



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

2 Lincoln Street
Essex Junction, VT 05452
Tuesday, August 13, 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. **PUBLIC HEARING**
 - a. Final Public Hearing on proposed amendments to and re-adoption of the Village of Essex Junction's Comprehensive Plan and the proposed Essex Community Enhanced Energy Plan
6. **BUSINESS ITEMS**
 - a. Adopt the Village of Essex Junction's Comprehensive Plan and Essex Community Enhanced Energy Plan
 - b. Adopt Village Road and Bridge Standards—Greg Duggan
 - c. Approve use of infographic about potential merger
 - d. Update from Governance Subcommittee
 - e. *Consider request for continuance of the warned public hearing to consider damages relative to Railroad Street scheduled for August 29, 2019 at 6:00 PM
7. **CONSENT ITEMS**
 - a. Approve minutes: July 23, 2019—Regular; July 23, 2019—Joint
 - b. Approve Warrant #17157—07/26/19; #17158—08/02/19
8. **READING FILE**
 - a. Board Member Comments
 - b. Memo from James Jutras re: PFAS (perfluoroalkyl substances) Emerging Contaminants
 - c. Vermont League of Cities and Towns Municipal Budget Workshop
 - d. Email from Jill Evans re: Direct Referrals from Police Departments to the Essex Community Justice Center—FY19
 - e. Essex Community Justice Center Newsletter—Summer 2019
 - f. Vermont Department of Taxes Notice of Education Tax Rates for FY20
 - g. Vermont League of Cities and Towns (VLCT) Award Nominations
 - h. Upcoming meeting schedule
9. **DELIBERATIVE SESSION**
 - a. *A deliberative session may be necessary
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: 08/09/2019

Date Posted


Initials



MEMORANDUM

TO: Village Trustees and Evan Teich, Unified Manager
FROM: Robin Pierce, Community Development Director
DATE: August 13, 2019
SUBJECT: Municipal Plan Update – Final hearing.

Issue: Do the Trustees wish to approve/adopt the Municipal Plan with one change made to the document.

Discussion: The Trustees added an update/edit to the Wastewater Section of the Plan on July 23rd. This was the only change to the Plan made at the July 23rd Trustee meeting.

Cost: No additional cost accrues to the Village due to these changes.

Recommendation: Staff recommends that the Trustees adopt the Municipal Plan and the Essex Community Enhanced Energy Plan as presented at tonight's meeting.



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Cost: No additional cost accrues to the Village due to these changes.

Recommendation: Staff recommends that the Trustees adopt the Municipal Plan which includes the Essex Community Enhanced Energy Plan as presented at tonight's meeting.

Memorandum

TO: Evan Teich, Unified Manager and the Trustees

FROM: Dennis Lutz, P.E., Public Works Director

Ricky Jones, PW Superintendent

DATE: 24 July 2019

SUBJECT: Adoption of Town Road and Bridge Standards (State)

ISSUE: The issue is whether or not to adopt the new Vermont State Road Standards.

DISCUSSION:

Under Act 64 and the NPDES Phase II General Storm Water Permit 3-9014 issued to the Village in 2018, Essex Junction is responsible for meeting road drainage standards. VTRANS in partnership with the Vermont Agency of Natural Resources has revised a 2017 document entitled "Town Road and Bridge Standards" to bring those standards into closer compliance with the environmental permits that have been issued. Attachment # 1 is a copy of correspondence sent to each Vermont municipality on June 20, 2019 urging municipalities to adopt these standards. The proposed road standards contain the same wording as found in the Village's storm water permit. The final version is the result of many discussions with the Agency by many Towns, including Essex, over the content of the new standards. They are minimum requirements. The Village's adopted Public Works Standards meet or exceed the new State promulgated "Town Road and Bridge Standards", a filled-in copy of which is included as Attachment #2.

Adoption of the standards is important because compliance with the standards provides for higher levels of grant funding by VTRANS and also provides a minimum level of acceptance from FEMA in the event of a declared disaster. On past disasters, there have been significant issues with the reimbursements that FEMA will cover.

Under Act 64, the Village has to accept the standards for the "hydrologically-connected segments" as noted in the Road Standards on Page 1 and in Appendix A, section 2. However, accepting these standards for a "non-hydrologically-connected segment" is optional. In my opinion and that of the Public Works staff, it would be unrealistic to accept responsibility for drainage repair on only the "hydrologically connected segments" of a road. The state designation of these segments is somewhat arbitrary given estimated impact distances from stream crossings and not on actual engineering analysis. How do you determine a specific point of change between the two types of segments and only provide repairs to one section when the

sections are contiguous? How do you respond to homeowners who question why one section of drainage carries some Village responsibility and another section a few feet away does not?

It is our recommendation that the “yes” column be checked under all applicable Sections of the permit (except for those pertaining to gravel roads) and that the Trustees adopt and sign the new standards as submitted.

RECOMMENDATION: It is recommended that the Trustees adopt and sign the new Road and Bridge Standards.

TOWN ROAD AND BRIDGE STANDARDS

(June 5, 2019)

MUNICIPALITY OF Essex Junction, VERMONT

The Legislative Body of the Municipality of Essex Junction hereby adopts the following Town Road and Bridge Standards which shall apply to the construction, repair, and maintenance of town roads and bridges.

The standards below are considered minimums. Municipalities that have construction standards / specifications in place that meet or exceed the minimum standards: indicate adoption date and include as Appendix C. **Date of Adoption:** 9/22/1992 *first adopted*
12/13/2016 *last revised*

Municipalities must comply with all applicable state and federal approvals, permits and duly adopted standards when undertaking road and bridge activities and projects.

Any new road regulated by and/or to be conveyed to the municipality shall be constructed according to the minimum of these standards.

Circle **YES** or **NO** below to indicate town adoption of that section of the Standards

Road and Bridge Standards Sections	Hydrologically-connected road segments*	Non-hydrologically-connected road segments**
Section 1 – Municipal Road Standards	YES (Required by Act 64)	<input checked="" type="radio"/> YES NO
Section 2 – Class 4 Road Standards	YES (Required by Act 64)	YES <input checked="" type="radio"/> NO <i>Not Applicable</i>
Town wide		
Section 3 – Perennial stream- bridge and culvert standards	YES (Required by DEC Stream Alteration Standard)	
Section 4 – Intermittent stream crossings	<input checked="" type="radio"/> YES NO	
Section 5 – Roadway construction standards	<input checked="" type="radio"/> YES NO	
Section 6 – Guardrail standard	<input checked="" type="radio"/> YES NO	
Section 7 – Driveway access standard	<input checked="" type="radio"/> YES NO	

Road segments – ANR Resources Atlas includes a map layer of all of Vermont’s municipal roads divided into 100-meter (328 foot) segments, each with a unique identification number.

***Hydrologically-connected road segments** - are those municipal road segments and catch basin outlets, Class 1-4, as shown on the ANR Natural Resources Hydrologically-connected municipal road segment layer (<http://anrmaps.vermont.gov/websites/anra5/>) or the Road Erosion Inventory Scoring (MRGP Implementation Table portal) layer (<https://anrweb.vt.gov/DEC/IWIS/MRGPReportViewer.aspx?ViewParms=True&Report=Portal>).

****Adoption of standards on non-hydrologically-connected road segments** does not indicate that these road segments are then subject to the Municipal Roads General Permit (MRGP).

Municipalities may also find additional resources in the latest version of the [Vermont Better Roads Manual](https://vtrans.vermont.gov/sites/aot/files/highway/documents/ltf/Better%20Roads%20Manual%20Final%202019.pdf).
<https://vtrans.vermont.gov/sites/aot/files/highway/documents/ltf/Better%20Roads%20Manual%20Final%202019.pdf>

Road and Bridge Standards Sections

Section 1 – Municipal Road Standards - See Appendix A

These standards are required by Act 64 and the DEC Municipal Roads General Permit (MRGP) for hydrologically-connected roads only.

Municipalities may adopt Section 1 Road standards by road type for non-hydrologically-connected roads/segments/catch basins.

Section 2 – Class 4 Road Standards - See Appendix A

Section 3 - Perennial stream - bridge and culvert standards

Bridge and culvert work on perennial stream crossings must conform with the statewide DEC Stream Alteration Standard.

“Perennial stream” means a watercourse or portion, segment, or reach of a watercourse, generally exceeding 0.25 square miles in watershed size, in which surface flows are not frequently or consistently interrupted during normal seasonal low flow periods. Perennial streams that begin flowing subsurface during low flow periods, due to natural geologic conditions, remain defined as perennial. All other streams, or stream segments of significant length, shall be termed intermittent. A perennial stream shall not include the standing waters in wetlands, lakes, and ponds.

Streambank stabilization and other in-stream work must conform with the statewide DEC Stream Alteration Standard.

For River Management Engineer Districts: https://dec.vermont.gov/sites/dec/files/wsm/rivers/docs/RME_districts.pdf

Section 4 – Intermittent stream crossings – See Appendix B for sizing table and graphic. These standards are above and beyond the culvert standards in Section 1.

“Intermittent streams” are defined as streams with beds of bare earthen material that run during seasonal high flows but are disconnected from the annual mean groundwater level.

Section 5 - Roadway construction standards – Sub-base and gravel standards

All new or substantially reconstructed gravel roads shall have ___ inches* thick gravel sub-base, with an additional ___ inches* top course of crushed gravel. *NA No gravel roads*

All new or substantially reconstructed paved roads shall have 24 inches* thick gravel sub-base.

*Municipalities shall indicate their own construction criteria.

Section 6 - Guardrail standard

When a roadway, culvert, bridge, or retaining wall construction or reconstruction project results in hazards such as foreslopes, drop offs, or fixed obstacles within the designated clear-zone, the AASHTO Roadside Design Guide will govern the analysis of the hazard and the subsequent treatment of that hazard. For roadway situations, an approved barrier system may be steel beam guardrail with 6-foot posts and approved guardrail end treatment. If there is less than 3 feet from the rail to the hazard, then steel beam guardrail with 8-foot posts shall be used. The G-1D is an example of an approved guardrail end treatment. For bridge rails systems, VTrans bridge rail standards shall be referenced

Section 7 - Driveway access standard

The municipality has a process in place, formal or informal, to review all new drive accesses and development roads where they intersect town roads, as authorized under 19 V.S.A. Section 1111. Municipality may reference Vtrans Standard *A-76 Standards for Town & Development Roads* and *B-71 Standards for Residential and Commercial Drives*; the Vtrans *Access Management Program Guidelines*; and the latest version of the *Vermont Better Roads Manual* for other design standards and specifications.

Passed and adopted by the Legislative Body of the Municipality of Essex Junction, State of Vermont on _____, 2017

Selectboard / City Council / Village Board of Trustees:

_____	_____
_____	_____

Appendix A

Section 1: MUNICIPAL ROAD STANDARDS

The following standards constitute the minimum required Best Management Practices (BMPs) for municipal roads. These standards shall apply to the construction, repair, and maintenance of all town roads and bridges.

It is the municipality's responsibility to maintain all practices after installation. Roads not meeting these standards must implement the BMPs listed below in order to meet the required town's standards.

Feasibility

Municipalities shall implement these standards to the extent feasible. In determining feasibility, municipalities may consider the following criteria: The implementation of a standard listed in of this documentation does not require the acquisition of additional state or federal permits or noncompliance with such permits, or noncompliance with any other state or federal law. The implementation of a standard does not require the condemnation of private property; impacts to significant environmental and historic resources, including historic stone walls, historic structures, historic landscapes, or vegetation within 250 feet of a lakeshore; impacts to buried utilities; and excessive hydraulic hammering of ledge.

Standards for All Construction and Soil Disturbing Activities

Following construction and soil disturbance on a road, all bare or unvegetated areas shall be revegetated with seed and mulch, hydroseeded, or stone lined within 5 days of disturbance of soils, or, if precipitation is forecast, sooner.

Standards for Gravel and Paved Roads with Ditches

Baseline Standards for Gravel and Paved Roads with Ditches

The following are the standards for all gravel and paved municipal roads with drainage ditches, whether or not erosion is present. These standards also apply to all new construction and significant upgrades of stormwater treatment practices.

A. Roadway/Travel Lane Standards

1. Roadway Crown

- a. Gravel roads shall be crowned, in or out-sloped:
Minimum: ¼ inch per foot
Recommended: ¼ inch to ½ inch per foot or 2% - 4%
- b. Paved/ditched roads shall be crowned during new construction, redevelopment, or repaving where repaving involves removal of the existing paving.
Minimum: 1/8 inch per foot or 1%
Recommended: 1% - 2%

2. Shoulder berms (also called Grader/Plow Berm/Windrows)

Shoulder berms shall be removed to allow precipitation to shed from the travel lane into the road drainage system. Roadway runoff shall flow in a distributed manner to the drainage ditch or filter area and there shall be no shoulder berms or evidence of a "secondary ditch". Shoulder berms may remain in place if the road crown is in-sloped or out-sloped to the opposite side of the road from berm side of road. The shoulder berm standard only applies to gravel roads with drainage ditches.

B. Road Drainage Standards

Roadway runoff shall flow in a distributed manner to grass or a forested area by lowering road shoulders or conversely by elevating the travel lane level above the shoulder. Road shoulders shall be lower than travel lane elevation. If distributed flow is not possible, roadway runoff may enter a drainage ditch, stabilized as follows:

1. For roads with slopes between 0% and 5%: At a minimum, grass-lined ditch, no bare soil. Geotextile and erosion matting may be used instead of seed and mulch. Alternatively, ditches may be stabilized using any of the practices identified for roads with slopes 5% or greater included in subpart B.2 below.

Recommended shape: trapezoidal or parabolic cross section with mild side slopes; 2 foot horizontal per 1 foot vertical or flatter and 2-foot ditch depth.

2. For roads with slopes 5% or greater but less than 8%:
 - a. Stone-lined ditch: minimum 6 to 8-inch minus stone or the equivalent for new practice construction. Recommended 2-foot ditch depth from top of stone-lined bottom,
 - b. Grass-lined ditch with stone check dams¹, or
 - c. Grass-lined ditch if installed with disconnection practices such as cross culverts and/or turnouts to reduce road stormwater runoff volume. There shall be at least two cross culverts or turnouts per segment disconnecting road stormwater out of the road drainage network into vegetated areas or spaced every 160 feet.
3. For roads with slopes of 8% or greater: Stone-lined ditch.
 - a. For slopes greater than or equal to 8% but less than 10%: minimum 6 to 8-inch minus stone or the equivalent for new construction. Recommended 2-foot ditch depth from top of stone-lined bottom.
 - b. For slopes greater than 10%: minimum 6 to 8-inch minus stone. Recommended 12-inch minus stone or the equivalent. Recommended 2-foot ditch depth from top of stone-lined bottom.
4. If appropriate, bioretention areas, level spreaders, armored shoulders, and sub-surface drainage practices may be substituted for the above road drainage standards.

C. Drainage Outlets to Waters & Turnouts

Roadway drainage shall be disconnected from waterbodies and defined channels, since the latter can act as a stormwater conveyance, and roadway drainage shall flow in a distributed manner to a grass or forested filter area. Drainage outlets and conveyance areas shall be stabilized as follows:

1. Turn-outs – all drainage ditches shall be turned out to avoid direct outlet to surface waters.
2. There must be adequate outlet protection at the end of the turnout, based upon slope ranges below. Turnout slopes shall be measured on the bank where the practice is located and not based on the road slope.
 - a. For turnouts with slopes of 0% or greater but less than 5%: stabilize with grass at minimum. Alternatively, stabilize using the practices identified in subpart b – c below, when possible.
 - b. For turnouts with slopes 5% or greater: stabilize with stone.
 - c. For slopes greater than 5% but less than 10%: minimum 6-inch to 8-inch minus stone or the equivalent for new construction.
 - d. For slopes greater than 10%: minimum 6 to 8-inch minus stone or equivalent for new construction. Recommend 12-inch minus stone or the equivalent.

¹ See check dam installation specifications.

Drainage and Intermittent Stream Culvert Standards

The following are the required culvert standards for all gravel and paved roads with ditches where rill or gully erosion is present. These standards also apply to new construction and significant upgrades of stormwater treatment practices.

1. Municipal Culverts (Drainage and Intermittent Streams)
 1. Culvert end treatment or headwall required for areas with road slopes 5% or greater if erosion is due to absence of these structures. End treatment or headwall is required for new construction on slopes 5% or greater.
 2. Stabilize outlet such that there will be no scour erosion, if erosion is due to absence or inadequacy of outlet stabilization. Stone aprons or plunge pools required for new construction on road slopes 5% or greater.
 3. Upgrade to 18-inch culvert (minimum), if erosion is due to inadequate size or absence of structure.
 4. A French Drain (also called an Underdrain) or French Mattress (also called a Rock Sandwich) sub-surface drainage practice may be substituted for a cross culvert.
2. Driveway Culverts within the municipal ROW
 1. Culvert end treatment or headwall required for areas with road slopes of 5% or greater, if erosion is due to absence of these structures. End treatment or headwall is required for new construction.
 2. Stabilize outlet such that there will be no scour erosion, if erosion is due to absence or inadequacy of outlet stabilization. Stone aprons or plunge pools required for new construction.
 3. Upgrade to minimum 15-inch culvert, 18-inch recommended, if erosion is due to inadequate size or absence of structure.

Standards for Paved Roads with Catch Basins

Catch Basin Outlet Stabilization: All catch basin outlets shall be stabilized to eliminate all rill and gully erosion. Catch basin outfall stabilization practices include: stone-lined ditch, stone apron, check dams and culvert header/headwall.

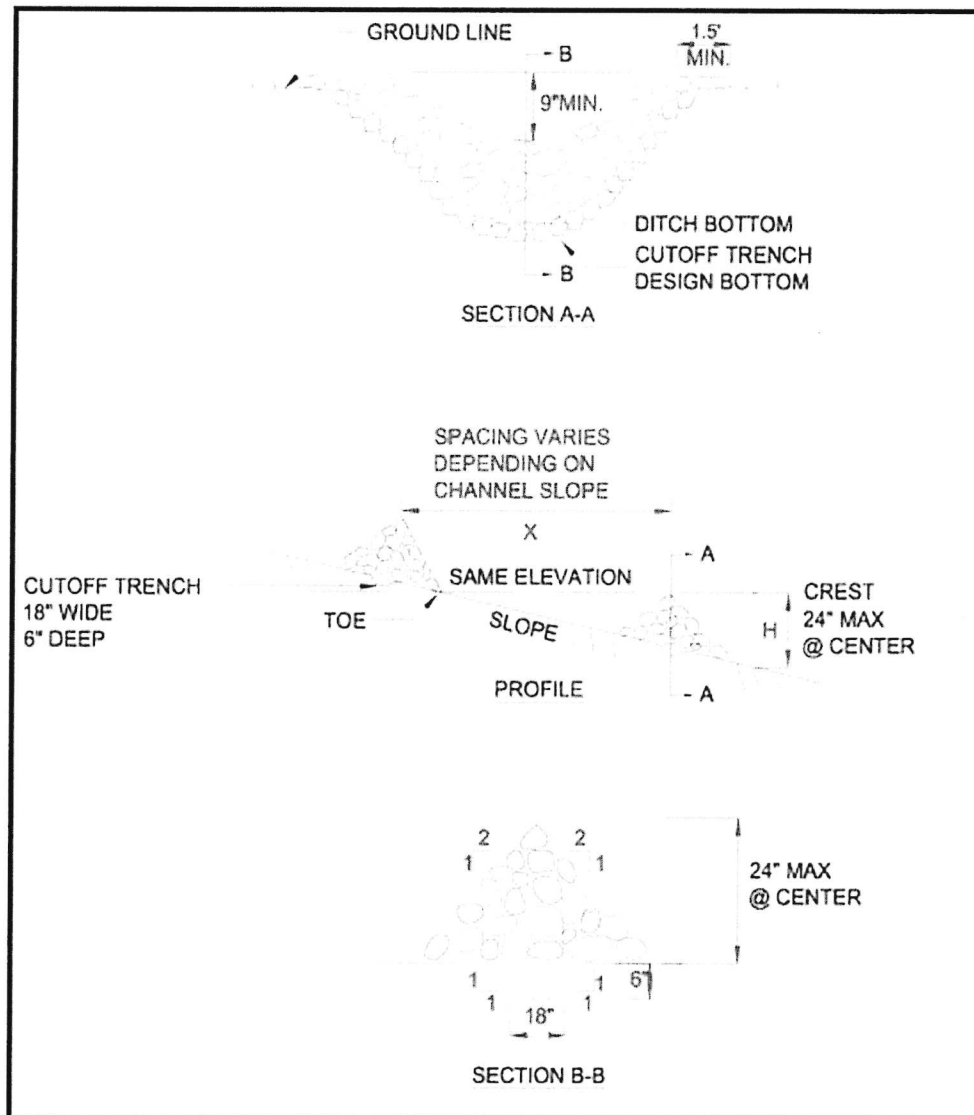
Stone Check Dam Specification

- Height: No greater than 2 feet. Center of dam should be 9 inches lower than the side elevation
- Side slopes: 2:1 or flatter
- Stone size: Use a mixture of 2 to 9-inch stone
- Width: Dams should span the width of the channel and extend up the sides of the banks
- Spacing: Space the dams so that the bottom (toe) of the upstream dam is at the elevation of the top (crest) of the downstream dam. This spacing is equal to the height of the check dam divided by the channel slope.

$$\text{Spacing (in feet)} = \frac{\text{Height of check dam (in feet)}}{\text{Slope in channel (ft/ft)}}$$

- Maintenance: Remove sediment accumulated behind the dam as needed to allow channel to drain through the stone check dam and prevent large flows from carrying sediment over the dam. If significant erosion occurs between check dams, a liner of stone should be installed.

Check Dam Specification:



Section 2: STANDARDS FOR CLASS 4 ROADS

Stabilize any areas of gully erosion with the practices described above or equivalent practices. Disconnection practices such as broad-based dips and water bars may replace cross culverts and turnouts.

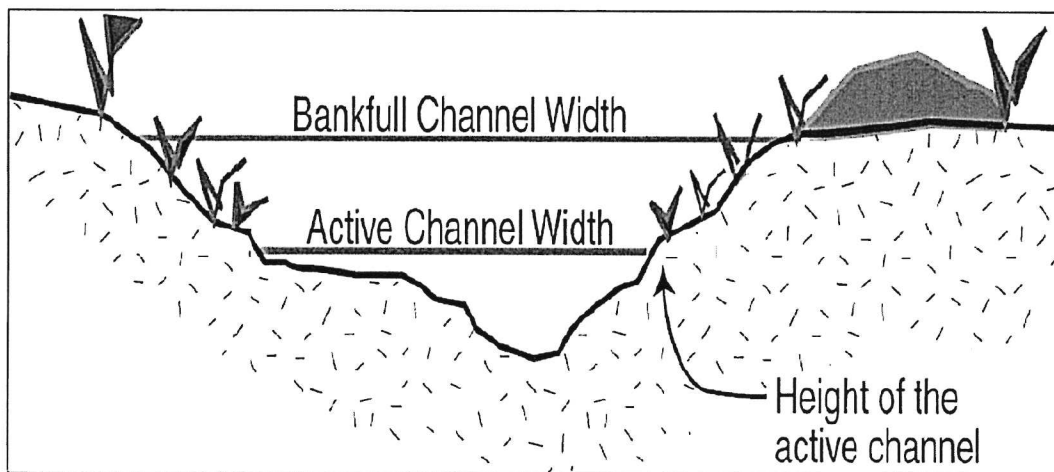
Appendix B

Active Channel Culvert Sizing for Intermittent Stream Crossings

Choose the drainage area closest to your crossing site drainage area

Drainage Area (Acres)	Minimum Diameter for Culverts on Intermittent Streams (inches)
4	15
8	18
16	24
20	30
40	36
50	42
80	48
120	60
160	66
200	<i>Streams with drainage areas of 160 acres or greater are likely to be perennial. Adhere to the VTDEC Technical Guidance for Identification of Perennial Streams</i>
320	
350	
450	
640	

Active Channel Width



Active Channel Width means the limits of the streambed scour formed by prevailing stream discharges, measured perpendicular to streamflow. The active channel is narrower than the bankfull width (approximately 75%) and is defined by the break in bank slope and typically extends to the edge of permanent vegetation.

Culvert sizing for crossings on intermittent streams: Determine the Active Channel Width by field measurements, *the culvert size should meet or exceed the Active Channel Width*. To obtain the measurements go to the crossing location and obtain several upstream Active Channel Width measurements in riffle (fast moving water) narrower channel locations. The selected channel width should be a representative average of the field measurements. In the absence of field measurements, the drainage areas in the table can be used.

Dear Chittenden County Municipal Mayors, Managers, Administrators, and Clerks,

I am forwarding the information we have about updating municipal Road and Bridge Standards to make sure you are aware of this issue and hopefully have already acted upon it. I expect that you and or your staff have gotten more than one communication about this over the last couple of months. I am sending this one last email just to make sure that every one of our municipalities has heard about this change in standards and adopted them if possible. The new standards are in effect as of August 1. If you haven't yet adopted the new standards, I encourage your municipality to do so. Please contact VTrans District staff for more detailed guidance or assistance.

Attached you will find the original email from Secretaries Julie Moore and Joe Flynn on this topic from June 20th. You will also find a brief summary table describing the changes.

Here are the responses by VTrans to a few key questions we posed on this issue that may be helpful to you:

- a) If a municipality does not adopt these new 2019 Town Road and Bridge standards, does this reduce their eligibility for certain VTRANs grants going forward. **Response:** Even towns who have never adopted any form of codes and standards are still eligible for our town highway grants. But if he is referring to receiving the extra 10% State share on TH Structures or Class 2 Roadway grants, towns must only meet three requirements: 1) have adopted road and bridge standards, 2) have completed a network inventory, and 3) have submitted an annual certification of compliance for town road and bridge standards. For the purposes of the town highway grants State match, VTrans will still consider the 2013 version of codes and standards as meeting the first requirement. However, I am not sure why a town would want to continue with the 2013 version, when presented with greater flexibility contained in the 2019 version.
- b) If a FEMA disaster occurs after July 31, but a municipality has not adopted these standards, does not having these new standards in place mean that FEMA might penalize or fund a lower portion of a PA-funded project? **Response:** FEMA doesn't care which version of codes and standards that a town has adopted. They just want to know that if a town has adopted some form of codes and standards that they are reasonable and that they actually adhere to them.
- c) By what date certain must a municipality adopt these new 2019 Standards, in order to meet ERAF standards? **Response:** In the opinion of VTrans, after July 31, 2019, "the January 2013 version of the Town Road and Bridge Standards will no longer be considered the State-approved template." So that would mean that towns should adopt the 2019 State-approved Town Road and Bridge Standards by August 1, 2019, if they wish to receive the additional 5% ERAF funding in the event of a FEMA Public Assistance declaration.

As I have stated in other e-mails, the primary folks who should be assisting municipalities as they consider the 2019 standards should be the VTrans District Project Managers. I am very concerned that if we have the RPCs also providing guidance to municipalities on this topic that we will not be providing consistent guidance. If a town contacts an RPC for assistance on this topic, the RPC should direct the town to their respective District Project Manager.

Alec

Alec Portalupi | Support Services Bureau
Vermont Agency of Transportation
2178 Airport Road – Unit A | Berlin, VT 05641
802-279-3447
vtrans.vermont.gov

New VT Road and Bridge Standards Summary Table

New VT Road and Bridge Standards	Change from previous version of Standards
Overall changes	The new Road and Bridge Standards overall goal was to align any differences with the previous Road and Bridge Standards with the new required DEC Municipal Roads General Permit (MRGP), give towns more flexibility in deciding exactly which standards that adopt by itemizing each, and to give FEMA more clarity in seeing which standards towns are required to adopt by Vermont law (MRGP standards for connected roads and DEC Stream Alteration Permit) and which standards towns are voluntarily adopting.
1. Municipal Roads Standards	<p>What's the same?</p> <ul style="list-style-type: none"> The previous standards for road crown, grader berms, and drive and drainage culvert minimum sizes remain unchanged. Those MRGP standards are the same as the previous Road and Bridge Standards. <p>What's changed?</p> <ul style="list-style-type: none"> What has changed is that the MRGP standards are required by Act 64 for <i>hydrologically-connected roads</i>, while the VT Road and Bridge Standards had been voluntarily adopted by towns. Towns can voluntarily adopt the MRGP standards for "<i>non-hydrologically connected</i>" roads as well. If towns choose to adopt the MRGP standards for "<i>non-connected roads</i>", those road segments <u>will not</u> fall under the MRGP. Some of the changes from the old to the new include: changes to the road drainage ditch-stone-lined ditch requirements. The previous version required stone-lining at 5% slope and greater. The new standards require stone lining at 8% and greater and give different options for road slopes between 5-8% including check dams and disconnection practices. Additionally, towns will be required to address any erosion associated with drainage and driveway culverts- either replacing them or stabilizing erosion sources. The MRGP standards have different road standards for different road types, rather than the previous standards, which were more of a "one size fits all." The MRGP road types and related standards include: paved roads with curbs and catch basins, gravel and paved roads with drainage ditches and Class 4 roads.

2. Class 4 Road Standards	New standard option- The MRGP standards are required for “ <i>connected</i> ” Class 4 roads, but towns can voluntarily adopt this standard for “ <i>non-connected</i> ” Class 4 roads. The standard for Class 4 roads includes stabilizing any gully erosion, or erosion that is at a depth of 12” or greater.
3. Perennial Stream-bridge and culvert standards	What’s the same and what has changed? Towns were, and still are, required to contact a DEC Stream Engineer and obtain a DEC Alteration permit when replacing or working on a perennial stream bridge or culvert. The crossing requirements for perennial streams are generally based on the <i>bankfull channel width</i> . This standard is called out for clarity for FEMA and towns that this is required by state law.
4. Intermittent stream crossings	New standard option- <ul style="list-style-type: none"> • This is a new voluntary standard that towns can adopt for intermittent stream culverts. Intermittent streams are those streams that only run for a portion of the year but have defined stream channels. Intermittent streams are not perennial streams and therefore do not fall under the DEC Stream Alteration permit. Drainage and driveway culverts are covered under Standard 1 above. • The intermittent stream crossing size is based on the “<i>Active Channel Width</i>” or <i>scour width</i>, which is approximately 75% of the bankfull channel width
5. Roadway construction standards	What’s changed? Towns can voluntarily adopt this standalone standard and enter their desired depth of both surface material and sub-base material.
6. Guardrail standards	What’s changed? Towns can voluntarily adopt this standalone standard.
7. Driveway access standards	What’s changed? Towns can voluntarily adopt a Driveway Access Standard, as a standalone. VTrans and the VT League of Cities and Towns have added some sample Driveway Access templates.

From: Vermont Local Roads Program <VT-LOCALROADS@LISTSERV.VERMONTLOCALROADS.ORG> on behalf of Hayden, Holly <Holly.Hayden@vermont.gov>
Sent: Wednesday, June 26, 2019 10:27 AM
To: VT-LOCALROADS@LISTSERV.VERMONTLOCALROADS.ORG
Subject: Town Road and Bridge Standards
Attachments: Town Road and Bridge Standards (5Jun2019_Fillable Form).pdf; Town Road and Bridge Standards (June2019) Cover Ltr.pdf

June 20, 2019

Re: 2019 Town Road and Bridge Standards Dear

Municipal Officials:

Overview

Over the past few months, the Vermont Agency of Transportation and the Vermont Agency of Natural Resources have been developing an updated State-approved Town Road and Bridge Standards template (attached). One of the primary reasons for updating these standards is to give municipalities more flexibility in choosing the parts of these standards they would like to adopt and to make it easier for FEMA to understand the standards each municipality has adopted in the event of a federally declared disaster. We have worked very closely with the Vermont League of Cities and Towns on this effort and we have involved the Vermont Local Roads program and the regional planning commissions to solicit reviews and input from the municipalities.

In accordance with Act 110 of the 2010 Legislative session, the Town Road and Bridge Standards were last reviewed and approved (unchanged) in 2017, and the next deadline is 2021. However, there is a practical need to update the standards sooner to eliminate the overlap with the Municipal Roads General (stormwater) Permit standards, which all towns must follow. The MRGP standards only cover "hydrologically-connected" local roads (about 50% of local roads on average). By comparison, the Town Road and Bridge Standards are voluntary, also include storm water management and flood resilience, construction and safety practices, and apply to all town highways.

The existing (January 2013) template can remain in effect through July 31, 2019. After that date, the January 2013 version of the Town Road and Bridge Standards will no longer be considered the State approved template. Consequently, we would like to strongly encourage all municipalities to consider adopting the new 2019 Town Road and Bridge Standards template prior to August 1, 2019.

2019 Town Road and Bridge Standards

The attached State-approved Town Road and Bridge Standards template has seven sections and is organized around hydrologically-connected and non-hydrologically connected roads. As noted in the table, Sections 1 and 2 are required for connected roads, and Section 3 is required for all bridges and

culverts over perennial streams. For the non-connected roads, municipalities can choose which specific standards they wish to adopt.


To be eligible for increased funding under the Emergency Relief and Assistance Fund (ERAF) rule (CVR 10-000-001) and to be eligible for an additional 10% State share funding on Town Highway Structures and Class 2 Town Highway grants, a municipality need only circle "Yes" under the hydrologically connected road segments column (Sections 1 and 2) and then circle "Yes" for Section 3. All other choices may be circled "No." Adoption of what essentially is mandatory under the MRGP and the Stream Alteration Permit standards may seem redundant, however, it makes it clear to FEMA that a municipality has formally adopted "codes and standards" in writing.

We would like to encourage all municipalities to circle "Yes" for as many sections in this new template as they feel comfortable with to improve the resiliency of municipal highway infrastructure, enhance the safety of the travelling public, and to realize as many benefits as possible from the FEMA Public Assistance program.

There are a few municipalities throughout the State who have much more comprehensive and elaborate standards and specifications related to their highway infrastructure. In the past, we have allowed municipalities to use those documents with a signed certification that they meet or exceed the State approved template. The 2019 Town Road and Bridge Standards template continues to allow for this. You will find that proviso in the second paragraph of page 1. The VTrans District staff can assist municipalities who fall under that category of "codes and standards."

The VTrans District personnel are available to work with any municipality in explaining the various options and to answer questions related to the new town road and bridge standards template. Please contact your nearest VTrans District Office for assistance and information. See attached District map and contact information.

Sincerely,



Julia S. Moore, P.E.
Secretary of Natural Resources



Joe Flynn
Secretary of Transportation

To unsubscribe from the VT-LOCALROADS list, click the following link:
<http://listserv.vermontlocalroads.org/scripts/wa-VLRDS.exe?SUBED1=VT-LOCALROADS&A=1>

Memorandum

To: Selectboard; Board of Trustees; Evan Teich, Unified Manager
From: Greg Duggan, Deputy Manager; Ann Janda, Project Manager
Re: Infographic on potential merger vote GSD
Date: August 2, 2019

Issue

The issue is whether the Selectboard/Trustees will authorize the use of the infographic, "Greater Essex 2020: Answering your questions about the November 2020 merger vote," during the focus groups about governance change.

Discussion

The Governance Subcommittee on August 2 reviewed and approved informational materials to be used during the upcoming focus groups about governance change. An infographic, "Greater Essex 2020: Answering your questions about the November 2020 merger vote" (attached) was not ready for review at the subcommittee meeting, but the attached draft was completed shortly after the meeting. Staff believes the infographic could be helpful during the focus groups. Focus group participants may also have feedback about how to improve the infographic.

Because the Governance Subcommittee specifically authorized the use of certain informational materials at the focus groups, staff is seeking similar approval before distributing the infographic.

Cost

n/a

Recommendation

Staff recommends that the Selectboard/Trustees authorize the use of the infographic, "Greater Essex 2020: Answering your questions about the November 2020 merger vote," during the focus groups about governance change.



GREATER ESSEX 2020

ANSWERING YOUR QUESTIONS
about the NOVEMBER 2020 MERGER VOTE

FIRST THING'S FIRST: WHAT ARE WE VOTING ON?

The Town of Essex and the Village of Essex Junction are currently **two municipalities** with **two separate charters**, sharing some municipal services under contract. Town and Village residents are all residents of the Town -- Village residents are residents of both.



The **Town of Essex Selectboard** and the **Village of Essex Junction Board of Trustees** are exploring a potential merger of the governance of the two municipalities under a single charter to form a single government entity.

Following extensive research, collaboration, and a robust public engagement process, the community will vote on **November 3, 2020** on whether to proceed.

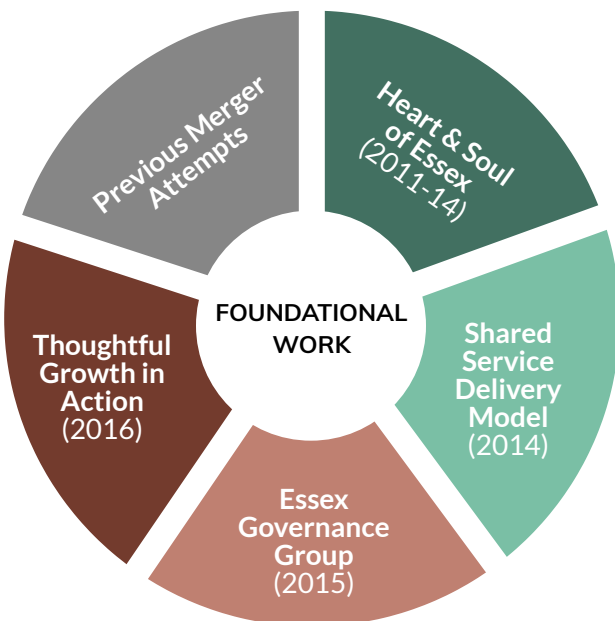
WHY MERGE?

The short answer: To better serve greater Essex.

A **Governance Subcommittee** -- consisting of two members from each governing board -- was established in 2018 and has been extensively researching various governance models.

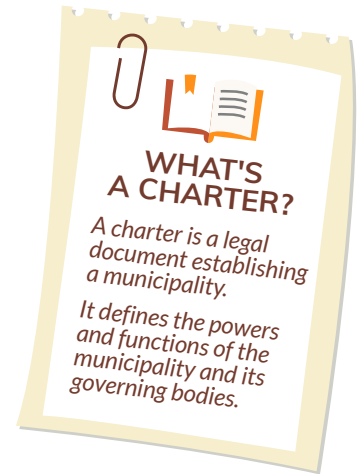
Additionally, a lot of work has already been done to inform this conversation, including:

PUBLIC ENGAGEMENT RESIDENT SURVEYS LEGAL GUIDANCE



There are still a number of items to consider leading up to a community decision, including:

TAXATION GOVERNING BOARD STRUCTURE & ELECTIONS COMMUNITY IDENTITY



KEY BENEFITS INCLUDE:



Streamlined services



More convenient customer service



Better economic development & financial planning



More efficient organization structure



Reducing the # of times residents vote



Integrated community planning

CURRENTLY:

The Town and Village function **TOGETHER** in many ways:



Manager's Office (One Municipal Manager)
Police Department
Clerk's Office
Finance Department
Essex Area Senior Center
Public Works Department

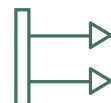


These departments and services are paid for by all members of the Essex community.



Consolidations have saved more than \$2.5 million combined from fiscal years 2014-2020.

The Town and Village still budget **SEPARATELY** for these services:

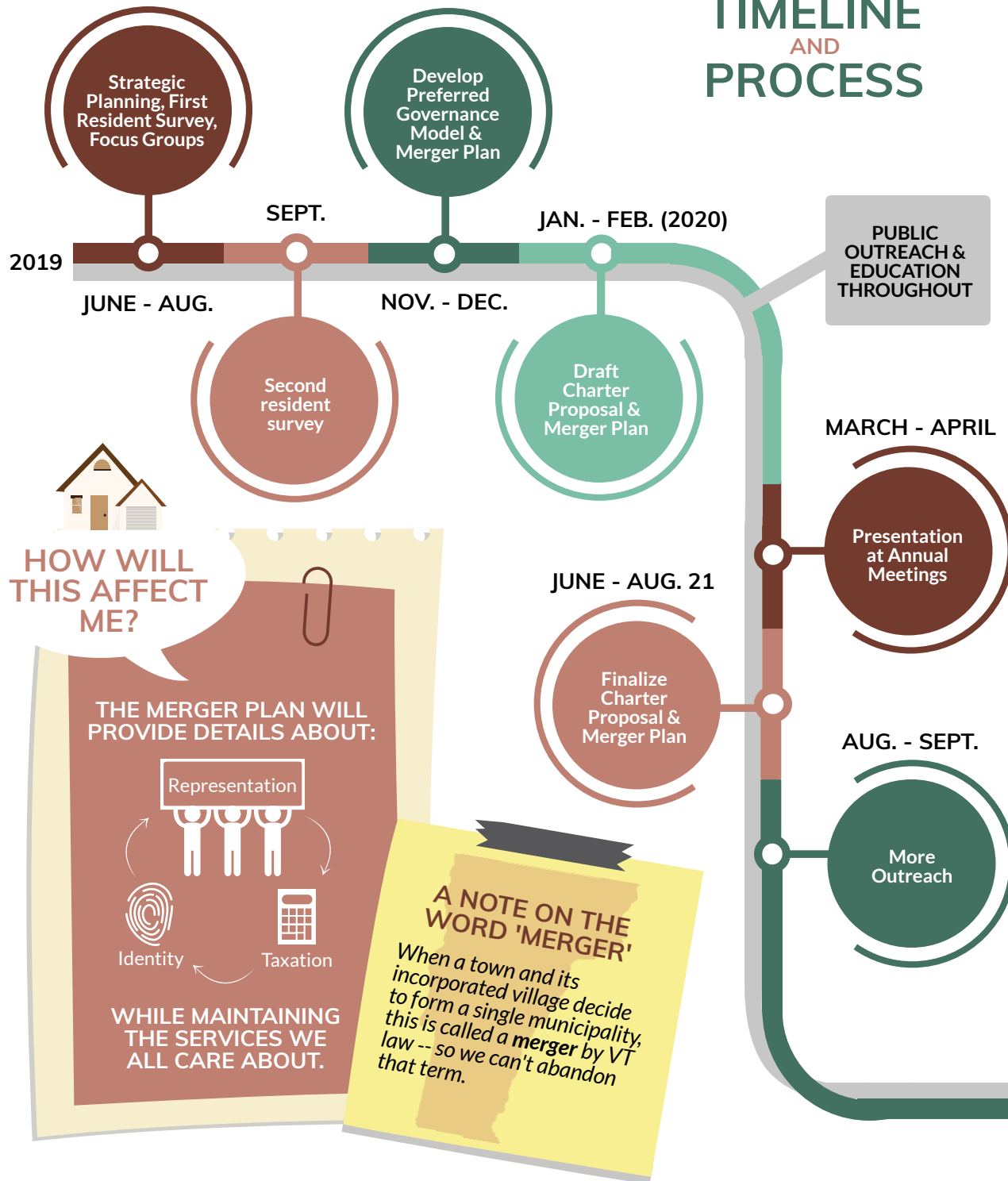


Fire Department
Libraries
Community Development
Parks and Recreation
Capital Planning
Elected and Appointed Boards

WHAT'S NEXT?



TIMELINE AND PROCESS



YOUR PARTICIPATION IS ESSENTIAL TO THIS PROCESS!

The Town of Essex and the Village of Essex Junction want to hear your thoughts, ideas, concerns, and aspirations for the future of our community. Are we on the right track?

- ✓ **SHARE YOUR IDEAS**
- ✓ **TALK TO YOUR NEIGHBORS**
- ✓ **READ THE WEEKLY COLUMN IN THE ESSEX REPORTER AND FPF**
- ✓ **ASK QUESTIONS**
- ✓ **BROWSE OUR FAQ**

Stay in touch at:

greateressex2020.org

HOW WILL THIS AFFECT ME?

THE MERGER PLAN WILL PROVIDE DETAILS ABOUT:



WHILE MAINTAINING THE SERVICES WE ALL CARE ABOUT.

A NOTE ON THE WORD 'MERGER'

*When a town and its incorporated village decide to form a single municipality, this is called a **merger** by VT law -- so we can't abandon that term.*



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Additionally, a lot of work has already been done to inform this conversation, including **PUBLIC ENGAGEMENT**, **RESIDENT SURVEYS**, **LEGAL GUIDANCE** and **FOUNDATIONAL WORK**.

KEY BENEFITS INCLUDE:



Streamlined services



More convenient customer service



Better economic development & financial planning



More efficient organization structure



Reducing the # of times residents vote



Integrated community planning

KEY CHALLENGES:

There are still a number of issues to resolve leading up to a community decision, including:



Taxation



Governing board structure & elections



Community identity

CURRENTLY:

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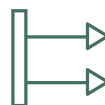
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Police Department
Clerk's Office
Finance Department
Essex Area Senior Center
Public Works Department



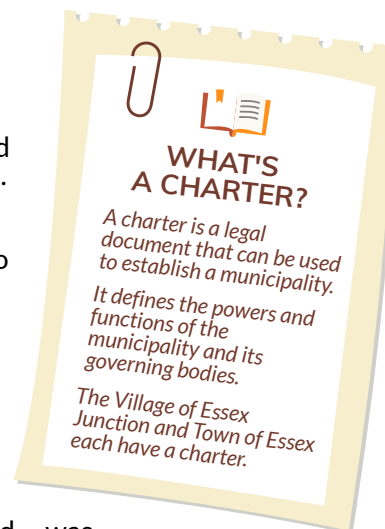
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Libraries
Community Development
Parks and Recreation
Capital Planning
Elected & Appointed Boards

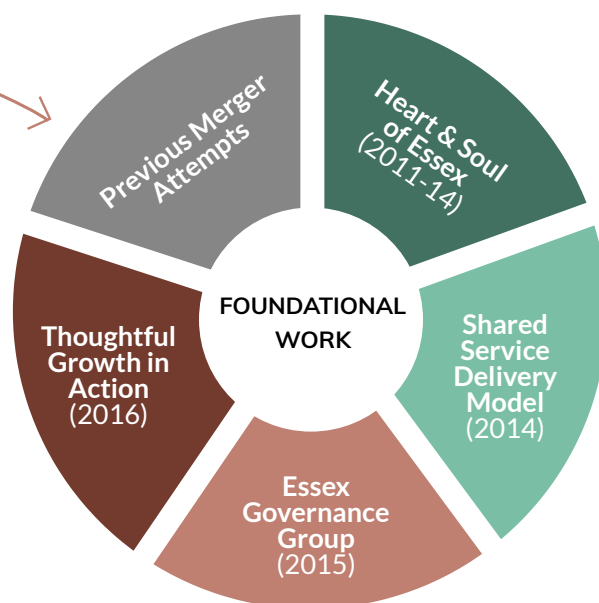


WHAT'S A CHARTER?

A charter is a legal document that can be used to establish a municipality.

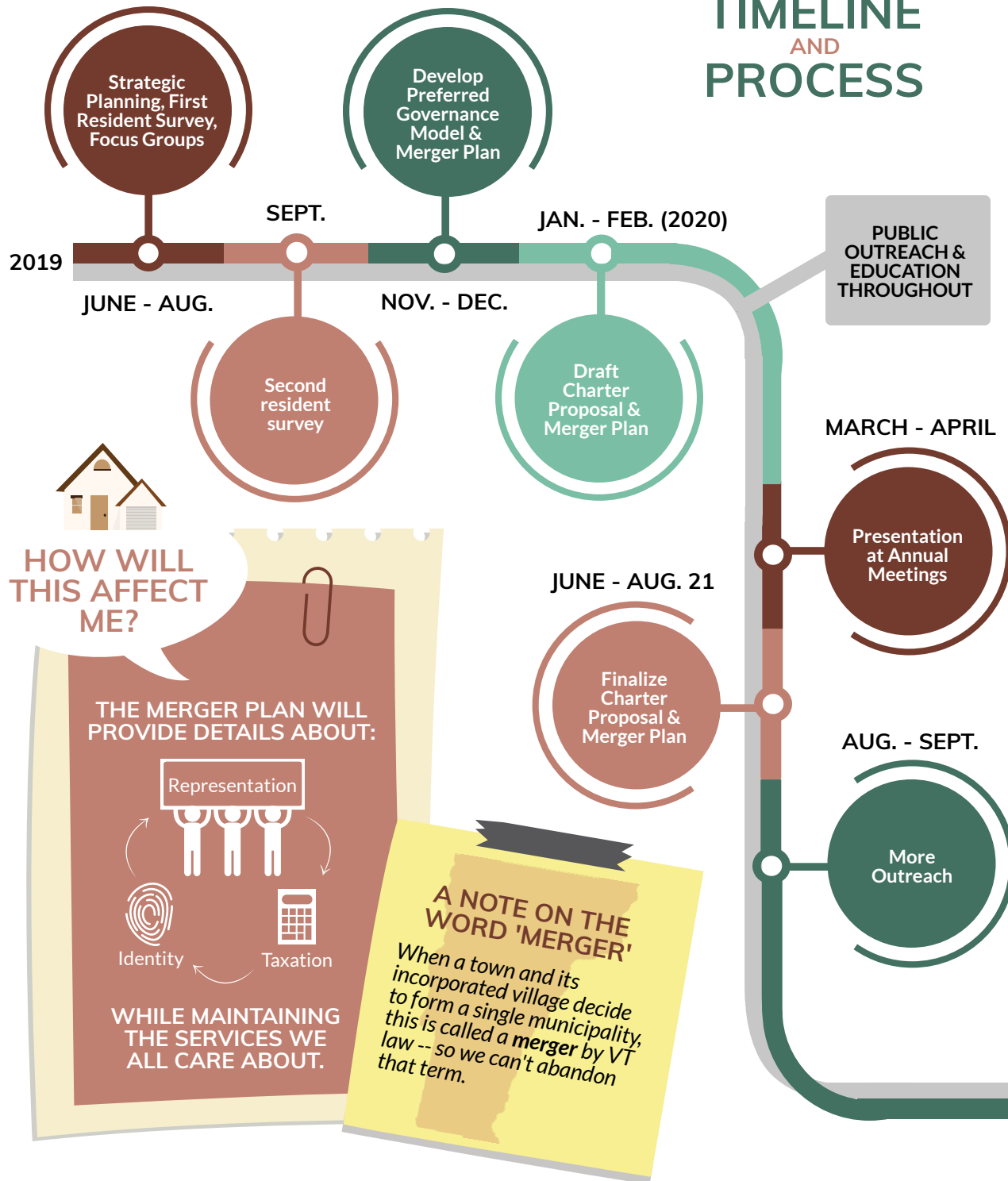
It defines the powers and functions of the municipality and its governing bodies.

The Village of Essex Junction and Town of Essex each have a charter.



WHAT'S NEXT? →

TIMELINE AND PROCESS



COMMUNITY INPUT

YOUR PARTICIPATION IS ESSENTIAL TO THIS PROCESS!

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Representation



Identity



Taxation

WHILE MAINTAINING THE SERVICES WE ALL CARE ABOUT.

A NOTE ON THE WORD 'MERGER'

When a town and its incorporated village decide to form a single municipality, this is called a **merger** by VT law -- so we can't abandon that term.

Memorandum

To: Trustees; Evan Teich, Unified Manager
Cc: Governance Subcommittee; Ann Janda, Project Manager
From: Greg Duggan, Deputy Manager GSD
Re: Update from Governance Subcommittee
Date: August 8, 2019

Issue

The issue is to update the Trustees on work being done by the Governance Subcommittee.

Discussion

Since the Selectboard last met on July 23, the Governance Subcommittee has held two meetings, on July 26 and August 2.

The Subcommittee has worked with KSV on a discussion guide for the upcoming focus groups about governance change, and has worked with staff to develop brief informational sheets about the governance change possibilities.

Focus groups will be held August 13-15. As of August 8, more than 80 people had responded to the focus group screener, and KSV had confirmed 46 participants.

Cost

N/a

Recommendation

This memo is for informational purposes.

August 2, 2019

The Town of Essex Selectboard and Village of Essex Junction Board of Trustees are currently considering the following options for potential changes to governance in the Town of Essex and Village of Essex Junction.

Please note, these are conceptual options; specific details still need to be determined, based in part on feedback from focus groups and surveys.

Municipal Governance Model Options

Option 1: Unified Charter	Option 2: Unified Charter with Special Tax District(s)	Option 3: Status Quo*
<ul style="list-style-type: none">Town of Essex and Village of Essex Junction charters dissolvedOne municipality with a new charter and one elected governing bodyOne tax rate for the entire municipality (the transition plan may require temporary tax districts until the rate is equalized)	<ul style="list-style-type: none">Town of Essex and Village of Essex Junction charters dissolvedOne municipality with a new charter and one elected governing body.Different tax rates based on perpetual Tax District(s) for certain services	<ul style="list-style-type: none">Continue with two charters for Town of Essex and Village of Essex JunctionTwo municipalities, two charters with two elected governing bodiesTwo tax rates with some shared services and some separate services, uncombined and budgeted separately*

Representation Options for a new Governance Model with one elected governing body

At Large Elections Only	Two (or more) Voting Wards Only**	Combination of Two (or more) Voting Wards** and At Large Elections
Anyone residing anywhere in the entire community could run for election to the governing body.	<p>The elected governing body would have:</p> <ul style="list-style-type: none">half its members residing in the town outside the village andhalf its members residing in the village <p><i>**Borders may change over time based on population</i></p>	<p>The elected governing body would include:</p> <ul style="list-style-type: none">members residing in the town outside the villagemembers residing in the villagemembers residing anywhere in the entire community <p><i>**Borders may change over time based on population</i></p>

**Status Quo (Option 3) Services Status*

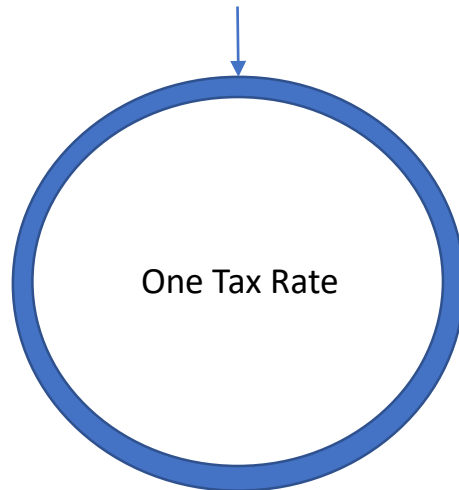
Shared Services	Separate Services
<ul style="list-style-type: none">• Manager's Office• Police Department• Clerk's Office• Finance Department• Senior Center• Public Works Department• Human Resources Department• Information Technology Department	<ul style="list-style-type: none">• Fire Departments• Libraries• Parks and Recreation Departments• Community Development Departments• Capital Planning• Elected and Appointed Officials

Governance Options

August 2, 2019

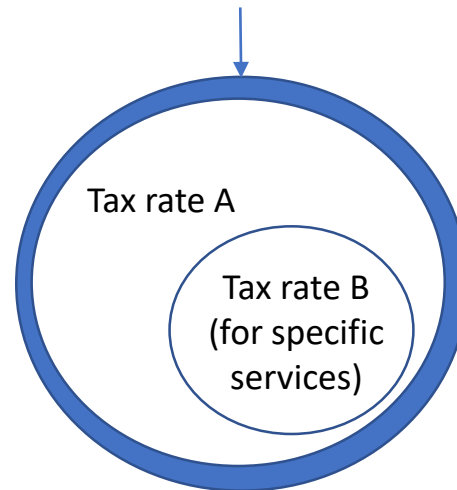
Option 1: One Municipality

- One elected governing body
- One tax rate



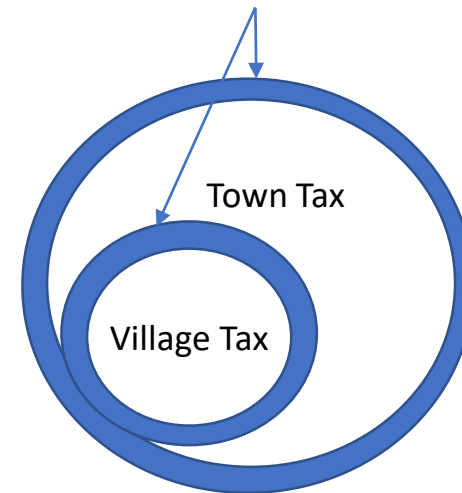
Option 2: One Municipality

- One elected governing body
- Multiple tax rates



Status Quo: Two Municipalities*

- Two elected governing bodies
- Two tax rates

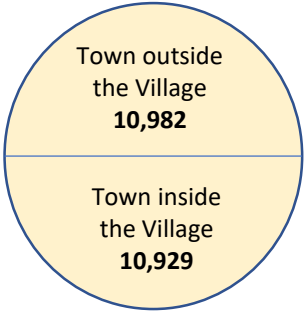


Representation Options

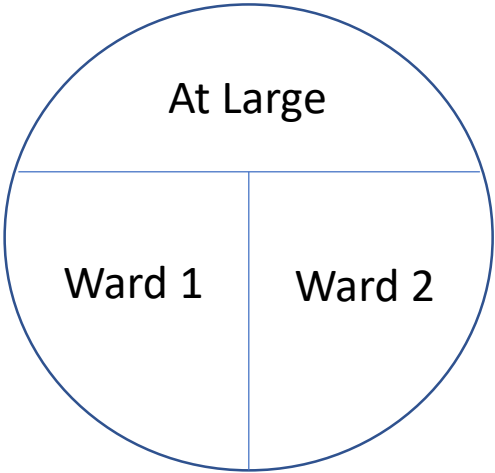
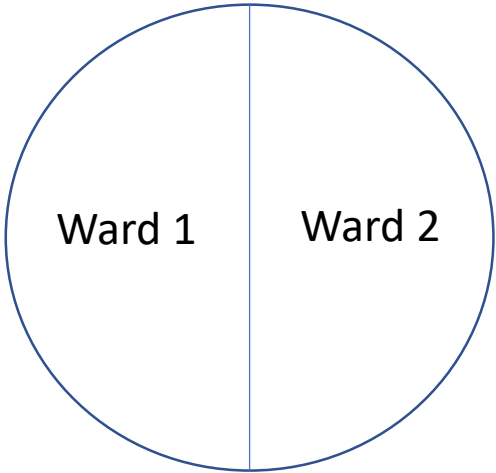
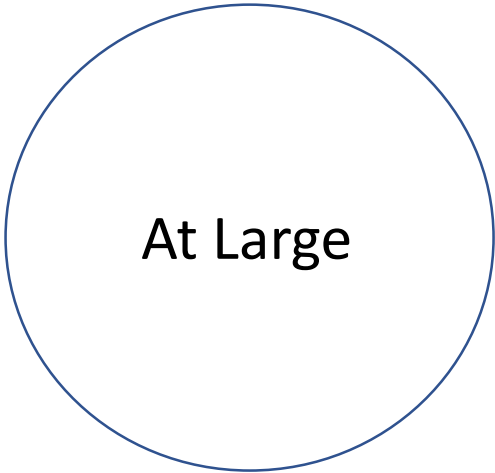
August 2, 2019

These are examples. There could be more than two wards.

Population of Essex*



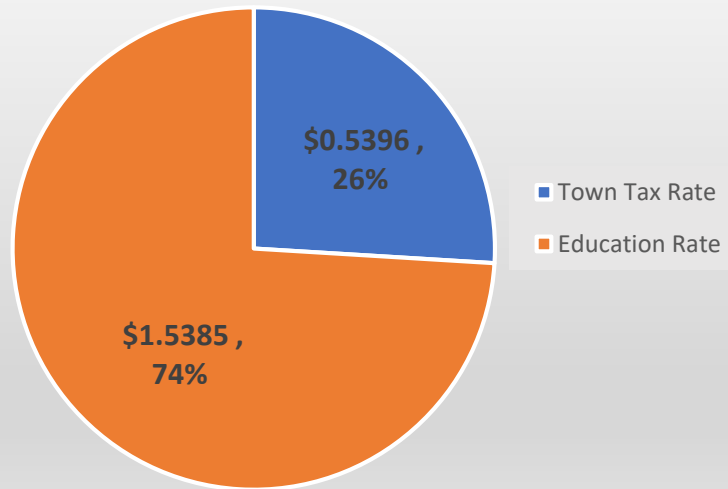
**Source: [US Census Bureau Population Estimates, July 1, 2018](#)*



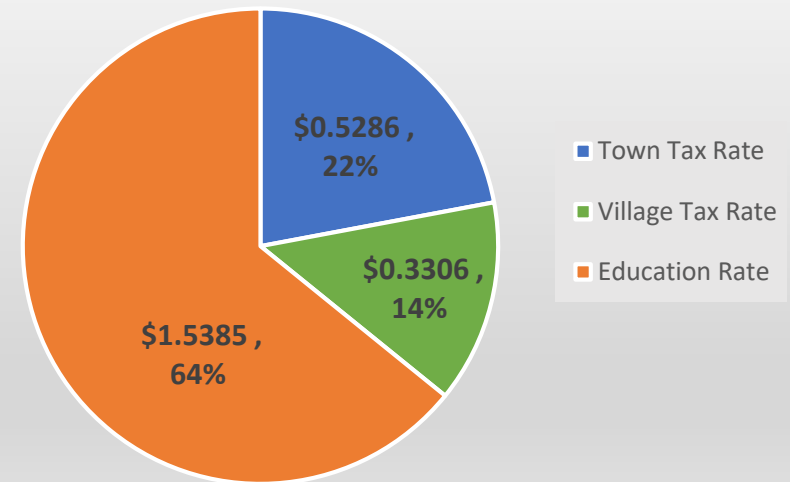
*Status Quo - Current Tax Structure

August 9, 2019

**Town Tax Rate Fiscal Year 2020
(Residential - outside the Village)**



**Village Tax Rate Fiscal Year 2020
(Residential - inside the Village)**



**Does not include Town Highway Tax Rate, which is paid only by Town outside the Village residents.*



Langrock Sperry & Wool, LLP
ATTORNEYS AT LAW

July 31, 2019

VIA EMAIL AND FIRST-CLASS MAIL

Claudine Safar, Esq.
156 Battery Street
Burlington, VT 05401

Re: Request for Continuance of August 29, 2019 Public Hearing to Consider Damages
Relative to Railroad Street

Dear Attorney Safar,

This request is for a continuance of the August 29, 2019 Public Hearing to Consider Damages Relative to Railroad Street.

Due to a number of factors, this date presents an undue burden on our client, William Kalanges. This burden is largely attributable to the one-month time period between notice and hearing, which does not allow sufficient time under the circumstances for the selected appraiser to conduct and complete an appraisal report at a reasonable market value. In fact, due to the timeline, the appraiser has requested nearly three-times the customary fee. The appraisal was not ordered earlier due to a good-faith difference of opinion regarding the necessity of the project, the adequacy of the notice for the necessity hearing, and whether such an appraisal would be required at this time.

Therefore, we respectfully request a modest continuance to allow for our appraiser to conduct his report—to late September or the early October, depending on when the Board is able to decide on this request. We respectfully ask that this request be heard at the next Trustees meeting on August 5, 2019 to allow for efficient resolution of this matter. Due to the nearly ten years that this project has been under consideration, we hope that the Board will agree that a brief continuance is appropriate and does not unduly delay the proceedings under these circumstances.

Sincerely,

Eliza van Lennep
evanlennep@langrock.com
EVL
cc: William Kalanges
964320.1

REPLY TO: Burlington Office • WEBSITE: www.langrock.com • EMAIL: attorneys@langrock.com

MIDDLEBURY: 111 S. Pleasant Street, P.O. Drawer 351, Middlebury, VT 05753-0351 • (802) 388-6356 • Fax: (802) 388-6149
BURLINGTON: 210 College Street, P.O. Box 721, Burlington, VT 05402-0721 • (802) 864-0217 • Fax: (802) 864-0137

A Limited Liability Partnership Including a Professional Corporation

**VILLAGE OF ESSEX JUNCTION TRUSTEES
TOWN OF ESSEX SELECTBOARD
DRAFT SPECIAL MEETING MINUTES
Monday, July 23, 2019**

SELECTBOARD: Elaine Haney, Chair; Max Levy; Andrew Watts; Annie Cooper; Patrick Murray

TRUSTEES: Andrew Brown, President; George Tyler; Dan Kerin; Amber Thibeault; Raj Chawla

ADMINISTRATION and STAFF: Evan Teich, Unified Manager; Greg Duggan, Deputy Manager; Sarah Macy, Finance Director/ Assistant Manager; Rick Garey, Chief of Police

OTHERS PRESENT: Holly Anagous; Joe Breuer; Maxine Breuer; Ron Clarke; Tamara Clarke; Diane Clemens; Gail Cummings; Sandra Farrell; Colin Flanders; Bruce Griffin; Connie McDonald; Lindsey Mucia; Melanie Needle, CCRPC Senior Planner; Bruce Post; Mary Post; Sarah Quinn; Susan Robinson; Margaret Smith; Mitch Stern; Gene White Jr.; Irene Wrenner

1. CALL TO ORDER

Andrew Brown called the Village of Essex Junction Trustees back to order from their recess, and Elaine Haney called the Town of Essex Selectboard to order. They entered into the Special Joint Meeting of the Village of Essex Junction Trustees and the Town of Essex Selectboard at 7:15 PM.

Ms. Haney invited all in attendance to join in a moment of silence for the passing of former Town of Essex Selectboard member Dave Rogerson who passed away Sunday, July 21, 2019.

2. AGENDA ADDITIONS/ CHANGES

Mr. Duggan submitted three documents, of comments from Subcommittee members reacting to the initial governance survey, to the agenda for item 5E.

3. AGENDA APPROVAL

MAX LEVY made a motion, and PATRICK MURRAY seconded, that the Selectboard approve the agenda as amended. The motion passed 5-0.

DAN KERIN made a motion, and GEORGE TYLER seconded, that the Trustees approve the agenda as amended. The motion passed 5-0.

4. PUBLIC TO BE HEARD

a. Comments from Public on Items Not on Agenda

There were no comments from the public.

5. BUSINESS ITEMS

a. Discussion of proposed changes to Dog Licensing and Control Ordinance—Chief Garey

Chief Garey introduced the Town and Village dog ordinance alignment strategy and its proposed changes. He pointed out that the ordinance would set new guidelines for dog owners if their dog is a victim of a dog-on-dog attack, so individuals may file a complaint and

present evidence to determine consequences through the municipalities. Currently, this can only take place when a dog bites a person and breaks the skin. Other potential changes to the ordinance include closing loopholes related to falsifying dog records, barking dog violations, and proof of rabies vaccinations and contact information for dogs not licensed in Essex. Chief Garey described an increase of dog attacks on other dogs in the municipalities and suspects this may be due to an increased number of dogs being adopted who are “rescue animals.” Mr. Teich and Chief Garey updated the board members that the animal control officer position is changing to be a retired police officer with animal control as their sole responsibility. They anticipate that this change will have a positive impact on the issues. Chief Garey noted that, with the ordinance change, the Trustees will need to decide if they want to conduct vicious dog hearings or let these continue to be conducted by the Selectboard. He said that the Town attorney is being consulted on this matter. Mr. Watts discussed with Mr. Tyler and Mr. Brown that, once council has weighed in, maybe there should be only one ordinance.

Mr. Brown proposed a revision to section 4.04.080D to remove the words “running at large” in order to clarify that if the behaviors described in this section take place on a leash or off a leash, the dog may still be considered “potentially vicious.” He also suggested changing or defining “domestic pet” under 4.04.040 so it is clear and consistent with the rest of the document. Ms. Haney suggested, in this same section, changing the “legislative body” reference to more clearly describe the municipalities’ governance structures. Mr. Watts clarified that the language of 4.04.040E refers to the fact that a vicious dog hearing must be held within 7 days of a request.

Mr. Murray, Ms. Haney, Mr. Chawla and Mr. Watts discussed the subjective nature of the definition of “potentially vicious dog.” They talked about how people’s perceptions of dog behaviors can vary and what is considered to be a threat to one person may not be a threat to someone else. Mr. Watts pointed out that the definition of “vicious dog” is in state statute, but “potentially vicious” is not. Mr. Murray expressed concern with the words “menacing manner” and “threatens” in section 4.04.010D. Chief Garey pointed out that when a hearing is held, the Selectboard would decide whether a dog’s behavior is threatening. The board members discussed the risks, challenges and benefits related to the “running at large exemptions” in 4.04.080B. They discussed anecdotal experiences of people not keeping dogs under voice control who are allowed off-leash in these areas. They described dogs that appear threatening to other dogs or people. Mr. Murray suggested further discussion of whether dogs should be allowed off-leash in these areas. Mr. Chawla cautioned board members to not revoke privileges across the board but consider things like time of day for off-leashing in certain parks.

The board members discussed the need for more community awareness about the ordinance and opportunities for dogs in Essex. Ms. Cooper, Mr. Tyler, Mr. Kerin and Mr. Chawla suggested that when a dog is registered the dog owner should receive a welcome pamphlet that discusses things like where to find and review the ordinance, a list of the local dog parks, and where to get free waste bags. Mr. Kerin pointed out that the limitation of this strategy is not reaching people who are visiting Essex with their dogs. Mr. Chawla suggested better signage at the dog parks about waste and dog behavior could also be helpful.

Ms. Haney opened the floor to comments from the public, limiting each to 2 minutes.

- **Susan Robinson** was encouraged by the ordinance changes. She described an incident on Park street, where she was walking her dog. Another dog ran out of a house, attacked her dog and killed it. She described the tragic nature of this incident and stressed that she believes this is more common in Essex than people think.
- **Sarah Quinn** described herself as a professional dog person, behaviorist and trainer who has consulted on dangerous dog legislation at many levels. She encouraged changing the wording to “dangerous” dogs instead of “vicious” dogs because, like a dangerous driver, a dangerous dog is one that is out of control. This language puts the onus on the dog’s owner. She said dog owners should know how to control their dogs but many rescue animals are dangerous. She left the board members information about dangerous dog laws and state statutes.
- **Sandra Farrell**, from Hinesburg, spoke about her experience with Greyhound Rescue of Vermont’s adoptions. She stressed that many rescue groups do not know the dogs they are giving homes to. She also stressed that people need to know their dogs and keep them away from potential incidents, because they are responsible for their dogs’ actions.
- **Mitch Stern** played an audio clip of a dog barking. He said that this dog barks morning, noon and night because the owner does not walk the dog. He sees this as animal cruelty and said that dog problems are reflective of problems with people not being held accountable to acceptable behavior and courtesy. He expressed frustration with the way Essex is handling animal control of dogs.
- **Gail Cummings** stated that she no longer feels safe walking her dogs on-leash in Essex because she is scared that she or her dog will be attacked. She feels she should have the right to feel safe walking with her dog.
- **Lindsay Mucia** said she is involved with a dog rescue and shared a statistic that Vermont has one of the highest rates of dogs per person in the country. She said that currently anyone can operate a dog rescue, including individuals who have been convicted of animal cruelty. She wants any dog on a leash in Essex to be protected. She also encouraged the board members to include language about tethering. She provided them with information about anti-tethering laws aimed at curbing the rate of aggression in dogs.
- **Bruce Griffin** expressed his frustration with the board members, remarking about his right to be able to walk on the street without dogs threatening him. He stated that it is a matter of right and wrong to do something about this issue.
- **Holly Anagous** shared that her toy poodle, a 15-year-old beloved pet, was attacked and killed in 2015 by a dog who tore his throat open when he was outside on her lawn. She paid \$800 in vet bills and the other dog owner paid her \$150. She stressed that Essex’s animal control issue is causing a public safety issue for pets, and young children.
- **Mary Post** has two small dogs that she keeps on leashes. She said she feels that she can no longer bring them to Indian Brook because dogs there run around without owners nearby. When dogs run up to her dogs and she is concerned she and her dogs may to get hurt.

- **Tamara Clark** expressed frustration and asked for help with knowing what to do when an aggressive dog threatens her dog in Essex.

Ms. Haney, hearing no other comments from the community, reopened discussion with the board members. The Selectboard members and Trustees agreed that a discussion needs to be scheduled to decide how to address off-leashing in the local parks. They talked about the possibilities of having only sections available for off-leashing in parks or limiting off-leashing to specific days or times. Ms. Cooper and Mr. Brown want to also understand more about anti-tethering laws and if this should be included in the ordinance. Ms. Haney pointed out that when a dog is killed by another dog, the fine is not commensurate to the damage and Chief Garey pointed out that there can also be civil recourse. Mr. Watts said that he sees these as Selectboard discussions that do not need to include the Trustees.

b. **Discussion of funding sources for budgeted EJRP non-resident fee revenue—Sarah Macy**

Ms. Macy introduced the suggestion that the Selectboard approve the Town to offer \$3,000 to Essex Junction Recreation and Parks (EJRP) to offset the estimated non-resident fees that would have been paid from Town outside the Village residents to EJRP for programs that are not licensed childcare or pool programs in fiscal year 2020. With this \$3,000, Town outside the Village residents would be able to pay the resident rate for EJRP programs. Ms. Macy explained that the fee structures are challenging for staff and residents now that Essex Parks and Recreation (EPR) and EJRP are co-located and sharing a brochure. She explained that the \$3,000 estimate comes from the fact that over the last two years participants from the Town outside the Village have averaged 31% of the total non-resident fees. That would be \$6,200 in FY20 (31% of the \$20,000 total budget for non-resident fees). Of that 31%, licensed childcare and pool related fees make up 50% of the Town outside the Village non-resident fees.

Mr. Tyler talked about how he sees this as a step toward the long-term vision endorsed when EJRP and EPR co-located and he supports the rationale for the funding. He, Mr. Kerin and Mr. Brown all talked about how strongly residents of Essex Junction feel about their rights to EJRP programs but they were glad to know this request did not include licensed childcare or the pool. Ms. Thibeault said she supports the unification efforts of EJRP and EPR, including this step. Mr. Chawla stated his concern that this decision is being made at the wrong time in the merger process. Mr. Brown talked about how this discussion of a fee-for-service construct does not fit into the reality of tax policies in place. He also expressed concern with dramatically changing course like this in such short period of time.

Mr. Watts stated his opinion that this discussion does not need to include the Selectboard if the sense of the Trustees is to not move forward. Ms. Cooper said it is appropriate for the Selectboard to discuss a decision that involves EPR and their relationship with EJRP. Mr. Levy and Ms. Cooper discussed the decision in the context of supporting efficiencies in the daily operations of EJRP and EPR.

Mr. Brown accepted a comment from the public.

- **Margaret Smith** said that residents from the Town outside the Village do not have equal access to EJRP childcare or summer programs and that this is a problem that needs to be addressed. Ms. Cooper said that licensed childcare is a year-round service and Ms. Haney explained that the Essex Junction residents pay for the program out of their taxes, so they have first access to these programs, and then, after this early registration, the residents from the Town outside the Village may register.

Ms. Macy said that the \$3,000 could come from the actual miscellaneous revenue budget, which has a recent track record of being over-budgeted or existing fund balance which reflects existing tax revenue collected. She discussed the savings related to the efficiencies in EPR and EJRP co-location.

GEORGE TYLER made a motion, and DAN KERIN seconded, that the Village of Essex Junction accept \$3,000 from the Town of Essex to cover the estimated non-resident fees that would have been paid from Town outside the Village people to EJRP, so that Town outside the Village people will be treated as residents for EJRP programs, except licensed childcare and the Maple Street Pool. The motion passed 4-1, with Mr. Brown dissenting.

MAX LEVY made a motion, seconded by PATRICK MURRAY, that the Town of Essex pay the Village of Essex Junction \$3,000 to cover the estimated non-resident fees that would have been paid from Town outside the Village people to EJRP, so that Town outside the Village people can pay the resident rate for EJRP programs, except for licensed childcare and the Maple Street Pool.

In further discussion, Mr. Watts made an amendment for the motion to include where the funds will be transferred from in the budget. He suggested that the funds come out of the approved EPR budget.

ANDY WATTS proposed an amendment to the motion, accepted by MAX LEVY, to add the words “out of the Essex Parks and Rec budget” to the motion.

AMENDED MOTION that the Town of Essex pay the Village of Essex Junction \$3,000, out of the Essex Parks and Rec budget, to cover the estimated non-resident fees that would have been paid from Town outside the Village people to EJRP, so that Town outside the Village people can pay the resident rate for EJRP programs, except for licensed childcare and the Maple Street Pool. The motion passed 5-0.

c. Adopt tax rates for FY20 (Village of Essex Junction)—Sarah Macy

Ms. Macy explained that the Village tax rate of \$0.3206 is higher than estimated at the time of the budget. At budget time the grand list was estimated to grow at 1% but only grew at 0.3%. In order to raise the taxes necessary for the General Fund budget, an increase of 3.5% in the tax rate needs to be applied. The Trustees had no questions on this item.

GEORGE TYLER made a motion, and AMBER THIBEAULT seconded, that the Trustees set the FY20 Village General tax rate at \$0.3206 per \$100 of assessed property value. The motion passed 5-0.

d. Adopt tax rates for FY20 (Town of Essex)—Sarah Macy

Ms. Macy explained that the Town tax rate in the general fund for 2020 is higher than originally estimated as a result of the increase to the budget at Town Meeting of \$100,000 from the floor.. In order to raise the taxes necessary for the General Fund budget an increase of 2.74% needs to be applied to the Town General tax rate.

Mr. Watts suggested that funds designated in previous years for future tax reduction be applied to offset the tax rate increase to the FY20 budget. He proposed that the \$18,721 in this fund be used to alleviate the tax burden on residents. Mr. Teich stated that using these funds in this manner is not a best practice and suggested they be applied to capital expenses. Ms. Macy stressed the importance of not applying these funds in this manner because it complicates future tax years. She suggested keeping the funds to use when consolidation tax equity is being more thoroughly discussed.

MAX LEVY made a motion, and PATRICK MURRAY seconded, that the Selectboard set the tax rates for fiscal year ending June 30, 2020 as follows:

Town General Tax Rate	0.5067
Local Agreement Rate	0.0019
Town Capital Tax	<u>0.0200</u>
Total Municipal Rate Paid by all Village	0.5286
Town Highway Tax Rate	<u>0.0110</u>
Town Municipal Tax Rate Paid by Town Outside the Village	0.5396

ANDY WATTS made a motion to amend the motion, which was not seconded, to increase the amount of revenue against the tax rate by \$18,721 out of the fund balance that has been designated for that purpose. With no second, no vote was needed for this motion.

The original motion passed 5-0.

e. Update from Governance Subcommittee—George Tyler

Mr. Tyler made note of the recent survey results for the board members to review. He suggested that a discussion with Dave Treston of KSV about the survey be scheduled for a future joint meeting. He said that many respondents seem to have a significant misunderstanding of how taxes are determined, which provides an important place to start with public discussions. Mr. Tyler explained that questions for the focus groups are being developed and a screener to choose people for these groups is now live. He noted that the informational website for the consolidation effort is coming together well. The next meeting of the Governance Subcommittee is Friday July 26, at 8 a.m. Ms. Cooper agreed with Mr. Tyler that clearing confusion about taxes will be good for the community.

6. READING FILE

a. Board Member Comments

- Ms. Haney opened the floor to public comment:

Bruce Post , a former member of the Selectboard, stated that he was rejected from participating in the focus groups by a screening tool that did not choose him due to his previous service as a Selectboard member. He said this is a discriminatory practice because he is an upstanding citizen whose knowledge and insights could be very valuable

in the process. He also expressed concern that the t-shirts worn at the strategic advance appeared to be a promotional item that should not have been included in this process. He submitted a request for public documents and information on the t-shirts.

Ms. Haney explained that Governance Committee meeting audience members had expressed concern that including elected officials in the focus groups may skew the answers and that these groups should be opportunities for people who may have not yet been engaged in civic experiences such as these. Regarding the t-shirts, she explained that these were printed to encourage a team feel for the Strategic Advance day.

b. **Presentation of Essex Police Recruitment video—Chief Garey**

Ms. Haney invited Chief Garey to present the new Essex Police recruitment video.

c. **Governance Change (Merger) Vote 2020—Project Timeline**

d. **Definitions for common language of consolidation**

e. **Memo from Ann Janda re: Summary of Strategic Advance—Broad Themes**

f. **Discussion of revised schedule for board meetings—Greg Duggan**

- Mr. Murray pointed out that holding joint meetings on first and third Tuesdays would conflict with his School Board meetings and he works Wednesday and Thursday evenings. Mr. Duggan requested that the board members present days that they are available or unavailable for these meetings in order to inform this schedule.

g. **KSV presentation of July 2019 Essex Resident Survey Findings**

7. EXECUTIVE SESSION

No Executive Session was required or held

8. ADJOURN

GEORGE TYLER made a motion, seconded by RAJ CHAWLA, for the Trustees to adjourn the meeting. The motion passed 5-0 at 9:51 p.m.

MAX LEVY made a motion, seconded by PATRICK MURRAY, for the Selectboard to adjourn the meeting. The motion passed 5-0 at 9:51 p.m.

Respectfully Submitted,
Cathy Ainsworth
Recording Secretary

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
July 23, 2019**

TRUSTEES PRESENT: Andrew Brown; George Tyler; Dan Kerin; Amber Thibeault; Raj Chawla
ADMINISTRATION: Evan Teich, Unified Manager; Sarah Macy, Finance Director/ Assistant Manager; Rick Garey, Chief of Police
OTHERS PRESENT: Holly Anagous; Joe Breuer; Maxine Breuer; Ron Clarke; Tamara Clarke; Diane Clemens; Gail Cummings; Sandra Farrell; Colin Flanders; Bruce Griffin; Connie McDonald; Lindry Mucia; Melanie Needle, CCRPC Senior Planner; Bruce Post; Mary Post; Sarah Quinn; Susan Robinson; Margaret Smith; Mitch Stern; Gene White Jr.; Irene Wrenner

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

Mr. Brown called the meeting to order at 6:30 p.m. and led the assemblage in the Pledge of Allegiance.

2. AGENDA ADDITIONS/ CHANGES

Mr. Teich added item 6b to the agenda, a memo seeking approval for the Village President and the Unified Manager to have the authority to execute Crescent Connector easements with the railroad. He also added item 6c to the agenda, to warn a public hearing on the Village of Essex Junction's Comprehensive Plan and the proposed Essex Community Enhanced Energy Plan.

3. APPROVE AGENDA

GEORGE TYLER made a motion, and DAN KERIN seconded, to add the two items discussed to the agenda. VOTING: 5-0; motion carried.

4. PUBLIC TO BE HEARD

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

- Susan Robinson clarified with Mr. Brown that dog ordinance comments from the public would be heard during the Joint Meeting of the Selectboard and Trustees.

5. PUBLIC HEARING

a. Public Hearing on proposed amendments to and re-adoption of the Village of Essex Junction's Comprehensive Plan and proposed Essex Community Enhanced Energy Plan

Ms. Needle explained that the adoption of a Comprehensive Plan takes place in municipalities on an 8-year cycle. She said that revisions to the current Essex Junction Comprehensive Plan began in February 2019 and have focused on ensuring state compliance with the forest walks policy, bike/ pedestrian policy, enhanced energy plan and flood resilience planning. Ms. Needle said the Plan includes an overview of existing conditions that become the foundation for planning and zoning. Mr. Duggan noted that the updates in this version of the Plan did not include comprehensive changes because when the Town's Municipal Plan expires in 2024, the plan is to create a Comprehensive Plan for the whole community.

Ms. Needle requested approval from the Trustees of two proposed amendments to the Plan . These included an amendment to the Wasetwater Treatment Capacity section, on page 70, and the addition of a hyperlink to a Connector Road alignment map from the Crescent Connector Implementation Plan.

Ms. Thibeault noted that the Connector Road map is a preliminary map of the project and Mr. Teich further explained that it assumes an arrangement with the Railroad, which has not yet been

finalized. Planning Commissioner Ms. Clemens recommended that if the EJCP includes this link to a map embedded in the Implementation Report, then the original Design 5 Corners study should also be included, noting that this would provide important context. Ms. Clemens expressed concern that the addition of this map was not approved by the PC and includes details not fully discussed or finalized by the Chittenden County Regional Planning Commission CCRPC). She said it assumes that the reader knows about the process and results of the Design 5 Corners study.

Ms. Needle, the Trustees and staff discussed the tight timeline for warning the Public Hearing on the Comprehensive Plan and weighed whether or not including a hyperlink to the map would change the Plan or make it out of compliance in any way. Mr. Tyler wanted more information about why, if the map is considered to be preliminary, it was recommended to be included in Plan.. Mr. Chawla suggested that the Comprehensive Plan be linked to the map and the Design 5 Corners study but Mr. Brown expressed concern that the Planning Commission had not provided final approval to include the map. Mr. Kerin noted that including a hyperlink will pose accessibility issues for some residents. Ms. Thibeault suggested removing the hyperlink from the plan, noting that verbiage about Design 5 Corners and the Implementation Plan are still included so the map hyperlink is not necessary.

ANDREW BROWN made a motion, and RAJ CHAWLA seconded, that the Trustees include the updates/ edits to the wastewater section revision, as provided in the memo to the Municipal Plan, and approve the final Draft Plan in preparation for the Trustees Final Hearing on the municipal Plan August 13th. VOTING: 5-0; motion carried.

MELODY NEEDLE provided a friendly amendment to the motion, accepted by ANDREW BROWN and RAJ CHAWLA, to add the words “and the Essex Community Enhanced Energy Plan” to the motion.

AMMENDED MOTION that the Trustees include the updates/ edits to the wastewater section revision, as provided in the memo to the Municipal Plan, and approve the final Draft Plan and the Essex Community Enhanced Energy Plan in preparation for the Trustees Final Hearing on the municipal Plan August 13th.

- In further discussion, Mr. Tyler explained that he would vote nay on the motion because he would like more discussion on the reasons behind why the link to the Crescent Connector map was included, to determine whether it should be removed or not.

VOTING: 4-1, with dissenting vote from Mr. Tyler; motion carried.

6. BUSINESS ITEMS

- a. Warn a Public Hearing pursuant to 19 V.S.A Chapter 7 to determine if property owners through whose land the new section of Railroad Street, a portion of the Crescent Connector project, passes or abuts are entitled to damages, and the amount of those damages**

Mr. Teich introduced the issue and explained that this is the second part of Crescent Connector's required warned meetings related to easements. He said that this motion would allow a meeting to be warned for August 29th at 6pm where Trustees will determine if property owners through whose land the new section of Railroad Street, a portion of the Crescent Connector project, passes or abuts are entitled to damages, and the amount of those damages. Mr. Brown pointed out that this meeting will primarily focus on property owners where there is not yet an agreement. The Trustees had no questions on this item.

DAN KERIN made a motion, and GEORGE TYLER seconded, that the Village Trustees Motion to conduct a hearing pursuant to 19 V.S.A Chapter 7 to determine if property owners through whose land the new section of Railroad Street, a portion of the Crescent Connector project,

passes or abuts are entitled to damages, and the amount of those damages. By Decision and Order dated July 17, 2019, the Village Board of Trustees ordered the condemnation of the new portion of Railroad Street which is to be located beginning at a point on Park Street approximately 875 feet south of the 5 Corners intersection, then extending north along Park Street to the New England Central Railroad (NECR) Burlington branch; along the east side of NECR's Burlington branch and crossing NECR's main line; continuing north across Maple Street; and then along the existing alignment of Railroad Street to the intersection of Main Street. The Village Board of Trustees will determine damages only for those properties who have not previously provided an easement or come to an agreement with the Village as to damages. VOTING: 5-0; motion carried.

b. Approve the Village President and the Unified Manager to have the authority to execute Crescent Connector easements with the railroad.

Mr. Teich explained that negotiations on the Crescent Connector easements with the railroad are in the final stages and if the Railroad agrees to the conditions, staff would like it signed quickly. He noted that the Village attorney said the easement agreement with the railroad can be signed by the Village President and/or Unified Manager, if they are granted this authority from the Trustees. The Trustees had no questions on this item.

GEORGE TYLER made a motion, and RAJ CHAWLA seconded, that the Trustees give the Village President and the Unified Manager the authority to sign the Easement and C&M Agreements with the railroad for the purpose of securing temporary and permanent easements and a maintenance agreement for the Connector Road once the Village attorney and Village staff undertake a final review and sign off of same. VOTING: 5-0; motion carried.

c. Warn a public hearing on the Village of Essex Junction's Comprehensive Plan and the proposed Essex Community Enhanced Energy Plan

Mr. Teich explained that, with the CCRPC and Planning Commission's presentations on the 2019 Comprehensive plan complete and documents ready for review and comment, the second/ final of two required hearings can be warned. Trustees had no questions on this item.

RAJ CHAWLA made a motion, and AMBER THIBEAULT seconded that the Trustees warn a public hearing for Tuesday, August 13, 2019 at 6:30 p.m. at 2 Lincoln St., Essex Junction to hear comments about the proposed amendments to and re-adoption of the Village of Essex Junction's Comprehensive Plan and the proposed Essex Community Enhanced Energy Plan. VOTING: 5-0; motion carried.

7. CONSENT ITEMS

GEORGE TYLER made a motion, and AMBER THIBEAULT seconded, that the Trustees approve the Consent Items:

- a. Approve minutes: July 9, 2019
- b. Renew fire truck note
 - Adopt the Resolution for Current Expense Borrowing and sign the Current Expense Note and the Resolution.
- c. Approve Recreational Facilities Grant for pickleball courts
- d. Approve Warrant #17155—07/12/19;

VOTING: 5-0; motion carried.

8. READING FILE

a. Board Member Comments

- Mr. Tyler shared that a resident discussed safety concerns with him about Maple Street Park's lack of video cameras. He proposed adding this issue to an upcoming Trustee agenda for further discussion. Mr. Chawla and Mr. Kerin talked about parameters related to what a video monitoring system should or should not do and encouraged further discussion on plate readers, timeframes for the deletion of tapes and where cameras should be located. They noted that this should be a joint discussion with EJRP and the Police Department.
- Mr. Brown congratulated the work of the Bike/Walk Advisory Committee for their work that contributed to Essex Junction's recent recognition as a Bonze Bicycle Friendly Community, a renewed status by the League of American Bicyclists.

b. General Ledger Budget Status Report June 2019

c. Upcoming meeting schedule

- Mr. Chawla mentioned conflicts with staff proposing to change meetings to the nights of the week that he works (Wednesdays and Thursdays)

9. **EXECUTIVE SESSION**

a. An executive session is not anticipated

No executive session took place

ADJOURN

ANDREW BROWN called a Recess of the Trustees at 7:12 p.m., and reconvened for the Town of Essex Selectboard and Village of Essex Junction Trustees Special meeting at 7:15 p.m.

Respectfully Submitted,
Cathy Ainsworth

07/26/19
02:45 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17157 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 07/26/19 To 07/26/19 & Fund 2

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HPackard

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
37985	A T & T MOBILITY	06/23/19	EJRP Cell Phones - June 062319D	210-45110.535 TELEPHONE SERVICES	271.05	24087	07/26/19
14400	ABOVE AND BEYOND	07/17/19	VILLAGE OFFICE/LIBRARY CL 4219	210-41943.020 Contractual Svc - 2 Linco	600.00	24088	07/26/19
14400	ABOVE AND BEYOND	07/17/19	VILLAGE OFFICE/LIBRARY CL 4219	210-41943.021 Contractual Svcs - Browne	2212.75	24088	07/26/19
05290	ADVANCE AUTO PARTS	07/17/19	LECTR-MOTV PART CLNR 15 455291983221	210-43110.610 SUPPLIES	16.54	24089	07/26/19
05290	ADVANCE AUTO PARTS	07/24/19	Filter Bldg AHU Belts 455292052695	210-43110.432 VEHICLE MAINTENANCE	66.27	24089	07/26/19
20440	AINSWORTH CATHY L	07/19/19	Minutes for SB Meeting 7/ 32	210-41320.530 COMMUNICATIONS	336.00	24090	07/26/19
20440	AINSWORTH CATHY L	07/25/19	Village Trustees/Joint Me 33	210-41320.530 COMMUNICATIONS	213.36	24090	07/26/19
42665	AMAZON/SYNCB	06/10/19	EJRP Amazon Supplies 0432266 619	210-45110.610 SUPPLIES	8.40	24093	07/26/19
42665	AMAZON/SYNCB	06/10/19	EJRP Amazon Supplies 0432266 619	210-45110.610 SUPPLIES	6.24	24093	07/26/19
23635	BAY STATE ELEVATOR COMPAN	07/01/19	Examination and Lubricati 507709	210-41942.021 R&M Bldg - Brownell	298.17	24099	07/26/19
07465	BIBENS ACE HARDWARE INC	07/17/19	TERRAPOT LIV GREEN 16" 34835	210-43161.000 STREETSCAPE MAINT./IMP	11.99	24102	07/26/19
00530	BRODART CO	07/08/19	BOOK B5679464	210-45551.641 JUVEN COLLECTION-PRNT & E	10.79	24103	07/26/19
00530	BRODART CO	07/08/19	BOOK B5679464	210-45551.610 SUPPLIES	0.80	24103	07/26/19
00530	BRODART CO	07/08/19	BOOKS B5679480	210-45551.641 JUVEN COLLECTION-PRNT & E	18.38	24103	07/26/19
00530	BRODART CO	07/08/19	BOOKS B5679480	210-45551.610 SUPPLIES	0.80	24103	07/26/19
00530	BRODART CO	07/08/19	BOOKS B5679683	210-45551.641 JUVEN COLLECTION-PRNT & E	66.11	24103	07/26/19
00530	BRODART CO	07/08/19	BOOKS B5679683	210-45551.610 SUPPLIES	3.20	24103	07/26/19
00530	BRODART CO	07/12/19	BOOK B5683615	210-45551.641 JUVEN COLLECTION-PRNT & E	9.17	24103	07/26/19
00530	BRODART CO	07/12/19	BOOK B5683615	210-45551.610 SUPPLIES	0.80	24103	07/26/19
00530	BRODART CO	07/15/19	BOOK B5684993	210-49345.000 LIBRARY DONATION EXPENDIT	14.84	24103	07/26/19
00530	BRODART CO	07/17/19	BOOK B5688058	210-49345.000 LIBRARY DONATION EXPENDIT	16.46	24103	07/26/19
V04609	CENTER POINT LARGE PRINT	07/01/19	BOOKS 1703798	210-45551.640 ADULT COLLECTION-PRINT &	93.48	24108	07/26/19
21120	CHAMPLAIN MEDICAL URGENT	07/15/19	Physical 00034051-00	210-42220.566 PHYSICAL EXAMS	375.00	24109	07/26/19
21210	CINTAS LOC # 68M 71 M	07/24/19	water cooler maint. firs 5014326342	210-43110.610 SUPPLIES	161.05	24112	07/26/19
04940	COMCAST	07/12/19	TV internet 7/19-8/18/19 0091811 7/12	210-43125.610 WINTER MAINTENANCE	28.68	24117	07/26/19

07/26/19

Town of Essex / Village of EJ Accounts Payable

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02:45 pm

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For Check Acct 01(GENERAL FUND) All check #s 07/26/19 To 07/26/19 & Fund 2

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
04940	COMCAST	07/12/19	TV internet 7/19-8/18/19 0091811 7/12	210-43110.610 SUPPLIES	172.94	24117	07/26/19
04940	COMCAST	07/03/19	Cable TV 0207722 7/3/	210-42220.535 TELEPHONE SERVICES	21.28	24120	07/26/19
09325	DJ'S TREE SERVICE & LOGGI	07/23/19	17 Cascadnac Ave. tree re 15716	210-43161.000 STREETSCAPE MAINT./IMP	1200.00	24125	07/26/19
17640	DRUCKERMAN HOWARD	08/20/19	July 8, 2019 HD782019	210-45551.837 CHILDRENS PROGRAMS	70.00	24129	07/26/19
23215	ESSEX EQUIPMENT INC	07/12/19	Lift Rental 10718243-000	210-42220.434 MAINT. BUILDINGS/GROUNDS	84.00	24136	07/26/19
19005	FIRSTLIGHT FIBER	07/15/19	telephone 5640880	210-43110.535 TELEPHONE SERVICES	35.78	24142	07/26/19
19005	FIRSTLIGHT FIBER	07/15/19	Telephone 5640895	210-42220.535 TELEPHONE SERVICES	50.44	24142	07/26/19
07160	GREEN MOUNTAIN LIBRARY CO	07/04/19	TECH ACCESS V19-2543	210-45551.530 TECHNOLOGY ACCESS	2423.61	24153	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/15/19	electricity 02062000001A	210-43160.622 STREET LIGHTS - ELECTRICI	8867.54	24154	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/15/19	electricity 02062000001A	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	582.83	24154	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/10/19	Group Solar 07/10/2019D	210-41940.622 ELECTRICAL SERVICE	270.48	24154	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/10/19	Group Solar 07/10/2019D	210-42220.622 ELECTRICAL SERVICE	270.48	24154	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/10/19	Group Solar 07/10/2019D	210-43110.622 ELECTRICAL SERVICE	36.27	24154	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/10/19	Group Solar 07/10/2019D	210-45551.622 ELECTRICAL SERVICE	431.07	24154	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/10/19	Group Solar 07/10/2019D	210-43160.622 STREET LIGHTS - ELECTRICI	74.05	24154	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/10/19	Group Solar 07/10/2019D	210-43123.622 TRAFFIC LIGHTS - ELECTRIC	14.72	24154	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/10/19	Group Solar 07/10/2019D	210-41940.624 PARK ST. ELECTRICITY	348.60	24154	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/10/19	MSP Power - June 07223 719	210-45220.622 ELECTRICAL SERVICE	117.09	24155	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/10/19	MSP Power - June 50853241748A	210-45220.622 ELECTRICAL SERVICE	3317.97	24158	07/26/19
20185	LESTAGE LEON J	07/09/19	Keys and Repair lower she 111056	210-41942.026 R&M Bldg - Maple St Park	39.80	24175	07/26/19
25625	LOWE'S - 1080	07/02/19	EJRP Lowes FY20 4191080 719	210-45220.610 SUPPLIES	160.56	24178	07/26/19
25625	LOWE'S - 1080	07/02/19	EJRP Lowes FY19 4191080 719A	210-45220.610 SUPPLIES	19.46	24178	07/26/19
25625	LOWE'S - 1080	07/02/19	EJRP Lowes FY19 4191080 719A	210-45220.610 SUPPLIES	47.94	24178	07/26/19
25625	LOWE'S - 1080	07/02/19	EJRP Lowes FY19 4191080 719A	210-45220.610 SUPPLIES	2.84	24178	07/26/19
38340	MINUTEMAN TRUCKS INC	07/17/19	Filters for 8L3 1220487	210-42220.432 VEHICLE MAINTENANCE	417.44	24183	07/26/19

07/26/19

02:45 pm

Town of Essex / Village of EJ Accounts Payable

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
44745	NORTHEASTERN SECURITY	08/01/19	ALARM SYSTEM MONITORING 984973	210-45551.436 ALARM SYSTEM MAINTENANCE	219.00	24188	07/26/19
V10729	OVERDRIVE INC	07/17/19	CD 01459DA19134	210-45551.641 JUVEN COLLECTION-PRNT & E	224.99	24190	07/26/19
25140	PIKE INDUSTRIES INC	07/23/19	Asphalt 1038091	210-43120.610 PAVEMENT MAINTENANCE	193.28	24195	07/26/19
25140	PIKE INDUSTRIES INC	07/16/19	Asphalt 1690	210-43120.610 PAVEMENT MAINTENANCE	409.60	24195	07/26/19
24325	RADIO NORTH GROUP INC	07/18/19	Radio Batteries 24141214	210-42220.443 RADIO MAINTENANCE	1074.00	24198	07/26/19
18010	REYNOLDS & SON, INC.	07/10/19	Fire Hose 3354077	210-42220.889 ROUTINE EQUIPMENT PURCHAS	2232.21	24199	07/26/19
18010	REYNOLDS & SON, INC.	07/10/19	Decon Bag 3354079	210-42220.889 ROUTINE EQUIPMENT PURCHAS	65.99	24199	07/26/19
37965	S D IRELAND CONCRETE	07/11/19	4 Hiawatha Avenue 76623	210-43120.570 Summer Constr - Purchased	222.00	24203	07/26/19
37965	S D IRELAND CONCRETE	07/16/19	UPLAND MEADOW 76771	210-43120.570 Summer Constr - Purchased	377.50	24203	07/26/19
26250	SCOTT'S LINE STRIPING, IN	07/15/19	100 Gallons White Paint 19043	210-43120.444 STREET MARKINGS	1610.00	24208	07/26/19
29835	SHERWIN-WILLIAMS	07/16/19	paint rollers 7154-8	210-43151.430 STORM SEWER MAINTENANCE	26.94	24211	07/26/19
23855	SOUTHWORTH-MILTON, INC.	06/27/19	Truck Battery 06/27/2019	210-42220.432 VEHICLE MAINTENANCE	126.94	24212	07/26/19
37680	TARRANT, GILLIES & RICHA	06/10/19	6/10/2019 DPR Correspondence #12607	210-41320.330 OTHER PROFESSIONAL SERVIC	18.75	24218	07/26/19
14900	UNITED STATES TREASURY	07/19/19	PCORI Fees Village 2019 07/19/2019	210-41320.210 HEALTH INS & OTHER BENEFIT	98.00	24226	07/26/19
07565	W B MASON CO INC	07/08/19	Office Supplies 200621436	210-45110.610 SUPPLIES	214.61	24235	07/26/19
07565	W B MASON CO INC	07/09/19	Preschool Supplies 200669364	210-45110.610 SUPPLIES	30.78	24235	07/26/19
42665	AMAZON/SYNCB	06/10/19	EJRP Amazon Supplies 0432266 619	225-45122.610 OPERATIONAL SUPP/EXP	13.78	24093	07/26/19
42665	AMAZON/SYNCB	06/10/19	EJRP Amazon Supplies 0432266 619	226-45124.610 SUPPLIES	70.43	24093	07/26/19
42665	AMAZON/SYNCB	06/10/19	EJRP Amazon Supplies 0432266 619	226-45115.610 SUPPLIES	111.61	24093	07/26/19
42665	AMAZON/SYNCB	06/10/19	EJRP Amazon Supplies 0432266 619	226-45120.610 SUPPLIES	39.36	24093	07/26/19
42665	AMAZON/SYNCB	06/10/19	EJRP Amazon Supplies 0432266 619	226-45122.610 Supplies	103.60	24093	07/26/19
42665	AMAZON/SYNCB	06/10/19	EJRP Amazon Supplies 0432266 619	226-45115.850 Memorial Day Parade	35.18	24093	07/26/19
42665	AMAZON/SYNCB	06/10/19	EJRP Amazon Supplies 0432266 619	226-45124.610 SUPPLIES	29.97	24093	07/26/19
42665	AMAZON/SYNCB	06/10/19	EJRP Amazon Supplies 0432266 619	226-45122.610 Supplies	10.91	24093	07/26/19
42665	AMAZON/SYNCB	06/10/19	EJRP Amazon Supplies 0432266 619	226-45122.610 Supplies	207.08	24093	07/26/19

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
17600	ASHLEY CAROLINE	05/20/19 Parade Support 052019D	226-45115.850 Memorial Day Parade	435.00	24094	07/26/19
17045	BBA BJ'S BASKETBALL ACADE	07/22/19 Blueprint Services 072219D	226-45115.330 OTHER PROFESSIONAL SVCS	2835.00	24100	07/26/19
31545	COSTCO #314	07/22/19 Pool Staff Celebration Fo 072219D	226-45124.610 SUPPLIES	72.39	24122	07/26/19
20105	DOWMAN JOHN T	07/22/19 Cool Creative Cooking Cam 072219D	226-45115.330 OTHER PROFESSIONAL SVCS	3024.80	24128	07/26/19
25325	FILLION ASSOCIATES, INC	07/11/19 Pool Chemicals 28395	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	2704.59	24140	07/26/19
25850	GREEN MOUNTAIN DERBY DAME	07/23/19 Roller Derby Camp 072319D	226-45115.330 OTHER PROFESSIONAL SVCS	832.00	24152	07/26/19
24900	LAWRENCE KATHLEEN M	07/23/19 Baking for Beginners Camp 072319D	226-45115.330 OTHER PROFESSIONAL SVCS	1152.00	24174	07/26/19
06030	LOGAN TINA	07/09/19 Art Camps 070919D	226-45115.330 OTHER PROFESSIONAL SVCS	2400.00	24177	07/26/19
25625	LOWE'S - 1080	07/02/19 EJRP Lowes FY20 4191080 719	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	2.07	24178	07/26/19
25625	LOWE'S - 1080	07/02/19 EJRP Lowes FY20 4191080 719	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	3.58	24178	07/26/19
25625	LOWE'S - 1080	07/02/19 EJRP Lowes FY19 4191080 719A	226-45124.610 SUPPLIES	9.33	24178	07/26/19
25625	LOWE'S - 1080	07/02/19 EJRP Lowes FY19 4191080 719A	226-45124.610 SUPPLIES	6.48	24178	07/26/19
25625	LOWE'S - 1080	07/02/19 EJRP Lowes FY19 4191080 719A	226-45122.610 Supplies	124.00	24178	07/26/19
25625	LOWE'S - 1080	07/02/19 EJRP Lowes FY19 4191080 719A	226-45122.330 OTHER PROFESSIONAL SVCS	176.27	24178	07/26/19
17620	MOREAU THEATRICAL LLC	05/20/19 Parade Participation 052019D	226-45115.850 Memorial Day Parade	250.00	24185	07/26/19
45820	PINSOURCE	07/17/19 Essex Half Medals 95623	226-45115.330 OTHER PROFESSIONAL SVCS	767.68	24196	07/26/19
10435	SCREENMYLOGO.COM	07/05/19 CMS TShirts 17434	226-45122.610 Supplies	1526.00	24209	07/26/19
10435	SCREENMYLOGO.COM	07/17/19 Essex Half Shirts 17454	226-45115.610 SUPPLIES	1062.54	24209	07/26/19
23495	STUDENT TRANSPORTATION OF	07/15/19 Camp Field Trip Buss 70063189	226-45122.580 TRAVEL	1742.23	24214	07/26/19
17655	SUBWAY	06/14/19 Preschool Graduation Supp 061419D	226-45121.610 SUPPLIES	207.96	24215	07/26/19
00145	SUPER SOUNDS ENTERTAINMEN	07/27/19 Brite Night 5K Event 072719D	226-45115.330 OTHER PROFESSIONAL SVCS	1600.00	24216	07/26/19
25280	THE LIFEGUARD STORE	07/18/19 Lifeguard Gear INV882416	226-45124.610 SUPPLIES	138.00	24219	07/26/19
17605	THORNAPPLE FARM	05/20/19 Parade Participation 052019D	226-45115.850 Memorial Day Parade	500.00	24222	07/26/19
04385	VT LAKE MONSTERS	07/09/19 Camps to Lake Monsters Ga 7/9/2019	226-45122.580 TRAVEL	3196.53	24232	07/26/19
25715	DONALD L. HAMLIN CONSULT	07/15/19 Crescent Connector June I 5,490.26	230-46801.008 CRESCENT CONNECTOR	5490.26	24127	07/26/19

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Vendor	Invoice Date	Invoice Description		Amount Paid	Check Number	Check Date
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36240	DUBOIS & KING INC	07/16/19 Crescent Connector Proper #621803	230-46801.008 CRESCENT CONNECTOR	14560.59	24130	07/26/19
25730	CATAMOUNT NORTH	07/01/19 Cap Rollout Tray for New 07102019-1	231-43131.169 Fire Pickup Truck	4979.00	24107	07/26/19
35725	FORMULA FORD	07/15/19 Pick-Up Truck 47228	231-43131.169 Fire Pickup Truck	35928.00	24144	07/26/19
40025	E J PRESCOTT INC	07/09/19 Curb stop wrench 5566449	254-43200.610 SUPPLIES	66.81	24131	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/15/19 electricity 02062000001A	254-43200.622 ELECTRICAL SERVICE	48.68	24154	07/26/19
V10609	2G ENERGY INC.	06/26/19 circuit breaker, under vol 415-08190062	255-15101.000 EXCHANGE	73527.59	24085	07/26/19
07305	AIRGAS USA LLC	07/17/19 H2S Gas monitors 9090909214	255-43200.570 MAINTENANCE OTHER	1480.15	24091	07/26/19
06870	ENDYNE INC	07/18/19 TKN Only 303886	255-43200.577 CONTRACT LABORATORY SERVI	25.00	24134	07/26/19
06870	ENDYNE INC	07/24/19 Solids, Total Volatile 304373	255-43200.577 CONTRACT LABORATORY SERVI	340.00	24134	07/26/19
38955	F W WEBB COMPANY	07/12/19 EQ Sump Pump 63738038-2	255-43200.570 MAINTENANCE OTHER	868.29	24138	07/26/19
19805	FIRST NATIONAL BANK OMAHA	06/24/19 First National Bank Omaha 5293 0891 64	255-43200.572 INTERVIEW COSTS	459.00	24141	07/26/19
42805	MARYLAND BIOCHEMICAL CO.I	07/11/19 Bacteria for wastewater t 7MM1047	255-43200.619 CHEMICALS	4431.60	24180	07/26/19
03180	SAFETY SYSTEMS OF VT LLC	06/28/19 Labor for First Light Dia 18807	255-43200.570 MAINTENANCE OTHER	130.00	24204	07/26/19
13055	VT ENVIRONMENTAL CONSORTI	07/23/19 C. Mandigo attendance at 0002	255-43200.500 TRAINING, CONFERENCES, DU	50.00	24231	07/26/19
07565	W B MASON CO INC	07/09/19 office supplies 200669586	255-43200.610 SUPPLIES	63.86	24235	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/15/19 electricity 02062000001A	256-43200.622 ELECTRICAL SERVICE	332.67	24154	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/10/19 Group Solar 07/10/2019D	256-43200.622 ELECTRICAL SERVICE	336.88	24154	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/10/19 Group Solar 07/10/2019D	256-43220.001 SUSIE WILSON PS COSTS	102.33	24154	07/26/19
07010	GREEN MOUNTAIN POWER CORP	07/10/19 Group Solar 07/10/2019D	256-43220.002 WEST ST PS COSTS	202.39	24154	07/26/19

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	Date	Invoice Number	Account	Paid		Number	Date
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Report Total				199875.58			
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05290	ADVANCE AUTO PARTS	07/25/19	FLAT SCRWDRIER-1/8X3 1 455292063260	210-43110.610 SUPPLIES	9.18	24238	08/02/19
42665	AMAZON/SYNCB	07/10/19	MATERIALS AND SUPPLIES 69852091019D	210-45551.640 ADULT COLLECTION-PRINT &	908.78	24241	08/02/19
42665	AMAZON/SYNCB	07/10/19	MATERIALS AND SUPPLIES 69852091019D	210-45551.641 JUVEN COLLECTION-PRNT & E	15.98	24241	08/02/19
42665	AMAZON/SYNCB	07/10/19	MATERIALS AND SUPPLIES 69852091019D	210-45551.610 SUPPLIES	1234.73	24241	08/02/19
42665	AMAZON/SYNCB	07/10/19	MATERIALS AND SUPPLIES 69852091019D	210-45551.837 CHILDRENS PROGRAMS	90.80	24241	08/02/19
42665	AMAZON/SYNCB	07/10/19	MATERIALS AND SUPPLIES 69852091019D	210-45551.340 COMPUTER EXPENSES	894.81	24241	08/02/19
23635	BAY STATE ELEVATOR COMPAN	07/26/19	BUILDING MAINTENANCE 511427	210-41942.021 R&M Bldg - Brownell	355.00	24242	08/02/19
07465	BIBENS ACE HARDWARE INC	07/30/19	ANGLE 1/16X3/4X4' ALUM 34985	210-43110.610 SUPPLIES	24.17	24245	08/02/19
00530	BRODART CO	07/18/19	BOOKS B5690499	210-45551.641 JUVEN COLLECTION-PRNT & E	211.52	24247	08/02/19
00530	BRODART CO	07/18/19	BOOKS B5690499	210-45551.610 SUPPLIES	14.40	24247	08/02/19
00530	BRODART CO	07/18/19	BOOKS B5690663	210-45551.641 JUVEN COLLECTION-PRNT & E	28.95	24247	08/02/19
00530	BRODART CO	07/18/19	BOOKS B5690663	210-45551.610 SUPPLIES	1.60	24247	08/02/19
00530	BRODART CO	07/18/19	BOOKS B5690680	210-45551.641 JUVEN COLLECTION-PRNT & E	34.91	24247	08/02/19
00530	BRODART CO	07/18/19	BOOKS B5690680	210-45551.610 SUPPLIES	1.60	24247	08/02/19
21210	CINTAS LOC # 68M 71 M	08/01/19	WATERBREAK COOLER AGRMENT 9058461687	210-43110.610 SUPPLIES	50.00	24252	08/02/19
39475	CLAUSSEN'S INC	07/30/19	Perennial 16407	210-43161.002 MEMORIAL PARK	89.96	24254	08/02/19
17025	COONRADT AMY	07/23/19	MINUTES GOV SUBCOMMITTEE 0016	210-41320.530 COMMUNICATIONS	36.96	24260	08/02/19
38280	CRYSTAL ROCK BOTTLED WATE	07/23/19	Bottled Water 177222770723	210-41940.610 SUPPLIES	20.47	24261	08/02/19
11870	CVC PAGING	07/25/10	8/1/19-7/31/2020 air time 10358256	210-43110.442 EQUIPMENT RENTALS	69.00	24262	08/02/19
24305	DEMCO INC	07/24/19	SUPPLIES 6650328	210-45551.610 SUPPLIES	100.04	24263	08/02/19
V10576	ECOPIXEL LLC	08/01/19	Web hosting July 2656	210-41320.530 COMMUNICATIONS	148.95	24267	08/02/19
03280	ENGINEERS CONSTRUCTION IN	07/23/19	Village Paving 830	210-43120.570 Summer Constr - Purchased	34168.88	24269	08/02/19
25390	FIRST NATIONAL BANK OMAHA	07/18/19	EJRP Credit Card FY20 5750 719	210-45110.340 COMPUTER EXPENSES	168.00	24272	08/02/19
25390	FIRST NATIONAL BANK OMAHA	07/18/19	EJRP Credit Card FY20 5750 719	210-45110.340 COMPUTER EXPENSES	160.00	24272	08/02/19
25390	FIRST NATIONAL BANK OMAHA	07/18/19	EJRP Credit Card FY20 5750 719	210-45110.340 COMPUTER EXPENSES	104.94	24272	08/02/19

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25390	FIRST NATIONAL BANK OMAHA	07/18/19 EJRP Credit Card FY20 5750 719	210-45110.550 PRINTING & ADVERTISING	20.00	24272	08/02/19
25390	FIRST NATIONAL BANK OMAHA	07/18/19 EJRP Credit Card FY20 5750 719	210-45110.550 PRINTING & ADVERTISING	28.22	24272	08/02/19
25390	FIRST NATIONAL BANK OMAHA	07/18/19 EJRP Credit Card FY19 5750 719 P	210-45110.340 COMPUTER EXPENSES	7.61	24272	08/02/19
25390	FIRST NATIONAL BANK OMAHA	07/18/19 EJRP Credit Card FY19 5750 719 P	210-45110.550 PRINTING & ADVERTISING	11.78	24272	08/02/19
21845	FIRST NATIONAL BANK OMAHA	07/18/19 MATERIALS 0017 7/18/19	210-41942.021 R&M Bldg - Brownell	40.96	24273	08/02/19
21845	FIRST NATIONAL BANK OMAHA	07/18/19 MATERIALS 0017 7/18/19	210-45551.530 TECHNOLOGY ACCESS	179.88	24273	08/02/19
21845	FIRST NATIONAL BANK OMAHA	07/18/19 MATERIALS 0017 7/18/19	210-45551.500 TRAINING, CONFERENCES, DU	230.00	24273	08/02/19
21845	FIRST NATIONAL BANK OMAHA	07/18/19 MATERIALS 0017 7/18/19	210-45551.837 CHILDRENS PROGRAMS	105.00	24273	08/02/19
21845	FIRST NATIONAL BANK OMAHA	07/18/19 drop box contract 0631 7/18/19	210-43110.610 SUPPLIES	119.88	24273	08/02/19
21845	FIRST NATIONAL BANK OMAHA	07/18/19 Visa charges 4418 2292 18	210-43110.610 SUPPLIES	119.88	24273	08/02/19
19160	FIRST NATIONAL BANK OMAHA	06/24/19 Credit Card bill 0617 6/24/19	210-41320.560 TRUSTEES EXPENDITURES	5.49	24275	08/02/19
45400	FIRST NATIONAL BANK OMAHA	07/18/19 Lunch Connector ROW 07182019 Dav	210-41970.500 TRAINING,CONF,DUES	26.54	24276	08/02/19
34895	GAUTHIER TRUCKING, INC.	08/01/19 July trash 2 Lincoln St 1413323	210-41940.565 RUBBISH REMOVAL	203.18	24280	08/02/19
04035	GOT THAT RENTAL & SALES I	07/22/19 Mower gas tank seal 63618	210-45220.610 SUPPLIES	8.12	24281	08/02/19
14910	GROTEN RAPHAEL	06/30/19 YOUTH PROGRAMS RG05062019	210-45551.837 CHILDRENS PROGRAMS	150.00	24283	08/02/19
20445	HD SUPPLY CONSTRUCTION &	07/17/19 GPM BRASS FAN TIP SPRAYER 50010799565	210-43110.610 SUPPLIES	136.07	24285	08/02/19
17650	KELLOGG-HUBBARD LIBRARY	07/10/19 REPLACEMENT KH71019	210-49346.001 ADULT COLLECTION-PRINT &	9.00	24293	08/02/19
V9454	LENNY'S SHOE & APP	07/30/19 Cory Beaudoin clothing 3261786	210-43110.612 UNIFORMS,BOOTS,ETC	149.00	24295	08/02/19
38340	MINUTEMAN TRUCKS INC	07/18/19 Ladder Maintenance 230675	210-42220.432 VEHICLE MAINTENANCE	3989.61	24303	08/02/19
17700	MOTION PICTURE LICENSING	07/01/19 MPLC umbrella license 8/3 504224740	210-45551.640 ADULT COLLECTION-PRINT &	69.69	24305	08/02/19
17700	MOTION PICTURE LICENSING	07/01/19 MPLC umbrella license 8/3 504224740	210-45551.641 JUVEN COLLECTION-PRNT & E	69.09	24305	08/02/19
06675	NATIONAL BUSINESS TECHNOL	07/23/19 Copier usages 6/18-7/17 IN316303	210-45551.423 CONTRACT SERVICES	2.32	24306	08/02/19
06675	NATIONAL BUSINESS TECHNOL	07/23/19 Copier usages 6/18-7/17 IN316303	210-45551.423 CONTRACT SERVICES	34.13	24306	08/02/19
06675	NATIONAL BUSINESS TECHNOL	07/23/19 Copier usages 6/18-7/17 IN316303	210-43110.442 EQUIPMENT RENTALS	0.48	24306	08/02/19
06675	NATIONAL BUSINESS TECHNOL	07/23/19 Copier usages 6/18-7/17 IN316303	210-41320.442 LEASED SERVICES	166.91	24306	08/02/19

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25680	07/18/19	NORTHEAST NURSERY INC Field Maintenance lower f 378863	210-45220.434 MAINTENANCE-BUILDINGS/GRO	625.10	24309	08/02/19
V10729	06/28/19	OVERDRIVE INC BOOKS 01459DA19123	210-45551.640 ADULT COLLECTION-PRINT &	1421.92	24312	08/02/19
25140	07/26/19	PIKE INDUSTRIES INC Asphalt 1038963	210-43120.610 PAVEMENT MAINTENANCE	635.36	24315	08/02/19
25140	07/29/19	PIKE INDUSTRIES INC Asphalt 1039469	210-43120.610 PAVEMENT MAINTENANCE	385.92	24315	08/02/19
37430	04/18/19	R R CHARLEBOIS INC Exhaust Repair FC04607	210-42220.432 VEHICLE MAINTENANCE	52.38	24316	08/02/19
18010	07/22/19	REYNOLDS & SON, INC. EM3 DECALS 3354836	210-42220.889 ROUTINE EQUIPMENT PURCHAS	131.95	24319	08/02/19
29835	07/25/19	SHERWIN-WILLIAMS GRAFFITI PAINT 1894-7	210-43161.000 STREETSCAPE MAINT./IMP	625.00	24324	08/02/19
29835	07/29/19	SHERWIN-WILLIAMS painting supplies 524069	210-43110.610 SUPPLIES	33.48	24324	08/02/19
14740	07/17/19	SWISH WHITE RIVER LTD Maint. Vac Bags W322192	210-45220.610 SUPPLIES	16.91	24330	08/02/19
V9848	07/24/19	TSI, INC Fit Test Calibration 91123729	210-42220.570 MAINTENANCE OTHER	739.88	24333	08/02/19
36130	07/18/19	VERIZON WIRELESS WIRELESS CELL SERVICE 9834349534	210-43110.535 TELEPHONE SERVICES	42.14	24335	08/02/19
36130	07/19/19	VERIZON WIRELESS phones 7/20-8/19/19 9834388526	210-43110.535 TELEPHONE SERVICES	195.81	24336	08/02/19
25375	07/19/19	VISION SERVICE PLAN (CT) Vision Premium Aug Villag Aug VSP vill	210-41320.210 HEALTH INS & OTHER BENEFI	73.21	24337	08/02/19
25375	07/19/19	VISION SERVICE PLAN (CT) Vision Premium Aug Villag Aug VSP vill	210-41510.210 Group Insurance	13.61	24337	08/02/19
25375	07/19/19	VISION SERVICE PLAN (CT) Vision Premium Aug Villag Aug VSP vill	210-43110.210 HEALTH INS & OTHER BENEFI	67.94	24337	08/02/19
25375	07/19/19	VISION SERVICE PLAN (CT) Vision Premium Aug Villag Aug VSP vill	210-43151.210 HEALTH INS & OTHER BENEFI	10.01	24337	08/02/19
25375	07/19/19	VISION SERVICE PLAN (CT) Vision Premium Aug Villag Aug VSP vill	210-45551.210 HEALTH INS & OTHER BENEFI	94.78	24337	08/02/19
25375	07/19/19	VISION SERVICE PLAN (CT) Vision Premium Aug Villag Aug VSP vill	210-41970.210 HEALTH INS & OTHER BENEFI	18.76	24337	08/02/19
25375	07/19/19	VISION SERVICE PLAN (CT) Vision Premium Aug Villag Aug VSP vill	210-45110.210 HEALTH INS & OTHER BENEFI	86.81	24337	08/02/19
25375	07/19/19	VISION SERVICE PLAN (CT) Vision Premium Aug Villag Aug VSP vill	210-45220.210 HEALTH INS & OTHER BENEFI	13.61	24337	08/02/19
V10238	07/30/19	VT AIR TESTING SVC Franklin Graham Event 465	210-15101.000 EXCHANGE - GENERAL	590.00	24341	08/02/19
V10238	07/30/19	VT AIR TESTING SVC Relay for Life 2019 466	210-15101.000 EXCHANGE - GENERAL	448.75	24341	08/02/19
V10238	07/30/19	VT AIR TESTING SVC Avett Brothers Concert 467	210-15101.000 EXCHANGE - GENERAL	665.00	24341	08/02/19
07565	07/12/19	W B MASON CO INC LINCOLN HALL SUPPLIES 200811800	210-41940.610 SUPPLIES	15.98	24344	08/02/19
07565	07/16/19	W B MASON CO INC Maint Supplies 200899719	210-45220.610 SUPPLIES	305.91	24344	08/02/19

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Check Warrant Report # 17158 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 08/02/19 To 08/02/19 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07565	07/19/19	W B MASON CO INC LINCOLN HALL SUPPLIES 201039508	210-41940.610 SUPPLIES	82.99	24344	08/02/19
29835	07/17/19	SHERWIN-WILLIAMS PAINT SUPPLIES OFFICE REN 7160-5	222-46802.001 LINCOLN HALL MAINT	92.27	24324	08/02/19
29835	07/19/19	SHERWIN-WILLIAMS PAINT SUPPLIES OFFICE REN 7610-8	222-46802.001 LINCOLN HALL MAINT	6.22	24324	08/02/19
06675	07/23/19	NATIONAL BUSINESS TECHNOL Copier usages 6/18-7/17 IN316303	225-45122.610 OPERATIONAL SUPP/EXP	47.47	24306	08/02/19
25190	07/16/19	A C MOORE ARTS & CRAFTS A Camp STAR Art Supplies 071619D	226-45122.610 Supplies	208.76	24237	08/02/19
13800	07/22/19	BROWN DANIELLE M CMS Specialty Yoga 072219D	226-45122.330 OTHER PROFESSIONAL SVCS	225.00	24248	08/02/19
42360	07/18/19	ECHO AT THE LEAHY CENTER Camp REACH Field Trip 11991100	226-45122.580 TRAVEL	364.00	24266	08/02/19
25390	07/18/19	FIRST NATIONAL BANK OMAHA EJRP Credit Card FY20 5750 719	226-45122.610 Supplies	4.41	24272	08/02/19
25390	07/18/19	FIRST NATIONAL BANK OMAHA EJRP Credit Card FY20 5750 719	226-45124.610 SUPPLIES	18.45	24272	08/02/19
25390	07/18/19	FIRST NATIONAL BANK OMAHA EJRP Credit Card FY20 5750 719	226-45122.610 Supplies	42.58	24272	08/02/19
25390	07/18/19	FIRST NATIONAL BANK OMAHA EJRP Credit Card FY20 5750 719	226-45124.610 SUPPLIES	59.04	24272	08/02/19
25390	07/18/19	FIRST NATIONAL BANK OMAHA EJRP Credit Card FY20 5750 719	226-45122.610 Supplies	229.95	24272	08/02/19
25390	07/18/19	FIRST NATIONAL BANK OMAHA EJRP Credit Card FY20 5750 719	226-45124.610 SUPPLIES	62.68	24272	08/02/19
25390	07/18/19	FIRST NATIONAL BANK OMAHA EJRP Credit Card FY20 5750 719	226-45115.610 SUPPLIES	50.00	24272	08/02/19
25390	07/18/19	FIRST NATIONAL BANK OMAHA EJRP Credit Card FY19 5750 719 P	226-45124.610 SUPPLIES	26.50	24272	08/02/19
25390	07/18/19	FIRST NATIONAL BANK OMAHA EJRP Credit Card FY19 5750 719 P	226-45122.610 Supplies	23.39	24272	08/02/19
25390	07/18/19	FIRST NATIONAL BANK OMAHA EJRP Credit Card FY19 5750 719 P	226-45122.610 Supplies	36.06	24272	08/02/19
25390	07/18/19	FIRST NATIONAL BANK OMAHA EJRP Credit Card FY19 5750 719 P	226-45122.610 Supplies	111.92	24272	08/02/19
25390	07/18/19	FIRST NATIONAL BANK OMAHA EJRP Credit Card FY19 5750 719 P	226-45115.610 SUPPLIES	284.05	24272	08/02/19
25585	07/12/19	JAY PEAK RESORT Camp REACH Field Trip 6808005001	226-45122.580 TRAVEL	1585.62	24290	08/02/19
14570	07/16/19	METROROCK STATION / VERTI Camp REACH Field Trips 69276	226-45122.580 TRAVEL	1558.00	24301	08/02/19
25620	07/18/19	MONTSHIRE MUSEUM OF SCIEN Camp REACH Field Trip 1843	226-45122.580 TRAVEL	904.50	24304	08/02/19
06675	07/23/19	NATIONAL BUSINESS TECHNOL Copier usages 6/18-7/17 IN316303	226-45110.442 Equipment Rentals	153.07	24306	08/02/19
01590	06/22/19	PETTINELLI & ASSOC INC Preschool Playground 983	226-45121.610 SUPPLIES	5839.98	24314	08/02/19
24830	07/23/19	REINHART FOODSERVICE CMS Snack 193494	226-45122.610 Supplies	271.42	24317	08/02/19

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
01135	07/08/19	SHELBURNE FARMS Camp REACH Field Trip 3833	226-45122.580 TRAVEL	224.00	24322	08/02/19
14160	07/16/19	SHELBURNE MUSEUM Cap REACH Field Trip 071619D	226-45122.580 TRAVEL	280.00	24323	08/02/19
17675	07/16/19	SMUGGLERS NOTCH RESORT Camp Field Trip 071619D	226-45122.580 TRAVEL	730.00	24327	08/02/19
23495	07/22/19	STUDENT TRANSPORTATION OF Camp REACH Field Trip Bus 70063826	226-45122.580 TRAVEL	1530.11	24328	08/02/19
23495	07/22/19	STUDENT TRANSPORTATION OF CMS Field Trip 70063827	226-45122.580 TRAVEL	263.98	24328	08/02/19
23495	07/22/19	STUDENT TRANSPORTATION OF Camp STAR Field Trip Bus 70063828	226-45122.580 TRAVEL	322.11	24328	08/02/19
25845	06/30/19	SWIM WITH ANNIE SWA Registrations 063019D	226-45126.330 OTHER PROFESSIONAL SVCS	11728.83	24329	08/02/19
25845	06/30/19	SWIM WITH ANNIE SWA Registrations 063019D	226-45124.330 OTHER PROFESSIONAL SVCS	3070.31	24329	08/02/19
25375	07/19/19	VISION SERVICE PLAN (CT) Vision Premium Aug Villag Aug VSP vill	226-45120.210 HEALTH INS & OTHER BENEFI	51.13	24337	08/02/19
25375	07/19/19	VISION SERVICE PLAN (CT) Vision Premium Aug Villag Aug VSP vill	226-45121.210 HEALTH INS & OTHER BENEFI	67.55	24337	08/02/19
25375	07/19/19	VISION SERVICE PLAN (CT) Vision Premium Aug Villag Aug VSP vill	226-45110.210 HEALTH INS & OTHER BENEFI	9.38	24337	08/02/19
33850	07/29/19	CENTRAL VERMONT PROPERTIE ROW Crescent St Connector 072919D	230-46801.008 CRESCENT CONNECTOR	262050.00	24250	08/02/19
12235	07/29/19	NEW ENGLAND CENTRAL RAILR ROW Crescent St Connector 072919D	230-46801.008 CRESCENT CONNECTOR	262050.00	24307	08/02/19
23435	07/31/19	CHAMPLAIN WATER DISTRICT Water July 2019 072619D	254-43200.412 STATE WATER TAX	957.10	24251	08/02/19
23435	07/31/19	CHAMPLAIN WATER DISTRICT Water July 2019 072619D	254-43210.412 STATE WATER TAX - GF	5009.45	24251	08/02/19
23435	07/31/19	CHAMPLAIN WATER DISTRICT Water July 2019 072619D	254-43200.411 CWD WATER PURCHASE	42686.66	24251	08/02/19
23435	07/31/19	CHAMPLAIN WATER DISTRICT Water July 2019 072619D	254-43210.411 CWD WATER PURC - GF	223421.47	24251	08/02/19
31275	07/30/19	DON WESTON EXCAVATING INC Hydrant Repair Lincoln st 21820	254-43200.430 WATER LINES MAINT-BREAKS	9425.02	24264	08/02/19
40025	07/19/19	E J PRESCOTT INC SERVICE BOX PLUG COVER 5573169	254-43200.610 SUPPLIES	152.11	24265	08/02/19
03070	07/31/19	MINUTEMAN PRESS Vill Water Bill postage 073119D	254-43200.536 POSTAGE	431.78	24302	08/02/19
43010	07/31/19	NORTRAX INC OCV FILTER FOR 310SK (E23 1959221	254-43200.570 MAINTENANCE OTHER	37.68	24310	08/02/19
43010	07/24/19	NORTRAX INC Backhoe service 2398	254-43200.570 MAINTENANCE OTHER	2659.87	24310	08/02/19
38760	07/31/19	TI-SALES INC 5/8" X 3/4" Neptune T-10 INV0108264	254-43330.002 METER REPLACEMENT PROGRAM	957.00	24332	08/02/19
36130	07/19/19	VERIZON WIRELESS phones 7/20-8/19/19 9834388526	254-43200.535 TELEPHONE SERVICES	180.90	24336	08/02/19
25375	07/19/19	VISION SERVICE PLAN (CT) Vision Premium Aug Villag Aug VSP vill	254-43200.210 HEALTH INS & OTHER BENEFI	48.71	24337	08/02/19

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
06870	ENDYNE INC	07/25/19	PM Pilot Solids, Total Vo 304471	255-43200.577 CONTRACT LABORATORY SERVI	120.00	24268	08/02/19
06870	ENDYNE INC	07/29/19	PM Pilot Solids, Total Vo 304777	255-43200.577 CONTRACT LABORATORY SERVI	380.00	24268	08/02/19
21740	FIRST NATIONAL BANK OMAHA	07/18/19	various purchases 4418 2292232	255-43200.610 SUPPLIES	36.61	24274	08/02/19
21740	FIRST NATIONAL BANK OMAHA	07/18/19	various purchases 4418 2292232	255-43200.500 TRAINING, CONFERENCES, DU	720.00	24274	08/02/19
21740	FIRST NATIONAL BANK OMAHA	07/18/19	various purchases 4418 2292232	255-43200.570 MAINTENANCE OTHER	1670.39	24274	08/02/19
21740	FIRST NATIONAL BANK OMAHA	07/18/19	various purchases 4418 2292232	255-43200.610 SUPPLIES	25.00	24274	08/02/19
07010	GREEN MOUNTAIN POWER CORP	07/19/19	39 Cascade 6/19-7/19/19 01324000007A	255-43200.622 ELECTRICAL SERVICE	11299.73	24282	08/02/19
V1093	HOLLAND CO., INC.	07/29/19	Sodium Aluminate 19350	255-43200.619 CHEMICALS	12635.00	24287	08/02/19
06675	NATIONAL BUSINESS TECHNOL	07/23/19	Copier usages 6/18-7/17 IN316303	255-43200.610 SUPPLIES	34.20	24306	08/02/19
25375	VISION SERVICE PLAN (CT)	07/19/19	Vision Premium Aug Villag Aug VSP vill	255-43200.210 HEALTH INS & OTHER BENEFIT	96.97	24337	08/02/19
V9454	LENNY'S SHOE & APP	07/24/19	Ron Bundy clothing 2094451	256-43200.612 UNIFORMS,BOOTS,ETC	279.00	24295	08/02/19
03070	MINUTEMAN PRESS	07/31/19	Vill Water Bill postage 073119D	256-43200.536 POSTAGE	863.56	24302	08/02/19
38760	TI-SALES INC	07/31/19	5/8" X 3/4" Neptune T-10 INV0108264	256-43330.002 METER REPLACEMENT PROGRAM	1914.00	24332	08/02/19
25375	VISION SERVICE PLAN (CT)	07/19/19	Vision Premium Aug Villag Aug VSP vill	256-43200.210 HEALTH INS & OTHER BENEFIT	33.98	24337	08/02/19

Report Total

922878.61
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MEMORANDUM

TO: Essex Junction Trustees and Evan Teich Unified Municipal Manager
FROM: James Jutras, Water Quality Superintendent
cc: Greg Duggan, Deputy Manager
Tri Town Sewer Committee
DATE: August 7, 2019
SUBJECT: PFAS Emerging Contaminants

PFAS's are a group of organic chemicals known as perfluoroalkyl substances. These compounds are everywhere in the environment as they used in firefighting foam, Teflon cookware, rain resistant clothing, furniture/carpet stain protection, fertilizer coating, car wash soaps, paper finishing, etc. These compounds gained broad notice in Vermont with the Bennington VT Chemfab/St. Gobain groundwater contamination issue.

Vermont has been swift to enact environmental standards and regulation of PFAs with one of the most restrictive standards in the country at 20 parts per billion. This is an incredibly small concentration. Think of 20 seconds in 31,700 years! Vermont is also taking a more measured approach of testing to determine if and where problems exist prior to reacting. The state has already completed testing of major industrial facilities and is now mandating testing of water supplies, some wastewater facility sludges, landfill leachate and other potential places where these compounds might be found in the environment. Note that the most egregious of these PFAS compounds are no longer made and concentrations are reducing in the environment.

	<u>Vermont</u>	<u>NH</u>
PFOA - Perfluorooctanic Acid	3 ppt	12 ppt
PFOS – Perfluorooctanesulfonic Acid	10 ppt	15 ppt
PFHxS - Perfluorohexane Sulfonate		18 ppt
PFHpA – Perfluoroheptanoic Acid		
PFNa – Perfluorononanoic Acid	10 ppt	11 ppt
<u>Regulatory Sum of select PFAS's</u>	>20 ppt	14 ppt

Regional response to this issue of emerging contaminants is growing swiftly and ahead of any EPA regulatory action. Maine recently instituted (and then partially withdrew) a sludge land application ban due to contamination on one farm. This farm also received waste from a paper finishing operation.

This emerging issue could arrive in Essex Junction should there be positive results in PFAs analysis. If found present in our flow or sludge (biosolids) please consider that the facility is not the source of PFAs. Rather PFAs are generated by those connected to our system and, potentially, through waste brought to Essex Jct. WWTF over the road. Essex Junction receives a limited amount of leachate from CSWD (0.03% of monthly flow). Analysis of the CSWD leachate was below the regulatory threshold. We terminated all other landfill treatment contracts in 2018. If a PFAS problem is found, we will work diligently to ensure that any contamination of water or biosolids (sludge) is evaluated for the true source of this contaminant.

To ensure our plant ability to continuously manage our biosolids, we have a contract with the Chittenden Solid Waste District. Our biosolids to the N. Williston Cattle Company (Whitcomb Farm) and a NY processing facility. We also maintain landfilling options. Additionally CSWD has secured an alternative option for disposal in Quebec. Staff will continue to work with the Whitcomb Farm to evaluate any possible impacts of this new regulation on current and past biosolids recycling practices. The CSWD will be involved with the material we ship to NY and the landfill.

Late last month, the State sent an announcement that they will be initiating an analytical program for the evaluation of wastewater discharges as well as biosolids used for land application. Essex Junction has been identified for participation in this study. Sample coordination is finicky and will be handled by a State subcontractor.



PFOS: What Are the Risks?

SUBSTANCES USED IN STAIN REPELLENTS, FIREFIGHTING CHEMICALS AND OTHER PRODUCTS ARE RAISING CONCERNS ABOUT THE SAFETY OF LAND-APPLYING BIOSOLIDS

By Jim Force

Yes. No. Maybe. Depends on the circumstances. Requires more research. Like so many questions about contaminants in the environment, the issue of perfluorooctane sulfonate, or PFOS, in biosolids raises both concerns and unanswered questions. The concern is whether PFOS, which makes its way into biosolids by way of wastewater treatment, could be taken up by crops grown in biosolids-augmented soils.

PFOS has been used for years as a stain repellent in carpet and clothing, and in firefighting foams and industrial processes. Like other contaminants, PFOS often ends up in wastewater and ultimately in biosolids.

It's an emerging issue that has led at least two states to develop regulations halting biosolids land application. In March, the Maine Department of Environmental Protection issued a moratorium on the practice. In response, Ned Beecher, executive director of the North East Biosolids & Residuals Association, states, "Research and data to date do not indicate that PFOS in typical biosolids is a concern for drinking-water quality or human health."

Similar restrictions, if adopted around the country, could have a serious impact on biosolids management, since an estimated 60% of municipal biosolids are land-applied. At the same time, industry professionals are urging caution. A webinar by the Water Environment Federation pointed out that PFOS in the environment is declining as manufacturers limit or eliminate its use. The presentation suggested that well-managed soil may be the best destination for PFOS, as it can be broken down in the natural cycle.

One researcher following this issue is Matt Simcik, Ph.D., an associate professor in the Division of Environmental Health Sciences at the University of Minnesota. His research broadly focuses on how and why organic pollutants end up in the air and water, especially in the Great Lakes region. His areas of expertise include the fate and transport of trace organic pollutants, especially per- and polyfluoroalkyl substances, or PFAS.

He shared his perspectives on PFOS in an interview with *Treatment Plant Operator*. The magazine welcomes other information and viewpoints on this subject from scientists, industry professionals and others with expertise.

tpo: Let's sort out the acronyms — PFAS, PFOS and others.

Simcik: Originally, folks referred to perfluorochemicals, or PFCs. Now the accepted term is PFAS, which means per- and polyfluoroalkyl substances. It's a catchall term. PFOS is specific to perfluorooctane sulfonate, the most commonly detected of the PFAS in the environment.

“When products like clothing in which PFOS is present are washed, the contaminant ends up in the waste stream.”

MATT SIMCIK, PH.D.

tpo: Where do these contaminants come from, and how do they get into sewers?

Simcik: They were used extensively in products such as stain and water protectants, nonstick cookware, food wrappers and coated paper. When products like clothing in which PFOS is present are washed, the contaminant ends up in the waste stream. Furthermore, because everyone has these in their systems from environmental exposure, we eliminate them through feces and urine.

tpo: How prevalent are these substances in the environment?

Simcik: They are what we call ubiquitous, meaning they are everywhere.

tpo: What are the potential health impacts of these substances?

Simcik: That is not my area of study, but not many effects have been found in workers exposed to the manufacture of these compounds. Many studies have linked PFAS to cancer, decreased efficacy of vaccines and attention deficit hyperactivity disorder. My greatest health concern is on developing fetuses. We know these compounds affect the lipid levels in our blood. Lipids are very important in fetal development.

tpo: Describe the concerns that wastewater and biosolids operations have or should have about these substances.

Simcik: These compounds are not as hydrophobic as contaminants operators may be used to, such as PCBs (polychlorinated biphenyls). In other words, they don't stick to particles. They like to go back and forth between the dissolved and particulate phases. The greatest issue with biosolids is land application. These compounds have been shown to accumulate in crops grown on fields where biosolids have been applied. Another concern is leaching to groundwater and ultimately to drinking water.

tpo: Some states are passing regulations affecting these compounds. Are they warranted?

Simcik: I think so. These compounds never break down. Anything that persistent is of concern.

tpo: If biosolids are not land-applied, what is the best way to manage the material?

Simcik: Landfills are not the answer because the compounds end up in the leachate, and that can no longer be spread on land or stored in basins. It has to be re-treated at a wastewater plant, and nobody wants that. Incinerators may be a good solution. We often refer to these compounds as chemical rebar because they don't break down. Successful destruction is temperature dependent.

tpo: Since there are very few incinerators still operating and if landfills are not the best solution, how can land application be made safer?

Simcik: We've been working on remediation techniques that we're going

to try applying to wastewater treatment. We're collaborating with the Metropolitan Wastewater Treatment Plant in St. Paul, adding cationic polymers as coagulants to see if we can get the compounds to stick to the solids phase. We're using a slip stream, adding polymer coagulants before the final clarifiers. The goal is to eliminate the compounds from the effluent and drive them into the sludge, where they will be irreversibly bound and not available for uptake.

tpo: Do you have any indications of results?

Simcik: We're still a long ways from understanding the issue. When you work with PFCs, you find out that they're really weird. They can come down and then they can burp back up. Our next step will be to add the polymer to the activated sludge basin ahead of the final clarifier and see if the coagulants will bind with the PFAS and end up in the sludge. It appears from our lab work that we may be able to make them irreversibly bound to the biosolids and not available for leaching or uptake.

tpo: What is your expectation for future developments?

Simcik: Because municipal wastewater treatment plants are a bottleneck in the distribution of these compounds, they are one of the best places to remove them from circulation. We can't eliminate them from the broader environment. If we can drive them into biosolids and keep them from becoming available to plants or groundwater, that would be the best of both worlds. The ultimate goal is to destroy them, but that is very difficult. Saving that, the next best thing is to tie them up where they can't do any harm. **tpo**

“The goal is to eliminate the compounds from the effluent and drive them into the sludge, where they will be irreversibly bound and not available for uptake.”

MATT SIMCIK, PH.D.

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- ◆ Polymer System
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WEF comments on PFAS and biosolids

The Water Environment Federation issued a statement in May about concerns related to PFAS and land application of biosolids.

“For the past several years, concerns about PFAS (per- and polyfluoroalkyl substances) have been a high-profile issue for the water sector, media and public. PFAS are a group of man-made chemicals that includes PFOA, PFOS and GenX. PFAS have been manufactured and used in a variety of industries, and although they have been phased out for many applications, they are still persistent in the environment. There is evidence that exposure to PFAS can lead to adverse human health effects, although much more research is needed.

“Concerns about PFAS have primarily focused on its presence in drinking water. However, some attention is turning to biosolids. There are rare cases where heavy industrial discharges of PFAS have impacted biosolids, and state environmental agencies are beginning to evaluate regulations for biosolids. WEF wants its members to be aware of these concerns, know that WEF is being proactive, and utilize facts and science-based communications resources as needed.”

WEF's position

Biosolids production recovers valuable nutrients, organic matter and energy from treated wastewater — it is a safe and innovative

process that lowers costs for consumers, improves our environment, conserves natural resources and supports our nation's agricultural communities.

WEF is closely following concerns about PFAS and continuing to rely on the current science to inform its response. That science shows no significant health risk from human exposure to biosolids and that contamination of surface water or groundwater from biosolids is very unlikely. WEF urges federal and state regulators to focus on stopping these chemicals at their source through appropriate controls on industrial and other uses — before they enter the sewer system or the environment — and to consider the impacts of new policies or laws on utilities. WEF is committed to understanding more about PFAS and supports further research.

WEF is working closely with the National Association of Clean Water Agencies, The Water Research Foundation, WEF Member Associations and regional biosolids organizations to track concerns, provide facts and science, and support an appropriate regulatory response. WEF is also in communication with the U.S. EPA about biosolids.

WEF plans to continue to expand biosolids advocacy, communications, and research, and offering more resources for the water sector. For more information, contact Patrick Dube, biosolids program manager, at pdube@wef.org or Travis Loop, senior director of Communications and Public Outreach, at tloop@wef.org; or visit www.wef.org and search “PFAS.”



Published on *Vermont League of Cities and Towns* (<https://www.vlct.org>)

Municipal Budget Workshop

Wednesday, September 18, 2019 8:30 am to 2:30 pm

Event Location:

Capitol Plaza
100 State Street
05602 Montpelier , VT
See map: [Google Maps](#) [1]

Cost:

\$60.00 PACIF Members; \$90.00 VLCT Members; Add \$10 after registration deadline



Event Coordinator

Lisa Goodell
802-229-9111
info@vlct.org [2]

Registration Deadline:

Monday, September 11, 2017
[Register for this event](#) [3]

In this essential training, you will learn about the legal requirements and best practices for effectively managing municipal budgets, how you can address conflicts of interest, and find cost saving opportunities through state procurement contracts. Presenters will introduce updated model policies and guidance beneficial to both small and large municipalities. If you're involved in municipal budgeting and financial planning, this training is for you. Selectboard members, town managers, town administrators, treasurers and finance directors will all benefit from reviewing fundamentals and discussing updated policies and programs. Come learn what your town can do to ensure a sufficient return on taxpayer dollars.

Agenda

8:30 Registration Opens (light breakfast provided)

8:55 Welcome and Overview

Speaker: Abby Friedman, Director, VLCT Municipal Assistance Center

9:00 Budget Administration 101: Beyond the Line Item

This introductory session will address the budgeting and financial management

challenges that municipalities face. Our speaker will explain legal requirements and offer you best practices for preparing, managing, and monitoring the budget. Topics will include creating and using reserve funds, how to handle surpluses and deficits, and utilizing financial policies.

Speaker: Mike Gilbar, Chief Financial Officer, VLCT

10:00 Break

10:15 Managing Conflicts of Interest

Addressing real or perceived conflicts of interests is critical to municipalities' financial integrity. Presenters will review legal requirements under Vermont law, best practices for purchasing policies, as well as the Government Finance Officers Association's new code of ethics.

Speakers: Garrett Baxter, Senior Staff Attorney, VLCT Municipal Assistance Center; William Hall, Senior Financial Consultant, VLCT Municipal Assistance Center

11:30 Update on Municipal Grand List Software

The Tax Department's Property Valuation and Review is in the process of updating its grand list software. Many municipalities also use additional accounting modules in the current New England Municipal Resource Center System. Our speaker will summarize the status of the upgrade and address key features such as GIS integration, property tax billing, web-based logons and more.

Speaker: Jill Remick, Director, Property Valuation and Review, Vt. Department of Taxes

12:00 Lunch

1:00 Benefits of Using State Procurement Contracts and More

Municipalities can purchase a variety of products and services using contracts negotiated by the Office of Purchasing and Contracting (OPC). In this session, the OPC team will describe current state contracts available for municipalities to use as well as how the office is working with VLCT on opportunities.

Speaker: A Representative from the Office of Purchasing and Contracting, Vt. Department of Buildings and General Services

1:30 Five Policies to Help Reduce Fraud and Embezzlement

Build a strong foundation to protect municipal funds by employing five critical financial policies: Accounting, Auditing, and Financial Reporting; Purchasing; Cash Receipts, Petty Cash, and Returned Checks; Credit Card Policy; and Fraud. Our speaker will thoroughly describe each policy and how it works in conjunction with internal controls to reduce the risk of fraud and embezzlement.

Speaker: William Hall, Senior Financial Consultant, VLCT Municipal Assistance Center

2:30 Complete Evaluations

Hello Chief Garey, Chief Allen and Chief LaRoche,

I've attached our latest detailed reports of direct referrals from each of your Police Departments to the Community Justice Center for the period of 7/1/18 – 6/30/19. These individual reports include a number of community impact results for each town.

Thank you for being such great partners in this work! And let us know if you have any questions. As always, ***we'd love it if you would share the reports with your PD staff***, or even with your whole Town staff so they know the great work being done by their Police Departments!

Also, if you have hired any new officers in the last year please let us know and we can set up an orientation for them to the work we do and the MOU we have in place.

Some general trends that we noted from the reports for the last fiscal year;

Essex

- Referrals from the Essex PD continues to increase.
- 55% of referrals were for responsible parties under age 18. Continued discussion about referring adults to the CJC will be valuable.
- The completion rate this year is down slightly.
- Five cases that were referred did not go through the Restorative Justice Panel because they did not engage, were unwilling to repair the harm, or the case was requested back because another crime was committed. This is an increase over previous years.
- Seventeen different officers made case referrals to the CJC.
- Continued variety of types of crime referred.
- A lot of support for panels by Essex community volunteers.

Colchester

- Referrals steady throughout year, however no referrals since end of May this year (until yesterday when we got 7!).
- Positive successful completion rate – referrals moving forward are completing.
- Seven referrals chose not to move forward with a process – opens up opportunity for discussion on screening – what more can be done between organizations to move toward process?
- Positive affected party involvement and survey results.
- Continued variety in types of crime referred and officers referring cases.
- Average age of referral is slightly down – opens up opportunity for discussion on referrals – what more can be done to refer adult cases?
- Lots of positive support of panels: our new volunteers started, Select Board allocated funds, Colchester Sun article, interest from legislators in attending.

Milton

- Referrals are holding consistent, however there was a dip with no referrals from end of May until early July.
- Positive successful completion rate.

- Increase in affected party involvement and survey results.
- Continued variety in types of crime referred and officers referring cases.
- Average age of referral is fairly steady and skewed toward younger responsible parties
- There is a need for new volunteers.

Best,

Jill Evans

Director, Essex Community Justice Center

137 Iroquois Ave, Suite 101

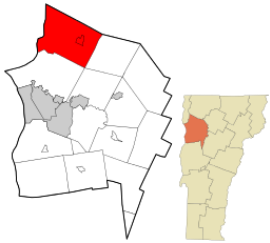
Essex Junction, VT 05452

(802)662-0001

jevans@essex.org

<http://essexjc.org>

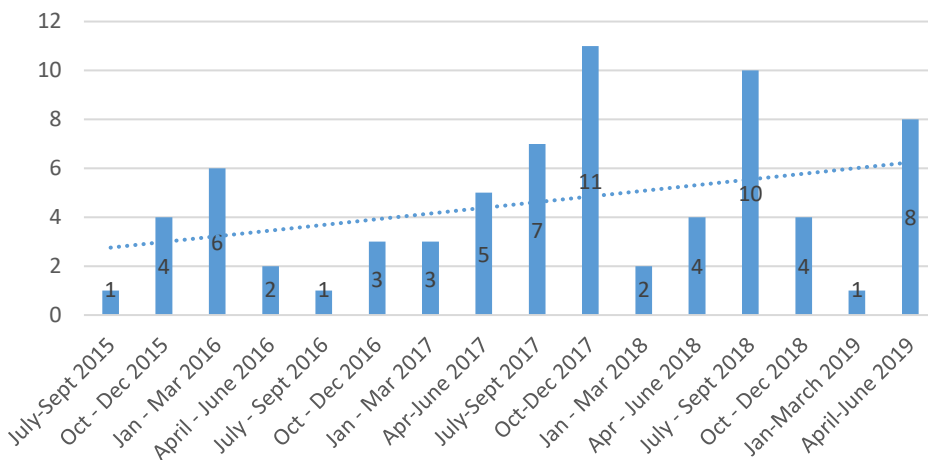




Restorative Justice in Milton

Through a Pre-Charge program, the Milton Police Department can refer cases to Restorative Justice Panels instead of court. The panels are facilitated by trained community volunteers and serve as a proven and cost-effective means to addressing low level offenses. Through a series of conversations, the panel process holds those responsible for crime accountable for their actions and provides an important opportunity for those affected by crime to share their stories and identify need for repair.

Milton PD Quarterly Referrals



Community Impact of FY19 Referrals

23 community members impacted by the referred crimes were contacted by CJC staff to discuss the referral and how they can be involved

13 affected parties participated in the restorative justice panels involving their situation

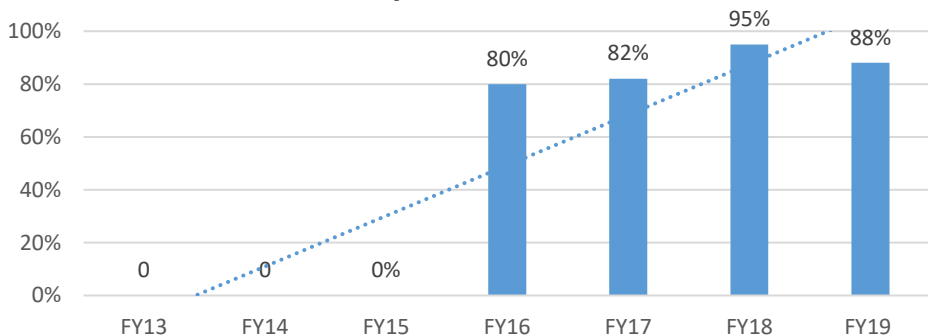
\$285 in restitution and 49 hours of community service were provided through the panel agreement process by those responsible for the crime

Milton residents provided **142 hours of service** offering the panels in the community

Quote from Affected Party:
"I am totally convinced that the rep board process was the way to go in this case. Thanks again."

Quote from Parent of Responsible Party:
"So grateful to community members who care about people they don't know and reach out to help them!"

RJ Panel Successful Completion Rate for Milton Completed Direct Referrals

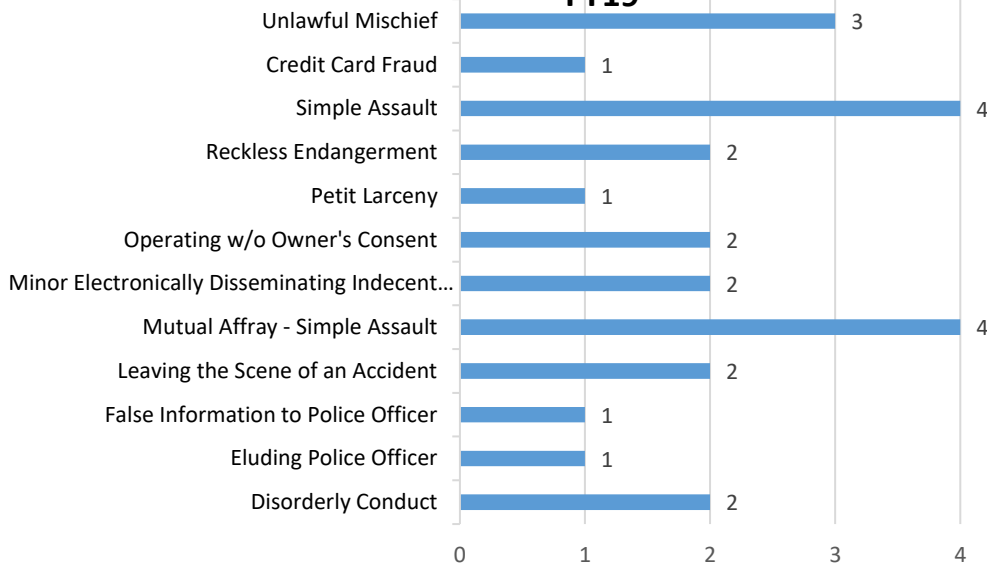


*As of July 2017, successful completion rates are determined only from those participants that entered into a restorative process and were eligible for a completion during the reporting period. This data was not tracked in previous years.

In FY19, **91% of referrals entered into a restorative process (including those started in FY18, but had not yet completed)**. Of those: 18 were eligible to complete during the reporting period and 16 were successful (**88% successful completion rate**). **Two referrals** didn't enter into a process because the person chose not to engage with the CJC.

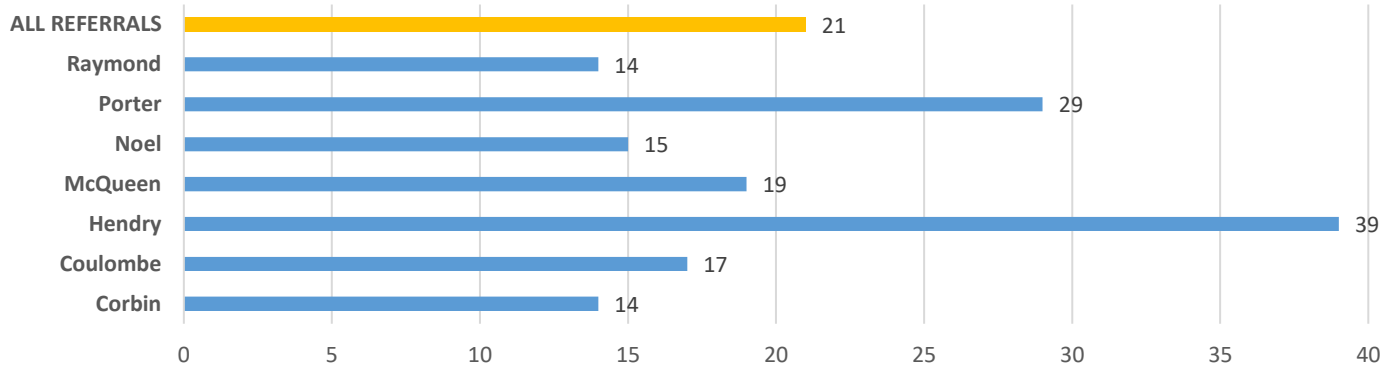
Milton PD Direct Referrals by Crime Type

FY19

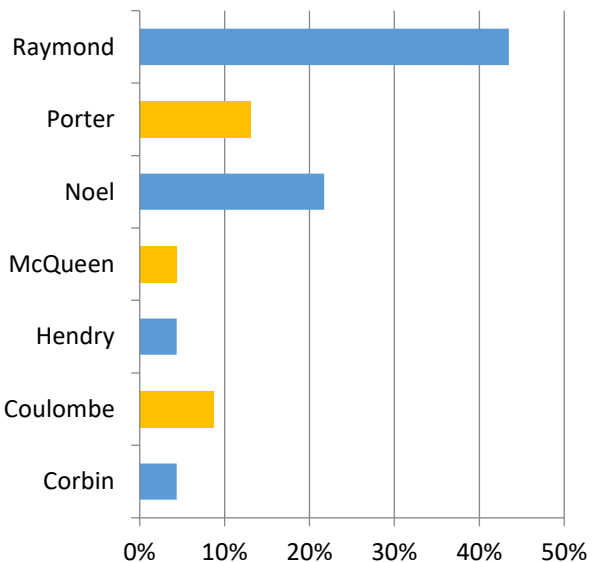


Note:
Some cases involved more than one crime type.

Average Age of Referral by Milton Police Officer FY19

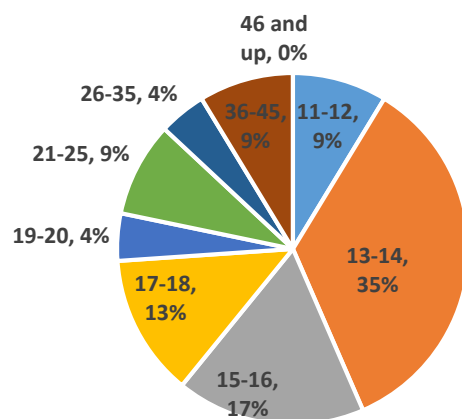


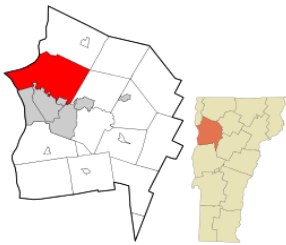
Percentage of Milton PD Referrals by Officer - FY19



80% of referrals came directly from law enforcement officers (meaning not kicked back from SAO) and were completely diverted from the court systems - likely improving communication and resolution time for parties.

Responsible Party Ages of FY19 Direct Referrals

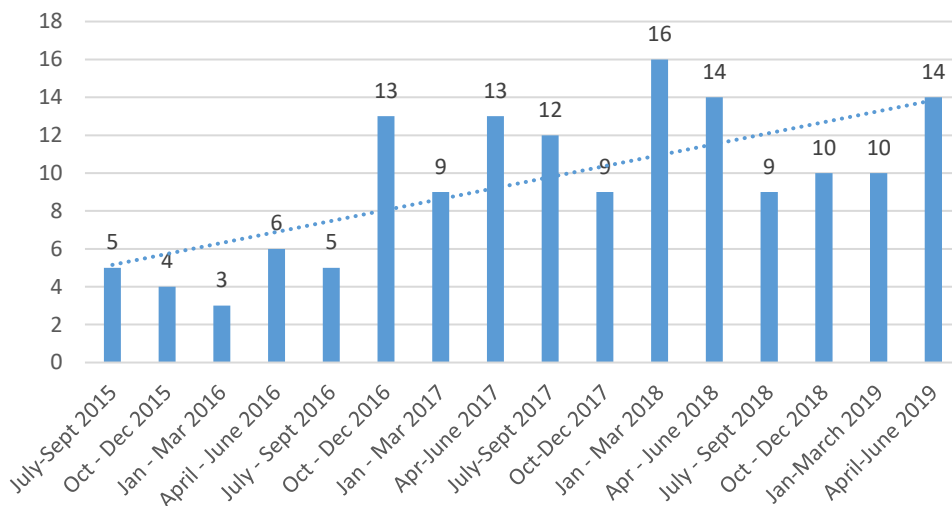




Restorative Justice in Colchester

Through a Pre-Charge program, the Colchester Police Department can refer cases to Restorative Justice Panels instead of court. The panels are facilitated by trained community volunteers and serve as a proven and cost-effective means to addressing low level offenses. Through a series of conversations, the panel process holds those responsible for crime accountable for their actions and provides an important opportunity for those affected by crime to share their stories and identify need for repair.

Colchester PD Quarterly Referrals



Community Impact of FY19 Referrals

40 community members impacted by the referred crimes were contacted by CJC staff to discuss the referral and how they can be involved

10 affected parties participated in the restorative justice panels involving their situation

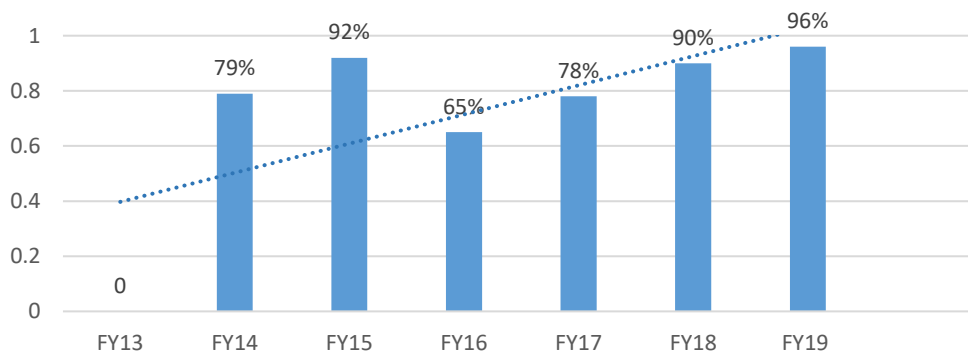
\$1125 was collected in **restitution** through panel agreements

Colchester residents provided **210 hours of service** offering the panels in the community

Quote from Affected Party:
 "You are a model of community service with your excellent organizational and communications skills that are keeping me abreast of the situation."

Quote from Responsible Party:
 "I learned that my actions can impact people that weren't present at the time of an incident."

RJ Panel Successful Completion Rate for Colchester Completed Direct Referrals



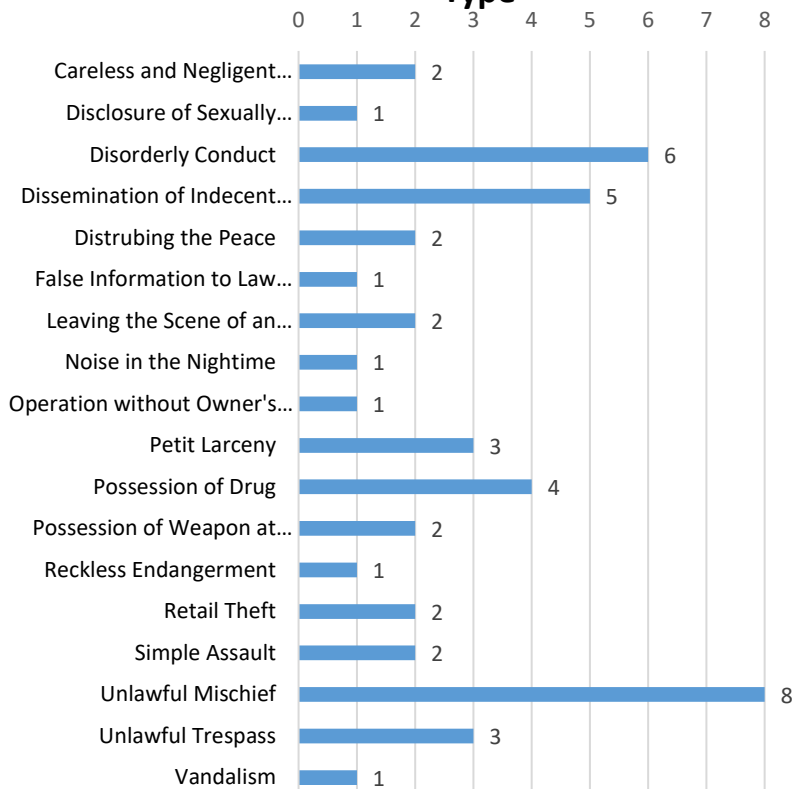
*As of July 2017, successful completion rates are determined only from those participants that entered into a restorative process and were eligible for a completion during the reporting period. This data was not tracked in previous years.

In FY19, **85% of referrals entered into a restorative process** (including those started in FY18, but had not yet completed). Of those: 46 were eligible to complete during the reporting period and 44 were successful (**96% successful completion rate**). **Seven referrals** didn't enter into a process because the person either didn't engage with the CJC or didn't take responsibility for the charge.

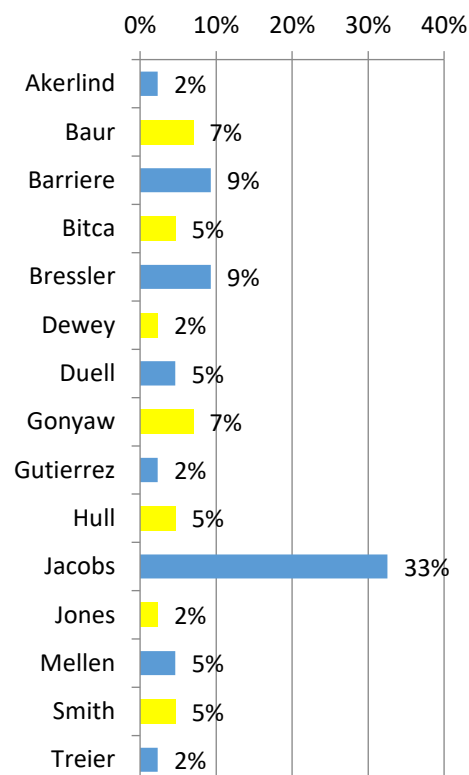


Colchester PD FY19 Direct Referrals by Crime Type

Type

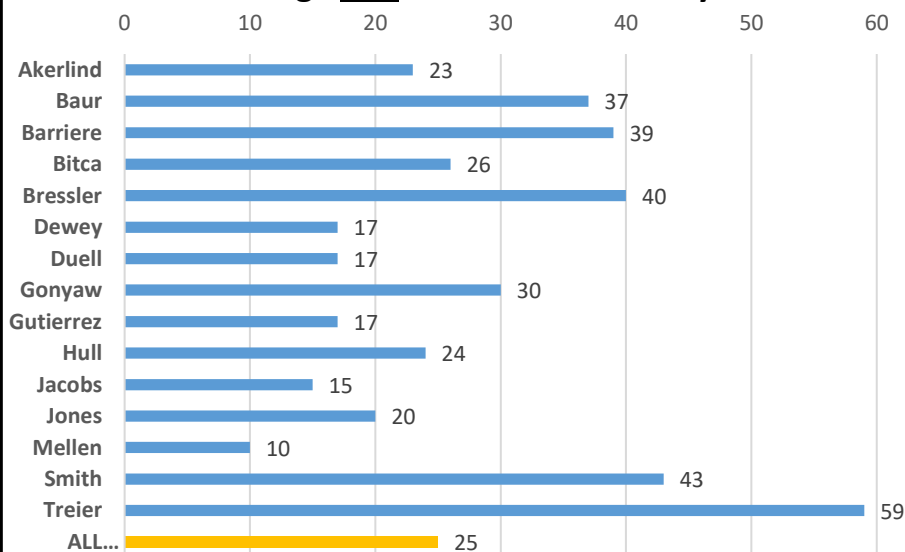


Percentage of FY19 Referrals by Officer

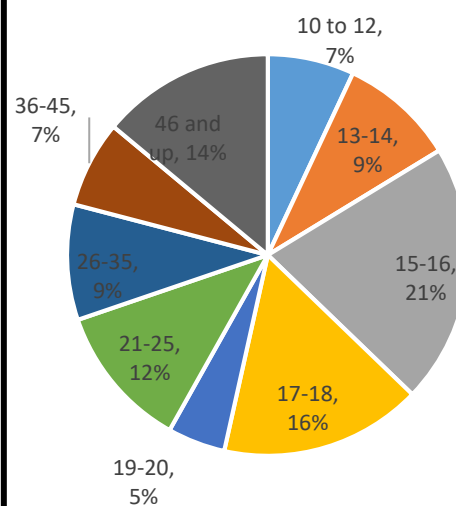


80% of referrals came directly from law enforcement officers (meaning not kicked back from SAO) and were completely diverted from the court systems - **likely improving communication updates and resolution time for involved parties.**

Average Age of FY19 Referrals by Officer

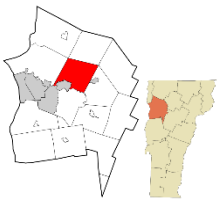


Responsible Party Ages of Colchester PD FY19 Direct Referrals



Starting in FY20, the Town of Colchester committed financial support for the Restorative Justice Panels by **allocating \$13,300** to the Essex Community Justice Center. This support will help maintain the **positive momentum** of this resource for the community.

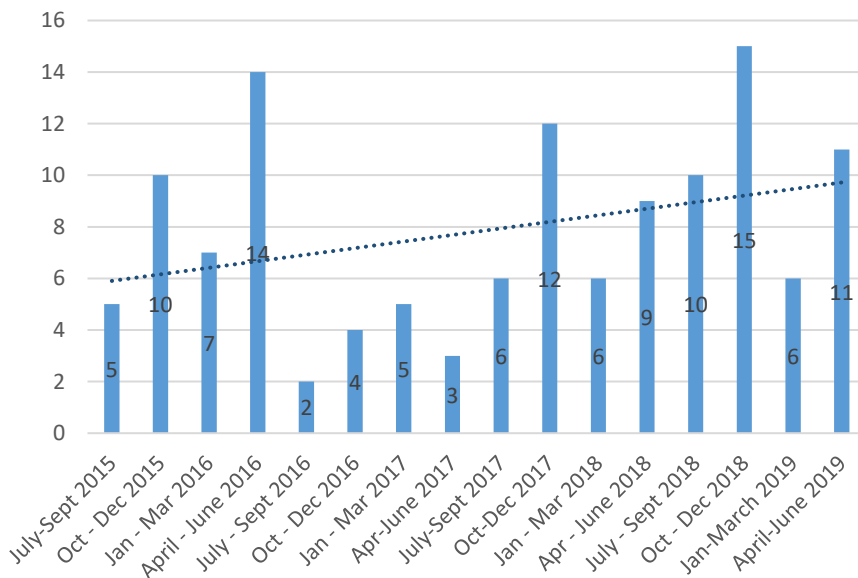




Restorative Justice in Essex

Through a Pre-Charge program, the Essex Police Department can refer cases to Restorative Justice Panels instead of court. The panels are facilitated by trained community volunteers and serve as a proven and cost-effective means to addressing low level offenses. Through a series of conversations, the panel process holds those responsible for crime accountable for their actions and provides an important opportunity for those affected by crime to share their stories and identify needs for repair.

Essex PD Quarterly Referrals



Community Impact of FY19 Referrals

31 community members and businesses impacted by the referred crimes were contacted by CJC staff to discuss the referral and how they can be involved.

4 affected party participated in restorative justice panels involving their situation.

\$2149 in restitution was resolved through the panel agreement process by those responsible for the crime.

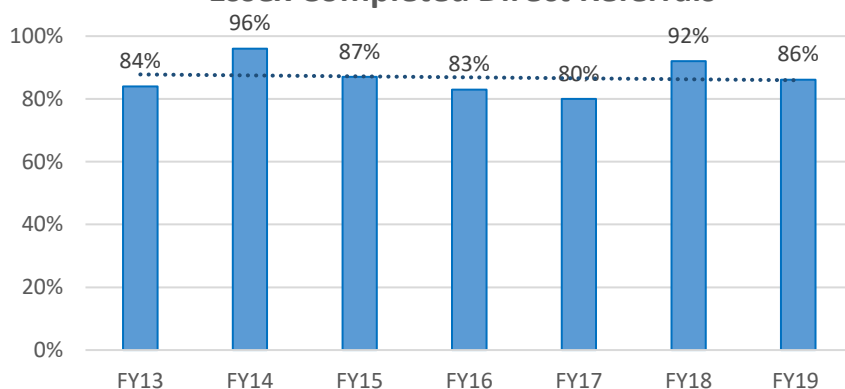
30 hours of community service were completed in the area by those responsible for crime.

Community residents provided **415 hours of service** offering the panels in the community.

Quote from a Parent:

“CJC staff and volunteers were wonderful. They all provided support and education to my son for the crime he committed. Everyone was fair and held my son accountable for his actions.”

RJ Panel Successful Completion Rate for Essex Completed Direct Referrals

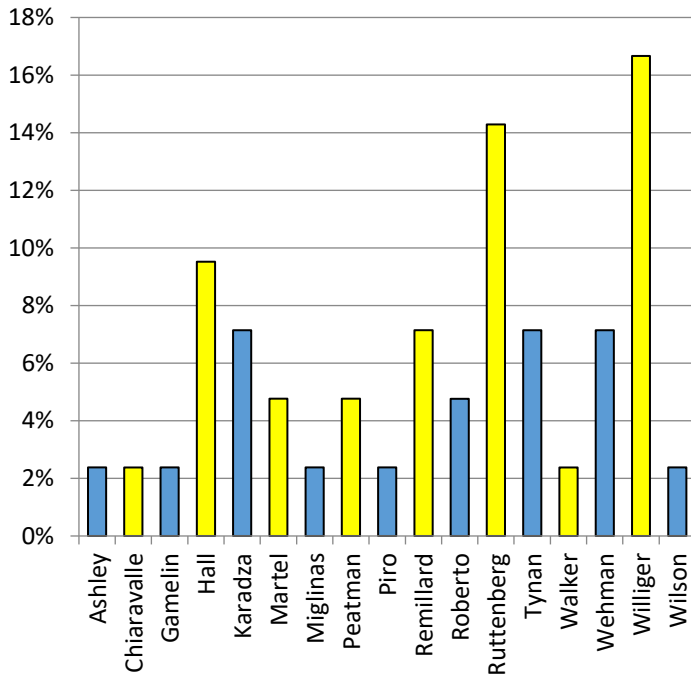


****As of July 2017, successful completion rates are determined only from those participants that entered into a restorative process and were eligible for a completion during the reporting period. This data was not tracked in previous years.**

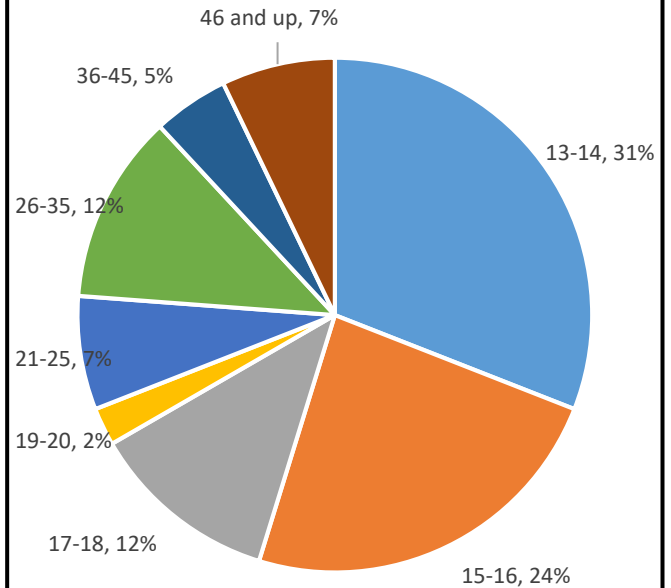
Of all the new case referrals in FY19, most went through a Restorative Justice Panel. One person did not take responsibility for the crime, and another was unwilling to repair the harm, so those cases were returned. Two people did not engage with the CJC at all. The officer requested one referral be returned and one person’s case was pulled back by the Chittenden County States Attorney.



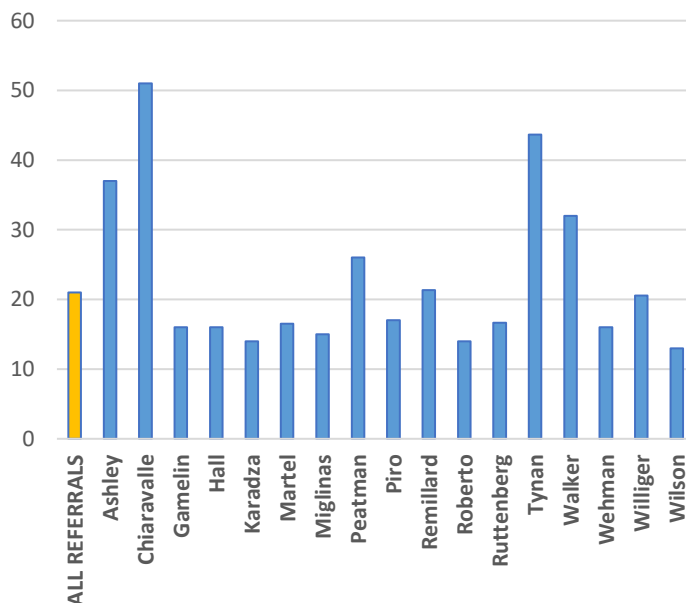
Percentage of Essex PD Referrals by Officer - FY19



Responsible Party Ages of Essex PD Direct Referrals FY 2019



Average Age of Referral by Essex Police Officer FY19 (July 2018 - June 2019)



Essex PD Direct Referral by Crime Type – FY19

7 referrals each for Excessive Speed and Unlawful Mischief.

6 referrals for Retail Theft.

3 referrals each for Simple Assault and False Pretenses or Tokens

2 referrals each for Tampering with Facilities, Unlawful Trespass and Weapon at School.

1 referral each for Aggravated Disorderly Conduct, Careless and Negligent Operation, Counterfeit ID, Enabling Consumption by Minors, False Information to a Police Officer, Furnishing Alcohol to a Minor, Larceny, Leaving the Scene of an Accident, Petit Larceny, Possession of LSD, Receiving Stolen Property, Reckless Endangerment, Uttering Forged / Counterfeit Instruments, and Switchblade Possession.



NEWSLETTER - SUMMER 2019

In this Issue:

- * **Director Updates**
- * **Volunteer Updates**
- * **Downstream Film Screening**
- * **Reentry/CoSA Updates**
- * **Spotlight on the Impact of RJ Panels**
- * **Panel Updates**
- * **Intern's Corner—The Social Discipline Window**
- * **Random Photos**
- * **ECJC is going Green-er!**
- * **ECJC Vision, Mission & Values**

Director Updates

Happy Summer!! It feels like it took a long time to get here, didn't it?

Things are great at the ECJC. Especially with regard to our budget for FY20! A few updates about the budget;

- Colchester will begin supporting the ECJC financially effective FY20!! Their budget passed with a line item for the CJC of \$16,200 (the same that the TOE contributes). Minutes from their June 2019 Selectboard meeting suggest they will only be contributing \$13,300 of that to the CJC.
- Milton decided to not add a line of support for the ECJC in their FY20 budget, so they will not be providing any financial support.
- Essex has contributed \$16,200 annually for the last 2 years with drug seizure money. The monies will now be coming directly out of the TOE/EPD budget as a result of the line items for the CJC added to the TOE's FY20 budget, approved by voters in March.

All in all, we will have enough in our budget for FY20 to cover increases in staff salaries and benefits without having to cut any staff hours!

Enjoy the rest of your summers!!!

Fondly,
Jill

APRIL WAS VOLUNTEER APPRECIATION MONTH!!!

The important work of the Essex Community Justice Center couldn't be achieved without the dedication and commitment of our truly engaged and amazing volunteers!! In FY19, a total of 59 Volunteers (10 of whom were new to the CJC this year) served over 1,100 hours on RJ Panels and CoSAs!

We are so thankful and appreciative to have you all on our team!

[W]e celebrate the selfless individuals around our country who channel their civic virtues through volunteerism... devoted to a cause bigger than themselves.... Volunteers help drive our country's progress, and day in and day out, they make extraordinary sacrifices to expand promise and possibility.

~Barack Obama



Karen, Michelle, Susanna, Kristen and Jill (taking the picture) writing Thank You cards to our amazing volunteers for Volunteer Appreciation Month in April.

ECJC Volunteer Updates

FAREWELL AND GOOD LUCK!



Michelle Caver, who interned with Karen Dolan for the 18-19 academic year from UVM's BSW program, spent her last day with the Essex CJC on 5/1/19. She will be missed!! Michelle was a valued team member at the CJC and her work in the Colchester Schools, with affected parties and on RJ Panels was invaluable. Here she is getting her BSW from UVM on 5/19/19!!! Congratulations Michelle! Michelle plans to volunteer at the Hartford Community Justice Center back in her hometown!!

Olivier Bishop-Mercier, who interned with Susanna since last fall, spent his last day with the CJC on 5/30/19. Olivier spent most of his time helping Susanna to research best practice in developing a Youth RJ Panel and in developing relationships with Essex High School and Community College of VT. He was also an Essex panel volunteer. Olivier is headed out west on a 6 week road trip before he enters the Toronto School of Law in the fall!!! Best Wishes Olivier!! We'll miss you!!



Please Welcome New Volunteers at the ECJC!!

(We always ask for a brief bio and photo from new volunteers to help introduce them at the ECJC. Not everyone chooses to send them to us!)



Patricia Hechmer (Pat) - Colchester Panels

Pat has lived in Westford for 29 years on land that allows her ample space to pursue her passion for gardening. She retired from a career in engineering and science, and after four years of study in NYC became a practicing homeopath. A second retirement allows her more time to volunteer. In the past, she's been an Alternatives to Violence Project volunteer, facilitating

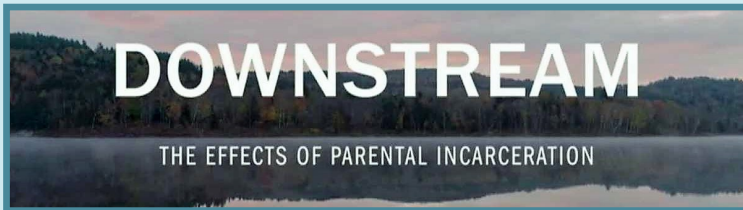


three day experiential workshops in a NY state prison, and a mentor with Mercy Connections to women newly released from prison. She is also a long time volunteer with JUMP- a drop in center providing assistance to the working poor and homeless. And she's a library trustee! Her other interests include cycling (especially on her tandem) and quilting. She lives with her husband Michael and much pampered dog Sam. She has two adult children and two grandchildren. Pat says "Life is good"

New ECJC Volunteers—continued

Elizabeth Kanard—Colchester Panels

Elizabeth moved to the Burlington area in 2001 after 4 years of volunteer work on Cape Breton, Nova Scotia. She went to Smith College to pursue a second career in social work and is currently the social worker and coordinator of a homeless medical respite program administrated through the Community Health Centers of Burlington. Elizabeth finds her work deeply meaningful and she particularly enjoys her work with the Burlington homeless population. She's had an interest in Restorative Justice for many years and now is pleased to be able to volunteer on a panel. In Elizabeth's spare time she enjoys golfing, reading, and dinner with friends.



The ECJC held a very successful and well attended screening of the film “Downstream: The Effects of Parental Incarceration” on 5/7/19 at Essex Cinemas. DOWNSTREAM is an hour-long documentary film featuring the compelling stories of those left behind when a parent goes to prison. Vermont children and caregivers share their experiences, revealing the complex and emotional terrain they navigate.

Thanks to all of the volunteers who helped out that night (Richard, Frank, Dhyana and Ann!!). For those who weren't able to attend, there will be a streamable link added to this website between 7/15/19—8/31/19, if you'd still like to see it;

<https://www.downstreamfilm.com/>



Reentry: Highlights

Hello from the Reentry Corner of the office!

There has been some transition in the Chittenden County reentry space, and so we are currently getting to know some new CoSA volunteers from other centers that are seeking to volunteer. Luckily, we do have a couple folks transitioning back into the community this summer, so I am working on forming those teams. The existing CoSAs are chugging along and excited that the weather is (*sort of*) starting to invite meetings outside on the picnic table! Hopefully, creemees are in our team's future. Curiosity, honesty, and respect continue to be values that drive this work, and I feel grateful for the rockstar volunteers who make up our current (and future!) teams. If you're curious to learn more, I'd be happy to meet with anyone interested in volunteering. Perhaps over a creemee.

K.B.



KB recently brought this back from a Restorative Justice Conference in Denver, Colorado. It's a talking piece made by a CoSA Core member from Minnesota. For him it embodies what CoSA is all about, a web of relationships that provide all of these values.



One of the active CoSAs at ECJC (Circles of Support and Accountability) playing miniature golf recently!!!



Restorative Justice Panels: Highlights



Spotlight on the Impact of RJ Panels

In April, one panel had the opportunity to witness a truly restorative moment between an Affected Party and Responsible Party that we wanted to share with all. We know it is the positive moments that provide the reinforcement needed to navigate the more challenging times.

The panel was for a young man that had been referred as a term of his probation. He had already been convicted of Possession of Stolen Property and Petit Larceny in a case that involved 15 affected parties. The panel process was issued as part of this probation as a way to provide further follow up to the victims. During the criminal court process not all victims were able to be contacted and the restitution order was left open for the duration of the young man's probation in case any additional information was collected. This provided an important opportunity for those affected and at the same time a lot of uncertainty for the young man because he knew that we would be reaching out to all of the parties.

After reaching out to everyone, it turned out that a few affected parties provided statements and restitution requests and one decided to attend in person. As the panel started, it went along in a pretty standard manner with each party sharing what happened and how folks were impacted. Things shifted a bit though when it got to creating an agreement. The responsible party shared his remorse for what happened and understood that he made a bad decision. He wanted to make things right but also shared his frustration in actually making that happen. The young man believed that his reputation was solidified as a bad person and stated that the whole community thought he was bad and would no matter what he did. The volunteers were ready to follow up, when the affected party made a motion that she wanted to share. Completely unprompted, she shared that she had been in a similar situation just a few years prior. She shared that she was an addict, had burned many bridges in her life and definitely had a bad reputation. She then shared that she did the work to turn things around. She took things one day at a time and was happy to report that things are in a much better place now.

In that moment, the affected party became the support for the responsible party and provided him with the motivation to take on the task of rebuilding his motivation. He thanked her for words of encouragement and made the effort to move forward with his agreement. With that brief connection, everyone in the room could feel the power of creating a restorative environment – one where folks can truly listen, connect, and move forward.

Karen was on-line trying to find a quote or picture to visualize the impact of an evening panel recently and came across this term: **Moral Elevation**.

"Moral elevation is described as a warm, uplifting feeling that people experience when they see unexpected acts of human goodness, kindness, courage, or compassion. It makes a person want to help others and to become a better person himself or herself." Here is a full article on the concept: https://greatergood.berkeley.edu/article/item/wired_to_be_inspired

Essex Panels

The lull in new cases for Essex is officially over. Since the beginning of April Essex received 15 police direct referrals, 1 community referral, 3 new RICC cases, 3 referrals from Burlington Probation and Parole, and one referral from a school. The summer panel schedule is filling up! Given the increase in referrals, we are pleased that we also have some new volunteers starting as official panel volunteers.

Olivier completed his observations, and had begun volunteering on panel. Sadly we don't get to keep him in this role long, as he will be leaving for a cross-country road trip in June, and then is headed to law school. Olivier has done excellent work here at the Essex CJC, and we will miss him. As of this writing, Dayva is planning to do her final observation soon, and will be joining the Essex Panel team in June. Please welcome her when she joins the panels.

Susanna

Colchester Panels

Volunteers in Colchester continue to be busy, busy, busy. Some panels have been lighter than others due to scheduling needs, but all, including the Tuesday daytime panel, are regularly booked. Just as in Milton, panels referrals are on the rise in Colchester. What is unique in Colchester is the type of referrals – the majority are still directly from the police department (18 new referrals since March), but there have also been referrals from the State Attorney’s Office, criminal court, and probation and parole. This variety provides a shift in intercept points for our panel process and can impact the perspective brought to panel. When folks have already gone through the criminal justice system, there can be delays in entering panel and this can impact their connection to the event, their desire to move on, and the relevance of follow up items. Volunteers have been up for the challenge and offered stellar panels to all involved.

Colchester panels haven’t seen as much participation of affected parties as Milton, but have seen an increased need for trauma-informed approaches at panels. Many participants are going through their panel process while also navigating self-harm, suicide attempts, depression, anxiety, and addiction. While these co-occurring challenges don’t excuse their criminal behavior, they are important factors in how panels are offered in order to be most successful for all parties. Trauma informed approaches that have been used in the past few months include: circle conversations with fewer volunteers, rescheduling opportunities, support people at panel, check in meetings, and focused, prepared questions. Huge kudos to volunteers for their willingness to adapt and accommodate based on who is in the room and set goals to be the most restorative as possible.

In the months ahead, Colchester will likely see more of the same and provide an important resource for the community. Another positive addition is the start of two new volunteers – Pat and Katherine! And in the fall, a new social work intern will be starting and be a part of all Milton and Colchester panels. Please look for an introduction from Kaity in the future.

Karen

*“**Restorative justice** is not simply a way of reforming the criminal **justice** system; it is a way of transforming the entire legal system, our family lives, our conduct in the workplace, our practice of politics. Its vision is of a holistic change in the way we do **justice** in the world.”*

-John Braithwaite

Milton Panels

Since the last newsletter went out in February, panels in Milton have been fairly steady. There was a brief lull, that timed well with a regularly scheduled check-in with the Milton Police Department. That meeting served as an opportunity to review the referral process, discuss opportunities for further collaboration, and share new outreach materials. That being said, referrals are now officially on the rise with nine new referrals from the PD since March and one new probation case. The majority of referrals continue to be youth or young adults and charges have ranged from simple assault, reckless endangerment, and petit larceny.

There has also been positive participation from affected parties. Volunteers have successfully navigated panels with many voices and ultimately covered the needs of all involved. There was reflection on how to best support youth affected parties, especially when the parents have a loud voice, and also how to best support multiple affected parties involved in a single case.

Looking ahead, there are number of referrals in the works and panels will likely continue to be close to full. In order to meet this demand, Milton is need of 1-2 more volunteers to fill a spot on each panel. There are a few interested applicants, but no one has yet committed to the full next steps. Please feel free to pass interested names along to Karen. In the meantime, much gratitude for all of the work and dedication that the current Milton volunteers are providing!

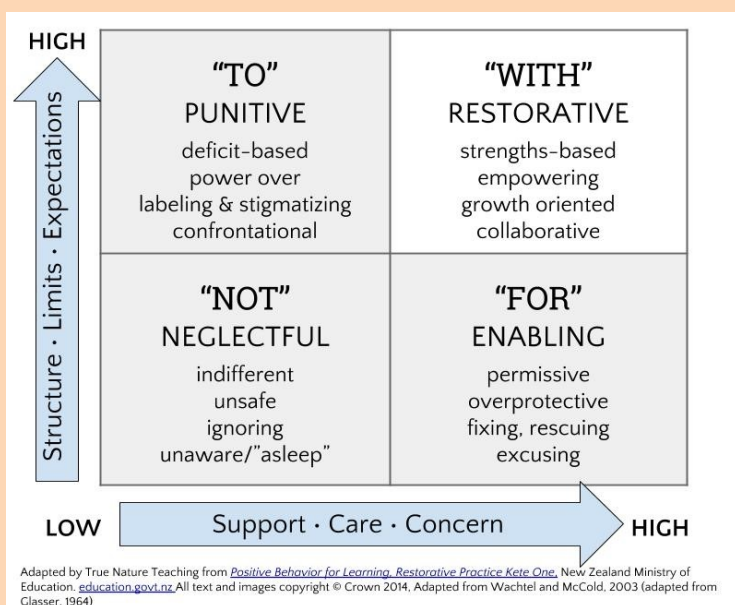
Karen

INTERN CORNER

The Social Discipline Window

Written by,
Olivier Bishop-Mercier
ECJC Intern

The Social Discipline Window is a concept that defines four basic approaches to regulating social behavior along spectrums of support (nurture, care, and concern) and structure (control, limits, and accountability). The four domains of the social discipline window are defined by responses that include low or high support and low or high structure. At the upper-right-hand corner of the social discipline window lies the Restorative domain. This is defined as behavioral approach that combines high accountability with high levels of support. It means working “with” people to regulate their behavior and empower them to make amends and make better choice. It is the domain in which the literature of Restorative Justice insists that RJ practitioners work within.



Thinking of a combination of high support and accountability as some form of idealized restorative process seems like a dead end. It is hard to see how these ideas of structure and support, as well as the social-discipline window itself, fit in when we just think that the work we do must fall in the realm of “restorative”. For me, the social discipline is most useful when examining approaches to regulating social behavior that is high on either support or control, and low on the other.

An approach that includes high support and low control is defined by the Social Discipline Window as enabling. It means regulating behavior that means working “for” the person in question. The problem with this approach is that it does not hold people accountable for their actions. On the other hand, the punitive approach has high control and little support. It means regulating behavior by doing things “to” the responsible party to account for their crime. This is an approach that runs counter to much of what we try to do in Restorative Justice that is different from the traditional Criminal Justice system. Working “for” people and doling out discipline “to” others are obviously both far removed from the restorative mode of social discipline but the Social Discipline Window is a useful tool to show us the way in which these regulatory patterns are related and the necessary ingredients to move towards a more restorative process.

RANDOM PHOTOS



KB graduating from the VT Victim's Assistance Academy (VVAA), an 64-hour course on victims' rights, services and experiences of crime and its aftermath , in which Karen is an Instructor!!!



ECJC Staff Meeting in the Salt Cave at Purple Sage Salon & Spa in Essex. It's worth a visit!!!
(At no cost to the CJC)



KB hanging in Denver, Colorado, while attending the 7th National Association of Community & Restorative Justice (NACRJ) in June!!
Rumor has it she learned a lot and had a great time!



Summer fruit smoothies at staff meeting!!



A recent Staff Mingler with 3 of the other CJs in Chittenden County



**Susanna and the Rainbow Trout she caught
on Cayuga Lake while on vacation!!!!**

The Essex Community Justice Center is going

GREEN-ER!!!



Please bear with us as we make some changes at the CJC in order to “go green-er”. Basically, as individuals and as a community organization, we have decided that we want to operate in a way that is more friendly to the natural environment and is sustainable for the earth.

We want to contribute more towards maintaining the natural ecological balance in the environment, and help to preserve the planet and its natural systems and resources. So we are taking some steps to minimize the harm we do to the environment in our office.

Over the next months you will see us use up our k-cups, paper plates, paper napkins, paper/plastic cups and plastic utensils and replace them with an eco-friendly coffee system (we’re still researching that if anyone has any recommendations!), reusable plates, cloth napkins, reusable glasses and mugs, and reusable silverware. We’ve eliminated paper towels in the bathroom and are using hand towels that we wash. We’re looking into tree-less paper towels and bathroom tissue. At some point we are going to have to look at our individually wrapped candy/snack selection!!

Any and all feedback, ideas and recommendations are welcome!!!

GOING...GREENER

Conserve More Create Less!

Essex Community Justice Center Staff

Kristen Brownlow

Restorative Reentry Coordinator

Safe Driver Facilitator

Jill Evans

Director

Karen Dolan

Colchester/Milton Panel Coordinator

Safe Driver Program Coordinator

Susanna Weller

Essex Panel Coordinator



137 Iroquois Ave, Suite 101
Essex Junction, VT 05452
Phone: (802) 872-7690

www.essexjc.org

Like us on Facebook

<https://www.facebook.com/Essex-Community-Justice-Center-173196699551434/>

Vision:

The Essex Community Justice Center envisions safe, expansive and resilient communities in which the response to conflict and crime is restorative and healing, enhances community and reduces further harms.

Mission:

The Essex Community Justice Center creates opportunities with the communities we serve for restorative approaches to crime and conflict that;

- Promote justice for those affected by crime by focusing on the harm caused
- Allow those responsible for harm to accept active responsibility for addressing and repairing the harm they caused
- Educate, build empathy, restore dignity, and enable healing
- Support the needs of those reintegrating from prison into a more connected community life
- Strengthen individuals and the communities we serve through education and support to prevent further harms

Values:

We believe that all people living in a community are **interconnected** through a web of relationships, and that conflict and crime harms and affects people—victims, family members, community members, offenders and others. We believe that conflict and crime damages relationships, and disrupts peace and **safety** in the community. We believe in the inherent worth and **dignity** of every person and that no one should be defined by their biggest mistakes. We believe that justice is more likely to be achieved when victims, affected parties and the community are engaged in and central to the justice process. We believe that all victims of crime should have access to **restorative** processes upon request. We believe that effective restorative processes build **empathy**, restore dignity, **re-empower** victims, enable **healing** and strengthen communities as we strive toward a just society in which all lives have equal value. We believe in **reintegration**, supporting the needs of offenders and removing barriers to successful reentry while also encouraging **accountability**/acceptance of **responsibility** for harm caused. We believe that restorative justice nurtures **hope** – the hope of healing for victims, the hope of change for offenders, and the hope of greater civility for society.

Desired Future State:

- Our services are available and accessible to all who need it
- All victims can access our support
- Our work is seen as valuable and effective
- People re-entering succeed and thrive in our community
- Our volunteers reflect the diversity of our community

Vermont Department of Taxes

**NOTICE of
EDUCATION TAX RATES for FISCAL YEAR 2020**

TOWN OF ESSEX

Prepared: **July 1, 2019**

NON-HOMESTEAD TAX RATE

Non-Homestead Tax Rate to be Assessed: \$ 1.6930

HOMESTEAD TAX RATE

Homestead Tax Rate to be Assessed: \$ 1.5385

The Homestead Education Tax Rate is based in part on the education spending per equalized pupil of all the pupils residing in your town. Many town districts are also members of union school districts. Each town and union school district will have a tax rate based on its spending per pupil. For towns with multiple school districts, the tax rate is a combination of those rates.

Town-specific information on education tax rate calculations will be available on the Department of Taxes website at:

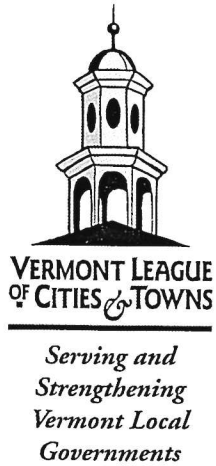
<http://www.tax.vermont.gov>

By law, the legislative body in each municipality shall bill each property taxpayer at the homestead or non-homestead rate as determined by the Commissioner for their municipality.
32 V.S.A. Sec. 5402(b)(1)

If you have questions about your education tax rates, please call the Vermont Department of Taxes at (802) 828-5860.

ORIGINAL: Chair Selectboard / City Council

COPY: Town / City Treasurer



Memorandum

To: VLCT Members

From: Karen B. Horn, Director
Public Policy and Advocacy

Date: July 26, 2019

Re: Nominate one of your own to receive a VLCT award!

Do you know a local official or legislator who has served cities and towns exceptionally well? Please consider nominating him or her for VLCT's Municipal Service or Lifetime Achievement award. Recognition of our award winners will take place at Town Fair 2019 on Wednesday, October 2, at the Killington Grand Hotel, 228 East Mountain Road in Killington, Vermont.

Please read the criteria below before submitting a nomination. We look forward to hearing from you!

In non-election years, VLCT members may nominate legislators for a Legislative Service Award.

The **MUNICIPAL SERVICE AWARD** is given to an elected or appointed municipal official who has shown an active commitment to strong local government beyond the borders of his or her community – such as in service to the Vermont League of Cities and Towns – and has also demonstrated a commitment to his or her municipality by serving on a board or commission.

From time to time, VLCT presents its **LIFETIME ACHIEVEMENT AWARD** to a municipal official or employee who has dedicated his or her career to serving local government both within his or her community and through service at a statewide level on a board, a commission, or to the Vermont League of Cities and Towns.

The **LEGISLATIVE SERVICE AWARD** recognizes a member of the Vermont General Assembly who, through his or her service, has best shown an awareness of the issues facing local government and its capacity for self-governance, and who has sought to provide local authority on a statewide basis through legislative action.

The deadline to submit award nomination forms (attached) is **Friday, August 30, 2019.**

Sponsor of:

VLCT Employment
Resource and Benefits
Trust, Inc.

VLCT Municipal
Assistance Center

VLCT Property and
Casualty Intermunicipal
Fund, Inc.

VLCT Town Fair Awards Nomination Form

LEGISLATIVE SERVICE AWARD

This award will be presented at Town Fair on Wednesday, October 2, 2019, at the Killington Grand Resort Hotel in Killington, Vermont.

This award recognizes a member of the Vermont General Assembly who, through his or her service, has best shown an awareness of the problems facing local government and its capacity for self-governance, and sought to provide local authority on a statewide basis through legislative action.

Name of legislator nominated: _____
Nominator: _____ Municipality: _____
Position(s) held by nominee: _____

The nomination must be accompanied by a letter of recommendation from at least one local legislative body in a city or town that the nominee represents.

Street address of nominee: _____
City/Town: _____ Zip Code: _____
Phone: _____ Years of Service to Municipal Government: _____
Reasons for nomination: _____

Please cite a specific example of the nominee's efforts to solve a problem that affects Vermont municipalities:

Please indicate an instance of the nominee advocating for local governments or working with other groups to achieve a goal beneficial to municipalities:

Attach additional sheets if needed.

Please return to Vermont League of Cities and Towns, 89 Main Street, Suite 4, Montpelier, VT 05602-2948, fax to 802-229-2211, or email to Karen Horn at khorn@vlct.org by Friday, August 30, 2019.

VLCT Town Fair Awards Nomination Form

LIFETIME ACHIEVEMENT AWARD

This award will be presented at Town Fair 2019 on Wednesday, October 2, at the Killington Grand Resort Hotel in Killington, Vermont.

The Lifetime Achievement Award is presented from time to time to a municipal official or employee who has dedicated his or her career to serving local government within his or her own community and through service at a statewide level on boards or commissions or the Vermont League of Cities and Towns.

Name of person nominated: _____
Nominator: _____ Municipality: _____
Position(s) held by nominee: _____

The nomination must be accompanied by a letter of recommendation from the local legislative body in which the nominee serves.

Street address of nominee: _____
City/Town: _____ Zip Code: _____
Phone: _____ Years of Service to Municipal Government: _____
Reasons for nomination: _____

Please cite a specific example of the nominee's efforts to solve a problem that affects Vermont municipalities:

Please indicate an instance of the nominee advocating for local governments (in the legislature, at a regional commission, solid waste district, or similar regional forum, or as a member of an advocacy group) or working with other groups to achieve a goal beneficial to municipalities:

Attach additional sheets if needed.

Please return by **Friday, August 30, 2019**, to Vermont League of Cities and Towns, 89 Main Street, Suite 4, Montpelier, VT 05602-2948, or to Karen Horn via email (khorn@vlct.org) or fax (802-229-2211).

VLCT Town Fair Awards Nomination Form

MUNICIPAL SERVICE AWARD

This award will be presented at Town Fair 2019 on Wednesday, October 2, at the Killington Grand Resort Hotel in Killington Vermont.

This award is given to a municipal elected or appointed official who has shown an active commitment to strong municipal government beyond the borders of his or her community – such as service to the Vermont League of Cities and Towns – as well as demonstrating a commitment to his or her own municipality by serving on a board or commission.

Name of person nominated: _____

Nominator: _____ Municipality: _____

Position(s) held by nominee: _____

The nomination must be accompanied by a letter of recommendation from the local legislative body in which the nominee serves.

Street address of nominee: _____

City/Town: _____ Zip Code: _____

Phone: _____ Years of Service to Municipal Government: _____

Reasons for nomination: _____

Please cite a specific example of the nominee's efforts to solve a problem that affects Vermont municipalities:

Please indicate an instance of the nominee advocating for local governments (in the legislature, at a regional commission, development corporation or similar regional forum, or as a member of an advocacy group) or working with other groups to achieve a goal beneficial to municipalities:

Attach additional sheets if needed.

Please return by **Friday, August 30, 2019**, to Vermont League of Cities and Towns, 89 Main Street, Suite 4, Montpelier, VT 05602-2948, or to Karen Horn via email (khorn@vlct.org) or fax (802-229-2211).

MEETING SCHEDULES

08/01/2019

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 (Canceled 4/18)	
May 6, 2019—6:30 PM	SB Special (Added 5/2)	
May 6, 2019—7:00 PM	SB Regular	
May 6, 2019—7:00 PM	VB Special (Added 5/2)	
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 (Essex High School cafeteria)	
June 22, 2019—8:00 AM-3:00 PM	JT Special—Strategic Advance, Delta Burlington (1117 Williston Rd.)	
June 25, 2019—6:30 PM	VB Regular	
June 25, 2019—7:15 PM	JT Special, 2 Lincoln	
July 1, 2019—7:00 PM	SB Special (Added 6/28)	
July 2, 2019—6:00 PM	VB Special Public Hearing (Added 5/14)	
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 (Canceled 6/14)	
July 23, 2019—6:30 PM	VB Regular Location at 81 Main	
July 23, 2019—7:15 PM	JT Special, 2 Lincoln 81 Main	
August 5, 2019—7:00 PM	SB Regular	
August 5, 2019—7:45 PM	JT Special, 81 Main (Canceled 7/30)	
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
August 29, 2019—6:00 PM	VB Special—Public Hearing <i>(Added 7/23)</i>
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



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

August 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 Joint Governance Subcommittee 8:00 AM, 1 st Floor-81 Main	3
4	5 SB Regular 7:00 PM JT Special 7:45 PM	6 Village Capital Committee 6:00 PM, 2 Lincoln	7	8	9	10
11	12	13 VB Regular 6:30 PM	14	15	16 Bennington Battle Day OFFICES CLOSED	17
18	19 SB Regular 7:00 PM	20	21	22 Joint Governance Subcommittee 6:30 PM, 2 Lincoln	23	24
25	26	27 VB Regular 6:30 PM JT Special 7:15 PM	28	29 VB Special Public Hearing 6:00 PM	30	31



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

September 2019

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