



**TRUSTEES MEETING NOTICE & AGENDA**  
**TUESDAY, JANUARY 24, 2017 at 6:30 PM**  
**LINCOLN HALL MEETING ROOM, 2 LINCOLN STREET**

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS**
  - a. Comments from Public on Items Not on Agenda
  - b. Public Hearing on FYE 18 Proposed Budget and Capital Programs
5. **OLD BUSINESS**
  - a. Discuss Volunteer Appreciation – Elaine Sopchak
6. **NEW BUSINESS**
  - a. Request for Tax Stabilization for 4 Pearl Street – Robin Pierce
7. **MANAGER’S REPORT**
  - a. Trustees meeting schedule
  - b. FYE 18 Proposed Budget for Town of Essex
  - c. Discuss Dates – Joint Meeting with Selectboard
8. **TRUSTEES’ COMMENTS & CONCERNS/READING FILE**
  - a. Board Member Comments
  - b. Minutes from Other Boards/Committees:
    - Bike/Walk Advisory Committee 1/9/17
  - c. Email from Charlie Baker, Ex. Director of CCRPC re: Regional Dispatch Implementation Study Presentations on 1/31/17
  - d. Email from Dennis Lutz, Public Works Director, re: Christmas Tree Pick-up
  - e. VLCT Workshop Town Meeting Tune-Up 2/8/17
  - f. Letter from Maura Carroll, VLCT, re: Risk Management Services
  - g. Email from David Gunn, VLCT, re: Warning of Special Membership Meeting 2/15/17
  - h. Memo from Bernadette Ferenc, CCPRC, re: Public Hearing on proposed amendments to FY 2017-20 Transportation Improvement Program (TIP) 2/15/17
  - i. Notice from Champlain Water District re: Annual Meeting on 4/4/17
  - j. Memo from Dennis Lutz re: CCPRC 2018 Unified Planning Work Program
9. **CONSENT AGENDA**
  - a. Approve Minutes of Previous Meeting 1/10/17
  - b. Expense Warrant #17026 dated 1/6/17 in the amount of \$167,201.31
  - c. Expense Warrant #17027 dated 1/12/17 in the amount of \$70,955.34
  - d. FYE 17 Budget Status Report as of 12/31/16
  - e. Approve 2017 Banner Applications from Champlain Valley Exposition

10. **EXECUTIVE SESSION**

- a. Personnel: Evaluations

11. **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.*

**Patrick Scheidel**

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**From:** Dawn Francis <DFrancis@colchestervt.gov>  
**Sent:** Monday, January 23, 2017 1:59 PM  
**To:** Patrick Scheidel; PatS@essexjunction.org; Brad Larose; Doug Fisher  
**Subject:** FW: Regional Dispatch Governance Structure Recommendation  
**Attachments:** governance 1-20-17a.pptx

Brad and Pat:

Here's what we sent to our Selectboard along with talking points as to why a regional model is desirable. We invited our board to a meeting on 1/31 at 12:30 to 2:30 and again from 7PM to 9PM (same material at both meetings) at **South Burlington City** hall to talk more about regional dispatch: reasons why it is better, consultant recommendations, and the path forward. We are also inviting a dispatch representative to attend and have alerted them as to the progress being made.

This is a regional effort facilitated by the CCRPC and communities within Chittenden Co to look at consolidating dispatch services which the Colchester Selectboard voted to participate in as of 7/12. Given the State's passage of Act 118 which will have a working group making recommendations on call taking operations for E-911 as well as the Chittenden County managers' interest in more efficient and effective delivery of this public safety service, it is appropriate to dust off some of the old studies, (one dates back to 1967) update information and evaluate the issues involved in a more regional approach with a goal of implementing a regional or sub-regional service model. We also believe it may help with shift coverage, retention, training, employee growth, development and the potential for more upward mobility for those currently serving in dispatch positions.

In summary, some of the considerations are:

- Regionalizing dispatch has been identified as the proper delivery mechanism of this particular service in Chitt. Co since as far back as the 1960's. A regional approach appears to have the support of the city/town managers and area public safety chiefs – the professionals responsible for delivering this service to the public.
- A centralized dispatch service would eliminate redundant technology and equipment
- Provides improved training and backup for dispatchers to better serve public when multiple emergencies occur in the same community
- Reduces average 911 call time to dispatch public safety staff
- Better responds to cross community public safety assistance, which occurs daily

**Current challenges:**

Escalating costs

Staffing/retention

Existing staff spread too thin - too often, only one dispatcher on duty. Hard to handle multiple or multi-tiered emergencies. "We are often one call away from a very bad day".

Little or no career progression/upward mobility

Likely changes to come in State E-911/dispatching service... stay ahead of the curve

Currently six separate dispatch agencies covering Chittenden County and some additional areas

**Potential improvements with a regional entity:**

Better staffing ratios

Creates career opportunities, upward mobility, more opportunities for training, better coverage, less overtime

Enhanced service/effectiveness/speed with combined/regional system - present system works well, but could work even better

Would also reorganize State E-911 PSAP so that one covers the entire county

Greater eligibility for grants

Effective regional models for essential services already exist here and work well: CSWD, CWD, CCTA/GMTA

Improved coordination with multi agency incidents

Better coverage for fire departments

Selectboard,

The Dispatch Governance Committee voted today to support the union municipal district model available under 24 VSA Section 4345b . This follows exploration of six different governance models.

The Central Vermont Public Safety Authority model required state legislative approval and would have likely taken an extra year.

Four options, including intermunicipal service agreement with RPC, non-profit with RPC, non-profit with municipalities, and interlocal police services organization had the following flaws:

- They do not provide the ability for legislative authority (creation of ordinances) such as:
  - o Alarm ordinances for businesses
  - o Prosecution of false 911 calls and or reports to police

Not for profits models would

- o require extra work and cost to obtain grants because they would require a sponsoring municipality;
- o have no government immunity
- o have higher borrowing costs than government entities.

Interlocal police services organizations lack certainty with regard to being a legal entity and having the power to employ its own employees, etc.

Dawn and I will formally recommend to the you that we pursue creating the regional entity at an upcoming meeting.

We are holding a meeting on 1/31 at 12:30 to 2:30 and again from 7PM to 9PM at **South Burlington City** hall to talk more about regional dispatch: reasons why it is better, consultant recommendations, and the path forward. **Please consider attending.** If you are not able, we will share the presentation materials with you.

Attached are some documents from today's meeting. The earliest regional dispatch could be operating is 7/1/18, but it could take until 12/31/19 to fold all the six dispatch agencies into this entity.

Please let Dawn or I know if you have any questions.

Thanks,

*Aaron*

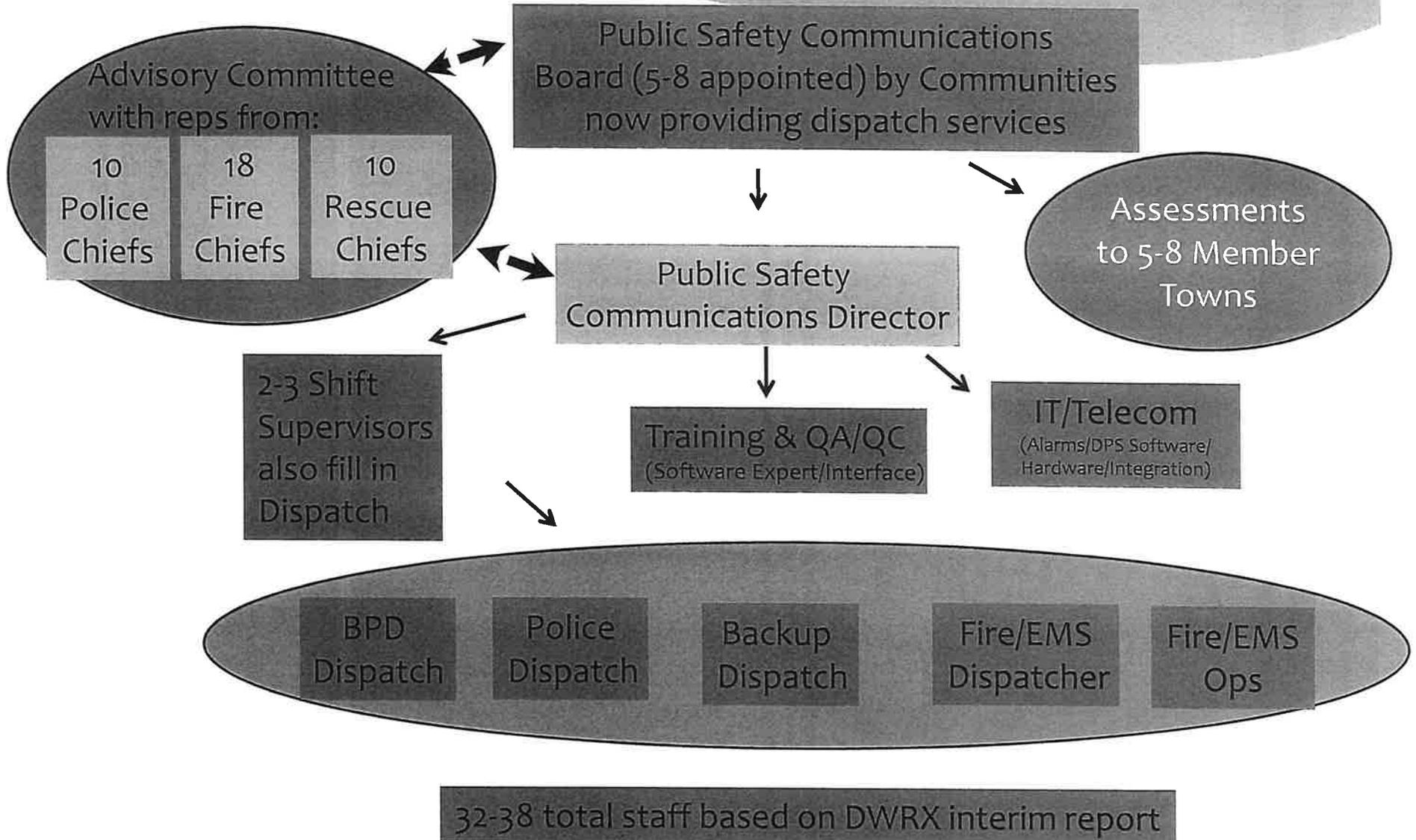


**Aaron Frank**  
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[colchestervt.gov](http://colchestervt.gov)

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# Union Municipal District : Overall



# Union Municipal District: Governance

Public Safety Communications Board (5-8 appointed)

Advisory Committee  
w/ reps from:

10  
Police  
Chiefs

18  
Fire  
Chiefs

10  
Rescue  
Chiefs

Public Safety  
Communications Director

- Hire Communications Director
- Budget Vote
- Long Term Contracts with 5-8 Communities with Dispatch
- Fees for service (\$/call) with other Towns
- Labor Contracts/arbitration/grievance
- Debt obligations through long term contracts with member communities only
- Vendor Contracts

Regional Planning staff coordinating and contracted support

- GIS
- Finance
- Intergovernmental Coordination/Facilitation/Open meetings
- Support Technical Advisory Group

# Union Municipal District - 24 VSA Section 4345b

## Benefits:

- Only entity with legislative power (enforceable ordinances)
  - Alarm ordinances for businesses
  - Prosecution of false 911 calls and or reports to police
  - Future: animal control, etc.
- Issue debt. at lower government rates
- Apply for grants without sponsoring municipality
- Has government immunity
- Less complex governance structure
- Does not need State legislative approval of Charter
- Could expand to cover other public safety services
  - No Police, Fire and Rescue without another vote
  - Possibly CUSI, animal control, detective services
- Joint Survey Committee (pre-vote board) can hire employees, consultants, etc. as needed to develop organization to be ready for vote

## Challenges

- Vote of voters to join impacts makes earliest begin of service date 7/1/18
- Hire a director and other expenses at least four months in advance of go live date.
- Will require a significant communications effort to explain to voters.

**Considerations:** Time required to provide info and vote is not the longest lead time issue.  
Other pre-operational tasks will take longer

# Next Steps

- \* **by 2/28/17** - Towns operating dispatch services make appointment to Joint Survey Committee
- \* **Early Spring 2017** – Begin informational meetings with dispatchers
- \* **Spring 2017** - CCRPC Bylaws approved to approve offering services to Joint Survey Committee
- \* **Spring 2017** – draft Charter for union municipal district
- \* **Summer 2017** - draft budget and assessments prepared for proposed members (those who appoint Joint Survey Committee members, and contract fees for others)
- \* **Fall 2017** – obtain commitment of Joint Survey municipalities to fund part time and or interim Exec Director in FY 17 via contract with CCRPC
- \* **Fall/Winter 2017** – CCRPC hires interim Exec Director under contract to Joint Survey Committee: find building, arrange support services, arrange integration of radio systems, telecom, and upgrade CAD; benefits and pay, plan of dispatch agency integration; redundancy and testing plans
- \* **Fall/Winter 2017** – communications go out to all participating towns in preparation for Town Meeting Day votes

# Next Steps (cont.)

- \* **Winter 2017-2018** Towns who help fund interim director will vote on membership in regional entity town meeting day 2018
- \* Towns committed to vote on regional entity will provide funding for Dispatch services in their FY 19 budgets, in such a manner that it could go to the new regional entity (if the Town votes to join) or to retain service in house (if the Town votes not to join). Additionally, town's provider the greater of (cost under authority or cost under dispatching in house) in their budgets.
- \* **Spring 2018** - Town Meeting votes on membership
- \* **Spring 2018** - Determine costs, assessment and onboarding plan (which municipal dispatch centers close when) that works based on actual members
- \* **April 2018** - Municipal members cede dispatching authority as of 7/1/18
- \* **April 2018** - Begin to hire employees in a staggered manner to set up and test systems, leave municipal ops in place but build team
- \* **July 1, 2018** - Agency begins providing dispatch services to two or more of the communities who voted to join
- \* **December 31, 2019** - All agencies which voted to join have been consolidated under single operation (assumes one local dispatch centers operations are onboarded into the new regional center every three months)

# Village of Essex Junction FYE 2018 Budget Hearing

<u>FUND</u>	<u>FYE 17 BUDGET</u>	<u>FYE18 PROPOSED BUDGET</u>	<u>%CHANGE</u>
GENERAL FUND EXP	\$3,730,830	\$4,501,042	20.6%
DEBT SERVICE	<u>\$ 222,244</u>	<u>\$ 315,266</u>	<u>41.9%</u>
TOTAL GF	\$3,953,074	\$4,816,308	21.8%
WATER FUND	\$3,808,608	\$3,786,018	-1.0%
WASTEWATER FUND	\$1,783,204	\$1,860,147	4.3%
SANITATION FUND	<u>\$ 472,184</u>	<u>\$ 477,750</u>	<u>1.2%</u>
TOTAL	\$10,017,070	\$10,940,223	9.2%

CAPITAL FUNDS

PROPOSED SPENDING

GF CAPITAL RESERVE	\$3,503,627 (\$2,889,580 from grants)
ROLLING STOCK	\$ 819,817 (includes debt payments)
WATER CAPITAL	\$ 71,977 (includes debt payments)
WWTF CAPITAL	\$ 62,457 (includes ARRA debt pay)
SANITATION CAPITAL	\$ 182,336 (includes debt payments)
TOTAL	<u>\$4,640,214</u>

# GENERAL FUND

BUDGET INCREASE	Operating	\$770,212	20.6%
	Debt Service	<u>\$93,022</u>	<u>41.9%</u>
	Total	\$863,234	21.8%

## CONTRIBUTING FACTORS

RECREATION DEPT	\$674,728
RECREATION DEBT	\$104,844
RECREATION CAPITAL TRANS	\$109,652
SALARIES	(\$52,453)
CONSULTANT-MGR SEARCH	\$17,000
COMPUTER EXPENSES	(\$13,000)
STREET LIGHTS	(\$9,948)
WINTER MAINTENANCE	\$5,000
PAVEMENT MAINTENANCE	\$10,000
CAPITAL CONTRIBUTIONS	(\$19,379)
HEALTH & OTHER INSURANCES	\$9,258
NON REC DEBT SERVICE	(\$11,822)
OTHER INC/DEC	<u>\$39,354</u>
TOTAL	\$863,234

# GENERAL FUND

TAX APPROPRIATION ASSUMES THE TOWN OF ESSEX CONTRIBUTES 100% OF THE STREET DEPARTMENT BUDGET

TAX APPROPRIATION	FYE 17	FYE 18 ESTIMATED	DECREASE
DOLLAR AMOUNT	\$2,482,765	\$3,285,170	32.0%
VILLAGE TAX RATE	\$0.2289	\$0.2265	-1.05%
RECREATION TAX RATE	<u>\$0.0685</u>	<u>\$0.0738</u>	7.71%
TOTALS	\$0.2974	\$0.3003	0.97%

VILLAGE & REC TAX INCREASE TO A \$280,000 HOME \$8.12

Staff also proposes that there be a special article on the warning asking if the voters would approve transfer of \$96,000 of fund balance to the Capital Reserve. This transfer will bring our fund balance at 6/30/16 down to 10% of the FYE17 budget.

# GENERAL FUND

- CHALLENGES

- INCORPORATE THE RECREATION DEPARTMENT BUDGET INTO THE VILLAGE BUDGET – ALLOCATE EXPENSES BETWEEN GENERAL FUND THE RECREATION PROGRAMS FUND.
- HOLD THE VILLAGE BUDGET TO RATE OF INFLATION OR LESS
- RECOGNIZE ADDITIONAL WAYS TO COMBINE SERVICES WITH THE TOWN.
- CAPITAL BUDGET & ROLLING STOCK FUNDING  
INCREASE CONTRIBUTION TO CAP RESERVE BY 7.5%, CONTINUE  
ADDING \$10,000 TO ROLLING STOCK CONTRIBUTION  
ADD RECREATION CAPITAL TO THE TRANSFER

# GENERAL FUND

## COST SAVING INITIATIVES

- COMBINED SERVICE INITIATIVE
  - COMBINED PUBLIC WORKS ADMINISTRATION EFFORTS
  - COMBINED FINANCE DEPARTMENT EFFORTS
  - TGIA INITIATIVE
  - SHARING OF TOWN IT SERVICES (REMOVE COSTS AND SERVER FROM VILLAGE BUDGETS)
- GRANT PROCUREMENT

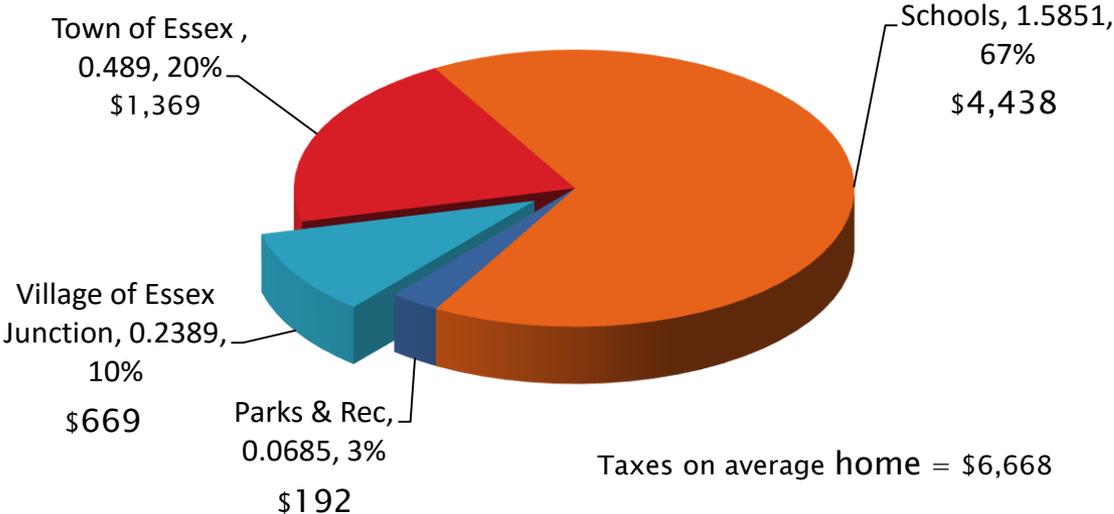
# FYE18 CAPITAL RESERVE PROJECTS

MAIN ST. PEDESTRIAN BRIDGE	\$ 263,875
CRESCENT CONNECTOR	\$2,749,332
HILLCREST SIDEWALK IMPROVEMENT	\$ 449,394
GREENWOOD AVE. DRAINAGE	<u>\$ 41,026</u>
TOTAL	\$3,503,627

# FYE18 ROLLING STOCK BUDGET

SIDEWALK PLOW	\$143,528
FIRE PUMPER TRUCK	\$625,634
FIRE TRUCK NOTE PAYMENT	<u>\$ 50,655</u>
TOTAL	\$819,817

**FYE2017 Village of Essex Junction Homestead  
Tax Rates Totaling \$2.3815 and Tax Amount on  
\$280,000 assessed value Home**



# ENTERPRISE FUNDS

## CHALLENGES

- WASTEWATER TREATMENT FACILITY IS CHALLENGED BY STATE REGULATIONS.
- WWTF BOND PAYMENT – THE ADDITION OF \$10,000 TO FUND BOND PAYMENT TO GRADUALLY INCREASE THE SANITATION RATE TO WHERE IT WILL NEED TO BE ONCE PAYMENT OF THE SRF LOANS BEGINS (FY17). WE HAVE BEEN ABLE TO MAKE THIS A MORE GRADUAL INCREASE DUE TO THE SALE OF CAPACITY TO WILLISTON.
- WATER METER REPLACEMENT PROGRAM – THIS PROJECT HAS NOT PROGRESSED AS FAST AS WAS ANTICIPATED. COMPLETION IS NOW ESTIMATED FOR FYE19.
- WATER FUND WAS \$20,636 OVER BUDGET DUE TO WATER PURCHASE FROM CWD.

# ENTERPRISE FUNDS Rates

Property using 120 gallons/Day	FYE17	FYE18	Increase	% Increase
<b>Water</b>				
Fixed Charge	\$90.31	\$99.40	\$8.76	10%
Usage (120 Gal/day, 5840 c.f./yr)	\$91.69	\$99.28	7.59	8%
<b>Total</b>	<b>\$182.33</b>	<b>\$198.68</b>	<b>\$16.35</b>	<b>9%</b>
<b>WWTF</b>				
Fixed Charge	\$98.12	\$93.40	-\$4.72	-7%
Usage (120 Gal/day, 5840 cf./yr)	\$53.73	\$50.22	-\$350	-6%
<b>Total</b>	<b>\$151.97</b>	<b>\$143.62</b>	<b>-\$8.35</b>	<b>-7%</b>
<b>Sanitation</b>				
Fixed Charge	\$91.88	\$94.80	\$2.92	3%
Usage (120 Gal/day, 5840 c.f./yr)	\$31.54	\$31.54	\$0	0%
<b>Total</b>	<b>123.42</b>	<b>\$126.34</b>	<b>\$2.92</b>	<b>2%</b>
<b>Total All Utility Rates</b>	<b>\$457.80</b>	<b>\$468.64</b>	<b>\$10.93</b>	<b>2.4%</b>

# ENTERPRISE FUNDS CAPITAL PROJECTS

WATER FUND CAPITAL	
METER UPGRADES TO RADIO READS	\$25,787
SANITATION FUND CAPITAL	
METER UPGRADES TO RADIO READS	\$51,756
MANHOLE REHAB/SLIPLINING	\$40,000
SOUTH ST. PS IMPROVEMENTS	\$ 2,500
WASTEWATER TREATMENT CAPITAL	
FRONTEND LOADER	\$60,000
PARKS & RECREATION	
TRUCK/TRACTOR LEASE	\$13,525
NEW SIGN LEASE	\$ 6,540
LANDSCAPING	\$ 5,500
MAINTENACE GARAGE/CAMP ADDITION	\$84,087

VILLAGE OF ESSEX JUNCTION  
GENERAL FUND BUDGET SUMMARY

01/19/17  
9:48 AM

	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
<b>GENERAL GOVERNMENT:</b>						
Administration	546,247	588,773	562,235	603,131	503,502	-16.5%
Transfers & Misc Expenditures	649,623	690,448	765,448	583,585	673,858	15.5%
Grant & Non-Budgetary Expenditures	(18,525)	0	20,763	0	0	0.0%
Seniors Support	5,934	8,223	12,347	0	0	0.0%
Fire Department	300,351	304,184	299,463	315,342	332,165	5.3%
Library	729,950	762,774	696,980	776,396	798,291	2.8%
Lincoln Hall	58,835	44,604	44,675	49,150	50,874	3.5%
Community Development	224,051	249,937	233,331	251,212	253,271	0.8%
Economic Development/Community Events	86,573	87,450	70,408	92,021	92,905	1.0%
Street Department	809,092	839,570	831,688	1,059,993	1,121,449	5.8%
Parks & Recreation	0	0	0	0	674,728	100%
<b>Subtotal General Fund</b>	<b>3,392,131</b>	<b>3,575,963</b>	<b>3,537,338</b>	<b>3,730,830</b>	<b>4,501,042</b>	<b>20.6%</b>
<b>Debt Service</b>	<b>0</b>	<b>223,426</b>	<b>223,426</b>	<b>222,244</b>	<b>315,266</b>	<b>41.9%</b>
<b>Total General Fund</b>	<b>3,392,131</b>	<b>3,799,389</b>	<b>3,760,765</b>	<b>3,953,074</b>	<b>4,816,308</b>	<b>21.8%</b>

GENERAL FUND REVENUES

01/19/17  
9:48 AM

Acct. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
	Unrestricted Fund Balance	0	35,000		35,000	60,000	71%
31101.000	Property Taxes	3,037,246	2,564,285	2,564,285	2,482,765	3,285,170	32%
33546.000	State for Pilot & Current Use	3,529	2,500	2,173	1,900	2,000	5%
33582.000	Essex Town Contribution to Library	15,000	15,000	15,000	15,000	15,000	0%
33582.001	Town Payment for Stormwater	0	59,500	59,500	59,352	61,459	4%
33582.002	Town Payment for Street Dept.	0	780,070	780,070	1,000,642	1,059,989	6%
34130.000	License & Zoning Fees	69,383	50,000	58,153	50,000	58,000	16%
34131.000	Whitcomb Farm Solar Pilot	6,600	5,524	5,405	5,400	5,000	-7%
34221.000	Miscellaneous Fire Receipts	20	10	25	20	20	0%
35130.000	State District Court Fines	877	2,000	1,741	500	1,000	100%
36102.000	Interest Earnings	1,389	2,000	4,528	1,500	1,500	0%
36201.000	Parking Space Fees	4,800	4,800	4,800	4,800	4,800	0%
36202.000	Lincoln Hall Rentals	0	1	30	1	0	-100%
36400.000	Block Party Donations	1,700	1,500	1,150	1,500	1,500	0%
36603.000	Misc. Receipts	2,740	2,000	1,630	2,000	2,000	0%
36605.000	Miscellaneous Street Receipts	3,528	3,000	9,312	3,000	4,000	33%
36606.000	Miscellaneous Library Receipts	706	300	683	400	500	25%
	Parks & Rec Non-resident Fees	0	0	0	0	22,000	100%
39154.000	Service Fee - Water	106,840	108,760	108,760	113,888	92,948	-18%
39155.000	Service Fee - WWTP	53,420	54,380	54,380	56,944	46,474	-18%
39156.000	Service Fee - Sanitation	106,840	108,760	108,760	113,888	92,948	-18%
39501.000	Miscellaneous Grants	19,958	0	17,725	0	0	0%
	Lost Book Revenue	5,069	0	2,381	0	0	0%
	Farmers Market Reimbursement	1,450	0	3,479	4,575	0	-100%
NA	Penalties/Interest Delinq. Taxes	383	0	0	0	0	0%
NA	State Highway Aid	113,436	0	0	0	0	0%
NA	EJSD Tax Collection Fee	0	0	0	0	0	0%
<b>TOTALS</b>		<b>3,554,914</b>	<b>3,799,390</b>	<b>3,803,970</b>	<b>3,953,074</b>	<b>4,816,308</b>	<b>21.84%</b>

Tax Rate Calculation

	FY17	FY18	% Increase
Budget Increase			
<b>Grand List</b>		<b>Projected Grand List</b>	
GF Real Estate	800,000	GF Real Estate	800,000
Non-GF Real Estate	10,046,300	Non-GF Real Estate	10,146,763
Tax Stabilization Reduction	(8,148)	Tax Stabilization Reductio	(6,411)
Total Grand List	10,838,152	Total Projected Grand Lis	10,940,352
Tax Appropriation	2,482,765	Tax Appropriation	3,285,170
Village tax Rate	0.2289	Village without Rec rate	0.2265
Rec Dept Tax Rate	0.0685	Recreation Rate	0.0738
Combined Tax Rates	0.2974	Total Rate	0.3003

ECONOMIC DEVELOPMENT/COMMUNITY EVENTS

01/19/17  
9:48 AM

Acct. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
41335.110	Salaries - Regular	34,070	28,396	28,269	29,532	31,060	5%
41335.130	Salaries - Part-time	1,725	0	5,850	5,850	4,950	-15%
41335.210	Health Insurance & Other Benefits	15,165	18,579	14,959	17,688	19,348	9%
41335.220	Social Security	2,768	2,199	2,404	2,733	2,782	2%
41335.226	Workers Comp	159	108	136	107	129	21%
41335.230	Retirement	3,591	2,840	2,843	2,953	3,106	5%
41335.250	Unemployment	140	216	115	170	126	-26%
41335.521	Liability & Property Ins.	190	112	219	188	204	9%
41335.810	Community Events & Programs	4,929	6,000	3,311	4,000	4,000	0%
41335.811	Annual Support of Organizations	9,261	9,300	7,585	9,300	7,700	-17%
41335.812	New Programs	0	2,500	0	2,500	2,500	0%
41335.813	Matching Grant Funds	7,624	9,000	555	10,000	10,000	0%
41335.835	Block Party Expense	6,951	7,000	3,002	7,000	7,000	0%
41335.891	Capital Outlay	0	1,200	1,160	0	0	0%
TOTALS		86,573	87,450	70,408	92,021	92,905	1.0%

ADMINISTRATION BUDGET

01/19/17

Acct. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
41320.110	Salaries - Regular	266,220	269,205	274,682	280,713	195,666	-30.3%
41320.130	Salaries - Overtime	1,470	2,000	3,288	2,500	3,500	40.0%
41320.140	Salaries - Part-time	11,195	15,814	14,861	13,751	19,234	39.9%
41320.150	Manager Contract	55,995	57,955	61,500	64,575	66,835	3.5%
41320.210	Health Insurance & Other Benefits	65,296	74,316	64,484	70,751	58,044	-18.0%
41320.220	Social Security	21,453	22,282	22,919	23,333	17,096	-26.7%
41320.226	Workers Compensation Insurance	1,236	1,139	1,121	896	774	-13.6%
41320.230	Retirement	25,673	26,921	26,854	28,071	19,567	-30.3%
41320.250	Unemployment Insurance	612	850	317	607	317	-47.8%
41320.291	Health Improvement Programs	970	1,600	580	1,600	1,600	0.0%
41320.310	Boardmember fees	2,500	2,500	2,500	2,500	2,500	0.0%
41320.320	Legal Services	14,833	15,000	8,415	15,000	15,000	0.0%
41320.330	Other Professional Services	0	1,000	121	1,000	16,000	1500.0%
41320.335	Audit Services	5,583	5,800	6,853	7,059	6,063	-14.1%
41320.340	Computer Expenses	13,617	15,485	11,679	13,000	4,000	-69.2%
41320.442	Leased Services	4,214	4,800	3,505	4,800	4,000	-16.7%
41320.500	Training, Conferences, Dues	9,431	14,390	7,700	13,734	9,300	-32.3%
41320.521	Liability & Property Ins.	5,981	6,353	6,955	8,619	7,140	-17.2%
41320.522	Public Officials Liability Ins.	5,720	5,857	6,039	6,386	6,172	-3.4%
41320.530	Communications	13,383	13,806	11,554	16,806	19,167	14.0%
41320.535	Telephone Services	2,017	2,280	1,906	1,980	1,980	0.0%
41320.536	Postage	2,997	4,200	2,256	4,000	3,500	-12.5%
41320.550	Printing and Advertising	4,267	5,500	4,200	5,500	5,500	0.0%
41320.560	Trustees Expenditures	3,424	4,000	2,319	4,000	4,000	0.0%
41320.571	Pay & Classification Study	0	5,871	5,700	200	6,047	2923.5%
41320.580	Travel	0	0	1,398	0	2,000	100.0%
41320.610	Supplies	4,160	6,000	5,062	6,000	6,000	0.0%
41320.820	Elections	1,393	1,600	1,363	1,500	1,500	0.0%
41320.835	Holiday Expense	1,557	1,250	965	1,250	1,000	-20.0%
41320.891	Capital Outlay	1,050	1,000	1,139	3,000	0	-100.0%
TOTALS		546,247	588,773	562,235	603,131	503,502	-16.5%

PARKS AND RECREATION

01/19/17

Acct. #	Account	FYE15	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
ADMINISTRATION							
45110.110	Salaries - Regular		0	0	0	204,759	100.0%
45110.140	Salaries - Part-time		0	0	0	7,385	100.0%
45110.210	Health Insurance & Other Benefits		0	0	0	74,554	100.0%
45110.220	Social Security		0	0	0	16,229	100.0%
45110.226	Workers Compensation Insurance		0	0	0	7,685	100.0%
45110.230	Retirement		0	0	0	20,477	100.0%
45110.250	Unemployment Insurance		0	0	0	5,652	100.0%
45110.291	Health Improvement Programs		0	0	0	1,400	100.0%
45110.330	Other Professional Services		0	0	0	14,500	100.0%
45110.340	Computer Expenses		0	0	0	9,350	100.0%
45110.500	Training, Conferences, Dues		0	0	0	9,784	100.0%
45110.521	Liability & Property Ins.(inc auto)		0	0	0	21,580	100.0%
45110.530	Communications		0	0	0	17,500	100.0%
45110.535	Telephone Services		0	0	0	6,000	100.0%
45110.550	Printing and Advertising		0	0	0	3,460	100.0%
45110.610	Supplies		0	0	0	6,004	100.0%
45110.813	Scholarships		0	0	0	5,000	100.0%
	Subtotal Administration		0	0	0	431,319	100.0%
PARKS & FACILITIES							
45220.110	Salaries - Regular		0	0	0	60,250	100.0%
45220.140	Salaries - Part-time		0	0	0	44,697	100.0%
45220.210	Health Insurance & Other Benefits		0	0	0	18,624	100.0%
45220.220	Social Security		0	0	0	8,028	100.0%
45220.230	Retirement		0	0	0	6,025	100.0%
45220.291	Health Improvement Programs		0	0	0	350	100.0%
45220.330	Other Professional Services		0	0	0	33,190	100.0%
45220.410	Water and Sewer Charges		0	0	0	3,975	100.0%
45220.434	Maintenance - Buildings/Grounds		0	0	0	10,694	100.0%
45220.441	Land Lease		0	0	0	500	100.0%
45220.442	Equipment Rental		0	0	0	7,500	100.0%
45220.500	Training, Conferences, Dues		0	0	0	1,887	100.0%
45220.610	Supplies		0	0	0	12,162	100.0%
45220.622	Electrical Service		0	0	0	28,009	100.0%
45220.623	Heating/Natural Gas		0	0	0	5,409	100.0%
45220.626	Gas, Grease and Oil		0	0	0	2,109	100.0%
	Subtotal Parks & Facilities		0	0	0	243,409	100.0%
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	TOTALS		0	0	0	674,728	100.0%
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DEBT SERVICE

01/19/17  
9:48 AM

Acct. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
47116.000	Capital Improvements Principal	0	141,900	141,900	141,900	135,300	-4.7%
47216.000	Capital Improvements Interest	68,612	81,526	81,526	80,344	75,122	-6.5%
	Parks & Rec Principal	0	0	0	0	105,000	100%
	Parks & Rec Interest	0	0	0	0	(156)	-100%
TOTALS		68,612	223,426	223,426	222,244	315,266	41.9%

TRANSFERS & MISC EXPENDITURES

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Acct. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
49100.030	Capital Fund Contribution	410,999	441,824	516,824	274,961	295,582	7%
49100.031	Rolling Stock Fund Contribution	183,624	193,624	193,624	203,624	213,624	5%
49100.040	Transfer for Building Maintenance	0	0	0	50,000	50,000	0%
49100.802	Employee Termination Benefits	5,000	5,000	5,000	5,000	5,000	0%
49101.030	Trans to Parks & Rec Capital Res	0	0	0	0	109,652	100%
49100.031	Half Penny for Ladder Truck Note	50,000	50,000	50,000	50,000	0	-100%
	TOTALS	649,623	690,448	765,448	583,585	673,858	15%

GRANTS AND OTHER NON-BUDGETARY EXPENDITURES

01/19/17  
9:48 AM

Accl. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
49340.000	Grants & Donations Expenses	16,154	0	18,776	0	0	0%
49346.001	Library Replacement Expenses	2,321	0	1,986	0	0	0%
	Termination Benefits	(37,000)	0	0	0	0	0%
	TOTALS	(18,525)	0	20,763	0	0	0%

LINCOLN HALL BUDGET

01/19/17  
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Acct. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
41940.410	Water and Sewer Charges	830	1,000	950	1,000	1,000	0%
41940.423	Contractual Services	9,146	9,021	7,944	9,565	9,000	-6%
41940.434	Maintenance - Building/Grounds	8,409	9,000	13,689	9,000	10,000	11%
41940.521	Liability & Property Ins.	4,569	6,383	5,795	7,125	6,294	-12%
41940.535	Telephone Services	0	0	0	460	480	4%
41940.550	Printing	0	0	0	300	0	-100%
41940.565	Rubbish Removal	1,830	1,900	2,107	2,000	2,200	10%
41940.610	Supplies	2,105	2,500	1,928	2,500	2,500	0%
41940.622	Electrical Service	7,086	7,500	6,809	7,500	7,500	0%
41940.623	Heating	6,370	6,200	4,329	6,400	6,400	0%
41940.891	Capital Outlay	18,490	1,100	1,125	3,300	5,500	67%
TOTALS		58,835	44,604	44,675	49,150	50,874	4%

FIRE DEPARTMENT BUDGET

01/19/17  
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Acct. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
42220.140	Salaries - Firefighters	140,248	144,000	133,620	150,000	162,000	8%
42220.200	Employee Assistance Program	864	900	864	864	864	0%
42220.210	Accident & Disability Ins.	3,600	3,600	3,600	3,600	3,600	0%
42220.220	Social Security	10,729	11,050	10,190	11,511	12,393	8%
42220.226	Workers Compensation Insurance	27,066	22,789	22,962	27,000	28,000	4%
42220.410	Water and Sewer Charges	606	600	610	600	610	2%
42220.432	Vehicle Maintenance	17,672	14,000	23,007	14,000	17,000	21%
42220.434	Maintenance - Building/Grounds	5,160	6,000	6,496	6,000	6,000	0%
42220.443	Radio Maintenance	1,551	2,000	1,425	2,000	1,800	-10%
42220.500	Training, Conferences, Dues	3,303	5,000	2,657	5,000	4,000	-20%
42220.521	Liability & Property Ins.	6,291	7,545	7,446	8,767	7,968	-9%
42220.535	Telephone Services	2,091	3,400	3,520	3,400	3,500	3%
42220.566	Physical Exams	5,058	6,500	7,112	6,000	6,600	10%
42220.570	Maintenance - Other	16,283	14,000	18,285	14,500	15,500	7%
42220.578	Emergency Generator Maintenance	500	500	480	500	480	-4%
42220.610	Supplies	2,816	2,400	4,721	2,400	3,000	25%
42220.611	New Equipment - Radios	3,254	2,000	2,195	2,000	1,500	-25%
42220.612	Uniforms, Boots, Etc.	19,837	20,000	18,564	21,000	21,250	1%
42220.615	EMS Supplies	171	1,500	684	1,000	1,000	0%
42220.622	Electrical Service	7,232	7,000	7,233	7,000	7,300	4%
42220.623	Heating	5,817	5,200	3,701	5,200	4,800	-8%
42220.626	Gas, Grease and Oil	5,080	7,200	3,271	6,500	6,000	-8%
42220.838	Fire Prevention	2,104	2,000	2,018	2,000	2,000	0%
42220.889	Routine Equipment Purchases	13,018	15,000	14,802	14,500	15,000	3%
TOTALS		300,351	304,184	299,463	315,342	332,165	5.33%

BROWNELL LIBRARY BUDGET

01/19/17  
9:48 AM

Acct. #	Account	FYE15	FYE16	FYE16	FYE17	FYE18	% Change 18 vs 17
		Actual	Budget	Actual	Budget	Proposed Budget	
45551.110	Salaries - Regular	321,364	320,427	289,742	314,229	313,189	-0.3%
45551.140	Salaries - Part-time	89,040	97,715	94,186	106,800	109,524	2.6%
45551.210	Health Insurance & Other Benefits	92,611	111,474	92,376	106,126	116,088	9.4%
45551.220	Social Security	30,618	32,122	29,043	32,695	32,500	-0.6%
45551.226	Workers Compensation Insurance	1,622	1,584	1,472	1,274	1,514	18.8%
45551.230	Retirement	30,994	32,043	28,459	31,423	31,319	-0.3%
45551.250	Unemployment Insurance	1,462	1,800	1,098	1,324	1,364	3.0%
45551.340	Computer Expenses	1,522	3,500	2,398	3,500	3,500	0.0%
45551.410	Water and Sewer Charges	760	1,000	778	900	900	0.0%
45551.423	Contractual Services	24,237	24,493	25,251	28,425	33,183	16.7%
45551.434	Maintenance - Buildings/Grounds	24,223	17,000	17,230	19,000	20,000	5.3%
45551.436	Alarm System Maintenance	221	400	465	525	525	0.0%
45551.500	Training, Conferences, Dues	1,158	3,000	2,478	3,000	4,000	33.3%
45551.521	Liability & Property Ins.	9,594	10,317	11,096	12,375	11,385	-8.0%
45551.530	Technology Access	4,588	5,500	4,831	5,500	6,000	9.1%
45551.535	Telephone Services	975	1,200	1,143	1,200	1,200	0.0%
45551.536	Postage	3,693	3,500	3,030	3,500	3,500	0.0%
45551.572	Interview Costs	2,821	500	409	500	500	0.0%
45551.574	Volunteer Expenses	0	500	410	600	700	16.7%
45551.610	Supplies	11,801	13,000	12,362	13,000	13,000	0.0%
45551.622	Electrical Service	14,783	15,000	14,988	15,250	15,250	0.0%
45551.623	Heating	7,303	7,400	6,094	7,400	7,400	0.0%
45551.640	Adult Collection-Print&Electronic	30,823	32,000	31,618	34,500	36,500	5.8%
45551.641	Juvenile Collection-Prnt&Electronic	15,495	16,000	16,197	17,250	18,250	5.8%
45551.677	Computer Replacement	4,969	8,000	6,815	8,000	8,000	0.0%
45551.836	Adult Programs	300	300	193	500	1,000	100.0%
45551.837	Childrens' Programs	2,973	3,000	2,819	3,200	4,000	25.0%
45551.891	Capital Outlay	0	0	0	4,400	4,000	-9.1%
TOTALS		729,950	762,774	696,980	776,396	798,291	2.8%

COMMUNITY DEVELOPMENT

01/19/17  
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Acct. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
41970.110	Salaries - Regular	130,588	134,504	133,555	138,199	142,264	2.9%
41970.210	Health Insurance & Other Benefits	29,816	37,158	29,598	35,375	38,696	9.4%
41970.220	Social Security	10,288	10,619	10,618	10,894	11,212	2.9%
41970.226	Workers Compensation Insurance	576	513	504	418	510	22.0%
41970.230	Retirement	13,047	13,450	13,361	13,820	14,226	2.9%
41970.250	Unemployment Insurance	261	350	103	252	125	-50.4%
41970.310	Board Member Fees	3,000	3,600	3,300	3,600	3,600	0.0%
41970.320	Legal Services	6,204	12,000	5,862	12,000	12,000	0.0%
41970.330	Other Professional Services	4,336	6,000	10,174	6,000	6,000	0.0%
41970.340	Computer Expenses	3,118	4,000	2,941	4,000	0	-100.0%
41970.500	Training, Conferences, Dues	2,012	3,500	1,510	3,500	3,500	0.0%
41970.521	Liability & Property Ins.	2,179	2,242	2,592	3,124	2,822	-9.7%
41970.522	Public Officials Liability Ins.	5,721	5,857	6,039	6,386	6,172	-3.4%
41970.530	Communications	913	2,500	1,907	2,500	2,500	0.0%
41970.535	Telephone Services	1,622	1,644	1,758	1,644	1,644	0.0%
41970.536	Postage	615	600	459	600	600	0.0%
41970.550	Printing and Advertising	2,217	3,000	3,099	3,000	3,000	0.0%
41970.575	Recording Fees	2,315	2,500	150	0	0	0.0%
41970.580	Travel	2,400	2,400	2,400	2,400	2,400	0.0%
41970.610	Supplies	2,338	2,000	1,952	2,000	2,000	0.0%
41970.891	Capital Outlay	485	1,500	1,451	1,500	0	-100.0%
	TOTAL	224,051	249,937	233,331	251,212	253,271	0.8%

STREET DEPARTMENT BUDGET

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Acct. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
43110.110	Salaries - Regular	179,307	173,911	151,216	156,245	162,824	4.2%
43110.130	Salaries - Overtime	15,469	16,300	11,919	16,300	16,300	0.0%
43110.140	Salaries - Part-time	16,943	12,619	20,058	17,000	23,304	37.1%
43110.210	Health Insurance & Other Benefits	49,296	68,742	51,946	65,445	71,587	9.4%
43110.220	Social Security	15,778	15,695	13,846	14,956	15,577	4.2%
43110.226	Workers Compensation Insurance	15,660	15,732	13,464	12,654	14,677	16.0%
43110.230	Retirement	17,750	17,391	15,453	15,625	16,282	4.2%
43110.250	Unemployment Insurance	617	824	494	631	631	0.0%
43110.410	Water and Sewer Charges	1,376	2,000	1,647	1,517	1,700	12.1%
43110.432	Vehicle Maintenance	24,987	22,000	17,704	22,000	22,000	0.0%
43110.434	Maintenance - Buildings/Grounds	2,397	2,500	4,698	2,500	3,500	40.0%
43110.441	ROW Leases	0	11,076	10,325	11,343	11,764	3.7%
43110.442	Equipment Rentals	6,041	1,000	5,081	8,000	9,000	12.5%
43110.443	Radio Maintenance	125	200	0	200	200	0.0%
43110.500	Training, Conferences, Dues	199	500	499	500	500	0.0%
43110.521	Liability & Property Ins.	12,863	14,807	14,448	16,878	15,343	-9.1%
43110.535	Telephone Services	2,052	2,850	3,230	3,000	3,500	16.7%
43110.565	Rubbish Removal	4,682	6,500	6,694	6,500	7,000	7.7%
43110.570	Maintenance - Other	1,516	1,000	1,161	1,200	2,000	66.7%
43110.572	Interview Costs	1,034	0	435	500	500	0.0%
43110.573	Accident Claims	300	0	1,149	500	1,000	100.0%
43110.576	Engineering Services	13,326	15,000	33,402	10,000	10,000	0.0%
43110.582	Traffic Calming	0	1,000	0	500	500	0.0%
43110.610	Supplies	13,132	20,000	28,448	17,500	20,000	14.3%
43110.612	Uniforms, Boots, Etc.	5,339	5,000	5,481	6,000	6,000	0.0%
43110.616	Gravel & Topsoil	5,503	4,000	8,279	5,000	7,000	40.0%
43110.617	Signs and Posts	5,072	4,000	10,542	3,500	4,000	14.3%
43110.622	Electrical Service	3,499	4,000	3,167	4,200	4,000	-4.8%
43110.623	Heating	4,377	4,000	2,830	4,000	4,400	10.0%
43110.626	Gas, Grease and Oil	29,561	35,000	18,707	30,000	32,000	6.7%
43110.891	Capital Outlay	2,012	8,000	7,747	9,000	6,000	-33.3%
43120.444	Street Marking	10,195	7,000	8,177	7,000	8,000	14.3%
43120.570	Sidewalk and Curb Maintenance	8,473	4,000	4,661	5,000	5,000	0.0%
43120.610	Pavement Maintenance	23,380	16,000	31,275	218,000	225,000	3.2%
43123.570	Traffic Light Maintenance	2,662	3,500	3,786	2,000	3,000	50.0%
43123.622	Traffic Lights (electrical)	5,609	6,000	7,553	6,000	7,900	31.7%
43125.570	Contractual Services	21,660	0	6,838	17,000	20,000	17.6%
43125.610	Winter Maintenance	129,680	90,000	78,688	110,000	115,000	4.5%
43151.110	Stormwater Salaries	0	40,158	41,201	40,766	41,616	2.1%
43151.210	Stormwater Health and Other Ins	0	9,847	7,829	9,374	10,254	9.4%
43151.220	Stormwater Social Security	0	3,072	3,151	3,119	3,184	2.1%
43151.226	Stormwater Workers Comp	0	2,306	2,017	1,940	2,164	11.5%
43151.230	Stormwater Retirement	0	4,016	4,002	4,077	4,162	2.1%
43151.250	Stormwater Unemployment	0	76	36	76	80	5.3%
43151.430	Storm Sewer Maintenance	6,573	10,000	17,600	15,000	30,000	100.0%
Town Budget	Storm Sewer Permit Fees	2,481	0	0	0	0	0.0%
Town Budget	Storm Sewer Public Education	7,856	0	0	0	0	0.0%
43160.610	Street Lights Supplies/Maint.	0	3,500	7,590	3,500	7,500	114.3%
43160.622	Street Lights (rental/electrical)	124,730	131,948	121,095	131,948	122,000	-7.5%
43161.000	Streetscape Maint./Imp.	12,657	16,000	13,596	16,000	16,000	0.0%
43161.001	Village Garden Spots	160	3,000	5,173	3,000	4,000	33.3%
43161.002	Memorial Park Maintenance	2,763	3,500	3,349	3,000	3,500	16.7%
TOTALS		809,092	839,570	831,688	1,059,993	1,121,449	5.8%

**GENERAL FUND CAPITAL RESERVE PLAN**

PROJECTS FUNDED BY VILLAGE \$ ONLY	Rev. Ref. #	Project Total	Prior	FY15	FY16	FY17	FY18	FY19	FY20	Future
Woods End Reconstruction		589,215	438,868	149,090	1,257					
Library Surveillance Cameras		12,599		12,599						
Railroad Ave. Waterline So. of Lincoln Pl. to Central Ave.	W	102,718		7,288				95,430		
Brownell Library Main Floor & Stairs Carpet Replacement		41,628			29,628	12,000				
Hillcrest Sidewalk Imp from Pearl to Fleming School		488,303				38,909	449,394			
Lincoln Hall Restoration		401,187		44,365	356,822					
Greenwood Ave. Drainage Course Improvements		41,026					41,026			
Algonquin Ave. Waterline Installation/Roadway Reconst.	W	191,765								191,765
West St. & West St. Ext. Intersection Improvements		110,249						110,249		
South St. Drainage		116,071						116,071		
Pearl Sidewalk West St. to Susie Wilson		780,239								780,239
Central St. Waterline Lincoln St. to Main St. (FY22)	W,S	919,303								919,303
Brownell Library Asphalt Shingle Roofs replace (FY23)		45,228								45,228
Paving		482,553	125,000	150,358	207,195					
<b>Totals Project Funded by Village \$ Only</b>					594,902	50,909	490,420	321,750	0	1,936,536
<b>PROJECTS FUNDED BY GRANTS</b>										
Main St. Pedestrian Bridge	1	263,875					263,875			
Vtrans Structures Grant		(175,000)								
<b>Main St. Pedestrian Bridge Net Cost to Village</b>		<b>88,875</b>								
Main St. Sidewalk Scoping Study	2	24,742		8,538	16,204					
Fed & State Grants		(24,742)								
<b>Main St. Sidewalk Scoping Study Net Cost to Village</b>		<b>0</b>								
Main St. New Sidewalk & Lighting Bridge to Crestview West Side	3	282,897						282,897		
Fed & State Grants		(226,318)								
<b>Main St. Sidewalk &amp; Lighting Net Cost to Village</b>		<b>56,579</b>								
Crescent Connector Park St. to Main St.		4,592,000	484,659	258,831	99,178	1,000,000	2,749,332			
Fed & State Grants	4	(4,500,000)								
<b>Crescent Connector Net Cost to Village</b>		<b>92,000</b>								
Multiuse Path North	5	544,992	68,144	25,601	17,129	434,118				
Federal & State Grants through CCRPC & Vtrans		(389,835)								
<b>Multiuse Path North Net Cost to Village</b>		<b>155,157</b>								
Pearl St. Missing Link Project	6	2,150,000	750	75,214	46,856	2,027,180				
Federal & State Grants through CCRPC & Vtrans		(2,120,000)								
<b>Pearl St. Missing Link Net Cost to Village</b>		<b>30,000</b>								
<b>Totals Project Funded by Grants Awarded</b>					179,367	3,461,298	3,013,207			0
<b>Total Cost of all Projects Funded by Village \$ Only and Grants</b>					<b>774,269</b>	<b>3,512,207</b>	<b>3,503,627</b>	<b>321,750</b>	<b>0</b>	<b>1,936,536</b>

<b>GENERAL FUND CAPITAL RESERVE FUNDING &amp; FUND BALANCE</b>										
			Prior	FY15	FY16	FY17	FY18	FY19	FY20	Future
<b>Beginning Fund Balance</b>						182,922	280,762	73,307	310,625	
<b>Planned Spending</b>					(774,269)	(3,512,207)	(3,503,627)	(321,750)	0	
<b>Funding Sources</b>										
Vtrans Structures Grant-Main St. Ped Bridge	1	175,000					175,000			
Main St. Scoping Study Grant	2	24,742		8,342	16,400					
Main St. Sidewalk Grant	3	226,318						226,318		
Crescent Connector Grant	4	4,500,000	445,390	250,811	89,209	1,000,000	2,714,590			
Multiuse Path North Grants	5	389,835	46,692	12,058	15,660	315,425				
Pearl St. Missing Link Grants	6	2,120,000		56,984	58,354	2,004,662				
CVE Annual Contribution			75,000	15,000	15,000	15,000	15,000	15,000		
Transfer in of Fund Balance					75,000		96,000			
General Fund Transfer In			391,427	410,999	441,824	274,960	295,582	317,751	341,582	
<b>Total Revenues</b>						711,447	3,610,047	3,296,172	559,068	341,582
<b>Ending Fund Balance</b>						<b>280,762</b>	<b>73,307</b>	<b>310,625</b>	<b>652,207</b>	

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

**ROLLING STOCK FUND**

V#	DEPT	VEHICLE	MAKE	YEAR	REPLACEMENT VALUE	TRADE IN VALUE	NET COST	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24
3	STREET	4WD PICK UP	CHEVY SILVERA	2009	39,500	10,000	29,500	31,906							
4	STREET	PICKUP	CHEVY SILVERA	2013	31,000	1,000	30,000								39,448
5	STREET	DUMPTRUCK -DIESEL	FREIGHTLINER	2013	145,000	12,000	133,000								
6	STREET	DUMPTRUCK -DIESEL	FREIGHTLINER	2014	145,000	12,000	133,000								
7	STREET	DUMPTRUCK -DIESEL	INTERNATIONAL	2012	145,000	12,000	133,000								177,192
8	STREET	JETTER VAC TRUCK	VAC-ON	2010	84,500	15,000	69,500				85,897				
9	STREET	LOADER	JOHN DEERE	2001	121,500	25,000	96,500								
11	STREET	SKID STEER SIDEWALK PLOW	TRACKLESS	2015	118,500	18,000	100,500							132,112	
12	STREET	SKID STEER SIDEWALK PLOW	CAT	2001	51,000	5,000	46,000		52,401						
10	STREET	SIDEWALK PLOW	BELOS	2008	140,500	10,000	130,500	143,528							
15	STREET	PICKUP 4WD 1 TON	ROSCOE	1879	15,000										
1	STREET	4WD PICKUP	CHEVY SILVERA	2011	35,000	10,000	25,000		29,393						
1	STREET	4WD PICKUP	CHEVY SILVERA	2011	35,000	10,000	25,000		29,393						
13	STREET	COMPRESSOR	SULLAIR	1992	19,000	0	20,800	22,067							
34	STREET	DUMP TRUCK -DIESEL	FREIGHTLINER	2016	146,701	20,000	126,701								
16	STREET	VACUUM SWEEPER	JOHNSTON	2013	225,000	10,000	215,000								
	STREET	TRAILER MOUNTED BOOM LIFT			31,800	5,000	26,800		30,164						
	FIRE	PICKUP 8U61	GMC	2004	53,600	3,500	50,100		56,827						
	FIRE	1250 PUMPER 8E21	E-ONE	1997	575,000	40,000	535,000	625,634							
	FIRE	105' AERIAL 8L3	PIERCE ARROW	2012	830,000	80,000	750,000								
	FIRE	COMBINATION RESCUE/PUMPER	KME PREDATOR	2008	564,202	50,000	392,202								
	TOTAL				3,551,803			53,972	769,163	198,177	0	85,897	0	132,112	216,640

**Rolling Stock Fund Funding and Fund Balance**

Beginning Cash Balance															
Payment of Fire Truck Notes															
Planned Spending															
Note for Fire Pumper 8E21 Replacement															
General Fund Contribution															
Additional: Half Penny on the tax rate to fund fire truck															
Town Contribution for Ladder Truck															
Ending Balance								466,446	10,252	1,199	201,223	326,249	548,073	648,685	705,669
								318,104	466,446	10,252	1,199	201,223	326,249	548,073	648,685
								(51,310)	(50,655)	(34,500)	(33,600)	(32,700)	(31,800)	(30,900)	(29,000)
								(53,972)	(769,163)	(198,177)	0	(85,897)	0	(132,112)	(216,640)
								203,624	213,624	223,624	233,624	243,624	253,624	263,624	273,624
								50,000	0	0	0	0	0	0	0
								0	0	0	0	0	0	0	0

- Most replacement cost estimates include trade-in value of existing vehicles
- Non-Fire Truck vehicles are inflated by 3% per year
- Fire Trucks are inflated by 5% per year.
- Fund was started in 1990. The proceeds from the sale of all equipment bought after that date shall be placed into the Rolling Stock Fund
- General Replacement Assumptions:
  - Dump Trucks 12
  - Pickup 4WD 8
  - Pickup 10
  - Sidewalk Plow 8
  - Fire Trucks 20
  - Fire Pickup 15
  - Sweeper/Wheel Loader 10

WATER FUND BUDGET

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Acct. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
43200.110	Salaries - Regular	86,141	100,902	97,962	105,379	111,775	6.1%
43200.130	Salaries - Overtime	9,682	16,000	11,074	14,000	14,000	0.0%
43200.140	Salaries - Part-time	3,650	5,081	4,157	5,166	5,293	2.5%
43200.210	Health Insurance & Other Benefits	32,643	42,732	37,098	40,682	44,500	9.4%
43200.220	Social Security	7,505	9,020	8,389	9,658	10,091	4.5%
43200.226	Workers Compensation Insurance	6,383	6,223	5,659	5,528	6,624	19.8%
43200.230	Retirement	8,558	10,090	9,774	10,538	11,178	6.1%
43200.250	Unemployment Insurance	305	425	325	353	353	0.0%
43200.330	Other Professional Services	925	1,000	64	1,000	1,000	0.0%
43200.335	Audit Services	3,335	3,605	4,094	4,217	3,623	-14.1%
43200.340	Computer Expenses	1,169	1,200	1,201	2,100	1,500	-28.6%
43200.410	Water & Sewer Charges	170	600	89	400	200	-50.0%
43200.430	Water Lines Maintenance - Breaks	140,656	16,000	5,306	16,000	16,000	0.0%
43200.441	ROW Leases	0	142	92	142	142	0.0%
43200.491	Contractual Services	106,840	108,760	108,760	113,888	106,531	-6.5%
43200.500	Training, Conferences, Dues	1,370	2,000	1,642	2,000	2,000	0.0%
43200.521	Liability & Property Ins.	3,089	2,787	3,035	3,347	3,011	-10.0%
43200.535	Telephone Services	986	1,000	991	1,000	1,000	0.0%
43200.536	Postage	1,643	1,700	1,615	2,000	2,000	0.0%
43200.550	Printing and Advertising	1,485	2,000	1,604	2,000	2,000	0.0%
43200.570	Maintenance - Other	1,944	1,000	2,165	1,000	2,000	100.0%
43200.572	Interview Costs	0	0	117	0	0	0.0%
43200.610	Supplies	6,821	5,000	7,676	5,500	6,000	9.1%
43200.612	Uniforms, Boots, Etc.	2,340	1,500	941	1,500	1,500	0.0%
43200.613	Meters and Parts	1,658	0	899	0	1,000	100.0%
43200.614	Distribution Materials	7,293	6,000	18,891	6,500	7,000	7.7%
43200.622	Electricity	672	700	713	700	750	7.1%
43200.626	Gas, Grease and Oil	2,512	3,500	5,406	3,500	4,000	14.3%
43200.626	Heating	2,525	3,500	1,561	3,000	3,000	0.0%
43200.742	Capital Reserve Fund Contribution	120,000	130,000	130,000	140,000	160,000	14.3%
43200.805	Interest Expense	4	0	0	0	0	0.0%
43200.891	Capital Outlay	1,322	0	8,478	0	6,000	100.0%
	SUB TOTALS	563,626	482,467	479,778	501,098	534,071	7%
43200.412	State Water Tax	12,283	11,480	12,137	11,352	12,662	12%
43200.411	CWD Water Purchase	534,685	457,733	480,401	460,300	493,810	7%
	SUBTOTAL VILLAGE EXPENSE	1,110,594	951,680	972,316	972,750	1,040,543	7%
43210.412	State Water Tax - GF	54,211	59,752	63,375	68,255	63,875	-6%
745.043	CWD Water Purchase - GF	2,359,583	2,382,501	2,508,409	2,767,603	2,681,600	-3%
	TOTALS	3,524,388	3,393,933	3,544,101	3,808,608	3,786,018	-1%

WATER FUND REVENUES

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Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
34403.000 Misc - Unclassified Revenue			9,993	0		
34801.000 Sale of Water Residential	921,694	834,766	857,978	846,258	930,063	9.9%
34900.000 Sale of Water - GF	2,359,583	2,382,501	2,508,409	2,767,603	2,681,600	-3.1%
34902.000 Sale of Water - GF VT Tax	54,211	59,752	63,375	68,255	63,875	-6.4%
34812.000 Sale of Water - Large User	93,437	98,414	119,480	107,492	91,480	-14.9%
34811.000 Penalties	4,228	3,500	4,468	4,000	4,000	0.0%
34403.000 Hook on Fees	23,059	15,000	15,150	15,000	15,000	0.0%
34402.000 Interest on Investments	240	0	-	0	0	0.0%
<b>TOTALS</b>	<b>3,456,452</b>	<b>3,393,933</b>	<b>3,578,853</b>	<b>3,808,608</b>	<b>3,786,018</b>	<b>-1%</b>

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**Water Fund Capital Reserve Plan**

PROJECT or Equipment	Prior	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Vactor Truck (partial share)							20,000		
Algonquin complete loop between Cherokee & Iroquois							76,930		
Railroad Ave. Waterline Lincoln Place to Central Ave.	6,921				105,322				
Pearl St. Water Line Rehabilitation-235 Pearl to Susie Wilson							402,669		
Water meter upgrades to Radio Reads	131,417	14,990	27,996	25,787	26,676				
Water/Sewer Billing Conversion to NEMRC			10,000						
Maple St. Water Line	18,723	181,599							
Central St. Waterline Lincoln St. to Main St.								542,083	
Rosewood Lane Water Line Replacement			334,629						
Backhoe Replacement									114,333
Water Pickup Truck									41,527
Bond Payment		36,350	54,031	46,190	45,757	45,213	44,557	43,808	42,978
<b>Subtotal</b>		<b>232,939</b>	<b>426,656</b>	<b>71,977</b>	<b>177,755</b>	<b>45,213</b>	<b>544,157</b>	<b>585,891</b>	<b>198,838</b>

<b>Bond Projects</b>									
School St. Waterline	172,545	1,927							
Hillcrest Waterline	7,272	71,719							
Biar Lane Waterline	243	98,081	122,760						
Bond Legal Costs	644								
<b>Subtotal</b>	<b>180,704</b>	<b>171,727</b>							
<b>Total Spent</b>		<b>404,666</b>	<b>426,656</b>	<b>71,977</b>	<b>177,755</b>	<b>45,213</b>	<b>544,157</b>	<b>585,891</b>	<b>198,838</b>

**Water Fund Capital Reserve Funding and Fund Balance**

<b>Beginning Fund Balance</b>		<b>149,258</b>	<b>14,207</b>	<b>9,747</b>	<b>97,769</b>	<b>100,015</b>	<b>254,802</b>	<b>(69,355)</b>	<b>(415,246)</b>
Planned Spending		(404,666)	(426,656)	(71,977)	(177,755)	(45,213)	(544,157)	(585,891)	(198,838)
Bond Reimbursement	176,322	139,615	282,196						
Transfer in From Water. Operating Budget		130,000	140,000	160,000	180,000	200,000	220,000	240,000	260,000
<b>Projected Ending Fund Balance</b>		<b>14,207</b>	<b>9,747</b>	<b>97,769</b>	<b>100,015</b>	<b>254,802</b>	<b>(69,355)</b>	<b>(415,246)</b>	<b>(354,084)</b>

SANITATION BUDGET

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Acct. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
43200.110	Salaries - Regular	78,711	76,735	74,303	82,591	86,641	5%
43200.130	Salaries - Overtime	11,188	11,300	8,792	12,000	12,000	0%
43200.140	Salaries - Part-time	3,665	5,081	3,896	5,166	5,293	2%
43200.210	Health Insurance & Other Benefits	33,884	42,732	32,096	40,682	44,500	9%
43200.220	Social Security	6,658	7,208	6,495	7,690	8,013	4%
43200.226	Workers Compensation Insurance	3,955	4,557	4,570	4,581	5,208	14%
43200.230	Retirement	7,564	7,674	7,102	8,259	8,664	5%
43200.250	Unemployment Insurance	422	430	191	328	328	0%
43200.330	Other Professional Services	1,668	1,000	0	1,000	1,000	0%
43200.335	Audit Services	1,076	1,751	2,047	2,108	1,812	-14%
43200.340	Computer Expenses	2,338	2,500	2,402	1,000	2,500	150%
43200.410	Water & Sewer Charge	285	1,000	283	500	500	0%
43200.430	Sanitation Lines Maintenance	3,824	6,500	14,795	6,000	6,500	8%
43200.434	Pump Station Maintenance	8,281	5,000	17,955	8,000	10,000	25%
43200.436	Sanitation Line Backup Cleaning	2,000	1,500	0	1,500	2,000	33%
43200.441	Right-of-Way Agreements	8,479	1,020	1,472	1,058	1,098	4%
43200.491	Contractual Services	137,140	139,060	139,888	144,188	136,831	-5%
43200.500	Training, Conferences, Dues	0	500	95	150	200	33%
43200.521	Liability & Property Ins.	5,780	6,550	6,332	8,183	5,812	-29%
43200.536	Postage	3,272	3,000	3,252	3,500	3,500	0%
43200.550	Printing and Advertising	382	850	596	500	550	10%
43200.570	Maintenance - Other	3,079	1,000	1,070	1,500	1,500	0%
43200.572	Interview Costs	0	0	1,044	0	0	0%
43200.610	Supplies	1,161	1,000	3,674	1,000	1,000	0%
43200.612	Uniforms, Boots, Etc.	1,510	1,500	1,136	1,500	1,500	0%
43200.613	Meters and Parts	0	0	0	0	0	0%
43200.622	Electrical Service	9,708	10,000	9,396	11,000	12,000	9%
43200.623	Heating/Natural Gas	1,464	1,700	1,154	1,700	1,300	-24%
43200.626	Gas, Grease and Oil	2,023	3,500	1,703	2,500	2,500	0%
43200.742	Contribution to Sanitation Cap Rese	196,498	95,000	95,000	95,000	95,000	0%
43200.891	Capital Outlay	0	0	4,222	0	0	0%
43220.001	Susie Wilson Pump Station Costs	8,480	7,500	7,050	9,000	9,000	0%
43220.002	West St. Pump Station Costs	16,342	9,000	13,602	10,000	11,000	10%
	TOTALS	560,837	456,148	465,611	472,184	477,750	1.2%

SANITATION FUND REVENUES

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Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
500.000 Annual Customer Charge	529,162	528,322	540,524	552,556	567,372	3%
500.001 Penalties	2,446	2,000	2,510	2,500	2,500	0%
432.040 Miscellaneous	131,498	30,000	162,090	30,000	30,000	0%
440.000 Interest on Investments	585	0	0	0	0	0%
442.010 2 Party Agreement Revenue	15,000	15,000	15,000	15,000	15,000	0%
442.000 Essex Pump Station Fees	28,237	21,825	24,826	23,128	23,878	3%
TOTALS	706,928	597,147	744,950	623,184	638,750	2.5%

### Sanitation Fund Capital Reserve Plan

Project or Equipment	Prior	FY16	FY17	FY18	FY19	FY20	FY21
Vactor Truck Partial Share (Place Holder)							240,000
Miscellaneous Pump Station Work (alarms, etc.)	35,373	14,627					
Water Meter upgrades to radio reads	135,618	29,980	50,388	51,756	53,352	5,604	
Water/Sewer Billing Conversion to NEMRC		20,000	20,000				
Manhole Rehab/Sliplining		20,000		40,000		40,000	
River Street PS Control Panel, anodes	2,850	20,715					
School St.Rd Reconst. Waterline, Sanitary Sewer	102,637	1,146					
South Street PS Replace pump #1, 2 and valves, vent, anodes		2,482		2,500	40,000		
Trailer Pump			30,000				
HS Pump Station Upgrade Bond Payment	73,200	134,239	73,200	73,200	73,200	73,200	73,200
ARRA Stimulus Loan Repayment	14,880	14,880	14,880	14,880	14,880	14,880	14,880
Capital reserve annual expense		258,069	188,468	182,336	181,432	133,684	328,080

### Sanitation Capital Reserve Funding and Fund Balance

Beginning Fund Balance	607,791	572,722	479,254	391,918	305,486	266,802
Planned Spending	(258,069)	(188,468)	(182,336)	(181,432)	(133,684)	(328,080)
Transfer in From Sanit. Operating Budget	223,000	95,000	95,000	95,000	95,000	95,000
Projected Ending Fund Balance	572,722	479,254	391,918	305,486	266,802	33,722

WWTF OPERATIONS & MAINTENANCE BUDGET

DRAFT

01/20/17

Wholesale Rate 2.8443 per 1000 gal Increase = 4.14% 9:50 AM

Acct. #	Account	FYE15	FYE16	FYE16	FYE17	FYE18	% Change 18 vs 17
		Actual	Budget	Actual	Budget	Proposed Budget	
43200.110	Salaries - Regular	326,718	327,515	309,914	333,046	340,008	2.1%
43200.130	Salaries - Overtime	41,042	45,000	42,135	48,000	48,000	0.0%
43200.140	Salaries - Part-time	12,377	7,979	18,840	8,139	10,000	22.9%
43200.210	Health Insurance & Other Benefits	76,168	114,632	76,235	109,133	119,377	9.4%
43200.220	Social Security	26,386	29,367	26,949	30,142	30,613	1.6%
43200.226	Workers Compensation Insurance	17,178	17,747	16,100	17,400	20,215	16.2%
43200.230	Retirement	29,431	32,752	29,661	33,305	34,001	2.1%
43200.250	Unemployment Insurance	785	1,535	395	837	500	-40.3%
43200.320	Legal Services	775	1,000	165	1,000	1,000	0.0%
43200.330	Other Professional Services	0	4,000	3,025	6,000	4,000	-33.3%
43200.335	Audit Services	3,915	4,000	4,806	4,950	4,253	-14.1%
43200.410	Water & Sewer Charge	2,605	5,000	2,773	4,000	3,000	-25.0%
43200.432	Vehicle Maintenance	3,366	2,500	1,343	3,500	3,000	-14.3%
43200.491	Contractual Services	53,420	54,380	54,380	56,944	53,266	-6.5%
43200.500	Training, Conferences, Dues	7,684	6,500	4,880	6,500	6,500	0.0%
43200.521	Liability & Property Ins.	21,148	22,854	22,334	23,808	38,015	59.7%
43200.535	Telephone Services	4,568	4,800	4,790	6,000	6,000	0.0%
43200.565	Grit Disposal	6,247	8,500	8,087	9,000	15,000	66.7%
43200.567	Sludge Processing	107,536	150,000	145,800	130,000	130,000	0.0%
43200.568	Sludge Management	133,341	175,000	141,407	150,000	150,000	0.0%
43200.569	WWTF Annual Permit Fee	5,411	8,500	9,900	7,500	9,900	32.0%
43200.570	Maintenance - Other	130,300	75,000	138,364	85,000	90,000	5.9%
43200.573	Accident Claims	634	0	0	0	0	0.0%
43200.577	Contract Laboratory Service	6,919	8,500	6,940	9,000	9,000	0.0%
43200.610	Supplies	10,315	10,000	9,607	10,000	10,000	0.0%
43200.612	Uniforms, Boots, Etc.	6,326	5,000	3,656	6,000	5,000	-16.7%
43200.618	Supplies - Laboratory	17,865	11,000	14,883	13,000	15,000	15.4%
43200.619	Chemicals	203,201	195,000	207,746	195,000	210,000	7.7%
43200.622	Electrical Service	166,661	200,000	130,471	150,000	150,000	0.0%
43200.623	Heating	29,569	20,000	19,323	20,000	20,000	0.0%
43200.626	Gas, Grease and Oil	4,196	6,000	2,869	6,000	4,500	-25.0%
43200.742	Contribution to WWTF Cap Reserve	260,000	280,000	280,000	300,000	320,000	6.7%
43200.891	Capital Outlay	0	0	0	0	0	0.0%
TOTAL WWTF BUDGET		1,716,087	1,834,061	1,737,776	1,783,204	1,860,147	4.3%

WWTF OPERATION & MAINTENANCE REVENUES

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Acct. #	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
34801.000 Village Wastewater Revenues	750,570	740,293	761,379	699,161	668,063	-4%
34900.000 Wastewater Charge - Essex	465,440	461,175	462,284	436,976	476,928	9%
34901.000 Wastewater Charge - Williston	568,060	599,293	599,293	611,766	675,345	10%
34402.000 Interest Income	664	0	0	0	0	0%
34403.000 Miscellaneous	1,124	0	314	0	0	0%
34903.005 Misc. Pump Station Fees	30,300	30,300	30,300	30,300	30,300	0%
34903.001 Shared Septage Revenues	8,298	3,000	13,572	5,000	9,511	90%
34903.003 Shared Leachate Revenue	8,921	0	448	0	0	0%
<b>TOTAL WWTF REVENUE</b>	<b>1,833,377</b>	<b>1,834,061</b>	<b>1,867,590</b>	<b>1,783,203</b>	<b>1,860,147</b>	<b>4.3%</b>

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	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18 Proposed Budget	% Change 18 vs 17
<b>Breakdown of Village Revenues</b>						
34801.000 Village User Charge	712,301	731,293	729,799	681,161	645,063	-5%
34811.000 Village Users Penalties	3,309	3,000	3,540	3,000	3,000	0%
34812.000 Village Septage Revenues	16,848	6,000	27,144	15,000	20,000	33%
34813.000 Village Leachate Revenues	18,112	0	896	0	0	0%
<b>Total Village Revenues</b>	<b>750,570</b>	<b>740,293</b>	<b>761,379</b>	<b>699,161</b>	<b>668,063</b>	<b>-4%</b>

2017/18 WHOLESALE RATE DETERMINATION

FY18			
These percentages updated 11/16			
Williston	37.10%	237	19.79
Essex	26.20%	168	13.97
Essex Jct	36.70%	235	19.57
	100.00%	640	

	FY16 Budget	FY17 Budget	Proposed Budget FY18
TRI-TOWN BUDGET TOTAL	1,834,061	1,783,204	1,860,147
MINUS OFFSETTING REVENUES:			
WWTF FUND BALANCE			
INTEREST INCOME	0	0	0
MISC PUMP STATION FEES	30,300	30,300	30,300
SHARED SEPTAGE REVENUES	3,000	5,000	9,511
SHARED LEACHATE REVENUES	0	0	0
MISCELLANEOUS REVENUES	0	0	0
TOTAL OFFSETTING REVENUES	33,300	35,300	39,811
	=====	=====	=====
TOTAL AMT FOR WHOLESALE RATE CALCULATION	1,800,761	1,747,904	1,820,336
	=====	=====	=====
BUDGET TOTAL FOR RATE CALC.	1,800,761	1,747,904	1,820,336
** FLOW FOR CALCULATION OF RATE (MGAL)	670	640	640
Rate per 1000 Gals Treated			2.844

WHOLESALE RATE HISTORY

2007/08 WHOLESALE SEWER RATE	1.5734
2008/09 WHOLESALE SEWER RATE	1.5735
2009/10 WHOLESALE SEWER RATE	1.8641
2010/11 WHOLESALE SEWER RATE	2.1452
2011/12 WHOLESALE SEWER RATE	2.2657
2012/13 WHOLESALE SEWER RATE	2.4248
2013/2014 WHOLESALE SEWER RATE	2.5278
2014/2015 WHOLESALE SEWER RATE	2.6294
2015/2016 WHOLESALE SEWER RATE	2.6877
2016/2017 WHOLESALE SEWER RATE	2.7311
FYE 17 PROPOSED WHOLESALE SEWER RATE:	2.8443 4.1%

### WWTF Capital Reserve Plan

Project or Equipment	FYE15	FYE16	FYE17	FYE18	FYE19	FYE20
Server and SCADA software/network upgrades	15,072	12,937				
Co-Gen (Closed)	329,405	1,888				
Gas Compressor			18,000			
Automatic Samplers			30,000			
Front End Loader				60,000		
Vector Truck (place holder for FYE21)						
Digester Cleaning			75,000			
Capital Planning - 20 Year			30,000			
Return Activated Sludge (RAS) Pump			20,000			
Headworks Screen			200,000			
Alkalinity Control Installation			95,000			
ARRA Stimulus Loan Payback	2,457	2,457	2,457	2,457	2,457	2,457
<b>Capital reserve annual expense</b>		17,282	470,457	62,457	2,457	2,457

#### WWTF Capital Reserve Funding and Fund Balance

Beginning Fund Balance		207,108	469,827	299,370	556,913	894,456
Planned Spending		(17,282)	(470,457)	(62,457)	(2,457)	(2,457)
Transfer in From WWTF Operating Budget		280,000	300,000	320,000	340,000	360,000
<b>Projected Ending Fund Balance</b>		469,826	299,370	556,913	894,456	1,251,999

## RECREATION PROGRAMS FUND

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Acct. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18	% Change 18 vs 17
						Proposed Budget	
ADMINISTRATION							
45110.110	Salaries - Regular	0	0	0	0	32,718	100.0%
45110.140	Salaries - Part-time	0	0	0	0	15,121	100.0%
45110.210	Health Insurance & Other Benefits	0	0	0	0	9,717	100.0%
45110.220	Social Security	0	0	0	0	3,660	100.0%
45110.226	Workers Compensation Insurance	0	0	0	0	30,006	100.0%
45110.230	Retirement	0	0	0	0	4,150	100.0%
45110.291	Health Improvement Programs	0	0	0	0	350	100.0%
45110.330	Other Professional Services	0	0	0	0	4,667	100.0%
45110.442	Equipment Rentals	0	0	0	0	2,000	100.0%
45110.500	Training, Conferences, Dues	0	0	0	0	10,387	100.0%
45110.530	Communications	0	0	0	0	1,680	100.0%
45110.535	Telephone Services	0	0	0	0	4,500	100.0%
45110.536	Postage	0	0	0	0	3,219	100.0%
45110.550	Printing and Advertising	0	0	0	0	15,400	100.0%
	Total Administration	0	0	0	0	137,575	100.0%
RECREATION PROGRAMS							
45115.140	Salaries - Part-time	0	0	0	0	40,093	100.0%
45115.220	Social Security	0	0	0	0	3,079	100.0%
45115.330	Other Professional Services	0	0	0	0	86,206	100.0%
45115.410	Water & Sewer Charges	0	0	0	0	800	100.0%
45115.434	Maintenance - Buildings/Grounds	0	0	0	0	250	100.0%
45115.440	Rental	0	0	0	0	1,400	100.0%
45115.442	Equipment Rentals	0	0	0	0	1,225	100.0%
45115.500	Training, Conferences, Dues	0	0	0	0	850	100.0%
45115.536	Postage	0	0	0	0	79	100.0%
45115.550	Printing and Advertising	0	0	0	0	354	100.0%
45115.580	Travel	0	0	0	0	1,508	100.0%
45110.610	Supplies	0	0	0	0	24,795	100.0%
45110.800	Student Special Programs	0	0	0	0	1,388	100.0%
	Total Recreation Programs	0	0	0	0	162,027	100.0%
AFTER SCHOOL CHILDCARE							
45120.110	Salaries - Regular	0	0	0	0	172,966	100.0%
45120.140	Salaries - Part-time	0	0	0	0	149,687	100.0%
45120.210	Health Insurance & Other Benefits	0	0	0	0	64,490	100.0%
45120.220	Social Security	0	0	0	0	24,384	100.0%
45120.230	Retirement	0	0	0	0	19,973	100.0%
45120.291	Health Improvement Programs	0	0	0	0	1,750	100.0%
45120.330	Other Professional Services	0	0	0	0	15,566	100.0%
45120.421	Truck Lease	0	0	0	0	23,845	100.0%
45120.500	Training, Conferences, Dues	0	0	0	0	13,835	100.0%
45120.580	Travel	0	0	0	0	30,259	100.0%
45120.610	Supplies	0	0	0	0	28,061	100.0%
45120.626	Gas, Grease and Oil	0	0	0	0	1,750	100.0%
	Total After School Childcare	0	0	0	0	546,566	100.0%

## RECREATION PROGRAMS FUND

01/19/17  
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Acct. #	Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18	% Change 18 vs 17
						Proposed Budget	
	PRESCHOOL						
45121.110	Salaries - Regular	0	0	0	0	163,013	100.0%
45121.140	Salaries - Part-time	0	0	0	0	41,438	100.0%
45121.210	Health Insurance & Other Benefits	0	0	0	0	86,583	100.0%
45121.220	Social Security	0	0	0	0	15,641	100.0%
45121.230	Retirement	0	0	0	0	16,300	100.0%
45121.291	Health Improvement Programs	0	0	0	0	1,400	100.0%
45121.330	Other Professional Services	0	0	0	0	2,710	100.0%
45121.440	Rental	0	0	0	0	5,000	100.0%
45121.500	Training, Conferences, Dues	0	0	0	0	11,998	100.0%
45121.580	Travel	0	0	0	0	960	100.0%
45121.610	Supplies	0	0	0	0	4,500	100.0%
	Total Preschool	0	0	0	0	349,543	100.0%
	SUMMER DAY CAMPS						100.0%
45122.110	Salaries - Regular	0	0	0	0	35,535	100.0%
45122.140	Salaries - Part-time	0	0	0	0	160,235	100.0%
45122.220	Social Security	0	0	0	0	14,976	100.0%
45122.330	Other Professional Services	0	0	0	0	6,062	100.0%
45122.580	Travel	0	0	0	0	25,170	100.0%
41000.610	Supplies	0	0	0	0	15,499	100.0%
	Total Summer Day Camps	0	0	0	0	257,477	100.0%
	POOL						
45124.140	Salaries - Part-time	0	0	0	0	91,127	100.0%
45124.220	Social Security	0	0	0	0	6,972	100.0%
45124.330	Other Professional Services	0	0	0	0	9,110	100.0%
45124.410	Water & Sewer Charges	0	0	0	0	1,799	100.0%
45124.434	Maintenance - Buildings/Grounds	0	0	0	0	16,496	100.0%
45124.610	Supplies	0	0	0	0	5,839	100.0%
	Total Pool	0	0	0	0	131,343	100.0%
	CONCESSIONS						
45125.140	Salaries - Part-time	0	0	0	0	7,693	100.0%
45125.220	Social Security	0	0	0	0	589	100.0%
45125.500	Training, Conferences, Dues	0	0	0	0	140	100.0%
45125.610	Supplies	0	0	0	0	15,394	100.0%
	Total Concessions	0	0	0	0	23,816	100.0%
	PARKS & FACILITIES						
45220.500	Training, Conferences, Dues	0	0	0	0	1,500	100.0%
	Total Parks & Facilities	0	0	0	0	1,500	100.0%
	TOTAL PROGRAMS	0	0	0	0	1,609,847	100%

## RECREATION PROGRAMS FUND REVENUES

Account	FYE15 Actual	FYE16 Budget	FYE16 Actual	FYE17 Budget	FYE18	% Change 18 vs 17	
					Proposed Budget		
34720.000	Pool Day Admission	0	0	0	0	65,310	100%
34721.000	Pool Memberships	0	0	0	0	38,694	100%
34722.000	Swim Lessons	0	0	0	0	43,804	100%
34725.000	Concession Sales	0	0	0	0	25,977	100%
34750.000	Facility and Field Rental	0	0	0	0	8,232	100%
34779.000	Youth Programs	0	0	0	0	140,528	100%
34780.000	Adult Programs	0	0	0	0	62,343	100%
34781.000	Childcare Program	0	0	0	0	1,204,359	100%
34782.000	Shared Staffing Contract	0	0	0	0	11,925	100%
39505.000	Sponsorship	0	0	0	0	8,675	100%
	TOTALS	0	0	0	0	1,609,847	100%

**Parks & Rec Cap Reserve**

<b>PROJECT or Equipment</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>
Truck/Tractor Lease	13,525				
New Sign Lease	6,540				
Landscaping	5,500				
Maintenance Garage/Camp Addition	84,087				
<b>Subtotal</b>	<b>109,652</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Parks & Rec Fund Capital Reserve Funding and Fund Balance**

<b>Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Planned Spending	(109,652)				
Bond Reimbursement					
Transfer in From General Fund	109,652				
<b>Projected Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

ACCOUNT	FYE16 ACTUAL	FYE17 7/1-12/31/16	FYE17 1/1-6/30/17	FYE 17 7/16-6/17	FY18 PROPOSED	FYE18 MANAGER REC.
225-34700.000 SCMB	0.00	3,540.00	360.00	3,900.00	4,500.00	
225-34700.000 SCGF	0.00	9.00	10.00	19.00	20.00	
225-34700.000 SCNL	0.00	41.00	30.00	71.00	72.00	
<b>225-34700.000 TOTAL</b>	<b>0.00</b>	<b>3,590.00</b>	<b>400.00</b>	<b>3,990.00</b>	<b>4,592.00</b>	
225-34701.000 SGBT	0.00	478.00	480.00	958.00	960.00	
225-34701.000 SCCM	0.00	0.00	0.00	0.00	0.00	
225-34701.000 SCCF	0.00	718.80	0.00	718.80	800.00	
225-34701.000 SCCT	0.00	17.00	20.00	37.00	60.00	
225-34701.000 SCOH	0.00	0.00	30.00	30.00	30.00	
225-34701.000 SCRD	0.00	116.50	100.00	216.50	300.00	
225-34701.000 SCRF	0.00	62.50	100.00	162.50	200.00	
225-34701.000 SCAC	0.00	1,297.50	1,400.00	2,697.50	2,800.00	
225-34701.000 SCFR	0.00	12.00	0.00	12.00	0.00	
<b>225-34701.000 TOTAL</b>	<b>0.00</b>	<b>2,702.30</b>	<b>2,130.00</b>	<b>4,832.30</b>	<b>5,150.00</b>	
225-34702.000 SCJZ	0.00	712.00	850.00	1,562.00	1,850.00	
225-34702.000 SCM5	0.00	1,292.00	1,938.00	3,230.00	3,000.00	
225-34702.000 SCTR	0.00	3,584.00	4,000.00	7,584.00	8,500.00	
225-34702.000 SCAF	0.00	43.50	120.00	163.50	240.00	
<b>225-34702.000 TOTAL</b>	<b>0.00</b>	<b>5,631.50</b>	<b>6,908.00</b>	<b>12,539.50</b>	<b>13,590.00</b>	
225-34703.000 SCAH	0.00	900.00	600.00	1,500.00	800.00	
<b>225-34703.000 TOTAL</b>	<b>0.00</b>	<b>900.00</b>	<b>600.00</b>	<b>1,500.00</b>	<b>800.00</b>	
225-36400.000 SCCB	0.00	50.00	0.00	50.00	100.00	
225-36400.000 SCPB	0.00	62.00	90.00	152.00	160.00	
225-36400.000 SCDO	0.00	863.82	300.00	1,163.82	1,200.00	
<b>225-36400.000 TOTAL</b>	<b>0.00</b>	<b>975.82</b>	<b>390.00</b>	<b>1,365.82</b>	<b>1,460.00</b>	
225-36603.000 MISC. REV.	0.00	91.00	0.00	91.00	0.00	
HOEHL OP. GRANT BAL.		2,078.41	0.00	2,078.41	0.00	
HOEHL FL. GRANT BAL.		899.56	0.00	899.56	0.00	
<b>TOTAL REVENUE</b>	<b>0.00</b>	<b>13,799.62</b>	<b>10,428.00</b>	<b>24,227.62</b>	<b>25,592.00</b>	<b>0.00</b>

ACCOUNT	FYE16 ACTUAL	FYE17 7/1-12/31/16	FYE17 1/1-6/30/17	FYE 17 7/16-6/17	FY18 PROPOSED	FYE18 MANAGER REC.
225-34700.000 SCMB	0.00	3,540.00	360.00	3,900.00	4,500.00	
225-34700.000 SCGF	0.00	9.00	10.00	19.00	20.00	
225-34700.000 SCNL	0.00	41.00	30.00	71.00	72.00	
<b>225-34700.000 TOTAL</b>	<b>0.00</b>	<b>3,590.00</b>	<b>400.00</b>	<b>3,990.00</b>	<b>4,592.00</b>	
225-34701.000 SCBT	0.00	478.00	480.00	958.00	960.00	
225-34701.000 SCCM	0.00	0.00	0.00	0.00	0.00	
225-34701.000 SCCF	0.00	718.80	0.00	718.80	800.00	
225-34701.000 SCCT	0.00	17.00	20.00	37.00	60.00	
225-34701.000 SCOH	0.00	0.00	30.00	30.00	30.00	
225-34701.000 SCRD	0.00	116.50	100.00	216.50	300.00	
225-34701.000 SCRF	0.00	62.50	100.00	162.50	200.00	
225-34701.000 SCAC	0.00	1,297.50	1,400.00	2,697.50	2,800.00	
225-34701.000 SCFR	0.00	12.00	0.00	12.00	0.00	
<b>225-34701.000 TOTAL</b>	<b>0.00</b>	<b>2,702.30</b>	<b>2,130.00</b>	<b>4,832.30</b>	<b>5,150.00</b>	
225-34702.000 SCJZ	0.00	712.00	850.00	1,562.00	1,850.00	
225-34702.000 SCMS	0.00	1,292.00	1,938.00	3,230.00	3,000.00	
225-34702.000 SCTR	0.00	3,584.00	4,000.00	7,584.00	8,500.00	
225-34702.000 SCAF	0.00	43.50	120.00	163.50	240.00	
<b>225-34702.000 TOTAL</b>	<b>0.00</b>	<b>5,631.50</b>	<b>6,908.00</b>	<b>12,539.50</b>	<b>13,590.00</b>	
225-34703.000 SCAH	0.00	900.00	600.00	1,500.00	800.00	
<b>225-34703.000 TOTAL</b>	<b>0.00</b>	<b>900.00</b>	<b>600.00</b>	<b>1,500.00</b>	<b>800.00</b>	
225-36400.000 SCCB	0.00	50.00	0.00	50.00	100.00	
225-36400.000 SCPB	0.00	62.00	90.00	152.00	160.00	
225-36400.000 SCDO	0.00	863.82	300.00	1,163.82	1,200.00	
<b>225-36400.000 TOTAL</b>	<b>0.00</b>	<b>975.82</b>	<b>390.00</b>	<b>1,365.82</b>	<b>1,460.00</b>	
225-36603.000 MISC. REV.	0.00	91.00	0.00	91.00	0.00	
HOEHL DONATION BAL.		2,078.41	0.00	2,078.41	0.00	
HOEHL FLOORING GRANT BAL.		899.56	0.00	899.56	0.00	
<b>TOTAL REVENUE</b>	<b>0.00</b>	<b>13,799.62</b>	<b>10,428.00</b>	<b>24,227.62</b>	<b>25,592.00</b>	<b>0.00</b>



Community Development Department

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

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Fax: (802) 878-6946

## **MEMORANDUM**

**TO:** Pat Scheidel, Village Manager, Trustees  
**FROM:** Robin Pierce, Community Development Director *RP*  
**DATE:** January 10, 2017  
**SUBJECT:** Tax Stabilization request for 4 Pearl Street

The issue is whether the Trustees wish to approve a Tax Stabilization request for 4 Pearl Street.

### **Discussion**

The owner of 4 Pearl Street has submitted a letter requesting Tax Stabilization for the subject property. The building is substantially complete and is in receipt of a temporary certificate of Occupancy from the Village. One commercial unit is occupied, another is undergoing final fit up for a tenant; the rest are not completed. The residential units on the upper floors are being completed as they are rented. The exterior of the building is substantially complete. However, a canopy, steps, walls, and other sidewalk items will not be completed until spring of this year. A final Certificate of occupancy will be the indicator of satisfactory evidence that the improvements have been made in accordance with the Planning Commission approval, and the Village Land Development Code.

Tax stabilization must be approved by the Village Trustees by December 31st of the previous fiscal year. The property owner must submit a letter to the Village Trustees requesting tax stabilization in advance of making the required improvements. Upon receiving a letter requesting tax stabilization, the Trustees may issue a letter of commitment indicating that if the required improvements are made and satisfactory evidence of those improvements are provided to the Village of Essex Junction the Trustees will enter into a tax stabilization agreement in accordance with the following: Year 1: Taxed at 30% of the current assessed value of the real property. Year 2: Taxed at 50% of the current assessed value of the real property. Year 3: Taxed at 70% of the current assessed value of the real property. Year 4: Taxed at 100% of the current assessed value of the real property. All property tax stabilization agreements must be approved by December 31st to be eligible for tax stabilization the following fiscal year in order to allow the municipality to recognize the tax stabilization in its budget. Tax stabilization, approved by the Village of Essex Junction Trustees, applies only to the Village of Essex Junction taxes. Tax stabilization does not apply to Essex Junction School District or Town of Essex taxes. The Essex Junction School District has adopted a Commercial Tax Stabilization Policy similar to the Village of Essex Junction's Commercial Tax Stabilization Policy.

**Cost**

The appraisal of this property will occur in April of this year. Until that time there is no way to accurately compute the taxes foregone by the Village in this instance. However, as the property was vacant prior to the redevelopment and the new building substantially increases the capacity of the site it is unlikely that a stabilization approval will not impact Village revenue significantly.

**Recommendation**

It is recommended that the Trustees issue a letter of commitment indicating that if the required improvements are made and satisfactory evidence of those improvements are provided to the Village of Essex Junction the Trustees will enter into a tax stabilization agreement in accordance with the following: Year 1: Taxed at 30% of the current assessed value of the real property. Year 2: Taxed at 50% of the current assessed value of the real property. Year 3: Taxed at 70% of the current assessed value of the real property. Year 4: Taxed at 100% of the current assessed value of the real property at 4 Pearl Street.



Village of Essex Junction Trustees  
2 Lincoln Street  
Essex Junction, Vt. 05452

RECEIVED  
JAN 09 2017  
Village of Essex Junction

Re: Tax Stabilization Request for 4 Pearl Street

Dear Board of Trustees,

Please accept this request to enter into a tax stabilization agreement for 4 Pearl Street for the tax year 2017/2018. Many of the eligible improvements have already been made but it was impossible to quantify the final scope and costs until this time. If approved by the board we will now be able to perform an accurate accounting of the final improvements to the project.

If you have any questions or need additional information to act on this request please don't hesitate to contact me as soon as possible.

Thank You.

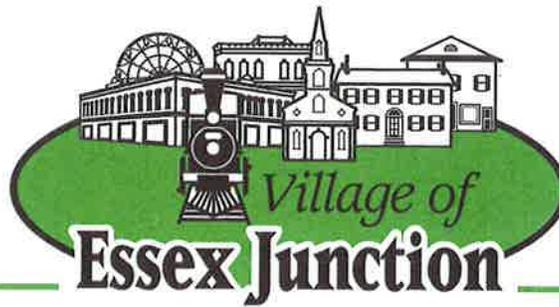
Sincerely,

A handwritten signature in black ink, appearing to read "P. Brett Grabowski", is written over a horizontal line.

P. Brett Grabowski

Cc: Robin Pierce

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



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

January 24, 2017

Mr. P. Brett Grabowski  
Milot Real Estate  
32 Seymour Street  
Williston, VT 05495

Dear Mr. Grabowski:

This is a Letter of Commitment for tax stabilization for 4 Pearl Street, if you comply with the following conditions:

1. Obtain all applicable federal, state and local project permits.
2. Make improvements in accordance with the Village of Essex Junction's Commercial Tax Stabilization Policy, greater than ten (10) percent of the current assessed value of the real property (\$3,141,800) between January 24, 2017 and January 24, 2018.
3. Upon completion of the project, which must be in compliance with your permit as shown by a Certificate of Occupancy, you shall provide the Village of Essex Junction evidence of the required capital investment (contracts, invoices, etc.).
4. If you meet the aforementioned conditions, the Village Trustees shall provide final approval and tax stabilization shall commence the subsequent year in accordance with the Village of Essex Junction's Commercial Tax Stabilization Policy.

Thank you for the investment in your property and the Village of Essex Junction.

Respectfully,  
VILLAGE OF ESSEX JUNCTION BOARD OF TRUSTEES

\_\_\_\_\_  
George A. Tyler, Village President

\_\_\_\_\_  
Elaine H. Sopchak, Vice President

\_\_\_\_\_  
Daniel S. Kerin, Trustee

\_\_\_\_\_  
Andrew P. Brown, Trustee

\_\_\_\_\_  
Lori A. Houghton, Trustee



## MEMORANDUM

TO: Village Trustees  
FROM: Pat Scheidel, Municipal Manager  
DATE: January 24, 2017  
SUBJECT: Trustees Meeting Schedule

### TRUSTEES MEETING SCHEDULE/EVENTS

February 14 6:30 PM	Adopt FYE 18 Proposed Budget and Capital Programs
February 28 6:30 PM	Adopt Warning for Annual Meeting
March 14 6:30 PM	Regular Meeting
March 28 6:30 PM	Regular Meeting
April 5 6:00 PM	Community dinner at Essex High School cafeteria
April 5 7:00 PM	Annual Meeting at Essex High School auditorium
April 11 7 AM-7 PM	Annual Meeting Australian ballot voting at Essex High School

**PROPOSED GENERAL FUND BUDGET SUMMARY FOR FYE 2018**

	BUDGET FYE2016	ACTUAL FYE2016	BUDGET FYE2017	ESTIMATED FYE2017	PROPOSED FYE2018	\$ CHANGE FYE2017	% CHANGE FYE2017
<b>REVENUES - SUMMARY</b>							
PROPERTY TAXES	\$11,352,328	\$11,406,510	\$11,951,764	\$11,950,259	\$12,486,189	\$534,425	4.47%
LICENSES AND PERMITS	\$58,000	\$64,480	\$71,500	\$60,900	\$66,300	(\$5,200)	-7.27%
INTERGOVERNMENTAL	\$375,100	\$393,884	\$375,200	\$391,800	\$388,800	\$13,600	3.62%
CHARGES FOR SERVICES	\$457,035	\$467,891	\$434,425	\$433,775	\$436,350	\$1,925	0.44%
FINES	\$155,000	\$182,747	\$160,000	\$141,000	\$141,000	(\$19,000)	-11.88%
MISCELLANEOUS	\$67,001	\$74,013	\$65,001	\$65,001	\$65,001	\$0	0.00%
<b>TOTAL</b>	<b>\$12,464,464</b>	<b>\$12,589,525</b>	<b>\$13,057,890</b>	<b>\$13,042,735</b>	<b>\$13,583,640</b>	<b>\$525,750</b>	<b>4.03%</b>
FUND BALANCE (INCREASE) DECREASE	\$123,000	(\$413,324)	\$125,000	\$134,418	\$125,000	\$0	N/A
<b>TOTAL REVENUE</b>	<b>\$12,587,464</b>	<b>\$12,176,201</b>	<b>\$13,182,890</b>	<b>\$13,177,153</b>	<b>\$13,708,640</b>	<b>\$525,750</b>	<b>3.99%</b>
<b>EXPENDITURES - SUMMARY</b>							
<b>GENERAL GOVERNMENT</b>							
SELECTBOARD	\$61,294	\$69,265	\$63,510	\$66,830	\$76,244	\$12,734	20.05%
TOWN MANAGER	\$421,341	\$427,654	\$648,054	\$647,954	\$412,851	(\$235,203)	-36.29%
ECONOMIC DEVELOPMENT	\$13,725	\$11,384	\$14,285	\$14,285	\$9,785	(\$4,500)	-31.50%
ELECTIONS	\$6,000	\$6,336	\$20,000	\$20,000	\$6,000	(\$14,000)	-70.00%
FINANCE	\$586,135	\$619,735	\$521,362	\$564,687	\$688,904	\$167,542	32.14%
TAX COLLECTION	\$6,020	\$6,648	\$6,850	\$6,650	\$6,850	\$0	0.00%
LEGAL SERVICES	\$55,000	\$71,204	\$55,000	\$55,000	\$60,000	\$5,000	9.09%
INFORMATION MANAGEMENT	\$51,000	\$52,536	\$61,000	\$61,000	\$388,581	\$327,581	537.02%
TOWN CLERK	\$227,785	\$235,147	\$226,617	\$226,617	\$210,578	(\$16,039)	-7.08%
BUILDINGS AND PLANT	\$327,020	\$322,833	\$285,340	\$251,650	\$264,585	(\$20,755)	-7.27%
R/E APPRAISAL	\$225,302	\$234,780	\$200,584	\$200,584	\$208,140	\$7,556	3.77%
PUBLIC WORKS	\$116,042	\$118,340	\$135,924	\$132,288	\$141,632	\$5,708	4.20%
COMMUNITY DEVELOPMENT	\$432,588	\$403,922	\$450,267	\$450,267	\$422,467	(\$27,800)	-6.17%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$2,529,252</b>	<b>\$2,579,784</b>	<b>\$2,688,793</b>	<b>\$2,697,812</b>	<b>\$2,896,617</b>	<b>\$207,824</b>	<b>7.70%</b>
<b>PUBLIC SAFETY</b>							
POLICE	\$4,028,123	\$3,664,361	\$4,011,006	\$4,009,256	\$4,108,617	\$97,611	2.43%
FIRE	\$401,040	\$418,789	\$475,091	\$473,041	\$509,496	\$34,405	7.24%
EMERGENCY MANAGEMENT	\$50,163	\$46,628	\$0	\$0	\$0	\$0	N/A
<b>TOTAL PUBLIC SAFETY</b>	<b>\$4,479,326</b>	<b>\$4,129,778</b>	<b>\$4,486,097</b>	<b>\$4,482,297</b>	<b>\$4,618,113</b>	<b>\$132,016</b>	<b>2.90%</b>
<b>TOWN HIGHWAYS AND STREETS</b>							
TOWN HIGHWAYS AND STREETS	\$2,091,226	\$2,079,596	\$2,185,036	\$2,171,707	\$2,223,079	\$38,043	1.74%
VILLAGE HIGHWAYS AND STREETS	\$780,095	\$780,070	\$1,000,641	\$1,000,641	\$1,064,813	\$64,172	6.41%
<b>TOTAL HIGHWAYS AND STREETS</b>	<b>\$2,871,321</b>	<b>\$2,859,666</b>	<b>\$3,185,677</b>	<b>\$3,172,348</b>	<b>\$3,287,892</b>	<b>\$102,215</b>	<b>3.20%</b>
<b>TOWN STORMWATER</b>							
TOWN STORMWATER	\$185,294	\$196,525	\$248,898	\$239,948	\$263,021	\$14,123	5.67%
VILLAGE STORMWATER	\$96,975	\$59,500	\$59,352	\$59,352	\$61,537	\$2,185	3.68%
<b>TOTAL STORMWATER</b>	<b>\$282,269</b>	<b>\$256,025</b>	<b>\$308,250</b>	<b>\$299,300</b>	<b>\$324,558</b>	<b>\$16,308</b>	<b>5.30%</b>
<b>SANITATION</b>	<b>\$12,500</b>	<b>\$7,692</b>	<b>\$12,500</b>	<b>\$13,000</b>	<b>\$14,500</b>	<b>\$2,000</b>	<b>16.00%</b>
<b>HEALTH AND WELFARE</b>	<b>\$203,493</b>	<b>\$208,825</b>	<b>\$223,075</b>	<b>\$228,075</b>	<b>\$253,108</b>	<b>\$30,033</b>	<b>13.46%</b>
<b>CULTURE AND RECREATION</b>							
RECREATION - ADMIN	\$315,394	\$316,771	\$301,727	\$301,407	\$312,481	\$10,754	3.56%
PARKS	\$249,265	\$221,395	\$268,709	\$267,254	\$277,078	\$8,369	3.11%
POOLS	\$121,398	\$117,029	\$135,346	\$138,221	\$145,185	\$9,839	7.27%
SENIOR BUS	\$71,356	\$71,103	\$113,462	\$113,837	\$127,457	\$13,995	12.33%
LIBRARIES	\$398,336	\$355,747	\$397,030	\$397,030	\$412,285	\$15,255	3.84%
CONSERVATION	\$20,900	\$11,659	\$20,900	\$20,900	\$20,650	(\$250)	-1.20%
<b>TOTAL CULTURE AND RECREATION</b>	<b>\$1,176,649</b>	<b>\$1,093,704</b>	<b>\$1,237,174</b>	<b>\$1,238,649</b>	<b>\$1,295,136</b>	<b>\$57,962</b>	<b>4.70%</b>
<b>DEBT SERVICE</b>	<b>\$607,488</b>	<b>\$607,488</b>	<b>\$602,765</b>	<b>\$607,488</b>	<b>\$560,318</b>	<b>(\$42,447)</b>	<b>-7.04%</b>
<b>INTERGOVERNMENTAL</b>	<b>\$425,166</b>	<b>\$434,616</b>	<b>\$438,184</b>	<b>\$438,184</b>	<b>\$458,398</b>	<b>\$20,214</b>	<b>4.61%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$12,587,464</b>	<b>\$12,177,578</b>	<b>\$13,182,515</b>	<b>\$13,177,153</b>	<b>\$13,708,640</b>	<b>\$526,125</b>	<b>3.99%</b>

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

**VILLAGE OF ESSEX JUNCTION  
BIKE/WALK ADVISORY COMMITTEE  
MINUTES OF MEETING  
JANUARY 9, 2017**

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

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

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**1. CALL TO ORDER**

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

**2. AGENDA ADDITONS**

None.

**3. MINUTES REVIEW**

**MOTION by JUD, SECOND by MICAH, to approve the NOVEMBER meeting minutes. ALL IN FAVOR. MOTION PASSED.**

**3. SPRING EVENT PLANNING**

Rick asked the committee if they would be interested in hosting Cycle de Mayo again this year. 2017 would be the third year of the event. All were in favor.

Micah noted that there were conflicts with many other events last year, which hurt attendance at Cycle de Mayo. He will be looking at other event schedules and will let the committee know what the best possible date for 2017 is.

Combining Cycle de Mayo with a larger event, or teaming up with another community partner, was discussed.

The committee began to brainstorm publicity for the event. Darby suggested making a Facebook event as soon as the date is set. She also suggested publicity opportunities through the local news and CCTV. Phoebe suggested contacting Seven Days to see if there could be a "Stuck in Vermont" segment written for the event.

Raj noted that EJRP will be doing a mountain biking camp this summer, and suggested working with EJRP and Essex Parks & Recreation on event publicity. He also suggested inviting the Essex Town Trails Committee to participate in Cycle de Mayo. Micah will be contacting the Maple Street pump track organizers to see if they are interested in getting involved with the event.

Jud suggested asking Eric to get in touch with his bike contacts throughout the state. Phoebe offered to get in touch with Local Motion.

After some discussion, the committee decided to reuse the logo from last year.

Phoebe suggested partnering with the library by purchasing biking related books to promote the event. Gabe suggested renting the smoothie bike for the event.

Rick offered to check to see if the date on last year's sign needs to be changed.

#### **4. UPDATE 2017 PROJECT PRIORITY LIST**

Rick brought up the 2016 ranking list. He let the committee know that he had been in contact with Dennis Lutz, Town Public Works Director, regarding the Route 15 bike lane project. This had ben flagged as a high priority goal last year.

Dennis is interested in writing this project into a technical assistance proposal to the CCRPC. However, this proposal would result in the bike lane being on the opposite side of the road, and require bicyclists to cross with traffic at the entrance to the Fort. This could be a part of a larger project, involving a road diet for Pearl Street and including bike lanes on both sides of the road and the elimination of the center traffic barrier.

The committee began to discuss this proposal. Phoebe noted that it might be difficult for newer cyclists to integrate in traffic in such a busy street. Raj suggested that the speed limit be lowered at this time as well. Gabe noted that it would be helpful for this project to somehow ensure that vehicles are in the proper lane, as there are many vehicles that find themselves in the turning lane by mistake.

All agreed that it would be worth the CCRPC studying this plan. Rick noted that this could be a way to simplify this area of the road and make it look more consistent with the rest of Pearl Street.

#### **5. NEXT MEETING & AGENDA**

The next meeting will be held on February 13<sup>th</sup> at 5:45 PM. The agenda is TBD.

#### **6. ADJOURNMENT**

**MOTION by RAJ, SECOND by JUD to ADJOURN. Adjourned at 6:46 PM. MOTION PASSED.**

Respectfully submitted, Darby Mayville.

## Patty Benoit

---

**Subject:** FW: Regional Dispatch update

**Importance:** High

**From:** Charles Baker [<mailto:cbaker@ccrpcvt.org>]

**Sent:** Tuesday, January 10, 2017 4:39 PM

**To:** Charles Baker <[cbaker@ccrpcvt.org](mailto:cbaker@ccrpcvt.org)>

**Cc:** Lee Krohn <[lkrohn@ccrpcvt.org](mailto:lkrohn@ccrpcvt.org)>

**Subject:** Regional Dispatch update

**Importance:** High

**TO:** Chittenden County Selectboard, City Council, and Village Trustee Chief Elected Officials

**CC:** Municipal Managers/Administrators/Clerks and Police, Rescue, & Fire Chiefs

**RE:** **Regional Dispatch Implementation Study Presentations**

At this time, we want to make you aware that the consultant team from DELTAWRX will be here on January 31<sup>st</sup> to present their findings and recommendations for implementing regional dispatch. We ask that you have at least one member of your elected body participate and encourage all Police, Fire, and Rescue Chiefs to attend.

**Two sessions will be held on January 31<sup>st</sup> at 12:30pm and again at 7:00pm.** We hope that having two sessions will allow for more participation. **Please RSVP to me or Lee by Wednesday, January 25<sup>th</sup>** to make sure we have adequate seating.

These are important meetings and will set the stage for next steps. As one of the first next steps, we will be contacting each municipal manager, administrator, or clerk to get on your Council/Trustee/Selectboard agenda in February or March to review the findings and next steps and obtain feedback.

As you will recall, the Chittenden County Regional Dispatch Implementation study is being conducted in response to municipal budget pressures, technology changes, potential changes in state dispatching model and/or charges, and recognition that emergency services dispatching might be provided better to the public utilizing a more regionalized approach.

If you would like to see more detail such as, project materials, meeting agendas and minutes, please see <http://www.ccrpcvt.org/our-work/emergency-management/regional-dispatch/>. If you have questions, please do not hesitate to contact me or Lee Krohn ([lkrohn@ccrpcvt.org](mailto:lkrohn@ccrpcvt.org) or 846-4490 x30).

*Charlie Baker*  
*Executive Director*  
*Chittenden County Regional Planning Commission*  
*110 West Canal Street, Suite 202*  
*Winooski, VT 05404*  
*(802) 846-4490 ext. \*23*  
*Direct line (802) 861-0115*  
*Cell (802) 735-3500*  
[www.ccrpcvt.org](http://www.ccrpcvt.org)

# Memorandum

**TO: Patrick C. Scheidel, Municipal Manager**

**Selectboard**

**Trustees**

**FROM: Dennis Lutz, P.E., Public Works Director**

**DATE: 9 January 2017**

**SUBJECT: Christmas Tree Pick-up (INFORMATION)**

The Public Works crews picked up Christmas Trees starting on Wednesday January 4, 2017 and ending on January 9, 2017. A total of 876 trees were picked up in the Town and 1200 in the Village, for a combined total of 2076 trees. The picked-up trees go to the Chittenden Solid Waste District where they are chipped and ultimately used for fuel.



89 Main Street, Suite 4  
Montpelier, Vermont 05602

Capitol Plaza Hotel and  
Conference Center

(800) 274-5252

Directions:  
[www.capitolplaza.com](http://www.capitolplaza.com)

# Town Meeting Tune-Up

Capitol Plaza Hotel and Conference Center  
Montpelier, Vt.  
Wednesday, February 8, 2017

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



George Tyler  
Village President  
Essex Junction Village  
2 Lincoln St  
Essex Junction VT 05452-3154

RECEIVED

JAN 11 2017

Village of Essex Junction

## 2017 VLCT ANNUAL TOWN MEETING TUNE-UP

This year, our annual workshop will feature a mock town meeting session led by Ed Chase, long-time Westford Town Moderator and parliamentary procedure expert. He will also review his comprehensive guide to moderating a town meeting. Moderators, selectboard members, town clerks, town managers and administrators, and all local officials who are interested in learning how to run town meeting are encouraged to attend. Content is designed for both new moderators and seasoned veterans. Copies of Robert's Rules of Order, 11<sup>th</sup> edition, will be available for purchase. Registration includes a light breakfast and lunch for attendees.

### WORKSHOP SESSIONS

- **Mock Town Meeting**  
Edward Chase, Moderator, Town of Westford, Vt.
- **Ruling the Unruly: Moderators Guide to Town Meeting Step by Step**  
Edward Chase, Moderator Town of Westford, Vt.
- **Moderating a Town Meeting Best Practices and Lessons Learned**  
Panelists will include  
VLCT Municipal Assistance Center attorneys,  
a Vermont Secretary of State Elections Division Representative,  
and town moderators

### REGISTRATION DEADLINE:

Wednesday, Feb. 1, 2017

VLCT PACIF Members	\$60.00
VLCT Members	\$90.00

To register online and review the event agenda, visit [www.vlct.org/eventscalendar](http://www.vlct.org/eventscalendar).

*Please include an additional \$10.00 per person if you register after the deadline. Refunds are available up to the registration deadline date.*

Questions? Contact VLCT at 800-649-7915 or email [info@vlct.org](mailto:info@vlct.org).

REGISTRATION BEGINS AT 8:30 A.M. THE WORKSHOP ENDS AT 2:30 P.M.



RECEIVED

JAN 11 2017

Village of Essex Junction

January 9, 2017

Dear VLCT Members:

We are anxious to share news with you about activities at VLCT related to Risk Management Services. Some of you may know that Ken Canning has left VLCT for a position with the North Carolina League of Municipalities. Ken departed on December 30 after 10 years of service to the Vermont League. We have definitely benefited from his experience, his service and his commitment to the membership and he will be missed.

Ken's leadership was instrumental in achieving many of the PACIF and VERB goals. New underwriting and claims IT systems were installed for PACIF on time and on budget and the merger of the Health and Unemployment Trusts into VERB was completed smoothly. VLCT assisted members with the challenging transitions in the health benefit system, including the move of most Vermont municipalities to Vermont Health Connect, the exchange created under the federal Affordable Care Act. Ken implemented a strategic planning process for PACIF and maintained PACIF's position as the premier municipal risk management program for Vermont municipalities. Clearly, Ken accomplished much during his tenure.

Now you may be asking "what's next?" We have spent time thinking about and planning for the future and for the immediate next steps for the organization. To that end, we are happy to announce that Joe Damiata, currently Managing Deputy Director for Risk Management Services, has accepted a promotion to Interim Director of Risk Management Services. Deputy Director Dave Sichel will continue to play a key role in the department and will assist Joe during the transition. In addition, Fred Satink, currently Manager of Loss Control Services, has accepted a promotion to Manager of Underwriting, Safety and Health Promotion and Jim Carrien, currently Loss Control Representative/Administrative Assistant has accepted a promotion to Loss Control Consultant.

We at the League are excited about the promotions and the restructuring in the Department and believe the changes will provide a seamless transition and allow us to continue to serve VLCT members well, without interruption, and with the professionalism you have come to expect.

As always, if you have questions or concerns, please contact us by telephone or email, and we will respond as promptly as possible.

*Sponsor of:*

VLCT Employment  
Resource and Benefits  
Trust, Inc.

VLCT Municipal  
Assistance Center

VLCT Property and  
Casualty Intermunicipal  
Fund, Inc.

Sincerely,

Maura Carroll  
Executive Director

*Serving and Strengthening Vermont Local Governments*

## Patty Benoit

---

**From:** Patricia Benoit <PBenoit@ESSEX.ORG>  
**Sent:** Wednesday, January 11, 2017 1:30 PM  
**To:** Patty Benoit  
**Subject:** FW: Warning of VLCT Special Membership Meeting, Feb. 15, 2017  
**Attachments:** Warning Special Meeting 02-15-17.docx; 02-15-17 special meeting voting delegate form.docx

From: David Gunn [dgunn@vlct.org] on behalf of Maura Carroll [mcarroll@vlct.org]  
Sent: Tuesday, January 10, 2017 3:00 PM  
To: Info  
Subject: Warning of VLCT Special Membership Meeting, Feb. 15, 2017

Following our annual meeting at Town Fair last October, the VLCT Board of Directors discussed how the conduct of the meeting might be improved so as to make the adoption of the Municipal Policy less confusing. This has been a recurring issue for several years, and the Board has now decided to ask the membership to address it.

Attached to this email is a warning for a special meeting of the VLCT membership on Wednesday, February 15, 2017, at the Capitol Plaza Hotel and Conference Center, 100 State Street, Montpelier, Vt., at 1:30 in the afternoon. The special meeting is called by the VLCT Board of Directors pursuant to Article VI, Section 2, of the Bylaws of the Vermont League of Cities and Towns. The purpose of the meeting is to vote upon a proposal to amend the VLCT Bylaws as they pertain to adoption of the VLCT Municipal Policy.

Also attached is a voting delegate form for the special meeting. Please take time to appoint a current local official as voting delegate, and then return the form to [info@vlct.org](mailto:info@vlct.org).

Pursuant to Article VI, Section 3, of the Bylaws, the presence of representatives from ten percent of the full member towns and cities shall constitute a quorum at any meeting of the Vermont League of Cities and Towns.

The special membership meeting will take place as part of Local Government Day in the Legislature. Should your voting delegate plan to attend only the special meeting, please inform us at [info@vlct.org](mailto:info@vlct.org) or by calling the VLCT offices at 800-649-7915.

If you have any questions regarding the amendment itself, please contact me at [mcarroll@vlct.org](mailto:mcarroll@vlct.org). We look forward to seeing you at the special meeting.

**WARNING**  
**VERMONT LEAGUE OF CITIES AND TOWNS**  
**SPECIAL MEETING**

**1:30 PM, Wednesday, February 15, 2017**  
**Capitol Plaza Hotel and Conference Center**  
**100 State Street, Montpelier, Vt.**

Pursuant to Article VI, Section 2, of the Bylaws, the Board of Directors of the Vermont League of Cities and Towns (VLCT) hereby warns and notifies the VLCT town and city members to meet at the Capitol Plaza Hotel and Conference Center, 100 State Street, Montpelier, Vermont, on Wednesday, February 15, at 1:30 in the afternoon, to act upon the following amendment to the VLCT Bylaws, which concerns the method of adopting the Vermont Municipal Policy. No other business shall be considered at this special meeting.

**ARTICLE X**  
**LEGISLATIVE POLICY**

SECTION 1. VERMONT MUNICIPAL POLICY – The broad outline of policies to be supported by the Vermont League of Cities and Towns during the ensuing legislative session will be developed by the legislative committees; reviewed, amended as needed, and approved by the Board of Directors; and adopted at ~~the~~ an annual or special meeting. Suggested policy amendments may also be presented by full members in writing prior to the meeting, or on the floor at the meeting. ~~The existing language of the Municipal Policy shall remain unchanged from year to year unless amended by two-thirds of the votes cast at a meeting. The draft policy shall be presented at a duly warned meeting of the membership and shall become the legislative policy of VLCT if approved by a majority of votes cast at the meeting.~~

SECTION 2.: SPECIFIC LEGISLATION. – The ~~Legislative-legislative Committees-committees~~ may recommend specific proposals of legislation within the adopted Vermont Municipal Policy for consideration by the Board of Directors.

SECTION 3.: POLICY CHANGES. – The Board of Directors may, from time to time during the ~~Legislative-legislative~~ session, modify the Vermont League of Cities and Towns' Municipal Policy within the guidelines adopted by the membership; determine which legislative proposals are consistent or counter to the Policy; adopt positions on issues not addressed in the Policy; resolve apparent conflicts within the Policy; and adopt positions on pieces of legislation that contain both proposals consistent with the Policy and proposals that are counter to the Policy. The Board may only take such actions when it finds that it would result in improving the ability of municipal government to serve its citizens.

**VLCT SPECIAL BUSINESS MEETING  
Local Government Day in the Legislature  
Wednesday, February 15, 2017  
Capitol Plaza**

**1:30 - 2:00 p.m. (immediately following luncheon speaker)**

**DELEGATE DESIGNATION FORM**

**We, the Selectboard/City Council of \_\_\_\_\_,  
designate the following individual as the voting delegate for our city/  
town at the 2017 Special Business Meeting for the purpose of  
amending the VLCT Bylaws:**

<b>Name (please print)</b>	<b>Position</b>

**We understand that the above individual will represent the city/town  
as a voting member of the VLCT membership.**

**Signed,**

\_\_\_\_\_  
**Chairperson**

\_\_\_\_\_  
**Date**

**Please complete and return by Friday, February 10, 2017, to VLCT, 89 Main Street,  
Suite 4, Montpelier, VT 05602 or email to [info@vlct.org](mailto:info@vlct.org). If you prefer, you may fax it to  
us at 802-229-2211 or submit it at the special meeting on Local Government Day.**

**Please note that this is not a Local Government Day registration form. Visit our  
website, [www.vlct.org/eventscalendar/](http://www.vlct.org/eventscalendar/), to register on-line.**

**If you plan to attend only the VLCT Special Meeting please check below. There is no  
charge to attend just the special meeting.**

**I will *only* be attending the VLCT Special Meeting.**

RECEIVED

JAN 19 2017

Village of Essex Junction

Mr. Patrick Scheidel, Vlg. Mgr  
Village of Essex Junction  
2 Lincoln Street  
Essex Jct., VT 05452

DATE: January 12, 2017  
TO: CCRPC Member Municipalities  
FROM: Bernadette Ferenc, Transportation Business Manager

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### PUBLIC HEARING NOTICE

The Chittenden County Regional Planning Commission (CCRPC) will hold a public hearing on **Wed., February 15, 2017 at 6:00 p.m.** in its offices at 110 West Canal Street, Suite 202; Winooski, to consider the following proposed major amendment to the FY2017-2020 Transportation Improvement Program (TIP) for adoption.

#### Major Amendments

##### **VT2A/US7/Creek Road/Bay Road Intersection, Colchester (Project HP037, Amendment FY17-04)**

- ▶ **Description of Change** – Increase federal funds for construction from \$2,378,880 to \$3,765,000. Add \$480,000 in FY17 and \$906,120 in FY18. This is a 58.3 percent increase in construction cost which is defined as a major amendment.
- ▶ **Reason for Change** - The previous \$2.38 (federal) million cost was based on Preliminary Plans which had been developed many years ago, prior to the project advancing into the Right-Of-Way phase. During the Final Plans phase a new estimate was established based on revised unit costs for all items, some minor changes based on ROW negotiations, additional traffic control considerations and other small changes. The project also includes a non-participating item – a waterline replacement which is not included in the federal estimate because it is being funded by Colchester Fire District #3.

##### **Exit 16 Park-and-Ride, Colchester (Project IN014, Amendment FY17-05)**

- ▶ **Description of Change** - Increase construction cost from \$250,000 to \$800,000. Add \$330,000 in FY17 and \$220,000 in FY18. This is a 42 percent increase in project cost which is defined as a major amendment.
- ▶ **Reason for Change** – The original cost estimate was based on minimal construction to convert an existing parking lot to a park-and-ride lot. Upon further investigation, it was determined that the additional improvements were necessary or desirable regarding lighting upgrades and electric vehicle charging infrastructure, ledge scaling to prevent boulders/rocks from falling onto the lot, stormwater treatment, traffic signal improvements and repaving.

The above changes add \$810,000 to the TIP in FY17 and \$1,126,120 in FY18. The TIP is a fiscally

constrained document and cannot exceed a maximum dollar amount independently set for each year. To accommodate the changes listed above funds must be removed from other projects on the TIP to maintain an equal total amount. The following minor amendments are proposed to maintain fiscal constraint.

#### **Minor Amendments**

##### **Railyard Enterprise Project, Burlington (Project HC015, Amendment FY17-06)**

- › Description of Change – Reduce funds in FY17 from \$960,000 to \$150,000.
- › Reason for Change – A Supplemental Scoping study is currently underway and will be completed in late spring 2017. This project is not anticipated to advance significantly in FY17 so \$150,000 is adequate to accommodate the project needs.

##### **Champlain Parkway, Burlington (Project HC001A, Amendment FY17-07)**

- › Description of Change – Move \$1,015,000 in federal construction funds from FY17 to FY21.
- › Reason for Change – The current schedule for this project is to begin construction in the fall of 2018 which will be FY19. The project has \$14.7 million in FY19 and \$14.9 million in FY20. The funds in FY18 are not needed.

##### **Modifications and Overruns (Project OT017, Amendment FY17-08)**

- › Description of Change – Designate the use of \$111,120 from Modifications and Overruns in FY18 to be used to maintain fiscal constraint.

Please notify your CCRPC representative of any concerns. Written comments on the proposed major amendment may be submitted by mail to the address above or by telephone or email to Christine Forde ([cforde@ccrcpvt.org](mailto:cforde@ccrcpvt.org)) or phone, ext. 13.

Additional copies of this notice and draft TIP amendment have been sent to each municipal clerk for posting on the public bulletin board.

bf

cc: CCRPC Board members

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# CHAMPLAIN WATER DISTRICT

Dedicated to Quality Water & Service



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

**RECEIVED**

**JAN 19 2017**

**Village of Essex Junction**

The Board of Commissioners of the Champlain Water District presents a 2017-2018 Operating and Capital Improvement Budget for both the Wholesale and Retail Departments of the Champlain Water District to the citizens within its membership.

There will be a public meeting to discuss these proposed fiscal year 2017-2018 Operating and Capital Improvement Budgets **at 7:00 p.m. on Wednesday, January 18th at Lincoln Hall in Essex Junction.** All citizens of the Towns of Shelburne, Essex, Williston, Colchester, Milton, the Villages of Jericho and Essex Junction, and the Cities of South Burlington and Winooski are invited to attend.

Copies of the proposed budgets are displayed at each of the above municipal offices. The proposed wholesale budget totaling \$7,604,550 requires an increase in the uniform wholesale rate from \$2.038 per 1000 gallons to \$2.100 per 1000 gallons. This 6.2 cents per 1000 gallon increase means that the average family using 71,000 gallons per year will pay an additional \$0.37 per month, which is an increase of \$4.40 per year.

The Annual Meeting of the District will be held at **7:00 p.m. on Tuesday, April 4, 2017 at the St. Michael's College Pomerleau Alumni Center on Lime Kiln Road.** The meeting warning will include:

- Article I: To hear and act upon the reports of the Officers.
- Article II: To elect officers required by the Charter of the Champlain Water District; Moderator, Auditor, and Clerk/Treasurer.
- Article III: To act upon both a wholesale and retail budgets as presented by the Board of Commissioners for the ensuing year, and appropriate such sums as may be necessary to meet the expenses of the District.

All questions in this regard should be made to Jim Fay, General Manager, at the District address below.

## **AN OVERVIEW OF PROPOSED OPERATING AND CAPITAL IMPROVEMENT BUDGETS OF THE CHAMPLAIN WATER DISTRICT FOR FISCAL YEAR 2017-2018**

This proposed fiscal year 2017-2018 operating budget is presented for your information, review, approval, and a recommendation at the Champlain Water District (CWD) Annual Meeting of April 4, 2017. The CWD management has developed financial plans, for both the Wholesale and Retail departments, and has utilized these plans to set priorities enabling the preparation of this budget. The financial plan sets forth a purpose; defines related assumptions; goals are established and priorities are listed in numerical and chronological importance to the District operation.

In using these defined assumptions and goals in developing this budget, it has been necessary to postpone some investment items on the priority list. These projects are noted as such to indicate future capital needs of the District.

Into this financial strategy we have incorporated and prioritized a schedule of CWD's debt service and a schedule of anticipated CWD capital improvements with estimated costs (2017 dollars). This data has been organized and appropriately incorporated into the fiscal year 2017-2018 budget as applicable.

In our attempt to present a balanced budget, and to minimize the impact of the District's water rate increase, we have incorporated only the critical and necessary projects in the priority list of this plan for the fiscal year 2017-2018.

We look forward to presenting and discussing CWD's financial program for fiscal year 2017-2018 with each of you.

CWD Management

**CHAMPLAIN WATER DISTRICT  
BUDGET PROPOSAL FOR FISCAL YEAR 2017-2018**

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**APPENDIX**

- ◆ Data Relative To The CWD Organization, Treatment Process & Capacities
- ◆ Graph of Historical Wholesale Water Rates - FY 1990 - 2018
- ◆ Graph of Historical Annual Water Sales - FY 1983 – 2016
- ◆ Map of CWD Demand Areas – FY 2015-2016
- ◆ Itemized Schedule of Wholesale Existing Debt Service - FY 2017-2018
- ◆ Schedule of Wholesale Debt Service - FY 2017 - 2020
- ◆ Graph of Annual Debt Service Forecast - FY 1998 - 2026
- ◆ Comparative Retail Water Rates Survey – December 2016

# WHOLESALE DEPARTMENT

## FINANCIAL PLANNING FOR THE FISCAL YEAR 2017-2018

The primary function of the Champlain Water District (CWD) is to provide a high quality drinking water, protective of public health, which exceeds all established Federal and State drinking water requirements, and to provide the highest level of water related support services achievable, using prudent utility practices and within the financial constraints of the District. Support activities and projects must be considered within the context of their purpose to complement these overall goals.

Financial planning must, by its nature, rely on assumptions about future events. Planners must define and itemize the assumptions used to build models and must identify priorities for resource allocation. Goals must be established which are consistent with the total functional mission of the District.

In planning for the fiscal management of the district, planning assumptions and priorities have been established. Within this framework, the following assumptions and priorities are listed for the 2017-2018 fiscal year plan.

### Assumptions:

1. The overall water sales are assumed to remain level at an average of 9.40 million gallons per day as was the fiscal year 2016-2017 budget due to present economic conditions and industrial usage pattern.
2. Water sales revenue will generate approximately 94.48% of the total CWD revenues.
3. The District will present a balanced budget to its membership.
4. The District will continue to coordinate and fund the \$172,000 State of Vermont water supply fee program for all its membership water systems; each member will reimburse its flow proportional share to the District.
5. The District will practice cost containment to minimize the required rate increase from \$2.038/1000 gallons to \$2.100/1000 gallons, while formalizing plans to carry out the required recommendations of CWD's Interim Ten Year Master Plan (2016-2026), and maintaining the budgetary Capital Reserve Fund contributions.
6. As part of CWD's master planning process, continued study, planning and cost estimates will be performed in order to maintain adequate supply reliability and redundancy in all major water supply components.
7. As part of CWD's master planning process, the District will further apply computer technology such as Computer Assisted Design and Drafting (CADD), Automated Mapping Facilities Management (AM/FM), Geographical Information System (GIS), and hydraulic computer analysis of piping networks, into an integrated and optimized approach to system information management.
8. As part of CWD's master planning process, continued study of the total CWD transmission and storage network will be analyzed to determine future needs and requirements to be able to construct transmission system improvements and assist in identifying future water storage needs of our served municipal systems.
9. There will be continued effort to implement and utilize the CWD Source Protection Plan and Distribution System Water Quality Management Plans in order to optimize all four of CWD's water treatment barriers.
10. The District has begun to implement a Pipe Integrity Program to document the condition of its transmission piping system.
11. The District will continue to carry out a public information and outreach program that will be funded by the CWD fiscal year budget.

12. The Capital Reserve Account will be funded through the "Current Year Capital Contribution" line item (#589) in the fiscal year 2017-2018 budget totaling \$595,000 for planned future expenditures.
13. A long-term storage tank inspection and recoating contract will be reviewed annually and maintenance will be scheduled and implemented as forecasted in this contract with Utility Service Company Inc.
14. A long-term facility adsorption clarifier and filter rebuild program will be reviewed annually and maintenance will be scheduled and implemented as forecasted in this contract with Utility Service Company Inc.
15. As initially developed through the District's Five-Year Strategic Planning Process, CWD's Rate Model will continue to be utilized for all future budgeting and long term planning of capital expenditures.
16. The District will utilize its master planning approach as the planning tool for all future CWD capital investments. Listed in the table below are capital expenditures that are identified through the Ten Year Master Plan (2016-2026).
17. Expenditures which are not necessary to accomplish the above delineated water quality and service goals within the 2017-2018 fiscal year will be delayed or postponed to a subsequent budget year.

**PRIORITIES:** **AMOUNT AND SOURCE OF FUNDING REQUIRED**

	TOTAL COST ESTIMATE	FY 2017-18 ANNUAL COST	PROPOSED SOURCE
1. The District will continue in an aggressive planning and research mode to evaluate the effects of, and ensure proactive compliance with future EPA Safe Drinking Water Act regulations.	Continued Planning and Research In House	-----	FY Budget
2. The CWD planning process will focus on maintaining adequate and reliable capacity to supply the required volumes of water to its consumers, while also complying with State mandated hydraulic and served water storage requirements, in conjunction with the Interim 10 year Master Plan.	Continued Planning and Research In House	-----	FY Budget
3. CWD will continue a strong program of public information and outreach.	Continued Public Information Program	-----	FY Budget
4. The District will further apply computer technology such as Computer Assisted Design and Drafting (CADD), Automated Mapping Facilities Management (AM/FM), Geographical Information System (GIS), and hydraulic computer analysis of piping network, into an integrated approach to system information management as part of the Interim 10 year Master Plan.	Continued Planning and Research In House	-----	FY Budget
5. CWD will utilize the Source Protection Plan and also the Distribution System Water Quality Management Plan to optimize all four water treatment barriers per AWWA guidelines.	Continued Planning and Research In House	-----	FY Budget
6. The District's annual budget will fund Equipment Purchases, and System Upgrades and Improvements as specifically identified on page 12 (Accounts 672 and 673).	\$ 58,500	\$ 58,500	FY Budget

**PRIORITIES:**

**AMOUNT AND SOURCE OF FUNDING REQUIRED**

	<b>TOTAL COST ESTIMATE</b>	<b>FY 2017-18 ANNUAL COST</b>	<b>PROPOSED SOURCE</b>
7. Filter and Clarifier Rebuild Program	\$ 100,000	\$ 100,000	Capital Reserve Account
8. Transmission System Valve Replacement Program	\$ 26,000	\$ 26,000	Capital Reserve Account
9. Transmission System Venturi Meter Replacement Program	\$ 10,000	\$ 10,000	Capital Reserve Account
10. Raw Water Pump Station Pump and Motor Replacement	\$ 85,000	\$ 85,000	Capital Reserve Account
11. Vehicle Replacement Plan	\$ 60,000	\$ 60,000	Capital Reserve Account
12. Raw Water Pump Control Valve	\$ 30,000	\$ 30,000	Capital Reserve Account
13. Plant Pipe Reconditioning Program	\$ 20,000	\$ 20,000	Capital Reserve Account
14. Twin Filtered Water Tank & Wet Well Expansion	\$3,800,000	\$3,800,000	20 Year State Revolving Fund
15. 50 HP 4-WD Tractor	\$ 55,000	\$ 55,000	Capital Reserve Account
16. Well #7 Meter Vault – Interior Piping	\$ 150,000	\$ 150,000	Capital Reserve Account
17. CWD Share of Williston Storage Tank	\$ 555,000	\$ 555,000	20 Year State Revolving Fund
18. Spare Lake Water Intake Screen	\$ 50,000	\$ 50,000	Capital Reserve Account
19. Milton Meter Vault	\$ 150,000	\$ 150,000	Capital Reserve Account
20. Williston South Tank Communications Tower	\$ 100,000	\$ 100,000	Capital Reserve Account
21. Treatment Plant HVAC Improvements	\$ 150,000	\$ 150,000	Capital Reserve Account
22. Filter and Clarifier Rebuild Program (2018-2019).	\$ 100,000*	-----	Capital Reserve Account
23. Plant Pipe Reconditioning Program (2018-2019).	\$ 10,000*	-----	Capital Reserve Account
24. Transmission System Venturi Meter Replacement Program (2018-2019).	\$ 10,000*	-----	Capital Reserve Account
25. Transmission System Valve Replacement Program (2018-2019).	\$ 26,000*	-----	Capital Reserve Account
26. Raw Water Pump Station Pump and Motor Replacement (2018-2019).	\$ 85,000*	-----	Capital Reserve Account
27. Raw Water Pump Control Valve (2018-2019).	\$ 30,000*	-----	Capital Reserve Account
28. Vehicle Replacement Plan (2018-2019).	\$ 50,000*	-----	Capital Reserve Account
29. Exit 16 Double Diamond (2018-2019).	\$ 350,000*	-----	20 Year Municipal Bond
30. Filter Effluent Pump System Upgrade (2018-2019).	\$ 300,000*	-----	Capital Reserve Account
31. "Close-In" Transmission Main Cross-Tie (2018-2019).	\$ 750,000*	-----	20 Year Municipal Bond

**PRIORITIES:**

**AMOUNT AND SOURCE  
OF FUNDING REQUIRED**

	<b>TOTAL COST ESTIMATE</b>	<b>FY 2017-18 ANNUAL COST</b>	<b>PROPOSED SOURCE</b>
32. Williston East Tank Demolition (2018-2019).	\$ 50,000*	-----	Capital Reserve Account
33. PAC System Forklift (2018-2019).	\$ 90,000*	-----	Capital Reserve Account
34. Spear Street PRV Vault Replacement and Upgrade (2018-2019).	\$ 150,000*	-----	Capital Reserve Account
35. Permanganate Process Upgrade (2018-2019).	\$ 30,000*	-----	Capital Reserve Account
36 North Intake Sample / Chemical Feed Upgrade (2018-2019).	\$ 200,000*	-----	Capital Reserve Account
37. Jericho Tank (2018-2019).	\$ 300,000*	-----	Capital Reserve Account
38 Transmission System Venturi Meter Replacement Program (2019-2020).	\$ 10,000*	-----	Capital Reserve Account
39. Vehicle Replacement Plan (2019-2020).	\$ 50,000*	-----	Capital Reserve Account
40. Raw Water Pump Station Pump and Motor Replacement (2019-2020).	\$ 85,000*	-----	Capital Reserve Account
41. Plant Pipe Reconditioning Program (2019-2020).	\$ 10,000*	-----	Capital Reserve Account
42. Transmission System Valve Replacement Program (2019-2020).	\$ 26,000*	-----	Capital Reserve Account
43. Raw Water Pump Control Valve (2019-2020).	\$ 30,000*	-----	Capital Reserve Account
44. Allen Road Meter Vault (2019-2020).	\$ 100,000*	-----	Capital Reserve Account
45. Old Filtered Water Tank Rehabilitation (2019-2020).	\$ 200,000*	-----	Capital Reserve Account
46. Main Service Pump #3 and Discharge Header (2019-2020).	\$ 150,000*	-----	Capital Reserve Account
47. Essex South Tank Flow Control Valve & Passive Mixing System (2019-2020).	\$ 80,000*	-----	Capital Reserve Account
48. Vehicle Replacement Plan (2020-2021).	\$ 50,000*	-----	Capital Reserve Account
49 Transmission System Venturi Meter Replacement Program (2020-2021).	\$ 10,000*	-----	Capital Reserve Account
50. Plant Pipe Reconditioning Program (2020-2021).	\$ 10,000*	-----	Capital Reserve Account
51. Raw Water Pump Station Pump and Motor Replacement (2020-2021).	\$ 85,000*	-----	Capital Reserve Account
52. Transmission System Valve Replacement Program (2020-2021).	\$ 26,000*	-----	Capital Reserve Account
53. Raw Water Pump Control Valve (2020-2021).	\$ 30,000*	-----	Capital Reserve Account
54. Essex West Pump Station and Pipeline Interconnection to Essex Town (2020-2021).	\$ 750,000*	-----	20 Year Municipal Bond
55. Second Emergency Backup PRV Feed from HS to MS (2020-2021).	\$ 50,000*	-----	Capital Reserve Account
56. Parallel Lake Water Transmission Main – Plant End (2020-2021).	\$ 250,000*	-----	Capital Reserve Account

**PRIORITIES:**

**AMOUNT AND SOURCE  
OF FUNDING REQUIRED**

	<b>TOTAL COST ESTIMATE</b>	<b>FY 2017-18 ANNUAL COST</b>	<b>PROPOSED SOURCE</b>
57. Vehicle Replacement Plan (2021-2022).	\$ 50,000*	-----	Capital Reserve Account
58. Filter and Clarifier Rebuild Program (2021-2022).	\$ 55,000*	-----	Capital Reserve Account
59. Transmission System Venturi Meter Replacement Program (2021-2022).	\$ 10,000*	-----	Capital Reserve Account
60. Plant Pipe Reconditioning Program (2021-2022).	\$ 10,000*	-----	Capital Reserve Account
61. Transmission System Valve Replacement Program (2021-2022).	\$ 26,000*	-----	Capital Reserve Account
62. Raw Water Pump Station Pump and Motor (2021-2022).	\$ 85,000*	-----	Capital Reserve Account
63. Raw Water Pump Control Valve (2021-2022).	\$ 30,000*	-----	Capital Reserve Account
64. Admin Offices / Garage Construction / Generator (2021-2022).	\$ 3,000,000*	-----	30 Year Municipal Bond

Items in bold indicate expenses for FY 2017-2018 Budget

\* Engineer's preliminary estimates for budgetary purposes.

**CHAMPLAIN WATER DISTRICT  
CAPITAL RESERVE BUDGET  
FISCAL YEAR 2016-2017 THROUGH 2018-2019**

FUND BALANCE JULY 1, 2016		\$1,071,594
<b><u>2016-2017 PROJECTED INCOME TO RESERVE FUND</u></b>		
INTEREST	2,000	
CONNECTION FEES	5,000	
PRIOR YEAR SURPLUS (2015-2016)	711,854	
EXIT 16 DOUBLE DIAMOND (FROM BOND)	110,000	
PROVISION FOR FUTURE CAPITAL INVESTMENTS	<u>620,000</u>	
TOTAL PROJECTED INCOME TO RESERVE FUND 2016-2017		\$1,448,654
<b><u>BUDGETED PROJECTS 2016-2017</u></b>		
VEHICLE REPLACEMENT PLAN	55,000	
HIGH SERVICE PUMP DISCHARGE HEADER REPLACEMENT	500	
VALVE ACTUATOR ARM	25,000	
ANTENNAE TOWER AT DORSET STREET TANK	27,793	
TRANSMISSION SYSTEM VENTURI METER REPLACEMENT PROGRAM	10,000	
PLANT PIPE RECONDITIONING PROGRAM	85,000	
TRANSMISSION SYSTEM VALVE REPLACEMENT PROGRAM	28,000	
RAW WATER PUMP STATION PUMP AND MOTOR REPLACEMENT	85,000	
EXIT 16 DOUBLE DIAMOND	110,000	
TWIN FILTERED WATER TANK	120,000	
PURCHASE OF GREEN MOUNTAIN POWER PARCEL EAST OF WATER TREATMENT PLANT	280,000	
ESSEX TOWN WEST VALVE AND ACTUATOR	10,000	
CLEAR SCADA	50,000	
JERICO PUMP STATION - DRIVEWAY	11,000	
TREATMENT PLANT - ROOF AND FLOOR DRAIN	10,000	
CHEMICAL GARAGE METAL REPLACEMENT	40,000	
MILTER METER VAULT	5,000	
WILLISTON SOUTH TANK COMMUNICATIONS TOWER	25,000	
TREATMENT PLANT PAVING	30,000	
SHELBURNE NORTH TANK	59,000	
PAC TREATMENT SYSTEM	60,000	
HIGH SERVICE MCC ROOM HVAC UPGRADE	5,000	
CASCADE STREET METER VAULT	<u>215,000</u>	
TOTAL BUDGETED PROJECTS 2016-2017		(\$1,324,293)
EXPECTED ENDING BALANCE JUNE 30, 2017		\$1,195,955
<hr/>		
EXPECTED BALANCE JULY 1, 2017		\$1,195,955
<b><u>2017-2018 PROJECTED INCOME TO RESERVE FUND</u></b>		
INTEREST	2,000	
CONNECTION FEES	5,000	
CWD SHARE OF WILLISTON STORAGE TANK (FROM BOND)	555,000	
TWIN PLANT FILTERED WATER TANK & WET WELL EXPANSION (FROM BOND)	3,800,000	
PROVISION FOR FUTURE CAPITAL INVESTMENTS	<u>595,000</u>	
TOTAL PROJECTED INCOME TO RESERVE FUND 2017-2018		\$4,957,000
<b><u>BUDGETED PROJECTS 2017-2018</u></b>		
VEHICLE REPLACEMENT PLAN	60,000	
TRANSMISSION SYSTEM VENTURI METER REPLACEMENT PROGRAM	10,000	
TRANSMISSION SYSTEM VALVE REPLACEMENT PROGRAM	28,000	
PLANT PIPE RECONDITIONING PROGRAM	20,000	
RAW WATER PUMP STATION PUMP AND MOTOR REPLACEMENT	85,000	
RAW WATER PUMP CONTROL VALVE	30,000	
FILTER AND CLARIFIER REBUILD PROGRAM	100,000	
TWIN FILTERED WATER TANK	3,629,307	
50 HP 4-WD TRACTOR	55,000	
WELL #7 METER VAULT - INTERIOR PIPING	150,000	
WILLISTON HIGH SERVICE SUPPLEMENTARY STORAGE TANK	555,000	
SPARE LAKE WATER INTAKE SCREEN	50,000	
WILLISTON SOUTH TANK COMMUNICATIONS TOWER	100,000	
MILTON METER VAULT	150,000	
"CLOSE-IN" TRANSMISSION MAIN CROSS-TIE	50,000	
TREATMENT PLANT HVAC IMPROVEMENTS	<u>150,000</u>	
TOTAL BUDGETED PROJECTS 2017-2018		(\$5,220,307)
EXPECTED ENDING BALANCE JUNE 30, 2018		\$932,648
<hr/>		
EXPECTED BALANCE JULY 1, 2018		\$932,648
<b><u>2018-2019 PROJECTED INCOME TO RESERVE FUND</u></b>		
INTEREST	2,000	
CONNECTION FEES	5,000	
EXIT 16 DOUBLE DIAMOND (FROM BOND)	195,000	
CLOSE-IN TRANSMISSION MAIN CROSS-TIE (FROM BOND)	500,000	
FEDERAL HIGHWAY ADMINISTRATION GRANT	345,000	
PROVISION FOR FUTURE CAPITAL INVESTMENTS	<u>690,000</u>	
TOTAL PROJECTED INCOME TO RESERVE FUND - 2018-2019		\$1,737,000
<b><u>BUDGETED PROJECTS 2018-2019</u></b>		
VEHICLE REPLACEMENT PLAN	50,000	
FILTER AND CLARIFIER REBUILD PROGRAM	100,000	
TRANSMISSION SYSTEM VALVE REPLACEMENT PROGRAM	28,000	
PLANT PIPE RECONDITIONING PROGRAM	10,000	
RAW WATER PUMP STATION PUMP AND MOTOR REPLACEMENT	85,000	
RAW WATER PUMP CONTROL VALVE	30,000	
TRANSMISSION SYSTEM VENTURI METER REPLACEMENT PROGRAM	10,000	
EXIT 16 DOUBLE DIAMOND	540,000	
WILLISTON EAST TANK DEMOLITION	50,000	
PAC SYSTEM FORKLIFT	90,000	
SPEAR STREET PRV VAULT REPLACEMENT AND UPGRADE	150,000	
FILTER EFFLUENT PUMP SYSTEM UPGRADE	300,000	
PERMANGANATE PROCESS UPGRADE	30,000	
NORTH INTAKE SAMPLE / CHEMICAL FEED UPGRADE	200,000	
JERICO TANK	300,000	
"CLOSE-IN" TRANSMISSION MAIN CROSS-TIE	<u>450,000</u>	
TOTAL BUDGETED PROJECTS 2018-2019		(\$2,421,000)
EXPECTED ENDING BALANCE JUNE 30, 2019		\$248,648

**FISCAL YEAR 2017 – 2018 CAPITAL BUDGET SUMMARY**

**Funding Sources:**

A) Operating Budget	
Equipment Purchases (Account #672)	\$ 51,300
System Upgrades (Account #673)	<u>\$ 7,200</u>
	\$ 58,500
B) Capital Reserve Fund	
Fiscal Year 2017-2018 Priorities and Bonds	\$5,220,307
Total Capital Budget for FY 2017-2018	<u>\$5,278,807</u>

**Note:** The FY 2017-2018 budget is funding \$595,000 into line item #589 – Current Year Capital Contribution. These funds will be transferred into CWD's Capital Reserve Fund for funding planned future capital investments as shown on Pages 3, 4, and 5 of the budget.

**WHOLESALE ADMINISTRATION & OPERATIONS DEPARTMENTS  
BUDGET PROPOSAL  
JULY 1, 2017 TO JUNE 30, 2018**

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>WHOLESALE REVENUE</b>					
100	WATER SALES	6,995,552	6,972,279	6,973,221	7,185,000
120	INTEREST	1,668	1,500	2,000	1,750
125	MISCELLANEOUS	61,245	5,000	130,000	5,000
130	BUILDING LEASE	16,000	22,980	22,980	23,940
135	ADMINISTRATION LABOR	57,840	74,556	74,556	76,860
138	SO. BURLINGTON ANTENNAE TOWER LEASE	0	0	3,400	3,400
140	EMERGENCY ON-CALL	3,295	4,800	4,800	4,800
145	DISABILITY INS. REIMBURSEMENT	20,409	0	0	0
150	REIMBURSE WATER SUPPLY FEES	176,834	172,000	172,000	172,000
160	PROCEEDS FROM SALE OF ASSET	21,000	0	0	0
175	TWIN TANK BOND REIMBURSEMENT	27,832	26,925	26,925	131,800
<b>TOTAL REVENUE</b>		<b>7,381,675</b>	<b>7,280,040</b>	<b>7,409,882</b>	<b>7,604,550</b>

**WHOLESALE ADMINISTRATION & OPERATIONS DEPARTMENTS  
BUDGET PROPOSAL  
JULY 1, 2017 TO JUNE 30, 2018**

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>ADMINISTRATION DEPARTMENT EXPENSES</b>					
510	<u>OFFICE</u>				
A	EQUIPMENT MAINTENANCE	2,802	6,500	8,000	8,000
B	OFFICE SUPPLIES	3,391	3,500	3,500	3,750
C	POSTAGE	817	2,750	2,750	2,750
D	TELEPHONE	11,292	14,000	14,000	11,500
E	EQUIPMENT LEASE OR PURCHASE	4,650	6,000	5,000	7,000
	TOTAL OFFICE	22,952	32,750	33,250	33,000
525	<u>GENERAL INSURANCE</u>				
A	PROPERTY & GENERAL LIABILITY	52,357	57,750	57,000	59,000
B	COMPREHENSIVE UMBRELLA	23,151	25,500	25,250	26,000
C	AUTOMOBILE	9,341	16,000	11,000	11,500
D	WORKERS COMPENSATION	31,962	35,750	37,500	39,000
E	OFFICER & EMPLOYEE LIABILITY	9,790	11,250	9,900	10,250
F	FIDUCIARY	2,330	2,450	2,330	2,450
	TOTAL GENERAL INSURANCE	128,931	148,700	142,980	148,200
535	<u>GENERAL</u>				
E	MISCELLANEOUS	721	500	500	500
F	ANNUAL REPORT	594	1,000	1,000	1,000
G	AWWA RESEARCH	4,703	5,000	4,815	5,750
	TOTAL GENERAL	6,018	6,500	6,315	7,250
550	<u>COMMISSIONERS</u>				
A	MEETINGS	1,548	3,000	2,500	2,500
B	SERVICES	2,818	2,850	3,000	3,000
C	TRAVEL & CONFERENCES	934	2,000	2,000	2,000
D	COMPENSATION	5,550	7,500	6,000	6,000
E	COMMITTEE WORK	50	1,250	1,250	1,250
	TOTAL COMMISSIONERS	10,900	16,600	14,750	14,750
555	<u>PROFESSIONAL SERVICES</u>				
A	LEGAL	20,399	15,000	20,000	20,000
B	AUDIT	12,750	11,500	11,500	15,000
D	FSA PLAN ADMINISTRATION FEES	0	500	500	500
F	PUBLIC RELATIONS	4,114	2,500	2,500	2,500
	TOTAL PROFESSIONAL SERVICES	37,263	29,500	34,500	38,000
560	<u>DEBT SERVICE</u>				
A	PRINCIPAL ON LONG TERM DEBT	623,333	623,350	623,350	623,350
B	INTEREST ON LONG TERM DEBT	307,235	275,500	275,500	243,550
F	PRINCIPAL ON TWIN TANK DEBT	20,000	20,000	20,000	78,575
G	INTEREST ON TWIN TANK DEBT	7,832	6,925	6,925	53,225
	TOTAL DEBT SERVICE	958,400	925,775	925,775	998,700
580	EMPLOYEE DEVELOPMENT	0	5,000	5,000	5,000
588	WATER SUPPLY FEES (STATE LEVIED)	176,834	172,000	172,000	172,000
589	CURRENT YEAR CAPITAL CONTRIBUTION	385,000	620,000	620,000	595,000
<b>TOTAL ADMINISTRATION EXPENSES</b>		<b>1,726,298</b>	<b>1,956,825</b>	<b>1,954,570</b>	<b>2,011,900</b>

**WHOLESALE ADMINISTRATION & OPERATIONS DEPARTMENTS**  
**BUDGET PROPOSAL**  
**JULY 1, 2017 TO JUNE 30, 2018**

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>OPERATIONS DEPARTMENT EXPENSES</b>					
615	<u>COMPUTER NETWORK</u>				
A	SUPPLIES	1,366	750	250	750
B	INTERNET SERVICES	5,845	6,000	6,100	6,300
C	HARDWARE MAINTENANCE	7,469	9,000	7,650	9,200
D	SOFTWARE MAINTENANCE	21,340	23,500	23,500	25,500
E	NETWORK CONSULTANT	0	0	0	14,000
	TOTAL COMPUTER NETWORK	36,020	39,250	37,500	55,750
620	<u>EMPLOYEE INSURANCE</u>				
A	HEALTH	346,599	415,000	380,000	415,000
B	VISION	0	5,000	4,800	5,000
C	SOCIAL SECURITY & MEDICARE	131,542	145,000	145,000	153,000
D	DENTAL	32,724	36,500	35,750	36,750
E	UNEMPLOYMENT	2,961	3,500	1,750	2,000
F	LIFE & DISABILITY	20,534	22,575	22,000	23,175
	TOTAL EMPLOYEE INSURANCE	534,360	627,575	589,300	634,925
635	<u>GENERAL</u>				
A	DUES & SUBSCRIPTIONS	12,924	13,000	13,500	14,000
B	TRAVEL & MEETINGS	11,726	13,000	14,000	15,000
C	EDUCATION & TRAINING	10,434	11,000	11,000	11,000
D	UNIFORMS	6,062	7,400	10,000	13,000
E	MISCELLANEOUS	2,823	1,000	2,500	2,500
F	LIBRARY & PRINTING	3,649	4,000	4,000	5,000
H	DISCHARGE PERMIT FEE	1,535	1,000	1,600	1,600
	TOTAL GENERAL	49,153	50,400	56,600	62,100
636	<u>SAFETY PROGRAM</u>				
A	GAS DETECTORS MAINTENANCE	1,725	3,800	5,000	750
B	RESPIRATORS	920	775	1,000	1,000
C	PERSONAL PROTECTIVE EQUIPMENT	3,336	4,550	4,550	4,550
D	FIELD EQUIPMENT	0	500	500	500
E	FIRE EXTINGUISHERS	876	1,000	1,000	1,000
F	FIRST AID	306	500	500	500
G	EYE WASH/SAFETY SHOWERS	27	100	200	200
H	ONLINE SDS LIBRARY	0	1,000	1,000	1,000
	TOTAL SAFETY PROGRAM	7,190	12,225	13,750	9,500
640	<u>SPECIAL PROGRAMS</u>				
A	WATERSHED MANAGEMENT	15,000	15,250	15,250	15,250
B	PUBLIC & YOUTH EDUCATION	4,373	3,000	3,000	3,000
D	GIS DEVELOPMENT	2,087	8,000	8,000	8,000
E	PARTNERSHIP FOR SAFE WATER	1,200	1,400	1,400	1,400
F	EMERGENCY RESPONSE TRAINING/SECURITY	500	500	1,000	1,500
	TOTAL SPECIAL PROGRAMS	23,160	28,150	28,650	29,150
645	EMPLOYEE RETIREMENT	129,533	139,000	139,000	148,500

WHOLESALE ADMINISTRATION & OPERATIONS DEPARTMENTS  
BUDGET PROPOSAL  
JULY 1, 2017 TO JUNE 30, 2018

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>OPERATIONS DEPARTMENT EXPENSES-CONTINUED</b>					
665	<u>EMPLOYEE SALARIES</u>				
A	NON-BARGAINING UNIT	890,315	1,015,000	1,015,000	1,065,500
B	BARGAINING UNIT	768,229	807,000	807,000	825,000
C	OVERTIME, SHIFT, & HOLIDAY	51,478	58,000	55,000	55,000
D	EMERGENCY ON-CALL	5,928	7,725	7,725	7,725
E	ACCRUED BENEFITS	1,809	5,000	5,000	24,750
F	CONTRACTED SERVICES	5,144	6,000	6,000	9,500
G	PART-TIME TEMPORARY INTERN	0	0	0	20,000
	TOTAL EMPLOYEE SALARIES	1,722,903	1,898,725	1,895,725	2,007,475
668	<u>LABORATORY</u>				
A	TTS LAB SUPPLIES	9,879	10,000	11,000	10,300
B	BACTERIOLOGICAL/WQMS LABORATORY	20,453	21,000	21,750	21,800
C	LABORATORY SERVICES	5,825	12,000	17,000	10,000
D	WATER QUALITY RESEARCH	10,294	11,000	10,000	11,300
E	LT2 / STAGE 2 MONITORING	13,803	22,240	22,240	26,500
F	LEAD & COPPER MONITORING	0	1,600	2,115	0
G	CONSUMER INQUIRY	286	750	750	750
	TOTAL LABORATORY	60,540	78,590	84,855	80,650
669	<u>WATER TREATMENT SUPPLIES</u>				
B	HYPOCHLORITE	56,567	54,400	55,100	61,200
C	HFA-HYDROFLUOSILICIC ACID	29,964	36,100	33,600	33,200
D	POLYMERS	77,718	57,700	57,100	38,300
E	ALUM	39,378	35,900	35,800	36,000
F	PEROXIDE	0	400	400	0
G	ZO-ZINC ORTHOPHOSPHATE	52,040	52,000	75,900	51,700
H	HYDROXIDE	33,574	39,200	33,000	35,100
I	POTASSIUM PERMANGANATE	36,539	29,500	32,100	33,400
J	AMMONIUM SULFATE	40,503	31,400	40,800	45,000
	TOTAL WATER TREATMENT SUPPLIES	366,283	336,600	363,800	333,900
670	<u>MISCELLANEOUS SERVICES</u>				
A	JANITORIAL SUPPLIES & SERVICES	18,092	18,000	21,000	18,000
B	SNOW & TRASH REMOVAL	5,164	5,300	5,900	5,900
D	WASTEWATER	609	1,000	1,000	1,000
E	PAGERS	441	550	550	550
F	HAZARDOUS WASTE DISPOSAL	461	1,800	1,800	1,800
G	LAWN CARE	10,280	9,900	9,900	11,000
H	INFRARED ROOF SURVEYS	1,750	3,400	3,400	3,400
I	STORMWATER FEE	4,027	4,500	4,500	4,500
	TOTAL MISCELLANEOUS SERVICES	40,824	44,450	48,050	46,150
671	<u>INCIDENTAL SUPPLIES</u>				
A	ENGINEERING SUPPLIES	893	1,500	2,000	2,000
B	OPERATIONS SUPPLIES	597	2,400	2,400	1,600
C	MAINTENANCE SUPPLIES	836	1,500	1,500	2,000
D	WATER QUALITY SUPPLIES	1,049	1,600	1,800	1,600
E	ELECTRICAL/TECHNOLOGY SUPPLIES	1,531	1,500	1,400	1,500
	TOTAL INCIDENTAL SUPPLIES	4,906	8,500	9,100	8,700

**WHOLESALE ADMINISTRATION & OPERATIONS DEPARTMENTS  
BUDGET PROPOSAL  
JULY 1, 2017 TO JUNE 30, 2018**

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>OPERATIONS DEPARTMENT EXPENSES-CONTINUED</b>					
672	<u>EQUIPMENT PURCHASE</u>				
C	MOTOR CONTROL INSULATING FLOOR MATS	1,985	0	0	0
D	PARTICLE COUNTERS	0	4,000	10,000	0
F	TIME RECORD UPGRADE	2,258	0	0	0
G	EQUIPMENT TRAILER	0	12,000	12,000	0
H	GAS DETECTORS	0	0	0	3,300
I	HART COMMUNICATOR PROGRAMMER	0	0	0	5,500
J	RAW WATER WATT NODES	0	0	0	5,000
L	COMPUTER SOFTWARE	3,907	33,500	26,500	3,000
M	COMPUTER HARDWARE	7,909	7,000	7,000	7,200
O	WATER QUALITY EQUIPMENT	13,360	40,000	40,000	14,000
Q	SHOP MAINTENANCE EQUIP.	617	1,000	1,000	1,000
R	TRUCK TOOLS & VEHICLE ACCESSORIES	770	2,000	2,000	2,000
T	CHEMICAL FEED PUMPS	4,276	4,000	7,250	4,000
X	FIELD SAFETY SYSTEMS	370	2,000	2,000	2,000
Z	LAKE THERMOCLINE EQUIPMENT	0	1,000	500	500
HH	SAMPLE HYDRANT	57	1,500	1,500	1,500
LL	IN LINE PH PROBES	986	500	500	1,000
UU	POLYMER FEED SYSTEM	0	1,500	1,500	300
YY	VEHICLE DIAGNOSTIC TOOL	0	1,000	1,000	1,000
	TOTAL EQUIPMENT PURCHASE	36,495	111,000	112,750	51,300
673	<u>SYSTEM UPGRADE &amp; IMPROVEMENT PROG.</u>				
C	ESSEX EAST PUMP STATION - ROOF AND TRIM	0	5,000	5,000	0
F	VALVE STEM RISER REPLACEMENTS	2,283	3,000	3,000	3,000
G	AIR RELEASE MANHOLE COVER REP. PROG.	1,630	2,200	2,200	2,200
H	PLUMBING OF AIR RELEASE MANHOLE	2,414	2,000	2,000	2,000
I	SECURITY PANELS	5,063	0	0	0
K	JERICO ANTENNA TOWER	1,180	0	0	0
	TOTAL UPGRADES & IMPROVEMENTS	12,570	12,200	12,200	7,200
674	<u>ELECTRICAL POWER</u>				
A	TREATMENT PLANT	931,072	895,500	918,000	905,500
B	REMOTE SITES	70,962	73,600	76,000	76,000
C	EFFICIENCY VERMONT CHARGES	67,172	69,900	74,500	77,550
	TOTAL ELECTRICAL POWER	1,069,206	1,039,000	1,068,500	1,059,050
675	<u>NATURAL GAS</u>				
A	TREATMENT PLANT	9,406	14,000	12,000	12,000
B	GARAGE & METER FACILITY	2,580	6,000	5,000	5,000
C	DORSET GENERATOR	0	0	0	500
	TOTAL NATURAL GAS HEAT	11,986	20,000	17,000	17,500
676	<u>RAW WATER SUPPLY MAINTENANCE</u>				
A	INTAKE LINE	900	4,000	10,100	10,000
B	PUMP STATION	1,083	2,000	2,000	2,000
C	VARIABLE FREQUENCY DRIVES	0	1,000	0	1,000
D	PUMPS	3,725	2,000	2,000	2,000
	TOTAL RAW WATER MAINT.	5,708	9,000	14,100	15,000

WHOLESALE ADMINISTRATION & OPERATIONS DEPARTMENTS  
BUDGET PROPOSAL  
JULY 1, 2017 TO JUNE 30, 2018

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>OPERATIONS DEPARTMENT EXPENSES-CONTINUED</b>					
677	<u>TREATMENT PLANT MAINTENANCE</u>				
A	LONG TERM FILTER/CLARIFIER MAINTENANCE	0	0	0	150,000
B	FILTER BEAM REPLACEMENT	0	1,000	0	0
	TOTAL TREATMENT PLANT MAINT.	0	1,000	0	150,000
678	<u>PROCESS EQUIPMENT MAINTENANCE</u>				
A	CHLORINATION	17,542	17,850	18,500	20,150
B	FLUORIDATION	2,604	3,300	3,000	3,100
C	CORROSION CONTROL	5,233	5,700	6,300	7,650
D	DEHUMIDIFICATION	1,558	2,000	2,000	2,600
E	HVAC	9,746	5,000	5,000	5,600
G	PERMANAGANATE	367	2,750	1,750	1,250
H	COAGULATION	8,576	2,350	1,850	2,000
I	HYDROXIDE	9,837	1,800	1,500	1,500
J	AMMONIUM SULFATE	9,014	8,000	8,900	8,800
	TOTAL PROCESS EQUIPMENT MAINT.	64,477	48,750	48,800	52,650
679	<u>SUPERVISORY CONTROLS MAINTENANCE</u>				
A	SOURCE MONITORING EQUIPMENT MAINT.	1,543	1,600	1,600	1,600
B	DF PLANT	8,008	7,000	7,000	5,000
C	STORAGE TANK MONITORING	1,510	3,500	2,600	2,300
D	IN PLANT METERING	4,443	5,300	4,000	6,200
F	PARTICLE COUNTER SYSTEM	5,901	6,500	8,210	6,500
G	WQ INSTRUMENT CALIBRATION & SUPPLIES	8,945	10,000	11,850	10,000
H	TOC ANALYZER MAINTENANCE	9,162	2,400	2,200	2,300
	TOTAL SUPERVISORY CONTROLS MAINT.	39,512	36,300	37,460	33,900
680	<u>SCADA SYSTEM</u>				
A	CONTRACT MAINTENANCE	16,194	16,500	16,120	3,500
B	SOFTWARE & HARDWARE MAINTENANCE	4,983	0	0	1,000
C	REMOTE TERMINAL UNITS	6,226	15,000	13,000	9,000
D	STATIONS & COMMUNICATIONS	6,076	10,000	6,800	5,000
E	TRAINING	0	3,000	3,000	2,500
	TOTAL SCADA SYSTEM	33,479	44,500	38,920	21,000
681	<u>PUMPING SYSTEM MAINTENANCE</u>				
A	MAIN SERVICE	930	1,000	1,000	1,000
B	HIGH SERVICE	1,587	20,000	40,000	20,000
C	FILTER EFFLUENT	317	1,000	3,000	1,000
D	VARIABLE FREQUENCY DRIVES	635	1,000	0	1,000
	TOTAL PUMPING SYSTEM MAINT.	3,469	23,000	44,000	23,000
682	<u>BOOSTER PUMP STATION MAINTENANCE</u>				
A	ESSEX EAST	1,347	12,000	12,000	12,000
B	WILLISTON EAST	2,218	4,000	4,000	4,000
C	WILLISTON NORTH	13,444	13,000	13,000	13,000
D	JERICO	1,380	1,000	6,000	1,000
	TOTAL BOOSTER PUMP STATION MAINT.	18,389	30,000	35,000	30,000

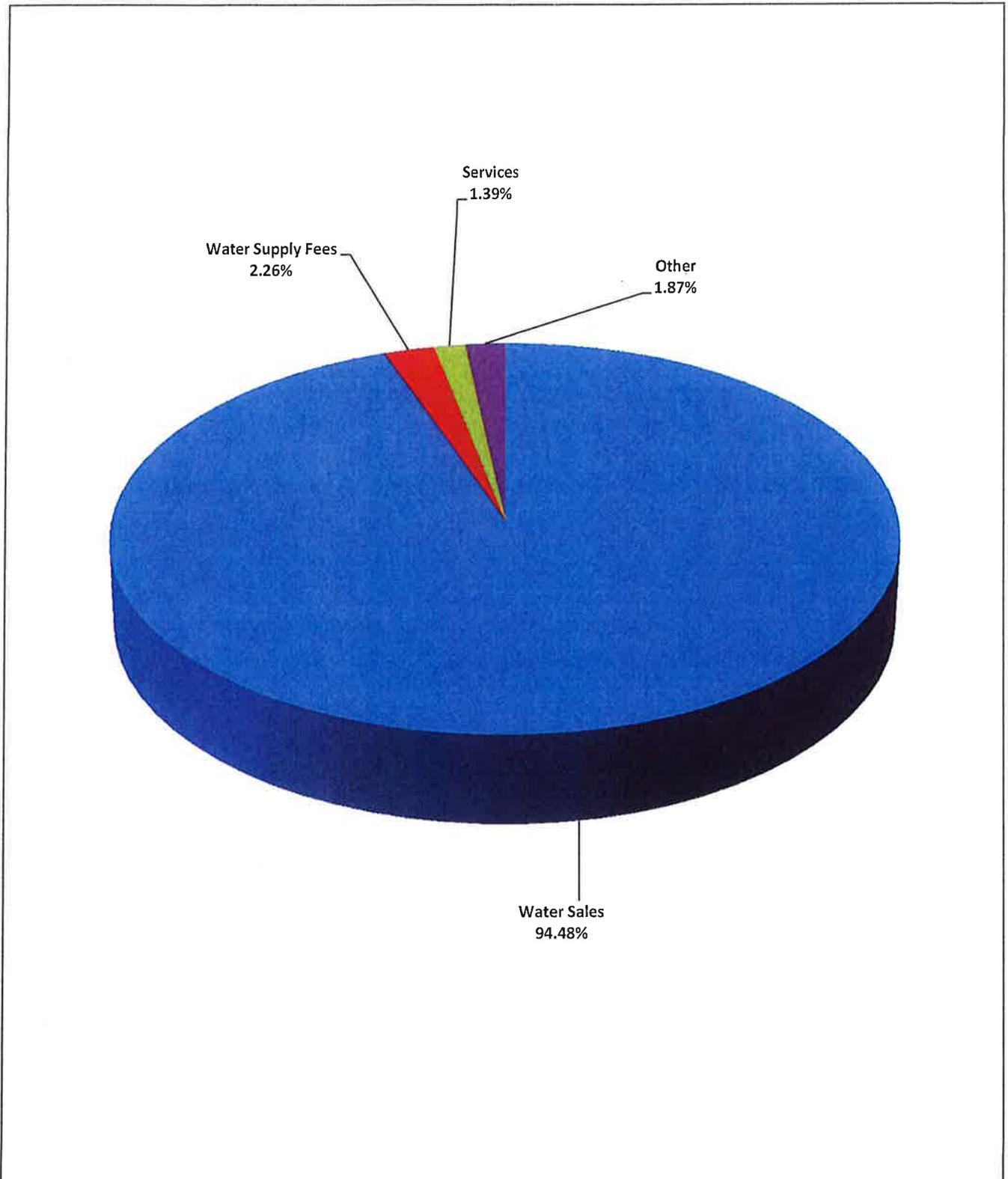
**WHOLESALE ADMINISTRATION & OPERATIONS DEPARTMENTS  
BUDGET PROPOSAL  
JULY 1, 2017 TO JUNE 30, 2018**

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>OPERATIONS DEPARTMENT EXPENSES-CONTINUED</b>					
683	<u>WATER STORAGE TANK MAINTENANCE</u>				
A	TANK MAINTENANCE	867	2,000	2,500	2,000
B	INSPECTION & CLEANING	1,500	2,000	5,000	2,000
C	SITE MAINTENANCE	4,621	5,000	5,000	5,000
D	LONG TERM TANK MAINTENANCE	417,995	410,000	410,000	437,000
	TOTAL WATER STORAGE TANK MAINT.	424,983	419,000	422,500	446,000
684	<u>TRANSMISSION MAINTENANCE</u>				
A	TRANSMISSION LINES	92,630	100,000	100,000	100,000
B	LEAK DETECTION & CORROSION ASSESSMENT	0	2,000	2,000	2,000
C	RIGHT OF WAY MAINTENANCE	1,512	3,000	3,000	3,000
D	REDUCING AGENT	2,642	2,500	2,500	2,500
E	RIGHT OF WAY LEGAL AND SURVEY	4,000	5,000	5,000	5,000
	TOTAL TRANSMISSION MAINT.	100,784	112,500	112,500	112,500
685	<u>REMOTE SITES &amp; METERING MAINTENANCE</u>				
A	VAULTS	837	3,500	3,500	3,500
B	TURBINE METERS	907	10,000	10,000	10,000
C	VENTURI METERS	5,081	7,400	7,400	7,400
D	REWIRING, I&C HARDWARE REPLACEMENT	8,514	5,500	4,500	5,500
E	PADDLE FLOW METERS	2,041	3,500	4,400	4,200
F	TURBINE TEST METER CALIBRATION	0	2,000	2,000	2,000
	TOTAL REMOTE SITES & METERING MAINT.	17,380	31,900	31,800	32,600
686	<u>BUILDING &amp; GROUNDS MAINTENANCE</u>				
A	TREATMENT PLANT	15,614	20,000	20,000	20,000
B	GARAGE	11,655	4,000	4,000	4,000
C	GROUNDS	5,703	3,000	3,000	3,000
D	TOOLS	2,120	2,000	2,000	2,000
E	SUPPLIES	1,992	2,000	2,000	2,000
F	PLANT ELECTRICAL	7,604	4,000	3,000	4,000
G	PLANT BACKFLOW PREVENTION	480	2,000	600	750
	TOTAL BUILDING & GROUNDS MAINT.	45,168	37,000	34,600	35,750
687	<u>VEHICLE &amp; LIGHT DUTY EQUIP. MAINTENANCE</u>				
A	GAS, OIL, & TIRES	16,759	27,000	23,000	27,000
B	REPAIRS	4,604	3,500	3,500	3,500
C	MILEAGE	1,780	3,000	2,000	2,000
D	LIGHT DUTY EQUIPMENT REPAIR	3,841	5,000	5,000	5,000
E	INSPECTION & REGISTRATION	1,749	850	850	850
F	GPS MONTHLY SERVICE	0	0	0	2,300
	TOTAL VEHICLE MAINTENANCE	28,733	39,350	34,350	40,650
688	<u>RADIO SYSTEM MAINTENANCE</u>				
A	BASE STATION	50	1,000	2,500	1,000
B	MOBILE UNITS	1,104	1,000	700	1,000
C	PORTABLE UNITS	1,152	1,000	0	1,000
D	SECURITY VIDEO	2,513	3,000	5,000	5,000
	TOTAL RADIO SYSTEM MAINTENANCE	4,819	6,000	8,200	8,000

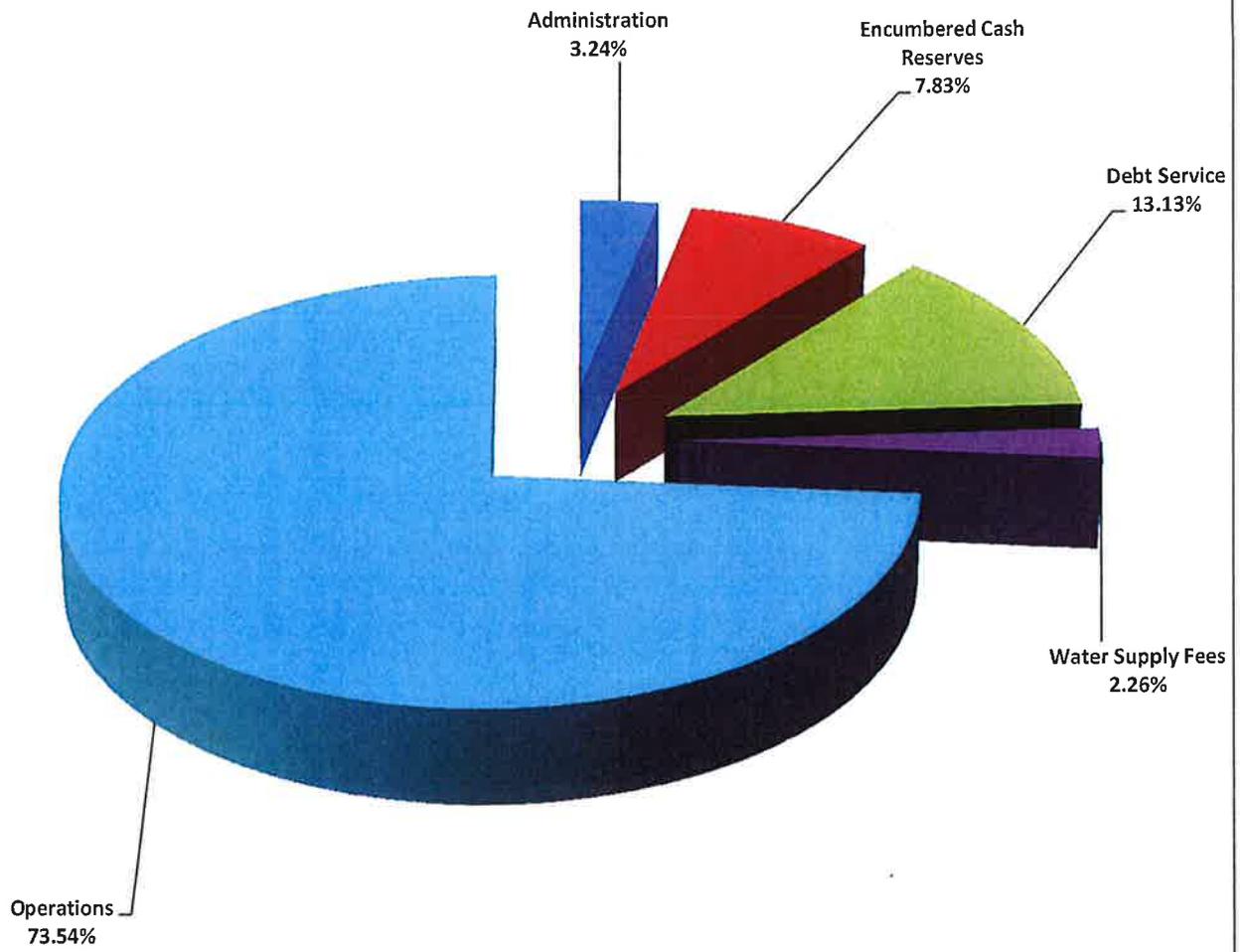
**WHOLESALE ADMINISTRATION & OPERATIONS DEPARTMENTS  
BUDGET PROPOSAL  
JULY 1, 2017 TO JUNE 30, 2018**

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>OPERATIONS DEPARTMENT EXPENSES-CONTINUED</b>					
689	<u>RESIDUALS PROCESS MAINTENANCE</u>				
A	RESIDUALS DISPOSAL	636	1,000	750	1,000
B	FLOW CONTROL STRUCTURES	0	3,500	3,500	900
D	CONTROL BUILDING	795	250	250	250
E	PUMP STATION	0	500	500	500
F	F-T-D BEDS	21,528	14,000	14,000	14,000
G	TESTING / PILOTING / RESEARCH	5,490	5,500	5,500	5,500
H	AERATION & LAGOON MAINTENANCE	4,511	3,500	2,600	2,600
I	EQUIPMENT RENTAL	15,469	8,000	9,100	12,000
J	GROUNDS MAINTENANCE	2,913	2,500	2,500	2,500
K	LAGOON PUMP MAINTENANCE	351	500	7,100	500
	TOTAL RESIDUALS PROCESS MAINT.	51,693	39,250	45,800	39,750
<b>TOTAL OPERATIONS EXPENSES</b>		<b>4,943,723</b>	<b>5,323,215</b>	<b>5,384,810</b>	<b>5,592,650</b>
<b>GRAND TOTAL WHOLESALE EXPENSES</b>		<b>6,670,021</b>	<b>7,280,040</b>	<b>7,339,380</b>	<b>7,604,550</b>

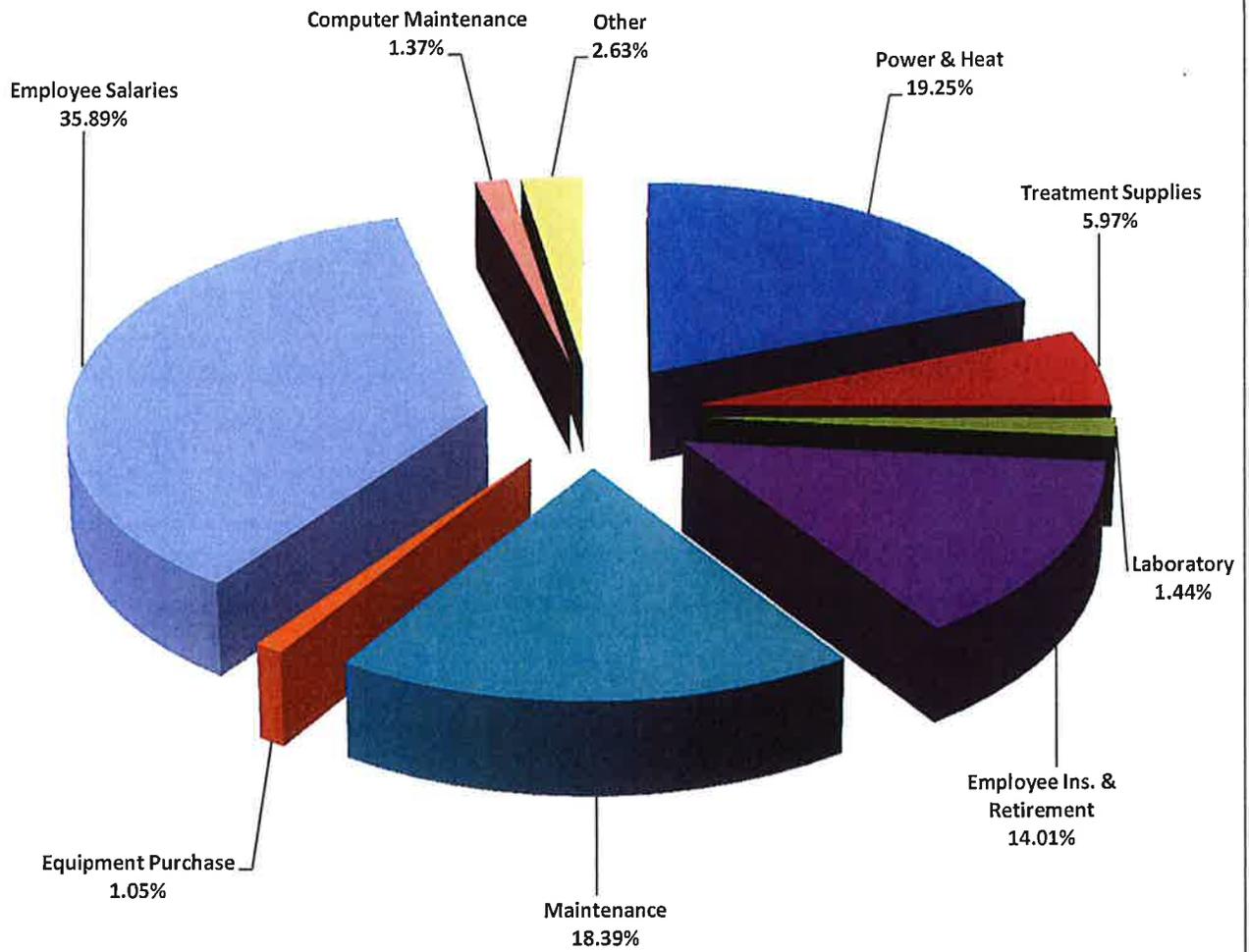
CHAMPLAIN WATER DISTRICT  
FY 2017-2018 BUDGETED WHOLESALE REVENUE OF \$7,604,550



CHAMPLAIN WATER DISTRICT  
FY 2017-2018 BUDGETED WHOLESALE EXPENSES OF \$7,604,550



CHAMPLAIN WATER DISTRICT  
FY 2017-2018 BUDGETED OPERATIONS EXPENSES OF \$5,592,650



RETAIL ADMINISTRATION & OPERATIONS DEPARTMENT  
 BUDGET PROPOSAL  
 JULY 1, 2017 - JUNE 30, 2018

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>RETAIL REVENUE</b>					
4000	INTEREST EARNED	43	50	50	50
4010	<u>MANAGEMENT CONTRACTS</u>				
A	SOUTH BURLINGTON	222,648	236,724	236,724	239,424
C	COLCHESTER TOWN	16,992	18,108	18,108	18,012
D	JERICO	11,220	9,456	9,456	10,620
E	CFD #1	10,248	9,600	9,600	8,916
F	CWD	4,620	5,364	5,364	8,592
G	OTHERS	1,005	750	750	1,550
	TOTAL MANAGEMENT CONTRACTS	266,733	280,002	280,002	287,114
4020	<u>SUPPORT SERVICES</u>				
A	SOUTH BURLINGTON	290,680	323,769	310,000	320,746
C	COLCHESTER TOWN	21,443	16,250	26,000	13,856
D	JERICO	20,356	7,490	19,000	11,954
E	CFD #1	4,049	9,145	8,100	9,900
F	CWD	524	2,618	950	0
G	OTHERS	1,830	2,000	4,266	2,535
	TOTAL SUPPORT SERVICES	338,881	361,272	368,316	358,991
4030	<u>EMERGENCY ON-CALL</u>				
A	SOUTH BURLINGTON	2,633	2,750	2,750	2,750
C	COLCHESTER TOWN	2,633	2,750	2,750	2,750
D	JERICO	2,633	2,750	2,750	2,750
E	CFD #1	2,633	2,750	2,750	2,750
	TOTAL EMERGENCY ON-CALL	10,532	11,000	11,000	11,000
4040	<u>EQUIPMENT &amp; VEHICLE RENTAL</u>				
A	SOUTH BURLINGTON	78,996	74,348	74,348	72,817
C	COLCHESTER TOWN	4,104	3,542	3,542	3,046
D	JERICO	3,720	3,159	3,159	3,279
E	COLCHESTER FD#1	2,592	2,685	2,685	2,683
F	CHAMPLAIN WATER-WHOLESALE	348	466	466	0
	TOTAL EQUIPMENT RENTAL	89,760	84,200	84,200	81,825
4100	MISCELLANEOUS	395	200	200	200
4125	BUILDING LEASE	16,000	22,980	22,980	23,940
<b>TOTAL RETAIL REVENUE</b>		<b>722,344</b>	<b>759,704</b>	<b>766,748</b>	<b>763,120</b>

RETAIL ADMINISTRATION & OPERATIONS DEPARTMENT  
BUDGET PROPOSAL  
JULY 1, 2017 - JUNE 30, 2018

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>RETAIL EXPENSES</b>					
4500	<u>EMPLOYEE SALARIES</u>				
A	NON-BARGAINING UNIT	139,437	143,250	144,000	148,000
B	BARGAINING UNIT	198,465	219,500	219,000	225,000
C	EMERGENCY ON-CALL	7,238	6,750	7,000	7,000
D	OVERTIME	9,196	12,000	12,000	12,000
E	ACCRUED BENEFITS	2,274	2,000	2,000	2,000
	TOTAL EMPLOYEE SALARIES	356,609	383,500	384,000	394,000
4510	<u>EMPLOYEE INSURANCE</u>				
A	HEALTH	47,769	68,000	55,000	58,000
B	DENTAL	4,602	6,100	6,200	6,250
C	LIFE & DISABILITY	4,382	5,000	4,900	5,100
D	UNEMPLOYMENT	797	2,500	1,500	2,000
E	SOCIAL SECURITY & MEDICARE	27,351	29,500	29,500	30,500
F	VISION	0	900	850	900
	TOTAL EMPLOYEE INSURANCE	84,901	112,000	97,950	102,750
4520	<u>GENERAL INSURANCE</u>				
A	VEHICLES	4,541	6,000	5,250	5,420
B	PROPERTY & GENERAL LIABILITY	4,439	4,925	4,900	5,100
C	WORKER'S COMPENSATION	8,949	10,125	9,500	9,850
	TOTAL GENERAL INSURANCE	17,929	21,050	19,650	20,370
4550	EMPLOYEE RETIREMENT	25,985	28,750	28,750	29,000
4600	<u>OFFICE</u>				
A	SUPPLIES	1,245	1,300	1,300	1,300
B	POSTAGE	551	1,000	1,000	1,000
D	TELEPHONE	3,882	4,500	4,500	3,000
	TOTAL OFFICE	5,678	6,800	6,800	5,300
4610	<u>COMPUTER SUPPLIES &amp; SERVICES</u>				
A	REFERENCE MATERIAL	103	650	650	650
B	COMPUTER	3,947	2,018	2,050	2,200
C	NETWORK CONSULTANT	0	0	0	1,900
	TOTAL COMPUTER SUPPLIES & SERVICES	4,050	2,668	2,700	4,750
4620	ADMINISTRATIVE SERVICES	57,840	74,556	74,556	76,860
4625	BUILDING LEASE	16,000	22,980	22,980	23,940
4630	<u>PROFESSIONAL SERVICES</u>				
A	AUDIT	1,125	1,000	1,000	1,250
B	LEGAL	2,465	2,250	2,250	2,250
C	FSA PLAN ADMINISTRATION FEES	0	250	250	250
	TOTAL PROFESSIONAL SERVICES	3,590	3,500	3,500	3,750

RETAIL ADMINISTRATION & OPERATIONS DEPARTMENT  
 BUDGET PROPOSAL  
 JULY 1, 2017 - JUNE 30, 2018

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>RETAIL EXPENSES - CONTINUED</b>					
4640	<u>GENERAL</u>				
A	DUES & SUBSCRIPTIONS	561	1,100	600	900
B	TRAVEL & MEETINGS	1,631	2,450	2,450	2,500
C	EDUCATION & TRAINING	2,838	4,000	4,000	3,500
D	UNIFORMS	2,456	3,200	3,500	4,100
E	SAFETY	708	700	700	750
	TOTAL GENERAL	8,193	11,450	11,250	11,750
4650	<u>EQUIPMENT RENTAL</u>				
A	TOOLS	372	450	450	450
4660	<u>REPAIRS &amp; MAINTENANCE</u>				
A	SMALL EQUIPMENT	588	600	600	700
4670	<u>VEHICLE MAINTENANCE</u>				
A	FUEL	10,728	22,500	15,000	18,000
B	TIRES, LUBRICATION SUPPLIES	3,133	4,000	3,200	4,000
C	PARTS & REPAIRS	3,110	4,500	4,500	4,500
D	RADIO'S	897	2,400	2,000	2,000
E	GPS MONTHLY SERVICE	0	0	0	1,500
	TOTAL VEHICLE MAINTENANCE	17,868	33,400	24,700	30,000
4690	MISCELLANEOUS	1,576	1,700	1,700	1,800
4700	EMERGENCY ON-CALL	3,295	4,250	4,250	4,250
4710	<u>EQUIPMENT PURCHASE</u>				
A	VEHICLE & SERVICE EQUIPMENT	986	1,000	1,000	1,000
B	SAFETY EQUIPMENT	535	650	650	650
C	VEHICLE PURCHASE	34,921	39,000	39,000	40,200
D	SMALL TOOLS	1,131	1,400	1,400	1,600
	TOTAL EQUIPMENT PURCHASE	37,573	42,050	42,050	43,450
4750	CAPITAL EQUIPMENT TRANSFER	10,000	10,000	10,000	10,000
<b>TOTAL RETAIL EXPENSES</b>		<b>652,047</b>	<b>759,704</b>	<b>735,886</b>	<b>763,120</b>

**COLCHESTER TOWN WATER SYSTEMS  
BUDGET PROPOSAL  
JULY 1, 2017 - JUNE 30, 2018**

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>REVENUE</b>					
	<u>WATER SALES</u>				
5000	RESIDENTIAL	42,312	46,562	48,440	48,480
5010	COMMERCIAL	148,392	155,767	201,195	164,022
	TOTAL WATER SALES	190,705	202,329	249,635	212,502
5020	PRIV. HYDRANT, SPRINKLER SERVICES	4,960	5,000	5,020	5,100
5030	SERVICE WORK	50	250	300	300
5040	BACKFLOW DEVICE TESTING	110	2,500	2,000	2,500
5050	CONNECTION FEES	0	3,000	3,000	3,000
5060	INTEREST EARNED	17	18	15	20
5070	PENALTIES	410	500	500	500
5080	MISCELLANEOUS	300	200	200	200
<b>TOTAL REVENUE</b>		<b>196,552</b>	<b>213,797</b>	<b>260,670</b>	<b>224,122</b>

**COLCHESTER TOWN WATER SYSTEMS  
BUDGET PROPOSAL  
JULY 1, 2017 - JUNE 30, 2018**

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>EXPENSES</b>					
6000	<u>OFFICE</u>				
A	OFFICE SUPPLIES	540	1,000	1,100	1,100
B	POSTAGE	951	1,400	1,400	1,400
C	BILLING FORMS	0	475	475	475
	TOTAL OFFICE EXPENSES	1,491	2,875	2,975	2,975
6010	COMPUTER SUPPORT SERVICES	31	350	350	1,600
6030	PUBLIC INFORMATION	123	200	200	200
6040	<u>PROFESSIONAL SERVICES</u>				
A	AUDIT	1,125	1,000	1,000	1,250
B	ENGINEERING	50	1,250	1,250	1,250
C	LEGAL	0	1,000	1,000	1,250
D	CWD MANAGEMENT FEE	17,936	19,468	19,468	19,429
	TOTAL PROFESSIONAL SERVICES	19,111	22,718	22,718	23,179
6050	WATER SUPPLY PERMIT FEE	2,704	2,604	2,875	2,500
6060	<u>DEBT SERVICE</u>				
A	PRINCIPAL ON LT DEBT	2,280	2,280	2,280	13,995
B	INTEREST ON LT DEBT	893	790	788	10,130
	TOTAL DEBT SERVICE	3,173	3,070	3,068	24,125
6070	<u>SALARIES</u>				
A	CWD SALARIES	20,425	16,250	30,000	13,856
B	CWD OVERTIME	1,018	1,200	2,500	1,300
	TOTAL CWD SALARIES	21,443	17,450	32,500	15,156
6080	EMERGENCY ON-CALL	2,633	2,750	2,750	2,750
6090	WATER PURCHASE- CWD	106,977	115,836	117,094	116,536
7000	<u>DISTRIBUTION MATERIALS</u>				
A	SERVICE BRASS	137	620	620	625
B	DISTRIBUTION MATERIALS	1,602	1,200	1,200	1,200
C	FIRE HYDRANTS	383	2,200	2,200	2,250
D	METERS	1,614	4,500	4,500	4,000
E	PIPE	692	300	300	300
F	RESTORATION MATERIALS	1,334	2,800	2,800	2,900
G	MARKING PAINT	67	120	120	130
	TOTAL DISTRIBUTION MATERIALS	5,830	11,740	11,740	11,405

**COLCHESTER TOWN WATER SYSTEMS  
BUDGET PROPOSAL  
JULY 1, 2017 - JUNE 30, 2018**

ACCOUNT NUMBER	ACCOUNT	ACTUAL 2015-2016	BUDGET 2016-2017	EXPECTED ACTUAL 2016-2017	PROPOSED BUDGET 2017-2018
<b>EXPENSES- CONTINUED</b>					
7010	<u>EQUIPMENT RENTAL</u>				
A	VEHICLES- CWD	4,104	3,542	3,542	3,046
B	CONTRACTORS	14,592	5,000	5,000	10,000
	TOTAL EQUIPMENT RENTAL	18,696	8,542	8,542	13,046
7020	MISCELLANEOUS	0	662	662	650
7030	ENCUMBERED CASH RESERVES	13,000	25,000	25,000	10,000
<b>TOTAL EXPENSES</b>		<b>195,213</b>	<b>213,797</b>	<b>230,474</b>	<b>224,122</b>

CWD RETAIL DEPARTMENT  
CAPITAL RESERVE FUND PLAN

Line Item #	Description	Item/Project Costs & Schedule						Six Year Total
		FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	
1000 CRE-1	Retail Cap. Reserve Fund Balance	\$261,100.54	\$324,667.54	\$236,967.54	\$247,117.54	\$257,267.54	\$264,717.54	\$70,297.00
1001 CRE-1	Retail Surplus	\$70,297.00						\$70,297.00
1005-CRE	Retail Encumbered Cash Reserves	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$60,000.00
1610	Capital Reserve Interest	\$320.00	\$300.00	\$150.00	\$150.00	\$150.00	\$150.00	\$1,220.00
<b>Total Revenue</b>		<b>\$80,617.00</b>	<b>\$10,300.00</b>	<b>\$10,150.00</b>	<b>\$10,150.00</b>	<b>\$10,150.00</b>	<b>\$10,150.00</b>	<b>\$131,517.00</b>
TBD	Magnetic Locators	\$1,800					\$2,700	\$4,500
TBD	Office Furniture for two offices	\$8,500						\$8,500
TBD	Pipeline Tracer	\$5,000						\$5,000
TBD	Hydro-Vacuum Excavation Equipment		\$48,000					\$48,000
TBD	2 Ton Dump Truck		\$50,000					\$50,000
TBD	Computer Tablets (5)	\$1,750						\$3,750
	Annual CRF Expenditures	\$17,050	\$98,000	\$0	\$0	\$2,700	\$2,000	\$119,750
	End of Fiscal Year CRF Balance	324,668	236,968	247,118	257,268	264,718	272,868	

COLCHESTER TOWN WATER SYSTEMS (CT/MBWC)  
CAPITAL RESERVE FUND REPORT

Project Costs & Schedule	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	Six Year Total
Beginning Balance (Including PY Surpluses)	258,917	149,059	162,759	132,189	147,339	169,489	
CT Encumbered Cash Reserves 1006.CRE	25,000	10,000	15,000	20,000	20,000	20,000	110,000
Connection Fees 1600	2,000	2,000	2,000	2,000	2,000	2,000	12,000
CT Capital Reserve Interest 1615	300	150	130	150	150	150	1,030
Prior Year Surplus	1,340						1,340
PCE Issue Reimbursement 2940.CRE		50,000					50,000
Total Revenue	28,640	62,150	17,130	22,150	22,150	22,150	174,370
Exit 16 DDC 2900.CRE	30,000						30,000
Morehouse 2925.CRE	31,760						31,760
AMR Project 2950.CRE		43,450	42,700	7,000			93,150
Valve Rehabilitation 2930.CRE	11,738	5,000	5,000				21,738
Route 7 Valve 1527	15,000						15,000
PCE Issue Resolution 2940.CRE	50,000						50,000
Annual CRF Expenditures	138,498	48,450	47,700	7,000	0	0	250,747
End of Fiscal Year CRF Balance	149,059	162,759	132,189	147,339	169,489	191,639	

Note: The Colchester South Tank annual bond payment of \$21,157 starts in August of 2017 and continues for a 20 year term. This principal and interest is funded by the water system's annual operating budget.

## CHAMPLAIN WATER DISTRICT

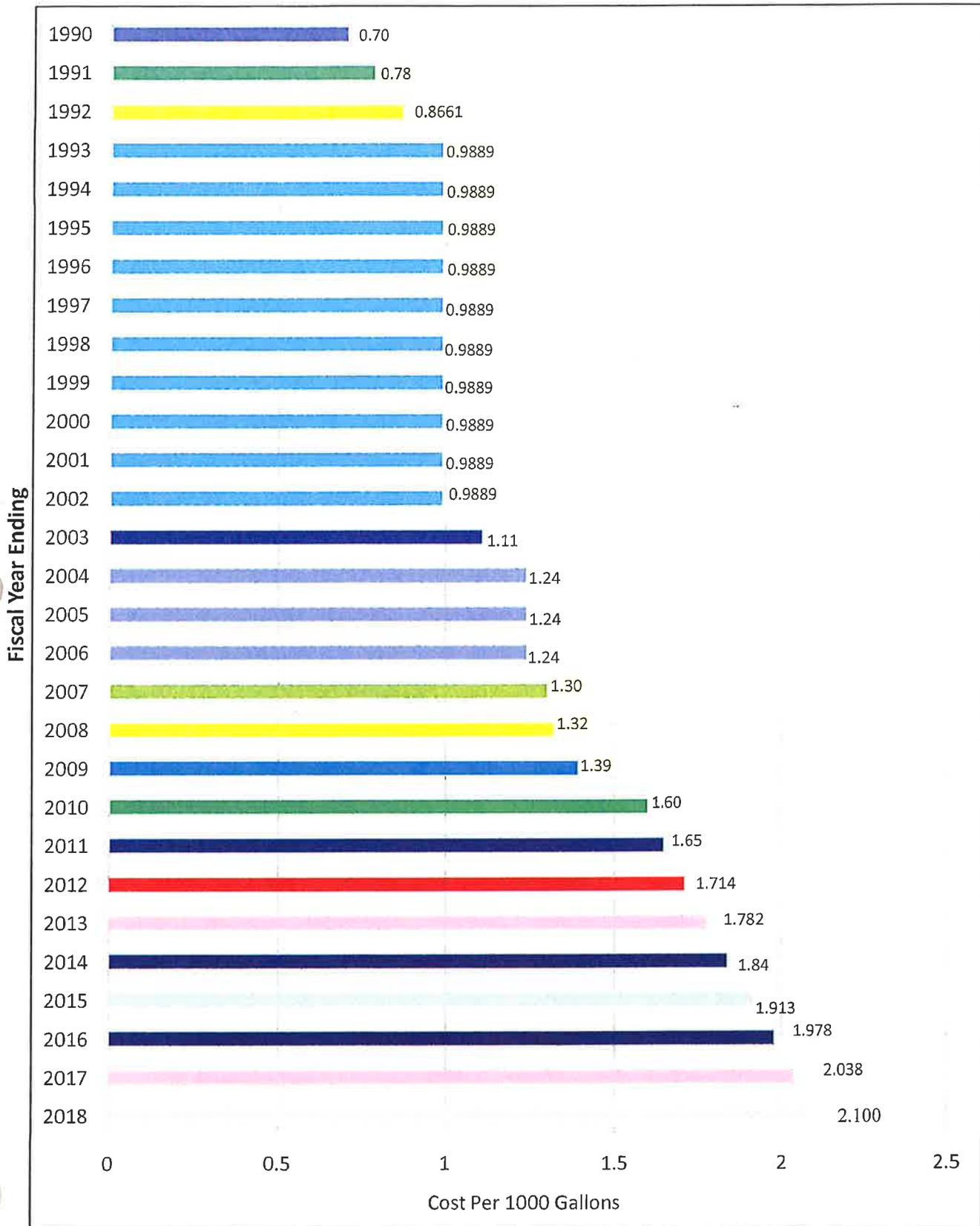
- ◆ Chartered by the Vermont Legislature in 1971 as a Municipal Consolidated Regional Water Supply District (Facility "online" April 1973).
- ◆ Each member Town/City elects one Commissioner to the CWD Board of Commissioners for a three year term.

Present Elected Commissioners		Years of Service
Shelburne	Peter Gadue	3 Years
Williston	Liz Royer	1 Year
South Burlington	Dennis Lutz	3 Years
Winooski	Peter Crowley	11 Years
Essex	Aaron Martin	4 Years
Colchester	Karen Richard	18 Years
Milton	Roger Hunt	9 Years
Jericho Village	Robert M. Shand	28 Years

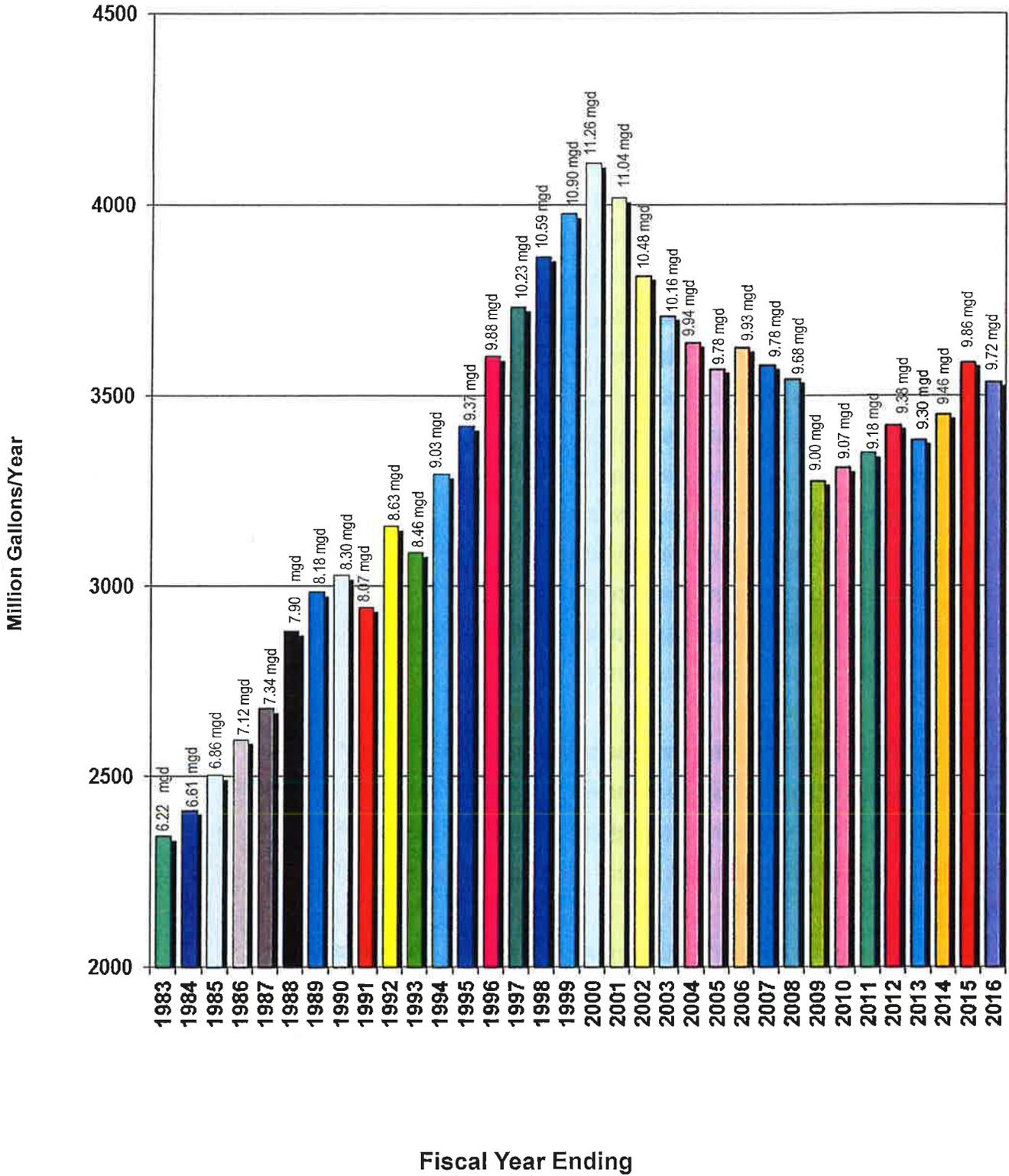
- ◆ Staff of 27 Employees Wholesale / 7 Employees Retail
- ◆ **CWD Source**
  - 2500 feet off shore at a depth of 75 feet in the cold, deep, underwater canyon within Lake Champlain's Shelburne Bay.
- ◆ **Water Treatment:**
  - Preoxidation/Zebra Mussel treatment
  - Primary Disinfection to inactivate pathogens
  - Coagulation/Flocculation with adsorption clarification as pre-filtration
  - Deep Bed Multimedia Filtration for particle and natural organic material removal
  - Fluoridation for Vermont Department of Health Dental Division recommendations
  - pH adjustment to consistent, neutral pH
  - Secondary disinfection to ensure safe, effective residual throughout the distribution system, and to reduce formation of disinfection by-products
  - Corrosion control treatment to reduce lead and copper leaching from home plumbing
  - Reliable Capacity - 20 Million Gallons Per Day (MGD)
    - 2015-2016 Average: 9.72 MGD
    - Historical Peak Day: 13.50 MGD
- ◆ **Water Storage:**
  - Capacity - 14.75 MG in 19 separate storage tanks
- ◆ **Operating Budget:**

<u>Wholesale:</u>		\$	<u>Retail:</u>		\$
	2015-16	6,808,300	2015-16		947,520
	2016-17	7,280,040	2016-17		973,501
	2017-18	7,604,550	2017-18		987,242
- ◆ **Water Rate** .....FY 2016-17 - \$2.038 / 1000 Gals.  
FY 2017-18 - \$2.100 / 1000 Gals.
- ◆ **Population Served** - ± 75,000

Champlain Water District  
Wholesale Water Rates  
1990 - 2018



# Champlain Water District Annual Water Sales



# CHAMPLAIN WATER DISTRICT

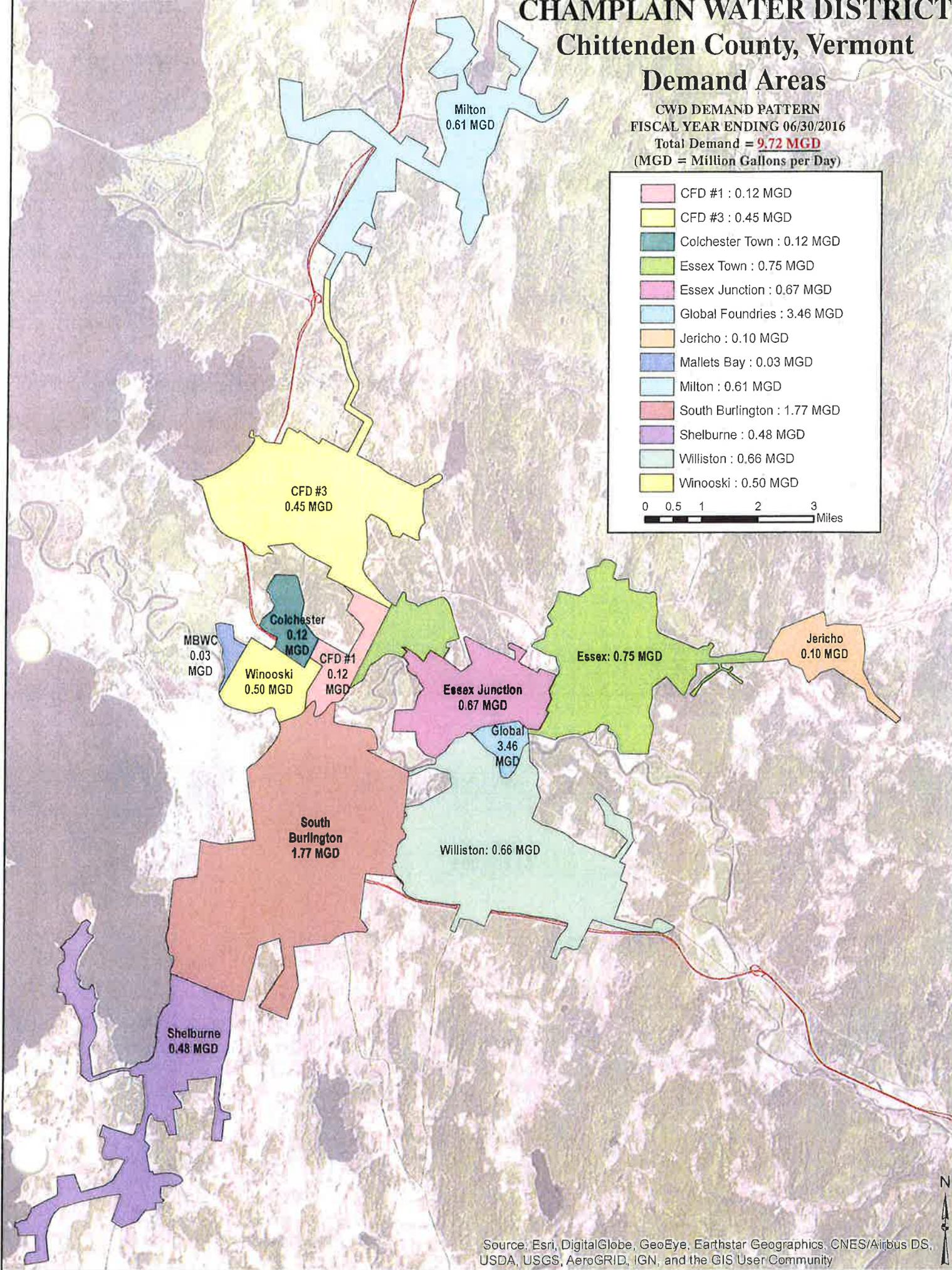
## Chittenden County, Vermont

### Demand Areas

CWD DEMAND PATTERN  
FISCAL YEAR ENDING 06/30/2016  
Total Demand = **9.72 MGD**  
(MGD = Million Gallons per Day)

- CFD #1 : 0.12 MGD
- CFD #3 : 0.45 MGD
- Colchester Town : 0.12 MGD
- Essex Town : 0.75 MGD
- Essex Junction : 0.67 MGD
- Global Foundries : 3.46 MGD
- Jericho : 0.10 MGD
- Mallets Bay : 0.03 MGD
- Milton : 0.61 MGD
- South Burlington : 1.77 MGD
- Shelburne : 0.48 MGD
- Williston : 0.66 MGD
- Winooski : 0.50 MGD

0 0.5 1 2 3 Miles



**WHOLESALE DEPARTMENT  
FISCAL YEAR 2017-2018 DEBT SERVICE  
CHRONOLOGICAL BY MATURITY DATE**

**1997 SERIES 1 BONDS: \$675,000 FOR 20 YEARS**

**MATURITY DATE: 11/01/17**

PURPOSE	AMOUNT	PAYMENT DUE DATE	AMOUNT DUE
♦ Phase I – Hydraulic Optimization Project/Raw Water Pump Station	\$675,000	Principal: 11/01/17 Interest: 11/01/17	\$30,000 \$571
<b>TOTAL</b>	<b>\$675,000</b>		<b>\$30,571</b>

**1998 SERIES 1 BONDS: \$3,125,000 FOR 20 YEARS**

**MATURITY DATE: 11/01/18**

PURPOSE	AMOUNT	PAYMENT DUE DATE	AMOUNT DUE
♦ 5-mgd Treatment & Pumping Expansion	\$2,800,000	Principal: 11/01/17 Interest: 11/01/17	\$155,000 \$5,635
♦ Phase II – Hydraulic Optimization Project/Raw Water Supply	\$325,000	Interest: 05/01/18	\$3,995
<b>TOTAL</b>	<b>\$3,125,000</b>		<b>\$164,630</b>

**2000 SERIES 1 BONDS: \$1,300,000 FOR 20 YEARS**

**MATURITY DATE: 11/01/20**

PURPOSE	AMOUNT	PAYMENT DUE DATE	AMOUNT DUE
♦ Primary Power Redundant Feed & 30" Parallel Raw Water Main	\$1,000,000	Principal: 11/01/17 Interest: 11/01/17	\$65,000 \$7,279
♦ Recoat So. Burlington East & Williston West Storage Tanks	\$300,000	Interest: 05/01/18	\$5,477
<b>TOTAL</b>	<b>\$1,300,000</b>		<b>\$77,756</b>

**2001 SERIES 1 BONDS: \$2,400,000 FOR 20 YEARS**

**MATURITY DATE: 11/01/21**

PURPOSE	AMOUNT	PAYMENT DUE DATE	AMOUNT DUE
♦ Filter and Clarifier Backwash Treatment System	\$2,000,000	Principal: 11/01/17 Interest: 11/01/17	\$120,000 \$15,357
♦ DF Filter #8	\$400,000	Interest: 05/01/18	\$12,333
<b>TOTAL</b>	<b>\$2,400,000</b>		<b>\$147,690</b>

**2004 SERIES 1 BONDS: \$410,000 FOR 20 YEARS**

**MATURITY DATE: 11/01/24**

PURPOSE	AMOUNT	PAYMENT DUE DATE	AMOUNT DUE
♦ Colchester So. Twin Tank Project – Principal & Interest Reimbursed	\$410,000	Principal: 11/01/17 Interest: 11/01/17 Interest: 05/01/18	\$20,000 \$2,589 \$3,411
<b>TOTAL</b>	<b>\$410,000</b>		<b>\$26,000</b>

**WHOLESALE DEPARTMENT  
FISCAL YEAR 2017-2018 DEBT SERVICE  
CHRONOLOGICAL BY MATURITY DATE**

**2005 SERIES 1 BONDS: \$1,795,000 FOR 20 YEARS**

**MATURITY DATE: 11/01/25**

PURPOSE	AMOUNT	PAYMENT DUE DATE	AMOUNT DUE
♦ Primary Power Electrical Upgrades	\$520,000	Principal: 11/01/17	\$90,000
♦ Chloramines Water Disinfection Processes including pH adjustment	\$622,000	Interest: 11/01/17	\$11,954
♦ Plant HVAC and Dehumidification Replacement	\$653,000	Interest: 05/01/18	\$15,843
<b>TOTAL</b>	<b>\$1,795,000</b>		<b>\$117,797</b>

**2015 STATE REVOLVING FUND LOAN: \$1,573,840 FOR 20 YEARS MATURITY DATE: 08/01/36**

PURPOSE	AMOUNT	PAYMENT DUE DATE	AMOUNT DUE
♦ Colchester Twin Tank Construction – Principal, Interest, and Admin Fee Reimbursed	\$1,573,840	Principal: 08/01/17	\$58,572
		Interest: 08/01/17	\$15,738
		Admin Fee: 08/01/17	\$31,477
<b>TOTAL</b>	<b>\$1,573,840</b>		<b>\$105,787</b>

**2009 SERIES 1 BONDS: \$2,395,000 FOR 30 YEARS**

**MATURITY DATE: 11/01/39**

PURPOSE	AMOUNT	PAYMENT DUE DATE	AMOUNT DUE
♦ Raw Water Intake Line	\$2,395,000	Principal: 11/01/17	\$80,000
		Interest: 11/01/17	\$40,916
		Interest: 05/01/18	\$41,261
<b>TOTAL</b>	<b>\$2,395,000</b>		<b>\$162,177</b>

**2012 SERIES 1 BONDS: \$2,500,000 FOR 30 YEARS**

**MATURITY DATE: 11/01/42**

PURPOSE	AMOUNT	PAYMENT DUE DATE	AMOUNT DUE
♦ River Cove Cross-Tie Project	\$2,500,000	Principal: 11/01/17	\$83,333
		Interest: 11/01/17	\$41,849
		Interest: 05/01/18	\$41,075
<b>TOTAL</b>	<b>\$2,500,000</b>		<b>\$166,257</b>

**GRAND TOTAL OF EXISTING DEBT – FISCAL YEAR 2017-2018**

**\$998,665**

**SUMMARY OF EXISTING 2017-2018 DEBT**

<b>YEAR INCURRED</b>	<b>BOND AMOUNT</b>	<b>YEAR OF MATURITY</b>	<b>REMAINING PRINCIPAL</b>	<b>RATE %</b>
1997	\$675,000	2017	\$30,000	5.03%
1998	\$3,125,000	2018	\$310,000	4.79%
2000	\$1,300,000	2020	\$260,000	5.24%
2001	\$2,400,000	2021	\$600,000	4.69%
2004	\$410,000	2024	\$160,000	4.44%
2005	\$1,795,000	2025	\$805,000	4.21%
2015	\$1,573,840	2036	\$1,573,840	3.00%
2009	\$2,395,000	2039	\$1,835,000	4.67%
2012	\$2,500,000	2042	\$2,166,658	4.17%
<b>Total as of 07/01/17</b>			<b>\$7,740,498</b>	

**CHAMPLAIN WATER DISTRICT  
WHOLESALE DEPARTMENT  
BOND SCHEDULE  
FISCAL YEAR 2016-2017 TO 2019-2020**

<b>FISCAL YEAR 2016-2017</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
1997 G.O.B. (\$ 675,000 - 20 YEAR)	\$30,000	\$1,799	\$31,799
1998 G.O.B. (\$ 3,125,000 - 20 YEAR)	\$155,000	\$15,298	\$170,298
2000 G.O.B. (\$ 1,300,000 - 20 YEAR)	\$65,000	\$16,340	\$81,340
2001 G.O.B. (\$ 2,400,000 - 20 YEAR)	\$120,000	\$33,702	\$153,702
2004 G.O.B. (\$ 410,000 - 20 YEAR) - REIMBURSED	\$20,000	\$6,906	\$26,906
2005 G.O.B. (\$ 1,795,000 - 20 YEAR)	\$90,000	\$32,098	\$122,098
2009 G.O.B. (\$ 2,395,000 - 30 YEAR)	\$80,000	\$84,793	\$164,793
2012 G.O.B. (\$ 2,500,000 - 30 YEAR)	\$83,333	\$84,376	\$167,709
<b>TOTAL</b>	<b>\$643,333</b>	<b>\$275,312</b>	<b>\$918,645</b>

<b>FISCAL YEAR 2017-2018</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
1997 G.O.B. (\$ 675,000 - 20 YEAR)	\$30,000	\$571	\$30,571
1998 G.O.B. (\$ 3,125,000 - 20 YEAR)	\$155,000	\$9,630	\$164,630
2000 G.O.B. (\$ 1,300,000 - 20 YEAR)	\$65,000	\$12,756	\$77,756
2001 G.O.B. (\$ 2,400,000 - 20 YEAR)	\$120,000	\$27,690	\$147,690
2004 G.O.B. (\$ 410,000 - 20 YEAR) - REIMBURSED	\$20,000	\$6,000	\$26,000
2005 G.O.B. (\$ 1,795,000 - 20 YEAR)	\$90,000	\$27,796	\$117,796
2009 G.O.B. (\$ 2,395,000 - 30 YEAR)	\$80,000	\$82,177	\$162,177
2012 G.O.B. (\$ 2,500,000 - 30 YEAR)	\$83,333	\$82,924	\$166,257
2015 G.O.B. (\$ 1,573,840 - 20 YEAR) - REIMBURSED	\$58,572	\$47,215	\$105,787
<b>TOTAL</b>	<b>\$701,905</b>	<b>\$296,759</b>	<b>\$998,664</b>

<b>FISCAL YEAR 2018-2019</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
1998 G.O.B. (\$ 3,125,000 - 20 YEAR)	\$155,000	\$3,995	\$158,995
2000 G.O.B. (\$ 1,300,000 - 20 YEAR)	\$65,000	\$9,139	\$74,139
2001 G.O.B. (\$ 2,400,000 - 20 YEAR)	\$120,000	\$21,612	\$141,612
2004 G.O.B. (\$ 410,000 - 20 YEAR) - REIMBURSED	\$20,000	\$5,078	\$25,078
2005 G.O.B. (\$ 1,795,000 - 20 YEAR)	\$90,000	\$24,230	\$114,230
2009 G.O.B. (\$ 2,395,000 - 30 YEAR)	\$80,000	\$79,258	\$159,258
2012 G.O.B. (\$ 2,500,000 - 30 YEAR)	\$83,333	\$81,242	\$164,575
2015 G.O.B. (\$ 1,573,840 - 20 YEAR) - REIMBURSED	\$60,329	\$45,458	\$105,787
2018 G.O.B. (\$ 350,000 - PROPOSED 20 YEAR)	\$0	\$9,425	\$9,425
2018 G.O.B. (\$ 750,000 - PROPOSED 20 YEAR)	\$0	\$20,175	\$20,175
<b>TOTAL</b>	<b>\$673,662</b>	<b>\$299,612</b>	<b>\$973,274</b>

<b>FISCAL YEAR 2019-2020</b>	<b>PRINCIPAL</b>	<b>INTEREST</b>	<b>TOTAL</b>
2000 G.O.B. (\$ 1,300,000 - 20 YEAR)	\$65,000	\$5,496	\$70,496
2001 G.O.B. (\$ 2,400,000 - 20 YEAR)	\$120,000	\$15,483	\$135,483
2004 G.O.B. (\$ 410,000 - 20 YEAR) - REIMBURSED	\$20,000	\$4,105	\$24,105
2005 G.O.B. (\$ 1,795,000 - 20 YEAR)	\$90,000	\$20,619	\$110,619
2009 G.O.B. (\$ 2,395,000 - 30 YEAR)	\$80,000	\$76,193	\$156,193
2012 G.O.B. (\$ 2,500,000 - 30 YEAR)	\$83,333	\$79,336	\$162,669
2015 G.O.B. (\$ 1,573,840 - 20 YEAR) - REIMBURSED	\$62,139	\$43,648	\$105,787
2018 G.O.B. (\$ 350,000 - PROPOSED 20 YEAR)	\$17,500	\$8,925	\$26,425
2018 G.O.B. (\$ 750,000 - PROPOSED 20 YEAR)	\$37,500	\$19,875	\$57,175
2019 G.O.B. (\$ 750,000 - PROPOSED 20 YEAR)	\$0	\$20,175	\$20,175
<b>TOTAL</b>	<b>\$575,472</b>	<b>\$293,655</b>	<b>\$869,126</b>

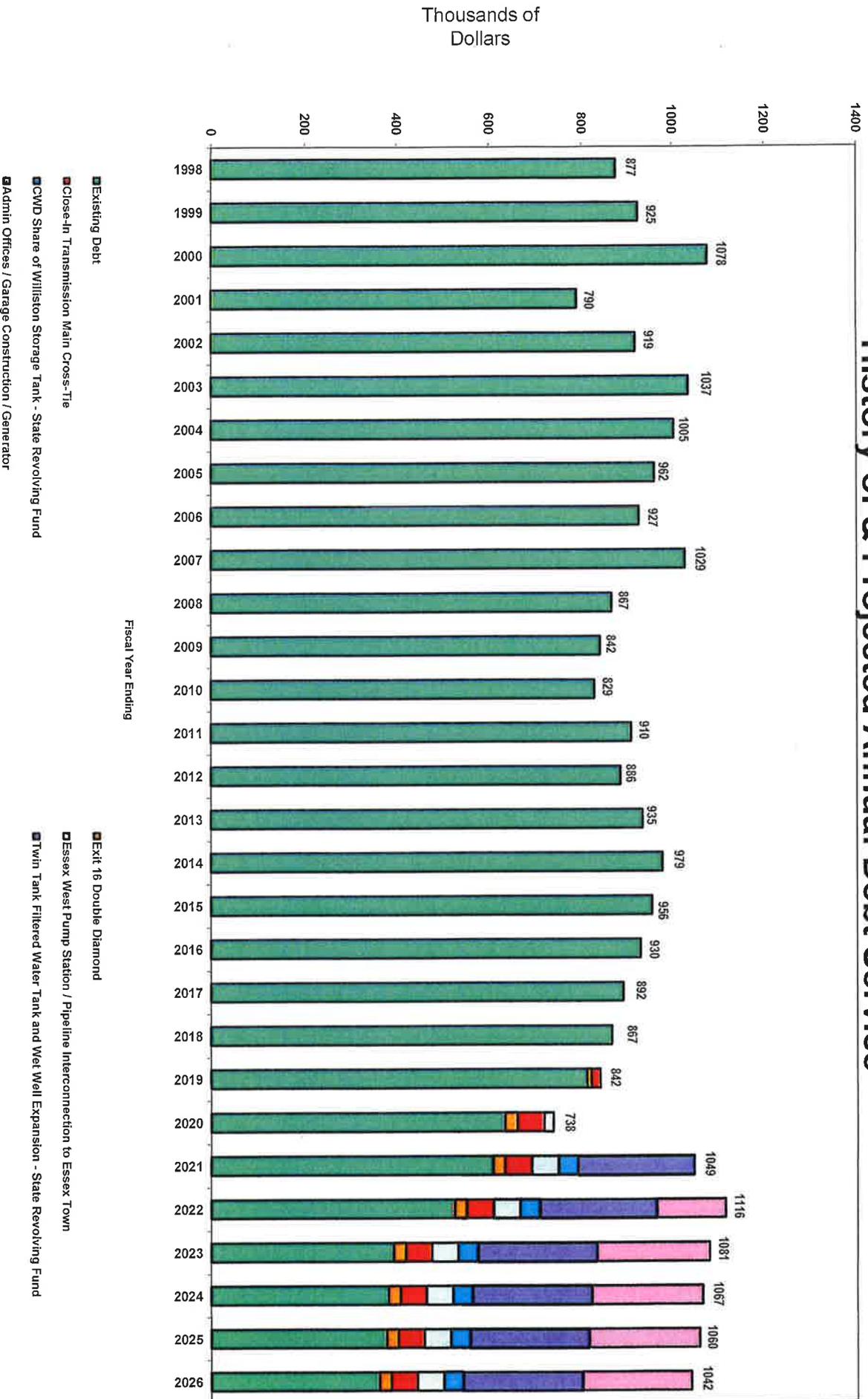
**PROPOSED NEW BONDED DEBT**

\*EXIT 16 DOUBLE DIAMOND

\*CLOSE-IN TRANSMISSION CROSS-TIE

\*ESSEX WEST PUMP STATION / PIPELINE INTERCONNECTION TO ESSEX TOWN SYSTEM

# Champlain Water District History of & Projected Annual Debt Service



**COMPARATIVE RETAIL WATER RATES**  
**Survey Compiled December 2016**

The following list represents the cost per 1,000 gallons and the annual cost for the State of Vermont average household occupancy (2.6 people per home) multiplied by 75 gallons per day per person for an average household usage of 71,000 gallons per year. The annual cost of water reflects individual characteristics of the communities water rates, i.e. any base rate per quarter, incremental rates based upon usage, or any minimum charges.

<b>Water System</b>	<b>Total Cost per 1,000 Gallons (Including any Base Rates)</b>	<b>Annual Cost Average Family</b>
CWD Wholesale (Uniform Rate)	\$2.038	\$144.70
<b>Village of Essex Junction</b>	<b>\$3.38</b>	\$239.98
<b>City of South Burlington</b>	<b>\$3.76</b>	\$266.96
<b>Colchester Town</b>	<b>\$3.77</b>	\$267.67
<b>Malletts Bay Water Company</b>	<b>\$3.77</b>	\$267.67
Colchester Fire District #2	\$4.32	\$306.72
<b>Colchester Fire District #3</b>	<b>\$4.68</b>	\$332.28
<b>Town of Williston</b>	<b>\$4.85</b>	\$344.35
<b>Town of Essex</b>	<b>\$5.13</b>	\$364.23
<b>City of Winooski</b>	<b>\$5.17</b>	\$367.07
City of Burlington	\$5.41	\$384.11
<b>Town of Milton</b>	<b>\$5.59</b>	\$396.89
<b>Town of Shelburne</b>	<b>\$6.09</b>	\$432.39
<b>**Village of Jericho</b>	<b>\$3.25</b>	\$230.75
<b>***Colchester FD#1</b>	<b>\$3.45</b>	\$244.95

**\*Bolted water systems are served by CWD**

Note: The annual average retail cost of water is \$327.95 for 10 of the 12 above "bolted" CWD served municipal water systems for a family using 71,000 gallons per year. Of this \$327.95 average annual family cost, \$144.70 (44%) is paid to CWD for the uniform wholesale purchase price, and the remaining dollars is retained by the respective CWD served water system.

**\*\*Village of Jericho** – Rate does not include Village Tax Rate assessment charge. Not included in average listed in above Note.

**\*\*\*Colchester FD#1** - Rate does not include bond special assessment charge. Not included in average listed in above Note.

# Memorandum

TO: Patrick C. Scheidel, Municipal Manager  
Essex Selectboard  
Village Trustees  
FROM: Dennis Lutz, P.E. Public Works Director  
DATE: 20 January 2017  
SUBJECT: 2018 UPWP (INFORMATION)

The deadline for submittal of applications for the CCRPC 2018 Unified Planning Work Program (UPWP) was Friday, the 20<sup>th</sup> of January. Although work had been ongoing for some time to prepare background material for the applications, it was not possible to get the completed applications to the two boards prior to the application date.

One project was a resubmittal from the FYE2017 request since it wasn't given funding in last year's work plan (i.e., the VT15 path from Athens Drive to the Circumferential Highway). The traffic count and turning movement count applications are generally processed as regular staff –to-CCRPC requests.

The only new project requested is an updated look at the pedestrian/ bike movements and the road cross sections on VT15 from the east gate of Fort Ethan Allen (Town segment) to West Street extension (Village section). The Village also has submitted a separate UPWP request for issues at the Five Corners area.

At this time, there is no action required by either Board. If and when projects are determined to be fundable by the CCRPC, then formal action may be required to proceed with the work.



## PROJECT APPLICATION FORM FY2018 Unified Planning Work Program

Applications should be no more than 4 pages (excluding any maps and letter of support from your governing body to document the availability of the local match and commitment of staff time). **A Project Application Form must be submitted for each project request. There are separate forms to request transportation counts and infrastructure inventories – please submit one form per request. Deadline for receipt of completed submissions is 4:30 p.m., Friday, January 20, 2017. Please email completed forms in Word format to [mdistel@ccrpcvt.org](mailto:mdistel@ccrpcvt.org).** All forms are available on the CCRPC website:  
<http://www.ccrpcvt.org/about-us/commission/annual-work-plan-budget-finances/>.

### 1. GENERAL INFORMATION

**Submitted by :** Dennis Lutz, P.E., Public Works Director

**Municipality/Agency/Organization:** Village of Essex Junction/Town of Essex

**Telephone:** (802) 878-1344

**Email:** [dlutz@essex.org](mailto:dlutz@essex.org)

### 2. PROJECT INFORMATION

**a. Project Title:** VT 15/Pearl Street Scoping Study Revision / Alternatives Analysis for the section of roadway between Ethan Allen Ave (Town) and West Street Extension(Village).

**b. Project Location** (name of roadway, intersection, geographic area, etc.):  
See Attached Maps

**c. Project Description** (100 words max):

The proposed project is a more detailed analysis of the area that was originally evaluated as a component of the Circumferential Highway Alternative VT15 Bike Path Study. Questions from that study were not answered with sufficient analysis to derive a clear and defined solution to both vehicular movement and bike/pedestrian travel along this corridor. A more in-depth study is needed to address safe bike lane integration into the Susie Wilson intersection along VT15 and to relook at the VT15 typical road cross-section to consider alternatives such as eliminating the center island on VT15 for an all-access three-lane configuration.

**d. Budget, Scope of Work & Project Schedule:**

<b>Task</b>	<b>Month/Year</b>	<b>Task Budget (if known)</b>
1. Review prior path scoping study and related prior reports	8/17	\$500
2. Meet with key participants to include, CCRPC staff , VTRANS reps, Town-Village Public Works Director, Village Engineer, Village Planner to obtain input on specific scoping alternatives and deliverables – initial meeting to be followed with subsequent meetings and close collaboration.	9/17 – end of study	\$5,000
3. Hold meeting for public input	10/17	\$1,500
4. Perform sufficient field work/investigations to define roadway widths, impacted utility locations and known right of way limits to define any project limitations; coordinate with VTRANS on future changes to VT15/Susie Wilson Road intersection; collect all needed data	12/18	\$8,000
5. Determine and evaluate potential alternative solutions, including alternative road cross sections, off road bike lanes, impacts, costs, sketches of cross section, etc.	3/18	\$15,000
6. Prepare report and present findings; hold public meeting	4/18	\$8,000
<b>Total</b>	<b>5/18</b>	<b>\$38,000</b>

Is Request for CCRPC Staff Assistance Only? (Yes/No)	No
Requested UPWP Amount	\$ 30,400
Non-Federal Cash Match	\$ 7,600
Other Funding	\$ NA
Total Project Cost	\$ 38,000

**e. Expected deliverables:**

- 1) Field data and conceptual scoping-level drawings of selected alternative
- 2) Public Meeting presentations (2)
- 3) Scoping report

## **f. Other Project Participants**

VTRANS  
Town/Village Public Works Director  
Village Engineer  
Village Planner  
Village Trustees  
Town Selectboard  
Village Bike/Walk Advisory Committee

## **g. Project Match Requirement:**

A local match of \$7,600 is required. There are sufficient funds in the Capital Bike/Ped Fund and from developer's impact fees to cover this cost. There may be some cost sharing between the Town and the Village because the project impacts both communities and the common thread is the bike/pedestrian conflicts at the Susie Wilson Road intersection and lane transitions.

### **• Transportation, Land Use and Stormwater Planning**

- ✓ Transportation projects – 20% non-federal cash match required.
- Non-transportation projects – 20% non-federal cash match required. For plan and bylaw development projects, contact CCRPC staff to develop a scope and budget. We encourage municipalities to seek Municipal Planning Grants for this type of work. An MPG can be used to provide the 20% (or more) match.
- The CCRPC may waive the local match requirement for projects deemed to be regionally significant.

### **• Major or Minor Technical Assistance**

- Transportation projects – no local match required.
- Non-transportation projects – no local match required for projects requiring less than 12 hours of CCRPC staff time. Projects over 12 hours will be charged a rate of \$50 per hour.

### **• Non-Municipal Partner Program Assistance**

- 20% match required.

## **h. Public Meeting Requirement:**

This project has been discussed at Public Meetings in the past as part of the ongoing Circumferential Highway Alternative process. In addition, the proposed scoping study was discussed at length during the January 9, 2017 meeting of the Village Bike/Walk Advisory Committee and those minutes are posted on the web page and provided to the Village Trustees. Copies of those minutes are attached. It is anticipated that the village Trustees will review this UPWP application at their January 24, meeting.

### **3. BENEFITS TO REGIONAL AND LOCAL PLANNING**

#### **a. Identify which of the 8 strategies from the ECOS Plan this project will address.**

Increase opportunity for every person in our community to achieve optimal health and personal safety.

Develop financing and governance systems to make the most efficient use of taxpayer dollars and reduce costs.

Ensure that the projects and action in all ECOS strategies assess equity impacts and that the design and development of programs are inclusive of all and engage underrepresented populations.

#### **b. Demonstrate where this project is identified in a local plan, or how it addresses an existing, documented need. Or, is this a newly identified project for which there is a sense of urgency? Please describe.**

Reference Town/Village approved Bike/Ped Plan dated 2014, Project #30 identified on pages 29 and 30 of the Plan.

#### **c. For transportation and land use projects, how will the project benefit the following:**

- The safe, efficient operation of the transportation system?

The addition of safe bike lanes along this route will complete the link between bike-ped improvements planned or in progress east of West Street in the Village and west of Susie Wilson Road in the Town. A significant impediment is the existing and planned road improvements to the Susie Wilson Road intersection for cyclists on the south side of the road. In addition, a change in lane configuration in this area in the Village would allow for safer bike movement and improved two-way vehicle access and movement through potential elimination of the middle island. This would also eliminate the need for a potential reverse movement for west bound traffic from the Village at the Susie Wilson Road intersection.

- Regional and/or local economic development?

Alternative transportation projects such as walks and paths provide individuals with the means to access locations without relying on the automobile for transportation. An integrated transportation system, especially with interconnectivity to adjacent communities, enhances overall economic development of the region, through increased mobility.

- Multimodal travel options, connections, and/or reduce travel delays for people and goods?

The availability of safe bike lanes along this segment of VT15 and potential elimination of the middle island will provide for more efficient travel along VT15, improved access to properties and a significant reduction in vehicle turning conflicts at the Susie Wilson

Road intersection.

- Increase the livability of local communities?

The proposed improvement will provide added transportation options for bikers and vehicles that will complete links already underway and enable a wider range of transportation alternatives to be utilized and under much safer conditions.

- Complement other local/regional activities or initiatives?

It will complement and provide enhancements to a number of regional projects including but not limited to the path under design by VTRANS from interstate 89 in Williston to Susie Wilson Road, to the roadway and pedestrian improvements currently under design in the Susie Wilson Road corridor, and the Class 1 paving project/Pearl Street walkway projects in the Village of Essex Junction. This project would provide the needed final link between all three approaches.

**d. For other planning projects, please describe how the project benefits the local community.**

**e. Consider the public engagement needs of your project:**

- Are there traditionally underserved populations in the project study area and will this project require more than routine public engagement to reach these populations?

There are many apartments along this section of VT15 and Fort Ethan Allen that may service a population that is traditionally underserved. However, it does not appear that there is a significant concentration of underserved population that will require more than routine public engagement. However, adjustment can be made during the scope of the work to address this issue if necessary.

- How will this project help to achieve greater equity?

It will link many areas of the community through better alternative transportation possibilities – especially for those who do not have access to a vehicle but may have bicycle availability.

- How are disparities for disadvantaged communities improved through this project?

Reference reply to #2 above

- How will you evaluate the success of your public engagement efforts?

The success will be determined by the lack of negative comments once a final alternative is selected. The public rarely voices support for projects they like but are very responsive when their interests are not being served.

**f. How does the project demonstrate a cost-effective solution to a potential or recognized problem?**

This will have to be determined after the scoping work had been completed. It is premature to determine if it is cost effective until there are alternatives to compare.

**g. How will this project be implemented after planning is complete?**

The intent is to move forward with implementation of a solution approved by the respective stake-holders as soon as money is available for design and construction. There are some VTRANS funds available to support design and/or construction due to delays in the Class 1 paving program for this section of roadway.

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
January 10, 2017**

**BOARD OF TRUSTEES:** George Tyler (Village President); Elaine Sopchak, Dan Kerin, Lori Houghton, Andrew Brown.  
**ADMINISTRATION:** Pat Scheidel, Municipal Manager; Lauren Morrisseau, Finance Director/Assistant Manager; Robin Pierce, Development Director; Darby Mayville, Community Relations/Economic Development Assistant.  
**OTHERS PRESENT:** James Lockwood, Susan Lockwood, Paul Hansen, Kris Surette, Colin Flanders.

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**1. CALL TO ORDER and PLEDGE OF ALLEGIANCE**

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

**2. AGENDA CHANGES/APPROVAL**

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

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

1. Comments from Public on Items Not on Agenda

James Lockwood, retired law enforcement and border patrol officer (combined 46 years of service), expressed concern for the criminal alien aspect of being a sanctuary city and the potential for loss of federal funding by being a sanctuary city and the impact on taxes. George Tyler explained the issue is mainly about law enforcement and the Trustees do not oversee the police department. The Essex Selectboard does. Elaine Sopchak added the Trustees have not discussed the matter at the board level, but would be interested in hearing from Police Chief LaRose. The village has received federal funding for the crescent connector project and does not want to jeopardize this.

Mr. Lockwood mentioned the mandate the former governor gave to the Vermont State Police not to contact Homeland Security. Enforcement is literally only on the border, not on the road or at train stations or bus stations. Dan Kerin stated the mandate does not preclude a resident from reporting an illegal or undocumented alien to the Border Patrol and there is nothing at the state or local level to prohibit federal agents from coming in.

Pat Scheidel said since 2003 the Essex Police have had a fair and equitable policing policy in place for fair and impartial police services. The Selectboard heard the request for a sanctuary city. There will likely be more discussion, but the policing policy is being followed so Essex is ahead of the curve.

**4. OLD BUSINESS**

1. Review FYE18 Proposed Budgets

Lauren Morrissette reviewed changes to the budget that include adding the Recreation Department (\$892,436 less \$22,000 for nonresident rec fees and \$60,000 in rec fund balance), the addition for the Fire Department (\$6,926), corrected Community Development Budget (-\$3,714), and transfer into the Capital Reserve Fund (\$96,000) as a special article. The tax rate with the Rec Department budget included is \$.30 or an increase of .87% from the combined village & recreation FYE17 tax rates of \$.2974. With the Capital Budget, Algonquin Ave. was re-ranked and moved out into the future. Up to FY19 there are projects in the queue with groups of expensive projects to follow.

Elaine Sopchak asked about insurance for the Rec Dept. Lauren Morrissette said VLCT provided some numbers. Workers Compensation is split between the General Fund and the Recreation Programs Fund. The Rec Dept. is generating more revenue than tax support. It is not known if there are any restrictions on use of the revenues to offset costs. It was suggested that the Rec Dept. use any profits to cover capital costs. The Recreation Program Fund is an enterprise fund.

George Tyler asked if the amount of budget decrease in the Community Development budget could be used as matching funds for the planning grant. Lauren Morrissette said the timing will not work.

The Trustees will continue review of the proposed budget several times before the annual meeting. Forward any comments now.

## 2. Village Events Newsletter

Darby Mayville and Paul Hansen reviewed changes to the events calendar to be hosted by Ecopixel. A mockup of the a calendar page was shown.

**MOTION by George Tyler, SECOND by Lori Houghton, to authorize staff to convert the hosting of the existing Weekly Village News & Community Calendar from Timely to Ecopixel and to expend \$600 for the setup and implementation of the calendar and \$10 for the monthly maintenance from the Administration Budget. VOTING: unanimous (5-0); motion carried.**

## 5. NEW BUSINESS

### 1. CCRPC Unified Planning Work Program Grant

Robin Pierce suggested the Design Five Corners Project be incorporated into the village municipal plan. Regina Mahoney with Regional Planning will assist with the task.

**MOTION by Andrew Brown, SECOND by Dan Kerin, to authorize staff to apply for the CCRPC Unified Planning Work Program grant and approve a \$4,000 cash match from the matching grant fund.**

**DISCUSSION: It was noted the grant is due at the end of the month followed by a review period and award in April/May. The grant is competitive.**

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

### 2. Request for Tax Stabilization/Sign Letter of Commitment for 8 Pearl Street

Lauren Morrisseau reviewed the request from Cyrus Patten, Praxis Holdings, LLC, for tax stabilization of the historic building at 8 Pearl Street for the next six years. Mr. Patten owns several mental health facilities. Space in the building will be rented out.

**MOTION by George Tyler, SECOND by Elaine Sopchak, to approve and sign the letter of commitment to Praxis Holdings, LLC for tax stabilization of 8 Pearl Street. VOTING: unanimous (5-0); motion carried.**

### 3. Manager Recruitment

Pat Scheidel advised the Trustees along with the Selectboard to begin thinking about the recruitment process for the municipal manager. The current agreement expires 6/30/18. It is suggested an executive recruiter be hired to identify candidates and do background research. VLCT also does recruitment and the Trustees can do their own recruitment if desired. The cost of the recruitment can be shared between the village and town. Mr. Scheidel reviewed a timeline for filling the position (accept the retirement letter, appoint an interim manager if necessary, choose the process for recruitment and selection, select the firm to do the recruitment, decide on the candidate, have a retreat with the new hire to narrow down work tasks, responsibilities, and any issues to be handled. Evaluation of performance can be based on that.) Following further discussion it was decided to have a joint meeting with the Selectboard to identify the skill sets and characteristics wanted in a municipal manager. There must be a community aspect to the process as well.

### 4. Charter Changes

Pat Scheidel said charter changes to codify the consolidated manager position need to be addressed. Language needs to be added saying the village and town will hire one municipal manager. The legislature meets until May so the charter change needs to be submitted soon. What has been consolidated to date also needs to be codified. To get the charter changes before the legislature this session a joint meeting with the Selectboard must be done by January 24, 2016.

Andrew Brown asked if a majority of the boards must agree on the manager candidate or a clear majority of both boards, stressing the vote of the village should not be overshadowed by the majority of the joint boards. Pat Scheidel said the recruiter will likely advise a unanimous vote so the new hire knows they are supported. George Tyler noted there can be language in the charter that says the vote must be at least 3-2. Elaine Sopchak said the village must be an equal partner with an equal vote, not just giving advice to the Selectboard.

Lori Houghton asked what comes first, having the municipal manager codified or governance. Having one manager brings synergy, but there are unknowns with the Selectboard and the relationship at this point so the focus should be the issue of governance and equal say. Perhaps how to make the two boards equal in hiring/firing will be an outcome of the joint meeting.

There was continued discussion of support for doing the charter changes, the timeline, and having the joint meeting with the Selectboard. The Trustees expressed concern the

timeline for the charter change is too short and the joint meeting should focus on governance (where are we going) and not the charter change for the municipal manager. The community should be heard as well. There will be an issue if the agreement expires and the village and town have not hired a new manager.

The joint meeting will be scheduled within the next two weeks to discuss consolidations to date, potential future consolidations (vision), and charter changes for the shared manager.

## **6. MANAGER'S REPORT**

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

- January 24, 2017
- February 14, 2017
- February 28, 2017
- March 14, 2017
- March 28, 2017

\* April 5, 2017 – Community Dinner and Annual Meeting

\* April 11, 2017 – Australian ballot voting

### 2. Agreement with Essex Junction School District

Per the agreement the Rec Dept. will come under the village government and the agreement with the school district will be terminated.

## **7. TRUSTEES COMMENTS/CONCERNS & READING FILE**

### 1. Board Member Comments

- Lori Houghton announced the food pantry is open an additional evening (2<sup>nd</sup> Monday of the month).
- Elaine Sopchak suggested doing a survey of the village to determine the community's point of view. Elaine Sopchak and Lori Houghton will draft questions for the survey. Suggestions should be forwarded.
- Elaine Sopchak suggested a celebration at the end of February to show appreciation to all the volunteers in the village. George Tyler will add the item to the next meeting agenda.
- Andrew Brown mentioned the school district change as of July 1<sup>st</sup> and potential real estate matters. Discussion will be held in Executive Session.

### 2. Reading File

- Minutes:
  - Tree Advisory Committee 12/6/16
  - Capital Program Review Committee 1/3/17
- Memorandum from President of National School Choice Week
- Article in Washington Post re: Sanctuary Cities
- Letter from Fairport CEO re: Acquisition by Consolidated Communications
- Letter from Dawn Francis, Colchester Town Manager, re: Letter of Interest/Public Safety Dispatch

**8. CONSENT AGENDA**

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

- 1. Approve Minutes of Previous Meeting(s), 12/13/16 & 12/20/16.**
- 2. Expense Warrant #17023, dated 12/15/16, in the amount of \$207,787.43.**
- 3. Expense Warrant #17024, dated 12/22/16, in the amount of \$274,403.90.**
- 4. Expense Warrant #17025, dated 12/29/16, in the amount of \$44,863.43.**

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

**9. EXECUTIVE SESSION and/or ADJOURNMENT**

**MOTION by Dan Kerin, SECOND by Lori Houghton, to go into Executive Session to discuss personnel in accordance with 1VSA313(a)(3) and to include the Municipal Manager and Assistant Manager/Finance Director.. VOTING: unanimous (5-0); motion carried.**

Executive Session was convened at 8:40 PM and adjourned at 9 PM.

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

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

The meeting was adjourned at 9 PM.

*RScty: M.E.Riordan*

01/10/17  
12:37 pm

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	12/08/16	ADVANCE AUTO PARTS VF DEF fluid 4354338	210-42220.432 VEHICLE MAINTENANCE	5.99	8722	01/06/17
05290	12/19/16	ADVANCE AUTO PARTS ST fuses 5431921	210-43110.610 SUPPLIES	6.84	8722	01/06/17
05290	12/20/16	ADVANCE AUTO PARTS ST wire 5527148	210-43110.610 SUPPLIES	56.60	8722	01/06/17
05290	12/22/16	ADVANCE AUTO PARTS ST grease 5732026	210-43110.626 GAS, GREASE AND OIL	56.90	8722	01/06/17
07155	12/14/16	AMERICAN ROCK SALT CO LLC ST salt 0493794	210-43125.610 WINTER MAINTENANCE	5302.00	8723	01/06/17
07155	12/15/16	AMERICAN ROCK SALT CO LLC ST salt 0494293	210-43125.610 WINTER MAINTENANCE	1712.09	8723	01/06/17
00530	12/13/16	BRODART CO BL books 4831898	210-45551.610 SUPPLIES	0.30	8731	01/06/17
00530	12/13/16	BRODART CO BL books 4831898	210-45551.640 ADULT COLLECTION-PRNT &	23.19	8731	01/06/17
00530	12/15/16	BRODART CO BL books 4836336	210-45551.641 JUVEN COLLECTION-PRNT & E	17.99	8731	01/06/17
00530	12/15/16	BRODART CO BL books 4836336	210-45551.610 SUPPLIES	0.90	8731	01/06/17
00530	12/15/16	BRODART CO BL books 4836371	210-45551.610 SUPPLIES	2.70	8731	01/06/17
00530	12/15/16	BRODART CO BL books 4836371	210-45551.641 JUVEN COLLECTION-PRNT & E	33.72	8731	01/06/17
00530	12/20/16	BRODART CO BL books 4840930	210-45551.610 SUPPLIES	0.90	8731	01/06/17
00530	12/20/16	BRODART CO BL books 4840930	210-45551.641 JUVEN COLLECTION-PRNT & E	6.15	8731	01/06/17
00530	12/20/16	BRODART CO BL books 4840931	210-45551.641 JUVEN COLLECTION-PRNT & E	5.49	8731	01/06/17
00530	12/20/16	BRODART CO BL books 4840931	210-45551.610 SUPPLIES	0.90	8731	01/06/17
00530	12/22/16	BRODART CO BF books 4844024	210-49345.000 LIBRARY DONATION EXPENDIT	48.33	8731	01/06/17
16030	12/10/16	BROWN ELECTRIC VF photocontrol outside 31784	210-42220.434 MAINT. BUILDINGS/GROUNDS	246.80	8732	01/06/17
16030	12/29/16	BROWN ELECTRIC LK Lincoln Hall repairs 31806	210-41940.434 MAINT. BUILDINGS/GROUNDS	348.29	8732	01/06/17
13825	01/02/17	BURLINGTON FIRE FIGHTERS VF training oonference 010217D	210-42220.500 TRAINING, CONFERENCES, DU	200.00	8733	01/06/17
03000	12/13/16	CARGILL SALT EASTERN INC ST salt 2903126666	210-43125.610 WINTER MAINTENANCE	3268.22	8735	01/06/17
03000	12/14/16	CARGILL SALT EASTERN INC ST salt 2903130195	210-43125.610 WINTER MAINTENANCE	1670.96	8737	01/06/17
04940	12/12/16	COMCAST TV internet 00918111212	210-43125.610 WINTER MAINTENANCE	29.98	8746	01/06/17
04940	12/12/16	COMCAST TV internet 00918111212	210-43110.610 SUPPLIES	129.98	8746	01/06/17
V10576	01/04/17	ECOPIXEL LLC AD Dec web host support 2273	210-41320.340 COMPUTER EXPENSES	119.00	8756	01/06/17

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12:37 pm

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
22865	12/15/16	ENGINEERING VENTURES PC ST 81 Main ped bridge 0017611	210-43110.576 ENGINEERING SERVICES	1200.00	8758	01/06/17
23215	12/16/16	ESSEX EQUIPMENT INC ST anti freeze 106269010001	210-43110.610 SUPPLIES	22.25	8760	01/06/17
23215	12/19/16	ESSEX EQUIPMENT INC ST wire ties 106269860001	210-43110.610 SUPPLIES	11.94	8760	01/06/17
23215	12/20/16	ESSEX EQUIPMENT INC ST gloves 106271100001	210-43110.612 UNIFORMS,BOOTS,ETC	105.21	8760	01/06/17
34895	01/01/17	GAUTHIER TRUCKING, INC. LH Dec Lincoln Hal 1202588	210-41940.565 RUBBISH REMOVAL	155.72	8768	01/06/17
V10129	12/20/16	HYSKO WENDY BL business lunch 122016WH	210-45551.500 TRAINING, CONFERENCES, DU	15.00	8782	01/06/17
05010	12/01/16	LYNN PUBLICATIONS AD warning for Dec 13 116919	210-41320.550 PRINTING AND ADVERTISING	204.00	8790	01/06/17
05010	12/08/16	LYNN PUBLICATIONS AD ballot for Dec 13 117374	210-41320.550 PRINTING AND ADVERTISING	510.00	8790	01/06/17
23445	12/20/16	MATTHEW BENDER & CO., INC TM statutes updates 89949250	210-41320.610 SUPPLIES	340.31	8792	01/06/17
14585	12/19/16	MUNICIPAL EMERGENCY SERVI VF SCBA maint 1069940	210-42220.570 MAINTENANCE OTHER	33.75	8795	01/06/17
24960	11/15/16	NORTHEAST DELTA DENTAL VA Dec dental ins 161511	210-41320.210 HEALTH INS & OTHER BENEFI	355.70	8797	01/06/17
24960	11/15/16	NORTHEAST DELTA DENTAL VA Dec dental ins 161511	210-15109.000 EXCHANGE - COBRA	253.87	8797	01/06/17
24960	11/15/16	NORTHEAST DELTA DENTAL VA Dec dental ins 161511	210-43110.210 HEALTH INS & OTHER BENEFI	302.34	8797	01/06/17
24960	11/15/16	NORTHEAST DELTA DENTAL VA Dec dental ins 161511	210-45551.210 HEALTH INS & OTHER BENEFI	444.61	8797	01/06/17
24960	11/15/16	NORTHEAST DELTA DENTAL VA Dec dental ins 161511	210-41970.210 HEALTH INS & OTHER BENEFI	177.85	8797	01/06/17
24960	11/15/16	NORTHEAST DELTA DENTAL VA Dec dental ins 161511	210-41395.210 HEALTH INS & OTHER BENEFI	88.92	8797	01/06/17
24960	11/15/16	NORTHEAST DELTA DENTAL VA Dec dental ins 161511	210-43151.210 HEALTH INS & OTHER BENEFI	47.13	8797	01/06/17
40840	12/15/16	SOVERNET COMMUNICATIONS VF telephone 3707479	210-42220.535 TELEPHONE SERVICES	101.57	8813	01/06/17
40840	12/15/16	SOVERNET COMMUNICATIONS ST telephone 3708660	210-43110.535 TELEPHONE SERVICES	70.94	8815	01/06/17
08000	12/02/16	VT BLACKTOP CORP ST top rap mix hot mix 00616717	210-43120.610 PAVEMENT MAINTENANCE	248.50	8828	01/06/17
29825	12/22/16	VT GAS SYSTEMS VA various 122215419	210-43110.623 HEATING/NATURAL GAS	535.45	8829	01/06/17
29825	12/22/16	VT GAS SYSTEMS VA various 122215419	210-45551.623 HEATING/NATURAL GAS	1088.86	8829	01/06/17
29825	12/22/16	VT GAS SYSTEMS VA various 122215419	210-41940.623 HEATING/NATURAL GAS	852.47	8829	01/06/17
29825	12/22/16	VT GAS SYSTEMS VA various 122215419	210-42220.623 HEATING/NATURAL GAS	992.10	8829	01/06/17
05935	08/05/16	VT HUMANITIES COUNCIL BLBF 1 pt Wed programs 12162016	210-49340.008 STATE GRANT EXPENDITURES	650.00	8833	01/06/17

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05935	08/05/16	BLBF 1 pt Wed programs	210-49345.000	2900.00	8833	01/06/17
		12162016	LIBRARY DONATION EXPENDIT			
30210	01/01/17	VA VLCT PACIF/worker comp	210-41320.522	3107.00	8835	01/06/17
		0195	PUBLIC OFFICIALS LIABILIT			
30210	01/01/17	VA VLCT PACIF/worker comp	210-41970.522	3107.00	8835	01/06/17
		0195	PUBLIC OFFICIALS LIABILIT			
30210	01/01/17	VA VLCT PACIF/worker comp	210-20210.000	38403.50	8835	01/06/17
		0195	WORKERS COMP PAYABLE			
30210	01/01/17	VA VLCT PACIF/worker comp	210-41335.521	185.66	8835	01/06/17
		0195	LIABILITY & PROPERTY INS.			
30210	01/01/17	VA VLCT PACIF/worker comp	210-42220.521	4371.57	8835	01/06/17
		0195	LIABILITY & PROPERTY INS.			
30210	01/01/17	VA VLCT PACIF/worker comp	210-41940.521	3204.45	8835	01/06/17
		0195	LIABILITY & PROPERTY INS.			
30210	01/01/17	VA VLCT PACIF/worker comp	210-41970.521	1799.92	8835	01/06/17
		0195	LIABILITY & PROPERTY INS.			
30210	01/01/17	VA VLCT PACIF/worker comp	210-41320.521	4727.96	8835	01/06/17
		0195	LIABILITY & PROPERTY INS.			
30210	01/01/17	VA VLCT PACIF/worker comp	210-45551.521	6768.73	8835	01/06/17
		0195	LIABILITY & PROPERTY INS.			
30210	01/01/17	VA VLCT PACIF/worker comp	210-43110.521	8132.47	8835	01/06/17
		0195	LIABILITY & PROPERTY INS.			
43280	12/15/16	VF heater service	210-42220.434	380.00	8836	01/06/17
		28979	MAINT. BUILDINGS/GROUNDS			
00935	12/27/16	VF cat litter	210-42220.610	209.50	8839	01/06/17
		1517101	SUPPLIES			
07565	12/14/16	ST paper towels	210-43110.610	209.90	8840	01/06/17
		140147270	SUPPLIES			
V9954	12/29/16	ST hose/nozzel	210-43110.610	64.98	8843	01/06/17
		122916D	SUPPLIES			
22780	12/31/16	BF youth program	210-49345.000	200.00	8844	01/06/17
		MW 123116	LIBRARY DONATION EXPENDIT			
31545	12/20/16	SC hol baskets, luncheon	225-45122.610	9.99	8751	01/06/17
		122016D	OPERATIONAL SUPP/EXP			
31545	12/20/16	SC hol baskets, luncheon	225-45122.812	98.50	8751	01/06/17
		122016D	MEAL SITE EXPENSES			
31545	12/20/16	SC hol baskets, luncheon	225-45122.614	47.55	8751	01/06/17
		122016D	PROGRAM EXPENSES			
31545	12/19/16	SC food, hol lunch	225-45122.812	85.47	8751	01/06/17
		161219D	MEAL SITE EXPENSES			
27295	12/17/16	SC flowers for luncheon	225-45122.812	79.50	8791	01/06/17
		42939	MEAL SITE EXPENSES			
21570	12/30/16	SC items for ctr , meals	225-45122.812	51.34	8800	01/06/17
		161230D	MEAL SITE EXPENSES			
21570	12/30/16	SC items for ctr , meals	225-45122.610	8.98	8800	01/06/17
		161230D	OPERATIONAL SUPP/EXP			
21570	12/30/16	SC items for ctr , meals	225-45122.614	26.51	8800	01/06/17
		161230D	PROGRAM EXPENSES			
23215	12/20/16	VW lp gas hose	254-43200.610	36.98	8760	01/06/17
		106270830001	SUPPLIES			

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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
23215	12/20/16	ESSEX EQUIPMENT INC VW tape measure 106271110001	254-43200.610 SUPPLIES	19.99	8760	01/06/17
24960	11/15/16	NORTHEAST DELTA DENTAL VA Dec dental ins 161511	254-43200.210 HEALTH INS & OTHER BENEFIT	133.38	8797	01/06/17
29825	12/22/16	VT GAS SYSTEMS VA various 122215419	254-43200.623 HEATING/NATURAL GAS	415.91	8829	01/06/17
30210	01/01/17	VT LEAGUE OF CITIES & TOW VA VLCT PACIF/worker comp 0195	254-43200.521 LIABILITY & PROPERTY INS.	1861.20	8835	01/06/17
28010	12/15/16	BEARINGS SPECIALTY CO., I WW o rings 3530731	255-43200.570 MAINTENANCE OTHER	19.90	8727	01/06/17
28010	12/15/16	BEARINGS SPECIALTY CO., I WW o rings 3530798	255-43200.570 MAINTENANCE OTHER	9.80	8727	01/06/17
23455	12/20/16	CHITTENDEN SOLID WASTE DI WW 27.80 wet tons waste 201611E88	255-43200.568 SLUDGE MANAGEMENT	2551.48	8742	01/06/17
27420	12/21/16	DAVE WHITCOMB'S SERVICE WW Plow trk inspect repai 4917	255-43200.432 VEHICLE MAINTENANCE	170.77	8752	01/06/17
V06210	12/09/16	DEKKER VACUUM TECHNOLOGIE WW gas compressor digeste 70125	255-43330.008 GAS COMPRESSOR	9466.32	8753	01/06/17
06870	12/28/16	ENDYNE INC WW qtrly metals 221115	255-43200.577 CONTRACT LABORATORY SERVI	49.00	8757	01/06/17
V10616	12/15/16	EVOQUA WATER TECH LLC WW bioxide full load 902908540	255-43200.619 CHEMICALS	9314.90	8761	01/06/17
37700	12/15/16	GRAYBAR WW mixer cable shrink wra 988905983	255-43200.570 MAINTENANCE OTHER	46.64	8771	01/06/17
07010	12/20/16	GREEN MOUNTAIN POWER CORP WW Nov Dec electric 12160132407	255-43200.622 ELECTRICAL SERVICE	10463.99	8775	01/06/17
23980	12/21/16	INTERSTATE ALL BATTERY CE WW scada ups 007863	255-43200.570 MAINTENANCE OTHER	63.00	8785	01/06/17
V9769	12/27/16	KEMIRA WATER SOLUTIONS WW full load ferrous ol 9017527504	255-43200.619 CHEMICALS	3452.73	8786	01/06/17
V9769	12/21/16	KEMIRA WATER SOLUTIONS WW sod aluminate 9017527894	255-43200.619 CHEMICALS	7193.54	8786	01/06/17
24960	11/15/16	NORTHEAST DELTA DENTAL VA Dec dental ins 161511	255-43200.210 HEALTH INS & OTHER BENEFIT	459.73	8797	01/06/17
11695	11/10/16	PIONEER MOTORS & DRIVES, WW gas compressor M2370	255-43330.008 GAS COMPRESSOR	1772.91	8802	01/06/17
29825	12/22/16	VT GAS SYSTEMS VA various 122215419	255-43200.623 HEATING/NATURAL GAS	3059.69	8829	01/06/17
30210	01/01/17	VT LEAGUE OF CITIES & TOW VA VLCT PACIF/worker comp 0195	255-43200.521 LIABILITY & PROPERTY INS.	11819.70	8835	01/06/17
24960	11/15/16	NORTHEAST DELTA DENTAL VA Dec dental ins 161511	256-43200.210 HEALTH INS & OTHER BENEFIT	213.41	8797	01/06/17
02970	08/03/16	USA BLUE BOOK INC SA freight for magnet 713447	256-43200.610 SUPPLIES	33.50	8824	01/06/17
29825	12/22/16	VT GAS SYSTEMS VA various 122215419	256-43200.623 HEATING/NATURAL GAS	242.39	8829	01/06/17
29825	12/22/16	VT GAS SYSTEMS VA various 122215419	256-43220.002 WEST ST PS COSTS	40.96	8829	01/06/17
29825	12/22/16	VT GAS SYSTEMS VA various 122215419	256-43220.001 SUSIE WILSON PS COSTS	40.96	8829	01/06/17

01/10/17  
12:37 pm

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Vendor		Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
30210	VT LEAGUE OF CITIES & TOW	01/01/17	VA VLCT PACIF/worker comp	256-43200.521	3965.34	8835	01/06/17
			0195	LIABILITY & PROPERTY INS.			
			Report Total		167201.31		

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01/13/17  
11:45 am

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endor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
05290	12/28/16	ADVANCE AUTO PARTS ST carb & choke 2849	210-43110.610 SUPPLIES	21.12	8846	01/12/17
05290	12/28/16	ADVANCE AUTO PARTS ST epoxy 7329	210-43110.610 SUPPLIES	6.36	8846	01/12/17
07305	12/21/16	AIRGAS USA LLC ST oxygen 9058572652	210-43110.610 SUPPLIES	121.16	8847	01/12/17
V10301	01/09/17	BARRA, PLC DAVID A. ADCD Dec legal fees EJ25792587	210-41970.320 LEGAL SERVICES	82.50	8849	01/12/17
V10301	01/09/17	BARRA, PLC DAVID A. ADCD Dec legal fees EJ25792587	210-41320.320 LEGAL SERVICES	1551.00	8849	01/12/17
23635	01/01/17	BAY STATE ELEVATOR COMPAN BL building maintenance 435620	210-45551.434 MAINT, BUILDINGS/GROUNDS	278.94	8850	01/12/17
V1655	01/01/17	BLUE CROSS BLUE SHIELD OF VA Feb health ins 620001110	210-41335.210 HEALTH INS & OTHER BENEFIT	931.74	8852	01/12/17
V1655	01/01/17	BLUE CROSS BLUE SHIELD OF VA Feb health ins 620001110	210-15109.000 EXCHANGE - COBRA	2374.69	8852	01/12/17
V1655	01/01/17	BLUE CROSS BLUE SHIELD OF VA Feb health ins 620001110	210-41970.210 HEALTH INS & OTHER BENEFIT	1863.49	8852	01/12/17
V1655	01/01/17	BLUE CROSS BLUE SHIELD OF VA Feb health ins 620001110	210-43151.210 HEALTH INS & OTHER BENEFIT	493.82	8852	01/12/17
V1655	01/01/17	BLUE CROSS BLUE SHIELD OF VA Feb health ins 620001110	210-45551.210 HEALTH INS & OTHER BENEFIT	4658.72	8852	01/12/17
V1655	01/01/17	BLUE CROSS BLUE SHIELD OF VA Feb health ins 620001110	210-41320.210 HEALTH INS & OTHER BENEFIT	3726.99	8852	01/12/17
V1655	01/01/17	BLUE CROSS BLUE SHIELD OF VA Feb health ins 620001110	210-43110.210 HEALTH INS & OTHER BENEFIT	3167.93	8852	01/12/17
V9941	12/07/16	BUSINESSCARD SERVICES BL Dec BFP newspaper 110716A	210-45551.640 ADULT COLLECTION-PRINT &	27.40	8853	01/12/17
V9941	12/07/16	BUSINESSCARD SERVICES ED train hop post cards 111515C	210-41335.810 COMMUNITY EVENTS & PROGRA	302.14	8853	01/12/17
V9941	12/07/16	BUSINESSCARD SERVICES CD save the dates 111716D	210-41335.810 COMMUNITY EVENTS & PROGRA	109.00	8853	01/12/17
V9941	12/07/16	BUSINESSCARD SERVICES AD H&S mthly cal/newslett 111716E	210-41320.530 COMMUNICATIONS	99.00	8853	01/12/17
V9941	12/07/16	BUSINESSCARD SERVICES ED glow sticks 111916F	210-41335.810 COMMUNITY EVENTS & PROGRA	364.50	8853	01/12/17
V9941	12/07/16	BUSINESSCARD SERVICES CD train hop paper 111916G	210-41335.810 COMMUNITY EVENTS & PROGRA	56.84	8853	01/12/17
V9941	12/07/16	BUSINESSCARD SERVICES AD trustee meeting 112216H	210-41320.560 TRUSTEES EXPENDITURES	16.08	8853	01/12/17
V9941	12/07/16	BUSINESSCARD SERVICES VF flag spreaders 120216K	210-42220.889 ROUTINE EQUIPMENT PURCHAS	51.80	8853	01/12/17
V9941	12/07/16	BUSINESSCARD SERVICES CD train hop maps 120516L	210-41335.810 COMMUNITY EVENTS & PROGRA	409.29	8853	01/12/17
V9941	12/07/16	BUSINESSCARD SERVICES CD markers for train hop 120516M	210-41335.810 COMMUNITY EVENTS & PROGRA	4.40	8853	01/12/17
V9941	12/07/16	BUSINESSCARD SERVICES AD tree lighting 120516N	210-41320.835 HOLIDAY EXPENSE	200.00	8853	01/12/17
V9941	12/07/16	BUSINESSCARD SERVICES LHAD trustee, LH supplies 120716D	210-41940.610 SUPPLIES	5.39	8853	01/12/17

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Town of Essex / Village of EJ Accounts Payable  
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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V9941	12/07/16	BUSINESSCARD SERVICES LHAD trustee, LH supplies 120716D	210-41320.560 TRUSTEES EXPENDITURES	12.19	8853	01/12/17
03000	12/15/16	CARGILL SALT EASTERN INC ST salt 2903133084	210-43125.610 WINTER MAINTENANCE	1682.12	8855	01/12/17
03000	12/22/16	CARGILL SALT EASTERN INC ST salt 2903150510	210-43125.610 WINTER MAINTENANCE	1634.49	8855	01/12/17
03000	12/22/16	CARGILL SALT EASTERN INC ST salt 2903150894	210-43125.610 WINTER MAINTENANCE	2343.80	8855	01/12/17
V10633	12/30/16	CCI SOLUTIONS CD cases 30404189	210-45551.610 SUPPLIES	53.30	8856	01/12/17
V0461	01/11/17	CENTRAL BEVERAGE BL newspapers 1011122016	210-45551.640 ADULT COLLECTION-PRINT &	329.50	8857	01/12/17
23170	12/31/16	CHAMPLAIN OIL CO., INC. VA Dec vehicle fuel CL191150	210-43110.626 GAS,GREASE AND OIL	3319.83	8859	01/12/17
23170	12/31/16	CHAMPLAIN OIL CO., INC. VA Dec vehicle fuel CL191150	210-42220.626 GAS,GREASE AND OIL	252.02	8859	01/12/17
12435	01/08/17	CHITTENDEN COUNTY FIRE MU VF annual dues 010817D	210-42220.500 TRAINING, CONFERENCES, DU	75.00	8860	01/12/17
V10614	01/03/17	CHOICE COBRA, LLC AD Cobra admin RC 012879	210-41320.210 HEALTH INS & OTHER BENEFIT	30.00	8861	01/12/17
23525	12/20/16	CLARK'S TRUCK CENTER INC ST DEF 383322	210-43110.626 GAS,GREASE AND OIL	89.40	8862	01/12/17
23525	01/05/17	CLARK'S TRUCK CENTER INC VF 8L3 transmission fluid 59356	210-42220.432 VEHICLE MAINTENANCE	669.61	8862	01/12/17
01420	12/28/16	EASTERN SYSTEMS BPAD AP checks 001516169	210-41320.550 PRINTING AND ADVERTISING	318.78	8867	01/12/17
V0795	01/01/17	ESSEX TOWN OF AD 1/12 manager contract 040447D	210-41320.150 MANAGER CONTRACT	5381.25	8868	01/12/17
V10226	12/29/16	G & K SERVICES ST shop towels 1295521520	210-43110.610 SUPPLIES	68.43	8873	01/12/17
34895	01/01/17	GAUTHIER TRUCKING, INC. ST rubbish removal 1202587	210-43110.565 RUBBISH REMOVAL	85.52	8875	01/12/17
34895	01/01/17	GAUTHIER TRUCKING, INC. ST rubbish removal 1202589	210-43110.565 RUBBISH REMOVAL	415.77	8875	01/12/17
34895	01/01/17	GAUTHIER TRUCKING, INC. ST rubbish removal 1202721	210-43110.565 RUBBISH REMOVAL	55.27	8875	01/12/17
21055	12/31/16	GREEN MOUNTAIN MESSENGER, BL courier delivery 55597	210-45551.536 POSTAGE/DELIVERY	135.00	8877	01/12/17
11710	01/03/17	INVEST EAP VF EAP qtrly invoice 010317D	210-42220.200 EMPLOYEE ASSISTANCE PROGR	216.00	8880	01/12/17
V9454	12/29/16	LENNY'S SHOE & APP ST uniform 3112003	210-43110.612 UNIFORMS,BOOTS,ETC	226.00	8883	01/12/17
04040	12/27/16	LUCKY'S TRAILER SALES INC ST motor relay kit PC 11725	210-43110.432 VEHICLE MAINTENANCE	17.93	8884	01/12/17
04040	12/28/16	LUCKY'S TRAILER SALES INC ST motor relay kit PC 11749	210-43110.432 VEHICLE MAINTENANCE	55.83	8884	01/12/17
38340	01/08/17	MINUTEMAN TRUCKS INC VF gauge 8L3 1124671	210-42220.432 VEHICLE MAINTENANCE	120.61	8886	01/12/17
10098	01/05/17	PIERCE ROBIN CD lunch for 3 people 010417D	210-41970.500 TRAINING, CONF,DUES	49.00	8888	01/12/17

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05400	01/09/17	BL volunteer gifts 1723651	210-45551.574 VOLUNTEER EXPENSES	94.71	8889	01/12/17
26385	01/04/17	AD Dec minutes 766-EJ	210-41320.530 COMMUNICATIONS	154.00	8891	01/12/17
03180	12/28/16	ST fire alarm svc 16525	210-43110.434 MAINT. BUILDINGS/GROUNDS	258.65	8896	01/12/17
07225	01/04/17	VF U61 service 448077	210-42220.432 VEHICLE MAINTENANCE	696.13	8899	01/12/17
V2093	12/28/16	ST calcium chloride flake 338002	210-43125.610 WINTER MAINTENANCE	1505.70	8900	01/12/17
21000	01/11/17	LH mat service 0361788843	210-41940.434 MAINT. BUILDINGS/GROUNDS	56.60	8903	01/12/17
36130	12/18/16	CD 12/19-1/18 cell ph dat 9777184936	210-41970.535 TELEPHONE SERVICES	40.01	8905	01/12/17
36130	12/18/16	CD 12/19-1/18 cell ph dat 9777184936	210-42220.535 TELEPHONE SERVICES	160.04	8905	01/12/17
36130	12/19/16	STVW phones various 9777255640	210-43110.535 TELEPHONE SERVICES	204.33	8906	01/12/17
11935	12/20/16	ST plow blades 4470850	210-43110.610 SUPPLIES	259.20	8908	01/12/17
12690	12/27/16	BL building maintenance 3251	210-45551.434 MAINT. BUILDINGS/GROUNDS	396.00	8914	01/12/17
21835	12/20/16	VF dash camera 112816A	210-42220.889 ROUTINE EQUIPMENT PURCHAS	254.95	3518229	01/12/17
21835	12/20/16	VF training handouts 120916B	210-42220.500 TRAINING, CONFERENCES, DU	69.90	3518229	01/12/17
21845	12/20/16	BL window coverings 120116A	210-45551.434 MAINT. BUILDINGS/GROUNDS	58.49	3518234	01/12/17
21845	12/20/16	BL supplies 120116B	210-45551.610 SUPPLIES	20.00	3518234	01/12/17
21845	12/20/16	BL supplies 120716C	210-45551.610 SUPPLIES	24.33	3518234	01/12/17
V9941	12/07/16	SC RADA order craft fest 112916J	225-45122.612 FUND RAISER EXPENSES	25.65	8853	01/12/17
12000	11/30/16	Pearl St link design 43737	230-46801.007 PEARL ST. LINKING SIDEWAL	6914.63	8882	01/12/17
VI655	01/01/17	VA Feb health ins 620001110	254-43200.210 HEALTH INS & OTHER BENEFIT	1397.62	8852	01/12/17
23170	12/31/16	VA Dec vehicle fuel CL191150	254-43200.626 GAS, GREASE AND OIL	73.01	8859	01/12/17
36130	12/19/16	STVW phones various 9777255640	254-43200.535 TELEPHONE SERVICES	129.73	8906	01/12/17
05290	01/03/17	WW spark plug 2391	255-43200.570 MAINTENANCE OTHER	4.74	8846	01/12/17
05290	01/09/17	WW air tools 2575	255-43200.570 MAINTENANCE OTHER	43.66	8846	01/12/17
VI655	01/01/17	VA Feb health ins 620001110	255-43200.210 HEALTH INS & OTHER BENEFIT	4817.12	8852	01/12/17
V9941	12/07/16	WW newspapers 112816I	255-43200.610 SUPPLIES	24.50	8853	01/12/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23170	12/31/16	CHAMPLAIN OIL CO., INC. VA Dec vehicle fuel CL191150	255-43200.626 GAS, GREASE AND OIL	223.13	8859	01/12/17
28790	01/02/17	COPY SHIP FAX PLUS WW sensor recalibration 010317	255-43200.570 MAINTENANCE OTHER	20.94	8864	01/12/17
38955	12/28/16	F W WEBB COMPANY WW gas comp room 53376918	255-43200.570 MAINTENANCE OTHER	160.43	8869	01/12/17
38955	12/30/16	F W WEBB COMPANY WW gas comp room 53402371	255-43200.570 MAINTENANCE OTHER	-4.70	8869	01/12/17
38955	12/30/16	F W WEBB COMPANY WW gas comp room 53402418	255-43200.570 MAINTENANCE OTHER	16.24	8869	01/12/17
V1093	01/09/17	HOLLAND CO., INC. WW 4900 gal bisulfite 1706	255-43200.619 CHEMICALS	6360.85	8878	01/12/17
03180	10/01/16	SAFETY SYSTEMS OF VT LLC WW annual alarm 16386	255-43200.570 MAINTENANCE OTHER	250.00	8896	01/12/17
V2124	12/24/16	STAPLES ADVANTAGE WW supplies file cabinet 3324967294	255-43200.610 SUPPLIES	256.29	8901	01/12/17
14800	12/01/16	TECH GROUP INC WW 10 network support hrs 72727	255-43200.570 MAINTENANCE OTHER	1050.00	8902	01/12/17
02970	12/28/16	USA BLUE BOOK INC WW salt spreader 141702	255-43200.570 MAINTENANCE OTHER	187.41	8904	01/12/17
02970	12/28/16	USA BLUE BOOK INC WW saddles training resou 141703	255-43200.570 MAINTENANCE OTHER	226.98	8904	01/12/17
02970	12/28/16	USA BLUE BOOK INC WW saddles training resou 141703	255-43200.500 TRAINING, CONFERENCES, DU	289.00	8904	01/12/17
02970	12/28/16	USA BLUE BOOK INC WW saddle, supplies 142191	255-43200.570 MAINTENANCE OTHER	517.24	8904	01/12/17
36130	12/18/16	VERIZON WIRELESS CD 12/19-1/18 cell ph dat 9777184936	255-43200.535 TELEPHONE SERVICES	182.54	8905	01/12/17
21740	12/20/16	FIRST NATIONAL BANK OMAHA WW quick connect prts 111816A	255-43200.570 MAINTENANCE OTHER	501.69	3518238	01/12/17
21740	12/09/16	FIRST NATIONAL BANK OMAHA WW mixer delivery PT meal 120916	255-43200.500 TRAINING, CONFERENCES, DU	8.57	3518238	01/12/17
21740	12/20/16	FIRST NATIONAL BANK OMAHA WW mixer refuel on road 120916B	255-43200.626 GAS, GREASE AND OIL	72.96	3518238	01/12/17
V1655	01/01/17	BLUE CROSS BLUE SHIELD OF VA Feb health ins 620001110	256-43200.210 HEALTH INS & OTHER BENEFIT	2236.19	8852	01/12/17
33850	01/03/17	CENTRAL VERMONT PROPRTIE SA 89441 row lease 9500169021	256-14301.000 PREPAID EXPENSES	29.17	8858	01/12/17
33850	01/03/17	CENTRAL VERMONT PROPRTIE SA 89441 row lease 9500169021	256-43200.441 RIGHT OF WAY AGREEMENTS	20.83	8858	01/12/17
23170	12/31/16	CHAMPLAIN OIL CO., INC. VA Dec vehicle fuel CL191150	256-43200.626 GAS, GREASE AND OIL	73.71	8859	01/12/17
12775	12/20/16	PRATT & SMITH ELECTRICAL SA Maple St false alarms 6517	256-43200.434 PUMP STATION MAINTENANCE	1845.00	8890	01/12/17
36130	12/23/16	VERIZON WIRELESS SA VPN 11/24-12/23 9777602039	256-43220.001 SUSIE WILSON PS COSTS	31.66	8907	01/12/17
36130	12/23/16	VERIZON WIRELESS SA VPN 11/24-12/23 9777602039	256-43200.434 PUMP STATION MAINTENANCE	122.90	8907	01/12/17
6130	12/23/16	VERIZON WIRELESS SA VPN 11/24-12/23 9777602039	256-43220.002 WEST ST PS COSTS	31.66	8907	01/12/17

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Report Total				70955.34		

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Account	Budget	Actual	Budget Balance	Actual % of Budget
210-31101.000 PROPERTY TAXES-CURRENT	2,482,765.00	1,383,244.04	1,099,520.96	55.71%
210-33546.000 STATE FOR VT PILOT & CURR	1,900.00	0.00	1,900.00	0.00%
210-33582.000 ESSEX TOWN CONTRIB. TO LI	15,000.00	0.00	15,000.00	0.00%
210-33582.001 TOWN STORMWATER PAYMENT	59,352.00	29,676.00	29,676.00	50.00%
210-33582.002 TOWN STREET DEPT PAYMENT	1,000,642.00	500,321.00	500,321.00	50.00%
210-34130.000 LICENSE AND ZONING FEE	50,000.00	30,717.00	19,283.00	61.43%
210-34131.000 WHITCOMB FARM SOLAR PILOT	5,400.00	0.00	5,400.00	0.00%
210-34221.000 MISCELLANEOUS FIRE RECEIP	20.00	0.00	20.00	0.00%
210-35130.000 STATE DISTRICT COURT FINE	500.00	1,064.00	-564.00	212.80%
210-36102.000 INTEREST EARNINGS	1,500.00	1,453.49	46.51	96.90%
210-36201.000 PARKING SPACE FEES	4,800.00	2,400.00	2,400.00	50.00%
210-36202.000 LINCOLN HALL RENTALS	1.00	0.00	1.00	0.00%
210-36400.000 BLOCK PARTY CONTRIBUTIONS	1,500.00	0.00	1,500.00	0.00%
210-36603.000 MISC. - UNCLASSIFIED RECE	2,000.00	950.19	1,049.81	47.51%
210-36605.000 MISCELLANEOUS STREET RECE	3,000.00	454.00	2,546.00	15.13%
210-36606.000 MISCELLANEOUS LIBRARY REC	400.00	307.40	92.60	76.85%
210-39154.000 SERVICE FEE - WATER	113,888.00	56,944.00	56,944.00	50.00%
210-39155.000 SERVICE FEE - WWTP	56,944.00	28,472.00	28,472.00	50.00%
210-39156.000 SERVICE FEE - SANITATION	113,888.00	56,944.00	56,944.00	50.00%
<b>210-395 UNBUDGETED REVENUE</b>				
210-39501.000 OTHER DONATIONS	4,575.00	526.00	4,049.00	11.50%
210-39508.000 DONATIONS TO LIBRARY	0.00	4,503.55	-4,503.55	100.00%
210-39508.001 BROWNELL LIBRARY GRANTS	0.00	142.50	-142.50	100.00%
210-39583.000 CARING FOR CANOPY GRANT	0.00	1,500.00	-1,500.00	100.00%
210-39590.001 ADULT REPLACEMENT RECEIPT	0.00	607.00	-607.00	100.00%
210-39590.002 JUVENILE REPLACEMENT RECE	0.00	479.00	-479.00	100.00%
<b>Total UNBUDGETED REVENUE</b>	<b>4,575.00</b>	<b>7,758.05</b>	<b>-3,183.05</b>	<b>169.57%</b>
<b>Total Revenues</b>	<b>3,918,075.00</b>	<b>2,100,705.17</b>	<b>1,817,369.83</b>	<b>53.62%</b>
<b>210-41 GENERAL GOVERNMENT</b>				
<b>210-413 GENERAL EXPENSES</b>				
<b>210-41320 ADMINISTRATION</b>				
<b>210-41320.1 ADMIN SALARIES</b>				
210-41320.110 SALARIES REGULAR	280,713.00	135,335.06	145,377.94	48.21%
210-41320.130 SALARIES OVERTIME	2,500.00	3,638.73	-1,138.73	145.55%
210-41320.140 SALARIES PART TIME	13,751.00	9,201.32	4,549.68	66.91%
210-41320.150 MANAGER CONTRACT	64,575.00	32,287.50	32,287.50	50.00%
<b>Total ADMIN SALARIES</b>	<b>361,539.00</b>	<b>180,462.61</b>	<b>181,076.39</b>	<b>49.92%</b>
<b>210-41320.2 ADMIN BENEFITS</b>				
210-41320.210 HEALTH INS & OTHER BENEFIT	70,751.00	33,141.08	37,609.92	46.84%
210-41320.220 SOCIAL SECURITY	23,333.00	12,357.83	10,975.17	52.96%
210-41320.226 WORKERS COMP INSURANCE	896.00	446.42	449.58	49.82%
210-41320.230 RETIREMENT	28,071.00	13,297.77	14,773.23	47.37%
210-41320.250 UNEMPLOYMENT INSURANCE	607.00	22.40	584.60	3.69%
210-41320.291 HEALTH IMPROV PROGRAMS	1,600.00	1,063.01	536.99	66.44%

## GENERAL FUND

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>Total ADMIN BENEFITS</b>	<b>129,298.00</b>	<b>60,328.51</b>	<b>64,929.49</b>	<b>48.16%</b>
210-41320.310 BOARD MEMBER FEES	2,500.00	1,250.00	1,250.00	50.00%
210-41320.320 LEGAL SERVICES	15,000.00	4,669.50	10,330.50	31.13%
210-41320.330 OTHER PROFESSIONAL SERVIC	1,000.00	0.00	1,000.00	0.00%
210-41320.335 AUDIT	7,059.00	4,725.73	2,333.27	66.95%
210-41320.340 COMPUTER EXPENSES	13,000.00	3,251.98	9,748.02	25.02%
210-41320.442 LEASED SERVICES	4,800.00	2,392.48	2,407.52	49.84%
210-41320.500 TRAINING, CONFERENCES, DU	13,734.00	3,608.68	10,125.32	26.28%
210-41320.521 LIABILITY & PROPERTY INS.	8,619.00	4,463.85	4,155.15	51.79%
210-41320.522 PUBLIC OFFICIALS LIABILIT	6,386.00	3,158.25	3,227.75	49.46%
210-41320.530 COMMUNICATIONS	16,806.00	10,022.11	6,783.89	59.63%
210-41320.535 TELEPHONE SERVICES	1,980.00	850.39	1,129.61	42.95%
210-41320.536 POSTAGE	4,000.00	2,828.03	1,171.97	70.70%
210-41320.550 PRINTING AND ADVERTISING	5,500.00	1,371.00	4,129.00	24.93%
210-41320.560 TRUSTEES EXPENDITURES	4,000.00	1,828.76	2,171.24	45.72%
210-41320.571 PAY & CLASSIFICATION STUD	200.00	0.00	200.00	0.00%
210-41320.580 TRAVEL	0.00	86.72	-86.72	100.00%
210-41320.610 SUPPLIES	6,000.00	2,473.28	3,526.72	41.22%
210-41320.820 ELECTIONS	1,500.00	1,323.40	176.60	88.23%
210-41320.835 HOLIDAY EXPENSE	1,250.00	360.60	889.40	28.85%
210-41320.891 CAPITAL OUTLAY	3,000.00	0.00	3,000.00	0.00%
<b>Total ADMINISTRATION</b>	<b>603,131.00</b>	<b>289,455.88</b>	<b>313,675.12</b>	<b>47.99%</b>
<b>210-41335 ECONOMIC DEVELOPMENT</b>				
<b>210-41335.1 ECON DEV SALARIES</b>				
210-41335.110 SALARIES REGULAR	29,532.00	13,984.47	15,547.53	47.35%
210-41335.140 SALARIES PART TIME	5,850.00	3,750.00	2,100.00	64.10%
<b>Total ECON DEV SALARIES</b>	<b>35,382.00</b>	<b>17,734.47</b>	<b>17,647.53</b>	<b>50.12%</b>
<b>210-41335.2 ECON DEV BENEFITS</b>				
210-41335.210 HEALTH INS & OTHER BENEFIT	17,688.00	8,081.55	9,606.45	45.69%
210-41335.220 SOCIAL SECURITY	2,733.00	1,097.65	1,635.35	40.16%
210-41335.226 WORKERS COMP INSURANCE	107.00	52.87	54.13	49.41%
210-41335.230 RETIREMENT	2,953.00	1,398.65	1,554.35	47.36%
210-41335.250 UNEMPLOYMENT INSURANCE	170.00	16.25	153.75	9.56%
<b>Total ECON DEV BENEFITS</b>	<b>23,651.00</b>	<b>10,646.97</b>	<b>13,004.03</b>	<b>45.02%</b>
210-41335.521 LIABILITY & PROPERTY INS.	188.00	175.24	12.76	93.21%
210-41335.810 COMMUNITY EVENTS & PROGRA	4,000.00	2,576.33	1,423.67	64.41%
210-41335.811 ANNUAL SUPPORT OF ORGNIZA	9,300.00	7,590.00	1,710.00	81.61%
210-41335.812 NEW PROGRAMS	2,500.00	0.00	2,500.00	0.00%
210-41335.813 MATCHING GRANT FUNDS	10,000.00	1,500.00	8,500.00	15.00%
210-41335.835 BLOCK PARTY EXPENSE	7,000.00	7,663.86	-663.86	109.48%
<b>Total ECONOMIC DEVELOPMENT</b>	<b>92,021.00</b>	<b>47,886.87</b>	<b>44,134.13</b>	<b>52.04%</b>

## GENERAL FUND

Account	Budget	Actual	Budget Balance % of Budget	Actual
<b>Total GENERAL EXPENSES</b>	<b>695,192.00</b>	<b>337,342.75</b>	<b>387,809.25</b>	<b>48.53%</b>
<b>210-41940 LINCOLN HALL</b>				
210-41940.410 WATER AND SEWER CHARGE	1,000.00	555.08	444.92	55.51%
210-41940.423 CONTRACT SERVICES	9,565.00	4,956.60	4,608.40	51.82%
210-41940.434 MAINT. BUILDINGS/GROUNDS	9,000.00	4,761.57	4,238.43	52.91%
210-41940.521 LIABILITY & PROPERTY INS.	7,125.00	3,028.75	4,096.25	42.51%
210-41940.535 TELEPHONE SERVICES	460.00	196.24	263.76	42.66%
210-41940.550 PRINTING	300.00	0.00	300.00	0.00%
210-41940.565 RUBBISH REMOVAL	2,000.00	778.60	1,221.40	38.93%
210-41940.610 SUPPLIES	2,500.00	2,318.39	181.61	92.74%
210-41940.622 ELECTRICAL SERVICE	7,500.00	3,415.60	4,084.40	45.54%
210-41940.623 HEATING/NATURAL GAS	6,400.00	674.74	5,725.26	10.54%
210-41940.891 CAPITAL OUTLAY	3,300.00	3,058.80	241.20	92.69%
<b>Total LINCOLN HALL</b>	<b>49,150.00</b>	<b>23,744.37</b>	<b>25,405.63</b>	<b>48.31%</b>
<b>210-41970 COMMUNITY DEVELOPMENT</b>				
<b>210-41970.1 COM DEV SALARIES</b>				
210-41970.110 SALARIES REGULAR	138,199.00	66,507.50	71,691.50	48.12%
<b>Total COM DEV SALARIES</b>	<b>138,199.00</b>	<b>66,507.50</b>	<b>71,691.50</b>	<b>48.12%</b>
<b>210-41970.2 COM DEV BENEFITS</b>				
210-41970.210 HEALTH INS & OTHER BENEFIT	35,375.00	15,463.13	19,911.87	43.71%
210-41970.220 SOCIAL SECURITY	10,894.00	5,281.34	5,612.66	48.48%
210-41970.226 WORKERS COMP INSURANCE	418.00	201.53	216.47	48.21%
210-41970.230 RETIREMENT	13,820.00	6,560.66	7,259.34	47.47%
210-41970.250 UNEMPLOYMENT INSURANCE	252.00	0.00	252.00	0.00%
<b>Total COM DEV BENEFITS</b>	<b>60,759.00</b>	<b>27,506.66</b>	<b>33,252.34</b>	<b>45.27%</b>
210-41970.310 BOARD MEMBER FEES	3,600.00	1,625.00	1,975.00	45.14%
210-41970.320 LEGAL SERVICES	12,000.00	363.00	11,637.00	3.03%
210-41970.330 OTHER PROFESSIONAL SVCS	6,000.00	0.00	6,000.00	0.00%
210-41970.340 COMPUTER EXPENSES	4,000.00	1,174.80	2,825.20	29.37%
210-41970.500 TRAINING,CONF,DUES	3,500.00	590.00	2,910.00	16.86%
210-41970.521 LIABILITY & PROPERTY INS.	3,124.00	1,700.29	1,423.71	54.43%
210-41970.522 PUBLIC OFFICIALS LIABILIT	6,386.00	3,158.25	3,227.75	49.46%
210-41970.530 COMMUNICATIONS	2,500.00	376.75	2,123.25	15.07%
210-41970.535 TELEPHONE SERVICES	1,644.00	707.99	936.01	43.07%
210-41970.536 POSTAGE	600.00	164.65	435.35	27.44%
210-41970.550 PRINTING AND ADVERTISING	3,000.00	529.04	2,470.96	17.63%
210-41970.580 TRAVEL	2,400.00	1,216.96	1,183.04	50.71%
210-41970.610 SUPPLIES	2,000.00	720.08	1,279.92	36.00%
210-41970.891 CAPITAL OUTLAY	1,500.00	0.00	1,500.00	0.00%
<b>Total COMMUNITY DEVELOPMENT</b>	<b>251,212.00</b>	<b>106,340.97</b>	<b>144,871.03</b>	<b>42.33%</b>
<b>Total GENERAL GOVERNMENT</b>	<b>995,514.00</b>	<b>467,428.09</b>	<b>528,085.91</b>	<b>46.95%</b>

Account	Budget	Actual	Budget Balance %	Actual % of Budget
<b>210-42220 FIRE DEPARTMENT</b>				
<b>210-42220.1 FIRE SALARIES</b>				
210-42220.140 SALARIES - FIREFIGHTERS	150,000.00	75,662.51	74,337.49	50.44%
<b>Total FIRE SALARIES</b>	<b>150,000.00</b>	<b>75,662.51</b>	<b>74,337.49</b>	<b>50.44%</b>
<b>210-42220.2 FIRE BENEFITS</b>				
210-42220.200 EMPLOYEE ASSISTANCE PROGR	864.00	432.00	432.00	50.00%
210-42220.210 ACCIDENT & DISABILITY INS	3,600.00	3,320.00	280.00	92.22%
210-42220.220 SOCIAL SECURITY	11,511.00	5,585.89	5,925.11	48.53%
210-42220.226 WORKERS COMP INSURANCE	27,000.00	13,120.39	13,879.61	48.59%
<b>Total FIRE BENEFITS</b>	<b>42,975.00</b>	<b>22,458.28</b>	<b>20,516.72</b>	<b>52.26%</b>
210-42220.410 WATER AND SEWER CHARGE	600.00	289.58	310.42	48.26%
210-42220.432 VEHICLE MAINTENANCE	14,000.00	16,231.07	-2,231.07	115.94%
210-42220.434 MAINT. BUILDINGS/GROUNDS	6,000.00	9,441.73	-3,441.73	157.36%
210-42220.443 RADIO MAINTENANCE	2,000.00	152.75	1,847.25	7.64%
210-42220.500 TRAINING, CONFERENCES, DU	5,000.00	1,617.70	3,382.30	32.35%
210-42220.521 LIABILITY & PROPERTY INS.	8,767.00	4,130.85	4,636.15	47.12%
210-42220.535 TELEPHONE SERVICES	3,400.00	1,392.29	2,007.71	40.95%
210-42220.566 PHYSICAL EXAMS	6,000.00	2,025.00	3,975.00	33.75%
210-42220.570 MAINTENANCE OTHER	14,500.00	7,728.82	6,771.18	53.30%
210-42220.578 EMERGENCY GENERATOR MAINT	500.00	739.14	-239.14	147.83%
210-42220.610 SUPPLIES	2,400.00	1,232.03	1,167.97	51.33%
210-42220.611 NEW EQUIPMENT-RADIOS	2,000.00	0.00	2,000.00	0.00%
210-42220.612 UNIFORMS,BOOTS,ETC	21,000.00	4,376.34	16,623.66	20.84%
210-42220.615 EMS SUPPLIES	1,000.00	0.00	1,000.00	0.00%
210-42220.622 ELECTRICAL SERVICE	7,000.00	3,415.60	3,584.40	48.79%
210-42220.623 HEATING/NATURAL GAS	5,200.00	433.43	4,766.57	8.34%
210-42220.626 GAS,GREASE AND OIL	6,500.00	1,584.90	4,915.10	24.38%
210-42220.838 FIRE PREVENTION	2,000.00	1,930.63	69.37	96.53%
210-42220.889 ROUTINE EQUIPMENT PURCHAS	14,500.00	9,942.47	4,557.53	68.57%
<b>Total FIRE DEPARTMENT</b>	<b>315,342.00</b>	<b>164,785.12</b>	<b>150,556.88</b>	<b>52.26%</b>
<b>210-431 STREET DEPARTMENT</b>				
<b>210-43110 STREET GENERAL</b>				
<b>210-43110.1 STREET GENERAL SALARIES</b>				
210-43110.110 SALARIES REGULAR	156,245.00	72,883.11	83,361.89	46.65%
210-43110.130 SALARIES OVERTIME	16,300.00	6,161.03	10,138.97	37.80%
210-43110.140 SALARIES PART TIME	17,000.00	10,542.85	6,457.15	62.02%
<b>Total STREET GENERAL SALARIES</b>	<b>189,545.00</b>	<b>89,586.99</b>	<b>99,958.01</b>	<b>47.26%</b>
<b>210-43110.2 STREET GENERAL BENEFITS</b>				
210-43110.210 HEALTH INS & OTHER BENEFIT	65,445.00	27,134.43	38,310.57	41.46%
210-43110.220 SOCIAL SECURITY	14,956.00	6,962.31	7,993.69	46.55%
210-43110.226 WORKERS COMP INSURANCE	12,654.00	5,583.39	7,070.61	44.12%

## GENERAL FUND

Account	Budget	Actual	Budget Balance	Actual % of Budget
210-43110.230 RETIREMENT	15,625.00	7,522.02	8,102.98	48.14%
210-43110.250 UNEMPLOYMENT INSURANCE	631.00	31.68	599.32	5.02%
<b>Total STREET GENERAL BENEFITS</b>	<b>109,311.00</b>	<b>47,233.83</b>	<b>62,077.17</b>	<b>43.21%</b>
210-43110.410 WATER AND SEWER CHARGE	1,517.00	1,179.32	337.68	77.74%
210-43110.432 VEHICLE MAINTENANCE	22,000.00	8,098.14	13,901.86	36.81%
210-43110.434 MAINT. BUILDINGS/GROUNDS	2,500.00	1,267.01	1,232.99	50.68%
210-43110.441 RIGHT OF WAY AGREEMENTS	11,343.00	9,064.82	2,278.18	79.92%
210-43110.442 EQUIPMENT RENTALS	8,000.00	1,580.09	6,419.91	19.75%
210-43110.443 RADIO MAINTENANCE	200.00	65.95	134.05	32.98%
210-43110.500 TRAINING, CONFERENCES, DU	500.00	94.99	405.01	19.00%
210-43110.521 LIABILITY & PROPERTY INS.	16,878.00	7,685.27	9,192.73	45.53%
210-43110.535 TELEPHONE SERVICES	3,000.00	1,613.20	1,386.80	53.77%
210-43110.565 RUBBISH REMOVAL	6,500.00	2,897.80	3,602.20	44.58%
210-43110.570 MAINTENANCE OTHER	1,200.00	6,116.32	-4,916.32	509.69%
210-43110.572 INTERVIEW COSTS	500.00	0.00	500.00	0.00%
210-43110.573 ACCIDENT CLAIMS	500.00	0.00	500.00	0.00%
210-43110.576 ENGINEERING SERVICES	10,000.00	8,484.61	1,515.39	84.85%
210-43110.582 TRAFFIC CALMING	500.00	0.00	500.00	0.00%
210-43110.610 SUPPLIES	17,500.00	12,124.98	5,375.02	69.29%
210-43110.612 UNIFORMS,BOOTS,ETC	6,000.00	2,087.34	3,912.66	34.79%
210-43110.616 GRAVEL,TOPSOIL	5,000.00	205.08	4,794.92	4.10%
210-43110.617 SIGNS AND POSTS	3,500.00	1,024.35	2,475.65	29.27%
210-43110.622 ELECTRICAL SERVICE	4,200.00	1,473.89	2,726.11	35.09%
210-43110.623 HEATING/NATURAL GAS	4,000.00	402.17	3,597.83	10.05%
210-43110.626 GAS,GREASE AND OIL	30,000.00	7,099.18	22,900.82	23.66%
210-43110.891 CAPITAL OUTLAY	9,000.00	0.00	9,000.00	0.00%
<b>Total STREET GENERAL</b>	<b>463,194.00</b>	<b>209,385.33</b>	<b>253,808.67</b>	<b>45.20%</b>
<b>210-43120 STREET-PAVEMENT MAINT</b>				
210-43120.444 STREET MARKINGS	7,000.00	4,653.62	2,346.38	66.48%
210-43120.570 SIDEWALK AND CURB MAINTEN	5,000.00	1,296.00	3,704.00	25.92%
210-43120.610 PAVEMENT MAINTENANCE	218,000.00	160,168.51	57,831.49	73.47%
<b>Total STREET-PAVEMENT MAINT</b>	<b>230,000.00</b>	<b>166,118.13</b>	<b>63,881.87</b>	<b>72.23%</b>
<b>210-43123 STREETS - TRAFFIC LIGHTS</b>				
210-43123.570 TRAFFIC LIGHTS MAINTENANC	2,000.00	233.42	1,766.58	11.67%
210-43123.622 TRAFFIC LIGHTS - ELECTRIC	6,000.00	2,439.29	3,560.71	40.65%
<b>Total STREETS - TRAFFIC LIGHTS</b>	<b>8,000.00</b>	<b>2,672.71</b>	<b>5,327.29</b>	<b>33.41%</b>
<b>210-43125 WINTER MAINTENANCE</b>				
210-43125.570 CONTRACT SERVICES	17,000.00	2,500.00	14,500.00	14.71%
210-43125.610 WINTER MAINTENANCE	110,000.00	7,166.17	102,833.83	6.51%
<b>Total WINTER MAINTENANCE</b>	<b>127,000.00</b>	<b>9,666.17</b>	<b>117,333.83</b>	<b>7.61%</b>

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>210-43151 STREET - STORMWATER</b>				
<b>210-43151.1 STREET-STORMWATER SALARIE</b>				
210-43151.110 SALARIES - REGULAR	40,766.00	19,139.68	21,626.32	46.95%
<b>Total STREET-STORMWATER SALARIE</b>	<b>40,766.00</b>	<b>19,139.68</b>	<b>21,626.32</b>	<b>46.95%</b>
<b>210-43151.2 STREET-STORMWATER BENEFIT</b>				
210-43151.210 HEALTH INS & OTHER BENEFIT	9,374.00	4,097.71	5,276.29	43.71%
210-43151.220 SOCIAL SECURITY	3,119.00	1,464.31	1,654.69	46.95%
210-43151.226 WORKERS COMP INSURANCE	1,940.00	930.36	1,009.64	47.96%
210-43151.230 RETIREMENT	4,077.00	2,003.56	2,073.44	49.14%
210-43151.250 UNEMPLOYMENT INSURANCE	76.00	0.00	76.00	0.00%
<b>Total STREET-STORMWATER BENEFIT</b>	<b>18,586.00</b>	<b>8,495.94</b>	<b>10,090.06</b>	<b>45.71%</b>
210-43151.430 STORM SEWER MAINTENANCE	15,000.00	1,720.04	13,279.96	11.47%
<b>Total STREET - STORMWATER</b>	<b>74,352.00</b>	<b>29,355.66</b>	<b>44,996.34</b>	<b>39.48%</b>
<b>210-43160 STREET STREET LIGHTS</b>				
210-43160.610 STREET LIGHTS SUPPLIES/MA	3,500.00	11,526.00	-8,026.00	329.31%
210-43160.622 STREET LIGHTS - ELECTRICI	131,948.00	53,279.30	78,668.70	40.38%
<b>Total STREET STREET LIGHTS</b>	<b>135,448.00</b>	<b>64,805.30</b>	<b>70,642.70</b>	<b>47.85%</b>
<b>210-43161 STREETS - CONSERVATION</b>				
210-43161.000 STREETScape MAINT./IMP	16,000.00	2,330.00	13,670.00	14.56%
210-43161.001 VILLAGE GARDEN SPOTS	3,000.00	135.96	2,864.04	4.53%
210-43161.002 MEMORIAL PARK	3,000.00	420.31	2,579.69	14.01%
<b>Total STREETS - CONSERVATION</b>	<b>22,000.00</b>	<b>2,886.27</b>	<b>19,113.73</b>	<b>13.12%</b>
<b>Total STREET DEPARTMENT</b>	<b>1,059,994.00</b>	<b>484,889.57</b>	<b>575,104.43</b>	<b>45.74%</b>
<b>210-453 SENIOR SUPPORT</b>				
210-45300.535 TELEPHONE SERVICES	0.00	38.35	-38.35	100.00%
<b>Total SENIOR SUPPORT</b>	<b>0.00</b>	<b>38.35</b>	<b>-38.35</b>	<b>100.00%</b>
<b>210-45551 BROWNELL LIBRARY</b>				
<b>210-45551.1 LIBRARY SALARIES</b>				
210-45551.110 SALARIES REGULAR	314,229.00	147,868.73	166,360.27	47.06%
210-45551.140 SALARIES PART TIME	106,800.00	47,663.64	59,136.36	44.63%
<b>Total LIBRARY SALARIES</b>	<b>421,029.00</b>	<b>195,532.37</b>	<b>225,496.63</b>	<b>46.44%</b>
<b>210-45551.2 LIBRARY BENEFITS</b>				
210-45551.210 HEALTH INS & OTHER BENEFIT	106,126.00	45,767.23	60,358.77	43.13%
210-45551.220 SOCIAL SECURITY	32,695.00	14,946.09	17,748.91	45.71%
210-45551.226 WORKERS COMP INSURANCE	1,274.00	587.44	686.56	46.11%

Account	Budget	Actual	Budget Balance	Actual % of Budget
210-45551.230 RETIREMENT	31,423.00	13,641.66	17,781.34	43.41%
210-45551.250 UNEMPLOYMENT INSURANCE	1,324.00	101.78	1,222.22	7.69%
<b>Total LIBRARY BENEFITS</b>	<b>172,842.00</b>	<b>75,044.20</b>	<b>97,797.80</b>	<b>43.42%</b>
210-45551.340 COMPUTER EXPENSES	3,500.00	509.61	2,990.39	14.56%
210-45551.410 WATER AND SEWER CHARGE	900.00	368.06	531.94	40.90%
210-45551.423 CONTRACT SERVICES	28,425.00	14,846.25	13,578.75	52.23%
210-45551.434 MAINT. BUILDINGS/GROUNDS	19,000.00	4,677.33	14,322.67	24.62%
210-45551.436 ALARM SYSTEM MAINTENANCE	525.00	269.51	255.49	51.34%
210-45551.500 TRAINING, CONFERENCES, DU	3,000.00	528.22	2,471.78	17.61%
210-45551.521 LIABILITY & PROPERTY INS.	12,375.00	6,394.74	5,980.26	51.67%
210-45551.530 TECHNOLOGY ACCESS	5,500.00	4,414.10	1,085.90	80.26%
210-45551.535 TELEPHONE SERVICES	1,200.00	559.28	640.72	46.61%
210-45551.536 POSTAGE/DELIVERY	3,500.00	697.34	2,802.66	19.92%
210-45551.572 INTERVIEW COSTS	500.00	288.00	212.00	57.60%
210-45551.574 VOLUNTEER EXPENSES	600.00	90.00	510.00	15.00%
210-45551.610 SUPPLIES	13,000.00	7,383.22	5,616.78	56.79%
210-45551.622 ELECTRICAL SERVICE	15,250.00	6,967.42	8,282.58	45.69%
210-45551.623 HEATING/NATURAL GAS	7,400.00	838.31	6,561.69	11.33%
210-45551.640 ADULT COLLECTION-PRINT &	34,500.00	20,464.31	14,035.69	59.32%
210-45551.641 JUVEN COLLECTION-PRNT & E	17,250.00	8,043.15	9,206.85	46.63%
210-45551.677 COMPUTER REPLACEMENT	8,000.00	0.00	8,000.00	0.00%
210-45551.836 ADULT PROGRAMS	500.00	55.76	444.24	11.15%
210-45551.837 CHILDRENS PROGRAMS	3,200.00	1,073.81	2,126.19	33.56%
210-45551.891 CAPITAL OUTLAY	4,400.00	6,534.20	-2,134.20	148.50%
<b>Total BROWNELL LIBRARY</b>	<b>776,396.00</b>	<b>355,579.19</b>	<b>420,816.81</b>	<b>45.80%</b>
<b>210-47 DEBT SERVICE</b>				
210-47116.000 CAPITAL IMP PRINCIPAL	141,900.00	141,900.00	0.00	100.00%
210-47216.000 CAPITAL IMP - INTEREST	80,344.00	40,496.05	39,847.95	50.40%
<b>Total DEBT SERVICE</b>	<b>222,244.00</b>	<b>182,396.05</b>	<b>39,847.95</b>	<b>82.07%</b>
<b>210-491 CAPITAL/MISC TRANSFERS</b>				
210-49100.030 CAP RESRV FND CONT - BEG	274,961.00	137,480.50	137,480.50	50.00%
210-49100.031 ROLLING STOCK FUND CONTRI	203,624.00	101,812.00	101,812.00	50.00%
210-49100.040 TRANS FOR BUILDING MAINT	50,000.00	12,500.00	37,500.00	25.00%
210-49100.802 EMP TERM BENEFITS TRANSFE	5,000.00	2,500.00	2,500.00	50.00%
210-49101.031 HALF PENNY FOR LDR TRUCK	50,000.00	25,000.00	25,000.00	50.00%
<b>Total CAPITAL/MISC TRANSFERS</b>	<b>583,585.00</b>	<b>279,292.50</b>	<b>304,292.50</b>	<b>47.86%</b>
<b>210-493 GRANT AND OTHER UNBUDGETE</b>				
<b>210-4930 TERMINATION BENEFITS FROM</b>				
<b>Total TERMINATION BENEFITS FROM</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>210-4934 GRANT EXPENDITURES</b>				

Account	Budget	Actual	Budget Balance	Actual % of Budget
210-49340.000 MISC GRANT EXPENDITURES	0.00	2,217.87	-2,217.87	100.00%
210-49340.006 LIBRARY GRANT EXPENDITURE	0.00	147.50	-147.50	100.00%
210-49340.008 STATE GRANT EXPENDITURES	0.00	1,500.00	-1,500.00	100.00%
<b>210-49345 DONATION EXPENDITURES</b>				
210-49345.000 LIBRARY DONATION EXPENDIT	0.00	2,899.98	-2,899.98	100.00%
<b>Total DONATION EXPENDITURES</b>	<b>0.00</b>	<b>2,899.98</b>	<b>-2,899.98</b>	<b>100.00%</b>
<b>210-49346 LIBRARY REPLACEMENT EXPEN</b>				
210-49346.001 ADULT COLLECTION-PRINT &	0.00	52.69	-52.69	100.00%
<b>Total LIBRARY REPLACEMENT EXPEN</b>	<b>0.00</b>	<b>52.69</b>	<b>-52.69</b>	<b>100.00%</b>
<b>Total GRANT EXPENDITURES</b>	<b>0.00</b>	<b>6,818.04</b>	<b>-6,818.04</b>	<b>100.00%</b>
<b>Total GRANT AND OTHER UNBUDGETE</b>	<b>0.00</b>	<b>6,818.04</b>	<b>-6,818.04</b>	<b>100.00%</b>
<b>Total Expenditures</b>	<b>3,953,075.00</b>	<b>1,941,226.91</b>	<b>2,011,848.09</b>	<b>49.11%</b>
<b>Total GENERAL FUND</b>	<b>-35,000.00</b>	<b>159,478.26</b>	<b>-194,478.26</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total MEMORIAL PARK FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
222-39110.000 GENERAL FUND TRANS IN	0.00	12,500.00	-12,500.00	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>12,500.00</b>	<b>-12,500.00</b>	<b>100.00%</b>
222-46802.001 LINCOLN HALL MAINT	0.00	4,350.61	-4,350.61	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>4,350.61</b>	<b>-4,350.61</b>	<b>100.00%</b>
<b>Total BUILDING MAINT FUND</b>	<b>0.00</b>	<b>8,149.39</b>	<b>-8,149.39</b>	
223-31101.000 PENNY TAX	0.00	54,284.53	-54,284.53	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>54,284.53</b>	<b>-54,284.53</b>	<b>100.00%</b>
<b>Total TRUSTEE CAP IMP PROJECTS</b>	<b>0.00</b>	<b>54,284.53</b>	<b>-54,284.53</b>	
225-34700.000 SR CTR MEMBERSHIPS	0.00	2,316.00	-2,316.00	100.00%
225-34701.000 SR CTR FUND RAISING REV	0.00	3,123.80	-3,123.80	100.00%
225-34702.000 SR CTR ACTIVITY FEES	0.00	5,534.50	-5,534.50	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
225-34703.000 SR CTR AFTER HR FEES	0.00	875.00	-875.00	100.00%
225-36400.000 SR CTR DONATIONS	0.00	1,170.97	-1,170.97	100.00%
225-36603.000 MISCELLANEOUS REV	0.00	91.00	-91.00	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>13,111.27</b>	<b>-13,111.27</b>	<b>100.00%</b>
225-45122.330 OTHER PROF SERVICES	0.00	560.00	-560.00	100.00%
225-45122.430 REPAIRS & MAINTENANCE	0.00	2,324.29	-2,324.29	100.00%
225-45122.610 OPERATIONAL SUPP/EXP	0.00	1,671.69	-1,671.69	100.00%
225-45122.612 FUND RAISER EXPENSES	0.00	450.80	-450.80	100.00%
225-45122.614 PROGRAM EXPENSES	0.00	666.15	-666.15	100.00%
225-45122.810 TRIP EXPENSES	0.00	5,956.99	-5,956.99	100.00%
225-45122.812 MEAL SITE EXPENSES	0.00	996.18	-996.18	100.00%
225-49340.801 HOEHL DONATION EXP	0.00	990.76	-990.76	100.00%
225-49340.802 HOEHL GRANT EXP	0.00	899.56	-899.56	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>14,516.42</b>	<b>-14,516.42</b>	<b>100.00%</b>
<b>Total SENIOR CENTER FUND</b>	<b>0.00</b>	<b>-1,405.15</b>	<b>1,405.15</b>	
<b>230-331 GRANT REVENUE</b>				
230-33120.000 CRES CNCTR GRANT STP 5300	0.00	38,896.34	-38,896.34	100.00%
230-33121.000 MU SAFETY PATH SDWK(17)	0.00	55,510.10	-55,510.10	100.00%
230-33122.000 MU SAFETY PATH TAP TA13(6	0.00	105,375.20	-105,375.20	100.00%
230-33123.000 PEARL MISS LNK EJ STP 530	0.00	11,888.88	-11,888.88	100.00%
230-33124.000 MAIN SDWK STUDY CA0417	0.00	6,797.54	-6,797.54	100.00%
230-33125.000 So. Summit VTrans PO1708	0.00	74,833.01	-74,833.01	100.00%
<b>Total GRANT REVENUE</b>	<b>0.00</b>	<b>293,301.07</b>	<b>-293,301.07</b>	<b>100.00%</b>
<b>230-341 CONTRIBUTIONS</b>				
<b>Total CONTRIBUTIONS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>230-361 INTEREST EARNINGS</b>				
<b>Total INTEREST EARNINGS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>230-391 GENERAL FUND TRANSFER IN</b>				
230-39110.000 CONTRIB FROM GENERAL FUND	0.00	137,480.50	-137,480.50	100.00%
<b>Total GENERAL FUND TRANSFER IN</b>	<b>0.00</b>	<b>137,480.50</b>	<b>-137,480.50</b>	<b>100.00%</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>430,781.57</b>	<b>-430,781.57</b>	<b>100.00%</b>
230-46801.006 MULTI-USE PATH NORTH	0.00	413,646.51	-413,646.51	100.00%
230-46801.007 PEARL ST. LINKING SIDEWAL	0.00	7,399.28	-7,399.28	100.00%
230-46801.008 CRESCENT CONNECTOR	0.00	76,528.48	-76,528.48	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
230-46801.013 BROWNELL CARPET	0.00	12,018.51	-12,018.51	100.00%
230-46801.014 So. Summit Paving	0.00	74,833.01	-74,833.01	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>86,851.52</b>	<b>-86,851.52</b>	<b>100.00%</b>
<b>Total GEN FUND CAP RESERVE</b>	<b>0.00</b>	<b>-153,644.22</b>	<b>153,644.22</b>	
231-39110.000 CONTRIB FROM GENERAL FUND	0.00	126,812.00	-126,812.00	100.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>126,812.00</b>	<b>-126,812.00</b>	<b>100.00%</b>
231-43131.161 4WD PICKUP - TRK #3	0.00	12,583.30	-12,583.30	100.00%
231-47117.000 FIRE TRUCK LOAN PRINCIPAL	0.00	50,000.00	-50,000.00	100.00%
231-47217.000 INTEREST EXPENSE	0.00	1,562.74	-1,562.74	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>64,146.04</b>	<b>-64,146.04</b>	<b>100.00%</b>
<b>Total ROLLING STOCK FUND</b>	<b>0.00</b>	<b>62,668.96</b>	<b>-62,668.96</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total LAND ACQUISITION FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>253-468 CAPITAL PROJECTS</b>				
253-46801.002 MAIN ST. DRAINAGE-BRDG TO	0.00	19,994.85	-19,994.85	100.00%
253-46801.003 HILLCREST DRNG/N HILLCRST	0.00	322.60	-322.60	100.00%
253-46801.005 BRIAR LANE RD/SDWK/WTR LI	0.00	393,869.23	-393,869.23	100.00%
<b>Total CAPITAL PROJECTS</b>	<b>0.00</b>	<b>414,186.68</b>	<b>-414,186.68</b>	<b>100.00%</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>414,186.68</b>	<b>-414,186.68</b>	<b>100.00%</b>
<b>Total BOND FUND</b>	<b>0.00</b>	<b>-414,186.68</b>	<b>414,186.68</b>	
<b>254-3 REVENUE</b>				
<b>254-34 OPERATING REVENUE</b>				
<b>254-348 USER CHARGES</b>				
254-34801.000 SALE OF WATER-RESIDENTIAL	846,258.00	457,867.58	388,390.42	54.10%
254-34811.000 WATER BILLING PENALTIES	4,000.00	2,314.99	1,685.01	57.87%
254-34812.000 WATER SALES - LARGE USERS	107,492.00	44,787.53	62,704.47	41.67%
254-34813.000 WATER RECONNECT FEES	0.00	462.50	-462.50	100.00%
254-34821.000 HOOK ON FEES	15,000.00	4,850.00	10,150.00	32.33%
<b>Total USER CHARGES</b>	<b>972,750.00</b>	<b>910,282.60</b>	<b>462,467.40</b>	<b>52.46%</b>

WATER FUND

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>254-349 GF PASS THROUGH REVENUES</b>				
254-34900.000 SALE OF WATER-GF	2,767,603.00	1,073,846.65	1,693,756.35	38.80%
254-34902.000 SALE OF WATER - GF VT TA	68,255.00	26,345.60	41,909.40	38.60%
<b>Total GF PASS THROUGH REVENUES</b>	<b>2,835,858.00</b>	<b>1,100,192.25</b>	<b>1,735,665.75</b>	<b>38.80%</b>
<b>Total OPERATING REVENUE</b>	<b>3,808,608.00</b>	<b>1,610,474.85</b>	<b>2,198,133.15</b>	<b>42.29%</b>
<b>254-390 NON OPERATING REVENUE</b>				
254-39000.001 CURRENT YR CONTRIBUTION I	0.00	70,000.00	-70,000.00	100.00%
<b>Total NON OPERATING REVENUE</b>	<b>0.00</b>	<b>70,000.00</b>	<b>-70,000.00</b>	<b>100.00%</b>
<b>Total REVENUE</b>	<b>3,808,608.00</b>	<b>1,680,474.85</b>	<b>2,128,133.15</b>	<b>44.12%</b>
<b>Total Revenues</b>	<b>3,808,608.00</b>	<b>1,680,474.85</b>	<b>2,128,133.15</b>	<b>44.12%</b>
<b>254-43 EXPENSES</b>				
<b>254-432 OPERATING EXPENSES</b>				
<b>254-4320 GENERAL EXPENSES</b>				
<b>254-43200.1 WATER FUND SALARIES</b>				
254-43200.110 SALARIES REGULAR	105,379.00	33,210.43	72,168.57	31.52%
254-43200.130 SALARIES OVERTIME	14,000.00	4,375.64	9,624.36	31.25%
254-43200.140 SALARIES PART TIME	5,166.00	1,202.28	3,963.72	23.27%
<b>Total WATER FUND SALARIES</b>	<b>124,545.00</b>	<b>38,788.35</b>	<b>85,756.65</b>	<b>31.14%</b>
<b>254-43200.2 WATER FUND BENEFITS</b>				
254-43200.210 HEALTH INS & OTHER BENEFIT	40,682.00	13,723.51	26,958.49	33.73%
254-43200.220 SOCIAL SECURITY	9,658.00	2,981.30	6,676.70	30.87%
254-43200.226 WORKERS COMP INSURANCE	5,528.00	2,054.06	3,473.94	37.16%
254-43200.230 RETIREMENT	10,538.00	3,320.06	7,217.94	31.51%
254-43200.250 UNEMPLOYMENT INSURANCE	353.00	5.90	347.10	1.67%
<b>Total WATER FUND BENEFITS</b>	<b>66,759.00</b>	<b>22,084.83</b>	<b>44,674.17</b>	<b>33.08%</b>
254-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	1,037.50	-37.50	103.75%
254-43200.335 AUDIT	4,217.00	2,823.16	1,393.84	66.95%
254-43200.340 COMPUTER EXPENSES	2,100.00	1,105.21	994.79	52.63%
254-43200.410 WATER AND SEWER CHARGE	400.00	46.89	353.11	11.72%
254-43200.411 CWD WATER PURCHASE	460,300.00	207,636.22	252,663.78	45.11%
254-43200.412 STATE WATER TAX	11,352.00	5,094.12	6,257.88	44.87%
254-43200.430 WATER LINES MAINT-BREAKS	16,000.00	19,799.39	-3,799.39	123.75%
254-43200.441 RIGHT OF WAY AGREEMENTS	142.00	0.00	142.00	0.00%
254-43200.491 CONTRACTUAL SERVICES	113,888.00	56,944.00	56,944.00	50.00%
254-43200.500 TRAINING, CONFERENCES, DU	2,000.00	475.00	1,525.00	23.75%
254-43200.521 LIABILITY & PROPERTY INS.	3,347.00	1,758.30	1,588.70	52.53%
254-43200.535 TELEPHONE SERVICES	1,000.00	532.77	467.23	53.28%

WATER FUND

Account	Budget	Actual	Budget Balance	Actual % of Budget
254-43200.536 POSTAGE	2,000.00	752.89	1,247.11	37.64%
254-43200.550 PRINTING AND ADVERTISING	2,000.00	0.00	2,000.00	0.00%
254-43200.570 MAINTENANCE OTHER	1,000.00	3,540.84	-2,540.84	354.08%
254-43200.572 INTERVIEW COSTS	0.00	1,055.00	-1,055.00	100.00%
254-43200.610 SUPPLIES	5,500.00	1,843.75	3,656.25	33.52%
254-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	806.47	693.53	53.76%
254-43200.613 METERS AND PARTS	0.00	302.80	-302.80	100.00%
254-43200.614 DISTRIBUTION MATERIALS	6,500.00	20,963.60	-14,463.60	322.52%
254-43200.622 ELECTRICAL SERVICE	700.00	290.31	409.69	41.47%
254-43200.623 HEATING/NATURAL GAS	3,000.00	336.66	2,663.34	11.22%
254-43200.626 GAS,GREASE AND OIL	3,500.00	525.06	2,974.94	15.00%
254-43200.742 TRANS TO CAPITAL RESERVE	140,000.00	70,000.00	70,000.00	50.00%
254-43200.891 CAPITAL OUTLAY	0.00	3,446.63	-3,446.63	100.00%
<b>Total GENERAL EXPENSES</b>	<b>972,750.00</b>	<b>461,989.75</b>	<b>510,760.25</b>	<b>47.49%</b>
<b>254-4321 GF WATER EXPENSES</b>				
254-43210.411 CWD WATER PURC - GF	2,767,603.00	1,073,846.65	1,693,756.35	38.80%
254-43210.412 STATE WATER TAX - GF	68,255.00	26,345.60	41,909.40	38.60%
<b>Total GF WATER EXPENSES</b>	<b>2,835,858.00</b>	<b>1,100,192.25</b>	<b>1,735,665.75</b>	<b>38.80%</b>
<b>Total OPERATING EXPENSES</b>	<b>3,808,608.00</b>	<b>1,562,182.00</b>	<b>2,246,426.00</b>	<b>41.02%</b>
<b>254-433 CAPITAL PROJECT EXPENSES</b>				
254-43330.001 RAILROAD AVE. REDY/WTR LN	0.00	1,266.01	-1,266.01	100.00%
254-43330.002 METER REPLACEMENT PROGRAM	0.00	5,292.32	-5,292.32	100.00%
254-43330.004 MAPLE ST. CULVT/WTRLIN	0.00	39,580.83	-39,580.83	100.00%
254-43330.005 SERIES 3 BOND INTEREST	0.00	6,592.38	-6,592.38	100.00%
<b>254-43332 BONDED PROJECTS</b>				
254-43332.003 HILLCREST DRNG/N HILLCRES	0.00	102.40	-102.40	100.00%
254-43332.005 BRIAR LANE RD/SDWK/WTR LN	0.00	63,140.75	-63,140.75	100.00%
254-43332.006 BRIAR/ROSEWOOD WTR LN	0.00	313,275.69	-313,275.69	100.00%
<b>Total BONDED PROJECTS</b>	<b>0.00</b>	<b>376,518.84</b>	<b>-376,518.84</b>	<b>100.00%</b>
<b>Total CAPITAL PROJECT EXPENSES</b>	<b>0.00</b>	<b>429,250.38</b>	<b>-429,250.38</b>	<b>100.00%</b>
<b>Total EXPENSES</b>	<b>3,808,608.00</b>	<b>1,991,432.38</b>	<b>1,817,175.62</b>	<b>52.29%</b>
<b>Total Expenditures</b>	<b>3,808,608.00</b>	<b>1,991,432.38</b>	<b>1,817,175.62</b>	<b>52.29%</b>
<b>Total WATER FUND</b>	<b>0.00</b>	<b>-310,957.53</b>	<b>310,957.53</b>	
<b>255-3 REVENUE</b>				
<b>255-34 OPERATING REVENUE</b>				
<b>255-348 VILLAGE USER CHARGES</b>				
255-34801.000 VILLAGE USER CHARGE	681,161.00	352,878.45	328,282.55	51.81%
255-34811.000 VILLAGE USER PENALTIES	3,000.00	1,696.56	1,303.44	56.55%
255-34812.000 VILL. SEPTAGE DISCHARGE I	15,000.00	11,642.20	3,357.80	77.61%

Account	Budget	Actual	Budget Balance	Actual % of Budget
255-34813.000 VILLAGE LEACHATE REVENUES	0.00	919.94	-919.94	100.00%
<b>Total VILLAGE USER CHARGES</b>	<b>699,161.00</b>	<b>367,137.15</b>	<b>332,023.85</b>	<b>52.51%</b>
<b>255-349 TRI-TOWN REVENUES</b>				
255-34900.000 WASTEWATER CHARGE - ESSEX	436,976.00	145,658.68	291,317.32	33.33%
255-34901.000 WASTEWATER CHARGE - WILLI	611,766.00	378,712.34	233,053.66	61.90%
255-34903.001 SHARED SEPTAGE REVENUES	5,000.00	0.00	5,000.00	0.00%
255-34903.005 PUMP STATION MAINT. FEES	30,300.00	15,150.00	15,150.00	50.00%
<b>Total TRI-TOWN REVENUES</b>	<b>1,084,042.00</b>	<b>539,521.02</b>	<b>544,520.98</b>	<b>49.77%</b>
<b>Total OPERATING REVENUE</b>	<b>1,783,203.00</b>	<b>906,658.17</b>	<b>876,544.83</b>	<b>50.84%</b>
<b>255-39 NON OPERATING INCOME</b>				
255-39000.001 CURRENT YR CONTRIBUTION I	0.00	150,000.00	-150,000.00	100.00%
255-39700.002 ESSEX - DEBT PAYMENT	0.00	263,483.53	-263,483.53	100.00%
255-39700.003 WILLISTON - DEBT PAYMENT	0.00	249,111.70	-249,111.70	100.00%
255-39700.004 ESSEX JCT - DEBT PAYMENT	0.00	307,422.05	-307,422.05	100.00%
<b>Total NON OPERATING INCOME</b>	<b>0.00</b>	<b>970,017.28</b>	<b>-970,017.28</b>	<b>100.00%</b>
<b>Total REVENUE</b>	<b>1,783,203.00</b>	<b>1,876,675.45</b>	<b>-93,472.45</b>	<b>105.24%</b>
<b>Total Revenues</b>	<b>1,783,203.00</b>	<b>1,876,675.45</b>	<b>-93,472.45</b>	<b>105.24%</b>
<b>255-43 EXPENSES</b>				
<b>255-4320 GENERAL EXPENSES</b>				
<b>255-43200.1 WWTF SALARIES</b>				
255-43200.110 SALARIES REGULAR	333,046.00	143,077.85	189,968.15	42.96%
255-43200.130 SALARIES OVERTIME	48,000.00	20,395.90	27,604.10	42.49%
255-43200.140 SALARIES PART TIME	8,139.00	13,730.03	-5,591.03	168.69%
<b>Total WWTF SALARIES</b>	<b>389,185.00</b>	<b>177,203.78</b>	<b>211,981.22</b>	<b>45.53%</b>
<b>255-43200.2 WWTF BENEFITS</b>				
255-43200.210 HEALTH INS & OTHER BENEFIT	109,133.00	40,322.12	68,810.88	36.95%
255-43200.220 SOCIAL SECURITY	30,142.00	13,369.86	16,772.14	44.36%
255-43200.226 WORKERS COMP INSURANCE	17,400.00	7,668.90	9,731.10	44.07%
255-43200.230 RETIREMENT	33,305.00	14,072.23	19,232.77	42.25%
255-43200.250 UNEMPLOYMENT INSURANCE	837.00	41.09	795.91	4.91%
<b>Total WWTF BENEFITS</b>	<b>190,817.00</b>	<b>75,474.20</b>	<b>115,342.80</b>	<b>39.55%</b>
255-43200.320 LEGAL SERVICES	1,000.00	0.00	1,000.00	0.00%
255-43200.330 OTHER PROFESSIONAL SERVIC	6,000.00	626.00	5,374.00	10.43%
255-43200.335 AUDIT	4,950.00	3,314.15	1,635.85	66.95%
255-43200.410 WATER AND SEWER CHARGE	4,000.00	1,000.27	2,999.73	25.01%
255-43200.432 VEHICLE MAINTENANCE	3,500.00	1,388.07	2,111.93	39.66%

Account	Budget	Actual	Budget Balance	Actual % of Budget
255-43200.491 CONTRACTUAL SERVICES	56,944.00	28,472.00	28,472.00	50.00%
255-43200.500 TRAINING, CONFERENCES, DU	6,500.00	1,367.38	5,132.62	21.04%
255-43200.521 LIABILITY & PROPERTY INS.	23,808.00	11,168.97	12,639.03	46.91%
255-43200.535 TELEPHONE SERVICES	6,000.00	2,066.09	3,933.91	34.43%
255-43200.565 GRIT DISPOSAL	9,000.00	4,844.53	4,155.47	53.83%
255-43200.567 SLUDGE PROCESSING	130,000.00	0.00	130,000.00	0.00%
255-43200.568 SLUDGE MANAGEMENT	150,000.00	109,619.72	40,380.28	73.08%
255-43200.569 WWTF ANNUAL PERMIT FEE	7,500.00	0.00	7,500.00	0.00%
255-43200.570 MAINTENANCE OTHER	85,000.00	29,672.70	55,327.30	34.91%
255-43200.577 CONTRACT LABORATORY SERVI	9,000.00	5,255.49	3,744.51	58.39%
255-43200.610 SUPPLIES	10,000.00	3,388.09	6,611.91	33.88%
255-43200.612 UNIFORMS,BOOTS,ETC	6,000.00	2,014.10	3,985.90	33.57%
255-43200.618 SUPPLIES - LABORATORY	13,000.00	9,285.59	3,714.41	71.43%
255-43200.619 CHEMICALS	195,000.00	119,047.19	75,952.81	61.05%
255-43200.622 ELECTRICAL SERVICE	150,000.00	54,614.90	95,385.10	36.41%
255-43200.623 HEATING/NATURAL GAS	20,000.00	4,260.18	15,739.82	21.30%
255-43200.626 GAS,GREASE AND OIL	6,000.00	2,371.84	3,628.16	39.53%
255-43200.742 TRANS TO CAPITAL RESERVE	300,000.00	150,000.00	150,000.00	50.00%
<b>Total GENERAL EXPENSES</b>	<b>1,783,204.00</b>	<b>796,485.24</b>	<b>986,748.76</b>	<b>44.66%</b>
<b>255-433 CAPITAL PROJECTS/EXPENSES</b>				
255-43330.000 ARRA Loan-AR1-004 Admin F	0.00	631.29	-631.29	100.00%
255-43330.001 RZEDB Interest	0.00	24,112.14	-24,112.14	100.00%
255-43330.002 DIGESTER CLEANING	75,000.00	0.00	75,000.00	0.00%
255-43330.006 RETRN ACTIVATED SLUDGE PU	20,000.00	0.00	20,000.00	0.00%
255-43330.007 CWSRF RF1-148 ADMIN FEE	0.00	258,500.00	-258,500.00	100.00%
255-43330.008 GAS COMPRESSOR	18,000.00	0.00	18,000.00	0.00%
255-43330.009 AUTOMATIC SAMPLERS	30,000.00	0.00	30,000.00	0.00%
255-43330.010 20 YR CAPITAL PLANNING	30,000.00	0.00	30,000.00	0.00%
255-43330.011 HEADWORKS SCREEN	200,000.00	0.00	200,000.00	0.00%
255-43330.012 ALKALINITY CNTRL INSTALLA	95,000.00	0.00	95,000.00	0.00%
<b>Total CAPITAL PROJECTS/EXPENSES</b>	<b>468,000.00</b>	<b>283,243.43</b>	<b>184,756.57</b>	<b>60.52%</b>
<b>255-434 NON-OPERATING EXPENSES</b>				
<b>Total NON-OPERATING EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total EXPENSES</b>	<b>2,251,204.00</b>	<b>1,079,698.67</b>	<b>1,171,503.33</b>	<b>47.96%</b>
<b>Total Expenditures</b>	<b>2,251,204.00</b>	<b>1,079,698.67</b>	<b>1,171,503.33</b>	<b>47.96%</b>
<b>Total WASTEWATER FUND</b>	<b>-468,001.00</b>	<b>796,976.78</b>	<b>-1,264,977.78</b>	
<b>256-3 REVENUE</b>				
<b>256-33 INTERGOVERNMENTAL REVENUE</b>				
256-33900.000 ESSEX PUMP STATION FEES	23,128.00	6,450.02	16,677.98	27.89%
256-33900.001 PARY AGREEMNT REV	15,000.00	3,750.00	11,250.00	25.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
<b>Total INTERGOVERNMENTAL REVENUE</b>	<b>38,128.00</b>	<b>10,200.02</b>	<b>27,927.98</b>	<b>26.75%</b>
<b>256-34 OPERATING REVENUE</b>				
<b>256-348 USER CHARGES</b>				
256-34801.000 ANNUAL CUSTOMER CHARGE	552,556.00	284,097.72	268,458.28	51.42%
256-34811.000 ANNUAL CUSTOMER CHARGE -	2,500.00	1,334.22	1,165.78	53.37%
256-34821.000 HOOK ON FEES	30,000.00	51,000.00	-21,000.00	170.00%
<b>Total USER CHARGES</b>	<b>585,056.00</b>	<b>336,431.94</b>	<b>248,624.06</b>	<b>57.50%</b>
<b>Total OPERATING REVENUE</b>	<b>585,056.00</b>	<b>336,431.94</b>	<b>248,624.06</b>	<b>57.50%</b>
<b>256-39 NON OPERATING REVENUE</b>				
256-39000.001 CURRENT YR CONTRIBUTION I	0.00	47,500.00	-47,500.00	100.00%
256-39200.001 WWTF CAPACITY SALE REVENU	0.00	100,000.00	-100,000.00	100.00%
<b>Total NON OPERATING REVENUE</b>	<b>0.00</b>	<b>147,500.00</b>	<b>-147,500.00</b>	<b>100.00%</b>
<b>Total REVENUE</b>	<b>623,184.00</b>	<b>494,131.96</b>	<b>129,052.04</b>	<b>79.29%</b>
<b>Total Revenues</b>	<b>623,184.00</b>	<b>494,131.96</b>	<b>129,052.04</b>	<b>79.29%</b>
<b>256-43 EXPENSES</b>				
<b>256-432 OPERATING EXPENSES</b>				
<b>256-43200.1 SANITATION SALARIES</b>				
256-43200.110 SALARIES REGULAR	82,591.00	41,248.93	41,342.07	49.94%
256-43200.130 SALARIES OVERTIME	12,000.00	5,616.49	6,383.51	46.80%
256-43200.140 SALARIES PART TIME	5,166.00	1,202.28	3,963.72	23.27%
<b>Total SANITATION SALARIES</b>	<b>99,757.00</b>	<b>48,067.70</b>	<b>51,689.30</b>	<b>48.18%</b>
<b>256-43200.2 SANITATION BENEFITS</b>				
256-43200.210 HEALTH INS & OTHER BENEFIT	40,682.00	19,354.55	21,327.45	47.58%
256-43200.220 SOCIAL SECURITY	7,690.00	3,760.02	3,929.98	48.89%
256-43200.226 WORKERS COMP INSURANCE	4,581.00	2,354.49	2,226.51	51.40%
256-43200.230 RETIREMENT	8,259.00	4,099.77	4,159.23	49.64%
256-43200.250 UNEMPLOYMENT INSURANCE	328.00	12.60	315.40	3.84%
<b>Total SANITATION BENEFITS</b>	<b>61,540.00</b>	<b>29,581.43</b>	<b>31,958.57</b>	<b>48.07%</b>
256-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	366.00	634.00	36.60%
256-43200.335 AUDIT	2,108.00	1,411.58	696.42	66.96%
256-43200.340 COMPUTER EXPENSES	1,000.00	2,210.41	-1,210.41	221.04%
256-43200.410 WATER AND SEWER CHARGE	500.00	140.32	359.68	28.06%
256-43200.430 SANITATION LINES MAINTENA	6,000.00	972.19	5,027.81	16.20%
256-43200.434 PUMP STATION MAINTENANCE	8,000.00	5,687.52	2,312.48	71.09%
256-43200.436 SANIT. LINE BACK-UP CLEAN	1,500.00	0.00	1,500.00	0.00%
256-43200.441 RIGHT OF WAY AGREEMENTS	1,058.00	1,542.05	-484.05	145.75%

Account	Budget	Actual	Budget Balance	Actual % of Budget
256-43200.491 CONTRACTUAL SERVICES	144,188.00	72,094.00	72,094.00	50.00%
256-43200.500 TRAINING, CONFERENCES, DU	150.00	0.00	150.00	0.00%
256-43200.521 LIABILITY & PROPERTY INS.	8,183.00	3,747.24	4,435.76	45.79%
256-43200.536 POSTAGE	3,500.00	1,505.77	1,994.23	43.02%
256-43200.550 PRINTING AND ADVERTISING	500.00	0.00	500.00	0.00%
256-43200.570 MAINTENANCE OTHER	1,500.00	11,702.62	-10,202.62	780.17%
256-43200.610 SUPPLIES	1,000.00	24.00	976.00	2.40%
256-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	627.75	872.25	41.85%
256-43200.622 ELECTRICAL SERVICE	11,000.00	4,344.27	6,655.73	39.49%
256-43200.623 HEATING/NATURAL GAS	1,700.00	422.32	1,277.68	24.84%
256-43200.626 GAS,GREASE AND OIL	2,500.00	743.18	1,756.82	29.73%
256-43200.742 TRANS TO CAPITAL RESERVE	95,000.00	47,500.00	47,500.00	50.00%
256-43200.891 CAPITAL OUTLAY	0.00	5,133.33	-5,133.33	100.00%
<b>256-43220 ESSEX PS COSTS</b>				
256-43220.001 SUSIE WILSON PS COSTS	9,000.00	4,289.01	4,710.99	47.66%
256-43220.002 WEST ST PS COSTS	10,000.00	5,216.11	4,783.89	52.16%
<b>Total ESSEX PS COSTS</b>	<b>19,000.00</b>	<b>9,505.12</b>	<b>9,494.88</b>	<b>50.03%</b>
<b>Total OPERATING EXPENSES</b>	<b>472,184.00</b>	<b>247,328.80</b>	<b>224,855.20</b>	<b>52.38%</b>
<b>256-433 CAPITAL PROJECTS/EXPENSE</b>				
256-43330.002 METER REPLACEMENT PROGRAM	0.00	9,836.41	-9,836.41	100.00%
256-43330.007 ARRA Loan-AR1-004 Admin F	0.00	3,823.82	-3,823.82	100.00%
<b>Total CAPITAL PROJECTS/EXPENSE</b>	<b>0.00</b>	<b>13,660.23</b>	<b>-13,660.23</b>	<b>100.00%</b>
<b>256-434 NON OPERATING EXPENSES</b>				
256-43455.001 TRANS TO WWTF FOR DEBT PY	0.00	307,422.05	-307,422.05	100.00%
<b>Total NON OPERATING EXPENSES</b>	<b>0.00</b>	<b>307,422.05</b>	<b>-307,422.05</b>	<b>100.00%</b>
<b>Total EXPENSES</b>	<b>472,184.00</b>	<b>568,411.08</b>	<b>-96,227.08</b>	<b>120.38%</b>
<b>Total Expenditures</b>	<b>472,184.00</b>	<b>568,411.08</b>	<b>-96,227.08</b>	<b>120.38%</b>
<b>Total SANITATION FUND</b>	<b>151,000.00</b>	<b>-74,279.12</b>	<b>225,279.12</b>	
<b>Total All Funds</b>	<b>-352,001.00</b>	<b>127,082.22</b>	<b>-479,083.22</b>	

RECEIVED

JAN 06 2017

Village of Essex Junction

**APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT  
FLAGS IN THE VILLAGE OF ESSEX JUNCTION**

*Please Print*

Applicant's Name: Chris Ashby

Organization: The Champlain Valley Exposition

Tax Exempt #: 03-0184098 Non-Profit:  Yes  No

Address: 105 Pearl Street, Essex Junction, VT 05452

Phone: 802-878-5545 Email: cashby@cvexpo.org

Application for: Street Banner  Gas Lamp Banners  Event Flags

Message and dimensions: Spring Craft & Antique Show May 6-7

Locations you would like the event flags displayed: \_\_\_\_\_

Route 2 by the power dam

I certify that the above-described banner(s) or event flags have been constructed in accordance with the specifications noted.

Signed:  Date: 01/6/2017

Please return completed application to the Manager, Village of Essex Junction,  
2 Lincoln Street, Essex Junction, VT 05452.

**OFFICE USE ONLY**

Insurance Certificate received:  Yes  No

Liability Waiver received:  Yes  No

\$250 fee received:  Yes  No

Application complete:  Yes  No

Waiver signed: Yes  No

Trustees= approval (date): \_\_\_\_\_

### LIABILITY WAIVER

The Village of Essex Junction has agreed to hang a banner(s) or event flags for (print organization name) The Champlain Valley Exposition, hereinafter known as "Owner."

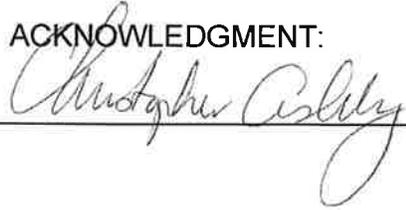
To the extent permitted by law, the "Owner" agrees to indemnify and hold harmless the Village of Essex Junction and its subsidiaries, its agents, employees or any other persons against loss or expense including attorney's fees, by reason of the liability imposed by law upon the Village except in cases of the Village's sole negligence, for damage because of bodily injury including death at any time resulting therefrom, sustained by any person or persons, or on account of damaged property arising out of the hung banner or in consequence of the performance of hanging the banner, whether such injuries to persons or damage to property are due, or claim to be due, to any passive negligence of the Village employees or agents or any other person.

This indemnification and hold harmless agreement shall be insured by liability insurance naming the Village as an additional insured in the "Owner's" policy, and a certificate of insurance must be provided prior to hanging the banner(s) or event flags.

Event: Spring Craft Show

The banner(s)/event flags will be hung from April 24 to May 8  
date date

#### OWNER-S ACKNOWLEDGMENT:

By:  Date: 01/6/2017

#### VILLAGE OF ESSEX JUNCTION ACKNOWLEDGMENT:

By: \_\_\_\_\_ Date: \_\_\_\_\_

RECEIVED

JAN 06 2017

Village of Essex Junction

**APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT  
FLAGS IN THE VILLAGE OF ESSEX JUNCTION**

*Please Print*

Applicant=s Name: Chris Ashby

Organization: The Champlain Valley Exposition

Tax Exempt #: 03-0184098 Non-Profit:  Yes  No

Address: 105 Pearl Street, Essex Junction, VT 05452

Phone: 802-878-5545 Email: cashby@cvexpo.org

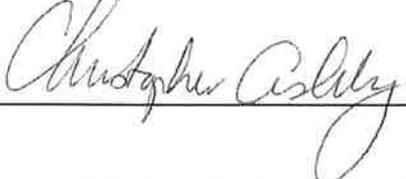
Application for: Street Banner  Gas Lamp Banners  Event Flags

Message and dimensions: Circus Smirkus – July TBD

Locations you would like the event flags displayed: \_\_\_\_\_

Route 2 by the power dam

I certify that the above-described banner(s) or event flags have been constructed in accordance with the specifications noted.

Signed:  Date: 01/6/2017

Please return completed application to the Manager, Village of Essex Junction,  
2 Lincoln Street, Essex Junction, VT 05452.

**OFFICE USE ONLY**

Insurance Certificate received:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Liability Waiver received:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Waiver signed: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
\$250 fee received:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Application complete:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Trustees= approval (date): \_\_\_\_\_

**LIABILITY WAIVER**

The Village of Essex Junction has agreed to hang a banner(s) or event flags for (print organization name) The Champlain Valley Exposition, hereinafter known as "Owner."

To the extent permitted by law, the "Owner@ agrees to indemnify and hold harmless the Village of Essex Junction and its subsidiaries, its agents, employees or any other persons against loss or expense including attorney's fees, by reason of the liability imposed by law upon the Village except in cases of the Village's sole negligence, for damage because of bodily injury including death at any time resulting therefrom, sustained by any person or persons, or on account of damaged property arising out of the hung banner or in consequence of the performance of hanging the banner, whether such injuries to persons or damage to property are due, or claim to be due, to any passive negligence of the Village employees or agents or any other person.

This indemnification and hold harmless agreement shall be insured by liability insurance naming the Village as an additional insured in the "Owner's" policy, and a certificate of insurance must be provided prior to hanging the banner(s) or event flags.

Event: Circus Smirkus

The banner(s)/event flags will be hung from June 26 to June 30  
~~July ?~~ to ~~July 17~~  
date date

**OWNER=S ACKNOWLEDGMENT:**

By: *Christopher Asbury*

Date: 01/6/2017

**VILLAGE OF ESSEX JUNCTION ACKNOWLEDGMENT:**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT  
FLAGS IN THE VILLAGE OF ESSEX JUNCTION**

*Please Print*

Applicant=s Name: Chris Ashby

Organization: The Champlain Valley Exposition

Tax Exempt #: 03-0184098 Non-Profit:  Yes  No

Address: 105 Pearl Street, Essex Junction, VT 05452

Phone: 802-878-5545 Email: cashby@cvexpo.org

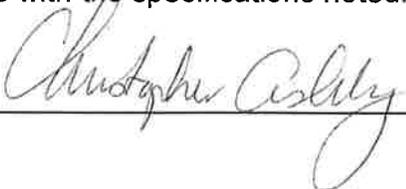
Application for: Street Banner  Gas Lamp Banners  Event Flags

Message and dimensions: 2017 Champlain Valley Fair – Aug 25 – Sept 3

Locations you would like the event flags displayed: \_\_\_\_\_

Route 2 by the power dam

I certify that the above-described banner(s) or event flags have been constructed in accordance with the specifications noted.

Signed:  Date: 01/6/2017

Please return completed application to the Manager, Village of Essex Junction,  
2 Lincoln Street, Essex Junction, VT 05452.

**OFFICE USE ONLY**

Insurance Certificate received:  Yes  No  
Liability Waiver received:  Yes  No  
\$250 fee received:  Yes  No  
Application complete:  Yes  No

Waiver signed: Yes  No

Trustees= approval (date): \_\_\_\_\_

### LIABILITY WAIVER

The Village of Essex Junction has agreed to hang a banner(s) or event flags for (print organization name) The Champlain Valley Exposition, hereinafter known as "Owner."

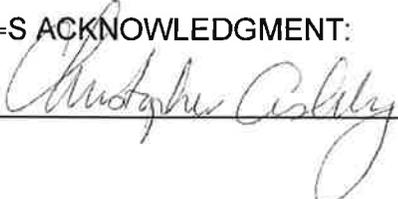
To the extent permitted by law, the "Owner" agrees to indemnify and hold harmless the Village of Essex Junction and its subsidiaries, its agents, employees or any other persons against loss or expense including attorney's fees, by reason of the liability imposed by law upon the Village except in cases of the Village's sole negligence, for damage because of bodily injury including death at any time resulting therefrom, sustained by any person or persons, or on account of damaged property arising out of the hung banner or in consequence of the performance of hanging the banner, whether such injuries to persons or damage to property are due, or claim to be due, to any passive negligence of the Village employees or agents or any other person.

This indemnification and hold harmless agreement shall be insured by liability insurance naming the Village as an additional insured in the "Owner's" policy, and a certificate of insurance must be provided prior to hanging the banner(s) or event flags.

Event: The Champlain Valley Fair

The banner(s)/event flags will be hung from Aug 14 to Sept 4  
date date

#### OWNER'S ACKNOWLEDGMENT:

By:  Date: 01/6/2017\_

#### VILLAGE OF ESSEX JUNCTION ACKNOWLEDGMENT:

By: \_\_\_\_\_ Date: \_\_\_\_\_

RECEIVED

JAN 06 2017

Village of Essex Junction

**APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT  
FLAGS IN THE VILLAGE OF ESSEX JUNCTION**

*Please Print*

Applicant=s Name: Chris Ashby

Organization: The Champlain Valley Exposition

Tax Exempt #: 03-0184098 Non-Profit:  Yes  No

Address: 105 Pearl Street, Essex Junction, VT 05452

Phone: 802-878-5545 Email: cashby@cvexpo.org

Application for: Street Banner  Gas Lamp Banners  Event Flags

Message and dimensions: Welcome Street Rodders

*Sept. 15-17*

Locations you would like the event flags displayed: \_\_\_\_\_

Route 2 by the power dam

I certify that the above-described banner(s) or event flags have been constructed in accordance with the specifications noted.

Signed: *Christopher Ashby* Date: 01/6/2017

Please return completed application to the Manager, Village of Essex Junction,  
2 Lincoln Street, Essex Junction, VT 05452.

**OFFICE USE ONLY**

Insurance Certificate received:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Liability Waiver received:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
\$250 fee received:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Application complete:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Waiver signed: Yes  No

Trustees= approval (date): \_\_\_\_\_

**LIABILITY WAIVER**

The Village of Essex Junction has agreed to hang a banner(s) or event flags for (print organization name) The Champlain Valley Exposition, hereinafter known as "Owner."

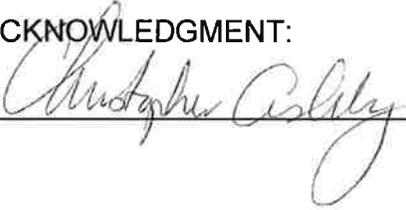
To the extent permitted by law, the "Owner" agrees to indemnify and hold harmless the Village of Essex Junction and its subsidiaries, its agents, employees or any other persons against loss or expense including attorney's fees, by reason of the liability imposed by law upon the Village except in cases of the Village's sole negligence, for damage because of bodily injury including death at any time resulting therefrom, sustained by any person or persons, or on account of damaged property arising out of the hung banner or in consequence of the performance of hanging the banner, whether such injuries to persons or damage to property are due, or claim to be due, to any passive negligence of the Village employees or agents or any other person.

This indemnification and hold harmless agreement shall be insured by liability insurance naming the Village as an additional insured in the "Owner's" policy, and a certificate of insurance must be provided prior to hanging the banner(s) or event flags.

Event: NSRA show

The banner(s)/event flags will be hung from Sept 4 to Sept 18  
date date

**OWNER'S ACKNOWLEDGMENT:**

By: 

Date: 01/6/2017

**VILLAGE OF ESSEX JUNCTION ACKNOWLEDGMENT:**

By: \_\_\_\_\_

Date: \_\_\_\_\_

RECEIVED

JAN 06 2017

Village of Essex Junction

**APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT  
FLAGS IN THE VILLAGE OF ESSEX JUNCTION**

*Please Print*

Applicant=s Name: Chris Ashby

Organization: The Champlain Valley Exposition

Tax Exempt #: 03-0184098 Non-Profit:  Yes  No

Address: 105 Pearl Street, Essex Junction, VT 05452

Phone: 802-878-5545 Email: cashby@cvexpo.org

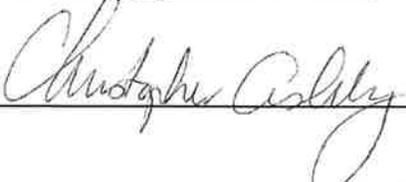
Application for: Street Banner  Gas Lamp Banners  Event Flags

Message and dimensions: Wag It Forward- A Festival for Pets – Oct. 7& 8

Locations you would like the event flags displayed: \_\_\_\_\_

Route 2 by the power dam

I certify that the above-described banner(s) or event flags have been constructed in accordance with the specifications noted.

Signed:  Date: 01/6/2017

Please return completed application to the Manager, Village of Essex Junction, 2 Lincoln Street, Essex Junction, VT 05452.

**OFFICE USE ONLY**

Insurance Certificate received:  Yes  No  
Liability Waiver received:  Yes  No  
\$250 fee received:  Yes  No  
Application complete:  Yes  No

Waiver signed: Yes  No



RECEIVED

JAN 06 2017

Village of Essex Junction

**APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT  
FLAGS IN THE VILLAGE OF ESSEX JUNCTION**

*Please Print*

Applicant's Name: Chris Ashby

Organization: The Champlain Valley Exposition

Tax Exempt #: 03-0184098 Non-Profit:  Yes  No

Address: 105 Pearl Street, Essex Junction, VT 05452

Phone: 802-878-5545 Email: cashby@cvexpo.org

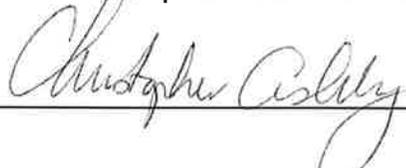
Application for: Street Banner  Gas Lamp Banners  Event Flags

Message and dimensions: Fall Craft Show Oct 27-29

Locations you would like the event flags displayed: \_\_\_\_\_

Route 2 by the power dam

I certify that the above-described banner(s) or event flags have been constructed in accordance with the specifications noted.

Signed:  Date: 01/6/2017

Please return completed application to the Manager, Village of Essex Junction,  
2 Lincoln Street, Essex Junction, VT 05452.

**OFFICE USE ONLY**

Insurance Certificate received:  Yes  No  
Liability Waiver received:  Yes  No  
\$250 fee received:  Yes  No  
Application complete:  Yes  No

Waiver signed: Yes  No

Trustees= approval (date): \_\_\_\_\_

### LIABILITY WAIVER

The Village of Essex Junction has agreed to hang a banner(s) or event flags for (print organization name) The Champlain Valley Exposition, hereinafter known as "Owner."

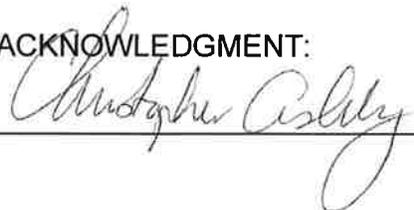
To the extent permitted by law, the "Owner" agrees to indemnify and hold harmless the Village of Essex Junction and its subsidiaries, its agents, employees or any other persons against loss or expense including attorney's fees, by reason of the liability imposed by law upon the Village except in cases of the Village's sole negligence, for damage because of bodily injury including death at any time resulting therefrom, sustained by any person or persons, or on account of damaged property arising out of the hung banner or in consequence of the performance of hanging the banner, whether such injuries to persons or damage to property are due, or claim to be due, to any passive negligence of the Village employees or agents or any other person.

This indemnification and hold harmless agreement shall be insured by liability insurance naming the Village as an additional insured in the "Owners" policy, and a certificate of insurance must be provided prior to hanging the banner(s) or event flags.

Event: Fall Craft Show

The banner(s)/event flags will be hung from Oct 16 to Oct 30  
date date

#### OWNER-S ACKNOWLEDGMENT:

By:  Date: 01/6/2017

#### VILLAGE OF ESSEX JUNCTION ACKNOWLEDGMENT:

By: \_\_\_\_\_ Date: \_\_\_\_\_