



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, JULY 25, 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
5. **OLD BUSINESS**
 - a. Authorize Manager to Sign Grant Agreement for Main Street Pedestrian Bridge – Dennis Lutz
 - b. Bid Award for Main Street Pedestrian Bridge Engineering Services – Dennis Lutz
 - c. Update on Arts Festival/Request to close Railroad Avenue – Julie-Miller Johnson
 - d. Approve Note for Fire Dept. Pumper Truck – Lauren Morrisseau
6. **NEW BUSINESS**
 - a. Request for Abatement of Water Charges for 35 So. Summit Street – Lauren Morrisseau
 - b. Set FYE 18 Village Tax Rate – Lauren Morrisseau
7. **MANAGER’S REPORT**
 - a. Trustees meeting schedule
8. **TRUSTEES’ COMMENTS & CONCERNS/READING FILE**
 - a. Board Member Comments
 - b. Letters to George Tyler re: study on climate change
 - c. Memo from CCRPC re: FYE 18-21 Transportation Improvement Plan
 - d. Request for Qualifications Executive Search Firms - Municipal Manager Recruitment
9. **CONSENT AGENDA**
 - a. Approve Minutes of Previous Meeting 7/11/17
 - b. Expense Warrant #17053 dated 7/14/17 in the amount of \$215,005.79
 - c. Expense Warrant #17054 dated 7/25/17 in the amount of \$580,862.40
10. **EXECUTIVE SESSION**
 - a. Real Estate
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.

**STATE OF VERMONT
STANDARD GRANT AGREEMENT**

Agreement# BC1828

Part 2 – Grant Agreement

1. Parties: This is a Grant Agreement for financial assistance between the State of Vermont, Agency of Transportation (hereinafter called “State”), and the Village of Essex Junction, local government, with principal place of business at 2 Lincoln St, Essex JCT, VT 05452, (hereinafter called “Grantee”). It is the Grantee’s responsibility to contact the Vermont Department of Taxes to determine if, by law, the Grantee is required to have a Vermont Department of Taxes Business Account Number.
2. Subject Matter: The subject matter of this Grant Agreement is financial assistance to a municipality under 19 V.S.A. § 306(e) for maintenance, including actions to extend life expectancy, and construction of bridges, culverts, and other structures, including causeways and retaining walls, intended to preserve the integrity of the traveled portion of class 1, 2, and 3 town highways.
3. Award Details: Amounts, dates and other award details are as shown in the attached Grant Agreement Part 1 – Grant Award Detail. A detailed scope of work covered by this award is described in Attachment A.
4. Amendment: No changes, modifications, or amendments in the terms and conditions of this Grant Agreement shall be effective unless reduced to writing, numbered, and signed by the duly authorized representative of the State and Grantee.
5. Cancellation: This Grant Agreement may be suspended or cancelled by either party by giving written notice at least thirty (30) days in advance.
6. The Grantee hereby certifies as follows:
 - a. The Grantee has funds available to finance the local share of the project during the Grant period.
 - b. The Grantee has adopted town road and bridge standards which meet or exceed the minimum State-approved codes and standards produced by the Vermont Agency of Transportation (VTrans) and approved by the Vermont Agency of Natural Resources (VANR). If the Grantee has adopted codes and standards which meet these minimum requirements, the Grantee further certifies that the municipality follows and adheres to those adopted codes and standards.
 - c. The Grantee has an Infrastructure Study (three years or less old) which identifies location, size, deficiencies/condition of roads, bridges, causeways, culverts and highway-related retaining walls on class 1, 2, and 3 town highways, and estimated cost of repair.
 - d. The Grantee has submitted the Annual Town Plan required by 19 V.S.A. § 306(j) to VTrans’ district office.

- e. Where a municipality has adopted codes and standards meeting the minimums required by VTrans and has an Infrastructure Study, the project is eligible for a 90% State share, not to exceed the total award amount stated on the Grant Agreement Part 1 – Grant Award Detail.
 - f. Where a municipality has not adopted codes and standards meeting the minimums required by VTrans or lacks an Infrastructure Study, the project is eligible for an 80% State share, not to exceed the total award amount stated on the Grant Agreement Part 1 – Grant Award Detail.
10. The Town/Municipality has completed the Environmental Resource checklist in Attachment A.
11. Attachments: This Grant Agreement consists of 37 pages including the following attachments which are incorporated herein:

- Attachment A – Vermont Agency of Transportation Municipal Highway Grant Application-
Scope of Work to be Performed
- Attachment B – Payment Provisions
- Attachment C – Standard State Provisions for Contracts and Grants (7/1/16)
- Attachment D – Other Provisions

WE, THE UNDERSIGNED PARTIES, AGREE TO BE BOUND BY THIS GRANT AGREEMENT.

STATE OF VERMONT
AGENCY OF TRANSPORTATION

SUBRECIPIENT:
VILLAGE OF ESSEX JUNCTION

Signature: _____

Name: _____

Title: Secretary of Transportation

Date: _____, 20__

Signature: _____

Name: _____

Title: _____

Date: _____, 20__

STATE OF VERMONT GRANT AGREEMENT

Part 1-Grant Award Detail

SECTION I - GENERAL GRANT INFORMATION

¹ Grant #: BC1828		² Original <input checked="" type="checkbox"/> Amendment # _____	
³ Grant Title: Town Highway Structures Program - FY18			
⁴ Amount Previously Awarded: \$ 0.00		⁵ Amount Awarded This Action: \$175,000.00	⁶ Total Award Amount: \$175,000.00
⁷ Award Start Date: July 1, 2017		⁸ Award End Date: 12/31/2019	⁹ Subrecipient Award: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
¹⁰ Vendor #: 0000040120		¹¹ Grantee Name: VILLAGE OF ESSEX JUNCTION	
¹² Grantee Address: 2 Lincoln St			
¹³ City: Essex JCT		¹⁴ State: VT	¹⁵ Zip Code: 05452
¹⁶ State Granting Agency: Vermont Agency of Transportation			¹⁷ Business Unit: 08131
¹⁸ Performance Measures: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		¹⁹ Match/In-Kind: \$ 10% Description: Local Share	
²⁰ If this action is an amendment, the following is amended: Amount: <input type="checkbox"/> Funding Allocation: <input type="checkbox"/> Performance Period: <input type="checkbox"/> Scope of Work: <input type="checkbox"/> Other: <input type="checkbox"/>			

SECTION II - SUBRECIPIENT AWARD INFORMATION

²¹ Grantee DUNS #: 144372930		²² Indirect Rate: N/A % (Approved rate or de minimis 10%)	²³ FFATA: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
²⁴ Grantee Fiscal Year End Month (MM format): 06		²⁵ R&D: <input type="checkbox"/>	
²⁶ DUNS Registered Name (if different than VISION Vendor Name in Box 11):			

SECTION III - FUNDING ALLOCATION

STATE FUNDS

Fund Type	²⁷ Awarded Previously	²⁸ Award This Action	²⁹ Cumulative Award	³⁰ Special & Other Fund Descriptions
General Fund	\$0.00	\$0.00	\$0.00	
Special Fund	\$0.00	\$0.00	\$0.00	
Global Commitment (non-subrecipient funds)	\$0.00	\$0.00	\$0.00	
Other State Funds	\$0.00	\$175,000.00	\$175,000.00	Transportation Fund

FEDERAL FUNDS

(Includes subrecipient Global Commitment funds)

Required Federal Award Information

³¹ CFDA #	³² Program Title	³³ Awarded Previously	³⁴ Award This Action	³⁵ Cumulative Award	³⁶ FAIN	³⁷ Federal Award Date	³⁸ Total Federal Award
		\$0.00	\$0.00	\$0.00			\$0.00
³⁹ Federal Awarding Agency:		⁴⁰ Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
Total Awarded - All Funds		\$0.00	\$175,000.00	\$175,000.00			

SECTION IV - CONTACT INFORMATION

STATE GRANTING AGENCY		GRANTEE	
NAME: Richard Hosking		NAME: Patrick Scheidel	
TITLE: District 5		TITLE: Municipal Manager	
PHONE: Office: (802) 654 - 1722 Cell: (802) 355 - 9089		PHONE: Office: (802) 878 - 6944	
EMAIL: dick.hosking@vermont.gov		EMAIL: pscheidel@essex.org	

Attachment A

Grant Application

(Scope of Work and Checklist)



VERMONT

AGENCY OF TRANSPORTATION

FY 2018 Municipal Highway Grant Application

APPLYING FOR: Structures Class 2 Roadway Emergency

MUNICIPALITY: Essex Junction MUNICIPAL CONTACT (name):

MAILING ADDRESS: 2 Lincoln Street, Essex Junction, Vermont 05452

Phone: _____ E-Mail: _____

ACCOUNTING SYSTEM: Automated Manual Combination

DUNS #: 144372930 Grantee FY End Month (mm format): 06

DISTRICT CONTACT (name): Ashley Bishop

Phone: (802) 655-1580 E-Mail: ashley.bishop@vermont.gov

SCOPE OF WORK TO BE PERFORMED BY GRANTEE

Location of Work. The work described below involves the following town highway / structure:
 TH# 1, (Name) Main Street which is a class 1 town highway.
 Bridge # 1, which crosses Indian Brook
 Culvert # , for which the original size was and the replacement size is
 Causeway:
 Retaining Wall:
 Latitude: 44.49433 N Longitude: 73.10469 W MM (If Available): n/a

Problem:
 See Application Insert.

Reason For Problem:
 See Application Insert

Proposed Scope of Work:
 See Application Insert

Detailed Cost Estimate (below or attached):
 See Attachment C

Estimated Project Amount: \$ 263,875.00 Estimated Completion Date: 10/15/2017

Municipality has complied with 19V.S.A. Section 309(d) regarding "complete streets."	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Municipality has adopted Codes & Standards that meet or exceed the State approved template?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Municipality has a current Network Inventory? (less than 3 years old)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Municipality MUST complete the following environmental resource checklist:		
EXISTING STRUCTURES: (check all that apply)		
<input type="checkbox"/> Steel Tube Culvert	<input type="checkbox"/> Concrete Box Culvert	
<input type="checkbox"/> Stone Culvert	<input checked="" type="checkbox"/> Concrete Bridge	
<input type="checkbox"/> Ditch	<input type="checkbox"/> Rolled Beam/Plate Girder Bridge	
<input type="checkbox"/> Metal Truss Bridge	<input type="checkbox"/> Wooden Covered Bridge	
<input type="checkbox"/> There are foundation remains, mill ruins, stone walls or other	<input type="checkbox"/> Masonry Structure	
<input type="checkbox"/> Stone Abutments or Piers	<input type="checkbox"/> Buildings (over 50 yrs old) within 300 feet of work	
<input type="checkbox"/> Other:		
PROJECT DESCRIPTION: (check all that apply)		
<input type="checkbox"/> The project involves engineering / planning only	<input type="checkbox"/> The project consists of repaving existing paved surfaces only	
<input type="checkbox"/> The project consists of reestablishing existing ditches only within existing footprint	<input type="checkbox"/> All work will be done from the existing road or shoulder	
<input checked="" type="checkbox"/> The structure is being replaced on existing location / alignment	<input checked="" type="checkbox"/> There will be excavation within 300 feet of a river or stream	
<input type="checkbox"/> New structure on new alignment	<input checked="" type="checkbox"/> Repair/Rehab of existing structure	
<input checked="" type="checkbox"/> There will be excavation within a flood plain	<input type="checkbox"/> Road reclaiming, reconstruction, or widening	
<input type="checkbox"/> Tree cutting / clearing	<input type="checkbox"/> Temporary off-road access is required	
<input type="checkbox"/> New ditches will be established	<input type="checkbox"/> The roadway will be realigned	
The municipality has included photos of the project. Must show infrastructure and surrounding features as much as possible. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

Below this line to be filled in by VTrans staff:

\$175,000.00

Recommended Award Amount:

District Staff Approval: (name)

Ashley Bishop

Date: *4-26-17*

Note: Projects may involve impacts to protected historic or archaeological resources. For more information, responsible parties are encouraged to contact the District staff.

Application Insert

PROBLEM:

On November 28, 2016, the Village of Essex Junction received an inspection report from the VTrans Structures Division, for Bridge #1A located on VT RT 15 over Indian Brook. The existing single span concrete slab bridge with a pedestrian walk located along the east side of the structure, was found to have significant issues that required immediate attention by the Village of Essex Junction. A full bridge inspection report can be found as Attachment G of this application. This inspection stated that the beams supporting the existing pedestrian walk must be replaced and that in the interim, sidewalk snow removal equipment must remain off the walk until repairs have been made.

The pedestrian walkway attached to the bridge is heavily traveled. It is the only crossing for pedestrians at the location. There is no pedestrian crossing on the north side and the walkway is heavily used by students and residents. The Village had a temporary pedestrian walk designed and installed in order to accommodate the public. The Village retained the services of a structural engineer to review the VTrans report and the existing bridge. Photos of the support beams for the existing bridge have been provided as Attachment B of this application. The engineer concurred with the findings of VTrans, and was tasked to design a temporary replacement pedestrian bridge. Attachment H of this application has further details regarding the temporary bridge.

REASON FOR PROBLEM:

The existing pedestrian facility on Bridge #1A is as old as the roadway bridge. The cause of the deterioration of the pedestrian support infrastructure is likely due to age.

PROPOSED SCOPE OF WORK:

If the Village of Essex Junction is awarded a Structures Grant, the services of a design engineer will be retained to design a new pedestrian walk with a set of bid documents. The Village intends to put this project out to bid early summer with a project completion date no later than October 15, 2017. The proposed project scope will include the removal of the existing and temporary pedestrian walk along the east side of the bridge. The existing bridge abutments will be extended to accommodate a separate 8' wide steel truss pedestrian bridge over Indian Brook. A detailed cost estimate for this project has been provided with this application as Attachment C.

FY 2018 Town Highway
Structures Grant Application

LIST OF ATTACHMENTS

Attachment A:	Project Location Map
Attachment B:	Existing Condition Photos (#1 - #10)
Attachment C:	Project Cost Estimates
Attachment D:	Certification of Compliance
Attachment E:	Annual Financial Plan
Attachment F:	Certificate of Insurance
Attachment G:	VTrans Bridge Inspection Letter (November 22, 2016)
Attachment H:	Temporary Pedestrian Bridge Documentation

FY 2018 Town Highway
Structures Grant Application

ATTACHMENT A

Project Location Map



	Project Location
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FY 2018 Town Highway
Structures Grant Application

ATTACHMENT C

Project Cost Estimate

Village of Essex Junction
Capital Projects
Construction Cost Estimate

Main Street

Cost Reference Date: 11/1/2016

Estimate Preparation Date: 12/9/2016

Install 8' Wide Pedestrian Bridge over Indian Brook on East Side Main Street

Original Capital Plan Date: 12/9/2016

Primary Project Reason:

Replace existing pedestrian bridge which is failing

Secondary Project Reason:

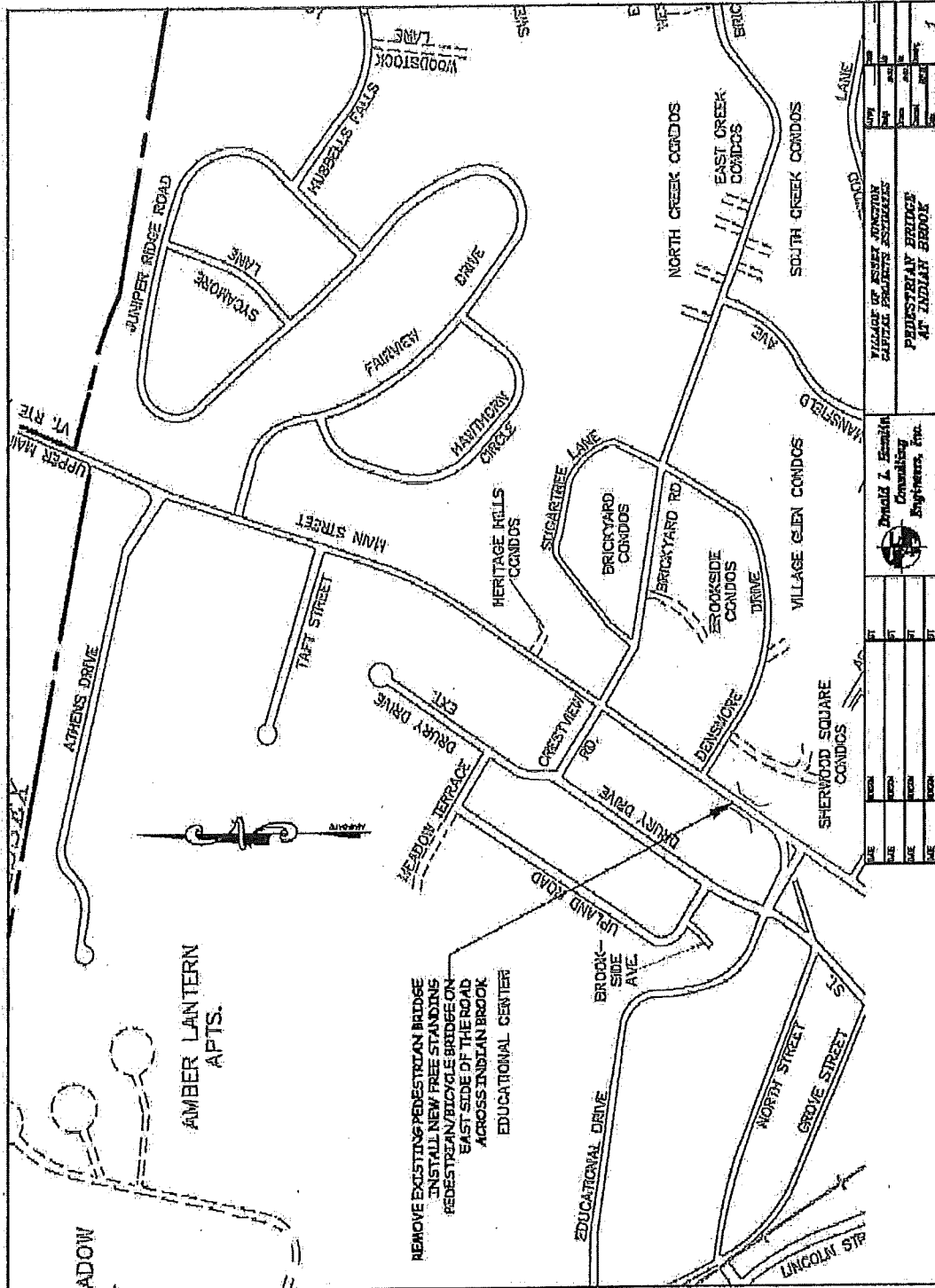
Provide bicycle/pedestrian bridge on East side of Main Street

Assumptions:

- Existing 5' wide sidewalk will transition to 8' bridge
- New bridge is free standing steel truss bridge
- Existing pedestrian bridge to be removed
- One way traffic maintained on Main Street during construction

O	Pavement Overlay		
R	Roadway Reconstruction		
W	Waterline Improvements		
S	Sanitary Sewer Improvements		
D	Storm Drainage Improvements		
P	Sidewalk Improvements	\$	219,895.91
	Combined Total	\$	219,895.91

Village of Essex Junction
 Capital Projects
 Construction Cost Estimate



Village of Essex Junction
 Capital Projects
 Construction Cost Estimate

Main Street

Cost Reference Date: 11/1/2016

Estimate Preparation Date: 12/9/2016

Install 8' Wide Pedestrian Bridge over Indian Brook on East Side Main Street

ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL
1) Saw Cut Existing Pavement 4" Thick	125	lf	\$ 3.26	\$ 407.50
2) Remove Existing Concrete Curb	75	lf	\$ 5.43	\$ 407.25
3) Excavation of Pavement 4" to 6" Thick	20	sy	\$ 9.90	\$ 198.00
4) Remove Existing Concrete Sidewalk	40	sy	\$ 12.87	\$ 514.80
5) Remove Existing Pedestrian Bridge	1	ls	\$ 10,000.00	\$ 10,000.00
6) Steel Sheeting	1,200	sf	\$ 23.00	\$ 27,600.00
7) Wallers	2	ton	\$ 530.00	\$ 1,060.00
8) Concrete Footing	12	lf	\$ 117.00	\$ 1,404.00
9) Concrete Walls	12	lf	\$ 285.00	\$ 3,420.00
10) Excavation and Backfill for Abutments	1	ls	\$ 10,000.00	\$ 10,000.00
11) Anchor Bolts	16	each	\$ 1,200.00	\$ 19,200.00
12) Crane Rental	1	day	\$ 2,800.00	\$ 2,800.00
13) Bridge	1	each	\$ 39,600.00	\$ 39,600.00
14) Type I Rip Rap for Slopes	40	cy	\$ 106.30	\$ 4,252.00
15) Concrete for Bridge Deck	5	cy	\$ 250.00	\$ 1,250.00
16) Sand Borrow	30	cy	\$ 25.74	\$ 772.20
17) Dense Graded Crushed Stone	20	cy	\$ 34.97	\$ 699.40
18) Plant Mixed Gravel	20	cy	\$ 34.41	\$ 688.20
19) New Cement Concrete Curb	75	lf	\$ 27.41	\$ 2,055.75
20) New Cement Concrete Sidewalk - 4" Thick	30	sy	\$ 66.02	\$ 1,980.60
21) New Cement Concrete Sidewalk - 6" Thick	10	sy	\$ 90.38	\$ 903.80
22) New Bituminous Concrete Pavement - 4" Thick Over Trench	5	sy	\$ 63.22	\$ 316.10
23) New Bituminous Concrete Driveway and Apron	5	sy	\$ 47.00	\$ 235.00
24) 4" White Line - Painted	125	lf	\$ 1.04	\$ 130.00
25) 4" Yellow Line - Painted	100	lf	\$ 1.04	\$ 104.00
26) Supply and Spread Topsoil	20	cy	\$ 38.78	\$ 775.60
27) Seed, Fertilize, Lime and Matting	150	sy	\$ 2.80	\$ 420.00
28) Changeable Message Boards	30	day	\$ 251.77	\$ 7,553.10

Village of Essex Junction
 Capital Projects
 Construction Cost Estimate

Main Street

Cost Reference Date: 11/1/2016

Estimate Preparation Date: 12/9/2016

Install 8' Wide Pedestrian Bridge over Indian Brook on East Side Main Street

ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL
29) 12" Wide Crosswalk Bar - Painted	30	lf	\$ 7.27	\$ 218.10
30) Relocate Existing Utility Pole	1	each	\$ 8,140.48	\$ 8,140.48
31) Traffic Control - Type IV	20	day	\$ 1,342.76	\$ 26,855.20
32) Dust Control - Type III	1	ls	\$ 559.48	\$ 559.48
33) Mobilization	---	---	5%	\$ 8,726.03
Contingency	---	---	20%	\$ 36,649.32

Subtotal \$ 219,895.91
 Design Engineering Services \$ 21,989.59
 Bidding and Construction Services \$ 21,989.59
 Grand Total \$ 263,875.09

FY 2018 Town Highway
Structures Grant Application

ATTACHMENT F

Certificate of Insurance



Issue Date: 02/09/2017

Policy Number: P1952017

CERTIFICATE OF COVERAGE

Company Affording Coverage

Named Member
Village of Essex Junction, Incl Friends of the Brownell
Library, Essex Firemen's Fund
Attn: Susan McNamara-Hill
2 Lincoln Street
Essex Junction, VT 05452

VLCT Property & Casualty Intermunicipal Fund, Inc.
89 Main Street Suite 4
Montpelier, VT 05602

Type of Coverage	Term	Limits of Liability
Commercial General Liability Coverage Includes: Premises/Operations Products/Completed Operations Personal Injury Contractual Independent Contractors Broad Form Property Damage	01/01/2017 - 01/01/2018	\$10,000,000 Per Occurrence
Automobile Liability Any Auto Hired Autos Non-Owned Autos Comprehensive/Collision	01/01/2017 - 01/01/2018	\$10,000,000 Per Occurrence ACV
Workers Compensation And Employers Liability	01/01/2017 - 01/01/2018	Statutory \$5,000,000 Per Occurrence and in the Aggregate
Property	01/01/2017 - 01/01/2018	\$20,000,000 Per Occurrence
Other: The State of Vermont and its officers and employees are included as an additional covered party (additional insured), but only in respect to operations by or on behalf of the Named Member, as respects the grant.		
Certificate Holder: Vermont Agency of Transportation 1 National Life Drive Montpelier, VT 05633-5001	This Certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This Certificate does not amend, extend or alter the coverage afforded by the policies above. Should any of the above described policies be cancelled before the expiration date thereof, the Issuing Insurer will endeavor to mail 30 days written notice to the Certificate Holder named to the left, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents, or representatives.	

Authorized Representative: _____

FY 2018 Town Highway
Structures Grant Application

ATTACHMENT G

VTrans Bridge Inspection Letter
(November 22, 2017)

Email: susan@essexjunction.org

From: White, Justin [<mailto:Justin.White@vermont.gov>]

Sent: Tuesday, November 22, 2016 8:25 AM

To: Susan McNamara-Hill <susan@essexjunction.org>

Cc: Joy, Matt <Matt.Joy@vermont.gov>; Thurber, Pam <Pam.Thurber@vermont.gov>; Scribner, Sven <Sven.Scribner@vermont.gov>; Salvatori, Jeremy <Jeremy.Salvatori@vermont.gov>

Subject: VT15 Br, 1A

Good Morning,

I wanted to inform the appropriate town officials of a potential hazard with bridge 1A on VT 15 that is located directly next to the town municipal building. The supporting beams under the sidewalk have failed and currently the segmental sections of the sidewalk are supported mostly by their interlocking connections, remaining cantilevered beam sections, and the abutments. The structure will be looked at to have plans made for appropriate repairs but until then we would recommend that town snow removal equipment stay off of the sidewalk. Sorry for the inconvenience but wanted to bring these concerns to the towns attention before other failures occur.

I have attached pictures of the beams so you can see what condition they are in.

Justin White
Lead Bridge Inspector
Underwater Inspection
Vermont AOT
Beauru of Asset Management & Performance
1 National Life Drive
Montpelier, VT 05604
justin.white@vermont.gov
802-595-2694



State of Vermont
Agency of Transportation - Highway Division
Bureau of Asset Management and Performance - Bridge Inspection
One National Life Drive
Montpelier, VT 05633-5001
www.aot.state.vt.us

[phone] 802-828-2621
[fax] 802-828-3566
[ttd] 800-253-0191

November 22, 2016

RECEIVED

NOV 28 2016

Village of Essex Junction

Mr. George Tyler, Village President
Mr. Patrick Scheidel, Municipal Manager
Village of Essex Junction
c/o Ms. Susan McNamara-Hill, Village Clerk/Treasurer
2 Lincoln Street
Essex Junction, VT 05452

RE: Essex Junction, bridge #1A on VT 15 over Indian Brook

Dear Mr. Tyler and Mr. Scheidel:

As part of our commitment to ensure safe structures the subject short structure, measuring between 6 and 20 feet, has been inspected. A two-member team performs the inspection, with at least one member specially trained for this work. The Agency of Transportation provides this inspection as a service to the Municipality.

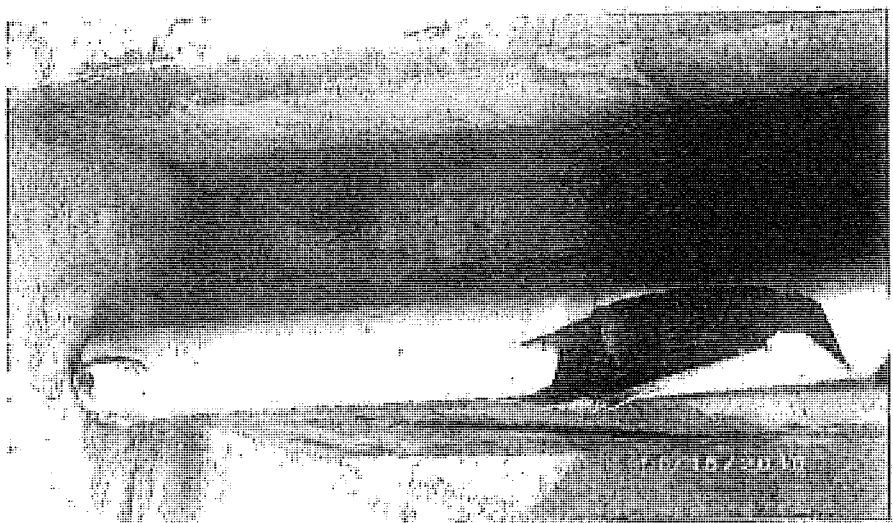
The above referenced structure is a single span concrete slab bridge spanning Indian Brook. During a recent inspection the following problems were noted which are in need of attention.

- The supporting beams under the sidewalk have failed with large areas of section loss in the beam ends at abutment #1.

Based on these findings it is recommended that the beams be replaced and town snow removal equipment stay off the sidewalk until repairs are made. We advise the town to monitor the sidewalk for any changes until such time that corrective action is taken.



To: Essex Junction Vermont
RE: Essex Junction, bridge #1A on VT15 over Indian Brook
Date: November 22, 2016
Page 2



This structure is owned by the town and as such is the responsibility of the town. **Failure to comply with the recommendations may compromise public safety, result in additional damage, and/or substantially reduce the service life of the structure.**

Even though a bridge is recommended for repair due to deterioration, impact damage, or scour by the State, the decision to properly respond to the recommendations is the responsibility of municipal officials. However, it is in the best interest of the municipality to address these recommendations. A failure to address potential bridge hazards may result in tort liability claims.

Please send **WRITTEN** notification of your intent to comply with, your compliance with, or reasons for non-compliance with these recommendations within 60 days from receipt of this letter. We are required by the Federal Highway Administration to report to them when the recommended posting, closure, and/or safety repairs have been implemented. A response form has been provided for your use.

If you have any questions concerning the matter, please contact your local District Transportation Administrator, DTA David Blackmore at 655-1580 or me at 828-0041. A representative from Bridge Inspection would be willing to meet with you at the site to discuss the contents of this letter.

Sincerely,

Pamela M. Thurber

Pamela M. Thurber, P.E.
Bridge Inspection and Budget Program Manager

WMH: PMT: JWW
cc: David Blackmore, DTA District #5
NBIS Inspection Files via JWW



State of Vermont
Agency of Transportation - Highway Division
Bureau of Asset Management and Performance - Bridge Inspection
One National Life Drive
Montpelier, VT 05633-5001

RE: Essex Junction, bridge #1A on VT15 over Indian Brook

The Board of Trustees of Essex Junction ...

provide a structurally acceptable solution, both temporary
WILL replace the deteriorated beams under the sidewalk. Anticipated completion of this work is
and permanent at a later date.
by 2 Dec 2016 (date). *Essex Junction WILL notify the State in writing when work is complete.

OTHER *Reason(s) for non-compliance _____

Printed Name and George Tyler, President
Signatures: Elaine Sopchak, Vice President
Essex Junction Daniel S. Kern
Vermont Lori A. Houghton
Board of Trustees Andrew P. Brown
DATE: _____



FY 2018 Town Highway
Structures Grant Application

ATTACHMENT H

Temporary Pedestrian Bridge
Documentation

Dennis Lutz

From: Aaron Martin
Sent: Wednesday, November 30, 2016 9:55 AM
To: Daniel Gregoire
Cc: Dennis Lutz
Subject: FW: bridge
Attachments: 113016 - IFC - Essex Route 15 Bridge Sidewalk.pdf

FYI

Take this copy with you at noon.

From: Tim Dall [mailto:timd@engineeringventures.com]
Sent: Wednesday, November 30, 2016 9:42 AM
To: Dennis Lutz <dlutz@ESSEX.ORG>; Rick Jones (rickessexjunction@yahoo.com) <rickessexjunction@yahoo.com>; Aaron Martin <amartin@ESSEX.ORG>
Subject: RE: bridge

Good morning, attached please find revised sketches depicting the temporary sidewalk bridge structure incorporating revisions from this morning's meeting with Ricky. Please don't hesitate to let me know if there are any additional questions or comments.

We have shown P.T. decking for durability as discussed this morning. As wood decking (P.T. in particular) can be slippery when wet, consideration may want to be given to providing the decking boards with a non-slip coating. This could be as simple as paint mixed with sand to provide a grit finish.

Ricky, following is a bill of materials for a Queen City Steel order, you will need to fill in lengths to account for your fabrication process/tolerances. We included threaded rod for anchor bolts, not sure if you can procure that there or not. Bolts for the 2x6 nailer are NOT included, we are assuming these will be purchased elsewhere.

- (2) W10x30 beams, ASTM A992, Grade 50
- (4) 1"x6"x1'-2" steel plates, ASTM A36
- (4) PC L2x2x1/4, ASTM A36 (can be one longer piece that is cut to fit)
- (8) 3/4" diameter galvanized threaded rod
- (8) galv flat washers
- (8) galv heavy-hex nut for 3/4" diameter threaded rod

Thank you.

Tim.

From: Dennis Lutz [mailto:dlutz@ESSEX.ORG]
Sent: Tuesday, November 29, 2016 3:47 PM
To: Tim Dall <timd@engineeringventures.com>; Rick Jones (rickessexjunction@yahoo.com) <rickessexjunction@yahoo.com>; Aaron Martin <amartin@ESSEX.ORG>
Subject: bridge

All,

I am going to be out in the morning for PT on my shoulder 9AM Appt. I won't be in until almost 10:30. If Tim is able to find beams (W10x30), please pass that on to Aaron and Ricky. If we can get them then the idea would be to get Step 1 started.

I drafted a memo to go to the Trustees and Pat but it is only valid if we can find and get the beams. You guys are the only ones to see the memo so far. It is a draft.

Dennis

ENGINEERING VENTURES PC

208 Ferry Avenue, Suite 2A
 Burlington, VT 05401
 Tel: 802-244-8225
 Fax: 802-244-8100

65 Mechanic Street, Suite 02-2
 Lebanon, NH 03766
 Tel: 603-442-9285
 Fax: 603-442-9383

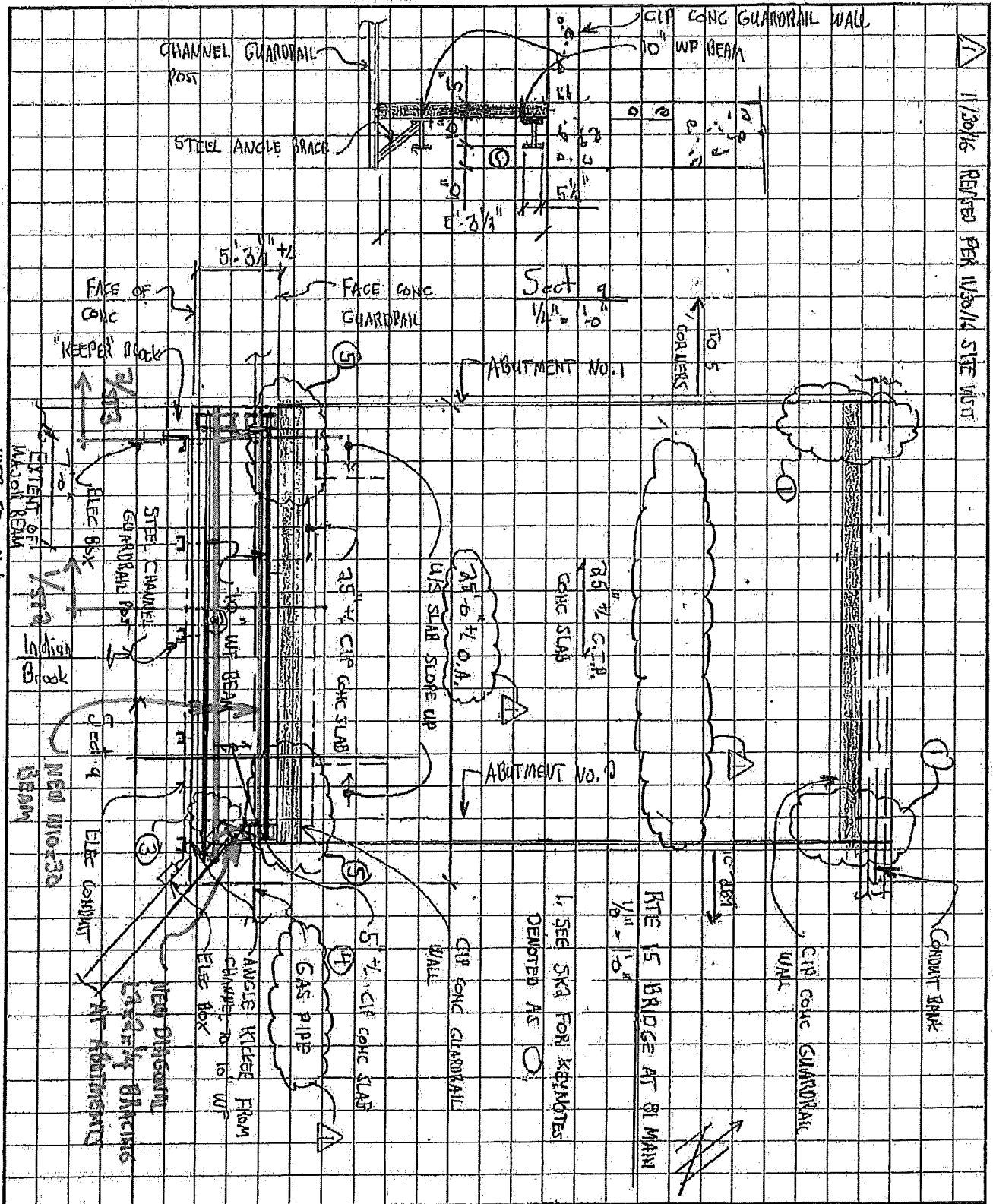
JOB TOWN OF ESSEX - ROUTE 15 BRIDGE

SHEET NO. ST1 OF

CALCULATED BY TWP DATE 11/30/16

CHECKED BY DATE

SCALE



11/30/16 REVISED PER 11/30/16 SITE VISIT

1. SEE SKA FOR KEYNOTES
 DENOTED AS ○

ROUTE 15 BRIDGE AT 01 MAIN

CONCRETE GUARDRAIL WALL

CONCRETE BANK

W/S SECTION LOSS

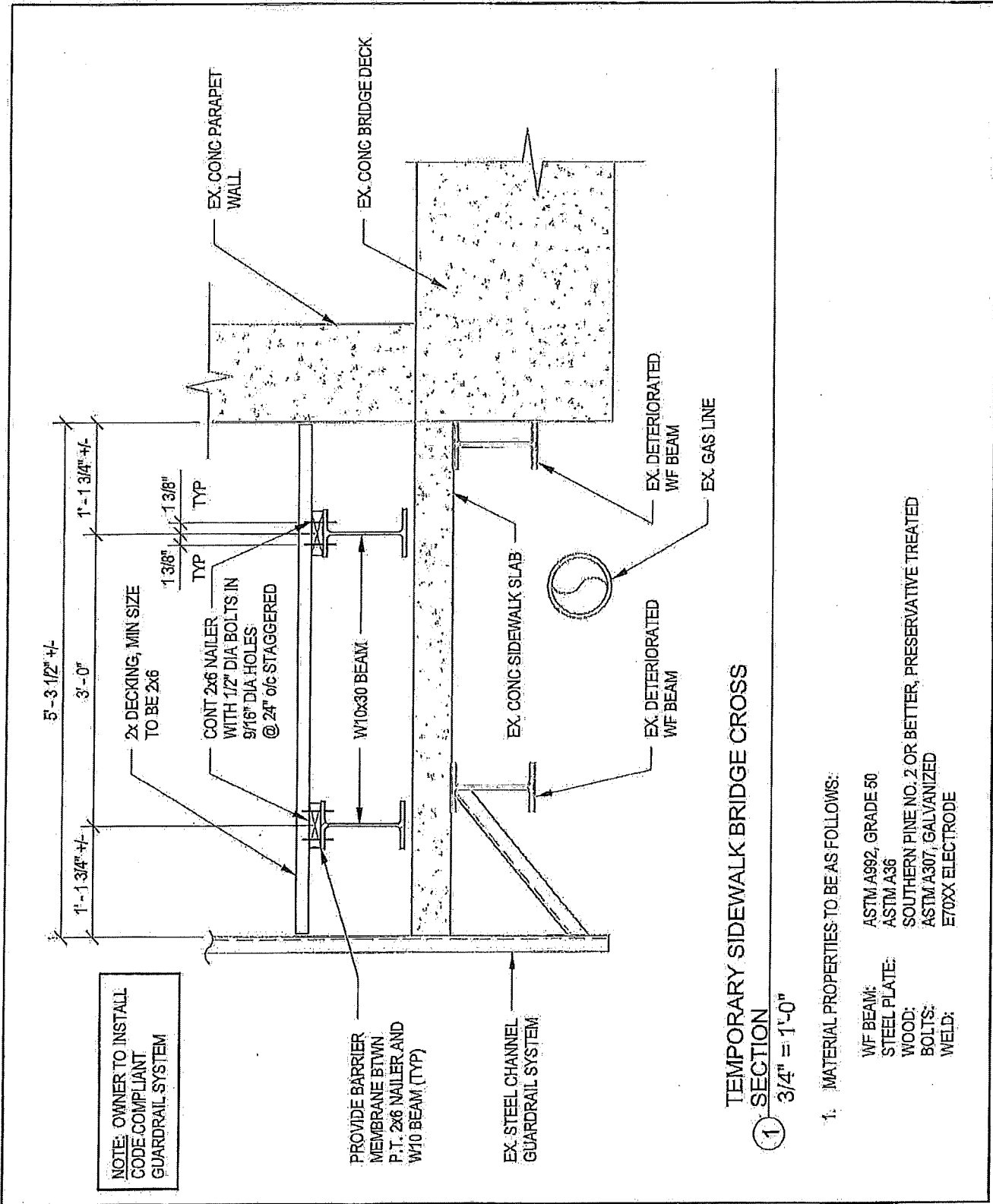
EXTENT OF MAIN BEAM

NEO 110x33 BEAM

ELEC CONDUIT

NEW DIGGING LARGE DIMENSIONS AT NEARBY

W/S SECTION LOSS



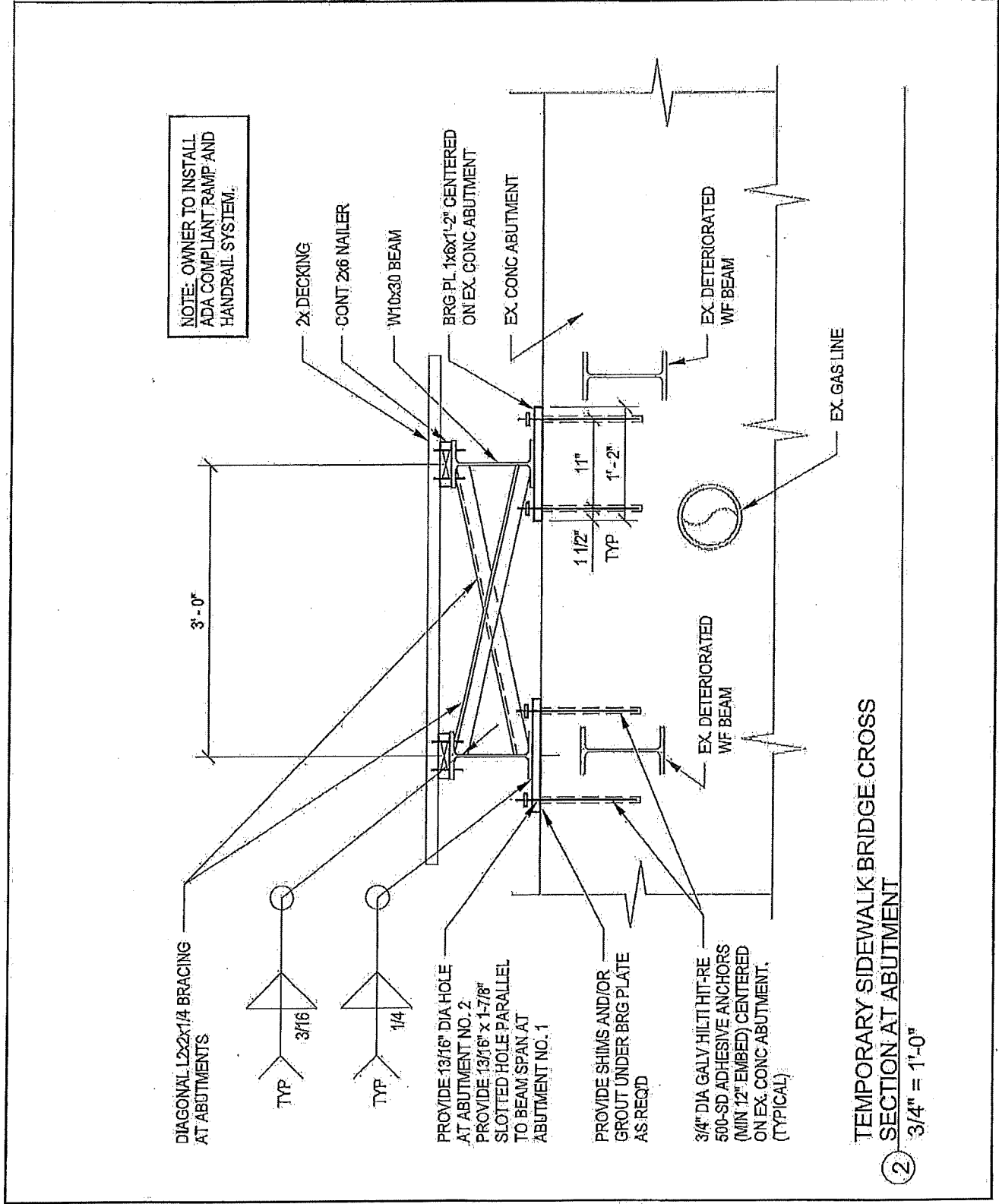
NOTE: OWNER TO INSTALL
 CODE COMPLIANT
 GUARDRAIL SYSTEM

TEMPORARY SIDEWALK BRIDGE CROSS SECTION

1 SECTION
 3/4" = 1'-0"

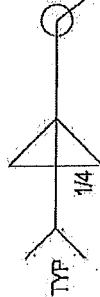
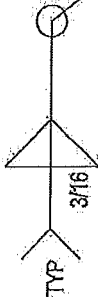
1. MATERIAL PROPERTIES TO BE AS FOLLOWS:

- WF BEAM: ASTM A992, GRADE 50
- STEEL PLATE: ASTM A36
- WOOD: SOUTHERN PINE NO. 2 OR BETTER, PRESERVATIVE TREATED
- BOLTS: ASTM A307, GALVANIZED
- WELD: E70XX ELECTRODE



NOTE: OWNER TO INSTALL ADA COMPLIANT RAMP AND HANDRAIL SYSTEM.

DIAGONAL L2x2x1/4 BRACING AT ABUTMENTS



PROVIDE 13/16" DIA HOLE AT ABUTMENT NO. 2
PROVIDE 13/16" x 1-7/8" SLOTTED HOLE PARALLEL TO BEAM SPAN AT ABUTMENT NO. 1

PROVIDE SHIMS AND/OR GROUT UNDER BRG PLATE AS REQD

3/4" DIA GALV HILT HIT-RE 500-SD ADHESIVE ANCHORS (MIN 12" EMBED) CENTERED ON EX. CONC. ABUTMENT. (TYPICAL)

TEMPORARY SIDEWALK BRIDGE CROSS SECTION AT ABUTMENT

3/4" = 1'-0"

2

**ATTACHMENT B
PAYMENT PROVISIONS**

The State agrees to compensate the Grantee for services performed up to the total award amount stated on the Grant Agreement Part 1 – Grant Award Detail of this Grant Agreement provided such services are within the scope of the Grant and are authorized as provided for under the terms and conditions of this Grant.

A close out report must also be submitted within 45 days of the project completion or end date of the Grant, whichever is first, documenting that the project has been completed and accepted by the Grantee (this is also on the VTrans TA65 form).

If the project is not completed before the end date of the Grant, the Grantee will have no claim for reimbursement under this Grant Agreement.

All completed forms should be submitted to:

Name: Dick Hosking
Title: District Project Manager
Address: Vermont Agency of Transportation
District 5
PO Box 168
Essex Junction, VT 05453

**ATTACHMENT C: STANDARD STATE PROVISIONS
FOR CONTRACTS AND GRANTS
REVISED JULY 1, 2016**

1. Definitions: For purposes of this Attachment, "Party" shall mean the Contractor, Grantee or Subrecipient, with whom the State of Vermont is executing this Agreement and consistent with the form of the Agreement. "Agreement" shall mean the specific contract or grant to which this form is attached.

2. Entire Agreement: This Agreement, whether in the form of a Contract, State Funded Grant, or Federally Funded Grant, represents the entire agreement between the parties on the subject matter. All prior agreements, representations, statements, negotiations, and understandings shall have no effect.

3. Governing Law, Jurisdiction and Venue; No Waiver of Jury Trial: This Agreement will be governed by the laws of the State of Vermont. Any action or proceeding brought by either the State or the Party in connection with this Agreement shall be brought and enforced in the Superior Court of the State of Vermont, Civil Division, Washington Unit. The Party irrevocably submits to the jurisdiction of this court for any action or proceeding regarding this Agreement. The Party agrees that it must first exhaust any applicable administrative remedies with respect to any cause of action that it may have against the State with regard to its performance under the Agreement.

Party agrees that the State shall not be required to submit to binding arbitration or waive its right to a jury trial.

4. Sovereign Immunity: The State reserves all immunities, defenses, rights or actions arising out of the State's sovereign status or under the Eleventh Amendment to the United States Constitution. No waiver of the State's immunities, defenses, rights or actions shall be implied or otherwise deemed to exist by reason of the State's entry into this Agreement.

5. No Employee Benefits For Party: The Party understands that the State will not provide any individual retirement benefits, group life insurance, group health and dental insurance, vacation or sick leave, workers compensation or other benefits or services available to State employees, nor will the state withhold any state or federal taxes except as required under applicable tax laws, which shall be determined in advance of execution of the Agreement. The Party understands that all tax returns required by the Internal Revenue Code and the State of Vermont, including but not limited to income, withholding, sales and use, and rooms and meals, must be filed by the Party, and information as to Agreement income will be provided by the State of Vermont to the Internal Revenue Service and the Vermont Department of Taxes.

6. Independence: The Party will act in an independent capacity and not as officers or employees of the State.

7. Defense and Indemnity: The Party shall defend the State and its officers and employees against all third party claims or suits arising in whole or in part from any act or omission of the Party or of any agent of the Party in connection with the performance of this Agreement. The State shall notify the Party in the event of any such claim or suit, and the Party shall immediately retain counsel and otherwise provide a complete defense against the entire claim or suit. The State retains the right to participate at its own expense in the defense of any claim. The State shall have the right to approve all proposed settlements of such claims or suits. In the event the State withholds approval to settle any such claim, then the Party shall proceed with the defense of the claim but under those circumstances, the Party's indemnification obligations shall be limited to the amount of the proposed settlement initially rejected by the State.

After a final judgment or settlement the Party may request recoupment of specific defense costs and may file suit in Washington Superior Court requesting recoupment. The Party shall be entitled to recoup costs only upon a showing that such costs were entirely unrelated to the defense of any claim arising from an act or omission of the Party in connection with the performance of this Agreement.

The Party shall indemnify the State and its officers and employees in the event that the State, its officers or employees become legally obligated to pay any damages or losses arising from any act or omission of the Party or an agent of the Party in connection with the performance of this Agreement.

The Party agrees that in no event shall the terms of this Agreement nor any document required by the Party in connection with its performance under this Agreement obligate the State to defend or indemnify the Party or otherwise be liable for the expenses or reimbursement, including attorneys' fees, collection costs or other costs of the Party except to the extent awarded by a court of competent jurisdiction.

8. Insurance: Before commencing work on this Agreement the Party must provide certificates of insurance to show that the following minimum coverages are in effect. It is the responsibility of the Party to maintain current certificates of insurance on file with the State through the term of the Agreement. No warranty is made that the coverages and limits listed herein are adequate to cover and protect the interests of the Party for the Party's operations. These are solely minimums that have been established to protect the interests of the State.

Workers Compensation: With respect to all operations performed, the Party shall carry workers' compensation insurance in accordance with the laws of the State of Vermont. Vermont will accept an out-of-state employer's workers' compensation coverage while operating in Vermont provided that the insurance carrier is licensed to write insurance in Vermont and an amendatory endorsement is added to the policy adding Vermont for coverage purposes. Otherwise, the party shall secure a Vermont workers' compensation policy, if necessary to comply with Vermont law.

General Liability and Property Damage: With respect to all operations performed under this Agreement, the Party shall carry general liability insurance having all major divisions of coverage including, but not limited to:

Premises - Operations

Products and Completed Operations

Personal Injury Liability

Contractual Liability

The policy shall be on an occurrence form and limits shall not be less than:

\$1,000,000 Each Occurrence

\$2,000,000 General Aggregate

\$1,000,000 Products/Completed Operations Aggregate

\$1,000,000 Personal & Advertising Injury

Automotive Liability: The Party shall carry automotive liability insurance covering all motor vehicles, including hired and non-owned coverage, used in connection with the Agreement. Limits of coverage shall not be less than \$500,000 combined single limit. If performance of this Agreement involves construction, or the transport of persons or hazardous materials, limits of coverage shall not be less than \$1,000,000 combined single limit.

Additional Insured. The General Liability and Property Damage coverages required for performance of this Agreement shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. If performance of this Agreement involves construction, or the transport of persons or hazardous materials, then the required Automotive Liability coverage shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

Notice of Cancellation or Change. There shall be no cancellation, change, potential exhaustion of aggregate limits or non-renewal of insurance coverage(s) without thirty (30) days written prior notice to the State.

9. Reliance by the State on Representations: All payments by the State under this Agreement will be made in reliance upon the accuracy of all representations made by the Party in accordance with the Contract, including but not limited to bills, invoices, progress reports and other proofs of work.

10. False Claims Act: The Party acknowledges that it is subject to the Vermont False Claims Act as set forth in 32 V.S.A. § 630 *et seq.* If the Party violates the Vermont False Claims Act it shall be liable to the State for civil penalties, treble damages and the costs of the investigation and prosecution of such violation, including attorney's fees, except as the same may be reduced by a court of competent jurisdiction. The Party's liability to the State under the False Claims Act shall not be limited notwithstanding any agreement of the State to otherwise limit Party's liability.

11. Whistleblower Protections: The Party shall not discriminate or retaliate against one of its employees or agents for disclosing information concerning a violation of law, fraud, waste, abuse of authority or acts threatening health or safety, including but not limited to allegations concerning the False Claims Act. Further, the Party shall not require such employees or agents to forego monetary awards as a result of such disclosures, nor should they be required to report misconduct to the Party or its agents prior to reporting to any governmental entity and/or the public.

12. Federal Requirements Pertaining to Grants and Subrecipient Agreements:

A. Requirement to Have a Single Audit: In the case that this Agreement is a Grant that is funded in whole or in part by federal funds, the Subrecipient will complete the Subrecipient Annual Report annually within 45 days after its fiscal year end, informing the State of Vermont whether or not a Single Audit is required for the prior fiscal year. If a Single Audit is required, the Subrecipient will submit a copy of the audit report to the granting Party within 9 months. If a single audit is not required, only the Subrecipient Annual Report is required.

For fiscal years ending before December 25, 2015, a Single Audit is required if the subrecipient expends \$500,000 or more in federal assistance during its fiscal year and must be conducted in accordance with OMB Circular A-133. For fiscal years ending on or after December 25, 2015, a Single Audit is required if the subrecipient expends \$750,000 or more in federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F. The Subrecipient Annual Report is required to be submitted within 45 days, whether or not a Single Audit is required.

B. Internal Controls: In the case that this Agreement is a Grant that is funded in whole or in part by Federal funds, in accordance with 2 CFR Part II, §200.303, the Party must establish and maintain effective internal control over the Federal award to provide reasonable assurance that the Party is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States and the "Internal Control Integrated Framework", issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

C. Mandatory Disclosures: In the case that this Agreement is a Grant funded in whole or in part by Federal funds, in accordance with 2CFR Part II, §200.113, Party must disclose, in a timely manner, in writing to the State, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures may result in the imposition of sanctions which may include disallowance of costs incurred, withholding of payments, termination of the Agreement, suspension/debarment, etc.

13. Records Available for Audit: The Party shall maintain all records pertaining to performance under this agreement. "Records" means any written or recorded information, regardless of physical form or characteristics, which is produced or acquired by the Party in the performance of this agreement. Records produced or acquired

in a machine readable electronic format shall be maintained in that format. The records described shall be made available at reasonable times during the period of the Agreement and for three years thereafter or for any period required by law for inspection by any authorized representatives of the State or Federal Government. If any litigation, claim, or audit is started before the expiration of the three-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.

14. Fair Employment Practices and Americans with Disabilities Act: Party agrees to comply with the requirement of 21 V.S.A. Chapter 5, Subchapter 6, relating to fair employment practices, to the full extent applicable. Party shall also ensure, to the full extent required by the Americans with Disabilities Act of 1990, as amended, that qualified individuals with disabilities receive equitable access to the services, programs, and activities provided by the Party under this Agreement.

15. Set Off: The State may set off any sums which the Party owes the State against any sums due the Party under this Agreement; provided, however, that any set off of amounts due the State of Vermont as taxes shall be in accordance with the procedures more specifically provided hereinafter.

16. Taxes Due to the State:

- A. Party understands and acknowledges responsibility, if applicable, for compliance with State tax laws, including income tax withholding for employees performing services within the State, payment of use tax on property used within the State, corporate and/or personal income tax on income earned within the State.
- B. Party certifies under the pains and penalties of perjury that, as of the date the Agreement is signed, the Party is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due the State of Vermont.
- C. Party understands that final payment under this Agreement may be withheld if the Commissioner of Taxes determines that the Party is not in good standing with respect to or in full compliance with a plan to pay any and all taxes due to the State of Vermont.
- D. Party also understands the State may set off taxes (and related penalties, interest and fees) due to the State of Vermont, but only if the Party has failed to make an appeal within the time allowed by law, or an appeal has been taken and finally determined and the Party has no further legal recourse to contest the amounts due.

17. Taxation of Purchases: All State purchases must be invoiced tax free. An exemption certificate will be furnished upon request with respect to otherwise taxable items.

18. Child Support: (Only applicable if the Party is a natural person, not a corporation or partnership.) Party states that, as of the date the Agreement is signed, he/she:

- A. is not under any obligation to pay child support; or
- B. is under such an obligation and is in good standing with respect to that obligation; or
- C. has agreed to a payment plan with the Vermont Office of Child Support Services and is in full compliance with that plan.

Party makes this statement with regard to support owed to any and all children residing in Vermont. In addition, if the Party is a resident of Vermont, Party makes this statement with regard to support owed to any and all children residing in any other state or territory of the United States.

19. Sub-Agreements: Party shall not assign, subcontract or subgrant the performance of this Agreement or any portion thereof to any other Party without the prior written approval of the State. Party shall be responsible and

liable to the State for all acts or omissions of subcontractors and any other person performing work under this Agreement pursuant to an agreement with Party or any subcontractor.

In the case this Agreement is a contract with a total cost in excess of \$250,000, the Party shall provide to the State a list of all proposed subcontractors and subcontractors' subcontractors, together with the identity of those subcontractors' workers compensation insurance providers, and additional required or requested information, as applicable, in accordance with Section 32 of The Vermont Recovery and Reinvestment Act of 2009 (Act No. 54).

Party shall include the following provisions of this Attachment C in all subcontracts for work performed solely for the State of Vermont and subcontracts for work performed in the State of Vermont: Section 10 ("False Claims Act"); Section 11 ("Whistleblower Protections"); Section 14 ("Fair Employment Practices and Americans with Disabilities Act"); Section 16 ("Taxes Due the State"); Section 18 ("Child Support"); Section 20 ("No Gifts or Gratuities"); Section 22 ("Certification Regarding Debarment"); Section 23 ("Certification Regarding Use of State Funds"); Section 31 ("State Facilities"); and Section 32 ("Location of State Data").

20. No Gifts or Gratuities: Party shall not give title or possession of anything of substantial value (including property, currency, travel and/or education programs) to any officer or employee of the State during the term of this Agreement.

21. Copies: Party shall use reasonable best efforts to ensure that all written reports prepared under this Agreement are printed using both sides of the paper.

22. Certification Regarding Debarment: Party certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, neither Party nor Party's principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible or excluded from participation in federal programs, or programs supported in whole or in part by federal funds.

Party further certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, Party is not presently debarred, suspended, nor named on the State's debarment list at: <http://bgs.vermont.gov/purchasing/debarment>

23. Certification Regarding Use of State Funds: In the case that Party is an employer and this Agreement is a State Funded Grant in excess of \$1,001, Party certifies that none of these State funds will be used to interfere with or restrain the exercise of Party's employee's rights with respect to unionization.

24. Conflict of Interest: Party shall fully disclose, in writing, any conflicts of interest or potential conflicts of interest.

25. Confidentiality: Party acknowledges and agrees that this Agreement and any and all information obtained by the State from the Party in connection with this Agreement are subject to the State of Vermont Access to Public Records Act, 1 V.S.A. § 315 et seq.

26. Force Majeure: Neither the State nor the Party shall be liable to the other for any failure or delay of performance of any obligations under this Agreement to the extent such failure or delay shall have been wholly or principally caused by acts or events beyond its reasonable control rendering performance illegal or impossible (excluding strikes or lock-outs) ("Force Majeure"). Where Force Majeure is asserted, the nonperforming party must prove that it made all reasonable efforts to remove, eliminate or minimize such cause of delay or damages, diligently pursued performance of its obligations under this Agreement, substantially fulfilled all non-excused obligations, and timely notified the other party of the likelihood or actual occurrence of an event described in this paragraph.

27. Marketing: Party shall not refer to the State in any publicity materials, information pamphlets, press releases, research reports, advertising, sales promotions, trade shows, or marketing materials or similar communications to third parties except with the prior written consent of the State.

28. Termination: In addition to any right of the State to terminate for convenience, the State may terminate this Agreement as follows:

- A. Non-Appropriation:** If this Agreement extends into more than one fiscal year of the State (July 1 to June 30), and if appropriations are insufficient to support this Agreement, the State may cancel at the end of the fiscal year, or otherwise upon the expiration of existing appropriation authority. In the case that this Agreement is a Grant that is funded in whole or in part by federal funds, and in the event federal funds become unavailable or reduced, the State may suspend or cancel this Grant immediately, and the State shall have no obligation to pay Subrecipient from State revenues.
- B. Termination for Cause:** Either party may terminate this Agreement if a party materially breaches its obligations under this Agreement, and such breach is not cured within thirty (30) days after delivery of the non-breaching party's notice or such longer time as the non-breaching party may specify in the notice.
- C. No Implied Waiver of Remedies:** A party's delay or failure to exercise any right, power or remedy under this Agreement shall not impair any such right, power or remedy, or be construed as a waiver of any such right, power or remedy. All waivers must be in writing.

29. Continuity of Performance: In the event of a dispute between the Party and the State, each party will continue to perform its obligations under this Agreement during the resolution of the dispute until this Agreement is terminated in accordance with its terms.

30. Termination Assistance: Upon nearing the end of the final term or termination of this Agreement, without respect to cause, the Party shall take all reasonable and prudent measures to facilitate any transition required by the State. All State property, tangible and intangible, shall be returned to the State upon demand at no additional cost to the State in a format acceptable to the State.

31. State Facilities: If the State makes space available to the Party in any State facility during the term of this Agreement for purposes of the Party's performance under this Agreement, the Party shall only use the space in accordance with all policies and procedures governing access to and use of State facilities which shall be made available upon request. State facilities will be made available to Party on an "AS IS, WHERE IS" basis, with no warranties whatsoever.

32. Location of State Data: No State data received, obtained, or generated by the Party in connection with performance under this Agreement shall be processed, transmitted, stored, or transferred by any means outside continental United States, except with the express written permission of the State.

(End of Standard Provisions)

ATTACHMENT D
OTHER GRANT AGREEMENT PROVISIONS

1. **Cost of Materials:** Grantee will not buy materials and resell to the State at a profit.
2. **Prior Approval/Review of Releases:** Any notices, information pamphlets, press releases, research reports, or similar other publications prepared and released in written or oral form by the Grantee under this Grant Agreement shall be approved/reviewed by the State prior to release.
3. **Ownership of Equipment:** Any equipment purchased by or furnished to the Grantee by the State under this grant agreement is provided on a loan basis only and remains the property of the State.
4. **Grantee's Liens:** Grantee will discharge any and all contractors' or mechanics' liens imposed on property of the State through the actions of subcontractors.
5. **State Minimum Wage:** The Grantee will comply with the state minimum wage laws and regulations, if applicable.
6. **Health Insurance Portability and Accountability Act (HIPAA):** The confidentiality of any health care information acquired by or provided to the Grantee shall be maintained in compliance with any applicable State or federal laws or regulations.
7. **Equal Opportunity Plan:** If it is required by the Federal Office of Civil Rights to have a plan, the Grantee must provide a copy of the approval of its Equal Opportunity Plan.
8. **Supplanting:** If required, the Grantee will submit a Certification that funds will not be used to supplant local or other funding.
9. **Compliance with Cost Principles:** Grantee shall comply with the requirements set forth in 2 CFR, Part 225 (States, local governments, and Indian Tribes), 2 CFR, Part 220 (Non-Profit Organizations), or 2 CFR, Part 220 Educational Institutions (even if part of a State or local government) as appropriate for the Grantee's type of organization.
10. **Construction;** The Grantee will construct the project using sound engineering practices and in accordance with plans defining the work.
11. **Permits; Compliance with Permit Conditions.** The Grantee will obtain all necessary permits and other approvals required to construct the Project and will be responsible for assuring that all permit or approval requirements are complied with during construction and, to the extent applicable, for the life of the project.

12. **Damage to Abutters.** The Grantee will pay the total cost of any incidental damages that may be sustained by abutting or adjacent property owners or occupants as the result of construction of the project.
13. **Acquisition of Additional Right-of-Way.** The Grantee will be responsible for obtaining additional right-of-way, if any, needed for the project. The cost of any such right-of-way shall be the responsibility of the Grantee.
14. **Utility Relocations.** The Grantee will be responsible for making any necessary arrangements for utility relocations needed to accommodate the project. Please call Dig Safe at 1-800-DigSafe (www.digsafe.com). The cost of any improvements to existing utilities shall be the responsibility of the Grantee or the utility.
15. **Traffic Control.** The Grantee will provide all traffic control necessary to assure the safe movement of traffic during construction.
16. **Maintenance of Project Improvements.** The Grantee will maintain the completed project in a manner satisfactory to the State or its authorized representatives and shall make ample provisions each year for town highways and structures. In this regard, the Grantee acknowledges that its attention has been directed to Vermont Statutes Annotated, Title 19, Sections 304 (Duties of selectmen) and 310 (Highways, bridges and trails).
17. **Cargo preference act compliance (if applicable).** The contractor/recipient/subrecipient is hereby notified that the Contractor and Subcontractor(s)/recipients and subrecipients are required to follow the requirements of 46 CFR 381.7 (a)-(b), if applicable. For guidance on requirements of Part 381 – Cargo Preference – U.S. Flag Vessels please go to the following web link: <https://www.fhwa.dot.gov/construction/cqit/cargo.cfm>.

Memorandum

TO: Patrick C Scheidel, Manager and the Village Trustees

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

DATE: 19 July 2017

SUBJECT: Recommendation of Award for Engineering Services in connection with Main Street Pedestrian Bridge Grant

ISSUE: The issue is to select a qualified engineering firm to design the new bridge.

DISCUSSION: An RFP was advertised and sent to a number of engineering firms. Three responded. The submittals were evaluated and scored by a group of four – Aaron Martin, Robin Pierce, Ricky Jones and Dennis Lutz. A copy of a blank scoring sheet is attached.

The scoring was evaluated two ways. The first involved averaging the actual point scores from each rater. The second method involved taking the rank of the firm from 1 to 3 on the basis of scores from each rater.

The results follow:

<u>Firm</u>	<u>Average Point Score</u>	<u>Average Ranking Score (1 to 3)</u>
Engineering Ventures	85.5	1.25
STANTEC	81.5	2.0
Dubois and King	75.75	2.5

On the basis of the group results, the recommendation is to award the work to Engineering Ventures. It should be noted that no contract can be signed and no work begun on the project until the Village formally receives the grant, signs the relevant documents and obtains a final signed copy from VTRANS. The grant has not formally been awarded at this time.

A recent e-mail from Dick Hosking at VTRANS indicates that the grant will be awarded but no date is yet available. Given the schedule of the Trustee meetings for the summer and the unknown grant award date, it is also recommended that the Village provide the authorization for the Manager to accept the grant, negotiate a contract with Engineering Ventures and process the necessary documents when the Village is notified of the award.

RECOMMENDATION: It is recommended that the Trustees award the design of the Main Street Pedestrian Bridge to Engineering Ventures, authorize the Manager to accept the grant when awarded by the State and negotiate a contract with Engineering Ventures for the engineering of the structure.

SCORING SHEET
MAIN STREET PEDESTRIAN BRIDGE REPLACEMENT

Firm _____

Review Criteria	Weight	Points 0=lowest 5=highest	Weighted Points
Understanding of the Project	2 times		=
Knowledge of the Project Area	2 times		=
Availability of Technical Disciplines	4 times		=
Qualifications/Experience of Proposed Staff	3 times		=
Ability to Meet Schedules and Budgets	2 times		=
Past Performance on Similar Projects	5 times		=
Knowledge of federal and state Standards and Policies	2 times		=
Total			

Note: maximum score is 100 if all areas rated 5

MEMORANDUM

TO: Village Trustees
FROM: Julie Miller-Johnson, steAmfest organizer
DATE: July 19, 2017
SUBJECT: Use of RR Avenue for Saturday, September 30 events

Issue

Essex Mini Maker Faire and Artists Market should ideally be collocated. The Mini Maker Faire organization requests power and minimum clearance of 20' between two sides of booths to make room for pedestrians and drone/robot activity, 20' requires the use of a larger space. RR Avenue would allow for greatest visual impact, it is known existing location for events, and presents the safest place for Saturday's pedestrian activity. This means a request for road closure.

Discussion

Event is scheduled from 10am-4pm. There will be either several large tents along RR Ave (for MMF) or two rows of 10x10 tents along either side of street, with pennant banners hanging across space. Music tent in the middle between MMF and Artists Market.

Cost

Unknown.

Recommendation



Update

Event Lineup

Friday, September 29, 4-10pm

- Village Art Walk; Pocket Concerts, Food Trucks, Art in the Village
- Wearables Fashion Show

Saturday, September 30, 10am-4pm

- Artists Market (with live music)
- Essex Mini Maker Faire
- Speaker Series

Essex Mini Maker Faire

<http://essexmakerfaire.com/>

<https://cmfinc.wufoo.com/forms/swkuv690r7c08a/>

Part science fair, part county fair, and part something entirely new, Maker Faire is an all-ages gathering of tech enthusiasts, crafters, educators, tinkerers, hobbyists, engineers, science clubs, authors, artists, students, and commercial exhibitors. All of these “makers” come to Maker Faire to show what they have made and to share what they have learned.

<https://youtu.be/PliDeeT6VBk>

Net Effect of Event (to date)

- **Vermont Art Teachers Association (VATA) - has selected Essex Junction for its annual conference, to occur on Friday Sept 29th -- because of its shared theme of STEAM.**
 - **Nearly 100 art teachers will be in EJ**
 - **Revenue to area restaurants and businesses**



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

MEMORANDUM

TO: Village Trustees
FROM: Lauren Morriseau, Finance Director/Assistant Manager *LM*
DATE: July 25, 2017
SUBJECT: Fire Truck Current Expense note

Issue

The issue is whether or not the Trustees will approve a current expense note for \$150,000 for the purchase of a Fire Pumper truck.

Discussion

The FYE18 Rolling Stock budget was presented to the Trustees with the assumption that the Village would take out a \$150,000 note for 5 years to pay for the new fire truck. We also looked at a lease option presented to the Fire Department. It is staff's conclusion that we should go with the note for \$150,000 instead of financing \$300,000 as in the lease proposal. The interest rate in the lease proposal over 5 years is 2.95%. The interest rate for the first year of the note is 1.5%. We asked 3 banks for bids on the \$150,000 note. The lowest bid was received from People's United Bank with a rate of 1.5%. Community Bank bid 1.85%, and TD bank did not offer a bid. Staff is recommending that we borrow the \$150,000 from Peoples United Bank. This will be a one year note that will need to be renewed each year for 5 years. If the Village pays the entire cost of the truck when the contract is signed, we will receive a discount of \$27,876 off the price of the truck. (\$572,347 instead of \$600,223).

Cost

The cost to the Village if we receive the same interest rate each year of the note will be \$6,750.

Recommendation

It is recommended that the Trustees approve the current expense note from People's United Bank for \$150,000 for the purchase of the Pierce Arrow XT 1500 GMP Pumper.



The economic engine of Vermont.

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

MEMORANDUM

TO: Village Trustees
FROM: Lauren Morrisseau, Finance Director/Assistant Manager *LM*
DATE: July 25, 2017
SUBJECT: 35 South Summit Water bill abatement

Issue

The issue is whether or not the Trustees will abate the 4/28/17 usage portion of the water/sewer bill for 35 South Summit St.

Discussion

Attached is a letter requesting abatement from Chris Poratti of the water/sewer usage bill for 35 South Summit St. The history of the readings is included in the letter from Mr. Poratti. The Village has not been able to locate the meter head of the old meter that was switched out on March 2, 2017 to verify that the reading given to billing by the water technician was correct. It would seem that since the water was shut off during the period in question that the reading may have been written down wrong. It is unusual for staff to recommend abatement but in this case it would seem logical.

Cost

The cost to the Village of abatement of the usage portion of the 35 South Summit April water/sewer bill would be a total of \$427.73.

Recommendation

It is recommended that the Trustees abate the usage portion of the 35 South Summit April water/sewer bill.

June 28, 2017

RECEIVED

JUN 28 2017

Village of Essex Junction

Village Trustees
Essex Junction Vermont

This is a request for an abatement of the charges I recently received in the form of a water bill for water usage in a house I am renovating on 35 South Summit Street. The total bill was almost \$ 500 for the period from Dec. 19th to May 31st.

I purchased the house on Dec., 16th and the next day started renovations which required shutting the water off at the main in the basement. There was no water usage in the house until early April when a toilet was installed. The water was turned off at street level for several weeks to switch the main shut off from the old style to a ball valve type shut off. The meter that was in the house was changed out March 2nd to upgrade to the new style meter.

I extracted the following from an email I received from Cindy Delibac to Patty Benoit on my original request to have the water usage reviewed including old and new meter readings.

- " PW Ron Bundy shut off the water 2/8/17 per homeowner request to allow them to remodel the plumbing. It appears the water was requested to be turned back on around 3/2/17 and at that time Cory noticed the meter was old style so he did upgrade it per the change out program. He filled out the meter change out sheet and wrote a final meter reading on it see list below.

Old meter readings:

4/1/16 1844

10/2/16 1849

12/19/16 1849 sale of house final reading

3/2/17 1990 meter changed out- final reading on meter

New meter readings:

3/2/17 0000

5/31/17 0000 (very little use is showing but has not reached a billable amount yet, Jamie is going to do some testing to make sure the new meter is working correctly today).

Cindy

Thanks for your attention to this matter.

Chris Poratti



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

MEMORANDUM

TO: Village Trustees and Patrick Scheidel, Village Manager
FROM: Lauren Morrissette, Finance Director/Assistant Manager *LM*
DATE: July 25, 2017
SUBJECT: FYE18 Village of Essex Junction Tax Rate

Issue

The issue is whether or not the Trustees will set the Village of Essex Junction FYE17 tax rate at \$0.2996 per \$100 of assessed property value.

Discussion

The Village voted to raise \$3,285,170 in property taxes for FYE 2018 at the Annual meeting on April 5, 2017. The Grand List value received from the Town assessor on 7/03/17 is \$10,969,957. The Grand List increased by 1% from 2016 to 2017. The Grand List value has been adjusted for the tax stabilization agreement for the Whitcomb Farm property at 315 South Street resulting in an adjusted Grand List value of \$10,963,494. In order to raise the taxes necessary for the General Fund budget including bond payments, the tax rate needs to be set at \$0.2996 per \$100 of assessed value. This amount is an increase of \$0.0022 or .7% in the tax rate. Please see the attached rate calculation for a more detailed comparison of this year's rate to last year's combined Village and EJP rates. This tax rate is less than the rate (\$0.3003) estimated when the budget was approved. The reason for the difference between estimated and actual is a more than anticipated increase in the grand list.

Cost

The cost to a tax payer with a \$280,000 value home will be \$839 which is an increase of \$6 from FYE17 taxes. The comparison is the FYE18 Village rate to the FYE17 Village and FYE17 EJP rates combined.

Recommendation

It is recommended that the Trustees set the FYE17 tax rate at \$0.2996 per \$100 of assessed property value.

Village of Essex Junction

FY18 Tax Rate Calculation

Amount to be raised in Taxes for Budget (excluding Debt Service)	\$2,969,904
Amount to be raised in Taxes for Debt Service	\$315,266
	\$3,285,170

Grand List before tax stabilization adjustment \$10,969,957

Tax Stabilization calculation

Property	Actual Grand List Value	Taxable %	Taxable Value	Reduction to Grand List
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Whitcomb Farm #1005001000	\$	6,463	0	\$	(6,463)
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Total Reduction in grand list due to tax stabilization	\$	(6,463)
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Grand List after tax stabilization adjustment	\$10,963,494
Tax Rate for Budget (2,969,904/10,963,494)	\$0.2709
Tax Rate for Debt Service (\$315,266/\$10,963,494)	\$0.0288
Total Tax Rate	\$0.2996
Round Rate up to \$0.2996	\$0.2996

Comparison of FYE18 rates to FYE17 rates				
	<u>FYE17</u>	<u>FYE18</u>	<u>% Change</u>	<u>\$ Increase/ (Decrease)</u>
Debt Service tax rate	\$0.0205	\$0.0288	40%	\$0.0083
Other Expenditures tax rate	\$0.2084	\$0.2709	30%	\$0.0625
Total Village Rate FYE17	\$0.2289			
EJRP Tax Rate FYE17	\$0.0685	\$0.0000		
Total Village & EJRP Rates	\$0.2974	\$0.2996	1%	\$0.0707
Taxes on \$280,000 assessed value home	\$833	\$839	1%	\$6



MEMORANDUM

TO: Village Trustees
 FROM: Pat Scheidel, Municipal Manager
 DATE: July 25, 2017
 SUBJECT: Trustees Meeting Schedule

TRUSTEES MEETING SCHEDULE/EVENTS

August 7 7:00 PM	Joint Meeting with Essex Selectboard at 81 Main Street Regular meeting on August 8 is cancelled
August 22 6:30 PM	Regular Meeting
September 12 6:30 PM	Regular Meeting
September 26 6:30 PM	Regular Meeting
September 29-30	<i>Steamfest/Arts Festival</i>
October 10 6:30 PM	Regular Meeting
October 24 6:30 PM	Regular Meeting

RECEIVED

JUL 07 2017

Village of Essex Junction



George Tyler
Board of Trustees
2 Lincoln St
Essex Junction, VT 05452

To: Vermont Local Officials
From: Karen Horn, Director Public Policy & Advocacy
Date: June 27, 2017
Re: Castleton Poll, Climate Change - Impact on Water Systems

I am writing to ask for your participation in a survey that is part of a study being conducted by a team of researchers at the University of Vermont, St. Michaels College, Castleton University, and other institutions. The research is seeking to understand the impact of extreme events brought on by climate change on Vermont water systems. In the next few days, you will receive a request from EPSCoR for your participation in this project. The survey will ask you questions online about your municipal government and its response to issues affecting Vermont's water systems.

Researchers have designed the survey to be efficient, within the constraints of the research goals, in order to respect your time. Thank you for looking for the request from EPSCoR and taking time to participate in the study. This research is only successful with your generous help.

I hope that you will take 10-15 minutes of your time to participate. I join with the team of researchers in my hope that the survey gives you chance to express some of your thoughts about the impacts of climate change on municipal water infrastructure and to give your municipal government a voice in the study.

Sponsor of:

VLCT Employment
Resource and Benefits
Trust, Inc.

VLCT Municipal
Assistance Center

VLCT Property and
Casualty Intermunicipal
Fund, Inc.



Established Program to Stimulate Competitive Research

July 10, 2017

George Tyler
Board of Trustees
2 Lincoln St
Essex Junction, VT 5452

RECEIVED
JUL 12 2017
Village of Essex Junction

Dear George Tyler,

I am writing to request your help in understanding how Vermont municipal governments are situated to respond to extreme events related to climate change, particularly how those events effect the state's water systems. To participate, please visit the following web site and use the access code provided below:

Web site: <http://poll.castleton.edu/water>
Token: TQG4

The survey will take approximately 15-20 minutes to complete, and your participation is voluntary. You may choose to skip any question that you wish. Results will only be shared in aggregate form, and your individual responses will remain confidential.

This study is sponsored by funding from the National Science foundation under the Vermont Experimental Program to Stimulate Competitive Research (EPSCoR) program. Enclosed is an information sheet about the study that we hope addresses any questions or concerns that you have and with contact information for any questions or concerns we did not anticipate.

If you would prefer to have the survey on paper, or if you have any questions about the process, please either email or call the Polling Institute at Castleton University (poll@castleton.edu, 802-770-7040) and reference the Vermont Municipal Survey.

Thank you in advance for your help with this important research.

Respectfully,

Christopher J. Koliba, Ph.D.
BREE Social Systems Leader
Professor of Community Development & Applied Economics

334 Marsh Life Science Building • 109 Carrigan Drive • University of Vermont • Burlington, VT 05405
(802) 656-7931 • FAX: (802) 656-2950 • epscor@uvm.edu www.uvm.edu/EPSCoR

A Partnership of Higher Education, Private Industry and State Government

Research Information Sheet

Title of Study: Basin Resilience to Extreme Events (BREE) Social Systems Data Collection

Principal Investigator (PI): Christopher Koliba

Faculty Sponsor:

Funder: National Science Foundation (through Vermont EPSCoR)

Introduction

You are being invited to take part in this research study because of your role in municipal government. We hope to survey relevant policy makers and officials in every town or city government in Vermont. This study is being conducted by the faculty on the BREE Social Systems Team, led by Professor Christopher Koliba at the University of Vermont.

Purpose

The aim of this study is to better understand the capacity and priorities of municipal governments by surveying the critical officials and leaders of those governments on issues related to stormwater planning, management, project prioritization, and willingness and ability to adopt green stormwater infrastructure.

The data collected from this study will contribute to a larger project tying into agent-based modeling to help researchers understand how systems are likely to respond to extreme environmental events in the future.

Study Procedures

If you take part in the study, you will be asked to complete this survey and likely a follow-up survey in two years. We have attempted to make the survey as short as possible within the constraints for our research program, with the objective of honoring your time and effort. The survey should take less than 20 minutes to complete.

Your participation in the survey is completely voluntary, and the survey is designed to allow you to skip any question within the survey that you are not willing to answer.

Benefits

As a participant in this research study, there may not be any direct benefit for you, personally, but we expect that the information that we gather will contribute to a greater understanding of systems' behavior that will benefit other people now or in the future. We inform state government and municipalities of our findings and work with them to understand and implement best practices in the area of stormwater management.

Risks

We will do our best to protect the information we collect from you during this study. We will not release any information that will identify you to further protect your confidentiality and avoid any potential risk for an accidental breach of confidentiality.

Costs

There will be no costs to you for participation in this research study.

Confidentiality

All information collected about you during the course of this study will be stored with a code name or number so that we are able to match you to your answers. Any and all identifying information will be stored on a server separately from your survey responses accessible by the research team only for the purposes of managing our sample to assure that we have a representative population of respondents.

Voluntary Participation/Withdrawal

Taking part in this study is voluntary. You are free to not answer any questions or withdraw at any time. You may choose not to take part in this study, or if you decide to take part, you can change your mind later and withdraw from the study. You may also request at the time of withdrawal that we remove any information that you contributed from our dataset.

Questions

If you have any questions about this study now or in the future, you may contact me, Christopher Koliba (802-498-8172) or my colleague Rich Clark (802-468-1306) at Castleton University who will oversee the survey data collection. If you have questions or concerns about your rights as a research participant, then you may contact the Director of the Research Protections Office at (802) 656-5040.

Participation

Your participation is voluntary, and you may refuse to participate without penalty or discrimination at any time.



CHITTENDEN COUNTY RPC

Communities Planning Together

RECEIVED

JUL 14 2017

Village of Essex Junction

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

110 West Canal Street, Suite 202
Winooski, VT 05404-2109
802-846-4490
www.ccrpcvt.org

DATE: July 6, 2017
TO: CCRPC Member Municipalities
FROM: Bernadette Ferenc, Transportation Business Manager

PUBLIC HEARING NOTICE

The Chittenden County Regional Planning Commission (CCRPC) will hold a public hearing on **Wed., July 19, 2017 at 6:00 p.m.** in its offices at 110 West Canal Street, Suite 202; Winooski, to consider the proposed FY18-21 Transportation Improvement Program (TIP) for adoption. A copy of the proposed document is enclosed.

Since we are noticing this less than 15 days prior to the hearing, we will leave the comment period open until Friday, July 28, 2017. The CCRPC Executive Committee will ratify the adoption at its meeting on August 2, 2017 after all comments are received.

This public hearing is also intended to satisfy the program of project's public involvement requirements of the FTA's Federal Funding Programs (5307, 5309, 5310, 5311, 5316, 3037, etc.) for the Chittenden County Transportation Authority (CCTA). The CCTA items funded through this program are contained in the draft TIP and will become final unless amended.

Please notify your CCRPC representative of any concerns. Written comments on the proposed document may be submitted by mail to the address above or by telephone or email to Christine Forde (cforde@ccrpcvt.org) or phone, 846-4490 ext. *13.

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

bf

Attachments

CCRPC # Project Location	FY18-21 Federal Funds				Other Project Information					
	FY18 Phase	FY19* Phase	FY20* Phase	FY21* Phase	Total Cost fed+state+local in 2017 Dollars	Fed. Funds Obligated Thru FY16	FY17 Fed Funds Phase	Project Use Category	Federal Funding Source	Remarks
Essex Junction										
OT026 Creek Condominiums Stormwater Project		\$60,000 ROW	\$68,000 CON		Total: \$220,000 PE: \$60,000 ROW: \$75,000 CON: \$85,000	\$48,000	\$94,456 ROW/CON	Stormwater/ Environmental	STP 80 % Federal 0 % State 20 % Local	2016 TA award (\$142,456) to construct a gravel welland for runoff from Creek Condominiums and portions of village road.
VTrans Number: TAP TA16(7)										
HC014 Crescent Connector	\$1,000,000 CON	\$3,037,500 CON			Total: \$7,299,639 PE: \$1,000,000 ROW: \$299,639 CON: \$6,000,000	\$1,054,040	\$1,600,000 CON	New Facility/ Major Roadway Upgrade	STP 80 % Federal 20 % State 0 % Local	CIRC Alt Phase I project. Construction of a new road connecting VT2A and VT117.
VT2A to VT117 VTrans Number: STP 5300(13)										
CIRC Alternative Project										
HP124B Paving VT15 (Pearl-Main) and VT117 (Maple)					Total: \$3,281,896 PE: \$207,751 ROW: CON: \$3,074,145	\$2,723,620		Paving	NHPP 80 % Federal 20 % State 0 % Local	Paving Class I Town Highway Routes on National Highway System in Essex Junction.
National Highway System VTrans Number: NH 2956(2)										
Funds obligated in FY16										
HP124A Paving VT2A (Park-Lincoln)					Total: \$1,871,664 PE: \$152,049 ROW: CON: \$1,719,615	\$141,890		Paving	STP 80 % Federal 20 % State 0 % Local	Paving of Class I Town Highways in Essex Junction (non-NHS)
Non-National Highway System VTrans Number: STP 2956(1)										
Funds obligated in FY16										
HP111 Pearl Street Improvements	\$1,700,000 CON				Total: \$3,050,000 PE: \$250,000 ROW: \$50,000 CON: \$2,750,000	\$251,348	\$500,000 CON	Roadway Corridor Improvement	STP 80 % Federal 20 % State 0 % Local	CIRC Alternatives Phase II implementation project.
Post Office Square to 5-Corners VTrans Number: STP 5300(14)										
CIRC Alternative Project										
VTrans PM: Perrigo, Joel										

* Future project costs escalated at a rate of 1.25% per year.



Town of Essex/Village of Essex Junction, Vermont

Request for Qualifications

Executive Search Firm – Municipal Manager Recruitment

The Town of Essex and Village of Essex Junction, population approximately 21,000, are seeking an executive search firm to recruit a municipal manager. Essex Junction is an incorporated village within the Town of Essex, and the two municipalities share a municipal manager. The manager is retiring after serving nearly 27 years as Town Manager including the past four years as the municipal manager for the Town and Village.

The Town and Village are seeking a manager who will continue the existing vision and leadership of two organizations with a combined total of more than 100 employees. The incoming manager will possess strong leadership and interpersonal/electronic communication skills and have the ability to work collaboratively with staff, elected officials, and the residents of Essex. The Town of Essex operates the following departments: Public Works, Finance, Parks & Recreation, Police, Fire, Community Development, Library, Town Clerk and Assessor's offices; the Village of Essex Junction operates its own Community Development, Fire, Library, Recreation & Parks offices and a Wastewater Treatment Facility serving Essex, Williston and Essex Junction.

The Town and Village invite qualified firms to submit letters of interest and statements of qualifications and experience for consideration to provide recruitment services. Firms submitting proposals should have a successful record of recruiting and placing executives in small to mid-sized towns and cities. Experience in Northeast local government recruitment is preferred.

Proposals must be received by 4:30 p.m. on **August 4, 2017**. Proposals can be submitted by mail to:

Town Manager's Office
81 Main St
Essex Junction, VT 05452

Electronic submittals should also be sent to tsabatasa@essex.org. Please note that an original copy must also be mailed to the above address.

Proposal Requirements

All proposals must include the following information. Please respond using the attached form in addition to any other materials that are submitted.

1. Firm name, address, telephone number, and contact person(s).
2. A brief history of the firm, including the number of years in operation.
3. List of recent recruitments conducted, with three to five references.
4. A detailed plan and schedule of how the firm will conduct the selection process.
5. Identification of specific services to be provided (i.e. candidate screening process, background checks, references checks, etc.).
6. Information regarding the average tenure of past candidates placed by firm as well as information regarding replacement services.
7. A detailed fee schedule disclosing any and all fees charged to client during the course of the search.
8. A statement of what qualifications distinguish your firm from other recruitment companies.
9. Any other information relevant to the process of selecting a recruitment firm.

Selection/Negotiation Process

The selection and negotiation process shall be undertaken jointly by the Town Selectboard and Village Trustees.

The Town Selectboard and Village Trustees shall schedule interviews with the search firms they deem most qualified. Once the interview process has been completed, the boards will select their top candidate on the basis of the evaluation criteria and enter into negotiations. A contract will be entered into once terms have been agreed to by both sides. The chosen firm shall be required to present a minimum of five (5) qualified candidates to the Selectboard and Trustees within 60 days from the date the contract was signed.

Contact

Any firm with questions regarding this request for qualifications may contact the Municipal Manager's Office at 802-878-1341.

ATTACHMENT to RFQ:

APPLICATION FORM
Town of Essex/Village of Essex Junction
Executive Search Firm – Municipal Manager Recruitment

1.	Firm name	
	Address	
	Telephone number	
	Contact person(s)	
2.	Please provide a brief history of the firm, including the number of years in operation.	
3.	Please list recent recruitments conducted and provide 3 to 5 references.	
4.	Please provide a detailed plan and schedule of how the firm will conduct the selection process.	

5.	Please identify the specific services that will be provided (i.e. candidate screening process, background checks, reference checks, etc.).	
6.	Please provide information regarding the average tenure of past candidates placed by the firm, as well as information regarding replacement services.	
7.	Please provide a detailed fee schedule disclosing any and all fees charged to the client during the course of the search.	
8.	Please provide a statement of what qualifications distinguish your firm from other recruitment companies.	
9.	Please note any other information you feel is relevant to the process of selecting a recruitment firm.	

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
July 11, 2017**

BOARD OF TRUSTEES: George Tyler (Village President); Elaine Sopchak, Lori Houghton, Dan Kerin, Andrew Brown.
ADMINISTRATION: Pat Scheidel, Municipal Manager; Lauren Morrisseau, Assistant Manager & Finance Director; Rick Jones, Public Works Superintendent; Chris Gaboriault, Fire Chief; Robert O'Neill, Fire Captain.
OTHERS PRESENT: Maura Collins, Diane Clemens, Amber Thibeault, Kevin Collins, Tim Kemerer, Colin Flanders (Essex Reporter).

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:

- Executive Session – Personnel
- New Business – EJRP Petty Cash Account
- New Business – Visual Description of Fire Apparatus

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

3. GUESTS, PRESENTATIONS, PUBLIC HEARINGS

1. Comments from Public on Items Not on Agenda

Diane Clemens – Concert Noise

Diane Clemens, village resident, said the music from the recent reggae event at the fairgrounds was very loud and disruptive. The event started in the morning and continued until about 10 PM. The music could be heard even with all the windows closed in the house. Ms. Clemens questioned the sound check of the event and suggested going forward that the stage be set up so the sound is directed away from residences. There was also noise from the motorcycle event that was held at the same time as the concert.

Amber Thibeault – Concert Noise

Amber Thibeault said she wrote the letter on behalf of Highland Village residents who were bombarded with noise from the reggae concert. The bass was so loud that walls in the buildings were physically shaking. There are pictures to prove this. Also, the residents were subjected to the generator noise around 2 AM during the concert take down activities.

Andrew Brown commented in light of all the complaints about the noise from the concert it may be beneficial to have the noise engineers meet with the Trustees to discuss the noise levels that the village wants.

The Trustees will discuss the matter further at a future meeting.

2. Public Hearing: Planning Grant Application

The public hearing was opened at 6:40 PM.

COMMENTS

Maura Collins with Vermont Housing Finance Agency reported the pre-application for the VCDP grant has been reviewed by the state and now the application itself will be done. The project is divided into separate phases. The first phase covers housing needs in the northwest region of the state (Chittenden, Franklin, and Grand Isle counties). The website focuses on this. VHFA will look at the second phase to broaden the project to the rest of the state.

There were no further comments. The public hearing was closed at 6:45 PM.

3. Public Hearing: FYE18 Water/Sewer/Sanitation Rates

The public hearing was opened at 6:46 PM. Finance Director, Lauren Morrisseau, reported the total utilities rate is decreased by 1.8%. There is no change in usage charge. The fixed charge is \$68.05 per quarter or \$272.20 per year. The average user of 120 gpd will pay \$37.43 per month or \$449.15 per year. The water rate will increase 5% due to an increase in the operating budget and an increase in the wholesale rate. The Large Water User water rate is decreasing due to a usage increase by GlobalFoundries and a decrease in the unaccounted water estimate. The Large Water User is still paying 13% of the operating budget. Wastewater rate will decrease 10% due to a decrease in the village's portion of operating revenues and of flow. There is an increase in the units and flow with new the meters and new construction. Sanitation rate will decrease 2% due to an increase in the units and flow with new meters and new construction. Wastewater wholesale rate will increase 4.14% due to an increase in the operating budget. Water bills will be sent out at the end of July.

COMMENTS

There were no comments from the public.

The public hearing was closed at 6:51 PM.

4. Appointment/Reappointment Interviews

The Trustees interviewed Amber Thibeault and Kevin Collins for reappointment to the Capital Program Review Committee and Tim Kemerer for appointment to the Tree Advisory Committee.

4. OLD BUSINESS

1. Approve/Sign Resolution for VCDP Grant Application Authority

MOTION by Dan Kerin, SECOND by Lori Houghton, to approve and sign the resolution for the VCDP grant application authority. VOTING: unanimous (5-0); motion carried.

2. Appointment/Reappointments

MOTION by Elaine Sopchak, SECOND by Andrew Brown, to reappoint Amber Thibeault and Kevin Collins to the Capital Program Review Committee for a three year term ending 8/31/20 and appoint Tim Kemerer to the Tree Advisory Committee for a two year term ending 6/30/19. VOTING: unanimous (5-0); motion carried.

3. Set FYE18 Water/Sewer/Sanitation Rates

MOTION by George Tyler, SECNOD by Dan Kerin, to approve the FYE18 utility rates as follows for the village user:

- **Water usage rate** \$0.0166 per cubic foot
- **Quarterly fixed charge** \$23.56 per quarter
- **Wastewater treatment usage rate** \$0.0084 per cubic foot
- **Wastewater treatment quarterly fixed charge** \$22.08 per quarter
- **Sanitation usage rate** \$0.0053 per cubic foot
- **Sanitation quarterly fixed charge** \$22.41 per quarter

And for IBM Large Water User rate: \$0.073 per 1000 gallons

And for the waste water treatment wholesale rate: \$2.843 per 1000 gallons

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

5. NEW BUSINESS

1. Bid Award for Fire Department Pumper

Fire Chief, Chris Gaboriault, explained the 1996 E-One engine needs to be replaced. The bid from Pierce Manufacturing is \$600,223 for a new engine. New equipment includes ladders on the side of the truck and a low hose bed. The onboard generator and deck gun were eliminated for a savings of \$38,000 plus \$10,000 in maintenance costs over time. The new engine will mirror the ladder truck so training on equipment will be seamless. Pierce builds a very reliable truck with low maintenance. There is a nine month lead time to receive the new truck once the contract is signed. The old truck and equipment will be sold.

George Tyler pointed out the money for the fire engine is from the Rolling Stock Fund. The entire package is coming in under budget. Lauren Morrisseau said there is a \$150,000 note for the truck and staff is investigating manufacturing financing/lease options.

MOTION by Lori Houghton, SECOND by Elaine Sopchak, to approve the expenditure of up to \$620,223 for the replacement of the 1996 E-One engine and equipment, and to award the contract to Pierce Manufacturing. VOTING: unanimous (5-0); motion carried.

2. Bid Award for Portable Compressor

Rick Jones, Public Works Superintendent, said the new compressor replaces the old unit. Essex Equipment was the low bid.

MOTION by Elaine Sopchak, SECOND by Andrew Brown, to award the bid for a trailer mounted portable compressor to Essex Equipment for the amount not to exceed \$12,379.75. VOTING: unanimous (5-0); motion carried.

3. EJRP Petty Cash Account

Lauren Morrisseau explained the need for EJRP to have a checking account to pay for trips to state parks and other places that do not accept credit cards. Brad Luck and Susan McNamara-Hill will be the signers.

MOTION by Lori Houghton, SECOND by Elaine Sopchak, to approve the resolution to set up a petty cash account at the Community Bank NA for the purpose of providing petty cash for the Recreation Department, and to authorize the Village President to sign the resolution. VOTING: unanimous (5-0); motion carried.

6. MANAGER'S REPORT

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

- July 25, 2017
- August 22, 2017
- September 12, 2017
- September 26, 2017
- October 10, 2017
- October 24, 2017

* July 15, 2017 @ 4 PM – Block Party & Street Dance

* September 29-30, 2017 – SteAmfest/Arts Festival

2. Joint Meeting Schedule

Proposed joint meeting schedule with the Selectboard:

- August 7, 2017 @ 7 PM – 81 Main Street
- September 12, 2017 @ 6:30 PM – Lincoln Hall Meeting Room
- October 2, 2017 @ 7 PM – 81 Main Street
- November 14, 2017 @ 6:30 PM – Lincoln Hall Meeting Room
- December 4, 2017 @ 7 PM – 81 Main Street
- February 13, 2018 @ 6:30 PM – Lincoln Hall Meeting Room

Topics of discussion to include:

- TGIA
- Manager Recruitment
- Choice of Recruiter

3. Executive Session for Personnel Matters

An Executive Session will be held to discuss personnel matters.

7. TRUSTEES COMMENTS/CONCERNS & READING FILE**1. Board Member Comments**

- George Tyler reported Dana Hanley inquired about the planning commissions of both the village and town holding a joint meeting to discuss various topics including a policy on use of social media. Following further discussion the Trustees concurred that George Tyler, Pat Scheidel, Max Tracy, Robin Pierce, Dana Hanley, and the two chairpersons of the planning commission should discuss the agenda for the joint meeting.
- Elaine Sopchak reported on the July 5, 2017 meeting of the Public Works Consolidation Review Committee where infrastructure was defined as well as criteria for successful and partial consolidation. The next meeting (July 19, 2017) will discuss budget, the integration study, and cost reductions.
- Elaine Sopchak reported the McLure family agreed to a mural contest to paint the side of the McLure building along the railroad tracks provided the greenery along the fence is kept trimmed to the ground. Ms. Sopchak will forward a memo to Pat Scheidel with ideas on holding a mural art contest. Artists could submit a sample of their work and the villagers could make the selection at the village annual meeting.

2. Reading File

- Minutes
 - Public Works Consolidation Review Committee 6/21/17
 - Tree Advisory Committee 6/22/17
- Memo from Vermont Public Service Board re: Order Revision Procedures Governing Approval of Telecommunications Facilities
- Certification of Notice to George Tyler from Murphy, Sullivan and Kronk re: Vermont Public Service Board Application for Verizon Wireless
- Letter to George Tyler from Jerry Bourque re: CVE Concert Noise
- Copy of Letter to CVE from Highland Village Condominium Owners' Association
- Village Organizational Chart 7/1/17

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) 6/27/17**
- 2. Approve Minutes of Work Session 6/13/17**
- 3. Expense Warrant #17051, dated 6/30/17, in the amount of \$156,113.46.**
- 4. Expense Warrant #17052, dated 7/7/17, in the amount of \$172,326.05.**

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

9. EXECUTIVE SESSION

MOTION by George Tyler, SECOND by Elaine Sopchak, to go into Executive Session to discuss personnel matters pursuant to 1VSA313(a)(3) and include the Municipal Manager and Assistant Manager. VOTING: unanimous (5-0); motion carried.

Executive Session was convened at 7:45 PM.

MOTION by Dan Kerin, SECOND by Andrew Brown, to adjourn Executive Session and reconvene the regular meeting. VOTING: unanimous (5-0); motion carried.

Executive Session was adjourned at 8:15 PM.

10. ADJOURNMENT

With no further business and without objection the meeting was adjourned at 8:15 PM.

RScty: M.E.Riordan

07/14/17
10:05 am

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17053 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 07/13/17 To 07/14/17 & Fund 2

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	06/23/17 ST current tester	210-43110.610	14.24	11536	07/14/17
		552717451395	SUPPLIES			
05290	ADVANCE AUTO PARTS	06/30/17 ST supreme shine	210-43110.610	6.33	11536	07/14/17
		552718143108	SUPPLIES			
05290	ADVANCE AUTO PARTS	07/06/17 ST battery charger	210-43110.610	66.49	11536	07/14/17
		552718751890	SUPPLIES			
V9976	AVONDA AIR SYSTEMS, INC	06/29/17 BL maintenance	210-45551.434	382.00	11539	07/14/17
		V9976	MAINT. BUILDINGS/GROUNDS			
V10301	BARRA, PLC DAVID A.	07/01/17 June legal fees	210-41320.320	2640.00	11540	07/14/17
		070117D	LEGAL SERVICES			
V10301	BARRA, PLC DAVID A.	07/01/17 June legal fees	210-41970.320	66.00	11540	07/14/17
		070117D	LEGAL SERVICES			
V10301	BARRA, PLC DAVID A.	07/01/17 June legal fees	210-15102.000	973.50	11540	07/14/17
		070117D	EXCHANGE - ENGI/LEGAL			
V10301	BARRA, PLC DAVID A.	07/01/17 June legal fees	210-15102.000	33.00	11540	07/14/17
		070117D	EXCHANGE - ENGI/LEGAL			
00530	BRODART CO	06/27/17 BL books	210-45551.640	18.69	11543	07/14/17
		B5043925	ADULT COLLECTION-PRINT &			
00530	BRODART CO	06/27/17 BL books	210-45551.610	0.90	11543	07/14/17
		B5043925	SUPPLIES			
00530	BRODART CO	06/28/17 BL books	210-45551.641	16.68	11543	07/14/17
		B5045846	JUVEN COLLECTION-PRNT & E			
00530	BRODART CO	06/28/17 BL books	210-45551.610	0.90	11543	07/14/17
		B5045846	SUPPLIES			
00530	BRODART CO	06/28/17 BF books	210-49345.000	16.30	11543	07/14/17
		B5045862	LIBRARY DONATION EXPENDIT			
00530	BRODART CO	06/28/17 BL books	210-45551.640	11.59	11543	07/14/17
		B5045935	ADULT COLLECTION-PRINT &			
00530	BRODART CO	06/29/17 BL books	210-45551.641	53.29	11543	07/14/17
		B5047971	JUVEN COLLECTION-PRNT & E			
00530	BRODART CO	06/29/17 BL books	210-45551.610	0.90	11543	07/14/17
		B5047971	SUPPLIES			
16030	BROWN ELECTRIC	06/22/17 ST troubleshoot	210-43160.610	238.60	11544	07/14/17
		32201	STREET LIGHTS SUPPLIES/MA			
16030	BROWN ELECTRIC	06/22/17 ST 127 Pearl St	210-43160.610	329.20	11544	07/14/17
		32202	STREET LIGHTS SUPPLIES/MA			
V0461	CENTRAL BEVERAGE	06/30/17 BL newspapers	210-45551.640	287.50	11547	07/14/17
		45617	ADULT COLLECTION-PRINT &			
04940	COMCAST	07/03/17 VF cable	210-42220.535	13.55	11554	07/14/17
		00861877/3	TELEPHONE SERVICES			
04940	COMCAST	06/27/17 VF internet svc	210-42220.535	125.80	11556	07/14/17
		0179210627	TELEPHONE SERVICES			
25715	DONALD L. HAMLIN CONSULT	07/06/17 ST class 1 paving meeting	210-43110.576	178.75	11560	07/14/17
		07061714830	ENGINEERING SERVICES			
25715	DONALD L. HAMLIN CONSULT	07/06/17 ST eng various projs	210-43110.576	161.39	11560	07/14/17
		07061717810	ENGINEERING SERVICES			
25715	DONALD L. HAMLIN CONSULT	07/07/17 CD 92-100 Pearl eng	210-15102.000	720.79	11560	07/14/17
		07071717803	EXCHANGE - ENGI/LEGAL			
01010	ESSEX AGWAY	06/28/17 ST grass seed Pearl St	210-43110.616	197.98	11564	07/14/17
		323443	GRAVEL, TOPSOIL			

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23215	07/12/17	ESSEX EQUIPMENT INC 7/4 Light Tower 10643587-000	210-45220.442 EQUIPMENT RENTAL	468.52	11566	07/14/17
23215	07/12/17	ESSEX EQUIPMENT INC Supplies 10643602-000	210-45220.610 SUPPLIES	23.14	11566	07/14/17
23215	07/12/17	ESSEX EQUIPMENT INC Large Tractor 10643620-000	210-45220.442 EQUIPMENT RENTAL	285.00	11566	07/14/17
16000	03/07/17	FISHER AUTO PARTS ST filter return 293178037	210-43110.432 VEHICLE MAINTENANCE	-28.90	11572	07/14/17
16000	06/23/17	FISHER AUTO PARTS ST car wash powder 293187934	210-43110.610 SUPPLIES	68.99	11572	07/14/17
34895	07/01/17	GAUTHIER TRUCKING, INC. ST 11 Jackson St 1237996	210-43110.565 RUBBISH REMOVAL	85.52	11574	07/14/17
34895	07/01/17	GAUTHIER TRUCKING, INC. ST Railroad Ave 1237998	210-43110.565 RUBBISH REMOVAL	415.77	11574	07/14/17
34895	07/01/17	GAUTHIER TRUCKING, INC. ST Beech St 1238132	210-43110.565 RUBBISH REMOVAL	55.27	11574	07/14/17
34895	07/01/17	GAUTHIER TRUCKING, INC. ST Densmore Dr 1238716	210-43110.565 RUBBISH REMOVAL	45.00	11574	07/14/17
21055	06/30/17	GREEN MOUNTAIN MESSENGER, BL courier 58959	210-45551.536 POSTAGE/DELIVERY	135.00	11577	07/14/17
21240	06/30/17	HICKOK & BOARDMAN HRI Advisory agreement 063017D-VILL	210-41320.210 HEALTH INS & OTHER BENEFI	146.67	11579	07/14/17
21240	06/30/17	HICKOK & BOARDMAN HRI Advisory agreement 063017D-VILL	210-43110.210 HEALTH INS & OTHER BENEFI	124.67	11579	07/14/17
21240	06/30/17	HICKOK & BOARDMAN HRI Advisory agreement 063017D-VILL	210-43151.210 HEALTH INS & OTHER BENEFI	19.43	11579	07/14/17
21240	06/30/17	HICKOK & BOARDMAN HRI Advisory agreement 063017D-VILL	210-45551.210 HEALTH INS & OTHER BENEFI	220.00	11579	07/14/17
21240	06/30/17	HICKOK & BOARDMAN HRI Advisory agreement 063017D-VILL	210-41970.210 HEALTH INS & OTHER BENEFI	73.33	11579	07/14/17
21240	06/30/17	HICKOK & BOARDMAN HRI Advisory agreement 063017D-VILL	210-41335.210 HEALTH INS & OTHER BENEFI	36.67	11579	07/14/17
11710	07/05/17	INVEST EAP VF EAP 070517D	210-42220.200 EMPLOYEE ASSISTANCE PROGR	216.00	11583	07/14/17
28255	07/12/17	JOHN LEO & SONS INC Ground Repair 071017D	210-45220.610 SUPPLIES	630.00	11584	07/14/17
05980	06/27/17	KOVATCH MOBILE EQUIPMENT VF air control kit NY29678	210-42220.432 VEHICLE MAINTENANCE	155.90	11587	07/14/17
05980	06/29/17	KOVATCH MOBILE EQUIPMENT VF red led light NY29698	210-42220.432 VEHICLE MAINTENANCE	75.83	11587	07/14/17
V9454	06/12/17	LENNY'S SHOE & APP ST credit return, ovpyamt 061216D	210-43110.612 UNIFORMS,BOOTS,ETC	-5.99	11591	07/14/17
V9454	06/12/17	LENNY'S SHOE & APP ST boots, Twilber 3134722	210-43110.612 UNIFORMS,BOOTS,ETC	199.00	11591	07/14/17
33195	06/19/17	LIMOGES & SONS GARAGE DOOR ST shed door 56268TE	210-43110.434 MAINT. BUILDINGS/GROUNDS	135.50	11592	07/14/17
05010	06/15/17	LYNN PUBLICATIONS AD legal ad 120124	210-41320.550 PRINTING AND ADVERTISING	51.00	11594	07/14/17
05010	06/29/17	LYNN PUBLICATIONS AD public hearing ad 120570	210-41320.550 PRINTING AND ADVERTISING	51.00	11594	07/14/17

07/14/17
10:05 am

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Page 3 of 6
HPackard

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
21095	11/22/16	MAIN ST FLOOR COVERING	LH DEPOSIT CARPET 9/16/17	210-41940.891	2618.50	11595	07/14/17
			10966	CAPITAL OUTLAY			
V10432	07/06/17	MANDIGO/CHELSEA//	PW mileage reimb	210-43110.500	23.65	11596	07/14/17
			070617D	TRAINING, CONFERENCES, DU			
V1775	05/23/17	MCNAMARA- HILL, PETTY/ SU	VA petty cash	210-41320.820	8.98	11597	07/14/17
			063017D	ELECTIONS			
V1775	05/23/17	MCNAMARA- HILL, PETTY/ SU	VA petty cash	210-41320.536	13.04	11597	07/14/17
			063017D	POSTAGE			
V1775	05/23/17	MCNAMARA- HILL, PETTY/ SU	VA petty cash	210-41320.500	39.52	11597	07/14/17
			063017D	TRAINING, CONFERENCES, DU			
V1775	05/23/17	MCNAMARA- HILL, PETTY/ SU	VA petty cash	210-41320.560	18.84	11597	07/14/17
			063017D	TRUSTEES EXPENDITURES			
V1775	05/23/17	MCNAMARA- HILL, PETTY/ SU	VA petty cash	210-41320.610	27.65	11597	07/14/17
			063017D	SUPPLIES			
38340	06/28/17	MINUTEMAN TRUCKS INC	VF headlights	210-42220.432	1744.52	11599	07/14/17
			1143573	VEHICLE MAINTENANCE			
25140	06/23/17	PIKE INDUSTRIES INC	ST asphalt	210-43120.610	562.34	11604	07/14/17
			926349	PAVEMENT MAINTENANCE			
25140	06/27/17	PIKE INDUSTRIES INC	ST asphalt	210-43120.610	495.38	11604	07/14/17
			926602	PAVEMENT MAINTENANCE			
25140	06/30/17	PIKE INDUSTRIES INC	ST asphalt	210-43120.610	501.58	11604	07/14/17
			927187	PAVEMENT MAINTENANCE			
26385	07/05/17	PROFESSIONAL WRITING SERV	Ad June minutes	210-41320.530	286.00	11607	07/14/17
			772EJ	COMMUNICATIONS			
24325	06/29/17	RADIO NORTH GROUP INC	VF pger svc battery	210-42220.443	61.50	11608	07/14/17
			24138486	RADIO MAINTENANCE			
24775	07/03/17	ROBERGE & SONS MOWING INC	ST mowing	210-43125.570	1105.00	11613	07/14/17
			254454	CONTRACT SERVICES			
03180	07/12/17	SAFETY SYSTEMS OF VT LLC	Yearly Alarm Systems	210-45220.330	1677.76	11616	07/14/17
			16967	OTHER PROFESSIONAL SVCS			
29835	06/22/17	SHERWIN-WILLIAMS	ST acetone	210-43110.610	273.15	11618	07/14/17
			72230	SUPPLIES			
29835	06/26/17	SHERWIN-WILLIAMS	ST paint supplies	210-43110.610	80.84	11618	07/14/17
			73618	SUPPLIES			
29835	07/12/17	SHERWIN-WILLIAMS	Paint	210-45220.610	230.15	11619	07/14/17
			7660-3	SUPPLIES			
29835	07/06/17	SHERWIN-WILLIAMS	LH paint & supplies	210-41940.610	84.06	11620	07/14/17
			78021	SUPPLIES			
40840	06/15/17	SOVERNET COMMUNICATIONS (ST telephone svcs	210-43110.535	35.67	11622	07/14/17
			3772990	TELEPHONE SERVICES			
V10695	06/28/17	SUNSET TREE CARE	ST trees	210-43161.000	2620.00	11626	07/14/17
			06283017D	STREETSCAPE MAINT./IMP			
14800	06/01/17	TECH GROUP INC	VA June mgd svcs / antivi	210-41320.340	493.12	11627	07/14/17
			74370	COMPUTER EXPENSES			
14800	06/01/17	TECH GROUP INC	VA June mgd svcs / antivi	210-42220.570	21.00	11627	07/14/17
			74370	MAINTENANCE OTHER			
14800	06/01/17	TECH GROUP INC	VA June mgd svcs / antivi	210-41970.340	242.88	11627	07/14/17
			74370	COMPUTER EXPENSES			
14800	07/01/17	TECH GROUP INC	VA Jul mgd srvs/antivirus	210-41320.340	493.12	11627	07/14/17
			74834	COMPUTER EXPENSES			

07/14/17

10:05 am

Town of Essex / Village of EJ Accounts Payable

Page 4 of 6

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14800	07/01/17	TECH GROUP INC VA Jul mgd srvs/antivirus 74834	210-42220.570 MAINTENANCE OTHER	21.00	11627	07/14/17
14800	07/01/17	TECH GROUP INC VA Jul mgd srvs/antivirus 74834	210-41970.340 COMPUTER EXPENSES	242.88	11627	07/14/17
02970	06/13/17	USA BLUE BOOK INC ST gloves 284519	210-43110.612 UNIFORMS,BOOTS,ETC	213.45	11633	07/14/17
V10238	07/03/17	VT AIR TESTING SVC CD Slightly Stoopid 385	210-15101.000 EXCHANGE - GENERAL	890.00	11634	07/14/17
V10238	07/03/17	VT AIR TESTING SVC CD Wheels of Soul 386	210-15101.000 EXCHANGE - GENERAL	740.00	11634	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	210-43110.521 LIABILITY & PROPERTY INS.	5766.98	11637	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	210-42220.521 LIABILITY & PROPERTY INS.	3057.62	11637	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	210-41940.521 LIABILITY & PROPERTY INS.	2187.75	11637	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	210-41970.521 LIABILITY & PROPERTY INS.	1233.83	11637	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	210-41335.521 LIABILITY & PROPERTY INS.	134.93	11637	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	210-45551.521 LIABILITY & PROPERTY INS.	4708.85	11637	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	210-41320.521 LIABILITY & PROPERTY INS.	2870.09	11637	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	210-45110.521 LIABILITY & PROPERTY INS	9495.35	11637	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	210-41320.522 PUBLIC OFFICIALS LIABILIT	3107.00	11637	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	210-41970.522 PUBLIC OFFICIALS LIABILIT	3107.00	11637	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	210-20210.000 WORKERS COMP PAYABLE	38406.48	11637	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW FYE 18 dues 18AD039	210-41320.500 TRAINING, CONFERENCES, DU	835.00	11638	07/14/17
45400	05/19/17	FIRST NATIONAL BANK OMAHA DV food for planning meet 061917A	210-41970.610 SUPPLIES	15.96	3803650	07/14/17
45400	06/16/17	FIRST NATIONAL BANK OMAHA DV PC annual meting food 061917B	210-41970.610 SUPPLIES	107.16	3803650	07/14/17
28175	07/12/17	CHAMPLAIN VALLEY SPORTS Soccer Balls 071017D	226-45115.610 SUPPLIES	904.32	11548	07/14/17
31545	07/12/17	COSTCO #314 Concessions Supplies 070517D	226-45125.610 SUPPLIES	74.02	11558	07/14/17
01010	07/12/17	ESSEX AGWAY Comm Service Supplies 323489	226-45122.610	59.41	11565	07/14/17
01010	07/12/17	ESSEX AGWAY Comm Service Planters 323503	226-45122.610	46.98	11565	07/14/17
24835	07/12/17	KS STATE BANK Bus Lease 1 3348033	226-45120.421 TRUCK LEASE	11607.02	11588	07/14/17
14570	07/12/17	METROCK STATION REACH Metro Rock 40229	226-45122.580 TRAVEL	757.00	11598	07/14/17

07/14/17
10:05 am

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Page 5 of 6
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
45820	07/12/17	PINSOURCE Swim Tags 86576	226-45115.610 SUPPLIES	1482.08	11605	07/14/17
24830	07/12/17	REINHART FOODSERVICE CMS Snack 676353	226-45122.610	83.48	11610	07/14/17
24830	07/12/17	REINHART FOODSERVICE CMS Snack 676436	226-45122.610	270.13	11610	07/14/17
24830	07/12/17	REINHART FOODSERVICE REACH Snack 679267	226-45122.610	107.04	11610	07/14/17
24830	07/12/17	REINHART FOODSERVICE REACH Snack 680590	226-45122.610	123.32	11610	07/14/17
24830	07/12/17	REINHART FOODSERVICE CMS Snack 680777	226-45122.610	60.73	11610	07/14/17
24830	07/12/17	REINHART FOODSERVICE CMS Snack 680782	226-45122.610	57.64	11610	07/14/17
24830	07/12/17	REINHART FOODSERVICE Concessions 681455	226-45125.610 SUPPLIES	752.28	11610	07/14/17
45825	06/28/17	SPARE TIME STAR Bowling 004310	226-45122.580 TRAVEL	576.00	11623	07/14/17
03900	06/28/17	SPORTS CENTRAL INC CMS Shirts 15637	226-45122.610	735.00	11624	07/14/17
03900	06/28/17	SPORTS CENTRAL INC STAR Shirts 15638	226-45122.610	308.00	11624	07/14/17
03900	06/28/17	SPORTS CENTRAL INC REACH Shirts 15641	226-45122.610	630.00	11624	07/14/17
03900	07/11/17	SPORTS CENTRAL INC 5K Shirts 15651	226-45115.610 SUPPLIES	765.00	11624	07/14/17
23495	07/12/17	STUDENT TRANSPORTATION OF CMS Sand Bar 100B006552	226-45122.580 TRAVEL	396.20	11625	07/14/17
23495	07/12/17	STUDENT TRANSPORTATION OF STAR Bayside ACY100B00655	226-45122.580 TRAVEL	209.30	11625	07/14/17
25715	07/06/17	DONALD L. HAMLIN CONSULT Cres Cntr prjm 07061712833	230-46801.008 CRESCENT CONNECTOR	2175.00	11560	07/14/17
25715	07/06/17	DONALD L. HAMLIN CONSULT Pearl link re/insp 07061717820	230-46801.007 PEARL ST. LINKING SIDEWAL	25189.32	11560	07/14/17
25715	07/07/17	DONALD L. HAMLIN CONSULT VR Hillcrest sdwlk eng 07071716821	230-46801.015 HILLCREST SIDEWALK	1989.57	11560	07/14/17
25715	07/07/17	DONALD L. HAMLIN CONSULT VR Pearl link re/insp 07071717820	230-46801.007 PEARL ST. LINKING SIDEWAL	28982.40	11560	07/14/17
25715	07/06/17	DONALD L. HAMLIN CONSULT Pearl link prjm 17061714807	230-46801.007 PEARL ST. LINKING SIDEWAL	225.00	11560	07/14/17
36240	06/14/17	DUBOIS & KING, INC. CD Cres cntr eng 614015	230-46801.008 CRESCENT CONNECTOR	6780.17	11561	07/14/17
12000	06/30/17	LAMOUREUX & DICKINSON INC Pearl link const svcs 50700	230-46801.007 PEARL ST. LINKING SIDEWAL	271.22	11589	07/14/17
23435	06/29/17	CHAMPLAIN WATER DISTRICT VW consumer confidence EJ CCR 2017	254-43200.550 PRINTING AND ADVERTISING	1343.44	11549	07/14/17
21240	06/30/17	HICKOK & BOARDMAN HRI Advisory agreement 063017D-VILL	254-43200.210 HEALTH INS & OTHER BENEFIT	55.00	11579	07/14/17
38760	06/26/17	TI-SALES INC VW meter reading dev supp 0079855	254-43200.340 COMPUTER EXPENSES	842.40	11629	07/14/17

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Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17053 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 07/13/17 To 07/14/17 & Fund 2

Page 6 of 6
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	254-43200.521 LIABILITY & PROPERTY INS.	1268.02	11637	07/14/17
21840	05/23/17	FIRST NATIONAL BANK OMAHA ST drop bx upgrade 052317D	254-43200.610 SUPPLIES	105.99	3804983	07/14/17
42625	07/06/17	ALDRICH & ELLIOTT PC WW headworks screen 77073	255-43330.011 HEADWORKS SCREEN	396.60	11537	07/14/17
42625	07/06/17	ALDRICH & ELLIOTT PC WW alkalinity project 77079	255-43330.012 ALKALINITY CNTRL INSTALLA	1330.25	11537	07/14/17
08955	07/03/17	ALLEN HOT SPRING SPAS WWW bulk tote sodium hypo 11151066501	255-43200.619 CHEMICALS	691.70	11538	07/14/17
11375	07/01/17	CASELLA WASTE MANAGEMENT WW July service 2668773	255-43200.565 GRIT DISPOSAL	918.66	11546	07/14/17
V10734	06/21/17	ENCORE ESSEX JUNCTION SOL WW May 19-Jun 21 1706WWTP	255-43200.622 ELECTRICAL SERVICE	2969.11	11562	07/14/17
06870	06/30/17	ENDYNE INC WW weekly tkn w/tp 235614	255-43200.577 CONTRACT LABORATORY SERVI	40.00	11563	07/14/17
06870	07/11/17	ENDYNE INC WW weekly tkn plus metals 236615	255-43200.577 CONTRACT LABORATORY SERVI	88.00	11563	07/14/17
21240	06/30/17	HICKOK & BOARDMAN HRI Advisory agreement 063017D-VILL	255-43200.210 HEALTH INS & OTHER BENEFI	226.23	11579	07/14/17
V1210	07/06/17	JUTRAS/JAMES// WW mileage various 070617D	255-43200.500 TRAINING, CONFERENCES, DU	93.09	11585	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	255-43200.521 LIABILITY & PROPERTY INS.	13905.62	11637	07/14/17
21240	06/30/17	HICKOK & BOARDMAN HRI Advisory agreement 063017D-VILL	256-43200.210 HEALTH INS & OTHER BENEFI	88.00	11579	07/14/17
38760	06/26/17	TI-SALES INC VW meter reading dev supp 0079855	256-43200.340 COMPUTER EXPENSES	1684.80	11629	07/14/17
30210	07/01/17	VT LEAGUE OF CITIES & TOW VLCT PACIF wrks comp 0195-2	256-43200.521 LIABILITY & PROPERTY INS.	2204.98	11637	07/14/17
Report Total				215005.79		

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07/21/17
12:28 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17054 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 07/20/17 To 07/25/17 & Fund 2

Page 1 of 11
HPackard

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	07/13/17	ST hydraulic fluid 52719444017	210-43110.626 GAS,GREASE AND OIL	36.99	11648	07/21/17
05290	ADVANCE AUTO PARTS	07/17/17	ST oil 552716844264	210-43110.626 GAS,GREASE AND OIL	25.74	11648	07/21/17
05290	ADVANCE AUTO PARTS	07/10/17	ST electrical tape 552719121227	210-43110.610 SUPPLIES	17.77	11648	07/21/17
05290	ADVANCE AUTO PARTS	07/13/17	ST brk cleaner 552719444000	210-43110.610 SUPPLIES	18.00	11648	07/21/17
05290	ADVANCE AUTO PARTS	07/13/17	ST hydraulic fluid 552719444013	210-43110.432 VEHICLE MAINTENANCE	45.90	11648	07/21/17
05290	ADVANCE AUTO PARTS	07/17/17	ST oil 552719844227	210-43110.626 GAS,GREASE AND OIL	19.38	11648	07/21/17
42665	AMAZON/SYNCE	06/10/17	BL books, etc 69852061017D	210-45551.640 ADULT COLLECTION-PRINT &	42.59	11650	07/21/17
42665	AMAZON/SYNCE	06/10/17	BL books, etc 69852061017D	210-45551.610 SUPPLIES	-143.02	11650	07/21/17
42665	AMAZON/SYNCE	06/10/17	BL books, etc 69852061017D	210-45551.837 CHILDRENS PROGRAMS	19.96	11650	07/21/17
42665	AMAZON/SYNCE	07/10/17	BL BOOKS/MOVIES 69852071017D	210-45551.640 ADULT COLLECTION-PRINT &	436.75	11650	07/21/17
42665	AMAZON/SYNCE	07/10/17	BL BOOKS/MOVIES 69852071017D	210-45551.641 JUVEN COLLECTION-PRNT & E	92.26	11650	07/21/17
42665	AMAZON/SYNCE	07/10/17	BL BOOKS/MOVIES 69852071017D	210-45551.610 SUPPLIES	280.53	11650	07/21/17
42665	AMAZON/SYNCE	07/10/17	BL BOOKS/MOVIES 69852071017D	210-49346.001 ADULT COLLECTION-PRINT &	246.79	11650	07/21/17
42665	AMAZON/SYNCE	07/10/17	BL BOOKS/MOVIES 69852071017D	210-45551.837 CHILDRENS PROGRAMS	43.39	11650	07/21/17
25055	AQUARIUS LANDSCAPE SPRINK	07/03/17	Irregation Check 542191	210-45220.330 OTHER PROFESSIONAL SVCS	889.20	11651	07/21/17
23635	BAY STATE ELEVATOR COMPAN	07/01/17	BL maintenance 449976	210-45551.434 MAINT. BUILDINGS/GROUNDS	278.94	11656	07/21/17
V1655	BLUE CROSS BLUE SHIELD OF	07/01/17	VA August health ins 41370001191	210-41320.210 HEALTH INS & OTHER BENEFI	3629.34	11660	07/21/17
V1655	BLUE CROSS BLUE SHIELD OF	07/01/17	VA August health ins 41370001191	210-43110.210 HEALTH INS & OTHER BENEFI	4113.23	11660	07/21/17
V1655	BLUE CROSS BLUE SHIELD OF	07/01/17	VA August health ins 41370001191	210-43151.210 HEALTH INS & OTHER BENEFI	641.18	11660	07/21/17
V1655	BLUE CROSS BLUE SHIELD OF	07/01/17	VA August health ins 41370001191	210-45551.210 HEALTH INS & OTHER BENEFI	7258.64	11660	07/21/17
V1655	BLUE CROSS BLUE SHIELD OF	07/01/17	VA August health ins 41370001191	210-41970.210 HEALTH INS & OTHER BENEFI	2419.55	11660	07/21/17
V1655	BLUE CROSS BLUE SHIELD OF	07/01/17	VA August health ins 41370001191	210-41335.210 HEALTH INS & OTHER BENEFI	1209.77	11660	07/21/17
V1655	BLUE CROSS BLUE SHIELD OF	07/01/17	VA August health ins 41370001191	210-45110.210 HEALTH INS & OTHER BENEFI	3629.32	11660	07/21/17
V1655	BLUE CROSS BLUE SHIELD OF	07/01/17	VA August health ins 41370001191	210-45220.210 HEALTH INS & OTHER BENEFI	1209.77	11660	07/21/17
V1655	BLUE CROSS BLUE SHIELD OF	07/01/17	VA August health ins 41370001191	210-15109.000 EXCHANGE - COBRA	686.76	11660	07/21/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
10510	05/26/17	BLUE TARP FINANCIAL INC ST ROPE & HAMMER 716120	210-43110.610 SUPPLIES	37.78	11661	07/21/17
10510	05/31/17	BLUE TARP FINANCIAL INC ST SHOP SUPPLIES 716143	210-43110.610 SUPPLIES	10.78	11661	07/21/17
10510	06/01/17	BLUE TARP FINANCIAL INC ST ANT BAITs 716147	210-43110.610 SUPPLIES	13.48	11661	07/21/17
10510	06/02/17	BLUE TARP FINANCIAL INC ST DRILL BIT 716151	210-43110.610 SUPPLIES	13.02	11661	07/21/17
10510	06/06/17	BLUE TARP FINANCIAL INC ST PUTTY KNIFE & BATTERY 716166	210-43110.610 SUPPLIES	13.03	11661	07/21/17
10510	06/14/17	BLUE TARP FINANCIAL INC VF PAINT/ACCESSORIES 716210	210-42220.434 MAINT. BUILDINGS/GROUNDS	33.05	11661	07/21/17
10510	06/19/17	BLUE TARP FINANCIAL INC ST PH, UP 716230	210-43161.002 MEMORIAL PARK	4.94	11661	07/21/17
10510	06/21/17	BLUE TARP FINANCIAL INC ST HOSE COUPLER 716240	210-43110.610 SUPPLIES	7.63	11661	07/21/17
10510	06/23/17	BLUE TARP FINANCIAL INC ST SOAP 716254	210-43110.610 SUPPLIES	7.00	11661	07/21/17
10510	07/02/17	BLUE TARP FINANCIAL INC Supplies 716304	210-45220.610 SUPPLIES	14.99	11661	07/21/17
10510	07/03/17	BLUE TARP FINANCIAL INC Supplies 716308	210-45220.610 SUPPLIES	154.90	11661	07/21/17
10510	07/10/17	BLUE TARP FINANCIAL INC Supplies 716337	210-45220.610 SUPPLIES	22.76	11661	07/21/17
10510	07/11/17	BLUE TARP FINANCIAL INC Saw Blades 716350	210-45220.610 SUPPLIES	13.49	11661	07/21/17
10510	07/12/17	BLUE TARP FINANCIAL INC Gas Can 716357	210-45220.610 SUPPLIES	52.97	11661	07/21/17
00530	06/26/17	BRODART CO BL BOOKS B5042138	210-49346.001 ADULT COLLECTION-PRINT &	10.50	11665	07/21/17
00530	06/26/17	BRODART CO BL BOOKS B5042139	210-45551.640 ADULT COLLECTION-PRINT &	24.64	11665	07/21/17
00530	06/26/17	BRODART CO BL BOOKS B5042139	210-45551.610 SUPPLIES	0.90	11665	07/21/17
00530	06/26/17	BRODART CO BL BOOKS B5042147	210-45551.640 ADULT COLLECTION-PRINT &	10.80	11665	07/21/17
00530	06/26/17	BRODART CO BL BOOKS B5042147	210-45551.610 SUPPLIES	0.90	11665	07/21/17
00530	06/26/17	BRODART CO BL BOOKS B5042148	210-45551.640 ADULT COLLECTION-PRINT &	52.54	11665	07/21/17
00530	06/26/17	BRODART CO BL BOOKS B5042148	210-45551.610 SUPPLIES	2.70	11665	07/21/17
00530	06/26/17	BRODART CO BL BOOKS B5042149	210-45551.640 ADULT COLLECTION-PRINT &	94.22	11665	07/21/17
00530	06/26/17	BRODART CO BL BOOKS B5042149	210-45551.610 SUPPLIES	5.40	11665	07/21/17
00530	06/26/17	BRODART CO BL books B5042400	210-45551.640 ADULT COLLECTION-PRINT &	118.80	11665	07/21/17
00530	06/26/17	BRODART CO BL books B5042400	210-45551.610 SUPPLIES	0.90	11665	07/21/17

07/21/17
12:28 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17054 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01 (GENERAL FUND) All check #s 07/20/17 To 07/25/17 & Fund 2

Page 3 of 11
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	BRODART CO	06/29/17 BF books B5047603	210-49345.000 LIBRARY DONATION EXPENDIT	16.29	11665	07/21/17
00530	BRODART CO	07/03/17 BL books B5049519	210-45551.640 ADULT COLLECTION-PRINT &	14.85	11665	07/21/17
00530	BRODART CO	07/03/17 BL books B5049519	210-45551.610 SUPPLIES	0.90	11665	07/21/17
00530	BRODART CO	07/03/17 BL books B5049520	210-45551.640 ADULT COLLECTION-PRINT &	458.72	11665	07/21/17
00530	BRODART CO	07/03/17 BL books B5049520	210-45551.610 SUPPLIES	21.60	11665	07/21/17
00530	BRODART CO	07/03/17 BL books B5049753	210-45551.640 ADULT COLLECTION-PRINT &	128.92	11665	07/21/17
00530	BRODART CO	07/03/17 BL books B5049753	210-45551.610 SUPPLIES	6.30	11665	07/21/17
00530	BRODART CO	07/03/17 BL books B5049754	210-45551.640 ADULT COLLECTION-PRINT &	15.94	11665	07/21/17
00530	BRODART CO	07/03/17 BL books B5049754	210-45551.610 SUPPLIES	0.90	11665	07/21/17
00530	BRODART CO	07/03/17 BL books B5049801	210-45551.641 JUVEN COLLECTION-PRNT & E	9.89	11665	07/21/17
00530	BRODART CO	07/03/17 BL books B5049801	210-45551.610 SUPPLIES	0.90	11665	07/21/17
00530	BRODART CO	07/05/17 BL books B5051075	210-45551.641 JUVEN COLLECTION-PRNT & E	25.61	11665	07/21/17
00530	BRODART CO	07/05/17 BL books B5051075	210-45551.610 SUPPLIES	0.90	11665	07/21/17
00530	BRODART CO	07/05/17 BL books B5051082	210-45551.640 ADULT COLLECTION-PRINT &	23.19	11665	07/21/17
00530	BRODART CO	07/05/17 BL books B5051082	210-45551.610 SUPPLIES	0.30	11665	07/21/17
00530	BRODART CO	07/05/17 BL books B5051275	210-45551.640 ADULT COLLECTION-PRINT &	16.50	11665	07/21/17
00530	BRODART CO	07/05/17 BL books B5051275	210-45551.610 SUPPLIES	0.90	11665	07/21/17
00530	BRODART CO	07/06/17 BL books B5052263	210-45551.641 JUVEN COLLECTION-PRNT & E	9.87	11665	07/21/17
00530	BRODART CO	07/06/17 BL books B5052263	210-45551.610 SUPPLIES	0.90	11665	07/21/17
00530	BRODART CO	07/06/17 BF books B5052479	210-49345.000 LIBRARY DONATION EXPENDIT	16.30	11665	07/21/17
00530	BRODART CO	07/06/17 BL books B5052549	210-45551.640 ADULT COLLECTION-PRINT &	22.78	11665	07/21/17
00530	BRODART CO	07/06/17 BL books B5052549	210-45551.610 SUPPLIES	1.80	11665	07/21/17
00530	BRODART CO	07/06/17 BL books B5052577	210-45551.640 ADULT COLLECTION-PRINT &	14.29	11665	07/21/17
00530	BRODART CO	07/06/17 BL books B5052577	210-45551.610 SUPPLIES	0.90	11665	07/21/17
00530	BRODART CO	07/06/17 BL books B5052578	210-45551.640 ADULT COLLECTION-PRINT &	13.75	11665	07/21/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	07/06/17	BL books B5052578	210-45551.610 SUPPLIES	0.90	11665	07/21/17
00530	07/10/17	BF books B5053938	210-49345.000 LIBRARY DONATION EXPENDIT	15.17	11665	07/21/17
00530	07/11/17	BL books B5055192	210-45551.641 JUVEN COLLECTION-PRNT & E	48.35	11665	07/21/17
00530	07/11/17	BL books B5055192	210-45551.610 SUPPLIES	4.50	11665	07/21/17
00530	07/13/17	BF books B5057890	210-49345.000 LIBRARY DONATION EXPENDIT	432.23	11665	07/21/17
00530	07/13/17	BL books B5058201	210-45551.641 JUVEN COLLECTION-PRNT & E	251.92	11665	07/21/17
00530	07/13/17	BL books B5058201	210-45551.610 SUPPLIES	21.60	11665	07/21/17
02035	06/25/17	ST PORTABLE COMPRESSOR AD 0006086968	210-43110.610 SUPPLIES	138.00	11667	07/21/17
V9941	07/07/17	BL BROWNELL BURL FREE PRE 060817A	210-45551.640 ADULT COLLECTION-PRINT &	30.80	11668	07/21/17
V9941	07/07/17	ST KEEP KIDS ALIVE 060817D	210-43110.582 TRAFFIC CALMING	150.00	11668	07/21/17
V9941	07/07/17	AD TRUSTEE DINNER MEETING 061217F	210-41320.560 TRUSTEES EXPENDITURES	21.51	11668	07/21/17
V9941	07/07/17	AD TRUSTEES DINNER 061217G	210-41320.560 TRUSTEES EXPENDITURES	105.73	11668	07/21/17
V9941	07/07/17	AD/ST ADMIN & ST SUPPLIES 062117H	210-43110.610 SUPPLIES	23.38	11668	07/21/17
V9941	07/07/17	AD/ST ADMIN & ST SUPPLIES 062117H	210-41320.610 SUPPLIES	17.99	11668	07/21/17
V9941	07/07/17	AD TRUSTEES MEETING 062317N	210-41320.560 TRUSTEES EXPENDITURES	7.50	11668	07/21/17
V9941	07/07/17	VF TRAINING SUPPLIES 062517M	210-42220.500 TRAINING, CONFERENCES, DU	119.88	11668	07/21/17
V9941	07/07/17	AD PAYROLL ENVELOPES 062917C	210-41320.610 SUPPLIES	84.56	11668	07/21/17
21500	07/13/17	AD copier lease Aug 17493485	210-41320.442 LEASED SERVICES	245.00	11670	07/21/17
V0455	07/01/17	BL supplies 4023090706	210-45551.610 SUPPLIES	117.97	11671	07/21/17
V0455	07/07/17	AD copies 6/7-7/6/17 4023127924	210-41320.442 LEASED SERVICES	46.23	11671	07/21/17
26395	07/06/17	FY18 dues 1705254	210-41335.811 ANNUAL SUPPORT OF ORGNIZA	6306.00	11674	07/21/17
09040	07/05/17	AD ANNUAL SUPPORT FYE18	210-41320.530 COMMUNICATIONS	6000.00	11680	07/21/17
23455	07/17/17	ST RUBBISH 3025636	210-43110.565 RUBBISH REMOVAL	75.00	11681	07/21/17
V10473	07/07/17	BL books 10003192857	210-45551.640 ADULT COLLECTION-PRINT &	300.00	11683	07/21/17
04940	07/10/17	Comcast MSP 062317D	210-45110.530 COMMUNICATIONS	369.55	11684	07/21/17

07/21/17
12:28 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17054 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 07/20/17 To 07/25/17 & Fund 2

Page 5 of 11
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
38280	06/30/17	CRYSTAL ROCK BOTTLED WATE ST SUPPLIES 061750122590	210-43110.610 SUPPLIES	21.95	11687	07/21/17
38280	06/30/17	CRYSTAL ROCK BOTTLED WATE LH June bottled water 50117144	210-41940.610 SUPPLIES	28.10	11687	07/21/17
V10227	07/17/17	DELUXE BL envelopes 0038348028	210-45551.610 SUPPLIES	226.60	11688	07/21/17
V10559	07/17/17	DEPT OF TREASURY AD PCORI fee V071717	210-41320.610 SUPPLIES	47.46	11691	07/21/17
25715	07/06/17	DONALD L. HAMLIN CONSULT ST CAP PROJECT ESTIMATES 07061717823	210-43110.576 ENGINEERING SERVICES	333.60	11695	07/21/17
25715	07/07/17	DONALD L. HAMLIN CONSULT ST Vtrans, class paving p 07071714830	210-43110.576 ENGINEERING SERVICES	671.06	11695	07/21/17
25715	07/07/17	DONALD L. HAMLIN CONSULT ST various projects 07071717810	210-43110.576 ENGINEERING SERVICES	189.39	11695	07/21/17
25715	07/07/17	DONALD L. HAMLIN CONSULT ST eng svcs capital proj 07071717823	210-43110.576 ENGINEERING SERVICES	443.96	11695	07/21/17
V10576	07/01/17	ECOPIXEL LLC Web host, support 2353	210-41320.340 COMPUTER EXPENSES	129.00	11698	07/21/17
23215	07/13/17	ESSEX EQUIPMENT INC Safety Equipment 10644722	210-45220.610 SUPPLIES	71.49	11701	07/21/17
V0795	07/18/17	ESSEX TOWN OF AD 1/12 mgr contract 071817D	210-41320.150 MANAGER CONTRACT	5572.08	11704	07/21/17
04035	07/11/17	GOT THAT RENTAL & SALES I Cleaning Tool 39174	210-45220.610 SUPPLIES	43.98	11714	07/21/17
04035	07/12/17	GOT THAT RENTAL & SALES I Mower Repair W3369	210-45220.610 SUPPLIES	118.79	11714	07/21/17
07160	06/29/17	GREEN MOUNTAIN LIBRARY CO BL Vokal service V172086	210-45551.530 TECHNOLOGY ACCESS	2223.15	11715	07/21/17
06915	07/14/17	HARTIGAN COMPANY CD block party 7/16/17 121557	210-41335.835 BLOCK PARTY EXPENSE	346.00	11720	07/21/17
14025	07/10/17	LINCOLN NATIONAL LIFE INS VA life ins Village 170710153273	210-41320.210 HEALTH INS & OTHER BENEFIT	182.00	11737	07/21/17
14025	07/10/17	LINCOLN NATIONAL LIFE INS VA life ins Village 170710153273	210-43110.210 HEALTH INS & OTHER BENEFIT	206.25	11737	07/21/17
14025	07/10/17	LINCOLN NATIONAL LIFE INS VA life ins Village 170710153273	210-43151.210 HEALTH INS & OTHER BENEFIT	32.15	11737	07/21/17
14025	07/10/17	LINCOLN NATIONAL LIFE INS VA life ins Village 170710153273	210-45551.210 HEALTH INS & OTHER BENEFIT	363.97	11737	07/21/17
14025	07/10/17	LINCOLN NATIONAL LIFE INS VA life ins Village 170710153273	210-41970.210 HEALTH INS & OTHER BENEFIT	121.32	11737	07/21/17
14025	07/10/17	LINCOLN NATIONAL LIFE INS VA life ins Village 170710153273	210-41335.210 HEALTH INS & OTHER BENEFIT	60.66	11737	07/21/17
14025	07/10/17	LINCOLN NATIONAL LIFE INS VA life ins Village 170710153273	210-45110.210 HEALTH INS & OTHER BENEFIT	181.98	11737	07/21/17
14025	07/10/17	LINCOLN NATIONAL LIFE INS VA life ins Village 170710153273	210-45220.210 HEALTH INS & OTHER BENEFIT	60.66	11737	07/21/17
08645	06/05/17	LOWES BUSINESS ACCT/SYNCH ST refrigerator 14076	210-43110.610 SUPPLIES	312.55	11742	07/21/17
22885	07/11/17	MAPLE LEAF CARPET & TILE BL carpet cleaning 13288	210-45551.434 MAINT. BUILDINGS/GROUNDS	1090.00	11746	07/21/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
27295	07/13/17	MAPLEHURST FLORIST (SAMS) BL youth program supplies 201704	210-45551.837 CHILDRENS PROGRAMS	75.00	11747	07/21/17
V10402	07/11/17	MAYVILLE/DARBY// CD MILEAGE 071117D	210-41970.500 TRAINING,CONF,DUES	17.66	11748	07/21/17
V10402	07/11/17	MAYVILLE/DARBY// CD MILEAGE V10402	210-41335.835 BLOCK PARTY EXPENSE	15.52	11748	07/21/17
25235	07/10/17	NO FIRE INC BL maintenance 00402	210-45551.434 MAINT. BUILDINGS/GROUNDS	220.00	11753	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	210-41320.210 HEALTH INS & OTHER BENEFIT	298.35	11754	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	210-43110.210 HEALTH INS & OTHER BENEFIT	338.11	11754	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	210-43151.210 HEALTH INS & OTHER BENEFIT	52.70	11754	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	210-45551.210 HEALTH INS & OTHER BENEFIT	596.66	11754	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	210-41970.210 HEALTH INS & OTHER BENEFIT	198.89	11754	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	210-41335.210 HEALTH INS & OTHER BENEFIT	99.44	11754	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	210-45110.210 HEALTH INS & OTHER BENEFIT	298.33	11754	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	210-45220.210 HEALTH INS & OTHER BENEFIT	99.44	11754	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	210-15109.000 EXCHANGE - COBRA	66.60	11754	07/21/17
V10729	07/11/17	OVERDRIVE INC BL books 0711175	210-45551.640 ADULT COLLECTION-PRINT &	1000.00	11757	07/21/17
25140	07/11/17	PIKE INDUSTRIES INC ST asphalt 929360	210-43120.610 PAVEMENT MAINTENANCE	313.10	11760	07/21/17
25140	07/14/17	PIKE INDUSTRIES INC ST asphalt 931230	210-43120.610 PAVEMENT MAINTENANCE	434.00	11760	07/21/17
37430	07/06/17	R R CHARLEBOIS INC ST MIRROR ID22615	210-43110.432 VEHICLE MAINTENANCE	75.76	11762	07/21/17
14695	07/14/17	RANDALL MIKE (THE BIG BLU BL youth program 8675309	210-45551.837 CHILDRENS PROGRAMS	50.00	11765	07/21/17
37965	07/05/17	S D IRELAND CONCRETE ST sidewalk repair 62617	210-43120.570 SIDEWALK AND CURB MAINTEN	398.00	11774	07/21/17
42565	07/12/17	SEVEN DAYS ST employment ad 176807	210-43110.610 SUPPLIES	297.00	11777	07/21/17
29835	07/14/17	SHERWIN-WILLIAMS ST foam brush 81090	210-43110.610 SUPPLIES	39.08	11778	07/21/17
29835	07/13/17	SHERWIN-WILLIAMS ST paint brushes 98202	210-43110.610 SUPPLIES	50.04	11778	07/21/17
40840	07/01/17	SOVERNET COMMUNICATIONS () VA JULY PHONE/INTERNET 3777989	210-41320.535 TELEPHONE SERVICES	141.63	11781	07/21/17
40840	07/01/17	SOVERNET COMMUNICATIONS () VA JULY PHONE/INTERNET 3777989	210-41940.535 TELEPHONE SERVICES	39.79	11781	07/21/17
40840	07/01/17	SOVERNET COMMUNICATIONS () VA JULY PHONE/INTERNET 3777989	210-41970.535 TELEPHONE SERVICES	32.06	11781	07/21/17

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
40840	07/01/17	VA JULY PHONE/INTERNET 3777989	210-41320.530 COMMUNICATIONS	34.95	11781	07/21/17
40840	07/01/17	BL tech phone access 3778022	210-45551.530 TECHNOLOGY ACCESS	39.95	11781	07/21/17
40840	07/01/17	BL tech phone access 3778022	210-45551.535 TELEPHONE SERVICES	91.84	11781	07/21/17
V25261	07/07/17	BL youth programs 7717	210-45551.837 CHILDRENS PROGRAMS	320.00	11784	07/21/17
00710	06/30/17	BL POSTAGE 57888488	210-45551.536 POSTAGE/DELIVERY	69.03	11788	07/21/17
36130	06/19/17	ST/VW VARIOUS 9787764239	210-43110.535 TELEPHONE SERVICES	194.63	11789	07/21/17
11935	07/12/17	ST brush 4475375	210-43110.610 SUPPLIES	254.14	11790	07/21/17
24520	06/01/17	RecTrac Training 55234	210-45110.530 COMMUNICATIONS	400.00	11797	07/21/17
V10636	07/01/17	AD FSA admin cost July 170716436	210-41320.210 HEALTH INS & OTHER BENEFIT	5.40	17072105	07/21/17
25240	07/06/17	VE BANNERS 29404	223-46801.002 STREET BANNERS	4506.00	11773	07/21/17
21850	07/06/17	SC MONTHLY CLEANING-JUNE 393	225-45122.430 REPAIRS & MAINTENANCE	200.00	11663	07/21/17
V9941	07/07/17	SC WRAPS FOR MAB MEETING 062117I	225-45122.812 MEAL SITE EXPENSES	47.92	11668	07/21/17
V9941	07/07/17	SC GROC FOR MAB & CRIBBAG 062117J	225-45122.812 MEAL SITE EXPENSES	59.46	11668	07/21/17
V9941	07/07/17	SC GROC FOR MAB & CRIBBAG 062117J	225-45122.614 PROGRAM EXPENSES	8.99	11668	07/21/17
V9941	07/07/17	SC RECEIPT BOOKS 062217K	225-45122.610 OPERATIONAL SUPP/EXP	23.67	11668	07/21/17
V9941	07/07/17	SC DUP BRIDGE SUPPLIES 062217L	225-45122.614 PROGRAM EXPENSES	105.05	11668	07/21/17
V9941	07/07/17	SC MISC FOR CENTER & TRIP 070517P	225-45122.810 TRIP EXPENSES	7.00	11668	07/21/17
V9941	07/07/17	SC MISC FOR CENTER & TRIP 070517P	225-45122.610 OPERATIONAL SUPP/EXP	3.00	11668	07/21/17
V9941	07/07/17	SC LUNCH ITEMS FOR W TRIP 070517Q	225-45122.810 TRIP EXPENSES	33.76	11668	07/21/17
31545	07/05/17	SC food for Winn trip 170705D	225-45122.810 TRIP EXPENSES	52.54	11686	07/21/17
21770	07/11/17	SC JAZZERCISE INSTRUCTOR 171117D	225-45122.330 OTHER PROF SERVICES	45.00	11726	07/21/17
25215	07/27/17	SC magazine for knitters 170703D	225-45122.614 PROGRAM EXPENSES	19.99	11741	07/21/17
21570	07/14/17	SC misc for trips, center 170714D	225-45122.810 TRIP EXPENSES	60.93	11759	07/21/17
21570	07/14/17	SC misc for trips, center 170714D	225-45122.614 PROGRAM EXPENSES	14.31	11759	07/21/17
12265	07/01/17	SC MONTHLY COPIES 5049237593	225-45122.610 OPERATIONAL SUPP/EXP	31.61	11767	07/21/17

07/21/17
12:28 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17054 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 07/20/17 To 07/25/17 & Fund 2

Page 8 of 11
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25190	07/17/17	Art Supplies 222916	226-45122.610	45.15	11645	07/21/17
25190	07/03/17	7/4 Supplies 387061	226-45115.610 SUPPLIES	13.96	11645	07/21/17
25190	07/06/17	Art Supplies 387821	226-45122.610	51.15	11645	07/21/17
V1655	07/01/17	VA August health ins 41370001191	226-45120.210 HEALTH INS & OTHER BENEFIT	3629.32	11660	07/21/17
V1655	07/01/17	VA August health ins 41370001191	226-45121.210 HEALTH INS & OTHER BENEFIT	4839.09	11660	07/21/17
V1655	07/01/17	VA August health ins 41370001191	226-45110.210 HEALTH INS & OTHER BENEFIT	1209.77	11660	07/21/17
10510	07/06/17	PS Hose 716326	226-45122.610	14.99	11661	07/21/17
10510	07/09/17	CMS Service Paint 716336	226-45122.610	58.33	11661	07/21/17
10510	07/10/17	CMS Service Paint 716346	226-45122.610	48.94	11661	07/21/17
25005	07/03/17	Concessions 2503580	226-45125.610 SUPPLIES	886.42	11672	07/21/17
14615	07/06/17	FroYo 2732	226-45125.610 SUPPLIES	393.75	11676	07/21/17
25025	06/07/17	7/4 PA & Lights 3950	226-45115.330 OTHER PROFESSIONAL SVCS	1000.00	11685	07/21/17
25025	07/10/17	Fri Performance 3975	226-45115.330 OTHER PROFESSIONAL SVCS	200.00	11685	07/21/17
25185	07/14/17	Web Scorer App 071417D	226-45115.330 OTHER PROFESSIONAL SVCS	50.00	11693	07/21/17
03520	07/14/17	STAR Movies 071417D	226-45122.580 TRAVEL	480.00	11700	07/21/17
03520	07/17/17	REACH Movie 071717D	226-45122.580 TRAVEL	390.90	11700	07/21/17
23215	07/11/17	Tool Rental 10644388	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	38.50	11701	07/21/17
25075	07/17/17	Volleyball Camp 51377285	226-45115.800 STUDENT SPECIAL PROGRAMS	755.20	11702	07/21/17
25135	07/12/17	REACH Speedway 071217D	226-45122.580 TRAVEL	340.00	11703	07/21/17
25060	07/12/17	Concessions 316792-1	226-45125.610 SUPPLIES	257.50	11706	07/21/17
25090	07/15/17	5K Smoothies 1005	226-45115.610 SUPPLIES	150.00	11716	07/21/17
08270	07/12/17	Yoga Camps 20172	226-45115.330 OTHER PROFESSIONAL SVCS	1260.00	11731	07/21/17
24900	07/07/17	Baking Camp 070717D	226-45115.330 OTHER PROFESSIONAL SVCS	1001.11	11735	07/21/17
14025	07/10/17	VA life ins Village 170710153273	226-45120.210 HEALTH INS & OTHER BENEFIT	181.98	11737	07/21/17
14025	07/10/17	VA life ins Village 170710153273	226-45121.210 HEALTH INS & OTHER BENEFIT	242.64	11737	07/21/17

07/21/17
12:28 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17054 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 07/20/17 To 07/25/17 & Fund 2

Page 9 of 11
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14025	07/10/17	LINCOLN NATIONAL LIFE INS VA life ins Village 170710153273	226-45110.210 HEALTH INS & OTHER BENEFIT	60.65	11737	07/21/17
25035	07/06/17	LIQUID STUDIO Poster & Half Shirt 17078	226-45115.330 OTHER PROFESSIONAL SVCS	200.00	11739	07/21/17
06030	07/14/17	LOGAN TINA Fun With Fiber Camp 071417D	226-45115.330 OTHER PROFESSIONAL SVCS	1848.00	11740	07/21/17
24895	11/22/16	MAGIC BY GEORG Fri Performance 112216D	226-45115.330 OTHER PROFESSIONAL SVCS	550.00	11743	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	226-45120.210 HEALTH INS & OTHER BENEFIT	298.33	11754	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	226-45121.210 HEALTH INS & OTHER BENEFIT	397.77	11754	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	226-45110.210 HEALTH INS & OTHER BENEFIT	99.44	11754	07/21/17
23420	07/05/17	P & P SEPTIC SERVICE INC. 7/4 Portoletts T-148274	226-45115.442 EQUIPMENT RENTALS	460.00	11758	07/21/17
24830	03/11/17	REINHART FOODSERVICE CREDIT 615868	226-45125.610 SUPPLIES	-3.15	11766	07/21/17
24830	07/12/17	REINHART FOODSERVICE Concessions 683211	226-45125.610 SUPPLIES	180.25	11766	07/21/17
24830	07/17/17	REINHART FOODSERVICE REACH Snack 684019	226-45122.610	136.36	11766	07/21/17
24830	07/17/17	REINHART FOODSERVICE CMS Snack 684731	226-45122.610	158.99	11766	07/21/17
24995	07/04/17	RIDE WITH US 7/4 Carts 552909	226-45115.330 OTHER PROFESSIONAL SVCS	190.00	11772	07/21/17
24995	07/12/17	RIDE WITH US Senior Picnic Carts 552910	226-45115.330 OTHER PROFESSIONAL SVCS	150.00	11772	07/21/17
25180	07/06/17	SOLLACE ADAM Reimbursements 070617D	226-45122.580 TRAVEL	742.00	11780	07/21/17
25180	07/06/17	SOLLACE ADAM Reimbursements 070617D	226-45122.580 TRAVEL	266.00	11780	07/21/17
25180	07/06/17	SOLLACE ADAM Reimbursements 070617D	226-45122.580 TRAVEL	148.00	11780	07/21/17
25180	07/07/17	SOLLACE ADAM Postage & Snack for Camp 070717D	226-45122.610	10.47	11780	07/21/17
25180	07/07/17	SOLLACE ADAM Postage & Snack for Camp 070717D	226-45122.610	3.08	11780	07/21/17
25180	07/12/17	SOLLACE ADAM Field Tirp & Wristbands 071217D	226-45122.580 TRAVEL	157.00	11780	07/21/17
25180	07/12/17	SOLLACE ADAM Field Tirp & Wristbands 071217D	226-45122.580 TRAVEL	99.06	11780	07/21/17
25180	07/12/17	SOLLACE ADAM Field Tirp & Wristbands 071217D	226-45122.610	168.80	11780	07/21/17
45825	07/14/17	SPARE TIME CMS Spare Time 004317	226-45122.580 TRAVEL	972.00	11782	07/21/17
45825	07/03/17	SPARE TIME Reach Bowling 005162	226-45122.580 TRAVEL	152.00	11782	07/21/17
31275	07/10/17	DON WESTON EXCAVATING INC Hillcrest sdwlk const LPAYAPI	230-46801.015 HILLCREST SIDEWALK	40365.50	11694	07/21/17

07/21/17
12:28 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17054 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 07/20/17 To 07/25/17 & Fund 2

Page 10 of 11
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
31275	07/10/17	Pearl Link const PAXAP 4	230-46801.007 PEARL ST. LINKING SIDEWAL	108871.53	11694	07/21/17
25715	07/12/17	CD Crescent connector 07071712833	230-46801.008 CRESCENT CONNECTOR	1522.50	11695	07/21/17
V1655	07/01/17	VA August health ins 41370001191	254-43200.210 HEALTH INS & OTHER BENEFIT	1814.66	11660	07/21/17
23435	06/30/17	VW June water usage 063017D	254-43200.412 STATE WATER TAX	1112.54	11679	07/21/17
23435	06/30/17	VW June water usage 063017D	254-43210.412 STATE WATER TAX - GF	6159.75	11679	07/21/17
23435	06/30/17	VW June water usage 063017D	254-43200.411 CWD WATER PURCHASE	45347.03	11679	07/21/17
23435	06/30/17	VW June water usage 063017D	254-43210.411 CWD WATER PURC - GF	251071.41	11679	07/21/17
V9454	07/14/17	VW clothing Cory 319221	254-43200.612 UNIFORMS,BOOTS,ETC	236.98	11736	07/21/17
14025	07/10/17	VA life ins Village 170710153273	254-43200.210 HEALTH INS & OTHER BENEFIT	90.99	11737	07/21/17
24960	07/14/17	VA August dental 170714	254-43200.210 HEALTH INS & OTHER BENEFIT	149.16	11754	07/21/17
38760	07/10/17	VWSA meters INV0080391	254-43330.002 METER REPLACEMENT PROGRAM	920.53	11786	07/21/17
36130	06/19/17	ST/VW VARIOUS 9787764239	254-43200.535 TELEPHONE SERVICES	139.43	11789	07/21/17
36520	07/19/17	VW water operator certifi 071917	254-43200.500 TRAINING, CONFERENCES, DU	80.00	11791	07/21/17
07465	07/14/17	WW replacement tools 28148	255-43200.570 MAINTENANCE OTHER	158.95	11659	07/21/17
V1655	07/01/17	VA August health ins 41370001191	255-43200.210 HEALTH INS & OTHER BENEFIT	7464.30	11660	07/21/17
10510	06/05/17	WW BATTERIES 716160	255-43200.610 SUPPLIES	24.98	11661	07/21/17
V9941	07/07/17	WWTf INTERVIEW COSTS 060917E	255-43200.572 INTERVIEW COSTS	30.00	11668	07/21/17
21210	06/29/17	WW REPLACEMENT FACE SHIEL 50083114627	255-43200.570 MAINTENANCE OTHER	10.34	11682	07/21/17
06870	07/12/17	WW weekly tkn 236791	255-43200.577 CONTRACT LABORATORY SERVI	25.00	11699	07/21/17
06870	07/14/17	WW weekly tkn plus p 237015	255-43200.577 CONTRACT LABORATORY SERVI	40.00	11699	07/21/17
09050	06/28/17	WW ASSTD REAGENTS 10519297	255-43200.618 SUPPLIES - LABORATORY	617.55	11718	07/21/17
V1093	06/30/17	WW SOD BISULFITE 4715	255-43200.619 CHEMICALS	6460.32	11721	07/21/17
14025	07/10/17	VA life ins Village 170710153273	255-43200.210 HEALTH INS & OTHER BENEFIT	374.28	11737	07/21/17
08645	06/13/17	WW sampler containment 08676	255-43200.570 MAINTENANCE OTHER	63.55	11742	07/21/17
08645	06/07/17	WW paper towels 09234	255-43200.610 SUPPLIES	24.66	11742	07/21/17

07/21/17
12:28 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17054 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 07/20/17 To 07/25/17 & Fund 2

Page 11 of 11
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
08645	06/08/17	LOWES BUSINESS ACCT/SYNCB WW base blocks concrete 19793	255-43330.009 AUTOMATIC SAMPLERS	37.84	11742	07/21/17
V1423	06/28/17	MAHER CORPORATION WW CHEM PUMP HOSES 24652	255-43200.570 MAINTENANCE OTHER	3729.37	11744	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	255-43200.210 HEALTH INS & OTHER BENEFIT	613.56	11754	07/21/17
V2093	07/03/17	SLACK CHEMICAL COMPANY IN WW full load Sod hypochloro 347872	255-43200.619 CHEMICALS	3750.86	11779	07/21/17
38680	07/11/17	VT RURAL WATER ASSOC WW training courses 07112017D	255-43200.742 TRANS TO CAPITAL RESERVE	80.00	11796	07/21/17
V1655	07/01/17	BLUE CROSS BLUE SHIELD OF VA August health ins 41370001191	256-43200.210 HEALTH INS & OTHER BENEFIT	2903.46	11660	07/21/17
33850	07/04/17	CENTRAL VERMONT PROPRTIE SA lease 888636 9500175135	256-43200.441 RIGHT OF WAY AGREEMENTS	130.00	11678	07/21/17
06915	07/12/17	HARTIGAN COMPANY SA camera inspection 121390	256-43200.430 SANITATION LINES MAINTENA	650.00	11720	07/21/17
14025	07/10/17	LINCOLN NATIONAL LIFE INS VA life ins Village 170710153273	256-43200.210 HEALTH INS & OTHER BENEFIT	145.59	11737	07/21/17
24960	07/14/17	NORTHEAST DELTA DENTAL VA August dental 170714	256-43200.210 HEALTH INS & OTHER BENEFIT	238.66	11754	07/21/17
38760	07/10/17	TI-SALES INC VWSA meters INV0080391	256-43330.002 METER REPLACEMENT PROGRAM	1841.07	11786	07/21/17
Report Total				580862.40		