



**TRUSTEES MEETING NOTICE & AGENDA**  
**TUESDAY, FEBRUARY 13, 2018 at 6:30 PM**  
**2 LINCOLN STREET, ESSEX JUNCTION, VT 05452**

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS**
  - a. Comments from Public on Items Not on Agenda
5. **OLD BUSINESS**
  - a. Adopt FYE 19 Proposed Budgets and Capital Programs – Pat/Lauren
6. **NEW BUSINESS**
  - a. Bike Repair Station in Village Right of Way – Raj Chawla
  - b. WWTF Aklalinity Improvement Project – James Jutras
  - c. Protein Matrix Pilot Testing Proposal – James Jutras
  - d. Dechlorination Monitor Purchasing Policy Waiver – James Jutras
  - e. 2018 Certificate of Highway Mileage – Pat Scheidel
7. **TRUSTEES COMMENTS AND CONCERNS/READING FILE**
  - a. Board Member Comments
  - b. Minutes from other Boards/Committees:
    - Tree Advisory Committee 1/16/18
    - Bike/Walk Advisory Committee 1/22/18
  - c. VLCT Spring Selectboard Institute 3/24/18
  - d. Memos re: Responses to Questions and Comments by Kathy Barwin
  - e. Trustees Meeting Schedule
8. **CONSENT AGENDA**
  - a. Minutes of Previous Meeting 1/23/18
  - b. Warrant #17081 dated 1/26/18 in the amount of \$385,108.26
  - c. Warrant #17081 dated 2/2/18 in the amount of \$61,654.23
  - d. Warrant #17082 dated 2/9/18 in the amount of \$153,326.14
  - e. FYE 18 Budget Status Report as of 1/31/18
  - f. Authorize Staff to re-apply for Tree City USA Designation
  - g. Acceptance of Tree Advisory Committee Logo
  - h. Authorize Manager to Sign CCPRC Local Match Agreement for Design Five Corners
  - i. Approve Street Closing for Little League Parade on 5/5/18

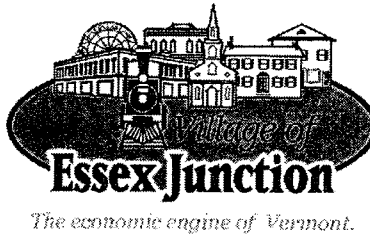
9. **JOINT MEETING WITH ESSEX SELECTBOARD**

[7:05 PM]

- a. Termination of Employment Subcontracting Agreement – George Tyler and Max Levy
- b. Memorandum of Understanding Regarding the Unified Manager – George Tyler and Max Levy
- c. Approval of Resolution in Appreciation of Pat Scheidel – George Tyler and Max Levy
- d. Memo from Greg Duggan and Travis Sabataseo re: welcoming new municipal manager
- e. Discuss Agenda and Facilitator for March 24<sup>th</sup> Joint Meeting

10. **ADJOURN**

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



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

## MEMORANDUM

**TO:** Village Trustees and Patrick Scheidel, Municipal Manager  
**FROM:** Lauren Morrisseau, Finance Director *LM*  
**DATE:** 02/13/18  
**SUBJECT:** Adoption of FYE19 Proposed Budgets

### **Issue**

The issue is whether or not the Trustees will adopt the proposed FYE19 Budgets.

### **Discussion**

A few changes to the budget were discussed and approved at the Trustees Meeting of 1/23/18. Those changes were a reduction to the "Shared Employee Expense" line item in the Administration budget and reductions to "Salaries", "Social Security" and "Workers Compensation" line items in the Fire Department budget. The reduction of the Administration budget had the effect of reducing the Water, Wastewater Treatment and Sanitation budgets also because those budgets pay a portion of the Administration budget. The approved changes are incorporated into the proposed FYE19 Village Operating Budgets amounts listed below.

The amounts of the proposed FYE19 Village Operating Budgets are as follows:

General Fund	\$4,954,687
Water Fund	\$3,866,360
Wastewater Treatment Fund	\$1,949,836
Sanitation Fund	\$489,925
Recreation Programs	\$1,711,748

The amounts of the proposed FYE19 Capital Funds budgets are as follows:

General Fund Capital Reserve	\$2,001,931
Rolling Stock Fund	\$265,677

Water Fund Capital Reserve	\$187,663
WWTF Capital Reserve	\$7,957
Sanitation Fund Capital Reserve	\$251,522
Recreation Capital Reserve	\$110,700

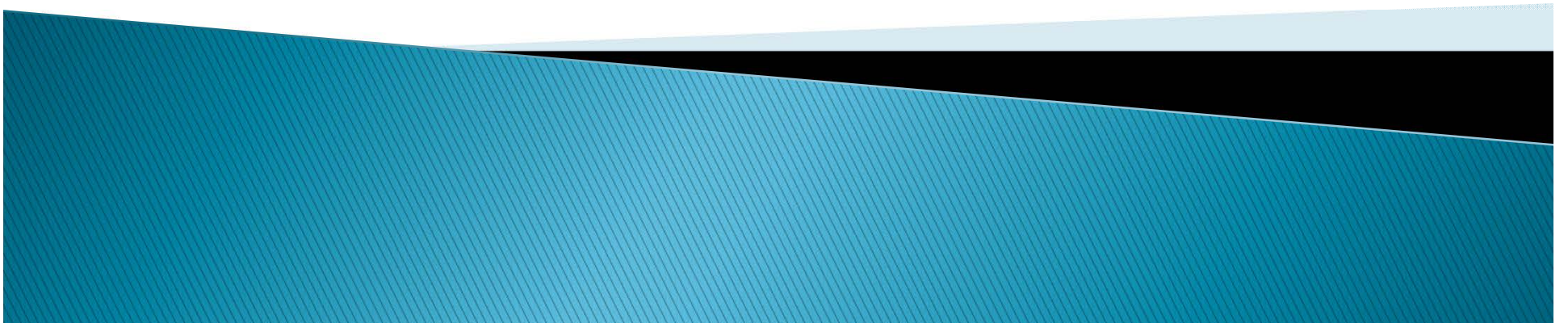
**Cost**

The estimated tax rate to support the General Fund budget is \$0.3106. This is an increase of 3.67% from the FYE18 rate. The utility rates to support the enterprise funds budgets are estimated to increase by 7%.

**Recommendation**

Staff recommends the Trustees adopt the various FYE19 budgets in the amounts listed above.

# Village of Essex Junction FYE 2019 Budget Adoption



<u>FUND</u>	<u>FYE 18 BUDGET</u>	<u>FYE19 PROPOSED BUDGET</u>	<u>%CHANGE</u>
GENERAL FUND EXP	\$4,501,043	\$4,636,704	3.0%
DEBT SERVICE	<u>\$ 315,266</u>	<u>\$ 317,983</u>	<u>0.9%</u>
TOTAL GF	\$4,816,309	\$4,954,687	2.9%
WATER FUND	\$3,786,018	\$3,866,360	2.1%
WASTEWATER FUND	\$1,860,148	\$1,949,837	4.8%
SANITATION FUND	<u>\$ 477,750</u>	<u>\$ 489,925</u>	<u>2.5%</u>
TOTAL	\$10,940,225	\$11,260,809	2.9%



CAPITAL FUNDS

PROPOSED SPENDING

GF CAPITAL RESERVE	\$2,001,931 (\$1,788,561 from grants)
ROLLING STOCK	\$ 265,677 (includes debt payments)
RECREATION & PARKS	\$ 110,700
WATER CAPITAL	\$ 187,663 (includes debt payments)
WWTF CAPITAL	\$ 7,957 (includes ARRA debt pay)
SANITATION CAPITAL	<u>\$ 251,522 (includes debt payments)</u>
TOTAL	\$2,825,450



# GENERAL FUND

BUDGET INCREASE	Operating	\$135,661	3.0%
	Debt Service	<u>2,717</u>	<u>0.9%</u>
	Total	\$138,378	3.8%

## CONTRIBUTING FACTORS

SALARIES	\$46,502
FIRE SALARIES	\$27,000
NEW SHARED SERVICES	\$25,763
CONSULTANT – MANAGER SEARCH	(\$15,000)
CAPITAL CONTRIBUTIONS	\$33,217
HEALTH & OTHER INSURANCES	\$17,797
MATCHING GRANTS & STEAMFEST	\$14,000
OTHER INC/DEC	<u>(\$10,901)</u>
TOTAL	\$138,378



# GENERAL FUND

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

TAX APPROPRIATION	FYE 18	FYE 19 ESTIMATED	INCREASE
DOLLAR AMOUNT	\$3,285,170	\$3,463,797	5.4%
TAX RATE	\$0.2996	\$0.3143	4.9%

VILLAGE TAX INCREASE TO A \$280,000 HOME \$41.16

# GENERAL FUND

- CHALLENGES
- OUR CHALLENGE WAS TO MAINTAIN SERVICES WHILE WORKING TOWARD MORE SHARED SERVICES AND ALIGNMENT OF THE FIRE DEPARTMENTS
- RECOGNIZE ADDITIONAL WAYS TO COMBINE SERVICES WITH THE TOWN.
- CAPITAL BUDGET & ROLLING STOCK FUNDING  
INCREASE CONTRIBUTION TO CAP RESERVE BY 7.5%, CONTINUE ADDING \$10,000 TO ROLLING STOCK CONTRIBUTION

# GENERAL FUND

## EFFICIENCY INITIATIVES

- COMBINED SERVICE INITIATIVE
  - COMBINED PUBLIC WORKS
  - COMBINED FINANCE DEPARTMENT EFFORTS
  - TGIA INITIATIVE
  - SHARING OF TOWN/VILLAGE CLERK
  - SHARING OF TOWN IT SERVICES
  - SHARING OF HUMAN RESOURCES
- GRANT PROCUREMENT

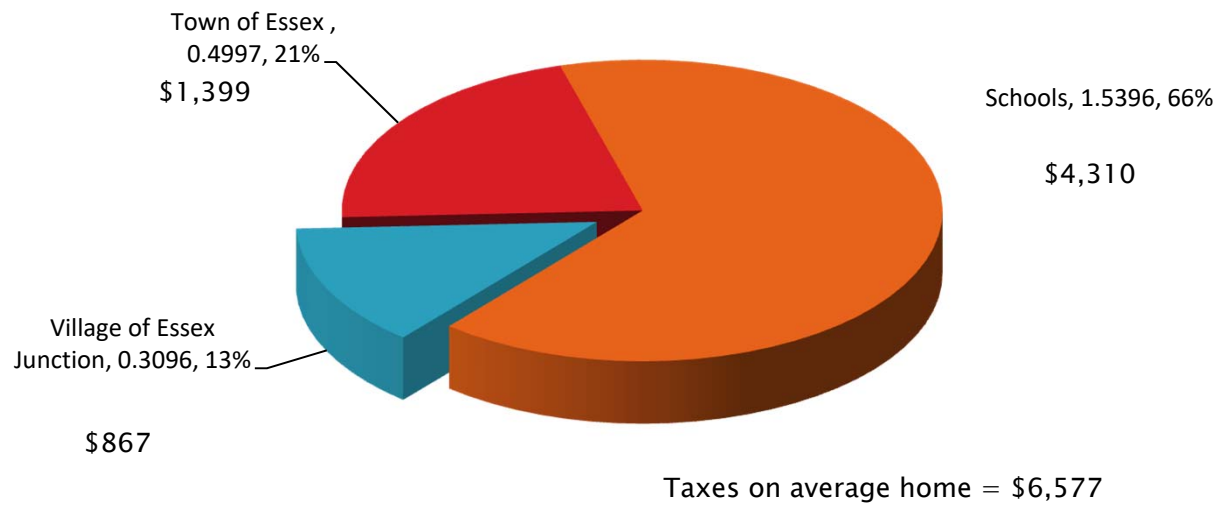
# FYE19 CAPITAL RESERVE PROJECTS

RAILROAD AVE WATERLINE	\$ 95,430
FACILITIES ASSESSMENT	\$ 10,000
WEST ST/WEST ST EXT INTERSECTION	\$ 100,616
CRESCENT CONNECTOR	<u>\$1,795,774</u>
TOTAL	\$2,001,931

# FYE19 ROLLING STOCK BUDGET

VACTOR TRUCK	\$ 33,000
SIDEWALK PLOW	\$ 52,401
2 4WD PICKUP TRUCKS	\$ 58,786
TRAILER MOUNTED BOOM LIFT	\$ 30,164
FIRE DEPARTMENT PICKUP TRUCK	<u>\$ 56,827</u>
TOTAL	\$231,177

**FYE2018 Village of Essex Junction Homestead Tax Rates Totalling \$2.3489 and Tax Amount on \$280,000 assessed value Home**



# ENTERPRISE FUNDS

## CHALLENGES

- WASTEWATER TREATMENT FACILITY IS CHALLENGED BY STATE REGULATIONS.
- WWTF BOND PAYMENT – THE ADDITION OF \$10,000 TO FUND BOND PAYMENT TO GRADUALLY INCREASE THE SANITATION RATE TO WHERE IT WILL NEED TO BE ONCE PAYMENT OF THE SRF LOANS BEGINS (FY17). WE HAVE BEEN ABLE TO MAKE THIS A MORE GRADUAL INCREASE DUE TO THE SALE OF CAPACITY TO WILLISTON.
- WATER METER REPLACEMENT PROGRAM – THIS PROJECT HAS NOT PROGRESSED AS FAST AS WAS ANTICIPATED. COMPLETION IS NOW ESTIMATED FOR FYE20.
- WATER FUND HAS MANY PENDING LARGE PROJECTS.

# ENTERPRISE FUNDS Rates

Utility Charges Comparison					12/15/17 16:02
Property using 120 gallons/Day	FYE18	FYE18	Increase	% Increase	
<b>Water</b>					
Fixed Charge	\$94.24	\$101.44	\$7.20	8%	
Usage (120 Gal/day, 5840 c.f./yr)	\$96.94	\$103.95	\$7.01	7%	
<b>Total</b>	<b>\$191.18</b>	<b>\$205.39</b>	<b>\$14.21</b>	<b>7%</b>	
<b>WWTF</b>					
Fixed Charge	\$88.32	\$95.92	\$7.60	9%	
	\$49.06	\$53.14	\$4.09	8%	
<b>Total</b>	<b>\$137.38</b>	<b>\$149.06</b>	<b>\$11.69</b>	<b>9%</b>	
<b>Sanitation</b>					
Fixed Charge	\$89.64	\$93.84	\$4.20	5%	
Usage (120 Gal/day, 5840 c.f./yr)	\$30.95	\$32.12	\$1.17	4%	
<b>Total</b>	<b>\$120.59</b>	<b>\$125.96</b>	<b>\$5.37</b>	<b>4%</b>	
<b>Total All Utility Rates</b>	<b>\$449.15</b>	<b>\$480.42</b>	<b>\$31.26</b>	<b>7.0%</b>	

# ENTERPRISE FUNDS CAPITAL PROJECTS

## WATER FUND CAPITAL

METER UPGRADES TO RADIO READS	\$28,721
VACTOR TRUCK	\$5,500
RAILROAD AVE WATERLINE	\$107,685

## SANITATION FUND CAPITAL

METER UPGRADES TO RADIO READS	\$57,442
SOUTH ST. PS PUMP REPLACEMENT	\$40,000
VACTOR TRUCK	\$66,000

## WASTEWATER TREATMENT CAPITAL

VACTOR TRUCK	\$5,500
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VILLAGE OF ESSEX JUNCTION  
GENERAL FUND BUDGET SUMMARY

02/06/18  
10:25 AM

	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 18 vs 19
GENERAL GOVERNMENT:						
Administration	562,235	603,131	626,113	503,502	487,135	-3.3%
Transfers & Misc Expenditures	765,448	583,585	616,585	673,858	707,075	4.9%
Grant & Non-Budgetary Expenditures	20,763	0	53,068	0	0	0.0%
Seniors Support	12,347	0	0	0	0	0.0%
Fire Department	299,463	315,342	319,214	332,165	366,864	10.4%
Library	696,980	776,396	736,958	798,291	795,359	-0.4%
Lincoln Hall/Park St. School	44,675	49,150	45,714	50,874	50,927	0.1%
Community Development	233,331	251,212	221,635	253,271	253,684	0.2%
Economic Development/Community Events	70,408	92,021	81,101	92,905	118,770	27.8%
Street Department	832,516	1,059,993	1,011,390	1,121,449	1,145,126	2.1%
Recreation & Parks	0	0	0	674,728	711,764	5%
Subtotal General Fund	3,538,166	3,730,830	3,711,778	4,501,043	4,636,704	3.0%
Debt Service	223,426	222,244	199,464	315,266	317,983	0.9%
Total General Fund	3,761,592	3,953,074	3,911,242	4,816,309	4,954,687	2.9%

GENERAL FUND REVENUES

02/06/18  
10:25 AM

Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
	Unrestricted Fund Balance	0	35,000	0	60,000	35,000	-42%
31101.000	Property Taxes	2,564,285	2,482,765	2,480,854	3,285,170	3,423,606	4.2%
33546.000	State for Pilot & Current Use	2,173	1,900	4,301	2,000	2,000	0%
33582.000	Essex Town Contribution to Library	15,000	15,000	15,000	15,000	15,000	0%
33582.001	Town Payment for Stormwater	59,500	59,352	59,352	61,460	64,367	5%
33582.002	Town Payment for Street Dept.	780,070	1,000,642	1,000,642	1,059,989	1,080,759	2%
34130.000	License & Zoning Fees	58,153	50,000	60,184	58,000	58,000	0%
34131.000	Whitcomb Farm Solar Pilot	5,405	5,400	5,280	5,000	5,000	0%
34221.000	Miscellaneous Fire Receipts	25	20	0	20	20	0%
35130.000	State District Court Fines	1,741	500	1,589	1,000	1,500	50%
36102.000	Interest Earnings	2,657	1,500	2,225	1,500	2,000	33%
36201.000	Parking Space Fees	4,800	4,800	4,400	4,800	2,400	-50%
36202.000	Lincoln Hall Rentals	30	1	0	0	0	0%
36400.000	Block Party Donations	1,150	1,500	2,500	1,500	1,500	0%
36603.000	Misc. Receipts	1,630	2,000	2,804	2,000	2,000	0%
36605.000	Miscellaneous Street Receipts	9,312	3,000	4,091	4,000	4,000	0%
36606.000	Miscellaneous Library Receipts	683	400	712	500	500	0%
36606.010	Parks & Rec Non-resident Fees	0	0	0	22,000	22,000	0%
39154.000	Service Fee - Water	108,760	113,888	113,888	92,948	94,014	1%
39155.000	Service Fee - WWTP	54,380	56,944	56,944	46,474	47,007	1%
39156.000	Service Fee - Sanitation	108,760	113,888	113,888	92,948	94,014	1%
39501.000	Miscellaneous Grants/Donations	17,725	0	59,562	0	0	0%
	Lost Book Revenue	2,381	0	3,046	0	0	0%
	Farmers Market Reimbursement	3,479	4,575	0	0	0	0%
	<b>TOTALS</b>	<b>3,802,099</b>	<b>3,953,074</b>	<b>3,991,262</b>	<b>4,816,309</b>	<b>4,954,687</b>	<b>2.87%</b>

**Tax Rate Calculation**

	FY18		FY19	% Increase
Budget Increase				
<b>Grand List</b>		<b>Projected Grand List</b>		
GF Real Estate	797,280	GF Real Estate	797,280	
Non-GF Real Estate	10,172,677	Non-GF Real Estate	10,274,404	
Tax Stabilization Reduction	(6,463)	Tax Stabilization Reductic	(48,694)	
Total Grand List	10,963,494	Total Projected Grand Lis	11,022,990	
Tax Appropriation	3,285,170	Tax Appropriation	3,423,606	
Village tax Rate	0.2996	Village Tax rate	0.3106	3.67%

ADMINISTRATION BUDGET

02/06/18

Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
41320.110	Salaries - Regular	274,682	280,713	289,771	195,666	208,400	6.5%
41320.130	Salaries - Overtime	3,288	2,500	6,484	3,500	6,500	85.7%
41320.140	Salaries - Part-time	14,861	13,751	18,732	19,234	5,025	-73.9%
41320.150	Manager Contract	61,500	64,575	64,575	66,835	65,000	-2.7%
41320.152	Shared Employee Expense	0	0	0	0	25,763	100.0%
41320.210	Health Insurance & Other Benefits	64,484	70,751	64,017	58,044	45,869	-21.0%
41320.220	Social Security	22,919	23,333	25,674	17,096	17,096	0.0%
41320.226	Workers Compensation Insurance	1,121	896	963	774	684	-11.6%
41320.230	Retirement	26,854	28,071	27,835	19,567	20,840	6.5%
41320.250	Unemployment Insurance	317	607	291	317	300	-5.4%
41320.291	Health Improvement Programs	580	1,600	1,083	1,600	1,600	0.0%
41320.310	Boardmember fees	2,500	2,500	2,500	2,500	2,500	0.0%
41320.320	Legal Services	8,415	15,000	17,127	15,000	15,000	0.0%
41320.330	Other Professional Services	121	1,000	0	16,000	1,000	-93.8%
41320.335	Audit Services	6,853	7,059	5,746	6,063	6,160	1.6%
41320.340	Computer Expenses	11,679	13,000	11,722	4,000	2,220	-44.5%
41320.442	Leased Services	3,505	4,800	4,248	4,000	4,525	13.1%
41320.500	Training, Conferences, Dues	7,700	13,734	4,566	9,300	9,300	0.0%
41320.521	Liability & Property Ins.	6,955	8,619	9,192	7,140	4,239	-40.6%
41320.522	Public Officials Liability Ins.	6,039	6,386	6,265	6,172	5,727	-7.2%
41320.530	Communications	11,554	16,806	17,111	19,167	18,387	-4.1%
41320.535	Telephone Services	1,906	1,980	1,694	1,980	1,700	-14.1%
41320.536	Postage	2,256	4,000	1,329	3,500	2,000	-42.9%
41320.550	Printing and Advertising	4,200	5,500	4,273	5,500	5,000	-9.1%
41320.560	Trustees Expenditures	2,319	4,000	3,373	4,000	4,000	0.0%
41320.571	Pay & Classification Study	5,700	200	0	6,047	200	-96.7%
41320.580	Travel	1,398	0	222	2,000	300	-85.0%
41320.610	Supplies	5,062	6,000	4,293	6,000	5,000	-16.7%
41320.820	Elections	1,363	1,500	2,052	1,500	1,500	0.0%
41320.835	Holiday Expense	965	1,250	1,290	1,000	1,300	30.0%
41320.891	Capital Outlay	1,139	3,000	1,735	0	0	0.0%
41320.892	Trans to Town for Benefits	0	0	27,950	0	0	0.0%
TOTALS		562,235	603,131	626,113	503,502	487,135	-3.3%

ECONOMIC DEVELOPMENT/COMMUNITY EVENTS

02/06/18  
10:25 AM

Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
41335.110	Salaries - Regular	28,269	29,532	29,342	31,060	32,135	3%
41335.130	Salaries - Part-time	5,850	5,850	5,400	4,950	4,950	0%
41335.210	Health Insurance & Other Benefits	14,959	17,688	15,003	19,348	28,513	47%
41335.220	Social Security	2,404	2,733	2,272	2,782	2,837	2%
41335.226	Workers Comp	136	107	110	129	106	-18%
41335.230	Retirement	2,843	2,953	2,934	3,106	3,214	3%
41335.250	Unemployment	115	170	63	126	65	-48%
41335.521	Liability & Property Ins.	219	188	361	204	170	-17%
41335.810	Community Events & Programs	3,311	4,000	4,074	4,000	8,280	107%
41335.811	Annual Support of Organizations	7,585	9,300	7,590	7,700	9,000	17%
41335.812	New Programs	0	2,500	2,500	2,500	2,500	0%
41335.813	Matching Grant Funds	555	10,000	1,500	10,000	20,000	100%
41335.835	Block Party Expense	3,002	7,000	7,734	7,000	7,000	0%
41335.891	Capital Outlay	1,160	0	2,218	0	0	0%
TOTALS		70,408	92,021	81,101	92,905	118,770	27.8%

ESSEX JUNCTION RECREATION AND PARKS

02/06/18

Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19	
						Proposed Budget	% Change 19 vs 18
ADMINISTRATION							
45110.110	Salaries - Regular		0	0	204,759	217,566	6.3%
45110.140	Salaries - Part-time		0	0	7,385	7,076	-4.2%
45110.210	Health Insurance & Other Benefits		0	0	74,554	107,123	43.7%
45110.220	Social Security		0	0	16,229	17,185	5.9%
45110.226	Workers Compensation Insurance		0	0	7,685	9,538	24.1%
45110.230	Retirement		0	0	20,477	24,234	18.3%
45110.250	Unemployment Insurance		0	0	5,652	2,594	-54.1%
45110.291	Health Improvement Programs		0	0	1,400	0	-100.0%
45110.330	Other Professional Services		0	0	14,500	8,220	-43.3%
45110.340	Computer Expenses		0	0	9,350	9,120	-2.5%
45110.500	Training, Conferences, Dues		0	0	9,784	9,988	2.1%
45110.521	Liability & Property Ins.(inc auto)		0	0	21,580	18,564	-14.0%
45110.530	Communications		0	0	17,500	12,500	-28.6%
45110.535	Telephone Services		0	0	6,000	3,600	-40.0%
45110.550	Printing and Advertising		0	0	3,460	3,639	5.2%
45110.610	Supplies		0	0	6,004	5,000	-16.7%
45110.813	Scholarships		0	0	5,000	4,000	-20.0%
	Subtotal Administration		0	0	431,319	459,947	6.6%
PARKS & FACILITIES							
45220.110	Salaries - Regular		0	0	60,250	93,636	55.4%
45220.140	Salaries - Part-time		0	0	44,697	24,977	-44.1%
45220.210	Health Insurance & Other Benefits		0	0	18,624	21,775	16.9%
45220.220	Social Security		0	0	8,028	9,074	13.0%
25220.230	Retirement		0	0	6,025	9,364	55.4%
45220.291	Health Improvement Programs		0	0	350	0	-100.0%
45220.330	Other Professional Services		0	0	33,190	18,310	-44.8%
45220.410	Water and Sewer Charges		0	0	3,975	4,296	8.1%
45220.434	Maintenance - Buildings/Grounds		0	0	10,694	9,996	-6.5%
45220.441	Land Lease		0	0	500	500	0.0%
45220.442	Equipment Rental		0	0	7,500	7,300	-2.7%
45220.500	Training, Conferences, Dues		0	0	1,887	1,990	5.5%
45220.610	Supplies		0	0	12,162	12,250	0.7%
45220.622	Electrical Service		0	0	28,009	29,852	6.6%
45220.623	Heating/Natural Gas		0	0	5,409	5,574	3.1%
45220.626	Gas, Grease and Oil		0	0	2,109	2,923	38.6%
	Subtotal Parks & Facilities		0	0	243,409	251,817	3.5%
=====							
	TOTALS		0	0	674,728	711,764	5.5%
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DEBT SERVICE

02/06/18  
10:25 AM

Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
47116.000	Capital Improvements Principal	141,900	141,900	128,535	135,300	135,135	-0.1%
47216.000	Capital Improvements Interest	81,526	80,344	70,929	75,122	73,060	-2.7%
47117.000	Parks & Rec Principal	0	0	0	105,000	105,000	0.0%
47217.000	Parks & Rec Interest	0	0	0	(156)	4,788	100.0%
TOTALS		223,426	222,244	199,464	315,266	317,983	0.9%

TRANSFERS & MISC EXPENDITURES

02/05/18  
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Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
49100.030	Capital Fund Contribution	516,824	274,961	274,961	295,582	317,751	7.5%
49100.031	Rolling Stock Fund Contribution	193,624	203,624	203,624	213,624	223,624	4.7%
49100.040	Transfer for Building Maintenance	0	50,000	83,000	50,000	50,000	0.0%
49100.802	Employee Termination Benefits	5,000	5,000	5,000	5,000	5,000	0.0%
49101.030	Trans to Parks & Rec Capital Res	0	0	0	109,652	110,700	1.0%
49100.031	Half Penny for Ladder Truck Note	50,000	50,000	50,000	0	0	0.0%
	TOTALS	765,448	583,585	616,585	673,858	707,075	4.9%

GRANTS AND OTHER NON-BUDGETARY EXPENDITURES

02/06/18  
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Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
49340.000	Grants & Donations Expenses	18,776	0	51,636	0	0	0%
49346.001	Library Replacement Expenses	1,986	0	1,432	0	0	0%
	Termination Benefits	0	0	0	0	0	0%
TOTALS		20,763	0	53,068	0	0	0%



LINCOLN HALL/PARK ST. SCHOOL BUDGET

02/06/18  
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Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
41940.410	Water and Sewer Charges	950	1,000	992	1,000	1,000	0%
41940.411	Park St. School Water/Sewer	0	0	0	0	575	100%
41940.423	Contractual Services	7,944	9,565	8,857	9,000	9,000	0%
41940.434	Maintenance - Building/Grounds	13,689	9,000	9,268	10,000	9,500	-5%
41940.521	Liability & Property Ins.	5,795	7,125	6,233	6,294	5,372	-15%
41940.535	Telephone Services	0	460	473	480	480	0%
41940.550	Printing	0	300	0	0	0	0%
41940.565	Rubbish Removal	2,107	2,000	1,557	2,200	2,000	-9%
41940.566	Park St. School Rubbish Removal	0	0	0	0	600	100%
41940.610	Supplies	1,928	2,500	2,992	2,500	2,000	-20%
41940.622	Electrical Service	6,809	7,500	7,067	7,500	7,500	0%
41940.623	Heating	4,329	6,400	5,217	6,400	6,400	0%
41940.624	Park St. School Electricity	0	0	0	0	4,000	100%
41940.625	Park St. School Natural Gas	0	0	0	0	2,500	100%
41940.891	Capital Outlay	1,125	3,300	3,058	5,500	0	-100%
TOTALS		44,675	49,150	45,714	50,874	50,927	0%

FIRE DEPARTMENT BUDGET

02/06/18  
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Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
42220.140	Salaries - Firefighters	133,620	150,000	150,636	162,000	189,000	17%
42220.200	Employee Assistance Program	864	864	864	864	864	0%
42220.210	Accident & Disability Ins.	3,600	3,600	3,619	3,600	3,600	0%
42220.220	Social Security	10,190	11,511	11,289	12,393	14,510	17%
42220.226	Workers Compensation Insurance	22,962	27,000	25,801	28,000	32,130	15%
42220.410	Water and Sewer Charges	610	600	603	610	610	0%
42220.432	Vehicle Maintenance	23,007	14,000	20,825	17,000	18,000	6%
42220.434	Maintenance - Building/Grounds	6,496	6,000	11,250	6,000	6,000	0%
42220.443	Radio Maintenance	1,425	2,000	2,760	1,800	1,800	0%
42220.500	Training, Conferences, Dues	2,657	5,000	3,915	4,000	4,000	0%
42220.521	Liability & Property Ins.	7,446	8,767	8,502	7,968	6,670	-16%
42220.535	Telephone Services	3,520	3,400	3,607	3,500	4,000	14%
42220.566	Physical Exams	7,112	6,000	6,456	6,600	6,600	0%
42220.570	Maintenance - Other	18,285	14,500	11,322	15,500	15,000	-3%
42220.578	Emergency Generator Maintenance	480	500	739	480	480	0%
42220.610	Supplies	4,721	2,400	2,395	3,000	3,000	0%
42220.611	New Equipment - Radios	2,195	2,000	0	1,500	1,500	0%
42220.612	Uniforms, Boots, Etc.	18,564	21,000	21,912	21,250	23,000	8%
42220.615	EMS Supplies	684	1,000	860	1,000	1,000	0%
42220.622	Electrical Service	7,233	7,000	7,067	7,300	7,300	0%
42220.623	Heating	3,701	5,200	3,917	4,800	4,800	0%
42220.626	Gas, Grease and Oil	3,271	6,500	3,656	6,000	6,000	0%
42220.838	Fire Prevention	2,018	2,000	1,931	2,000	2,000	0%
42220.889	Routine Equipment Purchases	14,802	14,500	15,288	15,000	15,000	0%
TOTALS		299,463	315,342	319,214	332,165	366,864	10.45%

BROWNELL LIBRARY BUDGET

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Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
45551.110	Salaries - Regular	289,742	314,229	306,743	313,189	319,700	2.1%
45551.140	Salaries - Part-time	94,186	106,800	101,249	109,524	103,632	-5.4%
45551.210	Health Insurance & Other Benefits	92,376	106,126	87,266	116,088	107,125	-7.7%
45551.220	Social Security	29,043	32,695	31,279	32,500	32,458	-0.1%
45551.226	Workers Compensation Insurance	1,472	1,274	1,295	1,514	1,207	-20.3%
45551.230	Retirement	28,459	31,423	27,910	31,319	31,970	2.1%
45551.250	Unemployment Insurance	1,098	1,324	508	1,364	600	-56.0%
45551.340	Computer Expenses	2,398	3,500	3,866	3,500	4,000	14.3%
45551.410	Water and Sewer Charges	778	900	837	900	900	0.0%
45551.423	Contractual Services	25,251	28,425	29,213	33,183	34,000	2.5%
45551.434	Maintenance - Buildings/Grounds	17,230	19,000	24,571	20,000	22,000	10.0%
45551.436	Alarm System Maintenance	465	525	1,385	525	625	19.0%
45551.500	Training, Conferences, Dues	2,478	3,000	1,585	4,000	4,000	0.0%
45551.521	Liability & Property Ins.	11,096	12,375	13,163	11,385	8,542	-25.0%
45551.530	Technology Access	4,831	5,500	5,192	6,000	7,700	28.3%
45551.535	Telephone Services	1,143	1,200	1,213	1,200	1,200	0.0%
45551.536	Postage	3,030	3,500	2,151	3,500	3,500	0.0%
45551.572	Interview Costs	409	500	575	500	500	0.0%
45551.574	Volunteer Expenses	410	600	645	700	800	14.3%
45551.610	Supplies	12,362	13,000	11,528	13,000	13,000	0.0%
45551.622	Electrical Service	14,988	15,250	14,990	15,250	15,250	0.0%
45551.623	Heating	6,094	7,400	6,144	7,400	7,400	0.0%
45551.640	Adult Collection-Print&Electronic	31,618	34,500	32,964	36,500	38,500	5.5%
45551.641	Juvenile Collection-Prnt&Electronic	16,197	17,250	13,552	18,250	19,250	5.5%
45551.677	Computer Replacement	6,815	8,000	7,179	8,000	8,000	0.0%
45551.836	Adult Programs	193	500	351	1,000	1,000	0.0%
45551.837	Childrens' Programs	2,819	3,200	3,071	4,000	4,500	12.5%
45551.891	Capital Outlay	0	4,400	6,534	4,000	4,000	0.0%
TOTALS		696,980	776,396	736,958	798,291	795,359	-0.4%

COMMUNITY DEVELOPMENT

02/06/18  
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Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
41970.110	Salaries - Regular	133,555	138,199	137,901	142,264	145,419	2.2%
41970.210	Health Insurance & Other Benefits	29,598	35,375	29,306	38,696	32,128	-17.0%
41970.220	Social Security	10,618	10,894	10,934	11,212	11,454	2.2%
41970.226	Workers Compensation Insurance	504	418	440	510	415	-18.6%
41970.230	Retirement	13,361	13,820	13,642	14,226	14,542	2.2%
41970.250	Unemployment Insurance	103	252	113	125	113	-9.6%
41970.310	Board Member Fees	3,300	3,600	3,350	3,600	3,600	0.0%
41970.320	Legal Services	5,862	12,000	1,914	12,000	12,000	0.0%
41970.330	Other Professional Services	10,174	6,000	0	6,000	6,000	0.0%
41970.340	Computer Expenses	2,941	4,000	2,875	0	0	0.0%
41970.500	Training, Conferences, Dues	1,510	3,500	1,833	3,500	3,000	-14.3%
41970.521	Liability & Property Ins.	2,592	3,124	3,500	2,822	3,042	7.8%
41970.522	Public Officials Liability Ins.	6,039	6,386	6,265	6,172	5,727	-7.2%
41970.530	Communications	1,907	2,500	817	2,500	1,500	-40.0%
41970.535	Telephone Services	1,758	1,644	1,556	1,644	1,644	0.0%
41970.536	Postage	459	600	623	600	700	16.7%
41970.550	Printing and Advertising	3,099	3,000	2,227	3,000	3,000	0.0%
41970.575	Recording Fees	150	0	0	0	0	0.0%
41970.580	Travel	2,400	2,400	2,879	2,400	2,400	0.0%
41970.610	Supplies	1,952	2,000	1,460	2,000	2,000	0.0%
41970.700	Bike Walk Committee	0	0	0	0	5,000	100.0%
41970.891	Capital Outlay	1,451	1,500	0	0	0	0.0%
	TOTAL	233,331	251,212	221,635	253,271	253,684	0.2%

STREET DEPARTMENT BUDGET

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Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
43110.110	Salaries - Regular	151,216	156,245	153,903	162,824	173,146	6.3%
43110.130	Salaries - Overtime	11,919	16,300	16,398	16,300	17,278	6.0%
43110.140	Salaries - Part-time	20,058	17,000	22,973	23,304	23,573	1.2%
43110.210	Health Insurance & Other Benefits	51,946	65,445	51,752	71,587	72,154	0.8%
43110.220	Social Security	13,846	14,956	14,967	15,577	16,448	5.6%
43110.226	Workers Compensation Insurance	13,464	12,654	12,451	14,677	13,985	-4.7%
43110.230	Retirement	15,453	15,625	15,891	16,282	17,315	6.3%
43110.250	Unemployment Insurance	494	631	240	631	300	-52.5%
43110.410	Water and Sewer Charges	1,647	1,517	2,325	1,700	2,100	23.5%
43110.432	Vehicle Maintenance	17,704	22,000	37,213	22,000	25,000	13.6%
43110.434	Maintenance - Buildings/Grounds	4,698	2,500	4,650	3,500	5,000	42.9%
43110.441	ROW Leases	10,325	11,343	10,163	11,764	12,472	6.0%
43110.442	Equipment Rentals	5,081	8,000	12,046	9,000	8,000	-11.1%
43110.443	Radio Maintenance	0	200	747	200	500	150.0%
43110.500	Training, Conferences, Dues	499	500	211	500	500	0.0%
43110.521	Liability & Property Ins.	14,448	16,878	15,818	15,343	12,288	-19.9%
43110.535	Telephone Services	3,230	3,000	3,244	3,500	3,500	0.0%
43110.565	Rubbish Removal	6,694	6,500	8,131	7,000	8,000	14.3%
43110.570	Maintenance - Other	1,161	1,200	2,206	2,000	2,000	0.0%
43110.572	Interview Costs	435	500	189	500	500	0.0%
43110.573	Accident Claims	1,149	500	1,000	1,000	1,000	0.0%
43110.576	Engineering Services	33,402	10,000	18,841	10,000	10,000	0.0%
43110.582	Traffic Calming	0	500	150	500	500	0.0%
43110.610	Supplies	28,448	17,500	28,866	20,000	22,000	10.0%
43110.612	Uniforms, Boots, Etc.	5,481	6,000	5,290	6,000	6,000	0.0%
43110.616	Gravel & Topsoil	8,279	5,000	3,027	7,000	6,000	-14.3%
43110.617	Signs and Posts	10,542	3,500	1,107	4,000	3,000	-25.0%
43110.622	Electrical Service	3,167	4,200	3,478	4,000	4,000	0.0%
43110.623	Heating	2,830	4,000	3,185	4,400	4,000	-9.1%
43110.626	Gas, Grease and Oil	18,707	30,000	26,243	32,000	30,000	-6.3%
43110.891	Capital Outlay	7,747	9,000	0	6,000	6,000	0.0%
43120.444	Street Marking	8,177	7,000	6,852	8,000	9,000	12.5%
43120.570	Sidewalk and Curb Maintenance	4,661	5,000	1,296	5,000	5,000	0.0%
43120.610	Pavement Maintenance	31,275	218,000	166,758	225,000	225,000	0.0%
43123.570	Traffic Light Maintenance	3,786	2,000	2,100	3,000	3,500	16.7%
43123.622	Traffic Lights (electrical)	7,553	6,000	5,313	7,900	6,200	-21.5%
43125.570	Contractual Services	6,838	17,000	21,077	20,000	20,000	0.0%
43125.610	Winter Maintenance	78,688	110,000	113,674	115,000	118,000	2.6%
43151.110	Stormwater Salaries	41,201	40,766	40,901	41,616	44,011	5.8%
43151.210	Stormwater Health and Other Ins	7,829	9,374	7,766	10,254	10,305	0.5%
43151.220	Stormwater Social Security	3,151	3,119	3,132	3,184	3,390	6.5%
43151.226	Stormwater Workers Comp	2,017	1,940	2,023	2,164	2,220	2.6%
43151.230	Stormwater Retirement	4,002	4,077	3,916	4,162	4,401	5.7%
43151.250	Stormwater Unemployment	36	76	32	80	40	-50.0%
43151.430	Storm Sewer Maintenance	18,427	15,000	8,500	30,000	30,000	0.0%
43160.610	Street Lights Supplies/Maint.	7,590	3,500	15,164	7,500	12,000	60.0%
43160.622	Street Lights (rental/electrical)	121,095	131,948	119,627	122,000	122,000	0.0%
43161.000	Streetscape Maint./Imp.	13,596	16,000	11,049	16,000	16,000	0.0%
43161.001	Village Garden Spots	5,173	3,000	2,725	4,000	4,000	0.0%
43161.002	Memorial Park Maintenance	3,349	3,000	2,780	3,500	3,500	0.0%
TOTALS		832,516	1,059,993	1,011,390	1,121,449	1,145,126	2.1%

WATER FUND BUDGET

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Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
43200.110	Salaries - Regular	97,962	105,379	67,668	111,775	109,133	-2.4%
43200.130	Salaries - Overtime	11,074	14,000	9,819	14,000	14,000	0.0%
43200.140	Salaries - Part-time	4,157	5,166	2,626	5,293	5,427	2.5%
43200.210	Health Insurance & Other Benefits	37,098	40,682	25,660	44,500	45,212	1.6%
43200.220	Social Security	8,389	9,658	6,126	10,091	9,965	-1.2%
43200.226	Workers Compensation Insurance	5,659	5,528	5,437	6,624	6,716	1.4%
43200.230	Retirement	9,774	10,538	6,707	11,178	10,913	-2.4%
43200.250	Unemployment Insurance	325	353	87	353	200	-43.3%
43200.330	Other Professional Services	64	1,000	1,590	1,000	1,000	0.0%
43200.335	Audit Services	4,094	4,217	3,433	3,623	3,680	1.6%
43200.340	Computer Expenses	1,201	2,100	1,105	1,500	1,000	-33.3%
43200.410	Water & Sewer Charges	89	400	92	200	200	0.0%
43200.430	Water Lines Maintenance - Breaks	5,306	16,000	22,737	16,000	16,000	0.0%
43200.441	ROW Leases	92	142	8	142	142	0.0%
43200.491	Contractual Services	108,760	113,888	113,888	106,531	104,158	-2.2%
43200.500	Training, Conferences, Dues	1,642	2,000	1,468	2,000	2,500	25.0%
43200.521	Liability & Property Ins.	3,035	3,347	3,619	3,011	2,271	-24.6%
43200.535	Telephone Services	991	1,000	1,489	1,000	1,500	50.0%
43200.536	Postage	1,615	2,000	1,636	2,000	2,000	0.0%
43200.550	Printing and Advertising	1,604	2,000	2,003	2,000	2,608	30.4%
43200.570	Maintenance - Other	2,165	1,000	3,541	2,000	2,500	25.0%
43200.572	Interview Costs	117	0	2,649	0	0	0.0%
43200.610	Supplies	7,676	5,500	5,172	6,000	6,000	0.0%
43200.612	Uniforms, Boots, Etc.	941	1,500	806	1,500	1,500	0.0%
43200.613	Meters and Parts	899	0	303	1,000	500	-50.0%
43200.614	Distribution Materials	18,891	6,500	23,751	7,000	7,000	0.0%
43200.622	Electricity	713	700	711	750	750	0.0%
43200.623	Heating	1,561	3,000	2,402	3,000	3,000	0.0%
43200.626	Gas, Grease and Oil	5,406	3,500	1,143	4,000	3,000	-25.0%
43200.742	Capital Reserve Fund Contribution	130,000	140,000	140,000	160,000	210,000	31.3%
43200.805	Interest Expense	0	0	334	0	300	100.0%
43200.891	Capital Outlay	8,478	0	3,447	6,000	6,000	0.0%
43200.892	Transfer to Town for Benefits			11,180	0	0	0.0%
SUB TOTALS		479,778	501,098	472,637	534,071	579,175	8%
43200.412	State Water Tax	12,137	11,352	12,436	12,662	13,628	8%
43200.411	CWD Water Purchase	480,401	460,300	461,487	493,810	515,807	4%
SUBTOTAL VILLAGE EXPENSE		972,316	972,750	946,560	1,040,543	1,108,610	7%
43210.412	State Water Tax - GF	63,375	68,255	62,540	63,875	70,985	11%
745.043	CWD Water Purchase - GF	2,508,409	2,767,603	2,549,112	2,681,600	2,686,765	0%
TOTALS		3,544,101	3,808,608	3,558,212	3,786,018	3,866,360	2.1%

WATER FUND REVENUES

02/06/18  
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Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
34403.000 Misc - Unclassified Revenue	9993	0	1,356	0	0	
34801.000 Sale of Water Residential	857,978	846,258	901,046	930,063	993,251	6.8%
34900.000 Sale of Water - GF	2,508,409	2,767,603	2,505,612	2,681,600	2,686,765	0.2%
34902.000 Sale of Water - GF VT Tax	63,375	68,255	61,472	63,875	70,985	11.1%
34812.000 Sale of Water - Large User	119,480	107,492	76,261	91,480	96,359	5.3%
34811.000 Penalties	4,468	4,000	4,769	4,000	4,000	0.0%
34403.000 Hook on Fees	15,150	15,000	14,450	15,000	15,000	0.0%
34402.000 Interest on Investments	0	0	20	0	0	0.0%
<b>TOTALS</b>	<b>3,578,853</b>	<b>3,808,608</b>	<b>3,564,986</b>	<b>3,786,018</b>	<b>3,866,360</b>	<b>2%</b>

SANITATION BUDGET

02/06/18  
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Acct. #	Account	FYE16	FYE17	FYE17	FYE18	FYE19	% Change 19 vs 18
		Actual	Budget	Actual	Budget	Proposed Budget	
43200.110	Salaries - Regular	74,303	82,591	84,804	86,641	91,459	6%
43200.130	Salaries - Overtime	8,792	12,000	13,772	12,000	14,185	18%
43200.140	Salaries - Part-time	3,896	5,166	2,626	5,293	5,427	3%
43200.210	Health Insurance & Other Benefits	32,096	40,682	36,824	44,500	40,567	-9%
43200.220	Social Security	6,495	7,690	7,703	8,013	8,671	8%
43200.226	Workers Compensation Insurance	4,570	4,581	5,138	5,208	5,282	1%
43200.230	Retirement	7,102	8,259	8,205	8,664	9,146	6%
43200.250	Unemployment Insurance	191	328	127	328	200	-39%
43200.330	Other Professional Services	0	1,000	366	1,000	1,000	0%
43200.335	Audit Services	2,047	2,108	1,716	1,812	1,840	2%
43200.340	Computer Expenses	2,402	1,000	2,210	2,500	1,300	-48%
43200.410	Water & Sewer Charge	283	500	281	500	500	0%
43200.430	Sanitation Lines Maintenance	14,795	6,000	972	6,500	6,000	-8%
43200.434	Pump Station Maintenance	17,955	8,000	9,642	10,000	12,000	20%
43200.436	Sanitation Line Backup Cleaning	0	1,500	0	2,000	1,000	-50%
43200.441	Right-of-Way Agreements	1,472	1,058	1,563	1,098	1,140	4%
43200.491	Contractual Services	139,888	144,188	144,188	136,831	135,883	-1%
43200.500	Training, Conferences, Dues	95	150	0	200	200	0%
43200.521	Liability & Property Ins.	6,332	8,183	7,713	5,812	6,225	7%
43200.536	Postage	3,252	3,500	3,268	3,500	3,500	0%
43200.550	Printing and Advertising	596	500	1,213	550	1,000	82%
43200.570	Maintenance - Other	1,070	1,500	14,557	1,500	2,500	67%
43200.572	Interview Costs	1,044	0	0	0	0	0%
43200.610	Supplies	3,674	1,000	355	1,000	1,000	0%
43200.612	Uniforms, Boots, Etc.	1,136	1,500	1,601	1,500	1,500	0%
43200.613	Meters and Parts	0	0	0	0	0	0%
43200.622	Electrical Service	9,396	11,000	10,001	12,000	12,000	0%
43200.623	Heating/Natural Gas	1,154	1,700	1,851	1,300	1,900	46%
43200.626	Gas, Grease and Oil	1,703	2,500	1,681	2,500	2,500	0%
43200.742	Contribution to Sanitation Cap Rese	95,000	95,000	215,167	95,000	95,000	0%
43200.891	Capital Outlay	4,222	0	5,133	0	5,000	0%
43220.001	Susie Wilson Pump Station Costs	7,050	9,000	7,745	9,000	10,000	11%
43220.002	West St. Pump Station Costs	13,602	10,000	12,166	11,000	12,000	9%
43200.892	Transfer to Town for Benefits	0	0	11,180	0	0	0%
	TOTALS	465,611	472,184	613,768	477,750	489,925	2.5%



SANITATION FUND REVENUES

02/06/18  
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Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
500.000 Annual Customer Charge	540,524	552,556	565,633	552,556	586,985	6%
500.001 Penalties	2,510	2,500	2,686	2,500	2,500	0%
432.040 Miscellaneous	162,090	30,000	154,887	30,000	30,000	0%
440.000 Interest on Investments	0	0	842	0	500	0%
442.010 2 Party Agreement Revenue	15,000	15,000	15,000	15,000	15,000	0%
442.000 Essex Pump Station Fees	24,826	23,128	23,911	23,128	25,940	12%
<b>TOTALS</b>	<b>744,950</b>	<b>623,184</b>	<b>762,959</b>	<b>623,184</b>	<b>660,925</b>	<b>6.1%</b>

WWTF OPERATIONS & MAINTENANCE BUDGET

DRAFT

02/06/18

Wholesale Rate 2.9830 per 1000 gal Increase = 4.92% 10:34 AM

Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
43200.110	Salaries - Regular	309,914	333,046	330,279	340,008	343,376	1.0%
43200.130	Salaries - Overtime	42,135	48,000	43,928	48,000	45,000	-6.3%
43200.140	Salaries - Part-time	18,840	8,139	22,191	10,000	16,000	60.0%
43200.210	Health Insurance & Other Benefits	76,235	109,133	79,250	119,377	137,000	14.8%
43200.220	Social Security	26,949	30,142	28,616	30,613	31,095	1.6%
43200.226	Workers Compensation Insurance	16,100	17,400	17,141	20,215	20,534	1.6%
43200.230	Retirement	29,661	33,305	30,572	34,001	34,338	1.0%
43200.250	Unemployment Insurance	395	837	358	500	420	-16.0%
43200.320	Legal Services	165	1,000	0	1,000	2,000	100.0%
43200.330	Other Professional Services	3,025	6,000	986	4,000	4,000	0.0%
43200.335	Audit Services	4,806	4,950	4,030	4,253	4,320	1.6%
43200.410	Water & Sewer Charge	2,773	4,000	2,128	3,000	3,000	0.0%
43200.432	Vehicle Maintenance	1,343	3,500	1,914	3,000	3,000	0.0%
43200.491	Contractual Services	54,380	56,944	56,944	53,266	52,079	-2.2%
43200.500	Training, Conferences, Dues	4,880	6,500	5,464	6,500	6,500	0.0%
43200.521	Liability & Property Ins.	22,334	23,808	22,989	38,015	32,275	-15.1%
43200.535	Telephone Services	4,790	6,000	4,577	6,000	6,000	0.0%
43200.565	Grit Disposal	8,087	9,000	10,356	15,000	18,000	20.0%
43200.567	Sludge Processing	145,800	130,000	137,340	130,000	140,000	7.7%
43200.568	Sludge Management	141,407	150,000	127,963	150,000	150,000	0.0%
43200.569	WWTF Annual Permit Fee	9,900	7,500	9,900	9,900	9,900	0.0%
43200.570	Maintenance - Other	138,364	85,000	85,060	90,000	100,000	11.1%
43200.572	Interview Costs	0	0	523	0	0	0.0%
43200.577	Contract Laboratory Service	6,940	9,000	10,981	9,000	11,000	22.2%
43200.610	Supplies	9,607	10,000	8,256	10,000	10,000	0.0%
43200.612	Uniforms, Boots, Etc.	3,656	6,000	5,507	5,000	6,000	20.0%
43200.618	Supplies - Laboratory	14,883	13,000	16,198	15,000	18,000	20.0%
43200.619	Chemicals	213,634	195,000	284,508	210,000	230,000	9.5%
43200.622	Electrical Service	130,471	150,000	143,277	150,000	150,000	0.0%
43200.623	Heating	19,323	20,000	23,372	20,000	20,000	0.0%
43200.626	Gas, Grease and Oil	2,869	6,000	5,177	4,500	6,000	33.3%
43200.742	Contribution to WWTF Cap Reserve	280,000	300,000	300,000	320,000	340,000	6.3%
43200.891	Capital Outlay	0	0	0	0	0	0.0%
43200.892	Transfer to Town for Benefits	0	0	5,590	0	0	0.0%
TOTAL WWTF BUDGET		1,743,664	1,783,204	1,825,375	1,860,148	1,949,837	4.8%

WWTF OPERATION & MAINTENANCE REVENUES

02/06/18  
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Acct. #	FYE16	FYE17	FYE17	FYE18	FYE18	% Change 19 vs 18
	Actual	Budget	Actual	Budget	Proposed Budget	
34801.000 Village Wastewater Reveneus	761,379	699,161	712,188	665,168	715,917	8%
34900.000 Wastewater Charge - Essex	462,284	436,976	436,976	474,861	477,278	1%
34901.000 Wastewater Charge - Williston	599,293	611,766	611,766	672,417	715,917	6%
34402.000 Interest Income	0	0	3,684	0	0	0%
34403.000 Miscellaneous	314	0	23	0	0	0%
34903.005 Misc. Pump Station Fees	30,300	30,300	30,300	30,300	31,725	5%
34903.001 Shared Septage Revenues	13,572	5,000	6,178	9,511	9,000	-5%
34903.003 Shared Leachate Revenue	448	0	348	0	0	0%
<b>TOTAL WWTF REVENUE</b>	<b>1,867,590</b>	<b>1,783,203</b>	<b>1,801,463</b>	<b>1,852,257</b>	<b>1,949,837</b>	<b>5.3%</b>

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Breakdown of Village Revenues	FYE16	FYE17	FYE17	FYE18	FYE18	% Change 18 vs 17
	Actual	Budget	Actual	Budget	Proposed Budget	
34801.000 Village User Charge	729,799	681,161	689,249	642,168	694,917	8%
34811.000 Village Users Penalties	3,540	3,000	3,361	3,000	3,000	0%
34812.000 Village Septage Revenues	27,144	15,000	18,533	20,000	18,000	-10%
34813.000 Village Leachate Revenues	896	0	1,045	0	0	0%
<b>Total Village Revenues</b>	<b>761,379</b>	<b>699,161</b>	<b>712,188</b>	<b>665,168</b>	<b>715,917</b>	<b>8%</b>

RECREATION PROGRAMS FUND

226

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10:36 AM

Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
<b>ADMINISTRATION</b>							
45110.110	Salaries - Regular	0	0	0	32,718	44,887	37%
45110.140	Salaries - Part-time	0	0	0	15,121	6,870	-55%
45110.210	Health Insurance & Other Benefits	0	0	0	9,717	11,300	16%
45110.220	Social Security	0	0	0	3,660	3,959	8%
45110.226	Workers Compensation Insurance	0	0	0	30,006	33,837	13%
45110.230	Retirement	0	0	0	4,150	4,357	5%
45110.291	Health Improvement Programs	0	0	0	350	0	-100%
45110.330	Other Professional Services	0	0	0	4,667	4,600	-1%
45110.442	Equipment Rentals	0	0	0	2,000	2,000	0%
45110.500	Training, Conferences, Dues	0	0	0	10,387	12,240	18%
45110.530	Communications	0	0	0	1,680	5,280	214%
45110.535	Telephone Services	0	0	0	4,500	4,500	0%
45110.536	Postage	0	0	0	3,219	8,632	168%
45110.550	Printing and Advertising	0	0	0	15,400	15,000	-3%
	Total Administration	0	0	0	137,575	157,462	14%
<b>RECREATION PROGRAMS</b>							
45115.140	Salaries - Part-time	0	0	0	40,093	25,764	-36%
45115.220	Social Security	0	0	0	3,079	1,971	-36%
45115.330	Other Professional Services	0	0	0	86,206	87,658	2%
45115.410	Water & Sewer Charges	0	0	0	800	800	0%
45115.434	Maintenance - Buildings/Grounds	0	0	0	250	250	0%
45115.440	Rental	0	0	0	1,400	600	-57%
45115.442	Equipment Rentals	0	0	0	1,225	1,260	3%
45115.500	Training, Conferences, Dues	0	0	0	850	600	-29%
45115.536	Postage	0	0	0	79	79	0%
45115.550	Printing and Advertising	0	0	0	354	350	-1%
45115.580	Travel	0	0	0	1,508	0	-100%
45110.610	Supplies	0	0	0	24,795	23,600	-5%
45110.800	Student Special Programs	0	0	0	1,388	3,732	169%
	Total Recreation Programs	0	0	0	162,027	146,664	-9%
<b>AFTER SCHOOL CHILDCARE</b>							
45120.110	Salaries - Regular	0	0	0	172,966	228,381	32%
45120.140	Salaries - Part-time	0	0	0	149,687	153,094	2%
45120.210	Health Insurance & Other Benefits	0	0	0	64,490	76,143	18%
45120.220	Social Security	0	0	0	24,384	29,183	20%
45120.230	Retirement	0	0	0	19,973	24,785	24%
45120.291	Health Improvement Programs	0	0	0	1,750	0	-100%
45120.330	Other Professional Services	0	0	0	15,566	17,488	12%
45120.421	Truck Lease	0	0	0	23,845	24,005	1%
45120.500	Training, Conferences, Dues	0	0	0	13,835	16,600	20%
45120.580	Travel	0	0	0	30,259	28,845	-5%
45120.610	Supplies	0	0	0	28,061	27,930	0%
45120.626	Gas, Grease and Oil	0	0	0	1,750	1,750	0%
	Total After School Childcare	0	0	0	546,566	628,204	15%
<b>PRESCHOOL</b>							
45121.110	Salaries - Regular	0	0	0	163,013	174,471	7%
45121.140	Salaries - Part-time	0	0	0	41,438	31,385	-24%
45121.210	Health Insurance & Other Benefits	0	0	0	86,583	79,671	-8%
45121.220	Social Security	0	0	0	15,641	15,748	1%
45121.230	Retirement	0	0	0	16,300	17,447	7%
45121.291	Health Improvement Programs	0	0	0	1,400	0	-100%
45121.330	Other Professional Services	0	0	0	2,710	3,072	13%
45121.434	Maintenance - Buildings/Grounds	0	0	0	0	3,333	100%
45121.440	Rental	0	0	0	5,000	0	-100%
45121.500	Training, Conferences, Dues	0	0	0	11,998	12,560	5%
45121.530	Communications	0	0	0	0	2,448	100%
45121.580	Travel	0	0	0	960	1,728	80%
45121.610	Supplies	0	0	0	4,500	4,500	0%
	Total Preschool	0	0	0	349,543	346,363	-1%

## RECREATION PROGRAMS FUND

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Acct. #	Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18
	<b>SUMMER DAY CAMPS</b>						
45122.110	Salaries - Regular	0	0	0	35,535	43,104	21%
45122.140	Salaries - Part-time	0	0	0	160,235	166,966	4%
45122.220	Social Security	0	0	0	14,976	16,070	7%
45122.330	Other Professional Services	0	0	0	6,062	5,781	-5%
45122.580	Travel	0	0	0	25,170	28,153	12%
45122.610	Supplies	0	0	0	15,499	13,699	-12%
45122.626	Gas, Grease and Oil	0	0	0	0	150	100%
	Total Summer Day Camps	0	0	0	257,477	273,923	6%
	<b>POOL</b>						
45124.140	Salaries - Part-time	0	0	0	91,127	90,109	-1%
45124.220	Social Security	0	0	0	6,972	6,893	-1%
45124.330	Other Professional Services	0	0	0	9,110	7,290	-20%
45124.410	Water & Sewer Charges	0	0	0	1,799	1,988	11%
45124.434	Maintenance - Buildings/Grounds	0	0	0	16,496	19,683	19%
45124.610	Supplies	0	0	0	5,839	5,795	-1%
	Total Pool	0	0	0	131,343	131,758	0%
	<b>CONCESSIONS</b>						
45125.140	Salaries - Part-time	0	0	0	7,693	7,882	2%
45125.220	Social Security	0	0	0	589	603	2%
45125.500	Training, Conferences, Dues	0	0	0	140	140	0%
45125.610	Supplies	0	0	0	15,394	15,824	3%
	Total Concessions	0	0	0	23,816	24,449	3%
	<b>PARKS &amp; FACILITIES</b>						
45220.500	Training, Conferences, Dues	0	0	0	1,500	1,750	17%
45220.610	Supplies	0	0	0	0	1,175	100%
	Total Parks & Facilities	0	0	0	1,500	2,925	95%
	<b>TOTAL PROGRAMS</b>	0	0	0	1,609,847	1,711,748	6%

## RECREATION PROGRAMS FUND REVENUES

Account	FYE16 Actual	FYE17 Budget	FYE17 Actual	FYE18 Budget	FYE19 Proposed Budget	% Change 19 vs 18	
34720.000	Pool Day Admission	0	0	0	65,310	72,737	11%
34721.000	Pool Memberships	0	0	0	38,694	36,631	-5%
34722.000	Swim Lessons	0	0	0	43,804	46,803	7%
34725.000	Concession Sales	0	0	0	25,977	25,896	0%
34750.000	Facility and Field Rental	0	0	0	8,232	8,562	4%
34779.000	Youth Programs	0	0	0	140,528	153,677	9%
34780.000	Adult Programs	0	0	0	62,343	45,483	-27%
34781.000	Childcare Program	0	0	0	1,204,359	1,261,091	5%
34782.000	Shared Staffing Contract	0	0	0	11,925	51,181	329%
39505.000	Sponsorship	0	0	0	8,675	9,700	12%
	<b>TOTALS</b>	0	0	0	1,609,847	1,711,761	6%

**ROLLING STOCK FUND**

2/6/18

DEPT	VEHICLE	MAKE	YEAR	REPLACEMENT VALUE	TRADE IN VALUE	NET COST	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38
STREET	4WD PICK UP	CHEVY SILVERA	2016	33,148	15,000	18,148								29,548								41,432					
STREET	PICKUP	CHEVY SILVERA	2013	31,000	1,000	30,000						39,448											53,359				
STREET	DUMPTRUCK -DIESEL	FREIGHTLINER	2013	145,000	12,000	133,000							182,868													265,835	
STREET	DUMPTRUCK -DIESEL	FREIGHTLINER	2014	145,000	12,000	133,000										194,735											
STREET	DUMPTRUCK -DIESEL	INTERNATIONAL	2012	145,000	12,000	133,000						177,192															
STREET	JETTER VAC TRUCK	VAC-ON	2010	84,500	15,000	69,500		33,000																			
STREET	LOADER	JOHN DEERE	2001	121,500	25,000	96,500										148,230						124,666					
STREET	SIDEWALK PLOW	TRACKLESS	2015	118,500	18,000	100,500					132,112										172,158						
STREET	SKID STEER SIDEWALK PLOW	CAT	2001	51,000	5,000	46,000		52,401											74,456								
STREET	SIDEWALK PLOW	PRINOTH	2017	148,000	20,000	128,000	142,745								184,867								239,519				
STREET	ROLLER	ROSCOE	1979	15,000																							
STREET	PICKUP 4WD 1 TON	CHEVY SILVERA	2011	35,000	10,000	25,000		29,393								39,902											
STREET	4WD PICKUP	CHEVY SILVERA	2011	35,000	10,000	25,000		29,393								39,902											
STREET	COMPRESSOR	SULLAIR	2017	14,880	2,500	12,380	12,380																				26,867
STREET	DUMP TRUCK -DIESEL	FREIGHTLINER	2016	146,701	20,000	126,701											186,065										
STREET	VACUUM SWEEPER	JOHNSTON	2013	225,000	10,000	215,000								301,453										408,566			
STREET	TRAILER MOUNTED BOOM LIFT			31,800	5,000	26,800		30,164																			
FIRE	PICKUP 8U61	GMC	2004	53,600	3,500	50,100		56,827															90,488				
FIRE	XT1500 GMP PUMPER	PIERCE ARROW	2017	600,223	40,000	560,223	572,347																				1,803,599
FIRE	105' AERIAL 8L3	PIERCE ARROW	2012	830,000	80,000	750,000																2,017,369					
FIRE	COMBINATION RESCUE/PUMPER	KME PREDATOR	2008	564,202	50,000	392,202												1,122,935									
<b>TOTAL</b>				<b>3,574,054</b>			<b>727,472</b>	<b>231,177</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>132,112</b>	<b>216,640</b>	<b>212,416</b>	<b>486,319</b>	<b>422,769</b>	<b>186,065</b>	<b>1,122,935</b>	<b>74,456</b>	<b>172,158</b>	<b>124,666</b>	<b>41,432</b>	<b>2,400,734</b>	<b>0</b>	<b>408,566</b>	<b>265,835</b>	<b>1,830,466</b>

**Rolling Stock Fund Funding and Fund Balance**

Beginning Cash Balance	#####	134,722	92,669	292,693	503,617	725,441	826,052	883,036	954,244	761,549	642,404	769,964	(29,348)	229,820	401,286	630,245	952,436	#####	(691,050)	(705,992)	(568,203)	
Payment of Fire Truck Notes	(50,655)	(34,500)	(33,600)	(32,700)	(31,800)	(30,900)																
Planned Spending	#####	(231,177)	0	0	0	(132,112)	(216,640)	(212,416)	(486,319)	(422,769)	(186,065)	(1,122,935)	(74,456)	(172,158)	(124,666)	(41,432)	(2,400,734)	0	(408,566)	(265,835)	(1,830,466)	
Note for Fire Pumper 8E21 Replacement	150,000																					
General Fund Contribution	213,624	223,624	233,624	243,624	253,624	263,624	273,624	283,624	293,624	303,624	313,624	323,624	333,624	343,624	353,624	363,624	373,624	383,624	393,624	403,624	413,624	
Additional Half Penny on the tax rate to fund fire truck	0	0																				
Sale of Pumper	40,000																					
Town Contribution for Ladder Truck	0	0																				
<b>Ending Balance</b>		<b>134,722</b>	<b>92,669</b>	<b>292,693</b>	<b>503,617</b>	<b>725,441</b>	<b>826,052</b>	<b>883,036</b>	<b>954,244</b>	<b>761,549</b>	<b>642,404</b>	<b>769,964</b>	<b>(29,348)</b>	<b>229,820</b>	<b>401,286</b>	<b>630,245</b>	<b>952,436</b>	<b>(1,074,674)</b>	<b>(691,050)</b>	<b>(705,992)</b>	<b>(568,203)</b>	<b>(1,985,045)</b>

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

**GENERAL FUND CAPITAL RESERVE PLAN**

Updated 10:43 AM  
2/6/2018

PROJECTS FUNDED BY VILLAGE \$ ONLY	Rank	Rev. Ref. #	Project Total	Prior	FY17	FY18	FY19	FY20	FYE21	FYE22	FYE23	FYE24	FYE25	FYE26	Future
Railroad Ave. Waterline So. of Lincoln Pl. to Central Ave.	59	W	102,718	7,288			95,430								
Facilities Assessment							10,000								
Brownell Library Main Floor & Stairs Carpet Replacement	Done		41,647	29,628	12,019										
Hilicrest Sidewalk Imp from Pearl to Fleming School	Done		243,267		27,893	215,374									
Greenwood Ave. Drainage Course Improvements	56		55,743			55,743									
South St. Drainage	54		113,688			113,688									
West St. & West St. Ext. Intersection Improvements	54		100,616			100,616									
Lamoille Water Line Replacement	52	W	541,025				42,160	541,025							
Pearl Sidewalk West St. to Susie Wilson	51	W	0							84,356	1,071,602				
Central St. Waterline Lincoln St. to Main St.	50	W,S	0										1,203,774		
West St. Waterline - So. Summit to Hayden	48	W	0												618,273
River St. Sidewalks Park to Riverside	47		753,961												753,961
Algonquin Ave. Waterline Installation/Roadway Reconst.	46	W	219,721												219,721
Main St. Sidewalk & Lighting Bridge to Crestview	46		421,077												421,077
Lincoln Hall Parking Lot	45		65,291												65,291
Briar Lane Sidewalk not paid by Bond Paving	done		21,791		21,791										
<b>Totals Project Funded by Village \$ Only</b>				125,000	61,703	384,805	206,046	42,160	541,025	84,356	1,071,602	0	1,203,774	0	2,078,322

**PROJECTS FUNDED BY GRANTS**

Mansfield/Brickyard Stormwater Gravel Wetland Project		1	142,456		3,594	138,862									
Vtrans Grant CA0462			(142,456)												
<b>Cost to Village (match paid by Town)</b>			<b>0</b>												
Main St. Pedestrian Bridge		2	263,875			263,875									
Vtrans Structures Grant			(175,000)												
<b>Main St. Pedestrian Bridge Net Cost to Village</b>			<b>88,875</b>												
Crescent Connector Park St. to Main St.			4,590,000	805,973	192,257	1,795,885	1,795,885								
Fed & State Grants		3	(4,500,000)												
<b>Crescent Connector Net Cost to Village</b>			<b>90,000</b>												
Pearl St. Missing Link Project		4	2,372,000	122,820	630,599	1,618,581									
Federal & State Grants through CCRPC & Vtrans			(2,342,000)												
<b>Pearl St. Missing Link Net Cost to Village</b>			<b>30,000</b>												
<b>Totals Project Funded by Grants Awarded</b>					822,856	3,817,203	1,795,885	0	0	0	0	0	0	0	0
<b>Total Cost of all Projects Funded by Village \$ Only and Grants</b>					<b>884,559</b>	<b>4,202,008</b>	<b>2,001,931</b>	<b>42,160</b>	<b>541,025</b>	<b>84,356</b>	<b>1,071,602</b>	<b>0</b>	<b>1,203,774</b>	<b>0</b>	<b>2,078,322</b>

**GENERAL FUND CAPITAL RESERVE FUNDING & FUND BALANCE**

	Prior	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
<b>Beginning Fund Balance</b>			268,201	171,039	301,816	616,239	457,414	782,799	150,543	621,715	(76,674)	465,490
<b>Planned Spending</b>		(884,559)	(4,202,008)	(2,001,931)	(42,160)	(541,025)	(84,356)	(1,071,602)	0	(1,203,774)	0	(2,078,322)
<b>Funding Sources</b>												
Vtrans Grant CA0462 Mansfield/Brickyard Gravel Wetlands			142,456									
Vtrans Structures Grant-Main St. Ped Bridge			175,000									
Crescent Connector Grant			4,522,795	824,306	98,573	1,799,958						
Pearl St. Missing Link Grants			2,342,000	115,338	645,812	1,580,850						
CVE Annual Contribution			75,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Transfer in of Fund Balance												
General Fund Transfer In			274,960	295,582	317,751	341,582	367,201	394,741	424,346	456,172	490,385	527,164
<b>Total Revenues</b>			4,104,846	2,132,709	356,582	382,201	409,741	439,346	471,172	505,385	542,164	581,701
<b>Ending Fund Balance</b>			<b>171,039</b>	<b>301,816</b>	<b>616,239</b>	<b>457,414</b>	<b>782,799</b>	<b>150,543</b>	<b>621,715</b>	<b>(76,674)</b>	<b>465,490</b>	<b>(1,031,131)</b>

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

2/6/18  
10:34 AM

**Water Fund Capital Reserve Plan**

PROJECT or Equipment	Prior	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Factor Truck (partial share)			5,500							
Railroad Ave. Waterline Lincoln Place to Central Ave.	6,921		107,685							
Water meter upgrades to Radio Reads	131,417	28,721	28,721	28,721						
Water/Sewer Billing Conversion to NEMRC		2,000								
Lamoille St. Water Line Replacement				20,476	262,797					
Pearl St. Sidewalk West to Susie Wilson (Wtr portion)						10,440				
Backhoe Replacement							114,333			
Water Pickup Truck							41,527			
Pearl St. Water Line Rehabilitation-235 Pearl to Susie Wilson								447,245		
Central St. Waterline Lincoln St. to Main St.										885,745
West St. Waterline South Summit to Hayden										94,794
Algonquin complete loop between Cherokee & Iroquois										40,172
Bond Payment		46,190	45,757	45,213	44,557	43,808	42,978	42,083	41,144	
<b>Subtotal</b>		<b>76,911</b>	<b>187,663</b>	<b>94,409</b>	<b>307,354</b>	<b>54,248</b>	<b>198,838</b>	<b>489,328</b>	<b>642,806</b>	<b>1,020,710</b>

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

<b>Beginning Fund Balance</b>		(53,847)	29,242	51,579	217,170	219,815	525,568	736,730	707,402	574,596
Planned Spending		(76,911)	(187,663)	(94,409)	(307,354)	(54,248)	(198,838)	(489,328)	(642,806)	(1,020,710)
Transfer in From Water. Operating Budget		160,000	210,000	260,000	310,000	360,000	410,000	460,000	510,000	560,000
<b>Projected Ending Fund Balance</b>		<b>29,242</b>	<b>51,579</b>	<b>217,170</b>	<b>219,815</b>	<b>525,568</b>	<b>736,730</b>	<b>707,402</b>	<b>574,596</b>	<b>113,886</b>



**Sanitation Fund Capital Reserve Plan**

Project or Equipment	Prior	FY17	FY18	FY19	FY20	FY21	Future
Vector Truck Partial Share (Place Holder)				66,000			
Water Meter upgrades to radio reads	165,598	16,034	57,442	57,442	57,442		
Water/Sewer Billing Conversion to NEMRC		2,000	3,000				
Manhole Rehab/Sliplining			40,000		40,000		
River Street PS Control Panel, anodes	2,850						
School St.Rd Reconst. Waterline, Sanitary Sewer	102,637						
South Street PS Replace pump #1, 2 and valves, vent, anodes			2,500	40,000			
Trailer Pump			30,000				
Central St. Water Line Lincoln to Main St.							10,466
HS Pump Station Upgrade Bond Payment	207,439	73,200	73,200	73,200	73,200	73,200	
ARRA Stimulus Loan Repayment		14,880	14,880	14,880	14,880	14,880	
Capital reserve annual expense		106,114	221,022	251,522	185,522	88,080	10,466

**Sanitation Capital Reserve Funding and Fund Balance**

Beginning Fund Balance		710,911	584,889	428,367	337,845	344,765
Planned Spending		(221,022)	(251,522)	(185,522)	(88,080)	(10,466)
Transfer in From Sanit. Operating Budget		95,000	95,000	95,000	95,000	95,000
Projected Ending Fund Balance		584,889	428,367	337,845	344,765	429,299

**WWTF Capital Reserve Plan**

Project or Equipment	FYE15	FYE16	FYE17	FYE18	FYE19	FYE20
Server and SCADA software/network upgrades	15,072	12,937				
Co-Gen (Closed)	329,405	1,888				
Gas Compressor			11,239			
Automatic Samplers			22,220			
Front End Loader				60,000		
Vactor Truck Replacement					5,500	
Digester Cleaning			0	75,000		
Capital Planning - 20 Year			0	30,000		
Return Activated Sludge (RAS) Pump			11,767			
Headworks Screen			3,070	196,930		
Alkalinity Control Installation			1,330	93,670		
Universal Ordinance						
ARRA Stimulus Loan Payback	2,457	2,457	2,456	2,457	2,457	2,457
<b>Capital reserve annual expense</b>		<b>17,282</b>	<b>52,082</b>	<b>458,057</b>	<b>7,957</b>	<b>2,457</b>

**WWTF Capital Reserve Funding and Fund Balance**

Beginning Fund Balance		207,108	470,746	721,831	583,774	915,817
Planned Spending		(17,282)	(52,082)	(458,057)	(7,957)	(2,457)
Interest			2,041			
Transfer in From WWTF Operating Budget		280,000	300,000	320,000	340,000	360,000
Sale of asset			1,126			
<b>Projected Ending Fund Balance</b>		<b>469,826</b>	<b>721,831</b>	<b>583,774</b>	<b>915,817</b>	<b>1,273,360</b>

**Parks & Rec Cap Reserve**

<b>PROJECT or Equipment</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>
Truck/Tractor Lease	13,525				
New Sign Lease	6,540				
Landscaping	5,500	5,500			
Maintenance Garage/Camp Addition	84,087				
Resurfacing		7,040			
Lighting & Technology		7,500			
Fencing		4,000			
Field Maintenance		5,500			
Park Amenities		11,160			
Building & Facilities		70,000			
<b>Subtotal</b>	<b>109,652</b>	<b>110,700</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

<b>Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Planned Spending	(109,652)	(110,700)			
Bond Reimbursement					
Transfer in From General Fund	109,652	110,700			
<b>Projected Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



*The economic engine of Vermont.*

TO: Village Trustees and Pat Scheidel, Village Manager  
FROM: Raj Chawla, Chair of the Bike/Walk Advisory Committee  
Darby Mayville, Community Relations/Economic Development Assistant *DM*  
DATE: February 13, 2018  
RE: Bike Repair Station in Village Right of Way

**Issue**

The issue is whether or not the Village should purchase a Dero Fixit Bicycle Repair tower and install it in the Village right of way on Main Street.

**Discussion**

The Bike/Walk Advisory Committee would like to purchase a Dero Fixit Bicycle Repair tower and install it in the Village right of way near the intersection of Railroad Avenue and Main Street. An image of the approximate location with the bike repair station is included with this memo. This repair station would allow cyclists visiting our Village Center a free resource to make bike adjustments or add air to their tires. We hope that this station will encourage bicyclists to visit the Village, as well as residents to consider biking to local destinations.

Public Works Superintendent Rick Jones has been consulted on the location of the repair station, and has indicated that Public Works staff would be able to install it.

Jake Tran, the owner of Nest Café, has indicated an interest in sponsoring this project. As a result, the logos for the Nest Cafe and the Village of Essex Junction will be printed on the repair station.

**Cost**

The total cost of the repair station is \$1,300. Of this amount, \$500 will be from Go! Vermont grant funds. \$500 will be from the previously allocated match from the Village for this grant. \$300 will be contributed by the Nest Café.

**Recommendation**

It is recommended that the Trustees authorize staff to purchase a Dero Fixit Bicycle Repair Tower and install it in the Village right of way on the corner of Main Street and Railroad Avenue.





## MEMORANDUM

TO: Essex Junction Trustees and Pat Scheidel, Village Manager  
FROM: James Jutras, Water Quality Superintendent  
cc: Lauren Morrissette Assistant Manager/Finance Director  
DATE: February 6, 2018  
SUBJECT: Alkalinity Improvements Project

A handwritten signature in blue ink, which appears to read "James Jutras", is positioned to the right of the memorandum header.

**Issue:** Whether or not the Wastewater Treatment facility staff act as general contractor for the Alkalinity Improvement capital project.

**Discussion:** The Village Wastewater facility has a small capital improvement project for the installation of an alkalinity addition system to aid in process control. These improvements were deemed not needed during the facility capital maintenance project that was completed in 2014. Operational history since 2014 changed that determination.

Currently we are using one of two Sodium Aluminate tanks for this chemical addition. This is a safe temporary action but not advised long term. We regularly review and sign a legal waiver of liability with one of our chemical suppliers due to this shared arrangement due to their concerns. Staff monitors and is directly involved in all bulk chemical deliveries to ensure safety of the operation.

In the general term of a Capital project, the estimated project cost of \$95,000 is relatively small. The project Engineer is concerned that there will be no response to a public bid. Please see the attached memo from Wayne Elliott dated February 19, 2018. His recommendation is to consider management of this project in house. Staff has the experience to manage this project and has demonstrated so with prior installations at the facility including headworks screen installations, aeration main header replacement as well as other site construction projects.

**Costs:** The total cost of the project is not anticipated to change at \$95,000. There will be savings in overhead, mobilization costs as well as other bid specification and other contract related expenses. There will be additional demands on staff to coordinate construction contractors and price solicitation in accordance with the Village Purchasing Policy.

**Recommendation:** It is recommended that the Village Trustees allow wastewater facility staff to act as the general contractor in coordinating the installation of the Alkalinity Improvements project.

## MEMORANDUM

**DATE:** January 19, 2018

**TO:** Jim Jutras, Village of Essex Jct

**FROM:** Wayne Elliott, PE

**RE:** Water Resource Recovery Facility  
Alkalinity Improvements  
Bid/Construction Phase Approach  
A+E Project No. 17048

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We have been assisting the staff with the design of the alkalinity improvements and were asked to provide guidance on the bid/construction of these improvements. The majority of this work will be performed in the existing Chemical Feed Building and the improvements include the following work:

- Demolition and removal of existing chemical tank, feed pump, piping, etc.
- Addition of a concrete wall for containment
- New 4,925 gallon sodium hydroxide storage tank and piping
- New chemical feed pumps and piping
- New chemical sleeves and feed lines at the aeration tanks
- Electrical and controls modifications

The estimated cost for these improvements is \$95,000, and the Village plans to fund this work out of their capital budget. There are typically two ways to bid and construct these types of improvements:

1. Advertise to General Contractors that can manage and self-perform some of the work
2. Village staff manages the project and self performs some of the work

For this type of small project which has multiple trades involved (concrete, piping, electrical, controls), it is very difficult to find general contractors that are interested in bidding or will submit a competitive price. There are very few local general contractors that have this expertise and are interested in performing this type of work at a wastewater treatment facility.

The second approach for bid and construction is to have the Village staff manage the project in-house and self-perform some of the work. Even though the Village WRRF has limited staff resources available, the staff have the expertise to manage and perform some of the work in-house for this type of small project. Staff can complete the demolition, and install the storage

tank, feed pump, piping, etc. The equipment and materials (storage tank, chemical pumps, etc.) can be ordered and purchased by the Village, saving the normal contractor mark-up of 8 to 10%. Also, the Village staff have working relationships with several local subcontractors (electrical, controls, etc.) who are familiar with the Essex Jct facility. The staff can coordinate and schedule these trades as needed.

Since this is a small project and it will be difficult to find interested general contractors, our recommendation is to have the staff manage the project and self-perform some the work. This is the best approach to get the improvements completed in a timely and cost effective manner.

Let us know if you have any further questions.





## MEMORANDUM

TO: Essex Junction Trustees and Pat Scheidel, Village Manager  
FROM: James Jutras, Water Quality Superintendent  
cc: Lauren Morrisseau Assistant Manager/Finance Director  
DATE: February 5, 2018  
SUBJECT: Protein Matrix Pilot Testing Proposal

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

**Issue:** Whether or not to host a pilot project for anaerobic digestion of Fats Oils and Grease (FOG) at the wastewater treatment facility.

**Discussion:** The Essex Jct wastewater facility was recently contacted by Weston & Sampson Engineering out of Waterbury, VT and asked to participate in a pilot study for a new grease management tool. The product called PM4 - Protein Matrix has been demonstrated to break down Fats, Oil and Grease or "FOG" into a soluble material that does not re-congeal. Due to the long term operation of our digester, the data management that we maintain, and the combined heat and power system installed, Essex Jct was identified as an optimal site for such a pilot demonstration.

The request to Essex Jct is to be a host site for a demonstration project in a controlled anaerobic digester to determine the beneficial impact of the product application on the digestion process and Methane Gas production. The Protein Matrix product is expected to solubilize grease and make it readily available for anaerobic digestion without adverse impact to the process. With confirmation by the pilot, this could be a big benefit to Essex Junction operations and our maintenance at the wastewater facility and in the sanitary sewage collection system.

Fog Management is a tough issue. You may recall that last time I met with you I mentioned the London Fatberg. Grease clogs are an ongoing maintenance issue in all sewers. Grease is generated from restaurants and homes. Some of the tougher problems we have are in areas that are completely residential. If grease is not removed regularly, service lines can back up into restaurants, into homes or result in untreated sewage releases to the environment. For this reason, Public Works regularly flushed more problematic areas and prevents these events from occurring.

Enforcement of grease trap ordinances is a time consuming task. Improper digestion of FOG that comes into the facility by collection system or grease trap management can result in Essex Jct sized Fatberg's like the one shown in the attached picture from our own digester cleaning. The buried lines that feed our digester are subject to grease accumulation that requires periodic cleaning.

**Costs:** There are no direct costs anticipated for this pilot project. Indirect costs will be staff time, power and heat as well as some ancillary costs for equipment.

**Recommendation:** It is recommended that the Village Trustees allow the wastewater facility to proceed with the Protein Matrix pilot project.



In September, Thames Water (London, U.K.) discovered a 250-m-long (820-ft-long) 'fatberg' made up of fat, oil, and grease and unflushable objects. The fatberg blocked a Victorian-era sewer pipe under London's Whitechapel district. After about a month of around-the-clock work, the fatberg was converted into 10,000 L (2641 gal) of clean biodiesel fuel. Thames Water

## Massive Thames Water 'fatberg' processed into clean energy



Because many of London's sewer pipes are more than a century old, customers' habits of flushing items that the sewer is not equipped to handle lead to costly blockages that are extremely problematic for Thames Water (London, U.K.). The water utility has prioritized customer outreach to encourage customers to bin wipes, diapers, and hygienic products rather than flushing them. Thames Water

► In early September, Thames Water (London, U.K.) made global headlines with their discovery of a "fatberg" large enough to clog the Victorian-era sewer pipe beneath the Whitechapel neighborhood.

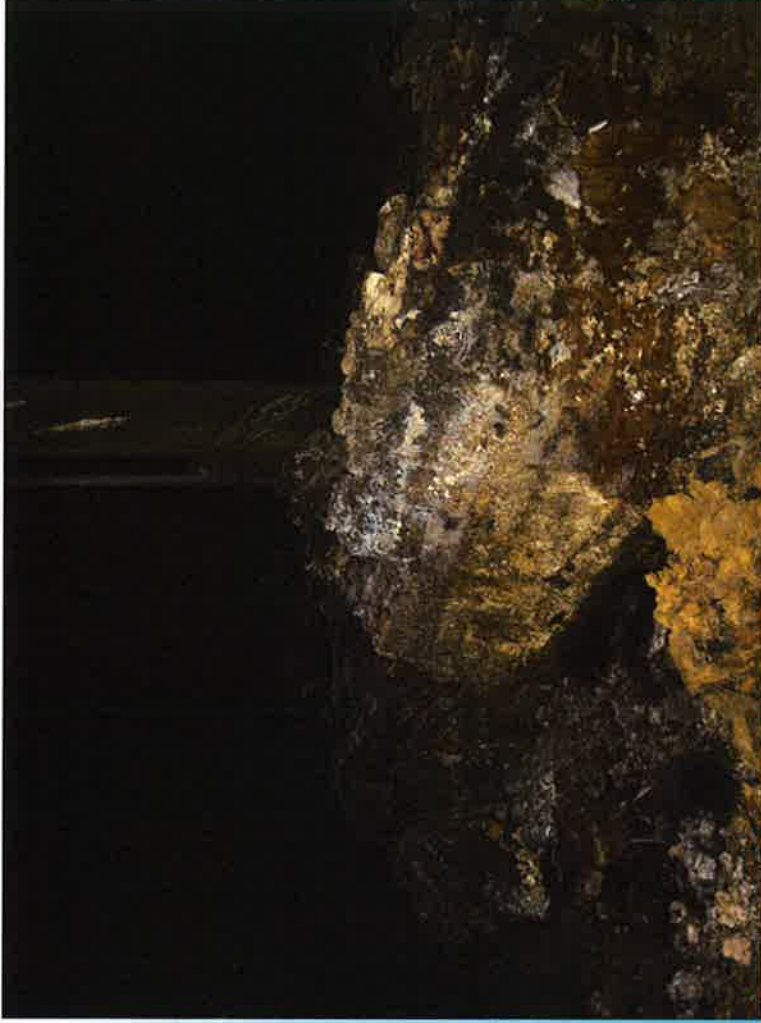
The fatberg – a congealed mass of fat, oil, grease; non-dispersible wipes; diapers; sanitary products; and other pipe-blockers flushed down toilets or washed down sinks – measured about 250-m (820-ft) long, and weighed more than 130 Mg (143 tons). The blocked sewer pipe measures 1200-mm (47-in.) high and 700-mm (27-in.) wide.

Breaking down and removing the fatberg required an eight-man crew equipped with high-powered jet hoses to work around the clock for longer than a month. They sprayed apart 20 to 30 Mg (22 to 33 tons) per day. Once the mass was broken down, tanker trucks sucked away remnants and transported them to a specialized recycling site.

Thames Water partnered with Argent Energy (Newarthill, Scotland, U.K.) to convert the mostly liquid remains of the fatberg into about 10,000 L (2641 gal) of eco-friendly biodiesel fuel.

"It may be a monster, but the Whitechapel fatberg deserves a second chance," said Thames Water waste network manager Alex Saunders. "We've therefore teamed up with leading waste-to-power firm Argent Energy to transform what was once an evil, gut-wrenching, rancid blob into pure, green fuel."

Thames Water reports that it spends about £1 million each month clearing blockages from sewers in and around London. They address an average of three fat-related blockages and 4.8 blockages caused by other items each hour, according to a release.



FATBERG DEFINED



## MEMORANDUM

TO: Essex Junction Trustees and Pat Scheidel, Municipal Manager  
FROM: James Jutras, Water Quality Superintendent  
cc: Lauren Morrisseau, Finance Director  
DATE: February 5, 2018  
SUBJECT: Dechlorination Monitor Purchasing Policy Waiver

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

**Issue:** Whether to allow the Wastewater facility to bypass bidding processes and purchase a select analytical unit for monitoring dechlorination operations at the facility

**Discussion:** Since completion of facility improvements in 2014, one of the highest cost to operate pieces of equipment is our dechlorination monitoring and control unit. This unit (Hach CL 17) is duplicate to the one used for monitoring and controlling chlorine disinfection operations. However, in the dechlorination application, it is constantly measuring at the lowest end of its instrument resolution which allows for excursions in readings, resulting in unnecessary increased chemical application. We have optimized chemical application at the expense of much labor and replacement parts yet we still over apply 30 – 50% surplus chemical to ensure compliance (Minimum \$13.00 per day in excess chemical use).

Staff has evaluated other dechlorination monitoring options in cooperation with the facility Engineer, Aldrich + Elliott. Most analyzers reviewed use the similar technology to the Hach CL 17 in monitoring low levels of chlorine and apply dechlorination chemical in proportion to the residual chlorine measured. ChemScan unit from ASA analytical is an alternate unit that directly measures the amount of residual dechlorination chemical, not the proxy chlorine as we currently measure. The only other option found uses a gasification process to determine residual chemical. Upon review it was not found to have the resolution that we feel necessary for our application.

**Costs:** \$15,000 +/- to purchase. The facility proposes to utilize a no cost performance based trial to make sure that the application performs as specified. Only then would the unit be purchased. Minimum savings \$13.00 per day plus several hours per week in maintenance and avoided call in response. Return on this investment will be less than three years with savings into the future as well as anticipated compliance benefits. Additional savings are in using the spare parts from the Hach CL 17 as back up to our chlorination monitoring installation which is performing well. Expense would be from the Alkalinity Control Project as there are several instrumentation and control improvements required in that project in the same area of the facility.

**Recommendation:** It is recommended that waive the purchasing policy bid provision and allow the wastewater facility staff to proceed with direct purchase of the ChemScan mini sulfite monitoring unit.

District 5  
Certcode 0406-1

**CERTIFICATE OF HIGHWAY MILEAGE  
YEAR ENDING FEBRUARY 10, 2018**

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2018 to:  
Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section  
One National Life Drive, Montpelier, VT 05633.

We, the members of the legislative body of ESSEX JCT. VILLAGE in CHITTENDEN County  
on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305,  
added 1985, is as follows:

**PART I - CHANGES TOTALS - Please fill in and calculate totals.**

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	5.013				0.000
Class 2	2.006				0.000
Class 3	27.80				0.000
State Highway	0.600				0.000
<b>Total</b>	<b>35.419</b>				<b>0.000</b>
* Class 1 Lane	1.289				
* Class 4	0.00				0.000
* Legal Trail	0.00				

\* Mileage for Class 1 Lane, Class 4, and Legal Trail classifications are NOT included in total.

**PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.**

1. NEW HIGHWAYS: Please attach Selectmen's "Certificate of Completion and Opening".
2. DISCONTINUED: Please attach SIGNED copy of proceedings (minutes of meeting).
3. RECLASSIFIED/REMEASURED: Please attach SIGNED copy of proceedings (minutes of meeting).
4. SCENIC HIGHWAYS: Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Check box and sign below.

**PART III - SIGNATURES - PLEASE SIGN.**

Selectmen/ Aldermen/ Trustees Signatures: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

T/C/V Clerk Signature: \_\_\_\_\_ Date Filed: \_\_\_\_\_

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_  
Representative, Agency of Transportation

**VILLAGE OF ESSEX JUNCTION  
TREE ADVISORY COMMITTEE  
MINUTES OF MEETING  
JANUARY 16, 2018**

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

**OTHERS PRESENT:** Diane Clemens (Village Planning Commission), Steve Rivard

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

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**1. CALL TO ORDER**

The meeting was called to order at 5:30 PM by Nick.

**2. AGENDA ADDITIONS**

Nick asked to add discussion of a joint project with Branch Out Burlington and a letter regarding landscaping funds to the agenda. All agreed.

**2. MINUTES REVIEW**

**MOTION BY WARREN, SECOND BY RICH TO APPROVE THE DECEMBER MEETING MINUTES. ALL IN FAVOR. MOTION PASSED.**

**3. LANDSCAPING FUNDS**

Mary Jo informed the committee that she had drafted a letter asking for information on the Village landscaping fund. This letter would be sent to the Municipal Manager, Finance Director, Board of Trustees, and Planning Commission. A landscaping fund is referenced in Section 719, Section D of the Land Development Code (see below).

D. Landscaping. There shall be a sufficient amount of landscaping and screening, as may be reasonably determined by the Planning Commission, to insure protection of and enhance the quality of the project in question and adjacent properties. The landscape plan must be drawn by a landscape architect, landscape designer, or competent landscape professional, and the landscaping requirement will be a minimum of three (3) percent of the total construction cost for new construction up to \$250,000. For new construction projects above \$250,000, the landscape requirement shall be a minimum of two (2) percent of the total construction cost. In the case of construction projects above \$1,000,000, a landscape architect, licensed by the State of Vermont's Office of Professional Regulation, will be required to prepare a landscape plan. This may be waived in unusual circumstances. The Commission may permit or require improvements to the public right-of-way in part or in lieu of on-site landscaping to be used to improve the pedestrian environment including street trees, plantings, stormwater retention and pedestrian amenities. With a new use on existing development or renovation on existing property, the applicant must provide landscaping adequate to provide screening and environmental enhancement to the satisfaction of the Planning Commission.

Nick noted that this letter needed to say that the committee would like to ensure that these funds are being earmarked and spent on landscaping improvements.

Mary Jo said that she wanted to make sure that the money was being properly accounted for. She said that she had reviewed the previous years budget and did not see a line item for this fund.

Nick suggested adding an element to the letter stating that the committee would like to encourage all applicants to use the money for landscaping improvements on their own property, rather than contributing to the fund.

Diane Clemens, Planning Commission member, stated that she had talked to Finance Director Lauren Morrisseau after reading the December Tree Advisory Committee meeting minutes. Lauren said that there was not an earmarked fund in the Village budget for this purpose, and suggested that the Planning Commission develop a process for collecting and using this money. Diane said that there would be a Planning Commission meeting later this week, and that she would be bringing up the issue at that time.

Diane noted that she had reviewed her 2016 and 2017 files for projects brought in front of the Planning Commission. Six applications during this time period had been approved on the condition that they contribute to the landscaping fund. It is possible that there are additional projects that have had this condition but that it was not noted in the minutes. She noted that many of these projects are not complete, so payment can still be collected.

Nick noted that there were two projects that were approved at the last Planning Commission meeting that need to pay into this fund.

Mary Jo noted that Village developer Gabe Handy has indicated that he would be willing attend a TAC meeting to discuss plantings on his properties in the Village.

Diane noted that Gabe was encouraged by the Planning Commission to plant quick growing trees around his senior living development on Park Street.

Tim noted that there was no formal process for the TAC to give input to the Planning Commission. Input can currently be given upon the request of the Planning Commission only. Nick noted that the Town Conservation & Trails Committee reviews projects for the Town Planning Commission.

Tim said that it would be helpful for a process to be written stating when the TAC's input would be requested. He also suggested having a joint meeting with the Planning Commission at some point.

#### **4. CRESCENT CONNECTOR PLANTING**

Mary Jo asked if the Village would be responsible for funding any landscaping for the Crescent Connector project. Nick and Warren said yes.

Diane said that Community Development Director Robin Pierce plans to allocate funds for landscaping at this project.

Darby brought a proposed site drawing of the Crescent Connector project on the main screen.

Nick noted that the Planning Commission did not have a role in the landscaping or general development of this project. Warren said that there seemed to be limited room for plantings on this project.

Nick asked Darby to bring the engineering plans for this project to the next meeting. Warren also asked her to find out what engineering firm is working on this project, and what percentage of completion the plans were at.

Nick noted that there would be a public meeting on January 22 to review a Bicycle and Pedestrian Study for Route 15. It is possible that some of the recently planted trees in this area could be impacted by changes to this area.

#### **5. LAND DEVELOPMENT CODE REVIEW**

Not discussed.

#### **6. PLANTING 2018**

Nick said that he had recently met with Rick to discuss public plantings. It will be difficult to make any decisions until the snow melts. Steve will be contacting Holy Family to see if they would be amenable to plantings near the cemetery.

The committee discussed the 2018 Arbor Day celebration. Nick suggested going back to doing a planting event at one of the elementary schools. He said that it was possible for one of the teachers to work the event into their curriculum. Tim will reach out to local principals to see if any of them would be interested in having a tree planted at their school.

#### **7. PUBLIC ENGAGEMENT & PR**

Not discussed.

#### **8. BRANCH OUT BURLINGTON COLLABORATION**

Warren said that Branch Out Burlington (BOB) has a nursery at the UVM Horticulture Farm. UVM would like hire a company to clear additional land near where BOB plants. This will give BOB additional space, more than they will be able to use. As a result, they have offered the TAC space to raise trees in this location. There will be no cost to use this space.

Warren said that the committee would collaborate with BOB to select tree species, and it is possible that the TAC might receive free plantings.

Mary Jo asked how this project would fit in with the existing tree nursery at CTE?



Nick said that he was unsure of the progress of this project. He would contact CTE for a project status report. He noted that the BOB planting location would already be irrigated and has planting tools available.

Warren noted that it might be possible to bring CTE students to this planting location to help teach them about tree care and growth. It is possible that the committee could offer trainings to Village residents at this location as well.

All members indicated that they are interested in exploring the idea further. Warren will find out additional information and bring it back to the committee. Should they decide that this is something they would like to pursue, the TAC will approach the Trustees for approval prior to making a commitment.

Tim asked if there was a possibility to use the old state property on West Street as a planting location? Warren noted that the location was good, but that it might be difficult to irrigate and bring in all the necessary materials to plant.

## **9. BUDGET REVIEW**

Mary Jo showed the committee the most recent budget printout. She asked Darby to check to see if a recent purchase was appearing in the correct line item.

## **10. PUBLIC INPUT**

None.

## **11. ADJOURNMENT**

**MOTION by MARY JO, SECOND by RICH to adjourn. All in favor. Meeting adjourned at 7:15 PM.**

Respectfully Submitted: Darby Mayville

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

**VILLAGE OF ESSEX JUNCTION  
BIKE/WALK ADVISORY COMMITTEE  
MINUTES OF MEETING  
January 22, 2018**

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

**OTHERS PRESENT:** Steven Shaw (Essex Junction Planning Commission), Rick Hamlin (Village Engineer), Bogdan Boczar, Carolyn West

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

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**1. CALL TO ORDER**

Raj called the meeting to order at 5:48 PM.

**2. MINUTES REVIEW**

**MOTION BY JEFF, SECOND BY ERIC TO ACCEPT NOVEMBER MEETING MINUTES. ALL IN FAVOR, MOTION PASSED.**

**3. UPDATE OF MULTI-USE PATH MEETING BETWEEN ATHENS DRIVE AND THE CIRC**

Eric said that he had recently attended a public meeting regarding a possible bike and pedestrian path along Route 15. This would connect Athens Drive to the outlets. He said that around a half dozen people attended this meeting.

Eric said that the consultants studying the issue had noted that walking traffic in this area has increased, especially in the Town. They proposed putting a shared use path on one side of the road. This path would be wide enough for bikes, lit by streetlights, and plowed in the winter. The path would be separated from the road in some way.

Eric was optimistic about the possibility of this moving to construction. He noted that 34 homes were planned to be built near Fairview. This would further contribute to the need for this project.

**4. VILLAGE/TOWN COMMITTEE UPDATES**

Eric said that he recently attended a meeting of the Conservation & Trails Committee. Most of the meeting was dedicated to a UVM student presentation. He enjoyed the meeting and was in favor of future collaboration.

## **5. MEMBER RECRUITMENT**

Raj noted that the committee's numbers were dwindling. One member resigned this fall, and Jud does not plan to renew his term when it ends in June. He suggested that the committee think about reducing their size, as an eight-member committee is fairly large. He also suggested that it may make sense for the BWAC to combine with the Conservation & Trails Committee in the extended future.

Eric asked about how this opening was publicized. Raj said that it was put on the Village website, Front Porch Forum, and Facebook. This was done during the holidays, so it is possible that the committee would have better luck if it were re-advertised at a different time.

## **6. PUBLIC INPUT & OTHER**

Raj noted that he would be meeting with Darby and Public Works Superintendent Rick Jones to find a location for a bike repair station. Hopefully this can be installed in the right of way somewhere near the Nest Café.

Carolyn West discussed some concerns she had regarding the walking conditions in the Village. She does not drive, and walks often. She mentioned that the walk light near Big Lots was not working and did not have a visible out of order sign one weekend. This made it very unsafe to cross. It should either have been repaired or a large sign put up notifying pedestrians of this.

Carolyn also noted that she finds many of the walking conditions in Essex Junction to be unsafe.

## **7. NEXT MEETING & AGENDA**

Not discussed.

## **8. ADJOURNMENT**

**MOTION BY JUD, SECOND BY RAJ TO ADJOURN THE MEETING. MEETING ADJOURNED AT 6:10 PM.**

Committee members adjourned the meeting to attend a presentation regarding a bicycle and pedestrian study on Route 15.

Respectfully submitted, Darby Mayville.



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# Spring Selectboard Institute

Lake Morey Resort, Fairlee, Vermont  
Saturday, March 24, 2018

RECEIVED

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Village of Essex Junction



Board of Trustees  
Essex Junction Village  
2 Lincoln St  
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## 2018 Spring Selectboard Institute, Fairlee, Saturday, March 24, 2018

This workshop will give selectboard members the tools they need to manage the affairs of their town by focusing on the fundamentals of municipal governance and current issues facing selectboards.

### Workshop Sessions

- **Selectboard Roles and Responsibilities**
- **Understanding and Following Vermont's Open Meeting Law**
- **Managing Conflicts of Interest**  
VLCT Municipal Assistance Center Staff Attorneys
- **Human Resources 101**  
Jill Muhr, VLCT Human Resources Consultant
- **Vermont Clean Water Act Requirements Update**  
Neil Kamman, Senior Policy Advisory, Vt. Agency of Natural Resources
- **Maintaining Local Highways: How to Save Money and Improve Road Crew Safety**  
Stu Johnson, Vermont Local Roads; Fred Satink, VLCT Underwriting, Safety & Health Promotion
- **2018 Legislative Update**  
Karen Horn, Director, VLCT Public Policy and Advocacy

### REGISTRATION INFORMATION

VLCT PACIF Members      \$60.00  
VLCT Members              \$90.00

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

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

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

REGISTRATION BEGINS AT 8:30 A.M. THE WORKSHOP ENDS AT 3:30 P.M. (light breakfast and lunch included)

**Memorandum**

**To:** Selectboard; Patrick C. Scheidel, Municipal Manager

**CC:** Essex Junction Board of Trustees; Lauren Morrissette, Finance Director; Dennis Lutz, Public Works Director

**From:** Greg Duggan, Deputy Town Manager <sup>GSD</sup>

**Re:** Responses to Questions and Comments asked by Kathy Barwin in Jan. 15, 2018 email to Irene Wrenner

**Date:** February 1, 2018

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**Issue**

The issue is responding to an email (Subject: Questions and Comments) from Kathy Barwin to Irene Wrenner, dated Jan. 15, 2018.

**Discussion**

Public Works Director Dennis Lutz answered many of the questions in a memorandum dated January 18, 2018 (attached). Additional answers from the Manager's Office appear below in red.

**Cost**

None.

**Recommendation**

This memo is for informational purposes.

To: Irene Wrenner <[imwren@aol.com](mailto:imwren@aol.com)>  
Sent: Mon, Jan 15, 2018 10:13 pm  
Subject: Questions and Comments

Hi Irene,

Thanks for inviting me to the meeting. I found it to be very interesting, although it seemed that there was no time to offer suggestions/ideas as part of the agenda. Thus, I have posed my questions and suggestions below.

I do have some questions, and hope you can answer them:

a) How many FTE positions, total, are there within the town/village budget together, as proposed for the upcoming year 2019? How does this compare to 2018, 2017, 2016, and 2015? I am working to gather this information.

b) From the 1 hour that I attended the meeting, there seemed to be a lot of discrepancies between the Town and Village, both in terms of hiring and salary contracts, as well as how each entity budgets/codes their budgets. What is the plan to align these, so that there is more common transparency about what is being paid for/from which line item/budget code as a whole?

The Town and Village remain two separate organizations. Two separate sets of Personnel Guidelines and three separate employee associations/contracts (Police, AFSCME for Town, and Essex Junction Employee Association) guide hiring and salary. Through consolidation over the past 4.5 years, the Town and Village have been aligning budgets, etc. by certain departments.

See Dennis Lutz's response for more information, with the sole clarification that the Police Association contract took effect July 1, 2016. The contracts for Town and Village employee associations took effect July 1, 2017.

c) Is there a long-term paving schedule in the town/village, for the next 10 years? If so, where would I find that? It would seem that that would drive the budget for paving.

See comments from Dennis Lutz.

d) Can you clarify for me what the policy is, for both the town/village, for impact fees for new construction. Given the amount of proposed building projects that I am reading about in the paper, as well as the ones that have happened over the past 18 months, I'm wondering what sort of impact fees have been assessed and how that works.

The Town has recreation impact fees for residential development (\$628 per single-family dwelling, \$473 per unit in a multi-family dwelling), as well as other fees (water, sewer, road) described in more detail by Dennis Lutz. Total fees depend on the location and type of development.

The Village has connection fees for water and sewer, and does not have impact fees.

Ideas after listening to the presentation today:

a) Most important idea: subcontract services whenever possible (HR, IT, etc.) instead of hiring new positions. This is really important, especially when I heard that new positions (folks at the low end of the salary schedule) were awarded a 6% raise/increase, and folks at the top end of the salary schedule earned a 4.5% increase as a result of the last contract negotiation. Those are SIGNIFICANT raises (was that in the news anytime?). There are also the retirement payments associated with these positions, which are paid as percentages of these salaries. A good thought worth remembering and revisiting. As noted in Dennis Lutz's memo, the Town does contract services when possible and when it makes sense, such as with sidewalk plowing/shoveling in the Town Center.

The raises referenced were part of the Essex Junction Employee Association contract.

b) Consider creating some part-time staffing positions, instead of full-time positions, and see if you can recruit from retired folks in the community, or folks who are interested in working part-time. I know of a lot of people who would be interested in keeping active without working 40 hours a week. It also helps in terms of cross training, in case someone leaves a position... then a person remains who knows how to do the job, to help mentor a new person.

A good thought worth remembering and revisiting. In addition to the comments from Dennis Lutz, we have senior volunteers at the Senior Center, and paid, part-time, fill-in help at the Clerk's Office. The manager's administrative assistant in the Town is budgeted as a part-time position in FYE 2019.

c) In terms of the difficulties hiring road crew folks for the town/village... What has been done so far, if anything, in terms of recruiting from the HS vocational center? or contacting the work-based learning mentors at the HS who match seniors with positions that eventually pay a livable wage? If I were in charge of the village road crew, I would be asking to speak to the automotive, building, and natural resources students at CTE, and advertise about the benefits/salary and chance for "promoting from within." I think that there is a lot of cross-over with these fields... and I'll bet if someone tried recruiting, you'd have some takers. My daughter attended the VT Tech transportation camp this past summer done in conjunction with VTrans (VT Transportation agency) and they were heavily promoting job shadows, internships, summer work, etc... anything to recruit kids into the field.

See response from Dennis Lutz.

By the way, I never read the report about the contract settlements in the paper anywhere... was that salary increase reported out to the public after settlement? Again, I would be looking really closely at where there is redundancy in services/tasks between the town/village, especially in terms of office work.

The minutes from October 3, 2016 note the Selectboard's approval of the Police Association contract. The minutes of May 9, 2017 do the same for the Essex Junction Board of Trustees'

decision to approve the Essex Junction Employees Association contract. The minutes of June 5, 2017 note the Selectboard's decision to ratify the AFSCME contract.

Consolidation efforts taking place since 2013 have considered ways to share services.

d) There needs to be MUCH better alignment in budgeting/coding between the village/town. ASAP. It's like trying to compare apples and oranges. You-all had a very difficult time comparing/understanding the two budgets this evening, as far as I could see. So, I go back to my original question at the top, in terms of understanding what the timeline is for melding the two budgets into at least the same definitions/budget codes/etc. ?

Consolidation efforts are in progress. With one Finance Department now serving the Town and the Village, some budgeting/coding efforts are under way. The Fire Departments, for instance, have recently begun aligning their budgets and coding and pay structures. That said, the Town and Village remain two separate organizations, with two boards reviewing different budgets for each organization. The Town/Village discussion on Jan. 15 related to the Village Highway budget, which is approved by the Trustees and, per an MOU, must be accepted in the Town budget (provided the Village highway budget increase is less than 6 percent).

e) I read in the paper that \$5000 is for new office furniture for a new manager's office and \$5000 is for team-building exercises? That seems rather excessive to me. You can hire someone from workforce development at Vermont Tech to do the team-building work with the team for less than that, and spend half that on new office furniture.

The manager's office has had the same furniture for more than 27 years. The final Selectboard budget proposal lowered the amount to \$4,500.

The professional services budget for FYE 2019 (which included the money for team building) was reduced from \$5,000 to \$4,000. Other items in the Manager's current fiscal year budget are projected to come in under budget, and the expectation is that team building can occur in the current fiscal year. We can look into Vermont Tech, thanks for suggestion.

Those are my ideas. Thanks again for the invitation.

Kathy Barwin



# Memorandum

TO: For the Record

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

DATE: 18 January 2018

SUBJECT: Response to questions raised by Kathy Barwin in January 15, 2018 e-mail to Irene Wrenner

Although not all issues raised in the referenced e-mail pertain directly to Public Works, many do. The following response is provided on the issues relating to Public Works.

## QUESTIONS:

- a. This question pertains to the entire Town and Village work force and not specifically to Public Works. It should be answered through the Manager's office.
- b. The Town and the Village are separate municipal governments with separate employee bargaining units. In addition, the common budgeting using similar line items was only accomplished during this past year with consolidation of the Finance Departments. Although there is a common Finance Department, two sets of books need to be maintained because the governments are two separate entities.

Concerning employee bargaining units, there are three in the community. The Police have their bargaining unit, The Town employees' bargaining unit (excluding Police) is Local 1343, American federation of State, County, and Municipal Employees (AFSCME). The Village employees come under an Employee Association. All three bargaining units have three-year contracts of which FYE18 is Year One. Under collective bargaining rules, neither the Town nor the Village can request or require that these bargaining units merge or dissolve to form another. It is an unfair labor practice. Even if the communities were to merge, any agreement between the Village Association and the Town AFSCME Union would have to come from within those organizations. The Town Selectboard administers and is familiar with its Union contract and the Village Trustees do the same with theirs. There is no cross pollination on this issue because they are two separate contracts with two separate municipalities responsible only for their own contracts. As the Public Works Director for the Town and the Village, I am familiar with both because my position is responsible for coordination of public works efforts. I have no authority under either other than being in the chain that insures fair application of the contract provisions. I do not directly supervise the Village Public Works employees.

- c. The quick answer is yes, but more information is provided. It should be noted that a ten-year cycle is not the cycle used for road management. The cycle is 3 to 4 years. This cycle is mandated by the State (VTRANS) to qualify for Transportation grant funds. Conditions change too rapidly for a ten-year cycle to be of any value.

Both the Town and the Village have Road Management Plans submitted to and accepted by the respective Boards. The Town document is contained on the Town web page under Public Works. Both plans start with field evaluation of conditions and use of a Pavement Condition Index (PCI) for paved roads. In the case of the Village, their plan was developed a few years ago by the Chittenden Regional Planning Commission and the PCI number is used as the priority driver.

In the case of the Town, staff and summer UVM interns developed the PCI numbers but we combine those numbers with traffic for a weighted priority list. In identifying which roads are to be done, we concentrate on those with the worst rating. However, because many of the top-needed projects are extremely expensive or because they are on a Class 2 Town highway (which receives a grant about every three years), the priority list is used only as a guide and not as an exact list to be followed blindly.

The Town pavement management program is laid out as noted previously in a document entitled, Highway Transportation Management Plan dated February 2014. It is updated every 3 to 4 years. The Village's document contains less narrative but includes both a map and a priority list. It also is used to develop their paving program. A marked up list of the Town roads completed under the current plan is also attached. The roads done in FYE18 or to be done in the spring from FYE2018 funds are not shown.

The issue is always how to balance the need for roadwork identified in the plans with what taxpayers are willing to support. It is a delicate balance and is as much art as science. Bringing all roads to a desired standard in a year or even a few years is virtually impossible given budget constraints. In the Town Highway Management Plan, Appendix D, a very rough calculation was made indicating the general level of yearly funding needed if only a 1.5 inch overlay were done on every paved road. That number would be close to \$340,000 annually in current dollars and most roads require more than a 1.5 inch surface treatment to fix them. Please refer to the document entitled – Highway Resurfacing Needs - A Different Perspective (attached).

Finally, it should be noted that the Town applied for and received a grant to have the CCRPC, with both Town and Village staff, evaluate the roads for the Town alone, the Village alone and the combined road network. We have been collectively working on this for over a year and the results should be available this spring. The results will then be combined into an updated and current road Management Plan for both communities. This updated plan will then be used going forward and remain in place for 3 to 4 years before it will once again be redone.

- d. Fees are collected in the Town in a number of ways which impact Public Works. Some are impact fees and others are utility fees.

Any new connection to the water or sewer system pays a sewer or water initiation fee based upon their projected usage. These fees accrue to the utility accounts which are enterprise funds separate from the Town's grand list. The purpose of these fees is to cover the review and inspection costs and to fund water and sewer system improvements caused by increased connections.

Impact fees are different. They are imposed by the Planning Commission on new projects and they generally relate to the traffic or traffic load (truck weight) that impacts the Town's transportation system. Almost every new project requires a traffic study of some form. These studies provide the data for the Town staff to calculate the impact on roads, intersection, walkways, traffic lights, pedestrian crossings and the like. The amounts are calculated on a case by case basis depending on the developments impact on the transportation network.

The collected funds go into the Town's Capital Reserve Fund and within that fund into identified accounts for use by the Town to assist in paying for pavement overlays, intersection improvements, walkways, etc. For example, there is a fund for improvements to Allen Martin Drive, Thompson Drive and the VT15/Allen Martin Drive Intersection. A scoping study was recently completed for the Town by the CCRPC on the referenced intersection so the long-term 20-year impacts of further growth in the Saxon Hill Park and nearby lands have been identified and costed out. The net impact of new development can then be assigned a share of these future costs and collected as each project is approved. In the past two years, funds from this account were used to match a Class 2 paving grant from VTRANS, which in turn enabled Allen Martin Drive to be resurfaced with a hot-mix overlay at no cost to taxpayers (other than the staff time and in-house engineering to design, bid, inspect and make grant payment requests).

#### IDEAS:

A1. From only the Public Works perspective, we have done this and continue to do this. One current example involves the area of the Town Center – Carmichael Street. We do not have the manpower or equipment to plow the road and the large expanse of city-like sidewalks in the winter so the work is contracted out. It is expensive but less costly than trying to add equipment and an employee to do this. However, there is also a base load of both winter and summer work that needs to be done and we currently do not have the manpower to do this with contract help.

My comments on the HR position are contained in a separate memo regarding the position change being sought in Public Works.

B1. We utilize a number of part-time and retired people to assist Public Works, one of whom is approaching 80 years old. Another is close to 70. He will work in the summer but not the winter. When the work involves coming in on Christmas day or at 2 AM in the morning when it is 20 degrees below zero, part-time workers are not the solution. The Public Works jobs are physically demanding - what can be done easily at 20 is much

more difficult at 50. The jobs we need employees to perform in public works require experience on the job and long time frames for both operational and safety training. Contrary to what people may believe, running the equipment is complex and requires a high degree of skill.

It should be noted that under the Affordable Care Act, employers must pay benefits to employees that average more than 30 hours a week and 1560 hours in a year. In the past, we were able to hire some capable, temporary employees and extend their work over long periods as temps. We can no longer do that. In today's world of employment, no temporary employee with good work ethic is going to work for low wages, long hours, no benefits, and a length of employment that is over in about six months. If you do get lucky and find such a person, they will go for other employment once their six months are up and they are lost to the employer. The process then has to start all over trying to get a new employee trained in a very short time frame (both operationally and safety trained). We have been using that scenario and have found that with changes to the work force, it no longer works when we are dealer with equipment operators and the like.

C1. Much has been done. We also recognize this need to try and capture those students who are not college bound but are potentially skilled future workers.

Last year, Public Works developed an internship program with the Essex Center for Technology. Essex Public Works designed an on-the-job internship program to expose at least a few students to what this type of work entails and what future it might hold for them. (See attachments). We put two students through the program, one of whom is currently working for us following graduation as a temporary employee. He is an outstanding employee with a potential good future with the Town. We will not be able to hold on to him unless we can change his status from temporary to permanent. And we need him as discussed in justification to the Manager and Selectboard (see attachment).

D1. This is a question for Finance and the Manager

E1. This is a question for the Manager



## MEMORANDUM

TO: Village Trustees  
 FROM: Pat Scheidel, Municipal Manager  
 DATE: February 13, 2018  
 SUBJECT: Trustees Meeting Schedule

### TRUSTEES MEETING SCHEDULE/EVENTS

February 27 6:30 PM	Adopt Warning for Annual Meeting
March 13 6:30 PM	Regular Meeting 7:00 PM – Joint Meeting with Essex Selectboard at Lincoln Hall
March 24 10 AM-2 PM	Joint Meeting with Essex Selectboard at EHS cafeteria
March 27 6:30 PM	Regular Meeting
April 4 6:00 PM	Community Supper at Essex High School (cafeteria) 7:00 PM - Annual Meeting (auditorium)
April 10 6:30 PM 7 AM- 7 PM	Regular Meeting Annual Meeting Australian ballot voting
April 24 6:30 PM	Regular Meeting
May 8 6:30 PM	Regular Meeting
May 22 6:30 PM	Regular Meeting
May 26 10 AM	Memorial Day Parade

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
January 23, 2018**

**TRUSTEES PRESENT:** George Tyler (Village President); Elaine Sopchak, Dan Kerin, Andrew Brown. (Lori Houghton was absent.)  
**ADMINISTRATION:** Pat Scheidel, Municipal Manager; Lauren Morrisseau, Finance Director & Assistant Manager.  
**OTHERS PRESENT:** None.

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

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

**2. AGENDA CHANGES/APPROVAL**

Add:

- Old Business: Memo from Lauren Morrisseau, dated 1/23/18, re: Possible Budget Changes

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

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

a) Comments from Public on Items not on Agenda

There were no comments from the public.

b) Public Hearing: FYE2019 Proposed Budgets and Capital Programs

The public hearing was opened at 6:35 PM. Lauren Morrisseau reviewed the proposed FYE2019 budget highlighting the following:

- Proposed General Fund Budget (\$5,001,132), Water Budget (\$3,868,862), Waste Water Budget (\$1,951,088), and Sanitation Budget (\$492,427) combined total \$11,323,509 which represents an increase of 3.4%.
- Proposed Capital Budget is \$2,825,450 and includes Capital Reserve, Rolling Stock, Rec & Parks, Water, Waste Water, and Sanitation.
- The increase in the General Fund Budget is 3.8% and includes increases in salaries, health insurance costs, capital contribution, new shared services contribution.
- Estimated tax rate with the proposed budget is \$0.3143. Impact on a home assessed at \$280,000 is an increase in municipal taxes of \$41.16.
- To date combined services with the town for efficiencies include Public Works, Finance, TGIA, Clerk, IT, and HR.
- Capital projects for FY2019 total \$2,001,931 and include the Railroad Avenue water line, facilities assessment, West St./West St. Extension intersection, and the crescent connector.
- Rolling stock purchases per the schedule total \$231,177.
- Split of village taxpayer taxes is 66% schools, 21% town, 13% village.

- Proposed water, sewer, sanitation rate increase is 7%. The rates will be set in June.
- Enterprise Fund capital projects (Water, Sewer, Sanitation) include meter upgrades, pump station replacement (South Street), and vehicles.

There were no further comments. The public hearing was closed at 6:55 PM.

#### **4. OLD BUSINESS**

##### a) Discuss FYE19 Proposed Budgets

Lauren Morrisseau mentioned the request by the Street Department for a \$3,000 increase in the equipment rental line item to cover the cost of renting the loader from the WWTF when needed and the suggested reductions in the village budget based on the adjustments made to the town budget by the Selectboard for the IT position and the Fire Department salary alignment. The \$3,000 request from the Street Department does not impact the percent of increase in the budget. The reductions proposed by the town will reduce the increase in the village budget from 3.8% to 2.9%. The Trustees discussed other areas in the village budget where possible reductions could be made. Staff will incorporate the changes in the budget for review at the next meeting. Per past practice staff will post questions and answers on the proposed budget on the village website and Front Porch Forum.

George Tyler mentioned possibly using accrued money from the penny on the tax rate initiative previously approved by the voters to fund SteAmfest. Elaine Sopchak recalled a public hearing must be held on use of the money from the penny.

##### b) Vermont Community Development Program Planning Grant Form

Pat Scheidel explained the Village agrees to provide financial oversight to the sub-recipient of the grant (VHFA) by accepting the grant and the municipal policies and codes. VHFA will use the grant to create a web-based interactive tool to provide information on housing needs in Chittenden, Franklin, and Grand Isle counties.

**\*  
MOTION by Dan Kerin, SECOND by Elaine Sopchak, to sign the Vermont Community Development Program Municipal Policies & Codes document.  
VOTING: unanimous (4-0); motion carried.**

#### **5. NEW BUSINESS**

##### a) Transition Planning for Municipal Manager

To help with the transition information will be forwarded to Evan Teich including the village charter, municipal manager contract, Essex Junction Land Development Code, village ordinances, Employees Association Agreement, village personnel regulations, Heart & Soul information, and the report from the Public Works Review Committee. Links on the website will also be sent as well as connection to CCRPC.

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

##### a) Meeting Schedule – Regular Trustees Meetings @ 6:30 PM

- February 13, 2018 (joint meeting with Essex Selectboard at Lincoln Hall)

- February 27, 2018
- March 13, 2018 (joint meeting with Essex Selectboard at Lincoln Hall)
- March 27, 2018
- April 10, 2018

b) Special Meetings:

- \* March 24, 2018 @ 10 AM – Joint Meeting on Governance
- \* April 4, 2018 @ 7 PM – Village Annual Meeting (community supper @ 6 PM)
- \* April 10, 2018 – Annual Meeting Australian Ballot Voting

c) Interview by Channel 17

Pat Scheidel reported he was interviewed by Channel 17 on his career choice of public service.

**7. TRUSTEES COMMENTS AND CONCERNS/READING FILE**

a) Board Member Comments

- George Tyler said discussion of the agenda and facilitator for the March 24<sup>th</sup> joint meeting on governance should be held at the next Trustees meeting.

b) Reading File

- Certification of Notice and Application form Vermont Public Utility Commission for Telecommunications Equipment on Existing Pole by Verizon Wireless

**8. CONSENT AGENDA**

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

- 1. Approve Minutes of Previous Meeting(s) 1/9/18.**
- 2. Expense Warrant #17079, dated 1/12/18, in the amount of \$97,749.43.**
- 3. Expense Warrant #17080, dated 1/19/18, in the amount of \$69,205.46.**
- 4. FYE2018 Budget Status Report through 12/31/17.**
- 5. Approve Banner Application for 2018 Vermont Quilt Festival.**
- 6. Approve 2017 Annual Report Dedication and Cover**

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

**9. ADJOURNMENT**

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

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

The meeting was adjourned at 7:13 PM.

*RScty: M.E.Riordan*



Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	12/22/17	ADVANCE AUTO PARTS ST degreaser, hydraulic h 552735642430	210-43110.432 VEHICLE MAINTENANCE	36.41	14760	01/26/18
05290	12/22/17	ADVANCE AUTO PARTS ST degreaser, hydraulic h 552735642430	210-43110.610 SUPPLIES	37.68	14760	01/26/18
05290	12/22/17	ADVANCE AUTO PARTS ST wiper blades 552735657777	210-43110.432 VEHICLE MAINTENANCE	74.00	14760	01/26/18
07305	12/27/17	AIRGAS USA LLC ST oxygen 9071125998	210-43110.610 SUPPLIES	60.33	14761	01/26/18
07155	12/22/17	AMERICAN ROCK SALT CO LLC ST salt 0530181	210-43125.610 WINTER MAINTENANCE	3137.92	14764	01/26/18
07155	12/29/17	AMERICAN ROCK SALT CO LLC ST salt 0532261	210-43125.610 WINTER MAINTENANCE	4711.41	14764	01/26/18
07155	01/03/18	AMERICAN ROCK SALT CO LLC ST salt 0533854	210-43125.610 WINTER MAINTENANCE	2914.83	14764	01/26/18
07155	01/08/18	AMERICAN ROCK SALT CO LLC ST salt 0536278	210-43125.610 WINTER MAINTENANCE	1549.16	14764	01/26/18
07155	01/09/18	AMERICAN ROCK SALT CO LLC ST salt 0537072	210-43125.610 WINTER MAINTENANCE	4597.42	14764	01/26/18
23190	01/05/18	BAILEY SPRING & CHASSIS ST hitch pin S25212	210-43110.432 VEHICLE MAINTENANCE	6.96	14768	01/26/18
02000	01/10/18	BAKER & TAYLOR, INC BL books 3021999141	210-45551.641 JUVEN COLLECTION-PRNT & E	250.88	14769	01/26/18
10510	11/03/17	BLUE TARP FINANCIAL INC BL supplies 2445	210-45551.610 SUPPLIES	2.12	14774	01/26/18
10510	11/09/17	BLUE TARP FINANCIAL INC ST drill bit 717050	210-43110.610 SUPPLIES	25.34	14774	01/26/18
10510	11/09/17	BLUE TARP FINANCIAL INC ST drill bit 717051	210-43110.610 SUPPLIES	36.87	14774	01/26/18
10510	11/13/17	BLUE TARP FINANCIAL INC ST drill bit 717058	210-43110.610 SUPPLIES	31.47	14774	01/26/18
10510	11/13/17	BLUE TARP FINANCIAL INC ST anti freeze 717059	210-43161.002 MEMORIAL PARK	43.08	14774	01/26/18
10510	11/13/17	BLUE TARP FINANCIAL INC ST fasteners 717060	210-43110.432 VEHICLE MAINTENANCE	4.17	14774	01/26/18
10510	11/14/17	BLUE TARP FINANCIAL INC ST fasteners 717064	210-43110.610 SUPPLIES	1.94	14774	01/26/18
10510	11/14/17	BLUE TARP FINANCIAL INC ST clamp 717070	210-43125.610 WINTER MAINTENANCE	7.17	14774	01/26/18
10510	11/15/17	BLUE TARP FINANCIAL INC ST ties, cable 717073	210-43110.610 SUPPLIES	10.79	14774	01/26/18
10510	11/16/17	BLUE TARP FINANCIAL INC ST shovel 717076	210-43110.610 SUPPLIES	27.57	14774	01/26/18
10510	11/20/17	BLUE TARP FINANCIAL INC ST drill bit set 717090	210-43110.610 SUPPLIES	41.33	14774	01/26/18
10510	11/21/17	BLUE TARP FINANCIAL INC ST quick link 717093	210-43110.610 SUPPLIES	14.10	14774	01/26/18
10510	11/21/17	BLUE TARP FINANCIAL INC ST trackless plow 717094	210-43110.432 VEHICLE MAINTENANCE	24.07	14774	01/26/18
10510	11/21/17	BLUE TARP FINANCIAL INC ST paint 717095	210-43110.610 SUPPLIES	9.88	14774	01/26/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
10510	11/28/17	BLUE TARP FINANCIAL INC ST fasteners 717111	210-43110.610 SUPPLIES	1.00	14774	01/26/18
10510	11/28/17	BLUE TARP FINANCIAL INC LH supplies 717112	210-41320.610 SUPPLIES	4.49	14774	01/26/18
10510	11/29/17	BLUE TARP FINANCIAL INC ST sheet metal 717113	210-43110.610 SUPPLIES	23.38	14774	01/26/18
10510	11/29/17	BLUE TARP FINANCIAL INC ST paint 717117	210-43110.610 SUPPLIES	7.98	14774	01/26/18
10510	11/30/17	BLUE TARP FINANCIAL INC VF canned fuel 717119	210-42220.610 SUPPLIES	76.38	14774	01/26/18
10510	12/04/17	BLUE TARP FINANCIAL INC ST christmas lights 717132	210-43110.610 SUPPLIES	55.77	14774	01/26/18
10510	12/04/17	BLUE TARP FINANCIAL INC ST christmas lights 717133	210-43110.610 SUPPLIES	70.97	14774	01/26/18
10510	12/04/17	BLUE TARP FINANCIAL INC BL supplies 717134	210-45551.610 SUPPLIES	17.53	14774	01/26/18
10510	12/05/17	BLUE TARP FINANCIAL INC ST flagging tape 717136	210-43110.610 SUPPLIES	6.28	14774	01/26/18
10510	12/05/17	BLUE TARP FINANCIAL INC ST spray paint 717139	210-43110.610 SUPPLIES	15.96	14774	01/26/18
10510	12/05/17	BLUE TARP FINANCIAL INC ST christmas lights 717143	210-43110.610 SUPPLIES	42.87	14774	01/26/18
10510	12/06/17	BLUE TARP FINANCIAL INC ST christmas lights 717146	210-43110.610 SUPPLIES	11.98	14774	01/26/18
10510	12/07/17	BLUE TARP FINANCIAL INC ST paint 717151	210-43110.610 SUPPLIES	11.97	14774	01/26/18
10510	12/07/17	BLUE TARP FINANCIAL INC ST street signs bolts 717152	210-43110.610 SUPPLIES	43.27	14774	01/26/18
10510	12/07/17	BLUE TARP FINANCIAL INC ST blade 717155	210-43110.610 SUPPLIES	31.47	14774	01/26/18
10510	12/08/17	BLUE TARP FINANCIAL INC VW map gas 717158	210-43110.610 SUPPLIES	31.36	14774	01/26/18
10510	12/08/17	BLUE TARP FINANCIAL INC ST trash bags 717161	210-43110.610 SUPPLIES	12.59	14774	01/26/18
10510	12/14/17	BLUE TARP FINANCIAL INC LH light bulbs 717186	210-41320.610 SUPPLIES	113.31	14774	01/26/18
10510	12/15/17	BLUE TARP FINANCIAL INC ST detergent 717191	210-43110.610 SUPPLIES	20.78	14774	01/26/18
10510	12/19/17	BLUE TARP FINANCIAL INC ST rod, thread 717203	210-43110.610 SUPPLIES	4.72	14774	01/26/18
10510	12/20/17	BLUE TARP FINANCIAL INC ST flints 717204	210-43110.610 SUPPLIES	4.49	14774	01/26/18
10510	12/20/17	BLUE TARP FINANCIAL INC ST chain 717205	210-43110.432 VEHICLE MAINTENANCE	4.48	14774	01/26/18
10510	12/21/17	BLUE TARP FINANCIAL INC BL building maint 717208	210-45551.434 MAINT. BUILDINGS/GROUNDS	63.75	14774	01/26/18
10510	12/21/17	BLUE TARP FINANCIAL INC ST supplies 717209	210-43110.610 SUPPLIES	3.04	14774	01/26/18
00530	01/09/18	BRODART CO BF books B5203103	210-49345.000 LIBRARY DONATION EXPENDIT	33.14	14779	01/26/18

01/26/18

## Town of Essex / Village of EJ Accounts Payable

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02:40 pm

Check Warrant Report # 17081 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 01/25/18 To 01/26/18 &amp; Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	BRODART CO	01/10/18 BL books B5204770	210-45551.610 SUPPLIES	0.90	14779	01/26/18
00530	BRODART CO	01/10/18 BL books B5204770	210-45551.640 ADULT COLLECTION-PRINT &	21.96	14779	01/26/18
00530	BRODART CO	01/15/18 BL books B5207533	210-45551.610 SUPPLIES	11.70	14779	01/26/18
00530	BRODART CO	01/15/18 BL books B5207533	210-45551.641 JUVEN COLLECTION-PRNT & E	156.03	14779	01/26/18
00530	BRODART CO	01/15/18 BL books B5207538	210-45551.640 ADULT COLLECTION-PRINT &	175.08	14779	01/26/18
00530	BRODART CO	01/15/18 BL books B5207538	210-45551.610 SUPPLIES	9.00	14779	01/26/18
00530	BRODART CO	01/15/18 BF books B5207575	210-49345.000 LIBRARY DONATION EXPENDIT	16.29	14779	01/26/18
00530	BRODART CO	01/15/18 BF books B5207896	210-49346.001 ADULT COLLECTION-PRINT &	419.66	14779	01/26/18
00530	BRODART CO	01/15/18 BL books B5207898	210-45551.640 ADULT COLLECTION-PRINT &	192.67	14779	01/26/18
00530	BRODART CO	01/15/18 BL books B5207898	210-45551.610 SUPPLIES	9.00	14779	01/26/18
00530	BRODART CO	01/18/18 BL books B5211952	210-45551.641 JUVEN COLLECTION-PRNT & E	90.69	14779	01/26/18
00530	BRODART CO	01/18/18 BL books B5211952	210-45551.610 SUPPLIES	6.30	14779	01/26/18
00530	BRODART CO	01/18/18 BL books B5212214	210-45551.610 SUPPLIES	0.90	14779	01/26/18
00530	BRODART CO	01/18/18 BL books B5212214	210-45551.640 ADULT COLLECTION-PRINT &	16.50	14779	01/26/18
21500	CANON FINANCIAL SERVICES	01/13/18 AD copier lease Feb 18144367	210-41320.442 LEASED SERVICES	245.00	14783	01/26/18
03000	CARGILL SALT EASTERN INC	12/20/17 ST salt 2903816730	210-43125.610 WINTER MAINTENANCE	2167.21	14784	01/26/18
03000	CARGILL SALT EASTERN INC	12/22/17 ST salt 2903820223	210-43125.610 WINTER MAINTENANCE	2225.24	14784	01/26/18
03000	CARGILL SALT EASTERN INC	12/30/17 ST salt 2903833380	210-43125.610 WINTER MAINTENANCE	1576.47	14784	01/26/18
03000	CARGILL SALT EASTERN INC	01/02/18 ST salt 2903836413	210-43125.610 WINTER MAINTENANCE	1545.71	14784	01/26/18
03000	CARGILL SALT EASTERN INC	01/03/18 ST salt 2903840179	210-43125.610 WINTER MAINTENANCE	2171.40	14784	01/26/18
40205	CDW-G	01/08/18 ADFN toner LHX9951	210-41320.610 SUPPLIES	297.54	14786	01/26/18
19220	CHARLOTTE RECREATION	01/09/18 Wilderness 1st Aid K.S. 010918D	210-45110.500 TRAINING, CONF, DUES	145.00	14788	01/26/18
23525	CLARK'S TRUCK CENTER INC	01/08/18 sT DEF 25 398890	210-43110.626 GAS,GREASE AND OIL	31.96	14789	01/26/18
23525	CLARK'S TRUCK CENTER INC	01/16/18 ST DEF 25 credit CM398890	210-43110.626 GAS,GREASE AND OIL	-31.96	14789	01/26/18
38280	CRYSTAL ROCK BOTTLED WATE	12/31/17 ST spring water 121750122590	210-43110.610 SUPPLIES	42.05	14794	01/26/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
31275	12/28/17	ST plowing 5 corners 10249	210-43125.570 CONTRACT SERVICES	2940.00	14797	01/26/18
35260	12/29/17	SAST uniforms 12181712	210-43110.612 UNIFORMS,BOOTS,ETC	22.00	14800	01/26/18
23215	01/03/18	ST magic ice bee gone 106633840001	210-43125.610 WINTER MAINTENANCE	44.17	14804	01/26/18
23215	01/09/18	ST uniforms 106634170001	210-43110.612 UNIFORMS,BOOTS,ETC	17.20	14804	01/26/18
23215	01/11/18	ST vests 106634920001	210-43110.612 UNIFORMS,BOOTS,ETC	119.40	14804	01/26/18
38955	01/05/18	ST Brown salt 57386500	210-43125.610 WINTER MAINTENANCE	13.65	14805	01/26/18
34895	01/01/18	ST rubbish removal 1275935	210-43110.565 RUBBISH REMOVAL	85.52	14812	01/26/18
34895	01/01/18	ST rubbish removal 1275937	210-43110.565 RUBBISH REMOVAL	415.77	14812	01/26/18
34895	01/01/18	ST Beech St rubbish remov 1276064	210-43110.565 RUBBISH REMOVAL	55.27	14812	01/26/18
07010	01/08/18	Parks Power 010818D	210-45220.622 ELECTRICAL SERVICE	357.49	14816	01/26/18
07010	01/08/18	Facility Power 010818D1	210-45220.622 ELECTRICAL SERVICE	1432.60	14816	01/26/18
27150	12/31/17	ST winter sand 12312017D	210-43125.610 WINTER MAINTENANCE	287.99	14818	01/26/18
28070	12/22/17	ST trackless 6047538	210-43110.432 VEHICLE MAINTENANCE	442.71	14819	01/26/18
V9454	01/09/18	ST Pvc bib 3172874	210-43110.612 UNIFORMS,BOOTS,ETC	60.00	14825	01/26/18
33195	01/10/18	ST belts 58473TE	210-43110.434 MAINT. BUILDINGS/GROUNDS	243.90	14826	01/26/18
13475	01/09/18	Park St Light Repair S4658589.001	210-45220.610 SUPPLIES	203.94	14831	01/26/18
24100	01/02/18	ST signs 166014	210-43110.617 SIGNS AND POSTS	45.45	14839	01/26/18
09520	01/14/18	TMSB dinner w/new manager 011418D	210-41320.330 OTHER PROFESSIONAL SERVIC	103.00	14848	01/26/18
19235	01/17/18	SBAD reimb for travel 011718D	210-41320.330 OTHER PROFESSIONAL SERVIC	201.05	14853	01/26/18
21000	01/24/18	LH mat service 0361856395	210-41940.434 MAINT. BUILDINGS/GROUNDS	65.80	14855	01/26/18
11935	12/28/17	ST carbide 4478073	210-43110.610 SUPPLIES	1610.00	14857	01/26/18
11935	01/10/18	ST wire,rope,pin 4478420	210-43110.432 VEHICLE MAINTENANCE	63.96	14857	01/26/18
07565	01/02/18	ST towels 151047689	210-43110.610 SUPPLIES	178.79	14861	01/26/18
07565	01/04/18	Floor Mat I51154390	210-45220.610 SUPPLIES	197.98	14861	01/26/18
07565	01/09/18	Cleaning Supplies Pk St I51293643	210-45220.610 SUPPLIES	150.60	14861	01/26/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07565	01/12/18	Office Supplies I51432999	210-45110.610 SUPPLIES	139.73	14861	01/26/18
19045	01/18/18	BL Village building 0302	222-46802.002 BROWNELL LIBRARY MAINT	700.00	14817	01/26/18
10510	11/10/17	SC labels for craft fair 717055	225-45122.612 FUND RAISER EXPENSES	16.17	14774	01/26/18
10510	11/16/17	SC handles for cupboard 717077	225-45122.430 REPAIRS & MAINTENANCE	5.74	14774	01/26/18
10510	11/16/17	SC lock for cupboard 717080	225-45122.430 REPAIRS & MAINTENANCE	5.39	14774	01/26/18
10510	12/01/17	SC staples for gun 717125	225-45122.610 OPERATIONAL SUPP/EXP	10.77	14774	01/26/18
07565	01/04/18	SC paper for newsletter 151139536	225-45122.610 OPERATIONAL SUPP/EXP	23.49	14861	01/26/18
07565	01/03/18	SC paper, creamers I51091858	225-45122.812 MEAL SITE EXPENSES	19.79	14861	01/26/18
07565	01/03/18	SC paper, creamers I51091858	225-45122.610 OPERATIONAL SUPP/EXP	60.97	14861	01/26/18
42665	11/29/17	Train Hop 443575996953	226-45115.610 SUPPLIES	43.34	14762	01/26/18
42665	12/04/17	Supplies 448768465486	226-45120.610 SUPPLIES	10.77	14762	01/26/18
42665	11/21/17	Train Hop 453645949787	226-45115.610 SUPPLIES	114.75	14762	01/26/18
42665	12/04/17	Supplies 456765898594	226-45120.610 SUPPLIES	5.28	14762	01/26/18
42665	11/29/17	Supplies 457364874433	226-45120.610 SUPPLIES	6.79	14762	01/26/18
42665	11/29/17	Supplies 458767984563	226-45120.610 SUPPLIES	20.33	14762	01/26/18
42665	12/04/17	Supplies 549964564963	226-45120.610 SUPPLIES	126.76	14762	01/26/18
42665	11/28/17	Air Pump 556743779853	226-45115.610 SUPPLIES	28.99	14762	01/26/18
42665	12/01/17	Supplies 793888655834	226-45120.610 SUPPLIES	107.61	14762	01/26/18
42665	12/07/17	Supplies 797598984774	226-45120.610 SUPPLIES	55.49	14762	01/26/18
42665	12/01/17	Supplies 934666385436	226-45120.610 SUPPLIES	145.83	14762	01/26/18
42665	11/15/17	Train Hop CVKVTYKQWYGKN	226-45115.610 SUPPLIES	20.58	14762	01/26/18
42665	11/08/17	Surface Pro Pen OOFMZCBSTXVE	226-45120.610 SUPPLIES	129.99	14762	01/26/18
02695	12/20/17	ASCAP License 122017D	226-45115.330 OTHER PROFESSIONAL SVCS	348.00	14765	01/26/18
25310	01/18/18	Mileage Reimbursement 011818D	226-45120.580 TRAVEL	71.94	14782	01/26/18
V10327	12/22/17	Katherine Boller Tuition 122217D	226-45121.500 TRAINING, CONF, DUES	1566.00	14790	01/26/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19225	10/09/17	DC Trip Deposit 204268	226-45115.330 OTHER PROFESSIONAL SVCS	422.68	14793	01/26/18
19215	01/12/18	Art Enrichment 011218D	226-45120.330 OTHER PROFESSIONAL SVCS	504.00	14813	01/26/18
45445	01/22/18	Guitar Class 012218D	226-45115.330 OTHER PROFESSIONAL SVCS	88.80	14827	01/26/18
25810	01/17/18	PS Supplies 011718D	226-45121.610 SUPPLIES	38.72	14830	01/26/18
19070	01/17/18	Newseum Entry Fee Update 011718D	226-45115.330 OTHER PROFESSIONAL SVCS	13.69	14835	01/26/18
24830	01/16/18	VK Snack 788281	226-45120.610 SUPPLIES	110.81	14840	01/26/18
24830	01/16/18	VK Snack 789084	226-45120.610 SUPPLIES	164.05	14840	01/26/18
24830	01/17/18	VK Snack 790346	226-45120.610 SUPPLIES	251.48	14840	01/26/18
24830	01/22/18	VK Snack 792087	226-45120.610 SUPPLIES	105.53	14840	01/26/18
24830	01/22/18	VK Snack 792339	226-45120.610 SUPPLIES	164.46	14840	01/26/18
10435	01/18/18	Eball TShirts 16150	226-45115.610 SUPPLIES	47.50	14849	01/26/18
25845	01/22/18	Jan Swim Registrations 012218D	226-45115.330 OTHER PROFESSIONAL SVCS	9471.00	14852	01/26/18
25360	01/04/18	PS Music Teacher 010418D	226-45121.330 OTHER PROFESSIONAL SVCS	930.00	14854	01/26/18
25315	01/17/18	Pizza 011718D	226-45120.610 SUPPLIES	74.00	14856	01/26/18
25315	11/28/17	Pizza 112817D	226-45120.610 SUPPLIES	74.00	14856	01/26/18
07565	01/17/18	PS Supplies I51567824	226-45121.610 SUPPLIES	78.98	14861	01/26/18
19210	01/11/18	PS Open Gym 011118D	226-45121.330 OTHER PROFESSIONAL SVCS	180.00	14862	01/26/18
31275	01/02/18	CD Pearl St missing link 10	230-46801.007 PEARL ST. LINKING SIDEWAL	34396.56	14797	01/26/18
22865	01/10/18	VC-Main St Ped Bridge 0019766	230-46801.016 MAIN PED BRIDGE BC828	2704.71	14802	01/26/18
36520	01/09/18	CD Crescent connector 7778INDS	230-46801.008 CRESCENT CONNECTOR	160.00	14858	01/26/18
23435	12/31/17	WA Dec water usage 123117D	254-43210.411 CWD WATER PURC - GF	235855.20	14787	01/26/18
23435	12/31/17	WA Dec water usage 123117D	254-43200.411 CWD WATER PURCHASE	40421.09	14787	01/26/18
23435	12/31/17	WA Dec water usage 123117D	254-43200.412 STATE WATER TAX	962.41	14787	01/26/18
23435	12/31/17	WA Dec water usage 123117D	254-43210.412 STATE WATER TAX - GF	5615.60	14787	01/26/18
40025	01/08/18	vW valve Park Terrace 5342172	254-43200.430 WATER LINES MAINT-BREAKS	1807.06	14798	01/26/18

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
14265	10/28/17	WS exam prep town/village	254-43200.500	650.00	14799	01/26/18	
		EWS102717	TRAINING, CONFERENCES, DU				
01010	01/10/18	VW propane refill	254-43200.610	14.39	14803	01/26/18	
		324712	SUPPLIES				
43010	01/03/18	VW floodlamp	254-43200.570	100.81	14838	01/26/18	
		1826781	MAINTENANCE OTHER				
10510	11/14/17	WW hardware	255-43200.570	5.40	14774	01/26/18	
		717063	MAINTENANCE OTHER				
10510	11/30/17	WW tools, batteries	255-43200.570	15.28	14774	01/26/18	
		717120	MAINTENANCE OTHER				
10510	12/05/17	WW sample cooler	255-43200.577	17.99	14774	01/26/18	
		717140	CONTRACT LABORATORY SERVI				
10510	12/11/17	WW shovels	255-43200.570	53.98	14774	01/26/18	
		717164	MAINTENANCE OTHER				
10510	12/14/17	WW gloves, tools	255-43200.570	64.76	14774	01/26/18	
		717187	MAINTENANCE OTHER				
V10734	01/18/18	WW Monthly payment	255-43200.622	2969.11	14801	01/26/18	
		1801WWTP	ELECTRICAL SERVICE				
38955	01/03/18	WW CO Gen circ pump	255-43200.570	573.85	14805	01/26/18	
		57349573	MAINTENANCE OTHER				
18000	01/17/18	WW RAS control	255-43200.570	1294.04	14806	01/26/18	
		0796531	MAINTENANCE OTHER				
V9454	01/18/18	WW boots,pants HK	255-43200.612	199.99	14825	01/26/18	
		3174122	UNIFORMS,BOOTS,ETC				
10220	01/12/18	WW filter bldg	255-43200.570	341.63	14832	01/26/18	
		152452	MAINTENANCE OTHER				
02050	01/16/18	WW Inspect plow truck	255-43200.432	70.60	14842	01/26/18	
		46	VEHICLE MAINTENANCE				
02050	01/17/18	WW brakes	255-43200.432	790.71	14842	01/26/18	
		50	VEHICLE MAINTENANCE				
19230	12/30/17	SA boots	256-43200.612	207.00	14773	01/26/18	
		3170811	UNIFORMS,BOOTS,ETC				
10510	11/17/17	WW fish wire electric	256-43200.434	31.49	14774	01/26/18	
		717083	PUMP STATION MAINTENANCE				
35260	12/29/17	SAST uniforms	256-43200.612	10.00	14800	01/26/18	
		12181712	UNIFORMS,BOOTS,ETC				

01/26/18  
02:40 pm

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17081 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 01/25/18 To 01/26/18 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				385108.26		



02/02/18  
01:29 pm

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17081 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 02/02/18 To 02/04/18 & Fund 2

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Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
09345	01/05/18	BASIC	AD cobra admin village	210-41320.210	30.00	14868	02/04/18
			40101667	HEALTH INS & OTHER BENEFIT			
10510	11/27/17	BLUE TARP FINANCIAL INC	Salt Spreader	210-45220.610	19.99	14870	02/04/18
			717107	SUPPLIES			
10510	12/04/17	BLUE TARP FINANCIAL INC	Misc Supplies	210-45220.610	17.17	14870	02/04/18
			717127	SUPPLIES			
10510	12/13/17	BLUE TARP FINANCIAL INC	Shovels	210-45220.610	81.97	14870	02/04/18
			717181	SUPPLIES			
40205	01/09/18	CDW-G	FN/AD TONER BLK COPIER	210-41320.610	24.64	14873	02/04/18
			LJJ3963	SUPPLIES			
V10617	01/09/18	CHADWICK-BAROSS	ST belt	210-43110.432	42.15	14874	02/04/18
			C96704	VEHICLE MAINTENANCE			
04940	01/12/18	COMCAST	ST tv internet cable	210-43110.610	27.79	14877	02/04/18
			0091811 1/12	SUPPLIES			
04940	01/12/18	COMCAST	ST tv internet cable	210-43125.610	150.05	14877	02/04/18
			0091811 1/12	WINTER MAINTENANCE			
35260	01/17/18	EAST COAST PRINTERS INC	ST print on vest	210-43110.612	36.00	14879	02/04/18
			01171816	UNIFORMS,BOOTS,ETC			
41410	11/30/17	FINANCIAL OPERATIONS	ST traffic light maintenc	210-43123.570	624.49	14881	02/04/18
			113018D	TRAFFIC LIGHTS MAINTENANC			
41410	12/31/17	FINANCIAL OPERATIONS	ST traffic light maintnce	210-43123.570	118.46	14881	02/04/18
			TR0406V12/31	TRAFFIC LIGHTS MAINTENANC			
25390	01/19/18	FIRST NATIONAL BANK OMAHA	EJRP Visa Credit Card	210-45110.500	200.00	14882	02/04/18
			011918D	TRAINING, CONF, DUES			
25390	01/19/18	FIRST NATIONAL BANK OMAHA	EJRP Visa Credit Card	210-45110.330	5.00	14882	02/04/18
			011918D	OTHER PROFESSIONAL SVCS			
V10226	01/25/18	G & K SERVICES	ST shop towels	210-43110.610	75.37	14885	02/04/18
			6295691502	SUPPLIES			
03180	01/15/18	SAFETY SYSTEMS OF VT LLC	Sensor Replacement	210-45220.330	161.00	14902	02/04/18
			17480	OTHER PROFESSIONAL SVCS			
14800	07/01/17	TECH GROUP INC	VF-SONIC WALL	210-42220.889	870.00	14912	02/04/18
			74525	ROUTINE EQUIPMENT PURCHAS			
29825	01/22/18	VT GAS SYSTEMS	Aspire & Maint Bldg Gas	210-45220.623	1009.01	14921	02/04/18
			012218D	HEATING/NATURAL GAS			
29825	01/22/18	VT GAS SYSTEMS	Admin Bldg Gas	210-45220.623	747.51	14922	02/04/18
			012218D1	HEATING/NATURAL GAS			
28020	01/30/18	VT PLANNERS ASSOC	CD VT PLANNERS MEMBERSHP	210-41970.500	50.00	14928	02/04/18
			013018D	TRAINING,CONF,DUES			
10510	12/12/17	BLUE TARP FINANCIAL INC	VK Sleds	226-45120.610	89.15	14870	02/04/18
			717174	SUPPLIES			
27590	01/23/18	CATAMOUNT COLOR (OFFSET H	Summer Camp Brochure	226-45122.330	894.00	14872	02/04/18
			056527	OTHER PROFESSIONAL SVCS			
19220	01/23/18	CHARLOTTE RECREATION	Wilderness 1st Aid L.G-S	226-45120.500	145.00	14876	02/04/18
			012318D	TRAINING, CONF, DUES			
25390	01/19/18	FIRST NATIONAL BANK OMAHA	EJRP Visa Credit Card	226-45120.610	88.03	14882	02/04/18
			011918D	SUPPLIES			
25390	01/19/18	FIRST NATIONAL BANK OMAHA	EJRP Visa Credit Card	226-45120.610	36.85	14882	02/04/18
			011918D	SUPPLIES			
25390	01/19/18	FIRST NATIONAL BANK OMAHA	EJRP Visa Credit Card	226-45121.330	75.00	14882	02/04/18
			011918D	OTHER PROFESSIONAL SVCS			

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25390	01/19/18	FIRST NATIONAL BANK OMAHA EJRP Visa Credit Card 011918D	226-45120.610 SUPPLIES	27.50	14882	02/04/18
25390	01/19/18	FIRST NATIONAL BANK OMAHA EJRP Visa Credit Card 011918D	226-45120.330 OTHER PROFESSIONAL SVCS	15.00	14882	02/04/18
25390	01/19/18	FIRST NATIONAL BANK OMAHA EJRP Visa Credit Card 011918D	226-45121.330 OTHER PROFESSIONAL SVCS	75.00	14882	02/04/18
45250	01/26/18	NORTHSTAR FIREWORK DISPLA 7/4/18 Fireworks PREPAY 012618D	226-14301.000 PREPAID EXPENSE	7000.00	14896	02/04/18
24830	09/25/17	REINHART FOODSERVICE VK Snack 723233	226-45120.610 SUPPLIES	154.99	14899	02/04/18
24830	09/25/17	REINHART FOODSERVICE VK Snack 725364	226-45120.610 SUPPLIES	144.14	14899	02/04/18
24830	01/23/18	REINHART FOODSERVICE VK Snack 792033	226-45120.610 SUPPLIES	186.27	14899	02/04/18
25180	01/23/18	SOLLACE ADAM Field Trip Reimbursement 012318D	226-45120.580 TRAVEL	344.50	14907	02/04/18
23495	01/22/18	STUDENT TRANSPORTATION OF Vac Camp Bus 100B007413	226-45120.580 TRAVEL	666.13	14910	02/04/18
23495	01/30/18	STUDENT TRANSPORTATION OF VK Bus 100B007446	226-45120.580 TRAVEL	225.72	14910	02/04/18
19250	01/26/18	UNIVERSITY OF VERMONT CPI Training 012618D	226-45120.330 OTHER PROFESSIONAL SVCS	60.00	14916	02/04/18
19175	08/14/17	A. HOOD CONSTRUCTION Exterior Trim 081417D	233-46801.004 MAINT GARAGE/CAMP ADDITIO	6400.00	14864	02/04/18
19175	08/14/17	A. HOOD CONSTRUCTION Roof 081417D1	233-46801.004 MAINT GARAGE/CAMP ADDITIO	24500.00	14864	02/04/18
19175	12/20/17	A. HOOD CONSTRUCTION Interior Frame 122017D	233-46801.004 MAINT GARAGE/CAMP ADDITIO	8500.00	14864	02/04/18
V10609	11/27/17	2G ENERGY INC. WW coolant hose 415081700775	255-43200.570 MAINTENANCE OTHER	39.53	14863	02/04/18
V10609	01/17/18	2G ENERGY INC. WW MAJOR SERVICE M3 415081800014	255-43200.570 MAINTENANCE OTHER	7649.50	14863	02/04/18
V10609	10/30/17	2G ENERGY INC. WW spark plug conn credit 425081700090	255-43200.570 MAINTENANCE OTHER	-148.18	14863	02/04/18
35260	01/26/18	EAST COAST PRINTERS INC WW SAFETY COAT-JUTRAS 11271712	255-43200.612 UNIFORMS,BOOTS,ETC	100.50	14879	02/04/18
24325	01/22/18	RADIO NORTH GROUP INC WW BATTERY 921 24139245	255-43200.570 MAINTENANCE OTHER	95.00	14898	02/04/18

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Town of Essex / Village of EJ Accounts Payable

01:29 pm

Check Warrant Report # 17081 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 02/02/18 To 02/04/18 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
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		Report Total		61654.23		
				=====		

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
14400	ABOVE AND BEYOND	01/15/18	VF CLEANING SERVICE 3313	210-42220.434 MAINT. BUILDINGS/GROUNDS	275.00	14931	02/08/18
05290	ADVANCE AUTO PARTS	12/12/17	ST blade 552734624684	210-43110.432 VEHICLE MAINTENANCE	3.59	14932	02/08/18
05290	ADVANCE AUTO PARTS	01/02/18	ST washer fluid 552800225051	210-43110.610 SUPPLIES	21.00	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/02/18	ST brush 552800225069	210-43110.610 SUPPLIES	26.58	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/02/18	ST supplies 552800258115	210-43110.610 SUPPLIES	73.27	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/03/18	ST battery charger 552800332186	210-43110.610 SUPPLIES	42.51	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/08/18	ST diesel fuel 552800843261	210-43110.626 GAS,GREASE AND OIL	51.37	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/09/18	ST vbelt 552800925251	210-43110.434 MAINT. BUILDINGS/GROUNDS	9.76	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/09/18	ST Trico ice 552800925252	210-43110.432 VEHICLE MAINTENANCE	34.18	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/13/18	ST hydraulic hose 552801358600	210-43110.432 VEHICLE MAINTENANCE	34.04	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/24/18	ST 1/4 extension 552802432783	210-43110.610 SUPPLIES	3.87	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/24/18	ST switch 552802443955	210-43110.432 VEHICLE MAINTENANCE	8.07	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/24/18	ST bulb 552802459000	210-43110.432 VEHICLE MAINTENANCE	6.48	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/24/18	ST heat shrink 552802459022	210-43110.610 SUPPLIES	25.23	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/25/18	ST washer fluid 552802543997	210-43110.610 SUPPLIES	16.59	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/25/18	ST adhesive 552802559076	210-43110.432 VEHICLE MAINTENANCE	11.39	14933	02/08/18
07155	AMERICAN ROCK SALT CO LLC	01/17/18	ST salt 0541178	210-43125.610 WINTER MAINTENANCE	6136.84	14937	02/08/18
07155	AMERICAN ROCK SALT CO LLC	01/18/18	ST salt 0541992	210-43125.610 WINTER MAINTENANCE	1459.50	14937	02/08/18
V9234	BAKER & TAYLOR BOOKS - 51	01/24/18	BL BOOKS 3022021365	210-45551.641 JUVEN COLLECTION-PRNT & E	310.78	14939	02/08/18
10510	BLUE TARP FINANCIAL INC	01/10/18	BL SUPPLIES-DUCK TAPE 1051011018	210-45551.610 SUPPLIES	4.49	14944	02/08/18
10510	BLUE TARP FINANCIAL INC	12/27/17	ST SOAP 717229	210-43110.610 SUPPLIES	3.14	14944	02/08/18
10510	BLUE TARP FINANCIAL INC	12/27/17	ST FASTENERS 717231	210-43110.432 VEHICLE MAINTENANCE	5.30	14944	02/08/18
10510	BLUE TARP FINANCIAL INC	12/29/17	ST TAPE FVC 717242	210-43110.610 SUPPLIES	10.74	14944	02/08/18
10510	BLUE TARP FINANCIAL INC	01/03/18	ST FLOOR CLEANER 717254	210-43110.610 SUPPLIES	11.69	14944	02/08/18
10510	BLUE TARP FINANCIAL INC	01/04/18	ST SPARKER 717256	210-43110.610 SUPPLIES	11.23	14944	02/08/18

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Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17082 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 02/08/18 To 02/09/18 & Fund 2

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
10510	01/04/18	ST FASTENERS 717259	210-43110.610 SUPPLIES	2.16	14944	02/08/18
10510	01/13/18	VF BATTERY CHARGER 717291	210-42220.889 ROUTINE EQUIPMENT PURCHAS	34.19	14944	02/08/18
10510	01/17/18	ST FASTENERS 717295	210-43110.610 SUPPLIES	25.28	14944	02/08/18
10510	01/19/18	ST TRASH BAGS 717298	210-43110.610 SUPPLIES	12.59	14944	02/08/18
10510	01/22/18	ST NUTS 717301	210-43110.610 SUPPLIES	1.80	14944	02/08/18
10510	01/24/18	ST HOSE 717314	210-43110.610 SUPPLIES	45.87	14944	02/08/18
10510	01/25/18	ST BATTERY 717315	210-43110.610 SUPPLIES	4.49	14944	02/08/18
00530	01/15/18	BL books B5207504	210-45551.610 SUPPLIES	7.20	14948	02/08/18
00530	01/15/18	BL books B5207504	210-45551.641 JUVEN COLLECTION-PRNT & E	108.45	14948	02/08/18
00530	01/18/18	BL BOOKS B5211904	210-45551.610 SUPPLIES	8.10	14948	02/08/18
00530	01/18/18	BL BOOKS B5211904	210-45551.641 JUVEN COLLECTION-PRNT & E	90.22	14948	02/08/18
00530	01/18/18	BL books B5212265	210-45551.640 ADULT COLLECTION-PRINT &	68.25	14948	02/08/18
00530	01/18/18	BL books B5212293	210-49346.001 ADULT COLLECTION-PRINT &	23.98	14948	02/08/18
00530	01/23/18	BL books B5215910	210-45551.640 ADULT COLLECTION-PRINT &	140.79	14948	02/08/18
00530	01/23/18	BL books B5215910	210-45551.610 SUPPLIES	7.20	14948	02/08/18
00530	01/23/18	BL books B5215948	210-45551.610 SUPPLIES	0.90	14948	02/08/18
00530	01/23/18	BL books B5215948	210-45551.640 ADULT COLLECTION-PRINT &	5.03	14948	02/08/18
00530	01/23/18	BL books B5215949	210-45551.640 ADULT COLLECTION-PRINT &	114.06	14948	02/08/18
00530	01/23/18	BL books B5215949	210-45551.610 SUPPLIES	4.50	14948	02/08/18
00530	01/24/18	BL books B5217527	210-45551.640 ADULT COLLECTION-PRINT &	23.19	14948	02/08/18
00530	01/24/18	BL books B5217527	210-45551.610 SUPPLIES	0.30	14948	02/08/18
00530	01/24/18	BF books B5217536	210-49345.000 LIBRARY DONATION EXPENDIT	30.93	14948	02/08/18
00530	01/29/18	BL BOOKS B5220582	210-45551.641 JUVEN COLLECTION-PRNT & E	139.17	14948	02/08/18
00530	01/29/18	BL BOOKS B5220582	210-45551.610 SUPPLIES	10.80	14948	02/08/18
13800	01/05/18	BF youth program 01052018	210-49345.000 LIBRARY DONATION EXPENDIT	50.00	14949	02/08/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
13800	01/05/18	BF YOUTH PROGRAM 01052018D	210-49345.000 LIBRARY DONATION EXPENDIT	50.00	14949	02/08/18
16030	01/18/18	VF ELECTRICAL WORK-STATIO 32706	210-42220.434 MAINT. BUILDINGS/GROUNDS	245.30	14950	02/08/18
03000	01/12/18	ST salt 2903866460	210-43125.610 WINTER MAINTENANCE	6533.09	14951	02/08/18
03000	01/17/18	ST salt 2903877701	210-43125.610 WINTER MAINTENANCE	2182.59	14951	02/08/18
V10633	01/17/18	BL supplies 30418877	210-45551.610 SUPPLIES	81.41	14952	02/08/18
26395	11/30/17	TC/VC Vt.15 EthanA/WestSt 18-11-237	210-41335.813 MATCHING GRANT FUNDS	145.42	14953	02/08/18
40205	01/09/18	AD PARTS VIL CONF ROOM TV LJJ1586	210-41320.560 TRUSTEES EXPENDITURES	168.04	14954	02/08/18
40205	01/10/18	AD PARTS VILL CONF ROOM LJK3350	210-41320.560 TRUSTEES EXPENDITURES	54.66	14954	02/08/18
33190	01/05/18	VF BE5 ENGINE MAINTENANCE RC64113	210-42220.432 VEHICLE MAINTENANCE	2876.68	14955	02/08/18
23525	01/23/18	ST DEF 399627	210-43110.626 GAS,GREASE AND OIL	23.97	14957	02/08/18
24305	01/25/18	BL supplies 6297449	210-45551.610 SUPPLIES	112.66	14964	02/08/18
25715	01/24/18	CD 12/1-12/31 eng fees 01241818912	210-15102.000 EXCHANGE - ENGI/LEGAL	690.00	14965	02/08/18
23580	01/27/18	VF E21 PUMP MAINTENANCE 12018	210-42220.432 VEHICLE MAINTENANCE	525.00	14967	02/08/18
24045	01/23/18	ST ice melt 195651	210-43125.610 WINTER MAINTENANCE	73.00	14968	02/08/18
05020	01/31/18	LH WATER BILL 0118LN02SPRI	210-41940.410 WATER AND SEWER CHARGE	68.32	14972	02/08/18
05020	01/31/18	LH WATER BILL 0118LNCS0002	210-41940.410 WATER AND SEWER CHARGE	74.86	14972	02/08/18
41420	12/20/17	BL BUILDING & GROUNDS 6270	210-45551.434 MAINT. BUILDINGS/GROUNDS	324.69	14973	02/08/18
25600	02/06/18	AD GEORGE DUNBAR JR DONAT 020618D	210-41320.560 TRUSTEES EXPENDITURES	50.00	14974	02/08/18
21845	01/19/18	Min finance fee 011918D	210-15101.000 EXCHANGE - GENERAL	1.75	14976	02/08/18
21845	01/03/18	BL youth programming 442479	210-45551.837 CHILDRENS PROGRAMS	22.23	14976	02/08/18
21845	01/11/18	BL supplies 5017	210-45551.610 SUPPLIES	83.90	14976	02/08/18
21845	01/09/18	BL youth program supplies 9194010918	210-45551.837 CHILDRENS PROGRAMS	22.60	14976	02/08/18
21740	01/19/18	Min finance fee 011919D	210-15101.000 EXCHANGE - GENERAL	1.75	14977	02/08/18
21840	12/20/17	CD lunch w/ C Hunter 122117A	210-41970.610 SUPPLIES	36.00	14978	02/08/18
21840	01/19/18	CD lunch w/ L Kahn global 122917A	210-41970.610 SUPPLIES	13.39	14978	02/08/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25410	01/19/18	Min finance fee 011918D	210-15101.000 EXCHANGE - GENERAL	2.67	14979	02/08/18
19005	01/10/18	ST telephone svc 3933936	210-43110.535 TELEPHONE SERVICES	35.93	14981	02/08/18
19005	01/15/18	VF PHONE 3933958	210-42220.535 TELEPHONE SERVICES	102.69	14981	02/08/18
07010	01/12/18	VA Jan consolidated bill 01180206201	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	445.33	14990	02/08/18
07010	01/12/18	VA Jan consolidated bill 01180206201	210-42220.622 ELECTRICAL SERVICE	635.57	14990	02/08/18
07010	01/12/18	VA Jan consolidated bill 01180206201	210-41940.622 ELECTRICAL SERVICE	635.57	14990	02/08/18
07010	01/12/18	VA Jan consolidated bill 01180206201	210-43110.622 ELECTRICAL SERVICE	389.74	14990	02/08/18
07010	01/12/18	VA Jan consolidated bill 01180206201	210-45551.622 ELECTRICAL SERVICE	1132.89	14990	02/08/18
07010	01/12/18	VA Jan consolidated bill 01180206201	210-43160.622 STREET LIGHTS - ELECTRICI	10824.50	14990	02/08/18
07010	01/18/18	Park St school electric 01184365238	210-49400.622 ELECTRICITY	260.71	14991	02/08/18
19260	02/01/18	BL ADULT PROGRAM 02012018TG	210-45551.836 ADULT PROGRAMS	250.00	14993	02/08/18
37715	01/19/18	AD CONF ROOM TV 34615	210-41320.560 TRUSTEES EXPENDITURES	396.84	14997	02/08/18
45410	12/19/17	VF UNIFORM 88039	210-42220.612 UNIFORMS,BOOTS,ETC	750.00	15000	02/08/18
05980	11/15/17	VF WINDOW REGULATOR PBFA075	210-42220.432 VEHICLE MAINTENANCE	250.73	15004	02/08/18
24960	01/16/18	VA Feb dental 180116	210-41970.210 HEALTH INS & OTHER BENEFI	165.87	15013	02/08/18
24960	01/16/18	VA Feb dental 180116	210-41320.210 HEALTH INS & OTHER BENEFI	248.82	15013	02/08/18
24960	01/16/18	VA Feb dental 180116	210-45551.210 HEALTH INS & OTHER BENEFI	497.62	15013	02/08/18
24960	01/16/18	VA Feb dental 180116	210-43151.210 HEALTH INS & OTHER BENEFI	43.96	15013	02/08/18
24960	01/16/18	VA Feb dental 180116	210-41335.210 HEALTH INS & OTHER BENEFI	82.94	15013	02/08/18
24960	01/16/18	VA Feb dental 180116	210-45110.210 HEALTH INS & OTHER BENEFI	443.88	15013	02/08/18
24960	01/16/18	VA Feb dental 180116	210-45220.210 HEALTH INS & OTHER BENEFI	66.60	15013	02/08/18
24960	01/16/18	VA Feb dental 180116	210-43110.210 HEALTH INS & OTHER BENEFI	281.98	15013	02/08/18
18010	01/10/18	VF FIRE BOOTS 3318969	210-42220.612 UNIFORMS,BOOTS,ETC	320.82	15017	02/08/18
18010	01/23/18	VF TRAFFIC CONES 3319708	210-42220.889 ROUTINE EQUIPMENT PURCHAS	213.16	15017	02/08/18
02050	12/11/17	ST tow sidewalk machine 7	210-43110.432 VEHICLE MAINTENANCE	85.00	15027	02/08/18

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
V20401	SCHOLASTIC LIBRARY PUBLIS	01/24/18	BL BOOKS 16436261	210-45551.641 JUVEN COLLECTION-PRNT & E	76.05	15032	02/08/18
V20401	SCHOLASTIC LIBRARY PUBLIS	01/25/18	BL BOOKS 16440979	210-45551.641 JUVEN COLLECTION-PRNT & E	76.05	15032	02/08/18
09105	SECURE SHRED	01/30/18	AD SHREDDING SERVICE 266260	210-41940.434 MAINT. BUILDINGS/GROUNDS	125.00	15033	02/08/18
21000	UNIFIRST CORPORATION	01/24/18	BL mats 0361856453	210-45551.434 MAINT. BUILDINGS/GROUNDS	45.40	15040	02/08/18
11935	VIKING-CIVES USA	01/16/18	ST cable 4478731	210-43110.432 VEHICLE MAINTENANCE	80.67	15042	02/08/18
V9968	VISION SERVICE PLAN-	01/19/18	VA FEB VISION-VILLAGE 180119	210-45110.210 HEALTH INS & OTHER BENEFI	83.46	15043	02/08/18
V9968	VISION SERVICE PLAN-	01/19/18	VA FEB VISION-VILLAGE 180119	210-45220.210 HEALTH INS & OTHER BENEFI	13.08	15043	02/08/18
V9968	VISION SERVICE PLAN-	01/19/18	VA FEB VISION-VILLAGE 180119	210-43110.210 HEALTH INS & OTHER BENEFI	55.40	15043	02/08/18
V9968	VISION SERVICE PLAN-	01/19/18	VA FEB VISION-VILLAGE 180119	210-41320.210 HEALTH INS & OTHER BENEFI	48.89	15043	02/08/18
V9968	VISION SERVICE PLAN-	01/19/18	VA FEB VISION-VILLAGE 180119	210-43151.210 HEALTH INS & OTHER BENEFI	8.64	15043	02/08/18
V9968	VISION SERVICE PLAN-	01/19/18	VA FEB VISION-VILLAGE 180119	210-45551.210 HEALTH INS & OTHER BENEFI	97.76	15043	02/08/18
V9968	VISION SERVICE PLAN-	01/19/18	VA FEB VISION-VILLAGE 180119	210-41970.210 HEALTH INS & OTHER BENEFI	32.59	15043	02/08/18
V9968	VISION SERVICE PLAN-	01/19/18	VA FEB VISION-VILLAGE 180119	210-41335.210 HEALTH INS & OTHER BENEFI	16.29	15043	02/08/18
29825	VT GAS SYSTEMS	01/22/18	PK ST SCHOL 12/15/17-1/17 226201201222	210-49400.623 NATURAL GAS	792.99	15044	02/08/18
29825	VT GAS SYSTEMS	01/22/18	VA 1/22-2/16/18 0118	210-45551.623 HEATING/NATURAL GAS	1539.80	15045	02/08/18
29825	VT GAS SYSTEMS	01/22/18	VA 1/22-2/16/18 0118	210-43110.623 HEATING/NATURAL GAS	988.59	15045	02/08/18
29825	VT GAS SYSTEMS	01/22/18	VA 1/22-2/16/18 0118	210-42220.623 HEATING/NATURAL GAS	1507.66	15045	02/08/18
29825	VT GAS SYSTEMS	01/22/18	VA 1/22-2/16/18 0118	210-41940.623 HEATING/NATURAL GAS	1344.26	15045	02/08/18
34580	VT GOVERNMENT FINANCE OFF	01/25/18	FN/AD workshop 02218LM	210-41320.500 TRAINING, CONFERENCES, DU	25.00	15047	02/08/18
34580	VT GOVERNMENT FINANCE OFF	01/29/18	FN/AD VTGFOA winter wksp VTGFOAWWSM	210-41320.500 TRAINING, CONFERENCES, DU	25.00	15047	02/08/18
12265	RICOH USA, INC	01/22/18	SC MTHLY COPIER LEASE 100035674	225-45122.610 OPERATIONAL SUPP/EXP	55.83	15021	02/08/18
12265	RICOH USA, INC	02/01/18	SC PHOTOCOPIES 5052254818	225-45122.610 OPERATIONAL SUPP/EXP	14.77	15026	02/08/18
24960	NORTHEAST DELTA DENTAL	01/16/18	VA Feb dental 180116	226-45120.210 HEALTH INS & OTHER BENEFI	262.28	15013	02/08/18
24960	NORTHEAST DELTA DENTAL	01/16/18	VA Feb dental 180116	226-45121.210 HEALTH INS & OTHER BENEFI	321.44	15013	02/08/18
24960	NORTHEAST DELTA DENTAL	01/16/18	VA Feb dental 180116	226-45110.210 HEALTH INS & OTHER BENEFI	34.94	15013	02/08/18



Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
V9968	VISION SERVICE PLAN-	01/19/18	VA FEB VISION-VILLAGE 180119	226-45120.210 HEALTH INS & OTHER BENEFI	63.60	15043	02/08/18
V9968	VISION SERVICE PLAN-	01/19/18	VA FEB VISION-VILLAGE 180119	226-45121.210 HEALTH INS & OTHER BENEFI	64.96	15043	02/08/18
V9968	VISION SERVICE PLAN-	01/19/18	VA FEB VISION-VILLAGE 180119	226-45110.210 HEALTH INS & OTHER BENEFI	9.01	15043	02/08/18
36240	DUBOIS & KING INC	01/30/18	WW 11/10/17-1/25/18 SERVI 123507	230-46801.710 BRICK/MANSF STRM CA0462	10003.33	14966	02/08/18
10510	BLUE TARP FINANCIAL INC	01/08/18	VW CONCRETE MIX 717272	254-43200.430 WATER LINES MAINT-BREAKS	14.83	14944	02/08/18
07010	GREEN MOUNTAIN POWER CORP	01/12/18	VA Jan consolidated bill 01180206201	254-43200.622 ELECTRICAL SERVICE	71.37	14990	02/08/18
37605	NEW ENGLAND MUNICIPAL RES	01/28/18	SA/VW WATER BILLING SUPRT 41020	254-43332.007 UB CONVERSION TO NEMRC	20.83	15011	02/08/18
37605	NEW ENGLAND MUNICIPAL RES	01/28/18	SA/VW WATER BILLING SUPRT 41021	254-43332.007 UB CONVERSION TO NEMRC	41.67	15011	02/08/18
37605	NEW ENGLAND MUNICIPAL RES	01/28/18	SA/VW WATER BILLING SUPPR 41022	254-43332.007 UB CONVERSION TO NEMRC	125.00	15011	02/08/18
24960	NORTHEAST DELTA DENTAL	01/16/18	VA Feb dental 180116	254-43200.210 HEALTH INS & OTHER BENEFI	124.40	15013	02/08/18
V9968	VISION SERVICE PLAN-	01/19/18	VA FEB VISION-VILLAGE 180119	254-43200.210 HEALTH INS & OTHER BENEFI	24.44	15043	02/08/18
29025	VT GAS SYSTEMS	01/22/18	VA 1/22-2/16/18 0118	254-43200.623 HEATING/NATURAL GAS	620.07	15045	02/08/18
05290	ADVANCE AUTO PARTS	01/05/18	WW light parts 552800558293	255-43200.432 VEHICLE MAINTENANCE	67.49	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/05/18	WW light parts 552800558293	255-43200.570 MAINTENANCE OTHER	87.25	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/05/18	WW wipers 552800558294	255-43200.410 WATER AND SEWER CHARGE	6.40	14933	02/08/18
05290	ADVANCE AUTO PARTS	01/08/18	WW light accessories 552800843278	255-43200.432 VEHICLE MAINTENANCE	97.99	14933	02/08/18
07465	BIBENS ACE HARDWARE INC	01/05/18	WW wrench set 29805	255-43200.570 MAINTENANCE OTHER	79.99	14942	02/08/18
10510	BLUE TARP FINANCIAL INC	01/16/18	WW PROPANE TORCH 717292	255-43200.570 MAINTENANCE OTHER	33.29	14944	02/08/18
10510	BLUE TARP FINANCIAL INC	01/17/18	WW WALLBOARD REPAIRS 717296	255-43200.570 MAINTENANCE OTHER	11.05	14944	02/08/18
10510	BLUE TARP FINANCIAL INC	01/23/18	WW PLIERS 717308	255-43200.570 MAINTENANCE OTHER	32.38	14944	02/08/18
10510	BLUE TARP FINANCIAL INC	01/24/18	WW TARP-SALT 717312	255-43200.570 MAINTENANCE OTHER	5.39	14944	02/08/18
11870	CVC PAGING	01/26/18	WW REPLACEMENT PAGER 10341746	255-43200.535 TELEPHONE SERVICES	135.95	14961	02/08/18
06870	ENDYNE INC	01/24/18	WW high strength waste 254351	255-43200.577 CONTRACT LABORATORY SERVI	270.00	14969	02/08/18
06870	ENDYNE INC	01/31/18	WW Q4 2017 EXTRA TESTS 254816	255-43200.577 CONTRACT LABORATORY SERVI	85.00	14969	02/08/18
06870	ENDYNE INC	01/31/18	WW Q1 2018 SLUDGE & PCB 254817	255-43200.577 CONTRACT LABORATORY SERVI	690.00	14969	02/08/18

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
01010	ESSEX AGWAY	01/23/18	WW deice compound 324803	255-43200.610 SUPPLIES	35.07	14970	02/08/18
21740	FIRST NATIONAL BANK OMAHA	01/19/18	WW engineer lunch meeting 010818B	255-43200.500 TRAINING, CONFERENCES, DU	12.04	14977	02/08/18
21740	FIRST NATIONAL BANK OMAHA	01/19/18	WW mineral oil, p Jelly 011018C	255-43200.570 MAINTENANCE OTHER	25.44	14977	02/08/18
21740	FIRST NATIONAL BANK OMAHA	01/19/18	WW Dec Free Press 122817A	255-43200.610 SUPPLIES	23.00	14977	02/08/18
07010	GREEN MOUNTAIN POWER CORP	01/18/18	WW 12/19-1/18/18 0118013247	255-43200.622 ELECTRICAL SERVICE	11056.98	14989	02/08/18
23980	INTERSTATE ALL BATTERY CE	01/25/18	WW ups batteries 190320100983	255-43200.570 MAINTENANCE OTHER	324.90	14998	02/08/18
23980	INTERSTATE ALL BATTERY CE	01/29/18	WW 6V BATTERY 190320100984	255-43200.570 MAINTENANCE OTHER	25.20	14998	02/08/18
23980	INTERSTATE ALL BATTERY CE	02/02/18	WW UPS BATTERIES 190320100987	255-43200.570 MAINTENANCE OTHER	374.40	14998	02/08/18
V1210	JUTRAS/JAMES//	01/31/18	WW NEWEA BOSTON EXPENSES 013118D	255-43200.500 TRAINING, CONFERENCES, DU	437.70	15002	02/08/18
V9769	KEMIRA WATER SOLUTIONS	11/08/17	WW FERROUS CHLORIDE 9017576888	255-43200.619 CHEMICALS	3392.74	15003	02/08/18
24620	MILTON RENTAL AND SALES	01/15/18	WW wheel loader as bid 1555645	255-43330.013 WHEEL LOADER	65405.70	15009	02/08/18
24960	NORTHEAST DELTA DENTAL	01/16/18	VA Feb dental 180116	255-43200.210 HEALTH INS & OTHER BENEFIT	428.78	15011	02/08/18
12265	RICOH USA, INC	01/22/18	WW monthly copier , usage 100035079	255-43200.610 SUPPLIES	252.46	15020	02/08/18
V2124	STAPLES ADVANTAGE	01/13/18	WW prestring tags 3365267587	255-43200.610 SUPPLIES	52.39	15035	02/08/18
V2124	STAPLES ADVANTAGE	01/20/18	WW SCANNER SUPPLIES 8048332277	255-43200.610 SUPPLIES	131.36	15035	02/08/18
36825	THE SMALL ENGINE CO INC	01/19/18	WW shear bolts 076668	255-43200.570 MAINTENANCE OTHER	34.86	15038	02/08/18
V9968	VISION SERVICE PLAN-	01/19/18	VA FEB VISION-VILLAGE 180119	255-43200.210 HEALTH INS & OTHER BENEFIT	84.24	15043	02/08/18
29825	VT GAS SYSTEMS	01/22/18	VA 1/22-2/16/18 0118	255-43200.623 HEATING/NATURAL GAS	4319.07	15045	02/08/18
07565	W B MASON CO INC	01/12/18	WW distilled water 51436922	255-43200.618 SUPPLIES - LABORATORY	53.94	15049	02/08/18
07010	GREEN MOUNTAIN POWER CORP	01/12/18	VA Jan consolidated bill 01180206201	256-43200.622 ELECTRICAL SERVICE	1200.31	14990	02/08/18
07010	GREEN MOUNTAIN POWER CORP	01/12/18	VA Jan consolidated bill 01180206201	256-43220.001 SUSIE WILSON PS COSTS	576.53	14990	02/08/18
07010	GREEN MOUNTAIN POWER CORP	01/12/18	VA Jan consolidated bill 01180206201	256-43220.002 WEST ST PS COSTS	642.83	14990	02/08/18
37605	NEW ENGLAND MUNICIPAL RES	01/28/18	SA/VW WATER BILLING SUPRT 41020	256-43332.007 UB CONVERSION TO NEMRC	41.67	15011	02/08/18
37605	NEW ENGLAND MUNICIPAL RES	01/28/18	SA/VW WATER BILLING SUPRT 41021	256-43332.007 UB CONVERSION TO NEMRC	83.33	15011	02/08/18
37605	NEW ENGLAND MUNICIPAL RES	01/28/18	SA/VW WATER BILLING SUPPR 41022	256-43332.007 UB CONVERSION TO NEMRC	250.00	15011	02/08/18

02/08/18

Town of Essex / Village of EJ Accounts Payable

02:03 pm

Check Warrant Report # 17082 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 02/08/18 To 02/09/18 & Fund 2

HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24960	01/16/18	NORTHEAST DELTA DENTAL VA Feb dental 180116	256-43200.210 HEALTH INS & OTHER BENEFI	199.05	15013	02/08/18
11555	01/15/18	RUSSELL RESOURCES INC SA vac pump rebuild kts 183214	256-43200.434 PUMP STATION MAINTENANCE	280.42	15029	02/08/18
36130	01/23/18	VERIZON WIRELESS SA 12/24/17-1/23/18 SERVI 9800505512	256-43220.001 SUSIE WILSON PS COSTS	36.73	15041	02/08/18
36130	01/23/18	VERIZON WIRELESS SA 12/24/17-1/23/18 SERVI 9800505512	256-43220.002 WEST ST PS COSTS	36.73	15041	02/08/18
36130	01/23/18	VERIZON WIRELESS SA 12/24/17-1/23/18 SERVI 9800505512	256-43200.434 PUMP STATION MAINTENANCE	142.58	15041	02/08/18
V9968	01/19/18	VISION SERVICE PLAN- VA FEB VISION-VILLAGE 180119	256-43200.210 HEALTH INS & OTHER BENEFI	39.10	15043	02/08/18
29825	01/22/18	VT GAS SYSTEMS VA 1/22-2/16/18 0118	256-43200.623 HEATING/NATURAL GAS	196.15	15045	02/08/18
29825	01/22/18	VT GAS SYSTEMS VA 1/22-2/16/18 0118	256-43220.001 SUSIE WILSON PS COSTS	50.16	15045	02/08/18
29825	01/22/18	VT GAS SYSTEMS VA 1/22-2/16/18 0118	256-43220.002 WEST ST PS COSTS	41.53	15045	02/08/18
Report Total				----- 153326.14 =====		

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-31101.000 PROPERTY TAXES-CURRENT	3,285,170.00	1,787,819.06	1,497,350.94	54.42%	0.00
210-33546.000 STATE FOR VT PILOT & CURR	2,000.00	0.00	2,000.00	0.00%	0.00
210-33582.000 ESSEX TOWN CONTRIB. TO LI	15,000.00	0.00	15,000.00	0.00%	0.00
210-33582.001 TOWN STORMWATER PAYMENT	61,460.00	30,730.00	30,730.00	50.00%	0.00
210-33582.002 TOWN STREET DEPT PAYMENT	1,059,989.00	529,994.50	529,994.50	50.00%	0.00
210-34130.000 LICENSE AND ZONING FEE	58,000.00	14,210.00	43,790.00	24.50%	2,540.00
210-34131.000 WHITCOMB FARM SOLAR PILOT	5,000.00	0.00	5,000.00	0.00%	0.00
210-34221.000 MISCELLANEOUS FIRE RECEIP	20.00	0.00	20.00	0.00%	0.00
210-35130.000 STATE DISTRICT COURT FINE	1,000.00	464.00	536.00	46.40%	38.50
210-36102.000 INTEREST EARNINGS	1,500.00	1,111.10	388.90	74.07%	0.00
210-36201.000 PARKING SPACE FEES	4,800.00	3,200.00	1,600.00	66.67%	800.00
210-36400.000 BLOCK PARTY CONTRIBUTIONS	1,500.00	0.00	1,500.00	0.00%	0.00
210-36603.000 MISC. - UNCLASSIFIED RECE	2,000.00	2,297.41	-297.41	114.87%	1,877.78
210-36605.000 MISCELLANEOUS STREET RECE	4,000.00	2,067.00	1,933.00	51.68%	0.00
210-36606.000 MISCELLANEOUS LIBRARY REC	500.00	260.00	240.00	52.00%	0.00
210-36606.010 REC & PARK NON-RES FEES	22,000.00	3,227.43	18,772.57	14.67%	0.00
210-39154.000 SERVICE FEE - WATER	92,948.00	46,474.00	46,474.00	50.00%	0.00
210-39155.000 SERVICE FEE - WWTP	46,474.00	23,237.00	23,237.00	50.00%	0.00
210-39156.000 SERVICE FEE - SANITATION	92,948.00	46,474.00	46,474.00	50.00%	0.00
<b>210-395 UNBUDGETED REVENUE</b>					
210-39508.000 DONATIONS TO LIBRARY	0.00	10,307.11	-10,307.11	100.00%	4,239.61
210-39508.001 BROWNELL LIBRARY GRANTS	0.00	635.00	-635.00	100.00%	0.00
210-39581.000 MISCELLANEOUS STATE GRANT	0.00	650.00	-650.00	100.00%	0.00
210-39590.001 ADULT REPLACEMENT RECEIPT	0.00	1,233.09	1,233.09	100.00%	810.09
210-39590.002 JUVENILE REPLACEMENT RECE	0.00	505.00	-505.00	100.00%	152.00
<b>Total UNBUDGETED REVENUE</b>	<b>0.00</b>	<b>13,330.20</b>	<b>-13,330.20</b>	<b>100.00%</b>	<b>5,201.70</b>
<b>Total Revenues</b>	<b>4,756,309.00</b>	<b>2,504,895.70</b>	<b>2,251,413.30</b>	<b>52.66%</b>	<b>10,457.98</b>
<b>210-41 GENERAL GOVERNMENT</b>					
<b>210-413 GENERAL EXPENSES</b>					
<b>210-41320 ADMINISTRATION</b>					
<b>210-41320.1 ADMIN SALARIES</b>					
210-41320.110 SALARIES REGULAR	195,666.00	111,201.64	84,464.36	56.83%	16,772.00
210-41320.130 SALARIES OVERTIME	3,500.00	5,169.82	-1,669.82	147.71%	212.95
210-41320.140 SALARIES PART TIME	19,234.00	4,418.84	14,815.16	22.97%	0.00
210-41320.150 MANAGER CONTRACT	66,835.00	39,004.56	27,830.44	58.36%	5,572.08
<b>Total ADMIN SALARIES</b>	<b>285,235.00</b>	<b>159,794.86</b>	<b>125,440.14</b>	<b>56.02%</b>	<b>22,557.03</b>
<b>210-41320.2 ADMIN BENEFITS</b>					
210-41320.210 HEALTH INS & OTHER BENEFIT	58,044.00	31,527.70	26,516.30	54.32%	4,288.00
210-41320.220 SOCIAL SECURITY	17,096.00	10,010.05	7,085.95	58.55%	1,331.85
210-41320.226 WORKERS COMP INSURANCE	774.00	363.52	410.48	46.97%	51.49
210-41320.230 RETIREMENT	19,567.00	10,872.62	8,694.38	55.57%	1,674.40
210-41320.250 UNEMPLOYMENT INSURANCE	317.00	49.01	267.99	15.46%	35.30
210-41320.291 HEALTH IMPROV PROGRAMS	1,600.00	0.00	1,600.00	0.00%	0.00
<b>Total ADMIN BENEFITS</b>	<b>97,398.00</b>	<b>52,822.90</b>	<b>44,575.10</b>	<b>54.23%</b>	<b>7,381.04</b>

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-41320.310 BOARD MEMBER FEES	2,500.00	1,250.00	1,250.00	50.00%	0.00
210-41320.320 LEGAL SERVICES	15,000.00	9,834.00	5,166.00	65.56%	1,897.50
210-41320.330 OTHER PROFESSIONAL SERVIC	16,000.00	10,229.42	5,770.58	63.93%	282.55
210-41320.335 AUDIT	6,063.00	7,026.25	-963.25	115.89%	2,021.25
210-41320.340 COMPUTER EXPENSES	4,000.00	4,292.39	-292.39	107.31%	493.12
210-41320.442 LEASED SERVICES	4,000.00	2,282.93	1,717.07	57.07%	298.08
210-41320.500 TRAINING, CONFERENCES, DU	9,300.00	1,362.27	7,937.73	14.65%	209.85
210-41320.521 LIABILITY & PROPERTY INS.	7,140.00	5,822.39	1,317.61	81.55%	0.00
210-41320.522 PUBLIC OFFICIALS LIABILIT	6,172.00	5,955.75	216.25	96.50%	0.00
210-41320.530 COMMUNICATIONS	19,167.00	9,667.62	9,499.38	50.44%	251.95
210-41320.535 TELEPHONE SERVICES	1,980.00	1,113.38	866.62	56.23%	139.49
210-41320.536 POSTAGE	3,500.00	921.84	2,578.16	26.34%	0.00
210-41320.550 PRINTING AND ADVERTISING	5,500.00	681.00	4,819.00	12.38%	115.00
210-41320.560 TRUSTEES EXPENDITURES	4,000.00	840.61	3,159.39	21.02%	87.45
210-41320.571 PAY & CLASSIFICATION STUD	6,047.00	0.00	6,047.00	0.00%	0.00
210-41320.580 TRAVEL	2,000.00	0.00	2,000.00	0.00%	0.00
210-41320.610 SUPPLIES	6,000.00	3,491.87	2,508.13	58.20%	966.17
210-41320.820 ELECTIONS	1,500.00	0.00	1,500.00	0.00%	0.00
210-41320.835 HOLIDAY EXPENSE	1,000.00	200.00	800.00	20.00%	0.00
<b>Total ADMINISTRATION</b>	<b>503,502.00</b>	<b>277,889.48</b>	<b>225,612.52</b>	<b>55.13%</b>	<b>36,700.48</b>
<b>210-41335 ECONOMIC DEVELOPMENT</b>					
<b>210-41335.1 ECON DEV SALARIES</b>					
210-41335.110 SALARIES REGULAR	31,060.00	16,875.13	14,184.87	54.33%	2,389.20
210-41335.140 SALARIES PART TIME	4,950.00	0.00	4,950.00	0.00%	0.00
<b>Total ECON DEV SALARIES</b>	<b>36,010.00</b>	<b>16,875.13</b>	<b>19,134.87</b>	<b>46.86%</b>	<b>2,389.20</b>
<b>210-41335.2 ECON DEV BENEFITS</b>					
210-41335.210 HEALTH INS & OTHER BENEFIT	19,348.00	9,811.37	9,536.63	50.71%	1,304.65
210-41335.220 SOCIAL SECURITY	2,782.00	1,318.57	1,463.43	47.40%	182.92
210-41335.226 WORKERS COMP INSURANCE	129.00	50.68	78.32	39.29%	7.16
210-41335.230 RETIREMENT	3,106.00	1,683.80	1,422.20	54.21%	238.96
210-41335.250 UNEMPLOYMENT INSURANCE	126.00	6.84	119.16	5.43%	0.00
<b>Total ECON DEV BENEFITS</b>	<b>25,491.00</b>	<b>12,871.26</b>	<b>12,619.74</b>	<b>50.49%</b>	<b>1,733.69</b>
210-41335.521 LIABILITY & PROPERTY INS.	204.00	299.46	-95.46	146.79%	0.00
210-41335.810 COMMUNITY EVENTS & PROGRA	4,000.00	2,582.85	1,417.15	64.57%	0.00
210-41335.811 ANNUAL SUPPORT OF ORGNIZA	7,700.00	7,581.00	119.00	98.45%	0.00
210-41335.812 NEW PROGRAMS	2,500.00	1,500.00	1,000.00	60.00%	0.00
210-41335.813 MATCHING GRANT FUNDS	10,000.00	145.42	9,854.58	1.45%	145.42
210-41335.835 BLOCK PARTY EXPENSE	7,000.00	5,459.52	1,540.48	77.99%	0.00
<b>Total ECONOMIC DEVELOPMENT</b>	<b>92,905.00</b>	<b>47,314.64</b>	<b>45,590.36</b>	<b>50.93%</b>	<b>4,268.31</b>
<b>Total GENERAL EXPENSES</b>	<b>596,407.00</b>	<b>324,904.12</b>	<b>271,502.88</b>	<b>54.48%</b>	<b>40,968.79</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>210-41940 LINCOLN HALL</b>					
210-41940.410 WATER AND SEWER CHARGE	1,000.00	472.59	527.41	47.26%	0.00
210-41940.423 CONTRACT SERVICES	9,000.00	5,117.30	3,882.70	56.86%	600.00
210-41940.434 MAINT. BUILDINGS/GROUNDS	10,000.00	7,105.89	2,894.11	71.06%	297.40
210-41940.521 LIABILITY & PROPERTY INS.	6,294.00	4,311.83	1,982.17	68.51%	0.00
210-41940.535 TELEPHONE SERVICES	480.00	277.38	202.62	57.79%	40.36
210-41940.565 RUBBISH REMOVAL	2,200.00	1,113.68	1,086.32	50.62%	0.00
210-41940.610 SUPPLIES	2,500.00	1,315.00	1,185.00	52.60%	209.61
210-41940.622 ELECTRICAL SERVICE	7,500.00	3,748.91	3,751.09	49.99%	635.57
210-41940.623 HEATING/NATURAL GAS	6,400.00	2,754.77	3,645.23	43.04%	2,094.47
210-41940.891 CAPITAL OUTLAY	5,500.00	5,236.95	263.05	95.22%	0.00
<b>Total LINCOLN HALL</b>	<b>50,874.00</b>	<b>31,454.30</b>	<b>19,419.70</b>	<b>61.83%</b>	<b>3,877.41</b>
<b>210-41970 COMMUNITY DEVELOPMENT</b>					
<b>210-41970.1 COM DEV SALARIES</b>					
210-41970.110 SALARIES REGULAR	142,264.00	78,801.72	63,462.28	55.39%	10,895.29
<b>Total COM DEV SALARIES</b>	<b>142,264.00</b>	<b>78,801.72</b>	<b>63,462.28</b>	<b>55.39%</b>	<b>10,895.29</b>
<b>210-41970.2 COM DEV BENEFITS</b>					
210-41970.210 HEALTH INS & OTHER BENEFIT	38,696.00	19,272.75	19,423.25	49.81%	2,609.29
210-41970.220 SOCIAL SECURITY	11,212.00	6,232.41	4,979.59	55.59%	842.91
210-41970.226 WORKERS COMP INSURANCE	510.00	240.54	269.46	47.16%	33.28
210-41970.230 RETIREMENT	14,226.00	7,789.04	6,436.96	54.75%	1,076.96
210-41970.250 UNEMPLOYMENT INSURANCE	125.00	0.00	125.00	0.00%	0.00
<b>Total COM DEV BENEFITS</b>	<b>64,769.00</b>	<b>33,534.74</b>	<b>31,234.26</b>	<b>51.78%</b>	<b>4,562.44</b>
210-41970.310 BOARD MEMBER FEES	3,600.00	1,650.00	1,950.00	45.83%	0.00
210-41970.320 LEGAL SERVICES	12,000.00	1,327.02	10,672.98	11.06%	0.00
210-41970.330 OTHER PROFESSIONAL SVCS	6,000.00	0.00	6,000.00	0.00%	0.00
210-41970.340 COMPUTER EXPENSES	0.00	2,021.26	-2,021.26	100.00%	242.88
210-41970.500 TRAINING, CONF, DUES	3,500.00	485.97	3,014.03	13.88%	317.00
210-41970.521 LIABILITY & PROPERTY INS.	2,822.00	2,539.71	282.29	90.00%	0.00
210-41970.522 PUBLIC OFFICIALS LIABILIT	6,172.00	5,955.75	216.25	96.50%	0.00
210-41970.530 COMMUNICATIONS	2,500.00	341.00	2,159.00	13.64%	0.00
210-41970.535 TELEPHONE SERVICES	1,644.00	593.58	1,050.42	36.11%	71.09
210-41970.536 POSTAGE	600.00	202.74	397.26	33.79%	0.00
210-41970.550 PRINTING AND ADVERTISING	3,000.00	798.10	2,201.90	26.60%	276.00
210-41970.580 TRAVEL	2,400.00	1,546.61	853.39	64.44%	200.00
210-41970.610 SUPPLIES	2,000.00	553.19	1,446.81	27.66%	101.12
<b>Total COMMUNITY DEVELOPMENT</b>	<b>253,271.00</b>	<b>130,351.39</b>	<b>122,919.61</b>	<b>51.47%</b>	<b>16,665.82</b>
<b>Total GENERAL GOVERNMENT</b>	<b>900,552.00</b>	<b>486,709.81</b>	<b>413,842.19</b>	<b>54.05%</b>	<b>61,512.02</b>
<b>210-42220 FIRE DEPARTMENT</b>					
<b>210-42220.1 FIRE SALARIES</b>					
210-42220.140 SALARIES - FIREFIGHTERS	162,000.00	107,614.64	54,385.36	66.43%	20,324.10

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total FIRE SALARIES</b>	<b>162,000.00</b>	<b>107,614.64</b>	<b>54,385.36</b>	<b>66.43%</b>	<b>20,324.10</b>
<b>210-42220.2 FIRE BENEFITS</b>					
210-42220.200 EMPLOYEE ASSISTANCE PROGR	864.00	648.00	216.00	75.00%	216.00
210-42220.210 ACCIDENT & DISABILITY INS	3,600.00	0.00	3,600.00	0.00%	0.00
210-42220.220 SOCIAL SECURITY	12,393.00	8,408.52	3,984.48	67.85%	1,554.83
210-42220.226 WORKERS COMP INSURANCE	28,000.00	19,554.71	8,445.29	69.84%	3,649.16
<b>Total FIRE BENEFITS</b>	<b>44,857.00</b>	<b>28,611.23</b>	<b>16,245.77</b>	<b>63.78%</b>	<b>5,419.99</b>
210-42220.410 WATER AND SEWER CHARGE	610.00	257.30	352.70	42.18%	0.00
210-42220.432 VEHICLE MAINTENANCE	17,000.00	29,255.60	-12,255.60	172.09%	756.78
210-42220.434 MAINT. BUILDINGS/GROUNDS	6,000.00	3,194.42	2,805.58	53.24%	0.00
210-42220.443 RADIO MAINTENANCE	1,800.00	1,357.35	442.65	75.41%	891.00
210-42220.500 TRAINING, CONFERENCES, DU	4,000.00	2,061.99	1,938.01	51.55%	730.97
210-42220.521 LIABILITY & PROPERTY INS.	7,968.00	6,149.20	1,818.80	77.17%	0.00
210-42220.535 TELEPHONE SERVICES	3,500.00	2,241.64	1,258.36	64.05%	351.09
210-42220.566 PHYSICAL EXAMS	6,600.00	6,715.00	-115.00	101.74%	749.00
210-42220.570 MAINTENANCE OTHER	15,500.00	10,476.57	5,023.43	67.59%	831.00
210-42220.578 EMERGENCY GENERATOR MAINT	480.00	1,287.99	-807.99	268.33%	0.00
210-42220.610 SUPPLIES	3,000.00	2,646.90	353.10	88.23%	956.16
210-42220.611 NEW EQUIPMENT-RADIOS	1,500.00	0.00	1,500.00	0.00%	0.00
210-42220.612 UNIFORMS,BOOTS,ETC	21,250.00	24,583.02	-3,333.02	115.68%	346.60
210-42220.615 EMS SUPPLIES	1,000.00	402.34	597.66	40.23%	0.00
210-42220.622 ELECTRICAL SERVICE	7,300.00	3,748.91	3,551.09	51.35%	635.57
210-42220.623 HEATING/NATURAL GAS	4,800.00	2,603.67	2,196.33	54.24%	2,148.69
210-42220.626 GAS,GREASE AND OIL	6,000.00	2,636.38	3,363.62	43.94%	451.20
210-42220.838 FIRE PREVENTION	2,000.00	1,772.31	227.69	88.62%	0.00
210-42220.889 ROUTINE EQUIPMENT PURCHAS	15,000.00	3,662.60	11,337.40	24.42%	158.14
<b>Total FIRE DEPARTMENT</b>	<b>332,165.00</b>	<b>241,279.06</b>	<b>90,885.94</b>	<b>72.64%</b>	<b>34,750.29</b>
<b>210-431 STREET DEPARTMENT</b>					
<b>210-43110 STREET GENERAL</b>					
<b>210-43110.1 STREET GENERAL SALARIES</b>					
210-43110.110 SALARIES REGULAR	162,824.00	90,795.07	72,028.93	55.76%	12,493.77
210-43110.130 SALARIES OVERTIME	16,300.00	9,053.26	7,246.74	55.54%	3,383.62
210-43110.140 SALARIES PART TIME	23,304.00	12,120.55	11,183.45	52.01%	878.38
<b>Total STREET GENERAL SALARIES</b>	<b>202,428.00</b>	<b>111,968.88</b>	<b>90,459.12</b>	<b>55.31%</b>	<b>16,755.77</b>
<b>210-43110.2 STREET GENERAL BENEFITS</b>					
210-43110.210 HEALTH INS & OTHER BENEFIT	71,587.00	33,312.37	38,274.63	46.53%	4,597.45
210-43110.220 SOCIAL SECURITY	15,577.00	8,618.75	6,958.25	55.33%	1,288.96
210-43110.226 WORKERS COMP INSURANCE	14,677.00	7,050.07	7,626.93	48.03%	1,102.42
210-43110.230 RETIREMENT	16,282.00	9,141.72	7,140.28	56.15%	1,272.04
210-43110.250 UNEMPLOYMENT INSURANCE	631.00	71.72	559.28	11.37%	38.02
<b>Total STREET GENERAL BENEFITS</b>	<b>118,754.00</b>	<b>58,194.63</b>	<b>60,559.37</b>	<b>49.00%</b>	<b>8,298.89</b>

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-43110.410 WATER AND SEWER CHARGE	1,700.00	892.74	807.26	52.51%	0.00
210-43110.432 VEHICLE MAINTENANCE	22,000.00	13,978.04	8,021.96	63.54%	4,495.93
210-43110.434 MAINT. BUILDINGS/GROUNDS	3,500.00	2,589.70	910.30	73.99%	253.66
210-43110.441 RIGHT OF WAY AGREEMENTS	11,764.00	4,787.34	6,976.66	40.69%	0.00
210-43110.442 EQUIPMENT RENTALS	9,000.00	1,189.00	7,811.00	13.21%	0.00
210-43110.443 RADIO MAINTENANCE	200.00	0.00	200.00	0.00%	0.00
210-43110.500 TRAINING, CONFERENCES, DU	500.00	32.74	467.26	6.55%	32.74
210-43110.521 LIABILITY & PROPERTY INS.	15,343.00	11,551.33	3,791.67	75.29%	0.00
210-43110.535 TELEPHONE SERVICES	3,500.00	1,466.16	2,033.84	41.89%	266.34
210-43110.565 RUBBISH REMOVAL	7,000.00	3,681.86	3,318.14	52.60%	606.56
210-43110.570 MAINTENANCE OTHER	2,000.00	379.39	1,620.61	18.97%	0.00
210-43110.572 INTERVIEW COSTS	500.00	196.00	304.00	39.20%	0.00
210-43110.573 ACCIDENT CLAIMS	1,000.00	1,048.91	-48.91	104.89%	0.00
210-43110.576 ENGINEERING SERVICES	10,000.00	6,086.07	3,913.93	60.86%	473.74
210-43110.582 TRAFFIC CALMING	500.00	0.00	500.00	0.00%	0.00
210-43110.610 SUPPLIES	20,000.00	13,220.44	6,779.56	66.10%	3,544.68
210-43110.612 UNIFORMS,BOOTS,ETC	6,000.00	1,920.67	4,079.33	32.01%	293.52
210-43110.616 GRAVEL,TOPSOIL	7,000.00	675.65	6,324.35	9.65%	0.00
210-43110.617 SIGNS AND POSTS	4,000.00	1,542.07	2,457.93	38.55%	45.45
210-43110.622 ELECTRICAL SERVICE	4,000.00	1,553.16	2,446.84	38.83%	389.74
210-43110.623 HEATING/NATURAL GAS	4,400.00	1,867.30	2,532.70	42.44%	1,437.44
210-43110.626 GAS,GREASE AND OIL	32,000.00	13,567.62	18,432.38	42.40%	5,594.24
210-43110.891 CAPITAL OUTLAY	6,000.00	0.00	6,000.00	0.00%	0.00
<b>Total STREET GENERAL</b>	<b>493,089.00</b>	<b>252,389.70</b>	<b>240,699.30</b>	<b>51.19%</b>	<b>42,488.70</b>
<b>210-43120 STREET-PAVEMENT MAINT</b>					
210-43120.444 STREET MARKINGS	8,000.00	1,265.37	6,734.63	15.82%	0.00
210-43120.570 SIDEWALK AND CURB MAINTEN	5,000.00	3,664.75	1,335.25	73.30%	0.00
210-43120.610 PAVEMENT MAINTENANCE	225,000.00	183,214.98	41,785.02	81.43%	60.90
<b>Total STREET-PAVEMENT MAINT</b>	<b>238,000.00</b>	<b>188,145.10</b>	<b>49,854.90</b>	<b>79.05%</b>	<b>60.90</b>
<b>210-43123 STREETS - TRAFFIC LIGHTS</b>					
210-43123.570 TRAFFIC LIGHTS MAINTENANC	3,000.00	3,841.10	-841.10	128.04%	3,841.10
210-43123.622 TRAFFIC LIGHTS - ELECTRIC	7,900.00	2,794.14	5,105.86	35.37%	445.33
<b>Total STREETS - TRAFFIC LIGHTS</b>	<b>10,900.00</b>	<b>6,635.24</b>	<b>4,264.76</b>	<b>60.87%</b>	<b>4,286.43</b>
<b>210-43125 WINTER MAINTENANCE</b>					
210-43125.570 CONTRACT SERVICES	20,000.00	5,510.00	14,490.00	27.55%	2,940.00
210-43125.610 WINTER MAINTENANCE	115,000.00	64,390.26	50,609.74	55.99%	52,628.84
<b>Total WINTER MAINTENANCE</b>	<b>135,000.00</b>	<b>69,900.26</b>	<b>65,099.74</b>	<b>51.78%</b>	<b>55,568.84</b>
<b>210-43151 STREET - STORMWATER</b>					
<b>210-43151.1 STREET-STORMWATER SALARIE</b>					
210-43151.110 SALARIES - REGULAR	41,616.00	23,157.62	18,458.38	55.65%	3,218.44
<b>Total STREET-STORMWATER SALARIE</b>	<b>41,616.00</b>	<b>23,157.62</b>	<b>18,458.38</b>	<b>55.65%</b>	<b>3,218.44</b>



Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
<b>210-43151.2 STREET-STORMWATER BENEFIT</b>					
210-43151.210 HEALTH INS & OTHER BENEFIT	10,254.00	5,160.83	5,093.17	50.33%	691.47
210-43151.220 SOCIAL SECURITY	3,184.00	1,781.73	1,402.27	55.96%	246.23
210-43151.226 WORKERS COMP INSURANCE	2,164.00	738.65	1,425.35	34.13%	38.10
210-43151.230 RETIREMENT	4,162.00	1,504.20	2,657.80	36.14%	76.96
210-43151.250 UNEMPLOYMENT INSURANCE	80.00	1.74	78.26	2.18%	1.74
<b>Total STREET-STORMWATER BENEFIT</b>	<b>19,844.00</b>	<b>9,187.15</b>	<b>10,656.85</b>	<b>46.30%</b>	<b>1,054.50</b>
210-43151.430 STORM SEWER MAINTENANCE	30,000.00	12,327.87	17,672.13	41.09%	0.00
<b>Total STREET - STORMWATER</b>	<b>91,460.00</b>	<b>44,672.64</b>	<b>46,787.36</b>	<b>48.84%</b>	<b>4,272.94</b>
<b>210-43160 STREET STREET LIGHTS</b>					
210-43160.610 STREET LIGHTS SUPPLIES/MA	7,500.00	4,815.35	2,684.65	64.20%	160.10
210-43160.622 STREET LIGHTS - ELECTRICI	122,000.00	65,829.00	56,171.00	53.96%	10,824.50
<b>Total STREET STREET LIGHTS</b>	<b>129,500.00</b>	<b>70,644.35</b>	<b>58,855.65</b>	<b>54.55%</b>	<b>10,984.60</b>
<b>210-43161 STREETS - CONSERVATION</b>					
210-43161.000 STREETSCAPE MAINT./IMP	16,000.00	4,593.46	11,406.54	28.71%	25.00
210-43161.001 VILLAGE GARDEN SPOTS	4,000.00	153.20	3,846.80	3.83%	0.00
210-43161.002 MEMORIAL PARK	3,500.00	1,493.65	2,006.35	42.68%	185.48
<b>Total STREETS - CONSERVATION</b>	<b>23,500.00</b>	<b>6,240.31</b>	<b>17,259.69</b>	<b>26.55%</b>	<b>210.48</b>
<b>Total STREET DEPARTMENT</b>	<b>1,121,449.00</b>	<b>638,627.60</b>	<b>482,821.40</b>	<b>56.95%</b>	<b>117,872.89</b>
<b>210-45110 RECREATION &amp; PARKS ADMIN</b>					
210-45110.110 SALARIES - REGULAR	204,759.00	113,613.21	91,145.79	55.49%	15,605.81
210-45110.140 SALARIES - PART-TIME	7,385.00	4,344.59	3,040.41	58.83%	54.08
210-45110.210 HEALTH INS & OTHER BENEFIT	74,554.00	42,963.18	31,590.82	57.63%	9,917.04
210-45110.220 SOCIAL SECURITY	16,229.00	11,683.72	4,545.28	71.99%	1,557.00
210-45110.226 WORKERS COMP INSURANCE	7,685.00	8,833.93	-1,148.93	114.95%	1,089.21
210-45110.230 RETIREMENT	20,477.00	12,272.88	8,204.12	59.93%	1,792.96
210-45110.250 UNEMPLOYMENT INS	5,652.00	1,934.53	3,717.47	34.23%	207.95
210-45110.291 HEALTH IMP PROGRAMS	1,400.00	839.93	560.07	60.00%	0.00
210-45110.330 OTHER PROFESSIONAL SVCS	14,500.00	6,026.12	8,473.88	41.56%	942.00
210-45110.340 COMPUTER EXPENSES	9,350.00	8,989.95	360.05	96.15%	240.00
210-45110.500 TRAINING, CONF, DUES	9,784.00	10,484.63	-700.63	107.16%	345.00
210-45110.521 LIABILITY & PROPERTY INS	21,580.00	33,344.63	-11,764.63	154.52%	0.00
210-45110.530 COMMUNICATIONS	17,500.00	9,119.55	8,380.45	52.11%	0.00
210-45110.535 TELEPHONE SERVICES	6,000.00	259.62	5,740.38	4.33%	0.00
210-45110.550 PRINTING & ADVERTISING	3,460.00	2,213.19	1,246.81	63.97%	124.43
210-45110.610 SUPPLIES	6,004.00	2,928.74	3,075.26	48.78%	413.55
210-45110.813 SCHOLARSHIPS	5,000.00	0.00	5,000.00	0.00%	0.00
<b>Total RECREATION &amp; PARKS ADMIN</b>	<b>431,319.00</b>	<b>269,852.40</b>	<b>161,466.60</b>	<b>62.56%</b>	<b>32,289.03</b>

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
<b>210-45220 PARKS &amp; FACILITIES</b>					
210-45220.110 SALARIES - REGULAR	60,250.00	33,600.85	26,649.15	55.77%	4,634.60
210-45220.140 SALARIES - PART-TIME	44,697.00	38,069.00	6,628.00	85.17%	1,903.71
210-45220.210 HEALTH INS & OTHER BENEFIT	18,624.00	9,239.63	9,384.37	49.61%	1,299.48
210-45220.220 SOCIAL SECURITY	8,028.00	2,912.50	5,115.50	36.28%	145.65
210-45220.230 RETIREMENT	6,025.00	3,359.94	2,665.06	55.77%	463.44
210-45220.291 HEALTH IMP PROGRAMS	350.00	0.00	350.00	0.00%	0.00
210-45220.330 OTHER PROFESSIONAL SVCS	33,190.00	10,798.20	22,391.80	32.53%	3,191.62
210-45220.410 WATER & SEWER CHARGES	3,975.00	2,821.42	1,153.58	70.98%	0.00
210-45220.434 MAINTENANCE-BUILDINGS/GRO	10,694.00	58.44	10,635.56	0.55%	0.00
210-45220.441 LAND LEASE	500.00	500.00	0.00	100.00%	0.00
210-45220.442 EQUIPMENT RENTAL	7,500.00	5,091.71	2,408.29	67.89%	0.00
210-45220.500 TRAINING, CONF, DUES	1,887.00	0.00	1,887.00	0.00%	0.00
210-45220.610 SUPPLIES	12,162.00	11,735.50	426.50	96.49%	1,110.60
210-45220.622 ELECTRICAL SERVICE	28,009.00	20,382.89	7,626.11	72.77%	1,790.09
210-45220.623 HEATING/NATURAL GAS	5,409.00	4,604.23	804.77	85.12%	3,210.33
210-45220.626 GAS, GREASE & OIL	2,109.00	1,488.82	620.18	70.59%	221.37
<b>Total PARKS &amp; FACILITIES</b>	<b>243,409.00</b>	<b>144,663.13</b>	<b>98,745.87</b>	<b>59.43%</b>	<b>17,970.89</b>
<b>210-453 SENIOR SUPPORT</b>					
<b>Total SENIOR SUPPORT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>210-45551 BROWNELL LIBRARY</b>					
<b>210-45551.1 LIBRARY SALARIES</b>					
210-45551.110 SALARIES REGULAR	313,189.00	170,689.44	142,499.56	54.50%	23,760.81
210-45551.140 SALARIES PART TIME	109,524.00	53,684.05	55,839.95	49.02%	7,436.87
<b>Total LIBRARY SALARIES</b>	<b>422,713.00</b>	<b>224,373.49</b>	<b>198,339.51</b>	<b>53.08%</b>	<b>31,197.68</b>
<b>210-45551.2 LIBRARY BENEFITS</b>					
210-45551.210 HEALTH INS & OTHER BENEFIT	116,088.00	59,134.72	56,953.28	50.94%	8,151.21
210-45551.220 SOCIAL SECURITY	32,500.00	17,163.27	15,336.73	52.81%	2,383.96
210-45551.226 WORKERS COMP INSURANCE	1,514.00	680.16	833.84	44.92%	94.60
210-45551.230 RETIREMENT	31,319.00	16,807.80	14,511.20	53.67%	2,349.04
210-45551.250 UNEMPLOYMENT INSURANCE	1,364.00	187.51	1,176.49	13.75%	73.08
<b>Total LIBRARY BENEFITS</b>	<b>182,785.00</b>	<b>93,973.46</b>	<b>88,811.54</b>	<b>51.41%</b>	<b>13,051.89</b>
210-45551.340 COMPUTER EXPENSES	3,500.00	190.44	3,309.56	5.44%	142.50
210-45551.410 WATER AND SEWER CHARGE	900.00	276.28	623.72	30.70%	0.00
210-45551.423 CONTRACT SERVICES	33,183.00	17,119.25	16,063.75	51.59%	2,212.75
210-45551.434 MAINT. BUILDINGS/GROUNDS	20,000.00	9,249.98	10,750.02	46.25%	637.25
210-45551.436 ALARM SYSTEM MAINTENANCE	525.00	493.00	32.00	93.90%	0.00
210-45551.500 TRAINING, CONFERENCES, DU	4,000.00	1,627.83	2,372.17	40.70%	0.00
210-45551.521 LIABILITY & PROPERTY INS.	11,385.00	9,601.44	1,783.56	84.33%	0.00
210-45551.530 TECHNOLOGY ACCESS	6,000.00	2,616.69	3,383.31	43.61%	39.95
210-45551.535 TELEPHONE SERVICES	1,200.00	752.15	447.85	62.68%	287.79
210-45551.536 POSTAGE/DELIVERY	3,500.00	1,578.60	1,921.40	45.10%	120.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-45551.572 INTERVIEW COSTS	500.00	0.00	500.00	0.00%	0.00
210-45551.574 VOLUNTEER EXPENSES	700.00	277.00	423.00	39.57%	0.00
210-45551.610 SUPPLIES	13,000.00	8,150.13	4,849.87	62.69%	930.51
210-45551.622 ELECTRICAL SERVICE	15,250.00	7,622.99	7,627.01	49.99%	1,132.89
210-45551.623 HEATING/NATURAL GAS	7,400.00	2,988.44	4,411.56	40.38%	2,373.64
210-45551.640 ADULT COLLECTION-PRINT &	36,500.00	23,194.97	13,305.03	63.55%	2,149.93
210-45551.641 JUVEN COLLECTION-PRNT & E	18,250.00	9,428.55	8,821.45	51.66%	1,309.50
210-45551.677 COMPUTER REPLACEMENT	8,000.00	0.00	8,000.00	0.00%	0.00
210-45551.836 ADULT PROGRAMS	1,000.00	78.82	921.18	7.88%	19.00
210-45551.837 CHILDRENS PROGRAMS	4,000.00	352.88	3,647.12	8.82%	118.32
210-45551.891 CAPITAL OUTLAY	4,000.00	0.00	4,000.00	0.00%	0.00
<b>Total BROWNELL LIBRARY</b>	<b>798,291.00</b>	<b>413,946.39</b>	<b>384,344.61</b>	<b>51.85%</b>	<b>55,723.60</b>
<b>210-47 DEBT SERVICE</b>					
210-47116.000 CAPITAL IMP PRINCIPAL	135,300.00	135,135.00	165.00	99.88%	0.00
210-47117.000 EJRP PRINCIPAL	105,000.00	105,000.00	0.00	100.00%	0.00
210-47216.000 CAPITAL IMP - INTEREST	75,122.00	37,948.54	37,173.46	50.52%	0.00
210-47217.000 EJRP INTEREST	-156.00	-5,821.06	5,665.06	3,731.45%	0.00
<b>Total DEBT SERVICE</b>	<b>315,266.00</b>	<b>272,262.48</b>	<b>43,003.52</b>	<b>86.36%</b>	<b>0.00</b>
<b>210-491 CAPITAL/MISC TRANSFERS</b>					
210-49100.030 CAP RESRV FND CONT - BEG	295,582.00	147,791.00	147,791.00	50.00%	0.00
210-49100.031 ROLLING STOCK FUND CONTRI	213,624.00	106,812.00	106,812.00	50.00%	0.00
210-49100.040 TRANS FOR BUILDING MAINT	50,000.00	25,000.00	25,000.00	50.00%	0.00
210-49100.802 EMP TERM BENEFITS TRANSFE	5,000.00	2,500.00	2,500.00	50.00%	0.00
210-49101.030 TRANS TO CAPITAL RESERVE	109,652.00	54,826.00	54,826.00	50.00%	0.00
<b>Total CAPITAL/MISC TRANSFERS</b>	<b>673,858.00</b>	<b>336,929.00</b>	<b>336,929.00</b>	<b>50.00%</b>	<b>0.00</b>
<b>210-493 GRANT AND OTHER UNBUDGETE</b>					
<b>210-4930 TERMINATION BENEFITS FROM</b>					
<b>Total TERMINATION BENEFITS FROM</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>210-4934 GRANT EXPENDITURES</b>					
210-49340.006 LIBRARY GRANT EXPENDITURE	0.00	440.00	-440.00	100.00%	0.00
210-49340.008 STATE GRANT EXPENDITURES	0.00	650.00	-650.00	100.00%	0.00
<b>210-49345 DONATION EXPENDITURES</b>					
210-49345.000 LIBRARY DONATION EXPENDIT	0.00	5,849.00	-5,849.00	100.00%	201.88
<b>Total DONATION EXPENDITURES</b>	<b>0.00</b>	<b>5,849.00</b>	<b>-5,849.00</b>	<b>100.00%</b>	<b>201.88</b>
<b>210-49346 LIBRARY REPLACEMENT EXPEN</b>					
210-49346.001 ADULT COLLECTION-PRINT &	0.00	1,618.31	-1,618.31	100.00%	525.22
210-49346.002 JUVEN COLLECTION-PRNT & E	0.00	10.00	-10.00	100.00%	0.00
<b>Total LIBRARY REPLACEMENT EXPEN</b>	<b>0.00</b>	<b>1,628.31</b>	<b>-1,628.31</b>	<b>100.00%</b>	<b>525.22</b>
<b>Total GRANT EXPENDITURES</b>	<b>0.00</b>	<b>8,567.31</b>	<b>-8,567.31</b>	<b>100.00%</b>	<b>727.10</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total GRANT AND OTHER UNEUDGETE</b>	<b>0.00</b>	<b>8,567.31</b>	<b>-8,567.31</b>	<b>100.00%</b>	<b>727.10</b>
<b>210-494 PARK ST. SCHOOL</b>					
210-49400.410 WATER/SEWER	0.00	217.03	-217.03	100.00%	0.00
210-49400.565 RUBBISH REMOVAL	0.00	434.26	-434.26	100.00%	72.03
210-49400.622 ELECTRICITY	0.00	1,839.42	-1,839.42	100.00%	515.57
210-49400.623 NATURAL GAS	0.00	919.63	-919.63	100.00%	473.71
<b>Total PARK ST. SCHOOL</b>	<b>0.00</b>	<b>3,410.34</b>	<b>-3,410.34</b>	<b>100.00%</b>	<b>1,061.31</b>
<b>Total Expenditures</b>	<b>4,816,309.00</b>	<b>2,816,247.52</b>	<b>2,000,061.48</b>	<b>58.47%</b>	<b>321,907.13</b>
<b>Total GENERAL FUND</b>	<b>-60,000.00</b>	<b>-311,351.82</b>	<b>371,351.82</b>	<b>518.92%</b>	<b>-311,449.15</b>
220-36101.000 INTEREST EARNINGS	0.00	6.42	-6.42	100.00%	0.00
220-37000.000 MEMORIAL PARK DONATIONS	0.00	300.00	-300.00	100.00%	300.00
<b>Total Revenues</b>	<b>0.00</b>	<b>306.42</b>	<b>-306.42</b>	<b>100.00%</b>	<b>300.00</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total MEMORIAL PARK FUND</b>	<b>0.00</b>	<b>306.42</b>	<b>-306.42</b>	<b>-100.00%</b>	<b>300.00</b>
222-36101.000 Interest Earnings	0.00	1.95	-1.95	100.00%	0.00
222-39110.000 GENERAL FUND TRANS IN	0.00	25,000.00	-25,000.00	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>25,001.95</b>	<b>-25,001.95</b>	<b>100.00%</b>	<b>0.00</b>
222-46802.002 BROWNELL LIBRARY MAINT	0.00	18,094.47	-18,094.47	100.00%	700.00
222-46802.003 PARK ST. SCHOOL MAINT	0.00	7,255.00	-7,255.00	100.00%	0.00
<b>Total Expenditures</b>	<b>0.00</b>	<b>25,349.47</b>	<b>-25,349.47</b>	<b>100.00%</b>	<b>700.00</b>
<b>Total BUILDING MAINT FUND</b>	<b>0.00</b>	<b>-347.52</b>	<b>347.52</b>	<b>-100.00%</b>	<b>-700.00</b>
223-31101.000 PENNY TAX	0.00	54,802.12	-54,802.12	100.00%	0.00
223-36101.000 Interest Earnings	0.00	230.99	-230.99	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>55,033.11</b>	<b>-55,033.11</b>	<b>100.00%</b>	<b>0.00</b>
223-46801.002 STREET BANNERS	0.00	4,506.00	-4,506.00	100.00%	0.00
<b>Total Expenditures</b>	<b>0.00</b>	<b>4,506.00</b>	<b>-4,506.00</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total TRUSTEE CAP IMP PROJECTS</b>	<b>0.00</b>	<b>50,527.11</b>	<b>-50,527.11</b>	<b>-100.00%</b>	<b>0.00</b>

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
225-34700.000 SR CTR MEMBERSHIPS	0.00	2,211.00	-2,211.00	100.00%	606.00
225-34701.000 SR CTR FUND RAISING REV	0.00	2,644.20	-2,644.20	100.00%	48.00
225-34702.000 SR CTR ACTIVITY FEES	0.00	3,708.55	-3,708.55	100.00%	443.00
225-34703.000 SR CTR AFTER HR FEES	0.00	657.00	-657.00	100.00%	25.00
225-36101.000 Interest Earnings	0.00	52.97	-52.97	100.00%	0.00
225-36400.000 SR CTR DONATIONS	0.00	850.50	-850.50	100.00%	36.31
225-36603.000 MISCELLANEOUS REV	0.00	2,329.00	-2,329.00	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>12,453.22</b>	<b>-12,453.22</b>	<b>100.00%</b>	<b>1,158.31</b>
225-45122.330 OTHER PROF SERVICES	0.00	50.00	-50.00	100.00%	0.00
225-45122.430 REPAIRS & MAINTENANCE	0.00	1,374.97	-1,374.97	100.00%	261.13
225-45122.610 OPERATIONAL SUPP/EXP	0.00	1,794.27	-1,794.27	100.00%	240.84
225-45122.612 FUND RAISER EXPENSES	0.00	2,032.69	-2,032.69	100.00%	16.17
225-45122.614 PROGRAM EXPENSES	0.00	1,553.40	-1,553.40	100.00%	109.71
225-45122.810 TRIP EXPENSES	0.00	5,786.27	-5,786.27	100.00%	0.00
225-45122.812 MEAL SITE EXPENSES	0.00	2,052.56	-2,052.56	100.00%	336.22
<b>Total Expenditures</b>	<b>0.00</b>	<b>14,644.16</b>	<b>-14,644.16</b>	<b>100.00%</b>	<b>964.07</b>
<b>Total SENIOR CENTER FUND</b>	<b>0.00</b>	<b>-2,190.94</b>	<b>2,190.94</b>	<b>-100.00%</b>	<b>194.24</b>
226-34720.000 POOL DAY ADMINSSION	65,310.00	46,324.36	18,985.64	70.93%	0.00
226-34721.000 POOL MEMBERSHIPS	38,694.00	8,707.69	29,986.31	22.50%	0.00
226-34722.000 SWIM LESSONS	43,804.00	6,379.95	37,424.05	14.56%	0.00
226-34725.000 CONCESSION SALES	25,977.00	13,776.61	12,200.39	53.03%	0.00
226-34750.000 FACILITY & FIELD RENTAL	8,232.00	6,504.62	1,727.38	79.02%	0.00
226-34779.115 Youth Prog - RP	114,205.00	47,392.54	66,812.46	41.50%	6,294.45
226-34779.120 Youth Prog - AS	26,323.00	10,798.44	15,524.56	41.02%	327.50
226-34780.000 ADULT PROGRAMS	62,343.00	21,851.87	40,491.13	35.05%	747.75
226-34781.120 Childcare - AS	561,592.00	295,128.98	266,463.02	52.55%	22,246.55
226-34781.121 Childcare - PS	357,617.00	181,483.09	176,133.91	50.75%	34,411.94
226-34781.122 Childcare - DC	285,150.00	55,890.95	229,259.05	19.60%	0.00
226-34782.000 SHARED STAFFING CONTRACT	11,925.00	0.00	11,925.00	0.00%	0.00
226-39505.000 SPONSORSHIP	8,675.00	0.00	8,675.00	0.00%	0.00
<b>Total Revenues</b>	<b>1,609,847.00</b>	<b>694,239.10</b>	<b>915,607.90</b>	<b>43.12%</b>	<b>64,028.19</b>
226-43200.805 Interest Expense	0.00	615.34	-615.34	100.00%	0.00
<b>226-45110 ADMINISTRATION</b>					
226-45110.110 SALARIES - REGULAR	32,718.00	12,778.92	19,939.08	39.06%	2,323.44
226-45110.140 SALARIES - PART-TIME	15,121.00	796.50	14,324.50	5.27%	54.00
226-45110.210 HEALTH INS & OTHER BENEFIT	9,717.00	8,113.86	1,603.14	83.50%	1,226.85
226-45110.220 SOCIAL SECURITY	3,660.00	1,038.37	2,621.63	28.37%	181.85
226-45110.226 WORKERS COMPENSATION INS	30,006.00	22,063.46	7,942.54	73.53%	2,008.63
226-45110.230 RETIREMENT	4,150.00	0.00	4,150.00	0.00%	0.00
226-45110.291 HEALTH IMP PROGRAMS	350.00	0.00	350.00	0.00%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
226-45110.330 OTHER PROFESSIONAL SVCS	4,667.00	1,950.00	2,717.00	41.78%	0.00
226-45110.340 COMPUTER EXPENSES	0.00	8,649.82	-8,649.82	100.00%	0.00
226-45110.442 Equipment Rentals	2,000.00	1,076.70	923.30	53.84%	776.70
226-45110.500 TRAINING, CONF, DUES	10,387.00	7,461.90	2,925.10	71.84%	170.04
226-45110.530 COMMUNICATIONS	1,680.00	3,673.85	-1,993.85	218.68%	575.18
226-45110.535 TELEPHONE SVCS	4,500.00	1,691.52	2,808.48	37.59%	317.16
226-45110.536 POSTAGE	3,219.00	4,054.24	-835.24	125.95%	216.00
226-45110.550 PRINTING & ADVERTISING	15,400.00	5,470.00	9,930.00	35.52%	2,715.00
<b>Total ADMINISTRATION</b>	<b>137,575.00</b>	<b>78,819.14</b>	<b>58,755.86</b>	<b>57.29%</b>	<b>10,564.85</b>
<b>226-45115 RECREATION PROGRAMS</b>					
226-45115.140 SALARIES - PART -TIME	40,093.00	10,524.46	29,568.54	26.25%	636.00
226-45115.220 SOCIAL SECURITY	3,079.00	805.18	2,273.82	26.15%	48.68
226-45115.330 OTHER PROFESSIONAL SVCS	86,206.00	107,656.13	-21,450.13	124.88%	19,689.17
226-45115.410 WATER & SEWER CHARGES	800.00	0.00	800.00	0.00%	0.00
226-45115.434 MAINTENANCE-BLDGS/GROUNDS	250.00	0.00	250.00	0.00%	0.00
226-45115.440 RENTAL	1,400.00	0.00	1,400.00	0.00%	0.00
226-45115.442 EQUIPMENT RENTALS	1,225.00	460.00	765.00	37.55%	0.00
226-45115.500 TRAINING, CONF, DUES	850.00	0.00	850.00	0.00%	0.00
226-45115.536 POSTAGE	79.00	0.00	79.00	0.00%	0.00
226-45115.550 PRINTING & ADVERTISING	354.00	0.00	354.00	0.00%	0.00
226-45115.580 TRAVEL	1,508.00	0.00	1,508.00	0.00%	0.00
226 45115.610 SUPPLIES	24,795.00	20,062.10	4,732.90	80.91%	2,072.34
226-45115.800 STUDENT SPECIAL PROGRAMS	1,388.00	755.20	632.80	54.41%	0.00
<b>Total RECREATION PROGRAMS</b>	<b>162,027.00</b>	<b>140,263.07</b>	<b>21,763.93</b>	<b>86.57%</b>	<b>22,446.19</b>
<b>226-45120 AFTER SCHOOL CARE</b>					
226-45120.110 SALARIES - REGULAR	172,966.00	130,873.91	42,092.09	75.66%	21,698.33
226-45120.140 SALARIES - PART-TIME	149,687.00	69,880.78	79,806.22	46.68%	10,875.84
226-45120.210 HEALTH INS & OTHER BENEFIT	64,490.00	36,763.83	27,726.17	57.01%	5,174.46
226-45120.220 SOCIAL SECURITY	24,384.00	15,482.84	8,901.16	63.50%	2,504.28
226-45120.230 RETIREMENT	19,973.00	14,382.58	5,590.42	72.01%	2,146.32
226-45120.291 HEALTH IMP PROGRAMS	1,750.00	785.48	964.52	44.88%	0.00
226-45120.330 OTHER PROFESSIONAL SVCS	15,566.00	6,910.83	8,655.17	44.40%	1,059.00
226-45120.421 TRUCK LEASE	23,845.00	23,845.32	-0.32	100.00%	0.00
226-45120.500 TRAINING, CONF, DUES	13,835.00	5,377.25	8,457.75	38.87%	145.00
226-45120.580 TRAVEL	30,259.00	12,298.24	17,960.76	40.64%	4,459.55
226-45120.610 SUPPLIES	28,061.00	16,247.49	11,813.51	57.90%	3,740.23
226-45120.626 GAS, GREASE & OIL	1,750.00	70.39	1,679.61	4.02%	0.00
<b>Total AFTER SCHOOL CARE</b>	<b>546,566.00</b>	<b>332,918.94</b>	<b>213,647.06</b>	<b>60.91%</b>	<b>51,803.01</b>
<b>226-45121 PRESCHOOL</b>					
226-45121.110 SALARIES - REGULAR	163,013.00	93,429.23	69,583.77	57.31%	13,035.71
226-45121.140 SALARIES - PART-TIME	41,438.00	13,032.66	28,405.34	31.45%	1,395.19
226-45121.210 HEALTH INS & OTHER BENEFIT	86,583.00	38,491.33	48,091.67	44.46%	5,330.86
226-45121.220 SOCIAL SECURITY	15,641.00	8,194.90	7,446.10	52.39%	1,120.71
226-45121.230 RETIREMENT	16,300.00	9,296.82	7,003.18	57.04%	1,282.32

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
226-45121.291 HEALTH IMP PROGRAMS	1,400.00	569.00	831.00	40.64%	206.01
226-45121.330 OTHER PROFESSIONAL SVCS	2,710.00	3,517.09	-807.09	129.78%	1,455.00
226-45121.440 RENTAL	5,000.00	0.00	5,000.00	0.00%	0.00
226-45121.500 TRAINING, CONF, DUES	11,998.00	8,157.43	3,840.57	67.99%	1,566.00
226-45121.530 COMMUNICATIONS	0.00	1,433.24	-1,433.24	100.00%	213.08
226-45121.580 TRAVEL	960.00	542.30	417.70	56.49%	0.00
226-45121.610 SUPPLIES	4,500.00	4,368.63	131.37	97.08%	142.79
<b>Total PREECHOOL</b>	<b>349,543.00</b>	<b>181,032.63</b>	<b>168,510.37</b>	<b>51.79%</b>	<b>25,747.67</b>
<b>226-45122 SUMMER DAY CAMPS</b>					
226-45122.110 SALARIES - REGULAR	35,535.00	11,541.43	23,993.57	32.48%	220.92
226-45122.140 SALARIES - PART-TIME	160,235.00	139,974.79	20,260.21	87.36%	0.00
226-45122.220 SOCIAL SECURITY	14,976.00	11,623.48	3,352.52	77.61%	16.90
226-45122.330 OTHER PROFESSIONAL SVCS	6,062.00	4,614.01	1,447.99	76.11%	1,144.00
226-45122.580 TRAVEL	25,170.00	25,238.83	-68.83	100.27%	0.00
226-45122.610 Supplies	15,499.00	8,608.80	6,890.20	55.54%	0.00
<b>Total SUMMER DAY CAMPS</b>	<b>257,477.00</b>	<b>201,601.34</b>	<b>55,875.66</b>	<b>78.30%</b>	<b>1,381.82</b>
<b>226-45124 POOL</b>					
226-45124.140 SALARIES - PART-TIME	91,127.00	61,562.31	29,564.69	67.56%	0.00
226-45124.220 SOCIAL SECURITY	6,972.00	4,749.80	2,222.20	68.13%	0.00
226-45124.330 OTHER PROFESSIONAL SVCS	9,110.00	3,963.04	5,146.96	43.50%	0.00
226-45124.410 WATER & SEWER CHARGES	1,799.00	1,840.22	-41.22	102.29%	0.00
226-45124.434 MAINTENANCE-BLDGS/GROUNDS	16,496.00	12,399.10	4,096.90	75.16%	0.00
226-45124.610 SUPPLIES	5,839.00	2,664.29	3,174.71	45.63%	59.06
<b>Total POOL</b>	<b>131,343.00</b>	<b>87,178.76</b>	<b>44,164.24</b>	<b>66.37%</b>	<b>59.06</b>
<b>226-45125 CONCESSIONS</b>					
226-45125.140 SALARIES - PART-TIME	7,693.00	6,892.03	800.97	89.59%	0.00
226-45125.220 SOCIAL SECURITY	589.00	527.23	61.77	89.51%	0.00
226-45125.500 TRAINING, CONF, DUES	140.00	0.00	140.00	0.00%	0.00
226-45125.610 SUPPLIES	15,394.00	8,917.16	6,476.84	57.93%	0.00
<b>Total CONCESSIONS</b>	<b>23,816.00</b>	<b>16,336.42</b>	<b>7,479.58</b>	<b>68.59%</b>	<b>0.00</b>
<b>226-45220 PARKS &amp; FACILITIES</b>					
226-45220.550 TRAINING, CONF, DUES	1,500.00	1,878.66	-378.66	125.24%	0.00
226-45220.610 PARKS & FACILITIES SUPPLI	0.00	1,816.00	-1,816.00	100.00%	0.00
<b>Total PARKS &amp; FACILITIES</b>	<b>1,500.00</b>	<b>3,694.66</b>	<b>-2,194.66</b>	<b>246.31%</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>1,609,847.00</b>	<b>1,042,460.30</b>	<b>567,386.70</b>	<b>64.76%</b>	<b>112,002.60</b>
<b>Total EJRP PPROGRAMS FUND</b>	<b>0.00</b>	<b>-348,221.20</b>	<b>348,221.20</b>	<b>-100.00%</b>	<b>-47,974.41</b>
<b>230-331 GRANT REVENUE</b>					
230-33120.000 CRES CNCTR GRANT STP 5300	0.00	26,945.55	-26,945.55	100.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
230-33123.000 PEARL MISS LNK EJ STP 530	0.00	1,305,655.51	-1,305,655.51	100.00%	0.00
230-33126.000 MAIN PED BRIDGE - BC828	0.00	4,078.35	-4,078.35	100.00%	0.00
<b>Total GRANT REVENUE</b>	<b>0.00</b>	<b>1,336,679.41</b>	<b>-1,336,679.41</b>	<b>100.00%</b>	<b>0.00</b>
<b>230-341 CONTRIBUTIONS</b>					
<b>Total CONTRIBUTIONS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>230-361 INTEREST EARNINGS</b>					
230-36101.000 INTEREST EARNINGS	0.00	30.80	-30.80	100.00%	0.00
<b>Total INTEREST EARNINGS</b>	<b>0.00</b>	<b>30.80</b>	<b>-30.80</b>	<b>100.00%</b>	<b>0.00</b>
230-37000.000 BRICK/MANS STRM CAO462	0.00	3,593.65	-3,593.65	100.00%	0.00
<b>230-391 GENERAL FUND TRANSFER IN</b>					
230-39110.000 CONTRIB FROM GENERAL FUND	0.00	147,791.00	-147,791.00	100.00%	0.00
<b>Total GENERAL FUND TRANSFER IN</b>	<b>0.00</b>	<b>147,791.00</b>	<b>-147,791.00</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>1,488,094.86</b>	<b>-1,488,094.86</b>	<b>100.00%</b>	<b>0.00</b>
<b>230-46801 MULTI-USE PATH NORTH</b>					
230-46801.006 MULTI-USE PATH NORTH	0.00	657.00	-657.00	100.00%	0.00
230-46801.007 PEARL ST. LINKING SIDEWAL	0.00	1,451,549.27	-1,451,549.27	100.00%	40,837.36
230-46801.008 CRESCENT CONNECTOR	0.00	44,582.24	-44,582.24	100.00%	1,356.25
230-46801.015 HILLCREST SIDEWALK	0.00	208,693.71	-208,693.71	100.00%	160.18
230-46801.016 MAIN PED BRIDGE BC828	0.00	11,469.96	-11,469.96	100.00%	4,089.71
230-46801.017 GREENWOOD DRAINAGE	0.00	2,306.92	-2,306.92	100.00%	1,395.24
230-46801.805 Interest Exp. on cash	0.00	434.73	-434.73	100.00%	0.00
<b>Total Expenditures</b>	<b>0.00</b>	<b>1,719,693.83</b>	<b>-1,719,693.83</b>	<b>100.00%</b>	<b>47,838.74</b>
<b>Total GEN FUND CAP RESERVE</b>	<b>0.00</b>	<b>-231,598.97</b>	<b>231,598.97</b>	<b>-100.00%</b>	<b>-47,838.74</b>
<b>231-36101 INTEREST EARNINGS</b>					
231-36101.000 INTEREST EARNINGS	0.00	174.19	-174.19	100.00%	0.00
<b>231-39110 CONTRIB FROM GENERAL FUND</b>					
231-39110.000 CONTRIB FROM GENERAL FUND	0.00	106,812.00	-106,812.00	100.00%	0.00
<b>231-39300 BOND PROCEEDS</b>					
231-39300.000 BOND PROCEEDS	0.00	150,000.00	-150,000.00	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>256,986.19</b>	<b>-256,986.19</b>	<b>100.00%</b>	<b>0.00</b>
<b>231-43131 COMPRESSOR</b>					
231-43131.162 COMPRESSOR	0.00	12,379.75	-12,379.75	100.00%	0.00
<b>231-43131 PIERCE ARROW PUMPER</b>					
231-43131.163 PIERCE ARROW PUMPER	0.00	572,347.00	-572,347.00	100.00%	0.00
<b>231-43131 SIDEWALK PLOW (FY18)</b>					
231-43131.164 SIDEWALK PLOW (FY18)	0.00	142,887.00	-142,887.00	100.00%	0.00
<b>231-47117 FIRE TRUCK LOAN PRINCIPAL</b>					
231-47117.000 FIRE TRUCK LOAN PRINCIPAL	0.00	50,000.00	-50,000.00	100.00%	0.00
<b>231-47217 INTEREST EXPENSE</b>					
231-47217.000 INTEREST EXPENSE	0.00	786.57	-786.57	100.00%	0.00
<b>Total Expenditures</b>	<b>0.00</b>	<b>778,400.32</b>	<b>-778,400.32</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total ROLLING STOCK FUND</b>	<b>0.00</b>	<b>-521,414.13</b>	<b>521,414.13</b>	<b>-100.00%</b>	<b>0.00</b>



Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
232-36101.000 INTEREST EARNINGS	0.00	142.31	-142.31	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>142.31</b>	<b>-142.31</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total LAND ACQUISITION FUND</b>	<b>0.00</b>	<b>142.31</b>	<b>-142.31</b>	<b>-100.00%</b>	<b>0.00</b>
233-36101.000 Interest Earnings	0.00	6.07	-6.07	100.00%	0.00
233-39110.000 CONTRIBUTION FROM GEN FUN	0.00	54,826.00	-54,826.00	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>54,832.07</b>	<b>-54,832.07</b>	<b>100.00%</b>	<b>0.00</b>
233-46801.001 TRUCK/TRACTOR LEASE	0.00	13,524.89	-13,524.89	100.00%	0.00
233-46801.003 LANDSCAPING	0.00	1,787.00	-1,787.00	100.00%	0.00
233-46801.004 MAINT GARAGE/CAMP ADDITIO	0.00	76,100.00	-76,100.00	100.00%	39,400.00
233-46801.805 Interest Expense	0.00	6.20	-6.20	100.00%	0.00
<b>Total Expenditures</b>	<b>0.00</b>	<b>91,418.09</b>	<b>-91,418.09</b>	<b>100.00%</b>	<b>39,400.00</b>
<b>Total NJRP CAP RESERVE</b>	<b>0.00</b>	<b>-36,586.02</b>	<b>36,586.02</b>	<b>-100.00%</b>	<b>-39,400.00</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>253-468 CAPITAL PROJECTS</b>					
<b>Total CAPITAL PROJECTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total BOND FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>254-3 REVENUE</b>					
<b>254-34 OPERATING REVENUE</b>					
254-34402.000 INTEREST EARNINGS	0.00	48.58	-48.58	100.00%	0.00
254-34403.000 MISC. - UNCLASSIFIED RECE	0.00	250.00	-250.00	100.00%	0.00
<b>254-348 USER CHARGES</b>					
254-34801.000 SALE OF WATER-RESIDENTIAL	930,063.00	600,465.80	329,597.20	64.56%	121,259.06
254-34811.000 WATER BILLING PENALTIES	4,000.00	2,666.46	1,333.54	66.66%	3.09
254-34812.000 WATER SALES - LARGE USERS	91,480.00	45,764.21	45,715.79	50.03%	8,198.78
254-34821.000 HOOK ON FEES	15,000.00	2,200.00	12,800.00	14.67%	0.00
<b>Total USER CHARGES</b>	<b>1,040,543.00</b>	<b>651,096.47</b>	<b>389,446.53</b>	<b>62.87%</b>	<b>129,460.93</b>
<b>254-349 GF PASS THROUGH REVENUES</b>					
254-34900.000 SALE OF WATER-GF	2,681,600.00	1,316,504.70	1,365,095.30	49.09%	235,855.20
254-34902.000 SALE OF WATER - GF VT TA	63,875.00	31,345.35	32,529.65	49.07%	5,615.60
<b>Total GF PASS THROUGH REVENUES</b>	<b>2,745,475.00</b>	<b>1,347,850.05</b>	<b>1,397,624.95</b>	<b>49.09%</b>	<b>241,470.80</b>

WATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total OPERATING REVENUE</b>	<b>3,786,018.00</b>	<b>1,999,245.10</b>	<b>1,786,772.90</b>	<b>52.81%</b>	<b>370,931.73</b>
<b>254-390 NON OPERATING REVENUE</b>					
254-39000.001 CURRENT YR CONTRIBUTION I	0.00	80,000.00	-80,000.00	100.00%	0.00
<b>Total NON OPERATING REVENUE</b>	<b>0.00</b>	<b>80,000.00</b>	<b>-80,000.00</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total REVENUE</b>	<b>3,786,018.00</b>	<b>2,079,245.10</b>	<b>1,706,772.90</b>	<b>54.92%</b>	<b>370,931.73</b>
<b>Total Revenues</b>	<b>3,786,018.00</b>	<b>2,079,245.10</b>	<b>1,706,772.90</b>	<b>54.92%</b>	<b>370,931.73</b>
<b>254-43 EXPENSES</b>					
<b>254-432 OPERATING EXPENSES</b>					
<b>254-4320 GENERAL EXPENSES</b>					
<b>254-43200.1 WATER FUND SALARIES</b>					
254-43200.110 SALARIES REGULAR	111,775.00	50,876.02	60,898.98	45.52%	7,901.75
254-43200.130 SALARIES OVERTIME	14,000.00	7,482.23	6,517.77	53.44%	3,224.56
254-43200.140 SALARIES PART TIME	5,293.00	2,551.58	2,741.42	48.21%	215.53
<b>Total WATER FUND SALARIES</b>	<b>131,068.00</b>	<b>60,909.83</b>	<b>70,158.17</b>	<b>46.47%</b>	<b>11,341.84</b>
<b>254-43200.2 WATER FUND BENEFITS</b>					
254-43200.210 HEALTH INS & OTHER BENEFIT	44,500.00	14,763.61	29,736.39	33.18%	2,039.70
254-43200.220 SOCIAL SECURITY	10,091.00	4,694.50	5,396.50	46.52%	868.10
254-43200.226 WORKERS COMP INSURANCE	6,624.00	3,124.59	3,499.41	47.17%	559.06
254-43200.230 RETIREMENT	11,178.00	4,979.85	6,198.15	44.55%	803.52
254-43200.250 UNEMPLOYMENT INSURANCE	353.00	32.93	320.07	9.33%	25.91
<b>Total WATER FUND BENEFITS</b>	<b>72,746.00</b>	<b>27,598.48</b>	<b>48,150.52</b>	<b>37.93%</b>	<b>4,296.29</b>
254-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	0.00	1,000.00	0.00%	0.00
254-43200.335 AUDIT	3,623.00	4,197.50	-574.50	115.86%	1,207.50
254-43200.340 COMPUTER EXPENSES	1,500.00	842.40	657.60	56.16%	0.00
254-43200.410 WATER AND SEWER CHARGE	200.00	48.30	151.70	24.15%	0.00
254-43200.411 CWD WATER PURCHASE	493,810.00	226,036.33	267,773.67	45.77%	40,421.09
254-43200.412 STATE WATER TAX	12,662.00	5,381.83	7,280.17	42.50%	962.41
254-43200.430 WATER LINES MAINT-BREAKS	16,000.00	6,718.60	9,281.40	41.99%	1,807.06
254-43200.432 VEHICLE MAINTENANCE	0.00	72.47	-72.47	100.00%	0.00
254-43200.441 RIGHT OF WAY AGREEMENTS	142.00	0.00	142.00	0.00%	0.00
254-43200.491 CONTRACTUAL SERVICES	106,531.00	51,705.00	54,826.00	48.54%	0.00
254-43200.500 TRAINING, CONFERENCES, DU	2,000.00	1,390.00	610.00	69.50%	690.00
254-43200.521 LIABILITY & PROPERTY INS.	3,011.00	2,593.65	417.35	86.14%	0.00
254-43200.535 TELEPHONE SERVICES	1,000.00	789.03	210.97	78.90%	139.69
254-43200.536 POSTAGE	2,000.00	527.34	1,472.66	26.37%	0.00
254-43200.550 PRINTING AND ADVERTISING	2,000.00	235.14	1,764.86	11.76%	0.00
254-43200.570 MAINTENANCE OTHER	2,000.00	5,422.46	-3,422.46	271.12%	267.88
254-43200.572 INTERVIEW COSTS	0.00	175.00	-175.00	100.00%	0.00
254-43200.610 SUPPLIES	6,000.00	3,272.64	2,727.36	54.54%	419.35

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
254-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	725.37	774.63	48.36%	0.00
254-43200.613 METERS AND PARTS	1,000.00	0.00	1,000.00	0.00%	0.00
254-43200.614 DISTRIBUTION MATERIALS	7,000.00	6,106.32	893.68	87.23%	0.00
254-43200.622 ELECTRICAL SERVICE	750.00	605.85	144.15	80.78%	71.37
254-43200.623 HEATING/NATURAL GAS	4,000.00	1,253.19	2,746.81	31.33%	1,010.67
254-43200.626 GAS,GREASE AND OIL	3,000.00	605.30	2,394.70	20.18%	44.57
254-43200.742 TRANS TO CAPITAL RESERVE	160,000.00	80,000.00	80,000.00	50.00%	0.00
254-43200.805 INTEREST EXPENSE	0.00	86.34	-86.34	100.00%	0.00
254-43200.891 CAPITAL OUTLAY	6,000.00	0.00	6,000.00	0.00%	0.00
<b>Total GENERAL EXPENSES</b>	<b>1,040,543.00</b>	<b>487,295.37</b>	<b>553,247.63</b>	<b>46.83%</b>	<b>62,879.72</b>
<b>254-4321 OF WATER EXPENSES</b>					
254-43210.411 CWD WATER PURC - GF	2,681,600.00	1,316,504.70	1,365,095.30	49.09%	235,855.20
254-43210.412 STATE WATER TAX - GF	63,875.00	31,345.35	32,529.65	49.07%	5,615.60
<b>Total OF WATER EXPENSES</b>	<b>2,745,475.00</b>	<b>1,347,850.05</b>	<b>1,397,624.95</b>	<b>49.09%</b>	<b>241,470.80</b>
<b>Total OPERATING EXPENSES</b>	<b>3,786,018.00</b>	<b>1,835,145.42</b>	<b>1,950,872.58</b>	<b>48.47%</b>	<b>304,150.52</b>
<b>254-433 CAPITAL PROJECT EXPENSES</b>					
254-43330.002 METER REPLACEMENT PROGRAM	0.00	3,326.17	-3,326.17	100.00%	37.82
254-43330.005 SERIES 3 BOND INTEREST	0.00	8,386.67	-8,386.67	100.00%	0.00
<b>254-43332 BONDED PROJECTS</b>					
254-43332.007 UB CONVERSION TO NEMRC	0.00	1,458.33	-1,458.33	100.00%	0.00
<b>Total BONDED PROJECTS</b>	<b>0.00</b>	<b>1,458.33</b>	<b>-1,458.33</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total CAPITAL PROJECT EXPENSES</b>	<b>0.00</b>	<b>13,171.17</b>	<b>-13,171.17</b>	<b>100.00%</b>	<b>37.82</b>
<b>Total EXPENSES</b>	<b>3,786,018.00</b>	<b>1,848,316.59</b>	<b>1,937,701.41</b>	<b>48.82%</b>	<b>304,188.34</b>
<b>Total Expenditures</b>	<b>3,786,018.00</b>	<b>1,848,316.59</b>	<b>1,937,701.41</b>	<b>48.82%</b>	<b>304,188.34</b>
<b>Total WATER FUND</b>	<b>0.00</b>	<b>230,928.51</b>	<b>-230,928.51</b>	<b>-100.00%</b>	<b>66,743.39</b>
<b>255-3 REVENUE</b>					
<b>255-34 OPERATING REVENUE</b>					
255-34402.000 INTEREST EARNINGS	0.00	1,991.16	-1,991.16	100.00%	0.00
255-34403.000 MISC - UNCLASSIFIED RECEI	0.00	278.80	-278.80	100.00%	0.00
<b>255-348 VILLAGE USER CHARGES</b>					
255-34801.000 VILLAGE USER CHARGE	645,063.00	433,899.69	211,163.31	67.26%	106,723.87
255-34811.000 VILLAGE USER PENALTIES	3,000.00	1,858.19	1,141.81	61.94%	2.07
255-34812.000 VILL. SEPTAGE DISCHARGE I	20,000.00	0.00	20,000.00	0.00%	0.00
<b>Total VILLAGE USER CHARGES</b>	<b>668,063.00</b>	<b>435,757.88</b>	<b>232,305.12</b>	<b>65.23%</b>	<b>106,725.94</b>
<b>255-349 TRI-TOWN REVENUES</b>					
255-34900.000 WASTEWATER CHARGE - ESSEX	476,928.00	278,208.00	198,720.00	58.33%	39,744.00
255-34901.000 WASTEWATER CHARGE - WILLI	675,345.00	393,951.25	281,393.75	58.33%	56,278.75

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-34903.001 SHARED SEPTAGE REVENUES	9,511.00	0.00	9,511.00	0.00%	0.00
255-34903.005 PUMP STATION MAINT. FEES	30,300.00	15,150.00	15,150.00	50.00%	0.00
<b>Total TRI-TOWN REVENUES</b>	<b>1,192,084.00</b>	<b>687,309.25</b>	<b>504,774.75</b>	<b>57.66%</b>	<b>96,022.75</b>
<b>Total OPERATING REVENUE</b>	<b>1,860,147.00</b>	<b>1,125,337.09</b>	<b>734,809.91</b>	<b>60.50%</b>	<b>202,748.69</b>
<b>255-39 NON OPERATING INCOME</b>					
255-39000.001 CURRENT YR CONTRIBUTION I	0.00	160,000.00	-160,000.00	100.00%	0.00
255-39700.002 ESSEX - DEBT PAYMENT	0.00	290,936.90	-290,936.90	100.00%	0.00
255-39700.003 WILLISTON - DEBT PAYMENT	0.00	278,055.88	-278,055.88	100.00%	0.00
255-39700.004 ESSEX JCT - DEBT PAYMENT	0.00	304,537.39	-304,537.39	100.00%	0.00
<b>Total NON OPERATING INCOME</b>	<b>0.00</b>	<b>1,033,530.17</b>	<b>-1,033,530.17</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total REVENUE</b>	<b>1,860,147.00</b>	<b>2,158,867.26</b>	<b>-298,720.26</b>	<b>116.06%</b>	<b>202,748.69</b>
<b>Total Revenues</b>	<b>1,860,147.00</b>	<b>2,158,867.26</b>	<b>-298,720.26</b>	<b>116.06%</b>	<b>202,748.69</b>
<b>255-43 EXPENSES</b>					
<b>255-4320 GENERAL EXPENSES</b>					
<b>255-43200.1 WWTF SALARIES</b>					
255-43200.110 SALARIES REGULAR	340,008.00	191,895.18	148,112.82	56.44%	27,204.37
255-43200.130 SALARIES OVERTIME	48,000.00	25,446.66	22,553.34	53.01%	4,452.93
255-43200.140 SALARIES PART TIME	10,000.00	14,467.85	-4,467.85	144.68%	530.38
<b>Total WWTF SALARIES</b>	<b>398,008.00</b>	<b>231,809.69</b>	<b>166,198.31</b>	<b>58.24%</b>	<b>32,187.68</b>
<b>255-43200.2 WWTF BENEFITS</b>					
255-43200.210 HEALTH INS & OTHER BENEFIT	119,377.00	53,879.62	65,497.38	45.13%	6,745.02
255-43200.220 SOCIAL SECURITY	30,613.00	17,707.24	12,905.76	57.84%	2,470.70
255-43200.226 WORKERS COMP INSURANCE	20,215.00	10,149.27	10,065.73	50.21%	1,423.33
255-43200.230 RETIREMENT	34,001.00	19,397.43	14,603.57	57.05%	2,707.86
255-43200.250 UNEMPLOYMENT INSURANCE	500.00	137.30	362.70	27.46%	72.98
<b>Total WWTF BENEFITS</b>	<b>204,706.00</b>	<b>101,270.86</b>	<b>103,435.14</b>	<b>49.47%</b>	<b>13,419.89</b>
255-43200.320 LEGAL SERVICES	1,000.00	0.00	1,000.00	0.00%	0.00
255-43200.330 OTHER PROFESSIONAL SERVIC	4,000.00	0.00	4,000.00	0.00%	0.00
255-43200.335 AUDIT	4,253.00	4,927.50	-674.50	115.86%	1,417.50
255-43200.410 WATER AND SEWER CHARGE	3,000.00	1,341.01	1,658.99	44.70%	6.40
255-43200.432 VEHICLE MAINTENANCE	3,000.00	4,250.98	-1,250.98	141.70%	959.30
255-43200.491 CONTRACTUAL SERVICES	53,266.00	25,852.50	27,413.50	48.53%	0.00
255-43200.500 TRAINING, CONFERENCES, DU	6,500.00	3,883.15	2,616.85	59.74%	712.81
255-43200.521 LIABILITY & PROPERTY INS.	38,015.00	27,701.92	10,313.08	72.87%	0.00
255-43200.535 TELEPHONE SERVICES	6,000.00	2,214.29	3,785.71	36.90%	313.50
255-43200.565 GRIT DISPOSAL	15,000.00	6,430.62	8,569.38	42.87%	918.66
255-43200.567 SLUDGE PROCESSING	130,000.00	68,940.00	61,060.00	53.03%	0.00
255-43200.568 SLUDGE MANAGEMENT	150,000.00	44,605.61	105,394.39	29.74%	30,871.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-43200.569 WWTF ANNUAL PERMIT FEE	9,900.00	0.00	9,900.00	0.00%	0.00
255-43200.570 MAINTENANCE OTHER	90,000.00	67,090.28	22,909.72	74.54%	17,451.91
255-43200.577 CONTRACT LABORATORY SERVI	9,000.00	3,949.00	5,051.00	43.88%	767.99
255-43200.610 SUPPLIES	10,000.00	2,468.63	7,531.37	24.69%	765.99
255-43200.612 UNIFORMS,BOOTS,ETC	5,000.00	2,814.05	2,185.95	56.28%	300.49
255-43200.618 SUPPLIES - LABORATORY	15,000.00	6,860.87	8,139.13	45.74%	1,208.94
255-43200.619 CHEMICALS	210,000.00	141,815.21	68,184.79	67.53%	22,395.73
255-43200.622 ELECTRICAL SERVICE	150,000.00	76,868.31	73,131.69	51.25%	25,639.82
255-43200.623 HEATING/NATURAL GAS	20,000.00	10,194.13	9,805.87	50.97%	6,386.91
255-43200.626 GAS,GREASE AND OIL	4,500.00	2,872.65	1,627.35	63.84%	172.17
255-43200.742 TRANS TO CAPITAL RESERVE	320,000.00	160,000.00	160,000.00	50.00%	0.00
<b>Total GENERAL EXPENSES</b>	<b>1,860,148.00</b>	<b>998,161.26</b>	<b>861,986.74</b>	<b>53.66%</b>	<b>155,896.69</b>
<b>255-433 CAPITAL PROJECTS/EXPENSES</b>					
255-43330.000 ARRA Loan-AR1-004 Admin F	0.00	594.78	-594.78	100.00%	0.00
255-43330.001 RZEDB Interest	0.00	23,439.58	-23,439.58	100.00%	0.00
255-43330.002 DIGESTER CLEARNING	0.00	10,100.00	-10,100.00	100.00%	0.00
255-43330.007 CWSRF RFI-148 ADMIN FEE	0.00	247,860.99	-247,860.99	100.00%	0.00
255-43330.009 AUTOMATIC SAMPLERS	0.00	2,032.09	-2,032.09	100.00%	0.00
255-43330.011 HEADWORKS SCREEN	0.00	391.25	-391.25	100.00%	0.00
255-43330.012 ALKALINITY CNTRL INSTALLA	0.00	3,397.62	-3,397.62	100.00%	0.00
255-43330.013 WHEEL LOADER	0.00	65,543.70	-65,543.70	100.00%	65,405.70
<b>Total CAPITAL PROJECTS/EXPENSES</b>	<b>0.00</b>	<b>353,360.01</b>	<b>-353,360.01</b>	<b>100.00%</b>	<b>65,405.70</b>
<b>255-434 NON-OPERATING EXPENSES</b>					
<b>Total NON-OPERATING EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total EXPENSES</b>	<b>1,860,148.00</b>	<b>1,351,521.27</b>	<b>508,626.73</b>	<b>72.66%</b>	<b>221,302.39</b>
<b>Total Expenditures</b>	<b>1,860,148.00</b>	<b>1,351,521.27</b>	<b>508,626.73</b>	<b>72.66%</b>	<b>221,302.39</b>
<b>Total WASTEWATER FUND</b>	<b>-1.00</b>	<b>807,345.99</b>	<b>-807,344.99</b>		<b>-18,553.70</b>
<b>256-3 REVENUE</b>					
<b>256-33 INTERGOVERNMENTAL REVENUE</b>					
256-33900.000 ESSEX PUMP STATION FEES	23,878.00	11,742.24	12,135.76	49.18%	5,595.69
256-33900.001 PARY AGREEMNT REV	15,000.00	7,500.00	7,500.00	50.00%	3,750.00
<b>Total INTERGOVERNMENTAL REVENUE</b>	<b>38,878.00</b>	<b>19,242.24</b>	<b>19,635.76</b>	<b>49.49%</b>	<b>9,345.69</b>
<b>256-34 OPERATING REVENUE</b>					
256-34402.000 INTEREST EARNINGS	0.00	2,987.26	-2,987.26	100.00%	0.00
256-34403.000 MISC. - UNCLASSIFIED RECE	0.00	3,000.00	-3,000.00	100.00%	0.00
<b>256-348 USER CHARGES</b>					
256-34801.000 ANNUAL CUSTOMER CHARGE	567,372.00	393,917.35	173,454.65	69.43%	107,289.07
256-34811.000 ANNUAL CUSTOMER CHARGE -	2,500.00	1,651.94	848.06	66.08%	1.73

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
256-34821.000 HOOK ON FEES	30,000.00	3,000.00	27,000.00 10.00%	0.00
<b>Total User CHARGES</b>	<b>599,872.00</b>	<b>398,569.29</b>	<b>201,302.71 66.44%</b>	<b>107,290.80</b>
<b>Total OPERATING REVENUE</b>	<b>599,872.00</b>	<b>404,556.55</b>	<b>195,315.45 67.44%</b>	<b>107,290.80</b>
<b>256-39 NON OPERATING REVENUE</b>				
256-39000.001 CURRENT YR CONTRIBUTION I	0.00	47,500.00	-47,500.00 100.00%	0.00
256-39200.001 WWTF CAPACITY SALE REVENU	0.00	100,000.00	-100,000.00 100.00%	0.00
<b>Total NON OPERATING REVENUE</b>	<b>0.00</b>	<b>147,500.00</b>	<b>-147,500.00 100.00%</b>	<b>0.00</b>
<b>Total REVENUE</b>	<b>638,750.00</b>	<b>571,298.79</b>	<b>67,451.21 89.44%</b>	<b>116,636.49</b>
<b>Total Revenues</b>	<b>638,750.00</b>	<b>571,298.79</b>	<b>67,451.21 89.44%</b>	<b>116,636.49</b>
<b>256-43 EXPENSES</b>				
<b>256-432 OPERATING EXPENSES</b>				
<b>256-43200.1 SANITATION SALARIES</b>				
256-43200.110 SALARIES REGULAR	86,641.00	38,102.90	48,538.10 43.98%	7,027.38
256-43200.130 SALARIES OVERTIME	12,000.00	6,638.66	5,361.34 55.32%	2,774.11
256-43200.140 SALARIES PART TIME	5,293.00	2,551.57	2,741.43 48.21%	215.53
<b>Total SANITATION SALARIES</b>	<b>103,934.00</b>	<b>47,293.13</b>	<b>56,640.87 45.50%</b>	<b>10,017.02</b>
<b>256-43200.2 SANITATION BENEFITS</b>				
256-43200.210 HEALTH INS & OTHER BENEFIT	44,500.00	22,899.76	21,600.24 51.46%	3,292.81
256-43200.220 SOCIAL SECURITY	8,013.00	3,662.94	4,350.06 45.71%	779.46
256-43200.226 WORKERS COMP INSURANCE	5,208.00	2,721.60	2,486.40 52.26%	589.57
256-43200.230 RETIREMENT	8,664.00	4,542.09	4,121.91 52.42%	953.94
256-43200.250 UNEMPLOYMENT INSURANCE	328.00	44.84	283.16 13.67%	32.56
<b>Total SANITATION BENEFITS</b>	<b>66,713.00</b>	<b>33,871.23</b>	<b>32,841.77 50.77%</b>	<b>5,648.34</b>
256-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	0.00	1,000.00 0.00%	0.00
256-43200.335 AUDIT	1,812.00	2,098.75	-286.75 115.83%	603.75
256-43200.340 COMPUTER EXPENSES	2,500.00	1,684.80	815.20 67.39%	0.00
256-43200.410 WATER AND SEWER CHARGE	500.00	136.10	363.90 27.22%	0.00
256-43200.430 SANITATION LINES MAINTENA	6,500.00	650.00	5,850.00 10.00%	0.00
256-43200.432 VEHICLE MAINTENANCE	0.00	149.71	-149.71 100.00%	0.00
256-43200.434 PUMP STATION MAINTENANCE	10,000.00	6,115.35	3,884.65 61.15%	574.39
256-43200.436 SANIT. LINE BACK-UP CLEAN	2,000.00	0.00	2,000.00 0.00%	0.00
256-43200.441 RIGHT OF WAY AGREEMENTS	1,098.00	1,237.11	-139.11 112.67%	20.83
256-43200.491 CONTRACTUAL SERVICES	136,831.00	66,855.00	69,976.00 48.86%	0.00
256-43200.500 TRAINING, CONFERENCES, DU	200.00	0.00	200.00 0.00%	0.00
256-43200.521 LIABILITY & PROPERTY INS.	5,812.00	4,424.67	1,387.33 76.13%	0.00
256-43200.536 POSTAGE	3,500.00	942.39	2,557.61 26.93%	0.00
256-43200.550 PRINTING AND ADVERTISING	550.00	376.81	173.19 68.51%	0.00
256-43200.570 MAINTENANCE OTHER	1,500.00	301.80	1,198.20 20.12%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
256-43200.610 SUPPLIES	1,000.00	993.21	6.79	99.32%	0.00
256-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	734.97	765.03	49.00%	426.97
256-43200.622 ELECTRICAL SERVICE	12,000.00	6,238.33	5,761.67	51.99%	1,200.31
256-43200.623 HEATING/NATURAL GAS	1,300.00	496.88	803.12	38.22%	300.15
256-43200.626 GAS,GREASE AND OIL	2,500.00	1,058.54	1,441.46	42.34%	108.24
256-43200.742 TRANS TO CAPITAL RESERVE	95,000.00	47,500.00	47,500.00	50.00%	0.00
<b>256-43220 ESSEX PS COSTS</b>					
256-43220.001 SUSIE WILSON PS COSTS	9,000.00	5,044.38	3,955.62	56.05%	706.26
256-43220.002 WEST ST PS COSTS	11,000.00	5,064.27	5,935.73	46.04%	782.18
<b>Total ESSEX PS COSTS</b>	<b>20,000.00</b>	<b>10,108.65</b>	<b>9,891.35</b>	<b>50.54%</b>	<b>1,488.44</b>
<b>Total OPERATING EXPENSES</b>	<b>477,750.00</b>	<b>233,267.43</b>	<b>244,482.57</b>	<b>48.83%</b>	<b>20,388.44</b>
<b>256-433 CAPITAL PROJECTS/EXPENSE</b>					
256-43330.002 METER REPLACEMENT PROGRAM	0.00	6,652.35	-6,652.35	100.00%	75.66
256-43330.007 ARRA Loan-AR1-004 Admin F	0.00	3,602.71	-3,602.71	100.00%	0.00
256-43332.007 UB CONVERSION TO NEMRC	0.00	2,916.67	-2,916.67	100.00%	0.00
<b>Total CAPITAL PROJECTS/EXPENSE</b>	<b>0.00</b>	<b>13,171.73</b>	<b>-13,171.73</b>	<b>100.00%</b>	<b>75.66</b>
<b>256-434 NON OPERATING EXPENSES</b>					
256-43455.001 TRANS TO WWTF FOR DEBT PY	0.00	304,537.39	-304,537.39	100.00%	0.00
<b>Total NON OPERATING EXPENSES</b>	<b>0.00</b>	<b>304,537.39</b>	<b>-304,537.39</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total EXPENSES</b>	<b>477,750.00</b>	<b>550,976.55</b>	<b>-73,226.55</b>	<b>115.33%</b>	<b>20,464.10</b>
<b>Total Expenditures</b>	<b>477,750.00</b>	<b>550,976.55</b>	<b>-73,226.55</b>	<b>115.33%</b>	<b>20,464.10</b>
<b>Total SANITATION FUND</b>	<b>161,000.00</b>	<b>20,322.24</b>	<b>-181,322.24</b>	<b>12.62%</b>	<b>96,172.39</b>
<b>Total All Funds</b>	<b>100,999.00</b>	<b>-342,138.02</b>	<b>241,139.02</b>	<b>-338.75%</b>	<b>-302,805.98</b>



TO: Village Trustees and Pat Scheidel, Village Manager  
FROM: Darby Mayville, Community Relations/Economic Development Assistant DM  
DATE: February 13, 2018  
RE: Tree City USA

**Issue**

The issue is whether or not the Village should re-apply for Tree City USA designation from the Arbor Day Foundation.

**Discussion**

The Tree City USA program is a nationwide initiative that provides the framework necessary for communities to manage and expand their public tree inventory. Approximately 3,400 communities currently have this distinction. Obtaining Tree City USA recognition opens the Village up to increased grant and educational opportunities. Should this application be approved, 2018 would be the third consecutive year that Essex Junction has been a Tree City.

**Cost**

None is anticipated.

**Recommendation**

It is recommended that the Trustees authorize staff to re-apply for Tree City USA designation.





TO: Village Trustees and Pat Scheidel, Village Manager  
FROM: Nick Meyer, Chair of the Tree Advisory Committee  
DATE: February 13, 2018  
RE: Tree Advisory Committee Logo

**Issue**

The issue is whether or not the Village Trustees should accept the Tree Advisory Committee logo.

**Discussion**

The Village of Essex Junction Tree Policy established the Tree Advisory Committee to engage citizens in the stewardship, management, and recognition of the Village's tree resources. The committee believes a logo will help raise awareness of the committee's mission, and in so doing, facilitate community partnerships. This logo would be used for event publicity, letters to homeowners, and other committee activities. The logo chosen by the committee was designed with the assistance of a student in the CTE Graphic Design program.



Tree Committee

**Cost**

None is anticipated.

**Recommendation**

It is recommended that the Trustees accept the Tree Advisory Committee logo.



April 14, 2017

RECEIVED

APR 14 2017

Village of Essex Junction

Robin Pierce, Development Director  
Village of Essex Junction  
2 Lincoln Street  
Essex Junction, VT 05452

RE: CCRPC FY18 Unified Planning Work Program (UPWP)

Dear Robin,

Thank you for your project request as part of the CCRPC's FY18 Unified Planning Work Program (UPWP) development process. A draft UPWP, which details the recommended projects and proposed budget amounts, is available here: <http://www.ccrpcvt.org/wp-content/uploads/2016/02/FY18-UPWP-Draft-for-Public-Hearing.pdf>. Below is a summary status of your request:

Project Name	Brief Description	UPWP Request	Local Match	Total Budget	Recommendation
E. Jct Village Transportation Plan Update	The goal of this project is to update the transportation component of the current Municipal Plan to ensure that the principles developed by the Design Five Corners Initiative are captured in the Plan to guide development and enhance public infrastructure to benefit all modes of transportation in the Village.	\$32,000	\$8,000	\$40,000	Approval of \$40,000 budget which includes a \$8,000 local match.
For your information the draft FY18 UPWP also includes the VT 15/Pearl Street Scoping Study Revision/Alternatives Analysis for the section of roadway between Ethan Allen Ave (Town) and West Street Extension (Village) that was submitted by the Town of Essex.					

The CCRPC Board warned a public hearing for May 17, at which time they may vote to adopt the draft FY18 UPWP, effective July 1, 2017.

Thank you for your ongoing partnership, and for participating in this process. Please let me know if you have any comments or concerns by the end of April.

Sincerely,

A handwritten signature in cursive script that reads "Charlie Z Baker".

Charlie Baker  
Executive Director

CC: Daniel Kerin, CCRPC Representative

January 31, 2018

**RECEIVED**

**FEB 02 2018**

*Village of Essex Junction*

Mr. Patrick Scheidel  
Essex Junction Village Manager  
2 Lincoln Street  
Essex Junction, VT 05452

RE: Local Match Agreement – Design Five Corners Implementation Plan

Dear Pat:

Enclosed please find the original and one copy of the Agreement between the Village of Essex Junction and CCRPC to provide the 20% match for the above referenced project.

Please sign both copies and return them to me. Once I have them signed by our chair, I will return a copy for your files.

If you have any questions, please do not hesitate to contact me at 846-4490 ext.\*10.

Sincerely,



Bernadette Ferenc  
Transportation Business Manager

Enclosures

AGREEMENT TO PROVIDE LOCAL MATCH  
BETWEEN  
THE VILLAGE OF ESSEX JUNCTION AND  
CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
IN ASSOCIATION WITH CCRPC'S AGREEMENT WITH  
DUBOIS & KING – PL18-19 TOA 801

THIS AGREEMENT is made this \_\_\_\_ day of \_\_\_\_\_, 2018, by and between the Chittenden County Regional Planning Commission, a public body formed by its member municipalities as enabled under 24 V.S.A. 4341, with principal place of business at 110 West Canal Street, Suite 202, Winooski, Vermont 05404-2109, (hereinafter called "CCRPC") and the Village of Essex Junction, with its principal place of business at 2 Lincoln Street; Essex Junction, VT 05452 (hereinafter called "CITY").

WHEREAS, the CCRPC has entered into an Agreement with the firm of DuBois & King, Inc. for the Design Five Corners Implementation Plan; (UPWP Task #2.3.4.26) and,

WHEREAS, the estimated cost of the project is \$40,000 and the CCRPC has agreed to use Federal Highway Administration Planning Funds for 80 percent of the cost of this project in the amount of \$32,000, and

WHEREAS, use of Federal Highway Administration funds requires a 20 percent funding match and these PL funds are in addition to those currently covered by the annual local match contribution;

NOW, THEREFORE, the CITY agrees to pay the CCRPC the funds required to match the FHWA PL funds not to exceed Eight Thousand (\$8,000). The CITY portion will be billed monthly based on the total consultant invoice for that month.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

VILLAGE OF ESSEX JUNCTION

CHITTENDEN COUNTY REGIONAL PLANNING  
COMMISSION

\_\_\_\_\_  
PATRICK SCHIEDEL, VILLAGE MANAGER  
BF 1/31/18

\_\_\_\_\_  
CHRISTOPHER D. ROY, CHAIR

**David Angus**

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**From:** David Angus [dangus@angusfirm.com]  
**Sent:** Tuesday, February 06, 2018 10:52 AM  
**To:** 'Patty Benoit'  
**Subject:** RE: Little League Parade 2018

Patty,

I am writing on behalf of Essex Junction Little League to submit a road closure request so that we may hold our annual Opening Day parade. Specifically, we request that on Saturday, May 5, 2018 from 9:30 AM to 10:00 AM the closure of Maple Street from Mansfield Avenue to Rivendell Avenue.

Please let me know if you need any further information. I appreciate your help.

David  
Vice President and Secretary – Essex Junction Little League

David J. Angus, II, Attorney



1 Kennedy Drive, Suite U2 • South Burlington • VT 05403

Main: (802) 399-2260 • Fax: (802) 399-2171

[dangus@angusfirm.com](mailto:dangus@angusfirm.com) • [www.angusfirm.com](http://www.angusfirm.com)

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**From:** Patty Benoit [<mailto:patty@essexjunction.org>]

**Sent:** Tuesday, February 06, 2018 10:49 AM

**To:** [dangus@angusfirm.com](mailto:dangus@angusfirm.com)

**Subject:** Little League Parade 2018

*Patricia Benoit  
Administrative Assistant  
Village of Essex Junction  
2 Lincoln Street  
Essex Junction, VT 05452  
(802) 878-6944*

## EMPLOYMENT SUBCONTRACTING AGREEMENT

THIS EMPLOYMENT SUBCONTRACT AGREEMENT, hereinafter called the AGREEMENT, is made and entered into this 9<sup>th</sup> day of June 2015 between the Selectboard of the Town of Essex, Vermont, hereinafter called TOWN and the President and the Board of Trustees of the Village of Essex Junction, Vermont, hereinafter called VILLAGE, as provided below:

**WHEREAS**, both the VILLAGE and the TOWN have expressed interest in a shared management arrangement regarding the entities' municipal manager, and

**WHEREAS**, both the TOWN and the VILLAGE wish to consider whether there is a reasonable likelihood that one manager could effectively serve both the TOWN and the VILLAGE, and

**WHEREAS**, the TOWN AND VILLAGE wish to engage in a trial period during which they will both utilize the services of the current TOWN Manager, Patrick C. Scheidel, and

**NOW THEREFORE**, the parties, in exchange for good and valuable consideration, as more particularly described below, agree to the following terms and conditions:

### **I. SCOPE OF EMPLOYMENT**

- A. The VILLAGE shall appoint Mr. Scheidel, a TOWN employee, from the TOWN on a part time basis as the Town Manager of the VILLAGE. In that role, Mr. Scheidel will perform all duties of a Town Manager for the VILLAGE, as specified by law and ordinance, and to perform such other duties as specified by state statute, municipal charter, ordinance and the VILLAGE'S Personnel Policy.
- B. Mr. Scheidel will also undertake an evaluation of the feasibility of a shared town manager arrangement and if it is feasible, propose a blueprint to accomplish a long term shared manager arrangement. Mr. Scheidel will meet with the chairs of the TOWN and VILLAGE approximately every 3 months to update them on his progress on this assignment and shall produce a final report thereon at a time agreed to by Mr. Scheidel, the TOWN and the VILLAGE.

- C. It is understood that there is a possibility that a conflict could arise between the parties. If that should occur, Mr. Scheidel shall advise both the VILLAGE and the TOWN of the conflict, and then remain neutral as to the conflict.

## **II. ROUTINE SCHEDULE**

The routine schedule, subject to leaves and unanticipated circumstances, will be as follows:

- A. Mr. Scheidel will be at the VILLAGE offices two mornings and three afternoons per week. During the week of Trustee's meeting, Mr. Scheidel will work two mornings and two afternoons.
- B. Mr. Scheidel will spend the remainder of the work week at the TOWN Offices.

## **III. COMPENSATION**

The VILLAGE shall pay the TOWN \$59.13 per hour for all hours worked by Mr. Scheidel between July 1, 2015 and June 30, 2016 and an adjusted hourly rate per Mr. Scheidel's contract with the TOWN from July 1, 2015 through June 30, 2018, consistent with his then salary. Mr. Scheidel shall remain a TOWN employee, not a VILLAGE employee, while acting as VILLAGE manager.

## **IV. INSURANCE**

The TOWN shall provide worker's compensation insurance for Mr. Scheidel to cover any job related injuries that Mr. Scheidel incurs while working at the VILLAGE offices or during hours worked for the VILLAGE.

## **V. TERMINATION**

Either party can cancel this Agreement with a forty-five (45) day notice to the other party with no liability to either party.

## **VI. DURATION**

The duration of the Agreement is July 1, 2015 through June 30, 2018 with six month extensions if both parties approve, unless terminated or extended as provided for above.

## **VII. MISCELLANEOUS**


- A. The TOWN and the VILLAGE understand and agree that Mr. Scheidel's membership and activity in Essex Rotary and the Vermont League of Cities & Towns shall continue.
- B. The parties represent that they have full authority to enter into this contract and that it shall be binding on both parties successors and heirs.




C. It is understood by both parties that this Agreement constitutes the entire agreement and any amendments to the agreement including an extension of the agreement beyond June 30, 2018 or a modification of conditions in the Agreement require mutual consent and must be in writing and signed by both parties.

**TOWN OF ESSEX**

**VILLAGE OF ESSEX JUNCTION**

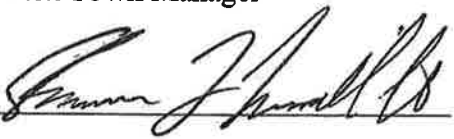
BY:   
Max G. Levy, Chair  
Town of Essex Selectboard

BY:   
George A. Tyler, President  
Village of Essex Junction Board of Trustees

Attest: 

Attest: 

BY:   
Patrick C. Scheidel  
Essex Town Manager

Attest: 

**TERMINATION OF EMPLOYMENT SUBCONTRACTING AGREEMENT**  
**DATED JUNE 9, 2015**

The undersigned parties agree to and hereby do terminate the Employment Subcontracting Agreement entered into by them on June 9, 2015, as amended, effective as of February 28, 2018. All parties waive any further notice of the termination.

**TOWN OF ESSEX**

**VILLAGE OF ESSEX JUNCTION**

By: \_\_\_\_\_  
Max G. Levy, Chair  
Town of Essex Selectboard

By: \_\_\_\_\_  
George A. Tyler, President  
Village of Essex Junction  
Board of Trustees

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

Witness as to Max G. Levy

Witness as to George A. Tyler

\_\_\_\_\_

\_\_\_\_\_

**PATRICK C. SCHEIDEL**

By: \_\_\_\_\_  
Patrick C. Scheidel

Dated: \_\_\_\_\_

Witness as to Patrick C. Scheidel

\_\_\_\_\_

**MEMORANDUM OF UNDERSTANDING  
REGARDING THE UNIFIED MANAGER**

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This Memorandum of Understanding, made and entered into this \_\_\_\_ day of February, 2018, by and between the Town of Essex, Vermont, a municipal corporation acting by and through its Selectboard (the "Town"), and the Village of Essex Junction, a municipal corporation acting by and through its Board of Trustees (the "Village"):

**RECITALS**

**WHEREAS**, the Town and Village desire to employ the services of Evan K. Teich as a Town Manager of the Town of Essex and a Village Manager of the Village of Essex Junction, a position to be referred to as Unified Manager, and have entered into an Employment Agreement with Evan K. Teich dated January 14, 2018 ("Employment Agreement"), for that purpose; and

**WHEREAS**, the Town and the Village acknowledge and agree that the success of the Unified Manager will depend greatly upon continued cooperation and communication between the Town and Village, and to that end desire to set forth their understanding as to how the services of the Unified Manager will be shared and utilized, as well as to establish a schedule for joint meetings between the parties; and

**WHEREAS**, the parties intend that this Memorandum of Understanding shall be for an initial term of 1 year, and shall be revisited at least annually during the term of the Employment Agreement with the Unified Manager.

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

**SECTION I: UNIFIED MANAGER COMPENSATION AND BENEFITS**

The Town and the Village shall each be responsible for fifty percent (50%) of the Unified Manager's annual salary and any performance bonuses payable to the Unified Manager in the Town and Village's discretion pursuant to Section IV.B. of the Employment Agreement. The Town shall be solely responsible for payment of the benefits and expenses set forth in Sections V and VII of the Employment Agreement.

**SECTION II: GOALS & OBJECTIVES**

Prior to July 1 of each year of the Employment Agreement, the Town, the Village and the Unified Manager shall establish and define such goals and performance objectives that they mutually determine are necessary for the proper operation of the Town and Village, and the attainment of the Town's and the Village's policy objectives. The Town,

the Village and the Unified Manager shall further establish a relative priority among the various goals and objectives, and said goals and objectives shall be reduced to writing. The goals and objectives shall generally be attainable within the time limits specified, within the annual operating and capital budgets and appropriations provided by the Town and Village and within existing circumstances and external conditions affecting the Town and Village.

### **SECTION III: ANNUAL REVIEW**

The Town and the Village shall annually review and evaluate the Unified Manager's accomplishment of the goals and objectives established pursuant to Section II, above. This review and evaluation shall be in accordance with specific criteria developed jointly from time to time by the Town and Village and the Unified Manager.

### **SECTION IV: BI-MONTHLY MEETINGS**

The Town and the Village shall meet at least bi-monthly (once every two months) for the express purpose of discussing any issues or concerns regarding the Unified Manager's performance or the functioning of the position. The goal of the bi-monthly meetings is to maintain strong communication between the Town and Village, and to receive and provide feedback between the parties and the Unified Manager.

### **SECTION IV: MISCELLANEOUS**

A. In recognition of the amount of time the Unified Manager must devote outside of normal office hours to the business of the Town and Village, the Unified Manager will be allowed to establish a reasonable schedule, in consultation with the Chair of the Town Selectboard and President of the Village Trustees. The Unified Manager will devote full time and attention to the business of the Town and Village and will not engage in any other business, except with the approval of the Town and the Village.

B. The Town and the Village acknowledge and recognize the Unified Manager as the chief administrative officer of both governments, exercising full supervisory authority over all Town and Village staff. To support the success of the Unified Manager, members of the Town Selectboard and the Village Trustees acknowledge and affirm that they will not interfere in Town or Village operations, including interacting with staff without the Unified Manager's specific approval. Staff members will be made aware of this policy and will report any encounters with elected officials which they believe violate this policy to the Unified Manager. The Unified Manager will report repeated violations to the membership of both boards for review and remediation.

C. The Town and Village recognize and understand that there is a possibility that a conflict could arise between the Parties. Both the Town and the Village shall instruct the Unified Manager that in the event any such conflict arises, the Unified Manager shall

advise both the Town and the Village of the conflict, and thereafter remain neutral as to the conflict.

D. This Memorandum of Understanding will be reviewed at least annually by the Parties, and any amendments shall be in writing and signed by both Parties.

***IN WITNESS THEREOF***, THE Parties have hereunto signed and sealed this Memorandum of Understanding and a duplicate thereof this \_\_\_\_ day of February 2018.

**TOWN OF ESSEX**  
by its Selectboard

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

**VILLAGE OF ESSEX JUNCTION**  
by its Board of Trustees

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

[printed \_\_\_\_\_, 2018]



# Town of Essex

## Village of Essex Junction, Vermont

### RESOLUTION IN APPRECIATION OF PATRICK C. SCHEIDEL

**WHEREAS**, Patrick C. Scheidel was hired as Town Manager for the Town of Essex on November 26, 1990; and,

**WHEREAS**, Patrick was hired as Village Manager for the Village of Essex Junction on July 1, 2013; and,

**WHEREAS**, by concurrently serving as the Town and Village Manager, Patrick became the first unified Municipal Manager for Essex since 1970; and,

**WHEREAS**, Patrick will retire on February 28, 2018, concluding more than 27 years of dedicated service and leadership to the entire Essex community; and,

**WHEREAS**, by serving as the Municipal Manager for Essex and Essex Junction, Patrick helped launch and oversee the latest, ongoing consolidation efforts between the Town and Village; and,

**WHEREAS**, Patrick has been an integral part of Essex's growth and culture, having served the community with great integrity; and,

**WHEREAS**, Patrick has effectively and successfully mentored many individuals throughout his career; and,

**WHEREAS**, Patrick has demonstrated outstanding leadership skills in managing and supervising the municipal workforce, always with empathy, fairness, and an excellent sense of humor; and,

**WHEREAS**, Patrick is recognized for his many contributions to Vermont municipal government, including as a board member and president of the Vermont Property and Casualty Intermunicipal Fund (PACIF), as a member of the Vermont Town and City Management Association, as Chair of the University of Vermont Master of Public Administration Advisory Committee, and as a member of the Joint Study Committee for Chittenden County Regional Dispatch; and,

**WHEREAS,** Patrick has received numerous awards for his work in municipal government, including the ASPA Walton Award for Excellence in Public Service, the ICMA 25 Year Service Award, the Vermont Managers Association Outstanding Achievement Award, the Vermont Managers Association Distinguished Service Award, and the Vermont League of Cities and Towns' Municipal Service Award; and,

**WHEREAS,** Patrick has contributed to the greater community as a member of the Fanny Allen Hospital Corporation Board of Directors, a member of the Governor's Rail Council, and a member and president of Essex Rotary; and,

**WHEREAS,** Patrick has honorably served his country as a Hospital Corpsman in the U.S. Navy; now therefore be it

**RESOLVED,** that the Selectboard and the Board of Trustees, on behalf of the staff and citizens of the Town of Essex, including the Village of Essex Junction, hereby extend our most sincere appreciation to Patrick for a lifetime of committed public service and more than 27 years of making Essex a better community in which to live and work.

Adopted this 13th day of February 2018 by the Essex Selectboard and Essex Junction Board of Trustees.

**Town of Essex Selectboard**

**Village of Essex Junction Trustees**

\_\_\_\_\_  
Max G. Levy, Chair

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

\_\_\_\_\_  
R. Michael Plageman, Vice Chair

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

\_\_\_\_\_  
Susan E. Cook, Clerk

\_\_\_\_\_  
Andrew P. Brown

\_\_\_\_\_  
Andrew J. Watts

\_\_\_\_\_  
Lori A. Houghton

\_\_\_\_\_  
Irene A. Wrenner

\_\_\_\_\_  
Daniel S. Kerin

**Memorandum**

**To:** Essex Selectboard; Essex Junction Board of Trustees; Patrick C. Scheidel, Municipal Manager  
**Cc:** Evan Teich  
**From:** Greg Duggan, Deputy Town Manager; Travis Sabatso, HR Coordinator/Administrative Assistant  
**Re:** Welcoming new unified manager  
**Date:** February 9, 2018

---

**Issue**

The issue is for the Selectboard and Trustees to begin preparing for the first few days of incoming unified manager, Evan Teich.

**Discussion**

Mr. Teich begins work on Monday, February 26. The Selectboard and Trustees are having a joint meeting on February 13 and can jointly plan for Mr. Teich's arrival and first few days. The information below presents options for introductions, site visits, documents to review ahead of arrival, and more.

*Introductions*

- Staff: The Manager's Office plans to organize a welcome breakfast the morning of February 26 for Mr. Teich to meet staff, as well as visits to Town and Village departments
- Elected officials
- Committee members
- Managers from nearby communities
- Community partners (such as Chittenden County Regional Planning Commission, Champlain Solid Waste District, Essex Rescue, etc.).
- Residents: A public meet and greet, perhaps prior to Town Meeting, is a possibility for introducing Mr. Teich to the broader public.
- Business community

*Site visits*

- Tour of Town and Village facilities and properties.

*Documents to be provided in advance of arrival*

- Operating budgets
- Capital Plans and budgets
- Town Plan and Village Plan
- Employee association contracts
- Personnel guidelines
- Policy documents

*Other*

- Selectboard meeting February 26
- Trustee meeting February 27



- To be determined

**Cost**

There will be nominal costs for refreshments.

**Recommendation**

It is recommended that the Selectboard and Trustees jointly formulate a welcome and introduction plan for the unified manager.