



BOARD OF TRUSTEES
REGULAR MEETING AGENDA
Tuesday, February 12, 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. **PUBLIC HEARING**
 - a. Public Hearing on Fiscal Year End 2020 Operating Budget [6:35 PM]
6. **BUSINESS ITEMS**
 - a. Adoption of FYE 2020 Operating Budget and Capital Program
 - b. Adoption of road, sidewalk and utility infrastructure on Taft Street—Robin Pierce, Jim Jutras, and Rick Jones
 - c. Discussion on whether to proceed on a Village mural—Elaine Haney
 - d. *Evaluation of personnel—Evan Teich
7. **CONSENT ITEMS**
 - a. Approve street closing for Little League Parade on 5/4/19
 - b. Approval of minutes: January 22, 2019
 - c. Approve Annual Report Dedication 2018
 - d. Check Warrants #17132—01/25/19; #17132—01/31/19
8. **READING FILE**
 - a. Board Member Comments
 - b. Village Land Acquisition Fund
 - c. Essex Rescue Report 2018
 - d. Strengthening Communities for the Future Forum
 - e. Local Government Day in the Legislature Event
 - f. Upcoming Meeting Schedule
9. **EXECUTIVE SESSION**
 - a. *An executive session is anticipated for evaluation of personnel
10. **ADJOURN**

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Certification: 02/08/2019

Date Posted

AM Mitchell
Initials

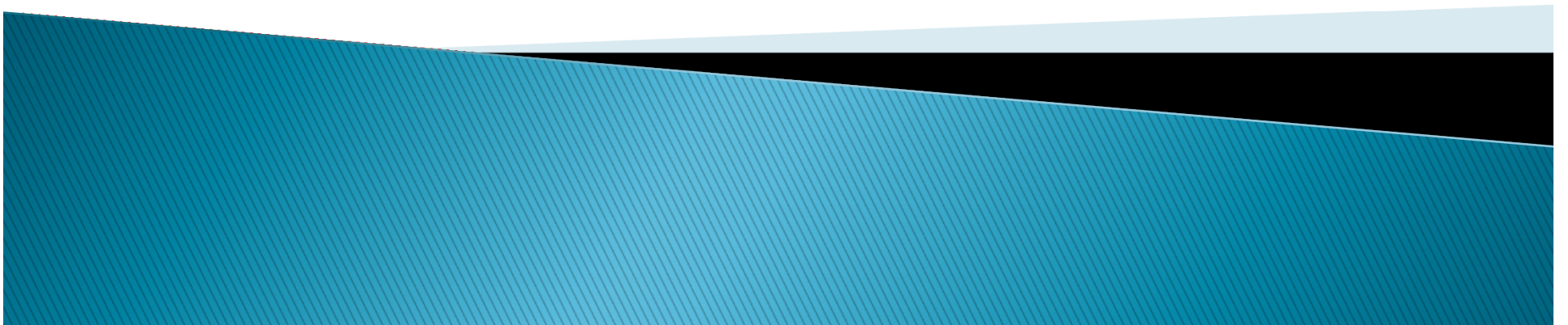
**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES MEETING
TUESDAY, FEBRUARY 12, 2019
6:30 PM**

AGENDA

**PUBLIC HEARING
FY20 PROPOSED BUDGETS
AND CAPITAL PROGRAMS**

This meeting will be held in the meeting room at the Village Municipal Building, 2 Lincoln Street, Essex Junction, VT 05452. Meetings of the Trustees are accessible to people with disabilities. For information on accessibility and/or this agenda, call the Village Manager's office at 878-6944.

Village of Essex Junction FYE 2020 Public Hearing



GENERAL FUND

- CHALLENGES

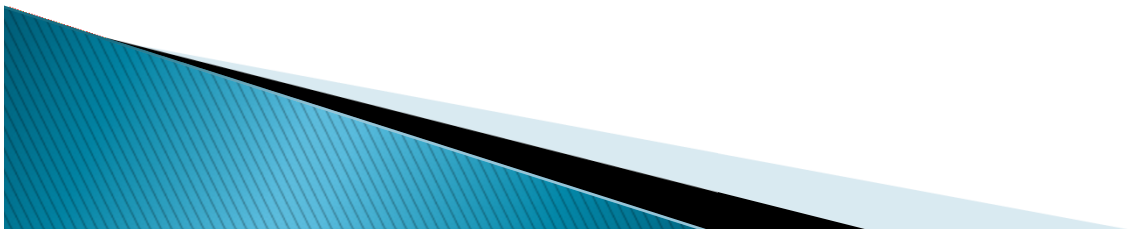
- ALIGNMENT OF HIGHWAY BUDGETS
- ALIGNMENT OF FIRE DEPARTMENT SALARIES
- CO-LOCATION OF RECREATION DEPARTMENTS
- CREATE A BUILDINGS DEPARTMENT
- RECOGNIZE ADDITIONAL WAYS TO COMBINE SERVICES WITH THE TOWN.
- DECREASE IN PERMIT FEES
- CAPITAL BUDGET & ROLLING STOCK FUNDING
INCREASE CONTRIBUTION TO CAP RESERVE BY 15%, CONTINUE
ADDING \$10,000 TO ROLLING STOCK CONTRIBUTION

GENERAL FUND

EFFICIENCY INITIATIVES

- COMBINED SERVICE INITIATIVE
 - SHARED ASSISTANT TO THE MANGER
 - COMMUNICATIONS COORDINATION
 - COMBINED PUBLIC WORKS
 - COMBINED FINANCE DEPARTMENT EFFORTS
 - SHARING OF TOWN/VILLAGE CLERK
 - SHARING OF TOWN IT SERVICES
 - SHARING OF HUMAN RESOURCES
- GRANT PROCUREMENT

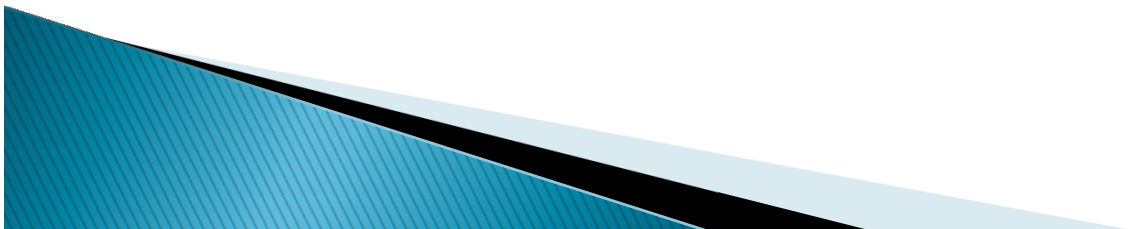
<u>FUND</u>	<u>FYE 19 BUDGET</u>	<u>FYE20 APPROVED BUDGET</u>	<u>%CHANGE</u>
GENERAL FUND EXP	\$4,636,704	\$4,851,353	4.63%
DEBT SERVICE	<u>\$ 317,983</u>	<u>\$ 313,560</u>	<u>-1.39%</u>
TOTAL GF	\$4,954,687	\$5,164,913	4.24%
WATER FUND	\$3,866,360	\$4,036,164	4.39%
WASTEWATER FUND	\$1,949,836	\$2,074,046	6.37%
SANITATION FUND	\$ 489,925	\$ 542,654	10.76%
REC PROGRAM FUND	<u>\$1,711,761</u>	<u>\$1,912,034</u>	<u>11.70%</u>
TOTAL ENT.	\$8,017,882	\$8,564,898	6.82%
GRAND TOTAL	\$12,972,569	\$13,729,811	5.84%



CAPITAL FUNDS

PROPOSED SPENDING

GF CAPITAL RESERVE	\$ 42,160
ROLLING STOCK	\$ 33,600 (includes debt payments)
EJRP CAPITAL FUND	\$ 111,616
WATER CAPITAL	\$ 103,942 (includes debt payments)
WWTF CAPITAL	\$ 77,457 (includes ARRA debt pay)
SANITATION CAPITAL	<u>\$ 278,508 (includes debt payments)</u>
TOTAL	\$ 647,283



GENERAL FUND

BUDGET INCREASE	Operating	\$214,649	4.63%
	Debt Service	<u>(4,423)</u>	<u>-1.39%</u>
	Total	210,226	4.24%

CONTRIBUTING FACTORS

SALARIES	\$21,556
FIRE SALARIES	\$17,000
HEALTH & OTHER INSURANCES	\$41,345
CAPITAL CONTRIBUTIONS	\$47,663
ROLLING STOCK CONTRIBUTIONS	\$10,076
PAY & CLASSIFICATION STUDY	\$10,800
ASH BORER/BIKE WALK REQUESTS	\$ 7,000
EJRP CUSTODIAL SERVICES	\$19,200
LIABILITY & PROPERTY INSURANCE	\$ 16,090
OTHER INC/DEC	<u>\$19,496</u>
TOTAL	\$210,226

GENERAL FUND

<u>TAX APPROPRIATION</u>	<u>FYE 19</u>	<u>FYE 20 ESTIMATED</u>	<u>INCREASE</u>
DOLLAR AMOUNT	\$3,423,606	\$3,563,422	4.08%
TAX RATE	\$0.3098	\$0.3191	3.0%

VILLAGE TAX INCREASE TO A \$280,000 HOME \$26.03

THE REASON THE TAX RATE IS INCREASING LESS THAN THE BUDGET INCREASE IS:

- 1) TRANSFER FROM THE TOWN FOR PORTION OF CLERK SALARIES (\$50K)
- 2) A SMALL ESTIMATED INCREASE IN THE GRAND LIST (1% INCREASE IN NON-GLOBAL FOUNDRIES GRAND LIST.

FYE20 CAPITAL RESERVE PROJECTS

LAMOILLE AVE WATERLINE REPLACEMENT	\$	<u>42,160</u>
TOTAL	\$	42,160

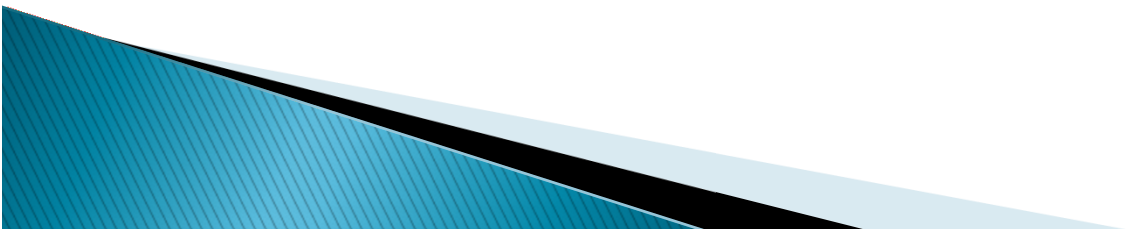
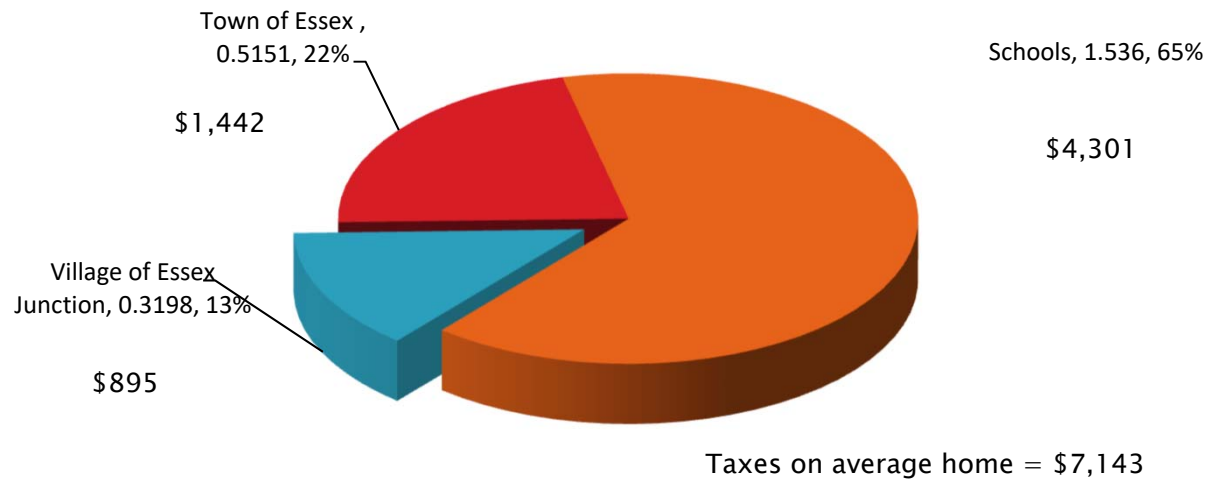
FYE20 ROLLING STOCK BUDGET

NO PURCHASES PLANNED – FIRE TRUCK DEBT ONLY –
\$33,600

FYE20 EJRP CAPITAL RESERVE PROJECTS

RESURFACING – \$40,976
LIGHTING AND TECHNOLOGY – \$15,040
BUILDINGS AND FACILITIES – \$36,000
POOL MAINTENANCE – \$10,300
LANDSCAPING – \$9,300

**FYE2019 Village of Essex Junction Homestead Tax Rates
Totaling \$2.3709 and Tax Amount on \$280,000 assessed value
Home**



ENTERPRISE FUNDS

CHALLENGES

- WASTEWATER TREATMENT FACILITY IS CHALLENGED BY STATE REGULATIONS.
- WWTF BOND PAYMENT – THE ADDITION OF \$10,000 TO FUND BOND PAYMENT TO GRADUALLY INCREASE THE SANITATION RATE TO WHERE IT WILL NEED TO BE ONCE PAYMENT OF THE SRF LOANS BEGINS (FY17). WE HAVE BEEN ABLE TO MAKE THIS A MORE GRADUAL INCREASE DUE TO THE SALE OF CAPACITY TO WILLISTON.
- WATER METER REPLACEMENT PROGRAM – THIS PROJECT HAS NOT PROGRESSED AS FAST AS WAS ANTICIPATED. COMPLETION IS NOW ESTIMATED FOR FYE20.
- WATER FUND HAS MANY PENDING LARGE PROJECTS.

ENTERPRISE FUNDS Rates

Utility Charges Comparison					12/17/18 14:23
Property using 120 gallons/Day	FYE19	FYE20	Increase	% Increase	
Water					
Fixed Charge	\$100.12	\$107.48	\$7.36	7.35%	
Usage (120 Gal/day, 5840 c.f./yr)	<u>\$102.20</u>	<u>\$109.50</u>	<u>\$7.30</u>	<u>7.14%</u>	
Total	\$202.32	\$216.98	\$14.66	7.25%	
WWTF					
Fixed Charge	\$94.24	\$104.72	\$10.48	11.12%	
	<u>\$51.39</u>	<u>\$57.23</u>	<u>\$5.84</u>	<u>11.37%</u>	
Total	\$145.63	\$161.95	\$16.32	11.21%	
Sanitation					
Fixed Charge	\$91.44	\$99.24	\$7.80	9%	
Usage (120 Gal/day, 5840 c.f./yr)	<u>\$30.95</u>	<u>\$33.58</u>	<u>\$2.63</u>	<u>8.50%</u>	
Total	\$122.39	\$132.82	\$10.43	8.52%	
Total All Utility Rates	\$470.34	\$511.75	\$41.41	8.8%	

REASONS FOR UTILITY RATE INCREASE

- INCREASE IN ADMINISTRATIVE FEES PAID TO GENERAL FUND – ALL FUNDS
HR DIRECTOR COSTS, COMMUNICATIONS COORDINATOR SALARY
- INCREASE IN CAPITAL TRANSFER – WATER FUND
- INCREASE IN CWD RATE – WATER FUND
- INCREASE IN VILLAGE PERCENTAGE OF FLOW – WASTEWATER FUND
- INCREASE COST OF CHEMICALS, SLUDGE PROCESSING, CAPITAL TRANSFER, MAINTENANCE – WASTEWATER FUND
- INCREASE IN SALARIES, BENEFITS AND INCREASE IN AMOUNT TO BE PUT TOWARD BOND PAYMENT

ENTERPRISE FUNDS CAPITAL PROJECTS

WATER FUND CAPITAL

METER UPGRADES TO RADIO READS	\$38,254
LAMOILLE ST. WATERLINE ENGINEERING	\$20,476

SANITATION FUND CAPITAL

METER UPGRADES TO RADIO READS	\$76,509
MANHOLE REHAB/SLIPLINING	\$40,000
WEST ST. PS CONTROL CABINET	\$40,000
SUSIE WILSON ST. PS CONTROL CABINET	\$40,000

WASTEWATER TREATMENT CAPITAL

PRIMARY DIGESTER BLOCK RE-FACE	\$50,000
FLOW EQ DIGESTER CONCRETE CRACK\$	\$25,000

Village of Essex Junction

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	B	E	F	G	H	I	L	M	N	O
1	Village of Essex Junction - General Fund Budget Summary									
2										
3										1/24/2019
4	Department Name:	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget		FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year
5	Administration	577,165	601,544	480,637	471,850	467,906		465,314	(2,592)	-0.55%
6	Community Development	240,043	210,328	242,565	215,201	243,310		245,294	1,984	0.82%
7	Economic Development	91,556	80,657	92,446	81,967	118,429		50,350	(68,079)	-57.49%
8	Recreation	-	-	596,709	591,042	634,823		657,867	23,044	3.63%
9	Finance	65,077	63,011	93,996	87,264	79,835		160,503	80,668	101.04%
10	Fire	277,160	277,460	295,372	326,765	331,369		351,860	20,491	6.18%
11	Highways	1,059,994	1,013,539	1,121,449	1,097,991	1,145,126		1,182,376	37,250	3.25%
12	Library	688,723	643,639	705,570	655,585	703,635		731,684	28,049	3.99%
13	Transfers	583,585	616,585	673,858	769,858	707,075		765,730	58,655	8.30%
14	Misc. Grants	-	60,469	-	20,010	-		-	-	n/a
15	Buildings	147,528	151,531	198,441	209,668	205,196		240,375	35,179	17.14%
16	Subtotal General Fund	3,730,831	3,718,764	4,501,043	4,527,202	4,636,704		4,851,353	214,649	4.63%
17	Debt Service	222,244	199,464	315,266	315,009	317,983		313,560	(4,423)	-1.39%
18	Total General Fund	3,953,075	3,918,228	4,816,309	4,842,212	4,954,687		5,164,913	210,226	4.24%

	A	B	E	F	G	H	I	L	M	N	O
1	GENERAL FUND REVENUES FY20										
2											1/24/2019
	Account Number:	Department Name:	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	
3											
4	210-31101.000	Property Taxes	2,482,765	2,480,854	3,285,170	3,283,591	3,423,606	3,563,422	139,816	4.08%	
5	210-33546.000	State for Pilot & Current Use	1,900	4,301	2,000	5,362	2,000	4,500	2,500	125.00%	
6	210-33582.000	Essex Town Library Contribution	15,000	15,000	15,000	15,000	15,000	15,000	-	0.00%	
7	210-33582.001	Essex Town pmt for Stormwater	59,352	59,352	61,460	61,460	64,367	69,047	4,680	7.27%	
8	210-33582.002	Essex Town pmt for Highway Dept	1,000,642	1,000,642	1,059,989	1,059,989	1,080,759	1,113,329	32,570	3.01%	
9	210-33582.003	Essex Town Recreation Contribution	-	-	-	-	-	12,000	12,000	n/a	
10		Essex Town pmt for Clerk						50,000	50,000	n/a	
11	210-34130.000	License & Zoning Fees	50,000	60,184	58,000	29,925	58,000	35,000	(23,000)	-39.66%	
12	210-34131.000	Whitcomb Farm Solar Pilot	5,400	5,280	5,000	6,733	5,000	6,700	1,700	34.00%	
13	210-34221.000	Misc. Fire Receipts	20	-	20	5	20	20	-	0.00%	
14	210-35130.000	State District Court Fines	500	1,590	1,000	1,020	1,500	1,000	(500)	-33.33%	
15	210-36102.000	Interest Earnings	1,500	2,225	1,500	2,805	2,000	2,500	500	25.00%	
16	210-36201.000	Parking Space Fees	4,800	4,400	4,800	4,800	2,400	2,400	-	0.00%	
17	210-36202.000	Lincoln Hall Rentals	1	-	-	-	-	-	-	n/a	
18	210-36400.000	Block Party Donations	1,500	2,500	1,500	575	1,500	500	(1,000)	-66.67%	
19	210-36603.000	Misc. Receipts	2,000	2,804	2,000	2,972	2,000	2,000	-	0.00%	
20	210-36605.000	Misc. Highway Receipts	3,000	4,091	4,000	5,722	4,000	4,000	-	0.00%	
21	210-36606.000	Misc. Library Receipts	400	712	500	694	500	500	-	0.00%	
22	210-36606.010	EJRP Non-Resident Fees	-	-	22,000	19,728	22,000	13,000	(9,000)	-40.91%	
23	210-39154.000	Service Fee - Water	113,888	113,888	92,948	92,948	94,014	107,998	13,984	14.87%	
24	210-39155.000	Service Fee - WWTF	56,944	56,944	46,474	46,474	47,007	53,999	6,992	14.87%	
25	210-39156.000	Service Fee - Sanitation	113,888	113,888	92,948	92,948	94,014	107,998	13,984	14.87%	
26	210-39501.000	Misc. Grants/Donations	-	59,562	-	15,182	-	-	-	n/a	
27		Unrestricted Fund Balance	35,000	-	60,000	60,000	35,000	-	(35,000)	-100.00%	
28		Lost Book Revenue	-	3,046	-	2,309	-	-	-	n/a	
29		Farmers Market Reimb.	4,575	-	-	-	-	-	-	n/a	
30	Total		3,953,075	3,991,262	4,816,309	4,810,241	4,954,687	5,164,913	210,226	4.24%	
31											
32					Tax Rate Calculation						
33							FY19	FY20			
34											
35					Grand List		11,103,656	11,206,720	0.928%		
36					GF Real Estate		797,280	797,280	0.000%		
37					Non-GF Real Estate		10,306,376	10,409,440	1.000%		
38					Tax Stabilization Reduction		(52,568)	(39,434)	-24.984%		
39					Total Grand List for Tax rate		11,051,088	11,167,285	1.051%		
40											
41					Tax Appropriation		3,423,606	3,563,422	4.084%		
42											
43					Village Tax Rate		0.3098	0.3191	3.000%		
44								0			
45					average tax cost - \$280k		867	893	26.03		

[illegible]

	A	B	E	F	G	H	I	L	M	N	O	P	Q
13													
14	Grants and Unanticipated Village FY20 Budget Summary												
15													1/18/19 10:42 AM
16	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
17	210-49340.000	Grants & Donation Expenses	-	59,036	-	17,029	-	-	-	n/a	allocate a portion of audit cost to water/sewer in FY20	31,614	
18	210-49346.001	Library Replacement Expenses	-	1,432	-	2,981	-	-	-	n/a		2,133	
19	Total		-	60,469	-	20,010	-	-	-	n/a		33,747	
20													
21													
22													
23													
24													

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Village Debt Service FY20 Budget Summary												
2													1/18/19 10:42 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget		FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual
4	210-47116.000	Capital Improvements Principal	141,900	128,535	135,300	135,135	135,135		135,135	-	0.00%		135,190
5	210-47216.000	Capital Improvements Interest	80,344	70,929	75,122	75,030	73,060		70,582	(2,478)	-3.39%		75,828
6	210-47117.000	Parks & Rec Principal			105,000	105,000	105,000		105,000	-	0.00%		105,000
7	210-47217.000	Parks & Rec Interest			(156)	(156)	4,788		2,843	(1,945)	-40.62%		(156)
8			222,244	199,464	315,266	315,009	317,983		313,560	(4,423)	-1.39%		245,966

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Community Development Department FY20 Budget Summary												
2													1/18/19 10:42 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
4	210-41970.110	Salaries - Regular	138,199	137,901	142,264	141,467	145,419	151,846	6,427	4.42%		137,641	
5	210-41970.130	Salaries - Overtime	-	-	-	-	-	-	-	n/a		-	
6	210-41970.210	Health Ins & Other Benefits	35,375	29,306	38,696	33,885	32,128	23,680	(8,448)	-26.29%	One person from 2 pers to single	30,930	
7	210-41970.220	Social Security	10,894	10,934	11,212	11,208	11,454	11,616	162	1.41%		10,920	
8	210-41970.230	Retirement	13,820	13,643	14,226	14,070	14,542	15,185	643	4.42%		13,691	
9	210-41970.310	Board Member Fees	3,600	3,350	3,600	3,300	3,600	3,600	-	0.00%		3,317	
10	210-41970.320	Legal Services	12,000	1,914	12,000	1,327	12,000	12,000	-	0.00%		3,034	
11	210-41970.330	Other Professional Services	6,000	-	6,000	-	6,000	6,000	-	0.00%		3,391	
12	210-41970.340	Computer Expenses	4,000	2,875	-	2,507	-	-	-	n/a		2,774	
13	210-41970.500	Training, Conferences, Dues	3,500	1,833	3,500	891	3,000	2,000	(1,000)	-33.33%		1,411	
14	210-41970.530	Communications	2,500	817	2,500	824	1,500	2,000	500	33.33%		1,182	
15	210-41970.535	Telephone Services	655	567	567	567	567	567	-	0.00%	Director Cell phone only - land line to buildings	567	
16	210-41970.536	Postage	600	624	600	320	700	700	-	0.00%		467	
17	210-41970.550	Printing and Advertising	3,000	2,227	3,000	1,137	3,000	3,000	-	0.00%		2,154	
18	210-41970.572	Interview Costs	-	-	-	-	-	-	-	n/a		-	
19	210-41970.575	Recording Fees	-	-	-	-	-	-	-	n/a		50	
20	210-41970.580	Travel	2,400	2,879	2,400	2,675	2,400	2,600	200	8.33%		2,651	
21	210-41970.610	Supplies	2,000	1,460	2,000	1,022	2,000	2,000	-	0.00%		1,478	
22	210-41970.700	Bike/Walk Committee	-	-	-	-	5,000	7,000	2,000	40.00%	Additional 5K request from Bike/Walk - 2K added	-	
23	210-41970.891	Capital Outlay	1,500	-	-	-	-	1,500	1,500	n/a		484	
24			240,043	210,328	242,565	215,201	243,310	245,294	1,984	0.82%		216,144	
25													

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Community Development Department FY20 Budget Summary												
2													1/18/19 10:42 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
26	Footnote A: Information detailing what was moved to establish buildings and finance departments							-					
27													
28	Accounts moved to the Buildings Department												
29	210-41970.535	Telephone Services	989	989	1,077	829	1,077						
30		Total Moved to Buildings	989	989	1,077	829	1,077						
31													
32	Accounts moved to the Finance Department												
33	210-41970.226	Workers Comp Insurance	418	440	510	605	415						
34	210-41970.250	Unemployment Insurance	252	112	125	39	113						
35	210-41970.521	Liability & Property Insurance	3,124	3,500	2,822	2,540	3,042						
36	210-41970.522	Public Officials Liability	6,386	6,265	6,172	5,956	5,727						
37		Total Moved to Finance	10,180	10,317	9,629	9,140	9,297						
38		Dept total including buildings & Finance	11,169	11,306	10,706	9,969	10,374						
39		Dept total from PY budget	251,212	221,634	253,271	225,170	253,684						
40													
41													
42	Summary of Admin Related Accounts in Buildings Department												
43	210-41945.020	Telephone - 2 Lincoln Street	989	989	1,077	829	1,077						
44													
45	Summary of Admin Related Accounts in Finance Dept												
46	210-41510.226	Workers Comp Insurance	418	440	510	605	415						
47	210-41510.250	Unemployment Insurance	252	112	125	39	113						
48	210-41510.521	Liability & Property Ins	3,124	3,500	2,822	2,540	3,042						
49	210-41510.522	Public Officials Liability	6,386	6,265	6,172	5,956	5,727						
50		New Admin Charges in Finance & Buildings	11,169	11,306	10,706	9,969	10,374						

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Economic Development Department FY20 Budget Summary												
2													1/18/19 10:42 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
4	210-41335.110	Salaries - Regular	29,532	29,342	31,060	30,613	32,135	-	(32,135)	-100.00%	Darby moved to Admin 11/1/18	29,408	
5	210-41335.130	Salaries - Overtime	-	-	-	149	-	-	-	n/a		50	
6	210-41335.140	Salaries - Part Time	5,850	5,400	4,950	1,125	4,950	-	(4,950)	-100.00%	Farmers Mkt Corp Disolved	4,125	
7	210-41335.210	Health Ins & Other Benefits	17,688	15,003	19,348	17,118	28,513	-	(28,513)	-100.00%	Darby moved to Admin 11/1/18	15,693	
8	210-41335.220	Social Security	2,733	2,272	2,782	2,382	2,837	-	(2,837)	-100.00%		2,353	
9	210-41335.230	Retirement	2,953	2,934	3,106	3,058	3,214	-	(3,214)	-100.00%		2,945	
10	210-41335.810	Community Events & Programs	4,000	4,074	4,000	2,933	8,280	10,850	2,570	31.04%	Train Hop, SteAmfest, Farmers market pop ups	3,439	
11	210-41335.811	Annual Support of Organizations	9,300	7,590	7,700	7,581	9,000	9,500	500	5.56%		7,585	
12	210-41335.812	New Programs	2,500	2,500	2,500	1,500	2,500	2,500	-	0.00%		1,333	
13	210-41335.813	Matching Grant Funds	10,000	1,500	10,000	8,589	20,000	20,000	-	0.00%		3,548	
14	210-41335.835	Block Party Expense	7,000	7,824	7,000	6,919	7,000	7,500	500	7.14%	Run by EJRP	5,915	
15	210-41335.891	Capital Outlay	-	2,218	-	-	-	-	-	n/a		1,126	
16			91,556	80,657	92,446	81,967	118,429	50,350	(68,079)	-57.49%		77,521	
17													
18	Footnote A: Information detailing what was moved to establish finance department												
19													
20	Accounts moved to the Finance Department												
21	210-41335.226	Workers Comp Insurance	107	110	129	136	106						
22	210-41335.250	Unemployment Insurance	170	63	126	23	65						
23	210-41335.521	Liability & Property Insurance	188	361	204	299	170						
24		Total Moved to Finance	465	534	459	458	341						
25		Dept total from PY budget	92,021	81,191	92,905	82,425	118,770						
26													
27													
28	Summary of Econ Dev Related Accounts in Finance Dept												
29	210-41510.226	Workers Comp Insurance	107	110	129	136	106						
30	210-41510.250	Unemployment Insurance	170	63	126	23	65						
31	210-41510.521	Liability & Property Ins	188	361	204	299	170						
32		New Econ Dev Charges in Finance	465	534	459	458	341						

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Administration Department FY20 Budget Summary												
2													1/18/19 10:42 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
4	210-41320.110	Salaries - Regular	280,713	289,771	195,666	202,163	208,400	164,294	(44,106)	-21.16%	Asst. to Manager 34% Town, Accountant transferred to Finance, Darby moved to Admin 11/1/18	255,539	
5	210-41320.130	Salaries - Overtime	2,500	6,484	3,500	6,568	6,500	-	(6,500)	-100.00%	Accountant moved to Finance	5,447	
6	210-41320.140	Salaries - Part Time	13,751	18,732	19,234	5,944	5,025	4,798	(227)	-4.52%		13,179	
7	210-41320.150	Manager Contract	64,575	64,575	66,835	66,835	65,000	67,200	2,200	3.38%		64,303	
8	210-41320.152	Shared Employee Expense	-	-	-	5,046	25,763	23,186	(2,577)	-10.00%	34% HR Director (IT Tech removed)	1,682	
9	210-41320.210	Health Ins & Other Benefits	70,751	64,017	58,044	56,702	45,869	90,186	44,317	96.62%	Added Darby (F) and Tammy (F) took off Patty (S). Cindy (Opt out) moved to Finance	61,734	
10	210-41320.220	Social Security	23,333	25,674	17,096	17,602	17,096	14,382	(2,714)	-15.88%		22,065	
11	210-41320.230	Retirement	28,071	27,835	19,567	19,850	20,840	18,321	(2,519)	-12.09%		24,846	
12	210-41320.291	Health Improv Programs	1,600	1,083	1,600	860	1,600	1,600	-	0.00%	Employee Appreciation & inservice	841	
13	210-41320.310	Board Member Fees	2,500	2,500	2,500	2,500	2,500	2,500	-	0.00%		2,500	
14	210-41320.320	Legal Services	15,000	17,127	15,000	21,485	15,000	17,000	2,000	13.33%		15,676	
15	210-41320.330	Other Professional Services	1,000	-	16,000	10,714	1,000	1,000	-	0.00%	\$11k Dan Richardson moved to Assigned FB	3,612	
16	210-41320.340	Computer Expenses	13,000	11,722	4,000	8,000	2,220	2,220	-	0.00%		10,467	
17	210-41320.442	Leased Services	4,800	4,248	4,000	4,317	4,525	4,000	(525)	-11.60%	new copier	4,023	
18	210-41320.500	Training, Conferences, Dues	13,734	4,566	9,300	2,930	9,300	6,000	(3,300)	-35.48%		5,065	
19	210-41320.530	Communications	16,387	16,692	18,748	16,294	17,968	22,492	4,524	25.18%	Increase for Channel 17 (6K ask), 2 additional newsletters, moved internet to buildings	14,707	
20	210-41320.536	Postage	4,000	1,329	3,500	367	2,000	500	(1,500)	-75.00%	postage has dropped significantly ??	1,317	
21	210-41320.550	Printing and Advertising	5,500	4,273	5,500	2,205	5,000	3,000	(2,000)	-40.00%		3,559	
22	210-41320.560	Trustees Expenditures	4,000	3,373	4,000	3,661	4,000	4,000	-	0.00%		3,118	
23	210-41320.571	Pay & Classification Study	200	-	6,047	10,821	200	11,000	10,800	5400.00%	study done every other year	5,507	
24	210-41320.580	Travel	-	222	2,000	246	300	300	-	0.00%		622	
25	210-41320.610	Supplies	6,000	4,293	6,000	5,257	5,000	5,000	-	0.00%		4,871	
26	210-41320.820	Elections	1,500	2,052	1,500	1,282	1,500	1,500	-	0.00%		1,566	
27	210-41320.835	Holiday Expense	1,250	1,290	1,000	200	1,300	835	(465)	-35.77%		768	
28	210-41320.891	Capital Outlay	3,000	1,735	-	-	-	-	-	n/a		958	
29	210-41320.892	Transfer to Town for Benes	-	27,950	-	-	-	-	-	n/a		9,317	
30			577,165	601,544	480,637	471,850	467,906	465,314	(2,592)	-0.55%		537,290	
31													

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Administration Department FY20 Budget Summary												
2													1/18/19 10:42 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
32	Footnote A: Information detailing what was moved to establish buildings and finance departments												
33													
34	Accounts moved to the Buildings Department												
35	210-41320.535	Telephone Services	1,980	1,694	1,980	1,815	1,700						
36	210-41320.530	Communications (partial move)	419	419	419	419	419						
37		Total Moved to Buildings	2,399	2,113	2,399	2,234	2,119						
38													
39	Accounts moved to the Finance Department												
40	210-41320.226	Workers Comp Insurance	896	963	774	1,157	684						
41	210-41320.250	Unemployment Insurance	607	291	317	68	300						
42	210-41320.335	Audit	7,059	5,746	6,063	6,064	6,160						
43	210-41320.521	Liability & Property Insurance	8,619	9,192	7,140	5,822	4,239						
44	210-41320.522	Public Officials Liability	6,386	6,265	6,172	5,956	5,727						
45		Total Moved to Finance	23,567	22,457	20,466	19,067	17,110						
46		Dept total including buildings & Finance	25,966	24,570	22,865	21,301	19,229						
47		Dept total from PY budget	603,131	626,114	503,502	493,151	487,135						
48													
49													
50	Summary of Admin Related Accounts in Buildings Department												
51	210-41945.020	Telephone - 2 Lincoln Street	2,399	2,113	2,399	2,234	2,119						
52													
53	Summary of Admin Related Accounts in Finance Dept												
54	210-41510.226	Workers Comp Insurance	896	963	774	1,157	684						
55	210-41510.250	Unemployment Insurance	607	291	317	68	300						
56	210-41510.335	Audit	7,059	5,746	6,063	6,064	6,160						
57	210-41510.521	Liability & Property Ins	8,619	9,192	7,140	5,822	4,239						
58	210-41510.522	Public Officials Liability	6,386	6,265	6,172	5,956	5,727						
59		New Admin Charges in Finance & Buildings	25,966	24,570	22,865	21,301	19,229						
60													

	A	B	G	H	I	L	M	N	O	P	Q
1	EJRP FY20 Budget Summary										
2											1/18/19 10:42 AM
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
4		ADMINISTRATION									
5	210-45110.110	Salaries - Regular	204,759	203,005	217,566	234,240	16,674	7.66%		203,005	
6	210-45110.140	Salaries - Part Time	7,385	5,895	7,076	8,800	1,724	24.36%		5,895	
7	210-45110.210	Health Ins & Other Benefits	74,554	76,992	107,123	112,676	5,553	5.18%		76,992	
8	210-45110.220	Social Security	16,229	16,175	17,185	18,593	1,408	8.19%		16,175	
9	210-45110.230	Retirement	20,477	22,582	24,234	26,003	1,769	7.30%		22,582	
10	210-45110.291	Health Imp Programs	1,400	2,057	-	-	-	n/a		2,057	
11	210-45110.330	Other Professional Services	14,500	11,121	8,220	8,220	-	0.00%		11,121	
12	210-45110.340	Computer Expenses	9,350	10,377	9,120	9,540	420	4.61%		10,377	
13	210-45110.500	Training, Conferences, Dues	9,784	10,684	9,988	10,288	300	3.00%		10,684	
14	210-45110.530	Communications	17,500	13,735	12,500	8,000	(4,500)	-36.00%		13,735	
15	210-45110.535	Telephone Services	6,000	2,268	3,600	3,960	360	10.00%		2,268	
16	210-45110.550	Printing & Advertising	3,460	2,928	3,639	3,500	(139)	-3.82%		2,928	
17	210-45110.610	Supplies	6,004	4,991	5,000	5,000	-	0.00%		4,991	
18	210-45110.813	Scholarships	5,000	5,000	4,000	4,000	-	0.00%		5,000	
19		PARKS and FACILITIES									
20	210-45220.110	Salaries - Regular	60,250	64,726	93,636	101,109	7,473	7.98%		64,726	
21	210-45220.140	Salaries - Part Time	44,697	57,425	24,977	20,500	(4,477)	-17.92%		57,425	
22	210-45220.210	Health Ins & Other Benefits	18,624	14,684	21,775	26,097	4,322	19.85%		14,684	
23	210-45220.220	Social Security	8,028	9,371	9,074	9,303	229	2.52%		9,371	
24	210-45220.230	Retirement	6,025	6,357	9,364	10,111	747	7.98%		6,357	
25	210-45220.291	Health Imp Programs	350	-	-	-	-	n/a		-	
26	210-45220.330	Other Professional Services	29,590	12,229	14,710	5,725	(8,985)	-61.08%	moved rubbish removal to buildings	12,229	
27	210-45220.434	Maintenance - Buildings/Grounds	10,694	11,577	9,996	11,073	1,077	10.77%		11,577	
28	210-45220.441	Land Lease	500	500	500	500	-	0.00%		500	
29	210-45220.442	Equipment Rental	7,500	7,918	7,300	1,800	(5,500)	-75.34%	moved lift rental to program fund	7,918	
30	210-45220.500	Training, Conferences, Dues	1,887	-	1,990	4,144	2,154	108.24%		-	
31	210-45220.610	Supplies	12,162	18,447	12,250	14,685	2,435	19.88%		18,447	
32			596,709	591,042	634,823	657,867	23,044	3.63%		197,014	
33											

	A	B	G	H	I	L	M	N	O	P	Q
1	EJRP FY20 Budget Summary										
2											1/18/19 10:42 AM
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
34	Footnote A: Information detailing what was moved to establish buildings and finance departments										
35											
36	Accounts moved to the Buildings Department										
37	210-45220.330	Other Professional Services (Rubbish)	3,600	3,600	3,600						
38	210-45220.410	Water & Sewer Charges	3,975	5,048	4,296						
39	210-45220.622	Electrical Service	28,009	33,927	29,852						
40	210-45220.623	Heating/Natural Gas	5,409	7,640	5,574						
41	210-45220.626	Gas, Grease & Oil	2,109	3,184	2,923						
42		Total Moved to Buildings	43,102	53,399	46,245						
43											
44	Accounts moved to the Finance Department										
45	210-45110.226	Workers Comp Insurance	7,685	2,051	9,538						
46	210-45110.250	Unemployment Insurance	5,652	1,174	2,594						
47	210-45110.521	Liability & Property Insurance	21,580	33,345	18,564						
48		Total Moved to Finance	34,917	36,570	30,696						
49		Dept total including buildings & Finance	78,019	89,969	76,941						
50		Dept total from PY budget	674,728	681,011	711,764						
51											
52											
53	Summary of EJRP Related Accounts in Buildings Department										
54	210-41942.026	Repair & Maintenance Buildings - Maple Street Park and Pool	3,600	3,600	3,600						
55	210-41941.026	Water/Sewer - Maple Street Park and Pool	3,975	5,048	4,296						
56	210-41947.026	Electricity - Maple Street Park and Pool	28,009	33,927	29,852						
57	210-41948.026	Natural Gas - Maple Street Park and Pool	5,409	7,640	5,574						
58	210-41944.022	Gasoline - Maple Street Park and Pool	2,109	3,184	2,923						
59		Total Moved to Buildings	43,102	53,399	46,245						
60											
61	Summary of EJRP Related Accounts in Finance Dept										
62	210-41510.226	Workers Comp Insurance	7,685	2,051	9,538						
63	210-41510.250	Unemployment Insurance	5,652	1,174	2,594						
64	210-41510.521	Liability & Property Ins	21,580	33,345	18,564						
65		New EJRP Charges in Finance & Buildings	78,019	89,969	76,941						

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Buildings Department FY20 Budget Summary												
2													1/18/2019
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
4	210-41940.210	Salaries - Regular							-	n/a	30% of Building Superintendent	#DIV/0!	
5	210-41940.130	Salaries - Overtime							-	n/a		#DIV/0!	
6	210-41940.210	Group Insurance							-	n/a		#DIV/0!	
7	210-41940.220	Social Security							-	n/a		#DIV/0!	
8	210-41940.230	Retirement						-	-	n/a		#DIV/0!	
9	210-41940.290	Other Employee Benefits						-	-	n/a		#DIV/0!	
10	210-41940.500	Training, Conferences & Dues							-	n/a		#DIV/0!	
11									-	n/a		#DIV/0!	
12	210-41941.020	Water/Sewer - 2 Lincoln Street (210-41940.410)	1,000	992	1,000	838	1,000	1,000	-	0.00%		915	
13	210-41941.021	Water/Sewer - Brownell Library	900	837	900	614	900	900	-	0.00%		726	
14	210-41941.022	Water/Sewer - Village Fire Station	600	603	610	484	610	500	(110)	-18.03%		544	
15	210-41941.023	Water/Sewer - Park Street School	-	-	-	600	575	650	75	13.04%		300	
16	210-41941.026	Water/Sewer - Maple Street Park and Pool	-	-	3,975	5,048	4,296	5,199	903	21.02%		2,524	
17		Water/Sewer Subtotal	2,500	2,432	6,485	7,584	7,381	8,249	868	11.76%		3,339	
18													
19	210-41942.020	Repair & Maintenance Buildings - 2 Lincoln Street (210-41940.434; 210-41940.565)	11,000	10,825	12,200	12,048	11,500	11,800	300	2.61%	Maint Bldg/Grnd + Rubbish Removal	11,437	
20	210-41942.021	Repair & Maintenance Buildings - Brownell Library	19,525	25,956	20,525	24,415	22,625	24,625	2,000	8.84%	Maint Bldg/Grnd + Alarm Maint	25,186	
21	210-41942.022	Repair & Maintenance Buildings - Village Fire Station	6,000	11,250	6,000	5,037	6,000	6,000	-	0.00%		8,144	
22	210-41942.023	Repair & Maintenance Buildings - Park Street School	-	-	-	794	600	600	-	0.00%	Rubbish Removal	397	
23	210-41942.026	Repair & Maintenance Buildings - Maple Street Park and Pool	-	-	3,600	3,600	3,600	3,600	-	0.00%	Rubbish Removal	1,800	
24		Repair & Maintenance Subtotal	36,525	48,031	42,325	45,894	44,325	46,625	2,300	5.19%		31,308	
25													
26	210-41943.020	Contractual Services - 2 Lincoln Street (210-41940.423)	9,565	8,857	9,000	8,592	9,000	9,000	2,300	25.56%	Cleaning	8,725	
27	210-41943.021	Contractual Services - Brownell Library	28,425	29,213	33,183	30,493	34,000	34,000	-	0.00%	Cleaning	29,853	
28	210-41943.022	Contractual Services - Village Fire Station	-	-	-	-	-	-	-	n/a		-	
29	210-41943.023	Contractual Services - Park Street School	-	-	-	-	-	-	-	n/a		-	
30	210-41943.026	Contractual Services - Maple Street Park and Pool	-	-	-	-	-	19,200	19,200	n/a	Cleaning; adding people and programming with co-location; can we stop the sunset studio lease and use those funds to help fund this	-	
31		Contractual Services Subtotal	37,990	38,070	42,183	39,085	43,000	62,200	19,200	44.65%		25,718	
32													
33	210-41944.022	Gasoline - Village Fire Station	6,500	3,656	6,000	5,001	6,000	6,000	-	0.00%		4,329	
34	210-41944.022	Gasoline - Maple Street Park and Pool	-	-	2,109	3,184	2,923	3,101	178	6.09%		1,592	
35		Gasoline Subtotal	6,500	3,656	8,109	8,185	8,923	9,101	178	1.99%		3,947	
36													

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Buildings Department FY20 Budget Summary												
2													1/18/2019
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
37	210-41945.020	Telephone - 2 Lincoln Street	3,848	3,562	3,956	3,545	3,676	3,676	-	0.00%	Land lines and internet from Admin and LH & Com Dev	3,554	
38	210-41945.021	Telephone - Brownell Library	1,200	1,213	1,200	1,307	1,200	1,400	200	16.67%		1,260	
39	210-41945.022	Telephone - Village Fire Station	2,115	2,115	2,115	2,115	2,115	2,115	-	0.00%	Internet and Land lines - not cell phones and cable TV	2,115	
40	210-41945.023	Telephone - Park Street School	-	-	-	-	-	2,520	2,520	n/a	note: moved in from program fund	-	
41	210-41945.026	Telephone - Maple Street Park and Pool	-	-	-	-	-	5,340	5,340	n/a	note: moved in from program fund	-	
42		Telephone Subtotal	7,163	6,890	7,271	6,967	6,991	15,051	8,060	115.29%		4,619	
43													
44	210-41946.020	General Supplies - 2 Lincoln Street (210-41940.610)	2,800	2,992	2,500	2,402	2,000	2,000	-	0.00%	toilet paper, paper towels, garbage bags etc	2,697	
45	210-41946.021	General Supplies - Brownell Library	-	-	-	-	-	-	-	n/a		-	
46	210-41946.022	General Supplies - Village Fire Station	2,000	2,000	2,000	2,000	2,000	2,000	-	0.00%	Estimate out of Fire Supplies line item	2,000	
47	210-41946.023	General Supplies - Park Street School	-	-	-	-	-	-	-	n/a		-	
48	210-41946.026	General Supplies - Maple Street Park and Pool	-	-	-	-	-	-	-	n/a		-	
49		General Supplies Subtotal	4,800	4,992	4,500	4,402	4,000	4,000	-	0.00%		3,131	
50													
51	210-41947.020	Electricity - 2 Lincoln Street (210-41940.622)	7,500	7,067	7,500	6,837	7,500	7,500	-	0.00%		6,952	
52	210-41947.021	Electricity - Brownell Library	15,250	14,990	15,250	14,255	15,250	15,000	(250)	-1.64%		14,623	
53	210-41947.022	Electricity - Village Fire Station	7,000	7,067	7,300	6,837	7,300	7,300	-	0.00%		6,952	
54	210-41947.023	Electricity - Park Street School	-	-	-	3,525	4,000	4,000	-	0.00%		1,763	
55	210-41947.026	Electricity - Maple Street Park and Pool	-	-	28,009	33,927	29,852	30,489	637	2.13%		16,963	
56		Electricity Subtotal	29,750	29,124	58,059	65,381	63,902	64,289	387	0.61%		31,502	
57													
58	210-41948.020	Natural Gas - 2 Lincoln Street (210-41940.623)	6,400	5,217	6,400	5,530	6,400	6,400	-	0.00%		5,374	
59	210-41948.021	Natural Gas - Brownell Library	7,400	6,144	7,400	5,905	7,400	7,400	-	0.00%		6,025	
60	210-41948.022	Natural Gas - Village Fire Station	5,200	3,917	4,800	4,647	4,800	4,800	-	0.00%		4,282	
61	210-41948.023	Natural Gas - Park Street School		-	-	3,211	2,500	3,300	800	32.00%		1,606	
62	210-41948.026	Natural Gas - Maple Street Park and Pool			5,409	7,640	5,574	6,960	1,386	24.87%		7,640	
63		Natural Gas Subtotal	19,000	15,278	24,009	26,933	26,674	28,860	2,186	8.20%		14,070	
64													
65	210-41949.020	Capital Outlay - 2 Lincoln Street (210-41940.891)	3,300	3,058	5,500	5,237	-	2,000	2,000	n/a	Office Rearrangement	4,148	
66	210-41949.021	Capital Outlay - Brownell Library	-	-	-	-	-	-	-	n/a		-	
67	210-41949.022	Capital Outlay - Village Fire Station	-	-	-	-	-	-	-	n/a		-	
68	210-41949.023	Capital Outlay - Park Street School	-	-	-	-	-	-	-	n/a		-	
69	210-41949.026	Capital Outlay - Maple Street Park and Pool	-	-	-	-	-	-	-	n/a		-	
70		Capital Outlay Subtotal	3,300	3,058	5,500	5,237	-	2,000	2,000	n/a		2,765	
71													
72			147,528	151,531	198,441	209,668	205,196	240,375	35,179	17.14%		120,400	

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Buildings Department FY20 Budget Summary												
2													1/18/2019
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
73													
74													
75	CROSSWALK:												
76	ORIGINAL LINCOLN HALL BUDGET HISTORY:												
77	210-41940.410	Water and Sewer Charges	1,000	992	1,000	838	1,000						
78	210-41940.411	Park St. School Water/Sewer	-	-	-	600	575						
79	210-41940.423	Contractual Services	9,565	8,857	9,000	8,592	9,000						
80	210-41940.434	Maintenance - Buildings/Grounds	9,000	9,268	10,000	9,730	9,500						
81	210-41940.521	Liability & Property Ins (moved to Finance)											
82	210-41940.535	Telephone Services	460	473	480	482	480						
83	210-41940.550	Printing	300	-	-	-	-						
84	210-41940.565	Rubbish Removal	2,000	1,557	2,200	2,356	2,000						
85	210-41940.566	Park St. School Rubbish Removal	-	-	-	794	600						
86	210-41940.610	Supplies	2,500	2,992	2,500	2,402	2,000						
87	210-41940.622	Electrical Service	7,500	7,067	7,500	6,837	7,500						
88	210-41940.623	Heating	6,400	5,217	6,400	5,530	6,400						
89	210-41940.624	Park St. School Electricity	-	-	-	3,525	4,000						
90	210-41940.625	Park St. School Natural Gas	-	-	-	3,211	2,500						
91	210-41940.891	Capital Outlay	3,300	3,058	5,500	5,237	-						
92		Total Lincoln Hall:	42,025	39,481	44,580	50,134	45,555						
93													
94													
95	Admin Accounts moved to the Buildings Department												
96	210-41320.535	Telephone Services	1,980	1,694	1,980	1,815	1,700						
97	210-41320.530	Communications (partial move)	419	419	419	419	419						
98		Total Moved to Buildings	2,399	2,113	2,399	2,234	2,119						
99													
100													
101	ComDev Accounts moved to the Buildings Department												
102	210-41970.535	Telephone Services	989	989	1,077	829	1,077						
103		Total Moved to Buildings	989	989	1,077	829	1,077						
104													
105													
106	EJRP Accounts moved to the Buildings Department												
107	210-45220.330	Other Professional Services (Rubbish)			3,600	3,600	3,600						
108	210-45220.410	Water & Sewer Charges			3,975	5,048	4,296						
109	210-45220.622	Electrical Service			28,009	33,927	29,852						
110	210-45220.623	Heating/Natural Gas			5,409	7,640	5,574						
111	210-45220.626	Gas, Grease & Oil			2,109	3,184	2,923						
112		Total Moved to Buildings	-	-	43,102	53,399	46,245						
113													

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Buildings Department FY20 Budget Summary												
2													1/18/2019
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget		FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual
114													
115	Fire Accounts moved to the Buildings Department												
116	210-42220.410	Water and Sewer Charge	600	603	610	484	610						
117	210-42220.434	Maint. Building/Grounds	6,000	11,250	6,000	5,037	6,000						
118	210-42220.535	Telephone Services	2,115	2,115	2,115	2,115	2,115						
119	210-42220.610	Supplies	2,000	2,000	2,000	2,000	2,000						
120	210-42220.622	Electrical Service	7,000	7,067	7,300	6,837	7,300						
121	210-42220.623	Heating/Natural Gas	5,200	3,917	4,800	4,647	4,800						
122	210-42220.626	Gas, Grease and oil	6,500	3,656	6,000	5,001	6,000						
123		Total Moved to Buildings	29,415	30,608	28,825	26,121	28,825						
124													
125													
126	Library Accounts moved to the Buildings Department												
127	210-45551.410	Water and Sewer Charges	900	837	900	614	900						
128	210-45551.423	Contract Services	28,425	29,213	33,183	30,493	34,000						
129	210-45551.434	Maint. Buildings/Grounds	19,000	24,571	20,000	23,922	22,000						
130	210-45551.436	Alarm System Maintenance	525	1,385	525	493	625						
131	210-45551.535	Telephone Services	1,200	1,213	1,200	1,307	1,200						
132	210-45551.622	Electrical Service	15,250	14,990	15,250	14,255	15,250						
133	210-45551.623	Heating/Natural Gas	7,400	6,144	7,400	5,905	7,400						
134		Total Moved to Buildings	72,700	78,353	78,458	76,989	81,375						
135													
136			147,528	151,544	198,441	209,706	205,196						

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Finance Department FY20 Budget Summary												
2													1/18/19 10:42 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
4	210-41510.210	Salaries - Regular						52,327	52,327	n/a		#DIV/0!	
5	210-41510.130	Salaries - Overtime						2,500	2,500	n/a		#DIV/0!	
6	210-41510.210	Group Insurance						6,334	6,334	n/a		#DIV/0!	
7	210-41510.220	Social Security						4,221	4,221	n/a		#DIV/0!	
8	210-41510.226	Workers Comp Insurance	2,695	2,808	10,612	5,705	11,950	6,154	(5,796)	-48.50%	moved in from all departments except Streets, Fire for WC, and enterprise funds	3,915	
9	210-41510.230	Retirement						5,283	5,283	n/a		#DIV/0!	
10	210-41510.250	Unemployment Insurance	2,353	975	7,584	1,516	3,672	1,520	(2,152)	-58.61%	moved in from all departments except Streets, Fire for WC, and enterprise funds	1,378	
11	210-41510.290	Other Employee Benefits							-	n/a		#DIV/0!	
12	210-41510.335	Audit	7,059	5,746	6,063	6,064	6,160	6,256	96	1.56%		5,905	
13	210-41510.521	Liability & Property Ins	40,198	40,952	57,393	62,069	46,599	62,689	16,090	34.53%	moved in from all departments except Streets, Fire for WC, and enterprise funds	45,708	
14	210-41510.522	Public Officials Liability	12,772	12,531	12,344	11,912	11,454	12,031	577	5.04%	moved in from all departments except Streets, Fire for WC, and enterprise funds	12,173	
15	210-41510.560	Dues/Subscriptions/Meetings						170	170	n/a		#DIV/0!	
16	210-41510.570	Other Purchased Services						768	768	n/a		#DIV/0!	
17	210-41510.580	Travel						100	100	n/a		#DIV/0!	
18	210-41510.610	General Supplies						150	150	n/a		#DIV/0!	
19			65,077	63,011	93,996	87,264	79,835	160,503	80,668	101.04%		67,111	
20													

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Finance Department FY20 Budget Summary												
2													1/18/19 10:42 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
21	Admin Accounts moved to the Finance Department												
22	210-41320.226	Workers Comp Insurance	896	963	774	1,157	684						
23	210-41320.250	Unemployment Insurance	607	291	317	68	300						
24	210-41320.335	Audit	7,059	5,746	6,063	6,064	6,160						
25	210-41320.521	Liability & Property Insurance	8,619	9,192	7,140	5,822	4,239						
26	210-41320.522	Public Officials Liability	6,386	6,265	6,172	5,956	5,727						
27		Total Moved to Finance	23,567	22,457	20,466	19,067	17,110						
28													
29	Lincoln Hall Accounts moved to the Finance Department												
30	210-41940.521	Liability & Property Insurance	7,125	6,233	6,294	4,312	5,372						
31		Total Moved to Finance	7,125	6,233	6,294	4,312	5,372						
32													
33	ComDev Accounts moved to the Finance Department												
34	210-41970.226	Workers Comp Insurance	418	440	510	605	415						
35	210-41970.250	Unemployment Insurance	252	112	125	39	113						
36	210-41970.521	Liability & Property Insurance	3,124	3,500	2,822	2,540	3,042						
37	210-41970.522	Public Officials Liability	6,386	6,265	6,172	5,956	5,727						
38		Total Moved to Finance	10,180	10,317	9,629	9,140	9,297						
39													
40	EconDev Accounts moved to the Finance Department												
41	210-41335.226	Workers Comp Insurance	107	110	129	136	106						
42	210-41335.250	Unemployment Insurance	170	63	126	23	65						
43	210-41335.521	Liability & Property Insurance	188	361	204	299	170						
44		Total Moved to Finance	465	534	459	458	341						
45													
46	EJRP Accounts moved to the Finance Department												
47	210-45110.226	Workers Comp Insurance			7,685	2,051	9,538						
48	210-45110.250	Unemployment Insurance			5,652	1,174	2,594						
49	210-45110.521	Liability & Property Insurance			21,580	33,345	18,564						
50		Total Moved to Finance	-	-	34,917	36,570	30,696						
51													
52	Fire Accounts moved to the Finance Department												
53	210-42220.521	Liability & Property Ins.	8,767	8,502	7,968	6,149	6,670						
54		Total Moved to Finance	8,767	8,502	7,968	6,149	6,670						
55													
56	Library Accounts moved to Finance												
57	210-45551.226	Workers Comp Insurance	1,274	1,295	1,514	1,751	1,207						
58	210-45551.250	Unemployment Insurance	1,324	508	1,364	211	600						
59	210-45551.521	Liability & Property Insurance	12,375	13,163	11,385	9,601	8,542						
60		Total Moved to Finance	14,973	14,966	14,263	11,563	10,349						
61													
62		Total Moved to Finance	65,077	63,009	93,996	87,259	79,835						

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Brownell Library FY20 Budget Summary												
2											1/18/19 10:42 AM		
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
4	210-45551.110	Salaries - Regular	314,229	306,743	313,189	296,896	319,700	328,509	8,809	2.76%		297,793.4	
5	210-45551.140	Salaries - Part Time	106,800	101,249	109,524	100,201	103,632	107,654	4,022	3.88%		98,545.4	
6	210-45551.210	Health Insurance & Other Benefits	106,126	87,266	116,088	104,160	107,125	119,148	12,023	11.22%		94,600.6	
7	210-45551.220	Social Security	32,695	31,279	32,500	30,451	32,458	33,336	878	2.71%		30,257.6	
8	210-45551.230	Retirement	31,423	27,910	31,319	29,181	31,970	32,537	567	1.77%		28,516.6	
9	210-45551.340	Computer Expenses	3,500	3,866	3,500	2,567	4,000	4,000	-	0.00%		2,986.7	
10	210-45551.500	Training, Conferences, Dues	3,000	1,585	4,000	3,675	4,000	4,000	-	0.00%		2,579.5	
11	210-45551.530	Technical Access	5,500	5,192	6,000	5,822	7,700	6,200	(1,500)	-19.48%		5,281.6	
12	210-45551.536	Postage/Delivery	3,500	2,151	3,500	2,839	3,500	3,500	-	0.00%		2,650.8	
13	210-45551.572	Interview costs	500	575	500	774	500	500	-	0.00%		585.8	
14	210-45551.574	Volunteer Expenses	600	645	700	662	800	800	-	0.00%		572.3	
15	210-45551.610	Supplies	13,000	11,528	13,000	12,859	13,000	14,000	1,000	7.69%		12,249.7	
16	210-45551.640	Adult Collection	34,500	32,964	36,500	36,845	38,500	40,000	1,500	3.90%		33,801.2	
17	210-45551.641	Juvenile Collection	17,250	13,552	18,250	14,262	19,250	20,000	750	3.90%		14,670.3	
18	210-45551.677	Computer Replacement	8,000	7,179	8,000	7,509	8,000	8,000	-	0.00%		7,583.8	
19	210-45551.836	Adult Programs	500	351	1,000	904	1,000	1,000	-	0.00%		482.5	
20	210-45551.837	Childrens Programs	3,200	3,071	4,000	2,169	4,500	4,500	-	0.00%		2,686.4	
21	210-45551.891	Capital Outlay	4,400	6,534	4,000	3,810	4,000	4,000	-	0.00%		3,448.1	
22			688,723	643,639	705,570	655,585	703,635	731,684	28,049	3.99%		639,292.1	
23													
24													

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Brownell Library FY20 Budget Summary												
2												1/18/19 10:42 AM	
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget		FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual
25	Footnote A: Information detailing what was moved to establish buildings and finance departments												
26													
27	Accounts moved to the Buildings Department												
28	210-45551.410	Water and Sewer Charges	900	837	900	614	900						
29	210-45551.423	Contract Services	28,425	29,213	33,183	30,493	34,000						
30	210-45551.434	Maint. Buildings/Grounds	19,000	24,571	20,000	23,922	22,000						
31	210-45551.436	Alarm System Maintenance	525	1,385	525	493	625						
32	210-45551.535	Telephone Services	1,200	1,213	1,200	1,307	1,200						
33	210-45551.622	Electrical Service	15,250	14,990	15,250	14,255	15,250						
34	210-45551.623	Heating/Natural Gas	7,400	6,144	7,400	5,905	7,400						
35		Total Moved to Buildings	72,700	78,353	78,458	76,989	81,375						
36													
37	Accounts moved to Finance												
38	210-45551.226	Workers Comp Insurance	1,274	1,295	1,514	1,751	1,207						
39	210-45551.250	Unemployment Insurance	1,324	508	1,364	211	600						
40	210-45551.521	Liability & Property Insurance	12,375	13,163	11,385	9,601	8,542						
41		Total Moved to Finance	14,973	14,966	14,263	11,563	10,349						
42		Dept total including buildings & Finance	87,673	93,319	92,721	88,552	91,724						
43		Dept total from PY budget	776,396	736,958	798,291	744,137	795,359						
44													
45													
46													
47	Summary of Library Related Accounts in Buildings Department												
48	210-41941.021	Water/Sewer - Brownell Library	900	837	900	614	900						
49	210-41943.021	Contractual Services - Brownell Library	28,425	29,213	33,183	30,493	34,000						
50	210-41942.021	Repair & Maintenance Buildings - Brownell Library	19,525	25,956	20,525	24,415	22,625						
51	210-41945.021	Telephone - Brownell Library	1,200	1,213	1,200	1,307	1,200						
52	210-41947.021	Electricity - Brownell Library	15,250	14,990	15,250	14,255	15,250						
53	210-41948.021	Natural Gas - Brownell Library	7,400	6,144	7,400	5,905	7,400						
54													
55	Summary of Library Related Accounts in Finance Dept												
56	210-41510.226	Workers Comp Insurance	1,274	1,295	1,514	1,751	1,207						
57	210-41510.250	Unemployment Insurance	1,324	508	1,364	211	600						
58	210-41510.521	Liability & Property Insurance	12,375	13,163	11,385	9,601	8,542						
59		New Library Charges in Finance & Buildings	87,673	93,319	92,721	88,552	91,724						

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Fire Department FY20 Budget Summary												
2													1/18/19 10:42 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
4	210-42220.140	Salaries - Firefighters	150,000	150,636	162,000	174,166	189,000	206,000	17,000	8.99%		152,807	
5	210-42220.200	Employee Assistance Program	864	864	864	864	864	864	-	0.00%		864	
6	210-42220.210	Accident & Disability Ins	3,600	3,620	3,600	3,592	3,600	3,600	-	0.00%		3,604	
7	210-42220.220	Social Security	11,511	11,289	12,393	13,498	14,510	15,392	882	6.08%		11,659	
8	210-42220.260	Worker's Compensation Ins	27,000	23,557	28,000	24,201	32,130	28,624	(3,506)	-10.91%		23,573	
9	210-42220.432	Vehicle Maintenance	14,000	20,825	17,000	42,530	18,000	18,000	-	0.00%		28,787	
10	210-42220.443	Radio Maintenance	2,000	2,760	1,800	1,896	1,800	6,000	4,200	233.33%		2,027	
11	210-42220.500	Training, Conferences, Dues	5,000	3,915	4,000	4,225	4,000	4,000	-	0.00%		3,599	
12	210-42220.535	Telephone Services	1,285	1,492	1,385	1,803	1,885	2,600	715	37.93%	Cell phones and cable; moved 2,115 to buildings	1,566	
13	210-42220.566	Physical Exams	6,000	6,456	6,600	7,820	6,600	6,800	200	3.03%		7,129	
14	210-42220.570	Maintenance Other	14,500	10,923	15,500	13,610	15,000	15,000	-	0.00%		14,273	
15	210-42220.578	Emergency Generator Maint.	500	739	480	1,288	480	480	-	0.00%		836	
16	210-42220.610	Supplies	400	395	1,000	1,474	1,000	1,000	-	0.00%	Moved \$2,000 to Buildings	2,197	
17	210-42220.611	New Equipment - Radios	2,000	-	1,500	-	1,500	1,500	-	0.00%		732	
18	210-42220.612	Uniforms, Boots, etc.	21,000	21,913	21,250	26,630	23,000	24,000	1,000	4.35%		22,369	
19	210-42220.615	EMS Supplies	1,000	860	1,000	402	1,000	1,000	-	0.00%		649	
20	210-42220.742	Vehicles - Transfer to Rolling Stock							-	n/a		#DIV/0!	
21	210-42220.838	Fire Prevention	2,000	1,931	2,000	1,772	2,000	2,000	-	0.00%		1,907	
22	210-42220.889	Routine Equipment Purchase	14,500	15,288	15,000	6,995	15,000	15,000	-	0.00%		12,362	
23									-	n/a		#DIV/0!	
24			277,160	277,460	295,372	326,765	331,369	351,860	20,491	6.18%		290,939	
25													
26					Without Transfer to RS			351,860	20,491	5.82%			
27													

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Fire Department FY20 Budget Summary												
2													1/18/19 10:42 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
28	Footnote A: Information detailing what was moved to establish buildings and finance departments												
29													
30	Accounts moved to the Buildings Department												
31	210-42220.410	Water and Sewer Charge	600	603	610	484	610						
32	210-42220.434	Maint. Building/Grounds	6,000	11,250	6,000	5,037	6,000						
33	210-42220.535	Telephone Services	2,115	2,115	2,115	2,115	2,115						
34	210-42220.610	Supplies	2,000	2,000	2,000	2,000	2,000						
35	210-42220.622	Electrical Service	7,000	7,067	7,300	6,837	7,300						
36	210-42220.623	Heating/Natural Gas	5,200	3,917	4,800	4,647	4,800						
37	210-42220.626	Gas, Grease and oil	6,500	3,656	6,000	5,001	6,000						
38		Total Moved to Buildings	29,415	30,608	28,825	26,121	28,825						
39													
40	Accounts moved to the Finance Department												
41	210-42220.521	Liability & Property Ins.	8,767	8,502	7,968	6,149	6,670						
42		Total Moved to Finance	8,767	8,502	7,968	6,149	6,670						
43		Dept total including buildings & Finance	38,182	39,110	36,793	32,270	35,495						
44		Dept total from PY budget	315,342	316,570	332,165	359,035	366,864						
45													
46													
47	Summary of Fire Related Accounts in Buildings Department												
48	210-41941.022	Water/Sewer - Village Fire Station	600	603	610	484	610						
49	210-41942.022	Repair & Maintenance Buildings - Village Fire Station	6,000	11,250	6,000	5,037	6,000						
50	210-41945.022	Telephone - Village Fire Station	2,115	2,115	2,115	2,115	2,115						
51	210-41946.022	General Supplies - Village Fire Station	2,000	2,000	2,000	2,000	2,000						
52	210-41947.022	Electricity - Village Fire Station	7,000	7,067	7,300	6,837	7,300						
53	210-41948.022	Natural Gas - Village Fire Station	5,200	3,917	4,800	4,647	4,800						
54	210-41944.022	Gasoline - Village Fire Station	6,500	3,656	6,000	5,001	6,000						
55													
56	Summary of Fire Related Accounts in Finance Dept												
57	210-41510.522	Public Officials Liability	8,767	8,502	7,968	6,149	6,670						
58		New Fire Charges in Finance & Buildings	38,182	39,110	36,793	32,270	35,495						

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Highway Department Village FY20 Budget Summary												
2												1/18/19 10:42 AM	
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
4	210-43110.110	Salaries - Regular	156,245	153,903	162,824	166,532	173,146	182,235	9,089	5.25%		157,217	
5	210-43110.130	Salaries - Overtime	16,300	16,398	16,300	19,687	17,278	17,300	22	0.13%		16,001	
6	210-43110.140	Salaries - Part Time	17,000	22,973	23,304	19,379	23,573	26,981	3,408	14.46%		20,803	
7	210-43110.210	Health Ins & Other Benefits	65,445	51,752	71,587	58,555	72,154	75,918	3,764	5.22%		54,084	
8	210-43110.220	Social Security	14,956	14,967	15,577	15,845	16,448	17,328	880	5.35%		14,886	
9	210-43110.226	Workers Comp Insurance	12,654	12,451	14,677	18,099	13,985	20,275	6,290	44.98%	Leave in this department, eventually we want to move all WC and Property insurance to Finance but not while the Town picks up the Village Highway Budget	14,671	
10	210-43110.230	Retirement	15,625	15,891	16,282	16,900	17,315	18,235	920	5.31%		16,081	
11	210-43110.250	Unemployment Insurance	631	240	631	88	300	100	(200)	-66.67%	Leave in this department, eventually we want to move all WC and Property insurance to Finance but not while the Town picks up the Village Highway Budget	274	
12	210-43110.330	Professional Services	10,000	18,841	10,000	21,202	10,000	15,000	5,000	50.00%	reclass of 43110.576 to here; formerly engineering svc	24,482	
13	210-43110.410	Water and Sewer Charge	1,517	2,325	1,700	1,648	2,100	2,000	(100)	-4.76%	will move to buildings once we are fully merged	1,874	
14	210-43110.432	R&M Services - Vehicles	22,000	37,213	22,000	28,251	25,000	26,500	1,500	6.00%		27,723	
15	210-43110.433	R&M Supplies - Vehicles							-	n/a	new account, to align	#DIV/0!	
16	210-43110.434	Maintenance of Buildings and Grounds	2,500	4,650	3,500	3,422	5,000	10,000	5,000	100.00%	will move to buildings once we are fully merged	4,257	
17	210-43110.441	Right of Way Agreements	11,343	10,163	11,764	11,643	12,472	12,890	418	3.35%		10,710	
18	210-43110.442	Equipment Rentals	8,000	12,046	9,000	3,059	8,000	2,500	(5,500)	-68.75%		6,729	
19	210-43110.443	Radio Maintenance	200	747	200	123	500		(500)	-100.00%	move to communications	290	
20	210-43110.500	Training, Conferences, Dues	500	211	500	370	500	500	-	0.00%		360	
21	210-43110.521	Liability & Property Insurance	16,878	15,818	15,343	11,551	12,288	11,667	(621)	-5.05%	Leave in this department, eventually we want to move all WC and Property insurance to Finance but not while the Town picks up the Village Highway Budget	13,939	
22	210-43110.530	Communications	3,000	3,244	3,500	2,618	3,500	3,500	-	0.00%	name changed from telephone to communications, radio maintenance now here	3,031	
23	210-43110.565	Rubbish Removal	6,500	8,131	7,000	7,482	8,000	8,500	500	6.25%		7,436	
24	210-43110.570	Maintenance Other	1,200	2,206	2,000	1,705	2,000		(2,000)	-100.00%	move to general supplies .610	1,691	
25	210-43110.572	Advertising and Interview Costs	500	189	500	196	500	500	-	0.00%		273	
26	210-43110.573	Accident Claims	500	1,000	1,000	1,049	1,000	1,000	-	0.00%		1,066	
27	210-43110.582	Traffic Calming (move to traffic control)	500	150	500	-	500		(500)	-100.00%	move to traffic control	50	
28	210-43110.610	General Supplies	17,500	28,866	20,000	30,299	22,000	24,000	2,000	9.09%		29,204	
29	210-43110.612	Uniforms	6,000	5,290	6,000	5,963	6,000	6,000	-	0.00%		5,578	
30	210-43110.616	Gravel, Topsoil	5,000	3,027	7,000	4,407	6,000		(6,000)	-100.00%	move to summer construction - supplies	5,238	
31	210-43110.617	Signs and Posts	3,500	1,107	4,000	2,843	3,000		(3,000)	-100.00%	move to summer construction - supplies	4,830	
32	210-43110.622	Electrical Service	4,200	3,478	4,000	3,350	4,000	4,200	200	5.00%		3,332	
33	210-43110.623	Heating/Natural Gas	4,000	3,185	4,400	3,731	4,000	4,000	-	0.00%		3,249	
34	210-43110.626	Vehicle Fuel	30,000	26,243	32,000	34,149	30,000	35,000	5,000	16.67%	old name: Gas, Grease and Oil	26,366	

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Highway Department Village FY20 Budget Summary												
2												1/18/19 10:42 AM	
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
35	210-43110.742	Vehicles - Transfer to Rolling Stock							-	n/a		#DIV/0!	
36	210-43110.891	Capital Outlay	9,000	-	6,000	-	6,000	10,000	4,000	66.67%		2,582	
37	210-43115.610	Street Lights Supplies/Maint.	3,500	15,163	7,500	5,543	12,000	12,000	-	0.00%	previously 43160	9,432	
38	210-43115.622	Electricity - Street/Traffic Lights	131,948	119,627	122,000	120,225	122,000	128,200	6,200	5.08%	previously 43160; old name: street lights rental/electricity	120,316	
39	210-43117.000	Streetscape Maintenance	16,000	11,049	16,000	15,834	16,000	28,500	12,500	78.13%	previously 43161; combine with Village Garden Spots, added 5K for Emerald Ash Borer Work	13,493	
40	210-43117.001	Village Garden Spots	3,000	3,800	4,000	3,625	4,000		(4,000)	-100.00%	Roll into Streetscape Maint	4,199	
41	210-43120.444	Street Markings	7,000	6,852	8,000	6,297	9,000		(9,000)	-100.00%	move to traffic control	7,109	
42	210-43120.570	Summer Constr - Purchased Services		166,758	225,000	187,753	225,000	210,000	(15,000)	-6.67%		128,595	
43	210-43120.610	Summer Constr - Supplies	218,000					24,000	24,000	n/a		#DIV/0!	
44	210-43123.570	Traffic Light Maintenance	2,000	2,100	3,000	17,809	3,500		(3,500)	-100.00%	move to traffic control	7,898	
45	210-43123.622	Traffic Light Electricity	6,000	5,313	7,900	7,860	6,200		(6,200)	-100.00%	move to electricity - street/traffic lights	6,909	
46	210-43123.730	Traffic Control	-	-	-	-	-	13,500	13,500	n/a	contains: traffic calming, street marking, traffic light maintenance	-	
47	210-43124.570	Sidewalk and Curb Maintenance	5,000	1,296	5,000	4,498	5,000	5,000	-	0.00%	old number: 210-43120.570	3,485	
48	210-43125.570	Winter Maint - Purchased Services	17,000	21,077	20,000	15,370	20,000	20,000	-	0.00%	previously contractual services	14,428	
49	210-43125.610	Winter Maint - Supplies	110,000	113,674	115,000	141,289	118,000	121,000	3,000	2.54%		111,217	
50	210-43150.430	Storm Sewer Maintenance	15,000	8,500	30,000	14,173	30,000	15,000	(15,000)	-50.00%	old account: 210-43151.430	13,700	
51	210-43151.110	Stormwater Salaries	40,766	40,901	41,616	41,884	44,011	45,487	1,476	3.35%		41,329	
52	210-43151.210	Stormwater Health and Other Ins	9,374	7,766	10,254	8,986	10,305	12,298	1,993	19.34%		8,194	
53	210-43151.220	Stormwater Social Security	3,119	3,132	3,184	3,215	3,390	3,480	90	2.65%		3,166	
54	210-43151.226	Stormwater Workers Comp	1,940	2,023	2,164	2,942	2,220	3,228	1,008	45.41%		2,327	
55	210-43151.230	Stormwater Retirement	4,077	3,916	4,162	2,674	4,401	4,549	148	3.36%		3,531	
56	210-43151.250	Stormwater Unemployment	76	32	80	4	40	5	(35)	-87.50%		24	
57	210-43161.002	Memorial Park Maintenance	3,000	3,854	3,500	3,865	3,500		(3,500)	-100.00%	Roll into Streetscape Maint	3,689	
58									-	n/a		#DIV/0!	
59			1,059,994	1,013,539	1,121,449	1,097,991	1,145,126	1,182,376	37,250	3.25%		981,349	
60													
61						Highway only:	1,080,759	1,113,329	3.0%	32,570			
62						Stormwater only:	64,367	69,047	7.3%	4,680			
63						Highway without transfer:	1,080,759	1,113,329	3.0%	32,570			

ROLLING STOCK FUND (HIGHWAY)															12/14/18												
DEPT	VEHICLE	MAKE	REPLACEMENT YEAR	TRADE IN VALUE	NET COST	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38		
Highway	4WD PICK UP	CHEVY SILVERADO	2016	33,148	15,000	18,148						29,548								41,432							
Highway	PICKUP	CHEVY SILVERADO	2013	31,000	1,000	30,000					39,448										53,359						
Highway	DUMPTRUCK -DIESEL	FREIGHTLINER	2013	145,000	12,000	133,000						182,868												265,835			
Highway	DUMPTRUCK -DIESEL	FREIGHTLINER	2014	145,000	12,000	133,000								194,735													
Highway	DUMPTRUCK -DIESEL	INTERNATIONAL	2012	145,000	12,000	133,000					177,192																
Highway	JETTER VAC TRUCK	VAC-ON	2010	84,500	15,000	69,500			112,500										124,666								
Highway	LOADER	JOHN DEERE	2001	121,500	25,000	96,500								148,230													
Highway	SIDEWALK PLOW	TRACKLESS	2015	118,500	18,000	100,500				132,112								172,158									
Highway	WHEEL LOADER	WACKER NEUSON	2018	59,973	5,000	54,973	59,973											91,239									
Highway	SKID STEER SIDEWALK PLOW	CAT	2001	51,000	5,000	46,000											74,456										
Highway	SIDEWALK PLOW	PRINOTH	2017	148,000	20,000	128,000						184,867								239,519							
Highway	ROLLER	ROSCOE	1979	15,000																							
Highway	PICKUP 4/WD 1 TON	CHEVY SILVERADO	2011	35,000	10,000	25,000	29,393							39,902													
Highway	4WD PICKUP	CHEVY SILVERADO	2011	35,000	10,000	25,000	29,393							39,902													
Highway	COMPRESSOR	SULLAIR	2017	14,880	2,500	12,380																			26,867		
Highway	DUMP TRUCK -DIESEL	FREIGHTLINER	2016	146,701	20,000	126,701										186,065											
Highway	VACUUM SWEEPER	JOHNSTON	2013	225,000	10,000	215,000						301,453											408,566				
Highway	TRAILER MOUNTED BOOM LIFT			31,800	5,000	26,800	30,164																				
TOTAL				1,586,002			148,922	0	0	112,500	132,112	216,640	212,416	486,319	422,769	186,065	0	74,456	263,397	124,666	41,432	292,878	0	408,566	265,835	26,867	
Rolling Stock Fund Funding and Fund Balance (Highway)																											
Beginning Cash Balance							37,513	173,473	315,033	345,133	361,221	298,381	245,365	(75,955)	(328,123)	(337,988)	(156,188)	(43,244)	(113,641)	(39,707)	123,061	39,984	255,384	67,817	28,582		
Planned Spending							0	0	(112,500)	(132,112)	(216,640)	(212,416)	(486,319)	(422,769)	(186,065)	0	(74,456)	(263,397)	(124,666)	(41,432)	(292,878)	0	(408,566)	(265,835)	(26,867)		
Vactor Truck Rental							4,560	4,560																			
General Fund Contribution							131,400	137,000	142,600	148,200	153,800	159,400	165,000	170,600	176,200	181,800	187,400	193,000	198,600	204,200	209,800	215,400	221,000	226,600	232,200		
Additional Half Penny on the tax rate to fund fire truck																											
Sale of Pumper																											
Town Contribution for Ladder Truck																											
Ending Balance							173,473	315,033	345,133	361,221	298,381	245,365	(75,955)	(328,123)	(337,988)	(156,188)	(43,244)	(113,641)	(39,707)	123,061	39,984	255,384	67,817	28,582	233,915		

increase5,600

1. Most replacement cost estimates include trade-in value of existing vehicles

2. Non-Fire Truck vehicles are inflated by 3% per year

3. Fire Trucks are inflated by 5% per year.

4. Fund was started in 1990. The proceeds from the sale of all equipment bought after that date shall be placed into the Rolling Stock Fund

5. General Replacement Assumptions:

Dump Trucks12

Pickup 4/WD8

Pickup10

Sidewalk Plow8

Fire Trucks20

Fire Pickup15

Sweeper/Wheel Lo10

Wacker Sdwlk Plow12

ROLLING STOCK FUND (FIRE)															12/14/18												
DEPT	VEHICLE	MAKE	REPLACEMENT YEAR	TRADE IN VALUE	NET VALUE	COST	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	
FIRE	PICKUP 8U61	GMC	2004	53,600	3,500	50,100	56,827															90,488					
FIRE	XT1500 GMP PUMPER	PIERCE ARROW	2017	600,223	40,000	560,223																			1,803,599		
FIRE	105' AERIAL 8L3	PIERCE ARROW	2012	830,000	80,000	750,000															2,017,369						
FIRE	COMBINATION RESCUE/PUMPER	KME PREDATOR	2008	564,202	50,000	392,202											1,122,935										
TOTAL							2,048,025	56,827	0	0	0	0	0	0	0	0	0	1,122,935	0	0	0	0	2,107,857	0	0	0	1,803,599
Rolling Stock Fund Funding and Fund Balance (Fire)																											
Beginning Cash Balance								29,197	97,897	171,897	251,197	335,797	455,697	579,997	708,697	841,797	979,297	(1,738)	144,562	295,262	450,362	609,862	(1,334,095)	(1,165,795)	(993,095)	(815,995)	
Payment of Fire Truck Notes								(33,600)	(32,700)	(31,800)	(30,900)																
Planned Spending								0	0	0	0	0	0	0	0	0	(1,122,935)	0	0	0	0	(2,107,857)	0	0	0	(1,803,599)	
Note for Fire Pumper 8E21 Replacement																											
General Fund Contribution								102,300	106,700	111,100	115,500	119,900	124,300	128,700	133,100	137,500	141,900	146,300	150,700	155,100	159,500	163,900	168,300	172,700	177,100	181,500	
Additional Half Penny on the tax rate to fund fire truck																											
Sale of Pumper																											
Town Contribution for Ladder Truck																											
Ending Balance								29,197	97,897	171,897	251,197	335,797	455,697	579,997	708,697	841,797	979,297	(1,738)	144,562	295,262	450,362	609,862	(1,334,095)	(1,165,795)	(993,095)	(815,995)	(2,438,094)

Increase4400

1. Most replacement cost estimates include trade-in value of existing vehicles

2. Non-Fire Truck vehicles are inflated by 3% per year

3. Fire Trucks are inflated by 5% per year.

4. Fund was started in 1990. The proceeds from the sale of all equipment bought after that date shall be placed into the Rolling Stock Fund

5. General Replacement Assumptions:

Dump Trucks12

Pickup 4/WD8

Pickup10

Sidewalk Plow8

Fire Trucks20

Fire Pickup15

Sweeper/Wheel Lo10

GENERAL FUND CAPITAL RESERVE PLAN

		Rev.	15% increase per year															
PROJECTS FUNDED BY VILLAGE \$ ONLY		Rank	Ref. #	Project Total	Date of Est	Estimated \$	Prior	FY17	FY18	FY19	FY20	FYE21	FYE22	FYE23	FYE24	FYE25	FYE26	Future
Y	Railroad Ave. Waterline So. of Lincoln Pl. to Central Ave.	77	W	102,568			7,288		952	94,328								
EEE	Greenwood Ave. Drainange Course Improvements	Done		55,743					46,413	9,330								
MMM	South St. Drainage	86		633,529	08/06/18	542,937			5,012				628,517					
	Facilities Assessment			10,000						10,000								
Q	Lamoille Water Line Replacement	70	W	583,185	05/01/18	495,940					42,160	541,025						
PPP	Iroquois Ave Road and Waterline rebuild	72	W	1,728,634	08/06/18	1,358,817								111,976	1,616,658			
BB/III	Rosewood Lane Sidewalk/Roadway Reconstruction	62		1,672,265	08/27/18	1,288,367										127,897	1,544,367	
S	North St. Roadway and Waterline	60		1,903,505	05/01/17	1,288,367												1,903,505
NNN	Pleasant St. Road Reconstruction	57		1,557,433	08/06/18	1,054,132												1,557,433
TT	Pearl St. Lighting & Sidewalk Wiley's Ct, to West st.	55		2,401,126	05/01/17	1,547,787												2,401,126
VV	West St. Sidewalk South St. to Clems Dr.	55		1,039,466	05/01/17	670,049												1,039,466
BBB	West St. & West St. Ext. Intersection Improvements	54		128,790	05/01/17	83,019												128,790
Yya	Main St. Sidewalk & Lighting Bridge to Crestview	46		421,077	05/01/17	271,430												421,077
J	Densmore Dr. Culvert & partial Road Reconstruction	46		719,754	05/01/17	463,960												719,754
HHH	Lincoln Hall Parking Lot	45		65,292	05/01/17	42,088												65,292
KK	Main St. Drainage Curb & Sidewalk Pleasant to Bridge	41		786,716	05/01/17	507,124												786,716
A	Abnaki Road Reconstruction	39		515,334	05/01/17	332,189												515,334
UU	Pearl Sidewalk West St. to Susie Wilson	63	W	1,407,672	05/01/17	907,397												1,407,672
U	Orchard Terrace Sidewalk Replacement	39		271,360	05/01/17	174,921												271,360
Totals Project Funded by Village \$ Only								0	52,377	113,658	42,160	541,025	628,517	111,976	1,616,658	127,897	1,544,367	11,217,525
PROJECTS FUNDED BY GRANTS																		
Stormwater Grants Summary			1	293,110				3,594	29,260	260,256								
Various Vtrans Grants				(293,110)														
Cost to Village (match paid by Town)				0														
Densmore Dr. Culvert Replacement Study			2	15,560						15,560								
Municipal Water Quality Asst.-FY19 UPWP Grant				(12,448)														
Densmore Dr. Culvert Study Net Cost to Village				3,112														
Main St. Pedestrian Bridge			3	166,808					65,386	101,422								
Vtrans Stuctures Grant				(150,127)														
Main St. Pedestrian Bridge Net Cost to Village				16,681														
Crescent Connector Park St. to Main St.				4,590,000			805,973	192,257	151,217	3,440,553								
Fed & State Grants			4	(4,500,000)														
Crescent Connector Net Cost to Village				90,000														
Pearl St. Missing Link Project			5	2,372,000			122,820	630,599	1,538,584	79,997								
Federal & State Grants through CCRPC & Vtrans				(2,342,000)														
Pearl St. Missing Link Net Cost to Village				30,000														
Totals Project Funded by Grants Awarded								826,450	1,784,447	3,897,788	0	0	0	0	0	0	0	0
Total Cost of all Projects Funded by Village \$ Only and Grants								826,450	1,836,824	4,011,446	42,160	541,025	628,517	111,976	1,616,658	127,897	1,544,367	11,217,525

GENERAL FUND CAPITAL RESERVE FUNDING & FUND BALANCE

				Prior	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27			
Beginning Fund Balance									439,622	563,681	901,934	796,134	665,876	1,124,648	162,100	784,179	100,034	
Planned Spending					(826,450)	(1,836,824)	(4,011,446)	(42,160)	(541,025)	(628,517)	(111,976)	(1,616,658)	(127,897)	(1,544,367)	(11,217,525)			
Funding Sources																		
Summary Stormwater Grants			1	293,110	0	27,978	265,132											
Municipal Water Quality Asst.-FY19 UPWP Grant			2	12,448			12,448											
Vtrans Structures Grant-Main St. Ped Bridge			3	150,127		56,931	93,196											
Crescent Connector Grant			4	4,500,000	824,306	98,573	209,260	3,367,861										
Pearl St. Missing Link Grants			5	2,342,000	115,338	645,812	1,516,733	64,117										
CVE Annual Contribution					75,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	
Transfer in of Fund Balance							96,000											
General Fund Transfer In					274,960	295,582	317,751	365,413	420,225	483,259	555,748	639,110	734,977	845,223	972,007			
Total Revenues							2,189,506	4,135,505	380,413	435,225	498,259	570,748	654,110	749,977	860,223	987,007		
Ending Fund Balance								563,681	901,934	796,134	665,876	1,124,648	162,100	784,179	100,034	(10,130,484)		

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

7.5%	7.5%	7.5%	15.0%	15.0%	15.0%	15.0%	15.0%	15.0%	15.0%
			47,662.60	54,811.99	63,033.79	72,488.85	83,362.18	95,866.51	110,246.48
tax rate			0.0043	0.0049	0.0057	0.0065	0.0075	0.0086	0.0099
House	280,000		12.02	13.82	15.90	18.28	21.02	24.17	27.80

**Village of Essex Junction
Capital Projects
Construction Cost Estimate**

Lamoille Street

Waterline Replacement and Roadway Reconstruction

Cost Reference Date: 5/1/2017

Estimate Preparation Date: 5/1/2017

Original Capital Plan Date: 9/29/2005

Primary Project Reason:

Replace existing undersized and old waterline

Secondary Project Reason:

Rebuild roadway in area of waterline replacement

Assumptions:

New roadway will have a pavement width of 24' with 1' gravel shoulder.

Existing drainage structures will set to new finish grade.

Existing waterline will remain in service until new waterline is operational.

A portion of each residential driveway will be rebuilt to match new roadway.

O	Pavement Overlay	\$	-
R	Roadway Reconstruction	\$	416,756.18
W	Waterline Improvements	\$	206,378.18
S	Sanitary Sewer Improvements	\$	-
D	Storm Drainage Improvements	\$	8,113.27
P	Sidewalk Improvements	\$	-
	Combined Total	\$	631,247.63

**Village of Essex Junction
Capital Projects
Construction Cost Estimate**

Lamoille Street

Waterline Replacement and Roadway Reconstruction

Cost Reference Date: 5/1/2017

Estimate Preparation Date: 5/1/2017

ITEM	QUANTITY	UNIT	PRICE	TOTAL
1) Saw Cut Existing Pavement 4" Thick	725	lf	\$ 3.35	\$ 2,428.75
2) Excavation of Pavement 4" to 6" Thick	2,750	sy	\$ 10.19	\$ 28,022.50
3) Excavation for New Roadway Subbase	3,450	cy	\$ 21.00	\$ 72,450.00
4) Mirafi 500X Geotextile Fabric	3,000	sy	\$ 1.67	\$ 5,010.00
5) Sand Borrow - 12"	990	cy	\$ 26.47	\$ 26,205.30
6) Dense Graded Crushed Stone - 24"	1,975	cy	\$ 35.96	\$ 71,021.00
7) Plant Mixed Gravel - 6"	500	cy	\$ 35.39	\$ 17,695.00
8) New Bituminous Concrete Pavement - 1-3/4", Type II	2,725	sy	\$ 12.37	\$ 33,708.25
9) New Bituminous Concrete Pavement - 1-1/4", Type III	2,725	sy	\$ 9.49	\$ 25,860.25
10) New Bituminous Concrete Driveway and Apron	560	sy	\$ 48.34	\$ 27,070.40
11) Remove and Reset Existing Catch Basin Frame and Grate	7	each	\$ 813.33	\$ 5,693.31
12) Wet Tap (8x8)	1	each	\$ 5,418.62	\$ 5,418.62
13) 8" Gate Valve	2	each	\$ 4,771.79	\$ 1,897.76
14) 8" Ductile Iron Pipe, CI 52	1,020	lf	\$ 81.72	\$ 83,354.40
15) 8" Mechanical Bends	2	each	\$ 799.85	\$ 2,447.87
16) Reducer (8x6)	2	each	\$ 824.97	\$ 1,649.94
17) New Hydrant Assembly (Tee, Valve, Hydrant, Glands and 6' Pipe)	2	each	\$ 6,439.05	\$ 12,878.10
18) 3/4" Copper Waterline	520	lf	\$ 44.41	\$ 23,093.20
19) 3/4" Corporation Stop	26	each	\$ 636.42	\$ 16,546.92
20) 3/4" Curb Stop	26	each	\$ 287.14	\$ 7,465.64
21) Traffic Control - Type I	60	day	\$ 460.34	\$ 27,620.40
22) Dust Control - Type II	1	ls	\$ 3,452.57	\$ 3,452.57
23) Mobilization	---	---	5%	\$ 25,049.51
Contingency	---	---	20%	\$ 105,207.94

Subtotal \$ 631,247.63
Design Engineering Services \$ 56,812.29
Bidding and Construction Services \$ 63,124.76
Grand Total \$ 751,184.68

	A	B	G	H	I	L	M	N	O	P	Q
1	EJRP Programs FY20 Budget Summary										
2										12/13/18 10:36 AM	
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget		FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual
4		REVENUES									
5	226-33582.050	Transfer from Essex Westford	-	115,969	-		-	-	n/a		115,969
6	226-34720.000	Pool Day Admission	65,310	59,534	72,737		68,136	(4,601)	-6.33%		59,534
7	226-34721.000	Pool Memberships	38,694	43,429	36,631		38,897	2,266	6.19%		43,429
8	226-34722.000	Swim Lessons	43,804	50,749	46,803		50,018	3,215	6.87%		50,749
9	226-34725.000	Concession Sales	25,977	17,786	25,896		2,500	(23,396)	-90.35%		17,786
10	226-34750.000	Facility & Field Rental	8,232	15,010	8,562		10,712	2,150	25.11%		15,010
11	226-34779.115	Youth Programs - Rec Programs	114,205	285,883	123,747		132,210	8,463	6.84%		285,883
12	226-34779.117	Youth Programs - Aquatics	-	-	-		161,029	161,029	n/a		-
13	226-34779.120	Youth Programs - After School	26,323	25,232	29,930		37,270	7,340	24.52%		25,232
14	226-34780.000	Adult Programs	62,343	43,592	45,483		51,236	5,753	12.65%		43,592
15	226-34781.120	Childcare - After School	561,592	566,519	591,662		627,381	35,719	6.04%		566,519
16	226-34781.121	Childcare - Preschool	357,617	318,873	360,358		365,604	5,246	1.46%		318,873
17	226-34781.122	Childcare - Day Camps	285,150	343,342	309,071		317,555	8,484	2.75%		343,342
18	226-34782.000	Shared Staffing Contract	11,925	36,030	51,181		41,646	(9,535)	-18.63%		36,030
19	226-39505.000	Sponsorship	8,675	1,850	9,700		8,500	(1,200)	-12.37%		1,850
20		Revenues Subtotal	1,609,847	1,923,797	1,711,761		1,912,694	200,933	11.74%		1,923,797
21											
22		ADMINISTRATION									
23	226-45110.110	Salaries - Regular	32,718	26,139	44,887		-	(44,887)	-100.00%		26,139
24	226-45110.140	Salaries - Part Time	15,121	1,895	6,870		3,310	(3,560)	-51.82%		1,895
25	226-45110.210	Health Ins & Other Benefits	9,717	12,991	11,300		-	(11,300)	-100.00%		12,991
26	226-45110.220	Social Security	3,660	2,144	3,959		253	(3,706)	-93.61%		2,144
27	226-45110.226	Workers Comp Insurance	30,006	28,592	33,837		29,736	(4,101)	-12.12%		28,592
28	226-45110.230	Retirement	4,150	-	4,357		-	(4,357)	-100.00%		-
29	226-45110.291	Health Imp Programs	350	-	-		-	-	n/a		-
30	226-45110.330	Other Professional Services	4,667	3,474	4,600		5,000	400	8.70%		3,474
31	226-45110.340	Computer Expenses	-	9,559	-		-	-	n/a		9,559
32	226-45110.442	Equipment Rental	2,000	5,337	2,000		2,500	500	25.00%		5,337
33	226-45110.500	Training, Conferences, Dues	10,387	10,211	12,240		8,500	(3,740)	-30.56%		10,211
34	226-45110.530	Communications	1,680	5,461	5,280		-	(5,280)	-100.00%		5,461

	A	B	G	H	I	L	M	N	O	P	Q
1	EJRP Programs FY20 Budget Summary										
2										12/13/18 10:36 AM	
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget		FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual
35	226-45110.535	Telephone Services	4,500	3,285	4,500		-	(4,500)	-100.00%		3,285
36	226-45110.536	Postage	3,219	8,057	8,632		6,816	(1,816)	-21.04%		8,057
37	226-45110.550	Printing & Advertising	15,400	18,222	15,000		22,123	7,123	47.49%		18,222
38		Administration Subtotal	137,575	135,368	157,462		78,238	(79,224)	-50.31%		135,368
39											
40		RECREATION PROGRAMS									
41	226-45115.110	Salaries - Regular	-	-	-		25,793	25,793	n/a		-
42	226-45115.140	Salaries - Part Time	40,093	17,358	25,764		24,640	(1,124)	-4.36%		17,358
43	226-45115.220	Social Security	3,079	1,328	1,971		3,910	1,939	98.38%		1,328
44	226-45115.330	Other Professional Services	86,206	243,481	87,658		112,294	24,636	28.10%		243,481
45	226-45115.410	Water & Sewer Charges	800	45	800		800	-	0.00%		45
46	226-45115.434	Maintenance - Buildings/Grounds	250	-	250		250	-	0.00%		-
47	226-45115.440	Rental	1,400	-	600		600	-	0.00%		-
48	226-45115.442	Equipment Rental	1,225	460	1,260		800	(460)	-36.51%		460
49	226-45115.500	Training, Conferences, Dues	850	-	600		600	-	0.00%		-
50	226-45115.536	Postage	79	-	79		-	(79)	-100.00%		-
51	226-45115.550	Printing & Advertising	354	90	350		450	100	28.57%		90
52	226-45115.580	Travel	1,508	-	-		-	-	n/a		-
53	226-45115.610	Supplies	24,795	36,264	23,600		23,276	(324)	-1.37%		36,264
54	226-45115.622	Student Special Programs	1,388	755	3,732		-	(3,732)	-100.00%		755
55		Recreation Programs Subtotal	162,027	299,781	146,664		193,413	46,749	31.87%		299,781
56											
57		AFTER SCHOOL CARE									
58	226-45120.110	Salaries - Regular	172,966	257,867	228,381		252,138	23,757	10.40%		257,867
59	226-45120.130	Salaries - Overtime	-	-	-		-	-	n/a		-
60	226-45120.140	Salaries - Part Time	149,687	144,114	153,094		171,264	18,170	11.87%		144,114
61	226-45120.210	Health Ins & Other Benefits	64,490	66,366	76,143		85,297	9,154	12.02%		66,366
62	226-45120.220	Social Security	24,384	30,450	29,183		32,390	3,207	10.99%		30,450
63	226-45120.230	Retirement	19,973	26,838	24,785		30,652	5,867	23.67%		26,838
64	226-45120.291	Health Imp Programs	1,750	1,185	-		-	-	n/a		1,185
65	226-45120.330	Other Professional Services	15,566	19,650	17,488		24,513	7,025	40.17%		19,650

	A	B	G	H	I	L	M	N	O	P	Q
1	EJRP Programs FY20 Budget Summary										
2										12/13/18 10:36 AM	
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget		FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual
66	226-45120.421	Truck Lease	23,845	23,845	24,005		24,145	140	0.58%		23,845
67	226-45120.500	Training, Conferences, Dues	13,835	7,782	16,600		18,760	2,160	13.01%		7,782
68	226-45120.535	Telephone Services	-	-	-		3,300	3,300	n/a		-
69	226-45120.580	Travel	30,259	21,664	28,845		33,066	4,221	14.63%		21,664
70	226-45120.610	Supplies	28,061	32,413	27,930		27,771	(159)	-0.57%		32,413
71	226-45120.626	Gas, Grease & Oil	1,750	181	1,750		1,900	150	8.57%		181
72		After School Care Subtotal	546,566	632,355	628,204		705,196	76,992	12.26%		632,355
73											
74		PRESCHOOL									
75	226-45121.110	Salaries - Regular	163,013	173,323	174,471		193,218	18,747	10.75%		173,323
76	226-45121.130	Salaries - Overtime	-	-	-		-	-	n/a		-
77	226-45121.140	Salaries - Part Time	41,438	26,137	31,385		23,139	(8,246)	-26.27%		26,137
78	226-45121.210	Health Ins & Other Benefits	86,583	60,969	79,671		83,864	4,193	5.26%		60,969
79	226-45121.220	Social Security	15,641	14,933	15,748		16,551	803	5.10%		14,933
80	226-45121.230	Retirement	16,300	16,670	17,447		18,142	695	3.98%		16,670
81	226-45121.291	Health Imp Programs	1,400	1,400	-		-	-	n/a		1,400
82	226-45121.330	Other Professional Services	2,710	6,150	3,072		3,072	-	0.00%		6,150
83	226-45121.434	Maintenance - Buildings/Grounds	-	-	3,333		-	(3,333)	-100.00%		-
84	226-45121.440	Rental	5,000	-	-		-	-	n/a		-
85	226-45121.500	Training, Conferences, Dues	11,998	8,157	12,560		8,744	(3,816)	-30.38%		8,157
86	226-45121.530	Communications	-	2,472	2,448		-	(2,448)	-100.00%		2,472
87	226-45121.580	Travel	960	575	1,728		1,728	-	0.00%		575
88	226-45121.610	Supplies	4,500	5,969	4,500		4,500	-	0.00%		5,969
89		Preschool Subtotal	349,543	316,755	346,363		352,958	6,595	1.90%		316,755
90											
91		SUMMER DAY CAMPS									
92	226-45122.110	Salaries - Regular	35,535	15,594	43,104		37,017	(6,087)	-14.12%		15,594
93	226-45122.130	Salaries - Overtime	-	-	-		-	-	n/a		-
94	226-45122.140	Salaries - Part Time	160,235	193,861	166,966		172,852	5,886	3.53%		193,861
95	226-45122.220	Social Security	14,976	16,061	16,070		16,055	(15)	-0.09%		16,061
96	226-45122.330	Other Professional Services	6,062	5,803	5,781		5,916	135	2.34%		5,803

	A	B	G	H	I	L	M	N	O	P	Q
1	EJRP Programs FY20 Budget Summary										
2										12/13/18 10:36 AM	
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget		FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual
97	226-45122.580	Travel	25,170	30,489	28,153		34,398	6,245	22.18%		30,489
98	226-45122.610	Supplies	15,499	17,884	13,699		14,176	477	3.48%		17,884
99	226-45122.626	Gas, Grease & Oil	-	-	150		100	(50)	-33.33%		-
100		Summer Day Camps Subtotal	257,477	279,692	273,923		280,514	6,591	2.41%		279,692
101											
102		POOL									
103	226-45124.140	Salaries - Part Time	91,127	88,812	90,109		88,040	(2,069)	-2.30%		88,812
104	226-45124.220	Social Security	6,972	6,834	6,893		6,735	(158)	-2.29%		6,834
105	226-45124.330	Other Professional Services	9,110	8,000	7,290		8,398	1,108	15.20%		8,000
106	226-45124.410	Water & Sewer Charges	1,799	1,840	1,988		2,037	49	2.46%		1,840
107	226-45124.434	Maintenance - Buildings/Grounds	16,496	22,715	19,683		21,246	1,563	7.94%		22,715
108	226-45124.610	Supplies	5,839	7,521	5,795		5,749	(46)	-0.79%		7,521
109		Pool Subtotal	131,343	135,722	131,758		132,205	447	0.34%		135,722
110											
111		CONCESSIONS									
112	226-45125.140	Salaries - Part Time	7,693	9,107	7,882		-	(7,882)	-100.00%		9,107
113	226-45125.220	Social Security	589	697	603		-	(603)	-100.00%		697
114	226-45125.500	Training, Conferences, Dues	140	140	140		-	(140)	-100.00%		140
115	226-45125.610	Supplies	15,394	14,239	15,824		-	(15,824)	-100.00%		14,239
116		Concessions Subtotal	23,816	24,183	24,449		-	(24,449)	-100.00%		24,183
117											
118		AQUATICS									
119	226-45126.140	Salaries - Part Time	-	-	-		3,600	3,600	n/a		-
120	226-45126.220	Social Security	-	-	-		275	275	n/a		-
121	226-45126.330	Other Professional Services	-	-	-		145,882	145,882	n/a		-
122							149,757	149,757			
123											
124		PARKS and FACILITIES									
125	226-45220.140	Salaries - Part Time	-	-	-		7,225	7,225	n/a		-
126	226-45220.220	Social Security	-	-	-		553	553	n/a		-
127	226-45220.330	Other Professional Services	-	-	-		2,500	2,500	n/a		-

	A	B	G	H	I	L	M	N	O	P	Q
1	EJRP Programs FY20 Budget Summary										
2										12/13/18 10:36 AM	
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget		FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual
128	226-45220.442	Equipment Rental	-	-	-		4,800	4,800	n/a		-
129	226-45220.550	Training, Conferences, Dues	1,500	1,879	1,750		3,500	1,750	100.00%		1,879
130	226-45220.610	Parks & Facilities Supplies	-	1,820	1,175		1,175	-	0.00%		1,820
131		Parks and Facilities Subtotal	1,500	3,698	2,925		19,753	16,828	575.32%		3,698
132											
133		REVENUES TOTAL	1,609,847	1,923,797	1,711,761		1,912,694	200,933	11.74%		1,923,797
134		EXPENSES TOTAL	1,609,847	1,827,555	1,711,748		1,912,034	200,286	11.70%		1,827,555
135		NET OPERATIONS	-	96,242	13		660	647	4976.92%		96,242

EJRP Capital Plan

Based on 1% of Village grand list with 1% annual growth

FY19 Village grand list: \$11,051,088

Category	FY20	FY21	FY22	FY23	FY24
	Amount	Amount	Amount	Amount	Amount
Resurfacing	\$ 40,976	\$ 33,292	\$ 6,300	\$ -	\$ 6,500
Playground Equipment	\$ -	\$ 55,000	\$ 70,500	\$ 75,000	\$ 35,000
Lighting & Technology	\$ 15,040	\$ 6,540	\$ 6,540	\$ 6,540	\$ -
Fencing	\$ -	\$ 8,400	\$ 9,700	\$ -	\$ -
Maintenance Equipment	\$ -	\$ -	\$ -	\$ 23,958	\$ 17,500
Buildings & Facilities	\$ 36,000	\$ -	\$ 11,319	\$ -	\$ -
Pedestrian Paths	\$ -	\$ -	\$ -	\$ -	\$ 47,648
Pool	\$ 10,300	\$ -	\$ -	\$ -	\$ -
Landscaping	\$ 9,300	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
TOTAL	\$111,616	\$112,732	\$113,859	\$114,998	\$116,148

FY20 Detail

Category	Items	Amount
Resurfacing	Maple Street: tennis courts, skatepark, baseball infield mix. Cascade: tennis courts (note: conversion of two tennis courts to six pickleball courts).	\$ 40,976
Lighting & Technology	Electronic sign lease. Second blinking crosswalk at Maple Street Park.	\$ 15,040
Buildings & Facilities	New roof and electrical service move on storage building at Maple Street. Vinyl siding on garage. New recreation master plan and recreation facility feasibility study (funded at 50% with Essex Parks & Recreation)	\$ 36,000
Pool	Resurface diving boards. New motor.	\$ 10,300
Landscaping	Tree planting and removal. Field maintenance.	\$ 9,300

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Senior Center FY20 Budget Summary												
2													12/13/18 10:49 AM
	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
3		REVENUES											
4	225-34700.000	Memberships	3,990	3,621	4,592	3,194	4,196	4,400	204	4.86%		3,408	
5	225-34701.000	Fund Raising Revenue	4,832	5,545	5,150	2,998	5,400	6,400	1,000	18.52%		4,272	
6	225-34702.000	Activity Fees	12,540	15,195	13,590	5,400	12,800	500	(12,300)	-96.09%		10,297	
7	225-34702.001	Trip Fees		1,114		-	-	17,500	17,500	n/a		557	
8	225-34702.002	Mealsite Outings		-		-	-	1,350	1,350	n/a		-	
9	225-34702.003	Mealsite Revenue				-	-	1,500	1,500	n/a		-	
10	225-34703.000	After Hour Fees	1,500	1,925	1,925	957	700	-	(700)	-100.00%		1,441	
11	225-36101.000	Interest Earnings		84		117	-	120	120	n/a		101	
12	225-36400.000	Donations	1,366	1,551	1,460	1,108	1,240	2,000	760	61.29%		1,329	
13	225-36509.000	Hoehl Op Grant		1,649		-	-	-	-	n/a		825	
14	225-36510.000	Hoehl Flooring Grant		900		-	-	-	-	n/a		450	
15	225-36603.000	Misc. Revenue		25,629		2,349	-	-	-	n/a		13,989	
16		Town Personnel Support					57,455	69,721	12,266	21.35%		#DIV/0!	
17		Village Buildings Donation					31,730	31,730	-	0.00%		#DIV/0!	
18		Revenues Subtotal	24,227	57,213	26,717	16,123	113,521	135,221	21,700	19.12%		36,668	
19													
20		EXPENSES											
21	225-45122.330	Other Professional Services	1,020	1,010	1,100	50	500	200	(300)	-60.00%		530	
22	225-45122.430	Repairs & Maintenance	3,725	3,872	3,500	2,626	3,600	4,800	1,200	33.33%		3,249	
23	225-45122.610	Operational Supplies	3,350	2,719	4,500	3,317	3,000	4,000	1,000	33.33%		3,018	
24	225-45122.612	Fund Raiser Expenses	693	1,294	750	2,288	2,000	2,000	-	0.00%		1,791	
25	225-45122.614	Program Expenses	1,250	1,771	2,500	2,993	2,700	3,000	300	11.11%		2,382	
26	225-45122.810	Trip Expenses	7,817	8,577	9,500	5,970	9,700	16,500	6,800	70.10%		7,274	
27	225-45122.812	Meal Site Expenses	2,000	3,876	2,500	5,043	2,800	1,400	(1,400)	-50.00%		4,459	
28	225-45122.813	Meal Site Outing Expenses	991	-	-	33	-	2,000	2,000	n/a		17	
29	225-49340.801	Hoehl Donation Exp	900	1,493	-	-	-	-	-	n/a		747	
30	225-49340.802	Hoehl Grant Exp		900		-	-	-	-	n/a		450	
31		Personnel Cost					57,455	69,721	12,266	21.35%		#DIV/0!	
32		Sr. Center Space Cost					31,730	31,730	-	0.00%		#DIV/0!	
33		Expenses Subtotal	21,745	25,511	24,350	22,321	113,485	135,351	21,866	19.27%		23,916	
34													
35		REVENUES TOTAL	24,227	57,213	26,717	16,123	113,521	135,221	21,700	19.12%		36,668	
36		EXPENSES TOTAL	21,745	25,511	24,350	22,321	113,485	135,351	21,866	19.27%		23,916	
37		NET OPERATIONS	2,482	31,702	2,367	(6,198)	36	(130)	(166)	-461.11%		12,752	

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Water Fund FY20 Budget Summary												
2													12/14/18 6:59 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
4		REVENUES											
5	254-34801.000	Sale of Water - Residential	846,258	901,046	930,063	934,325	993,251	1,067,985	74,734	7.52%		897,783	
6	254-34811.000	Water Billing Penalties	4,000	4,769	4,000	6,141	4,000	4,500	500	12.50%		5,126	
7	254-34812.000	Water Sales - Large Users	107,492	76,261	91,480	90,573	96,359	111,132	14,773	15.33%		95,438	
8	254-34821.000	Hook on Fees	15,000	14,450	15,000	8,200	15,000	15,000	-	0.00%		12,600	
9	254-34900.000	Sale of Water - GF	2,767,603	2,505,612	2,681,600	2,584,379	2,686,765	2,767,430	80,665	3.00%		2,532,800	
10	254-34902.000	Sale of Water - GF VT Tax	68,255	61,472	63,875	62,024	70,985	70,117	(868)	-1.22%		62,291	
11	254-34402.000	Interest Earnings	-	20	-	67	-		-	n/a		(10)	
12	254-34403.000	Misc - Unclassified	-	1,356	-	598	-		-	n/a		3,982	
13		Revenues Subtotal	3,808,608	3,564,987	3,786,018	3,686,307	3,866,360	4,036,164	169,804	4.39%		3,610,010	
14													
15													
16		EXPENSES											
17	254-43200.110	Salaries - Regular	105,379	67,668	111,775	103,492	109,133	118,220	9,087	8.33%		89,708	
18	254-43200.130	Salaries - Overtime	14,000	9,819	14,000	16,131	14,000	14,000	-	0.00%		12,341	
19	254-43200.140	Salaries - Part-time	5,166	2,626	5,293	4,136	5,427	9,193	3,766	69.39%		3,640	
20	254-43200.210	Health Insurance & Other Benefits	40,682	25,660	44,500	29,620	45,212	65,713	20,501	45.34%		30,793	
21	254-43200.220	Social Security	9,658	6,126	10,091	9,248	9,965	10,699	734	7.37%		7,921	
22	254-43200.226	Workers Compensation Insurance	5,528	5,437	6,624	6,917	6,716	7,992	1,276	19.00%		6,004	
23	254-43200.230	Retirement	10,538	6,707	11,178	9,892	10,913	11,822	909	8.33%		8,791	
24	254-43200.250	Unemployment Insurance	353	87	353	53	200	60	(140)	-70.00%		155	
25	254-43200.330	Other Professional Services	1,000	1,590	1,000	-	1,000	1,000	-	0.00%		551	
26	254-43200.335	Audit Services	4,217	3,433	3,623	3,623	3,680	3,738	58	1.58%		3,716	
27	254-43200.340	Computer Supplies and Software	2,100	1,105	1,500	1,194	1,000	1,000	-	0.00%		1,167	
28	254-43200.410	Water and Sewer Charge	400	92	200	97	200	200	-	0.00%		93	
29	254-43200.411	CWD Water Purchase	460,300	461,487	493,810	455,835	515,807	504,006	(11,801)	-2.29%		465,908	
30	254-43200.412	State Water Tax	11,352	12,436	12,662	10,852	13,628	13,153	(475)	-3.49%		11,808	
31	254-43200.430	Water Lines Maintenance - Breaks	16,000	22,737	16,000	107,875	16,000	16,000	-	0.00%		45,306	
32	254-43200.441	ROW Leases	142	8	142	100	142	142	-	0.00%		67	
33	254-43200.491	Contractual Services	113,888	113,888	106,531	103,410	104,158	118,159	14,001	13.44%	Admin fees and portion of finance dir	108,686	
34	254-43200.500	Training, Conferences, Dues	2,000	1,468	2,000	3,364	2,500	2,500	-	0.00%		2,158	
35	254-43200.521	Liability & Property Ins.	3,347	3,620	3,011	2,594	2,271	2,620	349	15.37%		3,083	
36	254-43200.535	Telephone Services	1,000	1,489	1,000	1,822	1,500	1,500	-	0.00%		1,434	
37	254-43200.536	Postage	2,000	1,636	2,000	2,577	2,000	2,600	600	30.00%		1,943	
38	254-43200.550	Printing and Advertising	2,000	2,003	2,000	1,939	2,608	2,000	(608)	-23.31%		1,849	
39	254-43200.570	Maintenance Other	1,000	3,541	2,000	10,446	2,500	2,500	-	0.00%		5,384	

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Water Fund FY20 Budget Summary												
2													12/14/18 6:59 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
40	254-43200.572	Interview Costs	-	2,649	-	175	-	-	-	n/a		980	
41	254-43200.610	Supplies	5,500	5,172	6,000	9,550	6,000	7,000	1,000	16.67%		7,466	
42	254-43200.612	Uniforms, Boots, Etc.	1,500	806	1,500	1,083	1,500	1,500	-	0.00%		944	
43	254-43200.613	Meters and Parts	-	303	1,000	-	500	500	-	0.00%		401	
44	254-43200.614	Distribution Materials	6,500	23,751	7,000	7,447	7,000	7,500	500	7.14%		16,696	
45	254-43200.622	Electrical Service	700	711	750	1,030	750	1,000	250	33.33%		818	
46	254-43200.623	Heating	3,000	2,402	4,000	2,608	3,000	3,000	-	0.00%		3,472	
47	254-43200.626	Gas, Grease and Oil	3,500	1,143	3,000	1,393	3,000	3,000	-	0.00%		1,366	
48	254-43200.742	Capital Reserve Fund Contribution	140,000	140,000	160,000	160,000	210,000	260,000	50,000	23.81%		143,333	
49	254-43200.805	Interest Expense	-	334	-	212	300	300	-	0.00%		3,008	
50	254-43200.891	Capital Outlay	-	3,447	6,000	3,099	6,000	6,000	-	0.00%		2,182	
51	254-43200.892	Transfer to Town for Benefits	-	11,180					-	n/a		5,590	
52	254-43210.411	CWD Water Purchase - GF	2,767,603	2,549,112	2,681,600	2,605,241	2,686,765	2,767,430	80,665	3.00%		2,554,254	
53	254-43210.412	State Water Tax - GF	68,255	62,540	63,875	62,024	70,985	70,117	(868)	-1.22%		62,646	
54		Expenses Subtotal	3,808,608	3,558,213	3,786,018	3,739,080	3,866,360	4,036,164	169,804	4.39%		3,613,798	
55									-	n/a			
56		REVENUES TOTAL	3,808,608	3,564,987	3,786,018	3,686,307	3,866,360	4,036,164	169,804	4.39%		3,610,010	
57		EXPENSES TOTAL	3,808,608	3,558,213	3,786,018	3,739,080	3,866,360	4,036,164	169,804	4.39%		3,613,798	
58		NET OPERATIONS	-	6,773	-	(52,773)	-	-	-	n/a		(3,787.6)	
59													
60													
61		Operating Budget	501,098	472,638	534,071	605,128	579,175	681,458	102,283	17.66%			
62		Village Budget	972,750	946,561	1,040,543	1,071,815	1,108,610	1,198,617	90,007	8.12%			

12/14/18
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Water Fund Capital Reserve Plan

PROJECT or Equipment	Prior	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Vactor Truck (partial share)					18,750				
Railroad Ave. Waterline Lincoln Place to Central Ave.	6,921	107,685							
Water meter upgrades to Radio Reads	148,264	38,254	38,254						
Lamoille St. Water Line Replacement			20,476	262,797					
Iroquois Ave Road and Waterline rebuild						32,430	412,398		
Backhoe Replacement						114,333			
Water Pickup Truck						41,527			
Bond Payment		45,757	45,213	44,557	43,808	42,978	42,083	41,144	40,172
Subtotal		191,696	103,942	307,354	62,558	231,268	454,482	41,144	40,172

Water Fund Capital Reserve Funding and Fund Balance

Beginning Fund Balance		10,376	29,440	186,258	189,664	487,106	665,838	671,356	1,140,213
Planned Spending		(191,696)	(103,942)	(307,354)	(62,558)	(231,268)	(454,482)	(41,144)	(40,172)
Vactor Truck Rental		760	760	760					
Transfer in From Water. Operating Budget		210,000	260,000	310,000	360,000	410,000	460,000	510,000	560,000
Projected Ending Fund Balance		29,440	186,258	189,664	487,106	665,838	671,356	1,140,213	1,660,041

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Sanitation Fund FY20 Budget Summary												
2													12/13/18 10:58 AM
	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
3													
4		REVENUES							-	n/a		#DIV/0!	
5	256-33900.000	Essex Pump Station Fees	23,128	23,911	23,878	28,275	25,940	28,750	2,810	10.83%	From Town for S Wilson & West St. PS	25,671	
6	256-33900.001	2 Party Agreement Revenue	15,000	15,000	15,000	15,000	15,000	15,000	-	0.00%		15,000	
7	256-34402.000	Interest Earnings	-	5,210	-	1,015	500	1,000	500	100.00%		2,079	
8	256-34403.000	Misc - Unclassified	-	887	-	3,938	-	6,240	6,240	n/a		2,972	
9	256-34801.000	Annual Customer Charge	552,556	565,633	567,372	568,857	586,985	635,664	48,679	8.29%		558,338	
10	256-34811.000	Penalty	2,500	2,686	2,500	3,100	2,500	2,500	-	0.00%		2,766	
11	256-34821.000	Hook On Fees	30,000	154,000	30,000	5,000	30,000	30,000	-	0.00%		105,667	
12		Revenues Subtotal	623,184	767,327	638,750	625,185	660,925	719,154	58,229	8.81%		712,492	
13													
14													
15		EXPENSES											
16	256-43200.110	Salaries - Regular	82,591	84,804	86,641	80,359	91,459	101,835	10,376	11.34%		79,822	
17	256-43200.130	Salaries - Overtime	12,000	13,772	12,000	13,914	14,185	14,000	(185)	-1.30%		12,159	
18	256-43200.140	Salaries - Part-time	5,166	2,626	5,293	4,136	5,427	9,232	3,805	70.11%		3,553	
19	256-43200.210	Health Insurance & Other Benefits	40,682	36,824	44,500	41,259	40,567	53,162	12,595	31.05%		36,726	
20	256-43200.220	Social Security	7,690	7,703	8,013	7,691	8,671	9,568	897	10.34%		7,296	
21	256-43200.226	Workers Compensation Insurance	4,581	5,138	5,208	5,425	5,282	6,967	1,685	31.90%		5,044	
22	256-43200.230	Retirement	8,259	8,205	8,664	9,412	9,146	10,183	1,037	11.34%		8,240	
23	256-43200.250	Unemployment Insurance	328	127	328	60	200	70	(130)	-65.00%		126	
24	256-43200.330	Other Professional Services	1,000	366	1,000	-	1,000	1,000	-	0.00%		122	
25	256-43200.335	Audit Services	2,108	1,716	1,812	1,811	1,840	1,869	29	1.58%		1,858	
26	256-43200.340	Computer Expenses	1,000	2,210	2,500	2,409	1,300	1,000	(300)	-23.08%		2,341	
27	256-43200.410	Water and Sewer Charge	500	281	500	272	500	500	-	0.00%		279	
28	256-43200.430	Sanitation Lines Maintenance	6,000	972	6,500	15,038	6,000	6,000	-	0.00%		10,269	
29	256-43200.434	Pump Station Maintenance	8,000	9,642	10,000	12,897	12,000	14,000	2,000	16.67%		13,498	
30	256-43200.436	Sanitation Line Back-up Clean	1,500	-	2,000	2,321	1,000	1,000	-	0.00%		774	
31	256-43200.441	Right of Way Agreements	1,058	1,563	1,098	1,573	1,140	1,640	500	43.86%		1,536	
											WWTF pump station fees; admin charges, and the charge for Finance Director		
32	256-43200.491	Contractual Services	144,188	144,188	136,831	133,710	135,883	150,159	14,276	10.51%		139,262	
33	256-43200.500	Training, Conferences, Dues	150	-	200	-	200	200	-	0.00%		32	
34	256-43200.521	Liability & Property Ins.	8,183	7,713	5,812	4,425	6,225	4,469	(1,756)	-28.21%		6,156	
35	256-43200.536	Postage	3,500	3,268	3,500	5,066	3,500	5,000	1,500	42.86%		3,862	
36	256-43200.550	Printing and Advertising	500	1,213	550	1,389	1,000	1,500	500	50.00%		1,066	
37	256-43200.570	Maintenance Other	1,500	14,557	1,500	452	2,500	2,500	-	0.00%		5,359	
38	256-43200.572	Interview Costs							-	n/a		1,044	
39	256-43200.610	Supplies	1,000	355	1,000	2,827	1,000	1,000	-	0.00%		2,285	

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	Sanitation Fund FY20 Budget Summary												
2													12/13/18 10:58 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
40	256-43200.612	Uniforms, Boots, Etc.	1,500	1,601	1,500	1,074	1,500	1,500	-	0.00%		1,270	
41	256-43200.622	Electrical Service	11,000	10,001	12,000	12,666	12,000	14,000	2,000	16.67%		10,688	
42	256-43200.623	Heating	1,700	1,851	1,300	1,028	1,900	1,800	(100)	-5.26%		1,344	
43	256-43200.626	Gas, Grease and Oil	2,500	1,681	2,500	2,894	2,500	3,500	1,000	40.00%		2,093	
44	256-43200.742	Transfer to Capital Reserve	95,000	215,167	95,000	95,000	95,000	95,000	-	0.00%		135,056	
45	256-43200.891	Capital Outlay	-	5,133	-	-	5,000	5,000	-	0.00%		3,118	
46	256-43200.892	Transfer to Town for Benefits	-	11,180	-	-	-		-	n/a		5,590	
47	256-43220.001	Susie Wilson PS Costs	9,000	7,745	9,000	11,863	10,000	12,000	2,000	20.00%		8,886	
48	256-43220.002	West Street PS Costs	10,000	12,166	11,000	12,796	12,000	13,000	1,000	8.33%		12,854	
49		Expenses Subtotal	472,184	613,768	477,750	483,768	489,925	542,654	52,729	10.76%		521,049	
50													
51		REVENUES TOTAL	623,184	767,327	638,750	625,185	660,925	719,154	58,229	8.81%		712,492	
52		EXPENSES TOTAL	472,184	613,768	477,750	483,768	489,925	542,654	52,729	10.76%		521,049	
53		NET OPERATIONS	151,000	153,559	161,000	141,417	171,000	176,500	5,500	3.22%		191,443	

Sanitation Fund Capital Reserve Plan								
Project or Equipment	Prior	FY18	FY19	FY20	FY21	FY22	FY23	FY24
Vactor Truck Partial Share (Place Holder)						225,000		
Water Meter upgrades to radio reads	181,632	25,637	76,509	76,509				
Water/Sewer Billing Conversion to NEMRC	2,000	3,292						
Manhole Rehab/Sliplining			40,000	40,000	40,000	40,000	40,000	40,000
West St. Pump Station Contol Cabinet				40,000				
Susie Wilson St. Pump Station Control Cabinet				40,000				
River Street PS Control Panel, anodes	2,850							
South Street PS Replace pump #1, 2 and valves, vent, anodes			40,000					
Trailer Pump			30,000					
HS Pump Station Upgrade Bond Payment		67,119	67,119	67,119	67,119			
ARRA Stimulus Loan Repayment		14,880	14,880	14,880	14,880			
Capital reserve annual expense		110,928	268,508	278,508	121,999	265,000	40,000	40,000
Sanitation Capital Reserve Funding and Fund Balance								
Beginning Fund Balance			697,392	533,004	428,616	410,737	240,737	295,737
Planned Spending			(268,508)	(278,508)	(121,999)	(265,000)	(40,000)	(40,000)
Town payment for West. St. & Susie Wilson PS Contol Cabinets				70,000				
Vactor Truck Rental			9,120	9,120	9,120			
Transfer in From Sanit. Operating Budget			95,000	95,000	95,000	95,000	95,000	95,000
Projected Ending Fund Balance			533,004	428,616	410,737	240,737	295,737	350,737

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	WWTF Fund FY20 Budget Summary												
2													12/14/18 7:41 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
4		REVENUES							-	n/a			
5	255-34801.000	Village User Charge	681,161	689,249	645,063	647,712	694,916	773,778	78,862	11.35%		688,920	
6	255-34811.000	Village User Penalties	3,000	3,361	3,000	3,513	3,000	3,500	500	16.67%		3,471	
7	255-34812.000	Village Septage Discharge	15,000	18,533	20,000	20,997	18,000	16,000	(2,000)	-11.11%		22,224	
8	255-34813.000	Village Leachate Revenues	-	1,044	-	815	-	-	-	n/a		919	
9	255-34900.000	Wastewater Charge - Essex	436,976	436,976	476,928	476,928	477,278	488,171	10,893	2.28%		458,729	
10	255-34901.000	Wastewater Charge - Williston	611,766	611,766	675,345	675,345	715,917	752,597	36,680	5.12%		628,801	
11	255-34903.001	Shared Septage Revenues	5,000	6,178	9,511	9,881	9,000	8,000	(1,000)	-11.11%		9,877	
12	255-34903.003	Shared Leachate Revenues	-	348	-	383	-	-	-	n/a		393	
13	255-34903.005	Pump Station Maint. Fees	30,300	30,300	30,300	30,300	31,725	32,000	275	0.87%		30,300	
14	255-34402.000	Interest Earnings	-	3,684	-	2,066	-	-	-	n/a		2,296	
15	255-34403.000	Misc - Unclassified Revenue	-	23	-	357	-	-	-	n/a		231	
16		Revenues Subtotal	1,783,203	1,801,462	1,860,147	1,868,296	1,949,836	2,074,046	124,210	6.37%		1,846,162	
17													
18													
19		EXPENSES											
20	255-43200.110	Salaries - Regular	333,046	330,279	340,008	302,046	343,375	339,164	(4,211)	-1.23%	Vacant position bud for 1/2 year instead of full year	314,080	
21	255-43200.130	Salaries - Overtime	48,000	43,928	48,000	42,194	45,000	48,000	3,000	6.67%		42,752	
22	255-43200.140	Salaries - Part-time	8,139	22,191	10,000	17,881	16,000	15,394	(606)	-3.79%		19,637	
23	255-43200.210	Health Insurance & Other Benefits	109,133	79,250	119,377	93,252	137,000	134,490	(2,510)	-1.83%		82,912	
24	255-43200.220	Social Security	30,142	28,616	30,613	30,075	31,095	33,916	2,821	9.07%		28,547	
25	255-43200.226	Workers Compensation Insurance	17,400	17,141	20,215	26,450	20,534	29,669	9,135	44.49%		19,897	
26	255-43200.230	Retirement	33,305	30,572	34,001	33,751	34,338	33,916	(422)	-1.23%		31,328	
27	255-43200.250	Unemployment Insurance	837	358	500	137	420	150	(270)	-64.29%		296	
28	255-43200.320	Legal Services	1,000	-	1,000	-	2,000	4,000	2,000	100.00%		55	
29	255-43200.330	Other Professional Services	6,000	986	4,000	325	4,000	4,000	-	0.00%		1,445	
30	255-43200.335	Audit Services	4,950	4,030	4,253	4,253	4,320	4,388	68	1.57%		4,363	
31	255-43200.410	Water and Sewer Charge	4,000	2,128	3,000	2,712	3,000	3,000	-	0.00%		2,538	
32	255-43200.432	Vehicle Maintenance	3,500	1,914	3,000	4,486	3,000	4,000	1,000	33.33%		2,581	
33	255-43200.491	Contractual Services	56,944	56,944	53,266	51,705	52,079	59,080	7,001	13.44%	Admin fees and portion of finance dir	54,343	
34	255-43200.500	Training, Conferences, Dues	6,500	5,464	6,500	7,849	6,500	7,000	500	7.69%		6,064	
35	255-43200.521	Liability & Property Ins.	23,808	22,989	38,015	27,702	32,275	27,979	(4,296)	-13.31%		24,341	
36	255-43200.535	Telephone Services	6,000	4,577	6,000	4,042	6,000	6,000	-	0.00%		4,470	

	A	B	E	F	G	H	I	L	M	N	O	P	Q
1	WWTF Fund FY20 Budget Summary												
2													12/14/18 7:41 AM
3	Account Number	Account Name	FY17 Budget	FY17 Actual	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	FY16-FY18 Average Actual	
37	255-43200.565	Grit Disposal	9,000	10,356	15,000	11,038	18,000	14,000	(4,000)	-22.22%		9,827	
38	255-43200.567	Sludge Processing	130,000	137,340	130,000	77,933	140,000	150,000	10,000	7.14%		120,358	
39	255-43200.568	Sludge Management	150,000	127,963	150,000	174,297	150,000	150,000	-	0.00%		147,889	
40	255-43200.569	WWTF Annual Permit Fee	7,500	9,900	9,900	9,900	9,900	9,900	-	0.00%		9,900	
41	255-43200.570	Maintenance Other	85,000	85,060	90,000	133,791	100,000	120,000	20,000	20.00%		119,062	
42	255-43200.572	Interview Costs	-	523	-	-	-		-	n/a		184	
43	255-43200.577	Contract Laboratory Services	9,000	10,981	9,000	6,947	11,000	12,000	1,000	9.09%		8,289	
44	255-43200.610	Supplies	10,000	8,256	10,000	5,685	10,000	8,500	(1,500)	-15.00%		7,849	
45	255-43200.612	Uniforms, Boots, Etc.	6,000	5,506	5,000	5,028	6,000	5,500	(500)	-8.33%		4,730	
46	255-43200.618	Supplies - Laboratory	13,000	16,198	15,000	17,238	18,000	19,000	1,000	5.56%		16,106	
47	255-43200.619	Chemicals	195,000	284,508	210,000	285,222	230,000	300,000	70,000	30.43%		261,121	
48	255-43200.622	Electrical Service	150,000	143,277	150,000	117,640	150,000	140,000	(10,000)	-6.67%		130,463	
49	255-43200.623	Heating	20,000	23,372	20,000	23,933	20,000	25,000	5,000	25.00%		22,209	
50	255-43200.626	Gas, Grease and Oil	6,000	5,177	4,500	4,492	6,000	6,000	-	0.00%		4,179	
51	255-43200.742	Transfer to Capital Reserve	300,000	300,000	320,000	320,000	340,000	360,000	20,000	5.88%		300,000	
52	225-43200.892	Transfer to Town for Benefits	-	5,590					-	n/a		5,590	
53		Expenses Subtotal	1,783,204	1,825,375	1,860,148	1,842,002	1,949,836	2,074,046	124,210	6.37%		1,803,680	
54									-	n/a			
55		REVENUES TOTAL	1,783,203	1,801,462	1,860,147	1,868,296	1,949,836	2,074,046	124,210	6.37%		1,846,162	
56		EXPENSES TOTAL	1,783,204	1,825,375	1,860,148	1,842,002	1,949,836	2,074,046	124,210	6.37%		1,803,680	
57		NET OPERATIONS	(1)	(23,913)	(1)	26,294	-	-	-	n/a		42,482	
58													
59													
60						Calculation of Village User Fees							
61						Village User Fees		773,778					
62						Village User Penalties		3,500					
63						Village Septage Revenue		16,000					
64						Village Leachate Revenue		-					
65													
66						Total Village Revenues		793,278					

WWTF Capital Reserve Plan

Project or Equipment	FYE18	FYE19	FYE20	FYE21	FYE22	FYE23	FYE24
Vactor Truck Replacement							
Automatic Samplers	2,032						
Front End Loader	62,469						
Vactor Truck Replacement					18,750		
Hydroflow Unit		40,000					
Digester Cleaning	0	75,000					
Capital Planning - 20 Year	0	30,000					
Headworks Screen	120,172	27,800					
Alkalinity Control Installation	18,050	76,950					
Universal Ordinance							
Primary Digester Block Re-Face			50,000				
Flow EQ Digester Concrete Crack Sealing			25,000				
Aeration Delivery Optimization							
ARRA Stimulus Loan Payback	2,457	2,457	2,457	2,457	2,457	2,457	2,457
Capital reserve annual expense	205,180	252,207	77,457	2,457	21,207	2,457	2,457

WWTF Capital Reserve Funding and Fund Balance						
Beginning Fund Balance	839,482	972,275	1,254,818	1,632,361	2,011,154	2,428,697
Planned Spending	(252,207)	(77,457)	(2,457)	(21,207)	(2,457)	(2,457)
Interest						
Transfer in From WWTF Operating Budget	340,000	360,000	380,000	400,000	420,000	440,000
Governors Phosphorus Innovation Grant	45,000					
Projected Ending Fund Balance	972,275	1,254,818	1,632,361	2,011,154	2,428,697	2,866,240



2 Lincoln Street
Essex Junction, VT 05452
www.essexjunction.org

MEMORANDUM

TO: Village Trustees; Evan Teich, Unified Manager
FROM: Sarah Macy, Finance Director/Assistant Village Manager
DATE: February 12, 2019
SUBJECT: Adoption of the FY20 Proposed Budget

Issue

The issue is whether or not the Trustees will adopt the proposed FY20 Budgets

Discussion

The budget was discussed and approved as presented at the Trustees Meeting of 1/22/19.

The amounts of the proposed FY20 Village Operating Budgets are as follows:

General Fund	\$ 5,164,913
Water Fund	\$ 4,036,164
Wastewater Fund	\$ 2,074,046
Sanitation Fund	\$ 542,654
Recreation Programs Fund	\$ 1,912,034

The amounts of the proposed FY20 Capital Fund Budgets are as follows:

General Fund Capital Reserve	\$ 42,160
Rolling Stock Fund	\$ 33,600
Water Fund Capital Reserve	\$ 103,942
WWTF Capital Reserve	\$ 77,457
Sanitation Fund Capital Reserve	\$ 278,508
Recreation Capital Reserve	\$ 111,616

Cost

The estimated tax rate to support the General Fund Budget is \$0.3191. This is an increase of 3.00% from the FY19 rate. The utility rates to support the enterprise funds budgets are estimated to increase by 8.8%.

Recommendation

Staff recommends the Trustees adopt the various FY20 budgets in the amounts listed above.



Community Development Department

2 Lincoln Street
Essex Junction, VT 05452
www.essexjunction.org

Office: (802) 878-6944
Fax: (802) 878-6946

MEMORANDUM

TO: Evan Teich, Village Manager, Trustees
FROM: Rick Jones, Jim Jutras, Robin Pierce.
DATE: February 12, 2019
SUBJECT: Adoption of road, sidewalk and utility infrastructure on Taft Street.

Issue

The issue is whether or not the Trustees wish to adopt a portion of the road, sidewalk, utility infrastructure and stormwater pond on Taft Street as outlined in the attached Plan.

Discussion

CTE build houses on Taft Street as part of their curriculum and this averages around one home every two years.

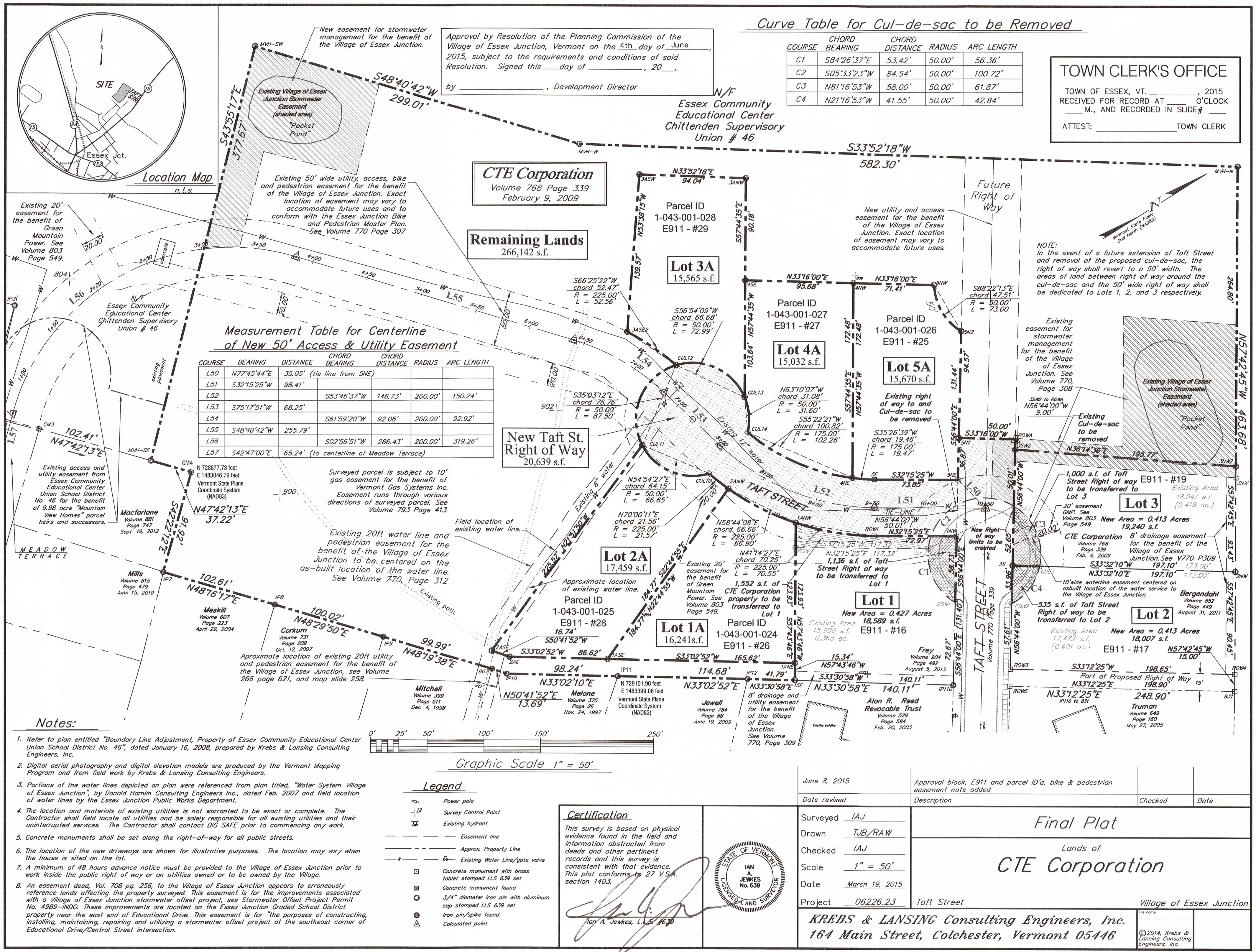
The Village Engineer inspected the construction during development and we have a letter of compliance from the CTE engineering consultants confirming that the infrastructure conforms with the Village Land Development Code. Village Staff recommends that the Trustees issue a conditional acceptance noting that there may be work that must be addressed that could include but is not limited to removal of sediment from the pond, removal of sediment from catch basins, pond and outfall slope stabilization which cannot be determined now with the snow and ice cover.

Cost

The cost to the Village would be ongoing maintenance for adopted portion of the road, sidewalk and utilities.

Recommendation

It is recommended by Staff that the Trustees conditionally approve adoption of the road, sidewalk and utility infrastructure for the portion of Taft Street shown in the attached Map.



Curve Table for Cul-de-sac to be Removed

COURSE	CHORD BEARING	CHORD DISTANCE	RADIUS	ARC LENGTH
C1	S84°26'37"E	53.42'	50.00'	56.36'
C2	S05°33'23"W	84.54'	50.00'	100.72'
C3	N81°16'53"W	58.00'	50.00'	61.87'
C4	N21°16'53"W	41.55'	50.00'	42.84'

TOWN CLERK'S OFFICE

TOWN OF ESSEX, VT. _____, 2015
RECEIVED FOR RECORD AT _____ O'CLOCK
_____, AND RECORDED IN SLIDE# _____
ATTEST: _____ TOWN CLERK

Measurement Table for Centerline of New 50' Access & Utility Easement

COURSE	BEARING	DISTANCE	CHORD BEARING	CHORD DISTANCE	RADIUS	ARC LENGTH
L50	N77°45'44"E	35.05' (tie line from SNE)				
L51	S32°15'25"W	98.41'				
L52			S53°46'37"W	146.73'	200.00'	150.24'
L53	S75°17'51"W	68.25'				
L54			S61°59'20"W	92.08'	200.00'	92.92'
L55	S48°40'42"W	255.79'				
L56			S02°56'51"W	286.43'	200.00'	319.26'
L57	S42°47'00"E	65.24' (to centerline of Meadow Terrace)				

Notes:

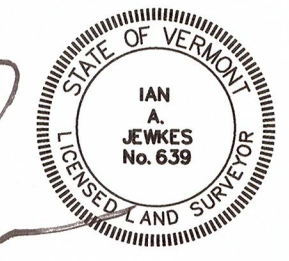
- Refer to plan entitled "Boundary Line Adjustment, Property of Essex Community Educational Center Union School District No. 46", dated January 16, 2008, prepared by Krebs & Lansing Consulting Engineers, Inc.
- Digital aerial photography and digital elevation models are produced by the Vermont Mapping Program and from field work by Krebs & Lansing Consulting Engineers.
- Portions of the water lines depicted on plan were referenced from plan titled, "Water System Village of Essex Junction", by Donald Hamlin Consulting Engineers Inc., dated Feb. 2007 and field location of water lines by the Essex Junction Public Works Department.
- The location and materials of existing utilities is not warranted to be exact or complete. The Contractor shall field locate all utilities and be solely responsible for all existing utilities and their uninterrupted services. The Contractor shall contact DIG SAFE prior to commencing any work.
- Concrete monuments shall be set along the right-of-way for all public streets.
- The location of the new driveways are shown for illustrative purposes. The location may vary when the house is sited on the lot.
- A minimum of 48 hours advance notice must be provided to the Village of Essex Junction prior to work inside the public right of way or on utilities owned or to be owned by the Village.
- An easement deed, Vol. 708 pg. 256, to the Village of Essex Junction appears to erroneously reference lands affecting the property surveyed. This easement is for the improvements associated with a Village of Essex Junction stormwater offset project, see Stormwater Offset Project Permit No. 4989-INDO. These improvements are located on the Essex Junction Graded School District property near the east end of Educational Drive. This easement is for "the purposes of constructing, installing, maintaining, repairing and utilizing a stormwater offset project at the southeast corner of Educational Drive/Central Street intersection."

Legend

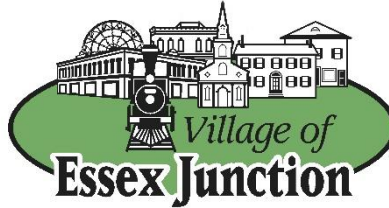
- Power pole
- Survey Control Point
- Existing hydrant
- Easement line
- Approx. Property Line
- Existing Water Line/gate valve
- Concrete monument with brass tablet stamped LLS 639 set
- Concrete monument found
- 3/4" diameter iron pin with aluminum cap stamped LLS 639 set
- Iron pin/spike found
- Calculated point

Certification

This survey is based on physical evidence found in the field and information abstracted from deeds and other pertinent records and this survey is consistent with that evidence. This plat conforms to 27 V.S.A. section 1403.



June 8, 2015	Approval block, E911 and parcel ID'd, bike & pedestrian easement note added	Checked	Date
Date revised	Description	Checked	Date
Surveyed	IAJ	Final Plat Lands of CTE Corporation	
Drawn	TJB/RAW		
Checked	IAJ		
Scale	1" = 50'		
Date	March 19, 2015		
Project	06226.23 Taft Street Village of Essex Junction	KREBS & LANSING Consulting Engineers, Inc. 164 Main Street, Colchester, Vermont 05446	
File name		© 2014, Krebs & Lansing Consulting Engineers, Inc.	



MEMORANDUM

TO: Village Trustees
FROM: Evan Teich, Unified Manager *ET*
DATE: February 8, 2019
SUBJECT: Executive Session/Evaluation of a public official

Issue

The issue is whether or not the Trustees will enter into executive session to evaluate a public official.

Discussion

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

Cost

There is no cost associated with this issue.

Recommendation

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

"I move that the Trustees enter into executive session to discuss the evaluation of a public official in accordance with 1 V.S.A. Section 313 (a)(3) and to invite the Manager, Assistant Manager and Deputy Town Manager."

**VILLAGE OF ESSEX JUNCTION
APPLICATION TO CLOSE OR OBSTRUCT A STREET
FOR A COMMUNITY EVENT**

I/we do hereby make application, as required by the Village of Essex Junction, VT, to close or obstruct a Village street.

CONDITIONS:

1. Provide a detailed site plan and/or aerial view of the street(s) to be closed or obstructed. Return the site plan with your completed application sixty (60) days in advance of the event to the Village Office, 2 Lincoln Street, Essex Junction, VT 05452 or admin@essexjunction.org. It requires final approval from the Village Trustees.
2. Obtain pre-approval from the Essex Police Department (878-8331) and Essex Junction Fire Department (878-6958) regarding the plans which must include provision for emergency access. Work with the Essex Junction Public Works Department (878-6942 or 878-6944) to obtain road signs to warn drivers of road closing.
3. Maintain a twelve (12) foot clear road in the center of the street in case of emergency.
4. Remove any obstructions immediately if emergency vehicles need to use the street.

Street(s) to be closed:

Maple Street from Mansfield Avenue to Rivendell Avenue.

Purpose: To hold the annual Essex Junction Little League Opening Day parade.

Date(s): Saturday, May 4, 2019

Hours: from 9:30 a.m. to 10:00 a.m.
(including set up and tear down)

David Angus, II EJLL Vice President
Name of Organizer (please print)

Essex Junction Little League
Organization/Event Name

15 Hayden Street, Essex Jct.
Address

Phone: Home (802) 879-1646 Work (802) 399-2260

Cell (802) 735-3555 (required on site)


Signature

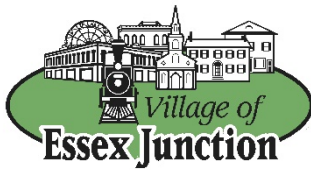
FOR COMPLETION BY VILLAGE STAFF

Public Works Date approved _____ Approved by: _____
Comment: _____

Police Dept. Date approved _____ Approved by: _____
Comment: _____

Fire Dept. Date approved _____ Approved by: _____
Comment: _____

Municipal Manager: _____ Date approved _____



BOARD OF TRUSTEES
REGULAR MEETING AGENDA

Tuesday, January 22, 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. Review FYE 20 Proposed Budgets
 - b. Approval of Warning for Public Hearing on FYE 2020 Proposed Budgets and Capital Programs—Sarah Macy
 - c. Approval of application for appropriations for Essex Junction Train Station
 - d. Approval of 2019 Certificate of Highway Mileage
 - e. Awarding Bid on Pipe Rehabilitation
 - f. Determine evaluation process for Unified Manager – Evan Teich
 - g. Proposed Amendment to Policy Regarding Trustees’ Meetings—Evan Teich
6. **CONSENT ITEMS**
 - a. Approval of minutes: January 8, 2019
 - b. Check Warrants #17130—01/15/19; #17131—01/18/19
 - c. Approval of Phosphorous Control Grant
 - d. Approval of CCRPC FY2020 Unified Planning Grant for condition assessment of select stormwater infrastructure
 - e. Approval of updated Legal Ads Policy
7. **READING FILE**
 - a. Board Member Comments
 - b. Memo from Evan Teich re: Summary of One Cent Economic Development Tax
 - c. Restorative Justice Impact by Essex Police Department
 - d. Center for Technology, Essex information sheet
 - e. Village 2019 Annual Meeting/Election Preparation Schedule
 - f. Memo from Evan Teich re: 2018 in Review
 - g. Memo from Evan Teich re: Possible 2019 goals for Unified Manager
 - h. Upcoming Meeting Schedule
 - i. Minutes from other boards/committees:
 - Tree Advisory Committee 12/18/18; Brownell Library Trustees 12/18/18
8. **EXECUTIVE SESSION**
 - a. An executive session is not anticipated
9. **ADJOURN**

This agenda is available in alternative formats upon request. Meetings of the Trustees, like all programs and activities of the Village of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the Town Manager's office at 878-1341.

Certification: 1/18/2019 *Am Mitchell*
Date Posted Initials

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
January 22, 2019**

TRUSTEES PRESENT: George Tyler (Village President), Andrew Brown, Lori Houghton, Elaine Haney (via Skype), Dan Kerin
ADMINISTRATION: Sarah Macy, Finance Director / Assistant Village Manager ; Evan Teich, Unified Manager; Brad Luck, EJRP Director; Robin Pierce, Community Development Director
OTHERS PRESENT: Irene Wrenner, Essex Selectboard Member

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG**
Village President George Tyler called the meeting to order at 6:30 PM and led the assemblage in the Pledge of Allegiance.
2. **AGENDA ADDITIONS/CHANGES**
None
3. **APPROVE AGENDA**
With no changes to the agenda, no motion was needed.
4. **PUBLIC TO BE HEARD**
 - a. **Comments from Public on Items Not on Agenda**
None
5. **BUSINESS ITEMS**
 - a. **Review FYE 20 Proposed Budgets**
Ms. Macy discussed recent decisions that impact the Village of Essex Junction's proposed Fiscal Year End (FYE) 20 budget. She noted that \$50,000 of revenue from the Town budget was approved for the shared Town Clerk position. This brings the funded ratio of the Town Clerk's office staff to 70% from the Town and 30% from the Village. She pointed out she returned the Rolling Stock Fund to the Village's Transfers and Miscellaneous section of the budget, after the recent decision by the Essex Town Selectboard to not transfer the funds in FYE20. She also noted that the Village Capital Fund budget increased from 7% to 15%.

Ms. Macy introduced additional options to reduce the budget that had been discussed but not decided on. She pointed out that including these items could bring the overall budgetary increase down to 3.47%, if approved. The Trustees carefully weighed the potential impact of these cuts, eventually determining not to include them. Mr. Brown questioned whether this is the right time to include the EJRP Communications position. The Trustees invited EJRP Director Mr. Luck to speak about the budget changes. He talked with the Trustees about how the co-location of EJRP and Essex Parks & Recreation (EPR) predicates some of the FYE 20 budget decisions. He said that having a shared Communications position in this department would help create one message for both entities. Mr.

Teich pointed out that the position would also support efforts to establish accurate, unified content on the new website. Ms. Houghton confirmed with Mr. Luck that a 20-hour position (10 hours already approved to be paid for by the Town) would attract a qualified candidate. She, Mr. Kerin and Mr. Luck discussed options for the position's schedule that could make it attractive. Ms. Haney stated her support of keeping this position in the budget. Mr. Brown asked how changes to the Concession Stand funding would affect EJRP. Mr. Luck explained that normally the Concession Stand nets \$2,500 and that these funds would have to be raised in other ways. However, revenue generation from the stand also pays for staff to run it, so engaging a vendor to run the stand will eliminate both. He predicts that this change will not negatively affect the service.

The Trustees discussed the decision to no longer require residents of the Essex Town residents to pay non-resident fees for EJRP activities, after the co-location of EPR with EJRP. Mr. Brown stated his opinion that non-resident fees should still be required of this population because the Village residents, not Town residents, are paying for these programs through their taxes. Mr. Luck justified the new fee structure as a strategy to streamline processes and create efficiencies in resident registration processes once EPR and EJRP are co-located. Ms. Houghton and Mr. Tyler agreed that the political, tax-based reality makes it hard to justify the new fee structure.

Notwithstanding, they said that they trust the department's operations judgement and are weighing this compromise while considering all the compromises being made, on both sides, in order to successfully unify the municipalities. Mr. Luck encouraged the Trustees to consider this change as a trial run that could be changed back to the original fee structure in the next budget cycle. Ms. Haney pointed out that this could be one step toward a single system of services. Mr. Luck reminded the Trustees that the EPR and EJRP arrangement, at this time, is to co-locate, not consolidate.

MOTION by Lori Houghton, SECOND by Dan Kerin, to approve the budget as presented for \$5,164,913, which would have an overall budget growth of 4.24% and an overall tax rate increase of 3%. Voting: 4-1, dissenting vote by Andrew Brown; motion carried.

b. Approval of Warning for Public Hearing on FYE 2020 Proposed Budgets and Capital Programs—Sarah Macy

MOTION by Andrew Brown, SECOND by Lori Houghton, that the Essex Village Trustees warn a public hearing for the fiscal year 2020 proposed budgets and capital programs for the Village of Essex Junction to be held Tuesday, February 12, 2019 at 6:30 at 2 Lincoln Street. Voting: Unanimous, 5-0; motion carried.

c. Approval of Application for Appropriations for Essex Junction Train Station

Mr. Pierce, Community Development Director, presented the Essex Junction Train Station Redevelopment Appropriations request to be submitted to US Senator Patrick Leahy's office. Senator Leahy's office reached out to the Village of Essex Junction to include this project as part of the Senator's efforts to revitalize Vermont's railway infrastructure. Mr. Pierce discussed the significance of the Village's train station as possibly the only place passengers would board prior to Canada and its convenient location, in proximity to skiing, rural and urban experiences.

Mr. Tyler talked about how this appropriation request signifies the Village's positive relationship with Senator Leahy's office. He read a thank you letter to Senator Sanders from himself, on behalf of the Trustees, for inviting them to submit the application. He also pointed out how timely this appropriation would be, considering that the train station's upgrade design had already been approved and the Amtrak ADA upgrade is moving forward.

The Trustees discussed the importance and challenge of providing a municipal match with the application, as requested in the Funding History section. They brainstormed options such as fundraisers, other grants, ADA money and perhaps a request of the Town for matching funds, if the appropriation is approved. The Trustees agreed to commit a 10% match, up to \$200,000, pursuant to the appropriation being awarded.

d. Approval of 2019 Certificate of Highway Mileage

Pursuant to Title 19, V.S.A., Chapter 7, the Village Trustees must to certify the completion and opening of a highway to public travel. The road is described in the Essex Land Records as “A strip of land consisting of approximately 1.16 acres more or less, commonly known and designated as “Roscoe Court” in the Village of Essex Junction”.

MOTION by Andrew Brown, SECOND by Lori Houghton, to approve the Certificate of Completion and opening of a Highway for public travel. Voting: Unanimous, 5-0; motion carried.

e. Awarding Bid on Pipe Rehabilitation

Mr. Tyler pointed out that the bid for this project is under the amount required to be approved by the purchasing policy. Mr. Teich explained that approval is requested by staff and review of the bid is provided as a courtesy to the Trustees.

MOTION by George Tyler, SECOND by Andrew Brown, to award the bid for the Pipe Rehabilitation Project to Green Mountain Pipeline Services, LLC for the not-to-exceed amount of \$22,620.00. Voting: Unanimous, 5-0; motion carried.

f. Determine Evaluation Process for Unified Manager – Evan Teich

Mr. Teich presented two options for consideration to proceed with the Unified Manager’s evaluation. The Trustees talked about their plan to include department heads in the evaluation process and considered how to include the Town Selectboard and staff. The Trustees discussed the tight timeline Mr. Tyler would face to gather all the input from department heads, if they were aiming for this part of the evaluation to be complete by the next Joint meeting with the Selectboard. They decided that the SMART goals evaluation should take priority, pointing out that there is a \$3,000 bonus budgeted for the Unified Manager, upon an evaluation of successful accomplishment of these goals. Ms. Houghton encouraged the Trustees to develop a process with the Selectboard that can be replicated year-to-year.

The Trustees reached consensus to conduct the SMART goals evaluation at the Joint meeting February 6th and conduct the department heads’ evaluation portion, to be discussed at the April 10 meeting. Mr. Tyler will meet with department heads and collect all input about the Unified Manager’s performance, prior to the April 10 meeting.

g. Proposed Amendment to Policy Regarding Trustees’ Meetings—Evan Teich

Mr. Teich presented the issue of whether to include an amendment to the Village of Essex Junction Trustees’ Policy Regarding Trustees’ Meetings to include participation by electronic or other means without being physically present at a designated meeting location. The Trustees agreed that this amendment is timely considering their practice of skyping in to meetings when necessary.

MOTION by Andrew Brown, SECOND by Lori Houghton, to amend the Village of Essex Trustees’ Policy Regarding Trustees’ Meetings to include the referenced section 1.V.S.A. Section 312 (a)(2). Voting: Unanimous, 5-0; motion carried.

6. **CONSENT ITEMS**

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

- a. **Approval of minutes: January 8, 2019**
- b. **Check Warrants #17130—01/15/19; #17131—01/18/19**
- c. **Approval of Phosphorous Control Grant**
- d. **Approval of CCRPC FY2020 Unified Planning Grant for condition assessment of select stormwater infrastructure**
- e. **Approval of updated Legal Ads Policy**

Voting: Unanimous 5-0; motion carried.

7. **READING FILE**

a. **Board Member Comments**

Mr. Tyler requested that Mr. Teich offer a manager's report. Mr. Teich recognized the great job Public Works did on the roads and sidewalks during the recent 17.5 inches of snowfall. They kept ahead of the snow and handled a couple equipment breakdown fixes successfully, despite sub-zero temperatures.

Mr. Tyler said that, when he met with representatives from Dubois and King in August, they shared their intention to present the Design Five Corners plan to the Trustees at the beginning of 2019. Mr. Tyler said he would like to invite them to do so and suggested that this take place as a joint meeting with the Planning Commission. The Trustees agreed and Mr. Kerin suggested that they should plan to hold it at a different venue because it could be a highly attended event.

Ms. Houghton announced that, when her Trustee term is up in April, she is not planning to run again, although she has enjoyed her time in this role. She said that she would be happy to discuss the position with anybody interested in running. Mr. Teich reminded pointed out that anyone who plans to run must meet the filing deadline in early March.

- b. **Memo from Evan Teich re: Summary of One Cent Economic Development Tax**
- c. **Restorative Justice Impact by Essex Police Department**
- d. **Center for Technology, Essex information sheet**
- e. **Village 2019 Annual Meeting/Election Preparation Schedule**
- f. **Memo from Evan Teich re: 2018 in Review**
- g. **Memo from Evan Teich re: Possible 2019 goals for Unified Manager**
- h. **Upcoming Meeting Schedule**

Ms. Houghton said she will not be in attendance physically or remotely for the February 26th Trustees meeting.

i. **Minutes from other boards/committees:**

- **Tree Advisory Committee 12/18/18; Brownell Library Trustees 12/18/18**

Ms. Wrenner suggested that the Tree Advisory Committee define "EAB" as the "Emerald Ash Bore" in their minutes, so the acronym does not confuse interested readers.

8. **EXECUTIVE SESSION**

No executive session transpired

9. **ADJOURN**

MOTION by George Tyler, SECOND by Andrew Brown, to adjourn the meeting. Voting: unanimous (5-0); motion carried. The meeting Adjourned at 8:05 p.m.

Respectfully Submitted, Cathy Ainsworth

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12:27 pm

Check Warrant Report # 17132 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01(GENERAL FUND) All check #s 01/25/19 To 01/25/19 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
20440	01/13/19	AD trustees meeting 1/8 13	210-41320.530 COMMUNICATIONS	204.75	21031	01/25/19
42665	12/10/18	EJRP Supplies 0432266 1218	210-41335.810 COMMUNITY EVENTS & PROGRA	27.58	21033	01/25/19
42665	12/10/18	EJRP Supplies 0432266 1218	210-41335.810 COMMUNITY EVENTS & PROGRA	7.19	21033	01/25/19
42665	12/10/18	EJRP Supplies 0432266 1218	210-41335.810 COMMUNITY EVENTS & PROGRA	59.80	21033	01/25/19
42665	12/10/18	EJRP Supplies 0432266 1218	210-45110.610 SUPPLIES	14.69	21033	01/25/19
42665	12/10/18	EJRP Supplies 0432266 1218	210-45110.610 SUPPLIES	18.82	21033	01/25/19
42665	12/10/18	EJRP Supplies 0432266 1218	210-41335.810 COMMUNITY EVENTS & PROGRA	44.81	21033	01/25/19
24475	12/20/18	VF credit duplicate pymnt PCM119860	210-42220.610 SUPPLIES	-7.49	21039	01/25/19
V9941	01/07/19	ST paper towels 0103190	210-43110.610 SUPPLIES	23.99	21040	01/25/19
V9941	01/07/19	TL newspapers 120718A	210-45551.640 ADULT COLLECTION-PRINT &	33.80	21040	01/25/19
V9941	01/07/19	AD trustee meeting 12/11 121118B	210-41320.560 TRUSTEES EXPENDITURES	8.49	21040	01/25/19
V9941	01/07/19	ADSB budget meetings, 121818D	210-41320.560 TRUSTEES EXPENDITURES	51.20	21040	01/25/19
V9941	01/07/19	AD cake for Lauren M 121818E	210-41320.560 TRUSTEES EXPENDITURES	3.52	21040	01/25/19
V9941	01/07/19	SD lunch budget day 121918H	210-41320.560 TRUSTEES EXPENDITURES	94.00	21040	01/25/19
V9941	01/07/19	AD notary renewal 122818J	210-41320.500 TRAINING, CONFERENCES, DU	15.00	21040	01/25/19
V9941	01/07/19	AD office supplies 122818L	210-41320.610 SUPPLIES	11.25	21040	01/25/19
V9941	01/07/19	LH building supplies 123018M	210-41940.610 SUPPLIES	33.88	21040	01/25/19
V9941	01/07/19	LH building supplies 123018N	210-41940.610 SUPPLIES	23.99	21040	01/25/19
V0455	01/08/19	AD copies 12/7-1/6/19 4028112874	210-41320.442 LEASED SERVICES	45.94	21042	01/25/19
25120	01/08/19	EJRP Online Timesheets 273319	210-45110.330 OTHER PROFESSIONAL SVCS	511.00	21049	01/25/19
38280	01/08/19	Water 010819D1	210-45110.610 SUPPLIES	31.00	21052	01/25/19
37715	01/08/19	AD repair backup 36146	210-41320.340 COMPUTER EXPENSES	165.00	21068	01/25/19
01110	01/07/19	CPSI Course-Matt Smith 9326	210-45220.500 TRAINING, CONF, DUES	620.00	21073	01/25/19
01110	01/07/19	CPSI Course-Harlan Smith 9327	210-45220.500 TRAINING, CONF, DUES	620.00	21073	01/25/19
30210	01/02/19	FN add Neuson Wacker INT195010219	210-43110.521 LIABILITY & PROPERTY INS.	34.00	21091	01/25/19

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Vendor		Invoice	Invoice Description	Account	Amount	Check	Check
		Date	Invoice Number		Paid	Number	Date
02005	BCBSVT	01/02/19	VA Feb health ins premium	210-45110.210	6525.21	21096	01/25/19
			083707089	HEALTH INS & OTHER BENEFIT			
02005	BCBSVT	01/02/19	VA Feb health ins premium	210-45220.210	1207.45	21096	01/25/19
			083707089	HEALTH INS & OTHER BENEFIT			
02005	BCBSVT	01/02/19	VA Feb health ins premium	210-41335.210	1757.99	21096	01/25/19
			083707089	HEALTH INS & OTHER BENEFIT			
02005	BCBSVT	01/02/19	VA Feb health ins premium	210-43110.210	4219.18	21096	01/25/19
			083707089	HEALTH INS & OTHER BENEFIT			
02005	BCBSVT	01/02/19	VA Feb health ins premium	210-41320.210	3515.97	21096	01/25/19
			083707089	HEALTH INS & OTHER BENEFIT			
02005	BCBSVT	01/02/19	VA Feb health ins premium	210-45551.210	6018.46	21096	01/25/19
			083707089	HEALTH INS & OTHER BENEFIT			
02005	BCBSVT	01/02/19	VA Feb health ins premium	210-43151.210	711.12	21096	01/25/19
			083707089	HEALTH INS & OTHER BENEFIT			
02005	BCBSVT	01/02/19	VA Feb health ins premium	210-41970.210	1251.24	21096	01/25/19
			083707089	HEALTH INS & OTHER BENEFIT			
V9941	BUSINESSCARD SERVICES	01/07/19	SC items for hol cheer ba	225-45122.614	43.00	21040	01/25/19
			121918F	PROGRAM EXPENSES			
V9941	BUSINESSCARD SERVICES	01/07/19	SC items for hol cheer ba	225-45122.614	22.11	21040	01/25/19
			121918G	PROGRAM EXPENSES			
V9941	BUSINESSCARD SERVICES	01/07/19	SC for new year pot luck	225-45122.812	35.93	21040	01/25/19
			122118I	MEAL SITE EXPENSES			
04330	EWSD CHILD NUTRITION	01/16/19	SR senior lunch 011619	225-45122.813	84.00	21055	01/25/19
			011619D	Meal Site Outing Exp			
42665	AMAZON/SYNCB	12/10/18	EJRP Supplies	226-45120.610	65.49	21033	01/25/19
			0432266 1218	SUPPLIES			
42665	AMAZON/SYNCB	12/10/18	EJRP Supplies	226-45115.610	20.35	21033	01/25/19
			0432266 1218	SUPPLIES			
42665	AMAZON/SYNCB	12/10/18	EJRP Supplies	226-45120.610	97.08	21033	01/25/19
			0432266 1218	SUPPLIES			
42665	AMAZON/SYNCB	12/10/18	EJRP Supplies	226-45120.610	8.70	21033	01/25/19
			0432266 1218	SUPPLIES			
42665	AMAZON/SYNCB	12/10/18	EJRP Supplies	226-45115.610	37.48	21033	01/25/19
			0432266 1218	SUPPLIES			
42665	AMAZON/SYNCB	12/10/18	EJRP Supplies	226-45121.610	10.00	21033	01/25/19
			0432266 1218	SUPPLIES			
42665	AMAZON/SYNCB	12/10/18	EJRP Supplies	226-45115.610	-186.00	21033	01/25/19
			0432266 1218	SUPPLIES			
42665	AMAZON/SYNCB	12/10/18	EJRP Supplies	226-45115.610	-186.00	21033	01/25/19
			0432266 1218	SUPPLIES			
42665	AMAZON/SYNCB	12/10/18	EJRP Supplies	226-45120.610	126.76	21033	01/25/19
			0432266 1218	SUPPLIES			
42665	AMAZON/SYNCB	12/10/18	EJRP Supplies	226-45120.610	6.99	21033	01/25/19
			0432266 1218	SUPPLIES			
42665	AMAZON/SYNCB	12/10/18	EJRP Supplies	226-45120.610	203.80	21033	01/25/19
			0432266 1218	SUPPLIES			
42665	AMAZON/SYNCB	12/10/18	EJRP Supplies	226-45120.610	26.85	21033	01/25/19
			0432266 1218	SUPPLIES			
42665	AMAZON/SYNCB	12/10/18	EJRP Supplies	226-45120.610	4.99	21033	01/25/19
			0432266 1218	SUPPLIES			

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19295	SOLO	01/16/19	Wilderness First Aid 011619D	226-45115.330 OTHER PROFESSIONAL SVCS	800.00	21085	01/25/19
07565	W B MASON CO INC	01/04/19	EJRP Supplies I62242179	226-45120.610 SUPPLIES	39.99	21094	01/25/19
07565	W B MASON CO INC	01/04/19	EJRP Supplies I62242179	226-45115.610 SUPPLIES	60.99	21094	01/25/19
02005	BCBSVT	01/02/19	VA Feb health ins premium 083707089	226-45120.210 HEALTH INS & OTHER BENEFIT	3634.85	21096	01/25/19
02005	BCBSVT	01/02/19	VA Feb health ins premium 083707089	226-45121.210 HEALTH INS & OTHER BENEFIT	4141.60	21096	01/25/19
02005	BCBSVT	01/02/19	VA Feb health ins premium 083707089	226-45110.210 HEALTH INS & OTHER BENEFIT	625.63	21096	01/25/19
36240	DUBOIS & KING INC	01/11/19	Essex Jct stp 5300 (13) 52	230-46801.008 CRESCENT CONNECTOR	4739.34	21053	01/25/19
23435	CHAMPLAIN WATER DISTRICT	12/31/18	Dec water use 123118D	254-43210.411 CWD WATER PURC - GF	198623.59	21046	01/25/19
23435	CHAMPLAIN WATER DISTRICT	12/31/18	Dec water use 123118D	254-43200.412 STATE WATER TAX	761.71	21046	01/25/19
23435	CHAMPLAIN WATER DISTRICT	12/31/18	Dec water use 123118D	254-43200.411 CWD WATER PURCHASE	32982.07	21046	01/25/19
23435	CHAMPLAIN WATER DISTRICT	12/31/18	Dec water use 123118D	254-43210.412 STATE WATER TAX - GF	4587.15	21046	01/25/19
02005	BCBSVT	01/02/19	VA Feb health ins premium 083707089	254-43200.210 HEALTH INS & OTHER BENEFIT	3774.99	21096	01/25/19
35260	EAST COAST PRINTERS INC	01/15/19	WW embroidery cham shirt 01031915	255-43200.612 UNIFORMS,BOOTS,ETC	20.00	21054	01/25/19
V2159	SURPASS CHEMICAL CO INC	01/15/19	WW bulk sod hydroxide 330989	255-43200.619 CHEMICALS	10392.28	21087	01/25/19
02005	BCBSVT	01/02/19	VA Feb health ins premium 083707089	255-43200.210 HEALTH INS & OTHER BENEFIT	6952.72	21096	01/25/19
02005	BCBSVT	01/02/19	VA Feb health ins premium 083707089	256-43200.210 HEALTH INS & OTHER BENEFIT	4230.44	21096	01/25/19

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Vendor	Invoice	Invoice Description		Amount	Check	Check
	Date	Invoice Number	Account	Paid	Number	Date
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		Report Total		304691.71		
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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14400	ABOVE AND BEYOND	01/15/19	LHBL cleaning 1/6-2/2 3845	210-45551.423 CONTRACT SERVICES	2212.75	21098	01/31/19
14400	ABOVE AND BEYOND	01/15/19	LHBL cleaning 1/6-2/2 3845	210-41940.423 CONTRACT SERVICES	600.00	21098	01/31/19
20440	AINSWORTH CATHY L	01/26/19	AD trustees meeting 1/22 15	210-41320.530 COMMUNICATIONS	168.00	21100	01/31/19
07305	AIRGAS USA LLC	01/03/19	VF oxygen 9084037054	210-42220.615 EMS SUPPLIES	134.18	21101	01/31/19
42665	AMAZON/SYNCB	01/10/19	BL books 0069852 1/19	210-45551.837 CHILDRENS PROGRAMS	-0.09	21102	01/31/19
42665	AMAZON/SYNCB	01/10/19	BL books 0069852 1/19	210-45551.640 ADULT COLLECTION-PRINT &	425.53	21102	01/31/19
42665	AMAZON/SYNCB	01/10/19	BL books 0069852 1/19	210-45551.434 MAINT. BUILDINGS/GROUNDS	97.64	21102	01/31/19
42665	AMAZON/SYNCB	01/10/19	BL books 0069852 1/19	210-45551.610 SUPPLIES	48.91	21102	01/31/19
00530	BRODART CO	01/03/19	BF books B5510251	210-49345.000 LIBRARY DONATION EXPENDIT	32.37	21105	01/31/19
00530	BRODART CO	01/04/19	BL book B5511410	210-45551.610 SUPPLIES	0.80	21105	01/31/19
00530	BRODART CO	01/04/19	BL book B5511410	210-45551.640 ADULT COLLECTION-PRINT &	22.25	21105	01/31/19
00530	BRODART CO	01/04/19	BL book B5511413	210-45551.640 ADULT COLLECTION-PRINT &	15.09	21105	01/31/19
00530	BRODART CO	01/04/19	BL book B5511413	210-45551.610 SUPPLIES	0.80	21105	01/31/19
00530	BRODART CO	01/04/19	BF book B5511672	210-49345.000 LIBRARY DONATION EXPENDIT	15.92	21105	01/31/19
00530	BRODART CO	01/09/19	BL books B5516008	210-45551.640 ADULT COLLECTION-PRINT &	146.27	21105	01/31/19
00530	BRODART CO	01/09/19	BL books B5516008	210-45551.610 SUPPLIES	4.80	21105	01/31/19
00530	BRODART CO	01/10/19	BL book B5517110	210-45551.610 SUPPLIES	0.80	21105	01/31/19
00530	BRODART CO	01/10/19	BL book B5517110	210-45551.640 ADULT COLLECTION-PRINT &	22.21	21105	01/31/19
00530	BRODART CO	01/11/19	BL books B5518347	210-45551.640 ADULT COLLECTION-PRINT &	126.52	21105	01/31/19
00530	BRODART CO	01/11/19	BL books B5518347	210-45551.610 SUPPLIES	1.20	21105	01/31/19
00530	BRODART CO	01/14/19	BL books B5519297	210-45551.640 ADULT COLLECTION-PRINT &	193.92	21105	01/31/19
00530	BRODART CO	01/14/19	BL books B5519297	210-45551.610 SUPPLIES	11.20	21105	01/31/19
00530	BRODART CO	01/14/19	BL books B5519407	210-45551.610 SUPPLIES	1.60	21105	01/31/19
00530	BRODART CO	01/14/19	BL books B5519407	210-45551.640 ADULT COLLECTION-PRINT &	37.71	21105	01/31/19
00530	BRODART CO	01/16/19	BL book B5522074	210-45551.640 ADULT COLLECTION-PRINT &	15.12	21105	01/31/19

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For Check Acct 01(GENERAL FUND) All check #s 01/31/19 To 02/01/19 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	BRODART CO	01/16/19 BL book B5522074	210-45551.610 SUPPLIES	0.80	21105	01/31/19
00530	BRODART CO	01/16/19 BL books B5522204	210-45551.610 SUPPLIES	1.60	21105	01/31/19
00530	BRODART CO	01/16/19 BL books B5522204	210-45551.640 ADULT COLLECTION-PRINT &	43.57	21105	01/31/19
00530	BRODART CO	01/16/19 BL books B5522233	210-45551.610 SUPPLIES	15.20	21105	01/31/19
00530	BRODART CO	01/16/19 BL books B5522233	210-45551.641 JUVEN COLLECTION-PRNT & E	211.28	21105	01/31/19
00530	BRODART CO	01/16/19 BL books B5522323	210-49346.002 JUVEN COLLECTION-PRNT & E	20.48	21105	01/31/19
00530	BRODART CO	01/17/19 BL books B5523361	210-45551.640 ADULT COLLECTION-PRINT &	37.80	21105	01/31/19
00530	BRODART CO	01/17/19 BL books B5523361	210-45551.610 SUPPLIES	1.60	21105	01/31/19
00530	BRODART CO	01/17/19 BL book B5523492	210-45551.641 JUVEN COLLECTION-PRNT & E	8.99	21105	01/31/19
00530	BRODART CO	01/17/19 BL book B5523492	210-45551.610 SUPPLIES	0.80	21105	01/31/19
00530	BRODART CO	01/17/19 BF book B5523541	210-49345.000 LIBRARY DONATION EXPENDIT	14.83	21105	01/31/19
00530	BRODART CO	01/21/19 BL book B5524483	210-45551.610 SUPPLIES	0.80	21105	01/31/19
00530	BRODART CO	01/21/19 BL book B5524483	210-45551.641 JUVEN COLLECTION-PRNT & E	17.99	21105	01/31/19
00530	BRODART CO	01/21/19 BL books B5524487	210-45551.641 JUVEN COLLECTION-PRNT & E	31.86	21105	01/31/19
00530	BRODART CO	01/21/19 BL books B5524487	210-45551.610 SUPPLIES	3.20	21105	01/31/19
00530	BRODART CO	01/21/19 BL book B5524639	210-45551.640 ADULT COLLECTION-PRINT &	9.60	21105	01/31/19
00530	BRODART CO	01/21/19 BL book B5524728	210-45551.641 JUVEN COLLECTION-PRNT & E	54.59	21105	01/31/19
00530	BRODART CO	01/23/19 BF books B5526369	210-49345.000 LIBRARY DONATION EXPENDIT	48.28	21105	01/31/19
00530	BRODART CO	01/24/19 BL book B5527813	210-45551.640 ADULT COLLECTION-PRINT &	52.20	21105	01/31/19
00530	BRODART CO	01/24/19 BL book B5528127	210-45551.640 ADULT COLLECTION-PRINT &	17.56	21105	01/31/19
26395	CCRPC	12/19/18 CD design 5 corners Dec 1912242	210-41335.813 MATCHING GRANT FUNDS	1910.40	21109	01/31/19
26395	CCRPC	12/31/18 CD Essex Jct parking Dec/ 1912249	210-41335.813 MATCHING GRANT FUNDS	802.51	21109	01/31/19
V04609	CENTER POINT LARGE PRINT	01/01/19 BL books 1653056	210-45551.640 ADULT COLLECTION-PRINT &	93.48	21111	01/31/19
V10617	CHADWICK-BAROSS	01/08/19 ST pivot, groupille fendu C29743	210-43110.432 VEHICLE MAINTENANCE	70.96	21112	01/31/19
23525	CLARK'S TRUCK CENTER INC	01/15/19 ST def 414040	210-43110.626 GAS, GREASE AND OIL	48.90	21114	01/31/19

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23525	CLARK'S TRUCK CENTER INC	01/22/19	ST def 414293	210-43110.626 GAS, GREASE AND OIL	48.90	21114	01/31/19
23525	CLARK'S TRUCK CENTER INC	01/23/19	ST air hose 414429	210-43110.432 VEHICLE MAINTENANCE	367.56	21114	01/31/19
04940	COMCAST	01/03/19	VF cable tv 0207722 1/19	210-42220.535 TELEPHONE SERVICES	21.28	21118	01/31/19
23215	ESSEX EQUIPMENT INC	10/26/19	ST shackle 106941290001	210-43110.432 VEHICLE MAINTENANCE	32.94	21126	01/31/19
23215	ESSEX EQUIPMENT INC	01/16/19	VF chain 106998880001	210-42220.889 ROUTINE EQUIPMENT PURCHAS	53.89	21126	01/31/19
23215	ESSEX EQUIPMENT INC	01/16/19	ST grab hook 107004720001	210-43110.432 VEHICLE MAINTENANCE	28.88	21126	01/31/19
23215	ESSEX EQUIPMENT INC	01/16/19	ST grab hook credit 107004720002	210-43110.432 VEHICLE MAINTENANCE	-15.40	21126	01/31/19
25920	FIRE PRO TEC INC	01/17/19	VF SCBA maint V15797153	210-42220.570 MAINTENANCE OTHER	82.00	21130	01/31/19
25390	FIRST NATIONAL BANK OMAHA	01/17/19	EJRP Credit Card 5750 0119	210-45110.340 COMPUTER EXPENSES	135.00	21131	01/31/19
25390	FIRST NATIONAL BANK OMAHA	01/17/19	EJRP Credit Card 5750 0119	210-45110.340 COMPUTER EXPENSES	160.00	21131	01/31/19
25390	FIRST NATIONAL BANK OMAHA	01/17/19	EJRP Credit Card 5750 0119	210-45110.610 SUPPLIES	63.55	21131	01/31/19
25390	FIRST NATIONAL BANK OMAHA	01/17/19	EJRP Credit Card 5750 0119	210-45110.550 PRINTING & ADVERTISING	24.41	21131	01/31/19
25390	FIRST NATIONAL BANK OMAHA	01/17/19	EJRP Credit Card 5750 0119	210-45110.530 COMMUNICATIONS	20.14	21131	01/31/19
25390	FIRST NATIONAL BANK OMAHA	01/17/19	EJRP Credit Card 5750 0119	210-45110.550 PRINTING & ADVERTISING	31.80	21131	01/31/19
25390	FIRST NATIONAL BANK OMAHA	01/17/19	EJRP Credit Card 5750 0119	210-45110.610 SUPPLIES	20.17	21131	01/31/19
25390	FIRST NATIONAL BANK OMAHA	01/17/19	EJRP Credit Card 5750 0119	210-45110.610 SUPPLIES	12.70	21131	01/31/19
25390	FIRST NATIONAL BANK OMAHA	01/17/19	EJRP Credit Card 5750 0119	210-45110.610 SUPPLIES	42.61	21131	01/31/19
19005	FIRSTLIGHT FIBER	01/01/19	BL tech, phone access 4720796	210-45551.535 TELEPHONE SERVICES	92.62	21133	01/31/19
19005	FIRSTLIGHT FIBER	01/01/19	BL tech, phone access 4720796	210-45551.530 TECHNOLOGY ACCESS	39.95	21133	01/31/19
19005	FIRSTLIGHT FIBER	01/15/19	VF telephone 4802914	210-42220.535 TELEPHONE SERVICES	51.30	21135	01/31/19
07010	GREEN MOUNTAIN POWER CORP	01/11/19	VA Jan consolidated bills 01190206201	210-42220.622 ELECTRICAL SERVICE	620.69	21140	01/31/19
07010	GREEN MOUNTAIN POWER CORP	01/11/19	VA Jan consolidated bills 01190206201	210-45551.622 ELECTRICAL SERVICE	1061.45	21140	01/31/19
07010	GREEN MOUNTAIN POWER CORP	01/11/19	VA Jan consolidated bills 01190206201	210-43110.622 ELECTRICAL SERVICE	370.04	21140	01/31/19
07010	GREEN MOUNTAIN POWER CORP	01/11/19	VA Jan consolidated bills 01190206201	210-41940.622 ELECTRICAL SERVICE	620.69	21140	01/31/19
07010	GREEN MOUNTAIN POWER CORP	01/11/19	VA Jan consolidated bills 01190206201	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	727.07	21140	01/31/19

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07010	GREEN MOUNTAIN POWER CORP	01/11/19	VA Jan consolidated bills 01190206201	210-43160.622 STREET LIGHTS - ELECTRICI	9734.07	21140	01/31/19
37715	INTEGRITY COMMUNICATIONS	01/23/19	VF phone svc 36219	210-42220.535 TELEPHONE SERVICES	90.00	21145	01/31/19
V9454	LENNY'S SHOE & APP	01/15/19	SA bib R Bundy 3235488	210-43110.612 UNIFORMS,BOOTS,ETC	223.98	21149	01/31/19
V9454	LENNY'S SHOE & APP	01/15/19	ST boots J McMahon 3235496	210-43110.612 UNIFORMS,BOOTS,ETC	224.98	21149	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19	VA life, disab, insurance 011019	210-43151.210 HEALTH INS & OTHER BENEFI	25.39	21151	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19	VA life, disab, insurance 011019	210-41320.210 HEALTH INS & OTHER BENEFI	142.81	21151	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19	VA life, disab, insurance 011019	210-43110.210 HEALTH INS & OTHER BENEFI	158.54	21151	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19	VA life, disab, insurance 011019	210-41335.210 HEALTH INS & OTHER BENEFI	44.08	21151	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19	VA life, disab, insurance 011019	210-45220.210 HEALTH INS & OTHER BENEFI	92.34	21151	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19	VA life, disab, insurance 011019	210-45551.210 HEALTH INS & OTHER BENEFI	285.60	21151	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19	VA life, disab, insurance 011019	210-41970.210 HEALTH INS & OTHER BENEFI	95.20	21151	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19	VA life, disab, insurance 011019	210-45110.210 HEALTH INS & OTHER BENEFI	190.40	21151	01/31/19
38340	MINUTEMAN TRUCKS INC	01/22/19	VF lights 1203025	210-42220.432 VEHICLE MAINTENANCE	45.79	21159	01/31/19
13475	NEEDHAM ELECTRIC SUPPLY (01/15/19	Light Bulbs S5001659 001	210-45220.610 SUPPLIES	373.09	21161	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19	VA Feb dental premium 925619700002	210-41335.210 HEALTH INS & OTHER BENEFI	129.40	21164	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19	VA Feb dental premium 925619700002	210-41320.210 HEALTH INS & OTHER BENEFI	327.34	21164	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19	VA Feb dental premium 925619700002	210-41970.210 HEALTH INS & OTHER BENEFI	71.94	21164	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19	VA Feb dental premium 925619700002	210-43110.210 HEALTH INS & OTHER BENEFI	346.53	21164	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19	VA Feb dental premium 925619700002	210-43151.210 HEALTH INS & OTHER BENEFI	50.33	21164	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19	VA Feb dental premium 925619700002	210-45220.210 HEALTH INS & OTHER BENEFI	68.53	21164	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19	VA Feb dental premium 925619700002	210-15109.000 EXCHANGE - COBRA	35.96	21164	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19	VA Feb dental premium 925619700002	210-45110.210 HEALTH INS & OTHER BENEFI	456.73	21164	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19	VA Feb dental premium 925619700002	210-45551.210 HEALTH INS & OTHER BENEFI	467.80	21164	01/31/19
V10729	OVERDRIVE INC	01/19/19	BL books 01459DA19011	210-45551.640 ADULT COLLECTION-PRINT &	411.93	21165	01/31/19
25140	PIKE INDUSTRIES INC	01/23/19	ST cold patch 1014452	210-43120.610 PAVEMENT MAINTENANCE	983.25	21167	01/31/19

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
26385	PROFESSIONAL WRITING SERV	01/28/19 CD PC minutes 1/17/19 787EJ	210-41970.530 COMMUNICATIONS	138.00	21169	01/31/19
37430	R R CHARLEBOIS INC	11/05/18 ST truck repairs RC67347	210-43110.432 VEHICLE MAINTENANCE	2061.02	21171	01/31/19
37430	R R CHARLEBOIS INC	11/14/18 ST truck repair RC67452	210-43110.432 VEHICLE MAINTENANCE	123.60	21171	01/31/19
37430	R R CHARLEBOIS INC	01/18/19 ST truck repairs RC67651	210-43110.432 VEHICLE MAINTENANCE	811.87	21171	01/31/19
37430	R R CHARLEBOIS INC	01/22/19 VF computer reset 8E5 RC67998	210-42220.432 VEHICLE MAINTENANCE	123.60	21171	01/31/19
24325	RADIO NORTH GROUP INC	01/15/19 VF batteries 24140551	210-42220.443 RADIO MAINTENANCE	64.50	21172	01/31/19
29835	SHERWIN-WILLIAMS	01/18/19 Touch Up Paint 9933 2	210-45220.610 SUPPLIES	24.98	21180	01/31/19
21000	UNIFIRST CORPORATION	01/23/19 LH mat service 0361922218	210-41940.434 MAINT. BUILDINGS/GROUNDS	72.60	21191	01/31/19
21000	UNIFIRST CORPORATION	01/23/19 BL mat svc 0361922273	210-45551.423 CONTRACT SERVICES	61.72	21191	01/31/19
29825	VT GAS SYSTEMS	01/17/19 VA 12/14-1/17/19 01172019D	210-45551.623 HEATING/NATURAL GAS	1180.19	21197	01/31/19
29825	VT GAS SYSTEMS	01/17/19 VA 12/14-1/17/19 01172019D	210-41940.623 HEATING/NATURAL GAS	1057.02	21197	01/31/19
29825	VT GAS SYSTEMS	01/17/19 VA 12/14-1/17/19 01172019D	210-42220.623 HEATING/NATURAL GAS	912.97	21197	01/31/19
29825	VT GAS SYSTEMS	01/17/19 VA 12/14-1/17/19 01172019D	210-43110.623 HEATING/NATURAL GAS	600.49	21197	01/31/19
29825	VT GAS SYSTEMS	01/22/19 LH 12/14-1/17 PSS 2262012 1/19	210-41940.625 PARK ST. SCHOOL NAT GAS	554.15	21199	01/31/19
02535	WESCO RECEIVABLES	01/08/19 VF batteries 210604	210-42220.610 SUPPLIES	65.76	21207	01/31/19
01930	CENTER FOR TECHNOLOGY	01/23/19 SR soup for luncheon 332853	225-45122.812 MEAL SITE EXPENSES	50.00	21110	01/31/19
04345	ESSEX WARRIORS YOUTH WRES	01/14/19 Warriors Registration 011419D	226-45115.330 OTHER PROFESSIONAL SVCS	225.00	21127	01/31/19
04640	FASTENAL INDUSTRIAL & CON	01/14/19 PS First Aid Supplies VTBUR254700	226-45121.610 SUPPLIES	86.91	21129	01/31/19
25390	FIRST NATIONAL BANK OMAHA	01/17/19 EJP Credit Card 5750 0119	226-45110.536 POSTAGE	71.20	21131	01/31/19
25390	FIRST NATIONAL BANK OMAHA	01/17/19 EJP Credit Card 5750 0119	226-45120.500 TRAINING, CONF, DUES	147.29	21131	01/31/19
25390	FIRST NATIONAL BANK OMAHA	01/17/19 EJP Credit Card 5750 0119	226-45115.610 SUPPLIES	45.20	21131	01/31/19
19675	KC CAFE THE KENNEDY CENTE	01/18/19 DC Trip Meal Deposit 012819D	226-45115.330 OTHER PROFESSIONAL SVCS	1080.00	21147	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19 VA life, disab, insurance 011019	226-45120.210 HEALTH INS & OTHER BENEFI	237.12	21151	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19 VA life, disab, insurance 011019	226-45110.210 HEALTH INS & OTHER BENEFI	47.59	21151	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19 VA life, disab, insurance 011019	226-45121.210 HEALTH INS & OTHER BENEFI	137.74	21151	01/31/19

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24960	NORTHEAST DELTA DENTAL	01/15/19 VA Feb dental premium 925619700002	226-45121.210 HEALTH INS & OTHER BENEFIT	294.77	21164	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19 VA Feb dental premium 925619700002	226-45110.210 HEALTH INS & OTHER BENEFIT	35.97	21164	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19 VA Feb dental premium 925619700002	226-45120.210 HEALTH INS & OTHER BENEFIT	212.41	21164	01/31/19
24855	PETTY CASH - CAITLIN FAY	01/28/19 EJRP Petty Cash Reimburse 012819D	226-45120.330 OTHER PROFESSIONAL SVCS	40.00	21166	01/31/19
24855	PETTY CASH - CAITLIN FAY	01/28/19 EJRP Petty Cash Reimburse 012819D	226-45120.330 OTHER PROFESSIONAL SVCS	59.75	21166	01/31/19
24855	PETTY CASH - CAITLIN FAY	01/28/19 EJRP Petty Cash Reimburse 012819D	226-45120.610 SUPPLIES	30.85	21166	01/31/19
24855	PETTY CASH - CAITLIN FAY	01/28/19 EJRP Petty Cash Reimburse 012819D	226-45120.330 OTHER PROFESSIONAL SVCS	40.00	21166	01/31/19
24855	PETTY CASH - CAITLIN FAY	01/28/19 EJRP Petty Cash Reimburse 012819D	226-45120.610 SUPPLIES	17.06	21166	01/31/19
20410	PRESKA CHARLES	01/28/19 EHS IM Hockey Coord 012819D	226-45115.330 OTHER PROFESSIONAL SVCS	1048.00	21168	01/31/19
24830	REINHART FOODSERVICE	01/22/19 VK Summit Snack 100528	226-45120.610 SUPPLIES	85.80	21173	01/31/19
24830	REINHART FOODSERVICE	01/22/19 VK Hiawatha Snack 100530	226-45120.610 SUPPLIES	73.61	21173	01/31/19
24830	REINHART FOODSERVICE	01/22/19 VK Fleming Snack 100784	226-45120.610 SUPPLIES	73.75	21173	01/31/19
24830	REINHART FOODSERVICE	01/22/19 VK Summit Snack 100802	226-45120.610 SUPPLIES	33.66	21173	01/31/19
24830	REINHART FOODSERVICE	01/23/19 VK MSP Snack 101884	226-45120.610 SUPPLIES	33.57	21173	01/31/19
24830	REINHART FOODSERVICE	01/16/19 VK MSP Snack 988460	226-45120.610 SUPPLIES	102.72	21173	01/31/19
24830	REINHART FOODSERVICE	01/22/19 K-3 VC Snack 988600	226-45120.610 SUPPLIES	46.46	21173	01/31/19
45825	SPARE TIME	01/14/19 K-5 Enrichment 5519	226-45120.330 OTHER PROFESSIONAL SVCS	117.00	21184	01/31/19
45825	SPARE TIME	01/16/19 Summit VK Field Trip 6125	226-45120.580 TRAVEL	720.00	21184	01/31/19
45825	SPARE TIME	01/16/19 Enrichment Bowling MS 6127	226-45120.330 OTHER PROFESSIONAL SVCS	90.00	21184	01/31/19
23495	STUDENT TRANSPORTATION OF	01/21/19 Summit VK Field Trip Bus 70028546	226-45120.580 TRAVEL	152.80	21186	01/31/19
25845	SWIM WITH ANNIE	01/28/19 Session C Reg 2nd Pymt 012819D	226-45126.330 OTHER PROFESSIONAL SVCS	31840.50	21187	01/31/19
04450	VENSEL AMY KATHLEEN	01/28/19 EHS IM Hockey Coord 012819D	226-45115.330 OTHER PROFESSIONAL SVCS	1048.00	21195	01/31/19
01010	ESSEX AGWAY	01/17/19 VW propane refill 327406	254-43200.610 SUPPLIES	15.99	21124	01/31/19
01010	ESSEX AGWAY	01/23/19 VW propane fill 327434	254-43200.610 SUPPLIES	38.99	21124	01/31/19
23215	ESSEX EQUIPMENT INC	01/17/19 VW propane tank 107005470001	254-43200.610 SUPPLIES	10.29	21126	01/31/19

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23215	ESSEX EQUIPMENT INC	01/23/19	VW propane cylinder 107005640001	254-43200.610 SUPPLIES	84.99	21126	01/31/19
07010	GREEN MOUNTAIN POWER CORP	01/11/19	VA Jan consolidated bills 01190206201	254-43200.622 ELECTRICAL SERVICE	68.28	21140	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19	VA life, disab, insurance 011019	254-43200.210 HEALTH INS & OTHER BENEFIT	120.54	21151	01/31/19
03070	MINUTEMAN PRESS	01/29/19	Village water bills posta 012819D	254-43200.536 POSTAGE	431.70	21158	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19	VA Feb dental premium 925619700002	254-43200.210 HEALTH INS & OTHER BENEFIT	253.29	21164	01/31/19
38760	TI-SALES INC	01/14/19	VW Neptune meters 0100508	254-43330.002 METER REPLACEMENT PROGRAM	957.00	21189	01/31/19
29825	VT GAS SYSTEMS	01/17/19	VA 12/14-1/17/19 01172019D	254-43200.623 HEATING/NATURAL GAS	435.28	21197	01/31/19
23215	ESSEX EQUIPMENT INC	01/30/19	WW winter gloves 107014510001	255-43200.612 UNIFORMS,BOOTS,ETC	121.55	21126	01/31/19
37700	GRAYBAR	01/14/19	WW outdoor outlet covers 9308124295	255-43200.570 MAINTENANCE OTHER	16.78	21139	01/31/19
07010	GREEN MOUNTAIN POWER CORP	01/18/19	WW 12/19-1/18/19 0119132407	255-43200.622 ELECTRICAL SERVICE	14992.87	21141	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19	VA life, disab, insurance 011019	255-43200.210 HEALTH INS & OTHER BENEFIT	246.37	21151	01/31/19
V1423	MAHER CORPORATION	01/17/19	WW chem pump hoses 25901	255-43200.570 MAINTENANCE OTHER	3177.06	21153	01/31/19
34995	MCMaster CARR SUPPLY CO	01/09/19	WW fittings, covers elec 83240982	255-43200.570 MAINTENANCE OTHER	138.28	21155	01/31/19
V1661	NORTH CENTRAL LABORATORIE	01/22/19	WW CL 17 sensor cells 418080	255-43200.618 SUPPLIES - LABORATORY	1629.14	21163	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19	VA Feb dental premium 925619700002	255-43200.210 HEALTH INS & OTHER BENEFIT	500.11	21164	01/31/19
28005	RUSSELL SUPPLY	01/17/19	WW tool box, drawers 113630	255-43200.570 MAINTENANCE OTHER	96.73	21175	01/31/19
02970	USA BLUE BOOK INC	01/08/19	WW compression couplings 778522	255-43330.007 CWSRF RF1-148 ADMIN FEE	116.61	21193	01/31/19
29825	VT GAS SYSTEMS	01/17/19	VA 12/14-1/17/19 01172019D	255-43200.623 HEATING/NATURAL GAS	3866.92	21197	01/31/19
07010	GREEN MOUNTAIN POWER CORP	01/11/19	VA Jan consolidated bills 01190206201	256-43200.622 ELECTRICAL SERVICE	1208.53	21140	01/31/19
07010	GREEN MOUNTAIN POWER CORP	01/11/19	VA Jan consolidated bills 01190206201	256-43220.001 SUSIE WILSON PS COSTS	495.83	21140	01/31/19
07010	GREEN MOUNTAIN POWER CORP	01/11/19	VA Jan consolidated bills 01190206201	256-43220.002 WEST ST PS COSTS	713.28	21140	01/31/19
14025	LINCOLN NATIONAL LIFE INS	01/10/19	VA life, disab, insurance 011019	256-43200.210 HEALTH INS & OTHER BENEFIT	156.78	21151	01/31/19
03070	MINUTEMAN PRESS	01/29/19	Village water bills posta 012819D	256-43200.536 POSTAGE	863.42	21158	01/31/19
24960	NORTHEAST DELTA DENTAL	01/15/19	VA Feb dental premium 925619700002	256-43200.210 HEALTH INS & OTHER BENEFIT	238.66	21164	01/31/19
25480	SAC FASTENER COMPANY	01/25/19	SA Jam nuts, check valve 45622	256-43220.002 WEST ST PS COSTS	10.26	21178	01/31/19

01/31/19

Town of Essex / Village of EJ Accounts Payable

Page 8 of 8

02:03 pm

Check Warrant Report # 17132 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 01/31/19 To 02/01/19 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23590	01/18/19	SA replacement lid 132233	256-43220.001 SUSIE WILSON PS COSTS	2347.00	21182	01/31/19
38760	01/14/19	VW Neptune meters 0100508	256-43330.002 METER REPLACEMENT PROGRAM	1914.00	21189	01/31/19
29825	01/17/19	VA 12/14-1/17/19 01172019D	256-43220.002 WEST ST PS COSTS	45.06	21197	01/31/19
29825	01/17/19	VA 12/14-1/17/19 01172019D	256-43220.001 SUSIE WILSON PS COSTS	44.26	21197	01/31/19
29825	01/17/19	VA 12/14-1/17/19 01172019D	256-43200.623 HEATING/NATURAL GAS	159.90	21197	01/31/19
Report Total				109337.98		

...

Tammy Getchell

From: Tammy Getchell
Sent: Thursday, January 24, 2019 11:30 AM
To: Sarah Macy
Subject: FW: Status of Village Funds

Follow Up Flag: Follow up
Flag Status: Flagged

From: Elaine Haney <ehaney@essexjunction.org>
Sent: Wednesday, January 23, 2019 8:11 AM
To: Evan Teich <eteich@essex.org>
Cc: Tammy Getchell <tgetchell@essexjunction.org>
Subject: Re: Status of Village Funds

No, it's older, and the low balance was because some of it had been spent. George might remember but for sure Lauren would. We had been making transfers into it annually but I recall somewhat early in my tenure we stopped. So that was around 2013? Sorry I'm not remembering more.

Elaine

Elaine Haney (formerly Sopchak)
Town of Essex Selectboard Member, ehaney@essex.org
Trustee, Village of Essex Junction, ehaney@essexjunction.org
(802) 324-2546

On Jan 23, 2019, at 7:18 AM, Evan Teich <eteich@essex.org> wrote:

Any idea of when it was created? With the balance low was it recently? I am cc'ing Tammy in so she can check the Annual meeting minutes. Hopefully narrowing the search down.

From: Elaine Haney
Sent: Tuesday, January 22, 2019 2:55 PM
To: Evan Teich <eteich@essex.org>
Subject: Re: Status of Village Funds

Evan,

Can you please check/confirm whether the land acquisition fund requires voter approval before use?

Thanks,

Elaine

Elaine Haney (formerly Sopchak)
Town of Essex Selectboard Member, ehaney@essex.org

Trustee, Village of Essex Junction, ehaney@essexjunction.org
(802) 324-2546

On Jan 16, 2019, at 1:55 PM, Evan Teich <eteich@essex.org> wrote:

There was a request to have a status of Village Funds and their current balances.

Here's what Sarah has for the Village other than the usual general fund, enterprise funds, ERJP and senior Center stuff.....

Capital Projects Fund – FY18 Balance \$439,623
Rolling Stock Reserve Fund – FY18 Balance \$43,336
Veteran Memorial Park Fund – FY18 Balance \$3,612
Land Acquisition Capital Reserve Fund - FY18 Balance \$81,292
Economic Development Fund – the \$0.0100; FY18 Balance \$212,202
Building Maintenance Fund – FY18 Balance \$17,215



2 Lincoln Street
Essex Junction, VT 05452
www.essexjunction.org

MEMORANDUM

TO: Village Trustees; Evan Teich, Unified Manager
FROM: Sarah Macy, Finance Director/Assistant Village Manager
DATE: February 12, 2019
SUBJECT: Land Acquisition Capital Reserve Fund

Issue

The issue is to summarize the establishment and restrictions surrounding the Land Acquisition Capital Reserve Fund.

Discussion

At the April 2, 1997 Village Annual Meeting, Article 5 establishing the Land Acquisition Capital Reserve Fund was approved by the voters as read (follows). An excerpt from the minutes is attached to this memo.

"Article 5: Shall the Village establish a Capital Reserve Fund for the purpose of acquiring property, to be known as the Land Acquisition Capital Reserve Fund, the maximum accumulated amount of such fund not to exceed \$500,000 with any expenditure from this fund requiring voter approval at a regular or special meeting?"

As of June 30, 2018 the Land Acquisition Capital Reserve Fund had a balance of \$81,291.37.

Cost

No cost at this time, informational only.

Recommendation

No recommendation at this time, informational only.

drawal of \$21,000 from the Rolling Stock fund for the purchase of a sewer rodder?"

President Dunbar explained there will be \$166,000 remaining in the Rolling Stock Fund after the withdrawal until the next allotment is incorporated.

MOTION by Rene Blanchard, SECOND by Norm Faunce, to approve Article 4 as read.

DISCUSSION: There was none.

VOTE to approve Article 4 as read: unanimous; motion carried. Article 4 is approved.

Moderator MacIntyre read Article 5 as follows:
ARTICLE 5: "Shall the Village establish a Capital Reserve Fund for the purpose of acquiring property, to be known as the Land Acquisition Capital Reserve Fund, the maximum accumulated amount of such fund not to exceed \$500,000 with any expenditure from this fund requiring voter approval at a regular or special meeting?"

President Dunbar explained the success of the other two capital reserve funds prompted the Trustees to ask the voters to establish this fund which will allow the Village to acquire property if the opportunity presents itself. The fund would require a start up deposit of \$25,000, then an annual deposit of an amount determined and approved by the voters. The total in the fund will not exceed \$500,000. Approval of the contribution to the fund this fiscal year (Article 6) will increase the estimated FY'98 tax rate from \$.1998 to \$.2024.

MOTION by Jim Riley, SECOND by Linda Kirker, to approve Article 5 as read.

DISCUSSION: Chris Halpin asked what flexibility the Village has presently to acquire property.

President Dunbar stated the Board would use the fund if it were available or call a special meeting and ask the voters for approval to use tax money to purchase property.

Linda Kirker stated the Property Acquisition Fund shows forward thinking on the part of Village management. The Village should be prepared to take advantage of opportunities when they occur.

VOTE to approve Article 5 as read: unanimous; motion carried. Article 5 is approved.

Moderator MacIntyre read Article 6 as follows:
ARTICLE 6: "Shall the voters appropriate \$25,000 to the Land Acquisition Capital Reserve Fund for acquiring property, which amount is to be raised by taxes?"

President Dunbar explained the \$25,000 allocation is the start up of the Land Acquisition Capital Reserve Fund. Next year, the Trustees will ask for a set amount to be contributed to the fund as part of the budget process just the same as the allotment to the Capital Reserve Fund and the Rolling Stock Fund.

MOTION by Stan LaFlamme, SECOND by Clem Dubie, to approve Article 6 as read.

DISCUSSION: There was none.

VOTE to approve Article 6 as read: unanimous; motion carried. Article 6 is approved.

Moderator MacIntyre read Article 7 as follows:
ARTICLE 7: "Shall the Village vote to authorize the Trustees to sell to the highest bidder a four acre parcel of land located off Park Street in the Village of Essex Junction, (the Village Trustees reserve the right to reject



ESSEX RESCUE, INC.

1 Educational Drive

Essex Junction, VT 05452

Phone (802) 878-4859 / Fax (802) 878-1246

January 15, 2019

To the residents of the Essex community,

With tremendous pride, Essex Rescue responds to requests for emergency medical services in the Essex community. In addition to Essex, Essex Rescue provides emergency medical services to the towns of Jericho, Westford and Underhill. During all times of the day and regardless of weather conditions, our volunteer and paid EMT and paramedic members respond quickly to the sick and injured to deliver basic and advanced life support services.

During the calendar year 2018, Essex Rescue received 1,798 requests for emergency medical services in the Essex community. Of the 1,798 requests for an ambulance, 1,271 community members were transported to the hospital, 175 received a medical evaluation and did not choose to be transported by ambulance, and 335 requests resulted in the ambulance being cancelled. Essex Rescue also provided support services on 17 occasions to other public safety organizations (police and fire) in the community.

Essex Rescue is a private, not-for-profit paramedic licensed transport ambulance service. While our organization is not a municipal service, we work closely with other public safety organizations to serve the Jericho community. Our partner agencies include the Underhill Jericho Fire Department and the Vermont State Police.

Essex Rescue takes great care to assure that the members of your community receive safe, efficient and appropriate pre-hospital emergency medical services. Regular training and expert consultation with emergency medicine physicians at the University of Vermont Medical Center, assures that when a request for emergency medical services is received, Essex Rescue stands ready to deliver this essential public health service. Essex Rescue is committed to being a regional leader in EMS (emergency medical services).

The Essex Rescue leadership team is committed to delivering excellent pre-hospital care while at the same time practicing fiscal responsibility. Careful financial management assures that every dollar of funding our organization receives is used as resourcefully as possible to obtain the best value. The cost of delivering emergency medical services to the five communities served by Essex Rescue is approximately one million dollars per year. That figure does not account for the value associated with the tens of thousands of volunteer hours our members donate to staff the ambulance. The Essex community directly benefits from the generosity demonstrated by our volunteer members.



ESSEX RESCUE, INC.

1 Educational Drive

Essex Junction, VT 05452

Phone (802) 878-4859 / Fax (802) 878-1246

Recent examples of how we have utilized the financial support we have received includes investing in EMT, advanced EMT and paramedic training, the purchase of the latest technology in cardiac monitors, patient transport safety systems and an additional nitrous oxide administration unit. This equipment and associated training provides our EMTs and paramedics a greater range of care options for meeting the needs of our patients before arriving at the emergency department. Regardless, if you are experiencing a medical emergency or have suffered a traumatic injury, our members stand ready to respond.

Essex Rescue relies upon multiple funding sources to support our organization. Billing private insurance, Medicare and Medicaid for patient transport decreases the need for municipal subsidies. Essex Rescue also administers a subscription program which on an annual basis experiences a high level of public participation. Subscribers to the program pay a \$50 annual fee directly to Essex Rescue and then pay nothing else out of pocket for deductible or co-pay expenses relating to emergency ambulance transport. The program fee entitles everyone living within the same household to the annual benefit. Our subscription drive starts during the month of November; more information can be found by visiting our website: www.essexrescue.org, or by calling our station at 802-878-4859. It is important to note that if a patient is transported to the hospital by an ambulance service other than Essex Rescue, the subscription program benefit does not apply. Lastly, Essex Rescue accepts donations. We are grateful for the ongoing generosity demonstrated by the community.

Essex Rescue is always looking for new volunteers. Previous experience in EMS is not a requirement. If you are interested in joining a team motivated and committed to provide high quality pre-hospital emergency medical care, we would like to speak with you. Perspective volunteers can choose to volunteer as a clinical provider or as a driver. If you would like to learn more, visit our website: www.essexrescue.org, or by calling our station at 802-878-4859, and speak with Deputy Executive Director Colleen Nesto.

Thank you,

William M. Moran
Executive Director & Paramedic
Essex Rescue, Inc.

STRENGTHENING COMMUNITIES FOR THE FUTURE:

Community and Economic Development Forum



Presented by the Vermont League of Cities and Towns, the Vermont Regional Development Corporations, and the Vermont Agency of Commerce and Community Development.

Local government and community leaders play vital roles in the creation of thriving local economies that generate local revenue, attract new residents, create jobs, and preserve the unique qualities of a town. This forum will feature training on strategies and tools to accomplish community development goals with limited resources as well as stories from communities that have successfully overcome challenges and achieved their goals.

Wednesday, March 27, 2019 | Burke Mountain Resort, East Burke

Program highlights:

- ▲ Keynote address by Rebecca Sanborn Stone, Principal Engagement Specialist and Senior Planner, Community Workshop, LLC
- ▲ Community success stories
- ▲ Resource organization contact information
- ▲ Networking opportunities
- ▲ Topics include creative initiatives, infrastructure, marketing, and more

Attendee Takeaways

- ▲ Low-cost tools and strategies that work at all levels
- ▲ Information on technical and funding resources
- ▲ Statewide contacts for future networking
- ▲ Ideas! Ideas! Ideas!

Questions?

Email info@vlct.org

\$70.00

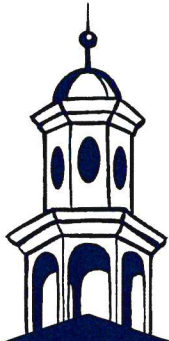
Government/Non-profit

\$140

All others

Register online at

www.vlct.org/training-events



Local Government Day in the Legislature



AGENDA

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

8:00-8:40 a.m. Registration at the Capitol Plaza Hotel and Conference Center
Greet municipal colleagues and VLCT staff over a continental breakfast. Browse information from the Vermont League of Cities and Towns, the Vermont Municipal Clerks' and Treasurers' Association, the Vermont Assessors and Listers Association, the Green Mountain Water and Environment Association, and the Vermont Government Finance Officers Association.

8:40-8:50 a.m. Welcome from the City of Montpelier
William Fraser, City Manager

8:50-9:00 a.m. Recognizing the Role of Local Government in Moving Vermont Forward
Maura Carroll, VLCT Executive Director

9:00-10:00 a.m. Your Legislators and Your Town: Connecting the Dots on Legislation
Karen Horn, Director of Public Policy and Advocacy, and Gwynn Zakov, Municipal Policy Advocate, will explain how you can help bring VLCT's Municipal Policy Priorities to fruition and achieve the best outcomes for issues that affect your community. VLCT's Advocacy team will discuss how to most effectively participate in the legislative process, what protocols to follow when you are in the State House, and how to make your community's story resonate. They will point to news and information sources for legislative current events, including our Weekly Legislative Report.

10:00-10:15 a.m. Walk to State House

10:30- 12:00 p.m. Committee Meetings—Visit www.vlct.org for the most up-to-date schedule.

OR

10:30-12:00 p.m. Tour the State House with State Curator David Schütz (invited)

12:00-12:15 p.m. Return to Capitol Plaza

Continued on back

REGISTER AT
vlct.org/training-events

► **Registration Deadline:** Thursday, February 7, 2019

► **Cost:** \$45.00 (add \$10 after the deadline)

VERMONT LEAGUE OF CITIES & TOWNS

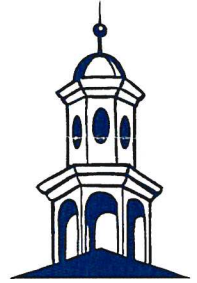
89 Main Street, Suite 4
Montpelier, VT 05602
802-229-9111/www.vlct.org

PRESENTED BY ↓

Make your voice heard at the State House!

VLCT, VMCTA, VALA, VTGFOA and GMWEA make it easy for you to meet your legislators, highlight municipal priorities, and attend committee meetings.

We look forward to seeing you!



12:15-1:30 p.m. Luncheon with Your Legislators at the Capitol Plaza Hotel
Keynote speaker: Joe DeLong, Executive Director of the Connecticut Conference of Municipalities, will discuss successful local governance initiatives.

1:30-1:45 p.m. Return to State House for Floor Sessions and Afternoon Committee meetings

OR

Attend the HUB Communities Workshop at Capitol Plaza

1:45-3:30 p.m. Hub Communities – Hosting Services, Amenities and Jobs in a Region
This session offers municipal leaders an opportunity to discuss what serving as the hub community in a region entails and the evolving relationships with surrounding municipalities. Attendees will discuss resources that help support vibrant communities that are work-related, commercial, and social destinations for Vermonters.

1:45-3:30 p.m. Observe House and Senate Floor Action and Attend Committee Meetings

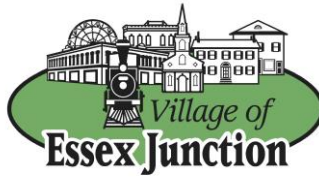
2:30-3:00 p.m. Treats in the Cafeteria



vala
vermont assessors & listers association



Green Mountain
Water Environment
Association



MEMORANDUM

TO: Village Trustees
 FROM: Evan Teich, Unified Manager
 DATE: February 8, 2019
 SUBJECT: Trustees Meeting Schedule

TRUSTEES MEETING SCHEDULE/EVENTS

February 12 6:30 PM	Regular Meeting <ul style="list-style-type: none"> Public Hearing on FYE 20 budgets and capital programs Adopt budgets and capital programs
February 15	Last day to file petitions signed by at least 5% of the voters with the Village Clerk for Articles to be included in the Village Meeting Warning. <i>(Not less than 47 days before Annual Meeting)</i>
February 26 6:30 PM	Regular Meeting <ul style="list-style-type: none"> Adopt Warning for Annual Meeting
February 22-March 4	Warning to be posted in two public places, plus in or near the Clerk's office, between these dates. <i>(No earlier than 40, nor later than 30 days before Annual Meeting)</i>
March 4	5:00 PM –Deadline for nominating petitions to be filed with Village Clerk <i>(6th Monday before Election)</i>
March 12 6:30 PM	Regular Meeting
March 21	Publish budget in Village Newsletter. <i>(Budget must be distributed at least 10 days before annual meeting).</i>
March 21	Publish Warning in Essex Reporter. <i>(Warning must be published at least 5 days before meeting).</i>
March 26 6:30 PM	Regular Meeting
April 3 7:00 PM	Annual Meeting at Essex Community Educational Center—Community Dinner to precede Meeting at 6:00 PM
April 9	Annual Election—Polls open 7:00 AM to 7:00 PM—Essex High School. Note: The vote will be with the school election.
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