



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, APRIL 10, 2018 at 6:30 PM
LINCOLN HALL MEETING ROOM, 2 LINCOLN STREET

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS**
 - a. Comments from Public on Items Not on Agenda
 - b. Essex Energy Committee Presentation on Net Metering Contract – David Skopin
5. **OLD BUSINESS**
 - a. Disposition of Essex Junction Recreation & Parks Fund Balance – Lauren Morrisseau
6. **NEW BUSINESS**
 - a. Essex Energy Committee Request for Funds – Evan Teich
 - b. Park Terrace Parking Update – Evan Teich
 - c. Request to close streets for the All State Parade – Rick Garey, Rick Jones [7:30 PM]
and Steffen Parker, Vermont All State Music Festival Director
7. **MANAGER’S REPORT**
 - a. Trustees meeting schedule
8. **TRUSTEES’ COMMENTS & CONCERNS/READING FILE**
 - a. Board Member Comments
 - b. Thank you notes for Senior Center Parking Signs
 - c. Memo from Darby Mayville re: Communications Update
 - d. Memos and Information re: Joint Meeting with Facilitator on 3/24/18
9. **CONSENT AGENDA**
 - a. Approve Minutes of Previous Meetings 3/24/18 and 3/27/18
 - b. Expense Warrant #17089 dated 3/30/18 in the amount of \$25,711.19
 - c. Expense Warrant #17090 dated 4/6/18 in the amount of \$89,309.41
 - d. FYE 18 Budget Status Report as of 3/31/18
 - e. Memo from James Jutras re: Minor Amendment CCRPC Stormwater Program Agreement
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.

Patricia Benoit

Subject:

FW: April 10 agenda

From: David Skopin

Sent: Thursday, April 5, 2018 4:42 PM

To: Patricia Benoit; Lauren Morrisseau

Subject: Re: April 10 agenda

Trustees,

About six months ago Green Lantern, a company that builds solar arrays and finds customers to take advantage of the electricity generated, came to the Essex Energy Committee (EEC) with a proposal. They had found a location in Essex that would make an excellent sight for an array. Essex itself does not have a large enough electric need, so other towns or schools would need to join this project with us. I was the committee member tasked with looking into this venture. I spoke with half a dozen of Green Lantern's customers and found that they had a positive experience and that they benefited financially without risk or extra hassle. Concisely how it works is Green Lantern receives federal tax credits for generating green energy. They keep some of these credits while the customers will receive what is remaining. This proposal by Green Lantern will not incur any financial burden for the town of Essex or Essex Junction. All possible expenses throughout this process will be funded by Green Lantern itself. This is also a contract that the town of Essex and Essex Junction can void if it is found to not be of benefit for the community. I feel that this opportunity is one that will provide significant advantages for the community, its people, and our environment.

Sincerely,

David Skopin



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

MEMORANDUM

TO: Village Trustees
FROM: Lauren Morrissette, Finance Director/Assistant Manager
DATE: April 10, 2018
SUBJECT: Disposition of Essex Junction Recreation and Parks (EJRP) Fund Balance Received from EWSD

Issue

The issue is to decide which fund(s) the Trustees would like to have receive the EJRP Fund Balance of \$179,613.07.

Discussion

The Village has received a check for \$179,613.07 from the Essex Westford Educational District which represents the fund balance belonging to EJRP at 6/30/17. Per the District, this amount was made up of the following: \$3,144.54 from the EJRP Capital fund, \$182,002.56 from the program fund, and a negative balance of (\$5,534.03) in a special revenue fund relating to the EJRP.

Please recall that in order to lessen the impact of absorbing the EJRP into the Village budget in FYE18, the Trustees chose to use \$60,000 of the fund balance expected to come from the EJRP to reduce the tax rate.

Brad Luck, EJRP Director, has indicated that he agrees that \$60,000 of the money should be placed, as budgeted, in the General Fund; that he would prefer that \$3,114.54 be allocated to the EJRP Capital Reserve; and that the balance should go into the EJRP Program Fund which is essentially where it came from.

Cost

There is no cost associated with this decision.

Recommendation

Staff recommends that the Trustees approve allocating \$60,000 of the fund balance to the General Fund, \$3,144.54 to the EJRP Capital Reserve and \$116,468.53 to the EJRP Programs enterprise fund.



MEMORANDUM

TO: Village Trustees
FROM: Evan Teich, Unified Manager *ET*
DATE: April 6, 2018
SUBJECT: Essex Energy Committee Request for Funds

At the Trustees' March 27, 2018 meeting, Abbie Tykocki of the Energy Committee submitted the attached letter and made a verbal request for \$600 from the Town and Village (\$300 each) for the Vermont Energy Dashboard. See the attached minutes for details.

Staff is in support of this request.

RECEIVED
MAR 27 2018
Village of Essex Junction

Essex Energy Committee
81 Main Street
Essex Junction, VT 05452

Via email and hand delivery

March 26, 2018

Board of Trustees
Village of Essex Junction
2 Lincoln Street
Essex Junction, VT 05452

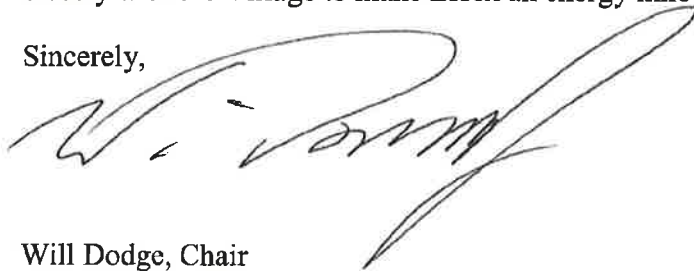
Dear Trustees and Village Planners:

On behalf of the Essex Energy Committee, we would like to express our sincere and heartfelt appreciation for the Village's preparation and submission of the grant application for the electric vehicle charging station on Railroad Avenue, in addition to committing Village funds towards the expenditure. The Committee also very much appreciates learning that the existing charging station served approximately 21 monthly plug-ins, and that it generated revenue for the Village.

Based on recent data being developed by the Chittenden County Regional Planning Commission in connection with the new energy sections of the ECOS plan, Essex Town and Essex Junction together need to see *roughly 100 new light duty electric vehicles registered in Essex each year* through the end of 2025. The availability of convenient, well-situated electric charging infrastructure is vital to achieving this goal. We would like to work with the Village in tracking usage and revenue, all as a means of ultimately promoting cleaner, more efficient transportation in our community.

Thank you again for your forward-thinking planning: the Committee looks forward to working closely with the Village to make Essex an energy innovative location to work, live and play.

Sincerely,



Will Dodge, Chair

ESSEX ENERGY COMMITTEE

Will Dodge	Abbie Tykocki	Irene Wrenner
David Skopin	Natalee Braun	Bradley Prior
David Gottlieb	Jon Peach-Kenworthy	

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
March 27, 2018**

TRUSTEES PRESENT: George Tyler (Village President); Elaine Sopchak [left at 6:50 PM], Dan Kerin, Andrew Brown. (Lori Houghton was absent.)

ADMINISTRATION: Evan Teich, Unified Manager; Lauren Morrisseau, Finance Director & Assistant Manager; Darby Mayville, Community Relations/Economic Development Assistant.

OTHERS PRESENT: Dennis Lutz, Irene Wrenner, Nick Meyer, Mary Jo Engel, Casey Scandore, Warren Spinner, Abbie Tykocki, Linda Paroline, Colin Flanders (Essex Reporter).

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

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

2. AGENDA CHANGES/APPROVAL

It was noted the rehearsal of the re-enactment for the Annual Meeting was conducted prior to the meeting.

3. GUESTS, PRESENTATIONS and PUBLIC HEARINGS

a) Comments from Public on Items not on Agenda

Abbie Tykocki, representing the Energy Committee, mentioned the letter from the committee to the Trustees and village planners expressing appreciation for the grant application for the electric vehicle charging station. The station generated 21 monthly plug-ins and revenue for the village. The village and town need to register 100 new light duty vehicles through 2025 to reach the halfway point toward the state goal of 90% renewable energy by 2050. The Vermont Energy dashboard tracks the progress of municipalities toward the state goal. The web portal separates Essex Junction from Essex which is problematic and does not recognize what has been done in the village and town with regard to energy. The village and town numbers should be combined. There is a cost to merge both and rebuild the website (up to \$600). The committee is requesting funding from the village and town (\$300 each) and is also researching other sources of funding.

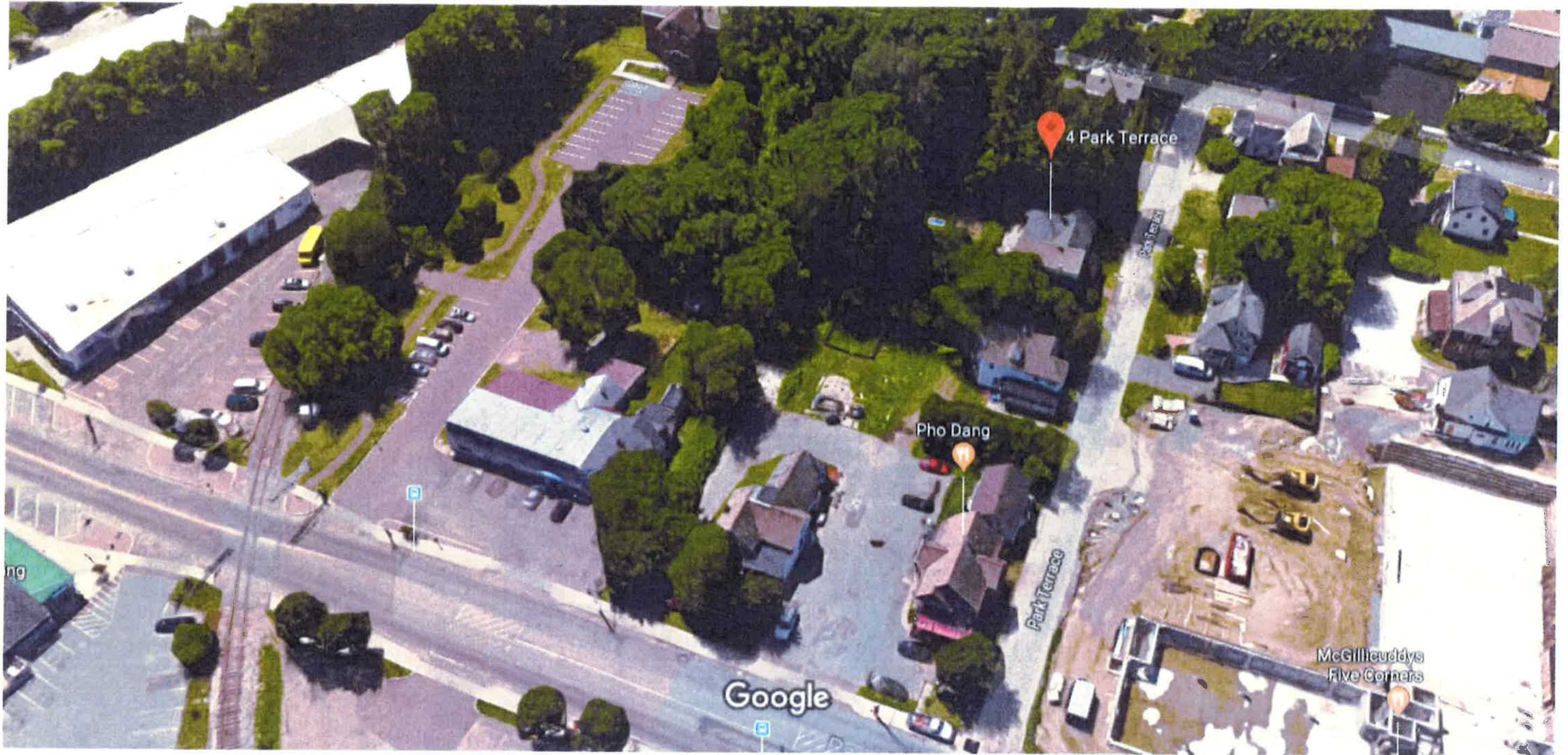
George Tyler said the request will be on the next meeting agenda for action.

Ms. Tykocki commented on the script for the re-enactment of the first Board of Trustees meeting in the village, opining the script has unintended bias and sexist comments.

b) Annual Meeting Preparation

Rehearsal of the re-enactment was conducted prior to the regular meeting.

c) Presentation: FYE17 Audit Report



2018 Vermont All State Parade
Proposal for the Essex Police & Essex Village Trustees
February 26, 2018

Background:

- The 2018 Vermont All State Music Festival is being hosted by Essex High School's Music Department on Wednesday, May 9th through Saturday, May 12th.
- As part of that festival, the annual Vermont All State Parade is held each year on the Wednesday of the festival, also in the host community, a parade open to any school marching group from elementary to high school
- This will be the 91st such parade and we are hoping to have 30 to 35 bands from across Vermont participate, involving more than 2200 students and several thousand supporters.

Concerns:

- Because the Village of Essex Jct. already sponsors our state's largest Memorial Day Parade, because that parade occurs just three weeks after the All State Parade, and because the Five Corners intersection is a major thoroughfare for travelers in Chittenden County, especially at 6:00 PM on a weekday, we are not able to have the Vermont All State Parade.
- Given the long tradition of this event, our nation's longest such festival parade, and its place as the largest student event in our state, we hope to be able to host the Vermont All State Parade in Essex Jct. on that Wednesday in May.

Proposal:

- That we use a different route than the Memorial Day Parade does, one that provides our bands with a street parade along with the additional use of the Essex High School Track.
- That this route be on less traveled roads in the Village of Essex Jct. so that the disruption of traffic is kept to a minimum.
- That this route be such as to only require a few Traffic Control Certified personnel so that it can be staffed by properly trained volunteers from local police and fire agencies, volunteers that the All State Parade chairs will arrange for and organize
- That this route also meet all of the requirements of the All State Parade in regards to safety, parking, crowd control, and location.

Route & Traffic Control personnel:

- The proposed route would be:
 - Starting at the Tree Farm and proceeding South on Old Colchester Road
 - Continuing on to Grove Street as Old Colchester Road passes Educational Drive
 - Turn left and head Southeast on North Street
 - Turn left and head Northeast on Central Street
 - Turn left and head Northwest on Educational Drive
 - Turn right onto the maintenance road between EHS and the skating rink and enter the EHS track facility
- This route would require the following Traffic Control personnel:
 - Old Colchester Road & Route 2A
 - Grove Street & Educational Drive
 - North Street & Grove Street (traffic would be able to come across the tracks and head South of Grove during the parade)
 - Central Street & Grove Street (to keep traffic from North Street and two blocks of Central Street)
 - Central Street & Educational Drive

Preparations:

- A door-to-door notification of the parade and its affect on the residents on streets on the route would be made
- Local media would be used to notify folks of the parade and encourage local folks to come and watch from any point along the route
- The Tree Farm lot would be marked to help organize the band line-up and the EHS track would be prepared to serve as the reviewing stand
- Visiting parents and supporters would be asked to park in the grass lots on the west side of Old Colchester Road and walk to the EHS track grandstand to view the bands as they enter

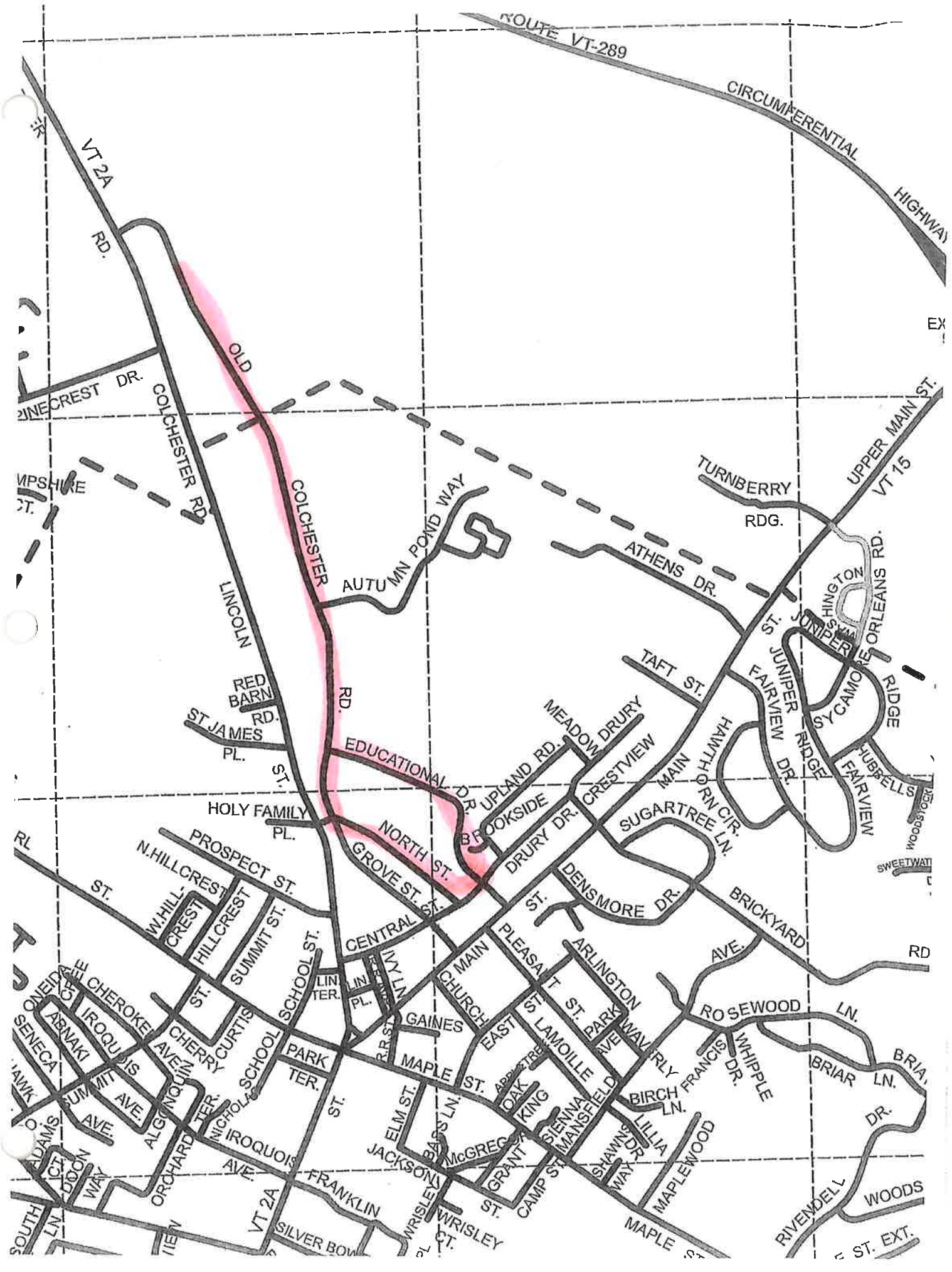
- Concessions and other support would be provided using the existing EHS facilities

Specifics:

- School buses would arrive at the Tree Farm from the Route 2A end of Old Colchester Road and drop-off their students before proceeding to the east parking lot at EHS
- Bands would march out in pre-determined divisional order, led by a local color guard (Fire, Police, Guard, ROTC)
- Bands would perform their pieces while marching along the route as crowds dictate
- Once each band enters the EHS track, they would march down the front straight-away by the grandstand and could either bear left and form on the infield to watch other bands march in or proceed out the far side of the track and walk behind EHS to their buses to begin their journey home
- Students who are meeting their parents after the parade can do so in the grandstand and return to their cars on Old Colchester Road
- Students who are participating in the rest of the festival can retrieve their luggage from the buses and enter EHS through the front doors into the gym for the housing aspect of the festival day
- Bands performing routines will be at the end of the parade and would do those on the track in front of the grandstand / reviewing stand
- With 35 bands, this route should take about 90 minutes for all to cover, thus traffic would be disrupted on these secondary routes from 6:00 PM to 7:30 PM at the most

Support Needed:

- From Essex Police:
 - Their support for our efforts
 - The proper permit to hold this parade
 - The opportunity for our All State Parade chairs to see if there are EPD officers who would volunteer to help
- From the Village of Essex Junction Trustees:
 - The proper permit to hold this parade
 - Their support in sharing the announcements about this event and their encouraging others to attend
- From the Village of Essex Junction Fire Department:
 - Their support for our efforts
 - The opportunity for our All State Parade chairs to see if there are certified EJFD members who would volunteer to help
- From the Village of Essex Junction Public Works Department:
 - Their support for our efforts
- From Essex High School:
 - Their support for our efforts
 - Access to the required facilities





MEMORANDUM

TO: Village Trustees
 FROM: Evan Teich, Unified Manager
 DATE: March 27, 2018
 SUBJECT: Trustees Meeting Schedule

TRUSTEES MEETING SCHEDULE/EVENTS

April 24 6:30 PM	Regular Meeting
April 25 7:00 PM	Joint Meeting with Selectboard at 81 Main Street
May 8 6:30 PM	Regular Meeting
May 22 6:30 PM	Regular Meeting
May 26 10 AM	<i>Memorial Day Parade</i>
June 12 6:30 PM	Regular Meeting
June 14 7:00 PM	Joint Meeting with Selectboard at Lincoln Hall
June 26 6:30 PM	Regular Meeting
July 10 6:30 PM	Regular Meeting
July 24 6:30 PM	Regular Meeting

Anna Strickland
Thank you for
to get

Thank you so much!
Lisa Shirley Mason

Thanks
Maie Cowan

Thanks so much
For the "Senior"
signs in parking
lot !!

Thanks for the
signs greatly appreciated
Brenda Rathe

Many Thanks!
You're starting out
right. Good Day

RECEIVED

APR 04 2018

Village of Essex Junction

Bernie Haslam
Rose Drost

7/3/18



4/13/18

I am a Essex Senior,
and I would like to thank you
for the parking signs
at the center.
It is hard for some of
us to walk, and we use
the center a lot.

I am a Essex Senior,
and I would like to
thank you for the
parking signs at the
senior center.
It is hard for some
of us to walk, and we use
the center a lot.

THANK AGAIN
Viola Beave
245 Pearl St
Essex Jct VT

Thank you
again.
Connie Gilbert
245 Pearl St.
Essex Jct
VT.

RECEIVED

APR 06 2018

Village of Essex Junction

RECEIVED

APR 06 2018

Village of Essex Junction



TO: Village Trustees and Evan Teich, Unified Manager
FROM: Darby Mayville, Community Relations/Economic Development Assistant
DATE: April 10, 2018
RE: Communications Update

DM

Issue

This is an update on Village communications activities.

Discussion

In the past month, staff has done the following to enhance Village Communications:

- Achievements will now be publicized through Front Porch Forum and the Village website. These could include grants received, awards, municipal employee achievements, etc.
- Staff will begin a weekly "Why Essex" column featuring local people doing interesting things. The purpose of this will be to highlight different attributes of the community that many residents may not be familiar with. Examples of potential interviewees could include business owners, non-profits, developers, etc.
- Pictures will be used more often with news items on the Village website.
- Evan will be holding his first "Coffee with Evan" later this week. This will allow residents to talk to him in a more informal setting. If this is popular, it will happen on a regular basis.
- Some press releases will be written in a more casual and funny manner.

We also wanted to highlight the fact that recent posts on the Design Five Corners page have been viewed by between 900 and 1,900 individual Facebook user accounts. Most of these views are believed to come from shares to the popular Essex VT Facebook group, as well as individual user shares.

Cost

None.

Recommendation

This is for informational purposes only.

Memo

To: Essex Junction Trustees, Essex Town Selectboard
From: Max Levy, George Tyler

Re: Documents for Our Next Joint Meeting

4/2/18

As preparation for our next joint meeting we have asked staff to develop a plan, for the boards' review and approval, for continuing staff efforts to align operational policies and procedures of Town and Village departments and administration. We have also asked staff to: 1) review Jennifer Knauer's summary of our March 24 joint meeting on governance and her recommendations for next steps; 2) sketch out a recommendation for how the boards' might move forward with our collaborative conversation on governance. Staffs' suggestions could then serve as a point of reference for our own discussions about how to move the process forward, should we choose to do so.

You should all have received copies of Jennifer's summary and recommendations. If not, please contact Travis or Greg.

We would also like to invite all of you to submit your own ideas for moving forward from the March 24 forum on governance. If you don't have a specific plan in mind, then we encourage you to send along any comments or insights you might have. At our next joint meeting we can review and critique each other's ideas.

Please submit your ideas to Evan and Travis (for selectboard) or Evan and Patty (for trustees) by Wednesday, April 18 so they can collate them and include them in your packets for the joint Select Board/Trustee meeting on April 25th. Thank you.

To: Greg Duggan, Deputy Town Manager
Essex Town Managers Office
81 Main Street, Essex Jct., VT 05452
Gduggan@essex.org

From: Jennifer Knauer
Jennifer Knauer, LLC
50 Snowflake Drive, Jericho, VT 05465
jenknauer@gmail.com / 802.355.4468

Date: 28 March 2018

Re.: Summary Report of Joint Meeting of Essex Selectboard and Essex Jct. Board of Trustees: March 24, 2018

Dear Greg,

Attached are several documents recording (and categorizing) the easel sheet work from the Joint Meeting last Saturday, March 24th. Please share these documents with Trustees, Board Members, and Town Staff as appropriate.

- Essex Selectboard and Trustee Mtg Transcriptions 032418.doc (Transcribed easel sheets & comments word for word)
- Essex Selectboard and Trustee Mtg Easel Images 032418.pdf
- What do you wish to Achieve 032418.doc (edited raw material – sorted into categories, single page)
- Lessons Learned 032418.pdf (edited raw material – sorted into categories, single page)
- Next Steps 032418.doc (direct transcription, single page)

Suggestions for how this work might be used:

1. **The edited notes are sorted into categories and will be the easiest to reference and use for planning.** I also attached documents of the raw material from easel sheets and comments for comparison purposes, and in case I missed anything as I condensed material. Rather than use meeting time to digest these documents as a group, my sense is that it will be more productive for various participants to consider in advance, as well as task a small subset of leadership to generate a proposed roadmap for how/when various topics will be addressed. Begin the next meeting reviewing the proposed roadmap instead of the mountain of raw material. This draft may be as detailed as there is time for – the objective is to round up the topics generated to date and imagine how to strategically use/leverage efforts. (See joint meeting minutes: Next Steps 032418, November 2017 and October 2017, and perhaps also content from Evan's opening slides on March 24, 2018). The intent is to maximize time; it will be easier for the group to respond to a plan (and adjust, reality-test, add) than to generate one from scratch.

2. **How to use “lessons learned” summary:** this is formatted as a “force field analysis” and there is a suggested use listed on the top of the document. It might be a helpful tool for prompting reflection and content for the strategic “road map.” and/or for informing how tasks are prioritized for the next fiscal year and beyond. Keep in the mind that not all items that show up on the “lessons learned” are immediately actionable; the idea is to identify where available energy and resource may be wisely allocated in order to make adjustments and progress.

3. **One piece of feedback that I received on Saturday is that if all the joint meetings incorporate the same volume of public input as Saturday, there will not be enough time left to complete the work itself!** This is legit. It’s likely that future agendas can further hone the sort of input that would be helpful. Here’s an example: if the next joint meeting begins with a discussion of a strategic plan between trustees and board members – ultimately producing a proposed plan – it might be helpful to break for public comment before lunch to invite feedback, reality testing, suggested resources etc.. Board members and Trustees can then consider, make adjustments (or not) as feasible, and design next steps accordingly.

Let me know if you have questions about any of the materials that I have provided. It was a pleasure to work with this group, and I wish participants the best of luck in their next steps from here.

With appreciation,

--Jen

AS ESSEX CONSIDERS POTENTIAL
ADJUSTMENTS TO EVIDENCE → WHAT WISH
TO ACHIEVE?
→ WHAT WISH TO
PROTECT?

Reconcile TWO CHARTERS

CONSIDER ~~HOW~~ ^{HOW} "APPROPRIATE LEVELS
OF SERVICE" MEANS DIFFERENT THINGS

- don't default to historical assumptions
- level of service might vary depending on geography — needs VALUE statement that applies to everyone

CONSIDER SUSTAINABILITY ← economic
y health & resilience ← environment
socially

Preserve "sense of place" ← identity of ^{various geographic} village
* AS new structures ARE CONSIDERED ← village walkability

How to work w/ current charter (does not specify 5/5) in order to improve confidence of decision making in this process

amend charter?
other methods?

EQUAL ACCESS TO RESOURCES in TOWN & VILLAGE; EQUAL TAXATION

↳ anticipate what future population needs - cross about ^{with} regional history?

DO WE NEED NEEDS?
CAN ~~we~~ Essex community trust officials to act w/ balance

WITY PUSHBACK TO EQUAL REPRESENTATION?
HOW TO SUPPLEMENT DURING TRANSITION

Maintain representation / voice
from Essex (outside of Village HAS
UNIQUE PERSPECTIVE TO
PROTECT / INFORM)

→ Need TERMS FOR
DISTRICTS ??

→ REPRESENTATION /
PARTICIPATION
from all districts


of votes
geographic
perspective
of
top

ENSURE THAT STRUCTURE OF REPRESENTATION
does not preempt qualified
participation / expertise



REPRESENTATION FROM VARIOUS
geographies important to protect

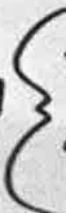
Maintain downtown


Maintain annual meetings

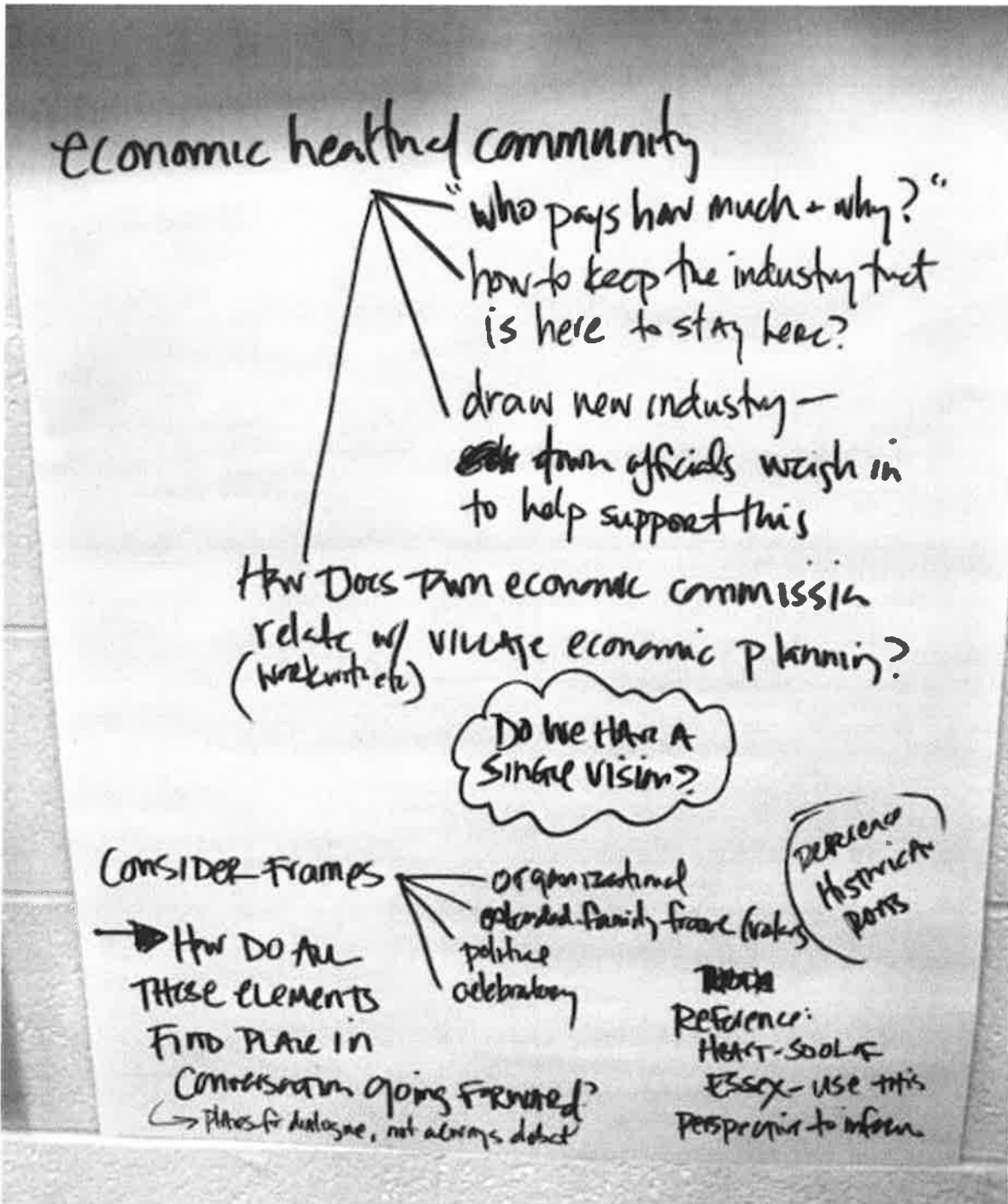
WE AS A community shift from process  ^{Community}
A
B
C

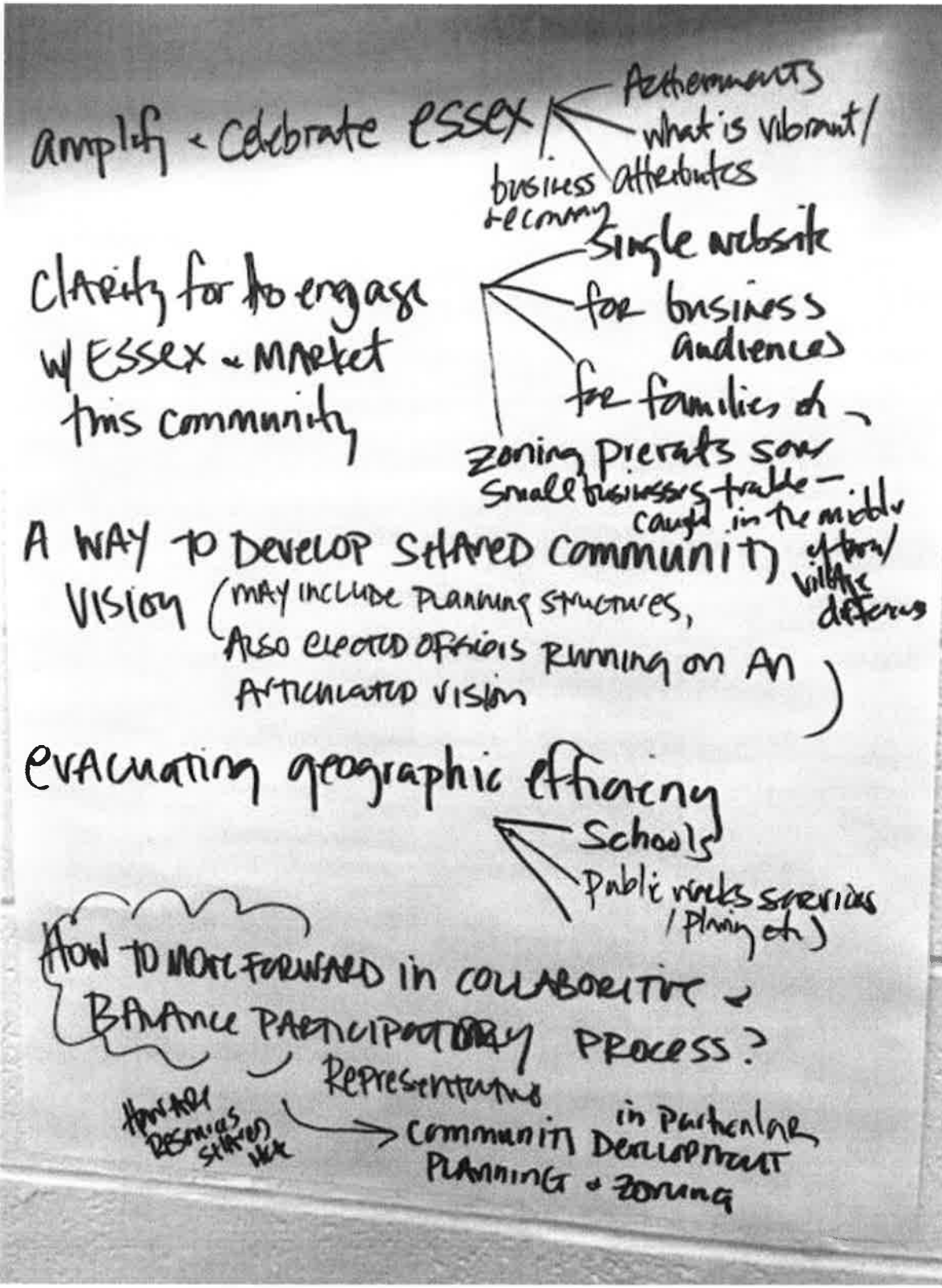
TO  Development
Innovation
Quality of services

QUALITY OF LIFE  Community
natural environment
Business environment
"better together than apart -
entities bring unique things"
 material
natural

protect what is bringing families to area  schools
walkability
growth that is happen

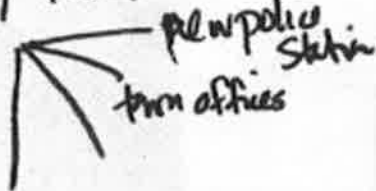
Achieve  tax equity
economic - devel. for entire community
Planning for 1 community 1 board

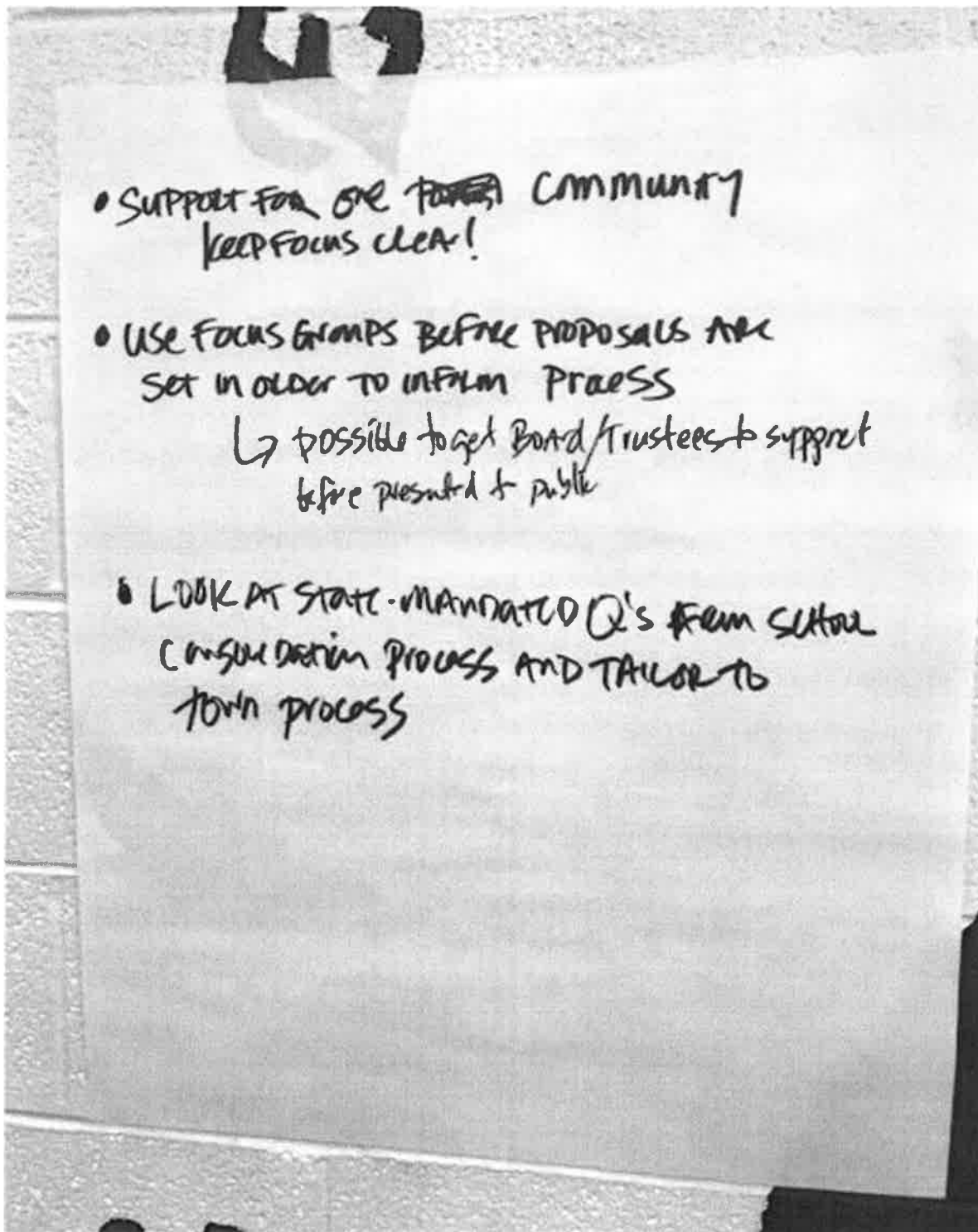




LESSONS LEARNED

DRIVING FACTORS / WHAT HELPS

- OUTREACH EFFORTS REALLY HELP MOVE THINGS FORWARD examples 
- USE VARIOUS FRAMES (not just political) AND USE GOOD DATA/ INFO TO MAKE INFORMED DECISIONS
↳ make careful discernments!
"good decisions need balanced facts"
- EFFICIENCIES FOR ELECTORATE/RESIDENTS re. ESSEX SERVICES
- COMMUNICATION EFFORTS NEED TO INCLUDE ALL SIDES OF THE ISSUE
- CONSOLIDATE WHEN/WHERE IT MAKES SENSE TO DO SO - STRATEGIC PLANNING/EVEN HELPFUL



• SUPPORT FOR ONE TOWN COMMUNITY
KEEP FOCUS CLEAR!

• USE FOCUS GROUPS BEFORE PROPOSALS ARE
SET IN ORDER TO INFORM PROCESS

↳ possible to get Board/Trustees to support
before presented to public

• LOOK AT STATE-MANDATED Q's FROM STATE
CONSIDERATION PROCESS AND TAILOR TO
TOWN PROCESS

LESSONS LEARNED

CHALLENGES / HURDLES

- How to get to one community before big strategic changes
- Reconcile TAX equity
- LEGISLATIVE BODY will need to APPROVE - MAY need to come forth w/ NEW CHARTER INSTEAD OF ~~two~~ COMBINING TWO
- How to get consistent message - info out to PUBLIC
 - ↳ outreach
 - ↳ social media platforms
- CHALLENGE FOR BOARD/TRUSTEES TO SPEAK w/ ONE VOICE
 - ↳ establish avenues for clear communication
 - ↳ establish authoritative source for info

Website: www.essexvt.org / www.essexvt.org

Challenges / Issues

Need name OF ENTITIES — town/junction/et.

one consolidated community → how to name?
prior consolidated efforts didn't clarify this

Figure out how to explore options/consequences
of financial decisions — (tax increases, how/when/
how to adapt)

BIG TAX INCREASES

PROBLEMATIC TO COMMUNICATE

USE VOTE TO VALIDATE PUBLIC RECOMMENDATION
RATHER THAN NEGOTIATE/POLARIZE THROUGH VOTE

↳ thoughtful, informed process that takes

and some
of the
consequences

pulse as we go. (discuss between
selling/inspiring)

COMMUNITY DEV.
RECREATION
DEPTS

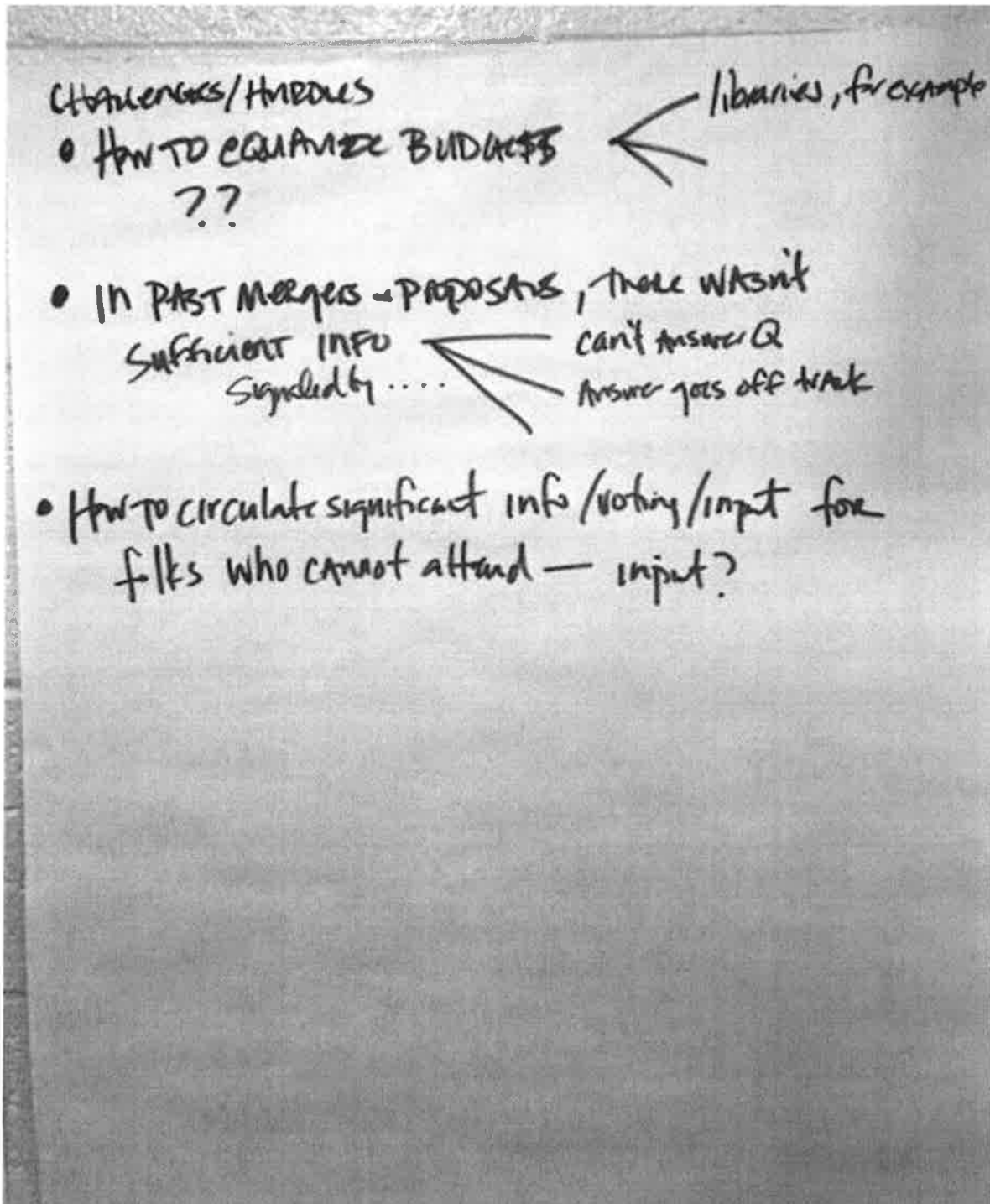
NEED REPRESENTATIONAL EQUITY
ADDRESSED

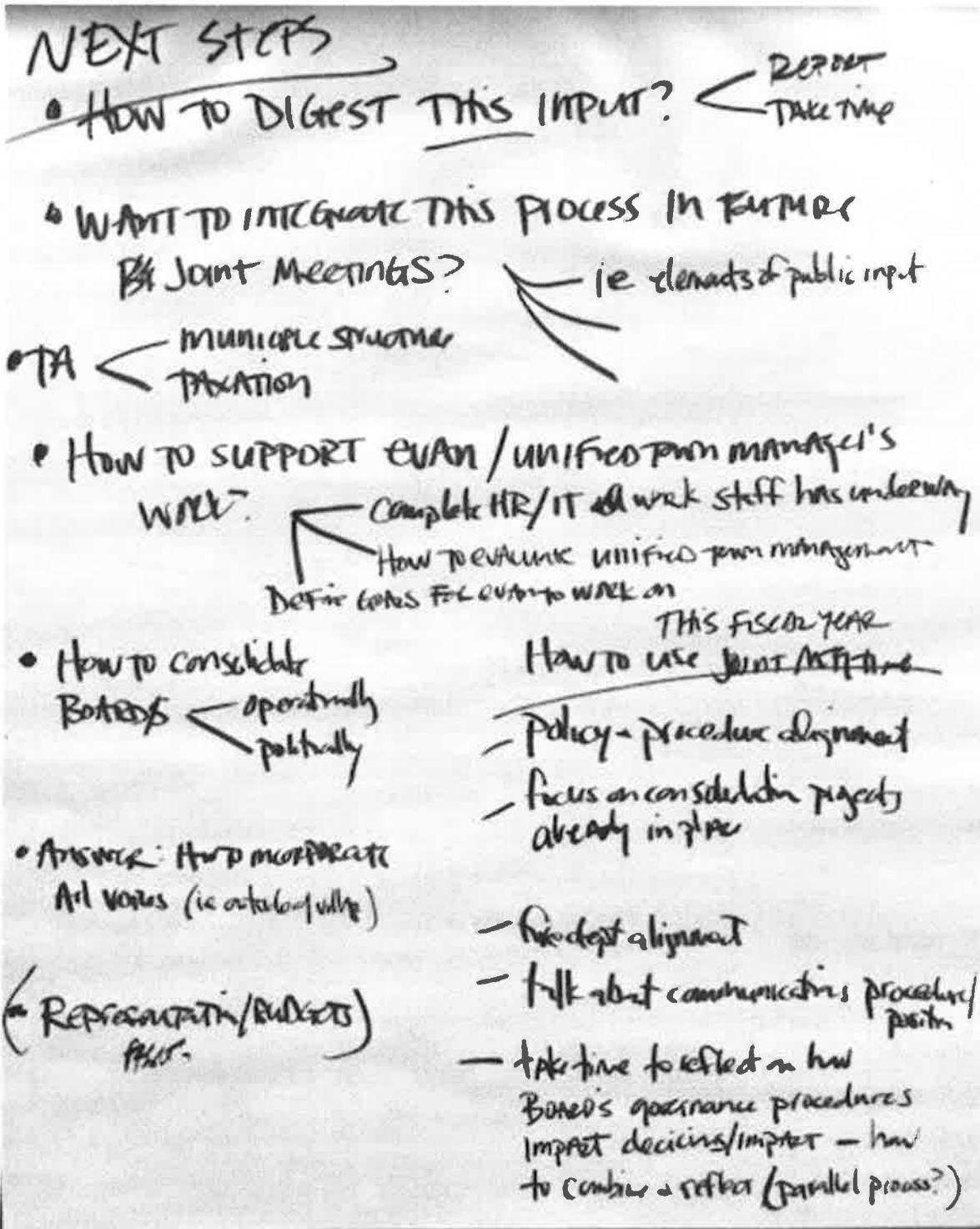
THIS WILL TAKE TIME → prior efforts tried to move
too quickly. (Adjust expectations) these will
take time

WATCH OUT FOR (communication (official source)) which
DO NOT BALANCE MULTIPLE VIEWS

CHALLENGES / HURDLES

- PERSONAL CONDUCT — ^{PERSONALLY CRITICAL,} ^{WHEN TOO} LEASURES TO BE HELPFUL
- UPSIDED REPRESENTATION RESULTS IN DECISIONS THAT DO NOT REPRESENT ALL INTERESTS / ACCESS TO PLANNING + REALITY-TESTING
 - ↳ CONSIDER HOW TO REESTABLISH DISTRICTS (2? 10?)
 - ↳ HOW TO BE MINDFUL OF DISTINCT VIEWS OF REGION WIDE
- ESTABLISH PROCEDURE FOR HOW SELECTBOARD / TRUSTEES WILL MAKE DECISION
- TAKES TIME ~~FOR~~ POLICIES TO TRANSFER INTO PRACTICES
- OUTREACH WILL NEED THESE ELEMENTS
 - clarity on how decisions are constructed by Board / Trustees
 - transparency w/ process, decision making PRIOR to public being engaged
 - ^{HAVE PUBLIC ENGAGEMENT INTEREST}
 - Any outreach is clear, deliberate, unbiased in info
- VALUE STATEMENT THAT APPEALS TO EVERYONE





Essex Selectboard and Trustees Meeting 032418
Easel Sheets (Transcribed by Jen Knauer 03/26/18)

Prompt: “As Essex Considers Potential Adjustments to Governance:

...What do you wish to achieve?

...What do you wish to protect?”

- Reconcile two charters
- Consider how “appropriate levels of service mean different things”
 - Don’t default to historical assumptions
 - Level of service may vary depending on geography – needs value statement that applies to everyone
- Consider sustainability of health and resilience
 - Economic
 - Environmental
 - Socially
- Preserve “sense of place” as new structures are considered
 - Identity of various geographies – define what contributes [to identity]
 - Village walkability
- How to work with current charter (does not specify 5/5 [representatives]) in order to improve confidence of decision-making in this process.
 - Amend charter?
 - Other methods?
- Equal access to resources in town and village; equal taxation → anticipate what future population needs and cares about [may not be the same]. How to reconcile history?
- Do we need wards? Can the Essex Community trust officials to act with balance?
 - Why pushback to equal representation?
 - How to supplement during transition
- Maintain representation/voice from Essex (outside of village has unique perspective to protect/inform)
 - Need terms for districts?
 - Representation / participation from all districts: 3 of votes, geographic perspective
- Ensure that structure of representation does not pre-empt qualified participation/expertise
- Representation from various geographies important to protect
- Maintain downtown
- Maintain annual meetings
- We as a community shift from process (about governance etc) to:
 - Development
 - Innovation
 - Quality of services
- Quality of life: “better together than apart – entities bring unique things (ie. material, natural, community, natural environment, business environment)
- Protect what is bringing families to the area
 - Schools
 - Walkability

- Growth that is happening
- Achieve:
 - Tax equity
 - Economic and development for entire community – planning for 1 community / 1 board
- Economic health of community
 - Who pays how much and why?
 - How to keep the industry that is here to stay here?
 - Draw new industry – town officials weight in to help support this
 - How does town economic commission relate / work with [interact with] village economic planning?
 - Do we have a single vision?
- Consider frames: How do all these elements find place in the conversation going forward? Plans for dialogue, not always debate. Examples:
 - Organizational
 - Extended family frame (voters)
 - Political
 - Celebratory
 - Reference Heart & Soul of Essex – use this perspective to inform
 - Reference historical roots
- Amplify and celebrate Essex
 - Achievements
 - What is vibrant
 - Attributes
 - Business and economy
- Clarity for / to engage with Essex and market this community
 - Single website
 - For business audiences
 - For families, etc.
 - Zoning presents some small businesses trouble – caught in the middle of town/village differences
 - A way to develop shared community vision (may include planning structure, also elected officers running on an articulated vision)
- Evaluating geographic efficiency
 - Of schools
 - Of public works services (plowing etc)
- How to move forward in collaborative and balance participatory process?
 - Representation
 - In particular community development, planning and zoning
 - How are resources shared here

Prompt: “Lessons Learned from past mergers & consolidation efforts: Driving Factors”

- Outreach efforts really help move things forward. (Examples: new police station, town offices)
- Use various frames (not just political) and use good data/info to make informed decisions → make careful discernments! Good decisions need balanced “facts”
- Efficiencies for electorate/residents re Essex Services
- Communication efforts need to include all sides of an issue ...
- Consolidate when/where it makes sense to do so – strategic planning and evaluation helpful
- Support for one community – keep focus clear!
- Use focus groups before proposals are set in order to inform process → possible to get Board/Trustees to support before presented to public
- Look at state mandated Q’s from school consolidation process and tailor to town process

Prompt: Lessons Learned from past mergers & consolidation efforts: Challenges / Hurdles

- How to get to ONE community before big strategic changes
- Reconcile tax equity
- Legislative body will need to approve- may need to come forth with new charter instead of combining two
- How to get consistent message and info out to the public:
 - Outreach
 - Social media platforms
- Challenge for board/trustees to speak with one voice:
 - Establish avenues for clear communication
 - Establish authoritative source for info: website / contact person etc / communication director
 - What leaders are doing
- Need name of entities – town / junction/ etc
 - One consolidated community → how to name?
 - Prior consolidated efforts didn’t clarify this
- Figure out how to explore options/consequences of financial decisions (tax increases, how/when/ how to anticipate)
 - Big tax increase problematic to communicate
- Use vote to validate public recommendation rather than negotiate/polarize through vote
 - Thoughtful, informed process that takes pulse as we go (discern between selling/informing ie. community development, and recreation departments)
- Need representational equity addressed
- This will take time → prior efforts tried to move too quickly. Adjust expectations.
 - These will take time [referring to community development, and recreation departments]
- Watch out for communication (official source) which do not balance multiple views
- Personal conduct – when too personally critical, ceases to be helpful
- Lopsided representation results in decision that do not represent all interests/access to planning and reality testing
 - Consider how to establish districts (2? 10?)

- How to be mindful of distinct view region-wide
- Establish procedure for how selectboard/trustees will make decision
- Takes time for policies to transfer into practices
- Outreach will need these elements:
 - Transparency with process, decision making (how public engages, what engage) prior to public being engaged
 - Any outreach is clear, deliberate and unbiased in info
 - Value statement that applies to everyone
 - Clarity on how decisions have been reached by board/trustees
- How to equalize budgets (libraries, for example)
- In past mergers and proposals, there wasn't sufficient info. Signaled by...
 - Can't answer Q
 - Answer goes off track
- How to circulate significant info/voting/input for folks who cannot attend – input?

Comments from the Public, Written on Note Cards

- Equitable representation of village vs “town ov”
- School merger? Why are Essex “town” students still bussed to Essex Elementary and Middle School instead of the closest school?
- I’ve never been able to vote for village services or budget and mostly haven’t been able to use them. 1. I don’t want the town to pick up paying for the village services at the current price tag (Sue cook – appropriate rather than inherited) 2. My taxes are very high! 3. Keep the Won of Essex name – I live outside the village – I don’t want to pay for inherited services carte blanc. I don’t want to be treated as a problem or ignored or made a fool of (paying to support the village)
- Bonding is frightening. I’m offended by why we need to “unify” the boards, which give double representation to village residents. The town of Essex already exists.
- Cultural change is needed. History of village attempts to make Town of Essex to pay for village only services. Ex after school programs , libraries, moving fireworks from EHS to Maple St Park. Need transparency in data and decisions. Need to stop alienating Essex outside village. Compromise (willingly compromise) on village services. What is village end goal?
- I have a problem with the need to “unify” the Town of Essex and the Village. The Town exists and if the village dissolves, then services at some level will move to the Town. The ball is in the village Trustees’ court to make an honest, respectful proposal
- Name of unified district?
- The village tends to see itself as more of a city. The town o-v tends to see itself as more a traditional town with rural areas.
- If people don’t feel heard and values affirmed you get distrust. This is about respecting the two cultures. On framing: the celebratory frame – it is where the extended family (community) finds meaning and assigns value and political discussion in Essex can block elements of this frame. Paula DeMichele
- Consolidation to me is a full merger abolishing both boards (trustees) and forming wards or districts that better represent all people in the Essex community, equally. Betsy Dunn.
- Town meeting should be preserved. This wonderful entity/process is a great opportunity for the public to be heard and to have direct input into and even to change the budget. However...it needs to be combined with an “Australian” ballot to actually vote on the budget to increase participation. An Australian ballot alone would lead to a less-informed public and a public that has less participation.
- A focus by some of the community members hjas been on equal representation)(that is, the number of boards members for each “district.” Perhaps representation by population size would be appropriate. By that I mean, “x” number of representatives per each “y” of population.
- No gag order, preventing dissenting board members from expressing personal opinions.
- Are there assets that could be more highly taxed (gasp!) to provide additional revenue (so as to reduce impact of consolidated budgets?) Lange mall property, Fairground, etc?
- For a complete consolidation to make sense, the Village trustee board should be dissolved. One “select board” with equal representation from these 2 communities (TIV, TOV) should form. In cases of disagreement (on policy, issues, etc) even split means “we haven’t found a workable solution.” Majority rule will not work here. Equal representation, no village trustee board, will help create a consolidated entity.

- Voice from “outside village” is critical – should be equal (numbers of seats, perhaps two boards similar to “village trustees” board?) Village/town districts, each with equal representation and boards?
- Reduce conflicts of interest in terms of representation of SB (or dissolve Village Trustees) One Essex/One Board: dissolve the Village Trustees. Let’s all put out the fires of Essex together.
- It sounded like a village trustee said the trustees do not have to consider the needs of town outside the village – as town does not pay the tax? Skin in game? - John Egan
- As long as one person serves on both boards nothing is going to change.
- Regarding “the question” I want to preserve the interests of the folks living outside the village. My understanding is that the folks IN the village somehow get their wishes listened to and followed, over the wishes and desires of the people in the town. Because of this there must be fair representation of both areas. It is not fair now.
- Equal representation on the boards is necessary for the entire community to feel their concerns are being given equal weight.
- Achieve: equal representation from all areas of the town, voting on the town budget by Australian ballot, tax equity. Protect: sense of identity, open land, recreational opportunities, public safety, economic health.
- It is telling and sad that a member of the Trustees talked about economic development had as a priority preserving the Village downtown. She made not mention of the Essex Town Center.
- It is very disturbing to see the trustees / board members rolling their eyes or shaking their heads (and in one case making a sarcastic comment) while other member is speaking. Yes I see there are disagreements and bad feelings but it is bad form and unprofessional to act like that. From reading minutes it seems there are many internal issues that may be holding the boards back from being truly effective.
- If people in the various “districts” cannot let go of their anger and acrimony long enough to participate fully in discussion and planning, this alignment and/or consolidation will continue to flounder. I am also stunned as how little participation the public takes in planning meetings, voting, town meeting, etc. Not sure how to solve this but I think the multiple # of times that village residents vote each year is one factor. The point made about needing the “heart and soul” work may also be a good one.
- Last merger involved closing the Essex Free Library. Nooo... Show both sides of the issues on webs site. No gag order on opinions!
- Indian Brook Reservoir: Junction used to own it but did not want to pay for dam rebuilding. Sold it to the “Town” who paid for building dam maintenance, development etc. Now “Junction” gets it back at no cost?
- Drop the word “identity” from the conversation. Identity is a concept that causes people to freeze into identity and become inflexible. Use “culture” instead. Use words that give us the freedom to move between frames. Language matters. – Paula DeMichele
- To change frames think laterally! Not just nuts and bolts. –Paula

Prompt: Discussion of Next Steps between Trustees and Board Members

- How to digest THIS input?
 - Report [summary note]
 - Take Time
- Want to integrate this process in future joint meetings? I.e. elements of public input?
- Technical assistance
 - Municipal structure
 - Taxation
- How to support Evan / Unified Town Manager's work?
 - Complete HR/IT work that staff has underway
 - How to evaluate unified town management
 - Define goals for Evan to work on
- How to consolidate Boards
 - Operationally
 - Politically
- [to] Answer: how to incorporate all votes (i.e. outside of village)
- Representation / Budgets
- How to use joint meeting time this fiscal year:
 - Policy and procedure alignment
 - Focus on consolidation projects already in place
 - Fire Department alignment
 - Talk about communications procedure/position
 - Take time to reflect on how board's governance procedures impact decisions / impact – how to combine and reflect (parallel process?)

“What Do You Wish to Achieve?...” Easel Sheets from Joint Essex Board/Trustee Meeting of March 24, 2018. (Abridged. Scribe: Jen Knauer)

Note: This is an edited list of topics & categories raised in the joint meeting on March 24, 2018. Entries from the original easel sheets were re-organized with these two priorities in mind: 1) group like-topics together, and 2) eliminate duplicate entries.

Prompt: “As Essex Considers Potential Adjustments to Governance, what do you wish to achieve / what do you wish to protect?”

Governance – representation and participation

- Reconcile two charters. Create new charter?
- In the meantime, consider method(s) to supplement current charter/process in order to improve confidence of decision-making during transition(s) and incorporate unique perspectives from all regions of Essex.
- Achieve tax equity – who pays how much and why? Anticipate what future population needs and cares about [may not be the same]. Don’t default to historical assumptions about “appropriate” levels of service.
- Determine/establish terms for various regions. Districts? Wards?
- Maintain annual meetings. Incorporate use of Australian Ballot.

Economic Sustainability & Vitality

- Economic and development for entire community – planning for 1 community / 1 board
- How to keep the industry that is here to stay here?
- Draw new industry – town officials weigh in to help support this
- How does town economic commission interact with village economic planning?
- Preserve “sense of place” as new structures are considered (i.e. village walkability, maintaining downtown, identities/assets of various regions)
- Create clear avenues to engage with Essex and market this community (i.e. single website attentive to various audiences: business, families, etc.)
- Amplify and celebrate Essex: achievements, attributes, business & economy

Services

- Evaluate geographic efficiency (schools, public works services)
- Protect what is bringing families to the area (schools, walkability, growth, recreation, open land)
- Equal access to resources in town and village; equal taxation → anticipate what future population needs and cares about [may not be the same].

Community Dialogue

- Create opportunities for dialogue, not always debate. Reference Heart & Soul of Essex – use this perspective to inform
- Reference historical roots
- Develop shared community vision?

Next Steps: Easel Sheets from Joint Essex Board/Trustee Meeting of March 24, 2018.

(Unabridged. Scribe: Jen Knauer)

Prompt: “Discussion of Next Steps between Trustees and Board Members”

- How to digest THIS input?
 - Report [Jen provides summary note]
 - Take Time
- Want to integrate this process in future joint meetings? I.e. elements of public input?
- Technical assistance
 - Municipal structure
 - Taxation
- How to support Evan / Unified Town Manager’s work?
 - Complete HR/IT work that staff has underway
 - How to evaluate unified town management
 - Define goals for Evan to work on
- How to consolidate Boards
 - Operationally
 - Politically
- [to] Answer: how to incorporate all votes (i.e. outside of village)
- Representation / Budgets
- How to use joint meeting time this fiscal year:
 - Policy and procedure alignment
 - Focus on consolidation projects already in place
 - Fire Department alignment
 - Talk about communications procedure/position
 - Take time to reflect on how board’s governance procedures impact decisions / impact – how to combine and reflect (parallel process?)

Lessons Learned: Easel Sheets from Joint Essex Board/Trustee Meeting of March 24, 2018. (Abridged. Scribe: Jen Knauer)

This graph is modeled after a “force field analysis” concept. The premise is that there are driving factors and restraining factors which contribute to the status quo. Suggestion for use: if you wish to move the dial, identify accessible leverage points for change. Which driving factors may be amplified or built upon? What would it take to address some of the restraining factors (challenges & hurdles)?

“Lessons Learned from past mergers & consolidation efforts: Things That Helped / Driving Factors”

- **Outreach efforts** really help move things forward.
- Use **good and balanced data/info** to make informed decisions
- Locate **efficiencies for electorate/residents** re. Essex Services
- Consolidate only when/where it makes sense to do so – strategic planning and evaluation helpful
- Support for one community – keep focus clear!
- Use **focus groups** before proposals are set in order to inform process
- Suggestion: Look at state mandated Q’s from school consolidation process and tailor to town process.

“Lessons Learned from past mergers & consolidation efforts: Challenges & Hurdles / Restraining Factors”

- **How to get consistent message and info out to the public?**
Establish authoritative source for info: website / contact person etc / communication director.
- **Challenge for board/trustees to speak with one voice:** Establish avenues for clear communication & updates. Establish procedure for how trustees/board members will make decision.
- **Ambiguity of how to name various regions** (town, junction, etc.).
Need to clarify terms.
- **Tax inequity.** Explore and reality-test options/consequences of financial decisions (i.e. tax increases)
- Need thoughtful, informed **community engagement process** that takes pulse as we go (discern between selling/informing i.e. community development, and recreation departments). How to circulate significant info/voting/input for folks who cannot attend – input?
- **This will take time** → prior efforts tried to move too quickly.
Adjust expectations for time it takes to make policies and to transfer into practices.
- **Legislative body / Representational equity will need to be addressed.** Lopsided representation results in decision that do not represent all interests/access to planning and reality testing.
 - o Consider how to establish districts (2? 10?)
 - o How to be mindful of distinct view region-wide

**TOWN OF ESSEX SELECTBOARD
VILLAGE OF ESSEX JUNCTION TRUSTEES
SPECIAL JOINT MEETING
MINUTES OF MEETING
March 24, 2018**

SELECTBOARD: Max Levy, Chair, Michael Plageman, Irene Wrenner, Andrew Watts, Susan Cook.

BOARD OF TRUSTEES: George Tyler, Village President, Elaine Sopchak, Dan Kerin, Andrew Brown, Lori Houghton.

FACILITATOR: Jennifer Knauer

OTHERS PRESENT:

Andy Suntup, Linda Suntup, Diane Clemens, Jim Bernegger, Annie Dun-Watson, Betsy Dunn, John Egan, Mary Lou Hurley, Barbara Higgins, Marie Froeschl, Michael Ross, Margaret Smith, Paul Austin, Leah Pastel, Paula Duke, Lynn Smith, Greg Morgan, Dawn Hill-Fleury, Linda Myers, Paula DeMichele (Did not sign in), Jerry Fox (Did not sign in).

Max Levy and George Tyler called the meeting to order at 10:05 a.m.

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mr. Levy invited those present to join him in reciting the "Pledge of Allegiance."

BUSINESS ITEMS

Introduction (George Tyler & Jennifer Knauer)

Mr. Tyler welcomed everyone to the meeting and gave a brief introduction.

Jennifer Knauer introduced herself and gave an overview of the rules and expectations of the meeting.

Presentation: Governance: What does it mean to....an outsider?- Evan Teich

Mr. Teich introduced himself in both his official role and his outsider status. The benefit to being an "Outsider" is that it allows him to have an objective stance as consolidation efforts progress. He identified Governance as a union that includes mutual likes, that becomes stronger over time. He moved forward with a slideshow presentation on Governance. The slides highlighted: Strategic Direction, Forms of Government, Respect, Governance through Policies, Procedures and Protocols, Culture and Philosophy, taxes, Fees and Equalization, Expert's Report, Legal Composition and Governance Is Up To You. Mr. Teich ended with comments about Change taking time.

Discussion: "As the Consolidation effort progresses, what do you want to preserve or protect?"

Ms. Knauer posed the question to the room, taking responses from the Board followed by the Public.

Irene Wrenner asked if there was a need to identify consolidation, pointing out different interpretations.

SELECTBOARD

March 24, 2018

50 Michael Plageman shared; consolidation is maintaining the level of service to both the Village and the
51 Town Outside the Village, without it decreasing in quality.

52
53 Ms. Wrenner spoke about lost representation for School Board slots for the Town Outside the village.
54 They were promised four representatives in that territory. She indicated that residents in the Village
55 need equal representation.

56
57 Elaine Sopchak suggested using the word alignment over consolidation, as services are currently
58 consolidated. She focused on keeping quality of service, removing language (inside and outside) as
59 they are exclusionary and divisive.

60
61 Lori Houghton recommended considering using the concept of individual communities.

62
63 Mr. Levy explained that consolidation equaled one budget, whereas alignment is two budgets.

64
65 Barbara Higgins objected to the order of comments and reinforced Ms. Wrenner's statement about
66 equal representation and raised the issue of needs being different between Village and Town.

67
68 Marie Froeschl commented about equal representation.

69
70 Jerry Fox stated that Board members are elected officials and should have opportunity to be heard first.

71
72 Ms. Froeschl commented representation over participation.

73
74 Ms. Knauer posed a second question asking what the merger and consolidation covered from 2015 to
75 the present. The public had the opportunity to respond first.

76
77 Paula Duke raised concerns about filling positions in governance and wants to ensure future structure
78 of representation won't preempt qualified individual from participating.

79
80 Iris Banks said it was important to have equal representation on the board, we can find qualified
81 people.

82
83 John Egan asked for clarification on representation from the Village and the Town Outside the Village.

84
85 Mr. Tyler explained the Town Charter doesn't distinguish districts.

86
87 Mr. Fox spoke about eliminating the language "Townie and Villager" within Town of Essex.

88
89 Annie Dunn-Watson asked why the Village has a Board of Trustees, adding too much government. Mr.
90 Tyler gave a history of charter, 19th century, explaining that the development of schools and fire
91 department, which started near the railroad, resulted in taxes, which needed consent from the state.
92 Ultimately a Charter resulted, in this area. Outside the village was sparsely populated and, at that time,
93 didn't have a need for a school of fire department. As this population grew, a separate charter was
94 created.

95
96 Ms. Sopchak asked Ms. Knauer to address quality of services. Ms. Knauer re-visited the overarching
97 question, as consolidation effort progresses, what do you want to achieve? What do you wish to

98 protect? The audience was asked to consider and record any thoughts or questions on index cards,
99 provided by Ms. Knauer. The board had the first opportunity to respond.

100
101 Sue Cook wants services at same level or better, but not an inherited level of service. She wants
102 services to evolve based on collective input.

103
104 Mr. Levy commented that policy makers focus on the “Big Picture”, not just tomorrow, but decades
105 from now. He wants to focus on developing a sustainable community that is socially, economically and
106 environmentally resilient.

107
108 Mr. Tyler wants to respect the identity of folks outside and inside the Village. He added the Village
109 was formed to create services, not a division. Mr. Levy suggested that history is identity and this needs
110 to be preserved as we evolve.

111
112 Ms. Sopchak suggested maintaining the identity of the Village as “Down Town” and mandatory annual
113 meetings.

114
115 Andy Watts wants school development to follow consolidation process.

116
117 Mr. Kerin wants to ensure the quality of life maintained in terms of physical and business environment.
118 He added, we are stronger together than apart, a communion of communities. Ms. Knauer asked the
119 audience to define who we are together and how do we make the most of the communion.

120
121 Ms. Houghton identified defining characteristics of the village being walkability and wants that
122 preserved. She also wanted to identify the reason for community growth as well as achieving tax equity
123 and whole community involvement in economic planning and development. Last she spoke of Essex
124 being the second largest community in the state, but receives little press coverage for achievements.
125 She believes this is due to separation.

126
127 Jim Bernegger mentioned a new arrival’s confusion over his residence, Essex Town or Essex Junction.

128
129 Greg Morgan spoke to the size of the municipality and lack of recognition, adding it’s not the fault of
130 the media but the citizens. We need to identify a vision and market it. People who run for office need to
131 have an agenda and a vision for community growth over being a “good” person. He also feels the
132 current geographical boundaries are inefficient.

133
134 Ms. Dunn-Watson wants to turn to other districts that have joined forces to address moving forward in
135 a collaborative and participatory process.

136
137 Margaret Smith commented that she never felt like the Junction never wanted anything to do with the
138 Town. She identified inequality of representation and raised a concern about the impact this has when it
139 comes to voting.

140
141 Mr. Morgan spoke about loss of focus where development is concerned, citing loss of IBM as an
142 example of poor commercial health. He feels we must recognize that there are serious, but separate
143 concerns. He would like to see some focus on attracting new companies whilst maintaining current
144 ones.

145

SELECTBOARD

March 24, 2018

146 Ms. Higgins spoke to economic development as the crux of the problem; we haven't merged anything
147 apart from the police department. She asked representation to identify what is needed to move forward
148 in order to receive support.

149
150 Paula DeMichele addressed the concept of framing. She identified 4 frames, organizational, family,
151 political and celebratory. She wants us to focus on goals, not identity and feels community is stuck in
152 organizational and political frame citing dissipation of Heart and Soul grant as an example. The heart
153 and soul grant should have been kept and a public engagement specialist should have been hired.

154
155 Linda Smith said we are using Band-Aids when surgery is needed. She spoke to the need to be "small-
156 business friendly and supports the idea of districts. Mr. Egan expressed shared frustration with Ms.
157 Smith and spoke about inequality in representation.

158
159 Mr. Austin wants to see the charter amended adding that there is hostility between the Village and
160 Town, adding the needs aren't that different and future division will turn off residents and businesses.
161 He wants to see equal access to assets and feels the focus should be on the next generation.

162

Lunch

164

165 There was a break for lunch.

166

Presentation: Consolidation Efforts to Date

168

169 Ms. Knauer discussed that cards were available for audience members to write down topics. Ms.
170 Knauer asked the audience to focus on efforts thus far. She handed the mike over to Mr. Duggan for a
171 presentation on efforts to date.

172

173 Mr. Duggan clarified which board members were on each board. He told the audience that Ms.
174 Sopchak will be serving on both boards starting in April. He then began a power point presentation on
175 consolidation efforts to date.

176

177 Ms. Wrenner thanked the voters for their input and appreciates hearing their voice.

178

179 Mr. Duggan gave an overview of the decision to separate from the Town. The village voted to separate
180 in 1999.

181

182 Iris Banks asked a question about the consolidation of the senior center. Mr. Duggan and Mr. Tyler
183 clarified that the Senior Center is a collaborative effort. The Director is a Town employee but the center
184 itself is in a Village building.

185

186 Mr. Egan asked a question about where the schools fit in. Mr. Duggan clarified that the schools have
187 already merged and that we are currently just discussing municipal government.

188

189 Mr. Fox asked a question about what the next steps are. Mr. Duggan indicated that the budgets and
190 consolidation of departments are the next fiscal steps for the next coming year. Mr. Teich said the
191 continuance of the consolidation has to keep going internally. We have three unions, non-union staff,
192 and we have to align benefits and policies to find efficiencies and provide services at high levels.

193

194 Iris Banks indicated that she feels we aren't making progress.

195

196 Mr. Fox spoke about the community being a suburb that is in crisis, explaining change takes time. Mr.
197 Watts spoke to the need to consider relations between the elected officials and the residents as much as
198 the resident will accept the idea of reframing.

199

200

201 **Discussion: "What have you learned from past mergers and consolidation efforts that might impact this**
202 **next phase?"**

203

204 Ms. Knauer shifted focus, asking the audience to reflect: Looking back, what did we learn? What
205 worked? What didn't? The Board shared first.

206

207 Ms. Houghton doesn't want to focus on failures, but what do we want to become as one. We need to
208 identify as one, before moving forward. Tax equity issues must be resolved as well as creation of a new
209 charter.

210

211 Dan Kerin spoke about outreach and getting the message out by using facts and simple straightforward
212 language. He suggested learning from the past; focusing on outreach rather than past feelings of
213 animosity.

214

215 Andrew Brown spoke about sticking to facts, adding perceptions aren't helpful.

216

217 Ms. Sopchak sees the need for the Board of Trustees to speak with one voice and sees the need for a
218 communication specialist to handle press releases and manage a web-page.

219

220 Mr. Tyler commented on the relevance of identity during previous consolidation efforts and feels it
221 needs to be maintained. He feels the name of the new community needs to be taken into consideration.
222 He is concerned about the tax increase that will be shouldered by the town and wants to see a gradual
223 roll out of tax increase, which he expects to average \$380.00.

224

225 Mr. Levy spoke about the merger in 2002. He said the voting was close, yet polarized. He wants efforts
226 to be focused on transparency, keeping the community informed and validate recommendations from
227 the public. Mr. Plageman wants to see conscientious progress, gaining tax efficiencies for the electorate
228 on bite at a time. He added one sided tax increases will be the "Kiss Of Death". He would like to focus
229 on new community development such as The Recreation Department as a slow and thoughtful pace that
230 includes input from the public to inform the electorate.

231

232 Ms. Wrenner feels the electorate needs to see both upsides and downsides to the issues communicated
233 from an impartial source, a communications specialist. She also believes in consolidating when and
234 where it makes sense and would like all Town Offices to be located in Lincoln Center.

235

236 Mr. Watts spoke to the idea of selling issues, stating that no one is entitled to their own facts. He
237 recognizes there is a challenge for people to recognize information as factual in given scenarios. He
238 wants to resolve policies and adopt those into practice.

239

240 Ms. Cook indicated that a lot of what she had been thinking was already stated. She agrees that
241 outreach and communication are crucial to success. The term Transparency had not been said yet and is
242 very important. She also said there should be no bias in facts that come through.

243
244 Jerry Fox spoke about being "One" and keeping an eye on the goal.

245
246 Mr. Brown spoke about the need for the Select Board to spend more time having focused group
247 meetings with an emphasis on gathering input from the community and using that input to move
248 forward.

249
250 Diane Clemons spoke to her experience with the BOE consolidation and volunteered to share that
251 process.

252
253 Ms. Duke addressed the issue of the budgets allocated for each library and the fund raising by Brownell
254 Foundation, which is now dissolved.

255
256 **Next Steps**

257
258 Ms. Knauer guided the group toward a conclusion, asking audience to identify questions that can't be
259 answered. The following list was the outcome; lack of communication, improper information in
260 relation to votes, voting on the web, any member of either board having freedom to express opinions.

261 Mr. Levy thanked the public and the staff and Ms. Knauer proposed she create a report of all
262 information put forth.

263
264 **IRENE WRENNER MOVED AND MICHAEL PLAGEMAN SECONDED A MOTION TO**
265 **ADJOURN AT 2:00 P.M. THE MOTION PASSED 5-0.**

266
267 **DAN KERIN MOVED AND ANDREW BROWN SECONDED A MOTION TO ADJOURN AT**
268 **2:00 P.M. THE MOTION PASSED 5-0.**

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270
271 **Respectfully submitted,**

272
273 Rebecca Coax
274 Recording Secretary

275
276 Approved this _____ day of _____, 2018

277
278 (See minutes of this date for corrections, if any).

279
280 _____

281
282 Susan E. Cook, Clerk, Selectboard

283
284 **(THESE MINUTES ARE SUBJECT TO CHANGE AT THE NEXT SELECTBOARD MEETING)**

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**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
March 27, 2018**

TRUSTEES PRESENT: George Tyler (Village President); Elaine Sopchak [left at 6:50 PM], Dan Kerin, Andrew Brown. (Lori Houghton was absent.)

ADMINISTRATION: Evan Teich, Unified Manager; Lauren Morrisseau, Finance Director & Assistant Manager; Darby Mayville, Community Relations/Economic Development Assistant.

OTHERS PRESENT: Dennis Lutz, Irene Wrenner, Nick Meyer, Mary Jo Engel, Casey Scandore, Warren Spinner, Abbie Tykocki, Linda Paroline, Colin Flanders (Essex Reporter).

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

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

2. AGENDA CHANGES/APPROVAL

It was noted the rehearsal of the re-enactment for the Annual Meeting was conducted prior to the meeting.

3. GUESTS, PRESENTATIONS and PUBLIC HEARINGS

a) Comments from Public on Items not on Agenda

Abbie Tykocki, representing the Energy Committee, mentioned the letter from the committee to the Trustees and village planners expressing appreciation for the grant application for the electric vehicle charging station. The station generated 21 monthly plug-ins and revenue for the village. The village and town need to register 100 new light duty vehicles through 2025 to reach the halfway point toward the state goal of 90% renewable energy by 2050. The Vermont Energy dashboard tracks the progress of municipalities toward the state goal. The web portal separates Essex Junction from Essex which is problematic and does not recognize what has been done in the village and town with regard to energy. The village and town numbers should be combined. There is a cost to merge both and rebuild the website (up to \$600). The committee is requesting funding from the village and town (\$300 each) and is also researching other sources of funding.

George Tyler said the request will be on the next meeting agenda for action.

Ms. Tykocki commented on the script for the re-enactment of the first Board of Trustees meeting in the village, opining the script has unintended bias and sexist comments.

b) Annual Meeting Preparation

Rehearsal of the re-enactment was conducted prior to the regular meeting.

c) Presentation: FYE17 Audit Report

Casey Scandore with Kittell Branagan & Sargent, reviewed the components of the audit report and reported the village received an unmodified opinion (highest opinion). The audit went well. A single audit was also done because the village expended over \$750,000 in federal funds for projects (\$985,000 was received for highway construction projects). With the single audit there were no significant deficiencies, material weaknesses, or findings. The unassigned fund balance for the village is at 9.5% per the policy that states maintaining a less than 10% fund balance. The non-major funds include the Senior Center. The footnotes which are the same as last year include a note about acquiring the Senior Center. The proprietary funds (water, sewer, sanitation) are self-sustaining.

Andrew Brown asked if there is any impact on borrowing by not showing cash for the village. Casey Scandore explained there is no impact because the “due from” from the town represents cash. Andrew Brown asked why the village is considered “high risk”. Casey Scandore explained the rating is due to the single audit. A municipality must have a clean single audit for the prior two years in order to be rated “low risk”. This is the first year the village had a single audit.

Evan Teich asked how long the audit took. Casey Scandore said three auditors spent over five days with staff at the town office performing the audit for both the town and village. The audit focused on the balance sheet. A letter was sent to staff ahead of the audit outlining the requested information for the audit. Staff does a lot of work on the audit. Evan Teich mentioned municipal village and town funds being different from business funds. Casey Scandore confirmed governmental funds are different from business funds. Evan Teich asked if there is anything the village should be working on. Ms. Scandore said nothing out of the ordinary was found with the audit.

George Tyler said it is good to be aware of what goes into the audit in terms of staff hours. The village and town have routinely had good audits thanks to staff.

4. OLD BUSINESS

a) Bidding and Engineering Contract Amendment for Main Street Bridge Replacement
Dennis Lutz, Public Works Director, said the bids for the bridge replacement on Main Street will be opened and awarded in April. Work will begin in June with completion in August before school begins. The bridge will have a concrete pre-fab deck with steel or aluminum railings. There will be a fence around the construction area and jersey barriers. The amendment to the engineering contract (total of \$7,200) is to fix some structural items on the bridge. The state has approved the additional work. The grant split is 90/10 (state/local) so the village's share of the \$7,200 will be \$720.

MOTION by George Tyler, SECOND by Andrew Brown, to approve the proposed engineering contract amendment in the amount of \$7,200 with Engineering Ventures.

DISCUSSION:

- **Andrew Brown confirmed the extra cost for engineering is for reinforcing the retaining wall, not replacing the retaining wall.**

- **Dan Kerin asked if the bridge should be replaced. Dennis Lutz said replacement will likely be in 10-15 years. The state would cover some of the replacement cost.**

VOTING: unanimous (3-0) [Elaine Sopchak not present for vote]; motion carried.

5. NEW BUSINESS

a) Request for Tree Committee Logo

Nick Meyer and Warren Spinner reviewed the proposed logo for the Essex Junction Tree Advisory Committee. Students in graphic design at the Tech Center designed the logo.

MOTION by Dan Kerin, SECOND by Andrew Brown, to accept the Tree Advisory Committee logo as presented. VOTING: unanimous (3-0) [Elaine Sopchak not present for vote]; motion carried.

Nick Meyer mentioned the advance of the Emerald Ash Borer (now in Barre) and potential impact on ash trees in the village planted in the right-of-way (189 trees) and in the parks. Ash trees are on private property as well. The Tree Committee is developing an action plan and will inform the Trustees. Warren Spinner said much of the work can be done by the village and town crews in removing the trees, but some of the work will be contracted out. There is also stump removal/grinding and replanting to do. Cost estimates are needed. The insect moves the fastest via firewood. Treatment besides tree removal includes predators or trunk injection of insecticide (must be injected two years prior to the arrival of the insect and every year thereafter until the insect is eradicated). Nearly 8% of the state forest population is ash so there will be a significant impact on the state by the infestation. Information will be compiled for the Trustees and the public. Workshops for public awareness will be held.

Evan Teich urged addressing the spacing of replanted trees and using a variety of species to avoid being in the same situation again.

b) Village Newsletter Policy

Darby Mayville explained the policy that was developed so individuals and groups are aware of the village policy on publishing announcements and to ensure everyone is treated equitably.

MOTION by George Tyler, SECOND by Dan Kerin, to adopt the Village Newsletter Policy as presented. VOTING: unanimous (3-0) [Elaine Sopchak not present for vote]; motion carried.

c) Annual Meeting Preparation

George Tyler said the re-enactment will be done at the start of the Annual Meeting. There will be a slide presentation on the budget. There could also be a couple of slides updating the public on the consolidation effort to date. Lori Houghton will read the resolution on "Neighbors Day".

There was agreement a handout/flyer on the consolidation effort and a Q&A sheet with frequently asked questions should be available at the meeting.

6. MANAGER'S REPORT

a) All State Parade Street Closure

Evan Teich reported the Educational Center accepted hosting the All State Parade and requested Main Street be closed for two hours beginning at 6 PM on a Wednesday night which is not workable. An alternate route was suggested to use Old Colchester Road to Autumn Pond. The school will notify all the property owners of the road closure. Residents at Autumn Pond will use the back (emergency) entrance during the closure.

Andrew Brown asked if there is willingness to change the date or time of the parade so the normal parade route can be used. Evan Teich said the village only received the request for the road closure and has not been involved in any of the planning for the event. The school will brief the Trustees on the plan once it is set.

Irene Wrenner, resident, mentioned the school is seeking people to host students for the weekend. Patty Bergeron is coordinating housing.

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

- April 10, 2018
- April 24, 2018
- May 8, 2018
- May 22, 2018
- June 12, 2018
- June 26, 2018

* April 4, 2018 @ 7 PM – Village Annual Meeting (community supper @ 6 PM)

* April 25, 2018 @ 7 PM – Joint Meeting with Selectboard, 81 Main Street

* May 26, 2018 @ 10 AM – Memorial Day Parade

* June 14, 2018 @ 7PM – Joint Meeting with Selectboard, Lincoln Hall

c) Parking Complaints

Evan Teich said complaints have been received about people parking on Park Terrace near McGillicuddy's. Temporary barriers are in place on the south side of the street across from the building and the police will be enforcing the parking. A permanent sign will be installed and enforced. Staff is trying to get the word out that there is a large parking lot behind Road ResQ that would be good for employees to use to free up spaces closer to the business.

Dan Kerin said there is public parking by Lincoln Hall and the fire station as well.

George Tyler suggested posting signs with the universal parking symbol so people can see exactly where there is parking.

7. TRUSTEES COMMENTS AND CONCERNS/READING FILE**a) Board Member Comments**

- Andrew Brown announced the upcoming presentation of the village budget and the debate by candidates for the open Trustee seats on Channel 17.

b) Reading File

- Minutes
 - Tree Advisory Committee 2/20/18
- Memo from Dennis Lutz, Public Works Director, re: Informal Partnership Program with CTE

8. CONSENT AGENDA

MOTION by Andrew Brown, SECOND by Elaine Sopchak, to approve the consent agenda as follows:

- a) Approve Minutes of Previous Meeting(s) 3/13/18.**
- b) Expense Warrant #17087, dated 3/16/18, in the amount of \$63,214.67.**
- c) Expense Warrant #17088, dated 3/23/18, in the amount of \$371,971.05.**

VOTING: unanimous (3-0) [Elaine Sopchak not present for vote]; motion carried.

9. EXECUTIVE SESSION

MOTION by George Tyler, SECOND by Dan Kerin, to go into Executive Session to discuss a personnel matter and include the Unified Manager and Finance Director.

VOTING: unanimous (3-0) [Elaine Sopchak not present for vote]; motion carried.

Executive Session was convened at 7:35 PM and adjourned at 8 PM.

10. ADJOURNMENT

MOTION by Andrew Brown, SECOND by Dan Kerin, to adjourn the Board of Trustees meeting. VOTING: unanimous (3-0) [Elaine Sopchak not present for vote]; motion carried.

The meeting was adjourned at 8 PM.

RScty: M.E.Riordan

03/30/18
09:40 am

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17089 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 03/30/18 To 03/30/18 & Fund 2

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
10510	01/30/18	Misc Supplies 717328	210-45220.610 SUPPLIES	62.66	15774	03/30/18
10510	02/23/18	Misc Supplies 717391	210-45220.610 SUPPLIES	4.99	15774	03/30/18
00530	03/12/18	BF books B5262076	210-49345.000 LIBRARY DONATION EXPENDIT	16.84	15776	03/30/18
00530	03/13/18	BF books B5263517	210-49345.000 LIBRARY DONATION EXPENDIT	16.30	15776	03/30/18
00530	03/15/18	BF books B5266160	210-49345.000 LIBRARY DONATION EXPENDIT	16.30	15776	03/30/18
00530	03/15/18	BL books B5266335	210-45551.610 SUPPLIES	1.80	15776	03/30/18
00530	03/15/18	BL books B5266335	210-45551.641 JUVEN COLLECTION-PRNT & E	28.38	15776	03/30/18
00530	03/15/18	BL books B5266336	210-45551.640 ADULT COLLECTION-PRINT &	8.80	15776	03/30/18
00530	03/15/18	BL books B5266369	210-45551.641 JUVEN COLLECTION-PRNT & E	21.69	15776	03/30/18
00530	03/15/18	BL books B5266369	210-45551.610 SUPPLIES	0.90	15776	03/30/18
V04609	03/01/18	BL books 1559993	210-45551.640 ADULT COLLECTION-PRINT &	93.48	15777	03/30/18
25120	03/08/18	Online Timesheets 247495	210-45110.330 OTHER PROFESSIONAL SVCS	441.00	15779	03/30/18
41420	03/22/18	BL maint building 7315	210-45551.434 MAINT. BUILDINGS/GROUNDS	15.00	15787	03/30/18
19360	03/26/18	ADSB joint mtg food 3/24 2828	210-41320.560 TRUSTEES EXPENDITURES	245.25	15788	03/30/18
25390	03/19/18	EJRP Credit Card 031918D	210-45110.330 OTHER PROFESSIONAL SVCS	20.14	15791	03/30/18
25390	03/19/18	EJRP Credit Card 031918D	210-45110.330 OTHER PROFESSIONAL SVCS	20.33	15791	03/30/18
30685	03/21/18	FN GFOA webinar 2881402	210-41320.500 TRAINING, CONFERENCES, DU	17.50	15795	03/30/18
V10099	01/21/18	BL tech access 2018 G182236	210-45551.530 TECHNOLOGY ACCESS	949.04	15796	03/30/18
V10099	01/21/18	BL tech access 2018 G182236	210-14301.000 PREPAID EXPENSES	949.04	15796	03/30/18
07010	03/21/18	Park St School 2/20-3/21 032118D	210-41940.624 PARK ST. ELECTRICITY	289.32	15797	03/30/18
V1204	11/16/17	BL mileage replacement ck 11162017WJ	210-45551.500 TRAINING, CONFERENCES, DU	9.63	15799	03/30/18
25830	03/09/18	FN 941 software 7533	210-41320.610 SUPPLIES	31.80	15802	03/30/18
14025	03/15/18	VA life ins Village 180309153273	210-45110.210 HEALTH INS & OTHER BENEFIT	190.40	15804	03/30/18
14025	03/15/18	VA life ins Village 180309153273	210-45110.210 HEALTH INS & OTHER BENEFIT	47.60	15804	03/30/18
14025	03/15/18	VA life ins Village 180309153273	210-43110.210 HEALTH INS & OTHER BENEFIT	158.19	15804	03/30/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14025	03/15/18	LINCOLN NATIONAL LIFE INS VA life ins Village 180309153273	210-41320.210 HEALTH INS & OTHER BENEFIT	139.59	15804	03/30/18
14025	03/15/18	LINCOLN NATIONAL LIFE INS VA life ins Village 180309153273	210-43151.210 HEALTH INS & OTHER BENEFIT	24.66	15804	03/30/18
14025	03/15/18	LINCOLN NATIONAL LIFE INS VA life ins Village 180309153273	210-45551.210 HEALTH INS & OTHER BENEFIT	279.15	15804	03/30/18
14025	03/15/18	LINCOLN NATIONAL LIFE INS VA life ins Village 180309153273	210-41970.210 HEALTH INS & OTHER BENEFIT	93.05	15804	03/30/18
14025	03/15/18	LINCOLN NATIONAL LIFE INS VA life ins Village 180309153273	210-41335.210 HEALTH INS & OTHER BENEFIT	46.53	15804	03/30/18
24960	03/15/18	NORTHEAST DELTA DENTAL VA Apr dental ins Vilage 180315	210-45110.210 HEALTH INS & OTHER BENEFIT	443.88	15806	03/30/18
24960	03/15/18	NORTHEAST DELTA DENTAL VA Apr dental ins Vilage 180315	210-45220.210 HEALTH INS & OTHER BENEFIT	66.60	15806	03/30/18
24960	03/15/18	NORTHEAST DELTA DENTAL VA Apr dental ins Vilage 180315	210-43110.210 HEALTH INS & OTHER BENEFIT	271.14	15806	03/30/18
24960	03/15/18	NORTHEAST DELTA DENTAL VA Apr dental ins Vilage 180315	210-41320.210 HEALTH INS & OTHER BENEFIT	239.25	15806	03/30/18
24960	03/15/18	NORTHEAST DELTA DENTAL VA Apr dental ins Vilage 180315	210-43151.210 HEALTH INS & OTHER BENEFIT	42.27	15806	03/30/18
24960	03/15/18	NORTHEAST DELTA DENTAL VA Apr dental ins Vilage 180315	210-45551.210 HEALTH INS & OTHER BENEFIT	478.48	15806	03/30/18
24960	03/15/18	NORTHEAST DELTA DENTAL VA Apr dental ins Vilage 180315	210-41335.210 HEALTH INS & OTHER BENEFIT	79.75	15806	03/30/18
24960	03/15/18	NORTHEAST DELTA DENTAL VA Apr dental ins Vilage 180315	210-41970.210 HEALTH INS & OTHER BENEFIT	159.49	15806	03/30/18
V9564	03/27/18	PIERCE ELIZABETH BL mileage 3212018AP	210-45551.500 TRAINING, CONFERENCES, DU	40.33	15808	03/30/18
25935	03/22/18	SMITH HARLAN Phone Replacement 032218D	210-45110.610 SUPPLIES	272.00	15812	03/30/18
03320	03/14/18	TYLER TECHNOLOGIES INC AD Software migration 025217976	210-41320.340 COMPUTER EXPENSES	500.00	15817	03/30/18
21000	03/21/18	UNIFIRST CORPORATION BL mats 0361866673	210-45551.434 MAINT. BUILDINGS/GROUNDS	45.40	15819	03/30/18
19350	01/11/18	VERIZON CONNECT FLEET USA ST gps IN2229295	210-43110.442 EQUIPMENT RENTALS	280.00	15821	03/30/18
19350	02/11/18	VERIZON CONNECT FLEET USA ST gps IN2291697	210-43110.442 EQUIPMENT RENTALS	280.00	15821	03/30/18
19350	03/11/18	VERIZON CONNECT FLEET USA ST gps IN2355080	210-43110.442 EQUIPMENT RENTALS	280.00	15821	03/30/18
36130	02/18/18	VERIZON WIRELESS VA 2/19-3/18 9801880801	210-42220.535 TELEPHONE SERVICES	160.04	15822	03/30/18
36130	02/18/18	VERIZON WIRELESS VA 2/19-3/18 9801880801	210-41970.535 TELEPHONE SERVICES	40.01	15822	03/30/18
29825	02/23/18	VT GAS SYSTEMS Admin & Bath House Bldgs 032118D	210-45220.623 HEATING/NATURAL GAS	287.42	15823	03/30/18
29825	03/21/18	VT GAS SYSTEMS Maint & Aspire Bldgs 032118D1	210-45220.623 HEATING/NATURAL GAS	427.79	15823	03/30/18
29825	03/21/18	VT GAS SYSTEMS Park St School 2/15-3/19 2262012 3/21	210-41940.625 PARK ST. SCHOOL NAT GAS	415.66	15826	03/30/18

03/30/18
09:40 am

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17089 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 03/30/18 To 03/30/18 & Fund 2

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07565	W B MASON CO INC	02/23/18 Commerical Shop Vac I52717004	210-45220.610 SUPPLIES	629.00	15831	03/30/18
07565	W B MASON CO INC	03/01/18 Park ST Cleaning I52885799	210-45220.610 SUPPLIES	4.98	15831	03/30/18
07565	W B MASON CO INC	03/01/18 Park ST Cleaning I53016090	210-45220.610 SUPPLIES	26.59	15831	03/30/18
07565	W B MASON CO INC	03/07/18 Maple ST Cleaning I53051582	210-45220.610 SUPPLIES	99.20	15831	03/30/18
07565	W B MASON CO INC	03/09/18 Maple ST Cleaning I53114257	210-45220.610 SUPPLIES	15.65	15831	03/30/18
07565	W B MASON CO INC	03/14/18 Office Supplies I53237839	210-45110.610 SUPPLIES	124.96	15831	03/30/18
07565	W B MASON CO INC	03/16/18 ADCDLH supplies I53329472	210-41970.610 SUPPLIES	9.50	15831	03/30/18
07565	W B MASON CO INC	03/16/18 ADCDLH supplies I53329472	210-41940.610 SUPPLIES	105.97	15831	03/30/18
07565	W B MASON CO INC	03/16/18 ADCDLH supplies I53329472	210-41320.610 SUPPLIES	19.29	15831	03/30/18
07565	W B MASON CO INC	03/19/18 Park ST Cleaning I53375995	210-45220.610 SUPPLIES	160.94	15831	03/30/18
42665	AMAZON/SYNCB	02/06/18 REFUND 439645886889	226-45115.610 SUPPLIES	-56.73	15767	03/30/18
42665	AMAZON/SYNCB	01/30/18 Poles & Baskets 446933799448	226-45115.610 SUPPLIES	753.10	15767	03/30/18
42665	AMAZON/SYNCB	01/31/18 VK Supplies 449544468373	226-45120.610 SUPPLIES	45.93	15767	03/30/18
42665	AMAZON/SYNCB	01/26/18 Luau Supplies 449768769844	226-45115.610 SUPPLIES	67.10	15767	03/30/18
42665	AMAZON/SYNCB	02/01/18 VK Supplies 464898548836	226-45120.610 SUPPLIES	55.56	15767	03/30/18
42665	AMAZON/SYNCB	02/08/18 LAX Sticks 467647866474	226-45115.610 SUPPLIES	385.81	15767	03/30/18
42665	AMAZON/SYNCB	02/05/18 REFUND 478658376736	226-45115.610 SUPPLIES	-10.37	15767	03/30/18
42665	AMAZON/SYNCB	02/02/18 VK Supplies 493734546788	226-45120.610 SUPPLIES	16.98	15767	03/30/18
42665	AMAZON/SYNCB	01/09/18 VK Supplies 534387366359	226-45120.610 SUPPLIES	76.99	15767	03/30/18
42665	AMAZON/SYNCB	02/02/18 VK Supplies 775849876394	226-45120.610 SUPPLIES	9.50	15767	03/30/18
42665	AMAZON/SYNCB	01/19/18 AED Trainers 863645737965	226-45115.610 SUPPLIES	180.00	15767	03/30/18
42665	AMAZON/SYNCB	02/02/18 VK Supplies 889537635955	226-45120.610 SUPPLIES	43.35	15767	03/30/18
42665	AMAZON/SYNCB	01/09/18 VK Supplies 945894458397	226-45120.610 SUPPLIES	18.63	15767	03/30/18
19335	ARK CATERING C/O ANDREA O	11/30/17 Final Payment DC Meal 113017D1	226-45115.330 OTHER PROFESSIONAL SVCS	588.00	15771	03/30/18
10510	BLUE TARP FINANCIAL INC	01/28/18 Supplies 717320	226-45120.610 SUPPLIES	10.78	15774	03/30/18

03/30/18
09:40 am

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17089 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 03/30/18 To 03/30/18 & Fund 2

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45120.330 OTHER PROFESSIONAL SVCS	15.00	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45115.330 OTHER PROFESSIONAL SVCS	127.50	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45120.580 TRAVEL	123.50	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45120.580 TRAVEL	78.00	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45120.580 TRAVEL	234.00	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45110.500 TRAINING, CONF, DUES	25.19	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45120.330 OTHER PROFESSIONAL SVCS	15.00	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45120.580 TRAVEL	160.50	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45121.330 OTHER PROFESSIONAL SVCS	75.00	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45120.330 OTHER PROFESSIONAL SVCS	15.00	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45115.330 OTHER PROFESSIONAL SVCS	10.00	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45115.330 OTHER PROFESSIONAL SVCS	50.00	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45122.610 Supplies	273.76	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45110.536 POSTAGE	100.00	15791	03/30/18
25390	FIRST NATIONAL BANK OMAHA	03/19/18 EJRP Credit Card 031918D	226-45120.330 OTHER PROFESSIONAL SVCS	15.00	15791	03/30/18
15075	GILLARD MAUREEN	03/22/18 Travel - Cab Reimburse 032218D	226-45120.500 TRAINING, CONF, DUES	79.90	15794	03/30/18
14930	LABRECQUE ROBYN	03/14/18 Zumba 5	226-45120.330 OTHER PROFESSIONAL SVCS	870.00	15800	03/30/18
14025	LINCOLN NATIONAL LIFE INS	03/15/18 VA life ins Village 180309153273	226-45110.210 HEALTH INS & OTHER BENEFIT	47.58	15804	03/30/18
14025	LINCOLN NATIONAL LIFE INS	03/15/18 VA life ins Village 180309153273	226-45121.210 HEALTH INS & OTHER BENEFIT	182.70	15804	03/30/18
14025	LINCOLN NATIONAL LIFE INS	03/15/18 VA life ins Village 180309153273	226-45120.210 HEALTH INS & OTHER BENEFIT	236.24	15804	03/30/18
24960	NORTHEAST DELTA DENTAL	03/15/18 VA Apr dental ins Vilage 180315	226-45120.210 HEALTH INS & OTHER BENEFIT	262.28	15806	03/30/18
24960	NORTHEAST DELTA DENTAL	03/15/18 VA Apr dental ins Vilage 180315	226-45121.210 HEALTH INS & OTHER BENEFIT	321.41	15806	03/30/18
24960	NORTHEAST DELTA DENTAL	03/15/18 VA Apr dental ins Vilage 180315	226-45110.210 HEALTH INS & OTHER BENEFIT	34.96	15806	03/30/18
19435	PEOPLE ADMIN	03/01/18 School Spring Account RI-4422-PA	226-45120.330 OTHER PROFESSIONAL SVCS	1050.00	15807	03/30/18
24830	REINHART FOODSERVICE	03/20/18 VK Snack 821409	226-45120.610 SUPPLIES	130.81	15809	03/30/18

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24830	REINHART FOODSERVICE	03/26/18 VK Snack 825150	226-45120.610 SUPPLIES	111.99	15809	03/30/18
24830	REINHART FOODSERVICE	03/26/18 VK Snack 827004	226-45120.610 SUPPLIES	195.69	15809	03/30/18
24830	REINHART FOODSERVICE	03/26/18 VK Snack 827576	226-45120.610 SUPPLIES	179.97	15809	03/30/18
25180	SOLLACE ADAM	03/22/18 Hotel - NAA Conference 032218D	226-45120.500 TRAINING, CONF, DUES	712.89	15813	03/30/18
07565	W B MASON CO INC	03/15/18 Label Holders I53278218	226-45115.610 SUPPLIES	34.49	15831	03/30/18
19430	ELEGANT FLOORS LLC	02/26/18 Aspire Floors CG800103	233-46801.004 MAINT GARAGE/CAMP ADDITIO	300.00	15785	03/30/18
19430	ELEGANT FLOORS LLC	02/09/18 Aspire Floors CG80077	233-46801.004 MAINT GARAGE/CAMP ADDITIO	4956.57	15785	03/30/18
14025	LINCOLN NATIONAL LIFE INS	03/15/18 VA life ins Village 180309153273	254-43200.210 HEALTH INS & OTHER BENEFIT	116.31	15804	03/30/18
24960	NORTHEAST DELTA DENTAL	03/15/18 VA Apr dental ins Vilage 180315	254-43200.210 HEALTH INS & OTHER BENEFIT	199.37	15806	03/30/18
23455	CHITTENDEN SOLID WASTE DI	03/13/18 ESQG waste disposal 22154	255-43200.570 MAINTENANCE OTHER	218.00	15778	03/30/18
06870	ENDYNE INC	03/21/18 WW primary screening 258678	255-43200.577 CONTRACT LABORATORY SERVI	40.00	15786	03/30/18
14025	LINCOLN NATIONAL LIFE INS	03/15/18 VA life ins Village 180309153273	255-43200.210 HEALTH INS & OTHER BENEFIT	240.54	15804	03/30/18
21360	MICROWEST SOFTWARE SYSTEM	02/01/18 WW CMMS renewal 25344	255-43200.570 MAINTENANCE OTHER	530.00	15805	03/30/18
24960	NORTHEAST DELTA DENTAL	03/15/18 VA Apr dental ins Vilage 180315	255-43200.210 HEALTH INS & OTHER BENEFIT	412.29	15806	03/30/18
36130	VERIZON WIRELESS	02/18/18 VA 2/19-3/18 9801880801	255-43200.535 TELEPHONE SERVICES	143.18	15822	03/30/18
07565	W B MASON CO INC	03/15/18 WW lab water 153287795	255-43200.618 SUPPLIES - LABORATORY	53.94	15830	03/30/18
14025	LINCOLN NATIONAL LIFE INS	03/15/18 VA life ins Village 180309153273	256-43200.210 HEALTH INS & OTHER BENEFIT	111.66	15804	03/30/18
24960	NORTHEAST DELTA DENTAL	03/15/18 VA Apr dental ins Vilage 180315	256-43200.210 HEALTH INS & OTHER BENEFIT	191.39	15806	03/30/18

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				25711.19		

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05290	ADVANCE AUTO PARTS	03/06/18 ST supplies 552806526142	210-43110.626 GAS,GREASE AND OIL	42.07	15836	04/06/18
05290	ADVANCE AUTO PARTS	03/16/18 ST v belt 552807545837	210-43110.434 MAINT. BUILDINGS/GROUNDS	19.52	15836	04/06/18
05290	ADVANCE AUTO PARTS	03/20/18 sT fuel filter, oils 552807926301	210-43110.570 MAINTENANCE OTHER	7.88	15836	04/06/18
05290	ADVANCE AUTO PARTS	03/20/18 sT fuel filter, oils 552807926301	210-43110.626 GAS,GREASE AND OIL	37.30	15836	04/06/18
05290	ADVANCE AUTO PARTS	03/20/18 ST A&F 552807926308	210-43110.626 GAS,GREASE AND OIL	41.97	15836	04/06/18
05290	ADVANCE AUTO PARTS	03/20/18 ST grease gun 552807950687	210-43110.626 GAS,GREASE AND OIL	132.99	15836	04/06/18
05290	ADVANCE AUTO PARTS	03/21/18 ST grease gun hose 552808045958	210-43110.610 SUPPLIES	8.53	15836	04/06/18
05290	ADVANCE AUTO PARTS	03/21/18 ST break cleaner 552808050721	210-43110.610 SUPPLIES	25.08	15836	04/06/18
05290	ADVANCE AUTO PARTS	03/23/18 ST hook, pic set 552808246045	210-43110.610 SUPPLIES	20.93	15836	04/06/18
05290	ADVANCE AUTO PARTS	03/08/18 ST-BRAKE LINE 6733923	210-43110.432 VEHICLE MAINTENANCE	8.79	15836	04/06/18
05290	ADVANCE AUTO PARTS	03/08/18 ST-BUSHING 6745484	210-43110.432 VEHICLE MAINTENANCE	2.39	15836	04/06/18
05290	ADVANCE AUTO PARTS	03/08/18 ST-CLOSE NIPPLE 6750391	210-43110.432 VEHICLE MAINTENANCE	2.39	15836	04/06/18
05290	ADVANCE AUTO PARTS	03/12/18 ST-UNION TEE 7150451	210-43110.432 VEHICLE MAINTENANCE	6.57	15836	04/06/18
42665	AMAZON/SYNCE	03/10/18 BL books,etc 006985 3/10	210-45551.610 SUPPLIES	92.75	15838	04/06/18
42665	AMAZON/SYNCE	03/10/18 BL books,etc 006985 3/10	210-45551.640 ADULT COLLECTION-PRINT &	430.57	15838	04/06/18
42665	AMAZON/SYNCE	03/10/18 BL books,etc 006985 3/10	210-45551.641 JUVEN COLLECTION-PRNT & E	8.09	15838	04/06/18
07155	AMERICAN ROCK SALT CO LLC	03/16/18 ST salt 0558041	210-43125.610 WINTER MAINTENANCE	3218.96	15840	04/06/18
07155	AMERICAN ROCK SALT CO LLC	03/16/18 ST salt 0558042	210-43125.610 WINTER MAINTENANCE	3342.63	15840	04/06/18
10510	BLUE TARP FINANCIAL INC	02/27/18 ST-SIMPLE GREEN 717400	210-43110.610 SUPPLIES	19.78	15851	04/06/18
10510	BLUE TARP FINANCIAL INC	02/22/18 ST-BUILDING SUPPLY 717405	210-43110.434 MAINT. BUILDINGS/GROUNDS	50.68	15851	04/06/18
10510	BLUE TARP FINANCIAL INC	02/28/18 ST-BLADES 717410	210-43110.610 SUPPLIES	44.96	15851	04/06/18
10510	BLUE TARP FINANCIAL INC	03/01/18 ST-PAINT 717421	210-43110.432 VEHICLE MAINTENANCE	39.51	15851	04/06/18
10510	BLUE TARP FINANCIAL INC	03/05/18 ST-SCREW HEX 717428	210-43110.610 SUPPLIES	6.29	15851	04/06/18
10510	BLUE TARP FINANCIAL INC	03/06/18 ST-OVAL SLEDGE 717430	210-43110.610 SUPPLIES	10.79	15851	04/06/18
10510	BLUE TARP FINANCIAL INC	03/08/18 ST-TRACTOR SET 717440	210-43110.610 SUPPLIES	23.38	15851	04/06/18

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10510	03/09/18	VF-HARDWARE 717443	210-42220.610 SUPPLIES	5.92	15851	04/06/18
10510	03/15/18	VF-PAINT/SSPRAY 717469	210-42220.610 SUPPLIES	14.80	15851	04/06/18
10510	03/21/18	VF-PAINT 717476	210-42220.610 SUPPLIES	9.98	15851	04/06/18
10510	03/22/18	BL-LIQ HEAVY DUTY NLS 717484	210-45551.434 MAINT. BUILDINGS/GROUNDS	7.18	15851	04/06/18
10510	03/22/18	ST-BRUSHES 717487	210-43110.610 SUPPLIES	4.49	15851	04/06/18
10510	03/23/18	ST/SA/VW-ROPE POLY 717490	210-43110.610 SUPPLIES	6.95	15851	04/06/18
10510	03/23/18	ST-BOLTS 717492	210-43110.610 SUPPLIES	6.99	15851	04/06/18
00530	03/15/18	BL books B5266291	210-45551.610 SUPPLIES	0.90	15859	04/06/18
00530	03/15/18	BL books B5266291	210-45551.641 JUVEN COLLECTION-PRNT & E	9.89	15859	04/06/18
00530	03/15/18	BL books B5266453	210-45551.610 SUPPLIES	4.50	15859	04/06/18
00530	03/15/18	BL books B5266453	210-45551.641 JUVEN COLLECTION-PRNT & E	54.04	15859	04/06/18
00530	03/20/18	BF books B5270106	210-49345.000 LIBRARY DONATION EXPENDIT	29.26	15859	04/06/18
00530	03/20/18	BF books B5270222	210-49345.000 LIBRARY DONATION EXPENDIT	16.82	15859	04/06/18
00530	03/22/18	BL books B5272605	210-45551.640 ADULT COLLECTION-PRINT &	46.56	15859	04/06/18
26395	02/28/18	TC-path West St/E/Allen A 18-02-237	210-41335.813 MATCHING GRANT FUNDS	656.83	15862	04/06/18
V0461	04/03/18	BL newspapers 647112318	210-45551.640 ADULT COLLECTION-PRINT &	370.00	15863	04/06/18
21120	03/15/18	VF physicals 0002449700	210-42220.566 PHYSICAL EXAMS	340.00	15864	04/06/18
23170	03/31/18	VA-MARCH VEHICLE FUEL CL218348	210-43110.626 GAS,GREASE AND OIL	3582.23	15865	04/06/18
23170	03/31/18	VA-MARCH VEHICLE FUEL CL218348	210-42220.626 GAS,GREASE AND OIL	354.43	15865	04/06/18
23170	03/31/18	VA-MARCH VEHICLE FUEL CL218348	210-45220.626 GAS, GREASE & OIL	185.51	15865	04/06/18
12435	04/03/18	VF training class 040318D	210-42220.500 TRAINING, CONFERENCES, DU	325.00	15866	04/06/18
23525	03/21/18	ST def 25 401903	210-43110.626 GAS,GREASE AND OIL	14.16	15868	04/06/18
04940	03/27/18	VF internet 0179210 3/27	210-42220.535 TELEPHONE SERVICES	124.90	15875	04/06/18
31545	03/28/18	VF supplies 032818D	210-42220.610 SUPPLIES	54.44	15881	04/06/18
25290	08/15/17	BL-TECH ACCESS 10000621852	210-45551.530 TECHNOLOGY ACCESS	656.00	15891	04/06/18

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V10576	ECOPIXEL LLC	04/02/18 AD-MARCH WEB HOST/SUPPRT 2459	210-41320.530 COMMUNICATIONS	285.80	15892	04/06/18
V10347	EHRlich	03/21/18 SC Sr Ctr ants 159881	210-41940.434 MAINT. BUILDINGS/GROUNDS	125.00	15893	04/06/18
21845	FIRST NATIONAL BANK OMAHA	03/19/18 BL-COMPUTER EXPENSE 021518A	210-45551.340 COMPUTER EXPENSES	69.00	15909	04/06/18
21845	FIRST NATIONAL BANK OMAHA	03/19/18 BL-BOOKS 022018B	210-45551.640 ADULT COLLECTION-PRINT &	20.50	15909	04/06/18
21845	FIRST NATIONAL BANK OMAHA	03/19/18 BL-DVD 022118C	210-45551.640 ADULT COLLECTION-PRINT &	110.00	15909	04/06/18
21845	FIRST NATIONAL BANK OMAHA	03/19/18 BL-YOUTH PROGRAMS 030618D	210-45551.837 CHILDRENS PROGRAMS	9.28	15909	04/06/18
09165	FIRST NATIONAL BANK OMAHA	02/27/18 FN & AD-NEGFOA SPRING 18 82507	210-41320.500 TRAINING, CONFERENCES, DU	75.00	15913	04/06/18
21840	FIRST NATIONAL BANK OMAHA	03/19/18 AD-PUBLIC WORKS MEETING 022018A	210-41320.610 SUPPLIES	167.40	15914	04/06/18
45400	FIRST NATIONAL BANK OMAHA	03/19/18 DV-ANNUAL MEMBERSHP RTPI 021618A	210-41970.500 TRAINING,CONF,DUES	284.83	15916	04/06/18
45400	FIRST NATIONAL BANK OMAHA	03/19/18 DV-NECR LUNCH 022018B	210-41970.610 SUPPLIES	66.00	15916	04/06/18
19005	FIRSTLIGHT FIBER	03/15/18 ST telephone svc 4029934	210-43110.535 TELEPHONE SERVICES	35.42	15917	04/06/18
19005	FIRSTLIGHT FIBER	03/15/18 VF phone 4029955	210-42220.535 TELEPHONE SERVICES	50.93	15917	04/06/18
V10226	G & K SERVICES	03/22/18 ST shop towels 6295707790	210-43110.610 SUPPLIES	75.37	15922	04/06/18
34895	GAUTHIER TRUCKING, INC.	04/01/18 LH March rubbish 1298783	210-41940.565 RUBBISH REMOVAL	155.72	15926	04/06/18
34895	GAUTHIER TRUCKING, INC.	04/01/18 LH Mar trash 21 Park St 1299461	210-41940.566 PRK ST SCHL-RUBBISH REM	72.03	15926	04/06/18
21055	GREEN MOUNTAIN MESSENGER,	03/31/18 BL courier 64114	210-45551.536 POSTAGE/DELIVERY	120.00	15933	04/06/18
28070	HP FAIRFIELD LLC	01/10/18 ST breaker box body 6058517	210-43110.432 VEHICLE MAINTENANCE	-63.91	15951	04/06/18
28070	HP FAIRFIELD LLC	03/19/18 ST dump lok 6119704	210-43110.610 SUPPLIES	1150.00	15951	04/06/18
23980	INTERSTATE ALL BATTERY CE	03/22/18 VA Battery 190320101006	210-43110.610 SUPPLIES	84.36	15958	04/06/18
V9454	LENNY'S SHOE & APP	01/03/18 ST muck boots 3171636	210-43110.612 UNIFORMS,BOOTS,ETC	180.00	15965	04/06/18
33195	LIMOGE & SONS GARAGE DOOR	03/20/18 ST shop door 59367TE	210-43110.434 MAINT. BUILDINGS/GROUNDS	182.40	15967	04/06/18
33195	LIMOGE & SONS GARAGE DOOR	03/20/18 ST service call 59377TE	210-43110.434 MAINT. BUILDINGS/GROUNDS	119.00	15967	04/06/18
V10432	MANDIGO/CHELSEA//	04/03/18 ST mileage Village repre 040318D	210-43110.500 TRAINING, CONFERENCES, DU	66.05	15970	04/06/18
14585	MUNICIPAL EMERGENCY SERVI	03/08/18 VF ;lens kit for SCBA msk 1208833	210-42220.612 UNIFORMS,BOOTS,ETC	224.80	15976	04/06/18
21390	OLIVER PAINTING LLC	03/30/18 BL maintenance 3635337	210-45551.434 MAINT. BUILDINGS/GROUNDS	1750.00	15983	04/06/18

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23420	P & P SEPTIC SERVICE INC.	03/23/18 BL maintenance	210-45551.434	440.00	15985	04/06/18
		T500713	MAINT. BUILDINGS/GROUNDS			
V10098	PIERCE ROBIN	03/30/18 CD cell phone 11/17-3/18	210-41970.535	314.85	15991	04/06/18
		033018D	TELEPHONE SERVICES			
25140	PIKE INDUSTRIES INC	03/23/18 ST cold patch	210-43120.610	759.15	15992	04/06/18
		966799	PAVEMENT MAINTENANCE			
26385	PROFESSIONAL WRITING SERV	04/04/18 AD-MARCH MINUTES	210-41320.530	184.00	15994	04/06/18
		781EJ	COMMUNICATIONS			
05280	S & D LANDSCAPES LLC	04/02/18 Park St Snow Removal	210-45220.330	133.06	16006	04/06/18
		040218D	OTHER PROFESSIONAL SVCS			
43320	SAMMEL SIGN CO	03/30/18 Parade banner update	210-15101.000	45.00	16010	04/06/18
		6032	EXCHANGE - GENERAL			
14800	TECH GROUP INC	03/01/18 VF anti virus contract	210-42220.570	252.00	16027	04/06/18
		77690	MAINTENANCE OTHER			
21000	UNIFIRST CORPORATION	04/04/18 LH mat service	210-41940.434	65.80	16033	04/06/18
		0361869189	MAINT. BUILDINGS/GROUNDS			
36130	VERIZON WIRELESS	03/18/18 VA 2/19-3/18/18	210-41970.535	40.01	16038	04/06/18
		9803715839	TELEPHONE SERVICES			
36130	VERIZON WIRELESS	03/18/18 VA 2/19-3/18/18	210-42220.535	82.90	16038	04/06/18
		9803715839	TELEPHONE SERVICES			
11935	VIKING-CIVES USA	03/20/18 ST #6 plow blades	210-43110.432	898.75	16041	04/06/18
		4480930	VEHICLE MAINTENANCE			
11935	VIKING-CIVES USA	03/20/18 ST #6 tarp pacs	210-43110.432	37.19	16041	04/06/18
		4480933	VEHICLE MAINTENANCE			
V9968	VISION SERVICE PLAN-	03/21/18 VA vision ins Village	210-45110.210	83.46	16043	04/06/18
		180321	HEALTH INS & OTHER BENEFI			
V9968	VISION SERVICE PLAN-	03/21/18 VA vision ins Village	210-45220.210	13.08	16043	04/06/18
		180321	HEALTH INS & OTHER BENEFI			
V9968	VISION SERVICE PLAN-	03/21/18 VA vision ins Village	210-45551.210	91.92	16043	04/06/18
		180321	HEALTH INS & OTHER BENEFI			
V9968	VISION SERVICE PLAN-	03/21/18 VA vision ins Village	210-41320.210	45.97	16043	04/06/18
		180321	HEALTH INS & OTHER BENEFI			
V9968	VISION SERVICE PLAN-	03/21/18 VA vision ins Village	210-43110.210	52.09	16043	04/06/18
		180321	HEALTH INS & OTHER BENEFI			
V9968	VISION SERVICE PLAN-	03/21/18 VA vision ins Village	210-43151.210	8.12	16043	04/06/18
		180321	HEALTH INS & OTHER BENEFI			
V9968	VISION SERVICE PLAN-	03/21/18 VA vision ins Village	210-41970.210	30.64	16043	04/06/18
		180321	HEALTH INS & OTHER BENEFI			
V9968	VISION SERVICE PLAN-	03/21/18 VA vision ins Village	210-41335.210	15.32	16043	04/06/18
		180321	HEALTH INS & OTHER BENEFI			
29825	VT GAS SYSTEMS	03/21/18 VA-2/15-3/16/2018 GAS	210-43110.623	440.31	16045	04/06/18
		0318D	HEATING/NATURAL GAS			
29825	VT GAS SYSTEMS	03/21/18 VA-2/15-3/16/2018 GAS	210-42220.623	562.27	16045	04/06/18
		0318D	HEATING/NATURAL GAS			
29825	VT GAS SYSTEMS	03/21/18 VA-2/15-3/16/2018 GAS	210-45551.623	805.55	16045	04/06/18
		0318D	HEATING/NATURAL GAS			
29825	VT GAS SYSTEMS	03/21/18 VA-2/15-3/16/2018 GAS	210-41940.623	761.28	16045	04/06/18
		0318D	HEATING/NATURAL GAS			
21355	VT CPR & AED	03/19/18 VF CPR instruction	210-42220.500	750.00	16048	04/06/18
		031918D	TRAINING, CONFERENCES, DU			

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06195	04/01/18	BL adult program 12814718	210-45551.836 ADULT PROGRAMS	447.00	16049	04/06/18
30210	03/27/18	VLCT workshop SM 201819475	210-41320.500 TRAINING, CONFERENCES, DU	30.00	16050	04/06/18
21850	04/03/18	SC monthly cleaning bill 439	225-45122.430 REPAIRS & MAINTENANCE	200.00	15857	04/06/18
31545	03/28/18	SC for meals, center 180328D	225-45122.610 OPERATIONAL SUPP/EXP	46.11	15881	04/06/18
31545	03/28/18	SC for meals, center 180328D	225-45122.812 MEAL SITE EXPENSES	31.98	15881	04/06/18
19570	03/18/18	SC driver for ctr program 03182018D	225-45122.614 PROGRAM EXPENSES	66.76	15903	04/06/18
21570	03/21/18	SC misc ctr, mealsite 180321D	225-45122.812 MEAL SITE EXPENSES	44.97	15990	04/06/18
21570	03/21/18	SC misc ctr, mealsite 180321D	225-45122.610 OPERATIONAL SUPP/EXP	38.81	15990	04/06/18
21570	03/21/18	SC misc ctr, mealsite 180321D	225-45122.614 PROGRAM EXPENSES	67.55	15990	04/06/18
12265	03/22/18	SC monthly copier lease 100318277	225-45122.610 OPERATIONAL SUPP/EXP	55.83	15998	04/06/18
21710	03/27/18	sC deposit for July show 180327D	225-22220.000 DEFERRED REVENUE	50.00	16057	04/06/18
21710	03/27/18	SC deposit for Aug show 180327D2	225-22220.000 DEFERRED REVENUE	50.00	16058	04/06/18
25190	03/26/18	VK Supplies 267497	226-45120.610 SUPPLIES	34.96	15833	04/06/18
10510	03/12/18	VP-SLEDS 717451	226-45120.610 SUPPLIES	66.54	15851	04/06/18
22160	04/03/18	DC Fundraising Refund 8499	226-34779.115 Youth Prog - RP	57.40	15856	04/06/18
19525	04/04/18	DC Fundraising Refund 8488	226-34779.115 Youth Prog - RP	20.00	15858	04/06/18
14715	04/03/18	DC Fundraising Refund 8471	226-34779.115 Youth Prog - RP	200.00	15860	04/06/18
19545	04/04/18	DC Fundraising Refund 8506	226-34779.115 Youth Prog - RP	57.40	15880	04/06/18
19225	04/04/18	DC Trip Meal Final Pymt 204268-01	226-45115.330 OTHER PROFESSIONAL SVCS	326.97	15884	04/06/18
19520	04/03/18	DC Fundraising Refund 8486	226-34779.115 Youth Prog - RP	369.80	15889	04/06/18
19510	04/03/18	DC Fundraising Refund 8480	226-34779.115 Youth Prog - RP	270.00	15896	04/06/18
23215	03/30/18	Garden Stakes 10669048	226-45115.610 SUPPLIES	34.71	15899	04/06/18
23215	04/02/18	Garden Stakes 10669207	226-45115.610 SUPPLIES	57.85	15899	04/06/18
25915	03/27/18	VK Supplies 032718D	226-45120.610 SUPPLIES	20.54	15924	04/06/18
19470	03/23/18	DC Hotel Final Payment 032318D	226-45115.330 OTHER PROFESSIONAL SVCS	9412.36	15939	04/06/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19300	04/02/18	HARD ROCK CAFE DC Dinner - Final Pymt 040218D	226-45115.330 OTHER PROFESSIONAL SVCS	440.00	15941	04/06/18
19550	04/04/18	HARRIET'S FAMILY RESTAURA DC Dinner 040418D	226-45115.330 OTHER PROFESSIONAL SVCS	1152.00	15942	04/06/18
19535	04/03/18	HULTGREN CRISSY DC Fundraising Refund 8502	226-34779.115 Youth Prog - RP	57.40	15953	04/06/18
19480	03/29/18	INTERNATIONAL SPY MUSEUM Spy Museum 032918D	226-45115.330 OTHER PROFESSIONAL SVCS	652.50	15957	04/06/18
44765	04/03/18	LEPINE BRIAN & TRICIA DC Fundraising Refund 8473	226-34779.115 Youth Prog - RP	255.00	15966	04/06/18
25800	03/26/18	MCLAUGHLIN CHRISTINA Suppllies Reimburse 032618D	226-45120.610 SUPPLIES	19.00	15972	04/06/18
19515	04/03/18	MILLER-JOHNSON JULIE DC Fundraising Refund 8484	226-34779.115 Youth Prog - RP	252.40	15974	04/06/18
19540	04/03/18	NICK MIKE DC Fundraising Refund 8504	226-34779.115 Youth Prog - RP	57.40	15977	04/06/18
19460	04/03/18	OFFICE CATERING DC Lunch 140021	226-45115.330 OTHER PROFESSIONAL SVCS	640.00	15982	04/06/18
24855	04/03/18	PETTY CASH - CAITLIN FAY Petty Checking Reimburse 040318D	226-45110.536 POSTAGE	100.00	15988	04/06/18
24855	04/03/18	PETTY CASH - CAITLIN FAY Petty Checking Reimburse 040318D	226-45115.610 SUPPLIES	54.48	15988	04/06/18
24855	04/03/18	PETTY CASH - CAITLIN FAY Petty Checking Reimburse 040318D	226-45121.330 OTHER PROFESSIONAL SVCS	25.00	15988	04/06/18
24855	04/03/18	PETTY CASH - CAITLIN FAY Petty Checking Reimburse 040318D	226-45120.610 SUPPLIES	15.96	15988	04/06/18
24855	04/04/18	PETTY CASH - CAITLIN FAY DC Petty Cash 040418D	226-45115.610 SUPPLIES	2350.00	15989	04/06/18
24830	03/27/18	REINHART FOODSERVICE VK Snack 828246	226-45120.610 SUPPLIES	62.99	15995	04/06/18
41180	03/19/18	S&S WORLDWIDE Suppllies 10137984	226-45120.610 SUPPLIES	84.90	16007	04/06/18
41180	03/20/18	S&S WORLDWIDE Suppllies 10140823	226-45120.610 SUPPLIES	103.67	16007	04/06/18
09380	03/29/18	SEGARRA EMY Playgroup 032918D	226-45121.330 OTHER PROFESSIONAL SVCS	210.00	16012	04/06/18
19490	04/03/18	SILVA KEITH DC Fundraising Refund 8467	226-34779.115 Youth Prog - RP	275.00	16014	04/06/18
19465	03/30/18	SMITHSONIAN ENTERPRISES DC Lunch 4203045	226-45115.330 OTHER PROFESSIONAL SVCS	598.00	16015	04/06/18
25180	04/02/18	SOLLACE ADAM Staff Meeting Food 040218D	226-45120.610 SUPPLIES	26.23	16016	04/06/18
19500	04/03/18	STEMPEK SARAH DC Fundraising Refund 8475	226-34779.115 Youth Prog - RP	25.00	16023	04/06/18
25845	08/15/17	SWIM WITH ANNIE Diving Training 081517D	226-45124.330 OTHER PROFESSIONAL SVCS	300.00	16025	04/06/18
19505	04/03/18	TUPAJ MELANIE DC Fundraising Refund 8477	226-34779.115 Youth Prog - RP	137.40	16032	04/06/18
19475	04/04/18	US HOLOCAUST MEMORIAL MUS DC Trip Food 040418D	226-45115.330 OTHER PROFESSIONAL SVCS	526.75	16035	04/06/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25315	03/27/18	Food For Training 032718D	226-45120.610 SUPPLIES	87.00	16040	04/06/18
V9968	03/21/18	VA vision ins Village 180321	226-45120.210 HEALTH INS & OTHER BENEFIT	63.60	16043	04/06/18
V9968	03/21/18	VA vision ins Village 180321	226-45110.210 HEALTH INS & OTHER BENEFIT	9.01	16043	04/06/18
V9968	03/21/18	VA vision ins Village 180321	226-45121.210 HEALTH INS & OTHER BENEFIT	64.96	16043	04/06/18
19485	03/22/18	Comedy Club EJRP_01	226-45120.330 OTHER PROFESSIONAL SVCS	350.00	16047	04/06/18
10510	03/23/18	ST/SA/VW-ROPE POLY 717490	254-43200.610 SUPPLIES	1.16	15851	04/06/18
23170	03/31/18	VA-MARCH VEHICLE FUEL CL218348	254-43200.626 GAS,GREASE AND OIL	106.02	15865	04/06/18
31275	03/19/18	VW water line Densmore Dr 3079	254-43200.430 WATER LINES MAINT-BREAKS	8860.50	15887	04/06/18
37875	03/21/18	VW hydro hoses 93052941	254-43200.570 MAINTENANCE OTHER	261.80	15919	04/06/18
23980	03/22/18	VA Battery 190320101006	254-43200.610 SUPPLIES	14.06	15958	04/06/18
V9454	11/27/17	ST boots 3139221	254-43200.612 UNIFORMS,BOOTS,ETC	63.00	15965	04/06/18
V9454	03/23/18	VW boots 3182704	254-43200.612 UNIFORMS,BOOTS,ETC	179.00	15965	04/06/18
V9968	03/21/18	VA vision ins Village 180321	254-43200.210 HEALTH INS & OTHER BENEFIT	38.30	16043	04/06/18
29825	03/21/18	VA-2/15-3/16/2018 GAS 0318D	254-43200.623 HEATING/NATURAL GAS	362.29	16045	04/06/18
08955	03/22/18	WW CAUSTIC DRUMS 11611033	255-43200.619 CHEMICALS	1236.00	15837	04/06/18
10510	03/02/18	WW-HARDWARE/TOOLS 717423	255-43200.570 MAINTENANCE OTHER	19.84	15851	04/06/18
10510	03/22/18	WW-FLOOR CARE 717486	255-43200.570 MAINTENANCE OTHER	67.67	15851	04/06/18
10510	03/22/18	WW-SPRAYER 717488	255-43200.570 MAINTENANCE OTHER	37.79	15851	04/06/18
10510	03/23/18	ST/SA/VW-ROPE POLY 717490	255-43200.610 SUPPLIES	1.16	15851	04/06/18
V0248	03/19/18	WW bulk sodium hydroxide 248531	255-43200.619 CHEMICALS	7840.22	15854	04/06/18
23170	03/31/18	VA-MARCH VEHICLE FUEL CL218348	255-43200.626 GAS,GREASE AND OIL	185.53	15865	04/06/18
V10734	03/21/18	WW March 2018 1803WWTP	255-43200.622 ELECTRICAL SERVICE	2969.11	15894	04/06/18
V07921	03/23/18	WW annual DMR study 38 856667	255-43200.618 SUPPLIES - LABORATORY	1340.07	15895	04/06/18
38955	03/19/18	WW PIPE FITTING DECHLOR 58191028	255-43200.570 MAINTENANCE OTHER	9.96	15905	04/06/18
38955	03/20/18	WW PIPE FITTINGS DECHLOR 58208610	255-43200.570 MAINTENANCE OTHER	29.51	15905	04/06/18

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Town of Essex / Village of EJ Accounts Payable
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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
18000	03/22/18	FERGUSON WATERWORKS #590 WW GBT recirc repair 086793	255-43200.570 MAINTENANCE OTHER	242.64	15906	04/06/18
21740	03/19/18	FIRST NATIONAL BANK OMAHA WW-P REDUCTN CONSULTATN 021918A	255-43200.500 TRAINING, CONFERENCES, DU	28.72	15910	04/06/18
21740	03/19/18	FIRST NATIONAL BANK OMAHA WW-TURBO CORE RETURN SHP 022018B	255-43200.570 MAINTENANCE OTHER	77.35	15910	04/06/18
21740	03/19/18	FIRST NATIONAL BANK OMAHA WW-FREE PRESS 022818C	255-43200.610 SUPPLIES	22.00	15910	04/06/18
21740	03/19/18	FIRST NATIONAL BANK OMAHA WW-SYRINGES 030118D	255-43200.618 SUPPLIES - LABORATORY	35.99	15910	04/06/18
21740	03/19/18	FIRST NATIONAL BANK OMAHA WW-UNIFORMS AS NOTED ABOV 030218FG	255-43200.612 UNIFORMS,BOOTS,ETC	258.80	15910	04/06/18
24785	03/22/18	GRAINGER WW-DRUM PUMP 9736380669	255-43200.570 MAINTENANCE OTHER	646.67	15930	04/06/18
24785	03/30/18	GRAINGER WW drum pump acc 9744198392	255-43200.570 MAINTENANCE OTHER	36.21	15930	04/06/18
V10191	03/29/18	GRAPHIC PRODUCTS WW labeler upgrade 252674IN	255-43200.610 SUPPLIES	1078.63	15931	04/06/18
07010	03/18/18	GREEN MOUNTAIN POWER CORP WW-2/20-3/21/2018 0318013247	255-43200.622 ELECTRICAL SERVICE	7847.43	15934	04/06/18
23980	03/22/18	INTERSTATE ALL BATTERY CE VA Battery 190320101006	255-43200.610 SUPPLIES	14.06	15958	04/06/18
23980	03/26/18	INTERSTATE ALL BATTERY CE WW-BATTERIES PORT. SAMPLE 190320101007	255-43200.570 MAINTENANCE OTHER	126.00	15958	04/06/18
V1210	03/26/18	JUTRAS/JAMES// WW-MILEAGE & EXPENSES 032618D	255-43200.500 TRAINING, CONFERENCES, DU	123.53	15960	04/06/18
42805	03/22/18	MARYLAND BIOCHEMICAL CO.I WW bac packs odor control 3LL1098	255-43200.619 CHEMICALS	3457.63	15971	04/06/18
36130	03/18/18	VERIZON WIRELESS VA 2/19-3/18/18 9803715839	255-43200.535 TELEPHONE SERVICES	143.18	16038	04/06/18
V9968	03/21/18	VISION SERVICE PLAN- VA vision ins Village 180321	255-43200.210 HEALTH INS & OTHER BENEFIT	79.20	16043	04/06/18
29825	03/21/18	VT GAS SYSTEMS VA-2/15-3/16/2018 GAS 0318D	255-43200.623 HEATING/NATURAL GAS	2665.39	16045	04/06/18
10510	03/23/18	BLUE TARP FINANCIAL INC ST/SA/VW-ROPE POLY 717490	256-43200.610 SUPPLIES	13.91	15851	04/06/18
23170	03/31/18	CHAMPLAIN OIL CO., INC. VA-MARCH VEHICLE FUEL CL218348	256-43200.626 GAS,GREASE AND OIL	452.47	15865	04/06/18
21740	03/19/18	FIRST NATIONAL BANK OMAHA WW-REPLACMT CABLE ANTENNA 030118E	256-43200.434 PUMP STATION MAINTENANCE	45.20	15910	04/06/18
23980	03/22/18	INTERSTATE ALL BATTERY CE VA Battery 190320101006	256-43200.610 SUPPLIES	168.72	15958	04/06/18
V9968	03/21/18	VISION SERVICE PLAN- VA vision ins Village 180321	256-43200.210 HEALTH INS & OTHER BENEFIT	36.77	16043	04/06/18
29825	03/21/18	VT GAS SYSTEMS VA-2/15-3/16/2018 GAS 0318D	256-43200.623 HEATING/NATURAL GAS	105.28	16045	04/06/18
29825	03/21/18	VT GAS SYSTEMS VA-2/15-3/16/2018 GAS 0318D	256-43220.001 SUSIE WILSON PS COSTS	36.18	16045	04/06/18
29825	03/21/18	VT GAS SYSTEMS VA-2/15-3/16/2018 GAS 0318D	256-43220.002 WEST ST PS COSTS	36.99	16045	04/06/18

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Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17090 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 04/05/18 To 04/06/18 & Fund 2

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				89309.41		

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Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-31101.000 PROPERTY TAXES-CURRENT	3,285,170.00	3,281,741.35	3,428.65	99.90%	1,493,922.29
210-33546.000 STATE FOR VT PILOT & CURR	2,000.00	5,361.53	-3,361.53	268.08%	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	46,095.00	15,365.00	75.00%	15,365.00
210-33582.002 TOWN STREET DEPT PAYMENT	1,059,989.00	794,991.75	264,997.25	75.00%	264,997.25
210-34130.000 LICENSE AND ZONING FEE	58,000.00	24,400.00	33,600.00	42.07%	9,095.00
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	686.00	314.00	68.60%	183.50
210-36102.000 INTEREST EARNINGS	1,500.00	1,130.44	369.56	75.36%	0.00
210-36201.000 PARKING SPACE FEES	4,800.00	3,600.00	1,200.00	75.00%	400.00
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	2,599.71	-599.71	129.99%	270.61
210-36605.000 MISCELLANEOUS STREET RECE	4,000.00	4,364.75	-364.75	109.12%	1,608.75
210-36606.000 MISCELLANEOUS LIBRARY REC	500.00	400.00	100.00	80.00%	0.00
210-36606.010 REC & PARK NON-RES FEES	22,000.00	6,985.20	15,014.80	31.75%	59.40
210-39154.000 SERVICE FEE - WATER	92,948.00	69,711.00	23,237.00	75.00%	23,237.00
210-39155.000 SERVICE FEE - WWTP	46,474.00	34,855.50	11,618.50	75.00%	11,618.50
210-39156.000 SERVICE FEE - SANITATION	92,948.00	69,711.00	23,237.00	75.00%	23,237.00
210-395 UNBUDGETED REVENUE					
210-39508.000 DONATIONS TO LIBRARY	0.00	10,632.11	-10,632.11	100.00%	0.00
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%	0.00
210-39590.002 JUVENILE REPLACEMENT RECE	0.00	505.00	-505.00	100.00%	0.00
Total UNBUDGETED REVENUE	0.00	13,655.20	-13,655.20	100.00%	0.00
Total Revenues	4,756,309.00	4,360,288.43	396,020.57	91.87%	1,843,894.30
210-41 GENERAL GOVERNMENT					
210-413 GENERAL EXPENSES					
210-41320 ADMINISTRATION					
210-41320.1 ADMIN SALARIES					
210-41320.110 SALARIES REGULAR	195,666.00	147,637.04	48,028.96	75.45%	15,266.40
210-41320.130 SALARIES OVERTIME	3,500.00	5,836.46	-2,336.46	166.76%	185.18
210-41320.140 SALARIES PART TIME	19,234.00	5,353.60	13,880.40	27.83%	393.58
210-41320.150 MANAGER CONTRACT	66,835.00	50,148.72	16,686.28	75.03%	5,572.08
Total ADMIN SALARIES	285,235.00	208,975.82	76,259.18	73.26%	21,417.24
210-41320.2 ADMIN BENEFITS					
210-41320.210 HEALTH INS & OTHER BENEFIT	58,044.00	46,288.37	11,755.63	79.75%	4,987.75
210-41320.220 SOCIAL SECURITY	17,096.00	13,023.45	4,072.55	76.18%	1,284.07
210-41320.226 WORKERS COMP INSURANCE	774.00	480.42	293.58	62.07%	49.28
210-41320.230 RETIREMENT	19,567.00	14,412.36	5,154.64	73.66%	1,524.40
210-41320.250 UNEMPLOYMENT INSURANCE	317.00	158.17	158.83	49.90%	41.54
210-41320.291 HEALTH IMPROV PROGRAMS	1,600.00	0.00	1,600.00	0.00%	0.00
Total ADMIN BENEFITS	97,398.00	74,362.77	23,035.23	76.35%	7,887.04

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-41320.310 BOARD MEMBER FEES	2,500.00	1,875.00	625.00	75.00%	625.00
210-41320.320 LEGAL SERVICES	15,000.00	10,906.50	4,093.50	72.71%	0.00
210-41320.330 OTHER PROFESSIONAL SERVIC	16,000.00	10,240.73	5,759.27	64.00%	11.31
210-41320.335 AUDIT	6,063.00	6,063.75	-0.75	100.01%	0.00
210-41320.340 COMPUTER EXPENSES	4,000.00	5,285.51	-1,285.51	132.14%	500.00
210-41320.442 LEASED SERVICES	4,000.00	3,369.48	630.52	84.24%	560.95
210-41320.500 TRAINING, CONFERENCES, DU	9,300.00	2,521.95	6,778.05	27.12%	162.50
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	14,602.26	4,564.74	76.18%	4,563.69
210-41320.535 TELEPHONE SERVICES	1,980.00	1,396.16	583.84	70.51%	141.89
210-41320.536 POSTAGE	3,500.00	572.97	2,927.03	16.37%	-356.99
210-41320.550 PRINTING AND ADVERTISING	5,500.00	886.74	4,613.26	16.12%	0.00
210-41320.560 TRUSTEES EXPENDITURES	4,000.00	2,201.66	1,798.34	55.04%	656.91
210-41320.571 PAY & CLASSIFICATION STUD	6,047.00	10,821.00	-4,774.00	178.95%	0.00
210-41320.572 INTERVIEW COSTS	0.00	10.98	-10.98	100.00%	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	4,297.81	1,702.19	71.63%	637.60
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
Total ADMINISTRATION	503,502.00	370,369.23	133,132.77	73.56%	36,807.14
210-41335 ECONOMIC DEVELOPMENT					
210-41335.1 ECON DEV SALARIES					
210-41335.110 SALARIES REGULAR	31,060.00	22,250.88	8,809.12	71.64%	2,389.23
210-41335.130 SALARIES OVERTIME	0.00	149.33	-149.33	100.00%	0.00
210-41335.140 SALARIES PART TIME	4,950.00	0.00	4,950.00	0.00%	0.00
Total ECON DEV SALARIES	36,010.00	22,400.21	13,609.79	62.21%	2,389.23
210-41335.2 ECON DEV BENEFITS					
210-41335.210 HEALTH INS & OTHER BENEFI	19,348.00	14,117.48	5,230.52	72.97%	1,554.81
210-41335.220 SOCIAL SECURITY	2,782.00	1,741.56	1,040.44	62.60%	182.92
210-41335.226 WORKERS COMP INSURANCE	129.00	67.24	61.76	52.12%	7.16
210-41335.230 RETIREMENT	3,106.00	2,221.46	884.54	71.52%	238.96
210-41335.250 UNEMPLOYMENT INSURANCE	126.00	6.84	119.16	5.43%	0.00
Total ECON DEV BENEFITS	25,491.00	18,154.58	7,336.42	71.22%	1,983.85
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	727.81	9,272.19	7.28%	228.12
210-41335.835 BLOCK PARTY EXPENSE	7,000.00	6,874.42	125.58	98.21%	0.00
Total ECONOMIC DEVELOPMENT	92,905.00	60,120.33	32,784.67	64.71%	4,601.20
Total GENERAL EXPENSES	596,407.00	430,489.56	165,917.44	72.10%	41,408.34

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-41940 LINCOLN HALL					
210-41940.410 WATER AND SEWER CHARGE	1,000.00	615.77	384.23	61.58%	0.00
210-41940.411 PARK ST SCHL WATER/SEWER	0.00	332.72	-332.72	100.00%	0.00
210-41940.423 CONTRACT SERVICES	9,000.00	6,317.30	2,682.70	70.19%	600.00
210-41940.434 MAINT. BUILDINGS/GROUNDS	10,000.00	7,847.09	2,152.91	78.47%	484.60
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	357.91	122.09	74.56%	40.15
210-41940.565 RUBBISH REMOVAL	2,200.00	1,583.18	616.82	71.96%	155.72
210-41940.566 PRK ST SCHL-RUBBISH REM	0.00	506.29	-506.29	100.00%	72.03
210-41940.610 SUPPLIES	2,500.00	1,515.59	984.41	60.62%	136.07
210-41940.622 ELECTRICAL SERVICE	7,500.00	4,911.84	2,588.16	65.49%	1,162.93
210-41940.623 HEATING/NATURAL GAS	6,400.00	3,686.34	2,713.66	57.60%	931.57
210-41940.624 PARK ST. ELECTRICITY	0.00	2,437.22	-2,437.22	100.00%	597.80
210-41940.625 PARK ST. SCHOOL NAT GAS	0.00	2,623.64	-2,623.64	100.00%	911.02
210-41940.891 CAPITAL OUTLAY	5,500.00	5,236.95	263.05	95.22%	0.00
Total LINCOLN HALL	50,874.00	42,283.67	8,590.33	83.11%	5,091.89
210-41970 COMMUNITY DEVELOPMENT					
210-41970.1 COM DEV SALARIES					
210-41970.110 SALARIES REGULAR	142,264.00	103,316.12	38,947.88	72.62%	10,895.29
Total COM DEV SALARIES	142,264.00	103,316.12	38,947.88	72.62%	10,895.29
210-41970.2 COM DEV BENEFITS					
210-41970.210 HEALTH INS & OTHER BENEFIT	38,696.00	27,884.90	10,811.10	72.06%	3,109.58
210-41970.220 SOCIAL SECURITY	11,212.00	8,188.25	3,023.75	73.03%	906.04
210-41970.226 WORKERS COMP INSURANCE	510.00	315.27	194.73	61.82%	33.28
210-41970.230 RETIREMENT	14,226.00	10,212.20	4,013.80	71.79%	1,076.96
210-41970.250 UNEMPLOYMENT INSURANCE	125.00	0.00	125.00	0.00%	0.00
Total COM DEV BENEFITS	64,769.00	46,600.62	18,168.38	71.95%	5,125.86
210-41970.310 BOARD MEMBER FEES	3,600.00	2,475.00	1,125.00	68.75%	825.00
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	2,264.14	-2,264.14	100.00%	0.00
210-41970.500 TRAINING, CONF, DUES	3,500.00	471.02	3,028.98	13.46%	-59.95
210-41970.521 LIABILITY & PROPERTY INS.	2,822.00	2,539.71	282.29	90.00%	0.00
210-41970.522 PUBLIC OFFICIALS LIABILITY	6,172.00	5,955.75	216.25	96.50%	0.00
210-41970.530 COMMUNICATIONS	2,500.00	824.00	1,676.00	32.96%	184.00
210-41970.535 TELEPHONE SERVICES	1,644.00	727.33	916.67	44.24%	61.85
210-41970.536 POSTAGE	600.00	320.40	279.60	53.40%	116.50
210-41970.550 PRINTING AND ADVERTISING	3,000.00	970.72	2,029.28	32.36%	95.62
210-41970.580 TRAVEL	2,400.00	1,946.61	453.39	81.11%	200.00
210-41970.610 SUPPLIES	2,000.00	652.75	1,347.25	32.64%	99.56
Total COMMUNITY DEVELOPMENT	253,271.00	170,391.19	82,879.81	67.28%	17,543.73
Total GENERAL GOVERNMENT	900,552.00	643,164.42	257,387.58	71.42%	64,043.96

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-42220 FIRE DEPARTMENT					
210-42220.1 FIRE SALARIES					
210-42220.140 SALARIES - FIREFIGHTERS	162,000.00	133,417.08	28,582.92	82.36%	13,494.95
Total FIRE SALARIES	162,000.00	133,417.08	28,582.92	82.36%	13,494.95
210-42220.2 FIRE BENEFITS					
210-42220.200 EMPLOYEE ASSISTANCE PROGR	864.00	648.00	216.00	75.00%	0.00
210-42220.210 ACCIDENT & DISABILITY INS	3,600.00	3,294.50	305.50	91.51%	0.00
210-42220.220 SOCIAL SECURITY	12,393.00	10,380.54	2,012.46	83.76%	1,030.43
210-42220.226 WORKERS COMP INSURANCE	28,000.00	24,199.15	3,800.85	86.43%	2,429.10
Total FIRE BENEFITS	44,857.00	38,522.19	6,334.81	85.88%	3,459.53
210-42220.410 WATER AND SEWER CHARGE	610.00	325.35	284.65	53.34%	0.00
210-42220.432 VEHICLE MAINTENANCE	17,000.00	35,500.46	-18,500.46	208.83%	2,437.93
210-42220.434 MAINT. BUILDINGS/GROUNDS	6,000.00	4,541.86	1,458.14	75.70%	592.90
210-42220.443 RADIO MAINTENANCE	1,800.00	1,402.60	397.40	77.92%	45.25
210-42220.500 TRAINING, CONFERENCES, DU	4,000.00	2,481.99	1,518.01	62.05%	420.00
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	2,930.63	569.37	83.73%	286.92
210-42220.566 PHYSICAL EXAMS	6,600.00	7,395.00	-795.00	112.05%	340.00
210-42220.570 MAINTENANCE OTHER	15,500.00	10,973.98	4,526.02	70.80%	270.65
210-42220.578 EMERGENCY GENERATOR MAINT	480.00	1,287.99	-807.99	268.33%	0.00
210-42220.610 SUPPLIES	3,000.00	2,605.10	394.90	86.84%	16.67
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	26,132.22	-4,882.22	122.98%	478.38
210-42220.615 EMS SUPPLIES	1,000.00	402.34	597.66	40.23%	0.00
210-42220.622 ELECTRICAL SERVICE	7,300.00	4,911.84	2,388.16	67.29%	1,162.93
210-42220.623 HEATING/NATURAL GAS	4,800.00	3,429.78	1,370.22	71.45%	826.11
210-42220.626 GAS,GREASE AND OIL	6,000.00	3,521.15	2,478.85	58.69%	304.50
210-42220.838 FIRE PREVENTION	2,000.00	1,772.31	227.69	88.62%	0.00
210-42220.989 ROUTINE EQUIPMENT PURCHAS	15,000.00	6,579.95	8,420.05	43.87%	0.00
Total FIRE DEPARTMENT	332,165.00	294,283.02	37,881.98	88.60%	24,136.72
210-431 STREET DEPARTMENT					
210-43110 STREET GENERAL					
210-43110.1 STREET GENERAL SALARIES					
210-43110.110 SALARIES REGULAR	162,824.00	121,729.59	41,094.41	74.76%	13,706.06
210-43110.130 SALARIES OVERTIME	16,300.00	15,103.94	1,196.06	92.66%	2,761.35
210-43110.140 SALARIES PART TIME	23,304.00	13,193.18	10,110.82	56.61%	518.00
Total STREET GENERAL SALARIES	202,428.00	150,026.71	52,401.29	74.11%	16,985.41
210-43110.2 STREET GENERAL BENEFITS					
210-43110.210 HEALTH INS & OTHER BENEFIT	71,587.00	48,276.38	23,310.62	67.44%	5,447.97
210-43110.220 SOCIAL SECURITY	15,577.00	11,546.54	4,030.46	74.13%	1,307.29
210-43110.226 WORKERS COMP INSURANCE	14,677.00	9,801.00	4,876.00	66.78%	1,301.39

GENERAL FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-43110.230 RETIREMENT	16,282.00	12,597.68	3,684.32	77.37%	1,636.76
210-43110.250 UNEMPLOYMENT INSURANCE	631.00	181.18	449.82	28.71%	43.92
Total STREET GENERAL BENEFITS	118,754.00	82,402.70	36,351.22	69.39%	9,737.33
210-43110.410 WATER AND SEWER CHARGE	1,700.00	1,117.31	582.69	65.72%	0.00
210-43110.432 VEHICLE MAINTENANCE	22,000.00	18,564.59	3,435.41	84.38%	1,805.35
210-43110.434 MAINT. BUILDINGS/GROUNDS	3,500.00	3,004.57	495.43	85.84%	401.67
210-43110.441 RIGHT OF WAY AGREEMENTS	11,764.00	11,642.61	121.39	98.97%	0.00
210-43110.442 EQUIPMENT RENTALS	9,000.00	2,029.00	6,971.00	22.54%	840.00
210-43110.443 RADIO MAINTENANCE	200.00	122.52	77.48	61.26%	122.52
210-43110.500 TRAINING, CONFERENCES, DU	500.00	32.74	467.26	6.55%	0.00
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	1,891.89	1,608.11	54.05%	230.90
210-43110.565 RUBBISH REMOVAL	7,000.00	4,944.98	2,055.02	70.64%	1,223.12
210-43110.570 MAINTENANCE OTHER	2,000.00	510.87	1,489.13	25.54%	118.64
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	9,485.50	514.50	94.86%	1,621.61
210-43110.582 TRAFFIC CALMING	500.00	0.00	500.00	0.00%	0.00
210-43110.610 SUPPLIES	20,000.00	19,095.09	904.91	95.48%	4,593.14
210-43110.612 UNIFORMS, BOOTS, ETC	6,000.00	2,399.76	3,600.24	40.00%	479.09
210-43110.616 GRAVEL, TOPSOIL	7,000.00	1,652.90	5,347.10	23.61%	977.25
210-43110.617 SIGNS AND POSTS	4,000.00	1,625.27	2,374.73	40.63%	83.20
210-43110.622 ELECTRICAL SERVICE	4,000.00	2,260.20	1,739.80	56.51%	707.04
210-43110.623 HEATING/NATURAL GAS	4,400.00	2,514.63	1,885.37	57.15%	647.33
210-43110.626 GAS, GREASE AND OIL	32,000.00	24,012.50	7,987.50	75.04%	4,503.43
210-43110.891 CAPITAL OUTLAY	6,000.00	0.00	6,000.00	0.00%	0.00
Total STREET GENERAL	493,089.00	352,132.66	140,956.34	71.41%	45,077.03
210-43120 STREET-PAVEMENT MAINT					
210-43120.444 STREET MARKINGS	8,000.00	1,362.15	6,637.85	17.03%	96.78
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	184,136.88	40,863.12	81.84%	0.00
Total STREET-PAVEMENT MAINT	238,000.00	189,163.78	48,836.22	79.48%	96.78
210-43123 STREETS - TRAFFIC LIGHTS					
210-43123.570 TRAFFIC LIGHTS MAINTENANC	3,000.00	3,841.10	-841.10	128.04%	0.00
210-43123.622 TRAFFIC LIGHTS - ELECTRIC	7,900.00	5,959.83	1,940.17	75.44%	3,165.69
Total STREETS - TRAFFIC LIGHTS	10,900.00	9,800.93	1,099.07	89.92%	3,165.69
210-43125 WINTER MAINTENANCE					
210-43125.570 CONTRACT SERVICES	20,000.00	12,337.50	7,662.50	61.69%	4,327.50
210-43125.610 WINTER MAINTENANCE	115,000.00	134,644.46	-19,644.46	117.08%	40,068.20
Total WINTER MAINTENANCE	135,000.00	146,981.96	-11,981.96	108.88%	44,395.70

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-43151 STREET - STORMWATER					
210-43151.1 STREET-STORMWATER SALARIE					
210-43151.110 SALARIES - REGULAR	41,616.00	29,464.66	12,151.34	70.80%	2,476.39
Total STREET-STORMWATER SALARIE	41,616.00	29,464.66	12,151.34	70.80%	2,476.39
210-43151.2 STREET-STORMWATER BENEFIT					
210-43151.210 HEALTH INS & OTHER BENEFIT	10,254.00	7,443.07	2,810.93	72.59%	824.05
210-43151.220 SOCIAL SECURITY	3,184.00	2,264.28	919.72	71.11%	189.47
210-43151.226 WORKERS COMP INSURANCE	2,164.00	779.58	1,384.42	36.02%	0.00
210-43151.230 RETIREMENT	4,162.00	1,581.17	2,580.83	37.99%	0.00
210-43151.250 UNEMPLOYMENT INSURANCE	80.00	4.47	75.53	5.59%	0.00
Total STREET-STORMWATER BENEFIT	19,844.00	12,072.57	7,771.43	60.84%	1,013.52
210-43151.430 STORM SEWER MAINTENANCE	30,000.00	12,707.87	17,292.13	42.36%	380.00
Total STREET - STORMWATER	91,460.00	54,245.10	37,214.90	59.31%	3,869.91
210-43160 STREET STREET LIGHTS					
210-43160.610 STREET LIGHTS SUPPLIES/MA	7,500.00	5,117.13	2,382.87	69.23%	0.00
210-43160.622 STREET LIGHTS - ELECTRICI	122,000.00	85,777.09	36,222.91	70.31%	19,948.09
Total STREET STREET LIGHTS	129,500.00	90,894.22	38,605.78	70.19%	19,948.09
210-43161 STREETS - CONSERVATION					
210-43161.000 STREETSCAPE MAINT./IMP	16,000.00	4,593.46	11,406.54	28.71%	0.00
210-43161.001 VILLAGE GARDEN SPOTS	4,000.00	223.88	3,776.12	5.60%	0.00
210-43161.002 MEMORIAL PARK	3,500.00	1,637.32	1,862.68	46.78%	0.00
Total STREETS - CONSERVATION	23,500.00	6,454.66	17,045.34	27.47%	0.00
Total STREET DEPARTMENT	1,121,449.00	849,673.31	271,775.69	75.77%	116,883.20
210-45110 RECREATION & PARKS ADMIN					
210-45110.110 SALARIES - REGULAR	204,759.00	148,726.26	56,032.74	72.63%	15,605.80
210-45110.140 SALARIES - PART-TIME	7,385.00	4,687.92	2,697.08	63.48%	235.17
210-45110.210 HEALTH INS & OTHER BENEFIT	74,554.00	58,991.63	15,562.37	79.13%	7,216.73
210-45110.220 SOCIAL SECURITY	16,229.00	15,211.66	1,017.34	93.73%	1,570.75
210-45110.226 WORKERS COMP INSURANCE	7,685.00	11,308.64	-3,623.64	147.15%	1,099.18
210-45110.230 RETIREMENT	20,477.00	16,307.04	4,169.96	79.64%	1,792.96
210-45110.250 UNEMPLOYMENT INS	5,652.00	2,430.63	3,221.37	43.00%	211.09
210-45110.291 HEALTH IMP PROGRAMS	1,400.00	943.88	456.12	67.42%	0.00
210-45110.330 OTHER PROFESSIONAL SVCS	14,500.00	7,265.59	7,234.41	50.11%	756.47
210-45110.340 COMPUTER EXPENSES	9,350.00	9,683.28	-333.28	103.56%	573.33
210-45110.500 TRAINING, CONF, DUES	9,784.00	10,683.63	-899.63	109.19%	199.00
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	1,105.38	4,894.62	18.42%	845.76
210-45110.550 PRINTING & ADVERTISING	3,460.00	2,384.40	1,075.60	68.91%	82.52

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-45110.610 SUPPLIES	6,004.00	3,549.48	2,454.52	59.12%	462.81
210-45110.813 SCHOLARSHIPS	5,000.00	0.00	5,000.00	0.00%	0.00
Total RECREATION & PARKS ADMIN	431,319.00	335,743.60	95,575.40	77.84%	30,851.57
210-45220 PARKS & FACILITIES					
210-45220.110 SALARIES - REGULAR	60,250.00	44,028.70	16,221.30	73.08%	4,634.60
210-45220.140 SALARIES - PART-TIME	44,697.00	42,278.66	2,418.34	94.59%	1,891.27
210-45220.210 HEALTH INS & OTHER BENEFIT	18,624.00	11,790.99	6,833.01	63.31%	1,251.88
210-45220.220 SOCIAL SECURITY	8,028.00	3,234.55	4,793.45	40.29%	144.68
210-45220.230 RETIREMENT	6,025.00	4,402.68	1,622.32	73.07%	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	11,374.44	21,815.56	34.27%	288.12
210-45220.410 WATER & SEWER CHARGES	3,975.00	3,731.79	243.21	93.88%	0.00
210-45220.434 MAINTENANCE-BUILDINGS/GRO	10,694.00	2,074.94	8,619.06	19.40%	2,016.50
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	40.00	1,847.00	2.12%	40.00
210-45220.610 SUPPLIES	12,162.00	13,423.98	-1,261.98	110.38%	1,323.01
210-45220.622 ELECTRICAL SERVICE	28,009.00	23,852.78	4,156.22	85.16%	3,469.89
210-45220.623 HEATING/NATURAL GAS	5,409.00	6,389.44	-980.44	118.13%	1,785.21
210-45220.626 GAS, GREASE & OIL	2,109.00	1,846.62	262.38	87.56%	152.29
Total PARKS & FACILITIES	243,409.00	174,081.28	69,347.72	71.51%	17,460.89
210-453 SENIOR SUPPORT					
Total SENIOR SUPPORT	0.00	0.00	0.00	0.00%	0.00
210-45551 BROWNELL LIBRARY					
210-45551.1 LIBRARY SALARIES					
210-45551.110 SALARIES REGULAR	313,189.00	222,366.62	90,822.38	71.00%	20,439.50
210-45551.140 SALARIES PART TIME	109,524.00	71,589.14	37,934.86	65.36%	8,195.66
Total LIBRARY SALARIES	422,713.00	293,955.76	128,757.24	69.54%	28,635.16
210-45551.2 LIBRARY BENEFITS					
210-45551.210 HEALTH INS & OTHER BENEFIT	116,088.00	84,849.87	31,238.13	73.09%	8,600.52
210-45551.220 SOCIAL SECURITY	32,500.00	22,495.56	10,004.44	69.22%	2,187.72
210-45551.226 WORKERS COMP INSURANCE	1,514.00	890.90	623.10	58.84%	86.88
210-45551.230 RETIREMENT	31,319.00	21,928.70	9,390.30	70.02%	2,026.00
210-45551.250 UNEMPLOYMENT INSURANCE	1,364.00	398.25	965.75	29.20%	86.88
Total LIBRARY BENEFITS	182,785.00	130,563.28	52,221.72	71.43%	12,888.00
210-45551.340 COMPUTER EXPENSES	3,500.00	841.32	2,658.68	24.04%	650.88
210-45551.410 WATER AND SEWER CHARGE	900.00	391.97	508.03	43.55%	0.00
210-45551.423 CONTRACT SERVICES	33,183.00	20,227.00	12,956.00	60.96%	895.00
210-45551.434 MAINT. BUILDINGS/GROUNDS	20,000.00	14,722.18	5,277.82	73.61%	3,563.13
210-45551.436 ALARM SYSTEM MAINTENANCE	525.00	493.00	32.00	93.90%	0.00

GENERAL FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-45551.500 TRAINING, CONFERENCES, DU	4,000.00	1,893.23	2,106.77	47.33%	240.33
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	4,641.31	1,358.69	77.36%	988.99
210-45551.535 TELEPHONE SERVICES	1,200.00	936.74	263.26	78.06%	92.25
210-45551.536 POSTAGE/DELIVERY	3,500.00	2,227.34	1,272.66	63.64%	513.74
210-45551.572 INTERVIEW COSTS	500.00	459.00	41.00	91.80%	0.00
210-45551.574 VOLUNTEER EXPENSES	700.00	277.00	423.00	39.57%	0.00
210-45551.610 SUPPLIES	13,000.00	9,742.40	3,257.60	74.94%	491.43
210-45551.622 ELECTRICAL SERVICE	15,250.00	9,856.85	5,393.15	64.64%	2,233.86
210-45551.623 HEATING/NATURAL GAS	7,400.00	4,039.13	3,360.87	54.58%	1,050.69
210-45551.640 ADULT COLLECTION-PRINT &	36,500.00	25,787.26	10,712.74	70.65%	908.55
210-45551.641 JUVEN COLLECTION-PRNT & E	18,250.00	11,788.95	6,461.05	64.60%	1,204.46
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	328.82	671.18	32.88%	0.00
210-45551.837 CHILDRENS PROGRAMS	4,000.00	502.67	3,497.33	12.57%	57.34
210-45551.891 CAPITAL OUTLAY	4,000.00	0.00	4,000.00	0.00%	0.00
Total BROWNELL LIBRARY	788,291.00	543,276.65	255,014.35	68.05%	54,513.81
210-47 DEBT SERVICE					
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	210,990.90	-105,990.90	200.94%	105,990.90
210-47216.000 CAPITAL IMP - INTEREST	75,122.00	75,030.19	91.81	99.88%	37,081.65
210-47217.000 EJRP INTEREST	-156.00	-5,821.06	5,665.06	3,731.45%	0.00
Total DEBT SERVICE	315,266.00	415,335.03	-100,069.03	131.74%	143,072.55
210-491 CAPITAL/MISC TRANSFERS					
210-49100.030 CAP RESRV FND CONT - BEG	295,582.00	317,686.50	-22,104.50	107.48%	73,895.50
210-49100.031 ROLLING STOCK FUND CONTRI	213,624.00	160,218.00	53,406.00	75.00%	53,406.00
210-49100.040 TRANS FOR BUILDING MAINT	50,000.00	37,500.00	12,500.00	75.00%	12,500.00
210-49100.802 EMP TERM BENEFITS TRANSFE	5,000.00	3,750.00	1,250.00	75.00%	1,250.00
210-49101.030 TRANS TO CAPITAL RESERVE	109,652.00	82,239.00	27,413.00	75.00%	27,413.00
Total CAPITAL/MISC TRANSFERS	673,858.00	601,393.50	72,464.50	89.25%	168,464.50
210-493 GRANT AND OTHER UNBUDGETE					
210-4930 TERMINATION BENEFITS FROM					
Total TERMINATION BENEFITS FROM	0.00	0.00	0.00	0.00%	0.00
210-4934 GRANT EXPENDITURES					
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
210-49345 DONATION EXPENDITURES					
210-49345.000 LIBRARY DONATION EXPENDIT	0.00	7,234.80	-7,234.80	100.00%	1,244.95
Total DONATION EXPENDITURES	0.00	7,234.80	-7,234.80	100.00%	1,244.95
210-49346 LIBRARY REPLACEMENT EXPEN					

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-49346.001 ADULT COLLECTION-PRINT &	0.00	1,761.48	-1,761.48	100.00%	0.00
210-49346.002 JUVEN COLLECTION-PRNT & E	0.00	10.00	-10.00	100.00%	0.00
Total LIBRARY REPLACEMENT EXPEN	0.00	1,771.48	-1,771.48	100.00%	0.00
Total GRANT EXPENDITURES	0.00	10,096.28	-10,096.28	100.00%	1,244.95
Total GRANT AND OTHER UNBUDGETE	0.00	10,096.28	-10,096.28	100.00%	1,244.95
210-494 PARK ST. SCHOOL					
210-49400.565 RUBBISH REMOVAL	0.00	72.03	-72.03	100.00%	0.00
Total PARK ST. SCHOOL	0.00	72.03	-72.03	100.00%	0.00
Total Expenditures	4,816,309.00	3,867,099.12	949,209.88	80.29%	620,142.15
Total GENERAL FUND	-60,000.00	493,189.31	-433,189.31	-621.99%	1,223,852.15
220-36101.000 INTEREST EARNINGS	0.00	8.21	-8.21	100.00%	0.00
220-37000.000 MEMORIAL PARK DONATIONS	0.00	300.00	-300.00	100.00%	0.00
Total Revenues	0.00	308.21	-308.21	100.00%	0.00
Total Expenditures	0.00	0.00	0.00	0.00%	0.00
Total MEMORIAL PARK FUND	0.00	308.21	-308.21	-100.00%	0.00
222-36101.000 Interest Earnings	0.00	3.48	-3.48	100.00%	0.00
222-39110.000 GENERAL FUND TRANS IN	0.00	37,500.00	-37,500.00	100.00%	12,500.00
Total Revenues	0.00	37,503.48	-37,503.48	100.00%	12,500.00
222-46802.002 BROWNELL LIBRARY MAINT	0.00	23,904.58	-23,904.58	100.00%	5,810.11
222-46802.003 PARK ST. SCHOOL MAINT	0.00	7,255.00	-7,255.00	100.00%	0.00
Total Expenditures	0.00	31,159.58	-31,159.58	100.00%	5,810.11
Total BUILDING MAINT FUND	0.00	6,343.90	-6,343.90	-100.00%	6,889.89
223-31101.000 PENNY TAX	0.00	109,604.23	-109,604.23	100.00%	54,802.11
223-36101.000 Interest Earnings	0.00	302.30	-302.30	100.00%	0.00
Total Revenues	0.00	109,906.53	-109,906.53	100.00%	54,802.11
223-46801.002 STREET BANNERS	0.00	4,506.00	-4,506.00	100.00%	0.00
Total Expenditures	0.00	4,506.00	-4,506.00	100.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total TRUSTEE CAP IMP PROJECTS	0.00	105,400.53	-105,400.53	-100.00%	54,802.11
225-34700.000 SR CTR MEMBERSHIPS	0.00	2,790.00	-2,790.00	100.00%	291.00
225-34701.000 SR CTR FUND RAISING REV	0.00	2,644.20	-2,644.20	100.00%	0.00
225-34702.000 SR CTR ACTIVITY FEES	0.00	4,364.55	-4,364.55	100.00%	161.00
225-34703.000 SR CTR AFTER HR FEES	0.00	832.00	-832.00	100.00%	50.00
225-36101.000 Interest Earnings	0.00	66.18	-66.18	100.00%	0.00
225-36400.000 SR CTR DONATIONS	0.00	1,016.05	-1,016.05	100.00%	55.90
225-36603.000 MISCELLANEOUS REV	0.00	2,329.00	-2,329.00	100.00%	0.00
Total Revenues	0.00	14,041.98	-14,041.98	100.00%	557.90
225-45122.330 OTHER PROF SERVICES	0.00	50.00	-50.00	100.00%	0.00
225-45122.430 REPAIRS & MAINTENANCE	0.00	1,776.21	-1,776.21	100.00%	200.00
225-45122.610 OPERATIONAL SUPP/EXP	0.00	2,213.58	-2,213.58	100.00%	183.43
225-45122.612 FUND RAISER EXPENSES	0.00	2,032.69	-2,032.69	100.00%	0.00
225-45122.614 PROGRAM EXPENSES	0.00	2,020.46	-2,020.46	100.00%	0.00
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	2,663.23	-2,663.23	100.00%	12.99
Total Expenditures	0.00	16,542.44	-16,542.44	100.00%	396.42
Total SENIOR CENTER FUND	0.00	-2,500.46	2,500.46	-100.00%	161.48
226-34720.000 POOL DAY ADMINSSION	65,310.00	46,530.36	18,779.64	71.25%	0.00
226-34721.000 POOL MEMBERSHIPS	38,694.00	8,611.53	30,082.47	22.26%	76.50
226-34722.000 SWIM LESSONS	43,804.00	9,197.78	34,606.22	21.00%	38.00
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	6,748.12	1,483.88	81.97%	162.50
226-34779.115 Youth Prog - RP	114,205.00	166,853.21	-52,648.21	146.10%	1,082.00
226-34779.120 Youth Prog - AS	26,323.00	20,531.79	5,791.21	78.00%	0.00
226-34780.000 ADULT PROGRAMS	62,343.00	29,563.38	32,779.62	47.42%	1,945.60
226-34781.120 Childcare - AS	561,592.00	411,086.47	150,505.53	73.20%	17,111.96
226-34781.121 Childcare - PS	357,617.00	226,967.58	130,649.42	63.47%	8,958.70
226-34781.122 Childcare - DC	285,150.00	193,191.70	91,958.30	67.75%	1,812.75
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	22,856.82	-14,181.82	263.48%	22,856.82
Total Revenues	1,609,847.00	1,155,915.35	453,931.65	71.80%	54,044.83
226-43200.805 Interest Expense	0.00	865.19	-865.19	100.00%	0.00
226-45110 ADMINISTRATION					
226-45110.110 SALARIES - REGULAR	32,718.00	18,006.66	14,711.34	55.04%	2,323.44
226-45110.140 SALARIES - PART-TIME	15,121.00	850.50	14,270.50	5.62%	0.00
226-45110.210 HEALTH INS & OTHER BENEFIT	9,717.00	11,464.27	-1,747.27	117.98%	1,588.38
226-45110.220 SOCIAL SECURITY	3,660.00	1,442.37	2,217.63	39.41%	177.72
226-45110.226 WORKERS COMPENSATION INS	30,006.00	26,826.63	3,179.37	89.40%	2,102.51

EJRP PROGRAMS FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
226-45110.230 RETIREMENT	4,150.00	0.00	4,150.00	0.00%	0.00
226-45110.291 HEALTH IMP PROGRAMS	350.00	0.00	350.00	0.00%	0.00
226-45110.330 OTHER PROFESSIONAL SVCS	4,667.00	3,250.00	1,417.00	69.64%	1,300.00
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	1,795.62	204.38	89.78%	568.92
226-45110.500 TRAINING, CONF, DUES	10,387.00	8,625.75	1,761.25	83.04%	231.19
226-45110.530 COMMUNICATIONS	1,680.00	4,553.09	-2,873.09	271.02%	439.62
226-45110.535 TELEPHONE SVCS	4,500.00	2,326.68	2,173.32	51.70%	317.58
226-45110.536 POSTAGE	3,219.00	6,102.24	-2,883.24	189.57%	198.00
226-45110.550 PRINTING & ADVERTISING	15,400.00	5,470.00	9,930.00	35.52%	0.00
Total ADMINISTRATION	137,575.00	99,363.63	38,211.37	72.23%	9,247.36
226-45115 RECREATION PROGRAMS					
226-45115.140 SALARIES - PART -TIME	40,093.00	12,869.96	27,223.04	32.10%	816.50
226-45115.220 SOCIAL SECURITY	3,079.00	984.65	2,094.35	31.98%	62.46
226-45115.330 OTHER PROFESSIONAL SVCS	86,206.00	167,797.15	-81,591.15	194.65%	34,852.75
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	90.00	264.00	25.42%	90.00
226-45115.580 TRAVEL	1,508.00	0.00	1,508.00	0.00%	0.00
226-45115.610 SUPPLIES	24,795.00	28,169.03	-3,374.03	113.61%	2,920.71
226-45115.800 STUDENT SPECIAL PROGRAMS	1,388.00	755.20	632.80	54.41%	0.00
Total RECREATION PROGRAMS	162,027.00	211,125.99	-49,098.99	130.30%	38,742.42
226-45120 AFTER SCHOOL CARE					
226-45120.110 SALARIES - REGULAR	172,966.00	179,167.02	-6,201.02	103.59%	21,463.61
226-45120.140 SALARIES - PART-TIME	149,687.00	100,273.14	49,413.86	66.99%	13,436.59
226-45120.210 HEALTH INS & OTHER BENEFIT	64,490.00	50,640.13	13,849.87	78.52%	6,784.59
226-45120.220 SOCIAL SECURITY	24,384.00	21,511.51	2,872.49	88.22%	2,679.17
226-45120.230 RETIREMENT	19,973.00	19,211.80	761.20	96.19%	2,146.32
226-45120.291 HEALTH IMP PROGRAMS	1,750.00	906.48	843.52	51.80%	121.00
226-45120.330 OTHER PROFESSIONAL SVCS	15,566.00	10,687.83	4,878.17	68.66%	3,386.50
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	6,582.04	7,252.96	47.58%	1,204.79
226-45120.580 TRAVEL	30,259.00	16,755.90	13,503.10	55.37%	2,613.03
226-45120.610 SUPPLIES	28,061.00	22,858.61	5,202.39	81.46%	3,465.70
226-45120.626 GAS, GREASE & OIL	1,750.00	70.39	1,679.61	4.02%	0.00
Total AFTER SCHOOL CARE	546,566.00	452,510.17	94,055.83	82.70%	57,301.30
226-45121 PRESCHOOL					
226-45121.110 SALARIES - REGULAR	163,013.00	122,241.43	40,771.57	75.01%	12,823.20
226-45121.140 SALARIES - PART-TIME	41,438.00	18,062.00	23,376.00	43.59%	2,065.73
226-45121.210 HEALTH INS & OTHER BENEFIT	86,583.00	49,459.01	37,123.99	57.12%	5,654.06

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
226-45121.220 SOCIAL SECURITY	15,641.00	10,801.88	4,839.12	69.06%	1,152.88
226-45121.230 RETIREMENT	16,300.00	12,182.04	4,117.96	74.74%	1,282.32
226-45121.291 HEALTH IMP PROGRAMS	1,400.00	737.74	662.26	52.70%	168.74
226-45121.330 OTHER PROFESSIONAL SVCS	2,710.00	5,122.09	-2,412.09	189.01%	1,185.00
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%	0.00
226-45121.530 COMMUNICATIONS	0.00	1,852.80	-1,852.80	100.00%	206.35
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%	0.00
Total PRESCHOOL	349,543.00	233,567.35	115,975.65	66.82%	24,538.28
226-45122 SUMMER DAY CAMPS					
226-45122.110 SALARIES - REGULAR	35,535.00	11,541.43	23,993.57	32.48%	0.00
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%	0.00
226-45122.330 OTHER PROFESSIONAL SVCS	6,062.00	4,614.01	1,447.99	76.11%	0.00
226-45122.580 TRAVEL	25,170.00	25,238.83	-68.83	100.27%	0.00
226-45122.610 Supplies	15,499.00	8,882.56	6,616.44	57.31%	273.76
Total SUMMER DAY CAMPS	257,477.00	201,875.10	55,601.90	78.41%	273.76
226-45124 POOL					
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%	0.00
Total POOL	131,343.00	87,178.76	44,164.24	66.37%	0.00
226-45125 CONCESSIONS					
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
Total CONCESSIONS	23,816.00	16,336.42	7,479.58	68.59%	0.00
226-45220 PARKS & FACILITIES					
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
Total PARKS & FACILITIES	1,500.00	3,694.66	-2,194.66	246.31%	0.00
Total Expenditures	1,609,847.00	1,306,517.27	303,329.73	81.16%	130,103.12
Total EJRP PPROGRAMS FUND	0.00	-150,601.92	150,601.92	-100.00%	-76,058.29

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
230-331 GRANT REVENUE					
230-33120.000 CRES CNCTR GRANT STP 5300	0.00	26,945.55	-26,945.55	100.00%	0.00
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 FED BRIDGE - BC828	0.00	10,322.96	-10,322.96	100.00%	6,244.61
Total GRANT REVENUE	0.00	1,342,924.02	-1,342,924.02	100.00%	6,244.61
230-341 CONTRIBUTIONS					
Total CONTRIBUTIONS	0.00	0.00	0.00	0.00%	0.00
230-361 INTEREST EARNINGS					
230-36101.000 INTEREST EARNINGS	0.00	105.93	-105.93	100.00%	0.00
Total INTEREST EARNINGS	0.00	105.93	-105.93	100.00%	0.00
230-37000.000 BRICK/MANS STRM CAO462	0.00	3,593.65	-3,593.65	100.00%	0.00
230-391 GENERAL FUND TRANSFER IN					
230-39110.000 CONTRIB FROM GENERAL FUND	0.00	317,686.50	-317,686.50	100.00%	73,895.50
Total GENERAL FUND TRANSFER IN	0.00	317,686.50	-317,686.50	100.00%	73,895.50
Total Revenues	0.00	1,664,310.10	-1,664,310.10	100.00%	80,140.11
230-46801 MULTI-USE PATH NORTH					
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	1,458,772.68	-1,458,772.68	100.00%	4,564.22
230-46801.008 CRESCENT CONNECTOR	0.00	66,910.12	-66,910.12	100.00%	15,838.30
230-46801.015 HILLCREST SIDEWALK	0.00	208,693.71	-208,693.71	100.00%	0.00
230-46801.016 MAIN FED BRIDGE BC828	0.00	12,509.96	-12,509.96	100.00%	1,040.00
230-46801.017 GREENWOOD DRAINAGE	0.00	2,306.92	-2,306.92	100.00%	0.00
230-46801.710 BRICK/MANSF STRM CAO462	0.00	20,376.37	-20,376.37	100.00%	0.00
230-46801.715 Fairview Main St ERP	0.00	105.50	-105.50	100.00%	105.50
230-46801.805 Interest Exp. on cash	0.00	434.73	-434.73	100.00%	0.00
Total Expenditures	0.00	1,770,766.99	-1,770,766.99	100.00%	21,548.02
Total GEN FUND CAP RESERVE	0.00	-106,456.89	106,456.89	-100.00%	58,592.09
231-36101.000 INTEREST EARNINGS					
231-36101.000 INTEREST EARNINGS	0.00	168.66	-168.66	100.00%	0.00
231-39110.000 CONTRIB FROM GENERAL FUND					
231-39110.000 CONTRIB FROM GENERAL FUND	0.00	160,218.00	-160,218.00	100.00%	53,406.00
231-39300.000 BOND PROCEEDS					
231-39300.000 BOND PROCEEDS	0.00	150,000.00	-150,000.00	100.00%	0.00
Total Revenues	0.00	310,386.66	-310,386.66	100.00%	53,406.00
231-43131.162 COMPRESSOR					
231-43131.162 COMPRESSOR	0.00	12,379.75	-12,379.75	100.00%	0.00
231-43131.163 PIERCE ARROW PUMPER					
231-43131.163 PIERCE ARROW PUMPER	0.00	572,347.00	-572,347.00	100.00%	0.00
231-43131.164 SIDEWALK FLOW (FY18)					
231-43131.164 SIDEWALK FLOW (FY18)	0.00	142,887.00	-142,887.00	100.00%	0.00
231-47117.000 FIRE TRUCK LOAN PRINCIPAL					
231-47117.000 FIRE TRUCK LOAN PRINCIPAL	0.00	50,000.00	-50,000.00	100.00%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
231-47217.000 INTEREST EXPENSE	0.00	786.57	-786.57	100.00%	0.00
Total Expenditures	0.00	778,400.32	-778,400.32	100.00%	0.00
Total ROLLING STOCK FUND	0.00	-468,013.66	468,013.66	-100.00%	53,406.00
232-36101.000 INTEREST EARNINGS	0.00	179.14	-179.14	100.00%	0.00
Total Revenues	0.00	179.14	-179.14	100.00%	0.00
Total LAND ACQUISITION FUND	0.00	179.14	-179.14	-100.00%	0.00
233-36101.000 Interest Earnings	0.00	6.07	-6.07	100.00%	0.00
233-39110.000 CONTRIBUTION FROM GEN FUN	0.00	82,239.00	-82,239.00	100.00%	27,413.00
Total Revenues	0.00	82,245.07	-82,245.07	100.00%	27,413.00
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	81,356.57	-81,356.57	100.00%	5,256.57
233-46801.805 Interest Expense	0.00	22.81	-22.81	100.00%	0.00
Total Expenditures	0.00	96,691.27	-96,691.27	100.00%	5,256.57
Total NJRP CAP RESERVE	0.00	-14,446.20	14,446.20	-100.00%	22,156.43
Total Revenues	0.00	0.00	0.00	0.00%	0.00
253-468 CAPITAL PROJECTS					
Total CAPITAL PROJECTS	0.00	0.00	0.00	0.00%	0.00
Total Expenditures	0.00	0.00	0.00	0.00%	0.00
Total BOND FUND	0.00	0.00	0.00	0.00%	0.00
254-3 REVENUE					
254-34 OPERATING REVENUE					
254-34402.000 INTEREST EARNINGS	0.00	67.58	-67.58	100.00%	0.00
254-34403.000 MISC. - UNCLASSIFIED RECE	0.00	228.13	-228.13	100.00%	78.13
254-348 USER CHARGES					
254-34801.000 SALE OF WATER-RESIDENTIAL	930,063.00	600,872.01	329,190.99	64.61%	281.21
254-34811.000 WATER BILLING PENALTIES	4,000.00	3,334.04	665.96	83.35%	675.08
254-34812.000 WATER SALES - LARGE USERS	91,480.00	59,452.95	32,027.05	64.99%	6,875.07
254-34821.000 HOOK ON FEES	15,000.00	3,300.00	11,700.00	22.00%	0.00
Total USER CHARGES	1,040,543.00	666,959.00	373,584.00	64.10%	7,831.36

WATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
254-349 OF PASS THROUGH REVENUES					
254-34900.000 SALE OF WATER-GF	2,681,600.00	1,710,290.40	971,309.60	63.78%	197,775.90
254-34902.000 SALE OF WATER - GF VT TA	63,875.00	40,721.20	23,153.80	63.75%	4,708.95
Total OF PASS THROUGH REVENUES	2,745,475.00	1,751,011.60	994,463.40	63.78%	202,484.85
Total OPERATING REVENUE	3,786,018.00	2,418,266.31	1,367,751.69	63.87%	210,394.34
254-390 NON OPERATING REVENUE					
254-39000.001 CURRENT YR CONTRIBUTION I	0.00	120,000.00	-120,000.00	100.00%	40,000.00
Total NON OPERATING REVENUE	0.00	120,000.00	-120,000.00	100.00%	40,000.00
Total REVENUE	3,786,018.00	2,538,266.31	1,247,751.69	67.04%	250,394.34
Total Revenues	3,786,018.00	2,538,266.31	1,247,751.69	67.04%	250,394.34
254-43 EXPENSES					
254-432 OPERATING EXPENSES					
254-4320 GENERAL EXPENSES					
254-43200.1 WATER FUND SALARIES					
254-43200.110 SALARIES REGULAR	111,775.00	69,694.05	42,080.95	62.35%	7,050.54
254-43200.130 SALARIES OVERTIME	14,000.00	12,239.09	1,760.91	87.42%	2,063.71
254-43200.140 SALARIES PART TIME	5,293.00	2,837.30	2,455.70	53.60%	0.00
Total WATER FUND SALARIES	131,068.00	84,770.44	46,297.56	64.68%	9,114.25
254-43200.2 WATER FUND BENEFITS					
254-43200.210 HEALTH INS & OTHER BENEFIT	44,500.00	22,191.62	22,308.38	49.87%	2,835.42
254-43200.220 SOCIAL SECURITY	10,091.00	6,526.03	3,564.97	64.67%	701.69
254-43200.226 WORKERS COMP INSURANCE	6,624.00	4,161.90	2,462.10	62.83%	343.79
254-43200.230 RETIREMENT	11,178.00	6,695.65	4,482.35	59.90%	574.24
254-43200.250 UNEMPLOYMENT INSURANCE	353.00	99.12	253.88	28.08%	22.90
Total WATER FUND BENEFITS	72,746.00	39,674.32	33,071.68	54.54%	4,478.04
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	3,622.50	0.50	99.99%	0.00
254-43200.340 COMPUTER EXPENSES	1,500.00	842.40	657.60	56.16%	0.00
254-43200.410 WATER AND SEWER CHARGE	200.00	71.86	128.14	35.93%	0.00
254-43200.411 CWD WATER PURCHASE	493,810.00	297,073.43	196,736.57	60.16%	38,149.50
254-43200.412 STATE WATER TAX	12,662.00	7,073.19	5,588.81	55.86%	908.32
254-43200.430 WATER LINES MAINT-BREAKS	16,000.00	32,765.92	-16,765.92	204.79%	20,850.00
254-43200.432 VEHICLE MAINTENANCE	0.00	72.47	-72.47	100.00%	0.00
254-43200.441 RIGHT OF WAY AGREEMENTS	142.00	91.68	50.32	64.56%	0.00
254-43200.491 CONTRACTUAL SERVICES	106,531.00	77,557.50	28,973.50	72.80%	25,852.50
254-43200.500 TRAINING, CONFERENCES, DU	2,000.00	2,064.00	-64.00	103.20%	0.00
254-43200.521 LIABILITY & PROPERTY INS.	3,011.00	2,593.65	417.35	86.14%	0.00

WATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
254-43200.535 TELEPHONE SERVICES	1,000.00	1,068.57	-68.57	106.86%	139.85
254-43200.536 POSTAGE	2,000.00	1,589.37	410.63	79.47%	616.51
254-43200.550 PRINTING AND ADVERTISING	2,000.00	335.15	1,664.85	16.76%	0.00
254-43200.570 MAINTENANCE OTHER	2,000.00	7,280.67	-5,280.67	364.03%	1,111.58
254-43200.572 INTERVIEW COSTS	0.00	175.00	-175.00	100.00%	0.00
254-43200.610 SUPPLIES	6,000.00	7,380.33	-1,380.33	123.01%	1,770.66
254-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	822.30	677.70	54.82%	15.28
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	836.16	-86.16	111.49%	230.31
254-43200.623 HEATING/NATURAL GAS	4,000.00	1,710.21	2,289.79	42.76%	457.02
254-43200.626 GAS,GREASE AND OIL	3,000.00	740.76	2,259.24	24.69%	59.09
254-43200.742 TRANS TO CAPITAL RESERVE	160,000.00	120,000.00	40,000.00	75.00%	40,000.00
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
Total GENERAL EXPENSES	1,040,543.00	696,404.54	344,138.46	66.93%	143,752.91
254-4321 OF WATER EXPENSES					
254-43210.411 CWD WATER PURC - GF	2,681,600.00	1,710,290.40	971,309.60	63.78%	197,775.90
254-43210.412 STATE WATER TAX - GF	63,875.00	40,721.20	23,153.80	63.75%	4,708.95
Total OF WATER EXPENSES	2,745,475.00	1,751,011.60	994,463.40	63.78%	202,484.85
Total OPERATING EXPENSES	3,786,018.00	2,447,416.14	1,338,601.86	64.64%	346,237.76
254-433 CAPITAL PROJECT EXPENSES					
254-43330.002 METER REPLACEMENT PROGRAM	0.00	4,439.99	-4,439.99	100.00%	1,113.82
254-43330.005 SERIES 3 BOND INTEREST	0.00	16,581.76	-16,581.76	100.00%	8,195.09
254-43332 BONDED PROJECTS					
254-43332.007 UB CONVERSION TO NEMRC	0.00	1,645.83	-1,645.83	100.00%	0.00
Total BONDED PROJECTS	0.00	1,645.83	-1,645.83	100.00%	0.00
Total CAPITAL PROJECT EXPENSES	0.00	22,667.58	-22,667.58	100.00%	9,308.91
Total EXPENSES	3,786,018.00	2,470,083.72	1,315,934.28	63.84%	355,546.67
Total Expenditures	3,786,018.00	2,470,083.72	1,315,934.28	63.84%	355,546.67
Total WATER FUND	0.00	68,182.59	-68,182.59	-100.00%	-105,152.33
255-3 REVENUE					
255-34 OPERATING REVENUE					
255-34402.000 INTEREST EARNINGS	0.00	2,600.70	-2,600.70	100.00%	0.00
255-34403.000 MISC - UNCLASSIFIED RECEI	0.00	356.93	-356.93	100.00%	78.13
255-348 VILLAGE USER CHARGES					
255-34801.000 VILLAGE USER CHARGE	645,063.00	433,899.69	211,163.31	67.26%	0.00
255-34811.000 VILLAGE USER PENALTIES	3,000.00	2,424.73	575.27	80.82%	571.35
255-34812.000 VILL. SEPTAGE DISCHARGE I	20,000.00	19,978.65	21.35	99.89%	19,978.65

WASTEWATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-34813.000 VILLAGE LEACHATE REVENUES	0.00	865.02	-865.02	100.00%	865.02
Total VILLAGE USER CHARGES	668,063.00	457,168.09	210,894.91	68.43%	21,415.02
255-349 TRI-TOWN REVENUES					
255-34900.000 WASTEWATER CHARGE - ESSEX	476,928.00	357,696.00	119,232.00	75.00%	39,744.00
255-34901.000 WASTEWATER CHARGE - WILLI	675,345.00	506,508.75	168,836.25	75.00%	56,278.75
255-34903.001 SHARED SEPTAGE REVENUES	9,511.00	0.00	9,511.00	0.00%	0.00
255-34903.005 PUMP STATION MAINT. FEES	30,300.00	22,725.00	7,575.00	75.00%	7,575.00
Total TRI-TOWN REVENUES	1,192,084.00	886,929.75	305,154.25	74.40%	103,597.75
Total OPERATING REVENUE	1,860,147.00	1,347,085.47	513,091.53	72.42%	125,090.90
255-39 NON OPERATING INCOME					
255-39000.001 CURRENT YR CONTRIBUTION I	0.00	240,000.00	-240,000.00	100.00%	80,000.00
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
Total NON OPERATING INCOME	0.00	1,113,530.17	-1,113,530.17	100.00%	80,000.00
Total REVENUE	1,860,147.00	2,460,585.64	-600,438.64	132.28%	205,090.90
Total Revenues	1,860,147.00	2,460,585.64	-600,438.64	132.28%	205,090.90
255-43 EXPENSES					
255-4320 GENERAL EXPENSES					
255-43200.1 WWTF SALARIES					
255-43200.110 SALARIES REGULAR	340,008.00	253,828.72	86,179.28	74.65%	28,674.29
255-43200.130 SALARIES OVERTIME	48,000.00	31,591.54	16,408.46	65.82%	2,764.55
255-43200.140 SALARIES PART TIME	10,000.00	16,688.61	-6,688.61	166.89%	1,394.11
Total WWTF SALARIES	398,008.00	302,108.87	95,899.13	75.91%	32,832.95
255-43200.2 WWTF BENEFITS					
255-43200.210 HEALTH INS & OTHER BENEFIT	119,377.00	77,276.08	42,100.92	64.73%	8,038.29
255-43200.220 SOCIAL SECURITY	30,613.00	23,111.57	7,501.43	75.50%	2,520.07
255-43200.226 WORKERS COMP INSURANCE	20,215.00	13,343.85	6,871.15	66.01%	1,530.39
255-43200.230 RETIREMENT	34,001.00	25,864.67	8,136.33	76.07%	3,115.06
255-43200.250 UNEMPLOYMENT INSURANCE	500.00	325.42	174.58	65.08%	74.86
Total WWTF BENEFITS	204,706.00	139,921.59	64,784.41	68.35%	15,278.67
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	4,252.50	0.50	99.99%	0.00
255-43200.410 WATER AND SEWER CHARGE	3,000.00	1,776.52	1,223.48	59.22%	0.00
255-43200.432 VEHICLE MAINTENANCE	3,000.00	4,250.98	-1,250.98	141.70%	0.00

WASTEWATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-43200.491 CONTRACTUAL SERVICES	53,266.00	38,778.75	14,487.25	72.80%	12,926.25
255-43200.500 TRAINING, CONFERENCES, DU	6,500.00	6,224.98	275.02	95.77%	1,154.13
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	2,850.44	3,149.56	47.51%	316.68
255-43200.565 GRIT DISPOSAL	15,000.00	8,267.94	6,732.06	55.12%	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	58,087.27	91,912.73	38.72%	6,626.72
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	79,259.28	10,740.72	88.07%	11,229.35
255-43200.577 CONTRACT LABORATORY SERVI	9,000.00	4,827.00	4,173.00	53.63%	103.00
255-43200.610 SUPPLIES	10,000.00	3,164.58	6,835.42	31.65%	448.01
255-43200.612 UNIFORMS,BOOTS,ETC	5,000.00	2,874.45	2,125.55	57.49%	60.40
255-43200.618 SUPPLIES - LABORATORY	15,000.00	8,821.39	6,178.61	58.81%	1,960.52
255-43200.619 CHEMICALS	210,000.00	194,361.76	15,638.24	92.55%	27,938.69
255-43200.622 ELECTRICAL SERVICE	150,000.00	86,167.80	63,832.20	57.45%	9,299.49
255-43200.623 HEATING/NATURAL GAS	20,000.00	13,552.69	6,447.31	67.76%	3,358.56
255-43200.626 GAS,GREASE AND OIL	4,500.00	3,321.72	1,178.28	73.82%	128.05
255-43200.742 TRANS TO CAPITAL RESERVE	320,000.00	240,000.00	80,000.00	75.00%	80,000.00
Total GENERAL EXPENSES	1,860,148.00	1,299,512.43	560,635.57	69.86%	204,800.13
255-433 CAPITAL PROJECTS/EXPENSES					
255-43330.000 ARRA Loan-ARI-004 Admin F	0.00	594.78	-594.78	100.00%	0.00
255-43330.001 RZEDB Interest	0.00	46,165.78	-46,165.78	100.00%	22,726.20
255-43330.002 DIGESTER CLEARING	0.00	10,100.00	-10,100.00	100.00%	0.00
255-43330.007 CWSRF RF1-148 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	4,620.32	-4,620.32	100.00%	492.99
255-43330.013 WHEEL LOADER	0.00	65,543.70	-65,543.70	100.00%	0.00
Total CAPITAL PROJECTS/EXPENSES	0.00	377,308.91	-377,308.91	100.00%	23,219.19
255-434 NON-OPERATING EXPENSES					
Total NON-OPERATING EXPENSES	0.00	0.00	0.00	0.00%	0.00
Total EXPENSES	1,860,148.00	1,676,821.34	183,326.66	90.14%	227,799.32
Total Expenditures	1,860,148.00	1,676,821.34	183,326.66	90.14%	227,799.32
Total WASTEWATER FUND	-1.00	783,764.30	-783,763.30		-22,708.42
256-3 REVENUE					
256-33 INTERGOVERNMENTAL REVENUE					
256-33900.000 ESSEX PUMP STATION FEES	23,878.00	11,742.24	12,135.76	49.18%	0.00
256-33900.001 PARY AGREEMENT REV	15,000.00	7,500.00	7,500.00	50.00%	0.00
Total INTERGOVERNMENTAL REVENUE	38,878.00	19,242.24	19,635.76	49.49%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
256-34 OPERATING REVENUE					
256-34402.000 INTEREST EARNINGS	0.00	3,759.71	-3,759.71	100.00%	0.00
256-34403.000 MISC. - UNCLASSIFIED RECE	0.00	3,937.50	-3,937.50	100.00%	937.50
256-348 USER CHARGES					
256-34801.000 ANNUAL CUSTOMER CHARGE	567,372.00	393,917.35	173,454.65	69.43%	0.00
256-34811.000 ANNUAL CUSTOMER CHARGE -	2,500.00	2,224.68	275.32	88.99%	576.63
256-34821.000 HOOK ON FEES	30,000.00	5,000.00	25,000.00	16.67%	0.00
Total USER CHARGES	599,872.00	401,142.03	198,729.97	66.87%	576.63
Total OPERATING REVENUE	599,872.00	408,839.24	191,032.76	66.15%	1,514.13
256-39 NON OPERATING REVENUE					
256-39000.001 CURRENT YR CONTRIBUTION I	0.00	71,250.00	-71,250.00	100.00%	23,750.00
256-39200.001 WWTF CAPACITY SALE REVENU	0.00	100,000.00	-100,000.00	100.00%	0.00
Total NON OPERATING REVENUE	0.00	171,250.00	-171,250.00	100.00%	23,750.00
Total REVENUE	638,750.00	599,331.48	39,418.52	93.83%	25,264.13
Total Revenues	638,750.00	599,331.48	39,418.52	93.83%	25,264.13
256-43 EXPENSES					
256-432 OPERATING EXPENSES					
256-43200.1 SANITATION SALARIES					
256-43200.110 SALARIES REGULAR	86,641.00	53,503.91	33,137.09	61.75%	5,755.81
256-43200.130 SALARIES OVERTIME	12,000.00	10,918.33	1,081.67	90.99%	1,811.81
256-43200.140 SALARIES PART TIME	5,293.00	2,837.29	2,455.71	53.60%	0.00
Total SANITATION SALARIES	103,934.00	67,259.53	36,674.47	64.71%	7,567.62
256-43200.2 SANITATION BENEFITS					
256-43200.210 HEALTH INS & OTHER BENEFIT	44,500.00	33,557.67	10,942.33	75.41%	3,893.16
256-43200.220 SOCIAL SECURITY	8,013.00	5,219.37	2,793.63	65.14%	592.15
256-43200.226 WORKERS COMP INSURANCE	5,208.00	3,722.58	1,485.42	71.48%	314.65
256-43200.230 RETIREMENT	8,664.00	6,294.76	2,369.24	72.65%	539.84
256-43200.250 UNEMPLOYMENT INSURANCE	328.00	110.51	217.49	33.69%	20.98
Total SANITATION BENEFITS	66,713.00	48,904.89	17,808.11	73.31%	5,360.78
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	1,811.25	0.75	99.96%	0.00
256-43200.340 COMPUTER EXPENSES	2,500.00	1,684.80	815.20	67.39%	0.00
256-43200.410 WATER AND SEWER CHARGE	500.00	204.15	295.85	40.83%	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	7,218.55	2,781.45	72.19%	567.83
256-43200.436 SANIT. LINE BACK-UP CLEAN	2,000.00	2,320.95	-320.95	116.05%	1,000.00

SANITATION FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
256-43200.441 RIGHT OF WAY AGREEMENTS	1,098.00	1,572.96	-474.96	143.26%	0.00
256-43200.491 CONTRACTUAL SERVICES	136,831.00	100,282.50	36,548.50	73.29%	33,427.50
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	3,091.23	408.77	88.32%	1,251.36
256-43200.550 PRINTING AND ADVERTISING	550.00	576.84	-26.84	104.88%	0.00
256-43200.570 MAINTENANCE OTHER	1,500.00	301.80	1,198.20	20.12%	0.00
256-43200.610 SUPPLIES	1,000.00	1,153.81	-153.81	115.38%	160.60
256-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	928.14	571.86	61.88%	193.17
256-43200.622 ELECTRICAL SERVICE	12,000.00	8,635.51	3,364.49	71.96%	2,397.18
256-43200.623 HEATING/NATURAL GAS	1,300.00	638.26	661.74	49.10%	141.38
256-43200.626 GAS,GREASE AND OIL	2,500.00	1,425.86	1,074.14	57.03%	201.94
256-43200.742 TRANS TO CAPITAL RESERVE	95,000.00	71,250.00	23,750.00	75.00%	23,750.00
256-43220 ESSEX PS COSTS					
256-43220.001 SUSIE WILSON PS COSTS	9,000.00	6,627.08	2,372.92	73.63%	1,545.97
256-43220.002 WEST ST PS COSTS	11,000.00	7,356.90	3,643.10	66.88%	2,255.90
Total ESSEX PS COSTS	20,000.00	13,983.98	6,016.02	69.92%	3,801.87
Total OPERATING EXPENSES	477,750.00	338,469.39	139,280.61	70.85%	79,821.23
256-433 CAPITAL PROJECTS/EXPENSE					
256-43330.002 METER REPLACEMENT PROGRAM	0.00	8,879.97	-8,879.97	100.00%	2,227.62
256-43330.007 ARRA Loan-ARI-004 Admin F	0.00	3,602.71	-3,602.71	100.00%	0.00
256-43330.009 RF1-157 PS UpGrd Admin Fe	0.00	19,185.27	-19,185.27	100.00%	19,185.27
256-43332.007 UB CONVERSION TO NEMRC	0.00	3,291.67	-3,291.67	100.00%	0.00
Total CAPITAL PROJECTS/EXPENSE	0.00	34,959.62	-34,959.62	100.00%	21,412.89
256-434 NON OPERATING EXPENSES					
256-43455.001 TRANS TO WWTF FOR DEBT FY	0.00	304,537.39	-304,537.39	100.00%	0.00
Total NON OPERATING EXPENSES	0.00	304,537.39	-304,537.39	100.00%	0.00
Total EXPENSES	477,750.00	677,966.40	-200,216.40	141.91%	101,234.12
Total Expenditures	477,750.00	677,966.40	-200,216.40	141.91%	101,234.12
Total SANITATION FUND	161,000.00	-78,634.92	-82,365.08	-48.84%	-75,969.99
Total All Funds	100,899.00	636,713.93	-737,712.93	630.42%	1,139,771.12



MEMORANDUM

TO: Essex Junction Trustees and Evan Teich, Unified Manager
FROM: James Jutras, Water Quality Superintendent
cc: Lauren Morrissette Assistant Manager/Finance Director
DATE: March 30, 2018
SUBJECT: Minor Amendment: Chittenden County Regional Planning Stormwater Program Agreement

A handwritten signature in blue ink, which appears to be "James Jutras", is written over the "cc:" line of the memorandum header.

Issue: Whether or not to authorize staff to sign a minor amendment to the Chittenden County Regional Planning Commission (CCRPC) Stormwater Program Agreement for Municipal Separate Stormwater System (MS4) minimum measures 1 and 2

Discussion: The CCRPC has proposed minor amendment to the existing agreement that was authorized in April 2017. This change is necessary due to legislative action relating to intermunicipal services and associated charges. The legislative change now allows CCRPC to charge administrative overhead that was not previously permitted. Please reference the highlighted section of item 6.c. **Invoices** on page 3 of 8 of the revised agreement (attached). The duration of the contract remains unchanged (through June 30, 2022).

Costs: NO Cost. The amounts charged will increase to cover overhead as now required by the State law. These charges will be managed within the existing fees paid to CCRPC for running this program on behalf of the Chittenden County MS4's.

Recommendation: It is recommended that the Village Trustees authorize James Jutras to sign the revised CCRPC Stormwater Program Agreement that shall become Effective July 1, 2018

**CHITTENDEN COUNTY MS4
STORMWATER PROGRAM AGREEMENT
EFFECTIVE July 1, 2017**

Proposed amendment effective July 1, 2018, see Section 6.c. Invoices

Preamble

This Stormwater Program Agreement (“Agreement”) is entered into by and between a group of Municipal Separate Storm Sewer System (“MS4”) permittees (“MS4 Permittees”) and the Chittenden County Regional Planning Commission (“CCRPC”) to operate an MS4 Stormwater Program (“Program”) that conforms with and satisfies the relevant requirements of both Minimum Control Measure One (Public Outreach and Education) and Minimum Control Measure Two (Public Involvement and Participation) of the Phase II NPDES Permit issued by the Vermont Department of Environmental Conservation (“DEC”) on December 2012 through General Permit 3-9014 (“MS4 Permit”), as these requirements may be continued, renewed, amended, or otherwise modified during the term of this Agreement.

1. **Prior Agreements** – Effective July 1, 2017, this Agreement
 - a. supersedes an MOU signed by the CCRPC and twelve MS4 permittees, effective March 10, 2013 through March 9, 2018, governing the operation of a Regional Stormwater Education Program to satisfy the relevant requirements of Minimum Control Measure One (Public Outreach and Education), and
 - b. supersedes an MOU signed by the CCRPC and eleven MS4 permittees, effective July 1, 2011 through June 30, 2016, and an amendment to this MOU extending its effective date through June 30, 2017, governing the operation of a Regional Stormwater Public Involvement and Participation Program to satisfy the relevant requirements of Minimum Control Measure Two (Public Involvement and Participation).
2. **Service Agreement** – This Agreement constitutes a service agreement pursuant to 24 V.S.A. § 4345b (Intermunicipal Service Agreements).
3. **Definitions**—For purposes of this Agreement, the term “MS4 Permittees” includes the Vermont Agency of Transportation, which on December 28, 2016 became eligible for coverage under General Permit 3-9007 for Stormwater Discharges from the State Transportation Separate Storm Sewer System (TS4).
4. **Parties** – The following are the parties to this Agreement:
 - a. **MS4 Permittees** – the undersigned MS4 Permittees, and
 - b. **CCRPC** – the undersigned regional planning commission.
5. **MS4 Steering Committee**
 - a. **Composition** – The Members of the Steering Committee shall consist of one representative from each of the signatory MS4 Permittees to this Agreement. Another MS4 permittee may request

to join this Agreement if approved by a two-thirds vote of the Members. The Members shall be appointed either by the governing bodies of their municipalities at publicly warned meetings or, if a Member representing an MS4 Permittee is non-municipal agency, via a process consistent with that agency's policies. At its first meeting, the Steering Committee shall elect a Chair by a majority vote. The Chair shall serve until such time as the Chair resigns or the Steering Committee elects a new Chair.

- b. **Duties** – The Steering Committee shall direct the CCRPC on the development and performance of Program Services in particular and on all other matters bearing on the administration of this Agreement. All actions of the Steering Committee shall be by majority vote unless otherwise specified in this Agreement.
- c. **Organization of Meetings** – The Steering Committee shall meet on a quarterly basis at a minimum. The CCRPC shall provide Steering Committee Members with reasonable notice of meetings. Notice shall include a meeting agenda and draft meeting minutes. In addition, the CCRPC shall post notice of Steering Committee meetings on its website and on the Program website.

6. **CCRPC**

a. **Duties** – The CCRPC shall:

- 1) Administer this Agreement and agreements with contractors (including executing contracts approved by the Steering Committee, receiving and disbursing funds, and monitoring the provision of services) for the benefit of the MS4 Permittees.
- 2) Provide other services contributing to the operation of the Program (including, but not limited to, social media management, public relations, grant writing, creating and managing a Program website, organizing meetings as set forth in Section 4.c, above, etc.) as directed by the Steering Committee; and at a level consistent with each year's Program Budget as described in Section 8.b, below.
- 3) Provide a quarterly budget report to the Steering Committee detailing expenses the CCRPC incurred and the payments it has received.
- 4) Pay contractors and vendors for charges consistent with the relevant contract, using funds from the Program Budget, as defined in Section 8, below.
- 5) Upon approval of the Steering Committee or its designee, reimburse itself for personnel and other expenses for charges consistent with its duties, using funds from the Program Budget.
- 6) Consult with the Steering Committee prior to authorizing any contractor activities or charges outside the scope of work of a contract.
- 7) Notify the Steering Committee when 75% of the annual budget (as defined in Section 8, below) for an individual category of expenses (e.g., contractors, CCRPC fees, advertising, etc.) is reached. When these levels are reached, subsequent expenditures by the CCRPC in that category shall be reviewed and approved by the Steering Committee Chair in advance.

- 8) At the request of the Steering Committee, assign any or all contracts that the CCRPC has entered into pursuant to this Agreement to the MS4 Permittees who are signatories to this Agreement at the time or to another contractor of the Steering Committee's choosing.
 - 9) Comply with all applicable federal, state, and local laws, including Burlington's Livable Wage Ordinance as applicable.
- b. **Compensation** – Through the Program Budget, the MS4 Permittees shall compensate the CCRPC for the actual costs of performing its duties defined in Section 5.a, above; provided, however, that the CCRPC shall not be entitled to compensation that would exceed ten percent (10%) of the Program Budget as specified in Section 8.b, below, without the prior approval of a majority of the Steering Committee.
 - c. **Invoices** – The CCRPC shall invoice the Program to cover personnel charges, mileage reimbursement, and other direct expenses necessary to perform its duties. Personnel charges for CCRPC staff shall be calculated at a rate of salary plus fringe plus CCRPC's applicable indirect rate as required by 24 V.S.A. § 4345b. ~~The CCRPC shall not charge the Program an Indirect Rate.~~ As set forth in Section 5.b, above, upon approval of the Steering Committee or its designee, the CCRPC may reimburse itself for charges consistent with its duties, using funds from the Program Budget.

7. Selection of Contractors

- a. The CCRPC, in consultation with the Steering Committee, shall competitively bid for contract(s) for Program services that collectively satisfy the requirements for Minimum Control Measure One (Public Outreach and Education) and Minimum Control Measure Two (Public Involvement and Participation) of the Phase II NPDES Permit then in effect. The parties to the contracts shall be the contractors and the CCRPC. All contracts shall require the contractor to indemnify and hold harmless the MS4 Permittees from any claims related to the contract and to procure and maintain liability insurance for all services performed under the contract.
- b. All contracts shall be awarded based on qualifications, price, and the ability of the entity to provide services that meet the relevant MS4 Permit requirements. The selection of contractors shall comply with the procurement policy of the CCRPC and with applicable state and federal procurement laws and procedures.
- c. Contracts shall generally be 1 to 5 years in length and shall include, but not be limited to, a Maximum Limiting Amount and the right of the CCRPC to 1) cancel a contract if services are not being adequately provided, 2) specify that payments to contractors shall be made only for services rendered, 3) specify the annual scope of work and budget as approved by the Steering Committee, 4) allow a contract extension if desired, and 5) assign the contract to the MS4 Permittees that are signatories to this Agreement at the time of the assignment or to a contractor of the Steering Committee's choosing.
- d. Contracting for services under this Agreement shall comply with the Fair Employment Act and Americans with Disabilities Act: the CCRPC shall comply with the requirement of Title 21 V.S.A Chapter 5, Subchapter 6, relating to fair employment practices, to the full extent applicable. The

CCRPC shall also ensure, to the full extent required by the Americans with Disabilities Act of 1990, that qualified individuals with disabilities receive equitable access to the services, programs, and activities provided by the Steering Committee under this Agreement. This provision shall also be included in all contracts and subcontracts executed under this Agreement.

- e. The CCRPC and the Steering Committee recognize the important contribution and vital impact which small businesses have on the State's economy. In this regard, the CCRPC shall ensure a free and open bidding process that affords all businesses equal access and opportunity to compete, except under circumstances where competitive bidding may not be practicable and is not required by applicable procurement policies. The CCRPC and the Steering Committee also recognize the existence of businesses owned by minorities and women, and the CCRPC shall make a good faith effort to encourage these firms to compete for contracts involving state or federal funds and comply with applicable law relating to civil rights and disadvantaged business enterprises.
8. **Program Services** – The Steering Committee, assisted by the CCRPC and its contractors, shall implement a unified Program that satisfies the relevant requirements of Minimum Control Measure One (Public Education and Outreach) and Minimum Control Measure Two (Public Involvement and Participation) of the MS4 Permit.

The Program Content for each Program Year shall be as defined in writing by a majority of the Steering Committee. The Program Year shall be the State of Vermont's fiscal year. The Program Content shall implement the following deliverables:

- a. **Public Education and Outreach** – Elements shall include, at a minimum:
 - 1) operating the Program's website, www.smartwaterways.org, or its equivalent; and
 - 2) advertising in various media.
- b. **Public Involvement and Participation** – Elements shall include, at a minimum:
 - 1) operating the Program's website, www.ccstreamteam.org, or its equivalent;
 - 2) hosting and/or organizing workshops, projects, and other events to engage the public; and
 - 3) recruiting volunteers to support projects, promote events, and/or engage the public.
- c. **End of MS4 permit year annual reporting** – Elements shall include preparation of a narrative report 25 business days prior to the MS4 Permittees' reporting deadline to DEC.

9. **Program Dues, Budget, Costs, and Payments**

a. **Dues**

- 1) For State Fiscal Year, FY18, July 2017-June 2018, the annual dues for each of the undersigned MS4 Permittees shall be \$5,500.
- 2) For the following fiscal years, the annual dues shall be set by a two-thirds majority by October 15th of the preceding calendar year. In the absence of agreement, the dues shall remain at \$5,500.
- 3) The CCRPC shall invoice each MS4 Permittee on or about July 1st of each year with payment to the CCRPC due 30 days later.
- 4) All Members shall pay equal dues.

b. **Program Budget**

- 1) The annual Program Budget shall consist of the sum of the annual payments for each Program Year made by MS4 Permittees, plus any funds from other sources made available to the Program by majority vote of the Steering Committee.
- 2) Prior to the start of each Program Year, the Steering Committee shall adopt a Program Budget governing expenditures for the subsequent Program Year. Budget categories shall include, but not be limited to: CCRPC Duties, Contractual Services, and Expenses.
- 3) Once the Program Year starts, a majority of the Steering Committee may amend the Program Budget as needed, for example to reflect any surplus or deficits from the prior Program Year, receipt of new sources of funds, or a desired change in the Program Budget, subject to Section 8.a, above.
- 4) In the event that costs are less than anticipated or that grants or other funding sources become available, a majority of the voting Members of the Steering Committee may decide to reduce each Member's payment by an equal amount or to credit all or part of the following Program Year assessment to each MS4 Permittee.

c. **Maximum Annual Costs and Payments** – Except as otherwise provided by this section, each MS4 Permittee shall within 30 days of receipt of an invoice make a single annual dues payment, as provided by Section 8.a, above.

d. **Other Funds** – Any funds made available to the Program shall be dedicated to reducing the annual costs of each MS4 Permittee participating in the Program, except as a majority of the voting Members of the Steering Committee may decide.

e. **Excess Funds** – Any funds remaining at the end of a Program Year shall be carried over to the next Program Year, unless a majority of the voting Members of the Steering Committee decides otherwise.

f. **Non-appropriation** – The obligations of each MS4 Permittee to make payments under this Agreement shall constitute a current expense of the MS4 Permittee and shall not in any way be construed to be a debt of the MS4 Permittee in contravention of any applicable constitutional or statutory limitation or requirement, or the MS4 Permittee’s charter or articles of incorporation; nor shall anything contained in this Agreement constitute a pledge of the credit or tax revenues, funds, or monies of the MS4 Permittee. The decision whether or not to budget and appropriate funds during each fiscal year of the MS4 Permittee is within the discretion of the governing body of the MS4 Permittee. The obligations of a MS4 Permittee under the Agreement are subject to annual appropriations by the governing body of the MS4 Permittee, except as provided by Section 12 of this Agreement. An MS4 Permittee cannot choose to not appropriate funds and then withdraw in a manner that shifts prior contractual obligations on to the others. Non-appropriation will be considered withdrawal and must be prospective in fairness to all signatories as per Section 13.

10. **Contract Approval** – All CCRPC contracts shall be conditioned upon approval by a majority of the voting Members of the Steering Committee and shall be consistent with Section 6, above.

11. **Termination of CCRPC** – The CCRPC on its own or the Steering Committee by a majority vote of its full Membership may elect to terminate the CCRPC’s future participation in this Agreement by providing 90 days’ written notice to the other. In the event of termination under this section, the CCRPC shall continue to administer and comply with each existing contract, and the MS4 Permittees shall continue to reimburse the CCRPC from the Program Budget for the actual costs of administering and complying with each contract, as provided by this Agreement, unless and until the CCRPC assigns the contract pursuant to Sections 5.a.8 and 6.c of this Agreement.

12. **Termination of Agreement**

a. This Agreement shall become null and void with no further obligation of the parties if:

- 1) Two-thirds of the Members of the Steering Committee vote to end participation, or
- 2) DEC determines that the Program outlined in this Agreement does not meet the relevant requirements for Minimum Control Measure One (Public Education and Outreach) or Minimum Control Measure Two (Public Involvement and Participation), and the parties to this Agreement are unable to craft a Program to satisfy DEC.

b. In the event of termination, any funds remaining in the Program Budget (after payment of obligations to vendors or to satisfy debts) shall be reimbursed to the MS4 Permittees with each MS4 Permittee receiving a share proportional to the number of MS4 Permittees at the time of termination. For example, if there are twelve MS4 Permittees at the time of termination, each MS4 Permittee shall receive a 1/12th share.

13. **Withdrawal of Member** – An MS4 Permittee may withdrawal from participation in this Agreement only at the end of a state fiscal year. If an MS4 Permittee wishes to withdrawal from participation, it shall provide at least 90 days’ notice to the other MS4 Permittees and the CCRPC. After withdrawal, a MS4 Permittee shall remain responsible for its share of the costs of contracts that the Steering Committee approved prior to the effective date of the withdrawal.

Name	Title	The Town of Shelburne	Date
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Name	Title	The City of South Burlington	Date
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Name	Title	Vermont Agency of Transportation	Date
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Name	Title	The University of Vermont	Date
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Name	Title	The Town of Williston	Date
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Name	Title	The City of Winooski	Date
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Jim Jutras

From: Dan Albrecht <dalbrecht@ccrpcvt.org>
Sent: Wednesday, February 21, 2018 1:26 PM
To: dallerton@town.milton.vt.us; Lindsey Beaudoin; Karen Adams (kadams@colchestervt.gov); 'Bryan Osborne'; Warner Rackley <WRackley@colchestervt.gov> (WRackley@colchestervt.gov); jrauscher@winooskivt.org; john <jchoate@winooskivt.org> (jchoate@winooskivt.org); Chelsea Mandigo; Jim Jutras; 'acostandi@essex.org'; 'Dennis Lutz (Essex)'; James Sherard (jsherrard@willistonvt.org) (jsherrard@willistonvt.org); Bruce Hoar (bhoar@willistonvt.org); 'Tom Dipietro (tdipietro@sbur.com)'; 'Justin Rabidoux' (jrabidoux@sbur.com); Jenna Olson; Megan Moir; 'crobinson@shelburnevt.org'; Joe Colangelo; Claire Forbes Deal; 'Lani.Ravin@uvm.edu'; Linda Seavey (Linda.Seavey@uvm.edu); LLackey@BTV.aero; 'Polly.Harris@stantec.com'; Callahan, Jennifer
Cc: Charles Baker
Subject: Minor amendment to MS4 Stormwater Program Agreement
Attachments: CC_Stormwater_MOU_draft_amendment.docx; RSAamendmentMemo_20180221.pdf
Importance: High

To: MS4 Permittees

Attached is a PDF memo from Charlie describing why this minor amendment is needed as well as a copy of the MOU with the proposed amendment to Section 6.c on page 3 highlighted.

Please have your governing body act on the proposed amendment and send us a copy of the completed signature page by May 15th so I have time to compile all the signatures prior to the start of FY19.

Please type in the **Name and Title** on the signature page before you have it signed.

Thanks! A PDF of the signature page is fine. -Dan

Dan Albrecht, MA, MS
Senior Planner
Chittenden County Regional Planning Commission
110 West Canal Street, Suite 202
Winooski, VT 05404
*(802) 846-4490 ext. *29*

