



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

2 Lincoln Street
Essex Junction, VT 05452
Tuesday, January 28, 2020
6:30 PM

E-mail: manager@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6951

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
 - a. Comments from Public on Items Not on Agenda
5. **BUSINESS ITEMS**
 - a. Work session on FY2021 operating budget
 - b. Approve FY2021 operating budget
 - c. Warn public hearing for FY2021 operating budget
 - d. *Update on public union contract negotiations – Evan Teich
 - e. **Discuss evaluation of a public employee
6. **CONSENT ITEMS**
 - a. Approve minutes: January 14, 2020
 - b. Check Warrant #17182—01/17/2020; #17183—01/24/2020
7. **READING FILE**
 - a. Board Member Comments
 - b. Email from Bridget Downey-Meyer re: Gather at the Table
 - c. Memo from Robin Pierce re: Village Center Development
 - d. Essex No. 19 Hydroelectric Project (FERC No. 2513) Relicensing Pre-Application Document Information Questionnaire
 - e. Email from Charles Baker re: I89 Study initial public meetings
 - f. Upcoming meeting schedule
8. **EXECUTIVE SESSION**
 - a. *An executive session is anticipated for labor relations agreements with employees
 - b. **An executive session is anticipated to discuss the evaluation of a public employee
9. **ADJOURN**

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Certification: 01/24/2020

Date Posted


Initials

MEMORANDUM

TO: Village Trustees and Evan Teich, Unified Manager
FROM: Sarah Macy, Finance Director/Assistant Manager
DATE: January 18, 2019
SUBJECT: Budget Work Session

Issue

The issue is to hold a budget work session on the FY21 proposed budget.

Discussion

The following changes have been made to the FY21 budgets since the all-day budget meeting:

- After consulting with the Community Development Director, License & Zoning Fees Revenue has been reduced from \$35,000 to \$20,000
- The Community Relations Coordinator Position has been increased from 30 hours/week to 40 hours/week (adding \$13,304 in expenditures, increasing revenue from enterprise funds by \$6,680 – half of the increase)
- I had reduced EJRP computer expenses to reflect the IT Department paying for certain operating expenses but that had already been accounted for when Brad did the budget. Resulting in an increase of \$2,460
- We spoke at length on budget day about Transfers and Misc. Expenditures. We landed on a 15% increase in the Capital Fund Contribution, the planned \$10,000 increase to the Rolling Stock Contribution, an amount for EJRP capital approximately equal to 1% of the grand list, and \$80,000 for a SCBA Filling Station Replacement needed by the Fire Department. This is \$36,969 higher than the original proposal.

Included in the packet is a PDF of the budget including the aforementioned changes, we will work with any additional adjustments on screen to come to final number.

Additional items for discussion include: should funds be included in the operating budget to evaluate the status of the Brownell roof for future capital planning, should funds be included in the operating budget to fix the Lincoln Hall/Fire Department electrical distribution (approx. \$50k, identified by Buildings Manager as a high priority project).

Cost

These changes increase total expenditures by \$52,733 changing the budget increase from 3.47% to 4.49%. The changes increased the required tax levy by \$61,053 as a result of decreasing the budget for License & Zoning Fees. This change the tax levy increase from 2.44% to 4.16%. This changes the expected increase in annual taxes for a \$280,000 home from \$13.58 to \$28.85.

Recommendation

Staff recommends the Trustees work on the budget with the goal of approving a budget and warning a public hearing.

	A	B	D	F	H	I	J	K	N	O	P	Q
1	GENERAL FUND REVENUES FY21											
2												1/24/2020
3	Account Number:	Department Name:	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposed	Dollar Change from Prior Year	Percent Change from Prior Year	
4	210-31101.000	Property Taxes	2,564,285	2,480,854	3,283,591	3,423,606	3,423,627	3,556,422	3,704,310	147,888	4.16%	
5	210-33546.000	State for Pilot & Current Use	2,173	4,301	5,362	2,000	4,478	4,500	4,500	-	0.00%	
6	210-33582.000	Essex Town Library Contribution	15,000	15,000	15,000	15,000	15,000	15,000	15,000	-	0.00%	
7	210-33582.001	Essex Town pmt for Stormwater	59,500	59,352	61,460	64,367	64,367	69,047	71,851	2,804	4.06%	
8	210-33582.002	Essex Town pmt for Highway Dept	780,070	1,000,642	1,059,989	1,080,759	1,080,759	1,113,329	1,192,960	79,631	7.15%	
9	210-33582.003	Essex Town Recreation Contribution	-	-	-	-	-	12,000	12,000	-	0.00%	
10		Essex Town pmt for Clerk	-	-	-	-	-	50,000	50,000	-	0.00%	
11	210-34130.000	License & Zoning Fees	58,153	60,184	29,925	58,000	16,318	35,000	20,000	(15,000)	-42.86%	
12	210-34131.000	Whitcomb Farm Solar Pilot	5,405	5,280	6,733	5,000	6,742	6,700	6,700	-	0.00%	
13	210-34221.000	Misc. Fire Receipts	25	-	5	20	950	20	20	-	0.00%	
14	210-35130.000	State District Court Fines	175	1,590	1,020	1,500	2,903	1,000	1,000	-	0.00%	
15	210-36102.000	Interest Earnings	2,657	2,225	2,805	2,000	4,150	2,500	2,500	-	0.00%	
16	210-36201.000	Parking Space Fees	4,800	4,400	4,800	2,400	4,400	2,400	2,400	-	0.00%	
17	210-36202.000	Lincoln Hall Rentals	30	-	-	-	1	-	-	-	n/a	
18	210-36400.000	Block Party Donations	1,150	2,500	575	1,500	1,650	500	500	-	0.00%	
19	210-36603.000	Misc. Receipts	1,630	2,804	2,972	2,000	2,539	2,000	2,000	-	0.00%	
20	210-36605.000	Misc. Highway Receipts	9,312	4,091	5,722	4,000	4,157	4,000	4,000	-	0.00%	
21	210-36606.000	Misc. Library Receipts	683	712	694	500	678	500	500	-	0.00%	
22	210-36606.010	EJRP Non-Resident Fees	-	-	19,728	22,000	18,379	20,000	20,000	-	0.00%	
23	210-39154.000	Service Fee - Water	108,760	113,888	92,948	94,014	94,014	107,998	114,674	6,676	6.18%	
24	210-39155.000	Service Fee - WWTF	54,380	56,944	46,474	47,007	47,007	53,999	57,337	3,338	6.18%	
25	210-39156.000	Service Fee - Sanitation	108,760	113,888	92,948	94,014	94,014	107,998	114,674	6,676	6.18%	
26	210-39501.000	Misc. Grants/Donations	17,725	59,562	15,182	-	24,123	-	-	-	n/a	
27		Unrestricted Fund Balance	-	-	60,000	35,000	35,000	-	-	-	n/a	
28		Lost Book Revenue	2,381	3,046	2,309	-	2,368	-	-	-	n/a	
29		Farmers Market Reimb.	3,479	-	-	-	-	-	-	-	n/a	
30	Total		3,800,534	3,991,262	4,810,241	4,954,687	4,947,622	5,164,913	5,396,925	232,012	4.49%	
31												
32						Tax Rate Calculation						
33								FY20	FY21			
34												
35						Grand List		11,134,240	11,230,374	0.863%		
36						GF Real Estate		797,280	797,280	0.000%		
37						Non-GF Real Estate		10,336,960	10,433,094	0.930%		
38						Tax Stabilization Reduction		(39,762)	(35,871)	-9.787%		
39						Total Grand List for Tax rate		11,094,478	11,194,503	0.902%		
40												
41						Tax Appropriation		3,556,422	3,704,310	4.158%		
42												
43						Village Tax Rate		0.3206	0.3309	3.214%		
44						\$ change in rate			0.0103			
45						average tax cost - \$280k		897.68	926.53	28.85		

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Administration Department FY21 Budget Summary													
2														1/24/2020
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4	210-41320.110	Salaries - Regular	274,682	289,771	202,163	208,400	245,609	164,294	180,929	16,635	10.13%	Asst. to the Manager (66%); Unified Clerk/Treasurer;	253,056	
5	210-41320.130	Salaries - Overtime	3,288	6,484	6,568	6,500	2,018	-	-	-	n/a	Community Relations Coordinator	4,590	
6	210-41320.140	Salaries - Part Time	14,861	18,732	5,944	5,025	4,097	4,798	4,798	-	0.00%		10,909	
7	210-41320.150	Manager Contract	61,500	64,575	66,835	65,000	65,000	67,200	67,500	300	0.45%	50% Manager salary	64,478	
8	210-41320.152	Shared Employee Expense	-	-	5,046	25,763	21,593	23,186	24,633	1,447	6.24%	34% HR Director salary	6,660	
9	210-41320.210	Health Ins & Other Benefits	64,484	64,017	56,702	45,869	72,188	90,186	94,089	3,903	4.33%		64,348	
10	210-41320.220	Social Security	22,919	25,674	17,602	17,096	21,275	14,382	14,399	17	0.12%		21,867	
11	210-41320.230	Retirement	26,854	27,835	19,850	20,840	25,498	18,321	20,022	1,701	9.28%		25,009	
12	210-41320.291	Health Improv Programs	580	1,083	860	1,600	45	1,600	-	(1,600)	-100.00%	Employee Appreciation & inservice; move to Holiday Expense	642	
13	210-41320.310	Board Member Fees	2,500	2,500	2,500	2,500	2,500	2,500	2,500	-	0.00%	\$125/quarter x 5 members	2,500	
14	210-41320.320	Legal Services	8,415	17,127	21,485	15,000	20,258	17,000	22,000	5,000	29.41%		16,821	
15	210-41320.330	Other Professional Services	121	-	10,714	1,000	2,442	1,000	1,000	-	0.00%	Continued work with the Governance Attorney will be expensed here, in FY18 \$11,000 of Fund Balance was assigned for that work. FY19 \$1,359.38 was spent leaving \$9,640.62 available. The total estimated cost of the Governance Attorney was estimated at \$37,000 split 25/75 Vil/Town.	3,319	
16	210-41320.340	Computer Expenses	11,679	11,722	8,000	2,220	2,085	2,220	3,824	1,604	72.26%	\$750 Tyler Tech - support for Fund Balance Software that hold Village Fixed Asset data and pre-NEMRC history; new HRIS system estimate is the balance	8,371	
17	210-41320.442	Leased Services	3,505	4,248	4,317	4,525	4,195	4,000	4,203	203	5.08%	Copier \$250/mnth, Postage Maching \$282/qtr, Ink/Labels \$75	4,066	
18	210-41320.500	Training, Conferences, Dues	7,700	4,566	2,930	9,300	4,118	6,000	6,000	-	0.00%	S. McNamara-Hill Clerks Institute, \$1,000; VCDCA \$75; Mileage \$600; VTCMA Fall & Spring Conf \$700; Manager ICMA Dues \$800; VTCMD Dues \$75; VLCT Dues (Associate Member) \$700; other \$770, Training for T Getchell and D Mayville, \$1,000.	4,829	
19	210-41320.530	Communications	11,136	16,692	16,294	17,968	19,825	22,492	22,500	8	0.04%	Website host & support; Front Porch Forum; Newsletters; Annual Reports; Clickable Agendas; Minutes; Channel 17 support (request is \$12,600)	15,987	
20	210-41320.536	Postage	2,256	1,329	367	2,000	2,581	500	500	-	0.00%		1,633	
21	210-41320.550	Printing and Advertising	4,200	4,273	2,205	5,000	683	3,000	3,000	-	0.00%		2,840	
22	210-41320.560	Trustees Expenditures	2,319	3,373	3,661	4,000	5,525	4,000	5,500	1,500	37.50%	Donations; Community Supper; Meeting Supplies; Plaques; Seminars; Other as directed by the Trustees	3,720	
23	210-41320.571	Pay & Classification Study	5,700	-	10,821	200	-	11,000	200	(10,800)	-98.18%	Study done every other year	4,130	
24	210-41320.572	Interview Costs					1,729	-	-	-	n/a			
25	210-41320.580	Travel	1,398	222	246	300	261	300	300	-	0.00%	Mileage not related to training	532	
26	210-41320.610	Supplies	5,062	4,293	5,257	5,000	4,840	5,000	5,000	-	0.00%		4,863	
27	210-41320.820	Elections	1,363	2,052	1,282	1,500	1,285	1,500	1,500	-	0.00%	Ballots, pay for election workers, piggyback with school elections	1,496	
28	210-41320.835	Holiday Expense/Employee Appre	815	1,290	200	1,300	1,038	835	2,600	1,765	211.38%	Repurpose this account for all employer sponsored employee events and team building - employee appreciation, inservice costs	836	
29	210-41320.891	Capital Outlay	1,139	1,735	-	-	-	-	-	-	n/a		718	
30	210-41320.892	Transfer to Town for Benes	-	27,950	-	-	-	-	-	-	n/a		6,987	
31			538,476	601,544	471,850	467,906	530,688	465,314	486,997	21,683	4.66%		535,639	
32														

	A	B	F	H	I	J	K	O	P	Q	R	S
1		Buildings Department FY21 Budget Summary										
2												1/24/2020
3	Account Number	Account Name	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual
4	210-41941.020	Water/Sewer - 2 Lincoln Street	992	838	1,000	933	1,000	1,000	-	0.00%		921
5	210-41941.021	Water/Sewer - Brownell Library	837	614	900	704	900	900	-	0.00%		718
6	210-41941.022	Water/Sewer - Village Fire Station	603	484	610	564	500	500	-	0.00%		550
7	210-41941.023	Water/Sewer - Park Street School	-	600	575	1,037	650	650	-	0.00%		546
8	210-41941.026	Water/Sewer - Maple Street Park and Pool	-	5,048	4,296	4,811	5,199	5,200	1	0.02%		3,286
9		Water/Sewer Subtotal	2,432	7,584	7,381	8,049	8,249	8,250	1	0.01%		4,516
10									-			
11	210-41942.020	Repair & Maintenance Buildings - 2 Lincoln Street	10,825	12,048	11,500	8,509	11,800	11,800	-	0.00%	Maint Bldg/Grnd + Rubbish Removal	10,461
12	210-41942.021	Repair & Maintenance Buildings - Brownell Library	25,956	24,415	22,625	20,745	24,625	28,625	4,000	16.24%	Maint Bldg/Grnd + Alarm Maint; Painting and Misc, \$4k	23,705
13	210-41942.022	Repair & Maintenance Buildings - Village Fire Station	11,250	5,037	6,000	5,028	6,000	12,000	6,000	100.00%	HVAC Repair \$3k; Painting \$3k	7,105
14	210-41942.023	Repair & Maintenance Buildings - Park Street School	-	794	600	520	600	600	-	0.00%	Rubbish Removal	438
15	210-41942.026	Repair & Maintenance Buildings - Maple Street Park and Pool	-	3,600	3,600	3,600	3,600	3,600	-	0.00%	Rubbish Removal	2,400
16		Repair & Maintenance Subtotal	48,031	45,894	44,325	38,402	46,625	56,625	10,000	21.45%		33,082
17									-			
18	210-41943.020	Contractual Services - 2 Lincoln Street	8,857	8,592	9,000	9,125	9,000	9,000	-	0.00%	Cleaning	8,858
19	210-41943.021	Contractual Services - Brownell Library	29,213	30,493	34,000	31,839	34,000	34,000	-	0.00%	Cleaning	30,515
20	210-41943.022	Contractual Services - Village Fire Station	-	-	-	-	-	-	-	n/a		-
21	210-41943.023	Contractual Services - Park Street School	-	-	-	-	-	-	-	n/a		-
22	210-41943.026	Contractual Services - Maple Street Park and Pool	-	-	-	-	19,200	21,840	2,640	13.75%	Cleaning	-
23		Contractual Services Subtotal	38,070	39,085	43,000	40,964	62,200	64,840	2,640	4.24%		29,530
24									-			
25	210-41944.022	Gasoline - Village Fire Station	3,656	5,001	6,000	6,830	6,000	6,000	-	0.00%		5,162
26	210-41944.022	Gasoline - Maple Street Park and Pool	-	3,184	2,923	2,425	3,101	3,101	-	0.00%		1,870
27		Gasoline Subtotal	3,656	8,185	8,923	9,255	9,101	9,101	-	0.00%		5,274
28									-			

	A	B	F	H	I	J	K	O	P	Q	R	S
1												
2												1/24/2020
3	Account Number	Account Name	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual
29	210-41945.020	Telephone - 2 Lincoln Street	3,562	3,545	3,676	3,249	3,676	3,700	24	0.65%	Land lines and internet from Admin and LH & Com Dev	3,452
30	210-41945.021	Telephone - Brownell Library	1,213	1,307	1,200	1,218	1,400	1,500	100	7.14%		1,246
31	210-41945.022	Telephone - Village Fire Station	2,115	2,115	2,115	2,115	2,115	2,115	-	0.00%	Internet and Land lines - not cell phones and cable TV	2,115
32	210-41945.023	Telephone - Park Street School	-	-	-	-	2,520	2,550	30	1.19%		-
33	210-41945.026	Telephone - Maple Street Park and Pool	-	-	-	-	5,340	5,350	10	0.19%		-
34		Telephone Subtotal	6,890	6,967	6,991	6,582	15,051	15,215	164	1.09%		5,110
35									-			
36	210-41946.020	General Supplies - 2 Lincoln Street	2,992	2,402	2,000	1,505	2,000	2,000	-	0.00%	toilet paper, paper towels, garbage bags etc	2,300
37	210-41946.021	General Supplies - Brownell Library	-	-	-	-	-	-	-	n/a		-
38	210-41946.022	General Supplies - Village Fire Station	2,000	2,000	2,000	2,000	2,000	2,000	-	0.00%	Estimate out of Fire Supplies line item	2,000
39	210-41946.023	General Supplies - Park Street School	-	-	-	-	-	-	-	n/a		-
40	210-41946.026	General Supplies - Maple Street Park and Pool	-	-	-	-	-	-	-	n/a		-
41		General Supplies Subtotal	4,992	4,402	4,000	3,505	4,000	4,000	-	0.00%		3,225
42									-			
43	210-41947.020	Electricity - 2 Lincoln Street	7,067	6,837	7,500	7,172	7,500	7,500	-	0.00%		7,025
44	210-41947.021	Electricity - Brownell Library	14,990	14,255	15,250	13,752	15,000	15,000	-	0.00%		14,332
45	210-41947.022	Electricity - Village Fire Station	7,067	6,837	7,300	7,172	7,300	7,300	-	0.00%		7,025
46	210-41947.023	Electricity - Park Street School	-	3,525	4,000	3,941	4,000	4,000	-	0.00%		2,489
47	210-41947.026	Electricity - Maple Street Park and Pool	-	33,927	29,852	32,982	30,489	30,500	11	0.04%		22,303
48		Electricity Subtotal	29,124	65,381	63,902	65,019	64,289	64,300	11	0.02%		39,881
49									-			
50	210-41948.020	Natural Gas - 2 Lincoln Street	5,217	5,530	6,400	5,855	6,400	6,400	-	0.00%		5,534
51	210-41948.021	Natural Gas - Brownell Library	6,144	5,905	7,400	6,094	7,400	7,400	-	0.00%		6,048
52	210-41948.022	Natural Gas - Village Fire Station	3,917	4,647	4,800	4,409	4,800	4,800	-	0.00%		4,324
53	210-41948.023	Natural Gas - Park Street School	-	3,211	2,500	3,229	3,300	3,300	-	0.00%		2,147
54	210-41948.026	Natural Gas - Maple Street Park and Pool	-	7,640	5,574	5,049	6,960	6,960	-	0.00%		6,344
55		Natural Gas Subtotal	15,278	26,933	26,674	24,637	28,860	28,860	-	0.00%		16,712
56									-			
57	210-41949.020	Capital Outlay - 2 Lincoln Street	3,058	5,237	-	-	2,000	2,000	-	0.00%	Office Rearrangement	2,765
58	210-41949.021	Capital Outlay - Brownell Library	-	-	-	-	-	-	-	n/a		-
59	210-41949.022	Capital Outlay - Village Fire Station	-	-	-	-	-	-	-	n/a		-
60	210-41949.023	Capital Outlay - Park Street School	-	-	-	-	-	-	-	n/a		-
61	210-41949.026	Capital Outlay - Maple Street Park and Pool	-	-	-	-	-	-	-	n/a		-
62		Capital Outlay Subtotal	3,058	5,237	-	-	2,000	2,000	-	0.00%		2,074
63									-			
64			151,531	209,668	205,196	196,413	240,375	253,191	12,816	5.33%		139,403

[illegible]

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Village Debt Service FY21 Budget Summary													
2														1/24/2020
	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget		FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual
3														
4	210-47116.000	Capital Improvements Principal	141,900	128,535	135,135	135,135	135,135	135,135		135,135	-	0.00%		135,176
5	210-47216.000	Capital Improvements Interest	81,526	70,929	75,030	73,060	73,060	70,582		67,599	(2,983)	-4.23%		75,136
6	210-47117.000	Parks & Rec Principal			105,000	105,000	105,000	105,000		-	(105,000)	-100.00%		105,000
7	210-47217.000	Parks & Rec Interest			(156)	4,788	4,788	2,843		-	(2,843)	-100.00%		2,316
8			223,426	199,464	315,009	317,983	317,983	313,560		202,734	(110,826)	-35.34%		263,971

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Economic Development Department FY21 Budget Summary													
2														1/24/2020
	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
3														
4	210-41335.110	Salaries - Regular	28,269	29,342	30,613	32,135	10,774	-	-	-	n/a	Staff costs moved to Admin	24,749	
5	210-41335.130	Salaries - Overtime	-	-	149	-	45	-	-	-	n/a		49	
6	210-41335.140	Salaries - Part Time	5,850	5,400	1,125	4,950	2,700	-	-	-	n/a		3,769	
7	210-41335.210	Health Ins & Other Benefits	14,959	15,003	17,118	28,513	11,806	-	-	-	n/a		14,722	
8	210-41335.220	Social Security	2,404	2,272	2,382	2,837	855	-	-	-	n/a		1,978	
9	210-41335.230	Retirement	2,843	2,934	3,058	3,214	1,078	-	-	-	n/a		2,478	
10	210-41335.810	Community Events & Programs	3,311	4,074	2,933	8,280	7,175	10,850	10,000	(850)	-7.83%	Arts/Culture Events	4,373	
												Essex Rescue; GBIC; LCRCC; Preservation Trust; CCRPC		
11	210-41335.811	Annual Support of Organizations	7,585	7,590	7,581	9,000	7,530	9,500	9,500	-	0.00%		7,572	
12	210-41335.812	New Programs	-	2,500	1,500	2,500	-	2,500	2,500	-	0.00%		1,000	
13	210-41335.813	Matching Grant Funds	555	1,500	8,589	20,000	20,082	20,000	20,000	-	0.00%	Use for matching grants	7,682	
14	210-41335.835	Block Party Expense	3,002	7,824	6,919	7,000	7,956	7,500	7,500	-	0.00%	Run by EJRP	6,425	
15	210-41335.891	Capital Outlay	1,160	2,218	-	-	-	-	-	-	n/a		844	
16			69,939	80,657	81,967	118,429	70,001	50,350	49,500	(850)	-1.69%		75,641	

	A	B	G	I	J	K	N	O	P	Q	R	S
1	EJRP FY21 Budget Summary											
2												1/24/2020
3	Account Number	Account Name	FY18 Budget	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4		ADMINISTRATION										
5	210-45110.110	Salaries - Regular	204,759	217,566	220,090	234,240	244,792	10,552	4.50%	Caitlin, Brad, Kirsten, 50% Pat	211,547	
6	210-45110.140	Salaries - Part Time	7,385	7,076	3,811	8,800	-	(8,800)	-100.00%	Moved to .330; for a full 52 weeks instead of 44; hired at \$25/hr instead of \$20	4,853	
7	210-45110.210	Health Ins & Other Benefits	74,554	107,123	100,476	112,676	125,468	12,792	11.35%		88,734	
8	210-45110.220	Social Security	16,229	17,185	17,328	18,593	18,727	134	0.72%		16,752	
9	210-45110.230	Retirement	20,477	24,234	24,503	26,003	27,182	1,179	4.53%		23,543	
10	210-45110.291	Health Imp Programs	1,400	-	-	-	-	-	n/a		1,028	
11	210-45110.330	Other Professional Services	14,500	8,220	11,155	8,220	21,742	13,522	164.50%	Online timesheets software subscription, consultants/professionals throughout the year as needed, Communications Coordinator. Communications Coordinator expense increased due to A) only being needed last fiscal year for 44 weeks and B) contracted rate slightly higher than budgeted.	11,138	
12	210-45110.340	Computer Expenses	9,350	9,120	9,995	9,540	6,000	(3,540)	-37.11%	\$6k moved to Town IT budget for O365 and Gsuite	10,186	
13	210-45110.500	Training, Conferences, Dues	9,784	9,988	10,796	10,288	8,453	(1,835)	-17.84%	Membership Dues - VRPA, NRPA, Costco, Free Press; Tuition reimbursement for Director, Program Director - Community Outreach, Program Director - Sports & Fitness, and Office Coordinator (Budgeted 3 @ 3 credits each)	10,740	
14	210-45110.530	Communications	17,500	12,500	11,187	8,000	7,851	(149)	-1.86%	Recreation registration software - RecTrac and WebTrac from Vermont Systems, and marketing/communications softare - Canva, Hootsuite, Mailchimp, WooBox.	12,461	
15	210-45110.535	Telephone Services	6,000	3,600	3,688	3,960	1,980	(1,980)	-50.00%	Admin Cell Phones	2,978	
16	210-45110.550	Printing & Advertising	3,460	3,639	2,602	3,500	3,000	(500)	-14.29%		2,765	
17	210-45110.610	Supplies	6,004	5,000	5,374	5,000	5,000	-	0.00%		5,182	
18	210-45110.813	Scholarships	5,000	4,000	4,000	4,000	4,000	-	0.00%		4,500	

	A	B	G	I	J	K	N	O	P	Q	R	S
1	EJRP FY21 Budget Summary											
2												1/24/2020
3	Account Number	Account Name	FY18 Budget	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
19		PARKS and FACILITIES										
20	210-45220.110	Salaries - Regular	60,250	93,636	98,740	101,109	105,360	4,251	4.20%		81,733	
21	210-45220.140	Salaries - Part Time	44,697	24,977	19,428	20,500	22,798	2,298	11.21%	Change in pay rates - change in minimum wage driving it, expecting VT minimum wage to go to \$15/hour.	38,427	
22	210-45220.210	Health Ins & Other Benefits	18,624	21,775	19,391	26,097	27,076	979	3.75%		17,038	
23	210-45220.220	Social Security	8,028	9,074	9,217	9,303	9,804	501	5.39%		9,294	
24	210-45220.230	Retirement	6,025	9,364	9,708	10,111	10,536	425	4.20%		8,032	
25	210-45220.291	Health Imp Programs	350	-	-	-	-	-	n/a		-	
26	210-45220.330	Other Professional Services	29,590	14,710	18,777	5,725	6,100	375	6.55%	Grounds maintenance, irrigation repairs & maintenance, vehicle maintenance and repair.	15,503	
27	210-45220.434	Maintenance - Buildings/Grounds	10,694	9,996	12,861	11,073	11,739	666	6.01%		12,219	
28	210-45220.441	Land Lease	500	500	500	500	500	-	0.00%	IBM property lease - part of lower field at Maple Street Park	500	
29	210-45220.442	Equipment Rental	7,500	7,300	5,872	1,800	1,980	180	10.00%	Equipment rentals for park maintenance; port-o-lets for Cascade Park and Dog Park	6,895	
30	210-45220.500	Training, Conferences, Dues	1,887	1,990	2,065	4,144	4,302	158	3.81%		1,033	
31	210-45220.610	Supplies	12,162	12,250	18,858	14,685	16,489	1,804	12.28%		18,652	
32			596,709	634,823	640,424	657,867	690,879	33,012	5.02%		410,489	

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

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Highway Department Village FY21 Budget Summary													
2													1/24/20 12:25 PM	
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4	210-43110.110	Salaries - Regular	151,216	153,903	166,532	173,146	173,522	182,235	190,202	7,967	4.37%		161,293	
5	210-43110.130	Salaries - Overtime	11,919	16,398	19,687	17,278	15,754	17,300	18,300	1,000	5.78%		15,940	
6	210-43110.140	Salaries - Part Time	20,058	22,973	19,379	23,573	16,729	26,981	27,388	407	1.51%		19,785	
7	210-43110.210	Health Ins & Other Benefits	51,946	51,752	58,555	72,154	69,711	75,918	78,989	3,071	4.05%		57,991	
8	210-43110.220	Social Security	13,846	14,967	15,845	16,448	15,935	17,328	18,046	718	4.14%		15,148	
9	210-43110.226	Workers Comp Insurance	13,464	12,451	18,099	13,985	13,963	20,275	20,275	-	0.00%		14,494	
10	210-43110.230	Retirement	15,453	15,891	16,900	17,315	17,486	18,235	19,020	785	4.30%		16,432	
11	210-43110.250	Unemployment Insurance	494	240	88	300	199	100	300	200	200.00%		255	
												Formerly Engineering Services; General engineering overview as deemed necessary; General map updates - street and storm		
12	210-43110.330	Professional Services	33,402	18,841	21,202	10,000	17,448	15,000	16,000	1,000	6.67%		22,723	
13	210-43110.410	Water and Sewer Charge	1,647	2,325	1,648	2,100	2,317	2,000	2,500	500	25.00%		1,984	
												Repair, maintenance, replacement parts for: 4 pickup trucks, 5 dump trucks, 1 loader, 1 air compressor and jackhammer, 1 roller, 2 flatbed trailers, 1 Street sweeper, plow equipment mechanical systems (not including cutting edges)		
14	210-43110.432	R&M Services - Vehicles	17,704	37,213	28,251	25,000	33,502	26,500	28,000	1,500	5.66%		29,168	
15	210-43110.433	R&M Supplies - Vehicles								-	n/a		#DIV/0!	
												Maintenance to the Garage and Pole Barn structures, Lighting, Overhead door maintenance/repair, Building general improvements and unspecified repairs/maint. to structure, electrical system, etc.		
16	210-43110.434	Maintenance of Buildings and Grounds	4,698	4,650	3,422	5,000	6,274	10,000	10,000	-	0.00%		4,761	
17	210-43110.441	Right of Way Agreements	10,325	10,163	11,643	12,472	11,922	12,890	12,890	-	0.00%	Leases with RR for parking lots and multi-use path	11,013	
18	210-43110.442	Equipment Rentals	5,081	12,046	3,059	8,000	2,211	2,500	3,000	500	20.00%	Pager annual fee; specialized equipment rental; GPS rentals	5,599	
19	210-43110.500	Training, Conferences, Dues	499	211	370	500	339	500	500	-	0.00%		355	
20	210-43110.521	Liability & Property Insurance	14,448	15,818	11,551	12,288	11,840	11,667	13,750	2,083	17.85%		13,414	
21	210-43110.530	Communications	3,230	3,991	2,741	4,000	3,308	3,500	3,800	300	8.57%	Radio maintenance, phone service, cell service, ipad data	3,318	
22	210-43110.565	Rubbish Removal	6,694	8,131	7,482	8,000	9,139	8,500	9,000	500	5.88%	PW Dumpster, 5 in RR Ave Area, 2 in Main St. area	7,862	
23	210-43110.572	Advertising and Interview Costs	435	189	196	500	343	500	500	-	0.00%		291	
24	210-43110.573	Accident Claims	1,149	1,000	1,049	1,000	1,096	1,000	1,000	-	0.00%		1,074	
25	210-43110.610	General Supplies	29,609	31,072	32,004	24,000	37,786	24,000	26,000	2,000	8.33%		32,618	
26	210-43110.612	Uniforms	5,481	5,290	5,963	6,000	8,594	6,000	6,500	500	8.33%		6,332	
27	210-43110.622	Electrical Service	3,167	3,478	3,350	4,000	3,661	4,200	4,200	-	0.00%		3,414	
28	210-43110.623	Heating/Natural Gas	2,830	3,185	3,731	4,000	3,390	4,000	4,000	-	0.00%		3,284	
29	210-43110.626	Vehicle Fuel	18,707	26,243	34,149	30,000	37,295	35,000	38,000	3,000	8.57%		29,099	
30	210-43110.891	Capital Outlay	7,747	-	-	6,000	3,139	10,000	14,000	4,000	40.00%	Lawn mower	2,722	
31	210-43115.610	Street Lights Supplies/Maint.	7,590	15,163	5,543	12,000	7,941	12,000	12,000	-	0.00%		9,059	
32	210-43115.622	Electricity - Street/Traffic Lights	128,650	124,940	128,085	128,200	130,835	128,200	132,000	3,800	2.96%		128,127	

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	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Brownell Library FY21 Budget Summary													
2													1/24/20 12:25 PM	
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget		FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual
4	210-45551.110	Salaries - Regular	289,742	306,743	296,896	319,700	317,940	328,509		328,850	341	0.10%	FY20 retirement; estimated replacement at \$22/hr	302,830
5	210-45551.140	Salaries - Part Time	94,186	101,249	100,201	103,632	104,045	107,654		108,415	761	0.71%		99,920
6	210-45551.210	Health Insurance & Other Benefits	92,376	87,266	104,160	107,125	101,842	119,148		134,104	14,956	12.55%	FY20 retirement; estimated replacement at 2 person level coverage	96,411
7	210-45551.220	Social Security	29,043	31,279	30,451	32,458	32,331	33,336		33,451	115	0.34%		30,776
8	210-45551.230	Retirement	28,459	27,910	29,181	31,970	31,446	32,537		32,580	43	0.13%		29,249
9	210-45551.340	Computer Expenses	2,527	3,866	2,567	4,000	3,878	4,000		4,000	-	0.00%		3,209
10	210-45551.442	Rental of Equipment				-		-		1,500	1,500	n/a	Copier expenses - recently added to departments; Brownell previously owned copier outright; FY19 expenses in another account	
11	210-45551.500	Training, Conferences, Dues	2,478	1,585	3,675	4,000	1,408	4,000		4,000	-	0.00%		2,287
12	210-45551.530	Technical Access	4,831	5,192	5,822	7,700	5,332	6,200		7,700	1,500	24.19%	Databases, ILS and GMLC Overdrive memberships/services and internet connection fees.	5,294
13	210-45551.536	Postage/Delivery	2,962	2,151	2,839	3,500	1,654	3,500		2,500	(1,000)	-28.57%		2,402
14	210-45551.572	Interview costs	409	575	774	500	434	500		700	200	40.00%		548
15	210-45551.574	Volunteer Expenses	410	645	662	800	623	800		800	-	0.00%	volunteer acknowledgement program - 70+ volunteers	585
16	210-45551.610	Supplies	12,362	11,528	12,859	13,000	9,481	14,000		13,500	(500)	-3.57%		11,557
17	210-45551.640	Adult Collection	31,595	32,964	36,845	38,500	38,492	40,000		41,500	1,500	3.75%	Increase reflective of additional e-materials being purchased for better service to Brownell patrons with Overdrive Adantage program, part of statewide overdrive downloadable book service	34,974
18	210-45551.641	Juvenile Collection	16,197	13,552	14,262	19,250	19,984	20,000		20,750	750	3.75%		15,999
19	210-45551.677	Computer Replacement	8,064	7,179	7,509	8,000	6,373	8,000		8,000	-	0.00%		7,281
20	210-45551.836	Adult Programs	193	351	904	1,000	922	1,000		1,000	-	0.00%		592
21	210-45551.837	Childrens Programs	2,819	3,071	2,169	4,500	4,118	4,500		4,500	-	0.00%		3,044
22	210-45551.891	Capital Outlay	-	6,534	3,810	4,000	3,767	4,000		4,000	-	0.00%	Water bottle filler for community room	3,528
23			618,652	643,639	655,585	703,635	684,070	731,684		751,850	20,166	2.76%		650,487

	A	B	D	F	H	I	J	K	N	O	P	Q	S	T
1	Transfers and Misc. FY21 Budget Summary													
2														1/24/2020
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget Proposal	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4	210-49100.030	Capital Fund Contribution	516,824	274,961	391,582	317,751	317,751	365,414	420,226	54,812	15%	Capital Committee Recommends a 15% increase	375,280	
5	210-49100.031	Rolling Stock Fund Contribution	193,624	203,624	213,624	223,624	223,624	233,700	243,700	10,000	4%		208,624	
6	210-49100.040	Transfer for Building Maintenance	-	83,000	50,000	50,000	50,000	50,000	50,000	-	0%		45,750	
7	210-49100.802	Employee Termination Benefits	-	5,000	5,000	5,000	5,000	5,000	5,000	-	0%		3,750	
8	210-49101.030	Transfer to Parks & Rec Capital Reserve	-	-	109,652	110,700	110,700	111,616	112,455	839	1%	Approx 1 penny on the grand list	55,088	
9	210-49101.031	FY21 Fire SCBA Filling Station; Prev: Half Pen	50,000	50,000	-	-	-	-	80,000	80,000	n/a		33,333	
10	Total		760,448	616,585	769,858	707,075	707,075	765,730	911,381	145,651	19%		713,492	
11														
12									107,843	reduction from pool debt, allocated proportionately between the individual				
13									43,031	10% capital; \$10k planned rolling stock; \$25k buildings; balance to EJRP				

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GENERAL FUND CAPITAL RESERVE PLAN

Updated

1/24/2020

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

GENERAL FUND CAPITAL RESERVE FUNDING & FUND BALANCE

						Prior	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
Beginning Fund Balance							439,622	403,011	1,253,235	1,147,735	1,018,082	1,477,772	516,460	1,140,101	457,849
Planned Spending							(1,212,096)	(2,887,857)	(541,025)	(628,517)	(111,976)	(1,616,658)	(127,897)	(1,544,367)	(11,217,525)
Funding Sources															
Summary Stormwater Grants			1	529,715			65,664	436,073							
Municipal Water Quality Asst.-FY19 UPWP Grant			2	12,448				12,448							
Vtrans Structures Grant-Main St. Ped Bridge			3	89,639			32,708	60,488							
Crescent Connector Grant			4	4,500,000		824,306	611,056	2,756,805							
Pearl St. Missing Link Grants			5	2,500,000		115,338	130,263	91,854							
CVE Annual Contribution						75,000	15,000	15,000	15,300	15,606	15,918	16,236	16,561	16,892	17,230
Misc. Donations and Interest Earnings							3,043								
General Fund Transfer In							317,751	365,413	420,225	483,259	555,748	639,110	734,977	845,223	972,007
Total Revenues							1,175,485	3,738,081	435,525	498,865	571,666	655,347	751,538	862,115	989,237
Ending Fund Balance							403,011	1,253,235	1,147,735	1,018,082	1,477,772	516,460	1,140,101	457,849	(9,770,439)

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

	ROLLING STOCK FUND														
V#	DEPT	VEHICLE	MAKE	YEAR	REPLACEMENT VALUE	TRADE IN VALUE	NET COST	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
3	Street	4Wd Pick Up	Chevy Silverado	2016	33,148	15,000	18,148							29,548	
4	Street	Pickup	Chevy Silverado	2013	31,000	1,000	30,000						39,448		
5	Street	Dumptruck -Diesel	Freightliner	2013	145,000	12,000	133,000							182,868	
6	Street	Dumptruck -Diesel	Freightliner	2014	145,000	12,000	133,000								
7	Street	Dumptruck -Diesel	International	2012	145,000	12,000	133,000					177,192			
8	Street	Jetter Vac Truck	Vac-On	2010	84,500	15,000	69,500								
9	Street	Loader	John Deere	2001	121,500	25,000	96,500								
11	Street	Sidewalk Plow	Trackless	2015	118,500	18,000	100,500		123,495						
12	Street	Skid Steer Sidewalk Plow	Cat	2001	51,000	5,000	46,000								
10	Street	Sidewalk Plow	Prinoth	2017	148,000	20,000	128,000								184,867
	Street	Roller	Roscoe	1979	15,000	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
15	Street	Pickup 4/Wd 1 Ton	Chevy Silverado	2019	42,848	15,000	27,848	28,604							
1	Street	4Wd Pickup	Chevy Silverado	2019	42,848	15,000	27,848	26,424							
13	Street	Compressor	Sullair	2017	14,880	2,500	12,380								
34	Street	Dump Truck -Diesel	Freightliner	2016	146,701	20,000	126,701								
16	Street	Vacuum Sweeper	Johnston	2013	225,000	10,000	215,000								301,453
38	Street	Wheel Loader	Neuson Wacker	2019	60,020	5,000	55,020	60,020							
35	Street	Trailer Mounted Boom Lift		2019	31,800	5,000	26,800	22,900							
	Fire	Pickup 8U61	GMC	2004	53,600	3,500	50,100		58,637						
	Fire	Xt1500 Gmp Pumper	Pierce Arrow	2017	600,223	40,000	560,223								
	Fire	105' Aerial 8L3	Pierce Arrow	2012	830,000	80,000	750,000								
	Fire	Combination Rescue/Pumper	KME Predator	2008	564,202	50,000	392,202								
TOTAL					3,649,770			137,948	58,637	123,495	-	-	216,640	212,416	486,319
Rolling Stock Fund Funding and Fund Balance															
Beginning Cash Balance								43,336	140,668	282,055	369,484	591,308	824,032	881,016	952,224
Payment of Fire Truck Notes								(33,338)	(33,600)	(32,700)	(31,800)	(30,900)			
Planned Spending								(137,948)	(58,637)	(123,495)	0	0	(216,640)	(212,416)	(486,319)
Note for Fire Pumper 8E21 Replacement															
General Fund Contribution								223,624	233,624	243,624	253,624	263,624	273,624	283,624	293,624
Vac Truck Rental								4,368							
Sale of Pumper								40,000							
Interest Income								626							
Ending Balance								140,668	282,055	369,484	591,308	824,032	881,016	952,224	759,528

- Most replacement cost estimates include trade-in value of existing vehicles
- Non-Fire Truck vehicles are inflated by 3% per year
- Fire Trucks are inflated by 5% per year.
- Fund was started in 1990. The proceeds from the sale of all equipment bought after that date shall be placed into the Rolling Stock Fund
- General Replacement Assumptions:

Dump Trucks	12
Pickup 4/WD	8
Pickup	10
Sidewalk Plow	8
Fire Trucks	20
Fire Pickup	15
Sweeper/Wheel Loader	10

	A	B	G	H	J	K	N	O	P	Q	R	S
1	EJRP Programs FY21 Budget Summary											
2											1/24/2020	
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual
4		REVENUES										
5	226-33582.050	Transfer from Essex Westford	-	115,969	-	11,731	-	-	-	n/a		63,850
6	226-34720.000	Pool Day Admission	65,310	59,534	72,737	86,451	68,136	71,727	3,591	5.27%		72,992
7	226-34721.000	Pool Memberships	38,694	43,429	36,631	50,566	38,897	42,868	3,971	10.21%		46,997
8	226-34722.000	Swim Lessons	43,804	50,749	46,803	47,329	50,018	52,235	2,217	4.43%		49,039
9	226-34725.000	Concession Sales	25,977	17,786	25,896	21,795	2,500	2,500	-	0.00%		19,790
10	226-34750.000	Facility & Field Rental	8,232	15,010	8,562	11,137	10,712	13,074	2,362	22.05%		13,073
11	226-34779.115	Youth Programs - Rec Programs	114,205	285,883	123,747	206,033	132,210	185,451	53,241	40.27%		245,958
12	226-34779.117	Youth Programs - Aquatics	-	-	-	250,881	161,029	-	(161,029)	-100.00%		125,441
13	226-34779.120	Youth Programs - After School	26,323	25,232	29,930	35,517	37,270	40,500	3,230	8.67%		30,375
14	226-34780.000	Adult Programs	62,343	43,592	45,483	78,723	51,236	74,070	22,834	44.57%		61,157
15	226-34781.120	Childcare - After School	561,592	566,519	591,662	621,652	627,381	676,683	49,302	7.86%		594,085
16	226-34781.121	Childcare - Preschool	357,617	318,873	360,358	369,420	365,604	373,037	7,433	2.03%		344,146
17	226-34781.122	Childcare - Day Camps	285,150	343,342	309,071	313,398	317,555	338,010	20,455	6.44%		328,370
18	226-34782.000	Shared Staffing Contract	11,925	36,030	51,181	42,375	41,646	50,046	8,400	20.17%		39,203
19	226-34783.000	Memorial Day Parade				20,915		20,000	20,000	n/a		20,915
20	226-36101.000	Interest Earnings				(650)		-	-	n/a		(650)
21	226-39505.000	Sponsorship	8,675	1,850	9,700	4,550	8,500	7,550	(950)	-11.18%		3,200
22		Revenues Subtotal	1,609,847	1,923,797	1,711,761	2,171,822	1,912,694	1,947,751	35,057	1.83%		2,047,809
23									-	n/a		
24		ADMINISTRATION							-	n/a		
25	226-45110.110	Salaries - Regular	32,718	26,139	44,887	45,861	-	-	-	n/a		36,000
26	226-45110.140	Salaries - Part Time	15,121	1,895	6,870	3,196	3,310	4,840	1,530	46.22%		2,546
27	226-45110.210	Health Ins & Other Benefits	9,717	12,991	11,300	10,202	-	-	-	n/a		11,596
28	226-45110.220	Social Security	3,660	2,144	3,959	3,205	253	370	117	46.25%		2,675
29	226-45110.226	Workers Comp Insurance	30,006	28,592	33,837	34,015	29,736	35,376	5,640	18.97%		31,303
30	226-45110.230	Retirement	4,150	-	4,357	-	-	-	-	n/a		-
31	226-45110.291	Health Imp Programs	350	-	-	-	-	-	-	n/a		-
32	226-45110.330	Other Professional Services	4,667	3,474	4,600	8,064	5,000	3,750	(1,250)	-25.00%		5,769
33	226-45110.340	Computer Expenses	-	9,559	-	-	-	-	-	n/a		4,780
34	226-45110.442	Equipment Rental	2,000	5,337	2,000	4,208	2,500	2,135	(365)	-14.60%		4,773

	A	B	G	H	I	J	K	N	O	P	Q	R	S
1	EIRP Programs FY21 Budget Summary												
2												1/24/2020	
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
43		RECREATION PROGRAMS											
44	226-45115.110	Salaries - Regular	-	-	-	-	25,793	27,028	1,235	4.79%		-	
45	226-45115.140	Salaries - Part Time	40,093	17,358	25,764	16,042	24,640	19,877	(4,763)	-19.33%		16,700	
46	226-45115.220	Social Security	3,079	1,328	1,971	1,227	3,910	2,837	(1,073)	-27.44%		1,278	
47	226-45115.330	Other Professional Services	86,206	243,481	87,658	208,533	112,294	180,077	67,783	60.36%		226,007	
48	226-45115.410	Water & Sewer Charges	800	45	800	940	800	800	-	0.00%		493	
49	226-45115.434	Maintenance - Buildings/Grounds	250	-	250	575	250	250	-	0.00%		288	
50	226-45115.440	Rental	1,400	-	600	1,293	600	600	-	0.00%		646	
51	226-45115.442	Equipment Rental	1,225	460	1,260	-	800	1,400	600	75.00%		230	
52	226-45115.500	Training, Conferences, Dues	850	-	600	-	600	700	100	16.67%		-	
53	226-45115.536	Postage	79	-	79	-	-	-	-	n/a		-	
54	226-45115.550	Printing & Advertising	354	90	350	-	450	200	(250)	-55.56%		45	
55	226-45115.580	Travel	1,508	-	-	-	-	-	-	n/a		-	
56	226-45115.610	Supplies	24,795	36,264	23,600	36,004	23,276	24,519	1,243	5.34%		36,134	
57	226-45115.622	Student Special Programs	1,388	755	3,732			-	-	n/a		755	
58	226-45115.850	Memorial Day Parade	-	-	-	13,957	-	19,500	19,500	n/a		6,979	
59		Recreation Programs Subtotal	162,027	299,781	146,664	278,572	193,413	277,788	84,375	43.62%		289,177	
60													
61		AFTER SCHOOL CARE											
62	226-45120.110	Salaries - Regular	172,966	257,867	228,381	211,890	252,138	265,037	12,899	5.12%		234,879	
63	226-45120.130	Salaries - Overtime	-	-	-	-	-	-	-	n/a		-	
64	226-45120.140	Salaries - Part Time	149,687	144,114	153,094	186,637	171,264	187,302	16,038	9.36%		165,375	
65	226-45120.210	Health Ins & Other Benefits	64,490	66,366	76,143	56,958	85,297	95,318	10,021	11.75%		61,662	
66	226-45120.220	Social Security	24,384	30,450	29,183	30,922	32,390	34,605	2,215	6.84%		30,686	
67	226-45120.230	Retirement	19,973	26,838	24,785	26,464	30,652	32,142	1,490	4.86%		26,651	
68	226-45120.291	Health Imp Programs	1,750	1,185	-	-	-	-	-	n/a		593	
69	226-45120.330	Other Professional Services	15,566	19,650	17,488	28,325	24,513	40,960	16,447	67.10%		23,988	
70	226-45120.421	Truck Lease	23,845	23,845	24,005	2,080	24,145	12,638	(11,507)	-47.66%		12,963	
71	226-45120.500	Training, Conferences, Dues	13,835	7,782	16,600	8,494	18,760	19,155	395	2.11%		8,138	
72	226-45120.535	Telephone Services	-	-	-	-	3,300	4,620	1,320	40.00%		-	
73	226-45120.580	Travel	30,259	21,664	28,845	22,248	33,066	34,109	1,043	3.15%		21,956	
74	226-45120.610	Supplies	28,061	32,413	27,930	28,864	27,771	37,296	9,525	34.30%		30,638	
75	226-45120.626	Gas, Grease & Oil	1,750	181	1,750	1,481	1,900	1,900	-	0.00%		831	
76		After School Care Subtotal	546,566	632,355	628,204	604,362	705,196	765,082	59,886	8.49%		618,359	
77													

	A	B	G	H	I	J	K	N	O	P	Q	R	S
1	EJRP Programs FY21 Budget Summary												
2												1/24/2020	
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
78		PRESCHOOL											
79	226-45121.110	Salaries - Regular	163,013	173,323	174,471	176,348	193,218	202,888	9,670	5.00%		174,836	
80	226-45121.130	Salaries - Overtime	-	-	-	-	-	-	-	n/a		-	
81	226-45121.140	Salaries - Part Time	41,438	26,137	31,385	31,710	23,139	24,970	1,831	7.91%		28,923	
82	226-45121.210	Health Ins & Other Benefits	86,583	60,969	79,671	76,213	83,864	87,370	3,506	4.18%		68,591	
83	226-45121.220	Social Security	15,641	14,933	15,748	16,035	16,551	17,431	880	5.32%		15,484	
84	226-45121.230	Retirement	16,300	16,670	17,447	17,399	18,142	18,921	779	4.29%		17,035	
85	226-45121.291	Health Imp Programs	1,400	1,400	-	-	-	-	-	n/a		700	
86	226-45121.330	Other Professional Services	2,710	6,150	3,072	4,569	3,072	3,114	42	1.37%		5,359	
87	226-45121.434	Maintenance - Buildings/Grounds	-	-	3,333	3,500	-	-	-	n/a		1,750	
88	226-45121.440	Rental	5,000	-	-	-	-	-	-	n/a		-	
89	226-45121.500	Training, Conferences, Dues	11,998	8,157	12,560	4,057	8,744	8,902	158	1.81%		6,107	
90	226-45121.530	Communications	-	2,472	2,448	2,882	-	-	-	n/a		2,677	
91	226-45121.580	Travel	960	575	1,728	479	1,728	1,728	-	0.00%		527	
92	226-45121.610	Supplies	4,500	5,969	4,500	9,725	4,500	4,500	-	0.00%		7,847	
93		Preschool Subtotal	349,543	316,755	346,363	342,917	352,958	369,824	16,866	4.78%		329,836	
94													
95		SUMMER DAY CAMPS											
96	226-45122.110	Salaries - Regular	35,535	15,594	43,104	20,777	37,017	42,714	5,697	15.39%		18,186	
97	226-45122.130	Salaries - Overtime	-	-	-	-	-	-	-	n/a		-	
98	226-45122.140	Salaries - Part Time	160,235	193,861	166,966	178,850	172,852	182,169	9,317	5.39%		186,355	
99	226-45122.220	Social Security	14,976	16,061	16,070	15,257	16,055	17,204	1,149	7.16%		15,659	
100	226-45122.330	Other Professional Services	6,062	5,803	5,781	4,497	5,916	6,495	579	9.79%		5,150	
101	226-45122.580	Travel	25,170	30,489	28,153	34,755	34,398	36,654	2,256	6.56%		32,622	
102	226-45122.610	Supplies	15,499	17,884	13,699	18,843	14,176	17,476	3,300	23.28%		18,363	
103	226-45122.626	Gas, Grease & Oil	-	-	150	-	100	100	-	0.00%		-	
104		Summer Day Camps Subtotal	257,477	279,692	273,923	272,979	280,514	302,812	22,298	7.95%		276,335	
105													
106		POOL											
107	226-45124.140	Salaries - Part Time	91,127	88,812	90,109	93,088	88,040	93,462	5,422	6.16%		90,950	
108	226-45124.220	Social Security	6,972	6,834	6,893	7,121	6,735	7,150	415	6.16%		6,978	
109	226-45124.330	Other Professional Services	9,110	8,000	7,290	7,465	8,398	5,812	(2,586)	-30.79%		7,733	
110	226-45124.410	Water & Sewer Charges	1,799	1,840	1,988	3,990	2,037	2,749	712	34.95%		2,915	
111	226-45124.434	Maintenance - Buildings/Grounds	16,496	22,715	19,683	21,127	21,246	21,130	(116)	-0.55%		21,921	
112	226-45124.610	Supplies	5,839	7,521	5,795	8,843	5,749	6,121	372	6.47%		8,182	
113		Pool Subtotal	131,343	135,722	131,758	141,634	132,205	136,424	4,219	3.19%		138,678	
114													

	A	B	G	H	I	J	K	N	O	P	Q	R	S
1	EJRP Programs FY21 Budget Summary												
2												1/24/2020	
3	Account Number	Account Name	FY18 Budget	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
115		CONCESSIONS											
116	226-45125.140	Salaries - Part Time	7,693	9,107	7,882	6,836	-	-	-	n/a		7,971	
117	226-45125.220	Social Security	589	697	603	523	-	-	-	n/a		610	
118	226-45125.500	Training, Conferences, Dues	140	140	140	-	-	-	-	n/a		70	
119	226-45125.610	Supplies	15,394	14,239	15,824	6,882	-	-	-	n/a		10,560	
120		Concessions Subtotal	23,816	24,183	24,449	14,240	-	-	-	n/a		19,211	
121													
122		AQUATICS											
123	226-45126.140	Salaries - Part Time	-	-	-	1,930	3,600	-	(3,600)	-100.00%		965	
124	226-45126-220	Social Security	-	-	-	148	275	-	(275)	-100.00%		74	
125	226-45126.330	Other Professional Services	-	-	-	226,720	145,882	-	(145,882)	-100.00%		113,360	
126		Aquatics Subtotal	-	-	-	228,798	149,757	-	(149,757)	-100.00%		114,399	
127													
128		PARKS and FACILITIES											
129	226-45220.140	Salaries - Part Time	-	-	-	269	7,225	7,225	-	0.00%		135	
130	226-45220.220	Social Security	-	-	-	21	553	553	-	0.00%		10	
131	226-45220.330	Other Professional Services	-	-	-	-	2,500	2,500	-	0.00%		-	
132	226-45220.442	Equipment Rental	-	-	-	-	4,800	4,800	-	0.00%		-	
133	226-45220.535	Telephone Services	-	-	-	-	-	1,320	1,320	n/a		-	
134	226-45220.550	Training, Conferences, Dues	1,500	1,879	1,750	2,527	3,500	3,500	-	0.00%		2,203	
135	226-45220.610	Parks & Facilities Supplies	-	1,820	1,175	5,596	1,175	1,275	100	8.51%		3,708	
136		Parks and Facilities Subtotal	1,500	3,698	2,925	8,412	19,753	21,173	1,420	7.19%		6,055	
137													
138		REVENUES TOTAL	1,609,847	1,923,797	1,711,761	2,171,822	1,912,694	1,947,751	35,057	1.83%		2,047,809	
139		EXPENSES TOTAL	1,609,847	1,827,555	1,711,748	2,082,228	1,912,034	1,947,162	35,128	1.84%		1,954,891	
140		NET OPERATIONS	-	96,242	13	89,594	660	589	(71)				

[illegible]

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Water Fund FY21 Budget Summary													
2														1/24/20 12:31 PM
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4		REVENUES												
5	254-34801.000	Sale of Water - Residential	857,978	901,046	934,325	992,409	1,022,387	1,086,788	1,171,588	84,800	7.80%		928,934	
6	254-34811.000	Water Billing Penalties	4,467	4,769	6,141	4,000	5,088	4,500	4,500	-	0.00%		5,116	
7	254-34812.000	Water Sales - Large Users	119,480	76,261	90,573	97,201	98,079	92,729	95,000	2,271	2.45%		96,098	
8	254-34821.000	Hook on Fees	15,150	14,450	8,200	15,000	7,000	15,000	7,000	(8,000)	-53.33%		11,200	
9	254-34900.000	Sale of Water - GF	2,508,409	2,505,612	2,584,379	2,686,765	2,700,838	2,767,430	2,795,104	27,674	1.00%		2,574,810	
10	254-34902.000	Sale of Water - GF VT Tax	63,375	61,472	62,024	70,985	62,885	70,117	70,818	701	1.00%		62,439	
11	254-34402.000	Interest Earnings	(115)	20	67	-	50	-	-	-	n/a	note: FY19 not final	5	
12	254-34403.000	Misc - Unclassified	9,993	1,356	598	-	630	-	-	-	n/a		3,144	
13		Revenues Subtotal	3,578,738	3,564,987	3,686,307	3,866,360	3,896,956	4,036,564	4,144,010	107,446	2.66%		3,681,747	
14														
15														
16		EXPENSES												
17	254-43200.110	Salaries - Regular	97,962	67,668	103,492	109,133	111,685	118,220	123,321	5,101	4.31%		95,202	
18	254-43200.130	Salaries - Overtime	11,074	9,819	16,131	14,000	14,222	14,000	15,000	1,000	7.14%		12,811	
19	254-43200.140	Salaries - Part-time	4,157	2,626	4,136	5,427	3,972	9,193	9,507	314	3.42%		3,723	
20	254-43200.210	Health Insurance & Other Benefits	37,098	25,660	29,620	45,212	55,806	65,713	68,513	2,800	4.26%		37,046	
21	254-43200.220	Social Security	8,389	6,126	9,248	9,965	10,096	10,699	11,309	610	5.70%		8,465	
22	254-43200.226	Workers Compensation Insurance	5,659	5,437	6,917	6,716	7,750	7,992	10,500	2,508	31.38%		6,441	
23	254-43200.230	Retirement	9,774	6,707	9,892	10,913	11,389	11,822	12,332	510	4.31%		9,441	
24	254-43200.250	Unemployment Insurance	325	87	53	200	87	60	75	15	25.00%		138	
25	254-43200.330	Other Professional Services	64	1,590	-	1,000	918	1,000	1,000	-	0.00%		643	
26	254-43200.335	Audit Services	4,094	3,433	3,623	3,680	4,370	3,738	4,200	462	12.36%		3,880	
27	254-43200.340	Computer Supplies and Software	1,201	1,105	1,194	1,000	1,227	1,000	2,650	1,650	165.00%	1/3 of WaterSmart	1,182	
28	254-43200.410	Water and Sewer Charge	89	92	97	200	127	200	200	-	0.00%		101	
29	254-43200.411	CWD Water Purchase	480,401	461,487	455,835	515,807	458,662	504,006	509,046	5,040	1.00%	estimate	464,096	
30	254-43200.412	State Water Tax	12,137	12,436	10,852	13,628	10,591	13,153	13,285	132	1.00%	estimate	11,504	
31	254-43200.430	Water Lines Maintenance - Breaks	5,306	22,737	107,875	16,000	1,038	16,000	16,000	-	0.00%		34,239	
32	254-43200.432	Vehicle Maintenance	-	-	-	-	1,261	-	-	-	n/a		315	
33	254-43200.441	ROW Leases	92	8	100	142	100	142	150	8	5.63%		75	
34	254-43200.491	Contractual Services	108,760	113,888	103,410	104,158	104,158	118,559	122,860	4,301	3.63%	Admin fees and portion of finance dir	107,554	
35	254-43200.500	Training, Conferences, Dues	1,642	1,468	3,364	2,500	2,048	2,500	2,000	(500)	-20.00%		2,130	
36	254-43200.521	Liability & Property Ins.	3,035	3,620	2,594	2,271	2,632	2,620	6,540	3,920	149.62%	verify	2,970	
37	254-43200.535	Telephone Services	991	1,489	1,822	1,500	2,246	1,500	2,500	1,000	66.67%		1,637	
38	254-43200.536	Postage	1,615	1,636	2,577	2,000	3,158	2,600	3,100	500	19.23%	postage to mail bills and late notices	2,246	
39	254-43200.550	Printing and Advertising	1,604	2,003	1,939	2,608	1,871	2,000	2,000	-	0.00%		1,854	
40	254-43200.570	Maintenance Other	2,165	3,541	10,446	2,500	199	2,500	2,500	-	0.00%		4,088	
41	254-43200.572	Interview Costs	117	2,649	175	-	-	-	-	-	n/a		735	
42	254-43200.610	Supplies	7,676	5,172	9,550	6,000	7,664	7,000	7,000	-	0.00%		7,515	
43	254-43200.612	Uniforms, Boots, Etc.	941	806	1,083	1,500	1,255	1,500	1,500	-	0.00%		1,021	

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	Water Fund FY21 Budget Summary													
2														1/24/20 12:31 PM
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
44	254-43200.613	Meters and Parts	899	303	-	500	643	500	500	-	0.00%		461	
45	254-43200.614	Distribution Materials	18,891	23,751	7,447	7,000	1,408	7,500	7,500	-	0.00%		12,874	
46	254-43200.622	Electrical Service	713	711	1,030	750	799	1,000	1,000	-	0.00%		813	
47	254-43200.623	Heating	5,406	2,402	2,608	3,000	2,444	3,000	3,000	-	0.00%		3,215	
48	254-43200.626	Gas, Grease and Oil	1,561	1,143	1,393	3,000	1,326	3,000	3,000	-	0.00%		1,356	
49	254-43200.742	Capital Reserve Fund Contribution	130,000	140,000	160,000	210,000	210,000	260,000	310,000	50,000	19.23%	annual \$50k increase	160,000	
50	254-43200.805	Interest Expense	8,478	334	212	300	29	300		(300)	-100.00%		2,263	
51	254-43200.891	Capital Outlay	-	3,447	3,099	6,000	-	6,000	6,000	-	0.00%		1,636	
52	254-43200.892	Transfer to Town for Benefits	-	11,180						-	n/a		5,590	
53	254-43210.411	CWD Water Purchase - GF	2,508,409	2,549,112	2,605,241	2,686,765	2,723,369	2,767,430	2,795,104	27,674	1.00%	estimate	2,596,533	
54	254-43210.412	State Water Tax - GF	63,375	62,540	62,024	70,985	62,885	70,117	70,818	701	1.00%	estimate	62,706	
55		Expenses Subtotal	3,544,101	3,558,213	3,739,080	3,866,360	3,821,432	4,036,564	4,144,010	107,446	2.66%		3,665,707	
56										-	n/a			
57		REVENUES TOTAL	3,578,738	3,564,987	3,686,307	3,866,360	3,896,956	4,036,564	4,144,010	107,446	2.66%		3,681,747	
58		EXPENSES TOTAL	3,544,101	3,558,213	3,739,080	3,866,360	3,821,432	4,036,564	4,144,010	107,446	2.66%		3,665,707	
59		NET OPERATIONS	34,637	6,773	(52,773)	-	75,524	-	-	-	n/a		16,040.2	
60														
61														
62		Operating Budget	479,778	472,638	605,128	579,175	565,926	681,858	755,757	73,899	10.84%			
63		Village Budget	972,316	946,561	1,071,815	1,108,610	1,035,179	1,199,017	1,278,088	79,071	6.59%			

VILLAGE OF ESSEX JUNCTION
WATER RATES

1/24/2020 12:00

FY21 RATE SETTING
FIXED CHARGES - EQUIVALENT UNITS @ 120 gpd per EU

	FY20 RATE SETTING 50% Fixed, 50% Variable		FY21 RATE SETTING 50% Fixed, 50% Variable	
Water Budget Target	\$	1,086,788	\$	1,171,588
Budget Ratio				
Fixed	\$	543,394	0.5 \$	585,794
Variable	\$	543,394	0.5 \$	585,794
Total Customers/Equivalent Units		5058		5058
Fixed Charge				
Base Rate		26.86		28.95
Usage Charge				
Usage Fee		0.0188		0.0202
Projected Consumption (c.f)		28,961,801		28,961,801
REVENUE				
Fixed Charge	\$	543,431.52	\$	585,716
Sale of Water				
Residential	\$	544,482	\$	585,028
Large User - GF	\$	92,729	\$	95,000
Other Revenue/Income				
Hydrant Rentals	\$	-	\$	-
Penalties	\$	4,500	\$	4,500
Miscellaneous	\$	15,000	\$	7,000
Total Revenue	\$	1,200,142	\$	1,277,245
EXPENSES	\$	1,198,617	\$	1,278,088
SURPLUS/DEFICIT	\$	1,525	\$	(843)

Notes:

1. Projected consumption is based on prior 3 year average.
2. Expenses and revenue exclude IBM.

Person using 120 gallons/Day	FY20	FY21	Increase	% Increase
Water				
Fixed Charge	107.44	115.80	8.36	7.78%
Usage (120 Gal/day, 5840 c.f./yr)	109.79	117.97	8.18	7.45%
Total	217.23	233.77	16.54	7.61%

1/24/20

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Water Fund Capital Reserve Plan

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

Water Fund Capital Reserve Funding and Fund Balance

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

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1	Sanitation Fund FY21 Budget Summary													
2														1/24/20 12:30 PM
	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4		REVENUES												
												From Town for S Wilson & West St. PS 1.75/8 of cost of maintaint all		
5	256-33900.000	Essex Pump Station Fees	24,826	23,911	28,275	25,940	26,095	28,750	28,750	-	0.00%		25,777	
6	256-33900.001	2 Party Agreement Revenue	15,000	15,000	15,000	15,000	15,000	15,000	15,000	-	0.00%		15,000	
7	256-34402.000	Interest Earnings	14	5,210	1,015	500	500	1,000	1,000	-	0.00%	note: FY19 not complete	1,685	
8	256-34403.000	Misc - Unclassified	4,090	887	3,938	-	4,227	6,240	3,000	(3,240)	-51.92%		3,285	
9	256-34801.000	Annual Customer Charge	540,524	565,633	568,857	586,985	598,033	635,664	672,048	36,384	5.72%		568,262	
10	256-34811.000	Penalty	2,510	2,686	3,100	2,500	2,829	2,500	2,500	-	0.00%		2,781	
11	256-34821.000	Hook On Fees	158,000	154,000	5,000	30,000	7,000	30,000	30,000	-	0.00%		81,000	
12		Revenues Subtotal	744,965	767,327	625,185	660,925	653,684	719,154	752,298	33,144	4.61%		697,790	
13														
14														
15		EXPENSES												
16	256-43200.110	Salaries - Regular	74,303	84,804	80,359	91,459	95,633	101,835	108,563	6,728	6.61%		83,775	
17	256-43200.130	Salaries - Overtime	8,792	13,772	13,914	14,185	9,680	14,000	15,000	1,000	7.14%		11,540	
18	256-43200.140	Salaries - Part-time	3,896	2,626	4,136	5,427	3,972	9,232	9,564	332	3.60%		3,657	
19	256-43200.210	Health Insurance & Other Benefits	32,096	36,824	41,259	40,567	42,043	53,162	55,470	2,308	4.34%		38,056	
20	256-43200.220	Social Security	6,495	7,703	7,691	8,671	8,382	9,568	10,184	616	6.44%		7,568	
21	256-43200.226	Workers Compensation Insurance	4,570	5,138	5,425	5,282	6,334	6,967	9,400	2,433	34.92%		5,367	
22	256-43200.230	Retirement	7,102	8,205	9,412	9,146	9,624	10,183	10,858	675	6.63%		8,586	
23	256-43200.250	Unemployment Insurance	191	127	60	200	90	70	85	15	21.43%		117	
24	256-43200.330	Other Professional Services	-	366	-	1,000	852	1,000	1,000	-	0.00%		305	
25	256-43200.335	Audit Services	2,047	1,716	1,811	1,840	2,185	1,869	2,000	131	7.01%		1,940	
26	256-43200.340	Computer Expenses	2,402	2,210	2,409	1,300	2,453	1,000	5,350	4,350	435.00%	2/3 of watersmart	2,369	
27	256-43200.410	Water and Sewer Charge	283	281	272	500	363	500	500	-	0.00%		300	
28	256-43200.430	Sanitation Lines Maintenance	14,795	972	15,038	6,000	1,162	6,000	6,000	-	0.00%		7,992	
29	256-43200.432	Vehicle Maintenance					1,037							
30	256-43200.434	Pump Station Maintenance	17,955	9,642	12,897	12,000	15,623	14,000	14,000	-	0.00%		14,029	
31	256-43200.436	Sanitation Line Back-up Clean	-	-	2,321	1,000	1,000	1,000	1,000	-	0.00%		830	
32	256-43200.441	Right of Way Agreements	1,472	1,563	1,573	1,140	1,631	1,640	1,700	60	3.66%		1,560	
												WWTF pump station fees; admin charges, and the charge for Finance Director		
33	256-43200.491	Contractual Services	139,888	144,188	133,710	135,883	135,883	150,159	154,860	4,701	3.13%		138,417	
34	256-43200.500	Training, Conferences, Dues	95	-	-	200	-	200	200	-	0.00%		24	
35	256-43200.521	Liability & Property Ins.	6,332	7,713	4,425	6,225	5,929	4,469	6,014	1,545	34.57%	verify	6,099	
36	256-43200.536	Postage	3,252	3,268	5,066	3,500	6,318	5,000	5,500	500	10.00%		4,476	
37	256-43200.550	Printing and Advertising	596	1,213	1,389	1,000	-	1,500	1,500	-	0.00%		799	
38	256-43200.570	Maintenance Other	1,070	14,557	452	2,500	3,096	2,500	2,000	(500)	-20.00%		4,794	
39	256-43200.572	Interview Costs	1,044							-	n/a		1,044	
40	256-43200.610	Supplies	3,674	355	2,827	1,000	2,143	1,000	1,000	-	0.00%		2,250	
41	256-43200.612	Uniforms, Boots, Etc.	1,136	1,601	1,074	1,500	942	1,500	1,500	-	0.00%		1,188	
42	256-43200.622	Electrical Service	9,396	10,001	12,666	12,000	13,237	14,000	14,000	-	0.00%		11,325	

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1	Sanitation Fund FY21 Budget Summary													
2														1/24/20 12:30 PM
	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
3														
43	256-43200.623	Heating	1,154	1,851	1,028	1,900	1,038	1,800	1,800	-	0.00%		1,268	
44	256-43200.626	Gas, Grease and Oil	1,703	1,681	2,894	2,500	4,009	3,500	4,000	500	14.29%		2,572	
45	256-43200.742	Transfer to Capital Reserve	95,000	215,167	95,000	95,000	95,000	95,000	95,000	-	0.00%		125,042	
46	256-43200.891	Capital Outlay	4,222	5,133	-	5,000	-	5,000	5,000	-	0.00%		2,339	
47	256-43200.892	Transfer to Town for Benefits		11,180	-	-	-		-	-	n/a		3,727	
48	256-43220.001	Susie Wilson PS Costs	7,050	7,745	11,863	10,000	10,479	12,000	12,000	-	0.00%	100% town	9,284	
49	256-43220.002	West Street PS Costs	13,602	12,166	12,796	12,000	11,190	13,000	13,000	-	0.00%	75% town	12,438	
50		Expenses Subtotal	465,612	613,768	483,768	489,925	491,328	542,654	568,048	25,394	4.68%		513,619	
51														
52		REVENUES TOTAL	744,965	767,327	625,185	660,925	653,684	719,154	752,298	33,144	4.61%		697,790	
53		EXPENSES TOTAL	465,612	613,768	483,768	489,925	491,328	542,654	568,048	25,394	4.68%		513,619	
54		NET OPERATIONS	279,353	153,559	141,417	171,000	162,355	176,500	184,250	7,750	4.39%		184,171	

VILLAGE OF ESSEX JUNCTION
SANITATION RATE

1/24/2020 12:05

FY21 RATE SETTING
FIXED CHARGES - EQUIVALENT UNITS @ 120 gpd per EU

	FY20 RATE SETTING 75% Fixed, 25% Variable		FY21 RATE SETTING 75% Fixed, 25% Variable	
Sanitation Budget Target	\$	459,164	\$	487,798
WWTF Debt Payment	\$	176,500	\$	184,250
Total	\$	635,664	\$	672,048
Budget Ratio				
Fixed	\$	476,748	0.75 \$	504,036
Variable	\$	158,916	0.25 \$	168,012
Total Customers/Equivalent Units		4869		4869
Fixed Charge				
Base Rate		24.48		25.88
Usage Charge				
Usage Fee		0.0057	\$	0.0061
Projected Consumption (c.f)		27,765,679		27,765,679
REVENUE				
Meter Charge	\$	476,772	\$	504,039
Sale of Water				
Customer Charge	\$	158,264	\$	169,371
Other Revenue/Income				
Penalties	\$	2,500	\$	2,500
Miscellaneous	\$	30,000	\$	30,000
Interest	\$	1,000	\$	1,000
2 Party agreement	\$	15,000	\$	15,000
Essex Pump Station Fees	\$	28,750	\$	28,750
Total Revenue	\$	712,287	\$	750,660
EXPENSES	\$	542,654	\$	568,048
SURPLUS/DEFICIT	\$	169,633	\$	182,612

Notes:

1. Projected consumption is based on prior 3 year average.
2. Target revenue projection includes phased increase in rates to cover future debt retirement for WWTF refurbishment.

Person using 120 gallons/Day	FY20	FY21	Increase	% Increase
Sanitation				
Fixed Charge	97.92	103.52	5.60	5.72%
Usage (120 Gal/day, 5840 c.f./yr)	33.29	35.62	2.34	7.02%
Total	131.21	139.14	7.94	6.05%

Sanitation Fund Capital Reserve Plan								
Project or Equipment	Prior	FY19	FY20	FY21	FY22	FY23	FY24	FY25
Vactor Truck Partial Share (Place Holder)					225,000			
Water Meter upgrades to radio reads	207,269	44,565	119,125					
Manhole Rehab/Sliplining			40,000	40,000	40,000	40,000	40,000	40,000
West St. Pump Station Contol Cabinet			40,000					
Susie Wilson St. Pump Station Control Cabinet			40,000					
River Street PS Control Panel, anodes	2,850							
South Street PS Replace pump #1, 2 and valves, vent, anodes			40,000					
Trailer Pump		30,000						
Pleasant Street Pipeline		23,767						
Pump Station Evaluation (River, Maple, West)				30,000				
HS Pump Station Upgrade Bond Payment RF1-157 (FY34)	67,119	67,120	67,120	67,120	67,120	67,120	67,120	67,120
ARRA Stimulus Loan Repayment (FY31)	14,880	14,880	14,880	14,880	14,880	14,880	14,880	14,880
Capital reserve annual expense		180,332	361,125	152,000	347,000	122,000	122,000	122,000
Sanitation Capital Reserve Funding and Fund Balance								
Beginning Fund Balance		697,392	621,180	434,175	386,295	134,295	107,295	80,295
Planned Spending		(180,332)	(361,125)	(152,000)	(347,000)	(122,000)	(122,000)	(122,000)
Town payment for West. St. & Susie Wilson PS Contol Cabinets			70,000					
Vactor Truck Rental		9,120	9,120	9,120				
Transfer in From Sanit. Operating Budget		95,000	95,000	95,000	95,000	95,000	95,000	95,000
Projected Ending Fund Balance		621,180	434,175	386,295	134,295	107,295	80,295	53,295

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	WWTF Fund FY21 Budget Summary													
2														1/24/20 12:31 PM
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
4		REVENUES								-	n/a			
5	255-34801.000	Village User Charge	729,799	689,249	647,712	694,916	716,133	773,856	860,898	87,042	11.25%		695,723	
6	255-34811.000	Village User Penalties	3,540	3,361	3,513	3,000	3,379	3,500	3,500	-	0.00%		3,448	
7	255-34812.000	Village Septage Discharge	27,144	18,533	20,997	18,000	19,415	16,000	16,000	-	0.00%		21,522	
8	255-34813.000	Village Leachate Revenues	896	1,044	815	-	814	-	-	-	n/a		892	
9	255-34900.000	Wastewater Charge - Essex	462,284	436,976	476,928	477,278	477,278	488,219	536,828	48,609	9.96%		463,367	
10	255-34901.000	Wastewater Charge - Williston	599,293	611,766	675,345	715,917	715,917	752,671	730,086	(22,585)	-3.00%		650,580	
11	255-34903.001	Shared Septage Revenues	13,572	6,178	9,881	9,000	9,563	8,000	8,000	-	0.00%		9,798	
12	255-34903.003	Shared Leachate Revenues	448	348	383	-	401	-	-	-	n/a		395	
13	255-34903.005	Pump Station Maint. Fees	30,300	30,300	30,300	31,725	31,725	32,000	32,000	-	0.00%	left level for now 112219	30,656	
14	255-34402.000	Interest Earnings	1,138	3,684	2,066	-	2,066	-	-	-	n/a		2,239	
15	255-34403.000	Misc - Unclassified Revenue	314	23	357	-	215	-	-	-	n/a		227	
16		Revenues Subtotal	1,868,728	1,801,462	1,868,296	1,949,836	1,976,906	2,074,246	2,187,312	113,066	5.45%		1,878,848	
17														
18														
19		EXPENSES												
20	255-43200.110	Salaries - Regular	309,914	330,279	302,046	343,375	309,347	339,164	338,203	(961)	-0.28%	Vacant position bud for 1/2 year instead of full year	312,897	
21	255-43200.130	Salaries - Overtime	42,135	43,928	42,194	45,000	44,064	48,000	48,000	-	0.00%		43,080	
22	255-43200.140	Salaries - Part-time	18,840	22,191	17,881	16,000	6,284	15,394	33,158	17,764	115.40%	added back the 20hr pt position	16,299	
23	255-43200.210	Health Insurance & Other Benefits	76,235	79,250	93,252	137,000	115,047	134,490	128,644	(5,846)	-4.35%		90,946	
24	255-43200.220	Social Security	26,949	28,616	30,075	31,095	27,077	33,916	32,081	(1,835)	-5.41%	fy19 number is wrong - entered retirement instead	28,179	
25	255-43200.226	Workers Compensation Insurance	16,100	17,141	26,450	20,534	20,853	29,669	30,000	331	1.12%		20,136	
26	255-43200.230	Retirement	29,661	30,572	33,751	34,338	31,090	33,916	33,620	(296)	-0.87%		31,268	
27	255-43200.250	Unemployment Insurance	395	358	137	420	398	150	175	25	16.67%		322	
28	255-43200.320	Legal Services	165	-	-	2,000	1,650	4,000	4,000	-	0.00%		454	
29	255-43200.330	Other Professional Services	3,025	986	325	4,000	3,677	4,000	4,000	-	0.00%		2,003	
30	255-43200.335	Audit Services	4,806	4,030	4,253	4,320	5,130	4,388	4,400	12	0.27%		4,555	
31	255-43200.410	Water and Sewer Charge	2,773	2,128	2,712	3,000	5,335	3,000	3,500	500	16.67%		3,237	
32	255-43200.432	Vehicle Maintenance	1,343	1,914	4,486	3,000	3,869	4,000	4,000	-	0.00%		2,903	
33	255-43200.491	Contractual Services	54,380	56,944	51,705	52,079	52,079	59,280	61,430	2,150	3.63%	Admin fees and portion of finance dir	53,777	
34	255-43200.500	Training, Conferences, Dues	4,880	5,464	7,849	6,500	5,939	7,000	7,500	500	7.14%		6,033	
35	255-43200.521	Liability & Property Ins.	22,334	22,989	27,702	32,275	29,580	27,979	30,221	2,242	8.01%	CoGen fail experience Mod	25,651	

	A	B	D	F	H	I	J	K	N	O	P	Q	R	S
1	WWTF Fund FY21 Budget Summary													
2														1/24/20 12:31 PM
3	Account Number	Account Name	FY16 Actual	FY17 Actual	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY21 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year	Notes	4 Year Average Actual	
36	255-43200.535	Telephone Services	4,790	4,577	4,042	6,000	4,615	6,000	6,000	-	0.00%	added Comcast, upgrade phones	4,506	
37	255-43200.565	Grit Disposal	8,087	10,356	11,038	18,000	16,286	14,000	14,980	980	7.00%		11,442	
38	255-43200.567	Sludge Processing	145,800	137,340	77,933	140,000	85,211	150,000	150,000	-	0.00%		111,571	
39	255-43200.568	Sludge Management	141,407	127,963	174,297	150,000	186,758	150,000	170,000	20,000	13.33%		157,606	
40	255-43200.569	WWTF Annual Permit Fee	9,900	9,900	9,900	9,900	9,900	9,900	9,900	-	0.00%		9,900	
41	255-43200.570	Maintenance Other	138,334	85,060	133,791	100,000	96,728	120,000	130,000	10,000	8.33%		113,478	
42	255-43200.572	Interview Costs	30	523	-	-	459			-	n/a		253	
43	255-43200.577	Contract Laboratory Services	6,940	10,981	6,947	11,000	9,961	12,000	22,000	10,000	83.33%	New Permit in 2020 WET Test, PFAS, etc budget is 2x/year on the new testing requirements and may be more frequent than that	8,707	
44	255-43200.610	Supplies	9,607	8,256	5,685	10,000	7,319	8,500	8,500	-	0.00%		7,717	
45	255-43200.612	Uniforms, Boots, Etc.	3,656	5,506	5,028	6,000	3,242	5,500	5,500	-	0.00%		4,358	
46	255-43200.618	Supplies - Laboratory	14,883	16,198	17,238	18,000	14,163	19,000	18,000	(1,000)	-5.26%		15,620	
47	255-43200.619	Chemicals	213,634	284,508	285,222	230,000	329,295	300,000	330,000	30,000	10.00%		278,165	
48	255-43200.622	Electrical Service	130,471	143,277	117,640	150,000	192,346	140,000	150,000	10,000	7.14%	cogen back up but not assuming 100%	145,934	
49	255-43200.623	Heating	19,323	23,372	23,933	20,000	23,553	25,000	25,000	-	0.00%		22,545	
50	255-43200.626	Gas, Grease and Oil	2,869	5,177	4,492	6,000	2,698	6,000	4,500	(1,500)	-25.00%		3,809	
51	255-43200.742	Transfer to Capital Reserve	280,000	300,000	320,000	340,000	340,000	360,000	380,000	20,000	5.56%		310,000	
52	225-43200.892	Transfer to Town for Benefits		5,590						-	n/a		5,590	
53		Expenses Subtotal	1,743,663	1,825,375	1,842,002	1,949,836	1,983,952	2,074,246	2,187,312	113,066	5.45%		1,848,748	
54										-	n/a			
55		REVENUES TOTAL	1,868,728	1,801,462	1,868,296	1,949,836	1,976,906	2,074,246	2,187,312	113,066	5.45%		1,878,848	
56		EXPENSES TOTAL	1,743,663	1,825,375	1,842,002	1,949,836	1,983,952	2,074,246	2,187,312	113,066	5.45%		1,848,748	
57		NET OPERATIONS	125,065	(23,913)	26,294	-	(7,046)	-	-	-	n/a		30,100	
58														
59														
60							Calculation of Village User Fees							
61							Village User Fees		860,898					
62							Village User Penalties		3,500					
63							Village Septage Revenue		16,000					
64							Village Leachate Revenue		-					
65														
66							Total Village Revenues		880,398					

VILLAGE OF ESSEX JUNCTION

WASTEWATER TREATMENT

1/24/2020 12:03

FY21 RATE SETTING

FIXED CHARGES - EQUIVALENT UNITS @ 120 gpd per EU

	FY20 RATE SETTING 65% Fixed, 35% Variable		FY21 RATE SETTING 65% Fixed, 35% Variable	
WWTF Budget Target	\$	773,778	\$	860,898
Budget Ratio				
Fixed	\$	502,956	0.65 \$	559,584
Variable	\$	270,822	0.35 \$	301,314
Total Customers/Equivalent Units		4869		4869
Fixed Charge				
Base Rate		25.82		28.73
Usage Charge				
Usage Fee		0.0098	\$	0.0109
Projected Consumption (c.f)		27,765,679		27,765,679
REVENUE				
Meter Charge	\$	502,870	\$	559,545
Wastewater Treatment				
Customer Charge	\$	272,104	\$	302,646
Other Revenue/Income				
Penalties	\$	3,500	\$	3,500
Septage	\$	16,000	\$	16,000
Leachate	\$	-	\$	-
Total Revenue	\$	794,474	\$	881,691
EXPENSES	\$	793,278	\$	880,398
SURPLUS/DEFICIT	\$	1,196	\$	1,293

Notes:

1. Projected consumption is based on past 12 months.

Person using 120 gallons/Day	FY20	FY21	Increase
WWTF			
Fixed Charge	103.28	114.92	11.64
Usage (120 Gal/day, 5840 c.f./yr)	57.23	63.66	6.42
Total	160.51	178.58	18.06

WWTF Capital Reserve Plan

Project or Equipment	FY18	FY19	FY20	FY21	FY22	FY23	FY24
Vactor Truck Replacement							
Automatic Samplers	2,032						
Front End Loader	62,469						
Vactor Truck Replacement					18,750		
Hydroflow Unit		28,257	11,743				
Digester Cleaning	0	42,684	32,316				
Capital Planning - 20 Year	0		30,000				
Headworks Screen	120,172	27,533					
Alkalinity Control Installation	18,050	11	76,950				
Universal Ordinance							
Primary Digester Block Re-Face			100,000				
Flow EQ Digester Concrete Crack Sealing			50,000				
Plow Truck (with crane)				55,000			
Site utility vehicle				15,000			
Energy Conservation Measures				80,000	200,000		
Service truck with body and crane							60,000
Locker room AC expansion				9,000			
Aeration Blower Core replacement							45,000
Energy Cons. Measures Design, install.							
Aeration Delivery Optimization							
Vt Phos Challenge PePhlo pilot				50,000			
Effluent Filter Cloths				40,000			
ARRA Stimulus Loan Payback	2,457	2,457	2,457	2,457	2,457	2,457	2,457
Capital reserve annual expense	205,180	100,942	303,466	251,457	221,207	2,457	107,457

WWTF Capital Reserve Funding and Fund Balance						
Beginning Fund Balance	839,482	1,123,540	1,180,074	1,308,617	1,487,410	1,904,953
Planned Spending	(100,942)	(303,466)	(251,457)	(221,207)	(2,457)	(107,457)
Interest						
Transfer in From WWTF Operating Budget	340,000	360,000	380,000	400,000	420,000	440,000
Governors Phosphorus Innvovation Grant	45,000					
Projected Ending Fund Balance	1,123,540	1,180,074	1,308,617	1,487,410	1,904,953	2,237,496



MEMORANDUM

TO: Village Trustees and Evan Teich, Unified Manager
FROM: Sarah Macy, Finance Director/Assistant Manager
DATE: January 28, 2020
SUBJECT: Warning a public hearing on the FY21 budget

Issue

The issue is whether the Trustees will warn a public hearing for the FY21 proposed budgets and capital programs for Tuesday February 11, 2020.

Discussion

The Trustees are holding potentially their final work session on the FY21 proposed budgets and capital programs on January 28, 2020 and will need to warn a public hearing. Proposed date for the public hearing is the next regularly scheduled meeting on February 11, 2020. A draft warning is attached.

Cost

The cost to warn the public hearing in the Essex Reporter is approximately \$110.

Recommendation

It is recommended that the Trustees warn a public hearing for the fiscal year 2021 proposed budgets and capital programs for the Village of Essex Junction to be held Tuesday, February 11, 2020 at 6:30 at 2 Lincoln Street.

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES MEETING
TUESDAY, FEBRUARY 11, 2020
6:30 PM**

AGENDA

**PUBLIC HEARING
FY21 PROPOSED BUDGETS
AND CAPITAL PROGRAMS**

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

Memorandum**To:** Board of Trustees; Evan Teich, Unified Manager**From:** Greg Duggan, Deputy Manager GSD**Re:** Executive Session for Contracts and Labor Relations Agreements with Employees**Date:** January 24, 2020

Issue

The issue is whether the Trustees will enter into executive session to discuss contracts and labor relations agreements with employees.

Discussion

In order to have a complete and thorough discussion about this topic, it would appear that an executive session would be necessary because the premature disclosure of the information may put the Village at a substantial disadvantage.

Cost

N/A

Recommendation

If the Trustees wish to enter executive session, the following motions are recommended:

Motion #1

“I move that the Trustees make the specific finding that premature general public knowledge of the Village’s position concerning ongoing contract negotiations and labor relations agreements with employees would place the Village at a substantial disadvantage.”

Motion #2

“I move that the Trustees enter into executive session to discuss contracts and labor relations agreements with employees pursuant to 1 V.S.A. § 313(a)(1)(A) and 1 V.S.A. § 313(a)(1)(B), to include the Unified Manager.”

Memorandum

To: Trustees; Evan Teich, Unified Manager

From: Greg Duggan, Deputy Manager

Re: Executive session for evaluation of public employee

Date: January 24, 2020

Issue

The issue is whether the Trustees will enter into executive session to discuss the evaluation of the Unified Manager.

Discussion

In order to have a complete and thorough discussion, it would appear that an executive session may be necessary. The evaluation of public employees can be a protected discussion.

Cost

N/A

Recommendation

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

“I move that the Trustees enter into executive session to discuss the evaluation of a public employee in accordance with 1 V.S.A. Section 313(a)(3).”

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
January 14, 2020**

TRUSTEES PRESENT: Andrew Brown; Raj Chawla; Amber Thibeault; Dan Kerin (George Tyler not in attendance).

ADMINISTRATION and STAFF: Evan Teich, Unified Manager; Greg Duggan, Deputy Manager; Sarah Macy, Finance Director/ Assistant Manager; Robin Pierce, Village of Essex Junction Community Development Director; Darren Schibler, Town of Essex Planner.

OTHERS PRESENT: Maura Collins; Nick Meyer; Michael Nosek; Ken Signorello; Margaret Smith; Neil Watson; 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 proposed that item 5f be moved to before item 5a.

3. **APPROVE AGENDA**

DAN KERIN made a motion, and RAJ CHAWLA seconded, that the Trustees approve the agenda to include the additional documents. Motion passed 4-0.

4. **PUBLIC TO BE HEARD**

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

There were no comments from the public at this time.

5. **BUSINESS ITEMS**

f. ***Discussion and possible action on the purchase of property at 1 Main St.**

Mr. Teich introduced the issue of whether the Trustees would approve the purchase of a portion of the 1 Main Street property owned by Mr. Gabe Handy. He explained that the parcel to be purchased does not include another piece of the property, where the current Firebird Café is located. He said the Trustees and staff have been discussing this potential purchase in executive sessions and a sale agreement was developed by the Village attorney for the property owner. Mr. Brown explained that the Economic Development budget line could be used to pay for the \$60,000 purchase. Mr. Teich shared a schematic plan, developed by Mr. Pierce, of what the Village could do with the proposed parcel. Mr. Pierce proposed seeking input from the Tree Advisory committee. The Trustees had no questions on this item and there were no comments from the public.

RAJ CHAWLA made a motion, and DAN KERIN seconded, that the Trustees authorize the Village Manager to close on the purchase of 1 Main Street. Motion passed 4-0.

a. **Consider water/sewer penalty abatement request—Sarah Macy**

Ms. Macy introduced the issue of whether the Trustees would consider a penalty abatement of \$9.52 for Ms. Mary Garrity, who did not receive her water bill until after the due date. Ms. Macy explained how tax bills are processed and the Finance Department's reliance on the U.S. Postal service for delivery of the bills. The Trustees discussed the rarity of situations such as this, the 30-

day window to pay bills, and the notice on the Town Office sign near the road when water bills are due.

ANDREW BROWN made a motion, and AMBER THIBEAULT seconded, that the Village deny the abatement request. Motion passed 4-0.

b. Approve Fiscal Year 2019 Fund Balance Assignments—Sarah Macy

Ms. Macy discussed the Fiscal Year 2019 fund balance assignments. She said the FY19 audit is complete and that amounts are already assigned for library, termination benefits, health reimbursement, governance and buildings. After assigned and non-spendable fund balance, the unassigned fund balance is 9.6%, which is within the voter approved cap of a 10% unassigned fund balance. She said that with potential legal costs of \$65,000 associated with the merger this year, 22% of which could be charged to the Village, staff recommends assigning an additional amount of \$14,300 to pay for the one-time expense of merger legal costs. The Trustees had no questions on this item and there were no comments from the public.

RAJ CHAWLA made a motion, and AMBER THIBEAULT seconded, that the Trustees assign \$14,300 of the FY19 unassigned fund balance to add to the Governance category for estimated legal costs leading up to the November 2020 vote on merger. Motion passed 4-0.

c. Discuss staffing and coverage at Village Offices—Evan Teich

Mr. Duggan discussed staffing at the Village Offices at 2 Lincoln Street, which he said is low due to the consolidation of departments with the Town, long-term leaves, retirements, and vacations. He explained that staff is using drop boxes to accommodate the challenge while still allowing people to pay bills at the Village Offices. He also said staff closes the door with a note if there are fewer than two staff persons on site, in order to ensure safety. He said there have been some customer service concerns from the public and staff is considering solutions. Mr. Kerin wondered what type of complaints were being received. Mr. Teich said people are unhappy with not being able to pay bills at the office, and Ms. Macy discussed challenges of using the NEMRIC billing system in two locations. Mr. Chawla said the library communicated with the Trustees about regularly receiving complaints from people expecting services at the office because there is still a Village. Mr. Brown suggested that the office remain open between 7:30 AM and 4:30 PM and that staff determine what services should be done at the location during that time.

Mr. Meyer made a comment from the public that, as a result of recent staffing changes, he requires guidance from someone as to what staff person he should turn to for support in preparing for the committee meetings that he chairs.

d. Discuss ongoing, upcoming and potential Trustee items – Andrew Brown

Mr. Brown proposed a list of future agenda items for the Trustees, requesting additions from the Trustees, and opened a discussion. Mr. Chawla noted that the Local Option Tax consideration is now part of the joint discussions with the Town. He suggested adding an item on intentions for the use of the Village Offices at 2 Lincoln St.; aligning leash and other ordinances with the Town of Essex; and a discussion of impact fees. Mr. Brown suggested that there be regular updates on downtown development projects; more consideration of an open container ordinance; and an update from Recreation and Parks Director Brad Luck on the establishment of an Events committee.

e. Discuss petition for Town of Essex Charter change regarding composition of Selectboard

Mr. Duggan said that Town of Essex voters submitted a petition signed by over 1,000 individuals, verified to be at least 5%, of the registered voters of Essex. The petition requests a question be put on the Town Meeting ballot to change the Selectboard configuration from five at-large members to

three members from inside the Village of Essex Junction and three from the Town outside the Village. Mr. Duggan said that this vote will take place at Town Meeting on March 3, 2020 and public hearings have been warned for January 27 and February 3 at Essex High School.

Mr. Brown wondered if the Trustees wanted to craft a formal response to this issue. After a brief discussion, they agreed a formal response from the Trustees is unnecessary. They said that if the issue is of interest to any of the Trustees, comments can be made during discussions individually as residents.

~~f. ***Discussion and possible action on the purchase of property at 1 Main St.**~~

This agenda item was addressed before item 5a.

g. ****Evaluation of public employee**

Mr. Brown explained that the Executive Session of this item would take place after the completion of the Joint Meeting with the Selectboard.

h. **FY21 Budget Updates—Sarah Macy**

Ms. Macy said that since the Trustees' budget day, four items in the budget changed: License & Zoning Fees Revenue has been reduced to \$20,000; the Community Relations Coordinator Position increased to 40 hours per week; an error in the EJRP budget was corrected resulting in an increase of \$2,460; and a change in transfers and Misc. Expenditures resulted in \$36,969 higher than the original proposal. Ms. Macy invited the Trustees to send her questions or comments on these changes in preparation for the discussion of the budget at the next meeting of the Trustees on January 28.

6. **CONSENT ITEMS**

RAJ CHAWLA made a motion, and DAN KERIN seconded, that the Trustees approve the Consent agenda:

- a. Approve use of updated merger infographic
- b. Approve minutes: December 10, 2019—Regular; December 17, 2019—Special
- c. Check Warrant #17177—12/13/19; #17178—12/20/19; #17179—12/27/19; #17180—01/03/2020; 17181—01/10/2020

Motion passed 4-0.

7. **READING FILE**

- a. Board Member Comments
- b. Memo and attachment from Dennis Lutz re: Road Paving in the Town and Village
- c. Letter from Hamlin Engineers re: Densmore Drive Culverts
- d. Vermont Incorporated Villages: A Vanishing Institution
- e. **DUI Drug Trends 2019**
 - Mr. Chawla gave feedback that the DUI report should have included narrative, supporting comments or direction on why it was being shared and what to do with it.
- f. VLCT Frequently Asked Questions and Answers About Voter-Backed Petitions
- g. Selectboard member residence 1989-2019
- h. Decisions re: finding of local necessity and compensation for Crescent Connector Project
- i. Notice of Completion of Survey for Crescent Connector Project
- j. Thank you from Bridget Meyer re: Gather at the Table
- k. Upcoming meeting schedule

ANDREW BROWN recessed the meeting to enter into the Special Joint Meeting of the Village of Essex Junction Trustees and the Town of Essex Selectboard at 7:21 PM.

ANDREW BROWN reconvened the Trustees after the Special Joint Meeting of the Village of Essex Junction Trustees and the Town of Essex Selectboard at 8:32 PM.

g. **EXECUTIVE SESSION**

a. ***An executive session may be necessary to discuss negotiating or securing real estate**
No executive session was necessary for this item.

b. ****An executive session is anticipated to discuss the evaluation of a public employee**

ANDREW BROWN made a motion, and **DAN KERIN** seconded, that the trustees enter into executive session to discuss the evaluation of a public employee in accordance with 1 V.S.A. Section 313(a)(3) and to include the Unified Manager. Motion passed 4-0 at 8:33 PM.

AMBER THIBEAULT made a motion, and **DAN KERIN** seconded, that the Trustees exit executive session. Motion passed 4-0 at 9:20 PM.

ADJOURN

AMBER THIBEAULT made a motion, and **DAN KERIN** seconded, that the Trustees adjourn the meeting. Motion passed 4-0 at 9:21 PM.

Respectfully Submitted,
Cathy Ainsworth

01/17/20

11:44 am

Town of Essex / Village of EJ Accounts Payable

Page 1 of 6

Check Warrant Report # 17182 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 01/17/20 To 01/17/20 & Fund 2

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	01/09/20	WIRE TIE BK 552000930144	210-43110.432 R&M Services - Vehicles	9.42	26909	01/17/20
05290	ADVANCE AUTO PARTS	01/09/20	Clamps, conduit, disconnect 552000930150	210-43110.610 SUPPLIES	16.42	26909	01/17/20
05290	ADVANCE AUTO PARTS	01/09/20	Duct Tape 552000941824	210-43110.610 SUPPLIES	5.51	26909	01/17/20
05290	ADVANCE AUTO PARTS	01/10/20	ENGINE CLNRBRT 552001030199	210-43110.610 SUPPLIES	55.08	26909	01/17/20
05290	ADVANCE AUTO PARTS	01/10/20	Trico Ice Winter 552001030202	210-43110.432 R&M Services - Vehicles	24.10	26909	01/17/20
05290	ADVANCE AUTO PARTS	01/10/20	EXHAUST GASKET 552001030203	210-43110.432 R&M Services - Vehicles	23.23	26909	01/17/20
05290	ADVANCE AUTO PARTS	01/13/20	WIRE TIE BK 552001329320	210-43110.610 SUPPLIES	13.83	26909	01/17/20
07155	AMERICAN ROCK SALT CO LLC	01/02/20	Bulk Ice Control Salt 0626982	210-43125.610 WINTER MAINTENANCE	1768.74	26914	01/17/20
07155	AMERICAN ROCK SALT CO LLC	01/08/20	Bulk Ice Control Salt 0628246	210-43125.610 WINTER MAINTENANCE	1753.16	26914	01/17/20
02420	AUTOZONE	12/28/19	MEGR ULTIMATE WA Meguiar' 3236665477	210-42220.432 VEHICLE MAINTENANCE	25.98	26917	01/17/20
09345	BASIC	01/08/20	Monthly Fee Village 40-503750	210-41320.210 HEALTH INS & OTHER BENEFIT	42.50	26918	01/17/20
07465	BIBENS ACE HARDWARE INC	01/10/20	Fasteners 36704	210-43110.432 R&M Services - Vehicles	11.22	26919	01/17/20
24475	BOND O'REILLY AUTO-ESSEX	01/13/20	HYD FITTING 5680-223243	210-43110.432 R&M Services - Vehicles	3.66	26920	01/17/20
16030	BROWN ELECTRIC	12/20/19	parts service 34482	210-41942.020 R&M Bldg - 2 Lincoln St	233.45	26921	01/17/20
03000	CARGILL SALT EASTERN INC	12/30/19	DEICER SALT ICE CNTRL BLK 2905172691	210-43125.610 WINTER MAINTENANCE	2554.39	26925	01/17/20
03000	CARGILL SALT EASTERN INC	01/02/20	DEICER SALT ICE CNTRL BLK 2905177478	210-43125.610 WINTER MAINTENANCE	2454.70	26925	01/17/20
03000	CARGILL SALT EASTERN INC	01/06/20	DEICER SALT ICE CNTRL BLK 2905184017	210-43125.610 WINTER MAINTENANCE	2383.26	26925	01/17/20
21120	CHAMPLAIN MEDICAL URGENT	01/01/20	Physicals 00036618-00	210-42220.566 PHYSICAL EXAMS	824.00	26927	01/17/20
21210	CINTAS LOC # 68M 71 M	01/09/20	CHEWABLE ASPIRIN , antaci 5015632700	210-43110.612 UNIFORMS, BOOTS, ETC	21.98	26930	01/17/20
25120	CLICKTIME.COM	01/03/20	EJRP Timesheets December 304257	210-45110.330 OTHER PROFESSIONAL SVCS	525.00	26933	01/17/20
04940	COMCAST	12/23/19	MSP Internet 0176315 1219	210-41945.026 Telephone - Maple St Park	573.87	26935	01/17/20
04940	COMCAST	12/27/19	Internet 01792100120	210-41945.022 Telephone - Fire Station	148.40	26936	01/17/20
04940	COMCAST	12/23/19	Park St Internet 0210908 1219	210-41945.023 Telephone - Park St Sch	259.74	26937	01/17/20
31275	DON WESTON EXCAVATING INC	01/02/20	snow removal 5 corners/si 21916	210-43125.570 CONTRACT SERVICES	2465.00	26941	01/17/20
25715	DONALD L. HAMLIN CONSULT	12/03/19	Site visit concerning ero 120319 19-80	210-15102.000 EXCHANGE - ENGI/LEGAL	141.25	26942	01/17/20

01/17/20

Town of Essex / Village of EJ Accounts Payable

Page 2 of 6

11:44 am

Check Warrant Report # 17182 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 01/17/20 To 01/17/20 & Fund 2

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25715	DONALD L. HAMLIN CONSULT	12/03/19	Road ResQ Boundary Line A 120319 19-8A	210-15102.000 EXCHANGE - ENGI/LEGAL	190.00	26942	01/17/20
19430	ELEGANT FLOORS LLC	01/02/20	MPR Facelift CG000015	210-45220.610 SUPPLIES	404.30	26948	01/17/20
23215	ESSEX EQUIPMENT INC	01/09/20	Chain, file, chainsaw 107377710001	210-43110.610 SUPPLIES	68.56	26950	01/17/20
21760	FIRST NATIONAL BANK OMAHA	11/25/19	EPR Credit Card November 0492 11/19	210-45110.530 COMMUNICATIONS	37.49	26956	01/17/20
19005	FIRSTLIGHT FIBER	01/01/20	Phone Internet 6461656	210-41945.020 Telephone - 2 Lincoln St	249.65	26958	01/17/20
16000	FISHER AUTO PARTS	12/19/19	oil filter 293-275466	210-43110.610 SUPPLIES	17.01	26959	01/17/20
16000	FISHER AUTO PARTS	01/02/20	Wire Terminal Clip 293-276611	210-43110.610 SUPPLIES	17.20	26959	01/17/20
16000	FISHER AUTO PARTS	01/10/20	Battery terminal, cleaner 293-277450	210-43110.610 SUPPLIES	11.12	26959	01/17/20
11710	INVEST EAP	01/02/20	Employee Assistance Progr 01022020	210-42220.200 EMPLOYEE ASSISTANCE PROGR	216.00	26971	01/17/20
33195	LIMOGES & SONS GARAGE DOOR	12/30/19	Overhead Door Maintenance 66747TE	210-41942.022 R&M Bldg - Fire Station	150.00	26975	01/17/20
33195	LIMOGES & SONS GARAGE DOOR	12/30/19	Overhead Door Maintenance 66778TE	210-41942.022 R&M Bldg - Fire Station	227.00	26975	01/17/20
V10130	LOWE'S BUSINESS ACCOUNT	12/09/19	supplies 02075	210-43110.610 SUPPLIES	100.17	26976	01/17/20
V10130	LOWE'S BUSINESS ACCOUNT	12/16/19	supplies 02116A	210-43110.610 SUPPLIES	41.71	26976	01/17/20
V10130	LOWE'S BUSINESS ACCOUNT	12/11/19	shop supplies 02478	210-43110.610 SUPPLIES	46.84	26976	01/17/20
V10130	LOWE'S BUSINESS ACCOUNT	12/13/19	supplies 02903	210-43110.610 SUPPLIES	21.59	26976	01/17/20
V10130	LOWE'S BUSINESS ACCOUNT	12/19/19	Office paper products 10774	210-43110.610 SUPPLIES	148.37	26976	01/17/20
V10130	LOWE'S BUSINESS ACCOUNT	12/03/19	CONFERENCE ROOM SUPPLIES 10813	210-41946.020 Gen Supplies - 2 Lincoln	145.70	26976	01/17/20
V10130	LOWE'S BUSINESS ACCOUNT	12/11/19	spray gun 7 supplies 23562	210-43110.610 SUPPLIES	109.20	26976	01/17/20
24620	MILTON RENTAL AND SALES	01/13/20	Male/female Quick Couple 1-590399	210-43110.432 R&M Services - Vehicles	48.50	26980	01/17/20
V10462	MONAGHAN SAFAR DUCHAM PL	01/10/20	Dec 2019 Legal DEC2019	210-41970.320 LEGAL SERVICES	156.00	26981	01/17/20
V10462	MONAGHAN SAFAR DUCHAM PL	01/10/20	Dec 2019 Legal DEC2019	210-41320.320 LEGAL SERVICES	973.50	26981	01/17/20
24100	PERMA-LINE CORP OF NEW EN	01/07/20	Street signs 178138	210-43120.610 Summer Const - Supplies	96.20	26986	01/17/20
24100	PERMA-LINE CORP OF NEW EN	01/07/20	FINISHED TRAFFIC SIGNS-PR 178139	210-43120.610 Summer Const - Supplies	819.20	26986	01/17/20
24100	PERMA-LINE CORP OF NEW EN	01/09/20	Signs 178208	210-43120.610 Summer Const - Supplies	47.45	26986	01/17/20
05380	PURCHASE POWER	01/05/20	Postage 800090901050	210-41320.536 POSTAGE	49.08	26989	01/17/20

01/17/20

Town of Essex / Village of EJ Accounts Payable

Page 3 of 6

11:44 am

Check Warrant Report # 17182 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

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37430	R R CHARLEBOIS INC	12/23/19	Wipers ID71428	210-42220.432 VEHICLE MAINTENANCE	46.98	26990	01/17/20
37430	R R CHARLEBOIS INC	01/02/20	Wipers ID72223	210-42220.432 VEHICLE MAINTENANCE	-46.98	26990	01/17/20
42970	ROUSE TIRE SALES INC	10/30/19	repair flat tire 30094948	210-43110.432 R&M Services - Vehicles	979.77	26993	01/17/20
17505	SAND HILL SOLAR LLC	01/10/20	Vill Solar 12/6-1/7 213	210-41947.023 Electricity - Park St Sch	449.01	26997	01/17/20
17505	SAND HILL SOLAR LLC	01/10/20	Vill Solar 12/6-1/7 213	210-41947.023 Electricity - Park St Sch	50.61	26997	01/17/20
17505	SAND HILL SOLAR LLC	01/10/20	Vill Solar 12/6-1/7 213	210-41947.021 Electricity - Brownell	193.38	26997	01/17/20
17505	SAND HILL SOLAR LLC	01/10/20	Vill Solar 12/6-1/7 213	210-41947.022 Electricity - Fire Statio	90.32	26997	01/17/20
17505	SAND HILL SOLAR LLC	01/10/20	Vill Solar 12/6-1/7 213	210-41947.020 Electricity - 2 Lincoln S	90.32	26997	01/17/20
17505	SAND HILL SOLAR LLC	01/10/20	Vill Solar 12/6-1/7 213	210-43115.622 Electricity - St/Traffic	227.72	26997	01/17/20
17505	SAND HILL SOLAR LLC	01/10/20	Vill Solar 12/6-1/7 213	210-43110.622 ELECTRICAL SERVICE	48.62	26997	01/17/20
29835	SHERWIN-WILLIAMS	12/26/19	MPR Facelift Paint 4831-3	210-45220.610 SUPPLIES	77.40	26998	01/17/20
29835	SHERWIN-WILLIAMS	12/26/19	MPR Facelift Paint 4842-0	210-45220.610 SUPPLIES	31.79	26998	01/17/20
29835	SHERWIN-WILLIAMS	01/07/20	MPR FACELIFT Paint 5221-6	210-45220.610 SUPPLIES	243.02	26998	01/17/20
29835	SHERWIN-WILLIAMS	12/19/19	MPR Facelift Paint 8942-5	210-45220.610 SUPPLIES	111.78	26998	01/17/20
29835	SHERWIN-WILLIAMS	01/06/20	MPR Facelift Paint 9045-6	210-45220.610 SUPPLIES	177.18	26998	01/17/20
26925	STAPLES CREDIT PLAN	12/31/19	2 Part Forms 3435275729	210-42220.615 EMS SUPPLIES	52.60	27001	01/17/20
37680	TARRANT, GILLIES & RICHAR	12/31/19	Dec 2019 Richardson 13272	210-41320.330 OTHER PROFESSIONAL SERVIC	281.25	27005	01/17/20
36130	VERIZON WIRELESS	12/18/19	shared bill 9844461001	210-42220.535 TELEPHONE SERVICES	120.03	27011	01/17/20
36130	VERIZON WIRELESS	12/18/19	shared bill 9844461001	210-41970.535 TELEPHONE SERVICES	40.01	27011	01/17/20
23000	WHITCOMB	12/16/19	TYPE I STONE FILL 00704861	210-43120.610 Summer Const - Supplies	644.00	27018	01/17/20
V10462	MONAGHAN SAFAR DUCHAM PL	01/10/20	Dec 2019 Legal DEC2019	223-46802.005 Park Terr. ROW	747.00	26981	01/17/20
V10462	MONAGHAN SAFAR DUCHAM PL	01/10/20	Dec 2019 Legal DEC2019	223-46802.004 Road Res-Q	589.50	26981	01/17/20
07565	W B MASON CO INC	01/08/20	Dec office supplies C13055271/20	225-45122.610 OPERATIONAL SUPP/EXP	172.52	27017	01/17/20
25955	AT&T MOBILITY	12/23/19	EJRP Cell Phones 23108 1219	226-45120.535 Telephone	274.30	26915	01/17/20
19790	BURLINGTON CITY ARTS	12/30/19	Vac Camp Field Trip 123019D	226-45120.580 TRAVEL	55.00	26923	01/17/20

01/17/20

Town of Essex / Village of EJ Accounts Payable

Page 4 of 6

11:44 am

Check Warrant Report # 17182 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 01/17/20 To 01/17/20 & Fund 2

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
18025	CREATIVE DISPLAYS INC	11/05/19	Holiday Lights 44973	226-45115.610 SUPPLIES	1503.27	26938	01/17/20
42360	ECHO AT THE LEAHY CENTER	12/10/19	Vac Camp Field Trip 12129761	226-45120.580 TRAVEL	350.00	26947	01/17/20
19430	ELEGANT FLOORS LLC	01/02/20	Park St Bath Repairs CG000016	226-45121.610 SUPPLIES	220.00	26948	01/17/20
03520	ESSEX CINEMAS	12/31/19	Vac Camp Field Trip 123119D	226-45120.580 TRAVEL	227.50	26949	01/17/20
17190	EVOLUTION PRENATAL & FAMI	01/03/20	Enrichment Yoga Nov/Dec 010320D	226-45120.330 OTHER PROFESSIONAL SVCS	700.00	26951	01/17/20
21760	FIRST NATIONAL BANK OMAHA	11/25/19	EPR Credit Card November 0492 11/19	226-45115.610 SUPPLIES	22.90	26956	01/17/20
21760	FIRST NATIONAL BANK OMAHA	11/25/19	EPR Credit Card November 0492 11/19	226-45115.610 SUPPLIES	446.83	26956	01/17/20
21760	FIRST NATIONAL BANK OMAHA	11/25/19	EPR Credit Card November 0492 11/19	226-45115.610 SUPPLIES	213.90	26956	01/17/20
21760	FIRST NATIONAL BANK OMAHA	11/25/19	EPR Credit Card November 0492 11/19	226-45121.500 TRAINING, CONF, DUES	1026.52	26956	01/17/20
25585	JAY PEAK RESORT	12/27/19	Vac Camp Field Trip 7015005001	226-45120.580 TRAVEL	964.04	26972	01/17/20
24855	PETTY CASH - CAITLIN FAY	01/15/20	EJRP Petty Cash Reimburse 011520D	226-45120.610 SUPPLIES	114.79	26987	01/17/20
24855	PETTY CASH - CAITLIN FAY	01/15/20	EJRP Petty Cash Reimburse 011520D	226-45120.610 SUPPLIES	38.58	26987	01/17/20
24855	PETTY CASH - CAITLIN FAY	01/15/20	EJRP Petty Cash Reimburse 011520D	226-45115.330 OTHER PROFESSIONAL SVCS	60.00	26987	01/17/20
24855	PETTY CASH - CAITLIN FAY	01/15/20	EJRP Petty Cash Reimburse 011520D	226-45115.330 OTHER PROFESSIONAL SVCS	60.00	26987	01/17/20
20620	RASCO LAURA	01/03/20	Playgroup Coord December 010320D	226-45121.330 OTHER PROFESSIONAL SVCS	180.00	26991	01/17/20
24830	REINHART FOODSERVICE	01/06/20	VK Hiawatha Snack 278114	226-45120.610 SUPPLIES	128.10	26992	01/17/20
24830	REINHART FOODSERVICE	01/06/20	VK MSP Snack 279360	226-45120.610 SUPPLIES	216.41	26992	01/17/20
24830	REINHART FOODSERVICE	01/06/20	VK Summit Snack 279615	226-45120.610 SUPPLIES	191.91	26992	01/17/20
24830	REINHART FOODSERVICE	01/06/20	VK Summit Snack 279655	226-45120.610 SUPPLIES	23.50	26992	01/17/20
24830	REINHART FOODSERVICE	01/08/20	VK Summit Snack 280653	226-45120.610 SUPPLIES	14.10	26992	01/17/20
45825	SPARE TIME	12/30/19	Vac Camp Field Trip 005708	226-45120.580 TRAVEL	588.00	26999	01/17/20
23495	STUDENT TRANSPORTATION OF	12/16/19	Vac Camp Bus 70089233	226-45120.580 TRAVEL	193.09	27003	01/17/20
23495	STUDENT TRANSPORTATION OF	12/29/19	Vac Camp Buss Trips 70090944	226-45120.580 TRAVEL	1507.86	27003	01/17/20
23495	STUDENT TRANSPORTATION OF	12/31/19	Vac Camp Field Trip Bus 70091793	226-45120.580 TRAVEL	407.64	27003	01/17/20
07565	W B MASON CO INC	01/03/20	VK Supplies 206428208	226-45120.610 SUPPLIES	234.99	27017	01/17/20

01/17/20

Town of Essex / Village of EJ Accounts Payable

Page 5 of 6

11:44 am

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HPackard

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25715	DONALD L. HAMLIN CONSULT	12/03/19	Crescent Connector Oct 1 120319 12-83	230-46801.008 CRESCENT CONNECTOR	5220.66	26942	01/17/20
25715	DONALD L. HAMLIN CONSULT	12/03/19	Crescent Connector Phase 120319 18-81	230-46801.008 CRESCENT CONNECTOR	189.50	26942	01/17/20
V10462	MONAGHAN SAFAR DUCHAM PL	01/10/20	Dec 2019 Legal DEC2019	230-46801.008 CRESCENT CONNECTOR	4933.50	26981	01/17/20
V10462	MONAGHAN SAFAR DUCHAM PL	01/10/20	Dec 2019 Legal DEC2019	230-46801.008 CRESCENT CONNECTOR	561.00	26981	01/17/20
16000	FISHER AUTO PARTS	12/19/19	oil filter 293-275466	254-43200.610 SUPPLIES	2.83	26959	01/17/20
32035	GMWEA	01/14/20	GMWEA 2020 Membership Re Check reques	254-43200.500 TRAINING, CONFERENCES, DU	225.00	26964	01/17/20
05290	ADVANCE AUTO PARTS	01/07/20	magnetic tire gauges 552000730062	255-43200.570 MAINTENANCE OTHER	33.09	26909	01/17/20
05290	ADVANCE AUTO PARTS	01/13/20	CHP Spare Starter 552001330334	255-43200.570 MAINTENANCE OTHER	348.67	26909	01/17/20
42625	ALDRICH & ELLIOTT PC	01/08/20	Digester EQ design 78835	255-43330.015 Primary Digester Block Re	231.62	26911	01/17/20
33545	BURLINGTON TOOL REPAIR IN	12/19/19	Cut off Saw Cord replacem 62659	255-43200.570 MAINTENANCE OTHER	58.09	26924	01/17/20
11375	CASELLA WASTE MANAGEMENT	01/01/20	grit disposal 2988613	255-43200.565 GRIT DISPOSAL	976.98	26926	01/17/20
V10411	CLEAN WATERS, INC.	01/13/20	Charge - Pack 140 (2,290 10735	255-43200.619 CHEMICALS	3870.10	26932	01/17/20
38955	F W WEBB COMPANY	01/03/20	Digester boiler parts 65849897	255-43200.570 MAINTENANCE OTHER	385.49	26952	01/17/20
19005	FIRSTLIGHT FIBER	01/01/20	phones INTERNET 6461655	255-43200.535 TELEPHONE SERVICES	176.01	26957	01/17/20
16000	FISHER AUTO PARTS	12/19/19	oil filter 293-275466	255-43200.610 SUPPLIES	2.84	26959	01/17/20
32035	GMWEA	01/14/20	GMWEA 2020 Membership Re Check reques	255-43200.500 TRAINING, CONFERENCES, DU	45.00	26964	01/17/20
24785	GRAINGER	01/08/20	110 volt VFD 9404421183	255-43200.570 MAINTENANCE OTHER	183.12	26965	01/17/20
V10130	LOWE'S BUSINESS ACCOUNT	12/19/19	supplies 09662	255-43330.012 ALKALINITY CNTRL INSTALLA	66.16	26976	01/17/20
V10462	MONAGHAN SAFAR DUCHAM PL	01/10/20	Dec 2019 Legal DEC2019	255-43200.320 LEGAL SERVICES	1551.00	26981	01/17/20
V2159	SURPASS CHEMICAL CO INC	01/09/20	4829 gal Sodium Hypochlor 342433	255-43200.619 CHEMICALS	4220.55	27004	01/17/20
36130	VERIZON WIRELESS	12/18/19	shared bill 9844461001	255-43200.535 TELEPHONE SERVICES	145.00	27011	01/17/20
13055	VT ENVIRONMENTAL CONSORTI	07/23/19	CM VT Water Quality Conf 0002A	255-43200.500 TRAINING, CONFERENCES, DU	50.00	27013	01/17/20
07565	W B MASON CO INC	01/07/20	office paper 206524639	255-43200.610 SUPPLIES	29.99	27017	01/17/20
07565	W B MASON CO INC	01/08/20	Distilled Water 206594978	255-43200.618 SUPPLIES - LABORATORY	89.94	27017	01/17/20
16000	FISHER AUTO PARTS	12/19/19	oil filter 293-275466	256-43200.610 SUPPLIES	34.03	26959	01/17/20

01/17/20

Town of Essex / Village of EJ Accounts Payable

Page 6 of 6

11:44 am

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
17505	SAND HILL SOLAR LLC	01/10/20	Vill Solar 12/6-1/7 213	256-43220.002 WEST ST PS COSTS	109.49	26997	01/17/20
17505	SAND HILL SOLAR LLC	01/10/20	Vill Solar 12/6-1/7 213	256-43220.001 SUSIE WILSON PS COSTS	78.20	26997	01/17/20
17505	SAND HILL SOLAR LLC	01/10/20	Vill Solar 12/6-1/7 213	256-43200.622 ELECTRICAL SERVICE	32.67	26997	01/17/20
Report Total					59961.32		

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01/24/20
01:00 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17183 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 01/24/20 To 01/24/20 & Fund 2

Page 1 of 8
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14400	ABOVE AND BEYOND	01/16/20 CLEANING 4603	210-41943.020 Contractual Svc - 2 Linco	600.00	27020	01/24/20
14400	ABOVE AND BEYOND	01/16/20 CLEANING 4603	210-41943.021 Contractual Svcs - Browne	2212.75	27020	01/24/20
05290	ADVANCE AUTO PARTS	01/15/20 TRAILER LIGHT KIT 1 552001530409	210-43110.610 SUPPLIES	47.49	27021	01/24/20
05290	ADVANCE AUTO PARTS	01/15/20 Equalizer LED Bulb 1 EA 552001530410	210-43110.610 SUPPLIES	20.98	27021	01/24/20
05290	ADVANCE AUTO PARTS	01/22/20 VACUUM CONN ASST 552002241951	210-43110.610 SUPPLIES	4.34	27021	01/24/20
07305	AIRGAS USA LLC	01/21/20 Plasma cutter ends 9097348096	210-43110.610 SUPPLIES	251.20	27022	01/24/20
42665	AMAZON/SYNCB	01/10/20 MATERIALS AND SUPPLIES 006985 1/20	210-45551.640 ADULT COLLECTION-PRINT &	159.41	27024	01/24/20
42665	AMAZON/SYNCB	01/10/20 MATERIALS AND SUPPLIES 006985 1/20	210-45551.641 JUVEN COLLECTION-PRNT & E	18.98	27024	01/24/20
42665	AMAZON/SYNCB	01/10/20 MATERIALS AND SUPPLIES 006985 1/20	210-45551.610 SUPPLIES	190.02	27024	01/24/20
42665	AMAZON/SYNCB	01/10/20 MATERIALS AND SUPPLIES 006985 1/20	210-45551.837 CHILDRENS PROGRAMS	77.85	27024	01/24/20
42665	AMAZON/SYNCB	01/10/20 MATERIALS AND SUPPLIES 006985 1/20	210-49345.000 LIBRARY DONATION EXPENDIT	16.07	27024	01/24/20
07155	AMERICAN ROCK SALT CO LLC	01/09/20 Bulk Ice Control Salt 0628628	210-43125.610 WINTER MAINTENANCE	3413.66	27025	01/24/20
09345	BASIC	01/10/20 Annual Renewal 40-503954	210-41320.210 HEALTH INS & OTHER BENEFIT	75.00	27026	01/24/20
07465	BIBENS ACE HARDWARE INC	01/17/20 Fasteners 36783	210-43110.610 SUPPLIES	7.16	27027	01/24/20
V0210	BLACKSTONE AUDIOBOOKS	12/26/19 BOOKS 1157024	210-49346.001 ADULT COLLECTION-PRINT &	12.95	27028	01/24/20
00530	BRODART CO	12/31/19 BOOKS B5839665	210-49345.000 LIBRARY DONATION EXPENDIT	47.75	27029	01/24/20
00530	BRODART CO	01/02/20 BOOKS B5841307	210-45551.640 ADULT COLLECTION-PRINT &	55.75	27029	01/24/20
00530	BRODART CO	01/02/20 BOOKS B5841307	210-45551.610 SUPPLIES	1.60	27029	01/24/20
00530	BRODART CO	01/03/20 BOOKS B5842117	210-45551.640 ADULT COLLECTION-PRINT &	15.12	27029	01/24/20
00530	BRODART CO	01/03/20 BOOKS B5842117	210-45551.610 SUPPLIES	0.80	27029	01/24/20
00530	BRODART CO	01/03/20 BOOKS B5842205	210-45551.640 ADULT COLLECTION-PRINT &	14.04	27029	01/24/20
00530	BRODART CO	01/03/20 BOOKS B5842205	210-45551.610 SUPPLIES	0.80	27029	01/24/20
00530	BRODART CO	01/06/20 BOOKS B5842919	210-45551.641 JUVEN COLLECTION-PRNT & E	13.34	27029	01/24/20
00530	BRODART CO	01/06/20 BOOKS B5842919	210-45551.610 SUPPLIES	0.80	27029	01/24/20
00530	BRODART CO	01/06/20 BOOKS B5843056	210-49345.000 LIBRARY DONATION EXPENDIT	15.92	27029	01/24/20

01/24/20
01:00 pm

Town of Essex / Village of EJ Accounts Payable
Check Warrant Report # 17183 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 01/24/20 To 01/24/20 & Fund 2

Page 2 of 8

HPackard

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	BRODART CO	01/06/20	BOOKS B5843112	210-45551.641 JUVEN COLLECTION-PRNT & E	42.79	27029	01/24/20
00530	BRODART CO	01/06/20	BOOKS B5843112	210-45551.610 SUPPLIES	2.40	27029	01/24/20
00530	BRODART CO	01/13/20	BOOKS B5846878	210-45551.641 JUVEN COLLECTION-PRNT & E	5.93	27029	01/24/20
00530	BRODART CO	01/13/20	BOOKS B5846878	210-45551.610 SUPPLIES	0.80	27029	01/24/20
00530	BRODART CO	01/13/20	BOOKS B5846879	210-45551.640 ADULT COLLECTION-PRINT &	16.87	27029	01/24/20
00530	BRODART CO	01/13/20	BOOKS B5846879	210-45551.610 SUPPLIES	0.80	27029	01/24/20
00530	BRODART CO	01/13/20	BOOKS B5846912	210-45551.641 JUVEN COLLECTION-PRNT & E	21.70	27029	01/24/20
00530	BRODART CO	01/13/20	BOOKS B5846912	210-45551.610 SUPPLIES	1.60	27029	01/24/20
00530	BRODART CO	01/13/20	BOOKS B5847174	210-45551.641 JUVEN COLLECTION-PRNT & E	519.21	27029	01/24/20
00530	BRODART CO	01/13/20	BOOKS B5847174	210-45551.610 SUPPLIES	33.60	27029	01/24/20
00530	BRODART CO	01/13/20	BOOKS B5847191	210-45551.641 JUVEN COLLECTION-PRNT & E	17.26	27029	01/24/20
00530	BRODART CO	01/13/20	BOOKS B5847191	210-45551.610 SUPPLIES	1.60	27029	01/24/20
13800	BROWN DANIELLE M	01/07/20	YOUTH PROGRAMS 132020DB	210-49345.000 LIBRARY DONATION EXPENDIT	50.00	27030	01/24/20
03000	CARGILL SALT EASTERN INC	01/07/20	DEICER SALT ICE CNTRL BLK 2905186203	210-43125.610 WINTER MAINTENANCE	2525.30	27032	01/24/20
03000	CARGILL SALT EASTERN INC	01/09/20	DEICER SALT ICE CNTRL BLK 2905192422	210-43125.610 WINTER MAINTENANCE	2508.80	27032	01/24/20
03000	CARGILL SALT EASTERN INC	01/09/20	DEICER SALT ICE CNTRL BLK 2905192425	210-43125.610 WINTER MAINTENANCE	2478.25	27032	01/24/20
03000	CARGILL SALT EASTERN INC	01/13/20	DEICER SALT ICE CNTRL BLK 2905198612	210-43125.610 WINTER MAINTENANCE	5034.21	27032	01/24/20
V10633	CCI SOLUTIONS	01/07/20	SUPPLIES 30439785	210-45551.610 SUPPLIES	54.78	27034	01/24/20
07710	CCR SALES AND SERVICE LLC	01/22/20	36" snow shovel 44173	210-43110.610 SUPPLIES	116.00	27035	01/24/20
V04609	CENTER POINT LARGE PRINT	01/01/20	BOOKS 1750787	210-45551.640 ADULT COLLECTION-PRINT &	93.48	27036	01/24/20
V0461	CENTRAL BEVERAGE	12/31/19	NEWSPAPERS 1011122019CB	210-45551.640 ADULT COLLECTION-PRINT &	361.00	27037	01/24/20
12435	CHITTENDEN COUNTY FIRE MU	11/08/19	County Basic Class 110819DA	210-42220.500 TRAINING, CONFERENCES, DU	60.00	27038	01/24/20
23525	CLARK'S TRUCK CENTER INC	01/21/20	DEF 430042	210-43110.626 Vehicle Fuels	23.97	27040	01/24/20
17895	CLEAN NEST	12/31/19	MSP Cleaning December 8693	210-41943.026 Contractual Svcs - Maple	2275.00	27041	01/24/20
17895	CLEAN NEST	12/31/19	Park St Floor Wax 8697	210-41943.026 Contractual Svcs - Maple	504.00	27041	01/24/20

01/24/20

01:00 pm

Town of Essex / Village of EJ Accounts Payable

Page 3 of 8

Check Warrant Report # 17183 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 01/24/20 To 01/24/20 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
04940	COMCAST	01/12/20 Cable,internet 1/19-2/18/	210-43110.610	209.65	27042	01/24/20
		0091811 1/20	SUPPLIES			
V9941	COMMERCIAL CARD SVCS	01/09/20 DECEMBER MONTHLY NEWSPAPE	210-45551.640	50.00	27043	01/24/20
		010320N	ADULT COLLECTION-PRINT &			
V9941	COMMERCIAL CARD SVCS	01/09/20 NOV MONTHLY NEWSPAPERS BR	210-45551.640	50.00	27043	01/24/20
		120919B	ADULT COLLECTION-PRINT &			
V9941	COMMERCIAL CARD SVCS	12/14/19 Flag Rope	210-41942.022	27.42	27043	01/24/20
		121419	R&M Bldg - Fire Station			
V9941	COMMERCIAL CARD SVCS	12/23/19 Homeless Training	210-45551.500	323.10	27043	01/24/20
		718587841	TRAINING, CONFERENCES, DU			
V9941	COMMERCIAL CARD SVCS	12/10/19 EMPLOYEE PARTY OFFICE	210-41320.610	1.99	27043	01/24/20
		ACMOOR121019	SUPPLIES			
V9941	COMMERCIAL CARD SVCS	12/10/19 EMPLOYEE PARTY OFFICE	210-41320.835	20.71	27043	01/24/20
		ACMOOR121019	HOLIDAY EXPENSE			
V9941	COMMERCIAL CARD SVCS	12/05/19 EMPLOYEE PARTY SUPPLIES	210-41320.835	8.48	27043	01/24/20
		AMAZ20191205	HOLIDAY EXPENSE			
V9941	COMMERCIAL CARD SVCS	12/05/19 EVENT SUPPLIES/HOLIDAY PA	210-41320.835	39.32	27043	01/24/20
		AMAZ2019120A	HOLIDAY EXPENSE			
V9941	COMMERCIAL CARD SVCS	12/05/19 EVENT SUPPLIES/HOLIDAY PA	210-41320.610	17.96	27043	01/24/20
		AMAZ2019120A	SUPPLIES			
V9941	COMMERCIAL CARD SVCS	12/09/19 EMPLOYEE PARTY OFFICE SU	210-41320.835	16.07	27043	01/24/20
		DOLLAR121919	HOLIDAY EXPENSE			
V9941	COMMERCIAL CARD SVCS	12/09/19 EMPLOYEE PARTY OFFICE SU	210-41946.020	5.50	27043	01/24/20
		DOLLAR121919	Gen Supplies - 2 Lincoln			
V9941	COMMERCIAL CARD SVCS	01/02/20 DARBY'S FAREWELL	210-15101.000	94.00	27043	01/24/20
		DOMINO'S0102	EXCHANGE - GENERAL			
V9941	COMMERCIAL CARD SVCS	01/02/20 DARBY'S FAREWELL	210-41320.560	9.96	27043	01/24/20
		DOMINO'S0102	TRUSTEES EXPENDITURES			
V9941	COMMERCIAL CARD SVCS	12/18/19 EMPLOYEE HOLIDAY PARTY	210-41320.835	22.39	27043	01/24/20
		HANN20191218	HOLIDAY EXPENSE			
V9941	COMMERCIAL CARD SVCS	12/17/19 TRUSTEES PUBLIC HEARING	210-41320.560	22.84	27043	01/24/20
		MAC'S 201912	TRUSTEES EXPENDITURES			
V9941	COMMERCIAL CARD SVCS	01/20/20 SUBSCRIPTION FOR PHOTOSTO	210-41320.530	14.50	27043	01/24/20
		SHUTTER 0101	COMMUNICATIONS			
V9941	COMMERCIAL CARD SVCS	12/09/19 EMPLOYEE PARTY SUPPLIES	210-41320.835	19.42	27043	01/24/20
		XMAS SHOP120	HOLIDAY EXPENSE			
V9941	COMMERCIAL CARD SVCS	12/09/19 EMPLOYEE PARTY SUPPLIES	210-41320.610	3.24	27043	01/24/20
		XMAS SHOP120	SUPPLIES			
38280	CRYSTAL ROCK BOTTLED WATE	01/07/20 Water	210-45110.610	72.50	27045	01/24/20
		17752734120	SUPPLIES			
06240	CULTIVATED CONTENT & MARK	01/09/20 Communications Services D	210-45110.330	1083.50	27046	01/24/20
		1008	OTHER PROFESSIONAL SVCS			
23215	ESSEX EQUIPMENT INC	01/15/20 Flagging, soapstone	210-43110.610	8.86	27050	01/24/20
		107381940001	SUPPLIES			
21150	FINDAWAY LLC	11/27/19 BOOKS	210-49345.000	909.94	27052	01/24/20
		306440	LIBRARY DONATION EXPENDIT			
19005	FIRSTLIGHT FIBER	01/01/20 TECH AND PHONE ACCESS	210-45551.530	48.69	27054	01/24/20
		6461767	TECHNOLOGY ACCESS			
19005	FIRSTLIGHT FIBER	01/01/20 TECH AND PHONE ACCESS	210-41945.021	83.25	27054	01/24/20
		6461767	Telephone - Brownell			

01/24/20

Town of Essex / Village of EJ Accounts Payable

Page 4 of 8

01:00 pm

Check Warrant Report # 17183 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 01/24/20 To 01/24/20 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19005	FIRSTLIGHT FIBER	01/15/20 Phone svc hgwy village 12 6556858	210-43110.530 Communications	35.52	27055	01/24/20
07010	GREEN MOUNTAIN POWER CORP	01/08/20 Dec 2019 solar power acco 010820DA	210-41947.020 Electricity - 2 Lincoln S	577.63	27057	01/24/20
07010	GREEN MOUNTAIN POWER CORP	01/08/20 Dec 2019 solar power acco 010820DA	210-41947.022 Electricity - Fire Statio	577.63	27057	01/24/20
07010	GREEN MOUNTAIN POWER CORP	01/08/20 Dec 2019 solar power acco 010820DA	210-43110.622 ELECTRICAL SERVICE	356.21	27057	01/24/20
07010	GREEN MOUNTAIN POWER CORP	01/08/20 Dec 2019 solar power acco 010820DA	210-41947.021 Electricity - Brownell	934.83	27057	01/24/20
07010	GREEN MOUNTAIN POWER CORP	01/08/20 Dec 2019 solar power acco 010820DA	210-43115.622 Electricity - St/Traffic	455.84	27057	01/24/20
07010	GREEN MOUNTAIN POWER CORP	01/08/20 Dec 2019 solar power acco 010820DA	210-43115.622 Electricity - St/Traffic	34.43	27057	01/24/20
07010	GREEN MOUNTAIN POWER CORP	01/08/20 Dec 2019 solar power acco 010820DA	210-41947.023 Electricity - Park St Sch	300.43	27057	01/24/20
07010	GREEN MOUNTAIN POWER CORP	01/13/20 Dec Jan Electric bills 0206201/20	210-43115.622 Electricity - St/Traffic	10624.20	27058	01/24/20
14910	GROTEN RAPHAEL	12/20/19 YOUTH PROGRAMS 12202019RG	210-49345.000 LIBRARY DONATION EXPENDIT	150.00	27062	01/24/20
V9454	LENNY'S SHOE & APP	01/14/20 Uniform 3294440	210-43110.612 UNIFORMS,BOOTS,ETC	139.97	27067	01/24/20
V9454	LENNY'S SHOE & APP	01/15/20 uniform bib troy 3294538	210-43110.612 UNIFORMS,BOOTS,ETC	99.00	27067	01/24/20
14025	LINCOLN NATIONAL LIFE INS	01/11/20 Life Vill Feb 2020 020120V	210-41320.210 HEALTH INS & OTHER BENEFI	118.20	27069	01/24/20
14025	LINCOLN NATIONAL LIFE INS	01/11/20 Life Vill Feb 2020 020120V	210-41510.210 Group Insurance	40.61	27069	01/24/20
14025	LINCOLN NATIONAL LIFE INS	01/11/20 Life Vill Feb 2020 020120V	210-43110.210 HEALTH INS & OTHER BENEFI	133.86	27069	01/24/20
14025	LINCOLN NATIONAL LIFE INS	01/11/20 Life Vill Feb 2020 020120V	210-43151.210 HEALTH INS & OTHER BENEFI	21.65	27069	01/24/20
14025	LINCOLN NATIONAL LIFE INS	01/11/20 Life Vill Feb 2020 020120V	210-45551.210 HEALTH INS & OTHER BENEFI	243.60	27069	01/24/20
14025	LINCOLN NATIONAL LIFE INS	01/11/20 Life Vill Feb 2020 020120V	210-41970.210 HEALTH INS & OTHER BENEFI	81.20	27069	01/24/20
14025	LINCOLN NATIONAL LIFE INS	01/11/20 Life Vill Feb 2020 020120V	210-45110.210 HEALTH INS & OTHER BENEFI	162.40	27069	01/24/20
14025	LINCOLN NATIONAL LIFE INS	01/11/20 Life Vill Feb 2020 020120V	210-45220.210 HEALTH INS & OTHER BENEFI	78.73	27069	01/24/20
25625	LOWE'S - 1080	01/02/20 EJPJ Lowes December 4191080 120	210-45220.610 SUPPLIES	124.56	27071	01/24/20
04040	LUCKY'S TRAILER SALES INC	01/15/20 Gear belt,spinner motor,p PC42568	210-43110.432 R&M Services - Vehicles	387.79	27073	01/24/20
23320	MURTIE GEORGE	01/18/20 LIVE MUSIC FOR EMPLOYEE P 122019 EMP P	210-41320.835 HOLIDAY EXPENSE	16.50	27076	01/24/20
23080	MVP HEALTH CARE INC	01/11/20 Health Vill Feb 2020 020120V	210-41320.210 HEALTH INS & OTHER BENEFI	5494.83	27078	01/24/20
23080	MVP HEALTH CARE INC	01/11/20 Health Vill Feb 2020 020120V	210-43110.210 HEALTH INS & OTHER BENEFI	5047.69	27078	01/24/20

01/24/20

Town of Essex / Village of EJ Accounts Payable

Page 5 of 8

01:00 pm

Check Warrant Report # 17183 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 01/24/20 To 01/24/20 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23080	MVP HEALTH CARE INC	01/11/20 Health Vill Feb 2020 020120V	210-43151.210 HEALTH INS & OTHER BENEFI	871.26	27078	01/24/20
23080	MVP HEALTH CARE INC	01/11/20 Health Vill Feb 2020 020120V	210-45551.210 HEALTH INS & OTHER BENEFI	6394.35	27078	01/24/20
23080	MVP HEALTH CARE INC	01/11/20 Health Vill Feb 2020 020120V	210-41970.210 HEALTH INS & OTHER BENEFI	1303.64	27078	01/24/20
23080	MVP HEALTH CARE INC	01/11/20 Health Vill Feb 2020 020120V	210-45110.210 HEALTH INS & OTHER BENEFI	7326.44	27078	01/24/20
23080	MVP HEALTH CARE INC	01/11/20 Health Vill Feb 2020 020120V	210-45220.210 HEALTH INS & OTHER BENEFI	1258.01	27078	01/24/20
06675	NATIONAL BUSINESS TECHNOL	01/22/20 Copier usages 12/18-1/17/ IN351021	210-45551.442 Rental of Equipment	1.86	27080	01/24/20
06675	NATIONAL BUSINESS TECHNOL	01/22/20 Copier usages 12/18-1/17/ IN351021	210-45551.442 Rental of Equipment	28.99	27080	01/24/20
06675	NATIONAL BUSINESS TECHNOL	01/22/20 Copier usages 12/18-1/17/ IN351021	210-43110.442 EQUIPMENT RENTALS	0.89	27080	01/24/20
06675	NATIONAL BUSINESS TECHNOL	01/22/20 Copier usages 12/18-1/17/ IN351021	210-41320.442 LEASED SERVICES	22.62	27080	01/24/20
38540	NATIONAL RECREATION & PAR	01/15/20 CPRP Renewal Pat Ivory 011520D	210-45110.500 TRAINING, CONF, DUES	65.00	27081	01/24/20
37605	NEW ENGLAND MUNICIPAL RES	01/20/20 Year End PR Webinar 44971	210-41510.560 Dues/Subscriptions/Meetin	15.00	27083	01/24/20
24960	NORTHEAST DELTA DENTAL	01/15/20 Dental Vill Feb 2020 020120V	210-41320.210 HEALTH INS & OTHER BENEFI	401.38	27086	01/24/20
24960	NORTHEAST DELTA DENTAL	01/15/20 Dental Vill Feb 2020 020120V	210-41510.210 Group Insurance	70.86	27086	01/24/20
24960	NORTHEAST DELTA DENTAL	01/15/20 Dental Vill Feb 2020 020120V	210-43110.210 HEALTH INS & OTHER BENEFI	358.28	27086	01/24/20
24960	NORTHEAST DELTA DENTAL	01/15/20 Dental Vill Feb 2020 020120V	210-43151.210 HEALTH INS & OTHER BENEFI	52.03	27086	01/24/20
24960	NORTHEAST DELTA DENTAL	01/15/20 Dental Vill Feb 2020 020120V	210-45551.210 HEALTH INS & OTHER BENEFI	483.68	27086	01/24/20
24960	NORTHEAST DELTA DENTAL	01/15/20 Dental Vill Feb 2020 020120V	210-41970.210 HEALTH INS & OTHER BENEFI	74.38	27086	01/24/20
24960	NORTHEAST DELTA DENTAL	01/15/20 Dental Vill Feb 2020 020120V	210-45110.210 HEALTH INS & OTHER BENEFI	472.23	27086	01/24/20
24960	NORTHEAST DELTA DENTAL	01/15/20 Dental Vill Feb 2020 020120V	210-45220.210 HEALTH INS & OTHER BENEFI	70.86	27086	01/24/20
43435	NORTRAX (PARTS)	01/13/20 Loader rubber edge 1991568	210-43110.432 R&M Services - Vehicles	640.86	27087	01/24/20
V10729	OVERDRIVE INC	12/31/19 BOOKS 01459DA1925	210-45551.641 JUVEN COLLECTION-PRNT & E	50.00	27091	01/24/20
23855	SOUTHWORTH-MILTON, INC.	01/13/20 ADV10 1 GAL hyd oil 2218250A	210-43110.626 Vehicle Fuels	67.35	27098	01/24/20
V2124	STAPLES ADVANTAGE	01/11/20 January supply order 3435973589	210-45551.610 SUPPLIES	117.47	27099	01/24/20
21000	UNIFIRST CORPORATION	01/15/20 REPLACE MATS AT 2 LINCOLN 0361986857	210-41942.020 R&M Bldg - 2 Lincoln St	85.16	27103	01/24/20
21230	VISION SERVICE PLAN (CT)	01/19/20 Vision Village Feb 20 020120V	210-41320.210 HEALTH INS & OTHER BENEFI	73.21	27104	01/24/20

01/24/20

Town of Essex / Village of EJ Accounts Payable

Page 6 of 8

01:00 pm

Check Warrant Report # 17183 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01(GENERAL FUND) All check #s 01/24/20 To 01/24/20 & Fund 2

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
21230	VISION SERVICE PLAN (CT)	01/19/20	Vision Village Feb 20 020120V	210-41510.210 Group Insurance	13.61	27104	01/24/20
21230	VISION SERVICE PLAN (CT)	01/19/20	Vision Village Feb 20 020120V	210-43110.210 HEALTH INS & OTHER BENEFIT	67.94	27104	01/24/20
21230	VISION SERVICE PLAN (CT)	01/19/20	Vision Village Feb 20 020120V	210-43151.210 HEALTH INS & OTHER BENEFIT	10.00	27104	01/24/20
21230	VISION SERVICE PLAN (CT)	01/19/20	Vision Village Feb 20 020120V	210-45551.210 HEALTH INS & OTHER BENEFIT	94.78	27104	01/24/20
21230	VISION SERVICE PLAN (CT)	01/19/20	Vision Village Feb 20 020120V	210-41970.210 HEALTH INS & OTHER BENEFIT	18.76	27104	01/24/20
21230	VISION SERVICE PLAN (CT)	01/19/20	Vision Village Feb 20 020120V	210-45110.210 HEALTH INS & OTHER BENEFIT	86.81	27104	01/24/20
21230	VISION SERVICE PLAN (CT)	01/19/20	Vision Village Feb 20 020120V	210-45220.210 HEALTH INS & OTHER BENEFIT	13.61	27104	01/24/20
22040	VT DEPT OF MOTOR VEHICLES	01/17/20	Replacement Plate AAP227	210-43110.432 R&M Services - Vehicles	9.00	27106	01/24/20
07565	W B MASON CO INC	01/08/20	Office Supplies 206588960	210-45110.610 SUPPLIES	157.99	27110	01/24/20
06675	NATIONAL BUSINESS TECHNOL	01/22/20	Copier usages 12/18-1/17/ IN351021	225-45122.442 Rental of Equipment	75.08	27080	01/24/20
21000	UNIFIRST CORPORATION	01/15/20	Mats 0361986908	225-45122.330 OTHER PROF SERVICES	68.85	27103	01/24/20
27590	CATAMOUNT COLOR (OFFSET H	01/10/20	EJRP Summer Camp Brochure 9292	226-45110.550 PRINTING & ADVERTISING	782.00	27033	01/24/20
14025	LINCOLN NATIONAL LIFE INS	01/11/20	Life Vill Feb 2020 020120V	226-45120.210 HEALTH INS & OTHER BENEFIT	201.48	27069	01/24/20
14025	LINCOLN NATIONAL LIFE INS	01/11/20	Life Vill Feb 2020 020120V	226-45121.210 HEALTH INS & OTHER BENEFIT	157.27	27069	01/24/20
25625	LOWE'S - 1080	01/02/20	EJRP Lowes December 4191080 120	226-45121.610 SUPPLIES	646.00	27071	01/24/20
23080	MVP HEALTH CARE INC	01/11/20	Health Vill Feb 2020 020120V	226-45120.210 HEALTH INS & OTHER BENEFIT	2607.28	27078	01/24/20
23080	MVP HEALTH CARE INC	01/11/20	Health Vill Feb 2020 020120V	226-45121.210 HEALTH INS & OTHER BENEFIT	4966.86	27078	01/24/20
06675	NATIONAL BUSINESS TECHNOL	01/22/20	Copier usages 12/18-1/17/ IN351021	226-45110.442 Equipment Rentals	110.99	27080	01/24/20
24960	NORTHEAST DELTA DENTAL	01/15/20	Dental Vill Feb 2020 020120V	226-45120.210 HEALTH INS & OTHER BENEFIT	152.28	27086	01/24/20
24960	NORTHEAST DELTA DENTAL	01/15/20	Dental Vill Feb 2020 020120V	226-45121.210 HEALTH INS & OTHER BENEFIT	341.96	27086	01/24/20
24830	REINHART FOODSERVICE	01/13/20	VK MSP Snack 281721	226-45120.610 SUPPLIES	80.26	27093	01/24/20
24830	REINHART FOODSERVICE	01/13/20	Enrichment Snack 281838	226-45120.610 SUPPLIES	124.30	27093	01/24/20
24830	REINHART FOODSERVICE	01/13/20	VK Hiawatha Snack 282256	226-45120.610 SUPPLIES	104.81	27093	01/24/20
24830	REINHART FOODSERVICE	01/13/20	VK Summit Snack 283689	226-45120.610 SUPPLIES	65.54	27093	01/24/20
21230	VISION SERVICE PLAN (CT)	01/19/20	Vision Village Feb 20 020120V	226-45120.210 HEALTH INS & OTHER BENEFIT	56.28	27104	01/24/20

01/24/20

Town of Essex / Village of EJ Accounts Payable

Page 7 of 8

01:00 pm

Check Warrant Report # 17183 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 01/24/20 To 01/24/20 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
21230	VISION SERVICE PLAN (CT)	01/19/20 Vision Village Feb 20 020120V	226-45121.210 HEALTH INS & OTHER BENEFI	67.56	27104	01/24/20
07565	W B MASON CO INC	01/10/20 Vac Camp Supplies 206685997	226-45120.610 SUPPLIES	13.78	27110	01/24/20
36240	DUBOIS & KING INC	10/29/19 Crescent Connector 9/13-1 62	230-46801.008 CRESCENT CONNECTOR	31472.87	27048	01/24/20
36240	DUBOIS & KING INC	11/26/19 Crescent Connector 10/25- 63	230-46801.008 CRESCENT CONNECTOR	19796.78	27048	01/24/20
36240	DUBOIS & KING INC	01/09/20 Crescent Connector STP 53 64	230-46801.008 CRESCENT CONNECTOR	34233.06	27048	01/24/20
05590	STONE ENVIRONMENTAL INC	01/14/20 Phosphorus Control Plan, 13229	230-46801.725 CA0530 Phosphorus Control	810.68	27100	01/24/20
07010	GREEN MOUNTAIN POWER CORP	01/13/20 Dec Jan Electric bills 0206201/20	254-43200.622 ELECTRICAL SERVICE	90.11	27058	01/24/20
14025	LINCOLN NATIONAL LIFE INS	01/11/20 Life Vill Feb 2020 020120V	254-43200.210 HEALTH INS & OTHER BENEFI	100.93	27069	01/24/20
23080	MVP HEALTH CARE INC	01/11/20 Health Vill Feb 2020 020120V	254-43200.210 HEALTH INS & OTHER BENEFI	4526.23	27078	01/24/20
24960	NORTHEAST DELTA DENTAL	01/15/20 Dental Vill Feb 2020 020120V	254-43200.210 HEALTH INS & OTHER BENEFI	261.89	27086	01/24/20
21230	VISION SERVICE PLAN (CT)	01/19/20 Vision Village Feb 20 020120V	254-43200.210 HEALTH INS & OTHER BENEFI	48.71	27104	01/24/20
V10347	J.C. EHRLICH	01/13/20 COMMERCIAL PEST GENERAL M 5407610	255-43200.570 MAINTENANCE OTHER	74.00	27065	01/24/20
14025	LINCOLN NATIONAL LIFE INS	01/11/20 Life Vill Feb 2020 020120V	255-43200.210 HEALTH INS & OTHER BENEFI	209.19	27069	01/24/20
34995	MCMASTER CARR SUPPLY CO	01/10/20 Pilot pump o-ring skim ki 27626025	255-43200.570 MAINTENANCE OTHER	34.49	27074	01/24/20
23080	MVP HEALTH CARE INC	01/11/20 Health Vill Feb 2020 020120V	255-43200.210 HEALTH INS & OTHER BENEFI	7569.79	27078	01/24/20
06675	NATIONAL BUSINESS TECHNOL	01/22/20 Copier usages 12/18-1/17/ IN351021	255-43200.442 Rental of Equipment	32.35	27080	01/24/20
V97100	NEBRA	01/20/20 NEBRA renewal plus PFAS 2609	255-43200.500 TRAINING, CONFERENCES, DU	1250.00	27082	01/24/20
24960	NORTHEAST DELTA DENTAL	01/15/20 Dental Vill Feb 2020 020120V	255-43200.210 HEALTH INS & OTHER BENEFI	517.08	27086	01/24/20
V2093	SLACK CHEMICAL COMPANY IN	01/08/20 2701 G Sodium Bisulfite 3 397127	255-43200.619 CHEMICALS	3910.90	27097	01/24/20
21230	VISION SERVICE PLAN (CT)	01/19/20 Vision Village Feb 20 020120V	255-43200.210 HEALTH INS & OTHER BENEFI	96.97	27104	01/24/20
07010	GREEN MOUNTAIN POWER CORP	01/08/20 Dec 2019 solar power acco 010820DA	256-43200.622 ELECTRICAL SERVICE	900.67	27057	01/24/20
07010	GREEN MOUNTAIN POWER CORP	01/08/20 Dec 2019 solar power acco 010820DA	256-43220.001 SUSIE WILSON PS COSTS	557.09	27057	01/24/20
07010	GREEN MOUNTAIN POWER CORP	01/08/20 Dec 2019 solar power acco 010820DA	256-43220.002 WEST ST PS COSTS	761.13	27057	01/24/20
07010	GREEN MOUNTAIN POWER CORP	01/13/20 Dec Jan Electric bills 0206201/20	256-43200.622 ELECTRICAL SERVICE	558.90	27058	01/24/20
14025	LINCOLN NATIONAL LIFE INS	01/11/20 Life Vill Feb 2020 020120V	256-43200.210 HEALTH INS & OTHER BENEFI	95.15	27069	01/24/20

01/24/20

Town of Essex / Village of EJ Accounts Payable

Page 8 of 8

01:00 pm

Check Warrant Report # 17183 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 01/24/20 To 01/24/20 & Fund 2

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23080	MVP HEALTH CARE INC	01/11/20	Health Vill Feb 2020 020120V	256-43200.210 HEALTH INS & OTHER BENEFIT	3234.33	27078	01/24/20
24960	NORTHEAST DELTA DENTAL	01/15/20	Dental Vill Feb 2020 020120V	256-43200.210 HEALTH INS & OTHER BENEFIT	175.92	27086	01/24/20
21230	VISION SERVICE PLAN (CT)	01/19/20	Vision Village Feb 20 020120V	256-43200.210 HEALTH INS & OTHER BENEFIT	33.98	27104	01/24/20
Report Total					196177.82		

...

From: Bridget Downey - Meyer

Sent: Saturday, January 18, 2020 11:15 AM

Subject: Gather at The Table

Dear Essex Junction Trustees,

On behalf of the Gather at the Table Team, THANK YOU so much for your support for our community dinner. We're so proud to report that we served, in collaboration with EWSD Child Nutrition Services, close to 500 meals to hungry and happy Essex and Westford families and, in addition, provided, thanks to Essex Junction Recreation and Parks, 3 1/2 hours of fun activities for all ages. The Gather Team is on a roll and will be brainstorming other community enhancing events for the future.

Thanks again,

Bridget Meyer, Cindy Dowman, Erin Knox, Lori Houghton, Liz Subin, Scott Fay, Annie Cooper and 40 other enthusiastic volunteers!!



Community Development Department

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

Office: (802) 878-6950
Fax: (802) 878-6946

MEMORANDUM

TO: Evan Teich, Unified Manager, Trustees
FROM: Robin Pierce, Community Development Director
DATE: January 27, 2020
SUBJECT: Village Center Development

The issue is to inform the Trustees about development in the Village Center District.

Discussion

Restaurants: A new restaurant, Sherpa Dahal, is planning to open in the former Firebird location on 163 Pearl Street in the near future.

New Buildings: The proposed building at 11 Park Street with a parking garage will come before the Planning Commission the third Thursday of February for Final approval. The developer has agreed to build back from the front property line (which they are entitled to do), this creates the possibility of a wider sidewalk at street level and a small open area in front of the entrances to the building at a higher level.

Land Acquisition. We are moving forward on acquiring the front section of 1 Main Street. Once the survey and deed have been completed the purchase will occur.

Cost

There is one cost item for the Village in this memo, the purchase of 1 Main Street which is \$60,000 plus associated costs for survey, deed, etc. The Trustees have already approved this purchase.

Recommendation

This is an information only memo.

VILLAGE DEVELOPMENT - LANDSCAPING STANDARDS

Last updated: January 24, 2020

APPLICATION REVIEW OR APPROVAL DATE	LOCATION	PRINCIPAL/BUSINESS	LANDSCAPE PLAN	CO ISSUED?	PROJECT STATUS	FUNDS IN LIEU OF LANDSCAPING	COMMUNITY DEVELOPMENT COMMENT
November 18,2019	11 Franklin Street	Major site plan amendment, removal of building D; construct 8,465 apt. building 44 units. Landscaping not equaling 2% of construction costs the difference shall be given to the Village for hard and soft landscaping in the Village Center District	Yes	No	Permit not issued		Permit not issued for construction
October 25,2019	9-11 Park Street	Final plan remove existing structures construct 9,830 s.f. 4 story mixed use building	Yes	No	PC has not reviewed applicaiton		Application is still in review process by staff
May 23,2019	4 - 36 Park Street Maple Street	3 Phase 1 of Master Plan 4 story mixed use building with 116 apts with reail/commercial on street levels. Applicant shall give a portion of funds not used for landscaping to Village (landscaping 2% of construction cost)	Yes	No	Permit issued to demo existing building		Permit not issued for construction
	106 Pearl St.	McDonald's					
July 25,2018	92 - 100 Pearl Street	Handy, Final Site plan approval 100 unit hotel with separate restaurant. Applicant shall give a portion of funds not used for landscaping to Village (landscaping 2% of construciton cost)	Yes	No	Permit issued to demo residential building only	\$401.79	part of an agreement between us and the property owners when they did a reskin of their building, really maintenance and repair. The funds should be available for trees along the Connector Road. Permit not issued for hotel or restaurant
February 9, 2018	35 Main Street	Final site plan demolition of existing restaurant; construct two-story building (restaurant first floor, 4 one bedroom apartments on second floor	Yes	Temp CO	Completed (exterior building and landscaping to be done)		
January 26, 2018	15 Park St.	Handy	yes	Temp CO until June 2020	Not finished		Not finished, Temporary CO issued
January 4, 2018	17 Park St.	Hinsdale	yes	No	Not started Approval expired		Not started, no CO issued. PC approval expired.

May 4, 2017	92-100 Pearl St.	Dollar General approved administratively after site plan denied.		No, change of use permit was issued			Plan never denied or approved. This was a change of use nothing more; no landscape Plan to review
March 16, 2017	1 Cherry St. Ext.	Mandeville. No landscape plan. Recommendation that \$ go to Village. Staff report defers to PC judgment. Still under construction as of Jan 2018.		No		Under construction	No CO issued for this property yet.
February 16, 2017	195-197 Pearl St.	Handy. Final site plan. Unused portion of landscape \$ to Village street trees. Ground not broke as of Jan 2018.	Yes	No		Not started	Not started
August 18, 2016	1 Jackson St.	Flex-A-Seal. Accept donation to Village Landscape Account is Staff recommendation.	Yes	No		Work not undertaken. Approval expired	Site Plan approval expired. No work undertaken. PC approval expired.
May 19, 2016	6 Franklin St.	B & C Buildings removed. 40 bedroom building added.	Yes	Yes		Completed	\$1,000 given to Village for Connector Road trees
June 4, 2016	81 Main St.	Essex Town Office. Work with staff on landscaping and dead tree removal.	Yes	Yes		Completed	CO issued. Will check with Aaron Martin on dead tree.
May 21, 2015	Summit Street School Entryway	Direction to save as much of current landscaping before replacing with new.	Yes	Yes		Completed	School District planted landscaping.
September 18, 2014	57 Main St.	AW Rich. "Proposed landscaping shall meet Staff approval before CO is issued."	Yes			Work not undertaken Approval expired	Site Plan approval expired. No work undertaken.
November 20, 2014	40 Park St.	Curt Montgomery et al. VCD/MCUD overlap	Yes	yes		Replanting New landscaping planted.	CO issued
June 19, 2014	56 Main St.	Feb 20, 2014 Staff report notes the project was to comply with 2% clause as one of the stipulations for permit.					Plants installed, a few have died. New shrubs have been planted.

Permits in 2013 included a two lot subdivision at 145 Maple St of which the developed lot is the Police Station, 4 Pearl St, and 38 Thasha Lane.
38 Thasha Lane complete with CO's issued.

Essex No. 19 Hydroelectric Project (FERC No. 2513) Relicensing Pre-Application Document Information Questionnaire

Green Mountain Power Corporation (GMP) is the licensee of the Essex No. 19 Hydroelectric Project (Project) in the Village of Essex Junction and Town of Williston, Chittenden County, Vermont (see attached map). The Project is located at river mile (RM) 17.6 on the mainstem of the Winooski River, which flows northwest into Lake Champlain. The Essex No. 19 Dam was constructed between 1913 and 1917, however, a dam has been at this location since the late 18th century. Two dams are located downstream of the Project, including Gorge No. 18 at RM 11.4 and Winooski One Dam (also called Chace Mill) at RM 10.4. Primary Project features include a 352-acre impoundment, 495-foot-long dam with a spillway, intake structure, underground penstocks, and a powerhouse containing 5 turbine-generator units with a total installed capacity of 8.05 megawatts. The Project is currently operated in a modified peaking mode with seasonal run-of-river operation, minimum flow releases, low-flow restrictions, ramping rates, and measures for upstream and downstream fish passage. Additionally, the Project received certification from the Low Impact Hydropower Institute in November 2018.

GMP, with assistance from HDR, is beginning the Federal Energy Regulatory Commission (FERC) relicensing process for the Project. Accordingly, GMP is preparing a Pre-Application Document (PAD), which provides FERC and other entities with existing, relevant, and reasonably available information pertaining to the Project.

This information is intended to help identify items of interest and related information needs, develop study requests and study plans, and prepare documents related to analyzing the relicensing application to be prepared by GMP. To prepare the PAD, GMP will use information in its possession and information obtained from others. This PAD Questionnaire will be used by GMP to help identify sources of existing, relevant, and reasonably available information that is not currently in GMP's possession.

Please return this completed questionnaire to Cate Russell by February 6, 2020, at cate.russell@hdrinc.com or HDR, 970 Baxter Boulevard, Suite 301, Portland, Maine 04103-5337. Comments and/or questions regarding this request may be sent to Cate Russell via email at cate.russell@hdrinc.com or via phone at (207) 775-4495. Not responding within 30 days indicates that you are not aware of any existing, relevant, and reasonably available information that describes the existing Project environment or known potential impacts of the Project.

GMP and HDR respectfully request the following information:

1. Information about the person completing the questionnaire:

Name & Title	James Juras Water Quality Supt
Organization	Village of Essex Jct
Address	2 Lincoln St Essex Jct, VT 05452-3685
Phone	(802) 878-6943 ext 101
Email Address	jim@essexjunction.org

Essex No. 19 Hydroelectric Project (FERC No. 2513)
Relicensing Pre-Application Document Information Questionnaire

2. Do you or your organization know of existing, relevant, and reasonably available information that describes the existing Essex No. 19 Hydroelectric Project's environment (i.e., information regarding the Winooski River at or close to the Essex No. 19 Hydroelectric Project)?

☐ Yes (If yes, please complete 2a through 2e)

☐ No (If no, please go to 3)

- a. If yes, please circle the specific resource area(s) that the information relates to:

- | | |
|---|---|
| <input type="checkbox"/> Geology and soils | <input type="checkbox"/> Recreation and land use |
| <input type="checkbox"/> Water resources | <input type="checkbox"/> Aesthetic resources |
| <input type="checkbox"/> Fish and aquatic resources | <input type="checkbox"/> Cultural resources |
| <input type="checkbox"/> Wildlife and botanical resources | <input type="checkbox"/> Socioeconomic resources |
| <input type="checkbox"/> Wetlands, riparian, and littoral habitat | <input type="checkbox"/> Tribal resources |
| <input type="checkbox"/> Rare, threatened, and endangered species | <input type="checkbox"/> Other resource information |

- b. Please briefly describe the information referenced above or list available documents (additional information may be provided on page 4 of this questionnaire).

Water Resources: Downstream, the discharge from the wastewater facility exists River mile 17.2
municipal water and sewer crossings Downstream
of the dam.
Recreational paths along the river.

2110 feet
Downstream of
GMP 19

- c. Where can GMP or HDR obtain this information?

NPDES Discharge permit VT0100111 State 3-1254
or Contact the facility at the number provided on
Page 1 of this Form

Essex No. 19 Hydroelectric Project (FERC No. 2513)

Relicensing Pre-Application Document Information Questionnaire

- d. Please indicate whether there is a specific representative you wish to designate for a potential follow-up contact by GMP's or HDR's representative for the resource area(s) checked above (*additional information may be provided on page 4 of this questionnaire*).

Representative Contact Information

Name & Title	Same as provided on page 1
Address	
Phone	
Email Address	

Name & Title	61
Address	
Phone	
Email Address	

- e. Based on the specific resources listed in 2a, are you aware of any specific issues or improvements pertaining to the identified resource area(s)? (*Additional information may be provided on page 4 of this questionnaire.*)

☐ Yes (*please list specific issues below*)

☐ No

Resource Area	Specific Issue

3. Do you or your organization plan to participate in the Project relicensing proceeding?

☐ Yes

☒ No At this time

Essex No. 19 Hydroelectric Project (FERC No. 2513)
Relicensing Pre-Application Document Information Questionnaire

We are interested in your comments. If you have comments and/or questions regarding the Essex No. 19 Hydroelectric Project, or the relicensing process, please provide below. In addition, this questionnaire has been sent to the people/organizations shown on the attached distribution list. Please let us know of anyone else you believe should receive this questionnaire that is not included on the attached distribution list.

Add

James Jutras
water Quality Supt
Village of Essex Junction
2 Lincoln St
Essex Junction, VT 05452
Email: jim@essexjunction.org

Dear Chittenden County Municipal Managers/Administrators/Clerks,

As many of you know, the CCRPC has begun work on the [Interstate 89 2050 Study](#). This broad-ranging study will look at the capacity of the Interstate and its interchanges in terms of safety and operation with recommendations for the future. The implementation plan will be developed and considered in the context of the broader [2018 ECOS Plan](#).

We've scheduled a series of public meetings as follows and wanted to make sure your City Council/Selectboard/Trustees are aware of these opportunities for the public to provide comment on issues and the initial draft vision, goals, and objectives of the Study:

I-89 PUBLIC MEETING SCHEDULE – ROUND 1 (All meetings 6-8PM)

Public Meeting: Thursday, January 30th: South Burlington City Hall, 6-8PM

Public Meeting: Thursday, February 13th: Williston Town Hall, 6-8PM

Public Meeting: Wednesday, March 11th: Winooski City Hall, 6-8PM

If you would like us to visit your municipal legislative body between now and the end of March to introduce you to the project and hear directly from you and your residents, please let me know.

Thank you for consideration and assistance.

Best regards,
Charlie

*Charlie Baker, Executive Director
Chittenden County Regional Planning Commission*

MEETING SCHEDULES

01/24/2020

TOWN SELECTBOARD MEETINGS		VILLAGE TRUSTEES MEETINGS	JOINT MEETINGS
			
January 27, 2020—7:00 PM		SB Special, Charter Amendment Hearing, Essex High School	
January 28, 2020—6:30 PM		VB Regular	
February 3, 2020—7:00 PM		SB Regular, Charter Amendment Hearing, Essex High School	
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	

January 2020

SB = Town Selectboard

VB = Village Board of Trustees

JT = Joint Meeting of SB and VB



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 New Year's Day OFFICES CLOSED	2	3	4
5	6 SB Budget Day 8:00 AM	7	8	9	10	11
12	13 SB Regular, Budget Mtg 7:00 PM	14 VB Regular 6:30 PM JT Special 7:15 PM	15	16 JT Governance Sub 7:00 PM, 81 Main	17	18
19	20 Martin Luther King Jr. OFFICES CLOSED	21 SB Regular, Budget Public Hearing, 7:00 PM JT Special 7:45 PM	22	23 JT Governance Sub 7:00 PM, 2 Lincoln	24	25
26	27 SB Special, Charter Amendment Hearing, Essex High School 7:00 PM	28 VB Regular 6:30 PM	29	30	31	1
2	3	Notes				

February 2020

SB = Town Selectboard

VB = Village Board of Trustees

JT = Joint Meeting of SB and VB



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3 SB Regular 7:00 PM Charter Amend. Hearing Essex High School JT Special 7:45 PM	4	5	6	7	8
9	10	11 VB Regular 6:30 PM	12	13 JT Governance Sub 7:00 PM, 2 Lincoln	14	15
16	17 President's Day OFFICES CLOSED	18 SB Regular 7:00 PM	19	20	21	22
23	24	25 VB Regular 6:30 PM JT Special 7:15 PM	26	27	28	29
1	2	Notes				