



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

2 Lincoln Street
Essex Junction, VT 05452
Tuesday, April 23, 2019
6:30 PM

E-mail: manager@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6944

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
2. **REORGANIZATION**
 - a. Election of President, Vice President
3. **AGENDA ADDITIONS/CHANGES**
4. **APPROVE AGENDA**
5. **PUBLIC TO BE HEARD**
 - a. Comments from Public on Items Not on Agenda
6. **BUSINESS ITEMS**
 - a. Discussion and appointment of Board of Trustees vacancy
 - b. Annual review of Ethics Policy—Evan Teich
 - c. Approve contract for Land Application of Biosolids at the Whitcomb Farm (North Williston Cattle Co.)—Jim Jutras
 - d. Appoint two Trustees to Joint Governance Subcommittee—Evan Teich
7. **CONSENT ITEMS**
 - a. Sale of pickup truck from Fire Department to Town of Essex
 - b. Adopt 2019 Local Emergency Operations Plan—Greg Duggan
 - c. Approve press release statement for Tree City USA designation
 - d. Approve Banner Application for KidSafe Community Yard Sale
 - e. Approval of minutes: March 26, 2019
 - f. Approve and attest Annual Meeting minutes: April 3, 2019
 - g. Check Warrants #17140—03/29/19; #17141—04/04/19; #17142—04/12/19; #17143—04/19/19
8. **READING FILE**
 - a. Board Member Comments
 - b. Email from Jason LaFrance re: Early Voting Opportunities
 - c. Village of Essex Junction Village Meeting Election Results
 - d. Village of Essex Junction Budget Status Report as of 3/31/19
 - e. Brownell Library Staff and Directors Report February 2019
 - f. Revised Job Description for Library Assistant Youth
 - g. Email from Jim Jutras re: Tri-town WWTF Update
 - h. Green Mountain Transit Essex service changes update
 - i. Upcoming meeting schedule
9. **EXECUTIVE SESSION**
 - a. An executive session is anticipated for discussion of a real estate issue
10. **ADJOURN**

This agenda is available in alternative formats upon request. Meetings of the Trustees, like all programs and activities of the Village of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the Unified Manager's office at 878-6944.


Certification: 04/19/2019

Date Posted


Initials



MEMORANDUM

TO: Village Trustees
FROM: Evan Teich, Unified Manager 
DATE: April 18, 2019
SUBJECT: Discussion and appointment of Board of Trustees Vacancy

Issue

Effective April 2, 2019, Elaine Haney resigned from her seat on the Village Board, due to her new commitment as Chair of the Essex Selectboard.

Discussion

The Village Charter § 221-2.05 *Vacancies; filling of Vacancies* is attached to this memo for reference. According to the Charter, a vacancy in the Board of Trustees shall be filled until the next regular election by a majority vote of the remaining members.

There are two ways to handle this issue:

1. Recent election- this past election held on Tuesday, April 9th had two candidates. The Village Board could accept the second highest vote candidate. That candidate would serve a one-year term.
2. The Village Board could open up the process to seek other applicants. This would entail developing said process including seeking application materials; (letter of interest/resume), establishing application deadlines (say two weeks), establishing a review of applications, contacting applicants to set up the interviews and conducting an interview process (whole Board).

Cost

There is no cost associated with this issue.

Recommendation

Staff recommends the Trustees discuss options to fill the Village Board vacancy until the next regular election.

From: Elaine Haney
Sent: Tuesday, April 2, 2019 9:44 AM
To: George Tyler
Cc: Andrew Brown; Daniel Kerin; Lori Houghton; Evan Teich
Subject: Stepping down

Dear George,

As you know, the Essex Selectboard elected me yesterday to be chair. Because of the workload of that position, and because I want to be sure I am giving my full attention to my elected position and not shortchanging either the board or our voters, I have decided to resign from my seat on the Village Board, effective today. I will attend Village Meeting tomorrow but will not participate as a board member.

Thank you very much for seven great years of teamwork on behalf of the Village.

Best,
Elaine

Elaine Haney
Chair, Town of Essex Selectboard ehaney@essex.org
(802) 324-2546

The Vermont Statutes Online

The statutes were updated in November, 2018, and contain all actions of the 2018 legislative session.

Title 24 Appendix : Municipal Charters

Chapter 221 : Village Of Essex Junction

Subchapter 002 : Village Trustees

(Cite as: 24 App. V.S.A. ch. 221, § 2.05)

§ 221-2.05. Vacancies; filling of vacancies

(a) Vacancies. The office of a trustee shall become vacant upon his or her death, resignation, or removal from office in any manner authorized by law.

(b) Filling of vacancies. A vacancy in the Board of Trustees shall be filled until the next regular election by a majority vote of the remaining members. Notwithstanding the requirement in section 2.08 that a quorum of the Board of Trustees consists of three members, if at any time the membership of the trustees is reduced to less than three, the remaining members may by majority action appoint additional members to raise the membership to three. (Amended 2013, No. M-6, § 2, eff. May 20, 2013.)

Tammy Getchell

From: Senning, Will <will.senning@sec.state.vt.us>
Sent: Tuesday, April 2, 2019 10:15 AM
To: Susan McNamara-Hill
Subject: RE: Local Elections

Hi Susan,

Your instinct is correct. The only seat to be elected is the three year term that was warned and the two candidates who filed petitions will compete for that seat. In the meantime, you are correct that the board will appoint someone to fill the vacancy created by the resignation and that appointment can run until the next annual meeting. The voters could also petition the board to hold a special election for the vacant seat earlier than that.

The board would always have the option of waiting until after the election and appointing the losing candidate to the other, now vacant seat, but they would not be required to do that and can choose from among anyone who applies to be appointed,

Let me know if you have any questions.

Will

Will Senning
Director of Elections and Campaign Finance
Vermont Secretary of State's Office
128 State Street
Montpelier, VT 05633-1101
(802) 828 – 0175
will.senning@sec.state.vt.us

From: Susan McNamara-Hill <SMcnamarahill@ESSEX.ORG>
Sent: Tuesday, April 2, 2019 8:12 AM
To: Senning, Will <will.senning@sec.state.vt.us>
Subject: Local Elections

Good Morning:

I have a question concerning our upcoming local election for Village Trustees on April 9th. We currently have one 3 year seat open with two candidates running. One of our Trustees who was reelected last year for three years is resigning her positions (just announcing this week).

I am sure I will be asked about the election and if both candidates can be elected since there are now two vacancies.

My thinking is that only candidate can be elected to the three year term because that is what is on the Warning and that the Board would then have to appoint someone to fill the unexpired term until the next Annual election at which time someone could be elected to serve out the remainder of the term.

Is this correct?

From the Village of Essex Junction Charter:

Section 2.05. Vacancies; Filling of Vacancies. a) Vacancies. The office of a Trustee shall become vacant upon his or her death, resignation, or removal from office in any manner authorized by law. b) Filling of Vacancies. A vacancy in the Board of Trustees shall be filled until the next regular election by a majority vote of the remaining members.

Notwithstanding the requirement in section 2.08 that a quorum of the Board of Trustees consists of three members, if at any time the membership of the Trustees is reduced to less than three, the remaining members may by majority action appoint additional members to raise the membership to three.

Thank you,
Susan

Susan McNamara-Hill, Clerk/Treasurer
Village of Essex Junction
Town of Essex
81 Main Street
Essex Junction, VT 05452
802-879-0413





MEMORANDUM

TO: Village Trustees
FROM: Evan Teich, Unified Manager
DATE: April 19, 2019
SUBJECT: Annual Review of Ethics Policy

A handwritten signature in blue ink, appearing to be "ET", located to the right of the "FROM" line.

Issue

The issue is whether or not the Trustees review and acknowledge the Village of Essex Junction Ethics Policy and General Rules and Personnel Regulations as they pertain to public officials.

Discussion

The attached documents state that the Trustees shall annually review the Ethics Policy and each Trustee shall sign a form acknowledging that they have received and understand the Ethics Policy.

Cost

There is no cost associated with this issue.

Recommendation

It is recommended that the Trustees review Article 1 of the General Rules and Personnel Regulations and the Ethics Policy and sign the attached acknowledgement forms.

VILLAGE OF ESSEX JUNCTION ETHICS POLICY

1. APPLICABILITY:

The provisions of these rules shall apply to all public officials, employees and volunteer firefighters.

2. POLICY STATEMENT:

Accepting a position as a public official, employee or volunteer firefighter carries with it the acceptance of a public trust that the official, employee or volunteer firefighter will work to further the public interest. Maintaining that public trust is critical to the continued operation of good government. In addition, public decision-making should be open and accessible to the public at large. To preserve this public trust, there are five principles to which public officials, employees or volunteer firefighters should adhere to:

- (a) A public official, employee or volunteer firefighter should represent and work towards the public interest and not towards private/personal interests.
- (b) A public official, employee or volunteer firefighter should accept and maintain the public trust (i.e., must preserve and enhance the public's confidence.)
- (c) A public official, employee or volunteer firefighter should exercise leadership, particularly in the form of consistently demonstrating behavior that reflects the public trust.
- (d) A public official, employee or volunteer firefighter should recognize the proper role of all government bodies and the relationships between the various government bodies.
- (e) A public official, employee or volunteer firefighter should always demonstrate respect for others and for other positions.

3. DEFINITIONS:

The following words shall have the following meanings:

- (a) **Business Associate** is a partner or other person with whom an individual has ongoing or recurring business transactions.
- (b) **Conflict of Interest** is a situation where a public official, employee or volunteer

firefighter is directed by two or more competing interests, one of which is the public interest and the other is a private/personal interest. Specific conflict of interest situations are specified in the section entitled "Conflict of Interest".

- (c) **Ethics** are a set of rules that guide behavior.
- (d) **"Financial Interest" is defined as any of the following:**
 - A self-proprietor, partner, business associate, shareholder (holding at least five percent of the outstanding shares of any class of shares), director, or managerial employee of an organization who has a matter for review before a public body.
 - A self-proprietor, partner, business associate, shareholder (holding at least five percent of the outstanding shares of any class of shares), director, or managerial employee of a competitor to a business that has a matter for review before a public body.
 - An applicant or property owner who has a matter for review before a public body.
 - An adjoining landowner to a property owner that has a matter for review before the Planning Commission or Zoning Board of Adjustment.
- (e) **Immediate Family** is spouses, civil union partners, children, stepchildren, parents, step-parents, brothers, sisters, grandparents, nephews, nieces, sons-in-law, daughters-in-law, fathers-in-law, mothers-in-law, brothers and sisters-in-law, and any dependents or other persons living in the employee's or volunteer firefighter's household.
- (f) **Material** is of real importance or great consequence, substantial, requiring serious consideration by reason of having a bearing on the outcome of an unsettled matter.
- (g) **Official Act or Action** is any legislative, administrative, appointive, or discretionary act of any public official, employee or volunteer firefighter of the Village (in his/her official capacity), or of any agency, board, committee or commission thereof.
- (h) **Private/Personal Interest** is something that is of direct or indirect material or financial benefit accruing to an individual or a member of the individual's immediate family.
- (i) **Public Interest** is the interest of the community as a whole conferred generally upon all members of the public.

- (j) **Recusal** is stepping aside from public office or duty during discussion and vote when a conflict of interest exists (as specified in Section 204).

4. CONFLICT OF INTEREST:

A public official, employee or volunteer firefighter is deemed to have a conflict of interest if s/he acts contrary to any of the following rules:

- (a) **Acceptance of Gifts and Favors.** A public official, employee or volunteer firefighter shall not accept anything of economic value, such as money, service, gift, loan, promise, gratuity, or favor from any person, business or organization involved in a contract or transaction with the Village, such that the item accepted could be considered as payment for a special act or treatment. This provision shall not apply to:
 - (1) Attendance at a hosted meal when it is provided in conjunction with a meeting directly related to the conduct of Village business, or where official attendance by the public official, employee or volunteer firefighter as a Village representative is appropriate;
 - (2) An award publicly presented in recognition of public service;
 - (3) Occasional, non-pecuniary gifts of insignificant value.
- (b) **Appointment of Immediate Family Member or Business Associate.** A public official or employee shall not participate in the appointment, vote for appointment, or discussion of any appointment of an immediate family member or business associate, to any Village office or position. A public official or employee shall not use his/her position, directly or indirectly, to affect the employment status of an immediate family member or business associate.
- (c) **Supervision of Immediate Family Members.** A public official, employee or volunteer firefighter shall not supervise, hire, appoint, evaluate, or discipline the work or employment status of an immediate family member or the affairs of the organizational unit in which the immediate family member is employed.
- (d) **Personal Relationships in the Workplace.** Dating shall be prohibited between co-workers in power-differentiated relationships where one of the parties has decision-making authority over the terms or conditions of employment of the other party, including performance appraisals.
- (e) **Prior Knowledge of Property Purchases.** A public official, employee or volunteer firefighter shall not receive or have any financial interest in any sale to the Village of any property when such financial interest was received with prior knowledge that the Village intended to purchase said property.

- (f) **Contractual Arrangements.** A public official, employee or volunteer firefighter shall not influence the Village's selection of, or its conduct of business with, a person, organization or business having business with the Village if the public official, employee or volunteer firefighter, or a member of the official, employee's or volunteer firefighter's immediate family, has a financial interest in or with the person, organization or business. The public official, employee or volunteer firefighter shall not participate in the discussion, negotiation, or vote on contracts in which the official, employee or volunteer firefighter, or a member of the official, employee's or volunteer firefighter's immediate family, has a private financial interest and performs in regard to such a contract some function requiring the exercise of discretion on behalf of the Village.
- (g) **Financial Interest.** A public official, employee or volunteer firefighter shall not participate in any public business before a public body which affects his/her financial interest. Public business shall mean participating in the award of a contract, seeking or opposing a permit from a public body on which the official, employee or volunteer firefighter sits as the authority to grant or deny such permit soliciting employment from the Village, or otherwise requesting some status, right, or benefit from the Village that has financial value. This shall not include supporting or opposing the passage of a legislative measure unless such measure relates substantially to the public official, employee's or volunteer firefighter's private/personal interest rather than to the public interest.
- (h) **Representation of Private Party.** A public official, employee or volunteer firefighter shall not represent a private party in any matter before any Village public body. Nothing in this section shall prohibit a public official, employee or volunteer firefighter from representing his/her own interests before any Village public body. In such cases, the public official, employee or volunteer firefighter shall act only in his/her individual capacity and not also in any official capacity on behalf of the Village.
- (i) **Use of Confidential Information.** A public official, employee or volunteer firefighter shall not, without authorization, disclose or use confidential information acquired in the course of official duties. A public official, employee or volunteer firefighter shall not use any confidential information acquired in the course of official duties to further his/her personal interest.
- (j) **Unusual Relationships.** Whenever a public official, employee or volunteer firefighter has special or unusual (beyond being casual or reasonably common) relationship with a party to an official action of the public body on which the official, employee or volunteer firefighter sits, the official, employee or volunteer firefighter shall disclose the relationship and the body may advise as to whether

the official, employee or volunteer firefighter should recuse him/herself in accordance with the Section entitled "Definitions" of this policy.

If a conflict of interest, as defined above, is determined to exist, the public official, employee or volunteer firefighter shall disclose the conflict and recuse him/herself prior to any consideration and/or vote on the action being contemplated, in accordance with the provisions of the section entitled "Definitions".

5. EX-PARTE COMMUNICATIONS: BOARDS, COMMISSIONS AND COMMITTEES:

In any quasi-judicial matter (e.g., matter involving the issuance of a permit or approval), or the award of a contract, before a Village Board, Commission or Committee, a public official, employee or volunteer firefighter sitting on such Board, Commission or Committee, shall not, outside of that Board, Commission or Committee, communicate with or accept a communication from a person for which there are reasonable grounds for believing to be a party to the matter being considered, if such communication is designed to influence the official, employee's or volunteer firefighter's action on that matter. If such communication should occur, the public official, employee or volunteer firefighter shall disclose it at an open meeting of the Board, Commission or Committee prior to its consideration of the matter.

6. INAPPROPRIATE USE OF PUBLIC POSITION:

A public official, employee or volunteer firefighter shall not use his/her public position to further a personal interest or the interest of an immediate family member.

A public official, employee or volunteer firefighter shall not use the powers or prestige obtained through election, appointment or employment, to influence the decision of a subordinate on a matter where the official, employee or volunteer firefighter has significant private/personal pecuniary interest.

Public officials, employees or volunteer firefighters are empowered to discharge specific statutory duties in the public interest and should not interfere with the statutory duties of others.

A public official, employee or volunteer firefighter shall not attempt to influence Village staff=s recommendations regarding matters in which the public official, employee or volunteer firefighter has a personal/private or financial interest.

A public official, employee or volunteer firefighter shall not use Village staff or resources to advance a personal/private or financial interest.

7. INCOMPATIBILITY OF OFFICES:

Incompatible offices set forth in 17 V.S.A., Section 2647, shall not be held simultaneously by any Village public official, employee or volunteer firefighter.

The Village Manager shall not hold the office of Village Clerk or Village Treasurer.

A Village Trustee shall not serve as a member of the Village Planning Commission or Zoning Board of Adjustment.

A member of the Village Planning Commission shall not serve as a member of the Village Zoning Board of Adjustment.

A member of the Village Zoning Board of Adjustment shall not serve as a member of the Village Planning Commission.

A Village Trustee, Planning Commissioner, or member of the Zoning Board of Adjustment shall not be an employee of the Village of Essex Junction.

8. FAIR AND EQUAL TREATMENT:

No public official, employee or volunteer firefighter shall grant or make available to any person any consideration, treatment, advantage or favor beyond that which it is the general practice to grant or make available to the public at large.

No public official, employee or volunteer firefighter shall request, use, or permit to be used, any publicly-owned or publicly-supported property, vehicle, equipment, labor, or service for the personal convenience or the private advantage of him/herself or any other person. This rule shall not be deemed to prohibit a public official, employee or volunteer firefighter from requesting, using or permitting the use of such publicly-owned property, vehicle, equipment, or material which is provided as a matter of stated policy for the use of Village public officials, employee or volunteer firefighter in the conduct of official Village business.

No public official, employee or volunteer firefighter shall discriminate on the basis of race, color, religion, national origin, or sex.

9. DISCLOSURE AND RECUSAL PROCEDURES:

Whenever a matter comes before a Board, Commission or Committee, on which any of the conflict of interest situations described in the sections entitled "Definitions," "Conflict of Interest" or "Ex-Parte Communications: Boards, Commission and Committees" of this Policy shall exist, the following provisions shall apply:

- (a) The public official, employee or volunteer firefighter involved shall disclose to

the relevant Board, Commission or Committee, in an open public meeting, the nature of the conflict of interest, prior to any consideration of the matter by said Board, Commission or Committee.

(b) Following such disclosure, such public official, employee or volunteer firefighter shall leave the room and shall not participate in any consideration, discussion or vote on the matter before the Board, Commission or Committee. If the official, employee or volunteer firefighter wishes to address the issue at an open public meeting, the official, employee or volunteer firefighter may re-enter the room as a member of the public and participate as a member of the public. During deliberation and vote on the matter, the official, employee or volunteer firefighter shall not be present. The official, employee or volunteer firefighter may attend executive session to discuss the matter at the invitation of the Board, Commission or Committee, if such attendance complies with the statutory requirements of the Open Meeting Law.

(c) The public official, employee or volunteer firefighter shall not, during any part of the Board, Commission, or Committee meeting pertaining to the matter requiring the disclosure, represent, advocate on behalf of, or otherwise act as the agent of the person or business entity in or with which the official has such an interest or relationship.

The foregoing shall not be construed as prohibiting the official, employee or volunteer firefighter from testifying as to factual matters at a hearing of the Board of Trustees, Planning Commission, Zoning Board of Adjustment, or any other committee.

10. COMPLAINT OF ETHICS VIOLATION:

A person, who believes that an appointed public official, employee or volunteer firefighter of the Village of Essex Junction has violated any portion of this policy, may send or deliver a signed, written complaint to the Village Manager. The complaint shall include the name of the person alleged to have committed the violation and the specifics of the act(s) which constitute the violation. The Manager shall forward the complaint to the appropriate public official(s) for resolution.

Any complaint against an elected official shall be directed to the elected official. A person may ask an elected body to reconsider a matter that they believe involved an unethical act by an elected official.

11. DISTRIBUTION OF ETHICS POLICY:

Village Trustees: Annually at their organizational meeting, the Village Trustees shall, in a public meeting, review the Ethics Policy of the Village of Essex Junction. Each Village Trustee shall sign a form acknowledging that they have received and understand the Ethics Policy.

Boards, Commissions and Committees: Upon appointment and annually at their organizational meetings, all boards, commissions, and committees appointed by the Village Trustees shall, in a public meeting, review the Ethics Policy of the Village of Essex Junction. Each board, commission or committee member shall sign a form acknowledging that they have received and understand the Ethics Policy of the Village of Essex Junction.

Fire Department: Upon appointment and annually thereafter, the Fire Chief shall distribute and review with the volunteer firefighters a copy of the Village of Essex Junction's Ethics Policy. Each volunteer firefighter shall sign a form acknowledging that he/she has received and understands the Ethics Policy.

Department Heads and Full-Time Employees: Upon hiring and annually thereafter, Department Heads shall be required to distribute and review with their full-time employees a copy of the General Rules and the Personnel Regulations, including Ethics Policy. Each full-time employee will be required to sign a form acknowledging that he/she has received and understands the General Rules and Personnel Regulations, and Ethics Policy.

Elected Position: Each person seeking an elected position in the Village of Essex Junction shall be given a copy of the Ethics Policy of the Village of Essex Junction along with a petition.

Appointed Position: Each person seeking an appointed position in the Village of Essex Junction shall be given a copy of the Ethics Policy of the Village of Essex Junction upon submittal of a letter requesting appointment.

Adopted by the Village Trustees on 6/8/10.

ARTICLE 1
GENERAL RULES FOR PUBLIC OFFICIALS, ALL EMPLOYEES AND VOLUNTEERS

101. EFFECT

The provisions of these rules shall apply alike to all public officials, volunteer firefighters and all employees of the Village, regardless of the time of the creation of the position or the time of their appointment.

These rules and regulations are subject to change at any time by majority vote of the Village Trustees.

102. DEFINITIONS

"Department Head" is the appointed Fire Chief or an employee who has direct supervision and responsibility for personnel of a municipal department.

"Employee - Full-Time" is an employee who works at least thirty (30) hours per week, year round. Full-time employees are eligible for all benefits and may only be discharged for cause. Full-time employees who work less than forty (40) hours per week will have their fringe benefits, such as vacation leave, sick leave and holiday pay, pro-rated (e.g., an employee who normally works 30 hours per week would be paid for 30 hours when taking a vacation week).

"Employee - Part-Time" is any person who routinely works less than thirty (30) hours per week, or is hired for seasonal work only. A part-time employee is an at-will employee and may be discharged at any time without cause. Part-time employees who work an average of at least 18 hours per week and are over age 18 are eligible for paid sick leave in accordance with state law. Part-time employees are not eligible for benefits, except that those who are scheduled to work at least twenty (20) hours per week year round and have completed an initial six month probationary period are entitled to vacation, holiday, and sick leave on a prorated basis. All employees have access to the Employee Assistance Program.

"Seasonal Employee" is any employee hired to perform services on a seasonal basis. Seasonal employees are not eligible for benefits and are not included in the merit pay scale. Seasonal employees may be discharged at any time without cause.

"Public Official" is any person who is elected by the voters of the Village or has been appointed by the Village Trustees.

"Volunteer Firefighter" is any person appointed to the Essex Junction Fire Department. In accordance with the Fair Labor Standards Act, they are volunteers and not employees. Volunteer firefighters are appointed by the Essex Junction Fire Chief. All appointed volunteer firefighters are at-will. They are not eligible for benefits, except for the Employee Assistance Program, and may be discharged at any time without cause by the Fire Chief or by the Village Trustees. Pay rates for volunteer firefighters are set by the Fire Chief and approved by the Village Trustees. Volunteer firefighters are not included in the merit pay scale.

"Library Substitute" is any employee hired to fill in on an "as-needed basis" at the Brownell Library. Library substitutes are not eligible for benefits and are not classified in the merit pay scale. All library substitutes are to be paid the same hourly wage as established by the Library Director and Municipal Manager. Library Substitutes may be discharged at any time without cause.

"Library Volunteer" is any person who has been offered and accepted a volunteer position at the Brownell Library. All applicants for volunteer positions at the library are required to undergo a criminal record check per Section 8 of the "Administrative Procedures Regarding Hiring."

103. EQUAL OPPORTUNITY AND NON-DISCRIMINATION

The Village of Essex Junction is committed to and adheres to equal opportunity and nondiscrimination in all aspects of employment. Candidates for employment and employees will be considered for all positions on the basis of their qualifications, abilities and job performance, regardless of race, color, religion, ancestry, national origin, genetics, place of birth, age, sex (including pregnancy), sexual orientation, genetic information, gender identity or disability, if he or she is qualified for the position. The municipality shall, without regard to these matters, recruit, hire, upgrade, assign, and train all employees. In addition, the municipality shall administer all personnel actions, such as compensation, benefits and municipal sponsored training without regard to these matters. Reasonable accommodations will be made for employees who are qualified individuals with a disability and for any qualified person with a disability seeking employment with the municipality.

104. APPOINTMENTS

Where no specific rule of the Village Charter is made to the contrary, the state statutes shall determine how appointments shall be made.

105. RECORDS

All records shall be available to the Board of Trustees or their representative if they are conducting an official investigation in accordance with the Village Charter or acting as the Personnel Board.

106. MONIES RECEIVED

Every official or employee shall turn over, as soon as practical, all monies received by him/her in their official capacity to the Treasurer with a statement showing the source from which the same was received.

107. OATH

Members of the Board of Trustees shall, before assuming their duties, take the oath prescribed by law.

108. SALARIES

All officials, employees and volunteer firefighters of the Village shall receive such salaries as may be provided by the Village Trustees. No official or employee receiving a salary from the municipality shall be entitled to retain any portion of any fees collected by him/her in the performance of their duties as municipal official or employee.

All municipal employees, with the exception of the volunteer firefighters, seasonal employees and library substitutes, will be placed in the municipality's merit pay scale and will be eligible for merit increases based on the evaluation rating received on their review dates.

109. TERMINATION OF OFFICE

Every official, volunteer firefighter and employee, upon the expiration of their term or dismissal, shall deliver to their successor all books and records which may be the property of the Village, and shall deliver to the Manager any other municipal property in their possession. If no successor has been appointed within one week after the termination of office, such property shall be delivered to the Municipal Manager or Trustees.

110. REFERENCES

The Village of Essex Junction will not provide references beyond confirming dates of employment. All reference requests are to be referred to the Municipal Manager in accordance with the "Policy Regarding Providing References for Former Employees."

111. TRAVELING EXPENSE

Request for travel expense funds for official business, special education or training shall be submitted on an authorized form. Authorization forms are to be signed by the employee's supervisor. Mileage shall be reimbursed in accordance with IRS allowance and shall be computed based on employee's

regular work site as base.

No municipal vehicle shall be used regularly for commuting to and from work, nor shall any public official receive mileage reimbursement for commuting to and from work, unless waived by the Municipal Manager on a case-by-case basis.

Employees and volunteers attending conferences or other training will be reimbursed for the cost of meals. If a meal is not provided, the municipality shall reimburse public officials and employees up to \$15 for breakfast, \$15 for lunch and \$25 for dinner (including gratuities). In order to receive reimbursement, an Expense Voucher shall be completed and receipts provided. At no time will the municipality reimburse public officials for alcohol or tobacco related products.

112. SMOKING

Smoking will not be allowed inside any building or vehicle owned by the Village of Essex Junction. Smoking will be permitted outdoors (except at the Wastewater Treatment Plant, where no smoking is allowed within the gates).

113. EMPLOYEE ASSISTANCE PROGRAM

The services of Invest EAP, a Vermont-based Employee Assistance Program (EAP), are available for all employees as well as all of their household members. Invest EAP may be accessed 24 hours a day and seven days a week (24/7), free of charge and confidentially, for help identifying and dealing with the stressors and distractions in their life.

114. OPEN DOOR POLICY.

The Village has an open door policy for employees. In order to maintain an open door policy, employees are encouraged to discuss concerns, issues, problems, and/or ideas with Department Heads or the Manager. If employees are unable to resolve issues with their Department Head they may address their concerns or ideas to the Manager with the understanding that all discussion with the Manager may be reviewed with the Department Head. The open door policy is not intended to be a means to override department rules or circumvent proper steps to resolve issues

115. ETHICS POLICY.

The Village has an Ethics Policy. The Ethics Policy will be distributed to all employees; board, commission and committee members; elected and appointed officials; and fire fighters upon appointment and annually thereafter per Section 11 of the Ethics Policy. Each person receiving the Ethics Policy shall sign the Ethics Policy acknowledgement form.

ARTICLE 2 EMPLOYEE RULES AND REGULATIONS

201. EFFECT

These rules and regulations apply to all municipal employees and are subject to change at any time by majority vote of the Village Trustees.

202. APPOINTMENT OF SUPERVISORY PERSONNEL

The Manager, with the advice of the Trustees, shall appoint all personnel with departmental supervisory capacity. The Manager shall also seek the advice of the Library Trustees in the appointment of the Library Director.

203. ASSIGNMENT OF DUTIES

The Manager and Department Head shall have the right to assign duties. Where the duties of an office are not provided by any law, the Manager may designate such duties.

The Manager shall approve all job descriptions or any changes thereto, except the Manager's job

For Elected and Appointed Public Officials

ACKNOWLEDGEMENT

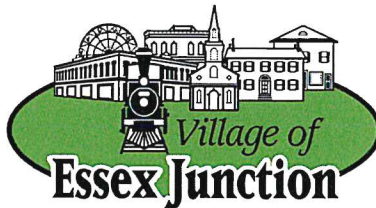
I acknowledge that I have received, read and understand the Village of Essex Junction Ethics Policy (dated 6/8/10) and Article 1 of the General Rules and Personnel Regulations (dated 2/27/18).

I further understand that the General Rules and Personnel Regulations, as well as the Ethics Policy, are subject to change at any time by a majority vote of the Village Trustees.

Signature: _____

Print Name: _____

Date: _____



MEMORANDUM

TO: Essex Junction Trustees and Evan Teich, Unified Municipal Manager
FROM: James Jutras, Water Quality Superintendent
cc: Sarah Macy, Assistant Manager, Finance Director
Gregory Duggan, Deputy Manager
DATE: April 17, 2019
SUBJECT: Land Application of Biosolids at the Whitcomb Farm (North Williston Cattle Co.)

Issue: Whether to enter into a contract for land application of treated wastewater sludge (biosolids) at the Whitcomb Farm.

Discussion: The wastewater treatment facility treats approximately 700 Million Gallons of water annually. This water quality effort generates 3 million gallons of liquid sludge. We anaerobically digest this sludge and create a regulated Class B material that meets and exceeds standards for recycling to the environment as a fertilizer for animal feed crops. The Whitcomb family has been a partner in this recycling effort for many years now.

In most recent years, we managed the program through Casella Organics by contract with the Chittenden Solid Waste District (CSWD). The Trustees approved an updated contract and participation agreement with CSWD at their February 26, 2019 meeting. This new agreement removes the land application program from the CSWD negotiated contract.

The facility proposes to work directly with the Whitcombs for the land application of biosolids. We will use the farm agronomist to act as a third party. The third party ensures compliance with the farm required agricultural practices, Essex Jct permits, and Lake Champlain Phosphorus TMDL requirements. The fees for the soil agronomist and program oversight will be paid for directly by the Whitcombs out of the fees that we pay per gallon applied to the land.

A signed landowner agreement is required by the state to process the transfer of permit that the trustees approved in February. Our current land application agreement is at \$0.08 per gallon. We propose to increase the fee to \$0.10 per gallon in the new agreement. This increase represents inflationary costs since the prior agreement was enacted circa 2011. It also includes the overhead and permit compliance oversight mentioned earlier. All other fees are paid for by the facility as has been the practice in past contractual arrangements.

Costs: \$0.10 per gallon applied. Total annual gallons applied varies but is estimated at 1,500,000 gallons annually.

Recommendation: It is recommended that the Trustees: authorize the Unified Manager to sign the contract for land application of biosolids with the North Williston Cattle Company, pending final legal review.

AGREEMENT FOR LIQUID SLUDGE MANAGEMENT IN PLACE OF DEWATERING

THIS AGREEMENT FOR LIQUID SLUDGE MANAGEMENT IN PLACE OF DEWATERING (hereinafter the Agreement) is made this ____th day of April, 2019, by and between VILLAGE OF ESSEX JUNCTION, a Vermont municipality located in Chittenden County, Vermont (Village) and the North Williston Cattle Co., Inc. dba WHITCOMB FARM, located in Chittenden County, Vermont (hereinafter collectively referred to as the "Parties").

WITNESSETH:

WHEREAS, Village owns and operates a wastewater treatment facility ("Facility") which annually generates approximately 3,000,000 gallons of liquid biosolid residuals at varying solids concentration;

WHEREAS, the Village of Essex Junction will obtain a permit previously held by Casella Organics for the land application of biosolids to permitted farm land (the "Permit");

WHEREAS, WHITCOMB Farm owns farmland which is certified for receipt of biosolids for recycling as fertilizer under Solid Waste ID 3 SW-265 on specific fields identified in the Land Application Certificate held by the Village, and

WHEREAS, Whitcomb Farm is willing to receive liquid, certified biosolids from the Village for subsurface injection as long as the biosolids meet standards and the farm fields have capacity available for management of the biosolids; and

WHEREAS, This Agreement between the Village and Whitcomb Farm is intended to partially replace dewatering with land application of biosolids while still utilizing biosolids as fertilizer at the Whitcomb Farm upon the terms and conditions set forth here and in operating permits.

NOW, THEREFORE, in consideration of these mutual promises and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto covenant and agree as follows:

1. The Village will pay Whitcomb Farm \$0.10 per gallon of liquid biosolids managed by the Village at the Whitcomb Farm in lieu of dewatering. The Village estimates but does not guarantee an annual estimated volume of approximately 1,500,000 gallons.

Whitcomb Farm shall grant the Village reasonable access to its records to enable the Village to verify Whitcomb Farm's compliance with this Agreement. Likewise, the Village shall grant access to its Permit compliance records for the Whitcomb Farms review upon written request.

Upon Invoice by Whitcomb Farm, the Village will provide payment net thirty (30) days from the date of invoice. Whitcomb Farm shall have the right to discontinue the acceptance of liquid sludge, without penalty, if the Village's account becomes ninety (90) days past due.

The Village shall coordinate the annual spring and fall application of liquid biosolids to meet the objectives of the Village and Whitcomb Farm. Parties understand that schedules may be complicated by permit compliance matters by the Facility as well as weather conditions, harvest schedule, site conditions and other undefined circumstances that may occur During normal farm operations.

2. The Parties agree that pursuant to this Agreement each shall have the following obligations:

Whitcomb Farm shall:

- a. Pick up liquid biosolids when notified at the facility and inject them according to the permit and application rate calculator results;
- b. Post the Land as required by the permit conditions (as amended);
- c. Release, indemnify and hold the Village harmless for any and all possible claims, costs or damages of or related to the injection of biosolids on the site, including possible contamination;
- d. Maintain general liability insurance or the equivalent with policy limits equivalent to those maintained by Village and name the Village as an additional insured on any such policy. Whitcomb Farm shall provide proof of such insurance at least annually to the Village;
- e. Follow the Vermont Required Agricultural Practices and Nutrient Management plan requirements for all fields where injection of biosolids has occurred. Whitcomb Farm shall also include the Village on any RAP reporting;
- f. Perform all field soil and groundwater testing in compliance with the permit;
- g. Maintain all training of tractor operators for compliance with the land;
- h. Pay for labor needed for application rate calculation, soil and groundwater sampling and other farm based data collection;
- i. Maintain application and nutrient application certification requirements;
- j. Apply biosolids during weekdays unless agreed otherwise agreed;
- k. Maintain application log records for reconciling with the Village records;
- l. Provide required farm post permit closure requirements for crop management and public access;
- m. Maintain rights to any and all research work performed on the farm property;
- n. Pay any third party fees not addressed by this Agreement including but not limited to lime application, supplemental nutrients;
- o. Report immediately any noncompliance notifications to the Village for ANR reporting in compliance with the permit; and
- p. Develop a spill reporting and management plan with the Village.

The Village shall:

- a. Maintain general liability insurance with policy limits equivalent to those maintained by the Whitcomb Farm and provide a certificate of said insurance. The Village shall name the Whitcomb Farm as an additional insured and designate the Whitcomb Farm as a party to be given notice of termination of said insurance;
- b. Maintain application log records for reconciling with the Whitcomb Farm records.
- c. Pay all costs associated with monitoring in order to maintain permit compliance, including costs of gathering samples of soil, groundwater, plant tissue, and also costs associated with post closure monitoring;
- d. Pay the costs and fees associated with the operating permit;
- e. Pay any costs of installation or replacement of groundwater monitoring wells;
- f. Pay for any costs associated with permit closure;
- g. Be responsible to report to ANR any information or data necessary to be in compliance with the relevant permits. The Village shall copy Whitcomb Farm on any reporting;
- h. Report any noncompliance events to ANR;
- i. Develop a spill reporting and management plan in conjunction with the Whitcomb Farm;
- j. Comply with any post closure compliance requirements contained in the permit.

Whitcomb Farm agrees to comply with any and all permits and operating agreements applicable to the subsurface injection and application of liquid biosolids and to release, indemnify and hold the Village harmless for its failure to comply.

The Village, through the Chittenden Solid Waste District, will maintain a contingency plan for disposal of cake biosolids in the event Whitcomb Farm and the Liquid Spreading Equipment are unavailable for application of liquid biosolids. The Village agrees to provide to Whitcomb Farm Permit compliance information or documents in its possession or control and provide access to Permit compliance information or documents in the possession of third parties to the extent permissible.

This Agreement commences on the date of signature of the last party signing and shall be in effect until the expiration date of the solid waste certification issued to The Village of Essex Junction (Month __, 20__).

This Agreement is renewable at any time prior to the written expiration date upon written consent of the Village and Whitcomb Farm. Whitcomb Farm is under no obligation to renew this Agreement and may decide not to renew the Agreement for any reason.

Billing volume of liquid waste delivered to the Whitcomb Farm shall be calculated on a gallons per load basis with each load being specific gallons determined at the time of each application operation. The tank volume will be calibrated prior to each application cycle and observed by both parties.

This Agreement does not obligate the Village to deliver any or all sludge from its wastewater facility to the Whitcomb Farm.

This Agreement contains the entire agreement between the parties relating to the subject matter set forth herein and may be amended in part or in whole at any time with the written agreement of both parties.

Dated at Essex Junction, Vermont, this ____ Day of April, 2019

Memorandum

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

From: Greg Duggan, Deputy Manager *GSD*

Re: Appointing members to the Joint Governance Subcommittee

Date: April 11, 2019

Issue

The issue is whether the Trustees/Selectboard will appoint two members to the Joint Governance Subcommittee.

Discussion

The Trustees and Selectboard agreed to have a joint Governance Subcommittee continue to focus on issues of governance between the Village of Essex Junction and Town of Essex. The boards each need to appoint two new members to serve on the Governance Subcommittee.

Cost

None.

Recommendation

It is recommended that the Trustees/Selectboard appoint two members to serve on the Joint Governance Subcommittee.

Memorandum

To: Trustees; Evan Teich, Unified Manager
From: Sarah Macy, Finance Director/Assistant Manager
Re: Sale of Village Fire Department Truck to Town
Date: April 23, 2019



Issue

The issue is to inform the Trustees that instead of the Essex Junction Fire Department trading a vehicle to the dealer the Town will be purchasing it for the trade in value to be used by the new buildings manager.

Discussion

As part of the FY19 Village Rolling Stock program, the Essex Junction Fire Department (EJFD) is replacing its 2004 GMC Pick-up Truck with a 2019 Ford F-150 Police Responder XL Supercrew.

After consultation with the EJFD and the Essex Town Public Works Department, the 2004 GMC would be an ideal fit as a vehicle for the part time buildings manager who will be hired after July 1, 2019.

In the normal course of things, EJFD would have traded the 2004 GMC in for a credit toward the purchase of the new truck. The dealership quoted \$3,500 - \$4,000 as a trade in value. Instead of trading the 2004 GMC to the dealer, the Town will purchase it for \$4,000, the upper end of the trade in range.

Cost

There is no cost to the Village for this transaction. The Town will be paying the Village \$4,000 for the truck.

Recommendation

Informational only, no action necessary.

Memorandum

To: Board of Trustees; Evan Teich, Unified Manager

Cc: Rick Garey, Police Chief; Chris Gaboriault, Fire Chief; Rick Jones, Public Works Superintendent; Jim Jutras, Water Quality Superintendent

From: Greg Duggan, Deputy Manager GSD

Re: Adoption of 2019 Local Emergency Operations Plan

Date: April 12, 2019

Issue

The issue is whether the Trustees will adopt the 2019 Local Emergency Operations Plan and authorize the chair to sign the plan.

Discussion

The Village needs adopt a local emergency operations plan prior to May 1 each year. The plan has been updated by the Police Chief.

The plan is a prerequisite for applying for certain types of grants, and is one of the requirements for receiving maximum reimbursement from the State and FEMA in the event of damage in the community from a declared disaster.

Because it contains confidential information about security, the plan is only included in the Trustees' confidential folder.

Cost

None.

Recommendation

It is recommended that the Trustees adopt the 2019 Local Emergency Operations Plan and authorize the chair to sign the plan.



TO: Village Trustees and Evan Teich, Unified Manager
FROM: Nick Meyer, Chair of Tree Advisory Committee
Darby Mayville, Community Relations Assistant
DATE: April 23, 2019
RE: Village Awarded Tree City USA Status

Issue

The Village of Essex Junction has been awarded Tree City USA status for the fourth year in a row.

Discussion

The Village of Essex Junction has been named a Tree City USA by the Arbor Day Foundation in honor of our commitment to effective urban forest management. 2019 is the fourth consecutive year the Village has received this award.

The Tree City USA program is sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters. Essex Junction achieved Tree City USA recognition by meeting the program's four requirements: a tree board or department, a tree-care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation.

The Tree Advisory Committee has prepared the following statement to use in a formal press release, pending Trustees approval:

"The Village of Essex Junction is proud of its Tree City USA designation for the 4th straight year. It attributes that success to the unwavering stewardship of the Essex Junction Tree Committee, the dedicated Village Public Works Department and the support of the Village Trustees. The Village would not be the exceptional community it is without its trees and their many contributions to improving the streetscape and environment."

Cost

None at this time.

Recommendation

It is recommended that the Trustees approve the following press release statement: "The Village of Essex Junction is proud of its Tree City USA designation for the 4th straight year. It attributes that success to the unwavering stewardship of the Essex Junction Tree Committee, the dedicated Village Public Works Department and the support of the Village Trustees. The Village would not be the exceptional community it is without its trees and their many contributions to improving the streetscape and environment."

**APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT
FLAGS IN THE VILLAGE OF ESSEX JUNCTION**

Please Print

Applicant=s Name: Lisa Simon

Organization: KidSafe Collaborative

Tax Exempt #: 03-0303867 Non-Profit: X Yes No

Address: 45 Kilburn Street, Burlington VT 05401

Phone: 802 863-9626 Email: kidsafe@kidsafevt.org

Application for: Street Banner X Gas Lamp Banners Event Flags

Message and dimensions: KidSafe Community Yard Sale August 10-11

Champlain Valley Expo 30 feet by 3 feet

Locations you would like the event flags displayed: NA

I certify that the above-described banner(s) or event flags have been constructed in accordance with the specifications noted.

Signed:  Date: 4/8/19

Please return completed application to the Manager, Village of Essex Junction,
2 Lincoln Street, Essex Junction, VT 05452.

OFFICE USE ONLY

Insurance Certificate received: Yes No (will send in July)
Liability Waiver received: X Yes No Waiver signed: Yes X No
\$250 fee received: ck# 996273 X Yes No
Application complete: X Yes No

Trustees= approval (date):

LIABILITY WAIVER

The Village of Essex Junction has agreed to hang a banner(s) or event flags for (print organization name) KidSafe Collaborative, hereinafter known as "Owner.@"

To the extent permitted by law, the "Owner@" agrees to indemnify and hold harmless the Village of Essex Junction and its subsidiaries, its agents, employees or any other persons against loss or expense including attorney=s fees, by reason of the liability imposed by law upon the Village except in cases of the Village=s sole negligence, for damage because of bodily injury including death at any time resulting therefrom, sustained by any person or persons, or on account of damaged property arising out of the hung banner or in consequence of the performance of hanging the banner, whether such injuries to persons or damage to property are due, or claim to be due, to any passive negligence of the Village employees or agents or any other person.

This indemnification and hold harmless agreement shall be insured by liability insurance naming the Village as an additional insured in the "Owner=s@ policy, and a certificate of insurance must be provided prior to hanging the banner(s) or event flags.

Event: KidSafe Collaborative Annual Yard Sale

The banner(s)/event flags will be hung from 7/28/19 to 8/11/19
date date

OWNER=S ACKNOWLEDGMENT:

By:  Date: 4/8/19

VILLAGE OF ESSEX JUNCTION ACKNOWLEDGMENT:

By: _____ Date: _____



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

2 Lincoln Street
Essex Junction, VT 05452
Tuesday, March 26, 2019
6:30 PM

E-mail: manager@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6944

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. Grant application for Class 2 Paving Grant—Aaron Martin
 - b. Memo and attachment re: new municipal website
 - c. Transition to paperless invoicing—Sarah Macy
6. **CONSENT ITEMS**
 - a. Approval of minutes: March 12, 2019—Special Meeting; March 12, 2019—Regular Meeting
 - b. Check Warrants #17138—03/15/19; #17139—03/22/19
 - c. Approve Banner Application for 2019 Vermont Quilt Festival
 - d. Approve 2019 Champlain Valley Exposition Banner Applications
7. **READING FILE**
 - a. Board Member Comments
 - b. Email from Lawrence Sudbay re: Amtrak Plans
 - c. Joint Safety Committee Policy with edits
 - d. Email and attachment from Dennis Lutz re: FEMA Discovery Meeting and Questionnaire
 - e. Email from Kaitlin Hayes re: resignation from Planning Commission
 - f. Upcoming meeting schedule
8. **EXECUTIVE SESSION**
 - a. An executive session is expected for discussion of a real estate issue
9. **ADJOURN**

This agenda is available in alternative formats upon request. Meetings of the Trustees, like all programs and activities of the Village of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the Unified Manager's office at 878-6944.

Certification: 03/22/2019
Date Posted

AMitchell
Initials

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
March 26, 2019**

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

ADMINISTRATION: Evan Teich, Unified Manager; Greg Duggan, Deputy Town Manager; Rick Jones, Public Works Superintendent; Sarah Macy, Finance Director/ Assistant Village Manager; Tammy Getchell, Assistant to the Manager; Aaron Martin, Utilities Director/ Town Engineer; Robin Pierce, Village Community Development Director; Rob Paluba, IT Director

OTHERS PRESENT: Irene Wrenner; Paul Hansen

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

Village President George Tyler called the meeting to order at 6:30 PM and led the assemblage in the Pledge of Allegiance.

2. **AGENDA ADDITIONS/ CHANGES**

Mr. Teich provided two documents to add to the Reading file: a resident email regarding the website, to be added as item 7g, and an update from the Essex Area Senior Center (EASC) to be added as item 7h.

3. **APPROVE AGENDA**

MOTION by Dan Kerin, SECOND by Andrew Brown, to approve the agenda, as amended.

Voting: 4-0; motion carried. Lori Houghton not yet in attendance.

4. **PUBLIC TO BE HEARD**

a. Comments from public on items not on the agenda.

There were no comments from the public

5. **BUSINESS ITEMS**

a. Grant Application for Class 2 Paving Grant- Aaron Martin

Mr. Martin provided an overview of Public Works' grant application to the 2020 Town Highway Paving Grant program from the Vermont Agency of Transportation (VTRANS). This grant would be used to offset the construction costs associated with repair and overlay of a 5,333-foot long continuous section of West Street, between the intersection with South Street and the West Street Extension. Mr. Martin explained that West and South streets are heavily traveled and have endured heavy wear and tear. He provided an overview of the costs associated with the project, with grant funds covering \$175,000 of the \$328,800 project. He said that the department has a good track record with securing this grant. Once the application is submitted, they should know of the award within a month.

Mr. Tyler wondered what would happen if the grant does not come through, and if there is funding already in the capital budget for this project. Mr. Martin explained that although this project was not originally lined up for this year, it has become urgent. If the grant does not come through the project would need to be significantly downsized. Mr. Brown pointed out that if the state passes legislation for increased funding for roads, this is the type of project that would benefit.

MOTION by George Tyler, SECOND by Lori Houghton, that the Trustees support the staff's application for the Town Highway Paving Grant funds. Voting: unanimous (5-0); motion carried

b. Memo and Attachment re: New Municipal Website

Mr. Duggan and Mr. Paluba presented an overview of steps taken toward the launch of a new municipal website. They talked about the goal of improving community-wide communications, customer service and staff efficiency related to IT and communications. Mr. Duggan said the website would implement one landing page with a shared theme/ branding look. He described improved customer service by utilizing one search bar to search all departments. Mr. Duggan described staff efficiencies related to increased ease of use when posting information. He acknowledged that, in retrospect, staff should have met with the Trustees and Selectboard prior to signing a contract with CivicPlus to design and host the site, but the arrangement was made in the interest of progressing the communications plan at a time when other topics were taking up the bulk of the Trustees and Selectboard meetings. He said next steps for the project include attending the Joint meeting of the Trustees and Selectboard on April 9th, reviewing survey responses and beginning more in-depth design discussions.

The Trustees all expressed concern with the way the website redesign transpired. They thought the change was happening too fast, without enough opportunity for them to be involved. The Trustees described their satisfaction with the current Village of Essex Junction website and talked about having put careful thought into its design and functionality. Mr. Tyler pointed out that the Trustees prefer to prioritize local contracts. Ms. Houghton said that rolling out a new website would suggest the two municipalities are one already, although full consolidation has not come to fruition yet. Mr. Kerin agreed and predicted that it may lead to confusion on the part of the residents. Mr. Tyler talked about the cultural differences between the two municipalities, stressing that Trustees need to be more involved with processes related to making big changes. Ms. Houghton wondered if the Town of Essex could move the new website forward without the Village of Essex Junction.

In terms of the new website goals and functionality, the Trustees acknowledged the value of improved customer service, reduced IT time, and effective web support. Mr. Brown wondered what would happen to the shared website if consolidation does not take place. Mr. Paluba explained that the CivicPlus contract includes a condition that the group could do a complete redesign in four years at no additional cost. Mr. Teich talked about the staff's perspective that managing multiple sites is a challenge. He encouraged the shared website option because it would be easier to navigate, easier to update and easier to target messaging through. Ms. Haney wanted to know what would need to be done if the two municipalities were to move forward separately. Mr. Duggan said that they would need to know very soon because this would affect the architecture of the website redesign.

Paul Hansen addressed the Trustees to express his continued interest in working with the municipalities as they proceed with website planning. Mr. Hansen is the owner of Ecopixel, the Essex-based company that designed and helps maintain the current website for the Village of Essex Junction.

c. Transition to paperless invoicing- Sarah Macy

Ms. Macy presented the issue of staff needing to adopt a more efficient system for processing invoices. She walked the Trustees through a flow chart of steps staff go through to process each invoice for payment, noting that, on average, they process 12,500 external invoices annually. Current invoice processing steps are manual and include making multiple copies of invoices; driving paperwork between offices to stamp, verify and sign; conducting duplicate steps in multiple

offices and relying on paper storage. Ms. Macy presented an overview of efficiencies possible by using ReadSoft, an online program, to support invoice processing. By uploading invoices to this program, half of the steps currently required to process them would be eliminated. ReadSoft would identify all pertinent information, then automatically email individuals who need to view, approve and verify the invoice. Once approved, invoice data exports directly into the NERMC accounting system and checks would be cut weekly. Auditors, then, will be able to pull invoices for testing remotely.

Ms. Macy discussed the cost of ReadSoft, about \$6,500 annually, based on the number of invoices processed. She explained that she is very familiar with the system, having rolled it out in another municipality within her career. She has sent videos of about the software's functionality to Essex Town and Essex Junction staff and they have been overwhelmingly positive in their response.

Mr. Tyler wondered if the online service would compromise security and Ms. Macy reassured him that Mr. Paluba and she do not see any security problems. Ms. Haney clarified that Ms. Macy hopes to implement the system in FYE20. The Trustees commended Ms. Macy for her insight, enthusiasm and outstanding vision for efficient work strategies.

6. CONSENT ITEMS

MOTION by Andrew Brown, SECOND by Lori Houghton, to approve the consent agenda:

- a. Approval of minutes: March 12, 2019—Special Meeting; March 12, 2019—Regular Meeting
- b. Check Warrants #17138—03/15/19; #17139—03/22/19
- c. Approve Banner Application for 2019 Vermont Quilt Festival
- d. Approve 2019 Champlain Valley Exposition Banner Applications

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

7. READING FILE

a. Board Member Comments

Mr. Tyler invited Mr. Teich to share a manager's report. Mr. Teich discussed Essex Area Senior Center (EASC) updates, noting that Nicole Mone-St. Marthe is serving as the Interim Director, while the search continues for a new Director. He talked about the improvements made to the EASC senior van deployment room, their newly-organized storage room and the move to re-establish committee-led efforts. He also noted that Ms. Macy will be coaching them on how to read and manage their budget.

Ms. Houghton shared that the house passed a bill to move forward with commuter rail plans. The bill is now in the senate for consideration.

In response to residents' concerns about the wear and tear of the municipality's infrastructure, Mr. Brown wondered if the Trustees would consider a drastic increase to the Capital Plan. He suggested they consider a contribution of \$1 million per year (an increase of \$242,000) or taking out a bond for expenses related to the full rebuild of some roads and aging infrastructure. Mr. Kerin was opposed to raising the tax rate by 20% and Ms. Macy explained that the municipality would pay \$420,000 in interest on a 20 year \$1.4 million bond at current rates. Mr. Tyler discussed the benefit of establishing a local option tax. Ms. Haney, Mr. Tyler and Mr. Kerin discussed conducting a straw poll on the issue at the Village Meeting, and surveying residents on the website.

- b. Email from Lawrence Sudbay re: Amtrak Plans
- c. Joint Safety Committee Policy with edits

- d. Email and attachment from Dennis Lutz re: FEMA Discovery Meeting and Questionnaire
- e. Email from Kaitlin Hayes re: resignation from Planning Commission
- f. **Upcoming meeting schedule**

Ms. Haney extended her gratitude to Ms. Getchell for the new, color-coded version of the calendar.

- g. Email from Jess Wisloski re: website suggestions
- h. EASC Updates from Nicole Mone-St.Marthe

8. **EXECUTIVE SESSION**

- a. An executive session is expected for discussion of a real estate issue

MOTION by George Tyler, SECOND by Andrew Brown, that the Trustees enter into executive session for the negotiating or securing of real estate purchase or lease options pursuant to 1 V.S.A. § 313 (a)(2) and to include the Unified Manager, Assistant Manager, and Community Development Director. Voting: unanimous (5-0); motion carried at 8:01pm

MOTION by _____, SECOND by _____, that the Trustees exit executive session. Voting: unanimous (5-0); motion carried at _____pm

9. **ADJOURN**

MOTION by _____, SECOND by _____, to adjourn the meeting. Voting: unanimous (5-0); motion carried.

The meeting Adjourned at 8:28 pm

Respectfully Submitted,
Cathy Ainsworth

VILLAGE OF ESSEX JUNCTION ANNUAL MEETING MINUTES (DRAFT)

**Essex Community Educational Center
Wednesday April 4, 2019**

ESSEX JUNCTION BOARD OF TRUSTEES: George Tyler (Village President), Andrew Brown, Lori Houghton, Dan Kerin

STAFF PRESENT: Evan Teich, Unified Manager; Greg Duggan, Deputy Town Manager; Sarah Macy, Finance Director/ Assistant Village Manager; Tammy Getchell, Assistant to the Manager; Susan McNamara- Hill, Clerk; Chris Gaboriault, Fire Chief; Brad Luck, Recreation and Parks Director; Jim Jutras, Water Quality Superintendent; Rick Jones, Highway Superintendent; Wendy Hysko, Library Director

PUBLIC COMMENTORS: Kelly Adams; Sue Armond; Dorothy Bergendahl; Laura Buermann; Scott Freedman; Steven Gragg; Sue McCormick; Nick Meyer; Greg Morgan; Tim Miller; Bob O'Neil; Andy Paloukos; Mike Plageman; Cecilia Polansky; Brian Sheldon; Eve Stern; Mike Sullivan; Robert Walsh; Alison Wermer; John Wermer

MODERATOR: Steve Eustis

Moderator Steve Eustis led the assemblage in reciting the Pledge of Allegiance at 7:07 p.m., then introduced the Essex High School Chamber Choir, who performed the National Anthem and Vermont's state song, These Green Mountains.

Mr. Eustis invited the Village Trustees' President George Tyler to the podium. Mr. Tyler introduced Essex staff and Trustees who were seated at the head table, staff assembled in the auditorium, as well as Christine Packard, Chair of the Brownell Library Board; Dylan Giambatista, Essex Junction Representative; Amber Thibeault and Raj Chawla, candidates for the Board of Trustees; Andy Watts, of the Town Selectboard; and Elaine Haney, former Village Trustee and current Essex Selectboard Chair.

Ms. Haney said farewell statements as she ends her service as an Essex Junction Trustee. She explained stepping down from the Board of Trustees to focus on her recent appointment as Chair of the Town of Essex Selectboard. She thanked the residents for the opportunity to have served as a Trustee, and thanked the board members for their collegiality. She pledged her continued support of the Village, as Selectboard president.

Mr. Tyler recognized former Selectboard Chair Mr. Levy for his service in this role.

Mr. Eustis explained the Robert's Rules of Order for the meeting and requested that individuals with comments use the microphones and state their names for the record. The public had no questions regarding the general rules of this meeting.

At 7:23 pm Mr. Eustis called the meeting to order and read Article 1.

ARTICLE 1: Shall the voters act upon the report of the auditor?

MICHAEL PLAGEMAN made a motion, and BOB O'NEIL seconded, to approve Article 1.

Mr. Eustis opened public discussion on Article 1. Hearing no comments, he called a voice vote to accept the Article.

The motion passed unanimously; ARTICLE 1 ADOPTED.

Mr. Eustis read Article 2:

ARTICLE 2: Shall the voters approve an annual General Fund Budget in the amount of \$5,164,913 for fiscal year July 1, 2019 to June 30, 2020, \$3,556,422 of which is to be levied in taxes against the Village Grand List?

BOB O'NEIL made a motion, and ALISON WERMER seconded, to approve Article 2.

Mr. Eustis invited Mr. Tyler to the podium to share a budget overview:

- Mr. Tyler explained that, in crafting the Village of Essex Junction (Village) budget, the Trustees and staff considered how to bolster spending on capital projects (i.e. road paving), with a tolerable tax rate increase, while continuing to integrate Village and Town budgets. He pointed out that the Village's general fund increased by 4.24% and the tax appropriation increased by 2.81%. He provided a summary of budget increases, with salaries, benefits and capital spending as major drivers. Mr. Tyler shared a pie chart of total distribution of local property taxes from the schools (\$4,301), the Village of Essex junction (\$895) and the Town of Essex (\$1,442) on an average assessed home with the value of \$280,000. He also discussed a pie chart of how the Village of Essex Junction invests the \$895 raised by taxes into services delivered by the municipality. Mr. Tyler discussed the savings being found through consolidation and provided an overview of funding used in self-supporting projects (enterprise funds), such as the wastewater treatment plant, water, sanitation and recreation.

Mr. Eustis opened public comment on Article 2:

- Steven Gragg spoke about wanting future services in Essex Village to remain high quality. He expressed concern that the Village ends up at a disadvantage, even though they pay a premium for services, when Trustees discuss sharing and integrating funds between the Village and Essex Town. Mr. Tyler explained efficiencies created through staff-sharing and continued Village oversight of the Public Works budget and projects even though it is integrated with the town. Mr. Teich explained that the goal of ongoing discussions and planning is to maintain high level, coordinated services, not decrease quality.
- Tim Miller commented that the Essex Junction Recreation and Parks discussion about offering resident fees to non-residents seems misguided. Mr. Brown said that the 2020 budget does not assume that non-residents will pay resident fees. Joint meetings of the Trustees and Selectboard will be addressing this topic.

Hearing no other comments on Article 2, Mr. Eustis called a voice vote to accept the article.

The motion passed unanimously; ARTICLE 2 ADOPTED.

Mr. Eustis read Article 3:

ARTICLE 3: Shall the voters approve holding the 2020 Annual Meeting on Wednesday, April 1, 2020 to act upon any articles not involving voting by Australian ballot and to reconvene on Tuesday, April 14, 2020 to vote for the Village officers and transact any businesses involving voting by Australian ballot?

BOB O'NEIL made a motion, and ALISON WERMER seconded, to approve Article 3.

Mr. Eustis opened public discussion on Article 3. Hearing no comments, he called a voice vote to accept the article.

The motion passed unanimously; ARTICLE 3 ADOPTED.

Mr. Eustis read Article 4 and explained that no binding actions could be taken under this article. He also pointed out that Ballot Items in Article 5 will be voted on in polling locations.

ARTICLE 4: To transact any other business that may lawfully come before the meeting?

- Mr. Tyler requested, on behalf of the Library, that residents fill out and return a survey that will be used to help plan for the future of the library. He also announced, on behalf of Mr. Jutras, to take some free doggy bags from the hallway display table.
- Ms. Houghton addressed the assemblage in farewell because she did not seek re-election this year, after 8 years of service as a Trustee. She thanked the community, fellow Trustees and the staff for the opportunity to serve. She pledged her continued work on behalf of Essex, serving as a State Representative and received a standing ovation from those in attendance.
- Mr. Brown invited the community to consider moving in a new direction to fix Village infrastructure, including roads. He referenced a General Fund Capital Reserve Plan document to highlight a list of future projects in the amount of \$11,217,525. With the current funding formula, these projects will not begin until FYE26 and not be complete until FYE32. He showed slides about what has been done to strengthen capital project planning and funding; current projections and alternate options for decreasing the timeline for infrastructure improvements. He specifically discussed the options of taking out a bond, boosting the capital transfer and implementing a local option tax (LOT). He pointed out that of all three options, the LOT could be raised without increasing property taxes. He then invited questions or discussion prior to conducting a straw poll to determine which options voters may support.
 - Alison Wermer pointed out that, with a local options tax, 69% would be used locally, after the State of Vermont took a cut, and she wondered what part of this 69% would be used for Village projects vs. Town of Essex projects. Mr. Brown said this would still need to be determined.
 - Kelly Adams clarified, for the straw poll, that a person could vote for one or more than one of the options.
 - John Wermer pointed out that the Village should consider looking at how large events, like the Champlain Valley Exposition (CVE), operate to determine how they are taxed. Mr. Brown noted that a LOT Rooms and Meals tax would apply to food at the fair, but ticket sales are a question. Mr. Brown also clarified, by request of Mr. Wermer, that the Village did not consider a specific-purchase LOT for items such as sugary drinks, etc.
 - Cecilia Polansky thought the Village should consider thoughtfully planning and finding funds in General Fund revenues to be used for infrastructure. She pointed out that the General Fund has increased by \$1 million since 2016, including regular raises and great retirement benefits to staff but, by comparison, residents do not necessarily experience this.
 - Scott Freedman advocated for the LOT, noting that all the surrounding communities are already doing this and it seems that Essex is leaving money on the table by not as well.

- Andy Paloubus asked for clarification on a slide that stated \$1,326,952 could have been raised by a 1% Meals & rooms and Sales & Use tax in 2018. He wondered how this was calculated. Mr. Brown clarified that the figure was based on relevant sales reported to the State of Vermont from any business that identified as operating in the Town of Essex or Village of Essex Junction.
- Greg Morgan wondered how much money a LOT on Vermont's retail sale of cannabis would add to revenue that could be collected. Mr. Teich said the projections do not consider this because sales projections are uncertain. Mr. Morgan hopes that, in the future, Essex can tax what is grown and shipped out of the community.
- Robert Walsh wondered if there was a dollar amount paid per resident if a LOT were implemented and wondered what the disadvantage of a LOT would be. Mr. Brown explained that the Department of Taxes does not keep track of who is buying goods so this number is not available. Mr. Teich mentioned a risk that people choose to shop elsewhere, where there is no tax, but because other communities are already taxing, this is unlikely.
- Eden Stern said that she once lived where there was a LOT, and it did not sway shoppers away. She advocated for the LOT because anyone who is spending money in the Village or Town, not just residents, would help generate revenue.
- Nick Meyer encouraged the Trustees to consider if the LOT could be applied to the CVE differently. He wondered if the group's non-profit status should be changed. Mr. Meyer also asked if consolidation with the Town of Essex would affect a bond. Mr. Tyler explained that the costs associated with any bond taken out by the Village would stay with Village taxpayers after a consolidation.
- Laura Buermann requested that the Village Trustees find out what residents of neighboring municipalities think about their LOTs, to help determine how it would benefit Essex.
- Mr. Eustis conducted a Straw Poll of the four options for raising funds for capital projects, to determine popular directions:
 - No taxes- one person raised a hand
 - Taking out a Bond- about 10 % of the room raised their hands
 - Boost Capital Transfer from the budget by \$1 million- less than 10% of the room raised their hands
 - Implement a LOT- more than 90% of the room raised their hands.
- Mike Sullivan asked the Trustees about what may be done to address the conversion of single-family homes, in his neighborhood of Indian Acres, into multi-family homes. He said this is resulting in properties that are in disarray. Mr. Kerin explained that if a home is owner-occupied, renting out space as an accessory apartment is legal and enforcing ordinances about property maintenance may help. Mr. Teich said he could investigate occupant density of properties as well as what could be done if residences are non-owner occupied.
- Nick Meyer suggested that Essex consider implementing a rental registry program, like the ones in Burlington and Winooski, which document fee-based units to conduct safety standards inspections. He said this practice has seen positive results in cleaning up housing stock.

- Cecilia Polansky wondered if the Trustees could find a way to fix up and paint the train station. Mr. Tyler explained that this is a priority and there is a plan to fix it with no money yet found for the project. Ms. Houghton noted that the building is not owned by the Village.
- Mike Plageman encouraged the Trustees not to consider taxing marijuana sales in the community as a revenue source, but to leave legislation of these sales with the State of Vermont.
- Sue McCormack wondered why the Village sidewalks, this year and last year, have been very icy and hard to navigate. Mr. Teich and Mr. Tyler pointed out that the challenges to the sidewalks and roads correlate to extreme snowfall and difficult thaw and freeze temperatures.
- Dorothy Bergendahl, to audience applause, strongly encouraged the Trustees to look at the CVE again and pointed out their increased noise and operations. She also asserted that the Village should hire a new Senior Center Director, noting its 3-month vacancy.
- Mr. Sullivan pointed out that the 4-foot-wide snow plow used on 3-foot sidewalks poses a challenge for homeowners to fix their lawns in the spring.
- Tim Miller said that where he grew up, in New York, residents had to clear their own sidewalks. He encouraged residents of Essex to consider cleaning their own sidewalks because shoveling and taking care of their neighborhood is a good approach, instead of over relying on public works, who are already working constantly and doing an excellent job. He extended a thank you to Rick Jones, with applause from the room, for the great job he is doing and for taking time every spring to help fix people's lawns.
- Steven Gragg wondered, regarding Design 5 Corners planning, whether anyone had considered the sentimental value of the intersection or how emergency vehicle access would change with the redesign ideas. Mr. Tyler explained some of the redesign elements suggested in the engineering study. He said the study showed the overall wait time within the area of the intersection, with the proposed changes, would be down by 50%, and this would improve emergency vehicle access. He also noted that changing the intersection will improve pedestrian safety and that the community's identity could benefit from moving away from being known for its 5-way traffic jam.

Hearing no other comments, Mr. Eustis called a motion to adjourn.

BOB O'NEIL made a motion, and RICHARD SMITH seconded, to adjourn the meeting.

The motion to adjourn passed unanimously at 8:22 p.m.

Respectfully Submitted,

Cathy Ainsworth
Recording Secretary

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Check Warrant Report # 17140 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01(GENERAL FUND) All check #s 03/29/19 To 03/29/19 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14400	ABOVE AND BEYOND	03/15/19 LHBL cleaning 3/3-4/6 3940	210-41940.423 CONTRACT SERVICES	750.00	22051	03/29/19
14400	ABOVE AND BEYOND	03/15/19 LHBL cleaning 3/3-4/6 3940	210-45551.423 CONTRACT SERVICES	2212.75	22051	03/29/19
20440	AINSWORTH CATHY L	03/23/19 AD-VILL TRUSTEE MTG 3/12 20	210-41320.530 COMMUNICATIONS	220.50	22052	03/29/19
42665	AMAZON/SYNCE	02/10/19 EJRP Supplies 021019D	210-45110.340 COMPUTER EXPENSES	899.00	22055	03/29/19
42665	AMAZON/SYNCE	02/10/19 EJRP Supplies 021019D	210-45110.610 SUPPLIES	27.01	22055	03/29/19
07155	AMERICAN ROCK SALT CO LLC	03/05/19 ST-SALT 0604833	210-43125.610 WINTER MAINTENANCE	1783.99	22056	03/29/19
07155	AMERICAN ROCK SALT CO LLC	03/06/19 ST-SALT 0605286	210-43125.610 WINTER MAINTENANCE	3770.53	22056	03/29/19
00530	BRODART CO	03/13/19 BF book B5570174	210-49345.000 LIBRARY DONATION EXPENDIT	15.92	22061	03/29/19
00530	BRODART CO	03/18/19 BL books B5573953	210-45551.640 ADULT COLLECTION-PRINT &	117.37	22061	03/29/19
00530	BRODART CO	03/18/19 BL books B5573953	210-45551.610 SUPPLIES	6.40	22061	03/29/19
00530	BRODART CO	03/18/19 BF Book B5574043	210-49345.000 LIBRARY DONATION EXPENDIT	6.79	22061	03/29/19
00530	BRODART CO	03/18/19 BF book B5574116	210-49345.000 LIBRARY DONATION EXPENDIT	15.91	22061	03/29/19
00530	BRODART CO	03/18/19 BL book B5574347	210-49346.001 ADULT COLLECTION-PRINT &	10.39	22061	03/29/19
00530	BRODART CO	03/20/19 BF books B5577080	210-49345.000 LIBRARY DONATION EXPENDIT	29.64	22061	03/29/19
00530	BRODART CO	03/20/19 BL book B5577153	210-45551.640 ADULT COLLECTION-PRINT &	10.19	22061	03/29/19
00530	BRODART CO	03/20/19 BL book B5577223	210-45551.640 ADULT COLLECTION-PRINT &	14.03	22061	03/29/19
00530	BRODART CO	03/20/19 BL book B5577223	210-45551.610 SUPPLIES	0.80	22061	03/29/19
03000	CARGILL SALT EASTERN INC	03/06/19 ST-SALT 2904649217	210-43125.610 WINTER MAINTENANCE	5040.19	22064	03/29/19
03000	CARGILL SALT EASTERN INC	03/18/19 ST salt 2904669605	210-43125.610 WINTER MAINTENANCE	2319.58	22064	03/29/19
21210	CINTAS LOC # 68M 71 M	03/21/19 ST shop towels 4018591632	210-43110.610 SUPPLIES	82.81	22067	03/29/19
04940	COMCAST	03/12/19 ST tv,internet 0091811 3/19	210-43125.610 WINTER MAINTENANCE	28.68	22070	03/29/19
04940	COMCAST	03/12/19 ST tv,internet 0091811 3/19	210-43110.610 SUPPLIES	172.93	22070	03/29/19
04940	COMCAST	12/27/18 VF Internet 01792101218	210-42220.535 TELEPHONE SERVICES	126.90	22073	03/29/19
17025	COONRADT AMY	03/27/19 CD PC minutes 3/21/19 0001	210-41970.530 COMMUNICATIONS	147.00	22076	03/29/19
38280	CRYSTAL ROCK BOTTLED WATE	03/05/19 Maint Water Cooler 030519D1	210-45220.610 SUPPLIES	15.00	22077	03/29/19

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31275	DON WESTON EXCAVATING INC	03/11/19 ST-LOADER 21745	210-43125.570 CONTRACT SERVICES	997.50	22079	03/29/19
25290	EBS CO SUBSCRIPTION SERVIC	09/28/18 TLBL subscription 10000886231	210-45551.640 ADULT COLLECTION-PRINT &	656.00	22081	03/29/19
25290	EBS CO SUBSCRIPTION SERVIC	01/15/19 BL book discounted 1902445	210-45551.640 ADULT COLLECTION-PRINT &	-17.45	22081	03/29/19
17040	ELDER SERVICES OF BERKSHI	03/22/19 AD-DONATION-TRUSTEES 032219D	210-41320.560 TRUSTEES EXPENDITURES	50.00	22082	03/29/19
19005	FIRSTLIGHT FIBER	03/15/19 ST phone svc 2/15-3/14 5045889	210-43110.535 TELEPHONE SERVICES	35.55	22090	03/29/19
19005	FIRSTLIGHT FIBER	03/15/19 VF Telephone 2/15-3/14 5045906	210-42220.535 TELEPHONE SERVICES	50.64	22091	03/29/19
16000	FISHER AUTO PARTS	03/13/19 ST-FLUID FILM 293241745	210-43110.610 SUPPLIES	19.96	22092	03/29/19
07010	GREEN MOUNTAIN POWER CORP	03/08/19 Park & Maint Power 030819D	210-45220.622 ELECTRICAL SERVICE	215.79	22099	03/29/19
07010	GREEN MOUNTAIN POWER CORP	03/08/19 MSP Admin Bldg Power 030819D1	210-45220.622 ELECTRICAL SERVICE	1496.00	22100	03/29/19
28070	HP FAIRFIELD LLC	03/15/19 ST-TRUCK PARTS 824502	210-43110.432 VEHICLE MAINTENANCE	810.88	22105	03/29/19
45410	J B SIMONS INC	03/01/19 VF uniform hardware 67860	210-42220.612 UNIFORMS,BOOTS,ETC	49.00	22110	03/29/19
17050	LION	03/18/19 VF power cable 30147924	210-42220.570 MAINTENANCE OTHER	71.23	22113	03/29/19
38340	MINUTEMAN TRUCKS INC	01/04/19 VF breather 1201177	210-42220.432 VEHICLE MAINTENANCE	87.54	22117	03/29/19
14585	MUNICIPAL EMERGENCY SERVI	03/14/19 VF SCBA repair IN1320347	210-42220.570 MAINTENANCE OTHER	97.05	22118	03/29/19
05485	NATIONAL BUSINESS LEASING	02/23/19 TVVA Copier leases 62664530	210-45551.423 CONTRACT SERVICES	80.72	22119	03/29/19
05485	NATIONAL BUSINESS LEASING	02/23/19 TVVA Copier leases 62664530	210-45551.423 CONTRACT SERVICES	80.74	22119	03/29/19
05485	NATIONAL BUSINESS LEASING	02/23/19 TVVA Copier leases 62664530	210-43110.442 EQUIPMENT RENTALS	72.59	22119	03/29/19
05485	NATIONAL BUSINESS LEASING	02/23/19 TVVA Copier leases 62664530	210-41320.442 LEASED SERVICES	138.97	22119	03/29/19
05485	NATIONAL BUSINESS LEASING	03/23/19 TVVA copier leases 62958813	210-45551.423 CONTRACT SERVICES	80.72	22119	03/29/19
05485	NATIONAL BUSINESS LEASING	03/23/19 TVVA copier leases 62958813	210-45551.423 CONTRACT SERVICES	80.74	22119	03/29/19
05485	NATIONAL BUSINESS LEASING	03/23/19 TVVA copier leases 62958813	210-43110.442 EQUIPMENT RENTALS	72.59	22119	03/29/19
05485	NATIONAL BUSINESS LEASING	03/23/19 TVVA copier leases 62958813	210-41320.442 LEASED SERVICES	138.97	22119	03/29/19
13475	NEEDHAM ELECTRIC SUPPLY (01/16/19 Replacement Bulbs S5001905	210-45220.610 SUPPLIES	177.83	22120	03/29/19
24100	PERMA-LINE CORP.OF NEW EN	03/18/19 ST signs 173038	210-43110.617 SIGNS AND POSTS	79.75	22124	03/29/19
25140	PIKE INDUSTRIES INC	03/19/19 ST cold patch 1017031	210-43120.610 PAVEMENT MAINTENANCE	961.40	22125	03/29/19

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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
37430	R R CHARLEBOIS INC	03/13/19 ST-SERVICE TRUCK	210-43110.432	393.33	22126	03/29/19
		RC68350	VEHICLE MAINTENANCE			
37430	R R CHARLEBOIS INC	03/20/19 ST service truck	210-43110.432	674.14	22126	03/29/19
		RC68449	VEHICLE MAINTENANCE			
18010	REYNOLDS & SON, INC.	03/08/19 VF battery	210-42220.570	33.56	22129	03/29/19
		3346372	MAINTENANCE OTHER			
18010	REYNOLDS & SON, INC.	03/22/19 VF helmet fronts	210-42220.612	295.12	22129	03/29/19
		3347209	UNIFORMS,BOOTS,ETC			
02050	RON BUSHEY'S SUNOCO	03/14/19 ST transport	210-43110.432	200.00	22131	03/29/19
		31	VEHICLE MAINTENANCE			
02050	RON BUSHEY'S SUNOCO	03/18/19 ST transport	210-43110.432	200.00	22131	03/29/19
		44	VEHICLE MAINTENANCE			
43275	RYCANDON MECHANICAL, INC.	03/11/19 Pk Street Heating Repair	210-45220.434	1350.00	22135	03/29/19
		12565	MAINTENANCE-BUILDINGS/GRO			
43320	SAMMEL SIGN CO	03/20/19 AD annual meeting banners	210-41320.530	45.00	22138	03/29/19
		6463	COMMUNICATIONS			
23855	SOUTHWORTH-MILTON, INC.	03/04/19 VF generator repair	210-42220.578	1109.92	22141	03/29/19
		SCINV382718	EMERGENCY GENERATOR MAINT			
14740	SWISH WHITE RIVER LTD	03/15/19 VF stripping pad	210-42220.434	36.75	22146	03/29/19
		W301398	MAINT. BUILDINGS/GROUNDS			
21000	UNIFIRST CORPORATION	03/20/19 LH-MAT SERVICE	210-41940.434	78.04	22149	03/29/19
		0361932656	MAINT. BUILDINGS/GROUNDS			
21000	UNIFIRST CORPORATION	03/20/19 BL mats	210-45551.423	66.94	22149	03/29/19
		0361932711	CONTRACT SERVICES			
11935	VIKING-CIVES USA	03/07/19 ST-SHEAVE, WIRE, HOSE	210-43110.432	126.02	22152	03/29/19
		4489060	VEHICLE MAINTENANCE			
11935	VIKING-CIVES USA	03/12/19 ST-CAMERA	210-43110.432	104.11	22152	03/29/19
		4489408	VEHICLE MAINTENANCE			
11935	VIKING-CIVES USA	03/18/19 ST parts	210-43110.432	1328.46	22152	03/29/19
		4489543	VEHICLE MAINTENANCE			
22070	VILLAGE COPY & PRINT INC.	03/19/19 AD Village newsletter	210-41320.530	3467.83	22153	03/29/19
		7550	COMMUNICATIONS			
39555	VT PANURGY CORP	03/21/19 FN Excel training CB	210-41320.500	28.75	22159	03/29/19
		20192324	TRAINING, CONFERENCES, DU			
16030	BROWN ELECTRIC	03/14/19 LIGHTS, OUTLETS, THRMSTAT	222-46802.001	810.02	22062	03/29/19
		33726	LINCOLN HALL MAINT			
39005	ENVIRONMENTAL HAZARDS MAN	02/21/19 AD office renovation clea	222-46802.001	229.35	22083	03/29/19
		6925	LINCOLN HALL MAINT			
05485	NATIONAL BUSINESS LEASING	02/23/19 TVVA Copier leases	225-45122.610	94.15	22119	03/29/19
		62664530	OPERATIONAL SUPP/EXP			
05485	NATIONAL BUSINESS LEASING	03/23/19 TVVA copier leases	225-45122.610	94.15	22119	03/29/19
		62958813	OPERATIONAL SUPP/EXP			
25190	A C MOORE ARTS & CRAFTS A	03/21/19 Fleming Supplies	226-45120.610	78.38	22050	03/29/19
		030928	SUPPLIES			
42665	AMAZON/SYNCE	02/10/19 EURP Supplies	226-45120.610	62.62	22055	03/29/19
		021019D	SUPPLIES			
42665	AMAZON/SYNCE	02/10/19 EURP Supplies	226-45120.610	4.96	22055	03/29/19
		021019D	SUPPLIES			
42665	AMAZON/SYNCE	02/10/19 EURP Supplies	226-45121.610	12.92	22055	03/29/19
		021019D	SUPPLIES			

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45121.610 SUPPLIES	18.98	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45120.610 SUPPLIES	60.78	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45120.610 SUPPLIES	28.03	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45120.610 SUPPLIES	26.98	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45121.610 SUPPLIES	13.46	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45115.610 SUPPLIES	45.81	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45120.610 SUPPLIES	6.15	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45120.610 SUPPLIES	17.58	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45120.610 SUPPLIES	11.88	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45120.610 SUPPLIES	52.21	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45120.610 SUPPLIES	10.52	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45120.610 SUPPLIES	27.07	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45120.610 SUPPLIES	34.26	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45121.610 SUPPLIES	24.94	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45121.610 SUPPLIES	10.90	22055	03/29/19
42665	AMAZON/SYNCB	02/10/19 EJRP Supplies 021019D	226-45120.610 SUPPLIES	-62.62	22055	03/29/19
17045	BBA BJ'S BASKETBALL ACADE	03/25/19 Blueprint Bball Reg 032519D	226-45115.330 OTHER PROFESSIONAL SVCS	41377.50	22060	03/29/19
38285	BURLINGTON PARKS & RECREA	02/20/19 5/6 Boys Bball Tourney 022019D	226-45115.330 OTHER PROFESSIONAL SVCS	260.00	22063	03/29/19
44065	COLCHESTER PARKS & RECREA	02/20/19 7/8 Bball Tourney Fees 002 2019	226-45115.330 OTHER PROFESSIONAL SVCS	130.00	22069	03/29/19
20195	GET AIR	03/21/19 VK MSP Field Trip 311771	226-45120.580 TRAVEL	355.00	22095	03/29/19
19470	HAMPTON INN DULLES CASCAD	03/21/19 DC Trip Hotel Rooms 030719D	226-45115.330 OTHER PROFESSIONAL SVCS	14395.12	22102	03/29/19
19300	HARD ROCK CAFE	03/21/19 40700 DC Trip Meal 4/22 032119D	226-45115.330 OTHER PROFESSIONAL SVCS	1237.50	22103	03/29/19
19550	HARRIET'S FAMILY RESTAURA	03/25/19 DC Trip Dinner 4/25/19 032519D	226-45115.330 OTHER PROFESSIONAL SVCS	2160.00	22104	03/29/19
19675	KC CAFE THE KENNEDY CENTE	03/27/19 DC Trip Meal 032719D	226-45115.330 OTHER PROFESSIONAL SVCS	1080.00	22111	03/29/19
05485	NATIONAL BUSINESS LEASING	02/23/19 TVVA Copier leases 62664530	226-45110.442 Equipment Rentals	177.89	22119	03/29/19

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05485	NATIONAL BUSINESS LEASING	03/23/19	TVVA copier leases 62958813	226-45110.442 Equipment Rentals	177.89	22119	03/29/19
19460	OFFICE CATERING	04/24/19	DC Trip Lunch 4/24 144703	226-45115.330 OTHER PROFESSIONAL SVCS	1152.50	22122	03/29/19
24830	REINHART FOODSERVICE	03/20/19	K3 Vac Camp Snack 128127	226-45120.610 SUPPLIES	33.22	22128	03/29/19
24830	REINHART FOODSERVICE	03/25/19	Hia VK Snack 131110	226-45120.610 SUPPLIES	108.86	22128	03/29/19
02940	SOUTH BURLINGTON REC DEPT	02/22/19	5/6 Girls Bball Tourney 222194	226-45115.330 OTHER PROFESSIONAL SVCS	130.00	22140	03/29/19
45825	SPARE TIME	03/22/19	4/5 Vac Camp Field Trip 006212	226-45120.580 TRAVEL	240.00	22142	03/29/19
23495	STUDENT TRANSPORTATION OF	03/25/19	VK Field Trip Busses 70039727	226-45120.580 TRAVEL	311.67	22145	03/29/19
19815	AMAZON CAPITAL SERVICES	03/21/19	IT-VILL TABLET ACCESSORES 1FTVN2MRXYXC	254-43200.610 SUPPLIES	476.91	22054	03/29/19
19815	AMAZON CAPITAL SERVICES	03/20/19	IT-VILLAGE PW MONITORS 1GFJYRXCWXM	254-43200.610 SUPPLIES	291.76	22054	03/29/19
38760	TI-SALES INC	03/13/19	VW-WATER METER INV0102318	254-43330.002 METER REPLACEMENT PROGRAM	957.00	22147	03/29/19
22070	VILLAGE COPY & PRINT INC.	03/20/19	VW door tabs water meter 7551	254-43200.550 PRINTING AND ADVERTISING	158.00	22153	03/29/19
01830	HYDROFLOW USA LLC	03/15/19	WW-4 OF 6 3063	255-43330.014 VPIC HydroFlow Unit	450.00	22106	03/29/19
23980	INTERSTATE ALL BATTERY CE	03/21/19	WW-UPS CPU 903201011101	255-43200.570 MAINTENANCE OTHER	91.80	22108	03/29/19
05485	NATIONAL BUSINESS LEASING	02/23/19	TVVA Copier leases 62664530	255-43200.610 SUPPLIES	80.74	22119	03/29/19
05485	NATIONAL BUSINESS LEASING	03/23/19	TVVA copier leases 62958813	255-43200.610 SUPPLIES	80.74	22119	03/29/19
13620	WATER ENVIRONMENT FEDERAT	03/11/19	WW-WEF RENEWALS 31900611427	255-43200.500 TRAINING, CONFERENCES, DU	625.00	22160	03/29/19
38760	TI-SALES INC	03/13/19	VW-WATER METER INV0102318	256-43330.002 METER REPLACEMENT PROGRAM	1914.00	22147	03/29/19

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For Check Acct 01 (GENERAL FUND) All check #s 03/29/19 To 03/29/19 & Fund 2

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

		Report Total		104113.57		
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Check Warrant Report # 17141 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01(GENERAL FUND) All check #s 04/03/19 To 04/05/19 & Fund 2

Vendor		Invoice	Invoice Description	Amount	Check	Check
		Date	Invoice Number Account		Number	Date
09345	BASIC	04/01/19	AD-APRIL BASIC COBRA INVO 210-41320.210	42.50	22168	04/05/19
			40108623 HEALTH INS & OTHER BENEFI			
00530	BRODART CO	03/21/19	BL-BOOKS 210-45551.640	272.88	22172	04/05/19
			B5578367 ADULT COLLECTION-PRINT &			
00530	BRODART CO	03/21/19	BL-BOOKS 210-45551.610	14.40	22172	04/05/19
			B5578367 SUPPLIES			
00530	BRODART CO	03/21/19	BL-BOOKS 210-45551.640	16.80	22172	04/05/19
			B5578406 ADULT COLLECTION-PRINT &			
00530	BRODART CO	03/21/19	BL-BOOKS 210-45551.610	0.80	22172	04/05/19
			B5578406 SUPPLIES			
26395	CCRPC	02/28/19	CD-DESIGN 5 CRNERS-FEB 19 210-41335.813	543.60	22177	04/05/19
			1902202 MATCHING GRANT FUNDS			
26395	CCRPC	02/28/19	CD-ESSEX JCT PARKNG STUDY 210-41335.813	1357.87	22177	04/05/19
			1902206 MATCHING GRANT FUNDS			
V0461	CENTRAL BEVERAGE	03/30/19	BL-NEWSPAPERS 210-45551.640	359.00	22179	04/05/19
			1232019 ADULT COLLECTION-PRINT &			
23525	CLARK'S TRUCK CENTER INC	03/15/19	ST-LINK 210-43110.432	150.00	22180	04/05/19
			417030 VEHICLE MAINTENANCE			
25715	DONALD L. HAMLIN CONSULT	03/29/19	CD-ENGINEING 2/1-2/28/19 210-15102.000	1430.00	22187	04/05/19
			03291918817 EXCHANGE - ENGI/LEGAL			
25390	FIRST NATIONAL BANK OMAHA	03/19/19	EJRP Credit Card 210-45110.550	27.32	22196	04/05/19
			5750 031919D PRINTING & ADVERTISING			
25390	FIRST NATIONAL BANK OMAHA	03/19/19	EJRP Credit Card 210-45110.550	31.80	22196	04/05/19
			5750 031919D PRINTING & ADVERTISING			
25390	FIRST NATIONAL BANK OMAHA	03/19/19	EJRP Credit Card 210-45110.340	135.00	22196	04/05/19
			5750 031919D COMPUTER EXPENSES			
25390	FIRST NATIONAL BANK OMAHA	03/19/19	EJRP Credit Card 210-45110.340	160.00	22196	04/05/19
			5750 031919D COMPUTER EXPENSES			
25390	FIRST NATIONAL BANK OMAHA	03/19/19	EJRP Credit Card 210-45110.500	54.67	22196	04/05/19
			5750 031919D TRAINING, CONF, DUES			
08475	GREEN MOUNTAIN ELECTRIC S	03/21/19	BL-SUPPLIES 210-45551.610	108.85	22204	04/05/19
			S3291474001 SUPPLIES			
07010	GREEN MOUNTAIN POWER CORP	03/20/19	LH-2/19-3/20/19 SERVICE 210-41940.624	268.92	22206	04/05/19
			032019D PARK ST. ELECTRICITY			
33495	INGRAM LIBRARY SERVICES I	03/27/19	BL-BOOKS 210-45551.640	14.02	22212	04/05/19
			39440400 ADULT COLLECTION-PRINT &			
V10347	J.C. EHRLICH	03/14/19	LH-RODENT CONTROL 210-41940.434	100.00	22215	04/05/19
			2385281 MAINT. BUILDINGS/GROUNDS			
14025	LINCOLN NATIONAL LIFE INS	04/01/19	VA-APRIL VILLAGE LINCOLN 210-41320.210	142.81	22218	04/05/19
			040119D HEALTH INS & OTHER BENEFI			
14025	LINCOLN NATIONAL LIFE INS	04/01/19	VA-APRIL VILLAGE LINCOLN 210-43110.210	157.00	22218	04/05/19
			040119D HEALTH INS & OTHER BENEFI			
14025	LINCOLN NATIONAL LIFE INS	04/01/19	VA-APRIL VILLAGE LINCOLN 210-43151.210	25.39	22218	04/05/19
			040119D HEALTH INS & OTHER BENEFI			
14025	LINCOLN NATIONAL LIFE INS	04/01/19	VA-APRIL VILLAGE LINCOLN 210-45551.210	285.60	22218	04/05/19
			040119D HEALTH INS & OTHER BENEFI			
14025	LINCOLN NATIONAL LIFE INS	04/01/19	VA-APRIL VILLAGE LINCOLN 210-41970.210	95.20	22218	04/05/19
			040119D HEALTH INS & OTHER BENEFI			
14025	LINCOLN NATIONAL LIFE INS	04/01/19	VA-APRIL VILLAGE LINCOLN 210-41335.210	43.42	22218	04/05/19
			040119D HEALTH INS & OTHER BENEFI			

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14025	LINCOLN NATIONAL LIFE INS	04/01/19	VA-APRIL VILLAGE LINCOLN 040119D	210-45110.210 HEALTH INS & OTHER BENEFI	190.40	22218	04/05/19
14025	LINCOLN NATIONAL LIFE INS	04/01/19	VA-APRIL VILLAGE LINCOLN 040119D	210-45220.210 HEALTH INS & OTHER BENEFI	92.34	22218	04/05/19
06675	NATIONAL BUSINESS TECHNOL	01/31/19	COPIER USE 12/18/18-1/17 285832	210-45551.423 CONTRACT SERVICES	0.62	22228	04/05/19
06675	NATIONAL BUSINESS TECHNOL	01/31/19	COPIER USE 12/18/18-1/17 285832	210-45551.423 CONTRACT SERVICES	0.06	22228	04/05/19
06675	NATIONAL BUSINESS TECHNOL	01/31/19	COPIER USE 12/18/18-1/17 285832	210-41320.442 LEASED SERVICES	22.82	22228	04/05/19
06675	NATIONAL BUSINESS TECHNOL	03/29/19	COPIER USAGE 2/18-3/17/19 295172	210-45551.423 CONTRACT SERVICES	84.69	22228	04/05/19
06675	NATIONAL BUSINESS TECHNOL	03/29/19	COPIER USAGE 2/18-3/17/19 295172	210-43110.442 EQUIPMENT RENTALS	0.15	22228	04/05/19
06675	NATIONAL BUSINESS TECHNOL	03/29/19	COPIER USAGE 2/18-3/17/19 295172	210-41320.442 LEASED SERVICES	53.00	22228	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19	VA-VILLAGE DELTA DENTAL 040119D	210-41320.210 HEALTH INS & OTHER BENEFI	327.34	22230	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19	VA-VILLAGE DELTA DENTAL 040119D	210-43110.210 HEALTH INS & OTHER BENEFI	346.53	22230	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19	VA-VILLAGE DELTA DENTAL 040119D	210-43151.210 HEALTH INS & OTHER BENEFI	50.33	22230	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19	VA-VILLAGE DELTA DENTAL 040119D	210-45551.210 HEALTH INS & OTHER BENEFI	467.80	22230	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19	VA-VILLAGE DELTA DENTAL 040119D	210-41970.210 HEALTH INS & OTHER BENEFI	71.94	22230	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19	VA-VILLAGE DELTA DENTAL 040119D	210-41335.210 HEALTH INS & OTHER BENEFI	129.40	22230	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19	VA-VILLAGE DELTA DENTAL 040119D	210-45110.210 HEALTH INS & OTHER BENEFI	456.73	22230	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19	VA-VILLAGE DELTA DENTAL 040119D	210-45220.210 HEALTH INS & OTHER BENEFI	68.53	22230	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19	VA-VILLAGE DELTA DENTAL 040119D	210-15109.000 EXCHANGE - COBRA	35.96	22230	04/05/19
23465	PITNEY BOWES, INC.	02/20/19	AD-3/20/19-6/19/19 3308210593	210-41320.442 LEASED SERVICES	281.88	22234	04/05/19
43275	RYCANDON MECHANICAL, INC.	03/22/19	Toilet Repair 12579	210-45220.434 MAINTENANCE-BUILDINGS/GRO	499.14	22241	04/05/19
43275	RYCANDON MECHANICAL, INC.	03/25/19	Heat Repair MPR 12584	210-45220.434 MAINTENANCE-BUILDINGS/GRO	178.60	22241	04/05/19
36130	VERIZON WIRELESS	03/18/19	VA-CELL 2/19-3/18/19 DATA 9826387821	210-42220.535 TELEPHONE SERVICES	120.03	22255	04/05/19
36130	VERIZON WIRELESS	03/18/19	VA-CELL 2/19-3/18/19 DATA 9826387821	210-41970.535 TELEPHONE SERVICES	40.00	22255	04/05/19
22070	VILLAGE COPY & PRINT INC.	03/29/19	AD-ANNUAL REPORT-VILLAGE 7566	210-41320.530 COMMUNICATIONS	1019.00	22257	04/05/19
25375	VISION SERVICE PLAN (CT)	03/21/19	VA-VILL APRIL 2019 VISION 040119	210-41320.210 HEALTH INS & OTHER BENEFI	62.42	22258	04/05/19
25375	VISION SERVICE PLAN (CT)	03/21/19	VA-VILL APRIL 2019 VISION 040119	210-43110.210 HEALTH INS & OTHER BENEFI	67.94	22258	04/05/19

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25375	VISION SERVICE PLAN (CT)	03/21/19	VA-VILL APRIL 2019 VISION 040119	210-43151.210 HEALTH INS & OTHER BENEFIT	10.01	22258	04/05/19
25375	VISION SERVICE PLAN (CT)	03/21/19	VA-VILL APRIL 2019 VISION 040119	210-45551.210 HEALTH INS & OTHER BENEFIT	94.78	22258	04/05/19
25375	VISION SERVICE PLAN (CT)	03/21/19	VA-VILL APRIL 2019 VISION 040119	210-41970.210 HEALTH INS & OTHER BENEFIT	18.76	22258	04/05/19
25375	VISION SERVICE PLAN (CT)	03/21/19	VA-VILL APRIL 2019 VISION 040119	210-41335.210 HEALTH INS & OTHER BENEFIT	24.40	22258	04/05/19
25375	VISION SERVICE PLAN (CT)	03/21/19	VA-VILL APRIL 2019 VISION 040119	210-45110.210 HEALTH INS & OTHER BENEFIT	86.81	22258	04/05/19
25375	VISION SERVICE PLAN (CT)	03/21/19	VA-VILL APRIL 2019 VISION 040119	210-45220.210 HEALTH INS & OTHER BENEFIT	13.61	22258	04/05/19
29825	VT GAS SYSTEMS	03/20/19	MSP Aspire & Maint Gas 032019D	210-45220.623 HEATING/NATURAL GAS	333.35	22260	04/05/19
29825	VT GAS SYSTEMS	03/20/19	MSP Admin Gas 032019D1	210-45220.623 HEATING/NATURAL GAS	353.61	22260	04/05/19
29825	VT GAS SYSTEMS	03/20/19	VA-2/19-3/18/2019 SERVICE 03202019D	210-43110.623 HEATING/NATURAL GAS	531.51	22260	04/05/19
29825	VT GAS SYSTEMS	03/20/19	VA-2/19-3/18/2019 SERVICE 03202019D	210-45551.623 HEATING/NATURAL GAS	857.84	22260	04/05/19
29825	VT GAS SYSTEMS	03/20/19	VA-2/19-3/18/2019 SERVICE 03202019D	210-41940.623 HEATING/NATURAL GAS	776.65	22260	04/05/19
29825	VT GAS SYSTEMS	03/20/19	VA-2/19-3/18/2019 SERVICE 03202019D	210-42220.623 HEATING/NATURAL GAS	657.36	22260	04/05/19
29825	VT GAS SYSTEMS	03/20/19	VA-2/19-3/18/2019 SERVICE 03202019D	210-41940.625 PARK ST. SCHOOL NAT GAS	413.35	22260	04/05/19
30210	VT LEAGUE OF CITIES & TOW	03/26/19	CD-ECON DEV WKSHP MARCH 201920440	210-41970.500 TRAINING,CONF,DUES	70.00	22262	04/05/19
07565	W B MASON CO INC	03/21/19	Cleaning Supplies I64679949	210-45220.610 SUPPLIES	125.91	22265	04/05/19
07565	W B MASON CO INC	03/21/19	Cleaning Supplies I64680273	210-45220.610 SUPPLIES	224.54	22265	04/05/19
43640	BOUTIN'S BEST CONSTRUCTIO	03/19/19	OFFICE RENOVATION-VILLAGE 548	222-46802.001 LINCOLN HALL MAINT	1900.00	22171	04/05/19
22830	CLAY POINT ASSOCIATES INC	03/22/19	OFFICE RENOVATION 14033A	222-46802.001 LINCOLN HALL MAINT	2103.75	22182	04/05/19
19360	ESSEX WESTFORD CHILD NUTR	03/20/19	RASC-EMS LUNCHEON 3/20/19 032019D	225-45122.813 Meal Site Outing Exp	72.00	22194	04/05/19
06675	NATIONAL BUSINESS TECHNOL	01/31/19	COPIER USE 12/18/18-1/17 285832	225-45122.610 OPERATIONAL SUPP/EXP	74.68	22228	04/05/19
06675	NATIONAL BUSINESS TECHNOL	03/29/19	COPIER USAGE 2/18-3/17/19 295172	225-45122.610 OPERATIONAL SUPP/EXP	1.94	22228	04/05/19
21000	UNIFIRST CORPORATION	01/23/19	EASC-MATS 0361922307	225-45122.330 OTHER PROF SERVICES	37.23	22253	04/05/19
25390	FIRST NATIONAL BANK OMAHA	03/19/19	EJRP Credit Card 5750 031919D	226-45115.330 OTHER PROFESSIONAL SVCS	100.00	22196	04/05/19
25390	FIRST NATIONAL BANK OMAHA	03/19/19	EJRP Credit Card 5750 031919D	226-45115.330 OTHER PROFESSIONAL SVCS	25.00	22196	04/05/19
25390	FIRST NATIONAL BANK OMAHA	03/19/19	EJRP Credit Card 5750 031919D	226-45120.330 OTHER PROFESSIONAL SVCS	20.00	22196	04/05/19

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25390	FIRST NATIONAL BANK OMAHA	03/19/19	EJRP Credit Card 5750 031919D	226-45220.550 TRAINING, CONF, DUES	511.59	22196	04/05/19
20195	GET AIR	03/19/19	K-3 Vac Camp Field Trip 032219D	226-45120.580 TRAVEL	793.00	22201	04/05/19
14025	LINCOLN NATIONAL LIFE INS	04/01/19	VA-APRIL VILLAGE LINCOLN 040119D	226-45120.210 HEALTH INS & OTHER BENEFIT	237.12	22218	04/05/19
14025	LINCOLN NATIONAL LIFE INS	04/01/19	VA-APRIL VILLAGE LINCOLN 040119D	226-45121.210 HEALTH INS & OTHER BENEFIT	184.45	22218	04/05/19
14025	LINCOLN NATIONAL LIFE INS	04/01/19	VA-APRIL VILLAGE LINCOLN 040119D	226-45110.210 HEALTH INS & OTHER BENEFIT	47.60	22218	04/05/19
25035	LIQUID STUDIO	04/01/19	VK Reg Form Update 19031	226-45120.330 OTHER PROFESSIONAL SVCS	125.00	22219	04/05/19
14570	METROROCK STATION / VERTI	03/27/19	Session 3 Enrichment 65055	226-45120.330 OTHER PROFESSIONAL SVCS	1365.00	22224	04/05/19
06675	NATIONAL BUSINESS TECHNOL	01/31/19	COPIER USE 12/18/18-1/17 285832	226-45110.442 Equipment Rentals	138.47	22228	04/05/19
06675	NATIONAL BUSINESS TECHNOL	03/29/19	COPIER USAGE 2/18-3/17/19 295172	226-45110.442 Equipment Rentals	150.69	22228	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19	VA-VILLAGE DELTA DENTAL 040119D	226-45120.210 HEALTH INS & OTHER BENEFIT	212.41	22230	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19	VA-VILLAGE DELTA DENTAL 040119D	226-45121.210 HEALTH INS & OTHER BENEFIT	330.74	22230	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19	VA-VILLAGE DELTA DENTAL 040119D	226-45110.210 HEALTH INS & OTHER BENEFIT	35.97	22230	04/05/19
24830	REINHART FOODSERVICE	02/12/19	MSP VK Snack 111424	226-45120.610 SUPPLIES	66.04	22238	04/05/19
24830	REINHART FOODSERVICE	03/26/19	Fleming VK Snack 133203	226-45120.610 SUPPLIES	32.75	22238	04/05/19
24830	REINHART FOODSERVICE	03/26/19	Summit VK Snack 133311	226-45120.610 SUPPLIES	129.34	22238	04/05/19
24830	REINHART FOODSERVICE	04/01/19	Hiawatha VK Snack 135829	226-45120.610 SUPPLIES	30.75	22238	04/05/19
24830	REINHART FOODSERVICE	04/01/19	Fleming VK Snack 136080	226-45120.610 SUPPLIES	124.53	22238	04/05/19
24830	REINHART FOODSERVICE	04/01/19	Summit VK Snack 136287	226-45120.610 SUPPLIES	133.63	22238	04/05/19
17060	SOODAK KIM	03/27/19	Refund-Class Cancelled 39415	226-34780.000 ADULT PROGRAMS	105.00	22248	04/05/19
25315	VESPA'S PIZZA PASTA & DEL	02/28/19	Volunteer Food-Egg Hunt 022819D	226-45115.610 SUPPLIES	22.00	22256	04/05/19
25375	VISION SERVICE PLAN (CT)	03/21/19	VA-VILL APRIL 2019 VISION 040119	226-45120.210 HEALTH INS & OTHER BENEFIT	51.13	22258	04/05/19
25375	VISION SERVICE PLAN (CT)	03/21/19	VA-VILL APRIL 2019 VISION 040119	226-45121.210 HEALTH INS & OTHER BENEFIT	67.56	22258	04/05/19
25375	VISION SERVICE PLAN (CT)	03/21/19	VA-VILL APRIL 2019 VISION 040119	226-45110.210 HEALTH INS & OTHER BENEFIT	9.36	22258	04/05/19
25715	DONALD L. HAMLIN CONSULT	03/29/19	CD-ENGR FEES 2/1-2/28/19 03291912833	230-46801.008 CRESCENT CONNECTOR	2646.25	22187	04/05/19
25715	DONALD L. HAMLIN CONSULT	03/29/19	CD-PEARL ST LINK STP FEB 03291917820	230-46801.007 PEARL ST. LINKING SIDEWALK	1435.47	22187	04/05/19

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	03/23/19 IT-USB HUB 14J69XD3VVRV	254-43200.610 SUPPLIES	39.98	22165	04/05/19
40205	CDW-G	03/19/19 IT-TABLETS FOR VILL P WKS RNH9205	254-43200.610 SUPPLIES	1822.03	22178	04/05/19
14025	LINCOLN NATIONAL LIFE INS	04/01/19 VA-APRIL VILLAGE LINCOLN 040119D	254-43200.210 HEALTH INS & OTHER BENEFIT	118.34	22218	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19 VA-VILLAGE DELTA DENTAL 040119D	254-43200.210 HEALTH INS & OTHER BENEFIT	253.29	22230	04/05/19
25375	VISION SERVICE PLAN (CT)	03/21/19 VA-VILL APRIL 2019 VISION 040119	254-43200.210 HEALTH INS & OTHER BENEFIT	48.71	22258	04/05/19
29825	VT GAS SYSTEMS	03/20/19 VA-2/19-3/18/2019 SERVICE 03202019D	254-43200.623 HEATING/NATURAL GAS	371.84	22260	04/05/19
11375	CASELLA WASTE MANAGEMENT	03/11/19 WW-APRIL GRIT SERVICE 699568	255-43200.565 GRIT DISPOSAL	113.75	22176	04/05/19
V10734	ENCORE ESSEX JUNCTION SOL	02/18/19 WW-FEBRUARY 2019 1902WWTP	255-43200.622 ELECTRICAL SERVICE	2969.11	22190	04/05/19
V10734	ENCORE ESSEX JUNCTION SOL	03/19/19 WW-MARCH 2019 1903WWTP	255-43200.622 ELECTRICAL SERVICE	2969.11	22190	04/05/19
06870	ENDYNE INC	03/28/19 WW-VPIC BULK SOLUTION 293137	255-43200.577 CONTRACT LABORATORY SERVI	252.00	22191	04/05/19
V10134	ENVIRONMENTAL RESOURCES A	03/22/19 WW-DMR QA STUDY SAMPLES 893321	255-43200.618 SUPPLIES - LABORATORY	1557.85	22192	04/05/19
38955	F W WEBB COMPANY	03/20/19 WW-GRIT CHAMBER GREASE LN 62435426	255-43200.570 MAINTENANCE OTHER	115.58	22195	04/05/19
07010	GREEN MOUNTAIN POWER CORP	03/19/19 WW-2/18-3/19/2019 SERVICE 0319132407	255-43200.622 ELECTRICAL SERVICE	12113.36	22205	04/05/19
14025	LINCOLN NATIONAL LIFE INS	04/01/19 VA-APRIL VILLAGE LINCOLN 040119D	255-43200.210 HEALTH INS & OTHER BENEFIT	245.27	22218	04/05/19
06675	NATIONAL BUSINESS TECHNOL	01/31/19 COPIER USE 12/18/18-1/17 285832	255-43200.610 SUPPLIES	22.89	22228	04/05/19
06675	NATIONAL BUSINESS TECHNOL	03/29/19 COPIER USAGE 2/18-3/17/19 295172	255-43200.610 SUPPLIES	38.35	22228	04/05/19
23945	NEW PIG CORPORATION	03/27/19 WW-CAP WRENCH IBC 2272179300	255-43200.570 MAINTENANCE OTHER	108.10	22229	04/05/19
23945	NEW PIG CORPORATION	03/25/19 WW-SPILL MATS VARIOUS 2272180700	255-43200.570 MAINTENANCE OTHER	478.93	22229	04/05/19
24960	NORTHEAST DELTA DENTAL	04/01/19 VA-VILLAGE DELTA DENTAL 040119D	255-43200.210 HEALTH INS & OTHER BENEFIT	500.11	22230	04/05/19
03160	P & H SENESAC INC	03/19/19 WW-2 DEWATER POLYMER 20088	255-43200.619 CHEMICALS	6900.00	22231	04/05/19
03160	P & H SENESAC INC	03/19/19 WW-RAG TRANSPORT LOAD 1 20089	255-43330.002 DIGESTER CLEANING	1000.00	22231	04/05/19
03160	P & H SENESAC INC	03/19/19 WW-RAG TRANSPORT LOAD 1 20089	255-43330.011 HEADWORKS SCREEN	-300.00	22231	04/05/19
20040	RAB CONSULTING & SERVICES	04/01/19 WW-ORDINANCE WK-SURCHRG 058	255-43200.330 OTHER PROFESSIONAL SERVIC	747.50	22236	04/05/19
02050	RON BUSHEY'S SUNOCO	03/26/19 WW-SERV TRUCK INSPECTION 032619D	255-43200.432 VEHICLE MAINTENANCE	60.00	22239	04/05/19
25480	SAC FASTENER COMPANY	03/29/19 WW-HARDWARE GRIT 46070	255-43200.570 MAINTENANCE OTHER	22.50	22242	04/05/19

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V9636	SHELDON TRUCKS, INC.	03/20/19 WW-GRIT GREASE FITTINGS	255-43200.570	6.98	22244	04/05/19
		374143	MAINTENANCE OTHER			
V2159	SURPASS CHEMICAL CO INC	03/22/19 WW-3722 SODIUM HYDROXIDE	255-43200.619	9837.25	22250	04/05/19
		332738	CHEMICALS			
36130	VERIZON WIRELESS	03/18/19 VA-CELL 2/19-3/18/19 DATA	255-43200.535	143.43	22255	04/05/19
		9826387821	TELEPHONE SERVICES			
25375	VISION SERVICE PLAN (CT)	03/21/19 VA-VILL APRIL 2019 VISION	255-43200.210	96.98	22258	04/05/19
		040119	HEALTH INS & OTHER BENEFI			
29825	VT GAS SYSTEMS	03/20/19 VA-2/19-3/18/2019 SERVICE	255-43200.623	2836.47	22260	04/05/19
		03202019D	HEATING/NATURAL GAS			
14025	LINCOLN NATIONAL LIFE INS	04/01/19 VA-APRIL VILLAGE LINCOLN	256-43200.210	111.60	22218	04/05/19
		040119D	HEALTH INS & OTHER BENEFI			
24960	NORTHEAST DELTA DENTAL	04/01/19 VA-VILLAGE DELTA DENTAL	256-43200.210	170.13	22230	04/05/19
		040119D	HEALTH INS & OTHER BENEFI			
23855	SOUTHWORTH-MILTON, INC.	03/08/19 SA-FROST PLUG SERVICE	256-43220.002	638.73	22249	04/05/19
		SCINV382166	WEST ST PS COSTS			
25375	VISION SERVICE PLAN (CT)	03/21/19 VA-VILL APRIL 2019 VISION	256-43200.210	33.98	22258	04/05/19
		040119	HEALTH INS & OTHER BENEFI			
29825	VT GAS SYSTEMS	03/20/19 VA-2/19-3/18/2019 SERVICE	256-43220.001	34.24	22260	04/05/19
		03202019D	SUSIE WILSON PS COSTS			
29825	VT GAS SYSTEMS	03/20/19 VA-2/19-3/18/2019 SERVICE	256-43220.002	35.82	22260	04/05/19
		03202019D	WEST ST PS COSTS			
29825	VT GAS SYSTEMS	03/20/19 VA-2/19-3/18/2019 SERVICE	256-43200.623	124.84	22260	04/05/19
		03202019D	HEATING/NATURAL GAS			
Report Total				75057.49		

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	02/22/19	ST-DEGREASER 52905323739	210-43110.432 VEHICLE MAINTENANCE	24.83	22269	04/12/19
05290	ADVANCE AUTO PARTS	03/10/19	VF DEF fluid 552906953947	210-42220.432 VEHICLE MAINTENANCE	29.42	22269	04/12/19
05290	ADVANCE AUTO PARTS	03/21/19	ST hose clamp 552908024416	210-43110.610 SUPPLIES	7.10	22269	04/12/19
05290	ADVANCE AUTO PARTS	03/21/19	ST hose clamp 552908036866	210-43110.610 SUPPLIES	11.60	22269	04/12/19
05290	ADVANCE AUTO PARTS	03/21/19	ST oil 552908054434	210-43110.626 GAS, GREASE AND OIL	385.73	22269	04/12/19
05290	ADVANCE AUTO PARTS	02/07/19	ST-HYDRAULIC HOSE 903835021	210-43110.432 VEHICLE MAINTENANCE	41.24	22269	04/12/19
05290	ADVANCE AUTO PARTS	03/11/19	ST-WIRE TIE 907036345	210-43110.610 SUPPLIES	10.49	22269	04/12/19
05290	ADVANCE AUTO PARTS	03/14/19	ST-HYDRAULIC HOSE 907336517	210-43110.432 VEHICLE MAINTENANCE	44.80	22269	04/12/19
05290	ADVANCE AUTO PARTS	03/14/19	ST-COTTON PINS 907336522	210-43110.610 SUPPLIES	7.69	22269	04/12/19
05290	ADVANCE AUTO PARTS	03/15/19	ST-VOLT BULB 907454141	210-43110.610 SUPPLIES	9.42	22269	04/12/19
25955	AT&T MOBILITY	03/10/19	EJRP Cell Phones 032319D	210-45110.535 TELEPHONE SERVICES	271.60	22273	04/12/19
02005	BCBSVT	04/01/19	VA-MAY 2019 HEALTH INSURN 088005806	210-41320.210 HEALTH INS & OTHER BENEFI	3515.97	22274	04/12/19
02005	BCBSVT	04/01/19	VA-MAY 2019 HEALTH INSURN 088005806	210-43110.210 HEALTH INS & OTHER BENEFI	4219.18	22274	04/12/19
02005	BCBSVT	04/01/19	VA-MAY 2019 HEALTH INSURN 088005806	210-43151.210 HEALTH INS & OTHER BENEFI	711.12	22274	04/12/19
02005	BCBSVT	04/01/19	VA-MAY 2019 HEALTH INSURN 088005806	210-45551.210 HEALTH INS & OTHER BENEFI	6018.46	22274	04/12/19
02005	BCBSVT	04/01/19	VA-MAY 2019 HEALTH INSURN 088005806	210-41970.210 HEALTH INS & OTHER BENEFI	1251.24	22274	04/12/19
02005	BCBSVT	04/01/19	VA-MAY 2019 HEALTH INSURN 088005806	210-41335.210 HEALTH INS & OTHER BENEFI	1757.99	22274	04/12/19
02005	BCBSVT	04/01/19	VA-MAY 2019 HEALTH INSURN 088005806	210-45110.210 HEALTH INS & OTHER BENEFI	6525.22	22274	04/12/19
02005	BCBSVT	04/01/19	VA-MAY 2019 HEALTH INSURN 088005806	210-45220.210 HEALTH INS & OTHER BENEFI	1207.45	22274	04/12/19
01875	BIBENS ACE HARDWARE (VILL	03/01/19	ST-CLEANER 33540	210-43110.610 SUPPLIES	23.98	22276	04/12/19
01875	BIBENS ACE HARDWARE (VILL	03/18/19	ST-SEALANT 33664C	210-43110.610 SUPPLIES	10.08	22276	04/12/19
00530	BRODART CO	03/21/19	BL-BOOKS B5578455	210-45551.641 JUVEN COLLECTION-PRNT & E	105.01	22281	04/12/19
00530	BRODART CO	03/21/19	BL-BOOKS B5578455	210-45551.610 SUPPLIES	7.20	22281	04/12/19
00530	BRODART CO	03/22/19	BF-BOOKS B5580029	210-49345.000 LIBRARY DONATION EXPENDIT	70.67	22281	04/12/19
00530	BRODART CO	03/25/19	BF-BOOKS B5581074	210-49345.000 LIBRARY DONATION EXPENDIT	64.10	22281	04/12/19

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00530	BRODART CO	03/25/19	BF-BOOKS B5581077	210-49345.000 LIBRARY DONATION EXPENDIT	14.29	22281	04/12/19
00530	BRODART CO	03/25/19	BL-BOOKS B5581293	210-45551.641 JUVEN COLLECTION-PRNT & E	70.98	22281	04/12/19
00530	BRODART CO	03/25/19	BL-BOOKS B5581293	210-45551.610 SUPPLIES	4.80	22281	04/12/19
00530	BRODART CO	03/25/19	BF-BOOKS B5581294	210-49345.000 LIBRARY DONATION EXPENDIT	113.51	22281	04/12/19
00530	BRODART CO	03/26/19	BF-BOOKS B5582515	210-49345.000 LIBRARY DONATION EXPENDIT	14.84	22281	04/12/19
00530	BRODART CO	03/29/19	BF-BOOKS B5585903	210-49345.000 LIBRARY DONATION EXPENDIT	31.30	22281	04/12/19
00530	BRODART CO	04/01/19	BL-BOOKS B5588194	210-45551.641 JUVEN COLLECTION-PRNT & E	372.50	22281	04/12/19
00530	BRODART CO	04/01/19	BL-BOOKS B5588194	210-45551.610 SUPPLIES	27.20	22281	04/12/19
13800	BROWN DANIELLE M	04/05/19	BF-YOUTH PROGRAM 460004519	210-49345.000 LIBRARY DONATION EXPENDIT	50.00	22282	04/12/19
V9941	BUSINESSCARD SERVICES	03/07/19	BL-NEWSPAPERS 020819A	210-45551.640 ADULT COLLECTION-PRINT &	46.00	22283	04/12/19
V9941	BUSINESSCARD SERVICES	03/07/19	LH-REPLACE COFFEE MACHNE 021119B	210-41940.610 SUPPLIES	49.99	22283	04/12/19
V9941	BUSINESSCARD SERVICES	03/07/19	PW-PAPER TOWELS 022019C	210-43110.610 SUPPLIES	19.18	22283	04/12/19
V9941	BUSINESSCARD SERVICES	03/07/19	TC-REMOTE DEP CK SCANNER 022119D	210-41320.610 SUPPLIES	74.00	22283	04/12/19
V9941	BUSINESSCARD SERVICES	03/07/19	CREDIT PRIME MEMBERSHIP 022219E	210-41320.610 SUPPLIES	-13.77	22283	04/12/19
V9941	BUSINESSCARD SERVICES	03/07/19	AD/PD-COFFEE & SHEET PRTC 022719F	210-41320.560 TRUSTEES EXPENDITURES	20.50	22283	04/12/19
V9941	BUSINESSCARD SERVICES	03/07/19	AD/PD-COFFEE & SHEET PRTC 022719F	210-42220.610 SUPPLIES	10.50	22283	04/12/19
V9941	BUSINESSCARD SERVICES	03/07/19	ST-CLEAR ACRYLIC SHEET 030719G	210-43110.432 VEHICLE MAINTENANCE	69.98	22283	04/12/19
03000	CARGILL SALT EASTERN INC	03/13/19	ST salt 2904662359	210-43125.610 WINTER MAINTENANCE	5044.92	22284	04/12/19
03000	CARGILL SALT EASTERN INC	03/15/19	ST salt 2904666901	210-43125.610 WINTER MAINTENANCE	10026.82	22284	04/12/19
26395	CCRPC	02/28/19	CD-COMP PLAN UPDATES FEB 1902246	210-41970.330 OTHER PROFESSIONAL SVCS	1950.00	22288	04/12/19
23455	CHITTENDEN SOLID WASTE DI	03/28/19	ST-OIL-TECT KIT 111000554	210-43110.626 GAS, GREASE AND OIL	28.60	22292	04/12/19
25120	CLICKTIME.COM	04/05/19	RC-WEB TIMESHEET MTHLY FE 281536	210-41320.500 TRAINING, CONFERENCES, DU	56.00	22296	04/12/19
04940	COMCAST	03/27/19	VF-INTERNET 032719D	210-42220.535 TELEPHONE SERVICES	126.90	22299	04/12/19
17025	COONRADT AMY	04/10/19	CD-PLANNING MIN 4-4-19 MT 0002	210-41970.530 COMMUNICATIONS	168.00	22301	04/12/19
38280	CRYSTAL ROCK BOTTLED WATE	04/02/19	LH-MARCH 2019 BOTTLED H2O 722277040219	210-41940.610 SUPPLIES	20.47	22302	04/12/19

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
35360	CYR LUMBER INC	03/28/19 ST-BARK MULCH	210-43110.616	504.00	22303	04/12/19
		032819D	GRAVEL, TOPSOIL			
V10576	ECOPixel LLC	04/01/19 AD-MARCH 2019 WEB HOSTING	210-41320.530	129.00	22306	04/12/19
		2607	COMMUNICATIONS			
23215	ESSEX EQUIPMENT INC	03/28/19 ST-GLOVES	210-43110.612	85.64	22309	04/12/19
		107054040001	UNIFORMS, BOOTS, ETC			
25600	ESSEX RESCUE, INC	03/21/19 VF-EMS SUPPLIES	210-42220.615	167.09	22310	04/12/19
		431	EMS SUPPLIES			
38955	F W WEBB COMPANY	03/21/19 VA-555000	210-43110.610	26.59	22313	04/12/19
		62457003	SUPPLIES			
38955	F W WEBB COMPANY	03/22/19 VA-CREDIT 555000	210-43110.610	-3.92	22313	04/12/19
		62468936	SUPPLIES			
38955	F W WEBB COMPANY	03/22/19 VA-TRK 8 555000	210-43110.610	50.43	22313	04/12/19
		62471705	SUPPLIES			
38955	F W WEBB COMPANY	03/22/19 VA-VARIOUS CREDITS	210-43110.610	-6.04	22313	04/12/19
		62471893	SUPPLIES			
V9473	FARRELL-LEA FARM	04/05/19 ST-WEEDING, MULCHING	210-43161.002	800.00	22314	04/12/19
		3532	MEMORIAL PARK			
V9473	FARRELL-LEA FARM	04/05/19 ST-WEEDING, MULCHING	210-43161.001	950.00	22314	04/12/19
		3532	VILLAGE GARDEN SPOTS			
V9473	FARRELL-LEA FARM	04/05/19 ST-WEEDING, MULCHING	210-43161.000	2400.00	22314	04/12/19
		3532	STREETSCAPE MAINT./IMP			
18000	FERGUSON WATERWORKS #590	03/27/19 ST-COLD ASPHALT	210-43120.610	455.70	22315	04/12/19
		0876298	PAVEMENT MAINTENANCE			
21845	FIRST NATIONAL BANK OMAHA	03/19/19 BL-COMPUTER EXPENSES	210-45551.340	-6.93	4121914	04/12/19
		022119A	COMPUTER EXPENSES			
21845	FIRST NATIONAL BANK OMAHA	03/19/19 BL-AUDIOBOOK LIB STAFF CR	210-15101.000	-11.12	4121915	04/12/19
		022219B	EXCHANGE - GENERAL			
21845	FIRST NATIONAL BANK OMAHA	03/19/19 BL-MEMBERSHIP RENEWAL	210-45551.640	20.50	4121916	04/12/19
		022619C	ADULT COLLECTION-PRINT &			
21845	FIRST NATIONAL BANK OMAHA	03/19/19 BL-YOUTH PROGRAMS	210-45551.837	18.43	4121917	04/12/19
		030119D	CHILDRENS PROGRAMS			
21845	FIRST NATIONAL BANK OMAHA	03/19/19 BL-TECH ACCESS	210-45551.530	78.68	4121918	04/12/19
		030619E	TECHNOLOGY ACCESS			
21835	FIRST NATIONAL BANK OMAHA	03/02/19 VF-PIZZA	210-42220.500	74.63	4121922	04/12/19
		274086	TRAINING, CONFERENCES, DU			
45400	FIRST NATIONAL BANK OMAHA	02/25/19 DV-MEETING REFRESHMENTS	210-41970.610	32.51	4121920	04/12/19
		022519D	SUPPLIES			
45400	FIRST NATIONAL BANK OMAHA	03/07/19 DV-MEETING REFRESHMENTS	210-41970.610	29.03	4121919	04/12/19
		030719	SUPPLIES			
34895	GAUTHIER TRUCKING, INC.	04/01/19 LH-MARCH 2019 SERVICE	210-41940.565	223.45	22321	04/12/19
		040119D	RUBBISH REMOVAL			
34895	GAUTHIER TRUCKING, INC.	04/01/19 MSP Trash Removal	210-45220.330	296.76	22321	04/12/19
		1382203	OTHER PROFESSIONAL SVCS			
20470	GLOBAL MONTELLO GROUP	03/31/19 VA-VEHICLE FUEL	210-45220.626	169.11	22322	04/12/19
		CL239561	GAS, GREASE & OIL			
20470	GLOBAL MONTELLO GROUP	03/31/19 VA-VEHICLE FUEL	210-42220.626	549.24	22322	04/12/19
		CL239561	GAS, GREASE AND OIL			
20470	GLOBAL MONTELLO GROUP	03/31/19 VA-VEHICLE FUEL	210-43110.626	2726.64	22322	04/12/19
		CL239561	GAS, GREASE AND OIL			

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21055	GREEN MOUNTAIN MESSENGER,	03/31/19 BL-COURIER	210-45551.536	120.00	22326	04/12/19
		4018	POSTAGE/DELIVERY			
14910	GROTEN RAPHAEL	03/31/19 BF-YOUTH PROGRAMS	210-49345.000	150.00	22328	04/12/19
		4600033119	LIBRARY DONATION EXPENDIT			
21240	HICKOK & BOARDMAN HRI	03/31/19 VA-HB INVOICE	210-41320.210	166.50	22330	04/12/19
		03312019	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	03/31/19 VA-HB INVOICE	210-43110.210	141.53	22330	04/12/19
		03312019	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	03/31/19 VA-HB INVOICE	210-43151.210	22.06	22330	04/12/19
		03312019	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	03/31/19 VA-HB INVOICE	210-45551.210	249.74	22330	04/12/19
		03312019	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	03/31/19 VA-HB INVOICE	210-41970.210	83.25	22330	04/12/19
		03312019	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	03/31/19 VA-HB INVOICE	210-45110.210	166.50	22330	04/12/19
		03312019	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	03/31/19 VA-HB INVOICE	210-45220.210	41.63	22330	04/12/19
		03312019	HEALTH INS & OTHER BENEFI			
11710	INVEST EAP	04/01/19 VF-EAP	210-42220.200	216.00	22334	04/12/19
		040119D	EMPLOYEE ASSISTANCE PROGR			
45410	J B SIMONS INC	04/06/19 VF-UNIFORM HARDWARE	210-42220.612	599.00	22336	04/12/19
		98692	UNIFORMS,BOOTS,ETC			
26220	J&B INTERNATIONAL TRUCKS	03/15/19 ST-ROAD SERVICE	210-43110.432	569.97	22337	04/12/19
		C121398	VEHICLE MAINTENANCE			
25625	LOWE'S - 1080	03/15/19 Misc Repair Supplies	210-45220.610	11.85	22342	04/12/19
		909374	SUPPLIES			
V10130	LOWE'S BUSINESS ACCOUNT	03/26/19 ST-BUILDG MATERIAL/OFFICE	210-43110.434	84.18	22343	04/12/19
		02069	MAINT. BUILDINGS/GROUNDS			
V10130	LOWE'S BUSINESS ACCOUNT	03/20/19 ST-PAINT	210-43110.434	44.58	22343	04/12/19
		02072F	MAINT. BUILDINGS/GROUNDS			
V10130	LOWE'S BUSINESS ACCOUNT	03/21/19 ST-SUPPLIES	210-43110.434	305.90	22343	04/12/19
		02221G	MAINT. BUILDINGS/GROUNDS			
V10130	LOWE'S BUSINESS ACCOUNT	03/22/19 ST-OFFICE DESK MATERIAL	210-43110.434	358.76	22343	04/12/19
		02386	MAINT. BUILDINGS/GROUNDS			
V10130	LOWE'S BUSINESS ACCOUNT	03/27/19 ST-TOOLS	210-43110.610	65.45	22343	04/12/19
		02407	SUPPLIES			
V10130	LOWE'S BUSINESS ACCOUNT	03/22/19 ST-LUMBER	210-43110.434	77.39	22343	04/12/19
		02460	MAINT. BUILDINGS/GROUNDS			
V10130	LOWE'S BUSINESS ACCOUNT	03/19/19 VF-CLEANING SUPPLIES	210-42220.610	20.97	22343	04/12/19
		02836D	SUPPLIES			
V10130	LOWE'S BUSINESS ACCOUNT	03/19/19 ST-BOARDS	210-43110.434	85.94	22343	04/12/19
		02853C	MAINT. BUILDINGS/GROUNDS			
V10130	LOWE'S BUSINESS ACCOUNT	03/14/19 ST-TREX (RAIL)	210-43110.610	18.99	22343	04/12/19
		02895B	SUPPLIES			
V10130	LOWE'S BUSINESS ACCOUNT	03/19/19 ST-SHELVES	210-43110.434	74.10	22343	04/12/19
		02929E	MAINT. BUILDINGS/GROUNDS			
07635	O'ROURKE MEDIA GROUP	03/07/19 AD-VILL ANNUAL MTG NOTICE	210-41320.550	135.00	22351	04/12/19
		127505	PRINTING AND ADVERTISING			
07635	O'ROURKE MEDIA GROUP	03/28/19 CD-PLANNING COM AD 4-4-19	210-41970.550	108.00	22351	04/12/19
		127658	PRINTING AND ADVERTISING			

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
21140	04/09/19	PHOTO BOOTH PLANET, LLC PREPAY 7/27 Block Party 20190727005	210-41335.835 BLOCK PARTY EXPENSE	600.00	22354	04/12/19
23465	03/25/19	PITNEY BOWES, INC. AD-POSTAGE-LATE FEE 3308509936	210-41320.442 LEASED SERVICES	32.00	22355	04/12/19
24325	03/26/19	RADIO NORTH GROUP INC ST-RADIO MAINTENANCE 24140811	210-43110.443 RADIO MAINTENANCE	97.75	22357	04/12/19
18010	01/30/19	REYNOLDS & SON, INC. VF-TOOL HARDWARE 3344004	210-42220.889 ROUTINE EQUIPMENT PURCHAS	45.23	22359	04/12/19
43275	04/01/19	RYCANDON MECHANICAL, INC. Heat Repair MPR 12595	210-45220.434 MAINTENANCE-BUILDINGS/GRO	542.76	22361	04/12/19
21000	04/03/19	UNIFIRST CORPORATION LH-MAT SERVICE 0361935252	210-41940.434 MAINT. BUILDINGS/GROUNDS	78.04	22370	04/12/19
21000	04/03/19	UNIFIRST CORPORATION BL-MATS 0361935306	210-45551.423 CONTRACT SERVICES	62.48	22370	04/12/19
36130	03/19/19	VERIZON WIRELESS ST/VW-VARIOUS 2/20-3/19 9826467894	210-43110.535 TELEPHONE SERVICES	195.12	22372	04/12/19
11935	03/26/19	VIKING-CIVES USA ST-SPINNER 4489786	210-43110.432 VEHICLE MAINTENANCE	148.24	22374	04/12/19
05935	08/20/18	VT HUMANITIES COUNCIL 1ST WED HOST FEE 2017-18 082018D	210-49345.000 LIBRARY DONATION EXPENDIT	2900.00	22377	04/12/19
24570	03/20/19	VT TROPHY & ENGRAVING VF-AWARDS 77912	210-42220.889 ROUTINE EQUIPMENT PURCHAS	586.27	22383	04/12/19
07565	04/02/19	W B MASON CO INC VF-OFFICE CHAIR 65018361	210-42220.889 ROUTINE EQUIPMENT PURCHAS	69.99	22384	04/12/19
V10130	03/06/19	LOWE'S BUSINESS ACCOUNT LH-OFFICE RENOVATIONS 02417A	222-46802.001 LINCOLN HALL MAINT	34.70	22343	04/12/19
07465	03/11/19	BIBENS ACE HARDWARE INC EASC/RC-4 STORAGE TOTES 33614	225-45122.430 REPAIRS & MAINTENANCE	47.96	22277	04/12/19
07465	03/12/19	BIBENS ACE HARDWARE INC SC-TOTE STORAGE BASEMENT 33622	225-45122.430 REPAIRS & MAINTENANCE	71.94	22277	04/12/19
07465	03/20/19	BIBENS ACE HARDWARE INC RC basement storage bins 33677	225-45122.430 REPAIRS & MAINTENANCE	47.96	22277	04/12/19
21850	03/31/19	BOUCHER CLEANING SERVICES SC-MARCH CLEANING-5 VISIT 505	225-45122.330 OTHER PROF SERVICES	250.00	22280	04/12/19
01930	03/06/19	CENTER FOR TECHNOLOGY SC-SOUP-SENIORS ON SITE 332862	225-45122.812 MEAL SITE EXPENSES	50.00	22290	04/12/19
42665	03/10/19	AMAZON/SYNCB EJRP Supplies 031019D	226-45120.610 SUPPLIES	9.81	22272	04/12/19
42665	03/10/19	AMAZON/SYNCB EJRP Supplies 031019D	226-45120.610 SUPPLIES	128.95	22272	04/12/19
42665	03/10/19	AMAZON/SYNCB EJRP Supplies 031019D	226-45121.610 SUPPLIES	115.23	22272	04/12/19
42665	03/10/19	AMAZON/SYNCB EJRP Supplies 031019D	226-45120.610 SUPPLIES	145.59	22272	04/12/19
42665	03/10/19	AMAZON/SYNCB EJRP Supplies 031019D	226-45120.610 SUPPLIES	85.28	22272	04/12/19
42665	03/10/19	AMAZON/SYNCB EJRP Supplies 031019D	226-45120.610 SUPPLIES	63.19	22272	04/12/19
42665	03/10/19	AMAZON/SYNCB EJRP Supplies 031019D	226-45115.610 SUPPLIES	185.70	22272	04/12/19

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
02005	BCBSVT	04/01/19 VA-MAY 2019 HEALTH INSURN	226-45120.210	3634.85	22274	04/12/19
		088005806	HEALTH INS & OTHER BENEFI			
02005	BCBSVT	04/01/19 VA-MAY 2019 HEALTH INSURN	226-45121.210	4767.22	22274	04/12/19
		088005806	HEALTH INS & OTHER BENEFI			
02005	BCBSVT	04/01/19 VA-MAY 2019 HEALTH INSURN	226-45110.210	625.62	22274	04/12/19
		088005806	HEALTH INS & OTHER BENEFI			
27590	CATAMOUNT COLOR (OFFSET H	03/19/19 Brochure Prep & Mail	226-45110.550	230.00	22286	04/12/19
		759793	PRINTING & ADVERTISING			
04940	COMCAST	03/23/19 MSP Internet	226-45110.530	460.54	22297	04/12/19
		0176315 319	COMMUNICATIONS			
04940	COMCAST	03/23/19 Park St Internet	226-45121.530	249.19	22298	04/12/19
		0210908 319	COMMUNICATIONS			
21240	HICKOK & BOARDMAN HRI	03/31/19 VA-HB INVOICE	226-45120.210	166.50	22330	04/12/19
		03312019	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	03/31/19 VA-HB INVOICE	226-45121.210	166.50	22330	04/12/19
		03312019	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	03/31/19 VA-HB INVOICE	226-45110.210	41.63	22330	04/12/19
		03312019	HEALTH INS & OTHER BENEFI			
24855	PETTY CASH - CAITLIN FAY	04/08/19 DC Trip Petty Cash	226-45115.610	5825.00	22353	04/12/19
		040819D	SUPPLIES			
22830	CLAY POINT ASSOCIATES INC	03/22/19 Asbestos Inspection	233-46801.002	687.50	22295	04/12/19
		14047A	NEW SIGN LEASE			
05290	ADVANCE AUTO PARTS	03/20/19 VW pliers	254-43200.610	20.23	22269	04/12/19
		552907948336	SUPPLIES			
02005	BCBSVT	04/01/19 VA-MAY 2019 HEALTH INSURN	254-43200.210	3774.99	22274	04/12/19
		088005806	HEALTH INS & OTHER BENEFI			
38955	F W WEBB COMPANY	03/21/19 VA-555000	254-43200.610	4.44	22313	04/12/19
		62457003	SUPPLIES			
38955	F W WEBB COMPANY	03/22/19 VA-CREDIT 555000	254-43200.610	-0.66	22313	04/12/19
		62468936	SUPPLIES			
38955	F W WEBB COMPANY	03/22/19 VA-TRK 8 555000	254-43200.610	8.40	22313	04/12/19
		62471705	SUPPLIES			
38955	F W WEBB COMPANY	03/22/19 VA-VARIOUS CREDITS	254-43200.610	-1.00	22313	04/12/19
		62471893	SUPPLIES			
20470	GLOBAL MONTELLO GROUP	03/31/19 VA-VEHICLE FUEL	254-43200.626	31.99	22322	04/12/19
		CL239561	GAS, GREASE AND OIL			
21240	HICKOK & BOARDMAN HRI	03/31/19 VA-HB INVOICE	254-43200.210	104.06	22330	04/12/19
		03312019	HEALTH INS & OTHER BENEFI			
42075	STATE OF VERMONT	04/08/19 SA-JM WATER LICN RENEWAL	254-43200.500	80.00	22367	04/12/19
		040819D	TRAINING, CONFERENCES, DU			
36130	VERIZON WIRELESS	03/19/19 ST/VW-VARIOUS 2/20-3/19	254-43200.535	180.02	22372	04/12/19
		9826467894	TELEPHONE SERVICES			
05290	ADVANCE AUTO PARTS	03/12/19 WW-HAND SOAP #2	255-43200.570	10.11	22269	04/12/19
		907136447	MAINTENANCE OTHER			
05290	ADVANCE AUTO PARTS	03/14/19 WW-VARIOUS OIL	255-43200.626	60.26	22269	04/12/19
		907336536	GAS, GREASE AND OIL			
05290	ADVANCE AUTO PARTS	03/14/19 WW-TRUCK STEP	255-43200.410	91.19	22269	04/12/19
		907336542	WATER AND SEWER CHARGE			
05290	ADVANCE AUTO PARTS	03/21/19 WW-GREASE-GRIT COLLECTON	255-43200.570	37.40	22269	04/12/19
		908036860	MAINTENANCE OTHER			

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
02005	BCBSVT	04/01/19	VA-MAY 2019 HEALTH INSURN 088005806	255-43200.210 HEALTH INS & OTHER BENEFI	6952.72	22274	04/12/19
01875	BIBENS ACE HARDWARE (VILL	03/12/19	WW-TAPE FIELD PADS 815415B	255-43200.570 MAINTENANCE OTHER	36.96	22276	04/12/19
01875	BIBENS ACE HARDWARE (VILL	03/28/19	WW-GRIT HARDWARE 815879D	255-43200.570 MAINTENANCE OTHER	19.80	22276	04/12/19
15055	E&I CORPORATION	03/26/19	WW-SHEAR PIN STOCK GRIT INV017463	255-43200.570 MAINTENANCE OTHER	218.00	22304	04/12/19
06870	ENDYNE INC	04/02/19	WW-NY CAKE & TCLP 293793	255-43200.577 CONTRACT LABORATORY SERVI	1585.00	22308	04/12/19
38955	F W WEBB COMPANY	03/20/19	WW-GRIT CHAMBER GREASE 62436366	255-43200.570 MAINTENANCE OTHER	59.62	22313	04/12/19
38955	F W WEBB COMPANY	03/21/19	VA-555000 62457003	255-43200.610 SUPPLIES	4.43	22313	04/12/19
38955	F W WEBB COMPANY	03/22/19	VA-CREDIT 555000 62468936	255-43200.610 SUPPLIES	-0.65	22313	04/12/19
38955	F W WEBB COMPANY	03/22/19	VA-TRK 8 555000 62471705	255-43200.610 SUPPLIES	8.41	22313	04/12/19
38955	F W WEBB COMPANY	03/22/19	VA-VARIOUS CREDITS 62471893	255-43200.610 SUPPLIES	-1.01	22313	04/12/19
21740	FIRST NATIONAL BANK OMAHA	03/19/19	WW-SAFETY-ICE GRIPPERS 021819A	255-43200.612 UNIFORMS,BOOTS,ETC	7.99	4121921	04/12/19
21740	FIRST NATIONAL BANK OMAHA	03/19/19	WW-NETWORK HARDWARE RPR 022519B	255-43200.570 MAINTENANCE OTHER	1164.23	4121908	04/12/19
21740	FIRST NATIONAL BANK OMAHA	03/19/19	WW-FREE PRESS 022819C	255-43200.610 SUPPLIES	25.00	4121909	04/12/19
21740	FIRST NATIONAL BANK OMAHA	03/19/19	WW-LAB GLOVES, SHOP 030419D	255-43200.570 MAINTENANCE OTHER	392.00	4121910	04/12/19
21740	FIRST NATIONAL BANK OMAHA	03/19/19	WW-COMPUTER HARDWR EXCHNG 030719E	255-43200.570 MAINTENANCE OTHER	-162.35	4121911	04/12/19
21740	FIRST NATIONAL BANK OMAHA	03/19/19	WW-BUFFALO NAS NETWORK 031019F	255-43200.570 MAINTENANCE OTHER	185.38	4121912	04/12/19
21740	FIRST NATIONAL BANK OMAHA	03/19/19	WW-PANTS MANDIGO 031519G	255-43200.612 UNIFORMS,BOOTS,ETC	86.00	4121913	04/12/19
20470	GLOBAL MONTELLO GROUP	03/31/19	VA-VEHICLE FUEL CL239561	255-43200.626 GAS,GREASE AND OIL	160.53	22322	04/12/19
21240	HICKOK & BOARDMAN HRI	03/31/19	VA-HB INVOICE 03312019	255-43200.210 HEALTH INS & OTHER BENEFI	215.20	22330	04/12/19
V10130	LOWE'S BUSINESS ACCOUNT	03/22/19	WW-CORD, TOOLS 2568J	255-43200.570 MAINTENANCE OTHER	126.73	22343	04/12/19
34995	MCMASTER CARR SUPPLY CO	03/21/19	WW-STOCK FITTINGS, TOOLS 89909877	255-43200.570 MAINTENANCE OTHER	229.56	22347	04/12/19
V2124	STAPLES ADVANTAGE	03/23/19	WW-GENERAL OFFICE 8053705390	255-43200.610 SUPPLIES	81.51	22366	04/12/19
02005	BCBSVT	04/01/19	VA-MAY 2019 HEALTH INSURN 088005806	256-43200.210 HEALTH INS & OTHER BENEFI	2979.20	22274	04/12/19
38955	F W WEBB COMPANY	03/21/19	VA-555000 62457003	256-43200.610 SUPPLIES	53.18	22313	04/12/19
38955	F W WEBB COMPANY	03/22/19	VA-CREDIT 555000 62468936	256-43200.610 SUPPLIES	-7.84	22313	04/12/19

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38955	F W WEBB COMPANY	03/22/19 VA-TRK 8 555000	256-43200.610	100.86	22313	04/12/19
		62471705	SUPPLIES			
38955	F W WEBB COMPANY	03/22/19 VA-VARIOUS CREDITS	256-43200.610	-12.08	22313	04/12/19
		62471893	SUPPLIES			
20470	GLOBAL MONTELLO GROUP	03/31/19 VA-VEHICLE FUEL	256-43200.626	468.70	22322	04/12/19
		CL239561	GAS, GREASE AND OIL			
21240	HICKOK & BOARDMAN HRI	03/31/19 VA-HB INVOICE	256-43200.210	99.90	22330	04/12/19
		03312019	HEALTH INS & OTHER BENEFIT			
Report Total				101332.96		

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
20440	AINS WORTH CATHY L	04/10/19 AD trustees 3/26,cap comm 22	210-41320.530 COMMUNICATIONS	614.25	22388	04/19/19
04310	APALACHEE MARINE	02/08/19 ST salt 530347	210-43125.610 WINTER MAINTENANCE	12526.33	22395	04/19/19
04310	APALACHEE MARINE	02/15/19 ST salt 530382	210-43125.610 WINTER MAINTENANCE	17001.51	22395	04/19/19
04310	APALACHEE MARINE	02/27/19 ST salt 530434	210-43125.610 WINTER MAINTENANCE	11975.42	22395	04/19/19
04310	APALACHEE MARINE	03/05/19 ST salt 530530	210-43125.610 WINTER MAINTENANCE	6033.98	22395	04/19/19
10575	BLAISE JANINE	04/09/19 CK election worker 190409EMS	210-15101.000 EXCHANGE - GENERAL	62.50	22399	04/19/19
17120	BOYLE LAKSMI JOSHI	04/09/19 CK election worker 190409EHS	210-41320.820 ELECTIONS	65.00	22400	04/19/19
00530	BRODART CO	04/02/19 BL book B5589455	210-45551.640 ADULT COLLECTION-PRINT &	18.90	22401	04/19/19
00530	BRODART CO	04/02/19 BL book B5589455	210-45551.610 SUPPLIES	0.80	22401	04/19/19
00530	BRODART CO	04/03/19 BL books B5590360	210-45551.640 ADULT COLLECTION-PRINT &	25.91	22401	04/19/19
00530	BRODART CO	04/03/19 BL books B5590360	210-45551.610 SUPPLIES	1.60	22401	04/19/19
00530	BRODART CO	04/04/19 BL book B5591881	210-45551.641 JUVEN COLLECTION-PRNT & E	9.71	22401	04/19/19
00530	BRODART CO	04/04/19 BL book B5591881	210-45551.610 SUPPLIES	0.80	22401	04/19/19
00530	BRODART CO	04/09/19 BL book B5595441	210-45551.641 JUVEN COLLECTION-PRNT & E	13.49	22401	04/19/19
00530	BRODART CO	04/09/19 BL book B5595441	210-45551.610 SUPPLIES	0.80	22401	04/19/19
00530	BRODART CO	04/09/19 BF books B5595548	210-49345.000 LIBRARY DONATION EXPENDIT	60.65	22401	04/19/19
00530	BRODART CO	04/09/19 BL books B5595665	210-45551.641 JUVEN COLLECTION-PRNT & E	59.40	22401	04/19/19
00530	BRODART CO	04/09/19 BL books B5595665	210-45551.610 SUPPLIES	4.80	22401	04/19/19
00530	BRODART CO	04/09/19 BF books B5595729	210-49345.000 LIBRARY DONATION EXPENDIT	86.37	22401	04/19/19
22140	BSC INDUSTRIES INC	04/01/19 ST Seal SS5000 3632346	210-43110.610 SUPPLIES	2.55	22402	04/19/19
22140	BSC INDUSTRIES INC	04/01/19 ST seal SS5000 3632362	210-43110.610 SUPPLIES	1.88	22402	04/19/19
V9941	BUSINESSCARD SERVICES	04/05/19 BL newspapers 030819A	210-45551.640 ADULT COLLECTION-PRINT &	46.00	22403	04/19/19
V9941	BUSINESSCARD SERVICES	04/05/19 LH supplies 031319B	210-41940.610 SUPPLIES	104.89	22403	04/19/19
V9941	BUSINESSCARD SERVICES	04/05/19 AD trustees meeting 031319C	210-41320.560 TRUSTEES EXPENDITURES	14.77	22403	04/19/19
V9941	BUSINESSCARD SERVICES	04/05/19 ADCD postage meter ink 032119E	210-41320.610 SUPPLIES	18.69	22403	04/19/19

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V9941	BUSINESSCARD SERVICES	04/05/19	ADCD postage meter ink 032119E	210-41970.610 SUPPLIES	9.21	22403	04/19/19
V9941	BUSINESSCARD SERVICES	04/05/19	BL volunteer gifts 032419F	210-45551.574 VOLUNTEER EXPENSES	304.86	22403	04/19/19
V9941	BUSINESSCARD SERVICES	04/05/19	AD trustees meeting suppl 032719G	210-41320.560 TRUSTEES EXPENDITURES	12.93	22403	04/19/19
V9941	BUSINESSCARD SERVICES	04/05/19	Late fee 040519IJ	210-43120.610 PAVEMENT MAINTENANCE	41.12	22403	04/19/19
V04609	CENTER POINT LARGE PRINT	04/01/19	BL Books 1675993	210-45551.640 ADULT COLLECTION-PRINT &	93.48	22409	04/19/19
23455	CHITTENDEN SOLID WASTE DI	03/27/19	BL library light bulbs 111000553	210-45551.434 MAINT. BUILDINGS/GROUNDS	22.76	22412	04/19/19
21210	CINTAS LOC # 68M 71 M	04/02/19	ST medical supplies 5013392154	210-43110.612 UNIFORMS,BOOTS,ETC	99.50	22414	04/19/19
21210	CINTAS LOC # 68M 71 M	04/01/19	ST Water cooler lease 9047574611	210-43110.610 SUPPLIES	50.00	22414	04/19/19
23525	CLARK'S TRUCK CENTER INC	04/09/19	ST DEF 2 418329	210-43110.626 GAS,GREASE AND OIL	23.97	22415	04/19/19
06955	CLEMENS DIANE	04/09/19	CK presiding officer 190409EHS	210-41320.820 ELECTIONS	273.75	22416	04/19/19
25120	CLICKTIME.COM	04/05/19	EJRP Online Timesheets 281421	210-45110.330 OTHER PROFESSIONAL SVCS	567.00	22417	04/19/19
14420	COGLEY ROBERT M	04/09/19	CK election worker 190409EMS	210-15101.000 EXCHANGE - GENERAL	77.50	22418	04/19/19
14415	COGLEY SUSAN M	04/09/19	CK election worker 190409EMS	210-15101.000 EXCHANGE - GENERAL	140.00	22419	04/19/19
06965	COSTELLO LINDA	04/09/19	CK election worker 190409EHS	210-41320.820 ELECTIONS	80.00	22423	04/19/19
38280	CRYSTAL ROCK BOTTLED WATE	04/02/19	Maint Water Cooler 040219D1	210-45220.610 SUPPLIES	15.00	22425	04/19/19
24305	DEMCO INC	04/08/19	BL supplies 6586428	210-45551.610 SUPPLIES	371.83	22426	04/19/19
31275	DON WESTON EXCAVATING INC	02/05/19	ST snow removal 21737	210-43125.570 CONTRACT SERVICES	15587.50	22429	04/19/19
31275	DON WESTON EXCAVATING INC	04/04/19	ST 5 corners 21747	210-43125.570 CONTRACT SERVICES	1110.00	22429	04/19/19
25715	DONALD L. HAMLIN CONSULT	03/29/19	ST VEJ misc services 03291919810	210-43110.576 ENGINEERING SERVICES	556.00	22430	04/19/19
25715	DONALD L. HAMLIN CONSULT	03/29/19	ST VEJ capital estimates 03291919833	210-43110.576 ENGINEERING SERVICES	169.50	22430	04/19/19
14265	EARTH WATER SPECIALISTS I	04/03/19	VWST training EWS32519	210-43110.500 TRAINING, CONFERENCES, DU	300.00	22432	04/19/19
01010	ESSEX AGWAY	04/09/19	ST straw 327830	210-43110.616 GRAVEL,TOPSOIL	75.54	22433	04/19/19
19360	ESSEX WESTFORD CHILD NUTR	04/09/19	AD community dinner 2987	210-41320.560 TRUSTEES EXPENDITURES	1162.50	22435	04/19/19
19160	FIRST NATIONAL BANK OMAHA	02/22/19	Credit card purchases 022219D	210-41320.330 OTHER PROFESSIONAL SERVIC	63.98	22438	04/19/19
19005	FIRSTLIGHT FIBER	04/01/19	VA phone/internet 5091656	210-41320.535 TELEPHONE SERVICES	139.41	22441	04/19/19

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19005	FIRSTLIGHT FIBER	04/01/19 VA phone/internet 5091656	210-41940.535 TELEPHONE SERVICES	41.29	22441	04/19/19
19005	FIRSTLIGHT FIBER	04/01/19 VA phone/internet 5091656	210-41970.535 TELEPHONE SERVICES	30.86	22441	04/19/19
19005	FIRSTLIGHT FIBER	04/01/19 VA phone/internet 5091656	210-41320.530 COMMUNICATIONS	34.95	22441	04/19/19
19005	FIRSTLIGHT FIBER	04/01/19 BL tech, phone access 5091790	210-45551.530 TECHNOLOGY ACCESS	39.95	22441	04/19/19
19005	FIRSTLIGHT FIBER	04/01/19 BL tech, phone access 5091790	210-45551.535 TELEPHONE SERVICES	93.04	22441	04/19/19
34895	GAUTHIER TRUCKING, INC.	04/01/19 ST rubbish removal Jackso 1381479	210-43110.565 RUBBISH REMOVAL	93.73	22448	04/19/19
34895	GAUTHIER TRUCKING, INC.	04/01/19 ST rubbish removal Railro 1381481	210-43110.565 RUBBISH REMOVAL	428.03	22448	04/19/19
34895	GAUTHIER TRUCKING, INC.	04/01/19 ST weekly service rubbish 1381611	210-43110.565 RUBBISH REMOVAL	58.36	22448	04/19/19
00820	GLOBAL EQUIPMENT COMPANY	04/11/19 Dog Park Poop Bags 114168889	210-45220.610 SUPPLIES	184.66	22451	04/19/19
30685	GOVERNMENT FINANCE OFF. A	04/03/19 FN GFOA membership renew 0135001 4/19	210-41320.500 TRAINING, CONFERENCES, DU	47.50	22453	04/19/19
07010	GREEN MOUNTAIN POWER CORP	04/09/19 MSP Park & Maint Power 040919D	210-45220.622 ELECTRICAL SERVICE	180.09	22454	04/19/19
07010	GREEN MOUNTAIN POWER CORP	04/09/19 MSP Admin & Bathhouse 040919D1	210-45220.622 ELECTRICAL SERVICE	1595.03	22455	04/19/19
08380	GROVE MARY ELLEN	04/09/19 CK election worker 190409EHS	210-41320.820 ELECTIONS	62.50	22457	04/19/19
06915	HARTIGAN COMPANY	07/29/18 2018 Block Party Portolet 236909	210-41335.835 BLOCK PARTY EXPENSE	300.00	22458	04/19/19
31540	HILL-FLEURY DAWN	04/09/19 CK election worker 190409EMS	210-15101.000 EXCHANGE - GENERAL	20.00	22460	04/19/19
12540	HOYNIK MARY LYNNE	04/09/19 CK election worker 190409EMS	210-15101.000 EXCHANGE - GENERAL	62.50	22461	04/19/19
28070	HP FAIRFIELD LLC	03/19/19 ST trackless 6528497	210-43110.432 VEHICLE MAINTENANCE	810.88	22462	04/19/19
33495	INGRAM LIBRARY SERVICES I	04/10/19 BL books 39645865	210-45551.640 ADULT COLLECTION-PRINT &	30.93	22463	04/19/19
33495	INGRAM LIBRARY SERVICES I	04/10/19 BL book 39648581	210-45551.640 ADULT COLLECTION-PRINT &	132.99	22463	04/19/19
33495	INGRAM LIBRARY SERVICES I	04/10/19 BL book 69645864	210-45551.640 ADULT COLLECTION-PRINT &	9.95	22463	04/19/19
37715	INTEGRITY COMMUNICATIONS	04/08/19 Voice Mail Repair 36572	210-45110.530 COMMUNICATIONS	90.00	22464	04/19/19
23980	INTERSTATE ALL BATTERY CE	04/08/19 ST battery 190320101117	210-43110.432 VEHICLE MAINTENANCE	441.15	22465	04/19/19
V1204	JOHNSON WENDY	04/09/19 CK election worker 190409EHS	210-41320.820 ELECTIONS	20.00	22467	04/19/19
21730	LAROSE-KENT PATTY	04/09/19 CK election worker 190409EHS	210-41320.820 ELECTIONS	65.00	22470	04/19/19
14025	LINCOLN NATIONAL LIFE INS	04/10/19 VA May long,short,disab 050119D	210-41320.210 HEALTH INS & OTHER BENEFIT	142.81	22472	04/19/19

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14025	LINCOLN NATIONAL LIFE INS	04/10/19	VA May long,short,disab 050119D	210-43110.210 HEALTH INS & OTHER BENEFI	157.00	22472	04/19/19
14025	LINCOLN NATIONAL LIFE INS	04/10/19	VA May long,short,disab 050119D	210-43151.210 HEALTH INS & OTHER BENEFI	25.39	22472	04/19/19
14025	LINCOLN NATIONAL LIFE INS	04/10/19	VA May long,short,disab 050119D	210-45551.210 HEALTH INS & OTHER BENEFI	285.60	22472	04/19/19
14025	LINCOLN NATIONAL LIFE INS	04/10/19	VA May long,short,disab 050119D	210-41970.210 HEALTH INS & OTHER BENEFI	95.20	22472	04/19/19
14025	LINCOLN NATIONAL LIFE INS	04/10/19	VA May long,short,disab 050119D	210-41335.210 HEALTH INS & OTHER BENEFI	43.42	22472	04/19/19
14025	LINCOLN NATIONAL LIFE INS	04/10/19	VA May long,short,disab 050119D	210-45110.210 HEALTH INS & OTHER BENEFI	190.40	22472	04/19/19
14025	LINCOLN NATIONAL LIFE INS	04/10/19	VA May long,short,disab 050119D	210-45220.210 HEALTH INS & OTHER BENEFI	92.34	22472	04/19/19
27295	MAPLEHURST FLORIST	04/16/19	AD cards 61396	210-41320.610 SUPPLIES	5.98	22474	04/19/19
V10462	MONAGHAN SAFER DUCHAM PL	04/04/19	AD March 2019 legal 12091213	210-41320.320 LEGAL SERVICES	388.50	22477	04/19/19
19885	MSDSOONLINE DBA VELOCITYEH	04/08/19	VA SDS system 198230	210-42220.570 MAINTENANCE OTHER	214.77	22478	04/19/19
19885	MSDSOONLINE DBA VELOCITYEH	04/08/19	VA SDS system 198230	210-41940.434 MAINT. BUILDINGS/GROUNDS	85.91	22478	04/19/19
19885	MSDSOONLINE DBA VELOCITYEH	04/08/19	VA SDS system 198230	210-43110.434 MAINT. BUILDINGS/GROUNDS	286.35	22478	04/19/19
19885	MSDSOONLINE DBA VELOCITYEH	04/08/19	VA SDS system 198230	210-45551.434 MAINT. BUILDINGS/GROUNDS	71.59	22478	04/19/19
19885	MSDSOONLINE DBA VELOCITYEH	04/08/19	VA SDS system 198230	210-45220.434 MAINTENANCE-BUILDINGS/GRO	143.18	22478	04/19/19
V10729	OVERDRIVE INC	04/05/19	BL books 0145DA106576	210-45551.640 ADULT COLLECTION-PRINT &	371.46	22481	04/19/19
22190	PARMELEE WILLIAM R	04/09/19	CK election worker 190409EMS	210-15101.000 EXCHANGE - GENERAL	62.50	22483	04/19/19
24100	PERMA-LINE CORP.OF NEW EN	04/02/19	ST signs 173241	210-43110.617 SIGNS AND POSTS	77.70	22485	04/19/19
08110	POULIN ELIZABETH	04/09/19	CK election worker 190409EMS	210-15101.000 EXCHANGE - GENERAL	62.50	22487	04/19/19
12855	SHEARER CATHERINE F	04/09/19	CK election worker 190409EHS	210-41320.820 ELECTIONS	20.00	22498	04/19/19
29835	SHERWIN-WILLIAMS	04/05/19	ST brushes 27861	210-43110.610 SUPPLIES	24.93	22500	04/19/19
29835	SHERWIN-WILLIAMS	04/10/19	ST painting supplies 29594	210-43110.432 VEHICLE MAINTENANCE	117.91	22500	04/19/19
00085	SONNICK JOHN	04/09/19	CK Presiding officer 190409EMS	210-15101.000 EXCHANGE - GENERAL	213.75	22502	04/19/19
12890	U S BANK	03/15/19	VA-BOND PAYMENTS 031519	210-47216.000 CAPITAL IMP - INTEREST	35978.28	22515	04/19/19
11935	VIKING-CIVES USA	03/28/19	ST tailgate 4489896	210-43110.432 VEHICLE MAINTENANCE	310.02	22523	04/19/19
24520	VT SYSTEMS INC.	04/10/19	RecTrac Support 62221	210-45110.530 COMMUNICATIONS	385.00	22529	04/19/19

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07565	W B MASON CO INC	04/02/19	Office Supplies I65034742	210-45110.610 SUPPLIES	213.44	22531	04/19/19
07565	W B MASON CO INC	04/09/19	Toilet Paper I65262138	210-45220.610 SUPPLIES	55.40	22531	04/19/19
V9941	BUSINESSCARD SERVICES	04/05/19	SR tickets for SR trip 031419D	225-45122.810 TRIP EXPENSES	2126.34	22403	04/19/19
25190	A C MOORE ARTS & CRAFTS A	04/08/19	Fleming VK Supplies 059902	226-45120.610 SUPPLIES	71.46	22385	04/19/19
17110	AMERICAN CARNIVAL MART	04/02/19	Easter Eggs 252440	226-45115.610 SUPPLIES	924.00	22392	04/19/19
25595	AMERICAN RED CROSS	04/10/19	Babysitting Class 22180794	226-45115.330 OTHER PROFESSIONAL SVCS	130.00	22393	04/19/19
12370	CHILD CARE RESOURCE	04/09/19	CCR Training - Malm 5/29 040919D	226-45120.330 OTHER PROFESSIONAL SVCS	95.00	22411	04/19/19
38280	CRYSTAL ROCK BOTTLED WATE	04/02/19	EJRP Water 040219D	226-45115.610 SUPPLIES	53.00	22424	04/19/19
19215	GENGRAS CASSANDRA	04/15/19	AEP Session IV Art 041519D	226-45120.330 OTHER PROFESSIONAL SVCS	504.00	22449	04/19/19
20195	GET AIR	04/15/19	Hiawatha VK Field Trip 041519D	226-45120.580 TRAVEL	637.00	22450	04/19/19
14025	LINCOLN NATIONAL LIFE INS	04/10/19	VA May long,short,disab 050119D	226-45120.210 HEALTH INS & OTHER BENEFI	237.12	22472	04/19/19
14025	LINCOLN NATIONAL LIFE INS	04/10/19	VA May long,short,disab 050119D	226-45121.210 HEALTH INS & OTHER BENEFI	184.46	22472	04/19/19
14025	LINCOLN NATIONAL LIFE INS	04/10/19	VA May long,short,disab 050119D	226-45110.210 HEALTH INS & OTHER BENEFI	47.59	22472	04/19/19
25035	LIQUID STUDIO	04/15/19	AEP Session V Brochure 19038	226-45120.330 OTHER PROFESSIONAL SVCS	200.00	22473	04/19/19
20620	RASCO LAURA	04/11/19	PS Playgroup Coordinator 041119D	226-45120.330 OTHER PROFESSIONAL SVCS	240.00	22490	04/19/19
24830	REINHART FOODSERVICE	04/02/19	MSP VK Snack 135778	226-45120.610 SUPPLIES	86.93	22491	04/19/19
24830	REINHART FOODSERVICE	04/08/19	Fleming VK Snack 139540	226-45120.610 SUPPLIES	36.53	22491	04/19/19
24830	REINHART FOODSERVICE	04/08/19	Fleming VK Snack 139551	226-45120.610 SUPPLIES	38.07	22491	04/19/19
24830	REINHART FOODSERVICE	04/08/19	Hiawatha VK Snack 139566	226-45120.610 SUPPLIES	137.04	22491	04/19/19
24830	REINHART FOODSERVICE	04/08/19	Hiawatha VK Snack 139572	226-45120.610 SUPPLIES	15.05	22491	04/19/19
24830	REINHART FOODSERVICE	04/09/19	MSP VK Snack 140001	226-45120.610 SUPPLIES	141.54	22491	04/19/19
24830	REINHART FOODSERVICE	04/09/19	Summit VK Snack 140388	226-45120.610 SUPPLIES	127.53	22491	04/19/19
24830	REINHART FOODSERVICE	04/15/19	Enrichment Snack 140925	226-45120.610 SUPPLIES	124.77	22491	04/19/19
24830	REINHART FOODSERVICE	04/15/19	Hiawatha VK Snack 141611	226-45120.610 SUPPLIES	63.80	22491	04/19/19
24830	REINHART FOODSERVICE	04/15/19	Summit VK Snack 142257	226-45120.610 SUPPLIES	105.06	22491	04/19/19

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24830	REINHART FOODSERVICE	04/15/19	Fleming VK Snack 142666	226-45120.610 SUPPLIES	187.20	22491	04/19/19
24830	REINHART FOODSERVICE	04/16/19	MSP VK Snack 143191	226-45120.610 SUPPLIES	53.75	22491	04/19/19
23495	STUDENT TRANSPORTATION OF	03/31/19	Hiawatha VK Field Trip 70040983	226-45120.580 TRAVEL	165.34	22507	04/19/19
17105	VAIDA DEANNA ELIZABETH	04/12/19	Intro to Google Apps Prog 041219D	226-45115.330 OTHER PROFESSIONAL SVCS	167.67	22518	04/19/19
25315	VESPA'S PIZZA PASTA & DEL	02/22/19	Summit VK Snack 022219D	226-45120.610 SUPPLIES	76.00	22522	04/19/19
25315	VESPA'S PIZZA PASTA & DEL	04/10/19	Pizza For Egg Stuffers 041019D	226-45115.610 SUPPLIES	28.00	22522	04/19/19
25315	VESPA'S PIZZA PASTA & DEL	04/15/19	VK Staff Training Food 041519D	226-45120.610 SUPPLIES	99.00	22522	04/19/19
07565	W B MASON CO INC	04/04/19	PS Supplies I65131190	226-45121.610 SUPPLIES	37.98	22531	04/19/19
42625	ALDRICH & ELLIOTT PC	04/04/19	ST 2/24-3/30 78648	230-46801.715 Fairview Main St ERP	1676.81	22389	04/19/19
09325	DJ'S TREE SERVICE & LOGGI	04/11/19	ST tree removal 15433	230-46801.715 Fairview Main St ERP	3600.00	22428	04/19/19
V10462	MONAGHAN SAFER DUCHAM PL	04/04/19	AD March 2019 legal 12091213	230-46801.008 CRESCENT CONNECTOR	1617.00	22477	04/19/19
05590	STONE ENVIRONMENTAL INC	04/12/19	ST pcsp development grant 12561	230-46801.725 CA0530 Phosphorus Control	1744.33	22506	04/19/19
19615	DERO	04/11/19	Fix-It Station 00036150	233-46801.009 PARK AMENITIES	1522.00	22427	04/19/19
V10695	SUNSET TREE CARE	04/13/19	Tree Maintenance 041319D	233-46801.003 LANDSCAPING	950.00	22508	04/19/19
22140	BSC INDUSTRIES INC	04/01/19	ST Seal SS5000 3632346	254-43200.610 SUPPLIES	0.42	22402	04/19/19
22140	BSC INDUSTRIES INC	04/01/19	ST seal SS5000 3632362	254-43200.610 SUPPLIES	0.31	22402	04/19/19
V9941	BUSINESSCARD SERVICES	04/05/19	VW water phone case 033119H	254-43200.610 SUPPLIES	53.49	22403	04/19/19
14265	EARTH WATER SPECIALISTS I	04/03/19	VWST training EWS32519	254-43200.500 TRAINING, CONFERENCES, DU	300.00	22432	04/19/19
14265	EARTH WATER SPECIALISTS I	04/03/19	VW exam prep Trevor B EWS4519	254-43200.500 TRAINING, CONFERENCES, DU	709.52	22432	04/19/19
14025	LINCOLN NATIONAL LIFE INS	04/10/19	VA May long,short,disab 050119D	254-43200.210 HEALTH INS & OTHER BENEFI	118.34	22472	04/19/19
38760	TI-SALES INC	04/04/19	VWSA water meters INV0103108	254-43330.002 METER REPLACEMENT PROGRAM	957.00	22513	04/19/19
38760	TI-SALES INC	04/08/19	VWSA water meters INV0103282	254-43330.002 METER REPLACEMENT PROGRAM	8159.83	22513	04/19/19
12890	U S BANK	03/15/19	VA-BOND PAYMENTS 031519	254-43330.005 SERIES 3 BOND INTEREST	7951.24	22515	04/19/19
14685	ALLIANCE MECHANICAL INC	03/29/19	WW Svc admin EQ others 034957	255-43200.570 MAINTENANCE OTHER	3131.00	22390	04/19/19
22140	BSC INDUSTRIES INC	04/01/19	ST Seal SS5000 3632346	255-43200.610 SUPPLIES	0.43	22402	04/19/19

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22140	BSC INDUSTRIES INC	04/01/19 ST seal SS5000 3632362	255-43200.610 SUPPLIES	0.31	22402	04/19/19
11375	CASELLA WASTE MANAGEMENT	04/01/19 WW April grit 2891357	255-43200.565 GRIT DISPOSAL	948.52	22406	04/19/19
23455	CHITTENDEN SOLID WASTE DI	04/02/19 WW 59.42 wet tons 20192ESS	255-43200.568 SLUDGE MANAGEMENT	5376.92	22413	04/19/19
38955	F W WEBB COMPANY	03/29/19 WW grit collector 62547523	255-43200.570 MAINTENANCE OTHER	26.64	22436	04/19/19
38955	F W WEBB COMPANY	04/01/19 WW cutting tools 62559823	255-43200.570 MAINTENANCE OTHER	60.39	22436	04/19/19
38955	F W WEBB COMPANY	04/05/19 WW pump lab chem 62638479	255-43200.570 MAINTENANCE OTHER	375.64	22436	04/19/19
19005	FIRSTLIGHT FIBER	04/01/19 WW March phone/internet 5091655	255-43200.535 TELEPHONE SERVICES	177.94	22440	04/19/19
14025	LINCOLN NATIONAL LIFE INS	04/10/19 VA May long,short,disab 050119D	255-43200.210 HEALTH INS & OTHER BENEFI	245.27	22472	04/19/19
19885	MSDSOONLINE DBA VELOCITYEH	04/08/19 VA SDS system 198230	255-43200.570 MAINTENANCE OTHER	715.89	22478	04/19/19
03160	P & H SENESAC INC	04/05/19 WW rag transport to LF 20092	255-43330.002 DIGESTER CLEANING	1000.00	22482	04/19/19
28785	SHEARER CHEVROLET CO. INC	04/10/19 WW plow truck air bag 494279	255-43200.432 VEHICLE MAINTENANCE	482.99	22499	04/19/19
V2159	SURPASS CHEMICAL CO INC	04/01/19 WW bulk sod hypochloride 332974	255-43200.619 CHEMICALS	4174.58	22509	04/19/19
12890	U S BANK	03/15/19 VA-BOND PAYMENTS 031519	255-43330.001 RZEDB Interest	20787.57	22515	04/19/19
12890	U S BANK	03/15/19 VA-BOND PAYMENTS 031519	255-43330.001 RZEDB Interest	1098.80	22515	04/19/19
22140	BSC INDUSTRIES INC	04/01/19 ST Seal SS5000 3632346	256-43200.610 SUPPLIES	5.10	22402	04/19/19
22140	BSC INDUSTRIES INC	04/01/19 ST seal SS5000 3632362	256-43200.610 SUPPLIES	3.75	22402	04/19/19
14025	LINCOLN NATIONAL LIFE INS	04/10/19 VA May long,short,disab 050119D	256-43200.210 HEALTH INS & OTHER BENEFI	111.60	22472	04/19/19
12160	PEOPLES UNITED BANK	02/26/19 SA-RFI-157 PS UPGRADE 5119D	256-22501.001 PS Upgrd SRF Loan RF1-157	48892.92	22484	04/19/19
12160	PEOPLES UNITED BANK	02/26/19 SA-RFI-157 PS UPGRADE 5119D	256-43330.009 RF1-157 PS UpGrd Admin Fe	18226.58	22484	04/19/19
02050	RON BUSHEY'S SUNOCO	04/04/19 SA parts & labor 16040419	256-43200.570 MAINTENANCE OTHER	167.00	22493	04/19/19
38760	TI-SALES INC	04/04/19 VWSA water meters INV0103108	256-43330.002 METER REPLACEMENT PROGRAM	1914.00	22513	04/19/19
38760	TI-SALES INC	04/08/19 VWSA water meters INV0103282	256-43330.002 METER REPLACEMENT PROGRAM	16319.67	22513	04/19/19
36130	VERIZON WIRELESS	03/23/19 VA 2/24-3/23 VPN 9826855411	256-43200.434 PUMP STATION MAINTENANCE	149.96	22521	04/19/19
36130	VERIZON WIRELESS	03/23/19 VA 2/24-3/23 VPN 9826855411	256-43220.001 SUSIE WILSON PS COSTS	33.32	22521	04/19/19
36130	VERIZON WIRELESS	03/23/19 VA 2/24-3/23 VPN 9826855411	256-43220.002 WEST ST PS COSTS	33.32	22521	04/19/19

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HPackard

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

Vendor	Invoice	Invoice Description		Amount	Check	Check
	Date	Invoice Number	Account	Paid	Number	Date
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		Report Total		276054.69		
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Susan -

Thank you for forwarding Mr. Lafrance's email. I duly note his concern and will add that this isn't the first time we've heard this objection to the Village budget voice voting process (which is the same method used by most other Vt municipalities). I can only repeat what the former Village attorney explained to me. The Village charter says that voters are to gather at annual meeting to "discuss and adopt the budget presented." Discussing & adopting the budget are considered two inseparable components of a single process. If you can't be present to listen to and participate in the budget discussion then you can't vote on it. The two actions go hand in hand and can't be divided. I can't explain why the 19th century framers of the charter arranged it this way. I suspect they probably had limited resources for getting printed materials out to voters ahead of time and just assumed the only way voters could know what they were voting on was to be present at annual meeting. Therefore, something that made sense to them wound up being a restrictive process for us. Perhaps there's another reason. I believe there's likely to be a push to revise the budget voting process in the upcoming governance change proposal in 2020, and make it by Australian ballot. I suspect this won't assuage Mr. Lafrance's concerns but perhaps it will help a bit to know why we're required to do things this way and that we're seriously considering changing the process.

Finally, I will ask Tammy to copy Mr. Lafrance's correspondence into the reading file to be added to our next Trustee agenda. Thank you.

George

George Tyler, President
Village of Essex Junction
2 Lincoln Street
Essex Junction, VT 05452
(802) 878-6944 (Village Office)
(802) 310-8215 (Mobile)

From: Susan McNamara-Hill
Sent: Thursday, March 28, 2019 3:00:23 PM
To: Village of Essex Trustees
Cc: Jason LaFrance
Subject: FW: Early voting

Trustees:

I am forwarding an email correspondence I had earlier today from a resident expressing concerns about early voting opportunities.

Susan

Susan McNamara-Hill, Clerk/Treasurer
Village of Essex Junction
Town of Essex
81 Main Street

Essex Junction, VT 05452

802-879-0413



From: Jason LaFrance <jason.lafrance@gmail.com>
Sent: Thursday, March 28, 2019 9:53 AM
To: Susan McNamara-Hill <SMcnamarahill@ESSEX.ORG>
Subject: Re: Early voting

Please copy me on the message you send to our Board of Trustees when you express my concerns.

Thank you,
Jason LaFrance

On Thu, Mar 28, 2019 at 9:46 AM Susan McNamara-Hill <SMcnamarahill@essex.org> wrote:
You have the right to elect your representatives, the Board of Trustees, who prepare the budget and present it at Village meeting. I will pass your concerns on to the trustees.
Susan

Susan McNamara-Hill, Clerk/Treasurer
Village of Essex Junction
Town of Essex
81 Main Street
Essex Junction, VT 05452
802-879-0413



From: Jason LaFrance <jason.lafrance@gmail.com>
Sent: Thursday, March 28, 2019 9:42 AM
To: Susan McNamara-Hill <SMcnamarahill@ESSEX.ORG>
Subject: Re: Early voting

Every resident should have the right to vote. Sorry but this is NOT right and unfair. We have lives and have to work and sometimes that is out of town. There should be accommodations for this.

Regards,
Jason LaFrance

On Thu, Mar 28, 2019 at 9:34 AM Susan McNamara-Hill <SMcnamarahill@essex.org> wrote:

Sorry, that is not possible unless you are at the meeting on April 3rd.

Susan McNamara-Hill, Clerk/Treasurer
Village of Essex Junction
Town of Essex
81 Main Street
Essex Junction, VT 05452
802-879-0413



From: Jason LaFrance <jason.lafrance@gmail.com>
Sent: Thursday, March 28, 2019 9:32 AM
To: Susan McNamara-Hill <SMcnamarahill@ESSEX.ORG>
Cc: Tammy Getchell <tgetchell@essexjunction.org>
Subject: Re: Early voting

I want to be able to vote on the Village Budget.

Jason

On Thu, Mar 28, 2019 at 8:33 AM Susan McNamara-Hill <SMcnamarahill@essex.org> wrote:
Hi Jason:

Early voting is available only for the offices (Moderator, Trustee, Library Trustee). The budget vote is from the floor and only those present at the meeting on April 3rd will be able to vote on the village budget. If you would like an early ballot for the April 9th election (also includes the school budget and school board candidates), please let me know and I can send you a ballot or you can stop in at the Town office building, 81 Main Street, to cast your ballot now.

Please let me know if you have any questions.

Susan

Susan McNamara-Hill, Clerk/Treasurer
Village of Essex Junction
Town of Essex
81 Main Street
Essex Junction, VT 05452
802-879-0413



VILLAGE OF ESSEX JUNCTION

Village Meeting

April 3 & 9, 2019

ELECTION RESULTS

ARTICLE 5:

To elect Village officers required by law including: Moderator (one year term); one Village Trustee (one year term); three Library Trustees (one 2-year term, one 4-year term, one 5-year term)?

		Total
Moderator:	Steven M. Eustis	422 *
	Write-in	4
	Undervotes	29
Trustee:	Raj Chawla	303 *
	Amber Thibeault	118
	Write-in	0
	Undervotes	34
Library Trustee (2 yr)	Jeanne C. Grant	419 *
	Write-in	2
	Undervotes	34
Library Trustee (4 yr)	Helen Soule Donahey	409 *
	Write-in	2
	Undervotes	44
Library Trustee (5 yr)	Beth Custer	408 *
	Write-in	4
	Undervotes	43

*Elected

Registered voters:	7,576	
Voted Early/Absentee	41	
Total Votes (includes early/absentee)		455

Voted at Village Meeting 4/3/19 (floor vote)

Article 1. Shall the voters act upon the report of the auditor?	Passed by voice vote
Article 2. Shall the voters approve an annual General Fund Budget in the amount of \$5,164,913 for fiscal year July 1, 2019 to June 30, 2020, \$3,556,422 of which is to be levied in taxes against the Village Grand List?	Passed by voice vote
Article 3. Shall the voters approve holding the 2020 Annual Meeting on Wednesday, April 1, 2020 to act upon any articles not involving voting by Australian ballot and to reconvene on Tuesday, April 14, 2020 to vote for the Village officers and transact any business involving voting by Australian ballot?	Passed by voice vote

Number of Voters at Town Meeting night: 116

Number of Voters on checklist: 7,566

ATTEST: Susan McNamara-Hill, Clerk

Susan McNamara-Hill

GENERAL FUND

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
210-31101.000 PROPERTY TAXES-CURRENT	3,423,606.00	1,857,806.80	1,565,799.20 54.26%	0.00
210-33546.000 STATE FOR VT PILOT & CURR	2,000.00	0.00	2,000.00 0.00%	0.00
210-33582.000 ESSEX TOWN CONTRIB. TO LI	15,000.00	0.00	15,000.00 0.00%	0.00
210-33582.001 TOWN STORMWATER PAYMENT	64,367.00	48,275.25	16,091.75 75.00%	16,091.75
210-33582.002 TOWN STREET DEPT PAYMENT	1,080,759.00	810,569.25	270,189.75 75.00%	270,189.75
210-34130.000 LICENSE AND ZONING FEE	58,000.00	11,008.00	46,992.00 18.98%	1,783.00
210-34131.000 WHITCOMB FARM SOLAR PILOT	5,000.00	6,741.50	-1,741.50 134.83%	6,741.50
210-34221.000 MISCELLANEOUS FIRE RECEIP	20.00	40.00	-20.00 200.00%	10.00
210-35130.000 STATE DISTRICT COURT FINE	1,500.00	1,767.00	-267.00 117.80%	38.50
210-36102.000 INTEREST EARNINGS	2,000.00	2,093.78	-93.78 104.69%	0.00
210-36201.000 PARKING SPACE FEES	2,400.00	3,600.00	-1,200.00 150.00%	400.00
210-36400.000 BLOCK PARTY CONTRIBUTIONS	1,500.00	1,050.00	450.00 70.00%	0.00
210-36603.000 MISC. - UNCLASSIFIED RECE	2,000.00	2,153.05	-153.05 107.65%	1,794.04
210-36605.000 MISCELLANEOUS STREET RECE	4,000.00	3,139.00	861.00 78.48%	0.00
210-36606.000 MISCELLANEOUS LIBRARY REC	500.00	427.50	72.50 85.50%	167.60
210-36606.010 REC & PARK NON-RES FEES	22,000.00	7,308.21	14,691.79 33.22%	150.00
210-39154.000 SERVICE FEE - WATER	94,014.00	70,510.50	23,503.50 75.00%	23,503.50
210-39155.000 SERVICE FEE - WWTP	47,007.00	35,255.25	11,751.75 75.00%	11,751.75
210-39156.000 SERVICE FEE - SANITATION	94,014.00	70,510.50	23,503.50 75.00%	23,503.50
210-395 UNBUDGETED REVENUE				
210-39508.000 DONATIONS TO LIBRARY	0.00	9,424.50	-9,424.50 100.00%	0.00
210-39508.001 BROWNELL LIBRARY GRANTS	0.00	492.50	-492.50 100.00%	0.00
210-39510.000 MISC GRANTS	0.00	2,550.00	-2,550.00 100.00%	0.00
210-39590.001 ADULT REPLACEMENT RECEIPT	0.00	945.77	-945.77 100.00%	392.00
210-39590.002 JUVENILE REPLACEMENT RECE	0.00	707.00	-707.00 100.00%	413.00
Total UNBUDGETED REVENUE	0.00	14,119.77	-14,119.77 100.00%	805.00
Total Revenues	4,919,687.00	2,946,375.36	1,973,311.64 59.89%	356,929.89
210-41 GENERAL GOVERNMENT				
210-413 GENERAL EXPENSES				
210-41320 ADMINISTRATION				
210-41320.1 ADMIN SALARIES				
210-41320.110 SALARIES REGULAR	208,400.00	185,618.13	22,781.87 89.07%	16,084.94
210-41320.130 SALARIES OVERTIME	6,500.00	1,157.56	5,342.44 17.81%	157.40
210-41320.140 SALARIES PART TIME	5,025.00	3,068.16	1,956.84 61.06%	456.20
210-41320.150 MANAGER CONTRACT	65,000.00	48,750.03	16,249.97 75.00%	5,416.67
210-41320.152 SHARED EMPLOYEE EXPENSE	25,763.00	16,194.51	9,568.49 62.86%	1,799.39
Total ADMIN SALARIES	310,688.00	254,788.39	55,899.61 82.01%	23,914.60
210-41320.2 ADMIN BENEFITS				
210-41320.210 HEALTH INS & OTHER BENEFIT	45,869.00	43,814.69	2,054.31 95.52%	8,678.13
210-41320.220 SOCIAL SECURITY	17,096.00	15,899.10	1,196.90 93.00%	1,439.42
210-41320.226 WORKERS COMP INSURANCE	684.00	613.61	70.39 89.71%	56.86
210-41320.230 RETIREMENT	20,840.00	19,013.44	1,826.56 91.24%	1,749.68
210-41320.250 UNEMPLOYMENT INSURANCE	300.00	228.70	71.30 76.23%	36.10
210-41320.291 HEALTH IMPROV PROGRAMS	1,600.00	45.18	1,554.82 2.82%	0.00

GENERAL FUND

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
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Total ADMIN BENEFITS	86,389.00	79,614.72	6,774.28	92.16%	11,960.19
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210-41320.310 BOARD MEMBER FEES	2,500.00	1,875.00	625.00	75.00%	625.00
210-41320.320 LEGAL SERVICES	15,000.00	17,505.50	-2,505.50	116.70%	2,505.00
210-41320.330 OTHER PROFESSIONAL SERVIC	1,000.00	1,059.38	-59.38	105.94%	18.75
210-41320.335 AUDIT	6,160.00	7,315.00	-1,155.00	118.75%	0.00
210-41320.340 COMPUTER EXPENSES	2,220.00	2,084.83	135.17	93.91%	0.00
210-41320.442 LEASED SERVICES	4,525.00	2,530.10	1,994.90	55.91%	369.87
210-41320.500 TRAINING, CONFERENCES, DU	9,300.00	3,507.33	5,792.67	37.71%	124.62
210-41320.521 LIABILITY & PROPERTY INS.	4,239.00	4,837.31	-598.31	114.11%	0.00
210-41320.522 PUBLIC OFFICIALS LIABILIT	5,727.00	5,315.00	412.00	92.81%	0.00
210-41320.530 COMMUNICATIONS	18,387.00	15,821.82	2,565.18	86.05%	4,385.79
210-41320.535 TELEPHONE SERVICES	1,700.00	1,260.13	439.87	74.13%	139.66
210-41320.536 POSTAGE	2,000.00	2,529.20	-529.20	126.46%	235.00
210-41320.550 PRINTING AND ADVERTISING	5,000.00	547.85	4,452.15	10.96%	0.00
210-41320.560 TRUSTEES EXPENDITURES	4,000.00	1,074.41	2,925.59	26.86%	50.00
210-41320.571 PAY & CLASSIFICATION STUD	200.00	0.00	200.00	0.00%	0.00
210-41320.572 INTERVIEW COSTS	0.00	1,728.75	-1,728.75	100.00%	0.00
210-41320.580 TRAVEL	300.00	220.95	79.05	73.65%	11.72
210-41320.610 SUPPLIES	5,000.00	4,209.64	790.36	84.19%	0.00
210-41320.820 ELECTIONS	1,500.00	0.00	1,500.00	0.00%	0.00
210-41320.835 HOLIDAY EXPENSE	1,300.00	45.00	1,255.00	3.46%	0.00
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Total ADMINISTRATION	487,135.00	407,870.31	79,264.69	83.73%	44,340.20
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210-41335 ECONOMIC DEVELOPMENT					
210-41335.1 ECON DEV SALARIES					
210-41335.110 SALARIES REGULAR	32,135.00	10,773.56	21,361.44	33.53%	0.00
210-41335.130 SALARIES OVERTIME	0.00	44.80	-44.80	100.00%	0.00
210-41335.140 SALARIES PART TIME	4,950.00	2,700.00	2,250.00	54.55%	0.00
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Total ECON DEV SALARIES	37,085.00	13,518.36	23,566.64	36.45%	0.00
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210-41335.2 ECON DEV BENEFITS					
210-41335.210 HEALTH INS & OTHER BENEFI	28,513.00	20,988.28	7,524.72	73.61%	4,862.19
210-41335.220 SOCIAL SECURITY	2,837.00	855.04	1,981.96	30.14%	0.00
210-41335.226 WORKERS COMP INSURANCE	106.00	40.59	65.41	38.29%	0.00
210-41335.230 RETIREMENT	3,214.00	1,077.56	2,136.44	33.53%	0.00
210-41335.250 UNEMPLOYMENT INSURANCE	65.00	35.22	29.78	54.18%	0.00
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Total ECON DEV BENEFITS	34,735.00	22,996.69	11,738.31	66.21%	4,862.19
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210-41335.521 LIABILITY & PROPERTY INS.	170.00	341.66	-171.66	200.98%	0.00
210-41335.810 COMMUNITY EVENTS & PROGRA	8,280.00	7,170.33	1,109.67	86.60%	0.00
210-41335.811 ANNUAL SUPPORT OF ORGNIZA	9,000.00	7,530.00	1,470.00	83.67%	0.00
210-41335.812 NEW PROGRAMS	2,500.00	0.00	2,500.00	0.00%	0.00
210-41335.813 MATCHING GRANT FUNDS	20,000.00	9,090.02	10,909.98	45.45%	0.00
210-41335.835 BLOCK PARTY EXPENSE	7,000.00	6,556.00	444.00	93.66%	0.00
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Total ECONOMIC DEVELOPMENT	118,770.00	67,203.06	51,566.94	56.58%	4,862.19

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date

Total GENERAL EXPENSES	605,905.00	475,073.37	130,831.63	78.41%	49,202.39

210-41940 LINCOLN HALL					
210-41940.410 WATER AND SEWER CHARGE	1,000.00	618.57	381.43	61.86%	0.00
210-41940.411 PARK ST SCHL WATER/SEWER	575.00	565.25	9.75	98.30%	0.00
210-41940.423 CONTRACT SERVICES	9,000.00	6,850.00	2,150.00	76.11%	1,350.00
210-41940.434 MAINT. BUILDINGS/GROUNDS	9,500.00	4,544.37	4,955.63	47.84%	1,190.09
210-41940.521 LIABILITY & PROPERTY INS.	5,372.00	4,630.44	741.56	86.20%	0.00
210-41940.535 TELEPHONE SERVICES	480.00	369.43	110.57	76.96%	41.14
210-41940.565 RUBBISH REMOVAL	2,000.00	1,355.35	644.65	67.77%	198.45
210-41940.566 PRK ST SCHL-RUBBISH REM	600.00	520.44	79.56	86.74%	0.00
210-41940.610 SUPPLIES	2,000.00	810.42	1,189.58	40.52%	17.48
210-41940.622 ELECTRICAL SERVICE	7,500.00	5,337.94	2,162.06	71.17%	1,285.39
210-41940.623 HEATING/NATURAL GAS	6,400.00	3,845.59	2,554.41	60.09%	1,112.93
210-41940.624 PARK ST. ELECTRICITY	4,000.00	2,714.84	1,285.16	67.87%	319.91
210-41940.625 PARK ST. SCHOOL NAT GAS	2,500.00	2,250.65	249.35	90.03%	622.25

Total LINCOLN HALL	50,927.00	34,413.29	16,513.71	67.57%	6,137.64

210-41970 COMMUNITY DEVELOPMENT					
210-41970.1 COM DEV SALARIES					
210-41970.110 SALARIES REGULAR	145,419.00	106,423.19	38,995.81	73.18%	11,226.08
210-41970.130 SALARIES OVERTIME	0.00	76.50	-76.50	100.00%	0.00

Total COM DEV SALARIES	145,419.00	106,499.69	38,919.31	73.24%	11,226.08

210-41970.2 COM DEV BENEFITS					
210-41970.210 HEALTH INS & OTHER BENEFIT	32,128.00	16,076.47	16,051.53	50.04%	3,015.34
210-41970.220 SOCIAL SECURITY	11,454.00	8,567.57	2,886.43	74.80%	948.86
210-41970.226 WORKERS COMP INSURANCE	415.00	325.73	89.27	78.49%	34.28
210-41970.230 RETIREMENT	14,542.00	10,583.10	3,958.90	72.78%	1,122.64
210-41970.250 UNEMPLOYMENT INSURANCE	113.00	300.89	-187.89	266.27%	34.28

Total COM DEV BENEFITS	58,652.00	35,853.76	22,798.24	61.13%	5,155.40

210-41970.310 BOARD MEMBER FEES	3,600.00	2,700.00	900.00	75.00%	900.00
210-41970.320 LEGAL SERVICES	12,000.00	0.00	12,000.00	0.00%	0.00
210-41970.330 OTHER PROFESSIONAL SVCS	6,000.00	883.50	5,116.50	14.73%	883.50
210-41970.500 TRAINING,CONF,DUES	3,000.00	695.97	2,304.03	23.20%	0.00
210-41970.521 LIABILITY & PROPERTY INS.	3,042.00	3,392.97	-350.97	111.54%	0.00
210-41970.522 PUBLIC OFFICIALS LIABILIT	5,727.00	5,315.00	412.00	92.81%	0.00
210-41970.530 COMMUNICATIONS	1,500.00	627.25	872.75	41.82%	262.00
210-41970.535 TELEPHONE SERVICES	1,644.00	1,274.39	369.61	77.52%	70.77
210-41970.536 POSTAGE	700.00	141.21	558.79	20.17%	0.00
210-41970.550 PRINTING AND ADVERTISING	3,000.00	574.06	2,425.94	19.14%	108.00
210-41970.580 TRAVEL	2,400.00	1,828.89	571.11	76.20%	200.00
210-41970.610 SUPPLIES	2,000.00	579.73	1,420.27	28.99%	26.78
210-41970.700 BIKE/WALK COMMITTEE	5,000.00	0.00	5,000.00	0.00%	0.00

Total COMMUNITY DEVELOPMENT	253,684.00	160,366.42	93,317.58	63.22%	18,832.53

GENERAL FUND

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
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Total GENERAL GOVERNMENT	910,516.00	669,853.08	240,662.92	73.57%	74,172.56
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210-42220 FIRE DEPARTMENT					
210-42220.1 FIRE SALARIES					
210-42220.140 SALARIES - FIREFIGHTERS	189,000.00	145,022.72	43,977.28	76.73%	17,222.77
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Total FIRE SALARIES	189,000.00	145,022.72	43,977.28	76.73%	17,222.77
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210-42220.2 FIRE BENEFITS					
210-42220.200 EMPLOYEE ASSISTANCE PROGR	864.00	648.00	216.00	75.00%	0.00
210-42220.210 ACCIDENT & DISABILITY INS	3,600.00	3,267.92	332.08	90.78%	0.00
210-42220.220 SOCIAL SECURITY	14,510.00	10,739.16	3,770.84	74.01%	1,214.27
210-42220.226 WORKERS COMP INSURANCE	32,130.00	26,104.20	6,025.80	81.25%	3,100.12
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Total FIRE BENEFITS	51,104.00	40,759.28	10,344.72	79.76%	4,314.39
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210-42220.410 WATER AND SEWER CHARGE	610.00	352.02	257.98	57.71%	0.00
210-42220.432 VEHICLE MAINTENANCE	18,000.00	16,488.36	1,511.64	91.60%	4,576.53
210-42220.434 MAINT. BUILDINGS/GROUNDS	6,000.00	4,941.00	1,059.00	82.35%	36.75
210-42220.443 RADIO MAINTENANCE	1,800.00	7,887.75	-6,087.75	438.21%	190.00
210-42220.500 TRAINING, CONFERENCES, DU	4,000.00	2,765.89	1,234.11	69.15%	324.00
210-42220.521 LIABILITY & PROPERTY INS.	6,670.00	6,627.10	42.90	99.36%	0.00
210-42220.535 TELEPHONE SERVICES	4,000.00	2,909.57	1,090.43	72.74%	475.07
210-42220.566 PHYSICAL EXAMS	6,600.00	3,060.00	3,540.00	46.36%	3,060.00
210-42220.570 MAINTENANCE OTHER	15,000.00	12,018.11	2,981.89	80.12%	201.84
210-42220.578 EMERGENCY GENERATOR MAINT	480.00	1,871.41	-1,391.41	389.88%	1,109.92
210-42220.610 SUPPLIES	3,000.00	2,399.05	600.95	79.97%	620.71
210-42220.611 NEW EQUIPMENT-RADIOS	1,500.00	0.00	1,500.00	0.00%	0.00
210-42220.612 UNIFORMS,BOOTS,ETC	23,000.00	11,238.04	11,761.96	48.86%	896.04
210-42220.615 EMS SUPPLIES	1,000.00	624.97	375.03	62.50%	0.00
210-42220.622 ELECTRICAL SERVICE	7,300.00	5,337.94	1,962.06	73.12%	1,285.39
210-42220.623 HEATING/NATURAL GAS	4,800.00	3,183.68	1,616.32	66.33%	1,103.00
210-42220.626 GAS,GREASE AND OIL	6,000.00	4,826.68	1,173.32	80.44%	980.99
210-42220.838 FIRE PREVENTION	2,000.00	883.14	1,116.86	44.16%	0.00
210-42220.889 ROUTINE EQUIPMENT PURCHAS	15,000.00	11,542.77	3,457.23	76.95%	989.52
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Total FIRE DEPARTMENT	366,864.00	284,739.48	82,124.52	77.61%	37,386.92
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210-431 STREET DEPARTMENT					
210-43110 STREET GENERAL					
210-43110.1 STREET GENERAL SALARIES					
210-43110.110 SALARIES REGULAR	173,146.00	125,103.59	48,042.41	72.25%	13,006.36
210-43110.130 SALARIES OVERTIME	17,278.00	13,313.72	3,964.28	77.06%	1,399.19
210-43110.140 SALARIES PART TIME	23,573.00	9,156.39	14,416.61	38.84%	569.40
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Total STREET GENERAL SALARIES	213,997.00	147,573.70	66,423.30	68.96%	14,974.95
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210-43110.2 STREET GENERAL BENEFITS					
210-43110.210 HEALTH INS & OTHER BENEFI	72,154.00	53,367.15	18,786.85	73.96%	10,247.74

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-43110.220 SOCIAL SECURITY	16,448.00	11,399.78	5,048.22	69.31%	1,154.36
210-43110.226 WORKERS COMP INSURANCE	13,985.00	9,475.86	4,509.14	67.76%	937.25
210-43110.230 RETIREMENT	17,315.00	12,640.92	4,674.08	73.01%	1,273.09
210-43110.250 UNEMPLOYMENT INSURANCE	300.00	186.26	113.74	62.09%	33.67
Total STREET GENERAL BENEFITS	120,202.00	87,069.97	33,132.03	72.44%	13,646.11
210-43110.410 WATER AND SEWER CHARGE	2,100.00	1,365.90	734.10	65.04%	0.00
210-43110.432 VEHICLE MAINTENANCE	25,000.00	24,541.70	458.30	98.17%	4,547.80
210-43110.434 MAINT. BUILDINGS/GROUNDS	5,000.00	4,817.45	182.55	96.35%	0.00
210-43110.441 RIGHT OF WAY AGREEMENTS	12,472.00	11,921.87	550.13	95.59%	0.00
210-43110.442 EQUIPMENT RENTALS	8,000.00	1,987.15	6,012.85	24.84%	145.18
210-43110.443 RADIO MAINTENANCE	500.00	576.75	-76.75	115.35%	0.00
210-43110.500 TRAINING, CONFERENCES, DU	500.00	39.00	461.00	7.80%	0.00
210-43110.521 LIABILITY & PROPERTY INS.	12,288.00	11,840.16	447.84	96.36%	0.00
210-43110.535 TELEPHONE SERVICES	3,500.00	1,603.65	1,896.35	45.82%	266.07
210-43110.565 RUBBISH REMOVAL	8,000.00	5,919.41	2,080.59	73.99%	580.12
210-43110.570 MAINTENANCE OTHER	2,000.00	1,210.16	789.84	60.51%	87.32
210-43110.572 INTERVIEW COSTS	500.00	343.47	156.53	68.69%	0.00
210-43110.573 ACCIDENT CLAIMS	1,000.00	1,000.00	0.00	100.00%	0.00
210-43110.576 ENGINEERING SERVICES	10,000.00	15,726.87	-5,726.87	157.27%	160.49
210-43110.582 TRAFFIC CALMING	500.00	0.00	500.00	0.00%	0.00
210-43110.610 SUPPLIES	22,000.00	30,160.87	-8,160.87	137.09%	3,951.31
210-43110.612 UNIFORMS,BOOTS,ETC	6,000.00	5,870.58	129.42	97.84%	90.00
210-43110.616 GRAVEL,TOPSOIL	6,000.00	4,911.33	1,088.67	81.86%	0.00
210-43110.617 SIGNS AND POSTS	3,000.00	4,940.97	-1,940.97	164.70%	1,644.90
210-43110.622 ELECTRICAL SERVICE	4,000.00	2,797.94	1,202.06	69.95%	792.22
210-43110.623 HEATING/NATURAL GAS	4,000.00	2,302.98	1,697.02	57.57%	882.14
210-43110.626 GAS,GREASE AND OIL	30,000.00	27,465.10	2,534.90	91.55%	13,614.32
210-43110.891 CAPITAL OUTLAY	6,000.00	3,139.00	2,861.00	52.32%	0.00
Total STREET GENERAL	506,559.00	399,125.98	107,433.02	78.79%	55,382.93
210-43120 STREET-PAVEMENT MAINT					
210-43120.444 STREET MARKINGS	9,000.00	1,872.44	7,127.56	20.80%	0.00
210-43120.570 SIDEWALK AND CURB MAINTEN	5,000.00	4,960.00	40.00	99.20%	0.00
210-43120.610 PAVEMENT MAINTENANCE	225,000.00	179,029.35	45,970.65	79.57%	1,891.75
Total STREET-PAVEMENT MAINT	239,000.00	185,861.79	53,138.21	77.77%	1,891.75
210-43123 STREETS - TRAFFIC LIGHTS					
210-43123.570 TRAFFIC LIGHTS MAINTENANC	3,500.00	12,190.00	-8,690.00	348.29%	0.00
210-43123.622 TRAFFIC LIGHTS - ELECTRIC	6,200.00	7,842.16	-1,642.16	126.49%	1,394.42
Total STREETS - TRAFFIC LIGHTS	9,700.00	20,032.16	-10,332.16	206.52%	1,394.42
210-43125 WINTER MAINTENANCE					
210-43125.570 CONTRACT SERVICES	20,000.00	16,276.08	3,723.92	81.38%	997.50
210-43125.610 WINTER MAINTENANCE	118,000.00	131,354.98	-13,354.98	111.32%	56,904.51
Total WINTER MAINTENANCE	138,000.00	147,631.06	-9,631.06	106.98%	57,902.01

GENERAL FUND

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
210-43151 STREET - STORMWATER				
210-43151.1 STREET-STORMWATER SALARIE				
210-43151.110 SALARIES - REGULAR	44,011.00	32,590.70	11,420.30 74.05%	3,571.44
Total STREET-STORMWATER SALARIE	44,011.00	32,590.70	11,420.30 74.05%	3,571.44
210-43151.2 STREET-STROMWATER BENEFIT				
210-43151.210 HEALTH INS & OTHER BENEFIT	10,305.00	7,951.30	2,353.70 77.16%	1,560.18
210-43151.220 SOCIAL SECURITY	3,390.00	2,493.51	896.49 73.55%	273.25
210-43151.226 WORKERS COMP INSURANCE	2,220.00	1,544.89	675.11 69.59%	193.91
210-43151.230 RETIREMENT	4,401.00	3,246.01	1,154.99 73.76%	417.94
210-43151.250 UNEMPLOYMENT INSURANCE	40.00	9.22	30.78 23.05%	3.43
Total STREET-STROMWATER BENEFIT	20,356.00	15,244.93	5,111.07 74.89%	2,448.71
210-43151.430 STORM SEWER MAINTENANCE	30,000.00	24,001.91	5,998.09 80.01%	0.00
Total STREET - STORMWATER	94,367.00	71,837.54	22,529.46 76.13%	6,020.15
210-43160 STREET STREET LIGHTS				
210-43160.610 STREET LIGHTS SUPPLIES/MA	12,000.00	6,165.98	5,834.02 51.38%	0.00
210-43160.622 STREET LIGHTS - ELECTRICI	122,000.00	82,599.57	39,400.43 67.70%	20,343.73
Total STREET STREET LIGHTS	134,000.00	88,765.55	45,234.45 66.24%	20,343.73
210-43161 STREETS - CONSERVATION				
210-43161.000 STREETSCAPE MAINT./IMP	6,000.00	4,581.19	1,418.81 76.35%	0.00
210-43161.001 VILLAGE GARDEN SPOTS	4,000.00	234.02	3,765.98 5.85%	0.00
210-43161.002 MEMORIAL PARK	3,500.00	1,925.92	1,574.08 55.03%	0.00
210-43161.003 Tree Advisory Committee	10,000.00	0.00	10,000.00 0.00%	0.00
Total STREETS - CONSERVATION	23,500.00	6,741.13	16,758.87 28.69%	0.00
Total STREET DEPARTMENT	1,145,126.00	919,995.21	225,130.79 80.34%	142,934.99
210-45110 RECREATION & PARKS ADMIN				
210-45110.110 SALARIES - REGULAR	217,566.00	160,860.59	56,705.41 73.94%	17,802.68
210-45110.140 SALARIES - PART-TIME	7,076.00	2,310.23	4,765.77 32.65%	571.90
210-45110.210 HEALTH INS & OTHER BENEFIT	107,123.00	76,010.83	31,112.17 70.96%	15,022.76
210-45110.220 SOCIAL SECURITY	17,185.00	12,629.56	4,555.44 73.49%	1,407.54
210-45110.226 WORKERS COMP INSURANCE	9,538.00	11,914.17	-2,376.17 124.91%	1,287.85
210-45110.230 RETIREMENT	24,234.00	17,906.40	6,327.60 73.89%	1,884.88
210-45110.250 UNEMPLOYMENT INS	2,594.00	1,805.14	788.86 69.59%	226.63
210-45110.291 HEALTH IMP PROGRAMS	0.00	1,427.99	-1,427.99 100.00%	0.00
210-45110.330 OTHER PROFESSIONAL SVCS	8,220.00	8,528.32	-308.32 103.75%	575.00
210-45110.340 COMPUTER EXPENSES	9,120.00	8,491.28	628.72 93.11%	1,298.94
210-45110.500 TRAINING, CONF, DUES	9,988.00	10,057.34	-69.34 100.69%	620.00
210-45110.521 LIABILITY & PROPERTY INS	18,564.00	22,847.17	-4,283.17 123.07%	0.00
210-45110.530 COMMUNICATIONS	12,500.00	8,912.14	3,587.86 71.30%	45.00

GENERAL FUND

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
210-45110.535 TELEPHONE SERVICES	3,600.00	2,604.36	995.64 72.34%	706.16
210-45110.550 PRINTING & ADVERTISING	3,639.00	1,016.42	2,622.58 27.93%	320.31
210-45110.610 SUPPLIES	5,000.00	4,123.20	876.80 82.46%	409.18
210-45110.813 SCHOLARSHIPS	4,000.00	0.00	4,000.00 0.00%	0.00
Total RECREATION & PARKS ADMIN	459,947.00	351,445.14	108,501.86 76.41%	42,178.83
210-45220 PARKS & FACILITIES				
210-45220.110 SALARIES - REGULAR	93,636.00	72,600.96	21,035.04 77.54%	8,671.96
210-45220.140 SALARIES - PART-TIME	24,977.00	12,736.67	12,240.33 50.99%	0.00
210-45220.210 HEALTH INS & OTHER BENEFIT	21,775.00	15,563.34	6,211.66 71.47%	2,758.55
210-45220.220 SOCIAL SECURITY	9,074.00	6,667.57	2,406.43 73.48%	677.57
210-45220.230 RETIREMENT	9,364.00	7,094.60	2,269.40 75.76%	746.80
210-45220.291 HEALTH IMP PROGRAMS	0.00	91.36	-91.36 100.00%	0.00
210-45220.330 OTHER PROFESSIONAL SVCS	18,310.00	18,156.74	153.26 99.16%	593.52
210-45220.410 WATER & SEWER CHARGES	4,296.00	6,478.52	-2,182.52 150.80%	0.00
210-45220.434 MAINTENANCE-BUILDINGS/GRO	9,996.00	9,544.65	451.35 95.48%	4,444.32
210-45220.441 LAND LEASE	500.00	500.00	0.00 100.00%	0.00
210-45220.442 EQUIPMENT RENTAL	7,300.00	3,130.88	4,169.12 42.89%	0.00
210-45220.500 TRAINING, CONF, DUES	1,990.00	2,065.00	-75.00 103.77%	0.00
210-45220.610 SUPPLIES	12,250.00	14,576.08	-2,326.08 118.99%	227.68
210-45220.622 ELECTRICAL SERVICE	29,852.00	23,334.58	6,517.42 78.17%	1,711.79
210-45220.623 HEATING/NATURAL GAS	5,574.00	3,351.02	2,222.98 60.12%	1,062.25
210-45220.626 GAS, GREASE & OIL	2,923.00	1,982.82	940.18 67.84%	359.11
Total PARKS & FACILITIES	251,817.00	197,874.79	53,942.21 78.58%	21,253.55
210-453 SENIOR SUPPORT				
Total SENIOR SUPPORT	0.00	0.00	0.00 0.00%	0.00
210-45551 BROWNELL LIBRARY				
210-45551.1 LIBRARY SALARIES				
210-45551.110 SALARIES REGULAR	319,700.00	231,385.82	88,314.18 72.38%	24,637.62
210-45551.140 SALARIES PART TIME	103,632.00	76,205.71	27,426.29 73.53%	7,733.40
Total LIBRARY SALARIES	423,332.00	307,591.53	115,740.47 72.66%	32,371.02
210-45551.2 LIBRARY BENEFITS				
210-45551.210 HEALTH INS & OTHER BENEFIT	107,125.00	78,277.23	28,847.77 73.07%	14,437.59
210-45551.220 SOCIAL SECURITY	32,458.00	23,524.57	8,933.43 72.48%	2,475.22
210-45551.226 WORKERS COMP INSURANCE	1,207.00	931.41	275.59 77.17%	98.11
210-45551.230 RETIREMENT	31,970.00	22,912.30	9,057.70 71.67%	2,438.16
210-45551.250 UNEMPLOYMENT INSURANCE	600.00	456.73	143.27 76.12%	89.40
Total LIBRARY BENEFITS	173,360.00	126,102.24	47,257.76 72.74%	19,538.48
210-45551.340 COMPUTER EXPENSES	4,000.00	718.75	3,281.25 17.97%	365.76
210-45551.410 WATER AND SEWER CHARGE	900.00	366.67	533.33 40.74%	0.00
210-45551.423 CONTRACT SERVICES	34,000.00	23,138.48	10,861.52 68.05%	7,093.63

GENERAL FUND

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date

210-45551.434 MAINT. BUILDINGS/GROUNDS	22,000.00	7,566.00	14,434.00 34.39%	298.17
210-45551.436 ALARM SYSTEM MAINTENANCE	625.00	219.00	406.00 35.04%	0.00
210-45551.500 TRAINING, CONFERENCES, DU	4,000.00	990.67	3,009.33 24.77%	79.69
210-45551.521 LIABILITY & PROPERTY INS.	8,542.00	9,653.44	-1,111.44 113.01%	0.00
210-45551.530 TECHNOLOGY ACCESS	7,700.00	4,852.99	2,847.01 63.03%	1,266.15
210-45551.535 TELEPHONE SERVICES	1,200.00	940.59	259.41 78.38%	191.23
210-45551.536 POSTAGE/DELIVERY	3,500.00	1,139.05	2,360.95 32.54%	120.00
210-45551.572 INTERVIEW COSTS	500.00	0.00	500.00 0.00%	0.00
210-45551.574 VOLUNTEER EXPENSES	800.00	292.91	507.09 36.61%	12.91
210-45551.610 SUPPLIES	13,000.00	5,208.43	7,791.57 40.06%	590.57
210-45551.622 ELECTRICAL SERVICE	15,250.00	10,049.39	5,200.61 65.90%	2,195.02
210-45551.623 HEATING/NATURAL GAS	7,400.00	4,134.38	3,265.62 55.87%	1,290.31
210-45551.640 ADULT COLLECTION-PRINT &	38,500.00	23,382.24	15,117.76 60.73%	3,459.23
210-45551.641 JUVEN COLLECTION-PRNT & E	19,250.00	12,805.50	6,444.50 66.52%	1,289.13
210-45551.677 COMPUTER REPLACEMENT	8,000.00	0.00	8,000.00 0.00%	0.00
210-45551.836 ADULT PROGRAMS	1,000.00	572.59	427.41 57.26%	0.00
210-45551.837 CHILDRENS PROGRAMS	4,500.00	1,255.57	3,244.43 27.90%	23.22
210-45551.891 CAPITAL OUTLAY	4,000.00	3,470.38	529.62 86.76%	213.98

Total BROWNELL LIBRARY	795,359.00	544,450.80	250,908.20 68.45%	70,398.50

210-47 DEBT SERVICE				
210-47116.000 CAPITAL IMP PRINCIPAL	135,135.00	135,135.00	0.00 100.00%	0.00
210-47117.000 EJRP PRINCIPAL	105,000.00	105,000.00	0.00 100.00%	0.00
210-47216.000 CAPITAL IMP - INTEREST	73,060.00	73,059.93	0.07 100.00%	35,978.28
210-47217.000 EJRP INTEREST	4,788.00	1,945.45	2,842.55 40.63%	0.00

Total DEBT SERVICE	317,983.00	315,140.38	2,842.62 99.11%	35,978.28

210-491 CAPITAL/MISC TRANSFERS				
210-49100.030 CAP RESRV FND CONT - BEG	317,751.00	238,313.25	79,437.75 75.00%	79,437.75
210-49100.031 ROLLING STOCK FUND CONTRI	223,624.00	167,718.00	55,906.00 75.00%	55,906.00
210-49100.040 TRANS FOR BUILDING MAINT	50,000.00	37,500.00	12,500.00 75.00%	12,500.00
210-49100.802 EMP TERM BENEFITS TRANSFE	5,000.00	3,750.00	1,250.00 75.00%	1,250.00
210-49101.030 TRANS TO CAPITAL RESERVE	110,700.00	83,025.00	27,675.00 75.00%	27,675.00

Total CAPITAL/MISC TRANSFERS	707,075.00	530,306.25	176,768.75 75.00%	176,768.75

210-493 GRANT AND OTHER UNBUDGETE				
210-4930 TERMINATION BENEFITS FROM				

Total TERMINATION BENEFITS FROM	0.00	0.00	0.00 0.00%	0.00

210-4934 GRANT EXPENDITURES				
210-49340.008 STATE GRANT EXPENDITURES	0.00	200.00	-200.00 100.00%	0.00
210-49345 DONATION EXPENDITURES				
210-49345.000 LIBRARY DONATION EXPENDIT	0.00	4,265.35	-4,265.35 100.00%	529.20

Total DONATION EXPENDITURES	0.00	4,265.35	-4,265.35 100.00%	529.20

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date

210-49346 LIBRARY REPLACEMENT EXPEN					
210-49346.001 ADULT COLLECTION-PRINT &	0.00	1,425.76	-1,425.76	100.00%	30.39
210-49346.002 JUVEN COLLECTION-PRNT & E	0.00	113.79	-113.79	100.00%	6.86

Total LIBRARY REPLACEMENT EXPEN	0.00	1,539.55	-1,539.55	100.00%	37.25

Total GRANT EXPENDITURES	0.00	6,004.90	-6,004.90	100.00%	566.45

Total GRANT AND OTHER UNBUDGETE	0.00	6,004.90	-6,004.90	100.00%	566.45

210-494 PARK ST. SCHOOL					

Total PARK ST. SCHOOL	0.00	0.00	0.00	0.00%	0.00

Total Expenditures	4,954,687.00	3,819,810.03	1,134,876.97	77.09%	601,638.83

Total GENERAL FUND	-35,000.00	-873,434.67	908,434.67	2,495.53%	-244,708.94
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220-36101.000 INTEREST EARNINGS	0.00	11.46	-11.46	100.00%	0.00

Total Revenues	0.00	11.46	-11.46	100.00%	0.00

Total Expenditures	0.00	0.00	0.00	0.00%	0.00

Total MEMORIAL PARK FUND	0.00	11.46	-11.46	-100.00%	0.00
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222-36101.000 Interest Earnings	0.00	94.99	-94.99	100.00%	0.00
222-39110.000 GENERAL FUND TRANS IN	0.00	37,500.00	-37,500.00	100.00%	12,500.00

Total Revenues	0.00	37,594.99	-37,594.99	100.00%	12,500.00

222-46802.001 LINCOLN HALL MAINT	0.00	5,301.89	-5,301.89	100.00%	2,027.08

Total Expenditures	0.00	5,301.89	-5,301.89	100.00%	2,027.08

Total BUILDING MAINT FUND	0.00	32,293.10	-32,293.10	-100.00%	10,472.92
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223-31101.000 PENNY TAX	0.00	55,518.28	-55,518.28	100.00%	0.00
223-36101.000 Interest Earnings	0.00	813.01	-813.01	100.00%	0.00

Total Revenues	0.00	56,331.29	-56,331.29	100.00%	0.00

Total Expenditures	0.00	0.00	0.00	0.00%	0.00

Total TRUSTEE CAP IMP PROJECTS	0.00	56,331.29	-56,331.29	-100.00%	0.00

TRUSTEE CAP IMP PROJECTS

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
225-34700.000 SR CTR MEMBERSHIPS	4,196.00	3,240.00	956.00	77.22%	358.00
225-34701.000 SR CTR FUND RAISING REV	5,400.00	5,816.50	-416.50	107.71%	0.00
225-34702.000 SR CTR ACTIVITY FEES	12,800.00	1,022.50	11,777.50	7.99%	1.00
225-34702.001 SR. CTR TRIP FEES	0.00	13,143.00	-13,143.00	100.00%	250.00
225-34702.002 Mealsite Outings	0.00	1,022.00	-1,022.00	100.00%	250.00
225-34702.003 Mealsite Revenue	0.00	602.03	-602.03	100.00%	15.00
225-34703.000 SR CTR AFTER HR FEES	700.00	25.00	675.00	3.57%	0.00
225-36101.000 Interest Earnings	0.00	91.60	-91.60	100.00%	0.00
225-36400.000 SR CTR DONATIONS	1,240.00	1,520.36	-280.36	122.61%	130.56
Total Revenues	24,336.00	26,482.99	-2,146.99	108.82%	1,004.56
225-45122.330 OTHER PROF SERVICES	500.00	311.69	188.31	62.34%	311.69
225-45122.430 REPAIRS & MAINTENANCE	3,600.00	1,915.93	1,684.07	53.22%	241.38
225-45122.610 OPERATIONAL SUPP/EXP	3,000.00	1,586.59	1,413.41	52.89%	198.81
225-45122.612 FUND RAISER EXPENSES	2,000.00	1,339.08	660.92	66.95%	0.00
225-45122.614 PROGRAM EXPENSES	2,700.00	1,312.72	1,387.28	48.62%	155.37
225-45122.803 USE OF FUND BALANCE	0.00	380.00	-380.00	100.00%	380.00
225-45122.810 TRIP EXPENSES	9,700.00	10,977.85	-1,277.85	113.17%	0.00
225-45122.812 MEAL SITE EXPENSES	2,800.00	1,594.06	1,205.94	56.93%	422.25
225-45122.813 Meal Site Outing Exp	0.00	984.00	-984.00	100.00%	272.00
Total Expenditures	24,300.00	20,401.92	3,898.08	83.96%	1,981.50
Total SENIOR CENTER FUND	36.00	6,081.07	-6,117.07	16,891.86%	-976.94
226-34720.000 POOL DAY ADMINSSION	72,737.00	71,640.01	1,096.99	98.49%	0.00
226-34721.000 POOL MEMBERSHIPS	36,631.00	10,893.39	25,737.61	29.74%	288.00
226-34722.000 SWIM LESSONS	46,803.00	7,137.87	39,665.13	15.25%	493.50
226-34725.000 CONCESSION SALES	25,896.00	19,155.05	6,740.95	73.97%	0.00
226-34750.000 FACILITY & FIELD RENTAL	8,562.00	6,500.00	2,062.00	75.92%	150.00
226-34779.115 Youth Prog - RP	123,747.00	100,624.37	23,122.63	81.31%	1,970.00
226-34779.117 Youth Prog - Aquatics	0.00	181,353.68	-181,353.68	100.00%	229.00
226-34779.120 Youth Prog - AS	29,930.00	27,278.73	2,651.27	91.14%	140.00
226-34780.000 ADULT PROGRAMS	45,483.00	50,930.28	-5,447.28	111.98%	3,678.00
226-34781.120 Childcare - AS	591,662.00	447,965.32	143,696.68	75.71%	18,114.52
226-34781.121 Childcare - PS	360,358.00	263,479.82	96,878.18	73.12%	6,810.96
226-34781.122 Childcare - DC	309,071.00	169,648.50	139,422.50	54.89%	1,329.50
226-34782.000 SHARED STAFFING CONTRACT	51,181.00	16,613.93	34,567.07	32.46%	0.00
226-36101.000 Interest Earnings	0.00	21.95	-21.95	100.00%	0.00
226-39505.000 SPONSORSHIP	9,700.00	3,200.00	6,500.00	32.99%	500.00
Total Revenues	1,711,761.00	1,376,442.90	335,318.10	80.41%	33,703.48
226-43200.805 Interest Expense	0.00	912.07	-912.07	100.00%	0.00
226-45110 ADMINISTRATION					
226-45110.110 SALARIES - REGULAR	44,887.00	26,295.34	18,591.66	58.58%	3,543.76

EJRP PPROGRAMS FUND

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
226-45110.140 SALARIES - PART-TIME	6,870.00	3,061.00	3,809.00 44.56%	504.00
226-45110.210 HEALTH INS & OTHER BENEFIT	11,300.00	7,943.72	3,356.28 70.30%	2,226.63
226-45110.220 SOCIAL SECURITY	3,959.00	2,245.91	1,713.09 56.73%	309.68
226-45110.226 WORKERS COMPENSATION INS	33,837.00	27,904.28	5,932.72 82.47%	2,193.45
226-45110.230 RETIREMENT	4,357.00	0.00	4,357.00 0.00%	0.00
226-45110.330 OTHER PROFESSIONAL SVCS	4,600.00	3,743.00	857.00 81.37%	2,063.00
226-45110.442 Equipment Rentals	2,000.00	2,757.13	-757.13 137.86%	509.26
226-45110.500 TRAINING, CONF, DUES	12,240.00	6,923.49	5,316.51 56.56%	220.00
226-45110.530 COMMUNICATIONS	5,280.00	5,279.17	0.83 99.98%	444.50
226-45110.535 TELEPHONE SVCS	4,500.00	869.12	3,630.88 19.31%	869.12
226-45110.536 POSTAGE	8,632.00	6,014.88	2,617.12 69.68%	0.00
226-45110.550 PRINTING & ADVERTISING	15,000.00	17,652.00	-2,652.00 117.68%	6,526.00
226-45110.561 CC Processing Fee	0.00	13,002.69	-13,002.69 100.00%	0.00
Total ADMINISTRATION	157,462.00	123,691.73	33,770.27 78.55%	19,409.40
226-45115 RECREATION PROGRAMS				
226-45115.140 SALARIES - PART -TIME	25,764.00	11,730.15	14,033.85 45.53%	595.50
226-45115.220 SOCIAL SECURITY	1,971.00	897.48	1,073.52 45.53%	45.57
226-45115.330 OTHER PROFESSIONAL SVCS	87,658.00	185,557.00	-97,899.00 211.68%	106,924.44
226-45115.410 WATER & SEWER CHARGES	800.00	0.00	800.00 0.00%	0.00
226-45115.434 MAINTENANCE-BLDGS/GROUNDS	250.00	0.00	250.00 0.00%	0.00
226-45115.440 RENTAL	600.00	302.50	297.50 50.42%	0.00
226-45115.442 EQUIPMENT RENTALS	1,260.00	0.00	1,260.00 0.00%	0.00
226-45115.500 TRAINING, CONF, DUES	600.00	0.00	600.00 0.00%	0.00
226-45115.536 POSTAGE	79.00	0.00	79.00 0.00%	0.00
226-45115.550 PRINTING & ADVERTISING	350.00	0.00	350.00 0.00%	0.00
226-45115.610 SUPPLIES	23,600.00	23,939.77	-339.77 101.44%	675.80
226-45115.800 STUDENT SPECIAL PROGRAMS	3,732.00	0.00	3,732.00 0.00%	0.00
Total RECREATION PROGRAMS	146,664.00	222,426.90	-75,762.90 151.66%	108,241.31
226-45120 AFTER SCHOOL CARE				
226-45120.110 SALARIES - REGULAR	228,381.00	156,248.40	72,132.60 68.42%	17,108.26
226-45120.140 SALARIES - PART-TIME	153,094.00	131,032.45	22,061.55 85.59%	17,018.89
226-45120.210 HEALTH INS & OTHER BENEFIT	76,143.00	44,781.45	31,361.55 58.81%	8,032.93
226-45120.220 SOCIAL SECURITY	29,183.00	22,278.44	6,904.56 76.34%	2,624.67
226-45120.230 RETIREMENT	24,785.00	19,649.26	5,135.74 79.28%	1,947.04
226-45120.291 HEALTH IMP PROGRAMS	0.00	696.65	-696.65 100.00%	0.00
226-45120.330 OTHER PROFESSIONAL SVCS	17,488.00	19,296.90	-1,808.90 110.34%	3,474.56
226-45120.421 TRUCK LEASE	24,005.00	23,845.32	159.68 99.33%	0.00
226-45120.500 TRAINING, CONF, DUES	16,600.00	8,405.57	8,194.43 50.64%	2,287.78
226-45120.580 TRAVEL	28,845.00	17,202.12	11,642.88 59.64%	5,476.16
226-45120.610 SUPPLIES	27,930.00	22,270.00	5,660.00 79.74%	3,410.26
226-45120.626 GAS, GREASE & OIL	1,750.00	596.51	1,153.49 34.09%	0.00
Total AFTER SCHOOL CARE	628,204.00	466,303.07	161,900.93 74.23%	61,380.55
226-45121 PRESCHOOL				
226-45121.110 SALARIES - REGULAR	174,471.00	127,642.21	46,828.79 73.16%	13,384.33

EJRP PPROGRAMS FUND

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
226-45121.140 SALARIES - PART-TIME	31,385.00	23,130.48	8,254.52 73.70%	1,906.18
226-45121.210 HEALTH INS & OTHER BENEFIT	79,671.00	62,014.22	17,656.78 77.84%	11,087.98
226-45121.220 SOCIAL SECURITY	15,748.00	11,617.09	4,130.91 73.77%	1,170.76
226-45121.230 RETIREMENT	17,447.00	12,714.80	4,732.20 72.88%	1,338.40
226-45121.291 HEALTH IMP PROGRAMS	0.00	807.96	-807.96 100.00%	0.00
226-45121.330 OTHER PROFESSIONAL SVCS	3,072.00	2,755.50	316.50 89.70%	180.00
226-45121.434 MAINTENANCE-BUILDINGS/GRO	3,333.00	3,500.00	-167.00 105.01%	0.00
226-45121.500 TRAINING, CONF, DUES	12,560.00	4,056.51	8,503.49 32.30%	0.00
226-45121.530 COMMUNICATIONS	2,448.00	1,886.30	561.70 77.05%	213.15
226-45121.580 TRAVEL	1,728.00	478.97	1,249.03 27.72%	0.00
226-45121.610 SUPPLIES	4,500.00	2,575.56	1,924.44 57.23%	475.62
Total PRESCHOOL	346,363.00	253,179.60	93,183.40 73.10%	29,756.42
226-45122 SUMMER DAY CAMPS				
226-45122.110 SALARIES - REGULAR	43,104.00	16,091.61	27,012.39 37.33%	818.00
226-45122.140 SALARIES - PART-TIME	166,966.00	139,700.83	27,265.17 83.67%	0.00
226-45122.220 SOCIAL SECURITY	16,070.00	11,918.39	4,151.61 74.17%	62.60
226-45122.330 OTHER PROFESSIONAL SVCS	5,781.00	3,255.00	2,526.00 56.31%	0.00
226-45122.580 TRAVEL	28,153.00	28,125.76	27.24 99.90%	0.00
226-45122.610 Supplies	13,699.00	8,912.80	4,786.20 65.06%	0.00
226-45122.626 GAS, GREASE AND OIL	150.00	0.00	150.00 0.00%	0.00
Total SUMMER DAY CAMPS	273,923.00	208,004.39	65,918.61 75.94%	880.60
226-45124 POOL				
226-45124.140 SALARIES - PART-TIME	90,109.00	66,134.05	23,974.95 73.39%	222.75
226-45124.220 SOCIAL SECURITY	6,893.00	5,059.20	1,833.80 73.40%	17.05
226-45124.330 OTHER PROFESSIONAL SVCS	7,290.00	3,380.10	3,909.90 46.37%	0.00
226-45124.410 WATER & SEWER CHARGES	1,988.00	0.00	1,988.00 0.00%	0.00
226-45124.434 MAINTENANCE-BLDGS/GROUNDS	19,683.00	12,139.29	7,543.71 61.67%	0.00
226-45124.610 SUPPLIES	5,795.00	2,717.41	3,077.59 46.89%	0.00
Total POOL	131,758.00	89,430.05	42,327.95 67.87%	239.80
226-45125 CONCESSIONS				
226-45125.140 SALARIES - PART-TIME	7,882.00	6,835.54	1,046.46 86.72%	0.00
226-45125.220 SOCIAL SECURITY	603.00	522.91	80.09 86.72%	0.00
226-45125.500 TRAINING, CONF, DUES	140.00	0.00	140.00 0.00%	0.00
226-45125.610 SUPPLIES	15,824.00	6,881.58	8,942.42 43.49%	0.00
Total CONCESSIONS	24,449.00	14,240.03	10,208.97 58.24%	0.00
226-45126 AQUATICS				
226-45126.140 SALARIES - PART-TIME	0.00	817.65	-817.65 100.00%	231.00
226-45126.220 SOCIAL SECURITY	0.00	62.58	-62.58 100.00%	17.68
226-45126.330 OTHER PROFESSIONAL SVCS	0.00	167,205.94	-167,205.94 100.00%	45,588.44
Total AQUATICS	0.00	168,086.17	-168,086.17 100.00%	45,837.12

EJRP PPROGRAMS FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date

226-45220 PARKS & FACILITIES					
226-45220.550 TRAINING, CONF, DUES	1,750.00	1,935.23	-185.23	110.58%	0.00
226-45220.610 PARKS & FACILITIES SUPPLI	1,175.00	5,595.59	-4,420.59	476.22%	0.00

Total PARKS & FACILITIES	2,925.00	7,530.82	-4,605.82	257.46%	0.00

Total Expenditures	1,711,748.00	1,553,804.83	157,943.17	90.77%	265,745.20

Total EJRP PPROGRAMS FUND	13.00	-177,361.93	177,348.93		-232,041.72
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230-331 GRANT REVENUE					
230-33120.000 CRES CNCTR GRANT STP 5300	0.00	98,048.15	-98,048.15	100.00%	0.00
230-33123.000 PEARL MISS LNK EJ STP 530	0.00	42,876.79	-42,876.79	100.00%	0.00
230-33126.000 MAIN PED BRIDGE - BC828	0.00	32,708.23	-32,708.23	100.00%	0.00

Total GRANT REVENUE	0.00	173,633.17	-173,633.17	100.00%	0.00

230-341 CONTRIBUTIONS					
230-34100.100 DONATION FOR LANDSCAPING	0.00	1,401.79	-1,401.79	100.00%	0.00
230-34105.000 CVE CONTRIB FOR ECONOMIC	15,000.00	0.00	15,000.00	0.00%	0.00

Total CONTRIBUTIONS	15,000.00	1,401.79	13,598.21	9.35%	0.00

230-361 INTEREST EARNINGS					
230-36101.000 INTEREST EARNINGS	0.00	1,206.40	-1,206.40	100.00%	0.00

Total INTEREST EARNINGS	0.00	1,206.40	-1,206.40	100.00%	0.00

230-37000.000 BRICK/MANS STRM CAO462	0.00	10,219.78	-10,219.78	100.00%	0.00
230-391 GENERAL FUND TRANSFER IN					
230-39110.000 CONTRIB FROM GENERAL FUND	317,751.00	238,313.25	79,437.75	75.00%	79,437.75

Total GENERAL FUND TRANSFER IN	317,751.00	238,313.25	79,437.75	75.00%	79,437.75

Total Revenues	332,751.00	424,774.39	-92,023.39	127.66%	79,437.75

230-46801.007 PEARL ST. LINKING SIDEWAL	0.00	69,409.31	-69,409.31	100.00%	563.41
230-46801.008 CRESCENT CONNECTOR	0.00	555,805.69	-555,805.69	100.00%	488,696.22
230-46801.009 RAILROAD AVE. RDWY/WTR LI	95,430.00	54.48	95,375.52	0.06%	0.00
230-46801.016 MAIN PED BRIDGE BC1828	0.00	105,387.80	-105,387.80	100.00%	0.00
230-46801.018 SO. STREET DRAINAGE IMP	0.00	5,938.68	-5,938.68	100.00%	0.00
230-46801.019 FACILITIES ASSESSEMENT	10,000.00	0.00	10,000.00	0.00%	0.00
230-46801.020 Densmore Culvert Scoping	0.00	227.50	-227.50	100.00%	227.50
230-46801.710 BRICK/MANSF STRM CA0462	0.00	11,297.39	-11,297.39	100.00%	43.20
230-46801.715 Fairview Main St ERP	0.00	9,109.11	-9,109.11	100.00%	335.08
230-46801.720 BETTR BK RDS BR0278	0.00	17,585.00	-17,585.00	100.00%	0.00
230-46801.725 CA0530 Phosphorus Control	0.00	2,584.59	-2,584.59	100.00%	0.00

Total Expenditures	105,430.00	777,399.55	-671,969.55	737.36%	489,865.41

GEN FUND CAP RESERVE

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date

Total GEN FUND CAP RESERVE	227,321.00	-352,625.16	125,304.16	-155.12%	-410,427.66
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231-36101.000 INTEREST EARNINGS	0.00	337.51	-337.51	100.00%	0.00
231-39000.004 VAC TRUCK RENTAL	0.00	4,368.00	-4,368.00	100.00%	0.00
231-39110.000 CONTRIB FROM GENERAL FUND	223,624.00	167,718.00	55,906.00	75.00%	55,906.00
231-39200.000 SALE OF ASSET	0.00	40,000.00	-40,000.00	100.00%	0.00

Total Revenues	223,624.00	212,423.51	11,200.49	94.99%	55,906.00

231-43131.165 WHEEL LOADER	0.00	60,019.99	-60,019.99	100.00%	0.00
231-43131.166 4WD PICKUP TRK #1	0.00	26,424.22	-26,424.22	100.00%	0.00
231-43131.167 4WD PICKUP TRK # 15	0.00	28,603.71	-28,603.71	100.00%	0.00
231-47117.000 FIRE TRUCK LOAN PRINCIPAL	50,000.00	0.00	50,000.00	0.00%	0.00
231-47217.000 INTEREST EXPENSE	2,250.00	0.00	2,250.00	0.00%	0.00

Total Expenditures	52,250.00	115,047.92	-62,797.92	220.19%	0.00

Total ROLLING STOCK FUND	171,374.00	97,375.59	-268,749.59	56.82%	55,906.00
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232-36101.000 INTEREST EARNINGS	0.00	257.89	-257.89	100.00%	0.00

Total Revenues	0.00	257.89	-257.89	100.00%	0.00

Total LAND ACQUISITION FUND	0.00	257.89	-257.89	-100.00%	0.00
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233-36101.000 Interest Earnings	0.00	-48.15	48.15	100.00%	0.00
233-39110.000 CONTRIBUTION FROM GEN FUN	0.00	83,025.00	-83,025.00	100.00%	27,675.00

Total Revenues	0.00	82,976.85	-82,976.85	100.00%	27,675.00

233-46801.002 NEW SIGN LEASE	0.00	7,427.64	-7,427.64	100.00%	0.00
233-46801.003 LANDSCAPING	5,500.00	4,713.00	787.00	85.69%	0.00
233-46801.004 MAINT GARAGE/CAMP ADDITIO	0.00	5,315.88	-5,315.88	100.00%	0.00
233-46801.005 RESURFACING	7,040.00	2,840.00	4,200.00	40.34%	0.00
233-46801.006 LIGHTING & TECHNOLOGY	7,500.00	1,688.40	5,811.60	22.51%	0.00
233-46801.007 FENCING	4,000.00	210.10	3,789.90	5.25%	0.00
233-46801.008 FIELD MAINTENANCE	5,500.00	400.00	5,100.00	7.27%	0.00
233-46801.009 PARK AMENITIES	11,160.00	2,500.00	8,660.00	22.40%	0.00
233-46801.010 BUILDING & FACILITIES	70,000.00	0.00	70,000.00	0.00%	0.00
233-46801.805 Interest Expense	0.00	102.91	-102.91	100.00%	0.00

Total Expenditures	110,700.00	25,197.93	85,502.07	22.76%	0.00

Total EWRP CAP RESERVE	-110,700.00	57,778.92	52,921.08	-52.19%	27,675.00
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Total Revenues	0.00	0.00	0.00	0.00%	0.00

BOND FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date

253-468 CAPITAL PROJECTS					

Total CAPITAL PROJECTS	0.00	0.00	0.00	0.00%	0.00

Total Expenditures	0.00	0.00	0.00	0.00%	0.00

Total BOND FUND	0.00	0.00	0.00	0.00%	0.00
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254-3 REVENUE					
254-34 OPERATING REVENUE					
254-34402.000 INTEREST EARNINGS	0.00	198.36	-198.36	100.00%	0.00
254-34403.000 MISC. - UNCLASSIFIED RECE	0.00	488.50	-488.50	100.00%	0.00
254-348 USER CHARGES					
254-34801.000 SALE OF WATER-RESIDENTIAL	992,409.00	653,990.29	338,418.71	65.90%	0.00
254-34811.000 WATER BILLING PENALTIES	4,000.00	3,219.37	780.63	80.48%	676.11
254-34812.000 WATER SALES - LARGE USERS	97,201.00	63,527.08	33,673.92	65.36%	7,395.10
254-34821.000 HOOK ON FEES	15,000.00	4,800.00	10,200.00	32.00%	1,400.00

Total USER CHARGES	1,108,610.00	725,536.74	383,073.26	65.45%	9,471.21

254-349 GF PASS THROUGH REVENUES					
254-34900.000 SALE OF WATER-GF	2,686,765.00	1,763,284.12	923,480.88	65.63%	205,261.49
254-34902.000 SALE OF WATER - GF VT TA	70,985.00	40,722.50	30,262.50	57.37%	4,740.45

Total GF PASS THROUGH REVENUES	2,757,750.00	1,804,006.62	953,743.38	65.42%	210,001.94

Total OPERATING REVENUE	3,866,360.00	2,530,230.22	1,336,129.78	65.44%	219,473.15

254-390 NON OPERATING REVENUE					
254-39000.001 CURRENT YR CONTRIBUTION I	0.00	157,500.00	-157,500.00	100.00%	52,500.00
254-39000.004 VAC TRUCK RENTAL	0.00	728.00	-728.00	100.00%	0.00

Total NON OPERATING REVENUE	0.00	158,228.00	-158,228.00	100.00%	52,500.00

Total REVENUE	3,866,360.00	2,688,458.22	1,177,901.78	69.53%	271,973.15

Total Revenues	3,866,360.00	2,688,458.22	1,177,901.78	69.53%	271,973.15

254-43 EXPENSES					
254-432 OPERATING EXPENSES					
254-4320 GENERAL EXPENSES					
254-43200.1 WATER FUND SALARIES					
254-43200.110 SALARIES REGULAR	109,133.00	81,882.30	27,250.70	75.03%	8,714.19
254-43200.130 SALARIES OVERTIME	14,000.00	12,177.14	1,822.86	86.98%	1,952.75
254-43200.140 SALARIES PART TIME	5,427.00	2,982.16	2,444.84	54.95%	293.33

Total WATER FUND SALARIES	128,560.00	97,041.60	31,518.40	75.48%	10,960.27

WATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
254-43200.2 WATER FUND BENEFITS					
254-43200.210 HEALTH INS & OTHER BENEFIT	45,212.00	39,812.07	5,399.93	88.06%	8,384.16
254-43200.220 SOCIAL SECURITY	9,965.00	7,486.29	2,478.71	75.13%	839.01
254-43200.226 WORKERS COMP INSURANCE	6,716.00	5,182.96	1,533.04	77.17%	578.58
254-43200.230 RETIREMENT	10,913.00	8,272.05	2,640.95	75.80%	946.16
254-43200.250 UNEMPLOYMENT INSURANCE	200.00	98.87	101.13	49.44%	25.52
Total WATER FUND BENEFITS	73,006.00	60,852.24	12,153.76	83.35%	10,773.43
254-43200.330 OTHER PROFESSIONAL SERVICE	1,000.00	890.23	109.77	89.02%	142.00
254-43200.335 AUDIT	3,680.00	4,370.00	-690.00	118.75%	0.00
254-43200.340 COMPUTER EXPENSES	1,000.00	1,226.73	-226.73	122.67%	0.00
254-43200.410 WATER AND SEWER CHARGE	200.00	75.09	124.91	37.55%	0.00
254-43200.411 CWD WATER PURCHASE	515,807.00	310,786.55	205,020.45	60.25%	32,005.63
254-43200.412 STATE WATER TAX	13,628.00	7,177.54	6,450.46	52.67%	739.16
254-43200.430 WATER LINES MAINT-BREAKS	16,000.00	837.50	15,162.50	5.23%	0.00
254-43200.432 VEHICLE MAINTENANCE	0.00	1,258.39	-1,258.39	100.00%	0.00
254-43200.441 RIGHT OF WAY AGREEMENTS	142.00	91.66	50.34	64.55%	0.00
254-43200.491 CONTRACTUAL SERVICES	104,158.00	78,118.50	26,039.50	75.00%	26,039.50
254-43200.500 TRAINING, CONFERENCES, DU	2,500.00	890.00	1,610.00	35.60%	0.00
254-43200.521 LIABILITY & PROPERTY INS.	2,271.00	2,632.39	-361.39	115.91%	0.00
254-43200.535 TELEPHONE SERVICES	1,500.00	1,526.31	-26.31	101.75%	180.02
254-43200.536 POSTAGE	2,000.00	2,117.58	-117.58	105.88%	0.00
254-43200.550 PRINTING AND ADVERTISING	2,608.00	464.50	2,143.50	17.81%	158.00
254-43200.570 MAINTENANCE OTHER	2,500.00	199.08	2,300.92	7.96%	0.00
254-43200.610 SUPPLIES	6,000.00	5,372.01	627.99	89.53%	806.34
254-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	885.80	614.20	59.05%	5.00
254-43200.613 METERS AND PARTS	500.00	0.00	500.00	0.00%	0.00
254-43200.614 DISTRIBUTION MATERIALS	7,000.00	411.76	6,588.24	5.88%	0.00
254-43200.622 ELECTRICAL SERVICE	750.00	500.88	249.12	66.78%	169.63
254-43200.623 HEATING/NATURAL GAS	3,000.00	1,692.80	1,307.20	56.43%	568.58
254-43200.626 GAS,GREASE AND OIL	3,000.00	858.28	2,141.72	28.61%	89.87
254-43200.742 TRANS TO CAPITAL RESERVE	210,000.00	157,500.00	52,500.00	75.00%	52,500.00
254-43200.805 INTEREST EXPENSE	300.00	28.61	271.39	9.54%	0.00
254-43200.891 CAPITAL OUTLAY	6,000.00	0.00	6,000.00	0.00%	0.00
Total GENERAL EXPENSES	1,108,610.00	737,806.03	370,803.97	66.55%	135,137.43
254-4321 GF WATER EXPENSES					
254-43210.411 CWD WATER PURC - GF	2,686,765.00	1,763,284.07	923,480.93	65.63%	205,261.48
254-43210.412 STATE WATER TAX - GF	70,985.00	40,722.50	30,262.50	57.37%	4,740.45
Total GF WATER EXPENSES	2,757,750.00	1,804,006.57	953,743.43	65.42%	210,001.93
Total OPERATING EXPENSES	3,866,360.00	2,541,812.60	1,324,547.40	65.74%	345,139.36
254-433 CAPITAL PROJECT EXPENSES					
254-43330.001 RAILROAD AVE. REDY/WTR LN	107,685.00	59.52	107,625.48	0.06%	0.00
254-43330.002 METER REPLACEMENT PROGRAM	28,721.00	6,178.04	22,542.96	21.51%	957.00

WATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
254-43330.005 SERIES 3 BOND INTEREST	16,146.00	16,146.33	-0.33	100.00%	7,951.24
254-43332 BONDED PROJECTS					
Total BONDED PROJECTS	0.00	0.00	0.00	0.00%	0.00
Total CAPITAL PROJECT EXPENSES	152,552.00	22,383.89	130,168.11	14.67%	8,908.24
Total EXPENSES	4,018,912.00	2,564,196.49	1,454,715.51	63.80%	354,047.60
Total Expenditures	4,018,912.00	2,564,196.49	1,454,715.51	63.80%	354,047.60
Total WATER FUND	-152,552.00	124,261.73	28,290.27	-81.46%	-82,074.45
255-3 REVENUE					
255-34 OPERATING REVENUE					
255-34402.000 INTEREST EARNINGS	0.00	4,080.47	-4,080.47	100.00%	0.00
255-34403.000 MISC - UNCLASSIFIED RECEI	0.00	106.00	-106.00	100.00%	0.00
255-348 VILLAGE USER CHARGES					
255-34801.000 VILLAGE USER CHARGE	694,916.00	470,988.34	223,927.66	67.78%	0.00
255-34811.000 VILLAGE USER PENALTIES	3,000.00	2,192.99	807.01	73.10%	565.29
255-34812.000 VILL. SEPTAGE DISCHARGE I	18,000.00	20,578.94	-2,578.94	114.33%	2,077.06
255-34813.000 VILLAGE LEACHATE REVENUES	0.00	852.38	-852.38	100.00%	147.04
Total VILLAGE USER CHARGES	715,916.00	494,612.65	221,303.35	69.09%	2,789.39
255-349 TRI-TOWN REVENUES					
255-34900.000 WASTEWATER CHARGE - ESSEX	477,278.00	357,958.53	119,319.47	75.00%	39,773.17
255-34901.000 WASTEWATER CHARGE - WILLI	715,917.00	536,937.75	178,979.25	75.00%	59,659.75
255-34903.001 SHARED SEPTAGE REVENUES	9,000.00	0.00	9,000.00	0.00%	0.00
255-34903.005 PUMP STATION MAINT. FEES	31,725.00	23,793.75	7,931.25	75.00%	7,931.25
Total TRI-TOWN REVENUES	1,233,920.00	918,690.03	315,229.97	74.45%	107,364.17
Total OPERATING REVENUE	1,949,836.00	1,417,489.15	532,346.85	72.70%	110,153.56
255-39 NON OPERATING INCOME					
255-39000.001 CURRENT YR CONTRIBUTION I	0.00	255,000.00	-255,000.00	100.00%	85,000.00
255-39000.004 VAC TRUCK RENTAL	0.00	728.00	-728.00	100.00%	0.00
255-39700.002 ESSEX - DEBT PAYMENT	0.00	291,005.55	-291,005.55	100.00%	0.00
255-39700.003 WILLISTON - DEBT PAYMENT	0.00	280,440.99	-280,440.99	100.00%	0.00
255-39700.004 ESSEX JCT - DEBT PAYMENT	0.00	301,657.42	-301,657.42	100.00%	0.00
Total NON OPERATING INCOME	0.00	1,128,831.96	-1,128,831.96	100.00%	85,000.00
Total REVENUE	1,949,836.00	2,546,321.11	-596,485.11	130.59%	195,153.56
Total Revenues	1,949,836.00	2,546,321.11	-596,485.11	130.59%	195,153.56
255-43 EXPENSES					

WASTEWATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-4320 GENERAL EXPENSES					
255-43200.1 WWTF SALARIES					
255-43200.110 SALARIES REGULAR	343,375.00	227,009.39	116,365.61	66.11%	23,534.13
255-43200.130 SALARIES OVERTIME	45,000.00	34,180.41	10,819.59	75.96%	3,375.52
255-43200.140 SALARIES PART TIME	16,000.00	4,363.77	11,636.23	27.27%	245.56
Total WWTF SALARIES	404,375.00	265,553.57	138,821.43	65.67%	27,155.21
255-43200.2 WWTF BENEFITS					
255-43200.210 HEALTH INS & OTHER BENEFIT	137,000.00	92,201.78	44,798.22	67.30%	16,469.92
255-43200.220 SOCIAL SECURITY	31,095.00	20,107.29	10,987.71	64.66%	2,090.98
255-43200.226 WORKERS COMP INSURANCE	20,534.00	11,400.85	9,133.15	55.52%	1,169.79
255-43200.230 RETIREMENT	34,338.00	22,485.15	11,852.85	65.48%	2,290.32
255-43200.250 UNEMPLOYMENT INSURANCE	420.00	247.38	172.62	58.90%	38.89
Total WWTF BENEFITS	223,387.00	146,442.45	76,944.55	65.56%	22,059.90
255-43200.320 LEGAL SERVICES	2,000.00	0.00	2,000.00	0.00%	0.00
255-43200.330 OTHER PROFESSIONAL SERVICE	4,000.00	2,856.61	1,143.39	71.42%	887.94
255-43200.335 AUDIT	4,320.00	5,130.00	-810.00	118.75%	0.00
255-43200.410 WATER AND SEWER CHARGE	3,000.00	2,600.86	399.14	86.70%	91.19
255-43200.432 VEHICLE MAINTENANCE	3,000.00	3,175.55	-175.55	105.85%	0.00
255-43200.491 CONTRACTUAL SERVICES	52,079.00	39,059.25	13,019.75	75.00%	13,019.75
255-43200.500 TRAINING, CONFERENCES, DU	6,500.00	4,892.07	1,607.93	75.26%	1,657.42
255-43200.521 LIABILITY & PROPERTY INS.	32,275.00	29,928.61	2,346.39	92.73%	0.00
255-43200.535 TELEPHONE SERVICES	6,000.00	3,169.13	2,830.87	52.82%	504.86
255-43200.565 GRIT DISPOSAL	18,000.00	13,326.83	4,673.17	74.04%	948.52
255-43200.567 SLUDGE PROCESSING	140,000.00	80,640.00	59,360.00	57.60%	0.00
255-43200.568 SLUDGE MANAGEMENT	150,000.00	85,002.48	64,997.52	56.67%	8,344.75
255-43200.569 WWTF ANNUAL PERMIT FEE	9,900.00	0.00	9,900.00	0.00%	0.00
255-43200.570 MAINTENANCE OTHER	100,000.00	54,930.53	45,069.47	54.93%	15,085.23
255-43200.577 CONTRACT LABORATORY SERVICE	11,000.00	5,041.59	5,958.41	45.83%	786.00
255-43200.610 SUPPLIES	10,000.00	6,349.44	3,650.56	63.49%	561.75
255-43200.612 UNIFORMS,BOOTS,ETC	6,000.00	2,664.51	3,335.49	44.41%	0.00
255-43200.618 SUPPLIES - LABORATORY	18,000.00	10,406.77	7,593.23	57.82%	2,324.46
255-43200.619 CHEMICALS	230,000.00	220,949.70	9,050.30	96.07%	15,573.56
255-43200.622 ELECTRICAL SERVICE	150,000.00	122,559.14	27,440.86	81.71%	13,540.72
255-43200.623 HEATING/NATURAL GAS	20,000.00	14,581.61	5,418.39	72.91%	3,579.72
255-43200.626 GAS,GREASE AND OIL	6,000.00	1,955.29	4,044.71	32.59%	491.64
255-43200.742 TRANS TO CAPITAL RESERVE	340,000.00	255,000.00	85,000.00	75.00%	85,000.00
Total GENERAL EXPENSES	1,949,836.00	1,376,215.99	573,620.01	70.58%	211,612.62
255-433 CAPITAL PROJECTS/EXPENSES					
255-43330.000 ARRA Loan-AR1-004 Admin F	0.00	557.55	-557.55	100.00%	0.00
255-43330.001 RZEDB Interest	0.00	44,572.72	-44,572.72	100.00%	21,886.37
255-43330.002 DIGESTER CLEANING	0.00	40,114.52	-40,114.52	100.00%	326.97
255-43330.007 CWSRF RF1-148 ADMIN FEE	0.00	237,125.81	-237,125.81	100.00%	0.00
255-43330.011 HEADWORKS SCREEN	0.00	27,799.89	-27,799.89	100.00%	0.00
255-43330.012 ALKALINITY CNTRL INSTALLA	0.00	11.25	-11.25	100.00%	0.00

WASTEWATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-43330.014 VPIC HydroFlow Unit	0.00	27,356.75	-27,356.75	100.00%	450.00
Total CAPITAL PROJECTS/EXPENSES	0.00	377,538.49	-377,538.49	100.00%	22,663.34
255-434 NON-OPERATING EXPENSES					
Total NON-OPERATING EXPENSES	0.00	0.00	0.00	0.00%	0.00
Total EXPENSES	1,949,836.00	1,753,754.48	196,081.52	89.94%	234,275.96
Total Expenditures	1,949,836.00	1,753,754.48	196,081.52	89.94%	234,275.96
Total WASTEWATER FUND	0.00	792,566.63	-792,566.63	-100.00%	-39,122.40
256-3 REVENUE					
256-33 INTERGOVERNMENTAL REVENUE					
256-33900.000 ESSEX PUMP STATION FEES	25,940.00	11,408.89	14,531.11	43.98%	0.00
256-33900.001 PARY AGREEMNT REV	15,000.00	7,500.00	7,500.00	50.00%	0.00
Total INTERGOVERNMENTAL REVENUE	40,940.00	18,908.89	22,031.11	46.19%	0.00
256-34 OPERATING REVENUE					
256-34402.000 INTEREST EARNINGS	500.00	5,454.46	-4,954.46	1,090.89%	0.00
256-34403.000 MISC. - UNCLASSIFIED RECE	0.00	3,940.00	-3,940.00	100.00%	0.00
256-348 USER CHARGES					
256-34801.000 ANNUAL CUSTOMER CHARGE	586,985.00	408,605.52	178,379.48	69.61%	0.00
256-34811.000 ANNUAL CUSTOMER CHARGE -	2,500.00	1,897.19	602.81	75.89%	532.22
256-34821.000 HOOK ON FEES	30,000.00	3,000.00	27,000.00	10.00%	1,000.00
Total USER CHARGES	619,485.00	413,502.71	205,982.29	66.75%	1,532.22
Total OPERATING REVENUE	619,985.00	422,897.17	197,087.83	68.21%	1,532.22
256-39 NON OPERATING REVENUE					
256-39000.001 CURRENT YR CONTRIBUTION I	0.00	71,250.00	-71,250.00	100.00%	23,750.00
256-39000.004 VAC TRUCK RENTAL	0.00	8,736.00	-8,736.00	100.00%	0.00
256-39200.001 WWTF CAPACITY SALE REVENU	0.00	100,000.00	-100,000.00	100.00%	0.00
Total NON OPERATING REVENUE	0.00	179,986.00	-179,986.00	100.00%	23,750.00
Total REVENUE	660,925.00	621,792.06	39,132.94	94.08%	25,282.22
Total Revenues	660,925.00	621,792.06	39,132.94	94.08%	25,282.22
256-43 EXPENSES					
256-432 OPERATING EXPENSES					
256-43200.1 SANITATION SALARIES					
256-43200.110 SALARIES REGULAR	91,459.00	66,047.11	25,411.89	72.21%	7,846.35

SANITATION FUND

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
256-43200.130 SALARIES OVERTIME	14,185.00	8,278.92	5,906.08 58.36%	1,399.54
256-43200.140 SALARIES PART TIME	5,427.00	2,982.16	2,444.84 54.95%	293.33
Total SANITATION SALARIES	111,071.00	77,308.19	33,762.81 69.60%	9,539.22
256-43200.2 SANITATION BENEFITS				
256-43200.210 HEALTH INS & OTHER BENEFIT	40,567.00	31,201.94	9,365.06 76.91%	8,433.21
256-43200.220 SOCIAL SECURITY	8,671.00	6,014.31	2,656.69 69.36%	731.73
256-43200.226 WORKERS COMP INSURANCE	5,282.00	3,769.53	1,512.47 71.37%	470.32
256-43200.230 RETIREMENT	9,146.00	6,783.18	2,362.82 74.17%	828.45
256-43200.250 UNEMPLOYMENT INSURANCE	200.00	92.81	107.19 46.41%	25.24
Total SANITATION BENEFITS	63,866.00	47,861.77	16,004.23 74.94%	10,488.95
256-43200.330 OTHER PROFESSIONAL SERVICE	1,000.00	824.77	175.23 82.48%	400.32
256-43200.335 AUDIT	1,840.00	2,185.00	-345.00 118.75%	0.00
256-43200.340 COMPUTER EXPENSES	1,300.00	2,453.48	-1,153.48 188.73%	0.00
256-43200.410 WATER AND SEWER CHARGE	500.00	214.35	285.65 42.87%	0.00
256-43200.430 SANITATION LINES MAINTENANCE	6,000.00	1,162.29	4,837.71 19.37%	143.64
256-43200.432 VEHICLE MAINTENANCE	0.00	1,000.60	-1,000.60 100.00%	0.00
256-43200.434 PUMP STATION MAINTENANCE	12,000.00	9,806.90	2,193.10 81.72%	0.00
256-43200.436 SANIT. LINE BACK-UP CLEAN	1,000.00	1,000.00	0.00 100.00%	0.00
256-43200.441 RIGHT OF WAY AGREEMENTS	1,140.00	1,631.04	-491.04 143.07%	0.00
256-43200.491 CONTRACTUAL SERVICES	135,883.00	101,912.25	33,970.75 75.00%	33,970.75
256-43200.500 TRAINING, CONFERENCES, DU	200.00	0.00	200.00 0.00%	0.00
256-43200.521 LIABILITY & PROPERTY INS.	6,225.00	5,928.89	296.11 95.24%	0.00
256-43200.536 POSTAGE	3,500.00	4,238.33	-738.33 121.10%	0.00
256-43200.550 PRINTING AND ADVERTISING	1,000.00	0.00	1,000.00 0.00%	0.00
256-43200.570 MAINTENANCE OTHER	2,500.00	1,573.22	926.78 62.93%	14.62
256-43200.610 SUPPLIES	1,000.00	1,509.49	-509.49 150.95%	36.61
256-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	832.14	667.86 55.48%	10.00
256-43200.622 ELECTRICAL SERVICE	12,000.00	9,501.20	2,498.80 79.18%	2,428.87
256-43200.623 HEATING/NATURAL GAS	1,900.00	679.15	1,220.85 35.74%	198.44
256-43200.626 GAS,GREASE AND OIL	2,500.00	2,617.92	-117.92 104.72%	725.71
256-43200.742 TRANS TO CAPITAL RESERVE	95,000.00	71,250.00	23,750.00 75.00%	23,750.00
256-43200.891 CAPITAL OUTLAY	5,000.00	0.00	5,000.00 0.00%	0.00
256-43220 ESSEX PS COSTS				
256-43220.001 SUSIE WILSON PS COSTS	10,000.00	8,730.62	1,269.38 87.31%	2,252.48
256-43220.002 WEST ST PS COSTS	12,000.00	7,990.85	4,009.15 66.59%	1,514.05
Total ESSEX PS COSTS	22,000.00	16,721.47	5,278.53 76.01%	3,766.53
Total OPERATING EXPENSES	489,925.00	362,212.45	127,712.55 73.93%	85,473.66
256-4333 CAPITAL PROJECTS/EXPENSE				
256-43330.002 METER REPLACEMENT PROGRAM	57,442.00	12,356.09	45,085.91 21.51%	1,914.00
256-43330.006 SO ST PS PUMPS,VALVS,VENT	40,000.00	0.00	40,000.00 0.00%	0.00
256-43330.007 ARRA Loan-AR1-004 Admin F	3,667.00	14,879.53	-11,212.53 405.77%	0.00
256-43330.009 RF1-157 PS UpGrd Admin Fe	17,249.00	18,226.58	-977.58 105.67%	18,226.58
256-43330.010 Pleasant St Pipeline	0.00	16,862.40	-16,862.40 100.00%	16,862.40

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Town of Essex / Village of EJ General Ledger
Current Yr Pd: 9 Year Budget Status Report
SANITATION FUND

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CBushey

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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Total CAPITAL PROJECTS/EXPENSE	118,358.00	62,324.60	56,033.40	52.66%	37,002.98
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256-434 NON OPERATING EXPENSES					
256-43455.001 TRANS TO WWTF FOR DEBT PY	0.00	301,657.42	-301,657.42	100.00%	0.00
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Total NON OPERATING EXPENSES	0.00	301,657.42	-301,657.42	100.00%	0.00
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Total EXPENSES	608,283.00	726,194.47	-117,911.47	119.38%	122,476.64
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Total Expenditures	608,283.00	726,194.47	-117,911.47	119.38%	122,476.64
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Total SANITATION FUND	52,642.00	-104,402.41	51,760.41	-198.33%	-97,194.42
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Total All Funds	153,134.00	-340,866.49	187,732.49	-222.59%	-1,012,492.61
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Staff and Director's Report February 2019

Report from the Director

Building

Wendy H has contracted our Friday children's musician Raph, who also has a carpentry business, to make wooden swinging doors to keep the public out of the Adult staff area. Raph has done other work for us and is a high quality, reasonably priced woodworker. This improvement will be funded by leftover money in the adult department allocation from Brownell Library Foundation annual contributions. Per our carpenter's suggestion, we mocked up a cardboard prototype of doors that were taped to the target area, which was supposed to help us determine what layout we would prefer. The cardboard has been an amazing deterrent to people coming behind the desk, so we have left the cardboard in place for now. We can't wait for the wood swinging doors to be installed!

Staffing

Shelver Grey (Moth) Nasta is resigning from their shelving position. Moth has been a staff member for over 5 years, a fantastic shelver and has also been on the forefront of noticing patrons problems in more remote areas and retrieving staff to assist to manage the problem, as well as offering excellent input on so many topics. We will miss Moth in so many ways, but wish them the very best in their next career move!

Meetings and Trainings

Wendy H attended a Chittenden County Library Directors meeting at the S. Burlington Library in the University Mall on Feb. 1

Hannah and Wendy H attended an RBDigital webinar on Feb. 6 to learn about their video streaming option as they are less limited with one week checkouts of services with unlimited viewing of each video service they offer, instead of the pay per view costs of other services. RBDigital also offers consortium pricing, but due to the size of Vermont libraries, this pricing would ultimately cost more than contracting directly with libraries in Vermont. Staff are now testing the service with trial accounts.

Wendy H attended a Green Mountain Library Consortium online on Feb. 8.

On Feb. 21, the library closed for the morning for staff development. We had a visitor who works for the Pathways social service agency and she had previously experienced homelessness and shared with staff her experience, as well as the resources she connected herself with to stabilize her life. After this visitor, adult and youth departments grouped to discuss summer reading ideas.

Wendy H met with Linda Wrazen, Vermont Humanities Council Development Director, and Christopher Kaufman Ilstrup, Vermont Humanities Council Executive Director, to discuss the First Wednesdays series. Ali White who has coordinated the series since it began is retiring, her replacement hasn't started yet, and the Vermont Humanities Council (VHC) wanted to get started on First Wednesdays planning for next

season. It was an interesting conversation as the VHC staff has fresh eyes on this popular series. Some great changes are coming on the administrative side, like written contracts with each speaker so there is something to reference on parameters and expectations for each talk.

Programming

Our February First Wednesday speaker Emily Bernard, Professor of American Studies at UVM, is lovely to connect with, but proved difficult to coordinate with again. She spoke at Brownell for a First Wednesday program a few years ago, and her late arrival and technology demands caused a late start of the program and many moments to learn from in managing speakers visiting our library. For this Feb. 6 talk, she requested a week before that her books be available for sale. Wendy H was able to coordinate with Phoenix Books to provide the books and appreciates their responsiveness to this late request. Professor Barnard then shortened the time she had committed to speaking because she had a flight in the morning, which required Wendy H to coordinate with the VHC as her request didn't fit with the standard First Wednesday format, and the VHC agreed to the new time schedule as long as she left time for Q&A. Wendy H coordinated this new time schedule with the speaker, and then had to remind her she also had to leave time to connect with readers if she was selling books, which she agreed to. She was willing to be filmed, and was sent a RETN presenter release form. She changed her technology needs several times and criticized Brownell for the technology failures of her previous talk at our Library 4 years ago, and Wendy H assured her any technology glitches could be handled if she arrived with enough time to sort them out. Her previous talk was memorable because she arrived minutes before she was supposed to speak, instead of the 45 minutes agreed on, and demanded the set up be taken apart so she could use her own computer. For this recent talk, Professor Barnard requested she not wear a microphone on her clothing, which is our standard method of setting up sound and what we have equipment for. To accommodate her, we purchased a stand to connect our handheld wireless microphone to the lectern. The VHC sent an intern to Facebook Live the talk, and Executive Director Christopher Kaufman Ilstrup came to introduce her. The weather turned horrible with ice covering everything around 5pm and accidents prevented Essex Junction Public Works staff from getting to Essex Junction for hours. Assistant Director Hannah manually spread salt throughout the parking lot and sidewalks. Everyone who coordinated for this talk arrived around 6pm, except our speaker who arrived minutes before her talk. Thankfully all the computer technology worked with her Mac Airbook. Because of her microphone needs, sound wasn't great because she didn't speak near the microphone on the lectern, and audience participation was not recorded well by RETN because of the usual wireless microphone used for Q&A being attached to our lectern. Professor Barnard signed the release form for RETN to record her talk, but it turned out she didn't have rights to the slides she used for recording, which resulted in a scolding email to Brownell for having RETN travel for a speaker that didn't have permission to use the materials for recording that they require. Wendy has since smoothed out that negative interaction, which also aligned with the person Brownell regularly coordinates with leaving her position, and the new person not aware this is the first time we've had a speaker not read their release carefully. We had a low turnout because of the weather, but the amount of coordination required the program to be held. Phoenix Books was fantastic with their willingness to order and bring books to our event. The VHC staff was fantastic to work with. And our speaker was lovely when she arrived in person, and offered an engaging talk to most of the attendees.

Wendy H got word from our volunteer who has coordinated Friday Sit and Knit Nights in the past and again this year, that she was not going to continue after this spring. After many attempts to address bad

language and behavior, including staff attendance to monitor attendees, she suspended the program last year because of some difficult attendees. Her second attempt at Friday Sit and Knit Nights continues to be a negative experience and it brought her to the decision to end the program at the end of the spring. She has shared certain attendees continue to be a source of micro-aggressions towards her, and despite her repeated stating that this is a program geared towards those with basic knitting skills, there continues to be expectations of very basic instruction. Most of the attendees of this program also attend Knit Nights at the Essex Free Library, so they will still have an opportunity in the community to knit in a library at the Essex Free location, and attendees will be encouraged to bring their knitting to Brownell, and connect on their own, as long as they follow Library behavior guidelines.

Other

Susan P. came back from a Municipal Safety Committee meeting with instructions on educating and providing the link to the new Safety Data Sheets (SDS) database which lists any possible harmful chemicals in each department, and the course of action if there is any accidental exposure to the chemicals. Brownell is not a hot spot of hazardous chemicals, but many office supplies like glue sticks and markers have chemicals that qualify to be listed in the SDS database. Susan has put the required shortcut to the database on staff computer desktops for easy access in case of emergency, and for any random compliance checks by OSHA or our insurance carrier.

Wendy H completed the Brownell Library section of the Village Annual Report, with the contribution of several staff to ensure a balanced summary of annual Brownell highlights.

Some staff have noticed religious material being inserted into stacks around the Library. After a discussion of free speech, staff determined the Library should determine what is placed on our shelves and we can respond to any requests to place marketing materials on a case by case basis, and use the pre-determined areas for literature, if space allows and it aligns with our populations needs. If a person opts to sneak in their literature into the Library without permission, it will be discarded.

We have found some patrons have regularly requesting only certain staff help them. There are not situations where staff is acquainted or friendly with these patrons, it's more about control, and possible stalking. Staff are now in agreement that we all offer excellent customer service and patrons will get whomever is available at the desk, and not be allowed to choose staff, unless it's a special transaction that only certain staff can provide. The targeted staff appreciate the support of their colleagues.

Wendy H and Christine P attended the Essex Rotary Service Above Self award ceremony on Feb. 13 in honor of Brownell Library Trustee recipient Dottie Bergendahl. It was amazing to hear of the dedication of all the nominated first responders, and have Dottie receive this well earned reward with her own list of amazing contributions to the community shared. Thanks for your service to Brownell, our community, and many other volunteer roles you have shared your time and skills with Dottie!

We have had a continued difficult adult patron who has required more behavior management, as mentioned in last month's report. This person has been much more responsive to staff direction when she needs a reminder of managing her behavior or she will be asked to leave. Patrons reported adult computers weren't working and staff discovered the computers unplugged. After consulting the cameras, it was discovered this difficult patron was unplugging computers after she used them. Wendy H noted this was computer tampering and against our Technology Policy. Staff has now provided copies

of our Behavior Guidelines and Technology Policy to this patron, who was not kind about the attempt to review them with her. This patron has been told if any further library rules are broken, she will be no trespassing from the Library. She has since managed to keep her activities within all guidelines and we hope it continues as she does appreciate the Library space.

INTERLIBRARY LOAN STATISTICS

FEB	FY 18		FY 19
ILL Sent	162	-20%	129
ILL Requested	94	-21%	74
Holds	322	20%	385
Avg days to receive	5.4	46%	7.9

COURIER STATISTICS

FEB	FY 18		FY 19
GMM SENT	108	28%	138
GMM REC'D	131	2%	134
USPS SENT	22	14%	25
USPS REC'D	25	16%	29
Est. SAVINGS	\$ 172.68	58%	\$ 273.30

YOUTH DEPARTMENT

YOUTH UPDATES

- In February, a patron reported that there were five young men in the adult computer room talking about automatic weapons and killing people. She told them that kind of talk wasn't appropriate, and they responded with foul language. She then reported it to Susan and left. With community social workers off-duty, staff called the police. A police officer came, spoke with the group, and left giving staff a thumbs up. The young men left soon after. The next day, staff discussed the need to call for support whenever a conversation of this nature is overheard. It is a difficult line to walk because we want to protect free speech. In addition, when a patron reports a conversation like this, it is impossible to know whether the reporting patron harbors some prejudice that's motivating their actions. Staff agreed that when the patrons are unknown, and the conversation suggests some kind of violent behavior, then the default should be to call community social workers, as this group of professionals would be able to have a more meaningful conversation with the patrons. That said, if social workers are not available, it would be appropriate to call the police. With so many reports of gun violence, staff would rather say something and be wrong than say nothing.
- We had some big changes to the youth area in February. You can now find new furniture, a white board for passive programs, and corkboard for the "Teen Hall of Fame" in the YA room. There is also a new white board table by the youth circulation desk, which has drawn a lot of attention from young patrons over the past few weeks, and a new TV Display. Volunteer Wayne has been super helpful with the changes this month; he installed the TV Display and the YA room white board and corkboard.

- We have a library intern, Marisa, helping out on the youth desk eight hours a week. In addition to working circulation she is helping us update the call numbers for our non-fiction animal books. This is a huge project that will ultimately allow patrons to find books on the same animal grouped together. Marissa also helps out at the adult desk for eight hours a week. She is an undergraduate library science student in the online program at the University of Maine and her unpaid internship will result in course credit as long as she receives a positive review from an MLIS degreed librarian on staff. We're glad she sought us out!
- The Youth Department spent some time brainstorming for the Summer Reading Program at the Staff In-service in February. This year's theme is A Universe of Stories, and we are dreaming of an exciting set of programs including collaborations with Vermont Astronomical Society, STEAM, Snack and Read (with Space Food), a book club for teens, an Iron Chef version of Cosplay, some active programs to get kids moving, an invitation for Village community members to read and share their favorite stories online, a variety of performers, and more. There are a lot of details to iron out, we will share more in the next couple of months.
- Essex Cinema held a book drive for Brownell and Essex Free in February. Participants were invited to bring a book or \$5 for entry into *How to Train Your Dragon 3*. Caitlin from Essex Free and Erna manned the table and collected \$270 (to be split by both libraries) and 126 books. About 160 people participated. This was a great community collaboration, and completely unexpected by youth staff. We look forward to more collaborations in the future!

YOUTH EXHIBITS

- **Picture Book Room:** Dragons
- **Youth Nonfiction:** Presidents
- **YA Room:** Spotlight on Asia

YOUTH PROGRAMS

- 9 children and 6 adults attended **Preschool Yoga** on the 1st.
- 49 children and 13 adults participated in **STEAM**. We created pop-up cards, explored density and UV Light, conducted taste experiments and tie dyed with sharpies. On the 22nd, the Hiawatha/EJRP after school program joined us for collage art.
- 2 teens joined us for **Magic the Gathering** on the 1st.
- 13 kids and 4 adults attended the **Create Your Own Comic Workshop** with Stephanie Zuppo on the 2nd. Participants loved this program. The group chatted about comics, stories, and video games, and everyone was so engaged with their work. This was a great way to promote our graphic novel collection, engage the public in a creative process, develop narrative and visual literacy, and of course have fun. We may offer another comics workshop this summer.
- Erna collaborated with community member Laura Wu to offer a **Chinese New Year Program** on the 4th. Laura read a story about Chinese New Year festivities and read some Chinese. 14 children and 6 adults snacked on rice cakes, orange slices and had lucky candies. They made lanterns and the kids did a dragon dance through the library. Erna raffled off two art books and some envelopes with "lucky money". Some nice photos were featured in the *Essex Reporter*.
- 8 children and 6 adults attended **Story Time for Toddlers**. As of March we will no longer be offering this story time, instead we will offer one Tuesday and one Wednesday Story Time, open to Toddlers and Preschoolers, at 10 am.
- 36 children and 22 adults attended **Story Time for Preschoolers**. We read about (and practiced): Penguins (phonological awareness), Love & Friendship (letter knowledge), Oceans and Ocean Life (rhyming and counting).

- 4 teens attended **TAB** on the 5th. The group discussed book recommendations for our new Goodreads recommendations lists (to be added to the website in the next few months). They also discussed zodiac signs for the Year of the Pig and made a warm winter snack.
- 2 children and one teen participated in our **Puzzles** program on the 5th.
- 7 children and 6 adults attended **Minecraft Club**. Hannah spent some time with this group, working to connect them to Brownell's Minecraft World.
- 29 children and 12 adults **Read with Daisy**. We have another dog, Pugsly, joining us on Mondays starting in March. Pugsly is also certified by Therapy Dogs of Vermont.
- 43 children and 33 adults attended **Music with Raph**. This program seems to get more and more popular, and Raph does a great job. He took kids on a Dinosaur March through the picture book room on the 22nd, and he has added some new songs to his repertoire.
- 13 children and 5 teens attended **Dungeons & Dragons**.
- 7 teens attended **LEEP**. This group welcomed in the Year of the Pig with snacks designed to insure good luck, and learned two science experiments for STEAM.
- **Homeschool Book Groups** were affected by another snowy day this month.
 - 5 students attended **Red Clover**. They read and discussed *Chef Roy Choi* by Jacqueline Briggs Martin and *Wolf in Snow* by Matthew Cordell (an almost wordless book). They also created pictures with 3D snow.
 - 3 students attended **Dorothy's List**.
 - 1 teen attended **GMBA**.
- Nobody stayed for **LARP** in February. However, the two teen LARPer who showed up on the 27th volunteered to clean our YA window instead of playing. This was hard work and a kind offer on their part. The window was then repainted with an Ides of March theme by TAB members.
- 3 children and 2 adults attended **Baby Time**.
- 1 child, 1 teen, and 2 adults attended the **Family Night Movie**, *Christopher Robin*, on the 18th.
- 12 children and 1 adult participated in the **Collaborative Art Project** on the 19th. Participants worked together to create an abstract painting, to be displayed in the library in March. They seemed to enjoy hanging out with their friends and working together on something creative. They also liked the idea of sharing their work in the library.
- 6 children and 1 teen contributed to our **Monthly Zine** on the 20th; this month focused on pets.
- 25 children and 5 adults from the **Hiawatha/EJRP After School Program** visited the library on the 22nd. They made collages with Megan, and Erna took them on a tour of the library. They also had the opportunity to buy a book in the book sale room.
- 8 children and 4 adults attended **Story Time with Miss Teen Vermont**, Lizzie Martell, on the 23rd. Lizzie led a story time and craft about sea animals. There were a lot of smiles during the Baby Shark song and dance, and some beautiful paper fish by the end. This was good practice with planning and executing a program, and Mary K did an excellent job working with Lizzie who is only 16. Families seemed to appreciate Lizzie's efforts, a family from South Hero made a point of telling Lizzie how impressed they were and happy that she did the program.
- 2 kids and 2 adults attended **Lego Fun** on the 25th.
- 1 kid and 3 adults attended the **Vacation Movie**, *Minuscule*, on the 29th.

FEBRUARY BY THE NUMBERS

- New Youth Patrons: 10
- Attendance at 34 Kids Programs: 276 Kids, 3 Teens, 122 Adults
- Attendance at 9 Teen Programs: 19 Teens, 13 Kids, 0 Adult
- Kolvoord Room: 18 Youth Programs, 177 People attending
- Youth Program Support: 10 Adult Hours, 13 Teen Hours
- Passive Programming: 32 Games Played, 25 Visits to Exploration Station (it was Zen Gardening this month), 0 Express Books, 15 people studied their Chinese Zodiac to see how accurate their descriptions were, 11 people shared their favorite book and why they love it for Valentines Day.
- 50 Puppet Theater and 33 Doll House visits
- New Adult Patrons: 44
 - Cards Started for Essex Free Library: 1
- Attendance at Adult Programs: 156
- Kolvoord Room: 13 Adult Programs, 116 People Attending
- Adult Program Support: 87 hours

ADULT DEPARTMENT PROGRAMS

- Our First Friday Knit Night brought in 11 people on February 1st.
- The Vermont Astronomical Society had a talk about Astro-Imaging with a Portable Telescope that drew in 23 people on February 4th.
- 35 Staff and Volunteers came out on February 6th for our 25th Annual Volunteer Dinner Party and Yankee Swap.
- Clif offered tech help 4 times assisting 6 people.
- UVM professor Emily Bernard discussed Ta-Hehisi Coates's most recent reflections on race, the Obama presidency, and the election of Donald Trump during her First Wednesday talk. 23 people braved the bad weather to listen to her in person. The event was recorded by RETN and also Facebook live streamed.
- The Ng's returned to assist with tax preparations through the AARP. This month they worked on 58 different tax returns over 8 days of appointments.
- The first Great Decisions on Refugees and Global Migration had 4 participants. The second night, 6 people discussed The Middle East: Regional Disorder.
- 4 people listened as author Guntis Goncarovs spoke on his exploration of the Spanish American War to weave into a historical novel - *Havana's Secret*.
- Hannah hosted the viewing and discussion of TedX videos based around the theme of Bias. We had a large crowd of foreign students from SMC, as well as regular patrons which led to very interesting discussion amongst 21 people.

News from Tech Services

- Wendy Johnson has put new magazine folders on all the youth magazines. We are hoping to replace all the magazine holders in the adult department with this type of folder in the next few months.

- Wendy has also worked hard to create a new system where every time a magazine is put out the oldest issue is pulled instead of once a year going through and pulling all the old issues that are on the shelves. This means there will always be about a years worth of magazines out for people to look back at versus a yearly purge leaving the shelves for back issues empty.
- After discussing with Wendy H., Hannah has joined the municipal website committee to help with the planning process for the future Town and Village websites. While our website will remain in place, Hannah has expertise and experience to share with our recent website development and launch.

Materials Added in the Adult and Juvenile collections this month:

- Adult materials added, February: 234
- Youth materials added, February: 86
- Magazine issues added, February: 117
- Total catalogued collection size February: 69487

Wi-Fi Statistics February

- Daily Average visits time-
- 6+ hrs 16
- 1-6 hrs 36
- 20-60 mins 33
- 5-20 mins 68
- Daily Average return rate-
- Occasional 19
- Weekly 63
- Daily 39
- First time 33
- Total Unique Clients (users connected devices) for the month 520
- Twitter
- Number of Twitter followers- 49
- Instagram
- Number of Instagram followers-164
- Facebook Monthly Reach and Engagement
- February 2019
- Number of engagements with our posts (likes, shares etc.) – 689
- Total number of post views – 7999
- Number of Page Likes- 1064
-

January 2019

- Number of engagements with our posts (likes, shares etc.) – 488
- Total number of post views – 6567
- Number of Page Likes- 1058

December 2018

- Number of engagements with our posts (likes, shares etc.) – 357
- Total number of post views – 5179
- Number of Page Likes- 1056

November 2018

- Number of engagements with our posts (likes, shares etc.) – 297
- Total number of post views – 4306
- Number of Page Likes- 1047

October 2018

- Number of engagements with our posts (likes, shares etc.) – 505
- Total number of post views – 6310
- Number of Page Likes- 1046

September 2018

- Number of engagements with our posts (likes, shares etc.) – 360
- Total number of post views – 5990
- Number of Page Likes- 1045

August 2018

- Number of engagements with our posts (likes, shares etc.) – 551
- Total number of post views – 7752
- Number of Page Likes- 1039

July 2018

- Number of engagements with our posts (likes, shares etc.) – 456
- Total number of post views – 6086
- Number of Page Likes- 1032

June 2018

- Number of engagements with our posts (likes, shares etc.) – 350
- Total number of post views – 5737
- Number of Page Likes- 1025

May 2018

- Number of engagements with our posts (likes, shares etc.) – 304
- Total number of post views – 6313
- Number of Page Likes- 1016

April 2018

- Number of engagements with our posts (likes, shares etc.) – 512
- Total number of post views – 6967
- Number of Page Likes- 1008

March 2018

- Number of engagements with our posts (likes, shares etc.) – 261
- Total number of post views – 5251
- Number of Page Likes- 1007

February 2018

- Number of engagements with our posts (likes, shares etc.) – 353
- Total number of post views – 5303
- Number of Page Likes- 1000 (We hit 1000 page likes!)

Brownell Library Website monthly visitors:

- | | | |
|------------|--------------|--|
| • Feb-2018 | Visits 2,223 | Page Views 3,789 |
| • Mar-2018 | Visits 2,425 | Page Views 3,902 |
| • Apr-2018 | Visits 2,126 | Page Views 3,363 |
| • May-2018 | Visits 2,303 | Page Views 3,679 |
| • Jun-2018 | Visits 2,645 | Page Views 4,415 |
| • Jul-2018 | Visits 2,337 | Page Views 4,044 (new website started July 10th) |
| • Aug-2018 | Visits 2,215 | Page Views 3,660 |
| • Sep-2018 | Visits 1,866 | Page Views 3,295 |
| • Oct-2018 | Visits 2,151 | Page Views 3,397 |
| • Nov-2018 | Visits 1867 | Page Views 2867 |
| • Dec-2018 | Visits 1784 | Page Views 2716 |
| • Jan-2019 | Visits 2238 | Page Views 3436 |
| • Feb-2019 | Visits 1917 | Page Views 3,228 |

Evan has approved the posting. Travis, how would you like to post the ad?

Tammy, Evan mentioned getting a reading on the next Village Board update.

Courtney L. Bushey

Assistant Finance Director

Town of Essex/Village of Essex Junction

802.878.1359 (phone)



From: Travis Sabataseo <tsabataseo@ESSEX.ORG>

Sent: Thursday, April 11, 2019 9:46 AM

To: Courtney Bushey <CBushey@ESSEX.ORG>; Megan Allison <megan@brownelllibrary.org>

Cc: Wendy Hysko <wendyh@brownelllibrary.org>

Subject: Re: Job Description for Library Assistant Youth

Hi Megan sorry for the delay it's been a crazy week! This looks good to me! I'll forward to Evan and then we can get working on a job posting to get up.

Get [Outlook for Android](#)

From: Megan Allison <megan@brownelllibrary.org>

Sent: Thursday, April 11, 2019 9:25:05 AM

To: Courtney Bushey

Cc: Travis Sabataseo; Wendy Hysko

Subject: Job Description for Library Assistant Youth

Hi Courtney, I am forwarding this to you because I think Travis is out right now, and probably not checking email. We are trying to hire a new Library Assistant Youth. Mary K Dennison will be leaving us on June 1st, and this is a very busy time of year with our Summer Program starting just a few weeks later. I have revised the job description (its attached). I know this has to be approved and seen by a number of people before we can post a job ad. Is there anything I can do to help move this process along?

Thanks so much!

Megan Allison

Youth Librarian

Brownell Library

802-878-6956

**Village of Essex Junction
Job Classification Description**

**LIBRARY ASSISTANT
YOUTH AND YOUNG ADULT SERVICES
(Part-time position)**

Grade 4

BASIC FUNCTION

To encourage young adults to become lifelong library users by helping them to discover what libraries offer, how to use library resources, and how libraries can assist them in their development. To work at the Circulation Desk assisting patrons in the Youth Library.

CHARACTERISTIC DUTIES & RESPONSIBILITIES

> *Primary Responsibilities*

- < Develop and supervise young adult participation at Brownell Library, with a teen advisory board and a middle school/tween group. Plan and implement programs appropriate to young adults, that create community among teens and tweens, allow for social interaction, and give young adults a sense of belonging to Brownell Library.
- < Work directly with patrons, checking library materials in and out on the computer, renewing items, placing holds, calling patrons when materials are available, and registering new patrons when appropriate.
- < Demonstrate effective interpersonal relations with young adults, stay apprised of trends and developments in the field of young adult services.
- < Recruit and supervise teen volunteers, creating opportunities for ongoing programs and long-term projects, and providing mentoring opportunities for young adults.
- < Stay current in technologies required to perform work duties.
- < Advocate for young adults and promote the role of the library in serving young adults.
- < Monitor behavior in the library, documenting incidents and informing staff of behavior issues.

> *Secondary Responsibilities*

- < Promote and provide instruction related to the automated catalog and other library software, electronic databases, the internet, and other emerging technologies.
- < Utilize a variety of relevant and appropriate techniques (e.g., book talking, books lists, discussion groups, etc.) to encourage young adult use of all types of materials.
- < Create thematic displays in Young Adult Room to coordinate with book displays and program themes.
- < Use technologies to communicate with teens virtually.
- < When covering desk alone, follow procedures for opening or closing library.
- < Keep materials in order.
- < Assist Youth Services Librarian, as needed.

SUPERVISION RECEIVED

Direct supervision by Youth Services Librarian.

SUPERVISION EXERCISED

Assist with supervision and training of Library Assistant (shelver). Supervise and train volunteers (adults and teens) at various times during the week.

QUALIFICATIONS

- < Bachelor's degree in appropriate discipline, plus two years of experience working with youth, preferably in a library environment, or a combination of education and experience from which comparable knowledge and skills are acquired.
- < Ability to deal courteously and efficiently with a variety of individuals, especially children from preschool through high school and their parents or guardians, with a special ability to communicate with and advocate for teens.
- < Computer literacy.
- < Ability to plan and implement projects independently, while communicating with and balancing the needs of the team.
- < Attention to detail.
- < Physical ability to work in a variety of locations in the library, and to lift and move books and other materials up to 25 lbs.

DISCLAIMER: The above information is intended to describe the general nature of this position and is not to be considered a complete statement of duties, responsibilities and requirements.

From: Jim Jutras

Sent: Monday, April 8, 2019 2:17 PM

To: Bruce Hoar (bhoar@willistonvt.org) <bhoar@willistonvt.org>; Evan Teich <eteich@essex.org>; Gregory Duggan <gduggan@ESSEX.ORG>; Jeff Carr <jbc@epreconomics.com>; Dennis Lutz <dlutz@ESSEX.ORG>; Aaron Martin <amartin@ESSEX.ORG>; Sarah Macy <SMacy@ESSEX.ORG>; George Tyler <gt Tyler@essexjunction.org>; 'rmcguire@willistonvt.org' <rmcguire@willistonvt.org>

Subject: Tri Town update

Hello all and happy spring...eventually

Attached is the third quarter financial summary. So far so good. Flows are up and pretty solid and up about 7% over the recent 12 months. For expenses we are currently around 5% below budget despite high electricity use without the Cogeneration unit on line.

Speaking of CoGeneration, the replacement motor and generator are on site. The manufacturers technician is scheduled to arrive for installation and commissioning next week. Insurance will cover the loss less \$1,000 And reimburse lost electric generation and extra gas consumption. These specific details still need to be sorted out.

I have been working with our consultant on the high strength waste and sanitation system ordinance that we discussed at the December Meeting. There has been a bit of a turn in direction. I was at a meeting with the ANR where they stated that they would be delegating high strength waste treatment oversight to the facilities. EPA did not give the ANR program a favorable review. The ANR solution to the problem is to transfer that program responsibility to the facilities! The pilot program will be at several large facilities including Essex Jct. The High Strength waste documents being drafted go to address this eventual shift. More will follow after the three towns review and comment on the working draft.

Lastly, I have not forgotten the Dry Day fund discussion and package development for governing body consideration. With the change in direction on the ordinance work, this project is not forgotten but on a back burner for now.

Please let me know if you have any questions or concerns.

Jim

James L. Jutras, Water Quality Superintendent
Village of Essex Junction, 2 Lincoln Street, Essex Jct., VT 05452-3685
Facility location: 35 Cascade St
Phone: 802-878-6943 ext 101 (Fax) 802-878-6948

WASTEWATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-3 REVENUE					
255-34 OPERATING REVENUE					
255-34402.000 INTEREST EARNINGS	0.00	4,080.47	-4,080.47	100.00%	0.00
255-34403.000 MISC - UNCLASSIFIED RECEI	0.00	106.00	-106.00	100.00%	0.00
255-348 VILLAGE USER CHARGES					
255-34801.000 VILLAGE USER CHARGE	694,916.00	470,988.34	223,927.66	67.78%	0.00
255-34811.000 VILLAGE USER PENALTIES	3,000.00	2,192.99	807.01	73.10%	565.29
255-34812.000 VILL. SEPTAGE DISCHARGE I	18,000.00	20,578.94	-2,578.94	114.33%	2,077.06
255-34813.000 VILLAGE LEACHATE REVENUES	0.00	852.38	-852.38	100.00%	147.04
Total VILLAGE USER CHARGES	715,916.00	494,612.65	221,303.35	69.09%	2,789.39
255-349 TRI-TOWN REVENUES					
255-34900.000 WASTEWATER CHARGE - ESSEX	477,278.00	357,958.53	119,319.47	75.00%	39,773.17
255-34901.000 WASTEWATER CHARGE - WILLI	715,917.00	536,937.75	178,979.25	75.00%	59,659.75
255-34903.001 SHARED SEPTAGE REVENUES	9,000.00	0.00	9,000.00	0.00%	0.00
255-34903.005 PUMP STATION MAINT. FEES	31,725.00	23,793.75	7,931.25	75.00%	7,931.25
Total TRI-TOWN REVENUES	1,233,920.00	918,690.03	315,229.97	74.45%	107,364.17
Total OPERATING REVENUE	1,949,836.00	1,417,489.15	532,346.85	72.70%	110,153.56
255-39 NON OPERATING INCOME					
255-39000.001 CURRENT YR CONTRIBUTION I	0.00	255,000.00	-255,000.00	100.00%	85,000.00
255-39000.004 VAC TRUCK RENTAL	0.00	728.00	-728.00	100.00%	0.00
255-39700.002 ESSEX - DEBT PAYMENT	0.00	291,005.55	-291,005.55	100.00%	0.00
255-39700.003 WILLISTON - DEBT PAYMENT	0.00	280,440.99	-280,440.99	100.00%	0.00
255-39700.004 ESSEX JCT - DEBT PAYMENT	0.00	301,657.42	-301,657.42	100.00%	0.00
Total NON OPERATING INCOME	0.00	1,128,831.96	-1,128,831.96	100.00%	85,000.00
Total REVENUE	1,949,836.00	2,546,321.11	-596,485.11	130.59%	195,153.56
Total Revenues	1,949,836.00	2,546,321.11	-596,485.11	130.59%	195,153.56
255-43 EXPENSES					
255-4320 GENERAL EXPENSES					
255-43200.1 WWTF SALARIES					
255-43200.110 SALARIES REGULAR	343,375.00	227,009.39	116,365.61	66.11%	23,534.13
255-43200.130 SALARIES OVERTIME	45,000.00	34,180.41	10,819.59	75.96%	3,375.52
255-43200.140 SALARIES PART TIME	16,000.00	4,363.77	11,636.23	27.27%	245.56
Total WWTF SALARIES	404,375.00	265,553.57	138,821.43	65.67%	27,155.21
255-43200.2 WWTF BENEFITS					
255-43200.210 HEALTH INS & OTHER BENEFI	137,000.00	92,201.78	44,798.22	67.30%	16,469.92
255-43200.220 SOCIAL SECURITY	31,095.00	20,107.29	10,987.71	64.66%	2,090.98
255-43200.226 WORKERS COMP INSURANCE	20,534.00	11,400.85	9,133.15	55.52%	1,169.79
255-43200.230 RETIREMENT	34,338.00	22,485.15	11,852.85	65.48%	2,290.32

WASTEWATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-43200.250 UNEMPLOYMENT INSURANCE	420.00	247.38	172.62	58.90%	38.89
Total WWTF BENEFITS	223,387.00	146,442.45	76,944.55	65.56%	22,059.90
255-43200.320 LEGAL SERVICES	2,000.00	0.00	2,000.00	0.00%	0.00
255-43200.330 OTHER PROFESSIONAL SERVIC	4,000.00	2,856.61	1,143.39	71.42%	887.94
255-43200.335 AUDIT	4,320.00	5,130.00	-810.00	118.75%	0.00
255-43200.410 WATER AND SEWER CHARGE	3,000.00	2,600.86	399.14	86.70%	91.19
255-43200.432 VEHICLE MAINTENANCE	3,000.00	3,175.55	-175.55	105.85%	0.00
255-43200.491 CONTRACTUAL SERVICES	52,079.00	39,059.25	13,019.75	75.00%	13,019.75
255-43200.500 TRAINING, CONFERENCES, DU	6,500.00	4,892.07	1,607.93	75.26%	1,657.42
255-43200.521 LIABILITY & PROPERTY INS.	32,275.00	29,928.61	2,346.39	92.73%	0.00
255-43200.535 TELEPHONE SERVICES	6,000.00	3,169.13	2,830.87	52.82%	504.86
255-43200.565 GRIT DISPOSAL	18,000.00	13,326.83	4,673.17	74.04%	948.52
255-43200.567 SLUDGE PROCESSING	140,000.00	80,640.00	59,360.00	57.60%	0.00
255-43200.568 SLUDGE MANAGEMENT	150,000.00	85,002.48	64,997.52	56.67%	8,344.75
255-43200.569 WWTF ANNUAL PERMIT FEE	9,900.00	0.00	9,900.00	0.00%	0.00
255-43200.570 MAINTENANCE OTHER	100,000.00	54,930.53	45,069.47	54.93%	15,085.23
255-43200.577 CONTRACT LABORATORY SERVI	11,000.00	5,041.59	5,958.41	45.83%	786.00
255-43200.610 SUPPLIES	10,000.00	6,349.44	3,650.56	63.49%	561.75
255-43200.612 UNIFORMS,BOOTS,ETC	6,000.00	2,664.51	3,335.49	44.41%	0.00
255-43200.618 SUPPLIES - LABORATORY	18,000.00	10,406.77	7,593.23	57.82%	2,324.46
255-43200.619 CHEMICALS	230,000.00	220,949.70	9,050.30	96.07%	15,573.56
255-43200.622 ELECTRICAL SERVICE	150,000.00	122,559.14	27,440.86	81.71%	13,540.72
255-43200.623 HEATING/NATURAL GAS	20,000.00	14,581.61	5,418.39	72.91%	3,579.72
255-43200.626 GAS,GREASE AND OIL	6,000.00	1,955.29	4,044.71	32.59%	491.64
255-43200.742 TRANS TO CAPITAL RESERVE	340,000.00	255,000.00	85,000.00	75.00%	85,000.00
Total GENERAL EXPENSES	1,949,836.00	1,376,215.99	573,620.01	70.58%	211,612.62
255-433 CAPITAL PROJECTS/EXPENSES					
255-43330.000 ARRA Loan-AR1-004 Admin F	0.00	557.55	-557.55	100.00%	0.00
255-43330.001 RZEDB Interest	0.00	44,572.72	-44,572.72	100.00%	21,886.37
255-43330.002 DIGESTER CLEANING	0.00	40,114.52	-40,114.52	100.00%	326.97
255-43330.007 CWSRF RF1-148 ADMIN FEE	0.00	237,125.81	-237,125.81	100.00%	0.00
255-43330.011 HEADWORKS SCREEN	0.00	27,799.89	-27,799.89	100.00%	0.00
255-43330.012 ALKALINITY CNTRL INSTALLA	0.00	11.25	-11.25	100.00%	0.00
255-43330.014 VPIC HydroFlow Unit	0.00	27,356.75	-27,356.75	100.00%	450.00
Total CAPITAL PROJECTS/EXPENSES	0.00	377,538.49	-377,538.49	100.00%	22,663.34
255-434 NON-OPERATING EXPENSES					
Total NON-OPERATING EXPENSES	0.00	0.00	0.00	0.00%	0.00
Total EXPENSES	1,949,836.00	1,753,754.48	196,081.52	89.94%	234,275.96
Total Expenditures	1,949,836.00	1,753,754.48	196,081.52	89.94%	234,275.96
Total WASTEWATER FUND	0.00	792,566.63	-792,566.63	-100.00%	-39,122.40

04/01/19

Town of Essex / Village of EJ General Ledger

Page 3 of 3

09:27 am

Current Yr Pd: 9 Year Budget Status Report

CBushey

WASTEWATER FUND

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date

	=====	=====	=====	=====	=====
Total All Funds	0.00	792,566.63	-792,566.63	-100.00%	-39,122.40
	=====	=====	=====	=====	=====

From: Jon Moore <jmoore@ridegmt.com>
Sent: Wednesday, April 17, 2019 3:11 PM
To: Evan Teich <eteich@essex.org>; Brian Donahue <bdonahue@ewsd.org>; Jamie Smith <jsmith2@ewsd.org>; Gregory Duggan <gduggan@ESSEX.ORG>
Cc: Jamie Cram <jamie@ridegmt.com>; Rachel Kennedy <rkennedy@ridegmt.com>; PAUL BOHNE <pbohne3@comcast.net>; Marti Powers <mpowers@ridegmt.com>; Mark Sousa <msousa@ridegmt.com>; Elaine Haney <ehaney@essex.org>
Subject: GMT Bus Service

Hello,

The GMT Board of Commissioners approved service changes last night that will take effect on June 17, 2019. Based on public, municipal and stakeholder (including the EWSD) feedback the service changes approved include the below continuation of service on Sandhill & River Roads via the current Essex Center (#4) routing:

- Year-round weekday service from 6:30 AM - 8:30 AM & from 3:00 PM - 6:00 PM.

Service between Amtrak and the Essex Outlets will be provided during, and outside, of the above times as originally proposed.

Thank you for your feedback and support of GMT services and please let me know if you have any questions.

Thanks,

Jon Moore
Director of Transportation
Green Mountain Transit (GMT)
[802-540-2527](tel:802-540-2527) (Direct Line)
[802-864-2282](tel:802-864-2282) (GMT Main Office)

From: Elaine Haney

Sent: Tuesday, April 16, 2019 7:41 PM

To: Evan Teich <eteich@essex.org>; Patrick Murray <patrick.murray.vt@gmail.com>; Gregory Duggan <gduggan@ESSEX.ORG>

Subject: GMT update

Hi all,

I attended the GMT board meeting and am happy to report they reinstated the Sand Hill Road and River Road portions of Route 4. Here are the highlights:

- Effective June 17, Route 4 will run from the Essex Outlets to Sand Hill and River Road **only between 6:30-8:30 AM and 3-6 PM**. They are reducing the number of hours to improve the overall cost efficiency of the route.
- They will absorb the cost of reinstating the route. However, if EWSD wants to have Tuesday early release service, they will have to work out a contract for that directly with GMT.
- Essex's rep Paul Bohne wondered why ridership in the industrial area wasn't great. Suggested the Town EDC work with GMT to rustle up riders out there. We discussed the issue that the bus doesn't actually go to any of the businesses. Paul suggested the Town investigate sidewalks going to the bus stop.
- Paul also suggested, and the board agreed, that the board will revisit ridership numbers and costs at least every 6 months and possibly quarterly, and will discontinue the route if the numbers don't warrant it.
- The Milton commissioner expressed concern that GMT was extending the route when EWSD could go ahead and contract with another bus provider in the fall. I told him I was unaware of such plans but that he should contact the school district with concerns.
- A young man who rides the route was there with a petition (20 signatures) from Essex riders. GMT staff said they haven't seen such public involvement from a town in over a decade. 40+ people at the hearing and fully half of the online comments were about Route 4.

That's about it. We should probably formally reach out to them in acknowledgement and appreciation.

Elaine



SB = Town Selectboard
VB = Village Board of Trustees
JT = Joint Meeting of SB and VB

May 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 SB Regular 7:00 PM JT Special 7:45 PM	7	8	9	10	11
12 Mother's Day	13	14 VB Regular 6:30 PM	15	16	17	18
19	20 SB Regular 7:00 PM	21	22	23	24	25
26	27 Memorial Day OFFICES CLOSED	28 VB Regular 6:30 PM JT Special 7:15 PM	29	30	31	

MEETING SCHEDULES

4/19/2019

TOWN SELECTBOARD MEETINGS 	VILLAGE TRUSTEES MEETINGS 	JOINT MEETINGS 
April 15, 2019—7:00 PM	SB Regular	
April 23, 2019—6:30 PM	VB Regular	
April 23, 2019—7:15 PM	JT Special, 2 Lincoln <i>(Canceled 4/18)</i>	
May 6, 2019—7:00 PM	SB Regular	
May 6, 2019—7:45 PM	JT Special, 81 Main	
May 14, 2019—6:30 PM	VB Regular	
May 20, 2019—7:00 PM	SB Regular	
May 28, 2019—6:30 PM	VB Regular	
May 28, 2019—7:15 PM	JT Special, 2 Lincoln	
June 3, 2019—7:00 PM	SB Regular	
June 3, 2019—7:45 PM	JT Special, 81 Main	
June 11, 2019—6:30 PM	VB Regular	
June 17, 2019—7:00 PM	SB Regular	
June 25, 2019—6:30 PM	VB Regular	
June 25, 2019—7:15 PM	JT Special, 2 Lincoln	
July 9, 2019—6:30 PM	VB Regular	
July 15, 2019—7:00 PM	SB Regular	
July 15, 2019—7:45 PM	JT Special, 81 Main	
July 23, 2019—6:30 PM	VB Regular	
July 23, 2019—7:15 PM	JT Special, 2 Lincoln	
August 5, 2019—7:00 PM	SB Regular	
August 5, 2019—7:45 PM	JT Special, 81 Main	
August 13, 2019—6:30 PM	VB Regular	
August 19, 2019—7:00 PM	SB Regular	
August 27, 2019—6:30 PM	VB Regular	
August 27, 2019—7:15 PM	JT Special, 2 Lincoln	
September 9, 2019—7:00 PM	SB Regular	
September 9, 2019—7:45 PM	JT Special, 81 Main	
September 10, 2019—6:30 PM	VB Regular	

September 23, 2019—7:00 PM	SB Regular
September 24, 2019—6:30 PM	VB Regular
September 24, 2019—7:15 PM	JT Special, 2 Lincoln
October 7, 2019—7:00 PM	SB Regular
October 7, 2019—7:45 PM	JT Special, 81 Main
October 8, 2019—6:30 PM	VB Regular
October 28, 2019—7:00 PM	SB Regular
October 29, 2019—6:30 PM	VB Regular
October 29, 2019—7:15 PM	JT Special, 2 Lincoln
November 4, 2019—7:00 PM	SB Regular
November 4, 2019—7:45 PM	JT Special, 81 Main
November 12, 2019—6:30 PM	VB Regular
November 18, 2019—7:00 PM	SB Regular
November 26, 2019—6:30 PM	VB Regular
November 26, 2019—7:15 PM	JT Special, 2 Lincoln
December 2, 2019—7:00 PM	SB Regular
December 2, 2019—7:45 PM	JT Special, 81 Main
December 4, 2019—8:30 AM	VB Special, Budget Day
December 10, 2019—6:30 PM	VB Regular
December 16, 2019—7:00 PM	SB Regular
December 17, 2019—6:30 PM	VB Regular
December 17, 2019—7:15 PM	JT Special, 2 Lincoln
January 2, 2020—6:00 PM	SB Special, Budget Meeting
January 6, 2020—6:00 PM	SB Special, Budget Meeting, Regular meeting begins at 7:00 PM
January 6, 2020—7:45 PM	JT Special, 81 Main
January 8, 2020—6:00 PM	SB Special, Budget Meeting
January 13, 2020—6:00 PM	SB Special, Budget Meeting
January 14, 2020—6:30 PM	VB Regular
January 21, 2020—7:00 PM	SB Regular
January 28, 2020—6:30 PM	VB Regular
January 28, 2020—7:15 PM	JT Special, 2 Lincoln
February 3, 2020—7:00 PM	SB Regular

February 3, 2020—7:45 PM	JT Special, 81 Main
February 11, 2020—6:30 PM	VB Regular
February 18, 2020—7:00 PM	SB Regular
February 25, 2020—6:30 PM	VB Regular
February 25, 2020—7:15 PM	JT Special, 2 Lincoln
March 2, 2020—7:30 PM	Essex Community Dinner at 6:30; Annual Meeting at 7:30
March 3, 2020—7:00 AM to 7:00 PM	Essex Voting
March 10, 2020—6:30 PM	VB Regular
March 16, 2020—7:00 PM	SB Regular
March 24, 2020—6:30 PM	VB Regular
March 24, 2020—7:15 PM	JT Special, 2 Lincoln
April 1, 2020—7:00 PM	Essex Junction Community Supper at 6:00; Annual Meeting at 7:00
April 6, 2020—7:00 PM	SB Regular
April 6, 2020—7:45 PM	JT Special, 81 Main
April 14, 2020—7:00 AM to 7:00 PM	Essex Junction Voting
April 14, 2020—6:30 PM	VB Regular