



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, NOVEMBER 28, 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. Interview for Brownell Library Board of Trustees – Merritt Joseph Knox
5. **OLD BUSINESS**
 - a. SteAmfest 2017 and 2018 – Julie Miller-Johnson
6. **NEW BUSINESS**
 - a. Discuss Joint Meeting with Village Planning Commission – George Tyler
7. **MANAGER’S REPORT**
 - a. Trustees meeting schedule
8. **TRUSTEES’ COMMENTS & CONCERNS/READING FILE**
 - a. Board Member Comments
 - b. Thank you note from Rev. Mark Mendes of First Congregational Church
9. **CONSENT AGENDA**
 - a. Approve Minutes of Previous Meetings 11/8/17 and 11/14/17
 - b. Expense Warrant #17071 dated 11/17/17 in the amount of \$263,870.15
10. **EXECUTIVE SESSION**
 - a. Personnel
11. **ADJOURN**

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

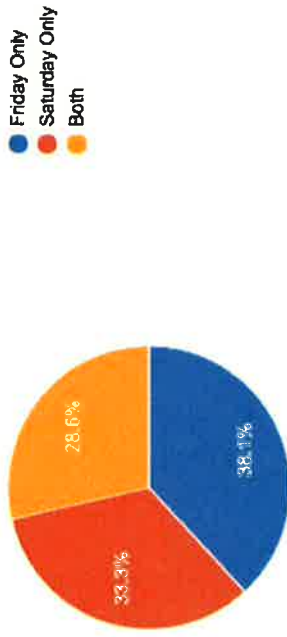
ste *A*mfest

2017: The Art of Disruption

Attendance

Did you attend Friday or Saturday or both?

21 responses



How was your overall experience at the Festival?

"The adults and kids in our group had a great time!"

"It was fantastic! The Scouts selling hot cocoa had fund, and all the events were really great too"

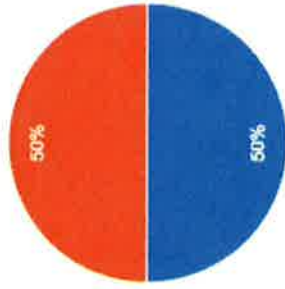
"I liked it, especially the music."

"Impressed!! Great vendor turnout and community involvement"

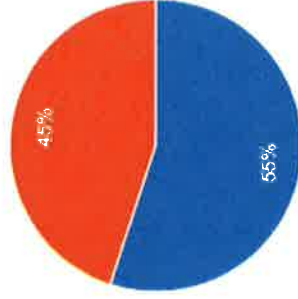
"Positive atmosphere and good artists, possibly under-promoted"

Participation

Did you stop to eat somewhere?
20 responses



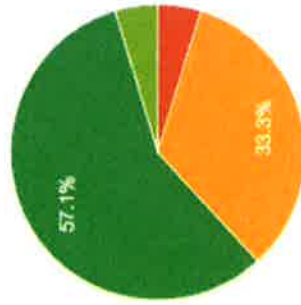
Did you buy anything?
20 responses



Demographics

From where did you travel to attend?

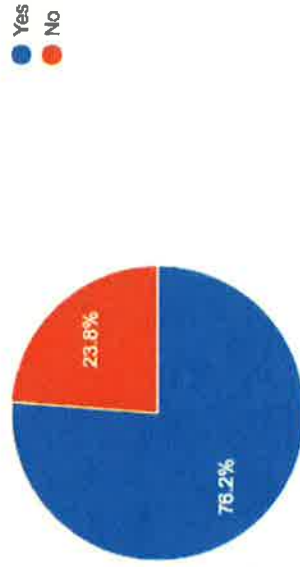
21 responses



- Burlington
- Colchester
- Essex (outside Village)
- Essex Junction
- Jericho
- Underhill
- Williston
- Other

Did you come as a family?

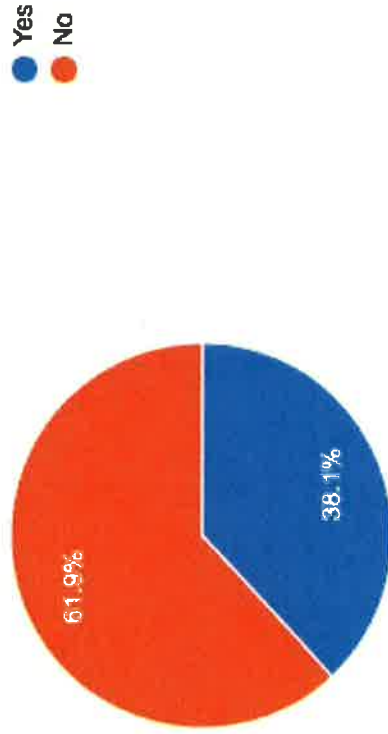
21 responses



- Yes
- No

Did this event make you think differently about Essex?

21 responses



Response

If so, how?

"Vibrant"

"Expands the vision of possibilities"

"What it did was **reinforce my belief that the Junction is a vibrant community** with a lot of cool stuff happening -- steAmfest was possible (in part!) because of the Junction, but the Junction can't thrive without events like steAmfest."

"Larger arts community than expected"

"So proud to see my little town embracing, and, more importantly, creating and sharing art, food and culture!"

Notable Comments

"steAmfest attracted so many people that restaurants were super-packed (more so than usual) and by the time we found some place with a table and then ate it was pretty late (so... successful event? less so for us)"

"We loved the buttons at Brownell, the wearable lights station (the lady running it was a rockstar!), and the set up at the florist!"

"We hope the event **continues to be an annual event** and grows in attendance and participants."

"**More arts and food events!** More village festivals in general. And more public outdoor art created by locals"

"**more events in the village, especially music**

"**More fun, creative events!**"

ste *A*mfest

2018: The Art of Possibility

RECEIVED

NOV 28 2017

Village of Essex Junction

The Chittenden Unit for Special Investigations

&

Chittenden Children's Advocacy Center

Open House

Tuesday, December 5, 2017

3:30-5:30

Light refreshments will be provided

At the Chittenden Children's Advocacy Center

&

Chittenden Unit for Special Investigations

***50 Cherry Street Suite 102
Burlington, Vermont 05401***

***For more information or to RSVP please contact Vickie Rathgeb
vrathgeb@bpdvt.org or 802-922-5494***

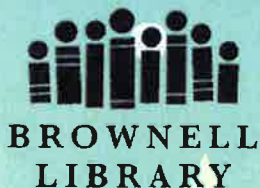
Village of Essex Junction Tree Lighting & Train Hop

Agency Addition
Reading File
8d.

DECEMBER 8, 2017 6-8PM

- WHERE:** FIVE CORNERS, MAIN STREET, RAILROAD AVE
- WHEN:** TREE LIGHTING 6:15 & TRAIN STOPS OPEN 6-8PM
- WHAT:**
- MODEL TRAIN DISPLAYS IN LOCAL BUSINESSES
 - TWO RIDE-ON TRACKLESS TRAINS (ONE AT THE FIRE DEPT, ONE AT MAPLE STREET PARK)
 - SANTA AT THE TEEN CENTER
 - TROLLEY SHUTTLE TO MAPLE STREET PARK FOR THE LIGHTED TREES AND MUSIC

GRAB A MAP AND TOUR TRAIN HOP STATIONS! MORE TRAINS, MORE STOPS, AND MORE FUN IN DOWNTOWN ESSEX JUNCTION!






Patrick Scheidel
Municipal Manager
PatS@essexjunction.org

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

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

MEMORANDUM

TO: Village Trustees
FROM: Pat Scheidel, Municipal Manager 
DATE: November 22, 2017
SUBJECT: Appointment to Brownell Library Board of Trustees

Issue

The issue is whether or not the Trustees appoint a citizen to the Brownell Library Board of Trustees until the next Village election in April 2018.

Discussion

There is a vacancy on the Brownell Library elected board and the Trustees may appoint someone to fill the vacancy until the next election. Mr. Knox can submit a petition to be on the ballot for the vacancy, which is through June 2022.

Cost

There is no cost associated with this issue.

Recommendation

If the Trustees choose to appoint Mr. Knox to the Brownell Library Board of Trustees, the appointment is effective through the next Village election on April 10, 2018.

November 13, 2017

RECEIVED

NOV 14 2017

Village of Essex Junction

Patrick Scheidel
Village Manager, Essex Junction

Mr. Scheidel:

Please accept this letter as an expression of interest in the vacant Brownell Library Trustee position. I believe that my combination of management and libraries administration experience would make me an asset to the library and its Trustees.

I am currently employed at the University of Vermont Medical Center as a Contract Specialist, where my responsibilities include negotiating with vendors and performing value analysis for products requested by physicians. Prior to this position I also held roles as the Practice Supervisor for Colchester Family Medicine and as the hospital's Labor Relations Specialist. Before moving to Essex Junction in early 2010, I spent over thirteen years working in the Columbia University Library system, which was composed of 22 individual libraries and over 12 million volumes. While my specific responsibilities focused on recruitment and employee/labor relations, my office was part of the Finance and Administration department and thus gave me routine exposure to issues involved in running a complex academic library system.

While at Columbia, I earned a Master's in Public Administration from Columbia's School of International & Public Affairs, with a specific focus on advanced management and finance for non-profit or public institutions.

Since moving to Vermont I have been a regular patron at not only Brownell Library but all of the local libraries due to the Homecard Program, even more so now that my children have reached the age that a trip to the library is part of our regular weekend schedule. I would love to have the opportunity to contribute to helping it remain a vibrant part of our community. If you have any questions or there is anything else that I can provide to support my candidacy, please do not hesitate to contact me at 802.324.1873.

Sincerely,

Merritt Joseph Knox

MEMORANDUM

TO: Village Trustees
FROM: Julie Miller-Johnson, steAmfest organizer
DATE: November 20, 2017
SUBJECT: Request for 2018 sponsorship

RECEIVED

NOV 22 2017

Village of Essex Junction

Issue

To follow-up the success of the first arts-innovation festival in Essex, we (steAmfest organizers) are reporting back accountability on 2017 support and seeking additional support for 2018.

Discussion

The Village gave a \$4000 sponsorship to steAmfest, through our Heart & Soul fiscal sponsorship. This ended up covering the cost of the Essex Mini Maker Faire - which came in at \$3000 - and the marketing (advertising), operations (port-o-lets), and materials (banners, copies) in support of that.

SteAmfest 2017 ran on a shoestring budget having raised a total of approximately \$8,000 for the two-day festival.

Going forward, steAmfest will organize its fundraising a bit differently, and is seeking event sponsorships for the Artist & Maker Market, the Art Walk, and Music, and is aiming for a budget of \$16,000, which will enable us to pay musicians, cultivate a stronger market, and improve advertising and signage for the events.

Cost

For 2018, steAmfest requests 2018 sponsorship of the Artist & Maker Market in the amount of \$4000. This money would cover costs of organizing, marketing the street fair, and cultivating a local maker market.



MEMORANDUM

TO: Village Trustees
FROM: Pat Scheidel, Municipal Manager
DATE: November 28, 2017
SUBJECT: Trustees Meeting Schedule

TRUSTEES MEETING SCHEDULE/EVENTS

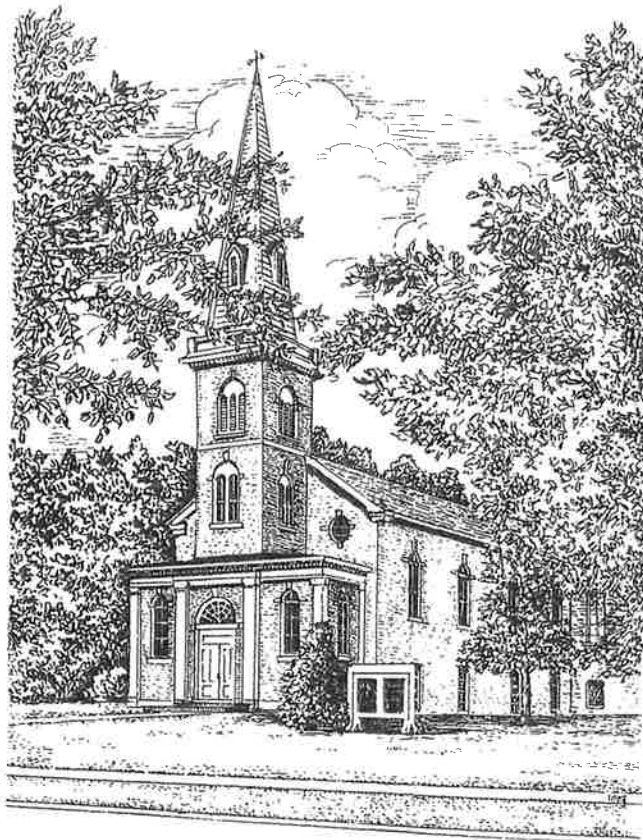
December 2 8:30 AM	Special Joint Meeting/Manager Interviews
December 12 6:30 PM	<ul style="list-style-type: none"> • Presentation by Charlie Baker, CCRPC Executive Director • Bid award for Greenwood Ave. Drainage Project • 7:00 – Joint Meeting with Selectboard
December 20 8:15 AM	FYE 19 Budget Day with department heads
December 26 6:30 PM	Regular meeting (tentative)
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



**BOARD OF TRUSTEES
SPECIAL MEETING AGENDA
Saturday, December 2, 2017
2 Lincoln Street
Essex Junction, VT 05452
8:30 A.M.**

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [8:30 AM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD/PUBLIC HEARINGS**
 - a. Comments from Public on Items Not on Agenda
5. **JOINT MEETING WITH ESSEX SELECTBOARD** [8:35 AM]
 - a. *Interviews for Municipal Manager
6. **EXECUTIVE SESSION**
 - a. *An executive session is anticipated for the employment and evaluation of a public officer
7. **ADJOURN**

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First Congregational Church

Essex Junction, Vermont.

Dear George, Lori Nov 2017
and fellow Trustees & Select Board
Members & of course Pat:

Thank you for the beautifully
written Proclamation celebrating
First Congregational Church's
150th Anniversary Celebration.
Everyone loved your words
and were touched by your
presence. Continued blessing
on all you do to make this
a great place to live.

Sincerely
Rev Mark Mendes

RECEIVED

NOV 20 2017

Village of Essex Junction

**TOWN OF ESSEX SELECTBOARD
VILLAGE OF ESSEX JUNCTION TRUSTEES
SPECIAL JOINT MEETING
MINUTES OF MEETING
November 8, 2017**

ESSEX SELECTBOARD: Max Levy (Chair); Andy Watts, Sue Cook, Irene Wrenner. (Michael Plageman was absent.)
BOARD OF TRUSTEES: George Tyler (Village President); Elaine Sopchak, Dan Kerin, Andrew Brown. (Lori Houghton was absent.)
ADMINISTRATION: Pat Scheidel, Municipal Manager; Lauren Morrisseau, Village Finance Director/Assistant Manager; Greg Duggan, Deputy Town Manager; Essex Fire Chief Charles Cole; Essex Junction Fire Chief Chris Gaboriault.
OTHERS PRESENT: Peter Maloska, Thomas Richards, David Sheeran, Ramona Sheppard, John Sheppard, Paula DeMichele, Colin Flanders (Essex Reporter).

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

Selectboard Chairman Max Levy and Village President George Tyler called the joint meeting of the Selectboard and Board of Trustees to order at 7 PM and led the assemblage in the Pledge of Allegiance.

2. AGENDA ADDITIONS/CHANGES

Add:

- Fire Service Background Highlights – Peter Maloska

3. APPROVE AGENDA

MOTION by Sue Cook, SECOND by Irene Wrenner, to approve the agenda with the inclusion of the fire service information on Peter Maloska. VOTING: unanimous (4-0); motion carried.

MOTION by Elaine Sopchak, SECOND by Andrew Brown, to approve the agenda with the inclusion of the fire service information on Peter Maloska. VOTING: unanimous (4-0); motion carried.

4. PUBLIC TO BE HEARD/PUBLIC HEARINGS

Ramona and John Sheppard

Ramona and John Sheppard suggested the town website be more vibrant and easier to use to find information on what is happening in the community.

Irene Wrenner on behalf of a resident

Irene Wrenner said she received feedback from a resident in a non-shooting zone who was panicked from hearing gun shots all day long by deer hunters in the area. There is lack of signage marking the non-shooting zone.

Staff will look into signage.

5. JOINT MEETING

a) Aligned Fire Departments

Pat Scheidel gave a brief history of past discussions on alignment of budget, capital purchases, training, and certification with the town and village fire departments. There have been recent conversations between the departments on the same topics. Peter Maloska, who has an extensive background in fire services, will help facilitate discussions on policies, procedures, operations, and training.

George Tyler asked if any changes in operation are anticipated. Both fire chiefs pointed out the departments provide mutual aid and must meet the same state regulations so there is already some alignment taking place. The purpose of the current discussion is to ensure both departments are operating similarly.

Elaine Sopchak asked if the budget will have a new format. Pat Scheidel said both budget formats will change, but the budget will not be difficult to review.

Irene Wrenner noted different rates are paid for different activities in the two departments. Pat Scheidel said the matter will be addressed in the discussions.

Irene Wrenner asked for confirmation the discussion is not about consolidation because the volunteer members of both departments must have a say in the decision to consolidate. Max Levy assured the discussion is about alignment and not consolidation. George Tyler added Essex Junction Fire Department is owned by the Village of Essex Junction and any consolidation would have to be voted on by the village residents. Pat Scheidel said the discussion is not a proposal to merge the two departments into one, but if that were to happen the elected officials (both boards) would determine the governing structure, not the administration. Peter Maloska clarified the scope of the discussion is limited to looking at what the departments are doing and seeing where there can be improvement, more consistency, and more seamless operation so the two departments can work more closely together.

b) Manager Recruitment Update

George Tyler reported there will be three panels to interview six finalists on December 1, 2017 (day long commitment by panel members). One panel will have municipal managers from other towns in Vermont and New Hampshire. Another panel will have staff from the village and town. The third panel will have citizens from the community. The consultant will establish and facilitate the panels as well as provide guidance on the questions to be asked. Names of potential volunteers for the panels should be forwarded to the consultant.

There was discussion of the interview process and possibly a tour of the community for each candidate. The panels will winnow the list of six candidates down to three to be interviewed the following day by the Selectboard and Board of Trustees. Once the interviews are complete by the two boards there will be discussion and perhaps a

selection made. All the interviews and discussions are confidential and will be in Executive Session. Confidentiality is paramount.

There was discussion of the Selectboard and Trustees sitting in on the professional panel interviews for observation only in order to learn about all six finalists, but the consensus was to allow the consultant to do the job they were hired to do and the panels to do their work.

The interviews by the elected officials will be the next joint meeting of the Selectboard and the Board of Trustees. It is anticipated the interviews of the three candidates and the ensuing discussion and possible selection by the two boards will be a half day commitment.

c) Governance Discussion

The memo from George Tyler, dated 10/30/17, on governance discussion items was reviewed. The following was mentioned:

- Doing an off-site work session on governance and opening the discussion to the public.
- Having a facilitator with expertise in local government (Delia Clark was mentioned).
- Receiving reading materials and research information in advance of the meeting.
- Add to the discussion items understanding the tax rate impact to the community as a result of merger and outline a plan to mitigate that impact.
- Provide information on forming different tax districts or wards and representation, different entities voting on different budgets, and direct democracy.
- Multiple discussion sessions may be necessary to cover all the information and gather public input.
- Tap into other expertise, not just government, in order to know what can be done (i.e. possibly forming an arts district or other districts).

There was agreement the discussion sessions will begin in March after Town Meeting and prior to the Village Annual Meeting. The sessions will be held on a Saturday so the public can attend. George Tyler will update the list of discussion items and forward the list to both boards. Max Levy and George Tyler will research potential facilitators.

d) Manager Evaluation Form

Pat Scheidel reviewed the ICMA evaluation form which is very useful and covers a broad range of areas such as skill sets, management style, financial management, organizational roles and expectations, media relations, leadership style, goals and objectives. Mr. Scheidel advised communicating with the manager to provide feedback on performance and passion for the job throughout the year, not just during the annual evaluation.

Sue Cook mentioned using rubrics to set expectations and remove subjectivity in evaluations. Positive feedback and constructive criticism should be given at all times.

George Tyler noted how both the boards will do the evaluation is another conversation.

Comments on the evaluation form should be forwarded to staff. The consultant may have some suggestions on the best way to evaluate the municipal manager as well.

6. CONSENT ITEMS

None.

7. EXECUTIVE SESSION

None.

8. ADJOURNMENT

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

MOTION by Dan Kerin, SECOND by Andrew Brown, to adjourn the Trustees meeting. VOTING: unanimous (4-0); motion carried.

The meeting was adjourned at 8:36 PM.

RScty: M.E.Riordan

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
November 14, 2017**

TRUSTEES PRESENT: George Tyler (Village President); Elaine Sopchak, Lori Houghton, Dan Kerin, Andrew Brown.
ADMINISTRATION: Pat Scheidel, Municipal Manager; Lauren Morrisseau, Finance Director & Assistant Manager; Dave Barra, Village Attorney.
OTHERS PRESENT: Dylan Giambatista, Lt. Robert Kissinger, Irene Wrenner, Raj Chawla.

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

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

2. AGENDA CHANGES/APPROVAL

Add:

- Memo, dated 11/14/17, from Lauren Morrisseau re: Correction to Rec Bond Payment to Old Business
- Email, dated 11/14/17, from Alex McEwing re: Two Hour Parking Limit at 34 Park Street to New Business
- Email, dated 11/9/17, from Brenda Bennett re: Pearl Street Project to the Reading File
- Letter, dated 11/14/17, from Susan McNamara-Hill re: Resignation from Essex Rescue Community Advisory Board to Reading File
- Memo for Executive Session to discuss a personnel matter

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

3. GUESTS, PRESENTATIONS and PUBLIC HEARINGS

a) Comments from Public on Items not on Agenda

There were no comments from the public.

b) Lt. Robert Kissinger, Essex Police, re: Traffic Safety

Essex Police Lt. Kissinger reported there has been an increase in the number of people running red lights in the village and an uptick in traffic when schools are back in session. Most of the traffic is commuters traveling through the village to other destinations. There was discussion of doing public service announcements, adding signs/street striping, doing more public education to help remind drivers of the rules of the road.

Lori Houghton asked about issuing more tickets. Lt. Kissinger said tickets are given and people continue to exceed the speed limit. There are two systems in Chittenden County to maintain data on drivers. Essex Police uses the same system as Vermont State Police.

Raj Chawla, resident, suggested doing some road altering that narrows streets and intersections to slow down traffic. Police should patrol by the schools on the side streets. Lori Houghton agreed, adding the village is a walking community and the Trustees should do all that can be done to protect that even if it means structural changes. Dan Kerin pointed out short of the circ highway to handle the traffic the village is stuck having a major thoroughfare for commuter traffic.

Andrew Brown asked if there are automated ways to detect people running red lights. Lt. Kissinger said there are systems available, but not in Vermont. Tickets would be issued based on pictures and the Traffic Bureau would have to entertain that type of enforcement. An officer would have to be hired to deal with the tickets that are generated.

Pat Scheidel stated more patrol officers are needed. This can be done in a multi-year approach in conjunction with a multi-year infrastructure approach. Ideas could be discussed during the public forum portion of the village annual meeting.

Lori Houghton asked if there is data on areas in the village that are more problematic than others. Lt. Kissinger said South St./West St. is one location that is heavily enforced for speed.

There was mention of coordination between the police and the school safety officer. Following further discussion there was agreement Bill Ware, safety officer at the high school, and Rick Hamlin should be invited to a future meeting to discuss ideas on infrastructure projects in the village to enhance safety.

4. OLD BUSINESS

a) Acknowledgement of Assumption of Debt (Rec Bond Payment)

Lauren Morrisseau explained the Vermont Bond Bank wants official acknowledgement the village is taking on the debt for the Maple Street pool from the Recreation Department.

MOTION by George Tyler, SECOND by Dan Kerin, to 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 of Essex Junction for payment of the same in accordance with the terms thereof.

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

5. NEW BUSINESS

a) Recent Front Porch Forum Posting

The Trustees concurred the posting on Front Porch Forum that contained a personal attack on an individual was inappropriate. Lori Houghton agreed the comments should not have turned personal, but felt Mr. Handy is not a private citizen in the sense that he is doing a development in the village. George Tyler pointed out the planning process in the village requires an applicant or a representative to attend the meetings. Ideas can be

criticized and debated, but there is no call to be disrespectful or make personal comments. Pat Scheidel added Mr. Handy is still a private citizen regardless of his development plans.

b) Amend Personnel Regulations/Holiday Schedule

Lauren Morrissette explained there are four paid holidays for village staff that the recreation department employees cannot take due to recreation programs in operation, so to avoid conflicts Section 303 of the Personnel Regulations should be amended.

MOTION by Lori Houghton, SECOND by Dan Kerin, to approve the amendment to Section 303 of the General Rules & Personnel Regulations as follows:

- **“Essex Junction Recreation and Parks will not close on President’s Day, Bennington Battle Day, Columbus Day, and Veterans 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 four (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 four (4) that schools are closed.”**

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

c) Amend Motor Vehicle Ordinance

Pat Scheidel explained the request to amend the Motor Vehicle Ordinance, Chapter 8, to allow limited time parking in front of 34 Park Street. There was discussion of limiting the parking to two hours for all the parking spaces on that side of Park Street. Dan Kerin spoke in support of having parking enforcement be done by the police to avoid long term use of parking spaces. Pat Scheidel said enforcement is difficult unless there are officers walking the beat. Staff is suggesting the limited time parking be put in place and then begin enforcement. Towing charges can be posted by the parking spaces.

MOTION by Andrew Brown, SECOND by Lori Houghton, to amend Chapter 8 of the Essex Junction Municipal Code, Section 803 – Limited Time Parking, Park Street, to read: “There shall be a two hour parking limit on the easterly side for all parking spaces in front of 34 Park Street, Suite #10, excluding handicap spaces.”

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

Raj Chawla commented the village is allowing development in the village center without parking and points to on-street parking and limited time parking.

d) FYE19 Budget Request: Bike/Walk Advisory Committee

Raj Chawla explained the budget request for \$5,000 by the Bike/Walk Advisory Committee to pursue goals and ideas by the committee. Areas include education, training, inviting experts to brainstorm and discuss ideas, work with the town’s recreation department on a comprehensive walk/bike map in digital format.

MOTION by Lori Houghton, SECOND by Elaine Sopchak, to approve a \$5,000 FYE2019 budget allocation for the Bike/Walk Advisory Committee. VOTING: unanimous (5-0); motion carried.

6. MANAGER'S REPORT

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

- November 28, 2017
- December 12, 2017
- December 26, 2017 (tentative)
- January 9, 2018
- January 23, 2018
- February 13, 2018
- February 27, 2018

* December 20, 2017 – FYE19 Budget Day with Department Heads

2. Interviews for Municipal Manager Position

George Tyler will speak with Max Levy about possibly rescheduling the 12/2/17 interviews to 12/9/17 so Lori Houghton can attend.

7. TRUSTEES COMMENTS AND CONCERNS/READING FILE

a) Board Member Comments

- The Trustees expressed appreciation for the positive comments on the Pearl Street project from a resident on the street.
- Thanks and appreciation were extended to Susan McNamara-Hill for her service on the Essex Rescue Community Advisory Board. [Irene Wrenner mentioned the applicant for the town seat on the CAB was a village resident who may be interested in the village seat on the board.]

b) Reading File

- Minutes:
 - Bike/Walk Advisory Committee 10/16/17
 - Tree Advisory Committee 10/17/17
 - Planning Commission 10/19/17
- Letter from David Voegele, Director of Essex CHIPS
- Memo from Greg Duggan, Dennis Lutz, Aaron Martin, and Ally Vile re: Tree Farm Buildings and Space Needs
- Letter from Mary Ann Parizo re: Senior Bus
- Memo from James Jutras re: Phosphorus
- Memo from Police Chief Brad LaRose re: Retirement

8. CONSENT AGENDA

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

1. Approve Minutes of Previous Meeting(s) 10/24/17
2. Expense Warrant #17067, dated 10/20/17, in the amount of \$1,302,562.10
3. Expense Warrant #17068, dated 10/27/17, in the amount of \$121,010.19

4. Expense Warrant #17069, dated 11/3/17, in the amount of \$615,575.89
5. Expense Warrant #17070, dated 11/9/17, in the amount of \$27,515.29
6. FYE18 Budget Status Report as of 10/31/17
7. Approve Extended Lease with Flex-A-Seal, Inc.

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

9. EXECUTIVE SESSION

MOTION by George Tyler, **SECOND** by Elaine Sopchak, to go into Executive Session to discuss a personnel matter in accordance with 1VSA313(a)(3) and to invite the Village Attorney to attend. **VOTING: unanimous (5-0); motion carried.**

Executive Session was convened at 7:48 PM.

MOTION by George Tyler, **SECOND** by Elaine Sopchak, to adjourn Executive Session and reconvene the regular meeting. **VOTING: unanimous (5-0); motion carried.**

Executive Session was adjourned and the regular meeting reconvened at 8:29 PM.

ACTION FOLLOWING EXECUTIVE SESSION

MOTION by Dan Kerin, **SECOND** by Andrew Brown, to authorize the Village President to hire an attorney to investigate an allegation regarding the performance of a village official. **VOTING: unanimous (5-0); motion carried.**

10. ADJOURNMENT

MOTION by Andrew Brown, **SECOND** by Lori Houghton, to adjourn the meeting. **VOTING: unanimous (5-0); motion carried.**

The meeting was adjourned at 8:30 PM.

RScty: M.E.Riordan

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
42665	10/03/17	AMAZON/SYNCE Memory Sticks ACWSIRQUHFJQ	210-45110.610 SUPPLIES	50.84	13704	11/17/17
42665	10/05/17	AMAZON/SYNCE Surface Pro Cases BPWHNVXMYVBJ	210-45110.610 SUPPLIES	196.44	13704	11/17/17
42665	10/03/17	AMAZON/SYNCE Surface Pen OGGCIPDFLUJY	210-45110.610 SUPPLIES	109.99	13704	11/17/17
25055	11/13/17	AQUARIUS LANDSCAPE SPRINK LH irrigation system 542772	210-41940.434 MAINT. BUILDINGS/GROUNDS	147.95	13706	11/17/17
09345	11/09/17	BASIC AD cobra admin village 40100839	210-41320.210 HEALTH INS & OTHER BENEFI	30.00	13710	11/17/17
V9963	11/08/17	BENOURE PLUMBING & HEATIN BL building maintenance 119281	210-45551.434 MAINT. BUILDINGS/GROUNDS	130.00	13712	11/17/17
V1655	11/01/17	BLUE CROSS BLUE SHIELD OF VA Dec health ins village 66830001185	210-41320.210 HEALTH INS & OTHER BENEFI	2935.19	13713	11/17/17
V1655	11/01/17	BLUE CROSS BLUE SHIELD OF VA Dec health ins village 66830001185	210-43110.210 HEALTH INS & OTHER BENEFI	3326.54	13713	11/17/17
V1655	11/01/17	BLUE CROSS BLUE SHIELD OF VA Dec health ins village 66830001185	210-43151.210 HEALTH INS & OTHER BENEFI	518.55	13713	11/17/17
V1655	11/01/17	BLUE CROSS BLUE SHIELD OF VA Dec health ins village 66830001185	210-45551.210 HEALTH INS & OTHER BENEFI	5870.36	13713	11/17/17
V1655	11/01/17	BLUE CROSS BLUE SHIELD OF VA Dec health ins village 66830001185	210-41970.210 HEALTH INS & OTHER BENEFI	1956.79	13713	11/17/17
V1655	11/01/17	BLUE CROSS BLUE SHIELD OF VA Dec health ins village 66830001185	210-41335.210 HEALTH INS & OTHER BENEFI	978.39	13713	11/17/17
V1655	11/01/17	BLUE CROSS BLUE SHIELD OF VA Dec health ins village 66830001185	210-45110.210 HEALTH INS & OTHER BENEFI	5769.24	13713	11/17/17
V1655	11/01/17	BLUE CROSS BLUE SHIELD OF VA Dec health ins village 66830001185	210-45220.210 HEALTH INS & OTHER BENEFI	1067.56	13713	11/17/17
00530	11/02/17	BRODART CO BL books B148295	210-45551.640 ADULT COLLECTION-PRINT &	163.03	13715	11/17/17
00530	11/02/17	BRODART CO BL books B148295	210-45551.610 SUPPLIES	8.10	13715	11/17/17
00530	10/26/17	BRODART CO BF books B5142245	210-49345.000 LIBRARY DONATION EXPENDIT	32.59	13715	11/17/17
00530	10/26/17	BRODART CO BL books B5142341	210-49346.001 ADULT COLLECTION-PRINT &	8.99	13715	11/17/17
00530	10/26/17	BRODART CO BL books B5142341	210-45551.610 SUPPLIES	0.90	13715	11/17/17
00530	10/31/17	BRODART CO BF books B5144949	210-49345.000 LIBRARY DONATION EXPENDIT	45.59	13715	11/17/17
00530	11/02/17	BRODART CO BL books B5148293	210-49346.001 ADULT COLLECTION-PRINT &	269.82	13715	11/17/17
00530	11/02/17	BRODART CO BL books B5148293	210-45551.610 SUPPLIES	13.50	13715	11/17/17
00530	11/06/17	BRODART CO BL books B5151735	210-45551.641 JUVEN COLLECTION-PRNT & E	16.68	13715	11/17/17
00530	11/06/17	BRODART CO BL books B5151735	210-45551.610 SUPPLIES	0.90	13715	11/17/17
00530	11/08/17	BRODART CO BL books B5155273	210-45551.641 JUVEN COLLECTION-PRNT & E	89.53	13715	11/17/17

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00530	11/08/17	BL books B5155273	210-45551.610 SUPPLIES	8.10	13715	11/17/17
02035	10/29/17	WW bid advertisement etc 0006185903	210-41970.550 PRINTING AND ADVERTISING	169.50	13717	11/17/17
V9941	11/07/17	BL computer expenses 100617A	210-45551.340 COMPUTER EXPENSES	47.94	13718	11/17/17
V9941	11/07/17	BL Burl Free Press 100917B	210-45551.640 ADULT COLLECTION-PRINT &	30.80	13718	11/17/17
V9941	11/07/17	ADLH supplies 101017C	210-41320.560 TRUSTEES EXPENDITURES	24.74	13718	11/17/17
V9941	11/07/17	ADLH supplies 101017C	210-41320.610 SUPPLIES	8.08	13718	11/17/17
V9941	11/07/17	ADLH supplies 101017C	210-41940.610 SUPPLIES	4.09	13718	11/17/17
V9941	11/07/17	LH newspaper 9/1-9/30/18 101617D	210-41320.610 SUPPLIES	216.00	13718	11/17/17
V9941	11/07/17	ADCD supplies 101717E	210-41320.610 SUPPLIES	221.46	13718	11/17/17
V9941	11/07/17	ADCD supplies 101717E	210-41970.610 SUPPLIES	109.07	13718	11/17/17
V9941	11/07/17	VF fire cam 102317K	210-42220.889 ROUTINE EQUIPMENT PURCHAS	583.90	13718	11/17/17
V9941	11/07/17	VF camera for aparatus 102317L	210-42220.889 ROUTINE EQUIPMENT PURCHAS	588.83	13718	11/17/17
V9941	11/07/17	AD trustees meeting 102417M	210-41320.560 TRUSTEES EXPENDITURES	11.48	13718	11/17/17
V9941	11/02/17	ST office shelving 110317P	210-43110.610 SUPPLIES	189.41	13718	11/17/17
V0455	11/01/17	BL supplies 4024182071	210-45551.610 SUPPLIES	62.63	13720	11/17/17
V0455	11/07/17	AD copies 10/7-11/6 4024227535	210-41320.442 LEASED SERVICES	40.17	13720	11/17/17
38280	10/31/17	Water 103117D	210-45110.610 SUPPLIES	51.56	13729	11/17/17
38280	10/31/17	Oct bottled water 50117144OCT	210-41940.610 SUPPLIES	28.10	13729	11/17/17
23660	11/06/17	BL building maintenance 039231	210-45551.434 MAINT. BUILDINGS/GROUNDS	40.00	13730	11/17/17
27420	10/11/17	ST inspection 55053	210-43110.432 VEHICLE MAINTENANCE	30.00	13731	11/17/17
27420	10/13/17	ST inspection 55070	210-43110.432 VEHICLE MAINTENANCE	30.00	13731	11/17/17
27420	10/13/17	ST inspection 55074	210-43110.432 VEHICLE MAINTENANCE	30.00	13731	11/17/17
27420	10/23/17	ST inspection 55105	210-43110.432 VEHICLE MAINTENANCE	30.00	13731	11/17/17
27420	10/23/17	ST inspection 55106	210-43110.432 VEHICLE MAINTENANCE	30.00	13731	11/17/17
27420	10/11/17	ST state inspection 8077	210-43110.432 VEHICLE MAINTENANCE	60.00	13731	11/17/17

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31275	11/02/17	ST tree clearing 10216	210-43161.000 STREETSCAPE MAINT./IMP	1575.00	13732	11/17/17
25715	11/03/17	ST various 11031717810	210-43110.576 ENGINEERING SERVICES	635.02	13733	11/17/17
25715	11/03/17	ST capital comm est 11031717823	210-43110.576 ENGINEERING SERVICES	197.50	13733	11/17/17
25715	11/03/17	ST class 1 paving 11031717830	210-43110.576 ENGINEERING SERVICES	102.14	13733	11/17/17
23215	10/03/17	Pay Damage Waiver 10654186	210-45220.610 SUPPLIES	18.00	13738	11/17/17
23215	10/30/17	ST chaps 10657360001	210-43110.612 UNIFORMS,BOOTS,ETC	89.99	13739	11/17/17
23215	10/31/17	Storm Damage Clearing 10657380	210-45220.442 EQUIPMENT RENTAL	180.29	13740	11/17/17
23215	10/30/17	ST oil 106576360001	210-43110.626 GAS,GREASE AND OIL	22.93	13742	11/17/17
23215	11/03/17	ST chain ,nuts 106581100001	210-43110.570 MAINTENANCE OTHER	40.23	13743	11/17/17
05020	10/30/17	Park St schl water/sewer PKST21103017	210-49400.410 WATER/SEWER	217.03	13744	11/17/17
19005	11/01/17	Nov phone/internet 3823657	210-41320.535 TELEPHONE SERVICES	141.09	13748	11/17/17
19005	11/01/17	Nov phone/internet 3823657	210-41940.535 TELEPHONE SERVICES	39.32	13748	11/17/17
19005	11/01/17	Nov phone/internet 3823657	210-41970.535 TELEPHONE SERVICES	31.51	13748	11/17/17
19005	11/01/17	Nov phone/internet 3823657	210-41320.530 COMMUNICATIONS	34.95	13748	11/17/17
19005	11/01/17	BL tech phone access 3823821	210-45551.530 TECHNOLOGY ACCESS	39.95	13748	11/17/17
19005	11/01/17	BL tech phone access 3823821	210-45551.535 TELEPHONE SERVICES	93.13	13748	11/17/17
V10226	11/02/17	ST shop towels 6295661314	210-43110.610 SUPPLIES	75.37	13749	11/17/17
34895	11/01/17	ST rubbish removal 1263210	210-43110.565 RUBBISH REMOVAL	85.52	13752	11/17/17
34895	11/01/17	ST rubbish removal 1263212	210-43110.565 RUBBISH REMOVAL	415.77	13752	11/17/17
34895	11/01/17	ST rubbish removal 1263342	210-43110.565 RUBBISH REMOVAL	55.27	13752	11/17/17
34895	11/01/17	RP Trash Removal 1263916	210-45220.330 OTHER PROFESSIONAL SVCS	288.12	13753	11/17/17
09375	10/31/17	G-mail Service 3384950083	210-45110.340 COMPUTER EXPENSES	120.00	13755	11/17/17
V1035	11/03/17	CD Auutumn Pond insp 9/17 11031714821	210-15102.000 EXCHANGE - ENGI/LEGAL	320.00	13758	11/17/17
08645	11/01/17	ST drill batteries 02677	210-43110.610 SUPPLIES	89.10	13770	11/17/17
08645	10/23/17	VF wood for training 2765120	210-42220.500 TRAINING, CONFERENCES, DU	181.71	13770	11/17/17

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05010	10/12/17	SBTM municipal 121746	210-41320.330 OTHER PROFESSIONAL SERVIC	42.50	13771	11/17/17
25735	11/15/17	EC tree lighting,train 120817D	210-41335.810 COMMUNITY EVENTS & PROGRA	750.00	13774	11/17/17
37605	11/08/17	FN 2017 w2's,1099's VESSEX17	210-41320.610 SUPPLIES	381.20	13777	11/17/17
V2393	11/02/17	ADCD ink for postage mtr 352686	210-41320.610 SUPPLIES	146.08	13778	11/17/17
V2393	11/02/17	ADCD ink for postage mtr 352686	210-41970.610 SUPPLIES	71.95	13778	11/17/17
43435	11/07/17	ST back up truck alarm 1804776	210-43110.432 VEHICLE MAINTENANCE	272.50	13779	11/17/17
41950	10/02/17	Physical For CDL 1205655105	210-45110.330 OTHER PROFESSIONAL SVCS	114.00	13781	11/17/17
23420	10/26/17	Park Portolets T-154188	210-45220.442 EQUIPMENT RENTAL	280.00	13782	11/17/17
24855	11/14/17	Petty Cash Reimburse 111417D	210-45110.330 OTHER PROFESSIONAL SVCS	100.00	13783	11/17/17
24855	11/14/17	Petty Cash Reimburse 111417D	210-45110.550 PRINTING & ADVERTISING	7.00	13783	11/17/17
24855	11/14/17	Petty Cash Reimburse 111417D	210-45110.550 PRINTING & ADVERTISING	31.80	13783	11/17/17
V10098	11/08/17	CD cell phone 2 months 110817D	210-41320.535 TELEPHONE SERVICES	125.94	13784	11/17/17
V10397	11/15/17	ED tree lighting train 120817D	210-41335.810 COMMUNITY EVENTS & PROGRA	940.00	13790	11/17/17
37965	10/19/17	Bench Slab 66087	210-45220.610 SUPPLIES	216.00	13793	11/17/17
03180	10/04/17	LH alarm inspection 17202	210-41940.423 CONTRACT SERVICES	467.30	13795	11/17/17
43320	11/08/17	LH anniversary banner 5880	210-41940.610 SUPPLIES	125.00	13796	11/17/17
11345	10/05/17	SAVW handle credit 09346	210-43110.610 SUPPLIES	-13.63	13797	11/17/17
11345	09/28/17	SAVW handle 096295	210-43110.610 SUPPLIES	16.88	13797	11/17/17
11345	10/02/17	SAVW drive handle 096367	210-43110.610 SUPPLIES	7.33	13797	11/17/17
11345	10/04/17	SAVW stud clamp kit 096412	210-43110.610 SUPPLIES	164.66	13797	11/17/17
11345	10/06/17	SAVW valve 096447	210-43110.610 SUPPLIES	18.46	13797	11/17/17
29835	11/02/17	ST brush,paint 29966	210-43110.434 MAINT. BUILDINGS/GROUNDS	39.11	13800	11/17/17
14740	10/30/17	Cleaning Supplies W213827	210-45220.610 SUPPLIES	64.66	13806	11/17/17
21000	11/15/17	LH mat service 0361843684	210-41940.434 MAINT. BUILDINGS/GROUNDS	65.80	13812	11/17/17
21000	11/15/17	BL building maintenance 0361843735	210-45551.434 MAINT. BUILDINGS/GROUNDS	45.40	13812	11/17/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
22825	11/08/17	BL building maintenance 22268	210-45551.434 MAINT. BUILDINGS/GROUNDS	144.22	13816	11/17/17
07565	10/25/17	Supplies I49097127	210-45110.610 SUPPLIES	130.22	13820	11/17/17
07565	10/26/17	Supplies I49142361	210-45110.610 SUPPLIES	32.75	13820	11/17/17
07565	11/03/17	Supplies I49421918	210-45110.610 SUPPLIES	28.40	13820	11/17/17
V10636	11/14/17	AD village fsa Nov CV5TPSE	210-41320.210 HEALTH INS & OTHER BENEFIT	5.40	17111705	11/17/17
V9941	11/07/17	SC CF basket 100217N	225-45122.612 FUND RAISER EXPENSES	16.00	13718	11/17/17
V9941	11/07/17	SC items for fall fling 101717F	225-45122.614 PROGRAM EXPENSES	57.07	13718	11/17/17
V9941	11/07/17	SC decorations,fall fling 101717G	225-45122.614 PROGRAM EXPENSES	53.39	13718	11/17/17
V9941	11/07/17	SC cupboard for office 101817H	225-45122.610 OPERATIONAL SUPP/EXP	45.00	13718	11/17/17
V9941	11/07/17	SC cider, donuts 101917I	225-45122.614 PROGRAM EXPENSES	65.50	13718	11/17/17
V9941	11/07/17	SC cider, donuts 101917I	225-45122.810 TRIP EXPENSES	41.47	13718	11/17/17
V9941	11/07/17	sc food for fall fling 102017J	225-45122.614 PROGRAM EXPENSES	77.60	13718	11/17/17
V9941	11/02/17	SC CF basket ctr items 110217O	225-45122.612 FUND RAISER EXPENSES	52.20	13718	11/17/17
V9941	11/02/17	SC CF basket ctr items 110217O	225-45122.610 OPERATIONAL SUPP/EXP	5.99	13718	11/17/17
V9941	11/02/17	SC CF basket ctr items 110217O	225-45122.614 PROGRAM EXPENSES	1.00	13718	11/17/17
25190	10/31/17	144231	226-45120.610 SUPPLIES	44.54	13701	11/17/17
42665	09/11/17	Yoga Supplies AHZXQOYCUGTI	226-45115.610 SUPPLIES	134.95	13704	11/17/17
42665	09/12/17	VK Supplies BICYFGUEODWB	226-45120.610 SUPPLIES	89.96	13704	11/17/17
42665	09/22/17	Construction Junction BLLIJPEOEWZP	226-45115.610 SUPPLIES	127.73	13704	11/17/17
42665	09/18/17	VK Supplies BOQKFRNKYWSF	226-45120.610 SUPPLIES	39.99	13704	11/17/17
42665	09/22/17	Construction Junction BRPYNQXINRJC	226-45115.610 SUPPLIES	71.53	13704	11/17/17
42665	10/03/17	VK Supplies BXPWPBWJLXLT	226-45120.610 SUPPLIES	49.83	13704	11/17/17
42665	10/02/17	VK Supplies CEQNMARPPGFP	226-45120.610 SUPPLIES	128.77	13704	11/17/17
42665	10/04/17	VK Supplies CGDQBLHQAANC	226-45120.610 SUPPLIES	5.28	13704	11/17/17
42665	10/05/17	Halloween Events CGYWUKJTOWWQ	226-45115.610 SUPPLIES	404.38	13704	11/17/17

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42665	AMAZON/SYNCB	09/18/17 Youth Basketball CQWENSVYKDOZ	226-45115.610 SUPPLIES	164.94	13704	11/17/17
42665	AMAZON/SYNCB	09/18/17 VK Supplies CTFIDFPWLOJT	226-45120.610 SUPPLIES	16.28	13704	11/17/17
42665	AMAZON/SYNCB	09/22/17 VK Supplies CVUOEWIDPVMJ	226-45120.610 SUPPLIES	65.14	13704	11/17/17
42665	AMAZON/SYNCB	09/21/17 VK Supplies MWSGFOACYVV	226-45120.610 SUPPLIES	73.69	13704	11/17/17
42665	AMAZON/SYNCB	09/26/17 Supplies PFMNOYXMSVZ	226-45120.610 SUPPLIES	14.61	13704	11/17/17
42665	AMAZON/SYNCB	10/02/17 VK Supplies XBRFKLUZOWHA	226-45120.610 SUPPLIES	87.04	13704	11/17/17
25955	AT&T MOBILITY	10/23/17 Cell Phones 287279923108	226-45110.535 TELEPHONE SVCS	317.16	13707	11/17/17
V1655	BLUE CROSS BLUE SHIELD OF	11/01/17 VA Dec health ins village 66830001185	226-45120.210 HEALTH INS & OTHER BENEFIT	3766.88	13713	11/17/17
V1655	BLUE CROSS BLUE SHIELD OF	11/01/17 VA Dec health ins village 66830001185	226-45121.210 HEALTH INS & OTHER BENEFIT	4214.92	13713	11/17/17
V1655	BLUE CROSS BLUE SHIELD OF	11/01/17 VA Dec health ins village 66830001185	226-45110.210 HEALTH INS & OTHER BENEFIT	553.12	13713	11/17/17
13800	BROWN DANIELLE M	11/06/17 Yoga 110617D	226-45120.330 OTHER PROFESSIONAL SVCS	250.00	13716	11/17/17
04940	COMCAST	10/23/17 Internet 102317D	226-45121.530 COMMUNICATIONS	203.44	13725	11/17/17
04940	COMCAST	10/23/17 Internet 102317D1	226-45110.530 COMMUNICATIONS	430.31	13726	11/17/17
25915	GALLO ROSHELLE	10/31/17 VK Supplies Reimburse 103117D	226-45120.610 SUPPLIES	33.10	13751	11/17/17
15075	GILLARD MAUREEN	11/03/17 Conference Travel 110317D	226-45120.500 TRAINING, CONF, DUES	36.38	13754	11/17/17
14930	LABRECQUE ROBYN	11/09/17 Enrichment Zumba 2	226-45120.330 OTHER PROFESSIONAL SVCS	330.00	13763	11/17/17
45445	LINCO INC	11/02/17 Guitar Class 110217D	226-45115.330 OTHER PROFESSIONAL SVCS	177.60	13767	11/17/17
25625	LOWE'S - 1080	09/14/17 Hiawatha VK Fridge 977553	226-45122.610 Supplies	383.80	13768	11/17/17
25800	MCLAUGHLIN CHRISTINA	11/02/17 PS Halloween Reimb. 110217D	226-45121.610 SUPPLIES	66.41	13775	11/17/17
11915	NOTTE KAREN ANN	11/06/17 Oula Inst. 110617D	226-45115.330 OTHER PROFESSIONAL SVCS	50.00	13780	11/17/17
24855	PETTY CASH - CAITLIN FAY	11/14/17 Petty Cash Reimburse 111417D	226-34780.000 ADULT PROGRAMS	86.00	13783	11/17/17
25835	PLUNKETT-DUNNING, SUSAN	11/06/17 Yoga Inst. 110617D	226-45115.330 OTHER PROFESSIONAL SVCS	35.00	13785	11/17/17
16020	POSTMASTER	11/14/17 Winter/Spring Brochure 111417D	226-45110.536 POSTAGE	1501.50	13786	11/17/17
43325	PROFESSIONAL FOODS PROGRA	11/08/17 Senior Luncheon Food 110817D	226-45115.330 OTHER PROFESSIONAL SVCS	747.50	13787	11/17/17
16090	REGAL GYMNASTICS ACADEMY	11/03/17 Vac Camp Field Trip 110317D	226-45120.580 TRAVEL	300.00	13788	11/17/17

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24830	REINHART FOODSERVICE	10/24/17 Credit 743399	226-45120.610 SUPPLIES	-0.12	13789	11/17/17
24830	REINHART FOODSERVICE	11/01/17 HIA VK Snack 747926	226-45120.610 SUPPLIES	109.04	13789	11/17/17
24830	REINHART FOODSERVICE	11/01/17 VK Snack 747936	226-45120.610 SUPPLIES	29.18	13789	11/17/17
24830	REINHART FOODSERVICE	11/01/17 VK Snack 748685	226-45120.610 SUPPLIES	131.45	13789	11/17/17
24830	REINHART FOODSERVICE	11/03/17 CREDIT 749684	226-45120.610 SUPPLIES	-96.60	13789	11/17/17
24830	REINHART FOODSERVICE	11/07/17 VK Snack 751804	226-45120.610 SUPPLIES	90.61	13789	11/17/17
24830	REINHART FOODSERVICE	11/08/17 VK Snack 752786	226-45120.610 SUPPLIES	223.29	13789	11/17/17
24830	REINHART FOODSERVICE	11/13/17 VK Snack 753889	226-45120.610 SUPPLIES	141.90	13789	11/17/17
41180	S&S WORLDWIDE	10/25/17 VK Supplies 9920666	226-45120.610 SUPPLIES	67.96	13794	11/17/17
09380	SEGARRA EMY	10/31/17 Playgroup October 103117D	226-45121.330 OTHER PROFESSIONAL SVCS	240.00	13799	11/17/17
25180	SOLLACE ADAM	11/06/17 Reimbursement 110617D	226-45120.580 TRAVEL	172.52	13802	11/17/17
25180	SOLLACE ADAM	11/06/17 Reimbursement 110617D	226-45120.330 OTHER PROFESSIONAL SVCS	15.00	13802	11/17/17
25180	SOLLACE ADAM	11/06/17 Reimbursement 110617D	226-45120.500 TRAINING, CONF, DUES	1112.80	13802	11/17/17
25180	SOLLACE ADAM	11/06/17 Reimbursement 110617D	226-45110.500 TRAINING, CONF, DUES	556.40	13802	11/17/17
23495	STUDENT TRANSPORTATION OF	11/13/17 Field Trip 100B007172	226-45120.580 TRAVEL	107.88	13804	11/17/17
25845	SWIM WITH ANNIE	11/08/17 AEP Swim Session I 110817D	226-45120.330 OTHER PROFESSIONAL SVCS	864.00	13805	11/17/17
70855	THE ESSEX	11/13/17 Pool Rental 11132017SPA	226-45120.330 OTHER PROFESSIONAL SVCS	1000.00	13808	11/17/17
25280	THE LIFEGUARD STORE	08/02/17 Guard Supplies INV558783	226-45115.610 SUPPLIES	248.35	13809	11/17/17
25315	VESPA'S PIZZA PASTA & DEL	10/30/17 VK Summit Open House 102617D1	226-45120.610 SUPPLIES	55.00	13813	11/17/17
38200	VT RECREATION & PARKS ASS	11/02/17 Perf. Showcase 252	226-45110.500 TRAINING, CONF, DUES	55.00	13818	11/17/17
07565	W B MASON CO INC	10/25/17 Supplies I49097127	226-45121.610 SUPPLIES	45.39	13820	11/17/17
07565	W B MASON CO INC	10/25/17 Supplies I49097127	226-45120.610 SUPPLIES	16.99	13820	11/17/17
07565	W B MASON CO INC	11/07/17 Thanksgiving Luncheon I49490154	226-45115.610 SUPPLIES	7.98	13820	11/17/17
31275	DON WESTON EXCAVATING INC	11/06/17 VR Hillcrest sdwlk const PAYAP 5	230-46801.015 HILLCREST SIDEWALK	2285.00	13732	11/17/17
V1035	HAMLIN/DONALD L.//	11/03/17 CD Crescent conn 9/1-9/30 11031712833	230-46801.008 CRESCENT CONNECTOR	1413.75	13758	11/17/17

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11:07 am

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17071 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 11/16/17 To 11/17/17 & Fund 2

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V1035	11/03/17	CD Pearl St missing link 11031717820	230-46801.007 PEARL ST. LINKING SIDEWAL	19161.24	13758	11/17/17
12000	10/31/17	CD Pearl St link stp 5300 51530	230-46801.007 PEARL ST. LINKING SIDEWAL	101.76	13764	11/17/17
V10617	11/17/17	ST Prinoth sdwlk tractor BB1317	231-43131.164 SIDEWALK PLOW (FY18)	142602.00	13723	11/17/17
18025	10/16/17	Winter Lights Display 33015	233-46801.003 LANDSCAPING	937.00	13728	11/17/17
43275	11/09/17	HVAC New Building 11664	233-46801.004 MAINT GARAGE/CAMP ADDITIO	12500.00	13792	11/17/17
V1655	11/01/17	VA Dec health ins village 66830001185	254-43200.210 HEALTH INS & OTHER BENEFI	1467.59	13713	11/17/17
18000	11/03/17	VW plug, screw,lid 0789934	254-43200.610 SUPPLIES	203.82	13745	11/17/17
05010	10/19/17	VW hydrant flushing ad 121778	254-43200.550 PRINTING AND ADVERTISING	46.75	13772	11/17/17
11345	10/05/17	SAVW handle credit 09346	254-43200.610 SUPPLIES	-2.28	13797	11/17/17
11345	09/28/17	SAVW handle 096295	254-43200.610 SUPPLIES	2.81	13797	11/17/17
11345	10/02/17	SAVW drive handle 096367	254-43200.610 SUPPLIES	1.21	13797	11/17/17
11345	10/04/17	SAVW stud clamp kit 096412	254-43200.610 SUPPLIES	27.44	13797	11/17/17
11345	10/06/17	SAVW valve 096447	254-43200.610 SUPPLIES	3.19	13797	11/17/17
V10609	10/30/17	WW 13668 hr svc M1 415081700714	255-43200.570 MAINTENANCE OTHER	2028.19	13700	11/17/17
42625	10/31/17	WW October billing 77281	255-43330.011 HEADWORKS SCREEN	391.25	13703	11/17/17
42625	10/31/17	WW October billing 77287	255-43330.012 ALKALINITY CNTRL INSTALLA	366.21	13703	11/17/17
23190	09/29/17	WW tanker frame work W14016	255-43200.432 VEHICLE MAINTENANCE	681.90	13708	11/17/17
V1655	11/01/17	VA Dec health ins village 66830001185	255-43200.210 HEALTH INS & OTHER BENEFI	5058.29	13713	11/17/17
02035	10/29/17	WW bid advertisement etc 0006185903	255-43330.013 WHEEL LOADER	138.00	13717	11/17/17
11375	11/01/17	WW Nov service 21713647	255-43200.565 GRIT DISPOSAL	918.66	13721	11/17/17
40025	11/02/17	WW RAS control 5320045	255-43200.570 MAINTENANCE OTHER	27.00	13735	11/17/17
06870	11/07/17	WW weekly tkn 248394	255-43200.577 CONTRACT LABORATORY SERVI	25.00	13737	11/17/17
18000	11/09/17	WW RAS control 0789745	255-43200.570 MAINTENANCE OTHER	1005.46	13745	11/17/17
19005	11/01/17	WW phones, internet 3823656	255-43200.535 TELEPHONE SERVICES	178.57	13748	11/17/17
V9769	11/10/17	WW Sodium Aluminate bulk 9017568085	255-43200.619 CHEMICALS	8007.04	13760	11/17/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V10347	10/24/17	WW rodent control 146415	255-43200.570 MAINTENANCE OTHER	70.00	13762	11/17/17
05495	11/02/17	WW Aluminate pump repairs 13402	255-43200.570 MAINTENANCE OTHER	400.00	13765	11/17/17
V9454	11/03/17	WW Boutin 3153313	255-43200.612 UNIFORMS,BOOTS,ETC	302.00	13766	11/17/17
V1507	09/20/17	WW safety gloves 1803026	255-43200.570 MAINTENANCE OTHER	243.70	13776	11/17/17
03180	10/11/17	WW annual inspec, certify 17223	255-43200.570 MAINTENANCE OTHER	731.14	13795	11/17/17
11345	10/05/17	SAVW handle credit 09346	255-43200.610 SUPPLIES	-2.27	13797	11/17/17
11345	09/28/17	SAVW handle 096295	255-43200.610 SUPPLIES	2.81	13797	11/17/17
11345	10/02/17	SAVW drive handle 096367	255-43200.610 SUPPLIES	1.23	13797	11/17/17
11345	10/04/17	SAVW stud clamp kit 096412	255-43200.610 SUPPLIES	27.44	13797	11/17/17
11345	10/06/17	SAVW valve 096447	255-43200.610 SUPPLIES	3.08	13797	11/17/17
V2124	10/28/17	WW pens, calendar 3357379477	255-43200.610 SUPPLIES	55.33	13803	11/17/17
V10663	09/30/17	WW 2 boiler svc, circulat 12063	255-43200.570 MAINTENANCE OTHER	2242.36	13811	11/17/17
07565	11/07/17	WW lab water 49503425	255-43200.618 SUPPLIES - LABORATORY	65.94	13819	11/17/17
V1655	11/01/17	VA Dec health ins village 66830001185	256-43200.210 HEALTH INS & OTHER BENEFIT	2348.14	13713	11/17/17
08645	10/17/17	SA tools svc truck stock 09325	256-43200.434 PUMP STATION MAINTENANCE	350.79	13770	11/17/17
08645	10/17/17	SA tools svc truck stock 09325	256-43220.001 SUSIE WILSON PS COSTS	80.00	13770	11/17/17
08645	10/17/17	SA tools svc truck stock 09325	256-43220.002 WEST ST PS COSTS	80.00	13770	11/17/17
11345	10/05/17	SAVW handle credit 09346	256-43200.610 SUPPLIES	-27.26	13797	11/17/17
11345	09/28/17	SAVW handle 096295	256-43200.610 SUPPLIES	33.76	13797	11/17/17
11345	10/02/17	SAVW drive handle 096367	256-43200.610 SUPPLIES	14.66	13797	11/17/17
11345	10/04/17	SAVW stud clamp kit 096412	256-43200.610 SUPPLIES	329.31	13797	11/17/17
11345	10/06/17	SAVW valve 096447	256-43200.610 SUPPLIES	36.92	13797	11/17/17

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Town of Essex / Village of EJ Accounts Payable

Check Warrant Report # 17071 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 11/16/17 To 11/17/17 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				263870.15		

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