



**TRUSTEES MEETING NOTICE & AGENDA**  
**TUESDAY, OCTOBER 13, 2015 at 6:30 PM**  
**LINCOLN HALL MEETING ROOM, 2 LINCOLN STREET**

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS**
  - a. Comments from Public on Items Not on Agenda
4. **OLD BUSINESS**
  - a. Estimate for Lincoln Hall Single Phase Rehabilitation – Pat Scheidel and Lauren Morrisseau
  - b. Amend FYE 16 General Fund Capital Reserve Fund – Pat Scheidel and Lauren Morrisseau
5. **NEW BUSINESS**
  - a. Request for Well at 19 Taft Street – Robin Pierce and Rick Jones
  - b. VT Urban & Community Forestry Program Tree Canopy Grant Award – Robin Pierce
  - c. Request from Capital Program Review Committee – Andrew Brown
  - d. Grant Application and Letter of Support for Brickyard Road Stormwater Improvement Project - James Jutras
  - e. 2016 Blue Cross-Blue Shield Plans and Rates – Susan McNamara-Hill
  - f. Set FYE 17 Budget Goals – Pat Scheidel and Lauren Morrisseau
  - g. \*Settlement Agreement with Green Meadows Apartments, LLC – David Barra
  - h. Design Five Corners: Next Steps – George Tyler
6. **MUNICIPAL MANAGER’S REPORT**
  - a. Trustees meeting schedule
7. **TRUSTEES’ COMMENTS & CONCERNS/READING FILE**
  - a. Board Member Comments
  - b. Minutes from Other Boards/Committees:
    - Planning Commission 9/17/15 & 10/1/15
    - Bike/Walk Advisory Committee 9/21/15
  - c. Email Update from Robin Pierce on Development Projects
  - d. Article in BioCycle Magazine about Essex Jct. Wastewater Treatment Facility
  - e. Email from Web Host about Website Statistics
  - f. Letter from Pat Scheidel to Resident of West Street about Water Problems
8. **CONSENT AGENDA**
  - a. Approve Minutes of Previous Meeting 9/22/15
  - b. Expense Warrant #16010 dated 9/29/15 in the amount of \$446,370.46
  - c. Expense Warrant #16011 dated 10/08/15 in the amount of \$594,601.65
  - d. Approve Request from Essex High School to Waive Ordinances for Homecoming Fireworks and Bon Fire 10/16/15

9. **EXECUTIVE SESSION**

- a. \*Legal Issues

10. **ADJOURN**

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



## MEMORANDUM

To: Village of Essex Junction Trustees; Pat Scheidel, Municipal Manager  
From: Lauren Morriseau, Finance Director/Assistant Manager *LM*  
Date: October 13, 2015  
Re: Amendment of FYE16 General Fund Capital Plan

### **Issue:**

The issue is whether the Trustees will approve the amendment of the FYE16 General Fund Capital Plan.

### **Discussion:**

Staff finds it necessary to amend the FYE 16 Capital Plan. Amendment to the plan is necessary if the Trustees approve the sole source restoration of Lincoln Hall as a continuous project. In the previous version of the FYE 16 Capital Plan the Lincoln Hall Restoration Project was to be accomplished in three phases with a year between each phase. We have learned that it would be more economical to complete the project all at one time. We have received a price from Liszt Restoration for a continuous project which the Trustees will consider before amending the plan.

Amendment to the FYE16 Capital Plan is also necessary due to the amount spent for paving this summer. The budget amount was \$175,000 but the actual cost is \$220,555. The overrun is explained on the attached memo from the Town Public Works Director dated October 12, 2015.

In addition to the change for the Lincoln Hall Restoration project and FYE16 paving, we have also removed the Multiuse Path West St. Project from the Capital Plan because we failed to receive the grant for which we had applied. The plan has also been updated to reflect actual activity accomplished on projects in FYE15. The delay of the Multiuse Path North has caused a shift of expense from FYE15 to FYE16 of \$465,368.

### **Cost:**

Changes to the FYE16 Capital Budget are due to the cost overrun of the paving project, the removal of the West St. Multiuse Path project, and due to the timing of other projects. Changes are outlined below:

Lincoln Hall Restoration continuous project	\$218,680
Additional cost for paving	\$45,555
Removing the Multiuse Path West St. Project	(80,000)
Delay in Multiuse Path North Project (shift from FYE15 to FYE 16)	\$465,368
Other changes due to timing of project Expenditures	<u>(53,505)</u>
Total change in FYE16 Capital Budget	\$596,098

### **Recommendation:**

Staff recommends the Village Trustees approve the updated FYE16 Capital Plan for a budgeted amount of \$6,988,517.



**GENERAL FUND CAPITAL RESERVE FUNDING & FUND BALANCE**

	Prior	FY15	FY16	FY17	FY18	FY19	FY20	Future
<b>Beginning Fund Balance</b>			263,741	61,448	205,942	18,245	93,607	
<b>Planned Spending</b>			(6,988,517)	(345,467)	(928,820)	(488,513)	(231,525)	
<b>Funding Sources</b>								
1 Efficiency VT for Fire House Lighting			5,000					
2 Main St. Scoping Study Grant			31,500					
3 Main St. Sidewalk Grant			215,541		215,541			
4 Crescent Connector Grant		445,390	3,803,799					
5 Multiuse Path North Grants		46,692	12,058					
6 Pearl St. Missing Link Grants			56,984					
VLCT Equipment Grant			5,000					
Vermont Historic Preservation Grant								
CVE Annual Contribution		75,000	15,000	15,000	15,000	15,000		
Transfer in of Fund Balance								
General Fund Transfer In		391,427	410,999	474,960	510,582	548,876	590,042	
			6,786,224	489,960	741,123	563,876	590,042	
<b>Total Revenues</b>			<b>61,448</b>	<b>205,942</b>	<b>18,245</b>	<b>93,607</b>	<b>452,124</b>	
<b>Ending Fund Balance</b>								

W, S - The project involves water line or sanitary sewer line work in addition to streets/sidewalk work. Additional funds have been set aside in the Water and or Sanitation Capital Reserve for the water line or sanitary sewer line work.

# Memorandum

TO: Patrick C. Scheidel, Municipal Manager and the Trustees  
FROM: Dennis Lutz, P.E., Town Public Works Director  
DATE: 12 October 2015  
SUBJECT: Paving Cost Overrun (INFORMATION)

After much work went into the joint paving contract for this year, it is important for the Trustees to understand the reason for the very significant cost overrun and what actions will be taken to prevent or reduce this from occurring in the future.

The reason for the paving cost overrun goes back to an error in the bid documents.

This error is one for which I will accept the responsibility.

The Town and Village paving bids were very different prior to this year. The Town bids its projects on the basis of very specific design information on each project; contractors bid on each project and then sum those projects together into one overall cost. The Village had bid its projects for work on identified roads as a lump sum cost for all selected roads with a unit bid price to stay within that lump sum. In my opinion, the preferred way to bid this work is to base the bids on a project-by-project design for the actual conditions. When we have done that, our costs have never exceeded our estimates by any significant number.

When the bids were put together for this year, we tried to combine methods into one paving document – essentially maintaining the Town’s system but modifying the Village’s system as a means of incorporating the Village process, but merging it into the Town’s bid system.

The problem is that the Town’s pre-bid estimate always includes a 10% (+ or -) contingency. What was missed in the Village specifications was a 25% added shim coat. The following numbers will show why this caused a problem.

The project estimate prior to bid for the chosen Village streets was 2298.9 tons based on a 1.5 inch overlay. The bid itself carried a quantity of 2529 tons - about a 9% added contingency (reference attachments).

However, a .5 inch shim adds 33% to the base quantity. Two inches divided by 1.5 inches= 1.3. Using  $1.33 \times 2298.9$  tons gives a new total of 3056 tons.

The Village had set aside \$175,000 for paving. At the bid price of 2529 tons x \$66.50 per ton, the submitted low bid was at \$168,178.50 without the shim. The bid was within allowed costs.

However, using the new value of 3056 tons with a shim coat, the cost was in reality \$66.50 x 3056 tons or \$203,224 at the time of the bid acceptance. This was \$28,224 more than budgeted.

The actual bills from the contractor totaled \$31,985 over the bid. The difference is \$3761 (\$31,985 - \$28,224). It is very close to the error in accounting for the shim.

All of the projects were on long roads with relatively large quantities of hot mix. Once the overrun was noted, it would have been difficult to cut back on the paving effort. The only short stretch was Countryside Drive entrance. Had this road not been paved this year, the savings would have been about \$22,000 – still shy of the total overage.

**What needs to be done to fix this for future years?**

- 1) Change the specifications so every road (Village and Town) is project specific and the actual depth of pavement overlay on each project and level of shimming is clearly defined.
- 2) Look carefully at where shims may be needed and where they are not.
- 3) Leave more room between the amount of money budgeted and the bid prices for the first summer of the fiscal year. Projects can still be paved in the same fiscal year the following spring if money is available at that time.

## **MEMORANDUM**

**TO:** Patrick C. Scheidel, Municipal Manager and the Trustees  
**FROM:** Dennis Lutz, P.E., Town Public Works Director  
**DATE:** 12 October 2015  
**SUBJECT:** Comments and concerns relating to the Village Capital Committee request for staff to do an inventory of specific infrastructure items

### **Issue**

The issue is that, although the request to capture specific infrastructure information may be valuable, there are broader issues that should be considered before staff is directed to compile more information.

### **Discussion**

The Town IT staff (Rick Garey and Rob Poluba), the GIS Coordinator for the Town (Shannon Lunderville), the Public Works Director for the Town, the Village Water Quality Superintendent (Jim Jutras), the Village Public Works Superintendent (Rick Jones) and the Director of Administration (Doug Fisher) have initiated a look at infrastructure management software for the entire community (Town and Village).

Such a system is needed and essential to manage not only the hard assets in the community – such as roads, water lines and valves, storm lines and catch basins, sewers, manholes and pump stations and the wastewater treatment facility – but also the costs and maintenance associated with that infrastructure as well as the information and analysis needed for management of capital expenditures.

A number of software systems have already been presented to the group and the intent is to pursue those and others to find the best solution for the community. This will be happening over the next few months with briefings to both boards on the systems and why it is so important to have such software and related capability for both the Town and the Village.

The issue is that all these systems need to operate off one common base – a GIS based data system in the public domain. Currently, the Town has about 90% of its assets in the Town GIS system. It is appropriate and cost efficient to build on this system rather than create a new one. This system is operated and overseen by Shannon. Per discussions with her, she has only partial information on the Village infrastructure. Some is located within the private sector (Hamlin Engineering), some is held within the Village Public Works Superintendent's Cloud files and some is nestled with the CCRPC.



Before more data is collected on limited items of information, a number of actions should be taken, some of which can and should be concurrent:

- 1) Identify the software system with greatest value to the community and incorporate the costs for such a system into the budget process for the coming year.
- 2) Define the data that is needed to populate the software to get the system running and usable.
- 3) Obtain the data that already exists and input it into the GIS system as quickly as possible.
- 4) Identify the data that is non-existent today but needed for incorporation into the GIS system and determine the best way to obtain that data. Some potential ways include using in-house staff, using summer college interns with GPS units and other equipment, hiring outside contract services, using the CCRPC summer staff.

It would take many pages to describe the types of information that can be derived from a tested infrastructure management system. However, an example is provided.

A complaint comes into the community through a customer interface such as "See-Click-Fix". That system provides the customer interface and gets a complain request to the appropriate party. It can create a work order and the work can be assigned along with a response to the customer. However, it stops there without an infrastructure management program linked to "See-Click-Fix". Once the information gets into the latter program, it can then provide actual costs for the fix and input the data into the GIS database for use in future management decisions relating to the infrastructure. For example, over time it can provide data on where and how often pipes are repaired, pictures of the repair, costs for the repair and all this data is permanently captured in the GIS database for future reference. Most important, the data is entirely in the public domain. How many times have potholes been fixed on a given road and what is it costing us?

If the community is going to get an accurate handle on our infrastructure system and what is needed as we move into the future, that data has to be properly captured and made available to decision makers. So while I support the action by the Capital Committee to get some of this data, there needs to be a plan set in place towards a future objective. At this time, we have not defined that future objective.

### **Recommendation**

It is recommended that the Trustees accept the request from the Capital Committee but delay implementing it until more information can be brought to the Manager, the Trustees and the Capital Committee.

Agenda Addition  
New Business 5i.



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

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

October 13, 2015

Dear Chairman Volz:

I serve as a Trustee for the Village of Essex Junction and represent my board and community as the president of the Channel 17 Board of Trustees. Our community benefits from the services of Channel 17/ Town Meeting Television, which helps to open the doors of local government through regular coverage of our local meetings. Government access to cable television is an essential way of keeping citizens informed and supports democratic decision making.

We appreciate the opportunity to write to you as part of Docket #8301. Over the past several years, we have seen the erosion of public access to the cable network in the following ways:

Over the past decade Comcast has effectively reduced the percentage of PEG's bandwidth allocation on their networks as they introduced digital delivery of cable and subsequently newer versions of DOCSIS.

In addition, over the past decade Comcast has eliminated PEG access to most of the current commercial features of their networks, namely access to HD channels and non-inclusion of Channel 17 in the Interactive Program Guide. Not having access to the Interactive Program Guide is particularly problematic. Channel 17 has allowed Essex Junction to break new ground in public participation by offering residents the opportunity to watch town meeting live from home. The success of this effort is muted however by the fact that advertising the live stream of town meeting is limited to the village's own efforts. Imagine how much more effective those efforts would be if our residents could see on their program guides the actual time of the meeting.

The fact that our programming is not visible to our residents is detrimental to our ability to share important information with them. We are in a time when everyone gets their information from multiple sources. Depending on your age, you get your information from certain sources as well. We want to be able to reach as many residents as possible with our public information, including those who scan through their program guides looking for something to watch. Placing ads in the paper, hanging signs, and posting on Front Porch Forum are not enough. We need your help in ensuring we are making the maximum effort at transparency.

As viewers make the switch from video delivered on cable to video delivered via the Internet, Comcast's revenue will grow as will their service focus. We understand that there are no federal or state regulations at this time that require public access to Title II internet services. Nevertheless, Comcast must fulfill its obligation to provide public access to commercial features of the network--as spelled out in Rule 8.000. Comcast must also work to support the back-end transfer of video programming between community media centers in order to provide customers with access to timely, live, and relevant programming of local and statewide interest.

We appreciate your attention to our concerns.

Sincerely,

Elaine Sopchak  
Trustee, Village of Essex Junction  
President, Channel 17 Board of Trustees  
[esopchak@essexjunction.org](mailto:esopchak@essexjunction.org)  
(802) 324-2546

# **PUBLIC MEETING**

## **Presentation of Alternatives: Essex Junction Train Station Access and Circulation Study**

**We Want to Hear from You!**

**6:30 PM**

**Tuesday, October 27, 2015**

**Essex Junction Village Office  
2 Lincoln Street, Essex Junction**

The Village of Essex Junction and the Chittenden County Regional Planning Commission are sponsoring a public alternatives presentation meeting to present ideas for improving the Amtrak train station area in Essex Junction.

**The study area includes Railroad Avenue, Ivy Lane and the immediate area around the Amtrak train station**

FIGURE 1: PROJECT STUDY AREA



If you are unable to attend and have comments/questions, please contact Christine Forde, Senior Transportation Planner, Chittenden County Regional Planning Commission, 846-4490 or [cforde@ccrpcvt.org](mailto:cforde@ccrpcvt.org).

10/09/15  
01:48 pm

Town of Essex Accounts Payable  
Check Warrant Report # 16012 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 10/02/15 To 10/02/15 & Fund 2

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lmorrisseau

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
10510	07/27/15	BLUE TARP FINANCIAL INC ST BOLTS 713283	210-43110.610 SUPPLIES	1.52	2259	10/02/15
10510	07/27/15	BLUE TARP FINANCIAL INC ST SHELF FOR BREAK ROOM 713285	210-43110.610 SUPPLIES	9.15	2259	10/02/15
10510	07/31/15	BLUE TARP FINANCIAL INC ST D CON 713310	210-43161.002 MEMORIAL PARK	18.87	2259	10/02/15
10510	08/05/15	BLUE TARP FINANCIAL INC ST BATTERIES 713341	210-43110.610 SUPPLIES	23.01	2259	10/02/15
10510	08/10/15	BLUE TARP FINANCIAL INC ST TOOLS TRK 4 713365	210-43110.610 SUPPLIES	25.63	2259	10/02/15
10510	08/12/15	BLUE TARP FINANCIAL INC ST TRASH BAGS 713381	210-43110.610 SUPPLIES	10.79	2259	10/02/15
10510	08/18/15	BLUE TARP FINANCIAL INC LH TOILET RING 713416	210-41940.610 SUPPLIES	6.28	2259	10/02/15
10510	08/20/15	BLUE TARP FINANCIAL INC ST SUPPLIES 713428	210-43110.610 SUPPLIES	14.44	2259	10/02/15
00530	09/08/15	BRODART CO BL BOOKS B4090059	210-45551.640 ADULT COLLECTION-PRINT &	14.00	2261	10/02/15
00530	09/08/15	BRODART CO BL BOOKS B4090059	210-45551.610 SUPPLIES	0.90	2261	10/02/15
00530	09/08/15	BRODART CO BF BOOKS B4090060	210-49345.000 LIBRARY DONATION EXPENDIT	32.05	2261	10/02/15
00530	09/09/15	BRODART CO BL BOOKS B4092749	210-45551.641 JUVEN COLLECTION-PRNT & E	72.04	2261	10/02/15
00530	09/09/15	BRODART CO BL BOOKS B4092749	210-45551.610 SUPPLIES	7.20	2261	10/02/15
00530	09/09/15	BRODART CO BL BOOKS B4092836	210-45551.641 JUVEN COLLECTION-PRNT & E	10.44	2261	10/02/15
00530	09/09/15	BRODART CO BL BOOKS B4092836	210-45551.610 SUPPLIES	0.90	2261	10/02/15
00530	09/09/15	BRODART CO BF BOOKS B4092837	210-49345.000 LIBRARY DONATION EXPENDIT	15.19	2261	10/02/15
00530	09/10/15	BRODART CO BL BOOKS B4094064	210-45551.641 JUVEN COLLECTION-PRNT & E	14.92	2261	10/02/15
00530	09/10/15	BRODART CO BL BOOKS B4094064	210-45551.610 SUPPLIES	0.90	2261	10/02/15
00530	09/11/15	BRODART CO BL BOOKS B4095577	210-45551.640 ADULT COLLECTION-PRINT &	13.08	2261	10/02/15
00530	09/11/15	BRODART CO BL BOOKS B4095577	210-45551.610 SUPPLIES	0.90	2261	10/02/15
00530	09/11/15	BRODART CO BL BOOKS B4095578	210-45551.640 ADULT COLLECTION-PRINT &	10.80	2261	10/02/15
00530	09/11/15	BRODART CO BL BOOKS B4095578	210-45551.610 SUPPLIES	0.90	2261	10/02/15
00530	09/11/15	BRODART CO BL BOOKS B4095609	210-45551.641 JUVEN COLLECTION-PRNT & E	7.00	2261	10/02/15
00530	09/11/15	BRODART CO BL BOOKS B4095609	210-45551.610 SUPPLIES	0.90	2261	10/02/15
00530	09/11/15	BRODART CO BL BOOKS B4095610	210-45551.641 JUVEN COLLECTION-PRNT & E	9.19	2261	10/02/15

Town of Essex Accounts Payable  
Check Warrant Report # 16012 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01 (GENERAL FUND) All check #s 10/02/15 To 10/02/15 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	09/11/15	BL BOOKS B4095610	210-45551.610 SUPPLIES	0.90	2261	10/02/15
23525	09/16/15	ST REPAIRS 56696	210-43110.432 VEHICLE MAINTENANCE	121.56	2262	10/02/15
V10261	09/11/15	ST BEARING 4151173	210-43161.002 MEMORIAL PARK	7.96	2265	10/02/15
38955	09/11/15	ST FOUNTAIN SUPPLIES 47721733	210-43161.002 MEMORIAL PARK	35.17	2266	10/02/15
07010	09/17/15	ST 8/19-9/17 TL PRL/WST 09151198506	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	35.01	2269	10/02/15
07010	09/18/15	ST 8/19-9/18 SL WHIT WD 09152172609	210-43160.622 STREET LIGHTS - ELECTRIC	247.03	2269	10/02/15
07010	09/17/15	ST 8/17-9/14 TL PEARL ST 09154676300	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	52.80	2269	10/02/15
07010	09/17/15	ST 8/19-9/17 TL IBM/MPL 09158240207	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	51.92	2269	10/02/15
33495	06/29/15	BL BOOKS 86017377	210-20201.001 ACCOUNTS PAYABLE-ACCRUED	112.94	2273	10/02/15
33495	09/15/15	BL BOOKS 89201563	210-45551.640 ADULT COLLECTION-PRINT &	16.51	2273	10/02/15
V10098	09/29/15	DV 3 MONTHS CELL SERVICE 092915D	210-41970.535 TELEPHONE SERVICES	197.46	2277	10/02/15
26735	09/10/15	VF COMPRESSOR MAINTENANCE 112205	210-42220.570 MAINTENANCE OTHER	29.70	2278	10/02/15
25480	09/09/15	ST HIT PINS 33223	210-43110.610 SUPPLIES	15.05	2279	10/02/15
V10040	09/23/15	BL COMPUTER 1079342	210-45551.677 COMPUTER REPLACEMENT	486.54	2283	10/02/15
40840	09/15/15	ST PHONE 3551042	210-43110.535 TELEPHONE SERVICES	35.87	2285	10/02/15
V2124	09/12/15	ST TIME CLOCK 3277571694	210-43110.610 SUPPLIES	266.25	2286	10/02/15
36240	09/03/15	VR 7/3-8/20 CRES CNTR DSN 815177	230-46801.008 CRESCENT CONNECTOR	15789.49	2264	10/02/15
V10508	09/15/15	WW 2.98 TON GRIT U10000003065	255-43200.565 GRIT DISPOSAL	248.38	2257	10/02/15
10510	07/27/15	WW HOSE AND PAINT 713280	255-43200.570 MAINTENANCE OTHER	40.83	2259	10/02/15
10510	07/27/15	WW SPRAY PAINT RETURN 713281	255-43200.570 MAINTENANCE OTHER	-0.60	2259	10/02/15
10510	07/30/15	WW STAINLESS HARDWARE 713306	255-43200.570 MAINTENANCE OTHER	41.08	2259	10/02/15
10510	08/16/15	WW KEYS 713400	255-43200.610 SUPPLIES	2.24	2259	10/02/15
10510	08/20/15	WW TAP SET 713427	255-43200.610 SUPPLIES	47.68	2259	10/02/15
10510	08/24/15	WW KEYS 713451	255-43200.570 MAINTENANCE OTHER	4.48	2259	10/02/15
31275	09/18/15	SA STORM REPAIR 9847	256-43200.491 CONTRACTUAL SERVICES	827.50	2263	10/02/15

10/09/15  
01:48 pm

Town of Essex Accounts Payable  
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For Check Acct 01 (GENERAL FUND) All check #s 10/02/15 To 10/02/15 & Fund 2

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lmorrisseau

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07010	GREEN MOUNTAIN POWER CORP	09/17/15	SA 8/19-9/17 PS WEST ST 09151276302	256-43220.002 WEST ST PS COSTS	487.55	2269	10/02/15
07010	GREEN MOUNTAIN POWER CORP	09/18/15	SA 8/19-9/18 PS SO ST 09152688307	256-43200.622 ELECTRICAL SERVICE	88.86	2269	10/02/15
Report Total					19611.16		



Patrick Scheidel  
Municipal Manager  
[PatS@essexjunction.org](mailto:PatS@essexjunction.org)

2 Lincoln Street  
Essex Junction, VT 05452  
[www.essexjunction.org](http://www.essexjunction.org)

Office: (802) 878-6944  
Fax: (802) 878-6946

## **MEMORANDUM**

**TO:** Village Trustees  
**FROM:** Pat Scheidel, Municipal Manager *PS*  
Lauren Morriseau, Assistant Manager/Finance Director *LM*  
**DATE:** October 13, 2015  
**SUBJECT:** Lincoln Hall Exterior Rehabilitation Project

### **Issue**

The issue is whether or not the Trustees approve single phase rehabilitation for Lincoln Hall or continue the plan for a multi-phase project.

### **Discussion**

Liszt Historical Restoration, Inc. is currently stabilizing the masonry for a budget of \$50,000. In their latest proposal dated 9/18/15, they are offering two prices to complete the entire project in a single phase but with different time frames (see attached.)

### **Cost**

Liszt indicates the price would be \$245,000 to begin again in the spring of 2016. The second price of \$230,000 features a substantial discount should the Village wish Liszt continue into winter through the spring. The amount currently in the General Fund Capital Reserve Plan for the project in three phases is \$346,200.

In addition to the Liszt proposal are architect fees, asbestos removal, vinyl siding for the white building and gutters along the Pearl St. side of the building. We should also add 10% contingency. The total cost in FYE16 would be \$343,680. We may receive a Vermont Historic Preservation Grant which would bring the cost to the Village down to \$323,680.

### **Recommendation**

It is recommended that the Trustees waive the bid process for the Lincoln Hall Exterior Rehabilitation Project and sole source the project to Liszt Historical Restoration, Inc. It is also recommended that the Trustees approve a continuous one-phase project to be completed in FYE 16.



**VILLAGE OF ESSEX JUNCTION  
Capital Project Information Sheet**

**Project:** Lincoln Hall Exterior Rehabilitation

**Fund:** General Fund

**Project Description:**

The exterior rehabilitation of Lincoln Hall in accordance with the Building Envelope Evaluation completed in 2014 by Liszt Historical Restoration, Inc. Includes restoration of masonry, chimneys, foundation, woodwork/trim and siding replacement. We have applied for a historic preservation grant from the State of VT that has a maximum award of \$20,000.

Basis of Request: (check all that apply)

Comments

Legal Requirement? \_\_\_\_\_

Health or Safety Issue? \_\_\_\_\_

Cost Savings/Payback? \_\_\_\_\_

Asset Maint/Replacement?  \_\_\_\_\_

Growth Related Need? \_\_\_\_\_

Service Enhancement? \_\_\_\_\_

Other? (i.e. community proj) \_\_\_\_\_

**ESTIMATED EXPENDITURES BY FISCAL YEAR**

Project Cost & Schedule	Previously Set Aside	FY16	FY17	FY18	FY19	FY20	FY21
Scott and Partners Architects	7220	12,580					
Emergency stabilization of masonry & foundation		50,000					
Winter Restoration		230,000					
Contingency		20,000					
Siding on white building		20,000					
Asbestos - window trim		10,000					
Gutters on Pearl St. side		1,100					
<b>Total</b>	7220	343,680					

**Estimated annual impact on operating budget:** \_\_\_\_\_

**Estimated Life of Asset:** \_\_\_\_\_

**Proposed Financing:**

General Fund	\$ 323,680	94%	WWTF Fund	\$	%
Rolling Stock	\$	%	Federal Aid	\$	%
Water Fund	\$	%	State Aid	\$20,000	6%
Sanitation Fund	\$	%	Other/Capital	\$	%

**Dept Head:** Pat Scheidel

**Date:** 10/9/2015

September 18, 2015



H I S T O R I C A L  
R E S T O R A T I O N

47 Gauthier Drive #10  
802.487.7007/ fax 802.878.9550  
www.lisztrestoration.com

RECEIVED  
SEP 18 2015  
Village of Essex Junction

### **Lincoln Hall Rehabilitation Single-Phase Proposal**

This proposal contains a pricing comparison for the remainder of the Lincoln Hall restoration work to be performed for the Village of Essex Junction, Vermont. The repeated mobilization and cleanup for the three-phase approach have been discounted. The first price we offer is for completing the job in one phase, beginning in the spring of 2016. The second price features a more substantial discount should the Village wish to have the work proceed in one phase during 2015, continuing through the spring. Both prices take into consideration the extra basement window infill added for the current scope, while the painting touch-up work has been discounted for the 2015 price, since this would be redundant if work continued in-progress.

Contained within the winter pricing, Liszt Restoration provides additional cost coverage for staging, tenting, and heating operations. In this plan, most of the woodwork would remain to be completed in the spring, upon reception of the restoration grant results. The primary initial focus would be on the masonry. The tenting method also allows for a more controlled curing of the mortar by better stabilizing temperature and humidity, providing a more consistent color match with the original mortar.

Additionally, certain other activities, namely the East Elevation chimney rebuilds, would be performed at our shop in Essex Junction. We would set the chimneys using a crane in the spring. We have successfully performed this operation numerous times and it offers a significant savings in terms of both cost and liability. (The chimney bases would be stabilized and temporarily capped for the winter.) Another benefit of this approach could be the repurposing of the chimney brick for use on the lower, more noticeable regions in locations requiring replacement. Substitute bricks are far less evident when used on independent elements higher up, as in the chimneys. We could also begin select wood rehab at our shop, if needed.

September 18, 2015

Liszt Restoration will provide all labor, materials, equipment, and public safety measures in order to perform the scope of work. We hope that you will deeply consider the one-phase option, particularly the second of the plans for continuing operations. We believe that the consistency of the outcome will be very desirable and that you will be quite pleased with the final results. Thank you.

**1) Price for Remainder of Work Commencing in Spring 2016:**

**\$245,000.00**

**2) Price for Remainder of Work Continuing through Winter 2015:**

**\$230,000.00**

Sincerely,

Thomas J. Corr, *vice president*  
Liszt Historical Restoration



Patrick Scheidel  
Municipal Manager  
[PatS@essexjunction.org](mailto:PatS@essexjunction.org)

2 Lincoln Street  
Essex Junction, VT 05452  
[www.essexjunction.org](http://www.essexjunction.org)

Office: (802) 878-6944  
Fax: (802) 878-6946

## **MEMORANDUM**

**TO:** Village Trustees  
**FROM:** Pat Scheidel, Municipal Manager  
**DATE:** October 9, 2015  
**SUBJECT:** Amend FYE 16 General Fund Capital Reserve Fund

Due to scheduled time off by staff who should contribute to this memo, the final memo will be sent to you electronically on Tuesday, Oct. 13<sup>th</sup>.

**Patty Benoit**

---

**Subject:**

FW: Letter to Essex Junction city council

**From:** Dr. Prabhakar Metlapalli, Ph.D. [mailto:pmetlapalli@gmail.com]

**Sent:** Wednesday, September 23, 2015 11:44 PM

**To:** Patrick C. Scheidel <pats@essexjunction.org>

**Subject:** Letter to Essex Junction city council

Patrick,

As discussed over the phone, I am sending below a written request for approving a private water source (drilled well) at my home located at 19 Taft St in Essex Junction. Please forward this to the city council and have this added to the agenda in the meeting scheduled for Oct 13th. Please let me know as soon as it is added to the meeting's agenda and the time and place of the meeting so I can attend. Thanks

Prabhakar

-----  
Request to approve private drilled well water supply at 19 Taft St in Essex Jct  
-----

My name is Dr. Prabhakar Metlapalli, homeowner of 19 Taft St in Essex Junction. My wife is experiencing serious health issues when using town water for past several years. I request the city council of Essex Junction to approve drilling a well in my home's lot to serve as a water supply source for my family.

Based on the requirements specified in the Village of Essex Junction Land Development Code dated March 29, 2011, Section 1416, I can have the curb stop and easement made as described in part C for a Private Water Supply source.

The drilling company has assured that there would be no mixing between the drilled well and city water pipes by using a T and then 2 ball valves.

In any case, we will remain connected to the town water supply (the pipe will be in place), only thing is that we may not be using that water and using our own water instead. There will be a switch to choose either the town water or drilled well water.

The used water from the home will still go into the public sewer as before.

Please approve this request at your earliest convenience. If you have any questions, you can call me at (248) 946 1570 (my cell number).

Thanks

Dr. Prabhakar Metlapalli, Ph.D.  
-----



Community Development Department

2 Lincoln Street  
Essex Junction, VT 05452  
[www.essexjunction.org](http://www.essexjunction.org)

Office: (802) 878-6944  
Fax: (802) 878-6946

## **MEMORANDUM**

**TO:** Village Trustees and Pat Scheidel, Municipal Manager  
**FROM:** Robin Pierce, Community Development Director  
Rick Jones, Public Works Superintendent  
**DATE:** October 13, 2015  
**SUBJECT:** Resident request for private well on their property

### **Issue**

The issue is whether or not the Trustees approve a well for a private water source to 19 Taft Street.

### **Discussion**

Dr. Metlapalli has requested that he be permitted to install a well at his property on 19 Taft Street that he purchased recently. His plan is to remain connected to the Village water supply, but have a disconnect valve and only use the well water. There will be a switch that can be used to choose between Village and well water. All used water from the home will go into the public sewer as currently designed.

Jim Fay, General Manager of the Champlain Water District (CWD) has provided a letter on this subject, which is attached. CWD does not have an official policy regarding plumbing interconnections within served municipal systems. They view such proposals through the lens of their retail cross connection control regulations, which frown on such hybrid home plumbing supply systems, due to the strong possibility of mingling high quality potable public water with an untested well supply and the attendant risk to the public water system. CWD water is treated to high levels and they do not recommend further treatment. However, because CWD water is tested for over 200 parameters, it is highly amenable to treatment compared to unprotected and untested private well supply. CWD strongly supports that residents hooked up to CWD served municipal water systems do not intermingle plumbing of private well supplies and plumbing of public water supplies within residences. Section 1416 of the Village LDC states that:

### **SECTION 1416: WATER SUPPLY**

A. Off-Site. All new development (residential, commercial and industrial) must be directly connected to a public water main. The developer is required to provide such facilities as may be necessary. The developer may be required by the Planning Commission to provide or to have installed at his/her expense, larger water lines, meters, and other facilities outside the development, if the water service would otherwise be inadequate.

B. Exception. An exception may be granted by Village Trustees for the development of one single-family residence, commercial or light industrial use if the applicant meets **all** of the following requirements:

1. The lot to be developed is more than 1,000' from an existing public water line having capacity to serve those lots, or that there are unique physical conditions that prohibit or severely restrict the connection to a public sewer; for example, class one or two wetlands, steep slopes in excess of 20%, ledge material.
2. Each lot has a minimum area of 3 acres.
3. Facilities will be designed and installed as specified in all applicable Village and State regulations and standards.

**Recommendation**

The property in question does not meet the standards of Section 1416: Water Supply, of the Village Land Development Code. The General Manager of the CWD states that they do not support intermingling private and public water supplies. Staff therefore recommends that the Trustees do not grant an exception to the LDC standards and deny this request.



CHAMPLAIN WATER DISTRICT  
Dedicated to Quality Water & Service



First In The Nation - Excellence In Water Treatment, Partnership For Safe Water

Rick Jones  
Public Works Director  
Village of Essex Junction  
2 Lincoln Street  
Essex Jct VT 05452  
September 30, 2015

RECEIVED

OCT 05 2015

Village of Essex Junction

Dear Rick,

Thank you for your inquiry into CWD's policy regarding the intermingling of private well water plumbing systems in homes that had previously been solely devoted to plumbing exclusively connected to CWD's served municipal water systems. In the case of the Village of Essex Junction, this system is a served municipal water system of the Champlain Water District. Currently, all residents connected to the Village water system receive all of their water from Champlain Water District. I appreciate the opportunity to provide you with the following information.

Champlain Water District does not have an official policy regarding plumbing interconnections within served municipal systems. However, CWD views such proposals through the lens of our retail system cross connection control regulations. These regulations frown on such hybrid home plumbing supply systems due to the strong possibility of mingling high quality potable water with an untested well supply and the attendant risk to the public water system. In addition, CWD water is treated to high levels and we do not recommend further treatment. However, because CWD water is tested for over 200 parameters (see Water Quality Report & Non-detect Reports 2015), it is highly amenable to treatment as compared to an unprotected and untested private well supply.

CWD is a 15 year recipient of the Excellence in Water Treatment Award under the Partnership for Safe Water. The Partnership for Safe Water is a water program founded in conjunction with U.S. E.P.A. Under this program, CWD is required to demonstrate annually the highest level of water quality and the Excellence Award demonstrates the highest quality for water systems throughout the world. In 2014, CWD's water was selected as the best tasting water in North America under the "People's Choice" "Best of the Best" Competition. In addition, CWD remains in compliance with all State of Vermont and Federal Drinking Water regulations. CWD is committed to achieving results far higher than U.S.E.P.A. and State of Vermont baseline requirements.




Dr. Sara Vose of the Vermont Department of Health is a renowned expert on public health questions and would gladly discuss any resident's concerns regarding public water system supplies in the Village of Essex Junction.

Dr. Vose's Contact information is:

Sarah Vose, Ph.D. [sarah.vose@vermont.gov](mailto:sarah.vose@vermont.gov)  
State Toxicologist  
Vermont Department of Health  
108 Cherry Street Suite 201  
PO Box 70, Drawer 30  
Burlington, VT 05402-0070  
802-863-7598

Given the overall public health benefits gained with well run, protected public water supplies and the baseline provided to consumers if they choose further treatment, CWD strongly supports requiring residents hooked up to CWD served municipal water systems to not intermingle plumbing of private well supplies and plumbing of public water supplies within residences.

Sincerely,



Jim Fay  
General Manager  
CHAMPLAIN WATER DISTRICT

cc: Pat Scheidel, Village of Essex Junction  
Aaron Martin, Champlain Water District Board of Commissioners  
Sarah Vose, Vermont Department of Health  
Michael Barsotti, Champlain Water District



Community Development Department

2 Lincoln Street  
Essex Junction, VT 05452  
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Office: (802) 878-6944  
Fax: (802) 878-6946

## **MEMORANDUM**

**TO:** Village Trustees and Pat Scheidel, Municipal Manager  
**FROM:** Robin Pierce, Community Development Director *RJP*  
**DATE:** October 13, 2015  
**SUBJECT:** VT Urban & Community Forestry Program's Tree Canopy Grant Award.

### **Issue**

The issue is whether or not the Trustees wish to schedule a small acknowledgement event to hand over the seed money to Bob Travers of CTE. This would kick off the Street Tree Nursery program at the Technology Center and recognize the fact that the Village and CTE are working in partnership on this important initiative.

### **Discussion**

This would be a good way to get the word out that the Village and CTE are working together to increase the programs available at CTE. This serves to create the opportunity to expand skillsets of graduates, while at the same time increasing the number of street trees that can be planted in the municipality. As with all nurseries, the number of trees available to the Village will be minimal at the beginning of this program and will increase as the nursery stock matures. As part of this program the students will receive onsite instruction on knowledge on the benefits of street trees, how to plant and maintain them.

### **Cost**

To date we have received \$1,500 of the \$3,000 grant award. There is a requirement that the Village make a matching grant for any funds awarded, which was approved by the Trustees last spring.

### **Recommendation**

It is recommended that the Trustees approve having a small event at a future Trustee meeting to acknowledge this innovative initiative with CTE, and present CTE with a check to jumpstart the program.

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

**VILLAGE OF ESSEX JUNCTION  
CAPITAL PROGRAM REVIEW COMMITTEE  
MINUTES OF MEETING  
October 6, 2015**

**MEMBERS PRESENT:** Andrew Brown (Chairman); Amber Thibeault, Kevin Collins, Rick Hamlin. (David Nistico was absent.)  
**ADMINISTRATION:** None.  
**OTHERS PRESENT:** None.

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**1. CALL TO ORDER**

Chairman Andrew Brown called the meeting to order at 6 PM. It was noted 17 Greenwood Ave. as capital project EEE will be ranked by the committee at the next meeting.

**2. AGENDA**

**MOTION by Amber Thibeault, SECOND by Kevin Collins, to approve the agenda as presented. VOTING: unanimous (4-0); motion carried.**

**3. PUBLIC COMMENTS**

None.

**4. DISCUSS PURPOSE OF CAPITAL COMMITTEE IN RELATION TO BOARD OF TRUSTEES AND CAPITAL PROCESS**

The following was discussed/noted:

- The voters need to be informed about the purpose of the Capital Review Committee and how projects get on the capital project list. The Capital Review Committee is advisory to the Board of Trustees on ranking capital projects. The public or staff can offer projects to be on the capital list. Project cost must be at least \$10,000 or greater. Projects paid by the rolling stock fund or the enterprise funds are not included on the capital project list.
- All new projects should be ranked by the committee. Unanticipated/emergency projects, such as water line breaks, can force a shift in the list of projects as ranked.
- The committee must meet at least twice a year to prepare the capital budget. Monthly meetings will be held if there are projects to rank or issues to discuss.
- Data on roads and sidewalks as well as water and sewer lines is needed. There is an inventory and video inspection logs of storm drains, sewer and water lines in the village. Staff maintains a record of capital improvements that have been done. Institutional knowledge of staff helps identify older water and sewer lines that should be replaced or lines that are inadequately sized. These projects should be on the capital project list. A timeline for replacement of old water and sewer lines is needed. There should also be focus on roadways and sidewalks.
- Capital projects need to be identified and discussed to determine if the projects should be in the five year capital plan or pushed out into the future. A long range view, out 30 years, is also needed.

- The goal is to get to a similar place with capital needs as with the rolling stock fund in that when the work needs to be done the money is there.
- In addition to the five year capital plan the long term view should be presented to the voters at annual meeting to raise awareness of the projects that need to be done and garner support for funding when needed. The committee can help prioritize projects in the long range plan.
- Public Works Superintendent, the Fire Chief, and the Library Director should bring their respective long term capital plans and cost estimates to the committee for discussion.
- The committee should tour each facility (public works, fire station, and library).
- The committee needs to be cognizant of potential impact of any further consolidation of departments with the town.

**MOTION by Rick Hamlin, SECOND by Kevin Collins, to request the Board of Trustees to endorse asking staff to do an inventory of all village public roads, sidewalks, water lines, storm water lines, and sewer lines, focusing on roads and sidewalks first, to include the following:**

- **For roads and sidewalks – date of original construction or rebuild and date of most recent overlay;**
- **For water lines – age of the pipe;**
- **For storm water lines – age of the pipe;**
- **For sanitation sewer – when the pipe was installed and when/if slip lining was done;**

**And further, to coordinate with the Municipal Manager to determine next steps and the timeline with staff for the inventory.**

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

Andrew Brown will schedule a site visit and meeting at the public works garage.

#### **5. APPROVE MINUTES**

*September 1, 2015*

**MOTION by Amber Thibeault, SECOND by Rick Hamlin, to approve the minutes of 9/1/15 as written. VOTING: unanimous (4-0); motion carried.**

#### **6. NEXT MEETING/AGENDA**

Next meeting: November 3, 2015 at 6 PM.

Agenda: Site visit to public works garage and discuss future needs  
Rank EEE - 17 Greenwood Ave

#### **7. ADJOURNMENT**

**MOTION by Amber Thibeault, SECOND by Rick Hamlin, to adjourn the meeting. VOTING: unanimous (5-0); motion carried.**

The meeting was adjourned at 6:58 PM.



## **MEMORANDUM**

TO: Essex Junction Trustees and Pat Scheidel, Municipal Manager  
FROM: James Jutras, Water Quality Superintendent  
cc: Lauren Morrissette Assistant Manager/Finance Director  
DATE: October 7, 2015  
SUBJECT: Grant Application: Brickyard Road Stormwater Improvement Project

A handwritten signature in blue ink, appearing to read "James Jutras", is written over the "FROM" and "cc:" lines of the memorandum.

**Issue:** The issue is whether or not the Trustees approve a grant application and authorize the Village President to sign a letter of support for grant funding under the VTrans Transportation Alternatives Grant Program for the Brickyard Road Stormwater Improvement Project.

**Discussion:** Staff would like to apply for a VTrans Transportation Alternatives Grant program to fund improvements identified in the Indian Brook Flow Restoration Plan (FRP). This FRP was presented to and accepted by the Village Trustees at the September 22, 2015 meeting.

The project site is at the North, East, and South Creek Condominiums on Brickyard Road. Grant funding will be requested to retrofit a natural detention area off Brickyard Road into a gravel wetland. The proposed retrofit project was ranked as one of the top four projects in the FRP. By converting the existing detention area into a gravel wetland, 4.68 acres of impervious area will be managed and 23.7% of the high flow will be addressed. This project will also provide 0.49 pounds of phosphorus removal as will be required with the release of the Lake Champlain TMDL. We plan to explore additional phosphorus removal as part of the project.

Further, this grant application is being prepared by the Town along with a separate grant application to fund another of the top FRP projects – an underground infiltration stone gallery on Sydney Drive in Lang Farm. The Town also plans to fund the local 20% share of that grant from the Town's Capital Stormwater Account. The application will be submitted separately by the Town.

**Cost:** The total project total cost for the Brickyard project is estimated to be \$178,069.93. The required 20% match is \$35,613.99. The Capital Stormwater Account has adequate money to cover the local match requirement. Direct Village cost will be \$0.00.

**Recommendation:** It is recommended that the Trustees approve the Brickyard Road Stormwater Improvement Project grant application with the match provided by the Capital Stormwater Account. It is also recommended that the Trustees authorize the Village President to sign the letter of support for grant funding under the VTrans Transportation Alternatives Grant Program.



October 13, 2015

Vermont Agency of Transportation  
One National Life Drive  
Montpelier, VT 05633

Dear Transportation Alternatives Grant Committee:

The Village of Essex Junction Board of Trustees fully supports the request for a VTrans Transportation Alternatives grant for the retrofit of a natural detention area off of Brickyard Road into a gravel wetland. This storm water improvement project was identified under a recently completed Flow Restoration Plan (FRP) for Indian Brook and is ranked as one of the top four projects needed to meet the designated stream TMDL. This project also included phosphorus reduction as required under the Lake Champlain TMDL.

The Trustees have reviewed and accepted the Flow Restoration Plan (FRP) for Indian Brook. The Trustees are in full support of this project for the following reasons:

- The proposed gravel wetland will manage 4.68 acres of impervious surface and address 23.7% of the high flow target. The principle source of the runoff is from the paved road surfaces on Brickyard Road and associated development. The project will mitigate the runoff from 2 acres of roadways as well as the impervious surfaces within the catchment area which contribute significantly to the degradation of Indian Brook.
- With the issuance of the final draft Lake Champlain Phosphorus TMDL, the Village will be required to reduce the amount of phosphorus entering Lake Champlain through storm water improvement projects. Upgrading the detention area into a gravel wetland will mitigate 0.49 lbs. of phosphorus that otherwise would enter into Lake Champlain. The Trustees support exploring additional methods to increase phosphorus removal in the design of the project.
- The FRP is a requirement under section IV.C.1 of the NPDES General Permit 3-9014 issued to the Village. The Village is required to implement storm water improvement projects to meet the high flow TMDL for Indian Brook. Securing funding is an important component to the FRP and any financial assistance to the Village will hasten our efforts in addressing the water quality of Indian Brook.

It should be noted that the Village has the matching funds to support the grant and has approved this expenditure if the grant is approved.

The Village Trustees are committed to improving the water quality in Indian Brook. We support this project as an important component in meeting the goals outlined in the FRP and the Village's Storm Water Management Plan.

Sincerely,

George A. Tyler, President  
Essex Junction Board of Trustees

## Vermont Transportation Alternatives Grant Application

Thoroughly read the ***Vermont Transportation Alternatives Program Summary and Application Guide*** before you begin your application. It includes important program information and step-by-step instructions. Pay particular attention to the Application Process Requirements. **This application form is available in Word format by request.** Please e-mail the request to: [Scott.Robertson@state.vt.us](mailto:Scott.Robertson@state.vt.us).

***Applications are due in hand or post marked by October 16, 2015***

<p><b>Sponsoring Organization:</b></p> <p>Village of Essex Junction</p> <hr/> <p>(Name)</p> <p>2 Lincoln Street</p> <hr/> <p>(Address)</p> <p>Essex Junction, VT 05452</p> <hr/> <p><i>Please include physical and mailing addresses.</i></p>	<p>Municipality <input checked="" type="checkbox"/> Other <input type="checkbox"/></p> <hr/> <p>James Jutras, Water Quality Superintendent</p> <hr/> <p>(Contact Person)</p> <p>802-878-6943 ext. 101</p> <hr/> <p>(Phone)</p> <p>jim@essexjunction.org</p> <hr/> <p>(Email)</p> <p>Amount of Federal Funds Requested (no more than 80% of the project cost estimate for construction projects, 50% of the project cost for scoping studies):</p> <p><b>\$142,455.94</b></p>
<p><b>Project General Location:</b></p> <p><b>Attach a map(s) of the project area and clearly show the limits of the project area on that map. If the project is within or adjacent to a designated downtown, village or growth center, clearly indicate the relationship of the proposed project to the boundary of the designated area. Color photos are also useful, but not required.</b></p> <p>Please see Attachment A for a map and photographs of the project area.</p> <p>County: Chittenden County</p> <p>Town/Village/City: Village of Essex Junction</p> <p>Specific location, street or road: Brickyard Road, on the intersection with Mansfield Avenue</p> <p>Regional Planning Commission: Chittenden County Regional Planning Commission</p> <p>If a linear project, what is the length in feet? N/A</p> <p>Is the project on or connected to a State maintained highway? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p><i>If yes, be sure to include documentation that you have notified the VTrans District Transportation Administrator of the intent to apply for TA funding and provided them with a brief (one paragraph) description of the proposed project.</i></p> <p>Project type being applied for: <input type="checkbox"/> Scoping <input checked="" type="checkbox"/> Design/Construction</p>	



**Fiscal Information**

Accounting System: Automated  Manual  Combination

DUNS: 144372930

Fiscal Year End Month: June

**Property Ownership:**

The project is likely to be entirely on land owned or controlled by the Municipality (includes temporary construction rights).

The proposed project will likely be at least partially on private property that will need to be acquired by the Municipality through purchase, easement, or eminent domain (includes temporary construction rights).

The municipality is committed to exercising its right of eminent domain to acquire the rights to construct the project if necessary.

The Village will not use eminent domain to acquire property for the stormwater project.

**Funding Sources:**

What other local, State or federal money do you have available for this project?

The Village estimates the total design, construction, and administration costs for the proposed Brickyard Road stormwater improvement project to be \$178,069.93. If the Village is awarded a grant of \$142,455.94, the total Village share of the project, inclusive of the 20% local match, will be \$35,613.99. This portion of the project cost will be paid for using capital funds from the stormwater account.

**Partial Funding:**

Will you accept an award less than you applied for? Yes  No

If yes, please indicate whether local funds will be used to make up the shortfall or if the project scope will be reduced. If the project scope is to be reduced, describe what part of the project you would accept partial funding for.

**Public Meeting Requirement:**

In order to apply, the project must have been discussed as an agenda item at a warned public meeting within the last year. Attach documentation of the meeting warning and a meeting summary.

The Brickyard Road stormwater improvement project is included in the Flow Restoration Plan (FRP) for Indian Brook which has been accepted by the Village Trustees. The Village Trustees discussed the FRP at the September 22, 2015 meeting. The warning for and minutes from that meeting, as well as the appropriate section of the FRP, are included in Attachment B.

**Regional Planning Commission Letter of Support:**

In order to apply, the project must have a letter of support from the regional planning commission. Attach a copy of the support letter.

Please see Attachment C.

**Additional Submittals (15 page maximum):**

Attach any additional supporting materials such as engineering plans, photographs, letters of support or excerpts from reports that would demonstrate feasibility of the project and importance of the project to the public.

- Attachment A:** Location Map & Photos
- Attachment B:** Public Meeting Warnings & Minutes
- Attachment C:** Letter of Support from Chittenden County Regional Planning Commission
- Attachment D:** Conceptual Plan, January 2015
- Attachment E:** Pertinent Sections of the Flow Restoration Plan for Indian Brook
- Attachment F:** Board of Trustees Letter of Support
- Attachment G:** Memorandum: Brickyard Drive Stormwater Project, Cost Estimate Update
- Attachment H:** BMP Comprehensive Ranking Matrix

**Application Scoring Criteria:**

**On a maximum of five (5) separate pages**, please provide information regarding how the proposed project addresses the evaluation criteria below. **Applications that do not comply with the page limit may not be considered.** See the Application Guide for scoring guidance. Please be concise.

- 1. Please give a brief description of the project (200 words or less, be sure to indicate the primary facility type being applied for). (5 points max.)**

The North, East, and South Creek Condominiums, located on Brickyard Road, drain into a natural detention area. This area which includes a state stormwater expired permit, was identified in the Flow Restoration Plan (FRP) for Indian Brook. The FRP requires high flow retention and release control to the stream. This existing, natural depression presents as an ideal opportunity for a stormwater retrofit. The proposed retrofit will convert the existing depression into a gravel wetland that will provide channel protection volume control for runoff from all of the “Creek” Condominiums as well as a portion of the Village-owned road. A fore bay will be installed at the inflow to the basin or elsewhere within the drainage basin where it may be determined appropriate.

The wetland will provide detention benefitting the high flow target of the FRP. Water quality treatment will be provided in a subsurface gravel layer which would benefit future phosphorus TMDL goals. The retrofit will not change the character of the area significantly. New plantings and enhanced maintenance with the project would improve aesthetics.

- 2. What is the feasibility of this project? Feasibility study applications will not be scored on this criterion. Describe the extent of project development completed to date. (10 points max.)**

Scoping for the project was completed through the development of the FRP which works to decrease the peak flows and increase the base flow of Indian Brook. It also is a tool that allows the Village to implement stormwater improvement projects to meet the Indian Brook TMDL flow target. Preliminary engineering will need to be completed and the Village would need to obtain rights-of-way and a categorical exclusion. The project also requires a final engineering plan. A conceptual plan is included in Attachment D.

The Brickyard stormwater improvement project was determined to be one of the top four projects outlined in the FRP, meeting the high flow TMDL target for the least cost. The project is located in a pre-existing drainage system and has been altered due to and as part of construction of the surrounding development. The proposed project updates existing drainage system to meet the water quality standard as required under the MS4 General Permit and will allow the expired stormwater permit for the “Creek” condominiums to gain compliance.

The Village would assume responsibility for maintenance of the gravel wetland after it is built.

**3. Does this project address a need identified in a local or regional planning document? (5 points max.)**

Indian Brook is currently listed on the State of Vermont's impaired waters (EPA 303(d)) list determined to be primarily a result of stormwater runoff. The Chittenden County Regional Plan Sections 2.5.4 "INFRASTRUCTURE & FACILITIES" and 3.2.3 "IMPROVE THE SAFETY, WATER QUALITY AND HABITAT OF OUR RIVERS, STREAMS, WETLANDS AND LAKES IN EACH WATERSHED" address water quality. This project is consistent with the objectives stated in the Regional Plan.

The purpose of the FRP is to develop a plan for the retrofit of existing impervious cover with stormwater management Best Management Practices (BMPs) to meet the TMDL flow targets. The stormwater improvement project located on Brickyard Road has been identified as one of the top four projects in the FRP. The Indian Brook high flow control target goal will be reduced by 23.7% through control of 4.68 acres of impervious surface in this project area. Sections of the FRP pertaining to the Brickyard Road stormwater improvement project are included in attachment E. The FRP incorporates public input and represents a joint effort between the Town, Village, and consultant. The Village Board of Trustees has reviewed and accepted the plan. A Village Board of Trustees letter of support is included in Attachment F.

**4. Does this project benefit a Designated Downtown, Designated Village, or Designated Growth Center recognized by the Vermont Department of Economic, Housing and Community Development? (10 points max.)**

The project is not directly located in a downtown, Village, or Growth Center. A portion of the area that is a Designated Village drains into the Indian Brook watershed. Runoff from roads, sidewalks, and roofs in the Designated Village contribute to the stormwater impairment of Indian Brook. The FRP identifies projects within the Designated Village that could be implemented to address the high flow target. However these projects combined only address a 7.4% of the high flow target at higher cost, thus a lower reduced priority for implementation. This project will benefit the Designated Village by reducing the high flow that the area contributes to in Indian Brook and reduce the potential for future capital expenditure in that region.

**5. Provide a project cost estimate below (project costs below include both federal dollars and local dollars). Projects will be scored based on whether the cost appears realistic for the size and scope of the project. For scoping studies, use PE and Local Project Management lines only. (10 points max.)**

Preliminary Engineering (PE) (Engineering, Surveying, Permitting)	<u>\$ 32,802.25</u>
Right-of-way / Acquisition (ROW) (appraisals, land acquisition and legal fees)	<u>\$ 63,800.00</u>
Construction (construction costs with reasonable contingency)	<u>\$ 59,345.00</u>
Construction Engineering	

<i>(cost to provide oversight during construction)</i>	<i>\$ 5,934.50 (10% of construction costs)</i>
<b>Local Project Management Costs</b>	<hr/>
<i>(minimum of 10% of total PE, ROW and Construction Phases)</i>	<i>\$ 16,188.18</i>
<b>Total Project Cost</b>	<b><i>\$ 178,069.93</i></b>

The Village provided an explanation of the construction cost estimate. The explanation is included as Attachment G.

**6. Select the eligibility category below (A, B, or C) that best fits your project and answer the corresponding questions for that category (choose only one category).**

This project falls under Category C, Environmental Mitigation Activity Related to Stormwater and Highways.

**C. Environmental Mitigation Activity Related to Stormwater and Highways**

**(i) Please describe how this application provides environmental mitigation relating to stormwater and highways. (10 points max)**

The runoff from the transportation system is a major contributor to the degradation of Indian Brook. The principle source of runoff for this project is from the paved road surfaces on Brickyard Road and associated side streets. With the implementation of this project, 2 impervious acres of roadways will drain into the gravel wetland. The project will provide channel protection volume for runoff from Brickyard Road and side streets.

**(ii) What information or data is provided to substantiate the current stormwater problem and associated environmental impacts? (10 points max.)**

Indian Brook is currently listed on the State of Vermont's impaired waters (EPA 303(d)) list due to non-support of aquatic life designated uses. The source of impairment is associated with excess stormwater runoff. In the effort to restore Indian Brook and lift its impaired designation, a flow-based TMDL was developed. The TMDL establishes a scientifically based water quality target for Indian Brook that, when attained, will allow the stream to meet or exceed the established Vermont Water Quality Standards (VWQS).

Aquatic life use support impairments are determined through the use of biological monitoring of fish and/or macroinvertebrate communities which directly measure the health of aquatic life community and is reflective of environmental conditions that occur in the stream over time. Biological communities are subjected to many stressors associated with stormwater runoff such as increased pollutant load, habitat degradation, and washout of biota. In Indian Brook, these stressors act cumulatively to degrade the overall biological community to a point where aquatic life uses are not fully supported and the stream does not attain VWQS.



## MEMORANDUM

**TO:** Village Trustees and Pat Scheidel, Municipal Manager  
**FROM:** Susan McNamara-Hill, HR Director/Clerk/Treasurer and *SMH*  
 Lauren Morrisseau, Finance Director/Assistant Manager *LM*  
**DATE:** October 13, 2015  
**SUBJECT:** 2016 Health Insurance

### Issue

The issue is whether or not to add another health insurance plan for employees for 2016.

### Discussion

The Village currently offers two BCBSVT plans through VT health exchange. The plans offered are Platinum and Gold Standard. The Village pays 86% of the premium for the Platinum plan and provides an HRA of \$2,250 for single and \$4,500 for others to meet out of pocket expenses (deductibles and co-pays).

BCBSVT is offering a new plan for 2016 called the Gold CDHP. This plan resembles the plan that the Village offered in the past: high deductible with an HSA or HRA to help with out of pocket expenses. The chart below shows the 2016 monthly premiums for the current village plans and Gold CDHP:

	Platinum Standard (5% increase)	Gold Standard (6% increase)	GOLD CDHP – New
Single	\$656.63	\$573.36	\$506.32
Two person	\$1,313.26	\$1,146.72	\$1,012.64
Adult and child or children	\$1,267.30	\$1,106.58	\$977.20
Family	\$1,845.13	\$1,611.14	\$1,422.76

Plans in the exchange are designed to provide the same medical coverage. The difference is in how the plans are paid for: whether higher premiums and lower deductibles and copays, or lower premiums and higher deductibles and copays.

The new Gold CDHP has a higher deductible associated with the lower premium, but the out of pocket maximum is the same as the deductible and is only \$250/\$500 above the Village provided HRA.

### Cost

There will be increased usage of the Village's HRA with Gold CDHP plan, but that will be partially offset by the lower premiums paid for the plan. For instance, for a family on the platinum plan, the Village will

pay \$19,042 ( $\$1,845.13 \times 86\% \times 12$ ). If a family chooses the Gold CDHP plan, the Village will pay \$17,073, an annual savings of \$1,969.

**Recommendation**

It is recommended that the village add the BCBSVT Gold CDHP plan to the health plans being offered to employees for 2016.



Patrick Scheidel  
Municipal Manager  
[PatS@essexjunction.org](mailto:PatS@essexjunction.org)

2 Lincoln Street  
Essex Junction, VT 05452  
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Office: (802) 878-6944  
Fax: (802) 878-6946

## **MEMORANDUM**

**TO:** Village Trustees  
**FROM:** Pat Scheidel, Municipal Manager *PCS*  
**DATE:** October 13, 2015  
**SUBJECT:** Executive Session/Settlement Agreement with Green Meadows Apartments, LLC

### **Issue**

The issue is whether or not it is appropriate to discuss the Settlement Agreement with Green Meadows Apartments, LLC in open session.

### **Discussion**

Premature public knowledge of the Trustees' discussion regarding the Settlement Agreement would clearly place the Village of Essex Junction at a substantial disadvantage.

### **Cost**

There is no cost associated with this issue.

### **Recommendation**

It is recommended that the Trustees make the following motion if it is desired to go into executive session:

Motion: "I move that pursuant to the Open Meeting Law and 1 V.S.A. Section 313 (a)(1)(E), the Trustees go into Executive Session to discuss the Settlement Agreement with Green Meadows Apartments, LLC where premature public knowledge would place the Village of Essex Junction at a substantial disadvantage and to invite the Municipal Manager, Assistant Manager and Village Attorney to attend."



## Memo

To: Essex Junction Board of Trustees

From: George Tyler, Village President, Board of Trustees

Date: 10/7/15

### Trustees:

I wanted to follow through on several questions and objectives regarding next steps for Village center redevelopment raised during our annual retreat. I would like to suggest that each of these items be understood and addressed within the broader context of how we would like to proceed with the Design Five Corners/redevelopment process:

1. Research government sponsored redevelopment efforts in other Vermont municipalities. We had discussed the possibility of a road trip to St. Albans to explore how they approached their recent city center redevelopment efforts.
2. Design Five Corners Facebook page. Julie Campoli set this up to promote the Design Five Corners project and enable continuing citizen engagement regarding Village Center redevelopment. It's a potentially valuable tool, but we will need to decide how it might be used including how it should be monitored and edited.
3. Julie Campoli / Andrew Howard – Team Better Block. Julie has recommended TBB (screen shot of their website attached) as a resource for revitalizing or repurposing our public spaces, including the possibility of blocking Main Street for a public event or demonstration project. One possibility might be the Village Tree Lighting/Train Hop. Or, a February/March 2016 event to liven up the winter doldrums might be an interesting idea.
4. Lorman Webinar on Using Special Districts to Finance Public Project. I'm not sure if this is relevant to our objectives in the Village center. I've included a screen shot of the title page of the webinar which, I believe, would be accessible to us at our convenience. The cost is \$79.
5. Village Center Designation. Robin successfully applied for renewal of our Village Center Designation from the Vermont Agency of Commerce and Community Development. I have included a copy of the village center designation benefits page. I have also included a copy of the Vermont Statutes addressing exemptions of impact fees by municipal and county governments which can be used to achieve “policies and or objectives clearly stated in the municipal plan.” We would need to staff provide more research to determine if (and how) such a provision could be used to achieve development goals (in addition to Village Center Designation benefits).
6. Next Steps? What other steps do we want to take regarding the Design Five Corners/Village Center redevelopment effort?



Team Better Block works with cities, developers, and stakeholders to create quick, inexpensive, high-impact changes that improve and revitalize underused properties and highlight the potential for creating great “Complete Streets”. Though comprehensive planning projects are necessary for most property developments, the cost, scale, and long-range timelines associated with these initiatives can often lead to a loss in project momentum and frustration or lack of confidence among development stakeholders and area residents. Team Better Block creates a series of “quick win” projects using the “Better Block” approach that brings greater attention to developments prior to buildout, which in turn increases the potential for pre-leasing. Our team also works with developers to identify and test infrastructure improvements that can provide higher returns on their investments by increasing their project’s overall attractiveness and tenant quality of life. Team Better Block also works with city governments to identify underperforming properties, and generate greater interest and reinvestment through community outreach.

Team Better Block are urban planning and community organizing professionals whose projects have been featured in the New York Times, the Washington Post, and GOOD Magazine. TBB reduces the planning process down to its essential elements to quickly identify the assets of a community and begin linking them while creating great places for residents, and visitors within weeks, not years. The Better Block approach tests ideas in real-time to see how a community interacts with an area and quantifies those successes to inform a stronger long-term plan and vision for a community.

**ANDREW C. HOWARD, AICP (019543) – 9 years**

EXPERIENCE: TRANSPORTATION PLANNING – 13 Years

EDUCATION: TEXAS A&M UNIVERSITY – Bachelor of Geography, 1999

PROFESSIONAL HIGHLIGHTS: Contributing Author: Institute of Transportation Engineers Recommended Practice on Context Sensitive Design for Walkable Urban Thoroughfares, Open Plans Guide to Strategic Urbanism and Texas Context Sensitive Design Manual and Process. Over thirty corridor, master and regional transportation plans. Co-creator of the Better Block Project.

AWARDS/ACHIEVEMENTS: American Society of Landscape Architects, Honor Award for Communications 2011, Venice Biennale 13th Annual International Architecture Exhibition, Texas Bicycle Coalition Advocate of the Year 2012

Andrew is one of the leading experts in transportation and placemaking in the nation. His fourteen years of experience in both public and private sector transportation and land development planning and design provides him an excellent perspective on city and regional issues. His career combines two important American traditions: entrepreneurship—the spirit of enterprise, and civic virtue—the spirit of community.

Andrew as the co-Founder of the Better Block and Principal at Team Better Block LLC helps communities develop and organize their economic assets to build productive, resilient relationships across the public, private, and civil sectors. Now being used in over fifty cities and three nations, the Better Block demonstrates how temporary sustainability improvements to a single city block can build momentum for long-term financial, social and environmental advancements. The American Society of Landscape Architects called it, “a 21st-century version of what the Chicago World’s Fair did in 1893.”

Andrew’s overarching goal is to equip new leaders to take action in their communities. Through his business and civic ventures he is able to motivate everyday citizens, develop walkable places and positively influence organizational and cultural change in government. His work is creating the space for others to innovate and making Andrew a better planner and designer.

# Using Special Districts To Finance Public Projects

Available in:

OnDemand Webinar

Overview

Agenda

Credits

Faculty

All-Access Pass

Special districts serve as a financing tool and land planning and development tool to enhance and accelerate public infrastructure development and private investment. Used appropriately, special districts can provide for a more efficient financing model to pay for public infrastructure: a targeted approach to land development and land planning, and a preferred mechanism for incentivizing economic development. A thorough understanding of the range of powers of special districts, the legal foundation for their use, and examples of the effectiveness of their use for a variety of types of land development will benefit private developers, public entity policy makers, and financial specialists alike.

## Learning Objectives:

- You will be able to discuss financing large public works projects.
- You will be able to explain use of special districts for economic development.
- You will be able to identify legal and political considerations.
- You will be able to review financing benefits and alternatives.

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Community Development Department

2 Lincoln Street  
Essex Junction, VT 05452  
[www.essexjunction.org](http://www.essexjunction.org)

Office: (802) 878-6944  
Fax: (802) 878-6946

## **MEMORANDUM**

**TO:** Village Trustees and Pat Scheidel, Municipal Manager  
**FROM:** Robin Pierce, Community Development Director *RJP*  
**DATE:** October 13, 2015  
**SUBJECT:** Renewal of Village Center District Designation

### **Issue**

The issue is to inform the Trustees that the Downtown Development Board approved our application for renewal of our Designated Village Center District.

### **Discussion**

Our renewal application was approved by the Downtown Development Board on September 28, 2015. A letter from Noelle Mackay, Commissioner of the Department of Housing and Community Development is attached confirming same. This program supports local revitalization efforts by providing technical assistance and State funding to assist in building strong communities. With designation the following benefits accrue:

1. 10% Historic Tax Credits as an add-on to the Federal Historic Tax Credit projects. Eligible costs include exterior and interior improvements, code compliance, plumbing and electrical upgrades.
2. 25% Facade Improvement Tax Credits for eligible facade work up to \$25,000.
3. 50% Code Improvement Tax Credits. Available up to \$50,000 each for elevators, sprinkler systems, and \$12,000 for lifts. Eligible work includes ADA modifications, electrical or plumbing up to \$25,000.
4. 50% Technology Credits. Available up to \$30,000 for installation or improvements made to date and network installations, and HVAC systems reasonable related to data or network improvements.
5. Priority Consideration for State Grants. Such as, Municipal Planning Grants, Vermont Agency of Transportation Grants, Vermont Agency of Natural Resources grants and funding from Vermont's Community Development program (CDBG).
6. Priority consideration by State Building and General Services when leasing or constructing buildings.
7. Special Assessment Districts. Designation may create a special assessment district, also known as special benefits district or business improvement district, to raise funds for both operating costs and capital expenses to support specific projects in the Designated Center.

### **Recommendation**

This is an informational memo.

State of Vermont  
Department of Housing and Community Development  
Deane C. Davis Building – 6<sup>th</sup> Floor [phone] 802-828-3211  
One National Life Drive  
Montpelier, VT 05620-0501

Agency of Commerce and  
Community Development

RECEIVED  
OCT 02 2015  
Village of Essex Junction

September 28, 2015

Robin Pierce  
Community Development Director  
Village of Essex Junction  
2 Lincoln Street  
Essex Junction, VT 05452

RE: Village Center Designation Renewal for Essex Junction Village Center

Dear Robin,

I am pleased to provide you with formal notification that, at its meeting on September 28, 2015, the Downtown Development Board found that your application met the statutory requirements for Village Center Designation Renewal (24 VSA Chapter 76A), and renewed the Designation for Essex Junction Village Center. On behalf of the Vermont Downtown Development Board I want to congratulate you, and welcome your ongoing participation in this program. We hope it will help bring continued vitality to your village center.

The designated areas will remain eligible for all benefits available to a designated village center for the next 5 years. At the end of that 5-year period, in September 2020, you will need to request renewal of designation. A reminder will be sent to you prior to your renewal date.

Again, it is a pleasure to recognize the renewal of village designation for Essex Junction Village Center.

Sincerely,



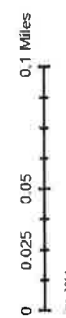
Noelle MacKay, Commissioner  
Department of Housing and Community Development

CC: Chittenden County Regional Planning Commission



# Essex Junction Designated Village Center

Map ID	Map Name	Map Date
1	Map 100 - Main Street	1/1/2005
2	Map 101 - Main Street	1/1/2005
3	Map 102 - Main Street	1/1/2005
4	Map 103 - Main Street	1/1/2005
5	Map 104 - Main Street	1/1/2005
6	Map 105 - Main Street	1/1/2005
7	Map 106 - Main Street	1/1/2005
8	Map 107 - Main Street	1/1/2005
9	Map 108 - Main Street	1/1/2005
10	Map 109 - Main Street	1/1/2005
11	Map 110 - Main Street	1/1/2005
12	Map 111 - Main Street	1/1/2005
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100	Map 199 - Main Street	1/1/2005
101	Map 200 - Main Street	1/1/2005



- Legend**
- Historic District
  - 2010 Tax Parcel Boundary
  - Designated Village Center
  - Zoning District Village Center

Source:  
 Zoning Districts - 2014  
 Road Centerline - 0911, 7/2015  
 Railroad - Vtrans - 2003  
 Map 2015 by M. Beelle using GIS. All data is in State Plane Coordinate System, NAD 1983

**Disclaimer:**  
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**CHATHAM COUNTY RPC**  
 Regional Planning Commission  
 6/20/2005



**FROM: Vermont Agency of Commerce and Community  
Development, Department of Housing and Community  
Development**

Community Planning + Revitalization  
March 2015

**Village Center Designation Benefits**

The Vermont village center designation program supports local revitalization efforts across the state by providing technical assistance and state funding to help designated municipalities build strong communities. Once designated, the community will be eligible for the following benefits:

**10% Historic Tax Credits**

- Available as an add-on to approved Federal Historic Tax Credit projects.
- Eligible costs include interior and exterior improvements, code compliance, plumbing and electrical upgrades.

**25% Facade Improvement Tax Credits**

- Eligible facade work up to \$25,000.

**50% Code Improvement Tax Credits**

- Available for up to \$50,000 each for elevators and sprinkler systems and \$12,000 for lifts.
- Eligible code work includes ADA modifications, electrical or plumbing up to \$25,000.

**50% Technology Tax Credits**

- Available for up to \$30,000 for installation or improvements made to data and network installations, and HVAC (heating, cooling or ventilation systems) reasonably related to data or network improvements.

**Priority Consideration For State Grants**

- Priority consideration for Municipal Planning Grants, Vermont Agency of Transportation grants, Vermont Agency of Natural Resources grants and funding from Vermont's Community Development Program (CDBG).

**Priority Consideration By State Building And General Services (BGS)**

- Priority site consideration by the State Building and General Services (BGS) when leasing or constructing buildings.



## **FROM: The Vermont Statutes Online**

### **Title 24 : Municipal And County Government**

#### **Chapter 131 : Impact Fees**

##### **•§ 5205. Exemptions**

A municipality may exempt certain types of development from any part or all of the impact fee assessed, provided that the exemption achieves other policies or objectives clearly stated in the municipal plan. The policies or objectives may include, but are not limited to, the provision of affordable housing and the retention of existing employment or the generation of new employment. (Added 1987, No. 200 (Adj. Sess.), § 37, eff. July 1, 1989.)



## **MEMORANDUM**

**TO:** Village Trustees  
**FROM:** Pat Scheidel, Municipal Manager  
**DATE:** October 13, 2015  
**SUBJECT:** Trustees Meeting Schedule

### **TRUSTEES MEETING SCHEDULE/EVENTS**

**October 27 at 6:30 – Regular Trustees Meeting**

- Train station scoping study

**November 10 at 6:30 – Regular Trustees Meeting**

**November 24 at 6:30 – Regular Trustees Meeting**

**December 8 at 6:30 – Regular Trustees Meeting**

**December 22 at 6:30 – Regular Trustees Meeting**

**January 12, 2016 at 6:30 – Regular Trustees Meeting**

- Review FYE 17 proposed budgets

**January 26 at 6:30 – Regular Trustees Meeting**

- Public hearing on budgets and capital programs

**February 9 at 6:30 – Regular Trustees Meeting**

- Adopt FYE 17 budgets and capital programs

**February 23 at 6:30 – Regular Trustees Meeting**

- Adopt Annual Meeting Warning

**VILLAGE OF ESSEX JUNCTION  
PLANNING COMMISSION  
MINUTES OF MEETING  
September 17, 2015**

- MEMBERS PRESENT:** David Nistico (Chairman); John Alden, Diane Clemens, Amber Thibeault, Joe Weith. (Nick Meyer and Andrew Boutin were absent.)
- ADMINISTRATION:** Robin Pierce, Development Director; Will Hayden, intern.
- OTHERS PRESENT:** Wayne Beebe.
- AGENDA:**
1. Call to Order
  2. Audience for Visitors
  3. Additions/Amendments to the Agenda
  4. Minutes
  5. Work Session: LDC Update, Chapter 7
  6. Other Planning Commission Items
  7. Adjournment
- 

**1. CALL TO ORDER**

Chairman David Nistico called the meeting to order at 6:04 PM. There were no announcements.

**2. AUDIENCE FOR VISITORS**

Wayne Beebe, Wilkinson Drive, clarified the minutes from 9/3/15 stated the lights at the hockey rink in his neighbor's backyard are now shielded is not accurate because it is not known what the neighbor will do to address lighting. The two issues were hockey pucks hitting the house and lighting. Robin Pierce gave an update on the situation, noting the property owner agreed to have low to the ground LED lights on one side of the rink only and shooting of hockey pucks will be away from the neighbor's house.

**3. ADDITIONS/AMENDMENTS TO THE AGENDA**

Add: Review of updates in Chapters 1-6 of the LDC.

**4. MINUTES**

*September 3, 2015*

**MOTION by John Alden, SECOND by Amber Thibeault, to approve the 9/3/15 minutes with the following correction(s)/clarification(s):**

**Page 1, Audience, 1<sup>st</sup> paragraph – delete the sentence reading: “The lighting with the neighbor’s rink has been addressed (the lights are now shielded).”**

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

**5. WORK SESSION: LDC UPDATE, Chapter 7**

The Planning Commission reviewed revisions to Chapters 1-6 of the LDC, noting the following:

- Chapter 2, Section 201.E.6 and 12 and 19 – the conditional statements were clarified.

- Chapter 3, Section 302 – the items needing legal opinions will be done as a group.
- Staff will send out copies of the revised chapters.
- John Alden will send the ongoing list of comments/suggestions that has been compiled over time for consideration by the Planning Commission
- Diane Clemens mentioned the Planning Commission needs to consider the matter of drones flying in the village.

There was brief discussion of getting more people involved in planning events held in the community.

The Planning Commission continued review of Chapter 7 of the Land Development Code and made the following revisions/comments:

- Ensure proper capitalization, spelling, spacing, and formatting throughout the document.
- Section 704.B (lighting general standards) – add “All light fixtures shall be hooded or shielded and downward directed at 60 degrees to horizontal unless otherwise approved and shall have concealed light sources.” Also, all exterior lighting should be dark sky compliant. Staff will provide suggested language and a definition of “dark sky compliant” and include examples Lighting standards should be referenced in Section 704.B. [There was discussion of enforcement of lighting per the LDC.]
- Section 704.C (review of lighting plan) – make necessary format, grammar, and spacing corrections to the text.
- Section 704.D.5 – rewrite to read: “Energy efficient lighting such as LED shall be used. Special alternatives may be approved by the Planning Commission upon determination that the purposes of Section 704 (parking lot illumination) are achieved.”
- Section 704.E (illumination of building facades and landscaping) – delete “under unusual circumstances” in the first paragraph.
- Section 704.E.3 – delete “To the extent practicable lighting fixtures shall be directed downward.”
- Section 704.F (roadway lighting) – update to require current roadway lighting standards and replace each occurrence of “metal halide bulbs” with “energy efficient bulbs”.
- Section 705.C (commercial and industrial) – in the sentence reading: “The applicant must provide information...” replace “ten (10) feet” with “twelve (12) feet”.
- Section 705.D.7 (curb cuts general standards) – staff will add some standards for “unique circumstances” and “superior design”.
- Section 705.E.2 (alterations within public right-of-way) – make necessary format, grammar and spacing corrections to the text.
- Section 706.C.6.a (setback exceptions) - capitalize “Visibility Triangle”.
- Section 706.D (satellite dish antenna) – correct the spelling of “antenna” where necessary.
- Section 706.D.4 – add “(Zoning Board of Adjustment)” after “Board”.

- Section 706.K (tennis, basketball or volleyball court) – staff will draft language to address temporary structures such as backyard hockey rinks. The issue of hockey pucks going onto neighboring property will be covered in Section 718 (performance standards).

**6. OTHER PLANNING COMMISSION ITEMS**

*Next Meeting*

Next meeting: October 1, 2015 at 6 PM

Agenda: LDC Work Session (Chapter 7 beginning with Section 706.E – Residential Garages)

*Revised LDC Chapters 1-6*

Staff will send LDC Chapters 1-6 with the changes incorporated to the Planning Commission for the next work session.

**7. ADJOURNMENT**

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

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

The meeting was adjourned at 7:56 PM.

Rcdg Scty: MERiordan

*Emh*

**VILLAGE OF ESSEX JUNCTION  
PLANNING COMMISSION  
MINUTES OF MEETING  
October 1, 2015**

**MEMBERS PRESENT:** John Alden, Diane Clemens, Amber Thibeault, Joe Weith, Nick Meyer, Andrew Boutin. (Dave Nistico was absent.)

**ADMINISTRATION:** Robin Pierce, Development Director; Will Hayden, intern.

**OTHERS PRESENT:** None.

**AGENDA:**

1. Call to Order
2. Audience for Visitors
3. Additions/Amendments to the Agenda
4. Minutes
5. Work Session: LDC Update, Chapter 7
6. Other Planning Commission Items
7. Adjournment

---

**1. CALL TO ORDER**

In the absence of Chairman Nistico, John Alden called the meeting to order at 6 PM. There were no announcements.

**2. AUDIENCE FOR VISITORS**

None.

**3. ADDITIONS/AMENDMENTS TO THE AGENDA**

None.

**4. MINUTES**

*September 17, 2015*

**MOTION by Amber Thibeault, SECOND by Diane Clemens, to approve the 9/17/15 minutes as written. VOTING: all ayes except 2 abstentions (Nick Meyer, Andrew Boutin); motion carried.**

**5. WORK SESSION: LDC UPDATE, Chapter 7**

The Planning Commission continued review of Chapter 7 of the Land Development Code and made the following revisions/comments:

- Ensure proper capitalization, spelling, spacing, and formatting throughout the document.
- Section 706.C.2 (setback exceptions, utilities) – there was discussion of utilities being underground as a requirement with new development and with redevelopment. The Planning Commission will have the ability to waive the requirement.
- Section 706.C.7 – change “handicapped ramps” to “accessible ramps”.
- Section 706.F – there was mention of inserting “chicken coops” into the section, however, there is a separate chicken ordinance.

- Section 706.J (dumpsters) – language is needed to say dumpsters will not be in view from off the property (i.e. screened from view from the public right-of-way or property line). Existing nonconforming dumpsters are the exception.
- Section 706.K – add “outdoor skating rink facilities”. There was discussion of a rink being a temporary structure and mention of language to address nuisances such as stray pucks or balls. Staff will contact VPA for suggested language.
- Section 706.H – Staff will contact VPA on suggested language for clothing drop boxes.
- Section 708.B.4 – insert schematics for screening of parking lots.
- Section 709.A.6 – change “dedicated to the town” to “dedicated to the village”.
- Section 711.B.1 (home occupations) – remove reference to attached or detached garage and simply say “garage”.
- Section 712 (open space) – change “grass” to “vegetative cover”.
- Section 713 – Water Quality Director will provide updated language for storm water.
- Section 714 – “sight triangle” relative to signs needs to be defined.
- Section 714.A.1.g & h – remove the quotation marks around ‘sandwich board signs’ and ‘special event signs and banners in the ROW’. There was discussion of temporary signs and when a permit is needed. It was noted enforcement of the sign ordinance is needed because many signs are out of compliance.
- Section 714.D.3 – The text should be nested under 714.D.2 and the remainder of the subsection renumbered accordingly.
- Section 714.D.5 – insert “square foot” after “thirty-two (32)”.
- Section 714.E.1 – change “714.D.3” to “714.D.2”.
- Section 714.E.2 – change “714.D.3” to “714.D.2”.
- Section 714.J.5 – insert the same language for screening from the public right-of-way as was done with dumpsters.
- Section 714.L.1.a & b – delete 714.L.1.b and change 714.L.1.a to read: “In all districts....”
- Section 715 – reference to Act 248 relative to telecommunications is needed.

## 6. OTHER PLANNING COMMISSION ITEMS

Next meeting: October 15, 2015 at 6 PM

Agenda: LDC Work Session (finish Chapter 7 starting at Section 717 – Family Care Facilities and begin Chapter 8)

## 7. ADJOURNMENT

**MOTION by Amber Thibeault, SECOND by Joe Weith, to adjourn the meeting.**

**VOTING: unanimous (6-0); motion carried.**

The meeting was adjourned at 7:42 PM.

Rcdg Scty: MERiordan



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  
SEPTEMBER 21, 2015**

**MEMBERS PRESENT:** Rick Hamlin, Micah Hagan, Jud Lawrie, Eric Bowker, Raj Chawla, Phoebe Spencer, Gabe Epstein

**ADMINISTRATION:** Darby Mayville, Community Relations/Economic Development Assistant

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**1. CALL TO ORDER**

Rick called the meeting to order at 5:45 PM.

**2. MINUTES REVIEW**

Rick began the meeting by introducing new member Gabe Epstein.

**MOTION BY JUD, SECOND BY ERIC TO ACCEPT JUNE MEETING MINUTES.  
MOTION PASSED.**

The July minutes were tabled until the October meeting. Rick noted that the Village received notification this morning that they did not receive grant funding for the West Street pedestrian path. Writing this grant was the focus of the July work session.

**3. EVENT PLANNING**

Rick asked the committee if there was any interest in planning a walk or ride before the winter season? He noted that the rides at the Five Corners Farmers' Market were not particularly well-attended. He believes that this was not a good venue for a community ride.

Jeff noted that the bike shop that used to be in Essex Junction used to do a fall group ride to Chapin Orchards to get cider and donuts. They scheduled a longer ride to Westford that broke off from this group as well.

Rick asked if the ride had any rules or age restrictions?

Jeff said no, and that he thought that the long distance weeded out many extremely unexperienced riders.

Micah noted that this would be an inexpensive event to host, as the committee would not have to purchase food.

Phoebe noted that all of the events planned had been focused on biking, rather than walking.



Eric noted that walk to school day is on October 7<sup>th</sup>. Darby said that she would mention this in the Village newsletter.

Phoebe suggested the idea of partnering with the Historical Society to do a history walk. Darby mentioned that the Essex History Hikes were created several years ago, and could be used. There are three History Hikes available: two in Essex Junction and one in Essex Center.

The idea of a creemee ride to Ray's and Rocky's was also discussed.

The committee noted that there was a considerable amount of discussion regarding the new bike path on Main Street on Front Porch Forum over the summer. Raj said that it is important for the committee to continue to educate the public on issues regarding biking and walking. Rick suggested that this be added to the priority list.

Gabe suggested that the committee consider forming a Fit Bit challenge group. He will research this idea more and report back at the next meeting.

Raj suggested that the committee work on compiling good locations to snowshoe/Nordic run. This could contain information on accessing trails, parking, and other pertinent information. This could be listed as a resource on the Bike/Walk Committee website.

Jeff asked if the signs that were purchased announcing Essex Junction's bike friendly award had been installed yet? Rick said that he would check in with public works to determine this.

It was decided that the committee would schedule a cider/donut ride on October 4<sup>th</sup>. They will be leaving from the parking lot near the Town Offices around 9 AM. Jeff will be contacting Chapin Orchards to make sure that they will be open at this time, prior to publicizing the event.

#### **4. REVIEW & UPDATE PROJECT PRIORITY LIST**

Rick noted that the committee has made a significant amount of progress on their priority list since its inception. It may be time to update the priority list to reflect this.

Jud suggested reviewing the debrief documents received from the League of American Bicyclists. These documents detailed what the Village would need to do in order to receive silver status in a few years. This will be added to the October agenda.

Eric suggested keeping an eye out for grant opportunities that could fund priority projects.

Raj suggested involving the police in the committee, as their support in enforcement is critical.

#### **5. PUBLIC INPUT & OTHER**

Phoebe mentioned that she had been asked to sit on the CCRPC Active Transportation Advisory Committee. The goal of this committee is to edit the Active Transportation Plan. She would like

to represent the Village and the Bike/Walk Advisory Committee on this committee. Phoebe mentioned that she has been attending committee members as herself, not as a representative of the Village. However, if she was appointed, she be attending on behalf of the Village.

**MOTION BY RAJ, SECOND BY MICAH TO RECOMMEND THAT THE VILLAGE TRUSTEES APPOINT PHOEBE TO THE CCRPC ACTIVE TRANSPORTATION ADVISORY COMMITTEE. MOTION PASSED.**

Raj mentioned that he thought that the committee should consider the idea of holding a bike drive some time next spring. Committee members could tune up bikes and re-home them.

Eric will talk to the police officer who is outside of Road Res Q during the school day to see if she is interested in attending a meeting.

Darby updated the committee on a man who has been selling bikes at various locations in the Village.

**6. NEXT MEETING & AGENDA**

- Next Meeting: October 19<sup>th</sup> at 5:45 PM
- Agenda Items:
  1. TBD

**7. ADJOURNMENT**

**MOTION BY JUD, SECOND BY PHOEBE TO ADJOURN THE MEETING. MEETING ADJOURNED AT 6:42 PM.**

Respectfully submitted, Darby Mayville.

## Patty Benoit

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**Subject:** FW: Updates on development

**From:** Robin Pierce  
**Sent:** Thursday, September 24, 2015 10:14 AM  
**To:** George Tyler; Daniel Kerin; Elaine Sopchak; Lori Houghton; Andrew Brown  
**Cc:** Patrick C. Scheidel; Patty Benoit; Terry Hass  
**Subject:** Updates on development

Greetings,

4 Pearl Street. The steel is being put together a little like an erector set off site. It will then be transported to the Village and installed. This means that current progress seems slow, but once the steel arrives progress will quicken. In the interim the contractor is finishing off all the below grade concrete work and making sure the access to the site from pearl is structurally sound as it acts as a 'bridge' over the south access to the underground parking.

8 Pearl Street. Still in abeyance. The single storey 1950's addition to the east of the building has been removed. The developer also bought the closest building to his site on the north west corner of Park Terrace.

### **Village projects.**

Missing Link. We have received ROW clearance from VTrans and are about to enter into the negotiation phase with neighbors who will have minor impacts from the construction work. To date neighbors we have spoken to have been supportive of the project.

Connector Road. We have managed to reduce the preemption time for the trains in the traffic cycle. This will reduce costs. If modifications to the Five Corners ever occur consultants tell us the preemption time will reduce further. We are close to finalizing the ROW drawings and hope to have them with VTrans for review as soon as possible. After that an appraisal will occur for the private land needed for an easement to enable the Connector Road to be constructed.

Multiuse Path. We have received ROW clearance from VTrans and hope to put the project out to bid this winter (best time to get proposals) and construct in the summer holiday period.

Main Street Study. This is nearing completion and it is hoped the Trustees will approve the Study the next time it is presented to them. Once approved the Study will go to the CCRPC for approval and inclusion on the TIP which is the first step in being eligible to apply for grant funds.

Train Station Study. It is hoped that this Study will be presented to the Trustees for approval on October. As with the Main Street Study with Trustee approval we can present the Study to the CCRPC Board for approval and inclusion on the TIP.

Update Land Development Code. The PC is on Section 7 of the Code currently. It is hoped to have the update ready for the Trustees to approve before the end of 2015.

Other possible Developments.

The former Poon property is in new ownership. It is early days, however, we have been in discussions with the owner and asked that they give up the first 15 foot of their property for a widened sidewalk, much like the 4 pearl Street property. To date the owner seems happy with this idea. No firm decisions have been make for the property other than the fact that the back portion may have senior housing and the front portion will have retail/commercial with general apartments above. The PC may receive a Master Plan application in the next few months.

The former Depot Home and Garden site has been purchased by the owners of the Lincoln Inn. Currently they are considering moving some of the businesses on the old Flanders site to the recently purchased property to free up the Flanders site for development after the Connector Road goes in.

Robin.

## Patty Benoit

---

**From:** Jim Jutras  
**Sent:** Thursday, October 01, 2015 10:09 AM  
**To:** Patrick C. Scheidel; Lauren Morrisseau  
**Cc:** Patty Benoit  
**Subject:** BioCycle Article on Essex Jct CHP  
**Attachments:** BioCycle\_EssexJctCHP.pdf

Attached is the recent article in BioCycle Magazine that is about the Methane Combined Heat and Power installation at the wastewater facility. We are now up and running most days and still waiting for final stages of automation.

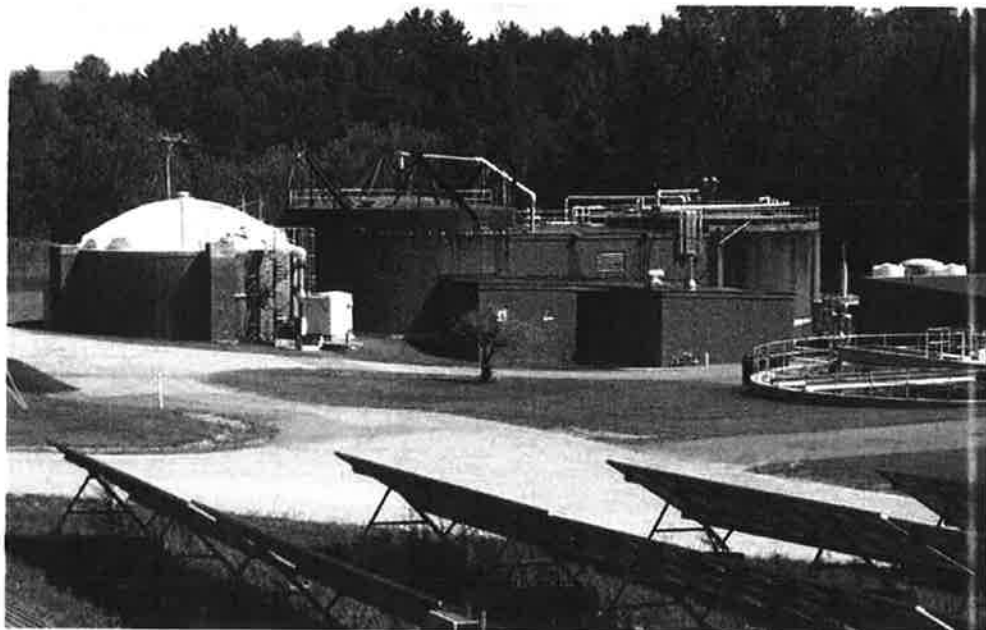
Jim

CLEAN ENERGY, CLEAN WATER

# Codigestion Pioneer Closes In On Net Zero

*The Essex Junction, Vermont, Water Resource Recovery Facility is “pretty darn close” to achieving net zero energy use with a 150 kW CHP unit, energy efficiency upgrades and a 150 kW solar array.*

*Marsha W. Johnston*



**The Essex Junction WRRF is a 3.3 million gallons/day facility with advanced treatment and removal of nutrients. It receives 10,000 to 16,000 gallons/month of high strength organic feedstocks.**

**S** OON to be fully tuned and ready for full operation, the Village of Essex Junction, Vermont's Water Resource Recovery Facility's (WRRF) will be closer to its goal of achieving net zero energy use. With a new 150-kW combined heat and power (CHP) system, a new 150-kW solar array, geothermal well, solar heating wall and the other elements of its \$15.3-million, four-year maintenance upgrade, “we will be pretty darned close,” says James L. Jutras, Water Quality Superintendent for the Village of Essex Junction. Achieving net zero requires continued optimization of the various pieces of its energy puzzle.

The Essex Junction WRRF began pri-

mary wastewater treatment in 1965, and was upgraded to then-state of the art in 1985. “The original plant and the improved plant had an anaerobic digester and the methane was used to fire the boiler, so we have had a culture of digestion and bioenergy since the beginning,” explains Jutras. Nonetheless, he adds, long-term electricity rate stability and energy conservation, not net zero electricity, were its primary objectives. “You could say that net zero electricity found us,” he says. Indeed, it wasn't until 2003 that Essex Junction installed two 30-kW Capstone microturbines to use 100 percent of its biogas to generate electricity onsite to power pumps and other treatment process equipment.

But the aging facility still suffered from a lack of equipment and backup in certain areas that were required by operating permits, such as effluent filters, clarifiers and electrical systems. “In the 1980s, when the effluent filter was built, we required only one, but now we needed two,” Jutras explains. “We had two secondary clarifiers [settling tanks], but the design standard now requires three, so we had to build another, and the anaerobic digester's whole electrical system had to be upgraded to be explosion proof.”

Earlier Essex Junction WRRF upgrades had been implemented with state and federal grant funds that were no longer available or at only much-

reduced levels. Therefore, in 2011, the WRRF asked voters in Essex Junction to approve the expenditure of \$15.3 million to rehabilitate its existing equipment while adding new replacement treatment processes. The voters agreed that they wanted a WRRF designed for long-term service to the community that would also protect the water quality of their iconic, nearby Lake Champlain.

Working with local water resource engineering firm Aldrich + Elliott, Jutras and his staff evaluated existing infrastructure to be certain they took as much advantage of the existing facility as possible, recycling and repurposing buildings and constructing only when necessary to add value to the process. "Aldrich + Elliott proved a perfect partner for this exercise," says Jutras. For example, the firm determined that it was more economical to demolish the old effluent filter, repurpose its containment building for bulk chemical storage, and build a new building for the three filters now required.

After two years of construction, the Essex Junction WRRF is a 3.3 million gallons/day (MGD) facility (with a current flow rate of 2.0 MGD) with advanced treatment and removal of nutrients. Pollutants such as phosphorus are removed down to 0.2 mg/L, which is the most recent effluent phosphorus standard for wastewater treatment facilities. "The discharge limits went from 0.8 mg/L to 0.2 mg/L," Jutras notes. "We are meeting the 0.2 standard now, with our current flows. We currently use biological phosphorus removal accompanied by ferrous chloride and sodium aluminate for chemical phosphorus removal [and] will likely connect additional feed points for more efficient and effective feed of these chemicals to supplement the biological processes. If we had to filter down further, to say 5 microns, we would have to build a new section, but the new filter building is designed to accommodate additions."

#### CODIGESTION FEEDSTOCKS

Essex Junction receives 10,000 to 16,000 gallons/month of FOG (fats, oils and grease), primarily consisting of trap grease from restaurants and local beauty products manufacturer Autumn Harp. This is about a third of the commercial volume (8,000-12,000 gallons/week) that the plant had been taking. "Material that came from a food manufacturer arrived hot and laden with fats," Jutras explains. "It did not stay in solution in the digester and created operational issues due to its sheer volume. It is now going to a farm digester in Green Mountain Power's Cow Power program."

Essex Junction also accepts Keurig/Green Mountain Coffee Roasters' new

waste stream, a syrupy product that results from its new cold beverage line. "Fed in a controlled manner, it has had a great impact on volatile solids reduction in our digestion process," he says, adding that the simple syrup has boosted biogas production 20 to 25 percent at a limited volume over the past few years with no negative impact on the digester.

A custom-engineered feedstock management system connected to the digester's influent flow control meter monitors the daily feed total. A new

SCADA control system automatically feeds the high-strength wastes into the digester at a rate based on available hydraulic capacity. "The whole idea is to feed a little daily and automatically with the least amount of operator intervention," Jutras says. The system is comprised of three plastic tanks recycled from other treatment plant operations (two sized at 3,000 gallons and one at 6,000 gallons) to accept liquid waste deliveries from beverage manufacturers; a small peristaltic centrifugal feed pump; a variable frequency

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Fax: 518-695-5417  
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# Greening The Essex Junction Treatment Plant

**Geothermal Well:** Primary energy source for heating and cooling the administration building.

**Headworks:** Headworks building was reconstructed with insulated wall panels to comply with 2012 building energy code requirements.

**Solar-Heating Wall:** Built onto the south side of the headworks and dewatering buildings; serves as primary heat source during cold weather ventilation.

**Cogeneration:** 150 kWh CHP biogas engine produces heat and electricity for the facility, with a back-up methane-fired boiler.

**Final Effluent Heat Recovery:** An effluent heat recovery/cooling system provide some cooling and heating of the bulk chemical storage, laboratory and dewatering buildings. Thermal energy is recovered from the process effluent.

**Right-Sizing Pumps:** "Right-sized" return activated sludge pumps resulting in over 50 percent reduction in horsepower use.

**Porous Pavement:** Pavement removed to minimize impervious surfaces. Porous pavement installed in new and existing paved areas, reducing runoff.

**Roofing:** Light gray roof helps minimize solar absorption.

**Outdoor Lighting:** Converted from on/off switches to motion-activated or solar detection lighting.

**Electricity and Heat Control:** Automated heating and electricity monitoring control enables most efficient use of energy.

**Adaptive Aeration Blowers:** Allow maximum flexibility and control with the lowest connected power.

**Solar Panels:** Electricity produced by a 150-kW solar array sold back to the grid with credits going to the Village of Essex Junction electricity account, starting with the wastewater treatment facility.

**Biological Phosphorus Removal:** New anaerobic and anoxic selectors utilize naturally occurring microorganism to remove nutrients, reducing chemicals needed to remove phosphorus.

**Variable Frequency Drives:** Majority of electric equipment uses VFDs to conserve energy.

pump control drive; and a pipe connection to the digester.

On the energy conservation side of the WRRF's upgrades, an adaptive aeration control system has further maximized the plant's membrane aeration efficiency, which was installed in 2000, by allowing a greater flexibility in applying air with one of the plant's three blowers/compressors (75 HP, 100 HP and 125 HP). "The state standards like us to use big blowers for redundancy, but this allows us to use a smaller and a larger one to meet the highest demand need, with less capital and more energy savings," Jutras explains.

Repurposing its existing infrastructure enabled Essex Junction to save more energy in its return-activated sludge pumping process as well. Using data collected over years of right-sizing pumps allowed the plant to exactly determine its pumping needs. As a result, three 20 HP electric pumps were replaced with 7.5 HP units, and a fourth 5 HP pump was installed for the clarifiers.

The resulting biosolids are dewatered and either land applied locally on farmland or taken by Casella Organics to its lime stabilization facility in Chateaugay, New York, where it is treated and distributed as a Class A material.

## COMBINED HEAT AND POWER

During the maintenance upgrade, Essex Junction discovered that its two 30 kW Capstone C-30 microturbines that powered its first CHP system installed in 2003 had become legacy products. "Because of the C30 status, we had to build a new Motor Control Center (MCC) for the digester and it was less expensive to reuse the CHP turbine generating room for something other than CHP and instead build a new external CHP outside of the digester," Jutras says. "For that external CHP, we decided to install a 150kW system from 2G Cenergy."

The Essex Junction WRRF received technical and financial assistance during its upgrade for parts of the project that might not have otherwise happened from the Vermont Energy Investment Corporation (VEIC) and its energy efficiency utility, Efficiency Vermont. This included the feedstock management system and a higher powered CHP system. (VEIC and Efficiency Vermont provided \$80,000 to the project.) "The Aldrich + Elliott feasibility study analyzed two internal combustion CHP systems, a 100 kW and a 150 kW," notes Jeff Hullstrung, senior energy consultant for VEIC. "The larger one was better for the long term, but the smaller one had a lower first cost. In future years, gas production is going to increase to the point where the

larger one was more appropriate, so we provided a financial incentive towards the cost differential."

Although Essex Junction has been an Energy Star facility for about 10 years, Jutras notes that net zero electric with a small facility like Essex Junction is a "challenging" thing to accomplish. Hullstrung agrees: "You have to produce a certain threshold level of gas before it's worth it to have CHP. To consider CHP, you need a digester, or it's [too expensive]. The vast majority [of WRRFs] in Vermont are too small. We're probably talking about the top 10 municipal facilities in the state."

The Efficiency Vermont team has been working to convince its commercial utility customers to move towards net zero over the last couple of years, so the prospect of the Essex Junction WRRF achieving it is exciting. "This municipal wastewater plant quickly jumped ahead of the pack!" says Hullstrung. "They will get most of their energy from renewable sources, so we want to hold them up as an example."

Jutras adds that maximizing the process design for current/future needs, plus examining green elements in the design [see sidebar], made improving capacity to 150kW for cogeneration "a good investment," but it is not quite sufficient to reach net zero electric. "We looked at solar but the 30-year ROI was greater than the life of the panels," he explains. "Then along came the private solar investment federal tax credits. As a municipal government entity, we were not eligible for tax incentives. But as a large energy user with the capability to net meter, we were approached by a private equity investment group to be a host site for a 150 kW solar installation as a public/private partnership for a period of seven years. We can then consider purchasing the solar array at fair market value or continue to use the net metering approach."

Revenues for carbon credits from the project have been brokered through the plant's independent systems operator (ISO of New England) and are retained by Efficiency Vermont. "It has been a fun and challenging project," Jutras continues. "As with any construction project, integrating multiple systems not conventional to a wastewater facility is quite a puzzle, though it is becoming more the norm. We continue our alternative energy journey here in Essex Junction, Vermont. With the optimization of our process, energy consumption and CHP controls, we have a great start towards our goal of maximizing energy recovery on site." ■

*Marsha Johnston of Earth Steward Associates is a Contributing Editor to BioCycle.*



## **Patty Benoit**

---

**Subject:** Village website statistics

**From:** Kris Surette [mailto:kris@ecopixel.com]

**Sent:** Friday, October 02, 2015 4:09 PM

**To:** Patty Benoit

**Cc:** Darby Mayville

**Subject:** Re: A couple of questions for you

Thanks, Patty! Here's some info on your Web statistics.

The Village website uses Google Analytics, a free service that most websites also use.

Please note: In recent months, Google Analytics (GA) has had issues with spammers who are inflating the Web statistics and making it hard for everyone to get accurate/clean numbers on website visits. So, while GA says you've had thousands of visits from around the world in the last year, the cleanest numbers I can give you at the moment are ones that are marked as coming from Vermont (I don't see Russian spammer websites as sources of the visits from Vermont!). I'm guessing you'd be most interested in these Vermont statistics anyway.

I can give you access to the self-serve Google Analytics reports, but until we see some changes in this spammer issue, it wouldn't be very useful for you because many numbers are skewed due to the spammer traffic. We're exploring how both Google Analytics is working on this issue and how we might minimize the web-statistics-spammer effect. We are happy to summarize some basic website traffic for you.

### **Vermonters Visits to Essex Junction Website**

In the 12 months ending September 30, 2015, the Village website had 17,839 visits from users in Vermont. 6,719 of these visits were marked as coming from Essex/Essex Junction. The next most popular cities were Burlington, South Burlington, Colchester, Williston and Montpelier.

Of these Vermont visits, 57% were first-time/new visits to your site. On average 2.6 pages were viewed during a visit and the duration was on average 2min:47sec. This may not sound like long, but these are good numbers for sites where it is easy to find what you are looking for!

These are your 10 most viewed website sections for these Vermont visits:

Homepage

/departments/

/news/

/boards/

/calendar/

/search/

/contact/

codes/

/business/

/facts/

These are your 10 most viewed Web pages for these Vermont visits:

Homepage

/departments/employment/

/boards/board-of-trustees/

/search/

/news/item/construction-at-five-corners/

/departments/administration/

/contact/

/departments/water/

/departments/public-works/

/calendar/

The majority of the website visits (66%) are due to a search on Google or another search engine. Top searches include many variations of "essex junction vt" and then also additional words appended on to those variations such as senior center, school district, town offices, block party, memorial day parade, water bill, etc.

16% of these Vermont visits were on a mobile device; 11% on a tablet; 73% on a desktop computer.

FYI, when you compare January - September 2015 to the same time period the year before, there's been a 24% increase in web traffic. Pretty cool!

--  
Kris Surette / Ecopixel, LLC

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October 5, 2015

Ms. Laurette Echols  
159 West Street  
Essex Junction, VT 05452

Dear Laurie:

As I mentioned in our most recent phone conversation, the following is a written assessment of what has been done thus far to address some of the water problems in and around your property.

After meeting with you and Rick Jones, Public Works Superintendent, the following was agreed to be accomplished:

1. You would provide and sign an easement to allow the Department of Public Works to ditch and clean the water outfall on your property. This project was delayed by approximately one year while awaiting your signature on the easement.
2. The road was patched around the catch basin in front of your property and your driveway apron was repaved.
3. The cracks in the curb in front of your property were also sealed.

According to Rick Jones, the discussions by and between the Department of Public Works have been ongoing for 6-7 years. As I stated to you in our phone conversation today, the Village of Essex Junction has completed its work in this matter. Any subsequent private property problems are your responsibility.

It is my sincere hope that you are able to contact the State of Vermont, who owns the abutting property.

Sincerely,

Patrick C. Scheidel  
Municipal Manager

cc: Rick Jones, Public Works Superintendent

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
September 22, 2015**

**BOARD OF TRUSTEES:** George Tyler (Village President); Dan Kerin, Lori Houghton, Andrew Brown. (Elaine Sopchak was absent.)  
**ADMINISTRATION:** Patrick Scheidel, Municipal Manager; Lauren Morrisseau, Assistant Manager & Finance Director; Rick Jones, Public Works Superintendent; Robin Pierce, Development Director, Jim Jutras, Water Quality Superintendent; Dave Barra, Village Attorney.  
**OTHERS PRESENT:** Jim Donovan, Harris Abbott, Annie Costandi, Peggy Pearson, Lou Ann Pioli, Joan Carr, Brenda Williamson, Chris Chiquoine, Roseanne Prestipino, Tim Shea, Andres Terizzo.

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**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:

- General Fund Capital Reserve Plan (to be discussed at the next meeting).
- Lincoln Hall Rehab Single Phase Proposal under Manager's Report.

**MOTION by Dan Kerin, SECOND by Lori Houghton, to accept the agenda as amended. VOTING: unanimous (4-0); motion carried.**

**3. GUESTS, PRESENTATIONS, PUBLIC HEARINGS**

1. Comments from Public on Items Not on Agenda

None.

2. Public Work Session #3: Main Street Sidewalk Extension Scoping Study

George Tyler stated the sidewalk study is being done so the project is "shovel ready" in anticipation of funding being available in the future.

Jim Donovan, Broadreach Planning & Design, reviewed the alignment of the sidewalk on the north side of Main Street from Educational Drive to the village line, noting the following:

- Adjustments may be necessary to the alignment now that the curbing and storm water project is complete on Main Street.
- If the project is phased, the first phase would include new sidewalk on Main Street then using the existing sidewalk on Crestview and Drury Drive until the second phase which would be completion of sidewalk down the remainder of Main Street to Educational Drive.

- 
- The sidewalk will be in the public right-of-way. Utility poles will remain in place.
  - Invasive trees were removed with the storm water project. The sidewalk project will avoid spreading any remaining invasive species.
  - A small retaining wall will be needed north of Taft Street.
  - Drainage will have to be addressed with the alignment.
  - A prefab bridge for the sidewalk will be added next to the existing vehicle bridge on Main Street. The prefab structure can be removed when the vehicle bridge is replaced and used elsewhere in the village or sold.

### *COMMENTS*

A woman on Taft Street asked if there is room for the sidewalk without disturbing the cedar hedge on the corner of Taft Street. Mr. Donovan said the plan is to locate the sidewalk between the road and the utility pole so the hedge should not be disturbed.

There was a question about the cost of the project. George Tyler explained the village will apply to Regional Planning for a grant for the project. The village may have to pay a matching amount to the grant.

Brenda Williamson, 116 Main Street, expressed concern about creating a steep bank by her property and mowing by the retaining wall. Ms. Williamson noted the boundary marker that was removed from her property with the storm water project has not been replaced. Ms. Williamson asked about the width of the sidewalk and planting trees, recalling sidewalk was removed on Drury Drive because tree roots lifted the sidewalk. Rick Jones explained the village uses 5' wide sidewalk because that is the width of the sidewalk plow so less damage is done to lawns. Jim Donovan added the federal requirement is 4' wide minimum, but 5' wide is preferred.

### 3. Flow Restoration Plan for Indian Brook and Sunderland Brook

Jim Jutras explained the Trustees are asked to accept the Flow Restoration Plans for Indian Brook and Sunderland Brook which meet the MS4 permit requirements so the concept can move forward. As a permit condition the village and town must restore flows to background conditions. The plan is for 20 years. The brooks are monitored after implementation and if the stream biology returns then the brook is "de-listed" as an impaired waterway. Information that still must be submitted to the state for the Flow Restoration Plans includes the design and construction schedule and financial plan (due by October 2016). Funding structure for the storm water related work is still under discussion. Suggestions include forming a storm water utility or establishing a fee system.

Andres Torizzo with Watershed Consulting Associates explained the percentage of decrease of high flow rate per brook for each municipality with the brook within its borders. For the village Sunderland Brook is already meeting the off stream flow target in the MS4 permit and Indian Brook with the retrofits will meet the target. There are four project that cumulatively meet 150% of the high flow target. Total cost of the projects is \$1.56 million. The flow restoration plans also considered how much phosphorus will be removed with the plans. Best practice is an infiltration based system that allows water to

perk into the ground. It was noted that expired storm water permit holders have an incentive to work with the village on storm water management because the cost will be less than working with the state. New development is provided storm water management information. It is more cost effective to implement management structures with new development rather than retrofitting.

**MOTION by George Tyler, SECOND by Dan Kerin, that the Trustees accept the Indian Brook Flow Restoration Plan and the Sunderland Brook Flow Restoration Plan, both dated July 24, 2015, by Watershed Consulting Associates, LLC, and provide the appropriate village staff with the authority to submit grant requests for funding of select projects identified in the plans if funding is available and the local share of any grants can be met through currently available local funds, and further, the plan is consistent with consolidation of the storm water funding under the town accounts and grant application will be handled through and in accordance with Town of Essex policies unless grant eligibility requires action by either the Village separately or by joint application. VOTING: unanimous (4-0); motion carried.**

#### **4. OLD BUSINESS**

##### **1. Accept Main Street Sidewalk Extension Scoping Study and Alternative**

The consultant will continue to work with staff on the Main Street sidewalk scoping study and bring any changes and recommendations to the Board of Trustees.

##### **2. Update on 2015 CVE Noise Monitoring**

Pat Scheidel stated according to the noise agreement with the village and CVE the Municipal Manager or designee works on approval of waivers. Robin Pierce, Village Development Director, handled the waivers. Robin Pierce reported the following:

- Categories A & B waivers are issued administratively. Category C waivers must be approved by the Board of Trustees.
- This year (2015) only Category B waivers were issued.
- Information on the waivers did not get posted on the village website in a timely manner.
- All events were monitored. Some events had waivers and other events did not need a waiver.
- The sound engineer sends a report to the village of any sound violations. This year there were no violations of Category B waivers.

Chris Chiquoine, Prospect Street, recalled he was told there were no waivers issued for events this year, but that does not appear to be the case. Pat Scheidel said he had no knowledge of waivers issued at the time of the request by Mr. Chiquoine. Mr. Chiquoine stressed for the past six years he has requested a list of waivers prior to the fair so he can make personal plans, and to date a list has not been sent. The record for village staff is dismal and gives the appearance of not caring for residents. Tim Shea with CVE is providing information, but the village is not, said Mr. Chiquoine. George Tyler assured every effort will be made to ensure the information is posted to the village website going forward. Mr. Chiquoine asked that start and end times of each event also be posted on the website.

### 3. Approve Town and Village Finance Director Job Descriptions

The Trustees reviewed the revised job description that accommodates the consolidation of services for the Finance Director position. Lauren Morrisseau said there is need to spend time at both the village and town offices working with staff on issues such as making payroll more efficient (i.e. file one payroll tax) and health care items. Dan Kerin pointed out the job description does not mention duties as Assistant Manager in the village. Pat Scheidel explained the ‘assistant manager’ arrangement will continue in both the village and town and the appropriate salary adjustments will be made, but eventually the duties fall away.

**MOTION by Lori Houghton, SECOND by Andrew Brown, to approve the Village Finance Director job description with the changes as noted (i.e. Village Finance Director assuming some finance job duties in the town office). VOTING: unanimous (4-0); motion carried.**

## 5. NEW BUSINESS

### 1. Amendments to Senior Center After Hours Policy

Lou Ann Pioli, Senior Center Director, reviewed changes to the policy for use of the center after hours. The changes include the following:

- Change the age to 50 and above.
- A fee of \$25 for each four hours of use or portion thereof will be charged to outside organizations using the center (\$25 for 0-4 hours, \$50 for 5-8 hours and so on).
- No fee will be charged to the following groups:
  - Board of Trustees, Planning and Zoning meetings.
  - Meetings of other municipal boards, commissions and committees.
  - Memorial Day Parade Committee meetings.
  - Meetings sponsored by those renting space at Lincoln Hall.
  - Village of Essex Junction non-profit or service groups.
- Condominium associations from within the Village of Essex Junction are deleted from Section A of the policy dated 6/24/10.
- Contact information for reservations after hours is: Lou Ann Pioli, 876-5087, at the Senior Center, 2 Lincoln Street, Monday through Friday, 10 AM – 3:30 PM.
- Any organization/person using the center will receive a copy of the policy to read, sign and date before using the center.

**MOTION by Dan Kerin, SECOND by Lori Houghton, to approve the amendments to the Essex Junction Senior Center Policy for Use After Hours as noted below:**

- **Change the age to 50 and above.**
- **A fee of \$25 for each four hours of use or portion thereof will be charged to outside organizations using the center (\$25 for 0-4 hours, \$50 for 5-8 hours and so on).**
- **No fee will be charged to the following groups:**
  - **Board of Trustees, Planning and Zoning meetings.**
  - **Meetings of other municipal boards, commissions and committees.**

- Memorial Day Parade Committee meetings.
- Meetings sponsored by those renting space at Lincoln Hall.
- Village of Essex Junction non-profit or service groups.
- Condominium associations from within the Village of Essex Junction are deleted from Section A of the policy dated 6/24/10.
- Contact information for reservations after hours is: Lou Ann Pioli, 876-5087, at the Senior Center, 2 Lincoln Street, Monday through Friday, 10 AM – 3:30 PM.
- Any organization/person using the center will receive a copy of the policy to read, sign and date before using the center.

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

## 2. Bid Award for 2015 Dump Truck

Rick Jones, Public Works Superintendent, reported six bids for the dump truck were received from three companies. The bid amounts ranged from \$121,000 to \$141,000. Only one bid, R.R. Charlebois in Milton, met all the bid specs. The difference in the bid price was due to trade-in value, motor and axle position.

**MOTION by Lori Houghton, SECOND by Andrew Brown, to award the bid for the dump truck to R.R. Charlebois, Inc. of Milton for the amount not to exceed \$138,370.**

**DISCUSSION:** Rick Jones mentioned the motor and axle position are very important issues for the village and some of the bids did not meet this need. There is a checklist of specs to be met. Bidders must specify why a particular spec is not met. All bidders were at the bid opening. Lori Houghton requested in the future staff note who met the bid specs and who did not. There were no further comments.

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

## 6. MUNICIPAL MANAGER'S REPORT

### 1. Meeting Schedule – Regular Trustees Meetings @ 6:30 PM

- October 13, 2015
  - October 27, 2015
  - November 10, 2015
  - November 24, 2015
  - December 8, 2015
- Special Meetings/Events:
- October 8, 2015 – VLCT Town Fair in Killington (8 AM-4 PM)

### 2. Capital Budget Discussion

Discussion of the capital budget will be held at the next Trustees meeting along with the Lincoln Hall rehab in single phase or multi-phase.

## 7. TRUSTEES COMMENTS/CONCERNS & READING FILE

### 1. Board Member Comments



- George Tyler announced he will co-host an Essex Village/Town Update with Max Levy on Channel 17.
- Dan Kerin suggested the village consider holding a flea market on a weekly basis during the summer months.
- Andrew Brown said he attended an open house at the Senior Center and was impressed with the number of activities taking place.

## 2. Reading File

- Minutes
  - Planning Commission 9/315
- Email: Proposed Business for 12 Park Street
- Revised Estimate from Liszt Historical Restoration for Lincoln Hall
- Letters from James Jutras to Vermont Department of Environmental Conservation

## 8. CONSENT AGENDA

**MOTION by Andrew Brown, SECOND by Dan Kerin, to approve the consent agenda as presented:**

1. **Approve Minutes of Previous Meeting 9/8/15.**
2. **Expense Warrant #16008 dated 9/11/15 in the amount of \$25,307.93.**
3. **Expense Warrant #16009 dated 9/17/15 in the amount of \$39,125.81.**
4. **Approve Closing of Hawthorn Circle on 9/26/15 for Neighborhood Block Party.**

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

## 9. EXECUTIVE SESSION

**MOTION by George Tyler, SECOND by Dan Kerin, pursuant to the Open Meeting Law and 1VSA313(a)(1)(E) to go into Executive Session to discuss legal strategies relating to the Judgement Order from Vermont Superior Court where premature public knowledge would place the Village of Essex Junction at a substantial disadvantage, and to invite the Municipal Manager, Assistant Manager, Development Director, and Village Attorney to attend. VOTING: unanimous (4-0); motion carried.**

Executive Session was convened at 8:25 PM.

**MOTION by George Tyler, SECOND by Dan Kerin, to adjourn Executive Session and reconvene the regular meeting. VOTING: unanimous (4-0); motion carried.**

Executive Session was adjourned and the regular meeting reconvened at 8:58 PM.

## 10. ADJOURNMENT

**MOTION by George Tyler, SECOND by Andrew Brown, to adjourn the meeting. VOTING: unanimous (4-0); motion carried.**

The meeting was adjourned at 8:59 PM.

09/29/15  
12:35 pm

Town of Essex Accounts Payable  
Check Warrant Report # 16010 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 09/25/15 To 09/28/15 & Fund 2

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14400	09/15/15	ABOVE AND BEYOND LH/BL 9/6-10/3 JANITORIAL 2346	210-41940.423 CONTRACT SERVICES	600.00	2093	09/25/15
14400	09/15/15	ABOVE AND BEYOND LH/BL 9/6-10/3 JANITORIAL 2346	210-45551.423 CONTRACT SERVICES	1920.00	2093	09/25/15
42665	09/10/15	AMAZON/SYNCB BL MATERIALS 091015D	210-45551.641 JUVEN COLLECTION-PRNT & E	173.30	2101	09/25/15
42665	09/10/15	AMAZON/SYNCB BL MATERIALS 091015D	210-45551.640 ADULT COLLECTION-PRINT &	2.11	2101	09/25/15
42665	09/10/15	AMAZON/SYNCB BL MATERIALS 091015D	210-45551.610 SUPPLIES	99.99	2101	09/25/15
V10149	09/02/15	AVID BL SUPPLIES IN100824-1	210-45551.610 SUPPLIES	174.01	2103	09/25/15
V9976	09/01/15	AVONDA AIR SYSTEMS, INC BL MAINTENANCE 00414	210-45551.434 MAINT. BUILDINGS/GROUNDS	1000.00	2104	09/25/15
23635	09/01/15	BAY STATE ELEVATOR COMPAN BL BUILDING MAINTENANCE 213370	210-45551.434 MAINT. BUILDINGS/GROUNDS	261.03	2106	09/25/15
02005	09/03/15	BLUE CROSS/BLUE SHIELD VA OCT HEALTH INS 58610001182	210-41320.210 HEALTH INS & OTHER BENEFI	4156.93	2107	09/25/15
02005	09/03/15	BLUE CROSS/BLUE SHIELD VA OCT HEALTH INS 58610001182	210-43110.210 HEALTH INS & OTHER BENEFI	3533.39	2107	09/25/15
02005	09/03/15	BLUE CROSS/BLUE SHIELD VA OCT HEALTH INS 58610001182	210-43151.210 HEALTH INS & OTHER BENEFI	550.79	2107	09/25/15
02005	09/03/15	BLUE CROSS/BLUE SHIELD VA OCT HEALTH INS 58610001182	210-45551.210 HEALTH INS & OTHER BENEFI	6235.39	2107	09/25/15
02005	09/03/15	BLUE CROSS/BLUE SHIELD VA OCT HEALTH INS 58610001182	210-41970.210 HEALTH INS & OTHER BENEFI	2078.46	2107	09/25/15
02005	09/03/15	BLUE CROSS/BLUE SHIELD VA OCT HEALTH INS 58610001182	210-41335.210 HEALTH INS & OTHER BENEFI	1039.23	2107	09/25/15
00530	08/28/15	BRODART CO BF BOOKS B4071231	210-49345.000 LIBRARY DONATION EXPENDIT	33.09	2110	09/25/15
00530	08/31/15	BRODART CO BL BOOKS B4075878	210-45551.640 ADULT COLLECTION-PRINT &	15.40	2110	09/25/15
00530	08/31/15	BRODART CO BL BOOKS B4075878	210-45551.610 SUPPLIES	0.90	2110	09/25/15
00530	08/31/15	BRODART CO BL BOOKS B4075966	210-45551.640 ADULT COLLECTION-PRINT &	19.24	2110	09/25/15
00530	08/31/15	BRODART CO BL BOOKS B4075966	210-45551.610 SUPPLIES	0.90	2110	09/25/15
00530	08/31/15	BRODART CO BF BOOKS B4075967	210-49345.000 LIBRARY DONATION EXPENDIT	32.59	2110	09/25/15
00530	09/01/15	BRODART CO BL BOOKS B4079342	210-45551.641 JUVEN COLLECTION-PRNT & E	28.66	2110	09/25/15
00530	09/01/15	BRODART CO BL BOOKS B4079342	210-45551.610 SUPPLIES	1.80	2110	09/25/15
00530	09/02/15	BRODART CO BL BOOKS B4082534	210-45551.641 JUVEN COLLECTION-PRNT & E	23.06	2110	09/25/15
00530	09/02/15	BRODART CO BL BOOKS B4082534	210-45551.610 SUPPLIES	1.80	2110	09/25/15
00530	09/02/15	BRODART CO BL BOOKS B4082535	210-45551.641 JUVEN COLLECTION-PRNT & E	46.35	2110	09/25/15

09/29/15  
12:35 pm

Town of Essex Accounts Payable  
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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	09/02/15	BL BOOKS B4082535	210-45551.610 SUPPLIES	3.60	2110	09/25/15
00530	09/02/15	BL BOOKS B4082536	210-45551.641 JUVEN COLLECTION-PRNT & E	129.35	2110	09/25/15
00530	09/02/15	BL BOOKS B4082536	210-45551.610 SUPPLIES	13.50	2110	09/25/15
00530	09/02/15	BL BOOKS B4082537	210-45551.640 ADULT COLLECTION-PRINT &	22.71	2110	09/25/15
00530	09/02/15	BL BOOKS B4082537	210-45551.610 SUPPLIES	0.90	2110	09/25/15
00530	09/02/15	BL BOOKS B4082538	210-45551.640 ADULT COLLECTION-PRINT &	33.40	2110	09/25/15
00530	09/02/15	BL BOOKS B4082538	210-45551.610 SUPPLIES	0.90	2110	09/25/15
00530	09/02/15	BL BOOKS B4082539	210-49346.001 ADULT COLLECTION-PRINT &	15.20	2110	09/25/15
00530	09/02/15	BL BOOKS B4082540	210-45551.640 ADULT COLLECTION-PRINT &	36.99	2110	09/25/15
00530	09/02/15	BL BOOKS B4082540	210-45551.610 SUPPLIES	1.80	2110	09/25/15
00530	09/02/15	BL BOOKS B4082691	210-45551.641 JUVEN COLLECTION-PRNT & E	14.69	2110	09/25/15
00530	09/02/15	BL BOOKS B4082692	210-45551.641 JUVEN COLLECTION-PRNT & E	9.62	2110	09/25/15
00530	09/03/15	BL BOOKS B4085415	210-45551.641 JUVEN COLLECTION-PRNT & E	22.73	2110	09/25/15
00530	09/03/15	BL BOOKS B4085415	210-45551.610 SUPPLIES	1.80	2110	09/25/15
00530	09/04/15	BL BOOK B4087698	210-45551.641 JUVEN COLLECTION-PRNT & E	9.89	2110	09/25/15
00530	09/04/15	BL BOOK B4087698	210-45551.610 SUPPLIES	0.90	2110	09/25/15
00530	09/04/15	BF BOOKS B4087699	210-49345.000 LIBRARY DONATION EXPENDIT	15.72	2110	09/25/15
V9941	08/07/15	BUSINESSCARD SERVICES AD GAN BURL FREEPRESS NEW 09155066C	210-41320.610 SUPPLIES	22.00	2112	09/25/15
V9941	08/07/15	BUSINESSCARD SERVICES BL GAN BURL FREEPRESS NEW 09155066D	210-45551.640 ADULT COLLECTION-PRINT &	23.00	2112	09/25/15
V9941	08/10/15	BUSINESSCARD SERVICES AD MARTONES TRUSTEE LUNCH 09155066E	210-41320.560 TRUSTEES EXPENDITURES	77.04	2112	09/25/15
V9941	08/10/15	BUSINESSCARD SERVICES VF AMAZON WIRELESS CAMERA 09155066G	210-42220.889 ROUTINE EQUIPMENT PURCHAS	343.99	2112	09/25/15
V9941	08/14/15	BUSINESSCARD SERVICES VL VT GOV SERV BK CK 09155066I	210-45551.572 INTERVIEW COSTS	30.00	2112	09/25/15
V9941	08/25/15	BUSINESSCARD SERVICES DV AMAZON IPAD CASE 09155066J	210-41970.610 SUPPLIES	20.33	2112	09/25/15
V9941	08/18/15	BUSINESSCARD SERVICES DV AMAZON MOUSE PAD 09155066K	210-41970.610 SUPPLIES	4.48	2112	09/25/15
V9941	08/19/15	BUSINESSCARD SERVICES VF PROMO FIRE PREVENT 09155066L	210-42220.838 FIRE PREVENTION	112.50	2112	09/25/15

09/29/15  
12:35 pm

Town of Essex Accounts Payable  
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For Check Acct 01(GENERAL FUND) All check #s 09/25/15 To 09/28/15 & Fund 2

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V9941	08/25/15	BUSINESSCARD SERVICES AD MACS TRUSTEE FOOD 091550660	210-41320.560 TRUSTEES EXPENDITURES	8.99	2112	09/25/15
V9941	08/26/15	BUSINESSCARD SERVICES AD VZN WRLS DATA PLAN LM 09155066P	210-41320.535 TELEPHONE SERVICES	20.00	2112	09/25/15
V9941	08/28/15	BUSINESSCARD SERVICES AD LORMAN WEBINAR 09155066R	210-41320.500 TRAINING, CONFERENCES, DU	99.00	2112	09/25/15
V9941	08/31/15	BUSINESSCARD SERVICES VF VACUUM BAGS 09155066S	210-42220.610 SUPPLIES	40.00	2112	09/25/15
V9941	09/07/15	BUSINESSCARD SERVICES AD FINANCE CHARGE 09155066T	210-41320.610 SUPPLIES	17.82	2112	09/25/15
04550	09/10/15	BWP VT CARQUEST A/P ST HOSE 14406171353	210-43110.432 VEHICLE MAINTENANCE	33.52	2114	09/25/15
V0455	09/01/15	CANON SOLUTIONS AMERICA BL SUPPLIES 4016918298	210-45551.610 SUPPLIES	37.16	2115	09/25/15
33190	09/15/15	CHARLEBOIS INC. VF TRUCK FILTER IC97737	210-42220.432 VEHICLE MAINTENANCE	118.72	2121	09/25/15
V10614	09/01/15	CHOICE COBRA, LLC AD ADMIN FEE RC035581	210-41320.210 HEALTH INS & OTHER BENEFIT	30.00	2124	09/25/15
04940	09/03/15	COMCAST VF CABLE TV SERVICE 090315VF	210-42220.535 TELEPHONE SERVICES	13.59	2125	09/25/15
27420	09/02/15	DAVE WHITCOMB'S SERVICE ST TOWING SIDEWALK MACHNE 46262	210-43110.432 VEHICLE MAINTENANCE	125.00	2126	09/25/15
42640	08/31/15	DE LAGE LANDEN AD 9/15-10/14 COPIER 47009047	210-41320.442 LEASED SERVICES	249.52	2127	09/25/15
25715	09/08/15	DONALD HAMLIN CONSULT ENG AD CNST INSP AUTUMN POND 09081514821	210-15102.000 EXCHANGE - ENGI/LEGAL	154.80	2131	09/25/15
25715	09/08/15	DONALD HAMLIN CONSULT ENG ST ENGINEERING 09081514830	210-43110.576 ENGINEERING SERVICES	337.50	2131	09/25/15
25715	09/08/15	DONALD HAMLIN CONSULT ENG ST ENGINEERING 09081515823	210-43110.576 ENGINEERING SERVICES	232.50	2131	09/25/15
25715	09/17/15	DONALD HAMLIN CONSULT ENG AD ENG TAFT ST PHASE 2 09171514837	210-15102.000 EXCHANGE - ENGI/LEGAL	351.70	2131	09/25/15
V10576	09/08/15	ECOPIXEL LLC AD AUG WEB HOST SUPPORT 2044	210-41320.530 COMMUNICATIONS	99.00	2136	09/25/15
23215	08/31/15	ESSEX EQUIPMENT INC LH AUGER RENTAL SEN CTR 105847260001	210-41940.434 MAINT. BUILDINGS/GROUNDS	40.32	2142	09/25/15
V0795	09/17/15	ESSEX TOWN OF AD 1/12 MGR CONTRACT 091715D	210-41320.150 MANAGER CONTRACT	5125.00	2144	09/25/15
38955	09/10/15	F W WEBB CO. MP FOUNTAIN PARTS 47710491	210-43161.002 MEMORIAL PARK	179.99	2145	09/25/15
24380	08/27/15	F.R. LAFAYETTE, INC. ST SIGN POSTS 27942	210-43110.617 SIGNS AND POSTS	315.00	2146	09/25/15
25920	09/11/15	FIRE PRO TEC INC VF ANNUAL INSPECTION 319167	210-42220.570 MAINTENANCE OTHER	92.00	2150	09/25/15
25920	09/11/15	FIRE PRO TEC INC ST FIRE PROTEC 319169	210-43110.610 SUPPLIES	280.40	2150	09/25/15
25920	09/10/15	FIRE PRO TEC INC VF FIRE EXTINGUISHER 319789	210-42220.570 MAINTENANCE OTHER	31.50	2150	09/25/15
V0807	09/11/15	FIREPROTEC LH ANN EXTINGUISHER INSPT 319168	210-41940.434 MAINT. BUILDINGS/GROUNDS	48.00	2151	09/25/15

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V10226	09/10/15	ST RAGS & TOWELS 1295301528	210-43110.610 SUPPLIES	60.35	2161	09/25/15
34895	09/01/15	ST TRASH 1105356	210-43110.565 RUBBISH REMOVAL	82.52	2163	09/25/15
34895	09/01/15	LH AUG RUBBISH REMOVAL 1105357	210-41940.565 RUBBISH REMOVAL	155.72	2163	09/25/15
34895	09/01/15	ST TRASH 1105358	210-43110.565 RUBBISH REMOVAL	415.77	2163	09/25/15
34895	09/01/15	ST TRASH 1105494	210-43110.565 RUBBISH REMOVAL	55.27	2163	09/25/15
04035	09/08/15	ST PAVING TOOLS 19119	210-43120.610 PAVEMENT MAINTENANCE	111.35	2165	09/25/15
07010	09/14/15	ST 8/14-9/14 SL CENTRAL 09150206201	210-43160.622 STREET LIGHTS - ELECTRICI	80.10	2167	09/25/15
07010	09/14/15	ST 8/14-9/14 SL RR AVE 09150706200	210-43160.622 STREET LIGHTS - ELECTRICI	234.20	2167	09/25/15
07010	09/14/15	ST 8/14-9/14 TL SS/PRL 09151326206	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	42.12	2167	09/25/15
07010	09/14/15	ST 8/14-9/14 66 LINC ST 09153616208	210-43160.622 STREET LIGHTS - ELECTRICI	63.04	2167	09/25/15
07010	09/14/15	ST 8/14-9/14 5 CRNR DEV 09158606204	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	68.65	2167	09/25/15
07010	09/14/15	ST 8/14-9/14 5 CRNR DEV 09158606204	210-43160.622 STREET LIGHTS - ELECTRICI	421.71	2167	09/25/15
07010	09/09/15	ST 8/11-9/9 HWY GARAGE 09159256108	210-43110.622 ELECTRICAL SERVICE	240.64	2167	09/25/15
V10129	09/18/15	BL PR DEDUCTION RETURNED 091815D	210-15101.000 EXCHANGE - GENERAL	50.00	2173	09/25/15
33495	09/02/15	BL BOOKS 88583189	210-45551.640 ADULT COLLECTION-PRINT &	18.14	2178	09/25/15
33495	09/02/15	BL BOOKS 88583190	210-45551.640 ADULT COLLECTION-PRINT &	14.74	2178	09/25/15
33495	09/08/15	BL BOOKS 88937601	210-45551.640 ADULT COLLECTION-PRINT &	112.94	2178	09/25/15
V1208	09/01/15	ST ICLLOUD STORAGE 090415D	210-43110.610 SUPPLIES	3.99	2182	09/25/15
26330	09/05/15	VE 10/15-9/16 DUES 56072	210-41335.811 ANNUAL SUPPORT OF ORGNIZA	730.00	2187	09/25/15
06095	09/10/15	MP FILTER SAND FOR FOUNTN 91420	210-43161.002 MEMORIAL PARK	56.96	2188	09/25/15
14025	09/11/15	VA OCT LIFE INS 10151532732	210-41320.210 HEALTH INS & OTHER BENEFI	175.23	2192	09/25/15
14025	09/11/15	VA OCT LIFE INS 10151532732	210-43110.210 HEALTH INS & OTHER BENEFI	148.95	2192	09/25/15
14025	09/11/15	VA OCT LIFE INS 10151532732	210-43151.210 HEALTH INS & OTHER BENEFI	23.22	2192	09/25/15
14025	09/11/15	VA OCT LIFE INS 10151532732	210-45551.210 HEALTH INS & OTHER BENEFI	219.04	2192	09/25/15
14025	09/11/15	VA OCT LIFE INS 10151532732	210-41970.210 HEALTH INS & OTHER BENEFI	87.62	2192	09/25/15

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14025	09/11/15	VA OCT LIFE INS 10151532732	210-41335.210 HEALTH INS & OTHER BENEFI	43.81	2192	09/25/15
08645	08/31/15	VF MISC STATION ITEMS 02569	210-42220.434 MAINT. BUILDINGS/GROUNDS	263.41	2194	09/25/15
08645	08/24/15	VF HARDWARE SUPPLIES 09719	210-42220.889 ROUTINE EQUIPMENT PURCHAS	76.67	2194	09/25/15
08645	08/21/15	VA POLE FOR JETTER 09974	210-43110.610 SUPPLIES	7.10	2194	09/25/15
14585	09/08/15	VF AIR PACK SERVICE 00666933SNV	210-42220.570 MAINTENANCE OTHER	1289.40	2198	09/25/15
37605	09/07/15	FN AP CONVERSION HIST VIL 35141	210-41320.340 COMPUTER EXPENSES	175.00	2200	09/25/15
37605	09/08/15	FN 2015 TAX FORMS 35156	210-41320.550 PRINTING AND ADVERTISING	54.48	2200	09/25/15
24960	09/17/15	VA OCT DENTAL INS 10159256197	210-41320.210 HEALTH INS & OTHER BENEFI	327.98	2203	09/25/15
24960	09/17/15	VA OCT DENTAL INS 10159256197	210-43110.210 HEALTH INS & OTHER BENEFI	278.78	2203	09/25/15
24960	09/17/15	VA OCT DENTAL INS 10159256197	210-43151.210 HEALTH INS & OTHER BENEFI	43.46	2203	09/25/15
24960	09/17/15	VA OCT DENTAL INS 10159256197	210-45551.210 HEALTH INS & OTHER BENEFI	409.97	2203	09/25/15
24960	09/17/15	VA OCT DENTAL INS 10159256197	210-41970.210 HEALTH INS & OTHER BENEFI	163.99	2203	09/25/15
24960	09/17/15	VA OCT DENTAL INS 10159256197	210-41335.210 HEALTH INS & OTHER BENEFI	81.99	2203	09/25/15
V2393	09/14/15	AD/VD POSTAGE METER SUPP 345412	210-41320.610 SUPPLIES	150.90	2204	09/25/15
V2393	09/14/15	AD/VD POSTAGE METER SUPP 345412	210-41970.610 SUPPLIES	74.32	2204	09/25/15
24100	09/08/15	ST SIGNS 152271	210-43110.617 SIGNS AND POSTS	159.00	2207	09/25/15
24100	09/10/15	ST SIGNS 152327	210-43110.617 SIGNS AND POSTS	199.00	2207	09/25/15
25140	09/01/15	ST ASPHALT 825646	210-43120.610 PAVEMENT MAINTENANCE	678.93	2209	09/25/15
25140	09/04/15	ST ASPHALT 827510	210-43120.610 PAVEMENT MAINTENANCE	678.32	2209	09/25/15
25140	09/11/15	ST ASPALT 828888	210-43120.610 PAVEMENT MAINTENANCE	980.27	2209	09/25/15
V1843	08/29/15	AD/DV AUG MINUTES 750EJ	210-41320.530 COMMUNICATIONS	286.00	2214	09/25/15
V1843	08/29/15	AD/DV AUG MINUTES 750EJ	210-41970.530 COMMUNICATIONS	264.00	2214	09/25/15
40840	09/01/15	VA SEP PHNE/INTERNET 1080 3546134	210-41320.535 TELEPHONE SERVICES	142.69	2230	09/25/15
40840	09/01/15	VA SEP PHNE/INTERNET 1080 3546134	210-45300.535 TELEPHONE SERVICES	38.83	2230	09/25/15
40840	09/01/15	VA SEP PHNE/INTERNET 1080 3546134	210-41970.535 TELEPHONE SERVICES	32.67	2230	09/25/15

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40840	09/01/15	SOVERNET COMMUNICATIONS VA SEP PHNE/INTERNET 1080 3546134	210-41320.530 COMMUNICATIONS	34.95	2230	09/25/15
40840	09/01/15	SOVERNET COMMUNICATIONS BL TELEPHONE TECH ACCESS 3546173	210-45551.530 TECHNOLOGY ACCESS	39.95	2230	09/25/15
40840	09/01/15	SOVERNET COMMUNICATIONS BL TELEPHONE TECH ACCESS 3546173	210-45551.535 TELEPHONE SERVICES	91.73	2230	09/25/15
V2124	08/29/15	STAPLES ADVANTAGE ST PAPER TOWELS 3275994161	210-43110.610 SUPPLIES	172.30	2232	09/25/15
V2124	08/28/15	STAPLES ADVANTAGE VA OFFICE SUPPLIES 3275994172	210-43110.610 SUPPLIES	60.28	2232	09/25/15
V2124	08/28/15	STAPLES ADVANTAGE VA OFFICE SUPPLIES 3275994172	210-43110.610 SUPPLIES	21.59	2232	09/25/15
V2124	08/28/15	STAPLES ADVANTAGE VA OFFICE SUPPLIES 3275994172	210-41970.610 SUPPLIES	29.69	2232	09/25/15
V2124	08/29/15	STAPLES ADVANTAGE AD/DV OFFICE SUPPLIES 3275994182	210-41320.610 SUPPLIES	4.66	2232	09/25/15
V2124	08/29/15	STAPLES ADVANTAGE AD/DV OFFICE SUPPLIES 3275994182	210-41970.610 SUPPLIES	2.29	2232	09/25/15
V2124	09/12/15	STAPLES ADVANTAGE AD/VD CALENDAR/TABS 3277571696	210-41320.610 SUPPLIES	66.92	2232	09/25/15
V2124	09/12/15	STAPLES ADVANTAGE AD/VD CALENDAR/TABS 3277571696	210-41970.610 SUPPLIES	12.71	2232	09/25/15
V9567	09/09/15	TALKING ABOUT BOOKS BL BOOKS 15065	210-45551.836 ADULT PROGRAMS	23.00	2233	09/25/15
V9866	09/01/15	TYLER TECHNOLOGIES VA ACCTING SFTWRE SUPPORT 025131893	210-41320.340 COMPUTER EXPENSES	6161.44	2239	09/25/15
V9866	08/27/15	TYLER TECHNOLOGIES AD ACCTNG SUPP CREDIT 025133867	210-41320.340 COMPUTER EXPENSES	-1930.24	2239	09/25/15
02970	09/03/15	USA BLUE BOOK INC ST LOCKS 742692	210-43110.610 SUPPLIES	175.90	2244	09/25/15
V2377	09/15/15	VLCT EMPLOYMENT RESOURCE AD Q4 UNEMPLOYMENT INS 18941Q4	210-20215.000 STATE UNEMPLOYMENT PAYABL	967.00	2246	09/25/15
07565	08/27/15	W B MASON CO INC BL SUPPLIES I28056794	210-45551.610 SUPPLIES	131.98	2253	09/25/15
07565	09/10/15	W B MASON CO INC AD/VD PAPER & ENVELOPES I28383966	210-41320.610 SUPPLIES	88.88	2253	09/25/15
07565	09/10/15	W B MASON CO INC AD/VD PAPER & ENVELOPES I28383966	210-41970.610 SUPPLIES	43.77	2253	09/25/15
07565	09/14/15	W B MASON CO INC BL SUPPLIES I28453448	210-45551.610 SUPPLIES	84.49	2253	09/25/15
02535	08/31/15	WESCO INC VF BATTERIES 984313	210-42220.610 SUPPLIES	41.76	2254	09/25/15
02535	09/02/15	WESCO INC VF BATTERIES 985122	210-42220.610 SUPPLIES	35.04	2254	09/25/15
V10636	09/16/15	HEALTH EQUITY AD SEPT. ADMIN FEE 091615D	210-41320.210 HEALTH INS & OTHER BENEFIT	3.45	90925151	09/25/15
V9941	07/07/15	BUSINESSCARD SERVICES BL GAN BURL FREEPRESS NEW 08155066A	210-45551.640 ADULT COLLECTION-PRINT &	23.00	90925152	09/25/15
V9941	07/07/15	BUSINESSCARD SERVICES AD GAN BURL FREEPRESS NEW 08155066B	210-41320.610 SUPPLIES	22.00	90925152	09/25/15

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V9941	BUSINESSCARD SERVICES	07/13/15	AD MAC'S TRUSTEE FOOD 08155066C	210-41320.560 TRUSTEES EXPENDITURES	18.30	90925152	09/25/15
V9941	BUSINESSCARD SERVICES	07/13/15	AD DESK LAMP BULBS 08155066D	210-41320.610 SUPPLIES	37.43	90925152	09/25/15
V9941	BUSINESSCARD SERVICES	07/14/15	AD ROCKY'S TRUSTEE FOOD 08155066E	210-41320.560 TRUSTEES EXPENDITURES	76.16	90925152	09/25/15
V9941	BUSINESSCARD SERVICES	07/21/15	VF ALERT ALL FIRE PREVENT 08155066F	210-42220.838 FIRE PREVENTION	610.00	90925152	09/25/15
V9941	BUSINESSCARD SERVICES	07/22/15	VF PROMO FIRE PREVENT 08155066H	210-42220.838 FIRE PREVENTION	243.25	90925152	09/25/15
V9941	BUSINESSCARD SERVICES	07/21/15	BL RAKUTEN.COM PRINTER 08155066I	210-45551.340 COMPUTER EXPENSES	197.29	90925152	09/25/15
V9941	BUSINESSCARD SERVICES	07/26/15	AD VERIZON DATA FOR IPAD 08155066J	210-41320.535 TELEPHONE SERVICES	20.00	90925152	09/25/15
V9941	BUSINESSCARD SERVICES	07/27/15	ST BESTBUY WEATHER TV 08155066K	210-43110.610 SUPPLIES	529.98	90925152	09/25/15
V9941	BUSINESSCARD SERVICES	07/28/15	LHAD MACS MTG FOOD/SUPPLY 08155066M	210-41940.610 SUPPLIES	5.68	90925152	09/25/15
V9941	BUSINESSCARD SERVICES	07/28/15	LHAD MACS MTG FOOD/SUPPLY 08155066M	210-41320.560 TRUSTEES EXPENDITURES	13.62	90925152	09/25/15
V9941	BUSINESSCARD SERVICES	07/29/15	ST BESTBUY WEATHER MONITR 08155066N	210-43110.610 SUPPLIES	379.99	90925152	09/25/15
V9941	BUSINESSCARD SERVICES	07/30/15	VF PROMO FIRE PREVENT 08155066O	210-42220.838 FIRE PREVENTION	77.50	90925152	09/25/15
V9941	BUSINESSCARD SERVICES	08/04/15	ST IPAD APP 08155066Q	210-43110.610 SUPPLIES	6.34	90925152	09/25/15
25715	DONALD HAMLIN CONSULT ENG	09/08/15	VR PRJ MGMT CRES CNTR 09081512833	230-46801.008 CRESCENT CONNECTOR	942.50	2131	09/25/15
25715	DONALD HAMLIN CONSULT ENG	09/08/15	VR 7/15 WOODS END DR ENG 09081513817	230-46801.005 WODS END DR. RECONST	1257.18	2131	09/25/15
25715	DONALD HAMLIN CONSULT ENG	09/08/15	VR PRJ MGMT MISSING LINK 09081514807	230-46801.007 PEARL ST. LINKING SIDEWAL	1598.00	2131	09/25/15
V10070	VANASSE HANGEN BRUSTLIN I	03/23/15	VR 3/15 MULTI USE PATH 1967987	230-20201.001 ACCOUNTS PAYABLE-ACCRUED	8585.70	2245	09/25/15
V10070	VANASSE HANGEN BRUSTLIN I	09/05/15	VR MULTI USE PATH DSGN 20582810	230-46801.006 MULTI-USE PATH NORTH	1729.33	2245	09/25/15
V10731	DESROCHES CONSTRUCT SERV	09/22/15	VB SEPT 15 MAIN ST DRAIN PAYEST5	253-46801.002 MAIN ST. DRAINAGE-BRDG TO	65700.40	2129	09/25/15
25715	DONALD HAMLIN CONSULT ENG	09/08/15	VA 7/15 SCHOOL ST ENG 09081514811	253-46801.001 SCHOOL ST. RDWY/WTR/SWR R	75.05	2131	09/25/15
25715	DONALD HAMLIN CONSULT ENG	09/08/15	VB 7/15 MAIN DRAIN ENG 09081514812	253-46801.002 MAIN ST. DRAINAGE-BRDG TO	25514.25	2131	09/25/15
25715	DONALD HAMLIN CONSULT ENG	09/08/15	VB/VW 7/15 BRIAR LANE ENG 09081514813	253-46801.005 BRIAR LANE RD/SDWK/WTR LI	775.54	2131	09/25/15
25715	DONALD HAMLIN CONSULT ENG	09/08/15	VB 7/15 HILLCREST/NO HLLC 09081514814	253-46801.003 HILLCREST DRNG/N HILLCRST	959.84	2131	09/25/15
25715	DONALD HAMLIN CONSULT ENG	09/08/15	VA 7/15 MAPLE ST CULVERT 09081514815	253-46801.004 MAPLE ST. CULVERT	3045.52	2131	09/25/15
02005	BLUE CROSS/BLUE SHIELD	09/03/15	VA OCT HEALTH INS 58610001182	254-43200.210 HEALTH INS & OTHER BENEFIT	2598.08	2107	09/25/15



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V9941	BUSINESSCARD SERVICES	08/22/15	VW CELL PHONE APP 09155066M	254-43200.614 DISTRIBUTION MATERIALS	2.11	2112	09/25/15
23435	CHAMPLAIN WATER DISTRICT	08/31/15	VW AUG WATER USAGE 83115D	254-43200.412 STATE WATER TAX	1016.53	2120	09/25/15
23435	CHAMPLAIN WATER DISTRICT	08/31/15	VW AUG WATER USAGE 83115D	254-43210.412 STATE WATER TAX - GF	4986.40	2120	09/25/15
23435	CHAMPLAIN WATER DISTRICT	08/31/15	VW AUG WATER USAGE 83115D	254-43200.411 CWD WATER PURCHASE	40213.95	2120	09/25/15
23435	CHAMPLAIN WATER DISTRICT	08/31/15	VW AUG WATER USAGE 83115D	254-43210.411 CWD WATER PURC - GF	197261.98	2120	09/25/15
25715	DONALD HAMLIN CONSULT ENG	09/08/15	VA 7/15 SCHOOL ST ENG 09081514811	254-43330.008 SCHL ST. RDWY/WTRLINE	40.73	2131	09/25/15
25715	DONALD HAMLIN CONSULT ENG	09/08/15	VB/VW 7/15 BRIAR LANE ENG 09081514813	254-43332.005 BRIAR LANE RD/SDWK/WTR LN	106.96	2131	09/25/15
25715	DONALD HAMLIN CONSULT ENG	09/08/15	VB 7/15 HILLCREST/NO HLLC 09081514814	254-43332.003 HILLCREST DRNG/N HILLCRES	304.66	2131	09/25/15
25715	DONALD HAMLIN CONSULT ENG	09/08/15	VA 7/15 MAPLE ST CULVERT 09081514815	254-43330.004 MAPLE ST. CULVT/WTRLINE	2446.21	2131	09/25/15
18000	FERGUSON WATERWORKS #590	08/28/15	VW SUPPLIES 0388143	254-43200.610 SUPPLIES	300.92	2149	09/25/15
18000	FERGUSON WATERWORKS #590	09/11/15	VW SUPPLIES 0388625	254-43200.614 DISTRIBUTION MATERIALS	79.03	2149	09/25/15
18000	FERGUSON WATERWORKS #590	09/11/15	VW SUPPLIES 0388839	254-43200.610 SUPPLIES	58.66	2149	09/25/15
18000	FERGUSON WATERWORKS #590	09/11/15	VW SUPPLIES 0388840	254-43200.610 SUPPLIES	128.38	2149	09/25/15
18000	FERGUSON WATERWORKS #590	09/11/15	ST SUPPLIES 0389312	254-43200.610 SUPPLIES	67.17	2149	09/25/15
07010	GREEN MOUNTAIN POWER CORP	09/09/15	WW 8/11-9/9 WTR BLDG 09158256109	254-43200.622 ELECTRICAL SERVICE	52.95	2167	09/25/15
14025	LINCOLN NATIONAL LIFE INS	09/11/15	VA OCT LIFE INS 10151532732	254-43200.210 HEALTH INS & OTHER BENEFIT	109.52	2192	09/25/15
08645	LOWE'S HOME CENTERS INC	08/21/15	VA POLE FOR JETTER 09974	254-43200.610 SUPPLIES	1.18	2194	09/25/15
24960	NORTHEAST DELTA DENTAL	09/17/15	VA OCT DENTAL INS 10159256197	254-43200.210 HEALTH INS & OTHER BENEFIT	204.99	2203	09/25/15
V9866	TYLER TECHNOLOGIES	09/01/15	VA ACCTING SFTWRE SUPPORT 025131893	254-43200.340 COMPUTER EXPENSES	348.45	2239	09/25/15
12840	ADS BURLINGTON TRANSFER S	08/31/15	WW 0.78 TON GRIT U10000003048	255-43200.565 GRIT DISPOSAL	65.02	2094	09/25/15
42625	ALDRICH & ELLIOTT PC	09/01/15	WW SPECIAL SERVICES 75770	255-43330.004 CO-GEN	891.68	2097	09/25/15
02005	BLUE CROSS/BLUE SHIELD	09/03/15	VA OCT HEALTH INS 58610001182	255-43200.210 HEALTH INS & OTHER BENEFIT	5372.82	2107	09/25/15
V9941	BUSINESSCARD SERVICES	08/06/15	WW TRIMMERHEAD LEOS SMALL 09155066A	255-43200.570 MAINTENANCE OTHER	53.63	2112	09/25/15
V9941	BUSINESSCARD SERVICES	08/07/15	WW STAPLES OFFICE CHAIRS 09155066B	255-43200.610 SUPPLIES	679.92	2112	09/25/15
V9941	BUSINESSCARD SERVICES	08/12/15	WW AMAZON OFFICE SUPPLIES 09155066F	255-43200.570 MAINTENANCE OTHER	83.02	2112	09/25/15

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V9941	BUSINESSCARD SERVICES	08/13/15	WW AMAZON WASABI ADAPTOR 09155066H	255-43200.570 MAINTENANCE OTHER	17.92	2112	09/25/15
V9941	BUSINESSCARD SERVICES	08/27/15	WW AMAZON RECOIL 09155066N	255-43200.570 MAINTENANCE OTHER	24.99	2112	09/25/15
V9941	BUSINESSCARD SERVICES	08/28/15	WW GAN BURL FREEPRESS NEW 09155066Q	255-43200.610 SUPPLIES	22.00	2112	09/25/15
23455	CHITTENDEN SOLID WASTE DI	09/08/15	WW DIRECT FEES IVC022033	255-43200.565 GRIT DISPOSAL	71.55	2122	09/25/15
06870	ENDYNE INC	08/31/15	WW WEEKLY TKN 181724	255-43200.577 CONTRACT LABORATORY SERVI	25.00	2137	09/25/15
06870	ENDYNE INC	09/08/15	WW WEEKLY TKN 182682	255-43200.577 CONTRACT LABORATORY SERVI	25.00	2137	09/25/15
38955	F W WEBB CO.	09/04/15	WW DECHLOR FEED PUMP PIPE 47678369	255-43200.570 MAINTENANCE OTHER	83.53	2145	09/25/15
24785	GRAINGER	09/04/15	WW SAFETY GLOVES 9835225146	255-43200.570 MAINTENANCE OTHER	594.40	2166	09/25/15
V9854	IDEXX DISTRIBUTION, INC.	09/16/15	WW E COLI TEST BUTTERS 293037961	255-43200.618 SUPPLIES - LABORATORY	810.02	2177	09/25/15
37715	INTEGRITY COMMUNICATIONS	09/09/15	WW SERVICE CALL 30519	255-43200.570 MAINTENANCE OTHER	80.00	2179	09/25/15
V10675	K-LOG, INC	09/03/15	WW CONF. WORK TABLES 152650381	255-43200.570 MAINTENANCE OTHER	2046.61	2183	09/25/15
14025	LINCOLN NATIONAL LIFE INS	09/11/15	VA OCT LIFE INS 10151532732	255-43200.210 HEALTH INS & OTHER BENEFI	226.49	2192	09/25/15
08645	LOWE'S HOME CENTERS INC	08/21/15	VA POLE FOR JETTER 09974	255-43200.610 SUPPLIES	1.18	2194	09/25/15
08645	LOWE'S HOME CENTERS INC	08/07/15	WW SPILL PANS & ROPE 10903	255-43200.570 MAINTENANCE OTHER	56.95	2194	09/25/15
10220	NEW ENGLAND AIR SYSTEMS L	08/31/15	WW GRIT CHUTE REPLACEMENT U30406701	255-43200.570 MAINTENANCE OTHER	3014.00	2199	09/25/15
24960	NORTHEAST DELTA DENTAL	09/17/15	VA OCT DENTAL INS 10159256197	255-43200.210 HEALTH INS & OTHER BENEFI	423.91	2203	09/25/15
38035	PERFECTION MOTORSPORTS IN	09/15/15	WW FLATBED TRAILER 0054584	255-43200.570 MAINTENANCE OTHER	2788.84	2206	09/25/15
11695	PIONEER MOTORS & DRIVES,	09/10/15	WW DRIVE HMI PADS M1843	255-43200.570 MAINTENANCE OTHER	270.00	2210	09/25/15
12775	PRATT & SMITH ELECTRICAL	08/28/15	WW CO GEN INTERFACE 5903	255-43200.570 MAINTENANCE OTHER	150.00	2213	09/25/15
12775	PRATT & SMITH ELECTRICAL	08/31/15	WW SCREEN CONTRACTOR 5933	255-43200.570 MAINTENANCE OTHER	1395.20	2213	09/25/15
16005	ROMICK RICHARD	09/21/15	WW/SA refund sewer/sanit 92115D	255-15101.000 EXCHANGE	16.36	2219	09/25/15
40840	SOVERNET COMMUNICATIONS	09/01/15	WW INTERNET/PHONES MODEMS 3538619	255-43200.535 TELEPHONE SERVICES	264.63	2230	09/25/15
V10071	SPECTER INSTRUMENTS	08/17/15	WW WIN911 LICENSE RENEWAL 1508039876	255-43200.570 MAINTENANCE OTHER	395.00	2231	09/25/15
V9941	BUSINESSCARD SERVICES	07/23/15	WW CREDIT 2X BILLNG AMETK 08155066G	255-11501.005 AR ACCRUED	-385.76	90925152	09/25/15
V9941	BUSINESSCARD SERVICES	07/28/15	WW GAN BURL FREEPRESS NEW 08155066L	255-43200.610 SUPPLIES	22.00	90925152	09/25/15

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V9941	07/31/15	BUSINESSCARD SERVICES WW WALMART LAB OVENS 08155066P	255-43200.618 SUPPLIES - LABORATORY	173.00	90925152	09/25/15
02005	09/03/15	BLUE CROSS/BLUE SHIELD VA OCT HEALTH INS 58610001182	256-43200.210 HEALTH INS & OTHER BENEFI	2494.15	2107	09/25/15
25715	09/08/15	DONALD HAMLIN CONSULT ENG VA 7/15 SCHOOL ST ENG 09081514811	256-43330.008 SCHL ST. RDWY/WTRLINE	24.22	2131	09/25/15
18000	09/09/15	FERGUSON WATERWORKS #590 SA MAPLE ST HLA TAP 0389045	256-43200.434 PUMP STATION MAINTENANCE	126.75	2149	09/25/15
07010	09/14/15	GREEN MOUNTAIN POWER CORP SA 8/13-9/14 PS HS 09156668804	256-43200.622 ELECTRICAL SERVICE	464.55	2167	09/25/15
07010	09/10/15	GREEN MOUNTAIN POWER CORP SA 8/11-9/10 PS MPL ST 09159440207	256-43200.622 ELECTRICAL SERVICE	51.63	2167	09/25/15
14025	09/11/15	LINCOLN NATIONAL LIFE INS VA OCT LIFE INS 10151532732	256-43200.210 HEALTH INS & OTHER BENEFI	61.33	2192	09/25/15
08645	08/21/15	LOWE'S HOME CENTERS INC VA POLE FOR JETTER 09974	256-43200.610 SUPPLIES	14.19	2194	09/25/15
24960	09/17/15	NORTHEAST DELTA DENTAL VA OCT DENTAL INS 10159256197	256-43200.210 HEALTH INS & OTHER BENEFI	114.79	2203	09/25/15
12775	09/04/15	PRATT & SMITH ELECTRICAL WW RIVER ST CONTROL PANEL 5939	256-43330.005 RIVER ST. PS CNTL PANEL,	11835.56	2213	09/25/15
16005	09/21/15	ROMICK RICHARD WW/SA refund sewer/sanit 92115D	256-15101.000 EXCHANGE	8.51	2219	09/25/15
V9866	09/01/15	TYLER TECHNOLOGIES VA ACCTING SFTWRE SUPPORT 025131893	256-43200.340 COMPUTER EXPENSES	696.89	2239	09/25/15
02970	09/09/15	USA BLUE BOOK INC ST CR FREIGHT MAGNETS 745636	256-43200.610 SUPPLIES	-67.00	2244	09/25/15
Report Total				446370.46		

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V9429	09/15/15	AQUARIUS LANDSCAPE INC. LH SERVICE CALL SPRINKLER 540295	210-41940.434 MAINT. BUILDINGS/GROUNDS	26.35	2299	10/08/15
V9429	09/15/15	AQUARIUS LANDSCAPE INC. LH REPAIR SPRINKLER 540296	210-41940.434 MAINT. BUILDINGS/GROUNDS	74.01	2299	10/08/15
41280	09/17/15	BOUCHARD-PIERCE VF WASHING MACHINE 85341881	210-42220.889 ROUTINE EQUIPMENT PURCHAS	1739.00	2307	10/08/15
00530	09/14/15	BRODART CO BF BOOKS B4097159	210-49345.000 LIBRARY DONATION EXPENDIT	16.27	2312	10/08/15
00530	09/16/15	BRODART CO BL BOOKS B4099608	210-45551.641 JUVEN COLLECTION-PRNT & E	76.19	2312	10/08/15
00530	09/16/15	BRODART CO BL BOOKS B4099608	210-45551.610 SUPPLIES	5.40	2312	10/08/15
00530	09/16/15	BRODART CO BL BOOKS B4099609	210-45551.640 ADULT COLLECTION-PRINT &	13.99	2312	10/08/15
00530	09/16/15	BRODART CO BL BOOKS B4099609	210-45551.610 SUPPLIES	0.90	2312	10/08/15
00530	09/16/15	BRODART CO BL BOOKS B4099610	210-45551.640 ADULT COLLECTION-PRINT &	13.72	2312	10/08/15
00530	09/16/15	BRODART CO BL BOOKS B4099610	210-45551.610 SUPPLIES	0.90	2312	10/08/15
00530	09/16/15	BRODART CO BL BOOKS B4099611	210-45551.640 ADULT COLLECTION-PRINT &	21.99	2312	10/08/15
00530	09/16/15	BRODART CO BL BOOKS B4099611	210-45551.610 SUPPLIES	0.90	2312	10/08/15
00530	09/18/15	BRODART CO BL BOOKS B4101956	210-45551.641 JUVEN COLLECTION-PRNT & E	13.91	2312	10/08/15
00530	09/18/15	BRODART CO BL BOOKS B4101956	210-45551.610 SUPPLIES	0.90	2312	10/08/15
00530	09/18/15	BRODART CO BL BOOKS B4101957	210-45551.641 JUVEN COLLECTION-PRNT & E	10.44	2312	10/08/15
00530	09/18/15	BRODART CO BL BOOKS B4101957	210-45551.610 SUPPLIES	0.90	2312	10/08/15
00530	09/18/15	BRODART CO BL BOOKS B4101958	210-45551.641 JUVEN COLLECTION-PRNT & E	193.38	2312	10/08/15
00530	09/18/15	BRODART CO BL BOOKS B4101958	210-45551.610 SUPPLIES	19.80	2312	10/08/15
00530	09/18/15	BRODART CO BF BOOKS - FRIENDS B4101959	210-49345.000 LIBRARY DONATION EXPENDIT	29.83	2312	10/08/15
00530	09/21/15	BRODART CO BL BOOKS B4103681	210-45551.641 JUVEN COLLECTION-PRNT & E	25.38	2312	10/08/15
00530	09/21/15	BRODART CO BL BOOKS B4103681	210-45551.610 SUPPLIES	1.80	2312	10/08/15
00530	09/21/15	BRODART CO BL BOOKS B4103682	210-45551.640 ADULT COLLECTION-PRINT &	14.84	2312	10/08/15
00530	09/21/15	BRODART CO BL BOOKS B4103682	210-45551.610 SUPPLIES	0.90	2312	10/08/15
00530	09/21/15	BRODART CO BL BOOKS B4103683	210-45551.640 ADULT COLLECTION-PRINT &	14.84	2312	10/08/15
00530	09/21/15	BRODART CO BL BOOKS B4103683	210-45551.610 SUPPLIES	0.90	2312	10/08/15

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00530	09/21/15	BF BOOKS - FRIENDS B4103684	210-49345.000 LIBRARY DONATION EXPENDIT	40.90	2312	10/08/15
00530	09/21/15	BF BOOKS - FRIENDS B4103685	210-49345.000 LIBRARY DONATION EXPENDIT	32.57	2312	10/08/15
00530	09/21/15	BL BOOKS B4103758	210-45551.641 JUVEN COLLECTION-PRNT & E	74.44	2312	10/08/15
00530	09/21/15	BL BOOKS B4103758	210-45551.610 SUPPLIES	6.30	2312	10/08/15
00530	09/21/15	BL BOOKS B4103760	210-45551.641 JUVEN COLLECTION-PRNT & E	73.19	2312	10/08/15
00530	09/21/15	BL BOOKS B4103760	210-45551.610 SUPPLIES	6.30	2312	10/08/15
00530	09/22/15	BL BOOKS B4105257	210-45551.641 JUVEN COLLECTION-PRNT & E	4.20	2312	10/08/15
00530	09/22/15	BL BOOKS B4105257	210-45551.610 SUPPLIES	0.90	2312	10/08/15
00530	09/23/15	BF BOOKS - FRIENDS B4106478	210-49345.000 LIBRARY DONATION EXPENDIT	15.72	2312	10/08/15
00530	09/24/15	BL BOOKS B4107671	210-45551.641 JUVEN COLLECTION-PRNT & E	16.27	2312	10/08/15
00530	09/24/15	BL BOOKS B4107671	210-45551.610 SUPPLIES	0.90	2312	10/08/15
00530	09/24/15	BL BOOKS B4107672	210-45551.641 JUVEN COLLECTION-PRNT & E	118.79	2312	10/08/15
00530	09/24/15	BL BOOKS B4107672	210-45551.610 SUPPLIES	12.60	2312	10/08/15
00530	09/25/15	BF BOOKS B4108975	210-49345.000 LIBRARY DONATION EXPENDIT	28.16	2312	10/08/15
00530	09/29/15	BF BOOKS B4111906	210-49345.000 LIBRARY DONATION EXPENDIT	16.30	2312	10/08/15
00530	09/29/15	BL BOOKS B4111975	210-45551.640 ADULT COLLECTION-PRINT &	7.14	2312	10/08/15
00530	09/29/15	BL BOOKS B4111975	210-45551.610 SUPPLIES	0.90	2312	10/08/15
00530	09/29/15	BL BOOKS B4111976	210-45551.640 ADULT COLLECTION-PRINT &	14.83	2312	10/08/15
00530	09/29/15	BL BOOKS B4111976	210-45551.610 SUPPLIES	0.90	2312	10/08/15
00530	09/30/15	BL BOOKS B4113398	210-45551.640 ADULT COLLECTION-PRINT &	124.99	2312	10/08/15
16030	09/15/15	VF EXTERIOR LED LIGHTS 30633	210-42220.434 MAINT. BUILDINGS/GROUNDS	1150.00	2315	10/08/15
02035	09/27/15	DV PLAN COMMIS MTG NOTICE 0005574134	210-41970.530 COMMUNICATIONS	124.50	2319	10/08/15
04550	09/29/15	ST SUPPLIES 14406173604	210-43110.610 SUPPLIES	8.26	2320	10/08/15
04550	09/29/15	ST HYD HOSE 14406173623	210-43110.432 VEHICLE MAINTENANCE	40.29	2320	10/08/15
23170	09/30/15	VA VEHICLE FUEL SEPT CL168022	210-42220.626 GAS,GREASE AND OIL	342.15	2322	10/08/15

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23170	09/30/15	VA VEHICLE FUEL SEPT CL168022	210-43110.626 GAS, GREASE AND OIL	1209.56	2322	10/08/15
V10614	10/01/15	AD ADMIN FEE RC036081	210-41320.210 HEALTH INS & OTHER BENEFIT	30.00	2325	10/08/15
04940	09/12/15	ST TV & INTERNET 091215ST	210-43110.535 TELEPHONE SERVICES	155.58	2327	10/08/15
V10666	07/15/15	BL PROGRAM 071515D	210-45551.837 CHILDRENS PROGRAMS	124.45	2334	10/08/15
V10382	09/25/15	ST PAGER CLIPS 1318786944	210-43110.610 SUPPLIES	11.85	2335	10/08/15
V10576	10/05/15	AD SEPT WEB HOSTING 2066	210-41320.530 COMMUNICATIONS	99.00	2341	10/08/15
23580	09/21/15	VF PUMP TESTING 12015	210-42220.432 VEHICLE MAINTENANCE	915.00	2342	10/08/15
28790	10/02/15	VF EMS FORMS 100205	210-42220.615 EMS SUPPLIES	190.00	2346	10/08/15
V10584	09/17/15	VF FH CLOUD ANNUAL CONTRA 1193954	210-42220.570 MAINTENANCE OTHER	2167.00	2356	10/08/15
34895	10/01/15	ST TRASH 1111680	210-43110.565 RUBBISH REMOVAL	128.52	2365	10/08/15
34895	10/01/15	LH SEPT RUBBISH REMOVAL 1111681	210-41940.423 CONTRACT SERVICES	155.72	2365	10/08/15
34895	10/01/15	ST TRASH 1111682	210-43110.565 RUBBISH REMOVAL	415.77	2365	10/08/15
24785	09/28/15	VF FLOOR PADS 9852669390	210-42220.610 SUPPLIES	150.90	2369	10/08/15
37700	09/25/15	ST LIGHTS 981216362	210-43160.622 STREET LIGHTS - ELECTRICI	204.57	2370	10/08/15
07010	09/17/15	SA 8/18-9/17 SL 105 PRL 09151172600	210-43160.622 STREET LIGHTS - ELECTRICI	462.63	2371	10/08/15
07010	09/21/15	ST 8/20-9/21 SL PWR HS 09151322403	210-43160.622 STREET LIGHTS - ELECTRICI	75.80	2371	10/08/15
07010	09/14/15	VF 8/11-9/9 1 PEARL 09152126209	210-42220.622 ELECTRICAL SERVICE	1292.04	2371	10/08/15
07010	09/21/15	ST 8/19-9/16 TL PRK/SO 09152422400	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	83.21	2371	10/08/15
07010	09/14/15	BL ELECTRICITY 09156606206	210-45551.622 ELECTRICAL SERVICE	1451.89	2371	10/08/15
07010	09/21/15	ST 8/20-9/21 TL PRK/IRO 09157606205	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	43.46	2371	10/08/15
07010	09/21/15	ST 8/20-9/21 PRK ST CAM 09159072604	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	21.36	2371	10/08/15
07010	09/21/15	ST 8/20-9/21 PRK RED/SL 09159606203	210-43160.622 STREET LIGHTS - ELECTRICI	80.69	2371	10/08/15
11710	10/01/15	VF EAP SERVICE 100115D	210-42220.200 EMPLOYEE ASSISTANCE PROGR	216.00	2385	10/08/15
V1208	09/24/15	ST APP & STORAGE 092415D	210-43110.610 SUPPLIES	12.98	2389	10/08/15
V1208	09/16/15	ST CDL RVJ 100215D	210-43110.500 TRAINING, CONFERENCES, DU	75.00	2389	10/08/15

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05845	09/29/15	KME FIRE APPARATUS INC VF ANNUAL PUMP/CHASSIS SV NY26402	210-42220.432 VEHICLE MAINTENANCE	1473.01	2391	10/08/15
06095	09/25/15	LEISURE WORLD ST FOUNTAIN SUPPLIES 91520	210-43161.002 MEMORIAL PARK	21.98	2394	10/08/15
V9488	09/29/15	LEWIS SOFTWARE ASSOCIATES AD FILE 941'S ONLINE 6223	210-41320.610 SUPPLIES	15.90	2397	10/08/15
10110	09/25/15	MCGOVERN MECHANICAL CORP LH SEWER LINES IMP SR CTR 252	210-41940.434 MAINT. BUILDINGS/GROUNDS	2000.00	2403	10/08/15
12965	09/30/15	MCNAMARA-HILL SUSAN AD MILEAGE REIMBURSEMENT 093015D	210-41320.580 TRAVEL	97.75	2404	10/08/15
12965	09/30/15	MCNAMARA-HILL SUSAN AD MILEAGE REIMBURSEMENT 093015D	210-41320.500 TRAINING, CONFERENCES, DU	17.25	2404	10/08/15
14585	09/18/15	MUNICIPAL EMERGENCY SERVI VF SCBA SERVICE 00670409SNV	210-42220.570 MAINTENANCE OTHER	406.00	2407	10/08/15
14585	09/23/15	MUNICIPAL EMERGENCY SERVI VF SCBA SERVICE 00671893SNV	210-42220.570 MAINTENANCE OTHER	37.50	2407	10/08/15
24100	09/14/15	PERMA-LINE CORP.OF NEW EN ST SIGNS 152410	210-43110.617 SIGNS AND POSTS	220.45	2413	10/08/15
25140	07/21/15	PIKE INDUSTRIES, INC ST ASPHALT 814068	210-43120.610 PAVEMENT MAINTENANCE	367.83	2414	10/08/15
25140	09/15/15	PIKE INDUSTRIES, INC ST ASPHALT 829525	210-43120.610 PAVEMENT MAINTENANCE	1388.22	2414	10/08/15
25140	09/18/15	PIKE INDUSTRIES, INC ST ASPHALT 830113	210-43120.610 PAVEMENT MAINTENANCE	1967.44	2414	10/08/15
25140	09/22/15	PIKE INDUSTRIES, INC ST ASPHALT 831438	210-43120.610 PAVEMENT MAINTENANCE	1101.66	2414	10/08/15
25140	09/23/15	PIKE INDUSTRIES, INC ST ASPHALT 832032	210-43120.610 PAVEMENT MAINTENANCE	-245.22	2414	10/08/15
25140	09/25/15	PIKE INDUSTRIES, INC ST ASPHALT 833217	210-43120.610 PAVEMENT MAINTENANCE	1436.88	2414	10/08/15
26735	08/09/15	POSEIDON AIR SYSTEMS VF AIR COMPRESSOR ANNUAL 112172	210-42220.570 MAINTENANCE OTHER	595.00	2415	10/08/15
26385	10/05/15	PROFESSIONAL WRITING SERV AD/DV SEPT MINUTES 751EJ	210-41320.530 COMMUNICATIONS	220.00	2416	10/08/15
26385	10/05/15	PROFESSIONAL WRITING SERV AD/DV SEPT MINUTES 751EJ	210-41970.530 COMMUNICATIONS	220.00	2416	10/08/15
24325	09/22/15	RADIO NORTH GROUP INC VF RADIO MAINTENANCE 24135480	210-42220.443 RADIO MAINTENANCE	90.00	2417	10/08/15
37965	09/23/15	S.D. IRELAND CONCRETE ST CONCRETE 51349	210-43120.570 SIDEWALK AND CURB MAINTEN	216.00	2428	10/08/15
23855	09/16/15	SOUTHWORTH-MILTON, INC. VF AIR FILTER INV0427868	210-42220.432 VEHICLE MAINTENANCE	23.26	2435	10/08/15
23855	09/16/15	SOUTHWORTH-MILTON, INC. VF AIR FILTER INV0427891	210-42220.432 VEHICLE MAINTENANCE	22.05	2435	10/08/15
23855	09/16/15	SOUTHWORTH-MILTON, INC. VF AIR FILTER SCR0087334	210-42220.432 VEHICLE MAINTENANCE	-23.26	2435	10/08/15
40840	09/15/15	SOVERNET COMMUNICATIONS VF TELEPHONE SERVICE 3551771	210-42220.535 TELEPHONE SERVICES	101.25	2436	10/08/15
V25261	07/08/15	SWING PEEPERS BL CONCERT - TEDDY BR PIC 070815D	210-45551.837 CHILDRENS PROGRAMS	320.00	2440	10/08/15

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14800	09/23/15	TECH GROUP INC VF NETWORK SUPPORT 68575	210-42220.570 MAINTENANCE OTHER	50.00	2442	10/08/15
14800	09/30/15	TECH GROUP INC AD/VD SEPT MANAGED SVCS 68611	210-41320.340 COMPUTER EXPENSES	451.48	2442	10/08/15
14800	09/30/15	TECH GROUP INC AD/VD SEPT MANAGED SVCS 68611	210-41970.340 COMPUTER EXPENSES	212.52	2442	10/08/15
24260	09/18/15	UPSTART INC BL SUPPLIES 5692414	210-45551.610 SUPPLIES	75.07	2446	10/08/15
36130	09/18/15	VERIZON WIRELESS VA 9/19-10/18 CELL PHONES 9752461311	210-42220.535 TELEPHONE SERVICES	120.03	2447	10/08/15
36130	09/18/15	VERIZON WIRELESS VA 9/19-10/18 CELL PHONES 9752461311	210-41970.535 TELEPHONE SERVICES	40.01	2447	10/08/15
36130	09/19/15	VERIZON WIRELESS ST/VW IPADS/PHONES 9752532412	210-43110.535 TELEPHONE SERVICES	293.86	2449	10/08/15
22070	09/23/15	VILLAGE COPY & PRINT INC. AD/DV LTR HEAD & ENVELOPE 5720	210-41320.550 PRINTING AND ADVERTISING	182.91	2450	10/08/15
22070	09/23/15	VILLAGE COPY & PRINT INC. AD/DV LTR HEAD & ENVELOPE 5720	210-41970.550 PRINTING AND ADVERTISING	90.09	2450	10/08/15
V9968	09/16/15	VISION SERVICE PLAN- VA OCT VISION INS 10153002362	210-41320.210 HEALTH INS & OTHER BENEFIT	63.49	2451	10/08/15
V9968	09/16/15	VISION SERVICE PLAN- VA OCT VISION INS 10153002362	210-43110.210 HEALTH INS & OTHER BENEFIT	53.96	2451	10/08/15
V9968	09/16/15	VISION SERVICE PLAN- VA OCT VISION INS 10153002362	210-43151.210 HEALTH INS & OTHER BENEFIT	8.41	2451	10/08/15
V9968	09/16/15	VISION SERVICE PLAN- VA OCT VISION INS 10153002362	210-45551.210 HEALTH INS & OTHER BENEFIT	79.35	2451	10/08/15
V9968	09/16/15	VISION SERVICE PLAN- VA OCT VISION INS 10153002362	210-41970.210 HEALTH INS & OTHER BENEFIT	31.74	2451	10/08/15
V9968	09/16/15	VISION SERVICE PLAN- VA OCT VISION INS 10153002362	210-41335.210 HEALTH INS & OTHER BENEFIT	15.87	2451	10/08/15
29825	09/22/15	VT GAS SYSTEMS LH 8/18-9/18 GAS 0915178335	210-41940.623 HEATING/NATURAL GAS	64.86	2454	10/08/15
29825	09/22/15	VT GAS SYSTEMS BL HEATING 092215127704	210-45551.623 HEATING/NATURAL GAS	54.44	2454	10/08/15
29825	09/22/15	VT GAS SYSTEMS VF GAS SERVICE 092215178343	210-42220.623 HEATING/NATURAL GAS	47.58	2454	10/08/15
30210	09/24/15	VT LEAGUE OF CITIES & TOW AD TOWN FAIR REGIS 201516651	210-41320.500 TRAINING, CONFERENCES, DU	120.00	2457	10/08/15
07565	09/25/15	W B MASON CO INC BL SUPPLIES I28798218	210-45551.610 SUPPLIES	132.97	2460	10/08/15
07565	09/25/15	W B MASON CO INC VA SUPPLIES I28798707	210-41320.610 SUPPLIES	25.78	2460	10/08/15
07565	09/25/15	W B MASON CO INC VA SUPPLIES I28798707	210-41940.610 SUPPLIES	77.98	2460	10/08/15
07565	09/25/15	W B MASON CO INC VA SUPPLIES I28798707	210-41970.610 SUPPLIES	12.69	2460	10/08/15
07565	09/25/15	W B MASON CO INC BL SUPPLIES I28804525	210-45551.610 SUPPLIES	32.99	2460	10/08/15
V10238	09/24/15	WECHSLER/ DAVID M.// AD 9/1 NOISE MONITOR -CVE 310	210-15101.000 EXCHANGE - GENERAL	515.00	2462	10/08/15



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12:12 pm

Town of Essex Accounts Payable  
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For Check Acct 01(GENERAL FUND) All check #s 10/08/15 To 10/08/15 & Fund 2

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V2485	08/31/15	WESCO DISTRIBUTION, INC. VF BATTERIES 984313	210-42220.610 SUPPLIES	41.76	2463	10/08/15
V2485	08/31/15	WESCO DISTRIBUTION, INC. VF BATTERIES 985122	210-42220.610 SUPPLIES	35.04	2463	10/08/15
V10636	10/06/15	HEALTH EQUITY AD OCTOBER ADMIN FEE 100615D	210-41320.210 HEALTH INS & OTHER BENEFIT	3.45	9151008	10/08/15
16030	09/15/15	BROWN ELECTRIC VF STATION LIGHTING 30632	230-46801.012 FIRE HOUSE LED LIGHTING	15173.00	2315	10/08/15
03280	09/22/15	ENGINEERS CONSTRUCTION IN VR FYE16 PAVING 24750	230-46801.700 CAPITAL RES. PAVING	143116.65	2345	10/08/15
V10667	10/01/15	G & W RAILWAY VR ENG-MULTI USE PATH 10115D	230-46801.006 MULTI-USE PATH NORTH	3000.00	2364	10/08/15
12000	08/31/15	LAMOUREUX & DICKINSON INC VR AUG PEARL LNK DESIGN 41028	230-46801.007 PEARL ST. LINKING SIDEWAL	6378.32	2392	10/08/15
V10679	09/30/15	LISZT RESTORATION INC. VR LH EXT RESTORATION 50072	230-46801.010 LINCOLN HALL RESTORATIONS	20000.00	2398	10/08/15
25015	08/10/15	CAMP PRECAST INC VB/VW CONCRETE STRUCT MPL 30961	253-46801.002 MAIN ST. DRAINAGE-BRDG TO	8265.78	2321	10/08/15
25015	08/10/15	CAMP PRECAST INC VB/VW CONCRETE STRUCT MPL 30962	253-46801.002 MAIN ST. DRAINAGE-BRDG TO	2770.05	2321	10/08/15
V10731	10/06/15	DESROCHES CONSTRUCT SERV VD/VW MPL CULVERT/WTR LIN PAYREQ2	253-46801.004 MAPLE ST. CULVERT	223326.50	2337	10/08/15
25015	08/10/15	CAMP PRECAST INC VB/VW CONCRETE STRUCT MPL 30961	254-43330.004 MAPLE ST. CULVT/WTRLINE	6639.22	2321	10/08/15
25015	08/10/15	CAMP PRECAST INC VB/VW CONCRETE STRUCT MPL 30962	254-43330.004 MAPLE ST. CULVT/WTRLINE	2224.95	2321	10/08/15
23170	09/30/15	CHAMPLAIN OIL CO., INC. VA VEHICLE FUEL SEPT CL168022	254-43200.626 GAS,GREASE AND OIL	94.69	2322	10/08/15
V10731	10/06/15	DESROCHES CONSTRUCT SERV VD/VW MPL CULVERT/WTR LIN PAYREQ2	254-43330.004 MAPLE ST. CULVT/WTRLINE	70703.80	2337	10/08/15
18000	09/25/15	FERGUSON WATERWORKS #590 VW SUPPLIES 03888401	254-43200.610 SUPPLIES	175.35	2354	10/08/15
38760	09/22/15	TI-SALES INC SA/VW 2 INCH METER INV0055866	254-43330.002 METER REPLACEMENT PROGRAM	369.47	2443	10/08/15
V9968	09/16/15	VISION SERVICE PLAN- VA OCT VISION INS 10153002362	254-43200.210 HEALTH INS & OTHER BENEFIT	39.68	2451	10/08/15
V10609	06/26/15	2G CENERGY POWER SYSTEMS WW 2G FINAL PAYMENT 2667	255-20202.000 Accounts Payable -Capital	39182.07	2290	10/08/15
23170	09/30/15	CHAMPLAIN OIL CO., INC. VA VEHICLE FUEL SEPT CL168022	255-43200.626 GAS,GREASE AND OIL	172.48	2322	10/08/15
06870	09/15/15	ENDYNE INC WW 3RD QUARTER SLUDGE 183201	255-43200.577 CONTRACT LABORATORY SERVI	542.00	2344	10/08/15
06870	09/17/15	ENDYNE INC WW WEEKLY TKN 183499	255-43200.577 CONTRACT LABORATORY SERVI	25.00	2344	10/08/15
06870	09/17/15	ENDYNE INC WW EFF METALS 183500	255-43200.577 CONTRACT LABORATORY SERVI	63.00	2344	10/08/15
06870	09/25/15	ENDYNE INC WW WEEKLY TKN 184104	255-43200.577 CONTRACT LABORATORY SERVI	25.00	2344	10/08/15
38955	09/22/15	F W WEBB CO. WW ALUMINATE FEED 47830797	255-43200.570 MAINTENANCE OTHER	27.12	2350	10/08/15

10/09/15  
12:12 pm

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25920	09/22/15	FIRE PRO TEC INC WW ANNUAL EXTINGUISHR SVC 319165	255-43200.570 MAINTENANCE OTHER	645.80	2355	10/08/15
V2093	09/16/15	SLACK CHEMICAL COMPANY IN WW 50% CAUSTIC 313882	255-43200.619 CHEMICALS	6937.78	2434	10/08/15
36130	09/18/15	VERIZON WIRELESS VA 9/19-10/18 CELL PHONES 9752461311	255-43200.535 TELEPHONE SERVICES	182.38	2447	10/08/15
V9968	09/16/15	VISION SERVICE PLAN- VA OCT VISION INS 10153002362	255-43200.210 HEALTH INS & OTHER BENEFI	82.05	2451	10/08/15
23170	09/30/15	CHAMPLAIN OIL CO., INC. VA VEHICLE FUEL SEPT CL168022	256-43200.626 GAS,GREASE AND OIL	166.82	2322	10/08/15
07010	09/21/15	GREEN MOUNTAIN POWER CORP SA 8/20-9/21 PS CASCADE 09150172601	256-43200.622 ELECTRICAL SERVICE	64.38	2371	10/08/15
07010	09/21/15	GREEN MOUNTAIN POWER CORP SA 8/20-9/21 PS RIVER ST 09157822406	256-43200.622 ELECTRICAL SERVICE	75.95	2371	10/08/15
38760	09/22/15	TI-SALES INC SA/VW 2 INCH METER INV0055866	256-43330.002 METER REPLACEMENT PROGRAM	738.94	2443	10/08/15
V9968	09/16/15	VISION SERVICE PLAN- VA OCT VISION INS 10153002362	256-43200.210 HEALTH INS & OTHER BENEFI	22.22	2451	10/08/15
V0770	10/02/15	ESSEX JUNCTION SCHOOL DIS VI IMPACT FEE 44 KILN RD 100215D	275-22904.000 DUE TO EJ SCHOOL DIST	13995.00	2349	10/08/15
Report Total				594601.65		

**Patty Benoit**

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**Subject:** FW: Essex High School

**From:** Jeff Goodrich [mailto:jgoodrich@ccsuvt.org]  
**Sent:** Thursday, October 01, 2015 12:09 PM  
**To:** Patty Benoit  
**Subject:** Re: Essex High School

Patty,

Please accept this letter as a request to be placed on the Trustees Agenda for Oct. 13, 2015.

We (Essex High School) request that the noise ordinance for the Village of Essex Junction be waived on Friday October 16th for the purpose of a pre-game Fireworks display that will last approx. 90 seconds. The display will start at approximately 7:03 pm on that day.

Additionally last year we reinstated the tradition of having a homecoming bonfire. Last year we had members of the Essex Junction Fire department light and supervise the fire. We would request permission to hold this fire at Essex High School on Friday October 16th between the hours of 9 pm and 11 pm.

Thank you for considering this request.

Best,

Jeff Goodrich

Jefferson Goodrich

Academic Dean of Student Activities

Essex High School

2 Educational Drive

Essex Junction, VT 05452

(802) 857-7012

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