



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

Online
Essex Junction, VT 05452
Tuesday, June 23, 2020
6:30 PM

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Phone: (802) 878-6951

Due to the Covid-19 pandemic, **this meeting will be held remotely**. Available options to watch or join the meeting:

- The meeting will be live-streamed on [Town Meeting TV](#).
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- Join via conference call (*audio only*): (802) 377-3784 | Conference ID: 317 917 324#
- For the purpose of recording minutes, you will be asked to provide your first and last name.
- When listening to the meeting, please keep your phone or computer on “mute” as to prevent interruptions during the meeting. For agenda items when it is appropriate for the public to speak, please unmute your phone or computer and introduce yourself before requesting the floor from the President.

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
 - a. Comments from Public on Items Not on Agenda
5. **PUBLIC HEARING**
 - a. Public Hearing (second of two) on Fiscal Year 2021 Proposed Utility Rates
6. **BUSINESS ITEMS**
 - a. Adopt Fiscal Year 2021 Utility Rates—Sarah Macy
 - b. Approve next steps on 1 Main St. park design and construction—Robin Pierce
 - c. *Approve pay scale amendments to Personnel Regulations—Travis Sabatasso
 - d. *Discussion and possible action to execute the Essex Junction Employee Association contract
7. **CONSENT ITEMS**
 - a. Approve minutes: June 8, 2020; June 9, 2020
 - b. Check Warrant #17203—06/12/2020; #17204—06/19/2020
8. **READING FILE**
 - a. Board Member Comments
 - b. Memo from James Jutras re: Densmore Drive Engineering Services Change Order #2
 - c. Memo from James Jutras re Densmore Drive Culvert
 - d. Upcoming meeting schedule
9. **EXECUTIVE SESSION**
 - a. *An executive session is anticipated for contracts and labor relations agreements with employees
10. **ADJOURN**

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Certification: 06/19/2020
Date Posted


Initials

FY21 Water, Wastewater, and Sanitation Rate Setting

2nd Public Hearing – June 23, 2020

Village Combined Utility Rates

FY20 Combined Rates

- Usage .0343/c.f.
- Fixed Charge \$308.64/year
- Increase over FY19 8.2%
- Cost to average user \$508.95 per year or \$42.41 per month when using 120 gallons per day

FY21 Proposed Combined Rates

- Usage .0365/c.f.
- Fixed Charge \$330.97/year
- Increase over FY20 6.9%
- Cost to average user \$544.13 per year or \$45.34 per month when using 120 gallons per day

History – Annual Average Cost and Rates

Utility Charges Comparison					
<i>Residential Property using 120 gallons/Day</i>					
	FY17	FY18	FY19	FY20	FY21
Water					
Fixed Charge, annual	\$ 90.64	\$ 94.24	\$ 100.12	\$ 107.44	\$ 114.39
Usage (120 Gal/day, 5840 c.f./yr)	\$ 91.69	\$ 96.94	\$ 102.20	\$ 109.79	\$ 115.63
Total	\$ 182.33	\$ 191.18	\$ 202.32	\$ 217.23	\$ 230.02
\$ Change	\$ 2.41	\$ 8.86	\$ 11.14	\$ 14.91	\$ 12.79
% Change	1.34%	4.86%	5.82%	7.37%	5.89%
WWTF					
Fixed Charge, annual	\$ 98.12	\$ 88.32	\$ 94.24	\$ 103.28	\$ 113.95
Usage (120 Gal/day, 5840 c.f./yr)	\$ 53.73	\$ 49.06	\$ 51.39	\$ 57.23	\$ 62.49
Total	\$ 151.85	\$ 137.38	\$ 145.63	\$ 160.51	\$ 176.44
\$ Change	\$ (11.14)	\$ (14.47)	\$ 8.26	\$ 14.88	\$ 15.93
% Change	-6.84%	-9.53%	6.01%	10.22%	9.92%
Sanitation					
Fixed Charge, annual	\$ 91.88	\$ 89.64	\$ 91.44	\$ 97.92	\$ 102.63
Usage (120 Gal/day, 5840 c.f./yr)	\$ 31.54	\$ 30.95	\$ 30.95	\$ 33.29	\$ 35.04
Total	\$ 123.42	\$ 120.59	\$ 122.39	\$ 131.21	\$ 137.67
\$ Change	\$ 5.47	\$ (2.82)	\$ 1.80	\$ 8.82	\$ 6.46
% Change	4.64%	-2.29%	1.49%	7.20%	4.93%
Total All Utility Rates, annual					
\$ Change	\$ (3.26)	\$ (8.44)	\$ 21.19	\$ 38.61	\$ 35.18
% Change	-0.71%	-1.84%	4.72%	8.21%	6.91%

Utility Charges Comparison					
<i>Rates</i>					
	FY17	FY18	FY19	FY20	FY21
Water					
Fixed Charge, annual	90.64	94.24	100.12	107.44	114.39
\$ Change	\$ 1.24	\$ 3.60	\$ 5.88	\$ 7.32	\$ 6.95
% Change	1.39%	3.97%	6.24%	7.31%	6.47%
Usage, per Cubic Foot					
	0.0157	0.0166	0.0175	0.0188	0.0198
\$ Change	\$ 0.0002	\$ 0.0009	\$ 0.0009	\$ 0.0013	\$ 0.0010
% Change	1.29%	5.73%	5.42%	7.43%	5.32%
WWTF					
Fixed Charge, annual	98.12	88.32	94.24	103.28	113.95
\$ Change	\$ (7.64)	\$ (9.80)	\$ 5.92	\$ 9.04	\$ 10.67
% Change	-7.22%	-9.99%	6.70%	9.59%	10.33%
Usage, per Cubic Foot					
	0.0092	0.0084	0.0088	0.0098	0.0107
\$ Change	\$ (0.0006)	\$ (0.0008)	\$ 0.0004	\$ 0.0010	\$ 0.0009
% Change	-6.12%	-8.70%	4.76%	11.36%	9.18%
Sanitation					
Fixed Charge, annual	91.88	89.64	91.44	97.92	102.63
\$ Change	\$ 3.72	\$ (2.24)	\$ 1.80	\$ 6.48	\$ 4.71
% Change	4.22%	-2.44%	2.01%	7.09%	4.81%
Usage, per Cubic Foot					
	0.0054	0.0053	0.0053	0.0057	0.006
\$ Change	\$ 0.0003	\$ (0.0001)	\$ -	\$ 0.0004	\$ 0.0003
% Change	5.88%	-1.85%	0.00%	7.55%	5.26%

Village Water User Rates

FY21 Proposed Rates

Usage	\$0.0198/cubic foot
Fixed Charge	\$114.39/year [50% of budget]
Increase over FY20	5.9%
Cost to average user	\$230.02/year [120 gallons per day]

Reasons for Increase

1. 10.8% increase in operating budget primarily due to \$50,000 increase in transfer to Capital Reserve, increases to employee benefit costs, and increase in contractual services
2. 3.0% increase in CWD Wholesale Rate

Village Wastewater Treatment User Rates

FY21 Proposed Rates

Usage	\$0.0107/cubic foot
Fixed Charge	\$113.95/year [65% of budget]
Increase over FY20	9.9%
Cost to average user	\$176.44/year [120 gallons per day]

Reasons for Increase

1. 5.45% increase in WWTF budget; planned \$20,000 increase to the capital transfer, increases in the cost of sludge management and chemicals to come in line with actuals
2. Anticipated increased costs for laboratory services as a result of required testing
3. Increase in percent of total flow attributed to Village Users – up to 41% in FY21 from 39% in FY20 coupled with an increase in estimated flows from 645 million gallons to 670 million gallons.

Village Sanitation User Rates

FY21 Proposed Rates

Usage	\$0.0060/cubic foot
Fixed Charge	\$102.63/year [75% of budget]
Increase over FY20	4.9%
Cost to average user	\$137.67/year [120 gallons per day]

Reasons for Increase

1. \$7,750 increase in amount raised toward WWTF Upgrade Debt as planned
2. Budget increase of 4.68% driven by personnel costs

New Rate: Interim Utility Bill Fee

Effective July 1, 2020 a new rate would be established of \$35 per bill.

An Interim Utility Bill is a bill that is produced outside of the normal billing cycle at the request of the property owner. The most common requests are for property transfers and for when tenants change in rental units. Processing an interim bill involves Public Works and Finance staff to acquire a reading, calculate charges, and manually produce a bill. The bills are produced and tracked outside of the billing program. Currently, the costs of this process are borne by all users through the standard user rate. A separate rate for this request is standard practice and is in line with the exchange nature of the Enterprise Funds.

Large Water User Rate

FY21 Proposed Rate

Usage	\$0.085/1,000 gallons
Change from prior year	\$0.010/1,000 gallons or 13.3% [see reason #2]

Reasons for Increase

1. Budget
2. In FY18/FY19 a faulty CWD meter caused Village usage to be billed to the Town. This was caught and corrected during the FY19 Village audit. But it caused the large user rate to be artificially low in FY20 since the rate is based in part on unaccounted water and that figure was grossly understated.

The Large User rate for GlobalFoundries is calculated as 13% of the Village's water operating budget plus a proportionate share of unaccounted water divided by estimated water usage. At the end of the fiscal year there is a reconciliation. GlobalFoundries either pays more or receives a credit depending on how much water they use and the amount of unaccounted water. In addition, the Large User also pays the CWD wholesale rate and the State of Vermont Water Supply Fee on all water used. These charges are a pass-through on the Village books.

Wastewater Treatment Wholesale Rate

FY21 Proposed Rate

Usage	\$3.205/1,000 gallons
Increase over FY20	1.62%

Reasons for Increase

1. 5.45% increase in WWTF budget
2. Planned \$20,000 increase to the capital transfer
3. Increases in the cost of sludge management and chemicals to come in line with actuals
4. Anticipated increased costs for laboratory services as a result of required testing

The Wastewater Treatment Wholesale Rate is the rate paid by the Town of Essex and the Town of Williston for the treatment of sewage from those communities. The rate is based on estimated flows and budgeted costs. At the end of each fiscal year the actual flows and costs are analyzed and adjustments are made. The Wastewater Treatment Wholesale Rate is also used for charging septic haulers that discharge at the Treatment Facility.

MEMORANDUM

TO: Village Trustees and Evan Teich, Unified Manager
FROM: Sarah Macy, Finance Director/Assistant Manager
DATE: June 23, 2020
SUBJECT: Approve FY21 Utility Rates



Issue

The issue is to present the proposed FY21 Utility Rates for approval by the Trustees.

Discussion

In order to fund the FY21 Water, WWTF, and Sanitation Fund budgets staff recommends the Village rates be set as follows:

Rate:	FY21 Rate:
Water usage rate	\$0.0198 / cubic foot
Water Annual Fixed Charge	\$114.39 / year
Wastewater Treatment usage rate	\$0.0107 / cubic foot
Wastewater Treatment Annual Fixed Charge	\$113.95 / year
Sanitation usage rate	\$0.006 / cubic foot
Sanitation Annual Fixed Charge	\$102.63 / year
Large Water User Rate	\$0.085 / 1,000 gallons
Wastewater Treatment Wholesale Rate	\$3.205 / 1,000 gallons
NEW: Interim Bill Fee	\$35 per bill

Cost

The cost to the Village resident using 120 gallons per day will increase by 6.9% or \$35.18 per year. The large user rate is increasing by \$0.010 or 13%. The Wastewater Treatment wholesale rate is increasing 1.62% to \$3.205

Recommendation

It is recommended that the Trustees adopt the FY21 Utility Rates as presented including the new interim bill fee.



Community Development Department

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MEMORANDUM

TO: Evan Teich, Unified Manager; Trustees
FROM: Robin Pierce, Community Development Director
DATE: June 23rd, 2020
SUBJECT: Village Center Development: Urban Pocket Park Bids 1 Main Street

Issue

The issue is whether the Trustees wish to rethink the bid process for the 1 Main Street urban park.

Discussion

The Village issued a Request for proposals (RFP) for a design (that would inform a corrective active plan (CAP) which would be completed by another entity and funded remotely. Please see attached note for details on the CAP. The RFP stated that the successful bidder would undertake one charrette at the Village offices and develop a design from that charrette that could be constructed all for \$50,000. This is a pure design build project. The date and time for acceptance of the bids was June 18th by 4 pm. Three bids were received. One from the Vermont Nursery and Landscape Association, one from Weston & Sampson, and finally one from VHB. All three bidders are qualified for the project.

The bids that came back were not specific enough for the review team to make an informed decision.

The Chittenden County Regional Planning Commission said the Village can push the completed design and completed CAP to mid-September at the very latest.

The review team would propose that we ask all those who bid on the project to submit a bid to do a charrette to define a final design that will direct the CAP, only, at this time. Once the final design has been confirmed we will ask issue an RFP for a bid to construct the Park. Alternatively, the review team could reach out to the bidders to ask them to elaborate on their proposed bids, and strive to return to the Trustees in early July with a recommendation based on additional information.

Cost

TBD by bids.

Recommendation

Staff recommends that the Trustees give Staff approval to solicit bids for a design charrette, that will direct the CAP, from those who submitted bids for the last RFP.

Urban Pocket Park: 1 Main Street.

Recently the Village purchased the front portion of the former Road ResQ site at I Main Street. As a former gas station the site has petroleum and other pollutants as a result of the gas pumps and a vehicle repair business that was on the property. The portion of the property that the Village purchased had a fuel dispensing island on it in the past. Before purchasing the property the Village worked with the Chittenden County Regional Planning Commission (CCRPC) to first conduct needed environmental site assessments and secondly, ascertain if we, as a new owner, would be eligible to enter a Vermont program referred to as Brownfields Reuse and Environmental Liability Limitation Program, (BRELLA). The CCRPC paid the fee for the Village to be included in the program. Primary benefits of the Program are:

- limitation of environmental liability;
- access to financial assistance;
- additional incentives are available to those that enter the BRELLA Program prior to purchasing a brownfield property.

Working with the CCRPC and the Vermont Department of Environmental Conservation (DEC), the Village has begun developing a sense of the best way forward to create public open space in the Village core. At the same time, while creating this space, it is anticipated that contaminated soils will be encountered during construction. To that end, a CCRPC environmental engineering firm will prepare a Corrective Action Plan (CAP) which will plan out how to manage and dispose of contaminated soils that will be encountered during construction. The preparation of the CAP will be paid for both by CCRPC's EPA Brownfields grant funds and the State's Petroleum Cleanup Fund (PCF). Management and disposal of contaminated soils associated with the former gas pump on the property will be funded by the PCF.

The best practices for small urban parks have three main components; paving, trees and a water feature. The pavers form a seal from the contaminated soil below and create a surface that is accessible and safe to all in all seasons. The trees give shade and provide a green canopy. A water feature can take many forms from a formal fountain to a simple area to cool the air, and people, surrounding the feature. A CAP will be prepared so that users of the park will not be exposed to contaminants while using the park. In general, the CAP will involve placing pavers or clean soil, over contaminated soils. Once the park is designed, construction crews will need to follow the CAP when contaminated soils are encountered.

The more soil removed from the property the more expensive the project will become.. By limiting removed material to the amount needed to ensure there is no change in grade between the sidewalk and the finished Park paving we would ensure that all Village residents have unencumbered access to the park.

Once the core of the Park has been defined, lighting, chairs, tables, benches can be added to create a welcoming and inclusive environment.

Memorandum

To: Trustees; Evan Teich, Unified Manager

CC: Greg Duggan, Deputy Manager

From: Travis Sabatase, HR Director JS

Re: Executive Session for Contracts/ Labor Relations Agreements with Employees

Date: June 17, 2020

Issue

The issue is whether the Trustees will enter into executive session to discuss contracts and labor relations agreements with employees; and whether the Trustees will authorize the Unified Manager to execute a contract with the Essex Junction Employees Association for 2020-2021.

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 wishes 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, Deputy Manager, and HR Director."

Following executive session, the Trustees may be ready to authorize the Unified Manager to execute a contract with the Essex Junction Employees Association for 2020-2021.

**VILLAGE TRUSTEES
(DRAFT)**

June 8, 2020

**VILLAGE OF ESSEX JUNCTION TRUSTEES
SPECIAL MEETING MINUTES
June 8, 2020**

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

ADMINISTRATION and STAFF: Evan Teich, Unified Manager; Greg Duggan, Deputy Manager; Sarah Macy, Finance Director/Assistant Manager; Robin Pierce, Community Development Director.

OTHERS PRESENT: Helen Diplock, Vince Franco, Elaine Haney, Dawn McGinnis, Russell Mills.

1. CALL TO ORDER

Andrew Brown called the meeting of the Village of Essex Junction Trustees to order at 6:01 PM.

2. REORGANIZATION**a. Election of President, Vice President**

Mr. Teich requested nominations for President of the Village of Essex Junction Board of Trustees.

GEORGE TYLER nominated ANDREW BROWN for President of the Village of Essex Junction Board of Trustees and RAJ CHAWLA seconded the nomination.

There were no other nominations.

The motion passed 5-0.

Mr. Brown called for nominations for Vice President of the Village of Essex Junction Board of Trustees.

ANDREW BROWN nominated GEORGE TYLER for Vice President of the Village of Essex Junction Board of Trustees and RAJ CHAWLA seconded the nomination.

There were no other nominations.

The motion passed 5-0.

3. AGENDA ADDITIONS/CHANGES

None at this time.

4. AGENDA APPROVAL

Because there were no changes to the agenda, approval is not needed.

5. **PUBLIC TO BE HEARD**

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

No comments at this time.

6. **BUSINESS ITEMS**

a. **Authorize bid process to design and construct public park at 1 Main Street**

Community Development Director Robin Pierce introduced this item, noting that the Village recently purchased land at 1 Main Street to create a public park, that the site is contaminated and is part of the BRELLA program, and that a placeholder design had been submitted for the park project's inclusion in the BRELLA program. He added that the Village has been in discussion with the Vermont Nursery & Landscape Association, which could potentially provide the design services needed in order to construct the park.

Noting that the Department of Environmental Conservation (DEC) would be reviewing the plan, Raj Chawla asked what specifically they would be looking at during their review. Mr. Pierce replied that the DEC would be looking at whether the contaminants are secure and how much contaminated soil would be removed during the project.

George Tyler noted that the Village's municipal plan calls for a pocket park at that location but does not specify further detail on park design, giving the Village latitude in how the park is designed and built.

Mr. Chawla asked if the Vermont Landscape & Nursery Association has agreed to do this work. Mr. Pierce replied that they have. Deputy Manager Duggan noted that staff recommends that this project go out to bid, per the Village's purchasing policy.

Mr. Tyler cautioned against a complex and protracted bid process, and asked whether an exception or sole source agreement could be made.

GEORGE TYLER made a motion, and DAN KERIN seconded, to amend the recommendation to remove language on the bidding process.

DISCUSSION OF AMENDMENT:

Finance Director Sarah Macy stated that the Village's purchasing policy requires that anything over \$40,000 go through sealed bid process. She noted that the requirement can be waived if it's for a sole source contract, but added that it would be preferable to put this project out to bid to get an idea of what other nonprofits would propose.

Mr. Brown asked if staff would be able to explore two local landscape architecture companies. Mr. Pierce replied that he could contact several. Mr. Pierce also added that the Landscape & Nursery Association would be providing the flowers and vegetation pro bono, if they are selected to work on this project. Ms. Macy replied that that information would come through clearly on a bid or quote process.

VOTING (by roll call): Raj Chawla – nay, Amber Thibeault – nay, Dan Kerin – aye, George Tyler – aye, Andrew Brown – nay; the motion failed 2-3.

ANDREW BROWN made a motion, and Raj Chawla seconded, that the Trustees authorize the Community Development Director to seek bids to provide a charrette, a design, and all labor and materials to construct the new Public Park for \$50,000, and to update the Trustees on progress at their next meeting.

DISCUSSION:

Mr. Tyler said he needed to emphasize timing, and that funding could dissolve if the project is delayed.

The motion passed 5-0.

7. READING FILE:

- a. Board of Trustee Comments

8. EXECUTIVE SESSION:

- a. An executive session is not anticipated

9. ADJOURN:

Mr. Brown called a brief recess to enter into the Joint Meeting of the Essex Junction Trustees and Essex Selectboard.

AMBER THIBEAULT made a motion, and DAN KERIN seconded, to adjourn the meeting at 9:04 PM.

Respectfully Submitted,
Amy Coonradt
Recording Secretary

Approved this _____ day of _____, 2020

(see minutes of this day for corrections, if any)

**VILLAGE TRUSTEES
(DRAFT)**

**VILLAGE OF ESSEX JUNCTION TRUSTEES
MEETING MINUTES
June 9, 2020**

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

ADMINISTRATION and STAFF: Evan Teich, Unified Manager; Greg Duggan, Deputy Manager; Sarah Macy, Assistant Manager/Finance Director; Rick Garey, Chief of Police; Jim Jutras, Water Quality Superintendent; Robin Pierce, Community Development Director; Travis Sabatano, Human Resources Director; Darren Schibler, Planner.

OTHERS PRESENT: Gregg Denton; Helen Diplock; Adam Kavenaugh; Timothy Miller; Russel Mills; Alan Nye; Mark Redmond; Sarah Reeves; Nola Ricci; Ken Signorello; Elizabeth Skinner; Gabrielle Smith; Margaret Smith; Will Towne; Mia Watson; Vincent Westphal; Sue Wilson; Diana Wood; Irene Wrenner

1. CALL TO ORDER

Mr. Brown called the meeting of the Village of Essex Junction Board of Trustees to order at 6:30 PM.

2. AGENDA ADDITIONS/CHANGES

Mr. Duggan asked for the addition of two handouts for item 5g, an example of table placement and outdoor furniture estimate.

3. APPROVE AGENDA

AMBER THIBEAULT made a motion, seconded by RAJ CHAWLA, to amend the agenda. The motion passed 5-0.

4. PUBLIC TO BE HEARD

a. Comments from Public on Items Not on Agenda

Ms. Wilson requested to be heard during item 5c.

5. BUSINESS ITEMS

a. Annual review of Ethics Policy- Evan Teich

Mr. Teich asked the Trustees to review and acknowledge the Village of Essex Junction Ethics Policy and General Rules and Personnel Regulations, as they pertain to public officials, then sign the acknowledgement form. The Trustees confirmed with staff that no changes were made to the document since the prior year and requested a copy to review prior to signing.

RAJ CHAWLA made a motion, seconded by AMBER THIBEAULT, that the Trustees will review and sign the Ethics Policy for this coming year when it is presented. The motion passed 5-0.

b. (Re) Appointment of volunteers to boards and committees

Mr. Duggan provided a memo dated June 10, 2020 which outlined seats on committees that require appointments by July 1, 2020 and the individuals up for reappointment. He asked the Trustees to reappoint the requested volunteers to these seats. He said, with the exception of one person who has only served one year, the volunteers longstanding on these committees. He said they all confirmed their interest in reappointment. Mr. Brown noted that the Trustees prefer to talk with volunteers prior to appointing them to committees, but he said not meeting with the candidates is acceptable this year, due to the pandemic.

ANDREW BROWN made a motion, seconded by AMBER THIBEAULT, that the Trustees appoint the various members to the committees noted in the memo dated June 10,2020. The motion passed 5-0.

c. Approve preferred alternative for Densmore Drive culvert replacement

Mr. Jutras presented an update on the culvert replacement project on Densmore Drive, where flooding in October caused significant damage to the road and surrounding area. He said the Federal Emergency Management Agency (FEMA)'s site inspection was delayed until June 16, due to COVID, but he anticipates they will cover 75% of the costs of the project. Additionally, significant utility challenges with the site and the lack of availability of precast culvert structures this season further impacted the project timeline and cost. Mr. Jutras requested an order change to the engineering services contract with Hoyle Tanner & Associates in the amount of \$3822 for technical designs; a timeline adjustment to the project; and a sewer redesign order, pursuant to FEMA funding, to help address some of the utility challenges. He talked about options for the culvert replacement: a cast structure, which would add \$100,000 to the cost and result in winter work; a precast box culvert, which is the middle cost solution with a long-life span, but is not available this season; or a single span aluminum culvert, which is least expensive, available, he thinks is not ideal for the location.

Mr. Teich acknowledged that the project and its delay resulted in hardships for residents and businesses but without the FEMA contribution the project will cost the municipality several hundred thousand dollars more. He also said that he believes the best choice for the location is to use a precast culvert, which would mean the project will not be complete until the Spring or Summer of 2021. Mr. Chawla asked how the requested timeline delay would impact residents and if it could be mitigated. Mr. Teich described how vehicles are being rerouted and acknowledged challenges for pedestrians. He suggested a gate to the 81 Main parking lot might be able to be opened for pedestrians. Mr. Tyler wondered if installing the aluminum culvert for this project could shorten the timeline. Mr. Teich talked about reasons why the previous galvanized metal culvert broke, to justify not installing the aluminum culvert.

Ms. Wilson talked about the impact of the road's closure has had on residents. She said municipal staff did not respond to requests for assistance, so the residents hired a handyman to establish gate access through the Sherwood Square parking lot, at the cost of \$2800. She described multiple subsequent flooding instances since the October flood which caused further hardship. She pointed out that the open culvert, with no pedestrian access, is a significant risk. She also described how the diverted traffic is dangerous for children so the residents are considering purchasing "children at play" signs. Ms. Wilson said she is disappointed that the work to fix the road did not begin sooner. Mr. Brown asked for another meeting about reimbursing residents for the gate expense. Mr. Teich said "Drive 25, Keep Kids Alive" signs may be available for the entrance of the complex.

Mr. Westphal said there needs to be a better way for the Village to disseminate information to residents about the road and its closure. He said the information shared at this meeting was not previously shared with residents so all they knew was that the road is closed, the work is not done, the culvert continues to fail and there has been recurring flooding. He said residents originally put a gate for emergency vehicle access and Village staff had not communicated about wanting to include pedestrian traffic before mentioning it at this meeting. Mr. Westphal said he would like a precast culvert used at the location because it sounds like the best solution, even if it extends the timeline. He said residents are upset because the information shared in this meeting could have been reassuring for them to hear earlier.

104
105 **RAJ CHAWLA made a motion, seconded by DAN KERIN, that the Trustees support the use**
106 **of precast concrete as the culvert material of choice. The Board further supports the**
107 **extension of the construction project timeline through the winter of 2020-21 with completion**
108 **in the 2021 construction season. The Trustees also approve the Engineering Services**
109 **contract change with Hoyle Tanner & associates in the amount of \$3,822 and authorize the**
110 **Unified Manager to proceed with a sewer redesign order contingent upon FEMA funding up**
111 **to \$20,000.**
112

113 Mr. Tyler said, and Mr. Chawla agreed, that they wished more time was available to address all
114 of the issues brought up related to this project. They wanted residents to know that the
115 Trustees hear their concerns.
116

117 **The motion passed 5-0**
118

119 **d. Adjustment to Water Fund Revenue Budget—Sarah Macy**

120 Ms. Macy explained that the Water Fund Revenue Budget needs to be amended after the large
121 user water reconciliation. She said the large user number was originally estimated to be
122 \$95,000. After the reconciliation of actual usage and unaccounted for water, that amount was
123 increased to \$105,837. The offset to this reduction was a decrease in the budgeted revenue for
124 Sale of Water- Residential, which impacted the residential rates and was reflected in the FY21
125 Utility Rate Setting. Ms. Macy requested that the Trustees amend the Water Fund Revenue
126 Budget to reflect these updated figures. There was no discussion on this agenda item.
127

128 **GEORGE TYLER made a motion, seconded by AMBER THIBEAULT, that the Trustees**
129 **amend the FY21 Water Fund Revenue Budget to increase revenues from Water Sales –**
130 **Large Users from \$95,000 to \$105,837 and decrease revenues from Sale of Water –**
131 **Residential \$1,171,588 to \$1,135,751. The motion passed 5-0.**
132

133 **e. Presentation of Fiscal Year 2021 Proposed Utility Rates and consideration of budget**
134 **adjustments; Warn Public Hearing– Sarah Macy**

135 Ms. Macy said she planned a presentation of the FY21 Proposed Utility Rates, based on the
136 approved budgets, and the discussion could provide the Trustees with an opportunity to
137 consider potential budget adjustments, then warn a public hearing. The Trustees decided to
138 hear the presentation and have the discussion at the public meeting.
139

140 **GEORGE TYLER made a motion, seconded by DAN KERIN, that the Trustees warn the first**
141 **of two public hearings on the proposed FY21 Utility Rates for Tuesday June 23, 2020 or**
142 **sooner. The motion passed 5-0.**
143

144 **f. *Authorize manager to sign settlement agreement with FairPoint Communication**

145 Mr. Teich suggested that the executive session for this agenda item would not be necessary
146 unless the Trustees need further discussion or have suggestions on the settlement agreement
147 with FairPoint Communication. He confirmed there had been no changes to the agreement
148 since the last time it was presented to the Trustees. The Trustees had no questions on the
149 agreement at this time and agreed an executive session was not required.
150

151 **GEORGE TYLER made a motion, seconded by DAN KERIN, that the Trustees authorize the**
152 **Unified Manager to sign the settlement agreement with FairPoint Communication. The**
153 **motion passed 5-0.**
154
155

g. **Continued discussion on support for local businesses due to COVID-19**

Mr. Tyler suggested tabling this agenda item until the next meeting. The Trustees agreed to table the item but Mr. Brown suggested a special meeting be to discuss it.

6. CONSENT ITEMS

GEORGE TYLER made a motion, seconded by DAN KERIN, that the Trustees approve the Consent Agenda:

a. Approve minutes: May 26, 2020

b. Check Warrant #17201—05/29/2020; #17202—06/05/2020

The motion passed 5-0

7. READING FILE

a. Board Member Comments

b. Resignation from Capital Committee from Kevin Collins Letter from James Jutras re: SFY 2018 TAP Grant

8. EXECUTIVE SESSION

a. ***An executive session is expected to discuss pending civil litigation to which the public body is a party**

An executive session did not take place.

9. ADJOURN

Mr. Brown acknowledged completion of the agenda for the regular meeting and entered the Trustees into the Joint meeting of the Trustees and Selectboard at 7:32 PM.

DAN KERIN made a motion, seconded by GEORGE TYLER to adjourn the meeting at 10:06 PM.

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Check Warrant Report # 17203 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 06/12/20 To 06/12/20 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	06/04/20 paint	210-43110.610	25.72	28915	06/12/20
		552015650408	SUPPLIES			
02420	AUTOZONE	06/01/20 Wax, cleaner	210-42220.432	65.98	28922	06/12/20
		3236739765	VEHICLE MAINTENANCE			
21120	CHAMPLAIN MEDICAL URGENT	03/14/20 Physicals	210-42220.566	1020.00	28933	06/12/20
		0003751900	PHYSICAL EXAMS			
21120	CHAMPLAIN MEDICAL URGENT	05/30/20 Physical	210-42220.566	717.00	28933	06/12/20
		0003838700	PHYSICAL EXAMS			
21210	CINTAS LOC # 68M 71 M	06/11/20 shop rags	210-43110.610	80.17	28936	06/12/20
		4052865656	SUPPLIES			
25120	CLICKTIME.COM	06/04/20 EJRP Online Timesheets	210-45110.330	245.00	28937	06/12/20
		317305	OTHER PROFESSIONAL SVCS			
04940	COMCAST	05/27/20 Internet fire	210-41945.022	168.40	28941	06/12/20
		01792100620	Telephone - Fire Station			
35360	CYR LUMBER INC	04/20/20 bark mulch	210-43120.610	588.00	28944	06/12/20
		042020D	Summer Const - Supplies			
35360	CYR LUMBER INC	05/27/20 bark mulch	210-43120.610	168.00	28944	06/12/20
		052720D	Summer Const - Supplies			
25715	DONALD L. HAMLIN CONSULT	06/04/20 VEJ-Misc Assistance 2020	210-43110.330	2868.25	28947	06/12/20
		20810 60420	Professional Services			
35260	EAST COAST PRINTERS INC	05/29/20 Shirts	210-43110.612	1267.60	28948	06/12/20
		05182034	UNIFORMS,BOOTS,ETC			
35260	EAST COAST PRINTERS INC	06/01/20 uniform	210-43110.612	60.00	28948	06/12/20
		05272011	UNIFORMS,BOOTS,ETC			
23215	ESSEX EQUIPMENT INC	06/04/20 safety classes	210-43110.612	35.46	28951	06/12/20
		107511410001	UNIFORMS,BOOTS,ETC			
05020	ESSEX JCT VILLAGE OF	05/29/20 WATER/ SEWER PSS	210-41941.023	318.10	28952	06/12/20
		201638521520	W/S - Park St School			
05020	ESSEX JCT VILLAGE OF	05/29/20 WATER/ SEWER 2 lincoln	210-41941.020	138.90	28952	06/12/20
		201641371 52	W/S - 2 Lincoln St			
05020	ESSEX JCT VILLAGE OF	05/29/20 WATER/ SEWER 2 Lincoln sp	210-41941.020	48.35	28952	06/12/20
		201641381520	W/S - 2 Lincoln St			
05020	ESSEX JCT VILLAGE OF	05/29/20 WATER/ SEWER Mem Park	210-43117.000	115.50	28952	06/12/20
		201641391520	Streetscape Maintenance			
05020	ESSEX JCT VILLAGE OF	05/29/20 WATER/ SEWER	210-41941.022	195.49	28952	06/12/20
		52920 1 Pear	W/S - Fire Station			
18000	FERGUSON WATERWORKS #590	06/09/20 catch basin frame	210-43150.430	158.14	28954	06/12/20
		0958635	Storm Sewer Maintenance			
25390	FIRST NATIONAL BANK OMAHA	05/19/20 EJRP Credit Card May	210-41320.600	199.00	28955	06/12/20
		4955 0520	Emergency Prep. Supplies			
25390	FIRST NATIONAL BANK OMAHA	05/19/20 EJRP Credit Card May	210-45110.340	186.00	28955	06/12/20
		4955 0520	COMPUTER EXPENSES			
25390	FIRST NATIONAL BANK OMAHA	05/19/20 EJRP Credit Card May	210-45110.340	160.00	28955	06/12/20
		4955 0520	COMPUTER EXPENSES			
25390	FIRST NATIONAL BANK OMAHA	05/19/20 EJRP Credit Card May	210-45110.550	32.00	28955	06/12/20
		4955 0520	PRINTING & ADVERTISING			
19005	FIRSTLIGHT FIBER	06/01/20 2 Lincoln St 5/1-5/31	210-41945.020	247.49	28958	06/12/20
		7263656	Telephone - 2 Lincoln St			
19005	FIRSTLIGHT FIBER	06/01/20 TELEPHONE AND TECH ACCESS	210-45551.530	48.69	28959	06/12/20
		7263761	TECHNOLOGY ACCESS			

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19005	FIRSTLIGHT FIBER	06/01/20	TELEPHONE AND TECH ACCESS 7263761	210-41945.021 Telephone - Brownell	87.53	28959	06/12/20
37875	FLEETPRIDE	02/14/20	fittings 45847472	210-43110.432 R&M Services - Vehicles	380.44	28961	06/12/20
34895	GAUTHIER TRUCKING, INC.	06/01/20	RUBBISH REMOVAL 2 Lincoln 1482156	210-41942.020 R&M Bldg - 2 Lincoln St	223.60	28964	06/12/20
20470	GLOBAL MONTELLO GROUP	05/31/20	May vehic fuel CL257703	210-41944.022 Gasoline - Fire Station	188.42	28965	06/12/20
20470	GLOBAL MONTELLO GROUP	05/31/20	May vehic fuel CL257703	210-43110.626 Vehicle Fuels	1319.73	28965	06/12/20
20470	GLOBAL MONTELLO GROUP	05/31/20	May vehic fuel CL257703	210-41944.026 Gasoline - Maple St Park	122.73	28965	06/12/20
04035	GOT THAT RENTAL & SALES I	06/04/20	shovels 73277	210-45220.610 SUPPLIES	63.98	28967	06/12/20
14910	GROTEN RAPHAEL	05/20/20	YOUTH PROGRAMS MAY 2020	210-45551.837 CHILDRENS PROGRAMS	150.00	28970	06/12/20
33495	INGRAM LIBRARY SERVICES I	05/28/20	ADULT BOOKS 46010866	210-45551.640 ADULT COLLECTION-PRINT &	14.03	28971	06/12/20
33495	INGRAM LIBRARY SERVICES I	06/03/20	ADULT BOOKS 46129809	210-45551.640 ADULT COLLECTION-PRINT &	47.55	28971	06/12/20
33495	INGRAM LIBRARY SERVICES I	06/03/20	ADULT BOOKS 46129809	210-45551.610 SUPPLIES	0.45	28971	06/12/20
37715	INTEGRITY COMMUNICATIONS	06/05/20	Office Phone Service 38341	210-45110.530 COMMUNICATIONS	206.00	28972	06/12/20
45410	J B SIMONS INC	06/02/20	Uniforms badges 107911	210-42220.612 UNIFORMS,BOOTS,ETC	226.00	28973	06/12/20
V9454	LENNY'S SHOE & APP	06/03/20	Uniforms Jamie McMahon 3303908	210-43110.612 UNIFORMS,BOOTS,ETC	179.96	28979	06/12/20
V10154	MAX-R	06/01/20	dog waste bags 704883	210-43150.430 Storm Sewer Maintenance	613.74	28981	06/12/20
V10462	MONAGHAN SAFAR DUCHAM PL	05/31/20	May Legal MAY2020	210-41320.320 LEGAL SERVICES	49.50	28984	06/12/20
V10462	MONAGHAN SAFAR DUCHAM PL	05/31/20	May Legal MAY2020	210-41320.320 LEGAL SERVICES	264.00	28984	06/12/20
V10462	MONAGHAN SAFAR DUCHAM PL	05/31/20	May Legal MAY2020	210-41320.320 LEGAL SERVICES	46.50	28984	06/12/20
V10462	MONAGHAN SAFAR DUCHAM PL	05/31/20	May Legal MAY2020	210-41320.320 LEGAL SERVICES	151.50	28984	06/12/20
14585	MUNICIPAL EMERGENCY SERVI	04/01/20	Sanitizer IN1443457	210-42220.610 SUPPLIES	77.00	28985	06/12/20
V10729	OVERDRIVE INC	04/23/20	YOUTH MATERIALS 20113835	210-45551.641 JUVEN COLLECTION-PRNT & E	100.40	28988	06/12/20
V10729	OVERDRIVE INC	04/24/20	YOUTH MATERIALS 20115483	210-45551.641 JUVEN COLLECTION-PRNT & E	233.97	28988	06/12/20
V10729	OVERDRIVE INC	04/27/20	YOUTH MATERIALS 20117659	210-45551.641 JUVEN COLLECTION-PRNT & E	530.75	28988	06/12/20
V10729	OVERDRIVE INC	04/28/20	YOUTH MATERIALS 20119314	210-45551.641 JUVEN COLLECTION-PRNT & E	129.95	28988	06/12/20
V10729	OVERDRIVE INC	04/29/20	YOUTH MATERIALS 20122044	210-45551.641 JUVEN COLLECTION-PRNT & E	9.99	28988	06/12/20

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V10729	OVERDRIVE INC	04/30/20 YOUTH MATERIALS 20123931	210-45551.641 JUVEN COLLECTION-PRNT & E	55.49	28988	06/12/20
V10729	OVERDRIVE INC	05/01/20 YOUTH ITEMS 20127036	210-45551.641 JUVEN COLLECTION-PRNT & E	124.95	28988	06/12/20
V10729	OVERDRIVE INC	05/04/20 YOUTH MATERIALS 20129280	210-45551.641 JUVEN COLLECTION-PRNT & E	28.97	28988	06/12/20
V10729	OVERDRIVE INC	05/05/20 ADULT MATERIALS 20131512	210-45551.640 ADULT COLLECTION-PRINT &	685.93	28988	06/12/20
V10729	OVERDRIVE INC	05/06/20 YOUTH MATERIALS 20134181	210-45551.641 JUVEN COLLECTION-PRNT & E	158.98	28988	06/12/20
V10729	OVERDRIVE INC	05/11/20 YOUTH MATERIALS 20138511	210-45551.641 JUVEN COLLECTION-PRNT & E	376.88	28988	06/12/20
V10729	OVERDRIVE INC	05/18/20 YOUTH MATERIALS 20146438	210-45551.641 JUVEN COLLECTION-PRNT & E	692.38	28988	06/12/20
V10729	OVERDRIVE INC	05/21/20 ADULT MATERIALS 20151465	210-45551.640 ADULT COLLECTION-PRINT &	930.96	28988	06/12/20
V10729	OVERDRIVE INC	05/27/20 YOUTH MATERIALS 20157415	210-45551.641 JUVEN COLLECTION-PRNT & E	405.12	28988	06/12/20
25140	PIKE INDUSTRIES INC	06/05/20 Asphalt 1080615	210-43120.610 Summer Const - Supplies	257.28	28991	06/12/20
25140	PIKE INDUSTRIES INC	06/09/20 Asphalt 1081205	210-43120.610 Summer Const - Supplies	131.84	28991	06/12/20
24350	QUESTICA LTD	05/31/20 Setup, License Budget Saa INV103532	210-41510.570 Other Purchased Services	234.15	28994	06/12/20
24350	QUESTICA LTD	05/31/20 Setup, License Budget Saa INV103532	210-14301.000 PREPAID EXPENSES	2587.49	28994	06/12/20
18010	REYNOLDS & SON, INC.	06/03/20 hose - Supplies 3372786	210-42220.889 ROUTINE EQUIPMENT PURCHAS	140.80	28999	06/12/20
37965	S D IRELAND CONCRETE	06/02/20 concrete 82263	210-43124.570 Sidewalk and Curb Mainten	344.00	29003	06/12/20
11345	SANITARY EQUIPMENT CO INC	06/04/20 SS 5000 parts 0136096	210-43110.610 SUPPLIES	106.64	29005	06/12/20
26250	SCOTT'S LINE STRIPING, IN	06/02/20 road paint 20022	210-43123.730 Traffic Control	1650.00	29006	06/12/20
29835	SHERWIN-WILLIAMS	06/03/20 paint supplies 08515	210-43110.610 SUPPLIES	62.73	29007	06/12/20
24390	SLOAN STANLEY R	02/20/20 ADULT PROGRAM 060220D	210-45551.836 ADULT PROGRAMS	200.00	29008	06/12/20
V2124	STAPLES ADVANTAGE	05/30/20 supplies paper towels 3447767744	210-43110.610 SUPPLIES	74.97	29010	06/12/20
14740	SWISH WHITE RIVER LTD	06/09/20 Cleaning Supplies/Soap W377756	210-45220.610 SUPPLIES	119.25	29013	06/12/20
43260	ULINE	05/22/20 SUPPLIES 120278040	210-45551.610 SUPPLIES	54.58	29016	06/12/20
19720	VERIZON CONNECT NWF, INC.	06/01/20 AVL MONTHLY SERVICE PD 21287530620	210-43110.442 EQUIPMENT RENTALS	131.60	29018	06/12/20
36130	VERIZON WIRELESS	05/18/20 multi dept Verizon Invoic 9854837310	210-42220.535 TELEPHONE SERVICES	160.04	29019	06/12/20
36130	VERIZON WIRELESS	05/18/20 multi dept Verizon Invoic 9854837310	210-41970.535 TELEPHONE SERVICES	40.01	29019	06/12/20

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
11935	VIKING-CIVES USA	05/27/20 valve seal kit #34	210-43110.432	80.00	29020	06/12/20
		4498421	R&M Services - Vehicles			
11935	VIKING-CIVES USA	05/27/20 sweeper parts	210-43110.432	197.50	29020	06/12/20
		4498423	R&M Services - Vehicles			
11935	VIKING-CIVES USA	05/27/20 sweeper parts	210-43110.610	415.38	29020	06/12/20
		4498423	SUPPLIES			
11935	VIKING-CIVES USA	06/09/20 street sweeper parts	210-43110.432	594.60	29020	06/12/20
		4498604	R&M Services - Vehicles			
07565	W B MASON CO INC	05/19/20 SUPPLIES	210-45551.610	29.59	29023	06/12/20
		210451149	SUPPLIES			
07565	W B MASON CO INC	06/03/20 SUPPLIES	210-45551.610	59.18	29023	06/12/20
		210868389	SUPPLIES			
07565	W B MASON CO INC	06/05/20 Hand Sanitizer COVID	210-41320.600	71.94	29023	06/12/20
		210927465	Emergency Prep. Supplies			
07565	W B MASON CO INC	06/05/20 Paper Products	210-45220.610	521.86	29023	06/12/20
		210932974	SUPPLIES			
V10462	MONAGHAN SAFAR DUCHAM PL	05/31/20 May Legal	223-46802.006	106.50	28984	06/12/20
		MAY2020	Public Parking 11 Park			
07305	AIRGAS USA LLC	06/04/20 Pool Chemicals	226-45124.434	377.26	28916	06/12/20
		9101845809	MAINTENANCE-BLDGS/GROUNDS			
00835	ALLIED 100	06/05/20 CPR Supplies	226-45115.610	624.50	28918	06/12/20
		1605092	SUPPLIES			
24425	APPLEGATE JASON	06/02/20 Camp Refund	226-34781.122	360.00	28920	06/12/20
		76192	Childcare - DC			
25055	AQUARIUS LANDSCAPE SPRINK	05/30/20 West St Gardens Repair	226-45115.330	52.32	28921	06/12/20
		545437	OTHER PROFESSIONAL SVCS			
38955	F W WEBB COMPANY	06/03/20 Hand Wash Stations - Camp	226-45122.610	4122.05	28953	06/12/20
		67284263	Supplies			
38955	F W WEBB COMPANY	06/03/20 MSP Pool Bathhouse Sink	226-45124.434	251.89	28953	06/12/20
		674015592	MAINTENANCE-BLDGS/GROUNDS			
24405	GLOVER GORDON	06/01/20 Punch Pass Refund	226-34780.000	90.00	28966	06/12/20
		060120D	ADULT PROGRAMS			
23095	JONES JOSHUA M	06/08/20 MSP Door Install	226-45122.330	375.00	28976	06/12/20
		1234	OTHER PROFESSIONAL SVCS			
25035	LIQUID STUDIO	05/29/20 Summer Brochure Design	226-45110.330	587.50	28980	06/12/20
		20139	OTHER PRFESSIONAL SVCS			
19035	REED CORNELIUS	04/30/20 West St Garden Tilling	226-45115.330	250.00	28995	06/12/20
		043020D	OTHER PROFESSIONAL SVCS			
24830	REINHART FOODSERVICE	06/08/20 Kick Off Camp Snack	226-45122.610	85.79	28996	06/12/20
		338298	Supplies			
43275	RYCANDON MECHANICAL, INC.	06/02/20 Bathhouse Valve Repairs	226-45124.434	355.00	29002	06/12/20
		13238	MAINTENANCE-BLDGS/GROUNDS			
07565	W B MASON CO INC	06/04/20 Preschool Supplies	226-45121.610	29.54	29023	06/12/20
		210905494	SUPPLIES			
07565	W B MASON CO INC	06/05/20 Preschool Supplies	226-45121.610	14.69	29023	06/12/20
		210933609	SUPPLIES			
25715	DONALD L. HAMLIN CONSULT	06/01/20 Lamoiile St	230-46801.021	2524.06	28947	06/12/20
		19805060120D	Lamoiile Water Line Repl			
25715	DONALD L. HAMLIN CONSULT	06/01/20 VEJ-Densmore Culvert	230-46801.022	656.65	28947	06/12/20
		19807060120	Densmore Dr, FEMA			

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V10462	MONAGHAN SAFAR DUCHAM PL	05/31/20	May Legal MAY2020	230-46801.008 CRESCENT CONNECTOR	859.50	28984	06/12/20
V10462	MONAGHAN SAFAR DUCHAM PL	05/31/20	May Legal MAY2020	230-46801.007 PEARL ST. LINKING SIDEWAL	313.50	28984	06/12/20
33850	CENTRAL VERMONT PROPERTIE	05/04/20	ROW 889305 Main St 9500212352	254-43200.441 RIGHT OF WAY AGREEMENTS	4.17	28932	06/12/20
33850	CENTRAL VERMONT PROPERTIE	05/04/20	ROW 889305 Main St 9500212352	254-14301.000 PREPAID EXPENSES	45.83	28932	06/12/20
25715	DONALD L. HAMLIN CONSULT	06/01/20	Lamoille St 19805060120D	254-43330.009 Lamoille St Water Line	1243.19	28947	06/12/20
20470	GLOBAL MONTELLLO GROUP	05/31/20	May vehic fuel CL257703	254-43200.626 GAS,GREASE AND OIL	106.69	28965	06/12/20
24350	QUESTICA LTD	05/31/20	Setup, License Budget Saa INV103532	254-43200.340 COMPUTER EXPENSES	54.36	28994	06/12/20
24350	QUESTICA LTD	05/31/20	Setup, License Budget Saa INV103532	254-14301.000 PREPAID EXPENSES	616.11	28994	06/12/20
11345	SANITARY EQUIPMENT CO INC	06/04/20	SS 5000 parts 0136096	254-43200.610 SUPPLIES	17.77	29005	06/12/20
V0031	ALLEN ENGINEERING	05/29/20	1000# lime 500# BiCarb 11151896001.	255-43200.619 CHEMICALS	663.50	28917	06/12/20
11375	CASELLA WASTE MANAGEMENT	06/01/20	June Service 39 Cascade 3040184	255-43200.565 GRIT DISPOSAL	976.98	28929	06/12/20
06870	ENDYNE INC	06/09/20	2nd Qtr Eff Metals 333456	255-43200.577 CONTRACT LABORATORY SERVI	80.00	28950	06/12/20
38955	F W WEBB COMPANY	06/01/20	Fittings 67381635	255-43330.012 ALKALINITY CNTRL INSTALLA	49.32	28953	06/12/20
19005	FIRSTLIGHT FIBER	06/01/20	May phone DSL 7263655	255-43200.535 TELEPHONE SERVICES	175.19	28957	06/12/20
20470	GLOBAL MONTELLLO GROUP	05/31/20	May vehic fuel CL257703	255-43200.626 GAS,GREASE AND OIL	165.26	28965	06/12/20
V10347	J.C. EHRLICH	06/08/20	June PEST SERVICE 6947983	255-43200.570 MAINTENANCE OTHER	74.00	28974	06/12/20
12775	PRATT & SMITH ELECTRICAL	05/31/20	Grinder Switch Dewatering 8411	255-43200.570 MAINTENANCE OTHER	111.39	28992	06/12/20
25480	SAC FASTENER COMPANY	06/02/20	Blower Discharge Spacer 49678	255-43200.570 MAINTENANCE OTHER	43.80	29004	06/12/20
11345	SANITARY EQUIPMENT CO INC	06/04/20	SS 5000 parts 0136096	255-43200.610 SUPPLIES	17.77	29005	06/12/20
V2124	STAPLES ADVANTAGE	06/06/20	supplies 3448465699	255-43200.610 SUPPLIES	74.96	29010	06/12/20
V2159	SURPASS CHEMICAL CO INC	06/05/20	3418 Gal 50% Sodium Hydro 346605	255-43200.619 CHEMICALS	8251.05	29012	06/12/20
36130	VERIZON WIRELESS	05/18/20	multi dept Verizon Invoic 9854837310	255-43200.535 TELEPHONE SERVICES	167.59	29019	06/12/20
36520	VT AGENCY OF NATURAL RESO	06/03/20	permit # 3-1254 060320 31254	255-43200.569 WWTF ANNUAL PERMIT FEE	9900.00	29021	06/12/20
33850	CENTRAL VERMONT PROPERTIE	06/01/20	ROW 889760 West St 9500213252	256-14301.000 PREPAID EXPENSES	50.00	28932	06/12/20
05020	ESSEX JCT VILLAGE OF	05/29/20	WWTF 10/1-3/31 201654801520	256-43200.410 WATER AND SEWER CHARGE	77.16	28952	06/12/20

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02:06 pm

Check Warrant Report # 17203 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 06/12/20 To 06/12/20 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
20470	GLOBAL MONTELLO GROUP	05/31/20 May vehic fuel	256-43200.626	377.72	28965	06/12/20
		CL257703	GAS, GREASE AND OIL			
24350	QUESTICA LTD	05/31/20 Setup, License Budget Saa	256-43200.340	118.63	28994	06/12/20
		INV103532	COMPUTER EXPENSES			
24350	QUESTICA LTD	05/31/20 Setup, License Budget Saa	256-14301.000	1328.23	28994	06/12/20
		INV103532	PREPAID EXPENSES			
11345	SANITARY EQUIPMENT CO INC	06/04/20 SS 5000 parts	256-43200.610	213.27	29005	06/12/20
		0136096	SUPPLIES			

		Report Total		63339.74		
				=====		

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02:35 pm

Check Warrant Report # 17204 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 06/19/20 To 06/19/20 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	06/12/20	THREAD SEALING TAPE	210-43110.610	4.52	29026 06/19/20
		552016436595	SUPPLIES			
05290	ADVANCE AUTO PARTS	06/17/20	THREAD SEALING TAPE 1	210-43110.610	2.26	29026 06/19/20
		552016936829	SUPPLIES			
20440	AINSWORTH CATHY L	06/11/20	MINUTES MULTIPLE MTGS	210-41320.530	362.04	29027 06/19/20
		55	COMMUNICATIONS			
25055	AQUARIUS LANDSCAPE SPRINK	05/30/20	REPAIRS TO MEMORIAL PARK	210-43117.000	32.38	29031 06/19/20
		545489	Streetscape Maintenance			
23190	BAILEY SPRING & CHASSIS	06/15/20	repair Unit #7	210-43110.432	291.59	29033 06/19/20
		W16986	R&M Services - Vehicles			
09345	BASIC	06/02/20	Monthly Fee for COBRA Adm	210-41320.210	42.50	29034 06/19/20
		40505963	HEALTH INS & OTHER BENEFIT			
21120	CHAMPLAIN MEDICAL URGENT	06/15/20	B Vaccination W/Admin	210-42220.566	85.00	29038 06/19/20
		0003889600	PHYSICAL EXAMS			
06955	CLEMENS DIANE	06/02/20	Election work 6-2-20	210-41320.820	907.50	29042 06/19/20
		200602DC	ELECTIONS			
14420	COGLEY ROBERT M	06/02/20	Election Work 6-2-2020	210-41320.820	110.00	29043 06/19/20
		200602RC	ELECTIONS			
14415	COGLEY SUSAN M	06/02/20	Election Work 6-2-2020	210-41320.820	110.00	29044 06/19/20
		200602SC	ELECTIONS			
17025	COONRADT AMY	06/17/20	MINUTES 6/8 JOINT	210-41320.530	23.10	29046 06/19/20
		0037	COMMUNICATIONS			
25715	DONALD L. HAMLIN CONSULT	06/15/20	11 Park Street Inspection	210-15102.000	1167.45	29048 06/19/20
		06152020801	EXCHANGE - ENGI/LEGAL			
25715	DONALD L. HAMLIN CONSULT	06/15/20	VEJ-Misc Assistance 2020	210-43110.330	1422.53	29048 06/19/20
		20810061520	Professional Services			
05020	ESSEX JCT VILLAGE OF	05/29/20	VEJ PW Dept Water Charge	210-43117.000	197.96	29055 06/19/20
		052920DD	Streetscape Maintenance			
05020	ESSEX JCT VILLAGE OF	05/29/20	VEJ PW Dept Water Charge	210-43110.410	1133.86	29055 06/19/20
		052920DD	WATER AND SEWER CHARGE			
05020	ESSEX JCT VILLAGE OF	05/29/20	WATER/SEWER 6 LINCOLN	210-41941.021	223.79	29055 06/19/20
		201641401520	W/S - Brownell			
14320	ESSEX WESTFORD SCHOOL DIS	06/02/20	Village share of election	210-41320.820	8564.00	29056 06/19/20
		20200617	ELECTIONS			
18000	FERGUSON WATERWORKS #590	06/11/20	8 CLAY X 8 CI PVC COUP	210-43150.430	92.56	29058 06/19/20
		0959097	Storm Sewer Maintenance			
21760	FIRST NATIONAL BANK OMAHA	04/24/20	EPR Credit Card April	210-45110.530	37.49	29059 06/19/20
		0492 0420	COMMUNICATIONS			
43415	GRAY ANN	06/02/20	Election Work 6-2-2020	210-41320.820	46.75	29063 06/19/20
		200602AG	ELECTIONS			
07010	GREEN MOUNTAIN POWER CORP	06/09/20	June solar accounts	210-43110.622	37.90	29064 06/19/20
		060620D	ELECTRICAL SERVICE			
07010	GREEN MOUNTAIN POWER CORP	06/09/20	June solar accounts	210-41947.022	97.37	29064 06/19/20
		060620D	Electricity - Fire Statio			
07010	GREEN MOUNTAIN POWER CORP	06/09/20	June solar accounts	210-43115.622	190.51	29064 06/19/20
		060620D	Electricity - St/Traffic			
07010	GREEN MOUNTAIN POWER CORP	06/09/20	June solar accounts	210-41947.021	187.44	29064 06/19/20
		060620D	Electricity - Brownell			
07010	GREEN MOUNTAIN POWER CORP	06/09/20	June solar accounts	210-41947.020	97.37	29064 06/19/20
		060620D	Electricity - 2 Lincoln S			

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Check Warrant Report # 17204 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01(GENERAL FUND) All check #s 06/19/20 To 06/19/20 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07010	GREEN MOUNTAIN POWER CORP	06/09/20 June solar accounts	210-41947.023	52.20	29064	06/19/20
		060620D	Electricity - Park St Sch			
08380	GROVE MARY ELLEN	06/02/20 Election work 6-2-2020	210-41320.820	38.50	29066	06/19/20
		200602MEG	ELECTIONS			
21240	HICKOK & BOARDMAN HRI	06/12/20 FY20Q3 Advisory Agreement	210-45110.210	180.00	29070	06/19/20
		20200613	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	06/12/20 FY20Q3 Advisory Agreement	210-45220.210	45.00	29070	06/19/20
		20200613	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	06/12/20 FY20Q3 Advisory Agreement	210-43110.210	108.00	29070	06/19/20
		20200613	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	06/12/20 FY20Q3 Advisory Agreement	210-41320.210	90.00	29070	06/19/20
		20200613	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	06/12/20 FY20Q3 Advisory Agreement	210-43151.210	23.85	29070	06/19/20
		20200613	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	06/12/20 FY20Q3 Advisory Agreement	210-41970.210	90.00	29070	06/19/20
		20200613	HEALTH INS & OTHER BENEFI			
21240	HICKOK & BOARDMAN HRI	06/12/20 FY20Q3 Advisory Agreement	210-45551.210	270.00	29070	06/19/20
		20200613	HEALTH INS & OTHER BENEFI			
31540	HILL-FLEURY DAWN	05/13/20 Election Work 6-2-2020	210-41320.820	354.75	29071	06/19/20
		200602DHF	ELECTIONS			
V10347	J.C. EHRLICH	06/11/20 PEST RODENT MAINTENANCE C	210-41942.020	105.00	29073	06/19/20
		6970458	R&M Bldg - 2 Lincoln St			
21730	LAROSE-KENT PATTY	06/02/20 Election Work 6-2-2020	210-41320.820	107.25	29078	06/19/20
		200602PLK	ELECTIONS			
21720	MEYER BRIDGET	06/01/20 Election Work 6-2-2020	210-41320.820	49.50	29081	06/19/20
		200602BM	ELECTIONS			
05380	PURCHASE POWER	06/05/20 Postage 8000909010504061	210-41320.536	201.00	29088	06/19/20
		060520D	POSTAGE			
37430	R R CHARLEBOIS INC	06/08/20 Transmission Maintenance	210-42220.432	1204.68	29089	06/19/20
		RC71966	VEHICLE MAINTENANCE			
24325	RADIO NORTH GROUP INC	06/11/20 Batteries	210-42220.443	107.50	29090	06/19/20
		24142153	RADIO MAINTENANCE			
18010	REYNOLDS & SON, INC.	06/08/20 13W Boots	210-42220.612	367.11	29091	06/19/20
		3373007	UNIFORMS,BOOTS,ETC			
23500	ROUSSELLE BRENDA	06/02/20 Election Work 6-2-2020	210-41320.820	115.50	29093	06/19/20
		200602BR	ELECTIONS			
37965	S D IRELAND CONCRETE	06/04/20 #61 Beech Street	210-43124.570	300.50	29096	06/19/20
		82308	Sidewalk and Curb Mainten			
17505	SAND HILL SOLAR LLC	06/12/20 May Solar Village	210-43115.622	933.56	29099	06/19/20
		218	Electricity - St/Traffic			
17505	SAND HILL SOLAR LLC	06/12/20 May Solar Village	210-43110.622	266.23	29099	06/19/20
		218	ELECTRICAL SERVICE			
17505	SAND HILL SOLAR LLC	06/12/20 May Solar Village	210-41947.021	1047.75	29099	06/19/20
		218	Electricity - Brownell			
17505	SAND HILL SOLAR LLC	06/12/20 May Solar Village	210-41947.023	375.20	29099	06/19/20
		218	Electricity - Park St Sch			
17505	SAND HILL SOLAR LLC	06/12/20 May Solar Village	210-41947.026	3566.74	29099	06/19/20
		218	Electricity - Maple St			
17505	SAND HILL SOLAR LLC	06/12/20 May Solar Village	210-41947.020	564.49	29099	06/19/20
		218	Electricity - 2 Lincoln S			

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Check Warrant Report # 17204 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 06/19/20 To 06/19/20 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
17505	SAND HILL SOLAR LLC	06/12/20 May Solar Village 218	210-41947.022 Electricity - Fire Statio	564.49	29099	06/19/20
11085	SONNICK KATHERINE	06/02/20 Election Work 6-2-2020 200602KS	210-41320.820 ELECTIONS	99.00	29103	06/19/20
08395	TOOF CAROLYN	06/02/20 Election Work 6-2-2020 200602CT	210-41320.820 ELECTIONS	38.50	29104	06/19/20
20865	TOWLE ANN	06/02/20 Election work 6-2-20 200602AT	210-41320.820 ELECTIONS	33.00	29105	06/19/20
12865	TURNBULL MATTHEW S	06/02/20 Election Work 6-2-2020 200602MT	210-41320.820 ELECTIONS	110.00	29108	06/19/20
24480	VT QUILT FESTIVAL	06/18/20 REFUND BANNER FEE 061920D	210-36603.000 MISC. - UNCLASSIFIED RECE	250.00	29114	06/19/20
24570	VT TROPHY & ENGRAVING	05/28/20 Awards EJFD 81042	210-42220.889 ROUTINE EQUIPMENT PURCHAS	519.70	29115	06/19/20
07565	W B MASON CO INC	06/03/20 Sr Center Covid Mailing 210869510	210-41320.600 Emergency Prep. Supplies	18.79	29116	06/19/20
07565	W B MASON CO INC	06/04/20 Sr Center Covid Mailing 210898811	210-41320.600 Emergency Prep. Supplies	33.99	29116	06/19/20
V1165	INTERNAL REVENUE SERVICE	06/19/20 3rd party sick pay 061220D	210-45551.220 SOCIAL SECURITY	214.20	6180341	06/19/20
21240	HICKOK & BOARDMAN HRI	06/12/20 FY20Q3 Advisory Agreement 20200613	226-45121.210 HEALTH INS & OTHER BENEFI	180.00	29070	06/19/20
21240	HICKOK & BOARDMAN HRI	06/12/20 FY20Q3 Advisory Agreement 20200613	226-45120.210 HEALTH INS & OTHER BENEFI	180.00	29070	06/19/20
23435	CHAMPLAIN WATER DISTRICT	06/10/20 2020 CCR Reports EJ.CCR2020	254-43200.550 PRINTING AND ADVERTISING	1278.00	29040	06/19/20
31275	DON WESTON EXCAVATING INC	06/16/20 12" waterline on Main Str 21975	254-43200.430 WATER LINES MAINT-BREAKS	2405.00	29047	06/19/20
40025	E J PRESCOTT INC	06/11/20 ESSEX K81 INTEGRAL STORZ 5713240	254-43200.614 DISTRIBUTION MATERIALS	408.68	29049	06/19/20
05020	ESSEX JCT VILLAGE OF	05/29/20 VEJ PW Dept Water Charge 052920DD	254-43200.410 WATER AND SEWER CHARGE	28.66	29055	06/19/20
21240	HICKOK & BOARDMAN HRI	06/12/20 FY20Q3 Advisory Agreement 20200613	254-43200.210 HEALTH INS & OTHER BENEFI	112.50	29070	06/19/20
03070	MINUTEMAN PRESS	05/31/20 May WTR BILLS Village 51799	254-43200.536 POSTAGE	329.06	29082	06/19/20
05290	ADVANCE AUTO PARTS	05/22/20 grease 552014335432	255-43200.626 GAS,GREASE AND OIL	11.49	29026	06/19/20
05290	ADVANCE AUTO PARTS	06/08/20 sockets 552016036393	255-43200.570 MAINTENANCE OTHER	18.38	29026	06/19/20
42625	ALDRICH & ELLIOTT PC	06/08/20 Professional Services 5/3 79150	255-43330.015 Primary Digester Block Re	728.51	29028	06/19/20
42625	ALDRICH & ELLIOTT PC	06/08/20 Professional Services 5/3 79150	255-43330.016 Flow EQ Digester Reseal	976.40	29028	06/19/20
V10734	ENCORE ESSEX JUNCTION SOL	05/20/20 Monthly Payment (4/20/20- 2005WWTP	255-43200.622 ELECTRICAL SERVICE	2969.11	29052	06/19/20
38955	F W WEBB COMPANY	06/11/20 stock and supplies 67501997	255-43200.570 MAINTENANCE OTHER	116.27	29057	06/19/20
21240	HICKOK & BOARDMAN HRI	06/12/20 FY20Q3 Advisory Agreement 20200613	255-43200.210 HEALTH INS & OTHER BENEFI	232.65	29070	06/19/20

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Town of Essex / Village of EJ Accounts Payable

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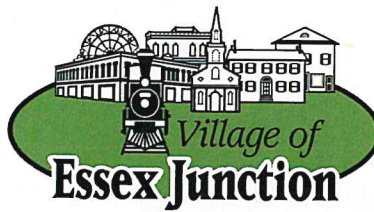
Check Warrant Report # 17204 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 06/19/20 To 06/19/20 & Fund 2

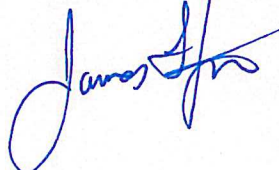
Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V9645	05/26/20	GBT Seal Kit.Hyd Cyl 3-1/ 42046690	255-43200.570 MAINTENANCE OTHER	256.02	29076	06/19/20
12775	03/31/20	Digester Building Control 8305	255-43200.570 MAINTENANCE OTHER	570.00	29087	06/19/20
23395	06/10/20	misc. hardware 511641	255-43200.570 MAINTENANCE OTHER	22.90	29112	06/19/20
23215	06/12/20	PROTECTOR, HEARING - Doug 107521660000	256-43200.612 UNIFORMS, BOOTS, ETC	65.48	29054	06/19/20
23215	06/12/20	hearing protection 107521660001	256-43200.612 UNIFORMS, BOOTS, ETC	65.48	29054	06/19/20
07010	06/09/20	June solar accounts 060620D	256-43200.622 ELECTRICAL SERVICE	91.68	29064	06/19/20
07010	06/09/20	June solar accounts 060620D	256-43220.002 WEST ST PS COSTS	64.91	29064	06/19/20
07010	06/09/20	June solar accounts 060620D	256-43220.001 SUSIE WILSON PS COSTS	55.07	29064	06/19/20
21240	06/12/20	FY20Q3 Advisory Agreement 20200613	256-43200.210 HEALTH INS & OTHER BENEFIT	108.00	29070	06/19/20
03070	05/31/20	May WTR BILLS Village 51799	256-43200.536 POSTAGE	658.12	29082	06/19/20
17505	06/12/20	May Solar Village 218	256-43200.622 ELECTRICAL SERVICE	138.26	29099	06/19/20
17505	06/12/20	May Solar Village 218	256-43220.002 WEST ST PS COSTS	608.63	29099	06/19/20
17505	06/12/20	May Solar Village 218	256-43220.001 SUSIE WILSON PS COSTS	399.42	29099	06/19/20
Report Total				40992.53		

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MEMORANDUM

TO: Essex Junction Board of Trustees via Evan Teich Unified Municipal Manager
FROM: James Jutras, Water Quality Superintendent
cc: Gregory Duggan, Deputy Manager
Ricky Jones, Public Works Superintendent
Chelsea Mandigo, Stormwater Coordinator
DATE: June 18, 2020
SUBJECT: Densmore Drive Engineering Services Change Order #2



When I met with the Board of Trustees on June 9 to discuss Densmore Drive, I mentioned that all utilities are in the way, complicating the design process. A proposed change order was discussed for sewer design work beyond the scope of the original project contract.

The sewer line is existing, it crosses Indian Brook and it is within the work area for the Culvert replacement. Proposed design work will be for alternatives analysis and redesign of the sewer line with the culvert reconstruction project. The Board authorized the Unified Manager was authorized to sign the change order (not to exceed \$20,000) pending review of the cost for reimbursement by FEMA.

Staff met with FEMA representatives for the required initial site meeting on June 16. We specifically asked about FEMA coverage of the sewer service design change order presented to the Trustees. FEMA noted the work would likely be eligible under "Part C - Hazard Mitigation" of the FEMA Public Assistance Program. However, FEMA could not/would not commit at this time.

The Change order is not yet holding up the design process. However, this extra sewer design work needs to be addressed soon in order to complete design and permitting in a timely manner. In discussing this with the Unified Manager, he agreed to process the Change Order.



MEMORANDUM

TO: The Essex Junction Board of Trustees via Evan Teich, Unified Municipal Manager
FROM: James Jutras, Water Quality Superintendent
cc: Capital Program Review Committee
Gregory Duggan, Deputy Manager
Sarah Macy, Finance Director
Rick Hamlin, Village Engineer
DATE: June 18, 2020
SUBJECT: Densmore Drive Culvert

A handwritten signature in blue ink, appearing to read "James Jutras".

The FEMA assistance reimbursement work is proceeding for replacement of the failed Densmore Drive culverts. A mandatory site meeting with FEMA project representatives occurred on June 16, officially starting the project.



At the June 16 meeting, the Trustees weighed in support of precast concrete as the material of choice for its longevity and broader span for the installation. Included in the design of the failed culvert is corresponding preliminary work to review the upstream culvert on Densmore Drive. This portion of the project is not eligible for FEMA funding but it is a key element to properly sizing the failed culvert.

Immediately following the FEMA meeting, the Hoyle Tanner project engineer and I revisited the upstream culverts for a condition assessment discussion. The upstream culverts are in poor condition with potential for failure if not replaced in the next several years. Most of the immediate structural issues are at the ends of the pipe, outside of the roadway. The rest of the pipe is not too far behind. Details of the condition will be presented in a report later this summer.

At this time, we simply want to bring this future project to your attention for consideration along with other capital needs.

MEETING SCHEDULES

06/19/2020

TOWN SELECTBOARD MEETINGS		VILLAGE TRUSTEES MEETINGS		JOINT MEETINGS	
					
June 22, 2020—6:30 PM		SB Special—online			
June 23, 2020—6:30 PM		VB Regular—online			
June 23, 2020—7:15 PM		JT—online			
July 6, 2020—6:30 PM		SB Regular—online			
July 6, 2020—7:15 PM		JT—online			
July 14, 2020—6:30 PM		VB Regular—online			
July 20, 2020—6:30 PM		SB Regular—online			
July 28, 2020—6:30 PM		VB Regular—online			
July 28, 2020—7:15 PM		JT—online			
August 3, 2020—6:30 PM		SB Regular			
August 3, 2020—7:15 PM		JT Special—81 Main			
August 11, 2020—6:30 PM		VB Regular			
August 18, 2020—6:30 PM		SB Regular			
August 25, 2020—6:30 PM		VB Regular			
August 25, 2020—7:15 PM		JT Special—2 Lincoln			
September 8, 2020—6:30 PM		VB Regular			
September 14, 2020—6:30 PM		SB Regular			
September 29, 2020—6:30 PM		VB Regular			
September 29, 2020—7:15 PM		JT Special—2 Lincoln			
October 5, 2020—6:30 PM		SB Regular			
October 5, 2020—7:15 PM		JT Special—81 Main			
October 13, 2020—6:30 PM		VB Regular			
October 19, 2020—6:30 PM		SB Regular			
October 27, 2020—6:30 PM		VB Regular			
October 27, 2020—7:15 PM		JT Special—2 Lincoln			
November 2, 2020—6:30 PM		SB Regular			
November 2, 2020—7:15 PM		JT Special—81 main			
November 10, 2020—6:30 PM		VB Regular			
November 16, 2020—6:30 PM		SB Regular			

November 24, 2020—6:30 PM	VB Regular
November 24, 2020—7:15 PM	JT Special—2 Lincoln
December 7, 2020—6:30 PM	SB Regular
December 7, 2020—7:15 PM	JT Special—81 Main
December 9, 2020—8:30 AM	VB All Day Budget Workshop
December 21, 2020—6:30 PM	SB Regular
December 29, 2020—6:30 PM	VB Regular
December 29, 2020—7:15 PM	JT Special—2 Lincoln
January 4, 2021—8:00 AM	SB—All Day Budget Workshop
January 11, 2021—6:30 PM	SB Regular
January 12, 2021—6:30 PM	VB Regular
January 18, 2021—6:30 PM	SB Regular
January 26, 2021—6:30 PM	VB Regular
January 26, 2021—7:15 PM	JT Special—2 Lincoln
February 1, 2021—6:30 PM	SB Regular
February 1, 2021—7:15 PM	JT Special—81 Main
February 9, 2021—6:30 PM	VB Regular
February 16, 2021—6:30 PM	SB Regular
February 23, 2021—6:30 PM	VB Regular
February 23, 2021—7:15 PM	JT Special—2 Lincoln
March 1, 2021—7:30 PM	Town Annual Meeting
March 9, 2021—6:30 PM	VB Regular
March 15, 2021—6:30 PM	SB Regular
March 23, 2021—6:30 PM	VB Regular
March 23, 2021—7:15 PM	JT Special—2 Lincoln
April 5, 2021—6:30 PM	SB Regular
April 5, 2021—7:15 PM	JT Special—81 Main
April 7, 2021—7:00 PM	Village Annual Meeting