

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

Online
Essex Junction, VT 05452
Tuesday, August 11, 2020
6:30 PM

E-mail: manager@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6951

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

- **WATCH:** the meeting will be live-streamed on [Town Meeting TV](#).
- **JOIN ONLINE:** [Join Microsoft Teams Meeting](#). Depending on your browser, you may need to call in for audio (below).
- **JOIN CALLING:** Join via conference call (*audio only*): (802) 377-3784 | Conference ID: 322 248 2#
- **PROVIDE FULL NAME:** For minutes, please provide your full name whenever prompted.
- **CHAT DURING MEETING:** Please use “Chat” to request to speak, only. **Please do not use for comments.**
- **RAISE YOUR HAND:** Click on the hand in Teams to speak or use the “Chat” feature to request to speak.
- **MUTE YOUR MIC:** When not speaking, please mute your microphone on your computer/phone.

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. **BUSINESS ITEMS**
 - a. Approve study of closing portion of Park Terrace
 - b. Approve temporary closure of Memorial Way for Open and Outside event (Aug. 14-16)
 - c. Update on Crescent Connector—Evan Teich
 - d. Discussion and potential action on merger, charter and separation
 - e. Discussion and potential action for moving to Australian ballot voting for budget approval
6. **CONSENT ITEMS**
 - a. Approve two vouchers per household for Open and Outside
 - b. Approve use of Village Conference Room for 1 Main Street park design charrette
 - c. Approve minutes: July 28, 2020
 - d. Check Warrant #17210—07/31/2020
7. **READING FILE**
 - a. Board Member Comments
 - b. Memo from Greg Duggan re: Update on Essex clean-up day
 - c. Memo from Robin Pierce re: Village Center Development: 3 Maple Street
 - d. Email from Lillie Bleau re: Essex policing needs to change
 - e. Racial justice work plan from Creative Discourse
 - f. Upcoming meeting schedule
8. **EXECUTIVE SESSION**
 - a. An executive session is not anticipated
9. **ADJOURN**

This agenda is available in alternative formats upon request. Meetings of the Trustees, like all programs and activities of the Village of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the Unified Manager's office at 878-6951.

Certification: 08/07/2020

Date Posted


Initials



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: August 11, 2020
SUBJECT: Park Terrace

Issue

Some drivers on Park Terrace, which is two way for a short distance from Park Street and then one way going to School Street, have caused a perennial problem by driving the wrong way down Park Terrace, and parking illegally on the road.

Discussion

Monitoring of the situation can only do so much, and policing it on a permanent basis is not practicable. Neighbours have often complained about the situation which they say has been exacerbated as the Village Center is developed in accordance with local and regional goals. There is an opportunity to study closure off a small section of Park Terrace between 3 and 4 Park Terrace and telephone pole 724670. See attached map. In this scenario the two eastern most driveways on Park Terrace would continue to access their properties from Park Street which currently is the only legal way to access the properties. Of the three other properties on Park Terrace two have frontages on both School Street and Park Terrace. There is a third property in the middle of Park Terrace on the north side of the road. This section of Park Terrace would become two way enabling the three properties in question to access the road from School Street via Pearl Street. Cyclist and pedestrians would be able to continue accessing Park Street from Park Terrace. This configuration would eliminate vehicles driving the wrong way on the street and separate the residential section of the road from the Village Center commercial district. Staff would like to study this proposal and determine if this idea would resolve current issues and make the area more workable and livable. Public Works and EPD have considered this proposal and find it acceptable.

Cost

Cost is not determined at the moment. Once a study has been undertaken the cost to make the changes will be confirmed if the study finds the change is warranted.

Recommendation

Staff recommends that the Trustees give approval to study the potential to reduce vehicle issues on Park Terrace by closing a portion of the road to all but emergency vehicles.





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MEMORANDUM

TO: Evan Teich, Unified Manager, Trustees
FROM: Robin Pierce, Community Development Director
DATE: August 11, 2020
SUBJECT: Village Center: Open and Outside Event

Issue

The issue is whether the Trustees wish to close Memorial Way for the Open and Outside event August 14-16.

Discussion

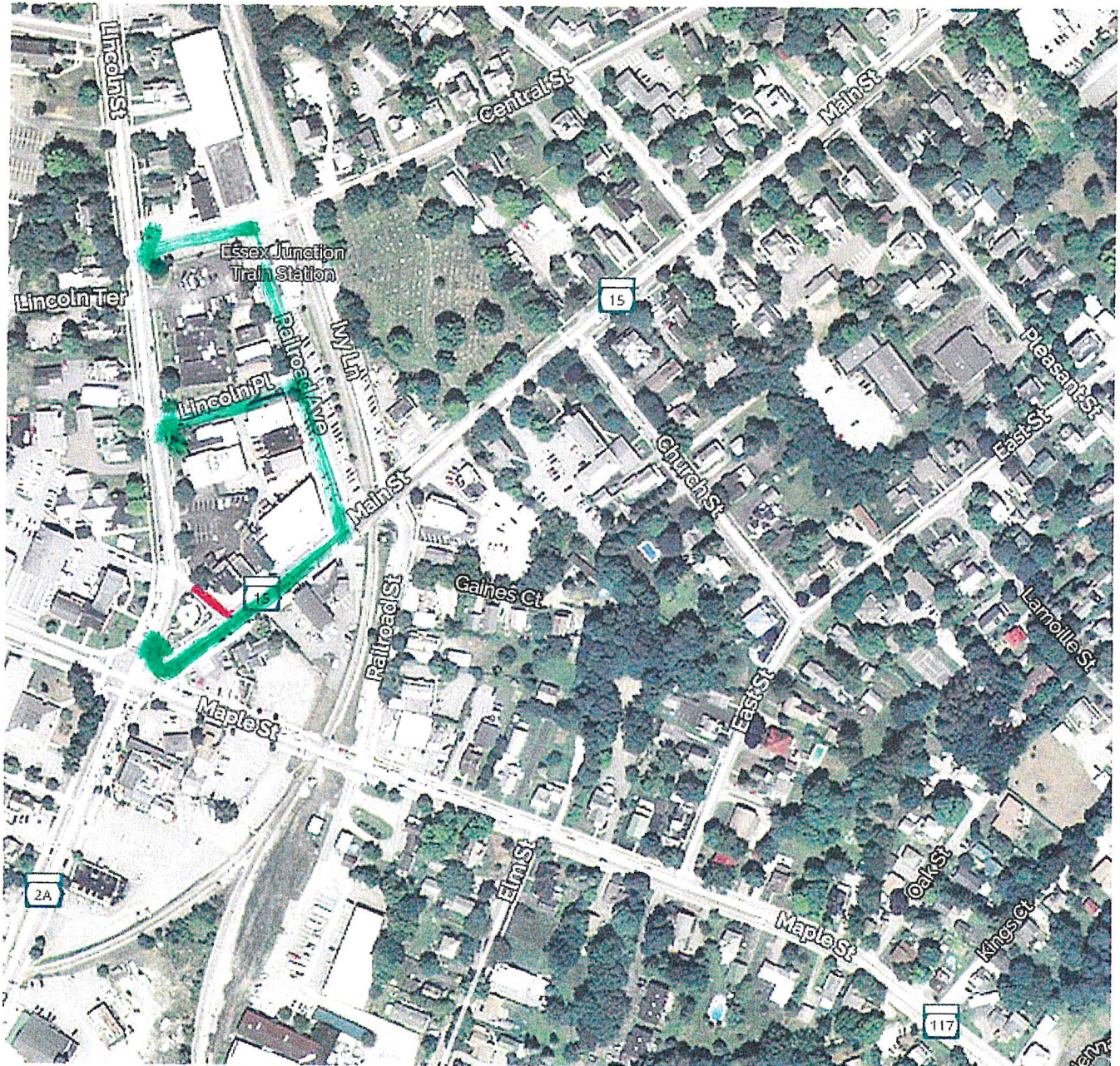
Closing off this small piece of road temporarily would provide an opportunity to create two or three picnic table spots for the event that would be accessed from the current sidewalk ramps. The road is one way from Main to Lincoln. Public Works would close off the Main Street side as they have done for the Memorial Day parade with barriers. A map (attached) shows alternative vehicle routes during this time. The road would be closed from 1pm August 14th to 8 am August 17th.

Cost

The work would be undertaken by Village Staff.

Recommendation

Staff recommends that the Trustees give Staff approval to close off the slip road in front of TD bank for the Open and Outside event.





MEMORANDUM

TO: Village Trustees
FROM: Evan Teich, Unified Manager
DATE: August 8, 2020
SUBJECT: Update on Crescent Connector

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

Issue

The issue is to provide the Village Trustees and the public with an update on the Crescent Connector.

Discussion

There are no materials for this agenda item.

Cost

There is no cost associated with this issue.

Recommendation

This memo is for informational purposes only.

Memo

From: Andrew Brown, President

To: Essex Junction Board of Trustees

8/8/2020

The Trustees and Selectboard have been collaborating on consolidation and merger since 2012, and our efforts have produced various mutually beneficial results. After the proposal to create a unified recreation district was rejected by voters in 2016, the Trustees expressed the need to address the overall community governance before exploring any more departmental or service consolidations. This resulted in the creation of the Governance Subcommittee, consisting of two Trustees residing in the Village and two Selectpersons who resided outside the Village. The subcommittee researched and vetted various governance models for the two boards. After reviewing the results the two boards unanimously agreed that merger was the best path forward. They also agreed that rather than modifying the existing Town Charter they would create a new Town Charter in a focused collaborative project called 'Greater Essex,' and set November 2020 as the goal for voting on the new charter. The boards agreed to have the Governance Subcommittee continue as the working group that would develop recommendations for the new charter, to be reviewed, modified, and finalized by the two full boards.

Based on the results of a community-wide survey and guidance by Attorney Dan Richardson, a specialist in municipal law, the Subcommittee proposed incorporating into the new charter a legislative body of seven members, with three members elected from within the former boundaries of Essex Junction, three from outside the boundaries, and one at-large. Around the same time, a group of citizens from Essex outside Essex Junction began circulating a petition to compel the Selectboard to hold a vote to modify the existing Town Charter to expand the Selectboard by one member and create two voting wards, one consisting of the entirety of Essex Junction and one the remainder of the Town outside Essex Junction. Fewer than 1% of the signatures on the petition were collected from within Essex Junction. As we know, the resulting vote passed town-wide but failed in the Village, and was subsequently tabled by the Government Operations Committee of the Vermont House of Representatives. In a letter explaining her Committee's reasons for not approving the '3-3' Charter change (attached), the Chair of Committee also expressed the Committee's positive anticipation of working with Selectboard and Trustees on a new Town Charter for consolidating the Town and Village governments.

Through March to May of this year the two boards jointly edited and gave tentative approval to a majority of the key clauses and paragraphs of the new Charter, but were forced to postpone finalizing it due to the pandemic.

With indecision among the two boards on how and when to proceed with the Charter work, the Selectboard has now indicated their intention to move forward with their own initiative to modify the existing Town Charter to: a) have voting for the Town budget be by Australian ballot instead of in- person voice vote, and b) resubmit a modified version of the '3-3' selectboard model to the House Government Operations Committee. Both of these charter change proposals reflect important features of the merger charter we have been jointly developing, with the aim of making the charter as desirable as possible to the widest number of Town and Village residents.

We, as a separate board, have not had an opportunity to discuss the Selectboard's decision to unilaterally move forward with their own charter initiatives, and the implications of their decision for the Village community. As such I hope we can use the time on Tuesday night to come to consensus on how to respond to their decision and how to proceed with our joint merger effort. Some of the key points we might want to consider include:

1. Propose a joint meeting schedule to get a finalized merger charter completed before Friday 8/21
2. Finalize the merger charter by ourselves to put it on the ballot this November, as originally planned. It would still require a town-wide vote to be valid, but it would indicate to us the Village community's desire to proceed with merger.
3. Writing a letter to the House Government Ops Committee (in partnership with our 8-2 Representatives) requesting they continue to table the '3-3' proposal until there is a decision by both the Trustees and Selectboard on merger.
4. Should we formulate a response to the Selectboard's proposals to modify the Town Charter regarding:
 - a. The '3-3' selectboard model
 - b. Moving from voice vote to Australian ballot
5. Should we consider developing our own charter change initiatives including:
 - a. Moving from voice vote to Australian ballot
 - b. A charter for an independent city of Essex Junction

May 29, 2020

Evan Teich
Unified Manager
Town of Essex & Village of Essex Junction
81 Main Street
Essex Junction, VT 05452

Re: H. 944 – Amendments to the Town of Essex Charter

Dear Mr. Teich:

We wanted to update you on our review of H. 944 – Amendments to the Town of Essex Charter.

As you may know, because of the COVID-19 state of emergency the workload of our committee has dramatically increased with much of that work focused on helping cities and towns deal with the crisis. At the same time, the allotted committee time we have each week has decreased significantly because of the need to meet virtually via Zoom conferencing services. Nevertheless, we made a commitment to review and discuss many of the charter amendment bills that have been assigned to our committee. Our goal in that review was to identify charter amendments that were straightforward and urgent that we could quickly vote out of committee.

Unfortunately, the proposed amendments to the Town of Essex Charter are not straightforward. Nor do they appear urgent. While H. 944 has only one operative provision – the expansion of the selectboard in the town to a six-member board, there are a number of issues with the amendments:

1. The proposed amendments do not contain any transitional provisions for electing the selectboard. Typically, when you are changing the composition of a legislative body, there are transitional provisions to ensure member terms are staggered and that you are preserving existing members terms. As Legislative Counsel discussed in our committee, the lack of transitional provisions may also raise constitutional issues as duly elected members of the current selectboard would have to make way for new members.

2. The proposed districts – inside the Village of Essex Junction and outside the Village – may violate the Equal Protection Clause of the Fourteenth Amendment of the U.S. Constitution now or in the future. Local governments are subject to the one person, one vote rule that requires equal population among districts. See Avery vs. Midland Cty., 390 U.S. 474, 484-85 (1968). Even if the proposed districts have equal populations today, the proposed amendments to the Town of Essex Charter do not contain any reapportionment language if the populations of the two districts change. See, e.g., 24 VSA Appendix ch. 1, § 103 (City of Barre Charter); 24 VSA Appendix ch. 5, § 201 (City of Montpelier Charter); and 24 VSA Appendix ch. 9, § 1.03 (City of Rutland Charter).
3. The proposed amendment calls for an even number of selectboard members. Typically, selectboards in Vermont have three or five members. An odd number of members helps avoid a deadlock because of a tie vote. Research also indicates that boards with an odd number of members make better decisions. It is the standard practice of our committee to recommend that any board with decision-making authority have an odd number of members.

We note that some of the issues we raise were also raised by the Greater Essex 2020 Governance Subcommittee. See Governance Subcommittee, Governance Recommendations - <https://www.greateressex2020.org/uploads/1/2/6/3/126381556/governancesubcommitteerecommendations-020320-.pdf>.

Given our current workload and the issues we have raised, it makes the most sense to table H. 944 for now. We look forward to re-visiting a charter change once the voters of the Town of Essex and the Village of Essex Junction have approved a plan of merger. As you may know, Title 24, Chapter 49 requires the development of a charter for a consolidated municipality as part of a plan or merger. It is our hope that our concerns can be addressed as part of this more thorough process and that we can work with you to ensure passage of the plan of merger in the General Assembly.

Sincerely,

Sarah Copeland Hanzas
Chair, House Government Operations

John Gannon
Vice-Chair, House Government Operations

cc: Town of Essex Selectboard
Village of Essex Trustees
Susan McNamara-Hill

Memorandum

To: Board of Trustees; Evan Teich, Unified Manager
Cc: Susan McNamara-Hill, Clerk
From: Greg Duggan, Deputy Manager *GD*
Re: Moving to Australian ballot voting for Village budget
Date: August 7, 2020

Issue

The issue is for the Trustees to discuss the possibility of including a question on the November 2020 ballot about moving to Australian ballot voting for the municipal budget, and potentially direct staff to include such a question on the ballot.

Discussion

The Trustees may wish to discuss whether or not ask voters if they want to move to Australian ballot voting for the Village budget; the Selectboard is considering a similar question for the Town budget.

The Village Attorney has advised that the change to Australian ballot voting for the Village budget would require a charter change. Section 6.09 of the charter specifies when Village meeting will be held (first Wednesday of April), and that the budget shall be discussed and adopted at that meeting. Moving to Australian ballot budget voting would require a change in the language to Section 6.09. The Vermont Legislature also needs to approve charter changes.

The deadline for including items on the November 2020 ballot is August 21. If the Trustees wish to include a question about moving to Australian ballot budget voting, they would either need to hold a special meeting to finalize the language, or direct staff to include the necessary language on the ballot.

Cost

n/a

Recommendation

This memo is for discussion. If the Trustees wish to include a question about moving to Australian ballot budget voting on the November 2020 ballot, the following motion is recommended:

“I move that the Trustees direct staff to work with the Village Attorney to include the necessary language on the November 2020 ballot to ask voters whether or not to move to Australian ballot voting for the Village municipal budget.”



Community Development Department

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MEMORANDUM

TO: Evan Teich, Unified Manager, Trustees
FROM: Robin Pierce, Community Development Director
DATE: August 11, 2020
SUBJECT: Village Center: Open and Outside Event and Park Design Charrette

Issue

Information about Open and Outside and the 1 Main Street Charrette, and approval of two vouchers and use of Village Conference Room.

Discussion

Tickets for the event can be picked up from the Village offices August 12th 10-2, August 13th 2-5, and August 14th 10-noon. It has been suggested that we should make two \$10 vouchers available to every Village household that applies while keeping spend within the \$10,000 voucher cap. Attached is a list of businesses who have said they will participate in the event. Vouchers are not valid for use at businesses who are not participating.

1 Main Street. The charrette for designing a park at 1 Main Street will be from noon to 2 on August 14th in the Trustee meeting room. Tables with maps will be available and the number of participants at any one time will be restricted to maintain social distancing. Entry and exit will be on a one way system using the two doors into the room.

Cost

The budget for this event has already been approved by the Trustees.

Recommendation

Staff recommends that the Trustees increase the \$10 vouchers available to two per Village household and that the tickets can be picked up from the Village offices on the dates and times previously mentioned in this memo.

Staff recommends that the Trustees approve the use of the meeting room at 2 Lincoln for a Charrette for the 1 Main Street Park on August 14th from 10-noon.

Village Consent 6a and b

Rockies Pizza
Practical Magick
mcgillacuddy's Five Corners
Nest Bakery
Yankee Pride Quilts
Firebird Café
Mark BBQ
Heart n Soul by Mark BBQ
Dark Room Gallery
Maplehurst Florist
Railroad and Main
Karen's Kloset
Salon Arcadia
El Gato Cantina
Essex Barber Shop
Mason Brothers

**VILLAGE TRUSTEES
(DRAFT)**

**VILLAGE OF ESSEX JUNCTION TRUSTEES
MEETING MINUTES
July 28, 2020**

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

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

OTHERS PRESENT: Rupesh Asher; Annie Cooper; Betsy Dunn; Adam Kavanaugh; Timothy Miller; Russell Mills; Bruce Post; Ken Signorello; Gabrielle Smith; Margaret Smith; Daryl Stultz; Carmille Terborgh; Irene Wrenner; Sharon Zukowski.

1. CALL TO ORDER

Mr. Tyler called the meeting of the Village of Essex Junction Board of Trustees to order at 6:30 PM, with Ms. Thibeault and Mr. Chawla in attendance

2. AGENDA ADDITIONS/CHANGES

There were no additions or changes to the agenda.

3. APPROVE AGENDA

With no additions or changes to the agenda, approval was not required.

4. PUBLIC TO BE HEARD

a. Comments from Public on Items Not on Agenda

Ms. Cooper made reference to a new newspaper called the Essex Retorter to point out what she sees as unnecessary, harsh negativity aimed at the boards. She said she feels strongly such negativity is not needed when people voice opinions. She said she feels badly that the boards are shouldering this.

5. BUSINESS ITEMS

a. Approve the FY21 Village General tax rate

Staff presented the FY21 Village General Tax rate for board discussion. Ms. Macy said the final tax rate is slightly higher than planned due to lower than anticipated grand list growth. She explained how the tax rate was calculated and said it is a 7% change over the previous year. This would be a \$27 tax increase on an average \$280,000 home. She reminded the Trustees that this is the last year of the approved penny on the tax rate for economic development. Mr. Teich said this presentation is only about the Village tax rate, not inclusive of the school tax rate or the Town tax rate. Combined, these equate a \$222 increase from the previous year. The Trustees had no questions about the proposed General Tax rate for FY21.

RAJ CHAWLA made a motion, seconded by AMBER THIBEAULT, that the Trustees set the FY21 Village General tax rate at \$0.3302 per \$100 of assessed property value. The motion passed 3-0.

b. Consider request for financial implications of separation of Village of Essex Junction and Town of Essex

Mr. Kerin arrived during this agenda item at 6:53 PM.

Mr. Tyler presented the issue of whether the Trustees would consider a request from residents for “complete and accurate calculations of what the costs would be if our two communities separated”. He mentioned that, in the past, a breakdown of every department in the Town and Village had been calculated, considering Town residential, Town commercial, Village residential and Village commercial tax revenues and expenses. He proposed they move forward with this request, utilizing a similar calculation of where the money comes from and where it is spent. He suggested that staff not speculate, therefore question # 5 of the requested breakdown should not be considered. The board members talked about the challenges with trying to identify when departments were established. They acknowledged that this undertaking is complex and Ms. Macy explained her current workload including audits and budgeting activities. Mr. Teich reiterated that the process of putting together answers to the request should not include speculative information. He said this exercise could clarify for residents exactly what is being funded by which money sources. Ms. Macy said she appreciated the clarity of the request’s questions. Mr. Chawla suggested that this information could illustrate an alternate scenario if merger fails. Mr. Kerin said it will also help people better understand how taxes are paid and how much they pay for.

GEORGE TYLER made a motion, seconded by DAN KERIN, that the Trustees direct staff to provide a financial breakdown of Village and Town municipal expenditures and revenue sources according to Town and Village residential and commercial sources, with GLOBALFOUNDRIES to be included as a Village commercial source. The motion passed 4-0.

Ms. Cooper commented that she trusts Ms. Macy’s ability to conduct this work.

c. Discuss potential impacts of merger on planning and development

Mr. Tyler provided a slide presentation about planning that he believes is necessary for a merger to be effective. He described the community demographics, highways, and the political capital built around the Village of Essex Junction’s downtown development. He said the culture difference of the Village of Essex Junction is due to over half of the Trustee agenda items focused on small, urbanized downtown development, financial capital and planning that requires specific resources, an entrepreneurial approach to development and making progress in private investments into the downtown. He suggested that prior to a merger agreement, the Trustees should ensure the continuation of downtown development, keeping in mind that there is no formula for how to design a downtown, but a consolidated Essex Community Development and Planning office could help with this. He suggested that zoning and development projects should not be sacrificed during the merger. He stressed the importance of maintaining good relations with downtown investors post-merger.

Mr. Chawla commended Mr. Tyler’s presentation and slides and said this topic should be revisited to develop a plan. Mr. Teich clarified that the presentation suggests downtown should be upheld as a priority even after the merger. He noted that without intentionality of focus, many downtowns die. He suggested multiple ways people are drawn into the downtown, to continue with the sustainability and revitalization of Essex Junction.

d. Approve resolution of appreciation for Police Chief Rick Garey

Mr. Tyler read the resolution to Chief Garey into the record:

“WHEREAS, Rick P. Garey was hired as a police officer for the Town of Essex on June 5, 1989; and,

WHEREAS, Rick retired on July 17, 2020; and,

WHEREAS, Rick has concluded more than 31 years of dedicated service to the Essex community; and,

WHEREAS, Rick has served the Essex Police Department and the Vermont law enforcement community exceptionally well for decades as an officer, command staff and Chief of Police; and,

WHEREAS, Rick supervised and mentored many subordinates, as a commander and Chief of Police; and,

WHEREAS, Rick has served as a dispatcher, a patrol officer, a detective, and was promoted to Corporal, Sergeant, the Town’s IT Director, Lieutenant, Captain and finally Chief; and,

WHEREAS, Rick has been a part of several major criminal investigations during his tenure at the Essex Police that greatly impacted the safety and welfare of the communities of Essex and citizens of Vermont; now be it

RESOLVED, that the Selectboard, Board of Trustees and Unified Manager, on behalf of the citizens of the Essex Community, hereby extend our gratitude to Rick for his many years of service to the people of Essex.

Adopted this 20th day of July, 2020.”

RAJ CHAWLA made a motion, seconded by AMBER THIBEAULT, that the Trustees accept the resolution. The motion passed 4-0.

6. CONSENT ITEMS

DAN KERIN made a motion, seconded by AMBER THIBEAULT, that the Trustees approve the Consent Agenda:

- a. Approval of additional funding for design, posters, and tickets for Open and Outside event
- b. Approve minutes: July 14, 2020
- c. Check Warrant #17208—07/17/2020; #17209—07/24/2020

The motion passed 4-0.

7. READING FILE

a. Board Member Comments

- Mr. Chawla said he thinks any items pulled from the proposed charter should be discussed with the trustees first.
 - Mr. Tyler said he wants to ensure an atmosphere of working together with the merger and not making unilateral decisions.
- b. Emails from Eileen Girling and Stephen O. Lizewski re: Kudos! Re: Lamoille Street Construction Work for July 23, 2020
 - c. Upcoming meeting schedule

8. EXECUTIVE SESSION

- a. *An executive session is not anticipated
An executive session did not take place.

9. ADJOURN

Mr. Tyler acknowledged completion of the agenda for the regular meeting and entered the Trustees into the Joint meeting of the Trustees and Selectboard at 7:42 PM.

RAJ CHAWLA made a motion, seconded by AMBER THIBEAULT, to adjourn. The motion passed 4-0 at 10:20 PM.

Respectfully Submitted,
Cathy Ainsworth
Recording Secretary

Village Consent 6d

07/31/20

Town of Essex / Village of EJ Accounts Payable

Page 1 of 7

11:20 am

Check Warrant Report # 17210 Current Prior Next FY Invoices For Fund (GENERAL FUND)

hpackard

For Check Acct 01 (GENERAL FUND) All check #s 07/31/20 To 07/31/20 & Fund 2

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14400	ABOVE AND BEYOND	07/15/20	CLEANING 6/5-8/1 5120	210-41943.020 Contractual Svc - 2 Linco	600.00	29636	07/31/20
14400	ABOVE AND BEYOND	07/15/20	CLEANING 6/5-8/1 5120	210-41943.021 Contractual Svcs - Browne	2212.75	29636	07/31/20
05290	ADVANCE AUTO PARTS	07/17/20	BRAKE CLEANER 14 552019938367	210-43110.610 SUPPLIES	31.32	29637	07/31/20
07465	BIBENS ACE HARDWARE INC	07/20/20	Hardware 384805	210-41942.021 R&M Bldg - Brownell	6.34	29644	07/31/20
00530	BRODART CO	06/19/20	ADULT MATERIALS, SUPPLIES B5924608	210-45551.640 ADULT COLLECTION-PRINT &	13.31	29646	07/31/20
00530	BRODART CO	06/19/20	ADULT MATERIALS, SUPPLIES B5924608	210-45551.610 SUPPLIES	0.80	29646	07/31/20
00530	BRODART CO	06/25/20	YOUTH MATERIALS B5927152	210-45551.641 JUVEN COLLECTION-PRNT & E	464.14	29646	07/31/20
00530	BRODART CO	06/25/20	YOUTH MATERIALS B5927152	210-45551.610 SUPPLIES	32.80	29646	07/31/20
00530	BRODART CO	06/25/20	YOUTH MATERIALS B5927153	210-45551.610 SUPPLIES	1.60	29646	07/31/20
00530	BRODART CO	06/25/20	YOUTH MATERIALS B5927153	210-45551.641 JUVEN COLLECTION-PRNT & E	19.42	29646	07/31/20
00530	BRODART CO	06/25/20	ADULT MATERIALS B5927171	210-45551.640 ADULT COLLECTION-PRINT &	551.87	29646	07/31/20
00530	BRODART CO	06/25/20	ADULT MATERIALS B5927171	210-45551.610 SUPPLIES	28.00	29646	07/31/20
00530	BRODART CO	06/25/20	YOUTH MATERIALS B5927196	210-45551.641 JUVEN COLLECTION-PRNT & E	51.84	29646	07/31/20
00530	BRODART CO	06/25/20	YOUTH MATERIALS B5927196	210-45551.610 SUPPLIES	4.00	29646	07/31/20
00530	BRODART CO	06/25/20	YOUTH MATERIALS B5927200	210-45551.641 JUVEN COLLECTION-PRNT & E	35.88	29646	07/31/20
00530	BRODART CO	06/25/20	YOUTH MATERIALS B5927200	210-45551.610 SUPPLIES	2.40	29646	07/31/20
00530	BRODART CO	07/07/20	ADULT MATERIALS B5932187	210-45551.640 ADULT COLLECTION-PRINT &	32.02	29646	07/31/20
22140	BSC INDUSTRIES INC	07/17/20	SMALL BORE SEAL 3685023	210-43110.432 R&M Services - Vehicles	10.38	29648	07/31/20
21210	CINTAS LOC # 68M 71 M	07/23/20	misc. supplies 5021727232	210-43110.610 SUPPLIES	72.40	29650	07/31/20
06530	CITY DIRECTORIES SUBSIDIA	07/15/20	Adult Collection 10003725718	210-45551.640 ADULT COLLECTION-PRINT &	231.00	29651	07/31/20
04940	COMCAST	07/19/20	Internet 2 Lincoln 7/26-8 0136343 0720	210-41945.020 Telephone - 2 Lincoln St	153.35	29654	07/31/20
04940	COMCAST	07/19/20	Internet 2 Lincoln 7/26-8 0136343 0720	210-33582.005 Town contribution other	-153.35	29654	07/31/20
11870	CVC PAGING	07/25/20	airtime fee 1898786944	210-43110.442 EQUIPMENT RENTALS	69.00	29657	07/31/20
35260	EAST COAST PRINTERS INC	07/16/20	hats 07172015	210-43110.612 UNIFORMS,BOOTS,ETC	360.00	29659	07/31/20
23215	ESSEX EQUIPMENT INC	07/24/20	Auger Rental MSP Bathroom 107576200001	210-45220.434 MAINTENANCE-BUILDINGS/GRO	34.72	29662	07/31/20

07/31/20

Town of Essex / Village of EJ Accounts Payable

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11:20 am

Check Warrant Report # 17210 Current Prior Next FY Invoices For Fund (GENERAL FUND)

hpackard

For Check Acct 01 (GENERAL FUND) All check #s 07/31/20 To 07/31/20 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
38955	F W WEBB COMPANY	07/20/20 BU PVC 3x2 SPGxF S80 838- 67926515	210-43110.432 R&M Services - Vehicles	27.19	29663	07/31/20
38955	F W WEBB COMPANY	07/20/20 CPLG 2-1/2 BLK M1 67929559	210-43110.432 R&M Services - Vehicles	14.16	29663	07/31/20
21845	FIRST NATIONAL BANK OMAHA	07/20/20 YOUTH PROGRAMS, VINS PASS 0017 720	210-45551.837 CHILDRENS PROGRAMS	72.47	29666	07/31/20
21845	FIRST NATIONAL BANK OMAHA	07/20/20 YOUTH PROGRAMS, VINS PASS 0017 720	210-45551.640 ADULT COLLECTION-PRINT &	75.00	29666	07/31/20
21845	FIRST NATIONAL BANK OMAHA	07/20/20 YOUTH PROGRAMS, VINS PASS 0017 720	210-45551.641 JUVEN COLLECTION-PRNT & E	75.00	29666	07/31/20
21845	FIRST NATIONAL BANK OMAHA	07/20/20 YOUTH PROGRAMS, VINS PASS 0017 720	210-45551.530 TECHNOLOGY ACCESS	144.00	29666	07/31/20
00820	GLOBAL EQUIPMENT COMPANY	07/07/20 Dog Waste Bags 116216723	210-45220.610 SUPPLIES	380.79	29669	07/31/20
04035	GOT THAT RENTAL & SALES I	07/24/20 shovel and rake 75379	210-43110.610 SUPPLIES	443.90	29670	07/31/20
14910	GROTEN RAPHAEL	07/01/20 CHILDRENS PROGRAMS 07082020	210-45551.837 CHILDRENS PROGRAMS	350.00	29673	07/31/20
V9454	LENNY'S SHOE & APP	07/17/20 uniforms - Jamie 3307996	210-43110.612 UNIFORMS,BOOTS,ETC	178.98	29679	07/31/20
05485	NATIONAL BUSINESS LEASING	07/25/20 Copier leases 7/15-8/14/2 68897969	210-45551.442 Rental of Equipment	80.72	29687	07/31/20
05485	NATIONAL BUSINESS LEASING	07/25/20 Copier leases 7/15-8/14/2 68897969	210-45551.442 Rental of Equipment	80.74	29687	07/31/20
05485	NATIONAL BUSINESS LEASING	07/25/20 Copier leases 7/15-8/14/2 68897969	210-43110.442 EQUIPMENT RENTALS	72.59	29687	07/31/20
05485	NATIONAL BUSINESS LEASING	07/25/20 Copier leases 7/15-8/14/2 68897969	210-41320.442 LEASED SERVICES	138.97	29687	07/31/20
06675	NATIONAL BUSINESS TECHNOL	07/24/20 Copier usages 6/18-7/17/2 IN377527	210-45551.442 Rental of Equipment	53.94	29688	07/31/20
06675	NATIONAL BUSINESS TECHNOL	07/24/20 Copier usages 6/18-7/17/2 IN377527	210-43110.442 EQUIPMENT RENTALS	0.67	29688	07/31/20
06675	NATIONAL BUSINESS TECHNOL	07/24/20 Copier usages 6/18-7/17/2 IN377527	210-41320.442 LEASED SERVICES	10.88	29688	07/31/20
25680	NORTHEAST NURSERY INC	07/10/20 Field Red Dirt 920263	210-45220.610 SUPPLIES	302.04	29690	07/31/20
24100	PERMA-LINE CORP OF NEW EN	07/25/20 TRAFFIC SIGNS 181415	210-43120.610 Summer Const - Supplies	210.00	29692	07/31/20
25140	PIKE INDUSTRIES INC	07/24/20 Asphalt 1090817	210-43120.610 Summer Const - Supplies	254.72	29693	07/31/20
25635	PIONEER MANUFACTURING CO	07/08/20 field maint equip INV758410	210-45220.610 SUPPLIES	495.00	29694	07/31/20
24410	PRIORITY EXPRESS INC	07/19/20 COURIER SERVICES 80272030	210-45551.536 POSTAGE/DELIVERY	41.48	29695	07/31/20
18010	REYNOLDS & SON, INC.	07/22/20 MER Repair 3375238	210-42220.570 MAINTENANCE OTHER	24.58	29697	07/31/20
18010	REYNOLDS & SON, INC.	07/24/20 911 PANT REPAIR 3375384	210-42220.612 UNIFORMS,BOOTS,ETC	173.12	29697	07/31/20
02050	RON BUSHEY'S SUNOCO	06/30/20 EJRP Vehicle Gas 1019389	210-41944.026 Gasoline - Maple St Park	44.54	29699	07/31/20

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For Check Acct 01 (GENERAL FUND) All check #s 07/31/20 To 07/31/20 & Fund 2

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
37965	S D IRELAND CONCRETE	07/16/20	38 South Street sidewalk 834871	210-43124.570 Sidewalk and Curb Mainten	242.00	29701	07/31/20
37965	S D IRELAND CONCRETE	07/23/20	Maple Street sidewalk 83681	210-43124.570 Sidewalk and Curb Mainten	441.00	29701	07/31/20
11345	SANITARY EQUIPMENT CO INC	07/22/20	COBRA HOSE REEL 0138020	210-43110.432 R&M Services - Vehicles	755.71	29702	07/31/20
29835	SHERWIN-WILLIAMS	06/24/20	MSP Bathroom Paint 10694	210-45220.610 SUPPLIES	184.82	29708	07/31/20
29835	SHERWIN-WILLIAMS	07/23/20	plastic 34818	210-43110.610 SUPPLIES	95.62	29708	07/31/20
14740	SWISH WHITE RIVER LTD	07/07/20	Bleach and Hand Soap W382012	210-45220.610 SUPPLIES	103.75	29710	07/31/20
36825	THE SMALL ENGINE CO INC	07/01/20	Mower Parts 086667	210-45220.610 SUPPLIES	255.76	29713	07/31/20
36825	THE SMALL ENGINE CO INC	07/01/20	Maintenance Supplies 086670	210-45220.610 SUPPLIES	14.54	29713	07/31/20
36825	THE SMALL ENGINE CO INC	07/06/20	Mower parts 086715	210-45220.610 SUPPLIES	643.68	29713	07/31/20
36130	VERIZON WIRELESS	07/18/20	WIRELESS CELL SERVICE 9858968772	210-43110.530 Communications	35.01	29715	07/31/20
36130	VERIZON WIRELESS	07/19/20	telephone ipads 9859008502	210-43110.530 Communications	197.10	29716	07/31/20
11935	VIKING-CIVES USA	07/24/20	JOHNSTON BRUSH 2 PC-710mm 4499073	210-43110.610 SUPPLIES	526.12	29718	07/31/20
21230	VISION SERVICE PLAN (CT)	07/19/20	Vision Prem Aug 2020 Vill 080120V	210-41320.210 HEALTH INS & OTHER BENEFI	48.81	29719	07/31/20
21230	VISION SERVICE PLAN (CT)	07/19/20	Vision Prem Aug 2020 Vill 080120V	210-41510.210 Group Insurance	13.61	29719	07/31/20
21230	VISION SERVICE PLAN (CT)	07/19/20	Vision Prem Aug 2020 Vill 080120V	210-43110.210 HEALTH INS & OTHER BENEFI	67.94	29719	07/31/20
21230	VISION SERVICE PLAN (CT)	07/19/20	Vision Prem Aug 2020 Vill 080120V	210-43151.210 HEALTH INS & OTHER BENEFI	10.01	29719	07/31/20
21230	VISION SERVICE PLAN (CT)	07/19/20	Vision Prem Aug 2020 Vill 080120V	210-45551.210 HEALTH INS & OTHER BENEFI	105.57	29719	07/31/20
21230	VISION SERVICE PLAN (CT)	07/19/20	Vision Prem Aug 2020 Vill 080120V	210-41970.210 HEALTH INS & OTHER BENEFI	18.76	29719	07/31/20
21230	VISION SERVICE PLAN (CT)	07/19/20	Vision Prem Aug 2020 Vill 080120V	210-45110.210 HEALTH INS & OTHER BENEFI	86.81	29719	07/31/20
21230	VISION SERVICE PLAN (CT)	07/19/20	Vision Prem Aug 2020 Vill 080120V	210-45220.210 HEALTH INS & OTHER BENEFI	13.61	29719	07/31/20
07565	W B MASON CO INC	06/09/20	COVID SUPPLIES 211011878	210-41320.600 Emergency Prep. Supplies	69.18	29726	07/31/20
07565	W B MASON CO INC	06/11/20	COVID SUPPLIES 211089573	210-41320.600 Emergency Prep. Supplies	149.97	29726	07/31/20
07565	W B MASON CO INC	06/29/20	COVID SUPPLIES 211545852	210-41320.600 Emergency Prep. Supplies	85.35	29726	07/31/20
07565	W B MASON CO INC	06/29/20	COVID SUPPLIES 211558645	210-41320.600 Emergency Prep. Supplies	140.08	29726	07/31/20
07565	W B MASON CO INC	06/30/20	COVID SUPPLIES 211591296	210-41320.600 Emergency Prep. Supplies	238.34	29726	07/31/20

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07565	W B MASON CO INC	07/06/20 COVID SUPPLIES 211720064	210-41320.600 Emergency Prep. Supplies	129.90	29726	07/31/20
07565	W B MASON CO INC	07/07/20 Toilet Paper EJPR 211773102	210-45220.610 SUPPLIES	111.96	29726	07/31/20
07565	W B MASON CO INC	07/09/20 Cleaning Supplies 211854599	210-45220.610 SUPPLIES	155.18	29726	07/31/20
07565	W B MASON CO INC	07/10/20 Cleaning Supplies 211893861	210-45220.610 SUPPLIES	155.18	29726	07/31/20
07565	W B MASON CO INC	07/15/20 COVID SUPPLIES 212012381	210-41320.600 Emergency Prep. Supplies	140.61	29726	07/31/20
07565	W B MASON CO INC	07/16/20 Sanitizing Wipes 212050103	210-45220.610 SUPPLIES	143.76	29726	07/31/20
07565	W B MASON CO INC	07/22/20 Toilet Paper 212210573	210-45220.610 SUPPLIES	111.96	29726	07/31/20
05485	NATIONAL BUSINESS LEASING	07/25/20 Copier leases 7/15-8/14/2 68897969	225-45122.442 Rental of Equipment	94.15	29687	07/31/20
07305	AIRGAS USA LLC	07/02/20 Pool Chemicals 9102755634	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	175.75	29638	07/31/20
07305	AIRGAS USA LLC	07/09/20 Pool Chemicals 9102939186	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	255.70	29638	07/31/20
07305	AIRGAS USA LLC	07/23/20 Pool Chemicals 9103393825	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	255.70	29638	07/31/20
07305	AIRGAS USA LLC	06/30/20 Pool Chemicals 9971560611	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	270.87	29638	07/31/20
25595	AMERICAN RED CROSS	06/30/20 Camp Staff First Aid/CPR 22282261	226-45122.330 OTHER PROFESSIONAL SVCS	300.00	29641	07/31/20
17045	BBA BJ'S BASKETBALL ACADE	07/16/20 Blueprint Basketball June 071620D	226-45115.330 OTHER PROFESSIONAL SVCS	8418.00	29643	07/31/20
25245	BIRD DIVA CONSULTING	07/09/20 Camp REACH Field Trip 132 2020	226-45122.580 TRAVEL	275.00	29645	07/31/20
31545	COSTCO #314	07/22/20 Staff Training/Celebratio 072220D	226-45124.610 SUPPLIES	45.58	29656	07/31/20
20105	DOWMAN JOHN T	07/13/20 Cool Creative Cooking Cam 071320D	226-45115.330 OTHER PROFESSIONAL SVCS	3888.00	29658	07/31/20
25325	FILLION ASSOCIATES, INC	07/02/20 Pool Chemicals 29817	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	137.15	29665	07/31/20
25325	FILLION ASSOCIATES, INC	07/02/20 Pool Chemicals 29818	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	391.45	29665	07/31/20
25325	FILLION ASSOCIATES, INC	07/23/20 Pool Chemicals 29918	226-45124.434 MAINTENANCE-BLDGS/GROUNDS	2705.39	29665	07/31/20
06030	LOGAN TINA	07/02/20 Fun with Fiber Morning Ca 070220D	226-45115.330 OTHER PROFESSIONAL SVCS	1536.00	29680	07/31/20
06030	LOGAN TINA	07/13/20 Fun with Fiber Camp 071320D	226-45115.330 OTHER PROFESSIONAL SVCS	4080.00	29680	07/31/20
05485	NATIONAL BUSINESS LEASING	07/25/20 Copier leases 7/15-8/14/2 68897969	226-45110.442 Equipment Rentals	177.89	29687	07/31/20
06675	NATIONAL BUSINESS TECHNOL	07/24/20 Copier usages 6/18-7/17/2 IN377527	226-45110.442 Equipment Rentals	173.77	29688	07/31/20
24830	REINHART FOODSERVICE	07/06/20 Camp REACH Snack 348422	226-45122.610 Supplies	120.23	29696	07/31/20

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For Check Acct 01 (GENERAL FUND) All check #s 07/31/20 To 07/31/20 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24830	REINHART FOODSERVICE	07/06/20 CMS Snack	226-45122.610	139.27	29696	07/31/20
		349294	Supplies			
24830	REINHART FOODSERVICE	07/13/20 CMS Snack	226-45122.610	119.74	29696	07/31/20
		351499	Supplies			
V1976	ROCKY'S PIZZA	07/07/20 CMS Field Trip	226-45122.580	272.00	29698	07/31/20
		070720D	TRAVEL			
00275	SB SIGNS INC	06/29/20 Canopy Tents	226-45115.610	2275.00	29703	07/31/20
		23962	SUPPLIES			
10435	SCREENMYLOGO.COM	07/20/20 Employee of the Week Shir	226-45115.610	95.00	29705	07/31/20
		18141	SUPPLIES			
23495	STUDENT TRANSPORTATION OF	07/06/20 CMS Mills River Pk Bus 7/	226-45122.580	509.68	29709	07/31/20
		70107748	TRAVEL			
23495	STUDENT TRANSPORTATION OF	07/13/20 CMS Oakledge Trip 7/10	226-45122.580	542.78	29709	07/31/20
		70107768	TRAVEL			
23495	STUDENT TRANSPORTATION OF	07/13/20 CMS Sand Bar Bus 7/10	226-45122.580	583.82	29709	07/31/20
		70107769	TRAVEL			
23495	STUDENT TRANSPORTATION OF	07/20/20 CMS Bus to Oakledge 7/17	226-45122.580	570.14	29709	07/31/20
		70107792	TRAVEL			
23495	STUDENT TRANSPORTATION OF	07/20/20 CMS Bus to Sand Bar 7/17	226-45122.580	538.20	29709	07/31/20
		70107794	TRAVEL			
25280	THE LIFEGUARD STORE	07/17/20 Pool Supplies	226-45124.610	108.00	29711	07/31/20
		INV684457	SUPPLIES			
25280	THE LIFEGUARD STORE	07/17/20 Pool Supplies	226-45124.610	256.25	29711	07/31/20
		INV684458	SUPPLIES			
36130	VERIZON WIRELESS	07/18/20 WIRELESS CELL SERVICE	226-45121.610	81.48	29715	07/31/20
		9858968772	SUPPLIES			
25315	VESPA'S PIZZA PASTA & DEL	07/23/20 Staff Training/Celebratio	226-45124.610	58.00	29717	07/31/20
		072320D	SUPPLIES			
21230	VISION SERVICE PLAN (CT)	07/19/20 Vision Prem Aug 2020 Vill	226-45120.210	56.28	29719	07/31/20
		080120V	HEALTH INS & OTHER BENEFIT			
21230	VISION SERVICE PLAN (CT)	07/19/20 Vision Prem Aug 2020 Vill	226-45121.210	67.54	29719	07/31/20
		080120V	HEALTH INS & OTHER BENEFIT			
07565	W B MASON CO INC	07/14/20 Pool - Swim Lesson Organi	226-45124.610	9.99	29726	07/31/20
		211977579	SUPPLIES			
05290	ADVANCE AUTO PARTS	07/20/20 HYDRAULIC HOSE-BULK	254-43200.570	49.01	29637	07/31/20
		552020238534	MAINTENANCE OTHER			
22140	BSC INDUSTRIES INC	07/17/20 SMALL BORE SEAL	254-43200.432	1.73	29648	07/31/20
		3685023	VEHICLE MAINTENANCE			
38955	F W WEBB COMPANY	07/20/20 BU PVC 3x2 SPGxF S80 838-	254-43200.432	4.53	29663	07/31/20
		67926515	VEHICLE MAINTENANCE			
38955	F W WEBB COMPANY	07/20/20 CPLG 2-1/2 BLK M1	254-43200.432	2.36	29663	07/31/20
		67929559	VEHICLE MAINTENANCE			
18000	FERGUSON WATERWORKS #590	07/21/20 slip valve boxes	254-43200.614	420.78	29664	07/31/20
		0967643	DISTRIBUTION MATERIALS			
10110	MCGOVERN MECHANICAL CORP	07/21/20 Residential Meter Replace	254-43330.002	600.00	29683	07/31/20
		1519	METER REPLACEMENT PROGRAM			
03070	MINUTEMAN PRESS	07/30/20 Vill UB postage	254-43200.536	438.80	29686	07/31/20
		073120 D	POSTAGE			
11345	SANITARY EQUIPMENT CO INC	07/22/20 COBRA HOSE REEL	254-43200.432	125.95	29702	07/31/20
		0138020	VEHICLE MAINTENANCE			

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
36130	VERIZON WIRELESS	07/19/20	telephone ipads 9859008502	254-43200.535 TELEPHONE SERVICES	181.15	29716	07/31/20
21230	VISION SERVICE PLAN (CT)	07/19/20	Vision Prem Aug 2020 Vill 080120V	254-43200.210 HEALTH INS & OTHER BENEFIT	48.71	29719	07/31/20
22140	BSC INDUSTRIES INC	07/17/20	SMALL BORE SEAL 3685023	255-43200.432 VEHICLE MAINTENANCE	1.73	29648	07/31/20
V10734	ENCORE ESSEX JUNCTION SOL	06/19/20	Fixed Monthly Payment (5/ 2006WWTP	255-43200.622 ELECTRICAL SERVICE	4866.17	29660	07/31/20
V10734	ENCORE ESSEX JUNCTION SOL	07/21/20	Monthly Pmt. (6/19/20-7/2 2007-WWTP	255-43200.622 ELECTRICAL SERVICE	2969.11	29660	07/31/20
06870	ENDYNE INC	07/22/20	Weekly TKN 338435	255-43200.577 CONTRACT LABORATORY SERVI	35.00	29661	07/31/20
38955	F W WEBB COMPANY	07/20/20	BU PVC 3x2 SPGxF S80 838- 67926515	255-43200.432 VEHICLE MAINTENANCE	4.53	29663	07/31/20
38955	F W WEBB COMPANY	07/20/20	CPLG 2-1/2 BLK M1 67929559	255-43200.432 VEHICLE MAINTENANCE	2.36	29663	07/31/20
21740	FIRST NATIONAL BANK OMAHA	07/20/20	WW visa charges 0124 720	255-43330.017 Vt Phos Challenge PePhlo	1418.00	29667	07/31/20
21740	FIRST NATIONAL BANK OMAHA	07/20/20	WW visa charges 0124 720	255-43200.618 SUPPLIES - LABORATORY	113.99	29667	07/31/20
21740	FIRST NATIONAL BANK OMAHA	07/20/20	WW visa charges 0124 720	255-43200.610 SUPPLIES	25.00	29667	07/31/20
21740	FIRST NATIONAL BANK OMAHA	07/20/20	WW visa charges 0124 720	255-43200.570 MAINTENANCE OTHER	1029.03	29667	07/31/20
21740	FIRST NATIONAL BANK OMAHA	07/20/20	WW visa charges 0124 720	255-43200.500 TRAINING, CONFERENCES, DU	39.00	29667	07/31/20
05485	NATIONAL BUSINESS LEASING	07/25/20	Copier leases 7/15-8/14/2 68897969	255-43200.442 Rental of Equipment	80.74	29687	07/31/20
06675	NATIONAL BUSINESS TECHNOL	07/24/20	Copier usages 6/18-7/17/2 IN377527	255-43200.442 Rental of Equipment	43.19	29688	07/31/20
11345	SANITARY EQUIPMENT CO INC	07/22/20	COBRA HOSE REEL 0138020	255-43200.432 VEHICLE MAINTENANCE	125.95	29702	07/31/20
36130	VERIZON WIRELESS	07/18/20	WIRELESS CELL SERVICE 9858968772	255-43200.570 MAINTENANCE OTHER	40.01	29715	07/31/20
21230	VISION SERVICE PLAN (CT)	07/19/20	Vision Prem Aug 2020 Vill 080120V	255-43200.210 HEALTH INS & OTHER BENEFIT	96.98	29719	07/31/20
22140	BSC INDUSTRIES INC	07/17/20	SMALL BORE SEAL 3685023	256-43200.432 VEHICLE MAINTENANCE	20.76	29648	07/31/20
38955	F W WEBB COMPANY	07/20/20	BU PVC 3x2 SPGxF S80 838- 67926515	256-43200.432 VEHICLE MAINTENANCE	54.37	29663	07/31/20
38955	F W WEBB COMPANY	07/20/20	CPLG 2-1/2 BLK M1 67929559	256-43200.432 VEHICLE MAINTENANCE	28.31	29663	07/31/20
03070	MINUTEMAN PRESS	07/30/20	Vill UB postage 073120 D	256-43200.536 POSTAGE	877.59	29686	07/31/20
11345	SANITARY EQUIPMENT CO INC	07/22/20	COBRA HOSE REEL 0138020	256-43200.432 VEHICLE MAINTENANCE	1511.42	29702	07/31/20
21230	VISION SERVICE PLAN (CT)	07/19/20	Vision Prem Aug 2020 Vill 080120V	256-43200.210 HEALTH INS & OTHER BENEFIT	33.98	29719	07/31/20

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Vendor	Invoice	Invoice Description		Amount	Check	Check
	Date	Invoice Number	Account	Paid	Number	Date
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		Report Total		58977.21		
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Memorandum

To: Board of Trustees; Selectboard; Evan Teich, Unified Manager
Cc: Saramichelle Stultz; Ricky Jones, Public Works Superintendent; Dennis Lutz, Public Works Director; Ally Vile, Essex Parks and Recreation Director; Brad Luck, Essex Junction Recreation and Parks Director; Darren Schibler, Town Planner.
From: Greg Duggan, Deputy Manager
Re: Update on Essex clean-up day
Date: August 7, 2020

Issue

The issue is to update the Trustees and Selectboard on efforts made toward a clean-up event in Essex.

Discussion

Staff has met with resident Saramichelle Stultz about her proposal for a clean-up effort in Essex Junction. Staff is looking at scheduling a clean-up event for Saturday, Sept. 26. That will give the Village ample time to publicize and organize an event.

Ms. Stultz said she would reach out to schools and others to publicize the event and get others involved.

Bags left over from the spring Green Up Day are available for use, and can be made available at the recreation offices at 75 Maple St.

The areas being considered for the clean-up include Pearl Street, Park Street, Maple Street, Main Street, Lincoln Street, Upper Main Street, Susie Wilson Road, Kellogg Road, Susie Wilson Bypass, Center Road, Jericho Road and Sand Hill Road. As with regular Green Up Day, participants will be able to leave full trash bags along the roadsides for Public Works to collect on Monday morning.

The Town Conservation & Trails Committee typically organizes a maintenance day and clean-up at Indian Brook in September; due to covid-19, the effort has been cancelled this year. As a result, those volunteers may be able to help with the fall clean-up.

Staff is exploring the possibility of gift cards to help incentivize volunteers to show up at the event.

Cost

There may be a drop-off fee associated with bringing trash to the CSWD drop-off center.

Recommendation

This memo is informational.

**YOUR HELP IS NEEDED
TO KEEP THE COMMUNITY LOOKING ITS BEST
SPECIAL FALL ESSEX CLEAN-UP DAY
Saturday, September 26, 2020**

A fall Essex Clean-Up Day will occur at the following locations to help reduce the amount of debris that has collected during the summer along some of the major corridors in the community. People can sign up and pick up trash bags at the parks and recreation offices at 75 Maple Street starting on Monday, September 21st from 8:30 am until 4 pm. The specific areas to be cleaned up include:

Pearl Street, Park Street, Maple Street, Main Street, Lincoln Street, Upper Main Street, Susie Wilson Road, Kellogg Road, Susie Wilson Bypass, Center Road, Jericho Road and Sand Hill Road.

All debris will be put in bags and left along the side of the road. The bags will be picked up on the following Monday by the Public Works crews. Do not leave any tires or other large debris. The larger items should be taken directly to the Chittenden County Solid Waste Drop-off facilities.

The purpose of the day is cleaning roadsides, drainage swales and greenbelts and not personal yard or business site clean-up. In the past, tires have been deposited at some pick-up sites which appear to have originated from commercial businesses and not from roadway pick-up. Residents are encouraged to contact the Police Department if this type of drop-off is observed.

Residents or groups that sign-up at the parks and recreation offices will be sent a \$10 gift certificate to a local restaurant. Only one gift certificate will be issued per party doing pick-up (no multiple certificates for family or group members). Certificates will be provided the week following the event.

DO NOT pick up needles or any hazardous waste! If you encounter any needles please contact the Essex Police Department (878-8331). If you find hazardous materials, contact the Chittenden Solid Waste District Facilities at 872-8100 for disposal information.

Tree and branch debris, leaves and weeds from private property will not be picked up or accepted – do not put this material at the curb. Contact the Chittenden Solid Waste District Facilities at 872-8100 for where it can be dropped off.

Please adhere to the State's COVID-19 Social Distancing and Personal Protection Guidelines. Be cognizant of traffic and always stay safe.

Thank you for your help in keeping the community green!



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: August 11th 2020
SUBJECT: Village Center Development: 3 Maple Street

Issue

The issue is whether the Trustees wish to know about development at 3 Maple Street in the Village Center District.

Discussion

Construction is in abeyance at 3 Maple Street while the developer refreshes their funding mechanism. Recently they reached agreement with Union Bank and will be recommencing work in the near future. Currently they plan to commence under slab work around August 17th and begin setting steel around September 1st.

Cost

No cost to Village.

Recommendation

This is an informational memo.

From: Lillie Bleau
Sent: Friday, July 24, 2020 9:22 AM
To: Amber Thibeault
Subject: Fwd: Essex policing needs to change

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST

Hi Amber,

I hope this email finds you well! Some Essex friends and I who share the below concerns about policing in Essex are writing to town officials to advocate for change. Can you tell me what role the Essex Junction board of trustees plays in such decisions, and whether it would be worthwhile to write to the other board members with these concerns?

Thanks--see you in a couple weeks for the refi closing. :)

~Lillie Bleau

----- Forwarded message -----

From: Lillie Bleau
Date: Fri, Jul 24, 2020 at 7:53 AM
Subject: Essex policing needs to change
To: <pmurray@essex.org>

Dear Pat,

I'm a concerned Essex resident and I'm writing to you as one of our community leaders to call for community oversight of Essex policing and to reallocate some of the Essex policing budget. At a minimum, we want vacant officer positions **not filled**.

At issue:

- 30% of town budget (\$4.5 million) goes to the police department and there's no citizen oversight
- Students in general, and students of color, have not been represented when discussing officers in schools
- Currently 28 positions of 32 are filled and select board has discussed if those 4 positions should be allocated to mental health services
- There has been active avoidance, cutting off feedback from the community in relation to policing in Essex

What needs to change:

1. Essex needs to create a citizen oversight committee of policing in Essex so that the police are held accountable by the citizens they serve. The citizen oversight committee needs to be created immediately and have authority. If the Select Board believes they cannot do so within the confines of the current Town Charter, for any reason, they should secure the appropriate language from the town's attorney and warn such a clause for the November ballot as a separate article to be voted on.

2. Essex needs to reallocate, at a minimum, the funding for the open 4 police positions (a fraction of the police department's \$4.5 million) toward mental health services, education, and social support for our community.
3. Essex needs to remove officers from schools, making a safer environment for students and working to stop the school to prison pipeline.

Sincerely,
Lillie Bleau

DRAFT LETTER OF AGREEMENT BETWEEN

Creative Discourse (hereafter known as “Consultant”)

AND

Town of Essex, Vermont (hereafter known as “Client”)

Background

Recent events including the murders of Breonna Taylor, George Floyd, and Ahmaud Arbery have increased attention on systemic racism and police brutality. Across the nation, there are calls to abolish, disarm, or defund police. People are also calling for legislation and oversight committees to support anti-racist policing practices. These various calls are based on the need to address white supremacy in policing; a trend that is as much about culture as it is about practice. In Vermont, our own statistics related to every corner of our justice system; from law enforcement to our legal system; and from the judicial system to corrections all indicate that we are not immune and that we, too, must do the difficult work of self analysis, community assessment and **cross-sectional**, community-oriented transformation. Meaningful change requires work across multiple community systems, including policing, education, social services, and municipal governance.

Purpose

Build the capacity of leaders in the Essex Police Department and Essex Municipality to engage with the community in authentic conversations about racism and social justice, and to lay the foundation for changes in attitudes, practices, and policies so Essex can become a welcoming inclusive, anti-racist community where all residents can thrive.

Goals

1. Build shared understanding about the history of racism, implicit bias, structural inequities, and dominant white culture.
2. Build capacity of Essex leaders and municipal staff to be able to engage effectively with all residents, including people who have been underrepresented (i.e. BIPOC, people with low incomes, people with disabilities, and people from the LGBTQIA community).
3. Create a plan of action for the Essex Police Department to address inequities, that is informed by the voices of underrepresented residents.

Activities (see details in Attachment A: Scope of Work)

1. Community survey
2. Preliminary equity assessment
3. Learning sessions with Essex Police Department, municipal leaders and staff
4. Listening sessions with community members
5. Collaborative Planning Sessions

Consultant Responsibilities

1. Design activities with input from community members, Essex Police Department, and Essex municipal leaders and staff
2. Facilitate sessions
3. Gather and share tools (articles, activities, assessment tools, etc.) as needed

Client Responsibilities

1. Provide input about goals and design
2. Extend invitations to boards, staff and other participants
3. Field surveys
4. Organize and provide meeting logistics (venue, food, interpretation, etc.) and materials (i.e. handouts, flip chart pages, name tags, LCD projector)
5. Provide background materials
6. Present information during sessions as needed
7. Formulate and implement plan of action based on the outcomes from this work

Fee **\$25,000**

Duration **July 27, 2020 - December 30th, 2020**

Payment Schedule

\$9,000 due upon signing Letter of Agreement

\$8,000 due October 15, 2020

\$8,000 due December 15, 2020



08/03/2020

Evan Teich, Manager, Town of Essex

Date



8/1/2020

Susan McCormack, Creative Discourse

Date

Attachment A: Scope of Work

Work to be carried out by Tabitha Moore and Susan McCormack

Activity	Description	Timeline
Community Survey	<p>Gather and theme input from the community about preferred format and venue for community listening sessions and action planning.</p> <ul style="list-style-type: none">• Integrate community comments heard during Essex Selectboard meetings into the survey themes.• Field brief survey <p>Offer surveys in multiple languages in Essex.</p>	July - Aug 2020
Preliminary equity assessment	<p>Field survey to gather input from Essex Police, municipal leaders and staff about equity knowledge, goals and topics they want to learn about</p> <p>Conduct several interviews with Essex Police Department leaders and staff</p>	Aug 2020
Learning Sessions	<p>Facilitate two series of learning experiences (one series for Essex Police Department, and the other for municipal leaders/staff) to build shared understanding about equity issues (for example, learn how implicit bias, the legacy of racism, and dominant white culture impact current systems)</p> <p>These can be delivered in one daylong session for each group, or in three two-hour remote learning sessions for each group.</p>	Aug - Sep 2020
Listening Sessions	<p>Gather feedback about experiences and concerns related to Essex Police Department practices, policies and culture.</p> <p>As part of these listening sessions, share and build on themes from community survey</p>	Late Sep 2020

Planning Sessions	<p>Facilitate two meetings of a task force of a diverse group of formal and informal community leaders, including community members who are often marginalized, to create a draft plan of action</p> <p>Facilitate meeting with Essex leaders to refine and finalize a plan</p> <p>[NOTE: these two activities could happen in reverse order, and begin with Essex leaders drafting a plan, and then working to refine with help of community members. The order could be decided based on community feedback/preferences]</p> <p>Share plan with community</p>	Oct - Dec 2020
Coaching	Provide up to 15 hours of coaching support to Essex Police Department, and municipal leaders	Project Duration

\$25,000*

*This fee covers all of Creative Discourse's work and expenses. However, an additional investment should be anticipated, including: a) stipends for BIPOC participants, b) the cost of translation for written materials; c) the cost of interpretation or other accommodations that may be needed during the Listening Sessions.

MEETING SCHEDULES

08/07/2020

DUE TO THE COVID-19 PANDEMIC, ALL MEETINGS ARE HELD ONLINE UNTIL FURTHER NOTICE

TOWN SELECTBOARD MEETINGS 	VILLAGE TRUSTEES MEETINGS 	JOINT MEETINGS 
August 11, 2020—6:30 PM	VB Regular	Cathy
August 18, 2020—6:30 PM	SB Regular	Cathy
August 25, 2020—6:30 PM	VB Regular	Cathy
August 25, 2020—7:15 PM	JT Special	Cathy
September 8, 2020—6:30 PM	VB Regular	Cathy
September 14, 2020—6:30 PM	SB Regular	Cathy
September 28, 2020—6:30 PM	JT Special	Cathy
September 29, 2020—6:30 PM	VB Regular	Cathy
September 29, 2020—7:15 PM	JT Special	Cathy
October 5, 2020—6:30 PM	SB Regular	Cathy
October 5, 2020—7:15 PM	JT Special	Cathy
October 13, 2020—6:30 PM	VB Regular	Cathy
October 19, 2020—6:30 PM	SB Regular	Cathy
October 26, 2020—6:30 PM	JT Special	Cathy
October 27, 2020—6:30 PM	VB Regular	Cathy
October 27, 2020—7:15 PM	JT Special	Cathy
November 2, 2020—6:30 PM	SB Regular	Cathy
November 2, 2020—7:15 PM	JT Special	Cathy
November 10, 2020—6:30 PM	VB Regular	Cathy
November 16, 2020—6:30 PM	SB Regular	Cathy
November 23, 2020—6:30 PM	JT Special	Cathy
November 24, 2020—6:30 PM	VB Regular	Cathy
November 24, 2020—7:15 PM	JT Special	Cathy
December 7, 2020—6:30 PM	SB Regular	Cathy
December 7, 2020—7:15 PM	JT Special	Cathy
December 9, 2020—8:30 AM	VB—All Day Budget Workshop	Cathy
December 21, 2020—6:30 PM	SB Regular	Cathy
December 28, 2020—6:30 PM	JT Special	Cathy

December 29, 2020—6:30 PM	VB Regular	Cathy
December 29, 2020—7:15 PM	JT Special	Cathy
January 4, 2021—8:00 AM	SB—All Day Budget Workshop	Cathy
January 11, 2021—6:30 PM	SB Regular	Cathy
January 12, 2021—6:30 PM	VB Regular	Cathy
January 18, 2020—6:30 PM	SB Regular Moved due to holiday	Cathy
January 19, 2021—6:30 PM	SB Regular	Cathy
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January 26, 2021—7:15 PM	JT Special	Cathy
February 1, 2021—6:30 PM	SB Regular	Cathy
February 1, 2021—7:15 PM	JT Special	Cathy
February 9, 2021—6:30 PM	VB Regular	Cathy
February 16, 2021—6:30 PM	SB Regular	Cathy
February 22, 2021—6:30 PM	JT Special	Cathy
February 23, 2021—6:30 PM	VB Regular	Cathy
February 23, 2021—7:15 PM	JT Special	Cathy
March 1, 2021—7:30 PM	Town Annual Meeting	Cathy
March 9, 2021—6:30 PM	VB Regular	Cathy
March 15, 2021—6:30 PM	SB Regular	Cathy
March 22, 2021—6:30 PM	JT Special	Cathy
March 23, 2021—6:30 PM	VB Regular	Cathy
March 23, 2021—7:15 PM	JT Special	Cathy
April 5, 2021—6:30 PM	SB Regular	Cathy
April 5, 2021—7:15 PM	JT Special	Cathy
April 7, 2021—7:00 PM	Village Annual Meeting	Cathy

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April 5, 2021—6:30 PM	SB Regular	Cathy
April 7, 2021—7:00 PM	Village Annual Meeting	Cathy