



**VILLAGE OF ESSEX JUNCTION
TRUSTEES
SPECIAL MEETING AGENDA**

2 Lincoln Street
Essex Junction, VT 05452
Wednesday, December 4, 2019
8:30 AM

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1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [8:30 AM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
 - a. Comments from Public on Items Not on Agenda
5. **BUSINESS ITEMS**
 - a. FY21 Budget Work Session
6. **CONSENT ITEMS**
 - a. Check Warrant #17175—11/27/19
7. **READING FILE**
 - a. Board Member Comments
 - b. Letter from James Jutras and Dennis Lutz re: 3 Ac rule comments
 - c. Upcoming meeting schedule
8. **EXECUTIVE SESSION**
 - a. An executive session is not anticipated
9. **ADJOURN**

This agenda is available in alternative formats upon request. Meetings of the Trustees, like all programs and activities of the Village of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the Unified Manager's office at 878-6951.

Certification: 11/27/2019
Date Posted

J Mitchell
Initials

Village of Essex Junction

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Village of Essex Junction Budget Day Schedule

Start Time	End Time	Budget Segment	Presenter(s)
8:30 AM	8:45 AM	Overview, Lunch Ordering	Evan Teich
8:45 AM	9:15 AM	Fire	Chris Gaboriault
9:15 AM	10:15 AM	Administration, Finance, Debt	Sarah Macy
10:15 AM	10:30 AM	Economic Development	Sarah Macy
10:30 AM	11:00 AM	Community Development	Robin Pierce
11:00 AM	12:00 PM	Recreation, Senior Center	Brad Luck
12:00 PM	12:30 PM	<i>Lunch</i>	
12:30 PM	1:30 PM	Library	Wendy Hysko
1:30 PM	2:00 PM	Revenues	Sarah Macy
2:00 PM	2:15 PM	<i>Afternoon Cookie Break</i>	
2:15 PM	3:00 PM	Highways	Ricky Jones
3:00 PM	3:30 PM	DRAFT: Water, WWTF, Sanitation	Ricky Jones, Jim Jutras

FY21 Village of Essex Junction

Proposed Budget Transmittal

The Budget

The proposed FY21 Village General Fund budget is \$5,344,193 a 3.47% or \$179,280 increase over the FY20 approved budget of \$5,164,913. This increase is funded by a slight increase in funding from the enterprise funds (\$10,009), an increase in funding from the Town of Essex (\$82,435) and a 2.44% increase in the tax levy (\$86,835). Assuming the grand list grows at the seven year average of 0.93% this would produce a tax rate increase of 1.51% -- a \$13.58/year increase on a \$280,000 home.

Assumptions

Grand List Growth: Over the past 7 years, the Village Grand List has grown on average 0.93% annually and over the past 10 years, the Village General Fund Budget has grown on average 3.7% annually. The budget average has been adjusted for the outlier year of FY18 when EJRP became a Village department.

Village - 066	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020	AVERAGE
Total Grand List	1.13%	1.86%	-0.04%	1.05%	1.31%	0.28%	0.93%

Service Levels: The FY21 budget assumes service levels remain consistent with prior years.

Compensation and Benefits: The budget includes wage adjustments of 4% for all employees. Due to expected retirements and a reduction in anticipated calls in the Fire Department, salaries in the general fund are increasing by 1.0% or \$15,972 from \$1,654,580 to \$1,670,552.

The Town and Village have decided to change health insurance providers effective January 1, 2020 to mitigate unsustainable increases by Blue Cross Blue Shield of Vermont. Even with this change, the estimated cost of benefits is increasing by 8% or \$37,205 from \$446,337 to \$503,542 in the general fund.

Operating Contingency: The operating budget does not include contingency funding to meet unexpected requirements that may rise during the year. However, the Village has maintained its target unassigned fund balance of 10% of the following years' operating budget to help mitigate any unexpected and unusual items.

New or Enhanced Programs:

- Paving – the FY20 Town budget added an additional \$35,800 to the transfer to the Village for Highway costs earmarked for paving. This was added before Village annual meeting but too late to make the change to the Village budget. The additional \$35,800 has been included in the base increase in the Village paving line. This causes the overall Highway & Stormwater budget increase to appear at 6.97%. If that \$35,800 is factored into the FY20 budget the increase would be 3.83%.
- Debt/Transfers – in FY20 the final payment was made on the pool bond causing a \$107,843 decrease in the debt segment. This amount has been used to fund the proposed increases in Transfers.

- New, proper budgeting software \$2,140 – funded by both Town and Village (all major funds) based on total operating expenses
- New, human resources information system (HRIS) \$3,075 – funded by both Town and Village, charged on a per employee basis
- New, gym membership incentive program for volunteer firefighters \$2,700

Employees: There are no new employees proposed in this budget.

Budget Segments at a Glance

General Fund

Administration: staffing and services levels projected to remain stable; 1.8% overall increase; FY21 has a reduction for the Pay & Classification Study which is required every other year – we are working internally to brainstorm ways in which to stabilize the budget impact of moderate cost items that recur on a timeline greater than annually. Administration department includes new cost for an HRIS at \$3,075. This system is charged on a monthly, per employee basis and is shared between the Town and Village based on employees.

Buildings: service levels projected to remain stable; additional repair and maintenance costs have been proposed for the Brownell Library and Fire Station buildings based on work done by the Buildings Manager and the respective department heads.

Community Development: funds added to start the required revision to the Land Development Code (due December 2021)

Debt: The Village Pool Debt has been retired in FY20 driving the large decrease in the debt segment. The funds from the Pool Debt of \$107,843 have been moved to the Transfers & Miscellaneous segment to fund the proposed capital transfer increases for FY21.

Economic Development: remains approximately level funded. This budget segment had previously funded the Five Corners Farmers Market and SteamFest neither of which are scheduled to occur. Funding has remained stable so the Village can be prepared for new programs that may fill that void.

EJRP: the EPR/EJRP shared communications position was moved from personnel (FY20) to other professional services (FY21) as that position was filled with an independent contractor instead of a part time employee. Changes in benefit levels are driving the increase in benefit costs.

Finance: the FY20 Finance budget had a decimal place error in the calculation for workers compensation insurance which has been corrected for FY21. New funds have been added to support a proper budgeting software system that would cover all funds of the Town and Village.

Fire: estimated fire calls for FY21 are down from prior years as a result of the Village and Town fire departments no longer providing automatic mutual aid for building alarms. New funds have been added to support a gym membership incentive program.

Highway & Stormwater: the FY20 Town budget added an additional \$35,800 to the transfer to the Village for Highway costs earmarked for paving. This was added before Village annual meeting but too late to make the change to the Village budget. The additional \$35,800 has been included in the base increase in the Village paving line. This causes the overall Highway & Stormwater budget increase to appear at 6.97%. If that \$35,800 is factored into the FY20 budget the increase would be 3.83%. In the FY21 budget, paving has been increased by the \$35,800 base adjustment and an additional \$10,000. In FY21 the Village will apply for another Class II Highway Grant to pave West Street but will have to pave it regardless of outside funding at this point. Increased funds have been added to Traffic Control to hire a contractor to do all the line striping as was done in FY20.

Library: a planned retirement in FY21 has led to salary and benefit projections that are estimated in the mid-range.

Transfers & Miscellaneous: all increases to capital transfers have been funded with a transfer of the previously budgeted amount for the pool debt. The capital committee has recommended a 15% increase in the capital fund contribution, of which a 10% increase has been funded. The planning \$10,000 increase to the rolling stock contribution has been funded and an additional \$25,000 has been added to address building maintenance needs that are coming to light. The EJRP capital continues to be approximately 1% of the grand list (approximating its previous life as “one penny for parks”) and to this has been added the remaining \$36,302 of the amount previously raised to fund the pool debt.

Capital Funds

Capital Reserve: a 10% increase in the operating transfer to capital has been proposed. The proposed project for FY21 is the Lamoille Water Line Replacement which is a coordinated effort with the enterprise funds. The Village continues its work on grant funded projects on stormwater and the Crescent Connector.

Rolling Stock: the planned \$10,000 increase in funded to rolling stock has been included in the budget. There are no purchases planned for FY21

EJRP Capital: resurfacing skate park at Maple Street, basketball courts at Maple Street and Cascade; new playground at Maple Street; new power panels and electronic sign at Maple Street; new chairs and umbrellas for the pool; landscaping, tree and turf maintenance

Sanitation Fund Capital: continued work planned on manhole rehabilitation and slip-lining

Water Fund Capital: in coordination with the Capital Reserve fund the Lamoille St. Water Line Replacement project is planned for FY21

WWTF Fund Capital: this draft budget has no planned FY21 projects, however, work with the Tri-Town committee will direct the use of these capital reserve funds.

Special Revenue Fund

Senior Center: the senior center special revenue fund is membership and donation funded. All personnel support is paid through the Town Recreation budget and the building costs are paid

through the Village Buildings budget. With direction from senior center committees and the program coordinator, there has been a decrease in planned big trips.

Enterprise Funds

EJRP Program Fund: slight personnel driven overall increase of 1.83%; reorganization of some programs, continuing to contract for concessions

Sanitation Fund, Water Fund, and WWTF Fund DRAFT: a first draft of the Sanitation, Water and WWTF fund budgets have been included here for preliminary discussion. Staff hopes to have a preliminary discussion about these funds and the FY21 initiatives at budget day and then take a deeper dive if needed after the New Year.

Employment

The Village has 54 people on its payroll (44 full-time and 10 regular part-time) not including seasonal help, elected officials, volunteer fire fighters or contractors. This figure does not include the Unified Manager, Finance Director, or Human Resources Director who are included in the Town employee count but are funded by both entities.

Personnel costs account for \$2,616,237 (49%) of the \$5,344,193 FY21 budget. This includes salaries (regular, part time, and overtime), shared staffing costs (Unified Manager, HR Director), health and other insurance benefits, retirement, social security taxes, and unemployment and worker's compensation insurances.

For comparison purposes, the next highest category of expenditure is capital transfers at \$869,412 or 16% of the budget.

Tax Illustration

The assessed value of a home is determined by the Town Assessor. This assessment is then used until a new assessment is done. For illustrative purposes we use an average home assessed at a value of \$280,000.

To determine the annual Village portion of the property tax, the assessed value is divided by 100 and then multiplied by the tax rate for the Village.

The proposed budget would result in an estimated Village General Fund tax rate of \$0.3255.

$$\$280,000 / 100 \times \$0.3255 = \$911.40 \text{ per year}$$

For household budgeting and comparison purposes, this \$911.40 divided by 12 months yields a monthly cost of \$75.95.

General Fund

	B	D	F	H	I	J	K	N	O	P	Q
1	Village of Essex Junction - General Fund Budget Summary										
2											
3											11/25/2019
4	Department Name:	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget		FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year
5	Revenues										
6	Property Taxes	2,564,285	2,480,854	3,283,591	3,423,606	3,423,627	3,556,422		3,643,257	86,835	2.44%
7	PILOT Payments	7,579	9,581	12,094	7,000	11,220	11,200		11,200	-	0.00%
8	Licenses and Permits	58,153	60,184	29,925	58,000	16,318	35,000		35,000	-	0.00%
9	Funding from Town of Essex	854,570	1,074,994	1,136,449	1,160,126	1,160,126	1,259,376	*	1,341,811	82,435	6.55%
10	Intergovernmental Revenues	175	1,590	1,020	1,500	2,903	1,000		1,000	-	0.00%
11	Funding from Enterprise Funds	271,900	284,720	232,370	235,035	235,035	269,995		280,004	10,009	3.71%
12	Miscellaneous	36,385	72,715	87,460	43,020	71,464	7,020		7,020	-	0.00%
13	Fees for Service	7,487	6,625	27,333	26,400	26,930	24,900		24,900	-	0.00%
14	Total General Fund	3,800,534	3,991,262	4,810,241	4,954,687	4,947,622	5,164,913		5,344,193	179,280	3.47%
15											
16	Expenditures										
17	Administration	538,476	601,544	471,850	467,906	530,688	465,314		473,693	8,379	1.80%
18	Buildings	-	151,531	209,668	205,196	196,413	240,375		253,191	12,816	5.33%
19	Community Development	222,904	210,328	215,201	243,310	217,065	245,294		257,288	11,994	4.89%
20	Debt Service	223,426	199,464	315,009	317,983	317,983	313,560		202,734	(110,826)	-35.34%
21	Economic Development	69,939	80,657	81,967	118,429	70,001	50,350		49,500	(850)	-1.69%
22	Finance	51,056	63,011	87,264	79,835	88,892	160,503		181,414	20,911	13.03%
23	Fire	268,592	277,460	326,765	331,369	332,296	351,860		346,880	(4,980)	-1.42%
24	Highways	832,516	1,013,539	1,097,992	1,145,126	1,214,370	1,182,376	*	1,264,811	82,435	6.97%
25	Library	618,652	643,639	655,585	703,635	684,070	731,684		751,850	20,166	2.76%
26	Misc. Grants	20,763	60,469	20,010	-	11,788	-		-	-	n/a
27	Recreation	-	-	591,042	634,823	640,424	657,867		688,419	30,552	4.64%
28	Transfers	760,448	616,585	769,858	707,075	707,075	765,730		874,412	108,682	14.19%
29	Total General Fund	3,606,771	3,918,227	4,842,212	4,954,687	5,011,064	5,164,913		5,344,193	179,280	3.47%
30											
31											
32											
33	* The FY20 Town budget included an additional \$35,801 to the Village for paving increasing the overall Village Highway expense and the Funding from Town of Essex Lines; this was										
34	added at Town Meeting which was too late to amend the Village budget. These amounts have been included in the base used for FY21 budget, inflating the percentage increase										

	A	B	D	F	H	I	J	K	N	O	P	Q
1	GENERAL FUND REVENUES FY21											
2												11/25/2019
3	Account Number:	Department Name:	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposed	Dollar Change from Prior Year	Percent Change from Prior Year	
4	210-31101.000	Property Taxes	2,564,285	2,480,854	3,283,591	3,423,606	3,423,627	3,556,422	3,643,257	86,835	2.44%	
5	210-33546.000	State for Pilot & Current Use	2,173	4,301	5,362	2,000	4,478	4,500	4,500	-	0.00%	
6	210-33582.000	Essex Town Library Contribution	15,000	15,000	15,000	15,000	15,000	15,000	15,000	-	0.00%	
7	210-33582.001	Essex Town pmt for Stormwater	59,500	59,352	61,460	64,367	64,367	69,047	71,851	2,804	4.06%	
8	210-33582.002	Essex Town pmt for Highway Dept	780,070	1,000,642	1,059,989	1,080,759	1,080,759	1,113,329	1,192,960	79,631	7.15%	
9	210-33582.003	Essex Town Recreation Contribution	-	-	-	-	-	12,000	12,000	-	0.00%	
10		Essex Town pmt for Clerk	-	-	-	-	-	50,000	50,000	-	0.00%	
11	210-34130.000	License & Zoning Fees	58,153	60,184	29,925	58,000	16,318	35,000	35,000	-	0.00%	
12	210-34131.000	Whitcomb Farm Solar Pilot	5,405	5,280	6,733	5,000	6,742	6,700	6,700	-	0.00%	
13	210-34221.000	Misc. Fire Receipts	25	-	5	20	950	20	20	-	0.00%	
14	210-35130.000	State District Court Fines	175	1,590	1,020	1,500	2,903	1,000	1,000	-	0.00%	
15	210-36102.000	Interest Earnings	2,657	2,225	2,805	2,000	4,150	2,500	2,500	-	0.00%	
16	210-36201.000	Parking Space Fees	4,800	4,400	4,800	2,400	4,400	2,400	2,400	-	0.00%	
17	210-36202.000	Lincoln Hall Rentals	30	-	-	-	1	-	-	-	n/a	
18	210-36400.000	Block Party Donations	1,150	2,500	575	1,500	1,650	500	500	-	0.00%	
19	210-36603.000	Misc. Receipts	1,630	2,804	2,972	2,000	2,539	2,000	2,000	-	0.00%	
20	210-36605.000	Misc. Highway Receipts	9,312	4,091	5,722	4,000	4,157	4,000	4,000	-	0.00%	
21	210-36606.000	Misc. Library Receipts	683	712	694	500	678	500	500	-	0.00%	
22	210-36606.010	EJRP Non-Resident Fees	-	-	19,728	22,000	18,379	20,000	20,000	-	0.00%	
23	210-39154.000	Service Fee - Water	108,760	113,888	92,948	94,014	94,014	107,998	112,002	4,004	3.71%	
24	210-39155.000	Service Fee - WWTF	54,380	56,944	46,474	47,007	47,007	53,999	56,001	2,002	3.71%	
25	210-39156.000	Service Fee - Sanitation	108,760	113,888	92,948	94,014	94,014	107,998	112,002	4,004	3.71%	
26	210-39501.000	Misc. Grants/Donations	17,725	59,562	15,182	-	24,123	-	-	-	n/a	
27		Unrestricted Fund Balance	-	-	60,000	35,000	35,000	-	-	-	n/a	
28		Lost Book Revenue	2,381	3,046	2,309	-	2,368	-	-	-	n/a	
29		Farmers Market Reimb.	3,479	-	-	-	-	-	-	-	n/a	
30	Total		3,800,534	3,991,262	4,810,241	4,954,687	4,947,622	5,164,913	5,344,193	179,280	3.47%	
31												
32						Tax Rate Calculation						
33								FY20	FY21			
34												
35						Grand List		11,134,240	11,230,374	0.863%		
36						GF Real Estate		797,280	797,280	0.000%		
37						Non-GF Real Estate		10,336,960	10,433,094	0.930%		
38						Tax Stabilization Reduction		(39,762)	(35,871)	-9.787%		
39						Total Grand List for Tax rate		11,094,478	11,194,503	0.902%		
40												
41						Tax Appropriation		3,556,422	3,643,257	2.442%		
42												
43						Village Tax Rate		0.3206	0.3255	1.513%		
44						\$ change in rate			0.0049			
45						average tax cost - \$280k		897.68	911.26	13.58		

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Administration Department FY21 Budget Summary													
2														11/21/2019
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4	210-41320.110	Salaries - Regular	274,682	289,771	202,163	208,400	245,609	164,294	169,621	5,327	3.24%	Asst. to the Manager (66%); Unified Clerk/Treasurer;	253,056	
5	210-41320.130	Salaries - Overtime	3,288	6,484	6,568	6,500	2,018	-	-	-	n/a	Community Relations Coordinator	4,590	
6	210-41320.140	Salaries - Part Time	14,861	18,732	5,944	5,025	4,097	4,798	4,798	-	0.00%		10,909	
7	210-41320.150	Manager Contract	61,500	64,575	66,835	65,000	65,000	67,200	67,500	300	0.45%	50% Manager salary	64,478	
8	210-41320.152	Shared Employee Expense	-	-	5,046	25,763	21,593	23,186	24,633	1,447	6.24%	34% HR Director salary	6,660	
9	210-41320.210	Health Ins & Other Benefits	64,484	64,017	56,702	45,869	72,188	90,186	94,089	3,903	4.33%		64,348	
10	210-41320.220	Social Security	22,919	25,674	17,602	17,096	21,275	14,382	13,534	(848)	-5.90%		21,867	
11	210-41320.230	Retirement	26,854	27,835	19,850	20,840	25,498	18,321	18,891	570	3.11%		25,009	
12	210-41320.291	Health Improv Programs	580	1,083	860	1,600	45	1,600	-	(1,600)	-100.00%	Employee Appreciation & inservice; move to Holiday Expense	642	
13	210-41320.310	Board Member Fees	2,500	2,500	2,500	2,500	2,500	2,500	2,500	-	0.00%	\$125/quarter x 5 members	2,500	
14	210-41320.320	Legal Services	8,415	17,127	21,485	15,000	20,258	17,000	22,000	5,000	29.41%		16,821	
15	210-41320.330	Other Professional Services	121	-	10,714	1,000	2,442	1,000	1,000	-	0.00%	Continued work with the Governance Attorney will be expensed here, in FY18 \$11,000 of Fund Balance was assigned for that work. FY19 \$1,359.38 was spent leaving \$9,640.62 available. The total estimated cost of the Governance Attorney was estimated at \$37,000 split 25/75 Vil/Town.	3,319	
16	210-41320.340	Computer Expenses	11,679	11,722	8,000	2,220	2,085	2,220	3,824	1,604	72.26%	\$750 Tyler Tech - support for Fund Balance Software that hold Village Fixed Asset data and pre-NEMRC history; new HRIS system estimate is the balance	8,371	
17	210-41320.442	Leased Services	3,505	4,248	4,317	4,525	4,195	4,000	4,203	203	5.08%	Copier \$250/mnth, Postage Maching \$282/qtr, Ink/Labels \$75	4,066	
18	210-41320.500	Training, Conferences, Dues	7,700	4,566	2,930	9,300	4,118	6,000	6,000	-	0.00%	S. McNamara-Hill Clerks Institute, \$1,000; VCDA \$75; Mileage \$600; VTCMA Fall & Spring Conf \$700; Manager ICMA Dues \$800; VTCMD Dues \$75; VLCT Dues (Associate Member) \$700; other \$770, Training for T Getchell and D Mayville, \$1,000.	4,829	
19	210-41320.530	Communications	11,136	16,692	16,294	17,968	19,825	22,492	22,500	8	0.04%	Website host & support; Front Porch Forum; Newsletters; Annual Reports; Clickable Agendas; Minutes; Channel 17 support	15,987	
20	210-41320.536	Postage	2,256	1,329	367	2,000	2,581	500	500	-	0.00%		1,633	
21	210-41320.550	Printing and Advertising	4,200	4,273	2,205	5,000	683	3,000	3,000	-	0.00%		2,840	
22	210-41320.560	Trustees Expenditures	2,319	3,373	3,661	4,000	5,525	4,000	5,500	1,500	37.50%	Donations; Community Supper; Meeting Supplies; Plaques; Seminars; Other as directed by the Trustees	3,720	
23	210-41320.571	Pay & Classification Study	5,700	-	10,821	200	-	11,000	200	(10,800)	-98.18%	Study done every other year	4,130	
24	210-41320.572	Interview Costs					1,729	-	-	-	n/a			
25	210-41320.580	Travel	1,398	222	246	300	261	300	300	-	0.00%	Mileage not related to training	532	
26	210-41320.610	Supplies	5,062	4,293	5,257	5,000	4,840	5,000	5,000	-	0.00%		4,863	
27	210-41320.820	Elections	1,363	2,052	1,282	1,500	1,285	1,500	1,500	-	0.00%	Ballots, pay for election workers, piggyback with school elections	1,496	
28	210-41320.835	Holiday Expense/Employee Appre	815	1,290	200	1,300	1,038	835	2,600	1,765	211.38%	Repurpose this account for all employer sponsored employee events and team building - employee appreciation, inservice costs	836	
29	210-41320.891	Capital Outlay	1,139	1,735	-	-	-	-	-	-	n/a		718	
30	210-41320.892	Transfer to Town for Benes	-	27,950	-	-	-	-	-	-	n/a		6,987	
31			538,476	601,544	471,850	467,906	530,688	465,314	473,693	8,379	1.80%		535,639	

	A	B	F	H	I	J	K	O	P	Q	R	S
1												
2												11/25/2019
3												
	Account Number	Account Name	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual
4	210-41941.020	Water/Sewer - 2 Lincoln Street	992	838	1,000	933	1,000	1,000	-	0.00%		921
5	210-41941.021	Water/Sewer - Brownell Library	837	614	900	704	900	900	-	0.00%		718
6	210-41941.022	Water/Sewer - Village Fire Station	603	484	610	564	500	500	-	0.00%		550
7	210-41941.023	Water/Sewer - Park Street School	-	600	575	1,037	650	650	-	0.00%		546
8	210-41941.026	Water/Sewer - Maple Street Park and Pool	-	5,048	4,296	4,811	5,199	5,200	1	0.02%		3,286
9		Water/Sewer Subtotal	2,432	7,584	7,381	8,049	8,249	8,250	1	0.01%		4,516
10									-			
11	210-41942.020	Repair & Maintenance Buildings - 2 Lincoln Street	10,825	12,048	11,500	8,509	11,800	11,800	-	0.00%	Maint Bldg/Grnd + Rubbish Removal	10,461
12	210-41942.021	Repair & Maintenance Buildings - Brownell Library	25,956	24,415	22,625	20,745	24,625	28,625	4,000	16.24%	Maint Bldg/Grnd + Alarm Maint; Painting and Misc, \$4k	23,705
13	210-41942.022	Repair & Maintenance Buildings - Village Fire Station	11,250	5,037	6,000	5,028	6,000	12,000	6,000	100.00%	HVAC Repair \$3k; Painting \$3k	7,105
14	210-41942.023	Repair & Maintenance Buildings - Park Street School	-	794	600	520	600	600	-	0.00%	Rubbish Removal	438
15	210-41942.026	Repair & Maintenance Buildings - Maple Street Park and Pool	-	3,600	3,600	3,600	3,600	3,600	-	0.00%	Rubbish Removal	2,400
16		Repair & Maintenance Subtotal	48,031	45,894	44,325	38,402	46,625	56,625	10,000	21.45%		33,082
17									-			
18	210-41943.020	Contractual Services - 2 Lincoln Street	8,857	8,592	9,000	9,125	9,000	9,000	-	0.00%	Cleaning	8,858
19	210-41943.021	Contractual Services - Brownell Library	29,213	30,493	34,000	31,839	34,000	34,000	-	0.00%	Cleaning	30,515
22	210-41943.026	Contractual Services - Maple Street Park and Pool	-	-	-	-	19,200	21,840	2,640	13.75%	Cleaning	-
23		Contractual Services Subtotal	38,070	39,085	43,000	40,964	62,200	64,840	2,640	4.24%		29,530
24									-			
25	210-41944.022	Gasoline - Village Fire Station	3,656	5,001	6,000	6,830	6,000	6,000	-	0.00%		5,162
26	210-41944.022	Gasoline - Maple Street Park and Pool	-	3,184	2,923	2,425	3,101	3,101	-	0.00%		1,870
27		Gasoline Subtotal	3,656	8,185	8,923	9,255	9,101	9,101	-	0.00%		5,274
28									-			

	A	B	F	H	I	J	K	O	P	Q	R	S
1												
2												11/25/2019
3	Account Number	Account Name	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual
29	210-41945.020	Telephone - 2 Lincoln Street	3,562	3,545	3,676	3,249	3,676	3,700	24	0.65%	Land lines and internet from Admin and LH & Com Dev	3,452
30	210-41945.021	Telephone - Brownell Library	1,213	1,307	1,200	1,218	1,400	1,500	100	7.14%		1,246
31	210-41945.022	Telephone - Village Fire Station	2,115	2,115	2,115	2,115	2,115	2,115	-	0.00%	Internet and Land lines - not cell phones and cable TV	2,115
32	210-41945.023	Telephone - Park Street School	-	-	-	-	2,520	2,550	30	1.19%		-
33	210-41945.026	Telephone - Maple Street Park and Pool	-	-	-	-	5,340	5,350	10	0.19%		-
34		Telephone Subtotal	6,890	6,967	6,991	6,582	15,051	15,215	164	1.09%		5,110
35									-			
36	210-41946.020	General Supplies - 2 Lincoln Street	2,992	2,402	2,000	1,505	2,000	2,000	-	0.00%	toilet paper, paper towels, garbage bags etc	2,300
38	210-41946.022	General Supplies - Village Fire Station	2,000	2,000	2,000	2,000	2,000	2,000	-	0.00%	Estimate out of Fire Supplies line item	2,000
41		General Supplies Subtotal	4,992	4,402	4,000	3,505	4,000	4,000	-	0.00%		3,225
42									-			
43	210-41947.020	Electricity - 2 Lincoln Street	7,067	6,837	7,500	7,172	7,500	7,500	-	0.00%		7,025
44	210-41947.021	Electricity - Brownell Library	14,990	14,255	15,250	13,752	15,000	15,000	-	0.00%		14,332
45	210-41947.022	Electricity - Village Fire Station	7,067	6,837	7,300	7,172	7,300	7,300	-	0.00%		7,025
46	210-41947.023	Electricity - Park Street School	-	3,525	4,000	3,941	4,000	4,000	-	0.00%		2,489
47	210-41947.026	Electricity - Maple Street Park and Pool	-	33,927	29,852	32,982	30,489	30,500	11	0.04%		22,303
48		Electricity Subtotal	29,124	65,381	63,902	65,019	64,289	64,300	11	0.02%		39,881
49									-			
50	210-41948.020	Natural Gas - 2 Lincoln Street	5,217	5,530	6,400	5,855	6,400	6,400	-	0.00%		5,534
51	210-41948.021	Natural Gas - Brownell Library	6,144	5,905	7,400	6,094	7,400	7,400	-	0.00%		6,048
52	210-41948.022	Natural Gas - Village Fire Station	3,917	4,647	4,800	4,409	4,800	4,800	-	0.00%		4,324
53	210-41948.023	Natural Gas - Park Street School	-	3,211	2,500	3,229	3,300	3,300	-	0.00%		2,147
54	210-41948.026	Natural Gas - Maple Street Park and Pool		7,640	5,574	5,049	6,960	6,960	-	0.00%		6,344
55		Natural Gas Subtotal	15,278	26,933	26,674	24,637	28,860	28,860	-	0.00%		16,712
56									-			
57	210-41949.020	Capital Outlay - 2 Lincoln Street	3,058	5,237	-	-	2,000	2,000	-	0.00%	Office Rearrangement	2,765
62		Capital Outlay Subtotal	3,058	5,237	-	-	2,000	2,000	-	0.00%		2,074
63									-			
64			151,531	209,668	205,196	196,413	240,375	253,191	12,816	5.33%		139,403

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Community Development Department FY21 Budget Summary													
2														11/21/2019
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget		FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual
4	210-41970.110	Salaries - Regular	133,555	137,901	141,467	145,419	146,044	151,846		157,800	5,954	3.92%		139,742
5	210-41970.130	Salaries - Overtime	-	-	-	-	125	-		-	-	n/a		31
6	210-41970.210	Health Ins & Other Benefits	29,598	29,306	33,885	32,128	19,853	23,680		24,636	956	4.04%		28,161
7	210-41970.220	Social Security	10,618	10,934	11,208	11,454	11,726	11,616		12,072	456	3.93%		11,121
8	210-41970.230	Retirement	13,361	13,643	14,070	14,542	14,544	15,185		15,780	595	3.92%		13,904
9	210-41970.310	Board Member Fees	3,300	3,350	3,300	3,600	3,450	3,600		3,600	-	0.00%	\$75/qtr for PC and Zoning board	3,350
10	210-41970.320	Legal Services	5,862	1,914	1,327	12,000	740	12,000		12,000	-	0.00%	Legal services for code enforcement; LDC update starting	2,461
11	210-41970.330	Other Professional Services	10,174	-	-	6,000	11,511	6,000		10,000	4,000	66.67%	LDC has to be done every 5 years and Village is due Dec 2021	5,421
12	210-41970.340	Computer Expenses	2,941	2,875	2,507	-	-	-		-	-	n/a		2,081
13	210-41970.500	Training, Conferences, Dues	1,510	1,833	891	3,000	918	2,000		4,000	2,000	100.00%	New industry standards and methods causing increase in conferences and related travel	1,288
14	210-41970.530	Communications	1,907	817	824	1,500	1,320	2,000		2,000	-	0.00%		1,217
15	210-41970.535	Telephone Services	567	567	567	567	575	567		600	33	5.82%	Director Cell phone only - land line to buildings	569
16	210-41970.536	Postage	459	624	320	700	156	700		700	-	0.00%		390
17	210-41970.550	Printing and Advertising	3,099	2,227	1,137	3,000	1,128	3,000		2,500	(500)	-16.67%		1,897
18	210-41970.575	Recording Fees	150	-	-	-	-	-		-	-	n/a		38
19	210-41970.580	Travel	2,400	2,879	2,675	2,400	2,496	2,600		2,600	-	0.00%		2,612
20	210-41970.610	Supplies	1,952	1,460	1,022	2,000	1,019	2,000		2,000	-	0.00%		1,363
21	210-41970.700	Bike/Walk Committee	-	-	-	5,000	1,461	7,000		7,000	-	0.00%		365
22	210-41970.891	Capital Outlay	1,451	-	-	-	-	1,500		-	(1,500)	-100.00%		363
23			222,904	210,328	215,201	243,310	217,065	245,294		257,288	11,994	4.89%		216,374

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Village Debt Service FY21 Budget Summary													
2														11/21/2019
	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget		FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual
3														
4	210-47116.000	Capital Improvements Principal	141,900	128,535	135,135	135,135	135,135	135,135		135,135	-	0.00%		135,176
5	210-47216.000	Capital Improvements Interest	81,526	70,929	75,030	73,060	73,060	70,582		67,599	(2,983)	-4.23%		75,136
6	210-47117.000	Parks & Rec Principal			105,000	105,000	105,000	105,000		-	(105,000)	-100.00%		105,000
7	210-47217.000	Parks & Rec Interest			(156)	4,788	4,788	2,843		-	(2,843)	-100.00%		2,316
8			223,426	199,464	315,009	317,983	317,983	313,560		202,734	(110,826)	-35.34%		263,971

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Economic Development Department FY21 Budget Summary													
2														11/21/2019
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget		FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual
4	210-41335.110	Salaries - Regular	28,269	29,342	30,613	32,135	10,774	-		-	-	n/a	Staff costs moved to Admin	24,749
5	210-41335.130	Salaries - Overtime	-	-	149	-	45	-		-	-	n/a		49
6	210-41335.140	Salaries - Part Time	5,850	5,400	1,125	4,950	2,700	-		-	-	n/a	Farmers Mkt Corp Disolved	3,769
7	210-41335.210	Health Ins & Other Benefits	14,959	15,003	17,118	28,513	11,806	-		-	-	n/a		14,722
8	210-41335.220	Social Security	2,404	2,272	2,382	2,837	855	-		-	-	n/a		1,978
9	210-41335.230	Retirement	2,843	2,934	3,058	3,214	1,078	-		-	-	n/a		2,478
10	210-41335.810	Community Events & Programs	3,311	4,074	2,933	8,280	7,175	10,850		10,000	(850)	-7.83%	Arts/Culture Events	4,373
11	210-41335.811	Annual Support of Organizations	7,585	7,590	7,581	9,000	7,530	9,500		9,500	-	0.00%	Essex Rescue; GBIC; LCRCC; Preservation Trust; CCRPC	7,572
12	210-41335.812	New Programs	-	2,500	1,500	2,500	-	2,500		2,500	-	0.00%		1,000
13	210-41335.813	Matching Grant Funds	555	1,500	8,589	20,000	20,082	20,000		20,000	-	0.00%	Use for matching grants	7,682
14	210-41335.835	Block Party Expense	3,002	7,824	6,919	7,000	7,956	7,500		7,500	-	0.00%	Run by EJRP	6,425
15	210-41335.891	Capital Outlay	1,160	2,218	-	-	-	-		-	-	n/a		844
16			69,939	80,657	81,967	118,429	70,001	50,350		49,500	(850)	-1.69%		75,641

	A	B	G	I	J	K	N	O	P	Q	R	S
1	EJRP FY21 Budget Summary											
2												11/21/2019
3	Account Number	Account Name	FY18 Budget	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4		ADMINISTRATION										
5	210-45110.110	Salaries - Regular	204,759	217,566	220,090	234,240	244,792	10,552	4.50%	Caitlin, Brad, Kirsten, 50% Pat	211,547	
6	210-45110.140	Salaries - Part Time	7,385	7,076	3,811	8,800	-	(8,800)	-100.00%	Moved to .330; for a full 52 weeks instead of 44; hired at \$25/hr instead of \$20	4,853	
7	210-45110.210	Health Ins & Other Benefits	74,554	107,123	100,476	112,676	125,468	12,792	11.35%		88,734	
8	210-45110.220	Social Security	16,229	17,185	17,328	18,593	18,727	134	0.72%		16,752	
9	210-45110.230	Retirement	20,477	24,234	24,503	26,003	27,182	1,179	4.53%		23,543	
10	210-45110.291	Health Imp Programs	1,400	-	-	-	-	-	n/a		1,028	
11	210-45110.330	Other Professional Services	14,500	8,220	11,155	8,220	21,742	13,522	164.50%	Online timesheets software subscription, consultants/professionals throughout the year as needed, Communications Coordinator. Communications Coordinator expense increased due to A) only being needed last fiscal year for 44 weeks and B) contracted rate slightly higher than budgeted.	11,138	
12	210-45110.340	Computer Expenses	9,350	9,120	9,995	9,540	3,540	(6,000)	-62.89%	\$6k moved to Town IT budget for O365 and Gsuite	10,186	
13	210-45110.500	Training, Conferences, Dues	9,784	9,988	10,796	10,288	8,453	(1,835)	-17.84%	Membership Dues - VRPA, NRPA, Costco, Free Press; Tuition reimbursement for Director, Program Director - Community Outreach, Program Director - Sports & Fitness, and Office Coordinator (Budgeted 3 @ 3 credits each)	10,740	
14	210-45110.530	Communications	17,500	12,500	11,187	8,000	7,851	(149)	-1.86%	Recreation registration software - RecTrac and WebTrac from Vermont Systems, and marketing/communications softare - Canva, Hootsuite, Mailchimp, WooBox.	12,461	
15	210-45110.535	Telephone Services	6,000	3,600	3,688	3,960	1,980	(1,980)	-50.00%	Admin Cell Phones	2,978	
16	210-45110.550	Printing & Advertising	3,460	3,639	2,602	3,500	3,000	(500)	-14.29%		2,765	
17	210-45110.610	Supplies	6,004	5,000	5,374	5,000	5,000	-	0.00%		5,182	
18	210-45110.813	Scholarships	5,000	4,000	4,000	4,000	4,000	-	0.00%		4,500	

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1	EJRP FY21 Budget Summary											
2												11/21/2019
3	Account Number	Account Name	FY18 Budget	FY19 Budget	FY19 Actual	FY20 Budget		FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual
19		PARKS and FACILITIES										
20	210-45220.110	Salaries - Regular	60,250	93,636	98,740	101,109		105,360	4,251	4.20%		81,733
21	210-45220.140	Salaries - Part Time	44,697	24,977	19,428	20,500		22,798	2,298	11.21%	Change in pay rates - change in minimum wage driving it, expecting VT minimum wage to go to \$15/hour.	38,427
22	210-45220.210	Health Ins & Other Benefits	18,624	21,775	19,391	26,097		27,076	979	3.75%		17,038
23	210-45220.220	Social Security	8,028	9,074	9,217	9,303		9,804	501	5.39%		9,294
24	210-45220.230	Retirement	6,025	9,364	9,708	10,111		10,536	425	4.20%		8,032
25	210-45220.291	Health Imp Programs	350	-	-	-		-	-	n/a		-
26	210-45220.330	Other Professional Services	29,590	14,710	18,777	5,725		6,100	375	6.55%	Grounds maintenance, irrigation repairs & maintenance, vehicle maintenance and repair.	15,503
27	210-45220.434	Maintenance - Buildings/Grounds	10,694	9,996	12,861	11,073		11,739	666	6.01%		12,219
28	210-45220.441	Land Lease	500	500	500	500		500	-	0.00%	IBM property lease - part of lower field at Maple Street Park	500
29	210-45220.442	Equipment Rental	7,500	7,300	5,872	1,800		1,980	180	10.00%	Equipment rentals for park maintenance; port-o-lets for Cascade Park and Dog Park	6,895
30	210-45220.500	Training, Conferences, Dues	1,887	1,990	2,065	4,144		4,302	158	3.81%		1,033
31	210-45220.610	Supplies	12,162	12,250	18,858	14,685		16,489	1,804	12.28%		18,652
32			596,709	634,823	640,424	657,867		688,419	30,552	4.64%		410,489

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1	Finance Department FY21 Budget Summary													
2														11/21/19 1:00 PM
	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 year Average Actual	
3	210-41510.110	Salaries - Regular						52,327	56,246	3,919	7.49%		#DIV/0!	
4	210-41510.130	Salaries - Overtime						2,500	2,750	250	10.00%		#DIV/0!	
5	210-41510.210	Group Insurance						6,334	6,365	31	0.49%		#DIV/0!	
6	210-41510.220	Social Security						4,221	4,513	292	6.92%		#DIV/0!	
7														
8	210-41510.226	Workers Comp Insurance	3,233	2,808	5,705	11,950	16,336	6,154	16,500	10,346	168.12%	All WC insurance expense here except: Highways, Stormwater, Fire and Enterprise Funds; FY20 budget had calculation error	7,020	
9	210-41510.230	Retirement						5,283	5,625	342	6.47%		#DIV/0!	
10	210-41510.250	Unemployment Insurance	1,643	975	1,516	3,672	2,181	1,520	1,520	-	0.00%	All Unemployment insurance expense here except: Highways, Stormwater, and Enterprise Funds	1,579	
11	210-41510.290	Other Employee Benefits								-	n/a		#DIV/0!	
12	210-41510.335	Audit		5,746	6,064	6,160	7,315	6,256	7,500	1,244	19.88%		6,375	
13	210-41510.521	Liability & Property Ins	34,102	40,952	62,069	46,599	52,430	62,689	63,000	311	0.50%	All property and liability insurance here except: Highways, Stormwater, and Enterprise Funds	47,388	
14	210-41510.522	Public Officials Liability	12,078	12,531	11,912	11,454	10,630	12,031	12,000	(31)	-0.26%	Covers Trustees and PC	11,788	
15	210-41510.560	Dues/Subscriptions/Meetings						170	250	80	47.06%		#DIV/0!	
16	210-41510.570	Other Purchased Services						768	4,895	4,127	537.37%	ClickTime \$80/month, move ReadSoft here from Admin \$1795; NEW: Budgeting Software \$2,140/yr	#DIV/0!	
17	210-41510.580	Travel						100	100	-	0.00%		#DIV/0!	
18	210-41510.610	General Supplies						150	150	-	0.00%		#DIV/0!	
19			51,056	63,011	87,264	79,835	88,892	160,503	181,414	20,911	13.03%		72,556	

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1	Fire Department FY21 Budget Summary													
2														11/21/19 1:01 PM
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4	210-42220.140	Salaries - Firefighters	133,620	150,636	174,166	189,000	192,350	206,000	186,000	(20,000)	-9.71%	Est. 900 hours x \$17/hr average x 12 Months. Cancelled the automatic mutual aid to building alarms, decrease call volume	162,693	
5	210-42220.200	Employee Assistance Program	864	864	864	864	864	864	864	-	0.00%		864	
6	210-42220.210	Accident & Disability Ins	3,600	3,620	3,592	3,600	3,549	3,600	3,600	-	0.00%		3,590	
7	210-42220.220	Social Security	10,190	11,289	13,498	14,510	14,095	15,392	14,436	(956)	-6.21%	Gym membership incentive is taxable income, FICA/MEDI on \$2700 included here	12,268	
8	210-42220.260	Worker's Compensation Ins	22,962	23,557	24,201	32,130	30,760	28,624	30,050	1,426	4.98%		25,370	
9	210-42220.432	Vehicle Maintenance	23,007	20,825	42,530	18,000	19,816	18,000	25,000	7,000	38.89%		26,544	
10	210-42220.443	Radio Maintenance	1,425	2,760	1,896	1,800	8,195	6,000	7,250	1,250	20.83%		3,569	
11	210-42220.500	Training, Conferences, Dues	2,657	3,915	4,225	4,000	4,281	4,000	4,000	-	0.00%		3,769	
12	210-42220.535	Telephone Services	1,405	1,492	1,803	1,885	1,916	2,600	2,600	-	0.00%	Cell phones and cable; moved 2,115 to buildings	1,654	
13	210-42220.566	Physical Exams	7,112	6,456	7,820	6,600	3,060	6,800	9,500	2,700	39.71%	NEW: Gym membership incentive.	6,112	
14	210-42220.570	Maintenance Other	18,285	10,923	13,610	15,000	14,440	15,000	15,000	-	0.00%		14,314	
15	210-42220.578	Emergency Generator Maint.	480	739	1,288	480	1,871	480	480	-	0.00%		1,095	
16	210-42220.610	Supplies	4,721	395	1,474	1,000	1,232	1,000	1,000	-	0.00%		1,956	
17	210-42220.611	New Equipment - Radios	2,195	-	-	1,500	910	1,500	1,500	-	0.00%		776	
18	210-42220.612	Uniforms, Boots, etc.	18,564	21,913	26,630	23,000	18,641	24,000	25,000	1,000	4.17%		21,437	
19	210-42220.615	EMS Supplies	684	860	402	1,000	792	1,000	1,000	-	0.00%		684	
20	210-42220.838	Fire Prevention	2,018	1,931	1,772	2,000	2,038	2,000	2,100	100	5.00%		1,940	
21	210-42220.889	Routine Equipment Purchase	14,802	15,288	6,995	15,000	13,488	15,000	17,500	2,500	16.67%		12,643	
22			268,592	277,460	326,765	331,369	332,296	351,860	346,880	(4,980)	-1.42%		301,278	

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Highway Department Village FY21 Budget Summary													
2													11/25/19 2:14 PM	
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4	210-43110.110	Salaries - Regular	151,216	153,903	166,532	173,146	173,522	182,235	190,202	7,967	4.37%		161,293	
5	210-43110.130	Salaries - Overtime	11,919	16,398	19,687	17,278	15,754	17,300	18,300	1,000	5.78%		15,940	
6	210-43110.140	Salaries - Part Time	20,058	22,973	19,379	23,573	16,729	26,981	27,388	407	1.51%		19,785	
7	210-43110.210	Health Ins & Other Benefits	51,946	51,752	58,555	72,154	69,711	75,918	78,989	3,071	4.05%		57,991	
8	210-43110.220	Social Security	13,846	14,967	15,845	16,448	15,935	17,328	18,046	718	4.14%		15,148	
9	210-43110.226	Workers Comp Insurance	13,464	12,451	18,099	13,985	13,963	20,275	20,275	-	0.00%		14,494	
10	210-43110.230	Retirement	15,453	15,891	16,900	17,315	17,486	18,235	19,020	785	4.30%		16,432	
11	210-43110.250	Unemployment Insurance	494	240	88	300	199	100	300	200	200.00%		255	
												Formerly Engineering Services; General engineering overview as deemed necessary; General map updates - street and storm		
12	210-43110.330	Professional Services	33,402	18,841	21,202	10,000	17,448	15,000	16,000	1,000	6.67%		22,723	
13	210-43110.410	Water and Sewer Charge	1,647	2,325	1,648	2,100	2,317	2,000	2,500	500	25.00%		1,984	
												Repair, maintenance, replacement parts for: 4 pickup trucks, 5 dump trucks, 1 loader, 1 air compressor and jackhammer, 1 roller, 2 flatbed trailers, 1 Street sweeper, plow equipment mechanical systems (not including cutting edges)		
14	210-43110.432	R&M Services - Vehicles	17,704	37,213	28,251	25,000	33,502	26,500	28,000	1,500	5.66%		29,168	
15	210-43110.433	R&M Supplies - Vehicles								-	n/a		#DIV/0!	
												Maintenance to the Garage and Pole Barn structures, Lighting, Overhead door maintenance/repair, Building general improvements and unspecified repairs/maint. to structure, electrical system, etc.		
16	210-43110.434	Maintenance of Buildings and Grounds	4,698	4,650	3,422	5,000	6,274	10,000	10,000	-	0.00%		4,761	
17	210-43110.441	Right of Way Agreements	10,325	10,163	11,643	12,472	11,922	12,890	12,890	-	0.00%	Leases with RR for parking lots and multi-use path	11,013	
18	210-43110.442	Equipment Rentals	5,081	12,046	3,059	8,000	2,211	2,500	3,000	500	20.00%	Pager annual fee; specialized equipment rental; GPS rentals	5,599	
19	210-43110.500	Training, Conferences, Dues	499	211	370	500	339	500	500	-	0.00%		355	
20	210-43110.521	Liability & Property Insurance	14,448	15,818	11,551	12,288	11,840	11,667	13,750	2,083	17.85%		13,414	
21	210-43110.530	Communications	3,230	3,991	2,741	4,000	3,308	3,500	3,800	300	8.57%	Radio maintenance, phone service, cell service, ipad data	3,318	
22	210-43110.565	Rubbish Removal	6,694	8,131	7,482	8,000	9,139	8,500	9,000	500	5.88%	PW Dumpster, 5 in RR Ave Area, 2 in Main St. area	7,862	
23	210-43110.572	Advertising and Interview Costs	435	189	196	500	343	500	500	-	0.00%		291	
24	210-43110.573	Accident Claims	1,149	1,000	1,049	1,000	1,096	1,000	1,000	-	0.00%		1,074	
25	210-43110.610	General Supplies	29,609	31,072	32,004	24,000	37,786	24,000	26,000	2,000	8.33%		32,618	
26	210-43110.612	Uniforms	5,481	5,290	5,963	6,000	8,594	6,000	6,500	500	8.33%		6,332	
27	210-43110.622	Electrical Service	3,167	3,478	3,350	4,000	3,661	4,200	4,200	-	0.00%		3,414	
28	210-43110.623	Heating/Natural Gas	2,830	3,185	3,731	4,000	3,390	4,000	4,000	-	0.00%		3,284	
29	210-43110.626	Vehicle Fuel	18,707	26,243	34,149	30,000	37,295	35,000	38,000	3,000	8.57%		29,099	
30	210-43110.891	Capital Outlay	7,747	-	-	6,000	3,139	10,000	14,000	4,000	40.00%		2,722	
31	210-43115.610	Street Lights Supplies/Maint.	7,590	15,163	5,543	12,000	7,941	12,000	12,000	-	0.00%		9,059	

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32	210-43115.622	Electricity - Street/Traffic Lights	128,650	124,940	128,085	128,200	130,835	128,200		132,000	3,800	2.96%		128,127
33	210-43117.000	Streetscape Maintenance	22,118	18,703	23,324	13,500	17,072	18,500		11,500	(7,000)	-37.84%	Streetscape maintenance \$6k, garden spots \$3k, \$2,500 for Emerald Ash Borer work PW will do some of the removals	20,304
34	210-43161.003	Tree Advisory Committee				10,000	7,812	10,000		10,000	-	0.00%	Maintain Tree Committee account even though it doesn't align	
35	210-43120.570	Summer Constr - Purchased Services	31,275	166,758	187,753	225,000	188,895	210,000	*	255,800	45,800	21.81%	Have to pave West Street, will go for the grant again; add additional FY19 authorized	143,670
36	210-43120.610	Summer Constr - Supplies	18,821	4,134	7,250	9,000	13,295	24,000		24,000	-	0.00%	Pavement repairs/patching; signs, posts; gravel, topsoil	10,875
37	210-43123.730	Traffic Control	11,963	9,102	24,106	13,000	21,087	13,500		16,000	2,500	18.52%	Working toward \$22k to contract for line striping	16,564
38	210-43124.570	Sidewalk and Curb Maintenance	4,661	1,296	4,498	5,000	5,338	5,000		5,500	500	10.00%		3,948
39	210-43125.570	Winter Maint - Purchased Services	6,838	21,077	15,370	20,000	35,895	20,000		20,000	-	0.00%	Contractor fees for snow removal; SeeClickFix \$2,500	19,795
40	210-43125.610	Winter Maint - Supplies	78,688	113,674	141,289	118,000	179,055	121,000		125,000	4,000	3.31%	Salt, Liquid Calcium Chloride, Winter Sand, Calcium Chloride Flake, Weathering Monitoring System	128,177
41	210-43150.430	Storm Sewer Maintenance	18,427	8,500	14,173	30,000	24,002	15,000		15,000	-	0.00%	Repair and maintenance on storm drain system. New installations storm pipe and manholes	16,275
42	210-43151.110	Stormwater Salaries	41,201	40,901	41,884	44,011	44,793	45,487		47,232	1,745	3.84%		42,195
43	210-43151.210	Stormwater Health and Other Ins	7,829	7,766	8,986	10,305	10,292	12,298		12,815	517	4.20%		8,718
44	210-43151.220	Stormwater Social Security	3,151	3,132	3,215	3,390	3,427	3,480		3,613	133	3.82%		3,231
45	210-43151.226	Stormwater Workers Comp	2,017	2,023	2,942	2,220	3,229	3,228		3,438	210	6.52%		2,553
46	210-43151.230	Stormwater Retirement	4,002	3,916	2,674	4,401	4,458	4,549		4,723	174	3.83%		3,763
47	210-43151.250	Stormwater Unemployment	36	32	4	40	41	5		30	25	500.00%		28
48														
49			832,516	1,013,539	1,097,992	1,145,126	1,214,370	1,182,376		1,264,811	82,435	6.97%		1,039,604
50														
51							Highway only:	1,113,329		1,192,960	7.2%	79,631		
52							Stormwater only:	69,047		71,851	4.1%	2,804		
53														
54														
55	* The FY20 Town budget included an additional \$35,801 to the Village for paving increasing the overall Village Highway expense and the Funding from Town of Essex Lines; this was added at Town Meeting which was too late to amend the Village													
56	budget. These amounts have been included in the base used for FY21 budget, inflating the percentage increase													

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Brownell Library FY21 Budget Summary													
2													11/21/19 1:04 PM	
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4	210-45551.110	Salaries - Regular	289,742	306,743	296,896	319,700	317,940	328,509	328,850	341	0.10%	FY20 retirement; estimated replacement at \$22/hr	302,830	
5	210-45551.140	Salaries - Part Time	94,186	101,249	100,201	103,632	104,045	107,654	108,415	761	0.71%		99,920	
6	210-45551.210	Health Insurance & Other Benefits	92,376	87,266	104,160	107,125	101,842	119,148	134,104	14,956	12.55%	FY20 retirement; estimated replacement at 2 person level coverage	96,411	
7	210-45551.220	Social Security	29,043	31,279	30,451	32,458	32,331	33,336	33,451	115	0.34%		30,776	
8	210-45551.230	Retirement	28,459	27,910	29,181	31,970	31,446	32,537	32,580	43	0.13%		29,249	
9	210-45551.340	Computer Expenses	2,527	3,866	2,567	4,000	3,878	4,000	4,000	-	0.00%		3,209	
10	210-45551.442	Rental of Equipment				-		-	1,500	1,500	n/a	Copier expenses - recently added to departments; Brownell previously owned copier outright; FY19 expenses in another account		
11	210-45551.500	Training, Conferences, Dues	2,478	1,585	3,675	4,000	1,408	4,000	4,000	-	0.00%		2,287	
12	210-45551.530	Technical Access	4,831	5,192	5,822	7,700	5,332	6,200	7,700	1,500	24.19%	Databases, ILS and GMLC Overdrive memberships/services and internet connection fees.	5,294	
13	210-45551.536	Postage/Delivery	2,962	2,151	2,839	3,500	1,654	3,500	2,500	(1,000)	-28.57%		2,402	
14	210-45551.572	Interview costs	409	575	774	500	434	500	700	200	40.00%		548	
15	210-45551.574	Volunteer Expenses	410	645	662	800	623	800	800	-	0.00%	volunteer acknowledgement program - 70+ volunteers	585	
16	210-45551.610	Supplies	12,362	11,528	12,859	13,000	9,481	14,000	13,500	(500)	-3.57%		11,557	
17	210-45551.640	Adult Collection	31,595	32,964	36,845	38,500	38,492	40,000	41,500	1,500	3.75%	Increase reflective of additional e-materials being purchased for better service to Brownell patrons with Overdrive	34,974	
18	210-45551.641	Juvenile Collection	16,197	13,552	14,262	19,250	19,984	20,000	20,750	750	3.75%	Adantage program, part of statewide overdrive	15,999	
19	210-45551.677	Computer Replacement	8,064	7,179	7,509	8,000	6,373	8,000	8,000	-	0.00%	downloadable book service	7,281	
20	210-45551.836	Adult Programs	193	351	904	1,000	922	1,000	1,000	-	0.00%		592	
21	210-45551.837	Childrens Programs	2,819	3,071	2,169	4,500	4,118	4,500	4,500	-	0.00%		3,044	
22	210-45551.891	Capital Outlay	-	6,534	3,810	4,000	3,767	4,000	4,000	-	0.00%		3,528	
23			618,652	643,639	655,585	703,635	684,070	731,684	751,850	20,166	2.76%		650,487	

	A	B	D	F	H	I	J	K	N	O	P	Q	S	T
1	Transfers and Misc. FY21 Budget Summary													
2														11/21/2019
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget Proposal	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4	210-49100.030	Capital Fund Contribution	516,824	274,961	391,582	317,751	317,751	365,414	401,955	36,541	10%	Capital Committee Recommends a 15% increase	375,280	
5	210-49100.031	Rolling Stock Fund Contribution	193,624	203,624	213,624	223,624	223,624	233,700	243,700	10,000	4%		208,624	
6	210-49100.040	Transfer for Building Maintenance	-	83,000	50,000	50,000	50,000	50,000	75,000	25,000	50%		45,750	
7	210-49100.802	Employee Termination Benefits	-	5,000	5,000	5,000	5,000	5,000	5,000	-	0%		3,750	
8	210-49101.030	Transfer to Parks & Rec Capital Reserve	-	-	109,652	110,700	110,700	111,616	148,757	37,141	33%	Approx 1 penny on the grand list	55,088	
9	210-49101.031	Half Penny for Ladder Truck Note	50,000	50,000	-	-		-	-	-	n/a		33,333	
10	Total		760,448	616,585	769,858	707,075	707,075	765,730	874,412	108,682	14%		713,492	

	A	B	D	F	H	I	J	K	N	O	P	Q	S	T
14	Grants and Unanticipated Village FY21 Budget Summary													
15														11/21/2019
16	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget Proposal	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
17	210-49340.000	Grants & Donation Expenses	18,776	59,036	17,029	-	9,783	-	-	-	n/a		26,156	
18	210-49346.001	Library Replacement Expenses	1,986	1,432	2,981	-	2,005	-	-	-	n/a		2,101	
19	Total		20,763	60,469	20,010	-	11,788	-	-	-	n/a		33,747	

Capital Funds

GENERAL FUND CAPITAL RESERVE PLAN

Updated

11/25/2019

Rev.		15% increase per year													
PROJECTS FUNDED BY VILLAGE \$ ONLY	Rank	Ref. #	Project Total	Date of Est	Estimated \$	Prior	FY19	FY20	FYE21	FYE22	FYE23	FYE24	FYE25	FYE26	Future
Railroad Ave. Waterline So. of Lincoln Pl. to Central Ave.	77	W	108,225			8,240	54	98,979							
Greenwood Ave. Drainage Course Improvements	Done		115,481			46,413	22,655								
South St. Drainage	86		645,840	08/06/18	542,937	5,012	7,299			628,517					
Facilities Assessment			10,000					10,000							
Lamoille Water Line Replacement	70	W	583,185	05/01/18	495,940			42,160	541,025						
Iroquois Ave Road and Waterline rebuild	72	W	1,728,634	08/06/18	1,358,817						111,976	1,616,658			
Rosewood Lane Sidewalk/Roadway Reconstruction	62		1,672,265	08/27/18	1,288,367								127,897	1,544,367	
North St. Roadway and Waterline	60		1,903,505	05/01/17	1,288,367										1,903,505
Pleasant St. Road Reconstruction	57		1,557,433	08/06/18	1,054,132										1,557,433
Pearl St. Lighting & Sidewalk Wiley's Ct. to West st.	55		2,401,126	05/01/17	1,547,787										2,401,126
West St. Sidewalk South St. to Clems Dr.	55		1,039,466	05/01/17	670,049										1,039,466
West St. & West St. Ext. Intersection Improvements	54		128,790	05/01/17	83,019										128,790
Main St. Sidewalk & Lighting Bridge to Crestview	46		421,077	05/01/17	271,430										421,077
Densmore Dr. Culvert & partial Road Reconstruction	46		719,754	05/01/17	463,960										719,754
Lincoln Hall Parking Lot	45		65,292	05/01/17	42,088										65,292
Main St. Drainage Curb & Sidewalk Pleasant to Bridge	41		786,716	05/01/17	507,124										786,716
Abnaki Road Reconstruction	39		515,334	05/01/17	332,189										515,334
Pearl Sidewalk West St. to Susie Wilson	63	W	1,407,672	05/01/17	907,397										1,407,672
Orchard Terrace Sidewalk Replacement	39		271,360	05/01/17	174,921										271,360
Totals Project Funded by Village \$ Only						59,665	30,008	151,138	541,025	628,517	111,976	1,616,658	127,897	1,544,367	11,217,525
PROJECTS FUNDED BY GRANTS															
Stormwater Grants Summary		1	293,110			32,854	86,923	366,823							
Various Vtrans Grants			(293,110)												
Cost to Village (match paid by Town)			0												
Densmore Dr. Culvert Replacement Study		2	15,560				228	15,332							
Municipal Water Quality Asst.-FY19 UPWP Grant			(12,448)												
Densmore Dr. Culvert Study Net Cost to Village			3,112												
Main St. Pedestrian Bridge		3	166,808			65,386	105,388								
Vtrans Stuctures Grant			(150,127)												
Main St. Pedestrian Bridge Net Cost to Village			16,681												
Crescent Connector Park St. to Main St.			4,590,000			1,149,447	834,370	2,262,709							
Fed & State Grants		4	(4,500,000)												
Crescent Connector Net Cost to Village			90,000												
Pearl St. Missing Link Project		5	2,564,039			2,292,003	155,180	91,854							
Federal & State Grants through CCRPC & Vtrans			(2,500,000)												
Pearl St. Missing Link Net Cost to Village			64,039												
Totals Project Funded by Grants Awarded						1,182,088	2,736,718	0	0	0	0	0	0	0	0
Total Cost of all Projects Funded by Village \$ Only and Grants						1,212,096	2,887,857	541,025	628,517	111,976	1,616,658	127,897	1,544,367	11,217,525	

GENERAL FUND CAPITAL RESERVE FUNDING & FUND BALANCE

						Prior	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
Beginning Fund Balance							439,622	403,011	1,253,235	1,129,164	977,894	1,412,503	422,168	1,012,291	291,398
Planned Spending							(1,212,096)	(2,887,857)	(541,025)	(628,517)	(111,976)	(1,616,658)	(127,897)	(1,544,367)	(11,217,525)
Funding Sources															
Summary Stormwater Grants		1	529,715				65,664	436,073							
Municipal Water Quality Asst.-FY19 UPWP Grant		2	12,448					12,448							
Vtrans Structures Grant-Main St. Ped Bridge		3	89,639				32,708	60,488							
Crescent Connector Grant		4	4,500,000			824,306	611,056	2,756,805							
Pearl St. Missing Link Grants		5	2,500,000			115,338	130,263	91,854							
CVE Annual Contribution						75,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Misc. Donations and Interest Earnings							3,043								
General Fund Transfer In							317,751	365,413	401,955	462,248	531,585	611,323	703,021	808,474	929,745
Total Revenues							1,175,485	3,738,081	416,955	477,248	546,585	626,323	718,021	823,474	944,745
Ending Fund Balance							403,011	1,253,235	1,129,164	977,894	1,412,503	422,168	1,012,291	291,398	(9,981,381)

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

ROLLING STOCK FUND															
															11/21/19
DEPT	VEHICLE	MAKE	YEAR	REPLACEMENT VALUE	TRADE IN VALUE	NET COST	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
Street	4Wd Pick Up	Chevy Silverado	2016	33,148	15,000	18,148							29,548		
Street	Pickup	Chevy Silverado	2013	31,000	1,000	30,000						39,448			
Street	Dumptruck -Diesel	Freightliner	2013	145,000	12,000	133,000							182,868		
Street	Dumptruck -Diesel	Freightliner	2014	145,000	12,000	133,000									194,735
Street	Dumptruck -Diesel	International	2012	145,000	12,000	133,000						177,192			
Street	Jetter Vac Truck	Vac-On	2010	84,500	15,000	69,500									
Street	Loader	John Deere	2001	121,500	25,000	96,500									148,230
Street	Sidewalk Plow	Trackless	2015	118,500	18,000	100,500					132,112				
Street	Skid Steer Sidewalk Plow	Cat	2001	51,000	5,000	46,000									
Street	Sidewalk Plow	Prinoth	2017	148,000	20,000	128,000								184,867	
Street	Roller	Roscoe	1979	15,000	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
Street	Pickup 4/Wd 1 Ton	Chevy Silverado	2019	42,848	15,000	27,848	28,604								39,278.56
Street	4Wd Pickup	Chevy Silverado	2019	42,848	15,000	27,848	26,424								
Street	Compressor	Sullair	2017	14,880	2,500	12,380									
Street	Dump Truck -Diesel	Freightliner	2016	146,701	20,000	126,701									
Street	Vacuum Sweeper	Johnston	2013	225,000	10,000	215,000								301,453	
Street	Wheel Loader	Neuson Wacker	2019	60,020	5,000	55,020	60,020								
Street	Trailer Mounted Boom Lift		2019	31,800	5,000	26,800	22,900								
Fire	Pickup 8U61	GMC	2004	53,600	3,500	50,100		58,637							
Fire	Xt1500 Gmp Pumper	Pierce Arrow	2017	600,223	40,000	560,223									
Fire	105' Aerial 8L3	Pierce Arrow	2012	830,000	80,000	750,000									
Fire	Combination Rescue/Pumper	KME Predator	2008	564,202	50,000	392,202									
TOTAL				3,649,770			137,948	58,637	-	-	132,112	216,640	212,416	486,319	382,244
Rolling Stock Fund Funding and Fund Balance															
Beginning Cash Balance							43,336	140,668	282,055	492,979	714,803	815,415	872,399	943,607	750,911
Payment of Fire Truck Notes							(33,338)	(33,600)	(32,700)	(31,800)	(30,900)				
Planned Spending							(137,948)	(58,637)	0	0	(132,112)	(216,640)	(212,416)	(486,319)	(382,244)
Note for Fire Pumper 8E21 Replacement															
General Fund Contribution							223,624	233,624	243,624	253,624	263,624	273,624	283,624	293,624	303,624
Vac Truck Rental							4,368								
Sale of Pumper							40,000								
Interest Income							626								
Ending Balance							140,668	282,055	492,979	714,803	815,415	872,399	943,607	750,911	672,292

EJRP Capital Plan

Based on 1% of Village grand list with 1% annual growth
FY20 Village grand list: \$11,134,202

Category	FY21	FY22	FY23	FY24	FY25
	Amount	Amount	Amount	Amount	Amount
Resurfacing	\$ 23,500	\$ 4,050	\$ -	\$ 27,323	\$ 23,000
Playground Equipment	\$ 55,000	\$ 60,500	\$ 55,000	\$ 55,000	\$ 62,982
Lighting & Technology	\$ 9,040	\$ 6,540	\$ 6,540	\$ 6,540	\$ 6,540
Fencing	\$ -	\$ -	\$ 9,700	\$ -	\$ -
Maintenance Equipment	\$ -	\$ -	\$ 17,958	\$ 17,500	\$ 15,000
Park Amenities	\$ -	\$ 30,000	\$ -	\$ -	\$ -
Buildings & Facilities	\$ 4,000	\$ 2,990	\$ 16,018	\$ -	\$ -
Pool	\$ 10,915	\$ -	\$ -	\$ -	\$ -
Landscaping	\$ 10,000	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
TOTAL	\$112,455	\$113,580	\$114,716	\$115,863	\$117,022

FY21 Detail

Category	Items	Amount
Resurfacing	Maple Street: skatepark and basketball court. Cascade: basketball courts.	\$ 23,500
Playground Equipment	New Maple Street playground. Lease to own financed over five years.	\$ 55,000
Lighting & Technology	New electronic sign lease to own over five years and construction funds to install.	\$ 9,040
Buildings & Facilities	New power panels at Maple Street	\$ 4,000
Pool	New chairs and umbrellas.	\$ 10,915
Landscaping	Landscaping, tree, and turf maintenance.	\$10,000

Investing Amount Previously Used for Bond

We have been discussing that last couple of years that it would be good to continue to collect the bond allocation for a few reasons: A) to address 20-year old building/facility needs, B) to save for anticipated building/facility needs, and/or C) to continue to collect the money so as to minimize the potential impact of any future bond that could be needed for recreation building/facility needs.

FY20 Bond Allocation: \$ 107,843
FY21 Recreation Building and Facilities Needs Allocation: \$ 107,843

Partially funded - \$36,302 of the \$107,843 was proposed to EJRP capital

FY21 Detail

Buildings & Facilities	New roofs on administration building, pool house, and pool filter building	\$ 74,585
Pool	Resurface the slide and features. New diving board.	\$ 33,258

Sanitation Fund Capital Reserve Plan								
Project or Equipment	Prior	FY19	FY20	FY21	FY22	FY23	FY24	FY25
Vactor Truck Partial Share (Place Holder)					225,000			
Water Meter upgrades to radio reads	207,269	44,565	119,125					
Manhole Rehab/Sliplining			40,000	40,000	40,000	40,000	40,000	40,000
West St. Pump Station Contol Cabinet			40,000					
Susie Wilson St. Pump Station Control Cabinet			40,000					
River Street PS Control Panel, anodes	2,850							
South Street PS Replace pump #1, 2 and valves, vent, anodes			40,000					
Trailer Pump		30,000						
Pleasant Street Pipeline		23,767						
HS Pump Station Upgrade Bond Payment RF1-157 (FY34)	67,119	67,120	67,120	67,120	67,120	67,120	67,120	67,120
ARRA Stimulus Loan Repayment (FY31)	14,880	14,880	14,880	14,880	14,880	14,880	14,880	14,880
Capital reserve annual expense		180,332	361,125	122,000	347,000	122,000	122,000	122,000
Sanitation Capital Reserve Funding and Fund Balance								
Beginning Fund Balance		697,392	621,180	434,175	416,295	164,295	137,295	110,295
Planned Spending		(180,332)	(361,125)	(122,000)	(347,000)	(122,000)	(122,000)	(122,000)
Town payment for West. St. & Susie Wilson PS Contol Cabinets			70,000					
Vactor Truck Rental		9,120	9,120	9,120				
Transfer in From Sanit. Operating Budget		95,000	95,000	95,000	95,000	95,000	95,000	95,000
Projected Ending Fund Balance		621,180	434,175	416,295	164,295	137,295	110,295	83,295

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Water Fund Capital Reserve Plan

PROJECT or Equipment	Prior	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Vactor Truck (partial share)					18,750				
Railroad Ave. Waterline Lincoln Place to Central Ave.	6,981	60	113,010						
Water meter upgrades to Radio Reads	170,547	22,283	58,218						
Lamoille St. Water Line Replacement			20,476	262,797					
Iroquois Ave Road and Waterline rebuild						32,430	412,398		
Backhoe Replacement						114,333			
Water Pickup Truck						41,527			
Bond Payment		45,902	45,213	44,557	43,808	42,978	42,083	41,144	40,172
Subtotal		68,245	236,916	307,354	62,558	231,268	454,482	41,144	40,172

Water Fund Capital Reserve Funding and Fund Balance

Beginning Fund Balance		10,376	152,859	176,703	180,109	477,552	656,284	661,802	1,130,658
Planned Spending		(68,245)	(236,916)	(307,354)	(62,558)	(231,268)	(454,482)	(41,144)	(40,172)
Vactor Truck Rental		728	760	760					
Transfer in From Water. Operating Budget		210,000	260,000	310,000	360,000	410,000	460,000	510,000	560,000
Projected Ending Fund Balance		152,859	176,703	180,109	477,552	656,284	661,802	1,130,658	1,650,487

WWTF Capital Reserve Plan

Project or Equipment	FY18	FY19	FY20	FY21	FY22	FY23	FY24
Vactor Truck Replacement							
Automatic Samplers	2,032						
Front End Loader	62,469						
Vactor Truck Replacement					18,750		
Hydroflow Unit		28,257	11,743				
Digester Cleaning	0	42,684	32,316				
Capital Planning - 20 Year	0		30,000				
Headworks Screen	120,172	27,533					
Alkalinity Control Installation	18,050	11	76,950				
Universal Ordinance							
Primary Digester Block Re-Face			100,000				
Flow EQ Digester Concrete Crack Sealing			50,000				
Aeration Delivery Optimization							
ARRA Stimulus Loan Payback	2,457	2,457	2,457	2,457	2,457	2,457	2,457
Capital reserve annual expense	205,180	100,942	303,466	2,457	21,207	2,457	2,457

WWTF Capital Reserve Funding and Fund Balance						
Beginning Fund Balance	839,482	1,123,540	1,180,074	1,557,617	1,936,410	2,353,953
Planned Spending	(100,942)	(303,466)	(2,457)	(21,207)	(2,457)	(2,457)
Interest						
Transfer in From WWTF Operating Budget	340,000	360,000	380,000	400,000	420,000	440,000
Governors Phosphorus Innovation Grant	45,000					
Projected Ending Fund Balance	1,123,540	1,180,074	1,557,617	1,936,410	2,353,953	2,791,496

Special Revenue Funds

	A	B	F	H	I	J	K	N	O	P	Q	R	S
1	Senior Center FY21 Budget Summary												
2													11/22/2019
	Account Number	Account Name	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
3		REVENUES											
4													
5	225-34700.000	Memberships	3,621	3,194	4,196	3,577	4,400	3,200	(1,200)	-27.27%		3,464	
6	225-34701.000	Fund Raising Revenue	5,545	2,998	5,400	5,824	6,400	3,000	(3,400)	-53.13%		4,789	
7	225-34702.000	Activity Fees	15,195	5,400	12,800	1,023	500	1,500	1,000	200.00%		7,206	
8	225-34702.001	Trip Fees	1,114	-	-	13,518	17,500	-	(17,500)	-100.00%		4,877	
9	225-34702.002	Mealsite Outings	-	-	-	1,423	1,350	2,600	1,250	92.59%		474	
10	225-34702.003	Mealsite Revenue		-	-	861	1,500	-	(1,500)	-100.00%		431	
11	225-34703.000	After Hour Fees	1,925	957	700	25	-	-	-	n/a		969	
12	225-36101.000	Interest Earnings	84	117	-	151	120	-	(120)	-100.00%		117	
13	225-36400.000	Donations	1,551	1,108	1,240	1,738	2,000	2,000	-	0.00%		1,466	
14	225-36509.000	Hoehl Op Grant	1,649	-	-	-	-	-	-	n/a		550	
15	225-36510.000	Hoehl Flooring Grant	900	-	-	-	-	-	-	n/a		300	
16	225-36603.000	Misc. Revenue	25,629	2,349	-	28	-	-	-	n/a		9,335	
17		Revenues Subtotal	57,213	16,123	24,336	28,167	33,770	12,300	(21,470)	-63.58%		33,834	
18													
19		EXPENSES											
20	225-45122.330	Other Professional Services	1,010	50	500	674	200	3,600	3,400	1700.00%		578	
21	225-45122.430	Repairs & Maintenance	3,872	2,626	3,600	2,066	4,800	1,000	(3,800)	-79.17%		2,855	
22	225-45122.610	Operational Supplies	2,719	3,317	3,000	2,762	4,000	3,000	(1,000)	-25.00%		2,932	
23	225-45122.612	Fund Raiser Expenses	1,294	2,288	2,000	1,372	2,000	500	(1,500)	-75.00%		1,652	
24	225-45122.614	Program Expenses	1,771	2,993	2,700	1,440	3,000	2,500	(500)	-16.67%		2,068	
25	225-4512.801	Donation Exp				140		-	-	n/a		140	
26	255-45122.803	Use of Fund Balance				380		-	-	n/a		380	
27	225-45122.810	Trip Expenses	8,577	5,970	9,700	15,467	16,500	-	(16,500)	-100.00%		10,005	
28	225-45122.812	Meal Site Expenses	3,876	5,043	2,800	2,348	1,400	1,500	100	7.14%		3,756	
29	225-45122.813	Meal Site Outing Expenses	-	33	-	1,682	2,000	-	(2,000)	-100.00%		572	
30	225-49340.801	Hoehl Donation Exp	1,493	-	-	-	-	-	-	n/a		498	
31	225-49340.802	Hoehl Grant Exp	900	-	-	-	-	-	-	n/a		300	
32		Expenses Subtotal	25,511	22,321	24,300	28,332	33,900	12,100	(21,800)	-64.31%		25,388	
33													
34		REVENUES TOTAL	57,213	16,123	24,336	28,167	33,770	12,300	(21,470)	-63.58%		33,834	
35		EXPENSES TOTAL	25,511	22,321	24,300	28,332	33,900	12,100	(21,800)	-64.31%		25,388	
36		NET OPERATIONS	31,702	(6,198)	36	(165)	(130)	200	330	-253.85%		8,446	

Enterprise Funds

	A	B	G	H	I	J	K	N	O	P	Q	R	S
1	EJRP Programs FY21 Budget Summary												
2												11/22/2019	
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4		REVENUES											
5	226-33582.050	Transfer from Essex Westford	-	115,969	-	11,731	-	-	-	n/a		63,850	
6	226-34720.000	Pool Day Admission	65,310	59,534	72,737	86,451	68,136	71,727	3,591	5.27%		72,992	
7	226-34721.000	Pool Memberships	38,694	43,429	36,631	50,566	38,897	42,868	3,971	10.21%		46,997	
8	226-34722.000	Swim Lessons	43,804	50,749	46,803	47,329	50,018	52,235	2,217	4.43%		49,039	
9	226-34725.000	Concession Sales	25,977	17,786	25,896	21,795	2,500	2,500	-	0.00%		19,790	
10	226-34750.000	Facility & Field Rental	8,232	15,010	8,562	11,137	10,712	13,074	2,362	22.05%		13,073	
11	226-34779.115	Youth Programs - Rec Programs	114,205	285,883	123,747	206,033	132,210	185,451	53,241	40.27%		245,958	
12	226-34779.117	Youth Programs - Aquatics	-	-	-	250,881	161,029	-	(161,029)	-100.00%		125,441	
13	226-34779.120	Youth Programs - After School	26,323	25,232	29,930	35,517	37,270	40,500	3,230	8.67%		30,375	
14	226-34780.000	Adult Programs	62,343	43,592	45,483	78,723	51,236	74,070	22,834	44.57%		61,157	
15	226-34781.120	Childcare - After School	561,592	566,519	591,662	621,652	627,381	676,683	49,302	7.86%		594,085	
16	226-34781.121	Childcare - Preschool	357,617	318,873	360,358	369,420	365,604	373,037	7,433	2.03%		344,146	
17	226-34781.122	Childcare - Day Camps	285,150	343,342	309,071	313,398	317,555	338,010	20,455	6.44%		328,370	
18	226-34782.000	Shared Staffing Contract	11,925	36,030	51,181	42,375	41,646	50,046	8,400	20.17%		39,203	
19	226-34783.000	Memorial Day Parade				20,915		20,000	20,000	n/a		20,915	
20	226-36101.000	Interest Earnings				(650)		-	-	n/a		(650)	
21	226-39505.000	Sponsorship	8,675	1,850	9,700	4,550	8,500	7,550	(950)	-11.18%		3,200	
22		Revenues Subtotal	1,609,847	1,923,797	1,711,761	2,171,822	1,912,694	1,947,751	35,057	1.83%		2,047,809	
23									-	n/a			
24		ADMINISTRATION							-	n/a			
25	226-45110.110	Salaries - Regular	32,718	26,139	44,887	45,861	-	-	-	n/a		36,000	
26	226-45110.140	Salaries - Part Time	15,121	1,895	6,870	3,196	3,310	4,840	1,530	46.22%		2,546	
27	226-45110.210	Health Ins & Other Benefits	9,717	12,991	11,300	10,202	-	-	-	n/a		11,596	
28	226-45110.220	Social Security	3,660	2,144	3,959	3,205	253	370	117	46.25%		2,675	
29	226-45110.226	Workers Comp Insurance	30,006	28,592	33,837	34,015	29,736	35,376	5,640	18.97%		31,303	
30	226-45110.230	Retirement	4,150	-	4,357	-	-	-	-	n/a		-	
31	226-45110.291	Health Imp Programs	350	-	-	-	-	-	-	n/a		-	
32	226-45110.330	Other Professional Services	4,667	3,474	4,600	8,064	5,000	3,750	(1,250)	-25.00%		5,769	
33	226-45110.340	Computer Expenses	-	9,559	-	-	-	-	-	n/a		4,780	
34	226-45110.442	Equipment Rental	2,000	5,337	2,000	4,208	2,500	2,135	(365)	-14.60%		4,773	
35	226-45110.500	Training, Conferences, Dues	10,387	10,211	12,240	7,179	8,500	10,250	1,750	20.59%		8,695	
36	226-45110.530	Communications	1,680	5,461	5,280	7,120	-	-	-	n/a		6,291	
37	226-45110.535	Telephone Services	4,500	3,285	4,500	2,814	-	-	-	n/a		3,050	
38	226-45110.536	Postage	3,219	8,057	8,632	7,647	6,816	4,478	(2,338)	-34.30%		7,852	
39	226-45110.550	Printing & Advertising	15,400	18,222	15,000	21,522	22,123	12,860	(9,263)	-41.87%		19,872	
40	226-45110.561	CC Processing Fees	-	-	-	35,280	-	-	-	n/a		17,640	
41		Administration Subtotal	137,575	135,368	157,462	190,314	78,238	74,059	(4,179)	-5.34%		162,841	
42													

	A	B	G	H	I	J	K	N	O	P	Q	R	S
1	EJRP Programs FY21 Budget Summary												
2												11/22/2019	
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
43		RECREATION PROGRAMS											
44	226-45115.110	Salaries - Regular	-	-	-	-	25,793	27,028	1,235	4.79%		-	
45	226-45115.140	Salaries - Part Time	40,093	17,358	25,764	16,042	24,640	19,877	(4,763)	-19.33%		16,700	
46	226-45115.220	Social Security	3,079	1,328	1,971	1,227	3,910	2,837	(1,073)	-27.44%		1,278	
47	226-45115.330	Other Professional Services	86,206	243,481	87,658	208,533	112,294	180,077	67,783	60.36%		226,007	
48	226-45115.410	Water & Sewer Charges	800	45	800	940	800	800	-	0.00%		493	
49	226-45115.434	Maintenance - Buildings/Grounds	250	-	250	575	250	250	-	0.00%		288	
50	226-45115.440	Rental	1,400	-	600	1,293	600	600	-	0.00%		646	
51	226-45115.442	Equipment Rental	1,225	460	1,260	-	800	1,400	600	75.00%		230	
52	226-45115.500	Training, Conferences, Dues	850	-	600	-	600	700	100	16.67%		-	
53	226-45115.536	Postage	79	-	79	-	-	-	-	n/a		-	
54	226-45115.550	Printing & Advertising	354	90	350	-	450	200	(250)	-55.56%		45	
55	226-45115.580	Travel	1,508	-	-	-	-	-	-	n/a		-	
56	226-45115.610	Supplies	24,795	36,264	23,600	36,004	23,276	24,519	1,243	5.34%		36,134	
57	226-45115.622	Student Special Programs	1,388	755	3,732			-	-	n/a		755	
58	226-45115.850	Memorial Day Parade	-	-	-	13,957	-	19,500	19,500	n/a		6,979	
59		Recreation Programs Subtotal	162,027	299,781	146,664	278,572	193,413	277,788	84,375	43.62%		289,177	
60													
61		AFTER SCHOOL CARE											
62	226-45120.110	Salaries - Regular	172,966	257,867	228,381	211,890	252,138	265,037	12,899	5.12%		234,879	
63	226-45120.130	Salaries - Overtime	-	-	-	-	-	-	-	n/a		-	
64	226-45120.140	Salaries - Part Time	149,687	144,114	153,094	186,637	171,264	187,302	16,038	9.36%		165,375	
65	226-45120.210	Health Ins & Other Benefits	64,490	66,366	76,143	56,958	85,297	95,318	10,021	11.75%		61,662	
66	226-45120.220	Social Security	24,384	30,450	29,183	30,922	32,390	34,605	2,215	6.84%		30,686	
67	226-45120.230	Retirement	19,973	26,838	24,785	26,464	30,652	32,142	1,490	4.86%		26,651	
68	226-45120.291	Health Imp Programs	1,750	1,185	-	-	-	-	-	n/a		593	
69	226-45120.330	Other Professional Services	15,566	19,650	17,488	28,325	24,513	40,960	16,447	67.10%		23,988	
70	226-45120.421	Truck Lease	23,845	23,845	24,005	2,080	24,145	12,638	(11,507)	-47.66%		12,963	
71	226-45120.500	Training, Conferences, Dues	13,835	7,782	16,600	8,494	18,760	19,155	395	2.11%		8,138	
72	226-45120.535	Telephone Services	-	-	-	-	3,300	4,620	1,320	40.00%		-	
73	226-45120.580	Travel	30,259	21,664	28,845	22,248	33,066	34,109	1,043	3.15%		21,956	
74	226-45120.610	Supplies	28,061	32,413	27,930	28,864	27,771	37,296	9,525	34.30%		30,638	
75	226-45120.626	Gas, Grease & Oil	1,750	181	1,750	1,481	1,900	1,900	-	0.00%		831	
76		After School Care Subtotal	546,566	632,355	628,204	604,362	705,196	765,082	59,886	8.49%		618,359	
77													

	A	B	G	H	I	J	K	N	O	P	Q	R	S
1	EJRP Programs FY21 Budget Summary												
2												11/22/2019	
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget		FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual
78		PRESCHOOL											
79	226-45121.110	Salaries - Regular	163,013	173,323	174,471	176,348	193,218		202,888	9,670	5.00%		174,836
80	226-45121.130	Salaries - Overtime	-	-	-	-	-		-	-	n/a		-
81	226-45121.140	Salaries - Part Time	41,438	26,137	31,385	31,710	23,139		24,970	1,831	7.91%		28,923
82	226-45121.210	Health Ins & Other Benefits	86,583	60,969	79,671	76,213	83,864		87,370	3,506	4.18%		68,591
83	226-45121.220	Social Security	15,641	14,933	15,748	16,035	16,551		17,431	880	5.32%		15,484
84	226-45121.230	Retirement	16,300	16,670	17,447	17,399	18,142		18,921	779	4.29%		17,035
85	226-45121.291	Health Imp Programs	1,400	1,400	-	-	-		-	-	n/a		700
86	226-45121.330	Other Professional Services	2,710	6,150	3,072	4,569	3,072		3,114	42	1.37%		5,359
87	226-45121.434	Maintenance - Buildings/Grounds	-	-	3,333	3,500	-		-	-	n/a		1,750
88	226-45121.440	Rental	5,000	-	-	-	-		-	-	n/a		-
89	226-45121.500	Training, Conferences, Dues	11,998	8,157	12,560	4,057	8,744		8,902	158	1.81%		6,107
90	226-45121.530	Communications	-	2,472	2,448	2,882	-		-	-	n/a		2,677
91	226-45121.580	Travel	960	575	1,728	479	1,728		1,728	-	0.00%		527
92	226-45121.610	Supplies	4,500	5,969	4,500	9,725	4,500		4,500	-	0.00%		7,847
93		Preschool Subtotal	349,543	316,755	346,363	342,917	352,958		369,824	16,866	4.78%		329,836
94													
95		SUMMER DAY CAMPS											
96	226-45122.110	Salaries - Regular	35,535	15,594	43,104	20,777	37,017		42,714	5,697	15.39%		18,186
97	226-45122.130	Salaries - Overtime	-	-	-	-	-		-	-	n/a		-
98	226-45122.140	Salaries - Part Time	160,235	193,861	166,966	178,850	172,852		182,169	9,317	5.39%		186,355
99	226-45122.220	Social Security	14,976	16,061	16,070	15,257	16,055		17,204	1,149	7.16%		15,659
100	226-45122.330	Other Professional Services	6,062	5,803	5,781	4,497	5,916		6,495	579	9.79%		5,150
101	226-45122.580	Travel	25,170	30,489	28,153	34,755	34,398		36,654	2,256	6.56%		32,622
102	226-45122.610	Supplies	15,499	17,884	13,699	18,843	14,176		17,476	3,300	23.28%		18,363
103	226-45122.626	Gas, Grease & Oil	-	-	150	-	100		100	-	0.00%		-
104		Summer Day Camps Subtotal	257,477	279,692	273,923	272,979	280,514		302,812	22,298	7.95%		276,335
105													
106		POOL											
107	226-45124.140	Salaries - Part Time	91,127	88,812	90,109	93,088	88,040		93,462	5,422	6.16%		90,950
108	226-45124.220	Social Security	6,972	6,834	6,893	7,121	6,735		7,150	415	6.16%		6,978
109	226-45124.330	Other Professional Services	9,110	8,000	7,290	7,465	8,398		5,812	(2,586)	-30.79%		7,733
110	226-45124.410	Water & Sewer Charges	1,799	1,840	1,988	3,990	2,037		2,749	712	34.95%		2,915
111	226-45124.434	Maintenance - Buildings/Grounds	16,496	22,715	19,683	21,127	21,246		21,130	(116)	-0.55%		21,921
112	226-45124.610	Supplies	5,839	7,521	5,795	8,843	5,749		6,121	372	6.47%		8,182
113		Pool Subtotal	131,343	135,722	131,758	141,634	132,205		136,424	4,219	3.19%		138,678
114													

	A	B	G	H	I	J	K	N	O	P	Q	R	S
1	EJRP Programs FY21 Budget Summary												
2												11/22/2019	
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
115		CONCESSIONS											
116	226-45125.140	Salaries - Part Time	7,693	9,107	7,882	6,836	-	-	-	n/a		7,971	
117	226-45125.220	Social Security	589	697	603	523	-	-	-	n/a		610	
118	226-45125.500	Training, Conferences, Dues	140	140	140	-	-	-	-	n/a		70	
119	226-45125.610	Supplies	15,394	14,239	15,824	6,882	-	-	-	n/a		10,560	
120		Concessions Subtotal	23,816	24,183	24,449	14,240	-	-	-	n/a		19,211	
121													
122		AQUATICS											
123	226-45126.140	Salaries - Part Time	-	-	-	1,930	3,600	-	(3,600)	-100.00%		965	
124	226-45126-220	Social Security	-	-	-	148	275	-	(275)	-100.00%		74	
125	226-45126.330	Other Professional Services	-	-	-	226,720	145,882	-	(145,882)	-100.00%		113,360	
126		Aquatics Subtotal	-	-	-	228,798	149,757	-	(149,757)	-100.00%		114,399	
127													
128		PARKS and FACILITIES											
129	226-45220.140	Salaries - Part Time	-	-	-	269	7,225	7,225	-	0.00%		135	
130	226-45220.220	Social Security	-	-	-	21	553	553	-	0.00%		10	
131	226-45220.330	Other Professional Services	-	-	-	-	2,500	2,500	-	0.00%		-	
132	226-45220.442	Equipment Rental	-	-	-	-	4,800	4,800	-	0.00%		-	
133	226-45220.535	Telephone Services	-	-	-	-	-	1,320	1,320	n/a		-	
134	226-45220.550	Training, Conferences, Dues	1,500	1,879	1,750	2,527	3,500	3,500	-	0.00%		2,203	
135	226-45220.610	Parks & Facilities Supplies	-	1,820	1,175	5,596	1,175	1,275	100	8.51%		3,708	
136		Parks and Facilities Subtotal	1,500	3,698	2,925	8,412	19,753	21,173	1,420	7.19%		6,055	
137													
138		REVENUES TOTAL	1,609,847	1,923,797	1,711,761	2,171,822	1,912,694	1,947,751	35,057	1.83%		2,047,809	
139		EXPENSES TOTAL	1,609,847	1,827,555	1,711,748	2,082,228	1,912,034	1,947,162	35,128	1.84%		1,954,891	
140		NET OPERATIONS	-	96,242	13	89,594	660	589	(71)				

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Sanitation Fund FY21 Budget Summary													
2														11/22/19 4:24 PM
	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4		REVENUES												
												From Town for S Wilson & West St. PS 1.75/8 of cost of maintaint all		
5	256-33900.000	Essex Pump Station Fees	24,826	23,911	28,275	25,940	26,095	28,750	28,750	-	0.00%		25,777	
6	256-33900.001	2 Party Agreement Revenue	15,000	15,000	15,000	15,000	15,000	15,000	15,000	-	0.00%		15,000	
7	256-34402.000	Interest Earnings	14	5,210	1,015	500	500	1,000	1,000	-	0.00%	note: FY19 not complete	1,685	
8	256-34403.000	Misc - Unclassified	4,090	887	3,938	-	4,227	6,240	3,000	(3,240)	-51.92%		3,285	
9	256-34801.000	Annual Customer Charge	540,524	565,633	568,857	586,985	598,033	635,664	668,698	33,034	5.20%		568,262	
10	256-34811.000	Penalty	2,510	2,686	3,100	2,500	2,829	2,500	2,500	-	0.00%		2,781	
11	256-34821.000	Hook On Fees	158,000	154,000	5,000	30,000	7,000	30,000	30,000	-	0.00%		81,000	
12		Revenues Subtotal	744,965	767,327	625,185	660,925	653,684	719,154	748,948	29,794	4.14%		697,790	
13														
14														
15		EXPENSES												
16	256-43200.110	Salaries - Regular	74,303	84,804	80,359	91,459	95,633	101,835	108,563	6,728	6.61%		83,775	
17	256-43200.130	Salaries - Overtime	8,792	13,772	13,914	14,185	9,680	14,000	15,000	1,000	7.14%		11,540	
18	256-43200.140	Salaries - Part-time	3,896	2,626	4,136	5,427	3,972	9,232	9,564	332	3.60%		3,657	
19	256-43200.210	Health Insurance & Other Benefits	32,096	36,824	41,259	40,567	42,043	53,162	55,470	2,308	4.34%		38,056	
20	256-43200.220	Social Security	6,495	7,703	7,691	8,671	8,382	9,568	10,184	616	6.44%		7,568	
21	256-43200.226	Workers Compensation Insurance	4,570	5,138	5,425	5,282	6,334	6,967	9,400	2,433	34.92%		5,367	
22	256-43200.230	Retirement	7,102	8,205	9,412	9,146	9,624	10,183	10,858	675	6.63%		8,586	
23	256-43200.250	Unemployment Insurance	191	127	60	200	90	70	85	15	21.43%		117	
24	256-43200.330	Other Professional Services	-	366	-	1,000	852	1,000	1,000	-	0.00%		305	
25	256-43200.335	Audit Services	2,047	1,716	1,811	1,840	2,185	1,869	2,000	131	7.01%		1,940	
26	256-43200.340	Computer Expenses	2,402	2,210	2,409	1,300	2,453	1,000	2,000	1,000	100.00%		2,369	
27	256-43200.410	Water and Sewer Charge	283	281	272	500	363	500	500	-	0.00%		300	
28	256-43200.430	Sanitation Lines Maintenance	14,795	972	15,038	6,000	1,162	6,000	6,000	-	0.00%		7,992	
29	256-43200.432	Vehicle Maintenance					1,037							
30	256-43200.434	Pump Station Maintenance	17,955	9,642	12,897	12,000	15,623	14,000	14,000	-	0.00%		14,029	
31	256-43200.436	Sanitation Line Back-up Clean	-	-	2,321	1,000	1,000	1,000	1,000	-	0.00%		830	
32	256-43200.441	Right of Way Agreements	1,472	1,563	1,573	1,140	1,631	1,640	1,700	60	3.66%		1,560	
												WWTF pump station fees; admin charges, and the charge for Finance Director		
33	256-43200.491	Contractual Services	139,888	144,188	133,710	135,883	135,883	150,159	154,860	4,701	3.13%		138,417	
34	256-43200.500	Training, Conferences, Dues	95	-	-	200	-	200	200	-	0.00%		24	
35	256-43200.521	Liability & Property Ins.	6,332	7,713	4,425	6,225	5,929	4,469	6,014	1,545	34.57%	verify	6,099	
36	256-43200.536	Postage	3,252	3,268	5,066	3,500	6,318	5,000	5,500	500	10.00%		4,476	
37	256-43200.550	Printing and Advertising	596	1,213	1,389	1,000	-	1,500	1,500	-	0.00%		799	
38	256-43200.570	Maintenance Other	1,070	14,557	452	2,500	3,096	2,500	2,000	(500)	-20.00%		4,794	
39	256-43200.572	Interview Costs	1,044							-	n/a		1,044	
40	256-43200.610	Supplies	3,674	355	2,827	1,000	2,143	1,000	1,000	-	0.00%		2,250	
41	256-43200.612	Uniforms, Boots, Etc.	1,136	1,601	1,074	1,500	942	1,500	1,500	-	0.00%		1,188	
42	256-43200.622	Electrical Service	9,396	10,001	12,666	12,000	13,237	14,000	14,000	-	0.00%		11,325	

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Sanitation Fund FY21 Budget Summary													
2														11/22/19 4:24 PM
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
43	256-43200.623	Heating	1,154	1,851	1,028	1,900	1,038	1,800	1,800	-	0.00%		1,268	
44	256-43200.626	Gas, Grease and Oil	1,703	1,681	2,894	2,500	4,009	3,500	4,000	500	14.29%		2,572	
45	256-43200.742	Transfer to Capital Reserve	95,000	215,167	95,000	95,000	95,000	95,000	95,000	-	0.00%		125,042	
46	256-43200.891	Capital Outlay	4,222	5,133	-	5,000	-	5,000	5,000	-	0.00%		2,339	
47	256-43200.892	Transfer to Town for Benefits		11,180	-	-	-		-	-	n/a		3,727	
48	256-43220.001	Susie Wilson PS Costs	7,050	7,745	11,863	10,000	10,479	12,000	12,000	-	0.00%	100% town	9,284	
49	256-43220.002	West Street PS Costs	13,602	12,166	12,796	12,000	11,190	13,000	13,000	-	0.00%	75% town	12,438	
50		Expenses Subtotal	465,612	613,768	483,768	489,925	491,328	542,654	564,698	22,044	4.06%		513,619	
51														
52		REVENUES TOTAL	744,965	767,327	625,185	660,925	653,684	719,154	748,948	29,794	4.14%		697,790	
53		EXPENSES TOTAL	465,612	613,768	483,768	489,925	491,328	542,654	564,698	22,044	4.06%		513,619	
54		NET OPERATIONS	279,353	153,559	141,417	171,000	162,355	176,500	184,250	7,750	4.39%		184,171	

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Water Fund FY21 Budget Summary													
2														11/22/19 4:11 PM
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4		REVENUES												
5	254-34801.000	Sale of Water - Residential	857,978	901,046	934,325	992,409	1,022,387	1,086,788	1,161,938	75,150	6.91%		928,934	
6	254-34811.000	Water Billing Penalties	4,467	4,769	6,141	4,000	5,088	4,500	4,500	-	0.00%		5,116	
7	254-34812.000	Water Sales - Large Users	119,480	76,261	90,573	97,201	98,079	92,729	95,000	2,271	2.45%		96,098	
8	254-34821.000	Hook on Fees	15,150	14,450	8,200	15,000	7,000	15,000	15,000	-	0.00%		11,200	
9	254-34900.000	Sale of Water - GF	2,508,409	2,505,612	2,584,379	2,686,765	2,700,838	2,767,430	2,795,104	27,674	1.00%		2,574,810	
10	254-34902.000	Sale of Water - GF VT Tax	63,375	61,472	62,024	70,985	62,885	70,117	70,818	701	1.00%		62,439	
11	254-34402.000	Interest Earnings	(115)	20	67	-	50	-	-	-	n/a	note: FY19 not final	5	
12	254-34403.000	Misc - Unclassified	9,993	1,356	598	-	630	-	-	-	n/a		3,144	
13		Revenues Subtotal	3,578,738	3,564,987	3,686,307	3,866,360	3,896,956	4,036,564	4,142,360	105,796	2.62%		3,681,747	
14														
15														
16		EXPENSES												
17	254-43200.110	Salaries - Regular	97,962	67,668	103,492	109,133	111,685	118,220	123,321	5,101	4.31%		95,202	
18	254-43200.130	Salaries - Overtime	11,074	9,819	16,131	14,000	14,222	14,000	15,000	1,000	7.14%		12,811	
19	254-43200.140	Salaries - Part-time	4,157	2,626	4,136	5,427	3,972	9,193	9,507	314	3.42%		3,723	
20	254-43200.210	Health Insurance & Other Benefits	37,098	25,660	29,620	45,212	55,806	65,713	68,513	2,800	4.26%		37,046	
21	254-43200.220	Social Security	8,389	6,126	9,248	9,965	10,096	10,699	11,309	610	5.70%		8,465	
22	254-43200.226	Workers Compensation Insurance	5,659	5,437	6,917	6,716	7,750	7,992	10,500	2,508	31.38%		6,441	
23	254-43200.230	Retirement	9,774	6,707	9,892	10,913	11,389	11,822	12,332	510	4.31%		9,441	
24	254-43200.250	Unemployment Insurance	325	87	53	200	87	60	75	15	25.00%		138	
25	254-43200.330	Other Professional Services	64	1,590	-	1,000	918	1,000	1,000	-	0.00%		643	
26	254-43200.335	Audit Services	4,094	3,433	3,623	3,680	4,370	3,738	4,200	462	12.36%		3,880	
27	254-43200.340	Computer Supplies and Software	1,201	1,105	1,194	1,000	1,227	1,000	1,000	-	0.00%		1,182	
28	254-43200.410	Water and Sewer Charge	89	92	97	200	127	200	200	-	0.00%		101	
29	254-43200.411	CWD Water Purchase	480,401	461,487	455,835	515,807	458,662	504,006	509,046	5,040	1.00%	estimate	464,096	
30	254-43200.412	State Water Tax	12,137	12,436	10,852	13,628	10,591	13,153	13,285	132	1.00%	estimate	11,504	
31	254-43200.430	Water Lines Maintenance - Breaks	5,306	22,737	107,875	16,000	1,038	16,000	16,000	-	0.00%		34,239	
32	254-43200.432	Vehicle Maintenance	-	-	-	-	1,261	-	-	-	n/a		315	
33	254-43200.441	ROW Leases	92	8	100	142	100	142	150	8	5.63%		75	
34	254-43200.491	Contractual Services	108,760	113,888	103,410	104,158	104,158	118,559	122,860	4,301	3.63%	Admin fees and portion of finance dir	107,554	
35	254-43200.500	Training, Conferences, Dues	1,642	1,468	3,364	2,500	2,048	2,500	2,000	(500)	-20.00%		2,130	
36	254-43200.521	Liability & Property Ins.	3,035	3,620	2,594	2,271	2,632	2,620	6,540	3,920	149.62%	verify	2,970	
37	254-43200.535	Telephone Services	991	1,489	1,822	1,500	2,246	1,500	2,500	1,000	66.67%		1,637	
38	254-43200.536	Postage	1,615	1,636	2,577	2,000	3,158	2,600	3,100	500	19.23%	postage to mail bills and late notices	2,246	
39	254-43200.550	Printing and Advertising	1,604	2,003	1,939	2,608	1,871	2,000	2,000	-	0.00%		1,854	
40	254-43200.570	Maintenance Other	2,165	3,541	10,446	2,500	199	2,500	2,500	-	0.00%		4,088	
41	254-43200.572	Interview Costs	117	2,649	175	-	-	-	-	-	n/a		735	
42	254-43200.610	Supplies	7,676	5,172	9,550	6,000	7,664	7,000	7,000	-	0.00%		7,515	
43	254-43200.612	Uniforms, Boots, Etc.	941	806	1,083	1,500	1,255	1,500	1,500	-	0.00%		1,021	
44	254-43200.613	Meters and Parts	899	303	-	500	643	500	500	-	0.00%		461	

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Water Fund FY21 Budget Summary													
2														11/22/19 4:11 PM
	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
3														
45	254-43200.614	Distribution Materials	18,891	23,751	7,447	7,000	1,408	7,500	7,500	-	0.00%		12,874	
46	254-43200.622	Electrical Service	713	711	1,030	750	799	1,000	1,000	-	0.00%		813	
47	254-43200.623	Heating	5,406	2,402	2,608	3,000	2,444	3,000	3,000	-	0.00%		3,215	
48	254-43200.626	Gas, Grease and Oil	1,561	1,143	1,393	3,000	1,326	3,000	3,000	-	0.00%		1,356	
49	254-43200.742	Capital Reserve Fund Contribution	130,000	140,000	160,000	210,000	210,000	260,000	310,000	50,000	19.23%	annual \$50k increase	160,000	
50	254-43200.805	Interest Expense	8,478	334	212	300	29	300		(300)	-100.00%		2,263	
51	254-43200.891	Capital Outlay	-	3,447	3,099	6,000	-	6,000	6,000	-	0.00%		1,636	
52	254-43200.892	Transfer to Town for Benefits	-	11,180						-	n/a		5,590	
53	254-43210.411	CWD Water Purchase - GF	2,508,409	2,549,112	2,605,241	2,686,765	2,723,369	2,767,430	2,795,104	27,674	1.00%	estimate	2,596,533	
54	254-43210.412	State Water Tax - GF	63,375	62,540	62,024	70,985	62,885	70,117	70,818	701	1.00%	estimate	62,706	
55		Expenses Subtotal	3,544,101	3,558,213	3,739,080	3,866,360	3,821,432	4,036,564	4,142,360	105,796	2.62%		3,665,707	
56										-	n/a			
57		REVENUES TOTAL	3,578,738	3,564,987	3,686,307	3,866,360	3,896,956	4,036,564	4,142,360	105,796	2.62%		3,681,747	
58		EXPENSES TOTAL	3,544,101	3,558,213	3,739,080	3,866,360	3,821,432	4,036,564	4,142,360	105,796	2.62%		3,665,707	
59		NET OPERATIONS	34,637	6,773	(52,773)	-	75,524	-	-	-	n/a		16,040.2	
60														
61														
62		Operating Budget	479,778	472,638	605,128	579,175	565,926	681,858	754,107	72,249	10.60%			
63		Village Budget	972,316	946,561	1,071,815	1,108,610	1,035,179	1,199,017	1,276,438	77,421	6.46%			

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	WWTF Fund FY21 Budget Summary													
2														11/22/19 4:11 PM
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4		REVENUES								-	n/a			
5	255-34801.000	Village User Charge	729,799	689,249	647,712	694,916	716,133	773,856	817,952	44,096	5.70%		695,723	
6	255-34811.000	Village User Penalties	3,540	3,361	3,513	3,000	3,379	3,500	3,500	-	0.00%		3,448	
7	255-34812.000	Village Septage Discharge	27,144	18,533	20,997	18,000	19,415	16,000	16,000	-	0.00%		21,522	
8	255-34813.000	Village Leachate Revenues	896	1,044	815	-	814	-	-	-	n/a		892	
9	255-34900.000	Wastewater Charge - Essex	462,284	436,976	476,928	477,278	477,278	488,219	515,355	27,136	5.56%		463,367	
10	255-34901.000	Wastewater Charge - Williston	599,293	611,766	675,345	715,917	715,917	752,671	794,505	41,834	5.56%		650,580	
11	255-34903.001	Shared Septage Revenues	13,572	6,178	9,881	9,000	9,563	8,000	8,000	-	0.00%		9,798	
12	255-34903.003	Shared Leachate Revenues	448	348	383	-	401	-	-	-	n/a		395	
13	255-34903.005	Pump Station Maint. Fees	30,300	30,300	30,300	31,725	31,725	32,000	32,000	-	0.00%	left level for now 112219	30,656	
14	255-34402.000	Interest Earnings	1,138	3,684	2,066	-	2,066	-	-	-	n/a	note: FY19 not complete	2,239	
15	255-34403.000	Misc - Unclassified Revenue	314	23	357	-	215	-	-	-	n/a		227	
16		Revenues Subtotal	1,868,728	1,801,462	1,868,296	1,949,836	1,976,906	2,074,246	2,187,312	113,066	5.45%		1,878,848	
17														
18														
19		EXPENSES												
20	255-43200.110	Salaries - Regular	309,914	330,279	302,046	343,375	309,347	339,164	338,203	(961)	-0.28%	Vacant position bud for 1/2 year instead of full year	312,897	
21	255-43200.130	Salaries - Overtime	42,135	43,928	42,194	45,000	44,064	48,000	48,000	-	0.00%		43,080	
22	255-43200.140	Salaries - Part-time	18,840	22,191	17,881	16,000	6,284	15,394	33,158	17,764	115.40%	added back the 20hr pt position	16,299	
23	255-43200.210	Health Insurance & Other Benefits	76,235	79,250	93,252	137,000	115,047	134,490	128,644	(5,846)	-4.35%		90,946	
24	255-43200.220	Social Security	26,949	28,616	30,075	31,095	27,077	33,916	32,081	(1,835)	-5.41%	fy19 number is wrong - entered retirement instead	28,179	
25	255-43200.226	Workers Compensation Insurance	16,100	17,141	26,450	20,534	20,853	29,669	30,000	331	1.12%		20,136	
26	255-43200.230	Retirement	29,661	30,572	33,751	34,338	31,090	33,916	33,620	(296)	-0.87%		31,268	
27	255-43200.250	Unemployment Insurance	395	358	137	420	398	150	175	25	16.67%		322	
28	255-43200.320	Legal Services	165	-	-	2,000	1,650	4,000	4,000	-	0.00%		454	
29	255-43200.330	Other Professional Services	3,025	986	325	4,000	3,677	4,000	4,000	-	0.00%		2,003	
30	255-43200.335	Audit Services	4,806	4,030	4,253	4,320	5,130	4,388	4,400	12	0.27%		4,555	
31	255-43200.410	Water and Sewer Charge	2,773	2,128	2,712	3,000	5,335	3,000	3,500	500	16.67%		3,237	
32	255-43200.432	Vehicle Maintenance	1,343	1,914	4,486	3,000	3,869	4,000	4,000	-	0.00%		2,903	
33	255-43200.491	Contractual Services	54,380	56,944	51,705	52,079	52,079	59,280	61,430	2,150	3.63%	Admin fees and portion of finance dir	53,777	
34	255-43200.500	Training, Conferences, Dues	4,880	5,464	7,849	6,500	5,939	7,000	7,500	500	7.14%		6,033	

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	WWTF Fund FY21 Budget Summary													
2														11/22/19 4:11 PM
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
35	255-43200.521	Liability & Property Ins.	22,334	22,989	27,702	32,275	29,580	27,979	30,221	2,242	8.01%	CoGen fail experience Mod	25,651	
36	255-43200.535	Telephone Services	4,790	4,577	4,042	6,000	4,615	6,000	6,000	-	0.00%	added Comcast, upgrade phones	4,506	
37	255-43200.565	Grit Disposal	8,087	10,356	11,038	18,000	16,286	14,000	14,980	980	7.00%		11,442	
38	255-43200.567	Sludge Processing	145,800	137,340	77,933	140,000	85,211	150,000	150,000	-	0.00%		111,571	
39	255-43200.568	Sludge Management	141,407	127,963	174,297	150,000	186,758	150,000	170,000	20,000	13.33%		157,606	
40	255-43200.569	WWTF Annual Permit Fee	9,900	9,900	9,900	9,900	9,900	9,900	9,900	-	0.00%		9,900	
41	255-43200.570	Maintenance Other	138,334	85,060	133,791	100,000	96,728	120,000	130,000	10,000	8.33%		113,478	
42	255-43200.572	Interview Costs	30	523	-	-	459			-	n/a		253	
43	255-43200.577	Contract Laboratory Services	6,940	10,981	6,947	11,000	9,961	12,000	22,000	10,000	83.33%	New Permit WET Test, PFAS, etc	8,707	
44	255-43200.610	Supplies	9,607	8,256	5,685	10,000	7,319	8,500	8,500	-	0.00%		7,717	
45	255-43200.612	Uniforms, Boots, Etc.	3,656	5,506	5,028	6,000	3,242	5,500	5,500	-	0.00%		4,358	
46	255-43200.618	Supplies - Laboratory	14,883	16,198	17,238	18,000	14,163	19,000	18,000	(1,000)	-5.26%		15,620	
47	255-43200.619	Chemicals	213,634	284,508	285,222	230,000	329,295	300,000	330,000	30,000	10.00%		278,165	
48	255-43200.622	Electrical Service	130,471	143,277	117,640	150,000	192,346	140,000	150,000	10,000	7.14%		145,934	
49	255-43200.623	Heating	19,323	23,372	23,933	20,000	23,553	25,000	25,000	-	0.00%		22,545	
50	255-43200.626	Gas, Grease and Oil	2,869	5,177	4,492	6,000	2,698	6,000	4,500	(1,500)	-25.00%		3,809	
51	255-43200.742	Transfer to Capital Reserve	280,000	300,000	320,000	340,000	340,000	360,000	380,000	20,000	5.56%		310,000	
52	225-43200.892	Transfer to Town for Benefits		5,590						-	n/a		5,590	
53		Expenses Subtotal	1,743,663	1,825,375	1,842,002	1,949,836	1,983,952	2,074,246	2,187,312	113,066	5.45%		1,848,748	
54										-	n/a			
55		REVENUES TOTAL	1,868,728	1,801,462	1,868,296	1,949,836	1,976,906	2,074,246	2,187,312	113,066	5.45%		1,878,848	
56		EXPENSES TOTAL	1,743,663	1,825,375	1,842,002	1,949,836	1,983,952	2,074,246	2,187,312	113,066	5.45%		1,848,748	
57		NET OPERATIONS	125,065	(23,913)	26,294	-	(7,046)	-	-	-	n/a		30,100	

11/27/19
10:11 am

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17175 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01 (GENERAL FUND) All check #s 11/27/19 To 11/27/19 & Fund 2

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HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount	Check	Check
				Paid	Number	Date
05290	ADVANCE AUTO PARTS	11/21/19 DIESEL ADDITIVE 32	210-43110.610	303.30	26199	11/27/19
		552932528670	SUPPLIES			
05290	ADVANCE AUTO PARTS	11/25/19 Engine Brite Foamy	210-43110.610	18.36	26199	11/27/19
		552932928707	SUPPLIES			
16030	BROWN ELECTRIC	11/16/19 3716 Miscellaneous/ stapl	210-43117.000	674.29	26207	11/27/19
		34370	Streetscape Maintenance			
16030	BROWN ELECTRIC	11/16/19 Miscellaneous/ staples/sc	210-43110.434	1010.51	26207	11/27/19
		34371	MAINT. BUILDINGS/GROUNDS			
03000	CARGILL SALT EASTERN INC	11/12/19 salt	210-43125.610	5135.40	26209	11/27/19
		2905079939	WINTER MAINTENANCE			
03000	CARGILL SALT EASTERN INC	11/13/19 salt	210-43125.610	5286.19	26209	11/27/19
		2905085355	WINTER MAINTENANCE			
04940	COMCAST	11/03/19 Cable TV	210-42220.535	21.28	26212	11/27/19
		02077221119	TELEPHONE SERVICES			
31545	COSTCO #314	11/21/19 Supplies	210-42220.610	146.98	26213	11/27/19
		112119	SUPPLIES			
01010	ESSEX AGWAY	11/22/19 straw	210-43120.610	38.97	26215	11/27/19
		329643	Summer Const - Supplies			
23215	ESSEX EQUIPMENT INC	11/20/19 air hose	210-43110.432	13.57	26216	11/27/19
		107343360001	R&M Services - Vehicles			
19005	FIRSTLIGHT FIBER	11/15/19 telephone 10/15-11/14/19	210-43110.530	35.52	26220	11/27/19
		6246859	Communications			
07010	GREEN MOUNTAIN POWER CORP	11/08/19 Solar Accounts 10/9-11/7/	210-41947.020	357.10	26222	11/27/19
		110819DA	Electricity - 2 Lincoln S			
07010	GREEN MOUNTAIN POWER CORP	11/08/19 Solar Accounts 10/9-11/7/	210-41947.022	357.10	26222	11/27/19
		110819DA	Electricity - Fire Statio			
07010	GREEN MOUNTAIN POWER CORP	11/08/19 Solar Accounts 10/9-11/7/	210-43110.622	90.71	26222	11/27/19
		110819DA	ELECTRICAL SERVICE			
07010	GREEN MOUNTAIN POWER CORP	11/08/19 Solar Accounts 10/9-11/7/	210-41947.021	314.09	26222	11/27/19
		110819DA	Electricity - Brownell			
07010	GREEN MOUNTAIN POWER CORP	11/08/19 Solar Accounts 10/9-11/7/	210-43115.622	75.56	26222	11/27/19
		110819DA	Electricity - St/Traffic			
07010	GREEN MOUNTAIN POWER CORP	11/08/19 Solar Accounts 10/9-11/7/	210-43115.622	29.05	26222	11/27/19
		110819DA	Electricity - St/Traffic			
07010	GREEN MOUNTAIN POWER CORP	11/08/19 Solar Accounts 10/9-11/7/	210-41947.023	184.56	26222	11/27/19
		110819DA	Electricity - Park St Sch			
05485	NATIONAL BUSINESS LEASING	11/23/19 Copier leases 11/15-12/14	210-45551.442	80.72	26232	11/27/19
		65898560	Rental of Equipment			
05485	NATIONAL BUSINESS LEASING	11/23/19 Copier leases 11/15-12/14	210-45551.442	80.74	26232	11/27/19
		65898560	Rental of Equipment			
05485	NATIONAL BUSINESS LEASING	11/23/19 Copier leases 11/15-12/14	210-43110.442	72.59	26232	11/27/19
		65898560	EQUIPMENT RENTALS			
05485	NATIONAL BUSINESS LEASING	11/23/19 Copier leases 11/15-12/14	210-41320.442	138.97	26232	11/27/19
		65898560	LEASED SERVICES			
18010	REYNOLDS & SON, INC.	11/20/19 Multi-Meter	210-42220.889	822.50	26237	11/27/19
		3362341	ROUTINE EQUIPMENT PURCHAS			
18010	REYNOLDS & SON, INC.	11/20/19 Flashlight Rchrgble PolyS	210-43110.610	139.00	26237	11/27/19
		3362349	SUPPLIES			
18010	REYNOLDS & SON, INC.	11/20/19 Flashlight Rchrgble PolyS	210-43110.610	428.32	26237	11/27/19
		3362358	SUPPLIES			

11/27/19

Town of Essex / Village of EJ Accounts Payable

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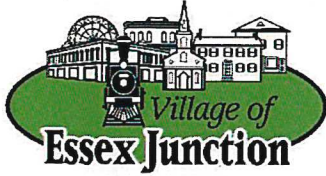
Check Warrant Report # 17175 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

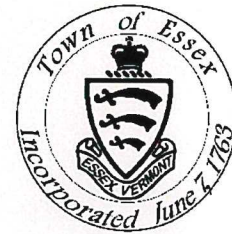
For Check Acct 01(GENERAL FUND) All check #s 11/27/19 To 11/27/19 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
03180	SAFETY SYSTEMS OF VT LLC	10/01/19 Monitoring EJFD	210-41941.022	250.00	26240	11/27/19
		19166	W/S - Fire Station			
37680	TARRANT, GILLIES & RICHAR	10/29/19 10/24/2019 DPR Work on qu	210-41320.330	159.38	26242	11/27/19
		13070	OTHER PROFESSIONAL SERVIC			
05485	NATIONAL BUSINESS LEASING	11/23/19 Copier leases 11/15-12/14	225-45122.442	94.15	26232	11/27/19
		65898560	Rental of Equipment			
07565	W B MASON CO INC	11/04/19 Sr Center Craft Concessio	225-45122.612	38.07	26246	11/27/19
		S097203140	FUND RAISER EXPENSES			
05485	NATIONAL BUSINESS LEASING	11/23/19 Copier leases 11/15-12/14	226-45110.442	177.89	26232	11/27/19
		65898560	Equipment Rentals			
10110	MCGOVERN MECHANICAL CORP	11/20/19 residential water meter r	254-43330.002	50.00	26229	11/27/19
		1427	METER REPLACEMENT PROGRAM			
05485	NATIONAL BUSINESS LEASING	11/23/19 Copier leases 11/15-12/14	255-43200.442	80.74	26232	11/27/19
		65898560	Rental of Equipment			
07010	GREEN MOUNTAIN POWER CORP	11/08/19 Solar Accounts 10/9-11/7/	256-43200.622	385.09	26222	11/27/19
		110819DA	ELECTRICAL SERVICE			
07010	GREEN MOUNTAIN POWER CORP	11/08/19 Solar Accounts 10/9-11/7/	256-43220.001	78.91	26222	11/27/19
		110819DA	SUSIE WILSON PS COSTS			
07010	GREEN MOUNTAIN POWER CORP	11/08/19 Solar Accounts 10/9-11/7/	256-43220.002	204.51	26222	11/27/19
		110819DA	WEST ST PS COSTS			
10110	MCGOVERN MECHANICAL CORP	11/20/19 residential water meter r	256-43330.002	100.00	26229	11/27/19
		1427	METER REPLACEMENT PROGRAM			
Report Total				17474.12		

...



2 Lincoln Street
Essex Junction, VT 05452
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81 Main Street
Essex Junction, VT 05452
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November 26, 2019

Mr. Padriac Monks
ANR DEC Stormwater Management Section
1 National Life Drive
Montpelier, VT

The Village of Essex Junction and the Town of Essex appreciate the opportunity to comment on Stormwater General Permit 3-9050. We are all involved in the water quality improvements needed for the Lake Champlain Basin but we have serious concern with the scope of this largely unfunded mandate. The comments and concerns stated in our prior letter of comment dated April 18, 2018 remain.

We generally support the remarks provided by the Lake Champlain Regional Chamber of Commerce, submitted separately. Our community has been actively involved in discussions with LCRCC and representatives from the development community in the formulation of these comments. Specifically, and in addition to the LCRCC comments we offer the following:

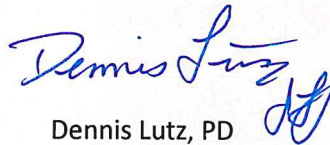
1. Previously unregulated or urbanized sites will have significant compliance challenges compared to others. The EFA process alone does not adequately include local and MS4 impacts on such studies.
2. When 3 Ac. site compliance is achieved, it must run for the effective life of the infrastructure, not the permit cycle.
3. This rule will likely create property title cloud challenges. Unlike the orphaned stormwater permit issue addressed by MS4's, these 3 Ac. permits do not fall under the MS4 umbrella.
4. We support and encourage a reduced scope of compliance that considers capture and treatment of the "first flush" or higher concentration of pollutants rather than the standard design criteria.
5. Something short of a full NOI or EFA is warranted for consideration
6. We continue to argue flexibility in the EFA process and a realistic fee for offset. Our experience and that of other MS4 Communities confirms that \$25,000 per acre of impervious area is inadequate, especially once the easy to retrofit sites are converted.
7. Permit technical constraints do not allow for flexibility for site constrained landowners nor does the permit allow flexibility for technical, market based solutions to address permit compliance.
8. There is a lack of clear technical appeal for 3 Ac determination by the ANR.
9. State, Federal Government, and not for profit 3-acre parcels must be subjected to the same permit criteria as private parcels.

10. The NOI Deadline conflicts can be resolved by adjusting the NOI deadline to 12 months from signature of the permit.
11. The permit required under Act 64 was delivered later than required by statute, and in some watersheds, compliance is significantly earlier than planned during the initial drafting of the permit.
12. More education and outreach on this complex, statewide topic must be done by the ANR
13. Permit compliance related construction may trigger Act 250 compliance. This will complicate matters.
14. There is the potential for a high degree of variability of review and applicability determination in each Act 250 district as to how these projects fall under that jurisdiction and prioritization.
15. Prioritization of mitigation practices is unclear, as work is done to bring a property into compliance will likely require alteration to other requirements such as wetland buffer or property screening, etc
16. Compliance designs may also create conflicts with local permitting and zoning.
17. Allow for flexibility and creative, market based solutions beyond co-permittee options.
18. Address possible conflict within multiple permit or MS4 requirements.
19. Some potential jurisdictional conflicts with MS4 permit compliance including but not limited to Phosphorus control Plans and Flow Restoration Plans. There are many potential challenges in this regard with the evolving MS4 permit requirements for future planning which include but are not limited to Phosphorus Reduction plans, Flow Restoration plans, etc.

Thank you for your consideration.



James I. Jutras
Water Quality Superintendent



Dennis Lutz, PD
Public Works Director

cc: Evan Teich, Unified Municipal Manager
Gregory Duggan, Deputy Town Manager
Town of Essex Selectboard
Village of Essex Junction Trustees

Jim Jutras

From: ANR - ENB Administrator <ANR.ENBAdministrator@vermont.gov>
Sent: Tuesday, November 26, 2019 12:50 PM
To: Jim Jutras
Subject: ENB Public Comment Received

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST

Thank you for submitting a public comment for the activity General Permit 3-9050, 3-9050 through the Vermont Agency of Natural Resources' Environmental Notice Bulletin (ENB). Your comment will be reviewed by staff and a response to comments received will be posted with the final decision documents. You will receive an email notification at the time the final decision is issued.

Regards,
ENB Support
Vermont Agency of Natural Resources

This message contains confidential information and is intended only for the individual(s) addressed in the message. If you aren't the named addressee, you should not disseminate, distribute, or copy this e-mail. If you aren't the intended recipient, you are notified that disclosing, distributing, or copying this e-mail is strictly prohibited.

MEETING SCHEDULES

11/27/2019

TOWN SELECTBOARD MEETINGS		VILLAGE TRUSTEES MEETINGS	JOINT MEETINGS
			
December 2, 2019—7:00 PM	SB Regular		
December 2, 2019—7:45 PM	JT Special, 81 Main		
December 4, 2019—8:30 AM	VB Special, Budget Day		
December 10, 2019—6:30 PM	VB Regular		
December 16, 2019—7:00 PM	SB Regular		
December 17, 2019—6:30 PM	VB Regular		
December 17, 2019—7:15 PM	JT Special, 2 Lincoln		
January 6, 2020—8:00 AM to 3:30 PM	SB Special, Budget Day		
January 13, 2020—7:00 PM	SB Regular, Budget Meeting		
January 14, 2020—6:30 PM	VB Regular		
January 14, 2020—7:15 PM	JT Special, 2 Lincoln		
January 21, 2020—7:00 PM	SB Regular, Budget Public Hearing		
January 21, 2020—7:45 PM	JT Special, 81 Main		
January 28, 2020—6:30 PM	VB Regular		
February 3, 2020—7:00 PM	SB Regular		
February 3, 2020—7:45 PM	JT Special, 81 Main		
February 11, 2020—6:30 PM	VB Regular		
February 18, 2020—7:00 PM	SB Regular		
February 25, 2020—6:30 PM	VB Regular		
February 25, 2020—7:15 PM	JT Special, 2 Lincoln		
March 2, 2020—7:30 PM	Essex Community Dinner at 6:30; Annual Meeting at 7:30		
March 3, 2020—7:00 AM to 7:00 PM	Essex Voting		
March 10, 2020—6:30 PM	VB Regular		
March 16, 2020—7:00 PM	SB Regular		
March 24, 2020—6:30 PM	VB Regular		
March 24, 2020—7:15 PM	JT Special, 2 Lincoln		
April 1, 2020—7:00 PM	Essex Junction Community Supper at 6:00; Annual Meeting at 7:00		
April 6, 2020—7:00 PM	SB Regular		
April 6, 2020—7:45 PM	JT Special, 81 Main		

April 14, 2020—7:00 AM to 7:00 PM	Essex Junction Voting
April 14, 2020—6:30 PM	VB Regular

December 2019

SB = Town Selectboard

VB = Village Board of Trustees

JT = Joint Meeting of SB and VB



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 SB Regular 7:00 PM JT Special 7:45 PM	3	4 VB Budget Day 8:30 AM	5	6	7
8	9	10 VB Regular 6:30 PM	11	12 JT Governance Sub 7:00 PM, 2 Lincoln	13	14
15	16 SB Regular 7:00 PM	17 VB Regular 6:30 PM JT Special 7:15 PM	18	19 JT Governance Sub 7:00 PM, 2 Lincoln	20	21
22	23	24 Christmas Eve OFFICES CLOSED	25 Christmas OFFICES CLOSED	26	27	28
29	30	31	1	2	3	4
5	6	Notes				

January 2020

SB = Town Selectboard

VB = Village Board of Trustees

JT = Joint Meeting of SB and VB



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 New Year's Day OFFICES CLOSED	2	3	4
5	6 SB Budget Day 8:00 AM	7	8	9	10	11
12	13 SB Regular, Budget Mtg 7:00 PM	14 VB Regular 6:30 PM JT Special 7:15 PM	15	16	17	18
19	20 Martin Luther King Jr. OFFICES CLOSED	21 SB Regular, Budget Public Hearing, 7:00 PM JT Special 7:45 PM	22	23	24	25
26	27	28 VB Regular 6:30 PM	29	30	31	1
2	3	Notes				