



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, JUNE 12, 2018 at 6:30 PM
LINCOLN HALL MEETING ROOM, 2 LINCOLN STREET

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS**
 - a. Comments from Public on Items Not on Agenda
 - b. Public Hearing on FYE 19 Water Rates
 - c. Interview Citizens for Appointments to Boards, Committees and Commissions:
 - Kaitlin Hayes, Planning Commission
 - David Nistico, Planning Commission
 - Amber Thibeault, Planning Commission
 - Tom Weaver, Zoning Board
 - Micah Hagan, Bike/Walk Advisory Committee
 - Mary Jo Engel, Tree Advisory Committee
5. **OLD BUSINESS**
 - a. Discussion regarding extension of Memorandum of Agreement for Consolidation of Public Works Services – Evan Teich
 - b. Reappointments/Appointment to Boards, Committees and Commissions – Evan Teich
 - c. Discussion regarding formation of a housing needs committee - George Tyler
 - d. Resolve to accept and agree to the terms of the grant from the Vermont Agency Of Commerce and Community Development – Lauren Morrisseau
6. **NEW BUSINESS**
 - a. VT Agency of Transportation Small Scale Construction Project Grant – Darby Mayville
7. **MANAGER'S REPORT**
 - a. Trustees meeting schedule
8. **TRUSTEES' COMMENTS & CONCERNS/READING FILE**
 - a. Board Member Comments
 - b. Minutes from other boards/committees:
 - Capital Program Review Committee 5/15/18 and 6/5/18
 - Essex Selectboard 5/21/18
 - Bike/Walk Advisory Committee 5/21/18
 - c. Champlain Valley Exposition List of 2018 Waived/Monitored Events
 - d. Memo from Vermont Agency of Transportation Highway Division
 - e. Article in Burlington Free Press re: Vermont's fastest-growing towns

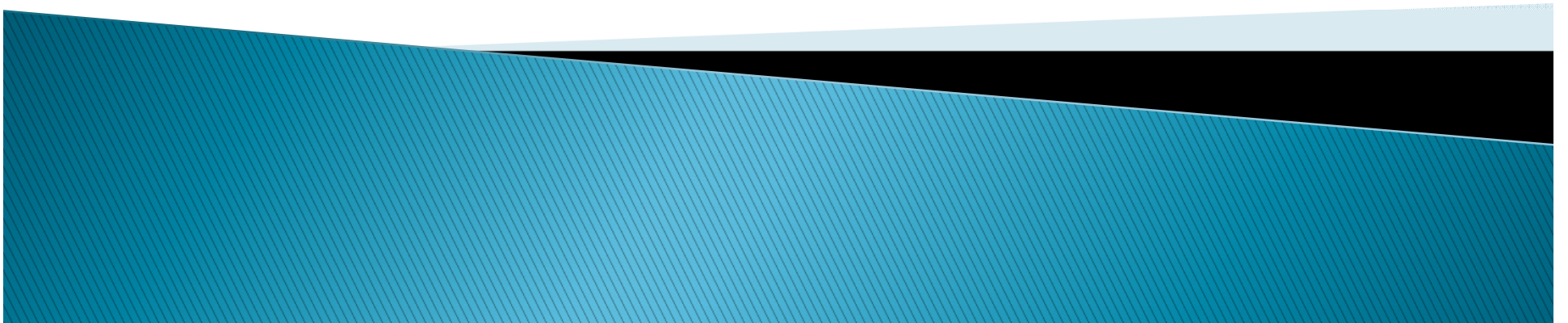
9. **CONSENT AGENDA**

- a. Approve Minutes of Previous Meetings 5/17/18 and 5/22/18
- b. Expense Warrant #17097 dated 5/25/18 in the amount of \$364,135.18
- c. Expense Warrant #17098 dated 6/1/18 in the amount of \$10,543.14
- d. FYE 18 Budget Status Report as of 5/31/18

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.

FYE19 WATER RATES



Village Water User Rate

FYE19 Proposed Rates

Usage	.0175/cubic foot
Fixed Charge	\$25.03/quarter or \$100.12/year
Increase over FYE18	6%
Cost to average user	\$202.32/year or \$15.93/month
(Fixed charges represent 50% of budget)	

Reasons for Increase

- 1) 8% increase in Operating budget primarily due to \$50,000 increase in transfer to Capital Reserve
- 2) 3.0% increase in CWD Wholesale rate

Large Water User Rate

FYE19 Proposed Rate

Usage	\$0.078/1,000 gallons
Increase from FYE18	6.7%

Reasons for Increase

The increase is due to the 8% increase in the Operating Budget along with a decrease in GlobalFoundries estimated water usage from 3.5 MGD to 3.4 MGD. The increase in the Large User rate is tempered by a decrease in budgeted unaccounted water.

Other pertinent information

The Large User rate for GlobalFoundries is calculated as 13% of the Village's water operating budget plus a proportionate share of unaccounted water divided by estimated water usage.

At the end of the fiscal year there is a reconciliation. GlobalFoundries either pays more or receives a credit depending on how much water they use and the amount of unaccounted water.

In addition, the Large User also pays the CWD Wholesale rate and the State of Vermont Water Supply Fee on all water used. These charges are a pass-through on the Village books.

Patricia Benoit

Subject: FW: Essex Junction Boards and Committees

-----Original Message-----

From: Kaitlin Hayes
Sent: Wednesday, May 30, 2018 12:53 PM
To: Patricia Benoit
Subject: Re: Essex Junction Boards and Committees

Hi Patty,

Yes I am a Village resident. My mailing address is 20 Central St. . Essex Junction, VT. I would very much like to move forward with participating. I am especially interested in the planning commission or the walk/bike committee.

Thank you!
Kaitlin

Sent from my iPhone

-----Original Message-----

From: Kaitlin Hayes
Sent: Tuesday, May 22, 2018 9:14 AM
To: Patricia Benoit
Subject: Essex Junction Boards and Committees

Hello,

I would be interested and willing to serve as a volunteer board member on one of Essex Junction's Boards and Committees. I would be most interested in the the Planning Commission, the Bike/Walk Advisory Committee, or the Zoning Board of Adjustment. I would be happy to help with any openings though, thank you!

Best,
Kaitlin Hayes

Patricia Benoit

Subject: FW: Planning Commission

From: DAVID NISTICO
Sent: Wednesday, June 6, 2018 10:23 AM
To: Patricia Benoit
Subject: Planning Commission

6/6/2018

Mr. Evan Teich
Municipal Manager
2 Lincoln Street
Essex Junction, VT 05452

Dear Mr. Teich,

Please consider this note my notice of interest in seeking reappointment to another 3 year term on the Village of Essex Junction Planning Commission.

we are in a very exciting time of growth and development in our area and it has been a pleasure to serve on the commission during this time.

I would like to continue to be involved in the process going forward.

Best Regards,

David Nistico

April 25, 2018

Evan Teich
c/o: Patty Benoit (patty@essexjunction.org)
Municipal Manager
2 Lincoln Street
Essex Junction, VT 05452

RECEIVED

APR 25 2018

Village of Essex Junction

Evan,

Please accept this letter as my continued interest in serving on the Village of Essex Junction Planning Commission.

If you have any questions, please do not hesitate to contact me at (802) 233-5386.

Sincerely,

Amber Thibeault
69 Pearl Street, Unit 4
Essex Junction, VT 05452

Patricia Benoit

From: Thomas Weaver
Sent: Friday, May 11, 2018 9:07 AM
To: Patricia Benoit
Subject: Reappointment to ZBA

Hi Patty,

I would accept reappointment to the ZBA when my term expires in June. Please inform me if it is necessary to meet with the Trustees.

Cordially,

Tom Weaver

Patricia Benoit

From: Micah Hagan
Sent: Monday, May 21, 2018 3:48 PM
To: Patricia Benoit
Subject: BWAC Committee reappointment

Hi,
I received a letter indicating that I am approaching the end of my appointment duration on the Bike-Walk Advisory Committee. I'd like to notify you of my interest to continue with another term on this committee if possible. Is this sufficient to cover the need for a "Letter of Interest"?

Thank you.,
Micah Hagan

Evan Teich
Municipal Manager
Village of Essex Junction
c/o Patty Benoit
2 Lincoln Street
Essex Junction, Vermont 05452

RECEIVED
MAY 16 2018
Village of Essex Junction

May 13, 2018

Dear Evan and Village of Essex Junction Trustees:

I am interested in continued membership on the Tree Advisory Committee and ask that you renew my term for an additional three years.

I have been excited about the work we do as a committee to educate the community concerning the value of trees and the urban forest and our continued work to maintain the beauty and health of the Essex Junction environment as a designated Tree City.

I respectfully request your support in being re-appointed to the Village of Essex Junction Tree Advisory Committee.

Thank you for your consideration!

Sincerely,

Mary Jo Engel

Mary Jo Engel
3 Gaines Court
Essex Junction, Vermont 05452

Memorandum

TO: Members of the Town Selectboard and Village Trustees

FROM: Evan Teich, Unified Manager 

DATE: May 29, 2018

SUBJECT: Amendment One to the Memorandum of Agreement between the Town of Essex and Village of Essex Junction RE: Consolidation of Public Works Services.

ISSUE: The issue is whether or not to approve Amendment One to the Memorandum of Agreement between the Town of Essex and Village of Essex Junction RE: Consolidation of Public Works Services.

DISCUSSION: The current agreement is due to expire on July 1, 2018. The attached amendment and supporting documentation (original Memorandum of Agreement and Final Report of the Public Works Assessment Committee) are provided for review and approval. The document has been reviewed by the Town Attorney and the Village Attorney.

RECOMMENDATION: It is recommended that the Selectboard and Trustees review and discuss the attached Amendment at their next available meetings, prior to approving and signing the Amendment at the next joint meeting on June 14.

**AMENDMENT NUMBER ONE TO THE MEMORANDUM OF AGREEMENT BETWEEN
THE TOWN OF ESSEX AND VILLAGE OF ESSEX JUNCTION RE: CONSOLIDATION OF
PUBLIC WORKS SERVICES**

This Amendment Number One to the Memorandum of Agreement (“Amendment One”) between the Town of Essex and the Village of Essex Junction RE: Consolidation of Public Works Services dated January 13, 2015, is entered into this _____ day of _____ 2018, by and between the Town of Essex (“Town”) and the Village of Essex Junction (“Village”).

WITNESSETH:

WHEREAS, the Memorandum of Agreement between the Town and Village (“Agreement”) required an assessment by a Review Committee to determine “whether to continue or modify the shared public works services model developed pursuant to this Agreement, revert to the model existing prior to this Agreement, or establish a permanent public works department for the Town and Village to become effective July 1, 2018”; and

WHEREAS, the Town Selectboard and Village Trustees approved the Final Report of the Review Committee dated October 2, 2017 (“Report”) that recommended full consolidation of the Village and Town Public Works Departments, based on the incremental steps and recommendations contained in the Report; and

WHEREAS, the Town and the Village agree that the Agreement has been of mutual benefit and should be maintained; and

WHEREAS, the Town and Village further agree that both an extension of time is needed to achieve full consolidation of the Public Works Departments of the Town and the Village and

further actions/studies are needed to better align the Departments prior to full consolidation;
and

WHEREAS, the Town and Village desire to extend the Term of the Agreement on the terms and conditions set forth in this Amendment One;

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto agree to the following:

1. **Term:** The terms of the Agreement, as modified by this Amendment One, shall continue in effect from July 1, 2018, for the five (5) fiscal years ending (“FYE”) June 30, 2019, 2020, 2021, 2022 and 2023 (“Term”) or until the date that full consolidation of the Public Works Departments occurs, whichever occurs earlier.

2. **Recommendations of the Review Committee:** The Unified Manager, referred to as the Municipal Manager in the Agreement, shall be responsible for directing staff, any outside experts, and/or others as may be needed to address the Selectboard and Trustees’ approved recommendations, as detailed in the Report attached hereto as Attachment A, in a timely manner and shall provide periodic reports to the Town and Village on the progress being made to study or implement the recommendations.

3. **Other Tasks:** In addition to the recommendations contained in the Report, the Unified Manager shall create a plan for consolidation of Public Works, which shall also include to the following items:

- a. A hierarchical chart describing employees' positions and roles in a fully consolidated Public Works department, which shall also contain employee roles and duties for the interim, prior to and leading to full consolidation;
- b. Employee job descriptions, clearly defining individual employee responsibilities, and protocol for the use of contractors such as engineers or other professionals;
- c. A detailed plan outlining the tasks and time frame for actions needed to achieve full consolidation; and
- d. Identification of costs associated with those areas in which operational efficiency may be improved.

- 4. **Time Frame for Completion of Studies/Reports:** No time frame has been set in this Amendment One for completion of specific tasks/reports/studies. It is agreed that full consolidation of the Public Works Departments is a priority to the Town and the Village, and the tasks described in the Report and referenced in this Amendment One shall be prioritized. Reports, on at least a quarterly basis, shall be provided by the Unified Manager or his designee to the Town Selectboard and the Village Trustees on progress that is being made on the tasks.
- 5. **Miscellaneous:** Except as modified by this Amendment One, the terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

For the Town of Essex Selectboard

For the Village of Essex Junction Board of Trustees

Max G. Levy, Chair

George A. Tyler, President

R. Michael Plageman, Vice Chair

Andrew P Brown, Vice President

Elaine H. Sopchak, Clerk

Lori A. Houghton

Andrew J. Watts

Daniel S. Kerin

Irene A. Wrenner

Elaine H. Sopchak



TOWN OF ESSEX VERMONT

MEMORANDUM OF AGREEMENT BETWEEN TOWN OF ESSEX AND VILLAGE OF ESSEX JUNCTION RE: CONSOLIDATION OF PUBLIC WORKS SERVICES

This Memorandum of Agreement (Agreement) is entered into this 15th day of January 2015, by and between the Town of Essex ("Town") and the Village of Essex Junction ("Village").

WITNESSETH:

WHEREAS, the Town and Village continue to work cooperatively on a shared services model to improve the delivery of services for the mutual benefit of the residents of the Town and Village; and

WHEREAS, pursuant to this model, a shared "Municipal Manager" is in place, tax billing and collections for the Town and Village have been unified, and a storm water permitting and management services agreement has been approved; and

WHEREAS, the Village and Town now propose the incremental development of a combined public works department for the management of highway and engineering functions as well as any other public works-related functions as may be mutually agreed upon by the Town and the Village; and

WHEREAS, the incremental development of combining public works departments is necessary due to the relative cost impacts of consolidation to each municipality, presently-undefined cost savings that may be achieved from consolidation, and the lack of required staffing within the existing Town public works department to provide the full range of services under consolidation within the first year of this Agreement; and

WHEREAS, section 4901 of Title 24, Vermont Statutes Annotated, allows a municipality to contract with another municipality to perform any governmental service, activity or undertaking which each municipality is authorized by law to perform, provided the legislative body of each municipality approves the contract and the expenses for such governmental service is included in a municipal budget approved under 17 V.S.A. § 2664 or comparable charter provision; and

WHEREAS, the Village and the Town desire to continue their coordinated efforts with respect to shared services by creating one cost center within the Town's annual budget for a portion of the Village's public works functions, and to continue studying the consolidation of those functions;

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto agree as follows:

1. **Term:** This Agreement shall be effective upon execution, and shall continue in effect for the three (3) fiscal years ending ("FYE") June 30, 2016, 2017 and 2018 ("Term").
2. **Village Highway Budget:** On or before January 15, 2015, and by January 15th of each year thereafter during the Term of this Agreement, the Village Board of Trustees shall prepare and provide the Town Selectboard with a "Village Highway Budget" for its consideration and consolidation within the Town's Highway Budget, which is a component part of the Town's General Fund Budget. Except as set forth in section 3 below, the Village Highway Budget shall consist of items previously identified within the Village's "Street Department Budget" including, without limitation, all salaries and benefits of Village employees within its highway department. During the Term of this Agreement, the Village shall not

increase the annual Village Highway Budget as defined herein by more than six percent (6%) over the previous year's budget amount without agreement of the Town Selectboard.

3. **Exclusions from Village Highway Budget:** Unless otherwise agreed by the Town and Village, the Village Highway Budget submitted by the Village Board of Trustees for inclusion in the Town budget shall not include funds for capital project paving or equipment replacement, which shall continue to be a Village expense separate and apart from the Village Highway Budget. The Village Highway Budget also shall not include any storm water permitting or management costs, which are covered under a separate Memorandum of Agreement between the Parties hereto. Additionally, any indebtedness for highways and related infrastructure incurred by either municipality prior to the effective date of this Agreement shall not be included as part of any combined highway budget, but rather shall remain the separate obligations of the respective municipality.

4. **Town Highway Budget:** The Town Selectboard shall incorporate the Village Highway Budget as prepared and provided by the Village Board of Trustees pursuant to section 2, above into the Town General Fund Budget for approval by the legal voters of the Town at its annual meeting in March pursuant to 24 V.S.A. Appx. Ch. 117, § 303. In the event the Town voters do not approve a budget that includes the Village Highway Budget, or approve a lesser amount than what was prepared and presented by the Village Board of Trustees, then the Town will so inform the Village and the Village shall be and remain responsible for raising such funds through the Village budgeting process.

5. **Payment:** The Town shall pay all Village Highway Budget costs as incorporated into the voter-approved Town budget as incurred. In the event actual Village Highway Budget costs differ from budgeted amounts, the Village Board of Trustees and Town Selectboard may

adjust future budgets to account for any under or over collections between the two municipalities.

6. **Integration Study:** On or before November 1, 2015, the Town Public Works Director and/or his designees, in coordination with the Village Public Works Superintendent and/or his designees, shall prepare a plan for presentation to the Municipal Manager for fully consolidating and integrating public works functions within the Town and Village. The plan shall identify potential cost savings and/or efficiencies, non-monetary benefits, and added service capabilities to be gained under a combined public works department, and shall include, at a minimum:

- a. An integrated communications plan, including all hardware, internet and software computer costs, allowing unfettered and seamless communication between the two communities as part of a consolidated department;
- b. Recommended changes or improvements necessary to provide better customer service, improved dissemination of work to be performed in the community, and centralized management of complaints;
- c. A written Winter Operations plan applicable to both municipalities; and
- d. A written procedure for procuring outside engineering and contract services that is beyond the capability of in-house resources, which shall include a list of qualified firms and their fee schedules.

7. **Employee Relations:** Any shared public works services between the Town and the Village during the Term of this Agreement shall be managed by the Municipal Manager. The Town public works department will advise the Municipal Manager and make recommendations with respect to public works related operations in the Village, but shall have

no direct management or supervisory functions within the Village, unless it is determined on the basis of the integration study and agreed upon by both municipalities that the management and supervision functions will change as a result of the study findings in years two and three of the agreement. Village highway and Town highway employees shall remain employees of their respective municipalities subject to their existing personnel policies and collective bargaining agreements. The Village Public Works Superintendent shall continue to supervise and set the work schedule for Village employees, and the Town Public Works Superintendent shall continue to supervise and set the work schedule for Town employees. When employees of either the Town or the Village perform work in the other municipality, the employees shall remain members of their respective collective bargaining units but will be supervised by the individual in charge of the work being performed. Town and Village management shall meet with Town union (AFSCME) and Village Association representatives concerning the structure of labor contracts under an integrated management system of public works delivery prior to the expiration of existing collective bargaining agreements.

8. **Review Committee:** A committee consisting of two (2) Town Selectboard members, two (2) Village Board of Trustees members, and one (1) qualified outside technical agent as mutually agreed to by the Town and Village shall be created to review the shared public works operations. On or before October 1, 2017, the review committee shall make recommendations to the Village Board of Trustees and the Town Selectboard on whether to continue or modify the shared public works services model developed pursuant to this Agreement, revert to the model existing prior to this Agreement, or establish a permanent and combined public works department for the Town and Village to become effective on July 1,

2018. The Town Selectboard and the Village Board of Trustees shall act on the recommendations of the review committee on or before December 1, 2017.

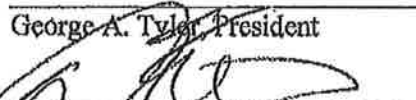
9. **Miscellaneous:** This Agreement may be modified only by a written amendment signed by the Parties. If any provision of this Agreement shall be found to be invalid, inoperative or unenforceable in law or equity, such finding shall not affect the validity of any other provisions of this Agreement, which shall be construed, reformed and enforced to effect the purposes of this Agreement to the fullest extent permitted by law. This Agreement shall be governed by and construed under the law of the State of Vermont, without application of principles of conflicts of laws, and constitutes the entire agreement of the Parties with respect to the subject matter hereof, superseding all prior oral and written communications, proposals, negotiations, representations, understandings, courses of dealing, agreements, contracts, and the like between the Parties in such respect.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

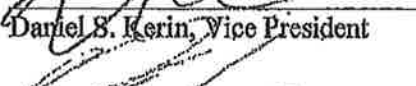
For the Town of Essex Selectboard


For the Village of Essex Junction Board of Trustees


Max G. Levy, Chair



George A. Tyler, President

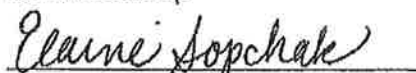

Brad M. Luck, Vice Chair


Daniel S. Kerin, Vice President

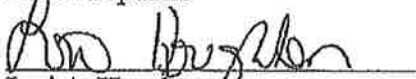

Andrew J. Watts, Clerk


Andrew Brown


R. Michael Plageman


Elaine Sopchak


Irene A. Wrenner


Lori A. Houghton

TO: Town of Essex Selectboard
Village of Essex Junction Board of Trustees

FROM: Public Works Assessment Committee

DATE: October 2, 2017

SUBJ: Final Report

The Memorandum of Understanding enacted by the Town Selectboard and Village Board of Trustees on January 13, 2015 stipulates that both Boards must convene a Review Committee to assess the shared public works operations. In spring 2017 the Boards appointed Selectboard members Sue Cook and Mike Plageman, and Trustees Andrew Brown and Elaine Sopchak to the Committee. The fifth appointed member is Essex Junction resident Justin Rabidoux, who is also the Director of Public Works in South Burlington, and who served as the Committee's "qualified outside technical agent" as required by the MOU. The Committee met six times over the course of the summer to review the progress made to date on the consolidation of the public works departments of the Town of Essex and Village of Essex Junction.

The MOU stipulates that the Review Committee must make recommendations to the Village Board of Trustees and Town Selectboard "whether to continue or modify the shared public works services model developed pursuant to this Agreement, revert to the model existing prior to this Agreement, or establish a permanent and combined public works department for the Town and Village to become effective July 1, 2018." This report contains the recommendations of the Committee after completing its research and analysis.

Resources

The Committee had access to many resources to complete its work. Five of the Committee's six meetings were attended by Town Public Works Director Dennis Lutz. Village Public Works Superintendent Rick Jones attended three of the meetings. Municipal Manager Pat Schedel and Town Financial Director Lauren Morriveau each attended one meeting. These staff members made themselves available to answer many questions, and the Committee found the binder Mr. Lutz provided to be particularly helpful.

The basis of the Committee's work was to determine whether the consolidation of the public works departments to date has been successful, partially successful, or unsuccessful in terms of:

1. Integrating the Village highway budget into the Town's general fund budget;
2. Providing the component elements of an integration study as outlined in section 6 of the MOU;
3. Reducing costs where such reductions are quantifiable;
4. Providing management or engineering assistance as needed or requested;
5. Coordinating activities for mutual support;
6. Developing procedures and implementing tools for infrastructure management and operations; and
7. Providing timely and quality public works services to residents and businesses in the Town and Village.

It is the Committee's conclusion that the consolidation of the public works departments thus far has been successful in all seven respects.

Below is a non-inclusive list of the many resources analyzed:

- Public works integration study
- Minutes from Selectboard and Trustee meetings regarding the MOU
- Town and Village annual reports from public works departments
- Examples of joint project work, including paving bids, winter operations plan, joint training sessions
- Results of shared manager model evaluation survey
- Town and Village public works budgets for FY14, 15, 16, 17, 18
- Town and Village rolling stock and capital plans

General Recommendations

After a thorough review of the materials, extensive conversations with administrative staff, and multiple discussions amongst members, the Committee unanimously recommends full consolidation of the public works departments of the Village and the Town based on incremental steps and recommendations outlined in this report.

The Committee recommends maintaining the existing MOU without change until it expires June 30, 2018. Between now and that time, the Committee recommends conducting certain studies as outlined below. The Committee then recommends extending the current MOU from July 1, 2018 until the studies are well underway or completed, at which time the MOU should be modified to accommodate the findings of the studies. The goal is to fully consolidate both public works departments eventually; the Committee does not recommend a particular timeline for the full consolidation but rather suggests that both Boards adopt the

recommendations, conduct the studies, and plan to fully consolidate based on benchmarks established by the outcomes of the studies. In addition, the Committee recommends that both Boards set aside funds to enable the full consolidation of the departments over time.

Specific Recommendations

The path to full consolidation will involve changes to business practices, funding streams, operations, contractual agreements, and organizational structure. The Committee's recommendations are divided into three functional areas that group similar elements. Within these areas, the recommendations are listed starting with the highest priority. More detailed descriptions follow each functional area.

- Personnel
 - Cross-train staff
 - Identify and institutionalize common best practices and procedures
 - Align rules and regulations
 - Analyze and align job descriptions
 - Can't do —* ○ Establish a single employment contract for both Village and Town, including a unified organizational chart

In conducting this assessment, the Committee spoke to administrative staff—primarily Mr. Lutz and Mr. Jones—and not with staff in the field. The Committee also reviewed the results of a staff survey regarding the effect of the unified manager model on their work.

Currently, Village public works staff are cross-trained in all positions, allowing for efficiency and cost savings. Town public works staff are not cross-trained. The Committee recommends that Town staff begin cross-training as soon as possible to achieve maximum efficiency. In addition, it is recommended that Town and Village staff receive cross-training, so that eventually they can work in both municipalities. Longer term, common best practices and regulations will need to be established, with the recommended end goal of a single Agreement for public works staff that aligns all job descriptions, consolidates public works administrative staff, and establishes a unified organization chart.

- Financial
 - Study and implement a single rolling stock fund
 - Establish a common purchasing policy
 - Study and establish a single, consolidated capital project planning, funding, and implementation process

- Study and establish guidelines for assuming future debt for equipment and projects, and for joint bonding

Full consolidation will impact how budgets are built, how revenues are collected and shared, and how expenditures are made. It will be necessary to analyze multiple aspects of public works finance to understand the full impact of consolidation on taxation in the Village and the Town. The Committee recommends consolidation of the Village rolling stock and the Town vehicles and equipment budgets in the near future; this consolidation appears to be manageable based on similar business practices in both the Village and Town. At the same time both Boards should review all existing purchasing policies and create a single policy.

The Committee recommends that the capital project planning, funding, and implementation process should also be consolidated. The existing Village capital committee and ranking system is one model that should be considered. Whatever process that is adopted for both the Village and Town should retain a ranking for public input. In addition, the Committee recommends that the Boards should seek the assistance of outside expertise when the conversation about consolidation of the capital process turns to impacts on taxation and protocols for assuming debt.

- Resource management
 - Research and implement common asset management software
 - Establish common service call management and communications processes
 - Establish a single location for public works administration, and consider doing the same for all staff

The Town uses Micro Paver, a management system covering the entire street network; the Village does not use such a system. Currently the CCRPC is investigating a standard paving program that could combine and prioritize paving projects in both municipalities; this program may be the best way to combine both paving budgets. The Town is also able to efficiently deploy equipment and personnel in the field using GPS-based software that the Village does not use. The Committee recommends exploring if Village streets and equipment can be integrated into the Town system to maximize efficiency and improve service and mutual aid. If this integration is not possible, steps should be taken to find software that can facilitate management of the entire street network.

In the Town service calls are handled by an administrative assistant, as are other administrative tasks such as billing and work orders. In the Village service calls and administrative needs are handled directly by public works staff. Both departments use See Click Fix; neither uses it as the

primary repository for work orders. The Committee recommends developing a common system for handling service calls, and establishing a system to record basic data about all calls (regardless of how they came in) so that progress can be measured. The Committee also recommends that the Village and Town share an administrative assistant for service call intake and administrative tasks. In addition, both departments should develop a common public communications protocol. Finally, the Committee recommends locating consolidated public works department management and administration into one location to optimize communications, organization, and service call management.



MEMORANDUM

TO: Village Trustees
FROM: Evan Teich, Unified Manager *ET*
DATE: June 4, 2018
SUBJECT: Appointment/Reappointments

Issue

The issue is whether or not the Trustees make appointments to the Planning Commission, Zoning Board of Adjustment, Capital Program Review Committee, Tree Advisory Committee, Bike/Walk Advisory Committee and CCPRC Planning Advisory Committee (PAC).

Discussion

See attached letters/emails from current members indicating they would like to be reappointed as well as from Kaitlin Hayes, who would be newly appointed to fill an unexpired term on the Planning Commission. The list of open terms is also attached.

Cost

There is no cost associated with this issue.

Recommendation

It is recommended that the Trustees make the following appointments:

Tom Weaver – Zoning Board of Adjustment through 6/30/21
Amber Thibeault – Planning Commission through 6/30/21
David Nistico – Planning Commission through 6/30/21
Kaitlin Hayes – Planning Commission through 6/30/20
Micah Hagan – Bike/Walk Advisory Committee through 6/30/21
Mary Jo Engel – Tree Advisory Committee through 6/30/21
Warren Spinner – Tree Advisory Committee through 6/30/21
Andrew Brown – Capital Program Review Committee through 8/31/21
Robin Pierce – CCPRC PAC Representative through 6/30/20
John Alden – CCPRC PAC Alternate through 6/30/20



Volunteer Opportunities

The Village of Essex Junction is seeking citizens interested in serving on the following boards and committees:

Planning Commission

One two-year term through June 2020

Two three-year terms through June 2021

Zoning Board of Adjustment

Two three-year terms through June 2021

Bike/Walk Advisory Committee

One one-year term through June 2019

Three three-year terms through June 2021

Capital Program Review Committee

Two three-year terms through August 2021

Tree Advisory Committee

Two three-year terms through June 2021

Brownell Library Board of Trustees

One term through April 2019

A description of the individual committees and the duties associated with the position is available in the Municipal Manager's office.

Interested residents should send a letter to the Municipal Manager, 2 Lincoln Street, Essex Junction, VT 05452 or email patty@essexjunction.org. Questions regarding these positions may be directed to the Municipal Manager's office (878-6944).

Patricia Benoit

From: Thomas Weaver
Sent: Friday, May 11, 2018 9:07 AM
To: Patricia Benoit
Subject: Reappointment to ZBA

Hi Patty,

I would accept reappointment to the ZBA when my term expires in June. Please inform me if it is necessary to meet with the Trustees.

Cordially,

Tom Weaver

April 25, 2018

Evan Teich
c/o: Patty Benoit (patty@essexjunction.org)
Municipal Manager
2 Lincoln Street
Essex Junction, VT 05452

RECEIVED

APR 25 2018

Village of Essex Junction

Evan,

Please accept this letter as my continued interest in serving on the Village of Essex Junction Planning Commission.

If you have any questions, please do not hesitate to contact me at (802) 233-5386.

Sincerely,

Amber Thibeault
69 Pearl Street, Unit 4
Essex Junction, VT 05452

Patricia Benoit

Subject: FW: Planning Commission

From: DAVID NISTICO
Sent: Wednesday, June 6, 2018 10:23 AM
To: Patricia Benoit
Subject: Planning Commission

6/6/2018

Mr. Evan Teich
Municipal Manager
2 Lincoln Street
Essex Junction, VT 05452

Dear Mr. Teich,

Please consider this note my notice of interest in seeking reappointment to another 3 year term on the Village of Essex Junction Planning Commission.

we are in a very exciting time of growth and development in our area and it has been a pleasure to serve on the commission during this time.

I would like to continue to be involved in the process going forward.

Best Regards,

David Nistico

Patricia Benoit

Subject: FW: Essex Junction Boards and Committees

-----Original Message-----

From: Kaitlin Hayes
Sent: Wednesday, May 30, 2018 12:53 PM
To: Patricia Benoit
Subject: Re: Essex Junction Boards and Committees

Hi Patty,

Yes I am a Village resident. My mailing address is 20 Central St. Essex Junction, VT. I would very much like to move forward with participating. I am especially interested in the planning commission or the walk/bike committee.

Thank you!
Kaitlin

Sent from my iPhone

-----Original Message-----

From: Kaitlin Hayes
Sent: Tuesday, May 22, 2018 9:14 AM
To: Patricia Benoit
Subject: Essex Junction Boards and Committees

Hello,

I would be interested and willing to serve as a volunteer board member on one of Essex Junction's Boards and Committees. I would be most interested in the the Planning Commission, the Bike/Walk Advisory Committee, or the Zoning Board of Adjustment. I would be happy to help with any openings though, thank you!

Best,
Kaitlin Hayes

Patricia Benoit

From: Micah Hagan
Sent: Monday, May 21, 2018 3:48 PM
To: Patricia Benoit
Subject: BWAC Committee reappointment

Hi,
I received a letter indicating that I am approaching the end of my appointment duration on the Bike-Walk Advisory Committee. I'd like to notify you of my interest to continue with another term on this committee if possible. Is this sufficient to cover the need for a "Letter of Interest"?

Thank you.,
Micah Hagan

Evan Teich
Municipal Manager
Village of Essex Junction
c/o Patty Benoit
2 Lincoln Street
Essex Junction, Vermont 05452

RECEIVED
MAY 16 2018
Village of Essex Junction

May 13, 2018

Dear Evan and Village of Essex Junction Trustees:

I am interested in continued membership on the Tree Advisory Committee and ask that you renew my term for an additional three years.

I have been excited about the work we do as a committee to educate the community concerning the value of trees and the urban forest and our continued work to maintain the beauty and health of the Essex Junction environment as a designated Tree City.

I respectfully request your support in being re-appointed to the Village of Essex Junction Tree Advisory Committee.

Thank you for your consideration!

Sincerely,

Mary Jo Engel

Mary Jo Engel
3 Gaines Court
Essex Junction, Vermont 05452

Patricia Benoit

Subject: FW: Tree Advisory appointment

From: 326132471813122008comcast.usr6jr [mailto:wspinner@comcast.net]

Sent: Friday, June 1, 2018 10:47 AM

To: Patricia Benoit

Subject: RE: Tree Advisory appointment

Hi Patty,

That would be fine with me if the Trustees re-appointed me at their next meeting. Again sorry that I can't there.

Thank you, Warren

On May 31, 2018 at 3:48 PM Patricia Benoit <patty@essexjunction.org> wrote:

Hi Warren,

Thanks for responding so quickly. The Trustees could reappoint you without you being there, if you're okay with that. Or they could do it at their next meeting on June 26, if you're available. Your term expires on June 30th so they need to do it before.

Thank you, Patty

From: 326132471813122008comcast.usr6jr [mailto:wspinner@comcast.net]

Sent: Thursday, May 31, 2018 3:42 PM

To: Patricia Benoit

Cc: Evan Teich

Subject: Re: Tree Advisory appointment

Hi Patty

Sorry for the delay in getting back to you. Yes I would like to continue to serve on the Essex Jct. Tree Advisory Committee for another term!

Unfortunately I have a conflict and will not be able to attend the June 12th Trustee Committee meeting. Will there be another opportunity for re-appointment?

Best regards, Warren

Patricia Benoit

From: Andrew Brown
Sent: Thursday, April 26, 2018 7:48 PM
To: Patricia Benoit
Subject: Capital Committee Reappointment Letter

Hi Patty and Evan,

Please accept this email as my letter of intent to be reappointed to the Capital Program Review Committee. Reading about the charge of the committee was one of the catalysts for my desire to become a Village Trustee and I believe I have been a significant contributor to the improvement of our capital program review system. While improvements have been made there is still more work which needs to be done and as the current, and founding, Chair of the committee, plus the only remaining original committee member, I believe my perspective will expedite additional positive changes.

I am happy to answer any questions and speak at a Trustee meeting with the Trustees for additional vetting if desired.

Thank you,
Andrew



May 1, 2018

Mr. Evan Teich
Essex Junction Unified Manager
2 Lincoln Street
Essex Junction, VT 05452

RECEIVED
MAY 04 2018
Village of Essex Junction

Dear Mr. Teich:

The Chittenden County Regional Planning Commission (CCRPC) bylaws provide for several standing committees including a Planning Advisory Committee (PAC) to oversee the CCRPC's regional planning activities and policy development as specifically described in items 1-13 of Article XI – Committees; E. Planning Advisory Committee. In particular, the PAC is responsible for reviewing municipal plans and Act 250 permits.

The terms of PAC members will be for two years beginning July 1st and communities whose beginning letter falls between A-L shall appoint a representative to serve beginning in odd number fiscal years; FY2019 in this case.

We would ask you to please have your legislative body take action to appoint a representative and alternate to the PAC for a term of two years beginning July 1, 2018 through June 30, 2020 (fiscal years 2019 & 2020). The PAC has been meeting monthly as needed.

Please complete the enclosed letter of appointment and return it to us in the self-addressed envelope (or scan and email to me at bferenc@ccrpcvt.org) by June 20, 2018.

Thank you for your assistance in this matter.

Sincerely,

Bernadette Ferenc
Transportation Business Manager

Attachment

cc: PAC Representative: Robin Pierce
PAC Alternate: John Alden

Patricia Benoit

From: John Alden <jba@scottpartners.com>
Sent: Friday, June 1, 2018 10:32 AM
To: Patricia Benoit
Subject: RE: Reappointment to PAC

Fine with me. Thanks for asking.

John B. Alden, AIA
Principal



SCOTT + PARTNERS
ARCHITECTURE
7 Carmichael Street
Essex Junction, VT 05452
T 802.879.5153
C 802.233.3011
www.scottpartners.com

From: Patricia Benoit <patty@essexjunction.org>
Sent: Friday, June 1, 2018 10:20 AM
To: John Alden <jba@scottpartners.com>
Subject: Reappointment to PAC

Hi John,

Is it okay if the Trustees reappoint you to be Robin's alternate on the CCPRC Planning Advisory Committee?

They will do it on June 12th.

Thanks,
Patty

Patricia Benoit
Administrative Assistant
Village of Essex Junction
2 Lincoln Street
Essex Junction, VT 05452
802-878-6944
patty@essexjunction.org



TO: Village Trustees and Evan Teich, Unified Manager
FROM: Darby Mayville, Community Relations/Economic Development Assistant PEM
DATE: June 12, 2018
RE: Grant Resolution -- Vermont Community Development Program

Issue

The issue is whether or not the Village should sign a grant resolution to accept and agree to grant terms and conditions from the Agency of Commerce and Community Development.

Discussion

In order to accept the Vermont Community Development Planning Grant, the Village needs to sign a resolution to accept and agree to the terms of the grant from the Agency of Commerce and Community Development. This grant has been sub-granted to the Vermont Housing Finance Agency (VHFA) to create a web-based, interactive resource that provides residents, municipal officials and planners with up to date, vetted housing needs indicators in a variety of user-friendly formats for communities in Chittenden, Franklin and Grand Isle counties.

Cost

None is anticipated.

Recommendation

It is recommended that the Trustees sign the resolution to resolve to accept and agree to the terms of the grant from the Agency of Commerce and Community Development for the purpose of providing a subgrant to the Vermont Housing Finance Agency.

GRANT AGREEMENT RESOLUTION - SINGLE GRANTEE

Form PM-1

WHEREAS, the (check one) Town City Village of Essex Junction
has applied for funding under the Vermont Community Development Program, as provided for in 10
VSA Ch. 29, and has received an award of funds under said provisions; and

WHEREAS, the Agency of Commerce and Community Development has tendered a Grant
Agreement

_____ to this municipality for said funding:

Now, THEREFORE, BE IT RESOLVED as follows:

- 1) that the legislative body of this municipality accepts and agrees to the terms and conditions of said Grant Agreement;
- 2) that (Name) Darby Mayville Title Community Relations Assistant
is hereby designated as the person with overall Administrative responsibility for the VCDP activities related to this Grant Agreement; and
- 3) that (Name) Evan Teich Title Unified Manager
who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is the Town Manager, the City Manager, or the Town Administrator, hereby designated as the Authorizing Official (AO) to execute the Grant Agreement and other such Documents as may be necessary to secure these funds.

Passed this 12 day of June, 2018.

LEGISLATIVE BODY

(Typed Name)	(Signature)
<u>George A. Tyler, Village President</u>	_____
<u>Andrew P. Brown, Vice President</u>	_____
<u>Lori A. Houghton, Trustee</u>	_____
<u>Daniel S. Kerin, Trustee</u>	_____
<u>Elaine H. Sopchak, Trustee</u>	_____

For Agency Use:

Processed By: _____ Date: _____



TO: Village Trustees and Evan Teich, Unified Manager
FROM: Darby Mayville, Community Relations/Economic Development Assistant DEM
DATE: June 12, 2018
RE: VTRANS Bike & Pedestrian Program – Small Scale Construction Project Grant

Issue

The issue is whether or not the Village should apply for the VTRANS Bike & Pedestrian Program Small Scale Construction Project Grant.

Discussion

The Village Bike/Walk Advisory Committee (BWAC) would like to apply for the VTRANS Bike & Pedestrian Program Small Scale Construction Project Grant to purchase three (3) rectangular rapid flash beacons. The beacons have proven to be very effective in alerting drivers to the presence of pedestrians. The BWAC would like to propose that beacons be placed in the following locations:

- The crosswalk at the intersection of Main St. and Railroad Ave.
- The intersection of Hiawatha Ave. and West St.
- The CVE crossing on Route 15.

Cost

The total cost for three (3) rectangular rapid flash beacons is \$17,210.10. VTrans will cover 50% of the cost, or \$8,605.05. The Village is responsible for the additional \$8,605.05. Of this amount, \$605.05 will be taken from the FY2019 BWAC budgetary allocation, and \$8,000 will be taken from the matching grant fund. The Village will also be responsible for future maintenance of the rectangular rapid flash beacons.

Recommendation

It is recommended that the Trustees authorize staff to submit the VTRANS Bike & Pedestrian Program Small Scale Construction Project Grant and authorize a grant match of \$8,000 from the matching grant fund.



MEMORANDUM

TO: Village Trustees
 FROM: Evan Teich, Unified Manager
 DATE: June 12, 2018
 SUBJECT: Trustees Meeting Schedule

TRUSTEES MEETING SCHEDULE/EVENTS

June 14 7:00 PM	Joint Meeting with Selectboard at Lincoln Hall
June 26 6:30 PM	Regular Meeting Public Hearing on FYE 19 Water/Sewer/Sanitation Rates
July 10 6:30 PM	Regular Meeting
July 18 7:00 PM	Joint Meeting with Selectboard at 81 Main Street
July 24 6:30 PM	Regular Meeting
Aug. 14 6:30 PM	Regular Meeting
Aug. 22 7:00 PM	Joint Meeting with Selectboard at 81 Main St.
Aug. 28 6:30 PM	Regular Meeting
Sept. 11 6:30 PM	Regular Meeting
Sept. 25 6:30 PM	Regular Meeting

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES MEETING
TUESDAY, JUNE 26, 2018
6:30 PM**

AGENDA

**PUBLIC HEARING
FYE 19 WATER/SEWER/SANITATION RATES**

This meeting will be held in the Essex Junction Municipal Building, 2 Lincoln Street, Essex Junction, VT. Meetings of the Trustees are accessible to people with disabilities. For information on accessibility and/or this agenda, call the Municipal Manager's office at 878-6944.

**VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE
MINUTES OF MEETING
May 15, 2018**

MEMBERS PRESENT: Andrew Brown (Chairman); Kevin Collins, Amber Thibeault, Tim Dall.

ADMINISTRATION: Evan Teich, Unified Manager; Lauren Morrisseau, Finance Director & Assistant Village Manager; Jim Jutras, Water Quality Superintendent; Rick Jones, Public Works Superintendent.

OTHERS PRESENT: None.

1. CALL TO ORDER

Chairman Andrew Brown called the meeting to order at 6 PM.

2. AGENDA

There were no changes to the agenda.

3. PUBLIC COMMENTS

None.

4. DRAFT POLICY FOR CAPITAL CONSTRUCTION PROJECTS

The following edits to the policy were suggested:

- Identify co-funding opportunities early in the project
- Keep the terminology consistent throughout the document. Use “Capital Construction Projects” rather than “Capital Improvement Projects”.
- Put operational and maintenance impacts in #2 instead of #5. Check impacts at the 50% design point at the very least.
- Explain who “village staff” is as mentioned in #1 and use the term “Unified Manager or designee”.
- In 2.G clarify who the “consulting engineer” is and make sure the Village Engineer reviews projects in the early stages.
- In #3 change to “Rank the projects using the committee’s rubric.”
- In #4 all projects are “ranked”.
- In 4.D say “from other capital accounts or funds”.
- In #5 and #6 all staff needs to see the project (Water Quality Superintendent, Public Works Superintendent, Village Engineer, Unified Manager, and other village staff as needed). Review operational and maintenance impacts, potential funding opportunities, and technical review inclusive of conformance to the Land Development Code, Public Works Standards, Water Quality Manual, and the Comprehensive Plan.

Andrew Brown will email the revised policy for review and approval at the next meeting.

5. EXISTING RATING CRITERIA AND POSSIBLE CHANGES

There was agreement to add a category called "Remaining Service Life" with the following point system:

- Urgent 24 points
- 1-5 years 18 points
- 5-10 years 12 points
- 10-15 years 6 points

Andrew Brown will draft a description/definition of "Remaining Service Life" as determined by staff.

Kevin Collins suggested having a work session to rank projects not yet complete to highlight the impact on the ranking by the new criterion.

Staff will review the list of projects and discuss whether the project should remain on the list and get comment from Rick Hamlin on the projects as well.

6. APPROVE MINUTES

April 17, 2018

MOTION by Andrew Brown, SECOND by Amber Thibeault, to approve the April 17, 2018 minutes as written. VOTING: unanimous (4-0); motion carried.

7. OTHER BUSINESS

Next meeting is June 5, 2018. Staff will give an update on the project list before the committee re-ranks projects.

8. ADJOURNMENT

MOTION by Tim Dall, SECOND by Amber Thibeault, to adjourn the meeting. VOTING: unanimous (4-0); motion carried.

The meeting was adjourned at 7 PM.

RScty: MERiordan

**VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE
MINUTES OF MEETING
June 5, 2018**

MEMBERS PRESENT: Andrew Brown (Chairman); Kevin Collins, Amber Thibeault, Tim Dall.
ADMINISTRATION: Evan Teich, Unified Manager; Lauren Morrisseau, Finance Director & Assistant Village Manager; Rick Jones, Public Works Superintendent.
OTHERS PRESENT: None.

1. CALL TO ORDER

Chairman Andrew Brown called the meeting to order at 6 PM.

2. AGENDA

There were no changes to the agenda.

3. PUBLIC COMMENTS

None.

4. POLICY FOR CAPITAL IMPROVEMENT PROJECTS

The following edits to the policy were made:

- Change “operation and maintenance” to “operational and maintenance” in the document.
- In Item 2.c change “street map” to “diagram/sketch”
- Add “inclusive of whether grants have been secured, applied for, or are conceptual” to the end of 2.g after “co-funding opportunities”.
- Add as 2.i - “Notes pertaining to unknown variables that may impact future scoring”
- Add as 2.j – “Project cost estimate”

Staff will present the list of items in #2 in the policy in priority order to be included in the standardized staff memo for each capital improvement project.

MOTION by Amber Thibeault, SECOND by Kevin Collins, to approve the Policy for Capital Improvement Projects as amended. VOTING: unanimous (4-0); motion carried.

5. “REMAINING SERVICE LIFE” CRITERION & STAFF COMMENTS

MOTION by Amber Thibeault, SECOND by Tim Dall, to approve the wording for the “Remaining Service Life” ranking criterion to read: “Approximate remaining length of time before existing infrastructure is no longer functional as determined by village staff”, and to make no change in the timeframes as noted for the Remaining Service Life criterion. VOTING: unanimous (4-0); motion carried.

The new Remaining Service Life criterion will be applied to the project list and a new list with revised rankings will be generated.

The committee agreed to remove the following projects from the list because it is likely the projects will not be done any time soon:

- Old Colchester Road new sanitary sewer (Project ID: T)
- Central Street water line replacement, Lincoln to Main (Project ID: H)
- River Street new curb and sidewalk, Park to Stanton, Stanton to Riverside (Project ID: Z & AA)
- West Street water line replacement, South Summit to Hayden (Project ID: HH)
- South Street water line, Park to Southview (Project ID: CC)
- Church Street water line replacement (Project ID: I)
- Grant Street water line replacement, Jackson to Maple (Project ID: L)

6. APPROVE MINUTES

May 15, 2018

MOTION by Andrew Brown, SECOND by Amber Thibeault, to approve the May 15, 2018 minutes as written. VOTING: unanimous (4-0); motion carried.

7. OTHER BUSINESS

Next meeting is July 17, 2018.

8. ADJOURNMENT

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

The meeting was adjourned at 6:58 PM.

RScty: MERiordan

TOWN OF ESSEX
SELECTBOARD MINUTES
May 21, 2018

1
2
3
4
5 **SELECTBOARD:** Max Levy, Chair, Michael Plageman, Irene Wrenner, Andrew Watts, Elaine
6 Sopchak.

7
8 **OTHERS PRESENT:** Evan Teich, Unified Manager; Greg Duggan, Deputy Town Manager; Russ
9 Miller; Jeffrey Kershner; Wayne Phelps; Barbara Higgins; Ken Arms; Rich Maggiani; Peggy Pearson;
10 Margaret Smith; Mary Lou Hurley; Patty Davis; Colin Flanders, Essex Reporter.

11
12 Mr. Levy called the meeting to order at 7:00 p.m.

13
14 **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

15
16 Mr. Levy invited those present to join him in reciting the "Pledge of Allegiance."
17

18 **AGENDA ADDITIONS/CHANGES**

19
20 Mr. Duggan provided the following additions to the Agenda: minute corrections/additions from Ms.
21 Wrenner for Business Item 5.c. Minutes.

22
23 **MICHAEL PLAGEMAN MOVED AND IRENE WRENNER SECONDED A MOTION TO**
24 **APPROVE THE AGENDA. THE MOTION PASSED 5-0.**

25
26 **PUBLIC TO BE HEARD**

27
28 Ms. Barbara Higgins was concerned that the current path to consolidation was going to take another
29 seven to ten years. She was in favor of making the community one now and thought the real problem
30 was budgetary. She suggested holding an advisory vote with a tax stabilization plan and was opposed to
31 a memorandum of understanding and the current path of merging slowly because they were losing
32 momentum from the community.

33
34 Mr. Rich Maggiani was pleased that many departments have been merged, but understood that the hard
35 ones are left. He was in favor of a ten-member board with five members from the Town outside the
36 Village (TOV) and five members from the Town inside the Village (TIV). He felt the charter change
37 approval by the legislature would not take long and that having a less-divisive structure in Essex was
38 long overdue.

39
40 Ms. Margaret Smith thanked Mr. Levy for his Usual Admonition to area businesses regarding oversight
41 with liquor licenses. She reminded residents that it was Lyme season and suggested there be a banner
42 placed in the community to educate people on tick awareness. She was also in favor of a ten-member
43 board with five TOV members and five TIV members since she feels it has never been a two-way street
44 between the communities.

45
46 **BUSINESS ITEMS**

47
48 **Reappointments to Boards, Committees, and Commissions**

50 The issue is appointing volunteers to open board, commission, and committee vacancies. Mr. Levy
51 passed the gavel to Mr. Plageman and recused himself from the discussion and vote. Mr. Levy left the
52 room until the discussion was finished.

53
54 **ELAINE SOPCHAK MOVED AND IRENE WRENNER SECONDED A MOTION TO**
55 **APPOINT MAX LEVY AS THE ALTERNATE REPRESENTATIVE TO THE CHITTENDEN**
56 **SOLID WASTE DISTRICT. THE MOTION PASSED 4-0.**

57
58 Mr. Levy returned to the room.

59
60 **MICHAEL PLAGEMAN MOVED AND ELAINE SOPCHAK SECONDED A MOTION TO**
61 **APPOINT DANA HANLEY AS THE PLANNING ADVISORY COMMITTEE**
62 **REPRESENTATIVE FOR THE CHITTENDEN COUNTY REGIONAL PLANNING**
63 **COMMISSION. THE MOTION PASSED 5-0.**

64
65 **ANDREW WATTS MOVED AND IRENE WRENNER SECONDED A MOTION TO APPOINT**
66 **DARREN SCHIBLER AS THE PLANNING ADVISORY COMMITTEE ALTERNATE**
67 **REPRESENTATIVE FOR THE CHITTENDEN COUNTY REGIONAL PLANNING**
68 **COMMISSION. THE MOTION PASSED 5-0.**

69
70 **Reducing the Length of Selectboard Minutes -Greg Duggan**

71
72 Mr. Duggan introduced the issue of whether the Selectboard (SB) will adjust the content of its minutes
73 going forward by accepting shorter minutes.

74
75 Ms. Wrenner thought the quality of the minutes mattered more than the quantity. She felt that minutes
76 should be fair and that enough information about each person's opinion should be included. She also
77 believed that the minutes should stand alone as something people can use to understand what happened
78 at a meeting. She would like to have all the salient points included in the minutes.

79
80 Ms. Sopchak was in favor of more succinct minutes that capture the spirit of the conversation and was
81 opposed to verbatim minutes. She thought the public most commonly used minutes for information
82 about the meeting, but if further information is needed, there are many ways to listen to and watch the
83 meetings. She didn't think extensive corrections were necessary and that formal information could be
84 attached or found online.

85
86 Mr. Watts suggested placing any formal information or more detailed opinions on the Reading File. He
87 was fine with the staff's recommendation for the minutes, but was concerned about losing individual
88 opinions. Mr. Watts was happy with the way his words were being summarized, and if the intent is
89 wrong, he will correct it.

90
91 Mr. Plageman believed that a synopsis of the topic is adequate. He thought that they spend a lot of time
92 on grammatical errors, and he liked Mr. Watt's idea of posting more detailed opinions in the Reading
93 File. Ms. Wrenner clarified that grammatical errors are handed to the Recording Secretary. She noted
94 that when the minutes have been more verbatim, there have been less mistakes. Ms. Sopchak added
95 that minutes are not meant to memorialize the board members, but are meant to summarize the actions
96 and salient points during the meeting, regardless of who made the point, and Mr. Plageman agreed.

97
98 Mr. Levy agreed to having minutes be more succinct and more of a summary. He proposed putting the

99 minutes on the Consent Agenda. Ms. Sopchak stated that this was the Trustee's practice and it made the
100 process very simple. Staff clarified for Ms. Wrenner that State Statute is silent on how to approve
101 minutes. Mr. Watts was not in favor of Mr. Levy's idea because he thought that the minutes would be
102 pulled out of the Consent Agenda at every meeting.

103
104 It was confirmed for Ms. Higgins that the minutes are available online in perpetuity. Ms. Higgins likes
105 knowing the views from each of the members and stated that it was helpful to have an idea of what the
106 meeting was about from the minutes instead of watching or listening to an hour of videotape.

107
108 Ms. Patty Davis felt that the minutes could be more succinct if members were more united.

109
110 Mr. Maggiani was concerned that shortening the minutes could mean losing valuable information about
111 the issues between the communities that have been contentious for a long time.

112
113 Ms. Marylou Hurley believed that not taking complete minutes defeats the purpose of having a public
114 record.

115
116 Ms. Peggy Pearson wants to be able to read how each member arrives at each vote, and it was
117 important for her to know who thinks the same as she does on issues. She added that what is
118 compatible for technology now, may not be in 50 years, which is not the case for the written word.

119
120 Ms. Margaret Smith stated that it is quicker to read the minutes than to sit through an hour of video.
121 She wondered who decides what are the salient pieces of the discussion. Mr. Levy stated that members
122 modify the minutes as necessary.

123
124 Ms. Wrenner gave an example of when Mr. Lutz, at a past meeting, used minutes as a reference in his
125 presentation. She stated that using links to videos doesn't compare. Mr. Duggan confirmed for Ms.
126 Sopchak that he would look into why the website is not user-friendly with posted minutes.

127
128 With regard to judging the minutes, Mr. Levy suggested a check and adjust for the next few sets of
129 minutes. Mr. Watts thought the issue was that there were many additions to the minutes, and Mr. Levy
130 agreed. Ms. Wrenner stated that she is not willing to go with shorter minutes and will add corrections as
131 needed. Mr. Teich was hearing from the discussion that the members want a more succinct summary
132 that includes the positions from the members as well as the motions.

133

134

135

136 **MICHAEL PLAGEMAN MOVED AND ANDREW WATTS SECONDED A MOTION TO**
137 **DIRECT STAFF AND THE RECORDING SECRETARY TO USE THEIR BEST EFFORTS TO**
138 **SUCCINTLY RECORD THE SALIENT POINTS OF ALL TOPICS IN A MEETING AND DO**
139 **SO FROM THIS POINT FORWARD FOR THE SELECTBOARD TO REVIEW CONTENT**
140 **AND COMPLETENESS.**

141

142 Ms. Wrenner thought that Essex is unique with a larger population (21,000 residents) than most towns
143 and is dealing with some "sticky" issues. Ms. Sopchak didn't think Essex was different from other
144 communities with regard to issues and the ability to record the actions of the board. She gave the
145 example of South Burlington, which has 20,000 residents and has lengthy board meetings.

146

147 Mr. Plageman agreed with Ms. Wrenner that there are difficult topics Essex is dealing with and stated

148 that his motion states that they will try to continue with the quality of minutes, while working on the
149 quantity.

150
151 **THE MOTION PASSED 5-0.**

152
153 **Minutes: March 13, 2018; May 7, 2018; May 14, 2018**

154
155 **IRENE WRENNER MOVED AND MICHAEL PLAGEMAN SECONDED A MOTION TO**
156 **APPROVE THE MINUTES OF MARCH 13, 2018 WITH THE FOLLOWING CORRECTIONS:**

157
158 Page 1: After "*TRUSTEES*" add "*OR THE ESSEX SELECTBOARD*", add "Sue Cook" after "Andy
159 Watts", strike "was". After "Sopchak" add ",", After "Selectboard" add ",". Page 2: After "comment"
160 add "on each topic". After "merger" add "Irene Wrenner asked for and received clarification that
161 Budget to Ballot would not be a topic on 3/24."

162
163 **THE MOTION PASSED 5-0.**

164
165 **IRENE WRENNER MOVED AND ANDREW WATTS SECONDED A MOTION TO APPROVE**
166 **THE MINUTES OF MAY 7, 2018 WITH THE FOLLOWING CORRECTIONS:**

167
168 Line 41: After "minutes" add "of April 2nd". Line 45: Replace "approval of the" with "approval of
169 specific", after "not a", add "general", before "minutes" add "process of handling". Line 49: Replace
170 "interview" with "Interview". Line 73: After "immediately," add "That could be accomplished with a
171 TOV overlay district." Line 94: Replace "equal" with "district". Line 98: Replace "that there was no
172 knowledge of this at the time of the petition" with "that the people who put out the petition did not
173 know about such changes proposed by the legislature." Line 107: Replace "Kraus" with "Krause". Line
174 110: Add "She agreed with Mr. Jesse.". Line 112: Replace "their" with "TOV". Line 120: After "done"
175 add "about representation". Line 121: Replace "hear from" with "be heard by". Line 198: Strike the ",".
176 Line 238: After "1" add ",". Line 309: Replace "a liquor hearing" with "clarification of the Town's
177 jurisdiction on the Town's liquor hearings."

178
179 **THE MOTION PASSED 5-0.**

180
181 **IRENE WRENNER MOVED AND MICHAEL PLAGEMAN SECONDED A MOTION TO**
182 **APPROVE THE MINUTES OF MAY 14, 2018 WITH THE FOLLOWING CORRECTIONS:**

183
184 Line 18: After "the" add "Trustee". Line 20: After "the" add "Selectboard". Line 35: Replace "3" with
185 "5". Line 37: After "GUESTS" add ",". Line 124: Replace "public works" with "Public Works". Line
186 209: Replace "and" with "an". Line 220: Replace "she felt that a tie breaker gives" with "an at-large
187 seat would give". Line 223: After "step," add "Ms. Wrenner liked how elevating all 10 members would
188 address appointment issues in the Thoughtful Growth In Action process. Line 232: Replace "would
189 also have to be aligned" with "and departments that currently serve the TOV are overdue in being
190 recognized with appropriate representation." Line 237: Before "provision" add "sunset", replace
191 "things don't" with "unification doesn't". Line 239: Replace "this" with "it", replace "so that there are"
192 with "to have". Line 253: Replace "Watt's" with "Watts".

193
194 **THE MOTION PASSED 5-0.**

195
196 **CONSENT ITEMS**

197

198 **IRENE WRENNER MOVED AND ANDREW WATTS SECONDED A MOTION TO APPROVE**
199 **THE CONSENT AGENDA WITH SELECTBOARD MEMBER COMMENTS.**

200

201 a. Check Warrants: May 11, 2018; May 18, 2018

202 b. Memo to Selectboard from Travis Sabataso re: Meeting Schedules and Events

203 c. Selectboard Goals, Objectives, and Radar List of Work Items

204

205 **Mr. Watts wondered if it was necessary to have b. and c. as Consent Items on every Agenda. After**
206 **discussion, the members agreed to include b. on every agenda and c. on a quarterly basis.**

207

208 **THE MOTION PASSED 5-0.**

209

210 **READING FILE**

211

212 a. Board member comments

213 **Staff clarified for Mr. Watts that “Board Member Comments” was a place on the Agenda for**
214 **members to comment on anything not on the Agenda.**

215 b. Memo from Dennis Lutz re: Annie Costandi receiving Green Mountain Environment
216 Association Award

217 c. Memo from Travis Sabataso re: Audit Report and proof of 501(c)(3) certification from Essex
218 Jericho Underhill Ecumenical Ministry

219 d. Memo from Dennis Lutz re: Final Status Report on Town Winter Operations through May 10,
220 2018

221 **Mr. Plageman commended Mr. Lutz for his work on the Winter Operations Plan. Mr. Levy**
222 **thanked Ms. Costandi for her work as well.**

223 e. Memo from Greg Duggan re: Update about firearms ordinance facilitation plan

224 **Mr. Duggan reviewed the schedule for this issue with Mr. Plageman and the time constraints in**
225 **order to get a recommendation to the SB. The kick-off event will occur on June 5th. Mr. Duggan**
226 **agreed to keep Mr. Plageman updated on the different events. Mr. Levy suggested adding these**
227 **events to the list of meetings under 6.b.**

228 f. Agenda for Presentation by Amanda Eldridge and 8th Grade Social Studies Students from
229 Albert D. Lawton School on Good Governance Project

230 **Mr. Teich explained that attendance to this event is voluntary, but that it was warned in case**
231 **there is a quorum in attendance.**

232 g. Memo from Conservation and Trails Committee re: Green Mountain Power - Essex
233 Solar/Storage LLC proposed project

234 h. Memo from Sarah Macy re: Insurance Review

235 i. Vermont League of Cities & Towns Town Fair 2018

236 **Mr. Plageman asked Mr. Teich to go out to bid in the future so the Town can compare bids and**
237 **know what they are getting for insurance from the Property and Casualty Intermunicipal Fund.**

238 j. Email from Andy Watts re: Human Services Process

239 **Ms. Sopchak thanked Mr. Watts for providing this matrix to rank criteria for the 1%**
240 **contribution. Mr. Teich suggested having a reserve fund for money that is leftover from the 1%**
241 **as not to practice giving money to people who have not requested it. The money in the reserve**
242 **could be used the following year for the same purpose.**

243

244 **IRENE WRENNER MOVED AND MICHAEL PLAGEMAN SECONDED A MOTION TO**
245 **ADJOURN AT 8:48 P.M. THE MOTION PASSED 5-0.**

SELECTBOARD

May 21, 2018

246
247
248
249
250
251
252
253
254
255
256
257
258
259
260
261
262
263
264
265
266

Respectfully submitted,

Saramichelle Stultz
Recording Secretary

Approved this _____ day of _____, 2018

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

Elaine H. Sopchak, Clerk, Selectboard

(THESE MINUTES ARE SUBJECT TO CHANGE AT THE NEXT SELECTBOARD 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
May 21, 2018**

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

ADMINISTRATION: Darby Mayville, Community Relations/Economic Development Assistant

1. CALL TO ORDER

Raj called the meeting to order at 6 PM.

2. MINUTES REVIEW

MOTION BY JUD, SECOND BY PHOEBE TO ACCEPT APRIL MEETING MINUTES. ALL IN FAVOR, MOTION PASSED.

3. FARMERS MARKET UPDATE

Micah said that the Farmers Market is set to begin the Bicycle Benefits program, and that \$2 coupons have been donated for participants. The bicycle benefits stickers will be sold at the Market information booth.

Raj will check with Public Works Superintendent Rick Jones to see if a bike corral can be constructed, as well as to determine if the additional pedestrian crossing area for the Market is still a possibility.

Raj encouraged all members to spread the word about the bike and pedestrian amenities available at the market. He said that he would reach out to the Cowbell Bike Shop to see if they would be interested in coming to the market to do mobile bike repairs.

4. AGENCY OF NATURAL RESOURCES (ANR) PATH

The committee reviewed the plans for this project, which had been scoped by a group of Senior UVM engineering students a few years ago. Phoebe noted that this project could have been overdesigned due to the academic requirements of the capstone project. The group will try to determine what would be needed for this path to be a possibility at their group ride.

Jeff said that he would try to get the PowerPoint presentation for this project from a professor at UVM.

Raj will let the Capital Committee know that the BWAC is interested in this project.

5. VTRANS GRANT

Darby showed the BWAC a grant for bike and pedestrian improvements issued by the state of Vermont. All agreed that blinking crosswalks or other pedestrian improvements would be a good use for this grant.

6. BIKE REPAIR STATION

Darby encouraged the committee to take pictures of the station for social media. Jake Tran, owner of Nest Café, will be making a plaque for the station.

7. BWAC GROUP RIDE

This will be scheduled for June 4th. During this ride, BWAC members will do the following:

- Reevaluate short, medium, and long-term goals.
- Look for potential locations for flashing crosswalks.
- Look for areas where signage needs to be improved.
- Look at the ANR path.

8. PUBLIC INPUT

None.

9. NEXT MEETING

The next meeting will be held on June 18 at 6 PM. The July meeting will be held on July 23 at 6 PM.

10. ADJOURNMENT

MOTION BY JEFF, SECOND BY MICAH TO ADJOURN THE MEETING. MEETING ADJOURNED AT 6:49 PM.

Respectfully submitted, Darby Mayville.

Champlain Valley Exposition Events for Village of Essex Junction										
List of Waivers requested from Town Manager on May 25th, 2018 For Monitored Events										
Date	Event	Level of Waiver Requested	A	B	C	Expected Hours	Start	Finish		
6/9/2018	American Cancer Society Relay for Life			X		12:00pm	12:00pm	12:00am		
8/3 - 8/5/18	Wolfsgart Camping (Overnight Events)			X		8:00pm	8:00pm	8:00am		
8/24/2018	Concert - Old Dominion			X		7:00pm	7:00pm	11:30pm		
8/25/2018	Concert - Gabriel "Fluffy" Iglesias			X		7:00pm	7:00pm	11:30pm		
8/26/2018	Monster Trucks			X		7:00pm	7:00pm	11:30pm		
8/28/2018	Concert - Tribute Band			X		7:00pm	7:00pm	11:30pm		
8/29/2018	Figure 8 Racing			X		6:30pm	6:30pm	11:30pm		
8/30/2018	Demo Derby			X		7:00pm	7:00pm	11:30pm		
8/31/2018	Concert - Rick Springfield			X		7:00pm	7:00pm	11:30pm		
9/1/2018	Moto Cross Event			X		7:00pm	7:00pm	11:30pm		
9/2/2018	Concert - Billy Currington			X		7:00pm	7:00pm	11:30pm		

Total Number of Waivers Requested

11

State of Vermont
Northwest Regional Construction Office
189 Troy Ave
Colchester, VT 05446
vtrans.vermont.gov

Agency of Transportation
Highway Division

RECEIVED

MAY 29 2018

[phone] 802-654-0726
[fax] 802-654-0793

Village of Essex Junction

May 24, 2018

TO: TOWN SELECTBOARDS, VILLAGE TRUSTEES, AND MUNICIPAL MANAGERS

Please forward this letter to the appropriate road maintenance person in your municipality, as it contains information pertaining to center line pavement markings on Class 1 and Class 2 highways.

The Vermont Agency of Transportation (VTrans) is required by 19 V.S.A. Section 311 to mark all paved Class 1 and Class 2 highways with painted center lines. VTrans contractors and staff will endeavor to mark all paved Class 1 and Class 2 highways with painted center lines this season. The painting season runs through October 26, 2018, so please plan accordingly.

To schedule this work as efficiently as possible, VTrans needs to know which roads in your municipality are scheduled for repair and/or retreatment as early as possible. This will improve scheduling of equipment and help avoid unnecessary painting of roads prior to scheduled resurfacing.

Please email your schedule for repair and retreatment of Class 1 and Class 2 highways to Chris Lavalette as soon as possible. All questions during the painting season should be directed to Chris.

Chris Lavalette: Chris.Lavalette@vermont.gov
802-371-9797

Please include the Town Name, Town Highway number, length of work to be done, and the anticipated completion date for all planned work.

Should you fail to inform us of your road repairs and/or retreatment schedules promptly, scheduling constraints may not allow us to return to stripe your road(s) after such work is completed. In this case, your municipality could be required to hire its own contractor to complete the pavement markings.

We appreciate your attention to this request and thank you in advance for your prompt cooperation.

Sincerely,



Chris Lavalette
Resident Engineer



**Highway Division/Construction & Materials Bureau/Regional Section
Emergency Contact & 511 Information
Input Form**

Instructions: Tab Through Form, completing all Gray fields that apply. When Complete please send an electronic version to your Regional office.					
<input checked="" type="checkbox"/> Initial		<input type="checkbox"/> Revised	<input type="checkbox"/> Final	Date Submitted: 5/25/2018	
Project Name & Number:		Statewide - Northwest region STPG Mark (311)			
Resident Engineer:		Name	Chris Lavalette	Field Office #	
		Cell #	(802) 371-9797	Fax #	
		Pager #		Reg Office #	(802) 654-0726
Project Field Office Address:					
Description of Project:		Line striping			
State Route, Interstate, or Bridge Number(s)		Various			
Location Specifics: Use a MM, Exit No., or other identifier when possible. Include Town or City.		Northwest Region			
Lane Closure or Roadway Restrictions:		mobil package			
Type of Detour (Choose One)		All Traffic		Cars Only	
		Trucks Only		Other	
Details & Specifics:					
Duration of Construction or Restriction(s)		Anticipated Begin Date	TBD	Anticipated End Date	TBD
Days of Operation (including weekends)					
Hours of Operation (specify day or night hours)					
Traffic Control or Restrictions In-Place Please check all that apply with an "X"		Flaggers		Temporary Signal	
		Speed Enforcement		Other	
Delay Status (Choose One)		Short		Long	
Regional Construction Engineer		Name	Douglas Bonneau		
Contact Information		Cell #	(802) 522-6096	Regional Office	(802) 654-0726
Construction and Materials Bureau Director		Jeremy Reed (802) 828-2593 (Main Desk)			
Name & Address of Contractor		Hi Way Safety Systems - 9 Rockview Way, Rockland MA 02370			
Superintendent		Name	Sabrina Melchionno	Contact #	781-635-5432
Emergency Contact Information (after hours)		Name	Kevin Emsley	Contact #	864-940-5937
Contractors Competent Person		Name	Kevin Emsley	Contact #	864-940-5937
Contractors Safety Officer		Name	Brett Wheeler	Contact #	781-982-9229
Public Relations Contact		Name	Sabrina Melchionno	Contact #	781-635-5432
Miscellaneous Information					
<p>Any changes during the course of the project should be directed to the Transportation Management Center at: AOT.HWYMOBTMC@vermont.gov. Contact the TMC: 828-2648 if you have questions. Please send an electronic version to the Regional Office</p>					
Distribution List:					
Municipality (Town or City): Various NW Region		DMV - Oversized Permits Section:		donna.carle@vermont.gov	
Traffic Management Center: AOT.HWYMOBTMC@vermont.gov				megan.white@vermont.gov	
Operations Maintenance District(s): #5 & 8				emily.barber@vermont.gov	
Regional Office Project File					
Other:					

(This Email is for Distribution Purposes ONLY)

Vermont's fastest-growing towns: A look at where and why

ART WOOLF, Special to the Free Press Published 9:11 a.m. ET June 7, 2018 | Updated 5:24 p.m. ET June 7, 2018

Vermont's population was virtually unchanged in 2017 and less than it was in 2010.

But, according to a recent U.S. Census Bureau release, there are pockets of population growth in the state, and most of them are in the greater Burlington area. That area encompasses Chittenden County and parts of Franklin, Addison, Washington, and Lamoille counties.

Outside of that area, only a few Vermont towns have experienced much growth in the last year or since 2010. Jay and Newport Town are among those, most likely due to the big expansion at the Jay Peak ski area.

But other than those, only towns within a 50-mile radius of Burlington saw any significant population growth.

Essex Junction gets the prize for the fastest-growing town in the Burlington area, growing by 2.9 percent last year and 15.2 percent since 2010. Essex Town also grew and was one of the state's fastest-growing towns since 2010. If Essex Junction and Essex Town were to combine, it would be the second-largest community in the state, second only to Burlington.

South Burlington, the fourth-fastest-growing community in the greater Burlington area, is currently the second largest in Vermont, with a population larger than Rutland City.

It's not surprising that some of these larger towns close to Burlington also exhibited relatively rapid growth last year, as did Milton and Williston. Both of those towns, especially Williston, have grown at a rapid pace since 2010.

Colchester is large and close to Burlington, but is an exception to that pattern. It lost population in 2017 and has experienced very little growth since 2010.

Other Chittenden County towns experienced very little growth. Shelburne and Charlotte, the two highest-income towns in the area, saw virtually no change in their populations last year. Since 2010, Charlotte has not grown, although Shelburne has. Other traditional rural-suburban Chittenden County towns, such as Underhill, Jericho, and Richmond, have also seen virtually no population growth since 2010.

Williston has seen relatively rapid population growth compared to other Vermont towns since 2010, fueled in part by new housing. Here is an artist's rendering of Cottonwood Crossing in Williston. (Photo: COURTESY OF TOWN OF WILLISTON)

Some of the faster-growing towns in the area are somewhat distant from the job center in Burlington. Over the last seven years, towns such as Fletcher, Fairfax, St. Albans Town, Monkton, Cambridge, and Georgia have grown relatively rapidly. One explanation for that could be cheaper housing prices than towns closer to Burlington.

Burlington, the economic hub of the county and state, continued its long-run population stagnation. It experienced a small population decline last year and has fewer residents today than in 2010. That's not surprising. From 1970 through 2017, nearly half a century, Burlington's population has increased by less than 10 percent. Over that same period, Chittenden County's population has increased by nearly two-thirds. The construction of 300 housing units in the new downtown redevelopment may be a start to reversing Burlington's population stagnation.

Winooski fared a bit differently, with some growth last year, but it has virtually the same number of people as it did at the time of the 2010 Census. That's pretty much the same story as all of Vermont's traditional cities, including St. Albans City, Middlebury, St. Johnsbury, Brattleboro, Bennington, Rutland, and others. Like Burlington, Vermont's traditional cities have experienced no population growth for decades, and many have seen population declines.

Although some towns in and around Chittenden County are growing, that's not true for most of Vermont's towns. In 2017 only 114 towns had more people than in 2016. Since 2010, only 100 towns have grown. Only 60 Vermont towns experienced growth faster than the U.S. rate last year and only 11 since 2010. Only two of those, Newport Town and Jay, were outside of the Greater Burlington area.

Vermont's demographic changes are apparent just about everywhere in the state. Even towns with healthy, by Vermont standards, population growth, are below average by national standards. Attracting people to Vermont's cities, towns, and villages is a statewide problem.

Population Change in the Burlington Area

	2017		2016-17 Change		2010-17 Change		2017		2016-17 Change		2010-17 Change	
	Population	Percent	Number	Percent	Number	Percent	Population	Percent	Number	Percent	Number	Percent
Essex Jct	10,691		305	2.9%	1,410	15.2%	Westford		5	0.2%	72	3.6%
Stowe	4,472		68	1.5%	156	3.6%	Huntington		2	0.1%	48	2.5%
Milton	10,940		141	1.3%	571	5.5%	Georgia		4	0.1%	198	4.4%
South Burlington	19,141		221	1.2%	1,193	6.6%	Shelburne		6	0.1%	580	8.1%
Winooski	7,237		80	1.1%	-29	-0.4%	Fairfield		1	0.1%	19	1.0%
Johnson	3,614		38	1.1%	154	4.5%	Underhill		1	0.0%	49	1.6%
Fletcher	1,334		14	1.1%	53	4.1%	Bolton		0	0.0%	0	0.0%
St. George	718		7	1.0%	21	3.0%	Jericho		-2	0.0%	38	0.8%
Williston	9,637		79	0.8%	932	10.7%	Hinesburg		-2	0.0%	159	3.6%
Fairfax	4,669		38	0.8%	374	8.7%	Highgate		-2	-0.1%	114	3.2%
South Hero	1,611		13	0.8%	-13	-0.8%	Colchester		-21	-0.1%	179	1.0%
Essex Town	10,828		75	0.7%	474	4.6%	Burlington		-53	-0.1%	-191	-0.5%
St. Albans Town	6,442		39	0.6%	412	6.8%	Morristown		-9	-0.2%	193	3.7%
Chittenden Cnty	162,372		850	0.5%	5,620	3.6%	Middlebury		-19	-0.2%	105	1.2%
Grand Isle	2,057		9	0.4%	-1	0.0%	Starksboro		-4	-0.2%	-12	-0.7%
Richmond	4,140		18	0.4%	54	1.3%	Vermont		303	0.0%	-2,185	-0.3%
Monkton	2,080		9	0.4%	105	5.3%	Charlotte		-12	-0.3%	58	1.5%
Waterbury	5,142		19	0.4%	70	1.4%	St. Albans City		-27	-0.4%	-125	-1.8%
Cambridge	3,838		13	0.3%	167	4.5%	Ferrisburgh		-12	-0.4%	-55	-2.0%
Swanton	6,543		17	0.3%	118	1.8%	Vergennes		-36	-1.4%	-81	-3.1%

Source: Census Bureau

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES & PLANNING COMMISSION
JOINT WORK SESSION
MINUTES OF MEETING
May 17, 2018**

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

PLANNING COMMISSION: David Nistico (Chair), Diane Clemens, Amber Thibeault, John Alden, Joe Weith. (Steve Shaw and Andrew Boutin were absent.)

ADMINISTRATION: Robin Pierce, Development Director.

OTHERS PRESENT: Greg Duggan, Irene Wrenner, Anne Whyte, Linda McKenna, Paula DiMichele, Greg Morgan, Regina Mahony.

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

Village President, George Tyler, opened the joint work session with the Planning Commission at 6:30 PM.

2. AGENDA CHANGES/APPROVAL

There were no changes to the agenda.

3. PRESENTATION: The Economics of Development

Regina Mahony, Regional Planning, gave a presentation on the economics of development highlighting the following:

- Regional Planning tracks housing in the region from the perspective of economic development, transportation, regional planning, education, public health.
- The objective is to continue growth where there is existing infrastructure and prevent sprawl (have 80% of growth in the planned growth areas). The goal is to build 700 units per year or 3,000 homes over five years with 20% of that number being affordable housing.
- Spending less than 30% of income on housing is deemed affordable. One third of homeowners spend more than this amount and over half of renters spend more than this amount.
- In 2014, 64% of employees in the county lived in the county. Regional Planning seeks to get the percentage back to 75%.
- Household size is shrinking to less than 2.4 people.
- Vacancy rate between 3% and 5% is healthy for Chittenden County. The national rate has not dropped below 4%. The number of houses built in 2017 is less than the number built prior to that time.
- Construction costs are high in Vermont due to land, labor, materials, heat/cooling, permitting, and contaminated soil costs. The cost of building housing is \$256,000 per unit for a 60 unit project. Building affordable units is difficult to achieve.
- Incentives in support of building affordable housing include a density bonus for the project, easing dimensional standards (setbacks) or parking requirements, having a master plan for the development, having inclusionary zoning in place,

establishing a local housing trust fund. Other ideas to help provide affordable housing include building on municipally owned land, reducing permit fees, reducing infrastructure costs, having TIF districts, neighborhood development areas, and tax stabilization.

- The numbers must work for developers to build.

COMMENTS

Linda McKenna, resident, asked when quality of living or the environment is considered. Regina Mahony said the regulations are clear as to what the community wants and in defining development that fits in the scale and character of the community.

Andrew Brown asked if the incentives for affordable housing are working. Robin Pierce said the village had one proposal that received an extra unit as a bonus. Only one proposal was submitted in the Neighborhood Designation district and that included affordable housing.

John Alden said goals on what is wanted for affordable housing should be set and then determine if the incentives that are in place are working. Robin Pierce said there is a decent percentage of affordable housing included in the development proposal on the McEwing lot. Research is showing young professionals want smaller units closer to the downtown area so developers are building smaller units with other amenities in the building.

Andrew Brown said the average family does not want a studio apartment. Affordable housing is needed for families.

Elaine Sopchak said people need to be made more aware of the opportunities for affordable housing such as the Village Center Designation, tax stabilization, accessory dwelling units.

Regina Mahony said a housing needs assessment can be done for a frame of reference on what exists and what is needed for housing units. Affordable housing for the elderly as well as for young families is needed. Dan Kerin said jobs paying a livable wage are also needed. The permitting process which is onerous is a deterrent to companies. Vermont ranks 5th in startup businesses nationally, but last in retaining them.

Anne Whyte, resident, mentioned the effects of development on a neighborhood as a result of Planning Commission decisions, but there is no clear path to fix problems that result from the development. Ms. Whyte cited the crescent connector road that is supposed to mitigate congestion at Five Corners yet is shown in a proposal for development as more of an access road to the property. Robin Pierce pointed out the plan on the Regional Planning website is the accurate plan for the road. The proposal for development is simply a concept, not an actual plan at this point.

4. WORK SESSION: Discussion of Parking, Landscaping, and Other Issues***Parking***

George Tyler stated there is lack of parking in the Design Five Corners plan. John Alden said the premise of Design Five Corners is as density is increased in the downtown area with more units closer together the cost per unit will come down and be more affordable. The units are located within walking distance of amenities. Design Five Corners is trying to pack in benefits per square foot into a smaller area and still have green space, parks, walkable streets, and development. Parking is an issue that needs to be addressed.

John Alden said based on feedback on what is being developed now adjustments are needed. Dan Kerin said enforcement must be done so streets are safe and people park where allowed.

There was mention Design Five Corners is not in the Land Development Code as yet to guide decisions. The village comprehensive plan is a guide for developers to see how the village wants to develop. Village staff tries to work with developers to meet the guidance in the comprehensive plan. The village needs to figure out a direction and do a better job of educating the public on this direction. If the municipality values green space then the municipality should create that green space and what is wanted for green space needs to be defined (i.e. a patch of lawn or a park).

Andrew Brown asked if the village is committing to doing Design Five Corners if the plan is in the comprehensive plan. David Nistico pointed out there is a cost to parking, parks, and amenities. Joe Weith said the actual parking and housing situation in the village is not known. Nor does the village know what is wanted. A parking committee and housing committee should be formed and charged with collecting data in the village and town on housing and parking. The committee should draft goals, objectives, and an action plan. Dave Nistico said there should be a timeline to complete the deliverables.

5. OTHER BUSINESS

The Planning Commission will look at making it easier for residents to have accessory dwellings as affordable housing. The regulations need to be clear and doable. Portions of the Land Development Code can be posted on the village website to help better inform the public.

6. ADJOURNMENT

With no further discussion and without objection the work session concluded at 8:30 PM.

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
May 22, 2018**

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

ADMINISTRATION: Evan Teich, Unified Manager; Darby Mayville, Community Relations Assistant; Jeff Kershner, Village Engineer; Jim Jutras, Water Quality Superintendent; Brad Luck, EJRP Director.

OTHERS PRESENT: Amanda Eldridge, ADL 8th Grade students, Max Levy, Steve Messier, Carol and Wendy Hale, Kristin Humbargar, Julie Miller-Johnson, Claudine Safar, Ed Adrian, Colin Flanders (Essex Reporter).

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

Village President, George Tyler, called the meeting to order at 6 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
None.

b) Presentation: Albert D. Lawton 8th Grade Social Studies Good Governance Projects
Amanda Eldridge, Social Studies teacher at ADL School, introduced the presentations on governance to be given by 8th Grade students in her Civics class. The Trustees heard three presentations emphasizing the principles of good governance (participation, transparency, equity) and discussing different governance structures (at large, districts, wards) and forms of government (council-manager, council-mayor).

4. OLD BUSINESS

None.

5. NEW BUSINESS

a) Annual Appointments by Unified Manager

Village Attorney

MOTION by George Tyler, **SECOND** by Lori Houghton, to approve the appointment by the Unified Manager of Claudine Safar with the firm of Monaghan, Safar and Ducham as Village Attorney effective June 1, 2018 through June 30, 2019.
VOTING: unanimous (5-0); motion carried.

Village Treasurer/Tax Collector/Clerk

MOTION by Elaine Sopchak, SECOND by Lori Houghton, to approve the appointment by the Unified Manager of Susan McNamara-Hill as Village Treasurer/Tax Collector/Clerk for the period July 1, 2018 through June 30, 2019. VOTING: unanimous (5-0); motion carried.

Village Fire Chief

MOTION by Elaine Sopchak, SECOND by Lori Houghton, to approve the appointment by the Unified Manager of Chris Gaboriault as Village Fire Chief for the period July 1, 2018 through June 30, 2019. VOTING: unanimous (5-0); motion carried.

Village Engineering Consultant

MOTION by Andrew Brown, SECOND by Dan Kerin, to approve the appointment by the Unified Manager of Hamlin Consulting Engineers as the Village Engineering Consultant for the period of July 1, 2018 through June 30, 2019. VOTING: unanimous (5-0); motion carried.

b) Landfill Leachate Treatment Agreements

Water Quality Superintendent, Jim Jutras, explained the recommendation to cancel the landfill leachate agreements with WSI Moretown, Coventry Landfill, and CV Landfill to free up capacity at the treatment plant. The agreements with Chittenden Solid Waste District and Myers should continue.

MOTION by Elaine Sopchak, SECOND by Andrew Brown, to approve renewal of the leachate treatment agreements with Chittenden Solid Waste District and Myers Container and not renew the agreements with Moretown, CV Landfill, and Coventry Landfill as recommended. VOTING: unanimous (5-0); motion carried.

c) Amendment to Encore Solar Net Metering Agreement

Jim Jutras explained the recommendation to revise the solar net metering agreement with Encore to include just the treatment plant and release the other accounts to the Sandhill solar agreement. Essex Junction is one of the largest producers of solar energy in the state and is taking advantage of all discounts that benefit the community. The treatment plant heat and power is solar generated.

MOTION by Andrew Brown, SECOND by Dan Kerin, to authorize the Unified Manager to sign Addendum #2 of the Encore Essex Junction Solar Agreement and add Lincoln Hall, Brownell Library, and other electric GMP accounts as needed to the Sandhill solar installation net metering agreement. VOTING: unanimous (5-0); motion carried.

d) Phosphorus Innovation Challenge Grant Program

Jim Jutras explained the limitation of the treatment plant with phosphorus recycling. Staff has been researching opportunities to remove excess nutrients without having to add

capacity and found a commercial descaling operation. The state is sponsoring grants for innovative programs.

Evan Teich said the permit is from the state and the state sets the rules. Phosphorus removal is coming. Phosphorus affects the lake. The treatment plant discharges into the Winooski River which drains into the lake. The charge is to figure out how to decrease the discharge from the treatment plant. The descaling operation is one step. If the hydroflow unit works at the treatment plant there could be other applications in streams or on farms.

MOTION by Lori Houghton, SECOND by Andrew Brown, to authorize staff to participate in the submission of an application to the Phosphorus Innovation Grant Program and the evaluation process then report back with updates on cost as well as progress of the application beyond the preliminary round of review. VOTING: 4 ayes, one recusal (Elaine Sopchak); motion carried.

e) Requests for 2018 SteAmfest

Kristin Humbargar and Julie Miller-Johnson explained the requests for notifying the businesses and residents on Railroad Avenue about the road closure for SteAmfest and the food truck alley.

Dan Kerin advised getting approval of the road closure from the Police Chief.

MOTION by Lori Houghton, SECOND by Dan Kerin, to support closure of Railroad Avenue for SteAmfest 2018 and ask the Unified Manager to handle the logistics of the street closure on September 22, 2018 from 8 AM to 5 PM for the Artist and Maker Market and on September 21, 2018 from 4 PM to 10 PM for the food truck alley with consultation with the Police Dept. and Fire Dept., and further, to provide village support in public notification of the street closure. VOTING: unanimous (5-0); motion carried.

f) Discuss Joint Meeting with Planning Commission

George Tyler reviewed the discussion at the joint work session with the Planning Commission that focused on affordable housing, greenspace, parking, development at Five Corners. Action should be taken on forming a housing needs committee and a parking committee. The committees would have a specific charge and a sunset date. The town would be included. The Trustees will further discuss the committees at the next Trustees meeting. Maura Collins could be invited to discuss the housing committee.

Evan Teich spoke of the need for workforce housing as well as affordable housing in the village to allow employees to be able to live in the village.

There was mention of the Trustees annual retreat and that many of the discussion items have been covered in the numerous joint meetings that have been held. Elaine Sopchak agreed advancements have been made on many items, but an assessment of the progress

should be done. Following further discussion there was agreement a mini-retreat or work session would be beneficial.

6. MANAGER'S REPORT

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

- June 12, 2018
- June 26, 2018
- July 10, 2018
- July 24, 2018
- August 14, 2018
- August 28, 2018
- September 11, 2018
- September 25, 2018

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

* June 7, 2018 @ 3 PM - Village Employee Appreciation Party

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

* August 22, 2018 @7 PM – Joint Meeting with Selectboard, 81 Main

b) Memorial Day Parade

Police, Public Works, Fire Dept., and members of the Village Administration will be working the parade.

c) Communications Alignment

Staff is working on communications alignment internally and externally. An in-service day is scheduled August 1, 2018 to discuss ways to improve communications and standardize policies. Publishing an employee newsletter is one idea.

7. TRUSTEES COMMENTS AND CONCERNS/READING FILE

a) Board Member Comments

- Andrew Brown mentioned revisiting the Noise Ordinance and waiver process by having a demonstration from the sound engineers of what a certain decibel level sounds like. Perhaps this could be done after the fair. Evan Teich suggested being present at a sound check at the fairgrounds during an event.
- Lori Houghton said CVE should be asked to better promote the local businesses during events at the fairgrounds.

b) Reading File

- Minutes
 - Essex Selectboard 4/25/18, 5/7/18

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) 5/8/18, 5/14/18**
- b) **Expense Warrant #17094, dated 5/4/18, in the amount of \$125,018.85.**
- c) **Expense Warrant #17095, dated 5/11/18, in the amount of \$100,520.05.**

d) Expense Warrant #17096, dated 5/18/18, in the amount of \$41,207.33.

e) FYE18 Budget Status Report as of 4/30/18.

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

9. EXECUTIVE SESSION

MOTION by George Tyler, SECOND by Dan Kerin, pursuant to the Open Meeting Law and 1VSA313(a)(2) to go into Executive Session to discuss a real estate matter where premature public knowledge would place the Village of Essex Junction at a substantial disadvantage, and to invite the Unified Manager to attend. VOTING: unanimous (5-0); motion carried.

Executive Session was convened at 8 PM.

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

Executive Session was adjourned and the regular meeting reconvened at 8:15 PM.

10. ADJOURNMENT

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

RScty: M.E.Riordan

05/25/18
10:36 am

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17097 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 05/24/18 To 05/25/18 & Fund 2

Page 1 of 9
Hpackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	05/07/18 ST-10W30 2735622	210-43110.626 GAS,GREASE AND OIL	38.99	16744	05/24/18
05290	ADVANCE AUTO PARTS	05/08/18 ST-GEAR OIL 2827376	210-43110.626 GAS,GREASE AND OIL	9.23	16744	05/24/18
05290	ADVANCE AUTO PARTS	05/14/18 ST-TIP CLEANER 3435854	210-43110.610 SUPPLIES	7.39	16744	05/24/18
05290	ADVANCE AUTO PARTS	05/15/18 ST-DETAILER 3535878	210-43110.610 SUPPLIES	6.89	16744	05/24/18
05290	ADVANCE AUTO PARTS	05/15/18 ST-BATTERY-GOLD 3547913	210-43110.432 VEHICLE MAINTENANCE	137.61	16744	05/24/18
05290	ADVANCE AUTO PARTS	05/15/18 ST-CABIN AIR FILTER 3547918	210-43110.432 VEHICLE MAINTENANCE	32.98	16744	05/24/18
05290	ADVANCE AUTO PARTS	05/15/18 ST-WASHER FLUID 3547922	210-43110.610 SUPPLIES	23.94	16744	05/24/18
05290	ADVANCE AUTO PARTS	05/15/18 ST-CAR SOAP 3552647	210-43110.610 SUPPLIES	45.55	16744	05/24/18
05290	ADVANCE AUTO PARTS	05/15/18 ST-FUEL HOSE CLAMP 3552651	210-43110.432 VEHICLE MAINTENANCE	15.02	16744	05/24/18
05290	ADVANCE AUTO PARTS	05/03/18 Shop Tools & Bus Parts 455281233	210-45220.434 MAINTENANCE-BUILDINGS/GRO	71.50	16744	05/24/18
25055	AQUARIUS LANDSCAPE SPRINK	05/07/18 ST-SPRING OPENING 542857	210-43161.002 MEMORIAL PARK	90.80	16749	05/24/18
00530	BRODART CO	05/10/18 BL-BOOKS B5323918	210-45551.641 JUVEN COLLECTION-PRNT & E	9.89	16754	05/24/18
00530	BRODART CO	05/10/18 BL-BOOKS B5323918	210-45551.610 SUPPLIES	0.90	16754	05/24/18
00530	BRODART CO	05/10/18 BF-BOOKS B5324071	210-49345.000 LIBRARY DONATION EXPENDIT	77.12	16754	05/24/18
00530	BRODART CO	05/11/18 BL-BOOKS B5325514	210-45551.641 JUVEN COLLECTION-PRNT & E	16.68	16754	05/24/18
00530	BRODART CO	05/11/18 BL-BOOKS B5325514	210-45551.610 SUPPLIES	0.90	16754	05/24/18
00530	BRODART CO	05/11/18 BF-BOOKS B5325574	210-49345.000 LIBRARY DONATION EXPENDIT	27.52	16754	05/24/18
00530	BRODART CO	05/15/18 BF-BOOKS B5329607	210-49345.000 LIBRARY DONATION EXPENDIT	18.50	16754	05/24/18
00530	BRODART CO	05/16/18 BL-BOOKS B5331104	210-45551.641 JUVEN COLLECTION-PRNT & E	13.16	16754	05/24/18
00530	BRODART CO	05/16/18 BL-BOOKS B5331104	210-45551.610 SUPPLIES	0.90	16754	05/24/18
00530	BRODART CO	05/16/18 BF-BOOKS B5331144	210-49345.000 LIBRARY DONATION EXPENDIT	16.29	16754	05/24/18
00530	BRODART CO	05/16/18 BL-BOOKS B5331506	210-45551.640 ADULT COLLECTION-PRINT &	77.70	16754	05/24/18
00530	BRODART CO	05/16/18 BL-BOOKS B5331506	210-45551.610 SUPPLIES	0.90	16754	05/24/18
00530	BRODART CO	05/18/18 BF-BOOKS B5333823	210-49345.000 LIBRARY DONATION EXPENDIT	16.85	16754	05/24/18
79941	BUSINESSCARD SERVICES	05/07/18 BL-MARCH NEWSPAPERS 040918A	210-45551.640 ADULT COLLECTION-PRINT &	31.80	16755	05/24/18

05/25/18

Town of Essex / Village of EJ Accounts Payable

Page 2 of 9

10:36 am

Check Warrant Report # 17097 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Hpackard

For Check Acct 01(GENERAL FUND) All check #s 05/24/18 To 05/25/18 & Fund 2

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
V9941	05/07/18	BUSINESSCARD SERVICES BL-COMPUTER REPLACEMENT 041018B	210-45551.677 COMPUTER REPLACEMENT	959.97	16755	05/24/18
V9941	05/07/18	BUSINESSCARD SERVICES BL-TRAINING 041018C	210-45551.500 TRAINING, CONFERENCES, DU	324.96	16755	05/24/18
V9941	05/07/18	BUSINESSCARD SERVICES BL-TRAINING 041018D	210-45551.500 TRAINING, CONFERENCES, DU	406.20	16755	05/24/18
V9941	05/07/18	BUSINESSCARD SERVICES AD-MEMORY CARD-CAMERA 041218F	210-41320.610 SUPPLIES	20.46	16755	05/24/18
V9941	05/07/18	BUSINESSCARD SERVICES AD-TRUSTEE MEETING 041718G	210-41320.560 TRUSTEES EXPENDITURES	16.06	16755	05/24/18
V9941	05/07/18	BUSINESSCARD SERVICES BL-VOLUNTEER GIFTS 041918G	210-45551.574 VOLUNTEER EXPENSES	385.40	16755	05/24/18
V9941	05/07/18	BUSINESSCARD SERVICES AD-DEVICE FOR TV 042018J	210-41320.610 SUPPLIES	179.99	16755	05/24/18
V9941	05/07/18	BUSINESSCARD SERVICES AD-MEETG W/PETER WELCH 042018K	210-41320.560 TRUSTEES EXPENDITURES	34.51	16755	05/24/18
V9941	05/07/18	BUSINESSCARD SERVICES AD/LH-TRUSTEES & LH SUPPL 042418L	210-41320.560 TRUSTEES EXPENDITURES	20.53	16755	05/24/18
V9941	05/07/18	BUSINESSCARD SERVICES AD/LH-TRUSTEES & LH SUPPL 042418L	210-41940.610 SUPPLIES	9.18	16755	05/24/18
V9941	05/07/18	BUSINESSCARD SERVICES CD-ECON DEV TRAINING 050418W	210-41320.500 TRAINING, CONFERENCES, DU	50.00	16755	05/24/18
21500	05/13/18	CANON FINANCIAL SERVICES AD-COPIER LEASE JUNE 18582671	210-41320.442 LEASED SERVICES	245.00	16758	05/24/18
V0455	05/07/18	CANON SOLUTIONS AMERICA AD-COPIES 4/7-5/6/2018 4025889384	210-41320.442 LEASED SERVICES	37.68	16759	05/24/18
V04609	05/01/18	CENTER POINT LARGE PRINT BL-BOOKS 1581222	210-45551.640 ADULT COLLECTION-PRINT &	93.48	16764	05/24/18
12435	05/13/18	CHITTENDEN COUNTY FIRE MU VF-TRAINING CLASS 051318D	210-42220.500 TRAINING, CONFERENCES, DU	390.00	16766	05/24/18
21210	05/01/18	CINTAS LOC # 68M 71 M ST-FIRST AID KIT 5010590949	210-43110.610 SUPPLIES	61.21	16767	05/24/18
21210	05/01/18	CINTAS LOC # 68M 71 M ST-WATER COOLER AGREEMT 9026025743	210-43110.610 SUPPLIES	100.00	16769	05/24/18
23525	04/27/18	CLARK'S TRUCK CENTER INC ST-FUEL TANK STEPS 403085	210-43110.432 VEHICLE MAINTENANCE	385.75	16770	05/24/18
23525	05/01/18	CLARK'S TRUCK CENTER INC ST-FILLER 403385	210-43110.432 VEHICLE MAINTENANCE	41.99	16770	05/24/18
23525	05/04/18	CLARK'S TRUCK CENTER INC ST-FUEL TANK STEPS 403539	210-43110.432 VEHICLE MAINTENANCE	124.98	16770	05/24/18
23525	05/07/18	CLARK'S TRUCK CENTER INC ST-STEP FUEL 403615	210-43110.432 VEHICLE MAINTENANCE	95.99	16770	05/24/18
23525	05/04/18	CLARK'S TRUCK CENTER INC ST-FUEL TANK STEPS CM403085	210-43110.432 VEHICLE MAINTENANCE	-385.75	16770	05/24/18
25120	05/03/18	CLICKTIME.COM Payroll Online 252670	210-45110.330 OTHER PROFESSIONAL SVCS	427.00	16773	05/24/18
38280	04/28/18	CRYSTAL ROCK BOTTLED WATE Water 042818D	210-45110.610 SUPPLIES	57.56	16775	05/24/18
38280	04/28/18	CRYSTAL ROCK BOTTLED WATE Maint. Water Cooler 042818D1	210-45220.610 SUPPLIES	12.00	16775	05/24/18

05/25/18

Town of Essex / Village of EJ Accounts Payable

Page 3 of 9

10:36 am

Check Warrant Report # 17097 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Hpackard

For Check Acct 01(GENERAL FUND) All check #s 05/24/18 To 05/25/18 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
01010	ESSEX AGWAY	05/02/18 ST-STRAW 325473	210-43110.616 GRAVEL, TOPSOIL	29.97	16782	05/24/18
01010	ESSEX AGWAY	05/04/18 ST-STRAW 325503	210-43110.616 GRAVEL, TOPSOIL	29.97	16782	05/24/18
01010	ESSEX AGWAY	05/07/18 ST-STRAW & GRASS SEED 325556	210-43110.616 GRAVEL, TOPSOIL	134.96	16782	05/24/18
01010	ESSEX AGWAY	05/07/18 ST-STRAW 325557	210-43110.616 GRAVEL, TOPSOIL	44.95	16782	05/24/18
05020	ESSEX JCT VILLAGE OF	04/24/18 Water/Sewer Maint Bldg 042418D	210-45220.410 WATER & SEWER CHARGES	705.79	16784	05/24/18
05020	ESSEX JCT VILLAGE OF	04/24/18 Water/Sewer Pool 042418D1	210-45220.410 WATER & SEWER CHARGES	562.02	16784	05/24/18
05020	ESSEX JCT VILLAGE OF	04/24/18 Water/Sewer Maint Bldg 042418D2	210-45220.410 WATER & SEWER CHARGES	23.56	16784	05/24/18
05020	ESSEX JCT VILLAGE OF	04/24/18 Water/Sewer Cascade 042418D3	210-45220.410 WATER & SEWER CHARGES	23.56	16784	05/24/18
41420	ESSEX PAINT & CARPET INC	04/30/18 ST-PAINT 7805	210-43110.610 SUPPLIES	45.98	16785	05/24/18
21150	FINDAWAY LLC	05/11/18 BL-BOOKS 254700	210-45551.640 ADULT COLLECTION-PRINT &	326.19	16788	05/24/18
21150	FINDAWAY LLC	05/15/18 BL-BOOKS 254905	210-45551.640 ADULT COLLECTION-PRINT &	59.99	16788	05/24/18
21150	FINDAWAY LLC	05/14/18 BL-LAUNCH PAD 46507	210-45551.640 ADULT COLLECTION-PRINT &	-134.99	16788	05/24/18
25920	FIRE PRO TEC INC	05/07/18 VF-EXTINGUISHER SERVICE 348495	210-42220.570 MAINTENANCE OTHER	29.50	16789	05/24/18
10705	GARDENERS SUPPLY CO INC	05/16/18 FW-STREET TREES 12481	210-43161.000 STREETSCAPE MAINT./IMP	476.00	16796	05/24/18
10705	GARDENERS SUPPLY CO INC	05/09/18 Potting Soil 533058	210-45220.610 SUPPLIES	15.98	16796	05/24/18
10705	GARDENERS SUPPLY CO INC	05/20/18 Flower Gardens 541961	210-45220.610 SUPPLIES	114.63	16796	05/24/18
34895	GAUTHIER TRUCKING, INC.	05/01/18 ST-11 JACKSON STREET 050118D	210-43110.565 RUBBISH REMOVAL	90.23	16797	05/24/18
34895	GAUTHIER TRUCKING, INC.	05/01/18 Trash Removal 1305776	210-45220.330 OTHER PROFESSIONAL SVCS	288.12	16797	05/24/18
V10733	GREEN MOUNTAIN EARTH CARE	05/03/18 ST-SOIL AMENDMENTS 2507	210-43161.000 STREETSCAPE MAINT./IMP	797.75	16803	05/24/18
07010	GREEN MOUNTAIN POWER CORP	05/01/18 Electricity 050918D	210-45220.622 ELECTRICAL SERVICE	179.04	16804	05/24/18
07010	GREEN MOUNTAIN POWER CORP	05/14/18 VA-MAY CONSOLIDATED BILL 05180206201	210-41940.622 ELECTRICAL SERVICE	482.00	16805	05/24/18
07010	GREEN MOUNTAIN POWER CORP	05/14/18 VA-MAY CONSOLIDATED BILL 05180206201	210-42220.622 ELECTRICAL SERVICE	482.00	16805	05/24/18
07010	GREEN MOUNTAIN POWER CORP	05/14/18 VA-MAY CONSOLIDATED BILL 05180206201	210-43110.622 ELECTRICAL SERVICE	293.83	16805	05/24/18
07010	GREEN MOUNTAIN POWER CORP	05/14/18 VA-MAY CONSOLIDATED BILL 05180206201	210-45551.622 ELECTRICAL SERVICE	1205.34	16805	05/24/18
07010	GREEN MOUNTAIN POWER CORP	05/14/18 VA-MAY CONSOLIDATED BILL 05180206201	210-43160.622 STREET LIGHTS - ELECTRICI	10111.98	16805	05/24/18

05/25/18
10:36 am

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17097 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 05/24/18 To 05/25/18 & Fund 2

Page 4 of 9
Hpackard

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
07010	05/14/18	GREEN MOUNTAIN POWER CORP VA-MAY CONSOLIDATED BILL	210-43123.622	666.85	16805	05/24/18
		05180206201	TRAFFIC LIGHTS - ELECTRIC			
V10658	05/01/18	HORSFORD GARDEN CENTER ST-TREES	210-43161.000	1350.00	16810	05/24/18
		241407302	STREETSCAPE MAINT./IMP			
19840	05/10/18	ID WHOLESALER SOUTH Pase Print Ink	210-45110.610	492.00	16811	05/24/18
		3290881	SUPPLIES			
V10407	05/02/18	KIMBALL MIDWEST ST-DISC	210-43110.610	28.99	16818	05/24/18
		6323997	SUPPLIES			
14025	05/10/18	LINCOLN NATIONAL LIFE INS VA-JUNE 2018-LINCOLN NATI	210-41320.210	140.20	16821	05/24/18
		051018D	HEALTH INS & OTHER BENEFIT			
14025	05/10/18	LINCOLN NATIONAL LIFE INS VA-JUNE 2018-LINCOLN NATI	210-43110.210	158.88	16821	05/24/18
		051018D	HEALTH INS & OTHER BENEFIT			
14025	05/10/18	LINCOLN NATIONAL LIFE INS VA-JUNE 2018-LINCOLN NATI	210-43151.210	24.77	16821	05/24/18
		051018D	HEALTH INS & OTHER BENEFIT			
14025	05/10/18	LINCOLN NATIONAL LIFE INS VA-JUNE 2018-LINCOLN NATI	210-45551.210	233.64	16821	05/24/18
		051018D	HEALTH INS & OTHER BENEFIT			
14025	05/10/18	LINCOLN NATIONAL LIFE INS VA-JUNE 2018-LINCOLN NATI	210-41970.210	93.46	16821	05/24/18
		051018D	HEALTH INS & OTHER BENEFIT			
14025	05/10/18	LINCOLN NATIONAL LIFE INS VA-JUNE 2018-LINCOLN NATI	210-41335.210	46.73	16821	05/24/18
		051018D	HEALTH INS & OTHER BENEFIT			
14025	05/10/18	LINCOLN NATIONAL LIFE INS VA-JUNE 2018-LINCOLN NATI	210-45110.210	190.40	16821	05/24/18
		051018D	HEALTH INS & OTHER BENEFIT			
14025	05/10/18	LINCOLN NATIONAL LIFE INS VA-JUNE 2018-LINCOLN NATI	210-45220.210	47.60	16821	05/24/18
		051018D	HEALTH INS & OTHER BENEFIT			
V10402	05/17/18	MAYVILLE/DARBY// CD-MILEAGE	210-41970.580	50.69	16826	05/24/18
		051718D	TRAVEL			
24620	05/07/18	MILTON RENTAL AND SALES ST-OIL VLV	210-43110.570	28.08	16830	05/24/18
		1560412	MAINTENANCE OTHER			
24960	05/15/18	NORTHEAST DELTA DENTAL VA-MAY 2018 DENTAL INSURN	210-41320.210	223.11	16836	05/24/18
		180515	HEALTH INS & OTHER BENEFIT			
24960	05/15/18	NORTHEAST DELTA DENTAL VA-MAY 2018 DENTAL INSURN	210-43110.210	252.85	16836	05/24/18
		180515	HEALTH INS & OTHER BENEFIT			
24960	05/15/18	NORTHEAST DELTA DENTAL VA-MAY 2018 DENTAL INSURN	210-43151.210	39.41	16836	05/24/18
		180515	HEALTH INS & OTHER BENEFIT			
24960	05/15/18	NORTHEAST DELTA DENTAL VA-MAY 2018 DENTAL INSURN	210-45551.210	446.21	16836	05/24/18
		180515	HEALTH INS & OTHER BENEFIT			
24960	05/15/18	NORTHEAST DELTA DENTAL VA-MAY 2018 DENTAL INSURN	210-41970.210	148.74	16836	05/24/18
		180515	HEALTH INS & OTHER BENEFIT			
24960	05/15/18	NORTHEAST DELTA DENTAL VA-MAY 2018 DENTAL INSURN	210-41335.210	74.37	16836	05/24/18
		180515	HEALTH INS & OTHER BENEFIT			
24960	05/15/18	NORTHEAST DELTA DENTAL VA-MAY 2018 DENTAL INSURN	210-45110.210	443.88	16836	05/24/18
		180515	HEALTH INS & OTHER BENEFIT			
24960	05/15/18	NORTHEAST DELTA DENTAL VA-MAY 2018 DENTAL INSURN	210-45220.210	66.60	16836	05/24/18
		180515	HEALTH INS & OTHER BENEFIT			
V10729	05/17/18	OVERDRIVE INC BL-BOOKS	210-45551.640	222.99	16840	05/24/18
		01459CO18089	ADULT COLLECTION-PRINT &			
24100	05/07/18	PERMA-LINE CORP.OF NEW EN ST-MONDAY-FRIDAY	210-43110.617	24.10	16844	05/24/18
		167696	SIGNS AND POSTS			
4855	05/22/18	PETTY CASH - CAITLIN FAY Petty Cash Reimburse	210-45110.340	120.00	16846	05/24/18
		052218D	COMPUTER EXPENSES			

05/25/18

Town of Essex / Village of EJ Accounts Payable

Page 5 of 9

10:36 am

Check Warrant Report # 17097 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Hpackard

For Check Acct 01(GENERAL FUND) All check #s 05/24/18 To 05/25/18 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24855	05/22/18	Petty Cash Reimburse 052218D	210-45110.550 PRINTING & ADVERTISING	31.80	16846	05/24/18
03180	04/12/18	Alarm System Repair 17671	210-45220.434 MAINTENANCE-BUILDINGS/GRO	250.00	16857	05/24/18
29835	04/26/18	ST-PAINT & ROLLER COVERS 86222	210-43110.610 SUPPLIES	108.91	16858	05/24/18
29835	04/30/18	ST-GRAY PRIMER 87865	210-43110.610 SUPPLIES	16.80	16858	05/24/18
29835	04/30/18	ST-RECYCLING FEE 87873	210-43110.610 SUPPLIES	299.68	16858	05/24/18
29835	04/30/18	ST-TRAY LINERS 87980	210-43110.610 SUPPLIES	13.23	16858	05/24/18
V2124	05/02/18	AD/CD-ADMIN & CD SUPPLIES 3377096177	210-41320.610 SUPPLIES	43.82	16865	05/24/18
V2124	05/02/18	AD/CD-ADMIN & CD SUPPLIES 3377096177	210-41970.610 SUPPLIES	21.59	16865	05/24/18
V10695	05/07/18	Stump Removal 050718D	210-45220.330 OTHER PROFESSIONAL SVCS	600.00	16868	05/24/18
19350	05/11/18	RENTALS IN2493819	210-43110.442 EQUIPMENT RENTALS	280.00	16878	05/24/18
24570	05/08/18	AD-MEETING ROOM SUPPLIES 75241	210-41320.610 SUPPLIES	17.20	16888	05/24/18
07565	05/01/18	Office Supplies I54675765	210-45110.610 SUPPLIES	70.56	16889	05/24/18
07565	05/04/18	Cleaning Supplies I54822201	210-45220.610 SUPPLIES	236.46	16889	05/24/18
V2485	05/14/18	AD-BATTERIES FOR MTG ROOM 167602	210-41320.610 SUPPLIES	6.96	16891	05/24/18
V2485	05/17/18	AD-MEETING ROOM BATTERIES 168390	210-41320.610 SUPPLIES	41.76	16891	05/24/18
19045	05/16/18	DEPOSIT DOOR AT LINCOLN H 0303	222-46802.002 BROWNELL LIBRARY MAINT	2300.00	16808	05/24/18
V9941	05/07/18	SC-REC BOOKS & DECAF TEA 041918H	225-45122.610 OPERATIONAL SUPP/EXP	41.79	16755	05/24/18
V9941	05/07/18	SC-WIRELESS MIC 041918I	225-45122.614 PROGRAM EXPENSES	28.49	16755	05/24/18
V9941	05/07/18	SC-PRIZES MAHJONG TOURNMT 042818M	225-45122.614 PROGRAM EXPENSES	40.00	16755	05/24/18
V9941	05/07/18	SC-PAPER PRODS MJ TOURNMT 042818N	225-45122.614 PROGRAM EXPENSES	12.97	16755	05/24/18
V9941	05/07/18	SC-GROC MAHJONG TOURNMT 042818O	225-45122.614 PROGRAM EXPENSES	124.93	16755	05/24/18
V9941	05/07/18	SC-GROC MAHJONG TOURNMT 042818P	225-45122.614 PROGRAM EXPENSES	20.85	16755	05/24/18
V9941	05/07/18	SC-HALF & HALF 050118Q	225-45122.610 OPERATIONAL SUPP/EXP	19.96	16755	05/24/18
V9941	05/07/18	SC-RADA 050118R	225-45122.612 FUND RAISER EXPENSES	31.05	16755	05/24/18
V9941	05/07/18	SC-DVD PLAYER FOR CENTER 050318S	225-45122.614 PROGRAM EXPENSES	26.99	16755	05/24/18

05/25/18

Town of Essex / Village of EJ Accounts Payable

Page 6 of 9

10:36 am

Check Warrant Report # 17097 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Hpackard

For Check Acct 01(GENERAL FUND) All check #s 05/24/18 To 05/25/18 & Fund 2

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
V9941	05/07/18	BUSINESSCARD SERVICES	SC-STAND FOR KEYBOARD	225-45122.614	31.99	16755	05/24/18
			050318T	PROGRAM EXPENSES			
V9941	05/07/18	BUSINESSCARD SERVICES	SC-GROC EMS BRUNCH & VOL	225-45122.614	65.32	16755	05/24/18
			050318U	PROGRAM EXPENSES			
V9941	05/07/18	BUSINESSCARD SERVICES	SC-TICKETS--DEPOT THEATER	225-14301.000	210.00	16755	05/24/18
			050318V	PREPAID EXPENSE			
25370	05/22/18	BOUNCE AROUND VT	Cotton Candy	226-45120.330	85.00	16753	05/24/18
			052218D	OTHER PROFESSIONAL SVCS			
25310	05/21/18	CALLAN, ALYSSA	Vac Camp Supplies	226-45120.610	84.69	16757	05/24/18
			052118D	SUPPLIES			
05020	04/24/18	ESSEX JCT VILLAGE OF	Water/Sewer Gardens	226-45115.410	44.87	16784	05/24/18
			042418D4	WATER & SEWER CHARGES			
38955	04/30/18	F W WEBB COMPANY	Bath House Repairs	226-45124.434	178.98	16786	05/24/18
			58614098	MAINTENANCE-BLDGS/GROUNDS			
38955	04/27/18	F W WEBB COMPANY	Bathhouse Repairs	226-45124.434	71.85	16786	05/24/18
			58643583	MAINTENANCE-BLDGS/GROUNDS			
19135	05/21/18	GOING-SWAIM LINDSAY	VK Staff Food	226-45120.610	101.79	16799	05/24/18
			052118D	SUPPLIES			
14025	05/10/18	LINCOLN NATIONAL LIFE INS	VA-JUNE 2018-LINCOLN NATI	226-45120.210	236.24	16821	05/24/18
			051018D	HEALTH INS & OTHER BENEFIT			
14025	05/10/18	LINCOLN NATIONAL LIFE INS	VA-JUNE 2018-LINCOLN NATI	226-45121.210	182.70	16821	05/24/18
			051018D	HEALTH INS & OTHER BENEFIT			
14025	05/10/18	LINCOLN NATIONAL LIFE INS	VA-JUNE 2018-LINCOLN NATI	226-45110.210	47.58	16821	05/24/18
			051018D	HEALTH INS & OTHER BENEFIT			
27295	05/15/18	MAPLEHURST FLORIST	Ice Cream Trip	226-45120.580	303.02	16825	05/24/18
			201802	TRAVEL			
27295	05/04/18	MAPLEHURST FLORIST	PS Flowers	226-45121.610	58.00	16825	05/24/18
			53222	SUPPLIES			
25800	05/21/18	MCLAUGHLIN CHRISTINA	PS Supplies	226-45121.610	20.00	16827	05/24/18
			052118D	SUPPLIES			
24960	05/15/18	NORTHEAST DELTA DENTAL	VA-MAY 2018 DENTAL INSURN	226-45120.210	262.28	16836	05/24/18
			180515	HEALTH INS & OTHER BENEFIT			
24960	05/15/18	NORTHEAST DELTA DENTAL	VA-MAY 2018 DENTAL INSURN	226-45121.210	321.44	16836	05/24/18
			180515	HEALTH INS & OTHER BENEFIT			
24960	05/15/18	NORTHEAST DELTA DENTAL	VA-MAY 2018 DENTAL INSURN	226-45110.210	34.95	16836	05/24/18
			180515	HEALTH INS & OTHER BENEFIT			
41950	04/25/18	OCCUPATIONAL HEALTH CENTE	CDL Physical	226-45121.330	114.00	16838	05/24/18
			1206059465	OTHER PROFESSIONAL SVCS			
12495	05/07/18	OFFICE SYSTEMS OF VT	Copier	226-45110.442	150.00	16839	05/24/18
			IN59202	Equipment Rentals			
24855	05/22/18	PETTY CASH - CAITLIN FAY	Petty Cash Reimburse	226-45121.610	79.73	16846	05/24/18
			052218D	SUPPLIES			
24855	05/22/18	PETTY CASH - CAITLIN FAY	Petty Cash Reimburse	226-45120.610	63.31	16846	05/24/18
			052218D	SUPPLIES			
16020	05/23/18	POSTMASTER	Spec Events Postage	226-45110.536	1855.00	16849	05/24/18
			052318D	POSTAGE			
24830	04/23/18	REINHART FOODSERVICE	VK Snack	226-45120.610	79.89	16852	05/24/18
			842089	SUPPLIES			
24830	05/08/18	REINHART FOODSERVICE	VK Snack	226-45120.610	186.17	16852	05/24/18
			850395	SUPPLIES			

05/25/18

Town of Essex / Village of EJ Accounts Payable

Page 7 of 9

10:36 am

Check Warrant Report # 17097 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Epackard

For Check Acct 01(GENERAL FUND) All check #s 05/24/18 To 05/25/18 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24830	REINHART FOODSERVICE	05/09/18 VK Snack	226-45120.610	36.26	16852	05/24/18
		852377	SUPPLIES			
24830	REINHART FOODSERVICE	05/09/18 VK Snack	226-45120.610	70.33	16852	05/24/18
		852692	SUPPLIES			
24830	REINHART FOODSERVICE	05/11/18 Snack CREDIT	226-45120.610	-15.28	16852	05/24/18
		854035	SUPPLIES			
24830	REINHART FOODSERVICE	05/11/18 Snack CREDIT	226-45120.610	-30.75	16852	05/24/18
		854036	SUPPLIES			
24830	REINHART FOODSERVICE	05/11/18 Snack CREDIT	226-45120.610	-42.80	16852	05/24/18
		854037	SUPPLIES			
24830	REINHART FOODSERVICE	05/14/18 VK Snack	226-45120.610	130.80	16852	05/24/18
		854881	SUPPLIES			
24830	REINHART FOODSERVICE	05/14/18 VK Snack	226-45120.610	98.02	16852	05/24/18
		854931	SUPPLIES			
24830	REINHART FOODSERVICE	05/14/18 VK Snack	226-45120.610	104.14	16852	05/24/18
		854978	SUPPLIES			
24830	REINHART FOODSERVICE	05/21/18 VK Snack	226-45120.610	175.72	16852	05/24/18
		857465	SUPPLIES			
24830	REINHART FOODSERVICE	05/21/18 VK Snack	226-45120.610	167.51	16852	05/24/18
		859666	SUPPLIES			
25845	SWIM WITH ANNIE	05/14/18 May Registrations-SWA	226-45115.330	4644.00	16870	05/24/18
		051418D	OTHER PROFESSIONAL SVCS			
25315	VESPA'S PIZZA PASTA & DEL	04/25/18 Staff Meeting Food	226-45120.610	37.00	16879	05/24/18
		042518D	SUPPLIES			
25315	VESPA'S PIZZA PASTA & DEL	05/10/18 Staff Meeting Food	226-45120.610	33.00	16879	05/24/18
		051018D	SUPPLIES			
07565	W B MASON CO INC	05/08/18 VK Supplies	226-45121.610	115.97	16889	05/24/18
		154897978	SUPPLIES			
31275	DON WESTON EXCAVATING INC	05/21/18 VC-GREENWOOD AVE DRAINAGE	230-46801.017	40530.60	16777	05/24/18
		PAYAP1	GREENWOOD DRAINAGE			
22865	ENGINEERING VENTURES PC	05/07/18 VC-Main St Ped Bridge	230-46801.016	1433.75	16781	05/24/18
		0020306	MAIN PED BRIDGE BC1828			
06490	A H FENCE CO	01/26/18 Dog Park Fence Repair	233-46801.004	209.39	16740	05/24/18
		012618D	MAINT GARAGE/CAMP ADDITIO			
06490	A H FENCE CO	05/12/18 Dumpster Fence	233-46801.004	4055.43	16740	05/24/18
		051218D	MAINT GARAGE/CAMP ADDITIO			
V10568	KAMCO SUPPLY CORP	05/08/18 Bathroom Door	233-46801.004	2084.00	16817	05/24/18
		SI078903	MAINT GARAGE/CAMP ADDITIO			
29835	SHERWIN-WILLIAMS	04/30/18 Paint Maint Shop	233-46801.004	299.68	16858	05/24/18
		8787-3	MAINT GARAGE/CAMP ADDITIO			
05290	ADVANCE AUTO PARTS	05/07/18 VW-FUEL LINE CLIP	254-43200.430	6.91	16744	05/24/18
		2735627	WATER LINES MAINT-BREAKS			
05290	ADVANCE AUTO PARTS	05/07/18 VW-FUEL LINE CLIP	254-43200.430	-6.91	16744	05/24/18
		2752346	WATER LINES MAINT-BREAKS			
05290	ADVANCE AUTO PARTS	05/07/18 VW-FUEL LINE CLIP	254-43200.430	5.92	16744	05/24/18
		2752347	WATER LINES MAINT-BREAKS			
23435	CHAMPLAIN WATER DISTRICT	04/30/18 VW Apr water usage	254-43200.412	769.50	16765	05/24/18
		043018D	STATE WATER TAX			
23435	CHAMPLAIN WATER DISTRICT	04/30/18 VW Apr water usage	254-43210.412	4634.70	16765	05/24/18
		043018D	STATE WATER TAX - GF			

05/25/18

Town of Essex / Village of EJ Accounts Payable

Page 8 of 9

10:36 am

Check Warrant Report # 17097 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 05/24/18 To 05/25/18 & Fund 2

Hpackard

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
23435	04/30/18	VW Apr water usage	043018D	254-43200.411	32318.96	16765	05/24/18
				CWD WATER PURCHASE			
23435	04/30/18	VW Apr water usage	043018D	254-43210.411	194657.40	16765	05/24/18
				CWD WATER PURC - GF			
31275	05/08/18	VW-WATER REPAIR DENSMORE	32316	254-43200.430	17309.68	16777	05/24/18
				WATER LINES MAINT-BREAKS			
23215	05/11/18	VW-FILE	106737390001	254-43200.610	19.98	16783	05/24/18
				SUPPLIES			
18000	04/27/18	VW-HYMAX	0815642	254-43200.430	523.74	16787	05/24/18
				WATER LINES MAINT-BREAKS			
18000	04/27/18	VW-PIPE	0815666	254-43200.430	302.76	16787	05/24/18
				WATER LINES MAINT-BREAKS			
18000	05/02/18	VW-WATER BOX PARTS	0816477	254-43200.610	425.02	16787	05/24/18
				SUPPLIES			
07010	05/14/18	VA-MAY CONSOLIDATED BILL	05180206201	254-43200.622	63.72	16805	05/24/18
				ELECTRICAL SERVICE			
14025	05/10/18	VA-JUNE 2018-LINCOLN NATI	051018D	254-43200.210	116.82	16821	05/24/18
				HEALTH INS & OTHER BENEFIT			
24960	05/15/18	NORTHEAST DELTA DENTAL	180515	254-43200.210	185.92	16836	05/24/18
				HEALTH INS & OTHER BENEFIT			
05290	05/03/18	ADVANCE AUTO PARTS	552812335467	255-43200.432	54.99	16744	05/24/18
				VEHICLE MAINTENANCE			
V10033	04/25/18	AQUA SOLUTIONS INC	18074	255-43200.570	758.04	16748	05/24/18
				MAINTENANCE OTHER			
V0248	05/10/18	BORDEN & REMINGTON	250214	255-43200.619	7360.38	16752	05/24/18
				CHEMICALS			
21210	05/16/18	CINTAS LOC # 68M 71 M	5010759039	255-43200.610	117.18	16768	05/24/18
				SUPPLIES			
19865	04/30/18	CLEARCHOICE MD URGENT CARE	718	255-43200.210	235.00	16772	05/24/18
				HEALTH INS & OTHER BENEFIT			
V9624	05/04/18	DEZURIK WATER CONTROLS	64007678	255-43200.570	1304.00	16776	05/24/18
				MAINTENANCE OTHER			
V9223	05/21/18	JG PRESS, INC.	052118D	255-43200.500	120.00	16815	05/24/18
				TRAINING, CONFERENCES, DU			
V9454	05/12/18	LENNY'S SHOE & APP	3189635	255-43200.612	130.00	16820	05/24/18
				UNIFORMS, BOOTS, ETC			
14025	05/10/18	LINCOLN NATIONAL LIFE INS	051018D	255-43200.210	241.59	16821	05/24/18
				HEALTH INS & OTHER BENEFIT			
24960	05/15/18	NORTHEAST DELTA DENTAL	180515	255-43200.210	384.48	16836	05/24/18
				HEALTH INS & OTHER BENEFIT			
03160	05/14/18	P & H SENESAC INC	19993	255-43200.619	3450.00	16841	05/24/18
				CHEMICALS			
12775	05/09/18	PRATT & SMITH ELECTRICAL	7302	255-43200.570	365.32	16851	05/24/18
				MAINTENANCE OTHER			
12775	05/17/18	PRATT & SMITH ELECTRICAL	7311	255-43200.570	190.00	16851	05/24/18
				MAINTENANCE OTHER			
V2124	05/05/18	STAPLES ADVANTAGE	3377096173	255-43200.610	16.47	16864	05/24/18
				SUPPLIES			
/2124	05/05/18	STAPLES ADVANTAGE	8049758358	255-43200.610	22.77	16866	05/24/18
				SUPPLIES			

05/25/18
10:36 am

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17097 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01 (GENERAL FUND) All check #s 05/24/18 To 05/25/18 & Fund 2

Page 9 of 9
Hpackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V2159	05/18/18	SURPASS CHEMICAL CO INC 322056	255-43200.619 CHEMICALS	4066.74	16869	05/24/18
07565	05/08/18	W B MASON CO INC 154891898	255-43200.618 SUPPLIES - LABORATORY	75.54	16889	05/24/18
13620	03/07/18	WATER ENVIRONMENT FEDERAT 31800611427	255-43200.500 TRAINING, CONFERENCES, DU	594.00	16890	05/24/18
07010	05/14/18	GREEN MOUNTAIN POWER CORP 05180206201	256-43200.622 ELECTRICAL SERVICE	1261.76	16805	05/24/18
07010	05/14/18	GREEN MOUNTAIN POWER CORP 05180206201	256-43220.001 SUBIE WILSON PS COSTS	461.94	16805	05/24/18
07010	05/14/18	GREEN MOUNTAIN POWER CORP 05180206201	256-43220.002 WEST ST PS COSTS	652.81	16805	05/24/18
V9454	04/24/18	LENNY'S SHOE & APP 3187070	256-43200.612 UNIFORMS,BOOTS,ETC	39.99	16820	05/24/18
14025	05/10/18	LINCOLN NATIONAL LIFE INS 051018D	256-43200.210 HEALTH INS & OTHER BENEFIT	112.15	16821	05/24/18
24960	05/15/18	NORTHEAST DELTA DENTAL 180515	256-43200.210 HEALTH INS & OTHER BENEFIT	178.48	16836	05/24/18

Report Total

364135.18

06/01/18
11:27 am

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17098 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 06/01/18 To 06/01/18 & Fund 2

Page 1 of 2
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
37585	05/07/18	ST-BRASS CONE NOZZLE 432308100	210-43110.610 SUPPLIES	21.15	16893	06/01/18
14400	05/15/18	VF-CLEANING SERVICE 3475	210-42220.434 MAINT. BUILDINGS/GROUNDS	275.00	16894	06/01/18
00530	05/14/18	BL-BOOKS B5327215	210-49346.001 ADULT COLLECTION-PRINT &	35.89	16895	06/01/18
00530	05/18/18	BL-BOOKS B5333967	210-45551.640 ADULT COLLECTION-PRINT &	23.75	16895	06/01/18
00530	05/18/18	BL-BOOKS B5333967	210-45551.610 SUPPLIES	0.90	16895	06/01/18
00530	05/18/18	BL-BOOKS B5333968	210-49346.001 ADULT COLLECTION-PRINT &	538.14	16895	06/01/18
00530	05/18/18	BL-BOOKS B5334085	210-45551.640 ADULT COLLECTION-PRINT &	374.72	16895	06/01/18
00530	05/18/18	BL-BOOKS B5334085	210-45551.610 SUPPLIES	18.90	16895	06/01/18
16030	05/17/18	ST-STREET LIGHTS 32994	210-43160.610 STREET LIGHTS SUPPLIES/MA	153.12	16896	06/01/18
23525	05/07/18	ST-STARTER FOR #7 403660	210-43110.432 VEHICLE MAINTENANCE	199.00	16898	06/01/18
04940	05/03/18	VF-CABLE TV 0086187518	210-42220.535 TELEPHONE SERVICES	13.54	16899	06/01/18
04940	05/12/18	ST-TV-INTERNET 05122018D	210-43110.610 SUPPLIES	170.05	16900	06/01/18
04940	05/12/18	ST-TV-INTERNET 05122018D	210-43125.610 WINTER MAINTENANCE	27.79	16900	06/01/18
31545	05/22/18	VF-SUPPLIES 052218D	210-42220.610 SUPPLIES	77.90	16902	06/01/18
00600	05/23/18	LH-TEEN CTR LOCK REPAIR 41858	210-41940.434 MAINT. BUILDINGS/GROUNDS	86.49	16903	06/01/18
35260	03/08/18	ST/SA-UNIFORMS 02121817	210-43110.612 UNIFORMS,BOOTS,ETC	116.00	16905	06/01/18
35260	05/09/18	ST-UNIFORMS 04241801	210-43110.612 UNIFORMS,BOOTS,ETC	286.00	16905	06/01/18
23215	05/17/18	VF-MAINTENANCE GENERATOR 106735460001	210-42220.570 MAINTENANCE OTHER	98.64	16906	06/01/18
19875	04/19/18	ST-FIRE HOUSE BLOCKWORK 1014	210-43110.570 MAINTENANCE OTHER	725.00	16907	06/01/18
19005	05/15/18	ST-PHONE SERVICE 4134925	210-43110.535 TELEPHONE SERVICES	35.47	16908	06/01/18
V10226	02/22/18	ST-SHOP TOWELS 6295700368	210-43110.610 SUPPLIES	75.37	16909	06/01/18
07010	05/01/18	Electricity 050918D1	210-45220.622 ELECTRICAL SERVICE	1469.69	16910	06/01/18
21110	05/23/18	BL-ADULT PROGRAM MILEAGE 51836500	210-45551.500 TRAINING, CONFERENCES, DU	81.96	16911	06/01/18
21110	05/23/18	BL-ADULT PROGRAM MILEAGE 51836500	210-45551.836 ADULT PROGRAMS	53.27	16911	06/01/18
V10129	05/18/18	VL-MILEAGE 51500	210-45551.500 TRAINING, CONFERENCES, DU	81.96	16912	06/01/18

06/01/18
11:27 am

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17098 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 06/01/18 To 06/01/18 & Fund 2

Page 2 of 2
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
26925	05/05/18	VF-SUPPLIES 8049758358	210-42220.610 SUPPLIES	222.96	16918	06/01/18
V2241	05/26/18	BL-YOUTH PROGRAM 51837052618	210-45551.837 CHILDRENS PROGRAMS	140.00	16919	06/01/18
00710	04/24/18	VF-SHIPPING 6460	210-42220.570 MAINTENANCE OTHER	10.83	16921	06/01/18
19350	05/11/18	ST-DRIVER ID SUBSCRIPTION 2493819	210-43110.442 EQUIPMENT RENTALS	280.00	16922	06/01/18
23000	05/02/18	ST-STONE 00687122	210-43110.616 GRAVEL, TOPSOIL	133.65	16927	06/01/18
33850	05/02/18	VW-ROW LEASE 887781 9500185699	254-43200.441 RIGHT OF WAY AGREEMENTS	4.17	16897	06/01/18
33850	05/02/18	VW-ROW LEASE 887781 9500185699	254-14301.000 PREPAID EXPENSES	45.83	16897	06/01/18
33850	05/02/18	VW-ROW LEASE 889305 9500185726	254-43200.441 RIGHT OF WAY AGREEMENTS	4.17	16897	06/01/18
33850	05/02/18	VW-ROW LEASE 889305 9500185726	254-14301.000 PREPAID EXPENSES	45.83	16897	06/01/18
37605	05/18/18	VA-ON SITE WK-CHRIS 4-24- 41736	254-43200.550 PRINTING AND ADVERTISING	250.00	16915	06/01/18
31275	05/03/18	SA-SEWER MANHOLE-PLEASNT 32315	256-43200.430 SANITATION LINES MAINTENA	3800.00	16904	06/01/18
35260	03/08/18	ST/BA-UNIFORMS 02121817	256-43200.612 UNIFORMS,BOOTS,ETC	66.00	16905	06/01/18
37605	05/18/18	VA-ON SITE WK-CHRIS 4-24- 41736	256-43200.550 PRINTING AND ADVERTISING	500.00	16915	06/01/18

Report Total

10543.14

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
210-31101.000 PROPERTY TAXES-CURRENT	3,285,170.00	3,281,805.98	3,364.02	99.90%	64.63
210-33546.000 STATE FOR VT PILOT & CURR	2,000.00	5,361.53	-3,361.53	268.08%	0.00
210-33582.000 ESSEX TOWN CONTRIB. TO LI	15,000.00	15,000.00	0.00	100.00%	0.00
210-33582.001 TOWN STORMWATER PAYMENT	61,460.00	46,095.00	15,365.00	75.00%	0.00
210-33582.002 TOWN STREET DEPT PAYMENT	1,059,989.00	794,991.75	264,997.25	75.00%	0.00
210-34130.000 LICENSE AND ZONING FEE	58,000.00	28,350.00	29,650.00	48.88%	1,380.00
210-34131.000 WHITCOMB FARM SOLAR PILOT	5,000.00	6,732.93	-1,732.93	134.66%	0.00
210-34221.000 MISCELLANEOUS FIRE RECEIP	20.00	0.00	20.00	0.00%	0.00
210-35130.000 STATE DISTRICT COURT FINE	1,000.00	763.00	237.00	76.30%	38.50
210-36102.000 INTEREST EARNINGS	1,500.00	2,172.51	-672.51	144.83%	0.00
210-36201.000 PARKING SPACE FEES	4,800.00	4,400.00	400.00	91.67%	400.00
210-36400.000 BLOCK PARTY CONTRIBUTIONS	1,500.00	0.00	1,500.00	0.00%	0.00
210-36603.000 MISC. - UNCLASSIFIED RECE	2,000.00	2,648.26	-648.26	132.41%	-51.05
210-36605.000 MISCELLANEOUS STREET RECE	4,000.00	4,394.75	-394.75	109.87%	0.00
210-36606.000 MISCELLANEOUS LIBRARY REC	500.00	545.30	-45.30	109.06%	61.30
210-36606.010 REC & PARK NON-RES FEES	22,000.00	14,753.84	7,246.16	67.06%	85.00
210-39154.000 SERVICE FEE - WATER	92,948.00	69,711.00	23,237.00	75.00%	0.00
210-39155.000 SERVICE FEE - WWTP	46,474.00	34,855.50	11,618.50	75.00%	0.00
210-39156.000 SERVICE FEE - SANITATION	92,948.00	69,711.00	23,237.00	75.00%	0.00
210-395 UNBUDGETED REVENUE					
210-39501.000 OTHER DONATIONS	0.00	384.63	-384.63	100.00%	384.63
210-39508.000 DONATIONS TO LIBRARY	0.00	11,614.10	-11,614.10	100.00%	0.00
210-39508.001 BROWNELL LIBRARY GRANTS	0.00	635.00	-635.00	100.00%	0.00
210-39581.000 MISCELLANEOUS STATE GRANT	0.00	650.00	-650.00	100.00%	0.00
210-39590.001 ADULT REPLACEMENT RECEIPT	0.00	1,429.09	-1,429.09	100.00%	14.00
210-39590.002 JUVENILE REPLACEMENT RECE	0.00	879.95	-879.95	100.00%	79.00
Total UNBUDGETED REVENUE	0.00	18,592.77	-18,592.77	100.00%	477.63
Total Revenues	4,786,309.00	4,397,805.12	388,503.88	92.46%	2,456.01
210-41 GENERAL GOVERNMENT					
210-413 GENERAL EXPENSES					
210-41320 ADMINISTRATION					
210-41320.1 ADMIN SALARIES					
210-41320.110 SALARIES REGULAR	195,666.00	178,752.66	16,913.34	91.36%	15,557.80
210-41320.130 SALARIES OVERTIME	3,500.00	6,225.52	-2,725.52	177.87%	41.19
210-41320.140 SALARIES PART TIME	19,234.00	5,510.14	13,723.86	28.65%	0.00
210-41320.150 MANAGER CONTRACT	66,835.00	61,292.88	5,542.12	91.71%	5,572.08
Total ADMIN SALARIES	285,235.00	251,781.20	33,453.80	88.27%	21,171.07
210-41320.2 ADMIN BENEFITS					
210-41320.210 HEALTH INS & OTHER BENEFIT	58,044.00	55,105.32	2,938.68	94.94%	4,427.24
210-41320.220 SOCIAL SECURITY	17,096.00	15,532.46	1,563.54	90.85%	1,253.84
210-41320.226 WORKERS COMP INSURANCE	774.00	577.65	196.35	74.63%	48.71
210-41320.230 RETIREMENT	19,567.00	17,519.40	2,047.60	89.54%	1,553.52
210-41320.250 UNEMPLOYMENT INSURANCE	317.00	180.24	136.76	56.86%	4.52
210-41320.291 HEALTH IMPROV PROGRAMS	1,600.00	210.00	1,390.00	13.13%	210.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total ADMIN BENEFITS	97,390.00	89,125.07	0,272.93	91.51%	7,497.83
210-41320.310 BOARD MEMBER FEES	2,500.00	1,875.00	625.00	75.00%	0.00
210-41320.320 LEGAL SERVICES	15,000.00	12,243.00	2,757.00	81.62%	1,336.50
210-41320.330 OTHER PROFESSIONAL SERVIC	16,000.00	10,240.73	5,759.27	64.00%	0.00
210-41320.335 AUDIT	6,063.00	6,063.75	-0.75	100.01%	0.00
210-41320.340 COMPUTER EXPENSES	4,000.00	5,285.51	-1,285.51	132.14%	0.00
210-41320.442 LEASED SERVICES	4,000.00	3,952.43	47.57	98.81%	282.68
210-41320.500 TRAINING, CONFERENCES, DU	9,300.00	2,775.43	6,524.57	29.84%	50.00
210-41320.521 LIABILITY & PROPERTY INS.	7,140.00	5,822.39	1,317.61	81.55%	0.00
210-41320.522 PUBLIC OFFICIALS LIABILIT	6,172.00	5,955.75	216.25	96.50%	0.00
210-41320.530 COMMUNICATIONS	19,167.00	15,576.36	3,590.64	81.27%	469.35
210-41320.535 TELEPHONE SERVICES	1,980.00	1,675.83	304.17	84.64%	138.90
210-41320.536 POSTAGE	3,500.00	572.97	2,927.03	16.37%	0.00
210-41320.550 PRINTING AND ADVERTISING	5,500.00	1,264.37	4,235.63	22.99%	57.38
210-41320.560 TRUSTEES EXPENDITURES	4,000.00	3,532.45	467.55	88.31%	71.10
210-41320.571 PAY & CLASSIFICATION STUD	6,047.00	10,821.00	-4,774.00	178.95%	0.00
210-41320.572 INTERVIEW COSTS	0.00	10.98	-10.98	100.00%	0.00
210-41320.580 TRAVEL	2,000.00	145.48	1,854.52	7.27%	0.00
210-41320.610 SUPPLIES	6,000.00	4,975.72	1,024.28	82.93%	457.72
210-41320.820 ELECTIONS	1,500.00	1,261.35	238.65	84.09%	925.00
210-41320.835 HOLIDAY EXPENSE	1,000.00	200.00	800.00	20.00%	0.00
Total ADMINISTRATION	503,502.00	495,156.77	8,345.23	98.43%	32,457.53
210-41335 ECONOMIC DEVELOPMENT					
210-41335.1 ECON DEV SALARIES					
210-41335.110 SALARIES REGULAR	31,060.00	27,029.29	4,030.71	87.02%	2,389.20
210-41335.130 SALARIES OVERTIME	0.00	149.33	-149.33	100.00%	0.00
210-41335.140 SALARIES PART TIME	4,950.00	0.00	4,950.00	0.00%	0.00
Total ECON DEV SALARIES	36,010.00	27,178.62	8,831.38	75.46%	2,389.20
210-41335.2 ECON DEV BENEFITS					
210-41335.210 HEALTH INS & OTHER BENEFIT	19,348.00	16,782.45	2,565.55	86.74%	1,357.95
210-41335.220 SOCIAL SECURITY	2,782.00	2,107.40	674.60	75.75%	182.92
210-41335.226 WORKERS COMP INSURANCE	129.00	81.56	47.44	63.22%	7.16
210-41335.230 RETIREMENT	3,106.00	2,699.38	406.62	86.91%	238.96
210-41335.250 UNEMPLOYMENT INSURANCE	126.00	6.84	119.16	5.43%	0.00
Total ECON DEV BENEFITS	25,491.00	21,677.63	3,813.37	85.04%	1,786.99
210-41335.521 LIABILITY & PROPERTY INS.	204.00	299.46	-95.46	146.79%	0.00
210-41335.810 COMMUNITY EVENTS & PROGRA	4,000.00	2,582.85	1,417.15	64.57%	0.00
210-41335.811 ANNUAL SUPPORT OF ORGNIZA	7,700.00	7,581.00	119.00	98.45%	0.00
210-41335.812 NEW PROGRAMS	2,500.00	1,500.00	1,000.00	60.00%	0.00
210-41335.813 MATCHING GRANT FUNDS	10,000.00	2,152.28	7,847.72	21.52%	550.39
210-41335.835 BLOCK PARTY EXPENSE	7,000.00	6,874.42	125.58	98.21%	0.00
Total ECONOMIC DEVELOPMENT	92,903.00	89,846.26	3,056.74	75.18%	4,726.58

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total GENERAL EXPENSES	596,407.00	505,003.03	91,403.97	84.67%	37,104.11
210-41940 LINCOLN HALL					
210-41940.410 WATER AND SEWER CHARGE	1,000.00	837.73	162.27	83.77%	221.96
210-41940.411 PARK ST SCHL WATER/SEWER	0.00	599.91	-599.91	100.00%	267.19
210-41940.423 CONTRACT SERVICES	9,000.00	7,667.30	1,332.70	85.19%	600.00
210-41940.434 MAINT. BUILDINGS/GROUNDS	10,000.00	8,878.97	1,121.03	88.79%	592.08
210-41940.521 LIABILITY & PROPERTY INS.	6,294.00	4,311.83	1,982.17	68.51%	0.00
210-41940.535 TELEPHONE SERVICES	480.00	441.40	38.60	91.96%	41.69
210-41940.565 RUBBISH REMOVAL	2,200.00	1,920.45	279.55	87.29%	181.55
210-41940.566 PRK ST SCHL-RUBBISH REM	0.00	722.38	-722.38	100.00%	72.03
210-41940.610 SUPPLIES	2,500.00	1,615.41	884.59	64.62%	67.63
210-41940.622 ELECTRICAL SERVICE	7,500.00	5,931.15	1,568.85	79.08%	1,019.31
210-41940.623 HEATING/NATURAL GAS	6,400.00	5,098.35	1,301.65	79.66%	650.73
210-41940.624 PARK ST. ELECTRICITY	0.00	2,718.03	-2,718.03	100.00%	280.81
210-41940.625 PARK ST. SCHOOL NAT GAS	0.00	2,958.89	-2,958.89	100.00%	0.00
210-41940.891 CAPITAL OUTLAY	5,500.00	5,236.95	263.05	95.22%	0.00
Total LINCOLN HALL	50,874.00	48,838.75	1,935.25	96.20%	3,994.98
210-41970 COMMUNITY DEVELOPMENT					
210-41970.1 COM DEV SALARIES					
210-41970.110 SALARIES REGULAR	142,264.00	125,043.88	17,220.12	87.90%	10,832.47
Total COM DEV SALARIES	142,264.00	125,043.88	17,220.12	87.90%	10,832.47
210-41970.2 COM DEV BENEFITS					
210-41970.210 HEALTH INS & OTHER BENEFIT	38,696.00	33,214.85	5,481.15	85.84%	2,715.91
210-41970.220 SOCIAL SECURITY	11,212.00	9,874.05	1,337.95	88.07%	842.90
210-41970.226 WORKERS COMP INSURANCE	510.00	381.65	128.35	74.83%	33.10
210-41970.230 RETIREMENT	14,226.00	12,366.12	1,859.88	86.93%	1,076.96
210-41970.250 UNEMPLOYMENT INSURANCE	125.00	0.00	125.00	0.00%	0.00
Total COM DEV BENEFITS	64,769.00	55,836.67	8,932.33	86.21%	4,668.87
210-41970.310 BOARD MEMBER FEES	3,600.00	2,475.00	1,125.00	68.75%	0.00
210-41970.320 LEGAL SERVICES	12,000.00	1,327.02	10,672.98	11.06%	0.00
210-41970.330 OTHER PROFESSIONAL SVCS	6,000.00	0.00	6,000.00	0.00%	0.00
210-41970.340 COMPUTER EXPENSES	0.00	2,264.14	-2,264.14	100.00%	0.00
210-41970.500 TRAINING,CONF,DUES	3,500.00	820.85	2,679.15	23.45%	0.00
210-41970.521 LIABILITY & PROPERTY INS.	2,822.00	2,539.71	282.29	90.00%	0.00
210-41970.522 PUBLIC OFFICIALS LIABILIT	6,172.00	5,955.75	216.25	96.50%	0.00
210-41970.530 COMMUNICATIONS	2,500.00	824.00	1,676.00	32.96%	0.00
210-41970.535 TELEPHONE SERVICES	1,644.00	1,183.64	460.36	72.00%	70.37
210-41970.536 POSTAGE	600.00	320.40	279.60	53.40%	0.00
210-41970.550 PRINTING AND ADVERTISING	3,000.00	970.72	2,029.28	32.36%	0.00
210-41970.580 TRAVEL	2,400.00	2,450.49	-50.49	102.10%	250.69
210-41970.610 SUPPLIES	2,000.00	929.05	1,070.95	46.45%	210.30
Total COMMUNITY DEVELOPMENT	253,271.00	202,841.32	50,429.68	80.13%	16,032.70

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total GENERAL GOVERNMENT	900,552.00	756,003.10	143,600.90	84.05%	57,211.70
210-42220 FIRE DEPARTMENT					
210-42220.1 FIRE SALARIES					
210-42220.140 SALARIES - FIREFIGHTERS	162,000.00	144,008.25	17,991.75	88.89%	0.00
Total FIRE SALARIES	162,000.00	144,008.25	17,991.75	88.89%	0.00
210-42220.2 FIRE BENEFITS					
210-42220.200 EMPLOYEE ASSISTANCE PROGR	864.00	864.00	0.00	100.00%	0.00
210-42220.210 ACCIDENT & DISABILITY INS	3,600.00	3,591.58	8.42	99.77%	297.08
210-42220.220 SOCIAL SECURITY	12,393.00	11,190.80	1,202.20	90.30%	0.00
210-42220.226 WORKERS COMP INSURANCE	28,000.00	26,105.56	1,894.44	93.23%	0.00
Total FIRE BENEFITS	44,857.00	41,751.94	3,105.06	93.06%	297.08
210-42220.410 WATER AND SEWER CHARGE	610.00	484.30	125.70	79.39%	158.95
210-42220.432 VEHICLE MAINTENANCE	17,000.00	41,624.70	-24,624.70	244.85%	679.60
210-42220.434 MAINT. BUILDINGS/GROUNDS	6,000.00	4,541.86	1,458.14	75.70%	0.00
210-42220.443 RADIO MAINTENANCE	1,800.00	1,544.60	255.40	85.81%	142.00
210-42220.500 TRAINING, CONFERENCES, DU	4,000.00	4,224.56	-224.56	105.61%	667.57
210-42220.521 LIABILITY & PROPERTY INS.	7,968.00	6,149.20	1,818.80	77.17%	0.00
210-42220.535 TELEPHONE SERVICES	3,500.00	3,497.99	2.01	99.94%	295.09
210-42220.566 PHYSICAL EXAMS	6,600.00	7,735.00	-1,135.00	117.20%	0.00
210-42220.570 MAINTENANCE OTHER	15,500.00	13,429.98	2,070.02	86.65%	2,129.00
210-42220.578 EMERGENCY GENERATOR MAINT	480.00	1,287.99	-807.99	268.33%	0.00
210-42220.610 SUPPLIES	3,000.00	3,019.85	-19.85	100.66%	284.77
210-42220.611 NEW EQUIPMENT-RADIOS	1,500.00	0.00	1,500.00	0.00%	0.00
210-42220.612 UNIFORMS, BOOTS, ETC	21,250.00	26,492.02	-5,242.02	124.67%	0.00
210-42220.615 EMS SUPPLIES	1,000.00	402.34	597.66	40.23%	0.00
210-42220.622 ELECTRICAL SERVICE	7,300.00	5,931.15	1,368.85	81.25%	1,019.31
210-42220.623 HEATING/NATURAL GAS	4,800.00	4,410.47	389.53	91.88%	418.42
210-42220.626 GAS, GREASE AND OIL	6,000.00	4,192.26	1,807.74	69.87%	316.68
210-42220.838 FIRE PREVENTION	2,000.00	1,772.31	227.69	88.62%	0.00
210-42220.889 ROUTINE EQUIPMENT PURCHAS	15,000.00	7,002.55	7,997.45	46.68%	422.60
Total FIRE DEPARTMENT	332,165.00	323,503.32	8,661.68	97.39%	6,031.07
210-431 STREET DEPARTMENT					
210-43110 STREET GENERAL					
210-43110.1 STREET GENERAL SALARIES					
210-43110.110 SALARIES REGULAR	162,824.00	146,551.47	16,272.53	90.01%	13,164.20
210-43110.130 SALARIES OVERTIME	16,300.00	17,839.83	-1,539.83	109.45%	1,130.57
210-43110.140 SALARIES PART TIME	23,304.00	17,267.00	6,037.00	74.09%	2,547.64
Total STREET GENERAL SALARIES	202,428.00	181,658.30	20,769.70	89.74%	16,842.41
210-43110.2 STREET GENERAL BENEFITS					
210-43110.210 HEALTH INS & OTHER BENEFI	71,587.00	57,660.59	13,926.41	80.55%	4,778.69

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-43110.220 SOCIAL SECURITY	15,577.00	13,992.54	1,584.46	89.83%	1,296.37
210-43110.226 WORKERS COMP INSURANCE	14,677.00	11,562.15	3,114.85	78.78%	1,048.81
210-43110.230 RETIREMENT	16,282.00	14,821.75	1,460.25	91.03%	1,328.66
210-43110.250 UNEMPLOYMENT INSURANCE	631.00	222.48	408.52	35.26%	20.36
Total STREET GENERAL BENEFITS	110,754.00	90,259.51	20,494.49	82.74%	8,472.09
210-43110.410 WATER AND SEWER CHARGE	1,700.00	1,647.78	52.22	96.93%	530.47
210-43110.432 VEHICLE MAINTENANCE	22,000.00	27,369.37	-5,369.37	124.41%	3,400.71
210-43110.434 MAINT. BUILDINGS/GROUNDS	3,500.00	3,356.65	143.35	95.90%	0.00
210-43110.441 RIGHT OF WAY AGREEMENTS	11,764.00	11,642.61	121.39	98.97%	0.00
210-43110.442 EQUIPMENT RENTALS	9,000.00	2,589.00	6,411.00	28.77%	280.00
210-43110.443 RADIO MAINTENANCE	200.00	122.52	77.48	61.26%	0.00
210-43110.500 TRAINING, CONFERENCES, DU	500.00	257.79	242.21	51.56%	159.00
210-43110.521 LIABILITY & PROPERTY INS.	15,343.00	11,551.33	3,791.67	75.29%	0.00
210-43110.535 TELEPHONE SERVICES	3,500.00	2,352.53	1,147.47	67.22%	230.25
210-43110.565 RUBBISH REMOVAL	7,000.00	6,419.40	580.60	91.71%	666.85
210-43110.570 MAINTENANCE OTHER	2,000.00	717.22	1,282.78	35.86%	28.08
210-43110.572 INTERVIEW COSTS	500.00	196.00	304.00	39.20%	0.00
210-43110.573 ACCIDENT CLAIMS	1,000.00	1,048.91	-48.91	104.89%	0.00
210-43110.576 ENGINEERING SERVICES	10,000.00	12,703.18	-2,703.18	127.03%	0.00
210-43110.582 TRAFFIC CALMING	500.00	0.00	500.00	0.00%	0.00
210-43110.610 SUPPLIES	20,000.00	26,333.02	-6,333.02	131.67%	3,468.53
210-43110.612 UNIFORMS,BOOTS,ETC	6,000.00	3,138.87	2,861.13	52.31%	308.42
210-43110.616 GRAVEL,TOPSOIL	7,000.00	3,505.48	3,494.52	50.08%	1,852.58
210-43110.617 SIGNS AND POSTS	4,000.00	2,617.02	1,382.98	65.43%	71.00
210-43110.622 ELECTRICAL SERVICE	4,000.00	2,889.56	1,110.44	72.24%	629.36
210-43110.623 HEATING/NATURAL GAS	4,400.00	3,419.39	980.61	77.71%	464.45
210-43110.626 GAS,GREASE AND OIL	32,000.00	30,015.10	1,984.90	93.80%	2,340.23
210-43110.891 CAPITAL OUTLAY	6,000.00	0.00	6,000.00	0.00%	0.00
Total STREET GENERAL	493,000.00	433,810.54	59,270.46	87.98%	39,745.23
210-43120 STREET-PAVEMENT MAINT					
210-43120.444 STREET MARKINGS	8,000.00	1,362.15	6,637.85	17.03%	0.00
210-43120.570 SIDEWALK AND CURB MAINTEN	5,000.00	3,664.75	1,335.25	73.30%	0.00
210-43120.610 PAVEMENT MAINTENANCE	225,000.00	184,896.03	40,103.97	82.18%	0.00
Total STREET-PAVEMENT MAINT	238,000.00	189,922.93	48,077.07	79.80%	0.00
210-43123 STREETS - TRAFFIC LIGHTS					
210-43123.570 TRAFFIC LIGHTS MAINTENANC	3,000.00	10,491.10	-7,491.10	349.70%	6,650.00
210-43123.622 TRAFFIC LIGHTS - ELECTRIC	7,900.00	6,923.72	976.28	87.64%	963.89
Total STREETS - TRAFFIC LIGHTS	10,900.00	17,414.82	-6,514.82	159.77%	7,613.89
210-43125 WINTER MAINTENANCE					
210-43125.570 CONTRACT SERVICES	20,000.00	15,370.00	4,630.00	76.85%	0.00
210-43125.610 WINTER MAINTENANCE	115,000.00	141,233.84	-26,233.84	122.81%	27.79
Total WINTER MAINTENANCE	135,000.00	156,603.84	-21,603.84	116.00%	27.79

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-43151 STREET - STORMWATER					
210-43151.1 STREET-STORMWATER SALARIE					
210-43151.110 SALARIES - REGULAR	41,616.00	37,083.93	4,532.07	89.11%	3,328.64
Total STREET-STORMWATER SALARIE	41,616.00	37,083.93	4,532.07	89.11%	3,328.64
210-43151.2 STREET-STROMWATER BENEFIT					
210-43151.210 HEALTH INS & OTHER BENEFIT	10,254.00	8,871.65	1,382.35	86.52%	735.86
210-43151.220 SOCIAL SECURITY	3,184.00	2,847.21	336.79	89.42%	254.67
210-43151.226 WORKERS COMP INSURANCE	2,164.00	1,137.78	1,026.22	52.58%	154.46
210-43151.230 RETIREMENT	4,162.00	2,261.05	1,900.95	54.33%	253.36
210-43151.250 UNEMPLOYMENT INSURANCE	80.00	10.86	69.14	13.58%	0.48
Total STREET-STROMWATER BENEFIT	19,844.00	15,128.55	4,715.45	76.24%	1,390.83
210-43151.430 STORM SEWER MAINTENANCE	30,000.00	13,953.51	16,046.49	46.51%	13.21
Total STREET - STORMWATER	91,460.00	66,165.99	25,294.01	72.34%	4,740.80
210-43160 STREET STREET LIGHTS					
210-43160.610 STREET LIGHTS SUPPLIES/MA	7,500.00	5,310.33	2,189.67	70.80%	0.00
210-43160.622 STREET LIGHTS - ELECTRICI	122,000.00	105,532.69	16,467.31	86.50%	19,755.60
Total STREET STREET LIGHTS	129,500.00	110,843.02	18,656.98	85.59%	19,755.60
210-43161 STREETS - CONSERVATION					
210-43161.000 STREETSCAPE MAINT./IMP	16,000.00	11,664.30	4,335.70	72.90%	4,966.86
210-43161.001 VILLAGE GARDEN SPOTS	4,000.00	1,521.22	2,478.78	38.03%	72.34
210-43161.002 MEMORIAL PARK	3,500.00	2,570.53	929.47	73.44%	133.21
Total STREETS - CONSERVATION	23,500.00	15,756.05	7,743.95	67.05%	5,172.41
Total STREET DEPARTMENT	1,121,449.00	890,517.19	230,931.81	78.52%	77,055.60
210-45110 RECREATION & PARKS ADMIN					
210-45110.110 SALARIES - REGULAR	204,759.00	179,772.18	24,986.82	87.80%	15,440.12
210-45110.140 SALARIES - PART-TIME	7,385.00	5,322.23	2,062.77	72.07%	280.86
210-45110.210 HEALTH INS & OTHER BENEFIT	74,554.00	76,430.39	-1,876.39	102.52%	10,002.15
210-45110.220 SOCIAL SECURITY	16,229.00	18,353.05	-2,124.05	113.09%	1,561.59
210-45110.226 WORKERS COMP INSURANCE	7,685.00	13,577.31	-5,892.31	176.67%	1,131.73
210-45110.230 RETIREMENT	20,477.00	19,892.96	584.04	97.15%	1,792.96
210-45110.250 UNEMPLOYMENT INS	5,652.00	2,771.39	2,880.61	49.03%	159.20
210-45110.291 HEALTH IMP PROGRAMS	1,400.00	943.88	456.12	67.42%	0.00
210-45110.330 OTHER PROFESSIONAL SVCS	14,500.00	8,689.73	5,810.27	59.93%	1,424.14
210-45110.340 COMPUTER EXPENSES	9,350.00	9,803.28	-453.28	104.85%	120.00
210-45110.500 TRAINING, CONF, DUES	9,784.00	10,683.63	-899.63	109.19%	0.00
210-45110.521 LIABILITY & PROPERTY INS	21,580.00	33,344.63	-11,764.63	154.52%	0.00
210-45110.530 COMMUNICATIONS	17,500.00	12,599.55	4,900.45	72.00%	3,480.00
210-45110.535 TELEPHONE SERVICES	6,000.00	1,105.38	4,894.62	18.42%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-45110.550 PRINTING & ADVERTISING	3,460.00	2,592.32	867.68	74.92%	207.92
210-45110.610 SUPPLIES	6,004.00	4,259.16	1,744.84	70.94%	709.68
210-45110.813 SCHOLARSHIPS	5,000.00	0.00	5,000.00	0.00%	0.00
Total RECREATION & PARKS ADMIN	431,310.00	400,141.07	31,177.93	92.77%	30,310.35
210-45220 PARKS & FACILITIES					
210-45220.110 SALARIES - REGULAR	60,250.00	53,297.90	6,952.10	88.46%	4,634.60
210-45220.140 SALARIES - PART-TIME	44,697.00	47,396.75	-2,699.75	106.04%	2,844.78
210-45220.210 HEALTH INS & OTHER BENEFIT	18,624.00	14,389.95	4,234.05	77.27%	1,299.48
210-45220.220 SOCIAL SECURITY	8,028.00	3,626.10	4,401.90	45.17%	217.63
210-45220.230 RETIREMENT	6,025.00	5,329.56	695.44	88.46%	463.44
210-45220.291 HEALTH IMP PROGRAMS	350.00	0.00	350.00	0.00%	0.00
210-45220.330 OTHER PROFESSIONAL SVCS	33,190.00	13,133.74	20,056.26	39.57%	888.12
210-45220.410 WATER & SEWER CHARGES	3,975.00	5,046.72	-1,071.72	126.96%	1,314.93
210-45220.434 MAINTENANCE-BUILDINGS/GRO	10,694.00	2,671.06	8,022.94	24.98%	341.49
210-45220.441 LAND LEASE	500.00	500.00	0.00	100.00%	0.00
210-45220.442 EQUIPMENT RENTAL	7,500.00	5,371.71	2,128.29	71.62%	280.00
210-45220.500 TRAINING, CONF, DUES	1,887.00	40.00	1,847.00	2.12%	0.00
210-45220.610 SUPPLIES	12,162.00	16,265.04	-4,103.04	133.74%	1,709.59
210-45220.622 ELECTRICAL SERVICE	28,009.00	27,200.55	808.45	97.11%	1,648.73
210-45220.623 HEATING/NATURAL GAS	5,409.00	7,174.77	-1,765.77	132.65%	785.33
210-45220.626 GAS, GREASE & OIL	2,109.00	2,228.37	-119.37	105.66%	196.24
Total PARKS & FACILITIES	243,400.00	203,072.22	39,736.78	83.07%	10,024.30
210-453 SENIOR SUPPORT					
Total SENIOR SUPPORT	0.00	0.00	0.00	0.00%	0.00
210-45551 BROWNELL LIBRARY					
210-45551.1 LIBRARY SALARIES					
210-45551.110 SALARIES REGULAR	313,189.00	263,342.63	49,846.37	84.08%	20,465.55
210-45551.140 SALARIES PART TIME	109,524.00	87,953.92	21,570.08	80.31%	8,366.42
Total LIBRARY SALARIES	422,713.00	351,296.55	71,416.45	83.11%	28,831.97
210-45551.2 LIBRARY BENEFITS					
210-45551.210 HEALTH INS & OTHER BENEFIT	116,088.00	102,023.65	14,064.35	87.88%	8,658.35
210-45551.220 SOCIAL SECURITY	32,500.00	26,922.32	5,577.68	82.84%	2,221.98
210-45551.226 WORKERS COMP INSURANCE	1,514.00	1,064.92	449.08	70.34%	87.50
210-45551.230 RETIREMENT	31,319.00	25,980.70	5,338.30	82.96%	2,026.00
210-45551.250 UNEMPLOYMENT INSURANCE	1,364.00	520.02	843.98	38.12%	50.51
Total LIBRARY BENEFITS	182,785.00	156,511.61	26,273.39	85.63%	13,044.34
210-45551.340 COMPUTER EXPENSES	3,500.00	1,207.71	2,292.29	34.51%	42.39
210-45551.410 WATER AND SEWER CHARGE	900.00	613.71	286.29	68.19%	221.74
210-45551.423 CONTRACT SERVICES	33,183.00	26,865.25	6,317.75	80.96%	2,212.75
210-45551.434 MAINT. BUILDINGS/GROUNDS	20,000.00	18,254.51	1,745.49	91.27%	65.63

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-45551.436 ALARM SYSTEM MAINTENANCE	525.00	493.00	32.00	93.90%	0.00
210-45551.500 TRAINING, CONFERENCES, DU	4,000.00	2,924.39	1,075.61	73.11%	931.16
210-45551.521 LIABILITY & PROPERTY INS.	11,385.00	9,601.44	1,783.56	84.33%	0.00
210-45551.530 TECHNOLOGY ACCESS	6,000.00	5,722.00	278.00	95.37%	39.95
210-45551.535 TELEPHONE SERVICES	1,200.00	1,121.14	78.86	93.43%	91.92
210-45551.536 POSTAGE/DELIVERY	3,500.00	2,467.34	1,032.66	70.50%	120.00
210-45551.572 INTERVIEW COSTS	500.00	459.00	41.00	91.80%	0.00
210-45551.574 VOLUNTEER EXPENSES	700.00	662.40	37.60	94.63%	385.40
210-45551.610 SUPPLIES	13,000.00	11,710.15	1,289.85	90.08%	1,248.22
210-45551.622 ELECTRICAL SERVICE	15,250.00	12,238.77	3,011.23	80.25%	2,381.92
210-45551.623 HEATING/NATURAL GAS	7,400.00	5,489.76	1,910.24	74.19%	645.08
210-45551.640 ADULT COLLECTION-PRINT &	36,500.00	30,381.25	6,118.75	83.24%	2,438.54
210-45551.641 JUVEN COLLECTION-PRNT & E	18,250.00	12,666.22	5,583.78	69.40%	549.80
210-45551.677 COMPUTER REPLACEMENT	8,000.00	7,508.97	491.03	93.86%	4,179.97
210-45551.836 ADULT PROGRAMS	1,000.00	850.82	149.18	85.08%	75.00
210-45551.837 CHILDRENS PROGRAMS	4,000.00	1,099.79	2,900.21	27.49%	587.84
210-45551.891 CAPITAL OUTLAY	4,000.00	3,810.00	190.00	95.25%	0.00
Total BROWNELL LIBRARY	798,291.00	663,955.78	134,335.22	83.17%	50,093.62
210-47 DEBT SERVICE					
210-47116.000 CAPITAL IMP PRINCIPAL	135,300.00	135,135.00	165.00	99.88%	0.00
210-47117.000 EJRP PRINCIPAL	105,000.00	105,000.00	0.00	100.00%	0.00
210-47216.000 CAPITAL IMP - INTEREST	75,122.00	75,030.19	91.81	99.88%	0.00
210-47217.000 EJRP INTEREST	-156.00	-5,821.06	5,665.06	3,731.45%	0.00
Total DEBT SERVICE	315,266.00	309,344.13	5,921.87	98.12%	0.00
210-491 CAPITAL/MISC TRANSFERS					
210-49100.030 CAP RESRV FND CONT - BEG	295,582.00	317,686.50	-22,104.50	107.48%	0.00
210-49100.031 ROLLING STOCK FUND CONTRI	213,624.00	160,218.00	53,406.00	75.00%	0.00
210-49100.040 TRANS FOR BUILDING MAINT	50,000.00	37,500.00	12,500.00	75.00%	0.00
210-49100.802 EMP TERM BENEFITS TRANSFE	5,000.00	3,750.00	1,250.00	75.00%	0.00
210-49101.030 TRANS TO CAPITAL RESERVE	109,652.00	82,239.00	27,413.00	75.00%	0.00
Total CAPITAL/MISC TRANSFERS	673,858.00	601,393.50	72,464.50	89.25%	0.00
210-493 GRANT AND OTHER UNBUDGETE					
210-4930 TERMINATION BENEFITS FROM					
Total TERMINATION BENEFITS FROM	0.00	0.00	0.00	0.00%	0.00
210-4934 GRANT EXPENDITURES					
210-49340.000 MISC GRANT EXPENDITURES	0.00	1,850.00	-1,850.00	100.00%	500.00
210-49340.006 LIBRARY GRANT EXPENDITURE	0.00	440.00	-440.00	100.00%	0.00
210-49340.008 STATE GRANT EXPENDITURES	0.00	1,650.00	-1,650.00	100.00%	0.00
210-49345 DONATION EXPENDITURES					
210-49345.000 LIBRARY DONATION EXPENDIT	0.00	10,443.14	-10,443.14	100.00%	1,973.34
210-49345.001 MISC DONATION EXPENDITURE	0.00	384.63	-384.63	100.00%	0.00
Total DONATION EXPENDITURES	0.00	10,827.77	-10,827.77	100.00%	1,973.34

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-49346 LIBRARY REPLACEMENT EXPEN					
210-49346.001 ADULT COLLECTION-PRINT &	0.00	2,328.07	-2,328.07	100.00%	524.40
210-49346.002 JUVEN COLLECTION-PRNT & E	0.00	10.00	-10.00	100.00%	0.00
Total LIBRARY REPLACEMENT EXPEN	0.00	2,338.07	-2,338.07	100.00%	524.40
Total GRANT EXPENDITURES	0.00	17,105.84	-17,105.84	100.00%	2,997.74
Total GRANT AND OTHER UNBUDGETE	0.00	17,105.84	-17,105.84	100.00%	2,997.74
210-494 PARK ST. SCHOOL					
Total PARK ST. SCHOOL	0.00	0.00	0.00	0.00%	0.00
Total Expenditures	4,818,308.00	4,286,516.15	548,792.85	88.98%	255,124.53
Total GENERAL FUND	-60,000.00	131,368.97	-71,368.97	-218.95%	-252,688.52
220-36101.000 INTEREST EARNINGS					
220-36101.000 INTEREST EARNINGS	0.00	11.40	-11.40	100.00%	0.00
220-37000.000 MEMORIAL PARK DONATIONS					
220-37000.000 MEMORIAL PARK DONATIONS	0.00	300.00	-300.00	100.00%	0.00
Total Revenues	0.00	311.40	-311.40	100.00%	0.00
Total Expenditures					
Total Expenditures	0.00	0.00	0.00	0.00%	0.00
Total MEMORIAL PARK FUND					
Total MEMORIAL PARK FUND	0.00	311.40	-311.40	-100.00%	0.00
222-36101.000 Interest Earnings					
222-36101.000 Interest Earnings	0.00	12.85	-12.85	100.00%	0.00
222-39110.000 GENERAL FUND TRANS IN					
222-39110.000 GENERAL FUND TRANS IN	0.00	37,500.00	-37,500.00	100.00%	0.00
Total Revenues	0.00	37,512.85	-37,512.85	100.00%	0.00
222-46802.002 BROWNELL LIBRARY MAINT					
222-46802.002 BROWNELL LIBRARY MAINT	0.00	22,394.58	-22,394.58	100.00%	2,300.00
222-46802.003 PARK ST. SCHOOL MAINT					
222-46802.003 PARK ST. SCHOOL MAINT	0.00	7,255.00	-7,255.00	100.00%	0.00
Total Expenditures	0.00	29,649.58	-29,649.58	100.00%	2,300.00
Total BUILDING MAINT FUND	0.00	7,863.27	-7,863.27	-100.00%	-2,300.00
223-31101.000 PENNY TAX					
223-31101.000 PENNY TAX	0.00	109,539.60	-109,539.60	100.00%	-64.63
223-36101.000 Interest Earnings					
223-36101.000 Interest Earnings	0.00	473.28	-473.28	100.00%	0.00
Total Revenues	0.00	110,012.88	-110,012.88	100.00%	-64.63
223-46801.002 STREET BANNERS					
223-46801.002 STREET BANNERS	0.00	4,506.00	-4,506.00	100.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total Expenditures	0.00	4,506.00	-4,506.00	100.00%	0.00
Total TRUSTEE CAP IMP PROJECTS	0.00	105,506.88	-105,506.88	-100.00%	-64.63
225-34700.000 SR CTR MEMBERSHIPS	0.00	3,134.00	-3,134.00	100.00%	135.00
225-34701.000 SR CTR FUND RAISING REV	0.00	2,958.20	-2,958.20	100.00%	309.00
225-34702.000 SR CTR ACTIVITY FEES	0.00	5,284.55	-5,284.55	100.00%	534.00
225-34703.000 SR CTR AFTER HR FEES	0.00	957.00	-957.00	100.00%	100.00
225-36101.000 Interest Earnings	0.00	92.66	-92.66	100.00%	0.00
225-36400.000 SR CTR DONATIONS	0.00	1,082.36	-1,082.36	100.00%	33.85
225-36603.000 MISCELLANEOUS REV	0.00	2,344.00	-2,344.00	100.00%	0.00
Total Revenues	0.00	15,852.77	-15,852.77	100.00%	1,111.88
225-45122.330 OTHER PROF SERVICES	0.00	50.00	-50.00	100.00%	0.00
225-45122.430 REPAIRS & MAINTENANCE	0.00	2,226.21	-2,226.21	100.00%	250.00
225-45122.610 OPERATIONAL SUPP/EXP	0.00	2,791.17	-2,791.17	100.00%	412.89
225-45122.612 FUND RAISER EXPENSES	0.00	2,288.40	-2,288.40	100.00%	86.52
225-45122.614 PROGRAM EXPENSES	0.00	2,699.23	-2,699.23	100.00%	412.14
225-45122.810 TRIP EXPENSES	0.00	5,786.27	-5,786.27	100.00%	0.00
225-45122.812 MEAL SITE EXPENSES	0.00	3,882.47	-3,882.47	100.00%	506.47
225-45122.813 Meal Site Outing Exp	0.00	33.47	-33.47	100.00%	33.47
Total Expenditures	0.00	19,757.22	-19,757.22	100.00%	1,701.49
Total SENIOR CENTER FUND	0.00	-3,904.45	3,904.45	-100.00%	-589.64
226-34720.000 POOL DAY ADMINSSION	65,310.00	46,645.36	18,664.64	71.42%	115.00
226-34721.000 POOL MEMBERSHIPS	38,694.00	15,452.19	23,241.81	39.93%	1,161.70
226-34722.000 SWIM LESSONS	43,804.00	35,951.39	7,852.61	82.07%	396.70
226-34725.000 CONCESSION SALES	25,977.00	13,911.11	12,065.89	53.55%	0.00
226-34750.000 FACILITY & FIELD RENTAL	8,232.00	8,983.12	-751.12	109.12%	675.00
226-34779.115 Youth Prog - RP	114,205.00	244,082.57	-129,877.57	213.72%	605.00
226-34779.120 Youth Prog - AS	26,323.00	25,231.79	1,091.21	95.85%	0.00
226-34780.000 ADULT PROGRAMS	62,343.00	35,793.83	26,549.17	57.41%	1,543.00
226-34781.120 Childcare - AS	561,592.00	517,605.45	43,986.55	92.17%	11,269.39
226-34781.121 Childcare - PS	357,617.00	278,301.23	79,315.77	77.82%	3,730.37
226-34781.122 Childcare - DC	285,150.00	263,447.93	21,702.07	92.39%	5,976.36
226-34782.000 SHARED STAFFING CONTRACT	11,925.00	36,030.17	-24,105.17	302.14%	14,273.35
226-39505.000 SPONSORSHIP	8,675.00	2,100.00	6,575.00	24.21%	0.00
Total Revenues	1,609,847.00	1,523,536.14	86,310.86	94.64%	39,745.87
226-43200.805 Interest Expense	0.00	1,435.07	-1,435.07	100.00%	0.00
226-45110 ADMINISTRATION					
226-45110.110 SALARIES - REGULAR	32,718.00	22,653.54	10,064.46	69.24%	2,323.44
226-45110.140 SALARIES - PART-TIME	15,121.00	1,282.50	13,838.50	8.48%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
226-45110.210 HEALTH INS & OTHER BENEFIT	9,717.00	12,862.05	-3,145.05	132.37%	698.91
226-45110.220 SOCIAL SECURITY	3,660.00	1,830.85	1,829.15	50.02%	177.72
226-45110.226 WORKERS COMPENSATION INS	30,006.00	31,145.39	-1,139.39	103.80%	2,170.72
226-45110.230 RETIREMENT	4,150.00	0.00	4,150.00	0.00%	0.00
226-45110.291 HEALTH IMP PROGRAMS	350.00	0.00	350.00	0.00%	0.00
226-45110.330 OTHER PROFESSIONAL SVCS	4,667.00	3,250.00	1,417.00	69.64%	0.00
226-45110.340 COMPUTER EXPENSES	0.00	8,769.82	-8,769.82	100.00%	120.00
226-45110.442 Equipment Rentals	2,000.00	1,945.62	54.38	97.28%	150.00
226-45110.500 TRAINING, CONF, DUES	10,387.00	9,836.42	550.58	94.70%	1,210.67
226-45110.530 COMMUNICATIONS	1,680.00	5,001.81	-3,321.81	297.73%	439.42
226-45110.535 TELEPHONE SVCS	4,500.00	2,964.60	1,535.40	65.88%	320.34
226-45110.536 POSTAGE	3,219.00	8,057.24	-4,838.24	250.30%	1,855.00
226-45110.550 PRINTING & ADVERTISING	15,400.00	10,930.00	4,470.00	70.97%	0.00
Total ADMINISTRATION	137,575.00	120,829.04	17,045.16	87.61%	9,466.22
226-45115 RECREATION PROGRAMS					
226-45115.140 SALARIES - PART -TIME	40,093.00	15,053.96	25,039.04	37.55%	1,214.00
226-45115.220 SOCIAL SECURITY	3,079.00	1,151.72	1,927.28	37.41%	92.86
226-45115.330 OTHER PROFESSIONAL SVCS	86,206.00	205,257.70	-119,051.70	238.10%	22,286.75
226-45115.410 WATER & SEWER CHARGES	800.00	44.87	755.13	5.61%	44.87
226-45115.434 MAINTENANCE-BLDGS/GROUNDS	250.00	0.00	250.00	0.00%	0.00
226-45115.440 RENTAL	1,400.00	0.00	1,400.00	0.00%	0.00
226-45115.442 EQUIPMENT RENTALS	1,225.00	460.00	765.00	37.55%	0.00
226-45115.500 TRAINING, CONF, DUES	850.00	0.00	850.00	0.00%	0.00
226-45115.536 POSTAGE	79.00	0.00	79.00	0.00%	0.00
226-45115.550 PRINTING & ADVERTISING	354.00	90.00	264.00	25.42%	0.00
226-45115.580 TRAVEL	1,508.00	0.00	1,508.00	0.00%	0.00
226-45115.610 SUPPLIES	24,795.00	31,802.90	-7,007.90	128.26%	629.83
226-45115.800 STUDENT SPECIAL PROGRAMS	1,388.00	755.20	632.80	54.41%	0.00
Total RECREATION PROGRAMS	162,027.00	284,616.35	-92,569.35	157.14%	24,266.31
226-45120 AFTER SCHOOL CARE					
226-45120.110 SALARIES - REGULAR	172,966.00	222,163.27	-49,197.27	128.44%	21,463.60
226-45120.140 SALARIES - PART-TIME	149,687.00	128,916.27	20,770.73	86.12%	14,458.37
226-45120.210 HEALTH INS & OTHER BENEFIT	64,490.00	64,734.43	-244.43	100.38%	7,210.19
226-45120.220 SOCIAL SECURITY	24,384.00	26,989.94	-2,605.94	110.69%	2,751.41
226-45120.230 RETIREMENT	19,973.00	23,504.44	-3,531.44	117.68%	2,146.32
226-45120.291 HEALTH IMP PROGRAMS	1,750.00	951.48	798.52	54.37%	45.00
226-45120.330 OTHER PROFESSIONAL SVCS	15,566.00	17,853.83	-2,287.83	114.70%	2,387.00
226-45120.421 TRUCK LEASE	23,845.00	35,452.34	-11,607.34	148.68%	11,607.02
226-45120.500 TRAINING, CONF, DUES	13,835.00	7,782.04	6,052.96	56.25%	1,200.00
226-45120.580 TRAVEL	30,259.00	21,169.75	9,089.25	69.96%	3,333.97
226-45120.610 SUPPLIES	28,061.00	28,180.80	-119.80	100.43%	3,855.54
226-45120.626 GAS, GREASE & OIL	1,750.00	180.55	1,569.45	10.32%	0.00
Total AFTER SCHOOL CARE	546,566.00	577,079.14	-31,313.14	105.73%	70,456.42
226-45121 PRESCHOOL					

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
226-45121.110 SALARIES - REGULAR	163,013.00	148,093.51	14,919.49	90.85%	12,988.88
226-45121.140 SALARIES - PART-TIME	41,438.00	22,433.63	19,004.37	54.14%	2,077.42
226-45121.210 HEALTH INS & OTHER BENEFIT	86,583.00	60,338.05	26,244.95	69.69%	5,495.09
226-45121.220 SOCIAL SECURITY	15,641.00	13,130.88	2,510.12	83.95%	1,171.61
226-45121.230 RETIREMENT	16,300.00	14,746.68	1,553.32	90.47%	1,282.32
226-45121.291 HEALTH IMP PROGRAMS	1,400.00	974.43	425.57	69.60%	236.69
226-45121.330 OTHER PROFESSIONAL SVCS	2,710.00	5,721.09	-3,011.09	211.11%	339.00
226-45121.440 RENTAL	5,000.00	0.00	5,000.00	0.00%	0.00
226-45121.500 TRAINING, CONF, DUES	11,998.00	8,157.43	3,840.57	67.99%	0.00
226-45121.530 COMMUNICATIONS	0.00	2,265.38	-2,265.38	100.00%	206.23
226-45121.580 TRAVEL	960.00	542.30	417.70	56.49%	0.00
226-45121.610 SUPPLIES	4,500.00	4,979.44	-479.44	110.65%	427.19
Total PRESCHOOL	349,543.00	201,382.82	60,160.10	80.80%	24,224.43
226-45122 SUMMER DAY CAMPS					
226-45122.110 SALARIES - REGULAR	35,535.00	11,541.43	23,993.57	32.48%	0.00
226-45122.140 SALARIES - PART-TIME	160,235.00	140,126.29	20,108.71	87.45%	151.50
226-45122.220 SOCIAL SECURITY	14,976.00	11,640.35	3,335.65	77.73%	11.59
226-45122.330 OTHER PROFESSIONAL SVCS	6,062.00	4,614.01	1,447.99	76.11%	0.00
226-45122.580 TRAVEL	25,170.00	25,531.33	-361.33	101.44%	0.00
226-45122.610 Supplies	15,499.00	8,882.56	6,616.44	57.31%	0.00
Total SUMMER DAY CAMPS	257,477.00	202,335.97	55,141.03	78.50%	163.09
226-45124 POOL					
226-45124.140 SALARIES - PART-TIME	91,127.00	61,565.61	29,561.39	67.56%	0.00
226-45124.220 SOCIAL SECURITY	6,972.00	4,750.06	2,221.94	68.13%	0.00
226-45124.330 OTHER PROFESSIONAL SVCS	9,110.00	3,963.04	5,146.96	43.50%	0.00
226-45124.410 WATER & SEWER CHARGES	1,799.00	1,840.22	-41.22	102.29%	0.00
226-45124.434 MAINTENANCE-BLDGS/GROUNDS	16,496.00	12,737.87	3,758.13	77.22%	338.77
226-45124.610 SUPPLIES	5,839.00	3,434.52	2,404.48	58.82%	694.26
Total POOL	131,343.00	88,291.32	43,051.68	67.22%	1,033.03
226-45125 CONCESSIONS					
226-45125.140 SALARIES - PART-TIME	7,693.00	6,892.03	800.97	89.59%	0.00
226-45125.220 SOCIAL SECURITY	589.00	527.23	61.77	89.51%	0.00
226-45125.500 TRAINING, CONF, DUES	140.00	140.00	0.00	100.00%	0.00
226-45125.610 SUPPLIES	15,394.00	8,917.16	6,476.84	57.93%	0.00
Total CONCESSIONS	23,816.00	16,476.42	7,339.58	69.18%	0.00
226-45220 PARKS & FACILITIES					
226-45220.550 TRAINING, CONF, DUES	1,500.00	1,878.66	-378.66	125.24%	0.00
226-45220.610 PARKS & FACILITIES SUPPLI	0.00	1,816.00	-1,816.00	100.00%	0.00
Total PARKS & FACILITIES	1,500.00	3,694.66	-2,194.66	246.31%	0.00
Total Expenditures	1,609,847.00	1,546,641.59	63,205.41	96.07%	129,613.50

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total EJRP PPROGRAMS FUND	0.00	-23,105.45	23,105.45	-100.00%	-89,867.63
230-331 GRANT REVENUE					
230-33120.000 CRES CNCTR GRANT STP 5300	0.00	144,803.76	-144,803.76	100.00%	117,858.21
230-33123.000 PEARL MISS LNK EJ STP 530	0.00	1,431,912.34	-1,431,912.34	100.00%	0.00
230-33126.000 MAIN PED BRIDGE - BC828	0.00	10,322.96	-10,322.96	100.00%	0.00
Total GRANT REVENUE	0.00	1,587,039.06	-1,587,039.06	100.00%	117,858.21
230-341 CONTRIBUTIONS					
Total CONTRIBUTIONS	0.00	0.00	0.00	0.00%	0.00
230-361 INTEREST EARNINGS					
230-36101.000 INTEREST EARNINGS	0.00	277.00	-277.00	100.00%	0.00
Total INTEREST EARNINGS	0.00	277.00	-277.00	100.00%	0.00
230-37000.000 BRICK/MANS STRM CA0462	0.00	27,977.61	-27,977.61	100.00%	0.00
230-391 GENERAL FUND TRANSFER IN					
230-39110.000 CONTRIB FROM GENERAL FUND	0.00	317,686.50	-317,686.50	100.00%	0.00
Total GENERAL FUND TRANSFER IN	0.00	317,686.50	-317,686.50	100.00%	0.00
Total Revenues	0.00	1,932,980.17	-1,932,980.17	100.00%	117,858.21
230-46801.006 MULTI-USE PATH NORTH	0.00	657.00	-657.00	100.00%	0.00
230-46801.007 PEARL ST. LINKING SIDEWAL	0.00	1,461,567.82	-1,461,567.82	100.00%	382.34
230-46801.008 CRESCENT CONNECTOR	0.00	79,958.87	-79,958.87	100.00%	0.00
230-46801.015 HILLCREST SIDEWALK	0.00	208,693.71	-208,693.71	100.00%	0.00
230-46801.016 MAIN PED BRIDGE BC1828	0.00	26,543.91	-26,543.91	100.00%	7,373.75
230-46801.017 GREENWOOD DRAINAGE	0.00	42,837.52	-42,837.52	100.00%	40,530.60
230-46801.710 BRICK/MANSF STRM CA0462	0.00	24,383.96	-24,383.96	100.00%	0.00
230-46801.715 Fairview Main St ERP	0.00	1,172.50	-1,172.50	100.00%	1,067.00
230-46801.805 Interest Exp. on cash	0.00	434.73	-434.73	100.00%	0.00
Total Expenditures	0.00	1,846,250.02	-1,846,250.02	100.00%	49,353.68
Total GEN FUND CAP RESERVE	0.00	86,730.15	-86,730.15	-100.00%	86,504.52
231-36101.000 INTEREST EARNINGS	0.00	201.91	-201.91	100.00%	0.00
231-39110.000 CONTRIB FROM GENERAL FUND	0.00	160,218.00	-160,218.00	100.00%	0.00
231-39300.000 BOND PROCEEDS	0.00	150,000.00	-150,000.00	100.00%	0.00
Total Revenues	0.00	310,419.91	-310,419.91	100.00%	0.00
231-43131.162 COMPRESSOR	0.00	12,379.75	-12,379.75	100.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
231-43131.163 PIERCE ARROW PUMPER	0.00	572,347.00	-572,347.00	100.00%	0.00
231-43131.164 SIDEWALK PLOW (FY18)	0.00	142,887.00	-142,887.00	100.00%	0.00
231-47117.000 FIRE TRUCK LOAN PRINCIPAL	0.00	50,000.00	-50,000.00	100.00%	0.00
231-47217.000 INTEREST EXPENSE	0.00	786.57	-786.57	100.00%	0.00
Total Expenditures	0.00	770,400.32	-770,400.32	100.00%	0.00
Total ROLLING STOCK FUND	0.00	-467,980.41	467,980.41	-100.00%	0.00
232-36101.000 INTEREST EARNINGS	0.00	244.62	-244.62	100.00%	0.00
Total Revenues	0.00	244.62	-244.62	100.00%	0.00
Total LAND ACQUISITION FUND	0.00	244.62	-244.62	-100.00%	0.00
233-36101.000 Interest Earnings	0.00	6.07	-6.07	100.00%	0.00
233-39110.000 CONTRIBUTION FROM GEN FUN	0.00	82,239.00	-82,239.00	100.00%	0.00
Total Revenues	0.00	82,245.07	-82,245.07	100.00%	0.00
233-46801.001 TRUCK/TRACTOR LEASE	0.00	13,524.89	-13,524.89	100.00%	0.00
233-46801.003 LANDSCAPING	0.00	1,787.00	-1,787.00	100.00%	0.00
233-46801.004 MAINT GARAGE/CAMP ADDITIO	0.00	112,182.26	-112,182.26	100.00%	30,825.69
233-46801.805 Interest Expense	0.00	34.46	-34.46	100.00%	0.00
Total Expenditures	0.00	127,528.61	-127,528.61	100.00%	30,825.69
Total EARP CAP RESERVE	0.00	-45,283.54	45,283.54	-100.00%	-30,825.69
Total Revenues	0.00	0.00	0.00	0.00%	0.00
253-468 CAPITAL PROJECTS					
Total CAPITAL PROJECTS	0.00	0.00	0.00	0.00%	0.00
Total Expenditures	0.00	0.00	0.00	0.00%	0.00
Total BOND FUND	0.00	0.00	0.00	0.00%	0.00
254-3 REVENUE					
254-34 OPERATING REVENUE					
254-34402.000 INTEREST EARNINGS	0.00	69.69	-69.69	100.00%	0.00
254-34403.000 MISC. - UNCLASSIFIED RECE	0.00	597.73	-597.73	100.00%	369.60
254-346 USER CHARGES					
254-34801.000 SALE OF WATER-RESIDENTIAL	930,063.00	934,324.84	-4,261.84	100.46%	-987.50
254-34811.000 WATER BILLING PENALTIES	4,000.00	4,371.54	-371.54	109.29%	1,037.50
254-34812.000 WATER SALES - LARGE USERS	91,480.00	74,577.38	16,902.62	81.52%	6,766.66

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
254-34821.000 HOOK ON FEES	15,000.00	7,300.00	7,700.00	48.67%	0.00
Total USER CHARGES	1,040,543.00	1,020,573.76	19,969.24	98.00%	6,816.66
254-349 GF PASS THROUGH REVENUES					
254-34900.000 SALE OF WATER-GF	2,681,600.00	2,145,376.80	536,223.20	80.00%	194,657.40
254-34902.000 SALE OF WATER - GF VT TA	63,875.00	51,080.40	12,794.60	79.97%	4,634.70
Total GF PASS THROUGH REVENUES	2,745,475.00	2,196,457.20	549,017.80	80.00%	199,292.10
Total OPERATING REVENUE	3,786,018.00	3,217,690.38	568,319.62	84.99%	206,470.36
254-390 NON OPERATING REVENUE					
254-39000.001 CURRENT YR CONTRIBUTION I	0.00	120,000.00	-120,000.00	100.00%	0.00
Total NON OPERATING REVENUE	0.00	120,000.00	-120,000.00	100.00%	0.00
Total REVENUE	3,786,018.00	3,337,690.38	448,319.62	88.16%	206,470.36
Total Revenues	3,786,018.00	3,337,690.38	448,319.62	88.16%	206,470.36
254-43 EXPENSES					
254-432 OPERATING EXPENSES					
254-4320 GENERAL EXPENSES					
254-43200.1 WATER FUND SALARIES					
254-43200.110 SALARIES REGULAR	111,775.00	87,797.16	23,977.84	78.55%	8,407.25
254-43200.130 SALARIES OVERTIME	14,000.00	14,789.15	-789.15	105.64%	980.73
254-43200.140 SALARIES PART TIME	5,293.00	3,703.55	1,589.45	69.97%	284.80
Total WATER FUND SALARIES	131,068.00	106,289.86	24,778.14	81.10%	9,672.78
254-43200.2 WATER FUND BENEFITS					
254-43200.210 HEALTH INS & OTHER BENEFIT	44,500.00	28,862.11	15,637.89	64.86%	3,402.95
254-43200.220 SOCIAL SECURITY	10,091.00	8,174.20	1,916.80	81.00%	740.48
254-43200.226 WORKERS COMP INSURANCE	6,624.00	5,402.25	1,221.75	81.56%	495.16
254-43200.230 RETIREMENT	11,178.00	8,678.49	2,499.51	77.64%	814.76
254-43200.250 UNEMPLOYMENT INSURANCE	353.00	143.12	209.88	40.54%	9.29
Total WATER FUND BENEFITS	72,746.00	51,266.17	21,480.83	70.46%	5,462.64
254-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	0.00	1,000.00	0.00%	0.00
254-43200.335 AUDIT	3,623.00	3,622.50	0.50	99.99%	0.00
254-43200.340 COMPUTER EXPENSES	1,500.00	1,015.46	484.54	67.70%	0.00
254-43200.410 WATER AND SEWER CHARGE	200.00	97.08	102.92	48.54%	25.22
254-43200.411 CWD WATER PURCHASE	493,810.00	367,254.23	126,555.77	74.37%	32,318.96
254-43200.412 STATE WATER TAX	12,662.00	8,744.16	3,917.84	69.06%	769.50
254-43200.430 WATER LINES MAINT-BREAKS	16,000.00	60,721.66	-44,721.66	379.51%	18,785.94
254-43200.432 VEHICLE MAINTENANCE	0.00	72.47	-72.47	100.00%	0.00
254-43200.441 RIGHT OF WAY AGREEMENTS	142.00	91.68	50.32	64.56%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
254-43200.491 CONTRACTUAL SERVICES	106,531.00	77,557.50	28,973.50	72.80%	0.00
254-43200.500 TRAINING, CONFERENCES, DU	2,000.00	2,664.00	-664.00	133.20%	600.00
254-43200.521 LIABILITY & PROPERTY INS.	3,011.00	2,593.65	417.35	86.14%	0.00
254-43200.535 TELEPHONE SERVICES	1,000.00	1,348.12	-348.12	134.81%	139.70
254-43200.536 POSTAGE	2,000.00	2,556.22	-556.22	127.81%	542.21
254-43200.550 PRINTING AND ADVERTISING	2,000.00	335.15	1,664.85	16.76%	0.00
254-43200.570 MAINTENANCE OTHER	2,000.00	7,842.17	-5,842.17	392.11%	0.00
254-43200.572 INTERVIEW COSTS	0.00	175.00	-175.00	100.00%	0.00
254-43200.610 SUPPLIES	6,000.00	8,400.60	-2,400.60	140.01%	553.60
254-43200.612 UNIFORMS, BOOTS, ETC	1,500.00	1,064.30	435.70	70.95%	0.00
254-43200.613 METERS AND PARTS	1,000.00	0.00	1,000.00	0.00%	0.00
254-43200.614 DISTRIBUTION MATERIALS	7,000.00	6,379.76	620.24	91.14%	174.20
254-43200.622 ELECTRICAL SERVICE	750.00	956.72	-206.72	127.56%	120.56
254-43200.623 HEATING/NATURAL GAS	4,000.00	2,420.58	1,579.42	60.51%	348.08
254-43200.626 GAS, GREASE AND OIL	3,000.00	1,096.38	1,903.62	36.55%	249.60
254-43200.742 TRANS TO CAPITAL RESERVE	160,000.00	120,000.00	40,000.00	75.00%	0.00
254-43200.805 INTEREST EXPENSE	0.00	103.74	-103.74	100.00%	0.00
254-43200.891 CAPITAL OUTLAY	6,000.00	0.00	6,000.00	0.00%	0.00
Total GENERAL EXPENSES	1,040,543.00	834,683.16	205,879.84	80.21%	69,762.99
254-4321 OF WATER EXPENSES					
254-43210.411 CWD WATER PURC - GF	2,681,600.00	2,145,376.80	536,223.20	80.00%	194,657.40
254-43210.412 STATE WATER TAX - GF	63,875.00	51,080.40	12,794.60	79.97%	4,634.70
Total OF WATER EXPENSES	2,745,475.00	2,196,457.20	549,017.80	80.00%	199,292.10
Total OPERATING EXPENSES	3,786,018.00	3,031,120.36	754,897.64	80.06%	269,055.09
254-433 CAPITAL PROJECT EXPENSES					
254-43330.002 METER REPLACEMENT PROGRAM	0.00	16,026.77	-16,026.77	100.00%	5,844.14
254-43330.005 SERIES 3 BOND INTEREST	0.00	16,581.76	-16,581.76	100.00%	0.00
254-43332 BONDED PROJECTS					
254-43332.007 UB CONVERSION TO NEMRC	0.00	1,645.83	-1,645.83	100.00%	0.00
Total BONDED PROJECTS	0.00	1,645.83	-1,645.83	100.00%	0.00
Total CAPITAL PROJECT EXPENSES	0.00	34,254.36	-34,254.36	100.00%	5,844.14
Total EXPENSES	3,786,018.00	3,065,374.72	720,643.28	80.97%	274,899.23
Total Expenditures	3,786,018.00	3,065,374.72	720,643.28	80.97%	274,899.23
Total WATER FUND	0.00	272,323.66	-272,323.66	-100.00%	-69,420.87
255-3 REVENUE					
255-34 OPERATING REVENUE					
255-34402.000 INTEREST EARNINGS	0.00	3,750.51	-3,750.51	100.00%	0.00
255-34403.000 MISC - UNCLASSIFIED RECEI	0.00	356.93	-356.93	100.00%	0.00
255-340 VILLAGE USER CHARGES					

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-34801.000 VILLAGE USER CHARGE	645,063.00	647,711.82	-2,648.82	100.41%	0.00
255-34811.000 VILLAGE USER PENALTIES	3,000.00	2,424.73	575.27	80.82%	0.00
255-34812.000 VILL. SEPTAGE DISCHARGE I	20,000.00	24,552.65	-4,552.65	122.76%	2,198.50
255-34813.000 VILLAGE LEACHATE REVENUES	0.00	1,056.81	-1,056.81	100.00%	85.69
Total VILLAGE USER CHARGES	668,063.00	675,746.01	-7,683.01	101.15%	2,284.19
255-349 TRI-TOWN REVENUES					
255-34900.000 WASTEWATER CHARGE - ESSEX	476,928.00	437,184.00	39,744.00	91.67%	39,744.00
255-34901.000 WASTEWATER CHARGE - WILLI	675,345.00	562,787.50	112,557.50	83.33%	0.00
255-34903.001 SHARED SEPTAGE REVENUES	9,511.00	0.00	9,511.00	0.00%	0.00
255-34903.005 PUMP STATION MAINT. FEES	30,300.00	22,725.00	7,575.00	75.00%	0.00
Total TRI-TOWN REVENUES	1,192,084.00	1,022,696.50	169,387.50	85.79%	39,744.00
Total OPERATING REVENUE	1,660,147.00	1,702,549.95	157,507.05	91.53%	42,028.19
255-39 NON OPERATING INCOME					
255-39000.001 CURRENT YR CONTRIBUTION I	0.00	240,000.00	-240,000.00	100.00%	0.00
255-39700.002 ESSEX - DEBT PAYMENT	0.00	298,512.30	-298,512.30	100.00%	0.00
255-39700.003 WILLISTON - DEBT PAYMENT	0.00	285,286.95	-285,286.95	100.00%	-688.66
255-39700.004 ESSEX JCT - DEBT PAYMENT	0.00	312,457.12	-312,457.12	100.00%	0.00
Total NON OPERATING INCOME	0.00	1,136,256.37	-1,136,256.37	100.00%	-688.66
Total REVENUE	1,660,147.00	2,838,806.32	-978,659.32	152.61%	41,339.53
Total Revenues	1,660,147.00	2,838,806.32	-978,659.32	152.61%	41,339.53
255-43 EXPENSES					
255-4320 GENERAL EXPENSES					
255-43200.1 WWTF SALARIES					
255-43200.110 SALARIES REGULAR	340,008.00	297,365.86	42,642.14	87.46%	23,510.00
255-43200.130 SALARIES OVERTIME	48,000.00	37,256.87	10,743.13	77.62%	2,539.78
255-43200.140 SALARIES PART TIME	10,000.00	16,952.03	-6,952.03	169.52%	930.90
Total WWTF SALARIES	398,008.00	351,574.76	46,433.24	88.33%	26,980.68
255-43200.2 WWTF BENEFITS					
255-43200.210 HEALTH INS & OTHER BENEFIT	119,377.00	91,329.32	28,047.68	76.50%	7,295.98
255-43200.220 SOCIAL SECURITY	30,613.00	26,925.42	3,687.58	87.95%	2,062.52
255-43200.226 WORKERS COMP INSURANCE	20,215.00	15,379.47	4,835.53	76.08%	1,161.69
255-43200.230 RETIREMENT	34,001.00	30,109.18	3,891.82	88.55%	2,545.92
255-43200.250 UNEMPLOYMENT INSURANCE	500.00	365.82	134.18	73.16%	23.92
Total WWTF BENEFITS	204,706.00	164,109.21	40,596.79	80.17%	13,080.03
255-43200.320 LEGAL SERVICES	1,000.00	0.00	1,000.00	0.00%	0.00
255-43200.330 OTHER PROFESSIONAL SERVIC	4,000.00	0.00	4,000.00	0.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-43200.335 AUDIT	4,253.00	4,252.50	0.50	99.99%	0.00
255-43200.410 WATER AND SEWER CHARGE	3,000.00	2,711.98	288.02	90.40%	935.46
255-43200.432 VEHICLE MAINTENANCE	3,000.00	4,305.97	-1,305.97	143.53%	54.99
255-43200.491 CONTRACTUAL SERVICES	53,266.00	38,778.75	14,487.25	72.80%	0.00
255-43200.500 TRAINING, CONFERENCES, DU	6,500.00	7,475.89	-975.89	115.01%	1,098.66
255-43200.521 LIABILITY & PROPERTY INS.	38,015.00	27,701.92	10,313.08	72.87%	0.00
255-43200.535 TELEPHONE SERVICES	6,000.00	3,491.20	2,508.80	58.19%	324.67
255-43200.565 GRIT DISPOSAL	15,000.00	9,186.60	5,813.40	61.24%	0.00
255-43200.567 SLUDGE PROCESSING	130,000.00	68,940.00	61,060.00	53.03%	0.00
255-43200.568 SLUDGE MANAGEMENT	150,000.00	69,516.87	80,483.13	46.34%	6,816.95
255-43200.569 WWTF ANNUAL PERMIT FEE	9,900.00	0.00	9,900.00	0.00%	0.00
255-43200.570 MAINTENANCE OTHER	90,000.00	93,196.09	-3,196.09	103.55%	9,450.97
255-43200.577 CONTRACT LABORATORY SERVI	9,000.00	6,821.66	2,178.34	75.80%	1,994.66
255-43200.610 SUPPLIES	10,000.00	5,154.68	4,845.32	51.55%	568.47
255-43200.612 UNIFORMS,BOOTS,ETC	5,000.00	3,649.53	1,350.47	72.99%	316.48
255-43200.618 SUPPLIES - LABORATORY	15,000.00	12,020.19	2,979.81	80.13%	1,822.74
255-43200.619 CHEMICALS	210,000.00	247,944.75	-37,944.75	118.07%	34,149.14
255-43200.622 ELECTRICAL SERVICE	150,000.00	105,721.15	44,278.85	70.48%	8,736.81
255-43200.623 HEATING/NATURAL GAS	20,000.00	19,284.37	715.63	96.42%	3,066.29
255-43200.626 GAS,GREASE AND OIL	4,500.00	3,642.23	857.77	80.94%	134.98
255-43200.742 TRANS TO CAPITAL RESERVE	320,000.00	240,000.00	80,000.00	75.00%	0.00
Total GENERAL EXPENSES	1,860,148.00	1,489,480.30	370,667.70	80.07%	109,541.90
255-433 CAPITAL PROJECTS/EXPENSES					
255-43330.000 ARRA Loan-AR1-004 Admin F	0.00	594.78	-594.78	100.00%	0.00
255-43330.001 RZEDB Interest	0.00	46,165.78	-46,165.78	100.00%	0.00
255-43330.002 DIGESTER CLEARNING	0.00	10,100.00	-10,100.00	100.00%	0.00
255-43330.007 CWSRF RF1-148 ADMIN FEE	0.00	247,860.99	-247,860.99	100.00%	0.00
255-43330.009 AUTOMATIC SAMPLERS	0.00	2,032.09	-2,032.09	100.00%	0.00
255-43330.011 HEADWORKS SCREEN	0.00	391.25	-391.25	100.00%	0.00
255-43330.012 ALKALINITY CNTRL INSTALLA	0.00	7,074.72	-7,074.72	100.00%	87.80
255-43330.013 WHEEL LOADER	0.00	65,579.23	-65,579.23	100.00%	35.53
Total CAPITAL PROJECTS/EXPENSES	0.00	379,798.84	-379,798.84	100.00%	123.33
255-434 NON-OPERATING EXPENSES					
Total NON-OPERATING EXPENSES	0.00	0.00	0.00	0.00%	0.00
Total EXPENSES	1,860,148.00	1,869,279.14	-9,131.14	100.49%	109,665.31
Total Expenditures	1,860,148.00	1,869,279.14	-9,131.14	100.49%	109,665.31
Total WASTEWATER FUND	-1.00	969,527.18	-969,526.18		-68,328.78
256-3 REVENUE					
256-33 INTERGOVERNMENTAL REVENUE					
256-33900.000 ESSEX PUMP STATION FEES	23,878.00	17,969.57	5,908.43	75.26%	6,227.33

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
256-33900.001 PARY AGREEMNT REV	15,000.00	11,250.00	3,750.00	75.00%	3,750.00
Total INTERGOVERNMENTAL REVENUE	30,070.00	20,210.57	9,859.43	75.16%	0,977.33
256-34 OPERATING REVENUE					
256-34402.000 INTEREST EARNINGS	0.00	5,081.76	-5,081.76	100.00%	0.00
256-34403.000 MISC. - UNCLASSIFIED RECE	0.00	3,937.50	-3,937.50	100.00%	0.00
256-340 USER CHARGES					
256-34801.000 ANNUAL CUSTOMER CHARGE	567,372.00	568,856.59	-1,484.59	100.26%	0.00
256-34811.000 ANNUAL CUSTOMER CHARGE -	2,500.00	2,224.68	275.32	88.99%	0.00
256-34821.000 HOOK ON FEES	30,000.00	5,000.00	25,000.00	16.67%	0.00
Total USER CHARGES	599,872.00	576,081.27	23,790.73	96.03%	0.00
Total OPERATING REVENUE	599,872.00	588,100.53	14,771.47	97.54%	0.00
256-39 NON OPERATING REVENUE					
256-39000.001 CURRENT YR CONTRIBUTION I	0.00	71,250.00	-71,250.00	100.00%	0.00
256-39200.001 WWTF CAPACITY SALE REVENU	0.00	100,000.00	-100,000.00	100.00%	0.00
Total NON OPERATING REVENUE	0.00	171,250.00	-171,250.00	100.00%	0.00
Total REVENUE	630,750.00	768,570.10	-146,820.10	122.00%	0,977.33
Total Revenues	630,750.00	768,570.10	-146,820.10	122.00%	0,977.33
256-43 EXPENSES					
256-432 OPERATING EXPENSES					
256-43200.1 SANITATION SALARIES					
256-43200.110 SALARIES REGULAR	86,641.00	70,302.01	16,338.99	81.14%	7,221.29
256-43200.130 SALARIES OVERTIME	12,000.00	13,034.04	-1,034.04	108.62%	922.82
256-43200.140 SALARIES PART TIME	5,293.00	3,703.59	1,589.41	69.97%	284.84
Total SANITATION SALARIES	103,934.00	87,039.64	16,894.36	83.75%	8,428.95
256-43200.2 SANITATION BENEFITS					
256-43200.210 HEALTH INS & OTHER BENEFIT	44,500.00	40,293.07	4,206.93	90.55%	3,436.90
256-43200.220 SOCIAL SECURITY	8,013.00	6,778.59	1,234.41	84.59%	658.10
256-43200.226 WORKERS COMP INSURANCE	5,208.00	4,885.28	322.72	93.80%	409.87
256-43200.230 RETIREMENT	8,664.00	8,346.96	317.04	96.34%	658.90
256-43200.250 UNEMPLOYMENT INSURANCE	328.00	152.42	175.58	46.47%	9.76
Total SANITATION BENEFITS	66,713.00	60,456.32	6,256.68	90.62%	5,173.53
256-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	0.00	1,000.00	0.00%	0.00
256-43200.335 AUDIT	1,812.00	1,811.25	0.75	99.96%	0.00
256-43200.340 COMPUTER EXPENSES	2,500.00	2,030.91	469.09	81.24%	0.00
256-43200.410 WATER AND SEWER CHARGE	500.00	272.20	227.80	54.44%	68.05
256-43200.430 SANITATION LINES MAINTENA	6,500.00	5,964.50	535.50	91.76%	5,118.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
256-43200.432 VEHICLE MAINTENANCE	0.00	149.71	-149.71	100.00%	0.00
256-43200.434 PUMP STATION MAINTENANCE	10,000.00	9,734.48	265.52	97.34%	732.23
256-43200.436 SANIT. LINE BACK-UP CLEAN	2,000.00	2,320.95	-320.95	116.05%	0.00
256-43200.441 RIGHT OF WAY AGREEMENTS	1,098.00	1,572.96	-474.96	143.26%	0.00
256-43200.491 CONTRACTUAL SERVICES	136,831.00	100,282.50	36,548.50	73.29%	0.00
256-43200.500 TRAINING, CONFERENCES, DU	200.00	0.00	200.00	0.00%	0.00
256-43200.521 LIABILITY & PROPERTY INS.	5,812.00	4,424.67	1,387.33	76.13%	0.00
256-43200.536 POSTAGE	3,500.00	5,024.92	-1,524.92	143.57%	1,084.42
256-43200.550 PRINTING AND ADVERTISING	550.00	576.84	-26.84	104.88%	0.00
256-43200.570 MAINTENANCE OTHER	1,500.00	301.80	1,198.20	20.12%	0.00
256-43200.610 SUPPLIES	1,000.00	2,826.89	-1,826.89	282.69%	1,490.45
256-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	968.13	531.87	64.54%	39.99
256-43200.622 ELECTRICAL SERVICE	12,000.00	11,033.88	966.12	91.95%	2,398.37
256-43200.623 HEATING/NATURAL GAS	1,300.00	862.04	437.96	66.31%	118.50
256-43200.626 GAS,GREASE AND OIL	2,500.00	2,299.37	200.63	91.97%	421.04
256-43200.742 TRANS TO CAPITAL RESERVE	95,000.00	71,250.00	23,750.00	75.00%	0.00
256-43220 ESSEX PS COSTS					
256-43220.001 SUSIE WILSON PS COSTS	9,000.00	9,391.87	-391.87	104.35%	1,602.26
256-43220.002 WEST ST PS COSTS	11,000.00	9,751.69	1,248.31	88.65%	1,921.09
Total ESSEX PS COSTS	20,000.00	19,143.56	856.44	95.72%	3,523.35
Total OPERATING EXPENSES	477,750.00	390,347.52	87,402.48	81.71%	20,596.88
256-433 CAPITAL PROJECTS/EXPENSE					
256-43330.002 METER REPLACEMENT PROGRAM	0.00	23,996.71	-23,996.71	100.00%	11,688.26
256-43330.007 ARRA Loan-AR1-004 Admin F	0.00	3,602.71	-3,602.71	100.00%	0.00
256-43330.009 RF1-157 PS UpGrd Admin Fe	0.00	19,185.27	-19,185.27	100.00%	0.00
256-43332.007 UB CONVERSION TO NEMRC	0.00	3,291.67	-3,291.67	100.00%	0.00
Total CAPITAL PROJECTS/EXPENSE	0.00	50,076.36	-50,076.36	100.00%	11,688.26
256-434 NON OPERATING EXPENSES					
256-43455.001 TRANS TO WWTF FOR DEBT PY	0.00	312,457.12	-312,457.12	100.00%	0.00
Total NON OPERATING EXPENSES	0.00	312,457.12	-312,457.12	100.00%	0.00
Total EXPENSES	477,750.00	752,881.00	-275,131.00	157.59%	40,285.14
Total Expenditures	477,750.00	752,881.00	-275,131.00	157.59%	40,285.14
Total SANITATION FUND	161,000.00	32,689.10	-128,310.90	20.30%	-30,307.81
Total All Funds	100,999.00	1,066,291.38	-1,167,290.38	1,055.74%	-474,866.05