



**TRUSTEES MEETING NOTICE & AGENDA**  
**TUESDAY, NOVEMBER 14, 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. Lt. Robert Kissinger, Essex Police, re: traffic safety
5. **OLD BUSINESS**
  - a. Acknowledgement of Assumption of Debt – Lauren Morrisseau
6. **NEW BUSINESS**
  - a. Discuss Recent Front Porch Forum Posting – George Tyler
  - b. Amendment to Personnel Regulations/Holiday Schedule – Susan McNamara-Hill
  - c. Amendment to Motor Vehicle Ordinance – Pat Scheidel
  - d. FYE 19 Budget Request for Bike/Walk Advisory Committee – Raj Chawla
7. **MANAGER’S REPORT**
  - a. Trustees meeting schedule
8. **TRUSTEES’ COMMENTS & CONCERNS/READING FILE**
  - a. Board Member Comments
  - b. Minutes from Other Boards/Committees:
    - Bike/Walk Advisory Committee 10/16/17
    - Tree Advisory Committee 10/17/17
    - Planning Commission 10/19/17
  - c. Letter from David Voegele, Director of Essex CHIPS
  - d. Memo from Greg Duggan, Dennis Lutz, Aaron Martin and Ally Vile re: Tree farm buildings and space needs
  - e. Letter from Mary-Ann Parizo re: Senior bus
  - f. Response from Ally Vile to Mary-Ann Parizo
  - g. Memo from James Jutras re: Phosphorus
  - h. Memo from Police Chief Brad LaRose re: Retirement
9. **CONSENT AGENDA**
  - a. Approve Minutes of Previous Meeting 10/24/17
  - b. Expense Warrant #17067 dated 10/20/17 in the amount of \$1,302,562.10
  - c. Expense Warrant #17068 dated 10/27/17 in the amount of \$121,010.19
  - d. Expense Warrant #17069 dated 11/3/17 in the amount of \$615,575.89
  - e. Expense Warrant #17070 dated 11/9/17 in the amount of \$27,515.29

- f. FYE 18 Budget Status Report as of 10/31/17
- g. Approve Extended Lease with Flex-A-Seal, Inc.

10. **ADJOURN**

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

Agenda Item  
5a.



REVISED

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

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

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

## **MEMORANDUM**

**TO:** Village Trustees and Pat Scheidel, Municipal Manager  
**FROM:** Lauren Morriseau, Assistant Manager/Finance Director *LM*  
**DATE:** November 14, 2017  
**SUBJECT:** Correction to Recreation Bond Payment

### **Issue**

The issue is whether or not the Trustees will resolve to assume the debt for the Maple St. pool.

### **Discussion**

When the Trustees agreed to bring the EJRP into the Village as a department, they also agreed to take over the debt for the Maple St. pool. The Vermont Municipal Bond Bank has requested an official Acknowledgement of Assumption of Debt be adopted and signed by the Trustees. The final payment of this debt will be made in December of 2020 (FYE21).

### **Cost**

The cost of this debt assumption is \$322,475 for the remaining amount of the bond repayment.

### **Recommendation**

Staff recommends the Trustees formally resolve to acknowledge assumption of the VMBB indebtedness evidenced by the 1999 Series 1/2009 Series 2 Refunded Bond, and to the fullest extent permitted by law unconditionally and irrevocably pledge the full faith and credit of the Village for payment of the same in accordance with the terms thereof.

**ACKNOWLEDGEMENT OF ASSUMPTION OF DEBT**

**REVISED**

WHEREAS, upon the effective date of its formation on July 1, 2017, the Essex Westford Educational Community Unified Union School District transferred the assets and liabilities of Essex Junction Recreation and Parks to the Village of Essex Junction ("Village") .

WHEREAS, among the liabilities assumed by the Village is the indebtedness evidenced by the Essex School District's General Obligation Bond, 1999 Series 1/2009 Series 2 Refunded, that was issued on behalf of the Essex Junction Recreation and Parks (Pool Loan), and held by the Vermont Municipal Bond Bank ("VMBB");

WHEREAS, in order to establish and confirm such indebtedness as an obligation of the Village, the Board of Trustees of the Village propose to formally memorialize acknowledgment of its assumption thereof.

NOW THEREFORE, BE IT RESOLVED THAT:

- (1) The Village of Essex Junction formally acknowledges assumption of the VMBB indebtedness evidenced by the 1999 Series 1/2009 Series 2 Refunded Bond, and to the fullest extent permitted by law unconditionally and irrevocably pledges the full faith and credit of the Village for payment of the same in accordance with the terms thereof.
- (2) A true copy of these presents shall be sent to the Vermont Municipal Bond Bank.

Adopted at a regular meeting of the Board of Trustees of the Village of Essex Junction held on the \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

Village of Essex Junction

By all or a majority of its Board of Trustees:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Village Clerk

**Patty Benoit**

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**Subject:** FW: re: Trustees Meeting: 2 hour limit for Parking in front of 34 Park Street revised

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**From:** Alex McEwing [mailto:Alex@ldgvt.com]  
**Sent:** Tuesday, November 14, 2017 2:32 PM  
**To:** 'Patty Benoit'  
**Subject:** re: Trustees Meeting: 2 hour limit for Parking in front of 34 Park Street

Hi Patty,

If you could forward these comments to the Trustees for their meeting tonight. Thank you.

I know Dennis Russo from East Coast Printers has requested that a "two hour limit" be placed on the spaces in front of his business at 34 Park Street. I support this and in fact would like to suggest that all nine of the general parking spaces in front of 34 Park Street be limited to two hour parking.

Routinely cars park in these spaces overnight, even in the winter when snow removal is necessary, and often employees of surrounding businesses park there basically all day and even overnight. I believe the intent of these parking spaces was to be for customers and short-term use.

Thank you for your consideration.

Alex McEwing  
McEwing Properties, LLC  
34 Park Street

**Patty Benoit**

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Agenda Addition  
Reading file 8 i.

**Subject:** FW: Pearl Street Project

-----Original Message-----

From: Brenda Bennett [<mailto:brendalu4@gmail.com>]

Sent: Thursday, November 09, 2017 6:57 PM

To: Robin Pierce <[robin@essexjunction.org](mailto:robin@essexjunction.org)>

Cc: [slizewski@dlhce.com](mailto:slizewski@dlhce.com)

Subject: Pearl Street Project

Robin,

Remarkable. Smooth. Efficient. Top quality. I cannot say enough to compliment the effort and outcome of our Pearl Street Project these past months. To a person, this massive endeavor was carried out with integrity and hard work. I must admit, I had some apprehension about this project and how it might impact my life. Through the effort and support of quality people like Stephen Lizewski, I hardly missed a beat in my daily routine. Watching this project's progress was a pleasure and filled me with respect for my town's administrators and the crew outside my front door.

Thank you and cheers to all involved.

Brenda Bennett  
25 Pearl

Agorda Addition  
Reading file 8j.

November 14, 2017

Board of Trustees  
c/o Pat Scheidel, Municipal Manager  
Village of Essex Junction  
2 Lincoln Street  
Essex Junction, VT 05452

Re: Essex Rescue Community Advisory Board

Dear Pat and Trustees:

I would like to thank you for the opportunity to serve the community over the past several years as a member of the Essex Rescue Community Advisory Board (CAB).

Due to time restraints and increased responsibilities, I no longer feel able to serve in this capacity and am therefore submitting this letter of resignation. I enjoyed my time as a member of the CAB and I learned a great deal about Essex Rescue. I know we are all grateful to have this non-profit in our community.

Thank you again for the opportunity to serve the Village in this capacity.

Sincerely,

Susan McNamara-Hill, Clerk/Treasurer  
Village of Essex Junction  
Town of Essex  
81 Main Street  
Essex Junction, VT 05452



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

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

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

## **MEMORANDUM**

**TO:** Village Trustees  
**FROM:** Pat Scheidel, Municipal Manager  
**DATE:** November 13, 2017  
**SUBJECT:** Executive Session/Personnel

### **Issue**

The issue is whether or not the Trustees will enter into executive session to discuss a personnel matter.

### **Discussion**

In order to have a complete and thorough discussion about this topic, it would appear that an executive session may be necessary.

### **Cost**

There is no cost associated with this issue.

### **Recommendation**

If the Trustees wish to enter executive session, the following motion is recommended:

"I move that the Trustees enter into executive session to discuss a personnel matter in accordance with 1 V.S.A. Section 313 (a)(3) and to invite the Village Attorney.



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

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

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

## **MEMORANDUM**

**TO:** Village Trustees and Pat Scheidel, Municipal Manager  
**FROM:** Lauren Morrisseau, Assistant Manager/Finance Director *LM*  
**DATE:** November 14, 2017  
**SUBJECT:** Recreation Bond Payment

### **Issue**

The issue is whether or not the Trustees will resolve to assume the debt for the Maple St. pool.

### **Discussion**

When the Trustees agreed to bring the EJP into the Village as a department, they also agreed to take over the debt for the Maple St. pool. The Vermont Municipal Bond Bank has requested an official Acknowledgement of Assumption of Debt be adopted and signed by the Trustees. The final payment of this debt will be made in December of 2020 (FYE21).

### **Cost**

The cost of this debt assumption is \$845,428 for the remaining amount of the bond repayment.

### **Recommendation**

Staff recommends the Trustees formally resolve to acknowledge assumption of the VMBB indebtedness evidenced by the 2000 Series 1/2010 Series 4 Refunded Bond, and to the fullest extent permitted by law unconditionally and irrevocably pledge the full faith and credit of the Village for payment of the same in accordance with the terms thereof.

**ACKNOWLEDGEMENT OF ASSUMPTION OF DEBT**

WHEREAS, upon the effective date of its formation on July 1, 2017, the Essex Westford Educational Community Unified Union School District transferred the assets and liabilities of Essex Junction Recreation and Parks to the Village of Essex Junction ("Village") .

WHEREAS, among the liabilities assumed by the Village is the indebtedness evidenced by the Essex School District's General Obligation Bond, 2000 Series 1/2010 Series 4 Refunded, that was issued on behalf of the Essex Junction Recreation and Parks (Pool Loan), and held by the Vermont Municipal Bond Bank ("VMBB");

WHEREAS, in order to establish and confirm such indebtedness as an obligation of the Village, the Board of Trustees of the Village propose to formally memorialize acknowledgment of its assumption thereof.

NOW THEREFORE, BE IT RESOLVED THAT:

- (1) The Village of Essex Junction formally acknowledges assumption of the VMBB indebtedness evidenced by the 2000 Series 1/2010 Series 4 Refunded Bond, and to the fullest extent permitted by law unconditionally and irrevocably pledges the full faith and credit of the Village for payment of the same in accordance with the terms thereof.
- (2) A true copy of these presents shall be sent to the Vermont Municipal Bond Bank.

Adopted at a regular meeting of the Board of Trustees of the Village of Essex Junction held on the \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_.

Village of Essex Junction

By all or a majority of its Board of Trustees:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Village Clerk

**Essex TSD**

Date	Loan Principal	Loan Coupon (Yield)	Interest	P & I	Annual P & I	Average Life: Net Interest Cost:	10.4422 5.215879%
07/20/00							
12/01/00			76,165.04	76,165.04	76,165.04		
06/01/01			104,654.25	104,654.25			
12/01/01	225,000.00	4.3440%	104,654.25	329,654.25	434,308.50		
06/01/02			99,767.25	99,767.25			
12/01/02	225,000.00	4.5440%	99,767.25	324,767.25	424,534.50		
06/01/03			94,655.25	94,655.25			
12/01/03	225,000.00	4.6440%	94,655.25	319,655.25	414,310.50		
06/01/04			89,430.75	89,430.75			
12/01/04	225,000.00	4.6840%	89,430.75	314,430.75	403,861.50		
06/01/05			84,181.25	84,181.25			
12/01/05	225,000.00	4.7240%	84,181.25	309,181.25	393,322.50		
06/01/06			78,846.75	78,846.75			
12/01/06	225,000.00	4.7740%	78,846.75	303,846.75	382,693.50		
06/01/07			73,476.00	73,476.00			
12/01/07	225,000.00	4.8340%	73,476.00	298,476.00	371,952.00		
06/01/08			68,037.75	68,037.75			
12/01/08	225,000.00	4.8940%	68,037.75	293,037.75	361,075.50		
06/01/09			62,532.00	62,532.00			
12/01/09	225,000.00	4.9340%	62,532.00	287,532.00	350,064.00		
06/01/10			56,981.25	56,981.25			
12/01/10	225,000.00	4.9740%	56,981.25	281,981.25	338,962.50		
06/01/11			51,385.50	51,385.50			
12/01/11	190,000.00	5.0540%	51,385.50	241,385.50	292,771.00		
06/01/12			46,584.20	46,584.20			
12/01/12	190,000.00	5.1540%	46,584.20	236,584.20	283,168.40		
06/01/13			41,687.90	41,687.90			
12/01/13	190,000.00	5.2440%	41,687.90	231,687.90	273,375.80		
06/01/14			36,706.10	36,706.10			
12/01/14	190,000.00	5.3440%	36,706.10	226,706.10	263,412.20		
06/01/15			31,629.30	31,629.30			
12/01/15	190,000.00	5.4140%	31,629.30	221,629.30	253,258.60		
06/01/16			26,486.00	26,486.00			
12/01/16	190,000.00	5.4840%	26,486.00	216,486.00	242,972.00		
06/01/17			21,276.20	21,276.20			
12/01/17	190,000.00	5.5440%	21,276.20	211,276.20	232,552.40		
06/01/18			16,009.40	16,009.40			
12/01/18	190,000.00	5.5840%	16,009.40	206,009.40	222,018.80		
06/01/19			10,704.80	10,704.80			
12/01/19	190,000.00	5.6240%	10,704.80	200,704.80	211,409.20		
06/01/20			5,361.80	5,361.80			
12/01/20	190,000.00	5.6440%	5,361.80	195,361.80	200,723.60		
06/01/21							
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	4,150,000.00		2,278,912.04	6,426,912.04	6,426,912.04		

2010 Series 4 (Refunded)

FINAL SAVINGS ANALYSIS

Essex USD							
Date	Loan Principal	Loan Coupon (Yield)	Interest	P & I	Annual P & I	Savings Allocation	Adjusted Debt Service
12/01/10	225,000.00	4.9740%	56,981.25	281,981.25	281,981.25		281,981.25
06/01/11			51,385.50	51,385.50			51,385.50
12/01/11	190,000.00	5.0540%	51,385.50	241,385.50	292,771.00		241,385.50
06/01/12			46,584.20	46,584.20			46,584.20
12/01/12	190,000.00	5.1540%	46,584.20	236,584.20	283,168.40		236,584.20
06/01/13			41,687.90	41,687.90			41,687.90
12/01/13	190,000.00	5.2440%	41,687.90	231,687.90	273,375.80		231,687.90
06/01/14			36,706.10	36,706.10			36,706.10
12/01/14	190,000.00	5.3440%	36,706.10	226,706.10	263,412.20		226,706.10
06/01/15			31,629.30	31,629.30			31,629.30
12/01/15	190,000.00	5.4140%	31,629.30	221,629.30	253,258.60		221,629.30
06/01/16			26,486.00	26,486.00			26,486.00
12/01/16	190,000.00	5.4840%	26,486.00	216,486.00	242,972.00	53,385.68	163,100.32
06/01/17			21,276.20	21,276.20			21,276.20
12/01/17	190,000.00	5.5440%	21,276.20	211,276.20	232,552.40	54,621.95	156,654.25
06/01/18			16,009.40	16,009.40			16,009.40
12/01/18	190,000.00	5.5840%	16,009.40	206,009.40	222,018.80	43,935.18	162,074.22
06/01/19			10,704.60	10,704.60			10,704.60
12/01/19	190,000.00	5.6240%	10,704.60	200,704.60	211,409.20	45,156.88	155,547.72
06/01/20			5,361.80	5,361.80			5,361.80
12/01/20	190,000.00	5.6440%	5,361.80	195,361.80	200,723.60	13,462.13	181,899.67
06/01/21							
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<b>2,125,000.00</b>			<b>632,643.25</b>	<b>2,757,643.25</b>	<b>2,757,643.25</b>	<b>210,561.83</b>	<b>2,547,081.42</b>

Copied Below: email correspondence between George Tyler and Nina Chill, member support, Front Porch Forum

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November 6, 2107

FPF Member Support [membersupport@frontporchforum.com]

Hi George. Thank you for contacting us with this concern. Indeed, our Online Community Managers read every posting, and we did take notice of Derek Cote's. We appear to have erred in our judgement on this one, however, and for this, we apologize. We should not have published Mr. Cote's posting given that it focused on the physical appearance of Mr. Handy. We will share this with all staff and will renew our caution going forward. Please keep in mind that FPF makes no claim to screen out obscenities. We generally let clearly identified neighbors have their say, as long as they comply with FPF Terms of Use.

Thanks again. -Nina

Nina Chill, Member Support  
**Front Porch Forum**

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From: George Tyler  
To: Front Porch Forum Member Support

November 6, 2017

To FPF:

I'm writing to inform you that I will be discussing the recent FPF posting (pasted below) with Village Manager Pat Scheidel later today to decide if we should put this on our upcoming Trustee meeting agenda next week. I don't know how the other trustees will respond or how we will proceed. But I believe this is something we need to discuss.

Let's get right to the point: Private citizens who submit development applications to our planning commission, irrespective of who they are or what they're proposing, do not suddenly become public figures. Part of our application review process does not involve being singled out for public ridicule on FPF. It's unfortunate that in the heat of passion a neighbor opposed to the project composed a patently offensive comment, but it's your job to screen such comments out. Please do not tell me that this has something to do with a 'lively public debate.' Mocking someone's personal appearance adds nothing to a public debate. Please do not tell me that subscribers are responsible for their own comments. You're supposed to be screening comments to filter out obscenities and obviously slanderous or malicious statements. Someone at FPF must have read this comment below and, for some reason, thought it was okay. It was definitely not okay. When I advocated to bring FPF to Essex Junction many years ago I was told this sort of thing wouldn't happen. I'm very interested to hear your explanation and, most particularly, the steps you'll be taking to ensure it doesn't happen again.

George Tyler, President  
Village of Essex Junction

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Five Corners South Front Porch Forum No. 2125

**Meeting About New Handy Building on Park St.**

DEREK COTE, MRDEREKT@COMCAST.NET, HIAWATHA AVE

**DISCUSSION**

It's going to be an ugly building...dude, find a new architect.

Beyond that....30ish parking spaces for 43 units? I know, it's more than what the code says (which means the codes are idiotic), but it's not enough for an already parking disaster. Have you even thought about where visitors will park?

I sat there at the meeting, listening to ACTUAL residents talk about how this building is and will effect their lives, and all I saw from Handy was crossed arms, closed eyes, and his bald head turning red because he was getting embarassed or angry or both.

Some changes need to be made on multiple levels. First, it's obvious some elected leaders of Essex need to be released from office. Second, some of these codes need MAJOR updating. Lastly, I personally will be boycotting the name Handy in every business instance after how little compassion for others that was shown tonight.



## **MEMORANDUM**

**TO:** Village Trustees and Pat Scheidel, Municipal Manager  
**FROM:** Susan McNamara-Hill, Clerk/Treasurer  
**DATE:** November 14, 2017  
**SUBJECT:** Holiday Schedule

### **Issue**

The issue is to consider amending the General Rules & Personnel Regulations to allow holiday exemptions for the Essex Junction Recreation & Parks Department.

### **Discussion**

The Village has four paid holidays that recreation staff will not be able to take:

- Bennington Battle Day
- Columbus Day
- Veterans Day
- President's Day

On Bennington Battle Day, EJRP has camps and swim lessons taking place and the Maple Street pool is open. On the other three days the Essex Westford School District is in session, as is the EJRP preschool. This means that EJRP will be operating the afterschool programs and preschool. Nearly every one of the EJRP full-time staff will be involved directly or in-directly by this.

The Rules and Regulations (Article 5, section 503) say that "salaried employees who work on a holiday may take another day off in lieu of the holiday, with the Manager's approval." For hourly employees, it states that they shall be paid double time on holidays.

Because of the above conflicts, it is recommended that Section 303 of the Personnel Regulations be amended to contain the following language:

*The Essex Junction Recreation and Parks will not close on President's Day, Bennington Battle Day, Columbus Day and Veteran's Day, unless these days align with a day that the Essex Westford School District is scheduled to be off. In lieu of these holidays, Essex Junction Recreation and Parks shall close when the School District is closed due to inclement weather. If by May 1 there have not been 4 closed days, employees will be given the remaining days as personal holidays. Employees shall work or use paid leave for any additional days beyond 4 that schools are closed.*

### **Cost**

There is no cost associated with this issue.

### **Recommendation**

Staff recommends that the Trustees approve the amendment to Section 303 of the General Rules & Personnel Regulations as worded in the attached draft amendment.

**DRAFT AMENDMENT TO GENERAL RULES AND PERSONNEL REGULATIONS, SECTION 303. HOLIDAYS:** New language is underlined.

**303. HOLIDAYS**

The holidays to be observed with pay are:

New Year's Day  
Martin Luther King Day (3<sup>rd</sup> Monday in January)  
President's Day\*✓  
Memorial Day  
Independence Day (July 4<sup>th</sup>)  
Bennington Battle Day (August 16<sup>th</sup>) ✓  
Labor Day (1<sup>st</sup> Monday in September)  
Columbus Day (2<sup>nd</sup> Monday in October) ✓  
Veterans' Day (November 11<sup>th</sup>) ✓  
Thanksgiving Day  
Day after Thanksgiving Day  
\*\*Workday before/after Christmas Day  
Christmas Day  
Two (2) personal holidays (choice of the employee)\*\*\*

\* The Administration, Community Development, and Library departments shall close on President's Day. In lieu of President's Day, the Public Works and Wastewater departments shall take the day off before or after July 4th as decided upon by the Manager by May 1<sup>st</sup>.

✓ The Essex Junction Recreation and Parks will not close on President's Day, Bennington Battle Day, Columbus Day and Veteran's Day. Unless these days align with a day that the Essex Westford School District is scheduled to be off, in lieu of these holidays, Essex Junction Recreation and Parks shall close when the School District is closed due to inclement weather. If by May 1 there have not been 4 closed days, employees will be given the remaining days as personal holidays. Employees shall work or use paid leave for any additional days beyond 4 that schools are closed.

\*\* Workday before or workday after Christmas. Date will be set by the Manager by May 1<sup>st</sup> of each year.

\*\*\* Personal Holidays may be taken in increments of ½ hour or more at a time.

If an employee is on authorized sick leave during a paid holiday, the employee will not be assessed sick leave for that day.

Holiday pay will be for eight (8) hours in a day. Teams shall make provisions for how to handle holidays.

Whenever possible, the Village of Essex Junction will follow the federally recognized dates for these holidays. When any holiday falls on a Sunday, the following Monday shall be considered a holiday. If a holiday falls on a Saturday, the preceding Friday shall be considered a holiday.

## MEMORANDUM

**TO:** Trustees  
**FROM:** Pat Scheidel, Municipal Manager   
**DATE:** November 7, 2017  
**SUBJECT:** Amendment to Motor Vehicle Ordinance

### **Issue**

The issue is whether or not the Trustees approve an amendment to the Motor Vehicle Ordinance to allow for short term parking in front of a business on Park Street.

### **Discussion**

Dennis Bruso, owner of East Coast Printers on Park Street, is requesting limited time parking in front of his business (see attached letter.) It has been a problem for his customers to park close to his business because people who work in the area have been using the spaces for all day parking.

An amendment to the Motor Vehicle Ordinance, Chapter 8 of the Municipal Code, is required to enable enforcement of short term parking in front of East Coast Printers. Attached is the proposed amendment.

### **Cost**

There is no cost associated with this issue.

### **Recommendation**

It is recommended that the Trustees amend Chapter 8, Section 803, Regulation of Motor Vehicles of the Essex Junction Municipal Code by adding the following:

***Park Street: There shall be a two hour parking limit on the easterly side for three parking spaces in front of 34 Park Street, Suite #10.***



www.eastcoastprinters.com

34 Park Street #10 Essex Jct., VT 05452

(802)878-8337 fx(802)879-8110

Trustees for  
Village of Essex Junction  
2 Lincoln Street  
Essex Junction, VT

RECEIVED  
NOV 06 2017  
Village of Essex Junction

November 06, 2017

Dear Sirs,

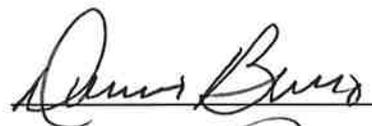
This is a request for a variance to limit the length of time that vehicles can park in front of 34 Park Street, Unit #10.

There are a total of eleven parking slots, of which two of those are designated as handicapped. Five of those are to the south of the loading dock and four to the north. It is becoming an issue for customers of my business to park and to back into the street to leave because of vehicles that are parked in front of my business for the entire day. Those vehicles are driven by employees of nearby and/or adjacent businesses; not by employees of East Coast Printers.

Parking is available in the immediate area for employees without the need to occupy limited customer slots.

I am requesting that parking for at least three of the five southernmost spaces be limited to 2 hours. That is sufficient to allow customers and shoppers to conduct their business without having to rush and sufficiently short to disallow all day parking.

Thank you.

 bus. owner

 prop. owner

**Church Street** - on the east side, beginning at the church driveway and extending northerly to Main Street.

**Church Street** - on the west side from Main Street in a southerly direction for a distance of 100 feet.

**Grove Street** - on the westerly side between Central and Main Street.

**Hiawatha Avenue** - on the west side from Owaissa to Nahma, and on the east side from the north property line of 26 Hiawatha to the fire hydrant in front of Hiawatha School, between the hours of 7:30 - 8:30 a.m. and 2:30-3:30 p.m. when school is in session. The School Department has the authority to post this area as a no parking zone during evening assemblies. Residents of the west side of Hiawatha are exempt from this ordinance.

(adopted Jan. 12, 1993, amended 8/28/07)

**Lincoln Street** - on the west side from the 5 corners to Lincoln Terrace.

**Lincoln Street** - on the west side from Prospect Street to a point northerly for a distant of 75 feet.

**Lincoln Street** - on the west side for a distance of twenty-five feet north of the driveway at 44 Lincoln Street.

**Maplewood Lane** - on the westerly side of within 500 feet of its intersection with Maple Street.

**Park Street** - on the west side for a distance of 87 feet at the corner of Iroquois Avenue in front of 47 Park Street.(adopted 10/27/92)

**Prospect Street** - on the north side from Hillcrest to Lincoln Street. On the south side from the intersection of Summit Street to the westerly end of the property line for 36 Prospect Street, between the hours of 2PM and 3:30 PM Monday through Friday from August 15<sup>th</sup> through June 30<sup>th</sup> of the following year (*Amended 1/28/03*).

**Railroad Street** - on the east side.

**School Street** - north of Pearl Street on the east side. From Pearl Street in a northerly direction on the west side for a distance of 200 feet between the hours of 7-9 a.m. and 2:30 - 6 P.M., on the south side of Pearl Street on the east side from Pearl Street to Park Terrace and south of Pearl Street on the west side for a distance of 70 feet.

**South Street** - on the north side from West Street to Nahma Avenue.

### SECTION 803. LIMITED TIME PARKING:

**Central Street:** There shall be a fifteen (15) minute parking limit between Lincoln Street and the railroad tracks (*Amended 10/28/03*).

**Lincoln Place:** There shall be a parking limit of 1 hour on both sides of Lincoln Place from 8:00 a.m. to 5:00 p.m. and a parking limit of 2 hours on both sides of Lincoln Place from 5:01 p.m. to 7:59 a.m. with the exception of 1 parking space at the curb cut on the north side behind 22 Railroad Avenue, and the 9 parking spaces on the North side east of Lincoln Street and the driveway between the Federal Building and 22 Railroad Avenue.

**Main Street:** There shall be a parking limit of one hour on both sides of Main Street from Pearl Street, northeast to the railroad tracks. In addition to the above 1 hour limit, the two parallel parking spaces located south of the "Banknorth" entrance on Main Street shall be designated "No Parking Midnight to 9 A.M."(*amended 11/09/93 & 5/14/02*)

**Park Street:** There shall be a one hour parking limit on the westerly side between Iroquois Avenue and the driveway opening for 37 & 39 Park Street. (*added 9/26/06*)

**There shall be a two hour parking limit on the easterly side for three parking spaces in**

**front of 34 Park Street, Suite #10. (added 11/14/17)**

**Railroad Avenue:** There shall be a parking limit of 1 hour on both sides of Railroad Avenue from 8:00 a.m. to 5:00 p.m. and a parking limit of 2 hours on both sides of Railroad Avenue from 5:01 p.m. to 7:59 a.m. This ordinance shall apply to all sections of Railroad Avenue between Central Street and Main Street, with the following exceptions:

(1) There will be No Parking on the eastern side of Railroad Avenue from Central Street south for a distance of 140'; this area shall be for "Bus Parking Only", and;

(2) For that portion of Railroad Avenue located on the eastern side of Railroad Avenue which lies between the Railroad Station and a point which is 185' north of Main Street there shall be no parking restrictions.

(3) Commercial Exemption: Those businesses on Railroad Avenue which can demonstrate that the nature of their business requires that heavy items be moved from a business vehicle to the store throughout the day can apply to the Trustees for a maximum of one permit which would exempt them from the one hour day time parking limit on Railroad Avenue. This permit would be good for one year and would be subject to revocation by the Village Manager for cause.

**Summit Street:** There shall be a 15 minute parking limit on the easterly side from the Summit Street School's southerly driveway to the main entrance of Summit Street School during the hours of 7:30 a.m. to 4:30 p.m., Monday through Friday, from September 1 through June 15. *(amended April 27, 1999)*

#### **SECTION 804. RESIDENT ONLY PARKING:**

No person shall park any vehicle except vehicles with a valid residential parking permit and clearly identifiable service or delivery vehicles on any street designated as "residential parking."

- (a) Streets designated as residential parking at all times include:
1. Old Colchester Road (from North Street to the Town of Essex line)
- (b) Streets designated as residential parking Monday through Friday, 7:00 AM to 3:00 PM, September 1<sup>st</sup> through July 1<sup>st</sup> include:
1. Drury Drive
  2. Drury Drive Extension;
  3. Upland Road;
  4. Meadow Terrace;
  5. Brookside Avenue;
  6. Crestview Road;
  7. Grove Street (between North Street and Central Street);
  8. North Street.
- (c) The Village Clerk shall annually issue two residential parking permits for each dwelling unit on a designated street. "Dwelling Unit" shall mean a dwelling structure, or portion thereof, designed, constructed or used as living quarters for one family, and which includes facilities for food preparation, sleeping and sanitation.
- (d) Residential parking permits shall be displayed on the left hand side of the dashboard of any vehicle parked in the street during the time period listed in subsection (a).
- (e) Vehicles parked as permitted under this section shall be subject to all other parking requirements of the Village of Essex Junction Municipal Code.

***Section 804 adopted by Trustees October 13, 1998, amended 10/25/00, and 7/11/06.***

**NOTICE OF AMENDMENT TO THE  
ESSEX JUNCTION MUNICIPAL CODE**

In accordance with V.S.A. Title 24, Sec. 1972, notice is hereby given to the residents and those interested in lands in the Village of Essex Junction that on November 14, 2017 the Trustees of the Village adopted the following amendment to the Municipal Code (new text is underlined.)

**SECTION 803. LIMITED TIME PARKING:**

**Park Street:**

There shall be a two hour parking limit on the easterly side for three parking spaces in front of 34 Park Street, Suite #10.

This ordinance shall become effective on the 13<sup>th</sup> day of January 2018 unless 5% of the qualified voters of the Village, by written petition filed with the Village Clerk no later than December 29, 2017, request that the voters of the Village disapprove the amendment at a duly warned annual meeting or special meeting.

Dated at Essex Junction, Vermont, the 14<sup>th</sup> day of November, 2017.

\_\_\_\_\_  
Susan McNamara-Hill, Village Clerk

Questions about this amendment may be addressed to the Village Manager, 2 Lincoln Street, Essex Junction, VT, or by calling 802-878-6944 or email [admin@essexjunction.org](mailto:admin@essexjunction.org).



TO: Village Trustees and Pat Scheidel, Village Manager  
FROM: Raj Chawla, Chair, Bike Walk Advisory Committee  
DATE: November 6, 2017  
RE: FYE 2019 BWAC Budget

**Issue**

The issue is whether or not the Bike Walk Advisory Committee (BWAC) should have a \$5,000 budget allocation for FYE 2019.

**Discussion**

The Bike/Walk Advisory Committee is requesting a \$5,000 budget allocation. We plan to use these funds to further non-motorized transportation (walking and cycling) in the Village, to improve pedestrian and cycling infrastructure, to educate the community on pedestrian and cycling safety and to promote the positive benefits walking and cycling. Please see the attached action item proposal developed by the BWAC.

**Cost**

The BWAC would like to respectfully request a \$5,000 budget allocation for FYE 2019.

**Recommendation**

It is recommended that the Village Trustees approve a \$5,000 FYE 2019 budget allocation for the BWAC.

Village of Essex Junction Bike Walk Advisory Committee

**Immediate <1 year**

**Details**

Install bike repair and bike rack in vicinity of Main and Railroad	Using GoVermont grant, matching Village funds and business owner contribution
Continue work with CTE and Arts Academy students on bike racks	On-going project with CTE students to design / build / install bike racks.
Secure annual budget from Trustees	
Recruit Essex PD for BWAC position	Must be Village resident.

**Short Term 1-2 years**

Increase police collaboration, suggest training and improve awareness of and enforcement of pedestrian and cyclist related issues	Invite expert speakers / trainers relating to pedestrian / cyclist issues, find point-of-contact on EPD or invite officer to become member of BWAC
Collaborate with adjoining communities to create community walking, hiking and biking maps and resources as well as wayfinding signage	Town of Essex, Colchester and Williston and respective recreation departments
Increase awareness of road rules for pedestrians, cyclists and motorists	PSA, signage, training, editorial writing
Improve Crosswalk Safety - Addition of RRFB (rapid rectangular flashing beacons) throughout the village	Identify placement and find funding for a minimum of two pair per year. Priority given to school routes? Seek funding contribution from EWSD and Economic Development Committee
Educate adults and children, emphasizing skills, work with schools	Find and suggest the implementation of pedestrian and cyclist safety curriculum in EWSD phys ed classes. Other ideas?
Speed Enforcement	Ask PD to improve enforcement for all modes
Work with the Village to identify blind spots for driveways (private / commercial) and intersections that make it hard for pedestrians, cyclists and motorists to see each other.	Check on current code to see if sufficient to require property owners to maintain setbacks / obstacles.

**Medium Term 1-5 years**

Advocate for development of West St/ANR/Route 15 Link	Work with Capital Program Review Committee - this project may already be scoped.
Propose to EJRP / EPR / Library to purchase and loan bicycle cargo and child trailers that can be borrowed.	
Improve public bike racks and covered bike storage to facilitate cycling instead of driving.	Seek funding contribution from Economic Development Committee.
Guidelines/checklist for builders, developers, etc. (Planning commissions)	
Traffic Calming	Work with Village to determine a set of approved options for traffic calming interventions in neighborhoods and on main arterials and around schools.

**Ongoing / Long Term**

BWAC members monitor Village committees / departments	BWAC members "adopt" other Village committees to keep BWAC members informed and to bring BWAC issues to community discussion and decision making. (Trustees, Economic Development, Planning Commission, Capital Program Review Committee, Town Conservation and Trails Committee, EWSD etc.)
Circumnavigation routes around the Five Corners	
Next Level of Bike Friendly Community, LAB	
Route 15 Bike Lanes, West St Ext. to Susie Wilson Road	
Bike Route to Richmond	
Continued improvements to and addition of bike lanes on major arterials	



## MEMORANDUM

TO: Village Trustees  
 FROM: Pat Scheidel, Municipal Manager  
 DATE: November 14, 2017  
 SUBJECT: Trustees Meeting Schedule

### TRUSTEES MEETING SCHEDULE/EVENTS

November 28 6:30 PM	Regular Meeting
December 12 6:30 PM	7:00 - Joint Meeting with Selectboard at Lincoln Hall
December 20 8:15 AM	FYE 19 Budget Day with department heads
December 26 6:30 PM	Regular meeting – <i>CANCEL?</i>
January 9 6:30 PM	Review FYE 19 budgets
January 23 6:30 PM	Public hearing on budgets and capital programs
February 13 6:30 PM	Adopt FYE 19 budgets and capital programs
February 27 6:30 PM	Adopt Warning for Annual Meeting

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

**VILLAGE OF ESSEX JUNCTION  
BIKE/WALK ADVISORY COMMITTEE  
MINUTES OF MEETING  
October 16, 2017**

**MEMBERS PRESENT: Raj Chawla, Jud Lawrie, Eric Bowker, Micah Hagan, Phoebe Spencer (via Skype)**

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

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**1. CALL TO ORDER**

Raj called the meeting to order at 5:56 PM.

**2. MINUTES REVIEW**

**MOTION BY MICAH, SECOND BY RAJ TO ACCEPT THE AUGUST MEETING MINUTES. ALL IN FAVOR. MOTION PASSED.**

**3. AGENDA ADDITIONS**

**MOTION BY RAJ, SECOND BY MICAH TO ADD DISCUSSION OF A POTENTIAL COMMITTEE BUDGET TO THE AGENDA. ALL IN FAVOR. MOTION PASSED.**

**4. POTENTIAL COMMITTEE BUDGET**

Raj informed the committee that he had recently met with Village Trustee Lori Houghton regarding the committee's activities. She encouraged the committee to pay more attention to pedestrian issues. She also noted that it would be helpful for BWAC committee members to be more connected to the activities of other committees, such as the Capital Committee, Economic Development Committee, Planning Commission, and Conservation and Trails Committee.

Raj suggested that a member of the committee take responsibility for following the agendas of each of these committees, and attending meetings when appropriate. He volunteered to follow the Trustee meetings.

Eric and Jud echoed the importance of forming relationships with other committees.

Raj suggested that committee members could also look at applications that will be going in front of the Planning Commission to ensure that there were proper bicycle and pedestrian accommodations.

Raj suggested the possibility of using budgeted funds to hold a workshop, or to send leaders to a conference so they can bring their knowledge back to the community.

Raj asked all committee members to take a look at the goals list, and send him a list of items that they hope to get funding for. He will work on getting on an upcoming Trustee agenda to discuss this further.

## **5. CTE BIKE RACK PROJECT**

Raj noted that he sent the CTE video to all committee members. He is working to see if the students involved would be willing to come to a meeting to make a presentation to the BWAC. He also suggested offering some type of award to encourage the students to take on this project.

## **6. REVIEW COMMITTEE GOALS**

Raj showed the committee a list of goals and objectives developed by the Building Healthy Communities team, which was a grant funded precursor to the BWAC. The Building Healthy Communities team partnered with Local Motion and also did citizen outreach. The committee reviewed these items to see how many of these are still applicable.

The BWAC decided that it would be unlikely that they would hold another bike festival. They also decided not to pursue encouraging a bike shop to open in the Village.

Raj highlighted the importance of working on mapping, and noted that this would be a good project to collaborate with the Conservation & Trails Committee to complete.

Eric said that he thought education was one of the most important things that the BWAC could work on. He stated that people need to hear things many times in order for them to stick. Raj noted that the BWAC needed to educate drivers, as well as bikers and walkers. Phoebe said that it is important to make it easier for people to make good decisions. Micah suggested increasing outreach through Facebook and Front Porch Forum.

Eric noted that many residential streets in the Village have quite a bit of cut-through traffic. Much of this is from parents who are dropping their kids off a school. If more students walked, there would be less traffic in the Village.

Raj suggested that the committee work on developing "drop off locations" so that students can walk part of the way to school. It may be possible to hire someone to assist the students in getting the rest of the way to school from this point.

Raj suggested that it might be a good idea to cost share with local businesses to fund the purchase of additional bike racks or repair stations. He also suggested the idea of having a bike share program, and the group brainstormed who could be responsible for managing this.

Raj noted that it would be helpful to have all of the main arterials striped.

Raj noted that it is important to remember to also consider project in the Town, as all committee members are residents of the Town as well as the Village.

Raj asked the committee to consider improvements that would help pedestrians. Jud noted that the grant that Darby had sent out contained a lot of good ideas for pedestrian improvement activities. Eric noted that he saw more people walking this summer than in years past.

The committee came up with the following list of goals:

- Add bike racks.
- Add a bike repair station.
- Increase educational outreach.
- Add covered bike parking at the Amtrak station.
- Add wayfinding signage for bikers and walkers.

Eric also noted that the committee was still looking for another member. Raj said that the committee was fairly homogenous, and that it would be helpful to expand the age and gender diversity of the BWAC. He said that it would be helpful to reach out to the refugee committee. Darby informed the BWAC that she had attended a Nepali community gathering a few years ago and that transportation was one of the major concerns voiced. Raj said that he would reach out to the refugee community through his contacts in Voices in Education. Phoebe said that she would see about recruiting some younger committee members.

#### **7. LOCATION SCOUTING FOR BIKE RACKS**

The committee decided to move this project to the spring.

#### **8. PUBLIC INPUT**

None.

#### **9. NEXT MEETING & AGENDA**

The next meeting will be held on November 20<sup>th</sup> at 5:45 PM. The agenda is TBD.

#### **10. ADJOURNMENT**

**MOTION BY RAJ, SECOND BY JUD TO ADJOURN THE MEETING. MEETING  
ADJOURNED AT 6:41 PM.**

Respectfully submitted, Darby Mayville.

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

**VILLAGE OF ESSEX JUNCTION  
TREE ADVISORY COMMITTEE  
MINUTES OF MEETING  
OCTOBER 17, 2017**

**MEMBERS PRESENT:** Nick Meyer, Warren Spinner, Mary Jo Engel, Tim Kemerer, and Rich Boyers

**ADMIN PRESENT:** Darby Mayville, Community Relations/Economic Development Assistant

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**1. CALL TO ORDER**

The meeting was called to order at 5:36 PM by Nick.

**2. MINUTES REVIEW**

**MOTION BY MARY JO, SECOND BY WARREN TO APPROVE THE JUNE, AUGUST, AND SEPTEMBER MEETING MINUTES. ALL IN FAVOR. MOTION PASSED.**

**3. LOGO DESIGN**

The committee reviewed four potential logo designs, developed by a student at CTE. Nick reminded the committee that it was important to consider size requirements when looking at the logo designs.

All agreed that it would be nice to include a tree or canopy design in the logo, perhaps as a part of the letter "T" on one of the existing logos.

Rick will pass on the committee's feedback to CTE.

**4. BUDGET FOR 2016-2017**

The committee reviewed both the current fiscal year and last year's spending. Nick noted that the committee underspent their budget last year, and needed to ensure that they did a better job of spending it this year. Darby noted that Assistant Finance Director Sarah Macy will provide monthly budget updates going forward, which should help to ensure that all money is spent in a timely fashion.

Warren noted that the contractor responsible for tree care and removal in the Village will do separate invoices for each to make keeping track of the budget easier. Warren estimated that it will cost around \$2,600 for recent pruning on Tyler Drive, Wilkinson Drive, and Hayden Street. He believes that another \$750 was recently spent on tree removal.

Warren brought up the issue of who would have budgetary responsibility for tree care at Village parks, now that EJRP is a Village department. He is also unsure who would be in charge of managing these trees. He said that he had been recently called to look at a problem tree at Stevens Park. There are many trees in the park that appear to be in very poor conditions. He noted that the committee had already completed an inventory of trees at Maple Street Park, and that Cascade Park will be completed later this week. Nick and Warren plan to meet with Recreation Director Brad Luck to discuss the trees in Village Parks.

## **5. 2017 & 2018 PLANTINGS AND INVENTORY UPDATE**

Warren said that he is working with Public Works Superintendent Rick Jones on reviewing the condition of trees in the Village. They have identified a few problem trees, including a tree on the corner of North and Grove and another on Drury Drive. He also noted that a harmony elm tree split and needed to be taken down near the Five Corners area recently.

Nick encouraged the committee to look at planting holes in the inventory to help them decide where to plant this year. He also asked them to note planting opportunities when they were out and about in the Village. The Village planted 16 trees last year, and more could be planted this year. Nick noted that most of the trees planted last year were on private property. He said that it is easier to plant on public land, but that there are fewer opportunities.

Rich said that it would be helpful to have a long-term planting plan, and that the downtown area should be prioritized. He suggested setting goals, such as planting 100 trees in the next three years.

Tim noted that there were many dead trees along the multi-use path, and said that it would be helpful to have a plan to keep up the space. Darby said that she thought that new trees were going to be planted in September to replace the dead ones. She will walk the path and report back to the committee.

Mary Jo suggested planting on 2A, as there has not been much planting in this area. Tim suggested planting in the open area near Dave Whitcomb's.

## **6. PUBLIC INPUT**

None.

## **7. ADJOURNMENT**

**MOTION by MARY JO, SECOND by TIM to adjourn. All in favor. Meeting adjourned at 7 PM.**

Respectfully Submitted: Darby Mayville

**VILLAGE OF ESSEX JUNCTION  
PLANNING COMMISSION  
MINUTES OF MEETING  
October 19, 2017**

- MEMBERS PRESENT:** David Nistico (Chair); John Alden, Amber Thibeault, Steven Shaw. (Joe Weith, Diane Clemens, and Andrew Boutin were absent.)
- ADMINISTRATION:** Robin Pierce, Development Director.
- OTHERS PRESENT:** Tom Helmstutler, Ed Von Situs, Loraine Berry, Mary Lefcourt, MJ Engel, Kris McEwing, Michelle Dufresne, Bob Provost, Luke Willey, Jacob Hinsdale, Janet Wilson, Nick Meyer, Derick Read, Don Stewart, Gabe Handy, Linda McKenna, Judy and Frank Naef, Bob and Polly McEwing, Darren and Meredith Connolly, George Tyler, Anne Whyte, Israel Smith.
- AGENDA:**
1. Call to Order
  2. Audience for Visitors
  3. Additions/Amendments to the Agenda
  4. Minutes
  5. Public Hearing:
    - Site Plan, Four Story Multi-Unit Building, 43 Senior Housing Units, 9 & 11 Park Street, Handy
    - Conceptual Plan, Three Story Mixed Use Development, Retail and Residential, 15-23 Park Street, Hinsdale Properties
  6. Other Planning Commission Items
  7. Adjournment

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**1. CALL TO ORDER**

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

**2. AUDIENCE FOR VISITORS**

*Nick Meyer, Pleasant Street*

Nick Meyer, Pleasant Street and former member of the Planning Commission, said he stepped down from the Planning Commission due to frustration the Planning Commission was mostly reacting to applications and deadlines relative to updating the Land Development Code. Mr. Meyer said the Planning Commission missed opportunities to educate themselves on the planning processes and looking at issues differently such as form based code planning, trail/sidewalk connectivity, relooking at Design Five Corners, implications of the crescent connector on the village, and when variances are issued. To be better planning commissioners education is needed. The Planning Commission is supposed to meet two times each month, but it is five months since the last meeting. Mr. Meyer urged the Planning Commission to work with staff on better planning toward a more visionary, livable, and sustainable community.

*Linda McKenna, School Street*

Linda McKenna, 9 School Street, commented on the following:

- Per past discussion there was agreement the village would advertise the meeting for a big project, but that did not happen with either application on the current agenda.
- An update is needed on the plan from the charrette for Design Five Corners. [Robin Pierce reported the village applied and received a grant from Regional Planning. The village wants the public involved in the development of the Design Five Corners plan.]
- There is agreement on increasing density and walkability in the village center, but there is a lack of crosswalks, sidewalks, and respect for pedestrians in crosswalks. This should be addressed as development projects are considered.

### 3. ADDITIONS/AMENDMENTS TO THE AGENDA

Add emails from Joe Weith, dated 10/19/17, and Diane Clemens, dated 10/18/17, with comments on the Handy and Hinsdale applications.

### 4. MINUTES

*May 18, 2017*

**MOTION by Amber Thibeault, SECOND by John Alden, to approve the minutes of 5/18/17 as written. VOTING: 3 ayes, one abstention (Steven Shaw); motion carried.**

### 5. PUBLIC HEARING

Chairman Nistico explained comments on the applications should be directed to the Planning Commission and speakers will be limited to two minutes or less. Individuals to give testimony on application(s) were sworn in.

**Site Plan for Phase 1 of the approved Master Plan to construct a four story, multi-unit elderly housing building with 43 one bedroom apartments at 9 & 11 Park Street in the Village Center District by Ruggiano Engineering, agent for Handy's Hotels and Rentals, LLC c/o Gabe Handy, owner**

Luke Willey with Ruggiano Engineering, Michelle Dufresne with Innovative Design, Inc., and Gabe Handy appeared on behalf of the application.

### STAFF REPORT

The Planning Commission received a written staff report on the application, dated 10/19/17. Robin Pierce said changes to the site plan since the last hearing include the building being moved to the east farther from the residences, removal of the sidewalk, addition of a fence and plantings, and change in the color of the building.

### APPLICANT COMMENTS

Michelle Dufresne reviewed the rendering of the proposed building. The rendering shows the windows projecting out a foot and a half in front, corbels to decorate the building, and a change in building color. A pitched roof was contemplated on the building, but the result was an increase in building height by 11 feet over the parapet so a flat roof was

retained which ties in better to the area. Luke Willey added the building was moved four feet to create 15' of separation on the west side. Detail on the hedgerow in back has been added. The sidewalk has been removed and screening/landscaping added.

Drawings showing the proposed building, Park Street School, buildings along Park Street, and the building at 4 Pearl Street from the perspective of looking down Park Street heading north were reviewed. Samples of the building materials were shown (horizontal composite siding in khaki color with white and cream trim and cement board in country red color with Boral trim).

David Nistico pointed out the Village Comprehensive Plan and Land Development Code call for this type of development in the Village Center District (VCD) and affordable senior housing is needed. The proposal meets the basic minimum requirements for the VCD, but the Planning Commission did not receive information on the redesign prior to the hearing. Mr. Nistico said in his opinion, based on the previous design, the standards for the VCD are not met by the proposal and the Planning Commission has not been afforded enough information prior to the meeting to make a decision. John Alden agreed.

John Alden stated the building looks fine, but may not belong in the location given the surrounding neighbors and Park Street School. Mr. Alden expressed disappointment with the loss of trees between the proposed building and the school property. Luke Willey said the landscape plan shows existing trees and a row of deciduous trees added between the building and the school property. The village granted permission to plant trees on the school property. John Alden pointed out the building is on the property line so there is no opportunity for a buffer on the applicant's property.

#### PUBLIC COMMENT

Darren Connelly, 5 School Street, said it is not clear who owns the trees by the hedgerow. Robin Pierce said the building was moved to provide a 15' buffer and if any trees on neighboring property are damaged by the applicant the trees must be replaced with a like species.

Mary Lefcourt, Cascade Court, said the school is not visible while driving down Park Street and the new building at Five Corners shadows an historic building (Lincoln Inn) where it is not allowed to even change the paint color. Other buildings in the vicinity do nothing for the village. An affordable place for the elderly with access to services is needed. The pitch of the roof should not be the issue.

Meredith Connelly, 5 School Street, said there is no dispute of the need for senior housing, but the development is too big for the lot and there is not adequate parking. There are only two handicap parking spaces planned for the building. There are design issues that have not yet been addressed. Noise from the exhaust fan is a concern. Michelle Dufresne said if noise is an issue then a "doghouse" will be built around the fan exhaust area.

Bob Provost, South Burlington, said every time there is a delay the cost of the housing is impacted. Mr. Provost suggested holding a work session with the applicant to work out concerns with the look of the building. A walkable, safe community that is affordable is the best solution. The applicant is not asking for variances, but to build what is allowed. David Nistico said no one is denying the need for senior housing, but in addition to providing services residents need a nice living environment and aesthetic value people want to see in the village. The applicant had time to address the concerns previously expressed and did not do so. Mr. Provost noted the delay by the applicant was due to a personal family matter (death in the family), not by design. Regarding affordability, no one is building one bedroom houses, but collectively are building one bedroom units on one lot as the alternative.

Michelle Dufresne noted the school is not visible because of the row of trees which when removed will open up the view of the school. The plantings to be done are noted on the site plan.

Ed Von Situs, Jackson Street, recalled the Park Street School building was formerly the Hood creamery. The view will change with the Hinsdale proposal and the buildings behind will not be seen. The trees were removed from Maple Street at a point in time and are now coming back. Mr. Von Situs urged having a workshop to discuss what the building will look like. Delaying the project means many seniors who want to live in the village will not be able to do so because the cost will be unaffordable once the building is finally built.

Nick Meyer, Pleasant Street, said the building is big for the lot and is only one foot from the school property. There is no sidewalk, only striped markings for a sidewalk which is not adequate. It makes sense for elderly housing to have continuous sidewalk. The community is walkable so connectivity is wanted. Mr. Meyer asked about outside green space for the residents. Michelle Dufresne said there is a 20'x 20' courtyard at the front of the building and green space behind the building.

Anne Whyte, 10 School Street, stated the lack of a wide sidewalk that can accommodate a wheelchair is critical for accessibility. Also, winter conditions and hazards such as cars turning into the parking lot need to be considered. Houses that abut the zone allowing 100% lot coverage must deal with headlight and noise from the exhaust vent in the parking garage as well as an oversized building up against residential houses that are over 100 years old. Having different uses in a tight area needs more scrutiny. Smart, compatible senior housing is needed.

Janet Wilson, 2 School Street, asked if the building of the size proposed is needed. Gabe Handy said in order to make the numbers work financially 43 units of senior housing are needed. If the number of units is decreased then the units will be two bedrooms with families and children which means more noise.

Gabe Handy assured he did listen to the Planning Commission and addressed concerns with the changes to the site plan (removal of the sidewalk, adding a stockade fence,

moving the building four feet, moving the exhaust fan, providing a 3-D drawing). The village approved the one foot setback and the plantings on village property. The setbacks are met. The height of the building is lower than the roof of the school by several feet. John Alden said the question is whether the building fits in the location. The building is only one foot from the property line which means when someone steps out the building they will be walking on someone else's property. David Nistico added the concept is fine and the building is wanted in the VCD except for the design aspects. The Planning Commission should not be designing the building for the applicant. Michelle Dufresne said a pitched roof increased the size of the building. The flat roof is keeping with the monolithic look of the street. The building is in a transition area adjacent to the railroad tracks. John Alden said there should be some visual boundary between the building and historic Park Street School. This has been an issue in the past that governed many decisions. The boundary needs to be maintained. Michelle Dufresne pointed out there are trees shown on the site plan to replace the existing trees on Mr. Handy's property that will be removed to build the building. John Alden said it is a negative impact to Park Street School to remove the trees.

There were no further comments.

**MOTION by Amber Thibeault, SECOND by Steven Shaw, to close the public portion of site plan review for a four story multi-unit elderly housing building at 9 & 11 Park Street by Gabe Handy. VOTING: unanimous (4-0); motion carried.**

#### DELIBERATION/DECISION

##### Site Plan, Four Story Multi-Unit Building, 43 Senior Housing Units, 9 & 11 Park Street, Gabe Handy

The Planning Commission discussed receiving new design information the night of the meeting and trying to make a decision on a project with competing interests and unresolved issues of safety in the parking lot and impact on the neighbors. [Michelle Dufresne apologized for the color copies of the building renderings arriving late.] There was discussion of holding a work session to work out the design issues.

John Alden asked if the Village Engineer reviewed the plan to have striping denote the sidewalk through the parking lot. Robin Pierce said a shared surface is common and has worked well in Europe. A textured pavement is used so the surface is less slippery.

David Nistico said there must be a way to work out the issues with the lot line and the trees to improve the design to fit with the school and other buildings/residences.

**MOTION by John Alden, SECOND by Steven Shaw, to have a Work Session for the Handy project at 9 & 11 Park Street at the next regularly scheduled Planning Commission meeting to discuss the design of the building. VOTING: unanimous (4-0); motion carried.**

**Conceptual Plan for a mixed use development to construct a three story building with retail/commercial on the 1<sup>st</sup> floor and 28 apartment units on the 2<sup>nd</sup> and 3<sup>rd</sup>**

**floors at 15-23 Park Street in the Village Center District by Stewart Construction, agent for Hinsdale Properties, owner**

Don Stewart with Stewart Construction, Derick Read with Krebs & Lansing Engineering, and Israel Smith with Smith Buckley Architects appeared on behalf of the application.

**STAFF REPORT**

The Planning Commission received a written staff report on the application, dated 10/19/17. Robin Pierce mentioned the applicant had given the front 10' of their property up to sidewalk per Staff request even though they could build to the property line, to create a wider sidewalk in front of the building. This decreased the size of the building and space available for parking on the property. The village is willing to provide an easement for use of the public parking at the entrance to Park Street School for the retail/commercial units, and an easement for residential parking to the south of the project site in recognition of the community benefit gained by the wider sidewalk. Pierce added that the design of the building raised the standard for all future architectural design in the Village Center. The applicant could not provide underground parking due to a high water table on the site.

**APPLICANT COMMENTS**

Don Stewart said his company's office is on Pearl Street and the families on Park Terrace and School Street are his neighbors. The site of the proposed building has been owned by the Hinsdale family for 40 years. The existing building has outlived its function. The proposed development will preserve and enhance the village and the vision for the VCD. The building connects new businesses and tenants to the village downtown. The building will enhance the sense of community. Mr. Stewart described the terraced entryways to the building and the parking behind the building. The covered parking is screened. The proposal tries to improve the sense of Park Street with improved streetscape, easy access to the building, continuity, blending modern and historic elements, retail space, walkability, market rate one bedroom and studio apartments close to downtown, and increased economic viability to add to the social fabric of downtown. The building is a legacy building for the Hinsdale family. The new, well designed, human scale building fits into the village.

Derick Read, Krebs & Lansing, said the building is set 10' back from the property line, per Village Staff request, with landscaping in front. The lot is maxed out with the building and parking. The loading area is to the south to get vehicles off the road. There will be 28 units and two studio apartments with one parking space per unit. There is parking for the commercial space. There is public parking nearby (eight spaces across from the property, 21 spaces by the school, and on-street parking). There is a public transit bus stop in front of the building. Storm water will be addressed with collection chambers under the parking lot and infiltration of the runoff similar to what is in place with the building at 4 Pearl Street. Collection and treatment of some of the runoff from the school property which is at a higher elevation will also be done.

Israel Smith stated the building design aligns with the village center guidelines and criteria for downtown with walkability, mix of uses, porous street edge, three story

building with a base, middle, and top. The building has brick with metal panels at the top offset slightly to give depth to the cornice. The base is precast. The building is the right scale and right combination. The entrance ways are articulated in different ways with a sign band and canopy. All the features work together to contribute to the downtown center feel. The three story flat roof building mixed with traditional two and a half story peaked roof buildings is the right contrast. The material for the building in the back is different with two types of metal panel siding and metal siding to screen the parking. The apartment entryway is in the back of the building within the cement glazed panel. There are multiple ways to access the terrace area in front of the building where there could be café tables or outside retail area.

Robin Pierce mentioned the window area may be opportunity for public art display. Israel Smith said this idea will be considered.

John Alden commented on the separation of the first floor of the building with the upper floors. Israel Smith said the distinction is done with the openings and the canopy and sign band. John Alden asked if the front terrace is wide enough for tables and chairs. Don Stewart said the terrace area is approximately 12' wide. John Alden questioned if landscaping will survive in the "sea of sidewalk". Other options may need to be considered. Mr. Alden noted the southwest corner of the Hinsdale property and the corner of the drive to the Handy property is the best location for trees which if planted will help address the issue of screening for the Handy building.

Amber Thibeault suggested a bike rack be added to the commercial space at the front of the building.

#### PUBLIC COMMENT

Linda McKenna, 9 School Street, expressed appreciation to Don Stewart for reviewing the proposal with the neighbors prior to the meeting. Ms. McKenna asked about the driveway width for Park Street School. John Alden said the village standard is 24' wide for a road. Park Street School driveway is 24' wide. Park Terrace is only 19' wide and does not have a sidewalk. Ms. McKenna asked about a crosswalk by the building. Robin Pierce said crosswalks, traffic lights, and other road items are controlled by the MUTCD. A traffic study on level of service can be done if needed. It is assumed long term there will be a traffic light and crosswalk once the Connector Road is completed. Derick Read said one of the curb cuts on the lot will be removed which will make the drive safer.

The property owner of 4 School Street said the proposal is in scale with the area.

Anne Whyte, 10 School Street, noted the residents in the apartments at 4 Pearl Street are sharing parking spaces with the retail uses in the building and there does not seem to be enough parking for everyone. Also, Park Terrace is the de facto loading area for 4 Pearl Street. There is concern the same situation may happen with the proposal. There is also concern traffic will funnel from the project to Park Terrace. Ms. Whyte asked about commercial signs in the first floor windows of the building. Don Stewart said there will be signage on the building. The village standard for signs will be met. Robin Pierce said

with regard to traffic and parking, the crescent connector will move traffic and there are 26 parking spaces on the crescent connector plus another developer is talking about additional public parking. There is parking for the commercial space and employees in the proposed building.

Nick Meyer asked about space for landscaping in front of the building. Robin Pierce said there is a 10' wide sidewalk plus the area along the front of the building for a total of 15'. There is an elevation difference from the village sidewalk to the sidewalk along the building façade that is accessible by stairs and a sloped walk. Mr. Meyer urged using tree grates and guards to protect the plantings.

Frank Naef, 4 Park Terrace, urged ensuring there is enough parking per the regulations to avoid the disaster that is now occurring on Park Terrace with parking from 4 Pearl Street.

Meredith Connelly, 5 School Street, asked about green space for tenants and urged keeping the tree canopy. Derick Read said the canopy in the back of the building offers covered outdoor space. Ms. Connelly asked about snow removal. Derick Read said snow will be pushed into the space by the trash bins. Don Stewart added the property owner understands there is limited area to store snow. The entire lot must be developed in order to have enough parking. There is green space on the other side of the drive to the school and people will likely congregate there. Snow could also be piled there with permission from the village.

There were no further comments.

**MOTION by Amber Thibeault, SECOND by John Alden, to close the public portion of the conceptual plan review for a three story mixed use building at 15-23 Park Street by Hinsdale Properties. VOTING: unanimous (4-0); motion carried.**

#### DELIBERATION/DECISION

##### Conceptual Plan, Three Story Multi-Use Development, 15-23 Park Street, Hinsdale

The Planning Commission discussed parking. Robin Pierce noted there is parking in the village downtown that is not used because people want to park next to their destination. The village will allow use of the public parking spaces on the lower portion of the Park Street School property. The village owns the property.

**MOTION by John Alden, SECOND by Steven Shaw, to approve the conceptual plan by Hinsdale Properties for a three story mixed use building with retail/commercial space and apartment units at 15-23 Park Street in the VCD with the following stipulations:**

- 1. All staff comments in the Staff Report, dated 10/19/17, shall be addressed and satisfied prior to any permits being issued.**
- 2. Storm water management shall be provided entirely on-site. The Village Engineer shall review the final plans for compliance.**
- 3. All work shall comply with the Essex Junction Land Development Code.**

4. The applicant's attorney shall draft easements for parking from the village to be reviewed and approved by the Village Attorney prior to issuance of a permit.
5. A competition for public art on the building and/or streetscape trees in the village right-of-way shall be part of the completed project to bring the landscape budget to the required 2% of construction cost.
6. A landscape plan prepared by a landscape architect licensed by the State of Vermont Office of Professional Regulation shall be required for Final Plan review.
7. An easement for parking and loading on village property shall be secured prior to issuance of a permit.
8. The applicant shall perform a follow up traffic study within six months of 50% occupancy of the proposed building in order to confirm the trip generation and to determine if traffic improvements are necessary.
9. The Planning Commission shall waive the parking requirements for 2.5 retail commercial parking spaces due to the site constraints of a high water table preventing underground parking and the loss of parking spaces per the staff request to provide a 10' wide space in front of the building on Park Street for sidewalk and open space.

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

#### **6. OTHER PLANNING COMMISSION ITEMS**

*Next Meeting/Agenda*

Next Meeting: November 2, 2017.

Agenda:

- Work session on the Handy development at 9 & 11 Park Street

#### **7. ADJOURNMENT**

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

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

The meeting was adjourned at 8:15 PM.

*Rcdg Scty: MERiordan*

## Patty Benoit

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**Subject:** FW: Letter to the Village Trustees

**From:** David Voegelé [<mailto:david@essexchips.org>]

**Sent:** Wednesday, October 25, 2017 11:27 AM

**To:** Patty Benoit

**Subject:** Letter to the Village Trustees

Dear Village Trustees:

Thank you for the opportunity to speak with you a few weeks ago. At that time I stated that there was a new initiative in development by CHIPS which I was not quite ready to announce. ***The time has come!***

I'm pleased to inform you that we received confirmation a few days ago from the **National Safe Place** program that Essex CHIPS has been approved to launch and operate the first **Safe Place** program in Vermont.

**Safe Place** is a locally-driven and managed service for youth who are in need of community services and resources. **Safe Place** can be described as a "***crisis-prevention***" or "***early intervention***" program for teens. The goal is to ***connect youth to the right resources at the right time***, before the situation she/he is facing becomes a full-blown crisis. **Safe Place** is a program I know well, having launched and operated the first **Safe Place** program in MA over a decade ago (at DIAL/SELF Youth & Community Services in Greenfield MA). You can learn more about **Safe Place** (which operates in over 30 states) at [www.nationalsafeplace.org](http://www.nationalsafeplace.org).



The **Safe Place** model is very straight forward.

1. As the operator of **Safe Place** for Essex & Westford, Essex CHIPS will recruit and train 6-10 site partners (such as fire departments, libraries, pharmacies, & medical centers), ***to welcome and make comfortable any teen experiencing significant stress*** (e.g., related to bullying, peer pressure, being followed by a stranger, thoughts about self-harm, substance use, abuse, or virtually any other anxiety-producing circumstances). Youth will know to go to one of these site partners because of the yellow **Safe Place** sign prominently displayed outside their buildings (see above), and because of outreach CHIPS will conduct within schools and the community.
2. The site partner will then call our **Safe Place** office (located within our office section of our space in the building, ***not the Teen Center space***), and a staff member will go to the partner site to meet the youth, and accompany her/him back to our office. Staff will do a ***brief intake*** to better understand the youth's situation, and will then draw upon our resource data base (***jointly maintained with VT 2-1-1***) in order to ***connect the youth to the services and resources*** they may need. Staff will also be ***contacting the parents*** (and as appropriate, the police, DCF, and/or crisis response programs). Again, the role of **Safe Place** is to make sure the youth is connected as quickly as possible to the resources and services she/he needs to address the stressful situation.
3. CHIPS requested and received staffing support to start and manage **Safe Place** from the Vermont Youth Development Corps (the state-wide AmeriCorps program), and a private donor. We are in the process of

**recruiting site partners and service partners**, who will ensure that youth have easy access to the services they need. We already have a tentative agreement for a **collaborative relationship with Vermont 2-1-1**, for the use of their database, as well as the **use of the 2-1-1 number** so that youth and families can more easily access the program. **Safe Place** staff are undergoing national training by the Alliance for Information & Referral Systems (AIRS), so that the I&R services to be provided by CHIPS through **Safe Place** are in accordance with national professional standards. Staff are also undergoing training next week by the staff from the **National Safe Place** program.

I realize this is a lot of information for you to take in at once, but I hope the **Safe Place** concept is one which intrigues you – and of which you approve. **I would be pleased to meet with you again** an upcoming meeting of the Trustees, to answer any questions you might have. We have not yet publicly announced the program so that I could first communicate the information to you, and answer your questions. Our target date for the launch of **Safe Place** is December 15<sup>th</sup>.

Thank you!

David

*David Voegele*  
*Executive Director*



2 Lincoln Street  
Essex Junction, VT 05452  
(802) 878-6982 Ext. 101  
[www.essexchips.org](http://www.essexchips.org)

**Memorandum**

**To:** Selectboard; Board of Trustees; Patrick C. Scheidel, Municipal Manager; Tree Farm Management Group  
**Cc:** Lauren Morrisseau, Finance Director  
**From:** Greg Duggan, Deputy Town Manager; Dennis Lutz, Public Works Director; Aaron Martin, Town Engineer; Ally Vile, Parks & Recreation Director GSD  
**Re:** Tree Farm buildings and space needs  
**Date:** November 1, 2017

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**Issue**

The issue is informing the Selectboard about the condition of buildings at the Tree Farm and implications for other space needs.

**Discussion**

As the attached pictures show, the seedling building at the Tree Farm has a collapsing roof and a bulging wall that has pulled away from the main structure. Public Works does not believe the building can be salvaged. Chain-link fencing and "No Trespassing" signs will be installed around the seedling building.

Of the other buildings at the Tree Farm, the building being used for storage is in decent shape, with some small leaks in the roof scheduled to be repaired. The old house has been boarded up and is not in use.

In the near future, Public Works plans to request the use of capital funds to conduct a space needs assessment for Fire Department, Parks & Recreation, and Public Works facilities. Because the Village highway garage is also short on space, capital funds from the Village may be used for the study. Pending the results of the study, the Town and Village can develop a better plan for how to repair, replace, or otherwise use buildings at the Tree Farm and elsewhere in the community.

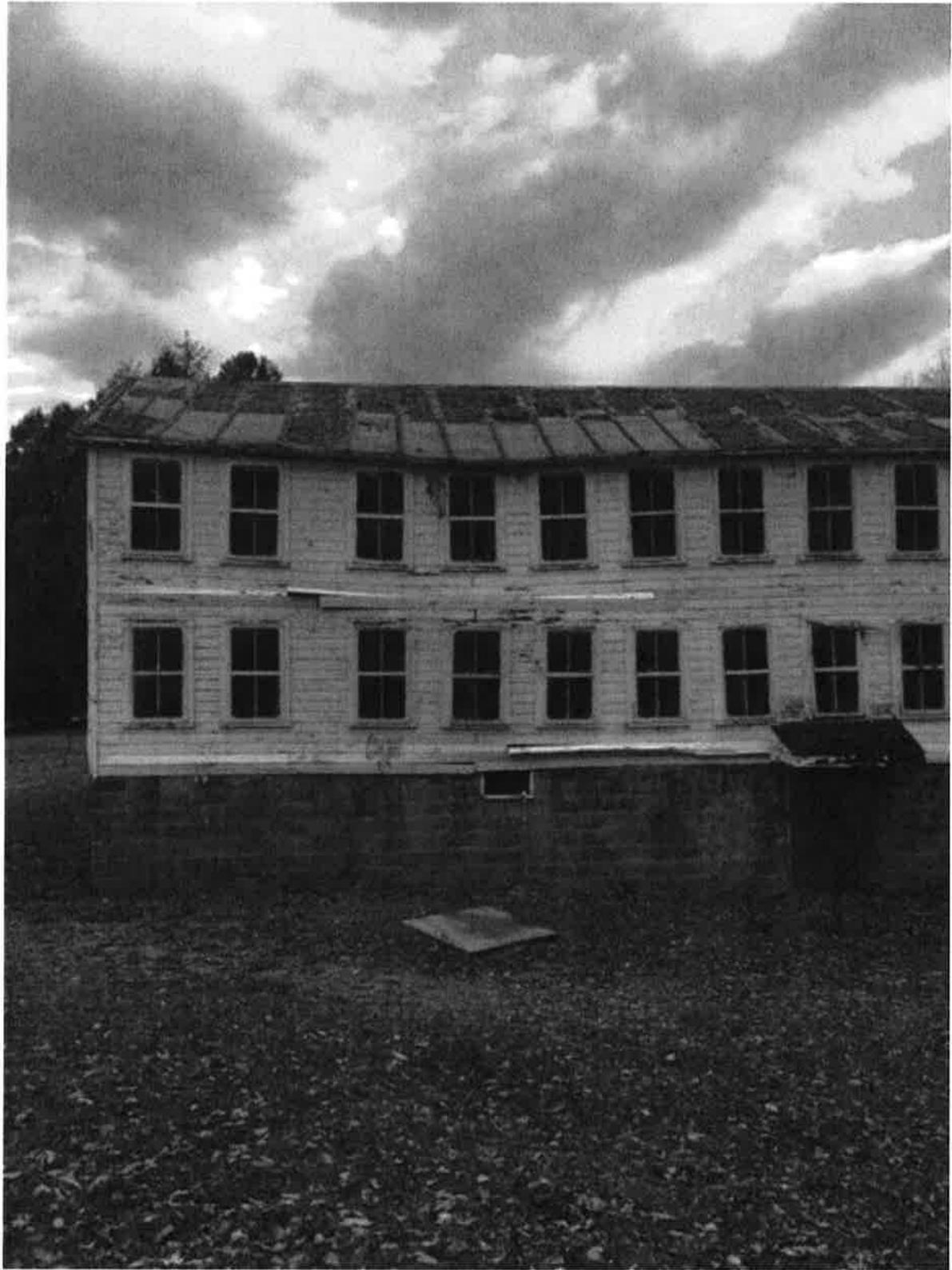
Staff will return to the Selectboard and Trustees for approval before spending any capital funds.

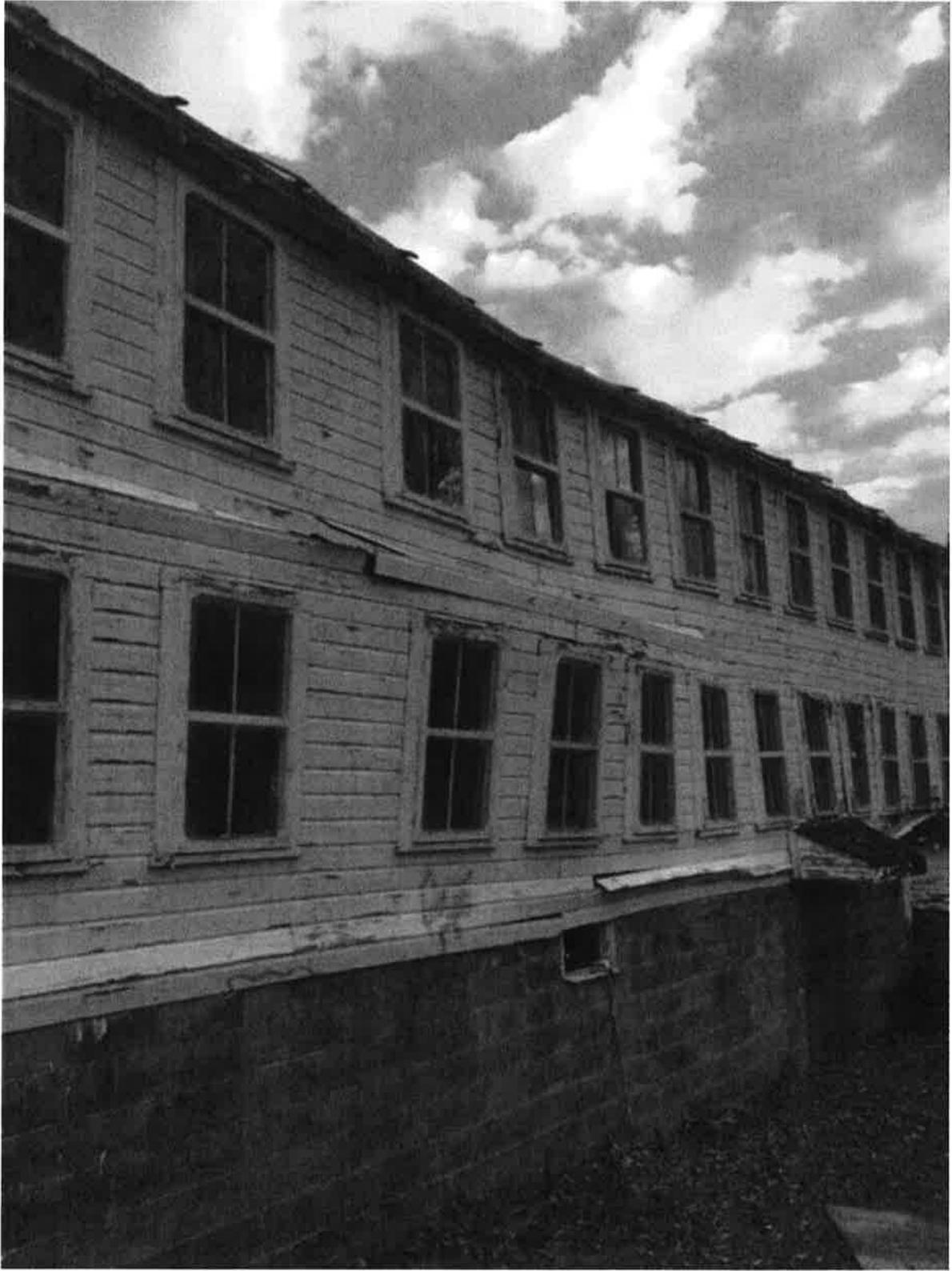
**Cost**

None at this time; a study for space needs is tentatively estimated at \$30,000 to \$40,000.

**Recommendation**

This memorandum is for informational purposes.







C to Patrick Schidel  
Town of Essex Village Mgr.

Ally Vile, Director  
Recreation and Parks Dept.  
Town of Essex  
81 Main Street  
Essex Junction, VT 05452

17 Carmichael St. #1304  
Essex Junction, VT 05452  
October 23, 2017

373-0421

RECEIVED  
OCT 25 2017  
Village of Essex Junction

Dear Director:

My name is Mary-Ann Parizo. I have lived in the Village of Essex Junction for 39 years and I taught in the Village schools for 30 years. Then I represented Essex Junction in the State Legislature for eleven years. In 2012, I moved into the Town to live in an Independent Senior Living apartment behind Essex Town Center.

I am now 82 years old, without a car as of May, 2017. I am totally dependent on both SSTA and the Essex Senior vans for transportation. I am also handicapped in several ways. I use an electric scooter to get around and am totally dependent on my scooter to get groceries, for doctor's visits and blood draws at Fanny Allen. SSTA and the Senior Vans accommodate my scooter for transportation.

I began to use both SSTA and the Essex Senior Vans in June, 2017, and I have seen many issues about the Essex van operation that need to be looked into. The first issue is that you do not have enough drivers; also some days there is only one van available. I believe you need to look into how many more people now depend on the vans for transportation.

I think the worst thing to be told by the Senior Center schedulers who answer the phone when you call to use the van is "We can't pick you up because we're full up and there is only one van. Please take a taxi if you can't get a ride." Anywhere in Essex a taxi costs \$3.50 per mile. That adds up to about \$30.00 to \$35.00 round trip to Fanny Allen and back. If you can't use the Senior Van and can't afford a taxi, you're stuck. Nobody should be told to use the taxi. Shame on the staff who decided to say this to Essex residents.

There are more and more seniors using the vans. The staff needs to allow for the additional usage. Also, I notice that there are two white buses at Maple Street Park that never seem to be used in the winter and I have gone by many times when they are just setting there. Why can't one of them be used for back up for the Senior vans?

I believe the funding for the vans comes from public funds with both the Town and Village contributing. Also, isn't there some Federal money given as well?

I would appreciate the Town staff responsible for the van operations looking more in depth at the numbers of people using the vans and the inability of the current program to meet their needs. I am also requesting that the Manager, Select Board and Trustees do the same thing. Operational changes are needed to meet the increased need.

Thank you,

A handwritten signature in cursive script that reads "Mary-Ann Parizo". The signature is written in black ink and is positioned to the right of the typed name.

Mary-Ann Parizo

P.S. I also would like to add that your van drivers are wonderful people. They are very accommodating.

Copies to: Senior Center Director  
Unified Manager  
Essex Town Select Board members  
Village Trustees



**TOWN OF ESSEX  
VERMONT**



**81 MAIN STREET, ESSEX JUNCTION, VERMONT 05452**

**Phone: 878-1342 • Fax: 878-1353 • E-mail: [avile@essex.org](mailto:avile@essex.org) • Website: [www.essexparksandrec.org](http://www.essexparksandrec.org)**

November 2, 2017

Mary-Ann Parizo  
17 Carmichael Street, #1304  
Essex Junction, VT 05452

Dear Mary-Ann,

Thank you for sending me a copy of your letter regarding the Essex Senior Van service. I appreciate the feedback and am glad we were able to connect on the phone yesterday.

It was great to clarify information that was mentioned in your letter regarding the funding of the vans, information that our phone volunteers provide, as well as what vehicles around town are available to use for this service. I also hope that the information packet you and all riders receive in the coming weeks will provide a baseline of information for everyone who uses our free service. We are lucky to provide a service that is unlike any other in the state and want to keep everyone informed for a positive experience. Lou Ann and I look forward to receiving feedback from the ridership survey as there is always room to grow and areas to clarify for all involved.

As mentioned yesterday, if at any time you have questions, concerns or suggestions regarding our service, please do not hesitate a call to me at the office. Lou Ann Pioli, our Senior Activities Coordinator, is also available at the Essex Area Senior Center and she can be reached at 876-5087.

Thank you again for your time and feedback,

Ally Vile  
Essex Parks and Recreation Director  
878-1342

CC: Municipal Manager



## MEMORANDUM

TO: Essex Junction Trustees and Pat Scheidel, Village Manager  
FROM: James Jutras, Water Quality Superintendent  
cc: Lauren Morrisseau, Finance Director  
Rick Jones, Public Works Supt  
Dennis Lutz, Public Works Director  
DATE: November 9, 2017  
SUBJECT: Phosphorus

A handwritten signature in black ink, appearing to read "James Jutras", is written over the "FROM:" line of the memorandum.

Whether stormwater or wastewater, Phosphorus remains a very hot topic in Vermont. Dennis Lutz summarized ongoing work to the Trustees with his August 11, 2017 memo regarding grants under application by the Village and the Town. We were recently awarded a \$50,000 grant to evaluate Stormwater Phosphorus reduction locations within the Village and Town using the Indian and Sunderland Brook Flow Restoration Plans as a starting point. As discussed with the Board of Trustees in the past, every construction project has an opportunity for some stormwater or stormwater phosphorus reduction potential for consideration. I will continue to reinforce this important compliance reminder.

Recently, the Conservation Law Foundation appealed four wastewater facility discharge permits, the first direct discharge permits issued under the new Lake Champlain Phosphorus TMDL criteria. The facility permits appealed were South Burlington Bartlett's, Montpelier, Alburgh and St. Albans Northwest Correctional Center. Their appeal asserts that the TMDL Limit of 0.2 mg/L (parts per million) phosphorus is an increased discharge from current plant performance and should not be allowed. In other words: Facilities who actively optimize their facilities for the benefit of the Lake Champlain water quality are penalized with more stringent standards. Jeff Wennberg of Rutland City appropriately notes that CLF is an environmental litigation firm, not an environmental group. These appeals target what all agree is less than 3% of the problem and are the highest cost opportunity for long term compliance.

Lawsuits and permits are a complicated mess. Because there are many sectors involved here, we continue to monitor any and all avenues for compliance including the potential for pollution offsets within the agricultural sector (i.e. Whitcomb Farm). We are also evaluating any and all sources of Phosphorus in the community from our drinking water, road runoff and any other ways to remove phosphorus from the wastewater facility that may come in outside of our service area through Septage receiving. Our daily work on Lake Champlain TMDL presents more immediate compliance for the Village and Town. We are both closer than most communities to compliance requirements as we know them today. That said, permits renew every 5 years, some permits are litigated. Long term compliance is a still an open question in Winooski River and the Lake Champlain Basin as a whole. As the EPA has noted, if we do not make significant progress in all sectors, their only recourse is existing NPDES permits like the Village wastewater facility or our Village and Town MS4 stormwater permits.

With support of the Trustees, I will continue to participate in state and regional stakeholders meetings with the goal of developing long-term strategies for compliance and to watch for those expensive changes in rules and interpretation that may be heading our way. Without a lot of tools that are under development, compliance could be an elusive goal for some.

# MEMORANDUM

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

**FROM:** Annie Costandi, E.I., Stormwater Coordinator/Staff Engineer  
Dennis Lutz, P.E., Public Works Director  
Chelsea Mandigo, Environmental Technician  
Jim Jutras, Water Quality Superintendent

**DATE:** August 11, 2017

**SUBJECT:** Information on Grants the Town and Village are applying to for Stormwater Improvement Projects

The State has been releasing a number of new water quality funding programs. While the programs are a good opportunity to receive funding for stormwater improvement projects, there has been a tight turnaround time between the release date of the grant and the due date of the grant application. It has provided little time for municipalities to plan or budget accordingly. Considering the future stormwater costs that will be needed to comply with the Lake Champlain TMDL and anticipated State MS4 Stormwater Permit requirements, it is important to take advantage of the grant opportunities.

The Vermont Agency of Transportation has recently released the application for the VTRANS' Municipal Highway and Stormwater Mitigation Program grant that is due August 15<sup>th</sup>. The Town and Village are planning to submit two applications for consideration – one on behalf of the Town and one on behalf of the Village and Town.

Under the Flow Restoration Plan for Indian Brook, four projects were identified as priorities to achieve the high flow reduction target. The Town and Village were successful in securing funding for 3 of the 4 projects through various grant programs. The Town will submit an application to fund the fourth project which is located at the LDS Church off Essex Way. This project will retrofit two existing stormwater detention ponds into underground storage and stone infiltration systems. Runoff from the LDS Church parking lot, the Essex Resort & Spa, Essex Way, Freeman Woods, and Lang Farm will be directed into the system. The proposed retrofits would manage 12.1 acres of impervious surface and 46.2% of the high flow target. It also has the potential to mitigate 3.34 lbs. of phosphorus. The Town will be required to reduce the amount of phosphorus entering Lake Champlain under the Lake Champlain Total Maximum Daily Load (TMDL) and this project will help in meeting those phosphorus load reductions. If the Town receives funding for this project, the Town and Village will meet the requirements under the FRP for Indian Brook. A local 20% match is required for the grant.

Total Project Cost: \$1,346,635.28

Required Local 20% Match: \$269,327.06

The Village will submit an application on behalf of the Village and Town for a phosphorus control plan study. Under the Lake Champlain TMDL and the anticipated State stormwater permit, the Town and Village will be required to create phosphorus control plans that identifies projects that will reduce phosphorus loads to Lake Champlain. This study will build on the FRPs developed for Sunderland Brook and Indian Brook and will determine phosphorus removal efficiencies for each project under the FRPs as well as other areas for phosphorus removal within municipal boundaries. The Village will be the applicant for the Town/Village grant and the local funds will be available from the stormwater capital account (Town).

Total Project Cost: \$50,000

Required Local 20% Match: \$10,000

Currently, there aren't sufficient funds set aside to cover the 20% local match in the capital stormwater account for the larger project at the LDS Church. Fortunately, these kinds of projects typically take 3-4 years to develop and the Town is allowed to commit the money at a later time. Correspondence with the State confirmed that this was an acceptable approach to take. In the future, the 20% match can be budgeted over the life of the project. The Town can also refuse the award if the Selectboard chooses not to take this route. As previously mentioned, the turnaround time between the release date of the grant and the due date of the application did not leave sufficient time to notify the Selectboard. It is imperative that the Town takes advantage of grant opportunities as they come up in order to leverage the money required to meet compliance with the Lake Champlain TMDL and State Stormwater Permit.

**DEPARTMENTAL MEMORANDUM**



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To: Patrick C. Scheidel, Municipal Manager

From: Bradley J. LaRose, Chief of Police

Re: Retirement

Date: November 7, 2017

After 37 years of service with the Essex Police Department I will be retiring. I have selected January 12, 2018 as my last day.

This was a difficult decision to make, but the timing of this decision is best for me and my family. I sincerely thank the community for the long-lasting, valued partnership, and I thank you for your tireless support in my role as police chief. I look forward to discussing with you the transitional efforts.

I wish you and the community all the very best.

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
October 24, 2017**

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

**ADMINISTRATION:** Pat Scheidel, Municipal Manager; Lauren Morrisseau, Finance Director & Assistant Manager; Jim Jutras, Water Quality Superintendent; Rick Jones, Public Works Superintendent; Dennis Lutz, Public Works Director.

**SELECTBOARD PRESENT:** Max Levy (Chair); Mike Plageman, Sue Cook, Irene Wrenner. (Andy Watts was absent.)

**OTHERS PRESENT:** Denis Cooney, Jack McAnespie, Duncan Harvey, Greg Duggan, Tim Dahl, Mary Jo Engel, Caitlin D'Amor, Megan Robinson, Annie Cooper, Colin Flanders (Essex Reporter).

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

Village President, George Tyler, called the meeting to order and led the assemblage in the Pledge of Allegiance

**2. AGENDA CHANGES/APPROVAL**

Add:

- Memo re: change in language for motion for Executive Session
- Memo to Selectboard re: the motion on PACIF appointment in 1993
- Memo from George Tyler re: Park Street School

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

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

a) Comments from Public on Items not on Agenda

There were no comments from the public.

**4. OLD BUSINESS**

a) Preliminary Engineering Study for Main Street Bridge

Dennis Lutz, Essex Public Works Director, and Tim Dahl, Engineering Ventures, reported on the engineering report for repair of the pedestrian bridge on Main Street. VTrans said fixes to the spalls and headwall can be included in the work. There may be some permitting work necessary to include these items. The project will be done in the spring of 2018 and take approximately three months.

**MOTION by Lori Houghton, SECOND by Elaine Sopchak, to accept the Route 15 (Main Street) Pedestrian Bridge Preliminary Engineering Report and approve**

**proceeding with Design Alternative #1 to include a precast concrete deck with vertical railings. VOTING: unanimous (4-0); motion carried.**

b) Water/Sewer Bill for 39 Park Street

Lauren Morrisseau reported the reading last fall from the water meter at 39 Park Street was very high (86,000 cubic feet). The reading this summer was 16,000 cubic feet. There have been no other complaints from other businesses on the street about their water usage being high.

Duncan Harvey, owner of 39 Park Street, said the meter was changed between the period of the two meter readings.

Elaine Sopchak asked if the water and sewer charges are separated. Lauren Morrisseau said the cost of 14,400 c.f. has been paid by the property owner. The remainder is \$1,124 for water and \$1,045 for sewer/sanitation.

Dan Kerin asked if a broken water line would produce the volume shown for the address. Rick Jones said a toilet running constantly will produce a high number. Duncan Harvey assured they would have known if there was a hose or toilet running for an extended period of time.

Lori Houghton suggested because there is no data from the old meter the balance should be split between the village and the property owner. George Tyler suggested the village absorb the water/sanitation cost and split the water component of the bill.

**MOTION by George Tyler, SECOND by Elaine Sopchak, to abate the sewer/sanitation component of the bill plus penalty for 39 Park Street and split the balance due on the water bill with the property owner paying \$562. VOTING: unanimous (4-0); motion carried.**

**5. NEW BUSINESS**

a) Bid Award for Sidewalk Plow

Rick Jones said the recommendation is to award the bid to Chadwick-BaRoss because the bid specs were met and there is a three year warranty with the equipment. The plow can be used for sidewalk throughout the entire community.

**MOTION by Dan Kerin, SECOND by Lori Houghton, to award the bid for a sidewalk plow and extended warranty to the lowest qualified bidder, Chadwick-BaRoss, for the not-to-exceed amount of \$142,602. VOTING: unanimous (4-0); motion carried.**

b) Bid Award for Wheel Loader

Jim Jutras explained the wheel loader will have the dual purpose of moving heavy equipment and snow removal when needed. Street and Waste Water Treatment Facility costs will be separated.

**MOTION by George Tyler SECOND by Dan Kerin, to approve the purchase of a 4x4 wheel loader with attachments from Milton Rental and Sales for the bid amount of \$65,405.70. VOTING: unanimous (4-0); motion carried.**

c) Park Street School

George Tyler said the memo on Park Street School is to inform the Planning Commission on the plan with the school. The Trustees are urged to attend the next Planning Commission meeting and advise the Planning Commission especially with the current applications for the properties adjacent to the school property.

## **6. TRUSTEES COMMENTS AND CONCERNS/READING FILE**

a) Board Member Comments

- Lori Houghton said the email from Kelly Adams regarding cars going through red lights, speeding, and creating safety hazards should be on a future agenda for discussion. Lori Houghton will research what other communities are doing to handle these problems. Pat Scheidel will invite the police or the crossing guard at Five Corners to the meet with the Trustees to discuss traffic safety.
- Dan Kerin said traffic congestion during heavy traffic hours is another problem to be discussed.

b) Reading File

- Letter from New England Water Environment Association, Inc. re: 2017 Energy Management Achievement Award for Waste Water Treatment Facility
- Town of Essex and Village of Essex Junction Municipal Manager/Invitation to Qualified Candidates
- Press Release from the Walk Friendly Communities Program re: Walk Friendly Designation
- Memo to Selectboard re: Amend Previously Adopted Motions/1993 PACIF Appointment
- Article in Public Management Magazine, August 2017, “Why Special Districts Promote Good Governance”
- Trustees Meeting Schedule

## **7. CONSENT AGENDA**

**MOTION by Dan Kerin, SECOND by George Tyler, to approve the consent agenda as follows:**

- 1. Approve Minutes of Previous Meeting(s) 10/10/17**
- 2. Expense Warrant #17066, dated 10/13/17, in the amount of \$64,745.25**
- 3. Proclamation of 150<sup>th</sup> Anniversary of First Congregational Church**

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

## **8. JOINT MEETING WITH ESSEX SELECTBOARD**

The Trustees held a joint meeting with the Essex Selectboard to discuss issues related to the Municipal Manager position and consolidation of village and town departments. The consultant, Don Jutton with Municipal Resources, Inc. was not able to attend due to illness.

With a quorum of Selectboard members present, Chairman Max Levy called the Essex Selectboard meeting to order at 7:07 PM. The addition to the agenda of the memo on the PACIF appointment was reviewed and the agenda was unanimous approved as amended with a motion by Sue Cook, seconded by Irene Wrenner. There were no comments from the public to the Essex Selectboard.

a) Approval of Employee Resolution

Sue Cook read the resolution recognizing the retirement of Police Captain George Murtie on November 3, 2017 after 33 years of dedicated service to the community as a police officer, supervisor, and commander.

**MOTION by Mike Plageman, SECOND by Sue Cook, to approve and adopt the resolution in appreciation of George Murtie.**

**DISCUSSION:**

- Irene Wrenner said it is different to have a second board signing off on a town employee and that is inconsistent with the way things have been done in the past. The boards are not yet merged.
- There was discussion of the appropriateness of having recognition from both the town and village for a police officer who served the entire community.
- Max Levy said the Selectboard can discuss policy with resolutions going forward at a future meeting.

**There were no further comments.**

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

**MOTION by Elaine Sopchak, SECOND by Dan Kerin, to adopt the resolution in appreciation of George Murtie as read.**

**DISCUSSION: Dan Kerin recalled working with George Murtie as a police officer.**

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

b) Public Works Consolidation Committee Final Report and Recommendations

Elaine Sopchak reviewed the work of the committee per the MOU to combine the public works departments in the village and town. The committee met six times over the summer and reviewed documents, minutes, and other information. The conclusion of the committee is that consolidation of the public works departments thus far has been successful in the seven areas noted in the final report (budget, integration study, cost reduction, management/engineering assistance, mutual support, infrastructure management, operations and service). The recommendations are:

- Maintain the MOU until June 2018 and do the studies outlined in the report.
- Extend the MOU from July 1, 2018 until the studies are complete or well underway. The goal is full consolidation eventually.
- Benchmarks will be established as a result of the studies.
- Cross-train staff in the village and town and identify common best practices.
- Consolidate rolling stock and equipment budgets as well as capital project planning.

- Practice resource management with assets, administration, processes, services.

Elaine Sopchak said it could be a 10 year timeline to do some or all of the recommendations. The report and how to implement the recommendations needs to be discussed.

George Tyler asked the overall difference if two separate charters/boards are maintained versus a consolidated government, and can there be a consolidated public works without consolidation of governance. Elaine Sopchak said with a single board rolling stock and capital budgets would go more smoothly. There would be better business practices and more predictable tax equity. The community needs to plan for the future and determine the roles of individuals. Staff would handle the most pressing items and report to the boards, but there would be a single rolling stock fund, capital budget, and purchasing policy. Dennis Lutz added the new municipal manager will determine what goes where and who handles what, and then make recommendations to the boards on the next steps.

Lori Houghton asked how long the extension on the MOU is recommended to be. Elaine Sopchak said the extension is open ended because it is not known how long the studies will take. Another option is to extend the MOU for another three years and then extend again if needed. Lori Houghton asked if the MOU as written is acceptable to move forward. Sue Cook said the committee did not discuss the language of the MOU itself, but did talk about identifying key measurable benchmarks and targets, and that guides the MOU.

Max Levy suggested the Trustees explain to the Selectboard the highway payment to the town public works budget during budget development.

Mike Plageman recalled the MOU being extended for 3 years from July 1, 2018. Pat Scheidel pointed out the manager arrangement was extended for three years so for consistency the public works MOU could also be extended three years. Sue Cook said the committee was tasked with looking at where the departments are today and determining which direction to go (four choices in the MOU). Dennis Lutz explained most of what is in the MOU has been fulfilled. The report forms the basis for continuation. The MOU should be redrafted as “Amendment #1” saying the original agreement was met and will be extended for a period of time with added items to be covered. Dennis Lutz will redraft the MOU for discussion at a future meeting. A three year extension will be discussed.

**MOTION by Mike Plageman, SECOND by Irene Wrenner, that the Essex Selectboard accept the final report of the Public Works Assessment Committee as written.**

**DISCUSSION:**

- **Irene Wrenner asked if the committee had any disagreement on any items in the report. Sue Cook, Elaine Sopchak, and Mike Plageman concurred the committee was not in agreement with all items, but could support the final report. The committee had Trustees and**

Selectboard members so there was vigorous debate and agreement the recommendations should be unanimous.

- Irene Wrenner asked if staff in the field were consulted. Dennis Lutz said the town and village public works departments function differently, but there are ways to work together. Until there is one department there will not be total integration of skills. With the consolidation thus far there has been no difference in how both departments operate. Service has not changed.
- Sue Cook said the committee contemplated doing a survey of both the village and town workers, but decided this would be a waste of staff's valuable time.

There were no further comments.

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

**MOTION by George Tyler, SECOND by Lori Houghton, to accept the Public Works Assessment Committee Final Report and recommendations as presented.**

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

The committee members were thanked for their time and effort.

c) Approach to Governance Discussion

To be discussed:

- History of the village/town relationship
- What the village and town will look like in 10 years
- What the boards want the community to become
- How legislative bodies are created (i.e. wards, number of members on boards, and such)
- The best structure for a community of this size
- Options and different models

There was agreement the new manager should be involved so there is buy-in to the running list of mergers that have been done and the remaining "to do" list. The departments should be merged first then the boards. Other towns that have been through a merger should be consulted. VLCT and other legislative bodies should be consulted. The process should continue and the plan moved forward. There was discussion of having a retreat with the Trustees and Selectboard on a weekend day so the public can attend. There will be a standing agenda item on the information compilation. Each board member will research their suggestions and forward information to staff for inclusion in a document.

Annie Cooper, resident, stated the boards working together feels like a community collaboratively moving forward.

d) Manager Recruitment Process Update

Max Levy reported the consultant has spoken with 43 individuals on the challenges and issues facing the new municipal manager. There are 10 more people to be contacted.

There are now 37 applicants for the position. Twenty have an MPA, two have a JD, seven have a Bachelor's Degree, and 8 have an Associates or no degree. Thirteen have municipal manager experience, three have assistant manager experience, two have county manager experience, four have municipal department head experience, and 15 have no related experience. Thirteen of the applicants are from Vermont, four from New Hampshire, and the rest from Connecticut, Massachusetts, New York, Ohio, or Illinois. The 10 suggested essay questions need to be prioritized to the top five and sent to the top candidates who will have three weeks to respond. The questions will be sent to the candidates by the end of the month.

George Tyler explained the questions will be discussed in Executive Session as a personnel matter and to avoid a candidate getting an advantage. The questions will be made public once they are mailed to the candidates. Max Levy added once the candidates receive the questions the consultant will continue with the process of doing public information searches on each candidate, telephone interviews and scheduling on-site interviews with the top six people at the end of November. The semi-finalists will have a tour of the community.

There was discussion of the citizen panel, employee panel, and professional panel that will hold the preliminary interviews, and possibly forming a panel with a mix of citizen, employee, and professional representation. It was noted based on the light turnout at the recent input session citizens may need to be recruited for the panels.

e) PACIF Appointment

The Trustees received the memo correcting the motion on the PACIF appointment in 1993. The Selectboard took the following action:

**MOTION by Sue Cook, SECOND by Mike Plageman, to amend the motion made at the 9/13/93 Essex Selectboard meeting, line 216, and at the 10/4/93 Essex Selectboard meeting, line 59, by replacing the words "Unemployment Insurance" with "Property and Casualty Intermunicipal Fund".**

**DISCUSSION:**

- **Pat Scheidel gave a brief history of his involvement with PACIF.**

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

f) Evaluation of Municipal Manager

Pat Scheidel will draft a document as the template to evaluate the new municipal manager using himself as a test case. This is a personnel matter that should be discussed in Executive Session.

**9. EXECUTIVE SESSIONU**

a) Personnel Matters: Essay Questions for Municipal Manager Candidates; Employment and Evaluation of a Public Officer or Employee

**MOTION by George Tyler, SECOND by Lori Houghton, to go into Executive Session to discuss the employment process of a Municipal Manager pursuant to 1VSA313(a)(3). VOTING: unanimous (4-0); motion carried.**

**MOTION** by Sue Cook, **SECOND** by Irene Wrenner, to go into Executive Session to discuss the employment process of a Municipal Manager pursuant to 1VSA313(a)(3). **VOTING: unanimous (4-0); motion carried.**

**MOTION** by George Tyler, **SECOND** by Lori Houghton, to go into Executive Session to evaluate public personnel in accordance with 1VSA313(a)(3), and invite the Municipal Manager. **VOTING: unanimous (4-0); motion carried.**

**MOTION** by Irene Wrenner, **SECOND** by Mike Plageman, to go into Executive Session to evaluate public personnel in accordance with 1VSA313(a)(3), and to invite the Municipal Manager. **VOTING: unanimous (4-0); motion carried.**

Executive Session was convened at 9 PM.

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

**MOTION** by Max Levy, **SECOND** by Irene Wrenner, to adjourn Executive Session and reconvene the regular meeting. **VOTING: unanimous (4-0); motion carried.**

Executive Session was adjourned and the regular meeting reconvened at 9:38 PM.

**ACTION FOLLOWING EXECUTIVE SESSION**

**MOTION** by Dan Kerin, **SECOND** by Elaine Sopchak, to accept the following five questions out of 10 for the Municipal Manager candidates: Q2, Q4, Q6, Q9, Q10. **VOTING: unanimous (4-0); motion carried.**

**MOTION** by Mike Plageman, **SECOND** by Irene Wrenner, to accept the following five questions out of 10 for the Municipal Manager candidates: Q2, Q4, Q6, Q9, Q10. **VOTING: unanimous (4-0); motion carried.**

**10. ADJOURNMENT**

**MOTION** by Dan Kerin, **SECOND** by Elaine Sopchak, to adjourn the meeting. **VOTING: unanimous (4-0); motion carried.**

**MOTION** by Sue Cook, **SECOND** by Irene Wrenner, to adjourn the meeting. **VOTING: unanimous (4-0); motion carried.**

The joint meeting and the regular Board of Trustees meeting adjourned at 9:40 PM.

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
37585	09/20/17	A H HARRIS & SONS INC ST concrete tools 403707100	210-43110.610 SUPPLIES	138.54	13184	10/19/17
14400	09/16/17	ABOVE AND BEYOND VF Station cleaning 3153	210-42220.570 MAINTENANCE OTHER	220.00	13185	10/19/17
14400	09/16/17	ABOVE AND BEYOND LHBL Sept 3-Sept 30 3154	210-41940.423 CONTRACT SERVICES	600.00	13185	10/19/17
14400	09/16/17	ABOVE AND BEYOND LHBL Sept 3-Sept 30 3154	210-45551.610 SUPPLIES	72.00	13185	10/19/17
14400	09/16/17	ABOVE AND BEYOND LHBL Sept 3-Sept 30 3154	210-45551.423 CONTRACT SERVICES	2212.75	13185	10/19/17
14400	10/04/17	ABOVE AND BEYOND CD Steamfest cleaning 3186	210-41335.810 COMMUNITY EVENTS & PROGRA	450.00	13185	10/19/17
14400	10/14/17	ABOVE AND BEYOND LHBL Oct 1-Nov 4 3190	210-45551.423 CONTRACT SERVICES	2212.75	13185	10/19/17
14400	10/14/17	ABOVE AND BEYOND LHBL Oct 1-Nov 4 3190	210-41940.423 CONTRACT SERVICES	750.00	13185	10/19/17
05290	09/28/17	ADVANCE AUTO PARTS VA washer fluid cap 552727139688	210-43110.610 SUPPLIES	2.40	13187	10/19/17
V9976	10/05/17	AVONDA AIR SYSTEMS, INC BL maint building 3464	210-45551.434 MAINT. BUILDINGS/GROUNDS	1020.00	13197	10/19/17
V10301	10/01/17	BARRA, PLC DAVID A. CDAD Sept legal fees EJ28492854	210-41320.320 LEGAL SERVICES	792.00	13199	10/19/17
V10301	10/01/17	BARRA, PLC DAVID A. CDAD Sept legal fees EJ28492854	210-15102.000 EXCHANGE - ENGI/LEGAL	132.00	13199	10/19/17
09345	10/12/17	BASIC AD Oct cobra admin fee 40100281	210-41320.210 HEALTH INS & OTHER BENEFIT	30.00	13201	10/19/17
10510	08/31/17	BLUE TARP FINANCIAL INC Hardware 716765	210-45220.610 SUPPLIES	53.67	13205	10/19/17
10510	09/12/17	BLUE TARP FINANCIAL INC Hardware 716813	210-45220.610 SUPPLIES	5.98	13205	10/19/17
00530	10/03/17	BRODART CO BL books B5122317	210-45551.610 SUPPLIES	68.40	13209	10/19/17
00530	10/03/17	BRODART CO BL books B5122317	210-45551.640 ADULT COLLECTION-PRINT &	1175.71	13209	10/19/17
00530	10/03/17	BRODART CO BL books B5122415	210-45551.610 SUPPLIES	6.30	13209	10/19/17
00530	10/03/17	BRODART CO BL books B5122415	210-45551.640 ADULT COLLECTION-PRINT &	112.79	13209	10/19/17
00530	10/03/17	BRODART CO BLBF books B5122431	210-45551.610 SUPPLIES	5.40	13209	10/19/17
00530	10/03/17	BRODART CO BLBF books B5122431	210-49346.001 ADULT COLLECTION-PRINT &	107.25	13209	10/19/17
00530	10/03/17	BRODART CO BL book B5122515	210-45551.610 SUPPLIES	0.90	13209	10/19/17
00530	10/03/17	BRODART CO BL book B5122515	210-45551.641 JUVEN COLLECTION-PRNT & E	10.42	13209	10/19/17
00530	10/03/17	BRODART CO BL books B5122555	210-45551.640 ADULT COLLECTION-PRINT &	28.59	13209	10/19/17
00530	10/03/17	BRODART CO BL books B5122555	210-45551.610 SUPPLIES	1.80	13209	10/19/17

10/23/17

Town of Essex / Village of EJ Accounts Payable

08:55 am

Check Warrant Report # 17067 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 10/19/17 To 10/20/17 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	BRODART CO	10/03/17 BL books B5122558	210-45551.610 SUPPLIES	2.70	13209	10/19/17
00530	BRODART CO	10/03/17 BL books B5122558	210-45551.640 ADULT COLLECTION-PRINT &	52.65	13209	10/19/17
00530	BRODART CO	10/03/17 BL books B5122745	210-45551.640 ADULT COLLECTION-PRINT &	1283.10	13209	10/19/17
00530	BRODART CO	10/05/17 BF books B5124751	210-49345.000 LIBRARY DONATION EXPENDIT	16.85	13209	10/19/17
00530	BRODART CO	10/05/17 BL book B5125155	210-45551.640 ADULT COLLECTION-PRINT &	9.60	13209	10/19/17
00530	BRODART CO	10/09/17 BL books B5126823	210-45551.610 SUPPLIES	16.20	13209	10/19/17
00530	BRODART CO	10/09/17 BL books B5126823	210-49346.001 ADULT COLLECTION-PRINT &	310.76	13209	10/19/17
00530	BRODART CO	10/09/17 BL books B5126969	210-45551.640 ADULT COLLECTION-PRINT &	14.82	13209	10/19/17
00530	BRODART CO	10/09/17 BL books B5126969	210-45551.610 SUPPLIES	0.90	13209	10/19/17
00530	BRODART CO	10/09/17 BL books B5127018	210-45551.610 SUPPLIES	11.70	13209	10/19/17
00530	BRODART CO	10/09/17 BL books B5127018	210-45551.640 ADULT COLLECTION-PRINT &	239.94	13209	10/19/17
00530	BRODART CO	10/09/17 BL book B5127054	210-45551.640 ADULT COLLECTION-PRINT &	14.96	13209	10/19/17
00530	BRODART CO	10/10/17 BL books B5127934	210-45551.610 SUPPLIES	2.70	13209	10/19/17
00530	BRODART CO	10/10/17 BL books B5127934	210-45551.641 JUVEN COLLECTION-PRNT & E	30.31	13209	10/19/17
00530	BRODART CO	10/10/17 BF books B5128073	210-49345.000 LIBRARY DONATION EXPENDIT	16.29	13209	10/19/17
00530	BRODART CO	10/11/17 BL books B5128959	210-45551.641 JUVEN COLLECTION-PRNT & E	253.02	13209	10/19/17
00530	BRODART CO	10/11/17 BL books B5128959	210-45551.610 SUPPLIES	20.70	13209	10/19/17
00530	BRODART CO	10/11/17 BL books B5129092	210-45551.641 JUVEN COLLECTION-PRNT & E	86.41	13209	10/19/17
00530	BRODART CO	10/11/17 BL books B5129092	210-45551.610 SUPPLIES	6.30	13209	10/19/17
00530	BRODART CO	10/11/17 BL books B5129233	210-45551.641 JUVEN COLLECTION-PRNT & E	88.79	13209	10/19/17
00530	BRODART CO	10/11/17 BL books B5129233	210-45551.610 SUPPLIES	6.30	13209	10/19/17
00530	BRODART CO	10/11/17 BL books B5129393	210-45551.641 JUVEN COLLECTION-PRNT & E	161.75	13209	10/19/17
00530	BRODART CO	10/11/17 BL books B5129393	210-45551.610 SUPPLIES	11.70	13209	10/19/17
16030	BROWN ELECTRIC	09/25/17 ST poles front of Lincoln 32445	210-43160.610 STREET LIGHTS SUPPLIES/MA	868.61	13211	10/19/17
16030	BROWN ELECTRIC	10/05/17 ST misc staples, screws 32463	210-43160.610 STREET LIGHTS SUPPLIES/MA	189.20	13211	10/19/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V9941	10/06/17	BUSINESSCARD SERVICES CD REGISTRATION-D.CLEMONS 090717A	210-41970.500 TRAINING,CONF,DUES	25.00	13212	10/19/17
V9941	10/06/17	BUSINESSCARD SERVICES BL BURL FREE PRESS 090717B	210-45551.640 ADULT COLLECTION-PRINT &	30.80	13212	10/19/17
V9941	10/06/17	BUSINESSCARD SERVICES AD TRUSTEES MTG SNACKS 0912107C	210-41320.560 TRUSTEES EXPENDITURES	9.32	13212	10/19/17
V9941	10/06/17	BUSINESSCARD SERVICES VF LASAGNA DINNER DEPT 091317E	210-42220.889 ROUTINE EQUIPMENT PURCHAS	422.50	13212	10/19/17
V9941	10/06/17	BUSINESSCARD SERVICES BL CONFERENCE 091417F	210-45551.500 TRAINING, CONFERENCES, DU	120.00	13212	10/19/17
V9941	09/14/17	BUSINESSCARD SERVICES BL TRAINING 9-14-17 NELA 091417VAR	210-45551.500 TRAINING, CONFERENCES, DU	1095.00	13212	10/19/17
V9941	10/06/17	BUSINESSCARD SERVICES BL WEBINAR-TRAINING 091817L	210-45551.500 TRAINING, CONFERENCES, DU	199.00	13212	10/19/17
V9941	10/06/17	BUSINESSCARD SERVICES AD TRUSTEES 092617P	210-41320.560 TRUSTEES EXPENDITURES	101.00	13212	10/19/17
V0455	10/01/17	CANON SOLUTIONS AMERICA BL supplies 4023911428	210-45551.610 SUPPLIES	59.39	13214	10/19/17
V0455	10/07/17	CANON SOLUTIONS AMERICA AD copies 9/7-10/6/17 4023950761	210-41320.442 LEASED SERVICES	32.49	13214	10/19/17
V04609	10/01/17	CENTER POINT LARGE PRINT BL books 1514998	210-45551.640 ADULT COLLECTION-PRINT &	93.48	13218	10/19/17
21120	10/04/17	CHAMPLAIN MEDICAL URGENT VF physicals 0002168000	210-42220.566 PHYSICAL EXAMS	1490.00	13220	10/19/17
23525	09/27/17	CLARK'S TRUCK CENTER INC ST fluid 395061	210-43110.626 GAS,GREASE AND OIL	8.50	13223	10/19/17
25120	10/05/17	CLICKTIME.COM ClickTime Timecards 234401	210-45110.330 OTHER PROFESSIONAL SVCS	420.00	13224	10/19/17
04940	10/03/17	COMCAST VF cable tv 0086187 10/3	210-42220.535 TELEPHONE SERVICES	13.55	13225	10/19/17
38280	09/30/17	CRYSTAL ROCK BOTTLED WATE Water 0093017D	210-45110.610 SUPPLIES	69.56	13232	10/19/17
38280	09/30/17	CRYSTAL ROCK BOTTLED WATE ST supplies 071950122590	210-43110.610 SUPPLIES	26.10	13233	10/19/17
38280	09/30/17	CRYSTAL ROCK BOTTLED WATE LH Sept bottled water 50117144 9/3	210-41940.610 SUPPLIES	23.95	13233	10/19/17
27420	10/10/17	DAVE WHITCOMB'S SERVICE ST Unit 4 inspeciton 8059	210-43110.432 VEHICLE MAINTENANCE	160.00	13234	10/19/17
V10657	09/23/17	DENNISON/MARY K.// BL mileage 09232017MKD	210-45551.500 TRAINING, CONFERENCES, DU	94.16	13235	10/19/17
V10576	10/09/17	ECOPIXEL LLC Sept web host/support 2387	210-41320.340 COMPUTER EXPENSES	129.00	13238	10/19/17
23580	10/10/17	ED EATON FIRE TRUCK REPAI VF pump testing 22017	210-42220.432 VEHICLE MAINTENANCE	450.00	13239	10/19/17
23215	09/28/17	ESSEX EQUIPMENT INC ST hard hat 106532830001	210-43110.612 UNIFORMS,BOOTS,ETC	42.70	13246	10/19/17
23215	09/26/17	ESSEX EQUIPMENT INC ST harness 106534670001	210-43110.612 UNIFORMS,BOOTS,ETC	146.00	13246	10/19/17
23215	09/28/17	ESSEX EQUIPMENT INC ST sand bags 106536730001	210-43110.610 SUPPLIES	6.21	13246	10/19/17

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23215	10/02/17	ESSEX EQUIPMENT INC	ST glasses	210-43110.612	56.28	13246	10/19/17
			106540620001	UNIFORMS,BOOTS,ETC			
V0795	10/17/17	ESSEX TOWN OF	AD 1 /12 mgbr contract Oc	210-41320.150	5572.08	13248	10/19/17
			101717D	MANAGER CONTRACT			
25920	10/05/17	FIRE PRO TEC INC	ST extinguisher maint	210-43110.434	480.65	13251	10/19/17
			340666	MAINT. BUILDINGS/GROUNDS			
V10226	09/07/17	G & K SERVICES	ST shop towel	210-43110.610	75.37	13258	10/19/17
			6295637596	SUPPLIES			
10705	07/03/17	GARDENERS SUPPLY CO INC	Mulch	210-45220.610	109.41	13261	10/19/17
			490349	SUPPLIES			
34895	10/01/17	GAUTHIER TRUCKING, INC.	ST 11 Jackson rubbish rem	210-43110.565	85.52	13262	10/19/17
			1256961	RUBBISH REMOVAL			
34895	10/01/17	GAUTHIER TRUCKING, INC.	ST Railroad Ave rubbish	210-43110.565	415.77	13262	10/19/17
			1256963	RUBBISH REMOVAL			
34895	10/01/17	GAUTHIER TRUCKING, INC.	ST Beech St rubbish	210-43110.565	55.27	13262	10/19/17
			1257095	RUBBISH REMOVAL			
34895	10/01/17	GAUTHIER TRUCKING, INC.	Trash Removal	210-45220.330	292.74	13262	10/19/17
			1257673	OTHER PROFESSIONAL SVCS			
15045	09/01/17	GLOBAL FOUNDRIES US2 LLC	Global Foundries Property	210-45220.441	500.00	13264	10/19/17
			ESSX0917-01	LAND LEASE			
21055	09/30/17	GREEN MOUNTAIN MESSENGER,	BL courier delivery	210-45551.536	120.00	13269	10/19/17
			60540	POSTAGE/DELIVERY			
45410	09/14/17	J B SIMONS INC	VF dress uniform	210-42220.612	543.00	13278	10/19/17
			85923	UNIFORMS,BOOTS,ETC			
45410	09/14/17	J B SIMONS INC	VF dress uniform	210-42220.612	548.00	13278	10/19/17
			85924	UNIFORMS,BOOTS,ETC			
45410	09/14/17	J B SIMONS INC	VF dress uniforms	210-42220.612	543.00	13278	10/19/17
			85925	UNIFORMS,BOOTS,ETC			
45410	09/14/17	J B SIMONS INC	VF dress uniform	210-42220.612	558.00	13278	10/19/17
			85926	UNIFORMS,BOOTS,ETC			
45410	09/14/17	J B SIMONS INC	VF dress uniforms	210-42220.612	508.80	13278	10/19/17
			85927	UNIFORMS,BOOTS,ETC			
23445	10/11/17	MATTHEW BENDER & CO., INC	AD statute updates	210-41320.610	252.74	13287	10/19/17
			96741368	SUPPLIES			
24960	10/16/17	NORTHEAST DELTA DENTAL	VA Nov dental	210-45220.210	80.51	13293	10/19/17
			171016	HEALTH INS & OTHER BENEFI			
24960	10/16/17	NORTHEAST DELTA DENTAL	VA Nov dental	210-41335.210	80.51	13293	10/19/17
			171016	HEALTH INS & OTHER BENEFI			
24960	10/16/17	NORTHEAST DELTA DENTAL	VA Nov dental	210-45110.210	322.03	13293	10/19/17
			171016	HEALTH INS & OTHER BENEFI			
24960	10/16/17	NORTHEAST DELTA DENTAL	VA Nov dental	210-43151.210	42.67	13293	10/19/17
			171016	HEALTH INS & OTHER BENEFI			
24960	10/16/17	NORTHEAST DELTA DENTAL	VA Nov dental	210-41320.210	241.52	13293	10/19/17
			171016	HEALTH INS & OTHER BENEFI			
24960	10/16/17	NORTHEAST DELTA DENTAL	VA Nov dental	210-43110.210	273.72	13293	10/19/17
			171016	HEALTH INS & OTHER BENEFI			
24960	10/16/17	NORTHEAST DELTA DENTAL	VA Nov dental	210-45551.210	483.04	13293	10/19/17
			171016	HEALTH INS & OTHER BENEFI			
24960	10/16/17	NORTHEAST DELTA DENTAL	VA Nov dental	210-41970.210	161.01	13293	10/19/17
			171016	HEALTH INS & OTHER BENEFI			

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24100	09/29/17	PERMA-LINE CORP.OF NEW EN ST public parking signs	164562	210-43110.617 SIGNS AND POSTS	609.60	13295	10/19/17
25140	09/26/17	PIKE INDUSTRIES INC ST asphalt	947812	210-43120.610 PAVEMENT MAINTENANCE	248.00	13296	10/19/17
25140	10/10/17	PIKE INDUSTRIES INC ST asphalt	951693	210-43120.610 PAVEMENT MAINTENANCE	124.00	13296	10/19/17
18010	09/26/17	REYNOLDS & SON, INC. VF turnout coat, clean	3311467	210-42220.612 UNIFORMS,BOOTS,ETC	93.76	13300	10/19/17
18010	09/26/17	REYNOLDS & SON, INC. VF traffic wand	3311468	210-42220.889 ROUTINE EQUIPMENT PURCHAS	141.38	13300	10/19/17
18010	10/05/17	REYNOLDS & SON, INC. VF fire gloves	3312295	210-42220.612 UNIFORMS,BOOTS,ETC	601.65	13300	10/19/17
18010	10/05/17	REYNOLDS & SON, INC. VF turnout gear clean rep	3312296	210-42220.612 UNIFORMS,BOOTS,ETC	21.04	13300	10/19/17
37965	09/20/17	S D IRELAND CONCRETE ST 18 Rivendell	65009	210-43120.570 SIDEWALK AND CURB MAINTEN	390.25	13308	10/19/17
37965	09/21/17	S D IRELAND CONCRETE ST 18 Rivendell	65066	210-43120.570 SIDEWALK AND CURB MAINTEN	554.50	13308	10/19/17
37965	09/22/17	S D IRELAND CONCRETE ST18 Rivendell	65111	210-43120.570 SIDEWALK AND CURB MAINTEN	526.75	13308	10/19/17
28785	08/18/17	SHEARER CHEVROLET CO. INC VF 8461 service	459801	210-42220.432 VEHICLE MAINTENANCE	115.00	13315	10/19/17
40840	10/01/17	SOVERNET COMMUNICATIONS ( BL tech ,phone access	3810658	210-45551.530 TECHNOLOGY ACCESS	39.95	13318	10/19/17
40840	10/01/17	SOVERNET COMMUNICATIONS ( BL tech ,phone access	3810658	210-45551.535 TELEPHONE SERVICES	93.31	13318	10/19/17
V2124	09/30/17	STAPLES ADVANTAGE ADCD supplies	3354156386	210-41970.610 SUPPLIES	43.21	13319	10/19/17
V2124	09/30/17	STAPLES ADVANTAGE ADCD supplies	3354156386	210-41320.610 SUPPLIES	87.74	13319	10/19/17
14800	10/10/17	TECH GROUP INC VF Aruba wireless access	29752780	210-42220.570 MAINTENANCE OTHER	37.74	13322	10/19/17
12890	09/15/17	U S BANK Pool debt pymnt	091517	210-47117.000 EJRP PRINCIPAL	105000.00	13324	10/19/17
12890	09/15/17	U S BANK Pool debt pymnt	091517	210-47217.000 EJRP INTEREST	-5821.06	13324	10/19/17
00710	10/10/17	UPS STORE VF ups shipping	6729	210-42220.500 TRAINING, CONFERENCES, DU	10.20	13327	10/19/17
00710	10/14/17	UPS STORE VF ups shipping	6927	210-42220.432 VEHICLE MAINTENANCE	9.28	13327	10/19/17
36130	09/19/17	VERIZON WIRELESS STVW Phone svcs	9793005748	210-43110.535 TELEPHONE SERVICES	194.68	13328	10/19/17
07565	10/02/17	W B MASON CO INC Supplies	I48325356	210-45110.610 SUPPLIES	123.39	13334	10/19/17
23000	09/25/17	WHITCOMB ST shur pac	00682889	210-43120.610 PAVEMENT MAINTENANCE	266.88	13335	10/19/17
23000	09/27/17	WHITCOMB ST shur pac	00683002	210-43120.610 PAVEMENT MAINTENANCE	254.88	13335	10/19/17
V9941	10/06/17	BUSINESSCARD SERVICES SC BUFFET X 52 PEOPLE	091317D	225-45122.812 MEAL SITE EXPENSES	442.00	13212	10/19/17

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V9941	BUSINESSCARD SERVICES	10/06/17	SC CUTLERY & RECEIPT BKS 092817Q	225-45122.610 OPERATIONAL SUPP/EXP	204.88	13212	10/19/17
V9941	BUSINESSCARD SERVICES	10/06/17	SC RADA CUTLERY TO SELL 092817R	225-45122.612 FUND RAISER EXPENSES	429.50	13212	10/19/17
V9941	BUSINESSCARD SERVICES	10/06/17	SC MISC FOR CTR & MEALSIT 100417S	225-45122.812 MEAL SITE EXPENSES	20.38	13212	10/19/17
12265	RICOH USA, INC	09/26/17	SC monthly copies 5050589895	225-45122.610 OPERATIONAL SUPP/EXP	14.16	13301	10/19/17
09540	ADAMS APPLE ORHARD	10/11/17	MSP Apple Picking 101117D	226-45120.580 TRAVEL	198.00	13186	10/19/17
07305	AIRGAS USA LLC	09/30/17	Chemicals 9947782774	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	127.40	13188	10/19/17
42665	AMAZON/SYNCE	08/22/17	File Folders 008987897912	226-45121.610 SUPPLIES	24.97	13192	10/19/17
42665	AMAZON/SYNCE	08/23/17	PS Supplies 053095372843	226-45121.610 SUPPLIES	43.62	13194	10/19/17
42665	AMAZON/SYNCE	08/10/17	CMS Art 147959088877	226-45122.610 Supplies	67.52	13194	10/19/17
42665	AMAZON/SYNCE	08/23/17	VK Supplies 159315035668	226-45120.610 SUPPLIES	52.95	13194	10/19/17
42665	AMAZON/SYNCE	08/19/17	CMS Art 165308376064	226-45122.610 Supplies	51.97	13194	10/19/17
42665	AMAZON/SYNCE	08/18/17	VK First Aid 204121330407	226-45120.610 SUPPLIES	145.56	13194	10/19/17
42665	AMAZON/SYNCE	08/19/17	Amazon Fire Tablets 267052649874	226-45121.610 SUPPLIES	199.98	13194	10/19/17
42665	AMAZON/SYNCE	08/22/17	MSP Chairs 295729671110	226-45120.610 SUPPLIES	137.94	13194	10/19/17
42665	AMAZON/SYNCE	08/26/17	VK Supplies BCBGKUVZEDNG	226-45120.610 SUPPLIES	11.83	13194	10/19/17
42665	AMAZON/SYNCE	09/08/17	Summit Supplies BEEZODKXGHAQ	226-45120.610 SUPPLIES	51.14	13194	10/19/17
42665	AMAZON/SYNCE	08/30/17	MSP Supplies BJHGMCKCRWNS	226-45120.610 SUPPLIES	122.57	13194	10/19/17
42665	AMAZON/SYNCE	08/29/17	Flaming Supplies BLBJVANKBDXW	226-45120.610 SUPPLIES	50.78	13194	10/19/17
42665	AMAZON/SYNCE	08/27/17	Hiawatha Supplies BOTYUYQNMGRQ	226-45120.610 SUPPLIES	138.36	13194	10/19/17
42665	AMAZON/SYNCE	09/01/17	Keyboards BRZWOLFOASZ	226-45110.340 COMPUTER EXPENSES	1469.64	13194	10/19/17
42665	AMAZON/SYNCE	09/02/17	Hiawatha Supplies CJESVWTTLLQO	226-45120.610 SUPPLIES	27.87	13194	10/19/17
42665	AMAZON/SYNCE	08/30/17	Fleming Art CZBXPDOZBVVK	226-45120.610 SUPPLIES	78.57	13194	10/19/17
42665	AMAZON/SYNCE	09/01/17	Hiawatha Supplies KCOURHZKKJNO	226-45120.610 SUPPLIES	100.38	13194	10/19/17
42665	AMAZON/SYNCE	09/01/17	Hiawatha Supplies KSTCOMHCZOCK	226-45120.610 SUPPLIES	31.98	13194	10/19/17
42665	AMAZON/SYNCE	09/09/17	VK Late Fee L170910-7720	226-45120.610 SUPPLIES	3.28	13194	10/19/17

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42665	AMAZON/SYNCB	08/30/17 Supplies NNXVWKKPZEYL	226-45120.610 SUPPLIES	98.09	13194	10/19/17
42665	AMAZON/SYNCB	09/02/17 Fleming Supplies STBXBHQHXHID	226-45120.610 SUPPLIES	138.63	13194	10/19/17
42665	AMAZON/SYNCB	08/30/17 Office Labler WMGGOULAAAD	226-45120.610 SUPPLIES	32.48	13194	10/19/17
09965	BOLLER KATIE	10/12/17 VAEYC Conf Food 101217D	226-45121.500 TRAINING, CONF, DUES	25.00	13206	10/19/17
32285	CHAMPLAIN COLLEGE	10/11/17 C.Mclaughlin Tuition 101117D	226-45121.500 TRAINING, CONF, DUES	1785.00	13219	10/19/17
04940	COMCAST	09/23/17 Comcast 092317D	226-45121.530 COMMUNICATIONS	203.32	13226	10/19/17
04940	COMCAST	09/23/17 Comcast 092317D1	226-45110.530 COMMUNICATIONS	439.55	13227	10/19/17
09630	ELAN ACADEMY OF CLASSICAL	09/30/17 Space Rental 093017D	226-45115.330 OTHER PROFESSIONAL SVCS	575.00	13241	10/19/17
25590	FUN EXPRESS LLC	10/07/17 Halloween Supplies 685921287-01	226-45115.610 SUPPLIES	191.87	13257	10/19/17
25805	HENDRY CRYSTAL	10/12/17 VAEYC Conf Food 101217D	226-45121.500 TRAINING, CONF, DUES	25.00	13273	10/19/17
25455	LUCK BRAD	09/25/17 NRPA & VRPA Conf 092517D	226-45110.500 TRAINING, CONF, DUES	226.72	13284	10/19/17
25455	LUCK BRAD	09/25/17 NRPA & VRPA Conf 092517D	226-45110.500 TRAINING, CONF, DUES	2403.62	13284	10/19/17
25455	LUCK BRAD	09/25/17 NRPA & VRPA Conf 092517D	226-45110.500 TRAINING, CONF, DUES	79.72	13284	10/19/17
25455	LUCK BRAD	09/25/17 NRPA & VRPA Conf 092517D	226-45110.500 TRAINING, CONF, DUES	140.00	13284	10/19/17
25455	LUCK BRAD	09/25/17 NRPA & VRPA Conf 092517D	226-45120.500 TRAINING, CONF, DUES	265.07	13284	10/19/17
25455	LUCK BRAD	09/25/17 NRPA & VRPA Conf 092517D	226-45121.500 TRAINING, CONF, DUES	400.61	13284	10/19/17
25455	LUCK BRAD	09/25/17 NRPA & VRPA Conf 092517D	226-45220.550 TRAINING, CONF, DUES	400.61	13284	10/19/17
25810	MCCAFFREY AMY	10/12/17 VAEYC Conf Food Supplies 101217D	226-45121.610 SUPPLIES	25.65	13288	10/19/17
25810	MCCAFFREY AMY	10/12/17 VAEYC Conf Food Supplies 101217D	226-45121.500 TRAINING, CONF, DUES	97.37	13288	10/19/17
25810	MCCAFFREY AMY	10/12/17 VAEYC Conf Food Supplies 101217D	226-45121.500 TRAINING, CONF, DUES	25.00	13288	10/19/17
25800	MCLAUGHLIN CHRISTINA	10/12/17 VAEYC Conf Food 101217D	226-45121.500 TRAINING, CONF, DUES	25.00	13290	10/19/17
24960	NORTHEAST DELTA DENTAL	10/16/17 VA Nov dental 171016	226-45121.210 HEALTH INS & OTHER BENEFIT	322.03	13293	10/19/17
24960	NORTHEAST DELTA DENTAL	10/16/17 VA Nov dental 171016	226-45110.210 HEALTH INS & OTHER BENEFIT	80.51	13293	10/19/17
24960	NORTHEAST DELTA DENTAL	10/16/17 VA Nov dental 171016	226-45120.210 HEALTH INS & OTHER BENEFIT	402.54	13293	10/19/17
25835	PLUNKETT-DUNNING, SUSAN	10/16/17 Yoga Inst 101617D	226-45115.330 OTHER PROFESSIONAL SVCS	203.00	13297	10/19/17

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24830	10/11/17	REINHART FOODSERVICE Enrichment Snack 736010	226-45120.610 SUPPLIES	50.39	13299	10/19/17
24830	10/11/17	REINHART FOODSERVICE Snack 736181	226-45120.610 SUPPLIES	166.42	13299	10/19/17
41180	10/13/17	S&S WORLDWIDE VK Supplies 9888674	226-45120.610 SUPPLIES	128.78	13309	10/19/17
10435	10/09/17	SCREENMYLOGO.COM Womens Bball Shirts 15885	226-45115.610 SUPPLIES	102.50	13312	10/19/17
10435	10/09/17	SCREENMYLOGO.COM Over 30 Hoops Shirts 15887	226-45115.610 SUPPLIES	155.00	13312	10/19/17
09380	10/13/17	SEGARRA EMY Playgroup 101317D	226-45121.330 OTHER PROFESSIONAL SVCS	240.00	13314	10/19/17
25180	09/21/17	SOLLACE ADAM NAA Registration 092117D	226-45120.610 SUPPLIES	22.45	13317	10/19/17
25180	09/21/17	SOLLACE ADAM NAA Registration 092117D	226-45110.500 TRAINING, CONF, DUES	420.00	13317	10/19/17
25180	09/21/17	SOLLACE ADAM NAA Registration 092117D	226-45120.500 TRAINING, CONF, DUES	520.00	13317	10/19/17
VI035	10/17/17	HAMLIN/DONALD L.// CD AUG 17 CRESCENT CONNec 10171712833	230-46801.008 CRESCENT CONNECTOR	2900.00	13271	10/19/17
VI035	10/17/17	HAMLIN/DONALD L.// CD AUG 17 PEARL ST LINK B 10171717820	230-46801.007 PEARL ST. LINKING SIDEWAL	27408.04	13271	10/19/17
25580	08/22/17	CONTROL TECHNOLOGIES Door Access Control 110361	233-46801.004 MAINT GARAGE/CAMP ADDITIO	1000.00	13229	10/19/17
05290	09/28/17	ADVANCE AUTO PARTS VA washer fluid cap 552727139688	254-43200.610 SUPPLIES	0.40	13187	10/19/17
23435	09/30/17	CHAMPLAIN WATER DISTRICT VW Sept water usage 093017D	254-43210.411 CWD WATER PURC - GF	263306.40	13221	10/19/17
23435	09/30/17	CHAMPLAIN WATER DISTRICT VW Sept water usage 093017D	254-43200.411 CWD WATER PURCHASE	48006.21	13221	10/19/17
23435	09/30/17	CHAMPLAIN WATER DISTRICT VW Sept water usage 093017D	254-43200.412 STATE WATER TAX	1143.01	13221	10/19/17
23435	09/30/17	CHAMPLAIN WATER DISTRICT VW Sept water usage 093017D	254-43210.412 STATE WATER TAX - GF	6269.20	13221	10/19/17
27420	10/10/17	DAVE WHITCOMB'S SERVICE VW unit 2 inspection 8062	254-43200.432 VEHICLE MAINTENANCE	60.00	13234	10/19/17
38955	09/26/17	F W WEBB COMPANY VWSA distribution materia 56018839	254-43200.614 DISTRIBUTION MATERIALS	3374.91	13249	10/19/17
18000	08/02/17	FERGUSON WATERWORKS #590 VW valve boxes 0769376	254-43200.614 DISTRIBUTION MATERIALS	78.30	13250	10/19/17
18000	09/29/17	FERGUSON WATERWORKS #590 VW Orchard Terrace break 0782074	254-43200.430 WATER LINES MAINT-BREAKS	356.28	13250	10/19/17
24960	10/16/17	NORTHEAST DELTA DENTAL VA Nov dental 171016	254-43200.210 HEALTH INS & OTHER BENEFIT	201.27	13293	10/19/17
36130	09/19/17	VERIZON WIRELESS STVW Phone svcs 9793005748	254-43200.535 TELEPHONE SERVICES	139.48	13328	10/19/17
05290	09/28/17	ADVANCE AUTO PARTS VA washer fluid cap 552727139688	255-43200.610 SUPPLIES	0.40	13187	10/19/17
42625	10/04/17	ALDRICH & ELLIOTT PC WW Alk improvements Sept 77256	255-43330.012 ALKALINITY CNTRL INSTALLA	2796.66	13189	10/19/17

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11375	10/01/17	CASELLA WASTE MANAGEMENT WW Oct service 2700311	255-43200.565 GRIT DISPOSAL	918.66	13216	10/19/17
06870	10/10/17	ENDYNE INC WW weekly Tkn 245840	255-43200.577 CONTRACT LABORATORY SERVI	25.00	13242	10/19/17
25920	10/10/17	FIRE PRO TEC INC WWSA extinguisher svc 340664	255-43200.570 MAINTENANCE OTHER	680.80	13251	10/19/17
V9854	10/03/17	IDEXX DISTRIBUTION, INC. WW Ecoli supplies 3022059724	255-43200.618 SUPPLIES - LABORATORY	866.54	13275	10/19/17
24960	10/16/17	NORTHEAST DELTA DENTAL VA Nov dental 171016	255-43200.210 HEALTH INS & OTHER BENEFI	416.22	13293	10/19/17
12160	09/14/17	PEOPLES UNITED BANK WW rf1 148 wwtf uptrd bnd 091417D	255-43330.007 CWSRF RF1-148 ADMIN FEE	247860.99	13294	10/19/17
12160	09/14/17	PEOPLES UNITED BANK WW rf1 148 wwtf uptrd bnd 091417D	255-22501.002 CWSRF LOAN RF1-148	542589.59	13294	10/19/17
03180	10/01/17	SAFETY SYSTEMS OF VT LLC WW annual alarm service 17195	255-43200.570 MAINTENANCE OTHER	250.00	13310	10/19/17
40840	10/01/17	SOVERNET COMMUNICATIONS ( WW Sept phone , internet 3808252	255-43200.535 TELEPHONE SERVICES	178.63	13318	10/19/17
05290	09/28/17	ADVANCE AUTO PARTS VA washer fluid cap 552727139688	256-43200.610 SUPPLIES	4.79	13187	10/19/17
25650	10/03/17	BAU/HOPKINS SA HSP sta gas detect 1712378	256-43200.434 PUMP STATION MAINTENANCE	956.83	13202	10/19/17
38955	09/26/17	F W WEBB COMPANY VWSA distribution materia 56018839	256-43200.610 SUPPLIES	60.71	13249	10/19/17
38955	10/02/17	F W WEBB COMPANY SA max adaptor 560188392	256-43200.610 SUPPLIES	182.13	13249	10/19/17
25920	10/10/17	FIRE PRO TEC INC WWSA extinguisher svc 340664	256-43200.434 PUMP STATION MAINTENANCE	133.85	13251	10/19/17
24785	10/03/17	GRAINGER SA air valve 2 way 9572806413	256-43200.434 PUMP STATION MAINTENANCE	178.03	13267	10/19/17
24960	10/16/17	NORTHEAST DELTA DENTAL VA Nov dental 171016	256-43200.210 HEALTH INS & OTHER BENEFI	193.22	13293	10/19/17

10/23/17  
08:55 am

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17067 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 10/19/17 To 10/20/17 & Fund 2

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HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				1302562.10		

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
14400	10/14/17	ABOVE AND BEYOND VF cleaning svc 3191	210-42220.434 MAINT. BUILDINGS/GROUNDS	275.00	13338	10/26/17
42665	10/10/17	AMAZON/SYNCB BL BOOKS, DVDS, SUPPLIES 698520101017	210-45551.641 JUVEN COLLECTION-PRNT & E	71.89	13340	10/26/17
42665	10/10/17	AMAZON/SYNCB BL BOOKS, DVDS, SUPPLIES 698520101017	210-45551.640 ADULT COLLECTION-PRINT &	547.19	13340	10/26/17
42665	10/10/17	AMAZON/SYNCB BL BOOKS, DVDS, SUPPLIES 698520101017	210-45551.837 CHILDRENS PROGRAMS	15.80	13340	10/26/17
42665	10/10/17	AMAZON/SYNCB BL BOOKS, DVDS, SUPPLIES 698520101017	210-45551.610 SUPPLIES	187.06	13340	10/26/17
02420	10/22/17	AUTOZONE VF DEF fluid 3236067233	210-42220.432 VEHICLE MAINTENANCE	7.49	13342	10/26/17
00530	10/12/17	BRODART CO BL BOOKS B5130145	210-49346.001 ADULT COLLECTION-PRINT &	133.18	13345	10/26/17
00530	10/12/17	BRODART CO BL BOOKS B5130145	210-45551.610 SUPPLIES	6.30	13345	10/26/17
00530	10/12/17	BRODART CO BF BOOKS B5130398	210-49345.000 LIBRARY DONATION EXPENDIT	32.05	13345	10/26/17
00530	10/12/17	BRODART CO BL BOOKS B5130412	210-45551.610 SUPPLIES	5.40	13345	10/26/17
00530	10/12/17	BRODART CO BL BOOKS B5130412	210-45551.640 ADULT COLLECTION-PRINT &	90.59	13345	10/26/17
00530	10/16/17	BRODART CO BF BOOKS B5132276	210-49345.000 LIBRARY DONATION EXPENDIT	39.72	13345	10/26/17
00530	10/16/17	BRODART CO BL BOOKS B5132590	210-45551.640 ADULT COLLECTION-PRINT &	523.77	13345	10/26/17
00530	10/16/17	BRODART CO BL BOOKS B5132590	210-45551.610 SUPPLIES	27.00	13345	10/26/17
21500	10/13/17	CANON FINANCIAL SERVICES AD copier lease Nov 17813745	210-41320.442 LEASED SERVICES	245.00	13346	10/26/17
V10633	10/12/17	CCI SOLUTIONS BL supplies 00158485	210-45551.610 SUPPLIES	39.92	13347	10/26/17
38280	09/30/17	CRYSTAL ROCK BOTTLED WATE Drinking Water 093017D	210-45220.610 SUPPLIES	12.00	13353	10/26/17
27420	10/10/17	DAVE WHITCOMB'S SERVICE ST inspection #15 8063	210-43110.432 VEHICLE MAINTENANCE	60.00	13355	10/26/17
27420	10/16/17	DAVE WHITCOMB'S SERVICE ST inspection etc trk #1 8133	210-43110.432 VEHICLE MAINTENANCE	304.23	13355	10/26/17
25715	10/17/17	DONALD L. HAMLIN CONSULT ST class 1 paving coord 10171714830	210-43110.576 ENGINEERING SERVICES	880.89	13359	10/26/17
25715	10/17/17	DONALD L. HAMLIN CONSULT ST various proj eng 10171717810	210-43110.576 ENGINEERING SERVICES	1469.39	13359	10/26/17
35260	08/29/17	EAST COAST PRINTERS INC ST clothing 08251734	210-43110.612 UNIFORMS,BOOTS,ETC	157.70	13362	10/26/17
23215	09/30/17	ESSEX EQUIPMENT INC Tractor Parts 10656369-000	210-45220.610 SUPPLIES	46.20	13368	10/26/17
05395	10/11/17	FLEETMatics USA LLC ST equipment rentals 2054301	210-43110.442 EQUIPMENT RENTALS	280.00	13373	10/26/17
V10226	10/05/17	G & K SERVICES ST towels, hand cleaner 6295649836	210-43110.610 SUPPLIES	75.37	13374	10/26/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07010	10/09/17	Electricity 101017D	210-45220.622 ELECTRICAL SERVICE	529.89	13379	10/26/17
07010	10/10/17	Electricity 101017D1	210-45220.622 ELECTRICAL SERVICE	2115.51	13379	10/26/17
07010	10/13/17	WW Oct consolidated bills 10170206201	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	415.69	13380	10/26/17
07010	10/13/17	WW Oct consolidated bills 10170206201	210-43160.622 STREET LIGHTS - ELECTRICI	10044.91	13380	10/26/17
07010	10/13/17	WW Oct consolidated bills 10170206201	210-45551.622 ELECTRICAL SERVICE	1273.87	13380	10/26/17
07010	10/13/17	WW Oct consolidated bills 10170206201	210-42220.622 ELECTRICAL SERVICE	568.56	13380	10/26/17
07010	10/13/17	WW Oct consolidated bills 10170206201	210-41940.622 ELECTRICAL SERVICE	568.56	13380	10/26/17
07010	10/13/17	WW Oct consolidated bills 10170206201	210-43110.622 ELECTRICAL SERVICE	228.12	13380	10/26/17
37715	10/09/17	AD headset 34132	210-41320.610 SUPPLIES	397.72	13385	10/26/17
37715	10/17/17	LH telephone 34158	210-41940.434 MAINT. BUILDINGS/GROUNDS	80.00	13385	10/26/17
45410	10/12/17	VF dress uniforms 86470	210-42220.612 UNIFORMS,BOOTS,ETC	543.00	13387	10/26/17
45410	10/12/17	VF dress uniform 86471	210-42220.612 UNIFORMS,BOOTS,ETC	571.80	13387	10/26/17
45410	10/12/17	VF dress uniform 86472	210-42220.612 UNIFORMS,BOOTS,ETC	550.50	13387	10/26/17
45410	10/21/17	VF dress uniform 86647	210-42220.612 UNIFORMS,BOOTS,ETC	591.80	13387	10/26/17
45410	10/21/17	VF dress uniform 86648	210-42220.612 UNIFORMS,BOOTS,ETC	528.00	13387	10/26/17
08645	09/21/17	ST 2x4 02168	210-43110.610 SUPPLIES	6.08	13395	10/26/17
08645	09/06/17	Rain protection addition 02216	210-45220.610 SUPPLIES	188.02	13395	10/26/17
08645	09/07/17	VF wood for training 02591	210-42220.610 SUPPLIES	18.18	13395	10/26/17
24855	10/24/17	Checking Reimbursement 102417D	210-45110.550 PRINTING & ADVERTISING	25.02	13403	10/26/17
24855	10/24/17	Checking Reimbursement 102417D	210-45110.610 SUPPLIES	194.04	13403	10/26/17
25635	10/06/17	Painter Parts INV659357	210-45220.610 SUPPLIES	164.85	13407	10/26/17
42970	10/13/17	ST tires 30081637	210-43110.432 VEHICLE MAINTENANCE	654.04	13418	10/26/17
42970	10/13/17	ST tires 30081638	210-43110.432 VEHICLE MAINTENANCE	129.90	13418	10/26/17
42970	10/13/17	ST tires 30081639	210-43110.432 VEHICLE MAINTENANCE	91.00	13418	10/26/17
37965	10/05/17	ST Comm 3500 exterior 65576	210-43120.570 SIDEWALK AND CURB MAINTEN	216.00	13420	10/26/17

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
03180	10/01/17	SAFETY SYSTEMS OF VT LLC ST contractual svcs 17189	210-43125.570 CONTRACT SERVICES	250.00	13422	10/26/17
40840	10/15/17	SOVERNET COMMUNICATIONS ( ) VF phone svc 3815758	210-42220.535 TELEPHONE SERVICES	50.48	13427	10/26/17
07565	10/10/17	W B MASON CO INC Cleaning Supplies I48609271	210-45220.610 SUPPLIES	160.55	13438	10/26/17
21570	10/25/17	PETTY CASH - LOU ANN PIOL SCmisc center,trip,meals 171025D	225-45122.810 TRIP EXPENSES	20.00	13404	10/26/17
21570	10/25/17	PETTY CASH - LOU ANN PIOL SCmisc center,trip,meals 171025D	225-45122.610 OPERATIONAL SUPP/EXP	58.89	13404	10/26/17
21570	10/25/17	PETTY CASH - LOU ANN PIOL SCmisc center,trip,meals 171025D	225-45122.614 PROGRAM EXPENSES	54.91	13404	10/26/17
21570	10/25/17	PETTY CASH - LOU ANN PIOL SCmisc center,trip,meals 171025D	225-45122.812 MEAL SITE EXPENSES	39.31	13404	10/26/17
25915	10/19/17	GALLO ROSHELLE Art Supplies VK Summit 101917D	226-45120.610 SUPPLIES	27.95	13376	10/26/17
11030	10/09/17	GUARINOS SWIMMING POOL SV Pool Closing 0371813-IN	226-45124.330 OTHER PROFESSIONAL SVCS	3329.04	13381	10/26/17
08685	10/19/17	LANG FARM NURSERY Pumpkins 28351	226-45115.610 SUPPLIES	319.00	13391	10/26/17
24855	10/24/17	PETTY CASH - CAITLIN FAY Checking Reimbursement 102417D	226-34780.000 ADULT PROGRAMS	60.00	13403	10/26/17
24855	10/24/17	PETTY CASH - CAITLIN FAY Checking Reimbursement 102417D	226-34780.000 ADULT PROGRAMS	60.00	13403	10/26/17
24855	10/24/17	PETTY CASH - CAITLIN FAY Checking Reimbursement 102417D	226-34780.000 ADULT PROGRAMS	60.00	13403	10/26/17
24855	10/24/17	PETTY CASH - CAITLIN FAY Checking Reimbursement 102417D	226-34780.000 ADULT PROGRAMS	60.00	13403	10/26/17
24855	10/24/17	PETTY CASH - CAITLIN FAY Checking Reimbursement 102417D	226-34780.000 ADULT PROGRAMS	49.00	13403	10/26/17
24855	10/24/17	PETTY CASH - CAITLIN FAY Checking Reimbursement 102417D	226-45120.580 TRAVEL	40.00	13403	10/26/17
24855	10/24/17	PETTY CASH - CAITLIN FAY Checking Reimbursement 102417D	226-45110.536 POSTAGE	49.00	13403	10/26/17
24855	10/24/17	PETTY CASH - CAITLIN FAY Checking Reimbursement 102417D	226-45120.610 SUPPLIES	9.99	13403	10/26/17
24855	10/24/17	PETTY CASH - CAITLIN FAY Checking Reimbursement 102417D	226-45110.536 POSTAGE	49.00	13403	10/26/17
24855	10/24/17	PETTY CASH - CAITLIN FAY Checking Reimbursement 102417D	226-45120.610 SUPPLIES	15.42	13403	10/26/17
11145	09/27/17	RED BARN FUNDRAISING DC Coupon Bk Fundraiser 809	226-45115.610 SUPPLIES	1560.00	13411	10/26/17
24830	10/17/17	REINHART FOODSERVICE VK Snack 739482	226-45120.610 SUPPLIES	61.32	13412	10/26/17
24830	10/18/17	REINHART FOODSERVICE Vacation Camp Snack 739496	226-45120.610 SUPPLIES	108.03	13412	10/26/17
10435	10/16/17	SCREENMYLOGO.COM Halloween 5K Shirts 15902	226-45115.610 SUPPLIES	822.00	13423	10/26/17
45825	10/16/17	SPARE TIME Enrichment Bowling 004366	226-45120.330 OTHER PROFESSIONAL SVCS	54.00	13428	10/26/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23495	10/17/17	STUDENT TRANSPORTATION OF Fleming Field Trip 100B007021	226-45120.580 TRAVEL	120.57	13430	10/26/17
23495	10/23/17	STUDENT TRANSPORTATION OF Vacation Camp Bus 100B007070	226-45120.580 TRAVEL	215.76	13430	10/26/17
25315	10/12/17	VESPA'S PIZZA PASTA & DEL Summit VK Open House 101217D	226-45120.610 SUPPLIES	191.00	13435	10/26/17
10915	10/10/17	WHITCOMB'S LAND OF PUMPKI K-3 Vac Camp Trip 101917D	226-45120.580 TRAVEL	360.00	13440	10/26/17
31275	10/09/17	DON WESTON EXCAVATING INC VR Hillcrest sdwkl const PAYAP4	230-46801.015 HILLCREST SIDEWALK	34603.22	13358	10/26/17
25715	10/17/17	DONALD L. HAMLIN CONSULT VR Hillcrest sdwkl eng 10171716821	230-46801.015 HILLCREST SIDEWALK	474.46	13359	10/26/17
25715	10/17/17	DONALD L. HAMLIN CONSULT VR Greenwood strm drn eng 10171717808	230-46801.017 GREENWOOD DRAINAGE	323.68	13359	10/26/17
36240	09/18/17	DUBOIS & KING INC CD Crescent conn 7/1-9/14 917153	230-46801.008 CRESCENT CONNECTOR	26659.28	13360	10/26/17
22865	10/06/17	ENGINEERING VENTURES PC VC- main street ped bridg 0019213	230-46801.016 MAIN PED BRIDGE BC828	3091.50	13365	10/26/17
07010	10/13/17	GREEN MOUNTAIN POWER CORP WW Oct consolidated bills 10170206201	254-43200.622 ELECTRICAL SERVICE	40.32	13380	10/26/17
08955	10/17/17	ALLEN HOT SPRING SPAS WW 1 ton lime 11151162901	255-43200.619 CHEMICALS	529.00	13339	10/26/17
11870	10/12/17	CVC PAGING WW replacement page 10337993	255-43200.535 TELEPHONE SERVICES	91.95	13354	10/26/17
06870	10/16/17	ENDYNE INC WW weekly tkn 246389	255-43200.570 MAINTENANCE OTHER	25.00	13364	10/26/17
06870	10/19/17	ENDYNE INC WW weekly tkn 246809	255-43200.577 CONTRACT LABORATORY SERVI	25.00	13364	10/26/17
06870	10/19/17	ENDYNE INC WW Q3 batch land ap 246814	255-43200.577 CONTRACT LABORATORY SERVI	565.00	13364	10/26/17
23215	10/06/17	ESSEX EQUIPMENT INC WW hard hats 106547110001	255-43200.612 UNIFORMS,BOOTS,ETC	31.98	13367	10/26/17
V10616	10/05/17	EVOQUA WATER TECH LLC WW bulk bioxide 903286503	255-43200.619 CHEMICALS	9356.55	13369	10/26/17
38955	10/09/17	F W WEBB COMPANY WW pr gas meter line 562023762	255-43200.570 MAINTENANCE OTHER	42.86	13370	10/26/17
38955	10/09/17	F W WEBB COMPANY WW NaOH line 56347409	255-43200.570 MAINTENANCE OTHER	38.24	13370	10/26/17
38955	10/16/17	F W WEBB COMPANY WW bulk NaOH suction 56423248	255-43200.570 MAINTENANCE OTHER	139.84	13370	10/26/17
09050	10/06/17	HACH COMPANY WW asstd supplies, lab 10665173	255-43200.618 SUPPLIES - LABORATORY	1135.79	13383	10/26/17
23980	10/17/17	INTERSTATE ALL BATTERY CE WW admin e lights 190320100927	255-43200.570 MAINTENANCE OTHER	45.00	13386	10/26/17
V10347	07/25/17	L & R PEST ELIMINATION SE WW July service 143855	255-43200.570 MAINTENANCE OTHER	70.00	13390	10/26/17
V10347	08/08/17	L & R PEST ELIMINATION SE WW August service 144690	255-43200.570 MAINTENANCE OTHER	70.00	13390	10/26/17
V10347	09/27/17	L & R PEST ELIMINATION SE WW Sept service 145551	255-43200.570 MAINTENANCE OTHER	70.00	13390	10/26/17

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
V9454	10/13/17	LENNY'S SHOE & APP WW Mandigo 3149912	255-43200.612 UNIFORMS,BOOTS,ETC	351.99	13394	10/26/17
V9454	10/16/17	LENNY'S SHOE & APP WW Mandigo 3150502	255-43200.612 UNIFORMS,BOOTS,ETC	50.00	13394	10/26/17
08645	09/12/17	LOWES BUSINESS ACCT/SYNCB WW sump pump 06166	255-43200.570 MAINTENANCE OTHER	378.10	13395	10/26/17
08645	09/15/17	LOWES BUSINESS ACCT/SYNCB ww extension cords,hoses 09060	255-43200.570 MAINTENANCE OTHER	113.49	13395	10/26/17
08645	09/08/17	LOWES BUSINESS ACCT/SYNCB WW hose, hardware 09245	255-43200.570 MAINTENANCE OTHER	140.26	13395	10/26/17
08645	09/26/17	LOWES BUSINESS ACCT/SYNCB WW rope , clamps 09908	255-43200.570 MAINTENANCE OTHER	217.94	13395	10/26/17
08645	09/28/17	LOWES BUSINESS ACCT/SYNCB WW caustic feed 10369	255-43200.570 MAINTENANCE OTHER	219.12	13395	10/26/17
V97100	10/19/17	NEBRA WW dues adjustment 2183	255-43200.500 TRAINING, CONFERENCES, DU	50.00	13401	10/26/17
11695	10/11/17	PIONEER MOTORS & DRIVES, wW flow eq blower M2778	255-43200.570 MAINTENANCE OTHER	2808.98	13408	10/26/17
12775	10/18/17	PRATT & SMITH ELECTRICAL WW SH2 mixer 1 startup 6968	255-43200.570 MAINTENANCE OTHER	360.00	13409	10/26/17
12265	10/19/17	RICOH USA, INC WW copier lease , color 99594034	255-43200.610 SUPPLIES	324.35	13417	10/26/17
29260	09/15/17	SEARS & ROEBUCK WW wet vac accessories 01463209781	255-43200.570 MAINTENANCE OTHER	274.91	13424	10/26/17
V2124	10/14/17	STAPLES ADVANTAGE WW office supplies 3355991970	255-43200.610 SUPPLIES	120.52	13429	10/26/17
V2124	10/14/17	STAPLES ADVANTAGE WW office supplies 3355991972	255-43200.610 SUPPLIES	6.87	13429	10/26/17
V2124	10/14/17	STAPLES ADVANTAGE WW office supplies 3355991973	255-43200.610 SUPPLIES	15.14	13429	10/26/17
V2124	10/14/17	STAPLES ADVANTAGE WW office supplies 3355991974	255-43200.610 SUPPLIES	9.79	13429	10/26/17
V10409	10/18/17	WATER INDUSTRIES INC WW Venturi rebuild plus 124520	255-43200.570 MAINTENANCE OTHER	898.98	13439	10/26/17
27420	10/10/17	DAVE WHITCOMB'S SERVICE SA inspection #14 8064	256-43200.570 MAINTENANCE OTHER	60.00	13355	10/26/17
24785	10/13/17	GRAINGER SA stock 2 way valve 9583066098	256-43200.434 PUMP STATION MAINTENANCE	356.06	13378	10/26/17
07010	10/13/17	GREEN MOUNTAIN POWER CORP WW Oct consolidated bills 10170206201	256-43200.622 ELECTRICAL SERVICE	785.31	13380	10/26/17
07010	10/13/17	GREEN MOUNTAIN POWER CORP WW Oct consolidated bills 10170206201	256-43220.001 SUSIE WILSON PS COSTS	404.49	13380	10/26/17
07010	10/13/17	GREEN MOUNTAIN POWER CORP WW Oct consolidated bills 10170206201	256-43220.002 WEST ST PS COSTS	490.60	13380	10/26/17
12775	10/18/17	PRATT & SMITH ELECTRICAL SA HLA float replacement 6954	256-43220.001 SUSIE WILSON PS COSTS	571.20	13409	10/26/17
12775	10/18/17	PRATT & SMITH ELECTRICAL SA probe trouble shooting 6967	256-43200.434 PUMP STATION MAINTENANCE	90.00	13409	10/26/17

10/27/17

Town of Essex / Village of EJ Accounts Payable

08:42 am

Check Warrant Report # 17068 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 10/26/17 To 10/27/17 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				121010.19		

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
10510	10/06/17	Fuel Cans 716905	210-45220.610 SUPPLIES	65.94	13443	11/02/17
10510	10/09/17	Tools 716913	210-45220.610 SUPPLIES	22.99	13444	11/02/17
10510	10/09/17	Batteries 716914	210-45220.610 SUPPLIES	31.98	13445	11/02/17
10510	10/10/17	Gloves 716917	210-45220.610 SUPPLIES	8.99	13446	11/02/17
10510	10/24/17	Security Locks 716984	210-45220.610 SUPPLIES	93.96	13447	11/02/17
10510	10/24/17	Maint Supplies EJRP 716986A	210-45220.610 SUPPLIES	29.95	13448	11/02/17
24475	11/04/17	AntiFreeze/Vehicle Supp. 5677-123138	210-45220.626 GAS, GREASE & OIL	73.65	13449	11/02/17
31545	10/16/17	Advertising 101617D	210-45110.550 PRINTING & ADVERTISING	119.98	13457	11/02/17
05020	10/30/17	ST WATER/SEWER BILL 1017JK112INL	210-43110.410 WATER AND SEWER CHARGE	246.76	13461	11/02/17
05020	10/30/17	ST WATER/SEWER BILL 1017JKRKSHOP	210-43110.410 WATER AND SEWER CHARGE	293.66	13461	11/02/17
05020	10/30/17	ST WATER/SEWER BILL 1017JKSN0000	210-43110.410 WATER AND SEWER CHARGE	116.53	13461	11/02/17
05020	10/30/17	ST WATER/SEWER BILL 1017LNMPRK	210-43161.002 MEMORIAL PARK	246.59	13461	11/02/17
05020	10/30/17	ST WATER/SEWER BILL 1017MA18VILL	210-43161.001 VILLAGE GARDEN SPOTS	23.56	13461	11/02/17
05020	10/30/17	ST WATER/SEWER BILL 1017MA9VILL	210-43161.001 VILLAGE GARDEN SPOTS	31.86	13461	11/02/17
05020	10/30/17	ST WATER/SEWER BILL 1017RR26VILL	210-43161.001 VILLAGE GARDEN SPOTS	23.56	13461	11/02/17
21835	10/19/17	VF office 365 software 092617A	210-42220.610 SUPPLIES	105.99	13466	11/02/17
25410	09/18/17	AD clerk travel cone 357MG	210-41320.500 TRAINING, CONFERENCES, DU	146.59	13467	11/02/17
07010	10/20/17	PK ST SCHL 9/21-10/20-17 10202017D	210-49400.622 ELECTRICITY	278.47	13470	11/02/17
14025	10/10/17	VA LIFE INS-VILLAGE 171010153273	210-41320.210 HEALTH INS & OTHER BENEFIT	143.36	13471	11/02/17
14025	10/10/17	VA LIFE INS-VILLAGE 171010153273	210-43110.210 HEALTH INS & OTHER BENEFIT	162.49	13471	11/02/17
14025	10/10/17	VA LIFE INS-VILLAGE 171010153273	210-43151.210 HEALTH INS & OTHER BENEFIT	25.33	13471	11/02/17
14025	10/10/17	VA LIFE INS-VILLAGE 171010153273	210-45551.210 HEALTH INS & OTHER BENEFIT	286.74	13471	11/02/17
14025	10/10/17	VA LIFE INS-VILLAGE 171010153273	210-41970.210 HEALTH INS & OTHER BENEFIT	95.58	13471	11/02/17
14025	10/10/17	VA LIFE INS-VILLAGE 171010153273	210-41335.210 HEALTH INS & OTHER BENEFIT	47.79	13471	11/02/17
14025	10/10/17	VA LIFE INS-VILLAGE 171010153273	210-45110.210 HEALTH INS & OTHER BENEFIT	191.16	13471	11/02/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14025	10/10/17	VA LIFE INS-VILLAGE 171010153273	210-45220.210 HEALTH INS & OTHER BENEFIT	47.79	13471	11/02/17
01780	10/09/17	Dog Park Bags 179342	210-45220.610 SUPPLIES	590.74	13479	11/02/17
23420	10/24/17	Portolets T-154102	210-45220.442 EQUIPMENT RENTAL	200.00	13482	11/02/17
24855	11/01/17	Petty Cash CK Reimburse 110117D	210-45110.330 OTHER PROFESSIONAL SVCS	50.00	13483	11/02/17
24855	11/01/17	Petty Cash CK Reimburse 110117D	210-45110.330 OTHER PROFESSIONAL SVCS	20.00	13483	11/02/17
24855	11/01/17	Petty Cash CK Reimburse 110117D	210-45110.550 PRINTING & ADVERTISING	49.99	13483	11/02/17
24855	11/01/17	Petty Cash CK Reimburse 110117D	210-45110.330 OTHER PROFESSIONAL SVCS	20.00	13483	11/02/17
43320	10/20/17	ED TRAIN HOP BANNER 5845	210-41335.810 COMMUNITY EVENTS & PROGRA	45.00	13491	11/02/17
36130	10/18/17	VA 9/19-10/18/17 VERIZON 9794698244	210-41970.535 TELEPHONE SERVICES	40.00	13502	11/02/17
36130	10/18/17	VA 9/19-10/18/17 VERIZON 9794698244	210-42220.535 TELEPHONE SERVICES	160.05	13502	11/02/17
29825	10/20/17	VT Gas 102017D	210-45220.623 HEATING/NATURAL GAS	67.37	13503	11/02/17
29825	10/20/17	VT Gas 102017D1	210-45220.623 HEATING/NATURAL GAS	140.49	13503	11/02/17
V9968	10/19/17	VA NOV VISION-VILLAGE 171019	210-41320.210 HEALTH INS & OTHER BENEFIT	46.93	13507	11/02/17
V9968	10/19/17	VA NOV VISION-VILLAGE 171019	210-43110.210 HEALTH INS & OTHER BENEFIT	53.19	13507	11/02/17
V9968	10/19/17	VA NOV VISION-VILLAGE 171019	210-43151.210 HEALTH INS & OTHER BENEFIT	8.29	13507	11/02/17
V9968	10/19/17	VA NOV VISION-VILLAGE 171019	210-45551.210 HEALTH INS & OTHER BENEFIT	93.87	13507	11/02/17
V9968	10/19/17	VA NOV VISION-VILLAGE 171019	210-41970.210 HEALTH INS & OTHER BENEFIT	31.29	13507	11/02/17
V9968	10/19/17	VA NOV VISION-VILLAGE 171019	210-41335.210 HEALTH INS & OTHER BENEFIT	15.65	13507	11/02/17
V9968	10/19/17	VA NOV VISION-VILLAGE 171019	210-45110.210 HEALTH INS & OTHER BENEFIT	62.58	13507	11/02/17
V9968	10/19/17	VA NOV VISION-VILLAGE 171019	210-45220.210 HEALTH INS & OTHER BENEFIT	15.65	13507	11/02/17
29825	10/20/17	WW 9/20-10/18/17 1017	210-43110.623 HEATING/NATURAL GAS	80.37	13510	11/02/17
29825	10/20/17	WW 9/20-10/18/17 1017	210-45551.623 HEATING/NATURAL GAS	103.39	13510	11/02/17
29825	10/20/17	WW 9/20-10/18/17 1017	210-41940.623 HEATING/NATURAL GAS	138.05	13510	11/02/17
29825	10/20/17	WW 9/20-10/18/17 1017	210-42220.623 HEATING/NATURAL GAS	58.64	13510	11/02/17
30210	10/26/17	CD PLANNING/ZONE WORKSHOP 201719093	210-41970.500 TRAINING, CONF, DUES	60.00	13511	11/02/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07565	10/05/17	SC ITEMS MEALS CTR VEJ 148475732	210-41940.610 SUPPLIES	29.99	13515	11/02/17
07565	10/20/17	Hand Soap I48761808	210-45220.610 SUPPLIES	33.57	13515	11/02/17
07565	10/19/17	Cleaning Supplies I48913937	210-45220.610 SUPPLIES	165.33	13515	11/02/17
01930	10/04/17	SC SOUP & LUNCH @ CTE 671889	225-45122.812 MEAL SITE EXPENSES	334.00	13454	11/02/17
01930	10/04/17	SC SOUP & LUNCH @ CTE 671889	225-45122.614 PROGRAM EXPENSES	15.00	13454	11/02/17
31545	10/18/17	SC FOOD FOR FALL FLING 171018D	225-45122.614 PROGRAM EXPENSES	123.40	13457	11/02/17
31545	10/25/17	SC CAKE & IC FOR POTLUCK 171025D	225-45122.812 MEAL SITE EXPENSES	31.98	13457	11/02/17
21570	11/02/17	SC start up for craft fai 110117	225-15101.000 SR CTR EXCHANGE	400.00	13484	11/02/17
14740	10/12/17	SC PAPER TOWEL DISPENSER W210421	225-45122.610 OPERATIONAL SUPP/EXP	89.05	13500	11/02/17
07565	10/05/17	SC ITEMS MEALS CTR VEJ 148475732	225-45122.812 MEAL SITE EXPENSES	289.94	13515	11/02/17
07565	10/05/17	SC ITEMS MEALS CTR VEJ 148475732	225-45122.610 OPERATIONAL SUPP/EXP	128.91	13515	11/02/17
07565	10/06/17	SC ITEMS FOR MEALS & CTR 148525020	225-45122.610 OPERATIONAL SUPP/EXP	32.87	13515	11/02/17
07565	10/06/17	SC ITEMS FOR MEALS & CTR 148525020	225-45122.812 MEAL SITE EXPENSES	24.82	13515	11/02/17
07565	10/06/17	SC ITEMS FOR MEALS & CTR 148525020	225-45122.614 PROGRAM EXPENSES	1.94	13515	11/02/17
07565	10/19/17	SC ITEMS FOR EVENTS 148909913	225-45122.614 PROGRAM EXPENSES	12.70	13515	11/02/17
25595	10/25/17	CPR Course 22057697	226-45115.330 OTHER PROFESSIONAL SVCS	108.00	13441	11/02/17
24475	11/04/17	AntiFreeze/Vehicle Supp. 5677-123138	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	71.88	13449	11/02/17
25370	11/04/17	Harvest Fest Bouncy House 110417D	226-45120.330 OTHER PROFESSIONAL SVCS	175.00	13451	11/02/17
25310	09/22/17	Mileage Reimbursement 092217D	226-45120.580 TRAVEL	84.53	13452	11/02/17
V10327	08/16/17	K.Boller Class 081617D	226-45121.500 TRAINING, CONF, DUES	1566.00	13456	11/02/17
31545	10/25/17	Halloween Celebration 102517D	226-45115.610 SUPPLIES	116.12	13457	11/02/17
25390	09/18/17	EJRP VK advertisement 091817B	226-45120.330 OTHER PROFESSIONAL SVCS	15.00	13464	11/02/17
25390	09/18/17	EJRP PS advertisement 091817C	226-45121.330 OTHER PROFESSIONAL SVCS	15.00	13464	11/02/17
25390	09/19/17	EJRP meeting food 091917A	226-45120.610 SUPPLIES	20.26	13464	11/02/17
25390	09/26/17	EJRP staff food 092717D	226-45120.610 SUPPLIES	93.00	13464	11/02/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25390	10/02/17	FIRST NATIONAL BANK OMAHA EJRP youth bball coaches 100217E	226-45115.610 SUPPLIES	64.32	13464	11/02/17
25390	10/03/17	FIRST NATIONAL BANK OMAHA EJRP parents nite drinks 100317F	226-45120.610 SUPPLIES	13.06	13464	11/02/17
25390	10/04/17	FIRST NATIONAL BANK OMAHA EJRP NEYRC Christina 100417G	226-45121.500 TRAINING, CONF, DUES	105.00	13464	11/02/17
25390	10/04/17	FIRST NATIONAL BANK OMAHA EJRP NAECY Amy 100417H	226-45121.500 TRAINING, CONF, DUES	105.00	13464	11/02/17
25390	10/04/17	FIRST NATIONAL BANK OMAHA EJRP garden party food 100417I	226-45115.610 SUPPLIES	49.41	13464	11/02/17
25390	10/11/17	FIRST NATIONAL BANK OMAHA EJRP pumpkin walk 100917K	226-45115.610 SUPPLIES	76.95	13464	11/02/17
25390	10/13/17	FIRST NATIONAL BANK OMAHA EJRP books 101317LM	226-45121.610 SUPPLIES	15.22	13464	11/02/17
25590	10/19/17	FUN EXPRESS LLC Halloween 686189843-01	226-45115.610 SUPPLIES	129.49	13468	11/02/17
14025	10/10/17	LINCOLN NATIONAL LIFE INS VA LIFE INS-VILLAGE 171010153273	226-45120.210 HEALTH INS & OTHER BENEFI	238.95	13471	11/02/17
14025	10/10/17	LINCOLN NATIONAL LIFE INS VA LIFE INS-VILLAGE 171010153273	226-45121.210 HEALTH INS & OTHER BENEFI	191.16	13471	11/02/17
14025	10/10/17	LINCOLN NATIONAL LIFE INS VA LIFE INS-VILLAGE 171010153273	226-45110.210 HEALTH INS & OTHER BENEFI	47.79	13471	11/02/17
24845	10/25/17	MAZZA FARM STAND Field Trip 102517D	226-45120.580 TRAVEL	312.50	13477	11/02/17
11915	10/25/17	NOTTE KAREN ANN Oula Inst 102517D	226-45115.330 OTHER PROFESSIONAL SVCS	70.00	13481	11/02/17
24855	11/01/17	PETTY CASH - CAITLIN FAY Petty Cash CK Reimburse 110117D	226-45120.610 SUPPLIES	24.71	13483	11/02/17
24855	11/01/17	PETTY CASH - CAITLIN FAY Petty Cash CK Reimburse 110117D	226-45120.610 SUPPLIES	41.32	13483	11/02/17
24855	11/01/17	PETTY CASH - CAITLIN FAY Petty Cash CK Reimburse 110117D	226-45115.610 SUPPLIES	54.48	13483	11/02/17
24855	11/01/17	PETTY CASH - CAITLIN FAY Petty Cash CK Reimburse 110117D	226-45115.610 SUPPLIES	41.94	13483	11/02/17
24830	10/11/17	REINHART FOODSERVICE CREDIT 735829	226-45120.610 SUPPLIES	-30.96	13487	11/02/17
24830	10/25/17	REINHART FOODSERVICE VK Snack 744159	226-45120.610 SUPPLIES	147.66	13487	11/02/17
24830	10/25/17	REINHART FOODSERVICE VK Snack 744669	226-45120.610 SUPPLIES	137.23	13487	11/02/17
24830	10/31/17	REINHART FOODSERVICE VK Snack 747752	226-45120.610 SUPPLIES	96.60	13487	11/02/17
24830	10/31/17	REINHART FOODSERVICE VK Snack 747754	226-45120.610 SUPPLIES	224.83	13487	11/02/17
41180	10/13/17	S&S WORLDWIDE VK Supplies 9903652	226-45120.610 SUPPLIES	8.39	13490	11/02/17
41180	10/17/17	S&S WORLDWIDE VK Supplies 9908570	226-45120.610 SUPPLIES	25.99	13490	11/02/17
25180	10/17/17	SOLLACE ADAM Bus Inspect. Reimb. 101717D	226-45120.330 OTHER PROFESSIONAL SVCS	79.33	13495	11/02/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25180	10/24/17	NAA Reg D.Malm 102417D	226-45120.500 TRAINING, CONF, DUES	520.00	13495	11/02/17
45825	10/23/17	Enrichment Bowling 004373	226-45120.330 OTHER PROFESSIONAL SVCS	72.00	13497	11/02/17
23495	10/30/17	Mazzas Bus 100B007108	226-45120.580 TRAVEL	93.67	13499	11/02/17
25315	10/26/17	VK Training Food 102617D	226-45120.610 SUPPLIES	46.00	13504	11/02/17
V9968	10/19/17	VA NOV VISION-VILLAGE 171019	226-45120.210 HEALTH INS & OTHER BENEFIT	78.23	13507	11/02/17
V9968	10/19/17	VA NOV VISION-VILLAGE 171019	226-45121.210 HEALTH INS & OTHER BENEFIT	62.58	13507	11/02/17
V9968	10/19/17	VA NOV VISION-VILLAGE 171019	226-45110.210 HEALTH INS & OTHER BENEFIT	15.65	13507	11/02/17
31275	10/24/17	CR ESSEX PEARL ST LINK ST 8	230-46801.007 PEARL ST. LINKING SIDEWAL	592197.69	13458	11/02/17
05020	10/30/17	VW WATER/SEWER BILL 1017JK00BSNK	254-43200.410 WATER AND SEWER CHARGE	23.56	13461	11/02/17
14025	10/10/17	VA LIFE INS-VILLAGE 171010153273	254-43200.210 HEALTH INS & OTHER BENEFIT	119.47	13471	11/02/17
V9968	10/19/17	VA NOV VISION-VILLAGE 171019	254-43200.210 HEALTH INS & OTHER BENEFIT	39.11	13507	11/02/17
29825	10/20/17	WW 9/20-10/18/17 1017	254-43200.623 HEATING/NATURAL GAS	34.66	13510	11/02/17
V0248	10/19/17	WW BULK CAUSTIC 244917	255-43200.619 CHEMICALS	7272.80	13450	11/02/17
06870	10/24/17	WW BATCH MPN FECAL 247133	255-43200.577 CONTRACT LABORATORY SERVI	640.00	13459	11/02/17
06870	10/26/17	WW WEEKLY TKN 247360	255-43200.577 CONTRACT LABORATORY SERVI	25.00	13459	11/02/17
05020	10/30/17	WW WATER/SEWER BILL 1017CATP0001	255-43200.410 WATER AND SEWER CHARGE	77.14	13461	11/02/17
05020	10/30/17	WW WATER/SEWER BILL 1017CATP0002	255-43200.410 WATER AND SEWER CHARGE	458.86	13461	11/02/17
05020	10/30/17	WW WATER/SEWER BILL 1017CATPDEWA	255-43200.410 WATER AND SEWER CHARGE	98.35	13461	11/02/17
05020	10/30/17	WW WATER/SEWER BILL 1017CATPEQBL	255-43200.410 WATER AND SEWER CHARGE	68.05	13461	11/02/17
05020	10/30/17	WW WATER/SEWER BILL 1017CATPFLTR	255-43200.410 WATER AND SEWER CHARGE	98.35	13461	11/02/17
05020	10/30/17	WW WATER/SEWER BILL 1017WWTFCONT	255-43200.410 WATER AND SEWER CHARGE	98.35	13461	11/02/17
38955	10/20/17	WW .5 NYLABRAID CHEM STOR 56422984	255-43200.570 MAINTENANCE OTHER	246.00	13463	11/02/17
38955	10/24/17	WW PVC STOCK DEW FLUSH 56540262	255-43200.577 CONTRACT LABORATORY SERVI	13.01	13463	11/02/17
21740	09/22/17	WW ovens lab break 05547A	255-43200.610 SUPPLIES	29.92	13465	11/02/17
21740	09/22/17	WW ovens lab break 05547A	255-43200.618 SUPPLIES - LABORATORY	132.00	13465	11/02/17

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08:26 am

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17069 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 11/02/17 To 11/03/17 & Fund 2

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
21740	10/19/17	FIRST NATIONAL BANK OMAHA WW Free Press Sept 092817C	255-43200.610 SUPPLIES	22.00	13465	11/02/17
21740	10/04/17	FIRST NATIONAL BANK OMAHA WW 2G throttle lab 100617D	255-43200.626 GAS,GREASE AND OIL	12.12	13465	11/02/17
21740	10/04/17	FIRST NATIONAL BANK OMAHA WW asstd maint 101217E	255-43200.570 MAINTENANCE OTHER	123.88	13465	11/02/17
21740	10/13/17	FIRST NATIONAL BANK OMAHA WW PW WW team building 101317F	255-43200.500 TRAINING, CONFERENCES, DU	14.77	13465	11/02/17
21740	10/24/17	FIRST NATIONAL BANK OMAHA WW 2 courses LaJoy 1079005001B	255-43200.500 TRAINING, CONFERENCES, DU	270.00	13465	11/02/17
14025	10/10/17	LINCOLN NATIONAL LIFE INS VA LIFE INS-VILLAGE 171010153273	255-43200.210 HEALTH INS & OTHER BENEFIT	247.07	13471	11/02/17
36130	10/18/17	VERIZON WIRELESS VA 9/19-10/18/17 VERIZON 9794698244	255-43200.535 TELEPHONE SERVICES	136.26	13502	11/02/17
V9968	10/19/17	VISION SERVICE PLAN- VA NOV VISION-VILLAGE 171019	255-43200.210 HEALTH INS & OTHER BENEFIT	80.89	13507	11/02/17
29825	10/20/17	VT GAS SYSTEMS WW 9/20-10/18/17 1017	255-43200.623 HEATING/NATURAL GAS	389.33	13510	11/02/17
07565	10/25/17	W B MASON CO INC WW PAPER 149088465	255-43200.610 SUPPLIES	28.99	13515	11/02/17
05020	10/30/17	ESSEX JCT VILLAGE OF WW WATER/SEWER BILL 10170COLHSPS	256-43200.410 WATER AND SEWER CHARGE	68.05	13461	11/02/17
14025	10/10/17	LINCOLN NATIONAL LIFE INS VA LIFE INS-VILLAGE 171010153273	256-43200.210 HEALTH INS & OTHER BENEFIT	114.70	13471	11/02/17
V9968	10/19/17	VISION SERVICE PLAN- VA NOV VISION-VILLAGE 171019	256-43200.210 HEALTH INS & OTHER BENEFIT	37.55	13507	11/02/17
29825	10/20/17	VT GAS SYSTEMS WW 9/20-10/18/17 1017	256-43220.001 SUSIE WILSON PS COSTS	34.99	13510	11/02/17
29825	10/20/17	VT GAS SYSTEMS WW 9/20-10/18/17 1017	256-43220.002 WEST ST PS COSTS	35.84	13510	11/02/17
29825	10/20/17	VT GAS SYSTEMS WW 9/20-10/18/17 1017	256-43200.623 HEATING/NATURAL GAS	37.55	13510	11/02/17

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08:26 am

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17069 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 11/02/17 To 11/03/17 & Fund 2

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				615575.89		

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	10/12/17	ST brk & eng cleaners 552728555792	210-43110.610 SUPPLIES	62.28	13519	11/09/17
05290	ADVANCE AUTO PARTS	10/19/17	STVWSA hydraulic hose 552729270132	210-43110.610 SUPPLIES	118.67	13519	11/09/17
05290	ADVANCE AUTO PARTS	10/24/17	ST spray 552729749540	210-43110.432 VEHICLE MAINTENANCE	76.06	13519	11/09/17
05290	ADVANCE AUTO PARTS	10/24/17	ST brake pad 552729749555	210-43110.432 VEHICLE MAINTENANCE	175.39	13519	11/09/17
05290	ADVANCE AUTO PARTS	10/26/17	ST gas,grease, oil 552729949701	210-43110.626 GAS,GREASE AND OIL	32.30	13519	11/09/17
05290	ADVANCE AUTO PARTS	10/26/17	ST trailer connector 552729949706	210-43110.432 VEHICLE MAINTENANCE	2.90	13519	11/09/17
V9976	AVONDA AIR SYSTEMS, INC	10/20/17	BL BUILDING MAINTENANCE 3592	210-45551.436 ALARM SYSTEM MAINTENANCE	274.00	13523	11/09/17
23635	BAY STATE ELEVATOR COMPAN	11/01/17	BL building maint 459314	210-45551.434 MAINT. BUILDINGS/GROUNDS	288.70	13527	11/09/17
10510	BLUE TARP FINANCIAL INC	09/01/17	ST cement 16770E	210-43151.430 STORM SEWER MAINTENANCE	18.89	13533	11/09/17
10510	BLUE TARP FINANCIAL INC	08/29/17	VF trash bags 706755B	210-42220.610 SUPPLIES	35.07	13533	11/09/17
10510	BLUE TARP FINANCIAL INC	08/28/17	ST chlorine 716750A	210-43161.002 MEMORIAL PARK	19.79	13533	11/09/17
10510	BLUE TARP FINANCIAL INC	08/29/17	ST battery 716756C	210-43110.610 SUPPLIES	20.30	13533	11/09/17
10510	BLUE TARP FINANCIAL INC	08/29/17	ST battery 716757D	210-43110.610 SUPPLIES	9.61	13533	11/09/17
10510	BLUE TARP FINANCIAL INC	09/01/17	ST saw blades 716771F	210-43110.610 SUPPLIES	37.31	13533	11/09/17
10510	BLUE TARP FINANCIAL INC	09/05/17	VF cleaning supplies 716781G	210-42220.610 SUPPLIES	11.99	13533	11/09/17
10510	BLUE TARP FINANCIAL INC	09/06/17	ST simple green 716789H	210-43110.610 SUPPLIES	11.99	13533	11/09/17
10510	BLUE TARP FINANCIAL INC	09/06/17	ST bleach,tape 716794I	210-43110.610 SUPPLIES	13.82	13533	11/09/17
10510	BLUE TARP FINANCIAL INC	09/19/17	ST blade,recip 716838L	210-43110.610 SUPPLIES	29.41	13533	11/09/17
10510	BLUE TARP FINANCIAL INC	09/27/17	ST hose coupler 716858A	210-43110.610 SUPPLIES	12.58	13533	11/09/17
10510	BLUE TARP FINANCIAL INC	10/06/17	LH supplies 716908	210-41320.610 SUPPLIES	21.99	13536	11/09/17
10510	BLUE TARP FINANCIAL INC	10/18/17	ST street supplies 716955	210-43110.610 SUPPLIES	44.97	13536	11/09/17
10510	BLUE TARP FINANCIAL INC	10/19/17	ST street supply 716963G	210-43110.610 SUPPLIES	21.74	13536	11/09/17
10510	BLUE TARP FINANCIAL INC	10/19/17	ST street supply 716966	210-43110.610 SUPPLIES	7.99	13536	11/09/17
10510	BLUE TARP FINANCIAL INC	10/24/17	ST battery 716992L	210-43110.610 SUPPLIES	5.39	13536	11/09/17
00530	BRODART CO	10/18/17	BF BOOKS B5134678	210-49345.000 LIBRARY DONATION EXPENDIT	16.30	13540	11/09/17

11/09/17

Town of Essex / Village of EJ Accounts Payable

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Check Warrant Report # 17070 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 11/09/17 To 11/09/17 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	10/18/17	BL BOOKS B5134914	210-49346.001	52.70	13540	11/09/17
00530	10/18/17	BL BOOKS B5134946	210-45551.640	87.56	13540	11/09/17
00530	10/18/17	BL BOOKS B5134946	210-45551.610	3.60	13540	11/09/17
00530	10/19/17	BL BOOKS B5135729	210-49346.001	55.42	13540	11/09/17
00530	10/19/17	BL BOOKS B5136060	210-45551.640	15.80	13540	11/09/17
00530	10/19/17	BL BOOKS B5136060	210-45551.610	0.90	13540	11/09/17
00530	10/19/17	BL BOOKS B5136061	210-45551.640	14.92	13540	11/09/17
00530	10/19/17	BL BOOKS B5136061	210-45551.610	0.90	13540	11/09/17
00530	10/19/17	BL BOOKS B5136184	210-45551.640	14.84	13540	11/09/17
00530	10/19/17	BL BOOKS B5136184	210-45551.610	0.90	13540	11/09/17
00530	10/20/17	BF BOOKS B5136854	210-49345.000	16.85	13540	11/09/17
00530	10/25/17	BL BOOKS B5140644	210-45551.641	38.69	13540	11/09/17
00530	10/25/17	BL BOOKS B5140644	210-45551.610	2.70	13540	11/09/17
00530	10/25/17	BF BOOKS B5140850	210-49345.000	33.11	13540	11/09/17
00530	10/25/17	BL books B5140879	210-45551.641	11.40	13540	11/09/17
00530	10/25/17	BL books B5140879	210-45551.610	0.90	13540	11/09/17
00530	10/25/17	BL books B5140883	210-45551.641	135.98	13540	11/09/17
00530	10/25/17	BL books B5140883	210-45551.610	10.80	13540	11/09/17
00530	10/26/17	BL books B5142632	210-45551.641	15.83	13540	11/09/17
00530	10/26/17	BL books B5142632	210-45551.610	0.90	13540	11/09/17
00530	10/26/17	BL books B5142758	210-45551.641	275.54	13540	11/09/17
00530	10/26/17	BL books B5142758	210-45551.610	22.50	13540	11/09/17
00530	10/31/17	BL books B5144579	210-45551.641	68.75	13540	11/09/17
00530	10/31/17	BL books B5144579	210-45551.610	5.40	13540	11/09/17
16030	10/29/17	VF station elec work 32540	210-42220.434	410.56	13542	11/09/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
21015	10/30/17	VF exterior door work 103017D	210-42220.434 MAINT. BUILDINGS/GROUNDS	302.00	13544	11/09/17
23170	10/31/17	VA vehicle gas Oct CL210664	210-42220.626 GAS,GREASE AND OIL	524.75	13547	11/09/17
23170	10/31/17	VA vehicle gas Oct CL210664	210-43110.626 GAS,GREASE AND OIL	1011.66	13547	11/09/17
23170	10/31/17	VA vehicle gas Oct CL210664	210-45220.626 GAS, GREASE & OIL	155.29	13547	11/09/17
33190	10/28/17	VF 8E5 svc RC63444	210-42220.432 VEHICLE MAINTENANCE	728.03	13549	11/09/17
23525	10/25/17	ST led light 396093	210-43110.432 VEHICLE MAINTENANCE	74.00	13551	11/09/17
04940	10/27/17	VF internet svc 0179210 10/2	210-42220.535 TELEPHONE SERVICES	125.80	13553	11/09/17
04940	10/12/17	ST tv internet 10122017D	210-43125.610 WINTER MAINTENANCE	29.34	13554	11/09/17
04940	10/12/17	ST tv internet 10122017D	210-43110.610 SUPPLIES	149.33	13554	11/09/17
V10227	10/24/17	BL SUPPLIES 00070227541	210-45551.610 SUPPLIES	238.35	13562	11/09/17
35260	10/24/17	STSA uniform boots 10171773	210-43110.612 UNIFORMS,BOOTS,ETC	168.00	13570	11/09/17
V10576	11/01/17	Oct web host/support 2396	210-41320.340 COMPUTER EXPENSES	129.00	13571	11/09/17
01010	10/26/17	ST propane 324205	210-43110.610 SUPPLIES	14.39	13575	11/09/17
05020	10/30/17	LH WATER BILL 1017LNC5002	210-41940.410 WATER AND SEWER CHARGE	156.67	13579	11/09/17
05020	10/30/17	BL WATER BILL 1017LNCS06	210-45551.410 WATER AND SEWER CHARGE	276.28	13579	11/09/17
05020	10/31/17	LH WATER BILL 1017LNO2SPRI	210-41940.410 WATER AND SEWER CHARGE	247.60	13579	11/09/17
05020	10/30/17	VF water bill 1017PE0102	210-42220.410 WATER AND SEWER CHARGE	189.25	13579	11/09/17
25600	10/18/17	VF EMS supplies 393	210-42220.615 EMS SUPPLIES	77.55	13583	11/09/17
V0797	10/30/17	LH boiler repair 911866	210-41940.434 MAINT. BUILDINGS/GROUNDS	201.00	13588	11/09/17
34895	11/01/17	Oct trash 21 Park St 1263915	210-49400.565 RUBBISH REMOVAL	73.61	13597	11/09/17
23560	11/01/17	AD stamp pads 79149	210-41320.610 SUPPLIES	35.10	13598	11/09/17
37700	10/25/17	ST lamp 9300709044	210-43110.434 MAINT. BUILDINGS/GROUNDS	75.60	13600	11/09/17
21055	10/31/17	BL courier 61084	210-45551.536 POSTAGE/DELIVERY	135.00	13602	11/09/17
14910	10/06/17	BF youth program 10062017RG	210-49345.000 LIBRARY DONATION EXPENDIT	125.00	13607	11/09/17
33495	10/17/17	BL BOOKS 30934861	210-45551.640 ADULT COLLECTION-PRINT &	80.55	13615	11/09/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
33495	10/24/17	BL books 31046001	210-45551.640	121.94	13615	11/09/17
11710	11/06/17	VF employee assistance 100217D	210-42220.200	216.00	13618	11/09/17
45410	10/27/17	VF dress uniform 86792	210-42220.612	573.00	13619	11/09/17
45410	10/27/17	VF dress uniforms 86793	210-42220.612	615.50	13619	11/09/17
05010	10/26/17	CD PC legal ad for Nov 121846	210-41970.550	66.30	13634	11/09/17
24100	10/11/17	ST signs, post 164738	210-43110.617	179.80	13643	11/09/17
25140	10/20/17	ST asphalt 953790	210-43120.610	437.72	13648	11/09/17
26385	11/05/17	ADCD Oct minutes 776EJ	210-41320.530	220.00	13650	11/09/17
26385	11/05/17	ADCD Oct minutes 776EJ	210-41970.530	187.00	13650	11/09/17
37965	10/16/17	ST sidewalk 65881	210-43120.570	216.00	13661	11/09/17
11345	10/10/17	STSAVW vac cover 096513	210-43110.432	74.85	13663	11/09/17
V9627	10/27/17	Tool for Storm Damage 075776	210-45220.610	241.36	13670	11/09/17
23855	10/25/17	VF generator svc 8E5 SCINV271750	210-42220.570	395.00	13673	11/09/17
23855	10/25/17	VF generator svc SCINV271752	210-42220.570	440.00	13673	11/09/17
40840	10/15/17	ST telephone svc 3815754	210-43110.535	35.61	13674	11/09/17
14800	11/01/17	Nov mgd srvs,antivirus 76002	210-41320.340	493.12	13678	11/09/17
14800	11/01/17	Nov mgd srvs,antivirus 76002	210-42220.570	21.00	13678	11/09/17
14800	11/01/17	Nov mgd srvs,antivirus 76002	210-41970.340	242.88	13678	11/09/17
21000	11/01/17	LH mat service 0361841185	210-41940.434	65.80	13685	11/09/17
21000	11/01/17	BL mats 0361841241	210-45551.434	55.20	13685	11/09/17
36130	10/19/17	VA phone 9794771790	210-43110.535	194.83	13687	11/09/17
V10238	10/12/17	CD noise monit Color Run 403	210-15101.000	580.00	13693	11/09/17
V2366	10/20/17	9/19-10/18/2017 PK ST SCH 226201210202	210-49400.623	136.03	13694	11/09/17
10510	10/04/17	SC door pulls external 716896	225-45122.430	13.84	13533	11/09/17
10510	10/17/17	SC candy fall fling 716952	225-45122.614	3.56	13536	11/09/17

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Check Warrant Report # 17070 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 11/09/17 To 11/09/17 & Fund 2

HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
10510	10/20/17	BLUE TARP FINANCIAL INC SC lights, twine 716974	225-45122.614 PROGRAM EXPENSES	24.47	13536	11/09/17
21850	11/06/17	BOUCHER CLEANING SERVICES SC monthly cleaning Oct 415	225-45122.430 REPAIRS & MAINTENANCE	250.00	13538	11/09/17
31545	09/27/17	COSTCO #314 SC cake,dish soap 170927D	225-45122.812 MEAL SITE EXPENSES	40.57	13558	11/09/17
11340	11/07/17	KELLY ANNE SC food,paper prod,MJtour 171107D	225-45122.614 PROGRAM EXPENSES	169.32	13626	11/09/17
21570	11/07/17	PETTY CASH - LOU ANN PIOL SC program,lunch items 171107D	225-45122.614 PROGRAM EXPENSES	91.54	13646	11/09/17
21570	11/07/17	PETTY CASH - LOU ANN PIOL SC program,lunch items 171107D	225-45122.610 OPERATIONAL SUPP/EXP	39.97	13646	11/09/17
21570	11/07/17	PETTY CASH - LOU ANN PIOL SC program,lunch items 171107D	225-45122.812 MEAL SITE EXPENSES	15.58	13646	11/09/17
12265	11/01/17	RICOH USA, INC SC monthly copies 5051036836	225-45122.610 OPERATIONAL SUPP/EXP	14.81	13651	11/09/17
12265	10/20/17	RICOH USA, INC SC montlycopier lease 99595503	225-45122.610 OPERATIONAL SUPP/EXP	55.83	13652	11/09/17
07565	10/31/17	W B MASON CO INC SC name badges 149273021	225-45122.614 PROGRAM EXPENSES	24.37	13697	11/09/17
31545	10/27/17	COSTCO #314 Halloween Hustle Food 102717D	226-45115.610 SUPPLIES	159.39	13557	11/09/17
24855	11/07/17	PETTY CASH - CAITLIN FAY Petty Cash Checking Reimb 110717D	226-45120.610 SUPPLIES	28.25	13645	11/09/17
24855	11/07/17	PETTY CASH - CAITLIN FAY Petty Cash Checking Reimb 110717D	226-45120.610 SUPPLIES	43.99	13645	11/09/17
24855	11/07/17	PETTY CASH - CAITLIN FAY Petty Cash Checking Reimb 110717D	226-45120.610 SUPPLIES	47.27	13645	11/09/17
24855	11/07/17	PETTY CASH - CAITLIN FAY Petty Cash Checking Reimb 110717D	226-45121.580 TRAVEL	125.00	13645	11/09/17
05290	10/06/17	ADVANCE AUTO PARTS VW batteries 552727955576	254-43200.570 MAINTENANCE OTHER	29.91	13519	11/09/17
05290	10/19/17	ADVANCE AUTO PARTS STVWSA hydraulic hose 552729270132	254-43200.610 SUPPLIES	19.77	13519	11/09/17
05290	10/25/17	ADVANCE AUTO PARTS VW wire fittings 552729870235	254-43200.570 MAINTENANCE OTHER	100.10	13519	11/09/17
10510	09/15/17	BLUE TARP FINANCIAL INC VW meter drain pan 716821J	254-43200.610 SUPPLIES	6.29	13533	11/09/17
23170	10/31/17	CHAMPLAIN OIL CO., INC. VA vehicle gas Oct CL210664	254-43200.626 GAS,GREASE AND OIL	122.16	13547	11/09/17
35260	10/24/17	EAST COAST PRINTERS INC VW uniforms 10171713	254-43200.612 UNIFORMS,BOOTS,ETC	62.00	13570	11/09/17
23215	10/19/17	ESSEX EQUIPMENT INC VW paint 106562600001	254-43200.610 SUPPLIES	35.23	13578	11/09/17
03070	10/26/17	MINUTEMAN PRESS VW Village water bill 47031	254-43200.550 PRINTING AND ADVERTISING	86.56	13639	11/09/17
11345	10/10/17	SANITARY EQUIPMENT CO INC STSAVW vac cover 096513	254-43200.432 VEHICLE MAINTENANCE	12.47	13663	11/09/17
36130	10/19/17	VERIZON WIRELESS VA phone 9794771790	254-43200.535 TELEPHONE SERVICES	139.69	13687	11/09/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	10/04/17	ADVANCE AUTO PARTS WW oil and supplies 552727748471	255-43200.626 GAS,GREASE AND OIL	51.48	13519	11/09/17
05290	10/04/17	ADVANCE AUTO PARTS WW oil and supplies 552727748471	255-43200.570 MAINTENANCE OTHER	28.56	13519	11/09/17
05290	10/19/17	ADVANCE AUTO PARTS STVWSA hydraulic hose 552729270132	255-43200.610 SUPPLIES	19.78	13519	11/09/17
10510	09/18/17	BLUE TARP FINANCIAL INC WW electrical supplies 716830	255-43200.570 MAINTENANCE OTHER	44.49	13533	11/09/17
10510	10/18/17	BLUE TARP FINANCIAL INC WW drill bits 716956	255-43200.570 MAINTENANCE OTHER	35.99	13536	11/09/17
10510	10/25/17	BLUE TARP FINANCIAL INC WW threaded rod 716995	255-43200.570 MAINTENANCE OTHER	8.09	13536	11/09/17
23170	10/31/17	CHAMPLAIN OIL CO., INC. VA vehicle gas Oct CL210664	255-43200.626 GAS,GREASE AND OIL	306.13	13547	11/09/17
35260	10/27/17	EAST COAST PRINTERS INC WW uniforms LaJoy 10051717	255-43200.612 UNIFORMS,BOOTS,ETC	334.55	13570	11/09/17
35260	10/27/17	EAST COAST PRINTERS INC WW uniforms Boutin 10051718	255-43200.612 UNIFORMS,BOOTS,ETC	160.00	13570	11/09/17
V10734	10/20/17	ENCORE ESSEX JUNCTION SOL WW OCTOBER 2017 1710WWTP	255-43200.622 ELECTRICAL SERVICE	2969.11	13573	11/09/17
06870	10/31/17	ENDYNE INC WW weekly tkn 247638	255-43200.577 CONTRACT LABORATORY SERVI	25.00	13574	11/09/17
07010	10/23/17	GREEN MOUNTAIN POWER CORP WW 9/21-10/20/17 SERVICE 1017013247	255-43200.622 ELECTRICAL SERVICE	6592.27	13603	11/09/17
V1210	11/02/17	JUTRAS/JAMES// WW milege,hardware 110217D	255-43200.500 TRAINING, CONFERENCES, DU	104.88	13624	11/09/17
11345	10/10/17	SANITARY EQUIPMENT CO INC STSAVW vac cover 096513	255-43200.432 VEHICLE MAINTENANCE	12.48	13663	11/09/17
V1165	11/05/17	INTERNAL REVENUE SERVICE VEJ federal disab BF 110917D	255-43200.220 SOCIAL SECURITY	83.05	17110908	11/09/17
05290	10/19/17	ADVANCE AUTO PARTS STVWSA hydraulic hose 552729270132	256-43200.610 SUPPLIES	237.33	13519	11/09/17
23170	10/31/17	CHAMPLAIN OIL CO., INC. VA vehicle gas Oct CL210664	256-43200.626 GAS,GREASE AND OIL	116.27	13547	11/09/17
35260	10/24/17	EAST COAST PRINTERS INC STSA uniform boots 10171773	256-43200.612 UNIFORMS,BOOTS,ETC	68.00	13570	11/09/17
23980	10/26/17	INTERSTATE ALL BATTERY CE SA battery 1009320	256-43200.570 MAINTENANCE OTHER	241.80	13617	11/09/17
V1210	11/02/17	JUTRAS/JAMES// WW milege,hardware 110217D	256-43200.434 PUMP STATION MAINTENANCE	5.24	13624	11/09/17
03070	10/26/17	MINUTEMAN PRESS VW Village water bill 47031	256-43200.550 PRINTING AND ADVERTISING	173.14	13639	11/09/17
11345	10/10/17	SANITARY EQUIPMENT CO INC STSAVW vac cover 096513	256-43200.432 VEHICLE MAINTENANCE	149.71	13663	11/09/17
36130	10/23/17	VERIZON WIRELESS SA 9/24-10/23/17 , extras 9795124624	256-43200.434 PUMP STATION MAINTENANCE	123.44	13688	11/09/17
36130	10/23/17	VERIZON WIRELESS SA 9/24-10/23/17 , extras 9795124624	256-43220.001 SUSIE WILSON PS COSTS	31.79	13688	11/09/17
36130	10/23/17	VERIZON WIRELESS SA 9/24-10/23/17 , extras 9795124624	256-43220.002 WEST ST PS COSTS	31.79	13688	11/09/17

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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
				<hr/>		
Report Total				27515.29		

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-31101.000 PROPERTY TAXES-CURRENT	3,285,170.00	284,380.98	3,000,789.02	8.66%	0.00
210-33546.000 STATE FOR VT PILOT & CURR	2,000.00	0.00	2,000.00	0.00%	0.00
210-33582.000 ESSEX TOWN CONTRIB. TO LI	15,000.00	0.00	15,000.00	0.00%	0.00
210-33582.001 TOWN STORMWATER PAYMENT	61,460.00	15,365.00	46,095.00	25.00%	0.00
210-33582.002 TOWN STREET DEPT PAYMENT	1,059,989.00	264,997.25	794,991.75	25.00%	0.00
210-34130.000 LICENSE AND ZONING FEE	58,000.00	6,540.00	51,460.00	11.28%	2,165.00
210-34131.000 WHITCOMB FARM SOLAR PILOT	5,000.00	0.00	5,000.00	0.00%	0.00
210-34221.000 MISCELLANEOUS FIRE RECEIP	20.00	0.00	20.00	0.00%	0.00
210-35130.000 STATE DISTRICT COURT FINE	1,000.00	38.50	961.50	3.85%	0.00
210-36102.000 INTEREST EARNINGS	1,500.00	214.53	1,285.47	14.30%	0.00
210-36201.000 PARKING SPACE FEES	4,800.00	1,600.00	3,200.00	33.33%	0.00
210-36400.000 BLOCK PARTY CONTRIBUTIONS	1,500.00	0.00	1,500.00	0.00%	0.00
210-36603.000 MISC. - UNCLASSIFIED RECE	2,000.00	275.83	1,724.17	13.79%	55.32
210-36605.000 MISCELLANEOUS STREET RECE	4,000.00	1,967.00	2,033.00	49.18%	0.00
210-36606.000 MISCELLANEOUS LIBRARY REC	500.00	260.00	240.00	52.00%	260.00
210-36606.010 REC & PARK NON-RES FEES	22,000.00	2,442.15	19,557.85	11.10%	796.81
210-39154.000 SERVICE FEE - WATER	92,948.00	23,237.00	69,711.00	25.00%	0.00
210-39155.000 SERVICE FEE - WWTP	46,474.00	11,618.50	34,855.50	25.00%	0.00
210-39156.000 SERVICE FEE - SANITATION	92,948.00	23,237.00	69,711.00	25.00%	0.00
<b>210-395 UNBUDGETED REVENUE</b>					
210-39508.000 DONATIONS TO LIBRARY	0.00	3,167.50	-3,167.50	100.00%	0.00
210-39508.001 BROWNELL LIBRARY GRANTS	0.00	635.00	-635.00	100.00%	195.00
210-39581.000 MISCELLANEOUS STATE GRANT	0.00	650.00	-650.00	100.00%	0.00
210-39590.001 ADULT REPLACEMENT RECEIPT	0.00	423.00	-423.00	100.00%	237.00
210-39590.002 JUVENILE REPLACEMENT RECE	0.00	353.00	-353.00	100.00%	196.00
<b>Total UNBUDGETED REVENUE</b>	<b>0.00</b>	<b>5,228.50</b>	<b>-5,228.50</b>	<b>100.00%</b>	<b>628.00</b>
<b>Total Revenues</b>	<b>4,756,309.00</b>	<b>641,402.24</b>	<b>4,114,906.76</b>	<b>13.49%</b>	<b>3,905.13</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	195,666.00	60,366.84	135,299.16	30.85%	15,089.42
210-41320.130 SALARIES OVERTIME	3,500.00	4,210.23	-710.23	120.29%	527.53
210-41320.140 SALARIES PART TIME	19,234.00	3,443.83	15,790.17	17.90%	183.37
210-41320.150 MANAGER CONTRACT	66,835.00	22,288.32	44,546.68	33.35%	5,572.08
<b>Total ADMIN SALARIES</b>	<b>285,235.00</b>	<b>90,309.22</b>	<b>194,925.78</b>	<b>31.66%</b>	<b>21,372.40</b>
<b>210-41320.2 ADMIN BENEFITS</b>					
210-41320.210 HEALTH INS & OTHER BENEFIT	58,044.00	18,501.89	39,542.11	31.88%	4,187.27
210-41320.220 SOCIAL SECURITY	17,096.00	5,755.24	11,340.76	33.66%	1,334.90
210-41320.226 WORKERS COMP INSURANCE	774.00	204.37	569.63	26.40%	47.22
210-41320.230 RETIREMENT	19,567.00	5,857.00	13,710.00	29.93%	1,468.36
210-41320.250 UNEMPLOYMENT INSURANCE	317.00	10.33	306.67	3.26%	0.54
210-41320.291 HEALTH IMPROV PROGRAMS	1,600.00	0.00	1,600.00	0.00%	0.00
<b>Total ADMIN BENEFITS</b>	<b>97,398.00</b>	<b>30,328.83</b>	<b>67,069.17</b>	<b>31.14%</b>	<b>7,038.29</b>

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-41320.310 BOARD MEMBER FEES	2,500.00	625.00	1,875.00	25.00%	0.00
210-41320.320 LEGAL SERVICES	15,000.00	4,092.00	10,908.00	27.28%	792.00
210-41320.330 OTHER PROFESSIONAL SERVIC	16,000.00	3,292.25	12,707.75	20.58%	0.00
210-41320.335 AUDIT	6,063.00	0.00	6,063.00	0.00%	0.00
210-41320.340 COMPUTER EXPENSES	4,000.00	3,081.65	918.35	77.04%	622.12
210-41320.442 LEASED SERVICES	4,000.00	1,301.15	2,698.85	32.53%	277.49
210-41320.500 TRAINING, CONFERENCES, DU	9,300.00	1,005.83	8,294.17	10.82%	119.50
210-41320.521 LIABILITY & PROPERTY INS.	7,140.00	2,870.09	4,269.91	40.20%	0.00
210-41320.522 PUBLIC OFFICIALS LIABILIT	6,172.00	3,107.00	3,065.00	50.34%	0.00
210-41320.530 COMMUNICATIONS	19,167.00	8,152.81	11,014.19	42.54%	254.95
210-41320.535 TELEPHONE SERVICES	1,980.00	565.04	1,414.96	28.54%	139.75
210-41320.536 POSTAGE	3,500.00	-374.25	3,874.25	-10.69%	0.00
210-41320.550 PRINTING AND ADVERTISING	5,500.00	396.00	5,104.00	7.20%	0.00
210-41320.560 TRUSTEES EXPENDITURES	4,000.00	183.09	3,816.91	4.58%	110.32
210-41320.571 PAY & CLASSIFICATION STUD	6,047.00	0.00	6,047.00	0.00%	0.00
210-41320.580 TRAVEL	2,000.00	0.00	2,000.00	0.00%	0.00
210-41320.610 SUPPLIES	6,000.00	1,284.65	4,715.35	21.41%	738.20
210-41320.820 ELECTIONS	1,500.00	0.00	1,500.00	0.00%	0.00
210-41320.835 HOLIDAY EXPENSE	1,000.00	0.00	1,000.00	0.00%	0.00
<b>Total ADMINISTRATION</b>	<b>503,502.00</b>	<b>150,220.36</b>	<b>353,281.64</b>	<b>29.84%</b>	<b>31,465.02</b>
<b>210-41335 ECONOMIC DEVELOPMENT</b>					
<b>210-41335.1 ECON DEV SALARIES</b>					
210-41335.110 SALARIES REGULAR	31,060.00	9,138.72	21,921.28	29.42%	2,275.20
210-41335.140 SALARIES PART TIME	4,950.00	0.00	4,950.00	0.00%	0.00
<b>Total ECON DEV SALARIES</b>	<b>36,010.00</b>	<b>9,138.72</b>	<b>26,871.28</b>	<b>25.38%</b>	<b>2,275.20</b>
<b>210-41335.2 ECON DEV BENEFITS</b>					
210-41335.210 HEALTH INS & OTHER BENEFIT	19,348.00	5,908.15	13,439.85	30.54%	1,259.50
210-41335.220 SOCIAL SECURITY	2,782.00	726.32	2,055.68	26.11%	174.16
210-41335.226 WORKERS COMP INSURANCE	129.00	27.47	101.53	21.29%	6.84
210-41335.230 RETIREMENT	3,106.00	910.08	2,195.92	29.30%	227.52
210-41335.250 UNEMPLOYMENT INSURANCE	126.00	6.84	119.16	5.43%	0.00
<b>Total ECON DEV BENEFITS</b>	<b>25,491.00</b>	<b>7,578.86</b>	<b>17,912.14</b>	<b>29.73%</b>	<b>1,668.02</b>
210-41335.521 LIABILITY & PROPERTY INS.	204.00	134.93	69.07	66.14%	0.00
210-41335.810 COMMUNITY EVENTS & PROGRA	4,000.00	450.00	3,550.00	11.25%	450.00
210-41335.811 ANNUAL SUPPORT OF ORGNIZA	7,700.00	7,581.00	119.00	98.45%	0.00
210-41335.812 NEW PROGRAMS	2,500.00	1,500.00	1,000.00	60.00%	0.00
210-41335.813 MATCHING GRANT FUNDS	10,000.00	0.00	10,000.00	0.00%	0.00
210-41335.835 BLOCK PARTY EXPENSE	7,000.00	5,459.52	1,540.48	77.99%	0.00
<b>Total ECONOMIC DEVELOPMENT</b>	<b>92,905.00</b>	<b>31,843.03</b>	<b>61,061.97</b>	<b>34.27%</b>	<b>4,393.22</b>
<b>Total GENERAL EXPENSES</b>	<b>596,407.00</b>	<b>182,063.39</b>	<b>414,343.61</b>	<b>30.53%</b>	<b>35,858.24</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>210-41940 LINCOLN HALL</b>					
210-41940.410 WATER AND SEWER CHARGE	1,000.00	68.32	931.68	6.83%	0.00
210-41940.423 CONTRACT SERVICES	9,000.00	2,700.00	6,300.00	30.00%	1,350.00
210-41940.434 MAINT. BUILDINGS/GROUNDS	10,000.00	2,214.41	7,785.59	22.14%	730.00
210-41940.521 LIABILITY & PROPERTY INS.	6,294.00	2,187.75	4,106.25	34.76%	0.00
210-41940.535 TELEPHONE SERVICES	480.00	158.21	321.79	32.96%	39.86
210-41940.565 RUBBISH REMOVAL	2,200.00	476.61	1,723.39	21.66%	0.00
210-41940.610 SUPPLIES	2,500.00	752.92	1,747.08	30.12%	23.95
210-41940.622 ELECTRICAL SERVICE	7,500.00	2,044.56	5,455.44	27.26%	568.56
210-41940.623 HEATING/NATURAL GAS	6,400.00	183.23	6,216.77	2.86%	91.14
210-41940.891 CAPITAL OUTLAY	5,500.00	5,236.95	263.05	95.22%	0.00
<b>Total LINCOLN HALL</b>	<b>50,874.00</b>	<b>16,022.96</b>	<b>34,851.04</b>	<b>31.50%</b>	<b>2,803.51</b>
<b>210-41970 COMMUNITY DEVELOPMENT</b>					
<b>210-41970.1 COM DEV SALARIES</b>					
210-41970.110 SALARIES REGULAR	142,264.00	43,392.03	98,871.97	30.50%	10,895.28
<b>Total COM DEV SALARIES</b>	<b>142,264.00</b>	<b>43,392.03</b>	<b>98,871.97</b>	<b>30.50%</b>	<b>10,895.28</b>
<b>210-41970.2 COM DEV BENEFITS</b>					
210-41970.210 HEALTH INS & OTHER BENEFI	38,696.00	11,466.33	27,229.67	29.63%	2,519.00
210-41970.220 SOCIAL SECURITY	11,212.00	3,438.50	7,773.50	30.67%	840.74
210-41970.226 WORKERS COMP INSURANCE	510.00	132.53	377.47	25.99%	33.28
210-41970.230 RETIREMENT	14,226.00	4,288.92	9,937.08	30.15%	1,076.96
210-41970.250 UNEMPLOYMENT INSURANCE	125.00	0.00	125.00	0.00%	0.00
<b>Total COM DEV BENEFITS</b>	<b>64,769.00</b>	<b>19,326.28</b>	<b>45,442.72</b>	<b>29.84%</b>	<b>4,469.98</b>
210-41970.310 BOARD MEMBER FEES	3,600.00	825.00	2,775.00	22.92%	0.00
210-41970.320 LEGAL SERVICES	12,000.00	1,228.02	10,771.98	10.23%	0.00
210-41970.330 OTHER PROFESSIONAL SVCS	6,000.00	0.00	6,000.00	0.00%	0.00
210-41970.340 COMPUTER EXPENSES	0.00	971.52	-971.52	100.00%	242.88
210-41970.500 TRAINING,CONF,DUES	3,500.00	25.00	3,475.00	0.71%	25.00
210-41970.521 LIABILITY & PROPERTY INS.	2,822.00	1,233.83	1,588.17	43.72%	0.00
210-41970.522 PUBLIC OFFICIALS LIABILIT	6,172.00	3,107.00	3,065.00	50.34%	0.00
210-41970.530 COMMUNICATIONS	2,500.00	0.00	2,500.00	0.00%	0.00
210-41970.535 TELEPHONE SERVICES	1,644.00	379.21	1,264.79	23.07%	71.18
210-41970.536 POSTAGE	600.00	52.66	547.34	8.78%	0.00
210-41970.550 PRINTING AND ADVERTISING	3,000.00	53.98	2,946.02	1.80%	0.00
210-41970.580 TRAVEL	2,400.00	800.00	1,600.00	33.33%	200.00
210-41970.610 SUPPLIES	2,000.00	195.05	1,804.95	9.75%	79.21
<b>Total COMMUNITY DEVELOPMENT</b>	<b>253,271.00</b>	<b>71,589.58</b>	<b>181,681.42</b>	<b>28.27%</b>	<b>15,983.53</b>
<b>Total GENERAL GOVERNMENT</b>	<b>900,552.00</b>	<b>269,675.93</b>	<b>630,876.07</b>	<b>29.95%</b>	<b>54,645.28</b>
<b>210-42220 FIRE DEPARTMENT</b>					
<b>210-42220.1 FIRE SALARIES</b>					
210-42220.140 SALARIES - FIREFIGHTERS	162,000.00	57,864.85	104,135.15	35.72%	16,109.55

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total FIRE SALARIES</b>	<b>162,000.00</b>	<b>57,864.85</b>	<b>104,135.15</b>	<b>35.72%</b>	<b>16,109.55</b>
<b>210-42220.2 FIRE BENEFITS</b>					
210-42220.200 EMPLOYEE ASSISTANCE PROGR	864.00	216.00	648.00	25.00%	0.00
210-42220.210 ACCIDENT & DISABILITY INS	3,600.00	0.00	3,600.00	0.00%	0.00
210-42220.220 SOCIAL SECURITY	12,393.00	4,602.58	7,790.42	37.14%	1,232.38
210-42220.226 WORKERS COMP INSURANCE	28,000.00	10,670.67	17,329.33	38.11%	612.50
<b>Total FIRE BENEFITS</b>	<b>44,857.00</b>	<b>15,489.25</b>	<b>29,367.75</b>	<b>34.53%</b>	<b>1,844.88</b>
210-42220.410 WATER AND SEWER CHARGE	610.00	68.05	541.95	11.16%	0.00
210-42220.432 VEHICLE MAINTENANCE	17,000.00	21,678.59	-4,678.59	127.52%	5,105.41
210-42220.434 MAINT. BUILDINGS/GROUNDS	6,000.00	1,459.66	4,540.34	24.33%	525.00
210-42220.443 RADIO MAINTENANCE	1,800.00	234.50	1,565.50	13.03%	0.00
210-42220.500 TRAINING, CONFERENCES, DU	4,000.00	944.31	3,055.69	23.61%	10.20
210-42220.521 LIABILITY & PROPERTY INS.	7,968.00	3,057.62	4,910.38	38.37%	0.00
210-42220.535 TELEPHONE SERVICES	3,500.00	1,241.21	2,258.79	35.46%	349.87
210-42220.566 PHYSICAL EXAMS	6,600.00	1,827.00	4,773.00	27.68%	1,490.00
210-42220.570 MAINTENANCE OTHER	15,500.00	8,552.92	6,947.08	55.18%	1,205.38
210-42220.578 EMERGENCY GENERATOR MAINT	480.00	0.00	480.00	0.00%	0.00
210-42220.610 SUPPLIES	3,000.00	1,309.14	1,690.86	43.64%	430.61
210-42220.611 NEW EQUIPMENT-RADIOS	1,500.00	0.00	1,500.00	0.00%	0.00
210-42220.612 UNIFORMS,BOOTS,ETC	21,250.00	17,567.07	3,682.93	82.67%	6,202.35
210-42220.615 EMS SUPPLIES	1,000.00	221.99	778.01	22.20%	0.00
210-42220.622 ELECTRICAL SERVICE	7,300.00	2,044.56	5,255.44	28.01%	568.56
210-42220.623 HEATING/NATURAL GAS	4,800.00	134.38	4,665.62	2.80%	53.26
210-42220.626 GAS,GREASE AND OIL	6,000.00	1,143.06	4,856.94	19.05%	378.14
210-42220.838 FIRE PREVENTION	2,000.00	0.00	2,000.00	0.00%	0.00
210-42220.889 ROUTINE EQUIPMENT PURCHAS	15,000.00	1,140.03	13,859.97	7.60%	563.88
<b>Total FIRE DEPARTMENT</b>	<b>332,165.00</b>	<b>135,978.19</b>	<b>196,186.81</b>	<b>40.94%</b>	<b>34,837.09</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	162,824.00	50,384.07	112,439.93	30.94%	12,569.18
210-43110.130 SALARIES OVERTIME	16,300.00	2,747.79	13,552.21	16.86%	711.44
210-43110.140 SALARIES PART TIME	23,304.00	9,129.82	14,174.18	39.18%	826.65
<b>Total STREET GENERAL SALARIES</b>	<b>202,428.00</b>	<b>62,261.68</b>	<b>140,166.32</b>	<b>30.76%</b>	<b>14,107.27</b>
<b>210-43110.2 STREET GENERAL BENEFITS</b>					
210-43110.210 HEALTH INS & OTHER BENEFIT	71,587.00	19,584.52	52,002.48	27.36%	4,453.98
210-43110.220 SOCIAL SECURITY	15,577.00	4,799.86	10,777.14	30.81%	1,093.24
210-43110.226 WORKERS COMP INSURANCE	14,677.00	3,914.31	10,762.69	26.67%	964.89
210-43110.230 RETIREMENT	16,282.00	5,027.58	11,254.42	30.88%	1,256.90
210-43110.250 UNEMPLOYMENT INSURANCE	631.00	-48.32	679.32	-7.66%	-73.21
<b>Total STREET GENERAL BENEFITS</b>	<b>118,754.00</b>	<b>33,277.95</b>	<b>85,476.05</b>	<b>28.02%</b>	<b>7,695.80</b>

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-43110.410 WATER AND SEWER CHARGE	1,700.00	235.79	1,464.21	13.87%	0.00
210-43110.432 VEHICLE MAINTENANCE	22,000.00	4,261.21	17,738.79	19.37%	1,399.17
210-43110.434 MAINT. BUILDINGS/GROUNDS	3,500.00	480.65	3,019.35	13.73%	480.65
210-43110.441 RIGHT OF WAY AGREEMENTS	11,764.00	0.00	11,764.00	0.00%	0.00
210-43110.442 EQUIPMENT RENTALS	9,000.00	909.00	8,091.00	10.10%	280.00
210-43110.443 RADIO MAINTENANCE	200.00	0.00	200.00	0.00%	0.00
210-43110.500 TRAINING, CONFERENCES, DU	500.00	0.00	500.00	0.00%	0.00
210-43110.521 LIABILITY & PROPERTY INS.	15,343.00	5,766.98	9,576.02	37.59%	0.00
210-43110.535 TELEPHONE SERVICES	3,500.00	690.36	2,809.64	19.72%	194.68
210-43110.565 RUBBISH REMOVAL	7,000.00	1,962.18	5,037.82	28.03%	556.56
210-43110.570 MAINTENANCE OTHER	2,000.00	77.13	1,922.87	3.86%	0.00
210-43110.572 INTERVIEW COSTS	500.00	196.00	304.00	39.20%	0.00
210-43110.573 ACCIDENT CLAIMS	1,000.00	1,048.91	-48.91	104.89%	0.00
210-43110.576 ENGINEERING SERVICES	10,000.00	2,450.82	7,549.18	24.51%	2,350.28
210-43110.582 TRAFFIC CALMING	500.00	0.00	500.00	0.00%	0.00
210-43110.610 SUPPLIES	20,000.00	4,254.49	15,745.51	21.27%	491.35
210-43110.612 UNIFORMS,BOOTS,ETC	6,000.00	872.48	5,127.52	14.54%	402.68
210-43110.616 GRAVEL,TOPSOIL	7,000.00	675.65	6,324.35	9.65%	0.00
210-43110.617 SIGNS AND POSTS	4,000.00	1,208.05	2,791.95	30.20%	609.60
210-43110.622 ELECTRICAL SERVICE	4,000.00	856.87	3,143.13	21.42%	228.12
210-43110.623 HEATING/NATURAL GAS	4,400.00	179.94	4,220.06	4.09%	70.58
210-43110.626 GAS,GREASE AND OIL	32,000.00	4,751.74	27,248.26	14.85%	1,519.38
210-43110.891 CAPITAL OUTLAY	6,000.00	0.00	6,000.00	0.00%	0.00
<b>Total STREET GENERAL</b>	<b>493,089.00</b>	<b>126,417.88</b>	<b>366,671.12</b>	<b>25.64%</b>	<b>30,386.12</b>
<b>210-43120 STREET-PAVEMENT MAINT</b>					
210-43120.444 STREET MARKINGS	8,000.00	1,265.37	6,734.63	15.82%	0.00
210-43120.570 SIDEWALK AND CURB MAINTEN	5,000.00	3,448.75	1,551.25	68.98%	1,687.50
210-43120.610 PAVEMENT MAINTENANCE	225,000.00	182,362.55	42,637.45	81.05%	2,277.12
<b>Total STREET-PAVEMENT MAINT</b>	<b>238,000.00</b>	<b>187,076.67</b>	<b>50,923.33</b>	<b>78.60%</b>	<b>3,964.62</b>
<b>210-43123 STREETS - TRAFFIC LIGHTS</b>					
210-43123.570 TRAFFIC LIGHTS MAINTENANC	3,000.00	0.00	3,000.00	0.00%	0.00
210-43123.622 TRAFFIC LIGHTS - ELECTRIC	7,900.00	1,504.94	6,395.06	19.05%	415.69
<b>Total STREETS - TRAFFIC LIGHTS</b>	<b>10,900.00</b>	<b>1,504.94</b>	<b>9,395.06</b>	<b>13.81%</b>	<b>415.69</b>
<b>210-43125 WINTER MAINTENANCE</b>					
210-43125.570 CONTRACT SERVICES	20,000.00	2,570.00	17,430.00	12.85%	250.00
210-43125.610 WINTER MAINTENANCE	115,000.00	83.58	114,916.42	0.07%	0.00
<b>Total WINTER MAINTENANCE</b>	<b>135,000.00</b>	<b>2,653.58</b>	<b>132,346.42</b>	<b>1.97%</b>	<b>250.00</b>
<b>210-43151 STREET - STORMWATER</b>					
<b>210-43151.1 STREET-STORMWATER SALARIE</b>					
210-43151.110 SALARIES - REGULAR	41,616.00	12,328.97	29,287.03	29.63%	3,099.89
<b>Total STREET-STORMWATER SALARIE</b>	<b>41,616.00</b>	<b>12,328.97</b>	<b>29,287.03</b>	<b>29.63%</b>	<b>3,099.89</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>210-43151.2 STREET-STORMWATER BENEFIT</b>					
210-43151.210 HEALTH INS & OTHER BENEFIT	10,254.00	3,092.12	7,161.88	30.16%	667.54
210-43151.220 SOCIAL SECURITY	3,184.00	953.27	2,230.73	29.94%	237.17
210-43151.226 WORKERS COMP INSURANCE	2,164.00	585.67	1,578.33	27.06%	146.95
210-43151.230 RETIREMENT	4,162.00	1,223.50	2,938.50	29.40%	307.88
210-43151.250 UNEMPLOYMENT INSURANCE	80.00	0.00	80.00	0.00%	0.00
<b>Total STREET-STORMWATER BENEFIT</b>	<b>19,844.00</b>	<b>5,854.56</b>	<b>13,989.44</b>	<b>29.50%</b>	<b>1,359.54</b>
210-43151.430 STORM SEWER MAINTENANCE	30,000.00	3,133.98	26,866.02	10.45%	0.00
<b>Total STREET - STORMWATER</b>	<b>91,460.00</b>	<b>21,317.51</b>	<b>70,142.49</b>	<b>23.31%</b>	<b>4,459.43</b>
<b>210-43160 STREET STREET LIGHTS</b>					
210-43160.610 STREET LIGHTS SUPPLIES/MA	7,500.00	4,336.59	3,163.41	57.82%	1,057.81
210-43160.622 STREET LIGHTS - ELECTRICI	122,000.00	34,234.28	87,765.72	28.06%	10,044.91
<b>Total STREET STREET LIGHTS</b>	<b>129,500.00</b>	<b>38,570.87</b>	<b>90,929.13</b>	<b>29.78%</b>	<b>11,102.72</b>
<b>210-43161 STREETS - CONSERVATION</b>					
210-43161.000 STREETSCAPE MAINT./IMP	16,000.00	-406.54	16,406.54	-2.54%	0.00
210-43161.001 VILLAGE GARDEN SPOTS	4,000.00	74.22	3,925.78	1.86%	0.00
210-43161.002 MEMORIAL PARK	3,500.00	176.25	3,323.75	5.04%	0.00
<b>Total STREETS - CONSERVATION</b>	<b>23,500.00</b>	<b>-156.07</b>	<b>23,656.07</b>	<b>-0.66%</b>	<b>0.00</b>
<b>Total STREET DEPARTMENT</b>	<b>1,121,449.00</b>	<b>377,385.38</b>	<b>744,063.62</b>	<b>33.65%</b>	<b>50,578.58</b>
<b>210-45110 RECREATION &amp; PARKS ADMIN</b>					
210-45110.110 SALARIES - REGULAR	204,759.00	62,977.19	141,781.81	30.76%	15,440.12
210-45110.140 SALARIES - PART-TIME	7,385.00	4,208.61	3,176.39	56.99%	458.25
210-45110.210 HEALTH INS & OTHER BENEFIT	74,554.00	18,937.27	55,616.73	25.40%	6,151.28
210-45110.220 SOCIAL SECURITY	16,229.00	6,625.15	9,603.85	40.82%	1,616.86
210-45110.226 WORKERS COMP INSURANCE	7,685.00	5,184.37	2,500.63	67.46%	1,154.46
210-45110.230 RETIREMENT	20,477.00	6,445.76	14,031.24	31.48%	1,792.96
210-45110.250 UNEMPLOYMENT INS	5,652.00	1,441.19	4,210.81	25.50%	194.51
210-45110.291 HEALTH IMP PROGRAMS	1,400.00	714.93	685.07	51.07%	554.93
210-45110.330 OTHER PROFESSIONAL SVCS	14,500.00	4,137.12	10,362.88	28.53%	1,294.95
210-45110.340 COMPUTER EXPENSES	9,350.00	8,629.95	720.05	92.30%	120.00
210-45110.500 TRAINING, CONF, DUES	9,784.00	9,916.14	-132.14	101.35%	5,661.66
210-45110.521 LIABILITY & PROPERTY INS	21,580.00	23,274.35	-1,694.35	107.85%	13,779.00
210-45110.530 COMMUNICATIONS	17,500.00	9,119.55	8,380.45	52.11%	200.00
210-45110.535 TELEPHONE SERVICES	6,000.00	259.62	5,740.38	4.33%	259.62
210-45110.550 PRINTING & ADVERTISING	3,460.00	309.03	3,150.97	8.93%	119.21
210-45110.610 SUPPLIES	6,004.00	1,487.81	4,516.19	24.78%	742.60
210-45110.813 SCHOLARSHIPS	5,000.00	0.00	5,000.00	0.00%	0.00
<b>Total RECREATION &amp; PARKS ADMIN</b>	<b>431,319.00</b>	<b>163,668.04</b>	<b>267,650.96</b>	<b>37.95%</b>	<b>49,540.41</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>210-45220 PARKS &amp; FACILITIES</b>					
210-45220.110 SALARIES - REGULAR	60,250.00	18,538.40	41,711.60	30.77%	4,634.60
210-45220.140 SALARIES - PART-TIME	44,697.00	30,150.77	14,546.23	67.46%	3,231.15
210-45220.210 HEALTH INS & OTHER BENEFIT	18,624.00	5,395.47	13,228.53	28.97%	1,133.49
210-45220.220 SOCIAL SECURITY	8,028.00	2,306.69	5,721.31	28.73%	247.22
210-45220.230 RETIREMENT	6,025.00	1,853.76	4,171.24	30.77%	463.44
210-45220.291 HEALTH IMP PROGRAMS	350.00	0.00	350.00	0.00%	0.00
210-45220.330 OTHER PROFESSIONAL SVCS	33,190.00	6,250.96	26,939.04	18.83%	1,181.40
210-45220.410 WATER & SEWER CHARGES	3,975.00	910.37	3,064.63	22.90%	0.00
210-45220.434 MAINTENANCE-BUILDINGS/GRO	10,694.00	0.00	10,694.00	0.00%	0.00
210-45220.441 LAND LEASE	500.00	500.00	0.00	100.00%	500.00
210-45220.442 EQUIPMENT RENTAL	7,500.00	2,365.42	5,134.58	31.54%	212.00
210-45220.500 TRAINING, CONF, DUES	1,887.00	0.00	1,887.00	0.00%	0.00
210-45220.610 SUPPLIES	12,162.00	8,029.38	4,132.62	66.02%	2,684.86
210-45220.622 ELECTRICAL SERVICE	28,009.00	15,263.22	12,745.78	54.49%	6,820.39
210-45220.623 HEATING/NATURAL GAS	5,409.00	461.56	4,947.44	8.53%	139.25
210-45220.626 GAS, GREASE & OIL	2,109.00	852.44	1,256.56	40.42%	261.31
<b>Total PARKS &amp; FACILITIES</b>	<b>243,409.00</b>	<b>92,878.44</b>	<b>150,530.56</b>	<b>38.16%</b>	<b>21,509.11</b>
<b>210-453 SENIOR SUPPORT</b>					
<b>Total SENIOR SUPPORT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>210-45551 BROWNELL LIBRARY</b>					
<b>210-45551.1 LIBRARY SALARIES</b>					
210-45551.110 SALARIES REGULAR	313,189.00	93,850.25	219,338.75	29.97%	24,274.48
210-45551.140 SALARIES PART TIME	109,524.00	29,278.78	80,245.22	26.73%	7,502.06
<b>Total LIBRARY SALARIES</b>	<b>422,713.00</b>	<b>123,129.03</b>	<b>299,583.97</b>	<b>29.13%</b>	<b>31,776.54</b>
<b>210-45551.2 LIBRARY BENEFITS</b>					
210-45551.210 HEALTH INS & OTHER BENEFIT	116,088.00	34,801.51	81,286.49	29.98%	7,979.38
210-45551.220 SOCIAL SECURITY	32,500.00	9,432.18	23,067.82	29.02%	2,438.07
210-45551.226 WORKERS COMP INSURANCE	1,514.00	373.56	1,140.44	24.67%	96.39
210-45551.230 RETIREMENT	31,319.00	9,203.56	22,115.44	29.39%	2,303.36
210-45551.250 UNEMPLOYMENT INSURANCE	1,364.00	97.09	1,266.91	7.12%	15.57
<b>Total LIBRARY BENEFITS</b>	<b>182,785.00</b>	<b>53,907.90</b>	<b>128,877.10</b>	<b>29.49%</b>	<b>12,832.77</b>
210-45551.340 COMPUTER EXPENSES	3,500.00	0.00	3,500.00	0.00%	0.00
210-45551.410 WATER AND SEWER CHARGE	900.00	0.00	900.00	0.00%	0.00
210-45551.423 CONTRACT SERVICES	33,183.00	10,481.00	22,702.00	31.59%	4,425.50
210-45551.434 MAINT. BUILDINGS/GROUNDS	20,000.00	7,131.88	12,868.12	35.66%	2,361.50
210-45551.436 ALARM SYSTEM MAINTENANCE	525.00	219.00	306.00	41.71%	0.00
210-45551.500 TRAINING, CONFERENCES, DU	4,000.00	1,800.65	2,199.35	45.02%	1,682.40
210-45551.521 LIABILITY & PROPERTY INS.	11,385.00	4,708.85	6,676.15	41.36%	0.00
210-45551.530 TECHNOLOGY ACCESS	6,000.00	2,496.84	3,503.16	41.61%	39.95
210-45551.535 TELEPHONE SERVICES	1,200.00	278.92	921.08	23.24%	93.31
210-45551.536 POSTAGE/DELIVERY	3,500.00	736.99	2,763.01	21.06%	275.05

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-45551.572 INTERVIEW COSTS	500.00	0.00	500.00	0.00%	0.00
210-45551.574 VOLUNTEER EXPENSES	700.00	277.00	423.00	39.57%	277.00
210-45551.610 SUPPLIES	13,000.00	5,355.82	7,644.18	41.20%	2,155.96
210-45551.622 ELECTRICAL SERVICE	15,250.00	4,530.04	10,719.96	29.71%	1,273.87
210-45551.623 HEATING/NATURAL GAS	7,400.00	151.94	7,248.06	2.05%	78.35
210-45551.640 ADULT COLLECTION-PRINT &	36,500.00	10,675.25	25,824.75	29.25%	5,204.35
210-45551.641 JUVEN COLLECTION-PRNT & E	18,250.00	4,910.66	13,339.34	26.91%	1,296.73
210-45551.677 COMPUTER REPLACEMENT	8,000.00	0.00	8,000.00	0.00%	0.00
210-45551.836 ADULT PROGRAMS	1,000.00	59.82	940.18	5.98%	0.00
210-45551.837 CHILDRENS PROGRAMS	4,000.00	184.57	3,815.43	4.61%	27.32
210-45551.891 CAPITAL OUTLAY	4,000.00	0.00	4,000.00	0.00%	0.00
<b>Total BROWNELL LIBRARY</b>	<b>798,291.00</b>	<b>231,036.16</b>	<b>567,254.84</b>	<b>28.94%</b>	<b>63,800.60</b>
<b>210-47 DEBT SERVICE</b>					
210-47116.000 CAPITAL IMP PRINCIPAL	135,300.00	135,135.00	165.00	99.88%	0.00
210-47117.000 EURP PRINCIPAL	105,000.00	105,000.00	0.00	100.00%	105,000.00
210-47216.000 CAPITAL IMP - INTEREST	75,122.00	37,948.54	37,173.46	50.52%	0.00
210-47217.000 EURP INTEREST	-156.00	-5,821.06	5,665.06	3,731.45%	-5,821.06
<b>Total DEBT SERVICE</b>	<b>315,266.00</b>	<b>272,262.48</b>	<b>43,003.52</b>	<b>86.36%</b>	<b>99,178.94</b>
<b>210-491 CAPITAL/MISC TRANSFERS</b>					
210-49100.030 CAP RESRV FND CONT - BEG	295,582.00	73,895.50	221,686.50	25.00%	0.00
210-49100.031 ROLLING STOCK FUND CONTRI	213,624.00	53,406.00	160,218.00	25.00%	0.00
210-49100.040 TRANS FOR BUILDING MAINT	50,000.00	12,500.00	37,500.00	25.00%	0.00
210-49100.802 EMP TERM BENEFITS TRANSFE	5,000.00	1,250.00	3,750.00	25.00%	0.00
210-49101.030 TRANS TO CAPITAL RESERVE	109,652.00	27,413.00	82,239.00	25.00%	0.00
<b>Total CAPITAL/MISC TRANSFERS</b>	<b>673,858.00</b>	<b>168,464.50</b>	<b>505,393.50</b>	<b>25.00%</b>	<b>0.00</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>0.00</b>
<b>210-4934 GRANT EXPENDITURES</b>					
210-49340.006 LIBRARY GRANT EXPENDITURE	0.00	440.00	-440.00	100.00%	440.00
<b>210-49345 DONATION EXPENDITURES</b>					
210-49345.000 LIBRARY DONATION EXPENDIT	0.00	1,287.97	-1,287.97	100.00%	250.68
<b>Total DONATION EXPENDITURES</b>	<b>0.00</b>	<b>1,287.97</b>	<b>-1,287.97</b>	<b>100.00%</b>	<b>250.68</b>
<b>210-49346 LIBRARY REPLACEMENT EXPEN</b>					
210-49346.001 ADULT COLLECTION-PRINT &	0.00	633.97	-633.97	100.00%	551.19
210-49346.002 JUVEN COLLECTION-PRNT & E	0.00	10.00	-10.00	100.00%	10.00
<b>Total LIBRARY REPLACEMENT EXPEN</b>	<b>0.00</b>	<b>643.97</b>	<b>-643.97</b>	<b>100.00%</b>	<b>561.19</b>
<b>Total GRANT EXPENDITURES</b>	<b>0.00</b>	<b>2,371.94</b>	<b>-2,371.94</b>	<b>100.00%</b>	<b>1,251.87</b>

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total GRANT AND OTHER UNSBUDGETE</b>	<b>0.00</b>	<b>2,371.94</b>	<b>-2,371.94</b>	<b>100.00%</b>	<b>1,251.87</b>
<b>210-494 PARK ST. SCHOOL</b>					
210-49400.565 RUBBISH REMOVAL	0.00	216.09	-216.09	100.00%	144.06
210-49400.622 ELECTRICITY	0.00	886.74	-886.74	100.00%	0.00
210-49400.623 NATURAL GAS	0.00	98.90	-98.90	100.00%	0.00
<b>Total PARK ST. SCHOOL</b>	<b>0.00</b>	<b>1,201.73</b>	<b>-1,201.73</b>	<b>100.00%</b>	<b>144.06</b>
<b>Total Expenditures</b>	<b>4,816,309.00</b>	<b>1,714,922.79</b>	<b>3,101,386.21</b>	<b>35.61%</b>	<b>375,485.94</b>
<b>Total GENERAL FUND</b>	<b>-60,000.00</b>	<b>-1,073,520.55</b>	<b>1,133,520.55</b>	<b>1,789.20%</b>	<b>-371,580.81</b>
220-36101.000 INTEREST EARNINGS	0.00	3.44	-3.44	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>3.44</b>	<b>-3.44</b>	<b>100.00%</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>0.00</b>
<b>Total MEMORIAL PARK FUND</b>	<b>0.00</b>	<b>3.44</b>	<b>-3.44</b>	<b>-100.00%</b>	<b>0.00</b>
222-36101.000 Interest Earnings	0.00	0.51	-0.51	100.00%	0.00
222-39110.000 GENERAL FUND TRANS IN	0.00	12,500.00	-12,500.00	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>12,500.51</b>	<b>-12,500.51</b>	<b>100.00%</b>	<b>0.00</b>
222-46802.002 BROWNELL LIBRARY MAINT	0.00	6,500.00	-6,500.00	100.00%	0.00
222-46802.003 PARK ST. SCHOOL MAINT	0.00	7,255.00	-7,255.00	100.00%	0.00
<b>Total Expenditures</b>	<b>0.00</b>	<b>13,755.00</b>	<b>-13,755.00</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total BUILDING MAINT FUND</b>	<b>0.00</b>	<b>-1,254.49</b>	<b>1,254.49</b>	<b>-100.00%</b>	<b>0.00</b>
223-36101.000 Interest Earnings	0.00	96.05	-96.05	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>96.05</b>	<b>-96.05</b>	<b>100.00%</b>	<b>0.00</b>
223-46801.002 STREET BANNERS	0.00	4,506.00	-4,506.00	100.00%	0.00
<b>Total Expenditures</b>	<b>0.00</b>	<b>4,506.00</b>	<b>-4,506.00</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total TRUSTEE CAP IMP PROJECTS</b>	<b>0.00</b>	<b>-4,409.95</b>	<b>4,409.95</b>	<b>-100.00%</b>	<b>0.00</b>
225-34700.000 SR CTR MEMBERSHIPS	0.00	292.00	-292.00	100.00%	58.00
225-34701.000 SR CTR FUND RAISING REV	0.00	381.00	-381.00	100.00%	45.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
225-34702.000 SR CTR ACTIVITY FEES	0.00	2,513.00	-2,513.00	100.00%	170.00
225-34703.000 SR CTR AFTER HR FEES	0.00	532.00	-532.00	100.00%	150.00
225-36101.000 Interest Earnings	0.00	29.45	-29.45	100.00%	0.00
225-36400.000 SR CTR DONATIONS	0.00	200.59	-200.59	100.00%	58.70
225-36603.000 MISCELLANEOUS REV	0.00	2,329.00	-2,329.00	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>6,277.04</b>	<b>-6,277.04</b>	<b>100.00%</b>	<b>481.70</b>
225-45122.330 OTHER PROF SERVICES	0.00	50.00	-50.00	100.00%	0.00
225-45122.430 REPAIRS & MAINTENANCE	0.00	650.00	-650.00	100.00%	200.00
225-45122.610 OPERATIONAL SUPP/EXP	0.00	870.18	-870.18	100.00%	356.94
225-45122.612 FUND RAISER EXPENSES	0.00	429.50	-429.50	100.00%	429.50
225-45122.614 PROGRAM EXPENSES	0.00	442.32	-442.32	100.00%	121.46
225-45122.810 TRIP EXPENSES	0.00	5,724.80	-5,724.80	100.00%	20.00
225-45122.812 MEAL SITE EXPENSES	0.00	625.82	-625.82	100.00%	571.69
<b>Total Expenditures</b>	<b>0.00</b>	<b>8,792.62</b>	<b>-8,792.62</b>	<b>100.00%</b>	<b>1,699.59</b>
<b>Total SENIOR CENTER FUND</b>	<b>0.00</b>	<b>-2,515.58</b>	<b>2,515.58</b>	<b>-100.00%</b>	<b>-1,217.89</b>
226-34720.000 POOL DAY ADMINSSION	65,310.00	46,324.36	18,985.64	70.93%	841.50
226-34721.000 POOL MEMBERSHIPS	38,694.00	8,662.87	30,031.13	22.39%	585.00
226-34722.000 SWIM LESSONS	43,804.00	6,505.03	37,298.97	14.85%	1,006.52
226-34725.000 CONCESSION SALES	25,977.00	13,776.61	12,200.39	53.03%	0.00
226-34750.000 FACILITY & FIELD RENTAL	8,232.00	6,070.30	2,161.70	73.74%	2,330.05
226-34779.000 YOUTH PROGRAMS	0.00	0.00	0.00	0.00%	-10,032.62
226-34779.115 Youth Prog - RP	114,205.00	19,204.92	95,000.08	16.82%	19,204.92
226-34779.120 Youth Prog - AS	26,323.00	2,166.40	24,156.60	8.23%	2,166.40
226-34780.000 ADULT PROGRAMS	62,343.00	14,469.43	47,873.57	23.21%	6,772.43
226-34781.000 CHILDCARE PROGAM	0.00	0.00	0.00	0.00%	-121,991.66
226-34781.120 Childcare - AS	561,592.00	142,430.25	419,161.75	25.36%	142,430.25
226-34781.121 Childcare - PS	357,617.00	75,743.71	281,873.29	21.18%	75,743.71
226-34781.122 Childcare - DC	285,150.00	56,597.08	228,552.92	19.85%	56,597.08
226-34782.000 SHARED STAFFING CONTRACT	11,925.00	0.00	11,925.00	0.00%	0.00
226-39505.000 SPONSORSHIP	8,675.00	0.00	8,675.00	0.00%	0.00
<b>Total Revenues</b>	<b>1,609,847.00</b>	<b>391,950.96</b>	<b>1,217,896.04</b>	<b>24.35%</b>	<b>175,653.56</b>
226-43200.805 Interest Expense	0.00	311.67	-311.67	100.00%	0.00
<b>226-45110 ADMINISTRATION</b>					
226-45110.110 SALARIES - REGULAR	32,718.00	5,227.74	27,490.26	15.98%	2,323.44
226-45110.140 SALARIES - PART-TIME	15,121.00	481.50	14,639.50	3.18%	72.00
226-45110.210 HEALTH INS & OTHER BENEFIT	9,717.00	5,395.43	4,321.57	55.53%	1,133.49
226-45110.220 SOCIAL SECURITY	3,660.00	436.69	3,223.31	11.93%	183.22
226-45110.226 WORKERS COMPENSATION INS	30,006.00	15,289.50	14,716.50	50.95%	2,162.49
226-45110.230 RETIREMENT	4,150.00	0.00	4,150.00	0.00%	0.00
226-45110.291 HEALTH IMP PROGRAMS	350.00	0.00	350.00	0.00%	0.00
226-45110.330 OTHER PROFESSIONAL SVCS	4,667.00	1,000.00	3,667.00	21.43%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
226-45110.340 COMPUTER EXPENSES	0.00	8,649.82	-8,649.82	100.00%	1,469.64
226-45110.442 Equipment Rentals	2,000.00	150.00	1,850.00	7.50%	150.00
226-45110.500 TRAINING, CONF, DUES	10,387.00	6,680.46	3,706.54	64.32%	4,304.06
226-45110.530 COMMUNICATIONS	1,680.00	2,238.04	-558.04	133.22%	439.55
226-45110.535 TELEPHONE SVCS	4,500.00	0.00	4,500.00	0.00%	0.00
226-45110.536 POSTAGE	3,219.00	2,238.74	980.26	69.55%	198.24
226-45110.550 PRINTING & ADVERTISING	15,400.00	2,755.00	12,645.00	17.89%	0.00
<b>Total ADMINISTRATION</b>	<b>137,575.00</b>	<b>50,542.92</b>	<b>87,032.08</b>	<b>36.74%</b>	<b>12,436.13</b>
<b>226-45115 RECREATION PROGRAMS</b>					
226-45115.140 SALARIES - PART -TIME	40,093.00	7,030.01	33,062.99	17.53%	1,071.50
226-45115.220 SOCIAL SECURITY	3,079.00	537.80	2,541.20	17.47%	81.97
226-45115.330 OTHER PROFESSIONAL SVCS	86,206.00	41,528.04	44,677.96	48.17%	1,084.00
226-45115.410 WATER & SEWER CHARGES	800.00	0.00	800.00	0.00%	0.00
226-45115.434 MAINTENANCE-BLDGS/GROUNDS	250.00	0.00	250.00	0.00%	0.00
226-45115.440 RENTAL	1,400.00	0.00	1,400.00	0.00%	0.00
226-45115.442 EQUIPMENT RENTALS	1,225.00	460.00	765.00	37.55%	0.00
226-45115.500 TRAINING, CONF, DUES	850.00	0.00	850.00	0.00%	0.00
226-45115.536 POSTAGE	79.00	0.00	79.00	0.00%	0.00
226-45115.550 PRINTING & ADVERTISING	354.00	0.00	354.00	0.00%	0.00
226-45115.580 TRAVEL	1,508.00	0.00	1,508.00	0.00%	0.00
226-45115.610 SUPPLIES	24,795.00	12,224.87	12,570.13	49.30%	3,501.93
226-45115.800 STUDENT SPECIAL PROGRAMS	1,388.00	755.20	632.80	54.41%	0.00
<b>Total RECREATION PROGRAMS</b>	<b>162,027.00</b>	<b>62,535.92</b>	<b>99,491.08</b>	<b>38.60%</b>	<b>5,739.40</b>
<b>226-45120 AFTER SCHOOL CARE</b>					
226-45120.110 SALARIES - REGULAR	172,966.00	60,272.18	112,693.82	34.85%	21,463.60
226-45120.140 SALARIES - PART-TIME	149,687.00	28,408.35	121,278.65	18.98%	14,821.13
226-45120.210 HEALTH INS & OTHER BENEFIT	64,490.00	20,493.07	43,996.93	31.78%	7,192.01
226-45120.220 SOCIAL SECURITY	24,384.00	6,891.03	17,492.97	28.26%	2,815.59
226-45120.230 RETIREMENT	19,973.00	7,407.04	12,565.96	37.09%	2,146.32
226-45120.291 HEALTH IMP PROGRAMS	1,750.00	686.48	1,063.52	39.23%	349.00
226-45120.330 OTHER PROFESSIONAL SVCS	15,566.00	971.50	14,594.50	6.24%	870.00
226-45120.421 TRUCK LEASE	23,845.00	23,845.32	-0.32	100.00%	0.00
226-45120.500 TRAINING, CONF, DUES	13,835.00	3,563.07	10,271.93	25.75%	1,092.47
226-45120.580 TRAVEL	30,259.00	1,334.32	28,924.68	4.41%	1,334.32
226-45120.610 SUPPLIES	28,061.00	6,962.93	21,098.07	24.81%	4,955.58
226-45120.626 GAS, GREASE & OIL	1,750.00	70.39	1,679.61	4.02%	0.00
<b>Total AFTER SCHOOL CARE</b>	<b>546,566.00</b>	<b>160,905.68</b>	<b>385,660.32</b>	<b>29.44%</b>	<b>57,040.02</b>
<b>226-45121 PRESCHOOL</b>					
226-45121.110 SALARIES - REGULAR	163,013.00	51,458.48	111,554.52	31.57%	12,988.88
226-45121.140 SALARIES - PART-TIME	41,438.00	7,856.77	33,581.23	18.96%	1,343.49
226-45121.210 HEALTH INS & OTHER BENEFIT	86,583.00	22,342.65	64,240.35	25.80%	5,294.67
226-45121.220 SOCIAL SECURITY	15,641.00	4,550.58	11,090.42	29.09%	1,097.37
226-45121.230 RETIREMENT	16,300.00	5,129.28	11,170.72	31.47%	1,282.32
226-45121.291 HEALTH IMP PROGRAMS	1,400.00	120.00	1,280.00	8.57%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
226-45121.330 OTHER PROFESSIONAL SVCS	2,710.00	1,792.09	917.91	66.13%	660.15
226-45121.440 RENTAL	5,000.00	0.00	5,000.00	0.00%	0.00
226-45121.500 TRAINING, CONF, DUES	11,998.00	4,815.43	7,182.57	40.14%	2,603.98
226-45121.530 COMMUNICATIONS	0.00	813.27	-813.27	100.00%	203.32
226-45121.580 TRAVEL	960.00	384.30	575.70	40.03%	162.00
226-45121.610 SUPPLIES	4,500.00	3,822.95	677.05	84.95%	651.54
<b>Total PRESCHOOL</b>	<b>349,543.00</b>	<b>103,085.80</b>	<b>246,457.20</b>	<b>29.49%</b>	<b>26,287.72</b>
<b>226-45122 SUMMER DAY CAMPS</b>					
226-45122.110 SALARIES - REGULAR	35,535.00	11,320.51	24,214.49	31.86%	20.71
226-45122.140 SALARIES - PART-TIME	160,235.00	139,974.79	20,260.21	87.36%	0.00
226-45122.220 SOCIAL SECURITY	14,976.00	11,582.08	3,393.92	77.34%	1.58
226-45122.330 OTHER PROFESSIONAL SVCS	6,062.00	3,470.01	2,591.99	57.24%	30.00
226-45122.580 TRAVEL	25,170.00	25,238.83	-68.83	100.27%	0.00
226-45122.610 Supplies	15,499.00	8,225.00	7,274.00	53.07%	159.86
<b>Total SUMMER DAY CAMPS</b>	<b>257,477.00</b>	<b>199,811.22</b>	<b>57,665.78</b>	<b>77.60%</b>	<b>212.15</b>
<b>226-45124 POOL</b>					
226-45124.140 SALARIES - PART-TIME	91,127.00	61,562.31	29,564.69	67.56%	0.00
226-45124.220 SOCIAL SECURITY	6,972.00	4,749.80	2,222.20	68.13%	0.00
226-45124.330 OTHER PROFESSIONAL SVCS	9,110.00	3,963.04	5,146.96	43.50%	3,329.04
226-45124.410 WATER & SEWER CHARGES	1,799.00	0.00	1,799.00	0.00%	0.00
226-45124.434 MAINTENANCE-BLDGS/GROUNDS	16,496.00	11,645.57	4,850.43	70.60%	385.11
226-45124.610 SUPPLIES	5,839.00	2,605.23	3,233.77	44.62%	0.00
<b>Total POOL</b>	<b>131,343.00</b>	<b>84,525.95</b>	<b>46,817.05</b>	<b>64.36%</b>	<b>3,714.15</b>
<b>226-45125 CONCESSIONS</b>					
226-45125.140 SALARIES - PART-TIME	7,693.00	6,892.03	800.97	89.59%	0.00
226-45125.220 SOCIAL SECURITY	589.00	527.23	61.77	89.51%	0.00
226-45125.500 TRAINING, CONF, DUES	140.00	0.00	140.00	0.00%	0.00
226-45125.610 SUPPLIES	15,394.00	8,917.16	6,476.84	57.93%	0.00
<b>Total CONCESSIONS</b>	<b>23,816.00</b>	<b>16,336.42</b>	<b>7,479.58</b>	<b>68.59%</b>	<b>0.00</b>
<b>226-45220 PARKS &amp; FACILITIES</b>					
226-45220.550 TRAINING, CONF, DUES	1,500.00	1,783.66	-283.66	118.91%	621.61
226-45220.610 PARKS & FACILITIES SUPPLI	0.00	1,816.00	-1,816.00	100.00%	1,816.00
<b>Total PARKS &amp; FACILITIES</b>	<b>1,500.00</b>	<b>3,599.66</b>	<b>-2,099.66</b>	<b>239.98%</b>	<b>2,437.61</b>
<b>Total Expenditures</b>	<b>1,609,847.00</b>	<b>681,655.24</b>	<b>928,191.76</b>	<b>42.34%</b>	<b>107,867.18</b>
<b>Total EJRP PPROGRAMS FUND</b>	<b>0.00</b>	<b>-289,704.28</b>	<b>289,704.28</b>	<b>-100.00%</b>	<b>67,786.40</b>
<b>230-331 GRANT REVENUE</b>					
230-33120.000 CRES CNCTR GRANT STP 5300	0.00	26,945.55	-26,945.55	100.00%	26,945.55
230-33123.000 PEARL MISS LNK EJ STP 530	0.00	536,451.48	-536,451.48	100.00%	517,984.10

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total GRANT REVENUE</b>	<b>0.00</b>	<b>563,397.03</b>	<b>-563,397.03</b>	<b>100.00%</b>	<b>544,929.65</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>0.00</b>
<b>230-361 INTEREST EARNINGS</b>					
230-36101.000 INTEREST EARNINGS	0.00	10.51	-10.51	100.00%	0.00
<b>Total INTEREST EARNINGS</b>	<b>0.00</b>	<b>10.51</b>	<b>-10.51</b>	<b>100.00%</b>	<b>0.00</b>
230-37000.000 BRICK/MANS STRM CAO462	0.00	3,593.65	-3,593.65	100.00%	3,593.65
<b>230-391 GENERAL FUND TRANSFER IN</b>					
230-39110.000 CONTRIB FROM GENERAL FUND	0.00	73,895.50	-73,895.50	100.00%	0.00
<b>Total GENERAL FUND TRANSFER IN</b>	<b>0.00</b>	<b>73,895.50</b>	<b>-73,895.50</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>640,896.69</b>	<b>-640,896.69</b>	<b>100.00%</b>	<b>548,523.30</b>
230-46801.006 MULTI-USE PATH NORTH	0.00	657.00	-657.00	100.00%	0.00
230-46801.007 PEARL ST. LINKING SIDEWAL	0.00	733,322.23	-733,322.23	100.00%	200,169.96
230-46801.008 CRESCENT CONNECTOR	0.00	107,309.29	-107,309.29	100.00%	33,626.04
230-46801.015 HILLCREST SIDEWALK	0.00	206,248.53	-206,248.53	100.00%	35,077.68
230-46801.016 MAIN PED BRIDGE BC828	0.00	4,531.50	-4,531.50	100.00%	3,091.50
230-46801.017 GREENWOOD DRAINAGE	0.00	323.68	-323.68	100.00%	323.68
230-46801.805 Interest Exp. on cash	0.00	227.16	-227.16	100.00%	0.00
<b>Total Expenditures</b>	<b>0.00</b>	<b>1,052,619.39</b>	<b>-1,052,619.39</b>	<b>100.00%</b>	<b>272,288.86</b>
<b>Total GEN FUND CAP RESERVE</b>	<b>0.00</b>	<b>-411,722.70</b>	<b>411,722.70</b>	<b>-100.00%</b>	<b>276,234.44</b>
231-36101.000 INTEREST EARNINGS	0.00	170.03	-170.03	100.00%	0.00
231-39110.000 CONTRIB FROM GENERAL FUND	0.00	53,406.00	-53,406.00	100.00%	0.00
231-39300.000 BOND PROCEEDS	0.00	150,000.00	-150,000.00	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>203,576.03</b>	<b>-203,576.03</b>	<b>100.00%</b>	<b>0.00</b>
231-43131.162 COMPRESSOR	0.00	12,379.75	-12,379.75	100.00%	0.00
231-43131.163 PIERCE ARROW PUMPER	0.00	572,347.00	-572,347.00	100.00%	0.00
231-43131.164 SIDEWALK PLOW (FY18)	0.00	142.50	-142.50	100.00%	142.50
231-47117.000 FIRE TRUCK LOAN PRINCIPAL	0.00	50,000.00	-50,000.00	100.00%	0.00
231-47217.000 INTEREST EXPENSE	0.00	786.57	-786.57	100.00%	0.00
<b>Total Expenditures</b>	<b>0.00</b>	<b>635,655.82</b>	<b>-635,655.82</b>	<b>100.00%</b>	<b>142.50</b>
<b>Total ROLLING STOCK FUND</b>	<b>0.00</b>	<b>-432,079.79</b>	<b>432,079.79</b>	<b>-100.00%</b>	<b>-142.50</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
232-36101.000 INTEREST EARNINGS	0.00	76.19	-76.19	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>76.19</b>	<b>-76.19</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total LAND ACQUISITION FUND</b>	<b>0.00</b>	<b>76.19</b>	<b>-76.19</b>	<b>-100.00%</b>	<b>0.00</b>
233-36101.000 Interest Earnings	0.00	4.19	-4.19	100.00%	0.00
233-39110.000 CONTRIBUTION FROM GEN FUN	0.00	27,413.00	-27,413.00	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>27,417.19</b>	<b>-27,417.19</b>	<b>100.00%</b>	<b>0.00</b>
233-46801.001 TRUCK/TRACTOR LEASE	0.00	13,524.89	-13,524.89	100.00%	0.00
233-46801.004 MAINT GARAGE/CAMP ADDITIO	0.00	9,950.00	-9,950.00	100.00%	6,000.00
233-46801.805 Interest Expense	0.00	3.50	-3.50	100.00%	0.00
<b>Total Expenditures</b>	<b>0.00</b>	<b>23,478.39</b>	<b>-23,478.39</b>	<b>100.00%</b>	<b>6,000.00</b>
<b>Total EWRP CAP RESERVE</b>	<b>0.00</b>	<b>3,938.80</b>	<b>-3,938.80</b>	<b>-100.00%</b>	<b>-6,000.00</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>253-468 CAPITAL PROJECTS</b>					
<b>Total CAPITAL PROJECTS</b>	<b>0.00</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>0.00</b>
<b>Total BOND FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>254-3 REVENUE</b>					
<b>254-34 OPERATING REVENUE</b>					
254-34402.000 INTEREST EARNINGS	0.00	2.58	-2.58	100.00%	0.00
254-34403.000 MISC. - UNCLASSIFIED RECE	0.00	250.00	-250.00	100.00%	0.00
<b>254-348 USER CHARGES</b>					
254-34801.000 SALE OF WATER-RESIDENTIAL	930,063.00	480,840.05	449,222.95	51.70%	357,205.97
254-34811.000 WATER BILLING PENALTIES	4,000.00	417.28	3,582.72	10.43%	0.00
254-34812.000 WATER SALES - LARGE USERS	91,480.00	23,920.56	67,559.44	26.15%	9,153.03
254-34821.000 HOOK ON FEES	15,000.00	2,200.00	12,800.00	14.67%	1,650.00
<b>Total USER CHARGES</b>	<b>1,040,543.00</b>	<b>507,377.89</b>	<b>533,165.11</b>	<b>48.76%</b>	<b>368,009.00</b>
<b>254-349 GF PASS THROUGH REVENUES</b>					
254-34900.000 SALE OF WATER-GF	2,681,600.00	688,125.90	1,993,474.10	25.66%	263,306.40
254-34902.000 SALE OF WATER - GF VT TA	63,875.00	16,383.95	47,491.05	25.65%	6,269.20
<b>Total GF PASS THROUGH REVENUES</b>	<b>2,745,475.00</b>	<b>704,509.85</b>	<b>2,040,965.15</b>	<b>25.66%</b>	<b>269,575.60</b>
<b>Total OPERATING REVENUE</b>	<b>3,786,018.00</b>	<b>1,212,140.32</b>	<b>2,573,877.68</b>	<b>32.02%</b>	<b>637,584.60</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>254-390 NON OPERATING REVENUE</b>					
254-39000.001 CURRENT YR CONTRIBUTION I	0.00	40,000.00	-40,000.00	100.00%	0.00
<b>Total NON OPERATING REVENUE</b>	<b>0.00</b>	<b>40,000.00</b>	<b>-40,000.00</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total REVENUE</b>	<b>3,786,018.00</b>	<b>1,252,140.32</b>	<b>2,533,877.68</b>	<b>33.07%</b>	<b>637,584.60</b>
<b>Total Revenues</b>	<b>3,786,018.00</b>	<b>1,252,140.32</b>	<b>2,533,877.68</b>	<b>33.07%</b>	<b>637,584.60</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	111,775.00	25,159.41	86,615.59	22.51%	7,947.33
254-43200.130 SALARIES OVERTIME	14,000.00	1,424.22	12,575.78	10.17%	428.51
254-43200.140 SALARIES PART TIME	5,293.00	1,800.99	3,492.01	34.03%	262.52
<b>Total WATER FUND SALARIES</b>	<b>131,068.00</b>	<b>28,384.62</b>	<b>102,683.38</b>	<b>21.66%</b>	<b>8,638.36</b>
<b>254-43200.2 WATER FUND BENEFITS</b>					
254-43200.210 HEALTH INS & OTHER BENEFIT	44,500.00	8,559.14	35,940.86	19.23%	2,095.76
254-43200.220 SOCIAL SECURITY	10,091.00	2,205.67	7,885.33	21.86%	661.22
254-43200.226 WORKERS COMP INSURANCE	6,624.00	1,481.97	5,142.03	22.37%	432.17
254-43200.230 RETIREMENT	11,178.00	2,359.56	8,818.44	21.11%	794.89
254-43200.250 UNEMPLOYMENT INSURANCE	353.00	5.42	347.58	1.54%	0.79
<b>Total WATER FUND BENEFITS</b>	<b>72,746.00</b>	<b>14,611.76</b>	<b>58,134.24</b>	<b>20.09%</b>	<b>3,984.83</b>
254-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	0.00	1,000.00	0.00%	0.00
254-43200.335 AUDIT	3,623.00	0.00	3,623.00	0.00%	0.00
254-43200.340 COMPUTER EXPENSES	1,500.00	842.40	657.60	56.16%	0.00
254-43200.410 WATER AND SEWER CHARGE	200.00	24.74	175.26	12.37%	0.00
254-43200.411 CWD WATER PURCHASE	493,810.00	118,846.39	374,963.61	24.07%	48,006.21
254-43200.412 STATE WATER TAX	12,662.00	2,829.68	9,832.32	22.35%	1,143.01
254-43200.430 WATER LINES MAINT-BREAKS	16,000.00	4,911.54	11,088.46	30.70%	356.28
254-43200.432 VEHICLE MAINTENANCE	0.00	60.00	-60.00	100.00%	60.00
254-43200.441 RIGHT OF WAY AGREEMENTS	142.00	0.00	142.00	0.00%	0.00
254-43200.491 CONTRACTUAL SERVICES	106,531.00	25,852.50	80,678.50	24.27%	0.00
254-43200.500 TRAINING, CONFERENCES, DU	2,000.00	205.00	1,795.00	10.25%	29.00
254-43200.521 LIABILITY & PROPERTY INS.	3,011.00	1,268.02	1,742.98	42.11%	0.00
254-43200.535 TELEPHONE SERVICES	1,000.00	418.49	581.51	41.85%	139.48
254-43200.536 POSTAGE	2,000.00	515.61	1,484.39	25.78%	0.00
254-43200.550 PRINTING AND ADVERTISING	2,000.00	101.83	1,898.17	5.09%	0.00
254-43200.570 MAINTENANCE OTHER	2,000.00	618.11	1,381.89	30.91%	-104.11
254-43200.572 INTERVIEW COSTS	0.00	175.00	-175.00	100.00%	0.00
254-43200.610 SUPPLIES	6,000.00	2,555.81	3,444.19	42.60%	0.40
254-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	549.87	950.13	36.66%	0.00
254-43200.613 METERS AND PARTS	1,000.00	0.00	1,000.00	0.00%	0.00

WATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
254-43200.614 DISTRIBUTION MATERIALS	7,000.00	3,453.21	3,546.79	49.33%	3,453.21
254-43200.622 ELECTRICAL SERVICE	750.00	141.84	608.16	18.91%	40.32
254-43200.623 HEATING/NATURAL GAS	4,000.00	89.96	3,910.04	2.25%	35.79
254-43200.626 GAS, GREASE AND OIL	3,000.00	253.50	2,746.50	8.45%	75.67
254-43200.742 TRANS TO CAPITAL RESERVE	160,000.00	40,000.00	120,000.00	25.00%	0.00
254-43200.805 INTEREST EXPENSE	0.00	46.50	-46.50	100.00%	0.00
254-43200.891 CAPITAL OUTLAY	6,000.00	0.00	6,000.00	0.00%	0.00
<b>Total GENERAL EXPENSES</b>	<b>1,040,543.00</b>	<b>246,756.38</b>	<b>793,786.62</b>	<b>23.71%</b>	<b>65,858.45</b>
<b>254-4321 GF WATER EXPENSES</b>					
254-43210.411 CWD WATER PURC - GF	2,681,600.00	688,125.90	1,993,474.10	25.66%	263,306.40
254-43210.412 STATE WATER TAX - GF	63,875.00	16,383.95	47,491.05	25.65%	6,269.20
<b>Total GF WATER EXPENSES</b>	<b>2,745,475.00</b>	<b>704,509.85</b>	<b>2,040,965.15</b>	<b>25.66%</b>	<b>269,575.60</b>
<b>Total OPERATING EXPENSES</b>	<b>3,786,018.00</b>	<b>951,266.23</b>	<b>2,834,751.77</b>	<b>25.13%</b>	<b>335,434.05</b>
<b>254-433 CAPITAL PROJECT EXPENSES</b>					
254-43330.002 METER REPLACEMENT PROGRAM	0.00	1,815.73	-1,815.73	100.00%	895.20
254-43330.005 SERIES 3 BOND INTEREST	0.00	8,386.67	-8,386.67	100.00%	0.00
<b>254-43332 BONDED PROJECTS</b>					
254-43332.007 UB CONVERSION TO NEMRC	0.00	1,458.33	-1,458.33	100.00%	0.00
<b>Total BONDED PROJECTS</b>	<b>0.00</b>	<b>1,458.33</b>	<b>-1,458.33</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total CAPITAL PROJECT EXPENSES</b>	<b>0.00</b>	<b>11,660.73</b>	<b>-11,660.73</b>	<b>100.00%</b>	<b>895.20</b>
<b>Total EXPENSES</b>	<b>3,786,018.00</b>	<b>962,926.96</b>	<b>2,823,091.04</b>	<b>25.43%</b>	<b>336,329.25</b>
<b>Total Expenditures</b>	<b>3,786,018.00</b>	<b>962,926.96</b>	<b>2,823,091.04</b>	<b>25.43%</b>	<b>336,329.25</b>
<b>Total WATER FUND</b>	<b>0.00</b>	<b>289,213.36</b>	<b>-289,213.36</b>	<b>-100.00%</b>	<b>301,255.35</b>
<b>255-3 REVENUE</b>					
<b>255-34 OPERATING REVENUE</b>					
255-34402.000 INTEREST EARNINGS	0.00	872.89	-872.89	100.00%	0.00
255-34403.000 MISC - UNCLASSIFIED RECEI	0.00	250.00	-250.00	100.00%	0.00
<b>255-348 VILLAGE USER CHARGES</b>					
255-34801.000 VILLAGE USER CHARGE	645,063.00	328,378.05	316,684.95	50.91%	220,174.65
255-34811.000 VILLAGE USER PENALTIES	3,000.00	433.63	2,566.37	14.45%	0.00
255-34812.000 VILL. SEPTAGE DISCHARGE I	20,000.00	0.00	20,000.00	0.00%	0.00
<b>Total VILLAGE USER CHARGES</b>	<b>668,063.00</b>	<b>328,811.68</b>	<b>339,251.32</b>	<b>49.22%</b>	<b>220,174.65</b>
<b>255-349 TRI-TOWN REVENUES</b>					
255-34900.000 WASTEWATER CHARGE - ESSEX	476,928.00	158,976.00	317,952.00	33.33%	39,744.00
255-34901.000 WASTEWATER CHARGE - WILLI	675,345.00	225,115.00	450,230.00	33.33%	56,278.75
255-34903.001 SHARED SEPTAGE REVENUES	9,511.00	0.00	9,511.00	0.00%	0.00
255-34903.005 PUMP STATION MAINT. FEES	30,300.00	7,575.00	22,725.00	25.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total TRI-TOWN REVENUES</b>	<b>1,192,084.00</b>	<b>391,666.00</b>	<b>800,418.00</b>	<b>32.86%</b>	<b>96,022.75</b>
<b>Total OPERATING REVENUE</b>	<b>1,860,147.00</b>	<b>721,600.87</b>	<b>1,138,546.43</b>	<b>38.79%</b>	<b>316,197.40</b>
<b>255-39 NON OPERATING INCOME</b>					
255-39000.001 CURRENT YR CONTRIBUTION I	0.00	80,000.00	-80,000.00	100.00%	0.00
255-39700.002 ESSEX - DEBT PAYMENT	0.00	290,936.90	-290,936.90	100.00%	28,037.38
255-39700.003 WILLISTON - DEBT PAYMENT	0.00	278,055.88	-278,055.88	100.00%	26,508.07
255-39700.004 ESSEX JCT - DEBT PAYMENT	0.00	304,537.39	-304,537.39	100.00%	0.00
<b>Total NON OPERATING INCOME</b>	<b>0.00</b>	<b>953,530.17</b>	<b>-953,530.17</b>	<b>100.00%</b>	<b>54,545.45</b>
<b>Total REVENUE</b>	<b>1,860,147.00</b>	<b>1,675,130.74</b>	<b>185,016.26</b>	<b>90.05%</b>	<b>370,742.85</b>
<b>Total Revenues</b>	<b>1,860,147.00</b>	<b>1,675,130.74</b>	<b>185,016.26</b>	<b>90.05%</b>	<b>370,742.85</b>
<b>255-43 EXPENSES</b>					
<b>255-4320 GENERAL EXPENSES</b>					
<b>255-43200.1 WWTF SALARIES</b>					
255-43200.110 SALARIES REGULAR	340,008.00	99,896.54	240,111.46	29.38%	24,509.53
255-43200.130 SALARIES OVERTIME	48,000.00	13,006.98	34,993.02	27.10%	3,665.87
255-43200.140 SALARIES PART TIME	10,000.00	11,666.28	-1,666.28	116.66%	1,928.43
<b>Total WWTF SALARIES</b>	<b>398,008.00</b>	<b>124,569.80</b>	<b>273,438.20</b>	<b>31.30%</b>	<b>30,103.83</b>
<b>255-43200.2 WWTF BENEFITS</b>					
255-43200.210 HEALTH INS & OTHER BENEFIT	119,377.00	33,345.86	86,031.14	27.93%	6,511.61
255-43200.220 SOCIAL SECURITY	30,613.00	9,396.47	21,216.53	30.69%	2,278.72
255-43200.226 WORKERS COMP INSURANCE	20,215.00	5,436.00	14,779.00	26.89%	1,314.56
255-43200.230 RETIREMENT	34,001.00	10,267.87	23,733.13	30.20%	2,571.95
255-43200.250 UNEMPLOYMENT INSURANCE	500.00	57.50	442.50	11.50%	5.77
<b>Total WWTF BENEFITS</b>	<b>204,706.00</b>	<b>58,503.70</b>	<b>146,202.30</b>	<b>28.58%</b>	<b>12,682.61</b>
255-43200.320 LEGAL SERVICES	1,000.00	0.00	1,000.00	0.00%	0.00
255-43200.330 OTHER PROFESSIONAL SERVIC	4,000.00	0.00	4,000.00	0.00%	0.00
255-43200.335 AUDIT	4,253.00	0.00	4,253.00	0.00%	0.00
255-43200.410 WATER AND SEWER CHARGE	3,000.00	435.51	2,564.49	14.52%	0.00
255-43200.432 VEHICLE MAINTENANCE	3,000.00	383.90	2,616.10	12.80%	0.00
255-43200.491 CONTRACTUAL SERVICES	53,266.00	12,926.25	40,339.75	24.27%	0.00
255-43200.500 TRAINING, CONFERENCES, DU	6,500.00	2,032.07	4,467.93	31.26%	249.83
255-43200.521 LIABILITY & PROPERTY INS.	38,015.00	13,905.62	24,109.38	36.58%	0.00
255-43200.535 TELEPHONE SERVICES	6,000.00	1,267.47	4,732.53	21.12%	558.20
255-43200.565 GRIT DISPOSAL	15,000.00	3,674.64	11,325.36	24.50%	918.66
255-43200.567 SLUDGE PROCESSING	130,000.00	0.00	130,000.00	0.00%	0.00
255-43200.568 SLUDGE MANAGEMENT	150,000.00	9,282.61	140,717.39	6.19%	2,418.74
255-43200.569 WWTF ANNUAL PERMIT FEE	9,900.00	0.00	9,900.00	0.00%	0.00
255-43200.570 MAINTENANCE OTHER	90,000.00	38,033.97	51,966.03	42.26%	10,286.05

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
255-43200.577 CONTRACT LABORATORY SERVI	9,000.00	1,521.00	7,479.00	16.90%	665.00
255-43200.610 SUPPLIES	10,000.00	1,345.28	8,654.72	13.45%	556.82
255-43200.612 UNIFORMS,BOOTS,ETC	5,000.00	1,424.75	3,575.25	28.50%	433.97
255-43200.618 SUPPLIES - LABORATORY	15,000.00	3,402.82	11,597.18	22.69%	2,002.33
255-43200.619 CHEMICALS	210,000.00	77,726.51	132,273.49	37.01%	13,954.74
255-43200.622 ELECTRICAL SERVICE	150,000.00	29,686.22	120,313.78	19.79%	10,063.93
255-43200.623 HEATING/NATURAL GAS	20,000.00	2,527.94	17,472.06	12.64%	1,038.84
255-43200.626 GAS,GREASE AND OIL	4,500.00	1,728.80	2,771.20	38.42%	1,274.22
255-43200.742 TRANS TO CAPITAL RESERVE	320,000.00	80,000.00	240,000.00	25.00%	0.00
<b>Total GENERAL EXPENSES</b>	<b>1,860,148.00</b>	<b>464,378.86</b>	<b>1,395,769.14</b>	<b>24.96%</b>	<b>87,207.77</b>
<b>255-433 CAPITAL PROJECTS/EXPENSES</b>					
255-43330.001 RZEDB Interest	0.00	23,439.58	-23,439.58	100.00%	0.00
255-43330.007 CWSRF RFL-148 ADMIN FEE	0.00	247,860.99	-247,860.99	100.00%	0.00
255-43330.009 AUTOMATIC SAMPLERS	0.00	2,032.09	-2,032.09	100.00%	0.00
255-43330.012 ALKALINITY CNTRL INSTALLA	0.00	2,953.16	-2,953.16	100.00%	2,796.66
<b>Total CAPITAL PROJECTS/EXPENSES</b>	<b>0.00</b>	<b>276,285.82</b>	<b>-276,285.82</b>	<b>100.00%</b>	<b>2,796.66</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>0.00</b>
<b>Total EXPENSES</b>	<b>1,860,148.00</b>	<b>740,664.68</b>	<b>1,119,483.32</b>	<b>39.82%</b>	<b>90,004.43</b>
<b>Total Expenditures</b>	<b>1,860,148.00</b>	<b>740,664.68</b>	<b>1,119,483.32</b>	<b>39.82%</b>	<b>90,004.43</b>
<b>Total WASTEWATER FUND</b>	<b>-1.00</b>	<b>934,466.06</b>	<b>-934,466.06</b>		<b>280,738.42</b>
<b>256-3 REVENUE</b>					
<b>256-33 INTERGOVERNMENTAL REVENUE</b>					
256-33900.000 ESSEX PUMP STATION FEES	23,878.00	0.00	23,878.00	0.00%	0.00
256-33900.001 PARY AGREEMNT REV	15,000.00	0.00	15,000.00	0.00%	0.00
<b>Total INTERGOVERNMENTAL REVENUE</b>	<b>38,878.00</b>	<b>0.00</b>	<b>38,878.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>256-34 OPERATING REVENUE</b>					
256-34402.000 INTEREST EARNINGS	0.00	1,630.45	-1,630.45	100.00%	0.00
256-34403.000 MISC. - UNCLASSIFIED RECE	0.00	3,000.00	-3,000.00	100.00%	0.00
<b>256-348 USER CHARGES</b>					
256-34801.000 ANNUAL CUSTOMER CHARGE	567,372.00	287,357.85	280,014.15	50.65%	178,875.82
256-34811.000 ANNUAL CUSTOMER CHARGE -	2,500.00	490.04	2,009.96	19.60%	0.00
256-34821.000 HOOK ON FEES	30,000.00	3,000.00	27,000.00	10.00%	2,000.00
<b>Total USER CHARGES</b>	<b>599,872.00</b>	<b>290,847.89</b>	<b>309,024.11</b>	<b>48.48%</b>	<b>180,875.82</b>
<b>Total OPERATING REVENUE</b>	<b>599,872.00</b>	<b>295,478.34</b>	<b>304,393.66</b>	<b>49.26%</b>	<b>180,875.82</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>256-39 NON OPERATING REVENUE</b>					
256-39000.001 CURRENT YR CONTRIBUTION I	0.00	23,750.00	-23,750.00	100.00%	0.00
256-39200.001 WWTF CAPACITY SALE REVENUE	0.00	100,000.00	-100,000.00	100.00%	0.00
<b>Total NON OPERATING REVENUE</b>	<b>0.00</b>	<b>123,750.00</b>	<b>-123,750.00</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total REVENUE</b>	<b>638,750.00</b>	<b>419,228.34</b>	<b>219,521.66</b>	<b>65.63%</b>	<b>180,875.82</b>
<b>Total Revenues</b>	<b>638,750.00</b>	<b>419,228.34</b>	<b>219,521.66</b>	<b>65.63%</b>	<b>180,875.82</b>
<b>256-43 EXPENSES</b>					
<b>256-432 OPERATING EXPENSES</b>					
<b>256-43200.1 SANITATION SALARIES</b>					
256-43200.110 SALARIES REGULAR	86,641.00	18,294.41	68,346.59	21.12%	4,599.58
256-43200.130 SALARIES OVERTIME	12,000.00	1,711.85	10,288.15	14.27%	573.34
256-43200.140 SALARIES PART TIME	5,293.00	1,800.99	3,492.01	34.03%	262.52
<b>Total SANITATION SALARIES</b>	<b>103,934.00</b>	<b>21,807.25</b>	<b>82,126.75</b>	<b>20.98%</b>	<b>5,435.44</b>
<b>256-43200.2 SANITATION BENEFITS</b>					
256-43200.210 HEALTH INS & OTHER BENEFIT	44,500.00	13,370.41	31,129.59	30.05%	3,022.80
256-43200.220 SOCIAL SECURITY	8,013.00	1,680.78	6,332.22	20.98%	416.48
256-43200.226 WORKERS COMP INSURANCE	5,208.00	1,121.89	4,086.11	21.54%	294.56
256-43200.230 RETIREMENT	8,664.00	1,833.05	6,830.95	21.16%	460.26
256-43200.250 UNEMPLOYMENT INSURANCE	328.00	5.42	322.58	1.65%	0.79
<b>Total SANITATION BENEFITS</b>	<b>66,713.00</b>	<b>18,011.55</b>	<b>48,701.45</b>	<b>27.00%</b>	<b>4,194.89</b>
256-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	0.00	1,000.00	0.00%	0.00
256-43200.335 AUDIT	1,812.00	0.00	1,812.00	0.00%	0.00
256-43200.340 COMPUTER EXPENSES	2,500.00	1,684.80	815.20	67.39%	0.00
256-43200.410 WATER AND SEWER CHARGE	500.00	68.05	431.95	13.61%	0.00
256-43200.430 SANITATION LINES MAINTENA	6,500.00	650.00	5,850.00	10.00%	0.00
256-43200.434 PUMP STATION MAINTENANCE	10,000.00	4,597.68	5,402.32	45.98%	2,015.94
256-43200.436 SANIT. LINE BACK-UP CLEAN	2,000.00	0.00	2,000.00	0.00%	0.00
256-43200.441 RIGHT OF WAY AGREEMENTS	1,098.00	1,188.78	-90.78	108.27%	0.00
256-43200.491 CONTRACTUAL SERVICES	136,831.00	33,427.50	103,403.50	24.43%	0.00
256-43200.500 TRAINING, CONFERENCES, DU	200.00	0.00	200.00	0.00%	0.00
256-43200.521 LIABILITY & PROPERTY INS.	5,812.00	2,204.98	3,607.02	37.94%	0.00
256-43200.536 POSTAGE	3,500.00	918.93	2,581.07	26.26%	0.00
256-43200.550 PRINTING AND ADVERTISING	550.00	203.67	346.33	37.03%	0.00
256-43200.570 MAINTENANCE OTHER	1,500.00	60.00	1,440.00	4.00%	60.00
256-43200.610 SUPPLIES	1,000.00	368.49	631.51	36.85%	247.63
256-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	240.00	1,260.00	16.00%	0.00
256-43200.622 ELECTRICAL SERVICE	12,000.00	2,894.07	9,105.93	24.12%	785.31
256-43200.623 HEATING/NATURAL GAS	1,300.00	108.16	1,191.84	8.32%	41.47
256-43200.626 GAS,GREASE AND OIL	2,500.00	756.18	1,743.82	30.25%	461.28
256-43200.742 TRANS TO CAPITAL RESERVE	95,000.00	23,750.00	71,250.00	25.00%	0.00
<b>256-43220 ESSEX PS COSTS</b>					

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
256-43220.001 SUSIE WILSON PS COSTS	9,000.00	2,946.10	6,053.90	32.73%	1,046.58
256-43220.002 WEST ST PS COSTS	11,000.00	2,882.01	8,117.99	26.20%	562.37
<b>Total ESSEX PS COSTS</b>	<b>20,000.00</b>	<b>5,828.11</b>	<b>14,171.89</b>	<b>29.14%</b>	<b>1,608.95</b>
<b>Total OPERATING EXPENSES</b>	<b>477,750.00</b>	<b>118,768.20</b>	<b>358,981.80</b>	<b>24.86%</b>	<b>14,850.91</b>
<b>256-433 CAPITAL PROJECTS/EXPENSE</b>					
256-43330.002 METER REPLACEMENT PROGRAM	0.00	3,631.47	-3,631.47	100.00%	1,790.40
256-43332.007 UB CONVERSION TO NEMRC	0.00	2,916.67	-2,916.67	100.00%	0.00
<b>Total CAPITAL PROJECTS/EXPENSE</b>	<b>0.00</b>	<b>6,548.14</b>	<b>-6,548.14</b>	<b>100.00%</b>	<b>1,790.40</b>
<b>256-434 NON OPERATING EXPENSES</b>					
256-43455.001 TRANS TO WWTF FOR DEBT PY	0.00	304,537.39	-304,537.39	100.00%	0.00
<b>Total NON OPERATING EXPENSES</b>	<b>0.00</b>	<b>304,537.39</b>	<b>-304,537.39</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total EXPENSES</b>	<b>477,750.00</b>	<b>429,853.73</b>	<b>47,896.27</b>	<b>89.97%</b>	<b>16,641.31</b>
<b>Total Expenditures</b>	<b>477,750.00</b>	<b>429,853.73</b>	<b>47,896.27</b>	<b>89.97%</b>	<b>16,641.31</b>
<b>Total SANITATION FUND</b>	<b>161,000.00</b>	<b>-10,625.39</b>	<b>-150,374.61</b>	<b>-6.60%</b>	<b>164,234.51</b>
<b>Total All Funds</b>	<b>100,999.00</b>	<b>-998,134.88</b>	<b>897,135.88</b>	<b>-988.26%</b>	<b>711,307.92</b>



*The economic engine of Vermont.*

Community Development Department

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[www.essexjunction.org](http://www.essexjunction.org)

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Fax: (802) 878-6946

## **MEMORANDUM**

**TO:** Village Trustees and Pat Scheidel, Municipal Manager  
**FROM:** Robin Pierce, Community Development Director *RP*  
**DATE:** November 7, 2017  
**SUBJECT:** Flex-A-Seal Lease Extension

### **Issue**

The issue is whether or not the Trustees wish to extend the current renewable lease which was executed in August 2011.

### **Discussion**

The owner of Flex-A-Seal has asked for an extension of the existing lease, which expires July 31, 2021, until July 31, 2031. The new lease would be effective December 1, 2017. As part of the lease extension the monthly payment to the Village would be reduced from \$400.00 to \$200.00 a month. The Municipal Manager would sign the new lease.

### **Cost**

There is a reduction in payments to the Village (still earning \$2,400 a year), which is offset by a commitment by Flex-A-Seal to extend their tenure in the Village.

### **Recommendation**

It is recommended that the Trustees authorize the Municipal Manager to execute the new lease with Flex-A-Seal, Inc.

## GROUND LEASE FOR PARKING LOT AND OPEN SPACE

This Agreement entered into in duplicate on the 1st day of ~~August, 2011~~ December 2017, by and between the Village of Essex Junction (hereinafter referred to as "LANDLORD") and Flex-A-Seal, Inc., a Vermont corporation with principal office in Essex Junction, Vermont (hereinafter referred to as "TENANT");

### WITNESSETH:

**WHEREAS**, TENANT desires to expand its business and increase its employment in the Village of Essex Junction; and

**WHEREAS**, in connection with this expansion, TENANT desires to lease two parcels of land, one to use as a parking lot and another to be used as open space in Essex Junction, Vermont, more particularly described in Public Works Property Lease Area Plan, Exhibit A attached hereto as Lots 1 and 2; and

**WHEREAS**, LANDLORD believes that TENANT's presence in the Village, its expansion and the use of the Demised Premises would be in the public interest and is willing to lease to TENANT the Demised Premises in consideration of the rental to be paid by TENANT to LANDLORD and the other terms and conditions described herein;

**NOW THEREFORE**, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. **LEASE TERM.** The lease shall be for a term commencing on ~~August 1, 2011~~ December 1, 2017 and terminating on July 31, ~~2021~~ 2031. TENANT shall have the option to renew this lease for one (1) additional ten (10) year term, subject to LANDLORD's right to terminate the lease as described below in Paragraph 11. TENANT's ability to exercise this option to renew shall only be in effect if TENANT is not in violation of this Lease Agreement.

2. **GROUND RENTAL.** The rental amount for Lot 1 shall be ~~\$200.00~~ \$100.00 a month and for Lot B shall be ~~\$200.00~~ \$100.00, payable in monthly installments on the 1<sup>st</sup> of each month, commencing ~~August 1, 2011~~ December 1, 2017. ~~This rent, during the original lease term, shall be increased by two percent (2%) after twelve months for the duration of the initial term of the lease and shall increase two percent (2%) every twelve months thereafter. If TENANT exercises an option, it shall pay the then established rental amount plus a three percent (3%) annual increase after twelve months of their exercising the option.~~

3. **RENT TO BE NET TO LANDLORD.** It is the intention of the parties that the rent payable hereunder shall be net to LANDLORD, so that this lease shall yield to LANDLORD the net rental specified herein during the term of this lease, and that all costs, expenses and obligations of every kind and nature whatsoever relating to the Demised Premises, shall be paid by TENANT.

4. **USE OF PREMISES.** TENANT shall use Lot 1 for employee parking. TENANT shall use Lot 2 for open space only. TENANT shall not use the Demised Premises for any purpose in violation of federal, state or municipal statute or ordinance or any regulation, order, directive of a government agency such as statutes, ordinances, regulations, orders or directives that now exist or may in the future provide concerning the use and safety of the Demised Premises. TENANT shall indemnify LANDLORD from any

and all fines, penalties or claims of damage of every kind and nature arising out of the failure to comply with any such laws.

5. **CONSTRUCTION OF FENCE.** TENANT shall construct a fence approved by LANDLORD to separate Lot 1 from the remainder of the LANDLORD's premises.

6. **STORM WATER MANAGEMENT.** TENANT shall design and implement a storm water management design for the Demised Premises approved by LANDLORD.

7. **REPAIRS, ADDITIONS, REPLACEMENTS.** TENANT shall, at all times during the term of this lease, and at its own cost and expense, keep and maintain in good and prudent repair all improvements at any time erected or placed on Lot 1, and shall use all reasonable precaution to prevent waste, damage or injury. TENANT shall also be responsible for all snow removal and grounds maintenance on Lot 1.

LANDLORD shall not be required to furnish any services or facilities or to make any improvements, repairs or alterations in or to the Demised Premises during the term of this lease.

On the last day or earlier termination of the term of this lease, TENANT shall quit and surrender the Demised Premises to the LANDLORD. The improvements thereon shall become the property of the LANDLORD, but TENANT shall have the right to remove all personal property and trade fixtures, provided that TENANT repairs any damage caused by the removal of said trade fixtures.

8. **REQUIREMENTS OF PUBLIC AUTHORITY.** During the term of this lease, TENANT shall, at its own expense and cost, promptly observe and comply with all present and future laws, ordinances, requirements, orders, rules and regulations of the federal, state and local governments, and of all governmental authorities affecting the Demised Premises or appurtenances thereto or any part thereof. TENANT shall also pay all costs, expenses, liabilities, losses, damages, fines, penalties, claims and demands, including reasonable counsel fees that may in any manner arise out of or be imposed because of the failure of TENANT to comply with the covenants of this section.

TENANT, after notice to LANDLORD may, by appropriate proceedings conducted promptly at its own expense, in its name, contest in good faith the validity or enforcement of any law, ordinance, governmental rule, regulation, requirement or order referred to herein, and may defer compliance therewith provided that (1) such non-compliance shall not constitute a crime on the part of the LANDLORD, (2) the TENANT shall diligently prosecute such contest to final determination by a Court, department or governmental authority or body having final jurisdiction, and (3) the TENANT shall furnish the LANDLORD with such security, by bond or otherwise, as the LANDLORD may reasonably request in connection with such contest. The LANDLORD agrees to cooperate reasonably with the TENANT, and to execute any documents or pleadings reasonably required, for the purpose of any such contest, provided that, the TENANT shall discharge any expense or liability of the LANDLORD in connection therewith.

9. **COVENANT AGAINST LIENS.** If, because of any act or omission of TENANT, any lien, charge or order for the payment of money shall be filed against LANDLORD or any portion of the Demised Premises, TENANT shall, at its own cost and expense, cause the same to be discharged of record or bonded within ninety (90) days after written notice from LANDLORD to TENANT of the filing thereof; and TENANT shall indemnify and save harmless LANDLORD against and from all costs, liability, suits, penalties, claims and demands, including reasonable counsel fees resulting therefrom.

10. **ASSIGNMENT AND SUBLETTING.** This Lease may be assigned, sublet, mortgaged or otherwise encumbered by TENANT with thirty days notice to LANDLORD.

11. **TERMINATION.** Tenant shall have the right to terminate this lease agreement for any reason upon one hundred twenty days (120) advanced written notice to the Landlord. Landlord shall have the right to terminate this lease agreement if Tenant is no longer operating a business at their manufacturing facility with a level of activity that reasonably requires the continued use of the leased premises for the necessary and proper operation of the manufacturing facility. Such termination shall take effect only after any permits or other requirements of any public authority have been appropriately revised and issued which allow the then existing manufacturing facility to continue to operate. In such event Landlord and Tenant shall cooperate in the revision of said permits to complete the termination.

12. **INDEMNITY.** *Tenant's Indemnity.* TENANT indemnifies, defends, and holds LANDLORD harmless from claims which are:

- (a) for personal injury, death, or property damage; and
- (b) for incidents occurring in or about the Demised Premises; and
- (c) caused by the negligence or willful misconduct of TENANT, or those parties for which conduct the TENANT is legally responsible.

When the claim is caused by the joint negligence or willful misconduct of TENANT and LANDLORD or TENANT and a third party unrelated to TENANT, except TENANT's agents, employees, or invitees, TENANT's duty to defend, indemnify, and hold LANDLORD harmless shall be in proportion to TENANT's allocable share of the joint negligence or willful misconduct.

*Landlord's Indemnity.* LANDLORD indemnifies, defends, and holds TENANT harmless from claims which are:

- (a) for personal injury, death, or property damages; and
- (b) for incidents occurring in or about the Demised Premises; and
- (c) caused by the negligence or willful misconduct of LANDLORD, or those parties for whose conduct the LANDLORD is legally responsible.

When the claim is caused by the joint negligence or willful misconduct of LANDLORD and TENANT or LANDLORD and a third party unrelated to LANDLORD, except LANDLORD's agents, employees, or invitees, LANDLORD's duty to defend, indemnify, and hold TENANT harmless shall be in proportion to LANDLORD's allocable share of the joint negligence or willful misconduct.

13. **INSURANCE.** TENANT shall provide, at its expense, and keep in force during the term of this lease, general liability insurance in a good and solvent insurance company or companies licensed to do business in the State of Vermont in an amount of at least ONE MILLION DOLLARS (\$1,000,000.00) with respect to injury or death to any one person and TWO MILLION DOLLARS (\$2,000,000.00) with respect to injury or death of more than one person in any one accident or other occurrence and FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) with respect to damages to property. Such policy or policies shall include LANDLORD as an additional insured as its interest may appear. TENANT agrees to deliver certificates of such insurance to LANDLORD, at the request of LANDLORD. Such insurance policy shall be in the form commonly known as "Comprehensive General Liability" or "Owner-Landlord and Tenant."

TENANT further shall, at its expense, take out and maintain at all times all necessary workmen's compensation insurance covering all persons employed by TENANT in and about the Demised Premises.

During the term of this lease, TENANT shall keep all improvements erected by TENANT on the Demised Premises at any time insured for the benefit of LANDLORD and TENANT and the holder of any mortgage, as their respective interests may appear, against loss or damage by fire and customary extended coverage in a minimum amount necessary to avoid the effect of co-insurance provisions of the applicable policies. In no event shall the insurance coverage be less than the cost of replacement.

Not less than thirty (30) days before the expiration of any such policy, TENANT shall deliver to LANDLORD evidence of the policy's renewal, or a new certificate, together with evidence that premiums were paid for the renewal period or new policy, as the case may be. All such insurance shall contain the policy or policies, or to change the coverage, without giving thirty (30) days prior written notice to LANDLORD.

LANDLORD shall, as fee owner of the , provide, at its expense, and keep in force during the term of this lease, general liability insurance in the same amounts required of TENANT, and such policy shall include TENANT as an additional insured, as its interest may appear.

14. **DESTRUCTION.** In the event that at any time during the term of this lease the improvements on the Demised Premises shall be destroyed or damaged, in whole or in part, by fire or any other cause, then, TENANT, at its own expense and cost, shall, cause the same to be repaired, replaced or rebuilt within a reasonable time from the date of casualty loss. If TENANT fails to commence repair or rebuild as necessary within one hundred eighty (180) days from the date of casualty, and complete such repair in a timely fashion, unless TENANT is prevented from carrying out such repair because of government action, weather or similar impediment outside of the control of TENANT; then TENANT shall forthwith remove all damage and debris, and return the site to a level graded condition, so that the does not create a nuisance or eyesore in the neighborhood. Notwithstanding any damage or destruction to the improvements of TENANT, this lease shall continue in full force and effect until otherwise terminated herein, including TENANT's liability to pay the ground rental and all other charges described herein.

15. **QUIET ENJOYMENT.** TENANT, upon paying the rent and additional rent and all other sums and charges to be paid by it as herein provided, and observing and keeping all covenants, warranties, agreements and conditions of this lease on its part to be kept, shall quietly have and enjoy the Demised Premises during the term of this lease, without hindrance or molestation by LANDLORD. LANDLORD represents and warrants to TENANT that it has fee simple title to the Demised Premises, that the Demised Premises are free and clear of all mortgages, liens or other encumbrances, and LANDLORD has the power and authority to execute and deliver this lease and to carry out and perform all covenants to be performed by it hereunder.

16. **GOVERNMENTAL PERMITS.** It is understood and agreed by the parties that it shall be TENANT's sole responsibility to obtain any and all permits or licenses required from any governmental authority (including state and local subdivision approvals) for the lease itself, and improvements on said premises.

17. **DEFAULT.** In the event of TENANT'S failure to pay the rental due hereunder, any taxes or other municipal assessments when due, or any other charges or expenses referred to in this lease when the same shall be due and payable, or TENANT'S failure to perform any of the other material covenants, conditions and agreements herein contained on TENANT's part to be kept or performed, and the continuance of such failure without curing the same or taking reasonable steps to cure the same, for a period

of thirty (30) days after receipt by TENANT of notice in writing by Certificate of Mailing from LANDLORD specifying in detail the nature of such failure, then LANDLORD may, at LANDLORD's option, give to TENANT a notice of election to end the term of this lease upon a date specified in such notice, which date shall not be less than thirty (30) business days after the date of receipt by TENANT of such notice from LANDLORD, and upon the date specified in said notice, the term and estate hereby vested in TENANT shall cease and any and all other right, title and interest of TENANT hereunder shall likewise cease without further notice or lapse of time, as fully and with like effect as if the entire term of this lease had elapsed, but TENANT shall continue to be liable to LANDLORD for all rental due for the entire term of the lease, together with all costs, charges and attorneys' fees which LANDLORD may incur in connection with any action by LANDLORD against TENANT hereunder or in connection with reletting said property.

In connection with any alleged defaults by TENANT, with the exception of TENANT's failure to pay rent or other charges or expenses, the parties understand and agree that if TENANT is making a good faith attempt to correct the condition of default under this lease, LANDLORD may not elect to terminate this lease.

If either party named herein brings an action to enforce the terms hereof or declare rights hereunder, the prevailing party in any such action, on trial or appeal, shall be entitled to its reasonable attorney's fees to be paid by the losing party as fixed by the Court.

18. **WAIVERS.** Failure of LANDLORD to complain of any act or omission on the part of the TENANT shall not be deemed to be a waiver by LANDLORD of any of its rights hereunder.

19. **INTERPRETATION.** This lease and the performance thereof shall be governed, interpreted and regulated by the laws of the State of Vermont.

20. **RECORDING OF LEASE.** This lease shall not be recorded by either party. Either of the LANDLORD or the TENANT may request that both parties agree to and sign and record a notice of lease stating the names of the parties, the description of the Demised Premises, the term of this lease, and such other additional information as may be reasonably necessary to accurately reflect the terms of this lease, and to protect the legitimate interests of the LANDLORD and the TENANT against third parties.

21. **LATE CHARGE.** If any assessment payable by TENANT hereunder other than rent is not paid within thirty (30) days from due date, thereby causing a lien on the Demised Premises, or requiring payment by LANDLORD, then there shall be an automatic late payment fee equal to 5% of the then current assessment, plus interest at the then current money market rate for a thirty (30) day certificate of deposit, which shall be due and payable without notice. If any installment of rent payable by TENANT is not paid within fourteen (14) days from due date, there shall be an automatic late payment fee equal to five percent (5%) of the then current monthly rent payment; in addition, interest at the rate of twelve percent (12%) per annum shall accrue on said monthly rental payment from the due date to actual payment, which shall be due and payable without notice.

22. **INSPECTION BY LANDLORD.** Agents and other representatives of LANDLORD shall have the right to enter into and upon the Demised Premises, or any part thereof, at all reasonable hours for the purpose of examining the same for the safety or preservation or the repair of any part or portion of the Demised Premises in the event of a breach of the terms hereof by TENANT relating to repairs and hereinbefore provided, but LANDLORD assumes no obligation so to do or to inspect.

23. **HAZARDOUS MATERIALS.** TENANT represents, warrants and covenants that TENANT will not use hazardous materials on, from, or affecting the demised premises in any manner

which violates federal, state or local laws, ordinances, rules, regulations, or policies governing the use, storage, treatment, transportation, manufacture, refinement, handling, production or disposal of hazardous materials. Notwithstanding anything to the contrary, TENANT shall defend, indemnify, and hold harmless LANDLORD, its employees, agents, officers and directors from and against any claims, demands, penalties, fines, liabilities, settlements, damages, costs or expense of whatever kind or nature, known or unknown, contingent or otherwise, arising out of, or in any way related to, (i) the presence, disposal, release, or threatened release of any hazardous materials which are on, from or affecting the demised premises or the soil, water, vegetation, buildings, personal property, persons or animals located thereon; (ii) any personal injury (including wrongful death) or property damage (real or personal) arising out of or related to such hazardous materials; (iii) any lawsuit brought or threatened, settlement reached, or government order relating to such hazardous materials, and/or (iv) any violation of laws, orders, regulations, requirements, or demands of governmental authorities, which are based upon or in any way related to the presence or placement of hazardous materials on or in the demised premises subsequent to the date hereof including, without limitation, reasonable attorney and consultant fees, investigation and laboratory fees, court costs and litigation expenses.

If any notice or communication, shall be received from any governmental or regulatory entity, identifying the Demised Premises, or the land citing the release, threatened release, storage, generation, transportation, reclamation, recycling or disposal of any hazardous waste, toxic substance or any other regulated substance, not caused by TENANT and not related to TENANT'S conduct of its business on the Demised Premises, which is a health hazard to TENANT'S employees, then, TENANT shall have the option to terminate this lease immediately upon written notice to LANDLORD.

24. **ESTOPPEL CERTIFICATE.** Each party shall, without charge, at any time and from time to time, within 10 business days after the request by the other party, deliver a written instrument to such party or to any other person, firm, or corporation specified by such party, duly executed and acknowledged, certifying that this lease is unmodified and in full force and effect or, if there has been any modification, that the said case is in full force and effect as modified, and stating any and all such modifications; and specifying the dates to which the rental and other charges provided for herein have been paid.

25. **PARTIES.** The terms and conditions of this Agreement shall inure to and be binding upon the parties hereto, and their heirs, administrators, successors and assigns.

26. **SEVERABILITY.** The invalidity of any provision of this lease as determined by a court of competent jurisdiction, shall in no way affect the validity of any other provision hereof.

27. **CAPTIONS.** Article and paragraph captions are not a part hereof.

28. **INCORPORATION OF PRIOR AGREEMENTS; AMENDMENTS.** This lease contains all agreements of the parties with respect to any matters by the parties heretofore mentioned. No prior agreement or understanding pertaining to any such matter shall be effective. This lease may be modified in writing only, signed by the parties in interest at the time of the modification.

29. **HOLDING OVER.** If TENANT remains in possession of the Demised Premises or any part thereof after the expiration of the term hereof without the express written consent of LANDLORD, such occupancy shall be a tenancy from month to month at a monthly rental in the amount equal to one hundred and twenty five percent (125%) the gross rental of the most recent lease. Upon termination of this lease, the TENANT, within thirty (30) days from the effective date of such termination, shall remove all of its trade

fixtures and personal property from the Demised Premises and surrender possession thereof to LANDLORD.

30. **CUMULATIVE REMEDIES.** No remedy or election hereunder shall be deemed exclusive but shall, wherever possible, be cumulative with all other remedies at law or in equity.

31. **CONSENTS.** Wherever in this lease the consent of one party is required to an act of the other party such consent shall not be unreasonably withheld or delayed.

32. **NOTICES.** Any notice required or permitted to be given hereunder shall be in writing and may be given by personal delivery or by certified mail, return receipt requested, and if given personally or by mail, shall be deemed made and sufficiently given if addressed to TENANT or to LANDLORD at the address noted herein below. Either party may, by notice to the other, specify a different address for notice purposes. A copy of all notices required or permitted to be given to LANDLORD hereunder shall be concurrently transmitted to such party or parties at such address as LANDLORD may from time to time hereafter designate by notice to TENANT.

LANDLORD: VILLAGE OF ESSEX JUNCTION  
David A. Crawford, Village Manager  
Patrick C. Scheidel, Municipal Manager  
2 Lincoln Street  
Essex Junction, VT 05452

with a copy to: Law Offices of David A. Barra PLC  
Attention: David A. Barra, Esq.  
26 Railroad Avenue, P.O. Box 123  
Essex Junction, VT 05453-0123

TENANT: Flex-A-Seal, Inc.  
1 Jackson Street  
Essex Junction, VT 05452

with a copy to: Vincent A Paradis, Esq.  
Bergeron, Paradis & Fitzpatrick, LLP  
34 Pearl St., PO Box 174  
Essex Jct., VT 05453-0174

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the \_\_\_ day of August, 2011, 2017.

IN PRESENCE OF:

THE VILLAGE OF ESSEX JUNCTION

Witness \_\_\_\_\_

By: David A. Crawford, Village Manager  
Patrick C. Scheidel  
Duly Authorized Agent

**FLEX-A-SEAL, INC.**

\_\_\_\_\_  
Witness \_\_\_\_\_

By: \_\_\_\_\_  
(Print Name) \_\_\_\_\_  
Duly Authorized Agent