

**BOARD OF TRUSTEES**  
**REGULAR MEETING AGENDA**  
**Tuesday, January 8, 2019 at 6:30 PM**  
**2 Lincoln St., Essex Junction, VT 05452**

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
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. Emerald Ash Borer Plan—Nick Meyer
  - b. Reallocate FY18 Assigned Fund Balance—Sarah Macy
  - c. Changes to the Budget—Sarah Macy
  - d. FYE20 Budget Discussion
  - e. Manager Evaluation Discussion
  - f. Approval of Resolution in Appreciation of Lauren Morrisseau—Greg Duggan
  - g. \*Consideration of real estate matter—Evan Teich
  - h. \*\*Evaluation of Employees—Greg Duggan
6. **CONSENT ITEMS**
  - a. Approval of minutes: December 19, 2018
  - b. Check Warrants #17127—12/21/18; #17128—12/28/18; #17129—01/04/19
7. **READING FILE**
  - a. Board Member Comments
  - b. Quality Youth Development Report (David Voegelé CHIPS)
  - c. CWD Budget Summary to Served Systems
  - d. Email from Jennette Nutting 12/30/18
  - e. Memo from Greg Duggan, Sarah Macy re: Response to Board of Trustee request to include Village Rolling Stock budget in Town Highway budget
  - f. Storm the Statehouse Event
  - g. Town Meeting Tune-up Training
  - h. Lake Champlain Regional Chamber of Commerce Legislative Breakfast
  - i. FYE 19 Budget Status Report as of 12/31/18
  - j. Vermont Housing Data Community Profile—Essex Junction
  - k. Upcoming Meeting Schedule

I. Minutes from other boards/committees:


- Bike Walk Advisory Committee 12/18/2018
- Planning Commission 12/20/18

8. **EXECUTIVE SESSION**

- a. \*An executive session is anticipated for consideration of real estate matter
- b. \*\*An executive session is anticipated for the evaluation of employees

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 Town Manager's office at 878-1341.*

Certification: 1/4/2019   
Date Posted Initials



# **Management Plan and Recommendations For Emerald Ash Borer and the Threat to Essex Junction's Trees**

December 11, 2013



## Table of Contents

Introduction .....	3
Emerald Ash Borer (EAB) Overview.....	3
EAB Signs and Symptoms .....	3
The Village Ash Trees .....	4
Tree Removal Options.....	5
Removal Cost Estimates & Recommendations .....	6
Contract Tree Removal: .....	6
PW Crew Tree Removal: .....	6
Stump Grinding .....	6
Contract Stump Grinding .....	7
PW Crew Stump Grinding .....	7
Table A: Costs Associated with Removal-Essex Junction Public Works .....	7
Table B: Costs Associated with Removal-Private Contractor.....	8
Tree Replacement .....	8
Preventative Treatment .....	9
Wood Utilization and Disposal .....	9
Private Property Ash Trees.....	9
Treatment: .....	9
Removal: .....	10
Retaining ash:.....	10
Public Education on EAB .....	10
Community Cost Sharing Possibilities .....	10
Contacts for more information regarding the EAB .....	11
Sources Consulted .....	11
Appendix A: Photographs .....	12
Ash Trees on Hayden Street.....	12
Ash Trees on Wilkinson Drive .....	13
Ash Trees on Tyler Drive .....	14
Ash Trees on Lavoie Drive .....	15
Appendix B: Maps .....	16
Ash Trees on Pearl Street.....	16
Public Ash Trees on Hayden St., Wilkinson Dr., Tyler Dr., and Lavoie Dr. ....	17



## Introduction

Emerald Ash Borer (EAB) was confirmed in Vermont for the first time in late February 2018 in Orange County and now can be found in all 6 New England states. While its arrival here has been anticipated for many years, the hope was that we would have more time before having to implement a strategy in Essex Junction for the long-term management of this devastating exotic insect pest.

This Management Plan was developed with the assistance of the Essex Junction Tree Advisory Committee, Essex Junction Public Works, and the Essex Junction Tree Warden. It is designed to address public safety concerns and minimize the impact to the Village budget by providing a plan to pre-emptively remove ash along the Village right-of-way over the next several years. Goals of the plan include:

- increase species diversity,
- reduce future dead and diseased public trees, and
- address future health and safety impacts to our public trees.

## Emerald Ash Borer (EAB) Overview

Emerald ash borer, *Agrilus planipennis*, first appeared in the United States in 2002 near Detroit, Michigan. It is believed to have been brought into the country in wooden packing crates from Asia. The adult emerald ash borer is a small metallic green beetle about a half inch long that is known to attack all native species of ash in North America. The adults feed on the leaves of ash before depositing eggs on the bark of the tree. Upon hatching, the larvae burrow through the bark and into the inner bark layer, or cambium, of the tree. There they feed on the phloem and outer xylem forming s-shaped galleries, essentially disrupting the vascular system of the tree causing canopy dieback, rapid decline, and eventual death of the tree. The rapid rate of reproduction of the beetle can lead to very high population levels in a few years following the initial infestation and trees can be killed within two years, if heavily infested. Despite extensive efforts to contain and eradicate EAB in Michigan when it first was detected, the insect has prevailed and has devastated ash populations across the mid-west and northeast killing millions of trees and costing millions of dollars. As of fall 2018 EAB is confirmed in 35 states and 5 Canadian provinces.

## EAB Signs and Symptoms

Early detection of EAB in newly infested trees is difficult, particularly for the general public, because visible external symptoms are minimal in the early stage of infestation until populations build in an area. It can take several years to detect an EAB infestation after it arrives and may

only be noticeable once the first trees begin to die. The first symptoms of EAB are cracks in the bark where the larvae have been feeding within the tree. As populations build, woodpeckers can be seen attacking infested trees in search of the larvae. Woodpecker foraging signs are highly visible and a frequent identifying feature, though usually occur only once EAB is well-established. The general health of infested trees decline rapidly, exhibiting obvious signs of canopy thinning and dieback and epicormic sprouts (water sprouts) (Fig. 1). Most ash trees infested with EAB will die within five years.

The D-shaped emergence holes made by adults are small and hard to detect when infestations are light but are a reliable sign of attack as populations build. For more information on the life cycle of EAB, its identification, and the signs and symptoms of infestation go to [VTinvasives.org/eab](http://VTinvasives.org/eab).



*Signs of EAB in ash trees, from left: tree with thinning canopy and epicormic growth at the base, D-shaped exit hole, larval tunnels under bark.*

For information on how to identify ash trees go to: [vtinvasives.org/land/emerald-ash-borer-vermont/identify-ash-trees](http://vtinvasives.org/land/emerald-ash-borer-vermont/identify-ash-trees).

## The Village Ash Trees

The confirmation of EAB in Vermont has significant implications for Essex Junction both financially and aesthetically. Essex Junction has 166 ash trees along its public streets, which currently accounts for about 16.5 percent of its total 975 plus inventoried trees. This information was taken from the Village's public tree inventory which was completed in 2014 by the Vermont Urban and Community Forestry Program with assistance from the University of Vermont Land Stewardship Program. The Essex Junction Tree Advisory Committee now updates and manages the inventory as needed.

Management options include: closely monitoring Village ash trees for signs or symptom of EAB, proactively removing a certain percentage of ash in the current inventory, starting with those that are in the poorest health and planting new trees in their place. Chemical treatment is also an option (see .9 Preventative Treatment, for the Village response). 98% of the ash trees are located in the Southwest quadrant of the Village; they are located in the public right-of-way on the following streets and parks:

<u>Street</u>	<u>Ash Tree Count</u>
Wilkinson Dr.	51
Tyler Dr.	33
Pearl St Median between West St. Ext and Susie Wilson Rd.	27
Lavoie Dr.	26
Hayden St.	14
Main St.	6
Upper Pearl St.	4
Maple St. Park	3
Park St.	2

The average size/diameter of these trees is between 8 and 10 inches, measured 4.5 feet above ground. Fortunately, the Village does not have a high population of large diameter ash trees which will make the removal costs less expensive.

Cascade Park has several ash trees growing in a wooded area south of the baseball field and tennis courts. These trees will be monitored after EAB arrives and any that pose a public safety concern will be removed.

## Tree Removal Options

There are two removal management options to respond to EAB:

**The first is to remove trees as they die:** The Village could wait until EAB arrives and then begin removing ash trees after they begin to die. This reactive strategy puts the Village at a high liability risk for public safety concerns as the majority of our 166 ash trees may all need to be removed within 2 or 3 years or less. The removal costs will be higher because dead and dying ash trees can be hazardous to work on and there will likely be a higher demand on tree companies to remove other ash trees in Chittenden County and the surrounding area. Ash trees lose structural stability rapidly after death by EAB. The wood dries and the brittle tree falls apart. Dead and heavily infected trees will need to be removed promptly. Tree removal costs vary depending on

percent of decline, tree size, site limitations (utilities, other targets, and access), travel time, and wood loading and hauling. Due to the risk involved with removing trees in this condition, the Village would need to contract with qualified commercial tree care companies.

**The second is pre-emptive tree removal:** The proactive removal strategy would involve removing all of the ash trees in the right-of-way prior to the arrival of an EAB infestation in Essex Junction. This strategy allows greater budget flexibility to manage EAB. It also allows the Village to remove live trees, which will be less expensive and safer to work on. The pre-emptive removal of ash trees would also allow replacement plantings to occur over time, both increasing size class diversity in Essex Junction's urban forest and lessening the aesthetic and environmental impacts of losing all of the ash trees in a short period of time. There are two possible options for removing live trees. The Village could either contract with a qualified tree care company or work with the Public Works Department crew to remove the trees. The Village Public Works Department has indicated a willingness to participate in ash tree removal.

## Removal Cost Estimates & Recommendations

**Contract Tree Removal:** Some cost estimates are presented based on average tree size and removal time. The actual cost per tree will vary greatly, but figures presented below allow for budgetary planning. Removal prices were received from 3 local tree care companies and averaged for the estimate. The average contract cost estimate to remove the 166 Village ash tree is \$151.00/tree totaling \$25,066 for all trees.

**PW Crew Tree Removal:** The Village PW crew would remove the trees during their regular working hours. With this option there would be no direct labor costs to the Village. They will need to rent a brush chipper which would cost \$1,100 per week. They have all the other equipment needed for the task.

The Essex Junction Tree Advisory Committee (EJTAC) recommends working with the Village Public Works crew to remove the trees. The goal would be to remove 15 trees each year for the next 11 years. Tree removal would start in the Hayden, Lavoie, Tyler & Wilkinson neighborhoods. The Village would remove a few trees (3 to 4) on each street and replant new trees in their place. The removals would be staggered so there wouldn't be several trees in a row removed. This approach retains the existing tree canopy height for a longer period of time as you drive through the neighborhoods.

## Stump Grinding

After the dead trees are removed, we will need to make space for new trees in our greenbelts by grinding out the stumps. This involves grinding the stump with a machine, hauling away the

grindings, and refilling the hole with topsoil. There are two possible options for grinding stumps. The Village could contract with a qualified tree care company or work with the PW crew to grind the stumps.

**Contract Stump Grinding:** Stump grinding prices were received from 3 local tree care companies and averaged for the estimate. The average contract cost estimate to remove the 166 ash tree stumps is \$115.00/stump totaling \$19,090 for all stumps.

**PW Crew Stump Grinding:** The Village PW crew would remove the stumps during their regular working hours. With this option there would be no direct labor costs to the Village. They will need to rent a Stump Grinder which would cost \$900 per week. They have all the other equipment needed for the task.

The EJTAG recommends working with the Village PW crew to remove the stumps.

**Table A: Costs Associated with Removal-Essex Junction Public Works**

Year	Trees	Brush Chipper Rental	Stump Grinder Rental	Tree Replacement	Year Total
2019	15	\$1,100	\$500	\$9,750	\$11,350
2020	15	\$1,100	\$500	\$9,750	\$11,350
2021	15	\$1,100	\$500	\$9,750	\$11,350
2022	15	\$1,100	\$500	\$9,750	\$11,350
2023	15	\$1,100	\$500	\$9,750	\$11,350
2024	15	\$1,100	\$500	\$9,750	\$11,350
2025	15	\$1,100	\$500	\$9,750	\$11,350
2026	15	\$1,100	\$500	\$9,750	\$11,350
2027	15	\$1,100	\$500	\$9,750	\$11,350
2028	15	\$1,100	\$500	\$9,750	\$11,350
2029	16	\$1,100	\$500	\$10,400	\$12,000
<b>Total</b>	<b>166</b>	<b>\$12,100</b>	<b>\$5,500</b>	<b>\$107,900</b>	<b>\$125,500</b>

Table B: Costs Associated with Removal-Private Contractor

Year	Trees	Tree Removal	Stump Grinding	Tree Replacement	Year Total
2019	15	2265	1725	9750	13740
2020	15	2265	1725	9750	13740
2021	15	2265	1725	9750	13740
2022	15	2265	1725	9750	13740
2023	15	2265	1725	9750	13740
2024	15	2265	1725	9750	13740
2025	15	2265	1725	9750	13740
2026	15	2265	1725	9750	13740
2027	15	2265	1725	9750	13740
2028	15	2265	1725	9750	13740
2029	16	2416	1840	10400	14656
<b>Total</b>	<b>166</b>	<b>25066</b>	<b>19090</b>	<b>107900</b>	<b>152056</b>

## Tree Replacement

The EJTAC recommends replacing the 15 trees removed each year with 15 new trees; these will be included as part of the Village's ongoing tree planting program. Trees are planted in late April or early May. So, trees removed in the summer or fall would be planted the following spring. The Village will contract with a qualified landscape contractor to plant the new trees.

New replacement trees will be 2" caliper, with a wholesale price of \$240.00, costing \$650.00 dollars to install and water for one year by a landscape contractor. The cost for replacing all 166 trees will be \$107,900.

The EJTAC will be responsible for selecting the replacement trees, contracting with a qualified landscape contractor and overseeing the tree installations.

The tree replacement process should be done each year for the next 11 years to fill in the gaps created by removing the infected ash trees. The ultimate goal is to recreate the tree canopy that is seen on the streets today. Based on tree replacement estimates, the annual replacement cost estimate is \$9,750. This cost may vary based on tree costs and the chosen contractor.

## Preventative Treatment

Ash trees can be treated with insecticides to prevent EAB. However, this option is a long-term commitment and the insecticide needs to be reapplied every 2 years. This is an expensive option and is recommended for specimen high value trees in good condition. The State of Vermont recommends two insecticide options for use in protecting ash trees; emamectin benzoate and azadirachtin; both are applied via systemic trunk injection and can only be applied by a certified pesticide applicator. Currently the average treatment cost is \$12.00 per inch of trunk diameter. For more information go to [vtinvasives.org/eab](http://vtinvasives.org/eab).

The EJTAG does not recommend insecticide treatment of ash trees in the Village right-of-way and parks because of the long-term expense and commitment; if treatment ceases, the trees will be prone to EAB. Also, the EJTAG would have a difficult time supporting this expense to preserve a monoculture of ash when there's an opportunity to correct it and to diversify the urban forest in the Village.

## Wood Utilization and Disposal

There will be a small amount of wood chips and a few firewood chunks available as the Village's ash removal plan is implemented. We do not anticipate any saw logs from the Village trees because of their small diameter size. One option would be to haul the woodchips to the McNeil wood-fired generating station in Burlington to generate power. The Village could also locate a disposal site where residents could pick up the woodchips free for use as mulch. Vermont is now within the US Department of Agriculture (USDA) quarantine boundary. There is a national quarantine to limit the spread of EAB. Firewood and ash tree products cannot be moved from inside the quarantined area to areas outside the infested area. It is currently legal to repurpose infested ash trees and products if they stay within the quarantined area. For more information and current USDA quarantine updates on wood utilization and disposal go to: [vtinvasives.org/land/emerald-ash-borer-vermont/slow-spread-of-eab](http://vtinvasives.org/land/emerald-ash-borer-vermont/slow-spread-of-eab).

## Private Property Ash Trees

Residents with an ash tree(s) on their property should make a plan; the management options for private property in the Village are:

**Treatment:** High value ash trees in good condition can be considered for insecticide treatment. Contact an ISA Certified Arborist to assess whether your tree is suitable for treatment. Treatment of high value ash trees is a long-term commitment. Treating in June or July is preferred to minimize damage. Once EAB has been detected within 15 miles of the property,



treatment should begin. Insecticide applications can only be done by a certified pesticide applicator.

**Removal:** Dead and dying ash trees will become high risk for public safety. Remove and replace untreated ash trees with a different species. Doing nothing may put you, your property, and public safety at risk. It is recommended that removals only be done by a certified tree care company. For more information go to: [vtcommunityforestry.org/resources/tree-care/hiring-arborist](http://vtcommunityforestry.org/resources/tree-care/hiring-arborist).

**Retaining ash:** If you have ash trees on your property that will pose no threat to public safety, property, or Village infrastructure, they could be left alone. Over 99% of ash trees will be killed by EAB, but a small percentage exhibit resistance to the pest. These “lingering ash” will be important to future efforts of breeding EAB-resistant ash trees. It is worth reiterating that this option is only appropriate for ash trees in remote and wooded locations, and not within proximity to any road, trail, home, building, or any other location where it might cause personal or property damage.

## Public Education on EAB

The Village will make a conscious effort to educate the residents regarding EAB and its community impact. An emphasis will be placed on notifying residents in neighborhoods whose streets contain the largest concentrations of ash trees. These areas will see the most significant change to the neighborhood streetscape.

The Village will use Front Porch Forum, Facebook, and the Essex Reporter, as well as hosting EAB forums to disseminate information. Where applicable, the Village will contact a Homeowners Association directly. Before tree removal begins in the right-of-way, homeowners will be contacted directly by a letter from the Village or by canvassing the affected streets.

The Village Tree Advisory Committees website ([www.essexjunction.org/boards/tree-advisory-committee/](http://www.essexjunction.org/boards/tree-advisory-committee/)) will post pertinent information regarding EAB and serve as a resource for residents.

## Community Cost Sharing Possibilities

The Village should explore opportunities for cost-sharing with neighboring municipalities in an effort to save money. Some of the major costs associated with EAB management efforts are dealing with tree removal, stump grinding, and replanting. This may become costly, especially if communities are not prepared and have large numbers of trees that need immediate removal. A number of options exist, each with their own associated costs. Collaborating with surrounding communities may allow for better annual budget management to deal with EAB responsibly.



## Contacts for more information regarding the EAB

- Vermont Urban & Community Forestry Program Technical Assistance Coordinator, Vermont Dept. of Forests, Parks & Recreation:  
Elise Schadler, [elise.schadler@vermont.gov](mailto:elise.schadler@vermont.gov) (802)-522-6015
- Vermont Urban & Community Forestry Program Manager, Vermont Dept. of Forests, Parks & Recreation:  
Danielle Fitzko, [danielle.fitzko@vermont.gov](mailto:danielle.fitzko@vermont.gov) (802)-598-9992
- Chittenden County Forester, Vermont Dept. of Forests, Parks & Recreation:  
Ethan Tapper, [ethan.tapper@vermont.gov](mailto:ethan.tapper@vermont.gov) (802)-585-9099
- District Urban and Community Forester, Vermont Dept. of Forests, Parks & Recreation:  
Matt Leonard, [matt.leonard@vermont.gov](mailto:matt.leonard@vermont.gov) (802)-279-1371
- State Pest Survey Coordinator, Vermont Dept. of Agriculture, Foods & Markets:  
Emilie Inoue, [emilie.inoue@vermont.gov](mailto:emilie.inoue@vermont.gov) (892)-505-0217
- Essex Junction Tree Warden:  
Warren Spinner, [wspinner@comcast.net](mailto:wspinner@comcast.net) (802) 316-0785
- Essex Junction Tree Advisory Committee Chair:  
Nick Meyer, [nmeyer52@aol.com](mailto:nmeyer52@aol.com) (802)-233 9493

An observation of EAB can also be reported online at [www.vtinvasives.org/eab-photo-submission-form](http://www.vtinvasives.org/eab-photo-submission-form) or by phone at 1-866-322-4512.

## Sources Consulted

- Town of Johnson, VT Emerald Ash Borer Preparedness Plan (2014):  
[http://townofjohnson.com/wp-content/uploads/2014/02/Johnson\\_EABPreparednessPlan\\_final.pdf](http://townofjohnson.com/wp-content/uploads/2014/02/Johnson_EABPreparednessPlan_final.pdf)
- Town of Williston, VT Emerald Ash Borer Preparedness Plan (2015):  
[https://www.town.williston.vt.us/vertical/sites/%7BF506B13C-605B-4878-8062-87E5927E49F0%7D/uploads/EAB\\_Plan\\_Draft2\\_-\\_JLM\\_edits.pdf](https://www.town.williston.vt.us/vertical/sites/%7BF506B13C-605B-4878-8062-87E5927E49F0%7D/uploads/EAB_Plan_Draft2_-_JLM_edits.pdf)
- Vermont Invasives: <https://www.vtinvasives.org/>
- Vermont Urban and Community Forestry Program, Emerald Ash Borer Management: <https://vtcommunityforestry.org/community-planning/tree-pests>
- Emerald Ash Borer Information Network: <http://www.emeraldashborer.info/>
- Vermont Dept. of Agriculture, Food & Markets, EAB Information: [https://agriculture.vermont.gov/Emerald\\_Ash\\_Borer](https://agriculture.vermont.gov/Emerald_Ash_Borer)

## Appendix A: Photographs

### Ash Trees on Hayden Street



*Photo Credit: Warren Spinner*

The public ash trees are on the left side of the street (non-sidewalk side).



## Ash Trees on Wilkinson Drive



*Photo credit: Warren Spinner*

The public ash trees are on the right side of the streets (non-sidewalk side).

## Ash Trees on Tyler Drive



*Photo credit: Warren Spinner*

The public ash trees are on the left side of the street (non-sidewalk side).



## Ash Trees on Lavoie Drive

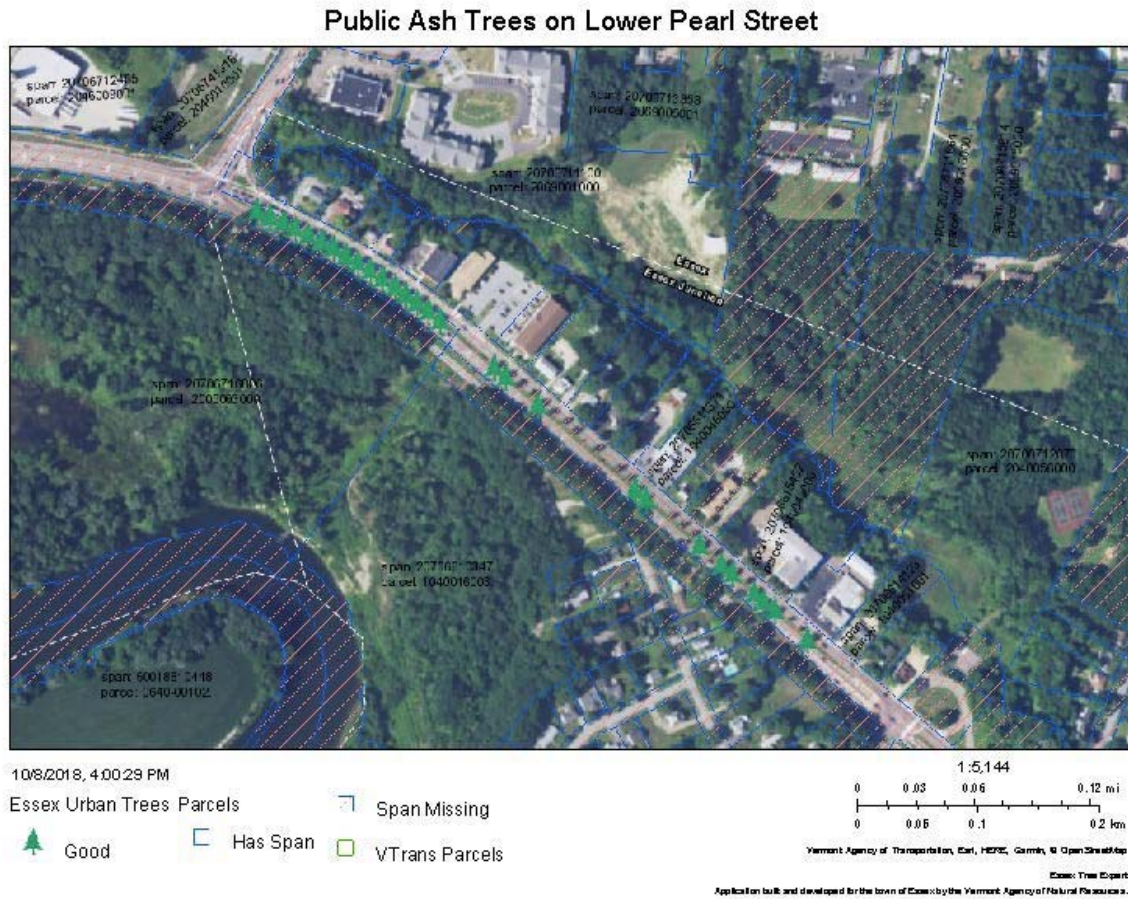


*Photo credit: Warren Spinner*

The public ash trees are on the right side of the street (non-sidewalk side).

## Appendix B: Maps

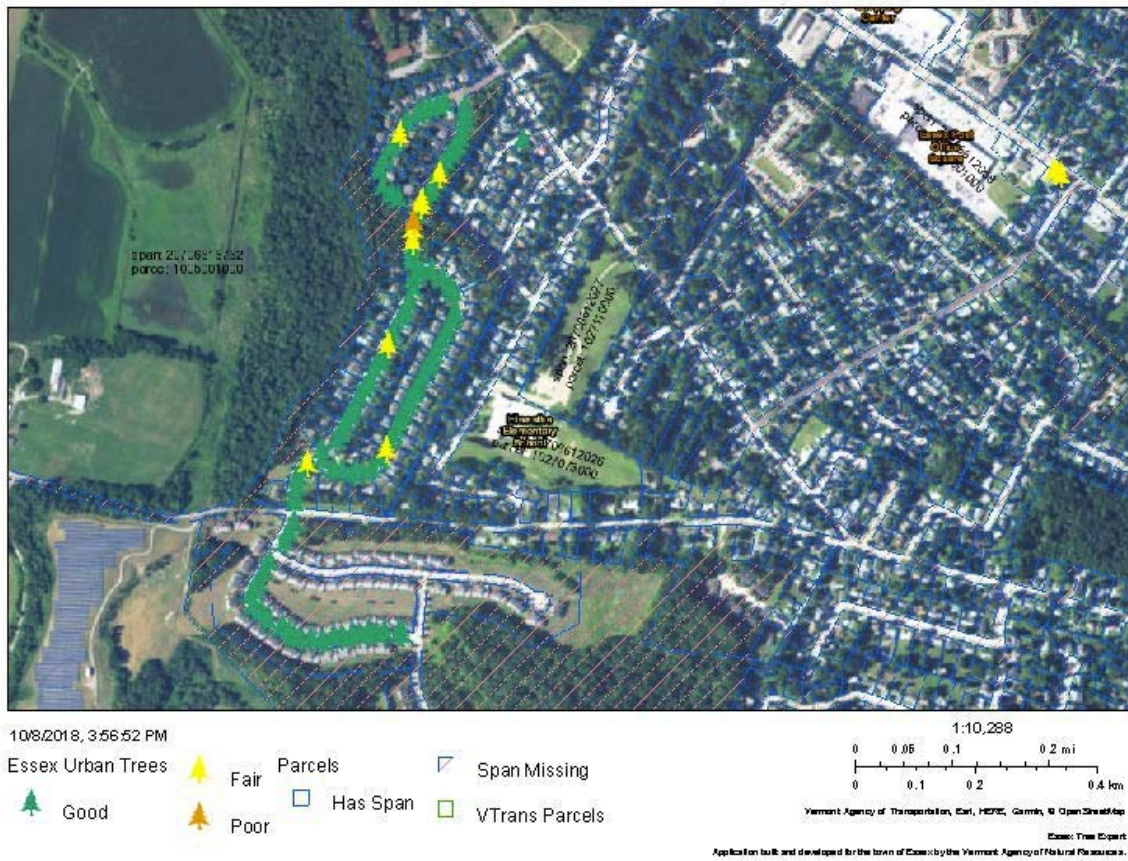
### Ash Trees on Pearl Street





# Public Ash Trees on Hayden St., Wilkinson Dr., Tyler Dr., and Lavoie Dr.

## Public Ash Trees on Hayden St, Wilkinson Dr, Tyler Dr & Lavoie Dr





2 Lincoln Street  
Essex Junction, VT 05452  
[www.essexjunction.org](http://www.essexjunction.org)

## **MEMORANDUM**

**TO:** Village Trustees  
**FROM:** Evan Teich, Unified Manager and Sarah Macy, Finance Director/Assistant Village Manager  
**DATE:** January 8, 2019  
**SUBJECT:** Changes to Assignment of Fund Balance

### **Issue**

The issue is to recommend that the Trustees shift \$11,000 of the amount assigned for Building Maintenance to an assignment for the Governance Advisory Attorney.

### **Discussion**

At the December 11, 2018 Trustees meeting, \$39,699 of FY18 fund balance was assigned for Building Maintenance. Staff recommends that \$11,000 of this amount be re-assigned to cover the budgeted amount for Dan Richardson, the Governance Advisory Attorney. This will remove \$11,000 from the FY20 operating budget helping to soften the overall increase.

### **Cost**

There is no cost to this issue.

### **Recommendation**

Staff recommends the Trustees reallocate \$11,000 of assigned fund balance from Building Maintenance to Governance Advisory Attorney.





2 Lincoln Street  
Essex Junction, VT 05452  
[www.essexjunction.org](http://www.essexjunction.org)

## **MEMORANDUM**

**TO:** Village Trustees and Evan Teich, Unified Manager  
**FROM:** Sarah Macy, Finance Director | Assistant Village Manager  
**DATE:** January 8, 2019  
**SUBJECT:** Changes to Proposed Budgets

### **Issue**

The issue is to identify changes made to the proposed FY20 budgets since the all-day budget meeting December 19, 2018.

### **Discussion**

The following changes have been made to the FY20 budgets since the all-day budget meeting:

- \$11,000 for Dan Richardson has been removed from the Admin Other Professional Services Budget 210-41320.330 and moved to FY18 Assigned Fund Balance
- \$2,000 has been added to the Admin Communications Budget 210-41320.530 to fund the entire \$6,000 request from Channel 17

### **Cost**

The cost of the adjustments to the General Fund budget is a decrease of \$9,000 changing the percentage increase in the budget from 4.82% to 4.63%. Decreasing the estimated tax rate from \$0.3144 to \$0.3135.

### **Recommendation**

Staff recommends the Trustees incorporate these changes into their FY20 budget.

**Memorandum**

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

**From:** Greg Duggan, Deputy Town Manager GSD

**Re:** Approval of resolution of appreciation for Lauren Morrisseau

**Date:** January 4, 2019

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**Issue**

The issue is whether the Selectboard/Board of Trustees will approve a resolution of appreciation for Lauren Morrisseau.

**Discussion**

Finance Director Lauren Morrisseau retired on December 31, 2018 after more than 25 years working for the Village of Essex Junction, including 1.5 years for the Town of Essex. Ms. Morrisseau had a distinguished career and was a tremendous asset to Essex. An attached Resolution of Appreciation contains more details about her career.

**Cost**

None.

**Recommendation**

It is recommended that the Selectboard/Trustees approve a resolution of appreciation for Lauren Morrisseau.

## **RESOLUTION IN APPRECIATION OF LAUREN MORRISSEAU**

**WHEREAS,** Lauren Morrisseau was hired as Accountant/Computer Manager for the Village of Essex Junction on June 7, 1993; and

**WHEREAS,** Lauren was promoted to Finance Director on           ; and

**WHEREAS,** Lauren was hired as co-Interim Village Manager for the Village of Essex Junction in September 2012, serving in that role for more than 10 months; and

**WHEREAS,** Lauren was hired as Finance Director for the Town of Essex and the Village of Essex Junction in January 2015, becoming the first unified Finance Director for the Town of Essex and the Village of Essex Junction; and

**WHEREAS,** Lauren retired on December 31, 2018, concluding more than 25 years of dedicated service and leadership to the entire Essex community; and,

**WHEREAS,** Lauren played a crucial role in consolidating the Village and Town Finance Departments and aligning Village and Town budgets; and

**WHEREAS,** Lauren's budgeting skills, creativity, and fiscal oversight ensured that the Village and Town had strong financial bases; and,

**WHEREAS,** Lauren served as a mentor to numerous municipal employees, demonstrating leadership through honesty and expertise; now therefore be it,

**RESOLVED,** that the Board of Trustees and the Selectboard, on behalf of the staff and citizens of the Town of Essex, including the Village of Essex Junction, hereby extend our most sincere appreciation to Lauren for her 25 years of dedicated service to Essex.

Adopted this 8th day of January 2018 by the Essex Selectboard and Essex Junction Board of Trustees.

## **Village of Essex Junction Trustees**

---

George A. Tyler, President

---

Andrew P. Brown, Vice President

---

Elaine Haney

---

Lori A. Houghton

---

Daniel S. Kerin

## **Town of Essex Selectboard**

---

Max G. Levy, Chair

---

R. Michael Plageman, Vice Chair

---

Elaine Haney, Clerk

---


Andrew J. Watts

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Irene A. Wrenner



## **MEMORANDUM**

**TO:** Village Trustees  
**FROM:** Evan Teich, Unified Manager   
**DATE:** January 8, 2019  
**SUBJECT:** Executive session for consideration of real estate matter

### **Issue**

The issue is whether or not the Board of Trustees enters into executive session to consider a real estate matter.

### **Discussion**

In order to have a complete and thorough discussion about this topic, it would appear that an executive session would be necessary for consideration of real estate option.

### **Cost**

N/A

### **Recommendation**

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

"I move that the Trustees enter into executive session for the negotiating or securing of real estate purchase or lease options pursuant to 1 V.S.A. § 313(a)(2), to include the Unified Manager, the Assistant Town Manager and the Community Development Director".

**Memorandum**

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

**From:** Greg Duggan, Deputy Town Manager

**Re:** Evaluation of employees

GSD

**Date:** January 4, 2019

---

Confidential materials for this item will be distributed at the meeting.

**Memorandum**

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

**From:** Greg Duggan, Deputy Town Manager

**Re:** Executive Session/Evaluation of employees

**Date:** January 4, 2019

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**Issue**

The issue is whether or not the Selectboard enters into executive session to evaluate employees.

**Discussion**

In order to have a complete and thorough discussion about this topic, it would appear that an executive session would be necessary, and the evaluation of employees can be a protected discussion.

**Cost**

N/A

**Recommendation**

If the Selectboard wishes to enter executive session, the following motion is recommended:

“I move that the Selectboard enter into executive session to discuss the evaluation of employees in accordance with 1 V.S.A. Section 313 (a)(3) and to include the Manager, Deputy Town Manager, and Finance Director/Assistant Village Manager.”

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF SPECIAL MEETING  
December 19, 2018**

**TRUSTEES PRESENT:** George Tyler (Village President), Andrew Brown, Lori Houghton, Elaine Sopchak  
**ADMINISTRATION:** Evan Teich, Unified Manager; Lauren Morrisseau, Assistant Village Manager/Finance Director; Sarah Macy, Assistant Finance Director; Greg Duggan, Deputy Town Manager.  
**OTHERS PRESENT:** Megan Allison, Chris Gaboriault, Hiawatha Elementary School 3<sup>rd</sup> Grade Class, Wendy Hysko, Rick Jones, Jim Jutras, Brad Luck, Dennis Lutz, Patrick Murray, Robin Pierce, Susan Pierce, Lou Ann Pioli, Ally Vile, Irene Wrenner.

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

Village President George Tyler called the meeting to order at 8:15 AM and led the assemblage in the Pledge of Allegiance.

**2. AGENDA ADDITIONS/ CHANGES**

No changes were made to the agenda.

**3. APPROVE AGENDA**

With no changes to the agenda, a motion to approve was not needed.

**4. PUBLIC TO BE HEARD**

No inquiries to be heard.

**5. BUSINESS ITEMS**

**a. FYE20 Budget Work Session**

Mr. Teich and Ms. Morrisseau presented the proposed budget to the Trustees, followed by a series of meetings with department heads. The budget will be presented to the Trustees for final review on January 8, 2019 and move to public hearing on January 22, 2019.

**6. CONSENT ITEMS**

No consent items were addressed.

**8. READING FILE**

**a. Board Member Comments**

There were no board member comments.

**b. Memo from Darren Schibler re: Emerald Ash Borer Response**

**c. Upcoming Meeting Schedule**

**9. EXECUTIVE SESSION**

There was no executive session.



10. **ADJOURN**

**MOTION by Andrew Brown, SECOND by Lori Houghton, to adjourn the meeting. The motion passed 4-0.**

The meeting adjourned at 4 p.m.

Respectfully Submitted,  
Greg Duggan

12/21/18  
10:07 am

Town of Essex / Village of EJ Accounts Payable  
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Page 1 of 5  
HPackard

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	11/30/18	PW dash buttons 1NV14VWX7W6K	210-43110.610 SUPPLIES	9.98	20520	12/21/18
19815	AMAZON CAPITAL SERVICES	12/08/18	AD water pitcher 1RDKF9H1NMC4	210-41320.560 TRUSTEES EXPENDITURES	19.99	20520	12/21/18
02420	AUTOZONE	12/11/18	ST led light bar 3236385036	210-43110.432 VEHICLE MAINTENANCE	100.98	20524	12/21/18
00530	BRODART CO	12/03/18	BF book B5489269	210-49345.000 LIBRARY DONATION EXPENDIT	15.38	20528	12/21/18
00530	BRODART CO	12/06/18	BL book B5493163	210-49346.002 JUVEN COLLECTION-PRNT & E	9.43	20528	12/21/18
00530	BRODART CO	12/06/18	BL book B5493164	210-45551.641 JUVEN COLLECTION-PRNT & E	9.71	20528	12/21/18
00530	BRODART CO	12/06/18	BL book B5493164	210-45551.610 SUPPLIES	0.80	20528	12/21/18
00530	BRODART CO	12/10/18	BL books B5494249	210-45551.640 ADULT COLLECTION-PRINT &	393.48	20528	12/21/18
00530	BRODART CO	12/10/18	BL books B5494249	210-45551.610 SUPPLIES	21.60	20528	12/21/18
00530	BRODART CO	12/10/18	BL books B5494398	210-45551.640 ADULT COLLECTION-PRINT &	50.95	20528	12/21/18
00530	BRODART CO	12/10/18	BL books B5494398	210-45551.610 SUPPLIES	0.40	20528	12/21/18
00530	BRODART CO	12/10/18	BL book B5494756	210-49346.001 ADULT COLLECTION-PRINT &	15.92	20528	12/21/18
00530	BRODART CO	12/11/18	BL book B5495665	210-45551.641 JUVEN COLLECTION-PRNT & E	9.17	20528	12/21/18
00530	BRODART CO	12/11/18	BL book B5495665	210-45551.610 SUPPLIES	0.80	20528	12/21/18
13800	BROWN DANIELLE M	12/07/18	BF youth programs 4500012718	210-49345.000 LIBRARY DONATION EXPENDIT	50.00	20529	12/21/18
20990	BROWN PUBLIC LIBRARY	12/12/18	BL books 4600121218	210-49346.001 ADULT COLLECTION-PRINT &	15.00	20530	12/21/18
V0455	CANON SOLUTIONS AMERICA	12/07/18	AD-COPIES 11/7-12/6/2018 4027824130	210-41320.442 LEASED SERVICES	79.61	20531	12/21/18
03000	CARGILL SALT EASTERN INC	11/28/18	ST salt 2904454013	210-43125.610 WINTER MAINTENANCE	2586.68	20532	12/21/18
03000	CARGILL SALT EASTERN INC	12/04/18	ST salt 2904465698	210-43125.610 WINTER MAINTENANCE	2418.07	20532	12/21/18
V04609	CENTER POINT LARGE PRINT	12/01/18	BL books 1645254	210-45551.640 ADULT COLLECTION-PRINT &	93.48	20536	12/21/18
38280	CRYSTAL ROCK BOTTLED WATE	12/11/18	LH-NOV BOTTLED WATER 177222771211	210-41940.610 SUPPLIES	14.49	20541	12/21/18
31275	DON WESTON EXCAVATING INC	12/11/18	ST snow removal 5 Crnrs 32452	210-43125.570 CONTRACT SERVICES	3825.00	20542	12/21/18
31275	DON WESTON EXCAVATING INC	12/11/18	ST Paved School St 32453	210-43125.570 CONTRACT SERVICES	435.00	20542	12/21/18
25715	DONALD L. HAMLIN CONSULT	12/10/18	ST Pearl St/West St signa 12101816814	210-43110.576 ENGINEERING SERVICES	106.50	20543	12/21/18
19005	FIRSTLIGHT FIBER	12/01/18	VA Nov internet/phone 4619663	210-41320.535 TELEPHONE SERVICES	145.37	20552	12/21/18

12/21/18

10:07 am

## Town of Essex / Village of EJ Accounts Payable

Page 2 of 5

Check Warrant Report # 17127 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 12/21/18 To 12/21/18 &amp; Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19005	FIRSTLIGHT FIBER	12/01/18 VA Nov internet/phone 4619663	210-41940.535 TELEPHONE SERVICES	40.96	20552	12/21/18
19005	FIRSTLIGHT FIBER	12/01/18 VA Nov internet/phone 4619663	210-41970.535 TELEPHONE SERVICES	33.00	20552	12/21/18
19005	FIRSTLIGHT FIBER	12/01/18 VA Nov internet/phone 4619663	210-41320.530 COMMUNICATIONS	34.95	20552	12/21/18
19005	FIRSTLIGHT FIBER	12/01/18 BL tech & phone access 4619950	210-45551.530 TECHNOLOGY ACCESS	39.95	20553	12/21/18
19005	FIRSTLIGHT FIBER	12/01/18 BL tech & phone access 4619950	210-45551.535 TELEPHONE SERVICES	94.11	20553	12/21/18
28095	FLAG SHOP OF VERMONT	11/19/18 ST flags 21987	210-43161.002 MEMORIAL PARK	627.20	20554	12/21/18
V10287	GAWORECKI/ JOHN M.//	12/17/18 Train for Train Hop Event 121718D	210-41335.810 COMMUNITY EVENTS & PROGRA	200.00	20557	12/21/18
07010	GREEN MOUNTAIN POWER CORP	12/07/18 MSP & Maint Bldg Power 120718D	210-45220.622 ELECTRICAL SERVICE	247.15	20562	12/21/18
07010	GREEN MOUNTAIN POWER CORP	12/07/18 MSP Admin, Aspire, Pool 120718D1	210-45220.622 ELECTRICAL SERVICE	1544.22	20563	12/21/18
14910	GROTEN RAPHAEL	11/30/18 BF youth program 3450001118	210-49345.000 LIBRARY DONATION EXPENDIT	150.00	20565	12/21/18
33495	INGRAM LIBRARY SERVICES I	12/03/18 BL books 37660693	210-45551.640 ADULT COLLECTION-PRINT &	16.30	20569	12/21/18
33495	INGRAM LIBRARY SERVICES I	12/04/18 BL book 37678400	210-45551.640 ADULT COLLECTION-PRINT &	14.24	20569	12/21/18
23980	INTERSTATE ALL BATTERY CE	12/10/18 ST auto battery 190320101061	210-43110.432 VEHICLE MAINTENANCE	135.95	20570	12/21/18
20700	POZIREKIDES RITA J	12/12/18 AD-JOINT MTG MINTS 12/5/1 1205	210-41320.530 COMMUNICATIONS	102.37	20589	12/21/18
24325	RADIO NORTH GROUP INC	12/06/18 ST connector , etc 24140387	210-43110.443 RADIO MAINTENANCE	117.75	20590	12/21/18
02050	RON BUSHEY'S SUNOCO	12/05/18 ST truck 42	210-43110.432 VEHICLE MAINTENANCE	60.00	20595	12/21/18
09105	SECURE SHRED	12/07/18 AD-SHREDDING OLD FILES 291602	210-41320.610 SUPPLIES	140.00	20599	12/21/18
23855	SOUTHWORTH-MILTON, INC.	12/03/18 ST nut INV1472941	210-43110.432 VEHICLE MAINTENANCE	27.90	20600	12/21/18
37680	TARRANT, GILLIES & RICHA	11/30/18 TM Richardson invoice 11862	210-41320.330 OTHER PROFESSIONAL SERVIC	590.63	20605	12/21/18
21000	UNIFIRST CORPORATION	12/12/18 LH-MAT SERVICE 0361914461	210-41940.434 MAINT. BUILDINGS/GROUNDS	72.60	20609	12/21/18
21000	UNIFIRST CORPORATION	12/12/18 BL mats 0361914516	210-45551.423 CONTRACT SERVICES	61.72	20610	12/21/18
11935	VIKING-CIVES USA	12/06/18 ST blade 4485658	210-43110.610 SUPPLIES	690.00	20615	12/21/18
30210	VT LEAGUE OF CITIES & TOW	12/01/18 FN Pacif workers comp 0195201902	210-43110.521 LIABILITY & PROPERTY INS.	6332.07	20619	12/21/18
30210	VT LEAGUE OF CITIES & TOW	12/01/18 FN Pacif workers comp 0195201902	210-42220.521 LIABILITY & PROPERTY INS.	3523.73	20619	12/21/18
30210	VT LEAGUE OF CITIES & TOW	12/01/18 FN Pacif workers comp 0195201902	210-41940.521 LIABILITY & PROPERTY INS.	2455.21	20619	12/21/18

12/21/18  
10:07 am

Town of Essex / Village of EJ Accounts Payable  
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Page 3 of 5  
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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
30210	VT LEAGUE OF CITIES & TOW	12/01/18	FN Pacif workers comp 0195201902	210-41970.521 LIABILITY & PROPERTY INS.	1807.69	20619	12/21/18
30210	VT LEAGUE OF CITIES & TOW	12/01/18	FN Pacif workers comp 0195201902	210-41335.521 LIABILITY & PROPERTY INS.	183.34	20619	12/21/18
30210	VT LEAGUE OF CITIES & TOW	12/01/18	FN Pacif workers comp 0195201902	210-45551.521 LIABILITY & PROPERTY INS.	5144.20	20619	12/21/18
30210	VT LEAGUE OF CITIES & TOW	12/01/18	FN Pacif workers comp 0195201902	210-41320.521 LIABILITY & PROPERTY INS.	2578.14	20619	12/21/18
30210	VT LEAGUE OF CITIES & TOW	12/01/18	FN Pacif workers comp 0195201902	210-45110.521 LIABILITY & PROPERTY INS	11775.57	20619	12/21/18
30210	VT LEAGUE OF CITIES & TOW	12/01/18	FN Pacif workers comp 0195201902	210-41320.522 PUBLIC OFFICIALS LIABILIT	2466.25	20619	12/21/18
30210	VT LEAGUE OF CITIES & TOW	12/01/18	FN Pacif workers comp 0195201902	210-41970.522 PUBLIC OFFICIALS LIABILIT	2466.25	20619	12/21/18
30210	VT LEAGUE OF CITIES & TOW	12/01/18	FN Pacif workers comp 0195201902	210-20210.000 WORKERS COMP PAYABLE	60192.01	20619	12/21/18
30210	VT LEAGUE OF CITIES & TOW	11/27/18	UNEMPLOYMENT INS 28622Q1	210-20215.000 STATE UNEMPLOYMENT PAYABL	1118.00	20623	12/21/18
07565	W B MASON CO INC	12/07/18	CREDIT Mops CR6209870	210-45220.610 SUPPLIES	-572.98	20625	12/21/18
07565	W B MASON CO INC	11/30/18	Dust Mop Heads I61230084	210-45220.610 SUPPLIES	572.98	20625	12/21/18
07565	W B MASON CO INC	12/07/18	Cleaning Supplies I61494463	210-45220.610 SUPPLIES	310.48	20625	12/21/18
07565	W B MASON CO INC	12/10/18	Cleaning Supplies I61527622	210-45220.610 SUPPLIES	43.98	20625	12/21/18
07565	W B MASON CO INC	12/11/18	Cleaning Supplies I61579473	210-45220.610 SUPPLIES	201.67	20625	12/21/18
07565	W B MASON CO INC	12/11/18	Garbage Bags I61589631	210-45220.610 SUPPLIES	29.35	20625	12/21/18
25595	AMERICAN RED CROSS	12/12/18	VK CPR Training 22153315	226-45120.330 OTHER PROFESSIONAL SVCS	224.00	20522	12/21/18
19215	GENGRAS CASSANDRA	12/19/18	Enrichment Clay Session 2 121818D	226-45120.330 OTHER PROFESSIONAL SVCS	780.00	20558	12/21/18
19070	NEWSEUM	12/18/18	DC Trip Tickets 262826	226-45115.330 OTHER PROFESSIONAL SVCS	1098.40	20581	12/21/18
19155	OLD TOWN TROLLEY TOURS OF	12/12/18	DC Trip Deposit 10810	226-45115.330 OTHER PROFESSIONAL SVCS	1550.00	20583	12/21/18
24855	PETTY CASH - CAITLIN FAY	12/18/18	EJRP Petty Cash 121818D	226-45120.610 SUPPLIES	49.79	20587	12/21/18
24855	PETTY CASH - CAITLIN FAY	12/18/18	EJRP Petty Cash 121818D	226-45120.610 SUPPLIES	41.84	20587	12/21/18
24855	PETTY CASH - CAITLIN FAY	12/18/18	EJRP Petty Cash 121818D	226-45120.580 TRAVEL	240.50	20587	12/21/18
24855	PETTY CASH - CAITLIN FAY	12/18/18	EJRP Petty Cash 121818D	226-45120.330 OTHER PROFESSIONAL SVCS	24.00	20587	12/21/18
24855	PETTY CASH - CAITLIN FAY	12/18/18	EJRP Petty Cash 121818D	226-45120.610 SUPPLIES	17.36	20587	12/21/18
20620	RASCO LAURA	12/17/18	Playgroup 121718D	226-45121.330 OTHER PROFESSIONAL SVCS	210.00	20591	12/21/18

12/21/18  
10:07 am

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Page 4 of 5  
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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24830	REINHART FOODSERVICE	12/17/18	Hia VK Snack 973322	226-45120.610 SUPPLIES	50.73	20592	12/21/18
24830	REINHART FOODSERVICE	12/17/18	Summit VK Snack 973368	226-45120.610 SUPPLIES	97.16	20592	12/21/18
24830	REINHART FOODSERVICE	12/17/18	Fleming VK Snack 973376	226-45120.610 SUPPLIES	191.90	20592	12/21/18
10435	SCREENMYLOGO.COM	12/12/18	Youth Bball Shirts 17003	226-45115.610 SUPPLIES	1737.50	20598	12/21/18
23495	STUDENT TRANSPORTATION OF	12/17/18	Hiawatha VK Field Trip 70023875	226-45120.580 TRAVEL	150.52	20603	12/21/18
31275	DON WESTON EXCAVATING INC	12/11/18	CD Pearl St link STP 5300 14	230-46801.007 PEARL ST. LINKING SIDEWAL	14448.00	20542	12/21/18
25715	DONALD L. HAMLIN CONSULT	12/12/18	CD Crescent Conn STP 5300 12121812833	230-46801.008 CRESCENT CONNECTOR	3371.25	20543	12/21/18
25715	DONALD L. HAMLIN CONSULT	12/12/18	CD Pearl St link STP 5300 12121817820	230-46801.007 PEARL ST. LINKING SIDEWAL	4199.18	20543	12/21/18
23435	CHAMPLAIN WATER DISTRICT	11/30/18	Nov water usage 113018D	254-43200.412 STATE WATER TAX	975.58	20537	12/21/18
23435	CHAMPLAIN WATER DISTRICT	11/30/18	Nov water usage 113018D	254-43210.412 STATE WATER TAX - GF	5729.15	20537	12/21/18
23435	CHAMPLAIN WATER DISTRICT	11/30/18	Nov water usage 113018D	254-43200.411 CWD WATER PURCHASE	42242.47	20537	12/21/18
23435	CHAMPLAIN WATER DISTRICT	11/30/18	Nov water usage 113018D	254-43210.411 CWD WATER PURC - GF	248072.19	20537	12/21/18
35260	EAST COAST PRINTERS INC	12/06/18	VW RAF softshell 12031811	254-43200.612 UNIFORMS,BOOTS,ETC	99.90	20545	12/21/18
30210	VT LEAGUE OF CITIES & TOW	12/01/18	FN Pacif workers comp 0195201902	254-43200.521 LIABILITY & PROPERTY INS.	1403.33	20619	12/21/18
30210	VT LEAGUE OF CITIES & TOW	12/01/18	FN Pacif workers comp 0195201902	255-43200.521 LIABILITY & PROPERTY INS.	15892.72	20619	12/21/18
V9454	LENNY'S SHOE & APP	12/11/18	SA uniforms 3225445	256-43200.612 UNIFORMS,BOOTS,ETC	671.92	20573	12/21/18
30210	VT LEAGUE OF CITIES & TOW	12/01/18	FN Pacif workers comp 0195201902	256-43200.521 LIABILITY & PROPERTY INS.	3149.99	20619	12/21/18

12/21/18  
10:07 am

Town of Essex / Village of EJ Accounts Payable  
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Page 5 of 5  
HPackard

Vendor	Invoice	Invoice Description		Amount	Check	Check
	Date	Invoice Number	Account	Paid	Number	Date
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Report Total				-----		
				462816.11		
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12/28/18  
01:56 pm

Town of Essex / Village of EJ Accounts Payable  
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Page 1 of 9  
HPackard

Vendor		Invoice	Invoice Description	Account	Amount	Check	Check
		Date	Invoice Number		Paid	Number	Date
14400	ABOVE AND BEYOND	12/17/18	LHBL cleaning 12/2-1/5 3804	210-41940.423 CONTRACT SERVICES	750.00	20631	12/28/18
14400	ABOVE AND BEYOND	12/17/18	LHBL cleaning 12/2-1/5 3804	210-45551.423 CONTRACT SERVICES	2212.75	20631	12/28/18
20440	AINSWORTH CATHY L	12/17/18	AD trustees meeting 12/11 10	210-41320.530 COMMUNICATIONS	325.50	20633	12/28/18
42665	AMAZON/SYNCB	12/10/18	BL Dec activity 0069852 1210	210-45551.640 ADULT COLLECTION-PRINT &	193.43	20634	12/28/18
42665	AMAZON/SYNCB	12/10/18	BL Dec activity 0069852 1210	210-45551.641 JUVEN COLLECTION-PRNT & E	101.43	20634	12/28/18
42665	AMAZON/SYNCB	12/10/18	BL Dec activity 0069852 1210	210-45551.610 SUPPLIES	336.43	20634	12/28/18
02005	BCBSVT	12/06/18	VA Jan health ins 082940961	210-41320.210 HEALTH INS & OTHER BENEFI	3515.97	20637	12/28/18
02005	BCBSVT	12/06/18	VA Jan health ins 082940961	210-43110.210 HEALTH INS & OTHER BENEFI	4219.18	20637	12/28/18
02005	BCBSVT	12/06/18	VA Jan health ins 082940961	210-43151.210 HEALTH INS & OTHER BENEFI	711.12	20637	12/28/18
02005	BCBSVT	12/06/18	VA Jan health ins 082940961	210-45551.210 HEALTH INS & OTHER BENEFI	6018.46	20637	12/28/18
02005	BCBSVT	12/06/18	VA Jan health ins 082940961	210-41970.210 HEALTH INS & OTHER BENEFI	1251.24	20637	12/28/18
02005	BCBSVT	12/06/18	VA Jan health ins 082940961	210-41335.210 HEALTH INS & OTHER BENEFI	1757.99	20637	12/28/18
02005	BCBSVT	12/06/18	VA Jan health ins 082940961	210-45110.210 HEALTH INS & OTHER BENEFI	6525.21	20637	12/28/18
02005	BCBSVT	12/06/18	VA Jan health ins 082940961	210-45220.210 HEALTH INS & OTHER BENEFI	1207.45	20637	12/28/18
10510	BLUE TARP FINANCIAL INC	10/26/18	ST drill bit 718578	210-43110.610 SUPPLIES	25.20	20638	12/28/18
10510	BLUE TARP FINANCIAL INC	10/28/18	VF batteries 718583	210-42220.610 SUPPLIES	7.19	20638	12/28/18
10510	BLUE TARP FINANCIAL INC	10/29/18	ST gas mapp 718585	210-43110.610 SUPPLIES	44.98	20638	12/28/18
10510	BLUE TARP FINANCIAL INC	10/29/18	ST fasteners 718588	210-43110.432 VEHICLE MAINTENANCE	1.80	20638	12/28/18
10510	BLUE TARP FINANCIAL INC	10/29/18	ST thermostat 718589	210-43110.434 MAINT. BUILDINGS/GROUNDS	29.99	20638	12/28/18
10510	BLUE TARP FINANCIAL INC	10/31/18	ST kwik caulk 718596	210-43110.610 SUPPLIES	5.39	20638	12/28/18
10510	BLUE TARP FINANCIAL INC	11/09/18	ST tie down 718620	210-43110.610 SUPPLIES	22.49	20638	12/28/18
10510	BLUE TARP FINANCIAL INC	10/30/18	ST blades 748593	210-43110.610 SUPPLIES	43.16	20638	12/28/18
00530	BRODART CO	12/11/18	BL books B5495918	210-45551.640 ADULT COLLECTION-PRINT &	15.12	20639	12/28/18
00530	BRODART CO	12/11/18	BL books B5495918	210-45551.610 SUPPLIES	0.80	20639	12/28/18
00530	BRODART CO	12/12/18	BL books B5497082	210-45551.641 JUVEN COLLECTION-PRNT & E	29.98	20639	12/28/18

12/28/18  
01:56 pm

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17128 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
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Page 2 of 9

HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount	Check	Check
				Paid	Number	Date
00530	BRODART CO	12/12/18 BL books	210-45551.610	1.60	20639	12/28/18
		B5497082	SUPPLIES			
00530	BRODART CO	12/13/18 BL book	210-49346.002	7.02	20639	12/28/18
		B5497881	JUVEN COLLECTION-PRNT & E			
12435	CHITTENDEN COUNTY FIRE MU	12/10/18 VF Annual mutual aid dues	210-42220.500	100.00	20645	12/28/18
		120118D	TRAINING, CONFERENCES, DU			
23525	CLARK'S TRUCK CENTER INC	12/19/18 ST DEF	210-43110.626	42.50	20646	12/28/18
		412743	GAS,GREASE AND OIL			
04940	COMCAST	12/12/18 ST tv,internet	210-43125.610	27.77	20647	12/28/18
		00918111218	WINTER MAINTENANCE			
04940	COMCAST	12/12/18 ST tv,internet	210-43110.610	170.05	20647	12/28/18
		00918111218	SUPPLIES			
04940	COMCAST	12/03/18 VF cable tv 12/10-1/9	210-42220.535	21.34	20650	12/28/18
		0207722 1218	TELEPHONE SERVICES			
25715	DONALD L. HAMLIN CONSULT	12/12/18 ST VEJ South St drainage	210-43110.576	1360.00	20652	12/28/18
		12121818805	ENGINEERING SERVICES			
35260	EAST COAST PRINTERS INC	12/06/18 VF hats	210-42220.612	264.00	20655	12/28/18
		11191811	UNIFORMS,BOOTS,ETC			
35260	EAST COAST PRINTERS INC	12/10/18 VF Softshell vests	210-42220.612	2099.50	20655	12/28/18
		11281815	UNIFORMS,BOOTS,ETC			
19410	EAST COAST SIGNALS	12/13/18 ST Maple St, IBM	210-43123.570	440.00	20656	12/28/18
		5938201808	TRAFFIC LIGHTS MAINTENANC			
25290	EBSCO SUBSCRIPTION SERVIC	12/19/18 BL books	210-45551.641	120.43	20657	12/28/18
		7856627	JUVEN COLLECTION-PRNT & E			
V10347	EHRlich PEST CONTROL	12/20/18 LH quarterly svc	210-41940.434	100.00	20658	12/28/18
		171171	MAINT. BUILDINGS/GROUNDS			
23215	ESSEX EQUIPMENT INC	12/13/18 ST hard hat	210-43110.612	47.84	20660	12/28/18
		106983500001	UNIFORMS,BOOTS,ETC			
23560	GORDON STAMP & ENG.	12/20/18 ADSB name plates	210-41320.560	41.30	20663	12/28/18
		81212	TRUSTEES EXPENDITURES			
07010	GREEN MOUNTAIN POWER CORP	12/13/18 VA Dec consolidated bills	210-41940.622	608.43	20664	12/28/18
		12180206201	ELECTRICAL SERVICE			
07010	GREEN MOUNTAIN POWER CORP	12/13/18 VA Dec consolidated bills	210-42220.622	608.43	20664	12/28/18
		12180206201	ELECTRICAL SERVICE			
07010	GREEN MOUNTAIN POWER CORP	12/13/18 VA Dec consolidated bills	210-43110.622	389.39	20664	12/28/18
		12180206201	ELECTRICAL SERVICE			
07010	GREEN MOUNTAIN POWER CORP	12/13/18 VA Dec consolidated bills	210-45551.622	1048.89	20664	12/28/18
		12180206201	ELECTRICAL SERVICE			
07010	GREEN MOUNTAIN POWER CORP	12/13/18 VA Dec consolidated bills	210-43160.622	9376.34	20664	12/28/18
		12180206201	STREET LIGHTS - ELECTRICI			
07010	GREEN MOUNTAIN POWER CORP	12/13/18 VA Dec consolidated bills	210-43123.622	693.88	20664	12/28/18
		12180206201	TRAFFIC LIGHTS - ELECTRIC			
28070	HP FAIRFIELD LLC	11/30/18 ST blade	210-43110.610	83.68	20665	12/28/18
		6434856	SUPPLIES			
14025	LINCOLN NATIONAL LIFE INS	12/10/18 VA Jan ins	210-41320.210	142.81	20670	12/28/18
		121018D	HEALTH INS & OTHER BENEFIT			
14025	LINCOLN NATIONAL LIFE INS	12/10/18 VA Jan ins	210-43110.210	155.46	20670	12/28/18
		121018D	HEALTH INS & OTHER BENEFIT			
14025	LINCOLN NATIONAL LIFE INS	12/10/18 VA Jan ins	210-43151.210	25.39	20670	12/28/18
		121018D	HEALTH INS & OTHER BENEFIT			



12/28/18  
01:56 pm

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17128 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 12/28/18 To 12/28/18 & Fund 2

Page 3 of 9  
HPackard

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14025	LINCOLN NATIONAL LIFE INS	12/10/18	VA Jan ins 121018D	210-45551.210 HEALTH INS & OTHER BENEFI	285.60	20670	12/28/18
14025	LINCOLN NATIONAL LIFE INS	12/10/18	VA Jan ins 121018D	210-41970.210 HEALTH INS & OTHER BENEFI	95.20	20670	12/28/18
14025	LINCOLN NATIONAL LIFE INS	12/10/18	VA Jan ins 121018D	210-41335.210 HEALTH INS & OTHER BENEFI	42.76	20670	12/28/18
14025	LINCOLN NATIONAL LIFE INS	12/10/18	VA Jan ins 121018D	210-45110.210 HEALTH INS & OTHER BENEFI	190.40	20670	12/28/18
14025	LINCOLN NATIONAL LIFE INS	12/10/18	VA Jan ins 121018D	210-45220.210 HEALTH INS & OTHER BENEFI	92.34	20670	12/28/18
V10130	LOWE'S BUSINESS ACCOUNT	11/29/18	ST towels 10429	210-43110.610 SUPPLIES	11.39	20671	12/28/18
V10130	LOWE'S BUSINESS ACCOUNT	11/27/18	VF supplies 10493	210-42220.610 SUPPLIES	65.39	20671	12/28/18
V10130	LOWE'S BUSINESS ACCOUNT	11/14/18	ST ext cords 23229	210-43110.610 SUPPLIES	131.98	20671	12/28/18
V10130	LOWE'S BUSINESS ACCOUNT	11/20/18	ST batteries 23572	210-43110.610 SUPPLIES	20.50	20671	12/28/18
24960	NORTHEAST DELTA DENTAL	12/17/18	VA Jan dental ins 9256197 1/19	210-41320.210 HEALTH INS & OTHER BENEFI	327.34	20678	12/28/18
24960	NORTHEAST DELTA DENTAL	12/17/18	VA Jan dental ins 9256197 1/19	210-43110.210 HEALTH INS & OTHER BENEFI	346.53	20678	12/28/18
24960	NORTHEAST DELTA DENTAL	12/17/18	VA Jan dental ins 9256197 1/19	210-43151.210 HEALTH INS & OTHER BENEFI	50.33	20678	12/28/18
24960	NORTHEAST DELTA DENTAL	12/17/18	VA Jan dental ins 9256197 1/19	210-45551.210 HEALTH INS & OTHER BENEFI	467.80	20678	12/28/18
24960	NORTHEAST DELTA DENTAL	12/17/18	VA Jan dental ins 9256197 1/19	210-41970.210 HEALTH INS & OTHER BENEFI	71.94	20678	12/28/18
24960	NORTHEAST DELTA DENTAL	12/17/18	VA Jan dental ins 9256197 1/19	210-41335.210 HEALTH INS & OTHER BENEFI	129.40	20678	12/28/18
24960	NORTHEAST DELTA DENTAL	12/17/18	VA Jan dental ins 9256197 1/19	210-45110.210 HEALTH INS & OTHER BENEFI	456.73	20678	12/28/18
24960	NORTHEAST DELTA DENTAL	12/17/18	VA Jan dental ins 9256197 1/19	210-45220.210 HEALTH INS & OTHER BENEFI	68.53	20678	12/28/18
24960	NORTHEAST DELTA DENTAL	12/17/18	VA Jan dental ins 9256197 1/19	210-15109.000 EXCHANGE - COBRA	35.96	20678	12/28/18
V10729	OVERDRIVE INC	12/20/18	BL books 01459DA18237	210-45551.640 ADULT COLLECTION-PRINT &	60.51	20679	12/28/18
V10729	OVERDRIVE INC	12/04/18	BL books 18226384	210-45551.640 ADULT COLLECTION-PRINT &	197.49	20679	12/28/18
24325	RADIO NORTH GROUP INC	12/10/18	ST radio maint 24140403	210-43110.443 RADIO MAINTENANCE	180.00	20684	12/28/18
24325	RADIO NORTH GROUP INC	12/10/18	VF pager repair 24140405	210-42220.443 RADIO MAINTENANCE	141.00	20685	12/28/18
18010	REYNOLDS & SON, INC.	12/13/18	ST led flashlight 3341173	210-43110.610 SUPPLIES	69.99	20687	12/28/18
18010	REYNOLDS & SON, INC.	12/14/18	VF freight charge 3341271	210-42220.570 MAINTENANCE OTHER	35.00	20688	12/28/18
23855	SOUTHWORTH-MILTON, INC.	11/18/18	VF Keys for generator INV14690981	210-42220.578 EMERGENCY GENERATOR MAINT	110.49	20691	12/28/18

12/28/18  
01:56 pm

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17128 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01(GENERAL FUND) All check #s 12/28/18 To 12/28/18 & Fund 2

Page 4 of 9  
HPackard

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23855	SOUTHWORTH-MILTON, INC.	12/10/18	ST element filter INV1479849	210-43110.610 SUPPLIES	194.83	20691	12/28/18
21000	UNIFIRST CORPORATION	12/26/18	BL mats 0361917117	210-45551.423 CONTRACT SERVICES	40.16	20696	12/28/18
02970	USA BLUE BOOK INC	07/02/18	ST-RUBBER GLOVES 614202	210-43110.610 SUPPLIES	211.87	20698	12/28/18
11935	VIKING-CIVES USA	12/14/18	ST flink bearing 4485915	210-43110.432 VEHICLE MAINTENANCE	116.68	20700	12/28/18
25375	VISION SERVICE PLAN (CT)	11/21/18	VA VSP for Dec 11/21/18	210-41320.210 HEALTH INS & OTHER BENEFIT	60.01	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	11/21/18	VA VSP for Dec 11/21/18	210-43110.210 HEALTH INS & OTHER BENEFIT	65.32	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	11/21/18	VA VSP for Dec 11/21/18	210-43151.210 HEALTH INS & OTHER BENEFIT	9.62	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	11/21/18	VA VSP for Dec 11/21/18	210-45551.210 HEALTH INS & OTHER BENEFIT	91.12	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	11/21/18	VA VSP for Dec 11/21/18	210-41970.210 HEALTH INS & OTHER BENEFIT	18.04	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	11/21/18	VA VSP for Dec 11/21/18	210-41335.210 HEALTH INS & OTHER BENEFIT	23.46	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	11/21/18	VA VSP for Dec 11/21/18	210-45110.210 HEALTH INS & OTHER BENEFIT	83.46	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	11/21/18	VA VSP for Dec 11/21/18	210-45220.210 HEALTH INS & OTHER BENEFIT	13.08	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	12/20/18	VA Jan vision 122018	210-41320.210 HEALTH INS & OTHER BENEFIT	62.42	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	12/20/18	VA Jan vision 122018	210-43110.210 HEALTH INS & OTHER BENEFIT	67.94	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	12/20/18	VA Jan vision 122018	210-43151.210 HEALTH INS & OTHER BENEFIT	10.01	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	12/20/18	VA Jan vision 122018	210-45551.210 HEALTH INS & OTHER BENEFIT	94.78	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	12/20/18	VA Jan vision 122018	210-41970.210 HEALTH INS & OTHER BENEFIT	18.76	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	12/20/18	VA Jan vision 122018	210-41335.210 HEALTH INS & OTHER BENEFIT	24.40	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	12/20/18	VA Jan vision 122018	210-45110.210 HEALTH INS & OTHER BENEFIT	86.81	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	12/20/18	VA Jan vision 122018	210-45220.210 HEALTH INS & OTHER BENEFIT	13.61	20701	12/28/18
09930	VT ELEVATOR INSPECTION SV	12/18/18	BL building maintenance 25177	210-45551.434 MAINT. BUILDINGS/GROUNDS	200.00	20704	12/28/18
V9941	BUSINESSCARD SERVICES	12/07/18	ST advertising 110618C	210-43110.572 INTERVIEW COSTS	20.00	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	12/07/18	BL newspaper 110718A	210-45551.640 ADULT COLLECTION-PRINT &	35.80	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	12/07/18	AD trustees meeting refre 111318G	210-41320.560 TRUSTEES EXPENDITURES	16.66	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	12/07/18	AD sub scription Grammerl 11142018I	210-41320.530 COMMUNICATIONS	139.95	15458504	12/28/18

12/28/18

## Town of Essex / Village of EJ Accounts Payable

Page 5 of 9

01:56 pm

Check Warrant Report # 17128 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 12/28/18 To 12/28/18 &amp; Fund 2

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V9941	BUSINESSCARD SERVICES	12/07/18	LH toaster for kitchen 120418N	210-41940.610 SUPPLIES	23.99	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	12/07/18	AD food for meeting, supp 120518P1	210-41320.560 TRUSTEES EXPENDITURES	48.45	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	12/07/18	AD food for meeting, supp 120518P1	210-41335.810 COMMUNITY EVENTS & PROGRA	200.00	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	12/04/18	AD manager meeting reg 33833	210-41320.500 TRAINING, CONFERENCES, DU	5.94	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	11/25/18	VF training aids 5061530	210-42220.500 TRAINING, CONFERENCES, DU	126.89	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	12/05/18	BL training 608073320	210-45551.500 TRAINING, CONFERENCES, DU	323.10	15458504	12/28/18
10510	BLUE TARP FINANCIAL INC	11/07/18	SC for cfest basket 718616	225-45122.612 FUND RAISER EXPENSES	1.52	20638	12/28/18
01930	CENTER FOR TECHNOLOGY	12/14/18	SC soup for meal & SES 232846	225-45122.812 MEAL SITE EXPENSES	35.00	20643	12/28/18
01930	CENTER FOR TECHNOLOGY	12/14/18	SC soup for meal & SES 232846	225-45122.614 PROGRAM EXPENSES	15.00	20643	12/28/18
27295	MAPLEHURST FLORIST	12/06/18	SC flowers for luncheon 57840	225-45122.812 MEAL SITE EXPENSES	95.88	20672	12/28/18
21570	PETTY CASH - LOU ANN PIOL	12/26/18	SC misc for center, meals 122618D	225-45122.810 TRIP EXPENSES	40.00	20682	12/28/18
21570	PETTY CASH - LOU ANN PIOL	12/26/18	SC misc for center, meals 122618D	225-45122.812 MEAL SITE EXPENSES	57.33	20682	12/28/18
21570	PETTY CASH - LOU ANN PIOL	12/26/18	SC misc for center, meals 122618D	225-45122.614 PROGRAM EXPENSES	7.34	20682	12/28/18
21570	PETTY CASH - LOU ANN PIOL	12/26/18	SC misc for center, meals 122618D	225-45122.610 OPERATIONAL SUPP/EXP	25.00	20682	12/28/18
21000	UNIFIRST CORPORATION	12/12/18	SC floor mats 0361914552	225-45122.430 REPAIRS & MAINTENANCE	37.23	20695	12/28/18
21000	UNIFIRST CORPORATION	12/26/18	SC floor mats 0361917152	225-45122.430 REPAIRS & MAINTENANCE	37.23	20697	12/28/18
V9941	BUSINESSCARD SERVICES	11/07/18	SC items for cfest basket 181107B	225-45122.612 FUND RAISER EXPENSES	37.00	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	11/08/18	SC stampfs for bday cards 181108D	225-45122.614 PROGRAM EXPENSES	50.00	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	11/08/18	SC food for craft fest 181108E	225-45122.612 FUND RAISER EXPENSES	143.78	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	12/07/18	SC food for volunteers 181109F	225-45122.612 FUND RAISER EXPENSES	191.66	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	11/30/18	SC hardware for tree std 181130K	225-45122.610 OPERATIONAL SUPP/EXP	5.12	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	12/07/18	SC items for hol luncheon 181205DQ	225-45122.812 MEAL SITE EXPENSES	47.86	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	12/07/18	SC groc for events, meals 181205R	225-45122.812 MEAL SITE EXPENSES	166.52	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	12/07/18	SC groc for events, meals 181205R	225-45122.614 PROGRAM EXPENSES	48.91	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	12/07/18	SC groc for events, meals 181205R	225-45122.610 OPERATIONAL SUPP/EXP	15.96	15458504	12/28/18

12/28/18

## Town of Essex / Village of EJ Accounts Payable

Page 6 of 9

01:56 pm

Check Warrant Report # 17128 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 12/28/18 To 12/28/18 &amp; Fund 2

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V9941	BUSINESSCARD SERVICES	11/30/18	SC lunch for decorators 300274L	225-45122.614 PROGRAM EXPENSES	94.08	15458504	12/28/18
V9941	BUSINESSCARD SERVICES	11/16/18	SC RADA customer orders 9E43000	225-45122.612 FUND RAISER EXPENSES	192.00	15458504	12/28/18
02005	BCBSVT	12/06/18	VA Jan health ins 082940961	226-45120.210 HEALTH INS & OTHER BENEFI	3634.85	20637	12/28/18
02005	BCBSVT	12/06/18	VA Jan health ins 082940961	226-45121.210 HEALTH INS & OTHER BENEFI	5392.84	20637	12/28/18
02005	BCBSVT	12/06/18	VA Jan health ins 082940961	226-45110.210 HEALTH INS & OTHER BENEFI	625.63	20637	12/28/18
14025	LINCOLN NATIONAL LIFE INS	12/10/18	VA Jan ins 121018D	226-45120.210 HEALTH INS & OTHER BENEFI	237.12	20670	12/28/18
14025	LINCOLN NATIONAL LIFE INS	12/10/18	VA Jan ins 121018D	226-45121.210 HEALTH INS & OTHER BENEFI	231.18	20670	12/28/18
14025	LINCOLN NATIONAL LIFE INS	12/10/18	VA Jan ins 121018D	226-45110.210 HEALTH INS & OTHER BENEFI	47.59	20670	12/28/18
24960	NORTHEAST DELTA DENTAL	12/17/18	VA Jan dental ins 9256197 1/19	226-45120.210 HEALTH INS & OTHER BENEFI	212.41	20678	12/28/18
24960	NORTHEAST DELTA DENTAL	12/17/18	VA Jan dental ins 9256197 1/19	226-45121.210 HEALTH INS & OTHER BENEFI	366.71	20678	12/28/18
24960	NORTHEAST DELTA DENTAL	12/17/18	VA Jan dental ins 9256197 1/19	226-45110.210 HEALTH INS & OTHER BENEFI	35.97	20678	12/28/18
25375	VISION SERVICE PLAN (CT)	11/21/18	VA VSP for Dec 11/21/18	226-45120.210 HEALTH INS & OTHER BENEFI	49.16	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	11/21/18	VA VSP for Dec 11/21/18	226-45121.210 HEALTH INS & OTHER BENEFI	73.98	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	11/21/18	VA VSP for Dec 11/21/18	226-45110.210 HEALTH INS & OTHER BENEFI	9.01	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	12/20/18	VA Jan vision 122018	226-45120.210 HEALTH INS & OTHER BENEFI	51.13	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	12/20/18	VA Jan vision 122018	226-45121.210 HEALTH INS & OTHER BENEFI	67.56	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	12/20/18	VA Jan vision 122018	226-45110.210 HEALTH INS & OTHER BENEFI	9.36	20701	12/28/18
01670	ADD-ON ACCESSORY OUTLET	12/10/18	ST Truck 1 1102406	231-43131.166 4WD PICKUP TRK #1	439.10	20632	12/28/18
01670	ADD-ON ACCESSORY OUTLET	12/17/18	ST truck #15 1102557	231-43131.167 4WD PICKUP TRK # 15	439.10	20632	12/28/18
02420	AUTOZONE	12/17/18	ST truck #15 3236389224	231-43131.167 4WD PICKUP TRK # 15	152.24	20636	12/28/18
27670	IROQUOIS MANUFACTURING, I	12/12/18	ST trk 1 harness assbly 150575	231-43131.166 4WD PICKUP TRK #1	84.12	20667	12/28/18
23485	YIPES! AUTO ACCESSORIES	12/18/18	ST truck # 15 74030001	231-43131.167 4WD PICKUP TRK # 15	433.58	20707	12/28/18
02005	BCBSVT	12/06/18	VA Jan health ins 082940961	254-43200.210 HEALTH INS & OTHER BENEFI	3774.99	20637	12/28/18
07010	GREEN MOUNTAIN POWER CORP	12/13/18	VA Dec consolidated bills 12180206201	254-43200.622 ELECTRICAL SERVICE	59.92	20664	12/28/18
14025	LINCOLN NATIONAL LIFE INS	12/10/18	VA Jan ins 121018D	254-43200.210 HEALTH INS & OTHER BENEFI	116.14	20670	12/28/18

12/28/18

## Town of Essex / Village of EJ Accounts Payable

Page 7 of 9

01:56 pm

Check Warrant Report # 17128 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 12/28/18 To 12/28/18 &amp; Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24960	NORTHEAST DELTA DENTAL	12/17/18 VA Jan dental ins	254-43200.210	253.29	20678	12/28/18
		9256197 1/19	HEALTH INS & OTHER BENEFIT			
02970	USA BLUE BOOK INC	02/21/18 VW credit valve box clean	254-43200.610	-216.95	20698	12/28/18
		499213	SUPPLIES			
25375	VISION SERVICE PLAN (CT)	11/21/18 VA VSP for Dec	254-43200.210	46.83	20701	12/28/18
		11/21/18	HEALTH INS & OTHER BENEFIT			
25375	VISION SERVICE PLAN (CT)	12/20/18 VA Jan vision	254-43200.210	48.71	20701	12/28/18
		122018	HEALTH INS & OTHER BENEFIT			
V10655	AQUAFIX (THE BUGMAN)	12/11/18 WW filter fly control	255-43200.619	9023.93	20635	12/28/18
		26328	CHEMICALS			
02005	BCBSVT	12/06/18 VA Jan health ins	255-43200.210	6952.72	20637	12/28/18
		082940961	HEALTH INS & OTHER BENEFIT			
11375	CASELLA WASTE MANAGEMENT	12/01/18 WW grit Dec svc	255-43200.565	948.52	20641	12/28/18
		2851893	GRIT DISPOSAL			
40025	E J PRESCOTT INC	12/12/18 WW repairs	255-43330.002	234.88	20653	12/28/18
		5487147	DIGESTER CLEANING			
40025	E J PRESCOTT INC	12/14/18 WW repair clamp for diges	255-43200.570	117.44	20653	12/28/18
		5488280	MAINTENANCE OTHER			
06870	ENDYNE INC	12/20/18 WW eff metals	255-43200.577	63.00	20659	12/28/18
		285772	CONTRACT LABORATORY SERVI			
38955	F W WEBB COMPANY	12/05/18 WW digester repairs	255-43330.002	240.94	20661	12/28/18
		61031142	DIGESTER CLEANING			
38955	F W WEBB COMPANY	12/05/18 WW repairs	255-43330.002	121.69	20661	12/28/18
		61186970	DIGESTER CLEANING			
38955	F W WEBB COMPANY	12/07/18 WW repairs	255-43330.002	6.38	20661	12/28/18
		61226110	DIGESTER CLEANING			
38955	F W WEBB COMPANY	12/10/18 WW repairs	255-43330.002	52.90	20661	12/28/18
		61259092	DIGESTER CLEANING			
38955	F W WEBB COMPANY	12/11/18 WW saw blades	255-43200.570	53.88	20661	12/28/18
		61261305	MAINTENANCE OTHER			
38955	F W WEBB COMPANY	12/11/18 WW repairs	255-43330.002	41.66	20661	12/28/18
		61275229	DIGESTER CLEANING			
38955	F W WEBB COMPANY	12/12/18 WW repairs	255-43330.002	8.19	20661	12/28/18
		61283276	DIGESTER CLEANING			
19005	FIRSTLIGHT FIBER	12/01/18 WW Oct	255-43200.535	183.16	20662	12/28/18
		4619662	TELEPHONE SERVICES			
V9769	KEMIRA WATER SOLUTIONS	12/07/18 WW bulk sod aluminte	255-43200.619	4131.68	20668	12/28/18
		9017615779	CHEMICALS			
14025	LINCOLN NATIONAL LIFE INS	12/10/18 VA Jan ins	255-43200.210	244.17	20670	12/28/18
		121018D	HEALTH INS & OTHER BENEFIT			
34995	MCMaster CARR SUPPLY CO	12/10/18 WW Safety strap, electric	255-43200.570	205.23	20673	12/28/18
		81190043	MAINTENANCE OTHER			
V1661	NORTH CENTRAL LABORATORIE	12/14/18 WW lab supplies	255-43200.618	2440.12	20675	12/28/18
		416518	SUPPLIES - LABORATORY			
V6590	NORTHEAST AIR SOLUTIONS	12/12/18 WW filters	255-43200.570	132.48	20676	12/28/18
		S10012095201	MAINTENANCE OTHER			
24960	NORTHEAST DELTA DENTAL	12/17/18 VA Jan dental ins	255-43200.210	500.11	20678	12/28/18
		9256197 1/19	HEALTH INS & OTHER BENEFIT			
03160	P & H SENESAC INC	12/14/18 WW Dewater polymer	255-43200.619	6900.00	20680	12/28/18
		20073	CHEMICALS			

12/28/18

## Town of Essex / Village of EJ Accounts Payable

Page 8 of 9

01:56 pm

Check Warrant Report # 17128 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 12/28/18 To 12/28/18 &amp; Fund 2

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V2124	STAPLES ADVANTAGE	12/01/18	WW various supplies 3397867679	255-43200.610 SUPPLIES	120.47	20692	12/28/18
V10663	THERRIEN'S BOILER & MECHA	12/14/18	WW gas valve for boiler 12261	255-43200.570 MAINTENANCE OTHER	730.35	20693	12/28/18
25375	VISION SERVICE PLAN (CT)	11/21/18	VA VSP for Dec 11/21/18	255-43200.210 HEALTH INS & OTHER BENEFIT	93.23	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	12/20/18	VA Jan vision 122018	255-43200.210 HEALTH INS & OTHER BENEFIT	96.98	20701	12/28/18
02005	BCBSVT	12/06/18	VA Jan health ins 082940961	256-43200.210 HEALTH INS & OTHER BENEFIT	1727.96	20637	12/28/18
33850	CENTRAL VERMONT PROPERTIE	12/03/18	SA 888610 ROW lease 9500193338	256-43200.441 RIGHT OF WAY AGREEMENTS	27.50	20644	12/28/18
33850	CENTRAL VERMONT PROPERTIE	12/03/18	SA 888610 ROW lease 9500193338	256-14301.000 PREPAID EXPENSES	27.50	20644	12/28/18
07010	GREEN MOUNTAIN POWER CORP	12/13/18	VA Dec consolidated bills 12180206201	256-43200.622 ELECTRICAL SERVICE	1191.50	20664	12/28/18
07010	GREEN MOUNTAIN POWER CORP	12/13/18	VA Dec consolidated bills 12180206201	256-43220.001 SUSIE WILSON PS COSTS	485.02	20664	12/28/18
07010	GREEN MOUNTAIN POWER CORP	12/13/18	VA Dec consolidated bills 12180206201	256-43220.002 WEST ST PS COSTS	687.03	20664	12/28/18
14025	LINCOLN NATIONAL LIFE INS	12/10/18	VA Jan ins 121018D	256-43200.210 HEALTH INS & OTHER BENEFIT	66.42	20670	12/28/18
24960	NORTHEAST DELTA DENTAL	12/17/18	VA Jan dental ins 9256197 1/19	256-43200.210 HEALTH INS & OTHER BENEFIT	101.60	20678	12/28/18
23420	P & P SEPTIC SERVICE INC.	12/19/18	SA jetting liners at Rive T509493	256-43200.434 PUMP STATION MAINTENANCE	180.00	20681	12/28/18
12775	PRATT & SMITH ELECTRICAL	11/30/18	SA control matter River S 7615	256-43200.434 PUMP STATION MAINTENANCE	1020.00	20683	12/28/18
12775	PRATT & SMITH ELECTRICAL	11/30/18	SA HLA float 7625	256-43220.002 WEST ST PS COSTS	112.50	20683	12/28/18
02970	USA BLUE BOOK INC	12/10/18	SA pump tubes 757910	256-43220.002 WEST ST PS COSTS	129.22	20698	12/28/18
25375	VISION SERVICE PLAN (CT)	11/21/18	VA VSP for Dec 11/21/18	256-43200.210 HEALTH INS & OTHER BENEFIT	19.58	20701	12/28/18
25375	VISION SERVICE PLAN (CT)	12/20/18	VA Jan vision 122018	256-43200.210 HEALTH INS & OTHER BENEFIT	33.98	20701	12/28/18

12/28/18

Town of Essex / Village of EJ Accounts Payable

Page 9 of 9

01:56 pm

Check Warrant Report # 17128 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 12/28/18 To 12/28/18 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
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01/04/19

## Town of Essex / Village of EJ Accounts Payable

Page 1 of 2

12:19 pm

Check Warrant Report # 17129 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01(GENERAL FUND) All check #s 01/04/19 To 01/04/19 &amp; Fund 2

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
20440	AINSWORTH CATHY L	12/21/18 ADSB joint meeting 12/18	210-41320.560	62.37	20708	01/04/19
		11	TRUSTEES EXPENDITURES			
19815	AMAZON CAPITAL SERVICES	12/13/18 AD wire holder	210-41320.610	49.50	20710	01/04/19
		1RCLH676QPD4	SUPPLIES			
19815	AMAZON CAPITAL SERVICES	12/18/18 LH dixie cups	210-41940.610	29.98	20710	01/04/19
		1XL74MJTC6PF	SUPPLIES			
23455	CHITTENDEN SOLID WASTE DI	12/31/18 LH dispose of furniture	210-41940.434	40.00	20720	01/04/19
		3105284	MAINT. BUILDINGS/GROUNDS			
38280	CRYSTAL ROCK BOTTLED WATE	12/11/18 Water	210-45110.610	53.00	20726	01/04/19
		121118D	SUPPLIES			
V10576	ECOPIXEL LLC	01/02/19 AD Dec web host support	210-41320.530	129.00	20728	01/04/19
		2571	COMMUNICATIONS			
20470	GLOBAL MONTELLO GROUP	12/31/18 VA Dec vehicle fuel	210-43110.626	1818.35	20735	01/04/19
		CL235960	GAS, GREASE AND OIL			
20470	GLOBAL MONTELLO GROUP	12/31/18 VA Dec vehicle fuel	210-42220.626	581.79	20735	01/04/19
		CL235960	GAS, GREASE AND OIL			
20470	GLOBAL MONTELLO GROUP	12/31/18 VA Dec vehicle fuel	210-45220.626	150.27	20735	01/04/19
		CL235960	GAS, GREASE & OIL			
07010	GREEN MOUNTAIN POWER CORP	12/19/18 LH 11/20-12/19 PSS	210-41940.624	305.75	20741	01/04/19
		121918 PSS	PARK ST. ELECTRICITY			
05010	LYNN PUBLICATIONS	12/20/18 AD pipe rehab bid	210-41320.550	67.50	20755	01/04/19
		126677	PRINTING AND ADVERTISING			
05010	LYNN PUBLICATIONS	12/27/18 CD PC ad	210-41970.550	128.25	20757	01/04/19
		126865	PRINTING AND ADVERTISING			
27295	MAPLEHURST FLORIST	12/18/18 ADSB flowers for Lauren	210-41320.560	8.80	20758	01/04/19
		58149	TRUSTEES EXPENDITURES			
21000	UNIFIRST CORPORATION	12/26/18 LH mat svc	210-41940.434	49.94	20775	01/04/19
		0361917062	MAINT. BUILDINGS/GROUNDS			
29825	VT GAS SYSTEMS	12/19/18 LH 11/16-12/14/18	210-41940.625	437.20	20785	01/04/19
		2262012 1219	PARK ST. SCHOOL NAT GAS			
07565	W B MASON CO INC	12/07/18 Office Supplies	210-45110.610	92.13	20789	01/04/19
		I61483627	SUPPLIES			
07565	W B MASON CO INC	12/07/18 Batteries	210-45110.610	29.99	20789	01/04/19
		I61490495	SUPPLIES			
V1165	INTERNAL REVENUE SERVICE	12/27/18 V 3rd party sick	210-45551.110	61.20	1020739	01/04/19
		0102190739	SALARIES REGULAR			
29835	SHERWIN-WILLIAMS	09/13/18 ST 9" frame HD	210-43110.610	7.46	19010405	01/04/19
		44651	SUPPLIES			
29835	SHERWIN-WILLIAMS	10/31/18 ST brushes, roller	210-43110.610	21.75	19010406	01/04/19
		74079	SUPPLIES			
13800	BROWN DANIELLE M	02/20/18 Enrichment Yoga Session 2	226-45120.330	200.00	20714	01/04/19
		122018D	OTHER PROFESSIONAL SVCS			
27590	CATAMOUNT COLOR (OFFSET H	12/13/18 Winter Brochure Mail Prep	226-45110.550	280.00	20717	01/04/19
		759124	PRINTING & ADVERTISING			
18025	CREATIVE DISPLAYS INC	11/09/18 5 Corners Lights	226-45115.610	438.54	20725	01/04/19
		42750	SUPPLIES			
03520	ESSEX CINEMAS	12/31/18 Vacation Camp Field Trip	226-45120.330	253.50	20731	01/04/19
		123118D	OTHER PROFESSIONAL SVCS			
07245	GONZO'S INDOOR GOLF CLUB	12/19/18 Enrichment MS Session 2	226-45120.330	56.00	20737	01/04/19
		121918D	OTHER PROFESSIONAL SVCS			



01/04/19

## Town of Essex / Village of EJ Accounts Payable

Page 2 of 2

12:19 pm

Check Warrant Report # 17129 Current Prior Next FY Invoices For Fund (GENERAL FUND)

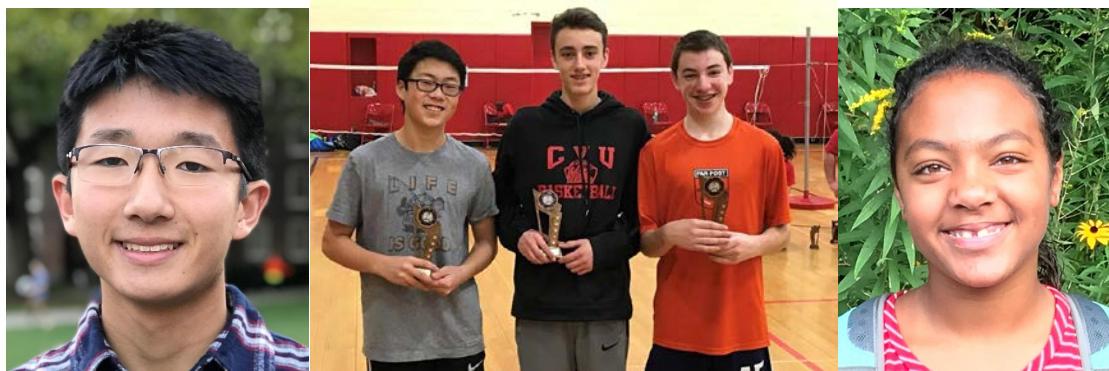
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For Check Acct 01(GENERAL FUND) All check #s 01/04/19 To 01/04/19 &amp; Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25585	JAY PEAK RESORT	12/27/18 Vacation Camp Field Trip	226-45120.330	1206.42	20748	01/04/19
		6493005001	OTHER PROFESSIONAL SVCS			
33195	LIMOGES & SONS GARAGE DOOR	09/26/18 MSP Pool Window	226-45124.434	1450.00	20752	01/04/19
		61367TE	MAINTENANCE-BLDGS/GROUNDS			
25035	LIQUID STUDIO	12/21/18 Sess 3 Enrichment Broch	226-45120.330	75.00	20753	01/04/19
		18137	OTHER PROFESSIONAL SVCS			
03595	NORTHERN NEW ENGLAND REC	12/27/18 Denise Malm NNERPC	226-45120.500	490.00	20763	01/04/19
		122718D	TRAINING, CONF, DUES			
30210	VT LEAGUE OF CITIES & TOW	11/26/18 CDL Drug Test	226-45120.330	20.00	20786	01/04/19
		201850547	OTHER PROFESSIONAL SVCS			
20470	GLOBAL MONTELO GROUP	12/31/18 VA Dec vehicle fuel	254-43200.626	52.29	20735	01/04/19
		CL235960	GAS, GREASE AND OIL			
20470	GLOBAL MONTELO GROUP	12/31/18 VA Dec vehicle fuel	255-43200.626	100.33	20735	01/04/19
		CL235960	GAS, GREASE AND OIL			
20470	GLOBAL MONTELO GROUP	12/31/18 VA Dec vehicle fuel	256-43200.626	219.49	20735	01/04/19
		CL235960	GAS, GREASE AND OIL			
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		Report Total		8965.80		
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# QYD



# The QYD Project

A teenager's journey from childhood to adulthood is full of risk and challenges.

As documented by the **Search Institute** decades ago, certain internal attributes and external factors help youth to more successfully make this transition, through healthy decision making, self-confidence, motivation and resilience.

The **Search Institute** called these internal and external factors the **40 Developmental Assets**, and determined that the more of these factors that are impacting a teen's life, the more likely the youth will be able to overcome challenges, minimize harm to oneself, contribute to the well-being of the community – in other words, to thrive.

The work of the **Search Institute** and the importance of the **40 Developmental Assets** is commonly referred to as positive youth development, and it is embraced by most professional youth services programs.

Although positive youth development principles are well known within in the youth services field, they are generally less known within the broader community.

The lack of community awareness about the **Search Institute's** findings and recommendations are problematic because 20 of the **40 Developmental Assets** reflect external factors that are fostered by the community and the family.

It can be argued that **all** youth are “**at-risk**” (e.g., from peer pressure, social media, the advertising industry, community violence, and climate change), and would benefit from a more aware and engaged community.

School District “youth risk assessment surveys” consistently show LBGTQ youth, youth of color, youth with disabilities and youth from families experiencing distress (e.g., due to financial insecurity, resident status, mental/physical challenges, substance use), are often at “higher risk”, and thus could benefit even more from an informed and engaged community.

**Essex CHIPS** has been serving Essex area youth and families since 1986. Over the past year it has developed a 3 Year Strategic Vision, in which it seeks to deepen and broaden its positive impact on youth, families, and communities.

The development of new programs and strategies to address unmet youth and family needs is a key component of the Strategic Vision. One of these new initiatives is the **QYD Project**.

**QYD** is an acronym for “**Quality Youth Development**”, which we describe as  
*“substantive, measurable, and sustainable community actions that support, engage, inspire, and empower youth”*.

**Essex CHIPS** designed the **QYD Project** in consultation with the **Essex Healthy Youth Coalition**, in order to challenge communities to increase their current commitment to youth, and to be recognized for that effort. To the best of our knowledge, there is no comparable community-wide certification process in Vermont, or New England, - and beyond.

**CHIPS**’s qualifications to create this new certification process are based in its 32 years history of innovative programming in support of youth and families – and in the experiences of its new Executive Director, who designed a state-wide credentialing process for Information & Referral programs in MA, and a statewide Standards of Excellence certification process for Child Care Resource & Referral programs in NY.

The **QYD Project** is a community awareness and engagement campaign, in alignment with the **40 Developmental Assets**. It seeks to raise community awareness and better engage communities, in support of their youth.

Essex CHIPS has established **10 QYD Benchmarks** for a community to achieve, in order to demonstrate its commitment “**Quality Youth Development**” and thus become certified as a **QYD Community**.

The achievement of the **QYD Community** certification will benefit local youth by more actively engaging the broader community in a discussion about positive youth development principles, the value of promoting the **40 Developmental Assets**, and by a deeper commitment of community support that will better enable youth to succeed in school - and as adult members of the community.

The **QYD Community** certification will also benefit the community as a whole through the success of its young adult residents, and the greater likelihood that the youth whose education has been paid for by the community will become productive members of the community after school graduation.

Upon being notified of their **QYD™** credential, the local **QYD™** Steering Committee will **kick into celebration mode!** They will organize a **press conference**, do **TV/radio interviews**, seek **public proclamations** from both local and state government, **create new signage** in the community, **post the achievement** on **websites, Facebook** and other **social media**.

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The **10 QYD Benchmarks** that a community will be asked to achieve so it may receive **QYD** certification are based upon a community's commitment to:

- I. Welcoming, inclusive, and accessible space in the community for any youth (including LBGTQ youth, youth of color, disadvantaged youth) to gather safely when out of school.
- II. Funding by the community in support of youth programs.
- III. A professional youth-mentoring program within the community.
- IV. An elected community youth council, consisting of high school students that will advise the community on issues directly and indirectly related to youth.
- V. Posters displayed by downtown businesses that indicate "Youth Are Welcome!"
- VI. The engagement of youth as members of the Board of Directors of local non-profits providing services to youth.
- VII. Youth access to social services and resources outside of a school setting.
- VIII. An annual youth conference or legislative forum for middle and high school students.



- IX. Effective recruitment of young people for local community-wide committees.
- X. Creation of internship/employment opportunities for youth in local government and businesses.

**Detailed information** about the specific **10 QYD Benchmarks** and the certification process are included in a comprehensive manual (*available upon request*) whimsically entitled:

### ***The Recipe to Becoming a QYD Community***



Because of the successful certification process, the community will be more aware of the attributes and value of **Quality Youth Development**, and *many* youth in the **QYD Community** will:

- better realize they are *valued* and *respected*
- be offered more meaningful *opportunities*
- demonstrate increased *resilience* and *self-confidence*
- be more likely to *thrive* in school & as community members.
- be more inclined to *remain* in, or *return* to, the community after school graduation.

# The Top 10 Questions About QYD™

## A. What does QYD™ mean?

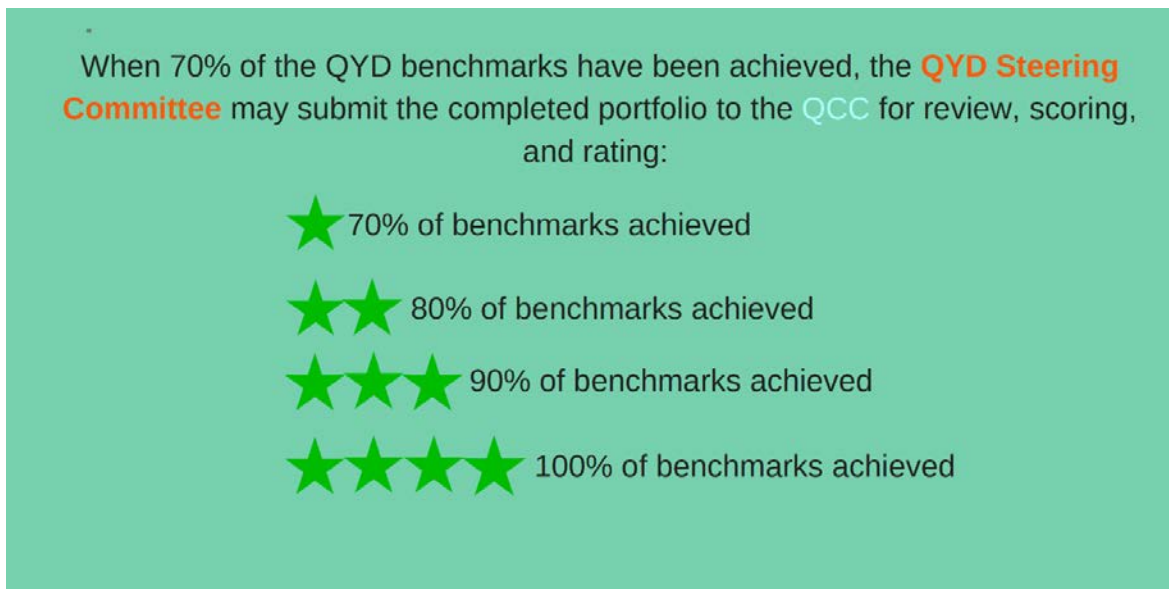
**QYD™** are the initials for **Quality Youth Development**. It can be spoken as individual letters (Q-Y-D) or pronounced phonetically as “quid”.

## B. What is the definition of Quality Youth Development?

The term **Quality Youth Development** is defined here as “*substantive, measurable and sustainable community actions that support, engage, inspire, and empower youth*”.

## C. What is a QYD™ Community?

This is a self-identified community (region, city, town, village or neighborhood) that has successfully completed a 6 to 9 months process through which it has achieved at least 7 of the 10 **QYD™** benchmarks to demonstrate their support of youth, and as a result has been certified as a **QYD Community™**.



## D. Why would a community seek the QYD™ certification?

The **10 QYD™ Benchmarks** are aligned with the Search Institute’s **40 Developmental Assets™** which are embraced by youth serving agencies throughout the nation. By achieving these benchmarks, a community is demonstrating its support for youth, which will help youth to thrive. This commitment to youth will also attract residents and

businesses to the community, and will encourage youth to remain in or return to the community after school graduation.

**E. How can our town become a QYD™ Community?**

Section V of the **QYD Manual** describes the step by step process that a small group of residents can follow to galvanize other community members in support of the project.



**F. Is there a fee to become a QYD™ Community?**

There is no fee for the first three communities in Vermont to pursue the **QYD** credential, to receive technical support from **QYD**, or to become certified.

**G. How long does it take to become certified?**

This process has been designed to take 6-9 months for a small community to achieve. It may be possible to achieve in less than 6 months, and extensions beyond 9 months are possible, depending upon the progress being made,

**H. Will the QYD Project™ support us during this process?**

**QYD™** technical assistance providers (associated with Essex CHIPS) are available to guide and support a local Steering Committee through the certification process. This could involve up to 10 hours/month of support, by phone, video conference, or in person as needed. The **QYD™ Project** will provide up to 25 copies of this manual, which contains numerous templates for various documents required by the certification process.

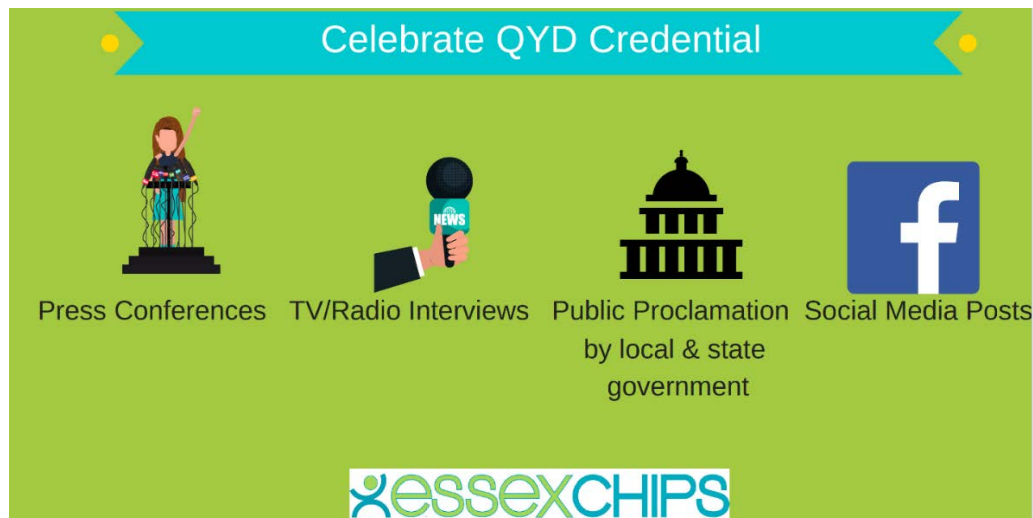


**I. Who decides if we have met the QYD™ benchmarks?**

An independent **QYD™ Credentialing Committee (QCC)** will review, score, and rate your application to become a **QYD™ Community**. The **QCC** is appointed by Essex CHIPS, and consists of 3-7 Youth Development and/or Education professionals from outside the community under review. Each member of the **QCC** will score your application separately, and the group as a whole will then discuss and decide as to whether you have met the Benchmarks, and what start rating you have achieved. The decision by the QCC can be appealed in writing within 30 days by the community.

**J. Can we can an extension on the time period to complete the process?**

Yes, 3-month extensions (up to a total of 15 months for an application process) are possible, pending progress being made by the community.



*The QYD Project is a community quality improvement initiative designed and managed by Essex CHIPS. For further information, contact David Voegele at [david@essexchips.org](mailto:david@essexchips.org).*

# QYD™

## *Quality Youth Development Project*

**The Recipe to Becoming a QYD Community™**



## **Essex CHIPS**

*Essex, VT*

*2018*

## **Acknowledgements**

The design and implementation of the **QYD™ Project™** has been made possible through the vision and collaboration of staff, AmeriCorps members, and the Board of Directors at **Essex CHIPS**, Inc. The project would not have been envisioned without the robust model of youth engagement demonstrated by **Essex CHIPS** for the past 3 decades.

The **QYD Project™** has benefited from the careful review and comments by members of the Essex Healthy Youth Coalition. It has also benefited from the consistently generous support of the Essex community, the Vermont Youth Development Corps, area private foundations, the Essex Rotary, and the Vermont Department of Health.

Inspiration for **QYD™** was also derived from an earlier groundbreaking effort by DIAL/SELF Youth & Community Services (Greenfield, MA) in collaboration with the Franklin County (MA) Youth Services Roundtable. Lastly, the “positive youth development” framework as embodied by the Search Institute’s 40 Developmental Assets™ is the backbone of this effort to promote and acknowledge a community’s **Quality Youth Development™** efforts.

Thank you all!

David Voegelé, Executive Director  
**Essex CHIPS**  
July, 2018

**40 Developmental Assets™** is a trademark of the Search Institute, MN

**QYD™, Quality Youth Development™, QYD Project™, and QYD Community™**  
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## **Table of Contents**

	<b><u>Page</u></b>
<b>I. Quick QYD™ Summary</b>	<b>4</b>
<b>II. Top Ten Questions About QYD™</b>	<b>6</b>
<b>III. The QYD™ Slide Presentation</b>	<b>8</b>
<b>IV. How to Become a QYD Community™</b>	<b>26</b>
<b>V. The QYD™ Benchmark Notes</b>	<b>33</b>
<b>VI. QYD™ Alignment with 40 Developmental Assets™</b>	<b>34</b>
<b>VII. Technical Assistance for QYD™ Applicants</b>	<b>37</b>
<b>VIII. Assessment of QYD™ Effectiveness</b>	<b>37</b>

## **A Quick QYD™ Summary**

Essex CHIPS has been serving Vermont youth since 1986. It has served as a model for robust youth engagement, particularly with its organizational structure that encourages youth under the age of 18 to serve on the Board of Directors. The **QYD Project™** represents CHIPS' commitment to broaden and deepen the positive impact communities can have on youth. With this goal in mind, CHIPS has designed a community certification process that establishes substantive - but not onerous - benchmarks to be achieved by a neighborhood/village/town/city in order to obtain the new **Quality Youth Development (QYD) Community™** credential. Achievement of this certification will demonstrate that a community is actively promoting youth engagement and youth empowerment – which have been proven to be essential elements necessary for youth to thrive.

Essex CHIPS defines **Quality Youth Development™** as “substantive, measurable and sustainable community actions that support, engage, inspire, and empower youth”. Essex CHIPS proposes that the attainment of this credential, which will measurably demonstrate efforts to promote the health and development of youth, will become a quality standard that other communities will seek to achieve in order to help youth thrive, and attract businesses, employees, and residents. **QYD™** is aligned with the Search Institute's 40 Developmental Assets™ model, and Essex CHIPS believes this will be the first credentialing effort in Vermont (and possibly the USA) that measures and acknowledges a community's commitment to youth in this manner.

The achievement of the **QYD Community™** certification will benefit local youth by more actively engaging the broader community in a discussion about positive youth development principles, the value of promoting the 40 Developmental Assets™, and by a higher level of community support that will enable youth to succeed in school and as adult members of the community. It will benefit the community as a whole through the success of its young adult residents, and the greater likelihood that the youth whose education has been paid for by the

community will become productive members of the community after school graduation.

The **10 QYD™ Benchmarks** that a community will be asked to achieve so it may receive **QYD Community™** certification are:

- I. **Welcoming, inclusive, and accessible space** in the community for any youth (including LGBTQ youth, youth of color, disadvantaged youth) to gather safely when out of school.
- II. **Funding** by the community in support of youth programs.
- III. **Professional youth-mentoring** program(s) within the community.
- IV. An **elected community youth council**, consisting of high school students that will advise the community on issues directly and indirectly related to youth – and will promote community service by youth.
- V. Posters displayed by downtown businesses that indicate **“Youth Are Welcome!”**
- VI. The engagement of youth as **members of the Board of Directors** of local non-profits providing services to youth.
- VII. Youth **access to social service** resource information outside of a school setting.
- VIII. An annual **youth conference or legislative forum** for middle and high school students.
- IX. Effective recruitment of young people for **local government committees**.
- X. Creation of **internship/employment opportunities** for youth in local government and businesses.



## **The Top 10 Questions About QYD™**

### **A. What does QYD™ mean?**

**QYD™** are the initials for **Quality Youth Development**. It can be spoken as individual letters (Q-Y-D) or pronounced phonetically as “quid”.

### **B. What is the definition of Quality Youth Development?**

The term **Quality Youth Development** is defined here as “*substantive, measurable and sustainable community actions that support, engage, inspire, and empower youth*”.

### **C. What is a QYD™ Community?**

This is a city, town, village or neighborhood (or other geographically defined "community") that has successfully completed a 6 to 9 months process through which it has achieved at least 7 of the 10 **QYD™** benchmarks to demonstrate their support of youth, and as a result has been certified as a **QYD Community™**.

### **D. Why would a community seek the QYD™ certification?**

The **10 QYD™ Benchmarks** are aligned with the Search Institute’s **40 Developmental Assets™** which are embraced by youth serving agencies throughout the nation. By achieving these benchmarks, a community is demonstrating its support for youth, which will help youth to thrive. This commitment to youth will also attract residents and businesses to the community, and will encourage youth to remain in or return to the community after school graduation.

### **E. How can our town become a QYD™ Community?**

Section IV of this manual describes the step by step process that a small group of residents can follow to galvanize other community members in support of the project.

**F. Is there a fee to become a QYD™ Community?**

No. Currently there is no fee for a community to begin the QYD™ process, to receive technical support from CHIPS, and then to become certified. However, after the first 3 communities attain the QYD™ credential, there may be a fee for new communities wanting to undertake this process.

**G. How long does it take to become certified?**

This process has been designed to take 6-9 months for a community to achieve. It may be possible to achieve in less than 6 months, and extensions beyond 9 months are possible, depending upon the progress being made,

**H. Will the QYD Project™ support us during this process?**

QYD™ technical assistance providers (associated with Essex CHIPS) are available to guide and support a local Steering Committee through the certification process. This could involve up to 12 hours/month of support, by phone, video conference, or in person as needed. The QYD™ Project will provide up to 25 copies of this manual, which contains numerous templates for various documents required by the certification process.

**I. Who decides if we have met the QYD™ benchmarks?**

An independent QYD™ Credentialing Committee (QCC) will review, score, and rate your application to become a QYD™ Community. The QCC is appointed by Essex CHIPS, and will consist of 3-7 Youth Development and/or Education professionals from outside the community under review. Each member of the QCC will score your application separately, and the group as a whole will then discuss and decide as to whether you have met the Benchmarks, and what star rating you have achieved. The decision by the QCC can be appealed in writing within 30 days by the community.


**J. Can we get an extension on the time period to complete the process?** Yes, 3-month extensions (up to a total of 15 months for an application process) are possible, pending progress being made by the community.




## The Quality Youth Development Project™

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*A COMMUNITY CERTIFICATION OPPORTUNITY*




The pathway from childhood to adulthood can be *joyful* and *exciting*, but it is also *fraught* with *barriers* and *risk*.




Community-based youth programs throughout the United States seek to support youth in this perilous journey by promoting the **40 Developmental Assets™** first identified decades ago by the **Search Institute™** .




The **40 Developmental Assets™** include external factors within the home and community that impact youth in a positive manner, and promote internal attributes within youth, such as emotional maturity, self-care, resilience, self-confidence, and healthy decision making.




The promotion of these protective factors within a community help youth to thrive – yet within Vermont there is currently no formal process *to assess and acknowledge a community's commitment to youth.*




The **QYD Project™** has been designed as a community strategy by which youth are engaged, inspired, and empowered to thrive, and in which a community can be recognized for its contributions to this process of **Quality Youth Development™** .



The term **Quality Youth Development™** is defined here as “*substantive, measurable and sustainable community actions that support, engage, inspire, and empower youth*”.



The **QYD Project™** lays out a clear definition of **Quality Youth Development™** - and attainable benchmarks for a neighborhood, village, town, or whole city<sup>1</sup> to achieve in order to be recognized for its efforts to “*support, engage, inspire, and empower youth*”.

1. Or region (such as a school district) that self-identifies as a community.
- 



The specific **QYD Community™** benchmarks to be achieved are based on the community's commitment to:

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**1) Inclusive, welcoming, and free space** in the community for youth - *including LGBTQ youth, youth of color, disadvantaged youth, and youth with disabilities* - to gather regularly, safely and comfortably when out of school.

Achievement of this benchmark

is to be evidenced by a *space usage agreement, statement of policies*, and *confirmation letters* from two local youth serving agencies – *or by comparable evidence* approved by the **QYD Project™**.

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2) **Funding by local government/businesses**

demonstrating *meaningful* support of programs embracing positive youth development values, as articulated by the *Search Institute™* and *Youth Thrive™*.

Achievement of this benchmark

is to be evidenced by *confirmation letters* from the municipal administrator and a local non-profit youth serving agency  
– *or by comparable evidence* approved by the **QYD Project™**.

3) **Youth mentoring program(s)** serving a *meaningful* number of youth (in relation to community demographics/need), and aligned with the *professional standards* set by **MENTOR™** (the national mentoring network)


Achievement of this benchmark

is to be as evidenced by *confirmation letters* from a local mentoring program, and from the State mentoring association  
- *or by comparable evidence* approved by the **QYD Project™**.

- 4) **A Community Youth Council**, consisting of high school age youth elected by their peers to communicate with community officials and the public on issues impacting youth – and to promote community service by youth.

**Achievement of this benchmark**


is to be evidenced by a *confirmation letter* from the chair of the Youth Council, and with *Minutes* from 3 meetings of the Council  
- *or by comparable evidence* approved by the **QYD Project™**.



- 5) **Youth-friendly signs/posters** displayed by at least 10% of *appropriate* downtown street-level businesses which convey the message “*Youth are welcome!*”

**Achievement of this benchmark**


is to be evidenced by *photos* of storefronts in a designated downtown district - *or by comparable evidence* approved by the **QYD Project™**.



- 6) **Board of Directors' action**, by at least 10% of local non-profit *youth service* organizations, that embraces and recruits *meaningful* youth participation on their Board of Directors.

Achievement of this benchmark


is to be evidenced by *Minutes* from the Board meetings of those organizations - *or by comparable evidence* approved by the **QYD Project™**.



- 7) **Youth access to social service information** and resources outside of a school setting.

Achievement of this benchmark


is to be evidenced by *photos* of a *meaningful* local display of youth-targeted posters for **2-1-1** (or other *Information & Referral* services) - *or by comparable evidence* approved by the **QYD Project™**.



- 8) **A “youth conference” or “legislative forum”**  
(to be designed as an annual event) for middle  
and high school students.

Achievement of this benchmark


is to be evidenced by the event *agenda, photos*, and *list* of at least 35 youth  
participants - *or by comparable evidence* approved by the **QYD Project™**.



- 9) **Recruitment and participation** of youth  
on community and/or municipal committees.

Achievement of this benchmark

is to be evidenced by *recruitment* materials and *Minutes*  
of meetings from at least 2 community/municipal committees.  
- *or by comparable evidence* approved by the **QYD Project™**.



10) **Internship opportunities** for youth, in local government and businesses.

Achievement of this benchmark

is to be evidenced by *letters* from at least five business/government leaders acknowledging the creation of *meaningful* opportunities, and a *confirmation letter* from a non-profit youth organization - *or by comparable evidence* approved by the **QYD™ Project**

To be accepted as a candidate for the **QYD Community™** credential, a local **QYD™ Steering Committee**, consisting of at least one to three local non-profit groups *acting on behalf of the community*, must first submit a brief application (“*Letter of Intent*”) to embark on the 6-9 month certification process.

After a review and approval of the *Letter of Intent* by the **QYD™ Credential Committee (QCC)**, the community's current commitment to youth will be initially assessed and scored.


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The *confidential evaluation report* will recommend quality improvement actions that can be taken by the community in order to improve its **QYD Community™** scoring and to achieve a one★, two★★, three★★★ or four★★★★ star rating .


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The local **QYD™ Steering Committee** will be given 6 months (with the possibility of 3-month extensions, based upon progress) to achieve at least **70%** of the **QYD Community™** standards.




When a community meets at least **70%** of the benchmarks, it will be eligible to be certified as a **★QYD Community™** .




When a community meets **80**% of the benchmarks, it will be eligible to be certified as a **★★QYD Community™** .



When a community meets **90**% of the benchmarks, it will be eligible to be certified as a **★★★QYD Community™** .



When a community meets **100**% of the benchmarks, it will be eligible to be certified as a **★★★★ QYD Community™** .



The **QYD Community™** credential and star rating will be normally be valid for 3 years.




An application portfolio must be maintained by each local **QYD™ Steering Committee** (with **QYD Project™** staff support).

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Each local portfolio will include the *checklist* of the **QYD Community™ benchmarks** to be achieved, the *status of achievement* of each (with notations and documentation), the *evaluation report*, the *quality improvement recommendations*, and a simple *video record* of the community's path to certification.

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Upon achievement of at least **70%** of the benchmarks, the local **QYD™ Steering Committee** may submit the completed portfolio to the **QCC** for review, scoring, and rating.




The **QCC** will notify the local **QYD™ Steering Committee** within 30 days if the community has been certified as a **QYD Community™**, and at what star level.



The attainment of a **QYD Community™** credential, will be a cause for community *celebration*, such as a *press conference*, *TV/radio interviews*, *signage* in the community, a *proclamation* by government officials, and *postings* on the town's *website & Facebook* and other *social media*.



Because of the successful certification process, the community will be more aware of the attributes and value of **Quality Youth Development™**, and many youth in the **QYD Community™** will:

- better realize they are *valued* and *respected*
  - be offered more meaningful *opportunities*
  - demonstrate increased *resilience* and *self-confidence*
  - be more likely to *thrive* in school & as community members.
  - be more inclined to *remain* in, or *return* to, the community after school graduation.
- 

*Other communities* will seek the new **QYD Community™** credential because of the *positive impact* on youth, the *positive media attention* that may attract new residents and businesses, and the *economic benefit* of youth remaining in - or returning to the community - as employees, business owners, tax-payers, and community leaders.

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### **That's It!**


Local youth benefit!  
The local community benefits!  
And other communities  
will want to become a  
**QYD™ Community** too!

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## How to become a QYD Community™


1. Ask the **QYD™ Project** to present the certification concept to a small group of local *non-profit organizations* and *youth* (e.g., at a meeting of a community coalition).
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2. Discuss the value and feasibility of the **QYD Community™** credential, including an initial assessment of how the community would currently score, and *whether at least 70% of the benchmarks* can be achieved within 9 months.
- 

3. *If at least 1 community groups* (non-profits, municipal entities, school groups, faith-based organizations) are enthused about the QYD™ concept, and feel it is both appropriate and feasible for their community, then they may create a local QYD™ Steering Committee (*but at least 1/3 of the members must be youth*).



4. The local QYD™ Steering Committee will then identify and recruit a *well-respected* and *non-controversial* community leader (such as business owner, a public safety official, an educator, a clergy member) to *champion* the project, and serve as the Chair or Co-Chair.



5. The local **QYD™ Steering Committee** will sign and submit a non-binding ***Letter of Intent*** to the **QCC**, which states their desire to move forward on the certification process, with the support of **QYD™ Project** staff.


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6. The **QCC** will review the ***Letter of Intent***, and within 30 days ***will either approve*** the request to begin the certification process, ***or recommend additional preliminary actions*** to be taken before beginning the formal process.


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7. Upon approval of the *Letter of Intent*, the local **QYD™ Steering Committee**, with the support of **QYD™ Project** staff, will then prepare and submit a press release announcing the *launch of the initiative*, and inviting community members to attend an *informational meeting*.




8. The local **QYD™ Steering Committee**, with support from **QYD™ Project** staff, will present the **QYD™ concept, benchmarks,** and *process* at the informational meeting, at which time community members may *volunteer* to serve on one of the several **QYD™ Benchmark Groups**.



9. The **QYD™ Benchmark Groups** will be the work groups planning and implementing strategies to achieve *each of the benchmarks* necessary for **QYD™** certification.



10. Each **QYD™ Benchmark Group** will prepare a proposed *work plan* to achieve its assigned *benchmark*, which will then be implemented upon approval by the **QYD™ Steering Committee**.



11. As stated earlier, when at least **70%** of the *benchmarks* have been achieved, the local **QYD™ Steering Committee** may submit the completed portfolio to the **QCC** for *review*, *scoring*, and *rating*.

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12. Again, within 30 days the local **QYD™ Steering Committee** will be informed by **QCC** as to whether their application to become certified as a **QYD™ Community** has been approved, and at what star level.

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13. Upon being notified of their **QYD™** credential, the local **QYD™ Steering Committee** will *kick into celebration mode!* They will organize a *press conference*, do *TV/radio interviews*, seek *public proclamations* from both local and state government, *create new signage* in the community, *post the achievement* on *websites, Facebook* and other *social media*.





## **QYD™ Benchmark Notes**

- I. **Space** – The space (or spaces) must be available for usage at least 2 days a week, for at least 2 hours each day.
- II. **Funding** – This may include donated space, equipment, and or services, but it must have a cash value of at least \$25/youth under the age of 18. For example, a community with 1,000 youth under the age of 18 must be investing at least \$25,000 annually in such youth programs. This support may be current, or pledged to occur with 12 months.
- III. **Mentoring** – Mentoring opportunities must be available for at least 5% of the number of youth eligible for free/reduced fee meals at local schools. For example, a community with 1,000 children receiving free/reduced fee school meals needs to be offering mentoring slots to at least 50 children.
- IV. **Council** – The election must be public, and sponsored by a non-school group (so that it is not confused with a school-based student council).
- V. **Businesses** – Inappropriate downtown businesses would be those that **primarily** sell alcohol, tobacco, or other age-restricted products.
- VI. **Boards** – The number of non-profit youth serving organizations in a community will be determined by the listing of local organizations in the [www.guidestar.org](http://www.guidestar.org) data base.
- VII. **Access** – A meaningful display of posters would be at least 1 prominent public displays, in different locations, for every 100 youth under the age of 18. For example, a community with 1,000 youth under the age of 18 must have at **least 10 posters inside public spaces or visible from the street –in various parts of the community.**
- VIII. **Conference** – A youth conference would involve a variety of speakers/activities related to topics chosen by youth, and would last for at least 3 hours. A legislative forum would involve students meeting with local and state elected officials to discuss issues of importance to them, and would last for at least 2 hours.
- IX. **Committees** – These would be community-wide groups, such as a Farmers Market Steering Committee, an education task force, or a municipal committee.
- X. **Internships** – These must be new opportunities that target, recruit, and engage youth – particularly females, youth of color, and youth who are socially disadvantaged.

## **QYD™ Alignment with the 40 Developmental Assets™**

The **10 QYD™ Benchmarks** are well-aligned with the positive youth development framework embodied by Search Institute's **40 Developmental Assets®**.

Achievement of many of the Benchmarks support more than one of the developmental assets. The Search Institute and other research entities have established that “quantity matters” – that is, the more protective factors in play within the life of a youth, the less likely that youth is to be impacted by negative factors, and the more likely that youth will have the foundation necessary to thrive. This is why the **QYD Project™** seeks to saturate a community with so many supports and actions aligned with the **40 Developmental Assets®**.

In one way or another, virtually all of the assets listed below are being promoted by the achievement of one or more of the **10 QYD™ Benchmarks**. This is what a **Quality Youth Development Community™** is striving for on behalf of youth in your community. The **QYD Project™** seeks to establish a community framework to help youth thrive.

### ***Search Institute's 40 Developmental Assets®***

1. **Family Support**-Family life provides high levels of love and support.
2. **Positive Family Communication**-Young person and her or his parent(s) communicate positively, and young person is willing to seek advice and counsel from parents.
3. **Other Adult Relationships**-Young person receives support from three or more nonparent adults.
4. **Caring Neighborhood**-Young person experiences caring neighbors.
5. **Caring School Climate**-School provides a caring, encouraging environment.
6. **Parent Involvement in Schooling**-Parent(s) are actively involved in helping young person succeed in school.
7. **Community Values Youth**-Young person perceives that adults in the community value youth.
8. **Youth as Resources**-Young people are given useful roles in the community.

9. **Service to Others**-Young person serves in the community one hour or more per week.
10. **Safety**-Young person feels safe at home, school, and in the neighborhood.
11. **Family Boundaries**-Family has clear rules and consequences and monitors the young person's whereabouts.
12. **School Boundaries**-School provides clear rules and consequences.
13. **Neighborhood Boundaries**-Neighbors take responsibility for monitoring young people's behavior.
14. **Adult Role Models**-Parent(s) and other adults model positive, responsible behavior.
15. **Positive Peer Influence**-Young person's best friends model responsible behavior.
16. **High Expectations**-Both parent(s) and teachers encourage the young person to do well.
17. **Creative Activities**-Young person spends three or more hours per week in lessons or practice in music, theater, or other arts.
18. **Youth Programs**-Young person spends three or more hours per week in sports, clubs, or organizations at school and/or in the community.
19. **Religious Community**-Young person spends one or more hours per week in activities in a religious institution.
20. **Time at Home**-Young person is out with friends "with nothing special to do" two or fewer nights per week.
21. **Achievement Motivation**-Young person is motivated to do well in school.
22. **School Engagement**-Young person is actively engaged in learning.
23. **Homework**-Young person reports doing at least one hour of homework every school day.
24. **Bonding to School**-Young person cares about her or his school.
25. **Reading for Pleasure**-Young person reads for pleasure three or more hours per week.
26. **Caring**-Young person places high value on helping other people.

27. **Equality and Social Justice**-Young person places high value on promoting equality and reducing hunger and poverty.
28. **Integrity**-Young person acts on convictions and stands up for her or his beliefs.
29. **Honesty**-Young person "tells the truth even when it is not easy."
30. **Responsibility**-Young person accepts and takes personal responsibility.
31. **Restraint**-Young person believes it is important not to be sexually active or to use alcohol or other drugs.
32. **Planning and Decision Making**-Young person knows how to plan ahead and make choices.
33. **Interpersonal Competence**-Young person has empathy, sensitivity, and friendship skills.
34. **Cultural Competence**-Young person has knowledge of and comfort with people of different cultural/racial/ethnic backgrounds.
35. **Resistance Skills**-Young person can resist negative peer pressure and dangerous situations.
36. **Peaceful Conflict Resolution**-Young person seeks to resolve conflict nonviolently.
37. **Personal Power**-Young person feels he or she has control over "things that happen to me."
38. **Self-Esteem**-Young person reports having a high self-esteem.
39. **Sense of Purpose**-Young person reports that "my life has a purpose."
40. **Positive View of Personal Future**-Young person is optimistic about her or his personal future.

## **Technical Assistance for QYD™ Applicants**

Free technical assistance (provided through Essex CHIPS) is available to guide and support the local Steering Committee through the certification process, for at least the first 3 **QYD™** applicant communities. This could involve up to 12 hours/month of support, by phone, video conference, or in-person as needed.

The **QYD™ Project** will also provide up to 25 copies of this manual at no cost to the first 3 applicant communities, and copies of numerous templates for various documents required by the certification process.

These include:

- a. Letter of Intent
- b. Letters of participation, commitment, or confirmation
- c. Checklist for benchmark achievement
- d. Documentation for benchmark achievement
- e. Portfolio format
- f. Press releases
- g. Social media postings
- h. Proposed proclamations
- i. Sample clips for the applicant's video record
- j. Other documents as needed

## **Assessment of QYD™ Effectiveness**

The **QYD Project™** will conduct a local youth survey, using the 40 Developmental Assets™ as a guide, at the beginning of each project after the *Letter of Intent* has been approved by the **QCC**. The **QYD Project™** will then conduct a follow-up survey a year after the community has been **QYD™** certified, in order to assess the effectiveness of the project, contribute to the broader quality impact of **QYD™**, and to document the community's continued commitment to youth.

# The QYD Project™

is a community quality improvement  
initiative designed and managed by

## **Essex CHIPS**

2 Lincoln St., Essex Junction, VT 05452

For further information, contact David Voegelé at  
[david@essexchips.org](mailto:david@essexchips.org)





**CHAMPLAIN WATER DISTRICT**  
Dedicated to Quality Water & Service



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First In The Nation ~ Excellence In Water Treatment, Partnership For Safe Water

Date: December 18, 2018  
To: CWD Served Municipal Systems  
From: Jim Fay, CWD General Manager  
RE: 2019-2020 Fiscal Year Budget

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CWD's publicly elected Board of Water Commissioners has finalized the fiscal year budget for July 1, 2019 to June 30, 2020 setting the uniform wholesale water rate at \$2.23/1000 gallons from the existing \$2.165/1,000 gallons. This is an increase of 6.5 cents per 1,000 gallons. Assuming this CWD wholesale increase is fully passed along in each retail rate within CWD's twelve served municipal water systems, the average family using 180 gallons per day will see a 36 cent per month increase (\$4.27/year) in water costs. We have attached a table entitled "Historical CWD Wholesale Rate Increase Impact on CWD Served Systems" which summarizes that CWD's annual wholesale rate increase over the past ten years has averaged \$4.17 per year for a family using 65,700 gallons/year.

Also please find attached a table titled "Comparative Retail Water Rates" which was just updated as of our December 2018 Survey of CWD served systems retail rates. Also attached is a table titled "CWD Wholesale Increase Impact on Served Municipal Systems". Please note that a family using 65,700 gallons/year (180 gallons/day), within CWD's twelve served municipal water systems in Chittenden County, has a present annual "average" water cost across CWD's served systems of \$314.10 per year (\$26.18/month). Of this \$314.10/year, \$142.24/year (\$11.85/month) is paid to CWD under the uniform wholesale water rate, and the remaining \$171.86/year (\$14.32/month) is the average retained by the respective served CWD municipal water system. With CWD's rate increase from \$2.165/1000 gallons to the proposed \$2.23/1000 gallons, the average family using 65,700 gallons per year will see an increase of \$4.27 per year (36 cents/month). If this CWD increase of 6.5 cents per 1,000 gallons is fully passed on, the average Retail water rate will increase an average of 1.36%, with a high of 1.99%, and a low of 0.98%, given the varying retail markups to the CWD uniform wholesale water rate across the twelve CWD served municipal water systems.

Lastly, one item of interest is the State of Vermont "water fees" were scheduled for an increase on July 1, 2018, but the Governor held the line. Historically these fees have always increased on a three year cycle, rather than annually, and they have increased historically at an average of 12%-15% every three years. We put a place holder of 15% for July 1, 2019.

Please contact Jim Fay, CWD General Manager at 864-7454 (ext. 4809) or by email at [jim.fay@champlainwater.org](mailto:jim.fay@champlainwater.org), if you have any questions or need further information.



### HISTORICAL CWD WHOLESale RATE INCREASE IMPACT ON AVERAGE FAMILY

The following list shows the CWD uniform wholesale water rate for the last ten years. It also shows the annual average family using 75 gallons per day per person for an average household usage of 65,700 gallons per year. Assumes Chittenden County average family of 2.4 people/home use 180 gallons/day (75 gpd/person) for a total of 65,700 gallons per year.

FISCAL YEAR ENDING	CWD Uniform Wholesale Water Rate \$ Per 1000 Gallons	Annual Average Family Cost @65,700 Gallons/Year	Annual Family \$ Increase Over Previous Fiscal Year
2011	1.650	\$108.41	\$3.55 (30 cents/month)
2012	1.714	\$112.61	\$4.20 (35 cents/month)
2013	1.782	\$117.08	\$4.47 (37 cents/month)
2014	1.840	\$120.89	\$3.81 (32 cents/month)
2015	1.913	\$125.68	\$4.79 (40 cents/month)
2016	1.978	\$129.95	\$4.27 (36 cents/month)
2017	2.038	\$133.90	\$3.95 (33 cents/month)
2018	2.100	\$137.97	\$4.07 (34 cents/month)
2019	2.165	\$142.24	\$4.27 (36 cents/month)
2020 (proposed)	2.230	\$146.51	\$4.27 (36 cents/month)

**Note: CWD's ten (10) year annual average (2011-2020) increase is \$4.16/family per year.**

**COMPARATIVE RETAIL WATER RATES**  
**Survey Compiled December 2018**

The following list represents the cost per 1000 gallons and the annual cost for the Chittenden County average household occupancy (2.4 people per home) multiplied by 75 gallons per day per person for an average household usage of 65,700 gallons per year. The annual cost of water reflects individual characteristics of the communities water rates, i.e. any base rate per quarter, incremental rates based upon usage, or any minimum charges.

<b>Water System</b>	<b>Total Cost per 1,000 Gallons (Including any Base Rates)</b>	<b>Annual Cost Average Family</b>
CWD Wholesale (Uniform Rate)	\$2.165	\$142.24
<b>Village of Essex Junction</b>	<b>\$3.86</b>	\$253.60
<b>City of South Burlington</b>	<b>\$3.98</b>	\$261.49
<b>Colchester Town</b>	<b>\$4.45</b>	\$292.37
<b>Malletts Bay Water Company</b>	<b>\$4.45</b>	\$292.37
Colchester Fire District #2	\$4.58	\$300.91
<b>Colchester Fire District #3</b>	<b>\$5.01</b>	\$329.16
<b>City of Winooski</b>	<b>\$5.17</b>	\$339.67
<b>Town of Williston</b>	<b>\$5.18</b>	\$340.33
<b>Town of Essex</b>	<b>\$5.42</b>	\$356.09
City of Burlington	\$5.76	\$378.43
<b>Town of Milton</b>	<b>\$6.48</b>	\$425.74
<b>Town of Shelburne</b>	<b>\$6.65</b>	\$436.91
<b>**Village of Jericho</b>	<b>\$3.27</b>	\$214.84
<b>***Colchester FD#1</b>	<b>\$3.45</b>	\$226.67

**\*Bolted water systems are served by CWD**

Note: The annual average retail cost of water is \$332.77 for **10** of the 12 above "**bolded**" CWD served municipal water systems for a family using 65,700 gallons per year. Of this \$332.77 average annual family cost, \$142.24 (43%) is paid to CWD for the uniform wholesale purchase price, and the remaining dollars is retained by the respective CWD served water system.

**\*\*Village of Jericho** – Rate does not include Village Tax Rate assessment charge. Not included in average listed in above Note.

**\*\*\*Colchester FD#1** - Rate does not include bond special assessment charge. Not included in average listed in above Note.

**CWD UNIFORM WHOLESALE INCREASE IMPACT ON SERVED MUNICIPAL SYSTEMS  
FY 2019 - 2020**

The following list represents the cost per 1,000 gallons and the annual cost for the Chittenden County average household occupancy (2.4 people per home) multiplied by 75 gallons per day per person for an average household usage of 65,700 gallons per year. The annual cost of water reflects individual characteristics of the communities water rates, i.e. any base rate per quarter, incremental rates based upon usage, or any minimum charges. Assumes average family uses 180 gallons/day (75gpd/person) for a total of 65,700 gallons per year. Therefore, "CWD" increase is: \$2.165/1000 gallons to \$2.23/1000 gallons = 0.065 cents/1000 @65,700 gallons/year = \$4.27/year or 36 cents/month.

CURRENT WHOLESALE RATE			PROPOSED CWD RATE INCREASE		
\$2.165/1000 Gallons			For New Wholesale Water Rate of \$2.23/1000 Gallons		
Water System	December 2018 Retail Rate/1000 Gallons	Current Annual Average Family Cost	For New Wholesale Water Rate of \$2.23/1000 Gallons	New Annual Average Family Cost	Estimate of Retail Rate Increase if CWD Increase Passed on 100%
Village of Essex Junction	<b>\$3.86</b>	\$253.60	<b>\$3.93</b>	\$257.87	1.68%
City of South Burlington	<b>\$3.98</b>	\$261.49	<b>\$4.05</b>	\$265.76	1.63%
Malletts Bay Water Company	<b>\$4.45</b>	\$292.37	<b>\$4.52</b>	\$296.64	1.46%
Colchester Town	<b>\$4.45</b>	\$292.37	<b>\$4.52</b>	\$296.64	1.46%
Colchester Fire District #3	<b>\$5.01</b>	\$329.16	<b>\$5.08</b>	\$333.43	1.30%
City of Winooski	<b>\$5.17</b>	\$339.67	<b>\$5.24</b>	\$343.94	1.26%
Town of Williston	<b>\$5.18</b>	\$340.33	<b>\$5.25</b>	\$344.60	1.25%
Town of Essex	<b>\$5.42</b>	\$356.09	<b>\$5.49</b>	\$360.36	1.20%
Town of Milton	<b>\$6.48</b>	\$425.74	<b>\$6.55</b>	\$430.01	1.00%
Town of Shelburne	<b>\$6.65</b>	\$436.91	<b>\$6.72</b>	\$441.18	0.98%
**Village of Jericho	<b>\$3.27</b>	\$214.84	<b>\$3.34</b>	\$219.11	1.99%
***Colchester Fire District #1	<b>\$3.45</b>	\$226.67	<b>\$3.52</b>	\$230.94	1.88%
Served System Annual Average	<b>\$4.78</b>	<b>\$314.10</b>	<b>\$4.85</b>	<b>\$318.37</b>	<b>1.36%</b>
CWD's Portion of Total Annual Average Retail Bill	<b>\$2.165</b>	<b>\$142.24</b>	<b>\$2.230</b>	<b>\$146.51</b>	

Proposed July 1, 2019 Annual average CWD Wholesale cost per family = \$146.51/year @ 2.23/1000 gallons

Proposed July 1, 2019 Annual percentage CWD Wholesale cost to average retail family cost of \$318.37 year = 46%

Proposed July 1, 2019 @ \$2.23/1000 gallons increases average family cost an additional \$4.27/year or 36 cents per month

**\*\*Village of Jericho – Rate does not include Village tax rate assessment charge**

**\*\*\*Colchester Fire District #1 - Rate does not include bond special assessment charge**

**From:** Jennette [<mailto:jennette673@gmail.com>]  
**Sent:** Thursday, January 3, 2019 10:53 AM  
**To:** Evan Teich <[eteich@essex.org](mailto:eteich@essex.org)>  
**Subject:** Re: 209 Pearl St. Please help

Thank you so much for your guidance with this matter.  
Jennette Nutting

On Mon, Dec 31, 2018, 8:49 AM Evan Teich <[eteich@essex.org](mailto:eteich@essex.org)> wrote:

Ms. Nutting, I am sorry to hear of the lack of response from Mr. Bove. I am forwarding your e-mail on to Terry Hass of the Village's community development department as they are the first contact for property maintenance. You should hear from terry in the next couple of days.

**From:** Jennette [<mailto:jennette673@gmail.com>]  
**Sent:** Sunday, December 30, 2018 4:04 PM  
**To:** Evan Teich <[eteich@essex.org](mailto:eteich@essex.org)>  
**Subject:** 209 Pearl St. Please help

Hello Mr. Tyeich, my name is Jennette Nutting and I own a home at 209 Pearl St. Unit # 9 in Essex Jct. I am writing you because I have attempted to contact my neighbor Monarch Apartments owned by Rick Bove multiple times via emails and phone calls regarding trees overhanging my home. The association I am part on recently had the land surveyed and the diseased/dead trees are clearly on his land. Recently one of the branches fell through my house entering the bedroom causing extensive damage. Mind you this was after he had been contacted multiple times regarding the danger they posed. I live in fear every day that one of the trees is going to fall through my house again and cause even more damage or injuries to someone. I have had no luck getting this issue addressed and am hoping the town can help me somehow. When researching I came across Municipal Code Chapter 15 regarding Dangerous Property and was hoping maybe this supports my problem. Please let me know if there is anything more I can do for my safety. I would appreciate any help or guidance from the town.

Thank you, Jennette Nutting

802-309-3164

**Memorandum**

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

**Cc:** Board of Trustees

**From:** Greg Duggan, Deputy Town Manager; Sarah Macy, Finance Director/Assistant Village Manager GSD

**Re:** Response to Board of Trustee request to include Village Rolling Stock budget in Town Highway budget

**Date:** January 4, 2019

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**Issue**

The issue is whether the Selectboard will accept a transfer of Village Rolling Stock into the Town Highway budget.

**Discussion**

In an effort to eliminate the Town outside the Village highway tax and further offset tax discrepancies between the Village of Essex Junction and Town outside the Village, staff developed a proposal to transfer the Village rolling stock budget into the Town highway budget. The transfer would come as part of the Village highway budget.

Transferring the Village rolling stock would affect two items in the MOA between the Town of Essex and Village of Essex Junction RE: Consolidation of Public Works Services, which deals with the Village highway budget. Changes to the MOA stipulations would require agreement from the Selectboard.

Section 2 of the MOA only allows a 6 percent increase in the Village highway budget over the previous year, unless the Selectboard agrees to a larger increase. The Village rolling stock is budgeted at \$131,400 in FYE2020, and the rolling stock transfer would result in an increase of approximately 15 percent.

Section 3 of the MOA prevents the inclusion of funds for capital project paving or equipment replacement; the Selectboard would need to waive that portion of the MOA to include the equipment transfer.

Recent discussions at the Selectboard have indicated that FYE2020 may not be the best time to transfer Village rolling stock to the Town highway budget.

If the Selectboard does not accept the transfer, staff recommends that the highway tax remain in place. The highway tax of \$0.0110 is projected to generate \$165,000.

**Cost**

The Village Rolling Stock budget proposal for FYE2020 is \$131,400.

**Recommendation**

It is recommended that the Selectboard not accept the transfer of Village Rolling Stock into the Town Highway budget in FYE2020, but not dismiss the concept for future years.

# Local Government Day in the Legislature

**SAVE  
THE  
DATE!**

You can register now at  
[www.vlct.org/training-events](http://www.vlct.org/training-events).

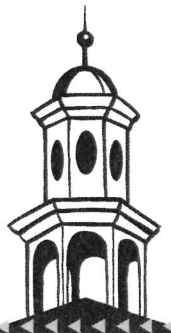
We will post agenda updates  
as soon as they are available.



**Thursday, February 14, 2019 | Capitol Plaza, Montpelier, VT**

This annual “storm the statehouse” event for local officials is your opportunity to learn about the status of pending legislation, attend committee hearings, and understand how to effectively communicate the needs of your municipality to the senators and representatives who represent your community.

- ▶ **Registration Deadline**  
Thursday, February 7, 2019
- ▶ **Cost to Attend**  
\$45.00 (add \$10 after the  
registration deadline)



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1. a meeting of the voters of a town for the transaction of public business.
2. Tuesday, March 5, 2019, in Vermont.

VLCT's annual Town Meeting Tune-Up is a day-long training designed for moderators, selectboard members, town clerks, town managers, administrators, and any local official who is interested in learning how to run a Town Meeting.

Content is designed for new moderators, as well as seasoned Town Meeting veterans.

Attendees will receive copies of Ed Chase's "Ruling the Unruly" Town Meeting guide with references to Robert's Rules of Order 11th Edition. It has been revised to reflect changes to the law following the 2019 Legislative Session.

## TOWN MEETING TUNE-UP

Thursday, February 7, 2019

Capitol Plaza Hotel, Montpelier



### AGENDA

- 8:30 Registration Opens** (light breakfast provided)
- 9:00 Welcome and Overview**  
Abby Friedman, Director  
VLCT Municipal Assistance Center
- 9:05 Ruling the Unruly: How to Moderate a Vermont Town Meeting** (a two part review)  
Edward Chase, Moderator, Town of Westford
- 12:00 Lunch Presentation** (lunch provided)  
Daniel Post Senning, Author; Spokesperson, the Emily Post Institute; Moderator, Town of Duxbury
- 1:00 Mock Town Meeting**
- 2:30 Best Practices and Lessons Learned**  
Edward Chase, Moderator, Town of Westford  
Steve Jeffrey, Moderator, Town of Northfield
- 3:15 Conclusion**

**Register today to reserve your seat:**  
[www.vlct.org/event/town-meeting-tune-up](http://www.vlct.org/event/town-meeting-tune-up)



**Join us for our first legislative breakfast of the year  
on Monday, January 28**



Our Legislative Breakfast Series is designed to provide direct access to legislators and decision makers in Montpelier to ensure that our business community's voice is heard. Join us on **Monday, January 28 from 7:30am-9:00am** at [Trader Duke's Hotel](#) to hear Governor Scott give his annual Governor's address, have the opportunity to connect with others in our business community, and enjoy a hot breakfast on a cold morning.



## GENERAL FUND

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
210-31101.000 PROPERTY TAXES-CURRENT	3,423,606.00	1,857,806.80	1,565,799.20 54.26%	0.00
210-33546.000 STATE FOR VT PILOT & CURR	2,000.00	0.00	2,000.00 0.00%	0.00
210-33582.000 ESSEX TOWN CONTRIB. TO LI	15,000.00	0.00	15,000.00 0.00%	0.00
210-33582.001 TOWN STORMWATER PAYMENT	64,367.00	32,183.50	32,183.50 50.00%	16,091.75
210-33582.002 TOWN STREET DEPT PAYMENT	1,080,759.00	540,379.50	540,379.50 50.00%	270,189.75
210-34130.000 LICENSE AND ZONING FEE	58,000.00	7,730.00	50,270.00 13.33%	385.00
210-34131.000 WHITCOMB FARM SOLAR PILOT	5,000.00	0.00	5,000.00 0.00%	0.00
210-34221.000 MISCELLANEOUS FIRE RECEIP	20.00	30.00	-10.00 150.00%	0.00
210-35130.000 STATE DISTRICT COURT FINE	1,500.00	1,395.50	104.50 93.03%	222.00
210-36102.000 INTEREST EARNINGS	2,000.00	1,749.16	250.84 87.46%	0.00
210-36201.000 PARKING SPACE FEES	2,400.00	2,800.00	-400.00 116.67%	400.00
210-36400.000 BLOCK PARTY CONTRIBUTIONS	1,500.00	1,050.00	450.00 70.00%	0.00
210-36603.000 MISC. - UNCLASSIFIED RECE	2,000.00	284.10	1,715.90 14.21%	11.56
210-36605.000 MISCELLANEOUS STREET RECE	4,000.00	2,594.00	1,406.00 64.85%	100.00
210-36606.000 MISCELLANEOUS LIBRARY REC	500.00	259.90	240.10 51.98%	0.00
210-36606.010 REC & PARK NON-RES FEES	22,000.00	3,861.21	18,138.79 17.55%	40.00
210-39154.000 SERVICE FEE - WATER	94,014.00	47,007.00	47,007.00 50.00%	23,503.50
210-39155.000 SERVICE FEE - WWTP	47,007.00	23,503.50	23,503.50 50.00%	11,751.75
210-39156.000 SERVICE FEE - SANITATION	94,014.00	47,007.00	47,007.00 50.00%	23,503.50
<b>210-395 UNBUDGETED REVENUE</b>				
210-39508.000 DONATIONS TO LIBRARY	0.00	6,324.50	-6,324.50 100.00%	2,900.00
210-39508.001 BROWNELL LIBRARY GRANTS	0.00	200.00	-200.00 100.00%	0.00
210-39510.000 MISC GRANTS	0.00	1,850.00	-1,850.00 100.00%	0.00
210-39590.001 ADULT REPLACEMENT RECEIPT	0.00	553.77	-553.77 100.00%	154.82
210-39590.002 JUVENILE REPLACEMENT RECE	0.00	294.00	-294.00 100.00%	0.00
<b>Total UNBUDGETED REVENUE</b>	<b>0.00</b>	<b>9,222.27</b>	<b>-9,222.27 100.00%</b>	<b>3,054.82</b>
<b>Total Revenues</b>	<b>4,919,687.00</b>	<b>2,578,863.44</b>	<b>2,340,823.56 52.42%</b>	<b>349,253.63</b>
<b>210-41 GENERAL GOVERNMENT</b>				
<b>210-413 GENERAL EXPENSES</b>				
<b>210-41320 ADMINISTRATION</b>				
<b>210-41320.1 ADMIN SALARIES</b>				
210-41320.110 SALARIES REGULAR	208,400.00	131,538.67	76,861.33 63.12%	16,384.92
210-41320.130 SALARIES OVERTIME	6,500.00	796.27	5,703.73 12.25%	0.00
210-41320.140 SALARIES PART TIME	5,025.00	1,645.89	3,379.11 32.75%	290.72
210-41320.150 MANAGER CONTRACT	65,000.00	32,500.02	32,499.98 50.00%	5,416.67
210-41320.152 SHARED EMPLOYEE EXPENSE	25,763.00	10,796.34	14,966.66 41.91%	1,799.39
<b>Total ADMIN SALARIES</b>	<b>310,688.00</b>	<b>177,277.19</b>	<b>133,410.81 57.06%</b>	<b>23,891.70</b>
<b>210-41320.2 ADMIN BENEFITS</b>				
210-41320.210 HEALTH INS & OTHER BENEFIT	45,869.00	27,581.20	18,287.80 60.13%	4,685.99
210-41320.220 SOCIAL SECURITY	17,096.00	11,272.24	5,823.76 65.93%	1,428.79
210-41320.226 WORKERS COMP INSURANCE	684.00	427.85	256.15 62.55%	55.62
210-41320.230 RETIREMENT	20,840.00	13,319.95	7,520.05 63.92%	1,777.80
210-41320.250 UNEMPLOYMENT INSURANCE	300.00	68.79	231.21 22.93%	22.05
210-41320.291 HEALTH IMPROV PROGRAMS	1,600.00	45.18	1,554.82 2.82%	0.00

## GENERAL FUND

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
<hr/>					
<b>Total ADMIN BENEFITS</b>	<b>86,389.00</b>	<b>52,715.21</b>	<b>33,673.79</b>	<b>61.02%</b>	<b>7,970.25</b>
<hr/>					
210-41320.310 BOARD MEMBER FEES	2,500.00	1,250.00	1,250.00	50.00%	625.00
210-41320.320 LEGAL SERVICES	15,000.00	13,614.50	1,385.50	90.76%	1,015.00
210-41320.330 OTHER PROFESSIONAL SERVIC	1,000.00	590.63	409.37	59.06%	590.63
210-41320.335 AUDIT	6,160.00	5,852.00	308.00	95.00%	0.00
210-41320.340 COMPUTER EXPENSES	2,220.00	737.33	1,482.67	33.21%	0.00
210-41320.442 LEASED SERVICES	4,525.00	1,975.32	2,549.68	43.65%	361.49
210-41320.500 TRAINING, CONFERENCES, DU	9,300.00	2,698.96	6,601.04	29.02%	206.94
210-41320.521 LIABILITY & PROPERTY INS.	4,239.00	4,837.31	-598.31	114.11%	2,578.14
210-41320.522 PUBLIC OFFICIALS LIABILIT	5,727.00	5,315.00	412.00	92.81%	2,466.25
210-41320.530 COMMUNICATIONS	18,387.00	10,656.84	7,730.16	57.96%	905.02
210-41320.535 TELEPHONE SERVICES	1,700.00	840.69	859.31	49.45%	145.37
210-41320.536 POSTAGE	2,000.00	2,294.20	-294.20	114.71%	0.00
210-41320.550 PRINTING AND ADVERTISING	5,000.00	480.35	4,519.65	9.61%	0.00
210-41320.560 TRUSTEES EXPENDITURES	4,000.00	653.15	3,346.85	16.33%	180.72
210-41320.571 PAY & CLASSIFICATION STUD	200.00	0.00	200.00	0.00%	0.00
210-41320.572 INTERVIEW COSTS	0.00	1,728.75	-1,728.75	100.00%	0.00
210-41320.580 TRAVEL	300.00	209.23	90.77	69.74%	21.47
210-41320.610 SUPPLIES	5,000.00	3,174.32	1,825.68	63.49%	152.14
210-41320.820 ELECTIONS	1,500.00	0.00	1,500.00	0.00%	0.00
210-41320.835 HOLIDAY EXPENSE	1,300.00	45.00	1,255.00	3.46%	0.00
<hr/>					
<b>Total ADMINISTRATION</b>	<b>487,135.00</b>	<b>286,945.98</b>	<b>200,189.02</b>	<b>58.90%</b>	<b>41,110.12</b>
<hr/>					
<b>210-41335 ECONOMIC DEVELOPMENT</b>					
<b>210-41335.1 ECON DEV SALARIES</b>					
210-41335.110 SALARIES REGULAR	32,135.00	10,773.56	21,361.44	33.53%	0.00
210-41335.130 SALARIES OVERTIME	0.00	44.80	-44.80	100.00%	0.00
210-41335.140 SALARIES PART TIME	4,950.00	2,700.00	2,250.00	54.55%	0.00
<hr/>					
<b>Total ECON DEV SALARIES</b>	<b>37,085.00</b>	<b>13,518.36</b>	<b>23,566.64</b>	<b>36.45%</b>	<b>0.00</b>
<hr/>					
<b>210-41335.2 ECON DEV BENEFITS</b>					
210-41335.210 HEALTH INS & OTHER BENEFIT	28,513.00	12,419.35	16,093.65	43.56%	2,012.31
210-41335.220 SOCIAL SECURITY	2,837.00	855.04	1,981.96	30.14%	0.00
210-41335.226 WORKERS COMP INSURANCE	106.00	40.59	65.41	38.29%	0.00
210-41335.230 RETIREMENT	3,214.00	1,077.56	2,136.44	33.53%	0.00
210-41335.250 UNEMPLOYMENT INSURANCE	65.00	35.22	29.78	54.18%	0.00
<hr/>					
<b>Total ECON DEV BENEFITS</b>	<b>34,735.00</b>	<b>14,427.76</b>	<b>20,307.24</b>	<b>41.54%</b>	<b>2,012.31</b>
<hr/>					
210-41335.521 LIABILITY & PROPERTY INS.	170.00	341.66	-171.66	200.98%	183.34
210-41335.810 COMMUNITY EVENTS & PROGRA	8,280.00	6,804.95	1,475.05	82.19%	400.00
210-41335.811 ANNUAL SUPPORT OF ORGNIZA	9,000.00	7,530.00	1,470.00	83.67%	0.00
210-41335.812 NEW PROGRAMS	2,500.00	0.00	2,500.00	0.00%	0.00
210-41335.813 MATCHING GRANT FUNDS	20,000.00	4,747.11	15,252.89	23.74%	1,371.26
210-41335.835 BLOCK PARTY EXPENSE	7,000.00	6,556.00	444.00	93.66%	0.00
<hr/>					
<b>Total ECONOMIC DEVELOPMENT</b>	<b>118,770.00</b>	<b>53,925.84</b>	<b>64,844.16</b>	<b>45.40%</b>	<b>3,966.91</b>

## GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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<b>Total GENERAL EXPENSES</b>	<b>605,905.00</b>	<b>340,871.82</b>	<b>265,033.18</b>	<b>56.26%</b>	<b>45,077.03</b>
-----					
<b>210-41940 LINCOLN HALL</b>					
210-41940.410 WATER AND SEWER CHARGE	1,000.00	502.07	497.93	50.21%	0.00
210-41940.411 PARK ST SCHL WATER/SEWER	575.00	429.50	145.50	74.70%	0.00
210-41940.423 CONTRACT SERVICES	9,000.00	4,900.00	4,100.00	54.44%	750.00
210-41940.434 MAINT. BUILDINGS/GROUNDS	9,500.00	2,587.19	6,912.81	27.23%	172.60
210-41940.521 LIABILITY & PROPERTY INS.	5,372.00	4,630.44	741.56	86.20%	2,455.21
210-41940.535 TELEPHONE SERVICES	480.00	246.16	233.84	51.28%	40.96
210-41940.565 RUBBISH REMOVAL	2,000.00	760.00	1,240.00	38.00%	0.00
210-41940.566 PRK ST SCHL-RUBBISH REM	600.00	372.06	227.94	62.01%	149.49
210-41940.610 SUPPLIES	2,000.00	597.35	1,402.65	29.87%	53.48
210-41940.622 ELECTRICAL SERVICE	7,500.00	3,431.86	4,068.14	45.76%	608.43
210-41940.623 HEATING/NATURAL GAS	6,400.00	884.09	5,515.91	13.81%	611.26
210-41940.624 PARK ST. ELECTRICITY	4,000.00	1,816.89	2,183.11	45.42%	0.00
210-41940.625 PARK ST. SCHOOL NAT GAS	2,500.00	637.05	1,862.95	25.48%	0.00
-----					
<b>Total LINCOLN HALL</b>	<b>50,927.00</b>	<b>21,794.66</b>	<b>29,132.34</b>	<b>42.80%</b>	<b>4,841.43</b>
-----					
<b>210-41970 COMMUNITY DEVELOPMENT</b>					
<b>210-41970.1 COM DEV SALARIES</b>					
210-41970.110 SALARIES REGULAR	145,419.00	69,938.43	75,480.57	48.09%	11,226.08
-----					
<b>Total COM DEV SALARIES</b>	<b>145,419.00</b>	<b>69,938.43</b>	<b>75,480.57</b>	<b>48.09%</b>	<b>11,226.08</b>
-----					
<b>210-41970.2 COM DEV BENEFITS</b>					
210-41970.210 HEALTH INS & OTHER BENEFIT	32,128.00	9,049.26	23,078.74	28.17%	1,455.18
210-41970.220 SOCIAL SECURITY	11,454.00	5,636.73	5,817.27	49.21%	946.74
210-41970.226 WORKERS COMP INSURANCE	415.00	214.24	200.76	51.62%	34.28
210-41970.230 RETIREMENT	14,542.00	6,934.52	7,607.48	47.69%	1,122.64
210-41970.250 UNEMPLOYMENT INSURANCE	113.00	189.40	-76.40	167.61%	34.28
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<b>Total COM DEV BENEFITS</b>	<b>58,652.00</b>	<b>22,024.15</b>	<b>36,627.85</b>	<b>37.55%</b>	<b>3,593.12</b>
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210-41970.310 BOARD MEMBER FEES	3,600.00	1,800.00	1,800.00	50.00%	900.00
210-41970.320 LEGAL SERVICES	12,000.00	0.00	12,000.00	0.00%	0.00
210-41970.330 OTHER PROFESSIONAL SVCS	6,000.00	0.00	6,000.00	0.00%	0.00
210-41970.500 TRAINING,CONF,DUES	3,000.00	140.00	2,860.00	4.67%	50.00
210-41970.521 LIABILITY & PROPERTY INS.	3,042.00	3,392.97	-350.97	111.54%	1,807.69
210-41970.522 PUBLIC OFFICIALS LIABILIT	5,727.00	5,315.00	412.00	92.81%	2,466.25
210-41970.530 COMMUNICATIONS	1,500.00	138.00	1,362.00	9.20%	0.00
210-41970.535 TELEPHONE SERVICES	1,644.00	999.26	644.74	60.78%	450.83
210-41970.536 POSTAGE	700.00	141.21	558.79	20.17%	0.00
210-41970.550 PRINTING AND ADVERTISING	3,000.00	169.06	2,830.94	5.64%	0.00
210-41970.580 TRAVEL	2,400.00	1,228.89	1,171.11	51.20%	200.00
210-41970.610 SUPPLIES	2,000.00	351.57	1,648.43	17.58%	0.00
210-41970.700 BIKE/WALK COMMITTEE	5,000.00	0.00	5,000.00	0.00%	0.00
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<b>Total COMMUNITY DEVELOPMENT</b>	<b>253,684.00</b>	<b>105,638.54</b>	<b>148,045.46</b>	<b>41.64%</b>	<b>20,693.97</b>

## GENERAL FUND

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
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Total GENERAL GOVERNMENT	910,516.00	468,305.02	442,210.98	51.43%	70,612.43
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210-42220 FIRE DEPARTMENT					
210-42220.1 FIRE SALARIES					
210-42220.140 SALARIES - FIREFIGHTERS	189,000.00	94,074.04	94,925.96	49.77%	16,999.58
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Total FIRE SALARIES	189,000.00	94,074.04	94,925.96	49.77%	16,999.58
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210-42220.2 FIRE BENEFITS					
210-42220.200 EMPLOYEE ASSISTANCE PROGR	864.00	432.00	432.00	50.00%	0.00
210-42220.210 ACCIDENT & DISABILITY INS	3,600.00	3,267.92	332.08	90.78%	0.00
210-42220.220 SOCIAL SECURITY	14,510.00	7,097.45	7,412.55	48.91%	1,224.98
210-42220.226 WORKERS COMP INSURANCE	32,130.00	16,933.40	15,196.60	52.70%	3,059.91
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Total FIRE BENEFITS	51,104.00	27,730.77	23,373.23	54.26%	4,284.89
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210-42220.410 WATER AND SEWER CHARGE	610.00	266.28	343.72	43.65%	0.00
210-42220.432 VEHICLE MAINTENANCE	18,000.00	11,045.41	6,954.59	61.36%	795.23
210-42220.434 MAINT. BUILDINGS/GROUNDS	6,000.00	3,534.69	2,465.31	58.91%	260.00
210-42220.443 RADIO MAINTENANCE	1,800.00	7,633.25	-5,833.25	424.07%	141.00
210-42220.500 TRAINING, CONFERENCES, DU	4,000.00	1,931.89	2,068.11	48.30%	850.00
210-42220.521 LIABILITY & PROPERTY INS.	6,670.00	6,627.10	42.90	99.36%	3,523.73
210-42220.535 TELEPHONE SERVICES	4,000.00	1,811.73	2,188.27	45.29%	266.27
210-42220.566 PHYSICAL EXAMS	6,600.00	0.00	6,600.00	0.00%	0.00
210-42220.570 MAINTENANCE OTHER	15,000.00	11,223.74	3,776.26	74.82%	117.00
210-42220.578 EMERGENCY GENERATOR MAINT	480.00	761.49	-281.49	158.64%	761.49
210-42220.610 SUPPLIES	3,000.00	917.55	2,082.45	30.59%	230.74
210-42220.611 NEW EQUIPMENT-RADIOS	1,500.00	0.00	1,500.00	0.00%	0.00
210-42220.612 UNIFORMS,BOOTS,ETC	23,000.00	10,244.80	12,755.20	44.54%	2,363.50
210-42220.615 EMS SUPPLIES	1,000.00	490.79	509.21	49.08%	0.00
210-42220.622 ELECTRICAL SERVICE	7,300.00	3,431.86	3,868.14	47.01%	608.43
210-42220.623 HEATING/NATURAL GAS	4,800.00	453.14	4,346.86	9.44%	322.96
210-42220.626 GAS,GREASE AND OIL	6,000.00	3,263.90	2,736.10	54.40%	551.70
210-42220.838 FIRE PREVENTION	2,000.00	883.14	1,116.86	44.16%	0.00
210-42220.889 ROUTINE EQUIPMENT PURCHAS	15,000.00	10,434.83	4,565.17	69.57%	0.00
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Total FIRE DEPARTMENT	366,864.00	196,760.40	170,103.60	53.63%	32,076.52
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210-431 STREET DEPARTMENT					
210-43110 STREET GENERAL					
210-43110.1 STREET GENERAL SALARIES					
210-43110.110 SALARIES REGULAR	173,146.00	82,724.26	90,421.74	47.78%	13,155.20
210-43110.130 SALARIES OVERTIME	17,278.00	4,976.61	12,301.39	28.80%	1,107.60
210-43110.140 SALARIES PART TIME	23,573.00	7,455.05	16,117.95	31.63%	444.30
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Total STREET GENERAL SALARIES	213,997.00	95,155.92	118,841.08	44.47%	14,707.10
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210-43110.2 STREET GENERAL BENEFITS					
210-43110.210 HEALTH INS & OTHER BENEFI	72,154.00	33,071.94	39,082.06	45.84%	5,394.38

## GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-43110.220 SOCIAL SECURITY	16,448.00	7,349.68	9,098.32	44.68%	1,134.20
210-43110.226 WORKERS COMP INSURANCE	13,985.00	6,034.84	7,950.16	43.15%	954.49
210-43110.230 RETIREMENT	17,315.00	8,239.02	9,075.98	47.58%	1,336.45
210-43110.250 UNEMPLOYMENT INSURANCE	300.00	22.37	277.63	7.46%	1.35
<b>Total STREET GENERAL BENEFITS</b>	<b>120,202.00</b>	<b>54,717.85</b>	<b>65,484.15</b>	<b>45.52%</b>	<b>8,820.87</b>
210-43110.410 WATER AND SEWER CHARGE	2,100.00	1,091.12	1,008.88	51.96%	0.00
210-43110.432 VEHICLE MAINTENANCE	25,000.00	10,344.50	14,655.50	41.38%	2,519.35
210-43110.434 MAINT. BUILDINGS/GROUNDS	5,000.00	3,527.30	1,472.70	70.55%	29.99
210-43110.441 RIGHT OF WAY AGREEMENTS	12,472.00	11,038.42	1,433.58	88.51%	4,795.77
210-43110.442 EQUIPMENT RENTALS	8,000.00	1,769.38	6,230.62	22.12%	0.00
210-43110.443 RADIO MAINTENANCE	500.00	522.75	-22.75	104.55%	297.75
210-43110.500 TRAINING, CONFERENCES, DU	500.00	0.00	500.00	0.00%	0.00
210-43110.521 LIABILITY & PROPERTY INS.	12,288.00	12,055.16	232.84	98.11%	6,332.07
210-43110.535 TELEPHONE SERVICES	3,500.00	823.98	2,676.02	23.54%	230.42
210-43110.565 RUBBISH REMOVAL	8,000.00	3,389.05	4,610.95	42.36%	778.57
210-43110.570 MAINTENANCE OTHER	2,000.00	1,122.84	877.16	56.14%	12.98
210-43110.572 INTERVIEW COSTS	500.00	343.47	156.53	68.69%	204.00
210-43110.573 ACCIDENT CLAIMS	1,000.00	0.00	1,000.00	0.00%	0.00
210-43110.576 ENGINEERING SERVICES	10,000.00	14,602.84	-4,602.84	146.03%	5,003.70
210-43110.582 TRAFFIC CALMING	500.00	0.00	500.00	0.00%	0.00
210-43110.610 SUPPLIES	22,000.00	18,943.43	3,056.57	86.11%	9,919.13
210-43110.612 UNIFORMS,BOOTS,ETC	6,000.00	3,387.75	2,612.25	56.46%	136.88
210-43110.616 GRAVEL,TOPSOIL	6,000.00	4,866.33	1,133.67	81.11%	0.00
210-43110.617 SIGNS AND POSTS	3,000.00	3,296.07	-296.07	109.87%	0.00
210-43110.622 ELECTRICAL SERVICE	4,000.00	1,635.68	2,364.32	40.89%	389.39
210-43110.623 HEATING/NATURAL GAS	4,000.00	385.58	3,614.42	9.64%	209.78
210-43110.626 GAS,GREASE AND OIL	30,000.00	11,829.73	18,170.27	39.43%	3,928.23
210-43110.891 CAPITAL OUTLAY	6,000.00	3,139.00	2,861.00	52.32%	0.00
<b>Total STREET GENERAL</b>	<b>506,559.00</b>	<b>257,988.15</b>	<b>248,570.85</b>	<b>50.93%</b>	<b>58,315.98</b>
<b>210-43120 STREET-PAVEMENT MAINT</b>					
210-43120.444 STREET MARKINGS	9,000.00	1,872.44	7,127.56	20.80%	0.00
210-43120.570 SIDEWALK AND CURB MAINTEN	5,000.00	4,960.00	40.00	99.20%	0.00
210-43120.610 PAVEMENT MAINTENANCE	225,000.00	173,936.93	51,063.07	77.31%	192.64
<b>Total STREET-PAVEMENT MAINT</b>	<b>239,000.00</b>	<b>180,769.37</b>	<b>58,230.63</b>	<b>75.64%</b>	<b>192.64</b>
<b>210-43123 STREETS - TRAFFIC LIGHTS</b>					
210-43123.570 TRAFFIC LIGHTS MAINTENANC	3,500.00	12,190.00	-8,690.00	348.29%	440.00
210-43123.622 TRAFFIC LIGHTS - ELECTRIC	6,200.00	4,620.67	1,579.33	74.53%	693.88
<b>Total STREETS - TRAFFIC LIGHTS</b>	<b>9,700.00</b>	<b>16,810.67</b>	<b>-7,110.67</b>	<b>173.31%</b>	<b>1,133.88</b>
<b>210-43125 WINTER MAINTENANCE</b>					
210-43125.570 CONTRACT SERVICES	20,000.00	8,575.58	11,424.42	42.88%	4,260.00
210-43125.610 WINTER MAINTENANCE	118,000.00	19,122.50	98,877.50	16.21%	18,802.62
<b>Total WINTER MAINTENANCE</b>	<b>138,000.00</b>	<b>27,698.08</b>	<b>110,301.92</b>	<b>20.07%</b>	<b>23,062.62</b>

## GENERAL FUND

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
<b>210-43151 STREET - STORMWATER</b>				
<b>210-43151.1 STREET-STORMWATER SALARIE</b>				
210-43151.110 SALARIES - REGULAR	44,011.00	21,641.58	22,369.42 49.17%	3,368.90
<b>Total STREET-STORMWATER SALARIE</b>	<b>44,011.00</b>	<b>21,641.58</b>	<b>22,369.42 49.17%</b>	<b>3,368.90</b>
<b>210-43151.2 STREET-STROMWATER BENEFIT</b>				
210-43151.210 HEALTH INS & OTHER BENEFI	10,305.00	4,875.46	5,429.54 47.31%	830.82
210-43151.220 SOCIAL SECURITY	3,390.00	1,655.79	1,734.21 48.84%	257.75
210-43151.226 WORKERS COMP INSURANCE	2,220.00	1,036.18	1,183.82 46.67%	160.42
210-43151.230 RETIREMENT	4,401.00	2,159.37	2,241.63 49.07%	334.35
210-43151.250 UNEMPLOYMENT INSURANCE	40.00	0.00	40.00 0.00%	0.00
<b>Total STREET-STROMWATER BENEFIT</b>	<b>20,356.00</b>	<b>9,726.80</b>	<b>10,629.20 47.78%</b>	<b>1,583.34</b>
210-43151.430 STORM SEWER MAINTENANCE	30,000.00	24,001.91	5,998.09 80.01%	0.00
<b>Total STREET - STORMWATER</b>	<b>94,367.00</b>	<b>55,370.29</b>	<b>38,996.71 58.68%</b>	<b>4,952.24</b>
<b>210-43160 STREET STREET LIGHTS</b>				
210-43160.610 STREET LIGHTS SUPPLIES/MA	12,000.00	6,165.98	5,834.02 51.38%	1,999.82
210-43160.622 STREET LIGHTS - ELECTRICI	122,000.00	52,521.77	69,478.23 43.05%	9,376.34
<b>Total STREET STREET LIGHTS</b>	<b>134,000.00</b>	<b>58,687.75</b>	<b>75,312.25 43.80%</b>	<b>11,376.16</b>
<b>210-43161 STREETS - CONSERVATION</b>				
210-43161.000 STREETSCAPE MAINT./IMP	16,000.00	4,581.19	11,418.81 28.63%	0.00
210-43161.001 VILLAGE GARDEN SPOTS	4,000.00	158.93	3,841.07 3.97%	0.00
210-43161.002 MEMORIAL PARK	3,500.00	1,572.86	1,927.14 44.94%	627.20
<b>Total STREETS - CONSERVATION</b>	<b>23,500.00</b>	<b>6,312.98</b>	<b>17,187.02 26.86%</b>	<b>627.20</b>
<b>Total STREET DEPARTMENT</b>	<b>1,145,126.00</b>	<b>603,637.29</b>	<b>541,488.71 52.71%</b>	<b>99,660.72</b>
<b>210-45110 RECREATION &amp; PARKS ADMIN</b>				
210-45110.110 SALARIES - REGULAR	217,566.00	104,964.17	112,601.83 48.24%	16,941.08
210-45110.140 SALARIES - PART-TIME	7,076.00	1,197.64	5,878.36 16.93%	104.00
210-45110.210 HEALTH INS & OTHER BENEFI	107,123.00	46,609.71	60,513.29 43.51%	7,518.72
210-45110.220 SOCIAL SECURITY	17,185.00	8,230.55	8,954.45 47.89%	1,335.06
210-45110.226 WORKERS COMP INSURANCE	9,538.00	7,969.80	1,568.20 83.56%	1,180.93
210-45110.230 RETIREMENT	24,234.00	11,780.54	12,453.46 48.61%	1,884.88
210-45110.250 UNEMPLOYMENT INS	2,594.00	1,044.33	1,549.67 40.26%	68.45
210-45110.291 HEALTH IMP PROGRAMS	0.00	1,077.99	-1,077.99 100.00%	350.00
210-45110.330 OTHER PROFESSIONAL SVCS	8,220.00	6,917.32	1,302.68 84.15%	1,622.00
210-45110.340 COMPUTER EXPENSES	9,120.00	6,602.34	2,517.66 72.39%	0.00
210-45110.500 TRAINING, CONF, DUES	9,988.00	9,439.50	548.50 94.51%	2.16
210-45110.521 LIABILITY & PROPERTY INS	18,564.00	22,847.17	-4,283.17 123.07%	11,775.57
210-45110.530 COMMUNICATIONS	12,500.00	8,826.86	3,673.14 70.61%	0.00
210-45110.535 TELEPHONE SERVICES	3,600.00	1,355.05	2,244.95 37.64%	271.55

## GENERAL FUND

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
210-45110.550 PRINTING & ADVERTISING	3,639.00	582.51	3,056.49 16.01%	0.00
210-45110.610 SUPPLIES	5,000.00	3,093.83	1,906.17 61.88%	21.98
210-45110.813 SCHOLARSHIPS	4,000.00	0.00	4,000.00 0.00%	0.00
<b>Total RECREATION &amp; PARKS ADMIN</b>	<b>459,947.00</b>	<b>242,539.31</b>	<b>217,407.69 52.73%</b>	<b>43,076.38</b>
<b>210-45220 PARKS &amp; FACILITIES</b>				
210-45220.110 SALARIES - REGULAR	93,636.00	46,677.25	46,958.75 49.85%	7,468.36
210-45220.140 SALARIES - PART-TIME	24,977.00	12,736.67	12,240.33 50.99%	55.38
210-45220.210 HEALTH INS & OTHER BENEFIT	21,775.00	9,595.90	12,179.10 44.07%	1,645.62
210-45220.220 SOCIAL SECURITY	9,074.00	4,626.38	4,447.62 50.99%	587.94
210-45220.230 RETIREMENT	9,364.00	4,667.50	4,696.50 49.85%	746.80
210-45220.291 HEALTH IMP PROGRAMS	0.00	91.36	-91.36 100.00%	0.00
210-45220.330 OTHER PROFESSIONAL SVCS	18,310.00	17,266.46	1,043.54 94.30%	296.76
210-45220.410 WATER & SEWER CHARGES	4,296.00	5,339.92	-1,043.92 124.30%	54.65
210-45220.434 MAINTENANCE-BUILDINGS/GRO	9,996.00	3,150.33	6,845.67 31.52%	0.00
210-45220.441 LAND LEASE	500.00	500.00	0.00 100.00%	0.00
210-45220.442 EQUIPMENT RENTAL	7,300.00	3,130.88	4,169.12 42.89%	2,402.00
210-45220.500 TRAINING, CONF, DUES	1,990.00	95.00	1,895.00 4.77%	95.00
210-45220.610 SUPPLIES	12,250.00	12,535.75	-285.75 102.33%	1,190.26
210-45220.622 ELECTRICAL SERVICE	29,852.00	18,084.69	11,767.31 60.58%	4,093.82
210-45220.623 HEATING/NATURAL GAS	5,574.00	743.95	4,830.05 13.35%	405.12
210-45220.626 GAS, GREASE & OIL	2,923.00	1,473.44	1,449.56 50.41%	556.90
<b>Total PARKS &amp; FACILITIES</b>	<b>251,817.00</b>	<b>140,715.48</b>	<b>111,101.52 55.88%</b>	<b>19,598.61</b>
<b>210-453 SENIOR SUPPORT</b>				
<b>Total SENIOR SUPPORT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.00%</b>	<b>0.00</b>
<b>210-45551 BROWNELL LIBRARY</b>				
<b>210-45551.1 LIBRARY SALARIES</b>				
210-45551.110 SALARIES REGULAR	319,700.00	152,408.58	167,291.42 47.67%	24,297.16
210-45551.140 SALARIES PART TIME	103,632.00	50,494.85	53,137.15 48.73%	8,133.36
<b>Total LIBRARY SALARIES</b>	<b>423,332.00</b>	<b>202,903.43</b>	<b>220,428.57 47.93%</b>	<b>32,430.52</b>
<b>210-45551.2 LIBRARY BENEFITS</b>				
210-45551.210 HEALTH INS & OTHER BENEFIT	107,125.00	49,027.82	58,097.18 45.77%	8,496.42
210-45551.220 SOCIAL SECURITY	32,458.00	15,532.13	16,925.87 47.85%	2,478.54
210-45551.226 WORKERS COMP INSURANCE	1,207.00	614.65	592.35 50.92%	98.26
210-45551.230 RETIREMENT	31,970.00	14,984.72	16,985.28 46.87%	2,426.90
210-45551.250 UNEMPLOYMENT INSURANCE	600.00	148.68	451.32 24.78%	8.17
<b>Total LIBRARY BENEFITS</b>	<b>173,360.00</b>	<b>80,308.00</b>	<b>93,052.00 46.32%</b>	<b>13,508.29</b>
210-45551.340 COMPUTER EXPENSES	4,000.00	352.99	3,647.01 8.82%	0.00
210-45551.410 WATER AND SEWER CHARGE	900.00	259.49	640.51 28.83%	0.00
210-45551.423 CONTRACT SERVICES	34,000.00	13,501.82	20,498.18 39.71%	2,376.35
210-45551.434 MAINT. BUILDINGS/GROUNDS	22,000.00	6,194.65	15,805.35 28.16%	391.99

## GENERAL FUND

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
210-45551.436 ALARM SYSTEM MAINTENANCE	625.00	219.00	406.00 35.04%	0.00
210-45551.500 TRAINING, CONFERENCES, DU	4,000.00	389.58	3,610.42 9.74%	323.10
210-45551.521 LIABILITY & PROPERTY INS.	8,542.00	9,653.44	-1,111.44 113.01%	5,144.20
210-45551.530 TECHNOLOGY ACCESS	7,700.00	3,546.89	4,153.11 46.06%	2,147.42
210-45551.535 TELEPHONE SERVICES	1,200.00	656.74	543.26 54.73%	289.11
210-45551.536 POSTAGE/DELIVERY	3,500.00	749.05	2,750.95 21.40%	120.00
210-45551.572 INTERVIEW COSTS	500.00	0.00	500.00 0.00%	0.00
210-45551.574 VOLUNTEER EXPENSES	800.00	0.00	800.00 0.00%	0.00
210-45551.610 SUPPLIES	13,000.00	4,250.51	8,749.49 32.70%	520.04
210-45551.622 ELECTRICAL SERVICE	15,250.00	6,792.92	8,457.08 44.54%	1,048.89
210-45551.623 HEATING/NATURAL GAS	7,400.00	780.66	6,619.34 10.55%	555.62
210-45551.640 ADULT COLLECTION-PRINT &	38,500.00	17,127.47	21,372.53 44.49%	8,653.30
210-45551.641 JUVEN COLLECTION-PRNT & E	19,250.00	9,785.72	9,464.28 50.83%	1,748.53
210-45551.677 COMPUTER REPLACEMENT	8,000.00	0.00	8,000.00 0.00%	0.00
210-45551.836 ADULT PROGRAMS	1,000.00	344.19	655.81 34.42%	200.00
210-45551.837 CHILDRENS PROGRAMS	4,500.00	1,128.25	3,371.75 25.07%	60.52
210-45551.891 CAPITAL OUTLAY	4,000.00	0.00	4,000.00 0.00%	0.00
<b>Total BROWNELL LIBRARY</b>	<b>795,359.00</b>	<b>358,944.80</b>	<b>436,414.20 45.13%</b>	<b>69,517.88</b>
<b>210-47 DEBT SERVICE</b>				
210-47116.000 CAPITAL IMP PRINCIPAL	135,135.00	135,135.00	0.00 100.00%	0.00
210-47117.000 EJRP PRINCIPAL	105,000.00	105,000.00	0.00 100.00%	0.00
210-47216.000 CAPITAL IMP - INTEREST	73,060.00	37,081.65	35,978.35 50.76%	0.00
210-47217.000 EJRP INTEREST	4,788.00	1,945.45	2,842.55 40.63%	0.00
<b>Total DEBT SERVICE</b>	<b>317,983.00</b>	<b>279,162.10</b>	<b>38,820.90 87.79%</b>	<b>0.00</b>
<b>210-491 CAPITAL/MISC TRANSFERS</b>				
210-49100.030 CAP RESRV FND CONT - BEG	317,751.00	158,875.50	158,875.50 50.00%	79,437.75
210-49100.031 ROLLING STOCK FUND CONTRI	223,624.00	111,812.00	111,812.00 50.00%	55,906.00
210-49100.040 TRANS FOR BUILDING MAINT	50,000.00	25,000.00	25,000.00 50.00%	12,500.00
210-49100.802 EMP TERM BENEFITS TRANSFE	5,000.00	2,500.00	2,500.00 50.00%	1,250.00
210-49101.030 TRANS TO CAPITAL RESERVE	110,700.00	55,350.00	55,350.00 50.00%	27,675.00
<b>Total CAPITAL/MISC TRANSFERS</b>	<b>707,075.00</b>	<b>353,537.50</b>	<b>353,537.50 50.00%</b>	<b>176,768.75</b>
<b>210-493 GRANT AND OTHER UNBUDGETE</b>				
<b>210-4930 TERMINATION BENEFITS FROM</b>				
<b>Total TERMINATION BENEFITS FROM</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.00%</b>	<b>0.00</b>
<b>210-4934 GRANT EXPENDITURES</b>				
210-49340.008 STATE GRANT EXPENDITURES	0.00	200.00	-200.00 100.00%	0.00
<b>210-49345 DONATION EXPENDITURES</b>				
210-49345.000 LIBRARY DONATION EXPENDIT	0.00	2,570.70	-2,570.70 100.00%	365.82
<b>Total DONATION EXPENDITURES</b>	<b>0.00</b>	<b>2,570.70</b>	<b>-2,570.70 100.00%</b>	<b>365.82</b>
<b>210-49346 LIBRARY REPLACEMENT EXPEN</b>				



## GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-49346.001 ADULT COLLECTION-PRINT &	0.00	242.09	-242.09	100.00%	30.92
210-49346.002 JUVEN COLLECTION-PRNT & E	0.00	37.88	-37.88	100.00%	16.45
<b>Total LIBRARY REPLACEMENT EXPEN</b>	<b>0.00</b>	<b>279.97</b>	<b>-279.97</b>	<b>100.00%</b>	<b>47.37</b>
<b>Total GRANT EXPENDITURES</b>	<b>0.00</b>	<b>3,050.67</b>	<b>-3,050.67</b>	<b>100.00%</b>	<b>413.19</b>
<b>Total GRANT AND OTHER UNBUDGETE</b>	<b>0.00</b>	<b>3,050.67</b>	<b>-3,050.67</b>	<b>100.00%</b>	<b>413.19</b>
<b>210-494 PARK ST. SCHOOL</b>					
<b>Total PARK ST. SCHOOL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>4,954,687.00</b>	<b>2,646,652.57</b>	<b>2,308,034.43</b>	<b>53.42%</b>	<b>511,724.48</b>
<b>Total GENERAL FUND</b>	<b>-35,000.00</b>	<b>-67,789.13</b>	<b>102,789.13</b>	<b>193.68%</b>	<b>-162,470.85</b>
220-36101.000 INTEREST EARNINGS	0.00	7.09	-7.09	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>7.09</b>	<b>-7.09</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total MEMORIAL PARK FUND</b>	<b>0.00</b>	<b>7.09</b>	<b>-7.09</b>	<b>-100.00%</b>	<b>0.00</b>
222-36101.000 Interest Earnings	0.00	47.47	-47.47	100.00%	0.00
222-39110.000 GENERAL FUND TRANS IN	0.00	25,000.00	-25,000.00	100.00%	12,500.00
<b>Total Revenues</b>	<b>0.00</b>	<b>25,047.47</b>	<b>-25,047.47</b>	<b>100.00%</b>	<b>12,500.00</b>
222-46802.001 LINCOLN HALL MAINT	0.00	2,719.75	-2,719.75	100.00%	0.00
<b>Total Expenditures</b>	<b>0.00</b>	<b>2,719.75</b>	<b>-2,719.75</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total BUILDING MAINT FUND</b>	<b>0.00</b>	<b>22,327.72</b>	<b>-22,327.72</b>	<b>-100.00%</b>	<b>12,500.00</b>
223-31101.000 PENNY TAX	0.00	55,518.28	-55,518.28	100.00%	0.00
223-36101.000 Interest Earnings	0.00	489.54	-489.54	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>56,007.82</b>	<b>-56,007.82</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total TRUSTEE CAP IMP PROJECTS</b>	<b>0.00</b>	<b>56,007.82</b>	<b>-56,007.82</b>	<b>-100.00%</b>	<b>0.00</b>

## SENIOR CENTER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
225-34700.000 SR CTR MEMBERSHIPS	4,196.00	2,198.00	1,998.00	52.38%	1,073.00
225-34701.000 SR CTR FUND RAISING REV	5,400.00	5,808.00	-408.00	107.56%	161.10
225-34702.000 SR CTR ACTIVITY FEES	12,800.00	1,006.50	11,793.50	7.86%	129.00
225-34702.001 SR. CTR TRIP FEES	0.00	12,518.00	-12,518.00	100.00%	1,570.00
225-34702.002 Mealsite Outings	0.00	640.00	-640.00	100.00%	147.00
225-34702.003 Mealsite Revenue	0.00	527.53	-527.53	100.00%	242.00
225-34703.000 SR CTR AFTER HR FEES	700.00	25.00	675.00	3.57%	0.00
225-36101.000 Interest Earnings	0.00	52.54	-52.54	100.00%	0.00
225-36400.000 SR CTR DONATIONS	1,240.00	1,355.85	-115.85	109.34%	1,029.30
<b>Total Revenues</b>	<b>24,336.00</b>	<b>24,131.42</b>	<b>204.58</b>	<b>99.16%</b>	<b>4,351.40</b>
225-45122.330 OTHER PROF SERVICES	500.00	0.00	500.00	0.00%	0.00
225-45122.430 REPAIRS & MAINTENANCE	3,600.00	1,259.38	2,340.62	34.98%	311.69
225-45122.610 OPERATIONAL SUPP/EXP	3,000.00	1,293.63	1,706.37	43.12%	178.35
225-45122.612 FUND RAISER EXPENSES	2,000.00	1,339.08	660.92	66.95%	565.96
225-45122.614 PROGRAM EXPENSES	2,700.00	912.24	1,787.76	33.79%	215.33
225-45122.810 TRIP EXPENSES	9,700.00	10,977.85	-1,277.85	113.17%	40.00
225-45122.812 MEAL SITE EXPENSES	2,800.00	1,052.41	1,747.59	37.59%	436.20
225-45122.813 Meal Site Outing Exp	0.00	628.00	-628.00	100.00%	0.00
<b>Total Expenditures</b>	<b>24,300.00</b>	<b>17,462.59</b>	<b>6,837.41</b>	<b>71.86%</b>	<b>1,747.53</b>
<b>Total SENIOR CENTER FUND</b>	<b>36.00</b>	<b>6,668.83</b>	<b>-6,704.83</b>	<b>18,524.53%</b>	<b>2,603.87</b>
226-34720.000 POOL DAY ADMINSSION	72,737.00	71,640.01	1,096.99	98.49%	0.00
226-34721.000 POOL MEMBERSHIPS	36,631.00	10,520.39	26,110.61	28.72%	0.00
226-34722.000 SWIM LESSONS	46,803.00	4,271.87	42,531.13	9.13%	0.00
226-34725.000 CONCESSION SALES	25,896.00	19,155.05	6,740.95	73.97%	0.00
226-34750.000 FACILITY & FIELD RENTAL	8,562.00	6,025.00	2,537.00	70.37%	2,000.00
226-34779.115 Youth Prog - RP	123,747.00	159,558.70	-35,811.70	128.94%	27,871.18
226-34779.117 Youth Prog - Aquatics	0.00	50,830.00	-50,830.00	100.00%	50,830.00
226-34779.120 Youth Prog - AS	29,930.00	15,441.98	14,488.02	51.59%	166.50
226-34780.000 ADULT PROGRAMS	45,483.00	30,020.39	15,462.61	66.00%	772.00
226-34781.120 Childcare - AS	591,662.00	268,828.06	322,833.94	45.44%	48,456.48
226-34781.121 Childcare - PS	360,358.00	183,661.40	176,696.60	50.97%	14,558.53
226-34781.122 Childcare - DC	309,071.00	43,383.66	265,687.34	14.04%	0.00
226-34782.000 SHARED STAFFING CONTRACT	51,181.00	0.00	51,181.00	0.00%	0.00
226-39505.000 SPONSORSHIP	9,700.00	1,700.00	8,000.00	17.53%	0.00
<b>Total Revenues</b>	<b>1,711,761.00</b>	<b>865,036.51</b>	<b>846,724.49</b>	<b>50.53%</b>	<b>144,654.69</b>
226-43200.805 Interest Expense	0.00	845.59	-845.59	100.00%	0.00
<b>226-45110 ADMINISTRATION</b>					
226-45110.110 SALARIES - REGULAR	44,887.00	14,778.12	30,108.88	32.92%	3,543.76
226-45110.140 SALARIES - PART-TIME	6,870.00	2,485.00	4,385.00	36.17%	0.00
226-45110.210 HEALTH INS & OTHER BENEFIT	11,300.00	4,350.47	6,949.53	38.50%	727.56
226-45110.220 SOCIAL SECURITY	3,959.00	1,320.71	2,638.29	33.36%	271.12

## EJRP PPROGRAMS FUND

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
226-45110.226 WORKERS COMPENSATION INS	33,837.00	20,875.71	12,961.29 61.69%	2,301.96
226-45110.230 RETIREMENT	4,357.00	0.00	4,357.00 0.00%	0.00
226-45110.330 OTHER PRFESSIONAL SVCS	4,600.00	1,680.00	2,920.00 36.52%	0.00
226-45110.442 Equipment Rentals	2,000.00	2,069.98	-69.98 103.50%	783.95
226-45110.500 TRAINING, CONF, DUES	12,240.00	6,703.49	5,536.51 54.77%	0.00
226-45110.530 COMMUNICATIONS	5,280.00	3,945.52	1,334.48 74.73%	442.84
226-45110.535 TELEPHONE SVCS	4,500.00	0.00	4,500.00 0.00%	0.00
226-45110.536 POSTAGE	8,632.00	3,808.68	4,823.32 44.12%	0.00
226-45110.550 PRINTING & ADVERTISING	15,000.00	5,460.00	9,540.00 36.40%	0.00
226-45110.561 CC Processing Fee	0.00	5,342.64	-5,342.64 100.00%	2,453.03
<b>Total ADMINISTRATION</b>	<b>157,462.00</b>	<b>72,820.32</b>	<b>84,641.68 46.25%</b>	<b>10,524.22</b>
<b>226-45115 RECREATION PROGRAMS</b>				
226-45115.140 SALARIES - PART -TIME	25,764.00	10,195.05	15,568.95 39.57%	1,576.00
226-45115.220 SOCIAL SECURITY	1,971.00	779.97	1,191.03 39.57%	120.59
226-45115.330 OTHER PROFESSIONAL SVCS	87,658.00	144,789.34	-57,131.34 165.18%	19,490.65
226-45115.410 WATER & SEWER CHARGES	800.00	0.00	800.00 0.00%	0.00
226-45115.434 MAINTENANCE-BLDGS/GROUNDS	250.00	0.00	250.00 0.00%	0.00
226-45115.440 RENTAL	600.00	302.50	297.50 50.42%	0.00
226-45115.442 EQUIPMENT RENTALS	1,260.00	0.00	1,260.00 0.00%	0.00
226-45115.500 TRAINING, CONF, DUES	600.00	0.00	600.00 0.00%	0.00
226-45115.536 POSTAGE	79.00	0.00	79.00 0.00%	0.00
226-45115.550 PRINTING & ADVERTISING	350.00	0.00	350.00 0.00%	0.00
226-45115.610 SUPPLIES	23,600.00	19,408.60	4,191.40 82.24%	4,542.42
226-45115.800 STUDENT SPECIAL PROGRAMS	3,732.00	0.00	3,732.00 0.00%	0.00
<b>Total RECREATION PROGRAMS</b>	<b>146,664.00</b>	<b>175,475.46</b>	<b>-28,811.46 119.64%</b>	<b>25,729.66</b>
<b>226-45120 AFTER SCHOOL CARE</b>				
226-45120.110 SALARIES - REGULAR	228,381.00	100,442.28	127,938.72 43.98%	17,885.90
226-45120.140 SALARIES - PART-TIME	153,094.00	78,433.09	74,660.91 51.23%	18,306.82
226-45120.210 HEALTH INS & OTHER BENEFI	76,143.00	27,368.33	48,774.67 35.94%	4,058.31
226-45120.220 SOCIAL SECURITY	29,183.00	13,945.29	15,237.71 47.79%	2,781.09
226-45120.230 RETIREMENT	24,785.00	13,321.38	11,463.62 53.75%	2,241.60
226-45120.291 HEALTH IMP PROGRAMS	0.00	696.65	-696.65 100.00%	0.00
226-45120.330 OTHER PROFESSIONAL SVCS	17,488.00	9,778.14	7,709.86 55.91%	3,176.45
226-45120.421 TRUCK LEASE	24,005.00	23,845.32	159.68 99.33%	0.00
226-45120.500 TRAINING, CONF, DUES	16,600.00	4,829.77	11,770.23 29.10%	0.00
226-45120.580 TRAVEL	28,845.00	7,180.80	21,664.20 24.89%	1,385.09
226-45120.610 SUPPLIES	27,930.00	14,955.15	12,974.85 53.55%	3,363.00
226-45120.626 GAS, GREASE & OIL	1,750.00	596.51	1,153.49 34.09%	0.00
<b>Total AFTER SCHOOL CARE</b>	<b>628,204.00</b>	<b>295,392.71</b>	<b>332,811.29 47.02%</b>	<b>53,198.26</b>
<b>226-45121 PRESCHOOL</b>				
226-45121.110 SALARIES - REGULAR	174,471.00	84,119.47	90,351.53 48.21%	13,384.34
226-45121.140 SALARIES - PART-TIME	31,385.00	16,050.70	15,334.30 51.14%	2,594.00
226-45121.210 HEALTH INS & OTHER BENEFI	79,671.00	41,068.78	38,602.22 51.55%	6,664.40
226-45121.220 SOCIAL SECURITY	15,748.00	7,731.20	8,016.80 49.09%	1,223.35

## EJRP PPROGRAMS FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
226-45121.230 RETIREMENT	17,447.00	8,365.00	9,082.00	47.95%	1,338.40
226-45121.291 HEALTH IMP PROGRAMS	0.00	732.96	-732.96	100.00%	0.00
226-45121.330 OTHER PROFESSIONAL SVCS	3,072.00	2,155.50	916.50	70.17%	210.00
226-45121.434 MAINTENANCE-BUILDINGS/GRO	3,333.00	3,500.00	-167.00	105.01%	0.00
226-45121.500 TRAINING, CONF, DUES	12,560.00	3,896.51	8,663.49	31.02%	0.00
226-45121.530 COMMUNICATIONS	2,448.00	1,246.76	1,201.24	50.93%	209.43
226-45121.580 TRAVEL	1,728.00	478.97	1,249.03	27.72%	0.00
226-45121.610 SUPPLIES	4,500.00	1,861.55	2,638.45	41.37%	193.45
<b>Total PRESCHOOL</b>	<b>346,363.00</b>	<b>171,207.40</b>	<b>175,155.60</b>	<b>49.43%</b>	<b>25,817.37</b>
<b>226-45122 SUMMER DAY CAMPS</b>					
226-45122.110 SALARIES - REGULAR	43,104.00	13,433.11	29,670.89	31.16%	818.00
226-45122.140 SALARIES - PART-TIME	166,966.00	139,700.83	27,265.17	83.67%	0.00
226-45122.220 SOCIAL SECURITY	16,070.00	11,714.94	4,355.06	72.90%	62.60
226-45122.330 OTHER PROFESSIONAL SVCS	5,781.00	2,930.00	2,851.00	50.68%	0.00
226-45122.580 TRAVEL	28,153.00	28,125.76	27.24	99.90%	600.00
226-45122.610 Supplies	13,699.00	8,130.80	5,568.20	59.35%	0.00
226-45122.626 GAS, GREASE AND OIL	150.00	0.00	150.00	0.00%	0.00
<b>Total SUMMER DAY CAMPS</b>	<b>273,923.00</b>	<b>204,035.44</b>	<b>69,887.56</b>	<b>74.49%</b>	<b>1,480.60</b>
<b>226-45124 POOL</b>					
226-45124.140 SALARIES - PART-TIME	90,109.00	65,909.90	24,199.10	73.14%	0.00
226-45124.220 SOCIAL SECURITY	6,893.00	5,042.05	1,850.95	73.15%	0.00
226-45124.330 OTHER PROFESSIONAL SVCS	7,290.00	3,380.10	3,909.90	46.37%	0.00
226-45124.410 WATER & SEWER CHARGES	1,988.00	0.00	1,988.00	0.00%	0.00
226-45124.434 MAINTENANCE-BLDGS/GROUNDS	19,683.00	10,689.29	8,993.71	54.31%	26.06
226-45124.610 SUPPLIES	5,795.00	2,717.41	3,077.59	46.89%	60.97
<b>Total POOL</b>	<b>131,758.00</b>	<b>87,738.75</b>	<b>44,019.25</b>	<b>66.59%</b>	<b>87.03</b>
<b>226-45125 CONCESSIONS</b>					
226-45125.140 SALARIES - PART-TIME	7,882.00	6,835.54	1,046.46	86.72%	0.00
226-45125.220 SOCIAL SECURITY	603.00	522.91	80.09	86.72%	0.00
226-45125.500 TRAINING, CONF, DUES	140.00	0.00	140.00	0.00%	0.00
226-45125.610 SUPPLIES	15,824.00	6,881.58	8,942.42	43.49%	0.00
<b>Total CONCESSIONS</b>	<b>24,449.00</b>	<b>14,240.03</b>	<b>10,208.97</b>	<b>58.24%</b>	<b>0.00</b>
<b>226-45126 AQUATICS</b>					
226-45126.140 SALARIES - PART-TIME	0.00	75.00	-75.00	100.00%	75.00
226-45126.220 SOCIAL SECURITY	0.00	5.74	-5.74	100.00%	5.74
<b>Total AQUATICS</b>	<b>0.00</b>	<b>80.74</b>	<b>-80.74</b>	<b>100.00%</b>	<b>80.74</b>
<b>226-45220 PARKS &amp; FACILITIES</b>					
226-45220.550 TRAINING, CONF, DUES	1,750.00	1,635.23	114.77	93.44%	0.00
226-45220.610 PARKS & FACILITIES SUPPLI	1,175.00	5,595.59	-4,420.59	476.22%	0.00
<b>Total PARKS &amp; FACILITIES</b>	<b>2,925.00</b>	<b>7,230.82</b>	<b>-4,305.82</b>	<b>247.21%</b>	<b>0.00</b>

## EJRP PPROGRAMS FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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<b>Total Expenditures</b>	<b>1,711,748.00</b>	<b>1,029,067.26</b>	<b>682,680.74</b>	<b>60.12%</b>	<b>116,917.88</b>
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<b>Total EJRP PPROGRAMS FUND</b>	<b>13.00</b>	<b>-164,030.75</b>	<b>164,017.75</b>		<b>27,736.81</b>
=====					
<b>230-331 GRANT REVENUE</b>					
230-33126.000 MAIN PED BRIDGE - BC828	0.00	32,708.23	-32,708.23	100.00%	0.00
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<b>Total GRANT REVENUE</b>	<b>0.00</b>	<b>32,708.23</b>	<b>-32,708.23</b>	<b>100.00%</b>	<b>0.00</b>
-----					
<b>230-341 CONTRIBUTIONS</b>					
230-34100.100 DONATION FOR LANDSCAPING	0.00	1,401.79	-1,401.79	100.00%	0.00
230-34105.000 CVE CONTRIB FOR ECONOMIC	15,000.00	0.00	15,000.00	0.00%	0.00
-----					
<b>Total CONTRIBUTIONS</b>	<b>15,000.00</b>	<b>1,401.79</b>	<b>13,598.21</b>	<b>9.35%</b>	<b>0.00</b>
-----					
<b>230-361 INTEREST EARNINGS</b>					
230-36101.000 INTEREST EARNINGS	0.00	665.32	-665.32	100.00%	0.00
-----					
<b>Total INTEREST EARNINGS</b>	<b>0.00</b>	<b>665.32</b>	<b>-665.32</b>	<b>100.00%</b>	<b>0.00</b>
-----					
<b>230-391 GENERAL FUND TRANSFER IN</b>					
230-39110.000 CONTRIB FROM GENERAL FUND	317,751.00	158,875.50	158,875.50	50.00%	79,437.75
-----					
<b>Total GENERAL FUND TRANSFER IN</b>	<b>317,751.00</b>	<b>158,875.50</b>	<b>158,875.50</b>	<b>50.00%</b>	<b>79,437.75</b>
-----					
<b>Total Revenues</b>	<b>332,751.00</b>	<b>193,650.84</b>	<b>139,100.16</b>	<b>58.20%</b>	<b>79,437.75</b>
-----					
230-46801.007 PEARL ST. LINKING SIDEWAL	0.00	67,893.25	-67,893.25	100.00%	18,647.18
230-46801.008 CRESCENT CONNECTOR	0.00	50,011.82	-50,011.82	100.00%	4,191.75
230-46801.009 RAILROAD AVE. RDWY/WTR LI	95,430.00	54.48	95,375.52	0.06%	0.00
230-46801.016 MAIN PED BRIDGE BC1828	0.00	105,387.80	-105,387.80	100.00%	0.00
230-46801.018 SO. STREET DRAINAGE IMP	0.00	5,938.68	-5,938.68	100.00%	0.00
230-46801.019 FACILITIES ASSESSEMENT	10,000.00	0.00	10,000.00	0.00%	0.00
230-46801.710 BRICK/MANSF STRM CA0462	0.00	9,834.41	-9,834.41	100.00%	0.00
230-46801.715 Fairview Main St ERP	0.00	5,571.93	-5,571.93	100.00%	0.00
230-46801.720 BETTR BK RDS BR0278	0.00	17,585.00	-17,585.00	100.00%	0.00
230-46801.725 CA0530 Phosphorus Control	0.00	143.10	-143.10	100.00%	0.00
-----					
<b>Total Expenditures</b>	<b>105,430.00</b>	<b>262,420.47</b>	<b>-156,990.47</b>	<b>248.90%</b>	<b>22,838.93</b>
-----					
<b>Total GEN FUND CAP RESERVE</b>	<b>227,321.00</b>	<b>-68,769.63</b>	<b>-158,551.37</b>	<b>-30.25%</b>	<b>56,598.82</b>
=====					
231-36101.000 INTEREST EARNINGS	0.00	223.76	-223.76	100.00%	0.00
231-39000.004 VAC TRUCK RENTAL	0.00	3,768.00	-3,768.00	100.00%	0.00
231-39110.000 CONTRIB FROM GENERAL FUND	223,624.00	111,812.00	111,812.00	50.00%	55,906.00
231-39200.000 SALE OF ASSET	0.00	40,000.00	-40,000.00	100.00%	0.00
-----					
<b>Total Revenues</b>	<b>223,624.00</b>	<b>155,803.76</b>	<b>67,820.24</b>	<b>69.67%</b>	<b>55,906.00</b>

## ROLLING STOCK FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
231-43131.165 WHEEL LOADER	0.00	60,019.99	-60,019.99	100.00%	60,019.99
231-43131.166 4WD PICKUP TRK #1	0.00	26,424.22	-26,424.22	100.00%	26,424.22
231-43131.167 4WD PICKUP TRK # 15	0.00	1,024.92	-1,024.92	100.00%	1,024.92
231-47117.000 FIRE TRUCK LOAN PRINCIPAL	50,000.00	0.00	50,000.00	0.00%	0.00
231-47217.000 INTEREST EXPENSE	2,250.00	0.00	2,250.00	0.00%	0.00
<b>Total Expenditures</b>	<b>52,250.00</b>	<b>87,469.13</b>	<b>-35,219.13</b>	<b>167.41%</b>	<b>87,469.13</b>
<b>Total ROLLING STOCK FUND</b>	<b>171,374.00</b>	<b>68,334.63</b>	<b>-239,708.63</b>	<b>39.87%</b>	<b>-31,563.13</b>
232-36101.000 INTEREST EARNINGS	0.00	159.66	-159.66	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>159.66</b>	<b>-159.66</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total LAND ACQUISITION FUND</b>	<b>0.00</b>	<b>159.66</b>	<b>-159.66</b>	<b>-100.00%</b>	<b>0.00</b>
233-36101.000 Interest Earnings	0.00	-48.15	48.15	100.00%	0.00
233-39110.000 CONTRIBUTION FROM GEN FUN	0.00	55,350.00	-55,350.00	100.00%	27,675.00
<b>Total Revenues</b>	<b>0.00</b>	<b>55,301.85</b>	<b>-55,301.85</b>	<b>100.00%</b>	<b>27,675.00</b>
233-46801.002 NEW SIGN LEASE	0.00	7,427.64	-7,427.64	100.00%	0.00
233-46801.003 LANDSCAPING	5,500.00	4,713.00	787.00	85.69%	0.00
233-46801.004 MAINT GARAGE/CAMP ADDITIO	0.00	5,315.88	-5,315.88	100.00%	0.00
233-46801.005 RESURFACING	7,040.00	2,840.00	4,200.00	40.34%	0.00
233-46801.006 LIGHTING & TECHNOLOGY	7,500.00	0.00	7,500.00	0.00%	0.00
233-46801.007 FENCING	4,000.00	210.10	3,789.90	5.25%	0.00
233-46801.008 FIELD MAINTENANCE	5,500.00	400.00	5,100.00	7.27%	0.00
233-46801.009 PARK AMENITIES	11,160.00	2,500.00	8,660.00	22.40%	0.00
233-46801.010 BUILDING & FACILITIES	70,000.00	0.00	70,000.00	0.00%	0.00
233-46801.805 Interest Expense	0.00	77.74	-77.74	100.00%	0.00
<b>Total Expenditures</b>	<b>110,700.00</b>	<b>23,484.36</b>	<b>87,215.64</b>	<b>21.21%</b>	<b>0.00</b>
<b>Total EJRP CAP RESERVE</b>	<b>-110,700.00</b>	<b>31,817.49</b>	<b>78,882.51</b>	<b>-28.74%</b>	<b>27,675.00</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>253-468 CAPITAL PROJECTS</b>					
<b>Total CAPITAL PROJECTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total BOND FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>

## BOND FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
=====					
<b>254-3 REVENUE</b>					
<b>254-34 OPERATING REVENUE</b>					
254-34402.000 INTEREST EARNINGS	0.00	90.61	-90.61	100.00%	0.00
<b>254-348 USER CHARGES</b>					
254-34801.000 SALE OF WATER-RESIDENTIAL	992,409.00	523,041.07	469,367.93	52.70%	123.52
254-34811.000 WATER BILLING PENALTIES	4,000.00	2,524.50	1,475.50	63.11%	1,773.22
254-34812.000 WATER SALES - LARGE USERS	97,201.00	41,672.27	55,528.73	42.87%	8,937.47
254-34821.000 HOOK ON FEES	15,000.00	2,850.00	12,150.00	19.00%	0.00
<b>Total USER CHARGES</b>	<b>1,108,610.00</b>	<b>570,087.84</b>	<b>538,522.16</b>	<b>51.42%</b>	<b>10,834.21</b>
<b>254-349 GF PASS THROUGH REVENUES</b>					
254-34900.000 SALE OF WATER-GF	2,686,765.00	1,156,672.76	1,530,092.24	43.05%	248,072.20
254-34902.000 SALE OF WATER - GF VT TA	70,985.00	26,713.00	44,272.00	37.63%	5,729.15
<b>Total GF PASS THROUGH REVENUES</b>	<b>2,757,750.00</b>	<b>1,183,385.76</b>	<b>1,574,364.24</b>	<b>42.91%</b>	<b>253,801.35</b>
<b>Total OPERATING REVENUE</b>	<b>3,866,360.00</b>	<b>1,753,564.21</b>	<b>2,112,795.79</b>	<b>45.35%</b>	<b>264,635.56</b>
<b>254-390 NON OPERATING REVENUE</b>					
254-39000.001 CURRENT YR CONTRIBUTION I	0.00	105,000.00	-105,000.00	100.00%	52,500.00
254-39000.004 VAC TRUCK RENTAL	0.00	628.00	-628.00	100.00%	0.00
<b>Total NON OPERATING REVENUE</b>	<b>0.00</b>	<b>105,628.00</b>	<b>-105,628.00</b>	<b>100.00%</b>	<b>52,500.00</b>
<b>Total REVENUE</b>	<b>3,866,360.00</b>	<b>1,859,192.21</b>	<b>2,007,167.79</b>	<b>48.09%</b>	<b>317,135.56</b>
<b>Total Revenues</b>	<b>3,866,360.00</b>	<b>1,859,192.21</b>	<b>2,007,167.79</b>	<b>48.09%</b>	<b>317,135.56</b>
<b>254-43 EXPENSES</b>					
<b>254-432 OPERATING EXPENSES</b>					
<b>254-4320 GENERAL EXPENSES</b>					
<b>254-43200.1 WATER FUND SALARIES</b>					
254-43200.110 SALARIES REGULAR	109,133.00	53,909.92	55,223.08	49.40%	8,503.87
254-43200.130 SALARIES OVERTIME	14,000.00	3,140.52	10,859.48	22.43%	815.03
254-43200.140 SALARIES PART TIME	5,427.00	2,269.91	3,157.09	41.83%	228.88
<b>Total WATER FUND SALARIES</b>	<b>128,560.00</b>	<b>59,320.35</b>	<b>69,239.65</b>	<b>46.14%</b>	<b>9,547.78</b>
<b>254-43200.2 WATER FUND BENEFITS</b>					
254-43200.210 HEALTH INS & OTHER BENEFIT	45,212.00	24,518.31	20,693.69	54.23%	4,883.35
254-43200.220 SOCIAL SECURITY	9,965.00	4,591.11	5,373.89	46.07%	730.94
254-43200.226 WORKERS COMP INSURANCE	6,716.00	3,282.19	3,433.81	48.87%	508.30
254-43200.230 RETIREMENT	10,913.00	5,424.14	5,488.86	49.70%	870.92
254-43200.250 UNEMPLOYMENT INSURANCE	200.00	6.82	193.18	3.41%	0.70
<b>Total WATER FUND BENEFITS</b>	<b>73,006.00</b>	<b>37,822.57</b>	<b>35,183.43</b>	<b>51.81%</b>	<b>6,994.21</b>

## WATER FUND

Account	Budget		Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
254-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	0.00	1,000.00	0.00%	0.00
254-43200.335 AUDIT	3,680.00	3,496.00	184.00	95.00%	0.00
254-43200.340 COMPUTER EXPENSES	1,000.00	1,226.73	-226.73	122.67%	240.27
254-43200.410 WATER AND SEWER CHARGE	200.00	50.06	149.94	25.03%	0.00
254-43200.411 CWD WATER PURCHASE	515,807.00	214,490.44	301,316.56	41.58%	42,242.47
254-43200.412 STATE WATER TAX	13,628.00	4,953.61	8,674.39	36.35%	975.58
254-43200.430 WATER LINES MAINT-BREAKS	16,000.00	837.50	15,162.50	5.23%	0.00
254-43200.432 VEHICLE MAINTENANCE	0.00	1,258.39	-1,258.39	100.00%	14.27
254-43200.441 RIGHT OF WAY AGREEMENTS	142.00	91.66	50.34	64.55%	0.00
254-43200.491 CONTRACTUAL SERVICES	104,158.00	52,079.00	52,079.00	50.00%	26,039.50
254-43200.500 TRAINING, CONFERENCES, DU	2,500.00	690.00	1,810.00	27.60%	0.00
254-43200.521 LIABILITY & PROPERTY INS.	2,271.00	2,632.39	-361.39	115.91%	1,403.33
254-43200.535 TELEPHONE SERVICES	1,500.00	1,026.37	473.63	68.42%	139.89
254-43200.536 POSTAGE	2,000.00	1,439.75	560.25	71.99%	283.49
254-43200.550 PRINTING AND ADVERTISING	2,608.00	306.50	2,301.50	11.75%	0.00
254-43200.570 MAINTENANCE OTHER	2,500.00	0.00	2,500.00	0.00%	0.00
254-43200.610 SUPPLIES	6,000.00	3,563.91	2,436.09	59.40%	987.29
254-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	844.86	655.14	56.32%	99.90
254-43200.613 METERS AND PARTS	500.00	0.00	500.00	0.00%	0.00
254-43200.614 DISTRIBUTION MATERIALS	7,000.00	411.76	6,588.24	5.88%	136.44
254-43200.622 ELECTRICAL SERVICE	750.00	262.97	487.03	35.06%	59.92
254-43200.623 HEATING/NATURAL GAS	3,000.00	336.06	2,663.94	11.20%	243.71
254-43200.626 GAS,GREASE AND OIL	3,000.00	716.12	2,283.88	23.87%	103.37
254-43200.742 TRANS TO CAPITAL RESERVE	210,000.00	105,000.00	105,000.00	50.00%	52,500.00
254-43200.805 INTEREST EXPENSE	300.00	72.64	227.36	24.21%	0.00
254-43200.891 CAPITAL OUTLAY	6,000.00	0.00	6,000.00	0.00%	0.00
<b>Total GENERAL EXPENSES</b>	<b>1,108,610.00</b>	<b>492,929.64</b>	<b>615,680.36</b>	<b>44.46%</b>	<b>142,011.42</b>
<b>254-4321 GF WATER EXPENSES</b>					
254-43210.411 CWD WATER PURC - GF	2,686,765.00	1,156,672.73	1,530,092.27	43.05%	248,072.19
254-43210.412 STATE WATER TAX - GF	70,985.00	26,713.00	44,272.00	37.63%	5,729.15
<b>Total GF WATER EXPENSES</b>	<b>2,757,750.00</b>	<b>1,183,385.73</b>	<b>1,574,364.27</b>	<b>42.91%</b>	<b>253,801.34</b>
<b>Total OPERATING EXPENSES</b>	<b>3,866,360.00</b>	<b>1,676,315.37</b>	<b>2,190,044.63</b>	<b>43.36%</b>	<b>395,812.76</b>
<b>254-433 CAPITAL PROJECT EXPENSES</b>					
254-43330.001 RAILROAD AVE. REDY/WTR LN	107,685.00	59.52	107,625.48	0.06%	0.00
254-43330.002 METER REPLACEMENT PROGRAM	28,721.00	4,264.04	24,456.96	14.85%	0.00
254-43330.005 SERIES 3 BOND INTEREST	16,146.00	8,195.09	7,950.91	50.76%	0.00
<b>254-43332 BONDED PROJECTS</b>					
<b>Total BONDED PROJECTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total CAPITAL PROJECT EXPENSES</b>	<b>152,552.00</b>	<b>12,518.65</b>	<b>140,033.35</b>	<b>8.21%</b>	<b>0.00</b>
<b>Total EXPENSES</b>	<b>4,018,912.00</b>	<b>1,688,834.02</b>	<b>2,330,077.98</b>	<b>42.02%</b>	<b>395,812.76</b>
<b>Total Expenditures</b>	<b>4,018,912.00</b>	<b>1,688,834.02</b>	<b>2,330,077.98</b>	<b>42.02%</b>	<b>395,812.76</b>



## WATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
-----					
<b>Total WATER FUND</b>	<b>-152,552.00</b>	<b>170,358.19</b>	<b>-17,806.19</b>	<b>-111.67%</b>	<b>-78,677.20</b>
=====					
<b>255-3 REVENUE</b>					
<b>255-34 OPERATING REVENUE</b>					
255-34402.000 INTEREST EARNINGS	0.00	2,313.26	-2,313.26	100.00%	0.00
255-34403.000 MISC - UNCLASSIFIED RECEI	0.00	106.00	-106.00	100.00%	0.00
<b>255-348 VILLAGE USER CHARGES</b>					
255-34801.000 VILLAGE USER CHARGE	694,916.00	354,646.80	340,269.20	51.03%	0.00
255-34811.000 VILLAGE USER PENALTIES	3,000.00	1,631.39	1,368.61	54.38%	1,100.35
255-34812.000 VILL. SEPTAGE DISCHARGE I	18,000.00	14,538.38	3,461.62	80.77%	2,028.25
255-34813.000 VILLAGE LEACHATE REVENUES	0.00	494.01	-494.01	100.00%	108.00
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<b>Total VILLAGE USER CHARGES</b>	<b>715,916.00</b>	<b>371,310.58</b>	<b>344,605.42</b>	<b>51.87%</b>	<b>3,236.60</b>
-----					
<b>255-349 TRI-TOWN REVENUES</b>					
255-34900.000 WASTEWATER CHARGE - ESSEX	477,278.00	238,639.02	238,638.98	50.00%	39,773.17
255-34901.000 WASTEWATER CHARGE - WILLI	715,917.00	357,958.50	357,958.50	50.00%	59,659.75
255-34903.001 SHARED SEPTAGE REVENUES	9,000.00	0.00	9,000.00	0.00%	0.00
255-34903.005 PUMP STATION MAINT. FEES	31,725.00	15,862.50	15,862.50	50.00%	7,931.25
-----					
<b>Total TRI-TOWN REVENUES</b>	<b>1,233,920.00</b>	<b>612,460.02</b>	<b>621,459.98</b>	<b>49.64%</b>	<b>107,364.17</b>
-----					
<b>Total OPERATING REVENUE</b>	<b>1,949,836.00</b>	<b>986,189.86</b>	<b>963,646.14</b>	<b>50.58%</b>	<b>110,600.77</b>
-----					
<b>255-39 NON OPERATING INCOME</b>					
255-39000.001 CURRENT YR CONTRIBUTION I	0.00	170,000.00	-170,000.00	100.00%	85,000.00
255-39000.004 VAC TRUCK RENTAL	0.00	628.00	-628.00	100.00%	0.00
255-39700.002 ESSEX - DEBT PAYMENT	0.00	291,005.55	-291,005.55	100.00%	0.00
255-39700.003 WILLISTON - DEBT PAYMENT	0.00	280,440.99	-280,440.99	100.00%	0.00
255-39700.004 ESSEX JCT - DEBT PAYMENT	0.00	301,657.42	-301,657.42	100.00%	0.00
-----					
<b>Total NON OPERATING INCOME</b>	<b>0.00</b>	<b>1,043,731.96</b>	<b>-1,043,731.96</b>	<b>100.00%</b>	<b>85,000.00</b>
-----					
<b>Total REVENUE</b>	<b>1,949,836.00</b>	<b>2,029,921.82</b>	<b>-80,085.82</b>	<b>104.11%</b>	<b>195,600.77</b>
-----					
<b>Total Revenues</b>	<b>1,949,836.00</b>	<b>2,029,921.82</b>	<b>-80,085.82</b>	<b>104.11%</b>	<b>195,600.77</b>
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<b>255-43 EXPENSES</b>					
<b>255-4320 GENERAL EXPENSES</b>					
<b>255-43200.1 WWTF SALARIES</b>					
255-43200.110 SALARIES REGULAR	343,375.00	149,073.38	194,301.62	43.41%	23,848.18
255-43200.130 SALARIES OVERTIME	45,000.00	21,902.93	23,097.07	48.67%	4,559.33
255-43200.140 SALARIES PART TIME	16,000.00	2,981.18	13,018.82	18.63%	444.30
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<b>Total WWTF SALARIES</b>	<b>404,375.00</b>	<b>173,957.49</b>	<b>230,417.51</b>	<b>43.02%</b>	<b>28,851.81</b>
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<b>255-43200.2 WWTF BENEFITS</b>					
255-43200.210 HEALTH INS & OTHER BENEFI	137,000.00	55,747.95	81,252.05	40.69%	8,500.40

## WASTEWATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-43200.220 SOCIAL SECURITY	31,095.00	13,010.59	18,084.41	41.84%	2,221.95
255-43200.226 WORKERS COMP INSURANCE	20,534.00	7,382.47	13,151.53	35.95%	1,255.65
255-43200.230 RETIREMENT	34,338.00	14,685.64	19,652.36	42.77%	2,380.34
255-43200.250 UNEMPLOYMENT INSURANCE	420.00	5.24	414.76	1.25%	1.34
<b>Total WWTF BENEFITS</b>	<b>223,387.00</b>	<b>90,831.89</b>	<b>132,555.11</b>	<b>40.66%</b>	<b>14,359.68</b>
255-43200.320 LEGAL SERVICES	2,000.00	0.00	2,000.00	0.00%	0.00
255-43200.330 OTHER PROFESSIONAL SERVICE	4,000.00	1,685.17	2,314.83	42.13%	0.00
255-43200.335 AUDIT	4,320.00	4,104.00	216.00	95.00%	0.00
255-43200.410 WATER AND SEWER CHARGE	3,000.00	1,823.74	1,176.26	60.79%	0.00
255-43200.432 VEHICLE MAINTENANCE	3,000.00	3,041.58	-41.58	101.39%	14.26
255-43200.491 CONTRACTUAL SERVICES	52,079.00	26,039.50	26,039.50	50.00%	13,019.75
255-43200.500 TRAINING, CONFERENCES, DU	6,500.00	1,471.99	5,028.01	22.65%	118.78
255-43200.521 LIABILITY & PROPERTY INS.	32,275.00	29,928.61	2,346.39	92.73%	15,892.72
255-43200.535 TELEPHONE SERVICES	6,000.00	2,203.86	3,796.14	36.73%	326.41
255-43200.565 GRIT DISPOSAL	18,000.00	10,467.04	7,532.96	58.15%	5,255.60
255-43200.567 SLUDGE PROCESSING	140,000.00	80,640.00	59,360.00	57.60%	0.00
255-43200.568 SLUDGE MANAGEMENT	150,000.00	33,655.48	116,344.52	22.44%	13,144.74
255-43200.569 WWTF ANNUAL PERMIT FEE	9,900.00	0.00	9,900.00	0.00%	0.00
255-43200.570 MAINTENANCE OTHER	100,000.00	30,951.32	69,048.68	30.95%	3,001.76
255-43200.577 CONTRACT LABORATORY SERVI	11,000.00	4,201.59	6,798.41	38.20%	63.00
255-43200.610 SUPPLIES	10,000.00	5,003.99	4,996.01	50.04%	264.19
255-43200.612 UNIFORMS,BOOTS,ETC	6,000.00	1,879.65	4,120.35	31.33%	541.00
255-43200.618 SUPPLIES - LABORATORY	18,000.00	6,375.23	11,624.77	35.42%	2,440.12
255-43200.619 CHEMICALS	230,000.00	149,779.42	80,220.58	65.12%	20,055.61
255-43200.622 ELECTRICAL SERVICE	150,000.00	73,195.24	76,804.76	48.80%	17,325.84
255-43200.623 HEATING/NATURAL GAS	20,000.00	4,675.23	15,324.77	23.38%	2,191.64
255-43200.626 GAS,GREASE AND OIL	6,000.00	1,243.44	4,756.56	20.72%	290.74
255-43200.742 TRANS TO CAPITAL RESERVE	340,000.00	170,000.00	170,000.00	50.00%	85,000.00
<b>Total GENERAL EXPENSES</b>	<b>1,949,836.00</b>	<b>907,155.46</b>	<b>1,042,680.54</b>	<b>46.52%</b>	<b>222,157.65</b>
<b>255-433 CAPITAL PROJECTS/EXPENSES</b>					
255-43330.000 ARRA Loan-AR1-004 Admin F	0.00	557.55	-557.55	100.00%	0.00
255-43330.001 RZEDB Interest	0.00	22,686.35	-22,686.35	100.00%	0.00
255-43330.002 DIGESTER CLEANING	0.00	2,728.50	-2,728.50	100.00%	1,088.05
255-43330.007 CWSRF RF1-148 ADMIN FEE	0.00	237,009.20	-237,009.20	100.00%	0.00
255-43330.011 HEADWORKS SCREEN	0.00	27,799.89	-27,799.89	100.00%	0.00
255-43330.012 ALKALINITY CNTRL INSTALLA	0.00	11.25	-11.25	100.00%	0.00
<b>Total CAPITAL PROJECTS/EXPENSES</b>	<b>0.00</b>	<b>290,792.74</b>	<b>-290,792.74</b>	<b>100.00%</b>	<b>1,088.05</b>
<b>255-434 NON-OPERATING EXPENSES</b>					
<b>Total NON-OPERATING EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total EXPENSES</b>	<b>1,949,836.00</b>	<b>1,197,948.20</b>	<b>751,887.80</b>	<b>61.44%</b>	<b>223,245.70</b>
<b>Total Expenditures</b>	<b>1,949,836.00</b>	<b>1,197,948.20</b>	<b>751,887.80</b>	<b>61.44%</b>	<b>223,245.70</b>

## WASTEWATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
-----					
<b>Total WASTEWATER FUND</b>	<b>0.00</b>	<b>831,973.62</b>	<b>-831,973.62</b>	<b>-100.00%</b>	<b>-27,644.93</b>
=====					
<b>256-3 REVENUE</b>					
<b>256-33 INTERGOVERNMENTAL REVENUE</b>					
256-33900.000 ESSEX PUMP STATION FEES	25,940.00	4,435.68	21,504.32	17.10%	0.00
256-33900.001 PARY AGREEMNT REV	15,000.00	3,750.00	11,250.00	25.00%	0.00
-----					
<b>Total INTERGOVERNMENTAL REVENUE</b>	<b>40,940.00</b>	<b>8,185.68</b>	<b>32,754.32</b>	<b>19.99%</b>	<b>0.00</b>
-----					
<b>256-34 OPERATING REVENUE</b>					
256-34402.000 INTEREST EARNINGS	500.00	3,496.35	-2,996.35	699.27%	0.00
256-34403.000 MISC. - UNCLASSIFIED RECE	0.00	3,940.00	-3,940.00	100.00%	0.00
-----					
<b>256-348 USER CHARGES</b>					
256-34801.000 ANNUAL CUSTOMER CHARGE	586,985.00	296,888.80	290,096.20	50.58%	0.00
256-34811.000 ANNUAL CUSTOMER CHARGE -	2,500.00	1,367.62	1,132.38	54.70%	865.70
256-34821.000 HOOK ON FEES	30,000.00	1,000.00	29,000.00	3.33%	0.00
-----					
<b>Total USER CHARGES</b>	<b>619,485.00</b>	<b>299,256.42</b>	<b>320,228.58</b>	<b>48.31%</b>	<b>865.70</b>
-----					
<b>Total OPERATING REVENUE</b>	<b>619,985.00</b>	<b>306,692.77</b>	<b>313,292.23</b>	<b>49.47%</b>	<b>865.70</b>
-----					
<b>256-39 NON OPERATING REVENUE</b>					
256-39000.001 CURRENT YR CONTRIBUTION I	0.00	47,500.00	-47,500.00	100.00%	23,750.00
256-39000.004 VAC TRUCK RENTAL	0.00	7,536.00	-7,536.00	100.00%	0.00
256-39200.001 WWTF CAPACITY SALE REVENU	0.00	100,000.00	-100,000.00	100.00%	0.00
-----					
<b>Total NON OPERATING REVENUE</b>	<b>0.00</b>	<b>155,036.00</b>	<b>-155,036.00</b>	<b>100.00%</b>	<b>23,750.00</b>
-----					
<b>Total REVENUE</b>	<b>660,925.00</b>	<b>469,914.45</b>	<b>191,010.55</b>	<b>71.10%</b>	<b>24,615.70</b>
-----					
<b>Total Revenues</b>	<b>660,925.00</b>	<b>469,914.45</b>	<b>191,010.55</b>	<b>71.10%</b>	<b>24,615.70</b>
-----					
<b>256-43 EXPENSES</b>					
<b>256-432 OPERATING EXPENSES</b>					
<b>256-43200.1 SANITATION SALARIES</b>					
256-43200.110 SALARIES REGULAR	91,459.00	41,500.56	49,958.44	45.38%	6,360.75
256-43200.130 SALARIES OVERTIME	14,185.00	3,092.37	11,092.63	21.80%	552.72
256-43200.140 SALARIES PART TIME	5,427.00	2,269.91	3,157.09	41.83%	228.88
-----					
<b>Total SANITATION SALARIES</b>	<b>111,071.00</b>	<b>46,862.84</b>	<b>64,208.16</b>	<b>42.19%</b>	<b>7,142.35</b>
-----					
<b>256-43200.2 SANITATION BENEFITS</b>					
256-43200.210 HEALTH INS & OTHER BENEFI	40,567.00	15,887.27	24,679.73	39.16%	2,933.56
256-43200.220 SOCIAL SECURITY	8,671.00	3,633.00	5,038.00	41.90%	575.79
256-43200.226 WORKERS COMP INSURANCE	5,282.00	2,298.71	2,983.29	43.52%	336.34
256-43200.230 RETIREMENT	9,146.00	4,253.63	4,892.37	46.51%	641.64
256-43200.250 UNEMPLOYMENT INSURANCE	200.00	11.06	188.94	5.53%	4.72
-----					
<b>Total SANITATION BENEFITS</b>	<b>63,866.00</b>	<b>26,083.67</b>	<b>37,782.33</b>	<b>40.84%</b>	<b>4,492.05</b>

## SANITATION FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
256-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	0.00	1,000.00	0.00%	0.00
256-43200.335 AUDIT	1,840.00	1,748.00	92.00	95.00%	0.00
256-43200.340 COMPUTER EXPENSES	1,300.00	2,453.48	-1,153.48	188.73%	480.55
256-43200.410 WATER AND SEWER CHARGE	500.00	142.90	357.10	28.58%	0.00
256-43200.430 SANITATION LINES MAINTENA	6,000.00	936.40	5,063.60	15.61%	0.00
256-43200.432 VEHICLE MAINTENANCE	0.00	1,000.60	-1,000.60	100.00%	171.06
256-43200.434 PUMP STATION MAINTENANCE	12,000.00	5,100.04	6,899.96	42.50%	1,570.65
256-43200.436 SANIT. LINE BACK-UP CLEAN	1,000.00	1,000.00	0.00	100.00%	0.00
256-43200.441 RIGHT OF WAY AGREEMENTS	1,140.00	1,610.21	-470.21	141.25%	27.50
256-43200.491 CONTRACTUAL SERVICES	135,883.00	67,941.50	67,941.50	50.00%	33,970.75
256-43200.500 TRAINING, CONFERENCES, DU	200.00	0.00	200.00	0.00%	0.00
256-43200.521 LIABILITY & PROPERTY INS.	6,225.00	5,928.89	296.11	95.24%	3,149.99
256-43200.536 POSTAGE	3,500.00	2,882.64	617.36	82.36%	568.12
256-43200.550 PRINTING AND ADVERTISING	1,000.00	0.00	1,000.00	0.00%	0.00
256-43200.570 MAINTENANCE OTHER	2,500.00	0.00	2,500.00	0.00%	0.00
256-43200.610 SUPPLIES	1,000.00	1,472.88	-472.88	147.29%	1,304.69
256-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	671.92	828.08	44.79%	671.92
256-43200.622 ELECTRICAL SERVICE	12,000.00	5,863.80	6,136.20	48.87%	1,191.50
256-43200.623 HEATING/NATURAL GAS	1,900.00	202.42	1,697.58	10.65%	86.10
256-43200.626 GAS,GREASE AND OIL	2,500.00	1,672.72	827.28	66.91%	187.96
256-43200.742 TRANS TO CAPITAL RESERVE	95,000.00	47,500.00	47,500.00	50.00%	23,750.00
256-43200.891 CAPITAL OUTLAY	5,000.00	0.00	5,000.00	0.00%	0.00
<b>256-43220 ESSEX PS COSTS</b>					
256-43220.001 SUSIE WILSON PS COSTS	10,000.00	3,493.03	6,506.97	34.93%	566.80
256-43220.002 WEST ST PS COSTS	12,000.00	4,827.81	7,172.19	40.23%	1,011.32
<b>Total ESSEX PS COSTS</b>	<b>22,000.00</b>	<b>8,320.84</b>	<b>13,679.16</b>	<b>37.82%</b>	<b>1,578.12</b>
<b>Total OPERATING EXPENSES</b>	<b>489,925.00</b>	<b>229,395.75</b>	<b>260,529.25</b>	<b>46.82%</b>	<b>80,343.31</b>
<b>256-433 CAPIITAL PROJECTS/EXPENSE</b>					
256-43330.002 METER REPLACEMENT PROGRAM	57,442.00	8,528.09	48,913.91	14.85%	0.00
256-43330.006 SO ST PS PUMPS,VALVS,VENT	40,000.00	0.00	40,000.00	0.00%	0.00
256-43330.007 ARRA Loan-AR1-004 Admin F	3,667.00	14,879.53	-11,212.53	405.77%	0.00
256-43330.009 RF1-157 PS UpGrd Admin Fe	17,249.00	0.00	17,249.00	0.00%	0.00
<b>Total CAPIITAL PROJECTS/EXPENSE</b>	<b>118,358.00</b>	<b>23,407.62</b>	<b>94,950.38</b>	<b>19.78%</b>	<b>0.00</b>
<b>256-434 NON OPERATING EXPENSES</b>					
256-43455.001 TRANS TO WWTF FOR DEBT PY	0.00	301,657.42	-301,657.42	100.00%	0.00
<b>Total NON OPERATING EXPENSES</b>	<b>0.00</b>	<b>301,657.42</b>	<b>-301,657.42</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total EXPENSES</b>	<b>608,283.00</b>	<b>554,460.79</b>	<b>53,822.21</b>	<b>91.15%</b>	<b>80,343.31</b>
<b>Total Expenditures</b>	<b>608,283.00</b>	<b>554,460.79</b>	<b>53,822.21</b>	<b>91.15%</b>	<b>80,343.31</b>
<b>Total SANITATION FUND</b>	<b>52,642.00</b>	<b>-84,546.34</b>	<b>31,904.34</b>	<b>-160.61%</b>	<b>-55,727.61</b>

01/04/19  
10:18 am

Town of Essex / Village of EJ General Ledger  
Current Yr Pd: 6 Year Budget Status Report  
SANITATION FUND

Page 21 of 21  
cbushey

Account			Budget		
		Budget	Actual	Balance	% of Budget
-----					
Total All Funds		153,134.00	802,519.20	-955,653.20	524.06%
		=====	=====	=====	=====

# Vermont Housing Data Community Profile

Essex Junction

December 2018



Affordable homes for a sustainable Vermont.

# Table of Contents

---

## Introduction

### Community snapshot (Page 1)

- Essex Junction
- Essex
- Colchester

### Population & households (Page 4)

- [Households by tenure](#)
- [Population](#)
- [Homelessness](#)
- [Household size](#)
- [Race of householder](#)
- [Age of householder](#)
- [Year householder moved into home](#)
- [Household projections](#)

### Income & employment (Page 16)

- [Median household income](#)
- [Household income by tenure](#)
- [Median family income](#)
- [Wages](#)
- [Wages by occupation](#)
- [Labor force](#)
- [Commute to work](#)
- [Supplemental Security Income](#)
- [Cost burden](#)
- [Housing gaps](#)

### Homeownership costs (Page 31)

- [Primary home sales](#)
- [New home sales](#)
- [Days on market](#)
- [Homeowner cost burden](#)
- [Home price affordability for area residents](#)

### Rental housing costs (Page 39)

- [Median gross rent](#)
- [Renter cost burden](#)
- [Housing wage](#)
- [HUD Fair Market Rent and 50% Rent](#)

### Housing stock (Page 44)

- [Housing stock](#)
- [Vacancies](#)
- [Home fuels](#)
- [Year structure built](#)
- [Building permits](#)
- [Residential building type](#)

### Housing programs (Page 52)

- [Apartments with project-based public subsidies: Features, eligibility, and bedrooms](#)
- [Apartments with project-based public subsidies: Funding sources](#)
- [Households receiving rental assistance](#)

## Introduction

This report is a compilation of visualizations generated in December 2018 with the Vermont Housing Data website's on-line community profile tool. Most of the visualizations compare housing data for the Village of Essex Junction to the Town of Essex and Colchester—locations selected in consultation with Village staff. These community profiles display data and vetted community housing needs indicators based on a variety of national and Vermont-based sources.

The visualizations in this report represent much, but not all, of the information provided to Vermont Housing Data website visitors on line at [www.housingdata.org/profile](http://www.housingdata.org/profile). With the web-based tools available on line, site visitors can apply a wide array of filtering options, such as viewing estimates for subpopulations like renters and owners. Web-tools only available online also allow the site visitor to hover over data and view important meta-data, such as the reliability rating of estimates from the American Community Survey.

The Vermont Housing Data website was redesigned in 2017-2018 by Vermont Housing Finance Agency with funding from several partners. The project's

largest funding source was a Vermont Community Development planning grant from the Vermont Department of Housing and Community Development, in cooperation with the Village of Essex Junction, which acted as a municipal sponsor.

Other funders of the Vermont Housing Data website redesign project include the Vermont Association of Development and Planning Associations, AARP-Vermont, the TD Foundation and Champlain Valley's Office of Economic Opportunity Thriving Communities initiative.

Vermont Housing Finance Agency operates the Vermont Housing Data website and conducts housing research in addition to administering its core home purchase and rental financing programs because it closely aligns with the agency's mission of promoting affordable, safe housing opportunities for low- and moderate-income Vermonters.





## Essex Junction Community Snapshot



### Households

Vermont	Essex Junction
257,107	4,166



### Number of homeless individuals in county/state (One Night Count, 2018)

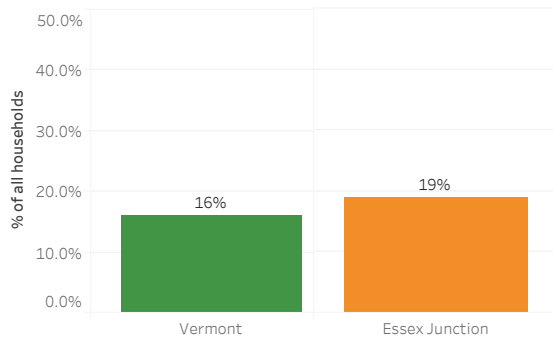
Vermont	Chittenden County
1,291	359



### Median household income

Vermont	Essex Junction
\$56,104	\$61,620

### % of households paying more than 50% of income towards housing expenses



### Median household income of town's residents as percentage of countywide median

Essex Junction
90%



### % of town's workforce that live in a different town

Essex Junction
25%



### Average annual increase in households

Vermont	Essex Junction
0.1%	2.5%

### Median primary home sale price

Vermont
\$210,000

Essex Junction

### Median year homes built

Vermont
1974
Essex Junction
1981

### Median days on market (primary home sales, county level)

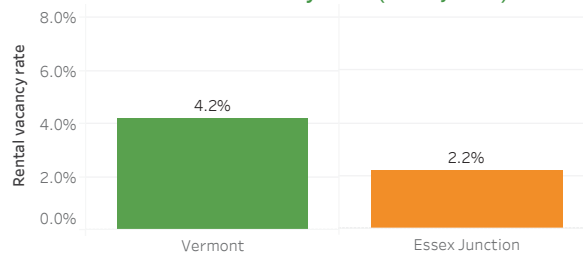
Vermont
122
Essex Junction
77

### Median gross rent



Vermont
\$913
Essex Junction
\$1,117

### Rental vacancy rate (county level)





## Essex Community Snapshot



### Households

Vermont	Essex
257,107	8,453



### Number of homeless individuals in county/state (One Night Count, 2018)

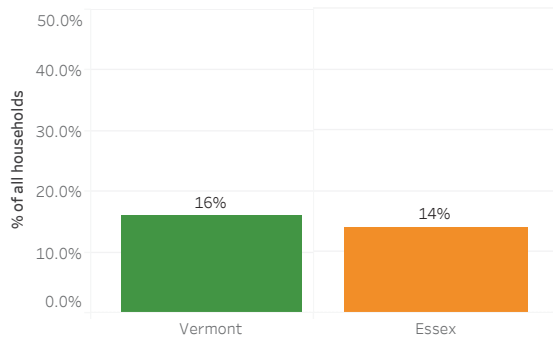
Vermont	Chittenden County
1,291	359



### Median household income

Vermont	Essex
\$56,104	\$73,936

### % of households paying more than 50% of income towards housing expenses



### Median household income of town's residents as percentage of countywide median

Essex
110%



### % of town's workforce that live in a different town

Essex
27%



### Average annual increase in households

Vermont	Essex
0.1%	2.4%

### Median primary home sale price

Vermont
\$210,000
Essex
\$285,950

### Median year homes built

Vermont
1974
Essex
1982

### Median days on market (primary home sales, county level)

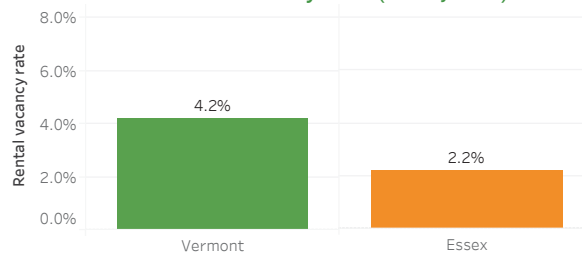
Vermont
122
Essex
77

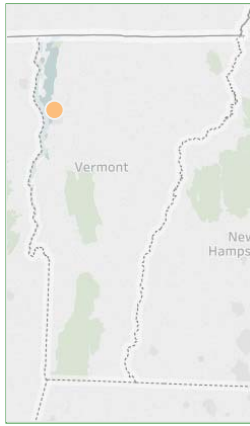
### Median gross rent



Vermont
\$913
Essex
\$1,116

### Rental vacancy rate (county level)





## Colchester Community Snapshot



### Households

Vermont	Colchester
257,107	6,588



### Number of homeless individuals in county/state (One Night Count, 2018)

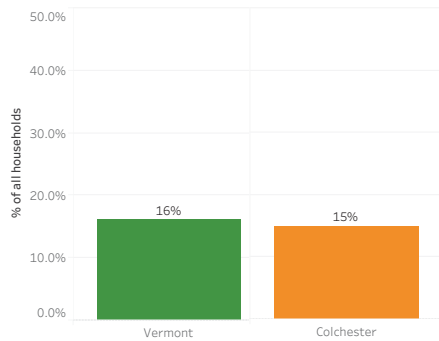
Vermont	Chittenden County
1,291	359



### Median household income

Vermont	Colchester
\$56,104	\$67,413

### % of households paying more than 50% of income towards housing expenses



### Median household income of town's residents as percentage of countywide median

Colchester  
100%



### % of town's workforce that live in a different town

Colchester  
30%



### Average annual increase in households

Vermont	Colchester
0.1%	1.4%

### Median primary home sale price

Vermont	Colchester
\$210,000	\$292,775

### Median year homes built

Vermont	Colchester
1974	1979

### Median days on market (primary home sales, county level)

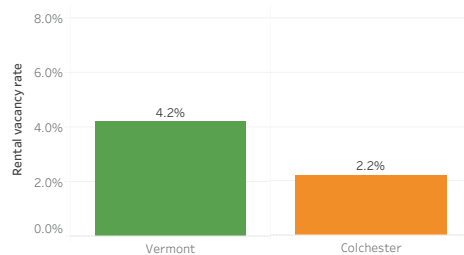
Vermont	Colchester
122	77

### Median gross rent



Vermont	Colchester
\$913	\$1,170

### Rental vacancy rate (county level)



### Table for download

(Double click on the table under the community or county name, then click the download button below to download data for the page)

	Vermont	Colchester
Households	257,107	6,588
Number of homeless individuals (county level)	1,291	359
Median household income	\$56,104	\$67,413
Location to county median income ratio		100%
% of severely cost-burdened households	16%	15.0%
% of location's workers commuting in from other towns	34%	30%
Average annual increase in housing stock	0.1%	1.4%
Median primary home sales price	\$210,000	\$292,775
Median days on market (county level)	122	77
Median year built	1974	1979
Median gross rent	\$913	\$1,170
Rental vacancy rate (county level)	4.2%	2.2%

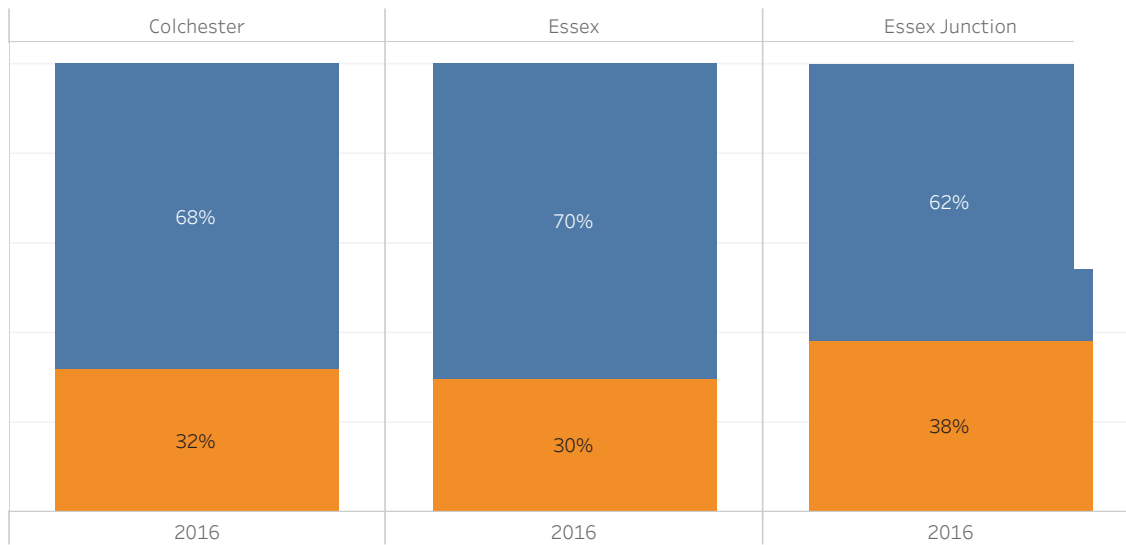
# **Populations and Households**

# Households by tenure

■ Homeownership rate ■ Renter rate

Year

- ☐ 1950
- ☐ 1960
- ☐ 1970
- ☐ 1980
- ☐ 1990
- ☐ 2000
- ☐ 2010
- ☒ 2016



	Colchester	Essex	Essex Junction
	2016	2016	2016
Total households	6,588	8,453	4,166
Owner households	4,484	5,953	2,568
Homeownership rate	68%	70%	62%
Renter households	2,104	2,500	1,598
Renter rate	32%	30%	38%

Households data reliability rating

■ Good

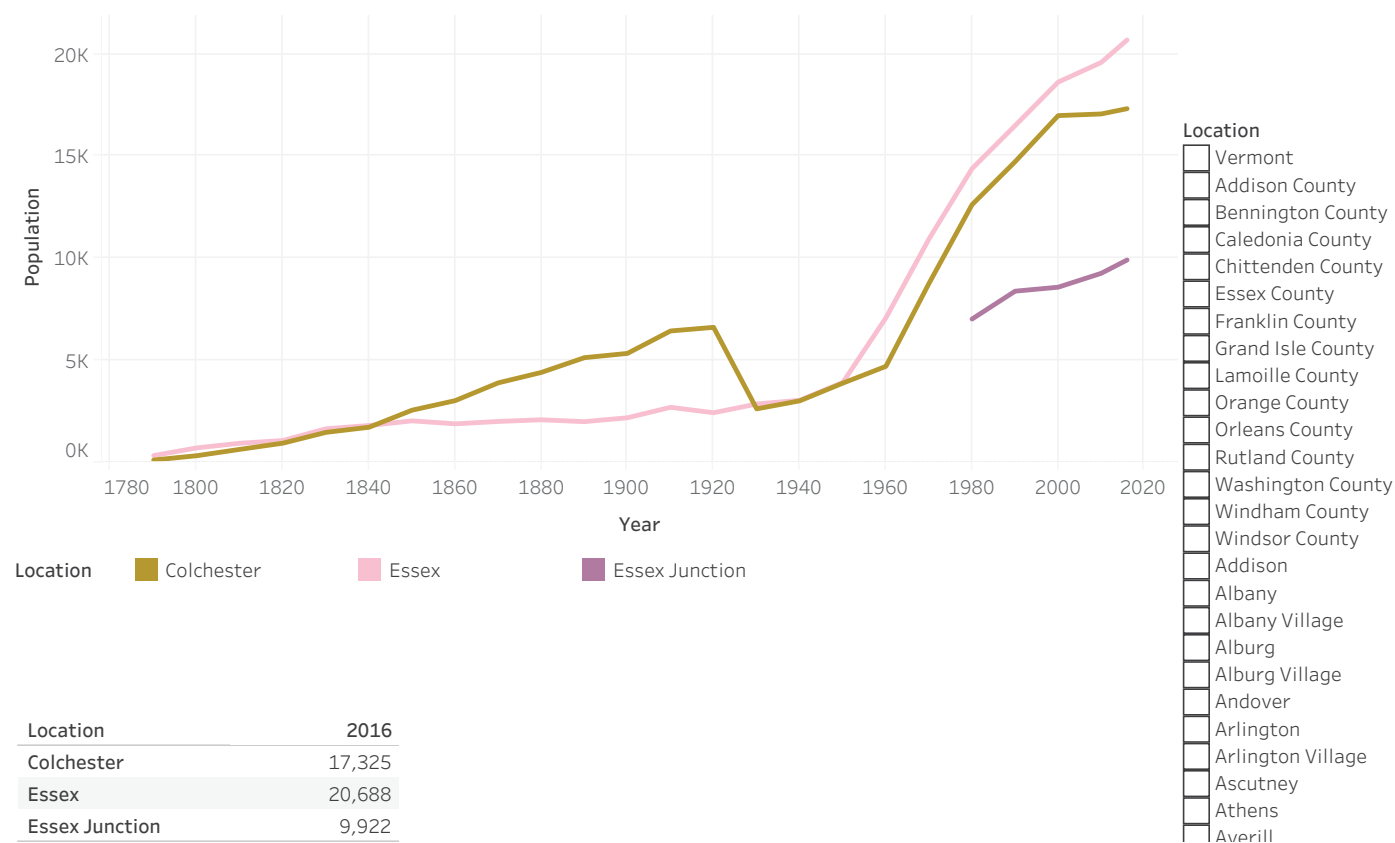
## Source:

U.S. Census Bureau: American Community Survey 5-year estimates (Table B25003), U.S. Decennial Census (for years 2010 and earlier)

## Description:

A household includes all the people who occupy a housing unit as their usual place of residence. A housing unit is defined as owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. All occupied units which are not owner occupied, whether they are rented for cash rent or occupied without payment of cash rent, are classified as renter occupied.

# Population



**Source:**  
U.S. Census Bureau: American Community Survey 5-year estimates (Table B01003), U.S. Decennial Census (for years 2010 and earlier)

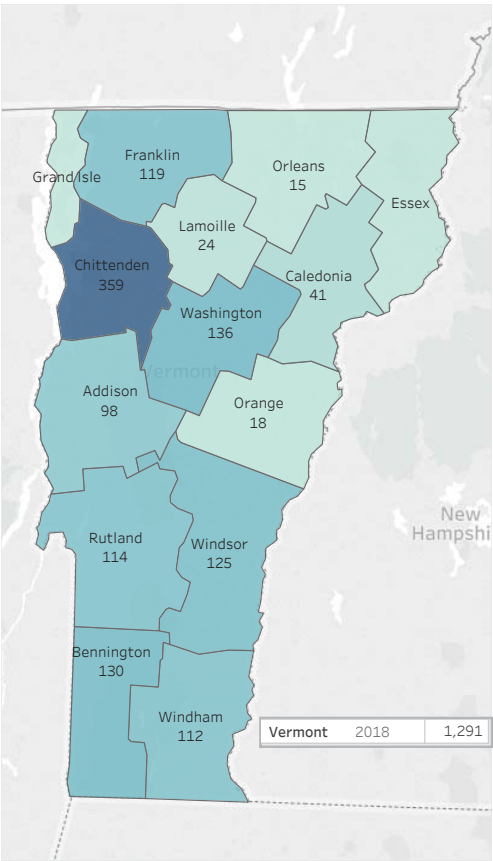
**Description:**  
Data set displays the inhabitants of a selected area.

Homelessness estimates from one night count

Year  
☒ 2018

Source:  
Institute for Community Alliances

Select data to view in map below  
Number of homeless individuals



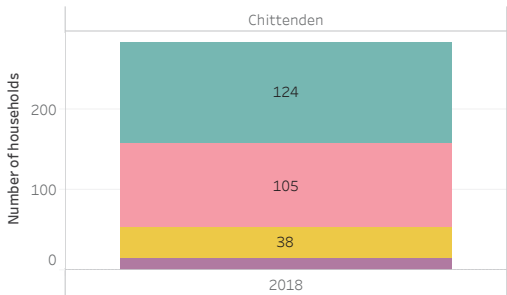
- County
- ☐ Vermont
  - ☐ Addison
  - ☐ Bennington
  - ☐ Caledonia
  - ☒ Chittenden
  - ☐ Essex
  - ☐ Franklin
  - ☐ Grand Isle
  - ☐ Lamoille
  - ☐ Orange
  - ☐ Orleans
  - ☐ Rutland
  - ☐ Washington
  - ☐ Windham
  - ☐ Windsor

Description:  
This data is collected in the Annual Point In Time (PIT) Count or One Night Count of the homeless. It is conducted each January by the Vermont Coalition to End Homelessness and the Chittenden County Homeless Alliance. The count takes place overnight and counts only the literally homeless. This includes individuals in shelters, transitional housing, hotel rooms purchased using public funding, or living outdoors. It does not include those at risk of homelessness or living with friends or family (couch surfing).

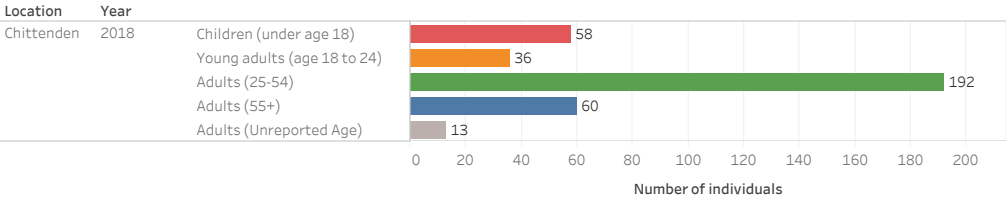
The PIT count inevitably underrepresents the total number of homeless. In 2017, the number of homeless individuals who received services throughout the calendar year was roughly three times the number counted in the PIT count.

Note that in 2018, Grand Isle and Essex Counties conducted the count but recorded zero homeless individuals.

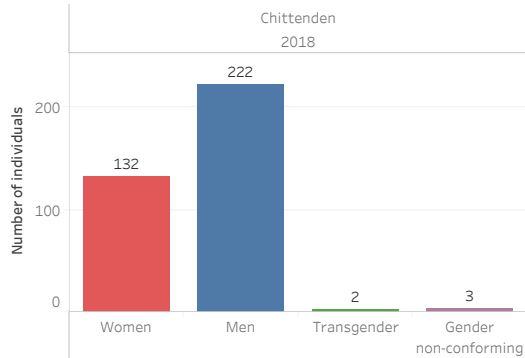
- Type of shelter
- ☒ Households in emergency shelter
  - ☐ Households in publicly funded hotel
  - ☐ Households in transitional housing
  - ☐ Households unsheltered



Age



Gender

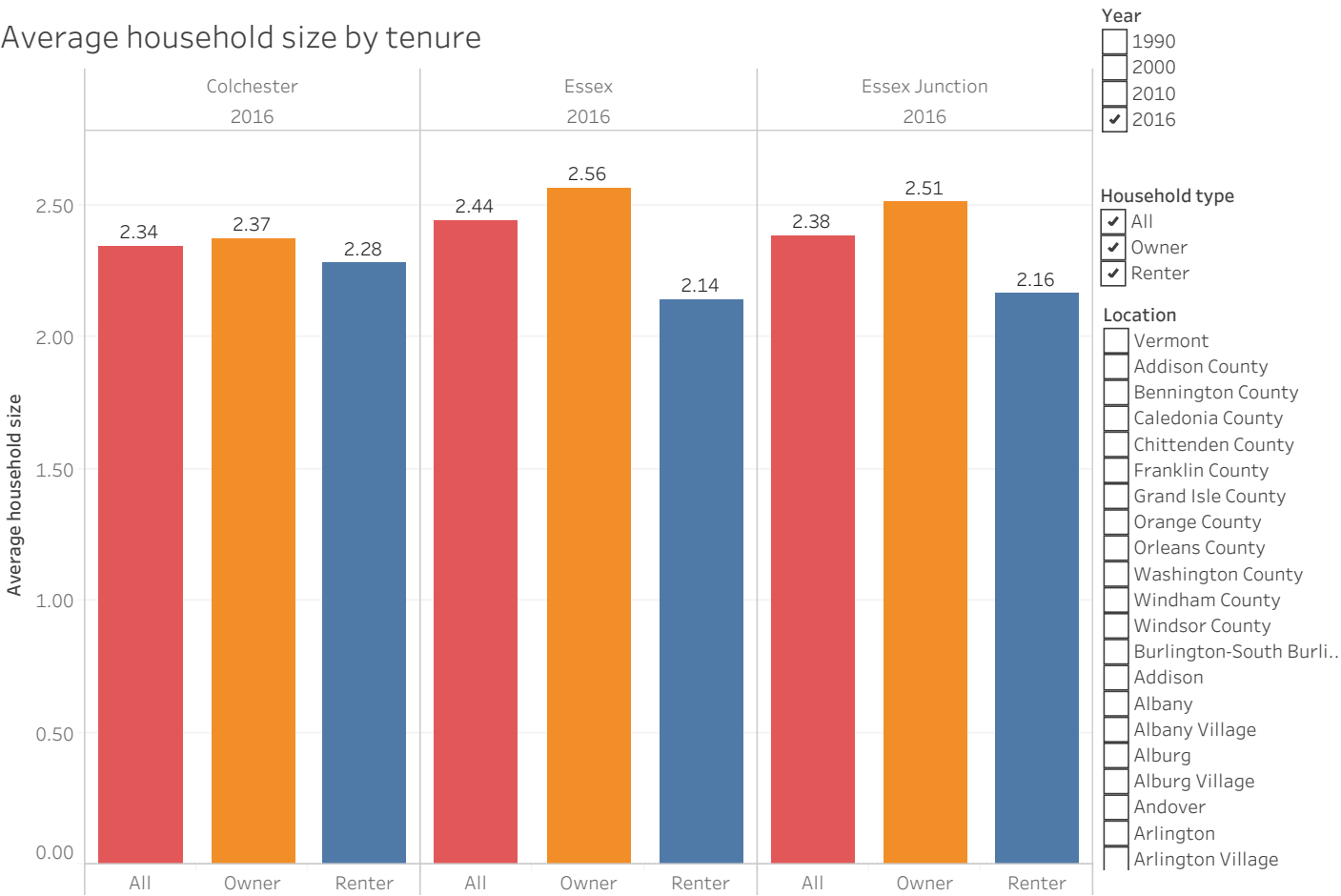


Other characteristics

	Chittenden
	2018
Households currently fleeing domestic violence	40
Number of chronically homeless households	39
Number of homeless veterans	25

# Household size

Average household size by tenure

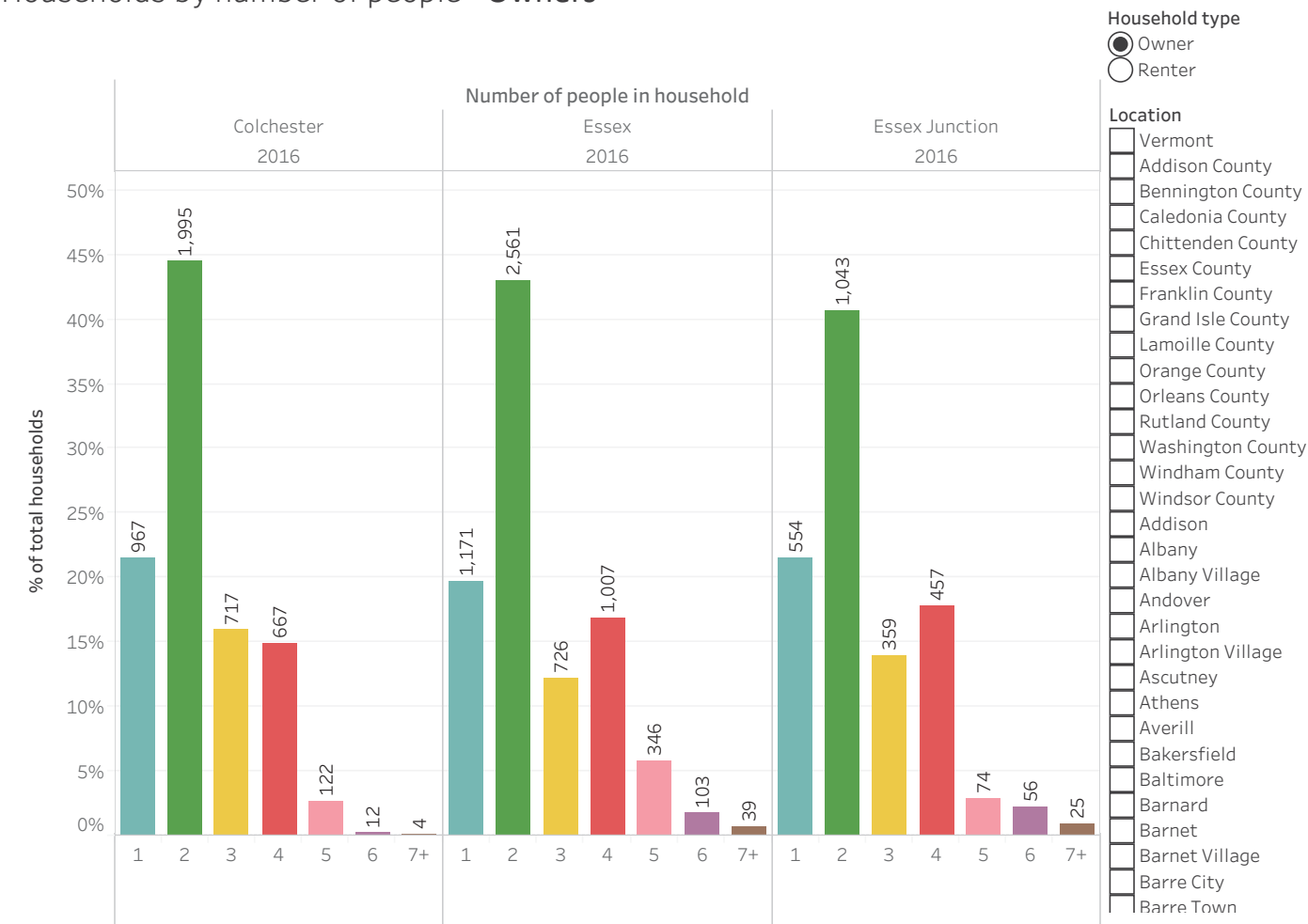


**Source:**  
U.S. Census Bureau: American Community Survey 5-year estimates (Table B25010), US Decennial Census (for years prior to 2010)

**Description:**  
This table shows the average size of households living in occupied housing units. A housing unit is defined as owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. All occupied units which are not owner occupied, whether they are rented for cash rent or occupied without payment of cash rent, are classified as renter occupied. The average household size is obtained by dividing the number of people living in occupied housing units by the total number of occupied housing units. This measure is rounded to the nearest hundredth.



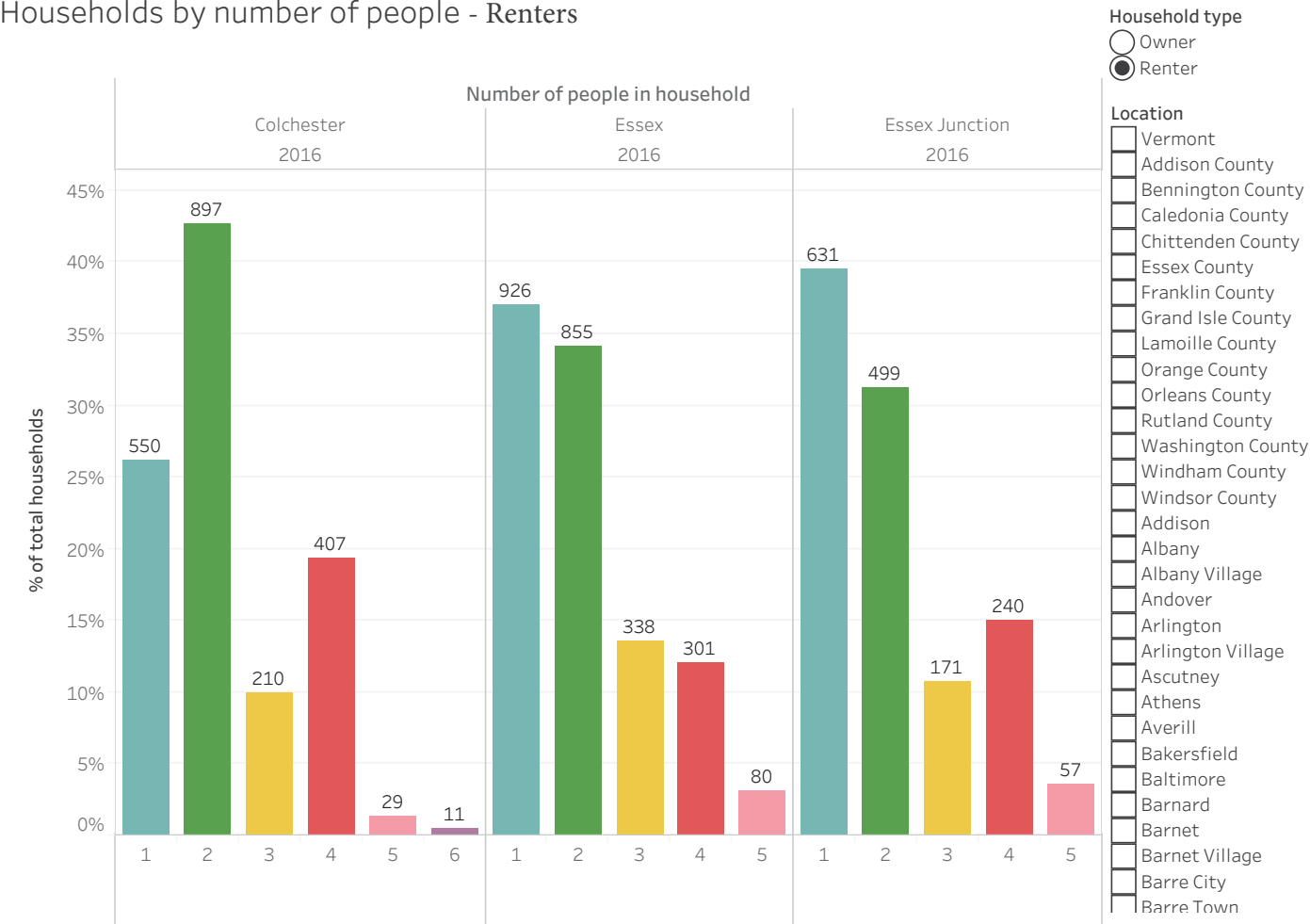
Households by number of people - Owners



Source:  
U.S. Census Bureau: American Community Survey 5-year estimates (Table B25009)

Description:  
A household includes all the people who occupy a housing unit as their usual place of residence. A housing unit is defined as owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. All occupied units which are not owner occupied, whether they are rented for cash rent or occupied without payment of cash rent, are classified as renter occupied.

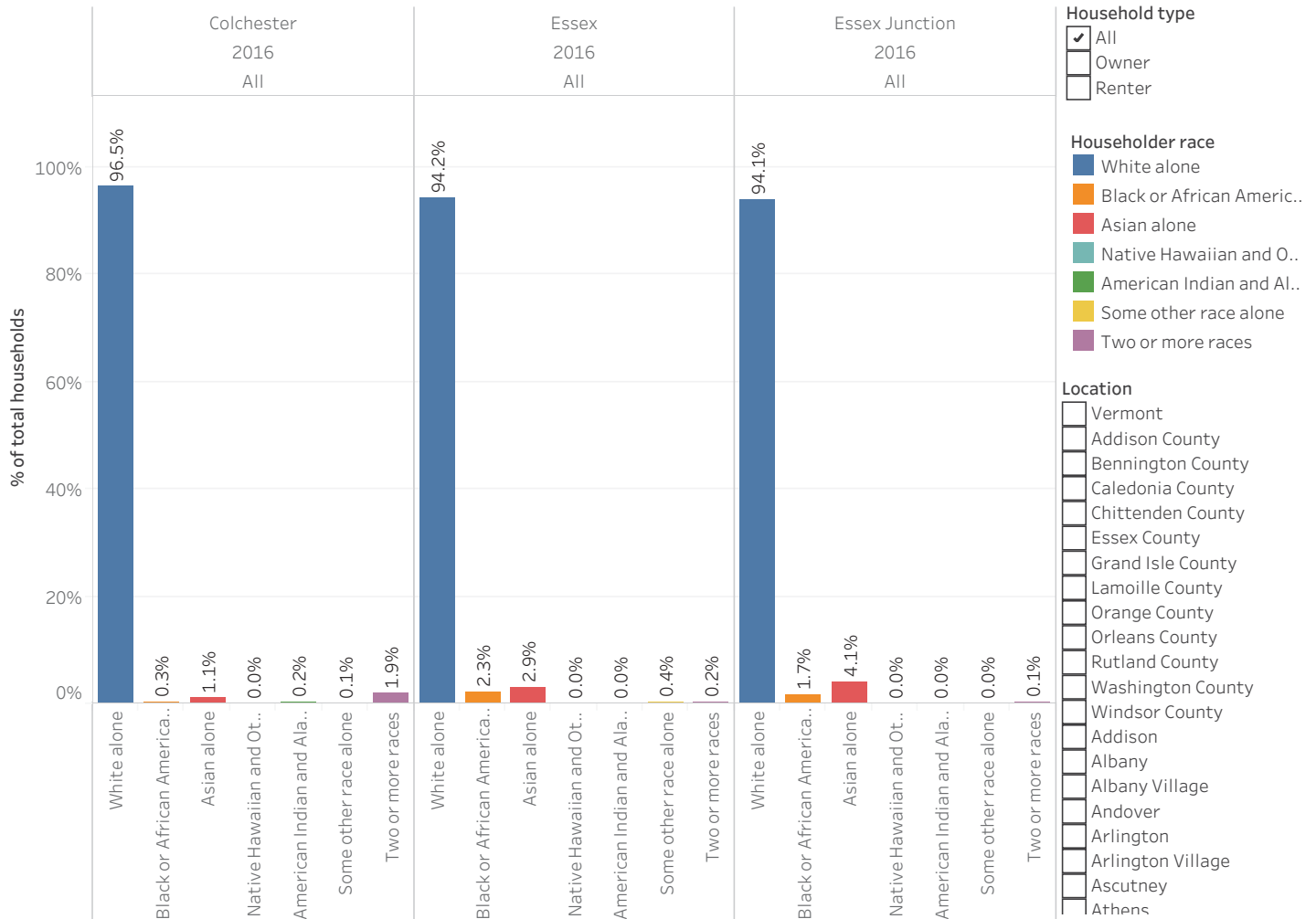
# Households by number of people - Renters



Source:  
U.S. Census Bureau: American Community Survey 5-year estimates (Table B25009)

Description:  
A household includes all the people who occupy a housing unit as their usual place of residence. A housing unit is defined as owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. All occupied units which are not owner occupied, whether they are rented for cash rent or occupied without payment of cash rent, are classified as renter occupied.

# Race of householder - All

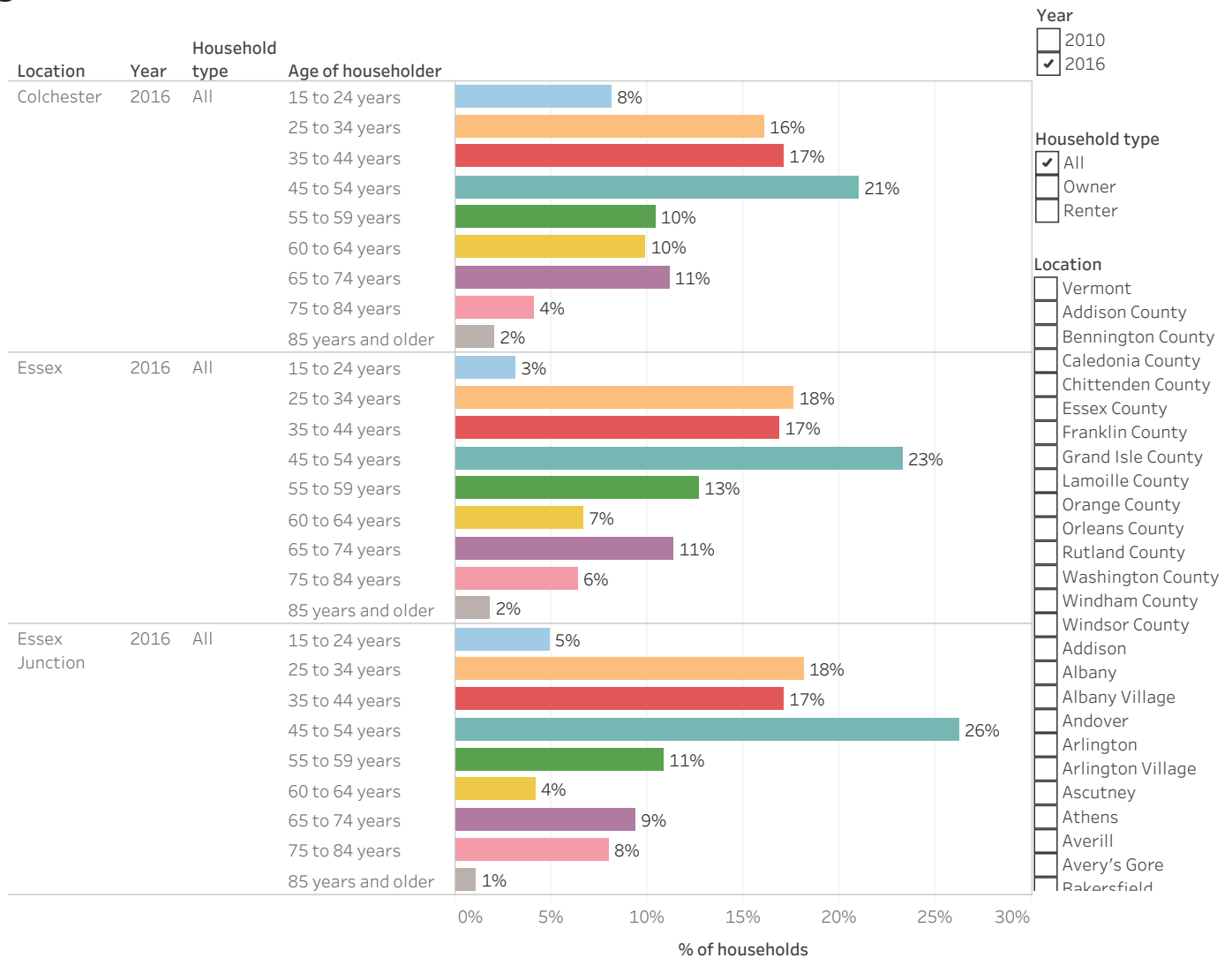


**Source:**  
U.S. Census Bureau: American Community Survey 5-year estimates (Tables B25003A-G)

## Description:

The survey asked householders to identify their race, choosing from one or more of the options above, or writing in another answer. The householder refers to one of the people in whose name the housing unit is owned or rented or, if there is no such person, any adult member, excluding roomers, boarders, or paid employees. If the house is owned or rented jointly by a married couple, the householder may be either partner. Since there is only one householder per household, the number of householders is equal to the number of total households. A household includes all the people who occupy a housing unit as their usual place of residence. A housing unit is defined as owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. All occupied units which are not owner occupied, whether they are rented for cash rent or occupied without payment of cash rent, are classified as renter occupied.

# Age of householder - All



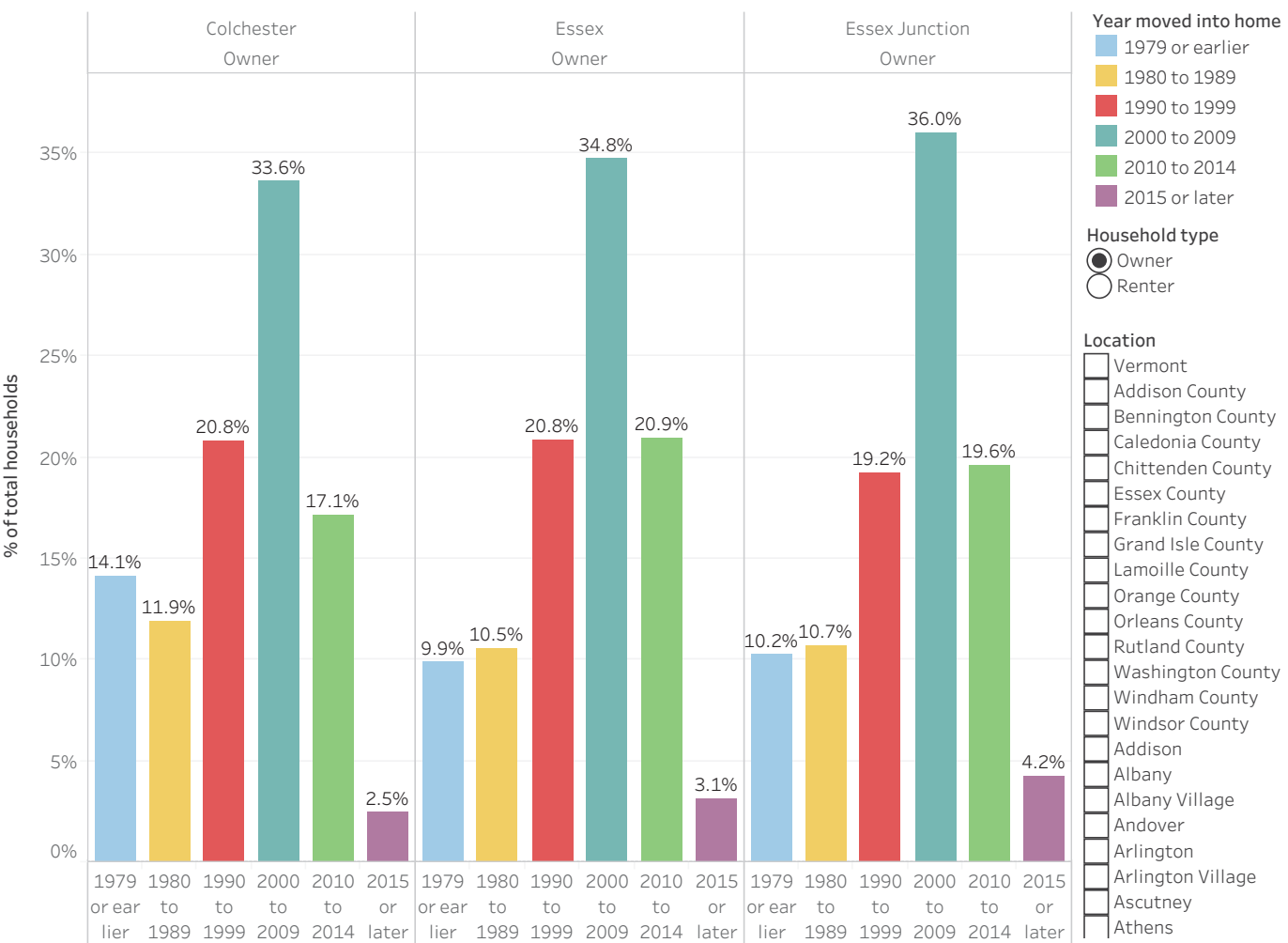
## Source:

U.S. Census Bureau: American Community Survey 5-year estimates (Table B25007)

## Description:

The householder refers to one of the people in whose name the housing unit is owned or rented or, if there is no such person, any adult member, excluding roomers, boarders, or paid employees. If the house is owned or rented jointly by a married couple, the householder may be either partner. Since there is only one householder per household, the number of householders is equal to the number of total households. A household includes all the people who occupy a housing unit as their usual place of residence. A housing unit is defined as owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. All occupied units which are not owner occupied, whether they are rented for cash rent or occupied without payment of cash rent, are classified as renter occupied.

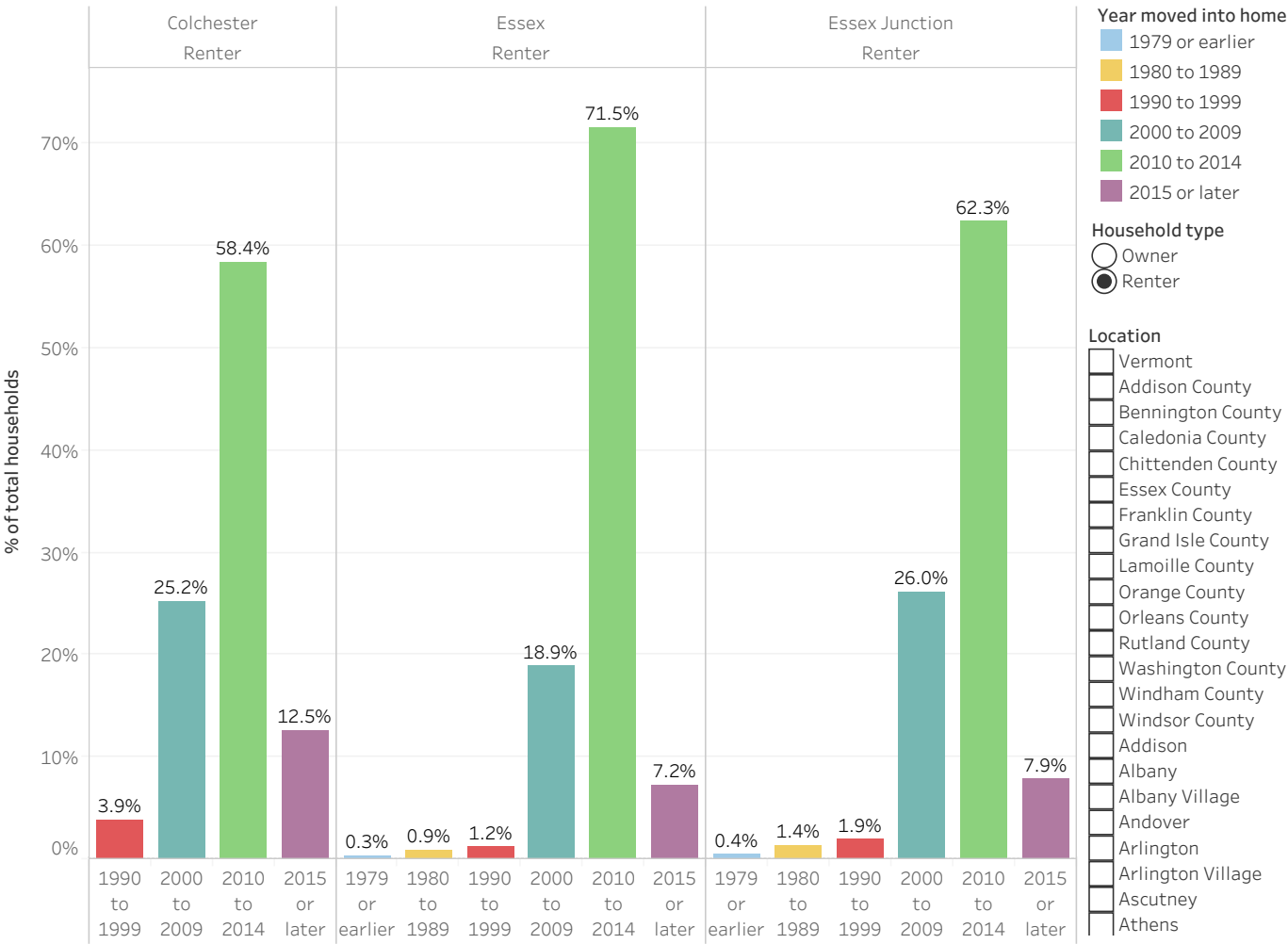
# Year householder moved into home - Owners



**Source:**  
U.S. Census Bureau: American Community Survey 5-year estimates (Table B25038), 2016

**Description:**  
The householder refers to the person (or one of the people) in whose name the housing unit is owned or rented or, if there is no such person, any adult member, excluding roomers, boarders, or paid employees. If the house is owned or rented jointly by a married couple, the householder may be either partner. A housing unit is defined as owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. All occupied units which are not owner occupied, whether they are rented for cash rent or occupied without payment of cash rent, are classified as renter occupied.

# Year householder moved into home - Renters

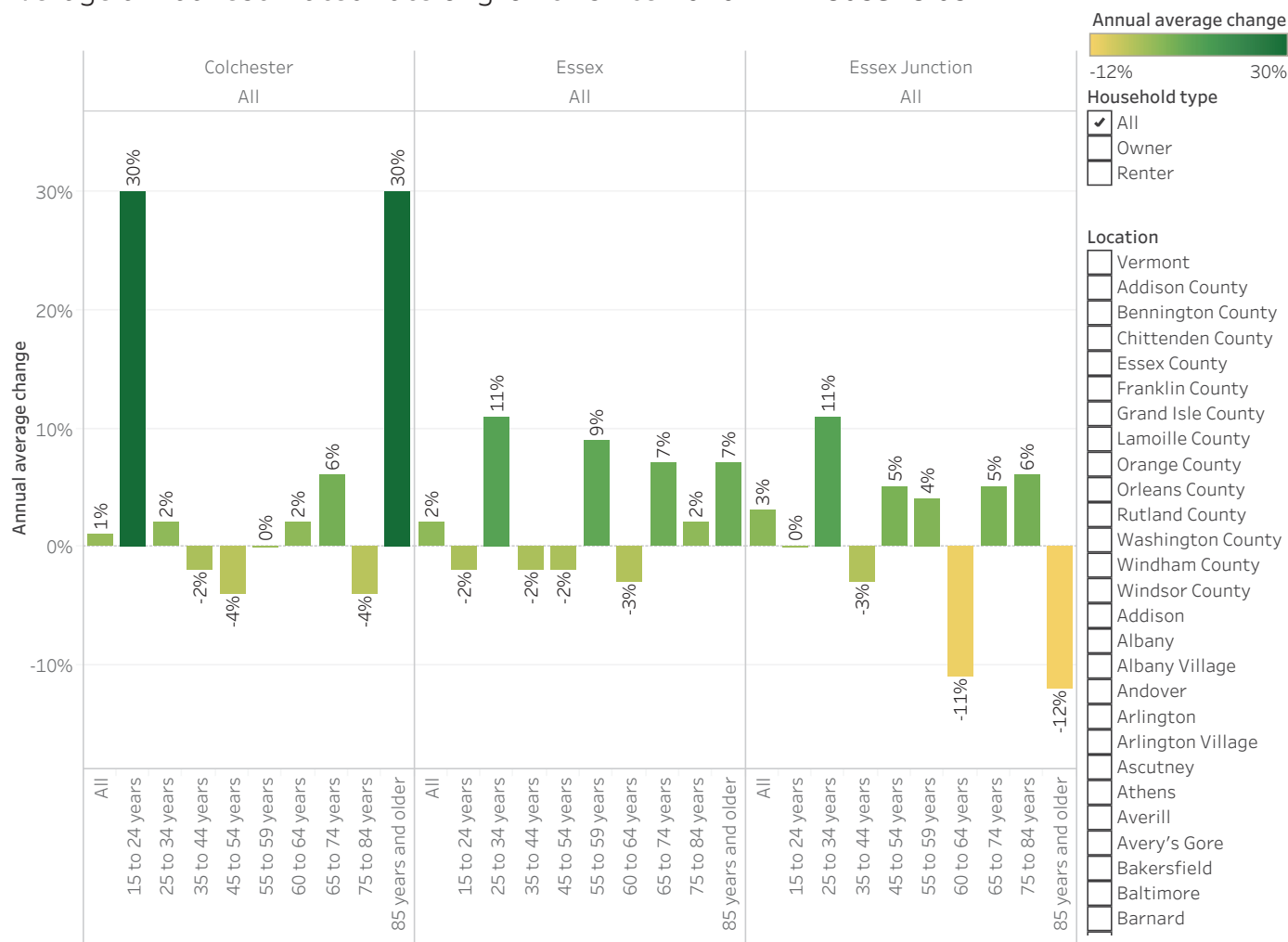


**Source:**  
U.S. Census Bureau: American Community Survey 5-year estimates (Table B25038), 2016

**Description:**  
The householder refers to the person (or one of the people) in whose name the housing unit is owned or rented or, if there is no such person, any adult member, excluding roomers, boarders, or paid employees. If the house is owned or rented jointly by a married couple, the householder may be either partner. A housing unit is defined as owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. All occupied units which are not owner occupied, whether they are rented for cash rent or occupied without payment of cash rent, are classified as renter occupied.

# Household projections

Average annual estimated rate of growth since 2010 - All households



## Source:

U.S. Census Bureau: American Community Survey 5-year estimates, 2012-2016 (Table B01003); U.S. Decennial Census (for 2010 data)

## Description:

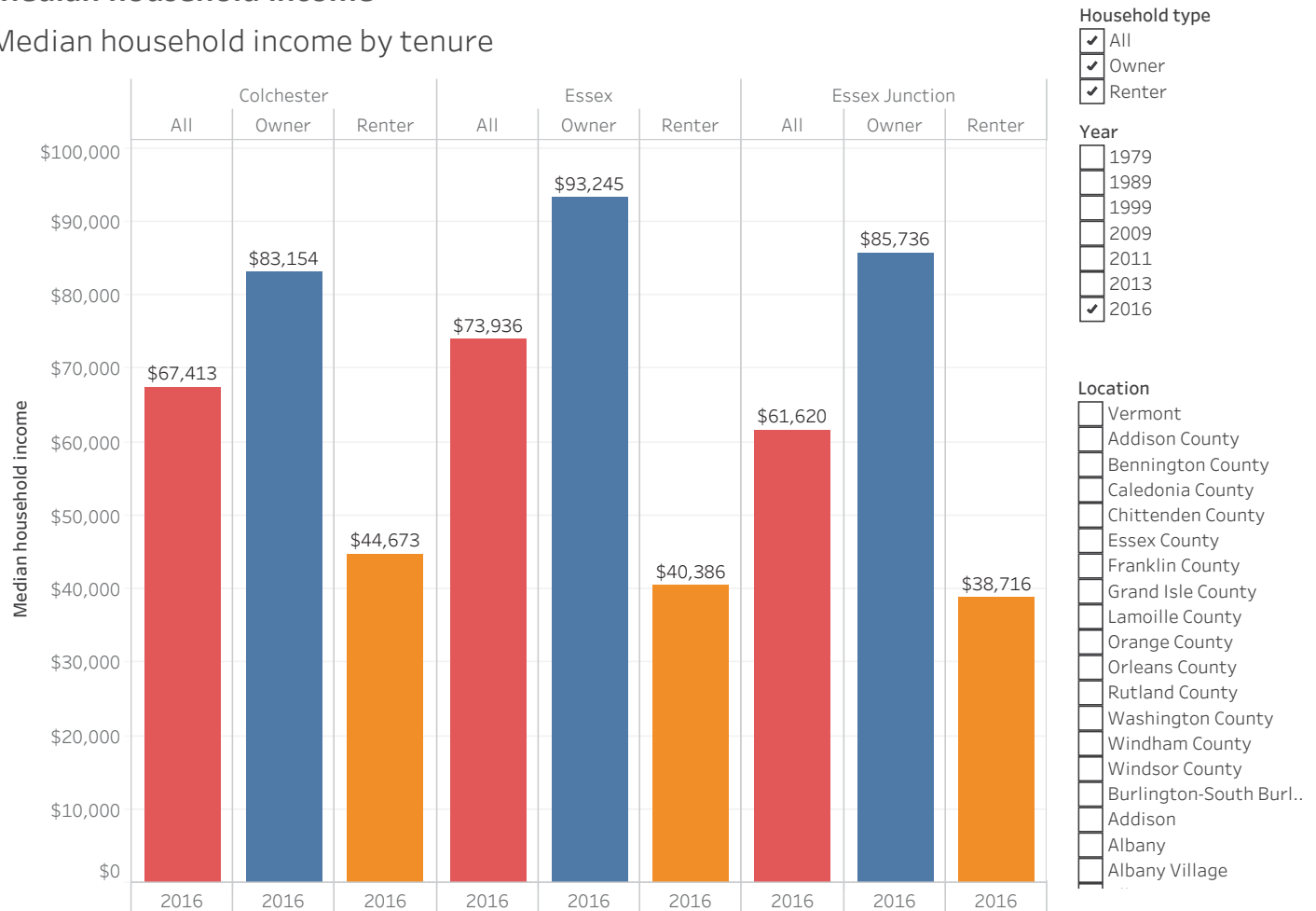
The average annual estimated rate of growth in the number of households is based entirely on the difference between the 2010 Decennial Census count and the most recent 5-year estimate available from the American Community Survey. A household includes all the people who occupy a housing unit as their usual place of residence. A housing unit is defined as owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. All occupied units which are not owner occupied, whether they are rented for cash rent or occupied without payment of cash rent, are classified as renter occupied. The ages of household is based on the ages of the householders surveyed. The householder refers to one of the people in whose name the housing unit is owned or rented or, if there is no such person, any adult member, excluding roomers, boarders, or paid employees. If the house is owned or rented jointly by a married couple, the householder may be either partner. Since there is only one householder per household, the number of householders is equal to the number of total households.

# **Income and Employment**



## Median household income

### Median household income by tenure



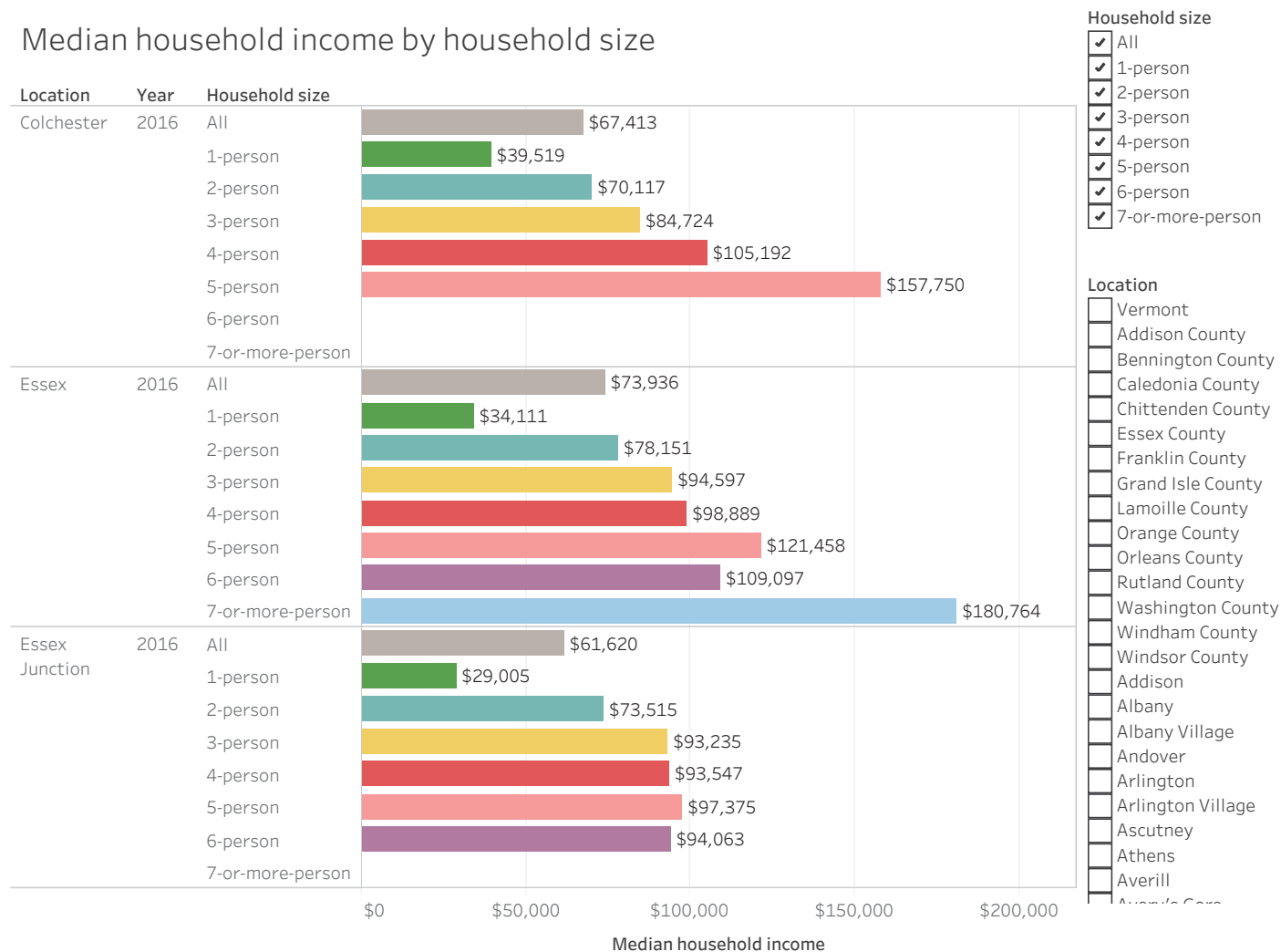
**Source:**

U.S. Census Bureau: American Community Survey 5-year estimates (Table B25119), U.S. Decennial Census (for years 2010 and earlier)

**Description:**

Household income refers to the total compensation or wages received by all members living in the same household, prior to tax deductions. A household includes all the people who occupy a housing unit as their usual place of residence. The median income is the middle value when household incomes are arranged from lowest to highest. A housing unit is defined as owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. All occupied units which are not owner occupied, whether they are rented for cash rent or occupied without payment of cash rent, are classified as renter occupied. Median incomes are as reported during survey period, and have not been adjusted for inflation.

## Median household income by household size



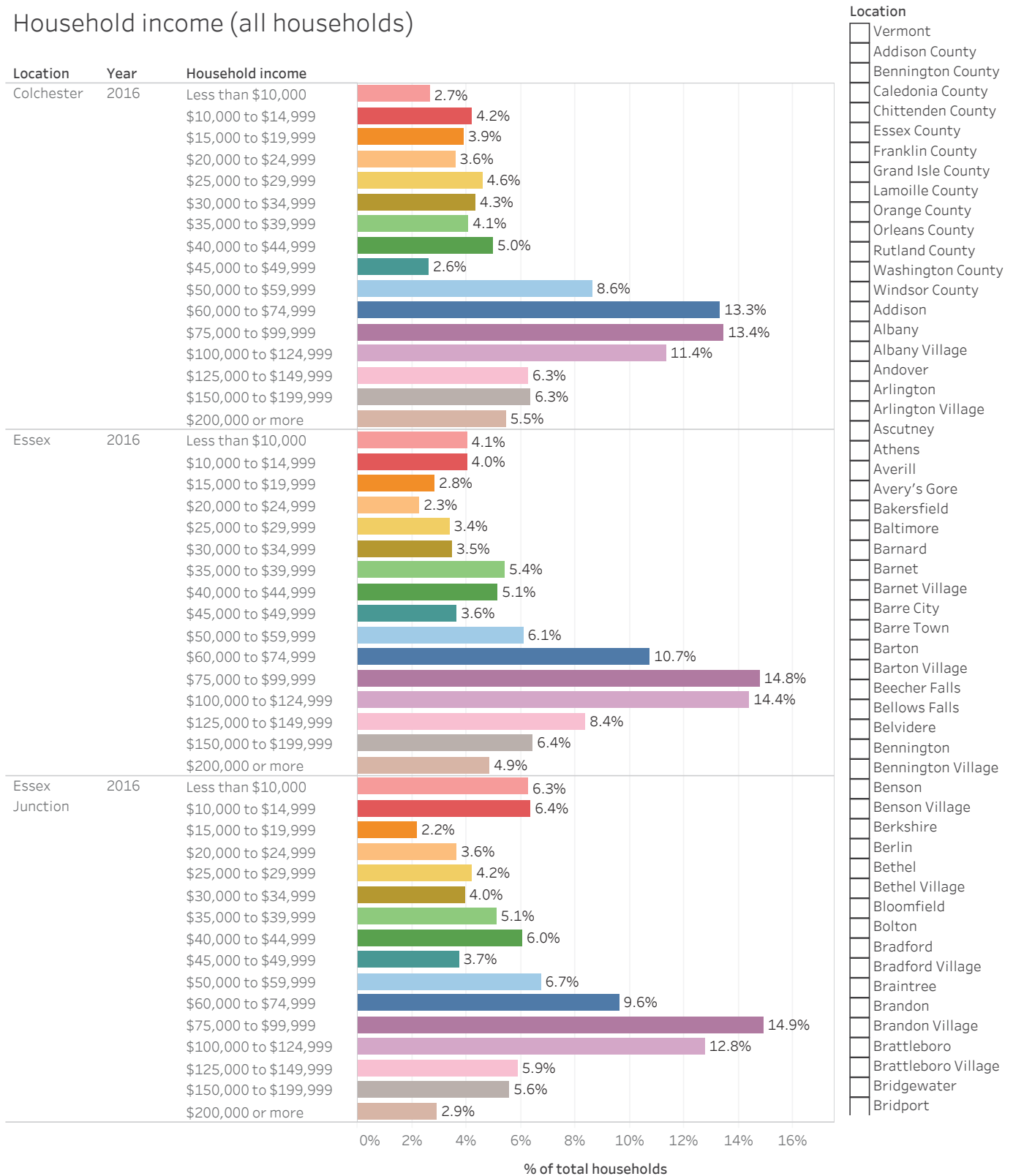
### Source:

U.S. Census Bureau: American Community Survey 5-year estimates (Table B19019)

### Description:

Household income refers to the total compensation or wages received by all members living in the same household, prior to tax deductions. A household includes all the people who occupy a housing unit as their usual place of residence. The median income is the middle value when household incomes are arranged from lowest to highest.

## Household income (all households)



### Source:

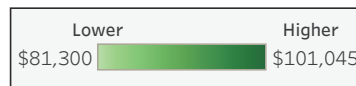
U.S. Census Bureau: American Community Survey 5-year estimates (Table B19001)

### Description:

Household income refers to the total compensation or wages received by all members living in the same household, prior to tax deductions. A household includes all the people who occupy a housing unit as their usual place of residence.

## Median family income

Median adjusted gross family income



Location	Year		
Colchester	2016	<div></div>	\$84,694
	2015	<div></div>	\$84,270
	2014	<div></div>	\$81,558
Essex	2016	<div></div>	\$101,045
	2015	<div></div>	\$99,989
	2014	<div></div>	\$97,711
Essex Junction	2016	<div></div>	\$85,086
	2015	<div></div>	\$83,525
	2014	<div></div>	\$81,300

### Source:

Vermont Department of Taxes

### Description:

Family income refers to the total compensation received by all family members living in the same household. The term 'families' includes people joined by marriage or civil union who live together and file their tax returns jointly, or a head of household who supports a dependent individual (such as a single parent and child). Family income does not include returns filed by single taxpayers with no dependents. People who do not file tax returns are not included. Adjusted gross income is the total compensation before taxes are deducted, minus allowable tax reductions. The median income is the middle value when tax returns are arranged from lowest to highest.

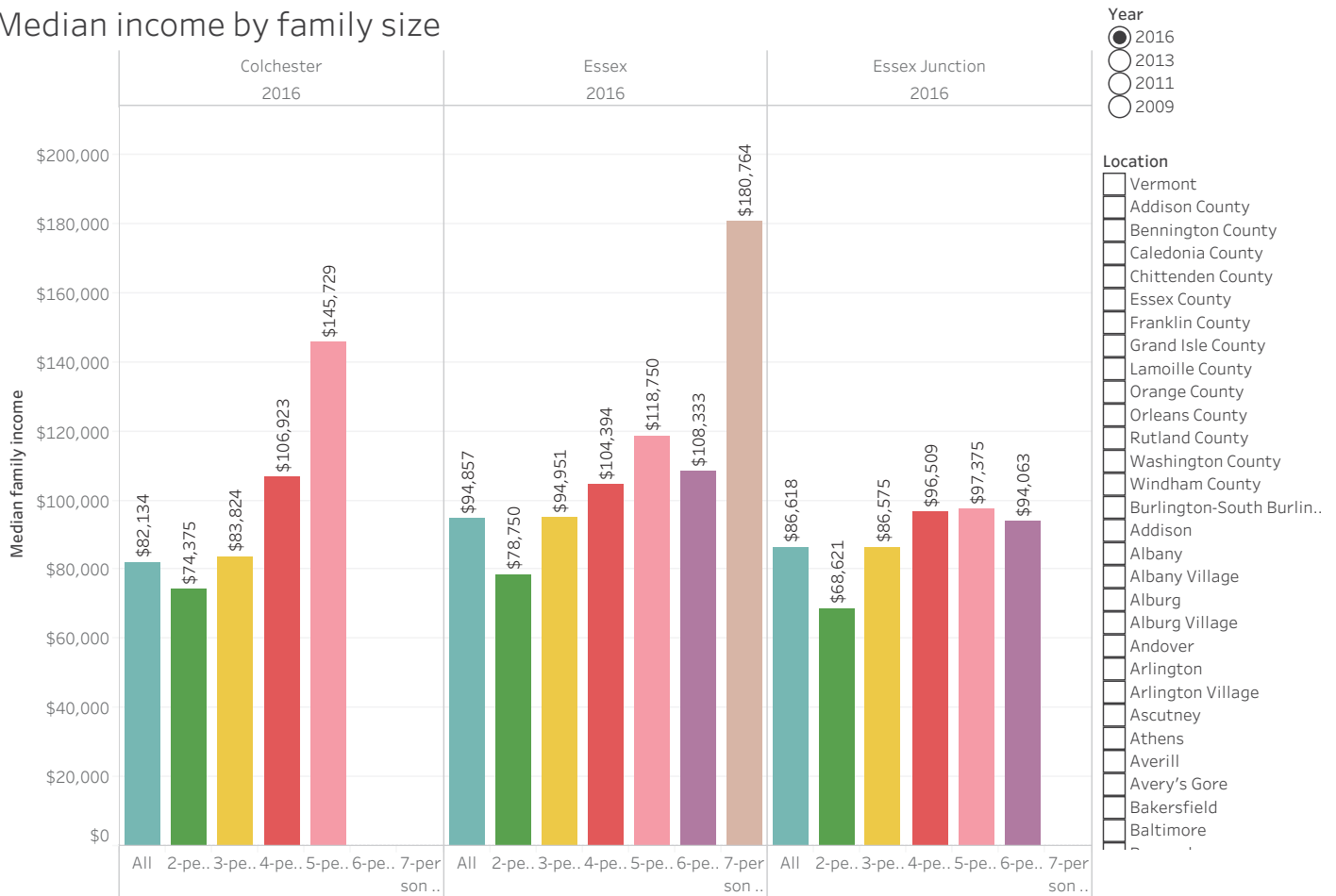
### Year

- ☒ 2016
- ☒ 2015
- ☒ 2014
- ☐ 2013
- ☐ 2012
- ☐ 2011
- ☐ 2010
- ☐ 2009
- ☐ 2008

### Location

- ☐ Vermont
- ☐ Addison County
- ☐ Bennington County
- ☐ Caledonia County
- ☐ Chittenden County
- ☐ Essex County
- ☐ Franklin County
- ☐ Grand Isle County
- ☐ Lamoille County
- ☐ Orange County
- ☐ Orleans County
- ☐ Rutland County
- ☐ Washington County
- ☐ Windham County
- ☐ Windsor County
- ☐ Addison
- ☐ Albany
- ☐ Alburg
- ☐ Andover
- ☐ Arlington
- ☐ Athens
- ☐ Averill
- ☐ Bakersfield
- ☐ Baltimore

## Median income by family size



### Source:

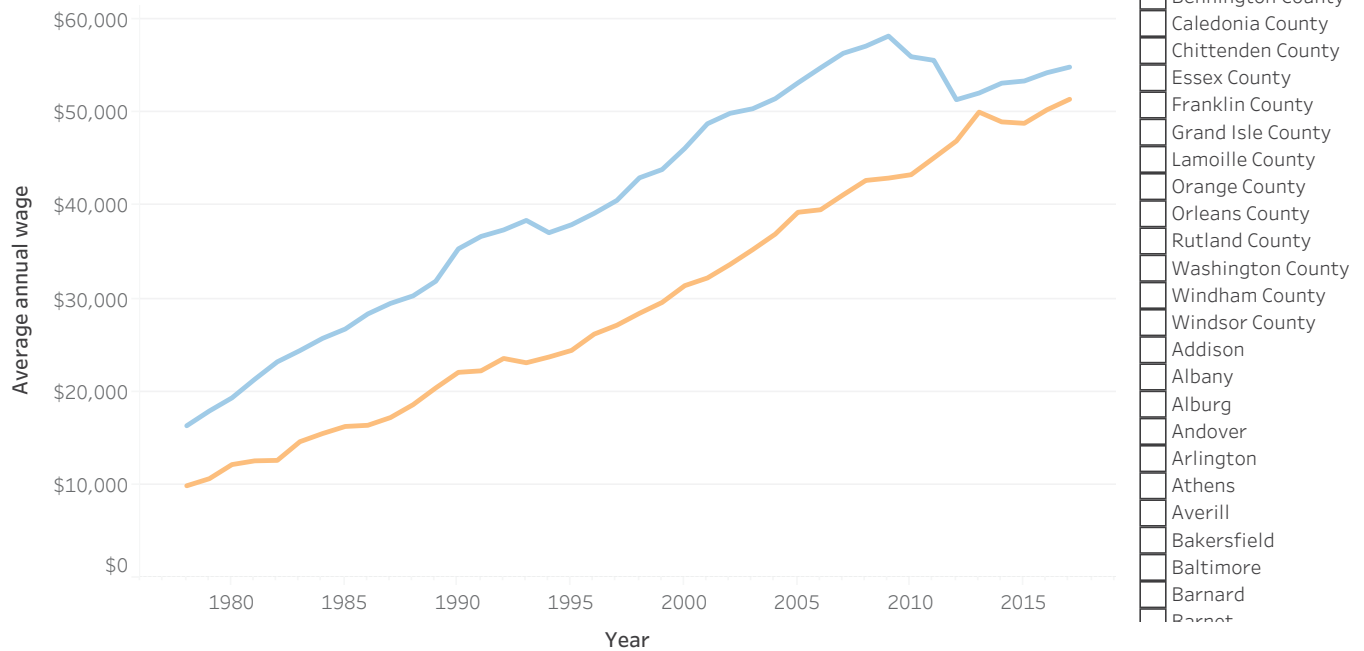
U.S. Census Bureau: American Community Survey 5-year estimates (Table B19119), U.S. Decennial Census (for years 2010 and earlier)

### Description:

Family income refers to the total unadjusted compensation or wages received by family members aged 15+ living in the same household, prior to tax deductions. A family group is any two or more people (not necessarily including a householder) residing together, and related by birth, marriage, or adoption. The median income is the middle value when family incomes are arranged from lowest to highest.

## Wages

Average wage of employees working in this location  
(Employer-reported)



**Location**

Colchester Essex

**Year**

- ☒ 2017
- ☐ 2016
- ☐ 2015
- ☐ 2014
- ☐ 2013
- ☐ 2012
- ☐ 2011
- ☐ 2010
- ☐ 2009
- ☐ 2008
- ☐ 2007
- ☐ 2006
- ☐ 2005

Year	Location	Annual average wage
2017	Colchester	\$51,427
	Essex	\$54,884

**Source:**

Vermont Department of Labor

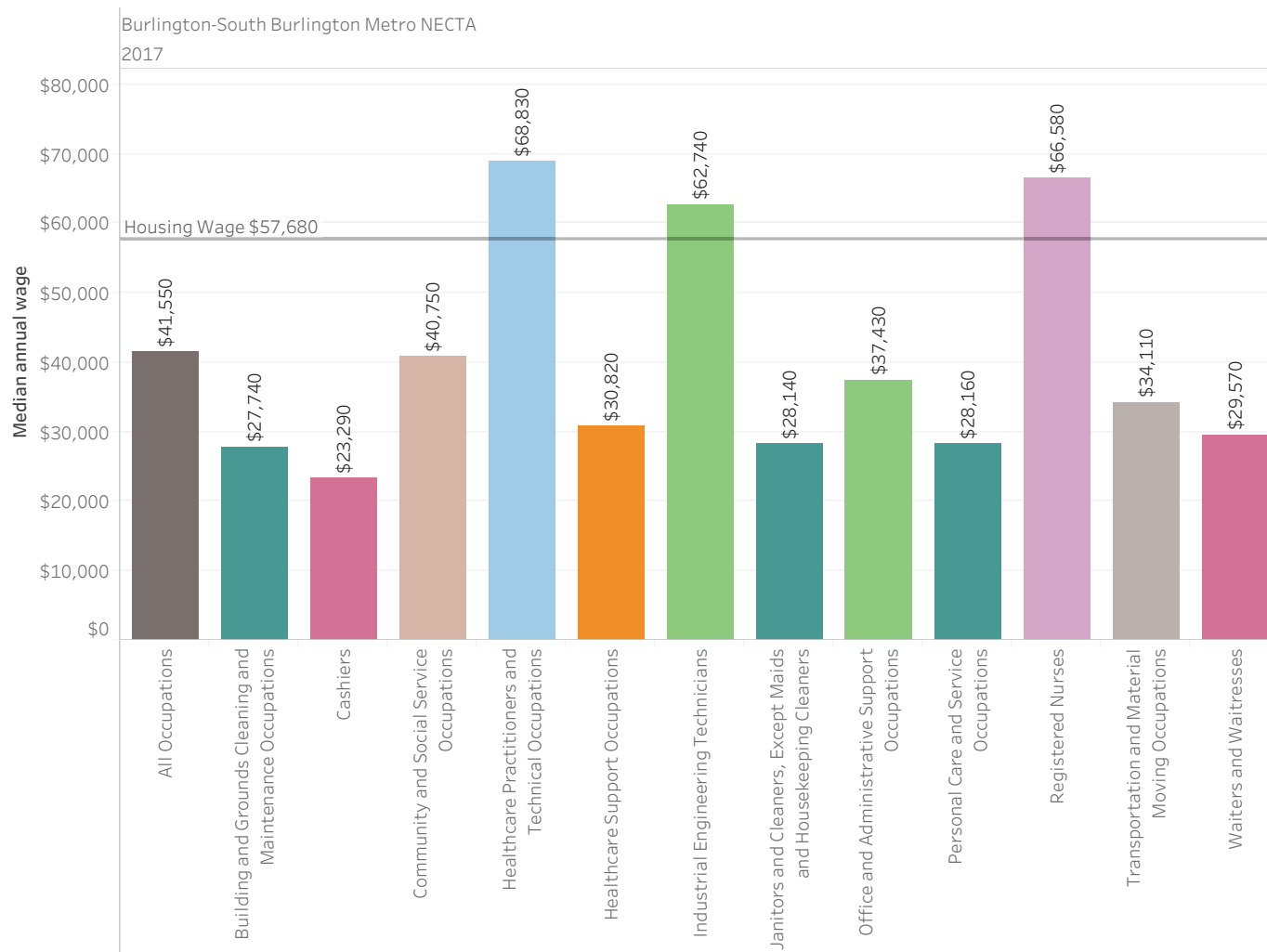
**Description:**

The annual average wage is a figure computed from total wages divided by annual average employment. Because it is an average of aggregate data the annual average wage should not be used to estimate hourly wages. Employment and wage data cover hourly workers, salaried workers, and persons paid on a commission basis and who may be working full-time, part-time, or overtime. The annual average employment and wage figures can be influenced by the composition of these items and should be interpreted with caution. The main activities NOT included are self employment, railroads, and small agricultural activities. Employment is based on the location of the employer.

## Median wage by occupation

Occupation  
Multiple values

Location  
☐ Vermont Statewide  
☒ Burlington-South Burlington Metro NECTA  
☐ Northern VT Balance of State  
☐ Southern VT Balance of State



### Source:

Vermont Department of Labor, Economic & Labor Market Information, Occupational Employment Statistics (OES) program in cooperation with the U.S. Bureau of Labor Statistics and National Low Income Housing Coalition

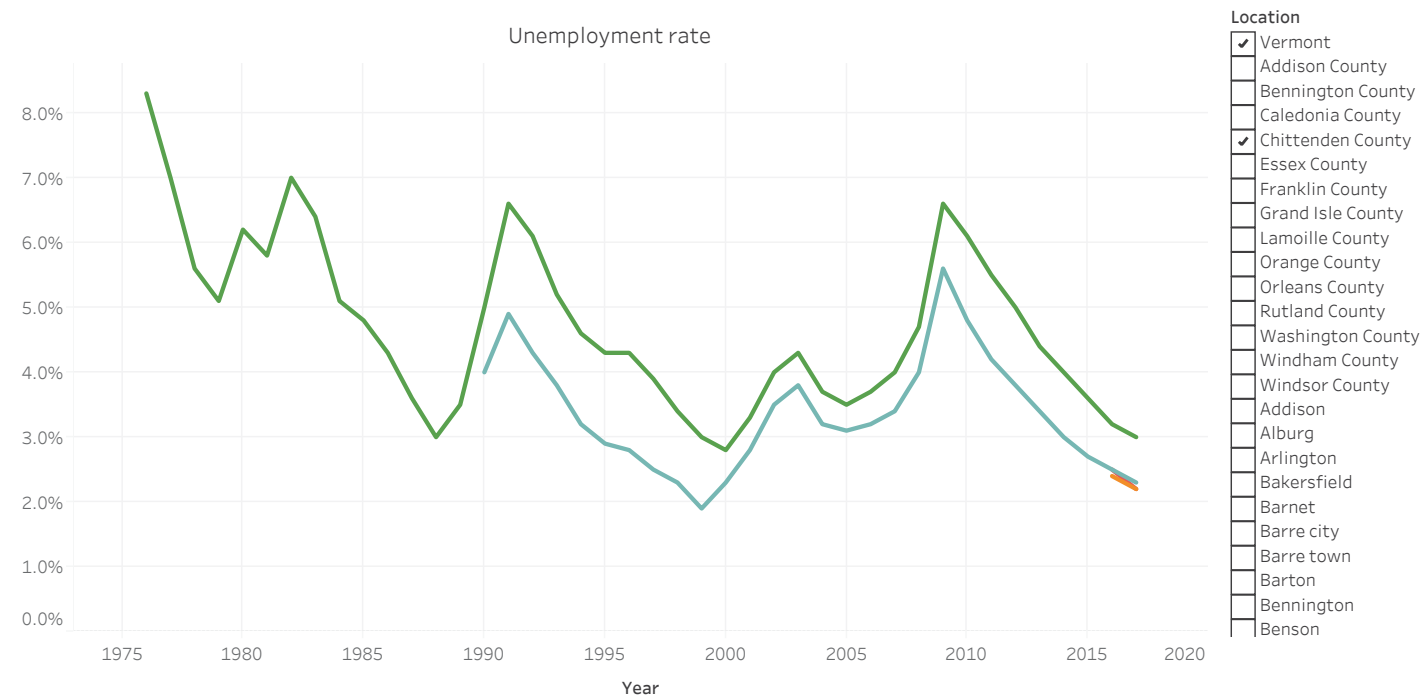
### Description:

The median wage and employee data shown here is from the OES survey, a semiannual survey measuring occupational employment and wage rates for wage and salary workers in nonfarm establishments in Vermont. Each year, surveys are mailed to establishments in May and November. Annual wage estimates have been calculated by multiplying the hourly mean wage by a "year-round, full-time" hours figure of 2,080 hours; for those occupations where there is not an hourly mean wage published, the annual wage has been directly calculated from the reported survey data.

Median wages are shown for individual occupations as well as groups of occupations (e.g. "Chefs" and "Food Preparation and Serving Related Occupations"). Estimated employees for detailed occupations do not sum to the totals because for occupation groups the group totals include occupations not shown separately. Occupations with less than 1,000 workers have been excluded. Estimates do not include self-employed workers. For information on the definition of the 3 labor market areas see: <http://www.vtlni.info/oessmap2015.pdf>. For total numbers of employees, view the "Labor Force" visualization.

The housing wage shown here is the estimated annual income needed to afford a 2 bedroom apartment at the Fair Market Rent for the Burlington-South Burlington metropolitan statistical area, the balance of the state and for the state as a whole.

# Labor force



Location

☒ Vermont ☐ Chittenden County ☐ Colchester ☐ Essex

Year		Vermont	Chittenden County	Colchester	Essex
<input checked="" type="checkbox"/> 2017					
<input type="checkbox"/> 2016					
<input type="checkbox"/> 2015					
<input type="checkbox"/> 2014					
<input type="checkbox"/> 2013					
<input type="checkbox"/> 2012					
<input type="checkbox"/> 2011					
<input type="checkbox"/> 2010					
<input type="checkbox"/> 2009					
<input type="checkbox"/> 2008					
<input type="checkbox"/> 2007					
<input type="checkbox"/> 2006					
<input type="checkbox"/> 2005					
<input type="checkbox"/> 2004					
<input type="checkbox"/> 2003					
<input type="checkbox"/> 2002					
<input type="checkbox"/> 2001					

	2017	2017	2017	2017
Labor force	344,760	95,645	10,897	12,504
Employment	334,378	93,463	10,658	12,229
Unemployment	10,382	2,182	239	275
Unemployment rate	3.0%	2.3%	2.2%	2.2%

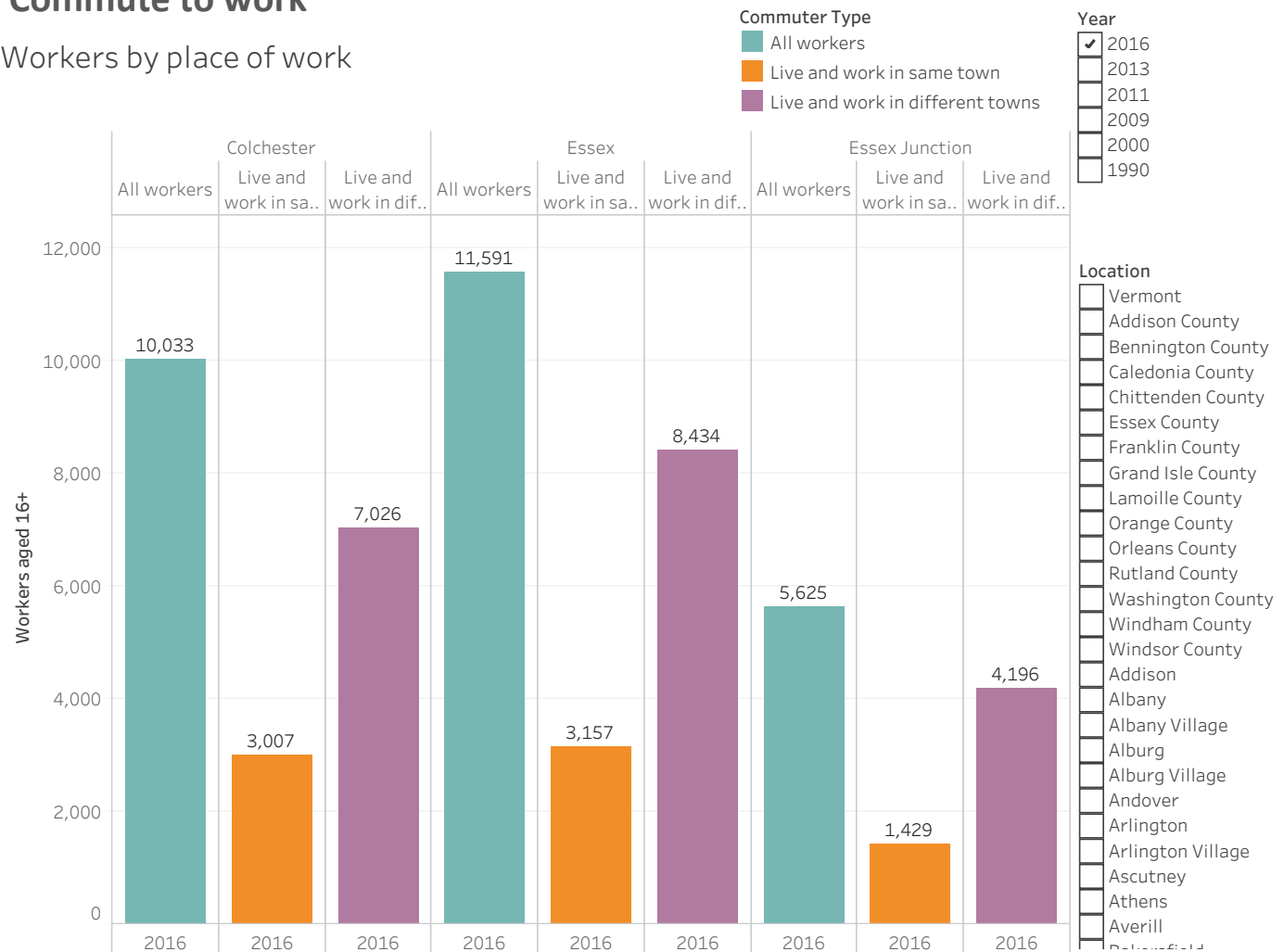
Source:  
Vermont Department of Labor

Description:  
The labor force includes all civilian non-institutional population classified as employed or unemployed. The employment figures from this data source are an average of the monthly employment figures for the calendar year. The unemployment rate is the percentage of unemployed members of the total civilian labor force within the given geographic region.



## Commute to work

### Workers by place of work



#### Source:

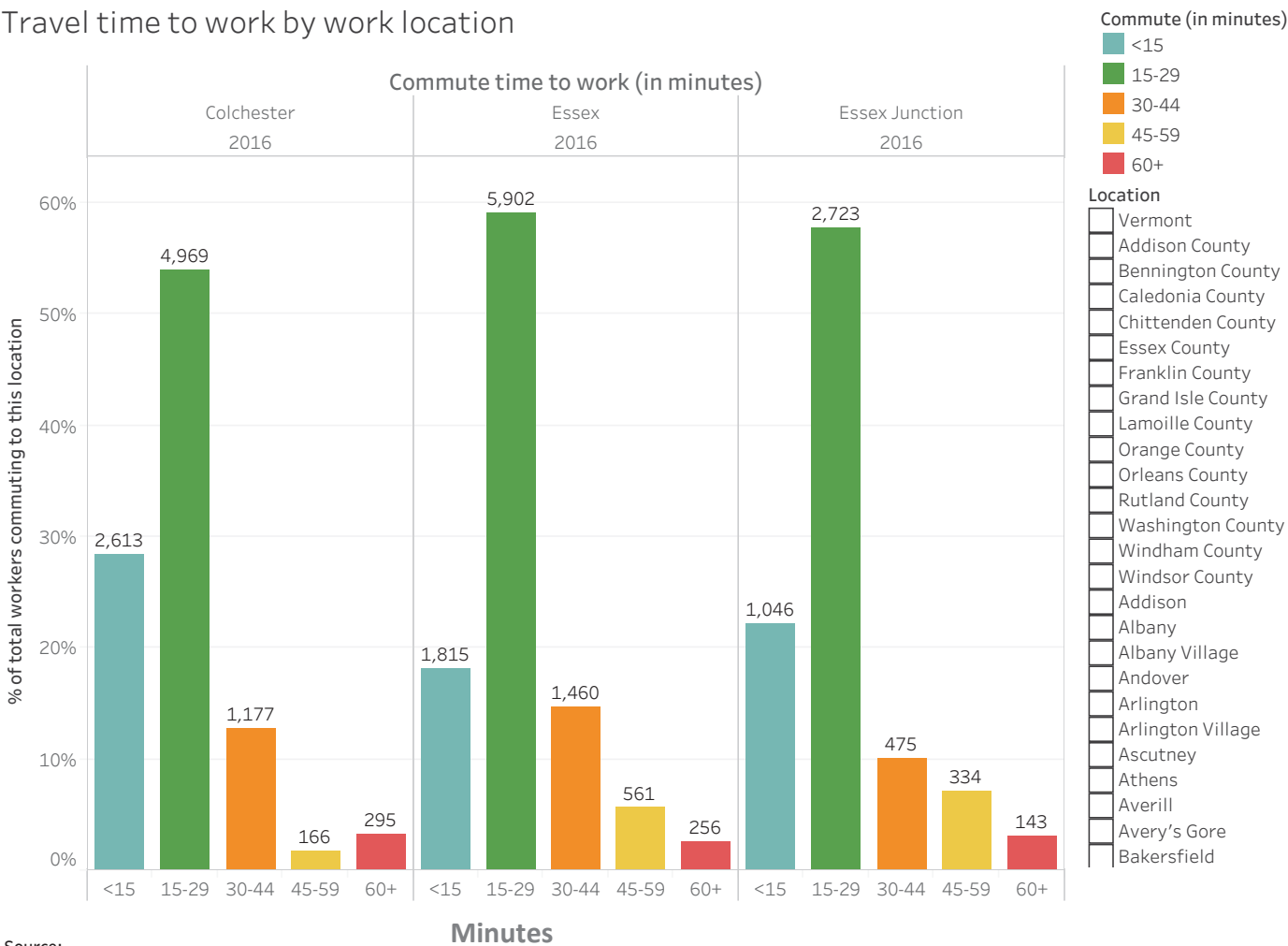
U.S. Census Bureau: American Community Survey 5-year estimates (Table B08009), U.S. Decennial Census (for years 2010 and earlier)

#### Description:

This data pertains to workers of the geographic area selected. This information can help determine if there is adequate housing for the workers who work in the selected area. Workers includes those age 16 years old and older. Respondents were asked whether or not the place of work was inside or outside the limits of the city or town of residence. For respondents with more than one job, the job with the greatest number of hours was reported. People who did not work during the week prior to when the survey was administered are not counted, therefore the survey likely undercounts the total employment. For more comprehensive data on the number of total workers, view the *Labor Force* visualization.

Note: Calculation for workers who live and work in the same town has not been computed for years prior to 2016.

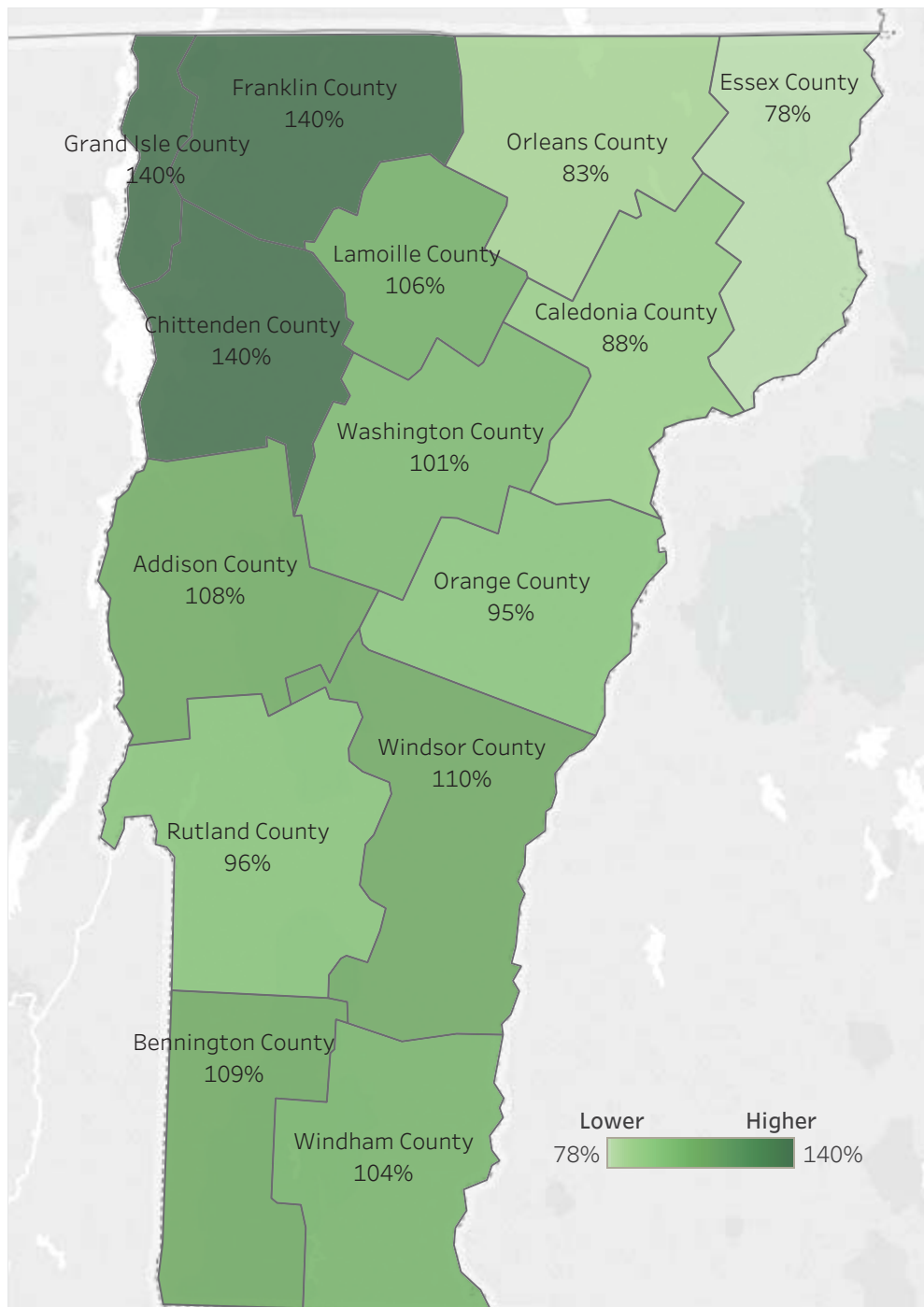
# Travel time to work by work location



Source:  
U.S. Census Bureau: American Community Survey 5-year estimates (Table B08303)

Description:  
Workers include persons 16 years and over who are employed in the selected area. Travel time to work refers to the total number of minutes that it usually took the worker to get from home to work. The elapsed time includes time spent waiting for public transportation, picking up passengers in carpools, and time spent in other activities related to getting to work. This data set does not work include workers who did not work during the week prior to when the survey was administered. This data set does not include workers who work at home, therefore the number of workers counted is fewer than those in the *Workers by place of work* visualization (above). For more comprehensive data on the number of total workers, view the *Labor Force* visualization.

## Percentage of SSI needed to afford a 1 bedroom apartment at Fair Market Rent



### Year

- 2018
- 2016
- 2015
- 2013
- 2010
- 2009

### Source:

Social Security Administration (SSA)

### Description:

The Supplemental Security Income (SSI) program pays benefits to disabled adults and children who have limited income and resources and to people 65 and older without disabilities who meet the financial limits.

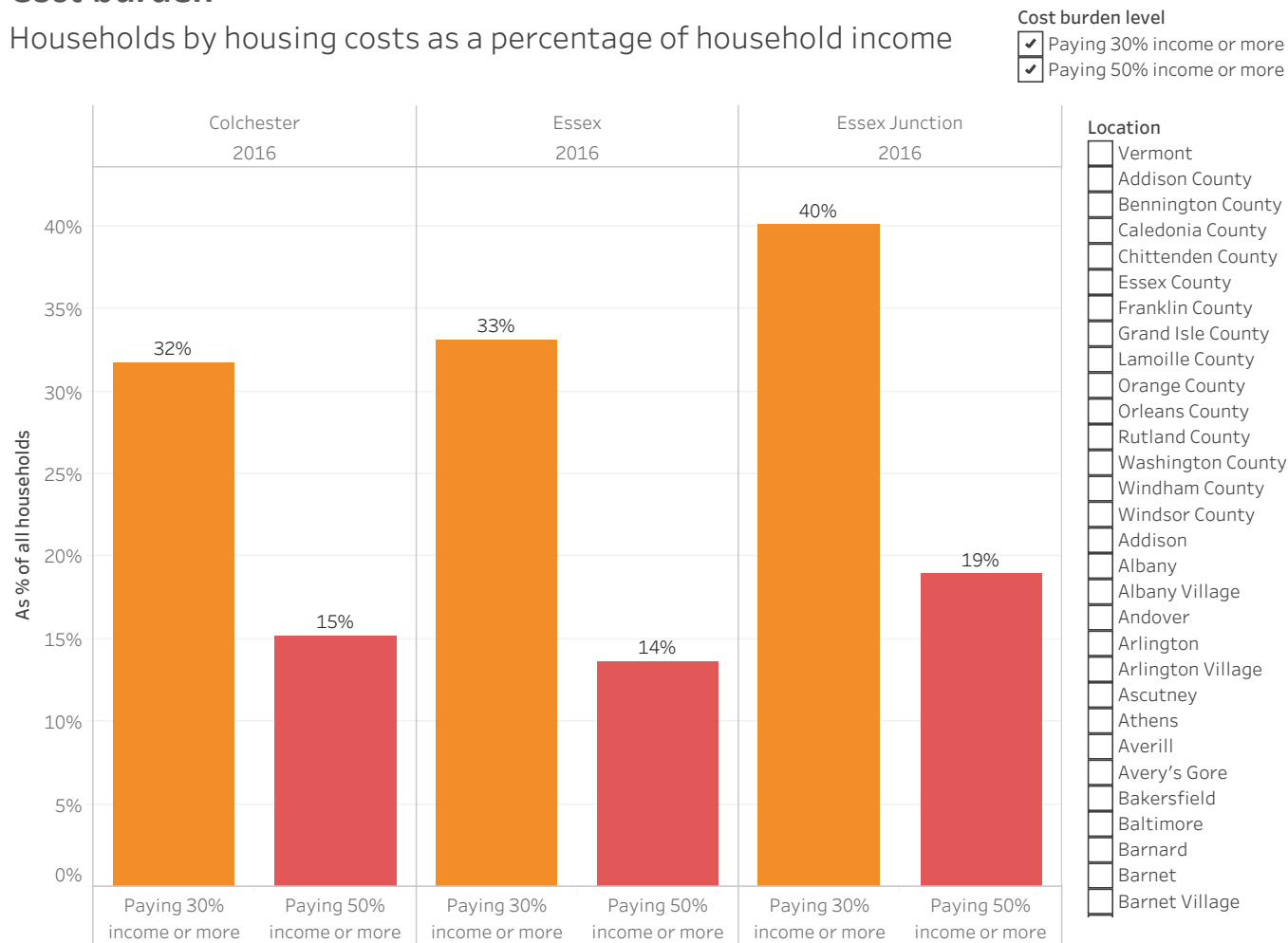
This report statistically compares income available from SSI benefits with the cost of a one bedroom apartment at HUD's Fair Market Rent levels.

HUD Fair Market Rents (FMRs) are the 40th percentile of gross rents for typical, non-substandard rental units occupied by recent movers in a local housing market.

Note: Data is missing in several years for this data set

## Cost burden

### Households by housing costs as a percentage of household income



**Source:**

U.S. Census Bureau: American Community Survey 5-year estimates (Table B25070, B25095)

**Description:**

This table shows the percentage of total households in selected area paying either 30% or 50% of their household income or more towards housing expenses. This can include rent, mortgages, real estate taxes, various insurances, mobile home costs, and/or condominium fees as well as the estimated average monthly cost of utilities. 30% is the federal standard of housing affordability. When households spend more than 30% of their income on rent, it can be difficult to afford other basic necessities such as food, transportation, and healthcare. Households spending more than 30% are considered cost-burdened, and households spending more than 50% are considered severely cost-burdened.

## Cost burdened households by tenure

### Cost burden level

- ☒ Paying 30% income or more
- ☒ Paying 50% income or more

### Household type

- ☒ Owners
- ☒ Renters

Location	Household type	Cost burden level	All households	Cost burdened households	% of households
			2016	2016	2016
Essex	Owners	Paying 30% income or more	5,953	1,508	25%
		Paying 50% income or more	5,953	587	10%
	Renters	Paying 30% income or more	2,395	1,252	52%
		Paying 50% income or more	2,395	552	23%
Essex Junction	Owners	Paying 30% income or more	2,568	818	32%
		Paying 50% income or more	2,568	345	13%
	Renters	Paying 30% income or more	1,500	813	54%
		Paying 50% income or more	1,500	427	28%

### Location

- ☐ Vermont
- ☐ Addison County
- ☐ Bennington County
- ☐ Caledonia County
- ☐ Chittenden County
- ☐ Essex County
- ☐ Franklin County
- ☐ Grand Isle County
- ☐ Lamoille County
- ☐ Orange County
- ☐ Orleans County
- ☐ Rutland County
- ☐ Washington County
- ☐ Windsor County
- ☐ Addison
- ☐ Albany
- ☐ Albany Village
- ☐ Andover
- ☐ Arlington
- ☐ Arlington Village
- ☐ Ascutney
- ☐ Athens
- ☐ Averill
- ☐ Avery's Gore
- ☐ Bakersfield
- ☐ Baltimore
- ☐ Barnard
- ☐ Barnet
- ☐ Barnet Village
- ☐ Barre City

### Source:

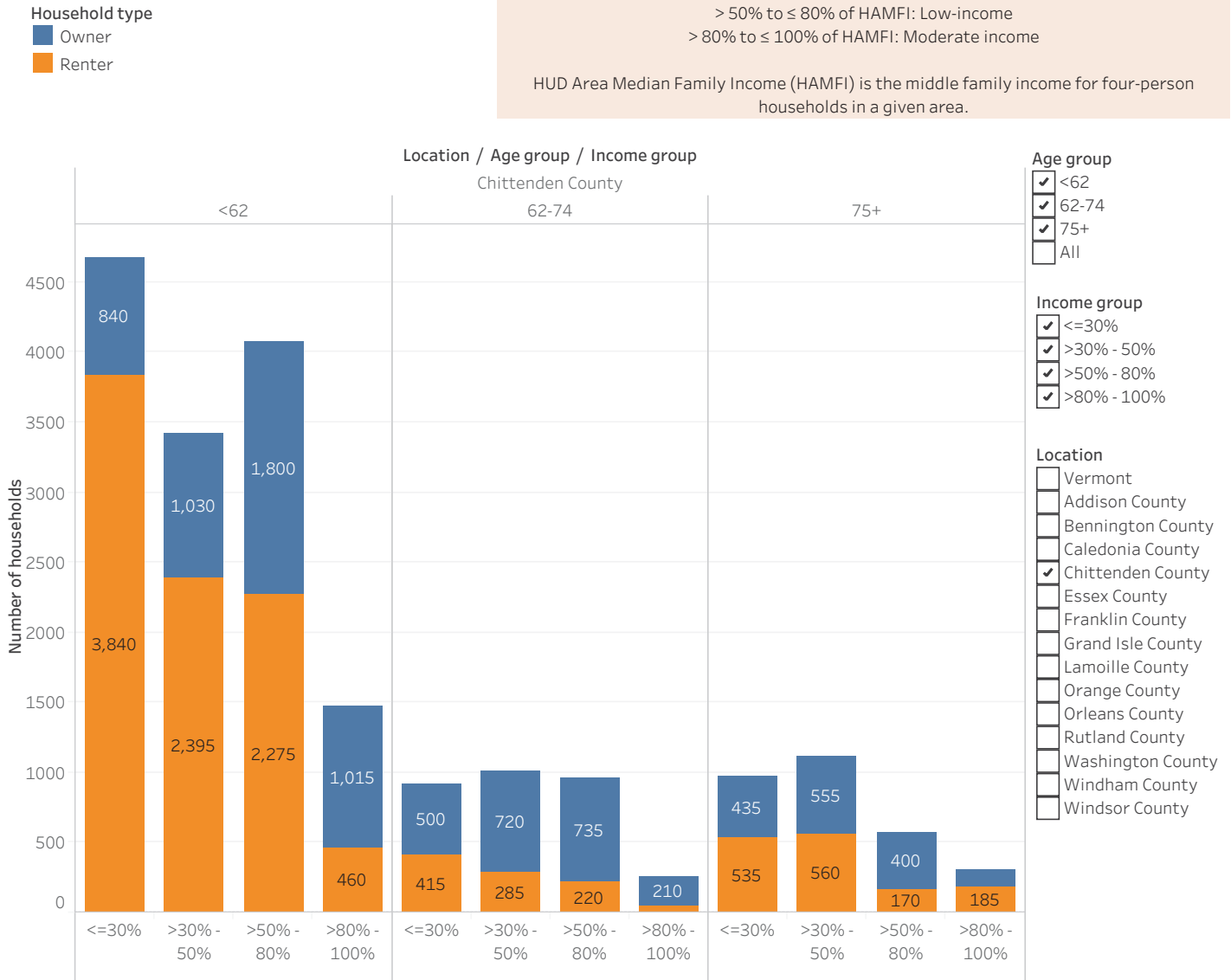
U.S. Census Bureau: American Community Survey 5-year estimates (Table B25070, B25095)

### Description:

This table shows the percentage of total households in selected area paying either 30% or 50% of their household income towards housing expenses. This can include rent, mortgages, real estate taxes, various insurances, mobile home costs, and/or condominium fees as well as the estimated average monthly cost of utilities. 30% is the federal standard of housing affordability. When households spend more than 30% of their income on rent, it can be difficult to afford other basic necessities such as food, transportation, and healthcare. Households spending more than 30% are considered cost-burdened, and households spending more than 50% are considered severely cost-burdened.

# Housing gaps

## Households with housing problems



### Source:

U.S Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS), 2015

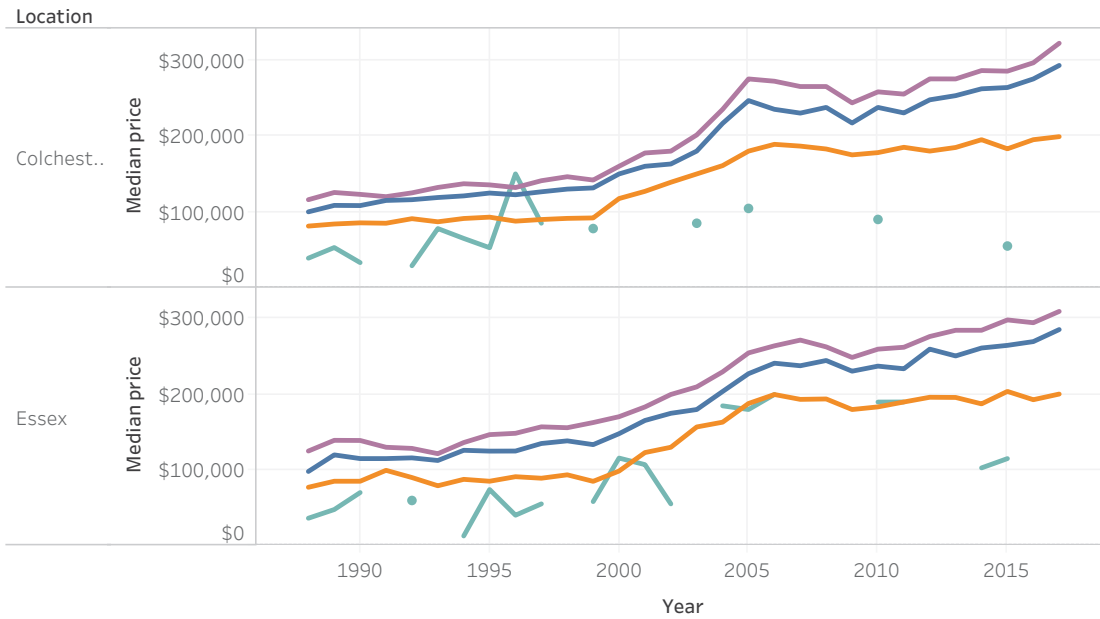
### Description:

This data set shows only households that housing problems, which can include that the housing unit lacks complete kitchen facilities, that the housing unit lacks complete plumbing facilities, that the household is overcrowded, and/or that the household is cost burdened. A household is categorized as having a housing problem if it has any one or more of these four problems. Overcrowding is defined here as having more than 1 person per room. Cost burdened is defined as monthly housing costs (including utilities) exceeding 30% of monthly income.

This data set can help determine how many households in a county or statewide have unmet housing needs.

# Homeownership Costs

## Primary Home Sales (non-vacation homes)



- Home type
- ☒ All
  - ☒ Single family
  - ☒ Condominium
  - ☒ Mobile home with land

Location

Colchester

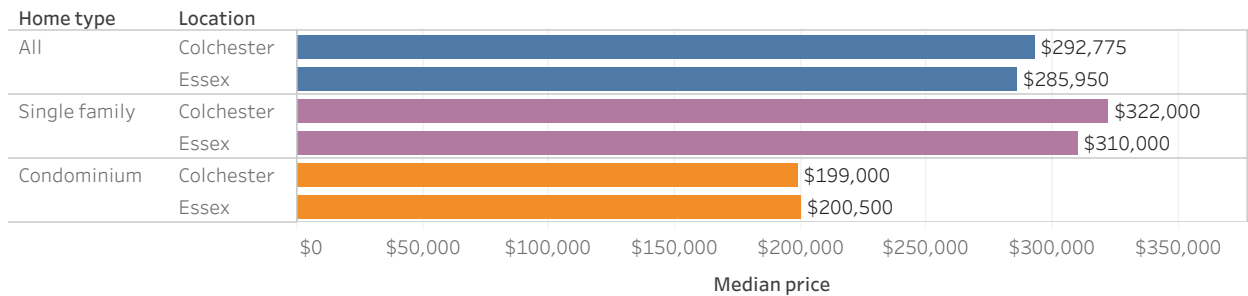
Essex

Home type

- All
- Single family
- Condominium
- Mobile home with land

Year

- ☒ 2017
- ☐ 2016
- ☐ 2015
- ☐ 2014
- ☐ 2013
- ☐ 2012
- ☐ 2011
- ☐ 2010
- ☐ 2009
- ☐ 2008
- ☐ 2007
- ☐ 2006
- ☐ 2005



### Source:

Vermont Department of Taxes: Property Transfer Tax (PTT) records

### Description:

The median price of primary residences sold is the middle selling price of all primary residences when sorted in ascending order for the given time period. Primary homes are homes designated as primary residences by the homebuyer on Property Transfer Tax records.



## Year-to-date home sales

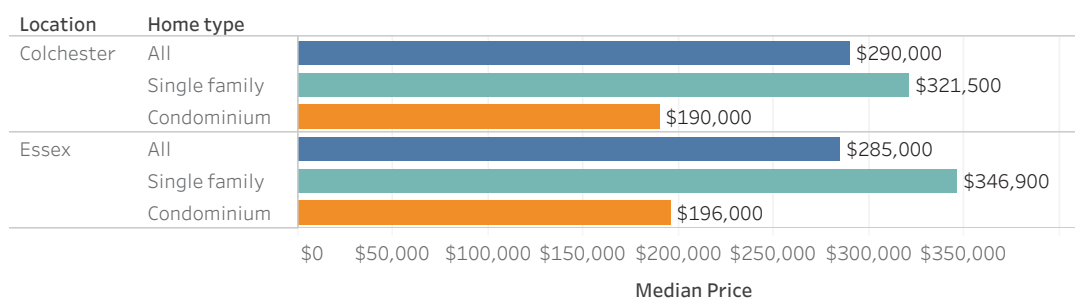
Sales period: 01/01/2018-06/30/2018

### Home type

- ☒ All
- ☒ Single family
- ☒ Condominium

### Home type

- ☒ All
- ☒ Single family
- ☒ Condominium
- ☒ Mobile home with land



### Location

- ☐ Vermont
- ☐ Addison County
- ☐ Bennington County
- ☐ Caledonia County
- ☐ Chittenden County
- ☐ Essex County
- ☐ Franklin County
- ☐ Grand Isle County
- ☐ Lamoille County
- ☐ Orange County
- ☐ Orleans County
- ☐ Rutland County
- ☐ Washington County
- ☐ Windham County
- ☐ Windsor County
- ☐ Addison
- ☐ Albany
- ☐ Alburg
- ☐ Andover
- ☐ Arlington

### Source:

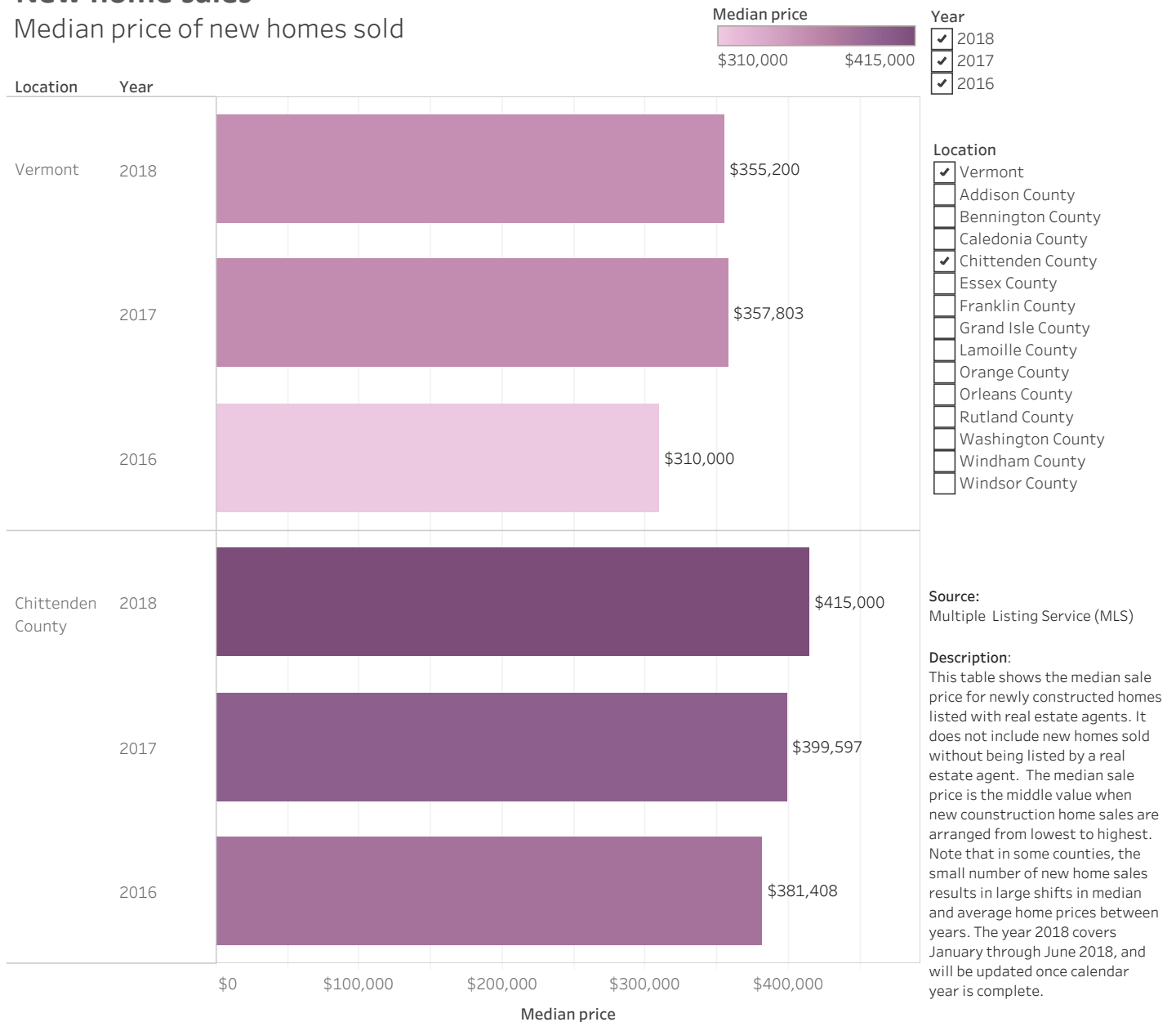
Vermont Department of Taxes: Property Transfer Tax (PTT) records

### Description:

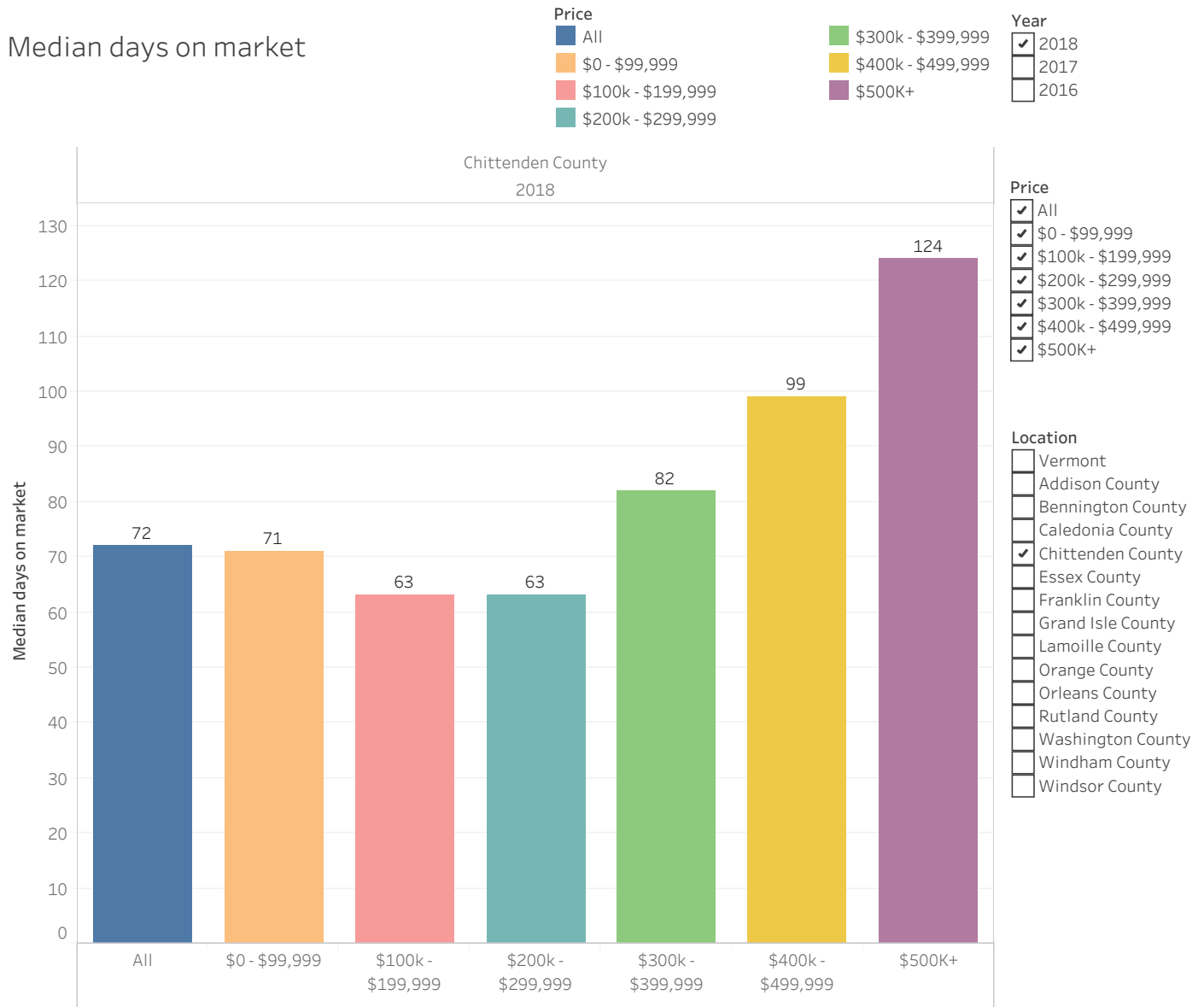
The median price of primary residences sold is the middle selling price of all primary residences when sorted in ascending order for the given time period. Primary homes are homes designated as primary residences by the homebuyer on Property Transfer Tax records.

## New home sales

Median price of new homes sold



## Median days on market



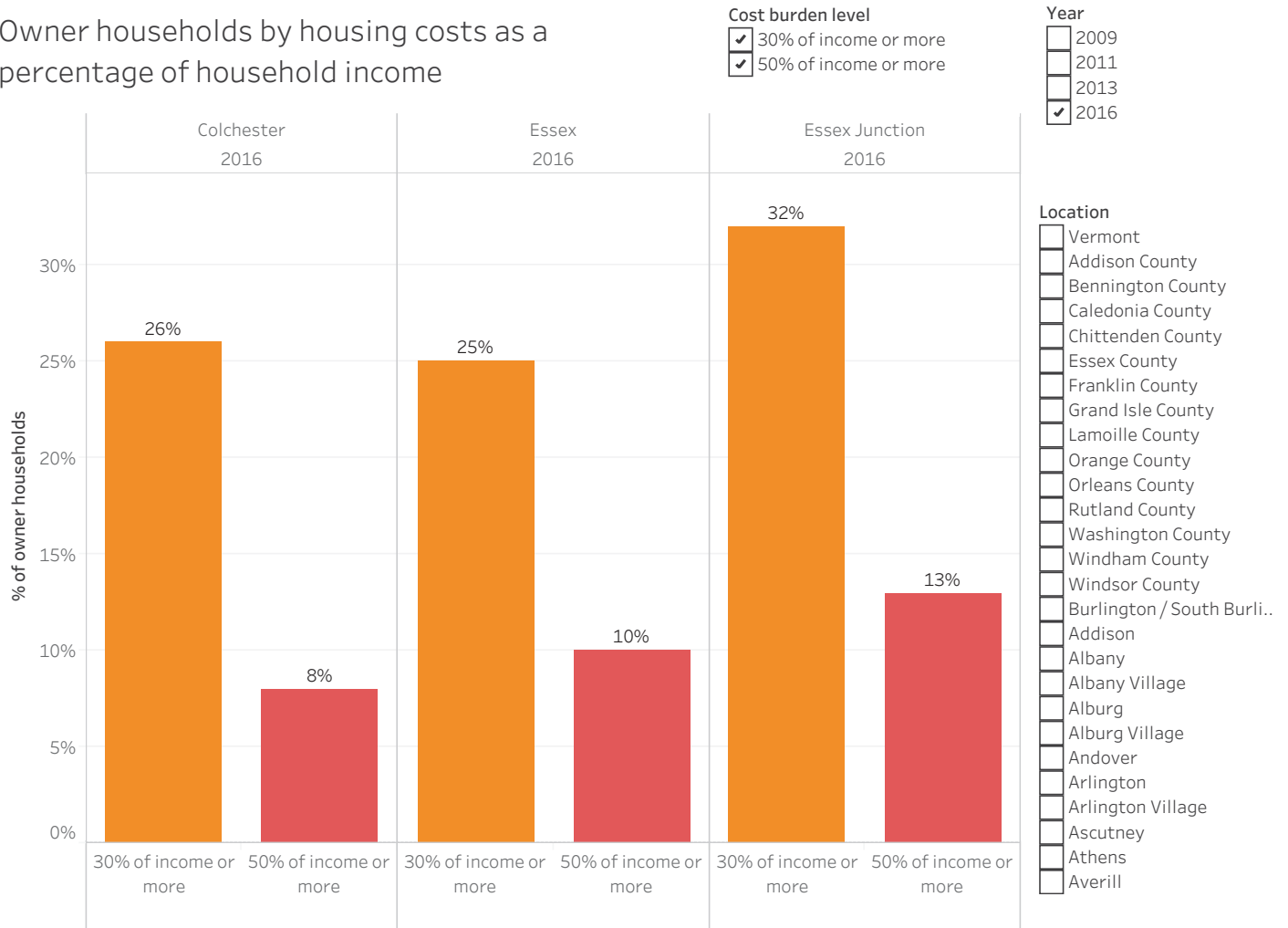
**Source:**  
Multiple Listing Service (MLS)

### Description:

Days on market (DOM) is the total number of days a real estate listing is on the active market before either an offer is accepted or the agreement between the real estate agent and seller ends. The median DOM is the middle value when home sales DOM are arranged from lowest to highest. Median DOM can serve as one indicator of homebuyer demand in an area. The year 2018 covers January through June 2018, and will be updated once calendar year is complete.

# Homeowner cost burden

Owner households by housing costs as a percentage of household income



## Source:

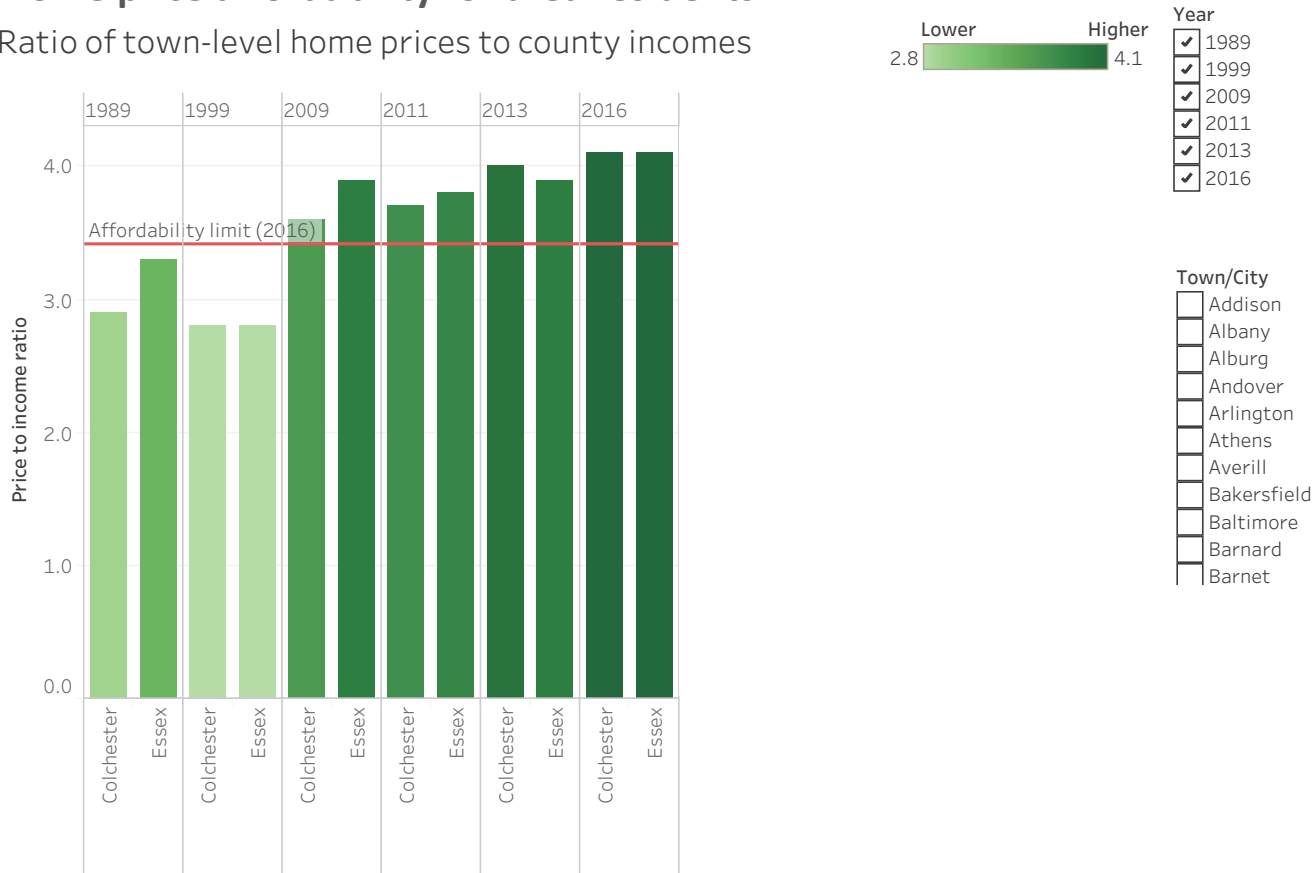
U.S. Census Bureau: American Community Survey 5-year estimates (Table B25091), US Decennial Census (for years prior to 2010)

## Description:

This table shows the percentage of total owner households in selected area paying either 30% or 50% of their household income towards housing expenses. A housing unit is defined as owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. Housing expenses can include mortgages, real estate taxes, various insurances, mobile home costs, and/or condominium fees as well as the estimated average monthly cost of utilities. 30% is the federal standard of housing affordability. When households spend more than 30% of their income on rent, it can be difficult to afford other basic necessities such as food, transportation, and healthcare. Households spending more than 30% are considered cost-burdened, and households spending more than 50% are considered severely cost-burdened.

# Home price affordability for area residents

Ratio of town-level home prices to county incomes

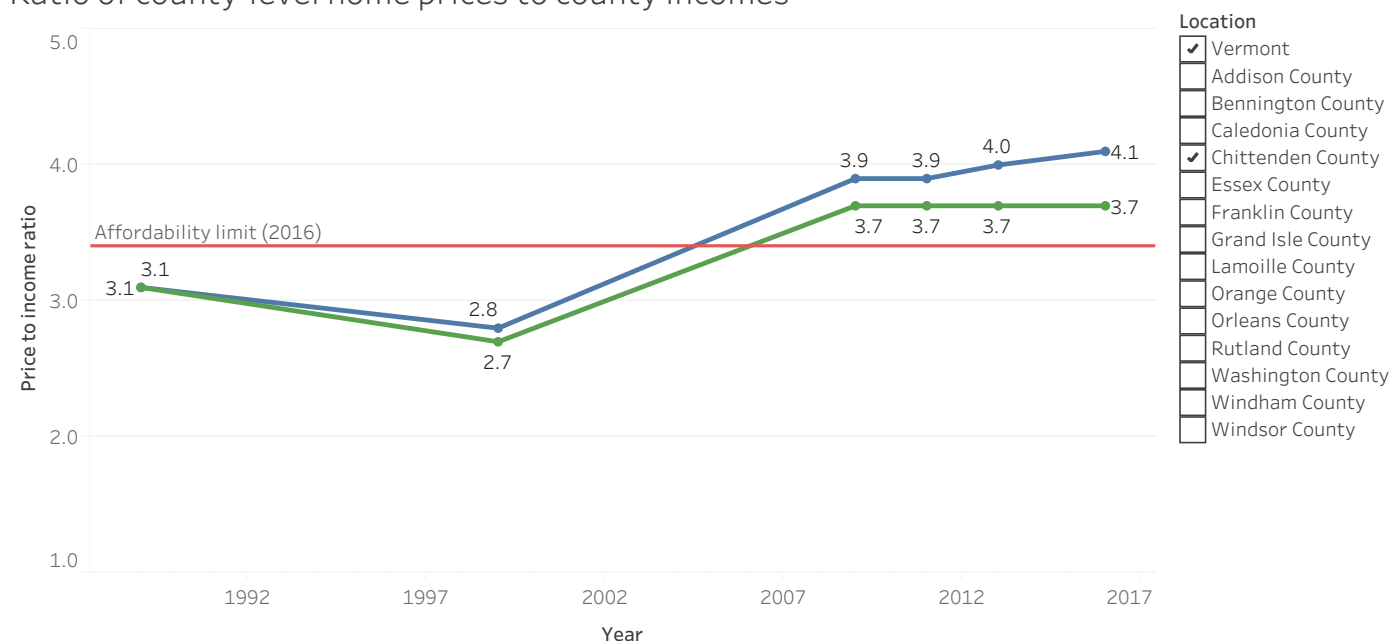


Source:  
U.S. Census Bureau: American Community Survey 5-year estimates (Table B25119), US Decennial Census (for years 2010 and earlier); Vermont Department of Taxes

Description: For towns, the price-to-income ratio is the ratio of a town's median non-vacation home price to the county's median household income. For counties, the price-to-income ratio is the ratio of the county's median non-vacation home price to it's median household income. The "Affordability limit" is the price-to-income ratio when it takes exactly 30 percent of a household's income to cover monthly housing payments, assuming 5% down payment, and average interest rates, insurance premiums, taxes and closing costs. Towns and counties with median prices above this limit are likely to be largely unaffordable for the average county resident looking to buy a home.

Note: Towns with very few homes tend to have few home sales. This can skew median home sale prices, resulting in extremely high or low price to income ratios that may not accurately reflect real market conditions.

## Ratio of county-level home prices to county incomes



Location  
 Vermont  
 Chittenden Cou..

### Source:

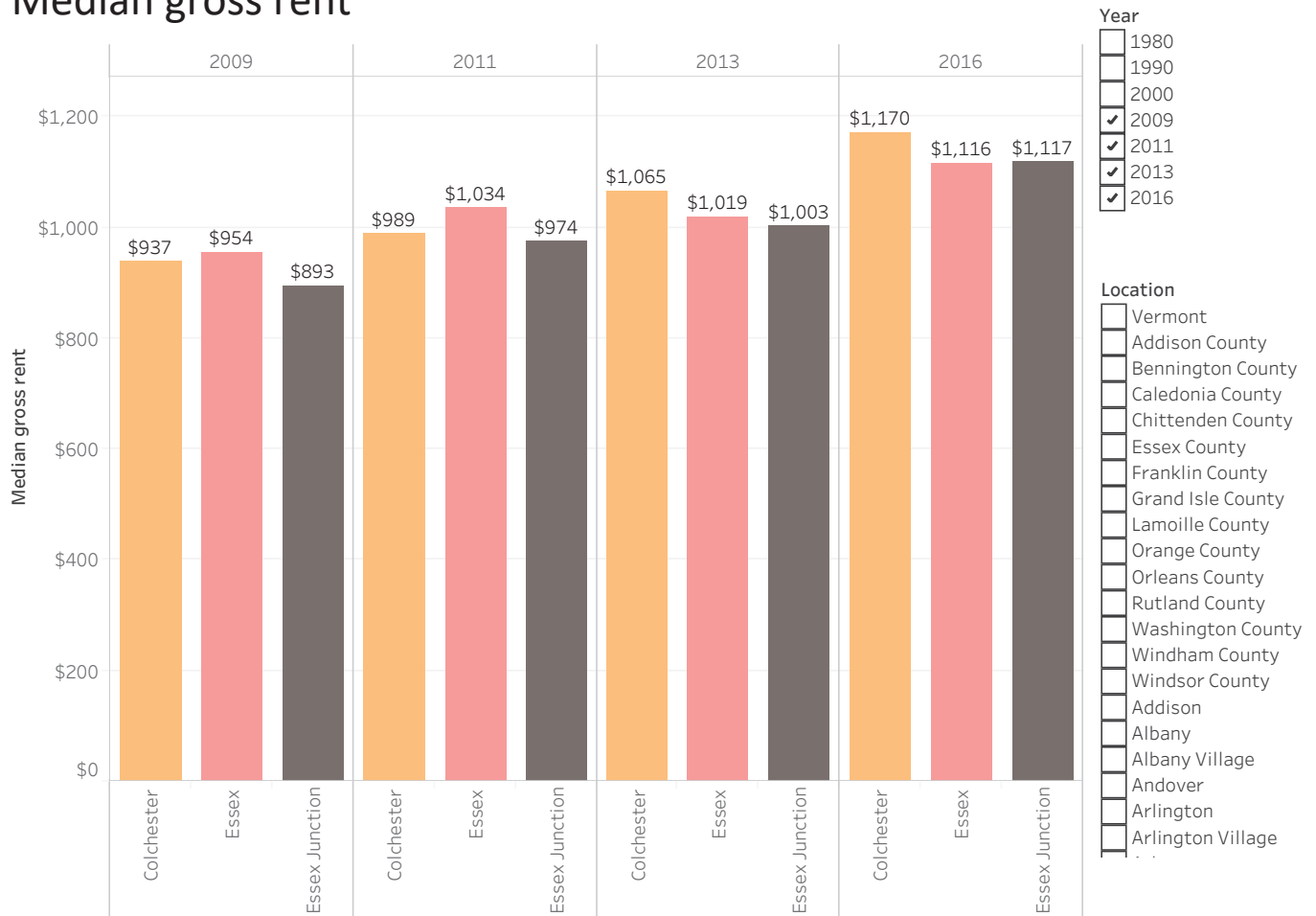
U.S. Census Bureau: American Community Survey 5-year estimates (Table B25119), US Decennial Census (for years 2010 and earlier); Vermont Department of Taxes

**Description:** For towns, the price-to-income ratio is the ratio of a town's median non-vacation home price to the county's median household income. For counties, the price-to-income ratio is the ratio of the county's median non-vacation home price to its median household income. The "Affordability limit" is the price-to-income ratio when it takes exactly 30 percent of a household's income to cover monthly housing payments, assuming 5% down payment, and average interest rates, insurance premiums, taxes and closing costs. Towns and counties with median prices above this limit are likely to be largely unaffordable for the average county resident looking to buy a home.

**Note:** Towns with very few homes tend to have few home sales. This can skew median home sale prices, resulting in extremely high or low price to income ratios that may not accurately reflect real market conditions.

# Rental Housing Costs

# Median gross rent



## Source:

U.S. Census Bureau: American Community Survey 5-year estimates (Table B25064), US Decennial Census (for years prior to 2010)

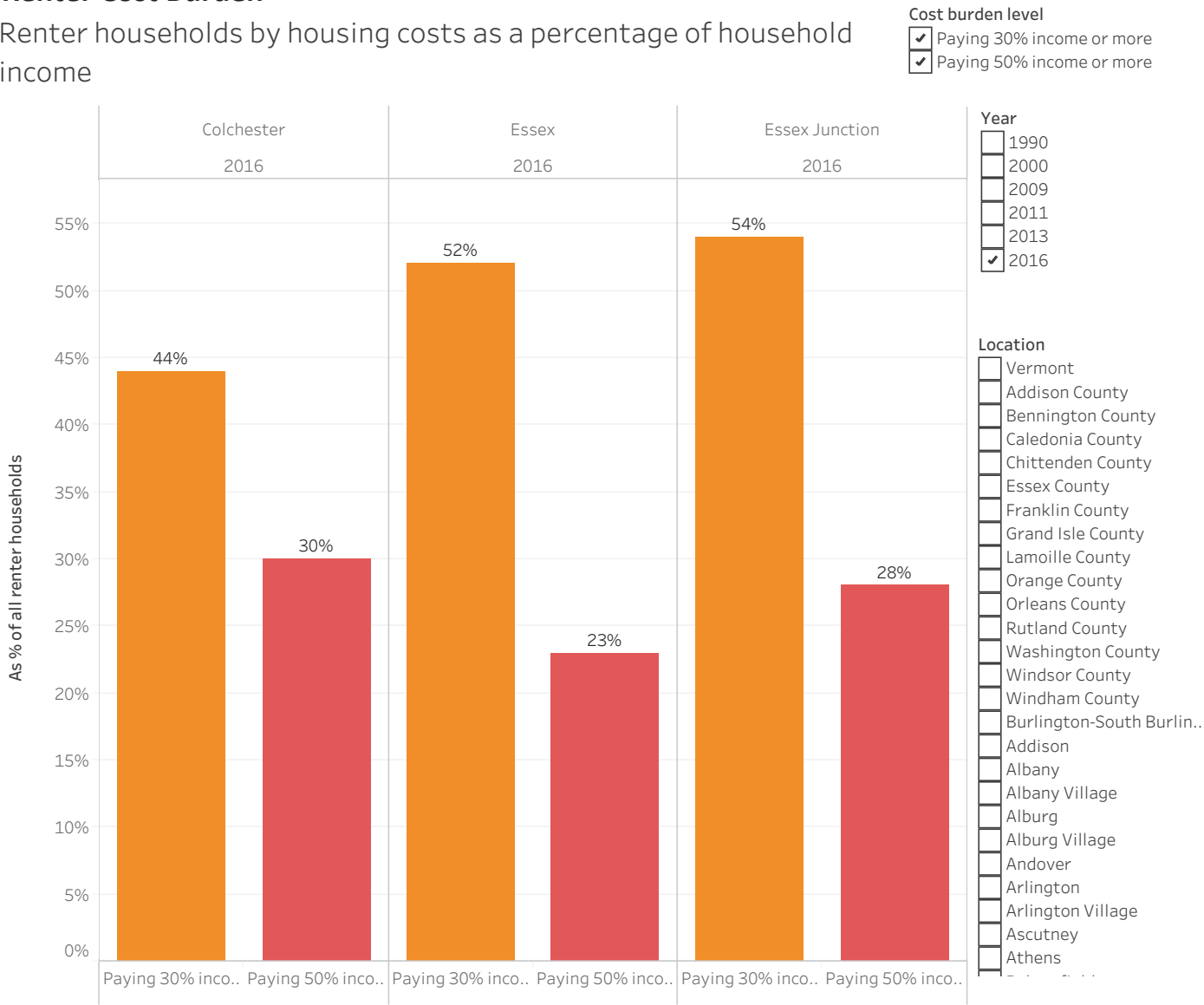
## Description:

Gross rent is the contract rent plus the estimated average monthly cost of utilities (electricity, gas, and water and sewer) and fuels (oil, coal, kerosene, wood, etc.) if these are paid by the renter (or paid for the renter by someone else). The median rent is the middle value when rents are arranged from lowest to highest.



# Renter Cost Burden

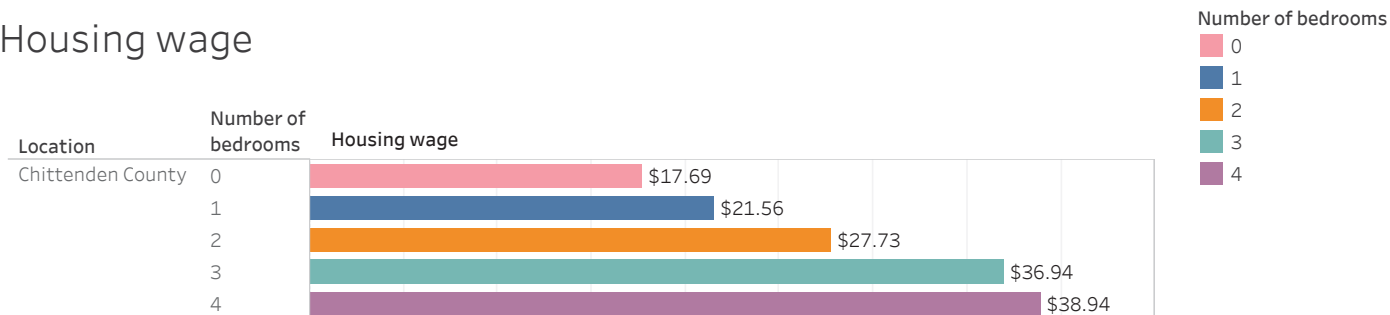
Renter households by housing costs as a percentage of household income



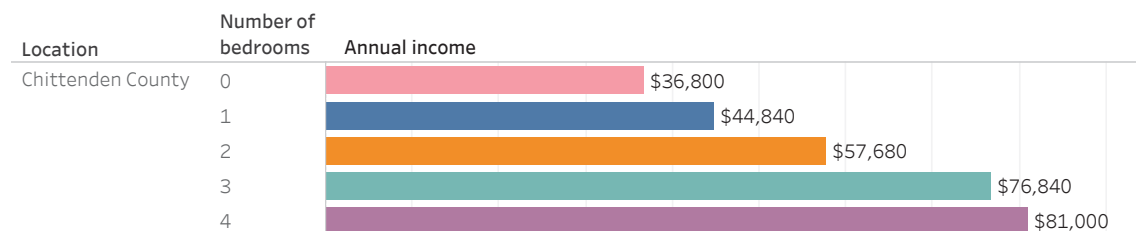
Source: U.S. Census Bureau: American Community Survey 5-year estimates (Table B25070), U.S. Decennial Census (for years 2010 and earlier)

Description: This table shows the percentage of total renter households in selected area paying either 30% or 50% of their household income towards gross rent. Gross rent is the contract rent plus the estimated average monthly cost of utilities. 30% is the federal standard of housing affordability. When households spend more than 30% of their income on rent, it can be difficult to afford other basic necessities such as food, transportation, and healthcare. Households spending more than 30% are considered cost-burdened, and households spending more than 50% are considered severely cost-burdened.

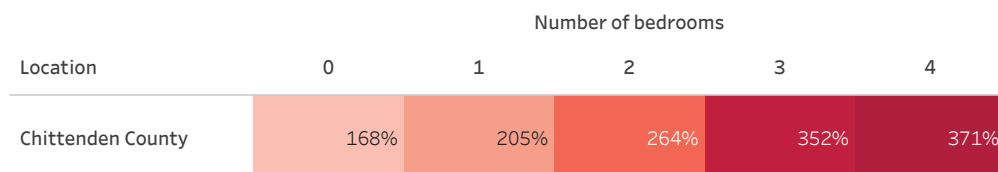
## Housing wage



## Income needed to afford an apartment



## Housing wage as a percentage of minimum wage



### Source:

National Low Income Housing Coalition (NLIHC), Out of Reach report  
<http://nlihc.org/oor>

### Description:

The Housing Wage is the hourly wage a household must earn while working 40 hours a week to afford a rental housing unit at HUD's Fair Market Rent (FMR) and pay no more than 30% of its income towards housing costs. HUD Fair Market Rents (FMRs) are the 40th percentile of gross rents for typical, non-substandard rental units occupied by recent movers in a local housing market. 30% of income is the federal standard of affordability.

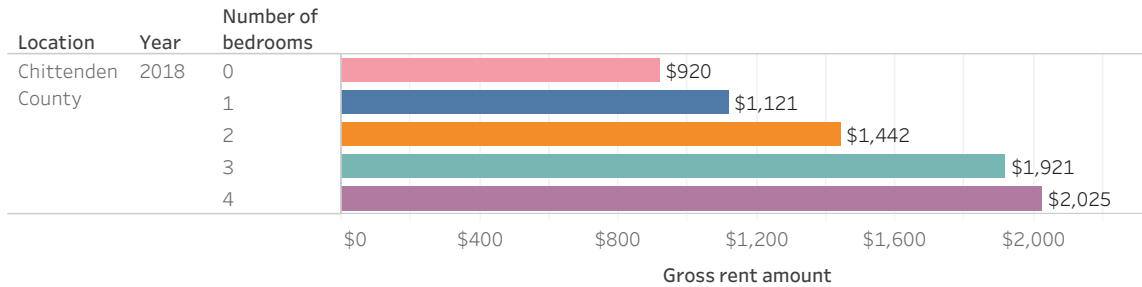
The income needed to afford an apartment at HUD's FMR is calculated by multiplying the FMR for the number of bedrooms by 12 to get the yearly rental cost and then divide by .30 to determine the total income needed for the unit to be affordable.

The Housing Wage as a percentage of minimum wage is calculated by dividing the housing wage by the Vermont minimum wage and multiplying by 100.

Note: The Housing Wage is the same in Chittenden, Franklin, and Grand Isle Counties because those counties form the Burlington-South Burlington metropolitan statistical area (MSA). HUD sets a single FMR for MSAs.

# HUD Fair Market Rent and 50% Rent

- ☒ Fair Market Rent
- ☐ 50th Percentile Rent

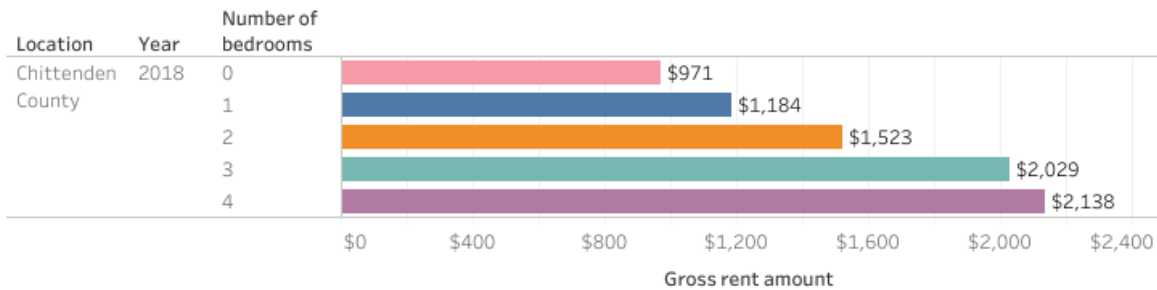


- Year
- ☒ 2018
  - ☐ 2017
  - ☐ 2016
  - ☐ 2015
  - ☐ 2014
  - ☐ 2013
  - ☐ 2012
  - ☐ 2011
  - ☐ 2010
  - ☐ 2009
  - ☐ 2008
  - ☐ 2007

- Number of bedrooms
- ☒ 0
  - ☒ 1
  - ☒ 2
  - ☒ 3
  - ☒ 4

## Select data to view below:

- ☐ Fair Market Rent
- ☒ 50th Percentile Rent



- Location
- ☐ Addison County
  - ☐ Bennington County
  - ☐ Caledonia County
  - ☒ Chittenden County
  - ☐ Essex County
  - ☐ Franklin County
  - ☐ Grand Isle County
  - ☐ Lamoille County
  - ☐ Orange County
  - ☐ Orleans County
  - ☐ Rutland County
  - ☐ Washington County
  - ☐ Windham County
  - ☐ Windsor County

## Source:

U.S Department of Housing and Urban Development (HUD)

## Description:

HUD Fair Market Rents (FMRs) are the 40th percentile of gross rents for typical, non-substandard rental units occupied by recent movers in a local housing market. HUD 50th Percentile Rents (also known as HUD 50% Rents or HUD Median Rents) are the 50th percentile of gross rents for typical, non-substandard rental units occupied by recent movers in a local housing market. Gross rent includes the shelter rent plus the cost of all utilities, except telephone/internet service. HUD estimates the FMR and Median Rent by bedroom size annually by county.

Note: Housing Wage is the same in Chittenden, Franklin, and Grand Isle Counties because those counties form the Burlington-South Burlington metropolitan statistical area (MSA). HUD sets a single FMR for MSAs.

# Housing Stockk

## Housing Stock

### Housing units by occupancy type

Location	Year	Type	Number of housing units
Colchester	2016	Owner	4,531
		Rental	2,213
		Total housing units	6,744
Essex	2016	Owner	6,092
		Rental	2,536
		Total housing units	8,628
Essex Junction	2016	Owner	2,590
		Rental	1,634
		Total housing units	4,224

#### Location

- ☐ Vermont
- ☐ Addison County
- ☐ Bennington County
- ☐ Caledonia County
- ☐ Chittenden County
- ☐ Essex County
- ☐ Franklin County
- ☐ Grand Isle County
- ☐ Lamoille County
- ☐ Orange County
- ☐ Orleans County
- ☐ Rutland County
- ☐ Washington County
- ☐ Windham County
- ☐ Windsor County
- ☐ Addison
- ☐ Albany
- ☐ Albany Village
- ☐ Andover
- ☐ Arlington
- ☐ Arlington Village
- ☐ Ascutney

#### Source:

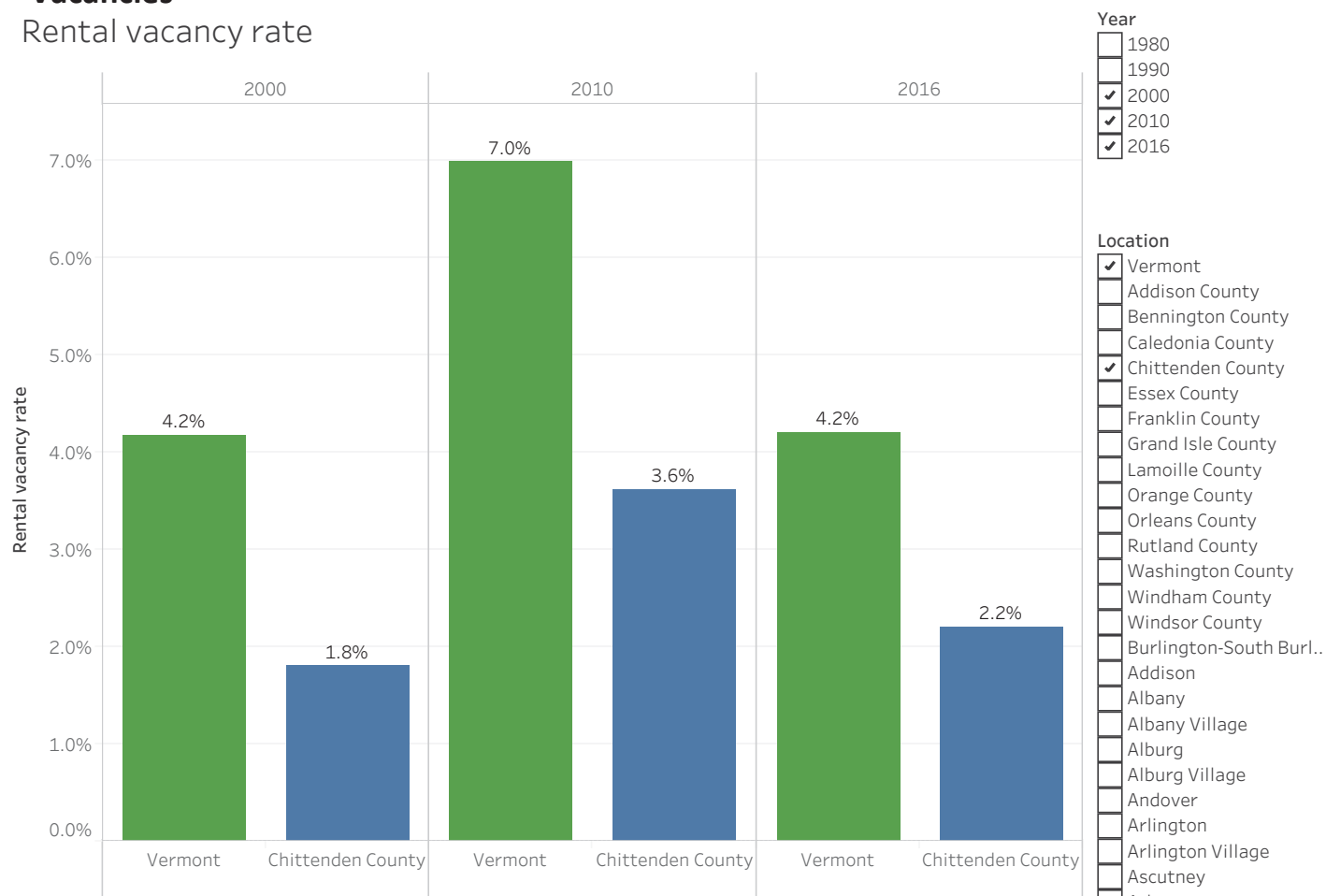
U.S. Census Bureau: American Community Survey 5-year estimates (Table B25003, B25004),

#### Description:

A housing unit is a house, an apartment, a mobile home or trailer, a group of rooms, or a single room occupied as separate living quarters, or if vacant, intended for occupancy as separate living quarters. A housing unit is defined as owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. The owner units in this data set include units occupied by the owner, and units for sale. All units which are not owner occupied, whether they are rented for cash rent, occupied without payment of cash rent, or vacant for rent, are classified as renter units. The renter units in this data set include units occupied by a renter, or units for rent. The total is the sum of these owner and renter units. This data set does not contain seasonal or vacation housing units. For seasonal homes data, view the *Vacancies* visualization.

## Vacancies

### Rental vacancy rate



#### Source:

U.S. Census Bureau: American Community Survey 5-year estimates (Table B25003, B25004), US Decennial Census (for years 2010 and earlier)

#### Description:

The rental vacancy rate is the percentage of vacant units designated for rent compared to the total rental housing units. It is computed by dividing the number of vacant units for rent by the sum of the renter-occupied units and the number of vacant units for rent. A housing unit is a house, an apartment, a mobile home or trailer, a group of rooms, or a single room intended for occupancy as separate living quarters.

Note: Rental vacancy rates are not displayed at the town or village level for years between 2010 and 2020 due to high margins of errors.

## Vacant housing units

**Year**

☒ 2016

☐ 2010

☐ 2000

☐ 1990

☐ 1980

**Location**

☐ Vermont

☐ Addison County

☐ Bennington County

☐ Caledonia County

☐ Chittenden County

☐ Essex County

☐ Franklin County

☐ Grand Isle County

☐ Orange County

☐ Orleans County

☐ Rutland County

☐ Windham County

☐ Windsor County

☐ Addison

☐ Albany

☐ Albany Village

☐ Andover

☐ Arlington

☐ Arlington Village

☐ Ascutney

☐ Athens

☐ Averill

Location	Year	Vacancy type	Data reliability rating	Number of vacant units
Colchester	2016	For rent	Use with caution	109
		Rented, not occupied	N/A	0
		For sale	Use with caution	47
		Sold, not occupied	N/A	0
		For seasonal, recreational or occasional use	Fair	371
		For migrant workers	N/A	0
		Other vacant	Use with caution	142
		Total vacant units		669
Essex	2016	For rent	Use with caution	36
		Rented, not occupied	N/A	0
		For sale	Use with caution	117
		Sold, not occupied	Use with caution	22
		For seasonal, recreational or occasional use	Use with caution	8
		For migrant workers	N/A	0
		Other vacant	Use with caution	24
		Total vacant units		207
Essex Junction	2016	For rent	Use with caution	36
		Rented, not occupied	N/A	0
		For sale	N/A	0
		Sold, not occupied	Use with caution	22
		For seasonal, recreational or occasional use	Use with caution	8
		For migrant workers	N/A	0
		Other vacant	Use with caution	24
		Total vacant units		90

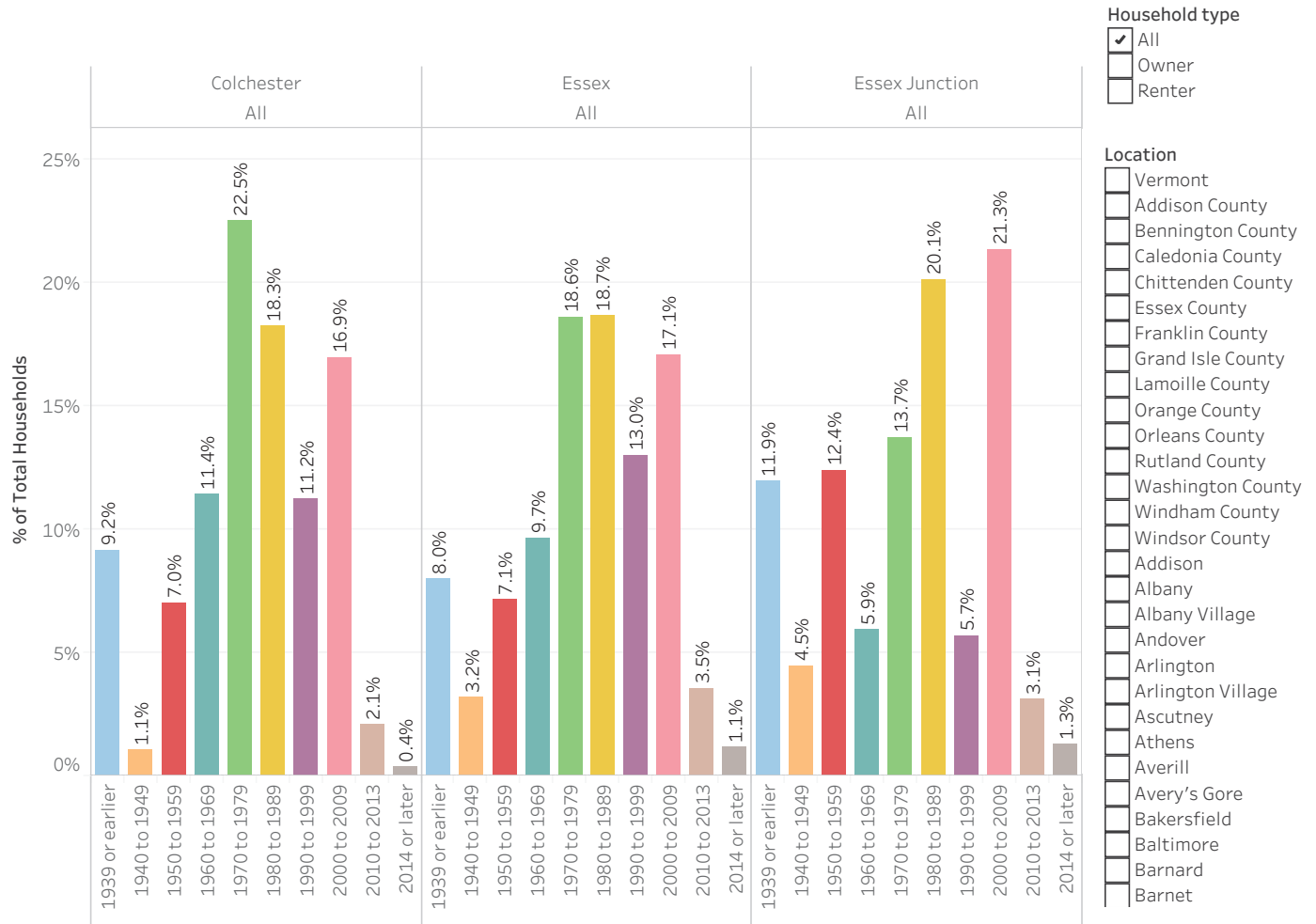
### Source:

U.S. Census Bureau: American Community Survey 5-year estimates (Table B25004), U.S. Decennial Census (for years 2010 and earlier)

### Description:

A housing unit is a house, an apartment, a mobile home or trailer, a group of rooms, or a single room intended for occupancy as separate living quarters. A housing unit is vacant if no one is living in it at the time of interview. Units occupied only by persons who are staying two months or less and who have a more permanent residence elsewhere are classified as vacant. Seasonal, recreational, or occasional use units are units used or intended for use only in certain seasons or for occasional use throughout the year. Interval ownership units, such as timesharing condominiums, are included in this category. New units not yet occupied are classified as vacant housing units if construction has reached a point where all exterior windows and doors are installed and final usable floors are in place. Vacant units are excluded from the housing inventory if they are open to the elements or display a sign that they are condemned.

## Housing units by year structure built - All households



### Source:

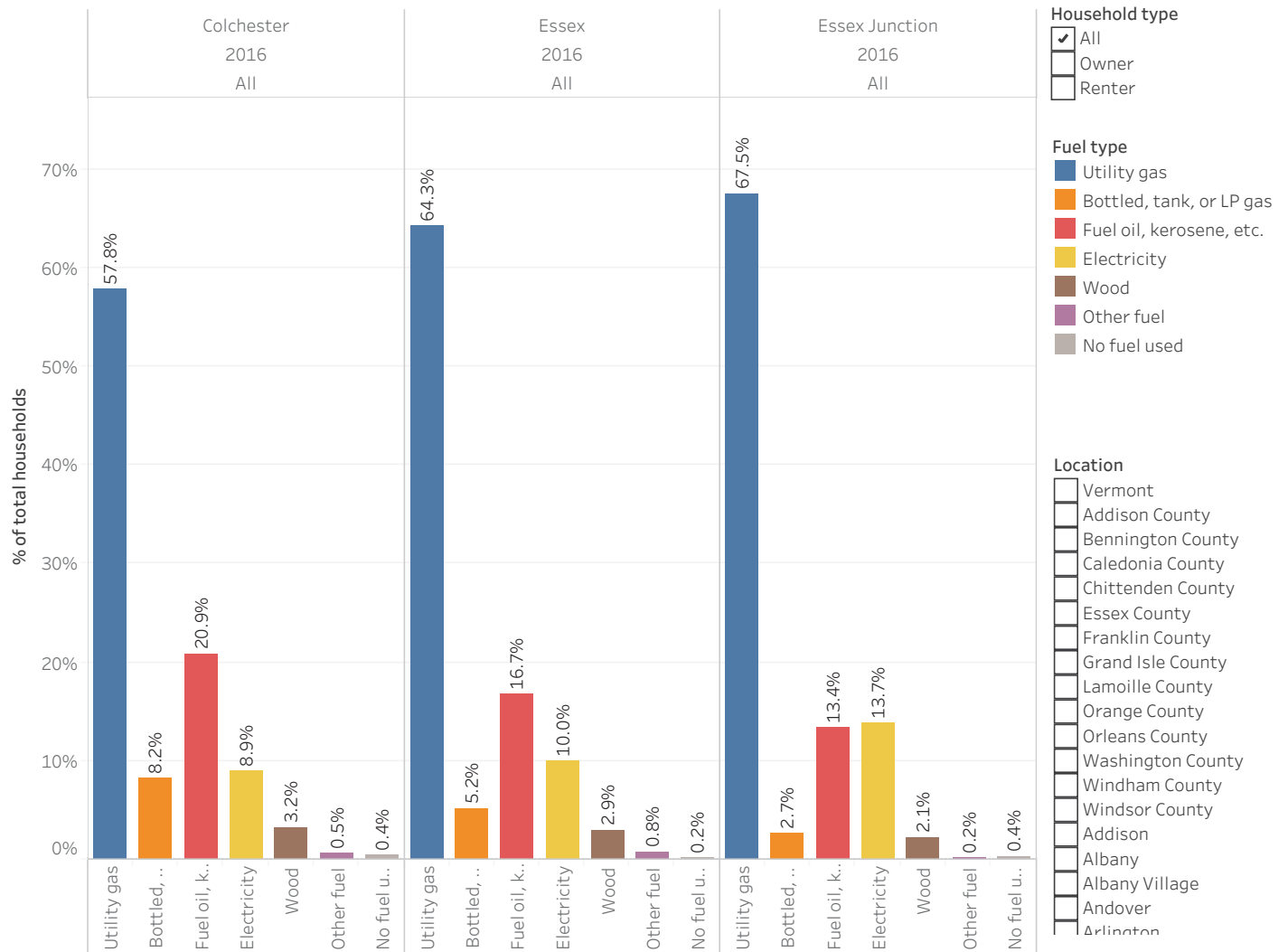
U.S. Census Bureau: American Community Survey 5-year estimates (Table B25034, B25036), 2016

### Description:

This data set describes the year that the building in which the housing unit is located was originally constructed. Includes both occupied and vacant housing units. A housing unit is a house, an apartment, a mobile home or trailer, a group of rooms, or a single room intended for occupancy as separate living quarters. A housing unit is defined as owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. All units which are not owner occupied, whether they are rented for cash rent or occupied without payment of cash rent, are classified as renter units.



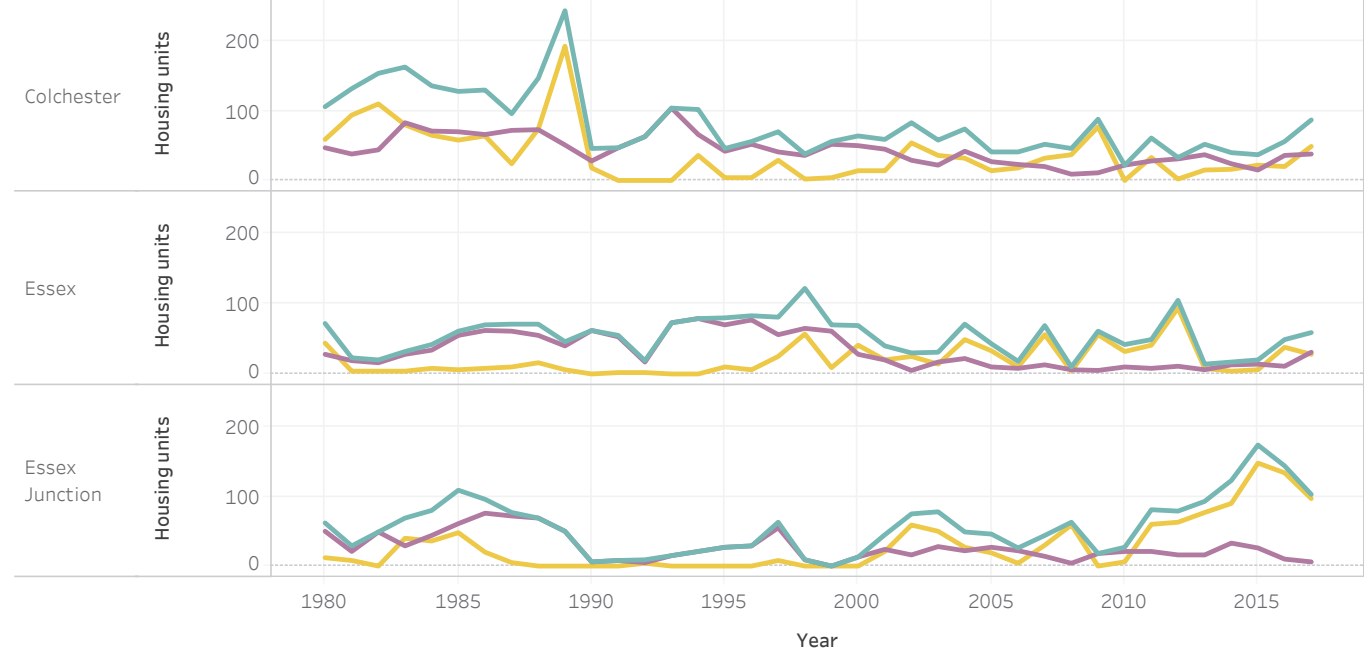
## Home heating fuel



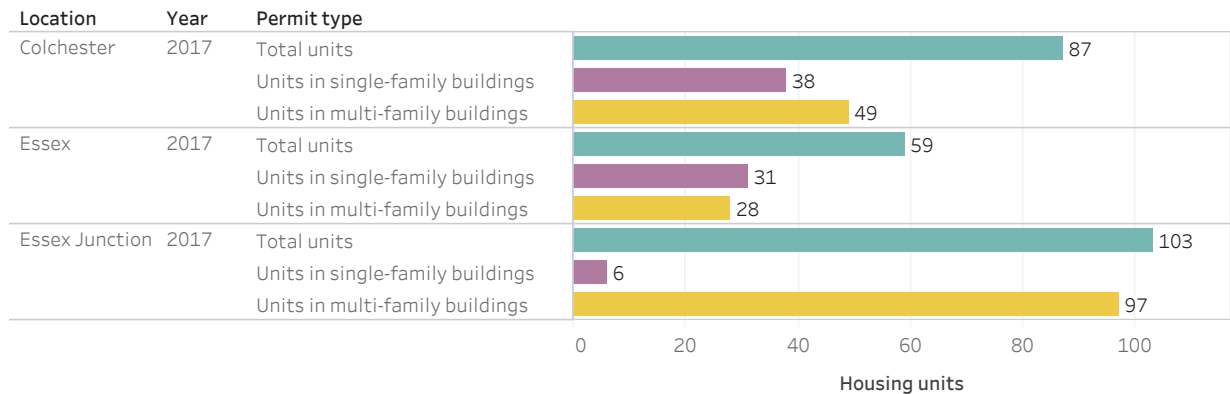
**Source:**  
U.S. Census Bureau: American Community Survey 5-year estimates (Table B25117, B25040)

**Description:**  
The home fuel listed is the fuel most often used to heat the housing unit. Data set includes only occupied housing units. The Utility Gas category includes gas piped through underground pipes from a central system to serve the neighborhood. Bottled, Tank, or LP Gas category includes liquid propane gas stored in bottles or tanks that are refilled or exchanged when empty. Fuel Oil, Kerosene, etc. includes fuel oil, kerosene, gasoline, alcohol, and other combustible liquids. Coal or Coke includes coal or coke that is usually distributed by truck. Electricity includes electricity that is generally supplied by means of above or underground electric power lines. Wood includes purchased wood, wood cut by household members on their property or elsewhere, pellets, sawmill or construction scraps, or the like. Solar Energy includes heat provided by sunlight that is collected, stored, and actively distributed to most of the rooms. Other Fuel includes all other fuels not specified elsewhere. No Fuel Used includes units that do not use any fuel or that do not have heating equipment.

# Building permits



**Housing unit type**  
■ Total units      ■ Units in single-family buildings      ■ Units in multi-family buildings



**Source:**  
U.S. Census Bureau: Building Permits Survey (via the U.S Department of Housing and Urban Development)

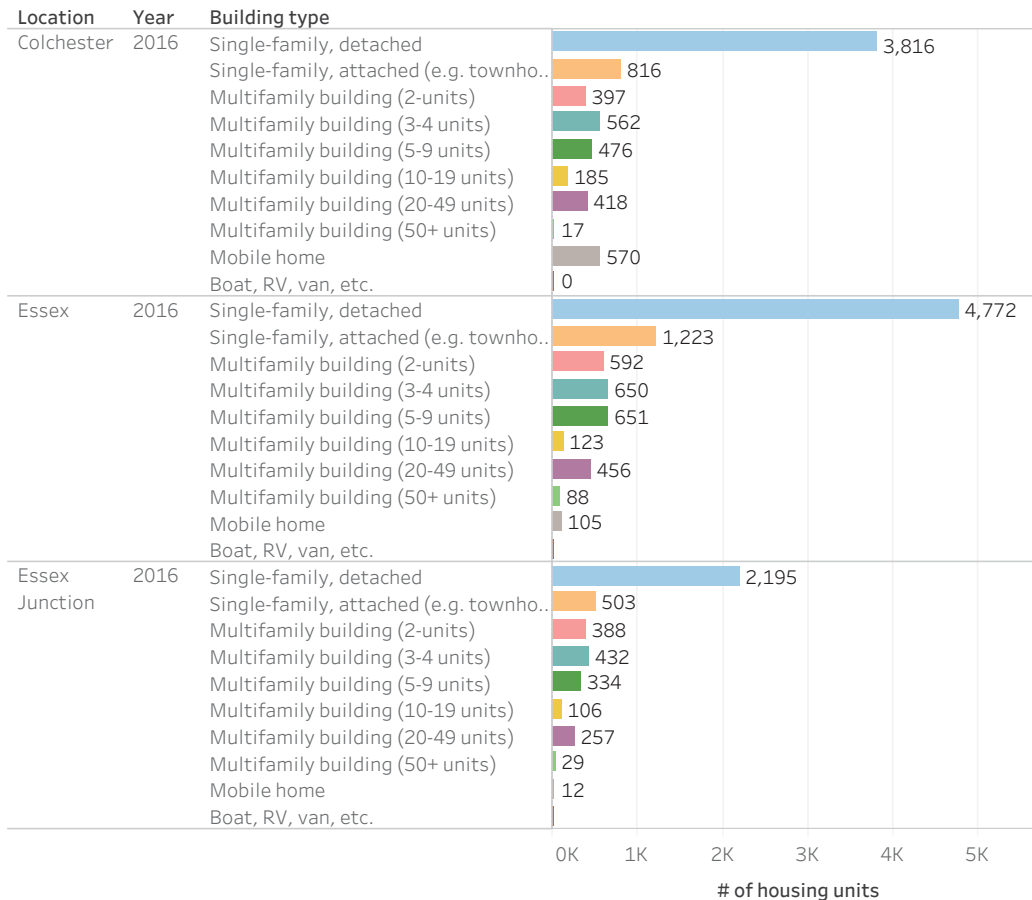
**Description:**  
A building permit is the approval given by a local jurisdiction to proceed on a construction project. Statistics on housing units authorized by building permits include housing units issued for privately-owned residential structures. A residential building is a building consisting primarily of housing units. In a new building combining residential and nonresidential floor areas, the Census Bureau includes the residential units, even if the primary function of the entire building is for nonresidential purposes. The Census Bureau defines multifamily buildings as residential buildings containing units built one on top of another and those built side-by-side which do not have a ground-to-roof wall and/or have common facilities (i.e., attic, basement, heating plant, plumbing, etc).

This data set contains only permits issued, and does not indicate whether units were construction was actually put into construction for the period shown. However, current surveys indicate that construction is undertaken for all but a very small percentage of housing units authorized by building permits. A major portion typically get under way during the month of permit issuance and most of the remainder begin within the three following months.

Not all areas of the state require a building or zoning permit. This data set includes only areas that require a permit.

NOTE: When both towns and their villages appear in this report, they are assumed to be separate permitting entities. Therefore, village numbers are NOT ADDED to town numbers in this profile.

## Residential building type



### Building type

- ☒ Single-family, detached
- ☒ Single-family, attached (e.g. townhousing)
- ☒ Multifamily building (2-units)
- ☒ Multifamily building (3-4 units)
- ☒ Multifamily building (5-9 units)
- ☒ Multifamily building (10-19 units)
- ☒ Multifamily building (20-49 units)
- ☒ Multifamily building (50+ units)
- ☒ Mobile home
- ☒ Boat, RV, van, etc.

### Location

- ☐ Vermont
- ☐ Addison County
- ☐ Bennington County
- ☐ Caledonia County
- ☐ Chittenden County
- ☐ Essex County
- ☐ Franklin County
- ☐ Grand Isle County
- ☐ Lamoille County
- ☐ Orange County
- ☐ Orleans County
- ☐ Rutland County
- ☐ Windham County
- ☐ Windsor County
- ☐ Addison
- ☐ Albany
- ☐ Albany Village
- ☐ Andover
- ☐ Arlington
- ☐ Arlington Village
- ☐ Ascutney
- ☐ Athens

### Source:

U.S. Census Bureau: American Community Survey 5-year estimates (Table B25024)

### Description:

This table displays the number of housing units in a location by the type of building in which the home is located. A housing unit is a house, an apartment, a mobile home or trailer, a group of rooms, or a single room occupied as separate living quarters, or if vacant, intended for occupancy as separate living quarters. This data set contains all housing units, both occupied and vacant, regardless of tenure.

# Housing Programs

# Apartments with project-based public subsidies

## Apartments by number of bedrooms

County	City/Town	Development name	Number of apartment complexes	Total apartments	Single room occupancy (SRO) units	0 bedroom units	1 bedroom units	2 bedroom units	3 bedroom units	4 bedroom units	5+ bedroom units
Chittenden County	Colchester	309 Ethan Allen Apartments	1.0	23.0	0	0	10	13	0	0	0
		Arbor Gardens Phase I	1.0	37.0	0	0	13	22	2	0	0
		Brookside Apartments LP	1.0	42.0	0	0	8	31	3	0	0
		CARES Housing	1.0	11.0	0	0	9	2	0	0	0
		Ethan Allen Apartments	1.0	32.0	0	0	17	9	6	0	0
		Holy Cross Senior Housing	1.0	40.0	0	0	36	4	0	0	0
		Point School Apartments	1.0	5.0	0	0	0	0	5	0	0
		Winchester Place	1.0	148.0	0	0	0	142	6	0	0
	Essex	Cedar's Edge Apartments	1.0	30.0	0	0	7	23	0	0	0
		Essex Town Center	1.0	44.0	0	0	28	16	0	0	0
		Hawk's Meadow Apartments	1.0	49.0	0	0	24	25	0	0	0
		Monarch Apartments	1.0	30.0	0	0	6	20	4	0	0
		Town Meadow Senior Housing	1.0	48.0	0	0	43	5	0	0	0
		Whitcomb Terrace	1.0	19.0	0	0	16	3	0	0	0
		Whitcomb Woods	1.0	65.0	0	0	60	5	0	0	0
Total			15.0	623.0	0	0	277	320	26	0	0

### Source:

Vermont Directory of Affordable Rental Housing (DOARH)

### Description:

Apartments that have received project-based public subsidies are categorized number of bedrooms in the apartment unit.

# Apartments with project-based public subsidies

## Apartments by features and eligibility

County	City/Town	Development name	Number of apartment complexes	Total apartments	Accessible/adaptable units	Units with permanent supportive housing for the homeless	Units with permanent supportive housing for other types of tenants	Units limited to disabled tenants	Units limited to tenants aged 55 and older	Units limited to senior or disabled tenants
Chittenden County	Colchester	309 Ethan Allen Apartments	1.0	23.0	1.0	0.0	0.0	0.0	0.0	0.0
		Arbor Gardens Phase I	1.0	37.0	37.0	0.0	0.0	0.0	0.0	0.0
		Brookside Apartments LP	1.0	42.0	3.0	0.0	0.0	0.0	0.0	0.0
		CARES Housing	1.0	11.0	8.0	0.0	0.0	0.0	0.0	0.0
		Ethan Allen Apartments	1.0	32.0	2.0	0.0	0.0	0.0	0.0	0.0
		Holy Cross Senior Housing	1.0	40.0	4.0	0.0	0.0	0.0	40.0	0.0
		Point School Apartments	1.0	5.0	1.0	0.0	0.0	0.0	0.0	0.0
		Winchester Place	1.0	148.0	6.0	0.0	0.0	0.0	0.0	0.0
	Essex	Cedar's Edge Apartments	1.0	30.0	0.0	0.0	0.0	0.0	0.0	0.0
		Essex Town Center	1.0	44.0	44.0	0.0	0.0	0.0	0.0	0.0
		Hawk's Meadow Apartments	1.0	49.0	2.0	0.0	0.0	0.0	24.0	0.0
		Monarch Apartments	1.0	30.0	0.0	0.0	0.0	0.0	0.0	0.0
		Town Meadow Senior Housing	1.0	48.0	0.0	0.0	0.0	0.0	48.0	0.0
		Whitcomb Terrace	1.0	19.0	19.0	0.0	0.0	0.0	0.0	19.0
		Whitcomb Woods	1.0	65.0	6.0	0.0	0.0	0.0	64.0	0.0
Total			15.0	623.0	133.0	0.0	0.0	0.0	176.0	19.0

### Source:

Vermont Directory of Affordable Rental Housing (DOARH)

### Description:

Subsidized rental housing units are categorized by apartments featuring features or services for specific groups of tenants, or by apartments that may only be rented to specific groups of tenants.

# Apartments with project-based public subsidies

Apartments by development funding source

County	City/Town	Development name	Number of apartment complexes	Total apartments	Low Income Housing Tax Credit	VHCB grant/loan	VHFA loan	HOME Program	New Construction/Substantial Rehab	Rural Development Section 515	Community Development Block Grant	Public Housing	FHLB's Affordable Housing Program	Section 202 Housing for Elderly	Section 236	Section 811 Housing for Disabled	Housing Opportunities for Persons With AIDS (HOPWA)	Other	Market rate (in mixed income complex)	
Chittenden County	Colchester	309 Ethan Allen Apartments	1.0	23.0	0	23	0	0	0	0	0	0	0	0	0	0	0	0	0.0	
		Arbor Gardens Phase I	1.0	37.0	37	0	0	6	0	0	0	0	0	0	0	0	0	0	0.0	
		Brookside Apartments LP	1.0	42.0	18	42	0	11	0	0	0	0	0	0	0	0	0	42	6.0	
		CARES Housing	1.0	11.0	0	11	22	0	0	0	0	0	0	11	0	0	0	8	0	0.0
		Ethan Allen Apartments	1.0	32.0	24	4	32	4	0	0	0	0	0	0	0	0	0	0	8.0	
	Essex	Holy Cross Senior Housing	1.0	40.0	33	40	0	22	0	0	0	0	0	0	0	0	0	0	0	7.0
		Point School Apartments	1.0	5.0	0	0	5	0	0	5	0	0	0	0	0	0	0	0	0	0.0
		Winchester Place	1.0	148.0	76	0	148	148	0	0	0	148	0	0	0	0	0	0	0	40.0
		Cedar's Edge Apartments	1.0	30.0	25	30	0	8	0	0	0	30	0	0	0	0	0	0	0	5.0
		Essex Town Center	1.0	44.0	26	0	44	0	0	0	0	0	0	0	0	0	0	0	0	18.0
Windsor	Hawk's Meadow Apartments	1.0	49.0	44	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5.0	
	Monarch Apartments	1.0	30.0	26	0	0	0	22	0	0	0	0	0	0	0	0	0	0	4.0	
	Town Meadow Senior Housing	1.0	48.0	47	48	0	48	0	0	0	48	0	0	0	0	0	0	0	0.0	
	Whitcomb Terrace	1.0	19.0	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4.0	
	Whitcomb Woods	1.0	65.0	8	65	65	0	64	0	64	0	0	65	0	0	0	0	0	0.0	
total			623.0	379	263	393	243	69	0	226	0	76	0	0	0	0	8	42	97.0	

Source: Vermont Directory of Affordable Rental Housing (DOARH)

Description: Apartments that have received project-based public subsidies are categorized by funding source for development. Developments often will have multiple sources of funding.

# Apartments with project-based public subsidies

## Apartments by project-based rental assistance source

County	City/Town	Development name	Number of apartment complexes	Total apartments	Project Based Rental Assistance	Section 8 Project Based Assistance	Public Housing	Rural Development Section 521	Project Rental Assistance Contract (PRAC)	Moderate Rehab
Chittenden County	Colchester	309 Ethan Allen Apartments	1.0	23.0	0	0	0	0	0.0	0
		Arbor Gardens Phase I	1.0	37.0	6	6	0	0	0.0	0
		Brookside Apartments LP	1.0	42.0	0	0	0	0	0.0	0
		CARES Housing	1.0	11.0	8	0	0	0	0.0	0
		Ethan Allen Apartments	1.0	32.0	0	0	0	0	0.0	0
		Holy Cross Senior Housing	1.0	40.0	0	0	0	0	0.0	0
		Point School Apartments	1.0	5.0	5	0	0	0	0.0	0
		Winchester Place	1.0	148.0	0	0	0	0	0.0	0
	Essex	Cedar’s Edge Apartments	1.0	30.0	0	0	0	0	0.0	0
		Essex Town Center	1.0	44.0	0	0	0	0	0.0	0
		Hawk’s Meadow Apartments	1.0	49.0	0	0	0	0	0.0	0
		Monarch Apartments	1.0	30.0	0	0	0	0	0.0	0
		Town Meadow Senior Housing	1.0	48.0	40	0	0	0	40.0	0
		Whitcomb Terrace	1.0	19.0	5	5	0	0	0.0	0
		Whitcomb Woods	1.0	65.0	64	0	0	0	0.0	0
Total			15.0	623.0	128	11	0	0	40.0	

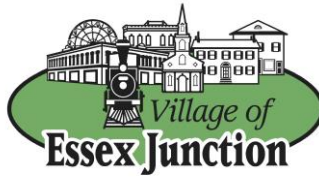
### Source:

Vermont Directory of Affordable Rental Housing (DOARH)

### Description:

Apartments that have received project-based public subsidies are categorized by funding source for rental assistance for tenants. Developments may have multiple sources of rental assistance funding.





## MEMORANDUM

TO: Village Trustees  
FROM: Evan Teich, Unified Manager  
DATE: January 4, 2019  
SUBJECT: Trustees Meeting Schedule

### TRUSTEES MEETING SCHEDULE/EVENTS

January 22 6:30 PM	Regular Meeting <ul style="list-style-type: none"><li>Public Hearing on FYE 20 budgets and capital programs</li></ul>
February 6 7:00 PM	Joint Meeting at Lincoln Hall
February 12 6:30 PM	Regular Meeting <ul style="list-style-type: none"><li>Adopt budgets and capital programs</li></ul>
February 26 6:30 PM	Regular Meeting <ul style="list-style-type: none"><li>Adopt Warning for Annual Meeting</li></ul>
March 12 6:30 PM	Regular Meeting
March 26 6:30 PM	Regular Meeting
April 3 7:00 PM	Annual Meeting at Essex Community Educational Center
April 9 6:30 PM	Regular Meeting
April 10 7:00 PM	Joint Meeting at 81 Main
April 23 6:30 PM	Regular Meeting
May 14 6:30 PM	Regular Meeting
May 28 6:30 PM	Regular Meeting
June 5 7:00 PM	Joint Meeting at Lincoln Hall
June 11 6:30 PM	Regular Meeting

**VILLAGE OF ESSEX JUNCTION  
BIKE/WALK ADVISORY COMMITTEE  
MINUTES OF MEETING  
December 18, 2018**

**MEMBERS PRESENT:** Raj Chawla, Eric Bowker, Micah Hagan, Kaitlin Hayes, Phoebe Spencer (via Skype)

**ADMINISTRATION:** Rick Jones, Public Works Superintendent; Darby Mayville, Community Relations/Economic Development Assistant

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**1. Call to Order**

Raj called the meeting to order at 6:06 PM.

**2. Sidewalk Policy Discussion**

Raj asked Rick to update the committee on recent discussions the Trustees were having regarding the sidewalk policy. Rick informed the committee that the discussion has all related to sidewalk plowing, specifically on Rivendell Drive. Rick said that a new crosswalk will be installed on Rivendell Drive in the spring and that the Village is considering switching the side of the sidewalk that is plowed next winter. Rick informed the committee that residents on any street could petition the Trustees to change the side of the sidewalk that is plowed.

**3. Bike Friendly Communities Application**

Raj noted that this application is due by February 5<sup>th</sup>. Kaitlin will be in charge of creating an account and compiling the work of other committee members. The committee reviewed a previous application and discussed the answers.

**4. Pearl Street Update**

Raj informed the committee that the Town of Essex Public Works Department is in the process of working with the CCRPC to reduce the speed limit on Pearl Street. They plan on approaching the Trustees for authorization to proceed in May 2019.

**5. UVM Capstone Project Update**

Raj noted that he plans to have the January 14<sup>th</sup> meeting be 90 minutes long, as the first half will be dedicated to the UVM student presentation.

**6. Adjournment**

The meeting was adjourned at 6:26 PM.

Village of Essex Junction  
Planning Commission  
Minutes of Meeting  
December 20, 2018

**MEMBERS PRESENT:** Dave Nistico (Chair); John Alden, Amber Thibeault, Andrew Boutin, Diane Clemens, Kaitlyn Hayes. (Steven Shaw was absent.)

**ADMINISTRATION:** Robin Pierce, Development Director

**OTHERS PRESENT:** Melanie Needle, Dustin Bruso

**AGENDA:**

1. Call to Order
2. Audience for Visitors
3. Additions/Amendments to the Agenda
4. Minutes
  - A. Regular Meeting – July 19, 2018
5. Public Hearing
  - A. Discussion and approval of a joint Town/Village energy plan that will meet the requirements of Act 174, which sets targets for renewable energy generation and reduced energy consumption in the transportation, heating, and electricity sectors, presented by Melanie Needle of CCRPC.
6. Other Planning Commission Items
7. Adjournment

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**1. CALL TO ORDER**

Chairman David Nistico called the meeting to order at 6:00 p.m. Mr. Nistico noted the Public Hearing for Discussion of a joint Town/Village energy plan. There were no announcements or disclosures. Individuals to give testimony before the Planning Commission were sworn in.

**2. AUDIENCE FOR VISITORS**

There were no comments from the public at this time.

**3. ADDITIONS/AMENDMENTS TO THE AGENDA**

There were no changes or additions to the agenda.

**4. MINUTES**

John Alden stated that in the minutes of July 19, 2018, there are typos with regard to the spelling of Doug Henson's name. Mr. Henson's name is spelled correctly initially, but should be corrected throughout the minutes where ever misspellings occur.

Mr. Alden noted that the decision with regard to Pearl Street Elevation, the Building Design will need to come back to the Planning Commission, not go directly to staff. Mr. Pierce reminded Mr. Alden that there is no design review in the District. And that the Decision was

for the front elevation on Pearl Street to come back to the PC in order to confirm that the required window percentage for the District had been met for the Pearl Street elevation. Mr. Alden stated that the elevation provided does not reflect the floor plan of the building, a generic presentation was provided. Mr. Pierce said that he will follow-up on this matter by checking the video from the meeting and the signed Decision which has been sent to the applicant to confirm what was decided.

**MOTION by Amber Thibeault, SECOND by John Alden, to approve the minutes of July 19, 2018, as amended. VOTING unanimous (6-0); motion carried.**

## **5. PUBLIC HEARING**

a. Melanie Needle, Senior Planner with Chittenden County Regional Planning Commission (CCRPC), provided a presentation with a focus on Enhanced Energy Planning for the Essex Community.

Ms. Needle stated that for the purposes of this presentation, and the draft energy element handed out or received by email, the CCRPC will be collectively referring to the Village of Essex Junction and Essex Town as “Essex Community.”

This presentation was an overview of the Department of Public Service, Act 174 Energy Planning Standard and what the means for the Essex Community. The goals are to reduce total energy consumption per capita by 15% by 2025, and by more than a third by 2050, to weatherize 25% of all homes by 2050; and to reduce greenhouse gas emissions from the state by 50% of 1990 levels by 2028 and 75% by 2050.

Ms. Needle explained that the Essex Community is striving to match the state’s goal of obtaining 90 % of its energy from renewal resources by 2050, and has prioritized 10 actions, which include the following reviewed with the complete list outlined in the Plan:

Energy Compliance – Developing a Municipal plan to meet a set of energy standards developed by the Vermont Department of Public Service. A Municipal Plan is given a determination of energy compliance, if a plan meets these energy standards.

Siting - The State has a definition of site criteria. The community can define preferred sites for facilities up to 500 kW, and can define constraints where restrictions on development, including renewable energy, should be placed. Ms. Needle noted that according to the plan, there is approximately 8,600 acres that are possibly good locations for solar installation (and does not include rooftop generation), with 3,244 acres needed for new solar installation to reach the low goal of 61,196 MWh in 2025.

Constraints –Some areas are not appropriate for any type of development, including renewable energy generation facilities. A list of known constraint areas is included in the plan. There was discussion in how to read graphs that outline constraints, and the Essex Community’s added constraints based on local policy.

Transportation – Have the community served by varied modes of transportation with auto use balanced by increased availability of public transportation, sidewalks, and multiuse trails to reduce energy demand. Mr. Alden noted that he sees more charging stations, and

more electric fleet vehicles in use, which is encouraging. Mr. Pierce added that an action item might be a good idea where the Village would encourage installing more charging stations.

Renewable Energy- the goal is to generate 183, 587 – 325, 830 MWh of new renewable energy by 2050. Ms. Needle referenced Green Mountain Power's Essex #19 hydroelectric dam on the Winooski River, which generates 18,300 MWh or 66 % of the total of electricity from renewable sources within the Essex Community. The energy generated from this hydro dam is split between the Essex Community and the town of Williston due to the jurisdictional boundaries split the centerline of the Winooski River.

Questions followed with Ms. Hayes asked if multiple regions can have substantial deference and can they all be at the same level in the Act 248 process. Ms. Needle replied yes, 11 regions can have substantial deference and will have greater weight or greater say in the process if in compliance.

Mr. Nistico had a question regarding at what point does the State of Vermont take action if Essex Junction does not meet its goals, with Ms. Needle answering that the goals are pathways for understanding the changes that need to happen, over time. A Municipal Plan is not given a determination of energy compliance, until a plan meets these energy standards.

Ms. Clemens asked for clarification on the "Stretch Code" and as explained by Ms. Needle, this is the state law for new development to adhere to more strict guidelines with regard to insulation value, R values, how thick walls will be, ventilation, and glazing of windows in new development. Mr. Alden added that the "buck stops" with the Certificate of Occupancy, and this is a decent mechanism to ensure compliance, in certifying the design and construction. Possible actions may include the Vermont Building Stretch Code for all development in the Zoning Regulations for the Town and the Village of Essex Junction Land Development Code.

In closing, Ms. Needle asked the Commission to review the draft, and send comments to Ms. Needle and to Mr. Pierce.

Continued discussion ensued, with questions such as, does the plan take into consideration future growth of the community, and would the 8600 acres that are possibly good locations for solar installation still meet necessary goals. Ms. Needle responded that future growth was taken into account in the plan.

With questions regarding the upcoming process, the Planning Commission will look forward to a work meeting, on the same day as a regularly scheduled meeting of the Planning Commission. This next meeting is now scheduled for February 7<sup>th</sup> at 6:00 p.m. This meeting will be warned. Commission members were asked to notify Mr. Pierce and Ms. Hass with any ideas or thoughts on the process.

Mr. Nistico asked if it was possible to post the Plan on the Village Website, Ms. Needle stated that she will get the information to Mr. Pierce for posting.

**6. OTHER PLANNING COMMISSION ITEMS**

None

**7. ADJOURNMENT**

**MOTION to adjourn by Andrew Boutin, SECOND by John Alden. VOTING unanimous (6-0); motion carried.**

The meeting Adjourned at 7:00 p.m.

*Recording Secretary, Rita Pozirekides*