



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, APRIL 24, 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
5. **OLD BUSINESS**
 - a. Board Reorganization
6. **NEW BUSINESS**
 - a. Award bid for 2018 Paving Projects – Aaron Martin
 - b. Adoption of 2018 Local Emergency Operations Plan – Evan Teich
 - c. Reappointment of Chittenden Solid Waste District Representatives – Evan Teich
7. **MANAGER’S REPORT**
 - a. Trustees meeting schedule
8. **TRUSTEES’ COMMENTS & CONCERNS/READING FILE**
 - a. Board Member Comments
 - b. Minutes from Other Boards/Committees:
 - Bike/Walk Advisory Committee 4/16/18
 - Capital Program Review Committee 4/17/18
 - c. Brownell Library Staff and Director’s Report March 2018
 - d. Thank you from Green Mountain Habitat for Humanity
 - e. Memo from Lauren Morriseau re: Recreation Dept. Declined to Join Association
 - f. Letter from Arbor Day Foundation re: 2017 Tree City USA
9. **CONSENT AGENDA**
 - a. Approve and Attest Annual Meeting Minutes 4/4/18
 - b. Approve Minutes of Previous Meeting 4/10/18
 - c. Expense Warrant #17091 dated 4/13/18 in the amount of \$70,677.54
 - d. Expense Warrant #17092 dated 4/20/18 in the amount of \$187,449.87
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.

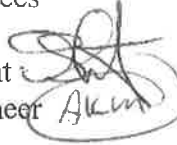
Memorandum

TO: Evan Teich, Unified Manager and the Village Trustees

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

Ricky Jones, Village Public Works Superintendent

Aaron Martin, P.E., Utility Director / Town Engineer



DATE: April 19, 2018

SUBJECT: Town/Village 2018 Summer Paving Bid

ISSUE: The issue is whether or not to accept the Paving Bid for FYE2019.

DISCUSSION: The paving bid for projects in the Town and Village were opened on Wednesday, April 18, 2018 and the results of the bid have been provided on the attached bid tabulation for your reference. Three qualified firms submitted bids With Pike being the low bidder at a total cost of \$527,870.00 and a unit cost of \$60.00/ton. The Village projects totaled \$151,500.00 against an approved budget of \$225,000.00. Staff has reviewed all bids for accuracy and completeness. The results are provided below.

<u>Contractor</u>	<u>Total Base Bid</u>
Pike Industries	\$527,870.00 (Low Bidder)
Engineers Construction Inc.	\$555,035.00
J. Hutchins	\$649,531.00

Staff will provide all bidders with letters acknowledging the low bid from Pike. The award letter provided to Pike Industries will be contingent on acceptance of the bid by the Village Trustees.

RECOMMENDATION: It is recommended that the Village Trustees approve the award of the paving bid to Pike Industries for paving projects within the Village of Essex Junction for FYE2019.

**BID TABULATION
2018 TOWN AND VILLAGE
SUMMER PAVING PROGRAM**

LOW BIDDER

BASE BID	Description	BID		Pike Industries		J. Hutchins		Engineers Construction	
		Quantity	Unit	Unit Price	Unit Total	Unit Price	Unit Total	Unit Price	Unit Total
Paving Project 2018T-P1 -Repa Drive	Type III B.C. Pavement (1.5 Inch Thick)	220	Ton	\$ 60.00	\$ 13,200.00	\$ 68.50	\$ 15,070.00	\$ 61.90	\$ 13,618.00
	Total				\$ 13,200.00		\$ 15,070.00		\$ 13,618.00
Paving Project 2018T-P2- Greenfield Court	Type III B.C. Pavement (2.0 Inch Thick)	130	Ton	\$ 60.00	\$ 7,800.00	\$ 68.50	\$ 8,905.00	\$ 61.90	\$ 8,047.00
	Cold Plane (1.5 Inch Depth)	1000	SY	\$ 2.00	\$ 2,000.00	\$ 2.90	\$ 2,900.00	\$ 2.00	\$ 2,000.00
	Total				\$ 9,800.00		\$ 11,805.00		\$ 10,047.00
Paving Project 2018T-P3 - Greenfield Rd. Extension	Type III B.C. Pavement 1.5 Inch Thick)	140	Ton	\$ 60.00	\$ 8,400.00	\$ 68.50	\$ 9,590.00	\$ 61.90	\$ 8,666.00
	Total				\$ 8,400.00		\$ 9,590.00		\$ 8,666.00
Paving Project 2018T-P4 - Kimberly Drive	Type III B.C. Pavement (2.0 Inch Thick)	315	Ton	\$ 60.00	\$ 18,900.00	\$ 68.50	\$ 21,577.50	\$ 61.90	\$ 19,498.50
	Cold Plane (1.5 Inch Depth)	2410	SY	\$ 2.00	\$ 4,820.00	\$ 2.90	\$ 6,989.00	\$ 2.00	\$ 4,820.00
	Total				\$ 23,720.00		\$ 28,566.50		\$ 24,318.50
Paving Project 2018T-P5 - Greenfield Road	Type III B.C. Pavement (1.5 Inch Thick)	265	Ton	\$ 60.00	\$ 15,900.00	\$ 68.50	\$ 18,152.50	\$ 61.90	\$ 16,403.50
	Type III B.C. Pavement (2.0 Inch Thick)	975	Ton	\$ 60.00	\$ 58,500.00	\$ 68.50	\$ 66,787.50	\$ 61.90	\$ 60,352.50
	Cold Plane (1.5 Inch Depth)	7475	SY	\$ 2.00	\$ 14,950.00	\$ 2.90	\$ 21,677.50	\$ 2.00	\$ 14,950.00
	Total				\$ 89,350.00		\$ 106,617.50		\$ 91,706.00
Paving Project 2018T-P6 - North Williston Road	Type III B.C. Pavement (2.0 Inch Thick)	595	Ton	\$ 60.00	\$ 35,700.00	\$ 68.50	\$ 40,757.50	\$ 61.90	\$ 36,830.50
	Cold Plane (1.5 Inch Depth)	4545	SY	\$ 2.00	\$ 9,090.00	\$ 2.90	\$ 13,180.50	\$ 2.00	\$ 9,090.00
	Total				\$ 44,790.00		\$ 53,938.00		\$ 45,920.50
Paving Project 2018T-P7 - Towers Road	Type IV B.C. Pavement (1.0 Inch Thick)	170	Ton	\$ 60.00	\$ 10,200.00	\$ 68.50	\$ 11,645.00	\$ 61.90	\$ 10,523.00
	Total				\$ 10,200.00		\$ 11,645.00		\$ 10,523.00
Paving Project 2018T-P8 -Sand Hill Road	Cold Plane, Bituminous Pvmt (Full Depth)	6760	SY	\$ 2.00	\$ 13,520.00	\$ 2.90	\$ 19,604.00	\$ 2.00	\$ 13,520.00
	Crushed Gravel for Subbase	860	Ton	\$ 12.00	\$ 10,320.00	\$ 37.25	\$ 32,035.00	\$ 22.00	\$ 18,920.00
	Type II B.C. Pavement (2.5 Inch Thick)	1100	Ton	\$ 60.00	\$ 66,000.00	\$ 68.50	\$ 75,350.00	\$ 61.90	\$ 68,090.00
	Type III B.C. Pavement (1.5 Inch Thick)	660	Ton	\$ 60.00	\$ 39,600.00	\$ 68.50	\$ 45,210.00	\$ 61.90	\$ 40,854.00
	Total				\$ 129,440.00		\$ 172,199.00		\$ 141,384.00
Paving Project 2018T-ALT 1 -Prescott Street	Type III B.C. Pavement 1.5 Inch Thick)	405	Ton	\$ 60.00	\$ 24,300.00	\$ 68.50	\$ 27,742.50	\$ 61.90	\$ 25,069.50
	Total				\$ 24,300.00		\$ 27,742.50		\$ 25,069.50
Paving Project 2018T - ALT 2 - Steeplebush Road	Type III B.C. Pavement (1.5 Inch Thick)	280	Ton	\$ 60.00	\$ 16,800.00	\$ 68.50	\$ 19,180.00	\$ 61.90	\$ 17,332.00
	Total				\$ 16,800.00		\$ 19,180.00		\$ 17,332.00
Paving Project 2018T - ALT 3 - Susie Wilson Rd. Bypass	Type III B.C. Pavement (1.5 Inch Thick)	260	SY	\$ 24.50	\$ 6,370.00	\$ 68.50	\$ 17,810.00	\$ 40.00	\$ 10,400.00
	Total				\$ 6,370.00		\$ 17,810.00		\$ 10,400.00
Paving Project 2018V-P1- Grove Street (A)	Type III B.C. Pavement (2.0 Inch Thick)	115	Ton	\$ 60.00	\$ 6,900.00	\$ 68.50	\$ 7,877.50	\$ 61.90	\$ 7,118.50
	Cold Plane (1.5 Inch Depth)	875	SY	\$ 2.00	\$ 1,750.00	\$ 2.90	\$ 2,537.50	\$ 2.00	\$ 1,750.00
	Total				\$ 8,650.00		\$ 10,415.00		\$ 8,868.50
Paving Project 2018V-P2- Grove Street (B)	Type III B.C. Pavement (2.0 Inch Thick)	395	Ton	\$ 60.00	\$ 23,700.00	\$ 68.50	\$ 27,057.50	\$ 61.90	\$ 24,450.50
	Cold Plane (1.5 Inch Depth)	3025	SY	\$ 2.00	\$ 6,050.00	\$ 2.90	\$ 8,772.50	\$ 2.00	\$ 6,050.00
	Total				\$ 29,750.00		\$ 35,830.00		\$ 30,500.50
Paving Project 2018V-P3 - Hubbells Falls Road	Type III B.C. Pavement 1.5 Inch Thick)	500	Ton	\$ 60.00	\$ 30,000.00	\$ 68.50	\$ 34,250.00	\$ 61.90	\$ 30,950.00
	Total				\$ 30,000.00		\$ 34,250.00		\$ 30,950.00
Paving Project 2018V-P4 - Fairview Drive	Type III B.C. Pavement 1.5 Inch Thick)	1240	Ton	\$ 60.00	\$ 74,400.00	\$ 68.50	\$ 84,940.00	\$ 61.90	\$ 76,756.00
	Total				\$ 74,400.00		\$ 84,940.00		\$ 76,756.00
Paving Project 2018V-P5 - Ivy Lane	Type III B.C. Pavement 1.5 Inch Thick)	145	Ton	\$ 60.00	\$ 8,700.00	\$ 68.50	\$ 9,932.50	\$ 61.90	\$ 8,975.50
	Total				\$ 8,700.00		\$ 9,932.50		\$ 8,975.50

TOTAL BASE BID

\$527,870.00

\$649,531.00

\$555,035.00



MEMORANDUM

TO: Village Trustees
FROM: Evan Teich, Unified Manager ET
DATE: April 18, 2018
SUBJECT: Adoption of 2018 Local Emergency Operations Plan

Issue

The issue is whether the Trustees will adopt the 2018 Local Emergency Operations Plan.

Discussion

The Village needs to adopt a local emergency operations plan prior to May 1 each year. The plan, which is attached, has been updated by the Police Chief and reviewed by the Fire Chief, Public Works and the Manager's office.

The plan is a prerequisite for applying for certain types of grants, and is one of the requirements for receiving maximum reimbursement from the State and FEMA in the event of damage in the community from a declared disaster.

Cost

There is no cost associated with this issue.

Recommendation

It is recommended that the Trustees adopt the 2018 Local Emergency Operations Plan and authorize Dan Kerin to sign the plan, as he has the required ICS-100 training.



MEMORANDUM

TO: Village Trustees
FROM: Evan Teich, Unified Manager ET
DATE: April 18, 2018
SUBJECT: Reappointments to Chittenden Solid Waste District Board

Issue

The issue is whether or not the Trustees reappoint representatives to the CSWD Board of Commissioners.

Discussion

The current representatives have indicated interest in being reappointed. Alan Nye submitted a letter, which is attached.

Cost

There is no cost associated with this issue.

Recommendation

It is recommended that the Trustees reappoint the following representatives to the CSWD Board of Commissioners for a two-year term beginning June 1, 2018 through May 31, 2020:

Representative: Alan Nye
Alternate: George Tyler

April 9, 2018

17 Stannard Drive
Essex Jct., VT 05452

RECEIVED

APR 12 2018

Village of Essex Junction

Village of Essex Junction Trustees

Lincoln Hall

Essex Jct., VT 05452

RE: Reappointment to the Chittenden Solid Waste District

Dear Members of the Board of Trustees,

The term for the Essex Junction Representative to the Chittenden Solid Waste District (CSWD) is up for reappointment and I would like to continue as the Village's Representative. I have represented the Village for several years.

It was after discussion with the then sitting Village Trustees, that I convinced them that I could adequately represent both the Town and the Village on the CSWD Board. I have for several years been on the CSWD Executive Board, currently I am the Secretary/Treasurer for the Board, and I am on the Board's Financial Committee that develops the budget for the District.

Over the years I feel I have represented the Village well, and have come to the Board when I needed direction on difficult issues and have always been ready to attend meetings if the Board had questions.

I am willing to come to a Board Meeting to answer any questions you might have but as stated previously, I would like to be reappointed.

Thank you for your consideration,



Alan L. Nye



April 3, 2018

George Tyler, Board of Trustees Village President
Village of Essex Junction
8 Acorn Circle
Essex Jct., VT 05452

RECEIVED

APR 05 2018

TOWN OF ESSEX

Dear George:

As you may be aware, the term for the representative and alternate member representing your community on the Chittenden Solid Waste District Board of Commissioners ends on May 31, 2018, or until their successors are appointed. Your current Board Representative is Alan Nye. You are the current Board Alternate.

Charter provisions are provided below.

Appointment

The legislative bodies of member municipalities whose beginning letter begins with A through K shall appoint their commissioners and alternate commissioners in even numbered years...

Terms of Office

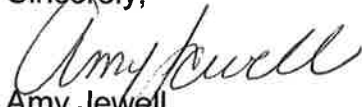
Each commissioner and alternate commissioner shall serve for a term of two years ending May 31, 2020 and until his/her successor is duly appointed.

It is important that the Board of Commissioner be able to communicate your communities' needs regarding waste management. CSWD will hold the annual organizational meeting on June 27, 2018 this year and it is recommended that the appointed representative attend this meeting.

Following the appointment, we ask that you forward a copy of the letter of appointment, or the minutes reflecting such action to the CSWD office at your earliest convenience. We also request that you notify us in writing if a commissioner resigns from his/her position.

Please feel free to contact me if I can assist you or if you have any questions regarding Board appointment. Thank You.

Sincerely,


Amy Jewell
Administrative Manager

cc: City/Town Clerk
Board Representative



MEMORANDUM

TO: Village Trustees
 FROM: Evan Teich, Unified Manager
 DATE: April 24, 2018
 SUBJECT: Trustees Meeting Schedule

TRUSTEES MEETING SCHEDULE/EVENTS

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

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

**VILLAGE OF ESSEX JUNCTION
BIKE/WALK ADVISORY COMMITTEE
MINUTES OF MEETING
April 16, 2018**

MEMBERS PRESENT: Raj Chawla, Jud Lawrie, Eric Bowker, Jeff Frolik, Micah Hagan

OTHERS PRESENT: Lauren Coppola-Dyer, Julie Miller-Johnson

ADMINISTRATION: Darby Mayville, Community Relations/Economic Development Assistant

1. CALL TO ORDER

Raj called the meeting to order at 6:02 PM.

2. MINUTES REVIEW

MOTION BY JEFF, SECOND BY MICAH TO ACCEPT MARCH MEETING MINUTES, WITH CHANGES. ALL IN FAVOR, MOTION PASSED.

3. ROUTE 15 BIKE LANE PROJECT

Raj said that he had attended a committee meeting for the proposed bike path project. The meeting was held at the Regional Planning Commission, and several Village leaders were present. The committee liked the BWAC's idea of having some type of buffer between the path and vehicles.

He also said that a Starbucks is proposed for Susie Wilson Road, near Lowes. This could result in additional traffic in that area. Planners are currently working to determine if the intersection would be able to support the additional vehicles.

Raj also noted that the committee's input on the Park Street project will be forwarded onto Community Development Director Robin Pierce.

4. AARP COMMUNITY CHALLENGE GRANT

Darby will be meeting with several community members tomorrow afternoon to discuss the AARP Community Challenge Grant. This grant offers funding from several hundred dollars to several thousand for a wide variety of community needs.

The committee discussed potential uses for this grant and decided that they were in favor of applying for this grant to either purchase crosswalk beacons or to start a bike share program.

5. 5 CORNERS FARMER'S MARKET

Julie Miller-Johnson, Market Manager, said that this year's market would be held on Wednesday evenings behind Road Res Q. They were encouraged to receive 50 vendor applications for 25 slots. The Market committee is working to make it more progressive and will include vendors selling CBD and kombucha. She noted that there will be parking for the Market behind Smitty's on Park Street.

Jeff suggested using some type of traffic calming measures, such as putting plants on the side of the road.

Julie suggested that the BWAC sell Bike Benefits stickers at the Market. These will cost \$5 and could give the person with the sticker some sort of discount. She would be willing to work with the committee on fundraising to offset the cost of the discount and purchasing the stickers.

Jeff suggested having a bike corral at the Market. Jud suggested modeling this after Local Motion's bike parking program, similar to a coat check.

Raj noted that many people will be crossing Maple Street from the parking area to go to the Market. He suggested putting barrels in the road with flags to help pedestrians cross more easily. Micah noted that this would be a positive contribution that the committee could make for pedestrians.

Raj suggested putting a permanent bike rack in the Market location, which is used as a public parking lot during the rest of the week.

Raj said that the committee would be in touch with Julie prior to the start of the Market.

6. BWAC COMMUNITY TOUR

This will be postponed until May due to the snow and ice. Raj noted that three different people have asked if the Cycle de Mayo community ride will be coming back. He suggested holding some type of community ride separate from the event to meet the community need.

7. AGENCY OF NAUTRAL RESOURCES (ANR) PATH

Jeff will look into this project, and the possibility of having another group of UVM students further develop the design. The potential path along Pinecrest Drive would be another good project for students to work on. Jeff will coordinate with Village Engineer Rick Hamlin on these projects.

8. COMMITTEE SIZE

With Jud ending his term in June, and two other current vacancies, all agreed that it would be a good idea to reduce the committee size from eight to seven members. Darby will work on developing a memo to send to the Trustees regarding this change.

9. PUBLIC INPUT

None.

10. NEXT MEETING

The next meeting will be held on May 21 at 6 PM.

11. ADJOURNMENT

**MOTION BY JEFF, SECOND BY MICAH TO ADJOURN THE MEETING. MEETING
ADJOURNED AT 6:55 PM.**

Respectfully submitted, Darby Mayville.

Capital Program Review Committee 4/17/2018

Members present: Andrew Brown, Kevin Collins, Amber Thibeault, Tim Dahl
Staff present: Jim Jutras, Rick Jones, Lauren Morrissette, Evan Teich

Andrew called the meeting to order at 6:00 pm.

Motion to amend the agenda by adding a discussion on the rating criteria currently in use, if time allows.

Motion by Tim seconded by Kevin

Passed 4-0

No comments from the public.

Discussion on Policy for Capital Construction Projects:

Prior to walking through the draft document it was requested to better understand how a project becomes a project. While many sources exist it was agreed upon there should be an official source for determining whether or not something is a project to prevent resources from being dedicated inefficiently. For example, the Planning Commission typically reviews applications after the applicant has already met with Village staff. To follow a similar process the committee agreed Village staff should be the official source of projects. Jim and Rick agreed they, and possibly Shannon from the Town, should sit together with existing maps to ensure projects currently ranked by the Capital Committee are the only staff recommended projects. If new projects exist they will be identified and if existing projects should be removed they should be discussed at a future Capital Committee meeting.

It was further discussed that after Village staff have identified a project it should come to the Capital Committee with a staff memo and supporting materials similar to that of the Planning Commission. The staff memo should be comprised of comments from the Public Works Superintendent, Wastewater Quality Superintendent, and Consulting Engineer and include supporting materials to help inform the Capital Committee ranking process. At which point the Capital Committee should rank the projects.

After projects are ranked and prioritized into the five-year capital plan the process should then proceed with the staff recommendation of a design conference with Village staff and engineer. At the design conference an agreement is to be reached as to the number of additional design conferences until the project is completed. It is recommended at this time to have a minimum of 2 such additional conferences at the 50% and 90% completion stages but this may be amended as necessary and agreed upon.

Andrew and Jim will make changes to the draft policy between meetings and will again be discussed at the next Capital Committee meeting.

Previous meeting minutes:

Motion to approve by Kevin, second by Tim. Passed 4 - 0.

Prior to adjournment it was agreed upon to reschedule the next meeting to May 15th at 6:00 pm and to meet at the Senior Center again should the Village meeting room not be available. At the next meeting the committee will continue discussions regarding the Policy for Capital Construction Projects and if time allows discuss the existing rating criteria to 1) discuss and possibly approve previously discussed changes from the 12/5/2017 meeting, and 2) discuss whether to change the existing rating criteria.

Motion to adjourn from Andrew and second by Amber.

Meeting adjourned at 7:02pm

Minutes submitted by Andrew Brown, Chair

Staff and Director's Report March 2018

Report from the Director

Building

March brought repeated sewer line problems, and library staff has been very resourceful and patient as problems have been tended to, which have included closing off water service to the building several times.

It has been an **exceptional month with ongoing sewer line issues. It began on March 12**, when a stopped up line, something that happens every few months and is resolved with a visit from the septic service, turned into a raw sewage flood when the mid-level toilet and janitor's closet sink overflowed into the hallway of the mid-level. Susan P., while passing by the mid-level bathroom, heard a toilet flush upstairs, and the toilet in the mid-level erupting as a result. She alerted Assistant Director Hannah and they immediately closed bathrooms, and blocked off sinks and water fountains. P&P Septic was called the they elevated Brownell on their list, and together Hannah and the P&P tech learned more about the sewer lines and where the blockage occurred. After the lines were cleared, Servpro cleaned the carpet, floors, cut out the lower bathroom walls to dry out the interiors, and left industrial fans to dry out the spaces. After all had been managed, the cleaning service emailed wondering why raw sewage was left in the janitor's sink over the weekend, giving the staff a clue as to the first place sewer backups would appear for this particular section. Wendy H informed the cleaners of the plumbing issue.

We thought we had recovered from our backed up sewer line, until the evening of March 22, when the cleaners arrived to clean bathrooms and discovered raw sewage in the janitor's sink. The owner of the cleaning service contacted Essex Police, who had emergency contact numbers for staff and Wendy H was tracked down (snowboarding with her family at Bolton...), as well as Essex Junction Public Works. **Wendy connected with Susan, who was nearby, and Susan was minutes from the Library and met the EJPW on call staffer member, who determined as long as water wasn't used, the backup could be handled in the morning.** Hannah met a P&P tech in the morning. **Wendy touched base with the tech who augered the lines and discovered 2 blockages in the outgoing line.** He took the next step of viewing the lines with a camera to determine the cause of the blockages – **one area of concern was the rusted open shut off valve that narrows the line before it leaves the building, and an older section of ceramic pipe before it connects to the main street line, where tree roots were coming through every 2 feet.** Wendy got a recording of the camera footage to share with EJPW. The EJPW Superintendent Rick had been off on a vacation, so a more firm plan on dealing with Brownell sewer lines would be discussed when he returned on March 29. By email, Rick recommended getting a plumber to remove the shutoff valve, and Wendy lined up plumbers to get quotes, with the first coming on the morning of March 29.

On March 29, one look at our cast iron shut off valve that was 3 feet down and surrounded by a tight brick wall gave the first plumber pause at the amount of work it would take to remove the old valve. Wendy contacted Rick, freshly returned from Hawaii, who connected with the plumber and together they brainstormed ways to remove the valve which turned into a plan to cut through the cement floor and Library foundation to get access to the pipe to cut it out, and then removing it through the foundation. **The plumber realized the project could be done by EJPW and while he could be paid for it, there was no reason for him to.** Rick would return at the beginning of the following week to come up with a more distinct plan with the EJPW staff, and Wendy cancelled the other plumber visit, as a second quote wouldn't be needed now that experienced eyes had looked at the problem

On Saturday, March 30, Alison arrived to a note from the cleaners that there was sewage in janitor's sink. She contacted Wendy H and paged EJPW. Wendy contacted Rick to let him know of the active blockage. After attending the EJRP Easter Egg Hunt, Wendy H stopped in to the Library to find Rick and on call Trevor, and a new septic service provider – BP Septic - working through the line blockages, augering again. They had everything under control and Rick was meeting with his EJPW guys on Monday morning to have a more comprehensive plan sorted out. They found the lines in need of an auger again.

On Monday, March 30, Rick arrived to troubleshoot and found the lines blocked again and BP Septic came again. Recommendations on different toilet paper, disposal units for feminine products, and consideration of air hand dryers were suggested by what they found in the line. BP Septic thought if we addressed the various products that shouldn't be flushed, and did a root service, we would likely have our plumbing issues resolved. A root service would have to be scheduled and, to be cost effective; Rick would coordinate other areas of Essex Junction sewer lines that could benefit from a root service. At this time, the plan to remove the shut off valve, which would require the Library be closed for at least a day, and possibly more depending on how smoothly the work went, would be put on hold. EJPW has been an invaluable resource and support through all this. Unified Municipal Manager Evan has been kept up to date, and he has been supportive of all the efforts to bring this very disruptive problem to a resolution.

In other building news, the planned project to recover the main stairs went ahead on March 14. After the work was completed, Wendy saw the difference in materials used created a gap in the wall paint on the stairs. Both the stairs and mid/lower level hallways hadn't been painted in several years and had been looking dingy, so Wendy pursued a painting quote from the painter who had been so affordable during the main floor carpet renovation. He provided a quote and had time that week to bring in a crew and the main stairs and mid and lower hallways got fresh paint and some accent colors.

Staffing

We got a very promising group of applications for the Youth Librarian position and full time staff conducted 6 first interviews during the month of March. Top candidates will be invited back for a second interview, which will include meeting with part-time staff, as well as interacting with a range of children for story time and afterschool activities.

Programming

For the second time, First Wednesday program "Transatlantic Traumas: Endangering the West", was postponed by the Vermont Humanities Council due to a significant snow forecast. This program has been rescheduled to Wednesday, April 25.

Wendy H had a phone meeting with Vermont Humanities Council First Wednesday Coordinator Ali White to discuss possibilities for the next First Wednesday season.

Other

As many staff as possible attended the required customer service training offered to both Town and Village employees on March 1.

Many staff attended the Village retirement party for Pat Scheidel on March 2 at McGillicuddy's.

Wendy H attended a webinar on onboarding new employees on March 13.

INTERLIBRARY LOAN STATISTICS

MAR	FY 17		FY 18
ILL Sent	180	- 28%	130
ILL Requested	78	8%	84
Holds	469	- 22%	366
Avg days to receive	7.3	-8%	6.7

COURIER STATISTICS

MAR	FY 17		FY 18
GMM SENT	193	- 19%	156
GMM REC'D	199	- 21%	157
USPS SENT	18	56%	28
USPS REC'D	36	- 25%	27
Est. SAVINGS	\$ 403.03	- 25%	\$ 302.76

YOUTH EVENTS

Erna and Mary K changed the posters and the displays with help of Tracey:

Bulletin Board: Lots of green with St Patrick's Day hats and shamrocks

Circ Desk: "Find Books at the End of the Rainbow" with a rainbow arcing into a pot-o'-books.

PB Area: "Books Will Never Become Extinct! Read" with two dinosaurs.

Book Displays:

Picture Book Room: Dinosaurs!

Youth Nonfiction: Award Winning Books

YA Room: That's What She Said... a women's history month interactive display and teen favorites' book display on famous women in history; one week display celebrating Procrastination Week March 5-11

Fri. Mar. 2 - Preschool Yoga – 19 kids and 13 adults attended this week's yoga with Danielle.

Fri. Mar. 9 –TAB-Two members came. We talked a bit about the Pun-Off.

Fri. Mar. 2 - Magic: The Gathering – Three teens showed to play Magic and trade their cards.

Sat. Mar. 3 – Spanish Story Time – 13 kids and 7 adults enjoyed Spanish stories, songs and coloring sheets for preschoolers, presented by Ana O'Neill.

Mon. Mar. 5, 12, 19 & 26 – Go Club – Erna sent flyers to ADL and EHS and a new teen came to play

one week, but there isn't enough interest to keep it going.

Tue. Mar. 6, 13, 20 & 27 - Story Time for Babies & Toddlers – Themes this month were: Home, Sweet Home (Social-Emotional Awareness), Vehicles (Colors), Sheep (Rhyming), Rabbits (Print Motivation)

Tue. Mar. 6, 13, 20 & 27 - Story Time for Preschoolers – Wolves with a retelling of the 3 little pigs with puppets (Narrative Skills), Vehicles (Print Awareness/Writing), Sheep (Patterns), Rabbits (Phonological Awareness)

Tue. Mar. 6 - LEEP – 5 Library Elementary Event Planners made their own artful journals to serve as models for STEAM. Then competed in Minute to Win It St. Patrick's Day Style.

Wed. Mar. 7, 14, 21 & 28 - Story Time for Preschoolers – Repeat of Tuesdays themes. Erna hosted Park Street Preschool on the 7th.

Wed. Mar. 7, 14, 21 & 28 - Read to Daisy - Daisy listened to 25 kids, hung out with 6 teens and 9 adults this month. Maddie adjusted her schedule to give the reading buddies a chance to sit and read with her.

Fri. Mar. 9 & 23 - Music with Raph – Raph rescheduled the 9th for the 16th, because of the snowy road conditions and rescheduled the 23 for the 30th because of car trouble. We were able to get it on the calendars and Facebook very quickly, so not so many patrons were disappointed on the 9th and Debbie stepped up and did a musical story time on the 23rd.

Fri. Mar. 9 & 23 – LARP – No one showed for Live Action Role Play on the 9th but 2 enjoyed an adventure on the 23rd.

Fri. Mar. 9 & 23 – Dungeons & Dragons – Hannah's friend Ryan stepped into the role of Dungeon Master to revive this group. 2 new patrons came to play on the 23rd.

Sat. Mar. 10 – Harry Potter Club – 4 kids and a teen made pretzel wands and played a dragon game.

Mon. Mar. 12 & 26 – Sew Delightful – One young patron learned how to sew hexagons with Beth Giard on the 12th. Beth was sick on the 26th.

Tue. Mar. 13, 20 & 27 – Steam Tuesdays – 41 Students designed a Book Journal, built Powerful Paper Construction and were Owl Detectives.

Wed. Mar. 14 - Red Clover Group for Homeschooled Students – Erna read *Whoosh!: Lonnie Johnson's Super-Soaking Stream of Inventions* and *Frankencrayon*. 4 Students came through the snow to hear the stories and they created a picture out of a scribble, which Erna displayed.

Wed. Mar. 14 - Dorothy's List Group for Homeschooled Students – Only one student showed on this snowy day but she listened to the five book talks and held a lively discussion on her favorite books. She also did a video recommending her favorite DL book.

Wed. Mar. 14 - GMBA Book Discussion for Homeschooled Students – Due to sickness and snow, no one came to GMBA this month. Wendy J was ready to take over this program.

Wed. Mar. 14 – Reading Buddies Training – Despite the school snow day, four ADL students doing a Citizenship project showed up at the library for an hour of training. It went very smoothly.

Thu. Mar. 15, 22 & 29 - Read to Archie - Archie visited with 31 kids, 5 teens and 15 adults this month, including some great young readers.

Fri. Mar. 16 & 30 - Story Times were replaced by Raph.

Fri. Mar. 16 - Lego Fun – 2 Children built creatively with Legos.

Fri. Mar. 16 - Family Movie: Cars 3 – 10 Patrons enjoyed this movie.

Sun. Mar. 18 - Safe Place Pancake Breakfast and Presentation- Mary K. attended a breakfast for Safe Place participants at CHIPS. So far, Essex town and Essex Junction Parks & Recreation and Brownell library have signed up with CHIPS as Safe Places.

Mon. Mar. 19 – Chess Club – 3 students played some creative chess games.

Wed. Mar. 21 & 28 – Reading buddies - Six children read with seven teens on Mar. 21 and 8 students matched up with 8 teens as part of the ADL 8th grade students Citizenship project.

Wed. Mar. 28 – LGBTQ+ Drop In Group – One new student, the director of CHIPS and an area pastor came to this meeting. CHIPS is also considering offering this type of group in the summer. Both Brownell and CHIPS will have further discussion about how to make this happen. Members of the group, including facilitators, shared their motivation for attending and socialized over DIY rainbow pancakes.

Fri. Mar. 30 - Erna attended a Chittenden Regional gathering of family serving providers. She participated in group discussions about resources available to families and challenges facing families and organizations.

New Youth Patrons: 9

Attendance at 40 Kids Programs: 303 Kids, 30 Teens, 180 Adults

Attendance at 9 Teen Programs: 21 Teens, 0 Kids, 3 Adults

Kolvoord Room: 21 Youth Programs with 161 Attendees

Youth Program Support: 31 Adult hours and 3 Teen Hours

Passive Programming: 33 Games Played, daily Kitchen set visits, 22 Visits to the Exploration Station, and 2 Express Books, 50 Easel with magnetic letters visits

News from Tech Services

The public computers had a windows 10 update that didn't agree with our Deep Freeze program. It was resolved with a fairly simple change, but is also likely to happen again if there is another major windows 10 update. Some of the public computers took their sweet time doing the update that wasn't able to finish before the computers automatically turn off at the end of the day. All but one adult computer were eventually able to finish and are now all up to date.

The mid-level Opac is not working, Hannah will turn one of our other old computers into a new Opac instead of trying to figure out what is wrong with the old one that is very old.

We got the fancy new slide and photo scanner. It is going to be used for the local history digitization project. After it will be with one of the adult computers for patrons to use as well as a VHS converter.

Hannah is going to order new youth computers, a new iMac for the library assistant desk, and new iPads for full time staff. The part time staff can then use the full timers current iPads if they would like.

Materials Added in the Adult and Juvenile collections this month:

Adult materials added, March: 143

Youth materials added, March: 141

Magazine issues added, March: 123

Total catalogued collection size March: 70864

Wi-Fi Statistics March

Daily Average visits time-

6+ hrs 10

1-6 hrs 34

20-60 mins 35

5-20 mins 67

Daily Average return rate-

Occasional 23

Weekly 64

Daily 30

First time 31

Total Unique Clients (users connected devices) for the month 517

Twitter

Number of Twitter followers- 39

Instagram

Number of Instagram followers-101

Facebook Monthly Reach and Engagement

March 2018

Number of engagements with our posts (likes, shares etc.) – 261

Total number of post views – 5251

Number of Page Likes- 1007

February 2018

Number of engagements with our posts (likes, shares etc.) – 353

Total number of post views – 5303

Number of Page Likes- 1000 (We hit 1000 page likes!)

January 2018

Number of engagements with our posts (likes, shares etc.) – 357

Total number of post views – 5837

Number of Page Likes- 994

December 2017

Number of engagements with our posts (likes, shares etc.) – 230

Total number of post views – 5587

Number of Page Likes- 983

November 2017

Number of engagements with our posts (likes, shares etc.) – 305

Total number of post views – 6760

Number of Page Likes- 981

October 2017

Number of engagements with our posts (likes, shares etc.) – 287

Total number of post views – 18611

Number of Page Likes- 978

Brownell Library Website monthly visitors:

Mar-2017	Visits	2,425	Page Views	3,797
April -2017	Visits	2239	Page Views	3403
May-2017	Visits	2303	Page Views	3679
June-2017	Visits	2685	Page Views	4398
July-2017	Visits	2684	Page Views	4348
Aug-2017	Visits	2824	Page Views	4301
Sep-2017	Visits	2210	Page Views	3474
Oct-2017	Visits	2,267	Page Views	3,388
Nov-2017	Visits	2499	Page Views	3654
Dec-2017	Visits	1986	Page Views	2930
Jan-2018	Visits	2,647	Page Views	4,155
Feb-2018	Visits	2,223	Page Views	3,789
Mar-2018	Visits	2,4251	Page Views	3,902



RECEIVED

APR 18 2018

City of Essex Junction

DEAR EVAN,

WE AT GREEN MOUNTAIN HABITAT FOR HUMANITY WANT TO THANK YOU & YOUR TEAM FOR THE GREAT SUPPORT WE RECEIVED WHILE BUILDING THE TRIPLEX @ 55 PARK STREET. ALL PERMITTING & FACILITIES WORK WAS PAINLESS THANKS TO TERRY HASS & STAFF.

WE WOULD LOVE TO DO ANOTHER PROJECT IN ESSEX SCT IF ONLY WE COULD FIND A SITE!

ENCLOSED ARE PHOTOS OF THE TRIPLEX & 3 GRATEFUL/HAPPY FAMILIES YOU HELPED INTO HOME OWNERSHIP.

SINCERELY,
DICK SHASTEEN

 Green Mountain
Habitat for Humanity
300 Cornerstone Drive, Suite 335, Williston, VT 05495

Richard Shasteen
Construction Chairman / BOARD VP

(802) 393-1941
ddshasteen@comcast.net • www.vermonthabitat.org



MEMORANDUM

TO: Village Trustees, Evan Teich, Unified Manager
FROM: Lauren Morrissette, Finance Director/Assistant Manager
DATE: April 24, 2018
SUBJECT: Recreation Department has declined to join the Association

Issue

The issue is to inform the Trustees that the Recreation Department will not be joining the Essex Junction Employee's Association at this time.

Discussion

The Essex Junction Employee's Association has followed a process inviting eligible Recreation employees to join the Association in order to add the Recreation Department to the Association. For the Recreation Department to join the Association, 3 out of 7 employees needed to express interest in joining. Only 1 employee expressed interest and, therefore, the Recreation Department will not be joining the Association.

Cost

There is no cost associated with this issue.

Recommendation

The communication is informational only. No action is necessary on the part of the Trustees.

RECEIVED

APR 20 2018

Village of Essex Junction

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

Dear Tree City USA Supporter,

On behalf of the Arbor Day Foundation, I write to congratulate Essex Junction on earning recognition as a 2017 Tree City USA. Residents of Essex Junction should be proud to live in a community that makes the planting and care of trees a priority.

Essex Junction is one of more than 3,400 Tree City USAs, with a combined population of 140 million. The Tree City USA program is sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters.

If ever there was a time for trees, now is that time. Communities worldwide are facing issues with air quality, water resources, personal health and well-being, and energy use. Essex Junction is stepping up to do its part. As a result of your commitment to effective urban forest management, you are helping to provide a solution to these global challenges.

We hope you are excited to share this accomplishment. Enclosed in this packet is a press release for your convenience as you prepare to contact local media and the public.

State foresters are responsible for the presentation of the Tree City USA flag and other materials. We will forward information about your awards to your state forester's office to coordinate presentation. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

Again, we celebrate your commitment to the people and trees of Essex Junction and thank you for helping to create a healthier planet for all of us.

Best Regards,



Dan Lambe
President

cc: Warren Spinner

enclosure

FOR IMMEDIATE RELEASE:

Arbor Day Foundation Names Essex Junction Tree City USA

Essex Junction, VT, was named a 2017 Tree City USA by the Arbor Day Foundation in honor of its commitment to effective urban forest management.

Essex Junction achieved Tree City USA recognition by meeting the program's four requirements: a tree board or department, a tree care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation.

"Tree City USA communities see the impact an urban forest has in a community first hand," said Dan Lambe, president of the Arbor Day Foundation. "Additionally, recognition brings residents together and creates a sense of community pride, whether it's through volunteer engagement or public education."

Trees provide multiple benefits to a community when properly planted and maintained. They help to improve the visual appeal of a neighborhood, increase property values, reduce home cooling costs, remove air pollutants and provide wildlife habitat, among many other benefits.

More information on the program is available at arborday.org/TreeCityUSA.

About the Arbor Day Foundation: The Arbor Day Foundation is a million member nonprofit conservation and education organization with the mission to inspire people to plant, nurture, and celebrate trees. More information is available at arborday.org.

**VILLAGE OF ESSEX JUNCTION
ANNUAL MEETING MINUTES
ESSEX COMMUNITY EDUCATIONAL CENTER
April 4, 2018**

Moderator Steve Eustis welcomed the assemblage to the 125th Annual Meeting of the Village of Essex Junction and opened the meeting at 7 PM.

MOTION by Tim Jerman, SECOND by Ann Gray, to recess the meeting for a re-enactment of the first Board of Trustees meeting held in 1893. VOTING: unanimous; motion carried.

Ed Von Sitas, Carl Houghton, Ann Gray, Tim Jerman, the sitting Board of Trustees and the Unified Manager performed the re-enactment.

The annual meeting resumed and the assemblage recited the Pledge of Allegiance. The high school chorus quartet of Grace Brouillette, Sosenna Palmer, Jenna Agricola, and Joseph Coulombe sang "The Star Spangled Banner". Village President, George Tyler, mentioned the following attendees:

- Village Board of Trustees - Village President, George Tyler, Village Vice President, Elaine Sopchak, Trustees, Andrew Brown, Dan Kerin, Lori Houghton.
- Village Administration – Unified Manager, Evan Teich; Finance Director, Lauren Morrisseau, Clerk/Treasurer, Susan McNamara-Hill; Administrative Assistant to the Unified Manager, Patty Benoit; Assistant Zoning Administrator, Terry Hass; Public Works Superintendent, Rick Jones; Water Quality Superintendent, Jim Jutras; Village Engineer, Rick Hamlin and Jeff Kershner; Essex Junction Fire Chief, Chris Gaboriault; Brownell Library Director, Wendy Hysko, Brownell Library Board of Trustees Chair, Christine Packard.
- State Representatives – Lori Houghton and Dylan Giambatista.
- Essex Selectboard – Max Levy, Irene Wrenner, Andy Watts, Mike Plageman.
- Recording Secretary, Marianne Riordan.

Moderator Eustis explained the meeting procedure to be followed.

ARTICLE 1: Shall the voters act upon the report of the auditor?

MOTION by Mary Jo Engel, SECOND by Chuck Barry, to approve Article 1 as read.

DISCUSSION: None.

VOTING ON ARTICLE 1: unanimous; motion carried. Article 1 is adopted.

ARTICLE 2: Shall the voters approve the annual General Fund Budget in the amount of \$4,954,687 for fiscal year July 1, 2018 to June 30, 2019 of which \$3,423,606 is to be levied in taxes against the Village Grand List?

MOTION by Chuck Barry, SECOND by Mike Plageman, to approve Article 2 as read.

DISCUSSION: Village President George Tyler highlighted the following:

- The difference between the proposed budget amount and the amount to be raised by taxes is due to the shift of Public Works costs to the town. The 2019

proposed village budget shows an increase of 2.9%. Capital expenditures equal \$2.8 million for sidewalk, street, rolling stock, recreation and parks, water, waste water, and sanitation projects.

- Increasing the salaries of the village volunteer fire department to align with the town fire department is proposed.
- New shared services with the town include IT and employee benefits (HR).
- The amount going into the Capital Fund is increased to cover capital projects.
- The tax rate is projected to increase 3.7% for an impact of approximately \$30 on a house assessed at \$280,000.
- Challenges to the budget include maintaining services, having more shared services, aligning the fire departments. Challenges with the water/sewer budget include cost to meet state regulations, bond payments, water meter replacements, and maintaining a robust Water Fund.
- Efficiencies include the shared manager, finance director, clerk, shared administrative costs, TGIA (combining the planning and community development offices).
- Capital projects in the village include Railroad Avenue water line replacement, facilities assessment, West Street and West Street Extension intersection, and the crescent connector road. Rolling stock purchases include Vactor truck, sidewalk plow, pickup trucks, tractor mounted boom lift.
- Taxes paid by villagers include school tax (66%), town tax (21%), village tax (13%).

PUBLIC COMMENTS

- Abbie Tykocki, resident, spoke of the time and effort to solicit donations to support SteAmfest which reminds the public the village is an incredible community of innovation and forward thinking. Ms. Tykocki suggested the village's contribution to the SteAmfest budget be increased by \$10,000.

AMENDMENT by Abbie Tykocki, **SECOND** by Greg Morgan, to amend the General Fund Budget to add \$10,000 for SteAmfest.

DISCUSSION ON AMENDMENT:

- Abbie Tykocki said SteAmfest highlights the special place the village is and has an impact on reminding people that the village is the innovation center of the state, but the event is expensive to produce.
- Greg Morgan, resident and Chair of the Essex Economic Development Committee, spoke in support of SteAmfest and what is happening at Five Corners with three areas of innovation: Accelerate Essex which is co-working space to develop ideas and businesses, Artist Space where artists can do their craft, and Word & Pictures where people can self-publish their work. People are building innovative spaces and this came out of SteAmfest.
- There were requests for further explanation of the budget for SteAmfest and its use. Evan Teich explained the budget for the village is \$4,000 and the amendment is for an additional \$10,000. Julie Miller-Johnson, managing director of SteAmfest, said the budget for the event last year

was approximately \$9,000 to cover the cost of marketing, advertising, promotions, printing, and Maker Faire. All other costs were covered by donated funds. More funding is needed to take the event to a more polished artistic, creative level.

- Andy Kolovos, resident, asked what other events are financially supported by the village. George Tyler answered the annual village block party, train hop and tree lighting, Memorial Day Parade, and farmers market.
- Karen Dolan asked if there is a process in place to request money for events. George Tyler said Julie Miller-Johnson brought the SteAmfest proposal to the Trustees meeting for discussion and the Trustees agreed to provide some support.

CALL THE QUESTION by Bob Trudo, **SECOND** by John Wermer. **VOTING:** majority of ayes; motion carried. Debate ceased on the amendment.

VOTING ON AMENDMENT (add \$10,000 to the General Fund budget and amount to be raised by taxes for SteAmfest): majority of nays; motion did not carry. The amendment fails.

AMENDMENT by Steve Gragg, **SECOND** by Abbie Tykocki, to increase the General Fund budget and amount to be raised by taxes by \$8,969 to be added to the operating cost of Park Street School.

DISCUSSION ON AMENDMENT:

- Lauren Morriseau, Finance Director, explained the village support both Lincoln Hall and Park Street School. Liability insurance decreased for Lincoln Hall and there are no capital projects planned for Lincoln Hall so even with the addition of Park Street School the budget remained flat.
- Allison Wermer, resident, noted there is \$458,000 in the village fund balance so there is money to draw from if needed for the school.
- Tim Jerman, resident, said Park Street School is the oldest and longest serving school in the state. The building is beautiful. The Trustees should make the decisions on the building rather than amending the budget.

VOTING ON AMENDMENT (add \$8,969 to Park Street School budget): all nays; motion did not carry. The amendment fails.

AMENDMENT by Richard Smith, **SECOND** by Chuck Barry, to add \$33,935 to the General Fund budget and the amount to be raised by taxes to align the Essex Junction Fire Department with the Essex Town Fire Department.

DISCUSSION ON AMENDMENT:

- Evan Teich explained the alignment was not included at this time, but the salary paid to on-call firefighters at \$12.50 was included.
- Lauren Morriseau said the Town of Essex approved use of \$13,000 of fund balance to raise the base rate for town firefighters on July 1st. The departments will be completely aligned on 1/1/19.
- Richard Smith, resident, said the village firefighters do 3,000 hours of annual training to be prepared to fight fires, but are not paid for the training.

- **Sam Hooker, resident, asked for further explanation of the request to add \$34,000 to the budget. Lauren Morrissette said adding \$33,000 will bring the village up to the town with paid training, but the town will not be fully aligned until 1/1/19.**
- **Diane Clemens, resident, asked for further explanation of the pay for training. Lauren Morrissette said the town is paid a lower per call rate than the village and the village is paid a two hour minimum per fire call while the town has a one hour minimum. The cost for paid training in the village is \$33,000, but the village fire department will then be ahead of the town fire department.**
- **Jan Abbott, resident, observed the budgets have been carefully considered by the Trustees. There is no favoritism and the two departments will be aligned on 1/1/19. Changes to the budget should not be done mid-stream.**

CALL THE QUESTION by Jan Abbott, SECOND by Paul Belliveau. VOTING: majority of ayes; motion carried. Debate ceased on the amendment.

VOTING ON AMENDMENT (add \$33,935 to the General Fund budget and amount to be raised by taxes for the Fire Department): majority of nays; motion did not carry. The amendment fails.

CALL THE QUESTION by Diane Fuchs, SECOND by Jan Abbott. VOTING: unanimous; motion carried. Debate ceased on the motion to adopt the budget.

VOTING ON ARTICLE 2: majority of ayes; motion carried. Article 2 is adopted.

ARTICLE 3: Shall the voters approve holding the 2019 Annual Meeting on Wednesday, April 3, 2019 to act upon any articles not involving voting by Australian ballot and to reconvene on Tuesday, April 9, 2019 to vote for the village officers and transact any business involving voting by Australian ballot?

MOTION by Chuck Barry, SECOND by Mike Munson, to approve Article 3 as read.

DISCUSSION: None.

VOTING ON ARTICLE 3: unanimous; motion carried. Article 3 is adopted.

ARTICLE 4: To transact any other business that may lawfully come before the meeting.

Status of Consolidation of Village and Town Services

Consolidated services to date include Police, Senior Bus, Unified Manager, Tax Billing & Collection, Finance, Administration, Storm Water, Highway, IT, Public Works, Clerk, HR, Fire Department alignment. Not consolidated as yet: Community Development, Planning & Zoning, Fire Department, Library, Recreation.

125th Anniversary of the Village of Essex Junction

State Representative, Dylan Giambatista, read a resolution honoring the 125th anniversary of the Village of Essex Junction.

Vermont Neighbors Day

State Representative, Lori Houghton, read a resolution announcing Vermont Neighbors Day as June 2, 2018.

Paving

Rick Jones, Public Works Supervisor, reported the portion of Route 117 through the village has been repaved, but the remainder of the road outside the village is a state project because Route 117 is a state highway.

Recreation

Brad Luck, EJRP Director, announced Adam Sollace, EJRP Childcare Services Director, has resigned. Mr. Luck listed the camps and programs created by Mr. Sollace and thanked him for his years of service at EJRP.

Elections

- Moderator (one year term)
- Two Village Trustees (three year terms)
- Three Library Trustees (one year term, one four year term, and one five year term)
- One School Director (three year term)

Adjournment

MOTION by Chuck Barry, SECOND by Bob O'Neill, to adjourn the 125th Annual Meeting of the Village of Essex Junction. VOTING: unanimous; motion carried.

The meeting was adjourned at 8:49 PM. Voting by Australian ballot will take place on April 10, 2018 from 7 AM to 7 PM at Essex Community Educational Center.

ATTEST:

Trustee

Trustee

Susan McNamara-Hill
Village Clerk

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
April 10, 2018**

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

ADMINISTRATION: Evan Teich, Unified Manager; Lauren Morrisseau, Finance Director; Rick Jones, Highway Superintendent; Rick Garey, Police Chief.

OTHERS PRESENT: David Skopin, Andy Suntup, Linda Suntup, Linda McKenna, Anne Whyte, Scott Richardson, Deborah Richardson, Connie Marshall, Anne-Marie Dennis, Carol Rubman, Jeff Rubman, Abbie Tykocki, Will Veve, Heather Finlayson, Steffen Parker, Brett Grabowski.

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

There were no changes to the agenda.

3. GUESTS, PRESENTATIONS and PUBLIC HEARINGS

a) Comments from Public on Items not on Agenda

Anne Whyte, 10 School Street, expressed frustration with the protocol in place for projects before the Planning Commission involving significant impact to roads. There should be Board of Trustees involvement before approval of the project. Park Terrace is severely impacted by the building at 4 Pearl Street. Residents feel there is no recourse for them. George Tyler explained all development projects are reviewed by the appropriate village departments for any impacts before the project is forwarded to the Planning Commission. The Trustees are not involved in the application review process per the law. Elaine Sopchak added impacts to a neighborhood after the fact should be reported to the Unified Manager or the appropriate department head, and a decision will be made if the Board of Trustees should get involved.

Anne Whyte spoke about the following:

- Waiver granted by the Planning Commission for a loading dock at 4 Pearl Street resulting in Park Terrace being used as a loading dock for deliveries as predicted by the neighbors.
- Temporary parking lot on the Handy parcel which converted a single curb cut into a two lane driveway off Park Terrace. The parking lot impacts the traffic on Park Terrace. The future planned development on the Handy site shows two roads onto Park Terrace which will be problematic.
- Crescent connector schematic shows a road designed to move traffic with two traffic lanes, bike lane on one side, and no sidewalks. The site is filled with hazardous waste.

- There is a development plan on land that will be accessible from the crescent connector with four buildings and underground parking. The developer is asking for a waiver for parking. Parking is insufficient. The angled parking and bike lane with cars entering and exiting the development site seems problematic.

George Tyler said extensive environmental studies have been done for the crescent connector so the contractors are aware of the environmental issues. Elaine Sopchak added the village comprehensive plan has multiple maps and one is of the brownfield sites in the village. There will be a thorough vetting process to make sure all issues are addressed.

b) Essex Energy Committee Presentation on Net Metering Contract

David Skopin and Will Veve explained the request by Green Lantern (solar array company) to use a site by the Sandhill gravel pit in the Town of Essex for a solar array. Area towns with solar arrays said they are pleased with the outcome of their arrays. Essex, Essex Junction and the school system will take the net metering credits from the 500 kilowatt net metered solar array which is fully permitted through the Certificate of Public Good process. Construction could begin in April and be complete within 12 weeks. Potential savings for the village is 381,000 kilowatt hours of net meter credits or \$7,700 per year on electrical spending. The agreement will be the same with the town and the village. Green Lantern will cover legal expenses. The electricity will be fed back into the grid. Renewable energy credits will be retired to the facility to count as 100% renewable energy toward the state 90% goal. Other benefits in addition to net metering credits include jobs, adding to the tax base, and working with a local company.

Evan Teich said town and village staff has reviewed the contract and made comments. The town is moving forward with the array.

The Trustees concurred with staff moving forward on the contract.

4. OLD BUSINESS

a) Disposition of EJRP Fund Balance

Lauren Morrisseau reported the EJRP fund balance was received from the school district. Brad Luck, EJRP Director, is recommending \$60,000 be put into the General Fund and \$3,144.54 be put into the EJRP Capital Reserve with the balance going to the Program Fund.

Andrew Brown asked how EJRP operated to this point without the fund balance. Lauren Morrisseau explained the current budget is based on projected income and expenses for the year. The accrued fund balance can be used for the recreation program.

MOTION by Dan Kerin, SECOND by Lori Houghton, to approve the allocation of \$60,000 of fund balance to the General Fund, \$3,144.54 to the EJRP Capital Reserve, and \$116,468.53 to the EJRP Programs enterprise fund. VOTING: unanimous (5-0); motion carried.

5. NEW BUSINESS

a) Essex Energy Committee Request for Funds

Evan Teich said Abbie Tykocki and the Energy Committee rescinded the request for funds and just wants approval to merge the village and town information onto the Vermont Energy Dashboard.

The Trustees concurred with merging the village and town information onto the Vermont Energy Dashboard.

b) Park Terrace Parking Update

Evan Teich reported staff met and reviewed the situation on Park Terrace. The concerns of the neighbors are understood. Appropriate enforcement of the village parking standards is being done, but the police should not be enforcing something that should have been dealt with in the planning stages of a project. A communication could be sent to the Planning Commission to be prudent with granting waivers. The village also needs to better market nearby public parking.

George Tyler suggested adding a joint meeting with the Trustees and Planning Commission to a future Trustees meeting agenda.

Police Chief Garey noted since the signs have been posted on Park Terrace and School Street there have not been any issues.

COMMENTS

Linda McKenna, 9 School Street, spoke of the disintegration and caving in of Park Terrace due to the heavy trucks using the street. Also, people are not stopping when exiting the parking garage. There has been no enforcement of wrong way traffic on Park Terrace and the turn radius is inadequate with cars parked on the street.

Anne Whyte, 10 School Street, commented on the following:

- 100% lot coverage allowed by the Land Development Code makes development too congested and not people friendly.
- People are walking in the street on Park Terrace. Residents from 4 Pearl Street are walking their dogs and using the yards on Park Terrace as a dog toilet. Park Terrace is a narrow and dangerous street for pedestrians especially when there are snowbanks.
- The sporting event traffic at McGillicuddy's impacts the area. A traffic study was to be done after 4 Pearl Street was occupied to a certain percentage, but the study should be done now and during business hours beyond 5 PM.
- A painted bike/pedestrian lane on one side of Park Terrace may help warn motorists. Traffic lines painted at the intersection of Park Terrace/Park Street would also be helpful.
- Enforcement of wrong way driving and traveling too fast on Park Terrace is needed.

- School Street needs parking lines to delineate parking spaces. People parking on School Street are nearly blocking driveways. Lines are also needed to indicate no parking or do not block the intersection.
- When Park Terrace is rebuilt there should be a sidewalk.
- A bump-out could be added on Park Terrace like the one on School Street so people do not drive the wrong way on the street.
- Oversized trucks are making deliveries to 4 Pearl Street using Park Terrace.
- The pedestrian light is not respected by all drivers.

Brett Grabowski, owner of 4 Pearl Street, said the village plan that is in place was vetted. The goals of the plan are correct to bring density to make the Five Corners area vibrant. It is less car oriented when people are living right there. Only Phase 1 has been built. The plan takes a global view. A concerted effort is needed to support individual landowners in developing in the vision created by the Board of Trustees. Five Corners is not pedestrian friendly now. There is a lot of parking in the area which should be promoted with signs and sidewalk and lighting so people can walk to their destination. Property owners should be incentivized to create more parking when developing. There are ways to do this though it is expensive (parking structures). TIFs can help businesses. There are potential plans to add up to 150 living units within walking distance of Five Corners so people can park once and walk to the area. Businesses will not have to worry about providing lots of parking. It takes time for all the development to gel. This is only Phase 1.

George Tyler said the village put a plan in place and needs to be involved and engaged to make the plan work for everyone including the neighbors.

c) Request to Close Streets for All State Parade

Steffen Parker and Heather Finlayson explained the request to approve and support the annual All State Parade and celebration of the 91st All State Music Festival. The parade route will be Old Colchester Road to North Street to Educational Drive. The parade will be on May 9, 2018. The festival runs from May 9th to May 12th. The Police and Public Works have no objections to the parade. Volunteers will notify residents of the parade the weekend prior to the event.

Lori Houghton stressed giving residents along the parade route ample notification so they are aware of how their street will be impacted.

Jeff Rubman, owner of Autumn Pond, addressed the suggestion the emergency access between Autumn Pond and Athens Drive be available during the parade, noting negotiations with the village went on for over three years to protect Athens Drive from being a through street. There is a legal agreement in effect. The connection between Athens Drive and Autumn Pond can only be used for emergency access, not public safety.

George Tyler suggested the chain across the access remain locked and residents of Autumn Pond be notified the entrance to their development will be blocked while the parade passes by.

A resident from Athens Drive said a survey of 27 residents on the street showed 23 do not want the gateway opened except for an emergency. The residents do not want a precedent set.

Evan Teich assured that the connector will not be used and the Autumn Pond entrance will only be blocked for a brief period of time while the parade passes by. Dr. Rubman requested the predicted time of the closure be provided so people can plan.

A woman in the audience noted the Act 250 land use permit for Autumn Pond stated the gated access will not be used as a public thoroughfare.

A resident of Athens Drive said Athens Drive goes into a cul-de-sac with four houses that share a driveway. Cars coming up the access road from Autumn Pond are not visible

6. MANAGER'S REPORT

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

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

* 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

b) Senior Center Parking

Evan Teich reported four parking signs for the Senior Center were installed, not the requested seven signs due to the demand for parking by all users of Lincoln Hall. Staff will monitor the situation and see how it works with four spaces.

Connie Marshall, user of the Senior Center, recalled the Board of Trustees said there could be seven parking spaces for seniors participating in events at the Senior Center.

A driver for the Senior Bus said there cannot be cars parked on the side of the senior van because there is not enough room to run the lift.

c) Events

The farmers market will be on Wednesdays from 4 PM to 7:30 PM beginning May 30th in the parking lot behind Road ResQ.

SteAmfest will be held in September.

d) Listening Tour

Evan Teich is beginning a “listening tour” and will be meeting with the people in the village and town, businesses, staff, boards, committees.

e) Exemplary Staff

Evan Teich said staff at the village and town are excellent and work hard to solve problems.

7. TRUSTEES COMMENTS AND CONCERNS/READING FILE

a) Board Member Comments

- Lori Houghton said the communication and outreach to the community is appreciated. Evan Teich said a communications strategy and direction is needed. Staff will be bringing a proposal forward.
- George Tyler said the Trustees have discussed having seamless technology with the town. Staff will research the matter.
- Elaine Sopchak gave a report on the recent Selectboard meeting that covered new tax sale policy, safety manual update, water rates and potentially billing quarterly. The Selectboard and Trustees minutes will be included in the meeting packets for both boards going forward.
- Andrew Brown mentioned parking in the grassed area along the railroad tracks by the high school. Staff will talk to the school department about opening the area up for school parking.

b) Reading File

- Thanks You Notes for Senior Center Parking Signs
- Memo from Darby Mayville re: Communications Update
- Memos and Information re: Joint Meeting with Facilitator on 3/24/18

8. CONSENT AGENDA

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

- a) **Approve Minutes of Previous Meeting(s) 3/24/18 & 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) **FYE18 Budget Status Report as of 3/31/18.**
- e) **Memo from James Jutras re: Minor Amendment CCRPC Stormwater Program Agreement.**

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

9. ADJOURNMENT

MOTION by Andrew Brown, SECOND by Dan Kerin, to adjourn the Board of Trustees meeting. VOTING: unanimous (5-0); motion carried.

The meeting was adjourned at 8:40 PM.

04/12/18
03:15 pm

Town of Essex / Village of EJ Accounts Payable
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For Check Acct 01(GENERAL FUND) All check #s 04/12/18 To 04/13/18 & Fund 2

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HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07305	AIRGAS USA LLC	03/27/18 ST oxygen 9074262827	210-43110.610 SUPPLIES	61.96	16061	04/12/18
V9976	AVONDA AIR SYSTEMS, INC	04/02/18 BF maintenance 4647	210-45551.434 MAINT. BUILDINGS/GROUNDS	1080.00	16065	04/12/18
V1655	BLUE CROSS BLUE SHIELD OF	04/01/18 VA May health ins Village 30001087	210-41320.210 HEALTH INS & OTHER BENEFIT	2936.18	16068	04/12/18
V1655	BLUE CROSS BLUE SHIELD OF	04/01/18 VA May health ins Village 30001087	210-43110.210 HEALTH INS & OTHER BENEFIT	3327.66	16068	04/12/18
V1655	BLUE CROSS BLUE SHIELD OF	04/01/18 VA May health ins Village 30001087	210-43151.210 HEALTH INS & OTHER BENEFIT	518.72	16068	04/12/18
V1655	BLUE CROSS BLUE SHIELD OF	04/01/18 VA May health ins Village 30001087	210-45551.210 HEALTH INS & OTHER BENEFIT	5872.34	16068	04/12/18
V1655	BLUE CROSS BLUE SHIELD OF	04/01/18 VA May health ins Village 30001087	210-41970.210 HEALTH INS & OTHER BENEFIT	1957.45	16068	04/12/18
V1655	BLUE CROSS BLUE SHIELD OF	04/01/18 VA May health ins Village 30001087	210-41335.210 HEALTH INS & OTHER BENEFIT	978.72	16068	04/12/18
V1655	BLUE CROSS BLUE SHIELD OF	04/01/18 VA May health ins Village 30001087	210-45110.210 HEALTH INS & OTHER BENEFIT	6334.76	16068	04/12/18
V1655	BLUE CROSS BLUE SHIELD OF	04/01/18 VA May health ins Village 30001087	210-45220.210 HEALTH INS & OTHER BENEFIT	1172.20	16068	04/12/18
19630	BP WASTEWATER SERVICES OF	04/02/18 BL building maintenance 1023	210-45551.434 MAINT. BUILDINGS/GROUNDS	430.00	16071	04/12/18
00530	BRODART CO	03/22/18 BL books B5272556	210-45551.641 JUVEN COLLECTION-PRNT & E	51.74	16072	04/12/18
00530	BRODART CO	03/22/18 BL books B5272556	210-45551.610 SUPPLIES	4.50	16072	04/12/18
00530	BRODART CO	03/26/18 BL book B5274634	210-45551.640 ADULT COLLECTION-PRINT &	16.71	16072	04/12/18
00530	BRODART CO	03/26/18 BL book B5274634	210-45551.610 SUPPLIES	0.90	16072	04/12/18
00530	BRODART CO	03/26/18 BL book B5274813	210-45551.641 JUVEN COLLECTION-PRNT & E	7.00	16072	04/12/18
00530	BRODART CO	03/27/18 BL books B5275701	210-49346.001 ADULT COLLECTION-PRINT &	10.49	16072	04/12/18
00530	BRODART CO	03/28/18 BF books B5276789	210-49345.000 LIBRARY DONATION EXPENDIT	32.05	16072	04/12/18
00530	BRODART CO	03/28/18 BL books B5276998	210-45551.641 JUVEN COLLECTION-PRNT & E	28.96	16072	04/12/18
00530	BRODART CO	03/28/18 BL books B5276998	210-45551.610 SUPPLIES	1.80	16072	04/12/18
00530	BRODART CO	03/28/18 BL books B5277029	210-45551.641 JUVEN COLLECTION-PRNT & E	17.63	16072	04/12/18
00530	BRODART CO	03/28/18 BL books B5277029	210-45551.610 SUPPLIES	1.80	16072	04/12/18
00530	BRODART CO	03/29/18 BL books B5277536	210-45551.640 ADULT COLLECTION-PRINT &	750.40	16072	04/12/18
00530	BRODART CO	03/29/18 BL books B5277536	210-45551.610 SUPPLIES	44.10	16072	04/12/18
00530	BRODART CO	03/29/18 BL book B5277683	210-45551.640 ADULT COLLECTTON-PRINT &	9.59	16072	04/12/18

04/12/18

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03:15 pm

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HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	03/29/18	BL book B5277683	210-45551.610 SUPPLIES	0.90	16072	04/12/18
00530	03/29/18	BL book B5277688	210-45551.640 ADULT COLLECTION-PRINT &	15.40	16072	04/12/18
00530	03/29/18	BL book B5277688	210-45551.610 SUPPLIES	0.90	16072	04/12/18
00530	03/29/18	BF books B5277840	210-49345.000 LIBRARY DONATION EXPENDIT	31.47	16072	04/12/18
00530	04/04/18	BfFbook B5284514	210-49345.000 LIBRARY DONATION EXPENDIT	15.75	16072	04/12/18
00530	04/05/18	BF books B5285805	210-49345.000 LIBRARY DONATION EXPENDIT	65.72	16072	04/12/18
16030	03/29/18	ST street lights 32898	210-43160.610 STREET LIGHTS SUPPLIES/MA	193.20	16074	04/12/18
02035	03/14/18	AD legal svc 0006309971	210-41320.550 PRINTING AND ADVERTISING	205.50	16076	04/12/18
V0455	04/01/18	BL supplies 4025572873	210-45551.610 SUPPLIES	67.31	16077	04/12/18
21210	04/02/18	ST cooler 5010413815	210-43110.610 SUPPLIES	32.96	16085	04/12/18
21210	01/25/18	ST cooler 9021882533	210-43110.610 SUPPLIES	50.00	16085	04/12/18
21210	02/05/18	ST cooler 9022281582	210-43110.610 SUPPLIES	50.00	16085	04/12/18
21210	04/01/18	ST cooler 9024645981	210-43110.610 SUPPLIES	100.00	16085	04/12/18
24305	04/04/18	BF summer reading program 6346356	210-49345.000 LIBRARY DONATION EXPENDIT	105.67	16090	04/12/18
V10347	03/27/18	LH rodent quarterly 156449	210-41940.434 MAINT. BUILDINGS/GROUNDS	100.00	16092	04/12/18
23215	02/07/18	ST credit 105923560002	210-43110.432 VEHICLE MAINTENANCE	-120.49	16093	04/12/18
23215	02/22/18	ST gloves 106666380001	210-43110.612 UNIFORMS,BOOTS,ETC	66.63	16093	04/12/18
23215	02/23/18	ST jack handle 106667100001	210-43110.432 VEHICLE MAINTENANCE	5.00	16093	04/12/18
23215	03/30/18	ST hard hats 106690230001	210-43110.612 UNIFORMS,BOOTS,ETC	250.69	16093	04/12/18
23215	03/31/18	ST tape 106691420001	210-43151.430 STORM SEWER MAINTENANCE	92.98	16093	04/12/18
19360	04/10/18	AD community supper 2840	210-41320.560 TRUSTEES EXPENDITURES	1162.50	16094	04/12/18
28070	03/23/18	ST trackless 3125209	210-43110.432 VEHICLE MAINTENANCE	40.32	16102	04/12/18
33495	03/27/18	BL book BL 33842210	210-45551.640 ADULT COLLECTION-PRINT &	12.99	16104	04/12/18
08645	03/29/18	ST stage 01154	210-43110.610 SUPPLIES	166.60	16110	04/12/18
08645	03/29/18	ST stage 01151	210-43110.610 SUPPLIES	56.56	16110	04/12/18

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HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
08645	03/27/18	ST stage 01966	210-43110.610 SUPPLIES	115.80	16110	04/12/18
08645	03/27/18	ST stage 01980	210-43110.610 SUPPLIES	34.90	16110	04/12/18
08645	03/27/18	ST stage 02149	210-43110.610 SUPPLIES	100.49	16110	04/12/18
08645	03/29/18	ST stage credit 1966	210-43110.610 SUPPLIES	-96.50	16110	04/12/18
08645	03/13/18	VF supplies, tool box 23035	210-42220.610 SUPPLIES	34.10	16110	04/12/18
08645	03/29/18	ST stage credit 471096	210-43110.610 SUPPLIES	-39.51	16110	04/12/18
08645	03/27/18	ST stage 93659	210-43110.610 SUPPLIES	867.61	16110	04/12/18
08645	03/27/18	ST stage credit 93664	210-43110.610 SUPPLIES	-209.52	16110	04/12/18
V1539	03/28/18	ADFN mileage reimburse 032818D	210-41320.500 TRAINING, CONFERENCES, DU	37.91	16111	04/12/18
25330	03/27/18	ST steel for stage 239618	210-43110.610 SUPPLIES	322.39	16116	04/12/18
21000	04/04/18	BL mats 0361869247	210-45551.434 MAINT. BUILDINGS/GROUNDS	55.20	16124	04/12/18
07565	04/03/18	BL supplies I53839515	210-45551.610 SUPPLIES	29.99	16131	04/12/18
V1655	04/01/18	VA May health ins Village 30001087	226-45120.210 HEALTH INS & OTHER BENEFIT	5546.76	16068	04/12/18
V1655	04/01/18	VA May health ins Village 30001087	226-45121.210 HEALTH INS & OTHER BENEFIT	4628.08	16068	04/12/18
V1655	04/01/18	VA May health ins Village 30001087	226-45110.210 HEALTH INS & OTHER BENEFIT	607.34	16068	04/12/18
18005	03/29/18	VC- ad for bridge bids 104173	230-46801.016 MAIN PED BRIDGE BC828	205.20	16117	04/12/18
V1655	04/01/18	VA May health ins Village 30001087	254-43200.210 HEALTH INS & OTHER BENEFIT	2446.81	16068	04/12/18
23215	03/22/18	VW paint 106684510001	254-43200.610 SUPPLIES	35.23	16093	04/12/18
23980	03/27/18	VW battery 10078	254-43200.570 MAINTENANCE OTHER	331.70	16105	04/12/18
23980	03/27/18	VW battery return credit 190320101008	254-43200.570 MAINTENANCE OTHER	-32.00	16105	04/12/18
42625	04/05/18	WW March billing 77608	255-43330.012 ALKALINITY CNTRL INSTALLA	164.33	16062	04/12/18
V10735	04/02/18	WW valve actuator filter 1014889	255-43200.570 MAINTENANCE OTHER	936.90	16064	04/12/18
V1655	04/01/18	VA May health ins Village 30001087	255-43200.210 HEALTH INS & OTHER BENEFIT	5060.00	16068	04/12/18
23455	03/30/18	WW 54.19 net tons NY 20182ESS	255-43200.568 SLUDGE MANAGEMENT	4612.65	16082	04/12/18
35260	04/04/18	WW loqo application 04021810	255-43200.612 UNIFORMS,BOOTS,ETC	20.00	16091	04/12/18

04/12/18
03:15 pm

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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
19005	04/01/18	FIRSTLIGHT FIBER WW Mar phone internet 4049656	255-43200.535 TELEPHONE SERVICES	172.91	16097	04/12/18
19325	04/07/18	OPEN APPROACH INC WWSA VPN network troubles 7091	255-43200.570 MAINTENANCE OTHER	264.00	16112	04/12/18
03160	04/04/18	P & H SENESAC INC WW dewater Polymer 19981	255-43200.619 CHEMICALS	6900.00	16113	04/12/18
12775	03/30/18	PRATT & SMITH ELECTRICAL WW rough in wiring 7217	255-43330.012 ALKALINITY CNTRL INSTALLA	2202.27	16114	04/12/18
12775	03/30/18	PRATT & SMITH ELECTRICAL WW rough in wiring 7217	255-43200.570 MAINTENANCE OTHER	950.00	16114	04/12/18
V2124	03/31/18	STAPLES ADVANTAGE WW supplies 3373305098	255-43200.610 SUPPLIES	305.78	16120	04/12/18
V1655	04/01/18	BLUE CROSS BLUE SHIELD OF VA May health ins Village 30001087	256-43200.210 HEALTH INS & OTHER BENEFIT	2348.94	16068	04/12/18
26290	04/02/18	CHAMPLIN ASSOC. INC. SA transponder SWP sta 608	256-43220.001 SUSIE WILSON PS COSTS	689.64	16080	04/12/18
19325	04/07/18	OPEN APPROACH INC WWSA VPN network troubles 7091	256-43200.434 PUMP STATION MAINTENANCE	1596.00	16112	04/12/18
19325	04/07/18	OPEN APPROACH INC WWSA VPN network troubles 7091	256-43220.001 SUSIE WILSON PS COSTS	400.00	16112	04/12/18
19325	04/07/18	OPEN APPROACH INC WWSA VPN network troubles 7091	256-43220.002 WEST ST PS COSTS	400.00	16112	04/12/18
36130	03/23/18	VERIZON WIRELESS SAWW 2/24-3/23/18 9804158493	256-43200.434 PUMP STATION MAINTENANCE	142.50	16125	04/12/18
36130	03/23/18	VERIZON WIRELESS SAWW 2/24-3/23/18 9804158493	256-43220.001 SUSIE WILSON PS COSTS	36.71	16125	04/12/18
36130	03/23/18	VERIZON WIRELESS SAWW 2/24-3/23/18 9804158493	256-43220.002 WEST ST PS COSTS	36.71	16125	04/12/18
Report Total				70677.54		

04/20/18
11:00 am

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
42665	AMAZON/SYNCB	04/10/18	BL-BOOKS & MOVIES	210-45551.641	99.95	16141	04/20/18
			69852041018D	JUVEN COLLECTION-PRNT & E			
42665	AMAZON/SYNCB	04/10/18	BL-BOOKS & MOVIES	210-45551.640	207.82	16141	04/20/18
			69852041018D	ADULT COLLECTION-PRINT &			
42665	AMAZON/SYNCB	04/10/18	BL-BOOKS & MOVIES	210-45551.610	271.68	16141	04/20/18
			69852041018D	SUPPLIES			
09345	BASIC	02/07/18	AD Feb Cobra Village	210-41320.210	30.00	16147	04/20/18
			40102147	HEALTH INS & OTHER BENEFI			
09345	BASIC	03/05/18	AD Mar Cobra Village	210-41320.210	30.00	16147	04/20/18
			40102785	HEALTH INS & OTHER BENEFI			
09345	BASIC	04/06/18	AD Apr Cobra Village	210-41320.210	30.00	16147	04/20/18
			40103122	HEALTH INS & OTHER BENEFI			
00530	BRODART CO	04/05/18	BL-BOOKS	210-49346.001	31.70	16153	04/20/18
			B5285612	ADULT COLLECTION-PRINT &			
00530	BRODART CO	04/05/18	BL-BOOKS	210-45551.641	46.00	16153	04/20/18
			B5285674	JUVEN COLLECTION-PRNT & E			
00530	BRODART CO	04/05/18	BL-BOOKS	210-45551.610	4.50	16153	04/20/18
			B5285674	SUPPLIES			
00530	BRODART CO	04/05/18	BL-BOOKS	210-45551.640	9.60	16153	04/20/18
			B5285837	ADULT COLLECTION-PRINT &			
00530	BRODART CO	04/05/18	BL-BOOKS	210-45551.610	0.90	16153	04/20/18
			B5285837	SUPPLIES			
00530	BRODART CO	04/05/18	BL-BOOKS	210-45551.641	5.26	16153	04/20/18
			B5285901	JUVEN COLLECTION-PRNT & E			
00530	BRODART CO	04/05/18	BL-BOOKS	210-45551.610	0.90	16153	04/20/18
			B5285901	SUPPLIES			
00530	BRODART CO	04/05/18	BL-BOOKS	210-45551.610	14.40	16153	04/20/18
			B5286042	SUPPLIES			
00530	BRODART CO	04/05/18	BL-BOOKS	210-45551.640	282.78	16153	04/20/18
			B5286042	ADULT COLLECTION-PRINT &			
13800	BROWN DANIELLE M	04/17/18	BF-YOUTH PROGRAMS	210-49345.000	50.00	16154	04/20/18
			1234417180B	LIBRARY DONATION EXPENDIT			
V9941	BUSINESSCARD SERVICES	04/06/18	BL Feb newspaper	210-45551.640	30.80	16156	04/20/18
			030718A	ADULT COLLECTION-PRINT &			
V9941	BUSINESSCARD SERVICES	04/06/18	CD conference ccg Darby	210-41970.500	65.00	16156	04/20/18
			030818D	TRAINING,CONF,DUES			
V9941	BUSINESSCARD SERVICES	04/06/18	ADLH trustees, LH supplie	210-41320.560	11.38	16156	04/20/18
			031318E	TRUSTEES EXPENDITURES			
V9941	BUSINESSCARD SERVICES	04/06/18	ADLH trustees, LH supplie	210-41940.610	4.09	16156	04/20/18
			031318E	SUPPLIES			
V9941	BUSINESSCARD SERVICES	04/06/18	SF new phone	210-43110.610	119.99	16156	04/20/18
			031918F	SUPPLIES			
V9941	BUSINESSCARD SERVICES	04/06/18	BL tech access	210-45551.530	344.79	16156	04/20/18
			032118G	TECHNOLOGY ACCESS			
V9941	BUSINESSCARD SERVICES	04/06/18	BF scanner	210-49345.000	821.99	16156	04/20/18
			032518J	LIBRARY DONATION EXPENDIT			
V9941	BUSINESSCARD SERVICES	04/06/18	AD trustees meeting	210-41320.560	85.81	16156	04/20/18
			032718LM	TRUSTEES EXPENDITURES			
V9941	BUSINESSCARD SERVICES	04/06/18	ST Banner tree committee	210-43161.000	53.98	16156	04/20/18
			040318QS	STREETSCAPE MAINT./IMP			

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
V9941	BUSINESSCARD SERVICES	04/06/18	BL supplies 040418R	210-45551.610 SUPPLIES	120.80	16156	04/20/18
V9941	BUSINESSCARD SERVICES	04/06/18	AD camera press releases 040518T	210-41320.610 SUPPLIES	52.79	16156	04/20/18
21500	CANON FINANCIAL SERVICES	04/12/18	AD copier lease May 18473148	210-41320.442 LEASED SERVICES	245.00	16159	04/20/18
V0455	CANON SOLUTIONS AMERICA	04/07/18	AD copies 3/7-4/6/18 4025606102	210-41320.442 LEASED SERVICES	55.27	16160	04/20/18
V04609	CENTER POINT LARGE PRINT	04/01/18	BL-BOOKS 1568414	210-45551.640 ADULT COLLECTION-PRINT &	93.48	16169	04/20/18
06955	CLEMENS DIANE	04/04/18	AD election work 040414D	210-41320.820 ELECTIONS	30.00	16173	04/20/18
06955	CLEMENS DIANE	04/10/18	CK election work 180410EHS	210-41320.820 ELECTIONS	11.25	16173	04/20/18
06955	CLEMENS DIANE	04/10/18	CK election work 180410EHS	210-15101.000 EXCHANGE - GENERAL	11.25	16173	04/20/18
04940	COMCAST	04/03/18	VF-CABLE TV 0290086187	210-42220.535 TELEPHONE SERVICES	13.54	16176	04/20/18
06965	COSTELLO LINDA	04/10/18	CK election work 180410EHS	210-15101.000 EXCHANGE - GENERAL	35.00	16181	04/20/18
06965	COSTELLO LINDA	04/10/18	CK election work 180410EHS	210-41320.820 ELECTIONS	35.00	16181	04/20/18
38280	CRYSTAL ROCK BOTTLED WATE	03/31/18	Water Cooler 033118D	210-45220.610 SUPPLIES	12.00	16182	04/20/18
38280	CRYSTAL ROCK BOTTLED WATE	03/31/18	LH-MARCH BOTTLED WATER 33118D	210-41940.610 SUPPLIES	28.10	16183	04/20/18
27420	DAVE WHITCOMB'S SERVICE	04/04/18	Truck Oil Change 10176	210-45220.434 MAINTENANCE-BUILDINGS/GRO	164.63	16184	04/20/18
19615	DERO	03/19/18	BWAC bike stantion 22614	210-49345.001 MISC DONATION EXPENDITURE	384.63	16185	04/20/18
19615	DERO	03/19/18	BWAC bike stantion 22614	210-49340.008 STATE GRANT EXPENDITURES	1000.00	16185	04/20/18
25715	DONALD L. HAMLIN CONSULT	04/06/18	TC/VE EthanAllen/WestSt 04061817-811	210-41335.813 MATCHING GRANT FUNDS	217.25	16186	04/20/18
25715	DONALD L. HAMLIN CONSULT	04/10/18	CD-ENGNR 2/1-2/28/2018 04101817803	210-15102.000 EXCHANGE - ENGI/LEGAL	1138.50	16186	04/20/18
19360	ESSEX WESTFORD CHILD NUTR	04/10/18	AD election supplies 2838	210-15101.000 EXCHANGE - GENERAL	20.10	16191	04/20/18
19360	ESSEX WESTFORD CHILD NUTR	04/10/18	AD election supplies 2838	210-41320.820 ELECTIONS	20.10	16191	04/20/18
V0797	FALCON PLUMBING SERVICE,	01/04/18	LH thermostat problem 912607	210-41940.434 MAINT. BUILDINGS/GROUNDS	149.00	16196	04/20/18
21150	FINDAWAY LLC	04/12/18	BL-SUPPLIES 25118	210-45551.610 SUPPLIES	74.95	16199	04/20/18
19005	FIRSTLIGHT FIBER	04/01/18	VA April phone/internet 4049657	210-41320.530 COMMUNICATIONS	34.95	16202	04/20/18
19005	FIRSTLIGHT FIBER	04/01/18	VA April phone/internet 4049657	210-41320.535 TELEPHONE SERVICES	140.77	16202	04/20/18
19005	FIRSTLIGHT FIBER	04/01/18	VA April phone/internet 4049657	210-41970.535 TELEPHONE SERVICES	31.08	16202	04/20/18

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Town of Essex / Village of EJ Accounts Payable
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19005	FIRSTLIGHT FIBER	04/01/18 VA April phone/internet 4049657	210-41940.535 TELEPHONE SERVICES	41.80	16202	04/20/18
19005	FIRSTLIGHT FIBER	04/01/18 BL-TECH PHONE ACCESS 4049814	210-45551.530 TECHNOLOGY ACCESS	39.95	16202	04/20/18
19005	FIRSTLIGHT FIBER	04/01/18 BL-TECH PHONE ACCESS 4049814	210-45551.535 TELEPHONE SERVICES	92.48	16202	04/20/18
34895	GAUTHIER TRUCKING, INC.	04/01/18 Trash Removal Maple St 1299462	210-45220.330 OTHER PROFESSIONAL SVCS	288.12	16206	04/20/18
07010	GREEN MOUNTAIN POWER CORP	04/09/18 Admin Bldg Power 040918D	210-45220.622 ELECTRICAL SERVICE	1452.94	16209	04/20/18
07010	GREEN MOUNTAIN POWER CORP	04/09/18 Park & Maint Bldg Power 040918D1	210-45220.622 ELECTRICAL SERVICE	246.10	16209	04/20/18
14645	GREEN MOUNTAIN SAFETY CON	03/30/18 VLCT training grant 8852	210-49340.000 MISC GRANT EXPENDITURES	450.00	16213	04/20/18
14645	GREEN MOUNTAIN SAFETY CON	04/12/18 VLCT training grant 8862	210-49340.000 MISC GRANT EXPENDITURES	450.00	16213	04/20/18
08380	GROVE MARY ELLEN	04/10/18 CK election work 180410EHS	210-41320.820 ELECTIONS	35.00	16215	04/20/18
08380	GROVE MARY ELLEN	04/10/18 CK election work 180410EHS	210-15101.000 EXCHANGE - GENERAL	35.00	16215	04/20/18
11710	INVEST EAP	04/02/18 VF-4/1/18-6/30/18 SERVICE 040218D	210-42220.200 EMPLOYEE ASSISTANCE PROGR	216.00	16225	04/20/18
45410	J B SIMONS INC	04/05/18 VF-UNIFORM BRASS 90273	210-42220.612 UNIFORMS,BOOTS,ETC	70.00	16226	04/20/18
21730	LAROSE-KENT PATTY	04/10/18 CK election work 180410EHS	210-41320.820 ELECTIONS	35.00	16229	04/20/18
21730	LAROSE-KENT PATTY	04/10/18 CK election work 180410EHS	210-15101.000 EXCHANGE - GENERAL	35.00	16229	04/20/18
14025	LINCOLN NATIONAL LIFE INS	04/16/18 VA life ins Village 180410	210-45551.210 HEALTH INS & OTHER BENEFI	259.91	16231	04/20/18
14025	LINCOLN NATIONAL LIFE INS	04/16/18 VA life ins Village 180410	210-41335.210 HEALTH INS & OTHER BENEFI	43.32	16231	04/20/18
14025	LINCOLN NATIONAL LIFE INS	04/16/18 VA life ins Village 180410	210-43151.210 HEALTH INS & OTHER BENEFI	22.96	16231	04/20/18
14025	LINCOLN NATIONAL LIFE INS	04/16/18 VA life ins Village 180410	210-41970.210 HEALTH INS & OTHER BENEFI	86.64	16231	04/20/18
14025	LINCOLN NATIONAL LIFE INS	04/16/18 VA life ins Village 180410	210-41320.210 HEALTH INS & OTHER BENEFI	129.96	16231	04/20/18
14025	LINCOLN NATIONAL LIFE INS	04/16/18 VA life ins Village 180410	210-45220.210 HEALTH INS & OTHER BENEFI	47.60	16231	04/20/18
14025	LINCOLN NATIONAL LIFE INS	04/16/18 VA life ins Village 180410	210-43110.210 HEALTH INS & OTHER BENEFI	147.28	16231	04/20/18
14025	LINCOLN NATIONAL LIFE INS	04/16/18 VA life ins Village 180410	210-45110.210 HEALTH INS & OTHER BENEFI	190.40	16231	04/20/18
05010	LYNN PUBLICATIONS	03/15/18 AD annual meeting warning 123366	210-41320.550 PRINTING AND ADVERTISING	114.75	16234	04/20/18
V10402	MAYVILLE/DARBY//	04/17/18 CD-MILEAGE 041718D	210-41970.580 TRAVEL	53.19	16236	04/20/18
19625	MCCLELLAN CECILIA A	04/10/18 CK election work 180410EHS	210-15101.000 EXCHANGE - GENERAL	30.00	16238	04/20/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19625	04/10/18	MCCLELLAN CECILIA A CK election work 180410EHS	210-41320.820 ELECTIONS	30.00	16238	04/20/18
12965	04/13/18	MCNAMARA-HILL SUSAN AD reimb reg fee MEMCI 180413	210-41320.500 TRAINING, CONFERENCES, DU	75.00	16239	04/20/18
21720	04/10/18	MEYER BRIDGET CK election work 180410EHS	210-15101.000 EXCHANGE - GENERAL	35.00	16240	04/20/18
21720	04/10/18	MEYER BRIDGET CK election work 180410EHS	210-41320.820 ELECTIONS	35.00	16240	04/20/18
39965	04/04/18	MOREAU JUDY AD election work 180404	210-41320.820 ELECTIONS	45.00	16242	04/20/18
24960	04/16/18	NORTHEAST DELTA DENTAL VA May dental Village 180416	210-45551.210 HEALTH INS & OTHER BENEFI	478.48	16247	04/20/18
24960	04/16/18	NORTHEAST DELTA DENTAL VA May dental Village 180416	210-41970.210 HEALTH INS & OTHER BENEFI	159.49	16247	04/20/18
24960	04/16/18	NORTHEAST DELTA DENTAL VA May dental Village 180416	210-43110.210 HEALTH INS & OTHER BENEFI	271.14	16247	04/20/18
24960	04/16/18	NORTHEAST DELTA DENTAL VA May dental Village 180416	210-43151.210 HEALTH INS & OTHER BENEFI	42.27	16247	04/20/18
24960	04/16/18	NORTHEAST DELTA DENTAL VA May dental Village 180416	210-41335.210 HEALTH INS & OTHER BENEFI	79.75	16247	04/20/18
24960	04/16/18	NORTHEAST DELTA DENTAL VA May dental Village 180416	210-45220.210 HEALTH INS & OTHER BENEFI	66.60	16247	04/20/18
24960	04/16/18	NORTHEAST DELTA DENTAL VA May dental Village 180416	210-41320.210 HEALTH INS & OTHER BENEFI	239.25	16247	04/20/18
24960	04/16/18	NORTHEAST DELTA DENTAL VA May dental Village 180416	210-45110.210 HEALTH INS & OTHER BENEFI	443.88	16247	04/20/18
25680	03/29/18	NORTHEAST NURSERY INC Fields 909198	210-45220.610 SUPPLIES	835.00	16248	04/20/18
43275	03/28/18	RYCANDON MECHANICAL, INC. Park St Toilet Repair 11906	210-45220.434 MAINTENANCE-BUILDINGS/GRO	90.00	16268	04/20/18
12855	04/04/18	SHEARER CATHERINE F AD election work 180404	210-41320.820 ELECTIONS	30.00	16274	04/20/18
V10695	04/09/18	SUNSET TREE CARE Tree Removal 040618D	210-45220.330 OTHER PROFESSIONAL SVCS	450.00	16283	04/20/18
21540	04/13/18	THE FRIENDS OF DOROTHY CA BL-TRAINING 253614517	210-45551.500 TRAINING, CONFERENCES, DU	100.00	16287	04/20/18
08395	04/04/18	TOOF CAROLYN AD election work 180404	210-41320.820 ELECTIONS	30.00	16290	04/20/18
12890	03/15/18	U S BANK VA Bond payments 031518D	210-47216.000 CAPITAL IMP - INTEREST	37081.65	16294	04/20/18
36520	04/03/18	VT AGENCY OF NATURAL RESO VF-HAZ MAT FEE 40851	210-42220.570 MAINTENANCE OTHER	75.00	16300	04/20/18
07565	04/18/18	W B MASON CO INC Cleaning/Office Supplies 041818D	210-45220.610 SUPPLIES	174.92	16305	04/20/18
07565	04/18/18	W B MASON CO INC Cleaning/Office Supplies 041818D	210-45220.610 SUPPLIES	97.37	16305	04/20/18
V9941	04/06/18	BUSINESSCARD SERVICES SC lunch @ Grand Buffet 030718B	225-45122.812 MEAL SITE EXPENSES	510.00	16156	04/20/18
V9941	04/06/18	BUSINESSCARD SERVICES SC for Thurs topics 032218H	225-45122.614 PROGRAM EXPENSES	16.55	16156	04/20/18

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V9941	BUSINESSCARD SERVICES	04/06/18	SC for Thurs topics 032218I	225-45122.614 PROGRAM EXPENSES	24.75	16156	04/20/18
V9941	BUSINESSCARD SERVICES	04/06/18	SC items for trips FR 032918N	225-14301.000 PREPAID EXPENSE	49.00	16156	04/20/18
V9941	BUSINESSCARD SERVICES	04/06/18	SC items for trips FR 032918N	225-45122.612 FUND RAISER EXPENSES	154.25	16156	04/20/18
V9941	BUSINESSCARD SERVICES	04/06/18	SC storage cont for RADA 0330180	225-45122.612 FUND RAISER EXPENSES	40.91	16156	04/20/18
V9941	BUSINESSCARD SERVICES	04/06/18	SC return 3 items 040318P	225-45122.612 FUND RAISER EXPENSES	-25.97	16156	04/20/18
21570	PETTY CASH - LOU ANN PIOL	04/13/18	SC misc for ctr, meals 180413D	225-45122.812 MEAL SITE EXPENSES	90.00	16254	04/20/18
21570	PETTY CASH - LOU ANN PIOL	04/13/18	SC misc for ctr, meals 180413D	225-45122.614 PROGRAM EXPENSES	79.05	16254	04/20/18
21570	PETTY CASH - LOU ANN PIOL	04/13/18	SC misc for ctr, meals 180413D	225-45122.610 OPERATIONAL SUPP/EXP	14.97	16254	04/20/18
19680	802 CROSS FIT	04/16/18	VK Crossfit 041618D	226-45120.330 OTHER PROFESSIONAL SVCS	100.00	16135	04/20/18
25955	AT&T MOBILITY	04/01/18	Cell Phones 040118D	226-45110.535 TELEPHONE SVCS	317.58	16142	04/20/18
19670	BAKER MITCHELL P	03/27/18	Essex Has Talent Camera 001	226-45115.330 OTHER PROFESSIONAL SVCS	43.75	16145	04/20/18
19665	BUSHEY CAMERON	03/27/18	Essex Has Talent Camera 001	226-45115.330 OTHER PROFESSIONAL SVCS	62.50	16155	04/20/18
25310	CALLAN, ALYSSA	04/17/18	VK Supplies Reimbursement 041718D	226-45120.610 SUPPLIES	24.55	16158	04/20/18
27590	CATAMOUNT COLOR (OFFSET H	03/28/18	Summer Brochure Printing 057127	226-45110.550 PRINTING & ADVERTISING	5230.00	16165	04/20/18
27590	CATAMOUNT COLOR (OFFSET H	03/29/18	Summer Brochure Mailing 757127	226-45110.550 PRINTING & ADVERTISING	230.00	16167	04/20/18
44065	COLCHESTER PARKS & RECREA	04/16/18	EJRP Replacement check 002-REP	226-45115.610 SUPPLIES	130.00	16175	04/20/18
04940	COMCAST	03/23/18	MSP Internet 032318D	226-45110.530 COMMUNICATIONS	9.30	16177	04/20/18
04940	COMCAST	03/23/18	Park St Internet 032318D1	226-45121.530 COMMUNICATIONS	206.35	16178	04/20/18
42360	ECHO AT THE LEAHY CENTER	04/11/18	ECHO Trip 4/11 10951254	226-45120.580 TRAVEL	182.00	16188	04/20/18
44980	FACE MANIA	04/08/18	7/28 Face Painter PREPAY 2018-017	226-14301.000 PREPAID EXPENSE	300.00	16195	04/20/18
44980	FACE MANIA	04/08/18	7/4 Face Painter PRE PAY 2018-019	226-14301.000 PREPAID EXPENSE	200.00	16195	04/20/18
19675	KC CAFE THE KENNEDY CENTE	04/20/18	DC Dinner 042018D	226-45115.330 OTHER PROFESSIONAL SVCS	1318.97	16227	04/20/18
14025	LINCOLN NATIONAL LIFE INS	04/16/18	VA life ins Village 180410	226-45120.210 HEALTH INS & OTHER BENEFIT	236.24	16231	04/20/18
14025	LINCOLN NATIONAL LIFE INS	04/16/18	VA life ins Village 180410	226-45110.210 HEALTH INS & OTHER BENEFIT	47.59	16231	04/20/18
14025	LINCOLN NATIONAL LIFE INS	04/16/18	VA life ins Village 180410	226-45121.210 HEALTH INS & OTHER BENEFIT	182.70	16231	04/20/18

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Town of Essex / Village of EJ Accounts Payable
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25035	04/09/18	Liquid Studio VK Reg Form 18044	226-45120.330 OTHER PROFESSIONAL SVCS	225.00	16232	04/20/18
25810	04/17/18	MCCAFFREY AMY Fingerprinting & Supplies 041718D	226-45121.610 SUPPLIES	56.63	16237	04/20/18
25810	04/17/18	MCCAFFREY AMY Fingerprinting & Supplies 041718D	226-45121.330 OTHER PROFESSIONAL SVCS	25.00	16237	04/20/18
24960	04/16/18	NORTHEAST DELTA DENTAL VA May dental Village 180416	226-45121.210 HEALTH INS & OTHER BENEFIT	321.44	16247	04/20/18
24960	04/16/18	NORTHEAST DELTA DENTAL VA May dental Village 180416	226-45120.210 HEALTH INS & OTHER BENEFIT	262.28	16247	04/20/18
24960	04/16/18	NORTHEAST DELTA DENTAL VA May dental Village 180416	226-45110.210 HEALTH INS & OTHER BENEFIT	34.93	16247	04/20/18
19660	04/05/18	PAPER DIRECT Swim Certificates 9152627	226-45124.610 SUPPLIES	75.97	16251	04/20/18
19685	04/25/18	PLAYFUL EARTH/PLAYFUL ENG Vacation Camp 18-35	226-45120.580 TRAVEL	500.00	16255	04/20/18
24830	04/18/18	REINHART FOODSERVICE Village Kids Snack 041818D	226-45120.610 SUPPLIES	848.07	16261	04/20/18
41180	03/16/18	S&S WORLDWIDE Floor Hockey Supplies 10134678	226-45120.610 SUPPLIES	72.24	16270	04/20/18
10435	03/27/18	SCREENMYLOGO.COM Mud Run Shirts 16280	226-45115.610 SUPPLIES	507.00	16273	04/20/18
23495	03/31/18	STUDENT TRANSPORTATION OF Hiawatha Bus 100B007782	226-45120.580 TRAVEL	80.60	16280	04/20/18
23495	04/16/18	STUDENT TRANSPORTATION OF Bus 100B007847	226-45120.580 TRAVEL	117.28	16281	04/20/18
25845	03/17/18	SWIM WITH ANNIE Swim W/ Annie Enrichment 031718D	226-45120.330 OTHER PROFESSIONAL SVCS	4104.00	16284	04/20/18
V9414	04/06/18	TOP HAT ENTERTAINMENT, IN 7/28 Block Party PREPAY 040618D	226-14301.000 PREPAID EXPENSE	200.00	16291	04/20/18
22015	03/14/18	VT DEPT OF HEALTH Concessions License Renew 031418D	226-45125.500 TRAINING, CONF, DUES	140.00	16302	04/20/18
07565	04/18/18	W B MASON CO INC Cleaning/Office Supplies 041818D	226-45121.610 SUPPLIES	126.99	16305	04/20/18
25715	04/06/18	DONALD L. HAMLIN CONSULT DC-CRESCENT STP 5300(13) 04061812833	230-46801.008 CRESCENT CONNECTOR	3081.25	16186	04/20/18
25715	04/06/18	DONALD L. HAMLIN CONSULT CD-PEARL ST LINK STP 5300 04061817820	230-46801.007 PEARL ST. LINKING SIDEWAL	2412.80	16186	04/20/18
36240	03/30/18	DUBOIS & KING INC ST progress pymnt 5 318428	230-46801.710 BRICK/MANSF STRM CA0462	4007.59	16187	04/20/18
22865	02/16/18	ENGINEERING VENTURES PC VC-Main St Ped Bridge 0020146	230-46801.016 MAIN PED BRIDGE BC1828	602.50	16189	04/20/18
22865	04/05/18	ENGINEERING VENTURES PC VC-Main St Ped Bridge 0020161	230-46801.016 MAIN PED BRIDGE BC1828	6102.50	16189	04/20/18
14025	04/16/18	LINCOLN NATIONAL LIFE INS VA life ins Village 180410	254-43200.210 HEALTH INS & OTHER BENEFIT	108.29	16231	04/20/18
24960	04/16/18	NORTHEAST DELTA DENTAL VA May dental Village 180416	254-43200.210 HEALTH INS & OTHER BENEFIT	199.37	16247	04/20/18
12890	03/15/18	U S BANK VA Bond payments 031518D	254-43330.005 SERIES 3 BOND INTEREST	8195.09	16294	04/20/18

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Town of Essex / Village of EJ Accounts Payable
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Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
V9941	BUSINESSCARD SERVICES	04/06/18	WW VPN other supplies 030718C	255-43200.570 MAINTENANCE OTHER	221.27	16156	04/20/18
V9941	BUSINESSCARD SERVICES	04/06/18	WW reorder crew neck swea 032618K	255-43200.612 UNIFORMS,BOOTS,ETC	179.80	16156	04/20/18
11375	CASELLA WASTE MANAGEMENT	04/01/18	WW April service 2764352	255-43200.565 GRIT DISPOSAL	918.66	16162	04/20/18
14025	LINCOLN NATIONAL LIFE INS	04/16/18	VA life ins Village 180410	255-43200.210 HEALTH INS & OTHER BENEFI	223.95	16231	04/20/18
24960	NORTHEAST DELTA DENTAL	04/16/18	VA May dental Village 180416	255-43200.210 HEALTH INS & OTHER BENEFI	412.29	16247	04/20/18
21050	TEMPERATURE CONTROLS OF V	04/03/18	WW-FMS TROUBLE SHOOTING 18463	255-43200.570 MAINTENANCE OTHER	432.00	16286	04/20/18
36825	THE SMALL ENGINE CO INC	01/23/18	WW lazer maintenance 076199	255-43200.570 MAINTENANCE OTHER	285.62	16289	04/20/18
12890	U S BANK	03/15/18	VA Bond payments 031518D	255-43330.001 RZEDB Interest	21524.48	16294	04/20/18
12890	U S BANK	03/15/18	VA Bond payments 031518D	255-43330.001 RZEDB Interest	1201.72	16294	04/20/18
24330	ZEP MANUFACTURING / ACUIT	09/20/17	WW cleaner 50 9003036856	255-43200.570 MAINTENANCE OTHER	102.41	16309	04/20/18
14025	LINCOLN NATIONAL LIFE INS	04/16/18	VA life ins Village 180410	256-43200.210 HEALTH INS & OTHER BENEFI	103.96	16231	04/20/18
24960	NORTHEAST DELTA DENTAL	04/16/18	VA May dental Village 180416	256-43200.210 HEALTH INS & OTHER BENEFI	191.39	16247	04/20/18
12160	PEOPLES UNITED BANK	03/16/18	SA RFI 157 ASPS debt 61618D	256-22501.001 PS Upgrd SRF Loan RFI-157	47934.23	16253	04/20/18
12160	PEOPLES UNITED BANK	03/16/18	SA RFI 157 ASPS debt 61618D	256-43330.009 RFI-157 PS UpGrd Admin Fe	19185.27	16253	04/20/18
Report Total					187449.87		