



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, OCTOBER 11, 2016 at 6:30 PM
LINCOLN HALL, 2 LINCOLN STREET, ESSEX JUNCTION, VT 05452

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS**
 - a. Comments from Public on Items Not on Agenda
 - b. Chittenden County Regional Planning Commission Annual Report - Charles Baker, Executive Director
5. **OLD BUSINESS**
 - a. Thoughtful Growth in Action – Pat Scheidel
 - b. Discuss work session – George Tyler
6. **NEW BUSINESS**
 - a. Website RSS feed – Darby Mayville
 - b. Discuss and set FYE 18 budget goals – George Tyler
7. **MANAGER’S REPORT**
 - a. Trustees meeting schedule
 - b. Consolidation status report
8. **TRUSTEES’ COMMENTS & CONCERNS/READING FILE**
 - a. Board Member Comments
 - b. Minutes from Other Boards/Committees:
 - Zoning Board of Adjustment 9/20/16
 - Capital Program Review Committee 10/4/16
 - c. Memo from Susan McNamara-Hill re: ECPR Board member election
 - d. Letter and update from Lake Champlain Regional Chamber of Commerce
 - e. Memo from CCPRC re: Local Input for Constraints on the Siting of Renewable Energy Generation Facilities
9. **CONSENT AGENDA**
 - a. Minutes of Previous Meeting 9/27/16
 - b. Expense Warrant #17013 dated 9/29/16 in the amount of \$25,286.01
10. **ADJOURN**

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

An Open Letter To The Selectboard
No to Plan B or C, Yes to a UMD

RECEIVED
OCT 11 2016
Village of Essex Junction

As residents of the Town of Essex and the Village of Essex Junction, we ask that the Selectboard and the community support bringing the Unified Municipal District to a vote in December and to support the UMD as the new combined model for the recreation departments. We agree with the Recreation Governance Survey Committee that the UMD is the best path forward to reach overall equality in our communities for recreation for these reasons:

- If the EJRP went under the Trustees, then it would not solve the problem of tax inequity nor consolidate the departments.

-If EJRP goes under the Town, then there would be less support for the concerns of Village residents since there would be no representation from Trustees or the school district. Recent discussions and statements by the majority of SB members have left us lacking confidence that the SB supports its Village constituents. This is "oversight" that the Villagers need.

-Under a UMD, there would be equal oversight, equal representation, equal tax rate once that transition is final and equal programming once that transition is final as well. All the children and adults in the community will be able to come together more comprehensively for the betterment and strength of our community. A win-win for us all.

-equal losses from both sides:

Village residents will lose a recreation department that is Village-focused under the purview of the school district and will be paying for the pool bond, while sharing that resource until the bond is paid.

Town residents will lose a recreation department under the purview of the Selectboard and pay a higher tax rate than the Village residents until equalization.

With regard to the process to reach this decision, the relationships between EJRP, the Village schools and the Trustees go way back, just like the EPR, SB and Essex Schools. It is a natural event that there were conversations about multiple ideas. We see this as positive and something that our leaders and staff do and should be doing, which is being forward-thinking and looking at possibilities and opportunities and new ideas to provide quality services even better. That is constantly happening in every municipal department and in the schools. That kind of discussion, collaboration and brainstorming is what we want from our community leaders and what we feel should be happening in the community now and into the future. We applaud the work from George Tyler and the Trustees, Max Levy, Brad Luck and Ally Vile for bringing those new ideas and options to the SB because that is how we want our leaders and staff members to act and solve problems.

We, like many other neighbors who have expressed emotional ties to the recreation departments, support the UMD because recreation for our community would have the chance to grow and morph equally with equal representation, one budget, one elected board with representation from both communities at first, and a more inclusive Australian ballot budget vote rather than a limited Town Meeting vote.

Additionally, we agree with a December vote on this issue because the time is ripe as the issue is in the forefront of everyone's minds. We know the Committee would have preferred a November vote date and that they are not staging

the vote at an "odd" time in order to suppress voter turnout. There was a risk associated to the November date that someone could contest it, and the timing would have been objectionable for absentee ballots. At the same time, the timing would not have allowed community discussion and vetting of the issue. Kudos to the RGSC for following what was right because a November date is indeed an "impossible date" for Essex based on the Essex' particular voting scheme and our community values. Additionally, we would like to point out that, had the communities merged in 2006, money and resources would have been saved. All the arguing going on right now is costing us unnecessary Attorney fees. This could have been avoided if a few of our leaders did their homework by respectfully communicating with staff to learn that many of their assumptions and accusations were unfounded. That would have also saved the community much divisiveness and heartache. So, let's not waste further resources and money, let's talk with Town and Village staff to get any more questions answered or attend a public forum, and let's move forward with a December vote.

Lastly, in the spirit of collaboration and looking for new opportunities, we believe that if we don't try something, we won't know if it will work. A 5-year time frame allows for the transition to happen and adjustments to be made to give it due diligence. Then, if after 5 years it is not working for any one district member, then a different decision can be made. Lastly, we understand that this consolidation is different than the other departments combining under the Town. A department under the purview of the school district is very different than a department under a municipality. Therefore, this problem needs to be solved in a different way. The best solution for an equal loss and equal win on both sides is a UMD. Brad, Ally, the RGSC and the Transition Team all have done due diligence with responding to concerns about a UMD and we enthusiastically support it and ask that you do, too. We encourage you to send a letter of support to the Selectboard about bringing this issue to a vote in December and that you approve the creation of a UMD for our "one" community. Thank you!

Daryl and Saramichelle Stultz
Essex residents

Current Parks & Recreation Budget & Tax Information (FY17 - July 1, 2016 through June 30, 2017)

*Agenda
Addition
Reading File
10/11/16*

Budget	EPR	EPR	Tax Rate		EPR	EPR
Operating Budget	\$ 2,123,946	\$ 1,288,944	Per \$100 assessed value		0.0685	0.0310
Capital Budget	\$ 108,567	\$ 96,000				
Debt Relief	\$ 118,691	\$ -				
Total Budget	\$ 2,351,204	\$ 1,384,944				
Tax Support	EPR	EPR				
Operating Tax Support	\$ 516,424	\$ 687,539	Parks & Recreation Taxes for Owner of \$280K home			
Capital Tax Support	\$ 108,567	\$ 96,000	Town outside the Village			
Debt Relief Tax Support	\$ 118,691	\$ -	Town outside the Village			
Total Tax Support	\$ 743,682	\$ 783,539	Town inside the Village			
Program Revenues	EPR	EPR				
Total Program Revenues	\$ 1,607,522	\$ 609,080	Total Town inside the Village			

Proposed Essex Community Parks & Recreation Budget FY18-FY23 with Phasing

Assumptions:
 Annual grand list growth of 1% for Village and Town
 Rec District tax rate remains level
 Formerly parks & recreation related expenses remaining with Town grow in line with grand list
 Village assumes debt relief payments on Maple Street bond for final 3-years (FY18-FY20)
 Village phases down tax support for rec district over 5-years, starting at .05 and reducing by .01 each year

Grand List	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Village	\$ 10,856,670	\$ 10,965,237	\$ 11,074,869	\$ 11,185,638	\$ 11,297,494	\$ 11,410,469	\$ 11,524,574
Town	\$ 25,265,964	\$ 25,518,624	\$ 25,773,810	\$ 26,031,548	\$ 26,291,863	\$ 26,554,782	\$ 26,820,330
Total	\$ 36,122,634	\$ 36,483,861	\$ 36,848,679	\$ 37,217,186	\$ 37,589,357	\$ 37,965,251	\$ 38,344,904
Current: Separate Departments	FY17	FY18	FY19	FY20	FY21	FY22	FY23
EPR tax funding amount	\$ 783,539	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Formerly parks & recreation related expenses remaining with Town	\$ 743,682	\$ 624,451	\$ 63,076	\$ 63,706	\$ 64,343	\$ 64,987	\$ 65,637
Total parks & recreation tax funding amount	\$ 1,527,221	\$ 1,525,843	\$ 1,544,998	\$ 1,557,404	\$ 1,464,057	\$ 1,478,698	\$ 1,493,485
Village debt amount	\$ 118,691	\$ 104,844	\$ 109,788	\$ 107,843	\$ -	\$ -	\$ -
Total parks & rec tax funding amount w/out Village debt	\$ 1,408,530	\$ 1,420,999	\$ 1,435,209	\$ 1,449,561	\$ 1,464,057	\$ 1,478,698	\$ 1,493,485
Total parks & rec tax rate w/out Village debt (if paid by Town as one rate)	0.0557	0.0557	0.0557	0.0557	0.0557	0.0557	0.0557

Future: Consolidated Departments to District	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Cost to average Village homeowner for Village rec related expenses	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cost to average Town homeowner for Town (formerly parks & rec) related expenses	\$ -	\$ 0.0096	\$ 0.0099	\$ 0.0096	\$ 0.0000	\$ 0.0000	\$ 0.0000
Tax rate for Village to pay Village debt	0.0109	0.0576	0.0500	0.0300	0.0200	0.0100	0.0000
Village additional tax rate for phasing down tax support for recreation district	0.0576	0.0596	0.0499	0.0396	0.0200	0.0100	0.0000
Total Village tax rate	0.0685	0.1172	0.1099	0.0696	0.0400	0.0200	0.0100
Total Village tax funding amount	\$ 743,682	\$ 653,106	\$ 552,784	\$ 443,412	\$ 225,950	\$ 114,105	\$ -
Cost to average Village homeowner (for Village taxes w/out District* tax)	\$ 192	\$ 167	\$ 140	\$ 111	\$ 56	\$ 28	\$ -
Cost to average Village homeowner (for Village taxes w/out District* tax)	\$ 783,539	\$ 872,737	\$ 992,214	\$ 1,113,992	\$ 1,238,107	\$ 1,364,593	\$ 1,493,485
District* tax rate	0.0310	0.0342	0.0385	0.0428	0.0471	0.0514	0.0557
Cost to average District* homeowner	\$ 87	\$ 96	\$ 108	\$ 120	\$ 132	\$ 144	\$ 156
Total cost to average Town outside the Village homeowner (District plus Town)	\$ 87	\$ 103	\$ 115	\$ 127	\$ 139	\$ 151	\$ 163
Total cost to average Town inside the Village homeowner (District plus Town plus Village)	\$ 280	\$ 269	\$ 254	\$ 238	\$ 195	\$ 179	\$ 163
Change in cost for Town outside the Village average homeowner	\$ -	\$ 16	\$ 12	\$ 12	\$ 12	\$ 12	\$ 12
Change in cost for Village average homeowner	\$ -	\$ (11)	\$ (15)	\$ (17)	\$ (43)	\$ (16)	\$ (16)

*For FY17, substitute "District" with "Town"
 Note: assessed value of average house is calculated based on \$280,000

Essex Community Parks & Recreation (ECPR)

Proposed FY18 Budget & Tax Information

Budget Assumptions:

- 1% grand list growth from FY17-FY18
- Village assumes debt relief payments on Maple Street bond for final 3-years (FY18-FY20)
- Village phases down tax support for rec district over 5-years, starting at .05 and reducing by .01 each year
- Village no longer budgets for Block Party, Farmer's Market, Train Hop
- Town retains public works related functions of mowing & plowing Town non-park spaces

REVENUES (non-tax)

Related to parks & recreation

	FY17 Budgeted	FY18 Proposed	Change	Notes
Village	\$ 6,074	\$ -		17: Block Party Donations & Farmer's Market Reimbursement
Town	\$ 609,080	\$ 50,000		17: Rec Program Revenues; 18: Town financial services provided to ECPR
EJRP	\$ 1,607,522	\$ -		17: Rec Program Revenues
Rec District	\$ -	\$ 2,258,741		18: Rec Program Revenues + Block party/Farmers Mkt
Total	\$ 2,222,676	\$ 2,308,741	\$ 86,065	
		% Change:	3.9%	

EXPENSES

Related to parks & recreation

	FY17 Budgeted	FY18 Proposed	Change	Notes
Village	\$ 11,000	\$ 104,844		17: Block party/Farmers Mkt/Train Hop; 18: Debt Relief
Town	\$ 1,384,944	\$ 112,451		17: Program & Capital; 18: items remaining in Town budget formerly part of parks & rec
EJRP	\$ 2,351,204	\$ -		17: Program & Capital & Debt Relief
Rec District	\$ -	\$ 3,679,740		18: Program & Capital
Total	\$ 3,747,148	\$ 3,897,035	\$ 149,887	
		% Change:	4.0%	

TAX SUPPORT

Related to parks & recreation

	FY17 Budgeted	FY18 Proposed	Change	Notes
Village	\$ 4,926	\$ 653,106		17: Block party/Farmers Mkt; 18: debt relief & phasing
Town	\$ 783,539	\$ 62,451		17: Program & Capital; 18: items remaining in Town budget formerly part of parks & rec
EJRP	\$ 743,682	\$ -		Program & Capital & Debt Relief
Rec District	\$ -	\$ 872,737		Program & capital
Total	\$ 1,532,147	\$ 1,588,294	\$ 56,147	
		% Change:	3.7%	

TAX AMOUNT FOR OWNER OF \$280K HOME

Related to parks & recreation

	FY17 Budgeted	FY18 Proposed	Change
Town Outside the Village	Town	\$ 87	\$ 7
	Rec District	\$ -	\$ 96
	Total	\$ 87	\$ 103
Town Inside the Village	Town	\$ 87	\$ 7
	Village	\$ 1	\$ 167
	EJRP	\$ 192	\$ -
	Rec District	\$ -	\$ 96
	Total	\$ 280	\$ 269
			(\$ 11)

Agenda Addition
Reading File 10/11/16

Patrick Scheidel

From: Sue Cook <skooc@comcast.net>
Sent: Monday, October 10, 2016 4:14 PM
To: Andrew Bolduc
Cc: Patrick Scheidel
Subject: Re: AG Edits to District Agreement

Thanks Andrew, appreciate your prompt and thorough response. This info is very helpful. Pat, any chance this can be shared with the others for/at tonight's meeting so that it isn't an unknown? thanks, Sue

> On Oct 10, 16, at 3:25 PM, Andrew Bolduc <ABolduc@mcneilvt.com> wrote:

>

> Hi Sue,

>

> Pat forwarded me your question regarding the comments we received to the District Agreement from the Attorney General's office. I've attached the "track changes" version of the document with those changes in red to this e-mail. You will note that the only changes that were made are on page 10, Section 1-35 (a) and (b). After several conversations with an assistant AG, he felt the language should be changed in (a) in order to clarify that the section discusses "special authority" meetings and not regular meetings of the district. He also felt that in (b), it would not be proper for the District Clerk to assume any election functions of the Secretary of State. Since the Committee never specifically discussed this section, they approved the changes at a meeting without objection. Please let me know if I can further clarify or otherwise be of any additional assistance.

>

> Regards,

> Andrew<District Agreement - AG track changes.docx>

Essex Community Parks & Recreation

Public Forum – Presented by the
Recreational Governance Study Committee

“Your Connection to a Healthier Community”



“We Create Community Through People, Parks & Programs”



“A New, Shared Entity”

Essex Community Parks & Recreation

Study the Future of Recreation

- EJR has been governed by EJS (Prudential Committee). Through merging school districts & in the spirit of consolidation, the Town Selectboard, Village Trustees & Prudential Committee decided to form the RGSC.

- Residents of the community applied & were interviewed; 6 were appointed to serve on a joint committee to explore options for the future of recreation in the Essex community.
 - 10 total members
 - 1 Selectboard member
 - 1 Village Trustee member
 - 2 Prudential Committee members
 - 3 Town outside the Village residents (appointed by Selectboard)
 - 3 Village residents (appointed by Trustees)

Agenda

- Overview of the process
- Essex Community Parks & Recreation
 - Union Municipal District
 - Governance
 - Transition Team
 - Proposed Budget
- Potential Outcomes
- Next Steps

Guiding Principles

- Ensure that the current quality of recreation services are maintained or enhanced.
- Explore all avenues and entities before making a recommendation.
- Actively engage the community in the process and keep them informed by making information easily accessible.
- Keep the community's affordability in mind and ensure that the funding structure is fiscally responsible and will be supported by the public.
- Reach a consensus on a final recommendation by the middle of June.

7 models

- **Maintaining Separate Departments-EJRP & EPR**
 1. EJRP as a non-profit
 2. EJRP under the Village municipality
- **Consolidate EJRP & EPR into 1 department**
 3. EJRP & EPR as a non-profit
 4. EJRP & EPR under the Town of Essex
 5. EJRP & EPR under the new unified school district
 6. EJRP & EPR would consolidate through an interlocal contract
 7. EJRP & EPR consolidate and form a union municipal district

The Recommendation: Essex Community Parks & Recreation

A Union Municipal District-

A new municipal entity created to perform a governmental service, activity or undertaking.

In general the Essex Community is passionate and proud of their recreation departments. This option is a way for both departments to come together under one roof, which is a new roof – not one that is long established by either.

Union Municipal District

PROS

- Independent Budget
- Unites community recreation
- Equal ground
- Long Term Stability
- Tax Equity in community
- Transparency

CONCERNS

- Turns 2 small into 1 larger
- Realizing tax in T.O.V.
- Another board & government entity
- Potential additional administration costs

Governance

- **OVERSIGHT:**
 - 5 Member Board
 - **Initial Board & Subsequent Boards**

- **LEADERSHIP:**
 - Board hires Executive Director

- **CHECKS & BALANCES:**
 - Board will appoint an independent treasurer

- **TRANSPARENCY:**
 - Board will operate under VT Open Meeting Laws

- **FISCAL RESPONSIBILITY:**
 - Annual independent audit of finances

Governance Comparison

CURRENT		FUTURE
EPR	EJR	ECPR
VOTERS ESSEX TOWN	VOTERS VILLAGE ESSEX JUNCTION	VOTERS ESSEX TOWN
SELECTBOARD	PRUDENTIAL COMMITTEE	5 MEMBER ELECTED BOARD
MUNICIPAL MANAGER	SUPERINTENDENT	EXECUTIVE DIRECTOR
RECREATION DIRECTOR	RECREATION DIRECTOR	
	RECREATION ADVISORY COUNCIL	RECREATION ADVISORY COUNCIL (TBD)
Town Meeting Floor Vote	Australian Ballot @ schools/village elections	Australian Ballot @ schools/village elections

Transition Team

- Team of recreation, school, & municipal staff
- Goal: to create seamless transition if vote passes
- Ask questions, research & support finding answers
- Ensure existing services are maintained or enhanced

Operations – FY18

[as recommended by the Transition Team]

- Essex Community Parks & Recreation
 - Daily Receipts
 - Accounts Receivable
 - Accounts Payable
 - Human Resources
- Town
 - Treasurer/Check Signing
 - Accounting/Audit
 - Tax Collection
 - Elections
- Third Party Provider
 - Payroll
 - IT Support
 - Legal Support

Parks, Facilities & Equipment [as recommended by the Transition Team]

- Land & Buildings
 - Leased to ECPR (\$1.00/year) – Village/Town retain ownership
 - ECPR insures, names Village/Town as additional insured
 - ECPR maintains
 - ECPR supports capital asset & equipment replacement
- Parks & Recreation Related Supplies & Equipment
 - Supplies & equipment purchased by parks & rec departments will transfer to the ECPR
 - Supplies & equipment will continue to be used for parks & recreation related purposes by parks & rec staff
 - ECPR will insure
 - Future maintenance & replacement will be the responsibility of the ECPR

Capital Reserves & FY18 Plan [as recommended by the Transition Team]

- Town Capital Reserves Related to Parks & Recreation
 - Retained by Town
 - District may request use of funds for intended purposes
 - Request submitted and authorized by Selectboard
- District Capital Budget
 - \$0.0084 annual capital funding
 - Represents 3-year average capital expenditures for parks & rec
 - FY18 = \$213K (based on 1% grand list growth)

FY18 Budget & Tax Assumptions [proposed]

- 1% grand list growth from FY17-FY18
- Village assumes debt relief payments on Maple Street bond for final 3-years (FY18-FY20)
- Village phases out additional tax support for ECPR over 5-years, starting at \$0.05 and reducing by \$0.01 each year
- Village no longer budgets for Block Party, Farmer's Market, Train Hop

what if no phase out #5

FY18 Tax Support & FY18 Tax Amount for Owner of \$280K Home (Proposed)

TAX AMOUNT FOR OWNER OF \$280K HOME
Related to parks & recreation

		FY17 Budgeted	FY18 Proposed	Change
Town Outside the Village	Town	\$ 87	\$ 7	
	Rec District	\$ -	\$ 96	
	Total	\$ 87	\$ 103	\$ 16
Town Inside the Village	Town	\$ 87	\$ 7	
	Village	\$ 1	\$ 167	
	EJRP	\$ 192	\$ -	
	Rec District	\$ -	\$ 96	
	Total	\$ 280	\$ 269	\$ (11)

Future Decisions

- Program Access, Enhancements & Changes
- Finalizing draft FYE18 budget for April 2017 vote
- Agreements related to Village & Town Recreation Assets

Potential Outcomes

- "YES" Vote
 - Union Municipal District is created
 - Members of the board are concurrently elected
 - Transition Team continues work to merge recreation departments
- "NO" Vote
 - Prudential Committee will need to decide on the next step for EJRP
 - Transfer EJRP to new EWECUU School District
 - Work with Village Trustees to transfer EJRP to the Village

What's Next?

- Community vote is proposed for Dec 13, 2016
 - Petitions to run for Essex Community Parks & Recreation board seats are available 10/7 and due to Town Clerk 11/7
 - Absentee ballot starting 11/23 or at the polls on 12/13
 - If yes, ECPR budget will be voted on by Australian ballot in April 2017.
 - Essex Community Parks & Recreation would take effect July 1, 2017

Thank You

For More Information, Please Visit
Essexrec.org

Agenda Addition
Consent Agenda 9c

10/11/16
02:20 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17014 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 10/06/16 To 10/06/16 & Fund 2

Page 1 of 7
LMorrisseau

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	09/26/16 ST ANTI FREEZE 7048531	210-43110.432 VEHICLE MAINTENANCE	39.82	7444	10/06/16
05290	ADVANCE AUTO PARTS	09/26/16 ST SUPPLIES HAND SOAP 7052015	210-43110.610 SUPPLIES	12.60	7444	10/06/16
00530	BRODART CO	09/13/16 BL books 4673165	210-45551.610 SUPPLIES	13.50	7458	10/06/16
00530	BRODART CO	09/13/16 BL books 4673165	210-45551.641 JUVEN COLLECTION-PRNT & E	167.16	7458	10/06/16
00530	BRODART CO	09/13/16 BL books 4673177	210-45551.641 JUVEN COLLECTION-PRNT & E	271.13	7458	10/06/16
00530	BRODART CO	09/13/16 BL books 4673177	210-45551.610 SUPPLIES	16.20	7458	10/06/16
00530	BRODART CO	09/13/16 BF books 4673247	210-45551.641 JUVEN COLLECTION-PRNT & E	92.72	7458	10/06/16
00530	BRODART CO	09/13/16 BF books 4673247	210-45551.610 SUPPLIES	7.20	7458	10/06/16
00530	BRODART CO	09/13/16 BL books 4673303	210-45551.641 JUVEN COLLECTION-PRNT & E	25.27	7458	10/06/16
00530	BRODART CO	09/13/16 BL books 4673303	210-45551.610 SUPPLIES	2.70	7458	10/06/16
00530	BRODART CO	09/14/16 BF books 4676078	210-49345.000 LIBRARY DONATION EXPENDIT	16.30	7458	10/06/16
00530	BRODART CO	09/15/16 BL books 4679085	210-45551.610 SUPPLIES	5.40	7458	10/06/16
00530	BRODART CO	09/15/16 BL books 4679085	210-45551.641 JUVEN COLLECTION-PRNT & E	58.96	7458	10/06/16
00530	BRODART CO	09/15/16 BF books 4679270	210-49345.000 LIBRARY DONATION EXPENDIT	15.19	7458	10/06/16
00530	BRODART CO	09/16/16 BL books 4681063	210-45551.610 SUPPLIES	0.90	7458	10/06/16
00530	BRODART CO	09/16/16 BL books 4681063	210-45551.641 JUVEN COLLECTION-PRNT & E	8.79	7458	10/06/16
00530	BRODART CO	09/16/16 BL books 4681209	210-45551.610 SUPPLIES	9.00	7458	10/06/16
00530	BRODART CO	09/16/16 BL books 4681209	210-45551.641 JUVEN COLLECTION-PRNT & E	103.79	7458	10/06/16
00530	BRODART CO	09/19/16 BF books 4683467	210-49345.000 LIBRARY DONATION EXPENDIT	10.79	7458	10/06/16
00530	BRODART CO	09/19/16 BL books 4683702	210-45551.641 JUVEN COLLECTION-PRNT & E	12.30	7458	10/06/16
00530	BRODART CO	09/19/16 BL books 4683702	210-45551.610 SUPPLIES	1.80	7458	10/06/16
00530	BRODART CO	09/19/16 BF books 4683877	210-49345.000 LIBRARY DONATION EXPENDIT	16.73	7458	10/06/16
00530	BRODART CO	09/21/16 BL books 4688075	210-45551.610 SUPPLIES	28.80	7458	10/06/16
00530	BRODART CO	09/21/16 BL books 4688075	210-45551.641 JUVEN COLLECTION-PRNT & E	290.12	7458	10/06/16
00530	BRODART CO	09/16/16 BL BOOKS B4681452	210-45551.610 SUPPLIES	0.90	7458	10/06/16

10/11/16
02:20 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17014 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 10/06/16 To 10/06/16 & Fund 2

Page 2 of 7
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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	BRODART CO	09/16/16 BL BOOKS B4681452	210-45551.640 ADULT COLLECTION-PRINT &	19.35	7458	10/06/16
00530	BRODART CO	09/16/16 BL BOOKS B4681613	210-45551.610 SUPPLIES	3.60	7458	10/06/16
00530	BRODART CO	09/16/16 BL BOOKS B4681613	210-45551.640 ADULT COLLECTION-PRINT &	75.51	7458	10/06/16
00530	BRODART CO	09/20/16 BL BOOKS B4685874	210-45551.610 SUPPLIES	0.90	7458	10/06/16
00530	BRODART CO	09/20/16 BL BOOKS B4685874	210-45551.640 ADULT COLLECTION-PRINT &	34.99	7458	10/06/16
00530	BRODART CO	09/21/16 BF BOOKS B4688061	210-49345.000 LIBRARY DONATION EXPENDIT	51.09	7458	10/06/16
00530	BRODART CO	09/21/16 BL BOOKS B4688271	210-45551.640 ADULT COLLECTION-PRINT &	8.70	7458	10/06/16
00530	BRODART CO	09/21/16 BL BOOKS B4688271	210-45551.610 SUPPLIES	0.30	7458	10/06/16
00530	BRODART CO	09/26/16 BL BOOKS B4692363	210-45551.610 SUPPLIES	0.90	7458	10/06/16
00530	BRODART CO	09/26/16 BL BOOKS B4692363	210-45551.641 JUVEN COLLECTION-PRNT & E	14.92	7458	10/06/16
00530	BRODART CO	09/28/16 BL BOOKS B4697299	210-45551.641 JUVEN COLLECTION-PRNT & E	70.92	7458	10/06/16
00530	BRODART CO	09/28/16 BL BOOKS B4697299	210-45551.610 SUPPLIES	5.40	7458	10/06/16
00530	BRODART CO	09/28/16 BL BOOKS B4697308	210-45551.641 JUVEN COLLECTION-PRNT & E	53.15	7458	10/06/16
00530	BRODART CO	09/28/16 BL BOOKS B4697308	210-45551.610 SUPPLIES	3.60	7458	10/06/16
00530	BRODART CO	09/28/16 BL BOOKS B4697309	210-45551.610 SUPPLIES	1.80	7458	10/06/16
00530	BRODART CO	09/28/16 BL BOOKS B4697309	210-45551.641 JUVEN COLLECTION-PRNT & E	28.86	7458	10/06/16
16030	BROWN ELECTRIC	09/24/16 LH LINCOLN HALL REPAIR 31590	210-41940.434 MAINT. BUILDINGS/GROUNDS	186.60	7460	10/06/16
V0461	CENTRAL BEVERAGE	09/30/16 BL NEWSPAPERS CB78916	210-45551.640 ADULT COLLECTION-PRINT &	322.50	7460	10/06/16
V10614	CHOICE COBRA, LLC	10/03/16 VA COBRA ADMIN RC041621	210-41320.210 HEALTH INS & OTHER BENEFIT	30.00	7472	10/06/16
04940	COMCAST	09/12/16 ST cable tv 091216ST	210-43110.610 SUPPLIES	130.06	7475	10/06/16
04940	COMCAST	09/12/16 ST cable tv 091216ST	210-43125.610 WINTER MAINTENANCE	29.90	7475	10/06/16
V10576	ECOPIXEL LLC	10/04/16 AD Sept web host/support 2234	210-41320.530 COMMUNICATIONS	99.00	7489	10/06/16
23580	ED EATON FIRE TRUCK REPAI	09/19/16 VF pump testing 3-2016	210-42220.432 VEHICLE MAINTENANCE	450.00	7490	10/06/16
23580	ED EATON FIRE TRUCK REPAI	09/21/16 VF pump repair 4-2016	210-42220.432 VEHICLE MAINTENANCE	459.50	7490	10/06/16
23215	ESSEX EQUIPMENT INC	09/16/16 ST SUPPLIES GAS CAN 106184350001	210-43110.610 SUPPLIES	45.10	7494	10/06/16

10/11/16
02:20 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17014 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 10/06/16 To 10/06/16 & Fund 2

Page 3 of 7
LMorrisseau

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23215	09/27/16	ESSEX EQUIPMENT INC ST SUPPLIES SAW BLADE 106193490001	210-43110.610 SUPPLIES	179.00	7494	10/06/16
34895	09/30/16	GAUTHIER TRUCKING, INC. LH RUBBISH REMOVAL SEPT 1183181	210-41940.565 RUBBISH REMOVAL	155.72	7516	10/06/16
23560	09/14/16	GORDON STAMP & ENG. AD NOTARY STAMP 76994	210-41320.610 SUPPLIES	40.58	7518	10/06/16
07010	09/21/16	GREEN MOUNTAIN POWER CORP VA Sept consolidated bill 09160206201	210-42220.622 ELECTRICAL SERVICE	682.69	7521	10/06/16
07010	09/21/16	GREEN MOUNTAIN POWER CORP VA Sept consolidated bill 09160206201	210-41940.622 ELECTRICAL SERVICE	682.69	7521	10/06/16
07010	09/21/16	GREEN MOUNTAIN POWER CORP VA Sept consolidated bill 09160206201	210-45551.622 ELECTRICAL SERVICE	1464.69	7521	10/06/16
07010	09/21/16	GREEN MOUNTAIN POWER CORP VA Sept consolidated bill 09160206201	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	438.01	7521	10/06/16
07010	09/21/16	GREEN MOUNTAIN POWER CORP VA Sept consolidated bill 09160206201	210-43160.622 STREET LIGHTS - ELECTRICI	10179.28	7521	10/06/16
07010	09/21/16	GREEN MOUNTAIN POWER CORP VA Sept consolidated bill 09160206201	210-43110.622 ELECTRICAL SERVICE	278.35	7521	10/06/16
05525	09/21/16	HD SUPPLY WATERWORKS, LTD ST SUPPLIES MANHOLE HOOK G142176	210-43110.610 SUPPLIES	46.36	7524	10/06/16
33495	09/16/16	INGRAM LIBRARY SERVICES I TL BOOKS 94882937	210-45551.640 ADULT COLLECTION-PRINT &	19.49	7527	10/06/16
37715	09/09/16	INTEGRITY COMMUNICATIONS SC/LH phone system change 32211	210-41940.434 MAINT. BUILDINGS/GROUNDS	40.00	7520	10/06/16
37715	09/26/16	INTEGRITY COMMUNICATIONS BL phone sys 32279	210-45551.891 CAPITAL OUTLAY	2527.20	7528	10/06/16
27295	09/14/16	MAPLEHURST FLORIST LH two fall plants 41314	210-41940.610 SUPPLIES	15.95	7540	10/06/16
12965	10/04/16	MCNAMARA-HILL SUSAN AD mileage & exp reimb 161004	210-41320.500 TRAINING, CONFERENCES, DU	36.72	7543	10/06/16
12965	10/04/16	MCNAMARA-HILL SUSAN AD mileage & exp reimb 161004	210-41320.580 TRAVEL	27.00	7543	10/06/16
38340	09/28/16	MINUTEMAN TRUCKS INC VF ANNUAL LADDER SERVICE 208678	210-42220.432 VEHICLE MAINTENANCE	4151.29	7544	10/06/16
21255	09/22/16	PEACE AND JUSTICE CENTER BL training 9222016PJ	210-45551.500 TRAINING, CONFERENCES, DU	150.00	7552	10/06/16
25140	09/20/16	PIKE INDUSTRIES INC ST pavement maintenance 890531	210-43120.610 PAVEMENT MAINTENANCE	586.80	7556	10/06/16
18010	09/20/16	REYNOLDS & SON, INC. VF helmet front 3284190	210-42220.612 UNIFORMS, BOOTS, ETC	48.60	7560	10/06/16
37965	09/12/16	S D IRELAND CONCRETE ST sidewalk Lincoln St 58154	210-43120.570 SIDEWALK AND CURB MAINTEN	299.25	7575	10/06/16
03180	09/21/16	SAFETY SYSTEMS OF VT LLC ST fix fire alarm 16342	210-43110.434 MAINT. BUILDINGS/GROUNDS	125.00	7577	10/06/16
29835	09/18/16	SHERWIN-WILLIAMS VF paint 74459	210-42220.434 MAINT. BUILDINGS/GROUNDS	45.97	7586	10/06/16
40840	09/15/16	SOVERNET COMMUNICATIONS VF telephone 3673153	210-42220.535 TELEPHONE SERVICES	101.61	7589	10/06/16
40840	09/15/16	SOVERNET COMMUNICATIONS ST phone 3677358	210-43110.535 TELEPHONE SERVICES	35.54	7589	10/06/16

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V2124	09/10/16	STAPLES ADVANTAGE VA PWD/CD/ADMIN SUPPLIES 3314418546	210-43110.610 SUPPLIES	155.88	7592	10/06/16
V2124	09/10/16	STAPLES ADVANTAGE VA PWD/CD/ADMIN SUPPLIES 3314418546	210-41970.610 SUPPLIES	50.10	7592	10/06/16
V2124	09/10/16	STAPLES ADVANTAGE VA PWD/CD/ADMIN SUPPLIES 3314418546	210-41320.610 SUPPLIES	101.73	7592	10/06/16
V2124	09/10/16	STAPLES ADVANTAGE ADCDPWD admin supplies 8040897026	210-41320.610 SUPPLIES	101.73	7592	10/06/16
V2124	09/10/16	STAPLES ADVANTAGE ADCDPWD admin supplies 8040897026	210-41970.610 SUPPLIES	50.10	7592	10/06/16
V2124	09/10/16	STAPLES ADVANTAGE ADCDPWD admin supplies 8040897026	210-43110.610 SUPPLIES	155.88	7592	10/06/16
V25261	09/30/16	SWING PEEPERS BL YOUTH PROGRAM MW678916	210-49345.000 LIBRARY DONATION EXPENDIT	700.00	7595	10/06/16
14800	09/01/16	TECH GROUP INC AD/VD SEPT MANAGED SERVIC 71757	210-41320.340 COMPUTER EXPENSES	477.04	7597	10/06/16
14800	09/01/16	TECH GROUP INC AD/VD SEPT MANAGED SERVIC 71757	210-41970.340 COMPUTER EXPENSES	234.96	7597	10/06/16
14800	10/03/16	TECH GROUP INC VF ARUBA WIRELESS SUPPORT 71968	210-42220.570 MAINTENANCE OTHER	37.00	7597	10/06/16
12890	09/15/16	U S BANK WW BOND P 2014-3+2015-5 09152016	210-47116.000 CAPITAL IMP PRINCIPAL	141900.00	7603	10/06/16
12890	09/15/16	U S BANK WW BOND P 2014-3+2015-5 09152016	210-47216.000 CAPITAL IMP - INTEREST	41115.25	7603	10/06/16
36130	09/18/16	VERIZON WIRELESS VA CELL PH/DATA 8/19-9/18 9772173665	210-41970.535 TELEPHONE SERVICES	40.01	7604	10/06/16
36130	09/18/16	VERIZON WIRELESS VA CELL PH/DATA 8/19-9/18 9772173665	210-42220.535 TELEPHONE SERVICES	160.04	7604	10/06/16
V10238	09/27/16	VT AIR TESTING SVC CD NOISE MON 8/30 354	210-15101.000 EXCHANGE - GENERAL	515.00	7607	10/06/16
V10238	09/27/16	VT AIR TESTING SVC CD NOISE MON 8/31 355	210-15101.000 EXCHANGE - GENERAL	552.50	7607	10/06/16
V10238	09/27/16	VT AIR TESTING SVC CD NOISE MON 9/1 356	210-15101.000 EXCHANGE - GENERAL	627.50	7607	10/06/16
V10238	09/27/16	VT AIR TESTING SVC CD NOISE MON 9/2 357	210-15101.000 EXCHANGE - GENERAL	515.00	7607	10/06/16
V10238	09/29/16	VT AIR TESTING SVC DV NOISE MON 9/3 358	210-15101.000 EXCHANGE - GENERAL	627.50	7607	10/06/16
V10238	09/29/16	VT AIR TESTING SVC DV NOISE MON 9/4 359	210-15101.000 EXCHANGE - GENERAL	665.00	7607	10/06/16
29825	09/22/16	VT GAS SYSTEMS VA 8/19-9/21 natural gas 15154	210-45551.623 HEATING/NATURAL GAS	69.98	7610	10/06/16
29825	09/22/16	VT GAS SYSTEMS VA 8/19-9/21 natural gas 15154	210-43110.623 HEATING/NATURAL GAS	70.51	7610	10/06/16
29825	09/22/16	VT GAS SYSTEMS VA 8/19-9/21 natural gas 15154	210-41940.623 HEATING/NATURAL GAS	61.63	7610	10/06/16
29825	09/22/16	VT GAS SYSTEMS VA 8/19-9/21 natural gas 15154	210-42220.623 HEATING/NATURAL GAS	56.64	7610	10/06/16
02535	09/28/16	WESCO RECEIVABLES VF BATTERIES 053294	210-42220.610 SUPPLIES	40.20	7621	10/06/16

10/11/16
02:20 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17014 Current Prior Next FY Invoices for Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 10/06/16 To 10/06/16 & Fund 2

Page 5 of 7
LMorrisseau

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
31545	COSTCO #314	09/26/16 SC misc for center , trip 160926D	225-45122.610 OPERATIONAL SUPP/EXP	78.59	7482	10/06/16
31545	COSTCO #314	09/26/16 SC misc for center , trip 160926D	225-45122.810 TRIP EXPENSES	31.84	7482	10/06/16
31545	COSTCO #314	09/28/16 SC CAKE & ITEMS FOR CENTR 160928D	225-45122.614 PROGRAM EXPENSES	15.49	7482	10/06/16
31545	COSTCO #314	09/28/16 SC CAKE & ITEMS FOR CENTR 160928D	225-45122.812 MEAL SITE EXPENSES	18.99	7482	10/06/16
31545	COSTCO #314	09/28/16 SC CAKE & ITEMS FOR CENTR 160928D	225-45122.610 OPERATIONAL SUPP/EXP	28.82	7482	10/06/16
37715	INTEGRITY COMMUNICATIONS	09/09/16 SC/LH phone system change 32211	225-45122.430 REPAIRS & MAINTENANCE	40.00	7528	10/06/16
14740	SWISH WHITE RIVER LTD	09/12/16 sc paper towels W137768	225-45122.610 OPERATIONAL SUPP/EXP	102.85	7596	10/06/16
31275	DON WESTON EXCAVATING INC	09/06/16 VR MULTIUSE PATH THRU 9/2 PAY AP2	230-46801.006 MULTI-USE PATH NORTH	147240.95	7485	10/06/16
36240	DUBOIS & KING, INC.	08/11/16 VR CRES CNTR THRU 8/4/16 816010	230-46801.008 CRESCENT CONNECTOR	27081.61	7486	10/06/16
36240	DUBOIS & KING, INC.	09/22/16 VRCRES CNTRDESGN THRU9/15 916304	230-46801.008 CRESCENT CONNECTOR	10986.75	7486	10/06/16
12000	LAMOUREUX & DICKINSON INC	08/31/16 VR AUG MISSIN LINK DESIGN 43444	230-46801.007 PEARL ST. LINKING SIDEWAL	194.07	7534	10/06/16
23485	YIPES! AUTO ACCESSORIES	09/23/16 RS truck #3 vont visors 119988	231-43131.161 4WD PICKUP - TRK #3	57.00	7625	10/06/16
40025	E J PRESCOTT INC	09/23/16 VW WRAP AROUND BAR 5147540	254-43200.430 WATER LINES MAINT-BREAKS	182.39	7487	10/06/16
23215	ESSEX EQUIPMENT INC	09/28/16 VW SUPPLIES MARKING PAINT 106195290001	254-43200.610 SUPPLIES	140.92	7494	10/06/16
18000	FERGUSON WATERWORKS #590	09/20/16 VW curb stop tops 0719055	254-43200.610 SUPPLIES	286.16	7502	10/06/16
07010	GREEN MOUNTAIN POWER CORP	09/21/16 VA Sept consolidated bill 09160206201	254-43200.622 ELECTRICAL SERVICE	52.12	7521	10/06/16
40640	POLLARD WATER	09/23/16 VW HYDRANT PAINT 0055481	254-43200.614 DISTRIBUTION MATERIALS	425.63	7557	10/06/16
29835	SHERWIN-WILLIAMS	09/21/16 W hydrant painting 76165	254-43200.614 DISTRIBUTION MATERIALS	75.35	7586	10/06/16
38760	TI-SALES INC	09/26/16 VW3A water meters 2 inch 0070222	254-43330.002 METER REPLACEMENT PROGRAM	980.89	7599	10/06/16
12890	U S BANK	09/15/16 WW BOND P 2014-3+2015-5 09152016	254-43330.005 SERIES 3 BOND INTEREST	6693.18	7603	10/06/16
12890	U S BANK	09/15/16 WW BOND P 2014-3+2015-5 09152016	254-22501.000 SERIES 3 BOND	23100.00	7603	10/06/16
29825	VT GAS SYSTEMS	09/22/16 VA 8/19-9/21 natural gas 15154	254-43200.623 HEATING/NATURAL GAS	37.73	7610	10/06/16
05290	ADVANCE AUTO PARTS	09/19/16 WW gasket mtl 1722	255-43200.570 MAINTENANCE OTHER	21.36	7444	10/06/16
05290	ADVANCE AUTO PARTS	09/20/16 WW pb blaser and bulbs 8258	255-43200.570 MAINTENANCE OTHER	31.38	7444	10/06/16
V10655	AQUAFIX (THE BUGMAN)	09/20/16 WW FILTER FLY CONTROL 19506	255-43200.619 CHEMICALS	4064.33	7447	10/06/16

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11375	09/12/16	CASELLA WASTE SYSTEMS INC WW 1.08 ton grit 693530	255-43200.565 GRIT DISPOSAL	165.37	7463	10/06/16
23455	09/21/16	CHITTENDEN SOLID WASTE DI WW 117.48 TONS 20168-ESS	255-43200.568 SLUDGE MANAGEMENT	10557.45	7470	10/06/16
21210	09/21/16	CINTAS CORP #2 WW SAFETY CABINET SERVICE 5006073539	255-43200.610 SUPPLIES	169.70	7473	10/06/16
11870	09/25/16	CVC PAGING WW ANNUAL ALPHA NUMERIC 143-8786943	255-43200.535 TELEPHONE SERVICES	105.00	7484	10/06/16
40025	09/22/16	E J PRESCOTT INC WW/SA MH COVERS & FLANGE 5144650	255-43200.570 MAINTENANCE OTHER	361.55	7487	10/06/16
V10734	09/21/16	ENCORE ESSEX JUNCTION SOL WW September solar 1609WWTP	255-43200.622 ELECTRICAL SERVICE	2969.11	7491	10/06/16
06870	09/15/16	ENDYNE INC WW weekly TKN 212505	255-43200.577 CONTRACT LABORATORY SERVI	25.00	7492	10/06/16
06870	09/21/16	ENDYNE INC WW quarterly eff metals 212945	255-43200.577 CONTRACT LABORATORY SERVI	63.00	7492	10/06/16
06870	09/27/16	ENDYNE INC WW WEEKLY TKN 213435	255-43200.577 CONTRACT LABORATORY SERVI	25.00	7492	10/06/16
07010	09/22/16	GREEN MOUNTAIN POWER CORP WW 8/22-9/21 wwtf 09160132407	255-43200.622 ELECTRICAL SERVICE	8718.11	7521	10/06/16
V1423	09/23/16	MAHER CORPORATION WW chem feed pump prts 24058	255-43200.570 MAINTENANCE OTHER	2738.57	7538	10/06/16
12265	09/21/16	RICOH USA, INC WW JUL OCT LEASE 97556364	255-43200.610 SUPPLIES	115.94	7563	10/06/16
05265	09/18/16	TESTAMERICA LABORATORIES, WW sludge split QA/QC 20029437	255-43200.577 CONTRACT LABORATORY SERVI	454.50	7598	10/06/16
12890	09/15/16	U S BANK WW BOND P 2014-3+2015-5 09152016	255-22501.001 RECVRY ZONE ECON DEV BOND	60000.00	7603	10/06/16
12890	09/15/16	U S BANK WW BOND P 2014-3+2015-5 09152016	255-43330.001 RZEDB Interest	22795.50	7603	10/06/16
12890	09/15/16	U S BANK WW BOND P 2014-3+2015-5 09152016	255-43330.001 RZEDB Interest	1316.64	7603	10/06/16
36130	09/18/16	VERIZON WIRELESS VA CRLI PH/DATA 8/19-9/18 9772173665	255-43200.535 TELEPHONE SERVICES	182.69	7604	10/06/16
V10524	09/30/16	VERMONT- DEC/STATE OF// WW LICENSE 594 RENEWAL 093016D	255-43200.500 TRAINING, CONFERENCES, DU	125.00	7605	10/06/16
29825	09/22/16	VT GAS SYSTEMS VA 8/19-9/21 natural gas 15154	255-43200.623 HEATING/NATURAL GAS	761.19	7610	10/06/16
40025	09/22/16	E J PRESCOTT INC WW/SA MH COVERS & FLANGE 5144650	256-43220.002 WEST ST PS COSTS	446.16	7487	10/06/16
40025	09/22/16	E J PRESCOTT INC WW/SA MH COVERS & FLANGE 5144650	256-43200.430 SANITATION LINES MAINTENA	912.95	7487	10/06/16
07010	09/21/16	GREEN MOUNTAIN POWER CORP VA Sept consolidated bill 09160206201	256-43220.002 WEST ST PS COSTS	498.52	7521	10/06/16
07010	09/21/16	GREEN MOUNTAIN POWER CORP VA Sept consolidated bill 09160206201	256-43220.001 SUSIE WILSON PS COSTS	456.60	7521	10/06/16
07010	09/21/16	GREEN MOUNTAIN POWER CORP VA Sept consolidated bill 09160206201	256-43200.622 ELECTRICAL SERVICE	754.75	7521	10/06/16
38760	09/26/16	TI-SALES INC VWSA water meters 2 inch 0070222	256-43330.002 METER REPLACEMENT PROGRAM	1961.78	7599	10/06/16

10/11/16
02:20 pm

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Check Warrant Report # 17014 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 10/06/16 To 10/06/16 & Fund 2

Page 7 of 7
LMorrisseau

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24770	09/22/16	TROWEL TRADES SUPPLY, INC WW MORTAR & PORTLAND 238117	256-43200.430 SANITATION LINES MAINTENA	59.24	7602	10/06/16
29825	09/22/16	VT GAS SYSTEMS VA 8/19-9/21 natural gas 15154	256-43200.623 HEATING/NATURAL GAS	46.63	7610	10/06/16
29825	09/22/16	VT GAS SYSTEMS VA 8/19-9/21 natural gas 15154	256-43220.002 WEST ST PS COSTS	42.07	7610	10/06/16
29825	09/22/16	VT GAS SYSTEMS VA 8/19-9/21 natural gas 15154	256-43220.001 SUSIE WILSON PS COSTS	41.19	7610	10/06/16
Report Total				553631.30		



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Village of Essex Junction

**FY2016 ANNUAL REPORT
VILLAGE of ESSEX JUNCTION**

The Chittenden County Regional Planning Commission (CCRPC) is a political subdivision of the State created by the municipalities of Chittenden County in 1966 for the development of policies, plans and programs that address regional issues and opportunities in Chittenden County. Its vision is to be a pre-eminent, integrated regional organization that plans for healthy, vibrant communities, economic development, and efficient transportation of people and goods while improving the region's livability. The CCRPC serves as the region's federally designated metropolitan planning organization (MPO) and is responsible to all citizens of the region to ensure the implementation of the best regional and transportation plan for Chittenden County. The CCRPC also provides technical and planning assistance to its member municipalities and the Vermont Agency of Transportation (VTrans).

The CCRPC is governed by a 29-member board consisting of one representative from each of the County's 19 municipalities; transportation representatives from VTrans, Chittenden County Transportation Authority (CCTA), Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Burlington International Airport (BIA), and a rail industry representative; and at-large members representing the interests of agriculture; environmental conservation; business; and housing/socio-economic. The legislative body of each Chittenden County municipality selects its own representative and alternate. The full Commission selects the at-large representatives.

The CCRPC celebrated its 50th anniversary in 2016 and appreciates the continued opportunity to work with its municipal members to plan appropriately for the region's future to protect and improve the special quality of life that is shared throughout Chittenden County. In FY16, the CCRPC invested more than \$4.7 million in regional land use, transportation, emergency management, energy, natural resources, public engagement, training, and technical assistance. The program leverages nearly \$4.3 million in Federal and State investment with \$245,000 in municipal dues and another \$200,000 in local match for specific projects—a **9:1 return on investment**.

Village of Essex Junction representatives to the CCRPC Board and other committees in FY16 were:

- CCRPC representative – Daniel Kerin
- CCRPC alternate – Andrew Brown
- Transportation Advisory Committee (TAC) – Robin Pierce
- Planning Advisory Committee (PAC) – Robin Pierce

Specific activities the CCRPC is engaged in with the Village of Essex Junction, as well as some of CCRPC's regional activities, are discussed in the following sections.

VILLAGE of ESSEX JUNCTION ACTIVITIES

In FY2016, the CCRPC provided assistance to Village of Essex Junction on the following projects and initiatives:

- **Essex Junction Train Station** – Completed the scoping study for access and circulation improvements adjacent to the Amtrak station in Essex Junction. CCRPC staff worked to refine the design concepts, reviewed the Assessment of Transportation Alternatives report, organized a final public meeting and presentation and finalized the scoping report. \$38,500 total consultant costs for this multi-year project.
- **Municipal Plan Implementation Assistance** – Provided support for the renewal of the Village Center Designation, and for a new application for a Neighborhood Development Area designation.
- **GIS/Mapping** – Updated the Village Center Designation map for the renewal application.
- **Byways** – Finalized and installed the informational panels at the Railroad Avenue kiosk to support the implementation of the Lake Champlain Byway program and facilities. Developed the Lake Champlain Byway Story map - <http://map.ccrpcvt.org/lcbyway/>
- **Traffic Counts** – The CCRPC conducted 16 roadway (AADT) counts in support of Essex Junction's transportation projects and studies (<http://vtrans.ms2soft.com/>).

Essex Junction Projects in the Transportation Improvement Program (TIP)

The TIP (<http://www.ccrpcvt.org/our-work/our-plans/transportation-improvement-program/>) is a prioritized, multi-year list of transportation projects in Chittenden County. To receive federal funds, each transportation project, program or operation must be authorized through the TIP. Burlington projects included in the TIP are listed below. These projects are also identified in the FY2016 Vermont Agency of Transportation Capital Program for design or construction.

- **Creek Condominiums Stormwater Project** – \$220,000 project funded with a 2016 TA award of \$142,456 to construct a gravel wetland for runoff from Creek Condominiums and portions of Village Road. Construction scheduled for 2017.
- **Crescent Connector Road** – \$7.2 million for the construction of a new road between VT2A and VT 117 (CIRC Alternative Phase I project). Rail upgrades scheduled to begin in 2016 and the project will be completed in 2018.
- **Pearl Street Improvements** – \$2.1 million for improvements from Post Office Square to 5-Corners (CIRC Alternative Phase II project). Construction scheduled to begin in 2017.
- **Multi-Use Safety Path** – \$500,000 funded by a 2016 TA grant of \$250,000 to construct a path from Central Street to North Street. Project to be completed in 2016.
- **Paving VT 15 and VT 117** – \$3.2 million for paving Class 1 Town Highway Routes on the National Highway System in Essex Junction. Contract was awarded in 2016 with project completion in 2017.
- **Paving VT 2A** – \$1.5 million to pave non-NHS Class 1 Town Highways in Essex Junction. Contract was awarded in 2016 and project to be completed in 2017.

REGIONAL ACTIVITIES

- **50th anniversary** – The CCRPC celebrated its 50th anniversary throughout 2016, and hosted an event as part of its annual meeting in June, during which over 80 representatives of municipal, regional, and state government gathered to celebrate – including guest speaker Governor Peter Shumlin. CCRPC staff also developed a timeline that highlights some significant milestones, events, and other happenings throughout Chittenden County and beyond over the last 50 years. (<http://www.ccrpcvt.org/about-us/news/ccrpc-timeline/>)
- **Legislative Forum** – Hosted the 2nd annual Legislative Breakfast in December as a forum for a short, focused conversation with local legislators and municipal representatives on key issues and high interest topics important to area municipalities for the 2015-2016 legislative session, including: smart growth, water quality, and municipal shared services. (<http://www.ccrpcvt.org/event/chittenden-county-municipal-legislative-breakfast/>)
- **ECOS Plan Annual Report** – The [2015 Annual Report](#) is a summary that highlights a number of regional accomplishments, trends, and high priority actions. The ECOS Plan is the combined Regional Plan, Metropolitan Transportation Plan, and Comprehensive Economic Development Strategy for Chittenden County. The ECOS Scorecard is our online platform that hosts the ECOS Partners' shared measurement system that monitors how Chittenden County is doing with regard to achieving our shared ECOS goals. (<https://app.resultsscorecard.com/Scorecard/Embed/8502>) The ECOS Plan was updated to better address a few state requirements on May 18, 2016. (<http://www.ccrpcvt.org/our-work/our-plans/ecos-regional-plan/>)
- **Supporting the STEM Industry Cluster and Young Professionals** – CCRPC examined these issues and produced a white paper in June 2016. This white paper explains the important role that the STEM cluster and young professionals play in the County's economy; examines the current conditions of the STEM cluster and young professionals in Chittenden County; explores the building blocks necessary for growing the STEM cluster economy; and offers suggestions for future work that can be undertaken by the CCRPC to help support the STEM economy. (<http://www.ccrpcvt.org/our-work/economic-development/>)
- **Emergency Management** – CCRPC, with Local Emergency Planning Committee 1 (LEPC 1 <http://www.ccrpcvt.org/about-us/committees/local-emergency-planning-committee/>), served as a key conduit between the City and the State in sharing damage assessment information after disasters, helped with emergency preparedness for hazardous materials incidents, hosted workshops on a wide array of emergency preparedness topics, and facilitated Incident Command System training.
- **All-Hazards Mitigation Plan** – CCRPC staff, in consultation with municipal staff, have been working to develop the 2016-2021 Chittenden County Multi-Jurisdictional All-Hazards Mitigation Plan along with individual Hazard Mitigation Plans for each municipality. These plans outline key municipal actions to address and mitigate against common hazards such as severe rainstorms and flooding. In addition to providing individual assistance to each of the member

municipalities, the CCRPC helped to facilitate the Hazard Mitigation Plan Committee to develop comprehensive countywide mitigation strategies. (<http://www.ccrpcvt.org/our-work/emergency-management/hazard-mitigation-plan/>)

- **Transportation Demand Management** – The CCRPC, along with regional and state partners, continued hosting **Go! Chittenden County**, a one-stop-shop for information and advice about our region’s transportation resources (www.gochittendencounty.org). The CCRPC continues promoting the annual **Way to Go! Challenge** (www.waytogovt.org) to encourage sustainable transportation (non-single occupant vehicle travel) and demonstrate the environmental and financial benefits. The CCRPC also launched the **Travel Smarter** platform and campaign, a trip planner that provides a side-by-side comparison of the time, costs, distance, and calories associated with driving, biking, walking, and taking the bus. (www.TravelSmarterVT.org)
- The **Intelligent Transportation System Plan** was adopted in January 2016 and describes how to best use telecommunications and technology to boost the efficiency of the transportation system and provide timely information on travel options. (<http://www.ccrpcvt.org/wp-content/uploads/2016/01/ITS-Plan-Update-Architecture-Final.pdf>)
- **Regional Active Transportation Plan** – The CCRPC is updating the Regional Pedestrian-Bicycle Plan to identify and make recommendations for a comprehensive, connected, accessible and safe regional network for walking and biking. (<http://www.ccrpcvt.org/our-work/our-plans/regional-bikeped-plan/>)
- **Diversity & Equity** – The CCRPC continues to use the **2014 Public Participation Plan (PPP)** to guide our focus on diversity and equity in all projects. (<http://www.ccrpcvt.org/our-work/our-plans/public-participation-plan/>)
- **Regional Technical Assistance** – Includes transportation technical assistance, GIS mapping, model municipal plans, bylaw and ordinance revisions, Act 250 application reviews, grant administration, build-out analyses, orthoimagery acquisition, and improving the VT Online Bridge and Culvert Inventory Tool (<http://www.vtculverts.org/>).
- **Education & Training** – The CCRPC held the Planning Commissioners’ Summit, Green Infrastructure trainings, and hosted a Regional Highway Safety Forum with VTrans. We continued hosting meetings and online webinars open to municipalities and regional partners covering topics such as: Equity Issues in Transportation Planning; Achieving Multimodal Networks: Applying Design Flexibility and Reducing Conflicts; Complete Streets policies; VOBCIT/VTCulverts (<http://www.vtculverts.org/>); and the entire 12-webinar series from the Associate of Pedestrian and Bicycling Professionals.
- **Byway** - Developed the Lake Champlain Byway Story map - <http://map.ccrpcvt.org/lcbyway/>
- **Neighbor Rides** – Since Spring 2013, CCRPC has been investing in Neighbor Rides to integrate volunteer drivers into human services transportation in order to increase access to transportation for seniors and persons with disabilities by offering a lower-cost mode of transport. (<http://www.unitedwaynwvt.org/Neighbor-Rides>)
- **Opioid Alliance** – The CCRPC was asked to serve as the backbone for the Chittenden County Opioid Alliance and hired a Program Director. The Opioid Alliance is a unique commitment from

state, local government, and non-profit leaders to put forth a comprehensive mutually reinforcing approach to reducing opioid abuse and the ancillary burdens they bring to our community. (<http://www.ecosproject.com/chittenden-county-opioid-alliance>)

- **Building Homes Together** – The CCRPC, Champlain Housing Trust and Housing Vermont are leading a coordinated campaign to strengthen Chittenden County communities by building 3,500 homes by 2021 for people of all incomes, including 700 affordable homes. This campaign began in spring 2016. (<http://www.ecosproject.com/building-homes-together>)
- **Clean Water Advisory Committee** – The CCRPC formed the Clean Water Advisory Committee (CWAC) to oversee CCRPC activities and policy development regarding but not limited to, the Vermont Lake Champlain TMDL Plan and its related plans and programs.

For further information about the CCRPC please visit <http://www.ccrpcvt.org/> or contact CCRPC Executive Director, Charlie Baker, cbaker@ccrpcvt.org, 802-846-4490 x23.



MEMORANDUM

September 29, 2016

TO: Chittenden County Select Boards, City Councils, and Village Trustees
FROM: Charlie Baker, Executive Director
CC: Municipal Managers/Administrators/Clerks, Police Chiefs, & Fire Chiefs
RE: **Regional Dispatch Study**

I want to inform you of a new initiative being facilitated by CCRPC at the request of several of our municipalities: the Chittenden County Regional Dispatch Implementation Study. This study is being conducted in response to municipal budget pressures, technology changes, potential changes in state dispatching model and/or charges, and recognition that certain services – such as emergency dispatching – might be provided better to the public utilizing a more regionalized approach.

A sub-committee made up of a few Chittenden County municipal managers and emergency services directors, who are being organized by CCRPC staff member Lee Krohn, are actively working on this study. At this point in time, the participating municipalities are: Milton, Colchester, Essex, Shelburne, South Burlington, Williston, Burlington, Winooski, and Richmond. We recently hired DELTAWRX, a national consulting firm with a proven track record with regional dispatch implementation work. We plan to be done with this study within 6 months.

This is not a new issue, as many of you know. This effort will not only take advantage of all previous work completed on this topic, but it will also bring new energy, fresh insights, and the most innovative industry-wide best practices, as we look at how to implement emergency dispatching using a more regional approach.

There is no pre-determined outcome. Project materials, meeting agendas and minutes are being posted at <http://www.ccrpcvt.org/our-work/emergency-management/regional-dispatch/>. We promise to keep you abreast every step of the way. If you have questions, please do not hesitate to contact me or Lee Krohn (lkrohn@ccrpcvt.org or 846-4490 x30).



Chittenden County Regional Energy Plan

Project Overview

CCRPC, as well as other regional planning commissions, are working with the Vermont Department of Public Service to develop Regional Energy Plans for their regions. These regional energy plans are intended to advance the State's Comprehensive Energy Plan's goals *while being consistent with local and regional needs and concerns*. The goals of the Vermont Comprehensive Energy Plan are to:

1. Weatherize 80,000 Vermont homes by 2025
 - a. Intermediate goal of 60,000 homes by 2017
2. Get 90% of Vermont's energy from renewable sources by 2050
 - a. Intermediate goal of 25% of energy from renewable sources by 2025, including 10% of transportation energy
 - b. Intermediate goal of 40% of energy from renewable sources by 2035
3. Reduce total Vermont energy consumption by more than 1/3 by 2050
 - a. Intermediate goal of 15% reduction by 2025

The Chittenden County Regional Energy Plan will be a roadmap for Chittenden County to meet those goals of energy consumption reduction, weatherization of homes and in-region renewable energy production. CCRPC is working with the Vermont Energy Investment Corporation (VEIC) as they develop estimates of how much energy will need to be produced in Chittenden County, predominantly from solar and wind.

Act 174, Energy Standards and "Substantial Deference"

The Regional Energy Plan must meet standards for energy planning that are currently being developed by the Department of Public Service. Act 174 (signed into law in 2016) states that if a regional or local plan is found to meet these standards, the plan is eligible for a "Determination of Energy Compliance." If a plan has received a "Determination of Energy Compliance" the plan will be given substantial deference' in the Public Service Board's Section 248 process. The following definition of substantial deference has been established in Act 174 for this purpose:

"The Board shall give **substantial deference** to the land conservation measures and specific policies contained in a duly adopted regional and municipal plan...[meaning] that a land conservation measure or specific policy shall be applied in accordance with its terms unless there is a clear and convincing demonstration that other factors affecting the general good of the State outweigh the application of the measure or policy."

Once CCRPC's Regional Energy Plan has received a Determination of Energy Compliance (around June 2018), we can evaluate municipal plans for compliance with the energy standards and issue Determinations of Energy Compliance. Municipalities who wish to incorporate the energy standards into their plans and seek a Determination of Energy Compliance before the completion of the Regional Energy Plan can seek a Determination of Energy Compliance directly from the Department of Public Service until July 1, 2018.

Energy Generation Mapping

The Regional Energy Plan must plan for Chittenden County to produce a significant portion of the energy we use by 2050. To plan for this energy production, the Regional Energy Plan will contain maps of the areas within the county that may be appropriate for wind and solar generation. CCRPC staff are in the process of visiting municipal planning commissions over the next month to discuss these maps and local and regional constraints on renewable energy development. In many cases, planning commissioners have also invited energy committees and conservation commissions to participate.

For more information on what has been discussed with your town, please see the PowerPoint presentation we have tailored for your community: http://www.ccrpcvt.org/wp-content/uploads/2016/08/EssexJunctin_RegionalEnergyPlanningPresentation_20160831.pptx

We are required to send draft maps to the Department of Public Service on December 1, 2016. We have asked your planning commissions to coordinate with other community groups to ensure that the map of energy generation resources for your community includes constraints that have already been identified by your community. Please visit our website for more information, including an online map viewer showing the layers of your municipality's draft map in detail and a memo describing the process of adding constraints: <http://www.ccrpcvt.org/our-work/environment-natural-resources/energy/>. This information will be available by the end of September.

Schedule

- September 2016: Outreach to Planning Commissions; CCRPC Energy Subcommittee first meeting.
- October 2016: Projections of future energy use and production goals completed.
- November 2016: Regional and Local Energy Standards released by Department of Public Service; feedback from municipalities on local constraints due; first draft of energy production maps created.
- May 2017: First draft of Regional Energy Plan completed, draft distributed for feedback
- December 2017: Local and State review of draft plan completed; revisions completed
- February 2018: Regional Energy Plan adopted by CCRPC
- June 2018: 2018 Chittenden County ECOS Plan (included adopted Regional Energy Plan) adopted by CCRPC

Questions or Feedback?

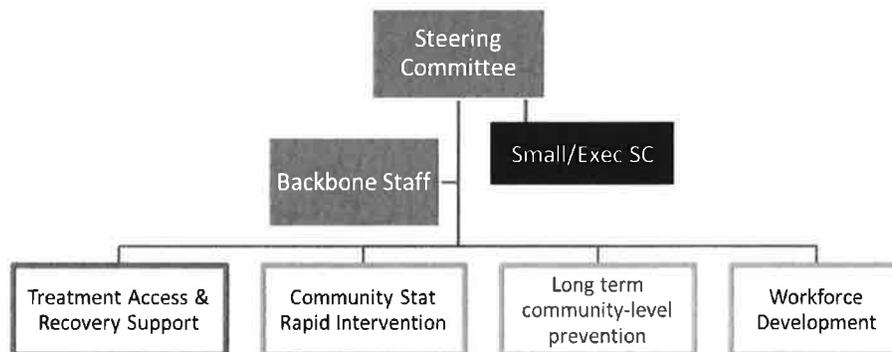
Melanie Needle, Senior Planner
mneedle@ccrpcvt.org
(802) 846-4490 ext. *27

Emily Nosse-Leirer, Planner
enosse-leirer@ccrpcvt.org
(802) 84604490 ext. *15

The Chittenden County Opioid Alliance (CCOA) includes representatives from state and local government, law enforcement, businesses, health care, non-profits and residents who have agreed to come together and work on reducing the opioid abuse and the burdens it brings to our community, through a Collective Impact model. This model is based on 5 components. 1. Every person/group that is part of the Alliance will have a common agenda, 2. There are shared outcomes/measurements, 3. Constant communication between Alliance members and 4. Activities performed, by each individual or organization, reinforce and support the common agenda. There are 2 staff members, CCOA Project Director and Data Manager, who facilitate and coordinate the Alliance. They are called the Backbone Staff, the 5th component of the Collective Impact model, and provide structure and oversight of the Alliance.

Background: Recognizing a persistent need and our community readiness, in January of 2016, a group of state and community partners proposed to more effectively organize our Chittenden County response to the opioid crisis. The proposal brought together the existing efforts to address the complex causes and effects of opioid addiction under one strategic umbrella structure- the Chittenden County Opioid Alliance. The Alliance will coordinate and measure the impacts of the work we do together. CCOA is funded by a three-year, \$100,000 per year grant from The UVM Medical Center. This grant has been matched with a donation to the United Way of Northwest Vermont from the Stiller Family Foundation and a State Innovation Model fund grant through the Green Mountain Care Board.

Structure & Roles: The Alliance is organized into four structural components: Steering Committee, Small/Executive Steering Committee, Backbone Staff, and Action Teams. The Steering Committee will act as a decision and policy-making group with the goal of creating solutions identified by the work of Action Teams and is made up of executive leaders from state and city government, business, and community organizations. Committee members include leaders from the State's Attorney's Office, VT Department of Health, Agency of Human Services, Chamber of Commerce, Howard Center, and many others. The Small/Executive Steering Committee, is made up of a few of the members of the Larger Steering Committee and help make decisions in the interim of the Large Steering Committee, who meets quarterly.



Action Teams: There are 4 Action Teams and each one has a particular focus based on separate strategies. Each team is made up of many local organizations and community members, and each team will communicate with and be represented on the Steering Committee. The four Action Teams are: 1. Treatment Access and Recovery Support, 2. CommSTAT (Burlington Police Department's Rapid Response model), 3. Long-term Community-level Prevention and 4. Workforce Development.

Treatment Access and Recovery Support

Led by the Howard Center and UVM Medical Center, this team will identify the systemic barriers that must be overcome to expand access to treatment and recovery services and eliminate the current waitlist in Chittenden County. This work is closely connected with the existing Opioid-Task-Force that meets weekly to address individual case need and supported by the Jeffords Institute.

Co-chairs:

- Bill Keithcart, UVM MC Day One Treatment Program
- Catherine Simonson, Howard Center

Community STAT Rapid Intervention

Led by the City of Burlington, the Burlington Police Department and the Agency of Human Services Burlington District, this Action Team will provide coordination of effort among law enforcement, public health & safety and human service providers to better address the fallout of Opioid Addiction in Chittenden County. This will be accomplished through an adaptation of a "Community Stat" management tool model to share data, information and performance improvement across disciplines. The Community Stat data driven model incorporates four components:

- Timely & accurate intelligence & information
- Effective tactics
- Rapid deployment of resources
- Relentless follow-up & assessment

Key partners include the Department for Children and Families, the judicial systems, probation and parole staff in the Department of Corrections, and treatment partners at UVM Medical Center and the Howard Center. Supported by the City of Burlington Policy Coordinator and the CCOA Data Manager.

Co-chairs:

- Brandon delPozo, Burlington Police Department
- Jane Helmstetter, Agency of Human Services, Burlington

Community-level Prevention

Led by the Department of Health and the Chittenden Prevention Network, this Action Team will enlist the existing Substance Abuse Prevention Coalitions in the county to bring additional evidence-informed, environmental and individual prevention strategies to our area, with an increased focus on opioids. The team will increase awareness of skills and strategies to prevent substance abuse and to reduce the age of onset of first use. Strategies may include training of team partners about best practice to implement evidence-informed environmental and individual prevention strategies, while using and strengthening existing organizations and resources in Chittenden County community to increase the public education.

Co-chairs:

- Heather Danis, VT Department of Health
- Mariah Sanderson, Chittenden Prevention Network & Burlington Partnership for a Healthy Community

Workforce Development

Led by Vocational Rehabilitation and by the Howard Center, this Action Team will assess the current workforce capacity of all relevant agencies to identify the gaps, overlaps and barriers in providing and supporting substance abuse prevention, treatment services and recovery. This team will also offer immediate, mid-term and long-term recommendations and strategies to increase partner organizations' staff capacity to address opioid related challenges. This team will also work with Chittenden County businesses to encourage and facilitate hiring people in recovery, some with felony convictions, so these individuals can become productive members of the community and achieve financial stability for themselves and their families.

Co-chairs:

- Dana Poverman, Chittenden Clinic, Howard Center
- Nicole Clements, Creative Workforce Solutions, Vocational Rehabilitation

For more information, please contact:

Cathy Aikman, Project Director, caikman@ccrpevt.org, 802-861-0138



Building Homes Together

A campaign to strengthen Chittenden County communities

Our community is suffering from a housing shortage. It shows up in a variety of ways: Employers are having a difficult time hiring, people are paying too much in rent, people end up having to buy housing further away from their jobs, and there aren't enough housing options available for all parts of the market.

Join Champlain Housing Trust, Housing Vermont, and the Chittenden County Regional Planning Commission in a coordinated campaign to build 3,500 homes by 2021 for people of all incomes, including 700 affordable homes. This effort will grow our economy in a healthy, sustainable way and will support tax revenues to invest in our community, environment, and social services.

We need more housing. (Now.)



Lack of housing stymies job growth.
Percentage of Chittenden County businesses that identified housing as the #2 obstacle to job growth.



A low vacancy rate means housing is not available.
Rental vacancy rate in the county is far too low at 1.5% (a healthy rate is 3-5%). This low supply makes it extremely difficult for renters to find a good home. The condo market has gotten tighter for two years straight. We also frequently hear it's very difficult to find a single family home in the \$200-\$300k range.



Workers leave the county to find more affordable homes.
While the number of jobs has remained steady, there are 7,329 fewer workers living in Chittenden County now than in 2002. Only 65% of county employees lived here in 2014, down from 75% in 2002, indicating a lack of available, affordable homes.



We need quality and affordability.
30% of homeowners spend more than 50% of their income on housing. A retired couple receiving the standard Social Security benefit spends more than 60%.



We're not building enough to meet demand.
While we build an average of 450 homes per year, this does not meet the current demand due to shrinking household size and population growth.



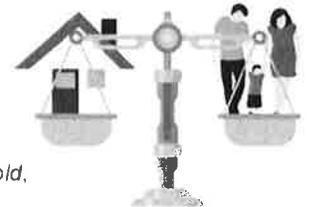
We need to build 700 new homes each year to increase availability and affordability.

This increase will establish a healthier housing market so residents have more available and affordable options, workers can stay in the county, and obstacles to job growth are reduced.

The benefits of 'more' are extensive.

Quality, affordable housing:

Helps create a stable environment for children and improves educational performance and achievement.



Reduces exposure to lead, mold, and other harmful pathogens.



Is proven to improve health outcomes, especially for children and in homeless populations.



Helps the economy: Employers identify the lack of housing options as a barrier to employee recruitment. For every 10 apartments developed, 12 construction-related jobs are created and 3 local jobs are sustained.

Where more housing is built matters.

Chittenden County has a regional goal: To ensure at least 80% of new development occurs in planned growth areas – which is why housing is often located in our downtowns.

There are many benefits to this trend:

Preserves our environment.



Focusing over 80% of development in urban areas means the rural and natural landscapes of Vermont are better preserved for recreation, agriculture, tourism, and the environment Vermont is famous for.

Helps our families.



When work and school are located nearby and the need for longer commutes is reduced; this means more opportunity for family involvement

Saves us money.



When what we need is nearby, we spend less on transportation. Living and working in an urban area also results in more customers supporting our existing sewer, water, and other public services – helping to keep costs lower.

Makes the air cleaner.



Greenhouse gas emissions from transportation contribute the highest percentage of Chittenden County's overall emissions (48%). The less we drive, the cleaner the air.

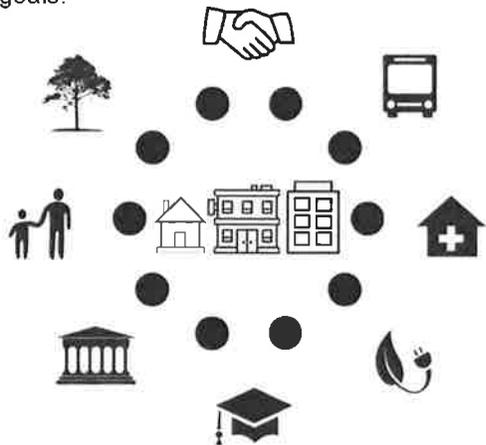
Improves transportation choices.



When communities support development and growth within defined centers near access to transit and sidewalks, residents, employees and visitors have a greatly reduced need to drive their cars – or even own a car at all.

It'll take policy changes.

Businesses, hospitals, governments and nonprofits are connecting the dots between housing access and their own goals.



Our municipalities and the State are promoting smart growth and density for healthy communities by updating zoning, reforming Act 250, and providing tax incentives. This is a start, but it's not enough.

We need to look more closely at options to reduce costs, like:

Supporting projects in permitting

Support providing homes to the full extent of the zoning, by not decreasing the unit count during the permit review process.



Inclusionary zoning

Zoning that makes sure housing is created to serve all needs.

Housing trust funds

Housing trust funds receive ongoing dedicated sources of public funding to support the preservation and production of affordable housing.



Regulatory reform

Improve the process and increase certainty for good projects.

We'll need more capital.

Building 3,500 homes together will require access to more and new forms of capital.



The estimated amount of public and private investment it will take in the below-market side to produce 700 affordable homes is 150-175 million.

We need to look closely at:



Avoided costs, and how increasing the availability of housing in the right locations reduces homelessness, lowers healthcare costs, reduces environmental impacts, and decreases the numbers of families in crisis



VHCBC

Fully funding the Vermont Housing and Conservation Board



Using tax increment financing to support housing-related infrastructure



Increasing State bonding for capital and infrastructure investments



Working with institutions, businesses and philanthropy to invest in housing and connect the dots among the economy, housing, and community well-being



Creating avenues for social investment financing

We'll need to educate and advocate – together.

By working together, we can move toward a regional housing market that serves people of all backgrounds and incomes, supports business needs and economic growth, and reduces homelessness. We need:



To provide the public with the most accurate and up-to-date data to explain the region's critical needs and the measurable benefits behind new sustainable development.



To examine how the tax revenue from new housing can be a benefit to municipal and school finances.



Cross-sector and public support for good housing projects so we can build the approved numbers of units per development -- not just a fraction of them.



To provide educational resources for municipalities, employers, and other stakeholders to assist with handling public inquiry and opposition.

The time to act is now.

For more information and to get involved, please contact:

Kenn Sassorossi

Housing Vermont

kenn@hvt.org

Chris Donnelly

Champlain Housing Trust

chris@champlainhousingtrust.org

Regina Mahony

Chittenden County Regional
Planning Commission

rmahony@ccrpcvt.org

Memorandum

To: Essex Junction Trustees
Patrick C. Scheidel, Municipal Manager
From: Greg Duggan, Assistant Town Manager GSD
Re: Update on Thoughtful Growth In Action
Date: October 5, 2016

Issue

The issue is whether the Trustees will hold a joint meeting with the Essex Selectboard to discuss next steps in pursuing the Thoughtful Growth in Action (TGIA) recommendation to move to a Joint Planning Commission and two Development Review Boards.

Discussion

The Selectboard and Trustees have met with their respective planning commissions and zoning boards of adjustment to discuss TGIA recommendations. The boards had planned to use the results of those discussions to guide a joint meeting between the Selectboard and Trustees.

The Trustees met with the Village Planning Commission and Zoning Board on July 25, 2016. The group consensus was to support more coordinated planning, with attention paid to the following issues:

- Populating new boards with the right people, with balanced Town/Village representation on the Joint PC
- Improving public participation, communication, and education about transition process, as well as general planning and development issues
- Training for board members
- Allowing the Village and Town centers to complement each other while retaining their distinct identities
- Governance changes should be made thoughtfully and fairly

At the Selectboard meeting on July 11, 2016, board members and commissioners raised the following issues:

- Timetable for transition
- Clarity on roles of Joint PC, DRBs
- What happens to existing Comprehensive Plans/Regulations/Land Development Code?
- Staffing
- Clarity on benefit for Town and Village, particularly in areas of affordable housing, energy efficiency, etc.
- Ensuring communication and collaboration between PC and DRBs
- Looking at examples of other, similar towns that have gone through transitions (ZBA to DRB; Joint PC)
- Training for board members on new roles
- Compatibility of existing comp plans, and when a single vision for Essex will be laid out by a single PC
- Changes in relationship with RPC

- Legislative and charter requirements and restrictions

On Oct. 3, the Selectboard voted unanimously to meet with the Trustees to discuss next steps in adopting TGIA recommendations.

Cost

None.

Recommendation

It is recommended that the Trustees authorize staff to schedule a joint meeting with the Essex Selectboard to review and approve a timeline for transitioning to a Joint Planning Commission and two Development Review Boards.



TO: Village Trustees and Pat Scheidel, Village Manager
FROM: Darby Mayville, Community Relations/Economic Development Assistant DEM
DATE: October 6, 2016
RE: Website RSS Feed

Issue

The issue is whether or not the Village should purchase a daily RSS feed service for the Village website.

Discussion

The Village Trustees have expressed an interest in improving communications to make it easier for residents to be engaged in municipal business. As a result of this objective, staff have been exploring a variety of options to fulfill this goal.

Our current website service provider, Ecopixel has offered to develop a new feature that will automatically send an email whenever a new document (meeting minutes or agenda) is posted to any of the board pages on the Village website. Anyone who is interested would be able to sign up to receive an e-mail for the board(s) that they wish the get information on.

E-mails will be sent out once per day, and only when new content is available. The account will utilize the Village's existing Mail Chimp account for the actual e-mail delivery.

We believe that this feature will help residents stay more connected to the activities of the board(s) in which they are most interested in. Should this item be approved, staff will publicize this new service on Facebook, Front Porch Forum, and the Village website.

Ecopixel will provide all necessary training to staff.

Cost

The development cost of this program is \$600, which will include all related programming, design, training, and configuration work. The ongoing service charge will be \$20/month. Funding for the development cost, and the ongoing service charge for the current fiscal year, will come from the Trustee's line item in the budget. Funding for all subsequent years will come from the communications line item in the budget.

Recommendation

It is recommended that the Trustees approve the development and ongoing maintenance of a daily RSS feed for all Village boards and committees.



MEMORANDUM

TO: Village Trustees
FROM: Pat Scheidel, Municipal Manager
DATE: October 11, 2016
SUBJECT: Trustees Meeting Schedule

TRUSTEES MEETING SCHEDULE/EVENTS

October 25 at 6:30 PM – Regular Trustees Meeting

November 8 at 6:30 PM – Regular Trustees Meeting

- **Adopt Warning for Special Village Meeting on Dec. 13 for UMD vote**

November 22 at 6:30 – Regular Trustees Meeting

- **Schedule FYE 18 Budget Day in December**

December 9, 6-8 PM, Village Tree Lighting and Train Hop

December 13, 7 AM to 7 PM – Special Village Meeting/Australian ballot voting for UMD at Essex High School

December 13 at 6:30 – Regular Trustees Meeting

December 27 at 6:30 – Regular Trustees Meeting

**TOWN OF ESSEX AND VILLAGE OF ESSEX JUNCTION
SHARED SERVICES SUMMARY**

2013-14

Administration

- Shared Municipal Manager

Finance

- Combined tax bill

Storm Water

- Sharing of storm water permitting/management costs
 - Established Joint Storm Water Policy Coordination Committee/joint staff support
-

2014-15

Shared Services Assessment Study Report accepted by both boards in Sept. 2014.

Administration

- New Town Director of Administrative Services

Finance

- Shared Finance Director
- Shared Treasurer
- Combined Finance team/cross training of Town and Village employees
- Shared bank account
- Shared General Ledger and Chart of Accounts
- Combined accounts payable functions
- Cash receipts on the same system
- Shared accounts receivable module

**TOWN OF ESSEX AND VILLAGE OF ESSEX JUNCTION
SHARED SERVICES SUMMARY**

2015-16

Finance

- Combined payrolls on one system
- Consolidated the location of all Finance personnel at 81 Main Street
- Went out to bid for one auditor for FYE 16

Public Works

- Incorporated a portion of the Village highway budget to Town highway budget
- Joint Public Works Director
- Began phased-in consolidation of shared services over multi-year period
- Joint Communications Plan for Shared Public Works Management
- Joint plan entitled Handling of Requests for Service/Complaints
- Joint Winter Operations Plan
- Assistance from the Village to cover sidewalk clearing along a portion of VT117
- Joint required safety training
- Single paving bid for Town and Village
- VTRANS Class 2 Paving grant application prepared for Village by Town staff
- Sharing of equipment for specific project needs such as leaf hauling, salt mixing and catch basin cleaning
- Joint effort for equipping vehicles with GPS locators

Storm Water

- Joint hiring of two interns for summer data collection with assistance by WWTF summer interns
- Joint development of required Sunderland and Indian Brook Flow Restoration Plans
- Village Water Quality Superintendent monitoring the progress of the Clean Water Act 64
- Joint storm water training on equipment and cooperative installation of testing equipment/data collection
- Joint use of equipment to clean catch basins
- Grant application preparation by Town staff for separate Town and Village grants
- Lowered Town catch basin cleaning costs through use of Village Vector Truck

**TOWN OF ESSEX AND VILLAGE OF ESSEX JUNCTION
SHARED SERVICES SUMMARY**

2016-17

Administration

- Shared Clerk

Finance

- Shared auditor for the FYE 16 audit
- Process payroll under one Federal ID

Public Works

- Continuation of shared services as outlined in 2015-2016
- Joint See-Click-Fix software implemented for request-for-service/complaints
- Successful grant application by Town staff resulted in additional paving for Village
- Pre-winter inspection of Village trucks using Town hoist to inspect under vehicles with assistance from the Town mechanic (underway)
- Preliminary development of plans for partial utility services (water and sanitation) consolidation (underway)
- Development of a single road management plan for maintenance of roads in the Town and Village with Town staff, Hamlin Engineering and CCRPC participating in the work (field work approximately 75% complete)
- Preparation of a periodic report to each Board on the status of key projects in each community and collective projects affecting both communities
- Overview by Public Works Director of Village and Town Highway Budgets
- Periodic meetings of Public Works Director, Town Engineering staff, Hamlin Engineers, Village Public Works and Storm water staff to share information and provide updated project status

Storm Water

- Continuation of shared services as outlined in 2015-2016
- Preparation of Flow Restoration Plan Implementation and Financial Plan for both communities
- Submittal of common basis for handling of expired permits in the Town and the Village
- Applied and secured Village and Town VTRANS Flow Restoration Grants via Public Works

Community Development

- Thoughtful Growth in Action (TGIA) report rolled out to Trustees, Selectboard, Town and Village Planning & Zoning Boards



MEMORANDUM

To: Pat Scheidel, Municipal Manager, Village Trustees, Town Selectboard
From: Doug Fisher, Director of Administrative Services, Lauren Morrisseau, Finance Director/Assistant Manager
Date: September 19, 2016
Re: Finance Department progress in combining services

The following Finance operations have been combined at this time:

The Town and Village have a combined property tax bill
The Town and Village share a bank account
The Town and Village share a Finance Director
The Town and Village share a General Ledger and Chart of Accounts
The Town and Village have combined AP functions (one set of checks, all checks run at the same time)
The Town and Village enter cash receipts on the same system
The Town and Village are sharing a Treasurer in practice if not in name
The Town and Village share an Accounts Receivable module
The Town and Village have a combined Finance team.
The Town and Village went out to bid for one auditor and will share an auditor for the FYE16 Audit.
The Town and Village Finance Team is under one roof at the Town offices
The Town and Village are processing payroll on the same system.

Future goals for the combining of Finance/Administration operations:

- New Town Bookkeeper to be trained to process both Village and Town Payroll
- On January 1, 2017 combine Village and Town payroll under one Federal ID which will cut down on time to process payroll, file payroll taxes, and produce W2s.
- Merge and share financial policies such as purchasing and investment policies.
- Move the Village Utility (Water/Sewer) onto the Town Accounting system in FYE17 or later
- Combined human resources function.
- One Clerk/Treasurer for both municipalities as of January 2017.
- Combined purchasing.
- Technology upgrades made with an eye toward compatibility/shared IT infrastructure
- Move Village onto Town Network and servers which will reduce overhead for hardware, software, and professional services.

**VILLAGE OF ESSEX JUNCTION
ZONING BOARD OF ADJUSTMENT
MINUTES OF MEETING
September 20, 2016**

MEMBERS PRESENT: Tom Weaver (Chair); Bruce Murdough, Aaron Martin, Jim Moody, Martin Hughes.
ADMINISTRATION: Robin Pierce.
OTHERS PRESENT: Lori Echols, Diane Tardy, Elaine Sharrow, Harvey Sharrow.

1. CALL TO ORDER and AUDIENCE FOR VISITORS

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

2. ADDITIONS/AMENDMENTS TO AGENDA

There were no changes to the agenda.

3. SIGN ETHICS POLICY

The ZBA members reviewed and signed the policy.

4. MINUTES

July 19, 2016

MOTION by Aaron Martin, SECOND by Bruce Murdough, to approve the July 19, 2016 minutes as written. VOTING: unanimous (5-0); motion carried.

July 25, 2016

MOTION by Aaron Martin, SECOND by Jim Moody, to approve the July 25, 2016 minutes as written. VOTING: unanimous (5-0); motion carried.

5. ELECTION OF OFFICERS

Chair

MOTION by Bruce Murdough, SECOND by Aaron Martin, to nominate Tom Weaver as Chair of the Zoning Board of Adjustment. There were no other nominations. VOTING: unanimous; motion carried.

Tom Weaver is Chair of the Essex Junction Zoning Board of Adjustment.

Vice Chair

MOTION by Aaron Martin, SECOND by Tom Weaver, to nominate Bruce Murdough as Vice Chair of the Zoning Board of Adjustment. There were no other nominations. VOTING: unanimous; motion carried.

Bruce Murdough is Vice Chair of the Essex Junction Zoning Board of Adjustment.

6. PUBLIC HEARING

The function of the Zoning Board as a quasi-judicial board and the hearing procedure were explained. Individuals to give testimony before the Board were sworn in.

Appeal of Administrative Officer's decision to issue a zoning permit for additional stone base of approximately 12 inches to an existing driveway at 149 West Street in the MF-2 District by Lori Dion Echols

Lori Echols, Diane Tardy, and Harvey Sharrow appeared on behalf of the appeal.

Submittals:

- Appeal Application, dated 8/5/16
- Letter from Lori Dion Echols, dated 8/5/16, re: Appeal of Permit for 149 West Street
- Zoning Permit Application for 149 West Street
- Zoning Permit (#81) for 149 West Street
- Site Plan (hand drawn)
- Google Maps Picture of 149 West Street
- Staff Report on the Appeal, dated 9/20/16

STAFF REPORT

The Zoning Board received a written staff report on the appeal, dated 9/20/16. Robin Pierce explained the owner of the property at 149 West Street got a permit to add stone to the driveway. There was at least ten or 12 inches of gravel added. A permit was issued after the fact because there was more driveway coverage after the stone was installed. The appellant, Lori Echols, was worried about flooding on her property at 159 West Street (adjacent to 149 West Street). There has been flooding on the property before on the other side of the lot and the village tried to fix the problem. The appellant was concerned the added driveway stone would increase the flooding. A survey done of the property at 149 West Street shows some of the appellant's property (half the deck) is on the adjoining property. There is also a swale.

APPELLANT TESTIMONY

Lori Echols, 159 West Street, described her property across from St. Lawrence Church and surrounded by four hills some of which are quite steep, and mentioned the flooding of her basement that occurred last year (the first time in 28 years) due to lack of attention from the village in rectifying the runoff into her yard from West Street. Ms. Echols said she was concerned when she saw the large amount of gravel being brought to the neighboring property and being spread with a bucket loader, and worried that the change in the landscaping would create a problem with flooding in her basement. Ms. Echols said she repeatedly approached Mr. Sharrow who owns the property at 149 West Street about the work and went to the village office because there was not a permit posted to describe the work that was being done. Ms. Echols said she wanted her concern about her basement on the record. The damage from the flooding last year was expensive. Ms. Echols said she also wants peace with her neighbors.

Tom Weaver said the appellant needs to provide evidence of the claim that an error was made in issuing the permit. Ms. Echols said the permit should have been more specific

with regard to the extent of the work. Diane Tardy added Lori Echols went to the village to ask about a permit for the work and the waiting period and found that a permit was not issued and due process was not done to express concerns.

Tom Weaver asked why a permit is needed for the driveway work. Robin Pierce explained after review of the site it was evident the size of the driveway was increased so a permit was issued. Tom Weaver said according to the letter from the appellant more than 12 inches of gravel was put in that could increase storm water infiltration on the appellant's property. Proof is needed that what was done will result in more drainage on the appellant's property. Robin Pierce pointed out the permit states runoff from the property cannot be increased. Aaron Martin said the permit is violated if the runoff is increased.

Diane Tardy said Lori Echols wanted her concern known and would have expressed that concern if there was opportunity. Lori Echols said being boxed in by four hills makes it critical that everything done is so there is no more water than has been in the yard. Ms. Echols said she panicked when she saw more and more stone being brought in and wanted the property owner to be considerate of her concern.

APPELLEE TESTIMONY

Harvey Sharrow, owner of 149 West Street, said he started repair of the driveway that has been in place for 40 years. Water was draining into the garage and the tenants living in the house were complaining about mud. The driveway was very steep and dangerous and the south side was badly washed out. Only winter sand, not hardpan, was found under the driveway which had to be dug out and replaced with gravel. The driveway was also tapered. The drainage has always been to the south (toward the garage). With the tapering the runoff will go to the swale at the back of the property. The side of the driveway on the Echols side was built up to direct runoff away from the property. Mr. Sharrow said he tried to explain this to Lori Echols.

Tom Weaver asked if the driveway was expanded. Mr. Sharrow said he did not expand the driveway.

Tom Weaver asked if the permit was posted. Mr. Sharrow said he did not see the need to post a permit and knew if there was a problem where it would come from. Tom Weaver asked Robin Pierce if Mr. Sharrow was told to post the permit. Robin Pierce confirmed this.

Bruce Murdough asked if the driveway was made larger than what it was before. Mr. Sharrow said no.

Lori Echols said the driveway slopes where the tenant's boat is parked, but up on the hill closer to West Street the land slopes toward her yard so the runoff will go into her yard before going into the ditch at the bottom of the driveway. Harvey Sharrow said the street department put in a water bar at the top of the driveway so no street water can come down the driveway. The tenant complained the water bar is high and catches on the

bottom of their car. The watershed is about 15'. Mr. Sharrow said he would like to skim coat with surepac. Tom Weaver advised getting a permit for the work.

There was no further testimony.

MOTION by Martin Hughes, SECOND by Aaron Martin, to close the public hearing on the appeal of the permit for 149 West Street. VOTING: unanimous (5-0); motion carried.

DELIBERATION/DECISION

Appeal of Permit for Additional Stone Base at 149 West Street by Lori Echols

There was discussion of posting the permit after the work was done and that the permit states there cannot be runoff onto adjoining property. The intention of the property owner of 149 West Street was to put a coat on the driveway, but then the work got more involved. The driveway tapers onto the appellee's property and all the setbacks are made. Gravel is pervious, but all driveways are considered part of lot coverage per the Land Development Code. The appellee did not see a need to post the permit because the work was already done. The appeal was filed within the 15 day appeal period.

FINDINGS OF FACT:

1. The Administrative Officer issued a zoning permit (#81) for additional stone base of approximately 12" to an existing driveway at 149 West Street in the MF-2 District.
2. The zoning permit was issued on July 22, 2016, and in accordance to Section 502.A.4(a) all permits must be posted in a location visible from the street and remain posted until the development is complete.
3. The appellant appealed the permit within the 15 day period.
4. The letter from the appellant, dated 8/5/16, suggests there was much more than 12" of stone and fill.
5. The appellant suggested the new height of the driveway increases the potential of storm water flowing onto her property.
6. The appellant said that the appellee did not post the zoning permit and the permit was secured after the work was done.
7. The appellee communicated with the village prior to doing the work and was told if the size of the driveway is not increased then a permit is not needed.
8. Permit #81 states the appellee cannot increase runoff onto the abutting property.

MOTION by Martin Hughes, SECOND by Aaron Martin, based on the Findings of Fact the Zoning Board denies the appeal of Administrative Officer's decision to issue a zoning permit for additional stone base of 12" to an existing driveway at 149 West Street. VOTING: unanimous (5-0); motion carried.

7. OTHER BUSINESS

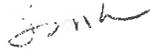
None.

8. ADJOURNMENT

**MOTION by Jim Moody, SECOND by Aaron Martin, to adjourn the meeting.
VOTING: unanimous (5-0); motion carried.**

The meeting was adjourned at 6:50 PM.

RScty: M.E. Riordan



**VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE
MINUTES OF MEETING
October 4, 2016**

MEMBERS PRESENT: Andrew Brown (Chairman); Rick Hamlin, Kevin Collins, Amber Thibeault, Tim Dall.
ADMINISTRATION: Lauren Morrisseau, Village Finance Director & Assistant Manager.
OTHERS PRESENT: None.

1. CALL TO ORDER

Chairman Andrew Brown called the meeting to order at 6 PM and welcomed new member, Tim Dall.

2. AGENDA

MOTION by Kevin Collins, SECOND by Rick Hamlin, to approve the agenda as amended. VOTING: unanimous (5-0); motion carried.

3. PUBLIC COMMENTS

None.

4. RE-RANK OUTSTANDING PROJECTS

A – Abnaki Avenue

Project consists of road reconstruction (no water line or sidewalk work) from South Summit to Algonquin. Original project estimate done in 2003. Revised ranking: 33.

H – Central Street

Project consists of rebuilding the roadway, replacing the undersized water line, curbing, and sidewalk from Lincoln St. to Main St. Original project estimate done in 2005. Revised ranking: 50.

I – Church Street & L – Grant Street

Both projects consist of replacing the undersized water line and overlay of approximately 650' of roadway. Original project estimates done in 2005. Revised ranking for each: 30.

J – Densmore Drive

Project consists of rebuilding 100' of roadway, sidewalk, and replacing two culverts. Original project estimate done in 2005. Revised ranking: 34.

O & P – Iroquois Ave.

Project consists of reconstructing the road from the sub-base up including storm drain work from South Summit to Park St. Original project estimate done in 2001. Revised ranking: 34.

Q – Lamoille Street

Project consists of replacement of undersized water line and road rebuild. Original project estimate done in 2005. Revised ranking: 41.

S – North Street

Project consists of replacing the undersized water line and rebuilding the roadway including curbing. Original project estimate done in 2005. Revised ranking: 42.

T – Old Colchester Road

Project consists of extending the municipal sewer line from Autumn Pond Way to the town/village boundary line. Original project estimate done in 2008. Revised ranking: 48.

Current capital project list:

- Hillcrest sidewalk construction, FY18
- Railroad Avenue water line, FY18
- Algonquin Avenue water line loop, FY19
- Pearl Street water line, FY21 (235 Pearl Street to Susie Wilson Road)
- Central Street water line, FY22

5. APPROVE MINUTES

September 6, 2016

MOTION by Rick Hamlin, SECOND by Kevin Collins, to approve the 9/6/16 minutes as written. VOTING: 4 ayes, one abstention (Tim Dall); motion carried.

6. NEXT MEETING/AGENDA

Next meeting: November 1, 2016 at 6 PM

Agenda: Continue Re-Ranking Projects as Needed

7. ADJOURNMENT

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

The meeting was adjourned at 7:25 PM.

RScty: MERiordan



MEMORANDUM

TO: Pat Scheidel, Municipal Manager *Smk*
FROM: Susan McNamara-Hill, Village Clerk/Treasurer
DATE: October 5, 2016
SUBJECT: Essex Community Parks & Recreation Board member election

Issue

The issue is to provide information about the upcoming election for members of the proposed new Essex Community Parks & Recreation Board.

Discussion

The Town of Essex and Village of Essex Junction will be voting on December 13, 2016 on the question of whether or not to enter into an agreement for the formation of the Essex Community Parks and Recreation. If the vote passes, three members of the Board of Directors will also be elected at the December 13, 2016 election. In order to get their names on the ballot, interested candidates will need to file a petition to the municipal clerk by November 7, 2016. Each petition must contain at least 30 valid signatures.

The candidates on the ballot will be:

- Town of Essex
 - 1 three year term (must live in the Town outside the Village)
 - 1 one year term (Town-wide –inside or outside Village)
- Village of Essex Junction
 - 1 three year term (must live in the Village)

The remaining two members of the five member board will be appointed by the respective legislative bodies after the election.

It should also be noted that residents of the Village of Essex Junction will be given both the Village ballot and the Town ballot for voting.

Cost

There is no additional cost associated with this issue.

Recommendation

No action is required, information only.



RECEIVED

SEP 22 2016

Village of Essex Junction

September 19, 2016

Dear Member,

Thank you for your continued support of the Lake Champlain Regional Chamber of Commerce.

We exist to help our members succeed whether that's through sending new customers your way; advocating on your behalf at the local, state and federal levels; offering programs and services that simplify your work, or engaging in efforts to grow our economy.

On the back of this letter, you'll find updates on what we accomplished in the past year and an overview of our most recent member survey results. We hope you find both informative and that you'll contact us with your thoughts and questions.

We are excited for what the next year will bring and appreciate your partnership as we work to make our region an even better place to live, work and do business. If you have thoughts on how we can improve, need help or have a question, please reach out.

Sincerely,

A handwritten signature in black ink that reads "Tom".

Tom Torti
President



2016 Update

2016 Member Survey

We recently surveyed members and want to share those results with you as we ask for your continued support. Here's what we heard:

- We represent small businesses. 84% of our members have less than fifty full-time employees.
- You care about our economy. 34% of our members chose "a growing economy" as the most important factor in your success.
- You want the legislature to support business growth. 72% of our members agreed that enacting legislation that encourages job growth and new business opportunities should be a primary focus of our legislators.
- You are committed to Vermont. Members took the time to share their thoughts on Vermont's biggest opportunities and how the Chamber can best serve you.

38% of members asked us to concentrate our resources on our work to expand private sector job creation and thriving businesses and another 26% chose our advocacy work to support a thriving, private sector economy. Your feedback is invaluable to us as we strive to improve our programs and offerings and focus our work on your priorities.

2016 Highlights

- We launched the Vermont Quebec Enterprise Initiative, hosting more than 75 Quebec businesses in Vermont and speaking to more than 100 in Quebec, as part of an effort to strengthen cross-border economic development opportunities.
- We worked with high school students in five area high schools exposing them to career opportunities and work readiness skills with the goal of growing our future workforce.
- We hosted our first 24 hour hackathon, bringing high school and college students as well as professionals together to hone their app development skills and remind everyone that our region is a place where tech thrives.
- We established the Professional Mentoring Program, bringing together seasoned professionals with mentees looking to develop a deeper connection to our community and take their career to the next level.
- We hosted the first-ever LaunchVT Collegiate business pitch competition - creating a place for college entrepreneurs to find support and a chance at capital.
- Our Vermont Convention Bureau division increased their sales - bringing meetings and events to Vermont - by 25% in the last two years and The Vermont Council on World Affairs doubled the number of international visitors they hosted - giving these foreign leaders a slice of what makes Vermont special.

Patty Benoit

Subject: FW: Local Input for Constraints on the Siting of Renewable Energy Generation Facilities
Attachments: Memo_CCRPCEnergyPlanMaps_20160926.pdf

From: Melanie Needle [mailto:mneedle@ccrpcvt.org]

Sent: Monday, September 26, 2016 12:46 PM

To: John Audy <jjaudy@winooski.vt.org>; dreher.zoning@gmail.com; rscoffey@winooski.vt.org; Heidi Racht <heidiracht@gmavt.net>; Jake Hemmerick (jhemmerick@town.milton.vt.us) <jhemmerick@town.milton.vt.us>; Ken Belliveau - Town of Williston (kbelliveau@willistonvt.org) <kbelliveau@willistonvt.org>; Paul Conner (pconner@s Burlington.com) <pconner@s Burlington.com>; Melissa Manka (planner@westfordvt.us) <planner@westfordvt.us>; Katherine Sonnicks (ksonnick@jerichovt.gov) <ksonnick@jerichovt.gov>; Alex Weinhagen (hinesburgplanning@gmavt.net) <hinesburgplanning@gmavt.net>; Dana Hanley (dhanley@essex.org) <dhanley@essex.org>; Dean Pierce (dpierce@shelburnevt.org) <dpierce@shelburnevt.org>; Sarah Hadd (shadd@colchestervt.gov) <shadd@colchestervt.gov>; Robin Pierce <robin@essexjunction.org>; David E. White <DEWhite@Burlingtonvt.gov>; Clare Rock - Town of Richmond (townplanner@gmavt.net) <townplanner@gmavt.net>; Andrew Strniste <astrniste@underhillvt.gov>; Daryl Benoit <dbenoit@townofcharlotte.com>; sbaker.sbs@gmail.com; Maggie Kerrin <stgeorgevtTA@gmail.com>; Town Administrator <stgeorgevtTA@gmail.com>; Heidi Racht <heidiracht@gmavt.net>; Carol Devlin <assistbolton@gmavt.net>
Cc: Sharon Murray - Bolton . <frontporch@gmavt.net>; keithepstein@gmail.com; Robin Pierce <robin@essexjunction.org>; 'Jeff Forward' <forward@gmavt.net>; Jim Donovan (jdonovan@gmavt.net) <jdonovan@gmavt.net>; imwren@aol.com; catherine.mcmains@gmail.com; Charles Baker <cbaker@ccrpcvt.org>; Emily Nosse-Leirer <enosse-leirer@ccrpcvt.org>; Regina Mahony <rmahony@ccrpcvt.org>
Subject: Local Input for Constraints on the Siting of Renewable Energy Generation Facilities

Hello All,

As part of CCRPC's work to develop a Regional Energy Plan, the CCRPC Energy Sub-Committee (cc'd) is asking for municipal input on local constraints that would likely prevent or limit renewable energy generation. This input will inform the identification of appropriate places for renewable energy generation facilities on the Regional Energy Plan's energy resource maps. Please see the attached memo which describes in detail the type of information requested. Feel free to also share this memo with the appropriate boards and commissions/committees in your town to ensure that all current policies are reflected in your response.

Please submit your comments to me by **November 1, 2016** as we need to submit draft maps to the Department of Public Service in December 2016 for their initial preliminary review of Chittenden County's potential renewable energy resource areas.

Also please check out the Regional Energy Plan web page [here](#) for additional information.

Thank you,
Melanie

Melanie Needle

Senior Planner

Chittenden County Regional Planning Commission

110 West Canal Street, Suite 202



TO: Selectboards, Planning Commissions, Energy Committees, and Conservation Commissions

FROM: CCRPC's Long Range Planning Energy Sub-Committee; Melanie Needle, Senior Planner, CCRPC

DATE: September 26, 2016

RE: Local Input for Constraints on the Siting of Renewable Energy Generation Facilities

Act 174 (signed into law in 2016) requires all regional planning commissions to develop an enhanced regional energy plan that will advance the State's Comprehensive Energy Plan goals and at the same time ensure that local and regional land use policies are being applied in the Public Service Board's (PSB) Section 248 process.

Act 174 requires the regional energy plan to meet standards and be approved by the Department of Public Service in order for the PSB to give regional plans "substantial deference" in 248 proceedings. According to Act 174, "Substantial deference" means that a land conservation measure or specific policy shall be applied in accordance with its terms unless there is a clear and convincing demonstration that other factors affecting the general good of the State outweigh the application of the measure or policy."

As part of this work, CCRPC is developing regional renewable energy resource maps. These maps are intended to illustrate areas where renewable energy development would be most appropriate based on a combination of the presence of renewable energy resources and the lack of environmental constraints. To ensure that these renewable energy resource maps accurately reflect where municipalities want to encourage renewable energy generation, **CCRPC is asking municipalities to weigh in with their input on local constraints by following the procedure outlined below.**

Two levels of constraint have been preliminarily identified by the State as defined below:

Level 1 Constraints: Ecological and physical conditions that would very likely **prevent** the development of renewable energy infrastructure based on existing development constraints and environmental regulations. Level 1 is proposed to include the following state-identified constraints: Vernal pool + 600 ft. buffer, River Corridors, FEMA Floodways, Rare and Irreplaceable Natural Areas, Transportation Infrastructure, Wetlands, Federal Wilderness Areas, and Agency of Natural Resources in Fee Simple Ownership.

Level 2 Constraints: Ecological and physical constraints that may make renewable energy generation **less feasible** but do not necessarily prevent development. Level 2 is proposed to include the following

state-identified constraints: Agricultural + Hydric Soils, FEMA Flood Zones, Conserved Land, Deer Wintering Areas, and Habitat Blocks.

Please use these same definitions of level 1 and level 2 constraints to identify municipal level constraints that should be considered for inclusion in developing the energy resource maps.

Please ensure that proposed local constraints represent policies that are currently in effect in your town plan goals, policies or strategies, maps and/or zoning regulations. We do recognize that some municipalities are currently undergoing town plan or zoning updates. If you anticipate a constraint being adopted by your municipality as part of a plan or zoning update, please let us know. Please note, as a guideline, that only adopted polices effective by May 2017 may be included.

Two web maps have been prepared for you to help guide your discussion. The draft Wind Energy Resource Web Map can be accessed [here](#) and the draft Solar Energy Resources Web Map can be accessed [here](#).

Each of the web maps contain data on potential energy resource areas before and after constraints are applied. The web maps also include the State-identified level 1 and level 2 constraints developed by the DPS and the Agency of Natural Resources. These state level constraints are subject to change as the DPS is currently drafting energy plan standards for issuing a determination of energy compliance as required under Act 174.

Please submit your comments to us by **November 1, 2016** as we need to submit draft maps to the Department of Public Service in December 2016 for their initial preliminary review of Chittenden County's potential renewable energy resource areas.

If you have questions or comments, please contact Melanie Needle, Senior Planner, by phone: 846-4490 ext. *27 or email: mneedle@ccrpcvt.org

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
September 27, 2016**

BOARD OF TRUSTEES: George Tyler (Village President); Dan Kerin, Andrew Brown. (Lori Houghton and Elaine Sopchak were absent.)
ADMINISTRATION: Lauren Morrisseau, Finance Director/Assistant Manager; Jim Jutras, Water Quality Director; Rick Jones, Public Works Superintendent; Rick Hamlin, Village Engineer.
OTHERS PRESENT: Tim Dall, Dennis Lutz, Jim Fay, Joe Duncan, Frank & Judy Naef, Diane Clemens, Anne Whyte, Dylan Giambatista, Cale Whitcomb.

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 CHANGES/APPROVAL

The following change(s) to the agenda were noted:

- Add to Reading File:
 - Email from Deb McAdoo, dated 9/25/16, re: building height limit in the village
 - Picture by REM Development of Flex-A-Seal leasing space on New England Drive, Town of Essex

MOTION by Dan Kerin, SECOND by Andrew Brown, to accept the agenda as amended. VOTING: unanimous (3-0); motion carried.

3. GUESTS, PRESENTATIONS, PUBLIC HEARINGS

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

2. Interview for Capital Program Review Committee

Tim Dall was interviewed for a position on the Capital Program Review Committee. George Tyler mentioned Mr. Dall helped with the design upgrade of the train station/CCTA bus stop. Mr. Dall spoke of past participation on professional engineering committees and his condo association board, and expressed interest in serving the community by serving on the Capital Program Review Committee.

4. OLD BUSINESS

1. Appointment to Capital Program Review Committee

MOTION by George Tyler, SECOND by Andrew Brown, to appoint Tim Dall to the Capital Program Review Committee. VOTING: unanimous (3-0); motion carried.

Announcement was made of the opening on the Tree Advisory Committee. The position is being advertised.

2. Sign Recreation Governance Study Committee Resolution
George Tyler confirmed all the Trustees have signed the resolution.

5. NEW BUSINESS

1. Status of Expired Storm Water Permits and Flow Restoration Plan

Dennis Lutz, Essex Public Works Director, explained the implementation plan for four storm water projects for Indian Brook. Two projects are under design. There is funding for two of the four projects, a grant application is in the works for the third project and money will be accrued each year in the capital plan for the fourth project (LDS Church). The Selectboard approved the implementation plan and financial plan which is due to the state by October 1, 2016.

Jim Jutras recognized the work done by town staff on the plans. It is anticipated all agreements will be signed for the expired permits in the village and the group will be submitted as one. The village and town are in good shape with regard to the permits. Private infrastructure may be leveraged to do additional work.

MOTION by George Tyler, SECOND by Dan Kerin, to authorize the Municipal Manager or his designee to sign Type 2 and Type 3 storm water agreements that are in accordance with the Expired Stormwater Permit Ordinance, and to authorize staff to submit Appendices 8 & 9 as presented for permit compliance. VOTING: unanimous (3-0); motion carried.

Andrew Brown asked if there are any issues the Trustees should be taking up with the state legislators to get a quicker response. Dennis Lutz said the state is overwhelmed with storm water management and dealing with TMDL and phosphorus issues so it has been frustrating to get guidance on the work mandated by the legislature.

Dan Kerin asked when the effects of the work will be seen. Jim Jutras said the town and village are close to attainment, but others are not meeting prescribed levels and the recourse is against MS4 permit holders or communities with waste water treatment plants. It is hoped agricultural will do its part. The village is always looking to do projects to reduce phosphorus by 25%, but it is unclear as to 25% of what. Dennis Lutz said a plan to remove phosphorus will be developed and grants/funding will be sought for the projects.

2. Champlain Water District Easement Request

Jim Jutras said CWD has a major line in the village by the waste water treatment plant and wants to relocate and reconstruct the meter vault closer to the road which means the easement needs to be widened on the westerly border.

MOTION by George Tyler, SECOND by Andrew Brown, to authorize the Municipal Manager to sign the revised easement for the Champlain Water District Cascade Street meter vault.

DISCUSSION: There was brief discussion of the proposed location. Joe Duncan, CWD, said the intent is to do the work in October 2016. There were no further comments.

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

3. Purchasing Policy Waiver

Jim Jutras explained one pump was installed at the treatment plant due to space constraints. If the pump fails the village has about 24 hours to get the compressor up and running. Staff is requesting a waiver of the purchasing policy to be able to purchase the same kind and model of pump for quick change-out if necessary.

MOTION by George Tyler, SECOND by Dan Kerin, to waive the Purchasing Policy bid provisions to allow the Waste Water Treatment Facility to purchase one RAS pump and one gas compressor of the same make and model as currently in operation at the facility. VOTING: unanimous (3-0); motion carried.

4. Request to Apply for Ecosystem Restoration Grant

Jim Jutras explained the application for a grant for the Fairview Drive/Main Street storm water project to enhance the area between the road and bike path for runoff retention space.

MOTION by George Tyler, SECOND by Andrew Brown, to authorize staff to proceed with Essex Public Works and prepare an Ecosystem Restoration Grant application for design and construction of the Fairview Drive/Main Street storm water project. VOTING: unanimous (3-0); motion carried.

5. Discuss Improvements to Park Terrace

Residents of Park Terrace discussed possible improvements to Park Terrace before winter to control traffic going the wrong way, truck traffic, and to increase safety including painting a bike/pedestrian path on the street so the road appears narrower, setting up a concrete barrier or pylon at the intersection of Park Terrace/School Street, or doing a bulb-out. Signs that clearly indicate the road is not a through road are needed. Dennis Lutz suggested gathering data on the number of cars traveling in the wrong direction on the street and when this is happening to better define the problem and solution. Turning radius on the corner and the ability to plow cannot be impeded by any barriers. A temporary structure could be put in place to see the results. Flags could be added to signs to draw attention. Speed bumps are an option though not well liked by residents.

Rick Hamlin mentioned speed tables would require a speed study to determine if the 85th percentile is exceeded before implementation. Speed tables/bumps are noisy for residents and make winter maintenance difficult. Stripping the road is fine until it snows. Mr. Hamlin advised before doing an engineering solution if people are not following the law and the proper signage is in place then enforcement by the police is needed. Police

presence could be focused on the general time most of the violations are occurring. Begin with enforcement of the law and then go to the other suggestions.

George Tyler stated any structure remedies should wait until the new buildings at 4 Pearl Street is operational. Rick Jones added the road will be resurfaced/patched once the project is done and inspection of the water and sewer is complete. Dan Kerin suggested taking a multi-faceted approach starting with signage and painting or a barrel with a blinking light at the intersection to see the effect.

Anne Whyte said heavy trucks over the weight limit continue to use Park Terrace and School Street. George Tyler noted deliveries are acceptable, but not routine use. Rick Jones added trash trucks must be able to serve their customers on the street. Judy Naef noted the weight limit sign and no parking sign are gone. Rick Jones said the signs can be replaced.

There was mention of the developer doing a traffic study after the project is complete and the building is 80% occupied. The Village Engineer will work with Essex Public Works to determine the number of people traveling the wrong way on Park Terrace and draft recommendations based on the data. George Tyler asked when the road will be fixed and striping done. Rick Jones said potholes and shimming will be done now. A complete road assessment is being done to determine the condition of roads in both the village and town. Rick Hamlin suggested getting the results of the study before doing any striping.

6. Update on Circumferential Highway Alternative Projects and Right-of-Way & Mitigation Site Management Plan

Dennis Lutz reported the Phase 1 circ alternative projects are funded and on schedule. These include the Route 2A/289 intersection in the town and the crescent connector (construction FYE18 with the goal to begin next construction season). Phase 2 projects are funded including 18 traffic signal upgrades and timing so the signals can “talk” to each other, Route 15/Sandhill Road intersection, Post Office Square intersection, and the path on Route 15 at Susie Wilson Road to Winooski. Phase 3 projects will be extended because the state is short on money.

There was discussion of the bike lane from West Street Extension to Susie Wilson Road and the state plan for right-of-way for the circ highway. Dennis Lutz said there is not much impact on the village and some impact on the town with right-of-way. The most impact is on Colchester and Williston.

6. MANAGER'S REPORT

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

- October 11, 2016
- October 25, 2016
- November 8, 2016
- November 22, 2016

* October 5-6, 2016 – VLCT Town Fair at CVE

- * October 10, 2016 – Work Session with Essex Selectboard (81 Main, 7 PM)
- * December 13, 2016 – Special Village Meeting/Australian Vote

2. Budget Schedule

A copy of the schedule for the FY18 budget and Capital Program was provided.

3. Letter from Ramona Sheppard

A letter was received from Ramona Sheppard clarifying she is not the leader of any movement opposing the unified recreation district, but is opposed to the current governance model.

7. TRUSTEES COMMENTS/CONCERNS & READING FILE

1. Board Member Comments

- George Tyler reported he attended the Unified School District meeting and presented the resolution regarding the village taking on EJRP if the unified recreation district is voted down by the community. The school district was relieved and grateful.

2. Reading File

- Minutes:
 - Tree Advisory Committee 9/6/16
 - Capital Program Review Committee 9/6/16
 - Bike/Walk Advisory Committee 9/19/16
- Letter to Carol Bennett 9/15/16
- Letter from Curt Carter, GBIC Vice President
- Letter to Editor of *Essex Reporter* from Elaine Sopchak
- Memo from Robin Pierce re: Sound Monitory for CVE Event

8. CONSENT AGENDA

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

1. **Approve Minutes of Previous Meetings 9/13/16**
2. **Expense Warrant #17011, dated 9/15/16, in the amount of \$7,300.76.**
3. **Expense Warrant #17012 dated 9/22/16, in the amount of \$343,181.52.**
4. **FYE 17 Budget Status Report as of 8/31/16**
5. **Street Banner Application from CVE for Hooked in the Mountains 10/9/-10/23/16**
6. **Essex Community Food Resource Guide**

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

9. ADJOURNMENT

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

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

The meeting was adjourned at 8:25 PM.

RScty: M.E. Riordan 

10/04/16
05:06 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17013 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 09/29/16 To 09/29/16 & Fund 2

Page 1 of 2
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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
12435	09/26/16	CHITTENDEN COUNTY FIRE MU VF training class 092616D	210-42220.500 TRAINING, CONFERENCES, DU	360.00	7412	09/29/16
25715	09/14/16	DONALD HAMLIN CONSULT ENG ST engineering 7/1-7/31 09141616819	210-43110.576 ENGINEERING SERVICES	348.75	7415	09/29/16
V0795	09/30/16	ESSEX TOWN OF AD 1/12 mgr contract 093016D	210-41320.150 MANAGER CONTRACT	5381.25	7418	09/29/16
05395	08/11/16	FLEETMatics USA LLC ST gps for trucks 1313863	210-43110.442 EQUIPMENT RENTALS	280.00	7419	09/29/16
V1208	09/01/16	JONES/RICK// ST app & Icloud & Ipad cs 090116D	210-43110.610 SUPPLIES	19.96	7420	09/29/16
26330	09/17/16	LAKE CHAMPLAIN CHAMBER AD LCRCC dues 16/17 60465	210-41335.811 ANNUAL SUPPORT OF ORGNIZA	750.00	7422	09/29/16
43320	09/21/16	SAMMEL SIGN CO VF refinish sign 5328	210-42220.434 MAINT. BUILDINGS/GROUNDS	750.00	7433	09/29/16
V9968	09/16/16	VISION SERVICE PLAN- VA Oct vision ins 10163023622	210-41335.210 HEALTH INS & OTHER BENEFIT	14.91	7437	09/29/16
V9968	09/16/16	VISION SERVICE PLAN- VA Oct vision ins 10163023622	210-43110.210 HEALTH INS & OTHER BENEFIT	50.72	7437	09/29/16
V9968	09/16/16	VISION SERVICE PLAN- VA Oct vision ins 10163023622	210-41320.210 HEALTH INS & OTHER BENEFIT	59.66	7437	09/29/16
V9968	09/16/16	VISION SERVICE PLAN- VA Oct vision ins 10163023622	210-45551.210 HEALTH INS & OTHER BENEFIT	89.48	7437	09/29/16
V9968	09/16/16	VISION SERVICE PLAN- VA Oct vision ins 10163023622	210-43151.210 HEALTH INS & OTHER BENEFIT	7.90	7437	09/29/16
V9968	09/16/16	VISION SERVICE PLAN- VA Oct vision ins 10163023622	210-41970.210 HEALTH INS & OTHER BENEFIT	29.83	7437	09/29/16
V10636	09/29/16	HEALTHEQUITY VA FSA expenses 160929	210-20214.000 FSA/DCA/HRA PAYABLE	125.07	16092904	09/29/16
21945	09/20/16	CURRAN NORMA SC trip refund 160922D	225-34702.000 SR CTR ACTIVITY FEES	70.00	7413	09/29/16
21570	09/09/16	PETTY CASH - LOU ANN PIOL SC Sr ctr events & progs 160926D	225-45122.614 PROGRAM EXPENSES	58.45	7429	09/29/16
21570	09/09/16	PETTY CASH - LOU ANN PIOL SC Sr ctr events & progs 160926D	225-45122.612 FUND RAISER EXPENSES	7.00	7429	09/29/16
21570	09/09/16	PETTY CASH - LOU ANN PIOL SC Sr ctr events & progs 160926D	225-45122.810 TRIP EXPENSES	40.83	7429	09/29/16
21570	09/09/16	PETTY CASH - LOU ANN PIOL SC Sr ctr events & progs 160926D	225-45122.610 OPERATIONAL SUPP/EXP	18.40	7429	09/29/16
14230	09/20/16	PREMIER COACH CO INC SC bus for Friesians trip F35926	225-45122.810 TRIP EXPENSES	1359.00	7431	09/29/16
12265	09/28/16	RICOH USA, INC SC monthly copier lease 97557166	225-45122.610 OPERATIONAL SUPP/EXP	83.74	7432	09/29/16
31275	08/26/16	DON WESTON EXCAVATING INC VW So Summit hydrant ins 9985	254-43200.614 DISTRIBUTION MATERIALS	13429.10	7414	09/29/16
V9968	09/16/16	VISION SERVICE PLAN- VA Oct vision ins 10163023622	254-43200.210 HEALTH INS & OTHER BENEFIT	22.37	7437	09/29/16
23215	07/20/16	ESSEX EQUIPMENT INC WW paint marker 106124670001	255-43200.570 MAINTENANCE OTHER	35.23	7417	09/29/16
V1210	09/21/16	JUTRAS/JAMES// WW mileage reimburse 092116D	255-43200.500 TRAINING, CONFERENCES, DU	203.58	7421	09/29/16

10/04/16
05:06 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17013 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 09/29/16 To 09/29/16 & Fund 2

Page 2 of 2
LMorrisseau

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V1661	09/15/16	NORTH CENTRAL LABORATORIE WW assorted analytical 378732	255-43200.618 SUPPLIES - LABORATORY	1512.01	7426	09/29/16
V6590	09/07/16	NORTHEAST AIR SOLUTIONS WW pre filters S10007563100	255-43200.570 MAINTENANCE OTHER	65.88	7427	09/29/16
V9968	09/16/16	VISION SERVICE PLAN- VA Oct vision ins 10163023622	255-43200.210 HEALTH INS & OTHER BENEFIT	77.10	7437	09/29/16
V9968	09/16/16	VISION SERVICE PLAN- VA Oct vision ins 10163023622	256-43200.210 HEALTH INS & OTHER BENEFIT	35.79	7437	09/29/16
Report Total				25286.01		