



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, APRIL 29, 2014 at 6:00 PM
LINCOLN HALL MEETING ROOM, 2 LINCOLN STREET

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:00 PM]
2. **EXECUTIVE SESSION**
 - a. Contracts: Treatment Plant Project Contract Negotiations
 - b. Legal: ANR Enforcement Action Settlement
3. **BOARD REORGANIZATION** [6:30 PM]
 - a. Oath of Office for Newly Elected Trustees
 - b. Board Elections
4. **AGENDA ADDITIONS/CHANGES** [6:35 PM]
5. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS** [6:40 PM]
 - a. Comments from Public on Items Not on Agenda
 - b. Presentations by UVM Students on Capstone Projects:
 1. Conversion of four-way stop sign at Educational and Drury Drive to roundabout and a new pedestrian bridge over Main Street
 2. New link from Educational Drive to Route 2A at St. James Place to relocate the existing rail crossing at North and Grove Streets
6. **OLD BUSINESS** [7:20 PM]
 - a. Update and Pavement Marking Request from Bike/Walk Advisory Committee
 - b. Draft Communication Policy
7. **NEW BUSINESS** [7:40 PM]
 - a. Approve Bid Award for Utility Vehicle for Wastewater Treatment Facility
 - b. Review and Sign Acknowledgement of Ethics Policy
 - c. Appoint Representatives to CSWD Board through 5/31/16
8. **VILLAGE MANAGER'S REPORT** [7:50 PM]
 - a. Information/Presentation Concerning Water Quality Issue on Maple Street
 - b. Meetings with Village Attorney
 - c. Trustees Meeting Schedule
9. **TRUSTEES' COMMENTS & CONCERNS/READING FILE** [8:00 PM]
 - a. Board Member Comments
 - b. Minutes from other boards/committees:
 1. Planning Commission 4/3/14
 2. Block Party Committee 4/21/14
 3. Bike/Walk Advisory Committee 4/21/14
 - c. Certification of Election Results for 2014 Annual & Special Meeting
 - d. Memo from CCRPC about Public Hearings on 5/21/14
 - e. Email from EJRP regarding Advisory Council Seeking Members
 - f. Letter from Beth Glaspie concerning future redevelopment
 - g. Memo from Robin Pierce and Letter from Dubois & King about Crescent Connector Revised Environmental Assessment

TRUSTEES AGENDA 4/29/14

10. **CONSENT AGENDA** [8:10 PM]
- a. Approve Minutes of Previous Meeting 4/8/14
 - b. Approve Warrants including check #10049100 through #10049181 totaling \$358,630.66.
 - c. Approve and Sign Bridge Inspection Report Form for Hubbells Falls Drive Bridge
11. **EXECUTIVE SESSION** [8:15 PM]
- a. Contracts: Employee Association Contract
12. **ADJOURN** [8:30 PM]

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



MEMORANDUM

TO: Village Trustees and Pat Scheidel, Village Manager
FROM: Rick Jones, Public Works Superintendent *RJS*
DATE: April 29, 2014
SUBJECT: Pavement Markings at Traffic Signals for Bicycles

Issue

The issue is whether or not to approve pavement markings at traffic signals for bicycles in the Village.

Discussion

Rick Hamlin, Chair of the Bike/Walk Advisory Committee, has requested on behalf of the committee that the Public Works Dept. be allowed to paint symbols at various traffic signals that would trigger the light for a bicyclist (see email with attachments).

Cost

The cost would be paint and staff time.

Recommendation

It is recommended that the Trustees approve the request from the Bike/Walk Advisory Committee to mark the pavement at selected traffic lights for bicyclists.

Patty Benoit

Subject:

FW: Bike Walk Advisory Committee Activities Update

From: Richard F. Hamlin, P.E. [<mailto:rhamlin@dlhce.com>]
Sent: Wednesday, April 23, 2014 3:26 PM
To: Patrick C. Scheidel
Cc: Darby Mayville
Subject: FW: Bike Walk Advisory Committee Activities Update

Pat-

Now that the weather has become a little warmer, the Bike Walk Advisory Committee is ready to paint the traffic signal trigger points that we mapped out last fall. (See email below)

We would like to invite you and the Trustees to a ceremonial pavement marking celebration on May 12th at 6:00 pm at the Iroquois and Park Street intersection. We hope that folks walk or ride their bikes! After the marking and photos, the committee will reconvene at Lincoln Hall to hold our monthly meeting.

-Rick

From: Richard F. Hamlin, P.E. [<mailto:rhamlin@dlhce.net>]
Sent: Friday, November 01, 2013 9:50 AM
From: 'George Tyler'
Cc: Rick Jones (Rick@essexjunction.org); Patrick Scheidel (pats@essexjunction.org)
Subject: Bike Walk Advisory Committee Activities Update

George-

While we are on the topic of the committee, I just wanted to send you a note to let you know what we have been doing. We have had several very productive meetings and have identified a series of short, medium, and long term goals for us to address.

One of the short term goals that we set was to see if the traffic signals in the Village could be triggered by a bicycle and if so, mark the place where cyclists should stop to call the signal. We have done the field studies and have identified all of the traffic loops in the Village that a bicycle will trigger and have temporarily marked the trigger points. All that is left now is to officially mark them. The MUTCD has a symbol for this use and we will create the template that meets that standard that Public Works can use to place and maintain the markings. I have met with Rick Jones to coordinate on this also. I did not want to go ahead marking however until we cleared it with the Trustees.

Please let me know if we may go ahead and mark the trigger points. This would be a nice initial "win" for the committee and will help to keep our momentum up. An article in the paper about what the marks mean would be nice PR for the Village also.

-Rick

Support:

- 14 Examples of bicycle lane markings at right-turn lanes are shown in Figures 9C-1, 9C-4, and 9C-5. Examples of pavement markings for bicycle lanes on a two-way street are shown in Figure 9C-6. Pavement word message, symbol, and arrow markings for bicycle lanes are shown in Figure 9C-3.

Section 9C.05 Bicycle Detector Symbol**Option:**

- 01 A symbol (see Figure 9C-7) may be placed on the pavement indicating the optimum position for a bicyclist to actuate the signal.
- 02 An R10-22 sign (see Section 9B.13 and Figure 9B-2) may be installed to supplement the pavement marking.

Section 9C.06 Pavement Markings for Obstructions**Guidance:**

- 01 *In roadway situations where it is not practical to eliminate a drain grate or other roadway obstruction that is inappropriate for bicycle travel, white markings applied as shown in Figure 9C-8 should be used to guide bicyclists around the condition.*

Section 9C.07 Shared Lane Marking**Option:**

- 01 The Shared Lane Marking shown in Figure 9C-9 may be used to:
- A. Assist bicyclists with lateral positioning in a shared lane with on-street parallel parking in order to reduce the chance of a bicyclist's impacting the open door of a parked vehicle,
 - B. Assist bicyclists with lateral positioning in lanes that are too narrow for a motor vehicle and a bicycle to travel side by side within the same traffic lane,
 - C. Alert road users of the lateral location bicyclists are likely to occupy within the traveled way,
 - D. Encourage safe passing of bicyclists by motorists, and
 - E. Reduce the incidence of wrong-way bicycling.

Guidance:

- 02 *The Shared Lane Marking should not be placed on roadways that have a speed limit above 35 mph.*

Standard:

- 03 **Shared Lane Markings shall not be used on shoulders or in designated bicycle lanes.**

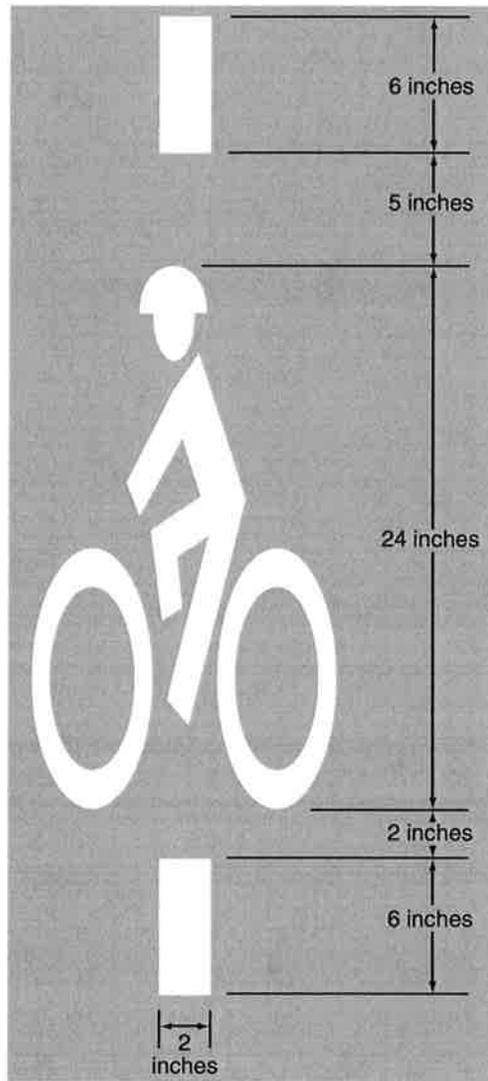
Guidance:

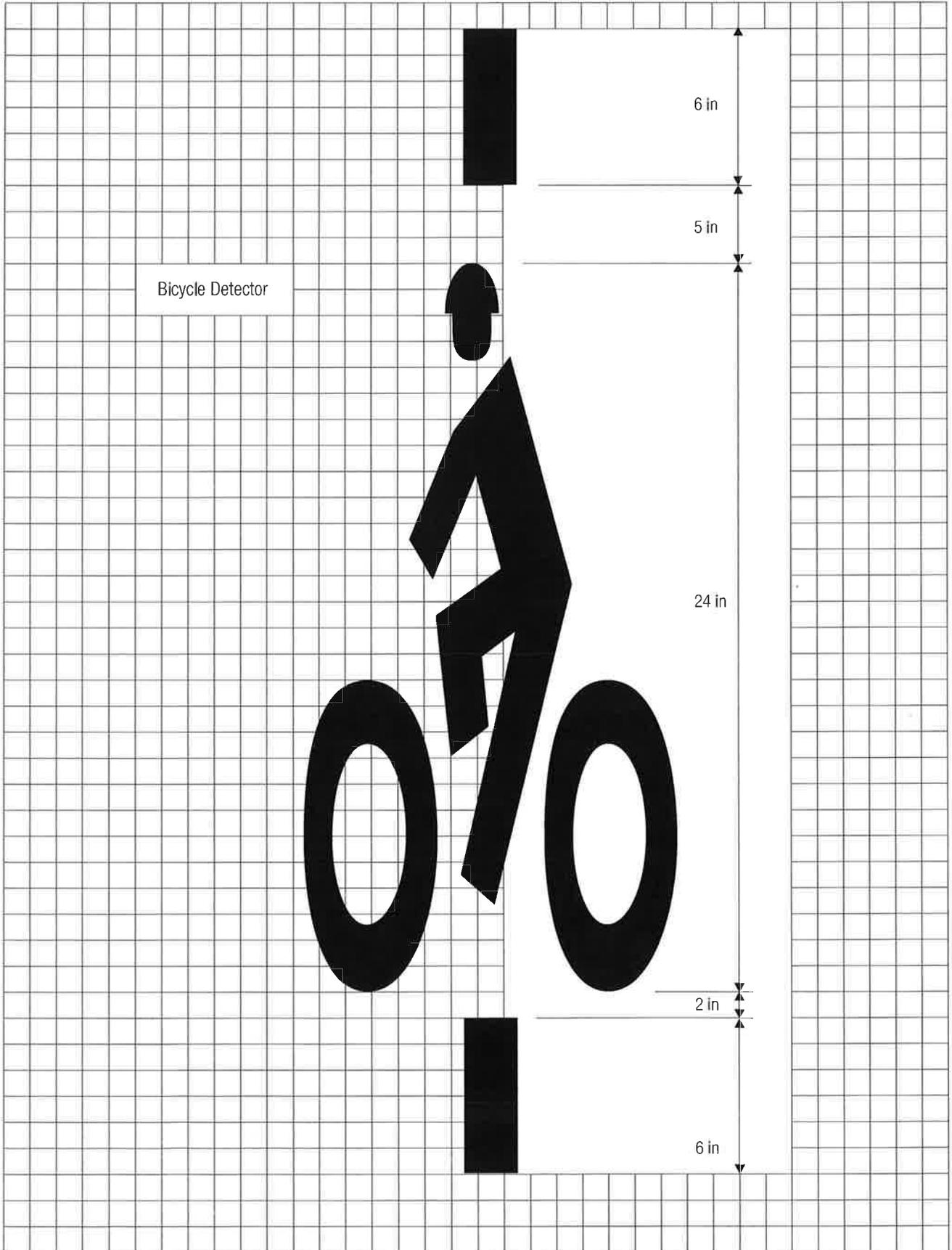
- 04 *If used in a shared lane with on-street parallel parking, Shared Lane Markings should be placed so that the centers of the markings are at least 11 feet from the face of the curb, or from the edge of the pavement where there is no curb.*
- 05 *If used on a street without on-street parking that has an outside travel lane that is less than 14 feet wide, the centers of the Shared Lane Markings should be at least 4 feet from the face of the curb, or from the edge of the pavement where there is no curb.*
- 06 *If used, the Shared Lane Marking should be placed immediately after an intersection and spaced at intervals not greater than 250 feet thereafter.*

Option:

- 07 Section 9B.06 describes a Bicycles May Use Full Lane sign that may be used in addition to or instead of the Shared Lane Marking to inform road users that bicyclists might occupy the travel lane.

Figure 9C-7. Bicycle Detector Pavement Marking





(Draft Version 2, 4.15.14) Communication Policy for Village Trustees and Staff

The Village Trustees and Village staff share the responsibility of providing accurate, responsible, and timely information to Village citizens and news media.

Because no communication policy can anticipate all possible circumstances under which the words and actions of trustees and staff may be heard, observed, or disseminated to the public, Trustees and staff must be aware that any occasion on which they discuss Village business, such as online media, email, written communication, telephone conversation, or face to face discussion, could result in public dissemination. For that reason, Trustees and staff should make every effort to ensure that they conduct themselves in a professional manner in all communications regarding Village affairs and that their words and deeds conform to the following guidelines.

I. Public Communication

Trustees: As the Village's elected leaders the Trustees must be both the voice of the community and representatives of the government. As elected leaders it is appropriate for Trustees to express personal opinions and political judgments on topical issues. At times, their opinions may differ with those of other Trustees. However, they should strive to ensure that their opinions are factually correct, do not misrepresent the words or opinions of other Trustees or staff, and do not publicly impugn the actions or words of Village staff, other Trustees, or the members of other boards and committees affiliated with the Village government. If asked or called upon to provide technical or factual information of which they are uncertain, they should defer the question to the Village Manager. If asked or called upon to express an opinion or judgment representing the collective position of the Board of Trustees or Village government, they should defer the question to the Village President or Village Manager accordingly. When responding to an email comment or question, whether from another Trustee, staff member, or constituent, Trustees may copy other Trustees in the email thread but they must avoid having any in-depth discussion amongst themselves via email regarding Village business.

Staff: As government professionals Village staff must provide technically accurate information free of political judgment and personal bias. As a rule, requests for comments or information from the media or public should be made to the Village Manager and staff should defer such requests to the manager unless the manager has specifically requested that a staff member respond. If asked or called upon to express a personal opinion or political judgment they should defer the question to the Village Manager or President of the Board of Trustees.

II. Responses to Public Comments

The U.S. Supreme Court has consistently held that in accordance with the First Amendment citizens have a right to criticize their government even if the criticism is not in good taste or factually accurate. Additionally, when a citizen chooses to run for elected office, whether at the local, state, or federal

level, inherent in that decision is acknowledgment that in the course of discharging governmental responsibilities one's words and actions may be publicly criticized or condemned, and that the criticism or condemnation may be unfair, inaccurate, politically motivated, and harsh, and that the elected official does not have recourse to the same legal protections from defamation as a private person as long as the criticism pertains to government-related issues.

In the spirit of transparency the Village government and Trustees promote and support a range of communication resources, such as *online forums and email* that allow and encourage Village citizens to post comments and exchange views on community issues and government actions. The Trustees and staff promote and support these resources with the understanding that citizens' postings may be technically inaccurate, misinformed, intentionally or unintentionally misleading, or politically motivated.

When such a posting occurs, it is understandable and reasonable for Trustees and staff to respond. However, responses should conform to the following guidelines.

Village Staff: Village staff may not respond without the approval of the Village Manager. The Village Manager must confer with the Village President before posting the response, or with the Village Vice President if the Village President is unavailable.

Trustees: As elected officials, Trustees may respond individually to such postings; however their responses should conform to the policy guidelines for Public Communication (*Part I above*). Additionally, Trustees should bear in mind that while the underlying goal of the Village's support for communication resources is to promote lively public discourse on a range of issues, a well intentioned, factual or technical response by an elected official or staff member *has the potential to* have a chilling effect on such debates. As Board members we are expected to be more knowledgeable about local government issues, but our deeper knowledge does not entitle us to insert ourselves into every public discussion of local government. *Trustees should be aware that an immediate response to any criticism published, whether in mainstream media (e.g., newspapers or television) or social media (e.g. online public forums or email), could be perceived as hypersensitivity, or as contrary to the spirit of open government.*

As a general rule, restraint is preferable to *an immediate* response.

If a Trustee chooses to respond, the response should first be shared with other Board members out of respect for their positions as knowledgeable and responsible colleagues, and with the Village Manager to ensure technical and factual accuracy.



MEMORANDUM

TO: Essex Junction Trustees and Pat Scheidel, Village Manager
FROM: James Jutras, Water Quality Superintendent
cc: Lauren Morrissette and Susan McNamara-Hill, Co-Managers
DATE: April 23, 2014
SUBJECT: Bid Recommendation HD 4 WD Compact Utility Vehicle

A handwritten signature in blue ink, appearing to read "James Jutras", is written over the right side of the memorandum header.

Issue: Bids have been advertised and received for a compact utility vehicle to be used on site at the wastewater facility. The vehicle will be used for site travel, sidewalk plowing and other general maintenance and travel on site.

Discussion: Bid packages were advertised and delivered to five local equipment suppliers. Of the bids received, the two lowest bidders competed with different styles of cab enclosures. Due to winter use of the equipment, a totally enclosed cab was required. The John Deere unit contained a soft enclosure while the Cub Cadet contained a hard enclosure. Revised pricing was requested of John Deere for a hard cab and is presented below in *italic* lettering.

Costs: Three bids were received with pricing provided on four specific vehicles. Bids received are:

Harvest Equipment:	\$12,911.51 John Deere XUV 550
	<i><u>Supplemental pricing: \$15, 849.90 John Deere XUV 550 with Hard Cab and Windshield</u></i>
Milton Sales and Service:	\$14,465.09 Cub Cadet EFI747cc 4x4 Series
Essex Rental Bid 1:	\$16,756.00 Bob Cat 3400 (MY 14)
Essex Rental Bid 2:	\$18,650.00 Kubota RTV - X

All bids received contained minor exceptions to the bid specification presented.

The Village Attorney has reviewed the wording in the bid document and supports our right to compare the two lowest bids with a hard body. Our purchasing policy allows us the right to accept the bid that more closely meets our needs.

Recommendation: It is recommended that Trustees.... **award the bid for the 4 Wheel Drive Compact Utility Vehicle to Milton Sales and Service for \$14,465.09**

For Elected and Appointed Public Officials

ACKNOWLEDGEMENT

I acknowledge that I have received, read and understand the Village of Essex Junction Ethics Policy (dated 6/8/10).

Signature: _____

Print Name: _____

Date: _____

VILLAGE OF ESSEX JUNCTION ETHICS POLICY

1. APPLICABILITY:

The provisions of these rules shall apply to all public officials, employees and volunteer firefighters.

2. POLICY STATEMENT:

Accepting a position as a public official, employee or volunteer firefighter carries with it the acceptance of a public trust that the official, employee or volunteer firefighter will work to further the public interest. Maintaining that public trust is critical to the continued operation of good government. In addition, public decision-making should be open and accessible to the public at large. To preserve this public trust, there are five principles to which public officials, employees or volunteer firefighters should adhere to:

- (a) A public official, employee or volunteer firefighter should represent and work towards the public interest and not towards private/personal interests.
- (b) A public official, employee or volunteer firefighter should accept and maintain the public trust (i.e., must preserve and enhance the public's confidence.)
- (c) A public official, employee or volunteer firefighter should exercise leadership, particularly in the form of consistently demonstrating behavior that reflects the public trust.
- (d) A public official, employee or volunteer firefighter should recognize the proper role of all government bodies and the relationships between the various government bodies.
- (e) A public official, employee or volunteer firefighter should always demonstrate respect for others and for other positions.

3. DEFINITIONS:

The following words shall have the following meanings:

- (a) **"Business Associate"** is a partner or other person with whom an individual has ongoing or recurring business transactions.
- (b) **"Conflict of Interest"** is a situation where a public official, employee or volunteer

firefighter is directed by two or more competing interests, one of which is the public interest and the other is a private/personal interest. Specific conflict of interest situations are specified in the section entitled "Conflict of Interest".

- (c) **"Ethics"** are a set of rules that guide behavior.
- (d) **"Financial Interest" is defined as any of the following:**
 - ▶ A self-proprietor, partner, business associate, shareholder (holding at least five percent of the outstanding shares of any class of shares), director, or managerial employee of an organization who has a matter for review before a public body.
 - ▶ A self-proprietor, partner, business associate, shareholder (holding at least five percent of the outstanding shares of any class of shares), director, or managerial employee of a competitor to a business that has a matter for review before a public body.
 - ▶ An applicant or property owner who has a matter for review before a public body.
 - ▶ An adjoining landowner to a property owner that has a matter for review before the Planning Commission or Zoning Board of Adjustment.
- (e) **"Immediate Family"** is spouses, civil union partners, children, stepchildren, parents, step-parents, brothers, sisters, grandparents, nephews, nieces, sons-in-law, daughters-in-law, fathers-in-law, mothers-in-law, brothers and sisters-in-law, and any dependents or other persons living in the employee's or volunteer firefighter's household.
- (f) **"Material"** is of real importance or great consequence, substantial, requiring serious consideration by reason of having a bearing on the outcome of an unsettled matter.
- (g) **"Official Act or Action"** is any legislative, administrative, appointive, or discretionary act of any public official, employee or volunteer firefighter of the Village (in his/her official capacity), or of any agency, board, committee or commission thereof.
- (h) **"Private/Personal Interest"** is something that is of direct or indirect material or financial benefit accruing to an individual or a member of the individual's immediate family.
- (i) **"Public Interest"** is the interest of the community as a whole conferred generally upon all members of the public.

- (j) **"Recusal"** is stepping aside from public office or duty during discussion and vote when a conflict of interest exists (as specified in Section 204).

4. CONFLICT OF INTEREST:

A public official, employee or volunteer firefighter is deemed to have a conflict of interest if s/he acts contrary to any of the following rules:

- (a) **Acceptance of Gifts and Favors.** A public official, employee or volunteer firefighter shall not accept anything of economic value, such as money, service, gift, loan, promise, gratuity, or favor from any person, business or organization involved in a contract or transaction with the Village, such that the item accepted could be considered as payment for a special act or treatment. This provision shall not apply to:
- (1) Attendance at a hosted meal when it is provided in conjunction with a meeting directly related to the conduct of Village business, or where official attendance by the public official, employee or volunteer firefighter as a Village representative is appropriate;
 - (2) An award publicly presented in recognition of public service;
 - (3) Occasional, non-pecuniary gifts of insignificant value.
- (b) **Appointment of Immediate Family Member or Business Associate.** A public official or employee shall not participate in the appointment, vote for appointment, or discussion of any appointment of an immediate family member or business associate, to any Village office or position. A public official or employee shall not use his/her position, directly or indirectly, to affect the employment status of an immediate family member or business associate.
- (c) **Supervision of Immediate Family Members.** A public official, employee or volunteer firefighter shall not supervise, hire, appoint, evaluate, or discipline the work or employment status of an immediate family member or the affairs of the organizational unit in which the immediate family member is employed.
- (d) **Personal Relationships in the Workplace.** Dating shall be prohibited between co-workers in power-differentiated relationships where one of the parties has decision-making authority over the terms or conditions of employment of the other party, including performance appraisals.
- (e) **Prior Knowledge of Property Purchases.** A public official, employee or volunteer firefighter shall not receive or have any financial interest in any sale to the Village of any property when such financial interest was received with prior knowledge that the Village intended to purchase said property.

- (f) **Contractual Arrangements.** A public official, employee or volunteer firefighter shall not influence the Village's selection of, or its conduct of business with, a person, organization or business having business with the Village if the public official, employee or volunteer firefighter, or a member of the official, employee's or volunteer firefighter's immediate family, has a financial interest in or with the person, organization or business. The public official, employee or volunteer firefighter shall not participate in the discussion, negotiation, or vote on contracts in which the official, employee or volunteer firefighter, or a member of the official, employee's or volunteer firefighter's immediate family, has a private financial interest and performs in regard to such a contract some function requiring the exercise of discretion on behalf of the Village.
- (g) **Financial Interest.** A public official, employee or volunteer firefighter shall not participate in any public business before a public body which affects his/her financial interest. Public business shall mean participating in the award of a contract, seeking or opposing a permit from a public body on which the official, employee or volunteer firefighter sits as the authority to grant or deny such permit soliciting employment from the Village, or otherwise requesting some status, right, or benefit from the Village that has financial value. This shall not include supporting or opposing the passage of a legislative measure unless such measure relates substantially to the public official, employee's or volunteer firefighter's private/personal interest rather than to the public interest.
- (h) **Representation of Private Party.** A public official, employee or volunteer firefighter shall not represent a private party in any matter before any Village public body. Nothing in this section shall prohibit a public official, employee or volunteer firefighter from representing his/her own interests before any Village public body. In such cases, the public official, employee or volunteer firefighter shall act only in his/her individual capacity and not also in any official capacity on behalf of the Village.
- (i) **Use of Confidential Information.** A public official, employee or volunteer firefighter shall not, without authorization, disclose or use confidential information acquired in the course of official duties. A public official, employee or volunteer firefighter shall not use any confidential information acquired in the course of official duties to further his/her personal interest.
- (j) **Unusual Relationships.** Whenever a public official, employee or volunteer firefighter has special or unusual (beyond being casual or reasonably common) relationship with a party to an official action of the public body on which the official, employee or volunteer firefighter sits, the official, employee or volunteer firefighter shall disclose the relationship and the body may advise as to whether

the official, employee or volunteer firefighter should recuse him/herself in accordance with the Section entitled "Definitions" of this policy.

If a conflict of interest, as defined above, is determined to exist, the public official, employee or volunteer firefighter shall disclose the conflict and recuse him/herself prior to any consideration and/or vote on the action being contemplated, in accordance with the provisions of the section entitled "Definitions".

5. EX-PARTE COMMUNICATIONS: BOARDS, COMMISSIONS AND COMMITTEES:

In any quasi-judicial matter (e.g., matter involving the issuance of a permit or approval), or the award of a contract, before a Village Board, Commission or Committee, a public official, employee or volunteer firefighter sitting on such Board, Commission or Committee, shall not, outside of that Board, Commission or Committee, communicate with or accept a communication from a person for which there are reasonable grounds for believing to be a party to the matter being considered, if such communication is designed to influence the official, employee's or volunteer firefighter's action on that matter. If such communication should occur, the public official, employee or volunteer firefighter shall disclose it at an open meeting of the Board, Commission or Committee prior to its consideration of the matter.

6. INAPPROPRIATE USE OF PUBLIC POSITION:

A public official, employee or volunteer firefighter shall not use his/her public position to further a personal interest or the interest of an immediate family member.

A public official, employee or volunteer firefighter shall not use the powers or prestige obtained through election, appointment or employment, to influence the decision of a subordinate on a matter where the official, employee or volunteer firefighter has significant private/personal pecuniary interest.

Public officials, employees or volunteer firefighters are empowered to discharge specific statutory duties in the public interest and should not interfere with the statutory duties of others.

A public official, employee or volunteer firefighter shall not attempt to influence Village staff's recommendations regarding matters in which the public official, employee or volunteer firefighter has a personal/private or financial interest.

A public official, employee or volunteer firefighter shall not use Village staff or resources to advance a personal/private or financial interest.

7. INCOMPATIBILITY OF OFFICES:

Incompatible offices set forth in 17 V.S.A., Section 2647, shall not be held simultaneously by any Village public official, employee or volunteer firefighter.

The Village Manager shall not hold the office of Village Clerk or Village Treasurer.

A Village Trustee shall not serve as a member of the Village Planning Commission or Zoning Board of Adjustment.

A member of the Village Planning Commission shall not serve as a member of the Village Zoning Board of Adjustment.

A member of the Village Zoning Board of Adjustment shall not serve as a member of the Village Planning Commission.

A Village Trustee, Planning Commissioner, or member of the Zoning Board of Adjustment shall not be an employee of the Village of Essex Junction.

8. FAIR AND EQUAL TREATMENT:

No public official, employee or volunteer firefighter shall grant or make available to any person any consideration, treatment, advantage or favor beyond that which it is the general practice to grant or make available to the public at large.

No public official, employee or volunteer firefighter shall request, use, or permit to be used, any publicly-owned or publicly-supported property, vehicle, equipment, labor, or service for the personal convenience or the private advantage of him/herself or any other person. This rule shall not be deemed to prohibit a public official, employee or volunteer firefighter from requesting, using or permitting the use of such publicly-owned property, vehicle, equipment, or material which is provided as a matter of stated policy for the use of Village public officials, employee or volunteer firefighter in the conduct of official Village business.

No public official, employee or volunteer firefighter shall discriminate on the basis of race, color, religion, national origin, or sex.

9. DISCLOSURE AND RECUSAL PROCEDURES:

Whenever a matter comes before a Board, Commission or Committee, on which any of the conflict of interest situations described in the sections entitled "Definitions," "Conflict of Interest" or "Ex-Parte Communications: Boards, Commission and Committees" of this Policy shall exist, the following provisions shall apply:

(a) The public official, employee or volunteer firefighter involved shall disclose to

the relevant Board, Commission or Committee, in an open public meeting, the nature of the conflict of interest, prior to any consideration of the matter by said Board, Commission or Committee.

(b) Following such disclosure, such public official, employee or volunteer firefighter shall leave the room and shall not participate in any consideration, discussion or vote on the matter before the Board, Commission or Committee. If the official, employee or volunteer firefighter wishes to address the issue at an open public meeting, the official, employee or volunteer firefighter may re-enter the room as a member of the public and participate as a member of the public. During deliberation and vote on the matter, the official, employee or volunteer firefighter shall not be present. The official, employee or volunteer firefighter may attend executive session to discuss the matter at the invitation of the Board, Commission or Committee, if such attendance complies with the statutory requirements of the Open Meeting Law.

(c) The public official, employee or volunteer firefighter shall not, during any part of the Board, Commission, or Committee meeting pertaining to the matter requiring the disclosure, represent, advocate on behalf of, or otherwise act as the agent of the person or business entity in or with which the official has such an interest or relationship.

The foregoing shall not be construed as prohibiting the official, employee or volunteer firefighter from testifying as to factual matters at a hearing of the Board of Trustees, Planning Commission, Zoning Board of Adjustment, or any other committee.

10. COMPLAINT OF ETHICS VIOLATION:

A person, who believes that an appointed public official, employee or volunteer firefighter of the Village of Essex Junction has violated any portion of this policy, may send or deliver a signed, written complaint to the Village Manager. The complaint shall include the name of the person alleged to have committed the violation and the specifics of the act(s) which constitute the violation. The Manager shall forward the complaint to the appropriate public official(s) for resolution.

Any complaint against an elected official shall be directed to the elected official. A person may ask an elected body to reconsider a matter that they believe involved an unethical act by an elected official.

11. DISTRIBUTION OF ETHICS POLICY:

Village Trustees: Annually at their organizational meeting, the Village Trustees shall, in a public meeting, review the Ethics Policy of the Village of Essex Junction. Each Village Trustee shall sign a form acknowledging that they have received and understand the Ethics Policy.

Boards, Commissions and Committees: Upon appointment and annually at their organizational meetings, all boards, commissions, and committees appointed by the Village Trustees shall, in a public meeting, review the Ethics Policy of the Village of Essex Junction. Each board, commission or committee member shall sign a form acknowledging that they have received and understand the Ethics Policy of the Village of Essex Junction.

Fire Department: Upon appointment and annually thereafter, the Fire Chief shall distribute and review with the volunteer firefighters a copy of the Village of Essex Junction's Ethics Policy. Each volunteer firefighter shall sign a form acknowledging that he/she has received and understands the Ethics Policy.

Department Heads and Full-Time Employees: Upon hiring and annually thereafter, Department Heads shall be required to distribute and review with their full-time employees a copy of the General Rules and the Personnel Regulations, including Ethics Policy. Each full-time employee will be required to sign a form acknowledging that he/she has received and understands the General Rules and Personnel Regulations, and Ethics Policy.

Elected Position: Each person seeking an elected position in the Village of Essex Junction shall be given a copy of the Ethics Policy of the Village of Essex Junction along with a petition.

Appointed Position: Each person seeking an appointed position in the Village of Essex Junction shall be given a copy of the Ethics Policy of the Village of Essex Junction upon submittal of a letter requesting appointment.

Adopted by the Village Trustees on 6/8/10.



April 15, 2014

George Tyler, Board of Trustees Village President
Village of Essex Junction
8 Acorn Circle
Essex Jct., VT 05452

RECEIVED

APR 16 2014

Village of Essex Junction

Dear George:

As you may be aware, the term for the representative and alternate member representing your community on the Chittenden Solid Waste District Board of Commissioners ends on May 31, 2014, or until their successors are appointed. You are the current Board Representative. The current Board Alternate is Daniel Kerin.

Charter provisions are provided below.

Appointment

The legislative bodies of member municipalities whose beginning letter begins with A through K shall appoint their commissioners and alternate commissioners in even numbered years...

Terms of Office

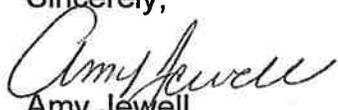
Each commissioner and alternate commissioner shall serve for a term of two years ending May 31, 2016 and until his/her successor is duly appointed.

It is important that the Board of Commissioner be able to communicate your communities' needs regarding waste management. CSWD will hold the annual organizational meeting on June 25, 2014 this year and it is recommended that the appointed representative attend this meeting.

Following the appointment, we ask that you forward a copy of the letter of appointment, or the minutes reflecting such action to the CSWD office at your earliest convenience. We also request that you notify us in writing if a commissioner resigns from his/her position.

Please feel free to contact me if I can assist you or if you have any questions regarding Board appointment. Thank You.

Sincerely,


Amy Jewell
Administrative Manager

cc: City/Town Clerk
Board Representative
Board Alternate

RECEIVED

APR 15 2014

Village of Essex Junction

April 14, 2014

To: Patrick Scheidel, Municipal Manager,
Essex Junction, VT

cc: Rick Jones, Public Works
George Tyler, Village Trustee President

Subject: Water contamination issue at the end of Maple St. continues!

Dear Mr. Tyler,

The public water supply to my home continues to be contaminated with an apparent ironoxide residue (see attached letter dated May 5, 2012). Public Works flusing of the main line results in only a temporary reduction.

I periodically flush my hot water heater and with a recent flusing the water was very dark brown, significantly worse than previous flushings. (This also adds to my electrical bill!) This material will go through a 2um filter and precipitate out on the bottom of the hot water tank or toilet tank and will dry to a fine powder. CWD tests made in May 2012 reported 5.2 mg/L iron (copy attached); but, this sample was made after flusing the house line. (The Safe Drinking Act for 1974 has a standard of 0.3 mg/ L. But, EPA does not even list Iron.)

I have been assured that this is not a health issue. However, I now plan to sell my home and I will have to disclose to a prospective buyer any known issues; and, anyone seeing water coming out of a tap, even lightly tainted, would definitely have negative reactions. Not only for the health concerns; but, also the issue of staining the laundry will be also questioned.

To assure a prospective buyer, I am requesting written documentation(s) from the Village of Essex Junction stating the form of iron which is causing the brown to yellow discoloration; and, that it is safe for human consumption and bathing. References to publications, reports, etc. would be more convincing data, as opposed to an individuals word.

And, to further inform a prospective buyer, what are the plans to fix this problem and when. (I see nothing in the 2014 or 2015 capital budgets that address this issue.)

To date, the only real evidence I have that this is not a health issue is that I am in good health and still alive, after living here for 40+ years.

Wayne Berry

Date: May 5, 2012

To: Dave Crawford, Manager
Essex Junction Village

From: Wayne Berry
202 Maple St.
Essex Jct., VT

Subject: An issue with contaminated water.

Dear: Mr. Crawford,

I am paying my water bill under protest. I do not feel that I should have to pay for an inferior product that the Water Dept. is supplying to me. We have had to put-up with contaminated water for months and probably years; but, it seems to have become worse (i.e. more evident) in the past year.

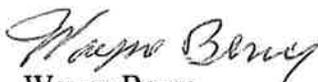
I was assured that this is not a health risk, but I am not confident that this is true. And, you can not convince "The Lady of the House" that it is not a risk. We have an expensive submicron water filter for a drinking supply, but it is still rather repulsive to take a shower and to expect to get real clean clothes.

I have had discussions with Mr. Jones and Tech. Larry, and; I understand that the problem is that we are at the end of an old main water line and the only real "fix" will be when a new main is laid for a proposed condominium complex down the street How many years before this will be done? We need clean water now!!

A recent tele-con with Mr. Jones suggested that he would contact Champlain Water District for advice on how solve this problem, but I am not optimistic that there is a "quick fix". Flushing the main line has not solved this problem! And, I should not have to flush 40-50 gallons every morning to clean my line.

As I see it, without major renovation of the main line, sub micron filters would have to be installed at each resident that has this problem (2um filters do not work). Will the village cover this cost? Do we have to go to the trustees to get a resolution for this issue?

Respectfully submitted,



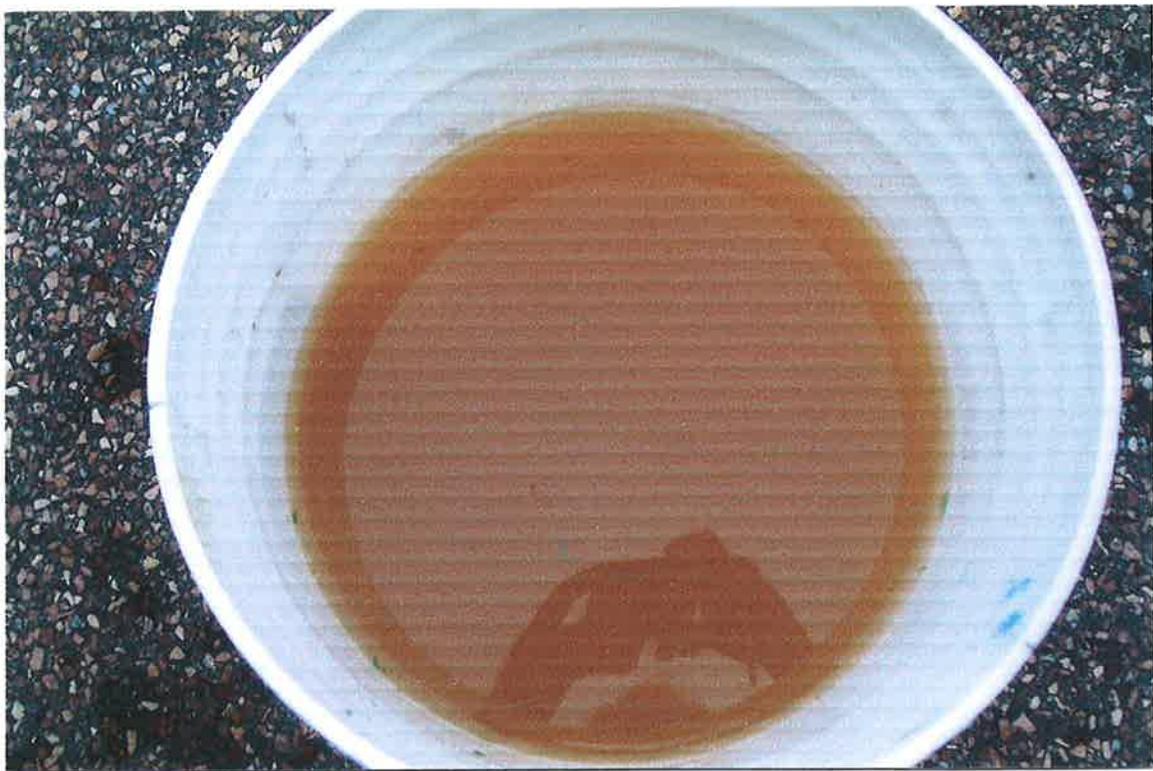
Wayne Berry

Tele. - 878-4031

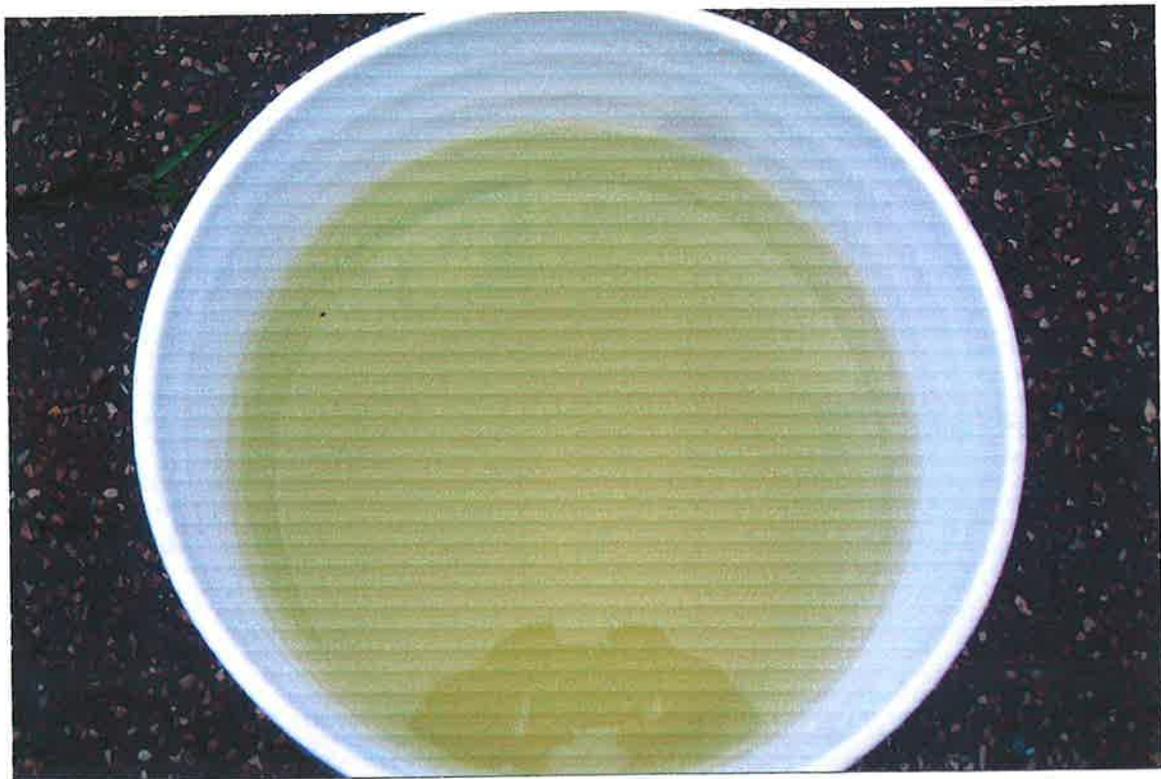
cc: Rick Jones, Public Works Superintendent

James Jutras, Water Quality Superintendent

Attachment: 04/27/2012 water bill and payment of \$92.76.



#1 - MAY 3, 2012 AM ~ 3 GAL DRAWN FROM OUTSIDE FAUCET



#2 - AFTER DRAWING ~ 20 MORE GAL OUT



#3

A

B

C

A - 5 μ m FILTER AFTER 6 MOS. (WHITE NEW)
INSTALLED AFTER METER
(CONTAMINANT PASSES THROUGH 5 μ m)

B - RESIDUAL WATER DRAINED FROM FILTER

C - WATER FROM # 1

NOTE: PHOTOGRAPHIC REPRODUCTION HAS TO



The economic engine of Vermont.

David A. Crawford
Village Manager
dave@essexjunction.org

Village Manager's Office
2 Lincoln Street
Essex Junction, VT 05452
www.essexjunction.org

Office: (802) 878-6944
Fax: (802) 878-6946
Cell: (802) 881-9599

May 21, 2012

Mr. Wayne Berry
202 Maple Street
Essex Junction, VT 05452

Dear Mr. Berry:

We are in receipt of your letter of May 5th regarding an issue of contaminated water. Rick Jones, Public Works Superintendent, is working through several solutions and indicated he has been in touch with you about them.

Please feel free to contact me if you have further questions or concerns.

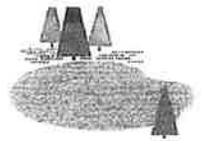
Sincerely,

David A. Crawford
Village Manager

cc: Rick Jones, Public Works Superintendent

CHAMPLAIN WATER DISTRICT

Dedicated to Quality Water & Service



First In The Nation ~ Excellence In Water Treatment
403 Queen City Park Road
Partnership For Safe Water
South Burlington, VT 05403

Phone: (802) 864-7454

June 8, 2012

Wayne Berry
202 Maple Street
Essex Jct, VT 05452

Dear Wayne,

The bacteriological results of the samples that were collected from your location on May 4, 2012 show acceptable disinfectant levels, no total coliform bacteria, and 105 Heterotrophic Plate Count bacteria(HPC)/ml(the USEPA standard is less than 500). These results and the CWD treatment process assure that this water is of a high sanitary quality. The sample collected at that time for Iron showed 5.2 mg/L of Iron. Attached is a listing of the results from the VT Dept of Health Laboratory, Endyne, and the CWD Water Quality Laboratory.

Please contact me at the District if you need additional information or to discuss these results.

Sincerely,

Michael G. Barsotti
Director of Water Quality & Production
Champlain Water District

cc: Rick Jones, Village of Essex Junction



MEMORANDUM

TO: Village Trustees
FROM: Pat Scheidel, Village Manager
DATE: April 29, 2014
SUBJECT: Trustees Meeting Schedule

TRUSTEES MEETING SCHEDULE/EVENTS

May 13 at 6:30 – Regular Trustees Meeting

May 24 at 10 AM – Memorial Day Parade

May 27, 11 AM - 5 PM – Trustees Retreat

- FY 15 Water Rate Hearing

June 3, 3-5 PM – Employee Appreciation Party

June 10 at 6:30 – Regular Trustees Meeting

- Interviews/Appointments to Commissions & Committees
- Resolution to cover budget overages

June 24 at 6:30 – Regular Trustees Meeting

- Set FY 15 water/sewer/sanitation rates
- Annual appointments for Clerk, Attorney, Fire Chief & Engineer

July 4 at 9:30 PM – Fireworks at Maple Street Park

July 8 at 6:30 – Regular Trustees Meeting

July 19, 5-10 PM – Block Party & Street Dance

July 22 at 6:30 – Regular Trustees Meeting

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
MINUTES OF MEETING
April 3, 2014**

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

ADMINISTRATION: Robin Pierce, Development Director; Jim Jutras, Water Quality Superintendent.

OTHERS PRESENT: Regina Mahoney, Linda McKenna, Jessica Martin.

- AGENDA:**
1. Call to Order
 2. Audience for Visitors
 3. Additions/Amendments to the Agenda
 4. Minutes
 5. Work Session: Comprehensive Plan
 - Utilities/Facilities
 - Transportation
 6. Other Planning Commission Items
 7. Adjournment
-

1. CALL TO ORDER

Diane Clemens called the meeting to order at 6 PM and noted a representative from CCTA will not be in attendance to discuss the public transit portion of the Transportation section of the village plan, but a copy of the presentation on CCTA's transit development plan and service planning process was submitted for review.

2. AUDIENCE FOR VISITORS

Jessica Martin mentioned the plan to solicit ideas for the village center area. Diane Clemens clarified there is a charette planned by the Trustees to discuss potential development ideas for the village downtown.

3. ADDITIONS/AMENDMENTS TO THE AGENDA

None.

4. MINUTES

March 20, 2014

MOTION by John Alden, **SECOND** by Amber Thibeault to approve the minutes of 3/20/14 with capitalization of proper names as noted (Main Street and Crescent Connector). **VOTING:** unanimous (5-0)[Nick Meyer not present for vote]; motion carried.

5. WORK SESSION: COMPREHENSIVE PLAN

Utilities/Facilities

Water Quality Superintendent, Jim Jutras, reviewed amendments to the Utilities section of the plan, noting the following:

- The waste water treatment system in the village is ranked at a “good” or better level. The system is old, but well-built and maintained.
- Infiltration into the system and ground water is constantly monitored and is within industry standards.
- Sludge and biosolids from the treatment plant are in a beneficial reuse program.
- The village is a MS-4 permit holder and working with the town for consistency in meeting flow objectives in the Sunderland Brook and Indian Brook watersheds. An ordinance is being drafted for both the village and town to bring expired permits into compliance.
- The plant has adequate capacity according to a build-out analysis done several years ago.

There was mention of on-site storm water management with developments and impact fees for infrastructure improvements. Jim Jutras stated impact fees have been discussed, but no action taken at this point in time. There was mention of a few on-site septic systems still in use in the village and querying the property owner about desire to connect to the municipal system.

The following edits were made to the Utilities/Facilities section of the plan:

- Section 6.2.2 Sludge, paragraph beginning “Dry weight basis...” – change “subcontractor high solids dewatering” to “on-site dewatering”.
- Section 6.4 Storm Water Drainage System – Jim Jutras will update the section with Robin Pierce and Regina Mahoney and add language on the Joint Storm Water Committee.
- Section 6.5 Streets/Sidewalks – move text to Transportation section.
- Section 6.6 Public Utilities - rewrite with generalized language rather than listing different providers and make a note of providing high speed connections.
- Section 6.9 Fire Department:
 - Rewrite first paragraph to read: “Essex Junction Volunteer Fire Department reviews all types of dwellings within the protection area to confirm fire protection needs.”
 - In the second paragraph note that the 2014 ladder truck was purchased.
 - In the paragraph beginning “In addition to equipment and building needs...”, sentence reading: “The adoption of a Build Code...” – change “Build” to “Building”.
- Section 6.10 Police – Update the text to reflect the current situation (i.e. new police station to be complete by 2015).
- Section 6.11 Rescue, paragraph beginning “Approximately 10 percent...”, sentence reading: “A new Subscription Plan...” – delete the word “new”.
- Section 6.11 Goal 1, Objective 1.8 (lease sewer capacity) – ask Trustees if this objective should be deleted.
- Section 6.11 Goal 1, Objectives 1.9 and 1.10, participation in Champlain Water District – Objective 1.9 may not be needed because this is occurring now and the Trustees need to confirm if voting membership is still being sought (Objective 1.10).
- Section 6.11 Goal 1, Objective 1.11 – delete the word “Future”.

- Section 6.11, Goal 4 – add as Objective 4.4 “Establish a committee to evaluate future location and needs of the Fire Department.”
- Section 6.11, Goal 3, Objective 3.2 – rewrite to read: “Continue to maintain assessments and inventory of sidewalks including handicap access, length, width, and deficiencies (heaving, drainage).”
- Section 6.11, Goal 5, Objective 5.2 – delete the sentence reading: “Keep statistics on the total number to equal or exceed the number in 2002.”
- Section 6.11, Goal 5 – add Objective 5.6 to read: “Continue and expand online resources.”
- Section 6.11, Goal 6 – insert “and municipal functions” between “buildings” and “in the village center” in the first sentence (sentence to read: “To maintain existing public buildings and municipal functions in the village center...”).
- Update all maps in the plan.

The Planning Commission will ask the Fire Chief to attend a future work session to discuss the language in Section 6.9 and ask the Police Chief if there are any police goals and objectives to be included in Section 6.11.

Transportation

The information from CCTA was reviewed. Clarification is requested on the following:

- How does the village fit in the transit development plan;
- What are the trigger points for alternate or additional routes (i.e. would 300 new housing units on Thasha Lane in the village trigger a change in route);
- What are the trigger points and how is information disseminated about upgrades, such as the latest technology being available;
- Would CCTA do a demonstration project at the fairgrounds for service on the second Sunday of the Champlain Valley Fair.

Add to Section 8.4 text about the vision being more public transportation that is easy to get to and acknowledge this requires more concentration and density of development. Recognize the existing relationships of CCTA trunk lines and development.

6. OTHER PLANNING COMMISSION ITEMS

Next meeting: April 17 (work session)

- Agenda:
- Land Use
 - Transportation
 - Implementation
 - Top five goals & priorities for the plan
 - Maps

7. ADJOURNMENT

MOTION by David Nistico, SECOND by Nick Meyer, to adjourn the meeting.

VOTING: unanimous (5-0)[Amber Thibeault not present for vote]; motion carried.

The meeting was adjourned at 8:10 PM.



**Village of Essex Junction
2014 Block Party Committee Meeting Minutes
April 21 at 3:30 PM**

Present: Bridget Meyer, Brian Roy, Darby Mayville and Patty Benoit.

The group reviewed the participant list, which is already quite full. We discussed what the options are if we need more space. The National Guard has offered to bring the climbing tower and up to three small sport inflatables (football toss, baseball throw and soccer ball kick.) The mini boot camp by Injury to Excellence will be back so there was some concern about space for everything. Bridget asked about using the federal building parking lot for activities instead of just parking. We only did that once in the past because there was a lot of red tape involved due to liability issues. We'll check with our contact at the General Services Administration.

Darby is talking with the chiropractor's office on Lincoln St. about having a presence. Dino's Pizza and More signed up, as well as the Hungry Dutchman, but we can always use more food vendors. Bridget will reach out to some from Essex or Essex Jct. who are at the farmers market.

We had an email from Carmen Legala, who said she is part of the nation's only touring all-female comedy group called Vermont Comedy Divas. Carmen is a local resident and she asked if they could do a comedy night at the block party. She said they have a charitable component called "Divas Do Good" and have raised a lot of money for different organizations around Vermont and New England. She mentioned doing the show in Murray's Tavern and we agreed that an inside venue would be best since we've booked two bands for the stage. After looking at the comedy group's website, the committee thought they would be a nice addition to the block party if the owner of Murray's is agreeable. They would charge a very reasonable amount and proceeds could possibly go to the local food shelf.

In regard to the glow run, Brian mentioned there was concern on the part of the police and fire department about a night run and they would meet with them again to try to come to an agreement about the route.

Sponsorships are coming in great, two new ones have signed up so far – Green Mt. Harley Davidson and Depot Home & Garden.

The meeting adjourned at 4:20 PM. The next meeting will be May 19 at 3:30 PM.

Respectfully submitted,
Patty Benoit

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

**VILLAGE OF ESSEX JUNCTION
BIKE/WALK ADVISORY COMMITTEE
MINUTES OF MEETING
APRIL 21, 2014**

MEMBERS PRESENT: Rick Hamlin, Phoebe Spencer, Jud Lawrie, Jeff Frolik

OTHERS PRESENT: UVM Engineering Students: Torrey Adair, Michael Keach, Caleb Kernan, Ryan Spangenberg, Timothy Tabor

ADMINISTRATION: Darby Mayville, Community Relations and Economic Development Assistant

1. CALL TO ORDER

Rick called the meeting to order at 6:00 PM.

2. AGENDA ADDITIONS

None.

3. MINUTES REVIEW

Rick asked that the following be changed in the March minutes. On page three, paragraph three, Eric should be quoted rather than Rick. He also asked that the phrase "mission statement," also on page three, be changed to "proposed Village mission statement."

There were no other comments; however no action on the minutes was taken due to a lack of quorum.

4. UVM DESIGN TEAM PRESENTATION

Rick said that the students are here to present a project that they have been working on all semester: a multi-use path to connect West Street and Pearl Street. He said that this presentation has two purposes: for the students to improve their professional presentation skills, and for them to improve their project. As a result of this, comments and questions about these two elements will be addressed separately.

The students presented a Power Point to the committee detailing the project.

The following questions/comments regarding the project design were presented by various members of the Bike/Walk Advisory Committee to the students:

Question	Answer
----------	--------

What are the next steps in your project?	We will finish our drawings, make a poster, prepare a report, and complete a final presentation.
Were different bridge designs considered for this project?	No, the proposed bridge design is “off the shelf,” meaning that it would be purchased as is.
How many lights will be included with this project?	Lighting plans are still being developed.
What other attractions are near the path besides the community gardens and dog park?	None, the design of the path is based on current desire lines and tracks observed in the snow.
Is there currently enough parking in the area?	No, additional parking is needed.
Would the path be plowed?	Yes.
What is cost of the continued maintenance for the path?	It has not been calculated yet; however it is always acknowledged that paving projects will require funds to maintain.
Could this path be used to provide access to Hiawatha School?	This option was not studied.
Why is the path curved rather than straight?	A straight path would involve going through private property.
Are there any problems with the build option?	None discovered so far. The sandy soils will actually make the area easy to excavate.
Did your group count the number of people crossing the tracks at a given time?	No.
What signage will be used to direct people to the path?	None is proposed at this time. Fencing could be used to keep people out of the illegal crossing areas and encourage them to use the multi-use path.
Has any public input been gathered?	None except for this meeting.
Who do you think the prime stakeholders are?	Residents living near the path, fairgoers, and owners of the abutting Pearl Street businesses.
What do you think the biggest challenge with this project is?	Convincing the railroad that this project is necessary.

The following general presentation improvement ideas were presented to the students:

- Jud suggested that the students consider using a laser pointer.
- Jeff said that the animations used in the Power Point were very useful, and that more could be used throughout the presentation.
- Phoebe said that more location detail would have been helpful, especially when presenting to a group who may not be familiar with the area. She also suggested notating ADA compliance in the final design.

5. PRESENTATION FROM JEFF ON CHAPEL HILL, NC

Jeff shared the following facts with the committee:

- Chapel Hill established a Bike & Pedestrian Advisory Board in 2004.
- Chapel Hill is a college town with a population of 57,000. This makes it similar to Burlington.
- The town recently received a grant from the North Carolina Department of Transportation to develop a new bike plan. This plan is just focused on biking, not bike and pedestrian activities combined.
- All bus transit is free, and all buses have bike carriers. Jeff suggested that Essex Junction could consider offering free bus transportation from the train station if it wanted to follow this model.
- Chapel Hill has a master plan called Design 2020, which states goals that are intended for completion by that date.

Rick said that the plan design is good. He mentioned that Chapel Hill used a Wiki Map tool where people can login and point out concern areas. Darby mentioned that Burlington used something similar in the past, and offered to connect with a former co-worker in Burlington to learn more about how this was used. This idea is appealing due to the fact that citizens can weigh in from home, and do not need to take time out of their schedule to attend a meeting.

6. MASTER PLAN & NEXT MEETING

Rick said that the natural next step for the committee is to create a Bike/Walk Master Plan for Essex Junction. This will include what types of facilities currently in Essex Junction, and what is desired. It can be developed either on paper or online. This will also make obtaining funding easier, due to the fact that many grants require projects to be in some type of planning document before they will offer construction funds.

It was decided to move the next meeting to May 12th, due to committee member vacations. This meeting will begin with a ceremonial detector loop painting at the intersection of Park St. and Iroquois Ave. The Village Trustees and Village administration would be invited to this. Members are encouraged to bike or walk to the meeting. In case of inclement weather, the painting will be postponed.

Phoebe will be presenting on Davis CA at the next meeting. She lived in Davis for several months. Davis is an interesting city to study due to the fact that was was planned as a bicycle friendly city, and thus did not have to be retrofitted.

7. PUBLIC COMMENT

None.

8. MEETING SCHEDULE

Next meeting

- May 12, at 6 PM.

Agenda Items

- Ceremonial Detector Loop Painting. Meeting will begin at the intersection of Park St. and Iroquois Ave.
- Minutes Review.
- Report on Bike Friendly Community Application, League of Bicyclists
- Presentation by Phoebe on Davis, CA.
- Planning of Friday night bike rides.
- Public Input.

9. ADJOURNMENT

MOTION by PHOEBE, SECOND by JUD to adjourn the meeting. VOTING: unanimous; motion carried.

The meeting was adjourned at 7:09 PM.

Respectfully submitted, Darby Mayville

**VILLAGE OF ESSEX JUNCTION
CERTIFICATION OF RESULTS
ANNUAL ELECTION
APRIL 8, 2014**

Number of Voters on Checklist	7206
Number of Voted Ballots	736
Number of Blank ballots	9
Annual Meeting 4/2	119

Under Article 5 of the Warning:

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

<u>Office</u>	<u>Name</u>	<u>Number of Votes</u>
Moderator	Paul Dame	175
	Steven Eustis	427
Trustee (2, 3-year term):	Dan Kerin	482
	George Tyler	531
Library Trustee (5 yr term)	Andy Kolovos	580

Special Village Election April 8, 2014:

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)?

Yes	539
No	161

Attest:



Susan McNamara-Hill, Village Clerk



CHITTENDEN COUNTY RPC
Communities Planning Together

110 West Canal Street, Suite 202
 Winooski, VT 05404-2109
 802-846-4490
 www.ccrpcvt.org

RECEIVED

APR 18 2014

Village of Essex Junction

George Tyler, President
 Essex Jct. Village Trustees
 2 Lincoln Street
 Essex Jct., VT 05452

April 17, 2014

TO: Chittenden County Regional Planning Commission Member Municipalities and CCRPC Representatives

FROM: Bernadette Ferenc, Transportation Business Manager

RE: Notice of Public Hearing to Review FY2015 Unified Planning Work Program & Proposed CCRPC Bylaw Amendments

At its meetings on March 19th and on April 16th, the CCRPC voted to warn **two public hearings for Wednesday, May 21, 2014 at 6:15 p.m.** at its offices at 110 W. Canal Street, Suite 202, Winooski. This mailing provides the communities of Chittenden County with a 30-day notice of the public hearings as required by our bylaws. Copies of this hearing notice and enclosures are being sent to municipal clerks for posting on public bulletin boards.

The first hearing is to review and hear public comments on its proposed FY2015 Unified Planning Work Program (UPWP) and budget. The UPWP includes the tasks the CCRPC proposes to have completed by staff and/or consultants during our fiscal year, which will run from July 1, 2014 through June 30, 2015. We are enclosing a copy of the full document for your review.

The second hearing is to hear comments on proposed amendments to the CCRPC Bylaws. At the time that the CCRPC and CCMPO merged in 2011, there was a commitment to revisit the bylaws to address any changes that might be needed after using the merged bylaws for a few years. The proposed bylaw amendments include clarifications of: municipal, regional, and transportation board members; duties of officers and the executive committee; how the transportation plan integrates into the regional plan; and, how chairs are selected for some committees. A track change version of the bylaws is enclosed.

Please review the proposed UPWP and budget at <http://www.ccrpcvt.org/workplan> and contact your CCRPC representative or Michele Boomhower, CCRPC Assistant/MPO Director (mboomhower@ccrpcvt.org or 846-4490, Ext. 15), with any questions or comments. Information regarding the full list of project ideas submitted through our UPWP solicitation process conducted during January and February may also be found on our website. Any suggestions submitted by municipal staff, commissions, associate transportation organizations and the public are included on the list, along with the disposition of processing the request.

Please review the proposed Bylaws amendments at <http://www.ccrpcvt.org/aboutus/bylaws> and contact your CCRPC representative or Charlie Baker, Executive Director (cbaker@ccrpcvt.org or 864-4490 Ext. 23), with any questions or comments.

Public comments will be accepted, in writing (mailed to CCRPC, 110 West Canal St, Ste 202, Winooski, VT 05404) or via email, until the scheduled public hearing on May 21st. Citizens may also provide oral comments at the public hearing.

bf

Enclosures (to municipalities only)

- Proposed FY2015 Unified Planning Work Program (UPWP) and budget
- Proposed CCRPC Bylaws with track changes

Patty Benoit

Subject:

FW: Advisory Council

Village Recreation Seeks Council Members

The Essex Junction Recreation and Parks (EJRP) Advisory Council is looking for two new representatives – one youth and one adult, to help with the development and maintenance of a comprehensive system of leisure and recreational services in the community. Members must be a resident of the Village of Essex Junction and should have an interest in recreational programs, planning, operations, and identifying community needs.

This is an exciting opportunity to get involved in the community. Recreation plays an important role by providing programs and parks that promote healthy choices. The open adult seat is a three year term, while the youth seat is a one year term. The Advisory Council meets monthly and terms begin in July.

The Essex Junction Recreation Department oversees a variety of community programs. During the summer the Department employs over one hundred counselors, lifeguards, officials, and coordinators for youth programs, sports camps, day camps, the Maple Street Pool, and more. During the school year, EJRP runs the Village Kids afterschool program at Hiawatha, Summit Street, and Fleming school, and the EJRP Preschool Program. There are also many opportunities for youth and adults to participate in recreational and educational classes, leagues, and programs. The Department oversees activities at Cascade Park, Stevens Park, and Maple Street Pool and Park. Village Recreation also partners with many other local youth organizations, including Essex CHIPS, Essex Junction Little League, Essex Youth Football, Babe Ruth Baseball, the Essex Senior Citizens, and more.

Interested candidates should write a brief letter to the Council Chair, Deb Carlin (debneil@comcast.net), expressing interest, and indicating the experiences and qualities that they would bring to the Council. The deadline for letters of interest is May 11. If you have questions, you can call the Recreation Department at 878-1375, or log on to their website www.ejrp.org.

--
Brad Luck, Director
Essex Junction Recreation and Parks
"We Create Community through People, Parks, and Programs"
75 Maple Street
Essex Junction, VT 05452
802-878-1375
bluck@ccsuvt.org
www.ejrp.org

a member of the:

Positive Youth Sports Alliance of Essex

"Promoting a positive sports experience that will teach lifelong lessons through personal growth and healthy competition"

www.pysaessex.org

RECEIVED

APR 21 2014

Village of Essex Junction

April 21, 2014

Dear Trustee and Village President Tyler,

First of all, thank you for serving the Village of Essex Junction.

Thank you also, in advance, for taking the time to read this rather long letter, especially coming off of the time-consuming work of preparing for the Annual Meeting. I appreciate having my voice heard.

The *Essex Reporter* printed a letter to the editor from me on February 6 of this year. My original letter, which pertains to development of the former bank property at Five Corners, was edited down to meet their submission guidelines, as I knew it would be, but it is important to me that I share the letter in its entirety with you. I have tacked the original onto the *end* of this letter.

Before I get to that, I would add that I was encouraged when I read of the decision of the Board to be proactive with regard to future redevelopment. First there was the article in the *Reporter* on February 27 referring to the Trustees' plan to engage, among others, village residents for input on issues affecting redevelopment projects, wherein Mr. Tyler states that "by the time an application gets to the planning commission, the degree of input that the community has to influence it is very limited." Second, I read the Village newsletter of March, which, referencing the same decision, referred to the incorporation of "a consensus of citizen input to the greatest extent possible."

As Mr. Tyler stated, and I quote, it is unlikely that any large infrastructure or building will project will conform to everyone's ideals. Indeed, that statement rings true for any group situation—be it a town, village, congregation, club, school, country, etc. But I do feel that the decision is a step in the right direction, and I applaud you for coming to it.

That said, I have tried my best to crystalize here for you what is at the root of my concern with relatively recent events in the Village. And I have tried to do it respectfully, so I hope it comes across that way.

First of all, it is clear to me that a slow metamorphosis is taking place in the Village. So slow, in fact, that it might not be readily perceived. But were I to leave the Village and return in ten or so years, it would be quite obvious. Certainly, such is the case most everywhere. Change happens to communities everywhere, and it would be naïve of anyone to think a community is immune to it. Still, the changing face of the Village that I am witnessing would seem incongruous to what the name "village" implies, not to mention contrary to what has appealed to me for the nearly 16 years I've lived here with my family.

As you'll see in my letter to the editor, I get the sense that someone is driving a plan to create a small city out of the Village. I believe change can happen in the form of improvements without the need for excessive growth. Ditto revitalization. Thoughtful growth is one of the core values identified by the Heart & Soul of Essex. *Thoughtful.*

Over the past few years, a large number of apartment buildings have gone up in or very near to the Village. I associate apartment buildings with cities. Along with high-volume housing in general comes a swifter increase in the local population—as compared to an increase generated by single-family homes and/or apartment buildings with fewer units.

Without the facts before me, all of this additional housing will likely increase the number of school children needing to be served by the Village schools, some of which are already at capacity. As an aside, the sheer number of support staff on the payroll at Summit Street School, for example, has increased exponentially in the past eight or so years, to a mind-boggling degree.

Is all of this “thoughtful growth”? I’m not sure.

If the Village is indeed meant to be urbanized, if that is the plan, are we prepared to deal with the urban problems that tend to go along with that? Look how long we lived with the allegedly illicit massage parlor in our midst before anything was done about it (even if passively). There have been stories in the Free Press about gang activity in Burlington, and rumors of such closer to home. The leadership at EHS and the police department have been fairly tight-lipped about statistics surrounding the topic of drug activity at EHS, but the students don’t call a certain area at the school “the drug lobby” for nothing.

Rumors are sometimes just that. But they sometimes do reflect reality. Another rumor that has made its way to my ears is that of human trafficking with regard to certain Chinese food establishments in the Village. (This is fresh hearsay, not the story behind the demise of the former Ming’s restaurant.) Granted, these things aren’t exclusive to the urban scene. But my point is that we already have our fair share of negative issues here in the Village, not all of which make it into the newspaper, and not all of which seem to be under control. Do we want that number to increase or decrease?

I’m not about blowing things out of proportion and being overly dramatic; I’m about nipping things in the bud, and taking preventive measures.

The IBM plant is a sinking ship. Between residents pulling up stakes as a result of that fact, and those choosing to leave because they don’t like what’s happening, is the Village at risk of ultimately becoming economically depressed, the landscape dotted with For Sale signs? If I sound like I am concerned about the value of my property as a homeowner, that’s because I am.

Retail businesses have come into the Village that traditionally market to people living at a lower socio-economic level. These stores represent diversity in retail while addressing the needs of residents that fall into that particular demographic. They also would seem to represent a shift in the overall demographic. And so be it if that is true.

Certainly, the Village can’t afford to say “No” to anyone wishing to do business here or to develop. That is also probably illegal. But in the interest of creating a vibrant, thriving and economically strong downtown area and environs that enough residents would be interested in spending their time and money in, perhaps some money needs to be spent on a new position: that of marketing/PR director, someone who truly has the Village’s best interests in mind and who can be effective in luring a *variety* of businesses and establishments to the area.

If I see one more pizza/wings place, pub, or Chinese restaurant open up here, I’m going to scream. The number of these per capita, especially along Route 15 between Susie Wilson Rd. and the Essex Shoppes (going outside of the Village) seems ridiculously high. For that matter, the number of nail salons per capita seems high, too. Yet I suppose there must be a market for them if they have remained in business this long. Still, I would love to see more variety instead of more of the same.

It is obvious that businesses have an impact on the *flavor* of an area, be that area a street, a neighborhood, or an entire village. Remember the public outcry over the application by the owner of the smoke shop?

What's the flavor of the Village? What do we want to be known as?

Onto my second main point. Without repeating here what I said in my letter to the editor, the bottom line is that I just want to feel confident that I'm being told the whole truth, minus the rhetoric. And I want to be assured that someone in a position of authority is paying attention.

It has been my experience with developers, *in general*, that dealings with them—*as part of a group, not individually*—have left a poor taste in my mouth and left me with eroded trust in the developer. A case in point being the development that's going in at the top of Woods End Drive and will extend down to River Rd. While my own property does not abut and is therefore not directly affected by this development, I was a member of the special interest group that was formed among concerned neighbors—abutting and otherwise—to advocate for themselves in this issue, essentially to ensure the developer followed the regulations.

Additionally, I am familiar with the firsthand account of one of my neighbor's interactions with the community development director for the village as regards this development, interactions that left this neighbor irate and left both of us wondering the same thing, "Is anyone paying attention?" As residents and taxpayers, it is a frustrating thing to feel. If not for the bull-by-the-horns neighbors who had the wherewithal to initiate the special-interest group, the development might have gone on without scrutiny.

So what am I asking of you? Just to be heard. I would like to know that my words are not falling on deaf ears, and that those making decisions in the Village might take into consideration the points that I have made here.

It took an independent newspaper based in Burlington to get rid of the massage parlors. It took a group of residents to be watchdogs on a proposed development. It took a flock of mothers to clean up the drugs in their neighborhood (according to the title of a talk advertised at the Brownell Library). Is enough being done by the powers that be, including law enforcement?

I am not looking for a personal response, but am available should you desire further clarification.

Sincerely,



Beth Glaspie
20 Corduroy Road

Letter to the Editor, February 6, 2014

***I just finished watching the nearly 4 hours of footage from the Planning Commission's Dec. 19 meeting regarding the final site plan review of the proposed building at 4 Pearl St. I confess that I can't possibly stay as informed as I would like on all the issues affecting residents of Village by attending all the meetings and hearings. As such, I appreciate the coverage in this paper and the availability of taped proceedings thanks to Channel 17.

While I admit to not always staying in the loop, I think I would have noticed if someone had sent out a decree that the Village is to become a city. Yet throughout the meeting, the word "urban" was used repeatedly in reference to Essex Junction—by the presenters, members of the commission, and even some residents.

The lead architect stated that the consensus of the board was to "avoid a suburban feeling project" with this project. He also stated that the area in question is a place in the Village where "intense development was expressed through the land development reviews as being desirable." Then he added that when his team proposed a four-story building, the community development director actually said, "Why only four?"

Who or what entity is driving this push to create a more urban look and feel to the Village? I don't remember voting on that. Did we? Is that really what the majority of residents want? I choose to live in the Village for a reason. If I wanted urban, I'd have moved to a city. If this four-story building goes up as planned, will that then pave the way for demolition and like development of the neighboring parcels along Park Street?

I love snow. I don't like being snowed. Yet I sometimes felt while watching the footage and following the story here that that's what is happening. It seemed there were inconsistencies and gray areas, some of which I explain here. Two of the major concerns voiced about the proposal were increased traffic and inadequate parking. The presenters tried to mitigate concerns by comparing figures about "trip generation" for the bank (100 trips/hour) vs. a marked decrease in trips generated by a mixed-use property, stating that the latter would result in a 60-trip reduction. Those figures seemed implausible to me, and in fact later in the meeting it came out that the data were taken from a reference manual and were based on square footage rather than projected occupancy. The facts were distorted.

I read in this paper that the planning commission is requiring the developer to conduct a new parking and traffic study when the building becomes 50 percent occupied. During the meeting, they said "after six months of occupancy." Either way, won't it be a moot point by then?

During the explanation of the reduction of parking space size, I heard both 8' and 8.5' given as the new width. Regarding the removal of the trees on the lot, I heard, "We had the trees looked at by somebody, who told us they're starting to die." Who is "somebody"? I'd feel better knowing it was an arborist. Another reader has written about the fact that the planning commission stated that the meeting for final approval would be held at a larger venue because the first had generated so much opposition. This did not happen.

There was much talk about the "social space" that would theoretically be created along the sidewalks, space for benches and tables for restaurants that might go in. Maybe some will want to sit alongside the noise and exhaust, but it won't be me. I love an outdoor café, but location is key.

I wonder whether there could be a compromise. Why not three stories, with fewer residential units and fewer commercial tenants, and therefore potentially fewer cars?

It's a shame that we couldn't have done something with the existing building and not subject the Village to 16 months of construction chaos that will disrupt an already infernal traffic situation.***



MEMORANDUM

TO: Village Trustees and Pat Scheidel, Village Manager
FROM: Robin Pierce, Community Development Director
DATE: April 29, 2014
SUBJECT: Connector Road Update: Environmental Assessment Process

Issue The issue is the review of the Environmental Assessment (EA) by the Environmental Program Manager for the Vermont Division of the Federal Highway Administration.

Discussion The Environmental Assessment, the Public Hearing transcript, comments and responses have all met the standard required to be issued a Finding Of No Significant Impact (FONSI). This action means that the FHWA have granted location/design approval for the proposed action; the Connector Road. The Village is thus enabled to move the project forward to the next stage which is preliminary design and then right of way (ROW) documents.

Cost No cost to the Village.

Recommendation This Memo is an update on the Connector Road progress.



621803
April 23, 2014

George Tyler
Village President
Village of Essex Junction
2 Lincoln Street
Essex Junction, VT 05452

RECEIVED

APR 25 2014

Village of Essex Junction

**SUBJECT: Village of Essex Junction
STP 5300(13)
Crescent Connector Project
Revised Environmental Assessment (EA)**

Dear Mr. Tyler:

The purpose of this letter is to inform you that the Revised EA has been completed for the above referenced project and is available for viewing. A hard copy (print) version is available at the Village of Essex Junction offices, and a PDF version is available via the internet by following either of these links:

- www.dubois-king.com/crescent-connector
- www.ccrpcvt.org/crescent-connector-project

The Revised document contains the responses to comments received during the Public Notice period, and a copy of the Public Hearing transcript. This project has been identified for FHWA funding.

A Finding of No Significant Impact has been issued by the FHWA.

Should you have any questions, please do not hesitate to contact Mr. Robin Pierce at the Village of Essex Junction (802-878-6950), or me at the number indicated below.

Very truly yours,

DuBOIS & KING, INC.

John K. Benson, P.E.
Environmental Division Director

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
April 8, 2014**

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

ADMINISTRATION: Pat Scheidel, Village Manager; Lauren Morrisseau, Co-Assistant Manager & Finance Director; Darby Mayville, Community Relations Assistant.

OTHERS PRESENT: None.

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

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

2. AGENDA ADDITIONS/CHANGES

Add to Manager's Report:

- Update on Green Meadows Eviction Notices
- Change April 22nd Board of Trustees meeting to April 29th

Add to New Business:

- Website considerations
- Public input to village website

Add to Reading File:

- Note from Andrew Brown regarding absence from meeting

George Tyler publicly thanked staff and Dr. Rubman for the effort to find temporary housing for residents of Thasha Lane so their children can complete the school year.

3. GUESTS AND PRESENTATION

1. Comments from Public on Items Not on Agenda
None.

4. OLD BUSINESS

1. Draft Communications Policy

George Tyler noted the Trustees at all times are representing the village and themselves and should be aware that what is said could be broadcast. Staff is not called upon to express an opinion. Pat Scheidel said his practice is to pass on questions to the staff member with the appropriate expertise and inform the inquirer of the action taken. There was agreement an individual board member can comment on a village event or matter, but controversial issues should be addressed by the Board of Trustees as a whole. A statement will be added to the communications policy indicating communication with more than one trustee is not allowed per the open meeting law. Electronic communication between

- July 4, 2014 @ 9:30 PM – Fireworks at Maple Street Park
- July 19, 2014 @ 5 PM-10 PM – Block Party & Street Dance

2. Green Meadows Eviction Notices

Staff will monitor the matter. Elaine Sopchak suggested staff review the Land Development Code to see if a requirement can be incorporated that the school board must be notified if a development application is approved that will impact the school district by loss or addition of students. Also, Dr. Rubman should be asked to refrain from having his tenants leave during the school year if possible or at least give them a 90 day notice.

3. UVM Student Presentations

UVM students will be presenting engineering projects in the village.

4. Meetings

Meetings continue with staff and community members.

7. TRUSTEES COMMENTS/CONCERNS & READING FILE

1. Board Member Comments

- May 27, 2014 is the agreed upon date of the Trustees retreat starting at 11 AM and ending at 5 PM. The work session will discuss where the village is today and in the future.

2. Reading file:

- Minutes of Tree Advisory Committee (3/18/14)
- Minutes of Planning Commission (3/20/14)
- Letter from Boston Mayor Martin Walsh re: Regional Gun Trafficking Summit 4/24/14
- Letter from VTTrans re: Speed Limit Request on Lincoln Street/VT Rte. 2A
- Article in VLCT News re: EPA Award to Jim Jutras

8. CONSENT AGENDA & READING FILE

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

- 1. Approve Minutes of Previous Meetings (3/25/14).**
- 2. Approve Warrants including check #10049022 through #10049099 totaling \$241,812.30.**
- 3. Approve Request to Waive Noise Ordinance for EJRP Fireworks 7/4/14.**
- 4. Approve Banner Application for Vermont Quilt Festival 6/27-6/29/14.**

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

9. EXECUTIVE SESSION and/or ADJOURNMENT

MOTION by Elaine Sopchak, SECOND by Lori Houghton, to go into Executive Session to discuss personnel matters and to invite the Village Manager to attend. VOTING: unanimous (4-0); motion carried.

Check Register Report

BL 4/22/14

Date: 04/18/2014

Time: 12:05 pm

Page: 1

Village of Essex Junction

BANK:

C N	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
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10049102	04/22/2014	Printed		10508	ADVANCED DISPOSAL	GRIT REMOVAL-WWTF	294.02
10049103	04/22/2014	Printed		10290	ALDRICH + ELLIOT, PC	ENGINEERING-WWTF	28,016.93
10049104	04/22/2014	Printed		9975	AMERICAN ROCK SALT CO, LLC	ROAD SALT-STREET	3,964.88
10049105	04/22/2014	Printed		10301	DAVID A. BARRA, PLC	MARCH LEGAL SERVICES-VARIOUS	2,838.00
10049106	04/22/2014	Printed		1655	BLUE CROSS BLUE SHIELD OF VT	INS PREMIUM-VARIOUS DEPTS	28,406.86
10049108	04/22/2014	Printed		10600	BRODART #2	CIRC MATERIALS-LIBRARY	861.47
10049110	04/22/2014	Printed		0268	BRODART CO.	CIRC MATERIALS-LIBRARY	404.85
10049111	04/22/2014	Printed		0305	BURLINGTON FREE PRESS	NEWSPAPER-WWTF	22.00
10049113	04/22/2014	Printed		9941	BUSINESSCARD SERVICES	SEE ATTACHED SPREADSHEET	1,205.45
10049114	04/22/2014	Printed		0455	CANON SOLUTIONS AMERICA	COLOR COPIES-ADMIN	96.30
10049115	04/22/2014	Printed		0457	CARGILL, INC SALT DIVISION	CLEARLANE SALT-STREET	2,621.74
10049117	04/22/2014	Printed		9743	CARQUEST AUTO PARTS	SUPPLIES-VARIOUS	366.38
10049118	04/22/2014	Printed		9533	CCP INDUSTRIES	GLOVES-WWTF	273.48
10049119	04/22/2014	Printed		10635	CCSU CHILD NUTRITION PROGRAM	VILLAGE COMMUNITY SUPPER-ADM	1,200.00
10049120	04/22/2014	Printed		0500	CHAMPLAIN WATER DISTRICT	WATER USAGE-WATER	194,942.65
10049121	04/22/2014	Printed		05070	CHARLEBOIS TRUCK PARTS INC.	MAINT PARTS-STREET	74.16
10049122	04/22/2014	Printed		0525	CHITTENDEN SOLID WASTE DISTRIC	CSWD DIRECT FEES-WWTF	123.12
10049123	04/22/2014	Printed		10637	JP CHOQUETTE	BOOK-LIBR FRIENDS	14.95
10049124	04/22/2014	Printed		10353	CIVES CORP	SPINNER MOTOR-STREET	213.65
10049125	04/22/2014	Printed		9788	COMCAST	CABLE-FIRE	13.63
10049126	04/22/2014	Printed		05898	CRYSTAL ROCK BOTTLED WATER	BOTTLED WATER-LH	23.85
10049127	04/22/2014	Printed		05898	CRYSTAL ROCK BOTTLED WATER	BOTTLEDWATER -STREET	5.50
10049128	04/22/2014	Printed		10401	DE LAGE LANDEN FINANCIAL INC	COPIER LEASE-ADMIN	249.52
10049129	04/22/2014	Printed		0636	DESORCIE EMERGENCY PRODUCTS	REPLACEMENT BULB-FIRE	32.96
10049130	04/22/2014	Printed		0644	DUBOIS & KING INC.	CRES CON PROJECT DESIGN	2,966.30
10049131	04/22/2014	Printed		10576	ECOPIXEL LLC	WEB SITE SVCS-ADMIN	99.00
10049132	04/22/2014	Printed		0710	ENDYNE, INC.	LAB TESTS QTRLY-WWTF	104.00
10049133	04/22/2014	Printed		10134	ENVIRONMENTAL RESOURCES ASSOC.	LAB SUPPLIES-WWTF	1,338.66
10049134	04/22/2014	Printed		0770	ESSEX JUNCTION SCHOOL DISTRICT	TRNSFR SCH IMPACT FEES	9,236.03
10049135	04/22/2014	Printed		0795	TOWN OF ESSEX	MANAGER CONTRACT-ADMIN	4,486.73
10049136	04/22/2014	Printed		10011	FAIR POINT COMMUNICATIONS, INC.	PHONE-FIRE	28.58
10049137	04/22/2014	Printed		08044	FIRE TECH & SAFETY OF NEW ENGL	SCOTT SAFETY AIR-PAKS-FIRE	769.81
10049138	04/22/2014	Printed		9795	GALLAGHER, FLYNN & COMPANY	COMPENSATION REPORT -ADMIN	5,700.00
10049139	04/22/2014	Printed		0902	GEOCORP, INC	CIRCULAR CHARTS/PENS-WWTF	258.75
10049140	04/22/2014	Printed		0943	MARY L. GRAF	REIMB SUPPLIES&MILEAGE-LIBRARY	79.59
10049141	04/22/2014	Printed		0965	GREEN MOUNTAIN POWER CORP.	STREET/TRAFF LIGHTS-STREET	8,650.31
10049142	04/22/2014	Printed		1035	DONALD L. HAMLIN	ENGINNERING -VARIOUS	2,300.75
10049143	04/22/2014	Printed		10636	HEALTHQUITY	ADMIN FEES-ADMIN	3.45
10049144	04/22/2014	Printed		10129	WENDY HYSKO	MILEAGE REIMB-LIBRARY	42.78
10049145	04/22/2014	Printed		1147	INDEPENDENT PIPE & SUPPLY CORP	SUPPLIES-WWTF	25.92
10049146	04/22/2014	Printed		9625	INGRAM LIBRARY SERVICES	CIRCULATION MATERIALS-LIBRARY	11.79
10049147	04/22/2014	Printed		11631	INTEGRITY COMMUNICATIONS	WALL MOUNT JACK-FIRE	80.30
10049148	04/22/2014	Printed		23656	INVEST EAP	EAP SVCS -FIRE	216.00
10049149	04/22/2014	Printed		10638	JERRY JOHNSON	BOOK -LIB FRIENDS	16.95
10049150	04/22/2014	Printed		9769	KEMIRA WATER SOLUTIONS	FERROUS CHLORIDE-WWTF	9,369.36

Check Register Report

BL 4/22/14

Date: 04/18/2014

Time: 12:05 pm

Page: 2

Village of Essex Junction

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
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10049151	04/22/2014	Printed		10347	L & R PEST ELIMINATION SERVICE	PEST CONTROL-LH	160.00
10049152	04/22/2014	Printed		10640	CHARLIE LAFAYETTE	REPLACE SHINGLES-LIBRARY	55.00
10049153	04/22/2014	Printed		10130	LOWE'S BUSINESS ACCOUNT	MAINT SUPPLIES-FIRE/WWTF	544.40
10049154	04/22/2014	Printed		10639	TYLER MASON	BOOK-LIBR FRIENDS	20.00
10049155	04/22/2014	Printed		1550	MUNICIPAL EMERGENCY SERVICES	SUPPLIES-FIRE	118.36
10049156	04/22/2014	Printed		1643	NEMRC	SUPPORT AGREEMENT-ADMIN	776.14
10049157	04/22/2014	Printed		10176	NEOFUNDS BY NEOPOST	POSTAGE-ADMIN	600.00
10049158	04/22/2014	Printed		1775	PETTY CASH VILLAGE	SUPPLIES & POSTAGE-AD/WTR/WW	63.55
10049159	04/22/2014	Printed		1793	SUSAN PIERCE	MILEAGE REIMB-LIBRARY	47.60
10049160	04/22/2014	Printed		1789	PIKE INDUSTRIES, INC.	ASPHALT-STREET	2,178.75
10049161	04/22/2014	Printed		1843	PROFESSIONAL WRITING SVCS	MTG MINUTES-ADMIN/PLAN	490.00
10049162	04/22/2014	Printed		1910	RADIOSHACK	DUSTING GAS-WWTF	7.94
10049163	04/22/2014	Printed		9481	SAFETY SYSTEMS OF VERMONT, LLC	12 VOLT AMP BATTERY-FIRE	355.95
10049164	04/22/2014	Printed		0482	SIGNALS RYG, INC.	TRAFFIC&ST LIGHT REPAIR-STREET	1,435.34
10049165	04/22/2014	Printed		20835	SIMONS UNIFORMS	NAME TAGS-FIRE	99.00
10049166	04/22/2014	Printed		9627	THE SMALL ENGINE CO., INC	SUPPLIES-FIRE	107.42
10049167	04/22/2014	Printed		21153	SOVERNET COMMUNICATIONS	PH/INTERNET-VARIOUS	598.73
10049168	04/22/2014	Printed		2124	STAPLES ADVANTAGE	OFFICE SUPPLIES-VARIOUS	326.93
10049169	04/22/2014	Printed		0545	THE TECH GROUP	MANAGED SERVICES-ADMIN	664.00
10049170	04/22/2014	Printed		10506	U.S. BANK	BRADFORD BOND INTEREST-WWTF	25,125.25
10049171	04/22/2014	Printed		2330	UNIFIRST CORPORATION	OFFICE MATS-LH	40.70
10049172	04/22/2014	Printed		9727	UNUM LIFE INSURANCE CO OF AMER	INS PREMIUM-VARIOUS	732.45
10049173	04/22/2014	Printed		2338	USA BLUE BOOK	CHLORINE CONTROL-WWTF	409.41
10049174	04/22/2014	Printed		2424	VERMONT LIBRARY CONFERENCE	10 REGISTRATIONS-LIBRARY	500.00
10049175	04/22/2014	Printed		2361	STATE OF VERMONT	CEG ANNUAL FEE-WWTF	75.00
10049176	04/22/2014	Printed		2343	VILLAGE COPY & PRINT	WINDOW ENVELOPES-ADMIN/PLAN	198.00
10049177	04/22/2014	Printed		2462	WATER ENVIRONMENT FEDERATION	WEF MEMBERSHIPS-WWTF	285.33
10049178	04/22/2014	Printed		0811	F.W. WEBB COMPANY	EQUIP MAINT SUPPLIES-WWTF	268.31
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10049180	04/22/2014	Printed		9954	TROY WILBER	UNIFORM PANTS-STREET	50.31
10049181	04/22/2014	Printed		9391	JIN JWANG WU	REFUND OF TAX OVERPAYMENT	503.36

Total Checks: 78

Checks Total (excluding void checks):

358,630.66

Total Payments: 78

Bank Total (excluding void checks):

358,630.66

Total Payments: 78

Grand Total (excluding void checks):

358,630.66

FY14 PURCHASES

tran date	MC company	acct	dept	descrip	\$\$\$	
3/8/2014	GAN*BURLINGTON FREE PRESS	100 100 000 723 000	ADMIN	NEWSPAPER	\$ 22.00	A
3/11/2014	MAC'S	100 200 000 723 000	LH	SUPPLIES	\$ 2.50	B1
3/11/2014	MAC'S	100 100 000 749 000	TRUSTEES	MEETING SUPPLIES	\$ 7.49	B2
3/11/2014	FARONICS	100 800 000 723 055	LIBRARY	COMPUTER EXPENSE	\$ 495.00	C
3/12/2014	NAMI ONLINE	100 100 000 723 000	ADMIN	DONATION IN MEMORY OF A. Pierce's father	\$ 50.00	D
3/15/2014	SMALL DOG ELECTRONICS	600 600 000 723 000	WWTF	REPLACE IPAD UNDER WARRANTY	\$ 50.00	E
3/18/2014	TRACTOR SUPPLY	600 600 000 728 020	WWTF	SMALL RAKES	\$ 25.98	F
3/21/2014	AMAZON MARKETPLACE	600 600 000 723 000	WWTF	IPAD CASE & SCREEN PROTECTOR	\$ 92.54	G
3/21/2014	VERMONT GOV	100 700 000 735 000	STREET	BACKGROUND CHECK	\$ 30.00	H
3/27/2014	VZWLSS	100 100 000 725 000	ADMIN	BROADBAND, SMH	\$ 20.00	I
3/27/2014	VZWLSS	100 100 000 725 000	ADMIN	BROADBAND, LM	\$ 20.00	J
4/3/2014	SMALL DOG ELECTRONICS	230 650 000 723 000	WATER	IPAD/IPHONE APPECARE AND ACCESSORIES	\$ 389.94	K
	PROJECT TRACKER					
		SUBJOB				
			ck #		TOTAL	\$ 1,205.45

REVENUE/EXPENDITURE REPORT
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Village of Essex Junction

For the Period: 7/1/2013 to 4/30/2014		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 100 - GENERAL FUND								
Dept: 000.000								
Acct Class: 4000 Revenue								
401.000	PROPERTY TAXES-CURRENT	2,806,463.00	2,806,463.00	2,806,848.53	0.00	0.00	-385.53	100.0
402.000	STATE FOR VT PILOT & CURRENT U	2,500.00	2,500.00	2,891.52	0.00	0.00	-391.52	115.7
403.000	PENALTIES/INTEREST DELINQ. TAX	7,000.00	7,000.00	7,597.25	290.51	0.00	-597.25	108.5
410.000	LICENSE AND ZONING FEE	35,000.00	35,000.00	81,103.00	2,180.00	0.00	-46,103.00	231.7
411.010	SERVICE FEE - WATER	111,336.00	111,336.00	83,502.00	0.00	0.00	27,834.00	75.0
411.020	SERVICE FEE - WWTP	55,668.00	55,668.00	41,751.00	0.00	0.00	13,917.00	75.0
411.030	SERVICE FEE - SANITATION	111,336.00	111,336.00	83,502.00	0.00	0.00	27,834.00	75.0
420.010	STATE DISTRICT COURT FINES	2,000.00	2,000.00	2,039.50	0.00	0.00	-39.50	102.0
420.020	STATE HIGHWAY AID	100,000.00	100,000.00	113,460.86	26,634.24	0.00	-13,460.86	113.5
420.030	EJSD TAX COLLECTION FEES	47,000.00	47,000.00	21,923.55	0.00	0.00	25,076.45	46.6
432.010	MISCELLANEOUS RECEIPTS	0.00	0.00	48.69	0.00	0.00	-48.69	0.0
432.015	PARKING SPACE FEES	4,800.00	4,800.00	4,000.00	0.00	0.00	800.00	83.3
432.030	MISCELLANEOUS FIRE RECEIPTS	10.00	10.00	0.00	0.00	0.00	10.00	0.0
432.051	BLOCK PARTY CONTRIBUTIONS	1,500.00	1,500.00	754.00	150.00	0.00	746.00	50.3
432.070	MISCELLANEOUS STREET RECEIPTS	3,500.00	3,500.00	3,579.40	130.00	0.00	-79.40	102.3
432.080	MISCELLANEOUS LIBRARY RECEIPTS	600.00	600.00	216.00	0.00	0.00	384.00	36.0
434.010	ESSEX TOWN CONTRIB. TO LIBRARY	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.0
440.000	INTEREST EARNINGS	1,000.00	1,000.00	1,543.42	0.00	0.00	-543.42	154.3
445.000	MISC. - UNCLASSIFIED RECEIPTS	5,000.00	5,000.00	7,367.19	269.21	0.00	-2,367.19	147.3
Revenue		3,309,713.00	3,309,713.00	3,262,127.91	29,653.96	0.00	47,585.09	98.6
Acct Class: 4900 GRANTS & DONATIONS								
432.033	OTHER DONATIONS	0.00	0.00	600.00	0.00	0.00	-600.00	0.0
432.081	BROWNELL LIBRARY GRANTS	0.00	0.00	1,928.00	0.00	0.00	-1,928.00	0.0
432.083	DONATIONS TO LIBRARY	0.00	0.00	10,482.46	0.00	0.00	-10,482.46	0.0
441.000	MISCELLANEOUS STATE GRANTS	0.00	0.00	2,273.24	0.00	0.00	-2,273.24	0.0
441.035	MUNICIPAL PLANNING GRANT	0.00	0.00	10,237.00	0.00	0.00	-10,237.00	0.0
441.036	CARING FOR CANOPY GRANT	0.00	0.00	4,250.00	0.00	0.00	-4,250.00	0.0
GRANTS & DONATIONS		0.00	0.00	29,770.70	0.00	0.00	-29,770.70	0.0
Acct Class: 5990 Non Operating Revenues								
410.150	Adult Replacement Receipts	0.00	0.00	1,336.56	0.00	0.00	-1,336.56	0.0
410.151	Juvenile Replacment Receipts	0.00	0.00	738.00	0.00	0.00	-738.00	0.0
Non Operating Revenues		0.00	0.00	2,074.56	0.00	0.00	-2,074.56	0.0
Dept: 000.000		3,309,713.00	3,309,713.00	3,293,973.17	29,653.96	0.00	15,739.83	99.5
Revenues		3,309,713.00	3,309,713.00	3,293,973.17	29,653.96	0.00	15,739.83	99.5
Expenditures								
Dept: 100.000 ADMINISTRATION								
Acct Class: 7000 Operating Expenses								
720.000	SALARIES REGULAR	325,729.00	325,729.00	204,603.43	19,661.23	0.00	121,125.57	62.8
720.004	MANAGER CONTRACT	0.00	0.00	44,867.30	4,486.73	0.00	-44,867.30	0.0
720.010	SALARIES OVERTIME	1,500.00	1,500.00	2,107.49	143.10	0.00	-607.49	140.5
720.020	SALARIES PART TIME	7,974.00	7,974.00	10,926.21	1,136.84	0.00	-2,952.21	137.0
720.022	SOCIAL SECURITY	26,568.00	26,568.00	16,625.36	1,594.36	0.00	9,942.64	62.6
720.024	UNEMPLOYMENT INSURANCE	1,186.00	1,186.00	1,003.59	119.58	0.00	182.41	84.6
720.026	WORKERS COMP INSURANCE	1,431.00	1,431.00	953.24	92.57	0.00	477.76	66.6
720.028	HEALTH INS & OTHER BENEFITS	75,626.00	75,626.00	44,260.26	4,140.71	0.00	31,365.74	58.5
720.030	RETIREMENT	32,573.00	32,573.00	19,760.28	1,921.12	0.00	12,812.72	60.7
720.032	LIABILITY & PROPERTY INS.	7,696.00	7,696.00	5,372.55	0.00	0.00	2,323.45	69.8
720.034	PUBLIC OFFICIALS LIABILITY INS	5,601.00	5,601.00	5,571.75	0.00	0.00	29.25	99.5
720.035	HEALTH IMPROV PROGRAMS	1,600.00	1,600.00	0.00	0.00	0.00	1,600.00	0.0
720.040	BOARD MEMBER FEES	2,500.00	2,500.00	1,875.00	0.00	0.00	625.00	75.0
720.050	SUPPLIES	6,700.00	6,700.00	3,747.48	183.35	0.00	2,952.52	55.9
723.001	POSTAGE	4,200.00	4,200.00	3,213.02	603.62	0.00	986.98	76.5
723.055	COMPUTER EXPENSES	16,915.00	16,915.00	14,988.86	664.00	0.00	1,926.14	88.6
724.000	TRAINING, CONFERENCES, DUES	10,734.00	10,734.00	3,489.88	0.00	0.00	7,244.12	32.5

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Village of Essex Junction

For the Period: 7/1/2013 to 4/30/2014	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 100 - GENERAL FUND							
Expenditures							
Dept: 100.000 ADMINISTRATION							
Acct Class: 7000 Operating Expenses							
725.000 TELEPHONE SERVICES	3,960.00	3,960.00	1,817.94	143.40	0.00	2,142.06	45.9
725.025 COMMUNICATIONS	13,331.00	13,331.00	20,774.13	459.00	0.00	-7,443.13	155.8
728.030 VEHICLE MAINTENANCE-TRAVEL	2,400.00	2,400.00	0.00	0.00	0.00	2,400.00	0.0
745.020 LEASED SERVICES	4,840.00	4,840.00	3,765.71	96.30	0.00	1,074.29	77.8
745.031 LEGAL SERVICES	15,000.00	15,000.00	7,840.00	495.00	0.00	7,160.00	52.3
745.039 OTHER PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
745.041 AUDIT	5,433.00	5,433.00	5,467.00	0.00	0.00	-34.00	100.6
745.050 PRINTING AND ADVERTISING	5,800.00	5,800.00	3,819.84	272.92	0.00	1,980.16	65.9
745.055 PAY & CLASSIFICATION STUDY	3,500.00	3,500.00	5,700.00	5,700.00	0.00	-2,200.00	162.9
745.057 ELECTIONS	1,500.00	1,500.00	945.00	0.00	0.00	555.00	63.0
747.000 HOLIDAY EXPENSE	1,500.00	1,500.00	776.31	0.00	0.00	723.69	51.8
749.000 TRUSTEES EXPENDITURES	4,000.00	4,000.00	1,726.67	1,231.58	0.00	2,273.33	43.2
755.023 CAPITAL OUTLAY	8,000.00	8,000.00	4,708.01	0.00	0.00	3,291.99	58.9
Operating Expenses	598,797.00	598,797.00	440,706.31	43,145.41	0.00	158,090.69	73.6
ADMINISTRATION	598,797.00	598,797.00	440,706.31	43,145.41	0.00	158,090.69	73.6
Dept: 175.000 MISC TRANSFERS & EXPENDITUES							
Acct Class: 7000 Operating Expenses							
750.021 ROLLING STOCK FUND CONTRIB	173,624.00	173,624.00	130,218.00	0.00	0.00	43,406.00	75.0
750.022 CAP RESRV FND CONT - BEG 1993	391,427.00	391,427.00	293,570.25	0.00	0.00	97,856.75	75.0
750.026 EMP TERM BENEFITS-TRANSFER	5,000.00	5,000.00	3,750.00	0.00	0.00	1,250.00	75.0
750.027 HALF PENNY FOR LDR TRUCK NOTE	50,000.00	50,000.00	37,500.00	0.00	0.00	12,500.00	75.0
Operating Expenses	620,051.00	620,051.00	465,038.25	0.00	0.00	155,012.75	75.0
MISC TRANSFERS & EXPENDITUES	620,051.00	620,051.00	465,038.25	0.00	0.00	155,012.75	75.0
Dept: 200.000 LINCOLN HALL							
Acct Class: 7000 Operating Expenses							
720.032 LIABILITY & PROPERTY INS.	5,404.00	5,404.00	4,318.50	0.00	0.00	1,085.50	79.9
723.000 SUPPLIES	1,800.00	1,800.00	1,650.14	23.66	0.00	149.86	91.7
723.065 WATER AND SEWER CHARGE	1,500.00	1,500.00	476.76	0.00	0.00	1,023.24	31.8
725.000 TELEPHONE SERVICES	460.00	460.00	404.73	41.42	0.00	55.27	88.0
726.000 ELECTRICAL SERVICE	6,000.00	6,000.00	4,184.10	0.00	0.00	1,815.90	69.7
727.000 HEATING/NATURAL GAS	7,000.00	7,000.00	5,117.64	0.00	0.00	1,882.36	73.1
728.000 MAINT. BUILDINGS/GROUNDS	7,000.00	7,000.00	7,250.08	200.70	0.00	-250.08	103.6
745.005 RUBBISH REMOVAL	1,785.00	1,785.00	1,412.00	150.00	0.00	373.00	79.1
745.014 CONTRACT SERVICES	7,503.00	7,503.00	5,673.70	0.00	0.00	1,829.30	75.6
755.023 CAPITAL OUTLAY	0.00	0.00	10,948.49	0.00	0.00	-10,948.49	0.0
Operating Expenses	38,452.00	38,452.00	41,436.14	415.78	0.00	-2,984.14	107.8
LINCOLN HALL	38,452.00	38,452.00	41,436.14	415.78	0.00	-2,984.14	107.8
Dept: 300.000 FIRE DEPARTMENT							
Acct Class: 7000 Operating Expenses							
720.021 SALARIES - FIREFIGHTERS	134,400.00	134,400.00	92,714.84	0.00	0.00	41,685.16	69.0
720.022 SOCIAL SECURITY	10,282.00	10,282.00	7,092.78	0.00	0.00	3,189.22	69.0
720.026 WORKERS COMP INSURANCE	25,685.00	25,685.00	9,117.91	0.00	0.00	16,567.09	35.5
720.029 ACCIDENT & DISABILITY INS.	3,600.00	3,600.00	3,300.00	0.00	0.00	300.00	91.7
720.032 LIABILITY & PROPERTY INS.	6,675.00	6,675.00	5,693.69	0.00	0.00	981.31	85.3
723.000 SUPPLIES	2,400.00	2,400.00	2,018.23	2.99	0.00	381.77	84.1
723.016 EMS SUPPLIES	1,500.00	1,500.00	921.33	0.00	0.00	578.67	61.4
723.020 GAS,GREASE AND OIL	6,000.00	6,000.00	4,441.40	0.00	0.00	1,558.60	74.0
723.065 WATER AND SEWER CHARGE	900.00	900.00	667.60	0.00	0.00	232.40	74.2
724.000 TRAINING, CONFERENCES, DUES	5,000.00	5,000.00	2,535.90	0.00	0.00	2,464.10	50.7
725.000 TELEPHONE SERVICES	3,800.00	3,800.00	2,774.33	13.63	0.00	1,025.67	73.0
726.000 ELECTRICAL SERVICE	6,400.00	6,400.00	6,135.04	0.00	0.00	264.96	95.9
727.000 HEATING/NATURAL GAS	6,000.00	6,000.00	4,686.30	0.00	0.00	1,313.70	78.1
728.000 MAINT. BUILDINGS/GROUNDS	6,000.00	6,000.00	7,595.49	355.95	0.00	-1,595.49	126.6

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For the Period: 7/1/2013 to 4/30/2014	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 100 - GENERAL FUND							
Expenditures							
Dept: 300.000 FIRE DEPARTMENT							
Acct Class: 7000 Operating Expenses							
728.010 RADIO MAINTENANCE	2,000.00	2,000.00	530.00	0.00	0.00	1,470.00	26.5
728.020 MAINTENANCE OTHER	11,916.00	11,916.00	10,429.95	107.42	0.00	1,486.05	87.5
728.030 VEHICLE MAINTENANCE-TRAVEL	9,000.00	9,000.00	12,697.94	0.00	0.00	-3,697.94	141.1
728.038 EMERGENCY GENERATOR MAINT	650.00	650.00	500.00	0.00	0.00	150.00	76.9
729.000 UNIFORMS,BOOTS,ETC	18,500.00	18,500.00	18,702.13	0.00	0.00	-202.13	101.1
729.052 FIRE PREVENTION	2,000.00	2,000.00	2,238.76	0.00	0.00	-238.76	111.9
743.051 PHYSICAL EXAMS	6,000.00	6,000.00	5,578.00	0.00	0.00	422.00	93.0
743.058 EMPLOYEE ASSISTANCE PROGRAM	900.00	900.00	864.00	216.00	0.00	36.00	96.0
755.022 NEW EQUIPMENT-RADIOS	3,100.00	3,100.00	2,348.99	0.00	0.00	751.01	75.8
755.025 ROUTINE EQUIPMENT PURCHASES	14,500.00	14,500.00	12,925.22	0.00	0.00	1,574.78	89.1
Operating Expenses	287,208.00	287,208.00	216,509.83	695.99	0.00	70,698.17	75.4
FIRE DEPARTMENT	287,208.00	287,208.00	216,509.83	695.99	0.00	70,698.17	75.4
Dept: 700.000 STREET DEPARTMENT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	197,160.00	197,160.00	139,724.22	13,122.30	0.00	57,435.78	70.9
720.010 SALARIES OVERTIME	15,000.00	15,000.00	12,840.72	522.87	0.00	2,159.28	85.6
720.020 SALARIES PART TIME	18,590.00	18,590.00	12,528.49	905.16	0.00	6,061.51	67.4
720.022 SOCIAL SECURITY	17,867.00	17,867.00	12,162.95	1,077.62	0.00	5,704.05	68.1
720.024 UNEMPLOYMENT INSURANCE	1,086.00	1,086.00	825.77	77.36	0.00	260.23	76.0
720.026 WORKERS COMP INSURANCE	12,182.00	12,182.00	10,798.35	972.16	0.00	1,383.65	88.6
720.028 HEALTH INS & OTHER BENEFITS	82,729.00	82,729.00	48,144.07	3,531.00	0.00	34,584.93	58.2
720.030 RETIREMENT	19,716.00	19,716.00	12,581.28	996.79	0.00	7,134.72	63.8
720.032 LIABILITY & PROPERTY INS.	13,878.00	13,878.00	10,570.55	0.00	0.00	3,307.45	76.2
723.000 SUPPLIES	20,000.00	20,000.00	11,532.82	110.24	0.00	8,467.18	57.7
723.010 WINTER MAINTENANCE	75,000.00	75,000.00	136,681.90	1,351.13	0.00	-61,681.90	182.2
723.012 PAVEMENT MAINTENANCE	15,000.00	15,000.00	15,600.15	2,178.75	0.00	-600.15	104.0
723.014 GRAVEL,TOPSOIL	4,000.00	4,000.00	2,601.81	0.00	0.00	1,398.19	65.0
723.015 SIGNS AND POSTS	5,500.00	5,500.00	821.97	0.00	0.00	4,678.03	14.9
723.020 GAS,GREASE AND OIL	22,000.00	22,000.00	31,060.49	157.88	0.00	-9,060.49	141.2
723.065 WATER AND SEWER CHARGE	2,500.00	2,500.00	522.94	0.00	0.00	1,977.06	20.9
724.000 TRAINING, CONFERENCES, DUES	500.00	500.00	60.46	0.00	0.00	439.54	12.1
725.000 TELEPHONE SERVICES	1,900.00	1,900.00	1,848.29	0.00	0.00	51.71	97.3
726.000 ELECTRICAL SERVICE	4,500.00	4,500.00	2,714.65	0.00	0.00	1,785.35	60.3
726.035 STREET LIGHTS	127,000.00	127,000.00	96,266.20	8,595.20	0.00	30,733.80	75.8
726.037 TRAFFIC LIGHTS	5,700.00	5,700.00	4,260.50	55.11	0.00	1,439.50	74.7
727.000 HEATING/NATURAL GAS	4,000.00	4,000.00	3,354.85	0.00	0.00	645.15	83.9
728.000 MAINT. BUILDINGS/GROUNDS	2,500.00	2,500.00	474.76	0.00	0.00	2,025.24	19.0
728.010 RADIO MAINTENANCE	200.00	200.00	2,341.02	0.00	0.00	-2,141.02	1170.5
728.020 MAINTENANCE OTHER	1,000.00	1,000.00	508.84	0.00	0.00	491.16	50.9
728.030 VEHICLE MAINTENANCE-TRAVEL	32,000.00	32,000.00	17,871.01	-23.59	0.00	14,128.99	55.8
728.033 STREETScape MAINT./IMP	6,000.00	6,000.00	3,340.82	1,620.00	0.00	2,659.18	55.7
728.036 VILLAGE GARDEN SPOTS	3,650.00	3,650.00	143.98	0.00	0.00	3,506.02	3.9
728.037 TRAFFIC/STREET LIGHT MAINT.	8,000.00	8,000.00	2,925.06	1,435.34	0.00	5,074.94	36.6
728.041 MEMORIAL PARK	3,500.00	3,500.00	1,800.82	675.00	0.00	1,699.18	51.5
728.043 STREET MARKINGS	5,000.00	5,000.00	4,103.87	0.00	0.00	896.13	82.1
729.000 UNIFORMS,BOOTS,ETC	4,500.00	4,500.00	2,350.10	50.31	0.00	2,149.90	52.2
735.000 INTERVIEW COSTS	0.00	0.00	1,218.50	0.00	0.00	-1,218.50	0.0
745.005 RUBBISH REMOVAL	6,200.00	6,200.00	3,887.62	396.34	0.00	2,312.38	62.7
745.014 CONTRACT SERVICES	0.00	0.00	22,533.75	6,085.00	0.00	-22,533.75	0.0
745.030 EQUIPMENT RENTALS	1,000.00	1,000.00	54.00	0.00	0.00	946.00	5.4
745.044 ENGINEERING SERVICES	15,000.00	15,000.00	29,711.58	1,520.75	0.00	-14,711.58	198.1
755.011 TRAFFIC CALMING	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
755.023 CAPITAL OUTLAY	9,000.00	9,000.00	7,361.23	0.00	0.00	1,638.77	81.8
760.032 SIDEWALK AND CURB MAINTENANCE	3,000.00	3,000.00	4,096.83	0.00	0.00	-1,096.83	136.6
760.033 STORM SEWER MAINTENANCE	8,500.00	8,500.00	20,318.88	231.00	0.00	-11,818.88	239.0
760.034 STORM SEWER PERMIT FEES	3,000.00	3,000.00	2,396.00	0.00	0.00	604.00	79.9
760.035 STORM SEWER PUBLIC EDUCATION	9,500.00	9,500.00	8,912.00	0.00	0.00	588.00	93.8

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Fund: 100 - GENERAL FUND							
Expenditures							
Dept: 700.000 STREET DEPARTMENT							
Operating Expenses	791,358.00	791,358.00	703,854.10	45,643.72	0.00	87,503.90	88.9
STREET DEPARTMENT	791,358.00	791,358.00	703,854.10	45,643.72	0.00	87,503.90	88.9
Dept: 800.000 BROWNELL LIBRARY							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	305,811.00	305,811.00	243,049.62	23,537.24	0.00	62,761.38	79.5
720.020 SALARIES PART TIME	89,012.00	89,012.00	67,614.02	6,894.72	0.00	21,397.98	76.0
720.022 SOCIAL SECURITY	30,365.00	30,365.00	23,317.54	2,247.68	0.00	7,047.46	76.8
720.024 UNEMPLOYMENT INSURANCE	2,384.00	2,384.00	2,027.78	316.30	0.00	356.22	85.1
720.026 WORKERS COMP INSURANCE	1,588.00	1,588.00	1,357.76	131.96	0.00	230.24	85.5
720.028 HEALTH INS & OTHER BENEFITS	70,891.00	70,891.00	60,093.70	6,611.43	0.00	10,797.30	84.8
720.030 RETIREMENT	30,581.00	30,581.00	24,028.50	2,335.04	0.00	6,552.50	78.6
720.032 LIABILITY & PROPERTY INS.	9,972.00	9,972.00	9,025.02	0.00	0.00	946.98	90.5
723.000 SUPPLIES	12,000.00	12,000.00	7,611.65	15.40	0.00	4,388.35	63.4
723.001 POSTAGE	2,500.00	2,500.00	1,843.48	-1,428.00	0.00	656.52	73.7
723.055 COMPUTER EXPENSES	3,000.00	3,000.00	2,669.99	0.00	0.00	330.01	89.0
723.065 WATER AND SEWER CHARGE	500.00	500.00	303.28	0.00	0.00	196.72	60.7
724.000 TRAINING, CONFERENCES, DUES	5,000.00	5,000.00	1,668.76	644.14	0.00	3,331.24	33.4
725.000 TELEPHONE SERVICES	1,200.00	1,200.00	872.54	87.88	0.00	327.46	72.7
725.030 TECHNOLOGY ACCESS	6,000.00	6,000.00	4,748.84	69.45	0.00	1,251.16	79.1
726.000 ELECTRICAL SERVICE	14,250.00	14,250.00	10,239.20	0.00	0.00	4,010.80	71.9
727.000 HEATING/NATURAL GAS	7,400.00	7,400.00	6,256.93	0.00	0.00	1,143.07	84.6
728.000 MAINT. BUILDINGS/GROUNDS	12,000.00	12,000.00	14,775.04	505.00	0.00	-2,775.04	123.1
728.050 ALARM SYSTEM MAINTENANCE	700.00	700.00	416.25	0.00	0.00	283.75	59.5
735.000 INTERVIEW COSTS	100.00	100.00	655.75	0.00	0.00	-555.75	655.8
745.014 CONTRACT SERVICES	23,225.00	23,225.00	15,033.06	0.00	0.00	8,191.94	64.7
745.031 ADULT PROGRAMS	0.00	0.00	3.38	0.00	0.00	-3.38	0.0
745.032 CHILDRENS PROGRAMS	3,000.00	3,000.00	2,321.30	25.83	0.00	678.70	77.4
755.014 COMPUTER REPLACEMENT	6,500.00	6,500.00	5,685.00	0.00	0.00	815.00	87.5
755.020 ADULT COLLECTION-PRINT & ELECT	31,000.00	31,000.00	27,871.07	369.86	0.00	3,128.93	89.9
755.021 JUVEN COLLECTION-PRNT & ELECTR	15,500.00	15,500.00	14,705.52	0.00	0.00	794.48	94.9
Operating Expenses	684,479.00	684,479.00	548,194.98	42,363.93	0.00	136,284.02	80.1
BROWNELL LIBRARY	684,479.00	684,479.00	548,194.98	42,363.93	0.00	136,284.02	80.1
Dept: 900.000 PLANNING AND ZONING DEPT.							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	129,436.00	129,436.00	101,741.63	9,566.40	0.00	27,694.37	78.6
720.010 SALARIES OVERTIME	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
720.022 SOCIAL SECURITY	10,305.00	10,305.00	7,920.83	732.65	0.00	2,384.17	76.9
720.024 UNEMPLOYMENT INSURANCE	435.00	435.00	425.30	52.44	0.00	9.70	97.8
720.026 WORKERS COMP INSURANCE	506.00	506.00	1,562.15	147.99	0.00	-1,056.15	308.7
720.028 HEALTH INS & OTHER BENEFITS	33,038.00	33,038.00	26,701.00	2,309.56	0.00	6,337.00	80.8
720.030 RETIREMENT	12,944.00	12,944.00	10,124.16	956.64	0.00	2,819.84	78.2
720.032 LIABILITY & PROPERTY INS.	2,147.00	2,147.00	2,067.31	0.00	0.00	79.69	96.3
720.034 PUBLIC OFFICIALS LIABILITY INS	5,600.00	5,600.00	5,571.75	0.00	0.00	28.25	99.5
720.050 BOARD MEMBER FEES	3,600.00	3,600.00	2,700.00	0.00	0.00	900.00	75.0
723.000 SUPPLIES	2,500.00	2,500.00	1,321.00	119.84	0.00	1,179.00	52.8
723.001 POSTAGE	1,000.00	1,000.00	279.47	0.00	0.00	720.53	27.9
723.055 COMPUTER EXPENSES	4,705.00	4,705.00	2,208.57	0.00	0.00	2,496.43	46.9
724.000 TRAINING, CONFERENCES, DUES	4,500.00	4,500.00	1,473.23	0.00	0.00	3,026.77	32.7
725.000 TELEPHONE SERVICES	1,524.00	1,524.00	1,277.19	31.73	0.00	246.81	83.8
725.025 COMMUNICATIONS	2,000.00	2,000.00	1,770.00	180.00	0.00	230.00	88.5
728.030 VEHICLE MAINTENANCE-TRAVEL	3,000.00	3,000.00	2,100.00	300.00	0.00	900.00	70.0
745.031 LEGAL SERVICES	14,000.00	14,000.00	149.00	0.00	0.00	13,851.00	1.1
745.039 OTHER PROFESSIONAL SERVICES	4,000.00	4,000.00	-2,481.13	0.00	0.00	6,481.13	-62.0
745.050 PRINTING AND ADVERTISING	5,000.00	5,000.00	1,560.40	55.25	0.00	3,439.60	31.2
745.051 RECORDING FEES	2,500.00	2,500.00	1,640.00	200.00	0.00	860.00	65.6

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Fund: 100 - GENERAL FUND							
Expenditures							
Dept: 900.000 PLANNING AND ZONING DEPT.							
Operating Expenses	244,740.00	244,740.00	170,111.86	14,652.50	0.00	74,628.14	69.5
PLANNING AND ZONING DEPT.	244,740.00	244,740.00	170,111.86	14,652.50	0.00	74,628.14	69.5
Dept: 910.000 ECONOMIC DEVELOPMENT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	35,196.00	35,196.00	27,772.19	2,697.61	0.00	7,423.81	78.9
720.022 SOCIAL SECURITY	2,696.00	2,696.00	2,201.17	194.88	0.00	494.83	81.6
720.024 UNEMPLOYMENT INSURANCE	250.00	250.00	146.72	36.68	0.00	103.28	58.7
720.026 WORKERS COMP INSURANCE	149.00	149.00	126.32	11.60	0.00	22.68	84.8
720.028 HEALTH INS & OTHER BENEFITS	4,967.00	4,967.00	8,055.24	1,194.58	0.00	-3,088.24	162.2
720.030 RETIREMENT	3,520.00	3,520.00	2,777.22	269.76	0.00	742.78	78.9
745.025 BLOCK PARTY EXPENSE	7,000.00	7,000.00	6,709.68	0.00	0.00	290.32	95.9
745.040 COMMUNITY EVENTS & PROGRAMS	5,850.00	5,850.00	3,119.32	0.00	0.00	2,730.68	53.3
745.054 ANNUAL SUPPORT OF ORGNIZATIONS	9,000.00	9,000.00	8,920.00	0.00	0.00	80.00	99.1
748.000 NEW PROGRAMS	2,000.00	2,000.00	455.00	0.00	0.00	1,545.00	22.8
748.010 MATCHING GRANT FUNDS	9,000.00	9,000.00	877.20	0.00	0.00	8,122.80	9.7
Operating Expenses	79,628.00	79,628.00	61,160.06	4,405.11	0.00	18,467.94	76.8
ECONOMIC DEVELOPMENT	79,628.00	79,628.00	61,160.06	4,405.11	0.00	18,467.94	76.8
Dept: 920.000 GRANT & OTH UNANTC. EXPENDITUR							
Acct Class: 7000 Operating Expenses							
755.020 ADULT COLLECTION-PRINT & ELECT	0.00	0.00	764.76	16.10	0.00	-764.76	0.0
755.021 JUVEN COLLECTION-PRNT & ELECTR	0.00	0.00	1,236.44	353.15	0.00	-1,236.44	0.0
759.010 Library Grant Expenditures	0.00	0.00	1,928.00	1,428.00	0.00	-1,928.00	0.0
759.011 LIBRARY DONATION EXPENDITURES	0.00	0.00	7,774.13	67.97	0.00	-7,774.13	0.0
759.012 STATE GRANT EXPENDITURES	0.00	0.00	4,000.00	0.00	0.00	-4,000.00	0.0
759.070 STREET DEPT GRANT EXPENDITURES	0.00	0.00	600.00	0.00	0.00	-600.00	0.0
Operating Expenses	0.00	0.00	16,303.33	1,865.22	0.00	-16,303.33	0.0
GRANT & OTH UNANTC. EXPENDITUR	0.00	0.00	16,303.33	1,865.22	0.00	-16,303.33	0.0
Expenditures	3,344,713.00	3,344,713.00	2,663,314.86	153,187.66	0.00	681,398.14	79.6
Net Effect for GENERAL FUND	-35,000.00	-35,000.00	630,658.31	-123,533.70	0.00	-665,658.31	-1,801.9
Change in Fund Balance: 630,658.31							
Fund: 152 - GEN FUND ROLLING STOCK RESERVE							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	171.46	0.00	0.00	-171.46	0.0
599.000 CONTRIB FROM GENERAL FUND	0.00	0.00	167,718.00	0.00	0.00	-167,718.00	0.0
Revenue	0.00	0.00	167,889.46	0.00	0.00	-167,889.46	0.0
Acct Class: 4900 GRANTS & DONATIONS							
432.095 FROM TOWN FOR LADDER TRUCK	0.00	0.00	100,000.00	0.00	0.00	-100,000.00	0.0
GRANTS & DONATIONS	0.00	0.00	100,000.00	0.00	0.00	-100,000.00	0.0
Dept: 000.000	0.00	0.00	267,889.46	0.00	0.00	-267,889.46	0.0
Revenues	0.00	0.00	267,889.46	0.00	0.00	-267,889.46	0.0
Expenditures							
Dept: 000.000							
Acct Class: 7000 Operating Expenses							
710.030 FIRE TRUCK LOAN PRINCIPAL	0.00	0.00	50,000.00	0.00	0.00	-50,000.00	0.0

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Fund: 152 - GEN FUND ROLLING STOCK RESERVE							
Expenditures							
Dept: 000.000							
Acct Class: 7000 Operating Expenses							
720.040 INTEREST EXPENSE	0.00	0.00	3,255.26	0.00	0.00	-3,255.26	0.0
Operating Expenses	0.00	0.00	53,255.26	0.00	0.00	-53,255.26	0.0
Acct Class: 8000 Capital Projects							
750.704 LOADER	0.00	0.00	96,034.00	0.00	0.00	-96,034.00	0.0
750.721 SWEEPER (13)	0.00	0.00	211,275.28	0.00	0.00	-211,275.28	0.0
750.722 TRUCK #4 REPLACEMENT	0.00	0.00	30,284.79	0.00	0.00	-30,284.79	0.0
750.723 Truck #6 Replacement	0.00	0.00	6,100.00	0.00	0.00	-6,100.00	0.0
Capital Projects	0.00	0.00	343,694.07	0.00	0.00	-343,694.07	0.0
Dept: 000.000	0.00	0.00	396,949.33	0.00	0.00	-396,949.33	0.0
Expenditures	0.00	0.00	396,949.33	0.00	0.00	-396,949.33	0.0
Net Effect for GEN FUND ROLLING STOCK RESERVE	0.00	0.00	-129,059.87	0.00	0.00	129,059.87	0.0
Change in Fund Balance:			-129,059.87				
Fund: 159 - Veterans Memorial Park							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	7.38	0.00	0.00	-7.38	0.0
Revenue	0.00	0.00	7.38	0.00	0.00	-7.38	0.0
Dept: 000.000	0.00	0.00	7.38	0.00	0.00	-7.38	0.0
Revenues	0.00	0.00	7.38	0.00	0.00	-7.38	0.0
Expenditures							
Dept: 000.000							
Acct Class: 7000 Operating Expenses							
755.023 CAPITAL OUTLAY	0.00	0.00	710.00	0.00	0.00	-710.00	0.0
Operating Expenses	0.00	0.00	710.00	0.00	0.00	-710.00	0.0
Dept: 000.000	0.00	0.00	710.00	0.00	0.00	-710.00	0.0
Expenditures	0.00	0.00	710.00	0.00	0.00	-710.00	0.0
Net Effect for Veterans Memorial Park	0.00	0.00	-702.62	0.00	0.00	702.62	0.0
Change in Fund Balance:			-702.62				
Fund: 200 - GEN FUND CAPITAL RESERVE FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	325.58	0.00	0.00	-325.58	0.0
441.033 LNCS SDWLK GRNT CA0313INVI	0.00	0.00	7,472.67	0.00	0.00	-7,472.67	0.0
441.034 CRES CNCTR GRANT STP 5300(13)	0.00	0.00	261,028.41	31,170.94	0.00	-261,028.41	0.0
599.000 CONTRIB FROM GENERAL FUND	0.00	0.00	293,570.25	0.00	0.00	-293,570.25	0.0
Revenue	0.00	0.00	562,396.91	31,170.94	0.00	-562,396.91	0.0
Dept: 000.000	0.00	0.00	562,396.91	31,170.94	0.00	-562,396.91	0.0
Revenues	0.00	0.00	562,396.91	31,170.94	0.00	-562,396.91	0.0
Expenditures							

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Fund: 200 - GEN FUND CAPITAL RESERVE FUND							
Revenues							
Dept: 000.000							
Acct Class: 8000 Capital Projects							
750.155 MULTI-USE PATH NORTH	0.00	0.00	54,668.70	0.00	0.00	-54,668.70	0.0
750.169 CRESCENT CONNECTOR	0.00	0.00	232,126.48	0.00	0.00	-232,126.48	0.0
750.171 LINCOLN ST. SDWLK EXTENSION	0.00	0.00	280,128.17	0.00	0.00	-280,128.17	0.0
750.175 VILLAGE OFFICE RENOVATIONS	0.00	0.00	19,386.50	0.00	0.00	-19,386.50	0.0
750.176 FIRE HOUSE ROOF	0.00	0.00	23,555.00	0.00	0.00	-23,555.00	0.0
750.177 WOODS END RECONSTRUCTION (14)	0.00	0.00	30,458.24	0.00	0.00	-30,458.24	0.0
750.700 CAPITAL RES. PAVING	0.00	0.00	124,176.43	0.00	0.00	-124,176.43	0.0
Capital Projects	0.00	0.00	764,499.52	0.00	0.00	-764,499.52	0.0
Dept: 000.000	0.00	0.00	764,499.52	0.00	0.00	-764,499.52	0.0
Expenditures	0.00	0.00	764,499.52	0.00	0.00	-764,499.52	0.0
Net Effect for GEN FUND CAPITAL RESERVE FUND	0.00	0.00	-202,102.61	31,170.94	0.00	202,102.61	0.0
Change in Fund Balance:			-202,102.61				
Fund: 210 - LAND ACQUISITION FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	142.49	0.00	0.00	-142.49	0.0
Revenue	0.00	0.00	142.49	0.00	0.00	-142.49	0.0
Dept: 000.000	0.00	0.00	142.49	0.00	0.00	-142.49	0.0
Revenues	0.00	0.00	142.49	0.00	0.00	-142.49	0.0
Expenditures							
Dept: 000.000							
Acct Class: 7000 Operating Expenses							
750.010 CONTRIB FOR WHIT FARM EASEMENT	0.00	0.00	20,000.00	0.00	0.00	-20,000.00	0.0
Operating Expenses	0.00	0.00	20,000.00	0.00	0.00	-20,000.00	0.0
Dept: 000.000	0.00	0.00	20,000.00	0.00	0.00	-20,000.00	0.0
Expenditures	0.00	0.00	20,000.00	0.00	0.00	-20,000.00	0.0
Net Effect for LAND ACQUISITION FUND	0.00	0.00	-19,857.51	0.00	0.00	19,857.51	0.0
Change in Fund Balance:			-19,857.51				
Fund: 230 - WATER FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	212.95	0.00	0.00	-212.95	0.0
445.000 MISC. - UNCLASSIFIED RECEIPTS	0.00	0.00	3,484.00	0.00	0.00	-3,484.00	0.0
465.010 SALE OF WATER-RESIDENTIAL	787,839.00	787,839.00	497,605.26	882.00	0.00	290,233.74	63.2
465.020 WATER SALES - LARGE USERS	87,413.00	87,413.00	65,987.87	2,666.24	0.00	21,425.13	75.5
465.040 WATER BILLING PENALTIES	3,500.00	3,500.00	2,552.84	1.05	0.00	947.16	72.9
465.045 WATER RECONNECT FEES	0.00	0.00	187.50	25.00	0.00	-187.50	0.0
465.050 MISCELLANEOUS WATER RECEIPTS	15,000.00	15,000.00	12,100.00	2,200.00	0.00	2,900.00	80.7
Revenue	893,752.00	893,752.00	582,130.42	5,774.29	0.00	311,621.58	65.1
Acct Class: 4650 IBM Water Pass Thru Rev							
465.015 SALE OF WATER-IBM	2,149,120.00	2,149,120.00	1,618,878.00	-7,832.80	0.00	530,242.00	75.3
465.017 SALE OF WATER - IBM VT TAX	41,931.00	41,931.00	38,623.39	-319.20	0.00	3,307.61	92.1

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Fund: 230 - WATER FUND							
Dept: 000.000							
IBM Water Pass Thru Rev	2,191,051.00	2,191,051.00	1,657,501.39	-8,152.00	0.00	533,549.61	75.6
Acct Class: 5990 Non Operating Revenues							
440.010 Interest Earned - Capital Res	0.00	0.00	48.75	0.00	0.00	-48.75	0.0
465.055 CURRENT YR CONTRIBUTION INCOME	0.00	0.00	82,500.00	0.00	0.00	-82,500.00	0.0
Non Operating Revenues	0.00	0.00	82,548.75	0.00	0.00	-82,548.75	0.0
Dept: 000.000	3,084,803.00	3,084,803.00	2,322,180.56	-2,377.71	0.00	762,622.44	75.3
Revenues	3,084,803.00	3,084,803.00	2,322,180.56	-2,377.71	0.00	762,622.44	75.3
Expenditures							
Dept: 650.000 WATER DEPARTMENT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	102,349.00	102,349.00	80,857.77	8,019.21	0.00	21,491.23	79.0
720.010 SALARIES OVERTIME	12,300.00	12,300.00	14,137.18	486.80	0.00	-1,837.18	114.9
720.020 SALARIES PART TIME	4,729.00	4,729.00	3,652.00	148.92	0.00	1,077.00	77.2
720.022 SOCIAL SECURITY	9,239.00	9,239.00	7,348.20	639.22	0.00	1,890.80	79.5
720.024 UNEMPLOYMENT INSURANCE	564.00	564.00	504.55	56.63	0.00	59.45	89.5
720.026 WORKERS COMP INSURANCE	4,447.00	4,447.00	5,029.26	464.04	0.00	-582.26	113.1
720.028 HEALTH INS & OTHER BENEFITS	42,180.00	42,180.00	31,381.86	2,674.76	0.00	10,798.14	74.4
720.030 RETIREMENT	10,235.00	10,235.00	7,894.98	759.62	0.00	2,340.02	77.1
720.032 LIABILITY & PROPERTY INS.	3,305.00	3,305.00	2,960.45	0.00	0.00	344.55	89.6
720.040 INTEREST EXPENSE	100.00	100.00	0.00	0.00	0.00	100.00	0.0
723.000 SUPPLIES	5,000.00	5,000.00	2,189.50	389.94	0.00	2,810.50	43.8
723.001 POSTAGE	1,500.00	1,500.00	1,211.75	2.79	0.00	288.25	80.8
723.040 GAS, GREASE AND OIL	2,800.00	2,800.00	2,460.16	0.00	0.00	339.84	87.9
723.041 METERS AND PARTS	2,000.00	2,000.00	607.92	0.00	0.00	1,392.08	30.4
723.042 DISTRIBUTION MATERIALS	8,000.00	8,000.00	1,272.35	0.00	0.00	6,727.65	15.9
723.055 COMPUTER EXPENSES	600.00	600.00	1,066.80	0.00	0.00	-466.80	177.8
723.065 WATER AND SEWER CHARGE	350.00	350.00	408.94	0.00	0.00	-58.94	116.8
724.000 TRAINING, CONFERENCES, DUES	2,000.00	2,000.00	1,012.50	0.00	0.00	987.50	50.6
726.000 ELECTRICAL SERVICE	650.00	650.00	471.84	0.00	0.00	178.16	72.6
727.000 HEATING/NATURAL GAS	3,500.00	3,500.00	2,585.36	0.00	0.00	914.64	73.9
728.020 MAINTENANCE OTHER	1,000.00	1,000.00	1,395.20	7.91	0.00	-395.20	139.5
728.034 WATER LINES MAINT-BREAKS	16,000.00	16,000.00	232.50	0.00	0.00	15,767.50	1.5
729.000 UNIFORMS, BOOTS, ETC	1,000.00	1,000.00	891.94	0.00	0.00	108.06	89.2
745.014 CONTRACT SERVICES	111,336.00	111,336.00	83,502.00	0.00	0.00	27,834.00	75.0
745.039 OTHER PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
745.041 AUDIT	3,293.00	3,293.00	3,266.00	0.00	0.00	27.00	99.2
745.042 CWD WATER PURCHASE	424,297.00	424,297.00	304,287.88	0.00	0.00	120,009.12	71.7
745.050 PRINTING AND ADVERTISING	1,700.00	1,700.00	533.85	0.00	0.00	1,166.15	31.4
750.020 TRANS TO CAPITAL RESERVE	110,000.00	110,000.00	82,500.00	0.00	0.00	27,500.00	75.0
770.510 STATE WATER TAX	8,278.00	8,278.00	8,495.38	0.00	0.00	-217.38	102.6
Operating Expenses	893,752.00	893,752.00	652,158.12	13,649.84	0.00	241,593.88	73.0
Acct Class: 7800 IBM Water Costs							
745.043 CWD Water Purchase - IBM	2,149,120.00	2,149,120.00	1,618,878.00	0.00	0.00	530,242.00	75.3
770.511 State Water Tax - IBM	41,931.00	41,931.00	38,624.30	0.00	0.00	3,306.70	92.1
IBM Water Costs	2,191,051.00	2,191,051.00	1,657,502.30	0.00	0.00	533,548.70	75.6
Acct Class: 8000 Capital Projects							
750.211 METER REPLACEMENT PROGRAM	0.00	0.00	47,658.24	0.00	0.00	-47,658.24	0.0
750.426 UTILITY RATE STUDY	0.00	0.00	256.91	0.00	0.00	-256.91	0.0
Capital Projects	0.00	0.00	47,915.15	0.00	0.00	-47,915.15	0.0
WATER DEPARTMENT	3,084,803.00	3,084,803.00	2,357,575.57	13,649.84	0.00	727,227.43	76.4

REVENUE/EXPENDITURE REPORT
Bill List 4/22/14

Village of Essex Junction

For the Period: 7/1/2013 to 4/30/2014	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 230 - WATER FUND							
Expenditures	3,084,803.00	3,084,803.00	2,357,575.57	13,649.84	0.00	727,227.43	76.4
Net Effect for WATER FUND	0.00	0.00	-35,395.01	-16,027.55	0.00	35,395.01	0.0
Change in Fund Balance:			-35,395.01				
Fund: 400 - SANITATION FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
432.040 MISCELLANEOUS SEWER RECEIPTS	20,000.00	20,000.00	33,000.00	4,000.00	0.00	-13,000.00	165.0
440.000 INTEREST EARNINGS	0.00	0.00	193.85	0.00	0.00	-193.85	0.0
442.000 ESSEX PUMP STATION FEES	25,075.00	25,075.00	20,736.67	5,717.56	0.00	4,338.33	82.7
442.010 2 PARY AGREEMNT REV	15,000.00	15,000.00	7,500.00	0.00	0.00	7,500.00	50.0
500.000 ANNUAL CUSTOMER CHARGE	391,670.00	391,670.00	345,644.57	296.10	0.00	46,025.43	88.2
500.001 ANNUAL CUSTOMER CHARGE - PEN	1,800.00	1,800.00	1,776.69	1.05	0.00	23.31	98.7
Revenue	453,545.00	453,545.00	408,851.78	10,014.71	0.00	44,693.22	90.1
Acct Class: 5990 Non Operating Revenues							
430.012 WWTF CAPACITY SALE REVENUE	0.00	0.00	100,000.00	0.00	0.00	-100,000.00	0.0
440.010 Interest Earned - Capital Res	0.00	0.00	851.61	0.00	0.00	-851.61	0.0
440.020 INTEREST WWTF RESERV	0.00	0.00	680.40	0.00	0.00	-680.40	0.0
465.055 CURRENT YR CONTRIBUTION INCOME	0.00	0.00	56,250.00	0.00	0.00	-56,250.00	0.0
Non Operating Revenues	0.00	0.00	157,782.01	0.00	0.00	-157,782.01	0.0
Dept: 000.000	453,545.00	453,545.00	566,633.79	10,014.71	0.00	-113,088.79	124.9
Revenues	453,545.00	453,545.00	566,633.79	10,014.71	0.00	-113,088.79	124.9
Expenditures							
Dept: 400.000 SANITATION DEPARTMENT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	85,049.00	85,049.00	57,952.02	5,740.17	0.00	27,096.98	68.1
720.010 SALARIES OVERTIME	10,865.00	10,865.00	8,890.44	351.94	0.00	1,974.56	81.8
720.020 SALARIES PART TIME	4,729.00	4,729.00	3,806.36	148.92	0.00	922.64	80.5
720.022 SOCIAL SECURITY	7,822.00	7,822.00	5,245.70	454.76	0.00	2,576.30	67.1
720.024 UNEMPLOYMENT INSURANCE	564.00	564.00	421.75	74.98	0.00	142.25	74.8
720.026 WORKERS COMP INSURANCE	4,285.00	4,285.00	2,795.79	257.07	0.00	1,489.21	65.2
720.028 HEALTH INS & OTHER BENEFITS	39,416.00	39,416.00	27,365.72	2,555.51	0.00	12,050.28	69.4
720.030 RETIREMENT	8,505.00	8,505.00	5,883.53	574.96	0.00	2,621.47	69.2
720.032 LIABILITY & PROPERTY INS.	5,628.00	5,628.00	4,766.72	0.00	0.00	861.28	84.7
723.000 SUPPLIES	1,000.00	1,000.00	510.05	0.00	0.00	489.95	51.0
723.001 POSTAGE	3,000.00	3,000.00	2,873.70	0.00	0.00	126.30	95.8
723.020 GAS,GREASE AND OIL	3,000.00	3,000.00	1,886.86	0.00	0.00	1,113.14	62.9
723.041 METERS AND PARTS	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
723.055 COMPUTER EXPENSES	1,200.00	1,200.00	2,133.60	0.00	0.00	-933.60	177.8
723.065 WATER AND SEWER CHARGE	1,500.00	1,500.00	337.42	0.00	0.00	1,162.58	22.5
724.000 TRAINING, CONFERENCES, DUES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
726.000 ELECTRICAL SERVICE	8,200.00	8,200.00	7,369.17	0.00	0.00	830.83	89.9
727.000 HEATING/NATURAL GAS	1,800.00	1,800.00	1,381.69	0.00	0.00	418.31	76.8
728.020 MAINTENANCE OTHER	1,500.00	1,500.00	787.27	0.00	0.00	712.73	52.5
728.040 PUMP STATION MAINTENANCE	5,500.00	5,500.00	617.10	0.00	0.00	4,882.90	11.2
728.060 SANITATION LINES MAINTENANCE	5,000.00	5,000.00	205.42	0.00	0.00	4,794.58	4.1
728.063 SUSIE WILSON PS COSTS	8,000.00	8,000.00	5,399.12	0.00	0.00	2,600.88	67.5
728.064 WEST ST PS COSTS	13,500.00	13,500.00	6,023.67	19.58	0.00	7,476.33	44.6
729.000 UNIFORMS,BOOTS,ETC	1,000.00	1,000.00	1,165.56	0.00	0.00	-165.56	116.6
735.000 INTERVIEW COSTS	0.00	0.00	306.00	0.00	0.00	-306.00	0.0
745.014 CONTRACT SERVICES	141,636.00	141,636.00	106,227.00	0.00	0.00	35,409.00	75.0
745.015 RIGHT OF WAY AGREEMENTS	8,700.00	8,700.00	7,171.12	0.00	0.00	1,528.88	82.4
745.039 OTHER PROFESSIONAL SERVICES	1,000.00	1,000.00	495.00	0.00	0.00	505.00	49.5
745.041 AUDIT	1,646.00	1,646.00	1,633.00	0.00	0.00	13.00	99.2
745.050 PRINTING AND ADVERTISING	0.00	0.00	833.74	0.00	0.00	-833.74	0.0

REVENUE/EXPENDITURE REPORT
Bill List 4/22/14

Village of Essex Junction

For the Period: 7/1/2013 to 4/30/2014	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 400 - SANITATION FUND							
Expenditures							
Dept: 400.000 SANITATION DEPARTMENT							
Acct Class: 7000 Operating Expenses							
750.020 TRANS TO CAPITAL RESERVE	75,000.00	75,000.00	56,250.00	0.00	0.00	18,750.00	75.0
755.023 CAPITAL OUTLAY	0.00	0.00	1,205.00	0.00	0.00	-1,205.00	0.0
Operating Expenses	453,545.00	453,545.00	321,939.52	10,177.89	0.00	131,605.48	71.0
Acct Class: 8000 Capital Projects							
750.211 METER REPLACEMENT PROGRAM	0.00	0.00	95,317.77	0.00	0.00	-95,317.77	0.0
750.425 INFILTRATION & INFLOW STUDY	0.00	0.00	2,293.32	0.00	0.00	-2,293.32	0.0
750.426 UTILITY RATE STUDY	0.00	0.00	256.93	0.00	0.00	-256.93	0.0
750.627 ARRA Loan-AR1-004 Admin Fee	0.00	0.00	4,461.40	0.00	0.00	-4,461.40	0.0
794.062 TRANS TO WWTF FOR DEBT PYMNTS	0.00	0.00	39,868.96	9,060.16	0.00	-39,868.96	0.0
Capital Projects	0.00	0.00	142,198.38	9,060.16	0.00	-142,198.38	0.0
SANITATION DEPARTMENT	453,545.00	453,545.00	464,137.90	19,238.05	0.00	-10,592.90	102.3
Expenditures	453,545.00	453,545.00	464,137.90	19,238.05	0.00	-10,592.90	102.3
Net Effect for SANITATION FUND	0.00	0.00	102,495.89	-9,223.34	0.00	-102,495.89	0.0
Change in Fund Balance:			102,495.89				
Fund: 600 - WASTEWATER FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	283.54	0.00	0.00	-283.54	0.0
445.000 MISC. - UNCLASSIFIED RECEIPTS	0.00	0.00	46.45	0.00	0.00	-46.45	0.0
460.011 VILLAGE USER PENALTIES	2,800.00	2,800.00	2,326.36	1.22	0.00	473.64	83.1
460.012 VILLAGE USER CHARGE	677,209.00	677,209.00	448,245.57	560.70	0.00	228,963.43	66.2
460.013 WASTEWATER CHARGE - ESSEX	434,242.00	434,242.00	361,871.40	36,187.14	0.00	72,370.60	83.3
460.014 WASTEWATER CHARGE - WILLISTON	567,359.00	567,359.00	472,803.90	47,280.39	0.00	94,555.10	83.3
460.016 PUMP STATION MAINT. FEE	30,300.00	30,300.00	22,725.00	0.00	0.00	7,575.00	75.0
460.025 VILL. SEPTAGE DISCHARGE INCOME	12,000.00	12,000.00	12,775.32	822.40	0.00	-775.32	106.5
460.026 SHARED SEPTAGE REVENUES	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
460.027 VILLAGE LEACHATE REVENUES	0.00	0.00	12,429.11	0.00	0.00	-12,429.11	0.0
Revenue	1,729,910.00	1,729,910.00	1,333,506.65	84,851.85	0.00	396,403.35	77.1
Acct Class: 5990 Non Operating Revenues							
430.013 ESSEX - DEBT PAYMENT	0.00	0.00	36,850.59	8,374.24	0.00	-36,850.59	0.0
430.014 WILLISTON - DEBT PAYMENT	0.00	0.00	33,843.27	7,690.83	0.00	-33,843.27	0.0
430.015 ESSEX JCT - DEBT PAYMENT	0.00	0.00	39,868.96	9,060.16	0.00	-39,868.96	0.0
440.010 Interest Earned - Capital Res	0.00	0.00	540.44	0.00	0.00	-540.44	0.0
440.012 WWTF REFURB INTEREST	0.00	0.00	1,562.77	0.00	0.00	-1,562.77	0.0
445.100 SALE OF ASSET	0.00	0.00	4,500.00	0.00	0.00	-4,500.00	0.0
465.055 CURRENT YR CONTRIBUTION INCOME	0.00	0.00	127,500.00	0.00	0.00	-127,500.00	0.0
Non Operating Revenues	0.00	0.00	244,666.03	25,125.23	0.00	-244,666.03	0.0
Dept: 000.000	1,729,910.00	1,729,910.00	1,578,172.68	109,977.08	0.00	151,737.32	91.2
Revenues	1,729,910.00	1,729,910.00	1,578,172.68	109,977.08	0.00	151,737.32	91.2
Expenditures							
Dept: 600.000 WASTEWATER TREATMENT PLANT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	286,000.00	286,000.00	224,760.06	21,378.73	0.00	61,239.94	78.6
720.009 SALARIES OVERTIME	42,000.00	42,000.00	28,397.18	2,320.96	0.00	13,602.82	67.6
720.020 SALARIES PART TIME	12,000.00	12,000.00	5,105.03	297.83	0.00	6,894.97	42.5
720.022 SOCIAL SECURITY	26,492.00	26,492.00	19,170.25	1,770.01	0.00	7,321.75	72.4
720.024 UNEMPLOYMENT INSURANCE	1,637.00	1,637.00	1,128.85	127.38	0.00	508.15	69.0
720.026 WORKERS COMP INSURANCE	16,055.00	16,055.00	6,346.68	596.38	0.00	9,708.32	39.5

REVENUE/EXPENDITURE REPORT
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Village of Essex Junction

For the Period: 7/1/2013 to 4/30/2014		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 600 - WASTEWATER FUND								
Expenditures								
Dept: 600.000 WASTEWATER TREATMENT PLANT								
Acct Class: 7000 Operating Expenses								
720.028	HEALTH INS & OTHER BENEFITS	124,767.00	124,767.00	87,327.41	7,057.20	0.00	37,439.59	70.0
720.030	RETIREMENT	28,600.00	28,600.00	22,021.43	2,137.55	0.00	6,578.57	77.0
720.032	LIABILITY & PROPERTY INS.	25,000.00	25,000.00	20,887.71	0.00	0.00	4,112.29	83.6
720.040	INTEREST EXPENSE	500.00	500.00	0.00	0.00	0.00	500.00	0.0
723.000	SUPPLIES	17,000.00	17,000.00	12,069.18	376.15	0.00	4,930.82	71.0
723.013	CHEMICALS	185,000.00	185,000.00	138,283.68	9,369.36	0.00	46,716.32	74.7
723.020	GAS,GREASE AND OIL	6,000.00	6,000.00	3,832.56	57.48	0.00	2,167.44	63.9
723.065	WATER AND SEWER CHARGE	6,000.00	6,000.00	3,582.27	1,738.80	0.00	2,417.73	59.7
724.000	TRAINING, CONFERENCES, DUES	6,500.00	6,500.00	3,567.84	285.33	0.00	2,932.16	54.9
725.000	TELEPHONE SERVICES	4,300.00	4,300.00	3,054.19	155.27	0.00	1,245.81	71.0
726.000	ELECTRICAL SERVICE	200,000.00	200,000.00	134,359.05	0.00	0.00	65,640.95	67.2
727.000	HEATING/NATURAL GAS	11,000.00	11,000.00	26,132.57	0.00	0.00	-15,132.57	237.6
728.020	MAINTENANCE OTHER	70,000.00	70,000.00	40,079.84	682.89	0.00	29,920.16	57.3
728.030	VEHICLE MAINTENANCE-TRAVEL	3,500.00	3,500.00	1,526.53	0.00	0.00	1,973.47	43.6
729.000	UNIFORMS,BOOTS,ETC	4,500.00	4,500.00	2,713.47	0.00	0.00	1,786.53	60.3
745.000	CONTRACT LABORATORY SERVICE	8,000.00	8,000.00	5,091.73	55.00	0.00	2,908.27	63.6
745.014	CONTRACT SERVICES	55,668.00	55,668.00	41,751.00	0.00	0.00	13,917.00	75.0
745.031	LEGAL SERVICES	1,000.00	1,000.00	4,537.50	1,353.00	0.00	-3,537.50	453.8
745.033	GRIT DISPOSAL	7,000.00	7,000.00	4,962.19	123.12	0.00	2,037.81	70.9
745.034	SLUDGE DEWATERING	150,000.00	150,000.00	101,408.55	0.00	0.00	48,591.45	67.6
745.035	SLUDGE MANAGEMENT	170,400.00	170,400.00	90,450.00	0.00	0.00	79,950.00	53.1
745.039	OTHER PROFESSIONAL SERVICES	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
745.041	AUDIT	3,866.00	3,866.00	3,834.00	0.00	0.00	32.00	99.2
745.052	WWTF ANNUAL PERMIT FEE	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	0.0
750.020	TRANS TO CAPITAL RESERVE	170,000.00	170,000.00	127,500.00	0.00	0.00	42,500.00	75.0
755.013	LOAN PAYMENT	51,625.00	51,625.00	0.00	0.00	0.00	51,625.00	0.0
755.013	CAPITAL OUTLAY	4,000.00	4,000.00	6,946.00	0.00	0.00	-2,946.00	173.7
Operating Expenses		1,709,910.00	1,709,910.00	1,170,826.75	49,882.44	0.00	539,083.25	68.5
Acct Class: 8000 Capital Projects								
750.426	UTILITY RATE STUDY	0.00	0.00	256.93	0.00	0.00	-256.93	0.0
750.625	WWTF REFURBISH (11)	0.00	0.00	3,417,171.52	23,290.33	0.00	-3,417,171.52	0.0
750.626	RZEDB Interest	0.00	0.00	50,532.84	25,125.25	0.00	-50,532.84	0.0
750.627	ARRA Loan-AR1-004 Admin Fee	0.00	0.00	736.65	0.00	0.00	-736.65	0.0
750.632	CO-GEN	0.00	0.00	224,561.14	5,485.60	0.00	-224,561.14	0.0
750.633	DIGESTER CLEARNING	0.00	0.00	20,790.42	0.00	0.00	-20,790.42	0.0
750.636	ARC FLASH ANALYSIS	0.00	0.00	15,010.00	0.00	0.00	-15,010.00	0.0
Capital Projects		0.00	0.00	3,729,059.50	53,901.18	0.00	-3,729,059.50	0.0
WASTEWATER TREATMENT PLANT		1,709,910.00	1,709,910.00	4,899,886.25	103,783.62	0.00	-3,189,976.25	286.6
Expenditures		1,709,910.00	1,709,910.00	4,899,886.25	103,783.62	0.00	-3,189,976.25	286.6
Net Effect for WASTEWATER FUND		20,000.00	20,000.00	-3,321,713.57	6,193.46	0.00	3,341,713.57	6,608.6
Change in Fund Balance:				-3,321,713.57				
Grand Total Net Effect:		-15,000.00	-15,000.00	-2,975,676.99	-111,420.19	0.00	2,960,676.99	

State of Vermont
Program Development - Structures Section
One National Life Drive [phone] 802-828-2621
Montpelier, VT 05633-5001 [fax] 802-828-3566
www.aot.state.vt.us [ttd] 800-253-0191

Agency of Transportation

RE: Receipt and Reply for Calendar Year 2013 Bridge Inspection Summary Reports

The bridge inspection reports for structures inspected during calendar year 2013 have been received, reviewed, and shared with those individuals charged with preventative and routine maintenance of the structures.

Please return this to: State of Vermont
Program Development – Structures Section
One National Life Drive
Montpelier, VT 05633-5001

Attn: Pam Thurber, Bridge Management and Inspection Engineer

City, Town, or Village of

Essex Junction

Please type or write in city, town, or village name

Signatures

of

~~Select~~ Board of
Trustees

Members'

Date

April 29, 2014

STRUCTURE INSPECTION, INVENTORY and APPRAISAL SHEET

Vermont Agency of Transportation ~ Structures Section ~ Bridge Management and Inspection Unit

Inspection Report for **ESSEX VILLAGE**

bridge no.: 00035

District: 5

Located on: **C3HUB** over **INDIAN BROOK**

approx. 0.08 MILES JCT W VT15

Owner: 04 CITY-OWNED

CONDITION

Deck Rating: 8 **VERY GOOD**
Superstructure Rating: 8 **VERY GOOD**
Substructure Rating: 8 **VERY GOOD**
Channel Rating: 8 **VERY GOOD**
Culvert Rating: N **NOT APPLICABLE**
Federal Str. Number: 100406003504061
Federal Sufficiency Rating (April 2014): 088.5
Deficiency Status of Structure (April 2014): ND

AGE and SERVICE

Year Built: 1997 Year Reconstructed: 0000
Service On: 5 **HIGHWAY-PEDESTRIAN**
Service Under: 5 **WATERWAY**
Lanes On the Structure: 02
Lanes Under the Structure: 00
Bypass, Detour Length (miles): 01
ADT: 000400 % Truck ADT: 04
Year of ADT: 2007

GEOMETRIC DATA

Length of Maximum Span (ft): 0025
Structure Length (ft): 000028
Lt Curb/Sidewalk Width (ft): 5
Rt Curb/Sidewalk Width (ft): 8
Bridge Rdwy Width Curb-to-Curb (ft): 25
Deck Width Out-to-Out (ft): 27
Appr. Roadway Width (ft): 025
Skew: 00
Bridge Median: 0 **NO MEDIAN**
Min Vertical Clr Over (ft): 99 FT 99 IN
Feature Under: **FEATURE NOT A HIGHWAY
OR RAILROAD**
Min Vertical Underclr (ft): 00 FT 00 IN

STRUCTURE TYPE and MATERIALS

Bridge Type: **TIMBER STRINGER**
Number of Approach Spans 0000 Number of Main Spans: 001
Kind of Material and/or Design: 7 **TIMBER**
Deck Structure Type: 8 **TIMBER**
Type of Wearing Surface: 6 **BITUMINOUS**
Type of Membrane 0 **NONE**
Deck Protection: 7 **CCA.CREOSOTED WOOD**

APPRAISAL *AS COMPARED TO FEDERAL STANDARDS

Bridge Railings: 0 **DOES NOT MEET CURRENT STANDARD**
Transitions: 0 **DOES NOT MEET CURRENT STANDARD**
Approach Guardrail 0 **DOES NOT MEET CURRENT STANDARD**
Approach Guardrail Ends: 0 **DOES NOT MEET CURRENT STANDARD**
Structural Evaluation: 8 **EQUAL TO DESIRABLE CRITERIA**
Deck Geometry: 5 **BETTER THAN MINIMUM TOLERABLE CRITERIA**
Underclearances Vertical and Horizontal: N **NOT APPLICABLE**

Waterway Adequacy: 9 **CHANCE OF OVERTOPPING REMOTE**

Approach Roadway Alignment: 8 **EQUAL TO DESIRABLE CRITERIA**

Scour Critical Bridges: U **UNKNOWN FOUNDATION**

DESIGN VEHICLE, RATING, and POSTING

Load Rating Method (Inv): 5 **NO RATING ANALYSIS PERFORMED**
Posting Status: A **OPEN, NO RESTRICTION**
Bridge Posting: 5 **NO POSTING REQUIRED**
Load Posting: 10 **NO LOAD POSTING SIGNS ARE NEEDED**
Posted Vehicle: **POSTING NOT REQUIRED**
Posted Weight (tons):
Design Load: 5 **HS 20**

INSPECTION and CROSS REFERENCE X-Ref. Route:

Insp. Date: 092013 Insp. Freq. (months) 24 X-Ref. BrNum:

INSPECTION SUMMARY and NEEDS

9/11/2013 Structure is in good condition. Metal roofing has been removed from the soffit area so soffit is exposed. ~FRE/SJH

9/22/2011 The structure is in good condition. The metal roofing on the underside of the bridge should be removed so the bridge can be inspected. DCP/FRE

09/02/09 This structure is in good condition. The corrugated tin attached to the stringers to prevent creosote from leaking into the stream, restricts the view of the timber stringers and the soffit. DCP