



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, FEBRUARY 24, 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
 - b. Presentation by Greg Morgan, Chair, Essex Economic Development Commission
 - c. Presentation by Rick Jones, Public Works Superintendent, and Jeff Kershner, Hamlin Consulting Engineers, about emergency water repair work on Maple Street
4. **OLD BUSINESS**
 - a. Approval of Letter of Support to VT Agency of Transportation for Train Station Upgrades
5. **NEW BUSINESS**
 - a. Adopt Annual Meeting Warning
 - b. Approval of Draft Trustees Report for 2014 Annual Report
 - c. Approval of Draft Newsletter for Annual Meeting
6. **VILLAGE MANAGER'S REPORT**
 - a. Annual Meeting Preparation
 - b. Trustees meeting schedule
7. **TRUSTEES' COMMENTS & CONCERNS/READING FILE**
 - a. Board Member Comments
 - b. Minutes from Other Boards/Committees:
 - Bike/Walk Advisory Committee 2/9/15
 - Tree Advisory Committee 2/17/15
 - c. VLCT Spring Selectboard Institute 3/21/15
 - d. Letter from James Jutras re: House Bill 58
 - e. Letter from James Jutras re: House Bill 54
 - f. Letter from James Jutras re: Senate Bill 46 and House Bill 29
 - g. Brownell Library Staff and Director's Report January 2015
 - h. Letter to Elaine Sopchak from Paula DeMichele 2/17/15
8. **CONSENT AGENDA**
 - a. Approve Minutes of Previous Meeting 2/10/15
 - b. Approve Warrants including check #10050916 through #10051003 totaling \$415,864.66
 - c. Approve 2015 Five Corners Farmers Market Agreement
9. **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.

February 9, 2015

**EDC Advisory #3: Formalizing Essex Economic Development Commission
Participation on the Essex Business Liaison group.**

At its January 12, 2015 meeting, the Essex Economic Development Commission (EDC) passed unanimously passed the following motion:

Send an EDC Advisory to the Selectboard recommending that one of the members of the Business Liaison Group be appointed from the membership of the Essex Economic Development Commission.

This motion was passed to ensure the sharing of information and perspective between the EDC and the Business Liaison Group (BLG). With this Advisory, the EDC requests that the Selectboard designate a slot on the BLG for an EDC representative.

Submitted by: Essex Economic Development Commission

Submitted to: Essex Town Selectboard

February 9, 2015

EDC Advisory #4: Letter of Support for Including Upgrades to Essex Junction Amtrak Station in VT Agency of Transportation 5-Year Plan

The Essex Economic Development Commission has proposed the following Goal as part of the 2016 Town Plan revision:

Support state and regional efforts to develop transportation links in and out of Essex, including upgrades to rail service, alternative transit systems, and regional multi-modal transportation options.

Purpose: To support transportation options for residents, business, and industry, including international connections to the Province of Quebec and to Montreal.

As part of identifying this goal, the EDC has discussed possible upgrades to the Amtrak Station in Essex Junction.

The Village has already pursued steps facilitate improvements to the station. Recently, a citizen group and Village staffed worked with a UVM team and local architects to develop a preliminary design for a renovated station. The same community partnership conceived of Multi-Use path linking the Station with Essex High School along the railroad tracks and Village staff has secured funding and negotiated access with the railroad. The Path will be constructed over the winter of 2015. And finally, the Village Trustees have approved a "scoping study" of station upgrades in collaboration with the Chittenden County Regional Planning Commission in hopes the project will be included in Agency of Transportation plans.

The EDC has learned that the Vermont House Transportation Committee is considering updates to the Vermont Agency of Transportation 5-Year Rail Plan and would welcome input from Essex and Essex Junction.

The EDC requests that the Town Selectboard and the Village Trustees each consider sending a letter in support of station upgrades. Also, on the advice of Robin Pierce, the Village Director of Community Development, the EDC asks that language related to creating a regional connection between Boston and the east coast main rail line be included in your letter.

The EDC provides the draft letter (below) as the type of communication that would alert the Vermont House Transportation Committee to the importance of this issue to our communities. Representative Russell is the designated recipient because he has self-identified as an active proponent of rail, a proponent of including the Essex Amtrak Station in the 5-Year Rail Plan, and participates in the work of the Vermont Rail Action Network (VRAN).

Note that this letter could be addressed to the Secretary of Transportation, with copies to Herb Russell. The EDC recommends sending the letter to Legislators as a PDF and as a hard copy, since legislators often exchange electronic communication.

Sample Draft Essex Town letter concerning Rail Station Upgrade:

Representative Herb Russell
Vermont Legislature
115 State Street
Montpelier, VT 05633-5301
(hrussell@leg.state.vt.us)

Dear Representative Russell:

The Town of Essex has identified upgrades to the Essex Amtrak Station as an important community development priority. Amtrak reports this station is the busiest in Vermont and ridership is on the rise. Yet the existing structure is woefully inadequate. The building itself is a square concrete structure with a tiny waiting room.

Upgrades to the station are also critical to the development of our community which is Vermont's second largest municipality. This small cinderblock structure is also home to the principal bus depot connecting Burlington and Essex, Vermont's two most populous communities, making this location a multi-modal transportation hub.

In anticipation of the return of *The Montrealer* which will connect Vermont to the metropolitan area that surrounds Montreal and its 6 million residents, and the eventual link of Burlington to Essex via passenger rail, the Essex Town Selectboard, ask your Committee to consider adding the Essex Amtrak Station to the Agency of Transportation's 5-Year Rail Plan for upgrades.

Essex also believes that the State of Vermont should advocate for the development of a regional connection to Boston and the east coast main rail line.

Representatives of Essex welcome the opportunity to share our views with the Vermont House and Senate Transportation Committees, the Vermont Rail Council, the Vermont Agency of Transportation, and any others interested in hearing from us about the importance of the Essex Amtrak Station and its contribution to the rail network in Vermont. We look forward to future collaboration.

Sincerely,

Max Levy
Chair, Selectboard
Town of Essex

Copy:

Essex Town Legislative Delegation (Rep. Robert Bancroft, Rep. Debbie Evans, Rep. Linda Myers)

Essex Junction Legislative Delegation (Rep. Paul Dame, Rep. Tim Jerman)

Susan Minter, Secretary, Vermont Agency of Transportation

Charlie Baker, Executive Director, Chittenden County Regional Planning Commission

Christopher Parker, Executive Director, Vermont Rail Action Council (VRAN)



Patrick Scheidel
Village Manager
pats@essexjunction.org

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

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

MEMORANDUM

TO: Village Trustees
FROM: Patrick Scheidel, Village Manager
DATE: February 19, 2015
SUBJECT: Maple Street Waterline Break

Issue

The issue is to inform the Trustees of measures being taken to repair a water leak in the Maple St. culvert location under the Emergency Clause in the Village of Essex Junction Purchasing Policy. This leak has the potential to be a threat to the health, welfare and property of the Village residents.

Discussion

Water began surfacing last week on Maple Street near the Maple Street Park. There are two water mains on Maple Street in this area, a 12" on the south side and a 10" waterline on the north side. As you may have noticed, repair work started last week. This work was an attempt to locate and repair the leaking waterline, which based on the observed level of leakage presents a public health and safety concern. The leak was initially thought to be from the 12" line based upon the location where the water was surfacing. Normally, waterlines are located approximately 6' below grade. The waterlines in this section of Maple Street are 12'-14' deep. Further complicating repair efforts, the excavation revealed multiple layers of old roadway surfaces and blocks of concrete and large rocks. Once the excavation was advanced to a significant depth, it appeared that the water was flowing under the old roadway structure and coming from the direction of the 10" waterline. At this point, given the complications presented, excavation work ceased so that a plan for locating the leak and a repair strategy could be formulated.

To this end, a leak detection company was on site this past Tuesday to pinpoint the probable leak location. Their efforts indicated that the 10" line is likely to be the source of the leak. With this information in hand, I met yesterday with Pat, Lauren, and Rick Hamlin and Jeff Kershner from the Village Engineer's office. We discussed the information collected to date and developed the following action plan:

1. Excavate to identify where the existing waterline is at a normal depth on either side of the leak site
2. Install additional isolation valves to minimize the number of users whose water use will be disrupted during the repair work
3. Excavate in the vicinity of the leak site to determine if a field repair can be made
4. If a field repair cannot be made due to the depth of the waterline or other complicating factors, a new waterline will be installed between the new isolation valves installed in step two above.
5. During this time we are working with CWD to monitor water quality at the Albert D. Lawton School
6. The public will be kept informed about impacts to both water service and the traffic flow on Maple Street
7. Every effort will be made to maintain pedestrian accommodations during the repair work

We will continue to keep you and the Village residents up to date with our efforts to repair this water leak.

Cost

The cost for this repair is estimated at about \$50,000 and payment will be out of the Water Fund if the leak can be found and fixed. If the waterline from isolation valve to isolation valve needs to be installed, the cost will increase by \$157,000 for a total of \$207,000.

Recommendation

This memo is informational only. The Village Manager, as allowed under the Emergency Clause of the Purchasing Policy, is authorized to approve all requests for emergency funds over \$10,000. The work has already commenced. If the waterline must be replaced, staff suggests a delay in the Railroad Ave. waterline replacement. Per the Village Engineer, the timing of the Railroad Ave. waterline project is not connected to either the Crescent Connector or the paving of the class 1 highways and so could be delayed to free up funds for this emergency work. If the Railroad Ave. waterline project needs to be delayed, staff will come back to the Trustees and ask for an amendment in the General Fund and Water Fund Capital Plans.



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

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

February 24, 2015

Representative Herb Russell
Vermont Legislature
115 State Street
Montpelier, VT 05633-5301

Dear Representative Russell:

The Village of Essex Junction has identified upgrades to the Essex Junction Amtrak Station as an important community development priority. Amtrak reports this station is the busiest in Vermont and ridership is on the rise. Yet the existing structure is woefully inadequate. The building itself is a square concrete structure with a tiny waiting room.

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In anticipation of the return of *The Montrealer*, which will connect Vermont to the metropolitan area that surrounds Montreal and its 6 million residents, and the eventual link of Burlington to Essex via passenger rail, the Essex Junction Trustees ask your Committee to consider adding the Essex Junction Amtrak Station to the Agency of Transportation's 5-Year Rail Plan for upgrades.

The Village of Essex Junction also believes that the State of Vermont should advocate for the development of a regional connection to Boston and the east coast main rail line.

Representatives of Essex Junction welcome the opportunity to share our views with the Vermont House and Senate Transportation Committees, the Vermont Rail Council, the Vermont Agency of Transportation, and any others interested in hearing from us about the importance of the Essex Junction Amtrak Station and its contribution to the rail network in Vermont. We look forward to future collaboration.

Sincerely,

George A. Tyler
President, Board of Trustees

cc: Essex Town Legislative Delegation (Rep. Robert Bancroft, Rep. Debbie Evans, Rep. Linda Myers)
Essex Junction Legislative Delegation (Rep. Paul Dame, Rep. Tim Jerman)
Susan Minter, Secretary, Vermont Agency of Transportation
Charlie Baker, Executive Director, Chittenden County Regional Planning Commission
Christopher Parker, Executive Director, Vermont Rail Action Council

WARNING
VILLAGE OF ESSEX JUNCTION ANNUAL MEETING
APRIL 1 & 14, 2015

The legal voters of the Village of Essex Junction are hereby notified and warned to meet at the Essex Community Educational Center on Educational Drive in the Village of Essex Junction on Wednesday, April 1, 2015 at 7:00 PM to act upon any of the following articles not involving voting by Australian ballot, said meeting to be adjourned to reconvene at the Essex Community Educational Center, on Tuesday, April 14, 2015 to vote for Village officers and transact any business involving voting by Australian ballot, said voting by Australian ballot to begin at 7:00 AM and close at 7:00 PM.

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

ARTICLE 2. Shall the voters approve an annual General Fund Budget in the amount of \$3,799,390 for fiscal year July 1, 2015 to June 30, 2016, \$2,564,285 of which is to be levied in taxes against the Village Grand List?

ARTICLE 3. Shall the voters approve the transfer of \$75,000 from the General Fund Balance to the Capital Reserve Fund for future capital projects?

ARTICLE 4. Shall the voters approve holding the 2016 Annual Meeting on Wednesday, April 6, 2016 to act upon any articles not involving voting by Australian ballot and to reconvene on Tuesday, April 12, 2016 to vote for the Village officers and transact any business involving voting by Australian ballot?

ARTICLE 5. To transact any other business that may lawfully come before the meeting?

BALLOT QUESTIONS

ARTICLE 6. To elect Village officers required by law including: Moderator (one year term); two Village Trustees (three year terms); one Library Trustee (five year term)?

Dated this 24th day of February, 2015

VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES

By: _____
George A. Tyler, President

Dan Kerin, Vice President

Lori Houghton, Trustee

Andrew Brown, Trustee

Elaine Sopchak, Trustee

ATTEST:

Susan McNamara-Hill, Village Clerk

STATE OF THE VILLAGE

By George Tyler, President of Essex Junction

On behalf of the Essex Junction Trustees

“The way to know life is to love many things.” Vincent Van Gogh

Let's put budgets and governance aside for a moment and talk about the real reason Essex Junction continues to be the most comfortable and livable community in Vermont. Each month, hundreds of our citizens provide the human energy that keeps the heart of our community beating by volunteering precious hours of their time to serve on Village commissions, committees, organizations, and working groups.

Citizens give their time to serve on our volunteer fire department which, at the cost of a reasonable stipend, provides comprehensive fire and rescue services at a fraction of the price of a paid full time department. We have planning commissioners who must grasp complex statutory and technical standards, and make tough decisions that are not always popular, but consistently reasonable and forward-thinking. We have Friends of the Brownell Library whose continued financial and organizational support has elevated our library to its position as one of the leading public cultural and information centers in the state. We have a Zoning Board, a Capital Projects Committee, a Bike-Walk Committee, a Tree Committee, and a Stormwater Policy Committee, all of which help us make intelligent decisions about infrastructure planning and growth. Popular events that strengthen community spirit such as the Memorial Day Parade, Block Party, Train Hop, and Five Corners Farmers Market all require many hours of planning and supervision by citizen volunteers working with Village staff. We have Heart & Soul of Essex helping us

DRAFT

define community values that should inform government policy, and the Essex Governance Group exploring ways to increase voter turnout.

From our vantage point as the elected governing board for the Village, it is a great joy to see so many of you willing to roll up your sleeves and tackle these jobs. We know each of you got involved because you want to give back to the community by doing something worthwhile and which you care about. You're not in it for praise, but we want to honor you nonetheless. Your commitment humbles us, energizes the Village staff, and provides an inspiration to all for a hopeful, positive world. Thank you!

A Transformative Year

IBM becomes GlobalFoundries. The iconic People's Bank becomes a multistory, commercial-residential building. The year 2014 brought many changes to our community, but perhaps none bigger than the commitment of the Village and Town governing boards to jointly enter a period where we actively explore shared municipal services.

Why tamper with the status quo relationship between the Village of Essex Junction and Town of Essex? Why not investigate the possibility of simply merging the two governments or completely separating them?

As the Village's elected leaders, one of our responsibilities is to anticipate, to the best of our abilities, challenges we must face in the coming years. One of the most predictable challenges is the rising cost of

municipal services. All Village taxpayers are also residents of Essex Town, the Essex Junction School District, and the Union 46 (Essex High School) District. Costs are increasing in all those municipal entities as well. We, along with the Essex Town Selectboard, believe we must do a better job reining in tax increases while providing the high quality municipal services our constituents expect and deserve. We believe that finding creative ways to share existing municipal services by rearranging administrative oversight is one of the most promising areas for achieving that goal while maintaining our traditional "Village-Town" identity. A thoughtful and highly detailed study undertaken by former Village and Town officials familiar with private sector merger and finance supports that belief. (See "Shared Services Report" on the Village of Essex Junction website.)

Members of the two boards also acknowledged that past efforts (of which there have been many) to completely merge or separate the Village and Town not only failed completely, but sowed seeds of misunderstanding and mistrust that have hindered community relations for years.

So far, this "third way" approach of sharing services without restructuring our charters has proved promising:

- The shared municipal manager model, which both boards put in place in May 2013, has greatly improved communication between the two governments and significantly lowered administrative costs in the Village with no additional cost to the Town.
- We combined all municipal and school taxes into one tax bill, which not only saved thousands of dollars in administrative costs but made paying our taxes a little easier.

- The Town's agreement to help pay for the Village's new fire truck (which serves both communities) has defrayed some of the cost for Village taxpayers while eliminating the need for the Town to purchase its own truck.
- Our current proposal to take a unified approach to stormwater policy and management will translate into significant savings for the Village with minimal additional expense to the Town. More importantly, it means the entire Essex community will be able to comply with new state and federally mandated stormwater management requirements more efficiently in the coming decades.

Shared Public Works

In 2015, we will also be seeking to enter a three-year trial period for a shared public works model. The departments will retain their separate identities and responsibilities, and the Trustees and Essex Junction staff will maintain oversight of the Village Public Works Department, including its budget. However, the cost of the Village public works budget will be integrated into the Town's general fund budget, which is funded by all Village and Town taxpayers. The net financial effect is that the cost of providing public works services in the Village and Town will now be shared equally throughout the Essex community, in contrast to the traditional arrangement of Village taxpayers funding part of the Town's costs while bearing 100% of the Village's costs.

After three years, both governments will evaluate the service delivery and cost efficacy of the arrangement and jointly decide whether to continue, modify, or cancel it.

Budget Impacts of Shared Services

Changes to the Village Budget - The proposed FY2016 Village General Fund budget of \$3,799,390 presented in this report represents a 7.4% increase over last year's budget. About 3% of the increase is due to contracted salary and operational increases, as seen in previous years. The remaining 4.4% represents the first payment on the \$3.3 million capital improvement bond voters approved last year.

However, the overall impact of these increases on Village taxpayers will be substantially reduced by combining the Village's public works budget with the Town's public works budget. The actual dollars to be collected from Village taxpayers into the Village budget will be \$2,564,285 which represents a -14.85% reduction from last year's budget, resulting in a -15.6% reduction in this year's tax rate. Those reductions will be offset somewhat for Village taxpayers by increases in their Essex Town taxes. The net effect for Village taxpayers will be about a \$63 increase in their combined Village/Town municipal taxes (for a median home value of \$280,000) representing about a +3.3% overall increase in their combined Village/Town municipal tax rate.

What This Means for Town Taxpayers - If the cost of providing public works services throughout the community is now redistributed equally among all Essex Junction and Essex Town taxpayers, does that mean Town taxpayers outside the Village will see a significant increase in their tax rate to offset the reduction in the Village tax rate? No. Town taxpayers who live outside the Village traditionally pay a highway tax that Village taxpayers don't pay. The highway tax funds a portion of the Town's road maintenance. Under the shared services proposal, the Essex Selectboard has reduced the highway tax

rate. The lost funds will be made up by an increase in the Town's general fund tax which is distributed equally throughout the Town and Village. The net effect of reducing the highway tax while increasing the general fund tax is that Town taxpayers outside the Village will see an overall increase in their municipal tax rate similar to their Village neighbors'. The Village Trustees and the Town Selectboard worked together to formulate a tax equity plan to redistribute the cost of providing public works services throughout the community that's fair to everyone. A "solution" that benefits one segment of the population by penalizing another is no solution at all.

A Heartfelt Goodbye

Another important transition that occurred in 2014 was the retirement of Library Director Penny Pillsbury, under whose thoughtful guidance and energetic leadership the Brownell became the second busiest municipal library in Vermont (topped only by Burlington's Fletcher Free Library), and certainly among the state's most innovative in terms of customer service and programming. Penny loved her library and the thousands of patrons who benefited from her passion and talent loved her back. We wish her all the best, and hope that in her retirement she finds great comfort in knowing that she contributed to the cultural and intellectual enlightenment of many, many people and that her good work will resonate for many years to come.

VILLAGE OF **DRAFT** ESSEX JUNCTION NEWS

"In the whole world, there is only one Essex Junction"

Issue No. 38

March 2015

Please Come to Annual Meeting

Essex Junction's general fund budget, which pays for municipal services such as road maintenance, fire department, and library, is decided by an "aye" or "nay" vote from the audience at the Village's Annual Meeting. Every vote counts.

This year the budget is designed to allow a three-year trial of shared services with Essex Town. The goal is to reduce municipal taxes throughout the Village and Town by equalizing costs for all taxpayers and making more efficient use of the dollars we spend. Local government in the Essex community is changing. Come to Annual Meeting if you've got questions, want to learn more, or have something to say about closer ties between the Village and Town.

We'll also be presenting ideas for a new Village center based on input from your Village neighbors and professional designers. With intelligent redevelopment our community center could be more pedestrian and business friendly, move traffic more efficiently, and provide a downtown that's more attractive and safe. Come find out how it works.

The free pre-Annual Meeting community supper begins at 6:00 p.m. in the Essex High School cafeteria.

Free childcare begins at 7:00 p.m.

Free rides for Seniors, call 878-6940.

Annual Meeting begins at 7:00 p.m. in the Essex High School auditorium.

State of the Village 2015

By George Tyler, Village President
On behalf of the Essex Junction Board of Trustees

Let's put budgets and governance aside for a moment and talk about the real reason Essex Junction continues to be the most comfortable and livable community in Vermont. Each month, hundreds of our citizens provide the human energy that keeps the heart of our community beating by volunteering precious hours of their time to serve on Village commissions, committees, organizations, and working groups.

Citizens give their time to serve on our volunteer fire department which, at the cost of a reasonable stipend, provides comprehensive fire and rescue

services at a fraction of the price of a paid full time department. We have planning commissioners who must grasp complex statutory and technical standards, and make tough decisions that are not always popular, but consistently reasonable and forward-thinking. We have Friends of the Brownell Library whose continued financial and organizational support has elevated our library to its position as one of the leading public cultural and information centers in the state. We have a Zoning Board, a Capital Projects Committee, a Bike-Walk Committee, a Tree Committee, and a Stormwater Policy Committee, all of which help us make intelligent decisions about infrastructure planning and growth. Popular events that strengthen community spirit such as the Memorial Day

Parade, Block Party, Train Hop, and Five Corners Farmers Market all require many hours of planning and supervision by citizen volunteers working with Village staff. We have Heart & Soul of Essex helping us define community values that should inform government policy, and the Essex Governance Group exploring ways to increase voter turnout.

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Join Front Porch Forum at www.frontporchforum.com. There are five neighborhoods in Essex Junction that have their own forums: Five Corners North, Five Corners South, Fairview Farms, Countryside and Essex West.

Water quality and stormwater info is available at smartwaterways.org and ccstreamteam.org.

VILLAGE OF ESSEX JUNCTION

2 Lincoln Street
Essex Junction, VT 05452-3154

PRST STD

US POSTAGE
PAID
Burlington, VT
05401
Permit #675

ECRWSS

POSTAL PATRON

IMPORTANT DATES FOR VILLAGE RESIDENTS

<u>March 16, 2015</u>	2 nd installment of property taxes due
<u>April 1, 2015</u>	Community Supper, 6 pm, Essex High School Cafeteria Annual Meeting , 7 pm, Essex High School Auditorium
<u>April 14, 2015</u>	Village Annual Meeting ballot voting 7 am-7 pm, EHS
<u>May 23, 2015</u>	Memorial Day Parade, 10 am
<u>May 29, 2015</u>	Five Corners Farmers Market opens
<u>June 1, 2015</u>	Water/sewer bills due
<u>July 4, 2015</u>	4 th of July Celebration with fireworks at Maple St. Park
<u>July 18, 2015</u>	14 th Annual Block Party, Railroad Avenue, 5-10 pm
<u>Aug. 31, 2015</u>	Water/sewer bills due
<u>Sept. 15, 2015</u>	First installment of property taxes due
<u>Nov. 30, 2015</u>	Water/sewer bills due

Community Supper Before Annual Meeting, April 1 at 6:00 PM

Join your friends and neighbors for the Community Supper on Wednesday, April 1, 2015 at 6 PM in the Essex High School cafeteria. The supper is free and dessert will be provided. The supper is followed by the Village Annual Meeting in the auditorium at 7 PM. **Free on-site child care is provided during the meeting.**

2014 Annual Report

The 2014 Village Annual Report will be available at the Annual Meeting or may be picked up at the Village office or the Brownell Library by March 20. It will be also online at www.essexjunction.org. The FYE 14 Audit Report is also available on the Village website or at the Village office.

*newsletter insert
with budget
summary*

**WARNING
VILLAGE OF ESSEX JUNCTION ANNUAL MEETING
APRIL 1 & 14, 2015**

The legal voters of the Village of Essex Junction are hereby notified and warned to meet at the Essex Community Educational Center on Educational Drive in the Village of Essex Junction on Wednesday, April 1, 2015 at 7:00 PM to act upon any of the following articles not involving voting by Australian ballot, said meeting to be adjourned to reconvene at the Essex Community Educational Center, on Tuesday, April 14, 2015 to vote for Village officers and transact any business involving voting by Australian ballot, said voting by Australian ballot to begin at 7:00 AM and close at 7:00 PM.

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

ARTICLE 2. Shall the voters approve an annual General Fund Budget in the amount of \$3,799,390 for fiscal year July 1, 2015 to June 30, 2016, \$2,564,285 of which is to be levied in taxes against the Village Grand List?

ARTICLE 3. Shall the voters approve the transfer of \$75,000 from the General Fund Balance to the Capital Reserve Fund for future capital projects?

ARTICLE 4. Shall the voters approve holding the 2016 Annual Meeting on Wednesday, April 6, 2016 to act upon any articles not involving voting by Australian ballot and to reconvene on Tuesday, April 12, 2016 to vote for the Village officers and transact any business involving voting by Australian ballot?

ARTICLE 5. To transact any other business that may lawfully come before the meeting?

BALLOT QUESTIONS

ARTICLE 6. To elect Village officers required by law including: Moderator (one year term); two Village Trustees (three year terms); one Library Trustee (five year term)?

Dated this 24th day of February, 2015

VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES

By: George A. Tyler, President
Dan Kerin, Vice President
Lori Houghton, Trustee
Andrew Brown, Trustee
Elaine Sopchak, Trustee

ATTEST:
Susan McNamara-Hill, Village Clerk



MEMORANDUM

TO: Village Trustees
FROM: Pat Scheidel, Municipal Manager
DATE: February 24, 2015
SUBJECT: Trustees Meeting Schedule

TRUSTEES MEETING SCHEDULE/EVENTS

March 10 at 6:30 – Regular Trustees Meeting

March 24 at 6:30 – Regular Trustees Meeting

- Annual Meeting with Prudential Committee

April 1 at 6:00 PM – Community Supper

April 1 at 7:00 PM – Annual Meeting

April 14, 7 AM to 7 PM – Australian Ballot Voting

April 14 at 6:30 – Regular Trustees Meeting

April 28 at 6:30 – Regular Trustees Meeting

May 12 at 6:30 – Regular Trustees Meeting

May 23 at 10 AM – Memorial Day Parade

May 26 at 6:30 – Regular Trustees Meeting

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
FEBRUARY 9, 2015**

MEMBERS PRESENT: Rick Hamlin, Phoebe Spencer, Jud Lawrie, Jeff Frolik, Eric Bowker, Raj Chawla

ADMINISTRATION: Darby Mayville, Community Relations/Economic Development Assistant

1. CALL TO ORDER

Rick called the meeting to order at 5:51 PM.

2. MINUTES REVIEW

MOTION BY JEFF, SECOND BY JUD TO ACCEPT JANUARY MINUTES. MOTION PASSED.

3. AGENDA ADDITIONS

Rick asked to include a discussion of an upcoming meeting on a proposed bike path along Route 15 to the agenda. All agreed.

4. FINAL REVIEW OF LEAGUE OF AMERICAN BICYCLISTS APPLICATION

Jud informed the committee that the application was submitted this weekend. Regardless of whether or not Essex Junction receives an award, he believes that this was an excellent learning experience for the entire committee. We will learn if Essex Junction has been selected for recognition in late June.

Rick informed the committee that the League of American Bicyclists is looking for local reviewers for our application. He will be forwarding a link to apply to all members of the committee so that they can share it with avid bicyclists in the community.

5. DEVELOPMENT OF CAPITAL PROJECTS LIST

In preparation for today's meeting, all committee members reviewed a list of potential projects in the Essex Town/Essex Junction Bike and Pedestrian Plan. Their individual top priorities are noted below:

- Eric
 1. Route/15/Upper Main St. (#1)
 2. River Rd. West (#16)

3. Circum Five Corners Route E (#51)
4. Parizo Street to Park (#43)
 - Phoebe
 1. Circum Five Corners Route E to West St. (#51)
 2. Pearl St. to Susie Wilson (#30)
 3. St. James Place Connector (#65)
 4. Circum Five Corners Route A (#47)
 - Rick
 1. Circum Five Corners Route E (#51)
 2. St. James Place Connector (#65)
 3. Forest Road to Briar Lane (#45)
 - Jeff
 1. Circum Five Corners Route B (#48)
 2. Circum Five Corners Route E (#51)
 3. Rosewood/ADL Path (#71). This was not included on the list developed for the Bike/Walk plan, but Jeff felt that it was an important priority project.
 - Raj
 1. Pearl St. to Susie Wilson (#30)
 2. Circum Five Corners Route A (#47)
 3. RFB Flashing Crosswalks (#72). This was not included on the list developed for the Bike/Walk plan, but Raj felt that it was an important priority project.
 - Jud
 1. Pearl St. to Susie Wilson (#30)
 2. Forest Road to Briar Lane (#45)
 3. Parizo Street to Park (#43)

Jud asked for clarification on what the Pearl Street to Susie Wilson (#30) project would entail. Rick said that this is a potential bike path that may be completed when the road is repaved in 2016. Bike lanes could be added as a part of the complete streets initiative.

Jud asked if there has been any progress on the idea of closing off a portion of Main Street to vehicles? Rick said that this will not be completed until the Crescent Connector is done. He thinks that this should not be added to our list until this project has been finished.

Jud said that the Forest Road to Briar Lane (#45) connection was already a gravel path. Therefore, its location should not be listed as TBD on the Bike/Walk document.

It was also noted that there is an existing gravel path connecting Pearl Street Park to an adjoining Essex Town neighborhood. This encompasses project #42 (Susie Wilson/Parizo/Pinecrest) and #43 (Parizo Street to Park). Raj said that it would be a big improvement if this path were paved and maintained during the winter.

Jud noted that he liked the idea of a path along the rail right-of-way in Essex Center (#59) but that he thought that it was more of a long-term project goal.

The committee decided on the following as their top goals:

1. 1. Circum Five Corners Route E (#51).
2. Some type of paved and maintained connection between the Essex Town neighborhoods near Pinecrest and Pearl Street Park.
3. Pearl St. to Susie Wilson (#30).
4. Forest Road to Briar Lane (#45). This was seen as an easy project to finish up, as the path just needs to be paved.
5. RFB Flashing Crosswalks (#72).
6. Some type of link through CVE.

Rick will bring this information to the Capital Committee, and report back to this committee.

6. FYE16 BUDGET DISCUSSIONS

This was tabled until the March meeting. Rick asked all committee members to come to the next meeting with specific ideas that need funding, as well as ideas for fun cycling events to be held in the summer.

7. ROUTE 15 MULTI-USE PATH PUBLIC MEETING

Rick informed the committee that there will be an informational meeting on this project at the end of the month. Preliminary plans will be available at this time.

8. PUBLIC INPUT

None.

9. NEXT MEETING & AGENDA

- Next Meeting: March 16th at 5:45 PM
- Agenda Items:
 1. TBD

10. ADJOURNMENT

MOTION BY JUD, SECOND BY PHOEBE TO ADJOURN THE MEETING. MEETING ADJOURNED AT 6:46 PM.

Respectfully submitted, Darby Mayville.

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

**VILLAGE OF ESSEX JUNCTION
TREE ADVISORY COMMITTEE
MINUTES OF MEETING
FEBRUARY 17, 2015**

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

ADMINISTRATION: Darby Mayville, Community Relations and Economic Development Assistant

OTHERS PRESENT: Mary Jo Engel

1. CALL TO ORDER

The meeting was called to order at 5:34 PM by Nick.

2. ADDITIONS OR AMENDMENTS TO AGENDA

Nick asked to include discussion on the upcoming landscaping at the new construction project at 4 Pearl Street to the agenda. All agreed.

He also mentioned that he recently attended a meeting of the Essex Conservation Committee and that they are interested in future collaboration.

3. MINUTES REVIEW

This was tabled until the March meeting.

4. 4 PEARL STREET

Warren said that he had been speaking to Greg Rabideau, who is the project developer. In order for the project to progress, a landscape plan must be developed. He said that Greg seems very willing to cooperate. Greg has hired Mike Lawrence, an Essex architect, to work on the landscaping for this project. Warren, Nick, Public Works Superintendent Rick Jones, and Development Director Robin Pierce met with the two men to discuss the project.

Some ideas include:

- Matching existing tree grates.
- Silva cells.
- Pervious pavers.
- Planting 6 trees on Park Street, and 6 along Pearl Street.

Warren mentioned that he recommended that the engineers talk to VTrans to ensure that any plantings are compatible with existing signage. He also noted that 2% of the total project cost must go to landscaping and hardscaping. It will be a focal point to the project.

Warren said that deeproot.com would be an excellent resource if the developer was interested in silva cells. He also added that he believe that any plantings at this property will be top notch.

Warren added that nothing is set in stone, and that there is time to tweak everything. Nick added that the trees coming down at this building were really a lightning rod for this project, and that the developers are very interested in planting trees and other vegetation to improve the appearance of this area.

Rich asked if there would be room for planting in the plaza area?

Warren said that this would mostly be hardscape, as it would be a small area.

Rich asked if there would be a caliper requirement for plantings?

Warren suggested 2.5-3 inch plantings.

Paula asked when the plan needed to be formally submitted?

Warren said that it will need to be submitted before the developer does any more work than just tear the building down.

Rich added that trees and vegetation were mentioned quite a bit the recent Design Five Corners workshop.

5. PLANTING PLAN

Nick mentioned that the committee had done a walk of the Village core last month. He is currently working on a spreadsheet to show optimal planting locations. He will work with Darby to send out letters to the owners of these properties to see if any of them are interested in having a tree planted on their property.

Rick said that he thought that Main Street was a good area to focus on. Nick informed that committee that there are thirteen identified locations for planting in this area.

6. PRUNING PLAN

Nothing to report.

7. ARBOR DAY UPDATE

Woody spoke to the principals at both ADL and Hiawatha, and both are interested in having their schools participate. ADL requested that they receive a red maple if possible, and said that it would be planted as a gift to the school from the 8th grade class.

Rich asked if the committee's budget would be paying for these trees?

Nick said that he was not sure, but that he did not think that it would be well-received for the Village to be paying for trees planted on school property.

Rich suggested seeing if it would be possible to get a tree donated from a local nursery. Warren suggested that there may be grant funds for the state Urban & Community Forestry program that could be used for this purpose.

Woody will work with the schools to find a date that works well with them.

8. TREE MANAGEMENT PLAN REVIEW

The following changes were made to the management plan:

- Definitions were added to the executive summary;
- The Vermont Tree Selection Guide was referenced instead of the Land Development Code;
- The links to both the Tree Advisory Committee website, and the Agency of Natural Resources Atlas tool will be added to the document.

Warren mentioned that the committee should think of developing an invasive plan at some point. Mary Jo said that it would be helpful for Public Works to have some training on the issue. Warren said that he had some informational posters that he could give to them. He also added that there are some neighborhoods in Essex Junction that are predominately ash trees, and that funds for treating emerald ash borer should be added into future budgets.

Paula asked if there was any chemical treatment that was effective against emerald ash borer?

Warren said that there was an injectable treatment that worked well, however it needs to be repeated ever three years. He noted that emerald ash borer is already in all of our surrounding states and provinces.

Darby said that she would make these edits, and send around the text version to the committee. Once she received their acceptance of the documents, she would add pictures and figures back in.

9. PUBLIC INPUT

None.

10. MEETING SCHEDULE

Next meeting

- March 17th at 5:30 PM

Agenda Items

- TBD

11. ADJOURNMENT

MOTION by WARREN, SECOND by RICH, to adjourn the meeting. VOTING: unanimous; motion carried. The meeting was adjourned at 7:06 PM.

Respectfully submitted,
Darby Mayville



89 Main Street, Suite 4
Montpelier, Vermont 05602

Directions to the Capitol Plaza:

Take Exit 8 off Interstate 89. Exit ramp will merge with Route 2. At second stop light, turn left onto Bailey Avenue. At intersection, turn right onto State Street. Vermont State House is on your left; Capitol Plaza Hotel is one-half block farther on the right.

Parking is available behind the Plaza, and parking permits will be emailed in advance.

SPRING SELECTBOARD INSTITUTE

Saturday, March 21, 2015

Capitol Plaza Hotel and Conference Center
Montpelier, Vermont

PRSR STD
U.S. POSTAGE PAID
MONTPELIER, VT
PERMIT NO. 358



**Board of Trustees
Essex Junction Village
2 Lincoln St
Essex Junction VT 05452-3154**

RECEIVED

FEB 05 2015

Village of Essex Junction

SPRING SELECTBOARD INSTITUTE – SATURDAY, MARCH 21, 2015

WHO SHOULD ATTEND AND WHY

Focused on the unique and varied roles and responsibilities of Vermont selectboards, the *Spring Selectboard Institute* provides indispensable training for newly elected members. More seasoned selectboard members as well as staff members who report to a selectboard will also benefit from attending. The program is highly interactive and designed to encourage learning from one another's experiences.

PRESENTATIONS AND SPEAKERS

Selectboard 101: Gwynn Zakov, Staff Attorney I, VLCT Municipal Assistance Center.

Finding the Law; Making the Law: Garrett Baxter, Senior Staff Attorney, VLCT Municipal Assistance Center.

Municipal Risk Management with VLCT's Self-Insurance Pools: Ken Canning, Director, VLCT Risk Management Services; David Sichel, Deputy Director, VLCT Risk Management Services.

Municipal Budget and Finance: Bill Hall, Senior Financial Consultant, VLCT Municipal Assistance Center.

Open Meeting Law Compliance: Sarah Jarvis, Staff Attorney II, VLCT Municipal Assistance Center.

EARLY BIRD RATE (PER PERSON):

\$60.00.....VLCT PACIF Members

\$90.00.....VLCT Members

\$160.00Non-Members

PLEASE REGISTER
BY MARCH 13.*
*EARLY BIRD DEADLINE

To see a detailed agenda and register online, visit vlct.org/eventscalendar and click on the workshop title.

Questions? Contact VLCT at 800-649-7915 or info@vlct.org.
* Please include an additional \$10.00 per person for registrations received after the early bird date above. For a full refund, please cancel in writing by the same deadline.

REGISTRATION BEGINS AT 8:30 A.M. THE WORKSHOP ENDS AT 3:45 P.M. A LIGHT BREAKFAST AND LUNCH ARE INCLUDED.



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

Patrick C. Scheidel
Municipal Manager

Town of Essex
81 Main Street
Essex Junction, VT 05452

February 11, 2015

Representative Bill Botzow
Chair, House Committee on Commerce and Economic Development

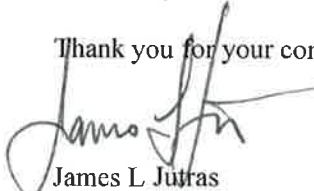
Subject: House Bill 58 – An Act Relating to the Public Utility Underground Facility Damage Prevention System

I am writing to voice strong opposition from Essex and Essex Junction regarding House Bill H.58 known to my peers as the “Dig Safe” Bill. Municipalities have a firm interest in protecting underground utilities. The issue noted for address in the bill seems to be one of communication and follow-up by other utilities. Within 19 VSA, chapter 11, section 1111, Protection of Highways, anyone working within the Town road right of way, including excavation, is already required to obtain a permit for the excavation from the affected Town. Towns utilize this permit request to identify any municipal utilities within the area of the proposed excavation. There is no need to duplicate existing law.

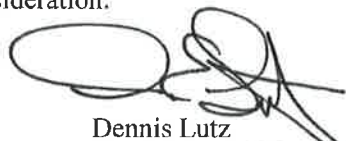
Duplication of effort without significant benefit is a serious concern to all municipalities. The cumulative effect of this bill will be substantial costs mandated to municipalities that are not fully recognized in the analysis. Municipalities do not need another unfunded mandate nor do we want an increased layer of regulation for something that is already being effectively regulated and managed. This is especially important this year where the Legislature is addressing a budget shortfall, significant costs increases to municipalities to benefit water quality in the Lake Champlain Basin (H.29 and H.35) as well as ANR fee adjustment recently added to H.35.

A simple approach may be to require the underground utility to specifically identify the municipal contact information as part of the Dig Safe Ticket issued. This effort would provide for one database to be maintained with contact information provided with centralized and accurate information provided as part of each excavation authorization. Cost would be minimal and errors corrected as part of the normal edit and update processes used but the underground locating central office. This will also eliminate confusion claimed by contractors and simplify the entire notification process for all.


Thank you for your consideration.



James L. Jutras
Water Quality Supt.
Village of Essex Jct



Dennis Lutz
Public Works Director
Town of Essex



Rick Jones
Public Works Supt.
Village of Essex Jct.

cc: Town of Essex Select Board
Village of Essex Junction Trustees
Jim Fay, General Manager Champlain Water District

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



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

February 11, 2015

Chairman David Deen
House Committee on Fish, Wildlife & Water Resources
Comments on House Bill 54 Agriculture; Water Quality; Manure Application

Chairman Dean

Thank you for the opportunity to testify and to comment further on pending Water Quality Legislation. This letter is in addition to testimony I presented earlier on H.35. These comments are for your consideration as H.35 and H.54 are reconciled as the legislative process proceeds.

Section 4962 CERTIFICATION OF CUSTON APPLICATORS I request consideration for the word "sludge" to be changed to Biosolids". Biosolids are the treated and regulated byproducts of the wastewater industry. These byproducts are permitted and highly regulated for management when treated in accord with state and federal regulations and determined to be safe for recycling these nutrients back to the environment as fertilizer. Additional regulation of the Biosolids application process is not necessary nor is it warranted. The land application of Biosolids is also strictly regulated for nutrient application, setback requirements and a host of other regulatory compliance requirements for the program to operate. Biosolids management by land application is integrated into farm nutrient management on Biosolids certified fields. Certified Biosolids already meet the intention of this section.

Section 4962 (d) Consider the rule for training and certification be applied in a tiered approach to all farms regardless of size or whether they own or rent fields. Organic fertilizer as well as any waste or nutrients can also be over-applied if not considered as part of this rule. One rule for all makes the knowledge base very broad and protects every watershed from the potential of over application of nutrients.

Thank you for your consideration.

A handwritten signature in blue ink that reads "James L. Jutras". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

James L. Jutras
Water Quality Superintendent
Village of Essex Junction

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



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

February 10, 2015

Senator Christopher Bray
Senate Committee on Natural Resources and Energy.
Representative David L Deen
House Committee on Fish, Wildlife & Natural Resources

S.46 and H.29 Quality Improvement Fund

Thank you for the opportunity to comment on this pending legislation for the Water Quality Improvement Fund. The Essex and Essex Junction community has actively participated in the Lake Champlain cleanup over decades. Our work has included centralized sewage treatment with phosphorus removal as well as early stormwater management through MS4 (Municipal Separate Storm Sewer System) permit compliance.

The availability of implementation or Capital Account funds of funds can be hampered if Administration costs for the program run high. This concern has been expressed by many MS4 communities over the past years. Please consider a percentage cap to the administrative costs allowed under these bills.

Sec 1. VSA 1263 € WATER QUALITY IMPROVEMENT FUND Our community supports the prioritization and disbursement of funds based on phosphorus and sediment reduction. The priorities presented in the bill are sound but must be flexible in the implementation in order to expedite improvement to Lake Champlain.

We firmly support funding that generates the largest reduction in Phosphorus per dollar invested in some metric that considers the biggest return on investment. Without careful prioritization of investment, EPA has promised to revisit existing NPDES permits where it is widely recognized that costs for additional Phosphorus removal is at a level of diminishing return. To clarify other eligibility criteria, please consider a change within section (c) Capital Account (2) (A) deleting "~~...municipalities with an established stormwater district, stormwater utility, or some other similar mechanism for the regulation of stormwater.~~" If the intent is to prioritize funds to the MS4 communities, please consider "~~...municipalities that operate under MS4 permit since 2013.~~"

Thank you in advance for your consideration of these comments.

Respectfully submitted,

James L. Jutras
Water Quality Superintendent

cc: Village of Essex Junction Board of Trustees
Patrick C. Scheidel, Municipal Manager

Staff and Director's Report January 2015

Report from the Interim Library Director

Programming

January and the much anticipated Salman Rushdie program finally arrived on 1/14! Staff was kept busy with a steady stream of phone calls and visits from people looking for tickets as the event got closer. Wendy H was in regular contact with Amy Cunningham at the Vermont Humanities Council to get information and answers to questions. Security was a significant concern after the attacks in France due to Rushdie's own experiences and the link to free speech relating to the events in France. Security at the event was increased as a result. **951 people attended the program at UVM, another 11 came to Brownell to watch the live streaming, and hundreds more streamed the talk from other locations.** Anyone interested can view or listen to the program in its entirety, and get access to interviews Rushdie conducted during his Vermont visit on the Vermont Humanities Council website: <http://www.vermonthumanities.org/salman-rushdie-in-burlington/>, also linked to on the Brownell Library website homepage.

Wendy H is happy to report that significant progress has been made in getting the First Wednesday footage from the 2013-2014 season closer to being available to the public thanks to the kindness of our community television station and Doug Dunbebin their community relations manager. After discovering the amount of footage loaded on the Macbook was preventing Wendy H from making the necessary upgrades due to lack of disc space, this was becoming a significant issue because it was preventing our newly trained volunteer Josh to begin editing this year's footage. **Doug offered to export the footage to free up the computer to allow the upgrades, and ultimately finished the editing which is a service they generally offer for hundreds of dollars a program.** Doug's incredible generosity has removed the bottleneck that has prevented Josh from starting work on this year's footage and 4 of the 5 filmed episodes from the 2013-2014 season will be available shortly through our website and on DVD. Doug had to discard the footage of one program due to the quality of the footage.

Wendy H met with Library Trustee Nina Curtiss on 1/29 to brainstorm ways to promote adult programming to a wider audience. Together they came up with some possibilities to pursue reaching more people. Nina has great fresh ideas and Wendy provided Nina with more details on some of the limitations the library encounters through various avenues currently used.

Wendy coordinated an oil pastel art class to be offered by occasional library assistant and local artist Carol Boucher for March. This will be offered on a Saturday to see if new faces will be drawn in having a non-weekday adult library program.

After months of staff discussion on the **declining interest in the First Friday piano program** which began the previous year when the piano was accepted as a donation, **it was decided to end the series due to poor attendance** and significant effort by staff for set up and break down, as well as the need for regular piano tuning. **More seasonal concert offerings will be considered for the future.**

Building

Wendy has signed on the company who installed the camera system to take over fire alarm monitoring and inspection. The previous vendor has not had a good working relationship with Brownell staff for years, and the **new vendor has proven to treat staff professionally and respectfully** with their work in the fall installing the security camera system. She met with Village Manager Pat Scheidel to ensure that the proper Village procedures were followed in changing the vendor.

Wendy H was alerted by youth staff that some parents had reported finger injuries due to the book drop pinching their fingers **if items were not deposited using the book drop handle to open the slot.** Volunteer **Wayne** looked at possible ways to prevent further finger pinching and **added a piece of weather stripping inside the book drop slot to offer some cushioning if fingers find their way in the book drop slot.**

The elevator passed its annual inspection on 1/20 with no violations which was excellent news as it has a history of misc. violations despite regular maintenance. The inspector gave Wendy H a tour of the elevator's inner workings which was both interesting and educational to learn its general operation and emergency features.

Wendy H was informed by Patty at the Village Office of a grant opportunity for recycling bins which was offered in conjunction with a new law effective in July requiring public spaces to have a recycling bin available next to every waste bin. With a short turnaround time to get a count of Brownell recycling bin needs to Patty, Susan and Mary assisted in determining what number of new bins the library will need to comply with this new law.

Other

Snacks have been for sale at the library for a number of years and the price has always been \$.25 for a small variety of snacks, and \$.50 for hot chocolate or coffee. Previously the snacks came exclusively from Costco and were not intended to provide the library income, just to offer something to hold patrons over if they were spending time at the library. Susan switched some supply ordering to WB Mason and noted they sold snacks and began ordering some snacks from them to avoid trips to Costco. Snack sales have been very strong and after seeing Susan placing orders so regularly, Wendy H inquired what the pricing was, and if we should be evaluating a price change after never having one. **Susan compared various snack pricing between WB Mason and Costco, and what we were currently paying per unit and found we were losing some money on certain snacks,** and gaining a small amount of income on others. **She arranged with volunteer Wayne to purchase some library snacks on trips to Costco, and will order others from WB Mason and this will ensure the library isn't losing money on snacks going ahead.** She is going to track what are the hottest sellers as some snacks still fall higher than \$.25/item. She also calculated coffee and hot chocolate pricing to determine if that needed to change since the library is no longer receiving coffee and cup donations from Green Mountain Coffee. **After discussing at a staff meeting, Youth staff provided input on what items they would prefer selling to keep food messes down. All this research has come back to keeping the snack and drink pricing the same for now with a slightly different selection of offerings.** Snack purchasing is very popular in the after school hours and staff hope to maintain a balance of offering affordable snacks for all patrons as it is something appreciated by both youth and adult library users.

Volunteer Bridget Meyer has kindly taken over organizing our monthly art displays in the Kolvoord Room this year to help document the process and help out while the library is short staffed. She asked previously about the frequency of the art displays and if a longer time would be considered and at that time staff decided monthly art

exhibits were ideal for the library. **Bridget asked again in January after being informed by an artist that they didn't want to bother with a display for a month because of the time it took to put up the display and take it down. Bringing in this new perspective from the artist allowed staff to reconsider and monthly displays will now be two month displays which makes the process less arduous to coordinate and gives the artist more exposure.**

In light of the Brownell Library Trustees and Foundation investigating how to move forward with the Essex Reporter digitization project per retired Brownell Library Director Penny Pillsbury's wishes, Wendy H. lined up a trial of an electronic database that offers the Essex Reporter to allow interested Trustees to evaluate an electronic version of the Reporter that already exists. The trial is good through the next Trustees meeting and Wendy let Penny know of this database if she has feedback to offer. The database includes articles back to 2009 and it text based, so has some limitations, as well as an annual subscription fee.

At the **January Chittenden County Librarians meeting on 1/16 in South Burlington, a staff member from the VT Department of Libraries in attendance announced to the group that the Department of Libraries would be getting a 24% cut in the next fiscal year from the state, and possibly losing federal funding as well if the state can't match their grant. This is resulting in a big reorganization of their department and will impact some services moving ahead, though it isn't clear what yet.** Many small libraries depend on the state library department for a number of things from advice to getting books on loan to keep their shelves more full. **One impact to Brownell will likely be losing LSTA grant funding for interlibrary loan which has been indicated a possible cut for years. This will also likely mean that any possibility of a state run delivery system is not going to be pursued.** In her role as Green Mountain Library Consortium Board President, Wendy H emailed State Librarian Marty Reid to offer assistance and feedback if there were opportunities from the Consortium Board as they re-organized and that offered was graciously acknowledged by Marty. The Green Mountain Library Consortium is a volunteer run non-profit organization that provides digital services made affordable through collective purchasing to 150 member libraries with projects including the Listen Up Vermont downloadable book service, the VOKAL Koha project and Mango online language learning.

Alison has regularly inquired at the Village Office about paying for background checks for teen volunteers as we did not know if anything was possibly being checked. The answer has continually been, "It's Village policy". **Wendy H asked Village Manager Pat Scheidel about this to find out if he knew the details behind the background checks. He pursued a more definitive answer through Rick Garey at the Essex Police Department.** After contacting the center that runs the checks, **Rick provided a conclusive answer that anyone over the age of 14 years can be charged as an adult for certain significant crimes.** Brownell spends funds each year on background checks for volunteers and it is reassuring to know that some information could possibly come back on teen volunteers and we happily continue to pay for these checks knowing they could provide important information.

Technology

Staff reported sound intermittently not working on 3 circulation computers which would be resolved with a computer restart. Sound is critical on the circulation computers because scanning items for check in and checkout is confirmed by hearing a "beep" from the software. These computers were still under warranty, but warranty claims required initial troubleshooting. **Wendy provided instructions on sound troubleshooting for staff to follow when**

The last week of the month, volunteer Maggie had 7 people that snuggled by the fire knitting and crocheting.

Alison oriented and trained a new volunteer named Cindy. She is planning on helping out with adult and some youth programming. She's very energetic and picked up the book for Dine & Discuss "Housewrights" by Art Corriveau on a Friday night and showed up the following Wednesday night to participate in the discussion and help break down the program.

ILL Statistics

fiscal year	Jan 14		Jan 15
InterLibrary Loan Sent	97	-9%	88
InterLibrary Loan Requested	37	73%	64
Holds	598	-41%	355

Youth News January 2015

Erna changed the displays for January.

Entrance: Ring in the New Year with a good book! A display with a clock, countdown, a bottle of champagne & snow people.

Circ Desk: Reading is Cool! with penguins reading.

PB Room: Slide to the Library... Pick out a book! With a kids on a sled.

The book displays are: Celebrate all things frozen; Arctic/Antarctic Books in the picture book room and Cheese and Cheesy Books for the youth non-fiction display

School Art on Display: Chinese Brush Painting from Lisa Foley's Summit Street Students

The **Magic... the Gathering** group gathered with 7 teens on both 1/2 and 1/30.

Mary & Wendy H met with **VT Reads: Haroun partners** on 1/6. Caitlin from Essex Free, Caitlin from ADL, Martine from EHS and Sandy & Lou Ann from Senior Ctr. attended. A bookmark will be created with all our community events. **Mary** sent minutes to all, and contacted Greg Sherrow from Vt. Folklife Ctr. to speak at the Senior Center in April. Caitlin Classen delivered copies of Haroun, to be processed soon. Some copies will go to the Senior Center for a Book Discussion in March.

Erna hosted **Red Clover Group for Homeschoolers** on 1/7. We read *The Mighty Lalouche* by Matthew Olshan and *Mr. Tiger Goes Wild* by Peter Brown. The students created a 3D accordion style picture with a tiger in the background and a jungle middle and foreground.

Mary hosted **DCF Booktalks for Homeschoolers** on 1/7. She reported on *Twerp* (Goldblatt), *The Adventures of a South Pole Pig* (Kurtz), *The Vine Basket* (LaValley) and *The Mouse with the Question Mark Tail* (Peck). Students updated their folders and shared their favorite books so far.

Mary K. launched the **GMBA Book Discussion** with 2 homeschoolers on 1/7. They enthusiastically chose two GMBA books to discuss for February.

Mary presented 4 **Story Times for Babies and Toddlers**, using these themes: Bears, Turtles and Frogs, Counting Books, and Snow. Many adults brave the cold mornings to bring their little ones, all bundled up, into the library for early learning with books and friends.

Mary and Erna presented 4 **Story Times for 3-5 Year-Olds**. Our themes (with Early Literacy Skills) were Space Travel (Shapes), Monkeys (Acting Out Stories), Elephants (Balancing Objects) and Pirates (Vocabulary). Kids are learning group dynamics & sharing.

Mary and Erna set up the new **Math Table with blocks**. We put geometry and shape books on the table and a chart with the names for 3 dimensional shapes.

Erna and 4 students explored different media at the **Crafternoon** session on 1/8. The students had fun drawing and looking at optical illusions.

At **MPH** on 1/9, **Mary K** met with 5 Middle Schoolers, who did a New Year's ice-breaker, wrote New Year's Resolutions Mad Lib style ("Every Saturday, I will clean up my enchiladas and put all my hedgehogs away") and played the Paper Game.

Volunteers Justin and Geoff are running the **Dungeons & Dragons** Group. Six teens played on the 9th and a small group of 3 teens came on the 23rd.

The **Family Movie: "Planes, Fire and Rescue"** drew an audience of 16 children and 9 adults. The people loved the movie and the popcorn and drinks, all set up by **Mary K**.

At the **Red Cross Babysitting Course** on 1/10, 11 girls & 1 boy spent all day learning baby-sitting practices with a very entertaining American Red Cross trainer. This free program normally costs up to \$100, so parents were pleased to have us offer it. There was a waiting list, which we referred to other libraries. We hope to offer it again next year.

At the **Star Wars Club** on 1/12, 25 excited kids and 12 adults enjoyed talking about Star Wars vehicles with **Volunteer Max Holzman**. Max showed an episode of "Star Wars: The Clone Wars." **Mary** served popcorn and lemonade.

Mary K supported two teens who wanted to do a **Puppetry Workshop for Tweens at the Teen Center**. Melissa and Sydney worked with her to plan a workshop on how to do basic puppetry skills. They finished a bullying dialog and performed it for their young friends. It was very well received.

Mary covered the preschool story time for **Erna**, who was at a **Red Clover Committee meeting** on 2/13. The committee announced the 10 Red Clover book nominees for the upcoming school year 2015-16.

Erna set up a new **Tutoring** program. After many inquiries and emails, she welcomed 4 **St. Michael's College** volunteers to work with students on **Wednesday afternoons**. They got a tour of the library and filled out paperwork. 2 students came to be tutored the first time and now 5 students are registered, some for multiple sessions. School nurses, teachers and counselors inquired about the program and thought it would be very valuable. We had 3 sessions in January.

Linda Costello presented **Stories for the Cold Winter** for 9 kids and 3 adults on 1/15. **Sheila Porter's Childcare** braved the cold sidewalks to come and be entertained!

Erna took two children with two parents in the Picture Book Room to teach them **knitting** with the looms. Proud children have come back this month to show her their finished hats!

Mary K invited former TAB member **Meredith Clark** to the **TAB meeting** on 1/16 to talk about the winning teen video she did two years ago promoting the summer reading program. TAB members asked lots of questions and brainstormed some creative ways to do their own video by the March deadline. Meredith, now a sophomore at Harvard, was very helpful.

Erna brought in an **Amaryllis** Bulb and over December and January we watched it grow. Students could measure the growth and write an observation. Science rules in our library!

Erna hosted **Chess Club** on Saturday 1/17 for 3 students, a young adult and a parent. 3 Teens came as volunteers.

Sage hosted **Manga Club** for 2 teens, herself included. They joined forces with the Chess Club.

Mary presented a program for 6 kids & 2 adults to celebrate **National Cheese Lovers' Day** (1/20). She provided tasting samples of 6 different Cabot Cheeses, read two books (*Anatole* and *A Big Cheese for the White House*) and cooked Grilled Cheese Sandwiches with each student's favorite. Vermont Cheddar rules!! **Teen Hayley Haggerty** assisted.

Mary K. and **Caitlin Classen**, librarian at ADL, launched the first co-hosted **DCF Book Club** on 1/21. The two participants who came enjoyed the snacks (bones and bloody fingers), discussed the book *Shadow and Bone*, and chose their next read after listening to four book talks.

1/22 **Calvin Burnett**, a teen, started **Axis and Allies: War at Sea**, a World War II game of strategy using battleships, air fleets, and submarines to decide the fate of the world.

3 children and 2 adults enjoyed the **Lego Fun** time on 1/22. **Adult Volunteer Judy Thatcher** joined the group. She comes on Thursday afternoons to engage with kids and help Youth Staff.

Five adults watched the **Teen Movie: If I Stay** on 1/23, set up by Erna. Teen volunteer, Sydney, notified and helped us when the movie skipped. It was quickly resolved.

EJRP Preschool visited with 13 children and 2 adults.

Mary attended a **Farm to School meeting** at Essex CHIPS on 1/27. She has been promised money to purchase sturdy tomato cages for the Library Garden.

Mary ordered **60 Playaway Audiobooks**, which are currently being processed. They were funded by grants from Rotary (\$500) and Heart & Soul (\$750), with matching funds from our materials budget. They will be shelved on the back side of our CD Audiobook Shelves.

Mary & Erna attended a **webinar on Baby Spaces**, which turned out to be more about providing self-led art experiences to children of all ages. They will include the ideas with Story Times, Erna's Crafternoons and our Summer Art Programs.

TAB members met on Saturday evening (1/31) with **Mary K.** and parent Penny Egan. Teens filmed their own video, "Unmasked," to promote the Summer Reading Program.

Mary & Susan met with **Elisa Ziglar, Friends Treasurer**, to better understand how billing works. **Susan, who handles Brownell bills**, was very helpful in explaining the process.

Mary ordered more posters and banners for our various Summer Reading Programs (kids, preschoolers, teens, adults). The free materials from DOL arrived at the end of the month.

Mary has started booking Summer Performers.

Mary arranged to have old Youth Computer Tables picked up by Habitat for Humanity.

January Youth Library Statistics:

New Youth Patrons: 15

Attendance at 32 Youth Programs: 7 Teens, 279 Kids, 140 Adults

Attendance at 15 Teen Programs: 71 Teens, 12 Kids, 6 Adults

**Kplvoord Room: 32 Youth Programs, 402 people attending Youth
Program Support: 26 Adult Hours, 14 Teen Hours**

Tech Services

Tech Services Assistant Nellie returned from medical leave in January and is slowly working on getting back to her regular hours. She is happy to be back, and made it back just in time for volunteer Betty to leave on a long warm winter destination vacation. Betty was instrumental in keeping things moving in the Tech Services Department in Nellie's absence. We hope she is having an excellent time, and it will be wonderful to have our regular Tech Services crew back to almost full steam on her return. Wendy H is very happy to have Nellie back and, while she tries to get cataloging done on occasion, having Nellie back on a regular basis and cataloging our long list of high demand magazines arrivals is a big relief.

Tax forms have started to arrive and Nellie received late updates from the IRS that instructions booklets will not be sent out in bulk this year due to an appropriations bill reducing IRS funding. We will be receiving 1040 forms and nothing from the state. **There are phone numbers people can call to request forms to be mailed** and Nellie has created handouts with this information. **Wendy H has cataloged some state and federal instruction booklets for anyone that wants to reference them.** Adult circ staff has been fielding a lot of calls asking about tax forms and has patiently provided the contact information for people to request their own copies. State booklets weren't sent out last year, so this is likely a new trend in cutting back on bulk tax form distribution as state and federal governments try to balance people needing paper, but also wanting to transition the population to electronic filing.

Materials Added in the Adult and Juvenile collections this month:

Adult materials added, January: 175

Youth materials added, January: 143

Magazine issues added, January: 130

Total catalogued collection size January: 76,866

Brownell Library Website monthly visitors:

Jan-2014	Visits 2205	Page Views	2744
Feb-2014	Visits 1924	Page Views	2337
Mar-2014	Visits 2194	Page Views	2754
April -2014	Visits 1646	Page Views	2540
May-2014	Visits 2272	Page Views	2793
June-2014	Visits 2652	Page Views	3276
July-2014	Visits 1856	Page Views	3772
Aug-2014	Visits 2623	Page Views	3484
Sep-2014	Visits 2691	Page Views	3502
Oct-2014	Visits 2744	Page Views	3446
Nov-2014	Visits 2412	Page Views	3082
Dec-2014	Visits 2454	Page Views	3123
Jan-2015	Visits 2712	Page Views	3442

RECEIVED
FEB 17 2015
Village of Essex Junction

17 Carmichael Street #1303
Essex Junction, VT 05452
February 17, 2015

Ms. Elaine Sobceck, Trustee
Village of Essex Junction
1 Lincoln Street
Essex Junction, VT 05452

Dear Elaine,

I attended the Design/Build workshop in the Village a few weeks ago. It was interesting, but left me with many unanswered questions. It also left me with many comments on trends in the Village over the past two years which there was no chance to air even the small groups. So in this letter, I'm laying out the major areas of concern I feel were not addressed. These issues all bear eventually on quality of life in the Village.

1. **A Pedestrian's View of the Village.** As context, until this past August when I moved to the Town, I lived in the Village on Iroquois Avenue for seven years in a Vermont HomeShare arrangement. In early 2013, I gave up my car because of prohibitive costs. So for two years, I walked nearly everywhere even in cold weather, except when the severest winter weather dictated my taking the Senior Van. My routes took me as far as Mac's, up Lincoln to Champlain Valley Physical Therapy, down 2A as far as Stevens Park and up Main Street to the Congregational Church – the Village core and then some. I still come into the Village on the Van and bus and walk to do errands.

Walking Conditions: I avoid 2A south of Five Corners unless I have no choice. The abominable traffic, especially from over-the-road tractor-trailer rigs as well as delivery trucks and cars, makes walking there nerve-wracking. Except on a windy day, the fumes are highly unpleasant – I can taste the exhaust in my mouth. **Nobody in his right mind is going to sit at a table on 2A on a weekday unless he wants to be deafened and choked. The fumes don't abate until after 6:30 p.m.**

Storm water drainage and flooding. I can say first hand that I was drenched more than once while walking in a storm event because of problems with water drainage. On the corner of Summit & Iroquois there is a drain sitting many inches ABOVE the curb trough where water flows in a storm. The rain water never reaches it, and continues around the corner, creating a river on Iroquois all the way down to the next lower sitting drain. There are other high sited drains like this on other streets. A pedestrian gets soaked feet just trying to cross through the river in the street. Their position contributes to storm water drainage problems in the Village.

In addition, while walking on 2A or Pearl Street in any kind of wet/slushy weather, a pedestrian is splashed because the drivers drive in the curb trough and will not slow down. I went home wet from the knees down many times because of this. **Heart & Soul of Essex people must never walk in wet weather, or they would stop talking about how "walkable" the Village is. Even in warm weather that is very wet, let alone the five months the sidewalks are covered in slush and ice, this Village is NOT walkable and the only people out are dog walkers who have no choice. Climate matters. In Vermont, for five months people DON'T walk because it's messy and unsafe.**

Sidewalk/road renovation on 2A. About five years ago, in the name of progress, the under story trees in front of the Lincoln Inn and the grass verge were removed. At the time I heard nothing but negative comments about this change, and I feel it was not needed and has made Five Corners more like a concrete desert than ever. One comment I received was "I've never seen so much concrete in such a small village." That side of 2A is now completely concrete with a few trees trapped in metal grates and no green landscaping at all except on the Inn property.

Note: I serve on the Tree Committee. Both the Tree Warden, Warren Spinner, and Nick Meyer have indicated those trees will live only 15 to 20 years because they were put in without correct subsoil structures. Such tree plantings are not allowed in Burlington because they waste both trees and money. Hopefully, the Village, working with the Tree Committee, will change this procedure in future, but the Village Planning Commission and the Trustees must support a different vision of the Urban Canopy.

Tree Committee and the Urban Canopy in the Village. This topic segues directly into one of my main problems with Julie Campoli and the Design/Build workshop. The comments I heard in the groups fell into two distinct types: those, as at my table, who wanted MORE green space and plantings and the ones who wanted more build-to-the-sidewalk and concrete over with LESS concern for green spaces. I view this as a serious division, not just in vision, but in values. No one addressed this division. It directly concerns two basic values – the desire for green space ingrained in Vermonters and our quality of life in the Village.

Bias in the Village Pictures as Shown

These pictures appeared to have been taken to show the Village areas at the greatest disadvantage – I made this comment in the online survey as well. The two huge omissions were 1) the trees/green space at the Chittenden Bank Site and 2) the green space around Rocky's. These two places, and to a lesser extent Loretta's green strip, are the last green places in the Village used by residents. The Chittenden site and Rocky's would both have merited a 3 or 4 in anyone's rating.

Green Space and Pocket Parks

The only true green spaces on 2A usable for sitting outside are in front of Loretta's and Rocky's. Why? Because they are spaces a) that escaped the concreting and noise Five Corners and b) they offer a substantial grass margin and trees which clean the air. Loretta's is now gone. Rocky's, right across the street, has the only green space left where people can gather in a semi-public setting to relax. It's almost a mini-park and is full of residents just relaxing, watching their kids enjoying a mini-playground area which Rocky put in. This is where Village residents spontaneously gather all summer. It's a de facto common, or if you prefer, a pocket park. It provides trees and shade along the side on Iroquois. Along with the last remnant of green space around Chittenden Bank, which in many people's minds *did* serve as a common, these are the places people enjoy and linger in near Five Corners. Anyone who has walked or driven by these areas in the summer has seen this. I assume Ms. Campoli has not.

The logical space for a pocket park in the Village is the frontage where the Kolvoord building was. Even a 20 – 30 foot deep space with green plantings and benches would make a difference. That would not interfere with an office building or parking garage behind it and would draw people to linger near those shops.

Pocket parks of green space for sitting and small gatherings were not addressed in the Design/Build workshop. I can't recall one picture that showed a pocket park or community garden which is used also as a park - there are many such in New York City, some of them used for community public theater. Wherever community gardens have been successfully established in NYC, developers have put up more apartments nearby and charged premium prices. New Yorkers want to see green space as much as Vermonters.

As context, let me give some alternate urban design projects I have seen myself: I have lived in Houston, Texas, Falls Church, VA and Baltimore, MD. When after 15 years there I left Houston in 1987, a private foundation had begun planting Southern Live Oaks, some in DOWNTOWN Houston on the tree lawns, and paying to keep them watered all year. They were also moving full size over story trees scheduled for cutting due to development to alternative city sites where the developers WANTED the trees. The Houston City government, though not involved directly, was and is highly supportive of this Live Oak project. Also, in the middle of the downtown, the City built a new park, complete with fountains, that took up a whole city block. The city of Houston gave up millions in air rents to build that park. What they gained was a public space where the Houston Festival is now held – a festival that brings in hundreds of thousands of dollars every year. Someone had a vision of what that park could do for the City and the City Council listened.

When in 1996 I left Falls Church, VA, a village of 10,000 residents about 10 minutes from D.C., and moved to Baltimore, the Village of Falls Church was carrying out a new beautification project: they were busy digging up large swaths of Village sidewalks - in a standard concrete desert "build-to-the-cement-sidewalks-and-curb" environment - and replacing them with large, rectangular, open soil planting areas which would contain understory trees as well as shrubs and flowers.

When I left Baltimore in 1999, where there still survived many elms on city tree lawns, the city and private residents were both replanting diseased elms with more over story trees. Baltimore, too, wants to keep its green urban canopy where it still exists. And even the downtown in the Inner Harbor developed by James Rouse has tree plantings.

And of course, though I have not seen it, there is the famous "Miracle Mile" in downtown Chicago - a mile of green plantings (including trees) in the middle of the city's widest through fare, as well as the green plantings around and in the downtown office buildings, and the roof gardens to take up storm water drainage. Chicago's downtown is breathtakingly beautiful because of its greenery. Chicago has addressed urban sprawl ay by greening its urban environment, not by adding more cement.

Where in the past 15 years has this "build-to-the-curb-and-concrete-over-green-space" and get rid of the plants and trees mentality come from? Four of the largest U.S. population areas that already have this type of building are trying to create MORE green space and less concrete, while the Village is considering destroying what little green space we have left.

I have to assume this trend in design has come from concerns about energy, but even more that sacred cow, increased density used in a misguided attempt to avoid more urban sprawl. One has to ask if this is not the new one-size-fits-all mentality in designers. One also has to question whether one-size-fits-all is what a village the size of Essex Junction in a state such as Vermont needs or wants.

When Ms. Campoli says the Village "could be so much more," of what is she speaking? More concrete? If the debacle over the Chittenden Bank site demonstrated nothing else to the Trustees and Planning Commission, it made clear that Village Residents want development that does not destroy what little green life we have left in the Village core. Vermonters value their green urban life as a focus for the community and want to keep it.

Village residents are not upset just over "aesthetics". They feel – justifiably – that they are being robbed of part of their essential Vermont heritage – and that is where the anger is coming from.

With respect and without personal animus toward Ms. Campoli, in my opinion we are taking the world of ONE urban planner who works in ONE school of design thought and assuming that her ideas are the desirable ones for the Village. Why are we always running to UVM first? Is it cheaper? Do the Trustees assume that because it's UVM, it's automatically better? Does someone have a personal tie to UVM? Or all of the above?

Have any of the Trustees spoken with the people at Smart Growth Vermont in Burlington? This a nonprofit with a 30 year track record of facilitating municipalities all over the state in deciding what kind of development and zoning they want to see. What about the Yester/Morrow design school? Was there any effort to solicit ideas or advice from Smart Growth or any other group, and if not, why not? Perhaps before this project goes any further toward a charette, professionals with alternative visions need to be consulted.

For many people in the Junction, the Grand List is not more important than our Vermont heritage of quality of life, which is what continues to draw people here and is the best thing we have to offer.

Design Suggestions for the Village Trustees to Consider

As a resident, I see some simple but important changes the Trustees and Planning Commission could make that would maintain the Village heritage. These subjects were not addressed in what I heard at the Design/Build session.

Re: Building Codes: Require the following:

- a) **Permeable Paving on all building sites.** Mr. Handy voluntarily put in such paving at the site next to Holy Family Cemetery. Since the Village has been placed in the M2 category by the EPA and given twelve years to get its storm water act up to standard to protect the lake, permeable paving should be part of an overall package required of all builder's in the Village to mitigate storm water drainage problems. Permeable paving adds at most a few thousand dollars to a million-dollar-plus building budget – pennies on the dollar.
- b) **Roof gardens.** Even the Burlington Airport has a roof garden to mitigate storm water drainage. There really is no reason not to require this for buildings with flat roofs. As well as absorbing storm water, it would obviate freeze/thaw problems with those roofs. And the freeze/thaw cycle is becoming more frequent because of global warming.
- c) **Rain gardens.** Tax incentives could be offered developers who install *both* roof gardens and rain gardens around buildings to mitigate storm water drainage. Such gardens would also serve to create pockets of green space in the Village.

Both these types of gardens would offer relief to the storm drainage system in the Village infrastructure. Mr. Milot's Five Corners building was required to redo its design for drainage under the building by Robin Pierce. This was laudable. At the same time, since the green lawns around the bank building are to be paved over, there are still going to be hundreds of gallons of extra drainage going into the Village line under Five Corners. No one was willing to say how much at the Planning Commission Meeting in December, 2013. A roof garden would have been a great help here.

Since the Village is under intense pressure from the EPA and is classed with both Burlington and South Burlington for mitigation needs, it only seems reasonable that if developers want large buildings with increased density, they should bear a major part of the cost by using these green construction techniques.

- d) **Xeriscapes.** Xeriscape is a term coined about twenty years ago by the owner of High County Gardens in Arizona – it is a landscape designed for full sun, using tough, drought tolerant plants that require a minimum of water and (most important) a minimum of maintenance. All of Mrs. Willey's plantings - the beautiful beds by the railroad on Main Street and the plantings around the Veterans' memorial - are xeriscapes. I assume we are now to lose the largest of those beds to the Crescent Connector – one more beautiful green space that will be paved over. Xeriscapes could be planted along the main roads in the Village where there is space – and on railroad avenue, a low maintenance, green alternative to more concrete desert.

At the Design/Build meeting, there was NO reference to, let alone a discussion of, the impact of large developments (e.g. a hotel) on the storm water drainage system or how it would be handled without increasing taxes. Drainage is a major element of any future planning in the Village, since violent storm incidents and flooding are increasing. Also omitted are the uses of green space elements to mitigate drainage.

And finally, one last piece: affordable housing in the Village must be addressed in this planning. I myself was looking at sleeping on friends' couches last July when I had to leave my HomeShare rental and could not find any other housing in the Village. I nearly became homeless. I now live in the Town. Unless the Village wants to be a Golden Ghetto like Charlotte, with no socio-economic mix, it must put in place a rule that requires affordable rental units to be built by developers. Burlington and South Burlington already have such a rule. This subject has not even been broached in planning discussions. If people cannot afford to live here, it doesn't much matter what is built.

Though this letter is critical of the process so far, I don't question the motives or good faith of the Village Trustees. At the same time, too many essential pieces have been omitted to date in the design discussions about density and this vision of paving over the Village to the curbs. Those pieces must be addressed in better fashion than the comments I have heard from Ms. Campoli. It is my suggestion that the Trustees need to widen the net of experts, specifically to those designers committed to green principles, with whom they are consulting before this process goes any further.

Sincerely,



Paula DeMichele
238-7002
somethinglikeastar@yahoo.com

Any questions, please call.

Sorry if I spelled your name wrong!

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
February 10, 2015**

BOARD OF TRUSTEES: George Tyler (Village President); Dan Kerin, Andrew Brown, Elaine Sopchak, Lori Houghton.
ADMINISTRATION: Pat Scheidel, Municipal Manager; Lauren Morrisseau, Assistant Manager & Finance Director; Robin Pierce, Development Director.
OTHERS PRESENT Carl Lisman, Jan Jacobs, Shirley Zundell, Chad Hewitt, Jeremy Spaulding, Diane Clemens, Glenn Rogers, Joan MacKenzie, Julie Cimonetti, Jennifer Ryan, Scott Maille, Howard Deal, Paul Royer, Jaime Kelly, MJ Engel, Jon Harris, Steve Eustis, John Trombley, Linda Scholan.

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

Additions to Presentations:

- Copy of the presentation on the FY2016 Essex Town budget
- Questions and answer sheets on storm water, 81 Main Street, consolidation of highway services, and the administrative services position
- Announcement of the pasta dinner and available childcare preceding town meeting in March
- 2014 Annual Report for the Town of Essex

Additions to Old Business:

- Title search results on Whitcomb Heights 57 acres of open space
- Email from Steve and Cathy Eustis, dated 2/4/15

Addition to Reading File:

- Copy of minutes from the Economic Development Committee meetings July 2014-January 2015

3. APPROVE AGENDA

MOTION by Dan Kerin, SECOND by Elaine Sopchak, to approve the agenda as amended. VOTING: unanimous (5-0); motion carried.

4. GUESTS, PRESENTATIONS, PUBLIC HEARINGS

1. Comments from Public on Items Not on Agenda

None.

2. Presentation of FY2014 Audit Report

Chad Hewitt, auditor with Sullivan, Powers & Co., reviewed the FY2014 village audit which was done using generally accepted accounting principles. The audit results for the

Village of Essex Junction is an “unqualified opinion” (best rating to be achieved) with no comments or recommendations regarding internal controls, procedures, and processes. Staff and management are commended for the excellent audit. Mr. Hewitt highlighted fund balances (General Fund ended the year with a surplus) and exhibits in the audit report, noting the footnotes in the report provide detail on the village’s assets and liabilities. Chad Hewitt stressed that the most informative part of the audit report is the MD&A (Management’s Discussion and Analysis) which reports in plain English what happened during the year.

Pat Scheidel asked about the baseline value of the waste water treatment plant for depreciation purposes. Mr. Hewitt said there is no set guideline; the value is management’s assessment.

George Tyler explained when there is a fund balance (surplus) the Trustees will use some of the money to lower taxes, but also must maintain approximately 10% of the budget amount as a buffer to avoid having to borrow money to continue daily operations until the first tax installment. Money is also put into the capital reserve fund for the backlog of capital projects.

3. Presentation on FY2016 Town Budget

Max Levy, Chairman of the Essex Selectboard, gave a presentation on the FY2016 town budget highlighting the following:

- Both the village and town have undertaken an effort to find efficiencies by sharing services. There is no hidden agenda or stealth effort of merger, just simply looking for “smart governance” by eliminating duplicate work.
- Services have been consolidated community-wide with police, senior bus, the unified municipal manager (the village saved \$65,000 last year with a shared manager), tax billing/collection, and storm water. Next steps are permitting and management of storm water via shared services.
- There is a three year trial run of shared highway services (excluding paving and vehicles) by the village and town. There will be no layoffs. Results will be reviewed after the three year trial period to determine next steps.
- A new position of Administrative Services Director is proposed to oversee the shared services and look for further efficiencies. The new position is cost neutral and will allow the municipal manager to focus on the goals and objectives of the entire community. The Administrative Services Director will report to the Municipal Manager. Human Resource, IT, Clerk/Treasurer, Assessor, and Finance will report to the Administrative Services Director.
- The proposed FY2016 town budget is \$12.59 million (increase of \$1.2 million over FY2015) and though this is a 10.5% increase there is less than a 2% increase in the net tax rate due to shared services. Breakdown of the 10.5% increase shows 2.7% increase (\$313,000) in normal operations including IT, Essex Rescue, salt, police facility, liability and workers compensation, and salaries, a .9% increase (\$97,000) in village storm water, and 6.9% increase (\$787,000) in village highway.

- The impact on an average house valued at \$280,000 assuming 1% growth in the grand list and using \$123,000 of fund balance to reduce taxes is \$187 increase in the town and \$162 decrease in the highway rate in the town for a net change of \$25, and \$177 decrease in the village for a net change of \$10.

George Tyler commented residents of the village are also members of the town. Villagers have been paying 100% of the village highway budget plus a portion of the town highway budget. Townspeople outside of the village have paid an additional tax into the town highway fund. Distribution of the village highway budget into the town budget spreads the money across the entire community. The benefit is tax equity for villagers and a reduction in the town highway tax for townspeople outside the village.

Elaine Sopchak pointed out the \$15 increase between the net change in taxes for the town (\$25) and the village (\$10) is for FY2016 only. Going forward the rate will be the same for all.

5. OLD BUSINESS

1. Whitcomb Heights II Open Space

George Tyler stated the Trustees value the environment, open space, trees, green space, making the village more walkable, and, in fact, have established various village committees charged with those objectives, but legal counsel, the Municipal Manager, the Community Development Director, and Public Works Director have all advised against the village taking ownership of the open space at Whitcomb Heights II. Stevens Park is an example of a parcel of land given to the village that at first was well used, but now is no longer being used or supported financially as envisioned so the park has gone fallow and become a problem area. The School District has installed parking area lights where their property is contiguous with the Stevens Park to increase safety for their staff. The Recreation Department finds the area difficult to deal with from a maintenance perspective and there are no programmed activities for the parcel. Staff has proposed that the village have a perpetual easement for the Open Space and the nature trail on the Whitcomb Heights II property. The easement language has been reviewed by legal counsel.

Robin Pierce, Community Development Director, further explained the easement deeds for the open space and nature trail through the PRD (planned residential development) which allow the property to be used as envisioned no matter who owns the land. The land will be open in perpetuity for all residents and the trail will remain a nature trail in its natural condition without improvement. Ownership will be through the Homeowners Association. If the Village owns the land the condominium property would be made nonconforming because there would not be enough land area to justify the number of units built. The open space must remain with the PRD and owned by the Homeowners Association. Language in the Land Development Code allows donation of land or having an Agreement for open space and a nature trail in perpetuity.

COMMENTS

Julie Cimonetti, Poplar Court, asked about public access if the property is owned by the Homeowners Association and liability for off leash dogs or people camping in the woods, for example. Robin Pierce confirmed there will be public access to the property and the police should be contacted for any problem situations.

Steve Eustis, Wilkinson Drive, suggested focusing on common goals and incorporating these into the conservation easement. Mr. Eustis volunteered to be involved in the endeavor. George Tyler noted the village may not be able to impose all that is wanted on the property owner. There will have to be negotiations. Mr. Eustis asked if the easement will allow public access for activities such as bird watching. Robin Pierce confirmed this.

Jeremy Spaulding, Greenwood Ave., asked who should be contacted if a tree from the open space or trail falls on a house or shed. George Tyler advised contacting the property owner which is the Homeowners Association.

Shirley Zundell, Cushing Drive, asked who is responsible for insurance coverage on the property, especially if there is public access. Robin Pierce said the Homeowners Association will have insurance coverage. Pat Scheidel added if the perpetual easement on the trail is accepted by the Trustees then the Village will hold title to anything on the trail.

Tom Weaver, South Street Associates, explained there are two Homeowners Associations for Whitcomb Heights, one for Cluster I and one for Cluster II. The open space of 57 acres is over 50% wetlands and cannot be used. There are three entities each with attorneys that need to come to agreement on the easements with the Village: The master homeowners association (which will be activated), Clusters I & II, and South Street Associates.

Jon Harris, South Street, pointed out the public access is to the nature trail and open area, not space around the condominiums. It was noted the trail runs from South Street to Cascade Street, but there is also a trail connection from South Street to West Street (the old Whitcomb Road). The trail to West Street already has an easement.

Following further discussion by the Trustees there was concurrence that the first step is for the Homeowners Associations to agree on the matter and then the Village can get involved. Tom Weaver announced all three Homeowners Associations are in agreement with the easements in principle, but the language in the easements should be reviewed before signing. Pat Scheidel reiterated staff is recommending the Village not take ownership of the land, but have easements and negotiate use. Dan Kerin commented the land is open to the public to walk unless posted. The easements will clarify the land is open in perpetuity. Whitcomb Farm is adjacent to the open space and through the tax stabilization agreement with the village signed in April 2011 people can be on the land away from the farm operation. The nature trail will be left as is, not maintained or repaired.

MOTION by Dan Kerin, SECOND by Lori Houghton, to not exercise the option to take ownership of the open space and trails on the Whitcomb Heights II property and to instruct the Municipal Manager and staff to negotiate the Open Space and Nature Trail Agreements to protect the homeowners at Whitcomb Heights II and ensure the open space and trails are available to all village residents in perpetuity. VOTING: unanimous (5-0); motion carried.

2. Adopt FY2016 Budgets and Capital Programs

George Tyler recognized the excellent job done by staff in handling the difficult challenges this budget year presented with the work with the town to consolidate services in areas.

MOTION by Lori Houghton, SECOND by Andrew Brown, to adopt the FY2016 budgets in the following amounts as noted in the memo from Lauren Morrisseau, dated 2/10/15:

- **General Fund** \$3,799,390
- **Water Fund** \$3,393,933
- **Waste Water Treatment Fund** \$1,834,060
- **Sanitation Fund** \$ 456,147
- **General Fund Capital Reserve** \$6,344,682
- **Rolling Stock Fund** \$ 196,165
- **Water Fund Capital Reserve** \$ 184,768
- **WWTF Capital Reserve** \$ 2,457
- **Sanitation Fund Capital Reserve** \$ 224,746
- **Estimated tax rate to support the General Fund Budget is \$.02388 (decrease of 15.5%).**
- **Utility rates to support the enterprise funds (water, waste water, sanitation) are estimated to increase 2.4%**

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

3. Transfer of Fund Balance to Capital Reserve FY2016

MOTION by Andrew Brown, SECOND by Elaine Sopchak, to approve an article on the annual meeting warning asking the voters to approve the transfer of \$75,000 from the fund balance in the General Fund to the Capital Reserve Fund as recommended by staff. VOTING: unanimous (5-0); motion carried.

6. NEW BUSINESS

1. Bid Policy Waiver for Work on Lincoln Hall Restoration Project

Pat Scheidel explained the request to waive the bid policy to allow sole sourcing of the work on Lincoln Hall to John Alden of Scott + Partners. John Alden has done much pro bono and volunteer work on public buildings in the village and has extensive experience and qualifications. Andrew Brown expressed concern about sole sourcing to a member of the Village Planning Commission and giving the impression of impropriety. Also, the member would have to recuse himself if the project is under review by the Planning Commission. Dan Kerin echoed the concern of giving the appearance of impropriety that cannot be overlooked.

MOTION by Elaine Sopchak, SECOND by Lori Houghton, to waive the purchasing policy and approve hiring Scott + Partners, Inc. to prepare the bid package for the Lincoln Hall restoration project. VOTING: 3 ayes, 2 nays (Andrew Brown, Dan Kerin); motion carried.

There was discussion of the purchasing policy being too restrictive (\$10,000 threshold) and allowing sole sourcing in certain circumstances or up to a specified dollar amount. Andrew Brown mentioned federal regulations that allow sole sourcing for projects up to \$25,000.

2. Approve Certificate of Highway Mileage

MOTION by George Tyler, SECOND by Elaine Sopchak, to approve the Certificate of Highway Mileage year ending February 10, 2015 for 35.259 miles of Class 1, Class 2, Class 3, and state highway in the village. VOTING: unanimous (5-0); motion carried.

The Trustees signed the document.

7. VILLAGE MANAGER'S REPORT

1. Meeting Schedule

- February 24, 2015 @ 6:30 – Regular Trustees Meeting
- March 10, 2015 @ 6:30 – Regular Trustees Meeting
- March 24, 2015 @ 6:30 – Regular Trustees Meeting
- April 14, 2015 @ 6:30 – Regular Trustees Meeting
- April 28, 2015 @ 6:30 – Regular Trustees Meeting
- May 12, 2015 @ 6:30 – Regular Trustees Meeting
- May 26, 2015 @ 6:30 – Regular Trustees Meeting

Special Meetings/Events:

- April 1, 2015 @ 6 PM – Village Community Supper
- April 1, 2015 @ 7 PM – Village Annual Meeting
- April 14, 2015 – Australian Ballot Voting
- May 23, 2015 @ 10 AM – Memorial Day Parade

2. Essex Town Meeting Format

There will be a community supper preceding town meeting and a table with the question & answer handouts on consolidated services and the budget (the tax increase for the town taxpayer is less than 2% assuming 1% growth in the grand list). Max Levy will do the presentation on the budget. Next steps will be looking at the planning and zoning boards in the village and town in terms of consolidating community development services.

8. TRUSTEES COMMENTS/CONCERNS & READING FILE

1. Board Member Comments

- The Trustees commented positively on the budget presentation by Max Levy. Dan Kerin suggested how the percentage change pertains to a property be explained in a simplified and easy to understand way for the taxpayer.

2. Reading File

- Minutes
 - Essex Economic Development Commission 1/12/15
 - Bike/Walk Advisory Committee 1/26/15
 - Block Party Committee 1/26/15
- Letter from Williston Town Manager re: Surplus Sewer Capacity
- Article in Vermont Biz Magazine re: Whitcomb Farm Solar Array
- Article in Vermont Digger re: Chairman of State Natural Resources Board
- Information re: Rapid Rate Flashing Beacons for Pedestrian Crosswalks

9. CONSENT AGENDA & READING FILE

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

1. Approve Minutes of Previous Meeting 1/27/15
2. Approve Warrants Check #10050827 to Check #10050915 totaling \$139,232.46.

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

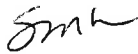
10. ADJOURNMENT

MOTION by Andrew Brown, **SECOND** by Dan Kerin, to adjourn the meeting.

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

The meeting was adjourned at 8:53 PM.

RScty: M.E.Riordan



Check Register Report

BL 2/24/15

Date: 02/20/2015

Time: 2:17 pm

Page: 1

Village of Essex Junction

BANK:

C N	ar	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks								
10050916		02/06/2015	Printed		0957	GMWEA	COURSE REGISTRATION-WWTF	450.00
10050917		02/10/2015	Printed		0503	CHAMPLAIN OIL COMPANY, INC.	VEHICLE FUEL-VARIOUS	3,459.41
10050918		02/13/2015	Printed		10669	VERMONT HUMAN RESOURCES	SEMINAR-ADM	15.00
10050919		02/24/2015	Printed		10508	ADVANCED DISPOSAL	GRIT REMOVAL-WWTF	190.83
10050920		02/24/2015	Printed		0025	ESSEX AGWAY	GLOVES-STREET	67.96
10050921		02/24/2015	Printed		10007	AIRGAS EAST	TORCH GAS-WWTF	26.28
10050922		02/24/2015	Printed		10290	ALDRICH + ELLIOT, PC	ENGINEERING-WWTF	3,716.95
10050923		02/24/2015	Printed		9975	AMERICAN ROCK SALT CO, LLC	BULK ICE CONTROL SALT-STREET	6,958.84
10050924		02/24/2015	Printed		0156	BAILEY SPRING & CHASSIS INC	SIDEWALK PLOW REPAIR-STREET	35.00
10050925		02/24/2015	Printed		10301	DAVID A. BARRA, PLC	SERVICES-ADMIN	3,778.50
10050926		02/24/2015	Printed		1655	BLUE CROSS BLUE SHIELD OF VT	INS PREMIUM-VARIOUS DEPT	31,180.14
10050928		02/24/2015	Printed		10249	BLUETARP FINANCIAL INC.	SUPPLIES-VARIOUS	333.92
10050930		02/24/2015	Printed		10600	BRODART #2	CIRC MATERIALS-LIBRARY	381.40
10050931		02/24/2015	Printed		0268	BRODART CO.	CIRCULATION MATERIALS-LIBRARY	482.67
10050933		02/24/2015	Printed		9941	BUSINESSCARD SERVICES	SEE ATTACHED SPREADSHEET	696.14
10050934		02/24/2015	Printed		0455	CANON SOLUTIONS AMERICA	SUPPLIES & COPIES-LIBRARY	209.03
10050935		02/24/2015	Printed		0457	CARGILL, INC SALT DIVISION	DEICER SALT-STREET	16,888.85
10050936		02/24/2015	Printed		9743	CARQUEST AUTO PARTS	SUPPLIES-VARIOUS	251.48
10050937		02/24/2015	Printed		10633	CCI SOLUTIONS	SUPPLIES-LIBRARY	112.80
10050938		02/24/2015	Printed		10635	CCSU CHILD NUTRITION PROGRAM	DESIGN 5 CRNRS WKSH-EC DEV	675.00
10050939		02/24/2015	Printed		0461	CENTRAL BEVERAGE	NEWSPAPERS-LIBRARY	321.50
10050940		02/24/2015	Printed		0490	CENTRAL VERMONT PROPERTIES	ROW LEASE-SANI	100.00
10050941		02/24/2015	Printed		0500	CHAMPLAIN WATER DISTRICT	WATER USAGE-WATER	269,471.75
10050942		02/24/2015	Printed		0525	CHITTENDEN SOLID WASTE DISTRIC	CSWD DIRECT FEES-WWTF	120.96
10050943		02/24/2015	Printed		10353	CIVES CORP	TRK PARTS-STREET	213.48
10050944		02/24/2015	Printed		10411	CLEAN WATERS, INC.	POLYMER DEWATERING-WWTF	783.00
10050945		02/24/2015	Printed		9788	COMCAST	CABLE-FIRE	13.59
10050946		02/24/2015	Printed		05898	CRYSTAL ROCK BOTTLED WATER	BOTTLED WATER-STR/LH	42.05
10050947		02/24/2015	Printed		0624	DEMCO, INC.	SUPPLIES-LIBRARY	341.41
10050948		02/24/2015	Printed		10657	MARY K. DENNISON	SUPPLIES REIMB-LIBRARY	7.78
10050949		02/24/2015	Printed		0653	PAUL DOUGLASS	KEYS REIMB-WWTF	19.02
10050950		02/24/2015	Printed		0700	EAST COAST PRINTERS	ASSORTED UNIFORMS-WWTF	1,495.50
10050951		02/24/2015	Printed		10576	ECOPIXEL LLC	WEB HOSTING-ADMIN	99.00
10050952		02/24/2015	Printed		0780	ESSEX EQUIPMENT SALES	SUPPLIES-STREET	101.00
10050953		02/24/2015	Printed		0770	ESSEX JUNCTION SCHOOL DISTRICT	FY15 PILOT & CU SCHOOL PORTION	846.68
10050954		02/24/2015	Printed		0795	TOWN OF ESSEX	MGR	9,696.45
10050955		02/24/2015	Printed		0795	TOWN OF ESSEX	CONTRACT&PILOT/CU-ADMIN TRANSFER CREDIT CARD PMT-WATER	360.00
10050956		02/24/2015	Printed		0798	HOWARD P. FAIRFIELD, LLC	INNER STRUT -STREET	269.10
10050957		02/24/2015	Printed		10707	FARONICS	COMPUTER MAINT AGREEMENT-LIBRA	100.00
10050958		02/24/2015	Printed		1935	FERGUSON WATERWORKS #590	PARTS-WATER	2,030.97
10050959		02/24/2015	Printed		08141	FIREHOUSE	SUBSCRIPTION RENEWAL-FIRE	49.95
10050960		02/24/2015	Printed		10452	FREE PRESS MEDIA	LIBRARY DIRECTOR AD-LIBRARY	574.00
10050961		02/24/2015	Printed		10226	G & K SERVICES	SUPPLIES-STREET	61.49
10050962		02/24/2015	Printed		0911	GIROUX BODY SHOP, INC.	PICKUP BED/BUMPER REFIT-WWTF	1,097.20
10050963		02/24/2015	Printed		9726	GOT THAT RENTAL SALES, INC	EQUIPMENT RENTAL-WATER	90.00
10050964		02/24/2015	Printed		24511	GRAINGER	SUPPLIES-WWTF	44.00
10050965		02/24/2015	Printed		0953	GREATER BURLINGTON INDUSTRIAL	FY15 CONTRIBUTION-EC DEV	500.00
10050966		02/24/2015	Printed		9347	GREEN MOUNTAIN ELECTRIC SUPPLY	SUPPLIES-LIBRARY	62.93

Check Register Report

BL 2/24/15

Date: 02/20/2015

Time: 2:17 pm

Page: 2

Village of Essex Junction

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
10050968	02/24/2015	Printed		0965	GREEN MOUNTAIN POWER CORP.	ELECTRICITY-VARIOUS	9,851.77
10050969	02/24/2015	Printed		10706	GULL ASSOCIATES INC.	LOGO TOP PENS-FIRE	309.00
10050970	02/24/2015	Printed		1010	HACH COMPANY	LDO CAPS-WWTF	420.89
10050971	02/24/2015	Printed		1035	DONALD L. HAMLIN	ENGINEERING -VARIOUS	3,055.00
10050972	02/24/2015	Printed		9769	KEMIRA WATER SOLUTIONS	SODIUM ALUMINATE-WWTF	9,217.27
10050973	02/24/2015	Printed		1292	LAMOUREUX, & DICKINSON	PEARL ST LINK, L&D INV #3	8,547.29
10050974	02/24/2015	Printed		1353	LIMOGE & SONS GARAGE DOORS INC	GARAGE DOOR REPAIR-STREET	681.39
10050975	02/24/2015	Printed		10646	LINCOLN FINANCIAL GROUP	INS PREMIUMS-ALL DEPTS	2,345.42
10050977	02/24/2015	Printed		10130	LOWE'S BUSINESS ACCOUNT	SUPPLIES-VARIOUS	816.14
10050978	02/24/2015	Printed		10693	MAGIC SALT OF VERMONT LLC	SPRAY APPLICATION-STREET	2,327.80
10050979	02/24/2015	Printed		10155	W.B. MASON CO. INC	OFFICE SUPPLIES-VARIOUS	235.72
10050980	02/24/2015	Printed		1000	SUSAN J. MCNAMARA-HILL	MILEAGE/PARKING REIMB-ADM	9.59
10050981	02/24/2015	Printed		10615	NATIONAL PEN COMPANY, LLC	PROMOTIONAL KEY CHAINS-FIRE	455.85
10050982	02/24/2015	Printed		97100	NEBRA	NEBRA RENEWAL-WWTF	800.00
10050983	02/24/2015	Printed		10573	NEEDHAM ELECTRICAL SUPPLY	EQUIPMENT-FIRE	20.54
10050984	02/24/2015	Printed		1592	NEIWPCC	PROPER SAMPLING TRAINING-WWTF	120.00
10050985	02/24/2015	Printed		1626	NEW ENGLAND AIR SYSTEMS	HS P. STA HEAT FAILURE-SANI	953.70
10050986	02/24/2015	Printed		1661	NORTH CENTRAL LABORATORIES	SUPPLIES PUMP REBUILD KIT-WWTF	630.27
10050987	02/24/2015	Printed		1780	EVERETT J. PRESCOTT, INC.	CLAMPS-WATER	199.48
10050988	02/24/2015	Printed		1836	PRINTING SYSTEMS INC.	WATER/SEWER BILLS-VARIOUS	924.20
10050989	02/24/2015	Printed		1955	REYNOLDS & SON, INC.	UNIFORMS-FIRE	113.53
10050990	02/24/2015	Printed		1956	RAY REYNOLDS WELDING	SERVICE-WATER	250.00
10050991	02/24/2015	Printed		2047	SCOTT + PARTNERS	BID PREP SERVICES-LH RESTORATN	620.00
10050992	02/24/2015	Printed		2115	SOUTHWORTH-MILTON, INC.	CONTROL FUSE/BATTERY-SANI	468.13
10050993	02/24/2015	Printed		21153	SOVERNET COMMUNICATIONS	PH/INTERNET-VARIOUS	555.63
10050994	02/24/2015	Printed		2124	STAPLES ADVANTAGE	SUPPLIES-LIBR/ECON DEV	187.15
10050995	02/24/2015	Printed		0545	THE TECH GROUP	MGMT SERV& SUPPORT-ADM/COM DEV	759.00
10050996	02/24/2015	Printed		2227	TI-SALES, INC.	SUPPLIES-WATER/SAN	934.44
10050997	02/24/2015	Printed		2330	UNIFIRST CORPORATION	OFFICE MATS-LH	46.00
10050998	02/24/2015	Printed		2327	UNION HIGH SCHOOL DIST.#46	ED CTR CAFE RENTAL-EC DEV	67.50
10050999	02/24/2015	Printed		1000206	VILLAGE OF ESSEX JCT.	WATER & SEWER-VARIOUS DEPTS	557.35
10051000	02/24/2015	Printed		10476	VMF FABRICATING AND MACHINING	CI MIXER MACHINE WORK-WWTF	240.00
10051001	02/24/2015	Printed		24851	DON WESTON EXCAVATING, INC	EXCAVAT & SNO REMOVAL-WTR/ST	10,132.00
10051002	02/24/2015	Printed		2505	DAVID WHITCOMB	GAS-WWTF	72.70
10051003	02/24/2015	Printed		10319	WILLISTON WORKWEAR	UNIFORMS-WWTF	116.90

Total Checks: 83	Checks Total (excluding void checks):	415,864.66
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Total Payments: 83	Bank Total (excluding void checks):	415,864.66
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Total Payments: 83	Grand Total (excluding void checks):	415,864.66
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REVENUE/EXPENDITURE REPORT
Bill List 2/24/15

Village of Essex Junction

For the Period: 7/1/2014 to 2/28/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 100 - GENERAL FUND							
Dept: 000.000							
Acct Class: 4000 Revenue							
401.000 PROPERTY TAXES-CURRENT	3,011,526.00	3,011,526.00	1,513,502.44	0.00	0.00	1,498,023.56	50.3
402.000 STATE FOR VT PILOT & CURRENT U	2,500.00	2,500.00	3,528.87	3,528.87	0.00	-1,028.87	141.2
403.000 PENALTIES/INTEREST DELINQ. TAX	8,000.00	8,000.00	382.95	0.00	0.00	7,617.05	4.8
410.000 LICENSE AND ZONING FEE	35,000.00	35,000.00	57,840.00	145.00	0.00	-22,840.00	165.3
411.010 SERVICE FEE - WATER	106,840.00	106,840.00	53,420.00	0.00	0.00	53,420.00	50.0
411.020 SERVICE FEE - WWTP	53,420.00	53,420.00	26,710.00	0.00	0.00	26,710.00	50.0
411.030 SERVICE FEE - SANITATION	106,840.00	106,840.00	53,420.00	0.00	0.00	53,420.00	50.0
420.010 STATE DISTRICT COURT FINES	2,000.00	2,000.00	544.50	0.00	0.00	1,455.50	27.2
420.020 STATE HIGHWAY AID	100,000.00	100,000.00	86,807.98	0.00	0.00	13,192.02	86.8
420.030 EJSJ TAX COLLECTION FEES	48,000.00	48,000.00	0.00	0.00	0.00	48,000.00	0.0
432.015 PARKING SPACE FEES	4,800.00	4,800.00	2,800.00	0.00	0.00	2,000.00	58.3
432.020 LINCOLN HALL RENTALS	1.00	1.00	0.00	0.00	0.00	1.00	0.0
432.030 MISCELLANEOUS FIRE RECEIPTS	10.00	10.00	10.00	0.00	0.00	0.00	100.0
432.051 BLOCK PARTY CONTRIBUTIONS	1,500.00	1,500.00	350.00	0.00	0.00	1,150.00	23.3
432.070 MISCELLANEOUS STREET RECEIPTS	3,000.00	3,000.00	2,698.30	0.00	0.00	301.70	89.9
432.080 MISCELLANEOUS LIBRARY RECEIPTS	500.00	500.00	455.00	62.00	0.00	45.00	91.0
434.010 ESSEX TOWN CONTRIB. TO LIBRARY	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.0
440.000 INTEREST EARNINGS	1,500.00	1,500.00	845.50	0.00	0.00	654.50	56.4
445.000 MISC. - UNCLASSIFIED RECEIPTS	2,000.00	2,000.00	662.21	51.93	0.00	1,337.79	33.1
Revenue	3,502,437.00	3,502,437.00	1,803,977.75	3,787.80	0.00	1,698,459.25	51.5
Acct Class: 4900 GRANTS & DONATIONS							
432.081 BROWNELL LIBRARY GRANTS	0.00	0.00	1,350.00	0.00	0.00	-1,350.00	0.0
432.083 DONATIONS TO LIBRARY	0.00	0.00	6,000.00	0.00	0.00	-6,000.00	0.0
441.028 MISC GRANTS	0.00	0.00	3,540.00	0.00	0.00	-3,540.00	0.0
441.036 CARING FOR CANOPY GRANT	0.00	0.00	4,250.00	0.00	0.00	-4,250.00	0.0
GRANTS & DONATIONS	0.00	0.00	15,140.00	0.00	0.00	-15,140.00	0.0
Acct Class: 5990 Non Operating Revenues							
410.150 Adult Replacement Receipts	0.00	0.00	2,305.38	385.69	0.00	-2,305.38	0.0
410.151 Juvenile Replacment Receipts	0.00	0.00	1,493.00	102.00	0.00	-1,493.00	0.0
Non Operating Revenues	0.00	0.00	3,798.38	487.69	0.00	-3,798.38	0.0
Dept: 000.000	3,502,437.00	3,502,437.00	1,822,916.13	4,275.49	0.00	1,679,520.87	52.0
Revenues	3,502,437.00	3,502,437.00	1,822,916.13	4,275.49	0.00	1,679,520.87	52.0
Expenditures							
Dept: 100.000 ADMINISTRATION							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	255,978.00	255,978.00	172,928.75	14,837.41	0.00	83,049.25	67.6
720.004 MANAGER CONTRACT	55,995.00	55,995.00	37,330.00	4,666.25	0.00	18,665.00	66.7
720.010 SALARIES OVERTIME	1,500.00	1,500.00	1,164.87	0.00	0.00	335.13	77.7
720.020 SALARIES PART TIME	15,057.00	15,057.00	6,671.78	851.68	0.00	8,385.22	44.3
720.022 SOCIAL SECURITY	21,109.00	21,109.00	13,765.69	1,201.89	0.00	7,343.31	65.2
720.024 UNEMPLOYMENT INSURANCE	1,067.00	1,067.00	574.12	218.50	0.00	492.88	53.8
720.026 WORKERS COMP INSURANCE	1,047.00	1,047.00	855.39	75.16	0.00	191.61	81.7
720.028 HEALTH INS & OTHER BENEFITS	72,355.00	72,355.00	46,710.57	5,235.61	0.00	25,644.43	64.6
720.030 RETIREMENT	25,598.00	25,598.00	16,480.48	1,464.24	0.00	9,117.52	64.4
720.032 LIABILITY & PROPERTY INS.	6,218.00	6,218.00	5,980.99	0.00	0.00	237.01	96.2
720.034 PUBLIC OFFICIALS LIABILITY INS	5,800.00	5,800.00	5,720.50	0.00	0.00	79.50	98.6
720.035 HEALTH IMPROV PROGRAMS	1,600.00	1,600.00	0.00	0.00	0.00	1,600.00	0.0
720.050 BOARD MEMBER FEES	2,500.00	2,500.00	1,250.00	0.00	0.00	1,250.00	50.0
723.000 SUPPLIES	6,700.00	6,700.00	2,416.27	44.50	0.00	4,283.73	36.1
723.010 POSTAGE	4,200.00	4,200.00	5,575.11	0.00	0.00	-1,375.11	132.7
723.035 COMPUTER EXPENSES	16,937.00	16,937.00	13,374.49	-1,095.17	0.00	3,562.51	79.0
724.000 TRAINING, CONFERENCES, DUES	10,384.00	10,384.00	8,154.71	24.59	0.00	2,229.29	78.5
725.000 TELEPHONE SERVICES	2,600.00	2,600.00	1,365.05	183.15	0.00	1,234.95	52.5
725.025 COMMUNICATIONS	13,806.00	13,806.00	7,410.52	518.95	0.00	6,395.48	53.7

REVENUE/EXPENDITURE REPORT
Bill List 2/24/15

Village of Essex Junction

For the Period: 7/1/2014 to 2/28/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 100 - GENERAL FUND							
Expenditures							
Dept: 100.000 ADMINISTRATION							
Acct Class: 7000 Operating Expenses							
745.020 LEASED SERVICES	4,800.00	4,800.00	3,262.47	167.64	0.00	1,537.53	68.0
745.031 LEGAL SERVICES	15,000.00	15,000.00	12,259.50	3,778.50	0.00	2,740.50	81.7
745.039 OTHER PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
745.041 AUDIT	5,433.00	5,433.00	5,507.04	0.00	0.00	-74.04	101.4
745.050 PRINTING AND ADVERTISING	5,800.00	5,800.00	2,693.63	350.90	0.00	3,106.37	46.4
745.055 PAY & CLASSIFICATION STUDY	200.00	200.00	0.00	0.00	0.00	200.00	0.0
745.057 ELECTIONS	1,600.00	1,600.00	0.00	0.00	0.00	1,600.00	0.0
747.000 HOLIDAY EXPENSE	1,500.00	1,500.00	1,114.73	0.00	0.00	385.27	74.3
749.000 TRUSTEES EXPENDITURES	4,000.00	4,000.00	1,451.43	55.29	0.00	2,548.57	36.3
755.023 CAPITAL OUTLAY	2,000.00	2,000.00	1,050.00	0.00	0.00	950.00	52.5
Operating Expenses	561,784.00	561,784.00	375,068.09	32,579.09	0.00	186,715.91	66.8
ADMINISTRATION	561,784.00	561,784.00	375,068.09	32,579.09	0.00	186,715.91	66.8
Dept: 175.000 MISC TRANSFERS & EXPENDITUES							
Acct Class: 7000 Operating Expenses							
750.021 ROLLING STOCK FUND CONTRIB	183,624.00	183,624.00	91,812.00	0.00	0.00	91,812.00	50.0
750.022 CAP RESRV FND CONT - BEG 1993	410,999.00	410,999.00	205,499.50	0.00	0.00	205,499.50	50.0
750.026 EMP TERM BENEFITS TRANSFER	5,000.00	5,000.00	2,500.00	0.00	0.00	2,500.00	50.0
750.027 HALF PENNY FOR LDR TRUCK NOTE	50,000.00	50,000.00	25,000.00	0.00	0.00	25,000.00	50.0
Operating Expenses	649,623.00	649,623.00	324,811.50	0.00	0.00	324,811.50	50.0
MISC TRANSFERS & EXPENDITUES	649,623.00	649,623.00	324,811.50	0.00	0.00	324,811.50	50.0
Dept: 200.000 LINCOLN HALL							
Acct Class: 7000 Operating Expenses							
720.000 LIABILITY & PROPERTY INS.	5,658.00	5,658.00	4,569.17	0.00	0.00	1,088.83	80.8
720.000 SUPPLIES	2,500.00	2,500.00	1,513.17	1.00	0.00	986.83	60.5
723.065 WATER AND SEWER CHARGE	1,500.00	1,500.00	503.82	0.00	0.00	996.18	33.6
726.000 ELECTRICAL SERVICE	7,500.00	7,500.00	3,663.51	0.00	0.00	3,836.49	48.8
727.000 HEATING/NATURAL GAS	6,000.00	6,000.00	2,830.65	0.00	0.00	3,169.35	47.2
728.000 MAINT. BUILDINGS/GROUNDS	7,500.00	7,500.00	8,458.97	92.00	0.00	-958.97	112.8
745.005 RUBBISH REMOVAL	1,838.00	1,838.00	1,080.00	140.00	0.00	758.00	58.8
745.014 CONTRACT SERVICES	9,021.00	9,021.00	5,071.95	0.00	0.00	3,949.05	56.2
755.023 CAPITAL OUTLAY	13,540.00	13,540.00	13,540.00	0.00	0.00	0.00	100.0
Operating Expenses	55,057.00	55,057.00	41,231.24	233.00	0.00	13,825.76	74.9
LINCOLN HALL	55,057.00	55,057.00	41,231.24	233.00	0.00	13,825.76	74.9
Dept: 300.000 FIRE DEPARTMENT							
Acct Class: 7000 Operating Expenses							
720.021 SALARIES - FIREFIGHTERS	138,000.00	138,000.00	78,315.05	0.00	0.00	59,684.95	56.8
720.022 SOCIAL SECURITY	10,590.00	10,590.00	5,990.98	0.00	0.00	4,599.02	56.6
720.026 WORKERS COMP INSURANCE	27,334.00	27,334.00	14,657.89	0.00	0.00	12,676.11	53.6
720.029 ACCIDENT & DISABILITY INS.	3,600.00	3,600.00	3,300.00	0.00	0.00	300.00	91.7
720.032 LIABILITY & PROPERTY INS.	7,301.00	7,301.00	6,291.04	0.00	0.00	1,009.96	86.2
723.000 SUPPLIES	2,400.00	2,400.00	2,057.14	217.49	0.00	342.86	85.7
723.016 EMS SUPPLIES	1,500.00	1,500.00	141.88	0.00	0.00	1,358.12	9.5
723.020 GAS,GREASE AND OIL	7,200.00	7,200.00	3,167.25	0.00	0.00	4,032.75	44.0
723.065 WATER AND SEWER CHARGE	900.00	900.00	394.76	0.00	0.00	505.24	43.9
724.000 TRAINING, CONFERENCES, DUES	5,000.00	5,000.00	501.38	49.95	0.00	4,498.62	10.0
725.000 TELEPHONE SERVICES	3,800.00	3,800.00	1,400.57	13.59	0.00	2,399.43	36.9
726.000 ELECTRICAL SERVICE	7,000.00	7,000.00	4,117.81	0.00	0.00	2,882.19	58.8
727.000 HEATING/NATURAL GAS	5,200.00	5,200.00	2,531.61	0.00	0.00	2,668.39	48.7
728.000 MAINT. BUILDINGS/GROUNDS	6,000.00	6,000.00	4,317.61	0.00	0.00	1,682.39	72.0
728.010 RADIO MAINTENANCE	2,000.00	2,000.00	967.00	0.00	0.00	1,033.00	48.4
728.020 MAINTENANCE OTHER	13,000.00	13,000.00	11,971.21	0.00	0.00	1,028.79	92.1
728.030 VEHICLE MAINTENANCE	9,000.00	9,000.00	13,758.52	0.00	0.00	-4,758.52	152.9
728.038 EMERGENCY GENERATOR MAINT	650.00	650.00	500.00	0.00	0.00	150.00	76.9

REVENUE/EXPENDITURE REPORT
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Village of Essex Junction

For the Period: 7/1/2014 to 2/28/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 100 - GENERAL FUND							
Expenditures							
Dept: 300.000 FIRE DEPARTMENT							
Acct Class: 7000 Operating Expenses							
729.000 UNIFORMS,BOOTS,ETC	19,200.00	19,200.00	15,756.04	0.00	0.00	3,443.96	82.1
729.052 FIRE PREVENTION	2,000.00	2,000.00	2,104.11	0.00	0.00	-104.11	105.2
743.051 PHYSICAL EXAMS	7,000.00	7,000.00	4,496.00	0.00	0.00	2,504.00	64.2
743.058 EMPLOYEE ASSISTANCE PROGRAM	900.00	900.00	648.00	0.00	0.00	252.00	72.0
755.022 NEW EQUIPMENT-RADIOS	4,000.00	4,000.00	3,254.00	0.00	0.00	746.00	81.4
755.025 ROUTINE EQUIPMENT PURCHASES	14,500.00	14,500.00	10,539.15	0.00	0.00	3,960.85	72.7
Operating Expenses	298,075.00	298,075.00	191,179.00	281.03	0.00	106,896.00	64.1
FIRE DEPARTMENT	298,075.00	298,075.00	191,179.00	281.03	0.00	106,896.00	64.1
Dept: 450.000 DEBT SERVICE							
Acct Class: 7150 DEBT SERVICE							
710.075 CAPITAL IMP - INTEREST	68,612.00	68,612.00	32,071.48	0.00	0.00	36,540.52	46.7
DEBT SERVICE	68,612.00	68,612.00	32,071.48	0.00	0.00	36,540.52	46.7
DEBT SERVICE	68,612.00	68,612.00	32,071.48	0.00	0.00	36,540.52	46.7
Dept: 500.000 SENIOR SUPPORT							
Acct Class: 7000 Operating Expenses							
725.000 TELEPHONE SERVICES	460.00	460.00	297.75	39.61	0.00	162.25	64.7
745.014 CONTRACT SERVICES	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	0.0
Operating Expenses	7,960.00	7,960.00	297.75	39.61	0.00	7,662.25	3.7
SENIOR SUPPORT	7,960.00	7,960.00	297.75	39.61	0.00	7,662.25	3.7
Dept: 700.000 STREET DEPARTMENT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	205,654.00	205,654.00	115,109.62	11,471.19	0.00	90,544.38	56.0
720.010 SALARIES OVERTIME	15,000.00	15,000.00	11,673.69	2,140.13	0.00	3,326.31	77.8
720.020 SALARIES PART TIME	11,907.00	11,907.00	10,347.08	473.83	0.00	1,559.92	86.9
720.022 SOCIAL SECURITY	17,819.00	17,819.00	10,165.41	1,042.42	0.00	7,653.59	57.0
720.024 UNEMPLOYMENT INSURANCE	1,169.00	1,169.00	539.70	191.28	0.00	629.30	46.2
720.026 WORKERS COMP INSURANCE	13,970.00	13,970.00	7,423.00	738.78	0.00	6,547.00	53.1
720.028 HEALTH INS & OTHER BENEFITS	76,515.00	76,515.00	34,826.26	3,838.45	0.00	41,688.74	45.5
720.030 RETIREMENT	20,565.00	20,565.00	11,353.36	1,182.04	0.00	9,211.64	55.2
720.032 LIABILITY & PROPERTY INS.	15,104.00	15,104.00	12,863.13	0.00	0.00	2,240.87	85.2
723.000 SUPPLIES	20,000.00	20,000.00	6,152.45	131.98	0.00	13,847.55	30.8
723.010 WINTER MAINTENANCE	75,000.00	75,000.00	104,289.33	21,215.64	0.00	-29,289.33	139.1
723.012 PAVEMENT MAINTENANCE	15,000.00	15,000.00	9,555.61	0.00	0.00	5,444.39	63.7
723.014 GRAVEL,TOPSOIL	4,000.00	4,000.00	1,383.40	0.00	0.00	2,616.60	34.6
723.015 SIGNS AND POSTS	4,000.00	4,000.00	1,548.36	0.00	0.00	2,451.64	38.7
723.020 GAS,GREASE AND OIL	26,000.00	26,000.00	15,973.88	116.65	0.00	10,026.12	61.4
723.065 WATER AND SEWER CHARGE	2,500.00	2,500.00	1,113.89	0.00	0.00	1,386.11	44.6
724.000 TRAINING, CONFERENCES, DUES	500.00	500.00	199.00	0.00	0.00	301.00	39.8
725.000 TELEPHONE SERVICES	2,000.00	2,000.00	1,062.36	0.00	0.00	937.64	53.1
726.000 ELECTRICAL SERVICE	4,000.00	4,000.00	2,015.29	471.88	0.00	1,984.71	50.4
726.035 STREET LIGHTS	127,000.00	127,000.00	74,581.95	8,394.56	0.00	52,418.05	58.7
726.037 TRAFFIC LIGHTS	6,000.00	6,000.00	3,193.76	53.55	0.00	2,806.24	53.2
727.000 HEATING/NATURAL GAS	4,000.00	4,000.00	1,418.79	0.00	0.00	2,581.21	35.5
728.000 MAINT. BUILDINGS/GROUNDS	2,500.00	2,500.00	2,264.78	681.39	0.00	235.22	90.6
728.010 RADIO MAINTENANCE	200.00	200.00	125.00	0.00	0.00	75.00	62.5
728.020 MAINTENANCE OTHER	1,000.00	1,000.00	1,161.65	0.00	0.00	-161.65	116.2
728.030 VEHICLE MAINTENANCE	20,000.00	20,000.00	15,870.06	584.19	0.00	4,129.94	79.4
728.033 STREETScape MAINT./IMP	16,000.00	16,000.00	3,626.47	0.00	0.00	12,373.53	22.7
728.036 VILLAGE GARDEN SPOTS	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
728.037 TRAFFIC/STREET LIGHT MAINT.	8,000.00	8,000.00	1,995.16	0.00	0.00	6,004.84	24.9
728.041 MEMORIAL PARK	3,000.00	3,000.00	788.00	0.00	0.00	2,212.00	26.3
728.043 STREET MARKINGS	7,000.00	7,000.00	8,045.50	0.00	0.00	-1,045.50	114.9
729.000 UNIFORMS,BOOTS,ETC	4,500.00	4,500.00	2,319.40	19.99	0.00	2,180.60	51.5

REVENUE/EXPENDITURE REPORT
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Village of Essex Junction

For the Period: 7/1/2014 to 2/28/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 100 - GENERAL FUND							
ditures							
Dept: 700.000 STREET DEPARTMENT							
Acct Class: 7000 Operating Expenses							
745.005 RUBBISH REMOVAL	6,200.00	6,200.00	2,768.18	522.34	0.00	3,431.82	44.6
745.014 CONTRACT SERVICES	0.00	0.00	17,562.00	7,487.00	0.00	-17,562.00	0.0
745.030 EQUIPMENT RENTALS	1,000.00	1,000.00	66.00	0.00	0.00	934.00	6.6
745.044 ENGINEERING SERVICES	15,000.00	15,000.00	4,831.45	0.00	0.00	10,168.55	32.2
755.011 TRAFFIC CALMING	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
755.023 CAPITAL OUTLAY	3,500.00	3,500.00	2,012.00	0.00	0.00	1,488.00	57.5
760.032 SIDEWALK AND CURB MAINTENANCE	3,000.00	3,000.00	7,827.73	0.00	0.00	-4,827.73	260.9
760.033 STORM SEWER MAINTENANCE	9,000.00	9,000.00	5,246.76	0.00	0.00	3,753.24	58.3
760.034 STORM SEWER PERMIT FEES	3,000.00	3,000.00	713.80	0.00	0.00	2,286.20	23.8
760.035 STORM SEWER PUBLIC EDUCATION	9,500.00	9,500.00	7,856.00	0.00	0.00	1,644.00	82.7
760.036 STREAM FLOW MONITORING	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
Operating Expenses	814,603.00	814,603.00	521,869.26	60,757.29	0.00	292,733.74	64.1
STREET DEPARTMENT							
814,603.00	814,603.00	521,869.26	60,757.29	0.00	292,733.74	64.1	
Dept: 800.000 BROWNELL LIBRARY							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	315,379.00	315,379.00	208,795.86	18,529.42	0.00	106,583.14	66.2
720.020 SALARIES PART TIME	89,219.00	89,219.00	56,519.81	5,254.46	0.00	32,699.19	63.3
720.022 SOCIAL SECURITY	31,089.00	31,089.00	19,692.25	1,761.86	0.00	11,396.75	63.3
720.024 UNEMPLOYMENT INSURANCE	2,390.00	2,390.00	1,293.12	327.13	0.00	1,096.88	54.1
720.026 WORKERS COMP INSURANCE	1,567.00	1,567.00	1,248.07	112.55	0.00	318.93	79.6
720.028 HEALTH INS & OTHER BENEFITS	103,020.00	103,020.00	67,318.97	7,398.65	0.00	35,701.03	65.3
720.030 RETIREMENT	31,537.00	31,537.00	20,056.64	1,790.88	0.00	11,480.36	63.6
720.032 LIABILITY & PROPERTY INS.	10,481.00	10,481.00	9,594.29	0.00	0.00	886.71	91.5
723.000 SUPPLIES	13,000.00	13,000.00	6,463.18	471.63	0.00	6,536.82	49.7
01 POSTAGE	3,500.00	3,500.00	1,687.98	0.00	0.00	1,812.02	48.2
723.055 COMPUTER EXPENSES	3,500.00	3,500.00	509.59	100.00	0.00	2,990.41	14.6
723.065 WATER AND SEWER CHARGE	1,000.00	1,000.00	529.97	0.00	0.00	470.03	53.0
724.000 TRAINING, CONFERENCES, DUES	4,000.00	4,000.00	489.40	25.00	0.00	3,510.60	12.2
725.000 TELEPHONE SERVICES	1,100.00	1,100.00	638.17	91.61	0.00	461.83	58.0
725.030 TECHNOLOGY ACCESS	5,500.00	5,500.00	4,398.98	39.95	0.00	1,101.02	80.0
726.000 ELECTRICAL SERVICE	14,500.00	14,500.00	7,823.84	0.00	0.00	6,676.16	54.0
727.000 HEATING/NATURAL GAS	7,400.00	7,400.00	3,083.69	0.00	0.00	4,316.31	41.7
728.000 MAINT. BUILDINGS/GROUNDS	14,500.00	14,500.00	16,912.58	0.00	0.00	-2,412.58	116.6
728.050 ALARM SYSTEM MAINTENANCE	500.00	500.00	221.25	0.00	0.00	278.75	44.3
735.000 INTERVIEW COSTS	2,000.00	2,000.00	1,738.00	270.00	0.00	262.00	86.9
745.014 CONTRACT SERVICES	23,225.00	23,225.00	13,642.64	0.00	0.00	9,582.36	58.7
745.021 ADULT PROGRAMS	300.00	300.00	65.11	0.00	0.00	234.89	21.7
745.022 CHILDRENS PROGRAMS	3,000.00	3,000.00	2,292.92	25.15	0.00	707.08	76.4
755.014 COMPUTER REPLACEMENT	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.0
755.020 ADULT COLLECTION-PRINT & ELECT	31,000.00	31,000.00	15,867.99	390.96	0.00	15,132.01	51.2
755.021 JUVEN COLLECTION-PRNT & ELECTR	15,500.00	15,500.00	11,052.38	387.45	0.00	4,447.62	71.3
Operating Expenses	736,207.00	736,207.00	471,936.68	36,976.70	0.00	264,270.32	64.1
BROWNELL LIBRARY							
736,207.00	736,207.00	471,936.68	36,976.70	0.00	264,270.32	64.1	
Dept: 900.000 COMMUNITY DEVELOPMENT DEPT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	129,612.00	129,612.00	84,012.67	7,424.40	0.00	45,599.33	64.8
720.010 SALARIES OVERTIME	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
720.022 SOCIAL SECURITY	10,390.00	10,390.00	6,552.86	574.11	0.00	3,837.14	63.1
720.024 UNEMPLOYMENT INSURANCE	432.00	432.00	245.75	103.67	0.00	186.25	56.9
720.026 WORKERS COMP INSURANCE	504.00	504.00	452.21	35.68	0.00	51.79	89.7
720.028 HEALTH INS & OTHER BENEFITS	36,177.00	36,177.00	21,914.27	2,376.75	0.00	14,262.73	60.6
30 RETIREMENT	12,961.00	12,961.00	8,389.86	742.44	0.00	4,571.14	64.7
720.032 LIABILITY & PROPERTY INS.	2,232.00	2,232.00	2,179.24	0.00	0.00	52.76	97.6
720.034 PUBLIC OFFICIALS LIABILITY INS	5,800.00	5,800.00	5,720.50	0.00	0.00	79.50	98.6
720.050 BOARD MEMBER FEES	3,600.00	3,600.00	1,500.00	0.00	0.00	2,100.00	41.7
723.000 SUPPLIES	2,800.00	2,800.00	1,693.51	26.57	0.00	1,106.49	60.5

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Fund: 100 - GENERAL FUND							
Expenditures							
Dept: 900.000 COMMUNITY DEVELOPMENT DEPT							
Acct Class: 7000 Operating Expenses							
723.001 POSTAGE	1,120.00	1,120.00	222.66	0.00	0.00	897.34	19.9
723.055 COMPUTER EXPENSES	4,000.00	4,000.00	3,448.86	1,755.17	0.00	551.14	86.2
724.000 TRAINING, CONFERENCES, DUES	4,500.00	4,500.00	1,511.22	0.00	0.00	2,988.78	33.6
725.000 TELEPHONE SERVICES	1,550.00	1,550.00	932.86	32.68	0.00	617.14	60.2
725.025 COMMUNICATIONS	2,500.00	2,500.00	363.00	0.00	0.00	2,137.00	14.5
728.030 VEHICLE MAINTENANCE	3,500.00	3,500.00	1,600.00	200.00	0.00	1,900.00	45.7
745.031 LEGAL SERVICES	14,000.00	14,000.00	2,904.00	0.00	0.00	11,096.00	20.7
745.039 OTHER PROFESSIONAL SERVICES	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
745.050 PRINTING AND ADVERTISING	5,000.00	5,000.00	1,553.01	0.00	0.00	3,446.99	31.1
745.051 RECORDING FEES	2,500.00	2,500.00	1,170.00	30.00	0.00	1,330.00	46.8
755.023 CAPITAL OUTLAY	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
Operating Expenses	250,678.00	250,678.00	146,366.48	13,301.47	0.00	104,311.52	58.4
COMMUNITY DEVELOPMENT DEPT	250,678.00	250,678.00	146,366.48	13,301.47	0.00	104,311.52	58.4
Dept: 910.000 ECONOMIC DEVELOPMENT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	36,604.00	36,604.00	23,346.06	2,103.61	0.00	13,257.94	63.8
720.022 SOCIAL SECURITY	2,823.00	2,823.00	1,720.15	151.65	0.00	1,102.85	60.9
720.024 UNEMPLOYMENT INSURANCE	216.00	216.00	66.78	28.62	0.00	149.22	30.9
720.026 WORKERS COMP INSURANCE	141.00	141.00	110.42	9.85	0.00	30.58	78.3
720.028 HEALTH INS & OTHER BENEFITS	18,089.00	18,089.00	11,132.13	1,188.37	0.00	6,956.87	61.5
720.030 RETIREMENT	3,660.00	3,660.00	2,334.60	210.36	0.00	1,325.40	63.8
720.032 LIABILITY & PROPERTY INS.	105.00	105.00	189.58	0.00	0.00	-84.58	180.6
745.025 BLOCK PARTY EXPENSE	7,000.00	7,000.00	6,620.46	0.00	0.00	379.54	94.6
745.040 COMMUNITY EVENTS & PROGRAMS	6,000.00	6,000.00	4,455.65	100.00	0.00	1,544.35	74.3
745.054 ANNUAL SUPPORT OF ORGNIZATIONS	9,200.00	9,200.00	9,260.50	0.00	0.00	-60.50	100.7
745.050 NEW PROGRAMS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
748.010 MATCHING GRANT FUNDS	9,000.00	9,000.00	3,970.98	742.50	0.00	5,029.02	44.1
Operating Expenses	94,838.00	94,838.00	63,207.31	4,534.96	0.00	31,630.69	66.6
ECONOMIC DEVELOPMENT	94,838.00	94,838.00	63,207.31	4,534.96	0.00	31,630.69	66.6
Dept: 920.000 GRANT & OTH UNANTC. EXPENDITUR							
Acct Class: 7000 Operating Expenses							
755.020 ADULT COLLECTION-PRINT & ELECT	0.00	0.00	115.66	14.95	0.00	-115.66	0.0
755.021 JUVEN COLLECTION-PRNT & ELECTR	0.00	0.00	240.23	0.00	0.00	-240.23	0.0
759.011 LIBRARY DONATION EXPENDITURES	0.00	0.00	2,280.90	0.00	0.00	-2,280.90	0.0
759.014 MISC GRANT EXPENDITURES	0.00	0.00	1,500.00	0.00	0.00	-1,500.00	0.0
759.032 STATE GRANT EXPENDITURES	0.00	0.00	600.00	0.00	0.00	-600.00	0.0
759.070 STREET DEPT GRANT EXPENDITURES	0.00	0.00	1,791.25	0.00	0.00	-1,791.25	0.0
Operating Expenses	0.00	0.00	6,528.04	14.95	0.00	-6,528.04	0.0
GRANT & OTH UNANTC. EXPENDITUR	0.00	0.00	6,528.04	14.95	0.00	-6,528.04	0.0
Expenditures	3,537,437.00	3,537,437.00	2,174,566.83	148,718.10	0.00	1,362,870.17	61.5
Net Effect for GENERAL FUND	-35,000.00	-35,000.00	-351,650.70	-144,442.61	0.00	316,650.70	1,004.7
Change in Fund Balance:			-351,650.70				
Fund: 152 - GEN FUND ROLLING STOCK RESERVE							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
500.000 INTEREST EARNINGS	0.00	0.00	240.12	0.00	0.00	-240.12	0.0
500.000 CONTRIB FROM GENERAL FUND	0.00	0.00	116,812.00	0.00	0.00	-116,812.00	0.0
Revenue	0.00	0.00	117,052.12	0.00	0.00	-117,052.12	0.0
Acct Class: 4900 GRANTS & DONATIONS							

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Fund: 152 - GEN FUND ROLLING STOCK RESERVE							
Dept: 000.000							
Acct Class: 4900 GRANTS & DONATIONS							
432.095 FROM TOWN FOR LADDER TRUCK	0.00	0.00	50,000.00	50,000.00	0.00	-50,000.00	0.0
GRANTS & DONATIONS	0.00	0.00	50,000.00	50,000.00	0.00	-50,000.00	0.0
Dept: 000.000							
Revenues	0.00	0.00	167,052.12	50,000.00	0.00	-167,052.12	0.0
Expenditures							
Dept: 000.000							
Acct Class: 7000 Operating Expenses							
710.030 FIRE TRUCK LOAN PRINCIPAL	0.00	0.00	50,000.00	0.00	0.00	-50,000.00	0.0
720.040 INTEREST EXPENSE	0.00	0.00	3,031.67	0.00	0.00	-3,031.67	0.0
Operating Expenses	0.00	0.00	53,031.67	0.00	0.00	-53,031.67	0.0
Acct Class: 8000 Capital Projects							
750.709 SIDEWALK PLOW	0.00	0.00	138.50	0.00	0.00	-138.50	0.0
750.723 Truck #6 Replacement	0.00	0.00	122,173.00	0.00	0.00	-122,173.00	0.0
Capital Projects	0.00	0.00	122,311.50	0.00	0.00	-122,311.50	0.0
Dept: 000.000							
Expenditures	0.00	0.00	175,343.17	0.00	0.00	-175,343.17	0.0
Effect for GEN FUND ROLLING STOCK RESERVE							
Change in Fund Balance:	0.00	0.00	-8,291.05	50,000.00	0.00	8,291.05	0.0
Fund: 159 - Veterans Memorial Park							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	4.19	0.00	0.00	-4.19	0.0
Revenue	0.00	0.00	4.19	0.00	0.00	-4.19	0.0
Dept: 000.000							
Revenues	0.00	0.00	4.19	0.00	0.00	-4.19	0.0
Net Effect for Veterans Memorial Park							
Change in Fund Balance:	0.00	0.00	4.19	0.00	0.00	-4.19	0.0
Fund: 175 - 2014 VMBB SERIES 3 BOND PROJ.							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	8.43	0.00	0.00	-8.43	0.0
465.054 BOND PROCEEDS	0.00	0.00	2,838,000.00	0.00	0.00	-2,838,000.00	0.0
Revenue	0.00	0.00	2,838,008.43	0.00	0.00	-2,838,008.43	0.0
Dept: 000.000							
Revenues	0.00	0.00	2,838,008.43	0.00	0.00	-2,838,008.43	0.0
Expenditures							
Dept: 000.000							
Acct Class: 7000 Operating Expenses							
745.031 LEGAL SERVICES	0.00	0.00	3,456.00	0.00	0.00	-3,456.00	0.0

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Fund: 175 - 2014 VMBB SERIES 3 BOND PROJ.							
Expenditures							
Dept: 000.000							
Operating Expenses	0.00	0.00	3,456.00	0.00	0.00	-3,456.00	0.0
Acct Class: 8000 Capital Projects							
750.300 SCHOOL ST. RDWY/WTR/SWR RECONS	0.00	0.00	289,180.83	0.00	0.00	-289,180.83	0.0
750.305 MAIN ST. DRAINAGE-BRDG TO TOH	0.00	0.00	14,957.55	0.00	0.00	-14,957.55	0.0
750.310 HILLCREST DRNG/N HILLCRST DR/W	0.00	0.00	5,710.45	0.00	0.00	-5,710.45	0.0
750.315 MAPLE ST. CULVERT	0.00	0.00	3,185.88	0.00	0.00	-3,185.88	0.0
750.320 BRIAR LANE RD/SDWK/WTR LINE	0.00	0.00	77.00	0.00	0.00	-77.00	0.0
Capital Projects	0.00	0.00	313,111.71	0.00	0.00	-313,111.71	0.0
Dept: 000.000	0.00	0.00	316,567.71	0.00	0.00	-316,567.71	0.0
Expenditures	0.00	0.00	316,567.71	0.00	0.00	-316,567.71	0.0
Net Effect for 2014 VMBB SERIES 3 BOND PROJ.	0.00	0.00	2,521,440.72	0.00	0.00	-2,521,440.72	0.0
Change in Fund Balance:			2,521,440.72				
Fund: 200 - GEN FUND CAPITAL RESERVE FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	93.66	0.00	0.00	-93.66	0.0
441.034 CRES CNCTR GRANT STP 5300(13)	0.00	0.00	195,915.19	0.00	0.00	-195,915.19	0.0
441.037 MU SAFETY PATH SDWK(17)	0.00	0.00	7,390.42	0.00	0.00	-7,390.42	0.0
441.040 PEARL MISS LNK EJ STP 5300(14)	0.00	0.00	8,781.18	0.00	0.00	-8,781.18	0.0
599.000 CONTRIB FROM GENERAL FUND	0.00	0.00	205,499.50	0.00	0.00	-205,499.50	0.0
Revenue	0.00	0.00	417,679.95	0.00	0.00	-417,679.95	0.0
Acct Class: 4900 GRANTS & DONATIONS							
432.034 VLCT EQUIP GRANT	0.00	0.00	5,000.00	0.00	0.00	-5,000.00	0.0
GRANTS & DONATIONS	0.00	0.00	5,000.00	0.00	0.00	-5,000.00	0.0
Dept: 000.000	0.00	0.00	422,679.95	0.00	0.00	-422,679.95	0.0
Revenues	0.00	0.00	422,679.95	0.00	0.00	-422,679.95	0.0
Expenditures							
Dept: 000.000							
Acct Class: 8000 Capital Projects							
750.155 MULTI-USE PATH NORTH	0.00	0.00	10,563.50	0.00	0.00	-10,563.50	0.0
750.160 PEARL ST. LINKING SIDEWALK	0.00	0.00	22,805.48	0.00	0.00	-22,805.48	0.0
750.167 LH ROOF REPLACEMENT	0.00	0.00	37,145.20	0.00	0.00	-37,145.20	0.0
750.169 CRESCENT CONNECTOR	0.00	0.00	219,944.39	0.00	0.00	-219,944.39	0.0
750.177 WOODS END RECONSTRUCTION (14)	0.00	0.00	143,851.34	0.00	0.00	-143,851.34	0.0
750.178 RAILROAD AVE. RDWY/WTR LINE	0.00	0.00	4,576.19	0.00	0.00	-4,576.19	0.0
750.180 LIBRARY SURVEILLANCE CAMERAS	0.00	0.00	12,598.95	0.00	0.00	-12,598.95	0.0
750.181 LINCOLN HALL RESTORATIONS	0.00	0.00	620.00	620.00	0.00	-620.00	0.0
750.700 CAPITAL RES. PAVING	0.00	0.00	150,357.61	0.00	0.00	-150,357.61	0.0
Capital Projects	0.00	0.00	602,462.66	620.00	0.00	-602,462.66	0.0
Dept: 000.000	0.00	0.00	602,462.66	620.00	0.00	-602,462.66	0.0
Expenditures	0.00	0.00	602,462.66	620.00	0.00	-602,462.66	0.0
Net Effect for GEN FUND CAPITAL RESERVE FUND	0.00	0.00	-179,782.71	-620.00	0.00	179,782.71	0.0
Change in Fund Balance:			-179,782.71				

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Fund: 210 - LAND ACQUISITION FUND							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	92.96	0.00	0.00	-92.96	0.0
Revenue	0.00	0.00	92.96	0.00	0.00	-92.96	0.0
Dept: 000.000	0.00	0.00	92.96	0.00	0.00	-92.96	0.0
Revenues	0.00	0.00	92.96	0.00	0.00	-92.96	0.0
Net Effect for LAND ACQUISITION FUND							
Change in Fund Balance:			92.96				
Fund: 230 - WATER FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	172.48	0.00	0.00	-172.48	0.0
465.010 SALE OF WATER-RESIDENTIAL	826,553.00	826,553.00	524,179.80	-174.00	0.00	302,373.20	63.4
465.020 WATER SALES - LARGE USERS	96,243.00	96,243.00	59,032.21	9,511.18	0.00	37,210.79	61.3
465.040 WATER BILLING PENALTIES	3,500.00	3,500.00	2,210.00	0.00	0.00	1,290.00	63.1
465.045 WATER RECONNECT FEES	0.00	0.00	262.50	0.00	0.00	-262.50	0.0
465.050 MISCELLANEOUS WATER RECEIPTS	15,000.00	15,000.00	13,006.78	0.00	0.00	1,993.22	86.7
Revenue	941,296.00	941,296.00	598,863.77	9,337.18	0.00	342,432.23	63.6
Acct Class: 4650 IBM Water Pass Thru Rev							
465.015 SALE OF WATER-IBM	2,230,880.00	2,230,880.00	1,394,180.25	224,628.29	0.00	836,699.75	62.5
465.017 SALE OF WATER - IBM VT TAX	51,275.00	51,275.00	31,994.01	5,154.83	0.00	19,280.99	62.4
IBM Water Pass Thru Rev	2,282,155.00	2,282,155.00	1,426,174.26	229,783.12	0.00	855,980.74	62.5
Acct Class: 5990 Non Operating Revenues							
440.010 Interest Earned - Capital Res	0.00	0.00	132.65	0.00	0.00	-132.65	0.0
465.055 CURRENT YR CONTRIBUTION INCOME	0.00	0.00	60,000.00	0.00	0.00	-60,000.00	0.0
Non Operating Revenues	0.00	0.00	60,132.65	0.00	0.00	-60,132.65	0.0
Dept: 000.000	3,223,451.00	3,223,451.00	2,085,170.68	239,120.30	0.00	1,138,280.32	64.7
Revenues	3,223,451.00	3,223,451.00	2,085,170.68	239,120.30	0.00	1,138,280.32	64.7
Expenditures							
Dept: 650.000 WATER DEPARTMENT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	107,890.00	107,890.00	60,159.82	5,440.04	0.00	47,730.18	55.8
720.010 SALARIES OVERTIME	14,000.00	14,000.00	6,187.36	1,583.69	0.00	7,812.64	44.2
720.020 SALARIES PART TIME	8,798.00	8,798.00	2,595.96	181.08	0.00	6,202.04	29.5
720.022 SOCIAL SECURITY	9,447.00	9,447.00	5,114.24	523.76	0.00	4,332.76	54.1
720.024 UNEMPLOYMENT INSURANCE	616.00	616.00	238.06	97.98	0.00	377.94	38.6
720.026 WORKERS COMP INSURANCE	5,277.00	5,277.00	3,624.96	349.61	0.00	1,652.04	68.7
720.028 HEALTH INS & OTHER BENEFITS	41,604.00	41,604.00	24,798.84	2,733.26	0.00	16,805.16	59.6
720.030 RETIREMENT	10,789.00	10,789.00	5,901.69	535.42	0.00	4,887.31	54.7
720.032 LIABILITY & PROPERTY INS.	3,402.00	3,402.00	3,089.06	0.00	0.00	312.94	90.8
720.040 INTEREST EXPENSE	50.00	50.00	0.00	0.00	0.00	50.00	0.0
723.000 SUPPLIES	5,000.00	5,000.00	2,423.55	47.97	0.00	2,576.45	48.5
723.001 POSTAGE	1,500.00	1,500.00	1,158.97	0.00	0.00	341.03	77.3
723.020 GAS, GREASE AND OIL	2,000.00	2,000.00	1,316.12	0.00	0.00	683.88	65.8
723.041 METERS AND PARTS	1,000.00	1,000.00	267.97	130.68	0.00	732.03	26.8
723.052 DISTRIBUTION MATERIALS	5,700.00	5,700.00	1,611.78	0.00	0.00	4,088.22	28.3
723.055 COMPUTER EXPENSES	1,200.00	1,200.00	276.54	0.00	0.00	923.46	23.0
723.065 WATER AND SEWER CHARGE	350.00	350.00	127.35	0.00	0.00	222.65	36.4
724.000 TRAINING, CONFERENCES, DUES	2,000.00	2,000.00	1,370.00	0.00	0.00	630.00	68.5
725.000 TELEPHONE SERVICES	0.00	0.00	627.53	0.00	0.00	-627.53	0.0

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Fund: 230 - WATER FUND							
Expenditures							
Dept: 650.000 WATER DEPARTMENT							
Acct Class: 7000 Operating Expenses							
726.000 ELECTRICAL SERVICE	700.00	700.00	406.70	75.95	0.00	293.30	58.1
727.000 HEATING/NATURAL GAS	3,500.00	3,500.00	1,111.80	0.00	0.00	2,388.20	31.8
728.020 MAINTENANCE OTHER	1,000.00	1,000.00	1,480.87	0.00	0.00	-480.87	148.1
728.034 WATER LINES MAINT-BREAKS	16,000.00	16,000.00	5,835.45	5,215.45	0.00	10,164.55	36.5
729.000 UNIFORMS,BOOTS,ETC	1,000.00	1,000.00	1,002.40	0.00	0.00	-2.40	100.2
745.014 CONTRACT SERVICES	106,840.00	106,840.00	53,420.00	0.00	0.00	53,420.00	50.0
745.039 OTHER PROFESSIONAL SERVICES	1,000.00	1,000.00	75.00	0.00	0.00	925.00	7.5
745.041 AUDIT	3,500.00	3,500.00	3,289.92	0.00	0.00	210.08	94.0
745.042 CWD WATER PURCHASE	451,212.00	451,212.00	260,680.08	0.00	0.00	190,531.92	57.8
745.050 PRINTING AND ADVERTISING	1,700.00	1,700.00	192.07	191.10	0.00	1,507.93	11.3
750.020 TRANS TO CAPITAL RESERVE	120,000.00	120,000.00	60,000.00	0.00	0.00	60,000.00	50.0
755.023 CAPITAL OUTLAY	3,850.00	3,850.00	0.00	0.00	0.00	3,850.00	0.0
770.510 STATE WATER TAX	10,371.00	10,371.00	5,982.15	0.00	0.00	4,388.85	57.7
Operating Expenses	941,296.00	941,296.00	514,366.24	17,105.99	0.00	426,929.76	54.6
Acct Class: 7800 IBM Water Costs							
745.043 CWD Water Purchase - IBM	2,230,880.00	2,230,880.00	1,394,180.25	0.00	0.00	836,699.75	62.5
770.511 State Water Tax - IBM	51,275.00	51,275.00	31,994.01	0.00	0.00	19,280.99	62.4
IBM Water Costs	2,282,155.00	2,282,155.00	1,426,174.26	0.00	0.00	855,980.74	62.5
Acct Class: 8000 Capital Projects							
750.178 RAILROAD AVE. RDWY/WTR LINE	0.00	0.00	4,189.75	0.00	0.00	-4,189.75	0.0
750.211 METER REPLACEMENT PROGRAM	0.00	0.00	13,219.93	267.92	0.00	-13,219.93	0.0
750.300 SCHOOL ST. RDWY/WTR/SWR RECONS	0.00	0.00	156,930.82	0.00	0.00	-156,930.82	0.0
750.310 HILLCREST DRNG/N HILLCRST DRW	0.00	0.00	1,803.29	0.00	0.00	-1,803.29	0.0
750.320 BRIAR LANE RD/SDWK/WTR LINE	0.00	0.00	10.50	0.00	0.00	-10.50	0.0
7 BOND LEGAL COSTS	0.00	0.00	644.00	0.00	0.00	-644.00	0.0
Capital Projects	0.00	0.00	176,798.29	267.92	0.00	-176,798.29	0.0
WATER DEPARTMENT	3,223,451.00	3,223,451.00	2,117,338.79	17,373.91	0.00	1,106,112.21	65.7
Expenditures	3,223,451.00	3,223,451.00	2,117,338.79	17,373.91	0.00	1,106,112.21	65.7
Net Effect for WATER FUND	0.00	0.00	-32,168.11	221,746.39	0.00	32,168.11	0.0
Change in Fund Balance:			-32,168.11				
Fund: 400 - SANITATION FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
432.040 MISCELLANEOUS SEWER RECEIPTS	20,000.00	20,000.00	151,998.22	0.00	0.00	-131,998.22	760.0
440.000 INTEREST EARNINGS	0.00	0.00	295.18	0.00	0.00	-295.18	0.0
442.000 ESSEX PUMP STATION FEES	22,075.00	22,075.00	19,051.48	6,729.99	0.00	3,023.52	86.3
442.010 2 PARY AGREEMNT REV	15,000.00	15,000.00	11,250.00	3,750.00	0.00	3,750.00	75.0
500.000 ANNUAL CUSTOMER CHARGE	403,915.00	403,915.00	365,706.84	-60.32	0.00	38,208.16	90.5
500.001 ANNUAL CUSTOMER CHARGE - PEN	2,000.00	2,000.00	1,352.99	0.00	0.00	647.01	67.6
Revenue	462,990.00	462,990.00	549,654.71	10,419.67	0.00	-86,664.71	118.7
Acct Class: 5990 Non Operating Revenues							
430.012 WWTF CAPACITY SALE REVENUE	0.00	0.00	100,000.00	0.00	0.00	-100,000.00	0.0
440.010 Interest Earned - Capital Res	0.00	0.00	626.71	0.00	0.00	-626.71	0.0
440.020 INTEREST WWTF RESERV	0.00	0.00	662.91	0.00	0.00	-662.91	0.0
465.055 CURRENT YR CONTRIBUTION INCOME	0.00	0.00	42,500.00	0.00	0.00	-42,500.00	0.0
Non Operating Revenues	0.00	0.00	143,789.62	0.00	0.00	-143,789.62	0.0
Dept: 000.000	462,990.00	462,990.00	693,444.33	10,419.67	0.00	-230,454.33	149.8

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Village of Essex Junction

For the Period: 7/1/2014 to 2/28/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 400 - SANITATION FUND							
Revenues	462,990.00	462,990.00	693,444.33	10,419.67	0.00	-230,454.33	149.8
Expenditures							
Dept: 400.000 SANITATION DEPARTMENT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	80,190.00	80,190.00	46,992.52	4,235.77	0.00	33,197.48	58.6
720.010 SALARIES OVERTIME	8,000.00	8,000.00	7,279.45	1,553.18	0.00	720.55	91.0
720.020 SALARIES PART TIME	12,683.00	12,683.00	2,611.23	181.07	0.00	10,071.77	20.6
720.022 SOCIAL SECURITY	7,839.00	7,839.00	4,243.77	440.80	0.00	3,595.23	54.1
720.024 UNEMPLOYMENT INSURANCE	668.00	668.00	377.83	81.19	0.00	290.17	56.6
720.026 WORKERS COMP INSURANCE	4,177.00	4,177.00	2,432.78	239.59	0.00	1,744.22	58.2
720.028 HEALTH INS & OTHER BENEFITS	41,604.00	41,604.00	24,798.78	2,733.24	0.00	16,805.22	59.6
720.030 RETIREMENT	8,019.00	8,019.00	4,914.22	453.90	0.00	3,104.78	61.3
720.032 LIABILITY & PROPERTY INS.	6,800.00	6,800.00	5,780.17	0.00	0.00	1,019.83	85.0
723.000 SUPPLIES	1,000.00	1,000.00	800.65	0.00	0.00	199.35	80.1
723.001 POSTAGE	3,000.00	3,000.00	2,315.65	0.00	0.00	684.35	77.2
723.020 GAS,GREASE AND OIL	3,000.00	3,000.00	944.90	0.00	0.00	2,055.10	31.5
723.041 METERS AND PARTS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
723.055 COMPUTER EXPENSES	2,800.00	2,800.00	553.09	0.00	0.00	2,246.91	19.8
723.065 WATER AND SEWER CHARGE	1,500.00	1,500.00	214.64	0.00	0.00	1,285.36	14.3
724.000 TRAINING, CONFERENCES, DUES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
726.000 ELECTRICAL SERVICE	8,500.00	8,500.00	5,260.30	56.22	0.00	3,239.70	61.9
727.000 HEATING/NATURAL GAS	1,800.00	1,800.00	646.21	0.00	0.00	1,153.79	35.9
728.020 MAINTENANCE OTHER	1,500.00	1,500.00	2,525.15	0.00	0.00	-1,025.15	168.3
728.040 PUMP STATION MAINTENANCE	4,000.00	4,000.00	3,852.80	0.00	0.00	147.20	96.3
728.060 SANITATION LINES MAINTENANCE	10,000.00	10,000.00	3,824.30	0.00	0.00	6,175.70	38.2
728.063 SUSIE WILSON PS COSTS	7,000.00	7,000.00	4,320.56	503.74	0.00	2,679.44	61.7
728.064 WEST ST PS COSTS	10,000.00	10,000.00	7,989.78	0.00	0.00	2,010.22	79.9
728.000 UNIFORMS,BOOTS,ETC	1,000.00	1,000.00	915.83	0.00	0.00	84.17	91.6
728.014 CONTRACT SERVICES	137,140.00	137,140.00	68,570.00	0.00	0.00	68,570.00	50.0
745.015 RIGHT OF WAY AGREEMENTS	8,400.00	8,400.00	8,470.85	33.32	0.00	-70.85	100.8
745.017 SANIT. LINE BACK-UP CLEANING	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
745.039 OTHER PROFESSIONAL SERVICES	1,000.00	1,000.00	975.00	650.00	0.00	25.00	97.5
745.041 AUDIT	1,700.00	1,700.00	1,644.96	0.00	0.00	55.04	96.8
745.050 PRINTING AND ADVERTISING	0.00	0.00	382.20	382.20	0.00	-382.20	0.0
750.020 TRANS TO CAPITAL RESERVE	85,000.00	85,000.00	42,500.00	0.00	0.00	42,500.00	50.0
755.023 CAPITAL OUTLAY	670.00	670.00	0.00	0.00	0.00	670.00	0.0
Operating Expenses	462,990.00	462,990.00	256,137.62	11,544.22	0.00	206,852.38	55.3
Acct Class: 8000 Capital Projects							
750.211 METER REPLACEMENT PROGRAM	0.00	0.00	26,439.94	535.84	0.00	-26,439.94	0.0
750.300 SCHOOL ST. RDWY/WTR/SWR RECONS	0.00	0.00	93,349.04	0.00	0.00	-93,349.04	0.0
750.427 MISC PS WORK - (FY12 BUDGET)	0.00	0.00	4,590.48	0.00	0.00	-4,590.48	0.0
750.430 RIVER ST. PS CNTL PANEL, ANODE	0.00	0.00	1,695.00	0.00	0.00	-1,695.00	0.0
750.431 SO ST PS PUMPS,VALVS,VENT,ANOD	0.00	0.00	2,625.00	0.00	0.00	-2,625.00	0.0
750.627 ARRA Loan-AR1-004 Admin Fee	0.00	0.00	4,253.04	0.00	0.00	-4,253.04	0.0
794.062 TRANS TO WWTF FOR DEBT PYMNTS	0.00	0.00	30,472.71	0.00	0.00	-30,472.71	0.0
Capital Projects	0.00	0.00	163,425.21	535.84	0.00	-163,425.21	0.0
SANITATION DEPARTMENT	462,990.00	462,990.00	419,562.83	12,080.06	0.00	43,427.17	90.6
Expenditures	462,990.00	462,990.00	419,562.83	12,080.06	0.00	43,427.17	90.6
Net Effect for SANITATION FUND	0.00	0.00	273,881.50	-1,660.39	0.00	-273,881.50	0.0
Change in Fund Balance:			273,881.50				
Fund: 600 - WASTEWATER FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
440.000 INTEREST EARNINGS	0.00	0.00	312.52	0.00	0.00	-312.52	0.0

REVENUE/EXPENDITURE REPORT
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Village of Essex Junction

For the Period: 7/1/2014 to 2/28/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 600 - WASTEWATER FUND							
Revenues							
Dept: 000.000							
Acct Class: 4000 Revenue							
445.000 MISC. - UNCLASSIFIED RECEIPTS	0.00	0.00	1,123.80	0.00	0.00	-1,123.80	0.0
460.011 VILLAGE USER PENALTIES	3,000.00	3,000.00	1,845.34	0.00	0.00	1,154.66	61.5
460.012 VILLAGE USER CHARGE	711,876.00	711,876.00	471,649.91	-112.52	0.00	240,226.09	66.3
460.013 WASTEWATER CHARGE - ESSEX	465,440.00	465,440.00	310,293.36	38,786.67	0.00	155,146.64	66.7
460.014 WASTEWATER CHARGE - WILLISTON	569,380.00	569,380.00	331,368.31	0.00	0.00	238,011.69	58.2
460.016 PUMP STATION MAINT. FEE	30,300.00	30,300.00	15,150.00	0.00	0.00	15,150.00	50.0
460.025 VILL. SEPTAGE DISCHARGE INCOME	12,000.00	12,000.00	12,131.88	1,337.21	0.00	-131.88	101.1
460.026 SHARED SEPTAGE REVENUES	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
460.027 VILLAGE LEACHATE REVENUES	0.00	0.00	10,821.78	0.00	0.00	-10,821.78	0.0
Revenue	1,797,996.00	1,797,996.00	1,154,696.90	40,011.36	0.00	643,299.10	64.2
Acct Class: 5990 Non Operating Revenues							
430.013 ESSEX - DEBT PAYMENT	0.00	0.00	28,401.99	0.00	0.00	-28,401.99	0.0
430.014 WILLISTON - DEBT PAYMENT	0.00	0.00	26,339.80	0.00	0.00	-26,339.80	0.0
430.015 ESSEX JCT - DEBT PAYMENT	0.00	0.00	30,472.71	0.00	0.00	-30,472.71	0.0
440.010 Interest Earned - Capital Res	0.00	0.00	426.35	0.00	0.00	-426.35	0.0
440.012 WWTF REFURB INTEREST	0.00	0.00	312.64	0.00	0.00	-312.64	0.0
445.100 SALE OF ASSET	0.00	0.00	2,058.87	0.00	0.00	-2,058.87	0.0
460.103 EFFICIENCY VT NON-OP REV	0.00	0.00	15,220.00	0.00	0.00	-15,220.00	0.0
465.055 CURRENT YR CONTRIBUTION INCOME	0.00	0.00	130,000.00	0.00	0.00	-130,000.00	0.0
Non Operating Revenues	0.00	0.00	233,232.36	0.00	0.00	-233,232.36	0.0
Dept: 000.000	1,797,996.00	1,797,996.00	1,387,929.26	40,011.36	0.00	410,066.74	77.2
Principals	1,797,996.00	1,797,996.00	1,387,929.26	40,011.36	0.00	410,066.74	77.2
Expenditures							
Dept: 600.000 WASTEWATER TREATMENT PLANT							
Acct Class: 7000 Operating Expenses							
720.000 SALARIES REGULAR	308,467.00	308,467.00	194,060.34	18,561.75	0.00	114,406.66	62.9
720.010 SALARIES OVERTIME	45,000.00	45,000.00	25,359.52	2,673.83	0.00	19,640.48	56.4
720.020 SALARIES PART TIME	15,000.00	15,000.00	7,147.94	361.83	0.00	7,852.06	47.7
720.022 SOCIAL SECURITY	28,612.00	28,612.00	16,924.82	1,611.09	0.00	11,687.18	59.2
720.024 UNEMPLOYMENT INSURANCE	1,535.00	1,535.00	751.79	293.70	0.00	783.21	49.0
720.026 WORKERS COMP INSURANCE	16,530.00	16,530.00	9,869.94	1,004.69	0.00	6,660.06	59.7
720.028 HEALTH INS & OTHER BENEFITS	107,085.00	107,085.00	55,743.53	6,143.89	0.00	51,341.47	52.1
720.030 RETIREMENT	30,847.00	30,847.00	19,000.27	1,859.86	0.00	11,846.73	61.6
720.032 LIABILITY & PROPERTY INS.	25,000.00	25,000.00	21,148.32	0.00	0.00	3,851.68	84.6
720.040 INTEREST EXPENSE	500.00	500.00	0.00	0.00	0.00	500.00	0.0
723.000 SUPPLIES	9,000.00	9,000.00	6,240.69	119.00	0.00	2,759.31	69.3
723.005 SUPPLIES - LABORATORY	10,000.00	10,000.00	11,556.18	43.21	0.00	-1,556.18	115.6
723.013 CHEMICALS	195,000.00	195,000.00	120,800.43	783.00	0.00	74,199.57	61.9
723.020 GAS, GREASE AND OIL	6,000.00	6,000.00	2,924.80	0.00	0.00	3,075.20	48.7
723.065 WATER AND SEWER CHARGE	7,000.00	7,000.00	1,911.89	0.00	0.00	5,088.11	27.3
724.000 TRAINING, CONFERENCES, DUES	6,500.00	6,500.00	4,604.40	570.00	0.00	1,895.60	70.8
725.000 TELEPHONE SERVICES	4,500.00	4,500.00	3,073.02	173.68	0.00	1,426.98	68.3
726.000 ELECTRICAL SERVICE	200,000.00	200,000.00	89,925.67	0.00	0.00	110,074.33	45.0
727.000 HEATING/NATURAL GAS	20,000.00	20,000.00	10,069.27	0.00	0.00	9,930.73	50.3
728.020 MAINTENANCE OTHER	70,000.00	70,000.00	67,385.39	428.24	0.00	2,614.61	96.3
728.030 VEHICLE MAINTENANCE	2,500.00	2,500.00	2,161.13	463.18	0.00	338.87	86.4
729.000 UNIFORMS, BOOTS, ETC	4,000.00	4,000.00	3,513.40	1,612.40	0.00	486.60	87.8
745.000 CONTRACT LABORATORY SERVICE	7,000.00	7,000.00	4,201.81	0.00	0.00	2,798.19	60.0
745.014 CONTRACT SERVICES	53,420.00	53,420.00	26,710.00	0.00	0.00	26,710.00	50.0
745.031 LEGAL SERVICES	1,000.00	1,000.00	676.50	0.00	0.00	323.50	67.7
745.033 GRIT DISPOSAL	10,000.00	10,000.00	3,786.47	120.96	0.00	6,213.53	37.9
745.034 SLUDGE DEWATERING	150,000.00	150,000.00	52,456.00	0.00	0.00	97,544.00	35.0
745.035 SLUDGE MANAGEMENT	178,000.00	178,000.00	68,961.69	0.00	0.00	109,038.31	38.7
745.039 OTHER PROFESSIONAL SERVICES	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
745.041 AUDIT	4,000.00	4,000.00	3,862.08	0.00	0.00	137.92	96.6

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Village of Essex Junction

For the Period: 7/1/2014 to 2/28/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 600 - WASTEWATER FUND							
Expenditures							
Dept: 600.000 WASTEWATER TREATMENT PLANT							
Acct Class: 7000 Operating Expenses							
745.052 WWTF ANNUAL PERMIT FEE	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	0.0
750.020 TRANS TO CAPITAL RESERVE	260,000.00	260,000.00	130,000.00	0.00	0.00	130,000.00	50.0
755.023 CAPITAL OUTLAY	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Operating Expenses	1,797,996.00	1,797,996.00	964,827.29	36,824.31	0.00	833,168.71	53.7
Acct Class: 8000 Capital Projects							
750.607 WWTF PICKUP TRUCK	0.00	0.00	27,572.00	0.00	0.00	-27,572.00	0.0
750.625 WWTF REFURBISH (11)	0.00	0.00	140,257.78	3,176.95	0.00	-140,257.78	0.0
750.626 RZEDB Interest	0.00	0.00	25,214.50	0.00	0.00	-25,214.50	0.0
750.627 ARRA Loan-AR1-004 Admin Fee	0.00	0.00	702.25	0.00	0.00	-702.25	0.0
750.630 NETWORKING & SOFTWARE	0.00	0.00	12,707.00	0.00	0.00	-12,707.00	0.0
750.632 CO-GEN	0.00	0.00	255,274.14	540.00	0.00	-255,274.14	0.0
750.637 UTILITY VEHICLE	0.00	0.00	15,184.08	0.00	0.00	-15,184.08	0.0
Capital Projects	0.00	0.00	476,911.75	3,716.95	0.00	-476,911.75	0.0
WASTEWATER TREATMENT PLANT	1,797,996.00	1,797,996.00	1,441,739.04	40,541.26	0.00	356,256.96	80.2
Expenditures	1,797,996.00	1,797,996.00	1,441,739.04	40,541.26	0.00	356,256.96	80.2
Net Effect for WASTEWATER FUND	0.00	0.00	-53,809.78	-529.90	0.00	53,809.78	0.0
Change in Fund Balance:			-53,809.78				
Grand Total Net Effect:	-35,000.00	-35,000.00	2,169,717.02	124,493.49	0.00	-2,204,717.02	

VILLAGE OF ESSEX JUNCTION
FARMERS MARKET RENTAL AGREEMENT

This AGREEMENT is entered into this _____ day of _____ 2015 by and between the Village of Essex Junction, a Vermont municipal corporation ("Village") and Five Corners Farmers' Market, Inc. with a principal place of business in Essex Junction, Vermont.

WHEREAS the Market desires to organize, manage and promote a local farmers' market in the Village; and

WHEREAS the Village is agreeable to providing a location for the farmers' market because of the expected public benefit of such a market.

NOW THEREFORE, in consideration of the mutual promises made by each party to the other, the parties covenant and agree as follows:

1. **Market Purpose:** The purpose of the Market is to provide area residents' access to local producers. The Market's intention is to provide the freshest products giving the consumer the healthiest choices and thus supporting Vermont's agricultural economy. The Market is NOT intended to be a flea market. Nor is the intent to provide a garage sale experience to consumers. No used or second-hand goods will be sold at the Market. All products sold will be new, freshly cut, home grown or made by growers, crafters or qualified processors for value added products. Market rules are attached in Appendix A for reference.
2. **Market Location:** The Market will be located on the entirety of Lincoln Place, as depicted in the attached map (Appendix B). Vendor sites will not exceed 36 during the regular season. The Market may apply to add vendor sites for specific dates for special events at the market (example: craft day, etc.)
3. **Market Schedule:** The Market will operate once per week on Fridays from 3:30 pm to 7:30 pm in the summer months and 3:30 pm to 6:30 pm in the fall months beginning May 29th 2015, and ending October, 2nd 2015.
4. **Closure of Lincoln Place:** The Market may close Lincoln Place to traffic from 2:00 pm to 9:00 pm on Market days. In addition, the Market may restrict parking on Lincoln Place by placing cones in parking spaces beginning at 6:00 am on Market days, and by placing a "Parking Restricted" sign at the entrance of Lincoln Place. The Market shall permit abutting business owners, their employees and patrons to park on Lincoln Place until 2:00pm on Market days. The Market shall discuss this arrangement with abutting business owners.
5. **Market supplied trash and recycling receptacles** may be left on either end of Lincoln Place throughout the market season. The Village Department of Public Works will coordinate trash pickup with their normal contracted service. This will be at no cost to the Market.
6. **The Essex Junction Department of Public Works will assist the Farmers' Market by placing three items:** 1) A 6 foot by 8 foot removable storage shed on a designated location 2) A temporary sign and base at the corner of Lincoln Place and Route 2A 3) Up to 3 banners on

the gas light poles on Railroad Ave; at least 2 weeks prior to the start of the market. All three items will remain at their locations throughout the Farmers' Market season with DPW removing them no sooner than one week after the close of the market. DPW will also store all three items during non-market season.

7. Village's Right to Cancel Market days: The Village, by providing two (2) weeks notice to the Market, may cancel any individually scheduled use of the Site by the Market if, in the sole discretion of the Village, the Village determines that another event should occur on the Site on the designated date and time. In the event of an emergency, every effort will be made to give the Market advance notice of cancellation; though no advance notice shall be required. The Market hereby agrees to hold the Village harmless for any claims related to Market cancellations, including but not limited to lost profits.
8. Market Management: The Market shall, in advance of the Market season, designate a Market Manager(s) to be the liaison between the Market and Village. The Market Manager(s) shall be primarily responsible for providing management oversight of the Market. The Market Manager(s), or his/her designee, shall be physically present during scheduled hours of Market operation. The Market Manager(s) shall be primarily responsible for assuring the Site is kept clean and free from trash associated with the Market.
9. Permits: The Market shall be responsible for obtaining all necessary local, State and Federal permits and licenses prior to opening for the season.
10. Market Affiliation and Use of the Site: The Market shall pre-approve all Vendors. Only pre-approved Vendors will be allowed to set up and vend from the Site.
11. Vendors' Release of Liability and Hold Harmless Agreement in Favor of Village: Prior to operating, Vendors shall be required to sign an Agreement agreeing to release the Village from any and all liability and to hold the Village harmless from any claims associated with their Market vending.
12. Market Insurance: The Market shall obtain and carry for the duration of the Market season a general liability insurance policy with single limit of \$1,000,000 per occurrence and \$2,000,000 in the aggregate. The Village shall be named as an additionally insured, and the Market shall provide a copy of the certificate(s) of such insurance to Village prior to the Market season.
13. Signs: Signage for the Market is agreed to as outlined in Appendix C.
14. Tents and Other Structures: The Market and its Vendors may erect and keep temporary tents and other structures during operational hours only. Vendors are required to supply their own tent weights, totally 35-40 pounds per corner of their 10'x10' tents. Any tent weights and tie-downs shall be required to be visually marked to ensure the safety of patrons. Stakes shall not be driven into the roadway or sidewalk.
15. Entertainment: The Market may provide certain entertainment during Market hours. By way of illustration (and not limitation), types of entertainment may include live music, face painting, balloon artists, etc. The entertainment shall be supplemental and accessory to its

Market Purpose outlined above. Music shall be without amplification if possible. All entertainment shall be carried out in a way that is non-disruptive to area residents and businesses.

16. Term: This Agreement shall take effect upon signing and shall continue for the current Market season as outlined in Paragraph 3 above. At the end of the current Market season, the Village and the Market shall meet to discuss an Agreement for the following Market season.
17. Termination: The Village and Market shall have the right to terminate this Agreement upon thirty (30) days written notice to the other party.

DATED at Essex Junction, Vermont this ___ day of _____, 2015

Village of Essex Junction

Five Corners Farmers' Market, Inc.

By: _____
Patrick C. Scheidel
Municipal Manager

By: _____
Duly authorized agent