



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, MARCH 11, 2014 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** [6:35 PM]
 - a. Comments from Public on Items Not on Agenda
4. **OLD BUSINESS** [6:35 PM]
 - a. Discuss renewal of Vermont Neighborhood Designation for Village Haven
5. **NEW BUSINESS** [6:50 PM]
 - a. Approve recommendations from Joint Stormwater Committee
 - b. Annual Meeting Preparation
6. **VILLAGE MANAGER'S REPORT** [7:15 PM]
 - Trustees meeting schedule
7. **TRUSTEES' COMMENTS & CONCERNS/READING FILE** [7:20 PM]
 - a. Board Member Comments
 - b. Minutes from other boards/committees:
 1. Tree Advisory Committee 2/18/14
 2. Planning Commission 2/20/14
 3. Block Party Committee 2/24/14
 - c. Subgrant application to VT Department of Public Safety
 - d. Letter to Resident about Violation of Ordinance
8. **CONSENT AGENDA** [7:25 PM]
 - a. Approve Minutes of Previous Meetings 2/25/14 & 3/4/14
 - b. Approve Warrants including check #10048866 through #10048917 totaling \$235,870.82.
9. **ADJOURN** [7:30 PM]

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



MEMORANDUM

TO: Village Trustees and Pat Scheidel, Village Manager
FROM: Robin Pierce, Community Development Director *R.P.*
DATE: March 11, 2014
SUBJECT: Vermont Neighborhood and Neighborhood Designation

Issue

This issue is that the designation of Vermont Neighborhood for Village Haven is up for renewal. Village Haven is on Roscoe Court.

Discussion

Is there a benefit that would accrue to the Village by renewing the Vermont Neighborhood designation for Village Haven? Is there a negative scenario if we don't renew? Would the Village be better served by applying under the new guidelines for a Neighborhood Designation for another location in the Village?

Cost

Whether the Village reapplies to renew the Village Haven designation or applies for a Neighborhood Designation for a new location the cost is fixed; Staff time.

Recommendation

It is recommended that the Trustees authorize Staff to concentrate on a new Neighborhood Designation in the Village Center, and work with Village Haven property owners and the State as part of the decision not to renew the Vermont Neighborhood designation for Village Haven.

make it more sustainable and accountable while balancing equity, quality and local control.” Also, a legislative study committee has recommended that the legislature revisit the law exempting many non-profit entities from having to pay municipal property taxes.

VLCT expects to be an active participant in the discussions and deliberations concerning the property tax and local decision making. Watch for much more on this important topic in the weeks to come. For more information on the Education Fund and its financing, visit www.leg.state.vt.us/jfo/education/EF%20Outlook%20FY2015.pdf.

Contact Steve Jeffrey at 1-800-649-7915 or sjeffrey@vlct.org

Water Quality

Last January, in response to the passage in 2012 of Act 138, a comprehensive law addressing water related issues, the Department of Environmental Conservation (DEC) provided the legislature with its Act 138 report. The report addressed how to remediate and improve the water quality of the state’s surface waters; how to fund that remediation, including whether or not to establish a statewide stormwater management utility; and where among point or non-point source discharges to focus the state’s attention. The department presented a number of remediation options but, in the year since, has not identified a preferred revenue mechanism. By the end of the 2013 legislative session, despite the introduction of 22 bills related to water quality, the General Assembly did not pass any legislation addressing the cleanup of Lake Champlain. Information about the Lake Champlain TMDL is at www.watershedmanagement.vt.gov/erp/champlain/.

According to Agency of Natural Resources (ANR) staff when they wrote the Act 138 report, cleaning up phosphorus in the Lake Champlain Basin to comply with the Total Maximum Daily Load (TMDL¹) could cost between \$400 and \$800 million. Lake Champlain is one of three major water bodies in Vermont for which TMDLs are required by the U.S. Environmental Protection Agency (EPA). (The others are Lake Memphramagog and the Connecticut River, which drains from Vermont and New Hampshire through Connecticut and Massachusetts to Long Island Sound, where nitrogen is the major issue.) EPA must approve whatever plan Vermont develops to clean up Lake Champlain. The EPA has been working with ANR to develop a new TMDL and will acknowledge and give credit for all measures it approves that are undertaken to implement the TMDL goal. Vermont’s draft plan, which will be the TMDL for the lake, needs to include and credit every program that affects the lake, including any lakeshore zoning or development setbacks, and municipal efforts to implement the new planning goal of encouraging flood resilient communities.

Instead of passing a bill last spring, the House Fish, Wildlife and Water Resources Committee and the Senate Natural Resources and Energy Committee called on DEC to (1) continue working toward adoption of a new Lake Champlain TMDL with EPA; (2) staff the Lakeshore Protection Commission that travelled the state last summer; and (3) refine recommendations for implementing water quality remediation programs. Much of that work has already been completed. DEC has been taking its draft plan for a new TMDL, titled “Proposal for a Clean Lake Champlain,” to hearings around the state since December 2nd. Not waiting to hear the feedback to the report received from these hearings, the House Fish, Wildlife and Water Resources Committee met on November 4 to discuss a draft of a bill that would change the way municipalities discharge statutory responsibilities. The Agency of Agriculture, Food and Markets worked on a number of the bill’s agricultural provisions for water protection and clean-up that would affect farmers. This is a bill to watch very closely. As drafted in November, it would:

- address the contributions of agriculture to non-point sources of phosphorus laden runoff to the lakes by certifying small farms and conducting inspections at least once in five years and requiring annual

training of farmers (medium and large farms are already regulated);

- require exclusion of livestock from waters of the state;
- allow for manure spreading between December 15 and April 1 in certain circumstances;
- prohibit the application of pesticides within 50 feet of any surface water, culvert, or at the base of any signage post or in any roadside ditches;
- prohibit all extraction of gravel from watercourses except to protect dams, highways, and bridges;
- direct the Secretary of ANR to create and make available a model stormwater bylaw or ordinance;
- require stormwater permits for development of impervious surfaces greater than one half acre (current law says one acre) by January 1, 2015;
- establish a Water Resources Preservation Program to provide technical support and grants or loans to projects that improve water quality, address past or prospective flood damage to river corridors and infrastructure; and
- provide education, and implement TMDL plans through best management practices.

According to the bill, all of this would be funded with a "Water Resources Preservation Fee" imposed on every parcel of land in Vermont. The fee would be assessed in proportion to the property's area of impervious surface, except that a default fee of up to \$50 could be assessed against each residential property. Fees could be reduced if stormwater best management practices were implemented on a parcel or for a farm if it is subject to a federal Natural Resources Conservation Service (NRCS) conservation plan. The secretary of ANR would have authority to exempt properties from the fee although the bill does not provide criteria for making such a decision.

The bill proposes to mandate that municipalities bill and collect the fee and remit it to the state treasurer, minus 0.225 of one percent of total fees collected for the city's or town's trouble. A municipality could retain 0.450 percent of the fee if it was a member of a stormwater utility² or had zoning bylaws or an ordinance that were equivalent to a utility or system. Proceeds from the Water Resources Preservation Fee would be set aside in a Water Resource Preservation Fund along with the proceeds of excise taxes to be imposed on "flushable products" and bottled water. Grants and loans would be awarded to watersheds in proportion to the amount of fees collected from each watershed for projects such as remediating significant contributors to water quality problems, addressing riparian conditions that pose increased risk of flooding, and contributing sediment to waters of the state.

In addition, the bill would require certification in erosion control expertise of "shoreland contractors" who would be on site supervising any project that disturbs more than 500 square feet of soil or vegetation in a shoreland area.

Towns would be mandated to adopt Agency of Transportation (VTTrans) road and bridge standards, themselves not without controversy due to the significant costs imposed on municipalities and the questionable effectiveness of some required practices in reducing stormwater flow. Failure to adopt and adhere to the standards would constitute a civil violation with a \$5,000 per day penalty up to a total of \$25,000. Towns not adopting the standards would forfeit five percent of their state highway aid allocation, with those funds being re-allocated to the towns that *did* adopt the standards.

Not all of these provisions are in the DEC's Proposal for a Clean Lake Champlain, which admittedly is a document directed at complying with EPA requirements for reducing phosphorus contributions from all sources to Lake Champlain. It would not, for instance, require compliance with the road and bridge standards or sanction those municipalities that do not meet the standards. On the other hand, the proposal would require towns to obtain from DEC permits for all 11,000 miles of municipal roads through a general permit (with reporting requirements as currently written) and get permits for any



stormwater runoff from developed land. All non-Municipal Separate Storm Sewer Systems (MS4³) municipalities would also be required to develop a Green Stormwater Infrastructure program that encourages use of available tools, such as the VLCT model stormwater ordinance.

Lakeshore regulation was a subject of much debate last session. H.526, the lakeshore zoning bill, ground to a halt in the Senate Natural Resources and Energy Committee in the last days of the 2013 session, though it awaits possible action during 2014. A legislative Lakeshore Protection Commission toured the state last summer to explain to attendees about lakeshore protection strategies and the stress that Vermont lakes experience because there is no state law addressing lakeshores. The commission received at least 320 comments and issued a draft report in November that declined to speculate about how the Senate Natural Resources and Energy Committee might address the issue. On January 8, the commission will convene a public hearing in the State House (Room 11 at 6:00 p.m.). The commission's draft report, along with the comments it received are posted at <https://leg2.vermont.gov/sites/legislature/LSP/default.aspx>.

Another bill, H. 401, which *did* pass last year, added a fourteenth goal to the Title 24 Chapter 117 planning statutes, "to encourage flood resilient communities" and requiring a flood resiliency element in all municipal and regional plans. Both H.526 – when it eventually passes – and H.401 would, over time, reduce flows of sediment and phosphorus into the lake because land adjacent to rivers, streams and lakes would be managed to reduce the likelihood of those discharges.

Section 4 of VLCT's 2014 Municipal Policy reflects our concern with water quality issues:

- 4.05 A. The state should provide financial and technical support to municipalities in order to implement the Clean Water Act through locally appropriate watershed plans and stormwater management provisions that promote the health of the economy and the environment.
- 4.05 F. Success in restoring and improving clean water for future generations depends on controlling non-point sources; avoiding water quality degradation; and continuing to provide wastewater treatment in a cost effective manner. The enforcement and implementation of the TMDL for phosphorus in Lake Champlain should ensure that all public dollars are spent to improve the water quality of the lake in the most effective and efficient manner, recognizing that expensive improvements to wastewater treatment processes for phosphorus treatment often make minimal impact on the water quality of the lake.

Clearly 2014 will be yet another session full of water issues – pollution, protection, property rights, entitlements, management, allocation of responsibility between town and state, and of course money. *Lots* of money.

Contact Karen Horn at 1-800-649-7915 or khorn@vlct.org.

Footnotes

1. A regulatory term in the U.S. Clean Water Act that describes a value of the maximum amount of a pollutant that a body of water can receive while still meeting water quality standards.
2. A geographic area within which stormwater management rules are established and fees are paid to implement, operate and maintain stormwater infrastructure.
3. MS4 communities (12 municipalities plus the University of Vermont and VTrans) are subject to a permit from DEC regulating stormwater discharges and requiring flow restoration plans to implement stormwater TMDLs in their jurisdictions.

Transportation Issues

More than 80 percent of all roadway mileage in Vermont is town highways. Vermont cities and towns are responsible for 11,944 of the 14,147 total highway miles in the state. (The State of Vermont maintains the



MEMORANDUM

TO: Essex Junction Trustees and Pat Scheidel, Village Manager
FROM: James Jutras, Water Quality Superintendent
cc: Lauren Morrisseau and Susan McNamara-Hill, Co-Managers
DATE: March 6, 2014

SUBJECT: Development of Expired Stormwater Permit Ordinance for the Village and the Town

Issue: A Municipal Separate Storm Sewer (MS4) Phase 2 General Permit (3-9014) was issued to the Village of Essex Junction in 2013. This permit requires the Village to improve the water quality of its stormwater impaired watersheds (Indian and Sunderland Brooks) which we share with the Town of Essex. As a result, the two communities formed the Joint Stormwater Committee (JSWC) to coordinate efforts needed to meet permit requirements. This MS4 permit requires expired stormwater permits be primarily handled at the local level. This has led the JSWC to propose and draft an Expired Stormwater Permit Ordinance (attached) that would be adopted by both communities to comply with permit requirements. There has been legal review by the Town Attorney with future review and comment by the Village attorney.

The issue for consideration is whether the Village Trustees will approve the recommendations from the JSWC to address these permit requirements through the future adoption of an Expired Permit Stormwater Ordinance or via amendments to the Land Development Code (LDC).

Discussion: The JSWC was formed to address the expired stormwater permit requirement and other community stormwater matters. As stated in the MS4 General Permit (3-9014) a municipality designated as a small MS4 that discharges to a stormwater impaired stream must prepare Flow Restoration Plans (FRP) to meet the stormwater Total Maximum Daily Load (TMDL) and Water Quality Standards for those streams. As part of the FRP process municipalities must, by April 1, 2014, submit to the Secretary of ANR plans for addressing expired stormwater permits discharging to their MS4. Prioritization of flow remediation, implementation funding as well as many other logistical items are still under development for future Trustee and Selectboard consideration.

The MS4 permit specifically states that we must develop recommendations relative to municipal partial/full/no acceptance of responsibility for expired permits within these impaired waterways. The municipality may either take over the expired permit by incorporating it into their MS4 General Permit OR request the Secretary to exercise Residual Designation Authority (RDA) for those expired permits. The RDA forces compliance in that the ANR takes the lead on corrective action. Through this process, it does not necessarily excuse the municipality from some degree of participation in the remediation process. We are considering all options that we can think of to make the process fair and equitable to the situations presented. It should also be noted that the broad discussion involves the fact that many expired permits have already been incorporated into municipal infrastructure. Also under discussion

are mechanisms to insure future compliance through infrastructure maintenance and planned improvements, possibly on a fee basis, to some permittees

After several meetings the JSWC agreed that the issue is very complex. The consensus was that we develop an Expired Permit Ordinance as the best recommendation to reach compliance with this MS4 permit requirement. The current DRAFT ordinance outlines four permit situations:

Type 1: Stormwater system that consists of infrastructure entirely on public land (road right of way, municipal property, municipal stormwater easement), owned by the municipality including residential subdivision or groups of houses with no private stormwater infrastructure connected into stormwater systems on public lands (excluding building under drains)

Type 2: Stormwater system that consists of infrastructure that is entirely contained on private property and dischargers directly or indirectly to a recognized body of water and which is not directly connected by piping to a public (Type 1) or combined public/private (Type 3)

Type 3: Stormwater system that consists of a shared infrastructure covered under both valid and/or expired stormwater permits that combine stormwater flow from both public and private stormwater infrastructure before discharging directly or indirectly into a body of water

Type 4: Any other type of stormwater system not covered under Types 1 through 3.

Depending on what "Type" category the expired permit falls into, there are various conditions, agreements, fees that must be met between the permit holder and the municipality to ensure the permit is no longer treated as expired. These agreements, conditions, fee etc. are explained in detail in the ordinance.

Village Trustee and Town Selectboard concurrence with the recommendation suggested by staff in this memorandum allows for changes to the draft Expired Stormwater Permit Ordinance by the Village and Town Attorneys, The Joint Stormwater Committee and both boards prior to any warning for adoption. We are only asking for conceptual concurrence at this time. The Town Selectboard has already supported this conceptual ordinance proposal.

Costs: Consideration for Cost related to implementing the Expired Stormwater Permit Ordinance has been worked into the existing Town Capitol budgets within the past couple years. In addition some funds have been sequestered in grants to implement the development of Flow Restoration Plan and other related permit compliance. Most of the costs would be by the Town with some undefined Village participation.

Recommendation: It is recommended that the Village Trustees conceptually approve the approach outlined in the draft Expired Stormwater Permit Ordinance titled "**Policy and Procedures for Establishment and Transfer of Responsibility for State of Vermont issued Department of Environmental Conservation Authorization to Discharge Permits Under General Permit 3-9010 to the Municipal NPDES MS4 General Permit 3-9014.**" In addition, the Village Trustees approves sending the letter to the State regarding municipal compliance with Section IV.C.1.e).(3) of the NPDES MS4 General Permit 3-9014 pertaining to "...a plan for addressing expired state stormwater permits discharging to the permittee's MS4 system."

Additions in Red are the result of a meeting with the Vermont Agency of Natural Resources on 12 February 2014.

Revise Section 10.20.090 to delete reference to Riparian Buffer Zones (Reserved for Future) and rename: Policy and Procedures for Transfer of Responsibility for State of Vermont issued Department of Environmental Conservation Authorization to Discharge Permits under General Permit 3-9010.

10.20 090 Policy and Procedures for Establishment and Transfer of Responsibility for State of Vermont issued Department of Environmental Conservation Authorization to Discharge Permits Under General Permit 3-9010 to the Municipal NPDES MS4 General Permit 3-9014.

A. The Vermont Agency of Environmental Conservation issues Authorization to Discharge Permits under General Permit 3-9010 for area or site specific stormwater discharges to applicants, including municipalities, private sector parties and shared stormwater systems involving both private sector and public sector components.

B. Valid (current) 3-9010 permits have been issued by the Agency of Environmental Conservation for projects in the non-impaired waterways within the municipality. The municipality has either accepted full responsibility for the permits or shared responsibility based upon percentage of impervious areas contributed by the public sector component of the stormwater system versus the impervious area contributed by the private sector contributing stormwater system permittee.

C. At the time of adoption of this Ordinance, valid stormwater discharge permits have not been issued to existing expired stormwater permit holders in the impaired waterways, due to the inability to legally authorize, under State law, renewal of the previously issued authorization-to-discharge stormwater permits.

10.20.091 General Approach and Purpose of the Stormwater Ordinance Amendment

A. The purpose of this Stormwater Ordinance Amendment is to develop consistent policy and procedures for determination of 3-9010 stormwater permit responsibility for both valid and expired stormwater permits and to further define the procedures and policy requirements for transfer of expired and future new permit responsibility by the appropriate parties.

B. Municipal (MS4) responsibility for ownership, repairs and maintenance of stormwater infrastructure extends only to public infrastructure and proportional shared responsibility on shared stormwater systems and is separate and distinct from permit responsibility. The municipality may accept permit responsibility if it is in the best interests of the municipality, providing the non-public contributing stormwater permittee legally accepts responsibility for the operation, maintenance, repair, replacement and upgrade of the non-public infrastructure, unless it is determined to be in the best interests of the municipality to accept some or all of this responsibility.

C. Current responsibilities for previously issued and expired State stormwater permits in the impaired watersheds in the MS4 area vary widely. In some cases, there is a well-defined chain of responsibility from the “owner” of the original permit to the current permit holder. In other cases, the chain of “ownership” is either poorly defined or non-existent. Some expired (permit) discharges are defined in the original permit as directly to a stream or waterbody; in others, it is defined as being directed to or connected into a shared (i.e., public and non-public component) stormwater system.

10.20.092 NPDES Phase 2 MS4 Requirement for expired authorization to discharge permits

A. The Vermont Agency of Natural Resources (VANR) Authorization to Discharge Permit Number 7025-9014 issued to the municipality under NPDES MS4 General Permit 3-9014 requires that the municipality, as the MS4 permittee, submit to the Secretary of the Agency of Environmental Conservation a plan for addressing expired State stormwater permits discharging to the MS4 permittee’s system before April 1, 2014

B. A compliance date of October 2015 is set within the State permit requirement for verification of the condition of all stormwater infrastructure identified in and approved under each, original expired permit.

C. On expired permits within the impaired waterways or with regard to discharges that have no permits in the impaired waterways, it is the intent of the VANR to either have these permits ultimately come under the umbrella of the community MS4 Permit or issue Residual Designation Authority permits by VANR directly to each permittee not covered under the MS4 umbrella permit.

10.20.093 Types of Stormwater Systems in the municipality as relates to Authorization to Discharge Permits

A. Due to the complexity and variety of existing permit “ownership” and types of permits, the municipality has established a methodology for permit responsibility that encompasses all valid and all expired, impaired permits into one of the following four types:

1. Type 1 Stormwater System:

a. A Type 1 stormwater system consists of a system of stormwater infrastructure that is entirely on public land (road right of way, municipal property or on municipal stormwater easements), owned by the municipality and includes residential subdivisions or groups of houses with no private stormwater infrastructure such as private catch basins or private stormwater pipelines connected into stormwater systems on public lands (excluding building underdrains).

b. Examples of this type of stormwater system include:

1) Public buildings such as municipal offices, Police stations, Fire Stations, municipal highway garage complexes, schools or other

educational facilities with no onsite stormwater infrastructure (other than underdrains connected into the public stormwater system) which do not discharge directly into a stream, and similar facilities.

2) Residential subdivisions in the Town of Essex outside the Village of Essex Junction such as but not limited to Shillingford Crossing (Expired permit # 2-0633), Woodlands I (Valid Permit 3575-9010 S/N 001 discharging to Alder Brook and expired permit 1-0667 S/N 002, discharging to Indian Brook), Woodlands II (Valid Permit 3577-9010 S/N 001 discharging to Alder Brook and Expired Permit 1-1186 S/N 002 discharging to Indian Brook), residential housing units on Kimberly Drive (Expired Permit 1-0250), a portion of Pinewood Development (under Valid Permits 3578-9010), Heritage Phase II (under Valid Permit #3581-9010), Old Stage Village (under Valid Permit #3579-9010), Rivers Bend (under Valid Permit 3580-9010), Pinewood Section G (under Valid Permit 3201-9010), Saybrook (under Valid Permit 3267-9010), Autumn Knoll (under Valid Permit 4367-9010), the Town Swimming Pool complex off Sand Hill Road (under Valid Permit 3996-9010).

3) Type 1 stormwater systems do not include any residential subdivision or housing group covered under an existing, expired permit that has private stormwater infrastructure such as catch basins and pipelines (excluding underdrains) connected into a public stormwater system.

2. Type 2 Stormwater System

a. A Type 2 stormwater system consists of a system of stormwater infrastructure that is entirely contained on private property and discharges directly or indirectly to a stream or other recognized water body and which stormwater system is not directly connected by piping to a public (Type 1) or combined public/private (Type 3) stormwater infrastructure system.

b). Examples of this type of stormwater system include:

1) Private residential, commercial or industrial systems that retain all design stormwater flows onsite and have valid or expired permits for such discharge and private residential, commercial or industrial systems that discharge some or all of their stormwater flows to a stream or other recognized water body.

2) Stormwater systems in the Town of Essex outside the Village of Essex Junction such as but not limited to The Essex (Inn) (Expired Permit 2-0631 – discharge to a swale), VT Systems Inc. (Expired permit 1-1463- discharge to groundwater), #7 Ewing Place (Expired Permit # 1-0965 –

discharge to Sunderland Brook), #3 Ewing Place (Expired Permit #1-0518 – discharge to Sunderland Brook), #26 Susie Wilson Road (Ewing Expired permit # 1-0619 and 2-0634 –discharge to Sunderland Brook), Church of Latter Day Saints (Expired permit #1-1319 – discharge to Indian Brook), Why Not LLC (Lang Farm Golf Course Expired Permit # 1-1371 – discharge to Indian Brook).

3. Type 3 Stormwater System

a. A Type 3 stormwater system consists of a shared system of stormwater infrastructure covered under both valid and/or expired stormwater permits that combines stormwater flow from both public and private stormwater infrastructure before discharging stormwater directly or indirectly into a stream, swale or other method of water conveyance to waters of the State.

b. Examples of this type of stormwater system include:

1) Private stormwater infrastructure systems that discharge directly to a public stormwater catch basin or pipeline; public stormwater systems that discharge to private stormwater systems; public and private stormwater systems that discharge to a common stormwater pond or open swale on public or private property or to an outfall pipe leading to a stream, swale or other conveyance to a recognized water body; other systems that combine stormwater flow from both public and private infrastructure; prior valid stormwater permits wherein joint 9010 permit coverage involving both public and private components are under one issued permit with responsibility defined in the permit between public and private contributors to a stormwater system.

2) Combined public-private systems in the Town of Essex outside the Village of Essex Junction such as but not limited to Meadows Edge (Valid permit 3324-9010 consisting of the Town, Steeplebush East and Steeplebush West), Forestdale (Valid Permit 3574-9010, consisting of the Town, The Pointe at Forestdale and Saxon Hollow Condominiums); Perkins Bend (under Valid Permit 3081-9010, consisting of the Town and Perkins Bend Association); The Commons at Essex Way (Expired permit #1-1381); Homestead Design (Expired permit #1-1307); The Outlets and Hannaford (Expired permit # 1-0775 and 2-0613), Mainstay Suites (Handy Expired permit # 1-1469), the Market Place (Expired permit # 1-0552), Yankee Enterprises, Oil #1 LLC, Bradley, Oil Annex, Patco Properties LLC (all under Expired permit #1-0896), Ewing (Expired permits # 1-0761 and 1-0694).

3. Type 4 Stormwater System

- a. Any other type of stormwater system not covered under Types 1 through 3.
- b. Unique stormwater systems with valid or expired 3- 9010 stormwater permits not included in Types 1 through 3 have not yet been identified. This category is reserved for such systems.
- c. Stormwater systems involving both municipal and VTRANS infrastructure.

B. Within the impaired waterways and prior to adoption of this Ordinance Amendment, the Town of Essex outside the Village of Essex Junction has accepted no full or shared permit responsibility for 3-9010 Authorization to Discharge permits within the impaired watersheds.

10.20.094 Methodology for Establishment of 3-9010 Permit Responsibility for Each Type of Stormwater System

A. Type 1 Stormwater Systems

- 1. The municipality accepts responsibility for all valid 3-9010 Type 1 Stormwater system permits in the non-impaired waterways, all expired Type 1 Stormwater System Permits in the impaired waterways, and all future Type 1 Stormwater System permits. **The intent of the municipality is to have these permits consolidated under the municipal NPDES MS4 General Permit 3-9014.**
- 2. The municipality accepts responsibility for operation, maintenance, repair, replacement and upgrade of all public stormwater infrastructure included in Type 1 stormwater systems, with the exception of private underdrain systems serving individual lots or buildings from the building to the point of connection to the public stormwater system. Such underdrains remain the responsibility of the property owner.
- 3. Acceptance of **stormwater** permit responsibility by the municipality does not relieve individual property owners or housing associations from compliance with other elements of the municipal stormwater ordinance or State environmental regulations under such items identified but not limited to illicit discharges, offsite discharge of sediment, site erosion, fertilizer application with respect to phosphorous and overall compliance with best stormwater management practices as defined in adopted regulations or ordinances.

B. Type 2 Stormwater Systems

- 1. The municipality will not accept responsibility for operation, maintenance, repair, replacement and upgrade to meet an approved Flow Restoration Plan (FRP) of non-public infrastructure identified in a valid or expired stormwater

permit or non-public infrastructure added subsequent to the original version of the valid or expired permit, unless it is determined by the governing body of the municipality to be in the best interests of the municipality to accept some or all of this responsibility.

2. The municipality may accept **MS4** permit responsibility for the valid or expired Type 2 stormwater system permit if requested by the current permittee and provided the following conditions are satisfied prior to acceptance of the shared permit responsibility:

a. A written and binding legal agreement is signed between the municipality and the private stormwater system owner(s) or any successors under the original valid or expired permit which acknowledges the conditions of Type 2 permit acceptance.

b. The agreement outlined in 10.20.094 B, 2, a must be signed prior to 1 January 2015 **for expired permits or current dischargers in the impaired waterways without any permits**, or the municipality will request that the State use their Residual Designation Authority (RDA) to require permit compliance by the holder of the expired Type 2 stormwater permit.

c. **All applicable permit fees, including initial fees and all future renewals, if any such fees are required**, shall be paid by the owner or any successive owners of the Type 2 stormwater system.

d. The Type 2 stormwater system owner shall hire a professional engineer, acceptable to the municipality, to inspect and certify that the Type 2 system, including but not limited to catch basins, storm pipes, and treatment facilities, is in compliance with the physical condition of the infrastructure as contained in the expired permit. The certification shall occur prior to August 1, 2015. Alternatively, the current holder of the expired private stormwater permit may request that the municipality perform the necessary inspections. This inspection and certification shall be conducted at no cost to the holder of the Type 2 stormwater permit **if an agreement (as outlined in 10.20.094 B 2) is signed between the parties**. Future inspections that occur after the initial certification inspection of Type 2 stormwater systems **with an agreement in place shall** be conducted by the municipality at no charge to the private system owner.

e. The current holder of a valid or expired Type 2 stormwater system permit shall correct any deficiencies noted as a result of the engineer's inspection at their own expense prior to the August 1, 2015 date for system certification.

f. The current holder of the valid or expired Type 2 stormwater system permit or their successor shall be responsible for permanent maintenance repair, replacement and upgrade if necessary of all elements covered under the Type 2 stormwater system permit. The municipality will conduct annual system compliance inspections, to verify the condition and maintenance of the Type 2 stormwater system and report findings to the State and the responsibility party identified under the Type 2 stormwater system permit.

g. The current holder of the valid or expired Type 2 stormwater system permit shall sweep all paved private roadways or parking lots at least twice per year and clean all private catch basins whenever the depth of deposited material exceeds 50% of the depth of the catch basin sump or enter into an agreement with the municipality to perform the services for a fee.

h. In the event that the required actions under f and g are not performed by the current holder of the Type 2 stormwater system permit, a fine may be issued and the municipality has the right to take the necessary actions to insure that the maintenance is performed and costs for the maintenance are paid for by the current holder of the Type 2 stormwater system permit. If not reimbursed for these costs, they shall become a municipal lien on the property.

i. The future cost of required stormwater system upgrades to the Type 2 stormwater system to meet an approved municipally adopted and State approved Flow Restoration Plan shall be borne by the current holder of the valid or expired Type 2 stormwater system permit, unless it is determined to be in the best interests of the municipality to participate in some or all of the system upgrade project or project costs.

3. Any prior written agreements entered into by the Town of Essex and holders of expired stormwater system permits shall remain in full force with respect to cost sharing and operation, maintenance, repair and replacement of existing stormwater infrastructure.

a. Permit responsibilities and upgrades to meet the FRP are separate elements of stormwater responsibility not defined in previous agreements and therefore this ordinance amendment is the controlling document relative to permitting.

b. In the event of any conflicts between executed pre-existing agreements and the ordinance, the pre-existing agreements shall control.

4. Acceptance of partial 3-9010 Permit responsibility by the municipality does not relieve other shared permit holders from compliance with other elements of the municipal stormwater ordinance or State environmental regulations under

such items identified but not limited to illicit discharges, offsite discharge of sediment, site erosion, fertilizer application with respect to phosphorous and overall compliance with best stormwater management practices as defined in adopted regulations or ordinances.

C. Type 3 Stormwater Systems

1. The municipality will not accept responsibility for operation, maintenance, repair, replacement and upgrade to meet an approved FRP of non-public infrastructure identified in a valid or expired stormwater permit or non-public infrastructure added subsequent to the original version of the valid or expired permit, unless it is determined by the governing body of the municipality to be in the best interests of the municipality to accept some or all of this responsibility.

2. The municipality will accept **MS4** permit responsibility on a proportional basis by relative impervious area contributed within the permit area for operation, maintenance, repair, replacement and upgrade of the shared system components for the valid or expired Type 3 stormwater system permit if requested by the current permittee and provided the following conditions are satisfied prior to acceptance of the permit responsibility:

a. A written and binding legal agreement is signed between the municipality and the current non-public holder of the Type 3 contributing stormwater system permit(s) or any successors under the valid original expired permit which acknowledges the conditions of **MS4** permit acceptance.

b. The agreement outlined in 10.20.094 C, 2, a must be signed prior to 1 January 2015, or the municipality will request that the State use their Residual Designation Authority (RDA) to require permit compliance by the non-public holder of an expired stormwater permit.

1) If the current non-municipal component of the expired Type 3 stormwater permit elects to not enter into a shared agreement with the municipality on **MS4** permit responsibility, it is the intent of the municipality to comply with the requirements pertaining to the municipal (publicly-owned) elements of the stormwater infrastructure.

2) Failure by the non-municipal component of the Type 3 stormwater system permit to enter into a shared agreement will result in the municipality requesting that the State use their RDA authority to obtain permit compliance on the non-public portion of the Type 3 stormwater system.

c. **All applicable permit fees, including initial fees and all future renewals, if such fees are required**, shall be shared between the municipality and the

non-public sector contributing permit holder(s) on the basis of relative impervious area, unless the governing body of the municipality determines that it is in the best interests of the municipality at some future date that such fees shall be paid either on a larger percentage than relative impervious area or in full by the municipality. **If the municipality accepts permit responsibility, then the intent is to consolidate the permit under the municipal NPDES MS4 General Permit 3-9014.**

d. The Type 3 non-public stormwater system owner shall hire a professional engineer, acceptable to the municipality, to inspect and certify that the non-public components of the Type 3 system, including but not limited to catch basins, storm pipes, and treatment facilities, are in compliance with the physical condition of the infrastructure as contained in the expired permit. The certification shall occur prior to August 1, 2015. Alternatively, the current holder of the expired non-public portion of the Type 3 stormwater permit may request that the municipality perform the necessary inspections. This inspection and certification shall be conducted at no cost to the non-public holder of the Type 3 stormwater permit **if an agreement (as outlined in 10.29.094 C 2 is signed between the parties.** Future inspections that occur after the initial certification inspection of Type 3 stormwater systems with shared permit responsibility shall be conducted by the municipality at no charge to the non-public system owner. The municipality shall inspect and certify to the State on the municipal (public) or shared infrastructure segments of the Type 3 stormwater system.

e. The current non-public holder of a valid or expired Type 3 stormwater system permit shall correct any deficiencies within the non-public portion of the shared Type 3 stormwater system, noted as a result of the engineer's inspection, at their own expense prior to the August 1, 2015 date for system certification.

f. The current holder of the non-public portion of a shared Type 3 stormwater system permit shall be responsible for permanent maintenance, repair and replacement if necessary of all elements of the non-public, contributing portion of the shared stormwater system. The municipality will conduct annual system compliance inspections, to verify the condition and maintenance of the non-public contributing stormwater system and report the results to the non-public **party to the signed agreement** for resolution. A timely response will be made to the municipality on all repairs or maintenance conducted by the non-public permit holder during the permit year. The municipality will be responsible for maintenance, repair and replacement if necessary of all elements of the public portion of the shared stormwater system. The municipality shall file all annual inspection compliance reports under the **MS4** permit to the State.

g. The valid or expired Type 3 non-public contributing stormwater system permit holder shall sweep all paved private roadways or parking lots at least twice per year and clean all private catch basins whenever the depth of deposited material exceeds 50% of the depth of the catch basin sump or enter into an agreement with the municipality to perform the services for a fee.

h. In the event that the required actions under f and g are not performed by the valid or expired Type 3 non-public contributing stormwater system permit holder, a fine may be issued and the municipality has the right to take the necessary actions to insure that the maintenance is performed and costs for the maintenance are paid for by the current holder of the valid or expired Type 3 non-public contributing stormwater system permit. If not reimbursed for these costs, they shall become a municipal lien on the property.

i. The future cost of required stormwater system upgrades to the valid or expired Type 3 contributing stormwater system to meet an approved municipally adopted and State approved Flow Restoration Plan shall be shared by all parties to the agreement on the basis of relative impervious area, unless it is determined to be in the best interests of the municipality to participate in some or all of the system upgrade project costs.

3. Any prior written agreements entered into by the Town of Essex and the valid or expired Type 3 contributing stormwater system permit holder shall remain in full force with respect to cost sharing and operation, maintenance, repair and replacement of existing stormwater infrastructure.

a. Permit responsibilities and upgrades to meet the FRP are separate elements of stormwater responsibility not defined in previous agreements and therefore this ordinance is the controlling document relative to these issues.

b. In the event of any conflicts between executed pre-existing agreements and the ordinance, the pre-existing agreements shall control.

4. Acceptance of MS4 Permit responsibility by the municipality does not relieve other shared permit holders from compliance with other elements of the municipal stormwater ordinance or State environmental regulations under such items identified but not limited to illicit discharges, offsite discharge of sediment, site erosion, fertilizer application with respect to phosphorous and overall compliance with best stormwater management practices as defined in adopted regulations or ordinances.

D. Type 4 Stormwater Systems

1. Other systems refer to those valid or expired stormwater permits that do not fall within the three defined and descriptive categories identified in the Ordinance.
2. These systems shall be managed on a case by case basis, using the general procedures and methods as applicable from the three defined categories.
3. Permits involving the municipality and VTRANS shall fall under this category. **VTRANS is a separate MS4 permittee. Under a future adopted Flow Restoration Plan for each impaired waterway, the municipality and VTRANS will negotiate an agreement on the level of shared responsibility and costs for meeting the TMDL requirement of each impaired waterway.**



2 Lincoln Street
Essex Junction, VT 05452-3154
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March xx, 2014

Ms. Christy Witters
Vermont DEC
Watershed Management Division
1 National Life Drive
Montpelier, VT 05620-3522

Dear Ms. Witters:

The NPDES General Permit 3-9014 issued to the Village of Essex Junction requires that the municipality ..."submit to the Secretary (of the Agency of Environmental Conservation) for approval a plan for addressing expired State stormwater permits discharging to the permittee's MS4 system."

The Village of Essex Junction is working cooperatively with the Town of Essex to develop, edit, provide public notice and proceed towards adopting an amendment to the Villages existing Stormwater Ordinance or Land Development Code, a section entitled: **Policy and Procedures for Transfer of Responsibility for State of Vermont Issued Department of Environmental Conservation Authorization to Discharge Permits under General Permit 3-9010**. This DRAFT document contains the major elements of our approach to addressing expired discharge permits.

The Village Trustees agreed conceptually with the approach. The Town Selectboard and Town Attorney have also indicated agreement with the content and methodology. Work will progress on a schedule for permit compliance.

It should be noted that during our review of existing expired permits and stormwater maps, like the Town, we found many individual unpermitted discharges to the impaired waterways that do not go into a municipal pipeline for discharge but instead discharge directly to the impaired waterway. We have a concern that these may systems fall outside our legal authority to include in implementation of a future Flow Restoration Plan. Without the existence of any stormwater permit, we question the legality of asking the Agency to RDA these discharges, if our efforts fail to obtain voluntary compliance on their part. We suggest the Agency provide written guidance.

Sincerely,

DRAFT
James L. Jutras

Water Quality Superintendent

S:\STORMWATER\MS4\Expired Permit Compliance Letter.docx

VILLAGE OF ESSEX JUNCTION NEWS

“In the whole world, there is only one Essex Junction”

Issue No. 37

March 2014

Government can set the stage but it can't write the play. – David Brooks

Village at a Crossroads

By George Tyler, Village President

On behalf of the Trustees I'm pleased to report that 2013 marked another year in which the Essex Junction government provided high quality municipal services at reasonable costs to our citizens. This year we also pay special tribute to the vibrant spirit of volunteerism within the Village, with grateful thanks to the many citizens who donated their time to help successfully organize and manage important community-building events such as the Memorial Day Parade, Train Hop, and Farmers Market. Some of the year's other highlights include:

- The Village Trustees and Essex Town Selectboard collaborated on having a single municipal manager for both governments; so far the arrangement has proven highly successful.
- The Essex Heart & Soul project, funded with a grant from the Orton Foundation and a match from the Village and Town governments, brought hundreds of Essex community members together to identify common values which will inform planning and policy efforts for both governments in years to come.
- The renovation of the water treatment plant has neared completion, on schedule and within the budget
- The Lincoln Street sidewalk project, funded by a grant, was completed on schedule and within the budget.
- The Crescent Connector project, scheduled for construction in 2015, which will provide alternative driving and walking routes within the Village center and provide more opportunities for economic development, was given final approval with a funding commitment by the state and regional planning commission.

- The Village and Town governments designated a task force to develop a unified storm water policy for the entire community.

However, 2013 also brought the Village community to a crossroads which will require making some game-changing decisions in three areas: 1) Funding of infrastructure repairs; 2) Further unification of Village and Town municipal services; 3) Redevelopment of the Village downtown.

Infrastructure Repairs – For the first time in many years we felt it necessary to seek the voters' permission to borrow money for basic repairs of Village roads and sidewalks. To be blunt, the Village government has not been able to keep pace with the number of infrastructure problems in need of repair. The severe weather we've experienced recently has accelerated the problem. Traditionally, the Village transfers about 18 percent of the money collected into its general fund each year to capital funds that pay for capital infrastructure repairs and major purchases, such as trucks and snowplows. That has usually sufficed to keep bridges, roads, sidewalks, and waterlines in good condition, and the Village's rolling stock in good order. But in 2013 we realized that was no longer the case.

Short term, the choices available to address this problem are stark: 1) Increase property taxes well beyond the rate of inflation; 2) Make significant cuts in other Village services; 3) Borrow money with a 20-year municipal bond. We believe the third option is the most reasonable and acceptable to the majority of Village citizens.

However, this “short term” problem is likely to be repeated if we don't make long term structural changes. Twelve years ago revenues from IBM paid for fifty percent of Essex Junction's general

fund costs. By 2013 that number was reduced to less than ten percent, and may decline even further. The non-IBM grand list has grown during that time, but not nearly enough to compensate for the loss. The bond proposal, if approved, will give us some breathing room. But we cannot borrow our way out of this problem. Our job as elected leaders, acting on your behalf, is to study problems and identify solutions. But there are times when solving community problems require having a community conversation. This is one of those times.

Unification of Municipal Services – In addition to sharing one municipal manager, the Trustees, Village staff, and Essex Town government have been exploring other ideas for unifying municipal services. We believe there may be opportunities for more financial and service efficiencies for our constituents with this approach. In this era of economic uncertainty, we also believe we must strengthen the bonds between the two governments to coordinate economic development and community planning efforts. However, there is a tipping point at which we must consult with voters to ensure that the changes we are making are aligned with the community's sense of identity and values.

Redevelopment of the Downtown – This year we also saw approved two building projects – the Crescent Connector, and a multistory building on the former People's Bank property – that will significantly alter the character of the Village core

around Five Corners. Both those projects conform to the Village's Comprehensive Plan and, we believe, with the wishes of the majority of citizens for a more vibrant, walkable, and economically sustainable downtown. However, some Village residents have expressed concerns about the impact these projects will have in the downtown. It's unlikely that any large infrastructure or building project will conform to everyone's ideals. We all feel a sense of ownership of the Village downtown; we all have ideas about how things might be changed (or not) to make them better. With more redevelopment projects likely to occur, the Trustees have decided that it's time to develop a practical, achievable long range vision for improving the downtown that incorporates a consensus of citizen input to the greatest extent possible. We believe this envisioning effort will not only serve as a guide for property owners and developers, but will help inform Village residents about the possibilities and constraints for downtown redevelopment.

Let's not end on a bleak note. I can say without hesitation, on behalf of the Trustees and Village staff, that we believe the challenges we face, though daunting, are the challenges that any healthy, dynamic community must face in the course of its history. We are eager to face them. We love this community, we are honored to serve it, and we are ready, with your guidance and support, to roll up our sleeves and get to work. Thank you.

JOIN FRONT PORCH FORUM

If you haven't already, sign up for your neighborhood's e-newsletter today. Hear from your clearly identified nearby neighbors and post messages yourself. No fees, no spam, all local. It won't overflow your inbox. There are 5 neighborhoods in Essex Junction which have their own forums: Five Corners North, Five Corners South, Fairview Farms, Countryside and Essex West.

After just a few months on FPF, people often report feeling more connected to their neighbors, more tuned in to local goings on and more a part of their community. You'll see postings looking for a contractor, a lost pet, organizing a group yard sale, etc. Check it out at frontporchforum.com. Online conversations help neighbors connect and build community.

[Water quality and stormwater info at smartwaterways.org](http://smartwaterways.org) and ccstreamteam.org

Frequently Asked Questions for Utility Rate Structure

What process did the Village follow to evaluate the utility rate billing structure?

The Village hired Aldrich + Elliott, a local engineering firm with extensive experience in water and sewer rate studies for Vermont municipalities. A rate study committee was created and included participation from members of the Board of Trustees, Village staff, and the consultant. Several workshops and meetings were conducted starting in May 2012.

Why did the Village want to evaluate the utility rate structure?

Concerns have been raised about rate fairness, adequacy of rates for revenue stability and predictability of rates.

Why did the rate structure need to be modified?

Recent trends indicate declines in water usage per customer over the past decade causing a reduction in revenues. Billing solely on water volume may not capture the costs of these customers. Rates needed to be set to reflect the full cost of providing service.

What was the prior utility rate structure?

Each customer paid based on the volume of water used. The fees for water, sanitation, and sewage treatment were based on metered water usage, and a minimum fee was billed based on a minimum usage of 1,500 c.f. per 6 months.

How do Village water and sewer rates compare to other utilities and the State average?

For FYE 13, Village combined utility costs were approximately \$45.50 per month compared to \$75 per month for the State average. In FYE 14, the Village of Essex Junction water customer is paying the 2nd lowest cost in Chittenden County for water and sewer.

What are the fixed costs for the utility budgets?

As an example, 50% of the expenses for the water budget are fixed which means the Village incurs approximately 50% of the cost before any water is purchased from Champlain Water District. For the sanitation and sewage treatment budgets, the fixed portion of the expenses range from 65% to 75%. These fixed expenses include labor and benefits, debt retirement, insurance, etc.

What changes have customers seen on the bill?

The new rate structure includes a separate base rate and usage fee for each utility. To cover the fixed expenses of the water, sanitation, and sewage treatment budgets, the new rate structure includes a quarterly base rate. This base rate is applied to each customer and is intended to capture the fixed expenses. A usage fee will continue to be applied based on the volume of water usage to cover the variable portion of the expenses. Fixed charges will be charged quarterly, while usage will be charged semi-annually until all meters have been replaced with radio read meters.

What utility rates will these changes effect?

Village water, sanitation, and sewage treatment.

Did the billing cycle change?

Yes, customers used to receive utility bills 2 times per year. Under the new structure bills are sent 4 times per year. Fixed charges are charged quarterly, while usage will be charged semi-annually until all meters have been replaced with radio read meters.

When did these billing changes begin?

Billing changes began July 1, 2013 of fiscal year 2014. As of July 2013, bills are sent out each year at the end of July, the end of October, the end of January, and the end of April. As soon as the entire Village has meters with radio transmitters, the meters will be read for all 4 billing cycles in the year.

What changes did residential customers experience in utility costs?

Based on FYE 13 rates, the minimum user at 1,500 c.f. per 6 months saw an increase from \$203.43 to \$327.90 per year in utility costs. A typical residential customer with average usage saw no change in the annual costs.

What changes did non-residential (multi-family, commercial, institutional) customers see in the utility costs?

Based on FYE 13 rates, the minimum user at 3,000 c.f. per year saw an increase from \$271.24 to \$354 per year in utility costs. All other non-residential customers saw an increase of less than 1.5%. Residential customers are assessed 1 unit of fixed cost per utility per residence. Non-residential customers' unit costs are based on their prior year's water usage. 1 unit represents usage of 120 gallons per day. Non-residential customers who use more than 120 gallons per day are assessed additional units of fixed charges.

What other public education and outreach was performed?

The utility rate evaluation was presented to the Board of Trustees on January 22, 2013. An informational meeting was held and information was posted on the Village website, press releases were issued, and other social media resources were employed to convey the information. A brochure was given out to residents and business owners at the Village Office, and information concerning the rate structure change was included in the March 2013 newsletter.

VILLAGE OF ESSEX JUNCTION
2 Lincoln Street
Essex Junction, VT 05452-3154

PRST STD
US POSTAGE
PAID
Burlington, VT
05401
Permit #675

ECRWSS

POSTAL PATRON

IMPORTANT DATES FOR VILLAGE RESIDENTS

<u>March 17, 2014</u>	2 nd installment of property taxes due
<u>April 2, 2014</u>	Community Supper, 6 pm, Essex High School Cafeteria Annual Meeting , 7 pm, Essex High School Auditorium
<u>April 8, 2014</u>	Village Annual Meeting ballot and bond voting 7 am-7 pm, EHS
<u>May 24, 2014</u>	Memorial Day Parade, 10 am
<u>May 30, 2014</u>	Water/sewer bills due
<u>May 30, 2014</u>	Five Corners Farmers Market opens
<u>July 4, 2014</u>	4 th of July Celebration with fireworks at Maple St. Park
<u>July 19, 2014</u>	13 th Annual Block Party, Railroad Avenue, 5-10 pm
<u>Sept. 1, 2014</u>	Water/sewer bills due
<u>Sept. 15, 2014</u>	First installment of property taxes due
<u>Dec. 1, 2014</u>	Water/sewer bills due

Community Supper Before Annual Meeting, April 2 at 6:00 PM

Join your friends and neighbors for the Community Supper on Wednesday, April 2, 2014 at 6 PM in the Essex High School cafeteria. The supper is free and dessert will be provided. The supper is followed by the Village Annual Meeting in the auditorium at 7 PM. ***Free on-site child care is provided during the meeting.***

2013 Annual Report

The 2013 Village Annual Report will be available at the Annual Meeting or may be picked up at the Village office or the Brownell Library by March 21. It will be also online at www.essexjunction.org. The FYE 13 Audit Report is also available on the Village website or at the Village office.

WARNING
VILLAGE OF ESSEX JUNCTION ANNUAL MEETING
APRIL 2 & 8, 2014

The legal voters of the Village of Essex Junction are hereby notified and warned to meet at the Essex Community Educational Center on Educational Drive in the Village of Essex Junction on Wednesday, April 2, 2014 at 7:00 PM to act upon any of the following articles not involving voting by Australian ballot, said meeting to be adjourned to reconvene at the Essex Community Educational Center, on Tuesday, April 8, 2014 to vote for Village officers and transact any business involving voting by Australian ballot, said voting by Australian ballot to begin at 7:00 AM and close at 7:00 PM.

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

ARTICLE 2. Shall the voters approve an annual General Fund Budget in the amount of \$3,468,826 for fiscal year July 1, 2014 to June 30, 2015, \$2,942,914 of which is to be levied in taxes against the Village Grand List?

ARTICLE 3. Shall the voters approve holding the 2015 Annual Meeting on Wednesday, April 1, 2015 to act upon any articles not involving voting by Australian ballot and to reconvene on Tuesday, April 14, 2015 to vote for the Village officers and transact any business involving voting by Australian ballot?

ARTICLE 4. To transact any other business that may lawfully come before the meeting?

BALLOT QUESTIONS

ARTICLE 5. To elect Village officers required by law including: Moderator (one year term); two Village Trustees (three year terms); one Library Trustees (five year term)?

Dated this 25th day of February, 2014

VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES

By: Daniel Kerin, Vice President
Andrew Brown, Trustee
Elaine Sopchak, Trustee

ATTEST:
Susan McNamara-Hill, Village Clerk

VILLAGE OF ESSEX JUNCTION GENERAL FUND REVENUES

Account	FYE12 Actual	FYE13 Amended Budget	FYE13 Actual	FYE14 Budget	FYE14 Estimated Revenues	FYE15 Proposed Budget
1 Unrestricted Fund Balance		35,000		35,000	0	35,000
2 Property Taxes	2,520,386	2,666,989	2,652,852	2,806,463	2,806,463	2,942,914
3 State for Pilot & Current Use	2,577	2,000	4,079	2,500	2,892	2,500
4 IBM Subsidy	121,123	60,578	60,578	0	0	0
5 Penalties/Interest Delinq. Taxes	7,346	7,000	10,855	7,000	7,000	8,000
6 License & Zoning Fees	61,060	30,000	60,199	35,000	80,000	35,000
7 Service Fee - Water	112,993	110,169	110,169	111,336	111,336	106,840
8 Service Fee - WWTP	56,497	55,085	55,085	55,668	55,668	53,420
9 Service Fee - Sanitation	112,993	110,169	110,169	111,336	111,336	106,840
10 State District Court Fines	1,929	2,000	3,708	2,000	2,500	2,000
11 State Highway Aid	109,059	100,000	113,128	100,000	113,461	100,000
12 EJSD Tax Collection Fee	46,569	47,000	47,956	47,000	47,000	48,000
13 Lincoln Hall Rentals	0	0	1	0	1	1
14 Parking Space Fees	4,800	4,800	4,400	4,800	4,800	4,800
15 Miscellaneous Fire Receipts	25	0	1,231	10	10	10
16 Block Party Donations	1,790	1,500	1,550	1,500	1,500	1,500
17 Miscellaneous Street Receipts	3,701	3,000	2,850	3,500	3,500	3,000
18 Miscellaneous Library Receipts	641	450	708	600	600	500
19 Lost Book Revenue	3,397	0	3,855	0	2,600	0
20 Essex Town Contribution to Library	15,000	15,000	15,000	15,000	15,000	15,000
21 Interest Earnings	1,432	1,000	1,644	1,000	1,500	1,500
22 Miscellaneous Grants	24,992	0	52,591	0	28,342	0
23 Misc. Receipts	6,964	4,600	2,343	5,000	7,500	2,001
24 Sale of Asset	0	0	500	0	0	0
TOTALS	3,215,274	3,256,340	3,315,451	3,344,713	3,403,009	3,468,826

GENERAL FUND BUDGET SUMMARY

	FYE12 Actual	FYE13 Amended Budget	FYE13 Actual	FYE14 Budget	FYE14 Estimated Expenditures	FYE15 Proposed Budget
25 GENERAL GOVERNMENT:						
26 Administration	588,180	597,386	558,524	598,797	553,612	561,785
27 Transfers & Misc Expenditures	556,412	596,412	596,412	620,051	620,051	649,623
28 Grant & Non-Budgetary Expenditures	39,107	0	109,288	0	30,942	0
29 Seniors Support	0	0	0	0	0	7,960
30 Fire Department	263,181	270,189	280,668	287,208	287,208	298,075
31 Library	629,689	652,785	647,061	684,479	684,210	736,207
32 Lincoln Hall	46,505	38,053	52,136	38,452	50,826	55,057
33 Community Development	215,576	242,852	207,210	244,740	231,528	250,678
34 Economic Development/Community Ever	53,994	83,318	75,283	79,628	81,161	94,838
35 Street Department	707,953	775,345	740,425	791,358	790,730	814,603
GENERAL FUND TOTAL	3,100,597	3,256,340	3,267,007	3,344,713	3,330,268	3,468,826

**WARNING
VILLAGE OF ESSEX JUNCTION
SPECIAL VILLAGE MEETING
APRIL 8, 2014**

The legal voters of the Village of Essex Junction, Vermont are hereby notified and warned to meet at the Essex High School on Educational Drive in the Village of Essex Junction on Tuesday, April 8, 2014 between the hours of seven o'clock (7:00) in the forenoon (a.m.) at which time the polls will open, and seven o'clock (7:00) in the afternoon (p.m.) at which time the polls will close, to vote by Australian ballot upon the following Articles of business:

ARTICLE 1. Shall general obligation bonds of the Village of Essex Junction in an amount not to exceed three million three hundred thousand dollars (\$3,300,000), be issued for the purpose of making certain public improvements, viz.; road reconstruction, water and sanitary sewer improvements, sidewalk replacement, drainage improvements and curb installation on various streets in the Village; such improvements estimated to cost three million four hundred twenty thousand nine hundred thirty-one dollars (\$3,420,931)?

The legal voters and residents of the Village of Essex Junction are further warned and notified that an informational meeting will be held coincident with the annual Village meeting at the Essex High School in the Village of Essex Junction on Wednesday, April 2, 2014 at seven o'clock (7:00 p.m.) for the purpose of explaining the subject proposed public improvements and the financing thereof.

The legal voters of the Village of Essex Junction are further notified that voter qualification, registration and absentee voting relative to said special meeting shall be as provided in 24 VSA §1303, and Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

Adopted and approved at a special meeting of the Board of Trustees, of the Village of Essex Junction held on March 4, 2014. Received for record and recorded in the records of the Village of Essex Junction on March 4, 2014.

ESSEX JUNCTION BOARD OF TRUSTEES

George A. Tyler, Village President

Daniel S. Kerin, Vice President

Elaine H. Sopchak, Trustee

Received for record this 4th day of March, 2014 in the records of the Village of Essex Junction.

Susan McNamara-Hill

Village Clerk

Village of Essex Junction 2014 Bond Q&A

What is the issue?

On Tuesday, April 8, Village voters will be asked to approve a bond issue for \$3,300,000 to complete five of the most pressing capital improvement projects identified by the Capital Review Committee.

What will it cost?

86% of the bond will be paid through the general fund, causing a property tax increase of \$18.64 per average household for the first year of the bond, \$57.62 per average household for the second year of the bond, and then decreasing each year for the remaining 18 years. These increases are for the average home in the Village valued at \$266,000. Fourteen percent (14%) of the total bond will be paid for through user fees from the water fund.

Why bond?

At the last Village Meeting a straw poll was taken and attendees overwhelming supported bonding versus a one-time tax increase of approximately \$1,300 per average household for the projects.

What capital improvement projects will be paid for?

- Leaking water and sewer line on School Street;
- Underperforming drainage pipe at Maple Street and Shawn's Way;
- Briar Lane road reconstruction, waterline, and sidewalk replacement;
- Hillcrest Road and North Hillcrest Road drainage improvement;
- Enclose flooding and eroding ditch and on the west side of Main Street and install new curb on the east side of Main Street from the bridge near the Town Office (81 Main Street) to the veterinarian's office (129 Main Street).

Why should this matter to me?

School Street's water and sewer lines have never been replaced. They experienced one water line failure and are likely to fail again if not replaced. Providing clean water and sound wastewater lines are at the core of what must be provided by a municipality. The storm drainage pipe at Maple Street and Shawn's Way is not at an appropriate size to handle rainstorms like we experienced this past spring. Without replacing and updating the drainage, flooding across this major route is possible and should be prevented. Briar Lane's road and sidewalk quality is among the worst in the Village; one side of the street will have its sidewalk replaced by grass as the Village plows and maintains only one side of the street. Hillcrest Road residents have experienced wet basements that can be lessened by improving the drainage. This project will also allow the disconnection of a storm drain that is currently connected to the sanitary sewer line. Enclosing the drainage at Main Street near the Town Office will prevent the spread of debris and water on Main Street during rainstorms.

What is the Capital Review Committee?

This five-member committee meets the first Tuesday of every month at 5:30 PM at the Village Office and prioritizes Village projects that exceed \$10,000. Meetings are open to the public. The committee utilizes a scoring system that includes the following elements:

- Safety and Health
- Mandates
- Community Support
- Financing Source
- Timing and Linkages
- Positive Economic Impact
- Cost of Deferral
- Efficiencies
- Service Improvements
- Efficiencies
- Alignment with Village Priorities
- Other

Results for survey: Village Meeting Survey

Question 1

How often do you go to Village Meeting?

Every year	13	61.90%
Less than twice in five years	1	4.76%
I've never been to Village Meeting.	6	28.57%
I used to go but now I've stopped.	1	4.76%

Question 2

How do you hear about Village Meeting (check all that apply)?

I see the warning in the paper.	11	20.75%
I get the Village annual newsletter.	11	20.75%
I hear about it from a neighbor/friend/colleague.	10	18.87%
I see the banner at Five Corners.	8	15.09%
I see it on the Village's website.	4	7.55%
I hear about it from someone online (Facebook email etc.)	9	16.98%

Question 3

Going to Village Meeting on a Tuesday evening is (check all that apply):

Fine with me.	11	34.38%
Inconvenient because sometimes the meeting runs really late.	3	9.38%
Inconvenient because that's when I am busy with my family.	5	15.63%
Inconvenient because I have other commitments at the same time.	7	21.88%
Inconvenient because it's after work and I'm tired.	6	18.75%

Question 4

I would be more willing to go to Village Meeting if (check all that apply):

If I knew about it sooner and could put it in my calendar.	2	12.50%
If I could get a baby sitter or if there were childcare available at the meeting.	0	0.00%
If I knew I wasn't going to be there until 10:30 at night.	6	37.50%
If I knew more about what we were going to be voting on.	8	50.00%

ID	View Survey	Other
9628513	View	My youngest goes to bed at 6 so childcare at the mtg wouldn't work. It would be helpful if the mtg was a live stream so I could watch at home and perhaps participate via email/phone?
9628540	View	This is a test
9631216	View	N/A
9632375	View	Luckily I don't work 2nd shift, but I still wish more people would take the time to at least read about what their government deems to tell them about the oversight of Village business.
9649280	View	If it were on a saturday
9654882	View	sATURDAY
9877221	View	Meetings are stacked by special interest groups.

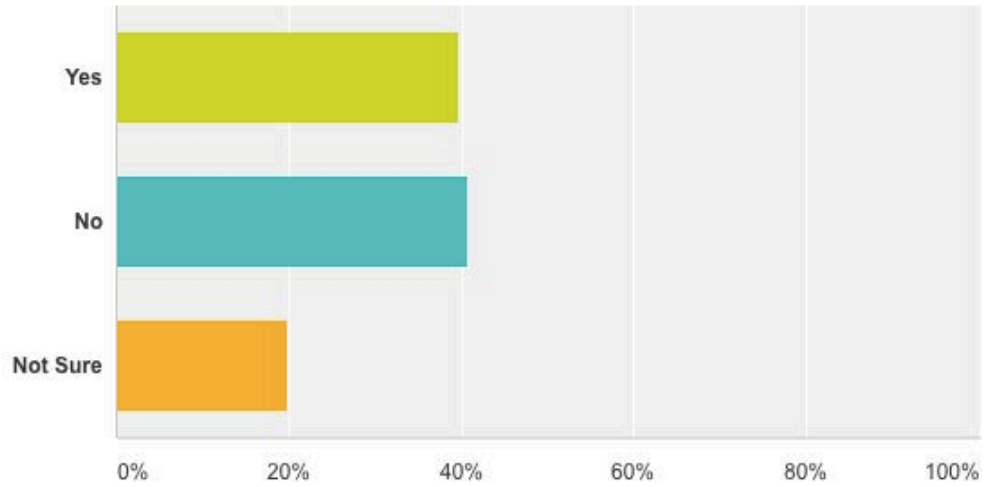
Question 5

I would be more willing/able to come to Village Meeting if it were held during some of these times (check all that apply):

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Responses	Total
Morning	0%	15%	8%	0%	8%	15%	54%	13	31%
Afternoon	30%	5%	5%	5%	5%	5%	45%	20	48%
Evening	0%	0%	44%	11%	0%	11%	33%	9	21%

Would you support a dedicated tax to raise money for street repairs and other infrastructure improvements?

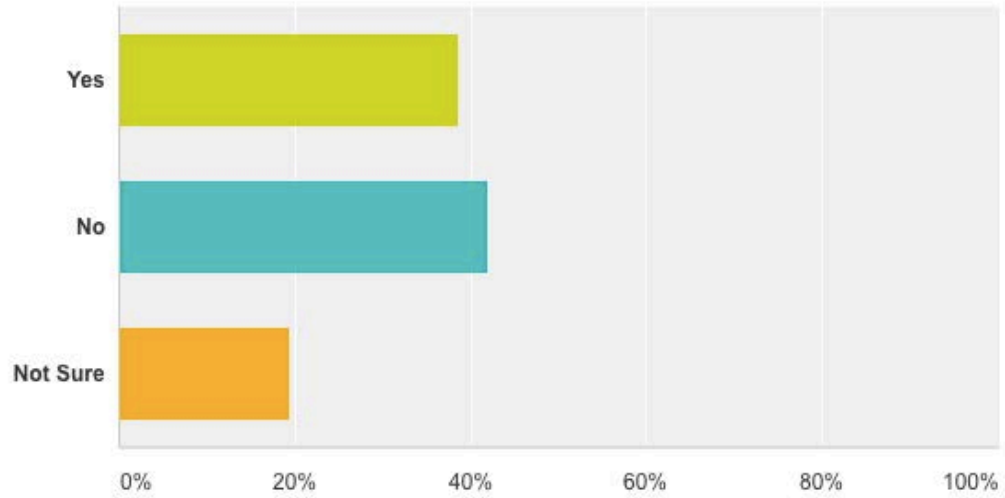
Answered: 96 Skipped: 4



Answer Choices	Responses
Yes	39.58% 38
No	40.63% 39
Not Sure	19.79% 19
Total	96

Should the Village borrow money for street repairs and other infrastructure improvements?

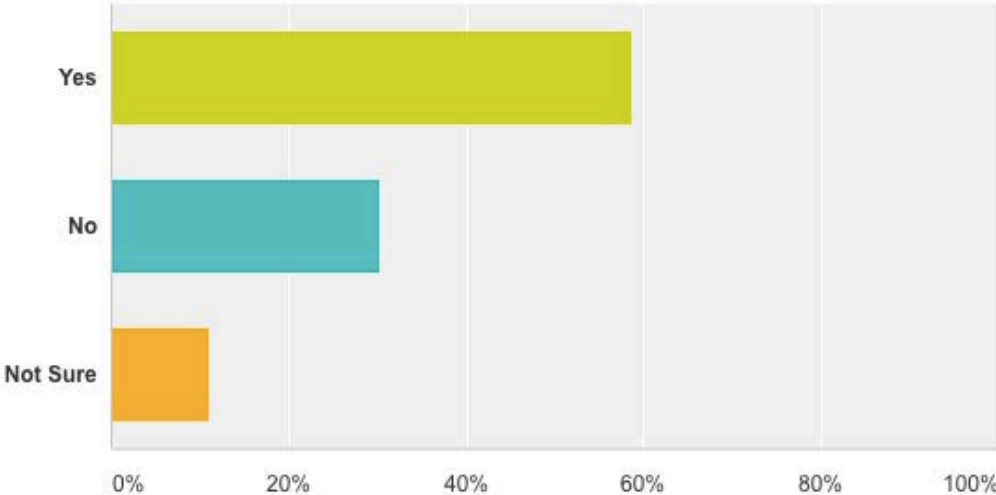
Answered: 93 Skipped: 7



Answer Choices	Responses
Yes	38.71% 36
No	41.94% 39
Not Sure	19.35% 18
Total	93

Do you support the idea of allowing participation in Village Meeting remotely, via Internet participation?

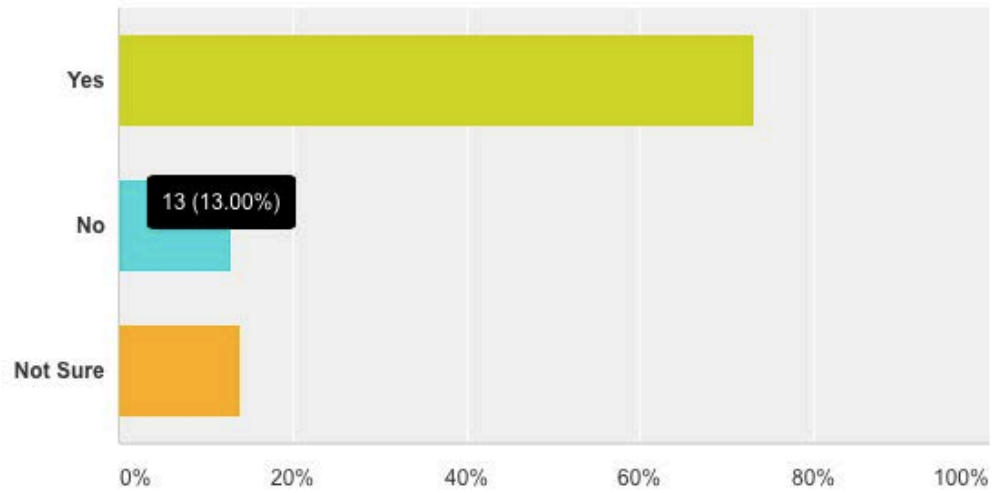
Answered: 99 Skipped: 1



Answer Choices	Responses
Yes	58.59% 58
No	30.30% 30
Not Sure	11.11% 11
Total	99

If possible, do you support having one manager for the Village and Town?

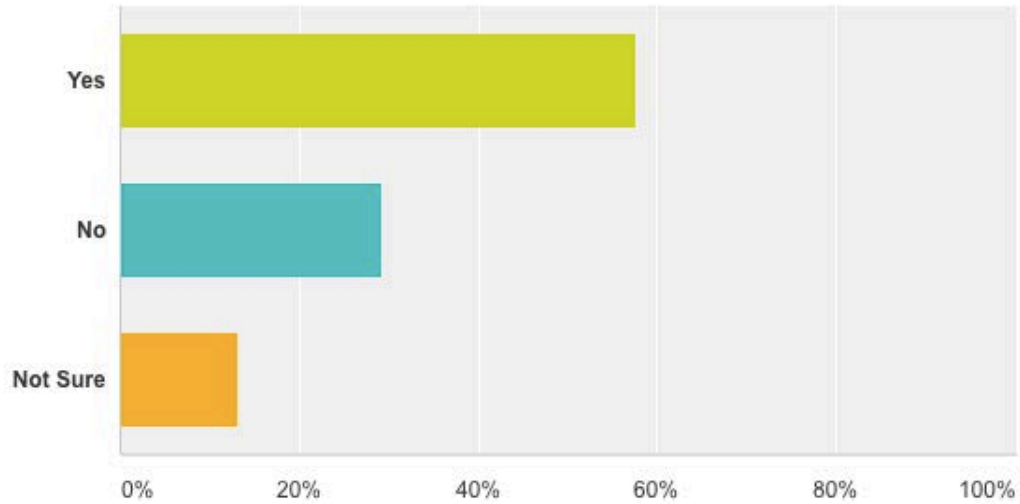
Answered: 100 Skipped: 0



Answer Choices	Responses	
Yes	73%	73
No	13%	13
Not Sure	14.00%	14
Total		100

Should the Village prohibit certain types of businesses in the Village Center, such as "head shops," gun stores, and massage parlors?

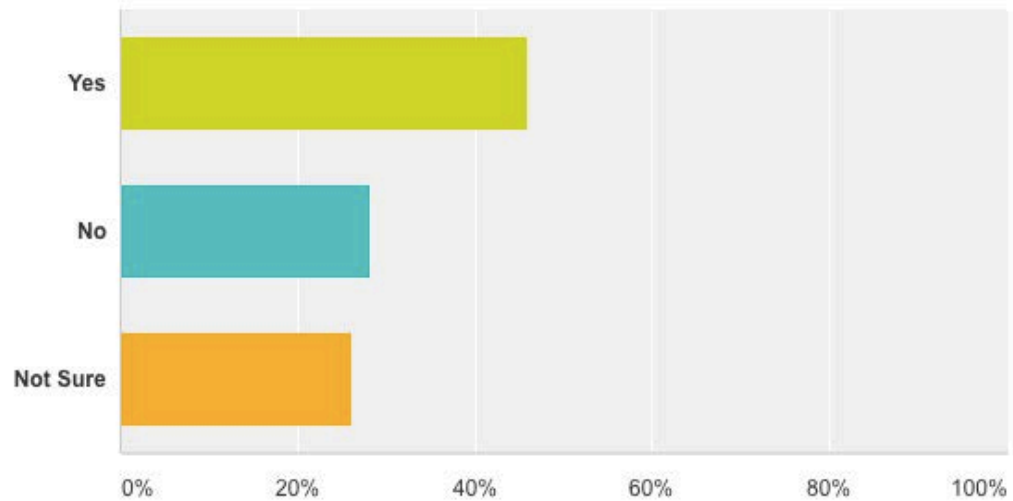
Answered: 99 Skipped: 1



Answer Choices	Responses
Yes	57.58% 57
No	29.29% 29
Not Sure	13.13% 13
Total	99

Do you think Village government should have a Facebook page?

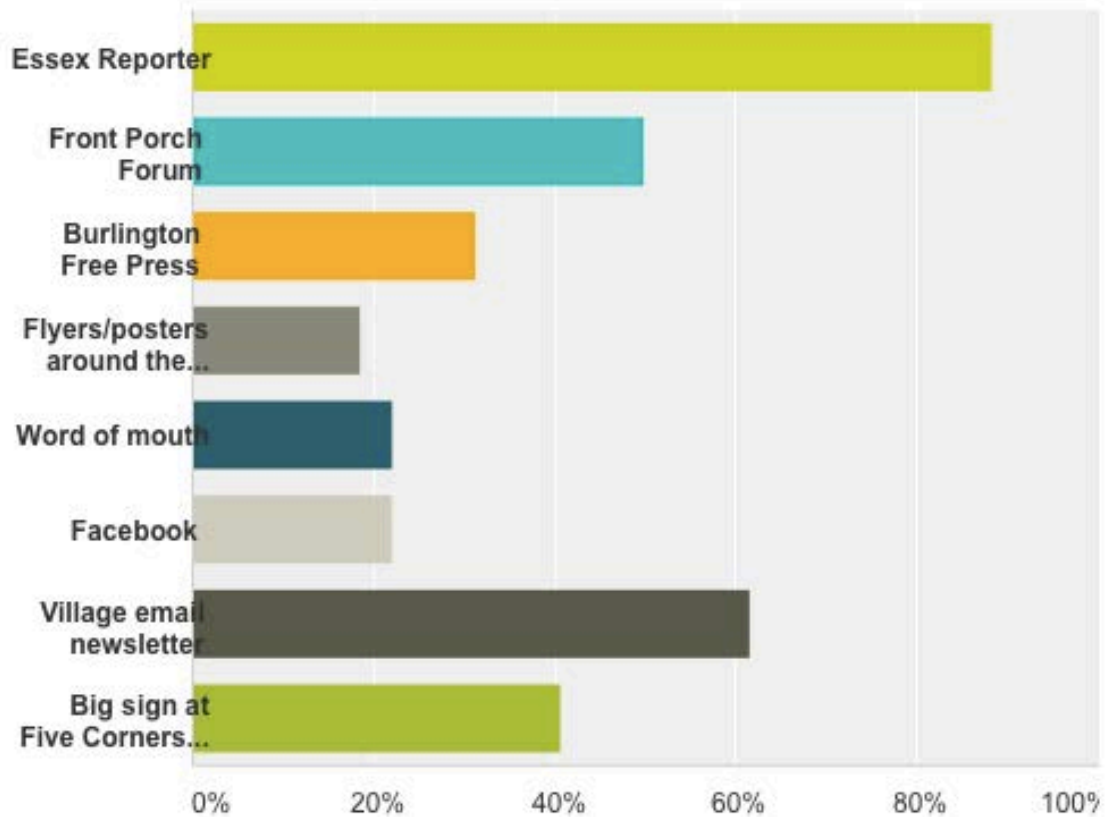
Answered: 96 Skipped: 4



Answer Choices	Responses
Yes	45.83% 44
No	28.13% 27
Not Sure	26.04% 25
Total	96

Please choose all the ways you prefer to hear about Village meetings and events:

Answered: 86 Skipped: 14



Answer Choices	Responses
Essex Reporter	88.37% 76
Front Porch Forum	50% 43
Burlington Free Press	31.40% 27
Flyers/posters around the Village	18.60% 16
Word of mouth	22.09% 19
Facebook	22.09% 19
Village email newsletter	61.63% 53
Big sign at Five Corners in front of Lincoln Hall	40.70% 35
Total Respondents: 86	



MEMORANDUM

TO: Village Trustees
FROM: Pat Scheidel, Village Manager
DATE: March 11, 2014
SUBJECT: Trustees Meeting Schedule

TRUSTEES MEETING SCHEDULE/EVENTS

March 25 at 6:30 – Regular Trustees Meeting

- Annual Meeting preparation

April 2 at 6:00 PM – Community Supper

April 2 at 7:00 – Annual Meeting/Public Hearing on Bond Vote

April 8, 7 AM to 7 PM – Australian Ballot Voting

April 8 at 6:30 – Regular Trustees Meeting

April 22 at 6:30 – Regular Trustees Meeting

- Board reorganization

May 13 at 6:30 – Regular Trustees Meeting

May 24 at 10 AM – Memorial Day Parade

May 27 at 6:30 – Regular Trustees Meeting

June 10 at 6:30 – Regular Trustees Meeting

- Interviews/Appointments to Commissions & Committees

June 24 at 6:30 – Regular Trustees Meeting

- Annual appointments for Clerk, Attorney, Fire Chief & Engineer

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

**VILLAGE OF ESSEX JUNCTION
TREE ADVISORY COMMITTEE
MINUTES OF MEETING
FEBRUARY 18, 2014**

MEMBERS PRESENT: Nick Meyer, Rich Boyers, Paula DeMichele, Warren Spinner

ADMINISTRATION: Darby Mayville, Community Relations and Economic Development Assistant

1. CALL TO ORDER

The meeting was called to order at 6:01 PM by Nick.

2. ADDITIONS OR AMENDMENTS TO AGENDA

Nick suggested adding the following to the agenda:

- Discussion regarding potential articles to the Essex Reporter;
- Adding language to the municipal plan on agriculture and forestry;
- Planning for tree planting in 2014;
- New business.

MOTION by PAULA, SECOND by WARREN, to amend the agenda. VOTING: unanimous; motion carried.

3. MINUTES REVIEW

Warren suggested that Rich become Vice-Chair, rather than Interim Vice-Chair, as noted in the minutes. Rich agreed to this change.

MOTION by WARREN, SECOND by PAULA, to approve the minutes as amended. VOTING: unanimous; motion carried.

4. DISCUSSION ON POTENTIAL ARTICLES TO ESSEX REPORTER

Nick mentioned that a tree care workshop has been scheduled. Warren will be staffing this workshop, and has performed similar workshops in the past. While this workshop will only cover basic tree care and pruning, there are many other topics that could be covered at future workshops. The workshop will be held at Brownell Library, and is anticipated to last two hours. Warren mentioned that he hopes to take participants outside, weather permitting.

Paula expressed some concerns that the Brownell Library meeting room might be too small to accommodate all of the participants. Warren said that he did not anticipate a huge crowd.

Warren asked some questions about the type of AV equipment available for use at the meeting. Darby said that she would check into this for him.

Nick asked the group what the best way of publicizing the event would be. He mentioned that the Essex Reporter has given permission to the Tree Advisory Committee to have three articles in the paper throughout the spring, and that this might be a good avenue for publicizing the workshop.

Warren suggested that the March article should cover some basic information about the committee, and information on the workshop. He said that it would also be nice to have a picture of himself, Nick, and Darby receiving the Tree Steward award in the paper.

Rich asked if the Essex Reporter has printed any information on the tree inventory completion in the past. Nick said yes, but that it might be good to mention it again.

Warren also said that the article should include the committee's mission statement. He said that this does not have to be long, but should state their role as advocates for trees, and the assistance that they could provide to various groups.

Warren asked who was responsible for speaking on behalf of the group. Nick said that it was generally the committee chair.

Paula asked if the developers for the former People's United Bank site had chosen what types of trees to plant. Nick said that they were still working with the Village Planning Department on this.

Paula mentioned that she used to be a reporter, and would be happy to assist with writing the articles. Nick said that he would send her the information that she would need in order to write the articles.

Darby said that she would ask management for approval for the committee to submit these articles. It was decided that Nick and Darby would edit the articles.

Rich suggested the idea of planting a tree at Summit Street School in honor of principal Mary Hughes's retirement. He said that it might be possible to get families to contribute to this cause so that a larger tree can be purchased. Warren mentioned that he had successfully done planting projects with schools before. He suggested the possibility of creating a theme or nickname for the tree in order to get the kids' attention. Warren also suggested getting additional publicity through the Summit Street School newsletter.

In the end, it was tentatively decided that the following topics would be written about:

- 3/26: Intro to the committee and information on workshop and the basics of tree survival.
- 4/16: Green Up Day
- 4/26: History of Arbor Day, tree planting information.

The group then began to discuss plans for Arbor Day. Rich suggested giving out seedlings, and having students keep track of their development, either through a blog or journal. Warren expressed some concerns that not all kids live in places where they can plant trees, so some of the seedlings would get wasted if handed out to everyone.

Nick said that he could get in touch with Danie Fitzko from the Urban and Community Forestry Program to get the seedlings. He also offered to connect with local teachers about the idea.

Warren suggested encouraging students to monitor trees that are already in their yards, in order for them to track their growth.

Paula suggested posting information about Arbor Day on Front Porch Forum. Warren offered to do a write-up and send it to Darby.

5. TREE MANAGEMENT PLAN UPDATE

Nick explained that this process has been put on hold. While he had earlier been told that the regional planning commission would be able to assist with this, it seems that they have not all been educated on the topic yet. Nick will give an update when more information is available.

6. MUNICIPAL PLAN: AGRICULTURE AND FORESTRY

Nick informed the committee that Essex Junction is currently in the process of updating its Comprehensive Plan. In the current plan, there is no information about forestry or the benefits of trees. The committee thought that it would be important to include information on the tree inventory, and Tree Advisory Committee in this document.

Warren said that it is important to distinguish urban forestry from forestry, and he said that the plan should deal with both.

The committee decided to list several goals for Essex Junction that they felt should be listed in the plan:

- Establish a Tree Management Plan;
- Develop a plan for the Tree Advisory Committee and the Planning Commission to work together;
- Increase and maintain community tree population;
- Plan, plant, and maintain.

Warren said that he thought that a partnership with the Planning Commission was especially important, as it could be mutually beneficial. He asked Nick if he was aware about any current tree policies or regulations in the Village.

Nick said that only native species were allowed to be planted, and Darby gave Warren a copy of the section of the Land Development code that detailed acceptable species.

Warren said that the Urban & Community Forestry Program had also created their own list, which differed from the list in the Land Development Code. He felt that the committee should work to update the list in the LDC. Warren also noted that enforcement of this could be difficult.

Nick informed the committee that he and Darby would be getting a lesson on how to use the tree inventory system tomorrow. Paula asked how the inventory was done, and Nick explained the process. There was some discussion as to how this program could best be used to meet the community's needs.

7. TREE PLANTING 2014

There was not enough time to cover this issue. Nick asked all committee members to think of potential planting locations.

8. NEW BUSINESS

Paula wanted to discuss the opening that the committee currently has. There was some discussion about who might be a good person to approach to see if they were interested in joining. Nick said that he would approach local master gardeners and others who have completed the SOUL program. He said that the SOUL program runs bi-yearly, and is now open for registration, and as a result it is possible for the committee to benefit from this energy.

9. MEETING SCHEDULE

Next meeting

- March 18th at 6 PM

Agenda Items

- Minutes Review;
- Discussion and Input on Tree Planting Along Multi-Use Path;
- Workshop Planning;
- Arbor Day Planning;
- Mapping Update;
- Tree Planting 2014 Update;
- Comments from the Public.

10. ADJOURNMENT

MOTION by PAULA, SECOND by WARREN, to adjourn the meeting. VOTING: unanimous; motion carried. The meeting was adjourned at 7:20 PM.

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
MINUTES OF MEETING
February 20, 2014**

MEMBERS PRESENT: Diane Clemens (Chairwoman); John Alden, Nick Meyer, Amber Thibeault. (Aaron Martin, Andrew Boutin, and David Nistico were absent.)

ADMINISTRATION: Robin Pierce, Development Director.

OTHERS PRESENT: Paul O'Leary, John Stawinski, Monique Crete.

- AGENDA:**
1. Call to Order
 2. Audience for Visitors
 3. Additions/Amendments to the Agenda
 4. Minutes
 5. Public Hearing
 - Site Plan, Change of Use from Church to Residential, 56 Main Street, John Stawinski
 6. Other Planning Commission Items
 7. Adjournment
-

1. CALL TO ORDER

Diane Clemens called the meeting to order at 6 PM.

2. AUDIENCE FOR VISITORS

None.

3. ADDITIONS/AMENDMENTS TO THE AGENDA

None.

4. MINUTES

February 6, 2014

MOTION by Nick Meyer, SECOND by Amber Thibeault, to approve the February 6, 2014 minutes as presented. VOTING: unanimous (4-0); motion carried.

5. PUBLIC HEARING

Site Plan Review for a change of use from a church to four residential units at 56 Main Street in the R-O District by O'Leary-Burke for JGS Development c/o Steven Sokalski, agent for John Stawinski, owner

Paul O'Leary and John Stawinski appeared on behalf of the application.

APPLICANT COMMENTS

Paul O'Leary noted the following:

- The original applicant, JGS Development, withdrew from the original proposal. The approval for the original proposal has expired. John Stawinski decided to proceed with an application for four residential units in the former

church building at 56 Main Street as shown on the site plan. One unit will be accessible.

- The parking lot at 56 Main Street has been constructed per the original approval. There are 10 gravel parking spaces.
- There are minimal exterior changes to the building. Windows in the back of the building have been uncovered.
- An accessible ramp is being added to the building.
- There are two building mounted lights and two small lights over the entrances. The lights are semi-cutoff fixtures which require a waiver from the village standard for full cutoff fixtures.

STAFF REPORT

The Planning Commission received a written staff report on the application, dated 2/20/14. Robin Pierce noted the following:

- A number of new windows have been added which enhance the appearance of the building.
- There is no change in lot coverage, only windows and interior wall changes to the building.
- The temporary parking spaces in the easement on the side of the building will not be necessary because there are 10 parking spaces in the lot which exceeds the requirement of nine spaces (two per unit and one guest space).
- Landscaping will be done as part of the current application.
- The building structure is large and could be a blight on the area, but the application for four residential units is making the structure productive.

John Alden made the following comments:

- The village lighting standards should not be relaxed so full cutoff fixtures should be used for lighting on the site.
- The language in the Land Development Code for the district allows office buildings in the residential district. With the current application the building is trying to look more residential in character and maintain the residential character of the neighborhood.
- There are discrepancies in the elevations on the plan. The west elevation is not as well treated as the others. There are larger windows over smaller windows on the west elevation which looks unbalanced.
- The opening for the front door into the tower facing the street should remain in arched form because this is a major feature on the building.
- The former choir loft in the church will be eliminated because a floor will be added for the residential units.
- The Vermont energy code will apply to the building.
- The accessible ramp located along the building will collect snow from the roof. The roof overhang could be extended over the ramp or the width of the ramp could be narrowed to be less than the width of the landing. (Paul O'Leary noted the ramp is 5' wide, wooden, and attached to the side of the building.)

There was discussion of landscaping. Paul O'Leary noted the hedgerow along the front of the property has not yet been planted. Nick Meyer advised changing some of the plantings to avoid invasive species or trees that will overgrow the site. John Alden said better landscaping in front of the building is needed. Robin Pierce said the landscape requirement of 2% of the total project cost applies to the application and can include plantings or other site improvements.

There was discussion of snow removal/storage. John Alden pointed out the area on the Grove Street side of the property to the right of the ramp has space for snow storage.

PUBLIC COMMENT

Monique Crete, Grove Street, asked about the following:

- Description of the apartments, noting past problems with residents in the house on Main Street next to the applicant's property - John Alden said according to the plans the apartments are 1,425 s.f. and it is not known if the units will be affordable housing or market rate. Robin Pierce noted the Planning Commission cannot make a decision on the application based on cost because that would be discriminatory. The application must meet the standards outlined in the Land Development Code.
- Plan for the back door to the basement of the building and if the basement will become a housing unit - John Alden said the entrances to the building will be the door for the tower and the door on the corner of the building. The number of units in the building is the maximum so the basement cannot be converted into another residential unit.
- Expansion of the parking lot – Diane Clemens said the parking lot will remain as it is now.
- Landscaping/screening between the properties – Robin Pierce reiterated landscaping will be done as part of the application.

DELIBERATION/DECISION

Site Plan, Change of Use from Church to Residential, 56 Main Street, Stawinski

MOTION by John Alden, SECOND by Amber Thibeault, to approve the site plan for a change of use from a church to four residential units at 56 Main Street in the Residential-Office District by O'Leary-Burke for JGS Development c/o Steven Sokalski, applicant, and John Stawinski, owner, with the following stipulations:

1. All staff comments shall be addressed and satisfied prior to any permits being issued.
2. The applicant shall provide accessible parking space(s) per the village Land Development Code.
3. All work shall comply with the Village Land Development Code.
4. All exterior light fixtures shall be dark sky compliant and meet village lighting standards.
5. Landscaping shall comply with the Village Land Development Code.
6. The final landscape plan shall be subject to approval by staff.
7. All work shall comply with the Vermont energy code.

8. The potential of snow falling from the roof on the accessible ramp shall be addressed (perhaps extend the roof overhang or narrow the width of the ramp).
9. A snow storage area shall be designated and marked.
10. The original tower entry door opening shall be retained in the original arched shape.

VOTING: unanimous (4-0); motion carried.

6. OTHER PLANNING COMMISSION ITEMS

Historic Buildings in the Village

There was discussion of adding to the village comprehensive plan the requirement of design review of buildings at least 50 years old or older regardless of the district in which the building is located. The historic building list for the Village needs to be reviewed for accuracy and the list, once confirmed, should be included in the comprehensive plan.

7. ADJOURNMENT

MOTION by Amber Thibeault, SECOND by John Alden, to adjourn the meeting.

VOTING: unanimous (4-0); motion carried.

The meeting was adjourned at 7:20 PM.

Rcdg Scty: MERiordan



**Village of Essex Junction
2014 Block Party Committee Meeting Minutes
February 24 at 3:30 PM**

Present: Mary Tewarson, Sam Jackson, Joanie Maclay, Darby Mayville and Patty Benoit.

The committee discussed the draft letter to all Village businesses seeking sponsors and if they'd like to participate in the block party. Darby will make some personal visits in the Village, and Sam, Joanie and Mary offered to make some business visits in Essex Center. They'd be informal visits telling them how their sponsorship and/or participation would benefit their business (ex., show them a copy of the poster, etc.). We could follow up the Village business letters with phone calls too.

We did not make budget last year from sponsors but it was just a matter of losing two sponsors (\$200) so it's not an alarming problem; however, we'd like to reverse it now if possible. Currently, a \$100 sponsor gets their name on the poster and a banner on the fence; a \$50 sponsor can put a banner on the fence. The group decided to revisit the sponsor levels next year.

The committee agreed we should ask the Essex Reporter for better publicity, publish the list of sponsors on the website and link to it from Front Porch Forum. Mary recommended sending the Essex Reporter a letter to the editor.

There has been a good response from last year's participants. The National Guard has expressed interest so we're hoping they will bring their inflatables, which helps the budget. The obstacle course and climbing tower were big hits in the past. We've ordered the bounce castle from Top Hat, hired the Dave Keller Blues Band, Roaming Railroad, Face Mania and invited the Contois School of Music. Dave Keller said he was not going to increase his fee, Face Mania increased it \$100, and VT Tent Company did not increase their fee. Sam suggested we tell Dave Keller he's welcome to sell his new CD at the block party.

In terms of the new time frame, 5-10 PM, Sam asked if there will be enough lighting on the street after it gets dark. We'll check out how the street lights are, they're quite numerous and not very old. If necessary, we'll see if the fire department has some lights or we could tell vendors they might need to bring some lighting.

We also talked about the issue of participants leaving the block party early and how it will probably be worse when the block party ends at 10 PM. We can politely request again that they stay the entire time but it hasn't worked in the past.

The meeting adjourned at 4:25 PM. The next meeting will be March 17 at 3:30 PM.

Respectfully submitted,
Patty Benoit



Vermont Department of Public Safety Subgrant Application

Submit to:
Department of Public Safety
Grants Management Unit
103 South Main Street
Waterbury, VT 05671-2101

Not later than:
February 28, 2014

1. Applicant Information and Identification:			
Applicant Agency:	Essex Junction Fire Department		
Address:	2 Lincoln Street		
	Essex Junction, Vermont 05452	County:	Chittenden
Authorizing Official:	Patrick Scheidel	Title:	Village Manager
Signature:	<i>Patrick C. Scheidel</i>		
Project Director:	Chris Gaboriault	Title:	Fire Chief
Telephone:	802-598-9280	Fax:	802-878-6946
E-Mail:	cgaboriault@yahoo.com		
Federal Tax Id #:	03-6000466	DUNS#:	144372930 Expiration: _____
Vermont Business Account Number	_____		
Fiscal Entity:	Village of Essex Junction		
Address:	2 Lincoln Street		
	Essex Junction, VT 05452		
Fiscal Year:	Start: July 1, 2013	End:	June 30, 2014
Fiscal Agent:	Lauren Morrisseau	Title:	Finance/MIS Director
Signature:	<i>Lauren Morrisseau</i>		Email: lauren@essexjunction.org
Proposed Budget Summary			TOTAL
Salaries And Benefits	\$		
Contractual	\$		
Supplies	\$		
Travel And Mileage	\$		
Equipment	\$		113,330.00
Other Direct Costs	\$		
Indirect Costs	\$		
Total Expenses	\$		113,330.00

Department of Public Safety Subgrant Application

Project Title: Narrow Banding Radio Enhancement

3. Problem Statement: Aging radio inventory could compromise effective operations for the Essex Junction Fire Department. Essex Junction Fire Department plays a key role in Chittenden County with rail traffic, electrical distribution and large manufacturing operations, which demand a variety of hazardous materials to support daily production.

4. Project Goals And Objectives: Replace our aging radio inventory with radio technology that keeps fire operations up to date. Increase firefighter safety with equipment designed for use with fire gear (gloves), preventing exposure to hazardous conditions and improving radio communication functionality. The new Motorola Radio equipment is upgradeable which allows EJFD to modify radio equipment to keep us up to date for the next 15 – 20 years.

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



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

February 21, 2014

Michael L. Richer, Sr.
Kimberly L. Richer
P.O. Box 5564
Essex Junction, VT 05453-5564

Re: Unlawful Condition of Property
38 South

Dear Mr. and Mrs. Richer,

During a recent visit to your property it was noted there are several areas on your property where items that are prohibited have been accumulating, most notably to the rear of your dwelling and driveway. The Village of Essex Junction has adopted an ordinance as an amendment to the Essex Junction Municipal Code regulating the control of litter, refuse, garbage, junk, junk motor vehicles, solid waste, or trash. Enclosed is a copy of the ordinance which became effective on March 10, 2012.

The Village appreciates your cooperation in bringing your property into compliance by removing all items that are prohibited under the Village's Municipal Code Chapter 18. If the violation is not corrected in a timely manner the Village shall be forced to issue a notice of violation, which can result in fines of as much as \$500 per day, until the unlawful conditions are abated, corrected or removed.

The Planning Department may be reached at 878-6950, if you have any questions or wish to discuss this matter further.

Sincerely,

A handwritten signature in cursive script that reads "Robin Pierce".

Robin Pierce
Community Development Director

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
February 25, 2014**

BOARD OF TRUSTEES: Dan Kerin, Elaine Sopchak, Andrew Brown. (George Tyler and Lori Houghton were absent.)

ADMINISTRATION: Patrick Scheidel, Village Manager; Lauren Morrissette, Co-Manager & Finance Director; Susan McNamara-Hill, Co-Manager & Village Clerk/Treasurer/HR Director; Robin Pierce, Community Development Director; Darby Mayville, Community Relations Assistant.

OTHERS PRESENT: Greg Morgan, Joe Kudrle, Erin Parizo, Mike Servetas, Toni Morgan, Susanna Olson, Isaak Olson, Aaron Olson.

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

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

2. AGENDA ADDITIONS/CHANGES

Add:

- Information re: crime on tracks from Rails to Trails
- Meeting with staff on multi-purpose path and comments from village resident, Jeff Goodrich

3. GUESTS AND PRESENTATION

1. Comments from Public on Items Not on Agenda

Sympathy and condolences were extended to George Tyler and family on the recent loss of Mr. Tyler's 93 year old father.

2. Public Hearing: Multi-use Safety Path

The public hearing was opened at 6:32 PM. Mike Servetas with VHB gave an overview of the project and noted the following:

- Preliminary design is complete. Public information hearings are being held and comments received. Final design will be submitted by April. Contract plans will be done by June.
- The path is 10' wide paved in the rail corridor or rail right-of-way. A grassed safety strip and metal fence separates the path and the railroad tracks.
- Bollards will prevent vehicle access to the path.
- There will be a detectable warning for the visually impaired using the path.
- Solar powered lighting will be used.
- Evergreen plantings will provide screening and bio-retention areas will handle storm water runoff.
- Project cost estimate is \$366,000 (amount for lighting may be high). Village project estimate is \$347,500.

- Public comment received to date concerns vegetative screening for noise and viewing, having steep side slopes to discourage access to backyards adjacent to the path, using solar powered lighting, and safety on the path.
- Additional comments should be forwarded to the village planning department (Robin Pierce or Darby Mayville).

COMMENTS

A gentleman in the audience asked about the proximity of the path to abutting properties and if there will be benches on the path. Mr. Servetas calculated the path is about 10' from abutting properties and benches will be shown in the final design. Benches will likely be located by Grove Street and Central Street.

Isaak Olson, Central Street, asked if the path will be accessible for bikes and rollerbladers. Mike Servetas said the path will be accessible for all users.

Joe Kudrle, village resident, asked about impact by construction on the shed at the back of his property by the bank. Mr. Servetas said the slope will be stabilized as part of the construction.

Darby Mayville relayed that Jeff Goodrich who could not attend the meeting expresses support for the project.

Susanna Olson, Central Street, read a statement of support for the path to improve the safety of the area and help eliminate illegal drug activity that is occurring there. Ms. Olson said the surveillance cameras at the train station have had a positive impact. Cameras and signage on the path would be beneficial.

Greg Morgan, Grove Street, spoke in support of the project incorporating situational prevention techniques that include improved street lighting, sensible space design, and defensible whistle blowers. Research shows rail trails often clean up areas that hosted criminal activities. Reduction in crime can occur with improved street lighting. Trespass on railroad property is often by pedestrians taking shortcuts or loitering or engaged in recreation activities. According to an article in the *St. Louis Post Dispatch*, dated December 2012, pedestrian railroad accidents are the leading cause of death on rails (people walking on the tracks). Mr. Morgan observed the village is lucky that there has not been a death on the railroad tracks to date.

Elaine Sopchak thanked the neighborhood for all the effort to improve the area.

There were no further comments. The public hearing was closed at 7:08 PM.

4. OLD BUSINESS

1. Adopt/Sign Annual Meeting Warning

MOTION by Elaine Sopchak, SECOND by Andrew Brown, to adopt the annual meeting warning as presented for April 2, 2014 at 7 PM at Essex High School (community supper at 6 PM) with voting by Australian ballot on April 8, 2014.

DISCUSSION: Vacancies to be filled include moderator, Board of Trustees (two seats), and Library Trustees (one seat). The bond vote for capital projects will be a separate warning to be adopted by the Trustees on March 3rd at 11 AM. The bond vote will be part of the ballot voting on April 8th.

There were no further comments.

VOTING: unanimous (3-0); motion carried.

2. Discuss Information Sheet on Bond Vote for Capital Projects

Andrew Brown reviewed the question and answer sheet on the bond vote. The final version will be ready by March 4th. The information sheet explains the projects to be paid for with the bond and the cost burden of the bond on the taxpayer.

5. **NEW BUSINESS**

1. Approve/Sign Maintenance Agreement with Vermont Agency of Transportation (VTrans) for West Street Extension Traffic Light

MOTION by Andrew Brown, SECOND by Elaine Sopchak, to approve and sign the maintenance agreement with VTrans for the traffic light and crossing at the intersection of Route 15 and West Street Extension. VOTING: unanimous (3-0); motion carried.

2. Draft Trustees Report for 2013 Annual Report

The Trustees reviewed the draft report.

3. Discuss March 2014 Newsletter

Additions to the newsletter include: state of the village report, bond vote Q&A, water and sewer bill information, and the proposed budget.

6. **VILLAGE MANAGER'S REPORT**

1. Meeting Schedule

- March 11, 2014 @ 6:30 – Regular Trustees Meeting
- March 25, 2014 @ 6:30 – Regular Trustees Meeting
- April 8, 2014 @ 6:30 – Regular Trustees Meeting
- April 22, 2014 @ 6:30 – Regular Trustees Meeting
- May 13, 2014 @ 6:30 – Regular Trustees Meeting
- May 27, 2014 @ 6:30 – Regular Trustees Meeting
- June 10, 2014 @ 6:30 – Regular Trustees Meeting
- June 24, 2014 @ 6:30 – Regular Trustees Meeting

Special Meetings/Events:

- March 3, 2014 @ 11 AM – Special Meeting to Adopt Warning for Bond Vote
- April 2, 2014 @ 6 PM – Community Supper before Annual Meeting
- April 2, 2014 @ 7 PM – Village Annual Meeting
- April 8, 2014 @ 7 AM – 7 PM – Australian ballot voting
- May 24, 2014 @ 10 AM – Memorial Day Parade

2. Insurance Conference

Pat Scheidel will attend a conference in San Francisco in March on insurance.

7. TRUSTEES COMMENTS/CONCERNS & READING FILE

1. Board Member Comments

- There was discussion of the donation in memory of George Tyler's father which is a gesture the village has done in the past with others.
- Elaine Sopchak mentioned the village hosting a mural contest to cover the graffiti on the McClure building along the multi-use path between Central Street and Grove Street to help beautify the area. Money from the land acquisition fund could be used for a prize of \$5,000 to the winner of the mural. The owners of the building must first be contacted for permission to paint the building. Lauren Morrisseau noted the public must vote on use of money from the land acquisition fund. Other sources of funding could be researched, perhaps a public/private funding effort or community development funds. Pat Scheidel commented a mural can encourage walking and visiting the area which could lead to even more activities and improvements in the downtown village area.

2. Reading file:

- Minutes of Planning Commission (2/6/14)
- VLCT 2014 Spring Selectboard Institute 3/22/14

8. CONSENT AGENDA & READING FILE

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

- 1. Approve Minutes of Previous Meetings (2/11/14)**
- 2. Approve Warrants including check #10048766 through #10048864 totaling \$506,483.91**
- 3. Approve Amendment to Personnel Regulations**
- 4. Approve Banner Applications for Events at CVE**
- 5. Approve Request to Close Maple Street for Little League Parade 5/3/14**

VOTING: unanimous (3-0); motion carried.

9. ADJOURNMENT

MOTION by Andrew Brown, SECOND by Elaine Sopchak, to adjourn the meeting.

VOTING: unanimous (3-0); motion carried.

The meeting was adjourned at 7:32 PM.

RScty: M.E.Riordan 

WARNING
VILLAGE OF ESSEX JUNCTION ANNUAL MEETING
APRIL 2 & 8, 2014

The legal voters of the Village of Essex Junction are hereby notified and warned to meet at the Essex Community Educational Center on Educational Drive in the Village of Essex Junction on Wednesday, April 2, 2014 at 7:00 PM to act upon any of the following articles not involving voting by Australian ballot, said meeting to be adjourned to reconvene at the Essex Community Educational Center, on Tuesday, April 8, 2014 to vote for Village officers and transact any business involving voting by Australian ballot, said voting by Australian ballot to begin at 7:00 AM and close at 7:00 PM.

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

ARTICLE 2. Shall the voters approve an annual General Fund Budget in the amount of \$3,468,826 for fiscal year July 1, 2014 to June 30, 2015, \$2,942,914 of which is to be levied in taxes against the Village Grand List?

ARTICLE 3. Shall the voters approve holding the 2015 Annual Meeting on Wednesday, April 1, 2015 to act upon any articles not involving voting by Australian ballot and to reconvene on Tuesday, April 14, 2015 to vote for the Village officers and transact any business involving voting by Australian ballot?

ARTICLE 4. To transact any other business that may lawfully come before the meeting?

BALLOT QUESTIONS

ARTICLE 5. To elect Village officers required by law including: Moderator (one year term); two Village Trustees (three year terms); one Library Trustees (five year term)?

Dated this 25th day of February, 2014

VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES

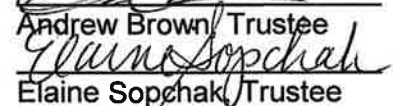
By:


George A. Tyler, President

Dan Kerin, Vice President

Lori Houghton, Trustee

Andrew Brown, Trustee


Elaine Sopchak, Trustee

ATTEST:


Susan McNamara-Hill, Village Clerk

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
MARCH 4, 2014**

(Postponed from 3/3/14 due to lack of quorum)

BOARD OF TRUSTEES: George Tyler (President), Dan Kerin (Vice President), Elaine Sopchak (Lori Houghton and Andrew Brown were absent).
ADMINISTRATION: Pat Scheidel, Village Manager; Susan McNamara-Hill, Co-Assistant Manager & Village Clerk/Treasurer

CALL TO ORDER

Village President George Tyler called the meeting to order at 11:30 AM.

BUSINESS

MOTION by Dan Kerin, SECOND by Elaine Sopchak, to approve and sign the Warning for the Village of Essex Junction Bond Vote to be held on April 8, 2014 with Australian ballot voting.

VOTING: 3 ayes, motion carried.

ADJOURNMENT

MOTION by George Tyler, SECOND by Dan Kerin, to adjourn the meeting. VOTING: 3 ayes; motion carried.

The meeting was adjourned at 11:32 AM.

Minutes respectfully submitted by Susan McNamara-Hill, Co-Ass't Manager/Clerk/Treasurer



WARNING

**VILLAGE OF ESSEX JUNCTION
SPECIAL VILLAGE MEETING
APRIL 8, 2014**

The legal voters of the Village of Essex Junction, Vermont are hereby notified and warned to meet at the Essex High School on Educational Drive in the Village of Essex Junction on Tuesday, April 8, 2014 between the hours of seven o'clock (7:00) in the forenoon (a.m.) at which time the polls will open, and seven o'clock (7:00) in the afternoon (p.m.) at which time the polls will close, to vote by Australian ballot upon the following Articles of business:

ARTICLE 1. Shall general obligation bonds of the Village of Essex Junction in an amount not to exceed three million three hundred thousand dollars (\$3,300,000), be issued for the purpose of making certain public improvements, viz.; road reconstruction, water and sanitary sewer improvements, sidewalk replacement, drainage improvements and curb installation on various streets in the Village; such improvements estimated to cost three million four hundred twenty thousand nine hundred thirty-one dollars (\$3,420,931)?

The legal voters and residents of the Village of Essex Junction are further warned and notified that an informational meeting will be held coincident with the annual Village meeting at the Essex High School in the Village of Essex Junction on Wednesday, April 2, 2014 at seven o'clock (7:00 p.m.) for the purpose of explaining the subject proposed public improvements and the financing thereof.

The legal voters of the Village of Essex Junction are further notified that voter qualification, registration and absentee voting relative to said special meeting shall be as provided in 24 VSA §1303, and Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

Adopted and approved at a special meeting of the Board of Trustees, of the Village of Essex Junction held on March 4, 2014. Received for record and recorded in the records of the Village of Essex Junction on March 4, 2014.

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

Received for record this 4 day of March, 2014 in the records of the Village of Essex Junction.


Susan McNamee-Hill
Village Clerk

Check Register Report

BL 3/11/14

Date: 03/06/2014

Time: 2:28 pm

Page: 1

Village of Essex Junction

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
10048866	03/11/2014	Printed		10609	2G CENERGY POWER SYSTEMS	CO GEN 40% STATUS PAYMENT-WWTF	156,728.28
10048868	03/11/2014	Printed		00382	AMAZON.COM CREDIT	CIRC MATERLS-LIBR&FRIENDS	554.60
10048869	03/11/2014	Printed		9337	AMERICAN LIBRARY ASSOC	SUPPLIES-LIBRARY	214.60
10048870	03/11/2014	Printed		9975	AMERICAN ROCK SALT CO, LLC	BULK ICE CONTROL SALT-STREET	3,788.71
10048871	03/11/2014	Printed		10618	KAPAL ANAND	REFUND OVERPD TAX-	31.18
10048872	03/11/2014	Printed		9963	BENOURE PLUMBING & HEATING INC	INDUCER PLUMBING REPAIR-FIRE	589.10
10048873	03/11/2014	Printed		5002	ANDREW BOUTIN	REFUND TAX OVRPD	310.99
10048876	03/11/2014	Printed		0268	BRODART CO.	CIRC MATERIALS-LIBR& FRIENDS	1,151.18
10048877	03/11/2014	Printed		0457	CARGILL, INC SALT DIVISION	DEICER SALT-STREET	9,507.47
10048878	03/11/2014	Printed		9743	CARQUEST AUTO PARTS	SUPPLIES-VARIOUS	112.14
10048879	03/11/2014	Printed		10617	CHADWICK-BAROSS	WIPER MOTOR-STREET	593.86
10048880	03/11/2014	Printed		0503	CHAMPLAIN OIL COMPANY, INC.	VEHICLE FUEL-VARIOUS	6,453.95
10048881	03/11/2014	Printed		05070	CHARLEBOIS TRUCK PARTS INC.	FITTINGS-STREET	50.28
10048882	03/11/2014	Printed		10614	CHOICE COBRA, LLC	ADMIN FEE-ADMIN	30.00
10048883	03/11/2014	Printed		10353	CIVES CORP	SNOW PLOW SUPPLIES-STREET	1,619.52
10048884	03/11/2014	Printed		2305	CLARK'S TRUCK CENTER	REPLAC PARTS-STREET	24.74
10048885	03/11/2014	Printed		9788	COMCAST	CABLE-STREET	64.37
10048886	03/11/2014	Printed		0560	COPY-SHIP-FAX-PLUS	SHIPPING-FIRE/ST/WW	105.29
10048887	03/11/2014	Printed		10479	CREATIVE OFFICE PAVILION	OFFICE CHAIR-PLAN	295.00
10048888	03/11/2014	Printed		0636	DESORCIE EMERGENCY PRODUCTS	VALVE SOLENOID AIR STAKE-FIRE	570.00
10048889	03/11/2014	Printed		9879	THE ENGRAVING BENCH	NAME TAGS-LIBRARY	18.00
10048890	03/11/2014	Printed		9885	ESSEX RESCUE, INC.	SUPPLIES-FIRE	289.14
10048891	03/11/2014	Printed		0795	TOWN OF ESSEX	RECORDINGS-PLAN/ADMIN	100.00
10048892	03/11/2014	Printed		10032	FLEETPRIDE	TAIL LIGHTS-STREET	44.62
10048893	03/11/2014	Printed		10226	G & K SERVICES	SHOP TOWELS-STREET	59.49
10048894	03/11/2014	Printed		0899	GAUTHIER TRUCKING CO., INC	TRASH REMOVAL-LH	150.00
10048895	03/11/2014	Printed		0961	GREEN MOUNTAIN FOLKLORE SOCI	DUES-LIBRARY	10.00
10048897	03/11/2014	Printed		10598	GREEN MOUNTAIN POWER CORP #2	ELEC-VARIOUS DEPARTMENTS	19,437.01
10048899	03/11/2014	Printed		0965	GREEN MOUNTAIN POWER CORP.	ELEC-VARIOUS DEPARTME	2,884.15
10048901	03/11/2014	Printed		1035	DONALD L. HAMLIN	ENGINEER SRVCS- VARIOUS DEPTS	14,435.61
10048902	03/11/2014	Printed		9625	INGRAM LIBRARY SERVICES	CIRCULATION MATERIALS-LIBRARY	11.79
10048903	03/11/2014	Printed		9454	LENNY'S SHOE & APP	UNIFORM PANT/SHRT-SANIT	99.00
10048904	03/11/2014	Printed		13631	LYNN PUBLICATIONS	ADS/LEGAL/MTGS-VARIOUS	540.25
10048905	03/11/2014	Printed		10619	PEOPLE'S TRUST COMPANY	REF TAX OVRPD	44.32
10048906	03/11/2014	Printed		21153	SOVERNET COMMUNICATIONS	PH/INTERNET-STR/FIRE	250.24
10048907	03/11/2014	Printed		2124	STAPLES ADVANTAGE	OFFICE SUPPLIES-VARIOUS	60.98
10048908	03/11/2014	Printed		2153	SULLIVAN, POWERS & CO.	AUDIT SERVICES-VARIOUS	3,497.00
10048909	03/11/2014	Printed		2330	UNIFIRST CORPORATION	OFFICE MATS -LH	81.40
10048910	03/11/2014	Printed		23415	VERIZON WIRELESS	CELL PH/DATA-VARIOUS	409.84
10048912	03/11/2014	Printed		2366	VERMONT GAS SYSTEMS, INC.	HEAT-VARIOUS	9,800.00
10048913	03/11/2014	Printed		9968	VISION SERVICE PLAN-CONNECTICU	MAR PREMIUM-VARIOUS DEPTS	415.70
10048914	03/11/2014	Printed		2484	WESTON WOODS	CIRC MATERIALS-LIBRARY REPL	10.00
10048915	03/11/2014	Printed		2510	FRANK WHITCOMB CONSTRUCTION	CRUSHED STONE-STREET	118.02
10048916	03/11/2014	Printed		25261	MATTHEW WITTEN	FEBRUARY PERF-LIB FRIENDS	200.00
10048917	03/11/2014	Printed		3081	ZEE MEDICAL, INC.	MED CABINET SUPPLIES-STREET	109.00

Total Checks: 45

Checks Total (excluding void checks):

235,870.82

Total Payments: 45

Bank Total (excluding void checks):

235,870.82

Total Payments: 45

Grand Total (excluding void checks):

235,870.82