



**TRUSTEES MEETING NOTICE & AGENDA**  
**TUESDAY, AUGUST 28, 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. Interview Citizen for Zoning Board Vacancy – Robert Mount
5. **OLD BUSINESS**
  - a. Appointment to Zoning Board of Adjustment – George Tyler
6. **NEW BUSINESS**
  - a. Approval of Request for Proposals for Building Needs Analysis – Greg Duggan/Dennis Lutz
  - b. Resolution for Stephen Dunning – Evan Teich
  - c. 2018 Annual Report Dedication – Evan Teich
  - d. Discuss Issues with Multiuse Safety Path – George Tyler
  - e. Discuss Applying for Animating Infrastructure Grant – Elaine Sopchak
  - f. Senior Center: Discuss Data Collection and Analysis of Future Growth and Needs – George Tyler
7. **MANAGER’S REPORT**
  - a. Trustees meeting schedule
8. **TRUSTEES’ COMMENTS & CONCERNS/READING FILE**
  - a. Board Member Comments
  - b. Minutes from other boards/committees:
    - Essex Selectboard 8/6/18 and 8/16/18
    - Capital Program Review Committee 8/7/18
  - c. VLCT Town Fair, South Burlington 10/3/18-10/4/18
  - d. VHFA Statewide Housing Conference 11/13/18-11/14/18
9. **CONSENT AGENDA**
  - a. Approve Minutes of Previous Meeting 8/14/18
  - b. Expense Warrant #17109 dated 8/17/18 in the amount of \$62,822.18
  - c. Expense Warrant #17110 dated 8/24/18 in the amount of \$354,438.80
  - d. FYE 19 Budget Status Report as of 7/31/18

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.*

# **MEMORANDUM**

**TO:** Village Trustees  
**FROM:** Evan Teich, Unified Manager  
**DATE:** August 28, 2018  
**SUBJECT:** Executive Session/Legal

## **Issue**

The issue is whether or not the Trustees will enter into executive session to discuss a legal matter.

## **Discussion**

It would appear that an executive session is necessary to discuss a confidential attorney-client communication for the purpose of providing professional legal services to the Trustees.

## **Cost**

There is no cost associated with this issue.

## **Recommendation**

If the Trustees wish to enter executive session, the following motion is recommended:

“I move that the Trustees enter into executive session to discuss a legal matter in accordance with 1 V.S.A. Section 313 (a)(1)(F) and to include the Manager and Assistant Manager.”

Report: To Board of Trustees

RECEIVED

AUG 29 2018

Village of Essex Junction

**The Senior Center is a vital and integral part of our community. For many seniors living alone it is a wonderful opportunity to socialize and interact with other seniors. By taking part in many various activities. Some as simple as a card game and some definitely more involved but more stimulating and enjoyable such as a bus trip to Lake Winnepesaukee, NH. to see a live performance of a onetime Broadway show, also in state trips sponsored by the senior center.**

**As a resident of Essex Jct. we have been IMMENSLY FORTUNATE to have the facilities we have and are EXTREMELY grateful to the town and village for the use of these facilities, especially to have access to two senior vans, which transport many seniors on a daily basis to vital doctor appointments, shop for groceries, and transportation to the senior center for seniors who either do not have their own car or unable to drive. Many would be isolated in their own homes with no interaction with other seniors. I honestly don't know what my fellow seniors would do without access to these vans.**

**The daily operation of our senior center is made possible by a lot of hard dedicated work by our present Activities Coordinator and MANY hours of senior volunteers.**

**It is our hope that the trustees WILL CONTINUE TO SUPPORT our senior center as they have done in the past and will ALWAYS consider it a VITAL PART of our community**

**We thank the Board of Trustees for allowing us to express the feelings of many members of our senior community.**

Dated: MG-Pt  
8-28-18

## Patricia Benoit

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**From:** Robert Mount  
**Sent:** Thursday, August 16, 2018 1:43 PM  
**To:** Patricia Benoit  
**Subject:** Zoning Board of Adjustment opening - Letter of interest

Hello,

My name is Robert Mount ("Rob") and I would like to express my interest in joining the Zoning Board of Adjustment.

I grew up in Burlington, graduated from BHS and subsequently Champlain College. Shortly after getting married, my wife, Bridget and I bought our first home on Hiawatha Ave where we started our family. We lived there for five years and welcomed two kids (both boys) before we outgrew this house.

For the next ten years, we lived in St. Albans. While living there I became active in my children's sports programs helping coach their soccer and baseball teams. As my boys became more serious about baseball, I joined the St Albans Little League Board of Directors where I was a member (and IT Coordinator) for 8 years and coach for countless teams.

We moved back to Essex Junction in 2016 and are living on Silver Bow Terrace.

For the past three years I've worked for Asure Software in South Burlington, currently holding the IT Manager position. We're a small software company providing services to small businesses who perform payroll services to their customers. Prior to joining Asure I was with GE Healthcare for eight years.

Thank you for your consideration.

Regards,  
--Rob Mount

2 Silver Bow Terrace  
Essex Junction, VT 05452



## **Volunteer Opportunities**

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

### **Zoning Board of Adjustment**

One three-year term through June 2021

### **Bike/Walk Advisory Committee**

One one-year term through June 2019

One three-year terms through June 2021

### **Capital Program Review Committee**

One three-year term through August 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](mailto:patty@essexjunction.org). Questions regarding these positions may be directed to the Municipal Manager's office (878-6944).**

**Memorandum**

**To:** Board of Trustees; Evan Teich, Unified Manager

**Cc:** Chris Gaboriault, Fire Chief; Brad Luck, Director of EJRP

**From:** Greg Duggan, Dep <sup>GSD</sup> Manager; Dennis Lutz, Public Works Director

**Re:** Request for Proposals for Building Needs Analysis

**Date:** August 23, 2018

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**Issue**

The issue is whether the Board of Trustees will authorize staff to finalize and issue a Request for Proposals for a Building Needs Analysis.

**Discussion**

The FYE 2019 – 2023 Capital Budget for the Town of Essex includes \$40,000 – including \$10,000 from the Village – for a Building Facilities Needs Analysis for the Parks and Recreation Department, Fire Department, and the Town and Village Public Works and highway departments. Staff has drafted and is nearly ready to issue an RFP for the analysis. The draft RFP is attached. The document also requests an addendum to study the Village Fire Department and Essex Junction Recreation and Parks.

The RFP may require additional edits before it is issued. In the interest of time, staff requests that the Trustees review the RFP and authorize staff to make any final changes and issue the RFP. The Selectboard approved such a request on August 20.

**Cost**

The Village is contributing \$10,000 for the Building Facilities Needs analysis. If the analysis expands to include the Village Fire Department and Essex Junction Recreation and Parks, the cost is likely to increase and the Town and Village will need to determine how to account for the additional cost.

**Recommendation**

It is recommended that the Trustees authorize staff to finalize and issue a Request for Proposals for a Building Needs Analysis.

# REQUEST FOR PROPOSALS WITH PRICE QUOTATION: BUILDING NEEDS ANALYSIS

## General Description:

The Town of Essex and Village of Essex Junction are requesting a priced proposal (RFP/RFQ) from architectural and/or engineering firms to conduct a space needs analysis for the Town and Village Public Works Departments, the Town Fire Department and the Town Parks and Recreation Department in what is referenced as the Basic Study. In addition, the Town may elect to further expand the study to include the Village Parks and Recreation Department and the Village Fire Department as an Addendum to the Basic Study. The purpose of this study is to establish the current and future (30-year) building size requirements and potential building layouts under a limited number of scenarios to guide the Town Selectboard and Village Trustees in their capital planning for future building expenditures.

**Public Works:** With respect to the Town and Village Public Works Departments, there are three scenarios to be considered, none of which are site specific to a particular property. Each scenario will be studied to determine the space needs, potential building layout, site size requirements, material storage needs (salt, sand, gravel, etc.), parking needs and estimated costs for a new facility(s) that will accommodate existing and future staffing, equipment maintenance and administrative support. As part of this analysis, a determination will need to be made as to whether each division within public works should be in a shared facility or a separate facility. The primary divisions are administration, highway including maintenance and materials storage, and water/sewer. This RFP/RFQ does not include the Village wastewater facility. The three public works scenarios are:

- 1) Town Only Facility or Facilities
- 2) Village Only Facility or Facilities
- 3) Combined Village and Town Facility or Facilities

**Town Fire Department:** The Town Fire Department portion of the study will also investigate the space needs, potential building layout, site size requirements, parking needs (for Fire Department equipment and personal vehicles of firefighters) and estimated costs for both a new facility and potential expansion of the current facility that will accommodate the existing and future staffing, equipment maintenance and administrative support. The existing building will need to be investigated for existing code compliance issues as well as the structural, mechanical and overall suitability of the current structure for expansion. It is acknowledged that Fire Department expansion or a new Fire Station on the current site would likely require either the Town Public Works or Town Parks and Recreation Maintenance Facilities, or both, to relocate to other sites.

**Town Parks and Recreation:** The Town Parks and Recreation Department portion of the study will focus on the space needs for the department in four areas: Administration, the Parks

Maintenance Facility, program space and the Pool facility building complex at Sand Hill Park. The study will need to investigate the needs for each of these four departments.

**Background Information:**

The existing buildings space being utilized by all four departments – Town and Village Public Works, Fire and Parks and Recreation – is sufficiently old and non-code compliant by current standards; is of insufficient size to accommodate the employees; has insufficient equipment and materials space needs for the present and future; and is operationally scattered at a number of locations, reducing efficiency of operation. There is insufficient office area, training space, kitchen and bathroom facilities, office, materials and equipment storage, and activities space. Parks and Recreation rents activity space for programs. Functionally, the office space and location for Public Works and Parks and Recreation is not situated so as to enhance the working relationships within and between departments as well as the efficient delivery of service to the public.

The Town staff has prepared information identifying the existing facilities and equipment plus items identified as potential future elements desired in new facilities. The information noted in the Appendix is not intended to provide complete solutions to the issues; it is intended to provide the consultant with a starting point for preparation of the RFP and Price Quotations. The Town and Village anticipate that this study will provide the basis for moving forward with a specific plan to address the current building needs.

Compounding the decision-making process is the issue over the future organization of the government in Essex. It is unknown at this time whether or not the two communities will remain as they are today (partially consolidated), merge into one community or separate into two independent entities. Because of this pending issue, the space needs analysis must evaluate the alternative of a combined Village/Town Public Works Facility. The combined facility would not be the sum of the two independent facilities due to the different organization and characteristics of a fully combined Public Works Department. It is anticipated for the Public Works portion of the study that two situations would be investigated:

1) **a status quo situation (scenarios 1 and 2)** wherein the Town Public Works Department and the Village Public Works Department would retain their current structures and level of providing service; the departments would grow independently over time based on servicing their respective but larger populations and commercial bases.

2) **a merged situation (scenario 3)**, in which the two Departments are totally merged, with the potential for elimination of some facility needs and addition of others. It is anticipated that this scenario would be developed subsequent to scenarios 1 and 2. The Town and Village are still working towards development of a future organization that would provide a framework for defining facility needs for a combined Public Works Department. It is anticipated that this combined scenario can be better defined once the individual needs are identified and after there is consensus on the organizational framework.



**Addendum Study:** With consideration for future merger, the Town and Village Fire Departments and the Town and Village Parks and Recreation Departments have the potential for future consolidation with their counterparts. The Town and Village envision a need to study the independent building and space needs of these two Village departments and to also study combining the Fire Departments into one entity and the Parks and Recreation Departments into one entity.

From a Fire Department perspective, the issues to be investigated are 1) Upgrades to each of the two facilities, 2) Construction of a single new Fire Station, and 3) Some combination of a new central station and a satellite station.

For Parks and Recreation, the issues relate to 1) Central administration space and needs and 2) Maintenance facility needs.

This work effort appears to exceed the effort and costs originally anticipated for the basic study. Therefore, this work will be listed as an Addendum for the Town and Village to consider funding.

The primary administrative point of contact for all work under this RFP shall be Greg Duggan, Deputy Manager. Specific input/contact for the three components of the Study are:

**BASIC STUDY:**

PUBLIC WORKS ISSUES: Dennis Lutz, P.E., Public Works Director  
Aaron Martin, P.E., Town Engineer  
Ricky Jones, Village Public Works Superintendent

TOWN FIRE DEPARTMENT ISSUES: Charlie Cole, Fire Chief

TOWN PARKS AND RECREATION ISSUES: Ally Vile, Parks and Recreation Director

**ADDENDUM:**

VILLAGE RECREATION AND PARKS: Brad Luck, Director

VILLAGE FIRE DEPARTMENT: Chris Gaboriault, Fire Chief

The intent is that all contract administrations issues would be directed to Greg Duggan. Specific questions/input on technical issues should be directed as indicated.

**Scope of Work (BASIC STUDY):**

Work Tasks Included:

Phase I (approximately 30% completion level of the Basic Study):

1. Determine the current and future space needs of the identified departments in the study, using

all available data and standard square footage space requirements. The space needs shall include not only building needs but also site needs with respect to parking, materials storage, cold storage and other factors. Meet with each department head on a minimum of at least two occasions – the first to establish needs and the second to review the proposed allocation of space. The space needs shall be established for a 30-year period, under the assumption that it may take significant time to obtain voter support for new facilities. Each department – Public Works Town, Public Works Village, Combined Village Town Public Works, Town Fire Department, Town Parks and Recreation Department shall be considered a separate entity with separate building and site requirements.

2. Within the space needs summary, take into account the close functional relationships between elements in each department, the ability to share conference and meeting rooms, all ancillary space needs such as utility areas, storage space, records and equipment space, training facilities, bathrooms with showers.
3. Prior to proceeding to Phase II, a written document shall be provided for review to the Town and Village outlining the recommendations on space requirements. The document at a minimum shall contain a comparison chart of existing space for each building element (such as bathrooms) and proposed space and shall also contain comments/explanations as to the increase or decrease in size needs.

Phase II (Approximately 60% completion level of the Basic Study):

1. Using the space requirements agreed upon in Phase I, develop preliminary sketch plans of proposed building layouts for 1) the Town Public Works proposed facility 2) the Village Public Works facility 3) the Town Fire Department and 4) the Town Recreation Department. The building layouts shall also include conceptual site plan layouts inclusive of all needs including but not limited to parking, material storage (if applicable), general site setback limits, potential onsite storm water treatment, fueling stations (if appropriate), access requirements per the Town and or Village Zoning Requirements.
2. Provide a preliminary cost estimate for construction of the two Public Works proposed facilities, the Town Fire Station and the Town Parks and Recreation facilities within the limits of each site plan.
3. Provide a public presentation on the results of the study to date to the Selectboard and Trustees.
4. Following review of the work completed to date on Phase I and Phase II, the Town and Village will provide guidance as to the requirements and needs for a combined Town and Village Public Works facility.
5. Perform the same tasks as noted in Phase I and Phase II, items 1 and 2 and 3, for a combined Town and Village Public Works facility.

Phase III (Approximately 80% completion level of the Basic Study):

1. Provide a report, cost estimates and a sketch plan containing the information as noted under Phase I and Phase II for a combined Public Works Facility.
2. Complete revisions to the Fire Department and Parks/Recreation Department plans, space needs and costs as deemed necessary by the Town (and Village).

Phase IV (Approximately 90% completion level of the Basic Study):

1. Submit completed final report(s), plans and cost estimates for final review by the Town and Village.
2. Provide a public presentation on the results of the study to date to the Selectboard and Trustees.

**Work Products (BASIC STUDY):**

1. Written space needs analysis reports.
2. Preliminary site plans/building layouts and cost estimates for all alternatives.
3. Two meetings with each Department Head, periodic meetings with the Unified Town/Village Manager, Deputy Town Manager and impacted staff, and presentation of the report findings and site plans to the Selectboard and Trustees upon completion of the study.
4. Public presentations to the Selectboard and Trustees at various stages of the project completion.

All plans for the study shall be of the same scale and a copy of the site plan and building layout for all alternatives shall be provided in a computerized format (readable by AUTOCAD or ARC INFO).

**Time Frame for Completion of Work (BASIC STUDY):**

Phase I – 60 days for completion of all phases of the work from the issued date of Notice to Proceed.

Phase II – 60 days from authorization to proceed with the layout portion.

Phase III – 60 days from authorization to proceed with Phase III.

Phase IV – 60 days from completion of Phase III.

**Scope of Work (ADDENDUM):**

Work Tasks Included:

Phase I (approximately 30% completion level of the Addendum Study):

1. Determine the current and future space needs of the Village Fire Department and Village Recreation and Parks Department in the study, using all available data and standard square footage space requirements. The space needs shall include not only building needs but site needs with respect to parking, storage, materials storage and other factors. Meet with each department head on a minimum of at least two occasions – the first to establish needs and the second to review the proposed allocation of space. The space needs shall be established for a 30-year period, under the assumption that it may take significant time to obtain voter support for new facilities. Each department – Village Fire Department and Village Parks and Recreation Department – shall be considered a separate entity with separate building and site requirements before consideration of any shared facilities with the Town.
2. Within the space needs summary, take into account the close functional relationships between elements in each department, the ability to share conference and meeting rooms, all ancillary space needs such as utility areas, storage space, records and equipment space, training facilities, bathrooms with showers. Also, determine whether the existing building needs can be met through upgrading of the existing facilities at their present location.
3. Prior to proceeding to Phase II, a written document shall be provided for review to the Town and Village outlining the recommendations on space requirements. The document at a minimum shall contain a comparison chart of existing space for each building element (such as bathrooms) and proposed space and shall also contain comments/explanation as to the increase or decrease in size needs.

Phase II (Approximately 60% completion level of the Addendum Study):

1. Using the space requirements agreed upon in Phase I, develop preliminary sketch plans of proposed building layouts for 1) the Village Fire Department independent of the Town Fire Department 2) the Village Parks and Recreation Department independent of the Town Parks and Recreation Department. The building layouts shall also include conceptual site plan layouts inclusive of all needs including but not limited to parking, material storage (if applicable), general site setback limits, potential onsite storm water treatment, access requirements per the Town and/or Village Zoning Requirements.
2. Provide a preliminary cost estimate for the Village Fire Department and the Village Parks and Recreation Department facilities.
3. Provide a public presentation on the results of the study to date to the Selectboard and Trustees.
4. Following review of the work completed to date on Phase I and Phase II, the Town and Village will provide guidance as to additional changes to the proposed facilities and guidance for consideration of combined facilities.

5. Perform the same tasks as noted in Phase I and Phase II, items 1 and 2 and 3, for a combined Fire Department that may include upgrades to each of the existing sites, construction of a single new fire station or some combination of a central station and a satellite station.

6. Perform the same tasks as noted in Phase I and Phase II, items 1 and 2 and 3, for a combined Parks and Recreation Department administration and maintenance facility.

Phase III (Approximately 80% completion level of the Addendum Study):

Provide a report, cost estimates and a sketch plan containing the information as noted under Phase I and Phase II for both the independent and combined Village and Town Fire Department Facilities and Parks and Recreation Department Facilities.

Phase IV (Approximately 90% completion level of the Addendum Study):

1. Submit completed final report(s), plans and cost estimates for final review by the Town and Village.
2. Provide a public presentation on the results of the study to date to the Selectboard and Trustees.

**Work Products (ADDENDUM STUDY):**

1. Written space needs analysis reports.
2. Preliminary site plans/building layouts and cost estimates for all alternatives.
3. Two Meetings with each Department Head, periodic meetings with the Unified Town/Village Manager, Deputy Town Manager and impacted staff and presentation of the report findings and site plans to the Selectboard upon completion of the study.
4. Public Presentations to the Selectboard and Trustees at various stages of the project completion.

All plans for the study shall be of the same scale and a copy of the site plan and building layout for all alternatives shall be provided in a computerized format (readable by AUTOCAD or ARC INFO).

**Time Frame for Completion of Work (ADDENDUM STUDY):**

Phase I – 60 days for completion of all phases of the work from the issued date of Notice to Proceed.

Phase II – 60 days from authorization to proceed with the layout portion.

Phase III – 60 days from authorization to proceed with Phase III.

Phase IV – 60 days from completion of Phase III.

### **Content of Submitted Proposal (BASIC and ADDENDUM):**

A letter of transmittal, indicating the total cost for services and statements that the material contained in the Proposal Attachment has been read by the submitting firm and that the work will be completed within the designated contract times.

A brief statement of the firm's approach to the problem.

A "scope of services" with a step-by-step breakdown of the tasks the firm proposes to carry out, with estimates of personal time and costs for both the Basic Project as identified and separate documentation of costs and man-hours for the Addendum. The costs proposal should be submitted on a Not-to-Exceed cost basis.

A cost proposal or section which provides a basis for the billing and proposed payment terms for both the Basic Project and Addendum.

A description of the firm and if a joint venture or if sub-consultants will be used, a statement of the roles and relationships of all parties

A description of the firm's qualifications for the project, including staff capabilities and experience with similar projects, to include the names and contact numbers of the key employees of municipalities for which the firm worked.

Resumes of those professionals, managerial and senior technical personnel who will be directly involved in the project.

### **Ownership of the Work:**

All reports, plans and CAD or ARC INFO computerized data bases related to this study shall be delivered to and become the property of the Town of Essex upon completion.

### **Selection of the Architectural Firm to perform the Services:**

The chosen firm will be selected in accordance with the Town's Purchasing Policy, a portion of which is included as an attachment to this RFP/RFQ.

In the selection process, the primary areas to be considered will be the following:

#### **1. Technical Approach:**

Clear and concise statement of the approach and methodologies to be used to complete the scope of work

#### **2. Previous experience and provisions of services under other contracts:**

Reliability and experience based upon completed projects of a similar nature and scope

Degree of relevant experience in the specific areas of technical expertise

Successful completion of similar tasks for other jurisdictions

#### **3. Project Management:**

The quality of the proposed work program and the ability to meet the Town's timetable for completion

Personnel and their availability to perform the required services

Appropriate allocation of staff hours to perform specific services including the

allocation of sufficient senior staff time

In-house availability of the resources necessary to complete the scope of work

Ability to perform the required services in an expeditious manner to meet the stated deadline

#### 4. Project Costs

The ability to perform the scope of services required, producing a quality product, at competitive market costs.

#### **Revisions to the Request for Proposal:**

If it becomes necessary to revise any portion of the RFP/RFQ prior to five days before the receipt date, the Town and Village will provide the modifications to the RFP/RFQ to all firms that have expressed an interest in submitting a proposal or to whom the original RFP/RFQ has been sent.

#### **Limitations of Liability:**

The Town and Village assume no responsibility and no liability for costs incurred by proposers in responding to this RFP/RFQ or in responding to any further requests for interviews, additional data, etc., prior to the execution of a contract.

#### **Rejection of Proposals:**

The Town and Village reserve the right to reject any and all proposals or to award contracts in whole or in part if in the best interests of the Town and Village.

#### **Type of Contract/Fees and Compensation:**

The Town and Village anticipate negotiating a contract based on a fixed hourly rate plus expenses with a not-to-exceed total. The contract shall be prepared by the consultant and the contract shall reference the RFP/RFQ and submittal as an integral element of the contract.

#### **Submission of Proposal:**

All submittals to this RFP/RFQ shall be received in a sealed envelope and clearly marked as "**Town Of Essex Municipal Space Needs Analysis**". Four copies of the proposal shall be submitted to the Office of the Town Manager, 81 Main Street, Essex Junction, Vermont 05452 no later than \_\_\_\_\_. Proposals submitted after this deadline will not be accepted. Incomplete proposals will also not be selected. It is anticipated that the selection of a firm will be made prior to the \_\_\_\_\_.

Questions regarding this RFP/RFQ should be directed to Greg Duggan, Deputy Manager, at (802) 878-1341, and email [gduggan@essex.org](mailto:gduggan@essex.org).

## APPENDIX A

### TOWN HIGHWAY GARAGE -- NEW FACILITY IDEAS/INPUT

1. Building sized to accommodate all Town Highway, Water and sewer Vehicle plus space for 10% growth (see attached current equipment list as a guide)
2. Building sized on the basis of at least two stories, with space for the following personnel.
  - a. Admin -- Public Works Director, Town Engineer, Administrative Assistant, Staff Engineer (2), Storm water Coordinator (1), Buildings Manager, 2 to 3 summer interns
  - b. Highway - Offices for Mechanic, Public Works Superintendent, 2 Foreman
  - c. Water/sewer --office for Utility Supt., up to 3 water-sewer employees in one office
3. Admin area to include:
  - a. secure reception area with access into offices only from behind glass partition and locked entryways, seating for 2 to 3 people in reception area
  - b. Storage area for plans; large supply closet; bathroom
  - c. Conference room for 8 to ten people with accessible storage for books, area to lay out plans, bookshelves.
  - d. Separate storage area for supplies, custom forms, handouts, records storage
  - e. Separate small kitchen/eating area for admin staff
  - f. Locate admin area on second floor with elevator
  - g. Radio tower for building; Wi-Fi, computer linkage to other Town departments
4. Garage area (inside)
  - a. Separate area for mechanic to work on vehicles, protected welding area , parts room, room for compressor, storage of tools and bench work area, machine room for drill press, grinder, etc.; two lifts --one 18,000 lb. double post lift, second, 36,000 lb. twin post front adjustable lift with service pit underneath; level area for headlight sync;
  - b. Storage for fluids, oils, antifreeze, used oil; central lube rack, chain saws, tools; winter truck chains.
  - c. Room to park inside, 5 large dump trucks (7 to 14 cy), 3 medium trucks ( 3 cy low pro), 4 small trucks with plows and wings and add 10 to 20% space for future trucks, space for asphalt box and trailers that can't stay out in cold storage, winter sidewalk plows (2), bobcat, and other miscellaneous equipment; sweeper, loader, backhoe and grader which could be in colder storage building; area to be set up to control diesel exhaust fumes from



winter starting; building to be separated into clean and dirty sides (i.e., isolate mechanic from vehicle garage space.

- d. Storage for paint and other hazardous chemicals and products
- e. Overhead electric crane
- f. Room for line striping equipment and storage of road pain
- g. Energy efficient; good exhaust air system
- h. Inside wash by if possible large enough for largest piece of equipment
- i. A minimum of two bathrooms at least one of which has a shower; adjacent locker room large enough to provide temporary winter sleeping are for 50% of the work force.
- j. Clean area to include large kitchen and large eating room; separate training room capable of holding up to 30 people either in the garage or in the admin area.
- k. Cold storage for tires, signs , plow blades, portable generators; seasonal equipment storage that can be cold area
- l. Emergency power to run entire building (generator)
- m. For water/sewer
  - 1). approximately the same area as they now occupy for vehicle storage plus 25%
  - 2) Separate work bench area and area to work on valves, meters, pumps
  - 3) Locker, shower and break/lunch room can be shared with highway
  - 4) Storage for meters, pumps, valves, other replacement parts

#### 5. General site needs

- a. Central vehicle fueling for both regular and diesel fuel
- b. Covered salt storage for 2000 tons pure salt and 500 tons of mag or similar treated salt
- c. Covered winter sand storage 4000 tons
- d. Storage tanks and disbursement system for liquid calcium chloride and liquid salt, each at 3500 gallons minimum with spill control protection
- e. Room to stockpile gravel, stone, temporary waste products like used sidewalk, curb, road asphalt with storm water control to limit impact on environment
- f. Cold patch storage; pallet storage area, area set aside for trash bins and roadside trash pickup – i.e., tires, refrigerators, mattresses, etc.
- g. Adequate parking for staff, visitors and all employees
- h. Site to have municipal water and sewer
- i. Outside protected water/sewer department storage - - frames/ grates/ piping/ hydrant markers, trench box,
- j. Emergency covered supply storage for sand bags, small generators, etc.
- k. Culvert/ filter fabric storage

I. Winter plow storage

PUBLIC WORKS VEHICLE LIST

REVISED 01/17/2011

Vehicle #	Year	Make	Model	Plate #	V.I.N. #	Hrs/Miles	Assigned
21	2014	Ford	Explorer	AAR322	1FM5K8D83EGA38590	24,903	D. Lutz
27	2012	Ford	F150	AAP195	1FTFW1EF3CFC05762	45,917	L. Ward
HIGHWAY							
25	2016	Chevrolet	3500 Dump	AAS991	1GB3KYC87GF205477	3535	varies
26	2015	Chevrolet	2500 Pick-Up	AAS197	1GCOKUEG1FZ511499	15,929	varies
101	2015	Johnston 651	Street Sweeper	AAS696	1FVACXDT3GHGR7076		varies
102	2008	Ford	F350 Crew Cab	AAL775	1FTWW31R88EE53577	78,643	Varies
103	2012	International	7 cy DT	AAN703	1HTWDAZR5CJ610581	2,510 hrs	B. Miller
104	2015	International	3 cy DT	AAR878	1HAMMMML2FL664812	1,049 hrs	Varies
105	2007	International	7 cy DT	AAR196	1HTWLAZR87J444906	5,592 hrs	Eric
106	2010	International	14 cy DT	AAT109	1HTWYSJT3AJ275805	4,223 hrs	B. Roy
107	2009	International	7 cy DT	AAL767	1HTWLAZR29J100300	3,351 hrs	T. Kabusk
108	2006	International	7 cy DT	AAR170	1HTWLAZR66J245870	6,443 hrs	P. Daigle
112	2016	International	3cy DT	AAT212	1HTMMMMN5HH478918	64 hrs	R. Jones
113	2010	Case 580	Backhoe		JJGN580PAC532020	2,873 hrs	Varies
116	2006	Cat 143H	Grader		CAT0143HPAPN00706	5,442 hrs	varies
118	2001	Trackless	SW Plow		MT5T-1913	2,410 hrs	
119	2012	MB	SW Plow		1M9AC1323CH849055	640 hrs	
123	2014	Freightliner	3 cy DT	AAR415	1FVACXDT7EHFT5528	1,597 hrs	
217	1986	Bobcat	Loader		SW5019M27396	4,106 hrs	varies
219	2014	John Deere	Loader		1DW524KZCEE662113	1,145 hrs	varies

PUBLIC WORKS VEHICLE LIST

REVISED 01/17/2011

Vehicle # Year Make Model Plate # V.I.N. # Hrs/Miles Assigned

WATER / SEWER

604	2003	Ford	F350	AAF688	1FDSX31F53EA62747	113,465	Bob Whitten
605	2008	Dodge	3500	AAK453	3D6WH36AX8G251081	86,569	Bortz, Oakes
603	2014	Dodge	3500	AAR739	3C7WR9AL5EG273941	29,436	varies

TRAILERS / UTILITY

W&S #301	2009	John Bean	Sewer Jetter	AAN286	SJ7020D700 2000PS17000	244 hrs	
W&S #302	2008	Suretrac	Utility	AAL547	5JWTTU101X81019283		
Highway #303	99	Mid-Atlantic	Trailer	AAE263	5ANNA0812XR002309		
Highway #304	1998	On the Road	ET8000	AAD786	109FS2526W2022330		
Highway #305	2013	Falcon	Hot Box	AAM920	1F9P10912DM339013	171 hrs	
Highway #307	2004	Sullair 185	Compressor	AA G445	004-143268		
Highway #308	2005	Downeastern	Chloride Tank	AAH662	5RSFU18215T000415		
W&S #309	1999	Kohler	Generator	AAD887	16MPF0915XD025352	153 hrs	
W&S #310	1999	Crown	Trash Pump	AAD886	VT307093	171 hrs	
Highway #311	2015	Bravo Star	Line Striping	AAS318	542BC142FB011862	0	
Hgwy/W&S #312	2005	P J Trailer	Culvert Thawer	AAH653	4PSSA121152065765	276 hrs	
Highway #313	2007	MidAtlantic	Utility Trailer	AAK993	5ANNA08117R018852		
Highway #314	2004	KARA	Paving Trailer	AAR151	5KBS1816F167286		



# Town of Essex Vermont

## RESOLUTION IN APPRECIATION OF STEPHEN DUNNING

**WHEREAS**, Stephen was hired as a full-time Essex Police Officer for the Town of Essex on June 29, 2009; and,

**WHEREAS**, Stephen's last day as an Essex Police Officer is July 23, 2018; and,

**WHEREAS**, Stephen started with the Essex Police in 2008 as a civilian bike patrol member, then became a dispatcher and a part-time officer in 2009. Stephen became a full-time Essex officer and graduated from the Vermont Police Academy in December of 2009; and,

**WHEREAS**, Stephen finishes his Essex Police career as a uniformed patrol officer, RAD instructor, police medical officer and Town Exposure Control Officer, among his other duties and assignments; and,


**WHEREAS**, in April of 2015, Stephen earned a Medal of Valor, the department's highest honor, for risking his life to pull a citizen from a burning building to save her life; and,

**WHEREAS**, Stephen has served the Essex Police Department, the Vermont law enforcement and EMS communities exceptionally well, concluding over 9 years of dedicated service; now therefore be it,

**RESOLVED**, that the Selectboard, Board of Trustees and Unified Manager, on behalf of the citizens of the Town of Essex, hereby extend our gratitude to Stephen Dunning for his many years of service to the people of Essex.

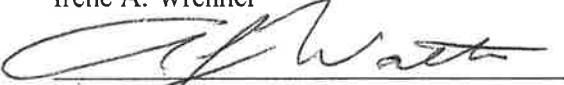
Adopted this 20th day of August, 2018.

  
Max G. Levy, Chair

  
R. Michael Plageman, Vice Chair

Elaine H. Sopchak, Clerk

  
Irene A. Wrenner

  
Andrew J. Watts

  
Evan Teich, Unified Manager

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

\_\_\_\_\_  
Andrew P. Brown, Vice President

\_\_\_\_\_  
Lori A. Houghton, Trustee

\_\_\_\_\_  
Daniel S. Kerin, Trustee

\_\_\_\_\_  
Elaine H. Sopchak, Trustee



## **MEMORANDUM**

**TO:** Village Trustees  
**FROM:** Evan Teich, Unified Manager *ET*  
**DATE:** August 14, 2018  
**SUBJECT:** 2018 Annual Report Dedication

### **Issue**

The issue is whether or not the Trustees approve the draft 2018 Annual Report Dedication.

### **Discussion**

George Dunbar, Jr., a former Trustee and Village President, passed away in January of this year. Patty Benoit indicated she'd like to prepare his dedication before she retired. Mr. Dunbar's family was contacted for a picture and confirmed that the information is accurate. George Tyler was also consulted because of a previous discussion about this dedication after Mr. Dunbar's passing in January.

### **Cost**

There are no costs associated with this issue.

### **Recommendation**

It is recommended that the Trustees approve the draft 2018 Annual Report Dedication.

# DEDICATION



**George A. Dunbar, Jr.**

The Village of Essex Junction Board of Trustees is respectfully dedicating the 2018 Annual Report to George A. Dunbar, Jr., former Village President, who passed away on January 27, 2018.

George served in the U.S. Navy during World War II. He worked at IBM since it was newly constructed in 1957 until 1983. George was very active in the community, which included serving as a Trustee from 1985-2001 and as Village President for 12 of those years. He was recognized by the Vermont State Legislature for his dedication and service to the community in 2002.

George set an example for us all to follow through the giving of his time and energy for the benefit of our community. We are very thankful for his many years of service.

**Patricia Benoit**

---

**Subject:** FW: Animating Infrastructure grant

**From:** Elaine Sopchak  
**Sent:** Friday, August 17, 2018 9:32:35 AM  
**To:** George Tyler  
**Subject:** Fwd: Animating Infrastructure grant

Hi George,

I would like to ask the village to apply for the grant below. It would allow us to pursue a mural on the wall of the McClure building, possibly without having to tap into other funds. Can we discuss at the next meeting?

Elaine

Elaine Haney Sopchak  
Town of Essex Selectboard Member, [esopchak@essex.org](mailto:esopchak@essex.org)  
Trustee, Village of Essex Junction, [esopchak@essexjunction.org](mailto:esopchak@essexjunction.org)  
(802) 324-2546

Begin forwarded message:

**From:** "Sopchak, Elaine" <[Elaine.Sopchak@vermont.gov](mailto:Elaine.Sopchak@vermont.gov)>  
**Date:** August 17, 2018 at 9:27:34 AM EDT  
**To:** Elaine Sopchak <[esopchak@essexjunction.org](mailto:esopchak@essexjunction.org)>  
**Subject:** Animating Infrastructure grant

General info: <https://www.vermontartscouncil.org/grants-and-services/organizations/animating-infrastructure>

Guidelines:  
<https://www.vermontartscouncil.org/uploads/Grants/Animating%20Infrastructure/Animating%20Infrastructure%20FY2019.pdf>

--  
**Elaine Haney Sopchak** | ThinkVermont Project Manager / Special Program Director  
Vermont Agency of Commerce and Community Development  
1 National Life Dr, Davis Bldg, 6th Floor | Montpelier, VT 05620-0501  
802-505-1795 cell | 802-828-3383 fax  
[www.ThinkVermont.com](http://www.ThinkVermont.com)  
[accd.vermont.gov](http://accd.vermont.gov)





# Animating Infrastructure

Animating Infrastructure Grants support community projects that integrate art with infrastructure improvements. Through this program, the Council strives to demonstrate the positive impact of art in helping communities meet goals of livability, walkability, safety, economic vitality, and community vibrancy, and to support the creation of unique infrastructure projects where function and art are one and the same.

The Council's definition of infrastructure is broad. Anything that serves a functional purpose in the built or natural environment qualifies. Proposed projects would not be limited to, but could include improvements to:

- buildings
- recreational paths
- parks
- bridges
- small-scale renewable energy projects
- water treatment facilities

For examples of fundable projects, look at this list of [FY2017 grantees](#) as well as these [descriptions of sample projects](#).

## GRANT CONTACT



**Michele Bailey**  
802.828.3294

[mbailey@vermontartscouncil.org](mailto:mbailey@vermontartscouncil.org)

## APPLICATION DEADLINE

[complete letter of intent online](#)  
by December 10, 2018

[preview letter of intent](#)

## GRANT GUIDELINES

[FY2019 guidelines](#)

## GRANT SEEKER WORKSHOPS

coming in September and October  
more info available by August 31



[Board Login](#)[Policies](#)[Disclaimer](#)[Home](#) [Page](#) [Photo Credits](#)[Site Map](#)

Vermont Arts Council | 136 State Street, Montpelier, VT 05633-6001 | 802.828.3291 | [info@vermontartscouncil.org](mailto:info@vermontartscouncil.org)



## MEMORANDUM

TO: Village Trustees  
FROM: Evan Teich, Unified Manager  
DATE: August 28, 2018  
SUBJECT: Trustees Meeting Schedule

### TRUSTEES MEETING SCHEDULE/EVENTS

Sept. 11 6:30 PM	Regular Meeting
Sept. 25 6:30 PM	Regular Meeting
Oct. 9 6:00 PM	Regular Meeting
Oct. 11 7:00 PM	Joint Meeting with Selectboard at 2 Lincoln St.
Oct. 23 6:30 PM	Regular Meeting
Nov. 13 6:30 PM	Regular Meeting
Nov. 27 6:30 PM	Regular Meeting

TOWN OF ESSEX SELECTBOARD  
MINUTES  
August 6, 2018

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

7  
8 **OTHERS PRESENT:** Evan Teich, Unified Manager; Greg Duggan, Deputy Town Manager; Lauren  
9 Morrisseau, Finance Director/Assistant Village Manager; Ken Arms; Erik Bailey; Ben Broe; Patty  
10 Davis; Tim Fagnant; Palmer Irish; Brad Kennison; Jeff Kershner; Jen Knauer; Russ Miller; Ray Piche;  
11 Marybeth Redmond; Jeff Reyome; Pierre Simard; Margaret Smith;

12  
13 Mr. Levy called the Selectboard meeting to order at 7 p.m.

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

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

18  
19 **AGENDA ADDITIONS/CHANGES**

20  
21 There were no additions or changes to the agenda.

22  
23 **APPROVAL AGENDA**

24  
25 With no changes to the agenda, no approval was needed.

26  
27 **PUBLIC TO BE HEARD**

28  
29 Ms. Wrenner noted the upcoming primary election on Tuesday, Aug. 14.

30  
31 **BUSINESS ITEMS**

32  
33 **a. Set Fiscal Year 2018/2019 Tax Rates**

34 Finance Director Lauren Morrisseau reviewed the increase in the grand list and the proposed tax rates  
35 for the fiscal year beginning July 1, 2018 and ending June 30, 2019. The new grand list totals  
36 \$26,258,301, a 1.6 percent increase over the previous year.

37  
38 Ms. Morrisseau said the recommended rates included \$.0110 for the Highway Tax – only applied in the  
39 Town outside the Village -- \$.4932 for the General Fund, \$.0019 for the Local Agreement rate, and  
40 \$.0200 for the Capital Rate. The rates factored in \$45,000 added to the general fund budget at Town  
41 Meeting, as well as \$15,000 approved at Town Meeting for a Conservation Reserve Fund. The budget  
42 also includes \$150,000 of revenue from fund balance.

43  
44 Mr. Watts said he was concerned about the Town outside the Village paying the highway tax, since no  
45 legal entity exists for the Town outside the Village. He proposed eliminating the highway tax. Ms.  
46 Morrisseau said the highway tax could be eliminated the following year. The Village of Essex Junction  
47 has a capital fund transfer for rolling stock that could balance out the highway tax. Mr. Watts pushed  
48 for the tax to be eliminated this year. Ms. Morrisseau said that eliminating the tax this year would  
49 decrease Town outside the Village taxes by \$24 per average home, while increasing Village taxes by \$6

50 per average home. She said the Village tax rate and budget had already been set.

51  
52 Mr. Plageman and Ms. Sopchak said they would prefer to deal with the highway tax next year,  
53 particularly if staff had a plan to do so. Ms. Wrenner said she wanted to study other issues of inequity  
54 in the coming year and fix things in context.

55  
56 **MIKE PLAGEMAN MADE A MOTION, SECONDED BY IRENE WRENNER, TO SET THE**  
57 **TAX RATES FOR FISCAL YEAR ENDING JUNE 30, 2019 AS FOLLOWS:**

58		
59	<b>Town General Fund</b>	<b>\$ .4932</b>
60	<b>Town Capital</b>	<b>.0200</b>
61	<b>Town Highway (TOV only)</b>	<b>.0110</b>
62	<b>Local Agreement</b>	<b><u>\$.0019</u></b>
63		
64	<b>Total Municipal Rate (Village)</b>	<b>\$ .5151</b>
65	<b>Total Municipal Rate (Town)</b>	<b>\$ .5261</b>
66		
67	<b>Homestead Education Rate</b>	<b>\$ 1.5360</b>
68	<b>Non-Residential Education Rate</b>	<b>\$ 1.6539</b>
69		
70	<b>Total Rate TOV – Homestead</b>	<b>\$ 2.0621</b>
71	<b>Total Rate TOV – Non-Res.</b>	<b>\$ 2.1800</b>
72		

73 **MOTION PASSED 4-1. ANDY WATTS OPPOSED.**

74  
75 **b. Accept summary report of public input for firearms ordinance**

76  
77 Jennifer Knauer, who facilitated the public input portion of the community discussion about the  
78 firearms ordinance, presented her final report to the Selectboard. She said she wanted to hand off the  
79 report to the board and provide advice for moving forward on the project. Ms. Knauer described the  
80 nearly seven weeks of public engagement, which included two forums, pop-up events, self-guided  
81 tours, and an online component through PlaceSpeak. She said the objectives of the public comment  
82 were to get input on a dense topic, and to solicit ideas.

83  
84 Ms. Sopchak asked how many people participated, and what percentage of the population that  
85 represented. Ms. Knauer directed the Board to the section of her report that detailed participation  
86 numbers. Mr. Duggan said participation was approximately 1 percent of the population, and noted the  
87 long list of outreach efforts that were part of the project.

88  
89 Ms. Knauer described how her report was organized, explaining the criteria to which participants were  
90 paying attention. She also included the raw data in the report. She acknowledged that the Selectboard  
91 decision will impact the well-being of the people watching, and said it is excruciating for residents to  
92 have to watch others, being the Selectboard, make a decision.

93  
94 The Selectboard discussed when to deliberate on whether to make changes to the firearms ordinance,  
95 and agreed that all members should be present. The Board decided to hold a meeting on Thursday,  
96 August 16, to continue discussions.

97  
98 Mr. Levy invited comments from the audience about the report and the process.

99 Erik Bailey said he felt included in the process, and agreed that it was excruciating to have someone  
100 else holding the future of what he likes to do. He felt people's fears were not based on facts. He said the  
101 results of the June 5 forum showed that the majority of people wanted to do make no changes to the  
102 firearms ordinance, and that a petition in the Selectboard's reading file had 487 signatures of people  
103 saying no changes should be made. Mr. Watts said lots of the signatures were not from Essex residents.  
104 Mr. Bailey said some of the people owned land or have hunted in Essex for decades.  
105

106 Marybeth Redmond said she attended both forums and went to PlaceSpeak. She said Ms. Knauer did an  
107 amazing job. She also said PlaceSpeak was clunky for a lot of people. She said the June 5 meeting had  
108 a lot of people with one viewpoint, which was not an accurate representation. She said the topic had  
109 many layered issues, and it was hard to weigh in on those layers.  
110

111 Brad Kennison suggested bringing in experts from Fish & Wildlife. He said the first forum on June 5  
112 had people who were passionate about the issue, who overwhelmingly voted against any changes. He  
113 said the 230 or so connects on PlaceSpeak was not that different from an election. He said the petition  
114 took the pulse of the community and had twice the number of people as PlaceSpeak.  
115

116 Patty Davis suggested looking at ordinances in Shelburne and Killington. She proposed a 500-foot  
117 buffer around parks, recreation areas, and public rights-of-way.  
118

119 Tim Fagnant asked for clarification about PlaceSpeak participants being Essex residents. He advised  
120 the Selectboard to not rush the decision-making process, saying that people would be passionate and  
121 want time to hear and rebut and question topics that are brought up. He said people recreate 365 days a  
122 year, and suggested that hunting be allowed in parks for a month or two.  
123

124 **ANDY WATTS MADE A MOTION, SECONDED BY ELAINE SOPCHAK, TO ACCEPT THE**  
125 ***SUMMARY REPORT OF PUBLIC INPUT: DISCHARGE OF FIREARMS ORDINANCE IN***  
126 ***ESSEX, VERMONT, BY JENNIFER KNAUER, IN ANTICIPATION OF HAVING A***  
127 **DISCUSSION ON AUGUST 16, 2018 OF WHETHER TO PURSUE CHANGES TO THE**  
128 **TOWN OF ESSEX FIREARMS ORDINANCE.**  
129

130 **c. Selection of attendee for Vermont Community Leadership Summit**  
131

132 Mr. Duggan said the Selectboard had been invited to nominate a local leader to participate in the  
133 Vermont Community Leadership Summit.  
134

135 Ms. Sopchak suggested sending five people, and to invite board and committee volunteers as well as  
136 staff.  
137

138 Ms. Wrenner said she was interested in attending. Mr. Teich said he would nominate Mr. Duggan and  
139 could open the invite to five or six others.  
140

141 **ELAINE SOPCHAK MADE A MOTION, SECONDED BY IRENE WRENNER, TO**  
142 **AUTHORIZE THE MANAGER TO SOLICIT APPLICATIONS AND DESIGNATE LOCAL**  
143 **LEADERS TO PARTICIPATE IN THE VERMONT COMMUNITY LEADERSHIP SUMMIT.**  
144

145 The board agreed to send Ms. Wrenner and Mr. Duggan to the summit, in addition to letting the  
146 manager select others.  
147

148 MOTION PASSED 5-0.

149

150 **d. Approval of minutes: July 9, 2018**

151

152 **IRENE WRENNER MADE A MOTION TO APPROVE THE MINUTES OF JULY 9, 2018,**  
153 **WITH SELECTBOARD MEMBER CORRECTIONS. SECONDED BY MIKE PLAGEMAN.**

154

155

156

157 MOTION PASSED 5-0.

158

159 **CONSENT ITEMS**

160

161 **MIKE PLAGEMAN MADE A MOTION TO APPROVE THE CONSENT AGENDA.**  
162 **SECONDED BY IRENE WRENNER.**

163

164 a. Check Warrants: July 13, 2018; July 20, 2018; July 27, 2018; August 3, 2018

165

166 MOTION PASSED 5-0.

167

168 **READING FILE**

169

170 **a. Board member comments**

171

172

173

174

Ms. Sopchak gave an update of the Selectboard and Board of Trustee subcommittee on governance, saying the Secretary of State and Vermont League of Cities and Towns were not able to give much advice on governance options, apart from being able to answer specific questions about governance models and statute.

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196

d. Act 250 notice minor application #4C0329-17F-3 for Regal Gymnastics, 2 Corporate Drive

**e. Email from Shannon Lunderville re: Re-addressing of Old Pump Road**

Ms. Wrenner asked if there had been any pushback to address changes on Old Pump Road.

f. Resignation email from David Gottlieb from the Energy Committee

g. Memo from Dennis Lutz re: Request for Action by John Fitzgerald in the Public-to-be-Hard Section of the Selectboard meeting on July 18, 2018

**h. Recommendations to the Town of Essex Selectboard, from Bradley Kennison et al.**

Mr. Kennison, Mr. Broe, and Mr. Bailey spoke about their report submitted to the Selectboard with recommendations about the firearms ordinance. Mr. Kennison asked the Board what precipitated the decision to revisit the firearms ordinance. He read a portion of the police report about a bullet being found in a home on Deer Crossing Road. Mr. Bailey said there had been no hunting-related shooting accidents in Essex, and spoke about cascading effects of changing the ordinance, such as large

197 landowners shutting down VAST access. He said local discharge ordinances do not overrule no  
198 hunting, and said changes to the Essex ordinance could lead to a legal challenge that undoes every  
199 discharge ordinance in Vermont.

200 **i. Subcommittee Minutes: May 30, 2018; June 4, 2018; June 21, 2018; July 12, 2018**

201 Mr. Watts felt the subcommittee minutes should be approved by the entire Selectboard, since a  
202 quorum of the Selectboard was on the committee. Mr. Duggan said that the Town Attorney  
203 advised that the public body is the subcommittee, and that minutes apply to the public body.

204 Mr. Levy noted that one of the Selectboard members was appointed by and representing the  
205 Essex Junction Board of Trustees.

206 j. Memo to Selectboard from Travis Sabataso re: Meeting Schedules and Events

207

208 **IRENE WRENNER MADE A MOTION TO ADJOURN. SECONDED BY MIKE PLAGEMAN.**  
209 **THE MOTION PASSED 5-0 AT 9:01 P.M.**

210

211 **Respectfully submitted,**

212

213 Greg Duggan  
214 Deputy Town Manager

215

216 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018

217

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

219

220 \_\_\_\_\_

221

222 Elaine H. Sopchak, Clerk, Selectboard

223

224 (THESE MINUTES ARE SUBJECT TO CHANGE AT THE NEXT SELECTBOARD MEETING)

TOWN OF ESSEX  
SELECTBOARD MINUTES  
SPECIAL MEETING  
August 16, 2018

6 **SELECTBOARD:** Max Levy, Chair, Michael Plageman, Irene Wrenner, Andrew Watts, Elaine Sopchak.

8 **OTHERS PRESENT:** Evan Teich, Unified Manager; Greg Duggan, Deputy Town Manager; Rick Garey, Police Chief; Kenneth Beaulier, Lieutenant; Ally Vile, Essex Parks and Recreation Director; Darren Schibler; Town Planner; Linda Myers, Essex State Representative; Randy Draper; Sarah Salatino; Timothy Yandow; Tom Yandow; John Jacob; Mike Cady; Mark and Maybeth Redmond; Igor Polenov; Brian Murphy; Jeff Sisters; Yves Dubief; Matt Cohen; Fred Kamerling; David Skopin; Daniel Shand; Kenneth Lemire; Michel Allen; Kevin Collins; Jim Greer; Brent Boerger; Ray Piche; Thad McCuin; Eric Tourville; Kevin Murdough; Trevor Thompson; Matt Bombardier; Leigh Phillips; Bruce Beauregard; Lance Champney; Katie Jackson; Brec Norton; Lisa Allen; Kendall and Sheila Chamberlin; Jesse Ross; Ronald Peck; Ken Arms; Ross Miller; Roger Haskins; Chuck Bosley; Jim Bosley; David Marvin; Kristin Jacobs-Marvin; Ben Broe; Ashton McCuin; Wayne Phelps; Gary Balaun; Greg Magnant; Jean Paul Lemine; Phillip Murdock; Kathy Kenney; Michael and Gale Batsimm; Richard and Carolyn Smiles; Mary Lou Hurley; Elizabeth Adams; Jeffrey Kershner; Zachary Kershner; Dave Zehnacker; John McClellan; Margaret Smith; Diane Tardif; John Brennan; Colin Flanders, Essex Reporter.

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

24 **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

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

28 **AGENDA ADDITIONS/CHANGES**

30 There were no agenda additions or changes.

32 **PUBLIC TO BE HEARD**

34 Mr. Kendall Chamberlin requested there be more advanced notice for address changes. He lived on Old Pump Road and explained that if he had not gone to the Town Clerk for an address change, he would have not been able to vote this November. He also found that his name was incorrect on the voter list.

38 **WORK SESSION**

39 **Work Session to Consider Changes to Town of Essex Firearms Ordinance**

41 Mr. Levy opened the Work Session and gave a discussion overview. There were no questions from the public about the meeting process. The first discussion was about the discharge boundaries at Indian Brook Reservoir Park (parcel). Mr. Levy reviewed a map of the current no discharge zone at Indian Brook Reservoir, which was a 500 foot buffer around the shore. He then reviewed a possible no discharge zone, which showed two options: a 500 foot buffer around the trails or a 500 foot buffer around the parcel. For discussion purposes, Mr. Levy proposed an extension of a 500 foot buffer around the parcel, but allowing 6 weeks of hunting during deer season. He felt that this was a good "middle ground" between increased density and the use of the park, as well as the need to control the deer herd. He confirmed for Ms. Wrenner that the public would not be restricted from using these lands



50 during deer season and that signs should be posted to educate the entire population about the policy.

51  
52 Mr. Plageman thought the proposal was fair to all concerned and was a good starting point. Mr. Watts  
53 preferred the buffer be kept fully contained on Town property and did not extend into private property.  
54 He was fine with having 6 weeks of hunting for deer season. He stressed the importance of clear  
55 signage and educating the public. Mr. Plageman thought bow season should be included during those 6  
56 weeks. Ms. Sopchak thought this proposal excluded any restrictions for bow hunting, and Mr. Levy  
57 agreed.

58  
59 With regard to Mr. Watt's preference, Mr. Plageman questioned whether the Town could post on private  
60 property and whether the buffer could infringe on private property. Mr. Levy replied that there are cited  
61 court cases that support municipalities having that right, with the exclusion of shooting ranges. Mr.  
62 Watts disagreed that there was any clear indication that municipalities can post on private property and  
63 thought it could be challenged. Mr. Levy suggested having any language that may be proposed fully  
64 vetted by legal counsel and law enforcement.

65  
66 Ms. Wrenner wondered why Mr. Levy proposed the buffer be extended to outside the parcel. Her  
67 preference was for the buffer to extend outside the trails, which would impinge less on private property.  
68 Mr. Levy explained that he had asked for both options on the map because trails can change and  
69 because the affected property was negligible.

70  
71 Mr. Levy received consensus from the SB regarding the proposal for an allowed firearms discharge  
72 during deer season. With regard to having a 500 foot buffer from the parcel boundary or the trail  
73 boundary, Mr. Levy, Mr. Plageman and Ms. Sopchak preferred the parcel boundary. Mr. Watts preferred  
74 the trail boundary as not to infringe on private property rights. He was concerned about the trails  
75 extending outside the parcel. Mr. Duggan pointed out that there was a public easement along Brigham  
76 Hill Lane to the north, but was not sure of the other areas. Mr. Watts, in response, stated that he would  
77 prefer the no shooting zone end at the parcel boundary. Ms. Wrenner preferred a 500 foot buffer outside  
78 the trails, but could accept it being contained on Town property only.

79  
80 Mr. Levy gave a summary of what language might be used for the Attorneys to review based on the  
81 SB's preference. He suggested the following language for the ordinance include:

- 82 1) a 500 foot buffer around the parcel boundary,
- 83 2) open the park up during deer season (Deer season includes Youth Weekend, muzzleloader black  
84 powder and rifle season) to discharge firearms with the exception of a 500 foot buffer around  
85 the high water mark
- 86 3) addition to the ordinance language to look at options for signage, education and outreach.

87  
88 Mr. Levy opened up the discussion for public comment.

89  
90 Mr. Mike Cady referred to the PlaceSpeak survey, which showed that, of the 20% who participated,  
91 54% thought there should be no change in the ordinance. He also asked that the Selectboard (SB)  
92 expand the shooting season to other game, such as turkeys, squirrels and other species.

93  
94 Mr. Jeff Kirshner agreed with Mr. Watts that municipalities do not have the right to post on private  
95 property. He was in favor of the no discharge zone ending at the Town's property line.

96  
97 Ms. Lisa Allen was confused with what other activities occur outside of the 6-week hunting season.

98

99 Mr. Greg Magnant agreed with adding turkey, bear and other small game seasons.

100

101 Mr. Ben Broe disagreed with the Town's legal counsel regarding posting signs on private property and  
102 quoted from 24 VSA. He believed the law states that there is an exemption of discharging firearms for  
103 the legal pursuit of game.

104

105 Ms. Kristen James was in favor of keeping buffers beyond limits of the parcel. She stated that changing  
106 the trails could be a viable solution.

107

108 Mr. Kendall Chamberlin stated that if the Town extends the buffer zone into public easements, it creates  
109 a precedence, and the SB might find it difficult to get landowners to allow easements if property  
110 owners know it is subject to restrictions.

111

112 Mr. Kenneth Packard couldn't see the difference with the current policy and the one being proposed.

113

114 Mr. Louis Porter, the Commissioner for the Fish and Wildlife Department, expressed that hunting is  
115 one of the safest outdoor activities. He offered his services to help review any ordinance language and  
116 signage wording.

117

118 Mr. Brad Kennison stated that, from reviewing the data he received from Ms. Vile on the number of  
119 people using the park, he surmised that the highest use was during the summer months. Therefore, he  
120 believed that hunting shouldn't be a problem the rest of the year.

121

122 Mr. Allen Packard was confused by the map.

123

124 Mr. Jeff Sisters wondered what would stop the Town from going to a 1,000 foot buffer next year. He  
125 did not know what the Town was trying to accomplish and felt that people should know about hunting  
126 season.

127

128 Mr. Mitch Allen suggested adding shotgun or birdshot-only during the small game season.

129

130 Mr. David Skopin is a gun owner and shooter, but he does not care to have a gun go off in an area  
131 where he is walking his dog or enjoying the area.

132

133 Mr. Brec Norton stated that with the 500 foot buffer, it seemed like the Town was restricting those  
134 landowners' rights.

135

136 The SB continued to deliberate.

137

138 Ms. Wrenner wanted to honor other seasons of hunting, such a turkey and bears. Ms. Sopchak and Mr.  
139 Watts wanted to allow birdshot during the off season. Members discussed the different hunting  
140 seasons. Turkey season is in November, bear season is in September, and small game is from  
141 September 31 through March 31.

142

143 With regard to any change to the zoning, Ms. Sopchak understood from the Vermont League of Cities  
144 and Towns (VLCT) that municipalities have a legal right to post signage beyond Town parcels, and she  
145 felt that a 500 foot buffer beyond the parcel seemed reasonable. However, she asked to get  
146 confirmation that there would be no legal challenge. Mr. Watts disagreed with Ms. Sopchak's

147 interpretation of the VLCT's opinion.

148  
149 Members deliberated on the various hunting seasons and what should be allowed and when. Ms.  
150 Sopchak was in favor of allowing birdshot from September 30th to March 3st for turkey and small  
151 game (with 500 foot buffer from the parcel boundary) and then to allow hunting during deer season for  
152 rifle, youth weekend and muzzleloader (with the 500 foot buffer from the high water mark).

153  
154 Ms. Wrenner pointed out that turkey season was in May. She thought it was easier to look at what  
155 season the park is not open to hunters, and suggested May to September. Discussion ensued about  
156 hours the Park is open and staffed, which is around Memorial Day weekend through Labor Day  
157 weekend as well as when the park is used most heavily. Ms. Sopchak wanted to hear more about the  
158 different hunting seasons before making a decision. Ms. Vile confirmed for the members that the  
159 staffing for the Park varies from year to year. She clarified that, even though the Park was only staffed  
160 for this period of time, it was used all year round and gave cross-country skiing as an example. Mr.  
161 Teich suggested no discharge from May 1st to September 30th, which he thought was a compromise  
162 regardless of the user.

163  
164 Mr. Levy reviewed the maps for the second discussion, which showed the current no discharge zone at  
165 Saxon Hill and the possible no discharge zone at Saxon Hill. Mr. Levy suggested using the same  
166 general language for both Saxon Hill and Indian Brook.

167  
168 Ms. Wrenner was aware of a shooting range in Saxon Hill. Mr. Duggan thought it was located further  
169 south on the map and deferred to the police. He clarified for Mr. Watts and Ms. Sopchak that this parcel  
170 was owned by the school and was public land only. Mr. Watts thought there was already a no-gun  
171 policy on the school property. Mr. Duggan replied that he has been told that there is no gun policy that  
172 applies to this school district parcel. Mr. Watts asked why there was concern about this parcel. Mr.  
173 Levy replied that there are a lot of trails on this parcel and a number of users. Mr. Watts was in favor of  
174 ending the buffer zone at the parcel boundary. Ms. Sopchak thought that was too confusing and  
175 suggested the Saxon Hill boundary be similar to what the members decided on with Indian Brook, and  
176 Mr. Plageman and Ms. Wrenner agreed.

177  
178 Mr. Levy opened up the discussion for public comment.

179  
180 Mr. Cady asked that the dates be changed from May 1st to June 1st to include turkey season and  
181 suggested more simple language such as, "x date to y date, hunters are allowed to use the firearm  
182 pursuant to that hunting season." He agreed with Mr. Watts that the Town can't affect private property.  
183 Mr. Cady was in favor of ending the buffer at the parcel boundary.

184  
185 Ms. Gale Batsimm was in support of Mr. Levy's original proposal of 6 weeks. She is a year-round user  
186 of the parks with thousands of other outdoor users through "meet-up" groups. She was concerned that  
187 the discussion started at 6 weeks of allowing hunting and increased to 7 months.

188  
189 Mr. Greg Magnant agreed with Mr. Cady.

190  
191 Mr. Matt Cohen was in favor of following Williston, which allows the type of weapon for the season.

192  
193 Mr. Ben Broe suggested following the language consistent with State Statute and thought signs could  
194 be easily posted on the edge of Town-owned property.

195

196 Mr. Roger Haskins encouraged the Town to post signage legally. He stressed the importance of small  
197 game population control in the community and stated that shotguns could be used for both small and  
198 large game.

199  
200 Mr. Mark Redmond agreed with Ms. Batsimm.

201  
202 Mr. Igor Polinov was concerned about having a safe place to teach his children to hunt, and he stated  
203 that if anyone interferes with his right to hunt on his property, he will be taking them to court.

204  
205 Mr. Brec Norton thought it made sense to be consistent and have the change made at Indian Brook, be  
206 the same for Saxon Hill.

207  
208 The SB continued to deliberate.

209  
210 Mr. Plageman was in favor of changing the date from May 1st to June 1st to allow turkey hunting. Mr.  
211 Levy commented about how the members are shortening the time there is no discharge. Mr. Watts was  
212 in favor of not excluding any specific season and allowing multi projectile all the time, but restricting  
213 single projectile. Ms. Sopchak disagreed with allowing multi-projectile year round because the purpose  
214 is to allow people who use parks to feel safe. Based on feedback to her from residents, Ms. Sopchak  
215 was opposed to allowing any firearms discharge during the highest season of use. She was also  
216 concerned about limiting no shooting to three months. Mr. Levy suggested returning to only allowing 6  
217 weeks of deer season since that was what he had heard and read was the most concerning to control.  
218 Ms. Sopchak suggested discussing the third parcel and then having a wrap-up conversation, and  
219 members agreed.

220  
221 Mr. Levy introduced the current "Blue" Discussion Area and the current "Blue Discussion Area and a  
222 500 foot buildings buffer. He proposed there be no change at this time, but to ask staff to research and  
223 develop a metric for when population density drives action to implement a no shooting zone. He  
224 reminded the members that shooting ranges are beyond the Town's control.

225  
226 Mr. Plageman agreed with Mr. Levy's proposal, except to replace "change" with "review" so there isn't  
227 an assumption that a change would occur. Mr. Watts agreed with Mr. Levy and asked that staff think  
228 about how a metric might affect how development occurs. He also suggested that any proposed change  
229 come from the residents of an area rather than driven by the SB.

230  
231 Ms. Wrenner, with regard to the second map, found it interesting that other states use a buffer around  
232 buildings. She thought this was something the SB should consider as it protects people walking the  
233 roads, but leaves backyards open for shooting ranges. Ms. Sopchak understood that a shooting license  
234 includes a buffer rule near buildings. She suggested that, instead of a metric, the Town could have a  
235 timeline for reviewing this area every 5 years. Mr. Levy added that this would not preclude action by  
236 residents to propose a change. Ms. Wrenner preferred a regular review policy because, as experienced  
237 in the past, residents have a hard time being heard due to the dynamic of this issue. Members agreed  
238 with the proposal to make no changes to this parcel, but to ask staff to place this issue on the calendar  
239 for every 5 to 7 years for review.

240  
241 Ms. Sopchak expressed that because of this conversation, her position has changed about Indian Brook  
242 and Saxon Hill. She stated that since there would be no change in the blue zone, which is a very large  
243 area of land, she wanted to return to Mr. Levy's original proposal and allow 6 weeks of deer season  
244 hunting for Indian Brook and Saxon Hill.

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Mr. Levy opened the discussion to the public.

Ms. Leigh Phillips did not think Ms. Sopchak’s reasoning made sense.

Ms. Sarah Salatino, owner of Full Circle Gardens, stated that hunting has never been an issue for her business, but that shooting ranges were the problem. The noise from shooting ranges is very loud and frightening, and it is affecting her business.

Mr. Cady agreed with Ms. Philips.

Mr. Kennison didn’t think there was a reason to limit hunting and shooting outside the public parcels.

Mr. Kirshner explained that he moved to his property in order to hunt and shoot, and he suggested that people know about the zoning before they move to an area. He was opposed to Mr. Levy’s original proposal of having deer hunting season only. He thought that shot-gun only was a great compromise and pointed out that there have been sightings of bears as well, which is a problem.

Mr. Fred Kamerling was in favor of no changes to the blue zone and for the SB to take up the offer from the Department of Fish and Wildlife for a consultation.

Mr. Kendall Chamberlin stated that it was sad to limit hunting on public lands to special interest. He felt it was shameful that he has to ask to use private property, which he sees as a privilege, but he will not be able to do that with public land.

Mr. Brian Murphy stated that municipalities can regulate on private property, which is the way it is in Essex Junction. He thought that, according to the opinion from McNeil, Leddy and Sheehan, Towns have the authority to regulate shooting ranges. He strongly encouraged the Town to address this issue and get legal counsel. He also stated that the notion that the Town can’t regulate private property is incorrect as seen in Essex Junction where there is no shooting allowed.

Mr. Yves Dubief agreed that firing ranges are the issue, and he strongly encouraged the SB to address them and to begin the conversation about building a shooting range facility.

Ms. Elizabeth Adams stated that she and her husband moved to her property, which is in the blue zone, in order to hunt. She asked that affected property owners be notified by letter about these discussions.

The SB continued to deliberate.

Mr. Levy understood that the Town does not have the purview to regulate firing ranges, but he asked staff to confirm whether there is any authority for the Town for this issue.

With regard to Saxon Hill, Mr. Plageman disagreed with Ms. Sopchak about returning to Mr. Levy’s proposal for Indian Brook and Saxon Hill. He preferred the language previously discussed. Members further discussed what they would like to have on the agenda for a future meeting on this issue. Staff would research information on hunting seasons and the Town’s purview for shooting ranges. Ms. Wrenner wanted to be sure they also discussed shooting ranges, either public or private. Mr. Teich would invite Mr. Ellis to a future meeting when the SB specifically discusses shooting ranges. Ms. Wrenner also wanted to be sure that setting up a public range is included in that discussion, and Mr.

**SELECTBOARD**

**August 16, 2018**

294 Levy agreed. Mr. Watts asked that staff use Mr. Porter from the Department of Fish and Wildlife as a  
295 resource. Mr. Levy informed the audience that if they would like to be contacted by the Town for any  
296 information about future meetings to email Mr. Duggan at [gduggan@essex.org](mailto:gduggan@essex.org)

297  
298 Mr. Levy closed the Work Session.

299  
300 **READING FILE**

301  
302 a. Items submitted by Patty Davis about firearms discharge ordinance  
303 **There were no comments on the Reading File.**

304  
305 **IRENE WRENNER MOVED AND MICHAEL PLAGEMAN SECONDED A MOTION TO**  
306 **ADJOURN AT 9:03 P.M. THE MOTION PASSED 5-0.**

307  
308  
309 **Respectfully submitted,**

310  
311 Saramichelle Stultz  
312 Recording Secretary

313  
314 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018

315  
316 (See minutes of this date for corrections, if any).

317  
318 \_\_\_\_\_

319  
320 Elaine H. Sopchak, Clerk, Selectboard

321  
322 (THESE MINUTES ARE SUBJECT TO CHANGE AT THE NEXT SELECTBOARD MEETING)

323  
324  
325  
326  
327

**VILLAGE OF ESSEX JUNCTION  
CAPITAL PROGRAM REVIEW COMMITTEE  
MINUTES OF MEETING  
August 7, 2018**

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

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

**OTHERS PRESENT:** None.

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**1. CALL TO ORDER**

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

**2. AGENDA**

Add:

- MMM – South Street curb and drainage
- NNN – Pleasant Street
- QQQ – North Street reconstruction

Change:

- Iroquois Avenue and water line from “O” and “P” to “OOO” and “PPP”.

**MOTION by Kevin Collins, SECOND by Tim Dall, to approve the agenda as amended. VOTING: unanimous (3-0); motion carried.**

**3. PUBLIC COMMENTS**

Evan Teich noted busing students to school in the village is on track. The walk radius to the high school is 1.5 miles. School location and busing should be considered when evaluating projects with sidewalks.

**4. UPDATED PROJECT O & P (OOO & PPP)**

Project O and Project P are superseded by Project OOO and Project PPP, and replace Project C (Algonquin water line). OOO & PPP is road reconstruction of Iroquois Avenue (24' wide) from South Summit to Park Street, and waterline replacement from South Summit to Orchard Terrace with a loop to Cherokee Ave. Innovative foam can be used or conventional construction. Foam was used to rebuild other streets in the village (Summit, School, Taft, Algonquin, Woods End, Briar). The last work done on Iroquois was in the mid-1980s to improve drainage. With the project completion fewer water line breaks are anticipated so there will be less lost water and fewer potholes. The waterline looping will help with water quality and fire flow. The lifespan of the existing infrastructure is 1-5 years. Complaints are received when the water is shut off and traffic is diverted.

**Ranking of OOO & PPP (Iroquois Avenue): 72**

Remaining service life	18
Mandates	0
Community support	12
Financing	0
Timing/Linkages	3
Positive economic impact	0
Cost of deferral	2
Efficiencies	4
Service improvements	4
Align w/village priorities	2
Other	3

Project MMM – South Street drainage and curbing will address water coming across two properties. The new estimate for the work is \$190,000. Rick Hamlin noted the objective was to fix the problem and lay the ground work so there is greater impact than for just two residences. Some of the work may be funded by the town for storm water compliance in the Winooski basin. Project MMM replaces Project GGG. There may also be storm water opportunities with the West Street intersection.

**Ranking of MMM (South Street): 86**

Safety & Health	19
Remaining service life	24
Mandates	6
Community support	17
Financing	0
Timing/Linkages	0
Positive economic impact	4
Cost of deferral	2
Efficiencies	2
Service improvements	6
Align w/village priorities	4
Other	2

**5. CONSENT AGENDA**

- Policy for Capital Improvement Projects
- Capital Project Ranking Criteria

**MOTION by Kevin Collins, SECOND by Tim Dall, to approve the Consent Agenda as presented. VOTING: unanimous (3-0); motion carried.**

**6. READING FILE**

- Capital project rankings 7/10/18 with costs
- Evan Einhorn email
- Rebecca Stewart email

**7. APPROVE MINUTES**

*June 5, 2018*



**MOTION by Andrew Brown, SECOND by Kevin Collins, to approve the June 5, 2018 minutes as written. VOTING: unanimous (3-0); motion carried.**

**8. OTHER BUSINESS**

Next meeting is September 4, 2018. Projects NNN (Pleasant Street) and QQQ (North Street) will be ranked. Information on town funding for storm water work will be gathered.

**9. ADJOURNMENT**

**MOTION by Tim Dall, SECOND by Kevin Collins, to adjourn the meeting. VOTING: unanimous (3-0); motion carried.**

The meeting was adjourned at 7:15 PM.

*RScty: MERiordan*

**Register**

**Online**

at **vlct.org**

**New this year:** Wednesday's schedule includes a continental breakfast, morning trainings, lunch, annual meetings\*, and an evening reception.

**Registration:** Save with the Early Bird rate if you register by Friday, September 14. Online registration closes Wednesday, September 26, but you can still register at the door.

	<b>Early Bird Rate</b> Ends September 14	<b>Regular Rate</b>
<b>Wednesday</b>	<b>\$45</b>	<b>\$50</b>
<b>Thursday</b>	<b>\$65</b>	<b>\$70</b>
<b>SAVE! Both Days</b>	<b>\$100</b>	<b>\$110</b>

\*Annual meetings are free to attend

If you have any questions, please call our offices at (800) 649-7915 or email [info@vlct.org](mailto:info@vlct.org). You can always find the most up-to-date information on the Town Fair schedule, speakers, training, and exhibitors on our website, [vlct.org](http://vlct.org).

## Lodging

Overnight accommodations are available at the following locations.

### DoubleTree by Hilton

Visit: <https://bit.ly/2mIP5g7>. You may also visit [www.vlct.org](http://www.vlct.org) for a link to the online reservation page. Rooms start at \$160.00.

### La Quinta Inn

Call (866) 527-1498 and give the following code **2036 GRFAOY 1950**. Rooms start at \$105.00.

**VERMONT STATEWIDE HOUSING CONFERENCE**

**NOVEMBER 13-14, 2018**

Hilton, Burlington

60 Battery Street, Burlington, VT

**Agenda**

**Tuesday, November 13, 2018**

12:00 PM Registration

01:00 PM Concurrent Workshops

**Housing 101**

This returning and ever-popular workshop will give you all the basics about Vermont's affordable housing landscape: state and federal agencies, our housing delivery system, major issues and concepts. It will also provide an overview of the confusing alphabet soup of different housing programs and organizations and the housing development process itself.

**Becoming Bilingual in Housing and Health Care, Part 1**

A two-part workshop focused discussion on the intersections between housing and health care. Learn more about Medicaid, Vermont's managed care system, the role of Health Centers (FQHCs) and hospitals. We will be discussing types of partnerships between health care and housing and Vermont-based examples.

02:30 PM Break

02:45 PM Concurrent Workshops

**Housing 102**

Vermont's lowest income and most vulnerable citizens face the greatest housing challenges. Learn about resources that help meet the needs of the state's homeless, seniors, people on fixed incomes, the working poor and Vermonters with physical and mental health disabilities.

**Becoming Bilingual in Housing and Health Care, Part 2**

The second in a 2-part workshop focused discussion on the intersections between housing and health care. Hear about examples of partnerships between health care and housing happening outside Vermont before participants will move into small groups to meet experts in the Medicaid, Managed Care, Health Center, and Hospital sectors. Groups will hear more about those sector's biggest motivations in working with housing partners, sources of their funding and how housing partnerships might offer savings, and how housing professionals can begin local conversations to partner.

**Wednesday, November 14, 2018**

**08:00 AM Registration and legislative reception**

Network with our state's legislators as you have a continental breakfast and talk about the important housing issues you're seeing in Vermont. Registration will also be open during this time, so come early to check in, get settled, and have some face-to-face time with our state's leaders.

**08:45 AM Legislative Housing Hero Award**

We will award this year's Legislative Housing Hero to a current legislator for their contributions to advancing the affordable housing industry in Vermont.

**09:00 AM Keynote**

From homelessness to gentrification to the opioid epidemic, when people talk about housing, the conversation often gets mired in a maze of statistics, policy debates, and, more often than not, feelings of intractability. Looking at the way we often frame the housing conversation and think about our actions in the field, architect and social innovator Liz Ogbu will tell us how to shift our a focus from the abstract details of the housing sector to the lived experience of people at the heart of it. Ultimately, this talk will help us explore how we might achieve our vision of a more sustainable, inclusive, and healed future.

10:15 AM Break

**10:30 AM Snap interview: Federal policy**

Only one week after the election where potentially the balance of power in Congress might shift, Washington DC insider Stockton Williams will give us his assessment of the impact of the election on the political landscape and what, if any, major messages were made clear by the voting.

**11:00 AM Snap interviews: State policy**

Just a week after the election, these fast-paced interviews will discuss not only who won statewide office but also what the makeup of the Legislature will mean for top issues in 2019. What will the big topics be for the coming legislative session and what can we expect for housing?

11:45 AM Lunch

Buffet lunch, including dairy-free, gluten-free, vegetarian and vegan options. Please indicate in your registration if you have any food sensitivities.

**12:45 PM Innovation and Impact Housing Hero Award**

This will be awarded to a person or team of individuals (or organizations) whose leadership, vision and actions have brought about positive and lasting change in housing Vermonters.

**01:00 PM Governor-elect (invited)**

The conference will be held one week after the Vermont gubernatorial election and both candidates will be invited to address the audience on their vision of housing in Vermont.

01:15 PM Concurrent Workshops

### **Why Housing Messages are Backfiring and 10 Things We Can Do About It**

National housing communications leader Tiffany Manuel will share the top ten evidence-based messaging recommendations that can be used to advance a strong affordable housing and community development agenda.

### **Zoning Predictability + Infrastructure = Setting the Municipal Stage for Housing**

Municipalities influence the cost of housing construction through regulations and infrastructure, and can lower the costs of construction by establishing a more by-right, objective and predictable review process. Such a review process can ensure that the scale and feel of new homes are appropriate for the community. Learn about the zoning reform that has paved the way for a predictable development review process and the associated municipal effort to improve the infrastructure on Winooski's gateways. This will be an interview style workshop.

### **Employer Assisted Housing**

Employee housing needs have a large impact on employers. This session invites you to learn about various ways to assist employees in overcoming housing barriers. Featuring small group discussions you can learn from employers about their different employee housing solutions.

### **Stepping in to Stave Off Homelessness**

Come learn how to avoid disruptive evictions and focus on preventing homelessness. Burlington Housing Authority will discuss their housing retention team, how they got it off the ground, the services they offer, and their challenges and successes. You'll also hear the latest success, challenges, and lessons learned of the nationally recognized SASH® program that started right here in Vermont. Learn about the newest initiative to expand SASH into family housing and have an opportunity to ask questions and give input.

### **New Opportunities to Modernize and Preserve Middle-Income Housing**

Many places in Vermont and across New England face a complicated set of issues concerning our aging housing stock, rising land prices, potential gentrification, and the need to preserve existing housing for families "in the middle". Recapitalization and rehabilitation of this housing stock generally results in making this same stock unaffordable, costing our communities much needed naturally-occurring workforce housing. This also impacts the community's ability to keep and attract younger workers and families.

Existing state and federal housing funding are not sufficient for those who need it the most, much less middle-income households. New opportunities are emerging to recruit private and social impact capital which can be leveraged for housing preservation, workforce housing, and community stabilization.

- How can we modernize and maintain the affordability of this middle-income housing stock for middle-income families?
- What new capital sources are needed? What new partnerships and solutions can we develop?

### **Connections between schools and affordable housing**

Connect with a leading expert on Vermont's education funding mechanics as we address the intersection of housing and education funding policy. Housing opportunities help determine the population composition of Vermont's communities and play a key role determining school-aged demographics. This session will explore the direct ties between housing policy and education funding policy, and how communities can better inform conversations around both issues by recognizing their impact on each other.

02:45 PM Break

03:00 PM Concurrent Workshops

### **Municipal Incentives for Affordable Housing**

Due to the high cost of construction in Vermont, building homes at an affordable price point requires subsidy from a variety of sources. Municipalities can incentivize affordable housing construction by providing additional funds through a variety of tools: local housing trust fund, Tax Increment Financing for infrastructure, land donation, state grant funds (VHCB, VCDB), inclusionary zoning, reduction of impact fees, etc. Hear from both developers and municipalities to learn how these municipal financial programs helped establish perpetually affordable homes. This will be a pecha kucha quick style presentation.

### **The Quest for Improved Housing Quality**

Ensuring safe, decent housing throughout the State of Vermont has been an ongoing endeavor involving many partners. In this workshop, we'll discuss the latest efforts on this front. In May of 2018, Act 188 was signed into law and created the Rental Housing Advisory Board. This Board is tasked with providing recommendations to the Legislature in January 2019 on ways to improve the state's code enforcement system. Participants in this workshop will be introduced to the draft recommendations from this Board and have the opportunity to provide public input to be relayed to the Legislature. We will also hear about promising incentive programs to assist with improving housing safety and quality in the many small-scale rental properties that house most of the rental households in the state.

### **Small Living Spaces-Municipal and Developer Considerations**

As small living spaces gain popularity this workshop will focus on what it takes to make this new trend work for your community and/or development. Presenters will touch on the challenges and benefits of this type of development, what changes municipalities should consider to make building small easier, and considerations from a design perspective.

### **Visualizing Vermont: Demographic Data at your Fingertips**

Got questions about changing demographics or the housing in your community? Bring a list 3-5 questions to this workshop. VHFA's research and communications coordinator, Mia Watson, will show you how to look up answers on the newly redesigned Vermont Housing Data website ([www.housingdata.org](http://www.housingdata.org)).

### **Economic development**

Affordable Housing Tax Credits and New Market Tax Credits are key economic tools for creating jobs and supporting local economies throughout communities in Vermont. This session will provide insight into mechanics behind and actual creation of two developments within a local downtown and village center in Vermont and the resulting job and business growth.

### **How housing and housers fit into the state's response to the opioid crisis**

The opioid crisis in Vermont has touched every corner of our communities. Housing is a critical cornerstone component when it comes to strategies around prevention, treatment, and recovery efforts. This session will focus on the role housing plays at each critical juncture along the continuum of addiction – you will hear from prevention specialists, members of the justice system, treatment programming, and recovery experts on the future role of housing in Vermont's effort to support healthy communities. Session participants will be asked to take an active role in approaching the challenges and opportunities for the role housing can play at each stage of addiction.

04:30 PM Networking reception

Join us in the Seasons Room, with its view of Lake Champlain and the Adirondacks, to mingle with the state's top housing industry leaders and professionals. We'll have hors d'oeuvres, a cash bar and lots to discuss after a full day.

### **VERMONT STATEWIDE HOUSING CONFERENCE**

c/o Vermont Housing Finance Agency  
164 Saint Paul St.  
Burlington, Vt. 05401  
(802) 864-5743, 864-8081 (fax)

<https://www.vhfa.org/conference/>

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
August 14, 2018**

**TRUSTEES PRESENT:** George Tyler (Village President); Andrew Brown, Dan Kerin, Lori Houghton, Elaine Sopchak.  
**ADMINISTRATION:** Evan Teich, Unified Manager; Lauren Morrisseau, Finance Director/Assistant Village Manager; Robin Pierce, Development Director; Fire Chief, Chris Gaboriault.  
**OTHERS PRESENT:** Daniel Macaig, Stephen Gragg, Hayley Macaig, Chuck Barry, Robert O'Neill, Keith Rivers, Richard Smith, Will Dodge, David Skopin, Patrick Murray.

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

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

**2. AGENDA CHANGES/APPROVAL**

Add to Reading File:

- Email, dated 8/10/18, from Genevieve Melle, Jackson Street, regarding parking by the fire station.

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

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

a) Comments from Public on Items not on Agenda

Will Dodge and David Skopin with the Essex Energy Committee gave an update on the activities of the committee, noting the following:

- Presently there are six members on the committee and one vacancy. The members are from the village and town. Meetings are the second Wednesday of the month. The public is welcome to attend. The charge of the committee is to help the town with energy usage to save money.
- A community energy dashboard for the Essex community was developed.
- The committee has been involved in an off-take agreement with Green Lantern solar project to decrease energy bills for the village, town, and school district and is working on reducing the high heating bills for Memorial Hall in Essex Town (\$400/month).
- Other activities include organized events such as Sun Common electric vehicles, Harvest Market in Jericho, marching in the parade, "button up" weatherization event, targeting specific areas, one in the town and one in the village, to give energy rebates for having a house energy audit by Efficiency Vermont.
- The energy portion of the ECOS plan was approved by the Public Utilities Commission.

**4. OLD BUSINESS**

a) Overview of the New Pumper Truck



Public Information Officer, Lt. Richard Smith, reviewed the ergonomic design of the new 2018 Pierce pumper truck, Engine 7. The truck has many custom design features to better assist and protect the firefighters.

Lori Houghton asked if there has been a change in the types of calls and if training is done with the town fire department. Lt. Smith said the department responds to 600 calls a year. More residential and multi-family residential calls are occurring. There has not been an uptick in automobile accidents. The village has mutual aid with the town department from 6 AM to 6 PM daily and conducts multiple trainings together.

## **5. NEW BUSINESS**

### **a) Parking Proposal by the Fire Station**

Robin Pierce explained the proposal to stripe nine parking spaces in the area next to the fire station that presently is used by drivers as a cut-through to avoid Five Corners creating a very dangerous situation. The parking spaces will block passage. Fire Chief Gaboriault said cars cutting through the lot are a concern. The extra parking spaces will be helpful to the department. A jersey barrier should be installed by the sidewalk on Pearl Street to deter drivers from turning into the lot. Information on the new parking spaces will be posted on Front Porch Forum. An article can be submitted to the *Essex Reporter*.

The email from Genevieve Melle, Jackson Street, regarding the proposed parking was acknowledged.

**MOTION by Andrew Brown, SECOND by Lori Houghton, to approve the proposal to stripe nine parking spaces on the left side of the fire station, and authorize staff to implement the changes to increase available parking and improve safety in the location. VOTING: unanimous (5-0); motion carried.**

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

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

- August 28, 2018
- September 11, 2018
- September 25, 2018
- October 9, 2018
- October 23, 2018
- November 13, 2018
- November 27, 2018

\* October 11, 2018 @ 7 PM – Joint Meeting with Selectboard, 2 Lincoln Street

### **b) Discharge Ordinance**

The Selectboard is holding a meeting on the Discharge Ordinance on 8/16/18 at the Miller Building on the fairgrounds.

### **c) Main Street Bridge**

The bridge and the bike/walk path are open.

## d) Thanks to Fire Department

Thanks are extended to the Fire Department for hosting the Trustees meeting, and Public Works for storing one of the fire engines to make space in the station for the meeting.

## e) Meeting with Educational Center

Discussions with the high school covered land, cooperation, taxation, and busing. There are 43 languages spoken at the high school and 300 students with English as a second language.

Patrick Murray, Essex-Westford School Board, said bus transportation is being discussed. Driver recruitment is better than last year, but some drivers from last year have left so replacements are needed. The routes for busing are being drawn up. It appears there will be portions of the school district not getting busing. Village residents have been paying for busing and not receiving the service which is fundamentally unfair. The public is encouraged to attend the public forum on 8/21/18 and the school board meeting that follows.

## 7. TRUSTEES COMMENTS AND CONCERNS/READING FILE

## a) Board Member Comments

- Elaine Sopchak reported the governance subcommittee will be meeting again to discuss next steps. Information was gathered on the services that VLCT and the Secretary of State can provide.
- Lori Houghton mentioned people should use See-Click-Fix to report items such as overgrown hedges rather than posting on Front Porch Forum. Also, there are lights out on the multi-use path along the railroad tracks and people are loitering there. [Evan Teich said Public Works cleared vegetation and will fix the lights. The police said they will increase patrols on the path. The high school was also made aware of problems on the path.]
- Andrew Brown expressed appreciation for the increased effort by the police to keep people safe. More drivers are being pulled over for speeding.

## b) Reading File

- Minutes
  - Governance Subcommittee Minutes 5/30/18, 6/4/18, 6/21/18, 7/12/18
  - Essex Selectboard 7/9/18
  - Planning Commission 7/19/18
  - Bike/Walk Advisory Committee 7/23/18
- VLCT Municipal Budgeting and Borrowing Workshop 9/11/18
- Business People Vermont Feature Story: Jon's Darkroom and Frame Shop
- Essex Town/Essex Junction Tax Rates

## 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) 7/24/18**
- b) **Expense Warrant #17106, dated 7/27/18, in the amount of \$155,298.39.**

c) Expense Warrant #17107, dated 8/3/18, in the amount of \$71,012.48.

d) Expense Warrant #17108, dated 8/10/18, in the amount of \$99,904.62.

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

**9. EXECUTIVE SESSION**

*Personnel Matter*

**MOTION by George Tyler, SECOND by Andrew Brown, pursuant to 1VSA313(a)(3) to go into Executive Session to discuss a personnel matter where premature public knowledge would place the Village of Essex Junction at a substantial disadvantage, and to invite the Unified Manager and Assistant Manager to attend. VOTING: unanimous (5-0); motion carried.**

Executive Session was convened at 7:25 PM.

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

Executive Session was adjourned at 7:45 PM.

**10. ADJOURNMENT**

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

The meeting was adjourned at 7:45 PM.

*RScty: M.E.Riordan*

08/20/18  
08:00 am

Town of Essex / Village of EJ Accounts Payable  
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Page 1 of 6  
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07305	07/31/18	AIRGAS USA LLC ST carbon dioxide 9954795325	210-43110.610 SUPPLIES	266.41	18354	08/17/18
25955	07/23/18	AT&T MOBILITY Cell Phones 072318D	210-45110.535 TELEPHONE SERVICES	270.65	18358	08/17/18
09345	08/03/18	BASIC TM August cobra 40104939	210-41320.210 HEALTH INS & OTHER BENEFIT	34.85	18362	08/17/18
00530	07/25/18	BRODART CO BF book B5380741	210-49345.000 LIBRARY DONATION EXPENDIT	16.20	18366	08/17/18
00530	08/06/18	BRODART CO BL book B5387627	210-45551.640 ADULT COLLECTION-PRINT &	26.40	18366	08/17/18
00530	08/06/18	BRODART CO BL book B5387627	210-45551.610 SUPPLIES	0.80	18366	08/17/18
00530	08/06/18	BRODART CO BL books B5387628	210-45551.640 ADULT COLLECTION-PRINT &	14.85	18366	08/17/18
00530	08/06/18	BRODART CO BL books B5387628	210-45551.610 SUPPLIES	0.80	18366	08/17/18
00530	08/07/18	BRODART CO BL books B5388456	210-45551.641 JUVEN COLLECTION-PRNT & E	188.51	18366	08/17/18
00530	08/07/18	BRODART CO BL books B5388456	210-45551.610 SUPPLIES	13.60	18366	08/17/18
00530	08/07/18	BRODART CO BL books B5388475	210-45551.641 JUVEN COLLECTION-PRNT & E	109.18	18366	08/17/18
00530	08/07/18	BRODART CO BL books B5388475	210-45551.610 SUPPLIES	1.60	18366	08/17/18
00530	08/07/18	BRODART CO BL books B5388476	210-45551.641 JUVEN COLLECTION-PRNT & E	56.34	18366	08/17/18
00530	08/07/18	BRODART CO BL books B5388476	210-45551.610 SUPPLIES	4.80	18366	08/17/18
00530	08/07/18	BRODART CO BL books B5388636	210-45551.641 JUVEN COLLECTION-PRNT & E	71.05	18366	08/17/18
00530	08/07/18	BRODART CO BL books B5388636	210-45551.610 SUPPLIES	4.00	18366	08/17/18
00530	08/08/18	BRODART CO BL book B5389658	210-45551.640 ADULT COLLECTION-PRINT &	15.39	18366	08/17/18
00530	08/08/18	BRODART CO BL book B5389658	210-45551.610 SUPPLIES	0.80	18366	08/17/18
00530	08/08/18	BRODART CO BL books B5389659	210-45551.640 ADULT COLLECTION-PRINT &	349.66	18366	08/17/18
00530	08/08/18	BRODART CO BL books B5389659	210-45551.610 SUPPLIES	16.80	18366	08/17/18
00530	08/08/18	BRODART CO BL book B5389725	210-45551.641 JUVEN COLLECTION-PRNT & E	7.79	18366	08/17/18
00530	08/08/18	BRODART CO BL book B5389725	210-45551.610 SUPPLIES	0.80	18366	08/17/18
00530	08/09/18	BRODART CO BF book B5391187	210-49345.000 LIBRARY DONATION EXPENDIT	4.99	18366	08/17/18
16030	07/15/18	BROWN ELECTRIC ST misc screws,nuts,etc 33141	210-43160.610 STREET LIGHTS SUPPLIES/MA	184.82	18368	08/17/18
V0455	08/01/18	CANON SOLUTIONS AMERICA BL supplies 4026669139	210-45551.610 SUPPLIES	72.73	18369	08/17/18

08/20/18  
08:00 am

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Page 2 of 6  
HPackard

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V0455	08/07/18	CANON SOLUTIONS AMERICA AD copier 7/7-8/6/18 4026713067	210-41320.442 LEASED SERVICES	59.10	18369	08/17/18
26395	06/30/18	CCRPC ED design 5 Corn up wp gr 1806102	210-41335.813 MATCHING GRANT FUNDS	1482.04	18373	08/17/18
V04609	08/01/18	CENTER POINT LARGE PRINT BL books 1607602	210-45551.640 ADULT COLLECTION-PRINT &	93.48	18374	08/17/18
25120	08/03/18	CLICKTIME.COM Online Timesheets 260070	210-45110.330 OTHER PROFESSIONAL SVCS	959.00	18378	08/17/18
38280	07/24/18	CRYSTAL ROCK BOTTLED WATE Water 072418D	210-45110.610 SUPPLIES	177.06	18385	08/17/18
38280	07/24/18	CRYSTAL ROCK BOTTLED WATE Water Cooler Maint Bldg 072418D1	210-45220.610 SUPPLIES	14.44	18385	08/17/18
19410	07/31/18	EAST COAST SIGNALS ST misc for traffic light 5846201808	210-43123.570 TRAFFIC LIGHTS MAINTENANC	2600.00	18386	08/17/18
23215	07/25/18	ESSEX EQUIPMENT INC ST mixer rental 106832960001	210-43110.442 EQUIPMENT RENTALS	90.75	18389	08/17/18
23215	08/07/18	ESSEX EQUIPMENT INC ST blade masonry 106850260001	210-43110.610 SUPPLIES	25.56	18389	08/17/18
05020	07/31/18	ESSEX JCT VILLAGE OF EJRP water maint bldg 073118D2	210-45220.410 WATER & SEWER CHARGES	25.03	18390	08/17/18
05020	07/31/18	ESSEX JCT VILLAGE OF EJRP water pool 073118D3	210-45220.410 WATER & SEWER CHARGES	433.02	18390	08/17/18
05020	07/31/18	ESSEX JCT VILLAGE OF EJRP water main bldg 073118D4	210-45220.410 WATER & SEWER CHARGES	621.61	18390	08/17/18
05020	07/31/18	ESSEX JCT VILLAGE OF EJRP water Cascade Prk 073118D5	210-45220.410 WATER & SEWER CHARGES	25.03	18390	08/17/18
05020	07/31/18	ESSEX JCT VILLAGE OF BL water sewer fixed 13-5560 BL	210-45551.410 WATER AND SEWER CHARGE	107.18	18390	08/17/18
21150	07/31/18	FINDAWAY LLC BL books 47717	210-45551.640 ADULT COLLECTION-PRINT &	59.99	18394	08/17/18
19005	08/01/18	FIRSTLIGHT FIBER VA Aug phone,internet 4261658	210-41320.535 TELEPHONE SERVICES	138.01	18396	08/17/18
19005	08/01/18	FIRSTLIGHT FIBER VA Aug phone,internet 4261658	210-41940.535 TELEPHONE SERVICES	41.61	18396	08/17/18
19005	08/01/18	FIRSTLIGHT FIBER VA Aug phone,internet 4261658	210-41970.535 TELEPHONE SERVICES	30.19	18396	08/17/18
19005	08/01/18	FIRSTLIGHT FIBER VA Aug phone,internet 4261658	210-41320.530 COMMUNICATIONS	34.95	18396	08/17/18
19005	08/01/18	FIRSTLIGHT FIBER BL tech phone access 4261805	210-45551.530 TECHNOLOGY ACCESS	39.95	18396	08/17/18
19005	08/01/18	FIRSTLIGHT FIBER BL tech phone access 4261805	210-45551.535 TELEPHONE SERVICES	93.43	18396	08/17/18
34895	08/01/18	GAUTHIER TRUCKING, INC. ST 11 Jackson St trash 1323943	210-43110.565 RUBBISH REMOVAL	140.23	18400	08/17/18
34895	08/01/18	GAUTHIER TRUCKING, INC. ST Railroad Ave trash 1323945	210-43110.565 RUBBISH REMOVAL	428.03	18400	08/17/18
34895	08/01/18	GAUTHIER TRUCKING, INC. ST Beech St trash 1324081	210-43110.565 RUBBISH REMOVAL	58.36	18400	08/17/18
34895	08/01/18	GAUTHIER TRUCKING, INC. Trash Removal 1324689	210-45220.330 OTHER PROFESSIONAL SVCS	296.76	18400	08/17/18

08/20/18  
08:00 am

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Page 3 of 6  
HPackard

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14910	07/27/18	BF youth program 5183772718	210-49345.000 LIBRARY DONATION EXPENDIT	150.00	18405	08/17/18
12275	08/10/18	Steamfest support 081018D	210-41335.810 COMMUNITY EVENTS & PROGRA	4000.00	18408	08/17/18
33495	08/07/18	BL books 35787380	210-45551.640 ADULT COLLECTION-PRINT &	22.95	18412	08/17/18
33495	08/07/18	BL book 35787381	210-45551.640 ADULT COLLECTION-PRINT &	12.99	18412	08/17/18
33495	08/07/18	BL book 35787382	210-45551.640 ADULT COLLECTION-PRINT &	19.47	18412	08/17/18
23980	06/05/18	ST batteries 300062428	210-43110.610 SUPPLIES	103.40	18414	08/17/18
06095	08/07/18	ST total alkalinity incre 96314	210-43161.002 MEMORIAL PARK	58.97	18421	08/17/18
20185	08/13/18	Door Handle Replacement 211137	210-45220.434 MAINTENANCE-BUILDINGS/GRO	94.00	18422	08/17/18
01175	08/01/18	Performance in Park 18238	210-45551.837 CHILDRENS PROGRAMS	287.50	18434	08/17/18
24100	07/31/18	ST traffic signs 169148	210-43110.617 SIGNS AND POSTS	209.20	18437	08/17/18
24855	08/14/18	Petty Cash Checking Reimb 081418D	210-45110.550 PRINTING & ADVERTISING	12.30	18439	08/17/18
24855	08/14/18	Petty Cash Checking Reimb 081418D	210-45110.550 PRINTING & ADVERTISING	62.55	18439	08/17/18
24855	08/14/18	Petty Cash Checking Reimb 081418D	210-45110.340 COMPUTER EXPENSES	130.00	18439	08/17/18
24855	08/14/18	Petty Cash Checking Reimb 081418D	210-45110.550 PRINTING & ADVERTISING	31.80	18439	08/17/18
24855	08/14/18	Petty Cash Checking Reimb 081418D	210-45110.340 COMPUTER EXPENSES	159.00	18439	08/17/18
25140	08/07/18	ST asphalt 988986	210-43120.610 PAVEMENT MAINTENANCE	780.24	18441	08/17/18
16020	08/14/18	AD replenish postage due 081418D	210-41970.536 POSTAGE	50.00	18445	08/17/18
37965	07/19/18	ST Portland Lafarge 347175	210-43120.610 PAVEMENT MAINTENANCE	510.00	18452	08/17/18
43320	07/24/18	Pavilion Signs 6168	210-45220.610 SUPPLIES	450.00	18455	08/17/18
43320	08/09/18	BL building maint 6192	210-45551.434 MAINT. BUILDINGS/GROUNDS	1500.00	18455	08/17/18
36130	07/18/18	VA phone 6/19-7/18 9811126348	210-42220.535 TELEPHONE SERVICES	120.03	18470	08/17/18
36130	07/18/18	VA phone 6/19-7/18 9811126348	210-41970.535 TELEPHONE SERVICES	40.01	18470	08/17/18
30210	07/23/18	Accident Claim 20180704A01	210-45110.521 LIABILITY & PROPERTY INS	767.14	18474	08/17/18
07565	07/18/18	Office Supplies I56944117	210-45110.610 SUPPLIES	131.26	18477	08/17/18
07565	07/19/18	Office Supplies I56982704	210-45110.610 SUPPLIES	24.99	18477	08/17/18

08/20/18

Town of Essex / Village of EJ Accounts Payable

Page 4 of 6

08:00 am

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HPackard

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07565	07/24/18	Supplies I57125292	210-45110.610 SUPPLIES	177.96	18477	08/17/18
07565	07/31/18	Trash Bags I57333740	210-45220.610 SUPPLIES	117.40	18477	08/17/18
07565	08/13/18	Floor Wax I57378366	210-45220.610 SUPPLIES	223.98	18477	08/17/18
25595	07/25/18	Certifications 6/9/18 22121886	226-45115.330 OTHER PROFESSIONAL SVCS	36.00	18357	08/17/18
25595	07/25/18	Certification 7/17/18 22121886A	226-45115.330 OTHER PROFESSIONAL SVCS	112.00	18357	08/17/18
25595	07/31/18	Lifeguard Recerts 22124080	226-45124.330 OTHER PROFESSIONAL SVCS	163.00	18357	08/17/18
20335	08/13/18	Pavilion Refund 28125	226-34750.000 FACILITY & FIELD RENTAL	50.00	18365	08/17/18
04940	07/23/18	MSP Internet 0176315 7/23	226-45110.530 COMMUNICATIONS	439.47	18381	08/17/18
04940	07/23/18	Park St Internet 0210908 7/23	226-45121.530 COMMUNICATIONS	206.26	18382	08/17/18
31545	07/30/18	Concessions 073018D1	226-45125.610 SUPPLIES	369.14	18384	08/17/18
38280	07/24/18	Water 072418D	226-45124.610 SUPPLIES	177.06	18385	08/17/18
05020	07/31/18	EJRP gardens water 073118D 1	226-45115.330 OTHER PROFESSIONAL SVCS	95.11	18390	08/17/18
09550	08/07/18	Adult Program 6/2 080718D	226-45115.330 OTHER PROFESSIONAL SVCS	80.00	18419	08/17/18
01175	08/01/18	Performance in Park 18238	226-45115.330 OTHER PROFESSIONAL SVCS	287.50	18434	08/17/18
12495	07/24/18	Copier E102790	226-45110.442 Equipment Rentals	164.25	18435	08/17/18
24855	08/14/18	Petty Cash Checking Reimb 081418D	226-45115.330 OTHER PROFESSIONAL SVCS	50.00	18439	08/17/18
25760	07/23/18	Bus Lease 127311	226-45120.421 TRUCK LEASE	12238.30	18443	08/17/18
24830	08/08/18	Concessions 890203	226-45125.610 SUPPLIES	350.29	18448	08/17/18
24830	07/19/18	Concessions 893057	226-45125.610 SUPPLIES	960.90	18448	08/17/18
24830	08/08/18	Concessions 902476	226-45125.610 SUPPLIES	973.73	18448	08/17/18
01135	08/13/18	CMS Field Trip 3531	226-45122.580 TRAVEL	168.00	18458	08/17/18
23495	08/08/18	CMS Bus 70003175	226-45122.580 TRAVEL	368.30	18460	08/17/18
03905	06/27/18	Tennis Camp 062718D	226-45115.330 OTHER PROFESSIONAL SVCS	330.00	18463	08/17/18
20340	08/07/18	REACH Field Trip 080718D	226-45122.580 TRAVEL	677.00	18464	08/17/18
23015	08/13/18	July Meals Tax 081318D	226-34725.000 CONCESSION SALES	1100.21	18473	08/17/18

08/20/18  
08:00 am

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Page 5 of 6  
HPackard

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07565	07/24/18	Supplies I57125292	226-45124.610 SUPPLIES	63.97	18477	08/17/18
42625	08/01/18	WW July design invoice 77881	230-46801.715 Fairview Main St ERP	1552.00	18355	08/17/18
22865	08/10/18	TC-Main St Ped Bridge 0020880	230-46801.016 MAIN PED BRIDGE BC1828	1915.80	18387	08/17/18
18000	06/27/18	VW baz dbl chk bfp assy 828120	254-43200.614 DISTRIBUTION MATERIALS	386.65	18393	08/17/18
38760	07/31/18	VWSA 2 inch meters 0094460	254-43330.002 METER REPLACEMENT PROGRAM	355.44	18465	08/17/18
11375	08/01/18	WW August svc 2809073	255-43200.565 GRIT DISPOSAL	918.92	18370	08/17/18
V10411	08/01/18	WW polymer demo 9597	255-43200.619 CHEMICALS	1470.00	18377	08/17/18
38955	07/30/18	WW bleach fill line repai 59614961	255-43200.570 MAINTENANCE OTHER	89.59	18391	08/17/18
19005	08/01/18	WW phone, internet 4261657	255-43200.535 TELEPHONE SERVICES	173.59	18396	08/17/18
23980	08/07/18	WW 2G failed battery 190320100024	255-43200.570 MAINTENANCE OTHER	408.64	18414	08/17/18
V1507	08/01/18	WW safety gloves 1892255	255-43200.570 MAINTENANCE OTHER	699.30	18428	08/17/18
24620	08/13/18	WW shock,boot side by sid 1566907	255-43200.432 VEHICLE MAINTENANCE	171.79	18429	08/17/18
12775	07/31/18	WW screen wiring , setup 7380	255-43330.011 HEADWORKS SCREEN	12732.50	18446	08/17/18
36130	07/18/18	VA phone 6/19-7/18 9811126348	255-43200.535 TELEPHONE SERVICES	142.69	18470	08/17/18
07565	07/27/18	WW paper 157252939	255-43200.610 SUPPLIES	28.99	18476	08/17/18
12235	08/06/18	SA row lease 8951 9/1-8/3 140323	256-43200.441 RIGHT OF WAY AGREEMENTS	1111.73	18431	08/17/18
12235	08/06/18	SA row lease 8951 9/1-8/3 140323	256-14301.000 PREPAID EXPENSES	222.34	18431	08/17/18
38760	07/31/18	VWSA 2 inch meters 0094460	256-43330.002 METER REPLACEMENT PROGRAM	710.87	18465	08/17/18
36130	07/23/18	VA Phone 6/24-7/23 9811565357	256-43200.434 PUMP STATION MAINTENANCE	141.96	18470	08/17/18
36130	07/23/18	VA Phone 6/24-7/23 9811565357	256-43220.001 SUSIE WILSON PS COSTS	36.56	18470	08/17/18
36130	07/23/18	VA Phone 6/24-7/23 9811565357	256-43220.002 WEST ST PS COSTS	36.56	18470	08/17/18



08/20/18  
08:00 am

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17109 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 08/17/18 To 08/17/18 & Fund 2

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

62822.18

08/24/18  
08:23 am

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17110 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 08/23/18 To 08/24/18 & Fund 2

Page 1 of 6  
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14400	08/15/18	ABOVE AND BEYOND LHBL 8/5-9/1 cleaning 3598	210-41940.423 CONTRACT SERVICES	600.00	18484	08/23/18
14400	08/15/18	ABOVE AND BEYOND LHBL 8/5-9/1 cleaning 3598	210-45551.423 CONTRACT SERVICES	2212.75	18484	08/23/18
14400	08/15/18	ABOVE AND BEYOND LHBL 8/5-9/1 cleaning 3598	210-45551.610 SUPPLIES	72.00	18484	08/23/18
14400	08/15/18	ABOVE AND BEYOND VF cleaning svc 3599	210-42220.434 MAINT. BUILDINGS/GROUNDS	220.00	18484	08/23/18
42665	08/10/18	AMAZON/SYNCB BL books.,supplies 006985308/10	210-45551.640 ADULT COLLECTION-PRINT &	186.44	18485	08/23/18
42665	08/10/18	AMAZON/SYNCB BL books.,supplies 006985308/10	210-45551.641 JUVEN COLLECTION-PRNT & E	63.63	18485	08/23/18
42665	08/10/18	AMAZON/SYNCB BL books.,supplies 006985308/10	210-45551.610 SUPPLIES	223.14	18485	08/23/18
42665	08/10/18	AMAZON/SYNCB BL books.,supplies 006985308/10	210-45551.837 CHILDRENS PROGRAMS	77.30	18485	08/23/18
02005	08/01/18	BCBSVT VA Sept health ins 180004639000	210-41320.210 HEALTH INS & OTHER BENEFI	2314.03	18490	08/23/18
02005	08/01/18	BCBSVT VA Sept health ins 180004639000	210-43110.210 HEALTH INS & OTHER BENEFI	4096.03	18490	08/23/18
02005	08/01/18	BCBSVT VA Sept health ins 180004639000	210-43151.210 HEALTH INS & OTHER BENEFI	690.37	18490	08/23/18
02005	08/01/18	BCBSVT VA Sept health ins 180004639000	210-45551.210 HEALTH INS & OTHER BENEFI	5842.80	18490	08/23/18
02005	08/01/18	BCBSVT VA Sept health ins 180004639000	210-41970.210 HEALTH INS & OTHER BENEFI	1214.72	18490	08/23/18
02005	08/01/18	BCBSVT VA Sept health ins 180004639000	210-41335.210 HEALTH INS & OTHER BENEFI	1706.68	18490	08/23/18
02005	08/01/18	BCBSVT VA Sept health ins 180004639000	210-45110.210 HEALTH INS & OTHER BENEFI	6334.76	18490	08/23/18
02005	08/01/18	BCBSVT VA Sept health ins 180004639000	210-45220.210 HEALTH INS & OTHER BENEFI	1172.20	18490	08/23/18
10510	07/25/18	BLUE TARP FINANCIAL INC EJRP Supplies 072518D	210-45220.610 SUPPLIES	20.97	18493	08/23/18
10510	07/25/18	BLUE TARP FINANCIAL INC EJRP Supplies 072518D	210-45220.610 SUPPLIES	9.48	18493	08/23/18
10510	07/25/18	BLUE TARP FINANCIAL INC EJRP Supplies 072518D	210-45220.610 SUPPLIES	26.97	18493	08/23/18
10510	07/25/18	BLUE TARP FINANCIAL INC EJRP Supplies 072518D	210-45220.610 SUPPLIES	3.99	18493	08/23/18
10510	07/25/18	BLUE TARP FINANCIAL INC EJRP Supplies 072518D	210-45220.610 SUPPLIES	5.08	18493	08/23/18
19630	08/01/18	BP WASTEWATER SERVICES OF ST-REMOVE FAULTY PUMP-PW 1250	210-43110.434 MAINT. BUILDINGS/GROUNDS	375.00	18494	08/23/18
19630	08/04/18	BP WASTEWATER SERVICES OF ST-NEW PUMP @ PW GARAGE 1253	210-43110.434 MAINT. BUILDINGS/GROUNDS	1175.00	18494	08/23/18
00530	08/15/18	BRODART CO BF book B5395631	210-49345.000 LIBRARY DONATION EXPENDIT	15.89	18495	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES VF fire cam, chargers 180720I	210-42220.889 ROUTINE EQUIPMENT PURCHAS	687.80	18497	08/23/18

08/24/18  
08:23 am

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17110 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 08/23/18 To 08/24/18 & Fund 2

Page 2 of 6  
HPackard

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
V9941	BUSINESSCARD SERVICES	08/07/18	LH/AD LH, trustees suppli 180724L	210-41940.610 SUPPLIES	7.58	18497	08/23/18
V9941	BUSINESSCARD SERVICES	08/07/18	LH/AD LH, trustees suppli 180724L	210-41320.560 TRUSTEES EXPENDITURES	14.95	18497	08/23/18
V9941	BUSINESSCARD SERVICES	08/07/18	AD name tags 180731Q	210-41320.610 SUPPLIES	8.97	18497	08/23/18
V9941	BUSINESSCARD SERVICES	08/07/18	BL July newspapers 180807E	210-45551.640 ADULT COLLECTION-PRINT &	42.00	18497	08/23/18
21500	CANON FINANCIAL SERVICES	08/14/18	AD copier lease 19046348	210-41320.442 LEASED SERVICES	245.00	18499	08/23/18
21210	CINTAS LOC # 68M 71 M	08/09/18	ST-SOAP DISPENSER 4008486445	210-43110.610 SUPPLIES	74.01	18504	08/23/18
04940	COMCAST	07/27/18	VF internet 8/4-9/3 0179210 7/27	210-42220.535 TELEPHONE SERVICES	124.90	18510	08/23/18
04940	COMCAST	08/03/18	VF cable tv 0207722 8/3	210-42220.535 TELEPHONE SERVICES	10.67	18511	08/23/18
04940	COMCAST	08/12/18	ST-TV INTERNET 08122018D	210-43125.610 WINTER MAINTENANCE	27.79	18512	08/23/18
04940	COMCAST	08/12/18	ST-TV INTERNET 08122018D	210-43110.610 SUPPLIES	170.05	18512	08/23/18
19690	CORE & MAIN LP	08/03/18	ST-CATCH BASIN GRATE SLIN J246585	210-43110.610 SUPPLIES	388.48	18513	08/23/18
31545	COSTCO #314	08/14/18	VF supplies 081418D	210-42220.610 SUPPLIES	240.69	18514	08/23/18
20375	DUO-SAFETY LADDER CORP	08/10/18	VF heat sensor labels 46690000	210-42220.570 MAINTENANCE OTHER	24.62	18520	08/23/18
35260	EAST COAST PRINTERS INC	07/27/18	ST-GARMENTS FOR TREVOR 07271831	210-43110.612 UNIFORMS,BOOTS,ETC	64.00	18522	08/23/18
23580	ED EATON FIRE TRUCK REPAI	08/14/18	VF Engine 5 pump svc 42018	210-42220.432 VEHICLE MAINTENANCE	262.50	18523	08/23/18
01010	ESSEX AGWAY	08/17/18	ST-STRAW 326564	210-43110.616 GRAVEL, TOPSOIL	21.58	18524	08/23/18
05020	ESSEX JCT VILLAGE OF	07/31/18	VF water/sewer fixed 073118DVF	210-42220.410 WATER AND SEWER CHARGE	85.74	18526	08/23/18
25600	ESSEX RESCUE, INC	08/02/18	VF EMS supplies 420	210-42220.615 EMS SUPPLIES	490.79	18527	08/23/18
00820	GLOBAL EQUIPMENT COMPANY	08/09/18	Deep Clean Materials 113038080	210-45220.610 SUPPLIES	89.73	18534	08/23/18
07010	GREEN MOUNTAIN POWER CORP	08/09/18	Electric MSP 080918D	210-45220.622 ELECTRICAL SERVICE	4718.97	18538	08/23/18
07010	GREEN MOUNTAIN POWER CORP	08/09/18	Electric MSP 080918D1	210-45220.622 ELECTRICAL SERVICE	418.06	18538	08/23/18
33495	INGRAM LIBRARY SERVICES I	08/14/18	BL book 35891881	210-45551.640 ADULT COLLECTION-PRINT &	19.47	18543	08/23/18
V10154	MAX-R	08/07/18	ST-DOGGIE WASTE BAGS 692139	210-43151.430 STORM SEWER MAINTENANCE	559.00	18553	08/23/18
24620	MILTON RENTAL AND SALES	08/06/18	ST-CONCRETE MIXER 1566803	210-43110.891 CAPITAL OUTLAY	3139.00	18557	08/23/18
V10462	MONAGHAN SAFER DUCHAM PL	08/01/18	VA July legal fees 080118D	210-41320.320 LEGAL SERVICES	4047.50	18559	08/23/18

08/24/18  
08:23 am

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17110 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 08/23/18 To 08/24/18 & Fund 2

Page 3 of 6  
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24100	08/06/18	PERMA-LINE CORP.OF NEW EN ST-FINISHED TRAFFIC SIGNS 169268	210-43110.617 SIGNS AND POSTS	260.70	18569	08/23/18
V1775	08/21/18	PETTY CASH - SUSAN MCNAMA AD/CD-VILLAGE OFF. P CASH 170821	210-41320.536 POSTAGE	0.59	18571	08/23/18
V1775	08/21/18	PETTY CASH - SUSAN MCNAMA AD/CD-VILLAGE OFF. P CASH 170821	210-41320.610 SUPPLIES	20.31	18571	08/23/18
V1775	08/21/18	PETTY CASH - SUSAN MCNAMA AD/CD-VILLAGE OFF. P CASH 170821	210-41320.560 TRAVEL	87.36	18571	08/23/18
V1775	08/21/18	PETTY CASH - SUSAN MCNAMA AD/CD-VILLAGE OFF. P CASH 170821	210-41320.500 TRAINING, CONFERENCES, DU	38.01	18571	08/23/18
V1775	08/21/18	PETTY CASH - SUSAN MCNAMA AD/CD-VILLAGE OFF. P CASH 170821	210-41335.810 COMMUNITY EVENTS & PROGRA	14.95	18571	08/23/18
25140	08/10/18	PIKE INDUSTRIES INC ST-ASPHALT 989532	210-43120.610 PAVEMENT MAINTENANCE	758.68	18572	08/23/18
25140	08/14/18	PIKE INDUSTRIES INC ST-ASPHALT 990611	210-43120.610 PAVEMENT MAINTENANCE	313.40	18572	08/23/18
25140	08/17/18	PIKE INDUSTRIES INC ST-ASPHALT 991187	210-43120.610 PAVEMENT MAINTENANCE	184.14	18572	08/23/18
18010	02/01/18	REYNOLDS & SON, INC. VF-TRAFFIC CONE 3320584	210-42220.889 ROUTINE EQUIPMENT PURCHAS	-169.00	18578	08/23/18
18010	08/10/18	REYNOLDS & SON, INC. VF tools 3333272	210-42220.889 ROUTINE EQUIPMENT PURCHAS	875.91	18578	08/23/18
37965	07/31/18	S D IRELAND CONCRETE ST-RISER 347314	210-43151.430 STORM SEWER MAINTENANCE	221.00	18582	08/23/18
37965	08/07/18	S D IRELAND CONCRETE ST-PORTLAND LAFARGE 347390	210-43151.430 STORM SEWER MAINTENANCE	510.00	18582	08/23/18
11345	08/09/18	SANITARY EQUIPMENT CO INC ST/SA/VW-FLOAT BALL 0110813	210-43110.610 SUPPLIES	12.71	18583	08/23/18
11345	08/10/18	SANITARY EQUIPMENT CO INC ST/SA/VW-REAR DOOR HANDLE 0110875	210-43110.610 SUPPLIES	19.03	18583	08/23/18
23855	08/07/18	SOUTHWORTH-MILTON, INC. ST-TDIO 30W & DISPENSER INV1365486	210-43110.432 VEHICLE MAINTENANCE	221.43	18588	08/23/18
24770	08/15/18	TROWEL TRADES SUPPLY, INC ST-REBAR 252197	210-43120.570 SIDEWALK AND CURB MAINTEN	12.00	18594	08/23/18
V9848	08/09/18	TSI, INC VF calibrate fit tester 91022154	210-42220.570 MAINTENANCE OTHER	738.57	18595	08/23/18
19350	08/11/18	VERIZON CONNECT FLEET USA ST-SUBSCRIPTIONS IN2702090	210-43110.442 EQUIPMENT RENTALS	280.00	18596	08/23/18
11935	08/07/18	VIKING-CIVES USA ST-GUTTER BROOM REPAIR 4483205	210-43110.432 VEHICLE MAINTENANCE	780.61	18597	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES SC ic social,cleaning 180705A	225-45122.614 PROGRAM EXPENSES	68.53	18497	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES SC ic social,cleaning 180705A	225-45122.430 REPAIRS & MAINTENANCE	3.98	18497	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES SC snacks for trips 180706B	225-45122.810 TRIP EXPENSES	40.77	18497	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES SC Mex Train supplies 180720J	225-45122.614 PROGRAM EXPENSES	4.30	18497	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES SC Mexican Train supplies 180723K	225-45122.614 PROGRAM EXPENSES	43.22	18497	08/23/18

08/24/18

## Town of Essex / Village of EJ Accounts Payable

Page 4 of 6

08:23 am

Check Warrant Report # 17110 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 08/23/18 To 08/24/18 &amp; Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V9941	08/07/18	BUSINESSCARD SERVICES SC snack for Winn trip 1 180725M	225-45122.810 TRIP EXPENSES	13.00	18497	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES SC lunch w CHIPS 180725N	225-45122.614 PROGRAM EXPENSES	39.93	18497	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES SC donuts, Winn trip 1 1807290	225-45122.810 TRIP EXPENSES	15.56	18497	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES SC lunch Winn trip 1 180730P	225-45122.810 TRIP EXPENSES	691.25	18497	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES SC ferry from Depot Theat 180807C	225-45122.810 TRIP EXPENSES	127.00	18497	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES SC meals, Depot theater t 180807D	225-45122.810 TRIP EXPENSES	580.00	18497	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES SC groc for lunch center 180807F	225-45122.614 PROGRAM EXPENSES	28.43	18497	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES SC ferry, 1 day use B. Is 180807G	225-45122.810 TRIP EXPENSES	196.00	18497	08/23/18
V9941	08/07/18	BUSINESSCARD SERVICES SC Play Nine game x 6 180807H	225-45122.614 PROGRAM EXPENSES	87.60	18497	08/23/18
31545	08/17/18	COSTCO #314 SC for Winni trip 2 , ctr 180817D	225-45122.810 TRIP EXPENSES	49.10	18516	08/23/18
31545	08/17/18	COSTCO #314 SC for Winni trip 2 , ctr 180817D	225-45122.610 OPERATIONAL SUPP/EXP	15.69	18516	08/23/18
07565	08/10/18	W B MASON CO INC SC copier paper I57710684	225-45122.610 OPERATIONAL SUPP/EXP	35.99	18603	08/23/18
25190	08/21/18	A C MOORE ARTS & CRAFTS A MSP VK Supplies 007087	226-45120.610 SUPPLIES	47.05	18482	08/23/18
25190	08/21/18	A C MOORE ARTS & CRAFTS A VK Fleming Supplies 007088	226-45120.610 SUPPLIES	194.51	18482	08/23/18
20395	08/20/18	ABBOTT MICHAEL Fly Fishing Camp 082018D	226-45115.330 OTHER PROFESSIONAL SVCS	1200.00	18483	08/23/18
25595	08/08/18	AMERICAN RED CROSS CPR Certification 22125317	226-45115.610 SUPPLIES	28.00	18487	08/23/18
25595	08/15/18	AMERICAN RED CROSS Lifeguard Class 22127238	226-45115.330 OTHER PROFESSIONAL SVCS	108.00	18487	08/23/18
02005	08/01/18	BCBSVT VA Sept health ins 180004639000	226-45120.210 HEALTH INS & OTHER BENEFIT	1330.12	18490	08/23/18
02005	08/01/18	BCBSVT VA Sept health ins 180004639000	226-45121.210 HEALTH INS & OTHER BENEFIT	5234.44	18490	08/23/18
02005	08/01/18	BCBSVT VA Sept health ins 180004639000	226-45110.210 HEALTH INS & OTHER BENEFIT	608.36	18490	08/23/18
10510	07/25/18	BLUE TARP FINANCIAL INC EJRP Supplies 072518D	226-45115.610 SUPPLIES	5.98	18493	08/23/18
25005	08/20/18	CAPITAL CANDY COMPANY Concessions 2790933	226-45125.610 SUPPLIES	356.04	18500	08/23/18
31545	08/17/18	COSTCO #314 Concessions 081718D	226-45125.610 SUPPLIES	134.66	18515	08/23/18
03520	08/17/18	ESSEX CINEMAS VT Wild Camp Movie 081718D	226-45122.580 TRAVEL	123.50	18525	08/23/18
19360	08/15/18	ESSEX WESTFORD CHILD NUTR Frozen Yogurt 2888	226-45125.610 SUPPLIES	175.00	18528	08/23/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V795	08/17/18	Essex 1/2 & 10 K Cert. 2	226-45115.330 OTHER PROFESSIONAL SVCS	250.00	18529	08/23/18
25670	07/30/18	Traffic Control Essex 1/2 29481	226-45115.330 OTHER PROFESSIONAL SVCS	1395.20	18537	08/23/18
20400	08/21/18	College Writing Workshop 082118D	226-45115.330 OTHER PROFESSIONAL SVCS	1408.00	18561	08/23/18
41950	08/08/18	CDL Physical 1206288128	226-45120.330 OTHER PROFESSIONAL SVCS	159.50	18563	08/23/18
25640	08/08/18	Archery Program 180809	226-45115.330 OTHER PROFESSIONAL SVCS	1100.00	18567	08/23/18
24855	08/21/18	Petty Cash Reimbursement 082118D	226-45122.580 TRAVEL	140.00	18570	08/23/18
24855	08/21/18	Petty Cash Reimbursement 082118D	226-45122.610 Supplies	31.34	18570	08/23/18
24855	08/21/18	Petty Cash Reimbursement 082118D	226-45122.580 TRAVEL	28.00	18570	08/23/18
24855	08/21/18	Petty Cash Reimbursement 082118D	226-45122.580 TRAVEL	104.00	18570	08/23/18
16020	08/21/18	Fall Brochure Postage 082118D	226-45110.536 POSTAGE	1855.00	18574	08/23/18
24830	08/13/18	CMS Snack 904146	226-45122.610 Supplies	204.72	18577	08/23/18
10435	07/24/18	Jr Hornets Shirts Reorder 16627	226-45115.610 SUPPLIES	135.00	18584	08/23/18
10435	08/01/18	Jr Hornets Soccer Balls 16664	226-45115.610 SUPPLIES	50.97	18584	08/23/18
10435	08/07/18	Fall Barcomb BBall Shirts 16682	226-45115.610 SUPPLIES	520.00	18584	08/23/18
10435	08/08/18	Adult Softball Equipment 16684	226-45115.610 SUPPLIES	110.00	18584	08/23/18
42565	08/15/18	Village Kids Ad 187869	226-45120.330 OTHER PROFESSIONAL SVCS	85.00	18585	08/23/18
45825	08/10/18	CMS Field Trip 8/10 003840	226-45122.580 TRAVEL	288.00	18589	08/23/18
03905	08/15/18	Parisi Speed School Camp 081518D	226-45115.330 OTHER PROFESSIONAL SVCS	848.00	18590	08/23/18
23495	08/13/18	REACH Field Trip 70003492	226-45122.580 TRAVEL	1670.80	18591	08/23/18
23495	08/13/18	CMS Star Field Trip 70003493	226-45122.580 TRAVEL	962.95	18591	08/23/18
23495	08/20/18	CMS Field Trip 70003850	226-45120.580 TRAVEL	577.71	18591	08/23/18
V10462	08/01/18	VA July legal fees 080118D	230-46801.710 BRICK/MANSF STRM CA0462	290.40	18559	08/23/18
02005	08/01/18	VA Sept health ins 180004639000	254-43200.210 HEALTH INS & OTHER BENEFIT	2565.49	18490	08/23/18
23435	07/31/18	VA-JULY 2018 WATER CONSUM 073118D	254-43200.412 STATE WATER TAX	1025.22	18501	08/23/18
23435	07/31/18	VA-JULY 2018 WATER CONSUM 073118D	254-43210.412 STATE WATER TAX - GF	5063.90	18501	08/23/18

08/24/18  
08:23 am

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17110 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01 (GENERAL FUND) All check #s 08/23/18 To 08/24/18 & Fund 2

Page 6 of 6  
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23435	07/31/18	CHAMPLAIN WATER DISTRICT VA-JULY 2018 WATER CONSUM 073118D	254-43200.411 CWD WATER PURCHASE	44391.85	18501	08/23/18
23435	07/31/18	CHAMPLAIN WATER DISTRICT VA-JULY 2018 WATER CONSUM 073118D	254-43210.411 CWD WATER PURC - GF	219266.87	18501	08/23/18
11345	08/09/18	SANITARY EQUIPMENT CO INC ST/SA/VW-FLOAT BALL 0110813	254-43200.610 SUPPLIES	2.12	18583	08/23/18
11345	08/10/18	SANITARY EQUIPMENT CO INC ST/SA/VW-REAR DOOR HANDLE 0110875	254-43200.610 SUPPLIES	3.17	18583	08/23/18
02005	08/01/18	BCBSVT VA Sept health ins 180004639000	255-43200.210 HEALTH INS & OTHER BENEFIT	6749.79	18490	08/23/18
11345	08/09/18	SANITARY EQUIPMENT CO INC ST/SA/VW-FLOAT BALL 0110813	255-43200.610 SUPPLIES	2.12	18583	08/23/18
11345	08/10/18	SANITARY EQUIPMENT CO INC ST/SA/VW-REAR DOOR HANDLE 0110875	255-43200.610 SUPPLIES	3.17	18583	08/23/18
02005	08/01/18	BCBSVT VA Sept health ins 180004639000	256-43200.210 HEALTH INS & OTHER BENEFIT	1677.53	18490	08/23/18
11345	08/09/18	SANITARY EQUIPMENT CO INC ST/SA/VW-FLOAT BALL 0110813	256-43200.610 SUPPLIES	25.43	18583	08/23/18
11345	08/10/18	SANITARY EQUIPMENT CO INC ST/SA/VW-REAR DOOR HANDLE 0110875	256-43200.610 SUPPLIES	38.06	18583	08/23/18

Report Total

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354438.80  
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Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
210-31101.000 PROPERTY TAXES-CURRENT	3,423,606.00	211,123.53	3,212,482.47 6.17%	211,123.53
210-33546.000 STATE FOR VT PILOT & CURR	2,000.00	0.00	2,000.00 0.00%	0.00
210-33582.000 ESSEX TOWN CONTRIB. TO LI	15,000.00	0.00	15,000.00 0.00%	0.00
210-33582.001 TOWN STORMWATER PAYMENT	64,367.00	0.00	64,367.00 0.00%	0.00
210-33582.002 TOWN STREET DEPT PAYMENT	1,080,759.00	0.00	1,080,759.00 0.00%	0.00
210-34130.000 LICENSE AND ZONING FEE	58,000.00	1,030.00	56,970.00 1.78%	1,030.00
210-34131.000 WHITCOMB FARM SOLAR PILOT	5,000.00	0.00	5,000.00 0.00%	0.00
210-34221.000 MISCELLANEOUS FIRE RECEIP	20.00	10.00	10.00 50.00%	10.00
210-35130.000 STATE DISTRICT COURT FINE	1,500.00	0.00	1,500.00 0.00%	0.00
210-36102.000 INTEREST EARNINGS	2,000.00	0.22	1,999.78 0.01%	0.22
210-36201.000 PARKING SPACE FEES	2,400.00	400.00	2,000.00 16.67%	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	59.58	1,940.42 2.98%	59.58
210-36605.000 MISCELLANEOUS STREET RECE	4,000.00	-670.00	4,670.00 -16.75%	-670.00
210-36606.000 MISCELLANEOUS LIBRARY REC	500.00	91.10	408.90 18.22%	91.10
210-36606.010 REC & PARK NON-RES FEES	22,000.00	75.00	21,925.00 0.34%	75.00
210-39154.000 SERVICE FEE - WATER	94,014.00	0.00	94,014.00 0.00%	0.00
210-39155.000 SERVICE FEE - WWTP	47,007.00	0.00	47,007.00 0.00%	0.00
210-39156.000 SERVICE FEE - SANITATION	94,014.00	0.00	94,014.00 0.00%	0.00
<b>210-395 UNBUDGETED REVENUE</b>				
210-39510.000 MISC GRANTS	0.00	-650.00	650.00 100.00%	-650.00
210-39590.001 ADULT REPLACEMENT RECEIPT	0.00	119.00	-119.00 100.00%	119.00
210-39590.002 JUVENILE REPLACEMENT RECE	0.00	41.00	-41.00 100.00%	41.00
<b>Total UNBUDGETED REVENUE</b>	<b>0.00</b>	<b>-490.00</b>	<b>490.00 100.00%</b>	<b>-490.00</b>
<b>Total Revenues</b>	<b>4,919,687.00</b>	<b>211,629.43</b>	<b>4,708,057.57 4.30%</b>	<b>211,629.43</b>
<b>210-41 GENERAL GOVERNMENT</b>				
<b>210-413 GENERAL EXPENSES</b>				
<b>210-41320 ADMINISTRATION</b>				
<b>210-41320.1 ADMIN SALARIES</b>				
210-41320.110 SALARIES REGULAR	208,400.00	11,841.19	196,558.81 5.68%	11,841.19
210-41320.130 SALARIES OVERTIME	6,500.00	203.69	6,296.31 3.13%	203.69
210-41320.140 SALARIES PART TIME	5,025.00	102.87	4,922.13 2.05%	102.87
210-41320.150 MANAGER CONTRACT	65,000.00	5,416.67	59,583.33 8.33%	5,416.67
210-41320.152 SHARED EMPLOYEE EXPENSE	25,763.00	1,799.39	23,963.61 6.98%	1,799.39
<b>Total ADMIN SALARIES</b>	<b>310,688.00</b>	<b>19,363.81</b>	<b>291,324.19 6.23%</b>	<b>19,363.81</b>
<b>210-41320.2 ADMIN BENEFITS</b>				
210-41320.210 HEALTH INS & OTHER BENEFIT	45,869.00	5,567.74	40,301.26 12.14%	5,567.74
210-41320.220 SOCIAL SECURITY	17,096.00	1,082.47	16,013.53 6.33%	1,082.47
210-41320.226 WORKERS COMP INSURANCE	684.00	37.90	646.10 5.54%	37.90
210-41320.230 RETIREMENT	20,840.00	1,165.41	19,674.59 5.59%	1,165.41
210-41320.250 UNEMPLOYMENT INSURANCE	300.00	1.44	298.56 0.48%	1.44
210-41320.291 HEALTH IMPROV PROGRAMS	1,600.00	0.00	1,600.00 0.00%	0.00
<b>Total ADMIN BENEFITS</b>	<b>86,389.00</b>	<b>7,854.96</b>	<b>78,534.04 9.09%</b>	<b>7,854.96</b>



Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-41320.310 BOARD MEMBER FEES	2,500.00	0.00	2,500.00	0.00%	0.00
210-41320.320 LEGAL SERVICES	15,000.00	1,038.00	13,962.00	6.92%	1,038.00
210-41320.330 OTHER PROFESSIONAL SERVIC	1,000.00	0.00	1,000.00	0.00%	0.00
210-41320.335 AUDIT	6,160.00	0.00	6,160.00	0.00%	0.00
210-41320.340 COMPUTER EXPENSES	2,220.00	0.00	2,220.00	0.00%	0.00
210-41320.442 LEASED SERVICES	4,525.00	299.17	4,225.83	6.61%	299.17
210-41320.500 TRAINING, CONFERENCES, DU	9,300.00	964.00	8,336.00	10.37%	964.00
210-41320.521 LIABILITY & PROPERTY INS.	4,239.00	2,259.17	1,979.83	53.29%	2,259.17
210-41320.522 PUBLIC OFFICIALS LIABILIT	5,727.00	2,848.75	2,878.25	49.74%	2,848.75
210-41320.530 COMMUNICATIONS	18,387.00	6,034.95	12,352.05	32.82%	6,034.95
210-41320.535 TELEPHONE SERVICES	1,700.00	139.93	1,560.07	8.23%	139.93
210-41320.536 POSTAGE	2,000.00	539.37	1,460.63	26.97%	539.37
210-41320.550 PRINTING AND ADVERTISING	5,000.00	0.00	5,000.00	0.00%	0.00
210-41320.560 TRUSTEES EXPENDITURES	4,000.00	30.97	3,969.03	0.77%	30.97
210-41320.571 PAY & CLASSIFICATION STUD	200.00	0.00	200.00	0.00%	0.00
210-41320.580 TRAVEL	300.00	0.00	300.00	0.00%	0.00
210-41320.610 SUPPLIES	5,000.00	106.89	4,893.11	2.14%	106.89
210-41320.820 ELECTIONS	1,500.00	0.00	1,500.00	0.00%	0.00
210-41320.835 HOLIDAY EXPENSE	1,300.00	0.00	1,300.00	0.00%	0.00
<b>Total ADMINISTRATION</b>	<b>487,135.00</b>	<b>41,479.97</b>	<b>445,655.03</b>	<b>8.52%</b>	<b>41,479.97</b>
<b>210-41335 ECONOMIC DEVELOPMENT</b>					
<b>210-41335.1 ECON DEV SALARIES</b>					
210-41335.110 SALARIES REGULAR	32,135.00	1,791.92	30,343.08	5.58%	1,791.92
210-41335.140 SALARIES PART TIME	4,950.00	675.00	4,275.00	13.64%	675.00
<b>Total ECON DEV SALARIES</b>	<b>37,085.00</b>	<b>2,466.92</b>	<b>34,618.08</b>	<b>6.65%</b>	<b>2,466.92</b>
<b>210-41335.2 ECON DEV BENEFITS</b>					
210-41335.210 HEALTH INS & OTHER BENEFIT	28,513.00	2,143.06	26,369.94	7.52%	2,143.06
210-41335.220 SOCIAL SECURITY	2,837.00	137.19	2,699.81	4.84%	137.19
210-41335.226 WORKERS COMP INSURANCE	106.00	7.41	98.59	6.99%	7.41
210-41335.230 RETIREMENT	3,214.00	179.22	3,034.78	5.58%	179.22
210-41335.250 UNEMPLOYMENT INSURANCE	65.00	2.04	62.96	3.14%	2.04
<b>Total ECON DEV BENEFITS</b>	<b>34,735.00</b>	<b>2,468.92</b>	<b>32,266.08</b>	<b>7.11%</b>	<b>2,468.92</b>
210-41335.521 LIABILITY & PROPERTY INS.	170.00	158.32	11.68	93.13%	158.32
210-41335.810 COMMUNITY EVENTS & PROGRA	8,280.00	0.00	8,280.00	0.00%	0.00
210-41335.811 ANNUAL SUPPORT OF ORGNIZA	9,000.00	6,230.00	2,770.00	69.22%	6,230.00
210-41335.812 NEW PROGRAMS	2,500.00	0.00	2,500.00	0.00%	0.00
210-41335.813 MATCHING GRANT FUNDS	20,000.00	0.00	20,000.00	0.00%	0.00
210-41335.835 BLOCK PARTY EXPENSE	7,000.00	5,790.00	1,210.00	82.71%	5,790.00
<b>Total ECONOMIC DEVELOPMENT</b>	<b>118,770.00</b>	<b>17,114.16</b>	<b>101,655.84</b>	<b>14.41%</b>	<b>17,114.16</b>
<b>Total GENERAL EXPENSES</b>	<b>605,905.00</b>	<b>58,594.13</b>	<b>547,310.87</b>	<b>9.67%</b>	<b>58,594.13</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>210-41940 LINCOLN HALL</b>					
210-41940.410 WATER AND SEWER CHARGE	1,000.00	0.00	1,000.00	0.00%	0.00
210-41940.411 PARK ST SCHL WATER/SEWER	575.00	0.00	575.00	0.00%	0.00
210-41940.423 CONTRACT SERVICES	9,000.00	0.00	9,000.00	0.00%	0.00
210-41940.434 MAINT. BUILDINGS/GROUNDS	9,500.00	79.98	9,420.02	0.84%	79.98
210-41940.521 LIABILITY & PROPERTY INS.	5,372.00	2,175.23	3,196.77	40.49%	2,175.23
210-41940.535 TELEPHONE SERVICES	480.00	40.42	439.58	8.42%	40.42
210-41940.565 RUBBISH REMOVAL	2,000.00	0.00	2,000.00	0.00%	0.00
210-41940.566 PRK ST SCHL-RUBBISH REM	600.00	0.00	600.00	0.00%	0.00
210-41940.610 SUPPLIES	2,000.00	0.00	2,000.00	0.00%	0.00
210-41940.622 ELECTRICAL SERVICE	7,500.00	310.50	7,189.50	4.14%	310.50
210-41940.623 HEATING/NATURAL GAS	6,400.00	-22.93	6,422.93	-0.36%	-22.93
210-41940.624 PARK ST. ELECTRICITY	4,000.00	-137.49	4,137.49	-3.44%	-137.49
210-41940.625 PARK ST. SCHOOL NAT GAS	2,500.00	-19.67	2,519.67	-0.79%	-19.67
<b>Total LINCOLN HALL</b>	<b>50,927.00</b>	<b>2,426.04</b>	<b>48,500.96</b>	<b>4.76%</b>	<b>2,426.04</b>
<b>210-41970 COMMUNITY DEVELOPMENT</b>					
<b>210-41970.1 COM DEV SALARIES</b>					
210-41970.110 SALARIES REGULAR	145,419.00	8,077.18	137,341.82	5.55%	8,077.18
<b>Total COM DEV SALARIES</b>	<b>145,419.00</b>	<b>8,077.18</b>	<b>137,341.82</b>	<b>5.55%</b>	<b>8,077.18</b>
<b>210-41970.2 COM DEV BENEFITS</b>					
210-41970.210 HEALTH INS & OTHER BENEFIT	32,128.00	1,917.04	30,210.96	5.97%	1,917.04
210-41970.220 SOCIAL SECURITY	11,454.00	662.78	10,791.22	5.79%	662.78
210-41970.226 WORKERS COMP INSURANCE	415.00	24.84	390.16	5.99%	24.84
210-41970.230 RETIREMENT	14,542.00	807.72	13,734.28	5.55%	807.72
210-41970.250 UNEMPLOYMENT INSURANCE	113.00	0.00	113.00	0.00%	0.00
<b>Total COM DEV BENEFITS</b>	<b>58,652.00</b>	<b>3,412.38</b>	<b>55,239.62</b>	<b>5.82%</b>	<b>3,412.38</b>
210-41970.310 BOARD MEMBER FEES	3,600.00	0.00	3,600.00	0.00%	0.00
210-41970.320 LEGAL SERVICES	12,000.00	0.00	12,000.00	0.00%	0.00
210-41970.330 OTHER PROFESSIONAL SVCS	6,000.00	0.00	6,000.00	0.00%	0.00
210-41970.500 TRAINING,CONF,DUES	3,000.00	0.00	3,000.00	0.00%	0.00
210-41970.521 LIABILITY & PROPERTY INS.	3,042.00	1,585.28	1,456.72	52.11%	1,585.28
210-41970.522 PUBLIC OFFICIALS LIABILIT	5,727.00	2,848.75	2,878.25	49.74%	2,848.75
210-41970.530 COMMUNICATIONS	1,500.00	0.00	1,500.00	0.00%	0.00
210-41970.535 TELEPHONE SERVICES	1,644.00	30.80	1,613.20	1.87%	30.80
210-41970.536 POSTAGE	700.00	0.00	700.00	0.00%	0.00
210-41970.550 PRINTING AND ADVERTISING	3,000.00	0.00	3,000.00	0.00%	0.00
210-41970.580 TRAVEL	2,400.00	200.00	2,200.00	8.33%	200.00
210-41970.610 SUPPLIES	2,000.00	0.00	2,000.00	0.00%	0.00
210-41970.700 BIKE/WALK COMMITTEE	5,000.00	0.00	5,000.00	0.00%	0.00
<b>Total COMMUNITY DEVELOPMENT</b>	<b>253,684.00</b>	<b>16,154.39</b>	<b>237,529.61</b>	<b>6.37%</b>	<b>16,154.39</b>
<b>Total GENERAL GOVERNMENT</b>	<b>910,516.00</b>	<b>77,174.56</b>	<b>833,341.44</b>	<b>8.48%</b>	<b>77,174.56</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>210-42220 FIRE DEPARTMENT</b>					
<b>210-42220.1 FIRE SALARIES</b>					
210-42220.140 SALARIES - FIREFIGHTERS	189,000.00	11,888.29	177,111.71	6.29%	11,888.29
<b>Total FIRE SALARIES</b>	<b>189,000.00</b>	<b>11,888.29</b>	<b>177,111.71</b>	<b>6.29%</b>	<b>11,888.29</b>
<b>210-42220.2 FIRE BENEFITS</b>					
210-42220.200 EMPLOYEE ASSISTANCE PROGR	864.00	216.00	648.00	25.00%	216.00
210-42220.210 ACCIDENT & DISABILITY INS	3,600.00	0.00	3,600.00	0.00%	0.00
210-42220.220 SOCIAL SECURITY	14,510.00	909.48	13,600.52	6.27%	909.48
210-42220.226 WORKERS COMP INSURANCE	32,130.00	2,139.92	29,990.08	6.66%	2,139.92
<b>Total FIRE BENEFITS</b>	<b>51,104.00</b>	<b>3,265.40</b>	<b>47,838.60</b>	<b>6.39%</b>	<b>3,265.40</b>
210-42220.410 WATER AND SEWER CHARGE	610.00	0.00	610.00	0.00%	0.00
210-42220.432 VEHICLE MAINTENANCE	18,000.00	88.78	17,911.22	0.49%	88.78
210-42220.434 MAINT. BUILDINGS/GROUNDS	6,000.00	0.00	6,000.00	0.00%	0.00
210-42220.443 RADIO MAINTENANCE	1,800.00	0.00	1,800.00	0.00%	0.00
210-42220.500 TRAINING, CONFERENCES, DU	4,000.00	0.00	4,000.00	0.00%	0.00
210-42220.521 LIABILITY & PROPERTY INS.	6,670.00	3,103.37	3,566.63	46.53%	3,103.37
210-42220.535 TELEPHONE SERVICES	4,000.00	135.57	3,864.43	3.39%	135.57
210-42220.566 PHYSICAL EXAMS	6,600.00	0.00	6,600.00	0.00%	0.00
210-42220.570 MAINTENANCE OTHER	15,000.00	0.00	15,000.00	0.00%	0.00
210-42220.578 EMERGENCY GENERATOR MAINT	480.00	0.00	480.00	0.00%	0.00
210-42220.610 SUPPLIES	3,000.00	0.00	3,000.00	0.00%	0.00
210-42220.611 NEW EQUIPMENT-RADIOS	1,500.00	0.00	1,500.00	0.00%	0.00
210-42220.612 UNIFORMS,BOOTS,ETC	23,000.00	0.00	23,000.00	0.00%	0.00
210-42220.615 EMS SUPPLIES	1,000.00	0.00	1,000.00	0.00%	0.00
210-42220.622 ELECTRICAL SERVICE	7,300.00	310.50	6,989.50	4.25%	310.50
210-42220.623 HEATING/NATURAL GAS	4,800.00	-18.08	4,818.08	-0.38%	-18.08
210-42220.626 GAS,GREASE AND OIL	6,000.00	349.28	5,650.72	5.82%	349.28
210-42220.838 FIRE PREVENTION	2,000.00	0.00	2,000.00	0.00%	0.00
210-42220.889 ROUTINE EQUIPMENT PURCHAS	15,000.00	157.46	14,842.54	1.05%	157.46
<b>Total FIRE DEPARTMENT</b>	<b>366,864.00</b>	<b>19,280.57</b>	<b>347,583.43</b>	<b>5.26%</b>	<b>19,280.57</b>
<b>210-431 STREET DEPARTMENT</b>					
<b>210-43110 STREET GENERAL</b>					
<b>210-43110.1 STREET GENERAL SALARIES</b>					
210-43110.110 SALARIES REGULAR	173,146.00	9,669.75	163,476.25	5.58%	9,669.75
210-43110.130 SALARIES OVERTIME	17,278.00	805.05	16,472.95	4.66%	805.05
210-43110.140 SALARIES PART TIME	23,573.00	1,759.09	21,813.91	7.46%	1,759.09
<b>Total STREET GENERAL SALARIES</b>	<b>213,997.00</b>	<b>12,233.89</b>	<b>201,763.11</b>	<b>5.72%</b>	<b>12,233.89</b>
<b>210-43110.2 STREET GENERAL BENEFITS</b>					
210-43110.210 HEALTH INS & OTHER BENEFIT	72,154.00	5,747.65	66,406.35	7.97%	5,747.65
210-43110.220 SOCIAL SECURITY	16,448.00	946.13	15,501.87	5.75%	946.13
210-43110.226 WORKERS COMP INSURANCE	13,985.00	724.67	13,260.33	5.18%	724.67
210-43110.230 RETIREMENT	17,315.00	911.70	16,403.30	5.27%	911.70

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-43110.250 UNEMPLOYMENT INSURANCE	300.00	5.27	294.73	1.76%	5.27
<b>Total STREET GENERAL BENEFITS</b>	<b>120,202.00</b>	<b>8,335.42</b>	<b>111,866.58</b>	<b>6.93%</b>	<b>8,335.42</b>
210-43110.410 WATER AND SEWER CHARGE	2,100.00	0.00	2,100.00	0.00%	0.00
210-43110.432 VEHICLE MAINTENANCE	25,000.00	-38.71	25,038.71	-0.15%	-38.71
210-43110.434 MAINT. BUILDINGS/GROUNDS	5,000.00	0.00	5,000.00	0.00%	0.00
210-43110.441 RIGHT OF WAY AGREEMENTS	12,472.00	0.00	12,472.00	0.00%	0.00
210-43110.442 EQUIPMENT RENTALS	8,000.00	280.00	7,720.00	3.50%	280.00
210-43110.443 RADIO MAINTENANCE	500.00	0.00	500.00	0.00%	0.00
210-43110.500 TRAINING, CONFERENCES, DU	500.00	0.00	500.00	0.00%	0.00
210-43110.521 LIABILITY & PROPERTY INS.	12,288.00	5,582.09	6,705.91	45.43%	5,582.09
210-43110.535 TELEPHONE SERVICES	3,500.00	0.00	3,500.00	0.00%	0.00
210-43110.565 RUBBISH REMOVAL	8,000.00	0.00	8,000.00	0.00%	0.00
210-43110.570 MAINTENANCE OTHER	2,000.00	0.00	2,000.00	0.00%	0.00
210-43110.572 INTERVIEW COSTS	500.00	0.00	500.00	0.00%	0.00
210-43110.573 ACCIDENT CLAIMS	1,000.00	0.00	1,000.00	0.00%	0.00
210-43110.576 ENGINEERING SERVICES	10,000.00	0.00	10,000.00	0.00%	0.00
210-43110.582 TRAFFIC CALMING	500.00	0.00	500.00	0.00%	0.00
210-43110.610 SUPPLIES	22,000.00	2,178.55	19,821.45	9.90%	2,178.55
210-43110.612 UNIFORMS,BOOTS,ETC	6,000.00	63.23	5,936.77	1.05%	63.23
210-43110.616 GRAVEL, TOPSOIL	6,000.00	506.63	5,493.37	8.44%	506.63
210-43110.617 SIGNS AND POSTS	3,000.00	57.15	2,942.85	1.91%	57.15
210-43110.622 ELECTRICAL SERVICE	4,000.00	151.63	3,848.37	3.79%	151.63
210-43110.623 HEATING/NATURAL GAS	4,000.00	-26.63	4,026.63	-0.67%	-26.63
210-43110.626 GAS, GREASE AND OIL	30,000.00	545.30	29,454.70	1.82%	545.30
210-43110.891 CAPITAL OUTLAY	6,000.00	0.00	6,000.00	0.00%	0.00
<b>Total STREET GENERAL</b>	<b>506,559.00</b>	<b>29,868.55</b>	<b>476,690.45</b>	<b>5.90%</b>	<b>29,868.55</b>
<b>210-43120 STREET-PAVEMENT MAINT</b>					
210-43120.444 STREET MARKINGS	9,000.00	159.96	8,840.04	1.78%	159.96
210-43120.570 SIDEWALK AND CURB MAINTEN	5,000.00	407.00	4,593.00	8.14%	407.00
210-43120.610 PAVEMENT MAINTENANCE	225,000.00	0.00	225,000.00	0.00%	0.00
<b>Total STREET-PAVEMENT MAINT</b>	<b>239,000.00</b>	<b>566.96</b>	<b>238,433.04</b>	<b>0.24%</b>	<b>566.96</b>
<b>210-43123 STREETS - TRAFFIC LIGHTS</b>					
210-43123.570 TRAFFIC LIGHTS MAINTENANC	3,500.00	0.00	3,500.00	0.00%	0.00
210-43123.622 TRAFFIC LIGHTS - ELECTRIC	6,200.00	313.92	5,886.08	5.06%	313.92
<b>Total STREETS - TRAFFIC LIGHTS</b>	<b>9,700.00</b>	<b>313.92</b>	<b>9,386.08</b>	<b>3.24%</b>	<b>313.92</b>
<b>210-43125 WINTER MAINTENANCE</b>					
210-43125.570 CONTRACT SERVICES	20,000.00	935.00	19,065.00	4.68%	935.00
210-43125.610 WINTER MAINTENANCE	118,000.00	0.00	118,000.00	0.00%	0.00
<b>Total WINTER MAINTENANCE</b>	<b>138,000.00</b>	<b>935.00</b>	<b>137,065.00</b>	<b>0.68%</b>	<b>935.00</b>
<b>210-43151 STREET - STORMWATER</b>					

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>210-43151.1 STREET-STORMWATER SALARIE</b>					
210-43151.110 SALARIES - REGULAR	44,011.00	3,233.32	40,777.68	7.35%	3,233.32
<b>Total STREET-STORMWATER SALARIE</b>	<b>44,011.00</b>	<b>3,233.32</b>	<b>40,777.68</b>	<b>7.35%</b>	<b>3,233.32</b>
<b>210-43151.2 STREET-STORMWATER BENEFIT</b>					
210-43151.210 HEALTH INS & OTHER BENEFIT	10,305.00	883.32	9,421.68	8.57%	883.32
210-43151.220 SOCIAL SECURITY	3,390.00	247.38	3,142.62	7.30%	247.38
210-43151.226 WORKERS COMP INSURANCE	2,220.00	182.39	2,037.61	8.22%	182.39
210-43151.230 RETIREMENT	4,401.00	330.32	4,070.68	7.51%	330.32
210-43151.250 UNEMPLOYMENT INSURANCE	40.00	0.00	40.00	0.00%	0.00
<b>Total STREET-STORMWATER BENEFIT</b>	<b>20,356.00</b>	<b>1,643.41</b>	<b>18,712.59</b>	<b>8.07%</b>	<b>1,643.41</b>
210-43151.430 STORM SEWER MAINTENANCE	30,000.00	0.00	30,000.00	0.00%	0.00
<b>Total STREET - STORMWATER</b>	<b>94,367.00</b>	<b>4,876.73</b>	<b>89,490.27</b>	<b>5.17%</b>	<b>4,876.73</b>
<b>210-43160 STREET STREET LIGHTS</b>					
210-43160.610 STREET LIGHTS SUPPLIES/MA	12,000.00	0.00	12,000.00	0.00%	0.00
210-43160.622 STREET LIGHTS - ELECTRICI	122,000.00	4,988.53	117,011.47	4.09%	4,988.53
<b>Total STREET STREET LIGHTS</b>	<b>134,000.00</b>	<b>4,988.53</b>	<b>129,011.47</b>	<b>3.72%</b>	<b>4,988.53</b>
<b>210-43161 STREETS - CONSERVATION</b>					
210-43161.000 STREETScape MAINT./IMP	16,000.00	0.00	16,000.00	0.00%	0.00
210-43161.001 VILLAGE GARDEN SPOTS	4,000.00	0.00	4,000.00	0.00%	0.00
210-43161.002 MEMORIAL PARK	3,500.00	0.00	3,500.00	0.00%	0.00
<b>Total STREETS - CONSERVATION</b>	<b>23,500.00</b>	<b>0.00</b>	<b>23,500.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total STREET DEPARTMENT</b>	<b>1,145,126.00</b>	<b>41,549.69</b>	<b>1,103,576.31</b>	<b>3.63%</b>	<b>41,549.69</b>
<b>210-45110 RECREATION &amp; PARKS ADMIN</b>					
210-45110.110 SALARIES - REGULAR	217,566.00	11,998.50	205,567.50	5.51%	11,998.50
210-45110.140 SALARIES - PART-TIME	7,076.00	92.82	6,983.18	1.31%	92.82
210-45110.210 HEALTH INS & OTHER BENEFIT	107,123.00	8,501.03	98,621.97	7.94%	8,501.03
210-45110.220 SOCIAL SECURITY	17,185.00	963.24	16,221.76	5.61%	963.24
210-45110.226 WORKERS COMP INSURANCE	9,538.00	1,092.80	8,445.20	11.46%	1,092.80
210-45110.230 RETIREMENT	24,234.00	1,383.00	22,851.00	5.71%	1,383.00
210-45110.250 UNEMPLOYMENT INS	2,594.00	300.79	2,293.21	11.60%	300.79
210-45110.291 HEALTH IMP PROGRAMS	0.00	458.00	-458.00	100.00%	458.00
210-45110.330 OTHER PROFESSIONAL SVCS	8,220.00	0.00	8,220.00	0.00%	0.00
210-45110.340 COMPUTER EXPENSES	9,120.00	2,776.06	6,343.94	30.44%	2,776.06
210-45110.500 TRAINING, CONF, DUES	9,988.00	8,678.32	1,309.68	86.89%	8,678.32
210-45110.521 LIABILITY & PROPERTY INS	18,564.00	10,304.46	8,259.54	55.51%	10,304.46
210-45110.530 COMMUNICATIONS	12,500.00	7,995.00	4,505.00	63.96%	7,995.00
210-45110.535 TELEPHONE SERVICES	3,600.00	0.00	3,600.00	0.00%	0.00
210-45110.550 PRINTING & ADVERTISING	3,639.00	31.80	3,607.20	0.87%	31.80
210-45110.610 SUPPLIES	5,000.00	409.20	4,590.80	8.18%	409.20

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-45110.813 SCHOLARSHIPS	4,000.00	0.00	4,000.00	0.00%	0.00
<b>Total RECREATION &amp; PARKS ADMIN</b>	<b>459,947.00</b>	<b>54,985.02</b>	<b>404,961.98</b>	<b>11.95%</b>	<b>54,985.02</b>
<b>210-45220 PARKS &amp; FACILITIES</b>					
210-45220.110 SALARIES - REGULAR	93,636.00	5,601.27	88,034.73	5.98%	5,601.27
210-45220.140 SALARIES - PART-TIME	24,977.00	4,480.80	20,496.20	17.94%	4,480.80
210-45220.210 HEALTH INS & OTHER BENEFIT	21,775.00	1,636.62	20,138.38	7.52%	1,636.62
210-45220.220 SOCIAL SECURITY	9,074.00	783.67	8,290.33	8.64%	783.67
210-45220.230 RETIREMENT	9,364.00	560.10	8,803.90	5.98%	560.10
210-45220.330 OTHER PROFESSIONAL SVCS	18,310.00	5,060.71	13,249.29	27.64%	5,060.71
210-45220.410 WATER & SEWER CHARGES	4,296.00	0.00	4,296.00	0.00%	0.00
210-45220.434 MAINTENANCE-BUILDINGS/GRO	9,996.00	170.91	9,825.09	1.71%	170.91
210-45220.441 LAND LEASE	500.00	0.00	500.00	0.00%	0.00
210-45220.442 EQUIPMENT RENTAL	7,300.00	0.00	7,300.00	0.00%	0.00
210-45220.500 TRAINING, CONF, DUES	1,990.00	0.00	1,990.00	0.00%	0.00
210-45220.610 SUPPLIES	12,250.00	3,193.65	9,056.35	26.07%	3,193.65
210-45220.622 ELECTRICAL SERVICE	29,852.00	1,546.17	28,305.83	5.18%	1,546.17
210-45220.623 HEATING/NATURAL GAS	5,574.00	-55.25	5,629.25	-0.99%	-55.25
210-45220.626 GAS, GREASE & OIL	2,923.00	202.14	2,720.86	6.92%	202.14
<b>Total PARKS &amp; FACILITIES</b>	<b>251,817.00</b>	<b>23,180.79</b>	<b>228,636.21</b>	<b>9.21%</b>	<b>23,180.79</b>
<b>210-453 SENIOR SUPPORT</b>					
<b>Total SENIOR SUPPORT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>210-45551 BROWNELL LIBRARY</b>					
<b>210-45551.1 LIBRARY SALARIES</b>					
210-45551.110 SALARIES REGULAR	319,700.00	17,752.92	301,947.08	5.55%	17,752.92
210-45551.140 SALARIES PART TIME	103,632.00	6,607.03	97,024.97	6.38%	6,607.03
<b>Total LIBRARY SALARIES</b>	<b>423,332.00</b>	<b>24,359.95</b>	<b>398,972.05</b>	<b>5.75%</b>	<b>24,359.95</b>
<b>210-45551.2 LIBRARY BENEFITS</b>					
210-45551.210 HEALTH INS & OTHER BENEFIT	107,125.00	9,386.78	97,738.22	8.76%	9,386.78
210-45551.220 SOCIAL SECURITY	32,458.00	1,877.48	30,580.52	5.78%	1,877.48
210-45551.226 WORKERS COMP INSURANCE	1,207.00	74.08	1,132.92	6.14%	74.08
210-45551.230 RETIREMENT	31,970.00	1,761.78	30,208.22	5.51%	1,761.78
210-45551.250 UNEMPLOYMENT INSURANCE	600.00	27.18	572.82	4.53%	27.18
<b>Total LIBRARY BENEFITS</b>	<b>173,360.00</b>	<b>13,127.30</b>	<b>160,232.70</b>	<b>7.57%</b>	<b>13,127.30</b>
210-45551.340 COMPUTER EXPENSES	4,000.00	0.00	4,000.00	0.00%	0.00
210-45551.410 WATER AND SEWER CHARGE	900.00	0.00	900.00	0.00%	0.00
210-45551.423 CONTRACT SERVICES	34,000.00	0.00	34,000.00	0.00%	0.00
210-45551.434 MAINT. BUILDINGS/GROUNDS	22,000.00	730.70	21,269.30	3.32%	730.70
210-45551.436 ALARM SYSTEM MAINTENANCE	625.00	219.00	406.00	35.04%	219.00
210-45551.500 TRAINING, CONFERENCES, DU	4,000.00	0.00	4,000.00	0.00%	0.00
210-45551.521 LIABILITY & PROPERTY INS.	8,542.00	4,509.24	4,032.76	52.79%	4,509.24

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-45551.530 TECHNOLOGY ACCESS	7,700.00	0.00	7,700.00	0.00%	0.00
210-45551.535 TELEPHONE SERVICES	1,200.00	0.00	1,200.00	0.00%	0.00
210-45551.536 POSTAGE/DELIVERY	3,500.00	0.00	3,500.00	0.00%	0.00
210-45551.572 INTERVIEW COSTS	500.00	0.00	500.00	0.00%	0.00
210-45551.574 VOLUNTEER EXPENSES	800.00	0.00	800.00	0.00%	0.00
210-45551.610 SUPPLIES	13,000.00	558.43	12,441.57	4.30%	558.43
210-45551.622 ELECTRICAL SERVICE	15,250.00	770.77	14,479.23	5.05%	770.77
210-45551.623 HEATING/NATURAL GAS	7,400.00	-22.65	7,422.65	-0.31%	-22.65
210-45551.640 ADULT COLLECTION-PRINT &	38,500.00	367.93	38,132.07	0.96%	367.93
210-45551.641 JUVEN COLLECTION-PRNT & E	19,250.00	3,839.38	15,410.62	19.94%	3,839.38
210-45551.677 COMPUTER REPLACEMENT	8,000.00	0.00	8,000.00	0.00%	0.00
210-45551.836 ADULT PROGRAMS	1,000.00	0.00	1,000.00	0.00%	0.00
210-45551.837 CHILDRENS PROGRAMS	4,500.00	100.00	4,400.00	2.22%	100.00
210-45551.891 CAPITAL OUTLAY	4,000.00	0.00	4,000.00	0.00%	0.00
<b>Total BROWNELL LIBRARY</b>	<b>795,359.00</b>	<b>48,560.05</b>	<b>746,798.95</b>	<b>6.11%</b>	<b>48,560.05</b>
<b>210-47 DEBT SERVICE</b>					
210-47116.000 CAPITAL IMP PRINCIPAL	135,135.00	0.00	135,135.00	0.00%	0.00
210-47117.000 EJRP PRINCIPAL	105,000.00	0.00	105,000.00	0.00%	0.00
210-47216.000 CAPITAL IMP - INTEREST	73,060.00	0.00	73,060.00	0.00%	0.00
210-47217.000 EJRP INTEREST	4,788.00	0.00	4,788.00	0.00%	0.00
<b>Total DEBT SERVICE</b>	<b>317,983.00</b>	<b>0.00</b>	<b>317,983.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>210-491 CAPITAL/MISC TRANSFERS</b>					
210-49100.030 CAP RESRV FND CONT - BEG	317,751.00	0.00	317,751.00	0.00%	0.00
210-49100.031 ROLLING STOCK FUND CONTRI	223,624.00	0.00	223,624.00	0.00%	0.00
210-49100.040 TRANS FOR BUILDING MAINT	50,000.00	0.00	50,000.00	0.00%	0.00
210-49100.802 EMP TERM BENEFITS TRANSFE	5,000.00	0.00	5,000.00	0.00%	0.00
210-49101.030 TRANS TO CAPITAL RESERVE	110,700.00	0.00	110,700.00	0.00%	0.00
<b>Total CAPITAL/MISC TRANSFERS</b>	<b>707,075.00</b>	<b>0.00</b>	<b>707,075.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>210-493 GRANT AND OTHER UNBUDGETE</b>					
<b>210-4930 TERMINATION BENEFITS FROM</b>					
<b>Total TERMINATION BENEFITS FROM</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>210-4934 GRANT EXPENDITURES</b>					
210-49340.008 STATE GRANT EXPENDITURES	0.00	200.00	-200.00	100.00%	200.00
<b>210-49345 DONATION EXPENDITURES</b>					
210-49345.000 LIBRARY DONATION EXPENDIT	0.00	46.92	-46.92	100.00%	46.92
<b>Total DONATION EXPENDITURES</b>	<b>0.00</b>	<b>46.92</b>	<b>-46.92</b>	<b>100.00%</b>	<b>46.92</b>
<b>210-49346 LIBRARY REPLACEMENT EXPEN</b>					
<b>Total LIBRARY REPLACEMENT EXPEN</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total GRANT EXPENDITURES</b>	<b>0.00</b>	<b>246.92</b>	<b>-246.92</b>	<b>100.00%</b>	<b>246.92</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total GRANT AND OTHER UNSBUDGETE</b>	0.00	246.92	-246.92	100.00%	246.92
<b>210-494 PARK ST. #SCHOOL</b>					
<b>Total PARK ST. SCHOOL</b>	0.00	0.00	0.00	0.00%	0.00
<b>Total Expenditures</b>	4,954,687.00	264,977.60	4,689,709.40	5.35%	264,977.60
<b>Total GENERAL FUND</b>	-35,000.00	-53,348.17	88,348.17	152.42%	-53,348.17
<b>Total Revenues</b>	0.00	0.00	0.00	0.00%	0.00
<b>Total Expenditures</b>	0.00	0.00	0.00	0.00%	0.00
<b>Total MEMORIAL PARK FUND</b>	0.00	0.00	0.00	0.00%	0.00
<b>Total Revenues</b>	0.00	0.00	0.00	0.00%	0.00
<b>Total Expenditures</b>	0.00	0.00	0.00	0.00%	0.00
<b>Total BUILDING MAINT FUND</b>	0.00	0.00	0.00	0.00%	0.00
<b>Total Revenues</b>	0.00	0.00	0.00	0.00%	0.00
<b>Total Expenditures</b>	0.00	0.00	0.00	0.00%	0.00
<b>Total TRUSTEE CAP IMP PROJECTS</b>	0.00	0.00	0.00	0.00%	0.00
225-34700.000 SR CTR MEMBERSHIPS	4,196.00	241.00	3,955.00	5.74%	241.00
225-34701.000 SR CTR FUND RAISING REV	5,400.00	100.00	5,300.00	1.85%	100.00
225-34702.000 SR CTR ACTIVITY FEES	12,800.00	759.00	12,041.00	5.93%	759.00
225-34702.001 SR. CTR TRIP FEES	0.00	-70.00	70.00	100.00%	-70.00
225-34703.000 SR CTR AFTER HR FEES	700.00	0.00	700.00	0.00%	0.00
225-36400.000 SR CTR DONATIONS	1,240.00	58.55	1,181.45	4.72%	58.55
<b>Total Revenues</b>	24,336.00	1,088.55	23,247.45	4.47%	1,088.55
225-45122.330 OTHER PROF SERVICES	500.00	0.00	500.00	0.00%	0.00
225-45122.430 REPAIRS & MAINTENANCE	3,600.00	0.00	3,600.00	0.00%	0.00



Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
225-45122.610 OPERATIONAL SUPP/EXP	3,000.00	55.83	2,944.17	1.86%	55.83
225-45122.612 FUND RAISER EXPENSES	2,000.00	12.59	1,987.41	0.63%	12.59
225-45122.614 PROGRAM EXPENSES	2,700.00	11.00	2,689.00	0.41%	11.00
225-45122.810 TRIP EXPENSES	9,700.00	2,486.00	7,214.00	25.63%	2,486.00
225-45122.812 MEAL SITE EXPENSES	2,800.00	125.00	2,675.00	4.46%	125.00
<b>Total Expenditures</b>	<b>24,300.00</b>	<b>2,690.42</b>	<b>21,609.58</b>	<b>11.07%</b>	<b>2,690.42</b>
<b>Total SENIOR CENTER FUND</b>	<b>36.00</b>	<b>-1,601.87</b>	<b>1,565.87</b>	<b>-4,449.64%</b>	<b>-1,601.87</b>
226-34720.000 POOL DAY ADMINSSION	72,737.00	26,336.44	46,400.56	36.21%	26,336.44
226-34721.000 POOL MEMBERSHIPS	36,631.00	3,130.00	33,501.00	8.54%	3,130.00
226-34722.000 SWIM LESSONS	46,803.00	460.50	46,342.50	0.98%	460.50
226-34725.000 CONCESSION SALES	25,896.00	12,737.31	13,158.69	49.19%	12,737.31
226-34750.000 FACILITY & FIELD RENTAL	8,562.00	675.00	7,887.00	7.88%	675.00
226-34779.115 Youth Prog - RP	123,747.00	915.08	122,831.92	0.74%	915.08
226-34779.120 Youth Prog - AS	29,930.00	0.00	29,930.00	0.00%	0.00
226-34780.000 ADULT PROGRAMS	45,483.00	3,294.00	42,189.00	7.24%	3,294.00
226-34781.120 Childcare - AS	591,662.00	117.50	591,544.50	0.02%	117.50
226-34781.121 Childcare - PS	360,358.00	5,791.10	354,566.90	1.61%	5,791.10
226-34781.122 Childcare - DC	309,071.00	16,183.32	292,887.68	5.24%	16,183.32
226-34782.000 SHARED STAFFING CONTRACT	51,181.00	12,210.89	38,970.11	23.86%	12,210.89
226-39505.000 SPONSORSHIP	9,700.00	1,050.00	8,650.00	10.82%	1,050.00
<b>Total Revenues</b>	<b>1,711,761.00</b>	<b>82,901.14</b>	<b>1,628,859.86</b>	<b>4.84%</b>	<b>82,901.14</b>
<b>226-45110 ADMINISTRATION</b>					
226-45110.110 SALARIES - REGULAR	44,887.00	1,831.44	43,055.56	4.08%	1,831.44
226-45110.140 SALARIES - PART-TIME	6,870.00	990.50	5,879.50	14.42%	990.50
226-45110.210 HEALTH INS & OTHER BENEFIT	11,300.00	783.47	10,516.53	6.93%	783.47
226-45110.220 SOCIAL SECURITY	3,959.00	215.87	3,743.13	5.45%	215.87
226-45110.226 WORKERS COMPENSATION INS	33,837.00	4,644.74	29,192.26	13.73%	4,644.74
226-45110.230 RETIREMENT	4,357.00	0.00	4,357.00	0.00%	0.00
226-45110.330 OTHER PROFESSIONAL SVCS	4,600.00	0.00	4,600.00	0.00%	0.00
226-45110.442 Equipment Rentals	2,000.00	0.00	2,000.00	0.00%	0.00
226-45110.500 TRAINING, CONF, DUES	12,240.00	1,650.00	10,590.00	13.48%	1,650.00
226-45110.530 COMMUNICATIONS	5,280.00	439.42	4,840.58	8.32%	439.42
226-45110.535 TELEPHONE SVCS	4,500.00	0.00	4,500.00	0.00%	0.00
226-45110.536 POSTAGE	8,632.00	150.00	8,482.00	1.74%	150.00
226-45110.550 PRINTING & ADVERTISING	15,000.00	0.00	15,000.00	0.00%	0.00
<b>Total ADMINISTRATION</b>	<b>157,462.00</b>	<b>10,705.44</b>	<b>146,756.56</b>	<b>6.80%</b>	<b>10,705.44</b>
<b>226-45115 RECREATION PROGRAMS</b>					
226-45115.140 SALARIES - PART -TIME	25,764.00	1,114.65	24,649.35	4.33%	1,114.65
226-45115.220 SOCIAL SECURITY	1,971.00	85.25	1,885.75	4.33%	85.25
226-45115.330 OTHER PROFESSIONAL SVCS	87,658.00	21,148.92	66,509.08	24.13%	21,148.92
226-45115.410 WATER & SEWER CHARGES	800.00	0.00	800.00	0.00%	0.00
226-45115.434 MAINTENANCE-BLDGS/GROUNDS	250.00	0.00	250.00	0.00%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
226-45115.440 RENTAL	600.00	0.00	600.00	0.00%	0.00
226-45115.442 EQUIPMENT RENTALS	1,260.00	0.00	1,260.00	0.00%	0.00
226-45115.500 TRAINING, CONF, DUES	600.00	0.00	600.00	0.00%	0.00
226-45115.536 POSTAGE	79.00	0.00	79.00	0.00%	0.00
226-45115.550 PRINTING & ADVERTISING	350.00	0.00	350.00	0.00%	0.00
226-45115.610 SUPPLIES	23,600.00	4,448.14	19,151.86	18.85%	4,448.14
226-45115.800 STUDENT SPECIAL PROGRAMS	3,732.00	0.00	3,732.00	0.00%	0.00
<b>Total RECREATION PROGRAMS</b>	<b>146,664.00</b>	<b>26,796.96</b>	<b>119,867.04</b>	<b>18.27%</b>	<b>26,796.96</b>
<b>226-45120 AFTER SCHOOL CARE</b>					
226-45120.110 SALARIES - REGULAR	228,381.00	11,327.91	217,053.09	4.96%	11,327.91
226-45120.140 SALARIES - PART-TIME	153,094.00	2,061.92	151,032.08	1.35%	2,061.92
226-45120.210 HEALTH INS & OTHER BENEFIT	76,143.00	5,971.20	70,171.80	7.84%	5,971.20
226-45120.220 SOCIAL SECURITY	29,183.00	1,060.66	28,122.34	3.63%	1,060.66
226-45120.230 RETIREMENT	24,785.00	1,623.86	23,161.14	6.55%	1,623.86
226-45120.291 HEALTH IMP PROGRAMS	0.00	474.92	-474.92	100.00%	474.92
226-45120.330 OTHER PROFESSIONAL SVCS	17,488.00	0.00	17,488.00	0.00%	0.00
226-45120.421 TRUCK LEASE	24,005.00	11,607.02	12,397.98	48.35%	11,607.02
226-45120.500 TRAINING, CONF, DUES	16,600.00	455.00	16,145.00	2.74%	455.00
226-45120.580 TRAVEL	28,845.00	0.00	28,845.00	0.00%	0.00
226-45120.610 SUPPLIES	27,930.00	0.00	27,930.00	0.00%	0.00
226-45120.626 GAS, GREASE & OIL	1,750.00	0.00	1,750.00	0.00%	0.00
<b>Total AFTER SCHOOL CARE</b>	<b>628,204.00</b>	<b>34,582.49</b>	<b>593,621.51</b>	<b>5.50%</b>	<b>34,582.49</b>
<b>226-45121 PRESCHOOL</b>					
226-45121.110 SALARIES - REGULAR	174,471.00	10,038.24	164,432.76	5.75%	10,038.24
226-45121.140 SALARIES - PART-TIME	31,385.00	1,894.25	29,490.75	6.04%	1,894.25
226-45121.210 HEALTH INS & OTHER BENEFIT	79,671.00	7,294.44	72,376.56	9.16%	7,294.44
226-45121.220 SOCIAL SECURITY	15,748.00	940.39	14,807.61	5.97%	940.39
226-45121.230 RETIREMENT	17,447.00	1,003.80	16,443.20	5.75%	1,003.80
226-45121.291 HEALTH IMP PROGRAMS	0.00	350.00	-350.00	100.00%	350.00
226-45121.330 OTHER PROFESSIONAL SVCS	3,072.00	0.00	3,072.00	0.00%	0.00
226-45121.434 MAINTENANCE-BUILDINGS/GRO	3,333.00	0.00	3,333.00	0.00%	0.00
226-45121.500 TRAINING, CONF, DUES	12,560.00	565.00	11,995.00	4.50%	565.00
226-45121.530 COMMUNICATIONS	2,448.00	206.23	2,241.77	8.42%	206.23
226-45121.580 TRAVEL	1,728.00	0.00	1,728.00	0.00%	0.00
226-45121.610 SUPPLIES	4,500.00	34.90	4,465.10	0.78%	34.90
<b>Total PRESCHOOL</b>	<b>346,363.00</b>	<b>22,327.25</b>	<b>324,035.75</b>	<b>6.45%</b>	<b>22,327.25</b>
<b>226-45122 SUMMER DAY CAMPS</b>					
226-45122.110 SALARIES - REGULAR	43,104.00	3,749.84	39,354.16	8.70%	3,749.84
226-45122.140 SALARIES - PART-TIME	166,966.00	56,010.74	110,955.26	33.55%	56,010.74
226-45122.220 SOCIAL SECURITY	16,070.00	4,571.76	11,498.24	28.45%	4,571.76
226-45122.330 OTHER PROFESSIONAL SVCS	5,781.00	2,680.00	3,101.00	46.36%	2,680.00
226-45122.580 TRAVEL	28,153.00	15,285.64	12,867.36	54.29%	15,285.64
226-45122.610 Supplies	13,699.00	4,181.27	9,517.73	30.52%	4,181.27
226-45122.626 GAS, GREASE AND OIL	150.00	0.00	150.00	0.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total SUMMER DAY CAMPS</b>	<b>273,923.00</b>	<b>86,479.25</b>	<b>187,443.75</b>	<b>31.57%</b>	<b>86,479.25</b>
<b>226-45124 POOL</b>					
226-45124.140 SALARIES - PART-TIME	90,109.00	27,191.01	62,917.99	30.18%	27,191.01
226-45124.220 SOCIAL SECURITY	6,893.00	2,080.12	4,812.88	30.18%	2,080.12
226-45124.330 OTHER PROFESSIONAL SVCS	7,290.00	0.00	7,290.00	0.00%	0.00
226-45124.410 WATER & SEWER CHARGES	1,988.00	0.00	1,988.00	0.00%	0.00
226-45124.434 MAINTENANCE-BLDGS/GROUNDS	19,683.00	2,992.13	16,690.87	15.20%	2,992.13
226-45124.610 SUPPLIES	5,795.00	2,168.80	3,626.20	37.43%	2,168.80
<b>Total POOL</b>	<b>131,758.00</b>	<b>34,432.06</b>	<b>97,325.94</b>	<b>26.13%</b>	<b>34,432.06</b>
<b>226-45125 CONCESSIONS</b>					
226-45125.140 SALARIES - PART-TIME	7,882.00	3,155.72	4,726.28	40.04%	3,155.72
226-45125.220 SOCIAL SECURITY	603.00	241.39	361.61	40.03%	241.39
226-45125.500 TRAINING, CONF, DUES	140.00	0.00	140.00	0.00%	0.00
226-45125.610 SUPPLIES	15,824.00	2,569.51	13,254.49	16.24%	2,569.51
<b>Total CONCESSIONS</b>	<b>24,449.00</b>	<b>5,966.62</b>	<b>18,482.38</b>	<b>24.40%</b>	<b>5,966.62</b>
<b>226-45220 PARKS &amp; FACILITIES</b>					
226-45220.550 TRAINING, CONF, DUES	1,750.00	0.00	1,750.00	0.00%	0.00
226-45220.610 PARKS & FACILITIES SUPPLI	1,175.00	447.66	727.34	38.10%	447.66
<b>Total PARKS &amp; FACILITIES</b>	<b>2,925.00</b>	<b>447.66</b>	<b>2,477.34</b>	<b>15.30%</b>	<b>447.66</b>
<b>Total Expenditures</b>	<b>1,711,748.00</b>	<b>221,737.73</b>	<b>1,490,010.27</b>	<b>12.95%</b>	<b>221,737.73</b>
<b>Total EJRP PPROGRAMS FUND</b>	<b>13.00</b>	<b>-138,836.59</b>	<b>138,823.59</b>		<b>-138,836.59</b>
<b>230-331 GRANT REVENUE</b>					
230-33120.000 CRES CNCTR GRANT STP 5300	0.00	-64,455.55	64,455.55	100.00%	-64,455.55
230-33123.000 PEARL MISS LNK EJ STP 530	0.00	-84,821.18	84,821.18	100.00%	-84,821.18
230-33126.000 MAIN PED BRIDGE - BC828	0.00	-34,648.84	34,648.84	100.00%	-34,648.84
<b>Total GRANT REVENUE</b>	<b>0.00</b>	<b>-183,925.57</b>	<b>183,925.57</b>	<b>100.00%</b>	<b>-183,925.57</b>
<b>230-341 CONTRIBUTIONS</b>					
230-34105.000 CVE CONTRIB FOR ECONOMIC	15,000.00	0.00	15,000.00	0.00%	0.00
<b>Total CONTRIBUTIONS</b>	<b>15,000.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>230-361 INTEREST EARNINGS</b>					
<b>Total INTEREST EARNINGS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>230-391 GENERAL FUND TRANSFER IN</b>					
230-39110.000 CONTRIB FROM GENERAL FUND	317,751.00	0.00	317,751.00	0.00%	0.00
<b>Total GENERAL FUND TRANSFER IN</b>	<b>317,751.00</b>	<b>0.00</b>	<b>317,751.00</b>	<b>0.00%</b>	<b>0.00</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total Revenues</b>	<b>332,751.00</b>	<b>-183,925.57</b>	<b>516,676.57</b>	<b>-55.27%</b>	<b>-183,925.57</b>
230-46801.009 RAILROAD AVE. RDWY/WTR LI	95,430.00	0.00	95,430.00	0.00%	0.00
230-46801.016 MAIN PED BRIDGE BC1828	0.00	36,342.93	-36,342.93	100.00%	36,342.93
230-46801.019 FACILITIES ASSESMENT	10,000.00	0.00	10,000.00	0.00%	0.00
<b>Total Expenditures</b>	<b>105,430.00</b>	<b>36,342.93</b>	<b>69,087.07</b>	<b>34.47%</b>	<b>36,342.93</b>
<b>Total GEN FUND CAP RESERVE</b>	<b>227,321.00</b>	<b>-220,268.50</b>	<b>-7,052.50</b>	<b>-96.90%</b>	<b>-220,268.50</b>
231-39110.000 CONTRIB FROM GENERAL FUND	223,624.00	0.00	223,624.00	0.00%	0.00
231-39200.000 SALE OF ASSET	0.00	4,000.00	-4,000.00	100.00%	4,000.00
<b>Total Revenues</b>	<b>223,624.00</b>	<b>4,000.00</b>	<b>219,624.00</b>	<b>1.79%</b>	<b>4,000.00</b>
231-47117.000 FIRE TRUCK LOAN PRINCIPAL	50,000.00	0.00	50,000.00	0.00%	0.00
231-47217.000 INTEREST EXPENSE	2,250.00	0.00	2,250.00	0.00%	0.00
<b>Total Expenditures</b>	<b>52,250.00</b>	<b>0.00</b>	<b>52,250.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total ROLLING STOCK FUND</b>	<b>171,374.00</b>	<b>4,000.00</b>	<b>-175,374.00</b>	<b>2.33%</b>	<b>4,000.00</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total LAND ACQUISITION FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
233-46801.003 LANDSCAPING	5,500.00	0.00	5,500.00	0.00%	0.00
233-46801.004 MAINT GARAGE/CAMP ADDITIO	0.00	3,265.00	-3,265.00	100.00%	3,265.00
233-46801.005 RESURFACING	7,040.00	0.00	7,040.00	0.00%	0.00
233-46801.006 LIGHTING & TECHNOLOGY	7,500.00	0.00	7,500.00	0.00%	0.00
233-46801.007 FENCING	4,000.00	0.00	4,000.00	0.00%	0.00
233-46801.008 FIELD MAINTENANCE	5,500.00	0.00	5,500.00	0.00%	0.00
233-46801.009 PARK AMENITIES	11,160.00	1,200.00	9,960.00	10.75%	1,200.00
233-46801.010 BUILDING & FACILITIES	70,000.00	0.00	70,000.00	0.00%	0.00
<b>Total Expenditures</b>	<b>110,700.00</b>	<b>4,465.00</b>	<b>106,235.00</b>	<b>4.03%</b>	<b>4,465.00</b>
<b>Total NJRP CAP RESERVE</b>	<b>-110,700.00</b>	<b>-4,465.00</b>	<b>115,165.00</b>	<b>4.03%</b>	<b>-4,465.00</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>253-468 CAPITAL PROJECTS</b>					
<b>Total CAPITAL PROJECTS</b>	0.00	0.00	0.00	0.00%	0.00
<b>Total Expenditures</b>	0.00	0.00	0.00	0.00%	0.00
<b>Total BOND FUND</b>	0.00	0.00	0.00	0.00%	0.00
<b>254-3 REVENUE</b>					
<b>254-34 OPERATING REVENUE</b>					
<b>254-348 USER CHARGES</b>					
254-34801.000 SALE OF WATER-RESIDENTIAL	992,409.00	131,441.64	860,967.36	13.24%	131,441.64
254-34811.000 WATER BILLING PENALTIES	4,000.00	28.42	3,971.58	0.71%	28.42
254-34812.000 WATER SALES - LARGE USERS	97,201.00	-282.13	97,483.13	-0.29%	-282.13
254-34821.000 HOOK ON FEES	15,000.00	600.00	14,400.00	4.00%	600.00
<b>Total USER CHARGES</b>	<b>1,108,610.00</b>	<b>131,787.93</b>	<b>976,822.07</b>	<b>11.89%</b>	<b>131,787.93</b>
<b>254-349 GF PASS THROUGH REVENUES</b>					
254-34900.000 SALE OF WATER-GF	2,686,765.00	-7,830.96	2,694,595.96	-0.29%	-7,830.96
254-34902.000 SALE OF WATER - GF VT TA	70,985.00	-180.85	71,165.85	-0.25%	-180.85
<b>Total GF PASS THROUGH REVENUES</b>	<b>2,757,750.00</b>	<b>-8,011.81</b>	<b>2,765,761.81</b>	<b>-0.29%</b>	<b>-8,011.81</b>
<b>Total OPERATING REVENUE</b>	<b>3,866,360.00</b>	<b>123,776.12</b>	<b>3,742,583.88</b>	<b>3.20%</b>	<b>123,776.12</b>
<b>254-390 NON OPERATING REVENUE</b>					
<b>Total NON OPERATING REVENUE</b>	0.00	0.00	0.00	0.00%	0.00
<b>Total REVENUE</b>	<b>3,866,360.00</b>	<b>123,776.12</b>	<b>3,742,583.88</b>	<b>3.20%</b>	<b>123,776.12</b>
<b>Total Revenues</b>	<b>3,866,360.00</b>	<b>123,776.12</b>	<b>3,742,583.88</b>	<b>3.20%</b>	<b>123,776.12</b>
<b>254-43 EXPENSES</b>					
<b>254-432 OPERATING EXPENSES</b>					
<b>254-4320 GENERAL EXPENSES</b>					
<b>254-43200.1 WATER FUND SALARIES</b>					
254-43200.110 SALARIES REGULAR	109,133.00	6,576.11	102,556.89	6.03%	6,576.11
254-43200.130 SALARIES OVERTIME	14,000.00	373.90	13,626.10	2.67%	373.90
254-43200.140 SALARIES PART TIME	5,427.00	543.22	4,883.78	10.01%	543.22
<b>Total WATER FUND SALARIES</b>	<b>128,560.00</b>	<b>7,493.23</b>	<b>121,066.77</b>	<b>5.83%</b>	<b>7,493.23</b>
<b>254-43200.2 WATER FUND BENEFITS</b>					
254-43200.210 HEALTH INS & OTHER BENEFI	45,212.00	4,783.98	40,428.02	10.58%	4,783.98
254-43200.220 SOCIAL SECURITY	9,965.00	585.83	9,379.17	5.88%	585.83
254-43200.226 WORKERS COMP INSURANCE	6,716.00	406.76	6,309.24	6.06%	406.76
254-43200.230 RETIREMENT	10,913.00	706.08	10,206.92	6.47%	706.08

WATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
254-43200.250 UNEMPLOYMENT INSURANCE	200.00	1.64	198.36	0.82%	1.64
<b>Total WATER FUND BENEFITS</b>	<b>73,006.00</b>	<b>6,484.29</b>	<b>66,521.71</b>	<b>8.88%</b>	<b>6,484.29</b>
254-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	0.00	1,000.00	0.00%	0.00
254-43200.335 AUDIT	3,680.00	0.00	3,680.00	0.00%	0.00
254-43200.340 COMPUTER EXPENSES	1,000.00	0.00	1,000.00	0.00%	0.00
254-43200.410 WATER AND SEWER CHARGE	200.00	0.00	200.00	0.00%	0.00
254-43200.411 CWD WATER PURCHASE	515,807.00	-1,585.43	517,392.43	-0.31%	-1,585.43
254-43200.412 STATE WATER TAX	13,628.00	-36.61	13,664.61	-0.27%	-36.61
254-43200.430 WATER LINES MAINT-BREAKS	16,000.00	0.00	16,000.00	0.00%	0.00
254-43200.441 RIGHT OF WAY AGREEMENTS	142.00	0.00	142.00	0.00%	0.00
254-43200.491 CONTRACTUAL SERVICES	104,158.00	0.00	104,158.00	0.00%	0.00
254-43200.500 TRAINING, CONFERENCES, DU	2,500.00	0.00	2,500.00	0.00%	0.00
254-43200.521 LIABILITY & PROPERTY INS.	2,271.00	1,229.06	1,041.94	54.12%	1,229.06
254-43200.535 TELEPHONE SERVICES	1,500.00	0.00	1,500.00	0.00%	0.00
254-43200.536 POSTAGE	2,000.00	425.83	1,574.17	21.29%	425.83
254-43200.550 PRINTING AND ADVERTISING	2,608.00	0.00	2,608.00	0.00%	0.00
254-43200.570 MAINTENANCE OTHER	2,500.00	0.00	2,500.00	0.00%	0.00
254-43200.610 SUPPLIES	6,000.00	23.82	5,976.18	0.40%	23.82
254-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	175.00	1,325.00	11.67%	175.00
254-43200.613 METERS AND PARTS	500.00	0.00	500.00	0.00%	0.00
254-43200.614 DISTRIBUTION MATERIALS	7,000.00	0.00	7,000.00	0.00%	0.00
254-43200.622 ELECTRICAL SERVICE	750.00	27.48	722.52	3.66%	27.48
254-43200.623 HEATING/NATURAL GAS	3,000.00	-13.50	3,013.50	-0.45%	-13.50
254-43200.626 GAS,GREASE AND OIL	3,000.00	35.77	2,964.23	1.19%	35.77
254-43200.742 TRANS TO CAPITAL RESERVE	210,000.00	0.00	210,000.00	0.00%	0.00
254-43200.805 INTEREST EXPENSE	300.00	0.00	300.00	0.00%	0.00
254-43200.891 CAPITAL OUTLAY	6,000.00	0.00	6,000.00	0.00%	0.00
<b>Total GENERAL EXPENSES</b>	<b>1,108,610.00</b>	<b>14,258.94</b>	<b>1,094,351.06</b>	<b>1.29%</b>	<b>14,258.94</b>
<b>254-4321 GF WATER EXPENSES</b>					
254-43210.411 CWD WATER PURC - GF	2,686,765.00	-7,830.96	2,694,595.96	-0.29%	-7,830.96
254-43210.412 STATE WATER TAX - GF	70,985.00	-180.85	71,165.85	-0.25%	-180.85
<b>Total GF WATER EXPENSES</b>	<b>2,757,750.00</b>	<b>-8,011.81</b>	<b>2,765,761.81</b>	<b>-0.29%</b>	<b>-8,011.81</b>
<b>Total OPERATING EXPENSES</b>	<b>3,866,360.00</b>	<b>6,247.13</b>	<b>3,860,112.87</b>	<b>0.16%</b>	<b>6,247.13</b>
<b>254-433 CAPITAL PROJECT EXPENSES</b>					
254-43330.001 RAILROAD AVE. REDY/WTR LN	107,685.00	0.00	107,685.00	0.00%	0.00
254-43330.002 METER REPLACEMENT PROGRAM	28,721.00	0.00	28,721.00	0.00%	0.00
254-43330.005 SERIES 3 BOND INTEREST	16,146.00	0.00	16,146.00	0.00%	0.00
<b>254-43332 BONDED PROJECTS</b>					
<b>Total BONDED PROJECTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total CAPITAL PROJECT EXPENSES</b>	<b>152,552.00</b>	<b>0.00</b>	<b>152,552.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total EXPENSES</b>	<b>4,018,912.00</b>	<b>6,247.13</b>	<b>4,012,664.87</b>	<b>0.16%</b>	<b>6,247.13</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total Expenditures</b>	<b>4,018,912.00</b>	<b>6,247.13</b>	<b>4,012,664.87</b>	<b>0.16%</b>	<b>6,247.13</b>
<b>Total WATER FUND</b>	<b>-152,552.00</b>	<b>117,528.99</b>	<b>35,023.01</b>	<b>-77.04%</b>	<b>117,528.99</b>
<b>255-3 REVENUE</b>					
<b>255-34 OPERATING REVENUE</b>					
255-34403.000 MISC - UNCLASSIFIED RECEI	0.00	106.00	-106.00	100.00%	106.00
<b>255-348 VILLAGE USER CHARGES</b>					
255-34801.000 VILLAGE USER CHARGE	694,916.00	116,544.25	578,371.75	16.77%	116,544.25
255-34811.000 VILLAGE USER PENALTIES	3,000.00	2.24	2,997.76	0.07%	2.24
255-34812.000 VILL. SEPTAGE DISCHARGE I	18,000.00	-3,401.90	21,401.90	-18.90%	-3,401.90
255-34813.000 VILLAGE LEACHATE REVENUES	0.00	-141.58	141.58	100.00%	-141.58
<b>Total VILLAGE USER CHARGES</b>	<b>715,916.00</b>	<b>113,003.01</b>	<b>602,912.99</b>	<b>15.78%</b>	<b>113,003.01</b>
<b>255-349 TRI-TOWN REVENUES</b>					
255-34900.000 WASTEWATER CHARGE - ESSEX	477,278.00	39,773.17	437,504.83	8.33%	39,773.17
255-34901.000 WASTEWATER CHARGE - WILLI	715,917.00	59,659.75	656,257.25	8.33%	59,659.75
255-34903.001 SHARED SEPTAGE REVENUES	9,000.00	0.00	9,000.00	0.00%	0.00
255-34903.005 PUMP STATION MAINT. FEES	31,725.00	0.00	31,725.00	0.00%	0.00
<b>Total TRI-TOWN REVENUES</b>	<b>1,233,920.00</b>	<b>99,432.92</b>	<b>1,134,487.08</b>	<b>8.06%</b>	<b>99,432.92</b>
<b>Total OPERATING REVENUE</b>	<b>1,949,836.00</b>	<b>212,541.93</b>	<b>1,737,294.07</b>	<b>10.90%</b>	<b>212,541.93</b>
<b>255-39 NON OPERATING INCOME</b>					
<b>Total NON OPERATING INCOME</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total REVENUE</b>	<b>1,949,836.00</b>	<b>212,541.93</b>	<b>1,737,294.07</b>	<b>10.90%</b>	<b>212,541.93</b>
<b>Total Revenues</b>	<b>1,949,836.00</b>	<b>212,541.93</b>	<b>1,737,294.07</b>	<b>10.90%</b>	<b>212,541.93</b>
<b>255-43 EXPENSES</b>					
<b>255-4320 GENERAL EXPENSES</b>					
<b>255-43200.1 WWTF SALARIES</b>					
255-43200.110 SALARIES REGULAR	343,375.00	18,660.00	324,715.00	5.43%	18,660.00
255-43200.130 SALARIES OVERTIME	45,000.00	2,203.27	42,796.73	4.90%	2,203.27
255-43200.140 SALARIES PART TIME	16,000.00	85.19	15,914.81	0.53%	85.19
<b>Total WWTF SALARIES</b>	<b>404,375.00</b>	<b>20,948.46</b>	<b>383,426.54</b>	<b>5.18%</b>	<b>20,948.46</b>
<b>255-43200.2 WWTF BENEFITS</b>					
255-43200.210 HEALTH INS & OTHER BENEFI	137,000.00	9,234.98	127,765.02	6.74%	9,234.98
255-43200.220 SOCIAL SECURITY	31,095.00	1,551.79	29,543.21	4.99%	1,551.79
255-43200.226 WORKERS COMP INSURANCE	20,534.00	893.79	19,640.21	4.35%	893.79
255-43200.230 RETIREMENT	34,338.00	1,653.70	32,684.30	4.82%	1,653.70
255-43200.250 UNEMPLOYMENT INSURANCE	420.00	0.25	419.75	0.06%	0.25

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
<b>Total WWTF BENEFITS</b>	<b>223,387.00</b>	<b>13,334.51</b>	<b>210,052.49</b>	<b>5.97%</b>	<b>13,334.51</b>
255-43200.320 LEGAL SERVICES	2,000.00	0.00	2,000.00	0.00%	0.00
255-43200.330 OTHER PROFESSIONAL SERVIC	4,000.00	0.00	4,000.00	0.00%	0.00
255-43200.335 AUDIT	4,320.00	0.00	4,320.00	0.00%	0.00
255-43200.410 WATER AND SEWER CHARGE	3,000.00	0.00	3,000.00	0.00%	0.00
255-43200.432 VEHICLE MAINTENANCE	3,000.00	0.00	3,000.00	0.00%	0.00
255-43200.491 CONTRACTUAL SERVICES	52,079.00	0.00	52,079.00	0.00%	0.00
255-43200.500 TRAINING, CONFERENCES, DU	6,500.00	24.00	6,476.00	0.37%	24.00
255-43200.521 LIABILITY & PROPERTY INS.	32,275.00	14,035.89	18,239.11	43.49%	14,035.89
255-43200.535 TELEPHONE SERVICES	6,000.00	135.95	5,864.05	2.27%	135.95
255-43200.565 GRIT DISPOSAL	18,000.00	918.92	17,081.08	5.11%	918.92
255-43200.567 SLUDGE PROCESSING	140,000.00	0.00	140,000.00	0.00%	0.00
255-43200.568 SLUDGE MANAGEMENT	150,000.00	0.00	150,000.00	0.00%	0.00
255-43200.569 WWTF ANNUAL PERMIT FEE	9,900.00	0.00	9,900.00	0.00%	0.00
255-43200.570 MAINTENANCE OTHER	100,000.00	409.48	99,590.52	0.41%	409.48
255-43200.577 CONTRACT LABORATORY SERVI	11,000.00	131.70	10,868.30	1.20%	131.70
255-43200.610 SUPPLIES	10,000.00	77.89	9,922.11	0.78%	77.89
255-43200.612 UNIFORMS,BOOTS,ETC	6,000.00	261.50	5,738.50	4.36%	261.50
255-43200.618 SUPPLIES - LABORATORY	18,000.00	75.54	17,924.46	0.42%	75.54
255-43200.619 CHEMICALS	230,000.00	16,742.53	213,257.47	7.28%	16,742.53
255-43200.622 ELECTRICAL SERVICE	150,000.00	504.08	149,495.92	0.34%	504.08
255-43200.623 HEATING/NATURAL GAS	20,000.00	-549.92	20,549.92	-2.75%	-549.92
255-43200.626 GAS,GREASE AND OIL	6,000.00	173.22	5,826.78	2.89%	173.22
255-43200.742 TRANS TO CAPITAL RESERVE	340,000.00	0.00	340,000.00	0.00%	0.00
<b>Total GENERAL EXPENSES</b>	<b>1,949,836.00</b>	<b>67,223.75</b>	<b>1,882,612.25</b>	<b>3.45%</b>	<b>67,223.75</b>
<b>255-433 CAPITAL PROJECTS/EXPENSES</b>					
255-43330.011 HEADWORKS SCREEN	0.00	1,170.00	-1,170.00	100.00%	1,170.00
<b>Total CAPITAL PROJECTS/EXPENSES</b>	<b>0.00</b>	<b>1,170.00</b>	<b>-1,170.00</b>	<b>100.00%</b>	<b>1,170.00</b>
<b>255-434 NON-OPERATING EXPENSES</b>					
<b>Total NON-OPERATING EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total EXPENSES</b>	<b>1,949,836.00</b>	<b>68,393.75</b>	<b>1,881,442.25</b>	<b>3.51%</b>	<b>68,393.75</b>
<b>Total Expenditures</b>	<b>1,949,836.00</b>	<b>68,393.75</b>	<b>1,881,442.25</b>	<b>3.51%</b>	<b>68,393.75</b>
<b>Total WASTEWATER FUND</b>	<b>0.00</b>	<b>144,148.18</b>	<b>-144,148.18</b>	<b>-100.00%</b>	<b>144,148.18</b>
<b>256-3 REVENUE</b>					
<b>256-33 INTERGOVERNMENTAL REVENUE</b>					
256-33900.000 ESSEX PUMP STATION FEES	25,940.00	0.00	25,940.00	0.00%	0.00
256-33900.001 PARY AGREEMNT REV	15,000.00	0.00	15,000.00	0.00%	0.00
<b>Total INTERGOVERNMENTAL REVENUE</b>	<b>40,940.00</b>	<b>0.00</b>	<b>40,940.00</b>	<b>0.00%</b>	<b>0.00</b>



Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>256-34 OPERATING REVENUE</b>					
256-34402.000 INTEREST EARNINGS	500.00	0.00	500.00	0.00%	0.00
<b>256-348 USER CHARGES</b>					
256-34801.000 ANNUAL CUSTOMER CHARGE	586,985.00	111,840.54	475,144.46	19.05%	111,840.54
256-34811.000 ANNUAL CUSTOMER CHARGE -	2,500.00	1.83	2,498.17	0.07%	1.83
256-34821.000 HOOK ON FEES	30,000.00	0.00	30,000.00	0.00%	0.00
<b>Total USER CHARGES</b>	<b>619,485.00</b>	<b>111,842.37</b>	<b>507,642.63</b>	<b>18.05%</b>	<b>111,842.37</b>
<b>Total OPERATING REVENUE</b>	<b>619,985.00</b>	<b>111,842.37</b>	<b>508,142.63</b>	<b>18.04%</b>	<b>111,842.37</b>
<b>256-39 NON OPERATING REVENUE</b>					
256-39200.001 WWTF CAPACITY SALE REVENUE	0.00	100,000.00	-100,000.00	100.00%	100,000.00
<b>Total NON OPERATING REVENUE</b>	<b>0.00</b>	<b>100,000.00</b>	<b>-100,000.00</b>	<b>100.00%</b>	<b>100,000.00</b>
<b>Total REVENUE</b>	<b>660,925.00</b>	<b>211,842.37</b>	<b>449,082.63</b>	<b>32.05%</b>	<b>211,842.37</b>
<b>Total Revenues</b>	<b>660,925.00</b>	<b>211,842.37</b>	<b>449,082.63</b>	<b>32.05%</b>	<b>211,842.37</b>
<b>256-43 EXPENSES</b>					
<b>256-432 OPERATING EXPENSES</b>					
<b>256-43200.1 SANITATION SALARIES</b>					
256-43200.110 SALARIES REGULAR	91,459.00	5,661.37	85,797.63	6.19%	5,661.37
256-43200.130 SALARIES OVERTIME	14,185.00	426.02	13,758.98	3.00%	426.02
256-43200.140 SALARIES PART TIME	5,427.00	543.22	4,883.78	10.01%	543.22
<b>Total SANITATION SALARIES</b>	<b>111,071.00</b>	<b>6,630.61</b>	<b>104,440.39</b>	<b>5.97%</b>	<b>6,630.61</b>
<b>256-43200.2 SANITATION BENEFITS</b>					
256-43200.210 HEALTH INS & OTHER BENEFIT	40,567.00	2,458.84	38,108.16	6.06%	2,458.84
256-43200.220 SOCIAL SECURITY	8,671.00	521.08	8,149.92	6.01%	521.08
256-43200.226 WORKERS COMP INSURANCE	5,282.00	343.51	4,938.49	6.50%	343.51
256-43200.230 RETIREMENT	9,146.00	603.90	8,542.10	6.60%	603.90
256-43200.250 UNEMPLOYMENT INSURANCE	200.00	1.86	198.14	0.93%	1.86
<b>Total SANITATION BENEFITS</b>	<b>63,866.00</b>	<b>3,929.19</b>	<b>59,936.81</b>	<b>6.15%</b>	<b>3,929.19</b>
256-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	0.00	1,000.00	0.00%	0.00
256-43200.335 AUDIT	1,840.00	0.00	1,840.00	0.00%	0.00
256-43200.340 COMPUTER EXPENSES	1,300.00	0.00	1,300.00	0.00%	0.00
256-43200.410 WATER AND SEWER CHARGE	500.00	0.00	500.00	0.00%	0.00
256-43200.430 SANITATION LINES MAINTENA	6,000.00	0.00	6,000.00	0.00%	0.00
256-43200.434 PUMP STATION MAINTENANCE	12,000.00	0.00	12,000.00	0.00%	0.00
256-43200.436 SANIT. LINE BACK-UP CLEAN	1,000.00	0.00	1,000.00	0.00%	0.00
256-43200.441 RIGHT OF WAY AGREEMENTS	1,140.00	119.17	1,020.83	10.45%	119.17
256-43200.491 CONTRACTUAL SERVICES	135,883.00	0.00	135,883.00	0.00%	0.00
256-43200.500 TRAINING, CONFERENCES, DU	200.00	0.00	200.00	0.00%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
256-43200.521 LIABILITY & PROPERTY INS.	6,225.00	2,778.90	3,446.10	44.64%	2,778.90
256-43200.536 POSTAGE	3,500.00	851.67	2,648.33	24.33%	851.67
256-43200.550 PRINTING AND ADVERTISING	1,000.00	0.00	1,000.00	0.00%	0.00
256-43200.570 MAINTENANCE OTHER	2,500.00	0.00	2,500.00	0.00%	0.00
256-43200.610 SUPPLIES	1,000.00	67.78	932.22	6.78%	67.78
256-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	0.00	1,500.00	0.00%	0.00
256-43200.622 ELECTRICAL SERVICE	12,000.00	537.20	11,462.80	4.48%	537.20
256-43200.623 HEATING/NATURAL GAS	1,900.00	-14.83	1,914.83	-0.78%	-14.83
256-43200.626 GAS,GREASE AND OIL	2,500.00	62.83	2,437.17	2.51%	62.83
256-43200.742 TRANS TO CAPITAL RESERVE	95,000.00	0.00	95,000.00	0.00%	0.00
256-43200.891 CAPITAL OUTLAY	5,000.00	0.00	5,000.00	0.00%	0.00
<b>256-43220 ESSEX PS COSTS</b>					
256-43220.001 SUSIE WILSON PS COSTS	10,000.00	189.13	9,810.87	1.89%	189.13
256-43220.002 WEST ST PS COSTS	12,000.00	272.47	11,727.53	2.27%	272.47
<b>Total ESSEX PS COSTS</b>	<b>22,000.00</b>	<b>461.60</b>	<b>21,538.40</b>	<b>2.10%</b>	<b>461.60</b>
<b>Total OPERATING EXPENSES</b>	<b>489,925.00</b>	<b>15,424.12</b>	<b>474,500.88</b>	<b>3.15%</b>	<b>15,424.12</b>
<b>256-433 CAPITAL PROJECTS/EXPENSE</b>					
256-43330.002 METER REPLACEMENT PROGRAM	57,442.00	0.00	57,442.00	0.00%	0.00
256-43330.006 SO ST PS PUMPS,VALVS,VENT	40,000.00	0.00	40,000.00	0.00%	0.00
256-43330.007 ARRA Loan-AR1-004 Admin F	3,667.00	0.00	3,667.00	0.00%	0.00
256-43330.009 RF1-157 PS UpGrd Admin Fe	17,249.00	0.00	17,249.00	0.00%	0.00
<b>Total CAPITAL PROJECTS/EXPENSE</b>	<b>118,358.00</b>	<b>0.00</b>	<b>118,358.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>256-434 NON OPERATING EXPENSES</b>					
<b>Total NON OPERATING EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total EXPENSES</b>	<b>608,283.00</b>	<b>15,424.12</b>	<b>592,858.88</b>	<b>2.54%</b>	<b>15,424.12</b>
<b>Total Expenditures</b>	<b>608,283.00</b>	<b>15,424.12</b>	<b>592,858.88</b>	<b>2.54%</b>	<b>15,424.12</b>
<b>Total SANITATION FUND</b>	<b>52,642.00</b>	<b>196,418.25</b>	<b>-249,060.25</b>	<b>373.12%</b>	<b>196,418.25</b>
<b>Total All Funds</b>	<b>153,134.00</b>	<b>43,575.29</b>	<b>-196,709.29</b>	<b>28.46%</b>	<b>43,575.29</b>