



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, MARCH 26, 2013 at 6:30 PM
LINCOLN HALL MEETING ROOM, 2 LINCOLN STREET

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES** [6:30 PM]
3. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS** [6:30 PM]
 - a. Comments from Public on Items Not on Agenda
 - b. Public Hearing on Charter Amendments
 - c. Update on WWTF Project by Jim Jutras [6:45 PM]
 - d. Joint Meeting with the Prudential Committee [7:00 PM]
4. **OLD BUSINESS** [7:45 PM]
 - a. Re-adopt Rolling Stock Budget
 - b. Annual Meeting Preparation/Voter Survey
5. **NEW BUSINESS** [8:00 PM]
 - a. Bid Award for Street Sweeper
6. **VILLAGE MANAGER'S REPORT** [8:05 PM]
 - a. Tentative Meeting Schedule
7. **TRUSTEES' COMMENTS & CONCERNS/READING FILE** [8:15 PM]
 - a. Board Member Comments
 - b. Minutes from other boards/committees:
 1. Capital Review Committee 3/19/13 (draft)
 - c. Amtrak's Great American Stations Newsletter
 - d. Advertisement for Bike-Walk Advisory Committee Members
 - e. FY 12 Single Audit Replacement Schedules
8. **CONSENT AGENDA** [8:20 PM]
 - a. Approve Minutes of Previous Meeting 3/12/13
 - b. Approve Warrants including checks #10046785 through #10046864 totaling \$1,397,177.21
 - c. Approve and Sign Extension of MOU with Interim Co-Managers
 - d. Approve Donation of \$50 for Senior-Teen Luncheon
9. **ADJOURN** [8:30 PM]

Meetings of the Trustees are accessible to people with disabilities. For information on access or this agenda, call the Village Manager's office at 878-6944. Times on the agenda on approximate.

**MANAGERS' SUMMARY
FOR
MARCH 26, 2013
TRUSTEES' MEETING**

**6:30 CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO FLAG
AGENDA ADDITIONS/ CHANGES**

GUESTS, PRESENTATIONS & PUBLIC HEARINGS:

1. Comments from Public on Items Not on Agenda. This time is set aside for anyone in the audience to speak to the Trustees about an item that is not on the agenda.
2. Public hearing on Charter Changes: 6:30 PM. For public comments on the proposed charter amendments.
3. Update on WWTF Project by Jim Jutras – Jim Jutras, Water Quality Superintendent, and Brad Aldrich, Aldrich+Elliot, will update the Trustees on the WWTF Upgrade Project.
4. Joint Meeting with the Prudential Committee – Required semi-annual meeting under the Memorandum of Agreement between the Trustees and Prudential Committee. A copy of the MOU and minutes of the last joint meeting are included in the Trustees meeting materials.

OLD BUSINESS:

1. Re-adopt Rolling Stock Budget – See memo from managers regarding change in rolling stock budget due to increased donation from Town of Essex for fire truck.
2. Annual Meeting Preparation/Voter Survey - Trustees should discuss preparations they wish to make for Annual Meeting at this time. Proposed voter survey is included in the Trustees meeting materials.

NEW BUSINESS

1. Bid Award from Street Sweeper – See memo from Rick Jones, Public Works Superintendent, regarding his recommendation for the bid award.

VILLAGE MANAGER'S REPORT

1. Tentative Meeting Schedule and Village Calendar - See schedule included in Trustees meeting materials..
2. Manager's Report/Comments - time set aside for verbal report/comments from manager(s).

TRUSTEES COMMENTS AND CONCERNS/READING FILE

1. Board Member Comments – Time set aside for comments/reports.
2. Minutes from other boards/committees.
 - a. Capital Review Committee 3/19/13 (DRAFT)
3. Amtrak's Great American Stations Newsletter – A copy of this newsletter is included in Trustees meeting materials. The sixth annual National Train Day celebration will take place on May 11, 2013.
4. Ad for Bike/Walk Advisory Committee Members – The ad is included in the Trustees

meeting materials for Trustees information. Interviews for the prospective committee members will be scheduled at the May 14th Trustees meeting.

5. FY 12 Single Audit Replacement Schedules –Replacement for pages 49-55 of the FY 12 audit pertaining to Federal Funds awarded.

CONSENT AGENDA

1. Approve Minutes
March 12, 2013 – Regular Trustees Meeting
2. Approve Warrants dated 3/26/13 for \$1,397,177.21 (checks 10046784-10046864).
3. Approve and sign Extension of MOU with Interim Co-Managers – The current MOU expires March 31st. This document extends the MOU until June 30, 2013. Signatures required.
4. Approve Donation of \$50 for Senior-Teen Luncheon – A letter was received requesting a donation to help purchase ingredients for an upcoming Senior-Teen Luncheon. Staff recommends the Trustees approve a donation of \$50. Please see letter and staff memo.

VILLAGE OF ESSEX JUNCTION, VERMONT
WARNING
CHARTER AMENDMENT HEARING
MARCH 26, 2013, 6:30 P.M.

The legal voters of the Village of Essex Junction, Vermont are hereby notified and warned to meet at 6:30 P.M. on March 26, 2013 at 2 Lincoln Street, in the Village of Essex Junction, to attend a public hearing regarding the proposed amendments to the Charter for the Village of Essex Junction.

Note: New language is underlined, language to be deleted is in brackets []

Shall the voters approve the following amendments to the Charter:

Throughout the document: Add the words "or her" and "or she" in each instance that the word "his" or "he" appears in the Charter.

Section 2.04 Prohibitions. . . .

c) Interference with Administration. Except for the purpose of evaluating the manager's performance, or for the purpose of inquiries and investigations under section 2.06, the Trustees or its members shall deal with Village officers and employees who are subject to the direction and supervision of the manager solely through the manager, and neither the Trustees nor its members shall give orders to any such officer or employee, either publicly or privately.

Section 4.01. Appointment; Qualifications; Compensation; Removal. The Trustees shall appoint a Village manager for an indefinite term and fix his or her compensation. The manager shall be appointed solely on the basis of his or her executive and administrative qualifications in accordance with the Vermont statutes. In all matters, the Village manager shall be subject to the direction and supervision of the Trustees and shall hold office at the will of the Trustees.

Section 4.02. Powers and Duties of the Village Manager. ...

[(11) Repealed April 8, 1993]

...

[(12)11] The manager may when . . .

[(13)12] The manager shall annually appoint, subject to the Trustees approval, the Village treasurer/Tax collector, Village clerk, Village attorney, Village fire chief and Village engineering consultant.

[(14)13] The manager shall perform. . .

Section 4.03 [Removal] Hearing Process.

a) The Trustees may remove the manager from office for cause in accordance with the following procedures: . . .

A complete copy of the Village Charter, with the proposed amendments, may be viewed at the Village Clerk's office, 2 Lincoln Street, Essex Junction, VT.

Susan McNamara-Hill, Village Clerk

MEMORANDUM OF AGREEMENT

The Village of Essex Junction ("Village") and the Essex Junction Incorporated School District ("District") have reached the following agreement to resolve pending litigation and provide a basis to assure the long-term success and excellence of recreation programs in Essex Junction. This Agreement has the following terms:

1. Pursuant to 31 V.S.A. §203, the Village delegates to the District the conduct of the recreation program in the Village of Essex Junction. This delegation does not affect or diminish any other powers the District has under law (including its charter) to operate its own recreation programs.
2. No later than June 1, 2011, the District and the Village shall enter a written lease agreement allowing the District to use Maple Street Park, Cascade Park and Stevens Park for recreation purposes during the term of this Agreement. The lease shall provide that the District shall defend, indemnify and hold the Village harmless from all claims, suits, actions, damages and expenses in connection with loss of life, bodily or personal injury or property damage arising from any occurrence which is the result of any negligence on the part of any Parks and Recreation employees or their agents. The Lease shall also provide that as long as the District is operating, maintaining, and administering Parks and Recreation, it shall maintain a combined single limit insurance policy of one million (\$1,000,000) dollars aggregate for general liability and property damage and name the Village of Essex Junction as an additional insured. Annually, the District shall provide a certificate from the insuring company indicating that such policy has been issued and is in force and that said insurance company agrees to notify the Village Manager at least ten (10) days prior to the date of termination of or change in said policy for the maintenance of insurance. There shall be no payment for use of the parks pursuant to the above-mentioned lease. Provided, however, that beginning in Fiscal Year 2013, the District shall reimburse the Village for \$500 annual payment for land leased from IBM that is used for recreation. The Village and District will cooperate in the negotiation of any extension of the IBM lease.
3. At least twice a year, the District and the Village shall hold a joint public meeting to address any issues of common interest. The District and the Village will work together to assure effective communication on all issues of common interest. The District and the Village shall discuss any issues related to any potential merger of the Town and the Village, or the District and other school districts. The meetings shall be held on the first Wednesday of September and March, or such other dates as would be established by agreement of the Village and the District.
4. The Recreation Advisory Council shall be changed as follows: A) There shall be two new voting members added immediately; one must be a member of the Prudential Committee, and the other must be a member of the Village's Board. B) The terms of the six adult members shall be filled by members of the public and staggered, so two expire

in one year, two expire in two years, and two expire in three years. Upon expiration of these terms, their successors shall each have three year terms. The Village and the District shall each appoint one member in years one, two and three, none of whom shall be members of the Parties' respective governing boards. There shall also be a youth member, appointed by the District, who shall serve a one-year term. C) The Recreation Advisory Council shall communicate directly to the Village Board and the Prudential Committee on issues of interest to the Board and the Prudential Committee through their ex officio members and in advance of the semi-annual meetings discussed in paragraph three.

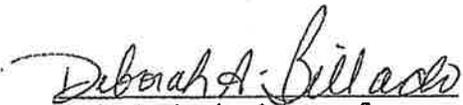
5. This Agreement will commence on July 1, 2011, and shall have an initial term of three years (ending on June 30, 2014). The initial term will be extended for an additional one year on each July 1 thereafter, unless prior to that date, a party has provided a written notice of renegotiation. Upon delivery of such notice, the contract will stay in force for its remaining two years, and shall expire if there is no written agreement on its renegotiation. The intent of this provision is to provide the stability of a rolling three-year agreement, but also provide the parties with a two-year window to renegotiate before the expiration of an agreement. This Agreement may not be assigned by either party without the written consent of the other.
6. By March 31, 2011, the Parties shall file a stipulation of dismissal of the pending lawsuit and counterclaim with prejudice. Each side shall bear its own costs and attorney's fees.
7. This Agreement is the successor to written Agreements between the Village and District that were dated February 12, 2001 (and later extended through June 30, 2010) and March 15, 2010, which extended to June 30, 2011.
8. Agreed Upon Public Statement.

The Village of Essex Junction Board of Trustees and the Essex Junction Prudential Committee are pleased to announce that they have reached an agreement to settle their lawsuit. The agreement dismisses the pending lawsuit and describes how the Board and Prudential Committee will work together in the future to address their shared interest in continuing the successful recreation program.

The agreement has an initial term of three years with annual one-year extensions. If the Board and the Prudential Committee want to renegotiate terms in the future, there will be at least two years for negotiations before the agreement expires. The Agreement provides for at least two meetings a year between the Board and the Prudential Committee. It also ensures active participation by both the Board and the Prudential Committee in the Recreation Advisory Council. As part of the agreement, the Board and Prudential Committee have also agreed to sign a lease for the Maple Street, Cascade and Stevens parks.

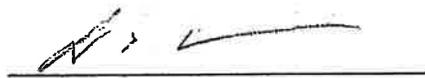
Dated at Essex Junction, Vermont, this 24th day of March, 2011.


Duly Authorized Agent for
Prudential Committee


Duly Authorized Agent for
Board of Trustees

Approved as to Form:


Christopher Roy, Esq.
Counsel for Prudential Committee


David Barra, Esq.
Counsel for Board of Trustees

MINUTES SUBJECT TO CORRECTION BY THE ESSEX JUNCTION BOARD OF TRUSTEES. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE BOARD.

**VILLAGE OF ESSEX JUNCTION
MINUTES OF SPECIAL MEETING
BOARD OF TRUSTEES JOINT MEETING WITH PRUDENTIAL COMMITTEE
SEPTEMBER 5, 2012**

BOARD OF TRUSTEES: George Tyler, Village President; Dan Kerin, Vice President; Andrew Brown and Elaine Sopchak.

PRUDENTIAL COMMITTEE: Charlee Day, Chair; Michael Smith, David Riester, Marla Durham and Jennifer Ashe.

ADMINISTRATION: David Crawford, Village Manager
Michael Deweese, Superintendent
Judy DeNova, Assistant Superintendent
Grant Geisler, CCSU Executive Director of Operations
Vince Gonillo, CCSU Technology Director

OTHERS PRESENT: Brad Luck, EJRP Director; Matthew Gibbs and Jim Waite from the WiFi Committee; Thomas Chittenden, Resident; and Kelly March, Essex Reporter.

1. CALL TO ORDER

George Tyler and Charlee Day called the meeting to order at 6:30 p.m.

2. BUSINESS

EJRP Report

Brad Luck discussed and answered questioned pertaining to past and future activities of the EJRP.

WiFi Committee Final Report

David Riester, chair of the WiFi Committee gave the introduction of the Final Report of the Essex Junction WiFi Study Committee. Matthew Gibbs discussed the committee's charge and the five questions regarding community-wide WiFi.

Discussion ensued regarding the next steps to take. George Tyler had the consensus/support from the Trustees to pursue an ECOS grant opportunity to help fund the committee's proposed demonstration network in downtown Essex Junction.

Michael Deweese was impressed with the work done by the WiFi Committee and offered the schools' support in the Village's grant application.

Alter Agreement on Future Meeting Dates

Consensus among all parties was to have future joint March and September meetings at the beginning of a regular Trustees or Prudential Committee meeting.

3. ADJOURNMENT

The meeting was adjourned at 7:45 p.m.

Minutes respectfully submitted by George Tyler, Village President





MEMORANDUM

TO: Village Trustees *LM*
FROM: Lauren Morrisseau, Finance Director and Susan McNamara-Hill, Clerk/Treasurer, Co-Acting Managers *SMH*
DATE: March 26, 2013
SUBJECT: Re-adoption of FY14 Rolling Stock Fund Budget

At the time the Rolling Stock Fund FY14 Budget was adopted, the amount presented did not take into account the extra funding we are receiving for the new fire ladder truck from the Town of Essex. A total of \$300,000 is now pledged by the town in support of the purchase of this truck. Due to this additional funding we were able to remove the internal borrowing previously needed to complete the purchase of the new street sweeper this fiscal year. The FY14 Rolling Stock budget as previously adopted included a debt payment to another Village fund.

The purchases and debt to be funded in FY14 are:

Pickup Truck	\$31,764
Loader	\$93,178
Sidewalk Plow/Mini Loader	\$58,000
Ladder Truck note payment	<u>\$53,275</u>
Total	\$236,217

For this reason, staff recommends the Board of Trustees make a motion to re-adopt the FY14 Rolling Stock Fund Budget in the amount of \$236,217.

ROLLING STOCK FUND

DEPT	VEHICLE	MAKE	YEAR	REPLACEMENT TRADE IN VALUE		FY13	FY14	FY15	FY16	FY17	FY18	
				VALUE	VALUE							
STREET	4WD PICK UP	CHEVY SILVERA1	2009	35,000	10,000	25,000					33,046	
STREET	PICKUP	GMC SONOMA	2001	30,000	1,000	29,000		31,764				
STREET	DUMPTRUCK -DIESEL	INTERNATIONAL	2000	145,000	20,000	125,000	138,445					
STREET	DUMPTRUCK -DIESEL	INTERNATIONAL	2002	145,000	20,000	125,000		148,095				
STREET	DUMPTRUCK -DIESEL	INTERNATIONAL	2012	145,000	20,000	125,000						
STREET	JETTER VAC TRUCK	VAC-ON	2010	75,000	15,000	60,000						
STREET	LOADER	JOHN DEERE	2001	105,000	25,000	80,000		93,178				
STREET	SIDEWALK PLOW	HOLDER	2004	125,000	5,000	120,000		144,257				
STREET	SKID STEER SIDEWALK PLOW	CAT	2001	45,000	5,000	40,000						
STREET	SIDEWALK PLOW	BELOS	2008	125,000	4,000	121,000						
STREET	ROLLER	ROSCOE	1979	15,000								
STREET	PICKUP 4WD 1 TON	CHEVY SILVERA1	2011	31,000	10,000	21,000						
STREET	4WD PICKUP	CHEVY SILVERA1	2011	31,000	10,000	21,000						
STREET	COMPRESSOR	SULLAIR	1992	17,000	0	17,000				20,908		
STREET	DUMP TRUCK - not replacing	INTERNATIONAL	2000	135,000								
STREET	SWEEPER	JOHNSTON	2000	225,000	10,000	215,000	235,864					
STREET	TRAILER MOUNTED BOOM LIFT			25,000	7,000	18,000						
STREET	SIDEWALK PLOW/MINI LOADER	WACKER						58,000				
FIRE	PICKUP 8U61	GMC	2004	40,000	3,500	36,500				45,695		
FIRE	1250 PUMPER 8E21	E-ONE	1997	400,000	50,000	350,000					540,982	
FIRE	LADDER 8L21	PIERCE LANCE	1991	620,000	80,000	540,000	802,998					
FIRE	COMBINATION RESCUE/PUMPER	KME PREATOR	2008	442,202	50,000	392,202						
TOTAL						2,956,202	1,177,307	182,943	148,095	144,257	99,648	540,982

Rolling Stock Fund Funding and Fund Balance

Beginning Cash Balance	618,013	61,890	149,296	232,206	329,608	432,274
Fire Rescue/Pumper Loan Repayment	(22,440)					
Payment of Note for Ladder Truck	0	(53,275)	(52,620)	(51,965)	(51,310)	(50,655)
Planned Spending (Purchase plus loan payment)	(1,199,747)	(236,218)	(200,715)	(196,222)	(150,958)	(591,637)
General Fund Contribution	163,624	173,624	183,624	193,624	203,624	213,624
Sale of ladder 8L21	80,000					
Additional Half Penny on the tax rate to fund fire truck	50,000	50,000	50,000	50,000	50,000	50,000
Note for Ladder Truck	250,000					
Town Contribution for Ladder Truck	100,000	100,000	50,000	50,000	50,000	
Ending Balance	61,890	149,296	232,206	329,608	432,274	54,260

(Draft) Schedule for 2013 Village Annual Meeting

- 1) **Steve Eustis** will open the meeting and explain the rules.
- 2) **George Tyler** will welcome the citizens and introduce the other trustees and Village staff
- 3) **Steve Eustis** will introduce Article 1 (auditor's report), and manage the floor for voter approval.
- 4) **Steve Eustis** will introduce Article 2 (budget). **George Tyler** will present an overview of the budget. **Steve Eustis** will manage the floor for the voter discussion and voting. During this time, if there are questions about the budget, **George Tyler** will either respond or call on the appropriate Village staff member to respond. Steve will then manage the voting.
- 5) **Steve Eustis** will introduce Article 3 (to raise capital reserve balance above \$750,000). **Dan Kerin** will explain the article. If there are questions, **Dan** should be the primary responder but may defer to Lauren or Susan for financial details. Steve will then manage the voting.
- 6) **Steve Eustis** will introduce Article 4 (Whitcomb Farm). **Elaine Sopchak** will explain the article. If there are questions, either **Elaine** should be the primary responder, but may defer to Lauren or Susan for financial details. Steve will then manage the voting.
- 7) **Steve** will introduce Article 5 (date for next meeting), and manage the voting.
- 8) **Steve** will introduce Article 6 (other business). He will describe Articles 7 + 8 and explain that they are to be voted on by Australian ballot on April 9.

Other Business:

- a) **Lori Houghton** will explain the proposed charter changes.
- b) **Andrew Brown** will describe the capital review committee and give a summary of their recommendations.
- c) **George Tyler** will present the issue of capital funding based on Andrew's comments. If there are questions, George will respond but will also ask the other trustees to share their thoughts.

Adjourn.



2013 VOTER SURVEY

Please provide your opinion on the following questions. These questions are for informational purposes only. Thank you!

Would you support a local option tax to raise money for street repairs and other infrastructure improvements?	YES	NO	NOT SURE
Do you support the idea of allowing participation in Village Meeting remotely, via Internet participation?	YES	NO	NOT SURE
If possible, do you support having one manager for the Village and Town?	YES	NO	NOT SURE
Should the Village prohibit certain types of businesses in the Village Center, such as "head shops," gun stores, and massage parlors?	YES	NO	NOT SURE
Do you think the Village should have a Facebook page?	YES	NO	NOT SURE

Please circle all the ways you prefer to hear about Village meetings & events:

Essex Reporter

Word of mouth

Front Porch Forum

Facebook

Burlington Free Press

Village email newsletter

Flyers/posters around the Village

Big sign at Five Corners in front of Lincoln Hall

THANK YOU VERY MUCH!



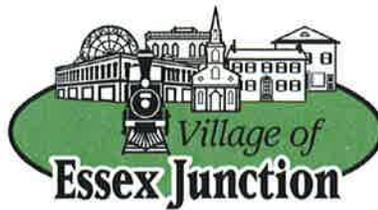
MEMO

TO: Village Trustees
FROM: Rick Jones, Public Works Superintendent *RJS*
THROUGH: Susan McNamara-Hill and Lauren Morrisseau, Interim Co-Managers *SMH LM*
DATE: March 1, 2013
SUBJECT: Street Sweeper Bid Award

The Village of Essex Junction advertised for bids for replacement of the street sweeper. The amount budgeted in the Rolling Stock Fund is \$235,864. The following bids were received on 2/19/13:

<u>Company</u>	<u>Bid Price</u>
C.N. Wood, Woburn, MA	\$ 198,000.00
H.P. Fairfield, Morrisville	\$ 211,205.00
Tenco, Barre	\$ 234,898.00

The lowest bidder did not meet the specifications; therefore, staff recommends that the Trustees award the street sweeper bid to the next lowest bidder, H.P. Fairfield LLC.



MEMORANDUM

TO: Essex Junction Trustees & Department Heads
FROM: Lauren Morriseau and Susan McNamara-Hill, Co-Acting Managers
DATE: March 26, 2013
SUBJECT: Trustees Meeting Schedule

TRUSTEES MEETING SCHEDULE/EVENTS

April 3 at 6 PM – Community Supper

April 3 at 7:00 – Annual Meeting

April 8 at 7:30 – Special Meeting with Selectboard

April 9 – 7 AM to 7 PM Australian Ballot Voting

April 9 at 6:30 – Regular Trustees Meeting

- Follow up discussion re: meeting with Selectboard

April 23 at 6:30 – Regular Trustees Meeting

- Board elections
- Village tree committee

May 11 – National Train Day

May 14 at 6:30 – Regular Trustees Meeting

- Bike/Walk Advisory Committee interviews

May 25 at 10 AM – Memorial Day Parade

May 28 at 6:30 – Regular Trustees Meeting

June 11 at 6:30 – Regular Trustees Meeting

June 25 at 6:30 – Regular Trustees Meeting

July 9 at 6:30 – Regular Trustees Meeting

July 20 4-9 PM – Block Party & Street Dance

July 23 at 6:30 – Regular Trustees Meeting

Pending Items:

Volunteer Policies

Social Media Policy and Communications Policy on use of iPads [Staff Draft Needed]

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
SPECIAL MEETING
MONDAY, APRIL 8, 2013
7:30 PM**

AGENDA

**Joint Meeting with Essex Selectboard
on Shared Manager Concept**

This meeting will be held in the conference room at the
Essex Town Offices, 81 Main Street, Essex Junction, VT.

**VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE
MINUTES OF MEETING
March 19, 2013**

MEMBERS PRESENT: Andrew Brown (Chairman); Lori Houghton, Rick Hamlin, Richard Donahey. (Harlan Smith and David Nistico were absent.)

ADMINISTRATION: Lauren Morrissette, Interim Village Manager.

1. CALL TO ORDER

Andrew Brown called the meeting to order at 5:30 PM.

2. APPROVE MINUTES

February 5, 2013

MOTION by Andrew Brown, SEOCND by Lori Houghton, to approve the 2/5/13 minutes as written. VOTING: unanimous (4-0); motion carried.

3. DISCUSSION OF ANNUAL MEETING PRESENTATION

The presentation of capital project information at annual meeting was discussed, noting the following:

- The state of the village with regard to capital projects will be discussed under the 'Other Business' portion of the annual meeting.
- Voters will be reminded that any project with a cost of \$10,000 or greater is considered a capital project.
- A brief history of the establishment of the Capital Fund by the village trustees in 1993 to avoid the need to borrow money for capital projects will be explained. [At that time IBM was paying 62% of the Grand List for the village so there was no need to borrow money. As the inventory and machinery & equipment taxes were eliminated the amount paid by IBM decreased. IBM agreed to pay a subsidy to ease the impact on the village. The subsidy ends in FY2014. IBM now only pays property taxes.]
- Capital projects include paving, infrastructure (roads, water and sewer lines), and facilities/buildings (fire station, roof), but does not include vehicles. There is a rolling stock fund for vehicle purchases.
- There is a list of known capital projects in the village. Projects are added to the list as identified. For example, Pleasant Street reconstruction and Mansfield Ave. paving are both capital projects that need to be added to the current list.
- There is an estimated \$11 million in capital projects on the current project list.
- Water line and sewer line projects are paid for with funds from the Water Fund and Sanitation Fund respectively.
- Sidewalk, road, and storm drain projects are paid for with funds from the General Fund.
- Of the \$11 million in capital projects approximately \$6 million are projects to be paid by the General Fund and with the Capital Budget which contains \$300,000.

- To complete projects on the list will take a significantly longer amount of time due to limited funds unless other sources of funding are found. One option is to increase taxes to increase the Capital Budget so projects can be completed in the next 10 years rather than 20 years. Additional ideas for funding are noted below.
- The current rate for doing projects that the village can afford at best is one project per year. At that rate there will be more projects added to the list than completed. This is not sustainable.
- Village staff has identified 30 projects (streets, sidewalks, water, and sewer work) that need to be addressed now. Sewer and water bills will cover some but not all of the work on water and sewer lines. The General Fund will cover some but not all of the infrastructure projects.
- One cent on the village tax rate raises \$100,000. A two cent increase raises \$200,000 which may allow one additional project with a modest cost to be done in a year. An increase of two cents will add approximately \$54 to the tax bill for a typical house in the village. The Town of Essex has a two cent capital tax that is paid by townspeople including residents of the village. The Town of Essex also has an eight cent highway tax that is not paid by village residents.
- The total cost of capital projects paid by the village General Fund is \$ _____.
- The total cost of capital projects paid by the village Water Fund is \$ _____.
- The total cost of capital projects paid by the village Sanitation Fund is \$ _____.
- To save money the village does the following:
 - When possible the scope of a project is scaled down and longer lasting materials are used to lengthen the life of the work over time.
 - Except on main thoroughfares when a roadway is rebuilt sidewalk is added on only one side of the street rather than both sides.
 - When a street that is 30' wide curb-to-curb is rebuilt the width is narrowed to 28' which still allows on-street parking and cars to pass. The narrower road also helps to slow traffic speed.
- Ideas for funding include:
 - Maintain the status quo (the consequence is infrastructure in the village further deteriorates and makes the area less desirable);
 - Increase taxes and/or fees (with this approach current taxpayers burden the cost for improvements to be enjoyed by future generations, the tax rate increase could change in the future, the tax revenue goes into the General Fund and may not be directed to a capital project specifically);
 - Bonding for projects (presently bond rates are lower than in the past decade, bonding will allow more projects to be done in the near future, bonding covers the life of the project, bonding is typically for 20 years and the rate is set for that time period, bonding allows repayment by current and future residents who will benefit from project results).
 - Establish a tax incremental finance district/ local options tax (not likely to be supported).

- Significantly increase the fee for disturbing the pavement (would most impact homeowners repairing a sewer/water line break).

Lori Houghton suggested pictures of key road projects, such as Woods End, be displayed at the annual meeting to visually demonstrate the magnitude of the work to be done.

Attendees at the annual meeting will be asked for suggestions and ideas on funding capital projects. A straw poll could be taken on the priority of projects and the choice of funding. Residents will be reminded of the See Click Fix link on the village website to notify staff of matters needing attention, such as a streetlight that may be out.

Lauren Morrisseau will research bond information through the municipal bond bank. Rick Hamlin will compile total values for capital projects paid by the General Fund, the Water Fund, and the Sanitation Fund. Rick Hamlin will take pictures of key road projects. Andrew Brown will draft the presentation for annual meeting.

4. RANKING OF PROJECTS

Project ranking was postponed until the May meeting.

5. MEETING SCHEDULE

Next meeting

- April 2, 2013 at 5:30 PM.

Agenda Items

- Approve minutes
- Prepare for annual meeting

6. ADJOURNMENT

MOTION by Andrew Brown, SECOND by Lori Houghton, to adjourn the meeting.

VOTING: unanimous; motion carried.

The meeting was adjourned at 6:27 PM.

RScty: M.E.Riordan

“TO DO” List from 3/19/13 Capital Committee Meeting:

1. Lauren Morriseau will research bond information through the municipal bond bank.
2. Rick Hamlin will compile total values for capital projects paid by the General Fund, the Water Fund, and the Sanitation Fund.
3. Rick Hamlin will take pictures of key road projects.
4. Andrew Brown will draft the presentation on capital projects and funding for the annual meeting.

Subject:

FW: Amtrak's Great American Stations Newsletter - Winter 2013



[Friend on Facebook](#)



[Follow on Twitter](#)



[Forward to a Friend](#)



Preserving Our Stations



In late 2012, the former Southern Pacific Railroad station in **Reno, Nev.**, was added to the National Register of Historic Places. The [Reno City Council](#) also [approved plans to renovate the 1926 Mediterranean Revival building](#) to serve as a heritage center with exhibits on local history.

Nevada Magazine
(Carson City, Nev.)



Celebrating National Train Day in Your Community



As evidenced from station success stories across the country, public support is essential to station improvement projects. Members of the public may contact local officials and media outlets to express support for a project; participate in the planning process; help fundraise; research a depot's history; or donate some elbow grease to clean, paint and landscape a station.

To show that trains matter to you and your community, [join Amtrak on May 11, 2013, for the sixth annual National Train Day celebration](#). There are many ways you can participate, from attending an event around the country to hosting your own in your local community.



Preservation Pennsylvania recognized the successful rehabilitation of the historic Elizabethtown, Pa., depot in a 20 year retrospective of endangered properties. The group cited the borough's "13 years of hard work and perseverance" in restoring the building, which now serves as a suitable gateway for the city and links the downtown with new development south of the tracks. Between FY 2008 and FY 2012, ridership at Elizabethtown rose by almost 24 percent.

Preservation Pennsylvania
(Harrisburg, Pa.)



Historic St. Paul Union Depot (SPUD) reopened to the public in early December following a \$243 million rehabilitation project that transformed the 1923 building into a 21st century multimodal transportation hub. Initially served by Metro Transit buses, SPUD will also gain Amtrak and intercity bus routes.

Star Tribune

Amtrak initiated National Train Day in 2008 as a celebration of trains—intercity, commuter and freight—and the ways they touch people's lives. Trains take us to school, work and to visit friends. They move valuable natural resources to power American industry and transport cargo from ports to destinations across the continent. National Train Day is a great way to expose local residents and government officials to the importance of your station by highlighting its role within our intercity passenger rail system.

While Amtrak focuses on a number of events across the country, any community can hold its own celebration. The day can be a great way to show off your station and discuss plans for the future, while exposing those unfamiliar with the Amtrak system to the possibilities of rail travel. People interested in taking Amtrak truly benefit from seasoned travelers who can describe the onboard experience including ticketing, accommodations and meals.



Image courtesy of Chuck Hatler

Last year for National Train Day, 189 grassroots events were held in 44 states. In Lawrence, Kan., Depot Redux, a volunteer organization dedicated to the preservation and rehabilitation of the town's mid-century modern station, has organized National Train Day celebrations for many years. When asked about the benefits of hosting an event, Depot Redux President Carey Maynard-Moody says, "[National Train Day] is a chance to let the public

(Minneapolis, Minn.)



News Briefs



The city of **Winter Park, Fla.**, broke ground for a new \$1.2 million depot served by four daily Amtrak trains, future SunRail commuter trains and local LYNX buses. The 2,400 square foot building includes a sun-filled Grand Hall flanked by a seating area and ticket office and fully accessible restrooms. The station project is funded primarily through a Bus and Bus Facilities grant from the Federal Transit Administration.

Orlando Sentinel

(Orlando, Fla.)



In January, New Orleans Union Passenger Terminal was linked to the city's streetcar system via Loyola Avenue and the central business district. The project was largely funded through a \$45 million Transportation

know there is an active campaign going on to save the station and that Depot Redux is responsible for the event they are enjoying. It is also a chance to review the progress of the rehabilitation campaign (new lighting, signage and concrete platform), let the public know a little bit about train service in Lawrence and promote Amtrak.”

According to Maynard-Moody, many attendees have never been on a train and are curious to learn about the *Southwest Chief* (Chicago-Los Angeles) that stops in Lawrence. The crowd is a true representation of the community, as it attracts people of all ages and backgrounds. Depot Redux generally books a featured speaker; last year, a retired Santa Fe Railway porter from Topeka shared stories from his years on the rails, including an anecdote about President Eisenhower and wife Mamie. On Lawrence's first National Train Day, noted railroad historian and editor Peter Hansen spoke on “The Hometown Depot in American Life.”

Be sure to visit NationalTrainDay.com to get more ideas and to register your event. By registering with Amtrak, a National Train Day event planner will review your submission, follow up with any questions and email you access to “National Train Day in-a-box,” an online collection of templates, artwork and collateral ideas for you to download to assist with the planning of your event. Your celebration will also be listed on the National Train Day website where it is searchable by state and zip code.

All Aboard

Tips for a Successful National Train Day

With a little planning, organizing a fun-filled National Train Day celebration doesn't have to be a challenge. Before you start, it might be worth canvassing your local area for

Investments Generating Economic Recovery (TIGER) grant awarded to the New Orleans Regional Transit Authority, which estimates that work on the project has spurred approximately \$2.7 billion worth of reinvestment in adjacent properties.

The Times-Picayune
(New Orleans, La.)



Image courtesy of Akridge/SBA
Burnham Place, part of the Washington Union Station Master Plan, received the American Institute of Architects' Institute Honor Award for Regional and Urban Design. Burnham Place is envisioned as a 15 acre mixed use, transit-oriented neighborhood to be constructed north of the station and above the operating rail yard.

Amtrak
(Washington, D.C.)

model railroad clubs, chapters of the National Railway Historical Society and other railroad-related groups that can offer assistance or provide displays.

Tips and Tricks of the Trade:

- Publicize your event in the free “Events” section of your local newspaper, as well as through community websites, blogs and Facebook pages.
- Engage and entertain visitors by offering a variety of activities
 - Guest speakers
 - Children’s corner
 - Station tours
 - Model railroad display
 - Posters explaining railroad and town history
 - Raffle
 - Local attraction displays
- Invite vendors to sell food, crafts, railroading and other items. *(Be sure to check on necessary permits.)*
- Request a presentation by a volunteer from Operation Lifesaver who can speak about safety around railroads.
- Most importantly, have fun and capture stories from visitors on the role train travel plays in their lives (We’d love to hear them too!)

[Join us on facebook.com/Amtrak](https://www.facebook.com/Amtrak) and [Follow us at twitter.com/Amtrak](https://twitter.com/Amtrak)
[Forward to a friend](#)

You are receiving this email because you have previously attended or been invited to a Civic Conversation or have otherwise previously contacted the Great American Stations Project at Amtrak.

VILLAGE OF ESSEX JUNCTION

Volunteer Opportunities-Village Bike/Walk Advisory Committee

Are you passionate about walking and biking in Essex Junction and want to help make it safe and enjoyable? The Village of Essex Junction Trustees just established a Bicycle and Pedestrian Advisory Committee and needs your expertise and energy to help make our community more conducive to non-motorized transport! We are looking for a group of committed volunteers who are interested in bringing dreams about non-motorized transport into reality in Essex Junction!

The Village Trustees are looking for citizen volunteers for the Walk/Bike Advisory Committee. Details about this committee are available on the Village of Essex Junction website at www.essexjunction.org.

Any interested Village resident may submit a letter of interest to the Village Trustees, c/o Village Manager, 2 Lincoln Street, Essex Junction, VT 05452, by May 9th, 2013 or email patty@essexjunction.org. Interviews are expected to be held at the May 14th Trustees meeting.

RECEIVED

MAR 20 2013

Village of Essex Junction

VILLAGE OF ESSEX JUNCTION, VERMONT

**AUDIT REPORT AND REPORTS ON
COMPLIANCE AND INTERNAL CONTROL**

JUNE 30, 2012

VILLAGE OF ESSEX JUNCTION, VERMONT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2012

Grant Title Pass-Through Grantor/ Federal Grant/Program Title	CFDA Number	Grant Number	Grant Amount	Expenditures
<u>U.S. Office of Library Services</u>				
Passed through the Vermont Agency of Administration Department of Libraries				
State Library Program	45.310	01130-PL-FFY10-036	\$ 961	\$ 961
State Library Program	45.310	01130-PL-FFY11-03	400	<u>400</u>
Total U.S. Office of Library Services				<u>1,361</u>
<u>U.S. Environmental Protection Agency</u>				
Passed the Vermont Department of Environmental Conservation				
Clean Water State Revolving Fund - Loan	66.458	06140-RF1-148	4,828,200	420,577
Clean Water State Revolving Fund - Loan	66.458	06140-RF1-157	1,212,300	378,244
State Tribal Assistance Grant	66.606	XP97101101-0	200,000	<u>4,565</u>
Total U.S. Environmental Protection Agency				<u>803,386</u>
<u>U.S. Department of Transportation</u>				
Passed through State of Vermont Agency of Transportation				
Highway Planning and Construction Grants	20.205	08126-CA0247	2,250,000	7,929
Highway Planning and Construction Grants	20.205	SDWK014-100/200/300	338,640	8,654
Highway Planning and Construction Grants	20.205	STP 5300 (13) CA0315	3,600,000	<u>1,077</u>
Total U.S. Department of Transportation				<u>17,660</u>
<u>U.S. Department of Homeland Security</u>				
Passed through the Vermont Department of Public Safety				
Vermont Emergency Management	97.042	02140-701644-126	21,397	<u>16,362</u>
Total U.S. Department of Homeland Security				<u>16,362</u>
<u>U.S. Centers for Disease Control and Prevention</u>				
Passed through the Vermont Department of Health				
Building Healthy Communities Grant	93.507	03420-583852	10,000	<u>2,090</u>
Total U.S. Centers for Disease Control and Prevention				<u>2,090</u>
Total Federal Awards				<u>\$ 840,859</u>

The Schedule of Expenditures of Federal Awards includes the Federal grant activity of the Village of Essex Junction, Vermont and was prepared using the significant accounting policies outlined in Note 1 to the financial statements. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations". Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

The accompanying notes are an integral part of this financial statement.

Sullivan, Powers & Co.

CERTIFIED PUBLIC ACCOUNTANTS

A PROFESSIONAL CORPORATION

77 Barre Street
P.O. Box 947
Montpelier, VT 05601
802/223-2352
802/223-3578 FAX

Fred Duplessis, CPA
Richard J. Brigham, CPA
Chad A. Hewitt, CPA
Wendy C. Gilwee, CPA
VT Lic. #92-000180

Report on Internal Control Over Financial Reporting and
on Compliance and Other Matters Based on an Audit of
Financial Statements Performed in Accordance with
“Government Auditing Standards”

Board of Trustees
Village of Essex Junction
Essex Junction, VT 05452-3685

We have audited the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Village of Essex Junction, Vermont as of and for the year ended June 30, 2012, which collectively comprise the Village of Essex Junction, Vermont’s basic financial statements and have issued our report thereon dated February 21, 2013. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in “Government Auditing Standards”, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing the audit, we considered the Village of Essex Junction, Vermont’s internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village of Essex Junction, Vermont’s internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Village of Essex Junction, Vermont’s internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Village of Essex Junction, Vermont’s financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined previously.

Members of The American Institute and Vermont Society of Certified Public Accountants

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Village of Essex Junction, Vermont's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under "Government Auditing Standards".

This report is intended solely for the information and use of the Board of Trustees, management, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

February 21, 2013
Montpelier, Vermont
VT Lic. #92-000180

Sullivan, Powers & Company

Sullivan, Powers & Co.

CERTIFIED PUBLIC ACCOUNTANTS

A PROFESSIONAL CORPORATION

77 Barre Street
P.O. Box 947
Montpelier, VT 05601
802/223-2352
802/223-3578 FAX

Fred Duplessis, CPA
Richard J. Brigham, CPA
Chad A. Hewitt, CPA
Wendy C. Gilwee, CPA
VT Lic. #92-000180

Report on Compliance with Requirements
That Could Have a Direct and Material Effect on
Each Major Program and on Internal Control
Over Compliance in Accordance with OMB Circular A-133

Board of Trustees
Village of Essex Junction
Essex Junction, VT 05452-3685

Compliance

We have audited the compliance of the Village of Essex Junction, Vermont with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that could have a direct and material effect on the Village of Essex Junction, Vermont's major federal program for the year ended June 30, 2012. The Village of Essex Junction, Vermont's major federal program is identified in the summary of auditor's results section of the accompanying Schedule of Findings and Deficiencies in Internal Control. Compliance with the requirements of laws, regulations, contracts, and grants applicable to its major federal program is the responsibility of the Village of Essex Junction, Vermont's management. Our responsibility is to express an opinion on the Village of Essex Junction, Vermont's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in "Government Auditing Standards", issued by the Comptroller General of the United States; and OMB Circular A-133, "Audits of States, Local Governments and Non-Profit Organizations". Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Village of Essex Junction, Vermont's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Village of Essex Junction, Vermont's compliance with those requirements.

In our opinion the Village of Essex Junction, Vermont complied, in all material respects, with the requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2012.

Internal Control Over Compliance

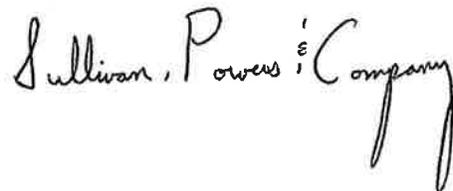
The management of the Village of Essex Junction, Vermont is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the Village of Essex Junction, Vermont's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Village of Essex Junction, Vermont's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined previously.

This report is intended solely for the information and use of the Board of Trustees, management, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

February 21, 2013
Montpelier, Vermont
Vt Lic. #92-000180



VILLAGE OF ESSEX JUNCTION, VERMONT
SCHEDULE OF PRIOR FINDINGS AND
DEFICIENCIES IN INTERNAL CONTROL
JUNE 30, 2012

There were no prior year findings or deficiencies in internal control.

VILLAGE OF ESSEX JUNCTION, VERMONT
SCHEDULE OF FINDINGS AND
DEFICIENCIES IN INTERNAL CONTROL
JUNE 30, 2012

SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of Auditor's Report Issued:
Unqualified.

Internal Control Over Financial Reporting:
Material Weaknesses identified:
No.
Significant Deficiencies identified not considered to be material weaknesses:
No.

Noncompliance material to financial statements:
None noted.

Federal Awards

Internal Control Over Major Programs:
Material Weaknesses identified:
No.
Significant Deficiencies identified not considered to be material weaknesses:
No.

Type of auditor's report issued on compliance for major programs:
Unqualified.

There are no audit findings that are required to be reported in accordance with OMB Circular A-133, Section 510(a).

Major Programs:

<u>CFDA #</u>	<u>Program</u>	<u>Agency</u>
66.458	Clean Water State Revolving Fund - Loan	U.S. Environmental Protection Agency

The dollar threshold used to distinguish between Type A and Type B programs was \$300,000.

The auditee did qualify as a low risk auditee.

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
March 12, 2013**

BOARD OF TRUSTEES: George Tyler (Village President); Andrew Brown, Dan Kerin, Elaine Sopchak, Lori Houghton.

ADMINISTRATION: Lauren Morrisseau Co-Manager & Finance Director; Susan McNamara-Hill, Co-Manager & Village Clerk/Treasurer; Robin Pierce, Village Development Director; Rick Hamlin, Village Engineer; Rick Jones, Public Works Director; Darby Brazoski, Economic Development/Community Relations Assistant.

OTHERS PRESENT: Kirby Dunn, Diana Ferguson, John Van Driesche, Bridget Meyer, Evan Detrick.

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

Village President, George Tyler, called the meeting to order at 6:30 PM and led the assemblage in the Pledge of Allegiance.

2. AGENDA ADDITIONS/CHANGES

Postpone: Update on WWTF Project by Jim Jutras.

Add: Executive Session to discuss contracts.

3. GUESTS, PRESENTATIONS, & PUBLIC HEARINGS

a. Comments from Public on Items Not on Agenda

There were no comments from the public at this time.

b. Public Hearing: Re-Adopt Comprehensive Plan

The public hearing on re-adoption of the Village comprehensive plan was opened at 6:32 PM. Robin Pierce explained the plan update is on hold in order to incorporate ECOS principles and direction from Heart & Soul. Regional Planning must approve re-adoption of the plan and then an RFP can be done for assistance with the update. Local Motion submitted information on making the Village more bike and pedestrian friendly. Elaine Sopchak asked about coordination with the Town on the plan update. George Tyler noted the Selectboard and Trustees should meet first before the two planning commissions meet. Lori Houghton asked about outreach to the public. Robin Pierce said public input is part of the process. There were no further comments. The public hearing was closed at 6:35 PM.

c. Update: WWTF Project

The update from Jim Jutras on the waste water treatment plant project was postponed until March 26, 2013. Lauren Morrisseau noted the contract is about one third complete and on the third change order, but the project is still under the bond amount.

d. Update: Crescent Connector

Evan Detrick with Dubois & King reported the following on the crescent connector roadway:

- Dubois & King is doing the design plans for the road.
- The work team includes Robin Pierce, Rick Hamlin, Ande DeForge (VTrans), and Evan Detrick.
- The crescent connector is a circ alternative project funded with 82% federal money, 19% state money, and no local match. VTrans process for projects must be followed.
- New England Central Railroad is assisting with the rail crossing design.
- The scoping study and conceptual plans are done. The project is in the environmental assessment process now and then the preliminary plan will be done. Public meetings will be held. Some right-of-way must be acquired (will coordinate with the railroad). The last phase is the final plan and bid documents then construction (goal is 2015).
- The road template includes 11' wide travel lanes, bike lane in each direction, sidewalk on the east side, and a parking lot. There will be a new traffic signal at Park Street and a rail signal at the new at-grade crossing.
- Some improvements will be made on Maple Street (add left turn lane and a traffic signal) and Railroad Street will be rebuilt with parking. A left turn lane will be added on Main Street (Route 15).
- The same streetlights used throughout the Village will be posted along the roadway.
- Traffic lights and train gates will be coordinated and synchronized.

Lori Houghton asked for further explanation of the parking lot, recalling the original layout included street parking not a parking lot. Ms. Houghton questioned replacing the parking spaces on Park Street with the proposed parking lot because people are unlikely to park in the parking lot, cross the crescent connector and walk to establishments on Park Street. Rick Hamlin and Evan Detrick explained:

- Permission must be secured from the railroad to create the parking lot.
- The McEwing property holdings on Park Street may allow for parking, but that is separate from the crescent connector project.
- There will be a 'local street' feel in the first stretch of the connector road.
- Discussion is ongoing with VTrans on amenities such as landscaping around the parking lot, but VTrans has a strict amenities policy. The state's goal is to move traffic, bikes, and pedestrians. Landscaping is not part of the funding.
- The Village wants street trees and screening as would be requested with any project.
- Some earthwork (fill) will be needed for the parking lot because there is about a three foot difference in grade from the railroad tracks.
- There is public parking at Park Street School. More advertisement of available public parking in the area needs to be done.

e. Building Healthy Communities Committee re: Establishing an Essex Junction Bike/Walk Advisory Committee

Darby Brazoski gave an overview of the Building Healthy Communities Committee, noting the following:

- The Building Healthy Communities Committee was established in 2012 with a \$10,000 grant from the Vermont Department of Health to examine bike/pedestrian activities in the community.
- The committee partnered with Local Motion, held public forums to assess the community for bike/ped items, and formed a list of items to pursue.
- The list needs to be prioritized.
- Other partners include CCSU, Essex Police, the Town Selectboard and Village Trustees, Planning Commissions, and Public Works.
- There will be coordination with adjacent communities on bike/pedestrian amenities.
- CHIPS is the liaison on the grant with the Town to look at bike and pedestrian issues.
- Funding was received through Regional Planning to supply technical support to communities for walk/bike initiatives.
- Building Healthy Communities Committee is recommending an Essex Junction Bike/Walk Advisory Committee be established and chartered in order to remain in perpetuity.

f. Presentation: HomeShare Vermont

Kirby Dunn, Executive Director of HomeShare Vermont thanked the Village for contributing funds to the local homegrown nonprofit program that is celebrating 30 years in operation. Ms. Dunn noted the following:

- HomeShare Vermont helps elders and people with disabilities remain living in their home by bartering room and board in exchange for companionship and light assistance around the house or with a live-in caregiver arrangement depending on the needs of the client.
- The need for services is increasing and the level of need seems to be higher.
- There is a rigid screening and interview process for matches and the program stays involved throughout the service. The match agreement outlines requirements for both parties.
- The program saves much money by allowing people to stay in their home and not go into a nursing home. Every person kept out of a nursing home saves enough money to fund HomeShare for a year.

4. **OLD BUSINESS**

a. Re-Adopt Comprehensive Plan

MOTION by Lori Houghton, SECOND by Andrew Brown, pursuant to Title 24 Municipal and County Government, Chapter 117, Section 4387 – Readoption of Plans, that the Village of Essex Junction Trustees hereby re-adopts the current municipal (comprehensive) plan. VOTING: unanimous (5-0); motion carried.

b. Adopt FY14 Capital Reserve Budget

There was mention of holding general discussion of the capital budget, planning, and funding under the 'Other Business' portion of the annual meeting. Lauren Morrisseau

noted with only a couple of capital projects the budget is already exceeded. There may need to be discussion of a dedicated tax or other funding mechanism for projects that need to be done. Elaine Sopchak mentioned reopening discussions with CVE about continuing the annual payment in lieu of taxes.

MOTION by George Tyler, SECOND by Dan Kerin, to adopt the FY14 Capital Reserve Budget in the amount of \$532,443 of which \$317,802 shall be paid with grant funds and \$214,680 covered by the Capital Reserve Fund. VOTING: unanimous (5-0); motion carried.

c. Annual Meeting Preparation

Plans for the annual meeting include:

- Lasagna dinner provided by Hungry Dutchman in the village at a cost of \$1,100.
- Live broadcast of the meeting on Channel 17 and online at CCTV.org.
- Steve Eustis is the meeting moderator.
- George Tyler will introduce the trustees and staff in attendance and present the budget.
- Elaine Sopchak will facilitate discussion of use of land acquisition funds for the Whitcomb Farm conservation project.
- Charter changes will be described when the article is read and further discussed under the ‘Other Business’ portion of the meeting.
- The capital project list, budget, and funding sources will be discussed under the ‘Other Business’ portion of the meeting.

5. **NEW BUSINESS**

a. Approve Establishment and Policy of Bike/Walk Advisory Committee

MOTION by Dan Kerin, SECOND by Elaine Sopchak, to approve the proposed Essex Junction Bike/Walk Advisory Committee and adopt the policy as drafted. VOTING: unanimous (5-0); motion carried.

b. Approve/Sign Quit Claim Deed for 76 Main Street

Staff explained the conveyance of land at 76 Main Street that should have occurred in 1968 (land swap with the school district), but was never filed. The property owner is willing to grant easements to the Village for access to the water line, stormwater maintenance and for a snow plow turnaround.

MOTION by George Tyler, SECOND by Lori Houghton, to approve and authorize the interim Village Manager(s) to sign the Quit Claim Deed conveying to Norbert and Audrey Collins a parcel of 104’x 61.5’ at 76 Main Street as depicted on the plan entitled “Easement Plan, 76 Main Street-Essex Junction, Vermont, Norbert & Audrey Collins and Village of Essex Junction”, dated October 23, 2012, prepared by Dubois & King, Inc. VOTING: unanimous (5-0); motion carried.

6. **VILLAGE MANAGER’S REPORT**

a. Meeting Schedule

- March 26 @ 6:30 – Regular Trustees Meeting

- April 9 @ 6:30 – Regular Trustees Meeting
- April 23 @ 6:30 – Regular Trustees Meeting
- May 14 @ 6:30 – Regular Trustees Meeting
- May 28 @ 6:30 – Regular Trustees Meeting
- June 11 @ 6:30 – Regular Trustees Meeting
- June 25 @ 6:30 – Regular Trustees Meeting
- July 9 @ 6:30 – Regular Trustees Meeting
- July 23 @ 6:30 – Regular Trustees Meeting

Special Meetings/Events:

- March 26 – Semi-Annual meeting with Prudential Committee
- April 3 @ 6 PM – Community Supper followed by Annual Village Meeting
- April 9 @ 7 AM – 7 PM – Australian Ballot Voting
- May 25 @ 10 AM – Memorial Day Parade

b. Joint Meeting with Essex Selectboard

Tentative date is April 8, 2013 at 81 Main Street to discuss the shared manager concept.

c. Meeting Schedule

The March 26th meeting will include the Prudential Committee to discuss combining the recreation department with the town and the bike/walk committee. The April 9th meeting will review the discussion with the Essex Selectboard on the shared manager concept.

d. Sequester Impact

The federally funded interest on the Bradford bond decreased 7.6% due to the sequester which will cost the Village \$1,500.

7. TRUSTEES COMMENTS/CONCERNS & READING FILE

a. Board Member Comments

- Dan Kerin reported the Rec Advisory Committee has been discussing security cameras at the village parks. A security camera will be installed at the main entrance to Maple Street Park.
- George Tyler noted the Wi-Fi Committee will be meeting to discuss an alternative plan and funding for Wi-Fi service in the village. It may be that only one zone rather than five zones will have the service. Zones include Five Corners, Brownell Block, farmers market area, and two on Park Street. The investment for one zone versus multiple zones will be investigated.

b. Reading File

- ❖ Minutes
 - EJRP Advisory Council 1/24/13
 - Block Party Committee 2/25/13
 - Board of Abatement 2/26/13
- ❖ Letter to Essex Selectboard
- ❖ HomeShare Vermont Annual Report 2012

8. CONSENT AGENDA & READING FILE

MOTION by Elaine Sopchak, SECOND by Dan Kerin, to approve the consent agenda as follows:

- 1. Approve Minutes of Previous Meetings (2/26/13)**
- 2. Approve Warrants including Checks #10046696 through #10046783 totaling \$185,247.53.**
- 3. Approve/Sign Annual Financial Plan-Town Highways**

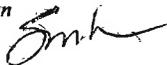
VOTING: unanimous (5-0); motion carried.

9. EXECUTIVE SESSION and/or ADJOURNMENT

MOTION by George Tyler, SECOND by Dan Kerin, to adjourn the regular meeting and convene Executive Session to discuss contracts and invite the Village Co-Managers and Public Works Superintendent, Rick Jones, to attend. VOTING: unanimous (5-0); motion carried.

The regular meeting was adjourned and Executive Session convened at 8:10 PM.
Executive Session adjourned at 8:12 PM.

RScty: M.E.Riordan



Check Register Report

BL 3/26/13

Date: 03/21/2013

Time: 4:43 pm

Page: 1

Village of Essex Junction

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
10046785	03/08/2013	Printed		2411	VT DEPT OF MOTOR VEHICLES	ADD'L TRANSFER TITLE FEE	8.00
10046786	03/11/2013	Printed		1817	POSTMASTER	NEWSLETTER POSTAGE-ADMIN	654.30
10046788	03/26/2013	Printed		10415	A+ ROOFING	REPLACE ROOF SHINGLES-LIBRARY	375.00
10046789	03/26/2013	Printed		10508	ADVANCED DISPOSAL	GRIT REMOVAL-WWTF	120.65
10046790	03/26/2013	Printed		10290	ALDRICH + ELLIOT, PC	ENGINEERING-WWTF/SAN/WTR	89,086.47
10046792	03/26/2013	Printed		00382	AMAZON.COM CREDIT	CIRCULATION MATERIALS-LIBRA	686.40
10046793	03/26/2013	Printed		10175	ASLA AMERICAN SOCIETY OF LAND-	DUES -PLANNING	527.00
10046794	03/26/2013	Printed		9847	AUTOZONE, INC	CO GEN FILTER-WWTF	11.99
10046795	03/26/2013	Printed		10301	DAVID A. BARRA, PLC	LEGAL SVCS-ADMIN/STREET	1,402.50
10046796	03/26/2013	Printed		0173	BEARINGS SPECIALTY CO., INC.	EQ DRIVE SPLINE-WWTF	234.26
10046797	03/26/2013	Printed		1655	BLUE CROSS BLUE SHIELD OF VT	TVHP HSA INS PREM-VAR DEPT	12,124.98
10046798	03/26/2013	Printed		1655	BLUE CROSS BLUE SHIELD OF VT	COMP HSA INS PREM-VAR DEPT	15,047.40
10046800	03/26/2013	Printed		10249	BLUETARP FINANCIAL INC.	GBT CURTAIN-WWTF	256.90
10046802	03/26/2013	Printed		0268	BRODART CO.	CIRCULATION MATERIALS-LIBRARY	635.89
10046803	03/26/2013	Printed		0305	BURLINGTON FREE PRESS	NEWSPAPERS-LIBRARY	22.00
10046806	03/26/2013	Printed		9941	BUSINESSCARD SERVICES	SEE ATTACHED SPREADSHEET	2,311.93
10046807	03/26/2013	Printed		0457	CARGILL, INC SALT DIVISION	DEICER SALT-STREET	5,860.70
10046808	03/26/2013	Printed		9743	CARQUEST AUTO PARTS	HD OIL STABILIZER-STREET	24.98
10046809	03/26/2013	Printed		0461	CENTRAL BEVERAGE	NEWSPAPERS-LIBRARY	169.50
10046810	03/26/2013	Printed		0500	CHAMPLAIN WATER DISTRICT	WATER USAGE-WATER	188,539.40
10046811	03/26/2013	Printed		0525	CHITTENDEN SOLID WASTE DISTRIC	CSWD FEES-WWTF	91.77
10046812	03/26/2013	Printed		10207	CHOICE CARE CARD	ADMIN FEE-VARIOUS	198.00
10046813	03/26/2013	Printed		10353	CIVES CORP	VEHICLE MAINT-STREET	448.35
10046814	03/26/2013	Printed		9788	COMCAST	CABLE-FIRE	13.52
10046815	03/26/2013	Printed		10479	CREATIVE OFFICE PAVILION	OFFICE/CONF RM TABLES-ADMIN	692.71
10046816	03/26/2013	Printed		05898	CRYSTAL ROCK BOTTLED WATER	BOTTLED WATER-STREET/LH	42.05
10046817	03/26/2013	Printed		10401	DE LAGE LANDEN FINANCIAL INC	COPIER LEASE-ADMIN	249.52
10046818	03/26/2013	Printed		0624	DEMCO, INC.	SUPPLIES-LIBRARY	840.91
10046819	03/26/2013	Printed		0644	DUBOIS & KING INC.	CRESCENT CONNECTOR-CAP R	8,985.03
10046820	03/26/2013	Printed		9739	ESSEX JUNCTION RECREATION & PA	COMMUNITY GARDEN PLOT-LIBRARY	30.00
10046821	03/26/2013	Printed		0797	FALCON PLUMBING SERVICE, INC.	BOILER& TOILET REPAIR-LH	484.50
10046822	03/26/2013	Printed		0751	FISHER AUTO PARTS	SUPPLIES-STREET	9.09
10046823	03/26/2013	Printed		10534	LAW OFFICE RICHARD FOX, PLLC	REFUND TAX OVERPAYMENT	2,565.27
10046824	03/26/2013	Printed		10452	FREE PRESS MEDIA	TRUSTEES MTG NOTICE-ADMIN	77.50
10046825	03/26/2013	Printed		0867	CHRIS GABORIAULT	AIRPORT PARKING REIMB-FIRE	48.00
10046826	03/26/2013	Printed		10453	GE CAPITAL C.O.RICOH USA	COPIER RENTAL-WWTF	221.79
10046827	03/26/2013	Printed		0957	GMWEA	CLASS-WWTF	25.00
10046828	03/26/2013	Printed		1000034	GODIN CINDY L	REFUND OVERPAID PROP TAX PAID	458.72
10046829	03/26/2013	Printed		10147	GREEN MOUNT. PIPELINE SERV.INC	STORM SEWER SLIP LINE-STREET	8,410.00
10046831	03/26/2013	Printed		0965	GREEN MOUNTAIN POWER CORP.	ELECTRICITY-VARIOUS	9,060.07
10046832	03/26/2013	Printed		9625	INGRAM LIBRARY SERVICES	CIRCULATION MATERIAL-LIBRARY	11.79
10046833	03/26/2013	Printed		10045	KME FIRE APPARATUS	SUPPLIES-FIRE	43.25
10046834	03/26/2013	Printed		1292	LAMOUREUX, & DICKINSON	ENG SERV LNCS SDWK -CAP R	202.39
10046835	03/26/2013	Printed		9454	LENNY'S SHOE & APP	UNIFORM PANTS-WWTF	111.00
10046836	03/26/2013	Printed		10537	NA LI	REFUND PROP OVERPAYMENT	2,021.02
10046837	03/26/2013	Printed		13631	LYNN PUBLICATIONS	LEGAL NOTICES-ADMIN	261.38
10046838	03/26/2013	Printed		10536	CATHERINE MAGUIRE	REFUND TAX OVRPAID	74.55
10046839	03/26/2013	Printed		10432	CHELSEA MANDIGO	MILEAGE/PARKING REIMB-WWTF	19.75

Check Register Report

BL 3/26/13

Date: 03/21/2013

Time: 4:43 pm

Page: 2

Village of Essex Junction

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
10046840	03/26/2013	Printed		1000	SUSAN J. MCNAMARA-HILL	MILEAGE	14.13
10046841	03/26/2013	Printed		1539	LAUREN MORRISSEAU	REIMBURSEMENT-ADMIN MILEAGE	18.65
10046842	03/26/2013	Printed		1643	NEMRC	REIMBURSEMENT-ADMIN SUPPORT-ADMIN	753.53
10046843	03/26/2013	Printed		10176	NEOFUNDS BY NEOPOST	POSTAGE FOR METER-ADMIN	600.00
10046844	03/26/2013	Printed		6590	NORTHEAST AIR SOLUTIONS	SUPPLIES-SANITATION	87.60
10046845	03/26/2013	Printed		1756	PATTON FACILITY MGMNT DBA	JANITORIAL SERV-LH/LIB	2,295.33
10046846	03/26/2013	Printed		10059	ROBERT PIERCE	MTG EXPENSES-PLAN	41.00
10046847	03/26/2013	Printed		1781	PIONEER MOTORS & DRIVES, INC.	VFD FUSE-WWTF	18.00
10046848	03/26/2013	Printed		1780	EVERETT J. PRESCOTT, INC.	TAP CLAMP-WATER	182.39
10046849	03/26/2013	Printed		1843	PROFESSIONAL WRITING SVCS	MEETING MINUTES-ADMIN	250.00
10046850	03/26/2013	Printed		10199	SAMMEL SIGN COMPANY	BANNER REVISIONS-AD/EC DEV	125.00
10046851	03/26/2013	Printed		10535	KATHLEEN SEILER	REFUND TAX OVERPAYMENT	2,833.91
10046852	03/26/2013	Printed		21153	SOVERNET COMMUNICATIONS	PHONE/INTERNET-VARIOUS	587.10
10046853	03/26/2013	Printed		2124	STAPLES ADVANTAGE	OFFICE SUPPLIES-VARIOUS	295.60
10046854	03/26/2013	Printed		2153	SULLIVAN, POWERS & CO.	AUDIT SERVICES-VARIOUS	884.00
10046855	03/26/2013	Printed		9334	SUN RAY FIRE & SECURITY	ANNUAL MONITORING CHARGE-LIBRA	96.00
10046856	03/26/2013	Printed		0545	THE TECH GROUP	COMPUT UPDATE/MAINT-LIB/ADMIN	1,156.50
10046857	03/26/2013	Printed		2227	TI-SALES, INC.	METER GASKETS-WATER	41.86
10046858	03/26/2013	Printed		10481	TRUMBULL-NELSON CONST. CO.	REFURB CONSTRUCTION -WWTF	1,026,815.59
10046859	03/26/2013	Printed		9727	UNUM LIFE INSURANCE CO OF AMER	INS PREMIUM-VARIOUS	1,560.50
10046860	03/26/2013	Printed		2410	VERMONT BUSINESS MAGAZINE	MAGAZINE SUBSCRIPTION-LIBRARY	95.34
10046861	03/26/2013	Printed		2343	VILLAGE COPY & PRINT	ANNUAL REPRT & NWSLETTERS-ADMIN	2,977.00
10046862	03/26/2013	Printed		2377	VLCT UNEMPLOYMENT INS. TRUST	INS. PREMIUM-ALL DEPTS	1,466.00
10046863	03/26/2013	Printed		2385	VT LEAGUE OF CITIES AND TOWNS	MODERATORS WORKSHOP-ADMIN	60.00
10046864	03/26/2013	Printed		10319	WILLISTON WORKWEAR	JACKETS-STREET	125.00
Total Checks: 73						Checks Total (excluding void checks):	1,397,177.21
Total Payments: 73						Bank Total (excluding void checks):	1,397,177.21
Total Payments: 73						Grand Total (excluding void checks):	1,397,177.21

FY13 PURCHASES

tran date	MC company	acct	dept	descrip	\$\$\$	
2/7/2013	BURLINGTON FREE PRESS	100 100 000 723 000	ADMIN	NEWSPAPER	\$ 22.00	A
2/8/2013	GO DADDY.COM	100 800 000 725 030	LIBRARY	TECH ACCESS DOMAIN RENEWAL	\$ 51.88	B
2/12/2013	STAPLES	100 300 000 755 025	FIRE	COMPUTERS	\$ 1,059.98	C
2/15/2013	BLOCKBUSTER	100 800 000 755 020	LIBRARY	CIRCULATION MATERIALS	\$ 260.11	D
2/15/2013	BLOCKBUSTER	100 800 000 755 021	LIBRARY	CIRCULATION MATERIALS	\$ 46.94	E
2/15/2013	HABITAT FOR HUMANITY	200 000 000 750 173	ADMIN	CONF ROOM COMPUTER CABINET	\$ 125.00	F
2/19/2013	HANNAFORD	100 100 000 720 035	ADMIN	WELLNESS PRESENTATION	115.67	G
2/19/2012	NEW WORLD CREATIONS	200 000 000 750 173	ADMIN	CONF RM MICROPHONES ACESORY	179.95	H
2/21/2013	VZWRLSS	100 700 000 723 000	STREET	BROADBAND	\$ 20.00	I
2/21/2013	Dino's Pizza	100 900 000 724 000	PLAN	COMMISSION WORK SESSION/MTG	46.13	J
2/25/2013	VZWRLSS	100 100 000 725 000	ADMIN	BROADBAND	\$ 20.00	K
2/25/2013	MAC'S	100 100 000 749 000	TRUSTEES	MEETING SUPPLIES	12.06	L1
2/25/2013	MAC'S	100 200 000 723 000	LH	SUPPLIES	\$2.38	L2
3/2/2013	VZWRLSS	100 100 000 725 000	ADMIN	BROADBAND	\$ 20.00	M
3/3/2013	B&H PHOT-VIDEO	100 300 000 728 020	FIRE	SOFTWARE UPGRADE	\$ 239.94	N
3/5/2013	B&H PHOT-VIDEO	100 300 000 728 020	FIRE	SOFTWARE UPGRADE	\$ 89.99	O
				TOTAL	\$ 2,312.03	

REVENUE/EXPENDITURE REPORT
Bill List 3-26-13

Village of Essex Junction

For the Period: 7/1/2012 to 3/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 100 - GENERAL FUND							
Dept: 000.000							
Acct Class: 4000 Revenue							
401.000 PROPERTY TAXES-CURRENT	2,666,989.00	2,666,989.00	2,667,251.95	-0.49	0.00	-262.95	100.0
402.000 STATE FOR VT PILOT & CURRENT U	2,000.00	2,000.00	4,078.63	0.00	0.00	-2,078.63	203.9
403.000 PENALTIES/INTEREST DELINQ. TAX	7,000.00	7,000.00	9,961.32	3,391.26	0.00	-2,961.32	142.3
404.000 IBM SUBSIDY	60,578.00	60,578.00	60,578.00	0.00	0.00	0.00	100.0
410.000 LICENSE AND ZONING FEE	30,000.00	30,000.00	38,398.70	1,669.60	0.00	-8,398.70	128.0
411.010 SERVICE FEE - WATER	110,169.00	110,169.00	82,626.75	27,542.25	0.00	27,542.25	75.0
411.020 SERVICE FEE - WWTP	55,085.00	55,085.00	41,313.75	13,771.25	0.00	13,771.25	75.0
411.030 SERVICE FEE - SANITATION	110,169.00	110,169.00	82,626.75	27,542.25	0.00	27,542.25	75.0
420.010 STATE DISTRICT COURT FINES	2,000.00	2,000.00	2,844.50	224.50	0.00	-844.50	142.2
420.020 STATE HIGHWAY AID	100,000.00	100,000.00	86,577.16	0.00	0.00	13,422.84	86.6
420.030 EJSD TAX COLLECTION FEES	47,000.00	47,000.00	21,685.01	0.00	0.00	25,314.99	46.1
432.015 PARKING SPACE FEES	4,800.00	4,800.00	3,200.00	0.00	0.00	1,600.00	66.7
432.030 MISCELLANEOUS FIRE RECEIPTS	0.00	0.00	1,231.28	0.00	0.00	-1,231.28	0.0
432.051 BLOCK PARTY CONTRIBUTIONS	1,500.00	1,500.00	800.00	550.00	0.00	700.00	53.3
432.070 MISCELLANEOUS STREET RECEIPTS	3,000.00	3,000.00	2,129.60	306.00	0.00	870.40	71.0
432.080 MISCELLANEOUS LIBRARY RECEIPTS	450.00	450.00	526.00	0.00	0.00	-76.00	116.9
434.010 ESSEX TOWN CONTRIB. TO LIBRARY	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.0
440.000 INTEREST EARNINGS	1,000.00	1,000.00	933.34	0.00	0.00	66.66	93.3
445.000 MISC. - UNCLASSIFIED RECEIPTS	4,600.00	4,600.00	1,057.88	13.98	0.00	3,542.12	23.0
Revenue	3,221,340.00	3,221,340.00	3,107,820.62	75,010.60	0.00	113,519.38	96.5
Acct Class: 4900 GRANTS & DONATIONS							
432.032 DONATIONS FOR FORUM	0.00	0.00	1,922.75	0.00	0.00	-1,922.75	0.0
432.033 OTHER DONATIONS	0.00	0.00	707.75	0.00	0.00	-707.75	0.0
432.034 VLCT EQUIP GRANT	0.00	0.00	1,843.87	0.00	0.00	-1,843.87	0.0
432.081 BROWNELL LIBRARY GRANTS	0.00	0.00	1,763.00	300.00	0.00	-1,763.00	0.0
432.083 DONATIONS TO LIBRARY	0.00	0.00	6,637.94	2,456.17	0.00	-6,637.94	0.0
432.080 MISCELLANEOUS STATE GRANTS	0.00	0.00	8,408.29	0.00	0.00	-8,408.29	0.0
441.012 HOMELND SG 02140-79152-542	0.00	0.00	16,609.00	0.00	0.00	-16,609.00	0.0
441.032 HOMELND SG 02140-70164V-126	0.00	0.00	8,517.00	0.00	0.00	-8,517.00	0.0
GRANTS & DONATIONS	0.00	0.00	46,409.60	2,756.17	0.00	-46,409.60	0.0
Acct Class: 5990 Non Operating Revenues							
410.150 Adult Replacement Receipts	0.00	0.00	1,386.00	0.00	0.00	-1,386.00	0.0
410.151 Juvenile Replacment Receipts	0.00	0.00	1,098.94	0.00	0.00	-1,098.94	0.0
445.100 SALE OF ASSET	0.00	0.00	500.00	0.00	0.00	-500.00	0.0
Non Operating Revenues	0.00	0.00	2,984.94	0.00	0.00	-2,984.94	0.0
Dept: 000.000	3,221,340.00	3,221,340.00	3,157,215.16	77,766.77	0.00	64,124.84	98.0
Revenues	3,221,340.00	3,221,340.00	3,157,215.16	77,766.77	0.00	64,124.84	98.0
Expenditures							
Dept: 100.000 ADMINISTRATION							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	334,477.00	334,477.00	244,935.65	19,193.61	0.00	89,541.35	73.2
720.010 SALARIES OVERTIME	1,000.00	1,000.00	1,154.56	143.48	0.00	-154.56	115.5
720.020 SALARIES PART TIME	7,250.00	7,250.00	10,132.62	1,090.03	0.00	-2,882.62	139.8
720.022 SOCIAL SECURITY	26,923.00	26,923.00	19,918.02	1,610.64	0.00	7,004.98	74.0
720.024 UNEMPLOYMENT INSURANCE	1,186.00	1,186.00	880.18	218.16	0.00	305.82	74.2
720.026 WORKERS COMP INSURANCE	1,166.00	1,166.00	1,280.51	90.09	0.00	-114.51	109.8
720.028 HEALTH INS & OTHER BENEFITS	66,340.00	66,340.00	45,498.67	4,013.28	0.00	20,841.33	68.6
720.030 RETIREMENT	38,506.00	38,506.00	32,211.10	1,803.36	0.00	6,294.90	83.7
720.032 LIABILITY & PROPERTY INS.	5,857.00	5,857.00	5,720.35	0.00	0.00	136.65	97.7
720.034 PUBLIC OFFICIALS LIABILITY INS	6,075.00	6,075.00	5,981.25	0.00	0.00	93.75	98.5
720.035 HEALTH IMPROV PROGRAMS	1,600.00	1,600.00	147.63	0.00	0.00	1,452.37	9.2
720.050 BOARD MEMBER FEES	2,500.00	2,500.00	1,875.00	625.00	0.00	625.00	75.0
723.000 SUPPLIES	6,700.00	6,700.00	3,185.86	33.73	0.00	3,514.14	47.6
723.001 POSTAGE	4,600.00	4,600.00	3,933.32	600.00	0.00	666.68	85.5

REVENUE/EXPENDITURE REPORT
Bill List 3-26-13

Village of Essex Junction

For the Period: 7/1/2012 to 3/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 100 - GENERAL FUND							
Expenditures							
Dept: 100.000 ADMINISTRATION							
Acct Class: 7000 Operating Expenses							
723.055 COMPUTER EXPENSES	16,915.00	16,915.00	14,434.85	942.82	0.00	2,480.15	85.3
724.000 TRAINING, CONFERENCES, DUES	13,304.00	13,304.00	5,616.73	-47.22	0.00	7,687.27	42.2
725.000 TELEPHONE SERVICES	4,392.00	4,392.00	2,064.21	161.36	0.00	2,327.79	47.0
725.025 COMMUNICATIONS	13,700.00	13,700.00	10,791.46	3,942.80	0.00	2,908.54	78.8
728.030 VEHICLE MAINTENANCE-TRAVEL	3,600.00	3,600.00	900.00	0.00	0.00	2,700.00	25.0
728.035 VILLAGE PROMOTION	1,000.00	1,000.00	267.77	0.00	0.00	732.23	26.8
735.000 INTERVIEW COSTS	0.00	0.00	155.00	0.00	0.00	-155.00	0.0
745.020 LEASED SERVICES	4,540.00	4,540.00	3,574.19	249.52	0.00	965.81	78.7
745.031 LEGAL SERVICES	15,000.00	15,000.00	11,865.00	181.50	0.00	3,135.00	79.1
745.039 OTHER PROFESSIONAL SERVICES	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
745.041 AUDIT	5,275.00	5,275.00	5,351.50	0.00	0.00	-76.50	101.5
745.050 PRINTING AND ADVERTISING	5,800.00	5,800.00	2,737.77	62.50	0.00	3,062.23	47.2
745.055 PAY & CLASSIFICATION STUDY	200.00	200.00	0.00	0.00	0.00	200.00	0.0
745.057 ELECTIONS	2,200.00	2,200.00	0.00	0.00	0.00	2,200.00	0.0
747.000 HOLIDAY EXPENSE	1,280.00	1,280.00	673.03	0.00	0.00	606.97	52.6
749.000 TRUSTEES EXPENDITURES	4,000.00	4,000.00	4,020.94	386.19	0.00	-20.94	100.5
755.023 CAPITAL OUTLAY	3,000.00	0.00	0.00	0.00	0.00	0.00	0.0
Operating Expenses	600,386.00	597,386.00	439,307.17	35,300.85	0.00	158,078.83	73.5
ADMINISTRATION	600,386.00	597,386.00	439,307.17	35,300.85	0.00	158,078.83	73.5
Dept: 175.000 MISC TRANSFERS & EXPENDITUES							
Acct Class: 7000 Operating Expenses							
750.021 ROLLING STOCK FUND CONTRIB	163,624.00	163,624.00	122,718.00	40,906.00	0.00	40,906.00	75.0
750.022 CAP RESRV FND CONT - BEG 1993	372,788.00	372,788.00	279,591.00	93,197.00	0.00	93,197.00	75.0
750.026 EMP TERM BENEFITS TRANSFER	10,000.00	10,000.00	7,500.00	2,500.00	0.00	2,500.00	75.0
750.027 HALF PENNY FOR LDR TRUCK NOTE	50,000.00	50,000.00	37,500.00	12,500.00	0.00	12,500.00	75.0
Operating Expenses	596,412.00	596,412.00	447,309.00	149,103.00	0.00	149,103.00	75.0
MISC TRANSFERS & EXPENDITUES	596,412.00	596,412.00	447,309.00	149,103.00	0.00	149,103.00	75.0
Dept: 200.000 LINCOLN HALL							
Acct Class: 7000 Operating Expenses							
720.032 LIABILITY & PROPERTY INS.	5,510.00	5,510.00	4,468.72	0.00	0.00	1,041.28	81.1
723.000 SUPPLIES	1,800.00	1,800.00	1,521.36	0.00	0.00	278.64	84.5
723.065 WATER AND SEWER CHARGE	1,000.00	1,000.00	1,686.33	0.00	0.00	-686.33	168.6
725.000 TELEPHONE SERVICES	480.00	480.00	371.98	41.76	0.00	108.02	77.5
726.000 ELECTRICAL SERVICE	6,510.00	6,510.00	4,884.18	0.00	0.00	1,625.82	75.0
727.000 HEATING	7,000.00	7,000.00	3,750.93	0.00	0.00	3,249.07	53.6
728.000 MAINT. BUILDINGS/GROUNDS	6,500.00	6,500.00	6,026.40	484.50	0.00	473.60	92.7
745.005 RUBBISH REMOVAL	1,750.00	1,750.00	1,207.00	144.50	0.00	543.00	69.0
745.014 CONTRACT SERVICES	7,503.00	7,503.00	4,975.13	519.27	0.00	2,527.87	66.3
Operating Expenses	38,053.00	38,053.00	28,892.03	1,190.03	0.00	9,160.97	75.9
LINCOLN HALL	38,053.00	38,053.00	28,892.03	1,190.03	0.00	9,160.97	75.9
Dept: 300.000 FIRE DEPARTMENT							
Acct Class: 7000 Operating Expenses							
720.021 SALARIES - FIREFIGHTERS	126,000.00	126,000.00	88,562.00	0.00	0.00	37,438.00	70.3
720.022 SOCIAL SECURITY	9,639.00	9,639.00	6,775.00	0.00	0.00	2,864.00	70.3
720.026 WORKERS COMP INSURANCE	12,000.00	12,000.00	8,488.79	0.00	0.00	3,511.21	70.7
720.029 ACCIDENT & DISABILITY INS.	3,600.00	3,600.00	3,300.00	0.00	0.00	300.00	91.7
720.032 LIABILITY & PROPERTY INS.	8,600.00	8,600.00	7,326.10	0.00	0.00	1,273.90	85.2
723.000 SUPPLIES	2,400.00	2,400.00	1,056.00	0.00	0.00	1,344.00	44.0
723.016 EMS SUPPLIES	1,800.00	1,800.00	176.00	0.00	0.00	1,624.00	9.8
723.020 GAS, GREASE AND OIL	5,400.00	5,400.00	4,008.33	0.00	0.00	1,391.67	74.2
723.065 WATER AND SEWER CHARGE	900.00	900.00	203.43	0.00	0.00	696.57	22.6
724.000 TRAINING, CONFERENCES, DUES	5,000.00	5,000.00	2,630.55	48.00	0.00	2,369.45	52.6
725.000 TELEPHONE SERVICES	4,000.00	4,000.00	2,517.57	13.52	0.00	1,482.43	62.9

REVENUE/EXPENDITURE REPORT
Bill List 3-26-13

Village of Essex Junction

For the Period: 7/1/2012 to 3/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 100 - GENERAL FUND							
Furniture							
Dept: 300.000 FIRE DEPARTMENT							
Acct Class: 7000 Operating Expenses							
726.000 ELECTRICAL SERVICE	6,600.00	6,600.00	4,165.17	0.00	0.00	2,434.83	63.1
727.000 HEATING	6,000.00	6,000.00	3,553.13	0.00	0.00	2,446.87	59.2
728.000 MAINT. BUILDINGS/GROUNDS	5,000.00	5,000.00	665.46	0.00	0.00	4,334.54	13.3
728.010 RADIO MAINTENANCE	2,000.00	2,000.00	5,235.00	0.00	0.00	-3,235.00	261.8
728.020 MAINTENANCE OTHER	10,000.00	10,000.00	10,082.06	329.93	0.00	-82.06	100.8
728.030 VEHICLE MAINTENANCE-TRAVEL	10,000.00	10,000.00	19,333.39	43.25	0.00	-9,333.39	193.3
728.038 EMERGENCY GENERATOR MAINT	750.00	750.00	375.02	0.00	0.00	374.98	50.0
729.000 UNIFORMS,BOOTS,ETC	18,000.00	18,000.00	15,063.97	0.00	0.00	2,936.03	83.7
729.052 FIRE PREVENTION	1,800.00	1,800.00	1,652.49	0.00	0.00	147.51	91.8
743.051 PHYSICAL EXAMS	6,000.00	6,000.00	4,197.00	0.00	0.00	1,803.00	70.0
743.058 EMPLOYEE ASSISTANCE PROGRAM	900.00	900.00	648.00	0.00	0.00	252.00	72.0
745.013 HYDRANT RENTALS	5,000.00	5,000.00	3,750.00	1,250.00	0.00	1,250.00	75.0
755.022 NEW EQUIPMENT-RADIOS	4,300.00	4,300.00	0.00	0.00	0.00	4,300.00	0.0
755.025 ROUTINE EQUIPMENT PURCHASES	14,500.00	14,500.00	9,030.99	0.00	0.00	5,469.01	62.3
Operating Expenses	270,189.00	270,189.00	202,795.45	1,684.70	0.00	67,393.55	75.1
FIRE DEPARTMENT	270,189.00	270,189.00	202,795.45	1,684.70	0.00	67,393.55	75.1
Dept: 700.000 STREET DEPARTMENT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	190,875.00	186,875.00	118,565.22	12,557.70	0.00	68,309.78	63.4
720.010 SALARIES OVERTIME	15,000.00	15,000.00	11,418.08	1,460.89	0.00	3,581.92	76.1
720.020 SALARIES PART TIME	17,018.00	17,018.00	11,777.46	533.08	0.00	5,240.54	69.2
720.022 SOCIAL SECURITY	17,249.00	17,249.00	10,459.28	1,104.91	0.00	6,789.72	60.6
720.024 UNEMPLOYMENT INSURANCE	1,086.00	1,086.00	701.94	150.14	0.00	384.06	64.6
720.026 WORKERS COMP INSURANCE	11,628.00	11,628.00	9,227.76	967.29	0.00	2,400.24	79.4
720.028 HEALTH INS & OTHER BENEFITS	77,761.00	77,761.00	48,378.96	4,704.38	0.00	29,382.04	62.2
720.030 RETIREMENT	19,088.00	19,088.00	11,721.95	1,272.89	0.00	7,366.05	61.4
720.032 LIABILITY & PROPERTY INS.	14,100.00	14,100.00	12,056.88	0.00	0.00	2,043.12	85.5
723.000 SUPPLIES	21,100.00	16,100.00	7,939.66	17.98	0.00	8,160.34	49.3
723.010 WINTER MAINTENANCE	75,000.00	75,000.00	71,004.90	5,860.70	0.00	3,995.10	94.7
723.012 PAVEMENT MAINTENANCE	15,000.00	15,000.00	12,997.93	0.00	0.00	2,002.07	86.7
723.014 GRAVEL,TOPSOIL	4,500.00	4,500.00	1,553.59	0.00	0.00	2,946.41	34.5
723.015 SIGNS AND POSTS	5,500.00	5,500.00	1,461.51	0.00	0.00	4,038.49	26.6
723.020 GAS,GREASE AND OIL	20,000.00	20,000.00	22,639.38	158.81	0.00	-2,639.38	113.2
723.065 WATER AND SEWER CHARGE	1,500.00	1,500.00	548.84	0.00	0.00	951.16	36.6
724.000 TRAINING, CONFERENCES, DUES	500.00	500.00	232.75	0.00	0.00	267.25	46.6
725.000 TELEPHONE SERVICES	1,800.00	1,800.00	1,237.77	0.00	0.00	562.23	68.8
726.000 ELECTRICAL SERVICE	4,900.00	4,900.00	2,576.32	470.43	0.00	2,323.68	52.6
726.035 STREET LIGHTS	131,840.00	131,840.00	81,516.77	6,919.56	0.00	50,323.23	61.8
726.037 TRAFFIC LIGHTS	5,700.00	5,700.00	4,139.40	48.76	0.00	1,560.60	72.6
727.000 HEATING	4,000.00	4,000.00	2,236.45	0.00	0.00	1,763.55	55.9
728.000 MAINT. BUILDINGS/GROUNDS	2,500.00	2,500.00	3,519.84	0.00	0.00	-1,019.84	140.8
728.010 RADIO MAINTENANCE	200.00	200.00	65.00	0.00	0.00	135.00	32.5
728.020 MAINTENANCE OTHER	1,000.00	1,000.00	1,096.77	0.00	0.00	-96.77	109.7
728.030 VEHICLE MAINTENANCE-TRAVEL	32,000.00	32,000.00	14,282.79	612.82	0.00	17,717.21	44.6
728.033 STREETScape MAINT./IMP	7,500.00	7,500.00	3,391.03	0.00	0.00	4,108.97	45.2
728.036 VILLAGE GARDEN SPOTS	2,500.00	2,500.00	308.23	0.00	0.00	2,191.77	12.3
728.037 TRAFFIC/STREET LIGHT MAINT.	6,500.00	6,500.00	4,865.58	0.00	0.00	1,634.42	74.9
728.041 MEMORIAL PARK	3,000.00	3,000.00	961.23	0.00	0.00	2,038.77	32.0
728.043 STREET MARKINGS	5,000.00	5,000.00	1,505.25	0.00	0.00	3,494.75	30.1
729.000 UNIFORMS,BOOTS,ETC	4,500.00	4,500.00	2,310.79	125.00	0.00	2,189.21	51.4
745.005 RUBBISH REMOVAL	6,200.00	6,200.00	3,427.96	435.62	0.00	2,772.04	55.3
745.014 CONTRACT SERVICES	10,000.00	10,000.00	9,966.00	2,650.00	0.00	34.00	99.7
745.030 EQUIPMENT RENTALS	3,800.00	3,800.00	3,693.20	0.00	0.00	106.80	97.2
745.034 ENGINEERING SERVICES	15,000.00	15,000.00	16,486.70	0.00	0.00	-1,486.70	109.9
755.011 TRAFFIC CALMING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
755.023 CAPITAL OUTLAY	2,000.00	2,000.00	1,735.00	0.00	0.00	265.00	86.8
760.032 SIDEWALK AND CURB MAINTENANCE	3,000.00	3,000.00	4,620.62	0.00	0.00	-1,620.62	154.0
760.033 STORM SEWER MAINTENANCE	8,500.00	8,500.00	11,042.63	-1,020.67	0.00	-2,542.63	129.9

REVENUE/EXPENDITURE REPORT
Bill List 3-26-13

Village of Essex Junction

For the Period: 7/1/2012 to 3/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 100 - GENERAL FUND							
Capital Outlays							
Dept: 700.000 STREET DEPARTMENT							
Acct Class: 7000 Operating Expenses							
760.034 STORM SEWER PERMIT FEES	3,000.00	3,000.00	3,134.00	115.50	0.00	-134.00	104.5
760.035 STORM SEWER PUBLIC EDUCATION	10,000.00	10,000.00	5,000.00	0.00	0.00	5,000.00	50.0
Operating Expenses	782,345.00	773,345.00	535,805.42	39,145.79	0.00	237,539.58	69.3
STREET DEPARTMENT	782,345.00	773,345.00	535,805.42	39,145.79	0.00	237,539.58	69.3
Dept: 800.000 BROWNELL LIBRARY							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	292,359.00	292,359.00	212,639.16	22,733.69	0.00	79,719.84	72.7
720.020 SALARIES PART TIME	88,282.00	88,282.00	61,165.57	6,523.99	0.00	27,116.43	69.3
720.022 SOCIAL SECURITY	29,551.00	29,551.00	20,804.75	2,215.53	0.00	8,746.25	70.4
720.024 UNEMPLOYMENT INSURANCE	2,384.00	2,384.00	1,741.46	393.75	0.00	642.54	73.0
720.026 WORKERS COMP INSURANCE	1,285.00	1,285.00	1,203.34	128.22	0.00	81.66	93.6
720.028 HEALTH INS & OTHER BENEFITS	55,586.00	55,586.00	39,746.28	3,973.28	0.00	15,839.72	71.5
720.030 RETIREMENT	29,236.00	29,236.00	21,147.52	2,249.92	0.00	8,088.48	72.3
720.032 LIABILITY & PROPERTY INS.	10,269.00	10,269.00	9,389.69	0.00	0.00	879.31	91.4
723.000 SUPPLIES	13,500.00	13,500.00	7,418.39	955.23	0.00	6,081.61	55.0
723.001 POSTAGE	2,500.00	2,500.00	1,357.53	12.90	0.00	1,142.47	54.3
723.055 COMPUTER EXPENSES	3,500.00	3,500.00	1,397.89	0.00	0.00	2,102.11	39.9
723.065 WATER AND SEWER CHARGE	525.00	525.00	332.28	0.00	0.00	192.72	63.3
724.000 TRAINING, CONFERENCES, DUES	2,000.00	2,000.00	2,098.10	325.00	0.00	-98.10	104.9
725.000 TELEPHONE SERVICES	2,000.00	2,000.00	828.46	87.10	0.00	1,171.54	41.4
725.030 TECHNOLOGY ACCESS	5,810.00	5,810.00	4,851.11	69.45	0.00	958.89	83.5
726.000 ELECTRICAL SERVICE	14,850.00	14,850.00	9,995.82	988.90	0.00	4,854.18	67.3
727.000 HEATING	7,500.00	7,500.00	5,125.01	0.00	0.00	2,374.99	68.3
728.000 MAINT. BUILDINGS/GROUNDS	13,000.00	13,000.00	10,131.08	620.45	0.00	2,868.92	77.9
728.010 ALARM SYSTEM MAINTENANCE	800.00	800.00	292.07	96.00	0.00	507.93	36.5
728.020 INTERVIEW COSTS	300.00	300.00	219.00	0.00	0.00	81.00	73.0
745.014 CONTRACT SERVICES	22,548.00	22,548.00	14,515.14	1,776.06	0.00	8,032.86	64.4
745.021 ADULT PROGRAMS	300.00	300.00	322.49	0.00	0.00	-22.49	107.5
745.022 CHILDRENS PROGRAMS	3,000.00	3,000.00	2,018.34	30.00	0.00	981.66	67.3
755.014 COMPUTER REPLACEMENT	8,000.00	5,200.00	3,811.00	103.81	0.00	1,389.00	73.3
755.020 ADULT COLLECTION-PRINT & ELECT	31,000.00	31,000.00	26,373.37	310.60	0.00	4,626.63	85.1
755.021 JUVEN COLLECTION-PRNT & ELECTR	15,500.00	15,500.00	10,605.12	189.30	0.00	4,894.88	68.4
Operating Expenses	655,585.00	652,785.00	469,529.97	43,783.18	0.00	183,255.03	71.9
BROWNELL LIBRARY	655,585.00	652,785.00	469,529.97	43,783.18	0.00	183,255.03	71.9
Dept: 900.000 PLANNING AND ZONING DEPT.							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	119,296.00	119,296.00	90,227.03	9,700.00	0.00	29,068.97	75.6
720.010 SALARIES OVERTIME	2,000.00	2,000.00	100.00	0.00	0.00	1,900.00	5.0
720.022 SOCIAL SECURITY	9,560.00	9,560.00	7,044.42	803.60	0.00	2,515.58	73.7
720.024 UNEMPLOYMENT INSURANCE	435.00	435.00	367.84	101.96	0.00	67.16	84.6
720.026 WORKERS COMP INSURANCE	399.00	399.00	1,384.89	148.50	0.00	-985.89	347.1
720.028 HEALTH INS & OTHER BENEFITS	40,972.00	40,972.00	21,193.33	2,080.39	0.00	19,778.67	51.7
720.030 RETIREMENT	11,930.00	11,930.00	8,737.74	920.00	0.00	3,192.26	73.2
720.032 LIABILITY & PROPERTY INS.	2,038.00	2,038.00	2,005.65	0.00	0.00	32.35	98.4
720.034 PUBLIC OFFICIALS LIABILITY INS	6,075.00	6,075.00	5,981.25	0.00	0.00	93.75	98.5
720.050 BOARD MEMBER FEES	3,600.00	3,600.00	2,700.00	900.00	0.00	900.00	75.0
723.000 SUPPLIES	2,000.00	2,000.00	915.24	16.61	0.00	1,084.76	45.8
723.001 POSTAGE	1,000.00	1,000.00	162.35	0.00	0.00	837.65	16.2
723.055 COMPUTER EXPENSES	4,705.00	4,705.00	1,994.95	0.00	0.00	2,710.05	42.4
724.000 TRAINING, CONFERENCES, DUES	5,450.00	5,450.00	2,219.68	568.00	0.00	3,230.32	40.7
725.000 TELEPHONE SERVICES	1,392.00	1,392.00	1,047.59	29.88	0.00	344.41	75.3
725.035 COMMUNICATIONS	2,000.00	2,000.00	700.00	0.00	0.00	1,300.00	35.0
726.030 VEHICLE MAINTENANCE-TRAVEL	3,000.00	3,000.00	1,700.00	200.00	0.00	1,300.00	56.7
745.031 LEGAL SERVICES	9,500.00	9,500.00	1,864.50	0.00	0.00	7,635.50	19.6
745.039 OTHER PROFESSIONAL SERVICES	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
745.050 PRINTING AND ADVERTISING	5,000.00	5,000.00	996.64	0.00	0.00	4,003.36	19.9

REVENUE/EXPENDITURE REPORT
Bill List 3-26-13

Village of Essex Junction

For the Period: 7/1/2012 to 3/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 100 - GENERAL FUND							
Expenditures							
Dept: 900.000 PLANNING AND ZONING DEPT.							
Acct Class: 7000 Operating Expenses							
745.051 RECORDING FEES	2,500.00	2,500.00	910.00	0.00	0.00	1,590.00	36.4
755.023 CAPITAL OUTLAY	1,500.00	0.00	0.00	0.00	0.00	0.00	0.0
Operating Expenses	244,352.00	242,852.00	152,253.10	15,468.94	0.00	90,598.90	62.7
PLANNING AND ZONING DEPT.	244,352.00	242,852.00	152,253.10	15,468.94	0.00	90,598.90	62.7
Dept: 910.000 ECONOMIC DEVELOPMENT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	0.00	32,573.00	19,968.00	2,496.00	0.00	12,605.00	61.3
720.010 SALARIES OVERTIME	0.00	0.00	70.20	0.00	0.00	-70.20	0.0
720.020 SALARIES PART TIME	23,400.00	0.00	3,553.00	0.00	0.00	-3,553.00	0.0
720.022 SOCIAL SECURITY	1,790.00	2,491.00	1,922.81	202.84	0.00	568.19	77.2
720.024 UNEMPLOYMENT INSURANCE	217.00	250.00	160.25	36.07	0.00	89.75	64.1
720.026 WORKERS COMP INSURANCE	111.00	120.00	108.05	11.41	0.00	11.95	90.0
720.028 HEALTH INS & OTHER BENEFITS	0.00	3,127.00	2,152.98	184.32	0.00	974.02	68.9
720.030 RETIREMENT	0.00	3,257.00	2,121.60	249.60	0.00	1,135.40	65.1
745.025 BLOCK PARTY EXPENSE	7,000.00	7,000.00	6,938.18	62.50	0.00	61.82	99.1
745.040 COMMUNITY EVENTS & PROGRAMS	7,000.00	7,000.00	3,120.08	0.00	0.00	3,879.92	44.6
745.054 ANNUAL SUPPORT OF ORGNIZATIONS	8,000.00	8,000.00	7,443.00	0.00	0.00	557.00	93.0
745.056 COMMUNITY FORUM	7,500.00	7,500.00	7,500.00	0.00	0.00	0.00	100.0
748.000 NEW PROGRAMS	2,000.00	2,000.00	1,091.43	0.00	0.00	908.57	54.6
748.010 MATCHING GRANT FUNDS	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Operating Expenses	67,018.00	83,318.00	56,149.58	3,242.74	0.00	27,168.42	67.4
ECONOMIC DEVELOPMENT	67,018.00	83,318.00	56,149.58	3,242.74	0.00	27,168.42	67.4
Dept: 920.000 GRANT & OTH UNANTC. EXPENDITUR							
Acct Class: 7000 Operating Expenses							
750.011 TAX REBATES	0.00	0.00	2,140.50	2,140.50	0.00	-2,140.50	0.0
755.020 ADULT COLLECTION-PRINT & ELECT	0.00	0.00	1,580.33	0.00	0.00	-1,580.33	0.0
755.021 JUVEN COLLECTION-PRNT & ELECTR	0.00	0.00	546.22	160.75	0.00	-546.22	0.0
759.010 Library Grant Expenditures	0.00	0.00	1,463.00	0.00	0.00	-1,463.00	0.0
759.011 LIBRARY DONATION EXPENDITURES	0.00	0.00	3,120.69	232.16	0.00	-3,120.69	0.0
759.013 WB LEARNED GRANT EXPENSES	0.00	0.00	300.00	0.00	0.00	-300.00	0.0
759.023 DONATED MEMORIAL BENCHES	0.00	0.00	4,003.00	0.00	0.00	-4,003.00	0.0
759.030 FIRE DEPT GRANT EXPENDITURE	0.00	0.00	13,051.50	0.00	0.00	-13,051.50	0.0
759.070 STREET DEPT GRANT EXPENDITURES	0.00	0.00	12,074.50	0.00	0.00	-12,074.50	0.0
759.089 Building Healthy Comm Expenses	0.00	0.00	6,085.07	0.00	0.00	-6,085.07	0.0
759.090 FY 12 DESIGNATED EXPENSE	0.00	0.00	10,683.86	0.00	0.00	-10,683.86	0.0
759.091 TERMINATION BENEFITS	0.00	0.00	36,000.00	0.00	0.00	-36,000.00	0.0
Operating Expenses	0.00	0.00	91,048.67	2,533.41	0.00	-91,048.67	0.0
GRANT & OTH UNANTC. EXPENDITUR	0.00	0.00	91,048.67	2,533.41	0.00	-91,048.67	0.0
Expenditures	3,254,340.00	3,254,340.00	2,423,090.39	291,452.64	0.00	831,249.61	74.5
Net Effect for GENERAL FUND	-33,000.00	-33,000.00	734,124.77	-213,685.87	0.00	-767,124.77	-2,224.6
Change in Fund Balance:			734,124.77				
Fund: 152 - GEN FUND ROLLING STOCK RESERVE							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
4400.000 INTEREST EARNINGS	0.00	0.00	366.06	0.00	0.00	-366.06	0.0
5400.000 PROCEEDS OF LONG TERM DEBT	0.00	0.00	250,000.00	0.00	0.00	-250,000.00	0.0
5900.000 CONTRIB FROM GENERAL FUND	0.00	0.00	160,218.00	53,406.00	0.00	-160,218.00	0.0
Revenue	0.00	0.00	410,584.06	53,406.00	0.00	-410,584.06	0.0
Acct Class: 4900 GRANTS & DONATIONS							

REVENUE/EXPENDITURE REPORT
Bill List 3-26-13

Village of Essex Junction

For the Period: 7/1/2012 to 3/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 152 - GEN FUND ROLLING STOCK RESERVE							
Revenues							
Dept: 000.000							
Acct Class: 4900 GRANTS & DONATIONS							
432.095 FROM TOWN FOR LADDER TRUCK	0.00	0.00	100,000.00	0.00	0.00	-100,000.00	0.0
GRANTS & DONATIONS	0.00	0.00	100,000.00	0.00	0.00	-100,000.00	0.0
Acct Class: 5990 Non Operating Revenues							
445.103 SALE OF 1991 PIERCE LADDER	0.00	0.00	80,000.00	80,000.00	0.00	-80,000.00	0.0
Non Operating Revenues	0.00	0.00	80,000.00	80,000.00	0.00	-80,000.00	0.0
Dept: 000.000	0.00	0.00	590,584.06	133,406.00	0.00	-590,584.06	0.0
Revenues	0.00	0.00	590,584.06	133,406.00	0.00	-590,584.06	0.0
Expenditures							
Dept: 000.000							
Acct Class: 7000 Operating Expenses							
745.050 PRINTING AND ADVERTISING	0.00	0.00	300.00	0.00	0.00	-300.00	0.0
Operating Expenses	0.00	0.00	300.00	0.00	0.00	-300.00	0.0
Acct Class: 8000 Capital Projects							
750.719 FIRE LADDER TRUCK (13)	0.00	0.00	802,998.00	0.00	0.00	-802,998.00	0.0
750.720 DIESEL DUMP TRUCK (13)	0.00	0.00	129,072.91	0.00	0.00	-129,072.91	0.0
750.721 SWEEPER (13)	0.00	0.00	104.50	0.00	0.00	-104.50	0.0
Capital Projects	0.00	0.00	932,175.41	0.00	0.00	-932,175.41	0.0
Dept: 000.000	0.00	0.00	932,475.41	0.00	0.00	-932,475.41	0.0
Expenditures	0.00	0.00	932,475.41	0.00	0.00	-932,475.41	0.0
Net Effect for GEN FUND ROLLING STOCK RESERVE	0.00	0.00	-341,891.35	133,406.00	0.00	341,891.35	0.0
Change in Fund Balance:			-341,891.35				
Fund: 159 - Veterans Memorial Park							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	5.57	0.00	0.00	-5.57	0.0
441.016 Memorial Park Picture Revenue	0.00	0.00	300.00	0.00	0.00	-300.00	0.0
Revenue	0.00	0.00	305.57	0.00	0.00	-305.57	0.0
Dept: 000.000	0.00	0.00	305.57	0.00	0.00	-305.57	0.0
Revenues	0.00	0.00	305.57	0.00	0.00	-305.57	0.0
Net Effect for Veterans Memorial Park	0.00	0.00	305.57	0.00	0.00	-305.57	0.0
Change in Fund Balance:			305.57				
Fund: 200 - GEN FUND CAPITAL RESERVE FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	347.62	0.00	0.00	-347.62	0.0
441.026 PEARL GRNT CA0247 STP 5300 (12)	0.00	0.00	7,534.60	0.00	0.00	-7,534.60	0.0
441.033 LNCS SDWLK GRNT CA0313INVI	0.00	0.00	19,680.72	0.00	0.00	-19,680.72	0.0
441.034 CRES CNCTR GRANT STP 5300(13)	0.00	0.00	48,147.41	48,147.41	0.00	-48,147.41	0.0
590.000 CONTRIB FROM GENERAL FUND	0.00	0.00	279,591.00	93,197.00	0.00	-279,591.00	0.0
Revenue	0.00	0.00	355,301.35	141,344.41	0.00	-355,301.35	0.0
Acct Class: 4900 GRANTS & DONATIONS							

REVENUE/EXPENDITURE REPORT
Bill List 3-26-13

Village of Essex Junction

For the Period: 7/1/2012 to 3/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 200 - GEN FUND CAPITAL RESERVE FUND							
Revenues							
Dept: 000.000							
Acct Class: 4900 GRANTS & DONATIONS							
432.094 HANDY DONATION TO LNCST SDWALK	0.00	0.00	12,000.00	0.00	0.00	-12,000.00	0.0
GRANTS & DONATIONS	0.00	0.00	12,000.00	0.00	0.00	-12,000.00	0.0
Dept: 000.000	0.00	0.00	367,301.35	141,344.41	0.00	-367,301.35	0.0
Revenues	0.00	0.00	367,301.35	141,344.41	0.00	-367,301.35	0.0
Expenditures							
Dept: 000.000							
Acct Class: 8000 Capital Projects							
750.155 MULTI-USE PATH NORTH	0.00	0.00	7,891.01	0.00	0.00	-7,891.01	0.0
750.166 ALGONQUIN RDWY RECONST.(12)	0.00	0.00	98,168.46	0.00	0.00	-98,168.46	0.0
750.169 CRESCENT CONNECTOR	0.00	0.00	117,035.89	924.00	0.00	-117,035.89	0.0
750.171 LINCOLN ST. SDWLK EXTENSION	0.00	0.00	34,811.44	202.39	0.00	-34,811.44	0.0
750.172 BY WAY SIGN	0.00	0.00	7,612.31	0.00	0.00	-7,612.31	0.0
750.173 CONFERENCE ROOM IMPROVEMENTS	0.00	0.00	16,050.89	0.00	0.00	-16,050.89	0.0
750.174 FENCE-MAIN ST. BIKE PATH	0.00	0.00	91.00	0.00	0.00	-91.00	0.0
750.700 CAPITAL RES. PAVING	0.00	0.00	96,015.64	0.00	0.00	-96,015.64	0.0
Capital Projects	0.00	0.00	377,676.64	1,126.39	0.00	-377,676.64	0.0
Dept: 000.000	0.00	0.00	377,676.64	1,126.39	0.00	-377,676.64	0.0
Expenditures	0.00	0.00	377,676.64	1,126.39	0.00	-377,676.64	0.0
Net Effect for GEN FUND CAPITAL RESERVE FUND	0.00	0.00	-10,375.29	140,218.02	0.00	10,375.29	0.0
Change in Fund Balance:			-10,375.29				
Fund: 210 - LAND ACQUISTION FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	116.50	0.00	0.00	-116.50	0.0
Revenue	0.00	0.00	116.50	0.00	0.00	-116.50	0.0
Dept: 000.000	0.00	0.00	116.50	0.00	0.00	-116.50	0.0
Revenues	0.00	0.00	116.50	0.00	0.00	-116.50	0.0
Net Effect for LAND ACQUISTION FUND	0.00	0.00	116.50	0.00	0.00	-116.50	0.0
Change in Fund Balance:			116.50				
Fund: 230 - WATER FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	43.70	0.00	0.00	-43.70	0.0
445.000 MISC. - UNCLASSIFIED RECEIPTS	0.00	0.00	365.50	0.00	0.00	-365.50	0.0
465.010 SALE OF WATER-RESIDENTIAL	761,109.00	761,109.00	417,350.19	0.00	0.00	343,758.81	54.8
465.020 WATER SALES - LARGE USERS	73,628.00	73,628.00	49,337.24	5,754.47	0.00	24,290.76	67.0
465.030 RENTAL OF HYDRANTS	5,000.00	5,000.00	3,750.00	1,250.00	0.00	1,250.00	75.0
465.040 WATER BILLING PENALTIES	3,500.00	3,500.00	2,317.80	2.22	0.00	1,182.20	66.2
465.045 WATER RECONNECT FEES	0.00	0.00	75.00	0.00	0.00	-75.00	0.0
465.050 MISCELLANEOUS WATER RECEIPTS	15,000.00	15,000.00	9,581.00	20.00	0.00	5,419.00	63.9
Revenue	858,237.00	858,237.00	482,820.43	7,026.69	0.00	375,416.57	56.3
Acct Class: 4650 IBM Water Pass Thru Rev							
465.015 SALE OF WATER-IBM	2,081,376.00	2,081,376.00	1,332,105.60	155,370.80	0.00	749,270.40	64.0

REVENUE/EXPENDITURE REPORT
Bill List 3-26-13

Village of Essex Junction

For the Period: 7/1/2012 to 3/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 230 - WATER FUND							
Dept: 000.000							
Acct Class: 4650 IBM Water Pass Thru Rev							
465.017 SALE OF WATER - IBM VT TAX	41,931.00	41,931.00	32,816.75	3,827.60	0.00	9,114.25	78.3
IBM Water Pass Thru Rev							
	2,123,307.00	2,123,307.00	1,364,922.35	159,198.40	0.00	758,384.65	64.3
Acct Class: 5990 Non Operating Revenues							
440.010 Interest Earned - Capital Res	0.00	0.00	81.86	0.00	0.00	-81.86	0.0
465.055 CURRENT YR CONTRIBUTION INCOME	0.00	0.00	75,000.00	25,000.00	0.00	-75,000.00	0.0
Non Operating Revenues							
	0.00	0.00	75,081.86	25,000.00	0.00	-75,081.86	0.0
Dept: 000.000							
	2,981,544.00	2,981,544.00	1,922,824.64	191,225.09	0.00	1,058,719.36	64.5
Revenues							
	2,981,544.00	2,981,544.00	1,922,824.64	191,225.09	0.00	1,058,719.36	64.5
Expenditures							
Dept: 650.000 WATER DEPARTMENT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	94,843.00	94,843.00	69,031.28	7,566.43	0.00	25,811.72	72.8
720.010 SALARIES OVERTIME	13,843.00	13,843.00	9,937.07	666.31	0.00	3,905.93	71.8
720.020 SALARIES PART TIME	6,311.00	6,311.00	3,777.70	234.48	0.00	2,533.30	59.9
720.022 SOCIAL SECURITY	8,843.00	8,843.00	6,183.59	656.04	0.00	2,659.41	69.9
720.024 UNEMPLOYMENT INSURANCE	564.00	564.00	400.46	110.46	0.00	163.54	71.0
720.026 WORKERS COMP INSURANCE	4,243.00	4,243.00	4,267.46	450.02	0.00	-24.46	100.6
720.028 HEALTH INS & OTHER BENEFITS	41,332.00	41,332.00	29,049.78	2,509.79	0.00	12,282.22	70.3
720.030 RETIREMENT	9,484.00	9,484.00	6,810.13	748.61	0.00	2,673.87	71.8
720.032 LIABILITY & PROPERTY INS.	2,748.00	2,748.00	2,549.32	0.00	0.00	198.68	92.8
720.040 INTEREST EXPENSE	100.00	100.00	39.27	0.00	0.00	60.73	39.3
720.050 SUPPLIES	6,000.00	6,000.00	1,084.32	0.00	0.00	4,915.68	18.1
720.051 POSTAGE	750.00	750.00	403.64	0.00	0.00	346.36	53.8
723.020 GAS,GREASE AND OIL	2,800.00	2,800.00	864.91	0.00	0.00	1,935.09	30.9
723.041 METERS AND PARTS	3,960.00	3,960.00	41.86	41.86	0.00	3,918.14	1.1
723.042 DISTRIBUTION MATERIALS	8,000.00	8,000.00	3,734.11	0.00	0.00	4,265.89	46.7
723.055 COMPUTER EXPENSES	600.00	600.00	1,130.08	0.00	0.00	-530.08	188.3
723.065 WATER AND SEWER CHARGE	300.00	300.00	101.72	0.00	0.00	198.28	33.9
724.000 TRAINING, CONFERENCES, DUES	2,000.00	2,000.00	897.70	0.00	0.00	1,102.30	44.9
726.000 ELECTRICAL SERVICE	650.00	650.00	449.33	65.38	0.00	200.67	69.1
727.000 HEATING	3,500.00	3,500.00	1,997.73	0.00	0.00	1,502.27	57.1
728.020 MAINTENANCE OTHER	1,500.00	1,500.00	1,101.30	0.00	0.00	398.70	73.4
728.034 WATER LINES MAINT-BREAKS	16,000.00	16,000.00	5,178.54	182.39	0.00	10,821.46	32.4
729.000 UNIFORMS,BOOTS,ETC	1,000.00	1,000.00	693.33	0.00	0.00	306.67	69.3
745.014 CONTRACT SERVICES	110,169.00	110,169.00	82,626.75	27,542.25	0.00	27,542.25	75.0
745.039 OTHER PROFESSIONAL SERVICES	1,500.00	1,500.00	275.00	0.00	0.00	1,225.00	18.3
745.041 AUDIT	3,151.00	3,151.00	3,197.00	0.00	0.00	-46.00	101.5
745.042 CWD WATER PURCHASE	403,909.00	403,909.00	273,548.53	0.00	0.00	130,360.47	67.7
745.050 PRINTING AND ADVERTISING	2,000.00	2,000.00	194.93	0.00	0.00	1,805.07	9.7
750.020 TRANS TO CAPITAL RESERVE	100,000.00	100,000.00	75,000.00	25,000.00	0.00	25,000.00	75.0
770.510 STATE WATER TAX	8,137.00	8,137.00	6,738.98	0.00	0.00	1,398.02	82.8
Operating Expenses							
	858,237.00	858,237.00	591,305.82	65,774.02	0.00	266,931.18	68.9
Acct Class: 7800 IBM Water Costs							
745.043 CWD Water Purchase - IBM	2,081,376.00	2,081,376.00	1,332,105.60	0.00	0.00	749,270.40	64.0
770.511 State Water Tax - IBM	41,931.00	41,931.00	32,816.75	0.00	0.00	9,114.25	78.3
IBM Water Costs							
	2,123,307.00	2,123,307.00	1,364,922.35	0.00	0.00	758,384.65	64.3
Acct Class: 8000 Capital Projects							
750.159 ALGONQUIN WATER LOOP EXT	0.00	0.00	41,460.46	0.00	0.00	-41,460.46	0.0
750.177 WATER PICKUP TRUCK	0.00	0.00	21,143.62	0.00	0.00	-21,143.62	0.0
750.211 METER REPLACEMENT PROGRAM	0.00	0.00	13,728.58	0.00	0.00	-13,728.58	0.0
750.213 BACKHOE REPLACEMENT	0.00	0.00	73,865.00	8.00	0.00	-73,865.00	0.0
750.426 UTILITY RATE STUDY	0.00	0.00	5,939.03	871.95	0.00	-5,939.03	0.0

REVENUE/EXPENDITURE REPORT
Bill List 3-26-13

Village of Essex Junction

For the Period: 7/1/2012 to 3/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 230 - WATER FUND							
Expenditures							
Dept: 650.000 WATER DEPARTMENT							
Capital Projects	0.00	0.00	156,136.69	879.95	0.00	-156,136.69	0.0
WATER DEPARTMENT	2,981,544.00	2,981,544.00	2,112,364.86	66,653.97	0.00	869,179.14	70.8
Expenditures	2,981,544.00	2,981,544.00	2,112,364.86	66,653.97	0.00	869,179.14	70.8
Net Effect for WATER FUND	0.00	0.00	-189,540.22	124,571.12	0.00	189,540.22	0.0
Change in Fund Balance:			-189,540.22				
Fund: 400 - SANITATION FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
432.040 MISCELLANEOUS SEWER RECEIPTS	20,000.00	20,000.00	37,000.00	0.00	0.00	-17,000.00	185.0
440.000 INTEREST EARNINGS	0.00	0.00	115.02	0.00	0.00	-115.02	0.0
442.000 ESSEX PUMP STATION FEES	25,075.00	25,075.00	8,617.46	0.00	0.00	16,457.54	34.4
442.010 2 PARY AGREEMNT REV	15,000.00	15,000.00	7,500.00	0.00	0.00	7,500.00	50.0
445.000 MISC. - UNCLASSIFIED RECEIPTS	0.00	0.00	731.00	0.00	0.00	-731.00	0.0
500.000 ANNUAL CUSTOMER CHARGE	383,846.00	383,846.00	240,041.20	0.00	0.00	143,804.80	62.5
500.001 ANNUAL CUSTOMER CHARGE - PEN	1,800.00	1,800.00	1,230.49	1.38	0.00	569.51	68.4
Revenue	445,721.00	445,721.00	295,235.17	1.38	0.00	150,485.83	66.2
Acct Class: 5990 Non Operating Revenues							
430.012 WWTF CAPACITY SALE REVENUE	0.00	0.00	100,000.00	0.00	0.00	-100,000.00	0.0
430.017 CSWD FOR CONCRETE TANKS	0.00	0.00	3,500.00	0.00	0.00	-3,500.00	0.0
440.010 Interest Earned - Capital Res	0.00	0.00	294.81	0.00	0.00	-294.81	0.0
440.020 INTEREST WWTF RESERV	0.00	0.00	378.79	0.00	0.00	-378.79	0.0
440.035 CURRENT YR CONTRIBUTION INCOME	0.00	0.00	56,250.00	18,750.00	0.00	-56,250.00	0.0
Non Operating Revenues	0.00	0.00	160,423.60	18,750.00	0.00	-160,423.60	0.0
Dept: 000.000	445,721.00	445,721.00	455,658.77	18,751.38	0.00	-9,937.77	102.2
Revenues	445,721.00	445,721.00	455,658.77	18,751.38	0.00	-9,937.77	102.2
Expenditures							
Dept: 400.000 SANITATION DEPARTMENT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	89,579.00	89,579.00	56,769.45	6,302.16	0.00	32,809.55	63.4
720.010 SALARIES OVERTIME	14,100.00	14,100.00	6,559.12	779.50	0.00	7,540.88	46.5
720.020 SALARIES PART TIME	9,461.00	9,461.00	4,540.69	234.32	0.00	4,920.31	48.0
720.022 SOCIAL SECURITY	8,701.00	8,701.00	5,033.71	549.30	0.00	3,667.29	57.9
720.024 UNEMPLOYMENT INSURANCE	564.00	564.00	371.97	97.28	0.00	192.03	66.0
720.026 WORKERS COMP INSURANCE	4,047.00	4,047.00	2,725.25	296.18	0.00	1,321.75	67.3
720.028 HEALTH INS & OTHER BENEFITS	25,235.00	25,235.00	26,388.53	2,406.67	0.00	-1,153.53	104.6
720.030 RETIREMENT	8,958.00	8,958.00	5,965.60	648.85	0.00	2,992.40	66.6
720.032 LIABILITY & PROPERTY INS.	6,091.00	6,091.00	5,255.39	0.00	0.00	835.61	86.3
723.000 SUPPLIES	500.00	500.00	435.17	0.00	0.00	64.83	87.0
723.001 POSTAGE	1,500.00	1,500.00	794.72	0.00	0.00	705.28	53.0
723.020 GAS,GREASE AND OIL	3,000.00	3,000.00	1,399.42	0.00	0.00	1,600.58	46.6
723.041 METERS AND PARTS	8,040.00	8,040.00	0.00	0.00	0.00	8,040.00	0.0
723.055 COMPUTER EXPENSES	1,000.00	1,000.00	2,260.17	0.00	0.00	-1,260.17	226.0
723.065 WATER AND SEWER CHARGE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
724.000 TRAINING, CONFERENCES, DUES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
726.000 ELECTRICAL SERVICE	8,200.00	8,200.00	4,592.35	546.58	0.00	3,607.65	56.0
726.020 HEATING	0.00	0.00	1,170.29	0.00	0.00	-1,170.29	0.0
726.020 MAINTENANCE OTHER	1,500.00	1,500.00	330.38	0.00	0.00	1,169.62	22.0
728.040 PUMP STATION MAINTENANCE	5,500.00	5,500.00	3,222.58	87.60	0.00	2,277.42	58.6
728.060 SANITATION LINES MAINTENANCE	5,000.00	5,000.00	3,590.13	0.00	0.00	1,409.87	71.8
728.063 SUSIE WILSON PS COSTS	8,000.00	8,000.00	3,518.53	20.46	0.00	4,481.47	44.0

REVENUE/EXPENDITURE REPORT
Bill List 3-26-13

Village of Essex Junction

For the Period: 7/1/2012 to 3/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 400 - SANITATION FUND							
F Funditures							
Dept: 400.000 SANITATION DEPARTMENT							
Acct Class: 7000 Operating Expenses							
728.064 WEST ST PS COSTS	13,500.00	13,500.00	5,590.72	18.75	0.00	7,909.28	41.4
729.000 UNIFORMS,BOOTS,ETC	1,000.00	1,000.00	439.04	0.00	0.00	560.96	43.9
745.014 CONTRACT SERVICES	134,969.00	134,969.00	101,226.75	33,742.25	0.00	33,742.25	75.0
745.015 RIGHT OF WAY AGREEMENTS	8,200.00	8,200.00	9,076.86	0.00	0.00	-876.86	110.7
745.017 SANIT. LINE BACK-UP CLEANING	0.00	0.00	1,000.00	0.00	0.00	-1,000.00	0.0
745.039 OTHER PROFESSIONAL SERVICES	1,000.00	1,000.00	99.00	0.00	0.00	901.00	9.9
745.041 AUDIT	1,576.00	1,576.00	1,598.50	0.00	0.00	-22.50	101.4
750.020 TRANS TO CAPITAL RESERVE	75,000.00	75,000.00	56,250.00	18,750.00	0.00	18,750.00	75.0
Operating Expenses	445,721.00	445,721.00	310,204.32	64,479.90	0.00	135,516.68	69.6
Acct Class: 8000 Capital Projects							
750.211 METER REPLACEMENT PROGRAM	0.00	0.00	27,457.14	0.00	0.00	-27,457.14	0.0
750.422 HS PUMP STATION UPGRADE	0.00	0.00	759,124.58	0.00	0.00	-759,124.58	0.0
750.425 INFILTRATION & INFLOW STUDY	0.00	0.00	217.50	0.00	0.00	-217.50	0.0
750.426 UTILITY RATE STUDY	0.00	0.00	5,939.00	871.95	0.00	-5,939.00	0.0
750.627 ARRA Loan-AR1-004 Admin Fee	0.00	0.00	4,665.67	0.00	0.00	-4,665.67	0.0
794.062 TRANS TO WWTF FOR DEBT PYMNTS	0.00	0.00	30,722.94	0.00	0.00	-30,722.94	0.0
Capital Projects	0.00	0.00	828,126.83	871.95	0.00	-828,126.83	0.0
SANITATION DEPARTMENT	445,721.00	445,721.00	1,138,331.15	65,351.85	0.00	-692,610.15	255.4
Expenditures	445,721.00	445,721.00	1,138,331.15	65,351.85	0.00	-692,610.15	255.4
Net Effect for SANITATION FUND	0.00	0.00	-682,672.38	-46,600.47	0.00	682,672.38	0.0
Change in Fund Balance:			-682,672.38				
Fund: 600 - WASTEWATER FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
445.000 MISC. - UNCLASSIFIED RECEIPTS	0.00	0.00	350.00	0.00	0.00	-350.00	0.0
460.011 VILLAGE USER PENALTIES	2,800.00	2,800.00	1,780.50	2.00	0.00	1,019.50	63.6
460.012 VILLAGE USER CHARGE	636,542.00	636,542.00	347,299.96	0.00	0.00	289,242.04	54.6
460.013 WASTEWATER CHARGE - ESSEX	406,156.00	406,156.00	270,770.64	0.00	0.00	135,385.36	66.7
460.014 WASTEWATER CHARGE - WILLISTON	536,126.00	536,126.00	357,417.28	0.00	0.00	178,708.72	66.7
460.016 PUMP STATION MAINT. FEE	24,800.00	24,800.00	18,600.00	6,200.00	0.00	6,200.00	75.0
460.025 VILL. SEPTAGE DISCHARGE INCOME	25,000.00	25,000.00	46,328.85	3,620.64	0.00	-21,328.85	185.3
460.026 SHARED SEPTAGE REVENUES	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00	0.0
460.027 VILLAGE LEACHATE REVENUES	18,000.00	18,000.00	27,562.76	2,153.48	0.00	-9,562.76	153.1
460.028 SHARED LEACHATE REVENUES	10,125.00	10,125.00	0.00	0.00	0.00	10,125.00	0.0
Revenue	1,673,549.00	1,673,549.00	1,070,109.99	11,976.12	0.00	603,439.01	63.9
Acct Class: 5990 Non Operating Revenues							
430.013 ESSEX - DEBT PAYMENT	0.00	0.00	28,154.95	0.00	0.00	-28,154.95	0.0
430.014 WILLISTON - DEBT PAYMENT	0.00	0.00	25,595.41	0.00	0.00	-25,595.41	0.0
430.015 ESSEX JCT - DEBT PAYMENT	0.00	0.00	30,722.94	0.00	0.00	-30,722.94	0.0
440.010 Interest Earned - Capital Res	0.00	0.00	408.68	0.00	0.00	-408.68	0.0
440.012 WWTF REFURB INTEREST	0.00	0.00	1,714.50	0.00	0.00	-1,714.50	0.0
441.013 HOMELND SG 02140-79152-542 ENT	0.00	0.00	6,184.00	0.00	0.00	-6,184.00	0.0
465.055 CURRENT YR CONTRIBUTION INCOME	0.00	0.00	112,500.00	37,500.00	0.00	-112,500.00	0.0
Non Operating Revenues	0.00	0.00	205,280.48	37,500.00	0.00	-205,280.48	0.0
Dept: 000.000	1,673,549.00	1,673,549.00	1,275,390.47	49,476.12	0.00	398,158.53	76.2
Revenues	1,673,549.00	1,673,549.00	1,275,390.47	49,476.12	0.00	398,158.53	76.2
Expenditures							
Dept: 600.000 WASTEWATER TREATMENT PLANT							

REVENUE/EXPENDITURE REPORT
Bill List 3-26-13

Village of Essex Junction

For the Period: 7/1/2012 to 3/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 600 - WASTEWATER FUND							
Expenditures							
Dept: 600.000 WASTEWATER TREATMENT PLANT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	281,639.00	281,639.00	195,978.64	20,316.67	0.00	85,660.36	69.6
720.010 SALARIES OVERTIME	29,187.00	29,187.00	29,194.65	2,525.48	0.00	-7.65	100.0
720.020 SALARIES PART TIME	30,000.00	30,000.00	8,254.39	468.95	0.00	21,745.61	27.5
720.022 SOCIAL SECURITY	26,203.00	26,203.00	17,284.33	1,752.08	0.00	8,918.67	66.0
720.024 UNEMPLOYMENT INSURANCE	1,364.00	1,364.00	983.66	257.20	0.00	380.34	72.1
720.026 WORKERS COMP INSURANCE	12,350.00	12,350.00	5,727.81	570.63	0.00	6,622.19	46.4
720.028 HEALTH INS & OTHER BENEFITS	129,319.00	129,319.00	78,460.63	6,927.59	0.00	50,858.37	60.7
720.030 RETIREMENT	28,164.00	28,164.00	18,713.50	2,031.67	0.00	9,450.50	66.4
720.032 LIABILITY & PROPERTY INS.	22,174.00	22,174.00	18,933.89	0.00	0.00	3,240.11	85.4
720.040 INTEREST EXPENSE	300.00	300.00	156.14	0.00	0.00	143.86	52.0
723.000 SUPPLIES	15,000.00	15,000.00	11,911.21	221.79	0.00	3,088.79	79.4
723.013 CHEMICALS	185,000.00	185,000.00	137,327.48	0.00	0.00	47,672.52	74.2
723.020 GAS,GREASE AND OIL	6,000.00	6,000.00	3,284.42	0.00	0.00	2,715.58	54.7
723.065 WATER AND SEWER CHARGE	4,000.00	4,000.00	1,254.50	0.00	0.00	2,745.50	31.4
724.000 TRAINING, CONFERENCES, DUES	5,000.00	5,000.00	3,532.43	-405.25	0.00	1,467.57	70.6
725.000 TELEPHONE SERVICES	4,300.00	4,300.00	2,722.44	137.30	0.00	1,577.56	63.3
726.000 ELECTRICAL SERVICE	144,129.00	144,129.00	124,135.83	0.00	0.00	19,993.17	86.1
727.000 HEATING	6,000.00	6,000.00	3,770.21	0.00	0.00	2,229.79	62.8
728.020 MAINTENANCE OTHER	76,000.00	76,000.00	46,982.99	264.25	0.00	29,017.01	61.8
728.030 VEHICLE MAINTENANCE-TRAVEL	3,500.00	3,500.00	597.72	0.00	0.00	2,902.28	17.1
729.000 UNIFORMS,BOOTS,ETC	3,500.00	3,500.00	1,930.78	111.00	0.00	1,569.22	55.2
745.000 CONTRACT LABORATORY SERVICE	8,000.00	8,000.00	3,112.00	0.00	0.00	4,888.00	38.9
745.014 CONTRACT SERVICES	55,085.00	55,085.00	41,313.75	13,771.25	0.00	13,771.25	75.0
745.031 LEGAL SERVICES	2,000.00	2,000.00	660.00	0.00	0.00	1,340.00	33.0
745.033 GRIT DISPOSAL	7,000.00	7,000.00	4,841.74	91.77	0.00	2,158.26	69.2
745.034 SLUDGE DEWATERING	179,000.00	179,000.00	92,934.29	0.00	0.00	86,065.71	51.9
745.035 SLUDGE MANAGEMENT	170,400.00	170,400.00	54,719.18	0.00	0.00	115,680.82	32.1
745.039 OTHER PROFESSIONAL SERVICES	5,000.00	5,000.00	264.00	0.00	0.00	4,736.00	5.3
745.041 AUDIT	3,685.00	3,685.00	3,753.00	0.00	0.00	-68.00	101.8
745.052 WWTF ANNUAL PERMIT FEE	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.0
750.020 TRANS TO CAPITAL RESERVE	150,000.00	150,000.00	112,500.00	37,500.00	0.00	37,500.00	75.0
755.013 LOAN PAYMENT	53,250.00	53,250.00	0.00	0.00	0.00	53,250.00	0.0
755.023 CAPITAL OUTLAY	0.00	0.00	6,381.95	0.00	0.00	-6,381.95	0.0
Operating Expenses	1,653,549.00	1,653,549.00	1,031,617.56	86,542.38	0.00	621,931.44	62.4
Acct Class: 8000 Capital Projects							
750.426 UTILITY RATE STUDY	0.00	0.00	5,939.02	871.96	0.00	-5,939.02	0.0
750.625 WWTF REFURBISH (11)	0.00	0.00	4,493,305.71	1,108,966.20	0.00	-4,493,305.71	0.0
750.626 RZEDB Interest	0.00	0.00	24,473.27	0.00	0.00	-24,473.27	0.0
750.627 ARRA Loan-AR1-004 Admin Fee	0.00	0.00	770.38	0.00	0.00	-770.38	0.0
750.632 CO-GEN	0.00	0.00	7,277.86	4,320.00	0.00	-7,277.86	0.0
750.635 RADIOS - HOMELAND SEC GRANT	0.00	0.00	6,184.00	0.00	0.00	-6,184.00	0.0
Capital Projects	0.00	0.00	4,537,950.24	1,114,158.16	0.00	-4,537,950.24	0.0
WASTEWATER TREATMENT PLANT	1,653,549.00	1,653,549.00	5,569,567.80	1,200,700.54	0.00	-3,916,018.80	336.8
Expenditures	1,653,549.00	1,653,549.00	5,569,567.80	1,200,700.54	0.00	-3,916,018.80	336.8
Net Effect for WASTEWATER FUND	20,000.00	20,000.00	-4,294,177.33	-1,151,224.42	0.00	4,314,177.33	1,470.9
Change in Fund Balance:			-4,294,177.32				
Grand Total Net Effect:	-13,000.00	-13,000.00	-4,784,109.73	-1,013,315.62	0.00	4,771,109.73	



MEMORANDUM

TO: Village Trustees *Smk* *LM*
FROM: Susan McNamara-Hill and Lauren Morrissette, Co-Village Managers
DATE: March 21, 2013
SUBJECT: Donation Request – Senior-Teen Luncheon

We have received a request for a donation from the Essex Junction Senior Center to help cover the cost of ingredients for the first ever Senior-Teen Luncheon. This event is part of an "Alternative Spring Break" program partnering high school students with our local citizens. (See enclosed letter from Joan Carr).

Staff recommends the Trustees approve a donation of \$50.00 for this event.

Joan Carr
Essex Senior Center
2 Lincoln St.
Essex Junction, VT 05452

The Village of Essex Junction
2 Lincoln Street
Essex Junction, VT 05452

RECEIVED
MAR 19 2013
Village of Essex Junction

To The Village of Essex Junction,

March 18, 2013

Re: Donation Request

The Essex Junction Senior Center, who serve over 60 senior citizens in the Essex community (and surrounding areas) with weekly group activities, is seeking your support for a new spring event we are planning this year. For the first time, we are partnering with local high school students for a Senior-Teen Luncheon, complete with a meal prepared by the teens themselves! This event is part of a local "Alternative Spring Break" program that engages youth in community service-oriented projects and will provide a unique opportunity for our senior patrons to socialize with the younger generation in our community.

We are requesting a donation, in the amount of your choosing, to support the cost of ingredients for our first-time event. If you are able to meet our request or would like further information, please contact Amy anytime at 878-6982 ext. 100 or amy@essexchips.org.

Thank you for your consideration.

Kindly,



Joan Carr
President, Essex Junction Senior Center