



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, JUNE 11, 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. Tom Moreau, CSWD General Manager, FY 14 Proposed Budget [6:35 PM]
 - c. Public Comment on CVE request for Category C Noise Waiver for Relay for Life 6/21-6/22/13. [7:00 PM]
4. **OLD BUSINESS** [7:15 PM]
 - a. Action on CVE request for Category C Noise Waiver for Relay for Life
 - b. Response from Planning Commission about regulating tobacco retailers
5. **NEW BUSINESS** [7:35 PM]
 - a. Discuss accepting credit card payments
 - b. Design improvements to Railroad Avenue
6. **VILLAGE MANAGER'S REPORT** [7:45 PM]
 - a. Tentative Meeting Schedule
7. **TRUSTEES' COMMENTS & CONCERNS/READING FILE** [7:50 PM]
 - a. Board Member Comments
 - b. Zoning Board of Adjustment Minutes 5/21/13
 - c. Email string regarding biosolids
8. **CONSENT AGENDA** [7:55 PM]
 - a. Approve Minutes of Previous Meetings 5/14/13 & 6/6/13
 - b. Approve Warrants including check #10047203 through #10047262 totaling \$131,318.27.
 - c. Approve 2013 VTrans Bicycle and Pedestrian Program grant application
 - d. Approve FY 14 Lincoln Hall leases
 - e. Approve and sign thank you letter to Superintendent Michael Deweese
 - f. Approve amendment of motion about office renovation project
 - g. Approve Trees for Streams grant application
9. **ADJOURN** [8:00 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 are approximate.

**MANAGERS SUMMARY
FOR
JUNE 11, 2013
TRUSTEES MEETING**

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG**
2. **AGENDA ADDITIONS/CHANGES**
3. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS**
 - a. 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.
 - b. Tom Moreau, CSWD General Manager, FY 14 Proposed Budget – The proposed FY 14 CSWD budget is enclosed in your meeting materials. Tom Moreau will be at the meeting to present the Budget and answer questions from the Trustees.
 - c. Public Comment on CVE request for Category C Noise Waiver for Relay for Life 6/21-6/22/13 -
This is a time to take public comment on the Noise Waiver request for the American Cancer Society Relay for Life Event to be held 6/21-6/22. Please see letter from Renee Dall regarding Relay for Life.
4. **OLD BUSINESS**
 - a. Action on CVE request for Category C Noise Waiver for Relay for Life - Memo from Robin Pierce recommending decibel level for this event is enclosed.
 - b. Response from Planning Commission about regulating tobacco retailers - Letter from Diane Clemens, Planning Commission Chair is enclosed.
5. **NEW BUSINESS**
 - a. Discuss accepting credit card payments - Staff is considering accepting credit card payments for receipts (taxes, water/sewer, permits) at no cost to the Village. All credit card fees would be paid by the customer. See memo from managers.
 - b. Design improvements to Railroad Avenue – Robin Pierce will present an idea for design improvements to Railroad Avenue.
6. **VILLAGE MANAGER’S REPORT**
 - a. Tentative Meeting Schedule
 - b. Manager’s Report/Comments - time set aside for verbal report/comments from manager(s).
7. **TRUSTEES’ COMMENTS & CONCERNS/READING FILE**
 - a. Board Member Comments - Time set aside for comments/reports.
 - b. Zoning Board of Adjustment Minutes 5/21/13
 - c. Email string regarding biosolids - Please see memo from managers summarizing the email string that is enclosed.
8. **CONSENT AGENDA**
 - a. Approve Minutes of Previous Meetings 5/14/13 & 6/6/13
 - b. Approve Warrants including check #10047203 through #10047262 totaling \$131,318.27

- c. Approve 2013 VTrans Bicycle and Pedestrian Program grant application – Please see memo from Robin Pierce regarding a grant for a scoping study to close part of Main Street (Martones to 5 corners) to vehicular traffic. If the grant is approved, there would be a 10% match. Robin Pierce estimates the Village share could be up to \$5,000.
- d. Approve FY 14 Lincoln Hall leases – The leases for the Senior Center and Essex CHIPS are renewed annually.
- e. Approve and sign thank you letter to Superintendent Michael Deweese
- f. Approve amendment of motion about office renovation project – Please see memo from managers regarding correction to motion approving Village office renovations.
- g. Approve Trees for Streams grant application – Please see memo from Jim Jutras regarding the grant application for Trees for Streams. The Village’s match of the grant (up to \$2,000) is proposed to be paid out of the high school pump station construction funds.



Agenda
Addition
6/11/13

Consent Agenda

MEMORANDUM

TO: Village Trustees.
FROM : Robin Pierce, Development Director. *RJP*
THROUGH: Village Co-Managers.
DATE : June 11th 2013.
SUBJECT: Local Match for Essex/Essex Junction Bike/Pedestrian Plan

Dubois and King have been retained by the CCRPC to prepare a bike/pedestrian Plan for the Town and Village. The total cost is \$10,000. The Town and Village are required to meet the twenty percent match of \$2,000 (with each paying \$1,000). To this end the CCRPC has sent the Village an Agreement.

Staff recommends that the Trustees' authorize the signing of the Agreement for the preparation of a bike/pedestrian Plan and the payment of the \$1,000 match when it becomes due.

AGREEMENT TO PROVIDE LOCAL MATCH FOR
SPECIAL PLANNING/PROJECT DEVELOPMENT PROJECT
BETWEEN
THE VILLAGE OF ESSEX JUNCTION AND
CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
IN ASSOCIATION WITH CCRPC'S AGREEMENT WITH
(DuBois and King, Inc. – TA 2013-4)

THIS AGREEMENT is made this _____ day of _____, 2013, by and between the Chittenden County Regional Planning Commission, a public body formed by its member municipalities as enabled under 24 V.S.A. 4341, with its principal place of business at 110 West Canal Street, Suite 202, Winooski, Vermont 05404, hereinafter referred to as the CCRPC and the Village of Essex Junction with its principal place of business located at 2 Lincoln Street, Essex Junction, VT 05452, hereinafter called the VILLAGE.

WHEREAS, the CCRPC has entered into an Agreement with the firm of DuBois and King, Inc. to have them prepare a bike/pedestrian plan for the Village of Essex Junction and the Town of Essex, and

WHEREAS, the estimated cost of the project is \$10,000 and the CCRPC has agreed to use Federal Highway Administration Planning Funds for 80% of the cost of this project in the amount of \$8,000, and

WHEREAS, use of Federal Highway Administration funds requires a 20% funding match and these PL funds are in addition to those currently covered by the annual local match contribution; and the Town of Essex and Village of Essex Junction have agreed to split that match so that each will cover 10%;

NOW, THEREFORE, the VILLAGE agrees to pay the CCRPC the funds required to match the FHWA PL funds not to exceed One Thousand Dollars (\$1,000). The VILLAGE portion will be billed monthly based on the total consultant invoice for that month.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

VILLAGE OF ESSEX JUNCTION

CHITTENDEN COUNTY
REGIONAL PLANNING COMMISSION

CO-ACTING VILLAGEMANAGER

LOUIS H. MOSSEY, III, CHAIR

VILLAGE PRESIDENT

RECEIVED

JUN 11 2013

Village of Essex Junction



Agenda
Addition
Reading File

June 3, 2013

To The Trustees of the Village of Essex Junction:

On behalf of the volunteers of the Essex Dog Park Committee, I cordially invite you to attend the "Leash Cutting" ceremony at the Essex Dog Park on Saturday, June 29, 2013 from 10 am until noon. We are thrilled to be opening the park this month at 111 West Street in Essex Junction and are very much looking forward to our grand opening on June 29. You all have been so supportive of our project and we hope you will be able to stop by to say hello! Of course, your four-footed friends are most welcome!

For continued updates, please follow our progress at www.EssexDogPark.org. Thank you for your support as we celebrate the opening of this new and unique park in our community!

Sincerely,

A handwritten signature in black ink that reads "Jennifer McKenzie".

Jennifer McKenzie

Volunteer, Essex Dog Park

sramckenzie@yahoo.com

802.363.7887



May 23, 2103

Patty Benoit
Village of Essex Junction
2 Lincoln Street
Essex Jct., VT 05452

RECEIVED

MAY 28 2013

Village of Essex Junction

Dear Patty:

Enclosed please find copies of the Chittenden Solid Waste District Proposed FY 2014 Budget. **CSWD is scheduled to meet with the Village of Essex Junction on Tuesday, June 11, 2013 at 6:30 p.m.** Please forward the enclosed copies to your Trustees for their review. Also, please note that the front cover of our FY 2014 Budget refers to our website www.cswd.net, where a complete detailed copy of our budget is available for review.

The Board of Commissioners approved sending the Proposed FY 2014 Budget to Member towns for their approval on Wednesday, May 22, 2013. Below is Section 4. (b) of the Chittenden Solid Waste District Charter.

Within 45 days of the approval of the budget by the Board of Commissioners, the legislative body of each member municipality shall act to approve or disapprove the budget.

The budget shall be approved if approved by the legislative bodies of a majority of the member municipalities. (For such purposes, each member municipality shall be entitled to one vote.) A legislative body that disapproves the budget must file with the Board of Commissioners a written statement of objections to the budget identifying those specific items to be changed, and failure to file such statement of objections within the forty-five (45) day period shall constitute approval by such municipality. A legislative body that fails to act to approve or disapprove the budget within the forty-five (45) day period shall likewise be deemed to have approved the budget.

As stated above, each member municipality may choose to approve or disapprove the budget prior to July 6, 2013.

Please feel free to contact me should you have any questions or if you need any additional copies of the budget. Thank you.

Sincerely,

Amy Jewell
Administrative Manager

Cc: John Lazja, Essex Jct. Rep.
George Tyler, Essex Jct. Alt.

FY 2014 BUDGET PROPOSAL

**TO VIEW BUDGET DETAIL GO TO
www.cswd.net**



**CHITTENDEN SOLID WASTE DISTRICT
1021 REDMOND ROAD
WILLISTON, VT 05495
802-872-8100**



Printed on recycled paper

CHITTENDEN SOLID WASTE DISTRICT
Fiscal Year 2014 Proposed Budget
ASSUMPTIONS AND HIGHLIGHTS
GENERAL FUND BUDGET

	FY13 APPROVED BUDGET	FY14 PROPOSED BUDGET	<u>Difference</u>	
			\$	%
Operating Expenditures	\$8,980,061	\$8,739,954	(\$240,107)	-2.7 %
Operating Revenues	\$8,728,340	\$9,183,678	\$455,338	+5.2 %
Net Revenue (Expenditures)	<u>(\$251,721)</u>	<u>\$443,724</u>		
Transfers To Reserves	(\$348,062)	(\$562,879)		
Transfers From Reserves	\$228,723	\$233,671		
Net Amount, Increase (Decrease) In Beginning Fund Balance	(\$371,060)	\$114,516		

Major Assumptions – Revenues:

1. **Solid Waste Management Fee (SWMF)** rate is being increased by \$4.94 per ton, from \$22.06 to \$27.00 per ton. The total number of tons subject to this fee for FY14 is expected to be 114,000, reduced from the FY13 estimate of 120,000 tons, based on historical data and management's best projections for the near future. The resulting SWMF revenue budgeted for FY14 is \$2,972,076 – a \$324,876 (12.3%) increase over the FY13 budget of \$2,647,200.
2. **Tipping fees** budget is increased by \$542,358. Rate increases are planned for tipping fees at the Materials Recovery Facility (increased to \$6.50 per ton In-District materials and \$16.50 per ton for Out-of-District materials), the Drop-Off Centers (the first rate increase in six years for this program), and at the Green Mountain Compost facility (\$40 per ton in FY14, up from \$37.50 per ton in FY13).
3. **Sale of Material** revenue is projected to decrease by \$386,810, primarily associated with the reduction in inventory of compost products that will be ready and available for sale in FY14 as compared with what had been projected when the FY13 budget was originally developed, as the program recovers from the herbicide impacts that occurred in the summer of 2012. Additionally, the MRF program is budgeting an average price for recyclable materials of \$95.46 per ton, down from \$99.80 per ton in FY13.

Major Assumptions – Expenditures:

1. Personnel costs include **38.87 Full Time Equivalent** positions, down by 2.02 FTE from FY13; the primary component of this difference is the reduction in staffing for the compost facility for FY14.
2. Existing pay grades will be adjusted upward by a **Cost Of Living Adjustment (COLA) of 1.92%** effective with the start of the FY14 year. Additionally, effective with the start of the 2014 Fiscal Year, a new pay plan will be implemented, which contains 20 steps per pay grade, with variable increments between steps (rather than the straight-lined 30 equal steps which the former pay plan contained).
3. Employees will contribute approximately 11 percent of the overall total **health insurance premium** costs, using a percentage-of-base-salary method for individual employee contributions.

Highlights:

1. Transfers to /from reserves:
 - a. Undesignated Fund Balance – there is a budgeted credit to the Undesignated Fund Balance of \$189,516, which represents the Solid Waste Management Fee revenues expected to be generated in excess of the needed program subsidies for the FY14 year. This excess will cover some minor future years' cost increases without the need to raise rates immediately.
 - b. Rate Stabilization – The rate increases for fees charged at the Drop-Off Centers are intended to be good for several years, to avoid the need to increase fees too frequently. The FY14 budget includes creation of a new "Rate Stabilization Reserve" account, with a budgeted deposit of \$99,784, which is the expected net residual earnings generated by the DOC revenues for FY14. This reserve can be tapped in future years as needed, in order to smooth out the need for rate increases.
 - c. Facilities Improvement Reserve – This budget provides for transfers to this reserve account in the amount of \$411,595, to provide for future capital acquisitions and improvements.
2. Salaries and personnel benefits: Budgeted lower by about 4.4%, or about \$138,600, as compared to FY13. This is associated with reduction in staffing for the Green Mountain Compost facility and the latex paint recycling program for FY14, as well as elimination of the budget for two potential positions that had been provided for the in the FY13 PUD budget, partially offset by salary increases of a COLA of 1.92% and 1.25% merit step increases for existing staff.
3. Professional Services: Budget decreased by 2.7% despite a \$50,000 increase in Legal Fees as CSWD tries to recover the losses from the herbicide exposure to our compost. Offsetting decreases in expenses are from utilizing less outside contractors in Future Projects and Compost Programs.
4. Other Services: Budgeted higher by \$106,000 (3%) in FY14 as compared to the prior year, primarily due to the expected increase in facilities management costs for the MRF, tied to increases in tipping fees and the associated contractual obligations for operating costs. These increases are partially offset by a continued decrease in Sludge Management due to recycling options at a lower cost as well as lower tonnages due better treatment technologies.
5. Printing and Advertising: Budgeted expenses are lower by about \$49,000 (24%) compared to FY13, primarily related to suspending much of the marketing effort for the compost program for most of FY14, until sufficient stock of saleable inventory can be produced.
6. General Supplies: Budget for this category is lower by \$73,000 in FY14 vs. FY13, as the compost facility will incur lowered costs of production in the FY14 year associated with reduced costs of certain inputs and no expected costs associated with bagging product for distribution.
7. Other Charges: Budgeted lower by \$74,000 (33%) for FY14, due to elimination of the Tire & Appliance Roundups and reduction in funding for certain recycling and composting container grants.
8. In addition to the routine services that CSWD provides, there are some special studies that will continue in FY14:
 - a. An analysis of alternatives to process wastewater biosolids in the future, funded from a reserve account (\$100,000).
 - b. Additional work on a Consolidated Collection System Design - \$45,000 from Solid Waste Management Fees.

Chittenden Solid Waste District

Solid Waste Management Fee (SWMF) Rate Increase 2013

- > Assessed on each ton of waste generated in Chittenden County destined for disposal
- > Not assessed on material recycled
- > Used for approximately 33% of CSWD's annual budget (remaining revenues from tip fees and sale of materials)
- > Applicable tonnage expected to decrease over next few years (please see next page)
- > Increase scheduled to be effective Sept 1, 2013 after public hearing and comment period

Current SWMF, per ton	\$22.06	Second increase since 1993
Proposed SWMF, per ton	\$27.00	To be effective September 1, 2013
Increase, per ton	\$4.94	22.4%

SWMF, per ton if inflated by CPI = \$29.05 from September 1993 through April 2013

SWMF Impact on:	Current	Proposed	Difference	
Household	\$ 19.87	\$24.31	\$4.45	per year
Commercial 4 cy/week	\$ 229.42	\$280.80	\$51.38	per year
C&D rolloff container	\$ 88.24	\$108.00	\$19.76	per pull

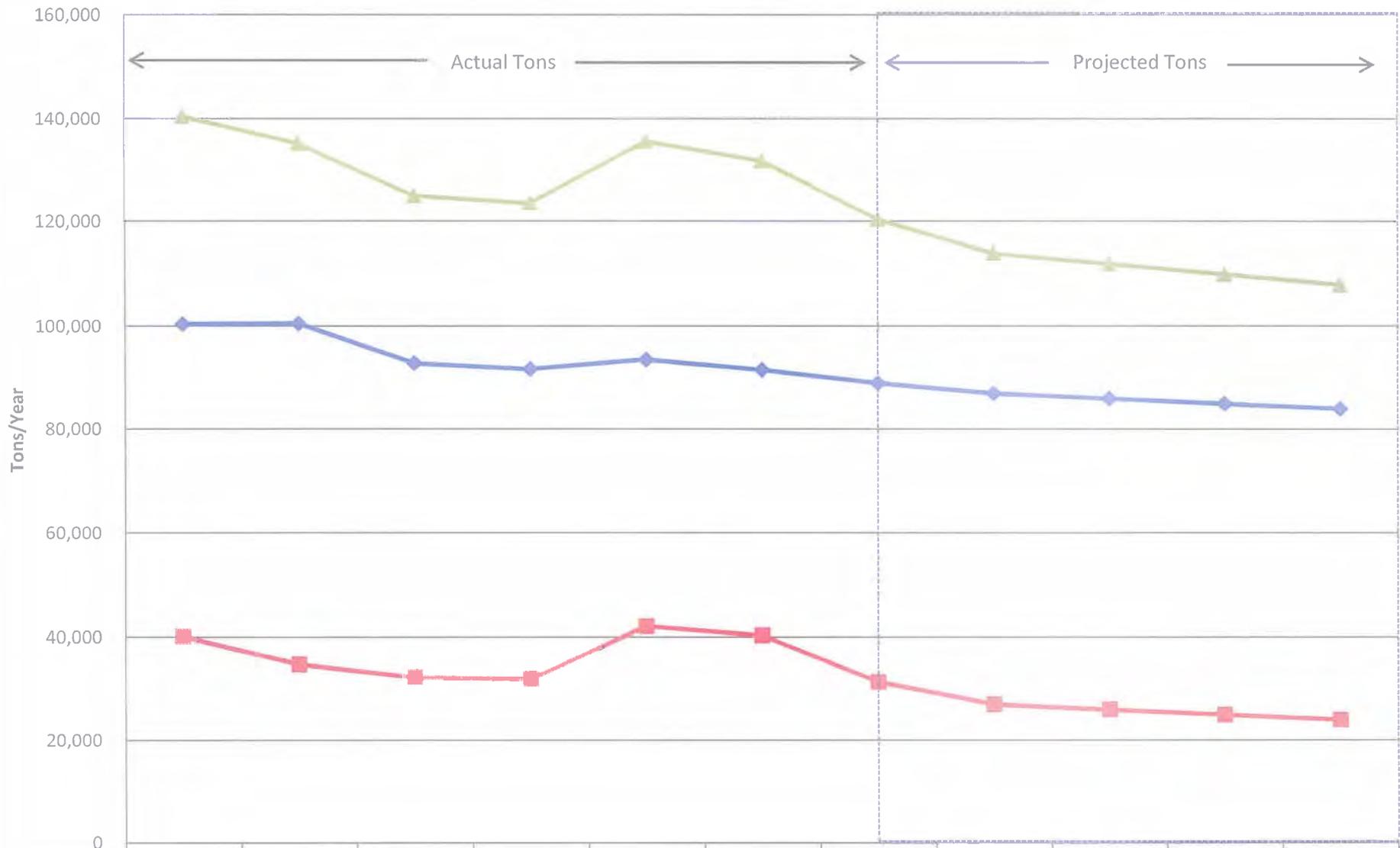
SWMF Increase Impact on Overall Trash & Recycling Service Cost					
	Average CSWD Household*		Typical Commercial Account**		Typical C&D pull***
	\$/month	\$/year	\$/month	\$/year	\$/pull
Current Typical Garbage Bill/month	\$34.00	\$408.00	\$300	\$3,600	\$510.00
Increase of CSWD SWMF	\$0.37	\$4.45	\$4.28	\$51.38	\$19.76
New Garbage Bill after CSWD Increase	\$34.37	\$412.45	\$304.28	\$3,651.38	\$529.76
Overall Increase	1.09%		1.4%		3.9%

Curbside Trash & Recycling Service Components						
	Average CSWD Household		Typical Commercial Account		Typical C&D pull	
	\$/Ton	\$/year	\$/Ton	\$/year	\$/Ton	\$/pull
Collection Service Cost	\$338.02	\$309.59	\$231.09	\$2,470.58	27.5	110
Tip Fee at Transfer Station	\$85.00	\$76.54	\$85.00	\$884.00	\$85.00	\$340.00
Tip Fee at Materials Recovery Facility	\$8.00	\$2.00	\$8.00	\$16.00		
CSWD SWMF	\$27.00	\$24.31	\$27.00	\$280.80	\$27.00	\$108.00
Total	\$458.02	\$412.45	\$351.09	\$3,651.38	\$132	\$558
CSWD SWMF as % of total bill	5.9%		7.7%		20.4%	

- * Households assumed to generate 55% of MSW and 15% of C&D
- ** Typical Commercial Account at 4 cubic yards/week at 100 pounds/cy
- *** Typical 20 cubic yard C&D roll-off pull

0.90 Tons/year
10.4 Tons/year
4 Tons/pull

Tons/Year Subject to SWMF



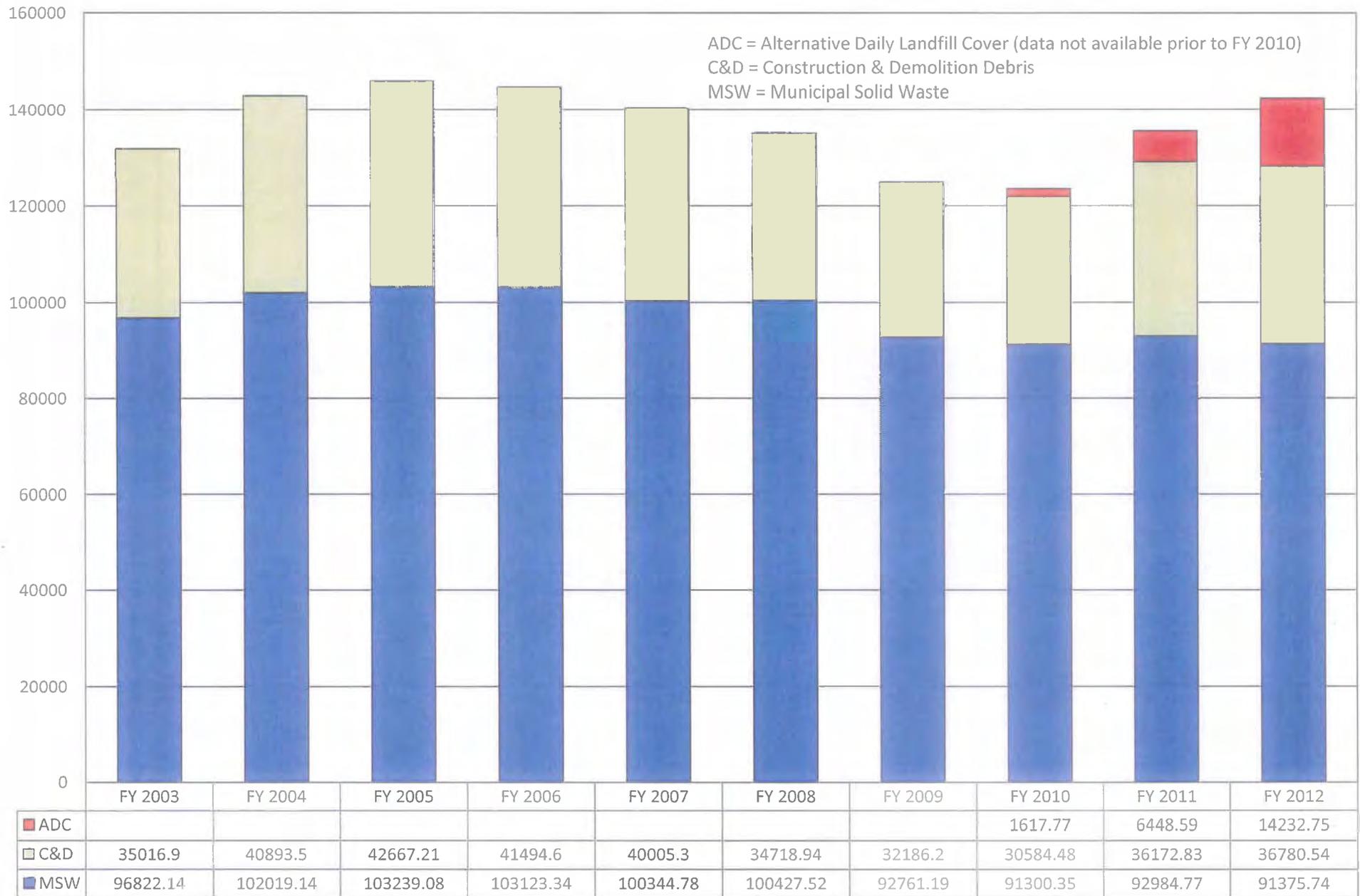
	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	FY 13 Proj	FY 14 Proj	FY 15 Proj	FY 16 Proj	FY 17 Proj
MSW	100,365	100,443	92,780	91,674	93,498	91,548	89,000	87,000	86,000	85,000	84,000
C&D	40,025	34,734	32,204	31,851	42,117	40,318	31,400	27,000	26,000	25,000	24,000
Total	140,390	135,176	124,984	123,526	135,615	131,866	120,400	114,000	112,000	110,000	108,000

HIGHLIGHTS

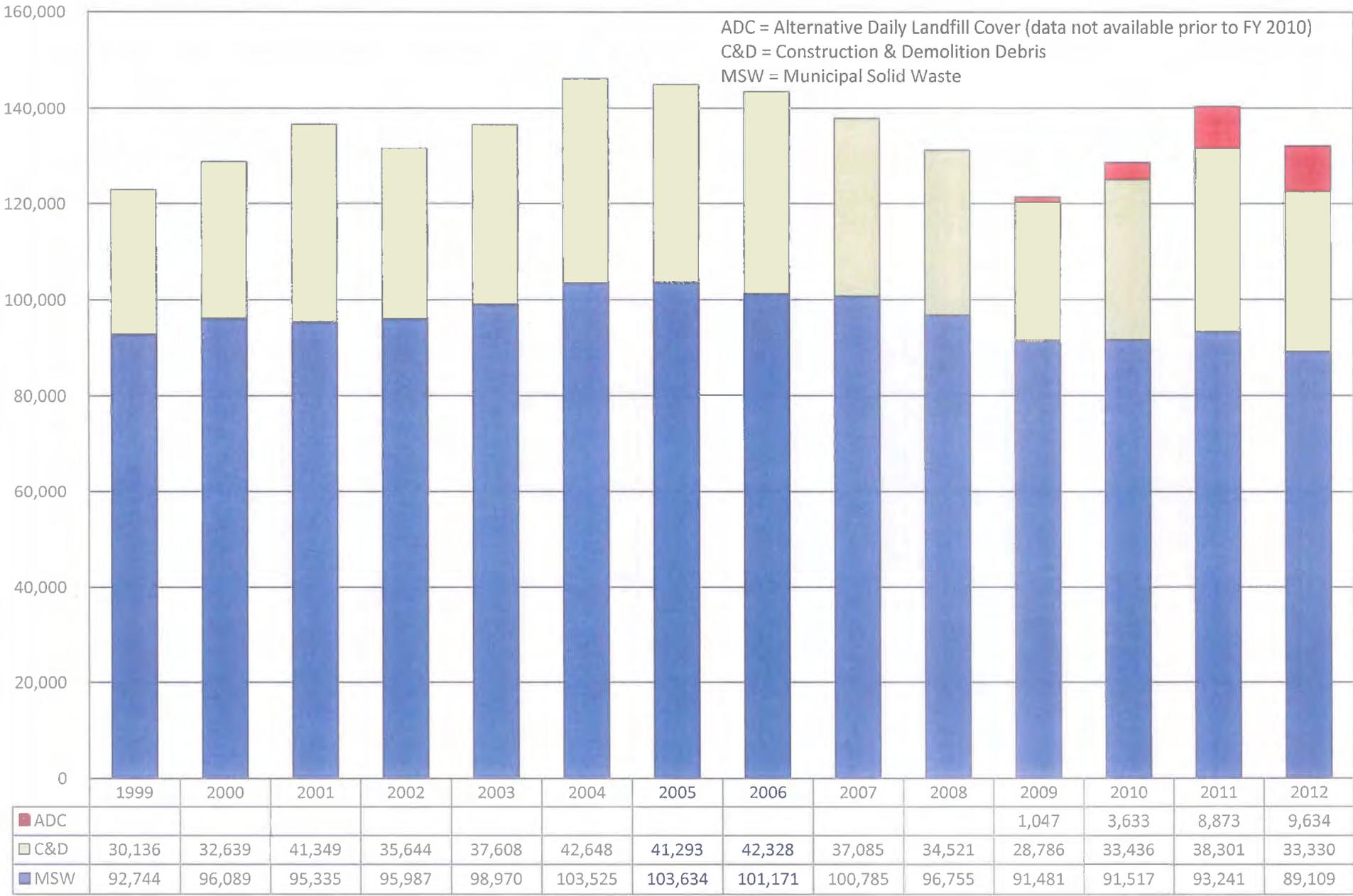
FY14 CAPITAL PROGRAM BUDGET

- A. CSWD FY14 Capital Budget increases from \$3,119,586 to \$4,877,250.
- B. \$1.6 million of the FY14 proposed capital budget is for new equipment and refurbishing of existing equipment and facilities at the Materials Recovery Facility (MRF), originally budgeted in FY13 and carried forward into FY14.
- C. \$1.5 million of the capital budget is for potential purchase of the transfer station in Williston; this would be funded with long-term debt (requiring county-wide bond vote) if this expenditure is undertaken.
- D. Acquisition of land for the future landfill project is budgeted in the amount of \$650,000; this would require a county-wide bond vote to finance this purchase.
- E. Numerous minor upgrades at CSWD facilities to increase efficiency of operations, improve the level of service to facility users, or extend the useful life of CSWD's capital infrastructure will be completed.

CHITTENDEN SOLID WASTE DISTRICT Tons Landfilled - Fiscal Years 2003-2012

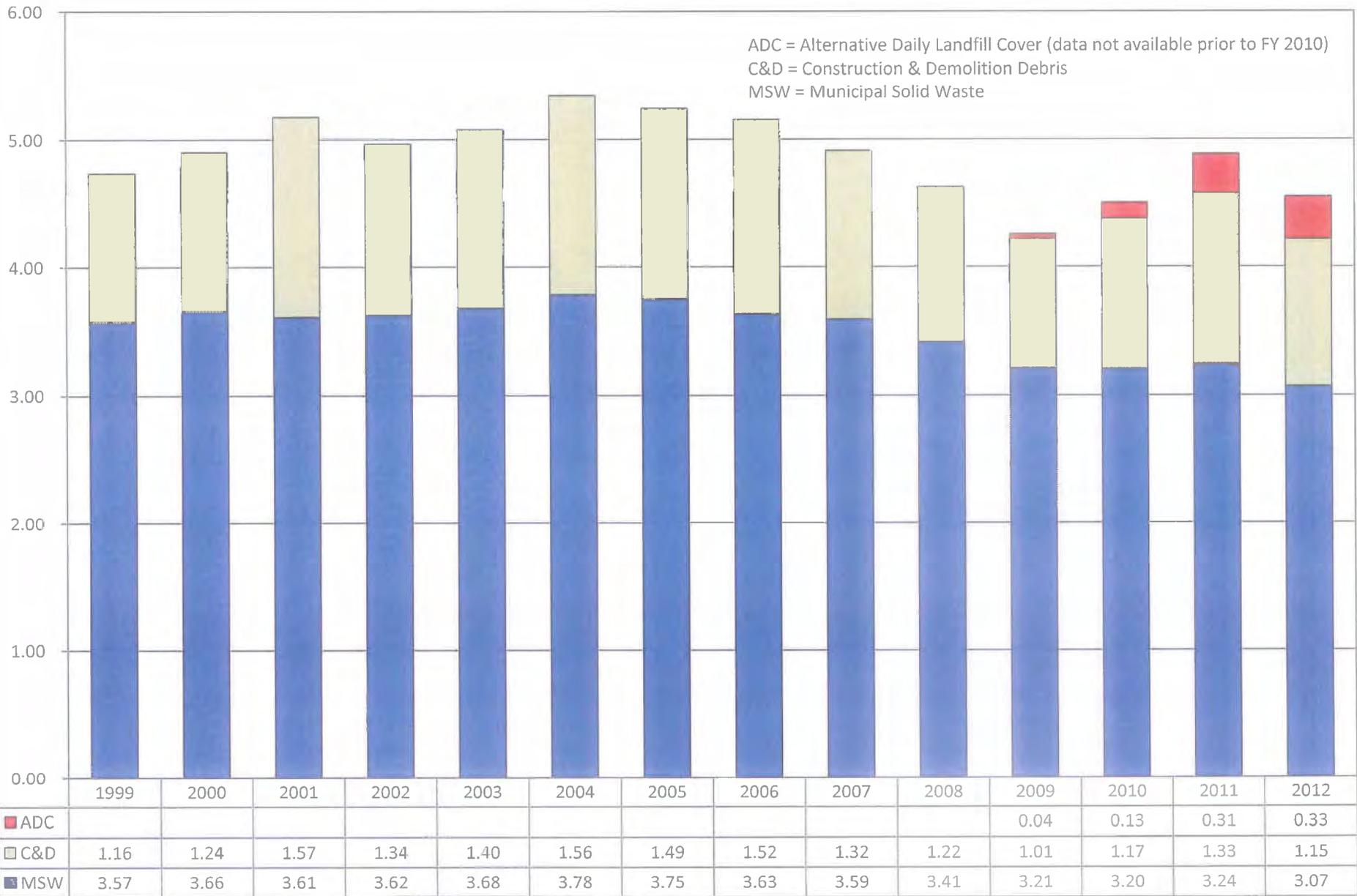


CHITTENDEN SOLID WASTE DISTRICT Tons Landfilled - Calendar Years 1999-2012



CHITTENDEN SOLID WASTE DISTRICT

Pounds per Capita per Day Landfilled Calendar Years 1999-2012



CHITTENDEN SOLID WASTE DISTRICT

Mission & Goals

Mission:

Assuring the efficient, effective, economical and environmentally sound management of solid waste generated within its member municipalities.

Goal #1:

To operate as the authority responsible for oversight and control of solid waste.

Goal #2:

To base a solid waste management system on the following hierarchical priorities:

1. reduction of toxicity and volume of the waste stream
2. reuse
3. recycling and composting
4. disposal

Goal #3:

To ensure that the cost of the solid waste system will be paid for by the users of the solid waste system.

Goal #4:

To educate the public about the District's solid waste management goals and the means for achieving them throughout all sectors of the public.

Goal #5:

To encourage a solid waste management system which consists of an appropriate combination of public, private, and public/private programs which best serves the members of the District and promotes the public good.

Goal #6:

To promote a flexible and dynamic solid waste management process capable of responding to technological advancement and changes in local conditions.

CSWD BOARD OF COMMISSIONERS

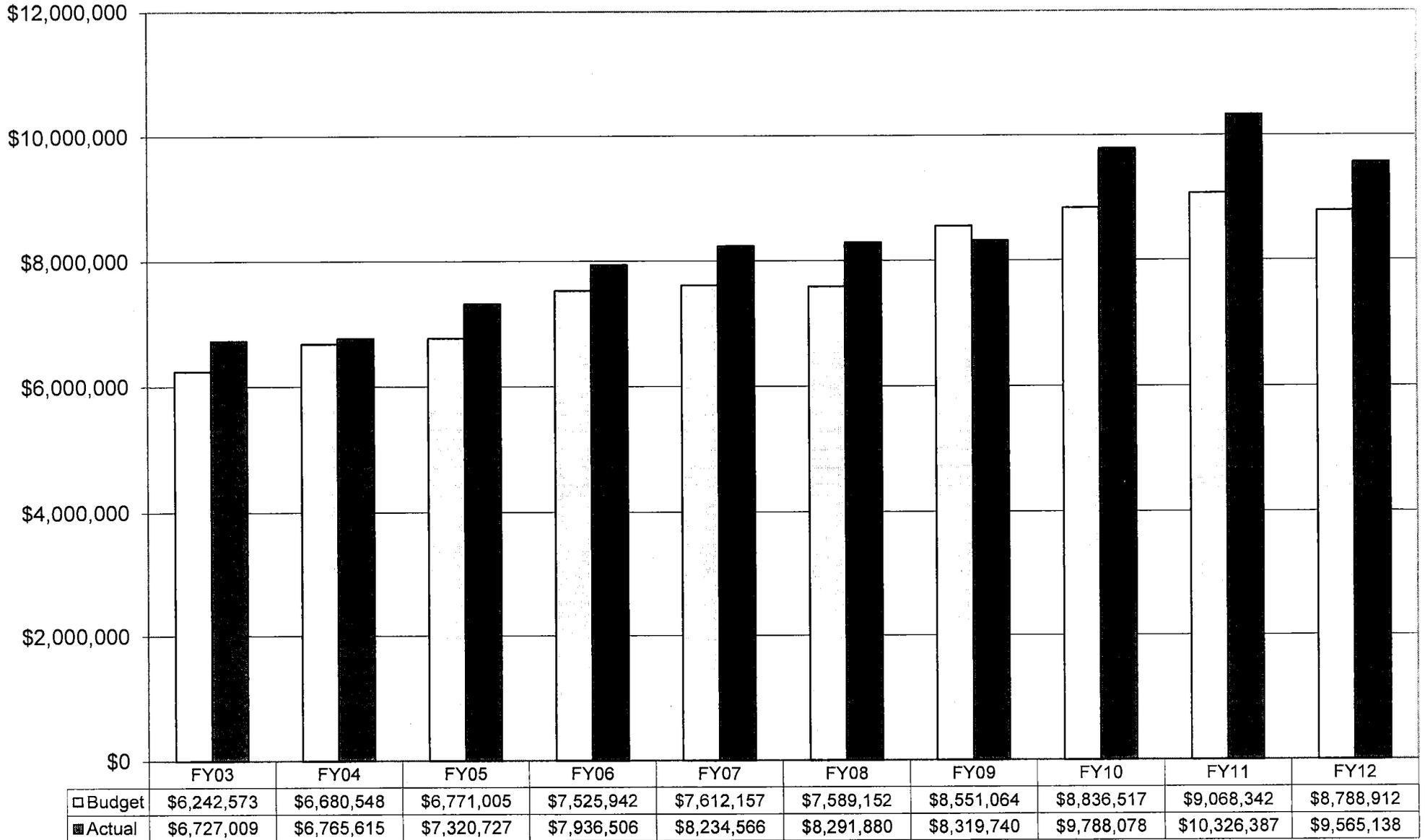
TOWN	NAME	ADDRESS	HOME #	WORK#	E-MAIL
Bolton - Rep.	Deb Armstrong	2680 Roosevelt Highway, Waterbury VT 05676	434-2826	223-2374	debracecar@qmvnt.net
Bolton - Alt.	<i>Vacant</i>				
Burlington - Rep.	Steve Goodkind	Burl Public Works, 645 Pine St., Suite A, Burl. 05401	862-2731	863-9094	sgoodkind@ci.burlington.vt.us
Burlington - Alt.	<i>Vacant</i>				
Charlotte - Rep.	Abby Foulk	957 Orchard Rd, Charlotte VT 05445	425-3078	999-8501	afoulk@qmvnt.com
Charlotte - Alt.	Michael Kurt	PO Box 171, Charlotte VT 05445			kmichaelkurt@hotmail.com
Colchester - Rep.	Dirk Reith	97 Fox Run Rd, Colchester VT 05446	879-6547	527-1296	dreith@aol.com
Colchester - Alt.	Nadine Scibek	248 Crossfield Drive, Colchester VT 05446	860-6225		nadinescibek@myfairpoint.net
Essex - Rep.	Alan Nye	25 Stannard Drive, Essex Jct. VT 05452	879-7442	872-4165	alan.nye@dhs.gov
Essex - Alt.	Max Levy	8 Bashaw Drive, Essex Jct. VT 05452	878-5267	769-9575	maxglevynessex@aol.com
Essex Jct. - Rep	John Laiza	14 South Hill Drive, Essex Jct. VT 05452	316-4327	878-2678	vze39ncx@myfairpoint.net
Essex Jct. - Alt.	George Tyler	8 Acorn Circle, Essex Jct., VT 05452	878-7785	310-8215	ga55tyler@msn.com
Hinesburg - Rep.	Lynn Gardner	PO Box 150, Hinesburg VT 05461	482-2579	482-2325	cliffordlumber@qmvnt.net
Hinesburg - Alt.	Doug Taff	210 Heron Pond Road, Hinesburg, VT 05461	482-3066		rozisdad@qmvnt.net
Huntington - Rep.	Jim Christiansen	1925 Sherman Hollow Rd., Huntington VT 05462	434-6344		iccc@madriver.com
Huntington - Alt.	Roman Livak	8420 Main Rd, Huntington VT 05462	434-2663		romanlivak@qmvnt.net
Jericho - Rep.	Albert Lindholm	PO Box 1054, 33 Bolger Hill Rd. Jericho VT 05465	899-3879		bertlindhm@aol.com
Jericho - Alt.	Leslie Nulty	PO Box 1121, Jericho Ctr. VT 05465	899-4582		lenulty84@gmail.com
Milton - Rep.	Roger Hunt	481 Middle Road, Milton VT 05468	893-9862	893-6030	rhunt@town.milton.vt.us
Milton - Alt.	<i>Vacant</i>				
Richmond - Rep.	Adam Sherman	158 Church Street, Richmond VT 05477	595-3538	223-7770x128	adamshermanvt@yahoo.com
Richmond - Alt.	<i>Vacant</i>				
St. George - Rep.	Carol Blakely	491 Forest Road, St. George VT 05495	482-3615		cbla@qmvnt.net
St. George - Alt.	<i>Vacant</i>				
Shelburne - Rep.	Timothy Loucks	1141 Falls Road, Shelburne VT 05482	985-2236	825-8872	tploucks@gmail.com
Shelburne - Alt.	Paul Bohne, III	Town of Shelburne, PO Box 88 Shelburne VT 05482		985-5110	pbohne@shelburnevt.org
So. Burlington - Rep.	Paul Stabler	75 Butler Dr., So. Burlington VT 05403	862-9283	769-6974	stabler@us.ibm.com
So. Burlington - Alt.	Mark Boucher	20 Knoll Circle, South Burlington VT 05403	863-2588	363-0768	markboucher@comcast.net
Underhill - Rep.	Dan Steinbauer	P.O. Box 51, Underhill Ctr. VT 05490	899-3525		dsteinbauer@comcast.net
Underhill - Alt.	Mike Weisel	P.O. Box 71, Underhill Ctr. VT 05490	899-3343	324-1441	mweisel5@gmail.com
Westford - Rep.	Michelle DaVia	71 North Road, Westford VT 05494	893-3879	922-2537	mdavia1@hotmail.com
Westford - Alt.	<i>Vacant</i>				
Williston - Rep.	Craig Abrahams	855 Ledgewood Drive, Williston VT 05495	578-3677		cabrahams@comcast.net
Williston - Alt.	Tracey Tsugawa	225 Chamberlain Lane, Williston VT 05495	872-0494	828-2493	nozomi_vt@comcast.net
Winooski - Rep.	James Ticehurst	11 Cedar St., Winooski VT 05404	655-3718		jticehurst@myfairpoint.net
Winooski - Alt.	<i>Vacant</i>				

CHITTENDEN SOLID WASTE DISTRICT

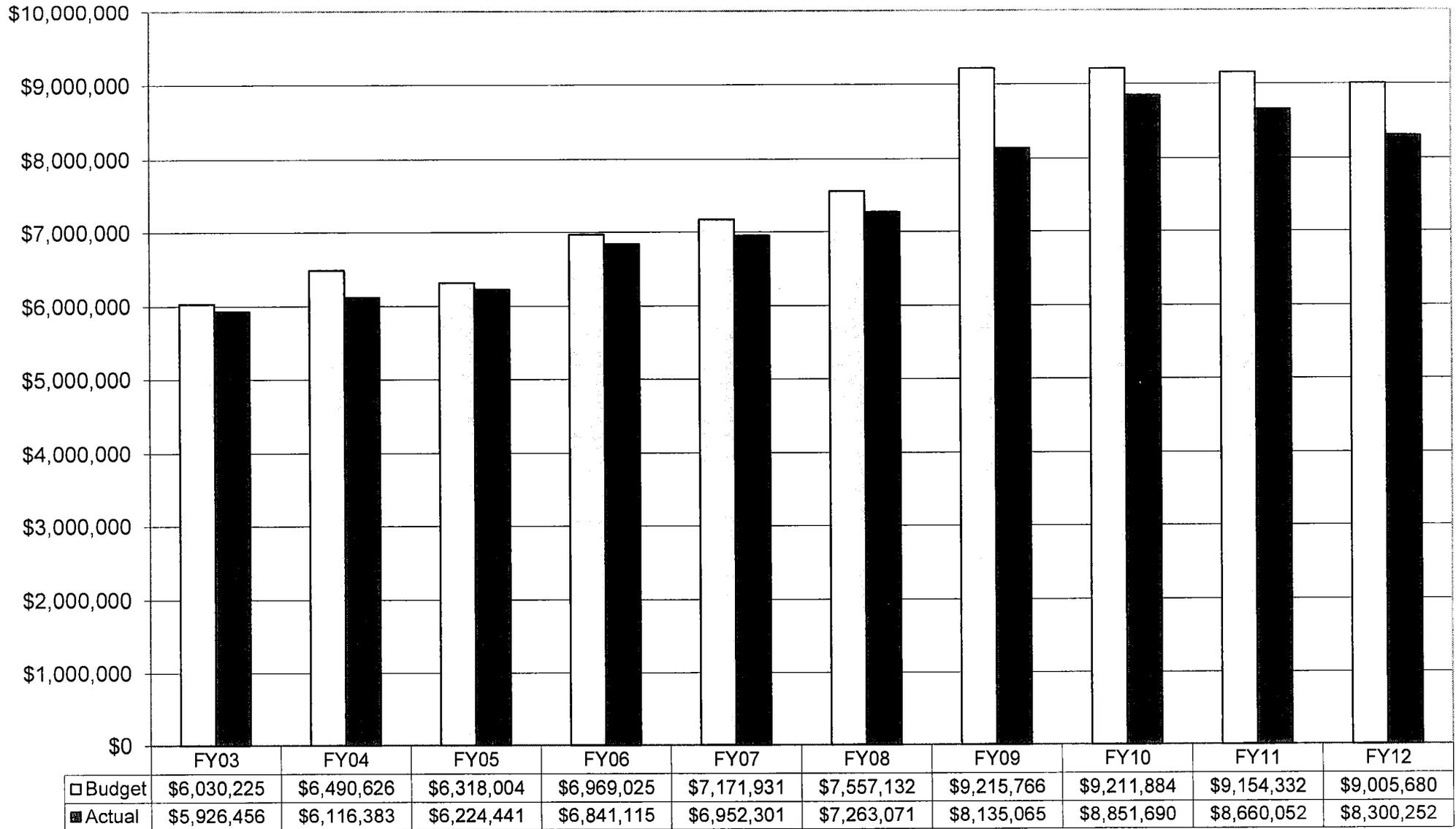
FY 2014 BUDGET TIMELINE

DATE	ACTION BY WHOM	ACTION TAKEN
November 14, 2012	Board of Commissioners	Passed Preliminary Budget & Approve Dissemination
January 23, 2013	Board of Commissioners	Preliminary Budget Hearing Held
Feb- May 2013	Finance Committee & CSWD Staff	Revise Preliminary Budget
May 22, 2013	Board of Commissioners	Budget Approved For Adoption
May 23, 2013	CSWD Staff	Notify Members of Budget Approval & Establish Presentation Schedule
Thru June25, 2013	CSWD Staff	Budget Presentations to Member Municipalities
Thru June 25, 2013	Community Governments	Budget Adoption
June 26, 2013	Board of Commissioners	Approve Budget Implementation
July 1, 2013	CSWD Staff	Implement Budget

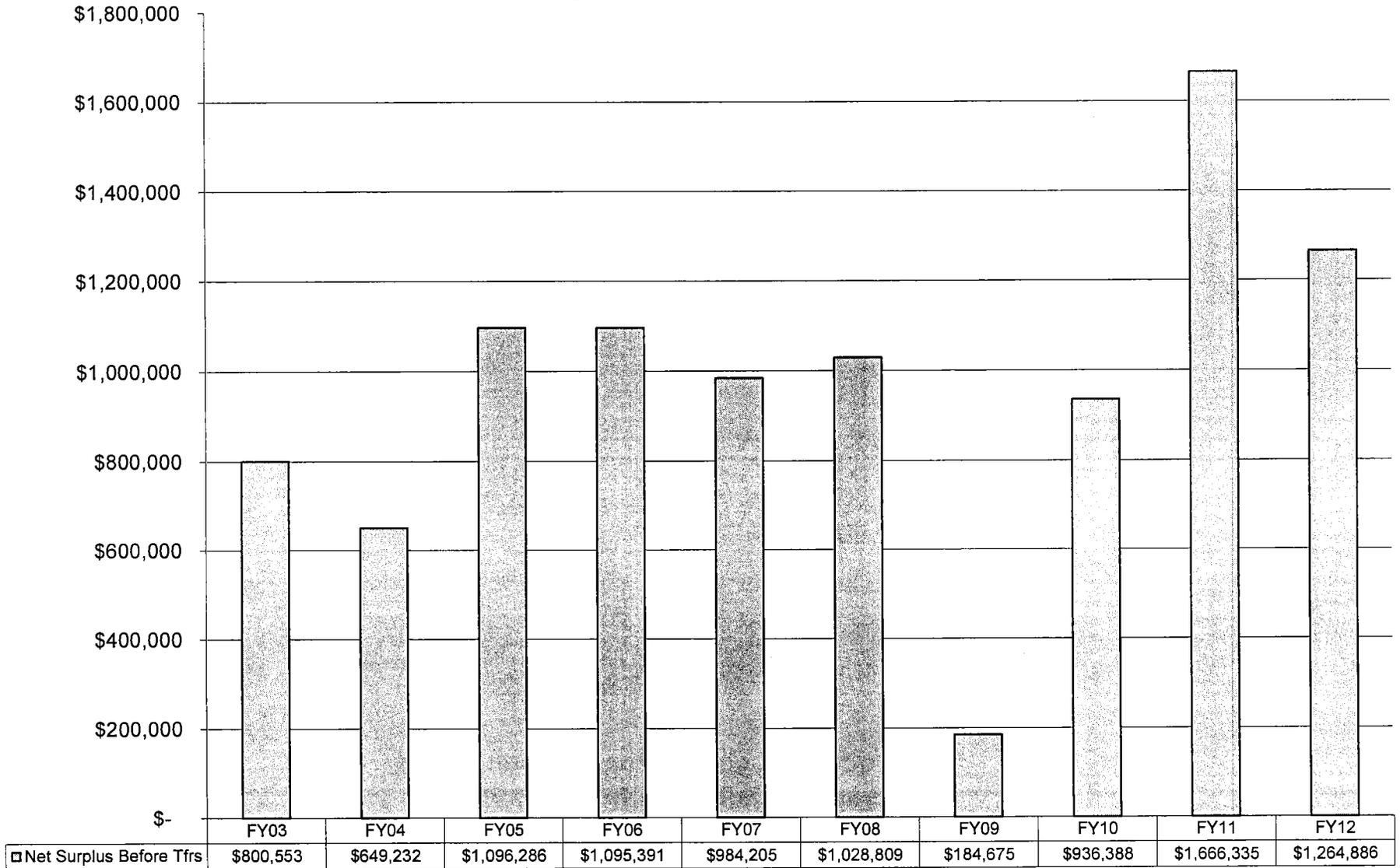
**CHITTENDEN SOLID WASTE DISTRICT
Budgeted Revenues versus Actual Revenues
FY03 to FY12 - General Fund**



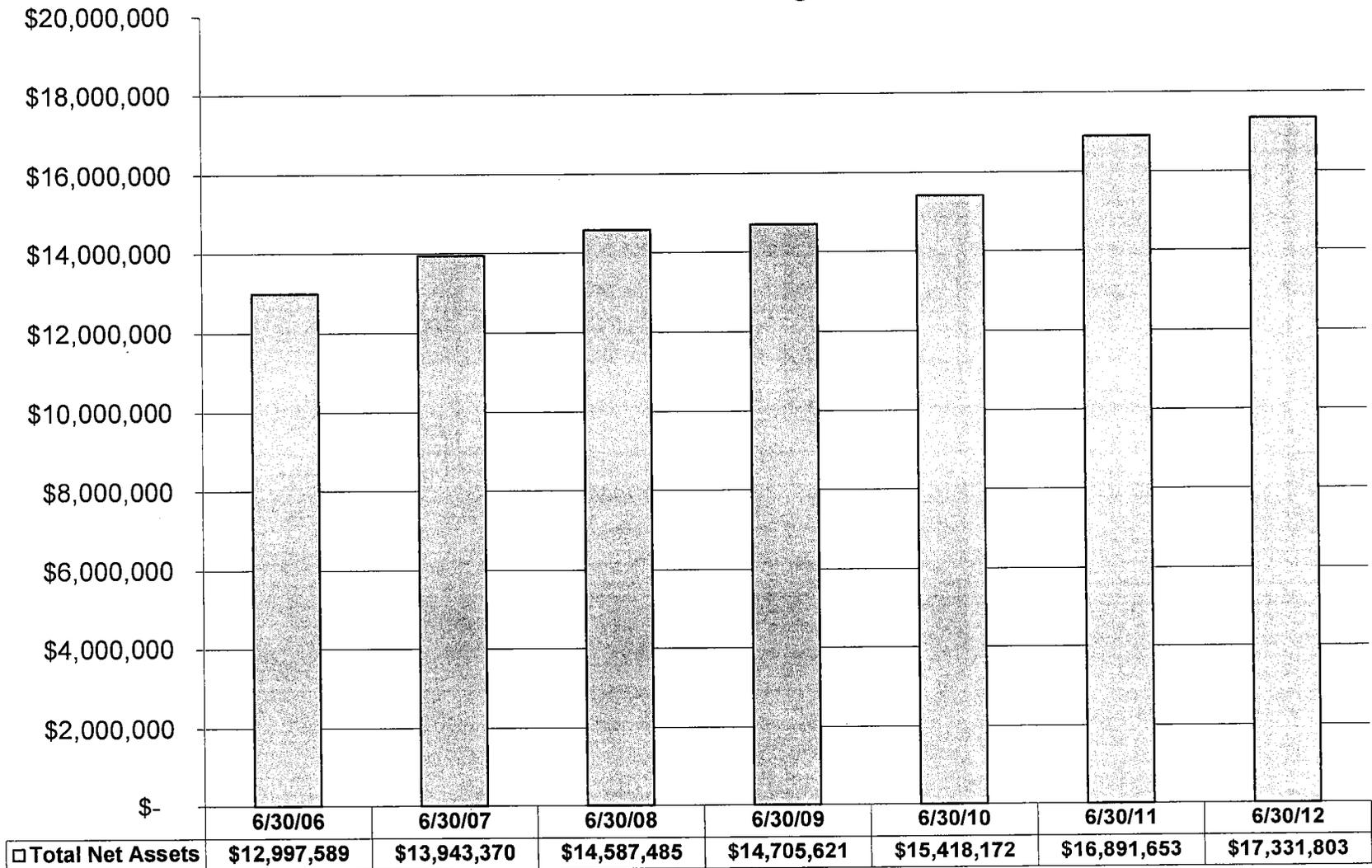
CHITTENDEN SOLID WASTE DISTRICT
Budgeted Expenses versus Actual Expenses
FY03 to FY12 - General Fund



**CHITTENDEN SOLID WASTE DISTRICT
Actual Net Revenues Over Expenses
Before Transfers To/From Reserves
FY03 to FY12 - General Fund**



CHITTENDEN SOLID WASTE DISTRICT
Total Net Assets
Based on Audited Balance Sheets
as of June 30 - Years 2006 Through 2012



CHITTENDEN SOLID WASTE DISTRICT
SUMMARY OF ALL FUNDS
FY 2014 PROPOSED BUDGET

	[A]	[B]	[C]	[D]	[E]	[F]	[G]	[H]	[I]	
SUMMARY ACCOUNT LINE	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED BUDGET	FY 2014 PROPOSED BUDGET				FY2014 VS FY2013		
				TOTAL PROPOSED BUDGET	GENERAL OPERATING PROGRAMS	CAPITAL PROJECTS FUNDS	OTHER DESIGNATED FUNDS	PERCENT CHANGE	DOLLAR CHANGE	
EXPENDITURES										
1 Salaries & Wages	\$ 1,858,199	\$ 1,936,152	\$ 2,278,140	\$ 2,170,503	\$ 2,170,503	\$ -	\$ -	-5%	\$ (107,637)	1
2 Personnel Benefits	702,253	695,839	866,264	835,323	835,323	-	-	-4%	(30,941)	2
3 Education & Training	56,975	57,268	93,429	94,599	94,599	-	-	1%	1,170	3
4 Professional Services	475,640	371,850	596,002	579,725	579,725	-	-	-3%	(16,277)	4
5 Other Services	4,211,046	3,913,437	4,061,978	4,167,963	4,167,963	-	-	3%	105,985	5
6 Insurance	74,600	73,106	80,901	86,727	86,727	-	-	7%	5,826	6
7 Printing & Advertising	123,474	162,541	206,180	157,075	157,075	-	-	-24%	(49,105)	7
8 Utilities	83,355	77,657	99,773	96,376	96,376	-	-	-3%	(3,397)	8
9 Computer Equipment, Systems	40,217	36,066	59,968	48,003	48,003	-	-	-20%	(11,965)	9
10 Office Supplies/Equipment	19,134	36,343	29,068	42,517	42,517	-	-	46%	13,449	10
11 General Supplies	294,007	398,535	383,715	310,679	310,679	-	-	-19%	(73,036)	11
12 Interdepartmental	-	-	-	-	-	-	-	0%	-	12
13 Other Charges	314,036	178,382	224,643	150,464	150,464	-	-	-33%	(74,179)	13
14 Debt Service	407,116	363,075	-	-	-	-	-	0%	-	14
15 Programs	-	-	-	-	-	-	-	0%	-	15
16 SUBTOTAL - OPERATING EXPENDITURES	8,660,052	8,300,251	8,980,061	8,739,954	8,739,954	-	-	-3%	(240,107)	16
17										17
18 Capital and Other Expenditures	1,983,867	1,393,960	3,157,366	4,892,250	-	4,877,250	15,000	55%	1,734,884	18
19										19
20 TOTAL EXPENDITURES	10,643,919	9,694,211	12,137,427	13,632,204	8,739,954	4,877,250	15,000	12%	1,494,777	20
21										21
22 TOTAL REVENUES	10,377,712	10,243,854	9,439,424	11,589,990	9,183,678	2,402,022	4,290	23%	2,150,566	22
23										23
24 NET OF REVENUES OVER (UNDER) EXPENDITURES	(266,207)	549,643	(2,698,003)	(2,042,214)	443,724	(2,475,228)	(10,710)	-24%	655,789	24
25										25
26 Transfers Out To Other Funds	(1,811,513)	(1,729,906)	(576,785)	(796,550)	(562,879)	(151,610)	(82,061)	38%	(219,765)	26
27 Transfers In From Other Funds	1,811,513	1,729,906	576,785	796,550	233,671	411,595	151,284	38%	219,765	27
28 Transfer from Restricted Debt Service Reserve	-	363,075	-	-	-	-	-	0%	-	28
29										29
30 Draws From (Increases Into) Residual Fund Equity	266,207	(912,718)	2,698,003	2,042,214	(114,516)	2,215,243	(58,513)	-24%	(655,789)	30
31										31
32 NET AMOUNT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	32

PROPOSED BUDGET

CHITTENDEN SOLID WASTE DISTRICT
FY 2014 PROPOSED BUDGET
Actual and Projected Unrestricted Fund Equity

	6/30/11	6/30/12	6/30/13	6/30/14
	ACTUAL	ACTUAL	PROJECTION	PROJECTED
	PER AUDIT	PER AUDIT	as of 4/1/13	BALANCES
Designated for Capital Improvements:				
<i>Facilities Improvement Reserves</i>				
MRF	\$ 3,877,493	\$ 2,239,249	\$ 2,353,388	\$ 662,578
Special Waste	422,637	306,052	295,769	242,656
DOC	637,702	877,622	594,588	413,472
Unregulated Hazardous Waste	261,829	298,075	236,859	181,570
Biosolids Program	231,734	233,473	234,401	155,404
Compost Program	(1,787,196)	-	-	3,815
Property Management & Admin	375,278	356,752	292,445	132,712
Total Funds Designated For Capital	\$ 4,019,477	\$ 4,311,223	\$ 4,007,451	\$ 1,792,208
Other Designated Funds:				
Post Closure Reserves (In Excess of 30-yr Obligation) *	\$ 13,230	\$ (177,322) *	\$ (115,871) *	\$ 12,068
Facilities Closure Reserves	274,410	476,348	480,719	482,159
Community Cleanup Fund	41,989	56,326	65,306	51,806
Managers' Deferred Compensation Reserve	52,700	19,133	7,683	7,683
Rate Stabilization Reserve	-	-	-	99,784
Total Funds Designated For Other Purposes	382,329	374,485	437,837	653,500
Total - All Designated Funds	\$ 4,401,806	\$ 4,685,708	\$ 4,445,288	\$ 2,445,708
Undesignated Fund Equity, end of fiscal year				
Undesignated Fund Equity *	1,111,274	1,089,063 *	1,089,063 *	1,203,579
Total Unrestricted Fund Equity - Designated & Undesignated	\$ 5,513,080	\$ 5,774,771	\$ 5,534,351	\$ 3,649,287

* Note: for the GAAP-basis audited financial statements, the Undesignated Fund Equity is reported net of any deficit in designated Post-Closure Reserve.

CHITTENDEN SOLID WASTE DISTRICT
SUMMARY OF PROPOSED FY14 BUDGET
GENERAL OPERATING PROGRAMS

LINE ITEM A/C # ACCOUNT	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED BUDGET	FY 2014 PROPOSED BUDGET	PROGRAM BUDGETS																	PERCENT CHANGE	DOLLAR CHANGE																		
					3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19																				
					MSW	MRF	Waste Reduction	Special Waste	Drop-off Centers	Hazardous Waste	Safety QA	Biosolids	GM Compost	Special Projects	Future Projects	Property Managemt	Finance	Admin	Marketing	Enforcemt	PUD																				
OPERATING EXPENSES																																									
1	TOTAL 5100 - SALARIES & WAGES	\$ 1,858,199	\$ 1,936,152	\$ 2,278,140	\$ 2,170,503	\$ 10,738	\$ 85,150	\$ 172,510	\$ 88,695	\$ 689,604	\$ 251,754	\$ 16,552	\$ 8,964	\$ 206,577	\$ 54,837	2,988	\$ -	\$ 158,560	\$ 256,542	\$ 96,175	\$ 36,094	34,763	-5%	\$ (107,637)																	
2	TOTAL 5200 - PERSONNEL BENEFITS	702,253	695,839	866,264	835,323	3,559	22,033	60,907	36,570	329,176	84,484	4,228	3,612	99,578	13,807	1,204	0	47,347	79,276	21,882	4,120	23,537	-4%	(30,941)																	
3																																									
4	5320 STAFF TRAINING	10,876	15,240	31,109	33,041	0	3,000	5,350	1,900	3,600	4,050	2,475	0	3,700	878	0	0	2,700	2,363	1,325	1,500	0	6%	1,932																	
5	5325 TEAM MOTIVATION	2,099	6,969	9,200	12,300	0	0	0	0	0	0	0	0	0	0	0	0	0	12,300	0	0	0	34%	3,100																	
6	5340 TRAVEL & MEALS	26,613	19,909	31,599	30,518	45	2,028	3,252	1,005	3,189	4,350	1,228	3,000	433	3,070	0	0	141	5,220	1,353	2,204	0	-3%	(1,081)																	
7	5360 SUBSCRIPTIONS	1,306	1,199	2,212	1,920	0	139	55	0	0	0	84	0	203	91	0	0	0	1,218	130	0	0	-13%	(292)																	
8	5365 MEMBERSHIP DUES	16,081	13,951	19,309	16,820	0	750	0	0	0	1,175	75	750	1,285	0	0	0	410	12,375	0	0	0	-13%	(2,489)																	
9	TOTAL 5300 - Education & Training	56,975	57,268	93,429	94,599	45	5,917	8,657	2,905	6,989	9,575	3,862	3,750	5,621	4,039	0	0	3,251	33,476	2,808	3,704	0	1%	1,170																	
10																																									
11	5410 MEDICAL EXAMS	1,313	1,203	1,693	1,603	0	0	0	0	400	1,203	0	0	0	0	0	0	0	0	0	0	0	-5%	(90)																	
12	5425 LEGAL FEES	156,139	66,579	37,350	87,430	0	5,400	0	0	0	0	0	2,960	42,880	8,800	15,000	250	2,000	9,000	0	1,140	0	134%	50,080																	
16	5448 BANK FEES	6,372	5,524	5,655	4,155	0	0	0	0	0	0	0	0	4,000	0	0	0	155	0	0	0	0	-27%	(1,500)																	
17	5450 AUDIT FEES	12,100	12,700	16,800	15,000	0	0	0	0	0	0	0	0	0	0	0	0	15,000	0	0	0	0	-11%	(1,800)																	
18	5465 SCALE MAINTENANCE/CERTIFICATION	523	371	660	610	0	310	0	0	0	0	0	0	300	0	0	0	0	0	0	0	0	-8%	(50)																	
19	5492 OTHER TESTING	26,500	19,851	23,880	20,360	0	0	0	0	280	0	0	1,500	18,580	0	0	0	0	0	0	0	0	-15%	(3,520)																	
20	5495 GROUND WATER TESTING	35,335	31,669	39,259	32,742	24,400	0	0	0	0	0	0	0	8,342	0	0	0	0	0	0	0	0	-17%	(6,571)																	
21	5499 OTHER SERVICES	237,358	233,953	470,705	417,825	9,450	25,000	3,800	127,666	4,000	9,485	0	100,000	9,315	60,000	20,000	1,400	0	15,500	9,630	579	22,000	-11%	(52,880)																	
22	TOTAL 5400 - Professional Services	475,640	371,850	596,002	579,725	33,850	30,710	3,800	127,666	4,400	10,968	0	104,460	83,417	68,800	35,000	1,650	17,155	24,500	9,630	1,719	22,000	-3%	(16,277)																	
23																																									
24	5505 BUILDING/LAND LEASE	59,988	19,494	19,871	20,520	0	0	0	0	1,006	19,514	0	0	0	0	0	0	0	0	0	0	0	3%	649																	
25	5510 EQUIPMENT LEASES	136,047	143,677	151,520	157,721	0	0	90	34,000	42,604	0	0	13,355	66,988	0	0	0	0	684	0	0	0	4%	6,201																	
26	5515 EQUIPMENT SERVICE CONTRACTS	6,240	5,802	7,776	7,172	0	0	0	0	3,880	0	0	0	315	0	0	0	0	2,977	0	0	0	-8%	(604)																	
27	5525 FACILITIES MANAGEMENT	1,542,772	1,498,083	1,624,447	1,801,360	0	1,801,360	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11%	176,913																	
28	5545 HAZARDOUS WASTE DISPOSAL	107,971	130,776	126,945	152,376	0	0	0	5,825	0	146,551	0	0	0	0	0	0	0	0	0	0	0	20%	25,431																	
29	5546 LEACHATE TREATMENT	26,103	2,953	2,590	2,228	1,228	0	0	0	0	0	0	0	1,000	0	0	0	0	0	0	0	0	-14%	(362)																	
30	5547 LEACHATE TESTING	3,198	3,907	4,254	4,254	3,950	0	0	0	0	0	0	0	304	0	0	0	0	0	0	0	0	0%	0																	
31	5548 LEACHATE HAULING	46,952	11,479	15,160	14,620	10,240	0	0	0	0	0	0	0	4,380	0	0	0	0	0	0	0	0	-4%	(540)																	
32	5550 SOLID WASTE DISPOSAL	15,831	12,006	9,791	9,791	0	0	0	0	0	5,999	0	0	3,792	0	0	0	0	0	0	0	0	0%	0																	
34	5552 TIRES DISPOSAL	71,986	73,404	71,200	73,600	0	0	39,600	34,000	0	0	0	0	0	0	0	0	0	0	0	0	0	3%	2,400																	
37	5556 MSW DISPOSAL	570,379	583,730	593,945	583,551	0	0	0	583,301	0	0	0	0	0	0	0	0	250	0	0	0	0	-2%	(10,394)																	
38	5557 RECYCLING @ CSWD	11,599	(23,971)	(16,215)	20,521	0	0	0	20,521	0	0	0	0	0	0	0	0	0	0	0	0	0	-227%	36,736																	
39	5559 REFRIGERANT REMOVAL	20,688	23,440	22,848	26,720	0	0	0	26,720	0	0	0	0	0	0	0	0	0	0	0	0	0	17%	3,872																	
40	5560 ELECTRONICS MANAGEMENT	95,798	23,465	21,627	14,350	0	0	0	0	0	1,350	0	0	0	0	0	0	0	0	0	13,000	0	-34%	(7,277)																	
41	5561 FOOD WASTE MANAGEMENT	11,709	13,748	15,652	17,105	0	0	0	0	17,105	0	0	0	0	0	0	0	0	0	0	0	0	9%	1,453																	
42	5562 FLUORESCENT LAMPS	31,181	37,851	25,770	19,228	0	0	0	0	0	19,228	0	0	0	0	0	0	0	0	0	0	0	-25%	(6,542)																	
45	5577 SLUDGE MANAGEMENT	1,166,368	1,125,837	1,115,105	984,050	0	0	0	0	0	0	0	984,050	0	0	0	0	0	0	0	0	0	-12%	(131,055)																	
46	5580 TRUCKING SERVICES	103,107	41,961	54,988	49,080	0	0	0	0	0	0	0	2,925	46,155	0	0	0	0	0	0	0	0	-11%	(5,908)																	
47	5584 SNOW PLOWING	23,780	23,700	26,900	27,700	0	0	0	23,000	3,950	0	0	0	0	0	0	750	0	0	0	0	0	3%	800																	
48	5587 BUILDING & GROUNDS MAINTENANCE	33,991	42,893	43,584	43,626	1,000	0	0	10,900	2,100	0	0	7,700	0	0	11,500	0	10,426	0	0	0	0	0%	62																	
49	5592 EQUIPMENT MAINTENANCE	118,205	112,569	114,900	124,100	0	7,500	0	12,100	23,250	4,800	0	30,000	46,450	0	0	0	0	0	0	0	0	8%	9,200																	
50	5594 TIRE REPAIR/REPLACEMENT	6,626	6,633	9,340	14,290	0	0	0	3,500	10,790	0	0	0	0	0	0	0	0	0	0	0	0	53%	4,950																	
52	TOTAL 5500 - Other Services	4,211,046	3,913,437	4,061,978	4,167,963	16,418	1,808,860	90	95,025	797,077	203,492	1,008,860	1,030,330	177,084	0	0	12,250	0	14,337	0	0	13,000	3%	105,985																	
53																																									
54	5620 COMMERCIAL INSURANCE	70,473	70,599	78,401	84,227	1,778	18,845	0	4,007	16,397	15,009	0	0	11,872	0	0	5,700	2,400	8,220	0	0	0	7%	5,826																	
56	5685 INSURANCE RESERVES	4,127	2,507	2,500	2,500	0	0	0	0	0	0	0	0	0	0	0	0	0	2,500	0	0	0	0%	0																	
57	TOTAL 5600 - Insurance	74,600	73,106	80,901	86,727	1,778	18,845	0	4,007	16,397	15,009	0	0	11,872	0	0	5,700	2,400	10,720	0	0	0	7%	5,826																	
58																																									
59	5710 LEGAL NOTICES/CLASSIFIED ADS	1,383	2,243	4,350	3,850	0	0	0	0	700	0	0	0	0	0	0	0	0	3,000	150	0	0	-11%	(500)																	
60	5720 PRINTING	12,296	27,389	40,140	50,600	0	0	200	0	2,400	0	0	5,300	0	0	0	0	0	42,250	450	0	0	26%	10,460																	
61	5750 WORKSHOPS & PRESENTATIONS	3,152	559	615	355	0	0	355	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-42%	(260)																	
62	5755 PROMOTION & EDUCATION	106,643	132,350	161,075	102,270	0	1,525	875	0	2,800	9,000	0	0	7,000	0	0	0	0	81,070	0	0	0	-37%	(58,805)																	
63	TOTAL 5700 - Printing & Advertising	123,474	162,541	206,180	157,075	0	1,525	1,430	0	3,500	11,400	0	0	12,300	0	0	0	0	3,000	123,470	450	0	-24%	(49,105)																	
64																																									
65	5810 TELEPHONE	28,416	25,618	34,251	30,966	0	960	720	0	11,550	3,448	0	0	3,240	0	0	0	72	10,280	456	240	0	-10%	(3,285)																	
66	5820 WATER/SEWER	11,607	7,375	7,435	7,707	0	0	0	0	6,550	1,157	0	0	0	0	0	0	0	0	0	0	0	4%	272																	
67	5830 ELECTRICITY	27,181	34,263	40,063	40,657	240	0	0	250	12,470	10,147	0	0	13,380	0	0	300	0	3,870	0	0	0	1%	594																	
69	5855 HEATING FUEL	16,151	10,401	18,024	17,046	0	0	0	0	4,713	725	0	0	4,668	0	0	300	0	3,800	0	0	2,																			

CHITTENDEN SOLID WASTE DISTRICT
SUMMARY OF PROPOSED FY14 BUDGET
GENERAL OPERATING PROGRAMS

LINE ITEM A/C # ACCOUNT	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ADOPTED BUDGET	FY 2014 PROPOSED BUDGET	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	PERCENT CHANGE	DOLLAR CHANGE	
					PROGRAM BUDGETS																			
					MSW	MRF	Waste Reduction	Special Waste	Drop-off Centers	Hazardous Waste	Safety QA	Biosolids	GM Compost	Special Projects	Future Projects	Property Management	Finance	Admin	Marketing	Enforcement	PUD			
97 6210 ADMIN ALLOCATION	0	0	0	0	4,688	34,713	40,167	24,506	55,025	28,204	0	11,035	26,782	18,964	13,711	18,831	40,572	(355,651)	21,787	16,666	0	0%	0	97
98 6215 FINANCE ALLOCATION	0	0	0	0	3,915	11,745	4,894	8,810	93,966	27,799	0	3,524	25,451	1,958	979	3,915	(195,766)	0	6,852	1,958	0	0%	0	98
99 6225 SAFETY - QA/QC ALLOCATION	0	0	0	0	940	495	401	0	12,645	7,788	(24,743)	0	1,472	0	0	0	0	0	1,002	0	0	0%	0	99
101 6250 DOC - ADMIN ALLOCATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	0	101
102 6255 MAINTENANCE CHARGES	0	0	0	0	7,200	1,200	2,580	22,860	(69,240)	10,740	0	0	18,000	0	0	0	0	0	0	0	0	0%	0	102
103 6259 ROLL-OFF TRUCK CHARGES	0	0	0	0	0	160	0	27,200	(58,960)	5,840	0	0	35,440	80	0	0	0	0	2,940	180	0	0%	0	103
105 TOTAL 6200 - Interdepartmental	0	0	0	0	16,743	48,313	48,042	83,376	23,436	80,371	(24,743)	14,559	107,145	21,002	14,690	26,286	(155,194)	(351,709)	29,059	18,624	0	n/a	0	105
106 6306 GENERAL MGR'S DISCRETION	2,013	2,848	5,000	3,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,500	0	0	-30%	(1,500)	106
109 6319 R & D PILOT PROJECTS	35,350	70	80	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-100%	(80)	109
111 6321 GREENUP DAY	8,926	9,610	9,500	9,650	0	0	0	0	0	0	0	0	0	9,650	0	0	0	0	0	0	0	2%	150	111
112 6322 TIRE & APPLIANCE ROUNDUP	40,871	38,159	39,510	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-100%	(39,510)	112
114 6324 INCENTIVE GRANTS	146,412	41,032	56,500	25,000	0	20,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-56%	(31,500)	114
115 6325 PAYMENT FOR MUNICIPAL SERVICES	29,773	35,156	35,838	37,054	0	23,996	0	0	0	0	0	0	4,840	0	0	0	0	0	0	0	0	3%	1,216	115
116 6326 PROPERTY TAXES	22,318	18,913	16,162	13,442	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-17%	(2,720)	116
118 6329 STATE HW TAXES	503	523	565	565	0	0	0	0	0	565	0	0	0	0	0	0	0	0	0	0	0	0%	0	118
119 6335 BOARD MEETINGS	7,963	9,041	11,108	12,273	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10%	1,165	119
121 6350 IMPACT FEES	18,058	17,167	19,161	19,219	0	19,219	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	58	121
122 6358 HOST TOWN FEES	552	4,664	5,719	4,561	0	0	0	0	1,900	0	0	0	2,661	0	0	0	0	0	0	0	0	-20%	(1,158)	122
123 6391 BAD DEBT EXPENSE	243	3	500	200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-60%	(300)	123
124 6398 RESERVE FOR CONTINGENCIES (PUD ONLY)	0	0	25,000	25,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25,000	0%	0	124
125 TOTAL 6300 - Other Charges	314,036	178,382	224,643	150,464	0	63,215	0	0	1,900	565	0	0	7,501	14,650	0	21,661	200	15,773	0	0	25,000	-33%	(74,179)	125
126 6420 G.O. BOND PRINCIPAL	380,000	350,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	n/a	0	126
128 6425 G.O. BOND INTEREST	27,116	13,075	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	n/a	0	128
129 TOTAL 6400 - Debt Service	407,116	363,075	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	n/a	0	129
134 TOTAL OPERATING EXPENSES	8,660,052	8,300,251	8,980,061	8,739,954	84,461	2,132,129	321,175	452,894	1,989,100	695,723	0	1,165,675	865,228	177,295	53,882	68,147	85,439	152,472	301,424	65,465	129,448	-3%	(240,107)	134
136 OPERATING REVENUES																								
139 FROM OPERATIONS																								
143 4301 LICENSE FEES	8,820	8,740	9,380	10,505	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,505	0	12%	1,125	143
146 4402 EQUIPMENT RENT/LEASE	3,083	4,802	5,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-100%	(5,400)	146
147 4405 RENTAL INCOME	92,495	89,423	76,288	53,937	2,400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-29%	(22,351)	147
149 4416 SOLID WASTE MANAGEMENT FEES	2,991,209	2,908,979	2,647,200	2,972,076	0	0	0	0	0	0	0	0	0	0	0	51,537	0	0	0	0	0	0%	0	149
150 4420 TIPPING FEES	3,206,328	2,954,454	2,947,236	3,489,594	0	469,500	0	19,250	1,779,174	1,350	0	1,085,975	134,345	0	0	0	2,972,076	0	0	0	0	12%	324,876	150
151 4423 TIPPING FEE REBATES	0	(188,025)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18%	542,358	151
152 4430 CHGS FOR SVC--PESTICIDE DISP ST CONTR	15,394	15,565	18,000	18,000	0	0	0	0	0	18,000	0	0	0	0	0	0	0	0	0	0	0	n/a	0	152
153 4460 ELECTRONICS MANAGEMENT FEE	0	39,536	36,483	42,778	0	0	0	0	42,778	0	0	0	0	0	0	0	0	0	0	0	0	0%	0	153
154 4480 DELIVERY FEE REVENUE	66,262	43,994	69,704	61,659	0	0	0	0	0	0	0	0	61,659	0	0	0	0	0	0	0	0	17%	6,295	154
155 4520 SALES OF MATERIALS	3,517,389	3,349,538	2,626,024	2,237,922	0	1,911,109	0	51,850	3,590	19,856	0	0	251,518	0	0	0	0	0	0	0	0	-12%	(8,045)	155
156 4521 DISCOUNTS ON SALE OF MATERIALS	(5,583)	(7,443)	(5,040)	(1,663)	0	0	0	(5,040)	0	(1,663)	0	0	0	0	0	0	0	0	0	0	0	-15%	(388,102)	156
158 4524 DEPOSIT BOTTLES/CANS	6,096	6,124	6,626	6,626	0	0	0	0	6,626	0	0	0	0	0	0	0	0	0	0	0	0	-67%	3,377	158
159 4530 TIRES	46,199	65,090	61,652	68,652	0	0	0	68,652	0	0	0	0	0	0	0	0	0	0	0	0	0	0%	0	159
160 4531 FLUORESCENT LAMPS	9,769	14,798	18,800	19,228	0	0	0	0	0	19,228	0	0	0	0	0	0	0	0	0	0	0	11%	7,000	160
161 4540 INTEREST	7,513	4,859	2,400	1,540	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2%	428	161
165 4560 CEG	27,894	43,794	36,345	34,565	0	0	0	0	0	34,565	0	0	0	0	0	0	1,540	0	0	0	0	-36%	(860)	165
166 4565 SCRAP METAL	94,580	131,759	101,592	90,810	0	0	0	0	88,200	2,610	0	0	0	0	0	0	0	0	0	0	0	-5%	(1,780)	166
167 4572 MISCELLANEOUS	10,958	8,339	50	4,849	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	4,800	0	-11%	(10,782)	167
168 4598 CASH OVER/UNDER	343	707	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9598%	4,799	168
169 4605 EQUIPMENT SALES	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	n/a	0	169
170 4710 FEDERAL & STATE GRANTS	226,938	69,601	70,000	72,400	0	0	0	0	0	72,400	0	0	0	0	0	0	0	0	0	0	0	n/a	0	170
171 4711 DONATIONS	200	500	200	200	0	0	200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3%	2,400	171
172 TOTAL OPERATING REVENUES	10,326,387	9,565,134	8,728,340	9,183,678	2,400	2,380,609	200	139,752	1,920,368	166,346	0	1,085,975	447,522	0	0	51,537	2,973,616	50	4,800	10,505	0	5%	455,338	172
174 NET OPERATING REVENUES OVER (UNDER) EXPENSES	1,666,335	1,264,883	(251,721)	443,724	(82,061)	248,480	(320,975)	(313,142)	(68,732)	(529,376)	0	(79,700)	(417,706)	(177,295)	(53,882)	(16,610)	2,888,177	(152,422)	(296,624)	(54,960)	(129,448)	-276%	695,445	174
175 TRANSFERS TO RESERVE FUNDS																								
178 6612 COMMUNITY CLEAN UP FD	19,000	19,000	19,000																					

CHITTENDEN SOLID WASTE DISTRICT
ADOPTED FY13 AND PROPOSED FY14 BUDGET - BY PROGRAM
GENERAL FUND OPERATING PROGRAMS

PROGRAM	BUDGETED REVENUES			BUDGETED EXPENDITURES			TRANSFERS FROM (TO) RESERVES		NET PROGRAM AMOUNT SWMF SUBSIDY *		
	1	2	3	4	5	6	7	8	9	10	
	FY13 ADOPTED	FY14 PROPOSED	\$ CHANGE	FY13 ADOPTED	FY14 PROPOSED	\$ CHANGE	FY13 ADOPTED	FY14 PROPOSED	FY13 ADOPTED	FY14 PROPOSED	
1 MSW	\$ 4,800	\$ 2,400	\$ (2,400)	\$ 87,023	\$ 84,461	\$ (2,562)	\$ 82,223	\$ 82,061	\$ -	\$ -	1
2 MRF	2,005,323	2,380,609	375,286	1,861,051	2,132,129	271,078	(144,272)	(248,480)	-	-	2
3 WASTE REDUCTION	200	200	-	321,249	321,175	(74)	-	-	321,049	320,975	3
4 SPECIAL WASTE	95,505	139,752	44,247	380,514	452,894	72,380	-	-	285,009	313,142	4
5 DOC	1,777,906	1,920,368	142,462	1,934,863	1,989,100	54,237	(75,007)	(184,784)	231,964	253,516	5
6 HAZARDOUS WASTE	184,957	166,346	(18,611)	725,018	695,723	(29,295)	-	-	540,061	529,376	6
7 SAFETY/QA PROGRAM	-	-	-	-	-	-	-	-	-	-	7
8 BIOSOLIDS	1,208,098	1,085,975	(122,123)	1,308,098	1,165,675	(142,423)	100,000	79,700	-	-	8
9 GREEN MTN COMPOST (GMC)	721,034	447,522	(273,512)	988,941	865,228	(123,713)	(53,598)	(57,815)	321,505	475,521	9
10 SPECIAL PROJECTS	-	-	-	278,482	177,295	(101,187)	27,500	(1,500)	250,982	178,795	10
11 FUTURE PROJECTS	-	-	-	101,917	53,882	(48,035)	80,000	35,000	21,917	18,882	11
12 PROPERTY MANAGEMENT	86,307	51,537	(34,770)	80,122	68,147	(11,975)	(6,185)	16,610	-	-	12
13 FINANCE	2,400	1,540	(860)	90,767	85,439	(5,328)	-	(189,516)	88,367	273,415	13
14 ADMINISTRATION	50	50	-	141,858	152,472	10,614	-	-	141,808	152,422	14
15 MARKETING	-	4,800	4,800	282,074	301,424	19,350	-	-	282,074	296,624	15
16 ENFORCEMENT	9,380	10,505	1,125	60,483	65,465	4,982	-	-	51,103	54,960	16
17 PUD	(14,820)	-	14,820	337,601	129,448	(208,153)	241,060	25,000	111,361	104,448	17
18 SOLID WASTE MGMT FEE REV	2,647,200	2,972,076	324,876	-	-	-	-	-	(2,647,200)	(2,972,076)	18
TOTALS	\$ 8,728,340	\$ 9,183,678	\$ 455,338	\$ 8,980,061	\$ 8,739,954	\$ (240,107)	\$ 251,721	\$ (443,724)	\$ -	\$ -	

Note: Individual totals may vary due to rounding.

* The Net Program Amount / Solid Waste Management Fee Subsidy amounts shown in columns 9 & 10 represent the net amount needed to balance the budget for each individual program. This is calculated as follows:

BUDGETED REVENUES (COL. 1 & 2) LESS BUDGETED EXPENDITURES (COL. 4 & 5) PLUS TRANSFERS FROM (TO) RESERVES (COL. 7 & 8).

**CHITTENDEN SOLID WASTE DISTRICT
CAPITAL PROJECTS
FY 2014 PROPOSED BUDGET**

LINE ITEM #	ACCOUNT	FY14 TOTAL REQUEST	MRF	SPECIAL WASTE		DROP-OFF CENTERS										UHW DEPOT	Biosolids Mgmt	Compost	PROPERTY MGMT	ADMIN.	FUTURE PROJECTS
				Special Wst Facility	Wood Depot	General	Maint.	Roll-Off Truck	Williston DOC	Essex DOC	So. Burl. DOC	Milton DOC	Richmond DOC	Hinesburg DOC	Burlington DOC						
7005	DESIGN AND PERMITTING	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7015	LAND ACQUISITION	2,150,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,500,000	0	650,000
7020	SITWORK	162,000	0	29,000	0	0	0	0	38,000	0	30,000	0	0	15,000	0	8,000	0	2,000	0	0	40,000
7035	BUILDING	395,500	180,000	0	0	0	10,000	0	3,500	28,750	20,750	62,000	3,500	0	0	18,000	0	0	69,000	0	0
7045	EQUIPMENT	2,048,400	1,660,000	260,000	0	3,000	8,400	0	0	0	0	0	0	18,000	22,000	25,000	0	52,000	0	0	0
7055	ROLLING STOCK	46,350	46,350	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7065	MISCELLANEOUS	25,000	10,000	5,000	0	5,000	0	0	0	0	0	0	0	0	5,000	0	0	0	0	0	0
	TOTAL CAPITAL EXPENDITURES	\$4,877,250	\$1,946,350	\$294,000	\$0	\$8,000	\$18,400	\$0	\$41,500	\$28,750	\$50,750	\$62,000	\$3,500	\$33,000	\$22,000	\$56,000	\$0	\$54,000	\$1,569,000	\$0	\$690,000
REVENUES																					
4540	INTEREST INCOME	12,022	7,060	887	0	1,784	0	0	0	0	0	0	0	0	0	711	703	0	877	0	0
4605	SALES & TRADEINS OF USED EQPT	40,000	0	40,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4990	PROCEEDS OF LONG-TERM DEBT OBLIG	2,150,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,500,000	0	650,000
4991	PROCEEDS OF CAPITAL LEASE OBLIGATIONS	200,000	0	200,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL REVENUES & FINANCING SOURCES	\$2,402,022	\$7,060	\$240,887	\$0	\$1,784	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$711	\$703	\$0	\$1,500,877	\$0	\$650,000
	NET REVENUES OVER (UNDER) EXPENDITURES	(\$2,475,228)	(\$1,939,290)	(\$53,113)	\$0	(\$6,216)	(\$18,400)	\$0	(\$41,500)	(\$28,750)	(\$50,750)	(\$62,000)	(\$3,500)	(\$33,000)	(\$22,000)	(\$55,289)	\$703	(\$54,000)	(\$68,123)	\$0	(\$40,000)
TRANSFERS OUT AND INCREASE IN FUND EQUITY																					
6621	TRANSFER TO GENERAL FUND (FROM FIR)	151,610	0	0	0	0	0	0	0	0	0	0	0	0	0	100,000	0	51,610	0	0	0
6635	INCREASE IN FUND EQUITY	82,599	0	0	0	78,784	0	0	0	0	0	0	0	0	0	0	3,815	0	0	0	0
	SUBTOTAL	\$234,209	\$0	\$0	\$0	\$78,784	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	100,000	3,815	51,610	\$0	\$0	0
TRANSFERS IN AND DECREASE IN FUND EQUITY																					
4921	TRANSFER FROM GENERAL FUND	411,595	248,480	0	0	85,000	0	0	0	0	0	0	0	0	0	20,300	57,815	0	0	0	0
4935	DECREASE IN FUND EQUITY	2,297,842	1,690,810	53,113	0	0	18,400	0	41,500	28,750	50,750	62,000	3,500	33,000	22,000	55,289	78,997	0	119,733	0	40,000
	SUBTOTAL	\$2,709,437	\$1,939,290	\$53,113	\$0	\$85,000	\$18,400	\$0	\$41,500	\$28,750	\$50,750	\$62,000	\$3,500	\$33,000	\$22,000	\$55,289	\$99,297	\$57,815	\$119,733	\$0	\$40,000
	NET PROGRAM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Note: Individual totals may vary due to rounding

**CHITTENDEN SOLID WASTE DISTRICT
OTHER DESIGNATED FUNDS
FY 2014 PROPOSED BUDGET**

LINE ITEM A/C # ACCOUNT	FY 2014 PROPOSED BUDGET	Landfill Post- Closure	Facilities Closure Reserve	Community Cleanup Fund	Managers' Deferred Comp	Rate Stabiliz- ation Rsv	
EXPENDITURES							
6320 CLEANUP FDS DISBURSED TO MUNICIPALITIES	15,000	0	0	15,000	0	0	1
6510 VESTED RETIREMENT BENEFITS	0	0	0	0	0	0	2
SUBTOTAL - OPERATING EXPENDITURES	\$15,000	\$0	\$0	\$15,000	\$0	\$0	3
SUBTOTAL - CAPITAL EXPENDITURES							
	\$0	\$0	\$0	\$0	\$0	\$0	4
TOTAL EXPENDITURES BEFORE TRANSFERS	\$15,000	\$0	\$0	\$15,000	\$0	\$0	8
REVENUES							
4540 INTEREST	4,290	2,850	1,440	0	0	0	9
TOTAL REVENUES	\$4,290	\$2,850	\$1,440	\$0	\$0	\$0	10
NET REVENUES OVER (UNDER) EXPENDITURES	(\$10,710)	\$2,850	\$1,440	(\$15,000)	\$0	\$0	11
TRANSFERS OUT AND INCREASE IN FUND EQUITY							
6623 TRANSFER TO GENERAL FUND (LFPC)	82,061	82,061	0	0	0	0	12
6635 SURPLUS / INCREASE IN FUND EQUITY	101,224	0	1,440	0	0	99,784	13
SUBTOTAL	\$183,285	\$82,061	\$1,440	\$0	\$0	\$99,784	14
TRANSFERS IN AND DECREASE IN FUND EQUITY							
4922 TRANSFER FROM GEN FD (COMM CLEANUP)	1,500	0	0	1,500	0	0	15
4923 TRANSFER FROM GENERAL FUND (LFPC)	50,000	50,000	0	0	0	0	16
4924 TRANSFER FROM GENERAL FUND (RT STABIL)	99,784	0	0	0	0	99,784	17
4935 DEFICIT / DECREASE IN FUND EQUITY	42,711	29,211	0	13,500	0	0	18
SUBTOTAL	\$193,995	\$79,211	\$0	\$15,000	\$0	\$99,784	19
NET PROGRAM	\$0	\$0	\$0	\$0	\$0	\$0	20

**CHITTENDEN SOLID WASTE DISTRICT
SOURCES OF OPERATING REVENUES,
AND USE OF SOLID WASTE MANAGEMENT FEES BY PROGRAM -
COMPARISON FY13 TO FY14**

TOTAL SOURCES OF OPERATING REVENUES	FY 2013 ADOPTED BUDGET		FY 2014 PROPOSED BUDGET		Difference \$ Change
	\$	%	\$	%	
General Operating Revenues:					
Tipping Fees	\$ 2,947,236	32.8%	\$ 3,489,594	39.9%	\$ 542,358
Solid Waste Management Fee	2,647,200	29.5%	2,972,076	34.0%	324,876
Sale of Materials/Mat'l Handling Fees	2,970,236	33.1%	2,583,426	29.6%	(386,810)
Equipment Rent/Lease	5,400	0.1%	-	0.0%	(5,400)
Federal, State, & Local Grants	70,200	0.8%	72,600	0.8%	2,400
Interest	2,400	0.0%	1,540	0.0%	(860)
License Fees	9,380	0.1%	10,505	0.1%	1,125
Property Management	76,288	0.8%	53,937	0.6%	(22,351)
Subtotal Operating Revenues	8,728,340	97.2%	9,183,678	105.1%	455,338
Net Transfer From (To) Reserves	251,721	2.8%	(443,724)	-5.1%	(695,445)
Total Operating Exp Budget	\$ 8,980,061	100.0%	\$ 8,739,954	100.0%	\$ (240,107)

USE OF SOLID WASTE MANAGEMENT FEES BY PROGRAM	FY2013 Based on 120,000 tons		FY2014 Based on 114,000 tons *		Difference \$ Change
	\$	%	\$	%	
Program					
MRF	\$ -	0.0%	\$ -	0.0%	\$ -
Waste Reduction	321,049	12.1%	320,975	10.8%	(74)
Special Waste	285,008	10.8%	313,142	10.5%	28,134
DOCs	231,964	8.8%	253,516	8.5%	21,552
Unregulated Haz Waste	540,062	20.4%	529,376	18.0%	(10,686)
Biosolids Program	-	0.0%	-	0.0%	0
Green Mountain Compost	321,505	12.1%	475,521	16.0%	154,016
Special Projects	250,982	9.5%	178,795	6.0%	(72,187)
Future Projects	21,917	0.8%	18,882	0.6%	(3,035)
Finance	88,367	3.3%	83,899	2.8%	(4,468)
Administration	141,808	5.4%	152,422	5.1%	10,614
Marketing/Communications	282,074	10.7%	296,624	10.0%	14,550
Enforcement	51,103	1.9%	54,960	1.8%	3,857
PUD	111,361	4.2%	104,448	3.5%	(6,913)
Increase in Undesignated Fund Equity	-	0.0%	189,516	6.4%	189,516
Total Solid Waste Mgmt Fee Revenues	\$ 2,647,200	100.0%	\$ 2,972,076	100.0%	\$ 324,876

* Expected effective date of SWMF increase from \$22.06 to \$27.00 - September 1, 2013

PROPOSED FY 2014
EMPLOYEE WAGE AND BENEFIT SCHEDULE

C	D	E	F	G	I	J	K	L	M	N	O	P	Q	R	S	T
8	FY14 PROPOSED WAGES															
9		Primary Site	Primary Program	Hours per year	Grade	Step (FY13)	Hourly (FY13)	Base Wage (FY13)	Step (FY14)	NET COLA 1.92%	NET STEP VAR	New Base Wage	New Hourly Rate	Overtime Hours	Overtime Wages	TOTAL WAGES (base & ot)
10	EMPLOYEE POSITION								New Plan							
11																
12																
13	1	*General Manager	ADM	ADM	2,080	22	30	\$ 63.22	20	\$ 2,517	\$ 0	\$ 134,014	\$ 64.43	-	\$ -	\$ 134,014
14	2	*Administrative Manager	ADM	ADM	2,080	15	12	33.65	10	1,344	1,231	72,567	34.89	-	-	72,567
15	3	Administrative Assistant	ADM/FIN	ADM	2,080	5	7	17.66	6	705	923	38,361	18.44	60	1,660	40,021
16	4	*Enforcement Coordinator	ADM	ADM	1,248	12	6	26.21	5	628	489	33,827	27.11	-	-	33,827
17	5	*Marketing & Communications Coordinator	MRK	MRK	2,080	15	5	30.83	5	1,231	1,774	67,131	32.27	-	-	67,131
18	6	*Asst Engineer/Project Manager	ADM/FAC	ADM/FAC	2,080	13	5	27.44	5	1,096	1,591	59,762	28.73	-	-	59,762
19	7	*Facilities Manager/District Engineer	ADM/FAC	ADM/FAC	2,080	21	5	43.74	4	1,747	2,506	95,232	45.78	-	-	95,232
20	8	*Operations Manager	DOC	DOC	2,080	16	25	41.89	20	1,664	0	88,795	42.69	-	-	88,795
21	9	Web Design/Marketing Assistant	MRK	MRK	1,248	9	7	22.30	6	534	679	29,044	23.27	-	-	29,044
22	10	Drop-Off Center Operator - ON CALL	ON-CALL/BU	DOC	416	4	2	15.64	3	125	133	6,764	16.26	-	-	6,764
23	11	Drop-Off Center Operator - ON CALL	ON-CALL	DOC	416	4	13	17.94	11	143	146	7,752	18.63	-	-	7,752
24	12	Drop-Off Center Operator - ON CALL	ON-CALL/BU	DOC	624	4	14	18.16	12	218	241	11,791	18.90	-	-	11,791
25	13	Drop-Off Center Operator - ON CALL	ESX	DOC	832	4	5	16.24	5	259	373	14,145	17.00	-	-	14,145
26	14	Drop-Off Center Operator - ON CALL	ON-CALL	DOC	416	4	23	20.31	20	162	139	8,751	21.04	-	-	8,751
27	15	Drop-Off Center Operator - ON CALL	ON-CALL	DOC	416	4	1	15.45	3	123	214	6,764	16.26	-	-	6,764
28	16	Drop-Off Center Operator	SOB	DOC	2,080	4	6	16.44	5	657	510	35,361	17.00	-	-	35,361
29	17	Maintenance/DOC Operator	MIL/MAIN/S	MIL/MAIN	2,080	5	26	22.36	20	894	0	47,403	22.79	52	1,778	49,181
30	18	Drop-Off Center Operator	WIL	DOC	832	4	6	16.44	5	263	204	14,145	17.00	-	-	14,145
31	19	Drop-Off Center Operator - Class I	ESX	DOC	2,080	5	15	19.50	13	779	943	42,282	20.33	80	2,439	44,721
32	20	Drop-Off Center Attendant	HIN	DOC	416	4	2	15.64	3	125	133	6,764	16.26	-	-	6,764
33	21	Drop-Off Center Operator	HIN	DOC	624	4	5	16.24	5	195	280	10,608	17.00	-	-	10,608
34	22	Drop-Off Center Operator	BUR	DOC	832	4	6	16.44	5	263	204	14,145	17.00	-	-	14,145
35	23	Drop-Off Center Operator -Class I	SOB	DOC	2,080	5	13	19.02	11	760	801	41,122	19.77	52	1,542	42,664
36	24	Drop-Off Center Operator	WIL/SPW	DOC	2,080	4	10	17.28	8	690	544	37,177	17.87	52	1,394	38,571
37	25	Drop-Off Center Operator	MIL	DOC	1,272	4	21	19.81	18	484	444	26,126	20.54	-	-	26,126
38	26	Drop-Off Center Operator	SOB	DOC	416	4	5	16.24	5	130	187	7,072	17.00	-	-	7,072
39	27	Drop-Off Center Operator	RIC	DOC	1,248	4	8	16.86	7	404	553	21,998	17.63	-	-	21,998
40	28	Drop-Off Center Operator/Facilities Assistan	RIC/ADM	DOC	2,080	8	7	21.02	6	839	1,097	45,658	21.95	-	-	45,658
41	29	Drop-Off Center Operator	ESX	DOC	2,080	4	5	16.24	5	649	934	35,361	17.00	80	2,040	37,402
42	30	Drop-Off Center Operator	BURL/MIL	DOC	2,080	4	8	16.86	7	673	921	36,663	17.63	-	-	36,663
43	31	Maintenance Supervisor	MAIN	MAIN	2,080	11	7	25.05	6	1,000	1,297	54,402	26.15	140	5,492	59,894
44	32	Maintenance Operator	MAIN/RO	MAIN/RO	2,080	7	11	20.84	9	832	731	44,910	21.59	52	1,684	46,595
45	33	Roll-Off Truck Driver	RO	RO	2,080	5	11	18.56	9	741	648	39,994	19.23	120	3,461	43,456
46	34	Seasonal Maintenance	MAIN	MAIN	416	c	c	20.00	c	-	-	8,320	20.00	-	-	8,320
47	35	*Finance Manager	FIN	FIN	2,080	17	15	39.23	10	1,567	1,430	84,595	40.67	-	-	84,595
48	36	Accounts Payable Specialist	FIN	FIN	2,080	7	23	24.18	20	966	865	52,125	25.06	-	-	52,125
49	37	Accounts Receivable Specialist	FIN	FIN	1,040	7	9	20.33	7	406	290	21,839	21.00	-	-	21,839
50	38	*Environmental & Safety Compliance Manag	ENV	HAZ	2,080	17	21	42.27	16	1,688	2,345	91,954	44.21	-	-	91,954
51	39	Hazardous Waste Coordinator	ENV	HAZ	2,080	12	14	28.95	12	1,156	1,291	62,663	30.13	75	3,389	66,052
52	40	Hazardous Waste Operator - Class I	ENV	HAZ	2,080	9	6	22.02	5	879	661	47,342	22.76	75	2,561	49,902
53	41	Hazardous Waste Operator	ENV	HAZ	2,080	8	5	20.50	5	819	1,195	44,654	21.47	75	2,415	47,069
54	42	Hazardous Waste Operator - Contract (SEA	ENV	HAZ	470	n	n	22.00	n	-	-	10,340	22.00	-	-	10,340
55	43	*Waste Reduction Manager	WR	WR/SP	2,080	15	13	34.07	11	1,361	1,357	73,583	35.38	-	-	73,583
56	44	Community Outreach Coordinator	WR	WR/SP	1,674	9	14	24.33	12	782	837	42,347	25.30	-	-	42,347
57	45	School Outreach Coordinator	WR	WR	2,080	9	1	20.69	3	826	1,420	45,281	21.77	10	327	45,608
58	46	Business Outreach Coordinator	WR	WR	2,080	12	B	24.33	2	972	1,161	52,739	25.36	10	380	53,119
59	47	*Green Mtn Compost General Manager	GMC	GMC	2,080	15	3	30.07	4	1,201	1,908	65,654	31.56	-	-	65,654
60	48	GMC Sales & Production Coordinator	GMC	GMC	1,664	11	3	23.83	4	761	1,212	41,627	25.02	-	-	41,627
61	49	GMC Senior Equipment Operator	GMC	GMC	2,080	7	19	23.01	16	919	721	49,501	23.80	40	1,428	50,929
62	50	GMC Equipment Operator	GMC	GMC	2,080	5	2	16.59	3	663	714	35,884	17.25	25	647	36,531
63	51	Seasonal Equipment Operator (GMC)	GMC	GMC	80	n	n	13.50	n	-	-	1,080	13.50	-	-	1,080
64	52	Office Assistant GMC	GMC	GMC	702	n	n	12.00	n	-	-	8,424	12.00	-	-	8,424
65	53	Delivery Driver	GMC	GMC	432	n	n	13.00	n	-	-	5,616	13.00	-	-	5,616
66	54	Light Equipment Operator GMC	GMC	GMC	520	n	n	12.00	n	-	-	6,240	12.00	-	-	6,240
67	55	Overs separators	GMC	GMC	200	n	n	12.00	n	-	-	2,400	12.00	-	-	2,400
68	56	Vacant - new employee	PUD	PUD	1,248	14	B	27.33	1	655	0	34,763	27.85	-	-	34,763
69																
70		FY '14 PRELIMINARY BUDGET TOTALS			82,102			\$ 2,048,094		\$ 38,493	\$ 38,278	\$ 2,124,865		998	\$ 32,637	\$ 2,157,503
71																
72		FY '13 BUDGET			90,265			\$ 2,114,648		\$ 71,105	\$ 24,341	\$ 2,210,094		1,101	\$ 35,045	\$ 2,245,139
73																
74		FY '14 INCREASE (DECR) VS FY '13: \$			(8,163)			(66,554)		(32,612)	13,937	(85,229)		(103)	(2,408)	(87,636)
75																
76		FY '14 INCREASE (DECR) VS FY '13: %			-9.04%			-3.15%		-45.86%	57.26%	-3.86%		-9.36%	-6.87%	-3.90%
77																

PROPOSED FY 2014
EMPLOYEE WAGE AND BENEFIT SCHEDULE

	C	D	U	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ	AK	
8			FY 14 MANDATED BENEFITS				OPTIONAL BENEFITS										TOTAL BENEFITS	
9			FICA	Workers	Unemployment		MEDICAL			Dental		ICMA	LIFE	MANDATED	OPTIONAL	TOTAL	TOTAL	
10		EMPLOYEE POSITION	7.65%	Comp.	Insurance	Insurance	CSWD	Employee	Opt	CSWD	Employee	Retirement	DISAB	BENEFITS	BENEFITS	BENEFITS	WAGES/	
11					4.8%	Membership	pays difference	Share	Out	95%	5%	6%	INS				BENEFITS	
12							+15% for 6 mos	2.88%	25% of premium	6% increase		2% increase						
13	1	*General Manager	\$ 9,041	\$ 435	\$ 768	2-PERSON	\$ 11,723	\$ 3,860	\$ -	\$ 802	\$ 42	\$ 8,041	\$ 2,118	\$ 10,244	\$ 22,684	\$ 32,928	\$ 166,942	
14	2	*Administrative Manager	6,347	261	768	OPT-OUT	-	-	6,125	1,418	75	4,354	1,261	7,376	13,159	20,535	93,102	
15	3	Administrative Assistant	3,147	130	768	FAMILY	19,908	1,105	-	1,418	75	2,302	670	4,045	24,298	28,343	68,363	
16	4	*Enforcement Coordinator	2,588	107	768	N/A	-	-	-	-	-	-	-	3,463	-	3,463	37,290	
17	5	*Marketing & Communications Coordinator	5,296	218	768	SINGLE	6,880	1,933	-	449	-	4,028	1,163	6,282	12,519	18,801	85,932	
18	6	*Asst Engineer/Project Manager	4,666	192	768	2-PERSON	13,861	1,721	-	802	42	2,988	799	5,626	18,451	24,078	83,840	
19	7	*Facilities Manager/District Engineer	8,191	337	768	OPT-OUT	-	-	6,125	449	-	5,714	1,443	9,296	13,731	23,027	118,259	
20	8	*Operations Manager	6,999	288	768	FAMILY	18,455	2,557	-	1,418	75	5,328	1,413	8,055	26,614	34,670	123,465	
21	9	Web Design/Marketing Assistant	2,222	91	768	N/A	-	-	-	-	-	-	-	3,081	-	3,081	32,126	
22	10	Drop-Off Center Operator - ON CALL	517	506	325	N/A	-	-	-	-	-	-	-	1,348	-	1,348	8,112	
23	11	Drop-Off Center Operator - ON CALL	593	580	372	N/A	-	-	-	-	-	-	-	1,545	-	1,545	9,297	
24	12	Drop-Off Center Operator - ON CALL	902	882	566	N/A	-	-	-	-	-	-	-	2,350	-	2,350	14,140	
25	13	Drop-Off Center Operator - ON CALL	1,082	1,058	679	N/A	-	-	-	-	-	-	-	2,819	-	2,819	16,963	
26	14	Drop-Off Center Operator - ON CALL	669	654	420	N/A	-	-	-	-	-	-	-	1,743	-	1,743	10,494	
27	15	Drop-Off Center Operator - ON CALL	517	506	325	N/A	-	-	-	-	-	-	-	1,348	-	1,348	8,112	
28	16	Drop-Off Center Operator	2,790	2,727	768	SINGLE	7,795	1,018	-	449	-	2,122	618	6,285	10,983	17,268	52,629	
29	17	Maintenance/DOC Operator	3,870	3,783	768	FAMILY	19,648	1,365	-	1,418	75	2,844	777	8,421	24,687	33,107	82,288	
30	18	Drop-Off Center Operator	1,082	1,058	679	N/A	-	-	-	-	-	-	-	2,819	-	2,819	16,963	
31	19	Drop-Off Center Operator - Class I	3,516	3,437	768	FAMILY	19,795	1,218	-	1,418	75	2,537	725	7,721	24,475	32,196	76,917	
32	20	Drop-Off Center Attendant	517	506	325	N/A	-	-	-	-	-	-	-	1,348	-	1,348	8,112	
33	21	Drop-Off Center Operator	812	793	509	N/A	-	-	-	-	-	-	-	2,114	-	2,114	12,723	
34	22	Drop-Off Center Operator	1,082	1,058	679	N/A	-	-	-	-	-	-	-	2,819	-	2,819	16,963	
35	23	Drop-Off Center Operator - Class I	3,359	3,283	768	2-PERSON	14,398	1,184	-	802	42	2,467	716	7,410	18,384	25,794	68,458	
36	24	Drop-Off Center Operator	3,036	2,968	768	SINGLE	7,742	1,071	-	802	42	2,231	647	6,772	11,423	18,194	56,765	
37	25	Drop-Off Center Operator	1,999	1,954	768	N/A	-	-	-	-	-	-	-	4,721	-	4,721	30,847	
38	26	Drop-Off Center Operator	541	529	339	N/A	-	-	-	-	-	-	-	1,409	-	1,409	8,481	
39	27	Drop-Off Center Operator	1,683	1,645	768	N/A	-	-	-	-	-	-	-	4,096	-	4,096	26,094	
40	28	Drop-Off Center Operator/Facilities Assistan	3,602	3,521	768	SINGLE	7,498	1,315	-	449	-	2,740	743	7,891	11,430	19,320	64,979	
41	29	Drop-Off Center Operator	2,942	2,876	768	2-PERSON	14,564	1,018	-	802	42	2,122	617	6,586	18,105	24,691	62,093	
42	30	Drop-Off Center Operator	2,892	2,827	768	SINGLE	7,757	1,056	-	449	-	2,200	634	6,487	11,040	17,527	54,190	
43	31	Maintenance Supervisor	4,706	3,031	768	FAMILY	22,932	1,567	-	1,418	75	3,264	948	8,505	28,563	37,069	96,963	
44	32	Maintenance Operator	3,672	2,365	768	2-PERSON	14,289	1,293	-	-	-	2,695	750	6,805	17,733	24,538	71,133	
45	33	Roll-Off Truck Driver	3,414	3,337	768	FAMILY	19,861	1,152	-	1,418	75	2,400	704	7,519	24,383	31,902	75,357	
46	34	Seasonal Maintenance	636	622	399	N/A	-	-	-	-	-	-	-	1,657	-	1,657	9,977	
47	35	*Finance Manager	6,673	275	768	SINGLE	6,377	2,436	-	449	-	5,076	1,363	7,716	13,264	20,980	105,575	
48	36	Accounts Payable Specialist	4,109	169	768	2-PERSON	14,081	1,501	-	802	42	3,128	802	5,046	18,813	23,859	75,984	
49	37	Accounts Receivable Specialist	1,671	69	768	N/A	-	-	-	-	-	-	-	2,508	-	2,508	24,347	
50	38	*Environmental & Safety Compliance Manag	7,919	326	768	OPT-OUT	-	-	6,125	1,418	75	5,517	1,417	9,013	14,478	23,491	115,445	
51	39	Hazardous Waste Coordinator	5,674	5,546	768	OPT-OUT	-	-	4,363	449	-	3,760	1,094	11,988	9,666	21,655	87,706	
52	40	Hazardous Waste Operator - Class I	4,498	4,396	768	OPT-OUT	-	-	6,125	1,418	75	2,841	770	9,662	11,153	20,815	70,718	
53	41	Hazardous Waste Operator	3,707	3,624	768	SINGLE	7,527	1,286	-	449	-	2,679	734	8,099	11,389	19,488	66,557	
54	42	Hazardous Waste Operator - Contract (SEA	791	773	496	N/A	-	-	-	-	-	-	-	2,060	-	2,060	12,400	
55	43	*Waste Reduction Manager	6,297	259	768	OPT-OUT	-	-	4,363	802	42	4,415	1,269	7,324	10,850	18,175	91,758	
56	44	Community Outreach Coordinator	3,299	136	768	SINGLE	7,051	1,763	-	449	-	2,541	724	4,203	10,764	14,967	57,315	
57	45	School Outreach Coordinator	3,562	147	768	SINGLE	7,509	1,304	-	449	-	2,264	667	4,477	10,889	15,365	60,973	
58	46	Business Outreach Coordinator	4,189	173	768	SINGLE	7,294	1,519	-	449	-	3,164	752	5,130	11,659	16,789	69,907	
59	47	*Green Mtn Compost General Manager	5,176	213	768	FAMILY	17,093	1,891	-	802	42	3,939	1,135	6,157	22,970	29,127	94,781	
60	48	GMC Sales & Production Coordinator	3,031	125	768	FAMILY	16,810	4,203	-	1,194	299	2,498	698	3,924	21,200	25,124	66,751	
61	49	GMC Senior Equipment Operator	4,586	2,954	768	OPT-OUT	-	-	6,125	1,418	75	2,970	787	8,308	11,300	19,608	70,537	
62	50	GMC Equipment Operator	2,880	1,855	768	FAMILY	21,723	1,033	-	-	-	2,153	631	5,503	24,506	30,009	66,540	
63	51	Seasonal Equipment Operator (GMC)	83	53	52	N/A	-	-	-	-	-	-	-	188	-	188	1,268	
64	52	Office Assistant GMC	644	27	404	N/A	-	-	-	-	-	-	-	1,075	-	1,075	9,499	
65	53	Delivery Driver	430	420	270	N/A	-	-	-	-	-	-	-	1,120	-	1,120	6,736	
66	54	Light Equipment Operator GMC	477	467	300	N/A	-	-	-	-	-	-	-	1,244	-	1,244	7,484	
67	55	Overs separators	184	179	115	N/A	-	-	-	-	-	-	-	478	-	478	2,878	
68	56	Vacant - new employee	2,659	110	768	N/A	-	-	-	-	-	-	-	3,537	-	3,537	38,299	
70		FY '14 PRELIMINARY BUDGET TOTALS	\$ 171,467	\$ 70,858	\$ 36,438		\$ 332,572	\$ 41,370	\$ 39,351	\$ 26,734	\$ 1,383	\$ 107,318	\$ 29,590	\$ 278,763	\$ 535,565	\$ 814,328	\$ 2,971,830	
72		FY '13 BUDGET	\$ 177,503	\$ 81,072	\$ 33,179		\$ 370,235	\$ 45,350	\$ 39,363	\$ 30,369	\$ 1,307	\$ 103,281	\$ 30,267	\$ 291,753	\$ 573,516	\$ 865,269	\$ 3,110,408	
74		FY '14 INCREASE (DECR) VS FY '13: \$	(6,036)	(10,214)	3,259		(37,663)	(3,980)	(12)	(3,635)	76	4,037	(677)	(12,990)	(37,951)	(50,941)	(138,578)	
76		FY '14 INCREASE (DECR) VS FY '13: %	-3.40%	-12.60%	9.82%		-10.17%	-8.78%	-0.03%	-11.97%	5.82%	3.91%	-2.24%	-4.45%	-6.62%	-5.89%	-4.46%	

**CHITTENDEN SOLID WASTE DISTRICT
FY 14 SCHEDULE OF PROGRAM FEES**

	<u>FY 14</u>	<u>FY 13</u>	<u>Change</u>
4) MATERIALS RECOVERY FACILITY			
Tipping fees and/or materials purchased price fluctuate with market price. Budgeted rates are:			
In District materials, per Ton	\$6.50	(\$5.00)	\$11.50
Out-of-District materials, per Ton	\$16.50	\$5.00	\$11.50
6) SPECIAL WASTE PROGRAM			
Special Waste Facility (at the Williston Drop-Off Center)			
Electronics ~ per pound (by appt. only)	\$0.18	\$0.18	\$0.00
Gypsum wallboard, per ton	\$70.00	\$70.00	\$0.00
Tires ~ up to 16"	\$2.25	\$2.25	\$0.00
Tires ~ 16.5" to 19"	\$3.75	\$3.75	\$0.00
Tires ~ per ton	\$200.00	\$200.00	\$0.00
Tree limbs, trunks, clean stumps, & brush			
Up to 6 cubic yards	No charge	No charge	
Each cubic yard in excess of 6 cubic yards	\$5.00	\$5.00	\$0.00
Pallets & clean construction lumber	No charge	No charge	
Propane cylinders over 20 lbs	\$5.00	\$5.00	\$0.00
Yard debris	No charge	No charge	
7) DROP-OFF CENTERS			
Items accepted vary by facility.			
Household Trash			
up to 18-gallon bag/barrel	\$2.00	\$1.75	\$0.25
up to 33-gallon bag/barrel	\$3.75	\$3.25	\$0.50
up to 45-gallon bag/barrel	\$5.75	\$5.00	\$0.75
per cubic yard	\$30.00	\$25.00	\$5.00
at Burlington Drop-Off Center, per pound	\$0.15	\$0.13	\$0.02
Construction & Demolition Debris			
up to 18-gallon bag/barrel	\$4.00	\$3.50	\$0.50
up to 33-gallon bag/barrel	\$7.50	\$6.50	\$1.00
up to 45-gallon bag/barrel	\$11.50	\$10.00	\$1.50
per cubic yard	\$60.00	\$50.00	\$10.00
at Burlington Drop-Off Center, per pound	\$0.15	\$0.13	\$0.02
Other Items			
(* indicates that limits apply)			
All-In-One Recyclables	No charge	No charge	
Appliances without Refrigerants	\$5	\$5	\$0.00
Appliances with Refrigerants	\$10-\$15	\$10-\$15	\$0.00
Batteries (household and lead acid)	No charge*	No charge*	
Electronics	\$1-\$15	\$1-\$15	\$0.00
Electronics - items covered by new State program	No charge	No charge	
Fluorescent lamps	No charge*	No charge*	
Food scraps & non-recyclable paper	No charge	No charge	
Furniture items	\$3-\$17	\$3-\$17	\$0.00
Hard cover books	No charge	No charge	
Mercury-containing products	No charge	No charge	
Pallets & clean construction lumber	No charge	No charge	
Propane cylinders 20 lbs & under	No charge*	No charge*	
Scrap metal	No charge	No charge	
Textiles	No charge*	No charge*	

7) DROP-OFF CENTERS, Continued

	<u>FY 14</u>	<u>FY 13</u>	<u>Change</u>
Tires ~ up to 16"	\$2.75	\$2.75	\$0.00
Tires ~ 16.5" to 19"	\$5.25	\$5.25	\$0.00
Tires ~ 20" to 24.5"	\$14.00	\$14.00	\$0.00
Tires ~ off road	\$56.00	\$56.00	\$0.00
Tree limbs, trunks, clean stumps, & brush:			
Up to 3 cubic yards	No charge	No charge	
Each cubic yard in excess of 3 cubic yards	\$10.00	\$10.00	\$0.00
Used oil	No charge	No charge	
Used oil filters	No charge	No charge	
Wood ashes	No charge	No charge	
Yard debris	No charge	No charge	

8) HAZARDOUS WASTE - ENVIRONMENTAL DEPOT & ROVER

Environmental Depot

Household hazardous waste No charge No charge

Business hazardous waste ~ Conditionally Exempt Generators are charged by material as stated in hazardous waste hauler contract.

Rover

Household hazardous waste No charge No charge

10) BIOSOLIDS

Sludge per wet ton for disposal (average projected blended rate)	\$88.85	\$86.90	\$1.95
Sludge per wet ton for land application (average projected blended rate)	\$75.87	\$69.58	\$6.29
Sludge per wet ton for alkaline treatment	\$84.28	\$83.30	\$0.98
South Burlington Class A (average projected blended rate)	\$34.43	\$34.20	\$0.23
South Burlington Class B	N/A	\$87.35	

11) COMPOST

Per-ton tip fee for post-consumer food waste \$40.00 \$37.50 \$2.50

14) FINANCE

Solid Waste Management Fee per ton \$27.00 \$22.06 \$4.94

TEMPORARY USE APPLICATION

Permit #

Property description (address) for application
General Information

Chaplain Valley Exposition

Applicant Thomas Oddy

Day Phone # 802-878-5545
X 30

Address _____
Owner of record (attach affidavit if not applicant)

Name Chaplain Valley Exposition

Day Phone# 802-879-5545

Address 105 Road about Essex Junction, Vermont 05453

Property information

Zoning District _____ Current land use _____ Tax Map Page# _____ Lot# _____

Purpose of application: (Please include information about proposed use, duration, parking, and other relevant material.)

American Cancer Society Relay for Life annual
Fund Raiser

Proposed time schedule: from June 21, 2013 4 PM to June 22, 2013 9 AM

Plot plan attached (parking layout, location of use, etc. showing setbacks of use and signs)

Size and number of signs _____

Describe any impacts on public services (including fire & Police)

Requesting a L and B sound waiver as was the case in
last year (2012). This event was already listed and included in
our annual permit dated January 13, 2013

I certify that the information on this application is true and correct. I agree to abide by all the rules and regulations as specified in the land development code. I further agree to abide by any conditions placed upon approval of this application.

Thomas Oddy Director of Fund Raising Chaplain Valley Exposition 5/15/13
Applicant _____ Date _____

Land Owner (if different) _____ Date _____

RECEIVED

Staff Action

MAY 08 2013

Date received Village of Essex Junction Approved _____ Denied _____

Other approvals _____

Conditions if any _____

**Fee based on current Fee Schedule

Fee Amount:
**

Fee Verified

Staff Signature _____ Date _____

NOISE INDEMNIFICATION AGREEMENT

SOUND WAIVER CATEGORIES

1) PURPOSE:

a) To acknowledge historical baseline noise levels for the Fair and develop a monitoring protocol that will define reasonable sound levels for events at CVE, and provide sound waivers from the Village Land Development Code for no more than twenty (20) event days for each year of this Agreement. Municipal or government events not sponsored by CVE will not be part of the 20 event cap.

2) CATEGORIES:

a) Category A. This is for the annual Fair. No Sound Waiver Application is required for a maximum of twelve (12) Fair days, unless CVE feel they are going to exceed the limits outlined in Categories B and C. The Annual Fair, excluding grandstand events, with an Agreement waiver will adhere to the following levels:

One Hour Average – 72dba.

Maximum Five Minute Average – 75dba.

b) Category B. For CVE events including the Annual Fair grandstand events. This sound waiver category requires Village Manager or Designee Approval. These waivers, with limits, will adhere to all other aspects of the Village Land Development Code. Village Manager or Designee shall not unreasonably withhold approval of this category of sounds waivers:

One Hour Average – 78dba.

Maximum Five Minute Average – 83dba.

c) Category C. CVE requested events, to a maximum of the twenty waiver limit, that have regional and/or community worth. This sound waiver category requires Village Trustee approval at which time specific dba limits will be established. Time will be provided for Public Comment on this Category of sound waivers.

SOUND MONITORING FOR WAIVED EVENTS.

1) PURPOSE:

a) To establish a verifiable objective record of the noise levels at CVE waived events.

b) CVE will pay the fee for third party sound monitoring activities at waived events. The cost of other professional sound consulting services will be shared equally by CVE and the Village.

c) A third party sound monitoring professional will have the capacity to record abnormalities in the sound recording that are the result of sounds outside of CVE's control that skew the sound testing results. Skewed sound noise level recordings can be caused by; rain, thunder, wind, or nonevent source noise. Such abnormalities will be noted by the sound engineer in any report, and enable the Village Manger to make an informed decision regarding fine generating dba levels that were not a direct result of CVE noise activity.

RECORDS:

i) A printout of the noise readings shall be provided to the Village upon request of same and kept on file in the Development Office for three years, along with any notes that record efforts to obtain compliance. These records will be available for public inspection.

From: Renee Dall [renee.dall@hotmail.com]

Sent: Tuesday, June 04, 2013 11:45 AM

To: Andrew Brown; Daniel Kerin; Elaine Sopchak; George Tyler; Lori Houghton

Subject: Relay for Life

Greetings!

Thank you for the opportunity to reach out to you on this topic. I am a resident of Essex Junction near the Fairgrounds, on Warner Avenue. I am also an active volunteer for the American Cancer Society, although not for this particular event. I am not able to attend next Tuesday's Trustee meeting, but wanted to make sure you heard from me on this topic.

As a resident of Essex Junction so close to the Fairgrounds - I am keenly aware of the potential noise issues. From fireworks going off on a random Sunday night, to Wiz Khalifa swearing and promoting drug use, to the demolition derbies, and carnival sounds floating through my windows all summer long - I've heard them. We knew we'd hear things when we bought our home 8 years ago. It's fine - (although the Wiz Khalifa concert was truly awful). At the same time, one of my favorite memories of when my oldest daughter was a newborn was listening to Brad Paisley in concert, while rocking Taylore just a week or so after she came home from the hospital. There is good and bad.

Relay for Life definitely falls in the "good" category. The fact that so many people come together for good, is inspiring. I've walked over to Relay in the past for their luminary ceremony - and am so touched by the outpouring of emotion, kindness, and selflessness that these folks put out. I LOVE falling asleep to the distant sounds of cheering and zumba, and motivational speeches - knowing that these community members are working to fight a disease that impacts every single family at some point. The money raised makes such an impact on our community as well. My mother is a two time breast cancer survivor, and lives and thrives thanks to the funds raised at this event. She has volunteered at Relay, also as a member of the Essex Junction community. My friend Lee - a 35 year old dear friend of mine who was recently diagnosed with cancer, went to the American Cancer Society's "Look Good, Feel Better" program YESTERDAY - to learn to take care of her newly bald head. That program is supported by Relay for Life dollars. And I received incredible support from Amy Deavitt and ACS when my mother was ill. I'm not sure how I would have made it through without the resources that ACS provides our community.

To me, Relay for Life is a Joyful Noise. It brings our community of caregivers together for one night. I would gladly take that "noise" 100 nights a year all night long over 1 evening of fireworks.

Please allow Relay for Life to go on as planned. And please do not hesitate to contact me with any questions. I am more than happy to further discuss this with any of you.

Warmest Regards,
Renee Dall
24 Warner Avenue
Essex Junction
802-233-0206



MEMORANDUM

TO: Village Trustees.
FROM : Robin Pierce, Development Director. *PJP*
THROUGH: Village Co-Managers.
DATE : June 11th 2013.
SUBJECT: Waiver request for Relay for Life at the CVE

This is a charity event that occurs in the Village every year. CVE have requested a 'C' waiver in line with the Noise Indemnification Agreement (The Agreement) that exists between CVE and the Village.

The Agreement does not list acceptable noise levels for 'C' waivers. It would therefore be prudent to adhere to the noise levels standards defined by OSHA. OSHA lists the permissible daily noise level exposure for eight hours a day at 90dB, and exposure to 115dB for no more than fifteen minutes per day. This can be found at the web link at the end of the Memo.

The Agreement has two categories of permitted noise levels for each category. The first is the average hourly level; the second is the maximum instantaneous five minute average level. With OSHA standards in mind, and the fact that the 'C' level waiver is the highest decibel criteria in The Agreement staff recommends that the Trustees set the noise levels for the Relay for Life event as follows:-

One Hour Average - 90dB
Maximum Five Minute Average - 95dB.

http://www.oshanoise.com/osha_standard.html

TEMPORARY USE APPLICATION

Permit #

Property description (address) for application Chaplain Valley Exposition

General Information

Applicant Thomas Oddy Day Phone # 802-878-5545
Address _____ X 30

Owner of record (attach affidavit if not applicant)
Name Chaplain Valley Exposition Day Phone# 802-878-5545

Address 105 Pearl Street / Essex Junction, Vermont 05453

Property information

Zoning District _____ Current land use _____ Tax Map Page# _____ Lot# _____

Purpose of application: (Please include information about proposed use, duration, parking, and other relevant material.) American Cancer Society Relay for Life Annual Fund Raiser

Proposed time schedule: from June 21, 2013 4 PM to June 22, 2013 9 AM

Plot plan attached (parking layout, location of use, etc. showing setbacks of use and signs)
Size and number of signs _____

Describe any impacts on public services (including fire & Police)

Requesting a L and B sound waiver as was the case last year (2012). This event was already listed and included in our annual permit dated January 13, 2013

I certify that the information on this application is true and correct. I agree to abide by all the rules and regulations as specified in the land development code. I further agree to abide by any conditions placed upon approval of this application.

Thomas Oddy Director of Fund Raising Chaplain Valley Exposition 5/9/13
Applicant _____ Date _____

Land Owner (if different) _____ Date _____

RECEIVED

Staff Action

MAY 08 2013

Date received Village of Essex Junction Approved _____ Denied _____

Other approvals _____

Conditions if any _____

**Fee based on current Fee Schedule

Staff Signature _____ Date _____

Fee Amount:
**

Fee Verified



May 30, 2013

George Tyler, President
Village of Essex Junction Trustees

Dear George,

In response to your letter of May 14, 2013 on the topic of an amendment to the Land Development Code to limit the number of retail establishments that sell tobacco products, the Planning Commission met on May 23, 2013.

The Commission reviewed your packet, attorney Barra's email, and the ordinances of the Towns of Ludlow and Fair Haven. Also noted was the lack of a response to a request from Director Pierce on a statewide planning list serve to examples of zoning regulations regarding control of the sale of tobacco products in zoning regulations; no response, suggesting Code language, has been received to date.

It is the State's authority to grant licenses for tobacco sales and enforce the laws regarding sales to minors of this substance. The Village LDC has a list of permitted and conditional uses in each zoning district in section 620. This section is not designed to control personal choice.

Attorney Barra opined that the Trustees suggested amendment could be more appropriately achieved through a zoning change, restricting tobacco sales as a "use". This would make existing establishments selling tobacco a non-conforming use, thus grandfathering current users and enabling them to continue to sell tobacco until that business entity releases their VT Dept. of Liquor Control tobacco permit. It does not appear to be the intent of the LDC to create more non-conforming uses. Such an approach will, mostly likely, create more enforcement issues for our Planning and Zoning Department. It sounds like "retail sales" restriction while that "use" is permitted in **all** but purely residential districts.

It appears that the Trustees objective is to control more than the sale of tobacco in a particular establishment. Logically it would seem that all unhealthy products; sugar, transfat, alcohol, should be part of an attempt to reduce the availability of unhealthy options.

Making a change to the LDC seems premature; the Commission suggests that the Trustees' consider crafting an ordinance that aligns better with the healthy lifestyle values expressed in your letter.

On behalf of the Planning Commission,

A handwritten signature in black ink, appearing to read "Diane Clemens", with a long horizontal flourish extending to the right.

Diane Clemens, Chair



MEMORANDUM

TO: Village Trustees *smh* *JM*
FROM: Susan McNamara-Hill and Lauren Morrisseau, Co-Village Managers
DATE: June 7, 2013
SUBJECT: Credit Cards

Value Payment Systems has approached the Village regarding processing credit cards payments for taxes, utilities, zoning permit fees, etc. Value Payment Systems has partnered with many government entities to process payments, such as the IRS, several states (New York, Illinois, Kansas, Alabama, Washington, Indiana, Minnesota, Oregon) and various cities and counties. Normally, a business that processes payments with credit cards would have to pay a fee to the credit card company for each transaction. With Value Payment Systems, the transaction fee would be paid by the customer and there would be no cost to the Village.

Property Taxes:

For property tax payments, the transaction fees charged would be 2.39% for using any credit card (Visa, MasterCard, American Express, Discover), or \$3.95 flat fee for any debit card.

Utilities (Water/Sewer Bills):

Visa rules require that convenience fees for utilities payments must be a flat fee, based on average payment amounts. After we determine the average water/sewer bill, we would multiply that amount by 2.49%. The result would be the flat fee charged for each water and sewer bill payment, regardless of the amount.

Licenses (Permit fees):

A 2.49% transaction fee would be charged on all other fees collected in the Village office when paid with credit card.

Value Payment Systems would collect the transaction/convenience fees directly from the customer at the time of the transaction. How we offer the credit card payment option would be up to us: we could have a POS system in our office; provide a phone number for payments; have an online payment system; or all of the above.

Village staff does get asked during every billing cycle if we take credit cards. The convenience of putting payments on a card, and in some cases earning points or miles, will be an attraction for many of our tax and rate payers.

The managers are considering entering into an agreement with Value Payment Systems to provide the option of accepting credit cards for payments, with no cost to be incurred by the Village of Essex Junction.



MEMORANDUM

TO: Village Trustees.
FROM : Robin Pierce, Development Director. *RJP*
THROUGH: Village Co-Managers.
DATE : June 11th 2013.
SUBJECT: Railroad Avenue beautification and traffic calming concept

Railroad Avenue is the site of the Block Party; it is integral to the Farmers Market. With the Train Station at the western end of the street it is also the space that is the 'store front' for the Village for those who arrive by train (and bus).

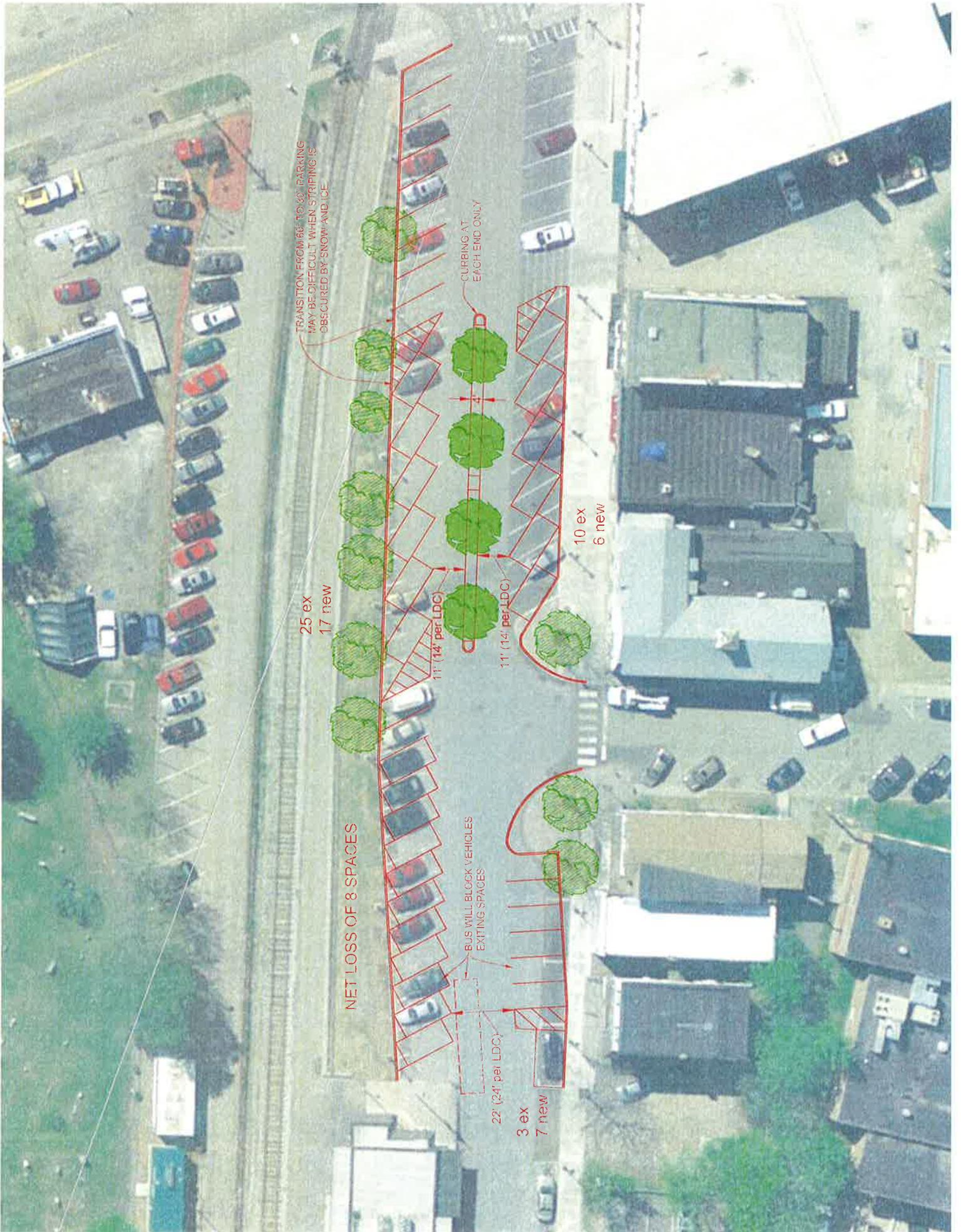
The road seems overly wide. The cars parked on either side of the terraced section from 8 Railroad to Lincoln Place make the street seem even wider. Wider roads encourage faster driving.

We have looked at the concept of trees in the sidewalk in front of the terrace. However, trees take up valuable sidewalk space and the terrace faces north removing benefits that are to be gained from trees shading the sidewalk. Installing trees in the sidewalk is also complicated by the presence of utilities under the sidewalk: The potential of adding 'bump outs' to the sidewalk, to accommodate trees, complicates plowing for public works.

With the foregoing in mind the attached schematic shows a four foot, at grade, median (with trees) down the center of Railroad Avenue parallel to the terrace section previously mentioned. Putting the trees in the center will enable plowing to continue as currently undertaken, and provide a small area for some snow storage when necessary. A pedestrian 'island' is also suggested in the center of the new median strip to enable people to stop, if necessary, before crossing the second section of the road. The median removes some of the travel way for vehicles with the benefit of reducing the width of the travel way either side of the median to eleven feet. Trustees may remember that this is the width preferred by Local Motion for traffic calming methods to reduce vehicle speeds.

The median strip would necessitate restriping of the parking spaces on either side. The angle of the parking would be reduced to around thirty degrees. This would reduce the number of spaces by around ten or twelve. However, by restriping the parallel parking spaces in from of the section of properties that includes the Village attorney's office we could gain four additional spaces. If the Trustees would like to retain more parking spaces there is the potential to gain more space from the NECR by leasing around four feet of linear space along the length of the median strip. This would result in no lost parking spaces on Railroad Avenue as the current parking angle could be retained.

Staff recommends that Trustees approve continued research of this concept with the goal of moving the initiative forward.



TRANSITION FROM 60' TO 30' PARKING
MAY BE DIFFICULT WHEN STRIPING IS
OBSCURED BY SNOW AND ICE

CURBING AT
EACH END ONLY

25 ex
17 new

11' (14' per LDC)

11' (14' per LDC)

10 ex
6 new

NET LOSS OF 8 SPACES

BUS WILL BLOCK VEHICLES
EXITING SPACES

22' (24' per LDC)

3 ex
7 new



MEMORANDUM

TO: Essex Junction Trustees & Department Heads
FROM: Lauren Morrisseau and Susan McNamara-Hill, Co-Acting Managers
DATE: June 11, 2013
SUBJECT: Trustees Meeting Schedule

TRUSTEES MEETING SCHEDULE/EVENTS

June 17 at 5:30 – Special Meeting/Retreat

June 25 at 6:30 – Regular Trustees Meeting

- Public hearing and set FY 14 water/sewer rates
- Presentation by Essex Rescue
- Appointments to Boards and Commissions
- Annual appointments (Clerk/Treasurer, Fire Chief, Attorney, Engineer)

July 9 at 6:30 – Regular Trustees Meeting – *cancelled due to office renovations*

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

July 23 at 6:30 – Regular Trustees Meeting

- Set FY 14 tax rate

Aug. 13 at 6:30 – Regular Trustees Meeting

- Discussion with Essex Police Chief Brad LaRose

Aug. 27 at 6:30 – Regular Trustees Meeting

Sept. 10 at 6:30 – Regular Trustees Meeting

Sept. 24 at 6:30 – Regular Trustees Meeting

Oct. 3 at Killington – VLCT 2013 Town Fair

Oct. 8 at 6:30 – Regular Trustees Meeting

Oct. 22 at 6:30 – Regular Trustees Meeting

**VILLAGE OF ESSEX JUNCTION
ZONING BOARD OF ADJUSTMENT
MINUTES OF MEETING
May 21, 2013**

MEMBERS PRESENT: Tom Weaver (Chairman); Ron Gauthier, Jim Moody, Bruce Murdough, Martin Hughes.
ADMINISTRATION: Robin Pierce, Village Development Director.
OTHERS PRESENT: Elizabeth Logan, Charles Parrott, Wendy LeBlanc, Heidi Dahlberg, Ina Hladky, Vlad Hladey, Robert Fonseca, Linda Fonseca, Scott Richardson, Kate Soules, Bill Nedde, Carl Lisman, Brad Rubman, Claudine Safar.

1. CALL TO ORDER and AUDIENCE FOR VISITORS

Chairman Tom Weaver called the meeting to order at 6 PM. There were no comments from the audience.

2. ADDITIONS/AMENDMENTS TO AGENDA

There were no changes to the agenda.

3. PUBLIC HEARING

Continued deliberation of zoning permit approval involving development activities within 200' of a waterway, floodplain, or wetland for an emergency access per the Land Development Code, Section 516 at 38 Thasha Lane in the M-F2 District by Green Meadows Apartments, LLC

Chairman Weaver explained only testimony on the feasibility of other access alternatives will be heard at this point. Individuals who were sworn in at the last meeting continue to be under oath.

MOTION by Bruce Murdough, SECOND by Ron Gauthier, to reopen the public hearing and public portion of the zoning permit application for 38 Thasha Lane by Green Meadows Apartments, LLC. VOTING: unanimous (5-0); motion carried.

Brad Rubman, Bill Nedde, and Carl Lisman appeared on behalf of the application.

STAFF REPORT

The Zoning Board received the following:

- Written staff report on the application, dated 4/30/13, regarding approval of activities involving development within 200' of a waterway, floodplain, or wetland.
- Memo from Fire Chief, Chris Gaboriault, date stamped received May 20, 2013, listing reasons for an emergency access point to Autumn Pond from Athens Drive stating that no feasible alternative provides the level of safety as an emergency access point as Athens Drive.

APPLICANT COMMENTS

The applicant or his representatives had no further comments to the staff report.

PUBLIC COMMENT

Claudine Safar, attorney representing the Athens Drive Citizens Committee, submitted a map highlighting two measured routes to the applicant's site, one using the circ highway and one using Route 15. Attorney Safar made the following comments:

- Essex Fire Department passes the circ highway entrance no matter which route is taken to the applicant's site (i.e. circ highway or Athens Drive).
- According to the State Fire Marshall all municipalities have the ability to respond on a secondary basis to a fire call. Essex Junction does not just have to call Essex Town for assistance, but can call Colchester or Williston, for example.
- Measurement from the circ highway entrance to Athens Drive is 1.1 miles and travel time is 4.5 minutes to the end of Athens Drive. There are three traffic lights on the route. Athens Drive is a narrow, small residential street with a sharp corner at the entrance so a fire truck will not be able to gain a lot of speed.
- Measurement from the circ highway entrance to Old Colchester Road (using the tree farm to the existing road to the applicant's property) is 2.7 miles and travel time of 4 minutes.
- Measurement from the circ highway entrance to the cemetery road is 3.1 miles and travel time is 4.5 minutes.
- It appears there is little difference between the two routes (circ highway or Athens Drive) in terms of travel time so the argument of having a faster route through Athens Drive is not grounded in a factual basis.
- Village zoning regulations say wetlands should only be breached if there is no other feasible alternative, but there are other alternatives plus the proposed access is for a secondary response team.
- The village does not tell individuals who develop 4.5 miles from the village center that this cannot be done because it is too far away for emergency response.
- The applicant wants the permit filed and will agree to whatever the village wants, but this will cost them. There is no authority in the regulations for the Fire Chief to condition the application.

Tom Weaver asked how the data on travel time and distance was compiled. Claudine Safar said individuals in personal vehicles traveled the routes and measured the distance and travel time using a stop watch. The stop watch was stopped at all traffic lights and the speed limit was observed. Kate Soules, 27A Athens Drive, added two measurements were taken to compare results. The stop watch was also stopped when the test vehicles were stopped in traffic.

Bill Nedde, Krebs & Lansing Engineering, calculated using the data provided by the residents that the travel speed averages 14 miles per hour, but a fire truck responding to a call will certainly be traveling greater than 14 mph.

There were no further comments.

MOTION by Jim Moody, SECOND by Bruce Murdough, to close the public portion of the permit application for 38 Thasha Lane. VOTING: unanimous (5-0); motion carried.

DELIBERATION/DECISION

Zoning Permit, Residential Development, 38 Thasha Lane, Green Meadows Apartments, LLC

Tom Weaver noted the following submittals were added to the record:

- Correspondence from the Essex Jct. Fire Chief, received 5/20/13, regarding the emergency access from Athens Drive.
- Map submitted on 5/21/13 by Claudine Safar, attorney representing the Athens Drive Citizens Committee, showing two routes, distances and travel times to the applicant's site, one using the circ highway and one using Athens Drive.

The following was noted:

- The letter from Krebs & Lansing addressed storm water, the emergency access, and utilities.
- Authorization was provided at the last meeting to upgrade the water line to an 8" line, but actually the water line is in an area that is not a new use.
- A state permit is required for the wetlands so the Zoning Board does not need to rule.
- The length of road through the tree farm was not measured or timed by the Athens Drive group. The road through the tree farm is a gravel access road that gets narrower.
- The access road is being reviewed under Section 516.G of the ordinance: roadways or access drives for purposes of crossing a stream buffer area to gain access to land on the opposite side of the buffer or for purposes of providing safe access to an approved use in cases where there is no feasible alternative for providing safe access and the roadway or access drive is located at least 15' above the ordinary high water mark or measured from the top of bank, whichever is greater.
- Using 2-89 (circ highway) to Route 2A (Old Colchester Road) requires crossing the railroad tracks. A train on the tracks could cause delay.
- There is question of the travel times being measured using a stop watch as was done by the Athens Drive group. The distance using the circ highway is nearly three times greater than using Athens Drive so it is questionable that the travel times are nearly equal.
- The Zoning Board is being asked to determine whether to authorize an emergency access as a new use within the street buffer.
- Regarding feasible alternative as mentioned in Section 516.G, distance and time are two components of feasibility.
- A train on the railroad tracks could be a dynamic piece of travel time. The circ highway was designed to go over the tracks, but not Old Colchester Road. There are no railroad crossings on the Route 15 travel route and the 90° turn onto

- Athens Drive is fairly wide. Fire trucks will have to slow down for the turn, but the route is the shortest and most direct.
- o Another component of feasibility per the dictionary is “likely” or “probable”. Whether the other suggested alternatives are likely or probable needs to be determined. The memorandum of understanding for the tree farm says permission from the town and village would be needed for the access. The access would have to be maintained and plowed in the winter. The purpose of the tree farm and the memorandum of understanding is to keep the area recreational and open space; even trails need approval. The likelihood of access through the cemetery is very low. The likelihood of access through the high school property is also questionable since the fields are always a myriad of sports activities and wetlands would have to be crossed. A connection through Taft Street would also require crossing wetlands.

FINDINGS OF FACT:

1. Additional information was provided by the attorney representing the Athens Drive Citizen Committee on the feasibility of other access routes by the Essex Fire Department starting at the circ highway interchange and ending at Athens Drive (1.1 miles), Old Colchester Road (2.7 miles), cemetery road (3.1 miles).
2. There was public testimony on the travel time/distance measurement methodology.

Emergency Access Road

MOTION by Ron Gauthier, SECOND by Martin Hughes, that the Findings of Fact from the April 30 and May 21, 2013 meetings support the authorization of the emergency access from Athens Drive per Section 516.G of the Land Development Code. VOTING: unanimous (5-0); motion carried.

The Findings of Fact from the April 30, 2013 and May 21, 2013 meetings will be consolidated into one document for signature by the Zoning Board.

5. OTHER BUSINESS

None.

6. ADJOURNMENT

MOTION by Martin Hughes, SECOND by Ron Gauthier, to adjourn the meeting. VOTING: unanimous (5-0); motion carried.

The meeting was adjourned at 6:45 PM.

RScty: M.E. Riordan





MEMORANDUM

TO: Village Trustees *LM*
FROM: Lauren Morrisseau, Finance Director and Susan McNamara-Hill, Clerk/Treasurer, Co-Acting Managers *SMH*
DATE: June 11, 2013
SUBJECT: E-mail string regarding biosolids summary

For your information, attached is an e-mail string regarding CSWD and biosolids disposal. Kai Mikkel Forlie of Burlington started the e-mail string on May 29, 2013 with an e-mail addressed to "Legislators" with strong objection to a pending agreement between CSWD and Casella Organics to ship what he calls "toxic sewage sludge" to Chateaugay, New York. Mr. Forlie appears to be a vocal activist on a number of issues. Following Mr. Forlie's exposition is a response from Tom Moreau, CSWD General Manager, to those copied on Mr. Forlie's e-mail saying that most of Mr. Forlie's accusations "can be discounted as inaccurate and misleading". Mr. Forlie quotes numerous articles in his e-mail which Tom Moreau refers to as "speculative articles".

Tom Moreau explained that he has been working to resolve the herbicide in the compost issue and when that is wrapped up he will be working with Josh Tyler, also a CSWD staff member, to prepare a response to Mr. Forlie's accusations.

The next e-mail in the string is from James Ehlers, Executive Director of Lake Champlain International. This e-mail was sent to all the legislators plus a few more people than Mr. Forlie's original e-mail. Mr. Ehlers comments that the CSWD needs to update their information, that it is out of date and that CSWD member municipalities should be allowed to vote on sludge disposal procedures. The tone of Mr. Ehlers' e-mail is critical of Mr. Moreau's response to this situation.

Tom Moreau responds that he has said that CSWD will investigate the issue and that he is at issue with a statement in Mr. Ehlers letter that implies that the CSWD does not have consent from member municipalities for the management of their biosolids. The "CSWD has a contract with each participating municipality for us to manage their biosolids", he writes.

This is followed by a note to Jim Jutras, Village Water Quality Superintendent, from Tom Moreau stating that he and Josh Tyler are working on a response.

Finally there is an e-mail from Roger Hunt of Milton saying that the original article had been posed in VT Digger.

We will keep you updated on further communications on this issue.

Lauren Morriseau

From: Jim Jutras
Sent: Tuesday, June 04, 2013 10:36 AM
To: Lauren Morriseau; Susan McNamara-Hill
Subject: FW: CSWD Proposing to Export Total Supply of Toxic Sewage Sludge

Below is the email regarding sludge/biosolids that I mentioned to you this AM. Roger Hunt made reference to the VT Digger posting. I will send that when I can. Roger is the utility Supt in Milton and a CSWD Board member

Jim
James L. Jutras, Water Quality Superintendent, Village of Essex Junction, 2 Lincoln Street, Essex Junction, VT 05452-3685
Phone 802-878-6943 ext 201 Fax 802-878-6948

-----Original Message-----

From: Roger Hunt [mailto:rhunt@town.milton.vt.us]

Sent: Tuesday, June 04, 2013 8:19 AM

To: Tom Moreau

Cc: Chris Robinson; Eric Bailey (ebbailey@onioncity.com); Jim Jutras; Kendall Chamberlin (rwrldlab@gmavt.net); Laurie Adams (ladams@ci.burlington.vt.us); Roger Hunt; Steve Crosby; Tim Grover (tgrover@ci.burlington.vt.us); JOSH TYLER; Roger; Nathan Lavallee

Subject: Re: CSWD Proposing to Export Total Supply of Toxic Sewage Sludge

VT Digger posted an article on it yesterday. Stand by to crank up the PR campaign.

Roger Hunt
Water & Wastewater Supt.
Town of Milton, VT

On Jun 3, 2013, at 3:01 PM, "Tom Moreau" <tmoreau@cswd.net<mailto:tmoreau@cswd.net>> wrote:

Hello,
I forgot to CC you all last Friday when I wrote the message below while on vacation. Josh and I are beginning to put together a response. We will keep you posted.

Tom

From: Tom Moreau
Sent: Friday, May 31, 2013 11:36 AM
To: 'james@mychamplain.net<mailto:james@mychamplain.net>'
Cc: kram@leg.state.vt.us<mailto:kram@leg.state.vt.us>; dzuckerman@leg.state.vt.us<mailto:dzuckerman@leg.state.vt.us>; sfox@leg.state.vt.us<mailto:sfox@leg.state.vt.us>; vlyons@leg.state.vt.us<mailto:vlyons@leg.state.vt.us>; dsnelling@leg.state.vt.us<mailto:dsnelling@leg.state.vt.us>; pbaruth@leg.state.vt.us<mailto:pbaruth@leg.state.vt.us>; deb.markowitz@state.vt.us<mailto:deb.markowitz@state.vt.us>; david.mears@state.vt.us<mailto:david.mears@state.vt.us>; Scott Waterman; tashe@leg.state.vt.us<mailto:tashe@leg.state.vt.us>; 'Anthony Iarrapino'; Christopher Pearson; kaimikkelforlie@gmail.com<mailto:kaimikkelforlie@gmail.com>; Virginia Lyons; dfrancis@colchestervt.gov<mailto:dfrancis@colchestervt.gov>; 'William Wellman'; Lesley Engle;

ckilian@clf.org<mailto:ckilian@clf.org>; 'Miro Weinberger (email)'; 'Sylvia Knight';
ross@mychamplain.net<mailto:ross@mychamplain.net>; Tom Mulcahy; Nadine Scibek;
paul@sevendaysvt.com<mailto:paul@sevendaysvt.com>; joelbaird@yahoo.com<mailto:joelbaird@yahoo.com>; 'John
Millon'; Kim L. Greenwood CPESC
subject: RE: CSWD Proposing to Export Total Supply of Toxic Sewage Sludge

James,

Whoa! I clearly wrote yesterday That CSWD will indeed look into the issue now that our plate is clearing up from the compost herbicide issue. I wrote and you highlighted: "Although some questions on chemicals of emerging concern like pharmaceuticals and hormone disruptors are pertinent and will require substantial effort to separate fact from fiction. Essentially this issues raised are as much aimed at the regulators as they are at the practitioners."

The USEPA is the chief regulator of biosolids management in conjunction with the States. We as municipalities must follow the rules and question whether the existing rules are either overbearing or adequate. It is not the municipalities' role to be the lead researchers. That is the role of our central governments, in this case the USEPA and VTDEC. As such, EPA is continually monitoring the issue of micro constituents in wastewater biosolids, an example of such can be seen in this report: <http://water.epa.gov/scitech/wastetech/biosolids/tnsss-overview.cfm> .

The municipalities within CSWD for whom we manage their biosolids express clearly to us that they want the combination of the best price, sustainability, resource recovery/beneficial reuse within the existing regulatory framework. The City of South Burlington recently invested over \$3 million in an advanced thermophilic digester that would allow them to upgrade their biosolids to Class A/Exceptional Quality. They are just now completing the tests to verify that status and are looking for a much lower tip fee to help recoup that investment. Unfortunately, there are not readily available technical papers that detail how certain micro-constituent compounds survive the various treatment processes including anaerobic digestion.

SWD was just very involved in dealing the difficult persistent herbicide issue. As stated, our involvement and collaboration with The Vermont Agency of Agriculture, USEPA, US Composting Council, Dow AgroSciences and DuPont has led to a much better system that is still evolving – point being CSWD did not shirk from addressing a very tough issue. I observed that together, this group made more progress in the past 10 months than the entire industry did in the previous number of years. CSWD will address the issue with biosolids with the same diligence.

Lastly, I take issue with your statement: "And given CSWD's intent to potentially burden the taxpayers of its member communities with this liability, it should be required to get a majority vote from all residents involved after providing all sides of the debate, particularly with respect to endocrine disruptors."

CSWD has and will propose to continue having a contract with each participating municipality for us to manage their biosolids. Each participating municipality's governing board has approved the contracts in the past and will need to continue to do so. It is the municipality's governing board position to decide they will solicit a majority vote of their respective residents or whether to view it as a governing board decision. CSWD will make its findings on our research available.

Regards,
Tom

Thomas Moreau, CSWD General Manager Office: (802) 872 8100 x 209 Cell: (802) 343 1499
www.cswd.net<<http://www.cswd.net>>

From: James Ehlers [mailto:james@mychamplain.net]

Sent: Friday, May 31, 2013 9:13 AM

To: Tom Moreau

Cc: kram@leg.state.vt.us<mailto:kram@leg.state.vt.us>;

'zuckerman@leg.state.vt.us<mailto:dzuckerman@leg.state.vt.us>; sfox@leg.state.vt.us<mailto:sfox@leg.state.vt.us>;

vlyons@leg.state.vt.us<mailto:vlyons@leg.state.vt.us>; dsnelling@leg.state.vt.us<mailto:dsnelling@leg.state.vt.us>;

pbaruth@leg.state.vt.us<mailto:pbaruth@leg.state.vt.us>;

deb.markowitz@state.vt.us<mailto:deb.markowitz@state.vt.us>;

david.mears@state.vt.us<mailto:david.mears@state.vt.us>; Scott Waterman;

tashe@leg.state.vt.us<mailto:tashe@leg.state.vt.us>; 'Anthony Iarrapino'; Christopher Pearson;

kaimikkelforlie@gmail.com<mailto:kaimikkelforlie@gmail.com>; Virginia Lyons;

dfrancis@colchestervt.gov<mailto:dfrancis@colchestervt.gov>; 'William Wellman'; Lesley Engle;

ckilian@clf.org<mailto:ckilian@clf.org>; 'Miro Weinberger (email)'; 'Sylvia Knight';

ross@mychamplain.net<mailto:ross@mychamplain.net>; Tom Mulcahy; Nadine Scibek;

paul@sevendaysvt.com<mailto:paul@sevendaysvt.com>; joelbaird@yahoo.com<mailto:joelbaird@yahoo.com>; 'John

Dillon'; Kim L. Greenwood CPESC

Subject: FW: CSWD Proposing to Export Total Supply of Toxic Sewage Sludge

Tom,

How many people are still using their 1993 phonebooks? Yet, CSWD and VT DEC are comfortable safeguarding public health with EPA's 1980's data? The EPA Inspector General is not. There are compounds (too numerous to list) that did not even exist in 1985 that are now in our waste-streams in abundance.

If new, thorough, independent research suggests these wastes can be recycled and returned to the environment in a beneficial way, we will support it. Until then, we will continue to request that our government and municipal officials notify communities (all residents, not just the CSWD rep) when sludge is being spread within its boundaries, as well as all downstream communities. And given CSWD's intent to potentially burden the taxpayers of its member communities with this liability, it should be required to get a majority vote from all residents involved after providing all sides of the debate, particularly with respect to endocrine disruptors. This class is already wreaking havoc in other waters around the Nation—but one example being the destruction of the fishery in the Potomac due to endocrine disruptors reaching public waters through waste.

We can do better. We must do better. Let's be the leaders we like to think we are, and take responsibility for ensuring our waste is neither a threat today nor tomorrow to those helpless but to depend on us now. This requires a willingness to look forward, leaving the comfort of the past and its rationalizations of "we would have done better if we had only known." We will do better when we muster the courage to accept the responsibility that we would indeed have done better if we had only been willing to ask. So we ask: When do this involved intend to earn to our trust by doing the right thing, instead of the easy thing? Marginalizing the concerns of those whom you injured when they did extend you their trust in the past is not likely to produce a result beneficial to the public good.

Perhaps this is a good time for CSWD and state officials to explore a community-digester system.

Pax et bonum.

James

From: Tom Moreau [mailto:tmoreau@cswd.net]

Sent: Thursday, May 30, 2013 12:37 PM

To: Steve Goodkind; JOSH TYLER; Paul Stabler; Michelle DaVia; Tony Barbagallo

(Tony.Barbagallo@casella.com<mailto:Tony.Barbagallo@casella.com>); Patrick Ellis

Subject: RE: CSWD Proposing to Export Total Supply of Toxic Sewage Sludge to Rural Community in New York

Hello,
CSWD intends to respond to both of Mr. Forlie's emails, much of which can be discounted as inaccurate and misleading. Although some questions on chemicals of emerging concern like pharmaceuticals and hormone disruptors are pertinent and will require substantial effort to separate fact from fiction. Essentially this issues raised are as much aimed at the regulators as they are at the practitioners.

As you may know, CSWD has been focusing much of our resources and most of my time on the persistent herbicide issue on our compost operation. That compost incident is costing CSWD around \$800,000 in unexpected expenses or loss of sales. We have made significant strides in determining the root cause of that problem and we, the Vermont Agency of Agriculture, USEPA and Dow are putting new measures in place going forward to prevent a re-occurrence both at CSWD and all other composters in Vermont. We are mostly complete with that task and can now (happily) report that CSWD is now producing compost with no detectable levels of aminopyralid as evidenced by chemical and bioassay tests. I told Mr. Forlie that resolving the compost issue was paramount in our priorities and would address his concerns about the biosolids afterwards. It is matter of allocating CSWD's resources.

After a brief vacation this week, I intend to work with Josh Tyler of the CSWD staff to prepare our response. I have a long history with the EPA regulations and risk management scenarios as outlined in section 503 of the Clean Water Act. I was an active participant in that field during the 14 long years it took from 1979 through 1993 from proposal after proposal to promulgation. I have already made initial inquires to Ernie Kelley of VT DEC, some expert agronomists that I had been speaking to on the herbicide issue as well as to Ned Beecher of NEBRA. I have familiarized myself with EPA's ongoing assessment of the new issues. A key issue will be separating the hard science on the risk management of biosolids in peer reviewed journals from the speculative articles, many of the latter are cited in Mr. Forlie's emails. We will be contacting NY DEP as well as the USEPA.

Tom

From: Kai Gmail [mailto:kaimikkelforlie@gmail.com]
Sent: Wednesday, May 29, 2013 11:59 PM
To: kram@leg.state.vt.us<mailto:kram@leg.state.vt.us>; 'Christopher Pearson'; dzuckerman@leg.state.vt.us<mailto:dzuckerman@leg.state.vt.us>; 'Tim Ashe'; sfox@leg.state.vt.us<mailto:sfox@leg.state.vt.us>; vlyons@leg.state.vt.us<mailto:vlyons@leg.state.vt.us>; dsnelling@leg.state.vt.us<mailto:dsnelling@leg.state.vt.us>; pbaruth@leg.state.vt.us<mailto:pbaruth@leg.state.vt.us>
Cc: 'Tony Klein'; deb.markowitz@state.vt.us<mailto:deb.markowitz@state.vt.us>; david.mears@state.vt.us<mailto:david.mears@state.vt.us>; ernie.kelley@state.vt.us<mailto:ernie.kelley@state.vt.us>; Steve Goodkind; Tom Moreau; JOSH TYLER; Paul Stabler
Subject: CSWD Proposing to Export Total Supply of Toxic Sewage Sludge to Rural Community in New York

[NOTICE – Links to source documents substantiating all statements made in the following appear at the base of the email.]

Dear Legislators,

I am writing to pass along upsetting news of a pending agreement between CSWD and Casella Organics to ship the entirety - somewhere in the neighborhood of thirty million pounds - of CSWD's supply of toxic sewage sludge to a Casella production facility named "Grasslands" located in the rural community of Chateaugay, New York. Once there, the sludge would undergo limited processing (limited to a simple exothermic reaction) in order to qualify it as Class A sludge so it could then be sold for a profit to a largely unsuspecting public for unlimited and unrestricted use on nearby land; land that may very well include pasture, cropland, vegetable gardens, playgrounds, school grounds, and lawns.

According to the results of the EPA's own 2009 "Targeted Sludge Survey" a multitude of industrial toxins are known to exist in municipal sludge. These revelations followed two earlier and as of yet unaddressed declarations (the first in 2000 and again in 2002) by the EPA Inspector General's Office that, "EPA cannot assure the public that current land application practices [concerning sludge] are protective of human health and the environment."

In addition to the EPA, the National Academy of Sciences, Sierra Club, VPIRG, Toxics Action Center, Cornell Waste Management Institute, University of Georgia and a plethora of other domestic and international organizations each have issued warnings concerning both the human health ramifications and threats to the natural world posed by the application of sewage- and septage-sludge to land.

Yet remarkably, even with the foregoing knowledge and the release most recently of damning evidence showing collusion between EPA and industry in misrepresenting the threat to life that sludge presents, the EPA - and by extension the ANR/DEC - still only regulates (meaning tests and controls for) approximately 1% of the synthetic toxins known to be lurking in sludge. A short list of these unregulated toxics includes endocrine disrupters, flame retardants, steroids and pharmaceuticals. A more exhaustive list includes radionuclide waste from hospitals, paints and solvents from homes and businesses, runoff from city streets, leachate from landfills, pharmaceuticals that pass through the human body and/or are culled from medicine cabinets, fluids from funeral homes, used fracking fluids from the process of hydraulic fracturing for natural gas, waste from laboratories and also synthetic insecticides, herbicides, fungicides, toxic detergents and cleaners, and other chemicals and compounds that originate from innumerable industrial processes.

In 2010, the City of San Francisco was forced to undergo testing of a sludge product that it was giving away for free to the public. Here's a short five minute news report produced by a local-CBS affiliate detailing the controversy, one that could easily be mistaken for the current situation in Stowe or at Casella Organics' operation in Chatteaugay:

http://www.youtube.com/watch?feature=player_embedded&v=Ellw1M6ARW8

This is not the first time CSWD has pursued the option of exporting all of its toxic sludge. Beginning in the late 1990's and ending in 2007, CSWD shipped all of its sludge out of state to processors located in the province of Quebec. It's important to note that the relationship with these processors ended abruptly in the midst of the Quebec government contemplating a prohibition against the practice of applying sludge to land, the impetus of which resulted from public outcry regarding the threats this practice poses to the public and the environment.

Frankly, I find the possibility of CSWD shipping its toxic sludge out of state so that it can be sold to an unsuspecting public to be irresponsible. But the fact that the destination is a rural community and because I can't help but notice how this action effectively hides from public view the outcome of bad public policy here at home, I'm left with no alternative other than to also denounce the entire proposal as unethical, immoral and unjust.

After all how is this proposal, in practice, any different from the environmental justice issues highlighted in the recent study undertaken by the University of North Carolina's Department of Epidemiology titled "Land Application of Treated Sewage Sludge: Community Health and Environmental Justice" that explores the health and quality of life of people who live nearby fields where sludge is spread? According to one of the individuals that participated in the study, "They've just got to have somewhere to dump the stuff, and the rural communities, where you've got low income people who aren't able to fight for themselves and stuff like that. That could be some of it." I will let this statement stand on its own. But I must also ask, "Is this the kind of legacy that the residents of the CSWD member towns wish to leave behind?"

I urge all of you to do everything in your power to prevent this alarming pact and further, to prohibit CSWD and all other Solid Waste Districts, municipal waste water treatment facilities and septage haulers from exporting what I think anyone would agree is Vermont's responsibility. Throughout its existence CSWD has claimed to have an interest in implementing safe alternatives to the production and land application of toxic sludge. If you fail to act, what incentive does CSWD have to actually follow up on this claim when it is allowed to engage in the slight of hand expressed by such an "out-of-sight out-of-mind" policy?

Sludge is toxic. Thirty years ago the rate of Autism in the US was 4 in 10,000. Just the other day I read that the rate is now 1 in 50. Rates of other industrial diseases and conditions like cancer, heart and lung disease, obesity, Alzheimer's, etc. appear, at least anecdotally, to follow a similar trajectory. Let's stop looking the other way while public entities like CSWD export the toxic threat posed by sewage sludge. Let's deal once and for all with this problem here at home.

Thank you, in advance, for your consideration.

Kai Mikkell Førlie
Burlington, Vermont

Sources:

Video of 05/22/2013 CSWD Board Meeting at which exporting proposal was announced (beginning at 72:09):
<http://www.cctv.org/watch-tv/programs/chittenden-solid-waste-district-93>

Estimated total quantity of sludge to be exported by extrapolating the quantity of 15,000 tons listed in CSWD's "Proposed 2013 Budget". This document was subsequently removed from the web so feel free to request a digital copy from the email's author or from CSWD.

Casella Organic's "Grasslands" facility: <http://casellaorganics.com/locations/office/grasslands-facility>

North Country Public Radio report detailing application of a vast quantity of a sludge product produced at Grasslands onto hundreds of acres of farmland used to pasture and grow feed for dairy cows. The farmland is owned by a farmer who, based on the comments attributed to him in the report, is clearly unaware of the differences between animal excreta and toxic sewage sludge: <http://www.northcountrypublicradio.org/news/story/20676/20121017/north-country-company-finds-farm-value-in-human-waste>

2009 EPA Targeted Sludge Survey: <http://water.epa.gov/scitech/wastetech/biosolids/tnsss-overview.cfm>
2000 EPA IG's Audit Report titled "Biosolids Management and Enforcement" (refer to page ii, 2nd sentence):
<http://www.epa.gov/oig/reports/2000/00P0010.pdf>

2002 EPA IG's Status Report titled "Land Application of Biosolids" (refer to page 8, 5th sentence):
http://www.epa.gov/oig/reports/2002/BIOSOLIDS_FINAL_REPORT.pdf

2002 Report published by the National Academy of Sciences titled "Biosolids Applied to Land: Advancing Standards and Practices" that makes the case for why, "Sewage Sludge Standards Need New Scientific Basis":
http://www.nap.edu/openbook.php?record_id=10426&page=1

2008 Sierra Club position paper on the land application of sludge:
<http://www.sierraclub.org/policy/conservation/LandApplicationSewageSludge.pdf>

1999 VPIRG report titled "On the Ground: The Spreading of Toxic Sludge in Vermont" that describes the toxic nature of sludge produced through independent testing and details the various location around the state where Class B sludge was dumped at the time: <http://www.vpirg.org/download/1999%20June%20Toxic%20Sludge%20report.pdf>

2001 Toxics Action Center report titled "Toxic Sludge in Our Communities: Threatening Public Health and Our Farmlands" that details the toxic nature of sludge through independent testing:
<http://www.toxicsaction.org/sites/default/files/tac/information/toxic-sludge-in-our-communities.pdf>

Several documents pertaining to studies undertaken by the Cornell Waste Management Institute that show, "There are health and safety risks associated with managing [sludge]: <http://cwmi.css.cornell.edu/healthsafety.htm>

2002 study reviewed and approved for publication by the EPA titled "Interactions of pathogens and irritant chemicals in land-applied sewage sludges (biosolids)" undertaken in conjunction with the University of Georgia that details human health affects of exposure to land applied sludge: <http://www.biomedcentral.com/1471-2458/2/11>

Summary of court documents assembled in 2012 by Georgia law firm of Hallman & Wingate that, "...uncovers scientific misconduct designed to protect the sludge industry at all costs," by identifying collusion between EPA and biosolids industry and the EPA's practice of quashing dissent: <http://www.hallmanwingate.com/fullpanel/uploads/files/the-gatekeepers-official-copy--feb-17--2012.pdf>

May 16th article published by the Stowe Reporter detailing the Stowe's continued free public give-away of Class A sludge produced by the town's waste water treatment facility and the land application of Class B sludge to public land adjacent to the Stowe Recreation Path: http://www.stowetoday.com/stowe_reporter/news/article_5f05242e-bd98-11e2-9ba6-001a4bcf887a.html

2009 CSWD document titled "Recommendations for the Next Generation of Solid Waste Management Strategies for Chittenden County: A Five-Year Implementation Proposal" that details the history of CSWD's exporting sludge to Quebec (refer to Section VI titled "Biosolids" on page 20): <http://www.cswd.net/wp-content/uploads/2010/07/Waste-Plan-32509Final.pdf>

2007 post on the NEBRA (North East Biosolids and Residuals Association) website titled "Biosolids Recycling Meets Challenges in Quebec" that details the mid-2000's sludge controversy that likely spelled the end of the relationship between CSWD and the Quebec-based sludge processing facilities:
<http://www.nebiosolids.org/index.php?mact=News,cntnt01,detail,0&cntnt01articleid=79&cntnt01returnid=24>

2007 post titled "Quebec Limits Biosolids Spreading" published on the website of the Canadian periodical named Solid Waste and Recycling Magazine that details a proposal by the Quebec government to ban the land application of sludge; Quebec farmland being the resting place of all of CWSD's sludge: <http://www.solidwastemag.com/news/quebec-limits-biosolids-spreading/1000215253/>

2013 study titled "Land Application of Treated Sewage Sludge: Community Health and Environmental Justice" that explores the health and quality of life of people who live nearby fields where sludge is spread as undertaken by the University of North Carolina's Department of Epidemiology and published in the National Institute of Environmental Health Sciences' online journal called the "Environmental Health Perspectives" (refer to page 15):
<http://ehp.niehs.nih.gov/pdf-files/2013/Mar/ehp.1205470.pdf>

Full chapter excerpt (Chapter 2 titled "The Changing Prevalence of Autism Throughout History") of Simon Baron Cohen's 2008 book titled "Autism and Asperger Syndrome: The Facts" published by the Oxford University Press that details the rate of autism "thirty years ago" (refer to page 15):
http://fds.oup.com/www.oup.com/pdf/13/9780198504900_chapter1.pdf

2013 National Health Statistics Report published by the Centers for Disease Control that calculates the current rate of autism in the United States (refer to page 2): <http://www.cdc.gov/nchs/data/nhsr/nhsr065.pdf>

Disclaimer, please be advised that your email communication to the Town may be considered public record and may be subject to disclosure under the Vermont Open Public Records Act.

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
May 28, 2013**

BOARD OF TRUSTEES: George Tyler (Village President); Dan Kerin, Andrew Brown, Lori Houghton, Elaine Sopchak.
ADMINISTRATION: Lauren Morrisseau Co-Manager & Finance Director; Susan McNamara-Hill, Co-Manager & Village Clerk/Treasurer.
OTHERS PRESENT: Wayne Elliott, John Alden.

EXECUTIVE SESSION

MOTION by George Tyler, SECOND by Dan Kerin, to go into Executive Session to interview candidate(s) for the vacancy on the Planning Commission. VOTING: unanimous (3-0)[Lori Houghton and Elaine Sopchak not present for vote]; motion carried.

Executive Session was convened at 6 PM and adjourned at 6:20 PM.

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

Add under New Business:

- Supplemental information regarding the office renovation.

3. GUESTS, PRESENTATIONS, & PUBLIC HEARINGS

a. Comments from Public on Items Not on Agenda

None.

b. Public Hearing: FY14 Water Rates

The public hearing was opened at 6:32 PM. Lauren Morrisseau reported the following:

- Quarterly fixed charge for water is \$21.05 and a \$.0140 usage charge (3% increase).
- Quarterly fixed charge for sanitation is \$21.00 and a \$.0047 usage charge (13% increase due to bond payment).
- IBM large user charge is \$.075 per 1,000 gallons of water (13% increase). If the amount is over estimated IBM will be reimbursed at the end of the year.
- Rates for waste water are still being determined.
- Bills will be sent out the end of July.

There were no comments from the public. The public hearing was closed at 6:35 PM.

c. Information Meeting on New Water/Sewer Rate Structure

Wayne Elliott with Aldrich + Elliott Engineering explained the following:

- Water/sewer rates are set to cover the cost of service.
- Water usage is declining for a variety of reasons resulting in a decrease in revenues. Utilities must still cover fixed costs regardless of the down trend in water usage.
- The rate for water, sanitation and sewer in the village is \$203/year. The state average for water is \$450 per year and for sewer is \$450 per year so the village has a favorable rate.
- Most utilities are paid on a monthly basis. The monthly charge for water in the village is \$18 per month and for sewer is \$27.50 per month compared to cell phone of \$75 to \$125 per month or electricity at \$50 to \$100 or cable/internet service at \$150 per month.
- In the village 84% of residential or 2729 residents represent 63% of the water usage. Fourteen percent of commercial represents 27% of the water usage.
- Half of the water fund expense is fixed costs and the other half is what is purchased for water.
- Rate structure alternatives were analyzed and three alternatives were selected for more study including a uniform rate (current situation), fixed charge based on meter size, and fixed charge based on equivalent units (EU) of one EU equal to 120 gallons of usage.
- Billing will be quarterly and include a base rate plus usage. For FY14 the base rate for water is \$21.05. The usage fee goes down because more revenue is generated by the base rate. The same situation exists for sanitation. Sewer (waste water) rate is forthcoming. Impact on the average household using the minimum amount of water is an increase of about \$7 per year.
- The waste water treatment plant upgrade impacts the sanitation base rate. Impacts will be phased over five years. The project is fully funded from state loans.
- Public outreach to explain the water/sewer rate structure includes informational meetings with the Trustees, postings on the village website, Front Porch Forum, and press releases.

4. OLD BUSINESS

a. Appointment to Planning Commission (to complete term through 6/30/15)

MOTION by George Tyler, SECOND by Lori Houghton, to appoint Amber Thibeault to the Planning Commission to fill the vacancy with a term ending June 30, 2015. VOTING: unanimous (5-0); motion carried.

b. Approve Revised Bike/Walk Advisory Policy

MOTION by Lori Houghton, SECOND by Andrew Brown, to approve the revised Bike/Walk Advisory Policy with the increase in members from five to eight individuals. VOTING: unanimous (5-0); motion carried.

c. Appoint Bike/Walk Advisory Committee

MOTION by Dan Kerin, SECOND by Lori Houghton, to appoint the following individuals to the Bike/Walk Advisory Committee:

Rowena Albert	Eric Dufresne
Andrea Van Liew	Phoebe Spencer

Rosalind Hutton
Rick Hamlin

Jud Lawrie
Eric Bowker

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

5. NEW BUSINESS

a. Discuss/Approve FY13 General Fund Departmental Budget Transfers

Lauren Morrissette explained anticipated surpluses and deficits in department budgets and requested approval to use the surpluses to cover deficits. If there is any surplus remaining after deficits have been addressed then 10% can be held in reserve and the Trustees can decide whether to use any remaining amount to reduce the tax rate or ask the voters to transfer it to the Capital Reserve.

Lori Houghton mentioned using some of the surplus to address the flooding that regularly occurs in the library basement.

MOTION by Andrew Brown, SECOND by Dan Kerin, to approve use of surplus funds in the FY13 Administration, Street, Planning, and Economic Development budget to cover deficits in other general fund budgets.

DISCUSSION: George Tyler suggested the library board review their budget and direct some funding to address the flooding problem in the basement of the library. Lauren Morrissette mentioned the office renovation project. Bids came in much higher than anticipated. There is \$26,300 in capital reserves and \$6,000 in the general fund for the project. Projects over \$10,000 in cost should be in the capital budget.

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

b. Award Bid for Lincoln Street Sidewalk and Lighting Project

MOTION by Lori Houghton, SECOND by Andrew Brown, to award the Lincoln Street sidewalk and lighting project to Don Weston Excavating at a cost of \$258,452.

DISCUSSION: Hamlin Engineering will do the construction engineering for the project.

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

c. Award Bid for Village Office Renovation

Lauren Morrissette reported there is \$33,000 set aside for the office renovation project. The high bid was \$78,000 and the low bid was \$48,041 (Stewart Construction in Essex Junction). Some value engineering can be done to reduce the project cost such as paying for the mechanical work out of the operations budget, eliminating the painting of window sashes and work in the finance office, and reusing the existing counters. The contractor is willing to work with staff to reduce costs where possible. Staff recommends doing the project in its entirety because the work will be very disruptive to daily operations. The project will be complete by July 8th.

MOTION by George Tyler, SECOND by Lori Houghton, to approve the selection of Stewart Construction of Essex Junction for the renovation of the village office and

authorize village staff to work with the contractor to decrease the cost of the project to \$45,986.

DISCUSSION: Andrew Brown urged using the state bid system to get as many competitive bids as possible.

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

d. Discuss Representatives on Board and Commissions

With the resignation of John Lajza a replacement is needed on the CSWD board and CCRPC.

6. VILLAGE MANAGER'S REPORT

a. Meeting Schedule

- June 11 @ 6:30 – Regular Trustees Meeting
- June 25 @ 6:30 – Regular Trustees Meeting
- July 9 @ 6:30 – Regular Trustees Meeting (cancelled due to office renovations)
- July 23 @ 6:30 – Regular Trustees Meeting
- August 13 @ 6:30 – Regular Trustees Meeting
- August 27 @ 6:30 – Regular Trustees Meeting
- September 10 @ 6:30 – Regular Trustees Meeting
- September 24 @ 6:30 – Regular Trustees Meeting
- October 8 @ 6:30 – Regular Trustees Meeting
- October 22 @ 6:30 – Regular Trustees Meeting

Special Meetings/Events:

- June 1 @ 10 AM – Memorial Day Parade (previously postponed)
- June 4 @ 3-5 PM – Employee Appreciation Party at On Tap
- June 17 @ 5:30 PM – Trustees Retreat
- July 20 @ 4-9 PM – Village Annual Block Party & Street Dance

2. Notification to Alex McEwing re: Storage

A letter was sent to Alex McEwing regarding storage of items and if a response is not received prior to June 5th a Notice of Violation will be sent.

3. Offer of Artwork from Ginny Powers

Former library employee, Ginny Powers, has offered to give the village two paintings by Mary Laliberte for Lincoln Hall. Staff will prepare a resolution of acceptance and thanks.

7. TRUSTEES COMMENTS/ANNOUNCEMENTS

a. Board Member Comments

- George Tyler reported on the meeting with Linda Myers and Pat Scheidel to discuss the shared manager position. Attorneys for both municipalities are reviewing the contract. The contract outlines the salary for the position. Susan McNamara-Hill and Lauren Morrisseau will be village assistant co-managers.
- Andrew Brown mentioned an issue on South Street. George Tyler will contact Police Chief LaRose and Andrew Brown will advise the resident to follow up on the matter with the Police Chief and then the Selectboard.

- There was discussion of inviting the Police Chief to a future Trustee meeting to provide an update on activities in the community. Staff will contact Brad LaRose and schedule a meeting date.

b. Reading File

- Minutes from Zoning Board 4/30/13 and Block Party Committee 5/20/13
- Category C Noise Waiver Request (approved by the Trustees rather than the Village Manager; there is opportunity for public comment)
- Memo from Robin Pierce re: 8 Railroad Avenue
- Memo from Robin Pierce re: Trees

8. CONSENT AGENDA & READING FILE

MOTION by Andrew Brown, SECOND by Elaine Sopchak, to approve the consent agenda as follows:

- 1. Approve Minutes of Previous Meetings (5/14/13).**
- 2. Approve Warrants including Checks #10047117 through #10047202 totaling \$1,366,153.32.**
- 3. Accept John Lajza's Resignation as Village Representative on the CSWD Board and CCRPC.**
- 4. Approve Phase 2 Storm Water Permit Application.**

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

9. ADJOURNMENT

MOTION by Dan Kerin, SECOND by Lori Houghton, to adjourn the meeting.

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

The meeting was adjourned at 7:45 PM.

RScty: M.E.Riordan



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
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
JUNE 6, 2013**

BOARD OF TRUSTEES: George Tyler (President), Dan Kerin (Vice President), Elaine Sopchak and Andrew Brown, (Lori Houghton was absent)
ADMINISTRATION: Susan McNamara-Hill, Interim Co-Manager & Clerk/Treasurer
Lauren Morrisseau, Interim Co-Manager & Finance Director

CALL TO ORDER

Village President George Tyler called the meeting to order at 6:00 p.m. and explained that the special meeting was called so that the Trustees could review and vote on the proposed Employment Subcontracting Agreement before the 250th anniversary of the Town of Essex on June 7th.

BUSINESS

The Trustees reviewed the Employment Subcontracting Agreement as presented. The agreement has been reviewed and approved by both the Town and Village Attorneys, and the Town Selectboard.

George Tyler noted for the record that he had spoken with Pat Scheidel and that there is no expectation of overtime or comp. time.

MOTION by Dan Kerin, SECOND by Elaine Sopchak, to approve the Employment Subcontracting Agreement to be entered into on June 7, 2013, for Pat Scheidel, Town Manager, to be appointed Village Manager on July 1, 2013.

DISCUSSION: George Tyler asked if any of the Trustees felt that they were being rushed. Andrew Brown replied that he did feel that this was rushed, but that he trusted the parties involved. Elaine Sopchak stated that the agreement was short and concise enough and that if something needed to be changed after a month or so it could easily be done.

VOTING: 4 ayes, motion carried.

George Tyler stated that Lori Houghton had reviewed the contract and stated her support of it in an email to the board members.

ADJOURNMENT

MOTION by Elaine Sopchak, SECOND by Dan Kerin, to adjourn the meeting. VOTING: 4 ayes; motion carried.

The meeting was adjourned at 6:30 p.m.

Minutes respectfully submitted by Susan McNamara-Hill, Co-Manager/Clerk/Treasurer 

Check Register Report

BL 6/11/13 10047203-10047262

Date: 06/07/2013

Time: 10:42 am

Page: 1

Village of Essex Junction

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
10047203	05/30/2013	Printed		2403	VERMONT TENT COMPANY	MEM DAY PARADE TENT	486.87
10047204	06/11/2013	Printed		10508	ADVANCED DISPOSAL	GRIT REMOVAL-WWTF	121.49
10047205	06/11/2013	Printed		9337	AMERICAN LIBRARY ASSOC	POSTERS-LIBRARY	154.80
10047206	06/11/2013	Printed		9847	AUTOZONE, INC	SUPPLIES-FIRE	5.59
10047208	06/11/2013	Printed		10249	BLUETARP FINANCIAL INC.	SUPPLIES-VARIOUS	276.79
10047211	06/11/2013	Printed		0268	BRODART CO.	CIRC MATERIALS-LIBRARY	1,452.05
10047212	06/11/2013	Printed		9743	CARQUEST AUTO PARTS	AUTO SUPPLIES-VARIOUS	770.84
10047213	06/11/2013	Printed		0503	CHAMPLAIN OIL COMPANY, INC.	VEHICLE FUEL-VARIOUS	3,666.67
10047214	06/11/2013	Printed		0508	CHAMPLIN ASSOCIATES INC.	EFF METER-WWTF	4,000.00
10047215	06/11/2013	Printed		05070	CHARLEBOIS TRUCK PARTS INC.	EXHAUST PARTS-STREET	97.16
10047216	06/11/2013	Printed		10549	CLAUSSEN ENTERPRISES, INC.	PLANTS-STREET	524.46
10047217	06/11/2013	Printed		9788	COMCAST	CABLE-STREET	62.29
10047218	06/11/2013	Printed		0560	COPY-SHIP-FAX-PLUS	SHIPPING CHARGES-WWTF	14.10
10047219	06/11/2013	Printed		10505	DAVE A. CRAWFORD	APR/MAY CONSULT SVS-WWTF/SANIT	1,375.00
10047220	06/11/2013	Printed		0624	DEMCO, INC.	SUPPLIES-LIBRARY	61.48
10047221	06/11/2013	Printed		0644	DUBOIS & KING INC.	CRESC CONNECTOR DESIGN-CAP R	7,047.79
10047222	06/11/2013	Printed		0780	ESSEX EQUIPMENT SALES	SUPPLIES-STREET	142.64
10047223	06/11/2013	Printed		10011	FAIR POINT COMMUNICATIONS, INC.	PHONE-FIRE	28.58
10047224	06/11/2013	Printed		9473	TODD J. FARRELL	TREE PLANTING-INS CLAIM TREE	500.00
10047225	06/11/2013	Printed		1935	FERGUSON WATERWORKS #590	SUPPLIES-WATER/STREET	500.08
10047226	06/11/2013	Printed		0751	FISHER AUTO PARTS	BATTERY CHARGERS-STREET	65.98
10047227	06/11/2013	Printed		0836	FLAG SHOP OF VT	US STICK FLAGS-FIRE	208.10
10047228	06/11/2013	Printed		10182	FRONT PORCH FORUM	FPF CUSTOM ACCESS-FY 14	1,200.00
10047229	06/11/2013	Printed		10226	G & K SERVICES	SHOP TOWELS-STREET	59.80
10047230	06/11/2013	Printed		9726	GOT THAT RENTAL SALES, INC	WEED WHACKER PARTS-STREET	16.12
10047231	06/11/2013	Printed		09502	GRAYBAR COMPANY INC.	RR AVE LIGHTS-STREET	38.52
10047233	06/11/2013	Printed		0965	GREEN MOUNTAIN POWER CORP.	ELECTRICITY - VARIOUS	15,914.07
10047234	06/11/2013	Printed		1036	F.E. HART FENCE CO., INC.	MAIN ST BIKE PATH FENCE-CAP R	8,213.00
10047235	06/11/2013	Printed		2041	S. D. IRELAND CONCRETE	CATCH BASIN-STREET	308.00
10047236	06/11/2013	Printed		9769	KEMIRA WATER SOLUTIONS	SODIUM ALUMINATE-WWTF	7,889.70
10047237	06/11/2013	Printed		1257	HOWARD KIMBALL	MILEAGE REIMBURSEMENT-WWTF	90.40
10047238	06/11/2013	Printed		9454	LENNY'S SHOE & APP	SAFETY BOOTS & UNIFRMS-WWTF/ST	763.00
10047239	06/11/2013	Printed		13631	LYNN PUBLICATIONS	ADS-EC DEV/ADMIN	386.13
10047240	06/11/2013	Printed		01581	BRIDGET MEYER	POTTING SOIL REIMB-EC DEV	211.79
10047241	06/11/2013	Printed		10330	PEOPLE'S UNITED BANK	DEFICIT LOAN PAYMENT-WWTF	53,259.03
10047242	06/11/2013	Printed		1174	PERMA-LINE CORP OF NEW ENGLAND	TRAFFIC SIGNS-STREET	112.35
10047243	06/11/2013	Printed		1789	PIKE INDUSTRIES, INC.	ASPHALT-WATER/STREET	703.68
10047244	06/11/2013	Printed		18298	POWERPLAN OIB	GAS CYLINDER KIT-STREET	395.85
10047245	06/11/2013	Printed		1843	PROFESSIONAL WRITING SVCS	MEETING MINUTES-ADMIN/PLAN	290.00
10047246	06/11/2013	Printed		10548	R. D. MUSSEN REV. TRUST	REFUND WTR/SWR OVRPAID	1,159.55
10047247	06/11/2013	Printed		2042	SCOTT'S LINE STRIPING, INC	PAVEMENT MARKING-STREET	6,222.51
10047248	06/11/2013	Printed		20732	THE SHERWIN-WILLIAMS CO.	PAINT-STREET	46.79
10047249	06/11/2013	Printed		21153	SOVERNET COMMUNICATIONS	PH/INTERNET-STREET	123.55
10047250	06/11/2013	Printed		2124	STAPLES ADVANTAGE	OFFICE SUPPLIES-WWTF	383.69
10047251	06/11/2013	Printed		9334	SUN RAY FIRE & SECURITY	FIRE ALARM TEST/INSPEC-LIBRARY	414.50
10047252	06/11/2013	Printed		2159	SURPASS CHEMICAL CO INC	SODIUM HYPOCHLORITE-WWTF	3,826.70
10047253	06/11/2013	Printed		2227	TI-SALES, INC.	HRDWR/SFTWRE MAINT-WTR/SANI	2,457.00
10047254	06/11/2013	Printed		2302	UPSTART	CIRC MATERIALS-LIB FRIENDS	172.97
10047255	06/11/2013	Printed		23415	VERIZON WIRELESS	CELL PHONES-VARIOUS	367.55
10047257	06/11/2013	Printed		2366	VERMONT GAS SYSTEMS, INC.	GAS HEAT-VARIOUS	1,691.98
10047258	06/11/2013	Printed		2343	VILLAGE COPY & PRINT	RPRINTING-ADMIN/PLN/EC DEV	679.00

Check Register Report

BL 6/11/13 10047203-10047262

Date: 06/07/2013

Time: 10:42 am

Page: 2

Village of Essex Junction

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
10047259	06/11/2013	Printed		2377	VLCT UNEMPLOYMENT INS. TRUST	INS PREM-ADMIN	1,466.00
10047260	06/11/2013	Printed		2385	VT LEAGUE OF CITIES AND TOWNS	FY 14 ASSOC.MEMBERSHIP-ADMIN	715.00
10047261	06/11/2013	Printed		2400	VT NATURAL RESOURCES COUNCIL	CIRCULATION MATERIALS-LIBRARY	25.00
10047262	06/11/2013	Printed		9856	SANDY WILLEY	LH/RR AVE FLOWERS-STREET	152.28
Total Checks: 55						Checks Total (excluding void checks):	131,318.27
Total Payments: 55						Bank Total (excluding void checks):	131,318.27
Total Payments: 55						Grand Total (excluding void checks):	131,318.27



MEMORANDUM

TO: Village Trustees.
FROM: Robin Pierce, Development Director *Rj*
THROUGH: Susan McNamara-Hill and Lauren Morrissette, Interim Co-Managers
DATE: June 6, 2013
SUBJECT: 2013 VTrans Bicycle and Pedestrian Program

VTrans has a 2013 grant program that gives funds for Scoping or Construction of Bicycle and Pedestrian facilities. To be eligible for funding a Scoping Study has to be completed in advance of application for construction funds. The 2013 program has a ten (10%) match requirement for municipalities.

It would be propitious for the Village to apply for a Scoping Study at this juncture for Main Street, this would give us the information we need to consider funding options to pedestrianize a short section of Main Street (if the Scoping Study feels it is appropriate) after the Connector Road is installed and operational.

Cost of the Scoping Study based on past experience could be estimated at around \$50,000. This would mean a Village match of \$5,000 if the application is successful.

Final and complete applications are due, postmarked or in-hand, by July 26, 2013.

Staff recommends that the Trustees approve applying for the Scoping Study funds and agree to the ten (10%) percent match requirement if the application is successful.

LEASE

LEASE made this _____ day of _____, 2013 by and between the VILLAGE OF ESSEX JUNCTION, (hereinafter referred to as "Lessor") and ESSEX CHIPS (Community Helping to Inspire People to Succeed), (hereinafter referred to as "Lessee").

WITNESSETH:

In consideration of the mutual covenants and agreements herein contained, Lessor does lease to Lessee the second floor of Lincoln Hall, Essex Junction, Vermont.

This lease is for the period of July 1, 2013 through June 30, 2014, unless sooner terminated as herein provided. It is understood that the Village of Essex Junction reserves the right to use the area above the Senior Center in Lincoln Hall for municipal government purposes. Such use shall not interfere with the Lessee's regularly scheduled use of the space.

Lessor and Lessee hereby agree to the following terms:

1. Lessee shall pay Lessor rent of \$1.00 per year, payable in advance to the Village Treasurer.
2. Lessor shall pay for the Lessee's water/sewer, heat and electric charges, and Lessee shall pay for all other utility costs incurred during the Lease term.
3. Lessee is permitted to connect to Cable TV provided they pay all associated costs.
4. Lessee shall be permitted to use Lessor's copier at \$.05 per copy.
5. Lessee shall keep the premises clean and in such repair as they are at the commencement of this Lease, reasonable use and wear excepted. Any damages caused by the lessee or guests shall be the responsibility of the lessee to fix in a timely manner.

Lessee may make non-structural changes to the demised premises without the prior written consent of the Lessor.

The Lessee has examined the premises, and acknowledges that they are, at the time of this Lease, in good order and repair and in a safe, clean and tenantable condition.

6. Lessee shall not sublet the premises nor assign this Lease, and occupancy shall be limited to the Lessee. Lessee shall be responsible for providing a key to the Lessor and allow access at all times. Lessee will provide a permission list for Lessor outlining individuals who can access keys. Lessor will not provide keys to any individuals not on the list without the express permission of the Executive Director or Village Manager.

7. The Lessee will not use nor allow the demised premises or any part thereof to be used for any unlawful purposes, nor in any noisy, boisterous, or other manner offensive to the other occupants in the building.
8. Lessee agrees to indemnify and hold harmless the Lessor from and against any loss, cost, damage and expense resulting from injury to any person or damage to or destruction of any property, caused by any act, omission or neglect of the Lessee, its agents, servants, employees or other persons in, upon or about the premises at the Lessee's invitation or consent. Lessee shall carry a minimum of \$1,000,000 general liability insurance to include property damage and name the Lessor as an additional insured. The Lessee shall provide the Lessor with a Certificate of Insurance within thirty (30) days of execution of this Lease.
9. Lessor makes no representations or warranties that the premises to be leased hereunder, and access thereto, are such that the Lessee may utilize the premises for its intended purposes and remain in compliance with state and federal prohibitions against discrimination against individuals with disabilities. Any architectural, structural, or other physical changes or accommodations, or auxiliary aids or services, necessary for compliance with such state and federal requirements shall be the responsibility of the Lessee. Lessee agrees to indemnify and hold harmless the Lessor from and against any claims, suits, damages, or loss of any kind, including costs of defense, resulting from or caused by Lessee's use of the leased premises in violation of such state and federal requirements.
10. The Lessor may, at its option, choose to terminate this Lease prior to its expiration by providing the Lessee with written notice at least sixty (60) days prior to the termination date specified in the notice.
11. The Lessee shall pay the Lessor any costs, including, if awarded by a court, reasonable attorney's fees, which the Lessor incurs in enforcing any provision of this Lease or in seeking eviction of the Lessee for violation of any provision of this Lease.
12. All notices required by this Lease shall be deemed given when delivered or mailed to:

Lessor: Village of Essex Junction
c/o Susan McNamara-Hill and Lauren Morrisseau,
Interim Co-Village Managers
2 Lincoln Street
Essex Junction, VT 05452

Lessee: Essex CHIPS
c/o Diana Ferguson, Executive Director
2 Lincoln Street
Essex Junction, VT 05452
13. Lessee shall be responsible for closing windows, turning off lights and locking doors after using the facility.
14. Fire Safety: No boxes or materials will be located within one foot of any radiators or block any entrances or exits. No electrical work shall be performed by anyone

other than a certified electrician.

- 15. Load Bearing Capacity: The second floor of Lincoln Hall has a maximum load limit of 50 lbs. per square foot.

Accessibility for Individuals with Disabilities: The Lessee, by executing this Agreement, acknowledges familiarity with requirements of the Americans with Disabilities Act, which prohibits discrimination against individuals with disabilities by excluding such individuals from participation in, or denying them the benefits of, the services, programs or activities available to non-handicapped individuals. The Lessee agrees that it will not discriminate against individuals with disabilities. The Lessee agrees to take such steps as are necessary to make available to qualified individuals with disabilities the Lessee's services, benefits, and programs. The Lessee also agrees to take readily achievable measures to remove barriers and to provide auxiliary aids and services as necessary to provide access to its programs, benefits and services to individuals with disabilities.

IN WITNESS WHEREOF, the parties hereunto set their hands the date above recited.

IN THE PRESENCE OF:

VILLAGE OF ESSEX JUNCTION

Lessor:

By: _____
Susan McNamara-Hill, Co-Village Manager

Lauren Morrissette, Co-Village Manager

**STATE OF VERMONT
COUNTY OF CHITTENDEN**

At Essex Junction, Vermont, this _____ day of _____, 2013, Susan McNamara-Hill and Lauren Morrissette, Interim Co-Village Managers of the Village of Essex Junction, personally appeared and acknowledged this instrument by them sealed and subscribed, to be their free act and deed, and the free act and deed of the Village of Essex Junction.

Before me, _____
Notary Public

IN PRESENCE OF:

ESSEX CHIPS

Lessee:

By: _____
Diana Ferguson, Executive Director

**STATE OF VERMONT
COUNTY OF CHITTENDEN**

At Essex Junction, Vermont, this _____ day of _____, 2013, Diana Ferguson of Essex CHIPS (Community Helping to Inspire People to Succeed) personally appeared and acknowledged this instrument by her sealed and subscribed, to be her free act and deed.

Before me, _____
Notary Public

LEASE

LEASE made this ____ day of _____ 2013 by and between the VILLAGE OF ESSEX JUNCTION, (hereinafter referred to as "Lessor") and the ESSEX JUNCTION SENIOR CENTER, (hereinafter referred to as "Lessee").

WITNESSETH:

In consideration of the mutual covenants and agreements herein contained, Lessor does lease to Lessee the area known as the Senior Center, Lincoln Hall, Essex Junction, Vermont.

This Lease is for the period of July 1, 2013 through June 30, 2014, unless sooner terminated as herein provided. It is understood that the Village of Essex Junction reserves the right to use the Senior Center for municipal government purposes. Such use shall not interfere with the Lessee's regularly scheduled use of the space.

Lessor and Lessee hereby agree to the following terms:

1. Lessee shall pay Lessor rent of \$1 per year, payable in advance to the Village Treasurer.
2. Lessor shall pay for the Lessee's water/sewer, heat and electric charges, telephone and trash removal.
3. Lessee is permitted to connect to cable TV provided they pay all associated costs.
4. Lessee shall keep the premises clean and in such repair as they are at the commencement of this Lease, reasonable use and wear excepted. Any damages caused by the lessee or guests shall be the responsibility of the lessee to fix in a timely manner.

Lessee may make non-structural changes to the demised premises without the prior written consent of the Lessor.

Lessee has examined the premises, and acknowledges that they are, at the time of this Lease, in good order and repair and in a safe, clean and tenantable condition.

5. Lessee shall not sublet the premises nor assign this Lease. Lessee shall be responsible for providing a key to the Lessor and allow access at all times. Lessor encourages expanded use of the space, including evenings, and to make it available for municipal use (Planning Commission, etc.) in accordance with the provisions established in the *Essex Junction Senior Center Policy Regarding Use After Hours* (Attachment A). Lessor will be available to provide assistance in managing the space, i.e., key pick up and drop off, checking the space after a public meeting to be sure everything is in order.

6. Lessee will not use nor allow the demised premises or any part thereof to be used for any unlawful purposes, nor in any noisy, boisterous, or other manner offensive to the other occupants in the building.
7. Lessee agrees to indemnify and hold harmless the Lessor from and against any loss, cost, damage and expense resulting from injury to any person or damage to or destruction of any property, caused by any act, omission or neglect of the Lessee, its agents, servants, employees or other persons in, upon or about the premises at the Lessee's invitation or consent. Lessee shall carry a minimum of \$1,000,000 general liability insurance to include property damage and name the Lessor as an additional insured. Lessee shall pay the entire cost of the premium and provide the Lessor with a Certificate of Insurance within thirty (30) days of execution of this Lease.
8. Lessor makes no representations or warranties that the premises to be leased hereunder, and access thereto, are such that the Lessee may utilize the premises for its intended purposes and remain in compliance with state and federal prohibitions against discrimination against individuals with disabilities. Any architectural, structural, or other physical changes or accommodations, or auxiliary aids or services, necessary for compliance with such state and federal requirements shall be the responsibility of the Lessee. Lessee agrees to indemnify and hold harmless the Lessor from and against any claims, suits, damages, or loss of any kind, including costs of defense, resulting from or caused by Lessee's use of the leased premises in violation of such state and federal requirements.
9. The Lessor or Lessee may, at its option, choose to terminate this Lease prior to its expiration by providing the other party with written notice at least sixty (60) days prior to the termination date specified therein.
10. The Lessee shall pay the Lessor any costs, including, if awarded by a court, reasonable attorney's fees, which the Lessor incurs in enforcing any provision of this Lease or in seeking eviction of the Lessee for violation of any provision of this Lease.
11. All notices required by this Lease shall be deemed given when delivered or mailed to:

Lessor: Village of Essex Junction
c/o Susan McNamara-Hill and Lauren Morriseau,
Interim Co-Village Managers
2 Lincoln Street
Essex Junction, VT 05452

Lessee: Essex Junction Senior Center
c/o Peggy Pearson, President
2 Lincoln Street
Essex Junction, VT 05452

12. Lessee shall be responsible for closing windows, turning off lights and locking doors after using the facility.
13. Fire Safety: No boxes or materials will be located within one foot of any radiators.

Accessibility for Individuals with Disabilities: The Lessee, by executing this Agreement, acknowledges familiarity with requirements of the Americans with Disabilities Act, which prohibits discrimination against individuals with disabilities by excluding such individuals from participation in, or denying them the benefits of, the services, programs or activities available to non-handicapped individuals. The Lessee agrees that it will not discriminate against individuals with disabilities. The Lessee agrees to take such steps as are necessary to make available to qualified individuals with disabilities the Lessee's services, benefits, and programs. The Lessee also agrees to take readily achievable measures to remove barriers and to provide auxiliary aids and services as necessary to provide access to its programs, benefits and services to individuals with disabilities.

IN WITNESS WHEREOF, the parties hereunto set their hands the date above recited.

IN THE PRESENCE OF:

VILLAGE OF ESSEX JUNCTION

Lessor:

By: _____
Susan McNamara-Hill, Co-Village Manager

Lauren Morrissette, Co-Village Manager

**STATE OF VERMONT
COUNTY OF CHITTENDEN**

At Essex Junction, Vermont, this _____ day of _____, 2013, Susan McNamara-Hill and Lauren Morrissette, Interim Co-Village Managers of the Village of Essex Junction, personally appeared and acknowledged this instrument by them sealed and subscribed, to be their free act and deed, and the free act and deed of the Village of Essex Junction.

Before me, _____
Notary Public

IN PRESENCE OF:

ESSEX JUNCTION SENIOR CENTER

Lessee:

By: _____
Peggy Pearson, President

**STATE OF VERMONT
COUNTY OF CHITTENDEN**

At _____ this _____ day of _____, 2013, Peggy Pearson of the Essex Junction Senior Center personally appeared and acknowledged this instrument by her sealed and subscribed, to be her free act and deed.

Before me, _____
Notary Public

2 Lincoln Street
Essex Junction, VT 05452-3154
www.essexjunction.org



P: 802-878-6944
F: 802-878-6946
E: admin@essexjunction.org

June 11, 2013

Dr. Michael R. Deweese, Superintendent
Chittenden Central Supervisory Union
51 Park Street
Essex Junction, VT 05452

Dear Mike:

On behalf of the Village of Essex Junction, we would like to thank you for 21 years of excellent service as Assistant Superintendent and Superintendent at CCSU.

In your 15 years as Superintendent, our community has benefited immensely from your strong commitment and exceptional leadership skills.

Thank you for giving so much of your time and expertise for the betterment of our community.

Sincerely,

ESSEX JUNCTION BOARD OF TRUSTEES

George A. Tyler, Village President

Daniel S. Kerin, Vice President

Andrew P. Brown, Trustee

Lori A. Houghton, Trustee

Elaine H. Sopchak, Trustee



MEMORANDUM

TO: Village Trustees *LM*
FROM : Lauren Morrissette, Finance Director and Susan McNamara-Hill, Clerk/Treasurer, Co-Acting Managers *SMH*
DATE : June 11, 2013
SUBJECT: Village Office Renovations Cost Clarification

As recommended by staff, the Trustees approved a motion to approve the selection of Stewart Construction for the Village Renovation project and authorize Village Staff to work with Stewart Construction to reduce the cost to \$45,986.

This motion was stated incorrectly. The total cost of the Village Office Renovation project will be \$51,336. This includes all elements of the proposed project including the carpeting and painting of the Finance Office which were bid as alternates. The funding of the project is proposed be as follows:

Reserved from FY12 General Fund	\$6,425
Capital Reserve Fund	<u>39,561</u>
Subtotal	\$45,986
From Lincoln Hall Operating Budget	<u>\$5,350</u>
Total Project Cost	\$51,336

Staff requests that the Trustees amend the motion awarding the Village Office Renovation project to Stewart Construction to read as follows:

Motion to approve the selection of Stewart Construction for the Village Office Renovation project in the amount of \$51,336, \$45,986 to be paid out of the Capital Reserve and General Fund designated amounts and \$5,350 to be paid out of the Lincoln Hall operating budget.



MEMORANDUM

TO: Essex Junction Trustees
FROM: James Jutras, Water Quality Superintendent
THROUGH: Lauren Morrisseau and Susan McNamara-Hill, Co-Acting Managers
DATE: January 22, 2013
SUBJECT: Trees For Streams Grant opportunity

A handwritten signature in blue ink, which appears to read "James Jutras", is written over the "FROM" line of the memorandum.

During the High School Pump Station construction, field conditions required us to move the pump station closer to Indian Brook, inside of a typical 25 foot stream buffer. When a buffer is encroached on, we would typically require mitigation to preserve the stream bank from erosion.

We were recently approached by the Winooski Natural Resource Conservation District (WNRCD) to participate in the "Trees for Streams" grant program they are applying under. As part of the Phase 2 stormwater permit, we are required to look at stream bank stabilization and stream corridor enhancements. This grant opportunity would allow us to address both the stream bank stabilization and enhancement provisions of our permit AND to mitigate the encroachment at the High School Pump Station. The grant requires a match of up to \$2,000 cash depending on the amount of materials purchased.

The terms of the grant are being solicited from WNRCD. They will do most of the work. Our involvement will be some coordination and the financial match to be used directly for materials. Funds will be provided by the High School Pump Station construction budget and will be used to offset the encroachment. Other like-kind match would involve some staff coordination with the school, Center for Technology and others for volunteers to help with the project. Volunteers will be used to offset cash match funds wherever possible. I would be happy to present the final grant terms and conditions for further consideration if the Trustees would like. The planned buffer enhancement project could involve several properties including the Essex Educational Center. Recent discussion with Bruce Murdough, Director of Property Services, confirmed the Education Center supports of widening the stream buffer along their property.

Staff recommends that the Trustees approve up to \$2,000 in matching funds for us to maximize the opportunity of this grant with funds to come out of the High School Pump Station construction project.

Thank you for your consideration.