



VILLAGE OF ESSEX JUNCTION  
TRUSTEES  
REGULAR MEETING AGENDA

Online  
Essex Junction, VT 05452  
Tuesday, April 27, 2021  
6:30 PM

E-mail: [manager@essexjunction.org](mailto:manager@essexjunction.org)

[www.essexjunction.org](http://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: 643 701 952#
- **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. \*Conversation regarding separation from the Town of Essex with Village attorney's office
  - b. Work session on possible separation from the Town of Essex
  - c. Discussion and potential action on letter from VTRANS re: Essex Junction Crosswalk Beacons – Lincoln/Central, Main/Pleasant, and Main/Church
  - d. Discussion and potential action on refuse collection/public nuisance ordinance
  - e. Consider approval of use of Economic Development funds for 1 Main Street Park
6. **CONSENT ITEMS**
  - a. \*\*Consider adoption of 2021 Local Emergency Management Plan Update
  - b. Consider approval of Memorial Day Parade Committee request to decorate 2 Lincoln lawn for week of Memorial Day
  - c. Consider approval of granting Champlain Valley Expo an amplified sound waiver for four, local, high school graduations
  - d. Consider awarding 2021 Summer Paving bid
  - e. Annual review of Ethics Policy
  - f. Approve minutes: April 7, 2021; April 14, 2021
  - g. Check Warrants: #17246 – 4/9/21; #17247 - 4/16/21
7. **READING FILE**
  - a. Board member comments
  - b. Essex Junction Open Burning Ordinance
  - c. Email from Susan McCormack re: Committee to get public outreach
  - d. General Fund 9-year Budget Status Report for the Village
  - e. Essex Community Justice Center Spring 2021 Newsletter
  - f. Upcoming meeting schedule
8. **EXECUTIVE SESSION**
  - a. \*An executive session may be necessary to discuss legal matters
  - b. \*\*An executive session may be necessary to discuss security or emergency response measures
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: 4/23/2021   
Date Posted Initials

## Memorandum

**To:** Board of Trustees; Evan Teich, Unified Manager  
**Cc:** Greg Duggan, Deputy Manager  
**From:** Marguerite Ladd, Assistant Manager   
**Re:** Exec session, legal services and discussion  
**Date:** April 21, 2021

---

### Issue

The issue is whether the Trustees enter into executive session to discuss confidential attorney-client communications made for the purpose of providing professional legal services to the body.

### 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 Trustees and the Village at a substantial disadvantage. Confidential attorney-client communications made for the purpose of providing professional legal services to the body can be a protected discussion.

### Cost

N/A

### Recommendation

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

#### Motion #1

"I move that the Trustees make the specific finding that general public knowledge of confidential attorney-client communications made for the purpose of providing professional legal services to the body would place the Village at a substantial disadvantage."

#### Motion #2

"I move that the Trustees enter into executive session to discuss confidential attorney-client communications made for the purpose of providing professional legal services to the body, pursuant to 1 V.S.A. § 313(a)(1)(F) to include the Village Attorney (*and, if desired*, Unified Manager and Assistant Manager)."

## Memo

To: Village Trustees

From: Brad Luck, Director, EJRP

Date: April 20, 2021

Re: Separation and the Future of the Village

“Expect change. Analyze the landscape. Take the opportunities.  
Don’t be the chess piece; be the player. It’s your move.”  
-Tony Robbins (slightly modified)

What an exciting and rare opportunity this is: to imagine a new municipality! While merger was the most desired path forward, option #2 isn’t so bad. As several residents commented at your last meeting, many have taken a deep breath and are ready for our next steps forward. They are confident in your leadership.

The work we are about to engage in is momentous. We should not take lightly these discussions and decisions. This is history in the making. We should appreciate the ambition of the work and timeline that is before us, with a clear understanding that this is a realistic and responsible path forward.

### Trustees

#### **Scope of Work**

The Trustees have five major bodies of work:

1. The Charter

This is actually the most straightforward of all of the objectives, as the approval process is spelled out in statute. We are not creating a new document, but instead are amending the existing charter, so there is already a shell and structure from which to evaluate and build. Because you all have familiarity in this line of work from the recent drafting of a merged charter, this process should be able to move relatively quickly.

2. Organization & Budget

We will need to identify the potential organizational structures and financials for the operations of an independent municipality. We will need to examine our internal operations and external relationships.

3. Work With Selectboard

We will need to discuss with the Town of Essex Selectboard:

- a. Police services
- b. Assets
- c. Transition & timeline

4. Listen to Village Residents

The Trustee work sessions will all be public, and residents will be able to weigh in on the charter, future organization, and process. Additionally, this is a prime time to hear Village resident feedback about what they like about the Village, how they envision the future, and what is most important or concerning to them in separation. More about this below.

5. Educate & Inform

The Trustees will want to clearly communicate to the residents what a new municipality will look like, cost, and offer, so they can make an informed choice whether or not to support the charter.

**Goals**

At the 4/27 meeting, we will discuss and establish Trustee goals related to separation and the future of the Village.

**Budget (DRAFT)**

The following is a list of potential expenses, with reasonable estimates provided.

Attorney consultation	\$5K-\$20K
Village Summit	\$5K
Information booklet printing	\$5K
Information booklet mailing	\$1K
Special election	\$25K
<u>Miscellaneous</u>	<u>\$5K</u>
Total	\$46K-\$61K

Please see the memo from Sarah regarding potential sources of funding.

**Process**

We will utilize approximately the first hour of each regularly scheduled Trustee’s meeting as work sessions to tackle these objectives. The public will be given the opportunity to speak at the start of each work session, where they will be able to ask questions and/or provide comments and suggestions for the Trustees’ work. If the public has thoughts or questions afterward about what is discussed during a work session, they can either e-mail the board, or participate in the public to be heard at the start of the next work session.

Looking at the full scope of work and timeline, it is suggested that the Trustees identify a ¾ to full-day work session between June 9 and June 21. We will be sending a Doodle poll to find a day and time that is desirable.

## **Timeline**

May/June - Charter development & review

June/July - Organization & budget; Selectboard conversation

August - Hear findings from the Community Conversations and ensure alignment where appropriate;

Review & finalize charter and documents; Prepare informational materials

September/October - Village Summit; Public hearings; Vote warning

November - Vote

## **Next Work Session: May 11**

Discuss charter process and timeline; identify charter plan.

## **Community Conversations**

We have many community members who have energy and passion for the Village and our future. It is recommended that the Trustees provide funding to support a grassroots group of citizens to organize and lead community conversations. This group can focus on engaging the Village community in identifying our Village values and creating a vision of the future, and they can hear any concerns or challenges residents foresee with our future independent municipality. This group will operate autonomously of the Trustees or the municipality. The Heart & Soul of Essex group did similar work several years ago, but that was for the entirety of Essex. This will be focused on the Village only and will reflect the current climate of our governance discussion. This effort will be similar to current and former citizen-supported initiatives that have or have had municipal funding, like the Memorial Day Parade, Out & About, Block Party, Train Hop, Heart & Soul, etc.

Ultimately, the Community Conversations group will share their findings with the Trustees. This should be done prior to the approval of the charter and endorsement of the plan moving forward so that the Trustees' work is in alignment with, and accurately reflects and incorporates, the voices and values of the citizenry. This is not a committee of the Trustees or the municipality, and work of this group will not be directed by the board or staff.

Elaine Haney has volunteered to chair these Community Conversations.

If the Trustees allocate funding, it will be administered through EJRP.

## **Budget**

Community Conversations      \$10K

There is more than \$10K unspent in the FY21 Community Events line. The exact usage of the funds would be up to the group, but could include supplies, food, entertainment, printing, mailing, etc.

## Memorandum

**To:** Brad Luck, EJRP Director  
**From:** Sarah Macy, Finance Director  
**Re:** Potential funding for Village separation exploration  
**Date:** April 21, 2021

---

Earlier in the week we discussed possible sources of funding for the Village exploration of separation. The following details some possible areas the Trustees could re-allocate funds from for this initiative if they chose to do so.

FY21 Budget (fund available through 6/30/21 or could be assigned at year end)

- The Village General Fund has assigned fund balance for Governance related work with an available balance of \$16,837 as of 4/21/21.
- A preliminary projection of where the Village General Fund may land at 6/30/21 suggests we could anticipate a surplus of between \$25,000 and \$40,000. Some of this could be assigned for these purposes.
- There are a few places in the FY21 budget that are underspent that could be repurposed
  - o Legal (Community Development legal line)
  - o Matching Grants (less than \$1k spent on \$20k budget at this point)
  - o Community Events lines
- *NOTE: The Trustees may also be considering utilizing some of the Matching Grant funds for blinky flashy cross walk lights, please be mindful that these funds may only be utilized once.*

FY22 Budget (areas that could be repurposed by the Trustees prior to the year beginning)

- There are certain areas on the Village budget that are regularly underspent. While these funds are approved for a specific purpose in the voter approved FY22 Village budget the Trustees could decide to repurpose them.

Areas for consideration:

- o ComDev Legal - Budget \$6,000; three year average spend is less than \$1k
- o Matching Grants – Budget \$20k; three year average spend is \$10k
- o Community Events – Budget \$20k; pre-covid average spend is about \$13k.

# Vermont State Archives & Records Administration

[VSARA](#) > [Learn](#) > [Municipalities](#) > Breaking Away

## Breaking Away

### **When a village breaks away from the parent town to become a city, do all residents have an opportunity to vote on the city's incorporation?**

The question is based on the fact that an incorporated village remains a part of its parent town; indeed, village residents are also town residents with all the associated rights, privileges, and obligations that brings.

The General Assembly has taken different approaches over time. In most cases the city incorporation act simply required a vote of the incorporated village. If the village seeking incorporation as a city sought to embrace land beyond village limits or was not incorporated, then town and village voters were provided the opportunity to vote. While our research is hardly comprehensive, what we did find suggests that city incorporation bills are more likely to succeed when the vote is restricted to village residents and more likely to fail when town and village voters decide on whether to activate the enabling legislation. Clearly this is an area that invites further research.

It appears that Winooski, the most recent incorporated village to become a city, did so through a vote of village residents only. An inquiry to the municipal clerks of Colchester and Winooski did not turn up any records of a town vote on Winooski's incorporation as a city. Under the 1921 act (Act 314) creating the City of Winooski, Colchester voters only got to decide whether to allow school district No. 7 to become part of the city (Sec. 57, Act 314).

Section 57 also directed only the village residents to vote the question; "shall the charter of the proposed city of Winooski enacted by the General Assembly of the State of Vermont of 1921 be adopted?"

The complex and extended debates over the creation of the City of Rutland, 1880 to 1892, ultimately involved just a vote of the incorporated village, though only after the original Town of Rutland was divided into the Towns of Proctor and West Rutland. Michael Chernick's paper on the incorporation fights with the Town of Rutland, delivered May 25, 1999 to the Vermont Judicial History Society meeting in Rutland is an excellent resource.

Burlington, the first village to become a city (1864), presents a different scenario, though in this case the village of Burlington was not incorporated. In 1852 the voters of the Town of Burlington voted, under Acts 85 and 86 of 1852, on whether to accept incorporation of a City of Burlington, encompassing the area of the village, or whether to incorporate the village. In two separate votes both measures were rejected.

Act 98 of 1864 incorporated the City of Burlington, again encompassing the area of the village, contingent on a vote of approval by the Town. On January 18, 1865 town residents voted 452 to 219 to accept incorporation of the City of Burlington. The Archives does not have population figures for the village and town, though the 1860 Census reported 7,713 people living in Burlington and, in 1870, 14,387 city residents and 791 South Burlington residents. This suggests that village voters, if they spoke with a single purpose, could easily outvote the rest of the town.

The remaining portion of the old Town of Burlington became the Town of South Burlington. For more on the incorporation of the City of Burlington see Barry Salussolia, "The City of Burlington and Municipal Incorporation in Vermont," *Vermont History* Vol. 54, pp. 5-19; the article is drawn from Mr. Salussolia's UVM master's thesis.

In 1902, Act 228 allowed for the incorporation of a city and town of St. Johnsbury. Section 2 provided for votes of town and incorporated village residents on whether to accept the act. The act was not accepted and the proposed City of St. Johnsbury was not created.

A similar result followed Act 190 of 1923, "An Act to Incorporate a City of Brattleboro and to Establish a new Town of Brattleboro." Again, town and village residents were allowed a vote on effecting the enabling legislation (Section 64). The city was not created.

# Reference Room

Visit the Calendar Page



VSARA Reference Archivists

[sos.archives@vermont.gov](mailto:sos.archives@vermont.gov)

Phone: 802-828-3208

[Hours & Directions](#)

OPR

Corporations

## Secretary's Desk

### Contact Information

#### Vermont State Archives & Records Administration

Tanya Marshall, State Archivist & Director  
1078 Route 2, Middlesex  
Montpelier, VT 05633-7701  
802-828-3700

#### Phone & Hours

Main Line: 802-828-3700  
Fax: 802-828-3710  
Office Hours: 7:45 AM to 4:30 PM, M-F  
Reference Room: 9 AM to 4 PM, M-F  
Closed State Holidays

#### Apostilles/Authentications

<https://sos.vermont.gov/vsara/learn/municipalities/breaking-away/>

### Reference Room

802-828-2308  
[sos.archives@vermont.gov](mailto:sos.archives@vermont.gov)

### Records Management

802-828-3897  
[sos.rim@vermont.gov](mailto:sos.rim@vermont.gov)

Visit the Calendar Page:



[About Us](#)  
[Site Policies](#)





A Vermont Government Website © Copyright 2021 Vermont State Archives & Records Administration



# Vermont Incorporated Villages: A Vanishing Institution

*As the number of village governments continues to decline, it is important to recognize that they have been—and remain—an integral part of the structure of local governmental units in Vermont. In addition, many of them have served as the setting for several aspects of growth within the state, particularly its economic development.*

By EDWARD T. HOWE

**O**n October 30, 2003, village and town voters in separate meetings in Bradford (Orange County) approved the merger of their two local governments. Under terms of the proposal, the incorporated village of Bradford—created in 1891 with broad functional and regulatory powers—ceased to exist as of December 1, 2004.<sup>1</sup> Shortly before the Bradford voters went to the polls, the incorporated village of Milton (created in 1905 in Chittenden County) dissolved in April 2003.<sup>2</sup> These recent dissolutions are the latest in a long trend that has seen the disappearance of almost one-half of the total number of incorporated villages ever created in the State of Vermont. As a result of this decline, only forty village governments currently remain in existence.

The disappearance of these incorporated villages and their predecessors represents a loss of a unique form of local government for both Vermont and the New England region. Several other New England

.....  
EDWARD T. HOWE is Professor of Economics at Siena College in Loudonville, New York. He is the author of numerous journal articles on state and local government issues.



states do have some form of village government. However, boroughs (except Naugatuck) in Connecticut, village corporations in Maine, and village districts in New Hampshire generally provide more limited functional services within respective town areas. Massachusetts and Rhode Island, on the other hand, never created borough or village governments. Outside New England, incorporated villages currently exist in eighteen states across the country. For instance, neighboring New York State has had these local governmental entities since the end of the eighteenth century.<sup>3</sup>

Towns have traditionally served as the basic unit of organized local government in Vermont since the first town (Bennington) was chartered in the future state in 1749. Given that town governments would not, or could not afford to, offer certain public services in densely populated areas, a new governmental unit—the incorporated village—was created in the early nineteenth century. The formation of incorporated villages continued throughout the nineteenth and twentieth centuries, though by the 1930s village incorporations had become a rare event. By the mid-twentieth century the process of incorporating villages had ceased, but a new phase in the history of these villages was becoming more evident: mergers with towns.

As the number of village governments continues to decline, it is important to recognize that they have been—and remain—an integral part of the structure of local governmental units in Vermont. In addition, many of them have served as the setting for several aspects of growth within the state, particularly its economic development. Accordingly, this article examines the origins, powers, heyday, demise, and possibilities for the future existence of the remaining incorporated villages.

Table 1 shows that the structure of local government in Vermont in 2004 consisted of fourteen counties, nine cities, 237 organized towns, forty incorporated villages, five unorganized towns (Averill, Ferdinand, and Lewis in Essex County; Glastenbury in Bennington County; and Somerset in Windham County), three gores or irregular parcels of land that were left after towns were surveyed (Avery's Gore and Warren's Gore in Essex County and Buel's Gore in Chittenden County), and one grant (Warner's Grant in Essex County). In addition, there were 112 special districts, excluding school districts, that operated either within a town (e.g., fire or water district) or on a regional level (e.g., solid waste district).

The county governments do not have major functional responsibilities, being limited to local law enforcement and administering certain units of the state court system. Supervisors and appraisers, appointed by the governor, administer unorganized towns and gores. An exception exists in Essex County, where an elected board of governors makes these

TABLE 1 Vermont Local Governmental Structure, 2004

<i>Unit</i>	<i>Number</i>
Counties	14
Cities	9
Towns	237
Incorporated Villages	40
Unorganized Towns	5
Gores	3
Grants	1
Special Districts	112

*Sources: Population and Local Government (Montpelier, Vt.: Office of the Secretary of State, 2001); U.S. Census Bureau, 1997 Census of Governments, Volume 1, Government Organization, Table 5 (Washington, D.C.: Government Printing Office, 1999).*

appointments. Supervisors perform a variety of functional duties including truant officer, constable, and tax collector. Avery's Gore and Warner's exist as legal entities, but have had no inhabitants for decades.

#### TOWN AND VILLAGE ORIGINS (1724–1791)

The French were the first Europeans to reach the future state of Vermont, when they came to the northern Champlain Valley region in the seventeenth century. They focused primarily on exploration and fur trading, not on colonization. In contrast, New England settlers were committed to permanent agricultural communities. Arriving in the southern Vermont territory, farmers from Massachusetts established Fort Dummer (near Brattleboro) as the first English settlement in 1724. After Massachusetts leaders granted settlements for the current towns of Rockingham and Westminster in 1735, a disagreement erupted over jurisdiction of the southern Vermont territory between Massachusetts and New Hampshire. Following an appeal by New Hampshire to King George II to settle the matter, New Hampshire gained control of the disputed area by 1740.<sup>4</sup>

Governor Benning Wentworth of New Hampshire proceeded to initiate settlement of the southern Vermont territory in 1749 with a grant for the town of Bennington. By 1764 he had issued 135 land grants that covered about one-half of the territory of the future state. Six of these grants were for military purposes. One grant (Dunbar) was forfeited because the land had previously been legally conferred as another town. The result, including Bennington, was that 128 grants were issued for town formations. Each of these towns, as well as those created later by the colony of New York and the independent state of Vermont, was

thirty-six square miles in area. In 1765 New York decided to issue its own grants, or patents, after a British decree put an end to the authority of Wentworth to grant charters by setting the eastern boundary of Vermont at the west bank of the Connecticut River. Between 1765 and 1776 New York issued 107 patents, twenty-four without town names given to single individuals or families and eighty-three assigned town names. After Vermont created itself as an independent state in 1777, it recognized the 128 New Hampshire town grants and five New York patents—the only New York patents from which present towns originated. Between 1779 and 1791 the independent state issued another 128 charters that covered almost all the remaining land without previous ownership.<sup>5</sup> These grants, patents, and charters set forth the boundaries and terms of settlement of a town and were conferred by the governing authority to the original owner(s) or proprietor(s) willing to pay fees.

Although all towns were chartered, the date they were organized—i.e., held their first meeting to enact laws—marks the real beginning of their existence. Town meeting laws in the early decades of statehood, traceable to those for Bennington in 1762, provided for an annual meeting at which town voters elected a moderator, clerk, treasurer, collector of taxes, three to five selectmen, tything men, grand jurors, property listers, highway surveyors, and overseers of the poor. Other residents were elected to serve as sealers of weights and measures, sealers of leather, pound keepers, haywards for impounding swine, fence viewers, and constables.<sup>6</sup> In essence, the elective positions indicated the major responsibilities of the town government: general administration, law enforcement, and certain regulatory activities. All of these activities were primarily financed through taxation of the “grand list” of ratable property. After holding elections, the town meeting then considered miscellaneous business items (e.g., rules governing the behavior of various animals).

In addition to towns, the Constitution of 1777 gave the legislature of the new state the power to create counties, cities, and boroughs.<sup>7</sup> Beginning with Bennington County in 1779, six additional counties (Addison, Chittenden, Orange, Rutland, Windham, and Windsor) were chartered prior to 1791. One city, Vergennes, was created in 1788. No boroughs, or incorporated villages, were chartered before Vermont became the fourteenth state of the United States in 1791.

The grants, patents, and charters were generally sold to politically connected speculators, who usually resold them to settlers for profit. Unlike other New England colonists, who lived in towns and went to work in their fields, the early Vermont settlers lived on their scattered

farms and traveled to nearby unincorporated villages to acquire goods for numerous needs.<sup>8</sup> Although these small villages were without governmental powers, they generally had a meetinghouse, church, tavern, general store, artisan shops (e.g., a cooperage or blacksmith), and various mills that catered to divergent needs. A town could have one or more of these villages, often located at a convenient crossroads or waterway.<sup>9</sup>

One of the earliest unincorporated villages to benefit from being located at the convergence of major roads was in the town of Bennington (Bennington County). The significance of the village as an early regional commercial center was enhanced when a major road opened in 1791 that gave local farmers access to markets in Albany and, ultimately, to New York City. The increasing commercialization of farming activity in the Bennington area not only benefited village merchants, who bought output from regional farmers and sold them a variety of nonfarm goods from distant areas, but an array of artisans that also included wheelwrights, goldsmiths, watchmakers, and tailors. Nevertheless, many of the original settlers, whose vast property holdings made them rich and influential, continued to hold sway over town government operations throughout the late eighteenth and early nineteenth centuries. Despite a growing convergence of economic interests based on the profit motive, the wealthy farmers continued to view the merchants as unproductive and aristocratic.<sup>10</sup>

Other unincorporated villages emerged near a stream, where abundant waterpower was available for milling activities, or at a point along a river that served as a transport center for goods entering or leaving interior locations. The town of Barnet (chartered in Caledonia County in 1763) had two of these villages, both of which emerged in the 1770s. Sawmills, gristmills, and cloth-making mills operated in Stevens Village, which was adjacent to a stream that flowed to the Connecticut River. McIndoes Falls Village, a more commercially oriented settlement, was located at the last site on the Connecticut River that could be navigated by flatboats.<sup>11</sup>

#### EARLY INCORPORATED VILLAGES (1816–1870)

As the state population increased from 85,341 in 1791 to 291,948 by 1840, unincorporated villages continued to spread across Vermont, particularly within some of the faster-growing towns. One of these villages appeared near the falls in the town of Middlebury (Addison County) about 1794. The falls provided the waterpower for several mills, with an unspecified number of “mechanics shops” located nearby to assist in their operation. The village also had a bookstore, printing shop, several offices for merchants, and a college that was founded in 1800. Communal problems in the early years of village settlement, here and elsewhere, were handled through volunteerism before the advent of a private or

governmental organization. Fire was the greatest danger that town residents faced. After a series of fires had destroyed a large amount of property, a private Fire Society was incorporated in Middlebury in 1808. Its members appeared to lose interest in its operation, though, as it ceased functioning within a few years.<sup>12</sup>

After the demise of the Fire Society, village residents increasingly demanded a variety of special public services that the town government was unwilling or financially unable to provide. The Vermont Constitution of 1793, retaining a provision of the 1777 constitution, gave the General Assembly the power to create local units of government.<sup>13</sup> Acceding to the wishes of its citizens, the legislature created the “Borough of Middlebury” by special act in 1816—the first incorporated village in the state. Under the terms of incorporation, the residents of the borough were declared a “body politic,” who would remain town residents. As a corporate body, the borough was capable in law of “suing and being sued, pleading and being impleaded, answering and being answered unto, defending and being defended, in all courts and places whatever; having a common seal; and capable in law of purchasing, holding, and conveying estate both real and personal, for the use of said borough.” The corporation had the power to enact bylaws, rules, and regulations relative to maintaining public buildings; repairing and improving the commons; providing a watch and lighting for the streets, alleys, and highways; operating public markets, slaughterhouses, and haystacks; restraining animals from running at large; providing fire protection; and generally doing whatever would lead to the improvement of the borough. Taxes could be levied for the purchase of real and personal property, the erection of public buildings, and the creation of useful improvements. The borough was to hold an annual meeting to transact business and elect a clerk, treasurer and collector of taxes, and five bailiffs.<sup>14</sup> Voter approval was not necessary for the act to take effect, a requirement for later village incorporations. After operations began, opposition to tax payments became so strong that the borough ceased to function within a few years. However, support for a subtown government later reappeared and in 1832 the legislature incorporated a “Village of Middlebury” with essentially the same powers.<sup>15</sup>

Situated in the geographic center of the state, another commercial village emerged after 1787 along the Onion (Winooski) River in the town of Montpelier (Washington County). It featured various mills, a distillery, a footwear manufactory, and a saddlery.<sup>16</sup> By 1805 the town had become the state capital. In 1818 the “Village of Montpelier” was incorporated, by special act, and was given specified powers similar to the borough of Middlebury, except it did not provide fire protection.<sup>17</sup>

While the legislature retained the right to create villages by special act, it also gave town selectmen the power to establish villages through general authority.<sup>18</sup> General authority to create a village without legislative approval, effective in 1819, required seven freeholders to make a written request to the town selectmen to establish the village boundaries. The only power granted to a village formed under the 1819 general statute was the ability to restrain certain animals from running at large from May to November.<sup>19</sup>

Four more commercial villages were incorporated, by special act, during the 1830s. Brattleboro (Windham County), incorporated in 1832, was a well-known trading center for lumber, grain, and other goods; Windsor (Windsor County), also incorporated in 1832, was the site of an expanding machine-tool industry; Bellows Falls (Windham County), incorporated in 1834, was already an established manufacturing locale that included one of the earliest paper mills in the state; and Woodstock (Windsor County), incorporated in 1836, was the location of several publishing firms.<sup>20</sup> While the charters of Brattleboro, Bellows Falls, and Woodstock provided for a specified set of elected officials, the Woodstock charter was the only one that provided for the election of “five trustees” as the governing board of the village. The Windsor Village charter specified only the election of fire wardens. These villages generally had the same powers as their predecessors, including the right to make bylaws, rules, and regulations regarding governmental services and business activities, and the right to levy taxes and fines.<sup>21</sup>

Up to 1832 fire protection was usually provided in a town by private companies created through special act (e.g., the Montpelier Fire Company in 1809).<sup>22</sup> In 1832 the state legislature amended the laws on incorporated villages and enacted a general law authorizing three-fourths of the freeholders of any village containing twenty or more houses to petition the town selectmen to create a fire society using the same boundaries as the village. The fire society could elect “officers deemed proper and necessary,” including fire wardens, and had the power to regulate the “keeping of combustible materials within the limits of such village” and to impose fines for neglecting duties.<sup>23</sup> Since the fire society was an independent unit of government within the village, its existence partially undermined the authority of the trustees to control the provision of all public services.<sup>24</sup> Eventually, parts of the town outside the village also wanted more control over fire protection. In 1854 the legislature enacted a fire district law that was independent from the general village law. Town selectmen were authorized to establish a fire district, after receiving a petition from twenty freeholders in any part of the town, that was limited to one square mile (later increased to two square miles in 1870).<sup>25</sup>

Between 1840 and 1870 the state population expanded from 291,948 to 330,551 residents. However, two contrasting population trends emerged during this period. While many agricultural towns suffered a loss of population, other towns—oriented toward manufacturing and mining activities—experienced population gains. One of the main reasons for this internal population shift was the arrival of the railroads.<sup>26</sup> Three major railroad lines—the Vermont Central, the Rutland and Burlington, and the Connecticut and Passumpic River—were built, starting in 1848, from the southern to the northern areas of the state. The purpose of these networks was to integrate the economies of southern New England, Canada, and the Atlantic coast.

As the railroad lines spread across the state, new opportunities arose for industrial expansion. The population growth that accompanied this activity eventually led to an upsurge in new village incorporations, generally by special act. The Rutland County villages of Rutland, incorporated in 1847, and Fair Haven, incorporated in 1865, prospered from marble production. The villages of Bennington (Bennington County), incorporated in 1849, and North Bennington (Bennington County), incorporated in 1866, profited from their iron foundries and cotton and woolen mills.<sup>27</sup> St. Johnsbury Village (Caledonia County), incorporated in 1852, flourished with the growth of the Fairbanks Scales Co. Northfield Village (Washington County), incorporated in 1855, and St. Albans Village (Franklin County), incorporated in 1859, both benefited from their association with the Vermont Central Railroad. Newport Village (Orleans County), created under general statute in 1864, was a thriving northeastern rail center near the Canadian border. Wilmington Village (Windham County), incorporated in 1855, Cabot Village (Washington County), incorporated in 1866, and Plainfield Village (Washington County), incorporated in 1867, experienced increased activity from their mills and manufacturing firms. Winooski Village (Chittenden County), incorporated in 1866, was part of a growing woolen textile industry in the state.

All of these incorporated villages generally had the same powers as the villages created in prior years. A notable change in power occurred after 1860 regarding the construction, maintenance, and repair of streets and highways. Many charters were subsequently enacted or amended so that the boundaries of the entire village became a “highway district” to carry out these activities. The charters also indicated that a specified percentage of the highway taxes assessed upon the “polls and ratable estate” of the property of the village was for the use of the village (usually in excess of 50 percent) and the remainder for the benefit of the town. For example, 60 percent of the highway taxes collected in Cabot in 1866

was received by the village, while the remaining 40 percent was for town usage.<sup>28</sup> Highway districts were not separate municipalities in the village, unlike fire districts, but were under the control of village trustees.<sup>29</sup>

The nineteen incorporated villages that existed in 1870, before the heyday of expansive growth, were located in towns of widely varying population levels, according to federal census data. Rutland Town had the largest number of residents (9,834), while the town of Plainfield had the fewest (726). Nine of these villages—Bennington, Brattleboro, Middlebury, North Bennington, Northfield, Rutland, St. Albans, St. Johnsbury, and Winooski—were located in the ten most populous towns in the state.<sup>30</sup>

Table 2 shows the number, name, and date by decade, of the nineteen village incorporations that occurred up to 1870.

Although various powers had been granted to incorporated villages through original or amended special charters up to 1870, the General Assembly remained hesitant to provide additional powers to villages created under general authority. It was not until 1857 that incorporated villages were granted general authorization to enact property taxes.<sup>31</sup> Presumably, villages created under general authority did not require tax revenues prior to this date, but relied upon voluntary contributions of labor services. In 1865 and 1866 incorporated villages had general authorization to appoint a five-member police force and to purchase, construct, and maintain a jail.<sup>32</sup> However, since the powers authorized through general statutes remained limited, village residents felt compelled to incorporate through special acts. In Vermont there has been a long-standing belief that direct and explicit powers approved by the state legislature have a sound legal basis that avoids any question of improper delegation of authority to a political subdivision. Consequently, villages that were incorporated in later years through gen-

TABLE 2 Early Village Incorporations, by Decade

<i>Decade</i>	<i>Number</i>	<i>Name</i>
1810–1819	2	Middlebury, Montpelier
1820–1829	0	
1830–1839	4	Bellows Falls, Brattleboro, Windsor, Woodstock
1840–1849	2	Bennington, Rutland
1850–1859	4	Northfield, St. Albans, St. Johnsbury, Wilmington
1860–1869	7	Cabot, Fair Haven, Ludlow, Newport, N. Bennington, Plainfield, Winooski

*Source:* D. Gregory Sanford, ed., *Vermont Municipalities: An Index to Their Charters and Special Acts* (Montpelier, Vt.: Office of the Secretary of State, 1986).

eral authority—except for Albany Village—eventually asked the legislature for special charters or acts that would give them the powers needed to undertake certain activities.<sup>33</sup>

#### HEYDAY OF VILLAGE INCORPORATIONS (1870–1910)

The flowering of the Industrial Revolution in the late nineteenth and early twentieth centuries dramatically transformed the economies of southern New England, the Middle Atlantic states, and the Midwest into major manufacturing centers. Some of the technological advancements enabled the construction of water, sewer, and electric systems that provided previously unimaginable conveniences. Technological and financial requirements, however, limited these large-scale projects to densely settled areas in Vermont and elsewhere.<sup>34</sup> Consequently, given the strong demand for these services and the desire for governmental participation in providing them, the pace of village incorporations quickened.

Between 1870 and 1910 forty-seven villages were incorporated, approximately two-thirds of all villages ever formed in Vermont. Table 3 shows the name, location, and date of incorporation of each village formed during each decade of the period. Twenty villages were created between 1900–1909, the most in a single decade.

Given the large amounts of expenditure needed to build water, sewer, and electric systems, the legislature authorized incorporated villages to use bond financing for these purposes. Rutland Village used bond financing to “relay, enlarge or extend” an aqueduct to improve its water supply as early as 1852.<sup>35</sup> However, many villages did not rely heavily on bonds for this purpose until the early 1870s. For example, the village of Montpelier won legislative approval in 1870 to issue bonds for a water supply to “extinguish fires and for sanitary and other purposes.” In 1872 the village of St. Johnsbury was authorized to issue bonds to construct and maintain aqueducts and reservoirs.<sup>36</sup> Extensive use of bond financing to construct sewers and electric lighting systems appears to have been underway by the late 1880s. For example, in 1886 the village of Barre was granted the right to issue bonds for providing a water supply, electric lights, and sewers. In 1890 the village of Swanton received authorization to use bonds for financing a waterworks, lighting, and sewers and drains.<sup>37</sup>

Private electric utilities that operated in Vermont in the late nineteenth and early twentieth centuries found it more profitable to develop and send hydroelectric power to southern New England rather than to local communities in the state. Responding to constituent complaints that electricity from these sources was too expensive and unreliable, many

TABLE 3 Villages Incorporated 1870–1910, by Decade

<i>Name</i>	<i>County</i>	<i>Incorporation Date</i>
1870–1879		
Springfield	Windsor	1870
Barton	Orleans	1875
Randolph	Orange	1876
North Troy	Orleans	1877
Richford	Franklin	1878
Orleans	Orleans	1879
1880–1889		
Lyndonville	Caledonia	1880
Waterbury	Washington	1882
Proctor	Rutland	1884
Barre	Washington	1886
Enosburg Falls	Franklin	1887
Wells River	Orange	1888
Swanton	Franklin	1889
1890–1899		
Morrisville	Lamoille	1890
Hardwick	Caledonia	1890
Bradford	Orange	1891
Readsboro	Bennington	1892
Essex Junction	Chittenden	1893
Johnson	Lamoille	1894
West Derby	Orleans	1894
Hyde Park	Lamoille	1895
Stowe	Lamoille	1895
Lyndon Center	Caledonia	1896
Jeffersonville	Lamoille	1897
Derby Center	Orleans	1898
Derby Line	Orleans	1898
Lyndon	Caledonia	1899
1900–1909		
Manchester	Bennington	1900
Old Bennington	Bennington	1900
Richmond	Chittenden	1902
West Burke	Caledonia	1902
Bristol	Addison	1903
Concord	Essex	1904
Glover	Orleans	1905
Jacksonville	Windham	1905
Milton	Chittenden	1905
Newbury	Orange	1905
Saxtons River	Windham	1905
Chester	Windsor	1906
Groton	Caledonia	1907
Newfane	Windham	1907
Proctorsville	Windham	1907
Westminister	Windham	1907
Cambridge	Lamoille	1908
Newport Center	Orleans	1908
Poultney	Rutland	1908
South Ryegate Lighting District	Caledonia	1909

*Source:* D. Gregory Sanford, ed., *Vermont Municipalities: An Index to Their Charters and Special Acts* (Montpelier, Vt.: Office of the Secretary of State, 1986).

municipalities decided to provide their own sources of electric power.<sup>38</sup> Among the earliest incorporated villages to get legislative authorization to acquire or construct their own generating facilities were Barton, Johnson, Morrisville, Northfield, and Swanton in 1894; Enosburg Falls, Hyde Park, and Lyndonville in 1896; and Ludlow in 1900.<sup>39</sup> Jacksonville (1921) and Orleans (1925), however, created electric departments to purchase electricity from other suppliers. All of these municipal electricity providers are still in existence. Other municipally owned facilities that currently operate are located in Burlington, and the towns of Hardwick, Readsboro, and Stowe. All three towns acquired their electric plants from their previously incorporated villages. Many other villages, such as Rutland, were also authorized to build electric plants, but ultimately their facilities were taken over by private utility speculators in the first decades of the twentieth century.

Bonding authority was also granted for other endeavors. Prior to 1892 towns, cities, and incorporated villages relied on poll and property taxes to purchase labor, materials, and equipment for highway building. In 1892 these governmental units received authorization to issue bonds to buy equipment for highway construction, subject to voter approval.<sup>40</sup> Individual villages, through special acts, also gained broadened authority for bond issuance. For instance, in 1910 Bellows Falls had the right to use bonds to acquire land for a public park and to construct a building for street, water, and fire department usage.<sup>41</sup>

Outside of bonding authority, incorporated villages gained some additional powers through special acts during this period. For instance, in 1874 the villages of Rutland and St. Albans were authorized to establish municipal courts. In 1882 Bennington Village had the power to create a board of health. An unusual grant of authority was made to the village of Barton in 1906, when it received permission to advertise itself as an industrial center and to provide free water and electric lighting as an inducement to attract more business.<sup>42</sup>

Meanwhile, partly as a result of mechanization, which increased productivity and displaced farm labor, the state population continued its shift away from agricultural areas to burgeoning manufacturing and mining centers. This shift was aided by the construction of secondary railroad routes after 1870, mostly in westerly and easterly directions. Among the owners of these rail lines were the Montpelier and Barre Railroad, the Bennington and Glastenbury Railroad, and the Hoosac Tunnel and Wilmington Railroad.<sup>43</sup>

Most of the incorporated villages created in this period were focused on agricultural production, but several were engaged in other economic activities. The incorporated villages of Essex Junction, Lyndon-

ville, and Richford were significant transportation hubs; Old Bennington and Stowe had become popular resort areas; the village of Springfield was an important producer of machine tools; and the villages of Barre, Groton, Hardwick, and Swanton were located near various mining ventures.

The state legislature, weary of reviewing and approving proposed municipal charters and amendments, delegated this responsibility in 1910 to the Public Service Commission. However, the Vermont Supreme Court, in an advisory opinion in 1912, said it was an unconstitutional delegation of authority to allow the commission to determine the powers, functions, expenditures, and indebtedness of municipalities, given that the legislature was entrusted with the power to create local governments.<sup>44</sup> The Public Service Commission incorporated the village of Peacham in the interim period but, in view of the court opinion, it never came into existence. The General Assembly, through an amendment (Section 69) to the Vermont Constitution in 1913, did succeed in eliminating its responsibility for approving proposed charters and amendments of private corporations by special acts. General law provisions pertaining to private corporations allow these matters to be administratively handled by the Office of the Secretary of State.

The General Assembly tried again in 1963 to reduce its responsibilities regarding municipal charters by creating a “passive” review process. If locally approved charter amendments were submitted to the General Assembly sixty days before final adjournment, they would become law when the session formally ended as long as they were not amended or disapproved. In 1984 the state legislature abandoned this approach and adopted the present procedure, that again requires a more active role. A charter amendment now becomes effective when the General Assembly approves either a proposal agreed to by a majority of legal voters in a municipality or a version amended by the legislature, without a requirement for subsequent voter ratification.<sup>45</sup>

After the unprecedented increase in village formations that ended in 1910, the number of incorporations slowed considerably in subsequent decades. Ten villages were chartered between 1910 and 1949. They were generally located in small (less than 700 residents) agricultural communities. Six of these were created between 1910 and 1920: West Glover (Orleans County) in 1911, Marshfield (Washington County) in 1911, Pittsford (Rutland County) in 1913, Albany (Orleans County) in 1915, Alburg (Grand Isle County) in 1916, and Townshend (Windham County) in 1916. After general bonding authority was granted to all municipalities in 1917, only four additional village incorporations occurred. Two villages were formed in the 1920s—North Westminster (Windham

County) in 1925 and Perkinsville (Windsor County) in 1928. The 1933 incorporation of Jericho (Chittenden County) and the 1949 incorporation of Essex Center (Chittenden County) marked the end of the era of village government formations in Vermont.

Some additional powers were granted, through special acts and general authority, to the incorporated villages after 1910. For example, Springfield and Swanton, through special acts in 1919, were among the first villages permitted to license porters, cartmen, and the owners of coaches, cabs, carriages, and buses. As traffic problems became more numerous, special acts authorized police courts in the 1940s in many villages, including Essex Junction, Morrisville, and Waterbury. The last half of the twentieth century saw a significant reduction in new functional powers authorized through special acts. One notable power was granted to Bellows Falls Village, which was authorized to create a refuse disposal facility in 1992.<sup>46</sup>

Incorporated villages were among the beneficiaries as the powers of various levels of local government were significantly broadened through general authority after 1915 to meet various needs. Towns and incorporated villages obtained general authorization in 1917 to employ a manager to supervise daily operations. In 1919 cities, towns, and incorporated villages received authority to establish and maintain wood and coal fuel yards and ice plants for the purpose of selling these products at cost. In 1921 cities, towns, and incorporated villages were granted the right to create planning commissions and appoint wiring inspectors. In 1929 towns and villages were given general authority to issue bonds for building airports. Municipalities gained the power to organize water departments in 1945 and sewage systems in 1947 and to issue bonds for the construction, operation, maintenance, and repair of such facilities.<sup>47</sup>

Altogether, seventy-six villages were incorporated in Vermont between 1816 and 1949. The state legislature did vote affirmatively over the years for other proposed charters, but village residents did not subsequently grant the required approval that would have brought them into existence. Among the villages that failed to achieve incorporation were Benson, Castleton, Danby, Halifax, Hinesburg, Island Pond, South Shaftsbury, West Concord, and West Poultney.<sup>48</sup>

#### VANISHING VILLAGES (1893–PRESENT)

Since the late nineteenth century, thirty-six incorporated villages have dissolved either by becoming cities, merging with town governments, or reverting to fire districts. Only three of the nine cities in Vermont did not have their origins in incorporated villages: Vergennes, Burlington, and South Burlington. Vergennes was formed from parts of three

towns (Ferrisburgh, New Haven, and Panton) in recognition of aid provided by the French Foreign Minister during the American Revolution. The City of Burlington, incorporated as the second city in Vermont in 1865, encompassed an unincorporated village and an adjoining area in the Town of Burlington. The Town of South Burlington was created from the remaining portion of the Town of Burlington in 1865. It became the latest incorporated city in 1971.

The first attempt to incorporate Burlington as a city, in the early 1850s, generated a heated debate—about whether or not a city government would best serve the interests of its citizens—that would set an important precedent for later city incorporation efforts. Advocates contended that an independent city could offer more services than a town and would be capable of attracting more businesses to the community. In addition, by giving a mayor strong control over administrative and financial affairs, the diffusion of responsibility exercised by town selectmen could be avoided. Finally, a representative legislature that met on a regular basis was in a better position to enact laws reflecting the views of a diverse population than an annual town meeting characterized by inconclusive debate. Opponents of city incorporation argued that a mayor-council system would result in the abolition of participatory democracy in deciding important issues. Moreover, corruption would inevitably permeate city affairs and lead to an increase in taxes. Although the effort to incorporate Burlington as a city was rejected by voters in 1853, another undertaking won approval in 1865. Its success depended on a compromise that allowed city residents to pay for an array of new services through higher taxes and bonds, which the town residents outside the city would not have to finance.<sup>49</sup>

Seven incorporated villages became cities between 1893 and 1922. Rutland Village, still thriving from the marble industry, was incorporated as a city in 1893. Barre Village, whose growth was based on granite quarrying, and Montpelier Village, which had also become an important insurance center, became cities in 1895. St. Albans Village, the railroad center in northwestern Vermont, became a city two years later. The villages of Newport and West Derby, rail and resort areas near the Canadian border, merged to form Newport City in 1918. Winooski Village, the woolen producer in the town of Colchester, was the last incorporated village to become a city in 1922.<sup>50</sup>

The state legislature approved all of the city charters through special acts. However, requirements varied as to whether final voter ratification was needed before actual operation could begin. The charter for St. Albans specified that both town and village residents had to approve it. Village residents of Winooski voted on city incorporation, but town res-

idents outside the village were restricted to deciding whether a school district should become part of the new city. Only the residents of the two villages that became Newport voted on its incorporation. The charters for the cities of Rutland, Montpelier, and Barre did not include procedures for final voter ratification.<sup>51</sup>

Two attempts by incorporated villages to become cities in the early twentieth century failed. Village voters in St. Johnsbury voted against a proposed city charter in 1902, with 196 ballots in favor and 296 against. Opponents had argued that direct control over village affairs, such as land records and debts, would be lost and that running a city would be more expensive than running a town. Advocates said these and other objections were already addressed in the charter.<sup>52</sup> The town selectmen decided not to have a vote on the incorporation issue, following the decision by the village electorate. A 1923 legislative act that would have created a city of Brattleboro and a new town of Brattleboro needed approval by a majority of legal voters in the town and village of Brattleboro and the town and village school districts. However, ratification by these entities never occurred and the city of Brattleboro failed to come into being. At a town meeting in 1926 voters approved a resolution to merge the village and town of Brattleboro and to abolish the Brattleboro Graded School District and the West Brattleboro Fire District.<sup>53</sup> The legislature approved the proposal and a special town meeting was held in 1927 that ratified the action of the General Assembly, but there is no record of the votes cast.

A successful town-village merger may be achieved by following procedures set forth in the state general statutes. The current general law requires a plan to be drawn up by a merger committee that includes provisions relating to governmental structure, functional and financial responsibilities, and any special charter provisions wanted by either merger party. After notice and hearing requirements, the plan must be approved by a majority of the voters in each jurisdiction. Following approval, the plan then becomes an act of legislation, with the merger taking place after enactment and the approval of the governor. Alternatively, the merger process may proceed under a special act authorizing the merger.<sup>54</sup>

When the village of Brattleboro merged with its town in 1927, a trend in consolidation began that continues to the present. The second and third villages to merge with town governments were Newport Center in 1931 and Springfield in 1947. Two more mergers occurred in the 1950s, involving the villages of Fair Haven in 1955 and Wilmington in 1959. Middlebury Village attempted to merge with the town government in 1955, but voters did not ratify it until 1966. The pace of activity

quicken over the following four decades with town-village mergers approved in St. Johnsbury in 1965; Chester, Proctor, and Windsor in 1967; Concord in 1969; Bennington in 1970; Glover and West Glover in 1973; Essex Center in 1977; Randolph in 1984; Plainfield in 1985; Readsboro in 1986; Proctorsville in 1987; Hardwick and Pittsford in 1988; Richmond in 1989; Bristol in 1994; Stowe in 1996; Richford in 1998; Milton in 2003; and Bradford in 2004.

The main driving force behind merger activity has been a desire to achieve governmental efficiency. When a village dissolves, both a layer of government and its supporting tax payments are eliminated. The town then becomes the sole provider of previously duplicated services. In many cases, another reason for merger support was the increasingly difficult task of recruiting elective and appointed village officials.

Two incorporated villages were abolished in favor of establishing a fire district. Voters in Lyndon approved a conversion of their incorporated village into a fire district in 1951, which required ratification by two-thirds of village voters. Ten years later West Barnet became a fire district, upon ratification by a majority of both village and town residents.

Table 4 shows the number of dissolutions of incorporated villages, by decade, from 1890 to the present.

Voter referenda in Townshend in 1961 and Groton in both 1965 and 1967 rendered the village governments inactive. Nevertheless, because legislative approval was not subsequently obtained, both village governments technically remain in existence.

TABLE 4 Dissolutions of Incorporated Villages, by Decade

<i>Decade</i>	<i>Number</i>
1890–1899	4
1900–1909	0
1910–1919	2
1920–1929	2
1930–1939	1
1940–1949	1
1950–1959	3
1960–1969	7
1970–1979	4
1980–1989	7
1990–1999	3
2000–	2

*Source: Population and Local Government (Montpelier, Vt.: Office of the Secretary of State, 2000); Laws of 1951, No. 283; Laws of 1961, No. 335.*

Not all proposed town-village mergers come to fruition. Waterbury residents voted on merger propositions five times between 1990 and 2005. Village residents approved a merger with the town in 2002, with 476 votes in favor and 176 against. However town voters narrowly disapproved of the move, with 1,076 in favor and 1,092 against. In November of 2004 the village voted again to approve the merger, and the town also approved on a vote of 1,498 in favor and 1,363 opposed. Opponents petitioned for a vote to rescind the merger, however, which passed in January 2005 by a narrow margin of 983 to 901, thus defeating the most recent attempt to merge village and town.<sup>55</sup> Attempts to merge other types of governmental units have also been rejected. Rutland Town voters turned down a proposal to consolidate the town and city governments in 1992, with 203 votes in favor and 1,496 opposed to the move.<sup>56</sup> In 2003 Bennington Town voters failed to support an advisory opinion favoring a change to a city form of government, with 1,062 ballots in favor and 1,730 against.<sup>57</sup>

A contentious situation between residents in the town of Essex and those in the incorporated village of Essex Junction, over alternative charter proposals regarding the formation of a city of Essex Junction, currently remains unresolved. In 1999 village voters barely approved a plan, with 1,266 ballots in favor and 1,229 against, to separate the village from the town and incorporate the village as the tenth city. Shortly thereafter, town voters (including village residents) approved an alternative proposal, with 3,284 votes in favor and 1,661 against (mainly village voters), to consolidate the village and town and convert the town into a city.<sup>58</sup>

Essex Village residents favoring separation cited the need to abolish tax payments to the town for several duplicative services (e.g., for fire and recreation departments), the desire to avoid future tax increases associated with town growth, and the confidence that a new city government would be more responsive than village trustees to important concerns (e.g., revitalization projects) within the 4.6-square-mile village area. Village residents opposed to separation said that the formation of a new city would only aggravate the strain in social relationships between former village and town residents caused by the divisive issues, severely limit the growth capabilities of the former village, and compel the former village to remain heavily dependent on IBM, its largest taxpayer. They argued that if a significant reduction or closure of IBM facilities were to occur, the financial impact on the new city budget would be enormous. They noted that the firm, at the time, accounted for almost 50 percent of total general fund revenues through property taxes on land and the subsidy tax on machinery and equipment—a tax currently being phased

out.<sup>59</sup> They also pointed out that Winooski once was similarly dependent on a major employer as its biggest taxpayer, and suffered a severe financial blow when the American Woolen Company closed in 1954. Meanwhile, town supporters of consolidation of the village and town governments said that it was the best way of providing quality services at the lowest cost, creating a better-balanced economy, and keeping the village area as the center of the new city.<sup>60</sup>

Although Essex town and village residents have considered plans for separation or consolidation since 1958, the latest charter proposals were the first to reach the Vermont legislature. The legislature, generally inclined to approve submissions when both governments are in common agreement, has so far been reluctant to choose between the competing plans with the parties so sharply divided.

The slowdown in village formations after 1925, and the subsequent failure of others to emerge after 1949, may partially be attributable to legislation enacted in 1917. In that year the General Assembly granted authority to all types of municipalities to issue bonds for public purposes, within prescribed financial limits, provided that two-thirds of the voters at a duly warned election gave their approval.<sup>61</sup> Town governments now had general authority to issue bonds for capital improvements, without the need for approval through special acts of the legislature. It is likely that voter approval of bonds for large-scale projects in towns experiencing rapid population growth may have forestalled proposals for new village formations.

Another possible reason for the failure to incorporate new villages may be related to expansion in the functions authorized for fire districts through general statutes. Fire districts may now encompass either a portion or an entire town, as the result of a general law passed in 1929.<sup>62</sup> Beyond providing fire protection, they have had authority to construct and maintain sewer and lighting systems since 1909; sprinkle and oil streets and construct and maintain sidewalks since 1912; construct and maintain public parks and sewage treatment plants since 1941; and adopt the town manager system since 1943.<sup>63</sup> Fire districts may use a property tax to finance current operations and issue approved bonds for capital expenditures. In addition, fire districts may regulate the manufacture and safekeeping of ashes, gunpowder, and combustibles, and take precautionary measures for the preservation of buildings.<sup>64</sup>

A town-village merger does not mean that certain services formerly received by village residents, such as police protection, will necessarily be terminated. A merger agreement may include a provision for the creation of a special-services district under the control of the town board. The expenses of these services, financed by a property tax, are borne

only by the taxpayers who receive them.<sup>65</sup> District residents benefit through receipt of a limited number of services that the town is not willing to offer and the town avoids the need to finance them. Several town and village merger agreements have taken advantage of this option. For example, after the town and village of Randolph merged in 1984, special-services districts were created for water usage, sewer facilities, and police protection. In some instances, a special service has eventually been extended to residents of the entire town (e.g., police protection in Richford) and the special-services district then ceased to exist. On a larger scale, two or more municipalities may form a consolidated water or sewer district or charter a solid-waste district to cope with regional issues.<sup>66</sup>

### THE FUTURE

The future of the remaining forty incorporated villages in Vermont holds three possible outcomes. The most probable result is the occurrence of more town-village mergers. The likelihood of these mergers will increase as village residents become more willing to relinquish a controlling interest in their governmental affairs for efficiency gains, a special-services district is provided for the former area of the village, and town residents have already assumed or are willing to undertake services provided by the village. For example, when the town and village governments of Stowe merged in 1996, the town already was totally funding many of the services formerly provided by the village government (e.g., road repair). Town residents in Stowe did not view any additional post-merger expenses as financially burdensome. Similarly, Milton town residents, who were already fully funding ambulance and fire services for the village, appeared willing to assume the costs of village street lights and sidewalk maintenance when they approved merger plans in 2003.

Between 1960 and 2000 the state population surged from 389,881 to 608,827 residents. The dramatic growth resulted from improved transportation facilities, particularly the interstate highways, and the structural shift in the economy from less reliance on agriculture and natural resources production toward the faster-growing services sector (e.g., education, tourism, and health care) and light manufacturing (e.g., computer technology).<sup>67</sup> While towns in Chittenden County experienced the largest population increase in the period, medium-sized towns scattered across the state also grew. In many cases, sprawl development accompanied growth in the countryside, while village populations and their economic activity stagnated or declined.

Given these developments, a second possibility is that village residents will likely approve a merger proposal, but town residents outside

the village will be inclined to vote against it. Examples of this outcome occurred both in Waterbury in 2004–2005 and during a previously unsuccessful merger attempt in Bradford. Village voters in Bradford approved a merger plan in 1999, with 196 in favor and 14 against, that would have eliminated a village tax rate that was double that of the town tax rate. Town residents rejected the proposal, by a vote of 391 to 341, fearing higher postmerger taxes, partly associated with revitalizing the village infrastructure.<sup>68</sup> Similarly, town voters in Waterbury, fearing future tax increases for townwide services, narrowly rejected the aforementioned proposal for a town-village merger in 2000 and 2005.<sup>69</sup>

The third possible outcome is that a majority of residents in some incorporated villages will have no desire to merge with the town. These village residents have a strong preference for village government and are willing to pay for a level of services that suits their preferences. The prospects of survival for these village governments will be further enhanced if there is a sound economic base, good relations between village and town officials, and a strong commitment by village residents to the preservation of participatory democracy that is fostered by a shared sense of community identity.

The creation of incorporated villages in Vermont has been a unique local government experiment. Since coming into existence in the early nineteenth century, villages have provided a host of urban amenities to residents in settled town areas that greatly added to the safety and convenience of daily living. However, over the last several decades, a desire to achieve governmental efficiency has caused the demise of many village governments. As these incorporated villages have vanished, the town once again assumed its role as the basic unit of local government in meeting the public service needs of its citizens.<sup>70</sup>

#### NOTES

The author wishes to acknowledge the invaluable advice and suggestions for revisions contributed by Paul S. Gillies and the anonymous reviewer.

<sup>1</sup>“Bradford Residents Narrowly Approve Town-Village Merger,” *White River Junction Valley News*, 1 November 2003, 2A.

<sup>2</sup>Matt Sutkowski, “Douglas Signs Bill Merging Town, Village,” *Burlington Free Press*, 4 April 2003, 4B.

<sup>3</sup>U.S. Census Bureau, *1997 Census of Governments, Volume 1, Government Organization* (Washington, D.C.: Government Printing Office, 1999), A-41, A-119, A-127, A-170, A-183, A-223, A-252.

<sup>4</sup>Christopher McGrory Klyza and Stephen C. Trombulak, *The Story of Vermont: A Natural and Cultural History* (Hanover, N.H.: University Press of New England, 1999), 51.

<sup>5</sup>Esther Munroe Swift, *Vermont Place-Names: Footprints of History* (Brattleboro, Vt.: The Stephen Greene Press, 1977), 14, 23, 571, 579, 601. See also D. Gregory Sanford, ed., *Vermont Municipalities: An Index to Their Charters and Special Acts* (Montpelier, Vt.: Office of the Secretary of State, 1986).

<sup>6</sup>Paul Gillies, “Two Hundred Years of Local Government: A Look at the Legal Basis for Town Government” (unpublished manuscript, 1991), 2.

.....

- <sup>7</sup> Constitution of 1777, Chapter II, Section 8.
- <sup>8</sup> Jan Albers, *Hands on the Land: A History of the Vermont Landscape* (Cambridge, Mass.: The MIT Press, 2000), 86–87.
- <sup>9</sup> Randolph A. Roth, *The Democratic Dilemma: Religion, Reform, and the Social Order in the Connecticut River Valley of Vermont, 1791–1850* (Cambridge: Cambridge University Press, 1987), 16.
- <sup>10</sup> Robert E. Shalhope, *Bennington and the Green Mountain Boys: The Emergence of Liberal Democracy in Vermont, 1760–1850* (Baltimore: The Johns Hopkins University Press, 1996), 195–197, 222.
- <sup>11</sup> Roth, *The Democratic Dilemma*, 17.
- <sup>12</sup> Samuel Swift, *History of the Town of Middlebury* (Rutland, Vt.: Charles E. Tuttle Co., 1859), 303.
- <sup>13</sup> Constitution of 1793, Chapter II, Section 9.
- <sup>14</sup> Laws of 1816, Chapter CVIII; Sanford, *Vermont Municipalities*.
- <sup>15</sup> Swift, *History of the Town of Middlebury*, 304.
- <sup>16</sup> A. M. Hemenway, *The History of the Town of Montpelier, Including that of the Town of East Montpelier, For the First One Hundred and Two Years* (Montpelier, Vt.: The author, 1882), 274–276.
- <sup>17</sup> Laws of 1818, Chapter III.
- <sup>18</sup> James H. Douglas and Paul S. Gillies, *A Book of Opinions*, 2 vols. (Montpelier, Vt.: Office of the Secretary of State, 1992), 2: 777.
- <sup>19</sup> Laws of 1819, Chapter XX.
- <sup>20</sup> Federal Writers' Project of the Works Progress Administration for the State of Vermont, *Vermont: A Guide to the Green Mountain State*, American Guide Series (Boston: Houghton Mifflin Company, 1937), 83, 97, 147, 148, 152, 153.
- <sup>21</sup> Laws of 1832, No. 46; Laws of 1832, No. 53; Laws of 1833, No. 39; and Laws of 1836, No. 82.
- <sup>22</sup> Laws of 1809, Chapter CXX.
- <sup>23</sup> Laws of 1832, No. 18.
- <sup>24</sup> Douglas and Gillies, *A Book of Opinions*, 1: 232.
- <sup>25</sup> Laws of 1854, No. 7; Laws of 1870, No. 41.
- <sup>26</sup> Herbert E. Putnam, "Vermont Population Trends—1790 to 1930 as Revealed in the Census Reports," *Proceedings of the Vermont Historical Society*, New Series, 9 (March 1941), 14–16.
- <sup>27</sup> Shalhope, *Bennington and the Green Mountain Boys*, 332.
- <sup>28</sup> Laws of 1866, No. 172.
- <sup>29</sup> Douglas and Gillies, *A Book of Opinions*, 2: 789.
- <sup>30</sup> U.S. Census Office, *Population Schedules of the Ninth Census of the United States, 1870, Vermont* (Washington, D.C.: Government Printing Office, 1870).
- <sup>31</sup> Laws of 1857, No. 37.
- <sup>32</sup> Laws of 1865, No. 47; Laws of 1866, No. 48.
- <sup>33</sup> Douglas and Gillies, *A Book of Opinions*, 2: 778, 779.
- <sup>34</sup> D. Gregory Sanford, "The Bleat of the Sheep, The Bark of the Tree: Vermonters and Their Landscape, A View from the Archives," *Vermont History* 70 (Winter/Spring 2002): 15.
- <sup>35</sup> Laws of 1852, No. 115.
- <sup>36</sup> Laws of 1870, No. 240; Laws of 1872, No. 265.
- <sup>37</sup> Laws of 1886, No. 190; Laws of 1890, No. 93.
- <sup>38</sup> Dean Corren, "Re-Powering Vermont," text of a white paper written for Vermont legislators in March 1999, 2. Reproduced with the permission of the author by Vermonters For A Clean Environment at [www.http://www.VTCE.org/energyindex.html](http://www.VTCE.org/energyindex.html).
- <sup>39</sup> Laws of 1894, No. 167, No. 182, No. 185, No. 187, No. 193; Laws of 1896, No. 157, No. 159, No. 163; Laws of 1900, No. 179.
- <sup>40</sup> Laws of 1892, No. 57.
- <sup>41</sup> Laws of 1910, No. 295, No. 296.
- <sup>42</sup> Laws of 1874, No. 49, No. 50; Laws of 1882, No. 200; Laws of 1906, No. 257.
- <sup>43</sup> Harold A. Meeks, *Time and Change in Vermont: A Human Geography* (Chester, Ct.: The Globe Pequot Press, 1986), 109, 127–130.
- <sup>44</sup> In Re Municipal Charters, 86 Vt. 562 (Supreme Court of Vermont, 1912).
- <sup>45</sup> Laws of 1963, No. 120; Laws of 1984, No. 161.
- <sup>46</sup> Laws of 1919, No. 270, No. 272; Laws of 1947, No. 234, No. 243, No. 258; Laws of 1992, No. M-26.
- <sup>47</sup> Laws of 1917, No. 104; Laws of 1919, No. 105; Laws of 1921, No. 107, No. 109; Laws of 1929, No. 60; Laws of 1945, No. 49; Laws of 1947, No. 51.
- <sup>48</sup> Douglas and Gillies, *A Book of Opinions*, 1: 387.
- <sup>49</sup> Barry Salussolia, "The City of Burlington and Municipal Incorporation in Vermont," *Vermont History* 54 (Winter 1986), 7–10, 13.

.....

<sup>50</sup> Sanford, *Vermont Municipalities*, passim.

<sup>51</sup> Toby Dayman and Frederick E. Schmidt, "Vermont's Incorporated Cities: A Research Note on Patterns of Incorporation" (unpublished manuscript, 1978), 9–11.

<sup>52</sup> "City Charter Turned Down," *Caledonian-Record*, 24 January 1902, 1.

<sup>53</sup> "19 Cent Tax Increase," *Brattleboro Daily Reformer*, 2 March 1926, 8.

<sup>54</sup> 24 V.S.A. § 1481–§ 1487.

<sup>55</sup> Adam Silverman, "Williston, St. George Endorse School Ties, Ballot Items Prove Popular," *Burlington Free Press*, 6 November 2002, 4B; Peter Hirschfeld, "Waterbury Faces 4th Merger Vote," *The Barre-Montpelier Times Argus*, 29 October 2004; "Waterbury Village[,] Town Agree to Merge," *Times Argus*, 3 November 2004; "Waterbury Merger Defeated," *Times Argus*, 12 January 2005.

<sup>56</sup> Paul Teetor, "Town Slams Rutland's Merger Vote," *Burlington Free Press*, 4 March 1992, 1A.

<sup>57</sup> "Bennington Defeats Government Change," *Burlington Free Press*, 5 March 2003, 2B.

<sup>58</sup> Eve Thorsen, "Essex Votes to Unite, Village Residents Oppose Plan for Consolidation," *Burlington Free Press*, 3 November 1999, 1.

<sup>59</sup> *109th Annual Report of the Village of Essex Junction Vermont, Fiscal Year July 1, 2001–June 30, 2002* (Essex Junction Vt.: Village of Essex Junction, 2002), 35.

<sup>60</sup> Nancy Remsen, "Essexes Wonder Which Way to Go," *Burlington Free Press*, 11 July 1999, 1.

<sup>61</sup> Laws of 1917, No. 105.

<sup>62</sup> Laws of 1929, No. 57.

<sup>63</sup> Douglas and Gillies, *Book of Opinions*, 1: 233.

<sup>64</sup> 20 V.S.A. § 2602.

<sup>65</sup> 24 V.S.A. § 1483.

<sup>66</sup> 24 V.S.A. § 3341, § 3671.

<sup>67</sup> Klyza and Trombulak, *The Story of Vermont*, 114, 115.

<sup>68</sup> "Bradford Town Defeats Merger with Village; Village Residents Favored Consolidation," *Burlington Free Press*, 30 September 1999, 1B.

<sup>69</sup> Sky Barsch, "Waterbury Merger on Back Burner for Now," *Barre-Montpelier Times Argus*, 3 January 2003, 1B; and see above, page 34, fn 55.

<sup>70</sup> Paul S. Gillies, "The State and Local Government" in *Vermont State Government Since 1965*, ed. Michael Sherman (Burlington, Vt.: The University of Vermont, 1999), 580.

## Memorandum

**To:** Trustees; Evan Teich, Unified Manager  
**From:** Sarah Macy, Finance Director  
**Re:** Funding for Rectangular Rapid Flashing Beacons (RRFB)  
**Date:** April 21, 2021

---



### Issue

The issue is to inform the Trustees of potential funding sources for the purchase of RRFB.

### Discussion

In the FY21 budget there is \$7,000 budgeted for the Bike Walk Advisory Committee (BWAC) of which \$0 has been spent. In order to access these funds goods must be received or services rendered prior to June 20, 2021. If the BWAC wishes to leverage this funding for purchase or installation after July 1, 2021 the Trustees may assign this amount to be used in FY22. This requires a simple motion of the board and can be done now or after the end of the fiscal year.

In the FY22 budget the BWAC budget was increased to \$10,000 for the specific purpose of purchasing more than one RRFB.

In addition to these funds the FY21 matching grants budget of \$20,000 has had less than \$1,000 spent from it to date and there is an additional \$20,000 in the FY22 budget for matching grants.

### Cost

No cost

### Recommendation

If the Trustees wish to assign the balance in the BWAC FY21 budget, a motion should be made to assign any unspent funds in that line item as of 6/30/21 for the same purposes in FY22.



Safe travels:

Traffic and Parking Control Co., Inc.
5100 West Brown Deer Road
Brown Deer, Wisconsin 53223
Phone (800) 236-0112 • TAPCOnet.com • Fax (800) 444-0331

SALES QUOTE

Customer Copy

Table with 2 columns: Field (Number, Date, Page) and Value (Q21002738, 2/18/2021, 1)

Table with 4 columns: Sell To Cust., Ship To Cust., and two address blocks for Village of Essex Junction.

Table with 6 columns: Customer PO #, Expires, Slsp, Terms, Freight, Ship Via. Values include ESSEX BIKE/WALK ADVISORY-RRFB, 7/1/2021, Jason Decker, Net 30 DAYS, INCLUDED, BEST RATE.

Main item list table with columns: Item, Description, Quantity, UM, Price, Extension. Includes items like 2 Pole Solar RRFB, RRFB Solar signs, and Sign Mounting Kit.

\*\*\*FREE FREIGHT WITH ORDER\*\*\*
Furnish only quote. Installation is not included.
Solar powered equipment requires no shading or obstructions
Thank you- Jason Decker
#262-649-5246
jason.decker@tapconet.com

Shipment within \_\_\_\_\_
Acceptance By \_\_\_\_\_
Date \_\_\_\_\_
By \_\_\_\_\_

Summary table with 4 columns: Merchandise (\$13,150.00), Freight (\$0.00), Tax (\$0.00), Total (\$13,150.00)

All prices are listed in US Dollars (USD)
For terms and conditions, please visit: https://www.tapconet.com/terms-conditions

**From:** Linda Mahns <[lmahns@essexjunction.org](mailto:lmahns@essexjunction.org)>

**Sent:** Friday, March 26, 2021 4:59 PM

**To:** Micah Hagan, Elijah Massey, Eric Bowker, Annie Cooper, Seth Cronin, Ramón Matanzo

**Cc:** Evan Teich <[eteich@essex.org](mailto:eteich@essex.org)>; Gregory Duggan <[gduggan@ESSEX.ORG](mailto:gduggan@ESSEX.ORG)>; Marguerite Ladd <[mladd@ESSEX.ORG](mailto:mladd@ESSEX.ORG)>

**Subject:** Feedback from Jon Kaplan re: Bike Ped Grant

Hello!

I had a short Teams meeting today with Jon Kaplan from the state of VT asking to provide more detailed information on this grant application and why it was denied. These are the notes from that meeting:

- More detail was wanted from committee members on their end:
- More detail on answer #1 – want to know more about the why's of these locations and who all wants this to happen and why
- More details for location and include maps as well as details on traffic volumes, etc.
- More budget detail on what specifically the grant will be used for (ex: to purchase the equipment) and what parts will be taken by staff time, etc.
- Show that there is commitment to this as a plan by saying something like “\_\_\_\_\_ in the PW department is going to oversee this plan...” – basically to list out all parties involved on this end to ensure this grant money is used for what we say it will be used for

So, basically, more details were wanted. Overall, he said that this is likely something that the grant will award – they just needed more detail to show the importance, maps, plan, budget use, and overall commitment. 😊

The good news is that more funding is happening AND will be able to apply sometime in July. So we should be on the lookout for more information soon for another grant.

Thank you,

**Linda Mahns**

Administrative Assistant

Manager's Office

2 Lincoln Street

Essex Jct., VT 05452

phone: 802-857-5711

fax: 802-878-6946

web: [www.essex.org](http://www.essex.org)



Community Development Department

2 Lincoln Street  
Essex Junction, VT 05452  
[www.essexjunction.org](http://www.essexjunction.org)

Office: (802) 878-6944  
Fax: (802) 878-6946

## **MEMORANDUM**

**TO:** Evan Teich, Village Manager, Trustees  
**FROM:** Robin Pierce, Community Development Director  
**DATE:** April 27th, 2021  
**SUBJECT:** Ordinance to Control Commercial Trash Truck pickup activity

### **Issue**

The issue is whether or not the Trustees wish to have an ordinance that controls the time that commercial trash trucks can pick up trash in the Village.

### **Discussion**

Currently there is no ordinance specifically designed to control when trash can be picked up in the Village by commercial trash haulers. Other communities have Ordinances to control such activity often under the heading of Noise Control or Nuisance Control between certain hours. For example the Village could institute an Ordinance that said, "The removal of household and commercial trash by authorized commercial trash haulers utilizing mechanized conveyances within 200 feet of a residential property cannot occur between the hours of 9:00 PM. and 6:00 A.M.". CSWD facilities have operating hours that control the activities of trash haulers. For example the Essex facility is open from 8am – 3:30pm Tuesday through Saturday.

Ordinances are generally crafted by the Village Clerk and voted on by the Trustees.

### **Cost**

The cost would be Staff time to write the Ordinance and oversee its implementation.

### **Recommendation**

It is recommended by Staff that the Trustees consider the adoption of an ordinance that controls the time that commercial trash haulers can pick up trash in the Village.



Community Development Department

2 Lincoln Street  
Essex Junction, VT 05452  
[www.essexjunction.org](http://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:** April 27<sup>th</sup> 2021.  
**SUBJECT:** 1 Main Street Park

### **Issue**

The issue is whether the Trustees wish to approve the cost to do bid and construction drawings for the new park to enable a contractor to be selected for the project.

### **Discussion**

As part of the process of remediating the new park site and constructing the park the Village issues a bid for park construction. The Soil Management Plan (prepared by Waite-Heindel Environmental Management) will be part of the bid document. Typically the civil plans are also included in the bid document. Because the soil management plan does not provide construction details on the fountain, utilities, sidewalk, etc., the bid and construction Plans need to be produced. The Village selects the successful bidder who removes the asphalt for recycling. The contractor will also remove the concrete pad where the pump island was located while preserving the existing groundwater monitoring well.

In the next steps the contractor will remove the upper soil to allow for a sub-base for bluestone pavers to be installed. Heindel Waite will oversee and segregate soil into clean and dirty. The soil will be live loaded and taken to a stockpiling location, with the clean kept separate from dirty. The dirt will be stored on plastic. The contractor then digs holes for the trees using the same processes described above. The contractor digs a trench for the fountain water line and deeper area for fountain footings which will, again, follow the same process as above. Once all the soil is accumulated, we test and figure out where each type goes. Some of the soil will be able to be put back in the hole created by its removal. Waite - Heindel do an inspection when the process is completed and write up a report. If all goes according to plan the Village gets a Certificate of Completion.

There is grant money to cover the oversight and testing, but the grant does NOT cover soil disposal. The Petroleum Cleanup Fund (PCF) will hopefully cover the disposal of any gasoline-contaminated soil. If we end up with a lot of "urban development soil" (PAHs, arsenic, lead), then the Village may have to pay to dispose of this at a Casella landfill. However, there is a new influx of Brownfield money thanks to Governor Scott, so we may be able to utilize this pot of money for disposal of any urban development soils. As we do not have soil qualities, or type, at the moment there is no way to put a dollar figure on any soil that we may need to be taken to a landfill.

There is a cost to prepare the bid documents and construction drawings for the Park. This is best handled by the Village Engineer. Rick Hamlin has said that his firm will produce the drawings necessary to move the park project forward for \$5,000.

**Recommendation**

At this time Staff request that the Trustees approve use of the Village Economic Development Funds to move this project forward by allocating \$5,000 to the Village Engineer to provide bid and construction drawings for the new Park.

**Memorandum**

**To:** Board of Trustees; Evan Teich, Unified Manager  
**Cc:** Ron Hoague, Police Chief; Marguerite Ladd, Assistant Manager  
**From:** Greg Duggan, Deputy Manager  
**Re:** Adoption of Local Emergency Management Plan  
**Date:** April 15, 2021

---

**Issue**

The issue is whether the Trustees will authorize the Village President to sign the Local Emergency Management Plan Municipal Adoption Form.

**Discussion**

Each year, the Trustees are asked to approve the Local Emergency Management Plan. The plan is included in the Trustees' confidential folder for the April 27, 2021 meeting.

The agenda has the Local Emergency Management Plan as a consent item. If the Trustees wish to discuss the Local Emergency Plan, staff recommends that the Trustees move the item to business, and consider holding the discussion in executive session. Security or emergency response measures, the disclosure of which could jeopardize public safety, can be a protected discussion.

If any of the board members wish to move this item off the consent agenda, staff asks that you notify us prior to the meeting so that the Police Chief has enough prior notice to attend the meeting.

**Cost**

n/a

**Recommendation**

Staff recommends that the Trustees authorize the Village President to sign the Local Emergency Management Plan Municipal Adoption Form.

If the Trustees wish to discuss the Local Emergency Management Plan in executive session, staff recommends the following motion:

"I move that the Trustees enter into executive session to discuss security or emergency response measures, the disclosure of which could jeopardize public safety, pursuant to 1 V.S.A. § 313(a)(1)(A) and 1 V.S.A. § 313(a)(10), to include the Unified Manager, Police Chief, and Assistant Manager."

## MEMO

To: Village Trustees

From: Brad Luck, Director, EJRP

Date: April 20, 2021

Re: Decorating 2 Lincoln Lawn for Memorial Day

The Essex Memorial Day Parade Committee is not operating the annual 1.5 mile community parade on Lincoln and Pearl Street this year due to current COVID guidance and general health and safety concerns. The Committee would like to honor the holiday by decorating the lawn at 2 Lincoln Street with flags in the ground, a banner(s) (not sure if one or a few) about Memorial Day, and to honor two former, long-time Committee members who have passed this year (Ed VonSitas and Mary Tewarson) with yard sign photos and a message. The Committee will be responsible for all costs associated with this effort, along with placing the items, and picking them up.

The Committee is asking if the Village will permit this display for the week leading up to and through Memorial Day, May 24-31.

Recommended Motion: The Trustees give permission for the Essex Memorial Day Parade Committee to decorate the lawn of 2 Lincoln Street with flags, banners, and yard signs from May 24-31 to honor Memorial Day and two former community volunteers, Ed VonSitas and Mary Tewarson.

## Memorandum

**To:** Board of Trustees; Evan Teich, Unified Manager  
**From:** Marguerite Ladd, Assistant Manager  
**Re:** Champlain Valley Expo additional waivers for graduation  
**Date:** April 21, 2021

---



### Issue

Local school leaders have requested to hold up to four graduations during the weekend of June 11<sup>th</sup> and 12<sup>th</sup> at Champlain Valley Exposition. The graduations would like to include a video wall setup so that people can see their graduate walk across the stage and space people out to accommodate for safe distancing during COVID. That video wall and accompanying necessary amplified sound will likely cause them to go over sound limits.

### Discussion

Will the Trustees grant additional amplified sound waivers specifically for the graduations on the weekend of June 11<sup>th</sup> and 12<sup>th</sup>?

### Cost

There is no cost

### Recommendation

It is recommended that the Trustees grant the additional sound waivers for the weekend of June 11<sup>th</sup> and 12<sup>th</sup> for the graduation ceremonies only.



TOWN OF ESSEX  
VERMONT

**Memo**

81 MAIN STREET, ESSEX JUNCTION, VERMONT 05452  
 Fax: 878-1353 • E-mail: manager@essex.org • Website: www.essex.org

**To:** Evan Teich, Unified Manager, Village Trustees, and Town Selectboard  
**From:** Dennis E. Lutz, P.E., Public Works Director  
 Ricky Jones, Village Highway Superintendent  
 Aaron Martin, P.E., Utilities Director / Town Engineer  
 Dan Gregoire, Staff Engineer  
**Date:** April 19, 2021  
**Subject:** Summer 2021 Paving Bid  
 (Bid Award)

**Issue:** The issue is whether the Village Trustees and Town Selectboard will award this year's 2021 Summer Paving Program bid to the apparent low bidder, Frank W. Whitcomb Construction Corp.

**Discussion:** The 2021 Summer Paving Program bid opening was held last Friday, April 16, 2021 at the Town of Essex Public Works Office. Four paving contractors responded to the Invitation to Bid for the Town of Essex and Village of Essex Junction 2021 paving program with bids submitted by Pike Industries, Engineers Construction, Inc., S.D. Ireland Brothers Corp., and Frank W. Whitcomb Construction Corp. The lowest total base bid was \$744,532.00, submitted by Frank W. Whitcomb Construction Corp. The Engineer's Estimate for the work was \$1,068,732.00. The low bid represents 70% of the estimate. Most of this cost difference is due to the assumption that the price of liquid asphalt would have risen more dramatically out of last season's drop during the Covid 19 epidemic.

**Costs:** Public Works staff performed a bid analysis and bid tabulation which has been provided with this memo. Below is a list of the total base bid from each Contractor;

Frank W. Whitcomb Construction Corp.	\$ 744,532.00	<b>LOW BIDDER</b>
Pike Industries	\$ 912,609.00	
Engineers Construction, Inc.	\$ 801,181.50	
S.D. Ireland Brothers, Corp.	\$ 873,984.70	
Town's Estimate	\$1,068,732.00	

Below is a breakdown of the subtotals for the project bid from this year's low bidder;

Town Project Total	\$ 621,212.00
Town Alternate Projects	\$ 20,280.00
Village Project Total	\$ 103,040.00
<b>Total Base Bid</b>	<b>\$ 744,532.00</b>

The low bid provided for the Town projects is substantially lower than estimated. Staff may include the alternative project and /or a couple small projects and stay within available funding.

W:\WPDOCS\PW&HIGH\BID&SPEC\Paving\Paving 2021\joint memo summer Paving Bid Award 04-19-21.doc

TOWN MANAGER	PARKS AND RECREATION	COMMUNITY DEVELOPMENT	PUBLIC WORKS	ASSESSOR	FINANCE	TOWN CLERK	LIBRARY	POLICE
878-1341	878-1342	878-1343	878-1344	878-1345	878-1359	879-0413	879-0313	878-8331

The Town applied for Two Class II Grants this year to offset the costs of paving portions of Old Stage Road and Essex Way. It is anticipated that the State will award at least one of these grants. If additional funding is freed up due to the award of Class II grants, staff will meet to discuss financial options available which may include an increase in project scope for Old Stage Road or additional paving projects not on the current bid.

**Recommendation:** It is recommended that the Village of Essex Junction Board of Trustees and Town of Essex Selectboard award the 2021 Summer Paving bid to Frank W. Whitcomb Construction Corp., of New Hampshire, in the amount of \$744,532.00.

## **Memorandum**

**To:** Board of Trustees  
**From:** Evan Teich, Unified Manager  
**Re:** Annual Review of Ethics Policy  
**Date:** April 21, 2021

---

### **Issue**

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

### **Discussion**

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

### **Cost**

N/A

### **Recommendation**

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

# VILLAGE OF ESSEX JUNCTION ETHICS POLICY

## 1. APPLICABILITY:

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

## 2. POLICY STATEMENT:

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

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

## 3. DEFINITIONS:

The following words shall have the following meanings:

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

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

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

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

#### 4. CONFLICT OF INTEREST:

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

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

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

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

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

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

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

#### **6. INAPPROPRIATE USE OF PUBLIC POSITION:**

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

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

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

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

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

## **7. INCOMPATIBILITY OF OFFICES:**

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

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

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

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

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

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

## **8. FAIR AND EQUAL TREATMENT:**

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

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

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

## **9. DISCLOSURE AND RECUSAL PROCEDURES:**

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

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

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

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

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

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

#### **10. COMPLAINT OF ETHICS VIOLATION:**

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

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

#### **11. DISTRIBUTION OF ETHICS POLICY:**

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

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

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

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

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

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

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

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

**101. EFFECT**

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

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

**102. DEFINITIONS**

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

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

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

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

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

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

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

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

### **103. EQUAL OPPORTUNITY AND NON-DISCRIMINATION**

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

### **104. APPOINTMENTS**

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

### **105. RECORDS**

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

### **106. MONIES RECEIVED**

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

### **107. OATH**

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

### **108. SALARIES**

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

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

### **109. TERMINATION OF OFFICE**

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

### **110. REFERENCES**

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

### **111. TRAVELING EXPENSE**

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

regular work site as base.

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

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

#### **112. SMOKING**

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

#### **113. EMPLOYEE ASSISTANCE PROGRAM**

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

#### **114. OPEN DOOR POLICY.**

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

#### **115. ETHICS POLICY.**

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

## **ARTICLE 2 EMPLOYEE RULES AND REGULATIONS**

#### **201. EFFECT**

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

#### **202. APPOINTMENT OF SUPERVISORY PERSONNEL**

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

#### **203. ASSIGNMENT OF DUTIES**

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

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

*For Elected and Appointed Public Officials*

# ACKNOWLEDGEMENT

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

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

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**VILLAGE OF ESSEX JUNCTION  
INFORMATIONAL HEARING MINUTES  
WEDNESDAY APRIL 7, 2021**

**VILLAGE TRUSTEES:** Andrew Brown, Village President; George Tyler, Vice President; Rajan Chawla; Dan Kerin; Amber Thibeault

**ADMINISTRATION and STAFF:** Evan Teich, Unified Manager; Greg Duggan, Deputy Manager; Tammy Getchell, Assistant to the Manager; Wendy Hysko, Brownell Library Director; Rick Jones, Public Works Superintendent; James Jutras, Water Quality Superintendent; Marguerite Ladd, Assistant Manager; Karen Lemnah, Assessor; Brad Luck, Essex Junction Recreation & Parks Director; Sarah Macy, Finance Director; Linda Mahns, Administrative Assistant; Susan McNamara-Hill, Clerk; Robin Pierce, Community Development Director

**OTHERS PRESENT:** Alice Allen; Joel Baird; Jonathan Breen; Joe Breuer; Jennifer Catella; Diane Clemens; Annie Cooper; Erna D; Jeff Deslauriers; Tracey Delphia; Rep. Karen Dolan; Roy Gates; Maureen Gillard; Rep. Lori Houghton; Wendy Hysco; Joan MacKenzie; Scott Moore; Mike Czaplicke; Mike Resa; Saramichelle Stultz; Mike Sullivan; Andy Suntup; Linda Suntup; Ann Wadsworth; Andy Watts; Jess Wisloski; Irene Wrenner; George; iPhone; Ken; Ken's iPhone; Roy5

**MODERATOR:** Steve Eustis

---

**1. CALL TO ORDER**

Mr. Eustis introduced himself as the meeting's moderator. He called the meeting to order at 7:00 PM.

**2. PLEDGE OF ALLEGIANCE**

Mr. Eustis invited the assemblage to join in the Pledge of Allegiance.

**3. NATIONAL ANTHEM**

The National Anthem was performed by Emma Blatt.

**4. WELCOME AND ANNOUNCEMENT**

Mr. Brown introduced all staff in attendance, members of the Board of Trustees and distinguished guests. Mr. Eustis explained how the 2021 Village Annual Meeting would differ from previous years and requested civility and respect throughout.

**5. PRESENTATION AND DISCUSSION ABOUT ARTICLE 1:**

Mr. Eustis read Article I at 7:08 PM: Shall the voters approve an annual General Fund Budget in the amount of \$5,641,278 for fiscal year July 1, 2021 to June 30, 2022, \$3,745,866 of which is to be levied in taxes against the Village Grand List?

Mr. Brown presented information about Article 1. He described the budget as status quo, constructed to continue current services. He talked about the rolling stock funds, which moved to department budgets, and funds for buildings maintenance. He stated the budget reflects stable costs for staff. Mr. Brown provided a summary of the general fund. He said contributing Factors for the 5.1% increase in the general fund were salaries and benefits; capital transfer; restoration and maintenance of buildings; board stipends; professional services; salary study; paving; salt costs and a net decrease. He talked about the reasons behind increasing stipends for the Trustees, and committee members. He said the increases will help people overcome barriers to participating and incentivize the opportunity for people who have historically been marginalized to serve on committees and boards. Mr. Brown said the estimated tax impact of

54 the budget will bring the tax rate to 0.97%, resulting in the estimated tax increase to a \$280,000  
55 property of \$8.96. Mr. Brown provided an overview of where Village resident tax dollars go by  
56 percentage to Village services, Town services and the School budget. He shared examples of  
57 how capital funds are planned to be spent in the upcoming year on the completion of the  
58 Densmore Drive Culvert replacement and road reconstruction; a truck purchase; playground  
59 equipment purchase; a manhole repair and conservation efforts.  
60

61 Mr. Eustis opened public discussion of Article 1. There were no comments from the public at  
62 this time.  
63

64 **6. PRESENTATION AND DISCUSSION ABOUT ARTICLE 2**

65 Mr. Eustis read Article 2 at 7:18 PM: Shall the Town of Essex adopt the Plan of Merger of the  
66 Town of Essex, Vermont and Village of Essex Junction, Vermont dated January 11, 2020 and  
67 the proposed Charter for the merged municipalities?  
68

69 Mr. Tyler provided overview of the land acquisition fund. He said it was originally created to  
70 accumulate money to purchase property in the Village center as a downtown revitalization  
71 strategy. He said \$300,000 was used for capital expenses and the remainder was left  
72 accumulating interest. Mr. Tyler said it would be appropriate for voters to choose to transfer the  
73 fund's \$82,700, balance to the Economic Development fund because it is for similar purposes.  
74

75 **7. PRESENTATION AND DISCUSSION ABOUT ARTICLE 3**

76 Mr. Eustis read Article 3 at 7:21 PM: Shall the voters approve extending the one cent Capital  
77 Improvement tax (also known as Economic Development tax), as established in 2016, to be  
78 reconsidered at annual meeting in 2024.  
79

80 Mr. Tyler presented information about Article 3. He said the Economic Development fund, also  
81 known as the penny on the tax rate, generates about \$120,000 per year. He said the fund was  
82 set up for three years, with a requirement that, after the third year, voters would be asked to  
83 approve the continuation of the tax. He described the fund a good investment into the  
84 downtown. He said int 2021, it was used to purchase space near the Firebird Café, where a  
85 park can be built. He showed an artist rendering of potential use for the park. He said the fund  
86 also helped pay for Open and Outside event costs; small improvements at Village center; and  
87 to purchase 33 public parking spaces in a parking garage being constructed.  
88

89 Mr. Eustis opened public discussion of Article 2. There were no comments from the public at  
90 this time.  
91

92 **8. PRESENTATION AND DISCUSSION ABOUT ARTICLE 4**

93 Mr. Eustis read Article 4 at 7:26 PM: Shall the annual stipend for the position of a Trustee of the  
94 Village Board of Trustees be raised from \$500 to \$1,000?  
95

96 Ms. Thibeault provided information about Article 4. She said the stipend increase for Trustees  
97 is intended to help diversify participation on the Board. She showed how the increase from  
98 \$500 to \$1000 equates to a per meeting payment of \$18, and she described how it would make  
99 the stipends equitable, as compared to Essex, Colchester, and Burlington. Ms. Thibeault talked  
100 about additional stipend increases, for those who serve on various other committees in the  
101 Village, to \$50 per meeting per person. She said this was intended to help people cover  
102 expenses that may result from attending meetings.  
103

104 Rep. Dolen said she appreciates the Trustees asking for reasonable compensation in an effort  
105 to bring new voices to the table. She talked about how stipends can make a difference in  
106 people's ability to participate.  
107

108 **9. PRESENTATION AND DISCUSSION ABOUT ARTICLE 5**

109 Mr. Eustis read Article 5 at 7:31 PM: Shall the voters approve holding the 2022 Annual Meeting  
110 on Wednesday, April 6, 2022 to act upon any articles not involving voting by Australian ballot  
111 and to reconvene on Tuesday, April 12, 2022 to vote for the Village officers and transact any  
112 business involving voting by Australian ballot?  
113

114 **10. PRESENTATION AND DISCUSSION ABOUT ARTICLE 6**

115 Mr. Eustis read Article 6 at 7:32 PM: By a non-binding resolution, shall the Essex Junction  
116 Board of Trustees be advised to draft a charter to create the independent City of Essex  
117 Junction, for consideration by the Village of Essex Junction voters no later than November  
118 2021, should efforts seeking a vote for reconsideration on the issue of merger fail. We advise  
119 that the charter shall not include any union municipal districts, interlocal contracts, special tax  
120 districts or other relationships within the Town of Essex for the provision of Village Government  
121 services. The only exception may be for the consideration of police services.  
122

123 Mr. Kerin explained that Article 6 is being asked because 5% of the Village voters signed a  
124 petition to find a direction for moving forward, if the merger revote does not pass. He said the  
125 petitioners are hoping for a charter that separates the Village from the Town. He clarified that if  
126 a vote on Article 6 passes and a charter is created, any charter changes need approval from  
127 the legislature. Mr. Kerin said the Trustees are planning to develop an advisory board to  
128 consider options if the merger revote fails. He said he believes that merger would make Essex  
129 stronger but, if it fails, the communities will find a way to move forward amicably.  
130

131 Mr. Eustis opened public discussion of Article 6.  
132

133 Rep. Houghton thanked the Trustees for their fast response to the petition and for their  
134 leadership on this issue.  
135

136 Mr. Sullivan thanked the Trustees for the hard work involved with the merger issue and  
137 commended everyone involved in the effort.  
138

139 Mr. Deslauriers asked what the benefits would be if the Village were to become its own,  
140 independent city. Mr. Kerin said that taxing would change so Village residents would no longer  
141 also pay taxes to Essex Town. He explained that the Town outside the Village grew services in  
142 recreation, fire and more over time, and the Village helps pay for these, even though there are  
143 redundancies. He talked about how the conclusion or IBM's machinery equipment tax resulted  
144 in increased taxes transferred to the Village, which began some of the tax equity discussions.  
145

146 Mr. Czaplicke asked for clarification on what services the Village taxes to the Town pay for. Mr.  
147 Brown said the taxes go toward everything in town government, which includes some  
148 duplicative services. Mr. Kerin explained that, when the Village originally was formed within the  
149 Town, it established services that the Town did not need or want. He said the Town outside the  
150 Village grew, over 150 years, to a point where they wanted similar services. He said the Village  
151 is an incorporated municipality within the Town, which is why the taxpayers have to pay for  
152 both. Mr. Tyler added that, under state statute, an incorporated village must exist inside a town,  
153 and must continue to pay taxes to the town, but the town is not required to pay for services into  
154 the incorporated village. He said that many other Town and Village arrangements in Vermont  
155 have found equitable status quo ways to deal with the structure, but when the Town outside the  
156 Village grew the Essex municipalities did not find a status quo.  
157

158 Mr. Sullivan asked if the Town could hold a second revote if the merger revote on April 13  
159 passes. Mr. Brown explained that a second revote cannot take place because a question can  
160 only be asked of voters one more time during a year and this revote constitutes as that.  
161

162  
163  
164  
165  
166  
167  
168  
169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179  
180  
181  
182  
183  
184  
185  
186  
187  
188  
189  
190  
191  
192  
193  
194  
195  
196  
197  
198  
199  
200  
201  
202  
203  
204  
205  
206  
207  
208  
209  
210  
211  
212  
213  
214

**11. ANNOUNCEMENT ABOUT ARTICLE 7**

Mr. Eustis read Article 7 at 7:54 PM: To elect Village officers required by law including: Moderator (one year term); two Village Trustees (2 three-year terms); one Library Trustee (five-year term)?

Mr. Eustis explained that polls at the Highschool would be open on Tuesday April 13 from 7:00 AM to 7:00 PM but people could instead choose to mail-in or drop off ballots at the Town office until April 12. Ms. McNamera-Hill said ballots must be received by the end of polls on Tuesday.

Mike Sullivan suggested that people should consider taking their ballots to the Town offices or polling location instead of mailing them, due to the short window of time left.

Mr. Teich explained that when a ballot is mailed locally, it will go to a poll mailing center in a different part of the state before coming back to Essex. Ms. McNamera-Hill thanked the US Postal Service workers for their hard work.

Rep. Dolan thanked staff for their experience and work to conduct an effective vote.

**12. PUBLIC TO BE HEARD**

Mr. Tyler stated there is false information circulating claiming he is the sole writer of the proposed plan of merger charter being voted on. He clarified that the process was all-inclusive of Trustees, Selectboard members and Legal Counsel.

Mr. Chawla presented an overview of VT Act 164, which will regulate the production and sale of cannabis. He said municipalities can opt-out of cannabis sales, but not production. He talked about the types of licenses that will become available and explained the legislature's timeline for discussions and license development. Mr. Chawla said that communities will need to opt-in if they want to be able to allow retail sales but they could then control the locations of cannabis sales through zoning. He invited the public to attend Village Planning Commission and Trustee meetings to be part of this discussion. He said towns will be able to issue Cannabis sale licenses to establishments but incorporated villages cannot. Mr. Teich said that, once elections are over, this topic will be prioritized and Community Development Directors are conducting outreach on the topic. Mr. Duggan said a combined effort will include appointments from the Trustees, Police Department and Economic Development Commission to address the issue.

Mr. Brown provided an update on the Crescent Connector. He showed a map of Pearl, Lincoln Park, Maple, and Main streets which illustrated the road to be established. He said federal funds will be used to link streets and bypass train tracks to improve travel from Essex to Williston. He said plans include increased public parking; improved property development; better opportunities for walk and bike transportation; and traffic diversion away from the Village center. He said this year's first phase of the project will replace train crossing intersections to improve driving, including establishing rail guards. Mr. Brown said that the second phase of the project, next year, will establish the road. Mr. Tyler thanked the Village attorney, engineer, and Community Development Director for their efforts on this major rebuild.

Mr. Sullivan wondered whether the train crossings could be established as quiet crossings where horns are not blown. Mr. Teich said that Central Railroad may consider this in the future but were not ready to consider addressing the federal rail administration guidelines for quiet crossings with the Crescent Connector project.

Mr. Sullivan requested that the Police Chief address the issue of people on high speed motorbikes at 2:00 AM in the Town and Village.

215 Mr. Brown expressed gratitude to the community over this pandemic year, for coming together  
216 to help each other and share acts of kindness.  
217

218 **13. ADJOURN**

219 Mr. Eustis adjourned the meeting at 8:23 PM.  
220

221  
222 Respectfully Submitted,  
223 Cathy Ainsworth  
224 Recording Secretary  
225  
226

TOWN OF ESSEX  
SELECTBOARD MEETING MINUTES  
Thursday, April 14, 2021

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

**ADMINISTRATION and STAFF:** Evan Teich, Unified Manager; James Jutras, Water Quality Superintendent; Marguerite Ladd, Assistant Manager; Brad Luck, EJRP Director; Robin Pierce, Community Development Director

**OTHERS PRESENT:** Mark Aubel, Jonathan Breen, Bob Burrows, Marcus Certa, Heidi Clark, Diane Clemens, Andy Champagne, Annie Cooper, Amanda Dall, Renee Dall, Tracey Delphia, Jon N. Demeritt, Erin Dickinson, Karen Dolan, Betsy Dunn, Alan Fay, Erin Forbes, Dylan Giambatista, Margaret Gilbert, Maureen Gillard, Micah Hagan, Susan Hale, Elaine Haney, Sam Hooker, Lori Houghton, Tamara Jaques, Christopher Kenney, Evan Lawrence, Joan MacKenzie, Elizabeth McCormick, Sue McCormack, Bridget Meyer, Timothy Miller, Patrick Murray, Sarah Nosek, Mary Post, Roseanne Prestipino, John Rowell, Gabrielle Smith, Harlan Smith, Saramichelle Stultz, Mike Sullivan, Melanie T., Jim Waite, Corey Wood, Irene Wrenner, Henry Wu, Dennis \_\_\_\_\_, Erin \_\_\_\_\_, Susanna \_\_\_\_\_, RM

**1. CALL TO ORDER**

Mr. Teich called the meeting of the Village Trustees to order at 6:31 PM, as tonight is the reorganization meeting of the Board.

**2. REORGANIZATION**

Mr. Teich explained the process of reorganization and requested a nomination for chair from the Board.

**DAN KERIN made a motion, seconded by GEORGE TYLER, to nominate Andrew Brown for President. Motion passed 5-0.**

**GEORGE TYLER made a motion, seconded by DAN KERIN, to nominate Raj Chawla for Vice-President. Motion passed 5-0.**

**3. AGENDA ADDITIONS/ CHANGES**

Mr. Brown requested that the following business items be moved to the Consent Agenda:

- d. Consider approval of street markings on north side of Maple Street.
- e. Consider approval of grant applications for culvert crossing replacements at Densmore Drive and Brickyard Road.

Mr. Brown requested that the following business item be removed from the agenda:

- h. Discussion of legal counsel recommendations on options and next steps regarding merger and/or separation of Village of Essex Junction from Town of Essex.

Mr. Chawla requested that the following item from the Reading File be discussed by the board at a future meeting:

- e. Letter from VTRANS re: Essex Junction Crosswalk Beacons – Lincoln/Central, Main/Pleasant, and Main/Church

49 **4. APPROVE AGENDA**

50 **DAN KERIN made a motion, seconded by RAJ CHAWLA to approve the agenda as amended.**  
51 **Motion passed 5-0.**

52  
53 **5. PUBLIC TO BE HEARD**

54 None.

55  
56 **6. BUSINESS ITEMS**

57 **a. \*Interview and possible appointment: Evan Lawrence, Bike/Walk Advisory Committee (BWAC)**

58 Mr. Lawrence was asked to tell the board a little about himself and his interest in the BWAC. Mr.  
59 Lawrence said that he and his partner had purchased a home in the Village about two months ago and that  
60 they felt very supported by the community. He would like to join this committee to help give back and to  
61 establish roots in the community. Mr. Chawla asked Mr. Lawrence if there was anything that he would  
62 like to see happen in the community regarding bike and pedestrian access. Mr. Lawrence recommended  
63 additional locked bike parking and increasing connectivity for bikes and pedestrians.

64  
65 **RAJ CHAWLA made a motion, seconded by DAN KERIN to appoint Evan Lawrence to the**  
66 **Bike/Walk Advisory Committee. Motion passed 5-0.**

67  
68 **b. Presentation of “Across the Dotted Line: Community Connections in Essex” – Gabrielle Smith**  
69 **from Heart and Soul of Essex**

70 Ms. Smith said that she and Mr. Wu have been working on a photo story initiative called “Across the  
71 Dotted Line: Community Connections in Essex.” This is sponsored by Heart & Soul of Essex, a non-profit  
72 that was founded in 2012 when the Orton Family Foundation awarded the Essex community a grant to  
73 engage the community and seek out our values. This project creates an online photo gallery of friendships,  
74 family, and other connections in the community. Ms. Smith read a few of these stories to the audience.  
75 Ms. Smith said that the project will be ending shortly, however, the images would remain on the website  
76 for the next few months. Mr. Brown, Mr. Kerin, and Mr. Tyler all expressed support for this project. Mr.  
77 Chawla and Ms. Thibault also expressed support and indicated their willingness to support this project in  
78 continuing for a longer period. In public to be heard, Ms. Cooper volunteered her assistance to help the  
79 initiative continue.

80  
81 **c. Consider appointment of Trustees member to Cannabis Study Committee**

82 Mr. Teich said that a committee has been formed to study this issue, and that it would be comprised of the  
83 Town and Village Community Development directors, as well as a member of both the Selectboard and  
84 Trustees. Mr. Chawla expressed his concerns that a Public Health representative is not included on this  
85 board and said that he is having a difficult time understanding the committee’s purpose. The Board  
86 discussed consulting with the Town Health Officer or employees of the Howard Center to learn more about  
87 this issue. Mr. Teich said that the state is proposing an opt in/opt out program for cannabis sales in  
88 communities, as well as some minor boundaries that towns/villages will be allowed to set. The purpose of  
89 this committee is to get community input and see if Essex should opt in or out of retail cannabis. Mr.  
90 Chawla expressed his concern that the Town Economic Development Commission is researching health  
91 impacts of retail cannabis sales, as he does not believe that they are the best group to do so. Mr. Pierce  
92 clarified the timelines with Board and said that it is important to consider the economic impact of both  
93 retail and cannabis manufacturing. Zoning bylaws can also be used to limit where retail cannabis can be  
94 sold.

95

96 In public comment, Ms. Cooper said that the Economic Development Commission has been working with  
97 Public Health department representatives on this issue, as well as engaging residents. Ms. Houghton said  
98 that the state of Vermont House of Representatives has a lot of resources on their website that Essex can  
99 use to help decide.

100

101 **Motion by RAJ CHAWLA, seconded by GEORGE TYLER to appoint Amber Thibault to the**  
102 **Cannabis Study Committee. Motion passed 5-0.**

103

104 ~~d. Consider approval of street markings on north side of Maple Street~~

105 ~~e. Consider approval of grant applications for culvert crossing replacements at Densmore Drive and~~  
106 ~~Brickyard Road~~

107 **f. Discuss Annual Meeting outcomes**

108 Mr. Brown said that the Trustees would express their thoughts and then the public will have their chance to  
109 speak. He said that the election proved that the Village is overwhelmingly happy to separate. It may be  
110 difficult to have a charter ready for a November vote, but not impossible. Mr. Kerin expressed his support  
111 for moving forward with separation and said that there is a possibility of continuing to share some services.  
112 Mr. Tyler said that the two “no” votes have showed how residents outside of the village feel, and that the  
113 disparity in funding from tax levies must be addressed. Ms. Thibault expressed her support for previous  
114 comments. Mr. Chawla said that he is disappointed with the results of the election, but that the Board is  
115 ready to move forward thoughtfully.

116

117 Public Comments:

- 118 • Mr. Hagan expressed support for the comments made by the Board regarding separation.
- 119 • Mr. Sullivan pointed out that as a Village resident, he funds several departments in the Town of  
120 Essex yet is not able to get services from them.
- 121 • Ms. Haney thanked the Trustees for negotiating with the Selectboard in good faith. She expressed  
122 her disappointment that merger did not pass and said that the charter was full of innovation and  
123 compromise.
- 124 • Ms. Cooper stated that she always felt heard and respected by the Trustees. She commended Mr.  
125 Tyler for pushing for the gradual tax increase for the Town outside of the Village. She said that her  
126 tax dollars pay for 100% of the Village Community Development Department, and 42% of the  
127 Essex Community Development Department, however, she is only able to access services from the  
128 former. She was the Chair of the Economic Development Commission however she has no access  
129 to the services in the department that the Commission falls under.
- 130 • Ms. Smith said that she does not believe that the Town outside the Village will ever support merger.  
131 She contradicted a recent Front Porch Forum post that stated that the Village had “luxury” services.
- 132 • Ms. Wrenner said that EJRP and Brownell both have much higher budgets than their Essex  
133 counterparts.
- 134 • Ms. Clemens said that the worst thing about this process is seeing the distrust that has spread  
135 between residents of the Village and outside the Village. The community needs to move forward  
136 from this process.
- 137 • Mr. Giambatista said that he is encouraging new voices with creative ideas to become involved in  
138 the community.
- 139 • Mr. Miller said that he is exhausted from the merger, and that separation is the only path forward  
140 that he sees.
- 141 • Mr. Smith said that he is disappointed by the result of the merger vote but wants to move forward  
142 with separation. He said that the creation of a charter seems simple but unwinding the MOUs  
143 would be more difficult.

- 144 • Ms. Stultz said that Brownell Library is like a community center, which Essex Free Library is not.  
145 She said that she thinks that it is an amazing value for the services that it provides.
- 146 • Mr. Rowell thanked everyone for their hard work and provided some historical context on the  
147 Village’s establishment in the 1800s.
- 148 • Mr. Hooker said that he cautions that separation will not make the acrimony between residents  
149 disappear.
- 150 • Ms. Haney said that, while the Village funds 42% of Capital Projects in Essex, 98% of these  
151 projects occur outside of the Village. This disparity must be corrected. She said that planning for  
152 the new community will be difficult, but that good things are coming. It is important to prove that  
153 we can stand on our own.

154  
155 Mr. Brown stated that the charter is not the difficult part of the transition, but that a budget will need to be  
156 drafted, employees hired, and agreements corrected. He also stated that if a neighborhood adjacent to the  
157 Village would like to join the community, they should circulate a petition and present it to the Trustees.  
158 Mr. Tyler stated that he wanted to debunk the myth that the Village has “luxury” items. The community is  
159 efficient and well-run, and the only reason that Brownell costs more money to run than Essex Free Library  
160 is because it has a bigger staff and more people use it.

161  
162 **g. Discussion and potential action on Merger Alternatives Committee**

163 Mr. Brown offered the suggestion that, instead of forming a new committee, the Trustees dedicate a portion  
164 of every meeting to this issue. This will help to allow the issue to be discussed at a meeting in the evening,  
165 rather than during the day and thus increase public engagement. Since the Trustees are already educated on  
166 the issues, no learning curve will be required. The Board indicated their support. The Board said that  
167 volunteers could assist with public outreach while the Trustees did the “boring work” of writing  
168 agreements and a charter. Mr. Luck said that there is a lot of good energy that could be used to assist with  
169 public outreach and that spring and summer is an excellent time for this. Mr. Brown said that he would  
170 like to see this process completed by the November timeline, as it would allow the new charter to be  
171 approved by the legislature in 2022. Mr. Tyler said that he is open to some continued sharing with the  
172 Town of Essex in areas that make sense. Mr. Brown said that it is important that the Trustees have equal  
173 rights on any shared initiatives and are not seen as a “second class board.” Mr. Luck will be the staff  
174 project coordinator and will present a committee plan at the next meeting.

175  
176 In public comment, Ms. McCormack thanked everyone for their hard work. She expressed support for the  
177 parallel process of having a group to take care of the public process while the Trustees worked on the  
178 technical details. Mr. Sullivan, Mr. & Mrs. Certa, and Ms. Cooper volunteered to assist with outreach.  
179 Ms. Haney offered support for charter development.

180  
181 ~~**h. \*\*Discussion of legal counsel recommendations on options and next steps regarding merger and/or**~~  
182 ~~**separation of Village of Essex Junction from Town of Essex**~~

183 ~~**i. \*\*Discussion of Draft Wastewater Facility Discharge Permit**~~

184  
185 **7. CONSENT ITEMS**

186 **Motion by AMBER THIBAUT, second by DAN KERIN to approve the consent agenda, with a**  
187 **friendly amendment that the draft minutes from March 16 have the times included. Motion passed**  
188 **5-0.**

189 a. Consider reconstitution of the Town/Village Storm Water Coordinating Committee and appointment of  
190 Trustees member to the Committee

191 b. Approve minutes: March 16, 2021; March 22, 2021 - Joint board

- 192 c. Check Warrants: 17244 – 3/26/21; 17245 – 4/2/21  
193 d. Consider approval of street markings on north side of Maple Street  
194 e. Consider approval of grant applications for culvert crossing replacements at Densmore Drive and  
195 Brickyard Road  
196 f. Consider approval of street markings on north side of Maple Street  
197 g. Consider approval of grant applications for culvert crossing replacements at Densmore Drive and  
198 Brickyard Road  
199

200 **8. READING FILE**

- 201 a. Board member comments: Mr. Tyler said that he was asked to represent the Trustees on the Stormwater  
202 Coordinating Committee. Mr. Brown said that the planning process for the Crescent Connector continues  
203 to move forward, and that work on a multi-use path connecting Essex and Colchester will begin shortly.  
204 Mr. Teich expressed his thanks for the hard work of staff members at the Clerk’s office and poll workers.  
205 b. Resignation letter from Bruce L. Murdough re: resignation from Zoning Board of Adjustment  
206 c. Memo from Renae Marshall, Colchester Deputy Town Manager, Aaron Frank, Colchester Town  
207 Manager, Robert Vickery, Colchester Town Assessor and Julie Graeter, Colchester Town Clerk/Treasurer  
208 re: Act 175 Vermont Education Property Tax Transition  
209 d. Chittenden County Regional Planning Commission March Newsletter  
210 e. Letter from VTRANS re: Essex Junction Crosswalk Beacons – Lincoln/Central, Main/Pleasant, and  
211 Main/Church  
212 f. Memo from Annie Costandi, Chelsea Mandigo, Dennis Lutz, and James Jutras re: Information on  
213 Stormwater Phosphorus Control Plan Submittal  
214 g. Memo from Robin Pierce re: Crescent Connector Update h. Colchester-Essex VT-15 Multi-Use Path  
215 Project  
216 i. New meeting schedule for 2021-2022  
217

218 **9. EXECUTIVE SESSION**

- 219 a. ~~\*An executive session may be requested to discuss the appointment(s) of a public official~~  
220 b. \*\*An executive session is anticipated to discuss legal matters.  
221

222 **Motion by ANDREW BROWN, seconded by RAJ CHAWLA that the Trustees make the specific**  
223 **finding that general public knowledge of pending or probable civil litigation, to which the public**  
224 **body is or may be a party, would place the Village at a substantial disadvantage. Motion passed, 5-0.**  
225

226 **Motion by ANDREW BROWN, seconded GEORGE TYLER by move that the Trustees enter into**  
227 **executive session to discuss pending or probable civil litigation, to which the public body is or may be**  
228 **a party, pursuant to 1 V.S.A. § 313(a)(1)(E), to include the Unified Manager, Assistant Manager, and**  
229 **Water Quality Superintendent and the Village Attorney. Motion passed 5-0 at 9:15 PM.**  
230

231 **10. ADJOURN**

232 **DAN KERIN made a motion, seconded by GEORGE TYLER, to adjourn. Motion passed 5-0 at 9:29**  
233 **p.m.**  
234

235 Respectfully Submitted,  
236 Darby Mayville  
237 Recording Secretary  
238

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	03/31/21	ADVANCE AUTO PARTS belt for sweeper 552109055481	210-43110.432 R&M Services - Vehicles	11.02	33472	04/09/21
05290	04/01/21	ADVANCE AUTO PARTS oil 552109136883	210-43110.626 Vehicle Fuels	94.16	33472	04/09/21
05290	04/02/21	ADVANCE AUTO PARTS SWAY BAR LINKS trk 4 552109236918	210-43110.432 R&M Services - Vehicles	11.83	33472	04/09/21
05290	04/02/21	ADVANCE AUTO PARTS supplies 552109236933	210-43110.610 SUPPLIES	11.03	33472	04/09/21
19815	03/23/21	AMAZON CAPITAL SERVICES Office Suplies 19RNL61K16T	210-45110.610 SUPPLIES	549.99	33475	04/09/21
19815	03/31/21	AMAZON CAPITAL SERVICES Lobby Stools 1DH67WFG1JK1	210-45110.610 SUPPLIES	233.90	33475	04/09/21
19815	03/17/21	AMAZON CAPITAL SERVICES Office Supplies 1F94JQTRGFVG	210-45110.610 SUPPLIES	191.47	33475	04/09/21
19815	03/18/21	AMAZON CAPITAL SERVICES Office Chair 1FH6PKW9MGNY	210-45110.610 SUPPLIES	187.61	33475	04/09/21
19815	04/04/21	AMAZON CAPITAL SERVICES Printer Supplies - Remote 1FYX9Y713HYN	210-45110.610 SUPPLIES	66.93	33475	04/09/21
19815	03/21/21	AMAZON CAPITAL SERVICES Office Supplies 1QN1VMPMM1VV	210-45110.610 SUPPLIES	35.99	33475	04/09/21
09345	04/06/21	BASIC Monthly Fee for COBRA Adm 40510335	210-41320.210 HEALTH INS & OTHER BENEFIT	42.50	33479	04/09/21
02235	03/24/21	BOUND TREE MEDICAL LLC Curaplex 84000672	210-42220.615 EMS SUPPLIES	5.79	33482	04/09/21
25530	04/02/21	CHARLEBOIS TRUCK PARTS fuel nozzle for tank in b IT21142	210-43110.432 R&M Services - Vehicles	82.13	33486	04/09/21
21210	04/01/21	CINTAS LOC # 68M 71 M WATERBREAK COOLER AGRMENT 9126353990	210-43110.610 SUPPLIES	50.00	33487	04/09/21
25120	04/02/21	CLICKTIME.COM EJRP Timesheets March 341695	210-45110.330 OTHER PROFESSIONAL SVCS	525.00	33488	04/09/21
25120	04/02/21	CLICKTIME.COM Town ClickTime - March 341988	210-41510.570 Other Purchased Services	80.00	33488	04/09/21
04940	03/23/21	COMCAST MSP Internet April 0176315 0321	210-41945.026 Telephone - Maple St Park	224.39	33491	04/09/21
04940	03/27/21	COMCAST Internet EJFD 4/4-5/3/21 0179210 0321	210-41945.022 Telephone - Fire Station	168.40	33492	04/09/21
04940	03/23/21	COMCAST Park St Internet April 0210908 0321	210-41945.023 Telephone - Park St Sch	217.69	33493	04/09/21
38280	03/30/21	CRYSTAL ROCK BOTTLED WATE Water 17722277 03A	210-41946.020 Gen Supplies - 2 Lincoln	2.00	33496	04/09/21
03280	03/25/21	ENGINEERS CONSTRUCTION IN TOPSOIL 3066	210-43120.610 Summer Const - Supplies	200.00	33499	04/09/21
11135	03/16/21	EYE CARE OF VERMONT PLC Eyeglass Insert 626964	210-42220.612 UNIFORMS,BOOTS,ETC	120.00	33504	04/09/21
04640	03/31/21	FASTENAL INDUSTRIAL & CON DRILL AND DRIVER KIT FOR VTBUR292042	210-43110.610 SUPPLIES	333.12	33505	04/09/21
19805	02/24/21	FIRST NATIONAL BANK OMAHA FNBO 9572 Feb 2021 inv 9572 221	210-41320.340 COMPUTER EXPENSES	320.88	33508	04/09/21
19805	03/24/21	FIRST NATIONAL BANK OMAHA FNBO 9572 Mar 2021 cc sta 9572 321	210-41320.340 COMPUTER EXPENSES	490.58	33508	04/09/21

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
19005	04/01/21	FIRSTLIGHT FIBER	2 Lincoln Phone Internet 8898655	210-41945.020 Telephone - 2 Lincoln St	253.62	33509	04/09/21
16000	04/02/21	FISHER AUTO PARTS	High Temperature Thread S 293325379	210-43110.610 SUPPLIES	15.30	33510	04/09/21
34895	04/01/21	GAUTHIER TRUCKING, INC.	Rubbish 11 JACKSON ST 1550666	210-43110.565 RUBBISH REMOVAL	104.11	33514	04/09/21
34895	04/01/21	GAUTHIER TRUCKING, INC.	trash removal - 2 Lincoln 1550667	210-41943.020 Contractual Svc - 2 Linco	406.17	33514	04/09/21
34895	04/01/21	GAUTHIER TRUCKING, INC.	Rubbish PEARL ST, MAIN ST 1550668	210-43110.565 RUBBISH REMOVAL	476.06	33514	04/09/21
34895	04/01/21	GAUTHIER TRUCKING, INC.	rubbish Bike Path 1550795	210-43110.565 RUBBISH REMOVAL	64.59	33514	04/09/21
34895	04/01/21	GAUTHIER TRUCKING, INC.	MSP Trash Removal Mar 1551447	210-41943.026 Contractual Svcs - Maple	492.33	33514	04/09/21
20470	03/31/21	GLOBAL MONTELLO GROUP	March Fuel Vill 270560	210-41944.022 Gasoline - Fire Station	280.39	33515	04/09/21
20470	03/31/21	GLOBAL MONTELLO GROUP	March Fuel Vill 270560	210-43110.626 Vehicle Fuels	1955.13	33515	04/09/21
21240	04/06/21	HICKOK & BOARDMAN HRI	Advisory Agreement FY21Q3 20210429	210-41320.210 HEALTH INS & OTHER BENEFI	171.60	33520	04/09/21
21240	04/06/21	HICKOK & BOARDMAN HRI	Advisory Agreement FY21Q3 20210429	210-43110.210 HEALTH INS & OTHER BENEFI	137.28	33520	04/09/21
21240	04/06/21	HICKOK & BOARDMAN HRI	Advisory Agreement FY21Q3 20210429	210-43151.210 HEALTH INS & OTHER BENEFI	30.32	33520	04/09/21
21240	04/06/21	HICKOK & BOARDMAN HRI	Advisory Agreement FY21Q3 20210429	210-45551.210 HEALTH INS & OTHER BENEFI	343.00	33520	04/09/21
21240	04/06/21	HICKOK & BOARDMAN HRI	Advisory Agreement FY21Q3 20210429	210-41970.210 HEALTH INS & OTHER BENEFI	114.40	33520	04/09/21
21240	04/06/21	HICKOK & BOARDMAN HRI	Advisory Agreement FY21Q3 20210429	210-45110.210 HEALTH INS & OTHER BENEFI	228.80	33520	04/09/21
21240	04/06/21	HICKOK & BOARDMAN HRI	Advisory Agreement FY21Q3 20210429	210-45220.210 HEALTH INS & OTHER BENEFI	114.40	33520	04/09/21
33495	03/22/21	INGRAM LIBRARY SERVICES I	Adult Collection, Supplie 52026267	210-45551.640 ADULT COLLECTION-PRINT &	15.24	33522	04/09/21
33495	03/22/21	INGRAM LIBRARY SERVICES I	Adult Collection, Supplie 52026267	210-45551.610 SUPPLIES	0.45	33522	04/09/21
33495	03/22/21	INGRAM LIBRARY SERVICES I	Adult Collection, Supplie 52026268	210-45551.640 ADULT COLLECTION-PRINT &	15.24	33522	04/09/21
33495	03/22/21	INGRAM LIBRARY SERVICES I	Adult Collection, Supplie 52026268	210-45551.610 SUPPLIES	0.45	33522	04/09/21
37715	03/18/21	INTEGRITY COMMUNICATIONS	Phone Headset 39454	210-45110.535 TELEPHONE SERVICES	375.94	33523	04/09/21
11710	04/01/21	INVEST EAP	EAP 04/01/2021	210-42220.200 EMPLOYEE ASSISTANCE PROGR	216.00	33525	04/09/21
V10347	03/29/21	J.C. EHRLICH	PEST RODENT MAINTENANCE C 1979739	210-41942.020 R&M Bldg - 2 Lincoln St	105.00	33526	04/09/21
44275	04/02/21	MVP SELECT CARE INC.	Administrative Fee Invoic 202103A	210-41510.570 Other Purchased Services	105.00	33532	04/09/21
V9862	04/02/21	PERCY RENTALS, SALES & SE	lawn mower parts 37915	210-43110.432 R&M Services - Vehicles	386.86	33536	04/09/21

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
24855	04/07/21	PETTY CASH - CAITLIN FAY	040721D	210-45110.610 SUPPLIES	70.10	33538	04/09/21
24410	03/31/21	PRIORITY EXPRESS INC	80272114	210-45551.536 POSTAGE/DELIVERY	189.68	33540	04/09/21
37430	03/19/21	R R CHARLEBOIS INC	ID95350	210-43110.432 R&M Services - Vehicles	77.39	33541	04/09/21
37430	03/26/21	R R CHARLEBOIS INC	ID95570	210-43110.432 R&M Services - Vehicles	134.29	33541	04/09/21
37965	03/25/21	S D IRELAND CONCRETE	87860	210-43124.570 Sidewalk and Curb Mainten	249.00	33546	04/09/21
37965	04/05/21	S D IRELAND CONCRETE	87919	210-43124.570 Sidewalk and Curb Mainten	254.00	33546	04/09/21
26925	03/15/21	STAPLES CREDIT PLAN	2222800980	210-41942.022 R&M Bldg - Fire Station	41.84	33552	04/09/21
37680	02/28/21	TARRANT, GILLIES & RICHA	14794	210-41320.330 OTHER PROFESSIONAL SERVIC	60.00	33554	04/09/21
37680	03/31/21	TARRANT, GILLIES & RICHA	14895	210-41320.330 OTHER PROFESSIONAL SERVIC	240.00	33554	04/09/21
19720	04/01/21	VERIZON CONNECT NWF, INC.	OSV2403533	210-43110.442 EQUIPMENT RENTALS	113.33	33559	04/09/21
36130	03/18/21	VERIZON WIRELESS	9875739834	210-42220.535 TELEPHONE SERVICES	160.04	33560	04/09/21
36130	03/18/21	VERIZON WIRELESS	9875739834	210-41970.535 TELEPHONE SERVICES	40.01	33560	04/09/21
11935	03/31/21	VIKING-CIVES USA	4506110	210-43110.432 R&M Services - Vehicles	375.67	33562	04/09/21
22070	04/01/21	VILLAGE COPY & PRINT INC.	8349	210-41320.530 COMMUNICATIONS	3115.28	33563	04/09/21
23395	04/02/21	VILLAGE HARDWARE - WILLIS	512795	210-43110.610 SUPPLIES	34.17	33564	04/09/21
07565	03/25/21	W B MASON CO INC	218933584	210-45110.610 SUPPLIES	87.50	33571	04/09/21
07565	03/25/21	W B MASON CO INC	218937788	210-45110.610 SUPPLIES	53.94	33571	04/09/21
07565	03/25/21	W B MASON CO INC	218939988	210-45110.610 SUPPLIES	29.97	33571	04/09/21
07565	03/31/21	W B MASON CO INC	219068523	210-45220.610 SUPPLIES	1035.16	33571	04/09/21
07565	04/01/21	W B MASON CO INC	219106713	210-45220.610 SUPPLIES	137.94	33571	04/09/21
07565	04/02/21	W B MASON CO INC	219148321	210-45220.610 SUPPLIES	99.36	33571	04/09/21
26020	06/18/21	802 RESTROOMS	18117061821	226-45122.330 OTHER PROFESSIONAL SVCS	2700.00	33469	04/09/21
37985	03/27/21	A T & T MOBILITY	287301810321	226-45120.535 Telephone	1603.37	33471	04/09/21
19815	04/04/21	AMAZON CAPITAL SERVICES	11RFGN79MJFW	226-45120.610 SUPPLIES	46.08	33475	04/09/21
19815	03/29/21	AMAZON CAPITAL SERVICES	1YR91F1HPYQ	226-45120.610 SUPPLIES	103.34	33475	04/09/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25955	03/23/21	AT&T MOBILITY EJRP Cell Phones 28727992321	226-45120.535 Telephone	277.85	33476	04/09/21
25955	03/23/21	AT&T MOBILITY CELL PHONE SERVICE 878149869032	226-45115.330 OTHER PROFESSIONAL SVCS	43.22	33477	04/09/21
20470	03/31/21	GLOBAL MONTELLO GROUP March Fuel Vill 270560	226-45120.626 GAS, GREASE & OIL	105.82	33515	04/09/21
21240	04/06/21	HICKOK & BOARDMAN HRI Advisory Agreement FY21Q3 20210429	226-45120.210 HEALTH INS & OTHER BENEFIT	400.40	33520	04/09/21
21240	04/06/21	HICKOK & BOARDMAN HRI Advisory Agreement FY21Q3 20210429	226-45121.210 HEALTH INS & OTHER BENEFIT	228.80	33520	04/09/21
41950	02/11/21	OCCUPATIONAL HEALTH CENTE DOT Exam 1207040665	226-45120.330 OTHER PROFESSIONAL SVCS	123.00	33535	04/09/21
24855	04/07/21	PETTY CASH - CAITLIN FAY Petty Cash Reimbursement 040721D	226-45120.610 SUPPLIES	101.72	33538	04/09/21
24830	02/01/21	REINHART FOODSERVICE RK Snack CREDIT 020121D	226-45120.610 SUPPLIES	-159.69	33543	04/09/21
24830	03/30/21	REINHART FOODSERVICE RK Hiawatha Snack 454550	226-45120.610 SUPPLIES	69.12	33543	04/09/21
24830	03/30/21	REINHART FOODSERVICE RK Hiawatha Snack 456016	226-45120.610 SUPPLIES	18.99	33543	04/09/21
24830	04/06/21	REINHART FOODSERVICE RK Hiawatha Snack 457861	226-45120.610 SUPPLIES	85.35	33543	04/09/21
24830	04/05/21	REINHART FOODSERVICE RK MSP Snack 458770	226-45120.610 SUPPLIES	78.42	33543	04/09/21
24830	04/05/21	REINHART FOODSERVICE RK FMS Snack 458772	226-45120.610 SUPPLIES	65.72	33543	04/09/21
24830	04/05/21	REINHART FOODSERVICE RK Westford Snack 458899	226-45120.610 SUPPLIES	66.64	33543	04/09/21
24830	04/05/21	REINHART FOODSERVICE RK EES Snack 459078	226-45120.610 SUPPLIES	203.68	33543	04/09/21
24830	04/06/21	REINHART FOODSERVICE RK Summit Snack 459641	226-45120.610 SUPPLIES	21.92	33543	04/09/21
24830	04/06/21	REINHART FOODSERVICE RK Fleming Snack 459885	226-45120.610 SUPPLIES	185.93	33543	04/09/21
24830	03/02/21	REINHART FOODSERVICE RK Snack - CREDIT RCR517210005	226-45120.610 SUPPLIES	-185.42	33543	04/09/21
36240	04/05/21	DUBOIS & KING INC Crescent Connector 78	230-46801.008 CRESCENT CONNECTOR	14178.26	33498	04/09/21
V1248	02/26/21	KITCHEN WORLD, INC Front Desk Countertop 56863	233-46801.010 BUILDING & FACILITIES	2410.00	33528	04/09/21
V10199	04/05/21	SAMMEL SIGN COMPANY MSP Front Door Frosting 7371	233-46801.010 BUILDING & FACILITIES	345.00	33547	04/09/21
20470	03/31/21	GLOBAL MONTELLO GROUP March Fuel Vill 270560	254-43200.626 GAS,GREASE AND OIL	141.64	33515	04/09/21
21240	04/06/21	HICKOK & BOARDMAN HRI Advisory Agreement FY21Q3 20210429	254-43200.210 HEALTH INS & OTHER BENEFIT	143.00	33520	04/09/21
10110	03/16/21	MCGOVERN MECHANICAL CORP Residential water meter r 1627	254-43330.002 METER REPLACEMENT PROGRAM	525.00	33531	04/09/21
10110	03/31/21	MCGOVERN MECHANICAL CORP Residential water meter r 1636	254-43330.002 METER REPLACEMENT PROGRAM	300.00	33531	04/09/21

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
V10609	03/30/21	M2 Service by Volker 415082100294	255-43200.570 MAINTENANCE OTHER	5338.16	33468	04/09/21
V10609	04/06/21	Parts return credit 425082100019	255-43200.570 MAINTENANCE OTHER	-109.71	33468	04/09/21
42625	04/01/21	EQ Bypass 2/28-3/27/21 79796	255-43330.018 Energy Conservation Measu	260.58	33473	04/09/21
07465	04/01/21	shop supplies 832587	255-43200.570 MAINTENANCE OTHER	21.75	33481	04/09/21
18000	02/17/21	Backflow rebuild kits 1005387	255-43330.002 DIGESTER CLEANING	4157.25	33506	04/09/21
20470	03/31/21	March Fuel Vill 270560	255-43200.626 GAS,GREASE AND OIL	83.48	33515	04/09/21
24785	04/06/21	Dewatering Polymer Soleno 9859487176	255-43200.570 MAINTENANCE OTHER	231.91	33517	04/09/21
21240	04/06/21	Advisory Agreement FY21Q3 20210429	255-43200.210 HEALTH INS & OTHER BENEFIT	295.72	33520	04/09/21
23980	04/01/21	9V batteries 903201014618	255-43200.610 SUPPLIES	25.20	33524	04/09/21
V9454	04/08/21	uniforms Boutin 3346875	255-43200.612 UNIFORMS,BOOTS,ETC	354.95	33529	04/09/21
20040	04/01/21	Permit Zn and Tri Town Co 104	255-43200.330 OTHER PROFESSIONAL SERVIC	782.00	33542	04/09/21
V2124	03/27/21	label printer 3472963812	255-43200.610 SUPPLIES	114.99	33551	04/09/21
V2124	03/27/21	supplies 3472963815	255-43200.570 MAINTENANCE OTHER	20.77	33551	04/09/21
43260	03/24/21	stool chair 131724031	255-43200.610 SUPPLIES	332.85	33556	04/09/21
02970	03/29/21	lab supplies 555541	255-43200.618 SUPPLIES - LABORATORY	2092.34	33557	04/09/21
36130	03/18/21	Shared 3/19 to 4/18/21 9875739834	255-43200.535 TELEPHONE SERVICES	55.82	33560	04/09/21
23395	03/31/21	chlorine #3 suction line 512777	255-43200.570 MAINTENANCE OTHER	46.60	33564	04/09/21
23395	04/08/21	saw blades 551284	255-43200.570 MAINTENANCE OTHER	10.44	33564	04/09/21
07565	01/26/21	Lab water 217419157	255-43200.618 SUPPLIES - LABORATORY	107.03	33571	04/09/21
20470	03/31/21	March Fuel Vill 270560	256-43200.626 GAS,GREASE AND OIL	644.71	33515	04/09/21
21240	04/06/21	Advisory Agreement FY21Q3 20210429	256-43200.210 HEALTH INS & OTHER BENEFIT	137.28	33520	04/09/21
10110	03/16/21	Residential water meter r 1627	256-43330.002 METER REPLACEMENT PROGRAM	1050.00	33531	04/09/21
10110	03/31/21	Residential water meter r 1636	256-43330.002 METER REPLACEMENT PROGRAM	600.00	33531	04/09/21
36130	03/23/21	pump stations 9876221334	256-43200.434 PUMP STATION MAINTENANCE	149.66	33561	04/09/21
36130	03/23/21	pump stations 9876221334	256-43220.001 SUSIE WILSON PS COSTS	38.55	33561	04/09/21

04/09/21

Town of Essex / Village of EJ Accounts Payable

02:33 pm

Check Warrant Report # 17246 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 04/09/21 To 04/09/21 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
36130	03/23/21	VERIZON WIRELESS pump stations 9876221334	256-43220.002 WEST ST PS COSTS	38.55	33561	04/09/21
Report Total				58370.80		

...

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
19815	04/08/21	AMAZON CAPITAL SERVICES Office Supplies 1KPTMHHW4NPV	210-45110.610 SUPPLIES	79.90	33575	04/16/21
19815	04/12/21	AMAZON CAPITAL SERVICES Web Cams 1LYFKXQ4JNVH	210-45110.610 SUPPLIES	59.48	33575	04/16/21
19815	04/12/21	AMAZON CAPITAL SERVICES Office Supplies 1MTLWXWJC4C9	210-45110.610 SUPPLIES	27.98	33575	04/16/21
19815	04/07/21	AMAZON CAPITAL SERVICES Mic System 1THTPF3QN43N	210-45110.610 SUPPLIES	64.99	33575	04/16/21
42665	03/10/21	AMAZON/SYNCB EJRP Amazon March 0432266 0321	210-45110.610 SUPPLIES	71.40	33576	04/16/21
42665	04/10/21	AMAZON/SYNCB Y Coll, A Coll, Y Prog, A 069852 0421	210-45551.641 JUVEN COLLECTION-PRNT & E	507.43	33576	04/16/21
42665	04/10/21	AMAZON/SYNCB Y Coll, A Coll, Y Prog, A 069852 0421	210-45551.640 ADULT COLLECTION-PRINT &	309.87	33576	04/16/21
42665	04/10/21	AMAZON/SYNCB Y Coll, A Coll, Y Prog, A 069852 0421	210-45551.837 CHILDRENS PROGRAMS	217.36	33576	04/16/21
42665	04/10/21	AMAZON/SYNCB Y Coll, A Coll, Y Prog, A 069852 0421	210-45551.836 ADULT PROGRAMS	54.85	33576	04/16/21
42665	04/10/21	AMAZON/SYNCB Y Coll, A Coll, Y Prog, A 069852 0421	210-49345.000 LIBRARY DONATION EXPENDIT	198.95	33576	04/16/21
42665	04/10/21	AMAZON/SYNCB Y Coll, A Coll, Y Prog, A 069852 0421	210-45551.610 SUPPLIES	195.12	33576	04/16/21
42665	04/10/21	AMAZON/SYNCB Y Coll, A Coll, Y Prog, A 069852 0421	210-45551.340 COMPUTER EXPENSES	37.99	33576	04/16/21
00530	02/05/21	BRODART CO Adult Collection, Supplie B6083480	210-45551.640 ADULT COLLECTION-PRINT &	37.50	33579	04/16/21
00530	02/05/21	BRODART CO Adult Collection, Supplie B6083480	210-45551.610 SUPPLIES	1.60	33579	04/16/21
00530	02/05/21	BRODART CO Adult Collection, Supplie B6083567	210-45551.640 ADULT COLLECTION-PRINT &	22.95	33579	04/16/21
00530	02/05/21	BRODART CO Adult Collection, Supplie B6083567	210-45551.610 SUPPLIES	0.80	33579	04/16/21
00530	02/05/21	BRODART CO Adult Collection, Supplie B6083573	210-45551.640 ADULT COLLECTION-PRINT &	159.65	33579	04/16/21
00530	02/05/21	BRODART CO Adult Collection, Supplie B6083573	210-45551.610 SUPPLIES	8.00	33579	04/16/21
00530	02/24/21	BRODART CO Adult Collection, Supplie B6098021	210-45551.640 ADULT COLLECTION-PRINT &	15.12	33579	04/16/21
00530	02/24/21	BRODART CO Adult Collection, Supplie B6098021	210-45551.610 SUPPLIES	0.80	33579	04/16/21
00530	03/01/21	BRODART CO Adult collection, supplie B6101981	210-45551.640 ADULT COLLECTION-PRINT &	15.12	33579	04/16/21
00530	03/01/21	BRODART CO Adult collection, supplie B6101981	210-45551.610 SUPPLIES	0.80	33579	04/16/21
00530	03/22/21	BRODART CO Youth Collection, Supplie B6124008	210-45551.641 JUVEN COLLECTION-PRNT & E	233.16	33579	04/16/21
00530	03/22/21	BRODART CO Youth Collection, Supplie B6124008	210-45551.610 SUPPLIES	17.60	33579	04/16/21
00530	03/22/21	BRODART CO Youth Collection, Supplie B6124010	210-45551.641 JUVEN COLLECTION-PRNT & E	9.71	33579	04/16/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	03/22/21	Youth Collection, Supplie B6124010	210-45551.610 SUPPLIES	0.80	33579	04/16/21
00530	03/22/21	Youth Collection, Supplie B6124011	210-45551.641 JUVEN COLLECTION-PRNT & E	14.99	33579	04/16/21
00530	03/22/21	Youth Collection, Supplie B6124011	210-45551.610 SUPPLIES	0.80	33579	04/16/21
00530	03/22/21	Youth Collection, Supplie B6124025	210-45551.641 JUVEN COLLECTION-PRNT & E	28.46	33579	04/16/21
00530	03/22/21	Youth Collection, Supplie B6124025	210-45551.610 SUPPLIES	1.60	33579	04/16/21
00530	03/22/21	Youth Collection, Supplie B6124045	210-45551.641 JUVEN COLLECTION-PRNT & E	64.19	33579	04/16/21
00530	03/22/21	Youth Collection, Supplie B6124045	210-45551.610 SUPPLIES	7.20	33579	04/16/21
00530	03/22/21	Youth Collection, Supplie B6124054	210-45551.641 JUVEN COLLECTION-PRNT & E	10.25	33579	04/16/21
00530	03/22/21	Youth Collection, Supplie B6124054	210-45551.610 SUPPLIES	0.80	33579	04/16/21
00530	03/26/21	Youth Collection, Supplie B6130860	210-45551.641 JUVEN COLLECTION-PRNT & E	19.42	33579	04/16/21
00530	03/26/21	Youth Collection, Supplie B6130860	210-45551.610 SUPPLIES	1.60	33579	04/16/21
00530	03/26/21	Youth Collection, Supplie B6130905	210-45551.641 JUVEN COLLECTION-PRNT & E	16.18	33579	04/16/21
00530	03/26/21	Youth Collection, Supplie B6130905	210-45551.610 SUPPLIES	1.60	33579	04/16/21
00530	03/26/21	Youth Collection B6131019	210-45551.641 JUVEN COLLECTION-PRNT & E	199.34	33579	04/16/21
00530	03/26/21	Youth Collection B6131019	210-45551.610 SUPPLIES	13.60	33579	04/16/21
00530	03/26/21	Adult Collection, Supplie B6131038	210-45551.640 ADULT COLLECTION-PRINT &	49.80	33579	04/16/21
00530	03/26/21	Adult Collection, Supplie B6131038	210-45551.610 SUPPLIES	2.40	33579	04/16/21
00530	03/26/21	Adult Collection, Supplie B6131140	210-45551.640 ADULT COLLECTION-PRINT &	25.80	33579	04/16/21
00530	03/26/21	Adult Collection, Supplie B6131140	210-45551.610 SUPPLIES	0.80	33579	04/16/21
00530	03/26/21	Adult FASTips, Supplies B6131143	210-49345.000 LIBRARY DONATION EXPENDIT	15.12	33579	04/16/21
00530	03/26/21	Adult FASTips, Supplies B6131143	210-45551.610 SUPPLIES	0.80	33579	04/16/21
00530	03/26/21	Adult Collection B6131153	210-45551.640 ADULT COLLECTION-PRINT &	89.18	33579	04/16/21
00530	03/26/21	Youth Collection, Suplies B6131168	210-45551.641 JUVEN COLLECTION-PRNT & E	56.07	33579	04/16/21
00530	03/26/21	Youth Collection, Suplies B6131168	210-45551.610 SUPPLIES	3.20	33579	04/16/21
00530	04/05/21	Adult Fasttips, Supplies B6140208	210-49345.000 LIBRARY DONATION EXPENDIT	29.16	33579	04/16/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	04/05/21	BRODART CO Adult Fasttips, Supplies B6140208	210-45551.610 SUPPLIES	1.60	33579	04/16/21
16030	04/08/21	BROWN ELECTRIC light hit by car 35620	210-43115.610 Street Lights Supplies/Ma	277.48	33581	04/16/21
03000	04/05/21	CARGILL SALT EASTERN INC Salt 2906133843	210-43125.610 WINTER MAINTENANCE	4535.98	33582	04/16/21
V04609	04/01/21	CENTER POINT LARGE PRINT Adult Collection 1837991	210-45551.640 ADULT COLLECTION-PRINT &	93.48	33585	04/16/21
21120	04/01/21	CHAMPLAIN MEDICAL URGENT Physical 0004379200	210-42220.566 PHYSICAL EXAMS	345.00	33586	04/16/21
17895	03/31/21	CLEAN NEST MSP Cleaning March 9402	210-41943.026 Contractual Svcs - Maple	2275.00	33588	04/16/21
17895	04/14/21	CLEAN NEST Covid SLS Cleaning March 9403	210-41943.026 Contractual Svcs - Maple	2507.00	33588	04/16/21
04940	04/03/21	COMCAST Cable TV 0207722 0421	210-41945.022 Telephone - Fire Station	18.66	33590	04/16/21
V9941	03/15/21	COMMERCIAL CARD SVCS Buildings RM: pavilion ro 029022ALPINE	210-41942.021 R&M Bldg - Brownell	480.09	33591	04/16/21
V9941	03/10/21	COMMERCIAL CARD SVCS Paypal receipt paid with 031021D	210-41320.500 TRAINING, CONFERENCES, DU	25.00	33591	04/16/21
V9941	03/11/21	COMMERCIAL CARD SVCS OFFICE SUPPLIES 0321AMAZON	210-41320.610 SUPPLIES	52.72	33591	04/16/21
V9941	03/12/21	COMMERCIAL CARD SVCS Brownell Computer Expense 3067080TechS	210-45551.340 COMPUTER EXPENSES	208.00	33591	04/16/21
V9941	04/01/21	COMMERCIAL CARD SVCS Supplies D89LUNAROMA	210-45551.610 SUPPLIES	141.00	33591	04/16/21
V9941	03/11/21	COMMERCIAL CARD SVCS Message board sign SMT376680	210-45551.610 SUPPLIES	165.99	33591	04/16/21
17025	04/02/21	COONRADT AMY 3/16/21 Recording Secreta 0054	210-41320.530 COMMUNICATIONS	21.32	33592	04/16/21
35260	08/11/20	EAST COAST PRINTERS INC uniforms 07172033	210-42220.612 UNIFORMS,BOOTS,ETC	753.50	33593	04/16/21
35260	11/30/20	EAST COAST PRINTERS INC uniforms 11232014	210-42220.612 UNIFORMS,BOOTS,ETC	155.00	33593	04/16/21
23215	04/09/21	ESSEX EQUIPMENT INC Boom Lift Rental 107817510001	210-45220.442 EQUIPMENT RENTAL	905.53	33596	04/16/21
23215	04/13/21	ESSEX EQUIPMENT INC STAKES, GRADE 107829610001	210-43110.610 SUPPLIES	24.70	33596	04/16/21
21760	03/24/21	FIRST NATIONAL BANK OMAHA EPR Credit Card March 0492 0321	210-45110.530 COMMUNICATIONS	46.99	33601	04/16/21
21760	03/24/21	FIRST NATIONAL BANK OMAHA EPR Credit Card March 0492 0321	210-45110.530 COMMUNICATIONS	7.61	33601	04/16/21
21760	03/24/21	FIRST NATIONAL BANK OMAHA EPR Credit Card March 0492 0321	210-45110.530 COMMUNICATIONS	15.89	33601	04/16/21
21760	03/24/21	FIRST NATIONAL BANK OMAHA EPR Credit Card March 0492 0321	210-45110.500 TRAINING, CONF, DUES	5.11	33601	04/16/21
19005	04/01/21	FIRSTLIGHT FIBER Communications BL 8898743	210-41945.021 Telephone - Brownell	86.79	33603	04/16/21
19005	04/01/21	FIRSTLIGHT FIBER Communications BL 8898743	210-45551.530 TECHNOLOGY ACCESS	48.69	33603	04/16/21

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
19005	04/01/21	FIRSTLIGHT FIBER	MSP Internet April 8937869	210-41945.026 Telephone - Maple St Park	360.00	33604	04/16/21
V10545	03/31/21	KD ASSOCIATES, INC	TESTING AT 2 LINCOLN 00020643	210-41942.020 R&M Bldg - 2 Lincoln St	625.00	33616	04/16/21
17240	04/13/21	KOFAX, INC.	Readsoft Subscription 532945	210-41510.570 Other Purchased Services	413.23	33618	04/16/21
17240	04/13/21	KOFAX, INC.	Readsoft Subscription 532945	210-14301.000 PREPAID EXPENSES	2066.14	33618	04/16/21
14025	04/12/21	LINCOLN NATIONAL LIFE INS	Life Prem May 21 Vill 050121V	210-41320.210 HEALTH INS & OTHER BENEFIT	121.81	33622	04/16/21
14025	04/12/21	LINCOLN NATIONAL LIFE INS	Life Prem May 21 Vill 050121V	210-41510.210 Group Insurance	40.61	33622	04/16/21
14025	04/12/21	LINCOLN NATIONAL LIFE INS	Life Prem May 21 Vill 050121V	210-43110.210 HEALTH INS & OTHER BENEFIT	133.86	33622	04/16/21
14025	04/12/21	LINCOLN NATIONAL LIFE INS	Life Prem May 21 Vill 050121V	210-43151.210 HEALTH INS & OTHER BENEFIT	21.64	33622	04/16/21
14025	04/12/21	LINCOLN NATIONAL LIFE INS	Life Prem May 21 Vill 050121V	210-45551.210 HEALTH INS & OTHER BENEFIT	243.60	33622	04/16/21
14025	04/12/21	LINCOLN NATIONAL LIFE INS	Life Prem May 21 Vill 050121V	210-41970.210 HEALTH INS & OTHER BENEFIT	81.20	33622	04/16/21
14025	04/12/21	LINCOLN NATIONAL LIFE INS	Life Prem May 21 Vill 050121V	210-45110.210 HEALTH INS & OTHER BENEFIT	162.40	33622	04/16/21
14025	04/12/21	LINCOLN NATIONAL LIFE INS	Life Prem May 21 Vill 050121V	210-45220.210 HEALTH INS & OTHER BENEFIT	78.73	33622	04/16/21
25625	04/02/21	LOWE'S - 1080	EJRP Maint Supplies 4191080 0421	210-45220.610 SUPPLIES	337.83	33623	04/16/21
V10130	03/02/21	LOWE'S BUSINESS ACCOUNT	supplies A 23491	210-43110.610 SUPPLIES	224.96	33624	04/16/21
V10130	03/08/21	LOWE'S BUSINESS ACCOUNT	supplies B 02641	210-43110.610 SUPPLIES	11.97	33624	04/16/21
V10130	03/23/21	LOWE'S BUSINESS ACCOUNT	trash pickers C02495	210-43110.610 SUPPLIES	54.09	33624	04/16/21
V10130	03/26/21	LOWE'S BUSINESS ACCOUNT	SOFTSOAP ANTIBAC E 02229	210-43110.610 SUPPLIES	8.64	33624	04/16/21
V10130	03/26/21	LOWE'S BUSINESS ACCOUNT	34 brickyard board up doo F 02373	210-43110.610 SUPPLIES	83.99	33624	04/16/21
V10130	04/01/21	LOWE'S BUSINESS ACCOUNT	MAILBOX POST G 02944	210-43125.610 WINTER MAINTENANCE	113.94	33624	04/16/21
V10462	04/01/21	MONAGHAN SAFAR DUCHAM PL	March Legal MARCH2021	210-15102.000 EXCHANGE - ENGI/LEGAL	52.50	33627	04/16/21
V10462	04/01/21	MONAGHAN SAFAR DUCHAM PL	March Legal MARCH2021	210-41320.320 LEGAL SERVICES	262.50	33627	04/16/21
V10462	04/01/21	MONAGHAN SAFAR DUCHAM PL	March Legal MARCH2021	210-41320.320 LEGAL SERVICES	840.00	33627	04/16/21
V10462	04/01/21	MONAGHAN SAFAR DUCHAM PL	March Legal MARCH2021	210-41320.320 LEGAL SERVICES	180.00	33627	04/16/21
V10462	04/01/21	MONAGHAN SAFAR DUCHAM PL	March Legal MARCH2021	210-41320.320 LEGAL SERVICES	87.50	33627	04/16/21
V10462	04/01/21	MONAGHAN SAFAR DUCHAM PL	March Legal MARCH2021	210-41320.320 LEGAL SERVICES	5530.00	33627	04/16/21

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
27395	04/16/21	MVP HEALTH CARE INC 43118 Health Prem May 21 Vill 050121V	210-41320.210 HEALTH INS & OTHER BENEFIT	3926.34	33628	04/16/21
27395	04/16/21	MVP HEALTH CARE INC 43118 Health Prem May 21 Vill 050121V	210-43110.210 HEALTH INS & OTHER BENEFIT	5233.28	33628	04/16/21
27395	04/16/21	MVP HEALTH CARE INC 43118 Health Prem May 21 Vill 050121V	210-43151.210 HEALTH INS & OTHER BENEFIT	903.30	33628	04/16/21
27395	04/16/21	MVP HEALTH CARE INC 43118 Health Prem May 21 Vill 050121V	210-45551.210 HEALTH INS & OTHER BENEFIT	7176.86	33628	04/16/21
27395	04/16/21	MVP HEALTH CARE INC 43118 Health Prem May 21 Vill 050121V	210-41970.210 HEALTH INS & OTHER BENEFIT	1351.56	33628	04/16/21
27395	04/16/21	MVP HEALTH CARE INC 43118 Health Prem May 21 Vill 050121V	210-45110.210 HEALTH INS & OTHER BENEFIT	7595.84	33628	04/16/21
27395	04/16/21	MVP HEALTH CARE INC 43118 Health Prem May 21 Vill 050121V	210-45220.210 HEALTH INS & OTHER BENEFIT	2027.38	33628	04/16/21
05485	04/09/21	NATIONAL BUSINESS LEASING Copier leases 4/15-5/14/2 72083055	210-45551.442 Rental of Equipment	80.73	33629	04/16/21
05485	04/09/21	NATIONAL BUSINESS LEASING Copier leases 4/15-5/14/2 72083055	210-45551.442 Rental of Equipment	80.74	33629	04/16/21
05485	04/09/21	NATIONAL BUSINESS LEASING Copier leases 4/15-5/14/2 72083055	210-43110.442 EQUIPMENT RENTALS	72.59	33629	04/16/21
05485	04/09/21	NATIONAL BUSINESS LEASING Copier leases 4/15-5/14/2 72083055	210-41320.442 LEASED SERVICES	138.97	33629	04/16/21
43435	01/19/21	NORTRAX (PARTS) vehicle supplies 2061516	210-43110.432 R&M Services - Vehicles	729.00	33633	04/16/21
24100	04/06/21	PERMA-LINE CORP OF NEW EN TRAFFIC SIGNS 185723	210-43120.610 Summer Const - Supplies	121.90	33635	04/16/21
24350	02/23/21	QUESTICA LTD FY22 License INV106235	210-41510.570 Other Purchased Services	288.46	33639	04/16/21
24350	02/23/21	QUESTICA LTD FY22 License INV106235	210-14301.000 PREPAID EXPENSES	3173.01	33639	04/16/21
18010	04/05/21	REYNOLDS & SON, INC. Boots / Cones 3388334	210-42220.889 ROUTINE EQUIPMENT PURCHAS	87.56	33641	04/16/21
05280	04/08/21	S & D LANDSCAPES LLC Park St Snow Removal 210002	210-45220.330 OTHER PROFESSIONAL SVCS	82.10	33644	04/16/21
43320	04/08/21	SAMMEL SIGN CO Bike Park Signage 7374	210-45220.610 SUPPLIES	1355.00	33645	04/16/21
17505	04/09/21	SAND HILL SOLAR LLC Village Solar 227A	210-41947.026 Electricity - Maple St	2387.58	33646	04/16/21
17505	04/09/21	SAND HILL SOLAR LLC Village Solar 227A	210-41947.023 Electricity - Park St Sch	409.62	33646	04/16/21
17505	04/09/21	SAND HILL SOLAR LLC Village Solar 227A	210-41947.021 Electricity - Brownell	817.63	33646	04/16/21
17505	04/09/21	SAND HILL SOLAR LLC Village Solar 227A	210-41947.022 Electricity - Fire Statio	475.90	33646	04/16/21
17505	04/09/21	SAND HILL SOLAR LLC Village Solar 227A	210-41947.020 Electricity - 2 Lincoln S	475.90	33646	04/16/21
17505	04/09/21	SAND HILL SOLAR LLC Village Solar 227A	210-43115.622 Electricity - St/Traffic	921.99	33646	04/16/21
17505	04/09/21	SAND HILL SOLAR LLC Village Solar 227A	210-43110.622 ELECTRICAL SERVICE	260.71	33646	04/16/21

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
42565	04/07/21	SEVEN DAYS Employment Ads 210512	210-45110.550 PRINTING & ADVERTISING	245.00	33649	04/16/21
22070	02/05/21	VILLAGE COPY & PRINT INC. Village postcard mailer 8302	210-41320.820 ELECTIONS	1436.34	33657	04/16/21
22070	04/01/21	VILLAGE COPY & PRINT INC. Village annual reports 8348	210-41320.530 COMMUNICATIONS	854.00	33657	04/16/21
23395	04/12/21	VILLAGE HARDWARE - WILLIS grass seed and straw 200247A	210-43120.610 Summer Const - Supplies	144.35	33658	04/16/21
21355	04/08/21	VT CPR & AED CPR 04082021	210-42220.500 TRAINING, CONFERENCES, DU	810.00	33659	04/16/21
07565	04/07/21	W B MASON CO INC Safety Glasses 219250791	210-45220.610 SUPPLIES	22.99	33664	04/16/21
07565	04/07/21	W B MASON CO INC Office Supplies 219258423	210-45110.610 SUPPLIES	37.47	33664	04/16/21
23000	03/19/21	WHITCOMB STONE ASPHALT 00713734	210-43120.610 Summer Const - Supplies	739.21	33667	04/16/21
21760	03/24/21	FIRST NATIONAL BANK OMAHA EPR Credit Card March 0492 0321	225-45122.330 OTHER PROF SERVICES	42.34	33601	04/16/21
05485	04/09/21	NATIONAL BUSINESS LEASING Copier leases 4/15-5/14/2 72083055	225-45122.442 Rental of Equipment	94.15	33629	04/16/21
19815	04/09/21	AMAZON CAPITAL SERVICES RK Westford Supplies 1KPTMHWN9Q3	226-45120.610 SUPPLIES	4.97	33575	04/16/21
19815	04/06/21	AMAZON CAPITAL SERVICES RK Founders Supplies 1MT4GN9VKCW1	226-45120.610 SUPPLIES	143.48	33575	04/16/21
42665	03/10/21	AMAZON/SYNCB EJRP Amazon March 0432266 0321	226-45121.610 SUPPLIES	167.99	33576	04/16/21
42665	03/10/21	AMAZON/SYNCB EJRP Amazon March 0432266 0321	226-45120.610 SUPPLIES	190.41	33576	04/16/21
19285	04/09/21	ESSEX JUNCTION LITTLE LEA EJLL Registration Fees 040921D	226-34779.115 Youth Prog - RP	10255.00	33597	04/16/21
21760	03/24/21	FIRST NATIONAL BANK OMAHA EPR Credit Card March 0492 0321	226-45120.610 SUPPLIES	36.35	33601	04/16/21
21760	03/24/21	FIRST NATIONAL BANK OMAHA EPR Credit Card March 0492 0321	226-45120.610 SUPPLIES	131.72	33601	04/16/21
38460	04/06/21	L D OLIVER SEED CO INC West St Garden Cover Crop 21198	226-45115.610 SUPPLIES	34.45	33619	04/16/21
14025	04/12/21	LINCOLN NATIONAL LIFE INS Life Prem May 21 Vill 050121V	226-45120.210 HEALTH INS & OTHER BENEFI	278.12	33622	04/16/21
14025	04/12/21	LINCOLN NATIONAL LIFE INS Life Prem May 21 Vill 050121V	226-45121.210 HEALTH INS & OTHER BENEFI	157.27	33622	04/16/21
27395	04/16/21	MVP HEALTH CARE INC 43118 Health Prem May 21 Vill 050121V	226-45120.210 HEALTH INS & OTHER BENEFI	2689.44	33628	04/16/21
27395	04/16/21	MVP HEALTH CARE INC 43118 Health Prem May 21 Vill 050121V	226-45121.210 HEALTH INS & OTHER BENEFI	5149.48	33628	04/16/21
05485	04/09/21	NATIONAL BUSINESS LEASING Copier leases 4/15-5/14/2 72083055	226-45110.442 Equipment Rentals	177.89	33629	04/16/21
24855	04/15/21	PETTY CASH - CAITLIN FAY EJRP Petty Cash 4/15 041521D	226-45115.330 OTHER PROFESSIONAL SVCS	50.00	33636	04/16/21
24855	04/15/21	PETTY CASH - CAITLIN FAY EJRP Petty Cash 4/15 041521D	226-45120.610 SUPPLIES	240.80	33636	04/16/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24830	04/13/21	REINHART FOODSERVICE RK Hiawatha Snack 460911	226-45120.610 SUPPLIES	16.82	33640	04/16/21
24830	04/12/21	REINHART FOODSERVICE RK Westford Snack 461483	226-45120.610 SUPPLIES	13.06	33640	04/16/21
24830	04/12/21	REINHART FOODSERVICE RK EES Snack 461812	226-45120.610 SUPPLIES	184.36	33640	04/16/21
24830	04/13/21	REINHART FOODSERVICE RK Summit Snack 461855	226-45120.610 SUPPLIES	48.51	33640	04/16/21
24830	04/12/21	REINHART FOODSERVICE RK FMS Snack 462040	226-45120.610 SUPPLIES	112.88	33640	04/16/21
24830	04/13/21	REINHART FOODSERVICE RK MSP Snack 462825	226-45120.610 SUPPLIES	43.32	33640	04/16/21
25605	03/31/21	SAWMILL STUDIO Woodworking Sets Enrichme 033121D	226-45120.330 OTHER PROFESSIONAL SVCS	750.00	33647	04/16/21
V10462	04/01/21	MONAGHAN SAFAR DUCHAM PL March Legal MARCH2021	230-46801.008 CRESCENT CONNECTOR	4734.50	33627	04/16/21
V10462	04/01/21	MONAGHAN SAFAR DUCHAM PL March Legal MARCH2021	230-46801.008 CRESCENT CONNECTOR	360.00	33627	04/16/21
V10462	04/01/21	MONAGHAN SAFAR DUCHAM PL March Legal MARCH2021	230-46801.023 Densmore Drive, non-FEMA	15.00	33627	04/16/21
05590	04/12/21	STONE ENVIRONMENTAL INC Phosphorus Control Plan, 14143	230-46801.725 CA0530 Phosphorus Control	5616.89	33652	04/16/21
21760	03/24/21	FIRST NATIONAL BANK OMAHA EPR Credit Card March 0492 0321	233-46801.010 BUILDING & FACILITIES	4207.00	33601	04/16/21
17240	04/13/21	KOFAX, INC. Readsoft Subscription 532945	254-43200.330 OTHER PROFESSIONAL SERVIC	21.75	33618	04/16/21
17240	04/13/21	KOFAX, INC. Readsoft Subscription 532945	254-14301.000 PREPAID EXPENSES	108.74	33618	04/16/21
14025	04/12/21	LINCOLN NATIONAL LIFE INS Life Prem May 21 Vill 050121V	254-43200.210 HEALTH INS & OTHER BENEFI	100.93	33622	04/16/21
27395	04/16/21	MVP HEALTH CARE INC 43118 Health Prem May 21 Vill 050121V	254-43200.210 HEALTH INS & OTHER BENEFI	4692.66	33628	04/16/21
24350	02/23/21	QUESTICA LTD FY22 License INV106235	254-43200.340 COMPUTER EXPENSES	68.68	33639	04/16/21
24350	02/23/21	QUESTICA LTD FY22 License INV106235	254-14301.000 PREPAID EXPENSES	755.52	33639	04/16/21
05290	04/15/21	ADVANCE AUTO PARTS Service Truck 552110537339	255-43200.432 VEHICLE MAINTENANCE	76.21	33573	04/16/21
11375	04/01/21	CASELLA WASTE MANAGEMENT April Services WWTP 3149432	255-43200.565 GRIT DISPOSAL	1025.83	33583	04/16/21
23455	03/29/21	CHITTENDEN SOLID WASTE DI 61.56 WT Tons of biosolid 20212ESS	255-43200.568 SLUDGE MANAGEMENT	5408.66	33587	04/16/21
35260	10/19/20	EAST COAST PRINTERS INC uniforms 10142011	255-43200.570 MAINTENANCE OTHER	35.00	33593	04/16/21
V10734	03/18/21	ENCORE ESSEX JUNCTION SOL Fixed Monthly Payment (2/ 2103WWTP	255-43200.622 ELECTRICAL SERVICE	2969.11	33594	04/16/21
06870	04/08/21	ENDYNE INC Essex p sta CU, Zn Testin 367138	255-43200.577 CONTRACT LABORATORY SERVI	160.00	33595	04/16/21
38955	04/07/21	F W WEBB COMPANY Polymer Pump solenoid val 71105395	255-43200.570 MAINTENANCE OTHER	140.83	33599	04/16/21

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
19005	FIRSTLIGHT FIBER	04/01/21	March communications ww 8898654	255-43200.535 TELEPHONE SERVICES	237.75	33602	04/16/21
17240	KOFAX, INC.	04/13/21	Readsoft Subscription 532945	255-43200.330 OTHER PROFESSIONAL SERVIC	54.37	33618	04/16/21
17240	KOFAX, INC.	04/13/21	Readsoft Subscription 532945	255-14301.000 PREPAID EXPENSES	271.86	33618	04/16/21
27475	LIBERTY PROCESS EQUIPMENT	04/01/21	polymer system stator 0087000IN	255-44600.000 LOSS ON DISPOSITION OF FA	458.64	33621	04/16/21
14025	LINCOLN NATIONAL LIFE INS	04/12/21	Life Prem May 21 Vill 050121V	255-43200.210 HEALTH INS & OTHER BENEFI	209.19	33622	04/16/21
V10130	LOWE'S BUSINESS ACCOUNT	03/25/21	support blocks D 02009	255-43330.022 Pump Station Odor Control	15.60	33624	04/16/21
27395	MVP HEALTH CARE INC 43118	04/16/21	Health Prem May 21 Vill 050121V	255-43200.210 HEALTH INS & OTHER BENEFI	7848.23	33628	04/16/21
05485	NATIONAL BUSINESS LEASING	04/09/21	Copier leases 4/15-5/14/2 72083055	255-43200.442 Rental of Equipment	80.74	33629	04/16/21
12775	PRATT & SMITH ELECTRICAL	03/31/21	Failed WAS flow meter fin 8915	255-43200.570 MAINTENANCE OTHER	760.80	33637	04/16/21
12775	PRATT & SMITH ELECTRICAL	03/31/21	Dewatering VFD and servic 8917	255-43200.570 MAINTENANCE OTHER	606.50	33637	04/16/21
24350	QUESTICA LTD	02/23/21	FY22 License INV106235	255-43200.330 OTHER PROFESSIONAL SERVIC	117.55	33639	04/16/21
24350	QUESTICA LTD	02/23/21	FY22 License INV106235	255-14301.000 PREPAID EXPENSES	1293.00	33639	04/16/21
V2124	STAPLES ADVANTAGE	04/10/21	Order for Village FD 3474357162	255-43200.610 SUPPLIES	414.99	33651	04/16/21
V2159	SURPASS CHEMICAL CO INC	04/09/21	4134 Gal Sodium Hypochlor 355680	255-43200.619 CHEMICALS	3815.68	33653	04/16/21
V10663	THERRIEN'S BOILER & MECHA	04/08/21	Major boiler service 12680	255-43200.570 MAINTENANCE OTHER	1124.80	33654	04/16/21
02970	USA BLUE BOOK INC	04/01/21	lab supplies 560898	255-43200.618 SUPPLIES - LABORATORY	134.30	33656	04/16/21
17765	WAITE-HEINDEL ENVIRONMENT	04/07/21	PFAS Biosolids GW Investi 4531	255-43200.330 OTHER PROFESSIONAL SERVIC	1175.00	33666	04/16/21
17240	KOFAX, INC.	04/13/21	Readsoft Subscription 532945	256-43200.330 OTHER PROFESSIONAL SERVIC	21.75	33618	04/16/21
17240	KOFAX, INC.	04/13/21	Readsoft Subscription 532945	256-14301.000 PREPAID EXPENSES	108.74	33618	04/16/21
14025	LINCOLN NATIONAL LIFE INS	04/12/21	Life Prem May 21 Vill 050121V	256-43200.210 HEALTH INS & OTHER BENEFI	95.16	33622	04/16/21
27395	MVP HEALTH CARE INC 43118	04/16/21	Health Prem May 21 Vill 050121V	256-43200.210 HEALTH INS & OTHER BENEFI	3353.31	33628	04/16/21
24350	QUESTICA LTD	02/23/21	FY22 License INV106235	256-43200.340 COMPUTER EXPENSES	40.43	33639	04/16/21
24350	QUESTICA LTD	02/23/21	FY22 License INV106235	256-14301.000 PREPAID EXPENSES	444.71	33639	04/16/21
17505	SAND HILL SOLAR LLC	04/09/21	Village Solar 227A	256-43220.002 WEST ST PS COSTS	600.18	33646	04/16/21
17505	SAND HILL SOLAR LLC	04/09/21	Village Solar 227A	256-43220.001 SUSIE WILSON PS COSTS	440.90	33646	04/16/21

04/16/21

Town of Essex / Village of EJ Accounts Payable

04:45 pm

Check Warrant Report # 17247 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 04/16/21 To 04/16/21 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
17505 SAND HILL SOLAR LLC	04/09/21	Village Solar 227A	256-43200.622 ELECTRICAL SERVICE	154.90	33646	04/16/21
Report Total				----- 148188.07 =====		

...



[FAQ](#) [For Seniors](#) [Schools](#) [Links](#) [Contact](#) [Calendar](#)

Connect with the Trustees

≡ Site Menu

## Essex Junction Open Burning Ordinance

*Tuesday, April 13, 2021*

With warmer temps, residents may be starting some yard cleanup and outdoor activities. The Essex Junction Fire Department is reminding you of the Open Burning Ordinance for the Village and that the fire danger is currently moderate with abnormally dry conditions.



Burning brush, leaves, trash or debris is not allowed in the Village of Essex Junction. Cooking or outdoor fireplaces are allowed with proper fuels to include charcoal, firewood, liquid propane (LP) or natural gas. In no circumstance shall an otherwise permissible fire be allowed that creates, in the discretion of the Village or its designate, a public nuisance. Fires must be attended at all times with an extinguishment resource within twenty (20) feet of the fire. Fires must be ten (10) feet away from a structure and must be built where they will not escape. A person starting a fire is responsible for preventing its escape. This prohibition shall not include training exercises by the Essex Junction Fire Department. The Village Trustees, with the concurrence of the Essex Junction Fire Chief, may approve a burn permit for a community event provided that the Essex Junction Fire Department is present.

### **Chapter 13 13-2 SECTION 1303.**

**PENALTIES:** a. An Issuing Municipal Official is authorized to recover civil penalties in the following amounts for each violation of Section 1302 or waive if appropriate:

First offense - \$0 (warning)

Second offense - \$250

Third offense - \$500

Fourth and subsequent offenses - \$750

On Wed, Apr 14, 2021 at 7:18 AM Susan McCormack <[suea.mccormack@gmail.com](mailto:suea.mccormack@gmail.com)> wrote:  
Good morning everyone! While I am disappointed the merger didn't pass, I am also excited about the future of our village. I know that people want a fast timetrack in order to put a charter change on the ballot in November. I am on board with that. We have good momentum to build on and don't want to lose this.

Even so, the village MUST prioritize a meaningful conversation with residents that leads to the articulation of a shared vision and set of shared values that can serve as a North Star for the separation proposal(s). As we have seen time and time again, there are powerful forces at play in our community that will continue to do everything possible to undermine these efforts and maintain the status quo.

An inclusive engagement process that results in a rock solid set of shared values will unify our community and help lessen the impact of those who are probably already organizing ways to disrupt the village's work to build unity and commitment towards separation. We have missed the mark on this before and this time we need to get it right!

We don't have to reinvent the wheel here. Some of the approaches we used during the Heart & Soul of Essex worked well and we can deploy a few of these again. Please don't skimp on this part!!! We will regret it.

Thanks to everyone for your work and care and commitment to our community. Let me know how I can be helpful. Best, Sue

--

Susan McCormack  
she/her

[www.creativediscourse.org](http://www.creativediscourse.org)  
[suea.mccormack@gmail.com](mailto:suea.mccormack@gmail.com)  
802.878.0214

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-31101.000 PROPERTY TAXES-CURRENT	3,670,039.00	1,852,665.85	1,817,373.15	50.48%	0.00
210-33546.000 STATE FOR VT PILOT & CURR	4,500.00	0.00	4,500.00	0.00%	0.00
210-33582.000 ESSEX TOWN CONTRIB. TO LI	15,000.00	11,250.00	3,750.00	75.00%	3,750.00
210-33582.001 TOWN STORMWATER PAYMENT	71,851.00	53,888.25	17,962.75	75.00%	17,962.75
210-33582.002 TOWN STREET DEPT PAYMENT	1,192,960.00	893,970.00	298,990.00	74.94%	297,990.00
210-33582.003 Town Recreation Contribut	12,000.00	9,000.00	3,000.00	75.00%	3,000.00
210-33582.004 Town Clerk Payment	50,000.00	37,500.00	12,500.00	75.00%	12,500.00
210-33582.005 Town contribution other	0.00	1,533.50	-1,533.50	100.00%	306.70
210-34130.000 LICENSE AND ZONING FEE	25,000.00	24,125.00	875.00	96.50%	1,565.00
210-34131.000 WHITCOMB FARM SOLAR PILOT	6,700.00	6,772.07	-72.07	101.08%	6,772.07
210-34221.000 MISCELLANEOUS FIRE RECEIP	20.00	50.00	-30.00	250.00%	0.00
210-35130.000 STATE DISTRICT COURT FINE	1,000.00	3,160.50	-2,160.50	316.05%	308.00
210-36102.000 INTEREST EARNINGS	2,500.00	2,462.64	37.36	98.51%	0.00
210-36201.000 PARKING SPACE FEES	2,400.00	2,000.00	400.00	83.33%	0.00
210-36202.000 LINCOLN HALL RENTALS	0.00	900.00	-900.00	100.00%	0.00
210-36400.000 BLOCK PARTY CONTRIBUTIONS	500.00	0.00	500.00	0.00%	0.00
210-36603.000 MISC. - UNCLASSIFIED RECE	2,000.00	196.67	1,803.33	9.83%	2.20
210-36605.000 MISCELLANEOUS STREET RECE	4,000.00	2,327.00	1,673.00	58.18%	0.00
210-36606.000 MISCELLANEOUS LIBRARY REC	500.00	0.00	500.00	0.00%	0.00
210-36606.010 REC & PARK NON-RES FEES	20,000.00	2,595.04	17,404.96	12.98%	160.00
210-39154.000 SERVICE FEE - WATER	114,674.00	86,005.50	28,668.50	75.00%	28,668.50
210-39155.000 SERVICE FEE - WWTP	57,337.00	43,002.75	14,334.25	75.00%	14,334.25
210-39156.000 SERVICE FEE - SANITATION	114,674.00	86,005.50	28,668.50	75.00%	28,668.50
<b>210-395 UNBUDGETED REVENUE</b>					
210-39508.000 DONATIONS TO LIBRARY	0.00	6,301.00	-6,301.00	100.00%	3.00
210-39508.001 BROWNELL LIBRARY GRANTS	0.00	200.00	-200.00	100.00%	0.00
210-39510.000 MISC GRANTS	0.00	105,218.24	-105,218.24	100.00%	0.00
210-39590.001 ADULT REPLACEMENT RECEIPT	0.00	668.00	-668.00	100.00%	191.00
210-39590.002 JUVENILE REPLACEMENT RECE	0.00	446.00	-446.00	100.00%	178.00
<b>Total UNBUDGETED REVENUE</b>	<b>0.00</b>	<b>112,833.24</b>	<b>-112,833.24</b>	<b>100.00%</b>	<b>372.00</b>
<b>Total Revenues</b>	<b>5,367,655.00</b>	<b>3,232,243.51</b>	<b>2,135,411.49</b>	<b>60.22%</b>	<b>416,359.97</b>
<b>210-41 GENERAL GOVERNMENT</b>					
<b>210-413 GENERAL EXPENSES</b>					
<b>210-41320 ADMINISTRATION</b>					
<b>210-41320.1 ADMIN SALARIES</b>					
210-41320.110 SALARIES REGULAR	180,929.00	125,960.27	54,968.73	69.62%	13,866.12
210-41320.130 SALARIES OVERTIME	0.00	2,660.64	-2,660.64	100.00%	548.26
210-41320.140 SALARIES PART TIME	4,798.00	0.00	4,798.00	0.00%	0.00
210-41320.150 MANAGER CONTRACT	67,500.00	50,625.00	16,875.00	75.00%	5,625.00
210-41320.152 SHARED EMPLOYEE EXPENSE	24,633.00	18,474.75	6,158.25	75.00%	2,052.75
<b>Total ADMIN SALARIES</b>	<b>277,860.00</b>	<b>197,720.66</b>	<b>80,139.34</b>	<b>71.16%</b>	<b>22,092.13</b>
<b>210-41320.2 ADMIN BENEFITS</b>					
210-41320.210 HEALTH INS & OTHER BENEFIT	94,089.00	44,324.69	49,764.31	47.11%	4,448.88
210-41320.220 SOCIAL SECURITY	14,399.00	10,082.68	4,316.32	70.02%	1,148.22

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-41320.230 RETIREMENT	20,022.00	13,783.63	6,238.37	68.84%	1,539.20
<b>Total ADMIN BENEFITS</b>	<b>128,510.00</b>	<b>68,191.00</b>	<b>60,319.00</b>	<b>53.06%</b>	<b>7,136.30</b>
210-41320.310 BOARD MEMBER FEES	2,500.00	1,875.00	625.00	75.00%	625.00
210-41320.320 LEGAL SERVICES	22,000.00	11,574.80	10,425.20	52.61%	3,080.00
210-41320.330 OTHER PROFESSIONAL SERVIC	1,000.00	6,148.19	-5,148.19	614.82%	0.00
210-41320.340 COMPUTER EXPENSES	3,824.00	3,007.84	816.16	78.66%	0.00
210-41320.442 LEASED SERVICES	4,203.00	1,879.28	2,323.72	44.71%	256.97
210-41320.500 TRAINING, CONFERENCES, DU	6,000.00	985.00	5,015.00	16.42%	0.00
210-41320.530 COMMUNICATIONS	22,500.00	19,368.54	3,131.46	86.08%	749.20
210-41320.536 POSTAGE	500.00	828.97	-328.97	165.79%	442.90
210-41320.550 PRINTING AND ADVERTISING	3,000.00	2,050.42	949.58	68.35%	568.36
210-41320.560 TRUSTEES EXPENDITURES	5,500.00	7.42	5,492.58	0.13%	0.00
210-41320.571 PAY & CLASSIFICATION STUD	200.00	0.00	200.00	0.00%	0.00
210-41320.580 TRAVEL	300.00	0.00	300.00	0.00%	0.00
210-41320.600 Emergency Prep. Supplies	0.00	52,572.31	-52,572.31	100.00%	0.00
210-41320.610 SUPPLIES	5,000.00	835.08	4,164.92	16.70%	0.00
210-41320.820 ELECTIONS	1,500.00	8,533.49	-7,033.49	568.90%	1,063.50
210-41320.835 HOLIDAY EXPENSE	2,600.00	0.00	2,600.00	0.00%	0.00
<b>Total ADMINISTRATION</b>	<b>486,997.00</b>	<b>375,578.00</b>	<b>111,419.00</b>	<b>77.12%</b>	<b>36,014.36</b>
<b>210-41335 ECONOMIC DEVELOPMENT</b>					
<b>210-41335.1 ECON DEV SALARIES</b>					
<b>Total ECON DEV SALARIES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>210-41335.2 ECON DEV BENEFITS</b>					
<b>Total ECON DEV BENEFITS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
210-41335.810 COMMUNITY EVENTS & PROGRA	10,000.00	519.00	9,481.00	5.19%	0.00
210-41335.811 ANNUAL SUPPORT OF ORGNIZA	9,500.00	7,421.50	2,078.50	78.12%	0.00
210-41335.812 NEW PROGRAMS	2,500.00	5,869.32	-3,369.32	234.77%	250.00
210-41335.813 MATCHING GRANT FUNDS	20,000.00	658.18	19,341.82	3.29%	0.00
210-41335.835 BLOCK PARTY EXPENSE	7,500.00	0.00	7,500.00	0.00%	0.00
<b>Total ECONOMIC DEVELOPMENT</b>	<b>49,500.00</b>	<b>14,468.00</b>	<b>35,032.00</b>	<b>29.23%</b>	<b>250.00</b>
<b>Total GENERAL EXPENSES</b>	<b>536,497.00</b>	<b>390,046.00</b>	<b>146,451.00</b>	<b>72.70%</b>	<b>36,264.36</b>
<b>210-41510 Finance</b>					
210-41510.110 Salaries - Regular	56,246.00	42,419.53	13,826.47	75.42%	4,284.80
210-41510.130 Salaries - Overtime	2,750.00	1,248.63	1,501.37	45.40%	441.88
210-41510.210 Group Insurance	6,365.00	4,673.70	1,691.30	73.43%	481.93
210-41510.220 Social Security	4,513.00	3,612.60	900.40	80.05%	390.17
210-41510.226 Workers Comp Insurance	16,500.00	12,516.67	3,983.33	75.86%	0.00
210-41510.230 Retirement	5,625.00	4,027.71	1,597.29	71.60%	428.48
210-41510.250 Unemployment Insurance	1,520.00	4,400.67	-2,880.67	289.52%	1,281.38

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-41510.335 Audit	7,500.00	7,680.75	-180.75	102.41%	912.00
210-41510.521 Liability & Property Ins	63,000.00	65,002.54	-2,002.54	103.18%	0.00
210-41510.522 Public Officials Liabilit	12,000.00	11,058.26	941.74	92.15%	0.00
210-41510.560 Dues/Subscriptions/Meetin	250.00	0.00	250.00	0.00%	0.00
210-41510.570 Other Purchased Services	4,895.00	3,848.49	1,046.51	78.62%	187.50
210-41510.580 Travel	100.00	0.00	100.00	0.00%	0.00
210-41510.610 General Supplies	150.00	453.00	-303.00	302.00%	0.00
<b>Total Finance</b>	<b>181,414.00</b>	<b>160,942.55</b>	<b>20,471.45</b>	<b>88.72%</b>	<b>8,408.14</b>
<b>210-4194 Buildings</b>					
<b>210-41940 LINCOLN HALL</b>					
<b>Total LINCOLN HALL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>210-41941 Water &amp; Sewer</b>					
210-41941.020 W/S - 2 Lincoln St	1,000.00	429.04	570.96	42.90%	51.48
210-41941.021 W/S - Brownell	900.00	485.10	414.90	53.90%	194.77
210-41941.022 W/S - Fire Station	500.00	385.30	114.70	77.06%	146.82
210-41941.023 W/S - Park St School	650.00	829.37	-179.37	127.60%	297.05
210-41941.026 W/S - Maple St Park	5,200.00	5,799.07	-599.07	111.52%	1,424.33
<b>Total Water &amp; Sewer</b>	<b>8,250.00</b>	<b>7,927.88</b>	<b>322.12</b>	<b>96.10%</b>	<b>2,114.45</b>
<b>210-41942 R&amp;M Building</b>					
210-41942.020 R&M Bldg - 2 Lincoln St	11,800.00	10,206.56	1,593.44	86.50%	-845.10
210-41942.021 R&M Bldg - Brownell	28,625.00	22,139.14	6,485.86	77.34%	6,729.00
210-41942.022 R&M Bldg - Fire Station	12,000.00	6,078.06	5,921.94	50.65%	761.68
210-41942.023 R&M Bldg - Park St School	600.00	5,314.26	-4,714.26	885.71%	600.71
210-41942.026 R&M Bldg - Maple St Park	3,600.00	4,412.33	-812.33	122.56%	0.00
<b>Total R&amp;M Building</b>	<b>56,625.00</b>	<b>48,150.35</b>	<b>8,474.65</b>	<b>85.03%</b>	<b>7,246.29</b>
<b>210-41943 Contractual Svcs</b>					
210-41943.020 Contractual Svc - 2 Linco	9,000.00	7,548.26	1,451.74	83.87%	2,298.26
210-41943.021 Contractual Svcs - Browne	34,000.00	21,605.65	12,394.35	63.55%	0.00
210-41943.023 Contractual Svcs - Park S	0.00	905.69	-905.69	100.00%	0.00
210-41943.026 Contractual Svcs - Maple	21,840.00	30,552.18	-8,712.18	139.89%	9,673.33
<b>Total Contractual Svcs</b>	<b>64,840.00</b>	<b>60,611.78</b>	<b>4,228.22</b>	<b>93.48%</b>	<b>11,971.59</b>
<b>210-41944 Gasoline</b>					
210-41944.022 Gasoline - Fire Station	6,000.00	1,881.98	4,118.02	31.37%	978.45
210-41944.026 Gasoline - Maple St Park	3,101.00	616.85	2,484.15	19.89%	48.47
<b>Total Gasoline</b>	<b>9,101.00</b>	<b>2,498.83</b>	<b>6,602.17</b>	<b>27.46%</b>	<b>1,026.92</b>
<b>210-41945 Telephone</b>					
210-41945.020 Telephone - 2 Lincoln St	3,700.00	3,789.98	-89.98	102.43%	559.10
210-41945.021 Telephone - Brownell	1,500.00	674.50	825.50	44.97%	86.92

## GENERAL FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-41945.022 Telephone - Fire Station	2,115.00	1,922.55	192.45	90.90%	374.40
210-41945.023 Telephone - Park St Sch	2,550.00	2,503.08	46.92	98.16%	217.69
210-41945.026 Telephone - Maple St Park	5,350.00	7,932.71	-2,582.71	148.27%	720.00
<b>Total Telephone</b>	<b>15,215.00</b>	<b>16,822.82</b>	<b>-1,607.82</b>	<b>110.57%</b>	<b>1,958.11</b>
<b>210-41946 General Supplies</b>					
210-41946.020 Gen Supplies - 2 Lincoln	2,000.00	87.75	1,912.25	4.39%	2.00
210-41946.022 Gen Supplies - Fire Stati	2,000.00	151.28	1,848.72	7.56%	-800.12
<b>Total General Supplies</b>	<b>4,000.00</b>	<b>239.03</b>	<b>3,760.97</b>	<b>5.98%</b>	<b>-798.12</b>
<b>210-41947 Electricity</b>					
210-41947.020 Electricity - 2 Lincoln S	7,500.00	3,731.18	3,768.82	49.75%	531.76
210-41947.021 Electricity - Brownell	15,000.00	5,412.85	9,587.15	36.09%	713.17
210-41947.022 Electricity - Fire Statio	7,300.00	3,731.20	3,568.80	51.11%	-1,698.01
210-41947.023 Electricity - Park St Sch	4,000.00	3,066.48	933.52	76.66%	264.92
210-41947.026 Electricity - Maple St	30,500.00	20,221.89	10,278.11	66.30%	2,077.13
<b>Total Electricity</b>	<b>64,300.00</b>	<b>36,163.60</b>	<b>28,136.40</b>	<b>56.24%</b>	<b>1,888.97</b>
<b>210-41948 Natural Gas</b>					
210-41948.020 Natural Gas - 2 Lincoln	6,400.00	3,963.85	2,436.15	61.94%	973.74
210-41948.021 Natural Gas - Brownell	7,400.00	4,058.02	3,341.98	54.84%	1,241.21
210-41948.022 Natural Gas - Fire Statio	4,800.00	1,753.61	3,046.39	36.53%	873.41
210-41948.023 Natural Gas - Park St Sch	3,300.00	2,318.39	981.61	70.25%	580.15
210-41948.026 Natural Gas - Maple St	6,960.00	4,459.10	2,500.90	64.07%	1,301.53
<b>Total Natural Gas</b>	<b>28,860.00</b>	<b>16,552.97</b>	<b>12,307.03</b>	<b>57.36%</b>	<b>4,970.04</b>
<b>210-41949 Capital Outlay</b>					
210-41949.020 Capital Outlay - 2 Lincol	2,000.00	0.00	2,000.00	0.00%	0.00
<b>Total Capital Outlay</b>	<b>2,000.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total Buildings</b>	<b>253,191.00</b>	<b>188,967.26</b>	<b>64,223.74</b>	<b>74.63%</b>	<b>30,378.25</b>
<b>210-41970 COMMUNITY DEVELOPMENT</b>					
<b>210-41970.1 COM DEV SALARIES</b>					
210-41970.110 SALARIES REGULAR	157,800.00	115,297.00	42,503.00	73.07%	12,206.57
210-41970.130 SALARIES OVERTIME	0.00	108.71	-108.71	100.00%	0.00
<b>Total COM DEV SALARIES</b>	<b>157,800.00</b>	<b>115,405.71</b>	<b>42,394.29</b>	<b>73.13%</b>	<b>12,206.57</b>
<b>210-41970.2 COM DEV BENEFITS</b>					
210-41970.210 HEALTH INS & OTHER BENEFIT	24,636.00	15,568.42	9,067.58	63.19%	1,544.66
210-41970.220 SOCIAL SECURITY	12,072.00	9,195.56	2,876.44	76.17%	1,014.10
210-41970.230 RETIREMENT	15,780.00	11,413.60	4,366.40	72.33%	1,220.64
<b>Total COM DEV BENEFITS</b>	<b>52,488.00</b>	<b>36,177.58</b>	<b>16,310.42</b>	<b>68.93%</b>	<b>3,779.40</b>

## GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-41970.310 BOARD MEMBER FEES	3,600.00	2,700.00	900.00	75.00%	900.00
210-41970.320 LEGAL SERVICES	6,000.00	70.00	5,930.00	1.17%	0.00
210-41970.330 OTHER PROFESSIONAL SVCS	10,000.00	1,437.50	8,562.50	14.38%	422.75
210-41970.500 TRAINING,CONF,DUES	4,000.00	795.53	3,204.47	19.89%	0.00
210-41970.530 COMMUNICATIONS	2,000.00	106.60	1,893.40	5.33%	106.60
210-41970.535 TELEPHONE SERVICES	600.00	697.54	-97.54	116.26%	40.01
210-41970.536 POSTAGE	700.00	0.00	700.00	0.00%	0.00
210-41970.550 PRINTING AND ADVERTISING	2,500.00	117.52	2,382.48	4.70%	117.52
210-41970.580 TRAVEL	2,600.00	1,720.00	880.00	66.15%	200.00
210-41970.610 SUPPLIES	2,000.00	127.74	1,872.26	6.39%	0.00
210-41970.700 BIKE/WALK COMMITTEE	7,000.00	0.00	7,000.00	0.00%	0.00
<b>Total COMMUNITY DEVELOPMENT</b>	<b>251,288.00</b>	<b>159,355.72</b>	<b>91,932.28</b>	<b>63.42%</b>	<b>17,772.85</b>
<b>Total GENERAL GOVERNMENT</b>	<b>1,222,390.00</b>	<b>899,311.53</b>	<b>323,078.47</b>	<b>73.57%</b>	<b>92,823.60</b>
<b>210-42220 FIRE DEPARTMENT</b>					
<b>210-42220.1 FIRE SALARIES</b>					
210-42220.140 SALARIES - FIREFIGHTERS	186,000.00	122,555.79	63,444.21	65.89%	13,660.75
<b>Total FIRE SALARIES</b>	<b>186,000.00</b>	<b>122,555.79</b>	<b>63,444.21</b>	<b>65.89%</b>	<b>13,660.75</b>
<b>210-42220.2 FIRE BENEFITS</b>					
210-42220.200 EMPLOYEE ASSISTANCE PROGR	864.00	648.00	216.00	75.00%	0.00
210-42220.210 ACCIDENT & DISABILITY INS	3,600.00	3,222.08	377.92	89.50%	0.00
210-42220.220 SOCIAL SECURITY	14,436.00	9,337.98	5,098.02	64.69%	1,045.07
210-42220.226 WORKERS COMP INSURANCE	30,050.00	20,562.50	9,487.50	68.43%	0.00
210-42220.290 Other Employee Benefits	2,700.00	120.00	2,580.00	4.44%	0.00
<b>Total FIRE BENEFITS</b>	<b>51,650.00</b>	<b>33,890.56</b>	<b>17,759.44</b>	<b>65.62%</b>	<b>1,045.07</b>
210-42220.432 VEHICLE MAINTENANCE	25,000.00	6,384.23	18,615.77	25.54%	691.38
210-42220.443 RADIO MAINTENANCE	7,250.00	5,291.00	1,959.00	72.98%	700.00
210-42220.500 TRAINING, CONFERENCES, DU	4,000.00	1,742.25	2,257.75	43.56%	0.00
210-42220.535 TELEPHONE SERVICES	2,600.00	1,280.32	1,319.68	49.24%	160.04
210-42220.566 PHYSICAL EXAMS	6,800.00	4,392.00	2,408.00	64.59%	725.00
210-42220.570 MAINTENANCE OTHER	15,000.00	16,787.78	-1,787.78	111.92%	443.27
210-42220.578 EMERGENCY GENERATOR MAINT	480.00	651.00	-171.00	135.63%	0.00
210-42220.610 SUPPLIES	1,000.00	1,977.27	-977.27	197.73%	176.55
210-42220.611 NEW EQUIPMENT-RADIOS	1,500.00	282.00	1,218.00	18.80%	0.00
210-42220.612 UNIFORMS,BOOTS,ETC	25,000.00	23,164.38	1,835.62	92.66%	-120.00
210-42220.615 EMS SUPPLIES	1,000.00	4,462.05	-3,462.05	446.21%	198.21
210-42220.838 FIRE PREVENTION	2,100.00	838.25	1,261.75	39.92%	0.00
210-42220.889 ROUTINE EQUIPMENT PURCHAS	17,500.00	30,751.26	-13,251.26	175.72%	7,497.18
<b>Total FIRE DEPARTMENT</b>	<b>346,880.00</b>	<b>254,450.14</b>	<b>92,429.86</b>	<b>73.35%</b>	<b>25,177.45</b>
<b>210-431 STREET DEPARTMENT</b>					
<b>210-43110 STREET GENERAL</b>					

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>210-43110.1 STREET GENERAL SALARIES</b>					
210-43110.110 SALARIES REGULAR	190,202.00	135,192.93	55,009.07	71.08%	14,511.01
210-43110.130 SALARIES OVERTIME	18,300.00	9,373.93	8,926.07	51.22%	883.14
210-43110.140 SALARIES PART TIME	27,388.00	4,740.70	22,647.30	17.31%	540.47
<b>Total STREET GENERAL SALARIES</b>	<b>235,890.00</b>	<b>149,307.56</b>	<b>86,582.44</b>	<b>63.30%</b>	<b>15,934.62</b>
<b>210-43110.2 STREET GENERAL BENEFITS</b>					
210-43110.210 HEALTH INS & OTHER BENEFIT	78,989.00	59,623.16	19,365.84	75.48%	5,958.91
210-43110.220 SOCIAL SECURITY	18,046.00	11,333.71	6,712.29	62.80%	1,208.83
210-43110.226 WORKERS COMP INSURANCE	20,275.00	9,880.97	10,394.03	48.73%	0.00
210-43110.230 RETIREMENT	19,020.00	13,602.04	5,417.96	71.51%	1,462.08
210-43110.250 UNEMPLOYMENT INSURANCE	300.00	868.57	-568.57	289.52%	252.91
<b>Total STREET GENERAL BENEFITS</b>	<b>136,630.00</b>	<b>95,308.45</b>	<b>41,321.55</b>	<b>69.76%</b>	<b>8,882.73</b>
210-43110.330 Professional Services	16,000.00	16,068.14	-68.14	100.43%	1,781.30
210-43110.410 WATER AND SEWER CHARGE	2,500.00	2,388.89	111.11	95.56%	934.15
210-43110.432 R&M Services - Vehicles	28,000.00	36,443.36	-8,443.36	130.15%	6,419.88
210-43110.434 MAINT. BUILDINGS/GROUNDS	10,000.00	7,571.17	2,428.83	75.71%	155.20
210-43110.441 RIGHT OF WAY AGREEMENTS	12,890.00	14,498.74	-1,608.74	112.48%	0.00
210-43110.442 EQUIPMENT RENTALS	3,000.00	2,130.80	869.20	71.03%	114.47
210-43110.500 TRAINING, CONFERENCES, DU	500.00	1,500.00	-1,000.00	300.00%	1,500.00
210-43110.521 LIABILITY & PROPERTY INS.	13,750.00	14,137.34	-387.34	102.82%	0.00
210-43110.530 Communications	3,800.00	2,113.16	1,686.84	55.61%	298.92
210-43110.565 RUBBISH REMOVAL	9,000.00	6,022.10	2,977.90	66.91%	644.76
210-43110.572 Advertising and Interview	500.00	365.00	135.00	73.00%	0.00
210-43110.573 ACCIDENT CLAIMS	1,000.00	0.00	1,000.00	0.00%	0.00
210-43110.610 SUPPLIES	26,000.00	20,789.44	5,210.56	79.96%	3,818.34
210-43110.612 UNIFORMS,BOOTS,ETC	6,500.00	2,837.47	3,662.53	43.65%	74.98
210-43110.622 ELECTRICAL SERVICE	4,200.00	2,102.55	2,097.45	50.06%	330.20
210-43110.623 HEATING/NATURAL GAS	4,000.00	1,898.16	2,101.84	47.45%	637.52
210-43110.626 Vehicle Fuels	38,000.00	17,228.94	20,771.06	45.34%	5,550.35
210-43110.891 CAPITAL OUTLAY	14,000.00	0.00	14,000.00	0.00%	0.00
<b>Total STREET GENERAL</b>	<b>566,160.00</b>	<b>392,711.27</b>	<b>173,448.73</b>	<b>69.36%</b>	<b>47,077.42</b>
210-43115.610 Street Lights Supplies/Ma	12,000.00	16,724.53	-4,724.53	139.37%	2,140.29
210-43115.622 Electricity - St/Traffic	132,000.00	90,300.52	41,699.48	68.41%	10,914.20
210-43117.000 Streetscape Maintenance	11,500.00	13,055.00	-1,555.00	113.52%	1,228.24
<b>210-43120 STREET-PAVEMENT MAINT</b>					
210-43120.570 Summer Constr - Purchased	255,800.00	303,126.62	-47,326.62	118.50%	0.00
210-43120.610 Summer Const - Supplies	24,000.00	33,824.23	-9,824.23	140.93%	2,123.04
<b>Total STREET-PAVEMENT MAINT</b>	<b>279,800.00</b>	<b>336,950.85</b>	<b>-57,150.85</b>	<b>120.43%</b>	<b>2,123.04</b>
<b>210-43123 STREETS - TRAFFIC LIGHTS</b>					
210-43123.730 Traffic Control	16,000.00	8,639.71	7,360.29	54.00%	90.90
<b>Total STREETS - TRAFFIC LIGHTS</b>	<b>16,000.00</b>	<b>8,639.71</b>	<b>7,360.29</b>	<b>54.00%</b>	<b>90.90</b>

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-43124.570 Sidewalk and Curb Mainten	5,500.00	7,928.10	-2,428.10	144.15%	462.00
<b>210-43125 WINTER MAINTENANCE</b>					
210-43125.570 CONTRACT SERVICES	20,000.00	6,662.50	13,337.50	33.31%	1,500.00
210-43125.610 WINTER MAINTENANCE	125,000.00	118,116.09	6,883.91	94.49%	27,681.56
<b>Total WINTER MAINTENANCE</b>	<b>145,000.00</b>	<b>124,778.59</b>	<b>20,221.41</b>	<b>86.05%</b>	<b>29,181.56</b>
<b>210-43150 Storm Sewer</b>					
210-43150.430 Storm Sewer Maintenance	15,000.00	19,257.62	-4,257.62	128.38%	16,660.00
<b>Total Storm Sewer</b>	<b>15,000.00</b>	<b>19,257.62</b>	<b>-4,257.62</b>	<b>128.38%</b>	<b>16,660.00</b>
<b>210-43151 STREET - STORMWATER</b>					
<b>210-43151.1 STREET-STORMWATER SALARIE</b>					
210-43151.110 SALARIES - REGULAR	47,232.00	34,636.11	12,595.89	73.33%	3,877.68
<b>Total STREET-STORMWATER SALARIE</b>	<b>47,232.00</b>	<b>34,636.11</b>	<b>12,595.89</b>	<b>73.33%</b>	<b>3,877.68</b>
<b>210-43151.2 STREET-STROMWATER BENEFIT</b>					
210-43151.210 HEALTH INS & OTHER BENEFIT	12,815.00	13,667.81	-852.81	106.65%	1,923.76
210-43151.220 SOCIAL SECURITY	3,613.00	2,675.82	937.18	74.06%	296.22
210-43151.226 WORKERS COMP INSURANCE	3,438.00	2,160.10	1,277.90	62.83%	0.00
210-43151.230 RETIREMENT	4,723.00	3,443.40	1,279.60	72.91%	363.12
210-43151.250 UNEMPLOYMENT INSURANCE	30.00	86.85	-56.85	289.50%	25.29
<b>Total STREET-STROMWATER BENEFIT</b>	<b>24,619.00</b>	<b>22,033.98</b>	<b>2,585.02</b>	<b>89.50%</b>	<b>2,608.39</b>
<b>Total STREET - STORMWATER</b>	<b>71,851.00</b>	<b>56,670.09</b>	<b>15,180.91</b>	<b>78.87%</b>	<b>6,486.07</b>
<b>210-43160 STREET STREET LIGHTS</b>					
<b>Total STREET STREET LIGHTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>210-43161 STREETS - CONSERVATION</b>					
210-43161.003 Tree Advisory Committee	10,000.00	0.00	10,000.00	0.00%	0.00
<b>Total STREETS - CONSERVATION</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total STREET DEPARTMENT</b>	<b>1,264,811.00</b>	<b>1,067,016.28</b>	<b>197,794.72</b>	<b>84.36%</b>	<b>116,363.72</b>
<b>210-45110 RECREATION &amp; PARKS ADMIN</b>					
210-45110.110 SALARIES - REGULAR	244,792.00	174,544.13	70,247.87	71.30%	18,515.28
210-45110.140 SALARIES - PART-TIME	0.00	11,677.88	-11,677.88	100.00%	0.00
210-45110.210 HEALTH INS & OTHER BENEFIT	125,468.00	89,883.98	35,584.02	71.64%	9,355.54
210-45110.220 SOCIAL SECURITY	18,727.00	14,364.27	4,362.73	76.70%	1,401.53
210-45110.230 RETIREMENT	27,182.00	19,326.02	7,855.98	71.10%	2,056.00
210-45110.330 OTHER PROFESSIONAL SVCS	21,742.00	5,174.72	16,567.28	23.80%	597.00
210-45110.340 COMPUTER EXPENSES	6,000.00	25,898.89	-19,898.89	431.65%	788.00

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-45110.500 TRAINING, CONF, DUES	8,453.00	2,303.94	6,149.06	27.26%	3.80
210-45110.530 COMMUNICATIONS	7,851.00	5,316.65	2,534.35	67.72%	140.98
210-45110.535 TELEPHONE SERVICES	1,980.00	662.52	1,317.48	33.46%	0.00
210-45110.550 PRINTING & ADVERTISING	3,000.00	4,016.06	-1,016.06	133.87%	109.20
210-45110.561 CC Processing Fee	0.00	158.90	-158.90	100.00%	0.00
210-45110.610 SUPPLIES	5,000.00	5,472.84	-472.84	109.46%	638.95
210-45110.813 SCHOLARSHIPS	4,000.00	0.00	4,000.00	0.00%	0.00
<b>Total RECREATION &amp; PARKS ADMIN</b>	<b>474,195.00</b>	<b>358,800.80</b>	<b>115,394.20</b>	<b>75.67%</b>	<b>33,606.28</b>
<b>210-45220 PARKS &amp; FACILITIES</b>					
210-45220.110 SALARIES - REGULAR	105,360.00	79,840.84	25,519.16	75.78%	8,125.44
210-45220.140 SALARIES - PART-TIME	22,798.00	11,728.33	11,069.67	51.44%	130.05
210-45220.210 HEALTH INS & OTHER BENEFIT	27,076.00	25,194.82	1,881.18	93.05%	2,603.38
210-45220.220 SOCIAL SECURITY	9,804.00	7,408.85	2,395.15	75.57%	657.97
210-45220.230 RETIREMENT	10,536.00	7,604.16	2,931.84	72.17%	812.56
210-45220.330 OTHER PROFESSIONAL SVCS	6,100.00	7,278.38	-1,178.38	119.32%	1,452.68
210-45220.434 MAINTENANCE-BUILDINGS/GRO	11,739.00	4,307.36	7,431.64	36.69%	1,873.64
210-45220.441 LAND LEASE	500.00	550.00	-50.00	110.00%	0.00
210-45220.442 EQUIPMENT RENTAL	1,980.00	3,721.93	-1,741.93	187.98%	437.76
210-45220.500 TRAINING, CONF, DUES	4,302.00	607.00	3,695.00	14.11%	530.00
210-45220.610 SUPPLIES	16,489.00	25,100.03	-8,611.03	152.22%	3,105.40
<b>Total PARKS &amp; FACILITIES</b>	<b>216,684.00</b>	<b>173,341.70</b>	<b>43,342.30</b>	<b>80.00%</b>	<b>19,728.88</b>
<b>210-453 SENIOR SUPPORT</b>					
<b>Total SENIOR SUPPORT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>210-45551 BROWNELL LIBRARY</b>					
<b>210-45551.1 LIBRARY SALARIES</b>					
210-45551.110 SALARIES REGULAR	328,850.00	237,351.25	91,498.75	72.18%	24,944.61
210-45551.140 SALARIES PART TIME	108,415.00	57,451.16	50,963.84	52.99%	6,316.27
<b>Total LIBRARY SALARIES</b>	<b>437,265.00</b>	<b>294,802.41</b>	<b>142,462.59</b>	<b>67.42%</b>	<b>31,260.88</b>
<b>210-45551.2 LIBRARY BENEFITS</b>					
210-45551.210 HEALTH INS & OTHER BENEFIT	134,104.00	98,450.55	35,653.45	73.41%	8,802.71
210-45551.220 SOCIAL SECURITY	33,451.00	22,509.72	10,941.28	67.29%	2,365.06
210-45551.230 RETIREMENT	32,580.00	23,584.14	8,995.86	72.39%	2,476.40
<b>Total LIBRARY BENEFITS</b>	<b>200,135.00</b>	<b>144,544.41</b>	<b>55,590.59</b>	<b>72.22%</b>	<b>13,644.17</b>
210-45551.340 COMPUTER EXPENSES	4,000.00	410.01	3,589.99	10.25%	0.00
210-45551.442 Rental of Equipment	1,500.00	1,544.27	-44.27	102.95%	76.56
210-45551.500 TRAINING, CONFERENCES, DU	4,000.00	845.38	3,154.62	21.13%	20.00
210-45551.530 TECHNOLOGY ACCESS	7,700.00	6,739.22	960.78	87.52%	929.62
210-45551.536 POSTAGE/DELIVERY	2,500.00	1,426.22	1,073.78	57.05%	211.22
210-45551.572 INTERVIEW COSTS	700.00	0.00	700.00	0.00%	0.00
210-45551.574 VOLUNTEER EXPENSES	800.00	412.49	387.51	51.56%	260.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-45551.610 SUPPLIES	13,500.00	3,459.90	10,040.10	25.63%	351.13
210-45551.640 ADULT COLLECTION-PRINT &	41,500.00	25,632.78	15,867.22	61.77%	1,403.31
210-45551.641 JUVEN COLLECTION-PRNT & E	20,750.00	13,175.11	7,574.89	63.49%	626.70
210-45551.677 COMPUTER REPLACEMENT	8,000.00	373.80	7,626.20	4.67%	0.00
210-45551.836 ADULT PROGRAMS	1,000.00	719.89	280.11	71.99%	42.96
210-45551.837 CHILDRENS PROGRAMS	4,500.00	1,851.11	2,648.89	41.14%	81.38
210-45551.891 CAPITAL OUTLAY	4,000.00	0.00	4,000.00	0.00%	0.00
<b>Total BRONNELL LIBRARY</b>	<b>751,850.00</b>	<b>495,937.00</b>	<b>255,913.00</b>	<b>65.96%</b>	<b>48,907.93</b>
<b>210-47 DEBT SERVICE</b>					
210-47116.000 CAPITAL IMP PRINCIPAL	135,135.00	135,135.00	0.00	100.00%	0.00
210-47216.000 CAPITAL IMP - INTEREST	67,599.00	67,599.13	-0.13	100.00%	32,994.50
<b>Total DEBT SERVICE</b>	<b>202,734.00</b>	<b>202,734.13</b>	<b>-0.13</b>	<b>100.00%</b>	<b>32,994.50</b>
<b>210-491 CAPITAL/MISC TRANSFERS</b>					
210-49100.030 CAP RESRV FND CONT - BEG	401,955.00	200,977.50	200,977.50	50.00%	0.00
210-49100.031 ROLLING STOCK FUND CONTRI	238,700.00	119,312.00	119,388.00	49.98%	0.00
210-49100.040 TRANS FOR BUILDING MAINT	50,000.00	25,000.00	25,000.00	50.00%	0.00
210-49100.802 EMP TERM BENEFITS TRANSFE	5,000.00	3,750.00	1,250.00	75.00%	1,250.00
210-49101.030 TRANS TO CAPITAL RESERVE	112,455.00	56,227.50	56,227.50	50.00%	0.00
210-49101.031 Fire Capital	80,000.00	83,582.10	-3,582.10	104.48%	0.00
<b>Total CAPITAL/MISC TRANSFERS</b>	<b>888,110.00</b>	<b>488,849.10</b>	<b>399,260.90</b>	<b>55.04%</b>	<b>1,250.00</b>
<b>210-493 GRANT AND OTHER UNBUDGETE</b>					
<b>210-4930 TERMINATION BENEFITS FROM</b>					
<b>Total TERMINATION BENEFITS FROM</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>210-4934 GRANT EXPENDITURES</b>					
210-49340.000 MISC GRANT EXPENDITURES	0.00	63,560.49	-63,560.49	100.00%	0.00
210-49340.006 LIBRARY GRANT EXPENDITURE	0.00	200.00	-200.00	100.00%	0.00
<b>210-49345 DONATION EXPENDITURES</b>					
210-49345.000 LIBRARY DONATION EXPENDIT	0.00	5,443.71	-5,443.71	100.00%	838.66
<b>Total DONATION EXPENDITURES</b>	<b>0.00</b>	<b>5,443.71</b>	<b>-5,443.71</b>	<b>100.00%</b>	<b>838.66</b>
<b>210-49346 LIBRARY REPLACEMENT EXPEN</b>					
210-49346.001 ADULT COLLECTION-PRINT &	0.00	15.65	-15.65	100.00%	15.65
210-49346.002 JUVEN COLLECTION-PRNT & E	0.00	252.32	-252.32	100.00%	84.16
<b>Total LIBRARY REPLACEMENT EXPEN</b>	<b>0.00</b>	<b>267.97</b>	<b>-267.97</b>	<b>100.00%</b>	<b>99.81</b>
<b>Total GRANT EXPENDITURES</b>	<b>0.00</b>	<b>69,472.17</b>	<b>-69,472.17</b>	<b>100.00%</b>	<b>938.47</b>
<b>Total GRANT AND OTHER UNBUDGETE</b>	<b>0.00</b>	<b>69,472.17</b>	<b>-69,472.17</b>	<b>100.00%</b>	<b>938.47</b>
<b>210-494 PARK ST. SCHOOL</b>					

GENERAL FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total PARK ST. SCHOOL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>5,367,654.00</b>	<b>4,009,912.85</b>	<b>1,357,741.15</b>	<b>74.71%</b>	<b>371,790.83</b>
<b>Total GENERAL FUND</b>	<b>1.00</b>	<b>-777,669.34</b>	<b>777,668.34</b>		<b>44,569.14</b>
220-36101.000 INTEREST EARNINGS	0.00	9.07	-9.07	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>9.07</b>	<b>-9.07</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total MEMORIAL PARK FUND</b>	<b>0.00</b>	<b>9.07</b>	<b>-9.07</b>	<b>-100.00%</b>	<b>0.00</b>
222-36101.000 Interest Earnings	0.00	277.95	-277.95	100.00%	0.00
222-39110.000 GENERAL FUND TRANS IN	50,000.00	25,000.00	25,000.00	50.00%	0.00
<b>Total Revenues</b>	<b>50,000.00</b>	<b>25,277.95</b>	<b>24,722.05</b>	<b>50.56%</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total BUILDING MAINT FUND</b>	<b>50,000.00</b>	<b>25,277.95</b>	<b>-75,277.95</b>	<b>50.56%</b>	<b>0.00</b>
223-31101.000 PENNY TAX	0.00	55,592.14	-55,592.14	100.00%	0.00
223-36101.000 Interest Earnings	0.00	964.85	-964.85	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>56,556.99</b>	<b>-56,556.99</b>	<b>100.00%</b>	<b>0.00</b>
223-46802.004 Road Res-Q	0.00	4,112.50	-4,112.50	100.00%	0.00
<b>Total Expenditures</b>	<b>0.00</b>	<b>4,112.50</b>	<b>-4,112.50</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total TRUSTEE CAP IMP PROJECTS</b>	<b>0.00</b>	<b>52,444.49</b>	<b>-52,444.49</b>	<b>-100.00%</b>	<b>0.00</b>
225-34700.000 SR CTR MEMBERSHIPS	3,200.00	0.00	3,200.00	0.00%	0.00
225-34701.000 SR CTR FUND RAISING REV	3,000.00	0.00	3,000.00	0.00%	0.00
225-34702.000 Program Fees	1,500.00	24.00	1,476.00	1.60%	0.00
225-34702.002 Meals Fees	2,600.00	0.00	2,600.00	0.00%	0.00
225-36101.000 Interest Earnings	0.00	51.60	-51.60	100.00%	0.00
225-36400.000 SR CTR DONATIONS	2,000.00	3,636.00	-1,636.00	181.80%	3,636.00
<b>Total Revenues</b>	<b>12,300.00</b>	<b>3,711.60</b>	<b>8,588.40</b>	<b>30.18%</b>	<b>3,636.00</b>

SENIOR CENTER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
225-45122.330 OTHER PROF SERVICES	3,600.00	0.00	3,600.00	0.00%	0.00
225-45122.430 REPAIRS & MAINTENANCE	1,000.00	0.00	1,000.00	0.00%	0.00
225-45122.442 Rental of Equipment	0.00	803.49	-803.49	100.00%	29.76
225-45122.610 OPERATIONAL SUPP/EXP	3,000.00	0.00	3,000.00	0.00%	0.00
225-45122.612 FUND RAISER EXPENSES	500.00	0.00	500.00	0.00%	0.00
225-45122.614 PROGRAM EXPENSES	2,500.00	76.98	2,423.02	3.08%	0.00
225-45122.812 Meals Expenses	1,500.00	0.00	1,500.00	0.00%	0.00
<b>Total Expenditures</b>	<b>12,100.00</b>	<b>880.47</b>	<b>11,219.53</b>	<b>7.28%</b>	<b>29.76</b>
<b>Total SENIOR CENTER FUND</b>	<b>200.00</b>	<b>2,831.13</b>	<b>-3,031.13</b>	<b>1,415.57%</b>	<b>3,606.24</b>
226-34720.000 POOL DAY ADMISSION	71,727.00	30,927.11	40,799.89	43.12%	0.00
226-34721.000 POOL MEMBERSHIPS	42,868.00	-135.00	43,003.00	-0.31%	0.00
226-34722.000 SWIM LESSONS	52,235.00	4,399.27	47,835.73	8.42%	185.00
226-34725.000 CONCESSION SALES	2,500.00	0.00	2,500.00	0.00%	0.00
226-34750.000 FACILITY & FIELD RENTAL	13,074.00	3,540.00	9,534.00	27.08%	0.00
226-34779.115 Youth Prog - RP	185,451.00	17,803.08	167,647.92	9.60%	75.00
226-34779.120 Youth Prog - AS	40,500.00	20,638.14	19,861.86	50.96%	0.00
226-34780.000 ADULT PROGRAMS	74,070.00	63,346.50	10,723.50	85.52%	2,394.00
226-34781.120 Childcare - AS	676,683.00	723,141.23	-46,458.23	106.87%	23,508.68
226-34781.121 Childcare - PS	373,037.00	282,570.01	90,466.99	75.75%	4,295.38
226-34781.122 Childcare - DC	338,010.00	139,902.95	198,107.05	41.39%	6,500.00
226-34781.123 Childcare - RK	0.00	250,000.00	-250,000.00	100.00%	0.00
226-34782.000 SHARED STAFFING CONTRACT	50,046.00	51,075.00	-1,029.00	102.06%	0.00
226-34783.000 Memorial Day Parade	20,000.00	290.00	19,710.00	1.45%	0.00
226-39505.000 SPONSORSHIP	7,550.00	875.00	6,675.00	11.59%	0.00
226-39510.000 Misc. Grants	0.00	29,810.97	-29,810.97	100.00%	0.00
<b>Total Revenues</b>	<b>1,947,751.00</b>	<b>1,618,184.26</b>	<b>329,566.74</b>	<b>83.08%</b>	<b>36,958.06</b>
226-43200.805 Interest Expense	0.00	299.16	-299.16	100.00%	0.00
<b>226-45110 ADMINISTRATION</b>					
226-45110.140 SALARIES - PART-TIME	4,840.00	0.00	4,840.00	0.00%	0.00
226-45110.220 SOCIAL SECURITY	370.00	10.99	359.01	2.97%	10.99
226-45110.226 WORKERS COMPENSATION INS	35,376.00	25,750.27	9,625.73	72.79%	0.00
226-45110.330 OTHER PROFESSIONAL SVCS	3,750.00	543.69	3,206.31	14.50%	0.00
226-45110.442 Equipment Rentals	2,135.00	3,096.49	-961.49	145.03%	186.58
226-45110.500 TRAINING, CONF, DUES	10,250.00	3,249.40	7,000.60	31.70%	0.00
226-45110.536 POSTAGE	4,478.00	1,186.41	3,291.59	26.49%	973.86
226-45110.550 PRINTING & ADVERTISING	12,860.00	1,224.00	11,636.00	9.52%	0.00
226-45110.561 CC Processing Fee	0.00	21,127.51	-21,127.51	100.00%	0.00
<b>Total ADMINISTRATION</b>	<b>74,059.00</b>	<b>56,188.76</b>	<b>17,870.24</b>	<b>75.87%</b>	<b>1,171.43</b>
<b>226-45115 RECREATION PROGRAMS</b>					
226-45115.110 Salaries - Regular	27,028.00	19,209.86	7,818.14	71.07%	2,044.32
226-45115.140 SALARIES - PART -TIME	19,877.00	0.00	19,877.00	0.00%	0.00
226-45115.220 SOCIAL SECURITY	2,837.00	1,467.48	1,369.52	51.73%	155.68

## EJRP PPROGRAMS FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
226-45115.330 OTHER PROFESSIONAL SVCS	180,077.00	76,306.56	103,770.44	42.37%	13,302.39
226-45115.410 WATER & SEWER CHARGES	800.00	903.76	-103.76	112.97%	0.00
226-45115.434 MAINTENANCE-BLDGS/GROUNDS	250.00	0.00	250.00	0.00%	0.00
226-45115.440 RENTAL	600.00	0.00	600.00	0.00%	0.00
226-45115.442 EQUIPMENT RENTALS	1,400.00	0.00	1,400.00	0.00%	0.00
226-45115.500 TRAINING, CONF, DUES	700.00	449.00	251.00	64.14%	0.00
226-45115.550 PRINTING & ADVERTISING	200.00	0.00	200.00	0.00%	0.00
226-45115.610 SUPPLIES	24,519.00	3,983.71	20,535.29	16.25%	9.95
226-45115.850 Memorial Day Parade	19,500.00	0.00	19,500.00	0.00%	0.00
<b>Total RECREATION PROGRAMS</b>	<b>277,788.00</b>	<b>102,320.37</b>	<b>175,467.63</b>	<b>36.83%</b>	<b>15,512.34</b>
<b>226-45120 AFTER SCHOOL CARE</b>					
226-45120.110 SALARIES - REGULAR	265,037.00	295,446.63	-30,409.63	111.47%	32,638.35
226-45120.140 SALARIES - PART-TIME	187,302.00	205,519.79	-18,217.79	109.73%	29,352.16
226-45120.210 HEALTH INS & OTHER BENEFIT	95,318.00	51,625.93	43,692.07	54.16%	6,591.83
226-45120.220 SOCIAL SECURITY	34,605.00	38,557.66	-3,952.66	111.42%	4,755.31
226-45120.230 RETIREMENT	32,142.00	28,284.54	3,857.46	88.00%	3,276.56
226-45120.330 OTHER PROFESSIONAL SVCS	40,960.00	14,940.58	26,019.42	36.48%	2,040.00
226-45120.421 TRUCK LEASE	12,638.00	12,239.30	398.70	96.85%	0.00
226-45120.500 TRAINING, CONF, DUES	19,155.00	3,146.00	16,009.00	16.42%	0.00
226-45120.535 Telephone	4,620.00	8,392.98	-3,772.98	181.67%	1,876.22
226-45120.580 TRAVEL	34,109.00	983.31	33,125.69	2.88%	75.00
226-45120.610 SUPPLIES	37,296.00	30,686.87	6,609.13	82.28%	4,616.47
226-45120.626 GAS, GREASE & OIL	1,900.00	540.39	1,359.61	28.44%	0.00
<b>Total AFTER SCHOOL CARE</b>	<b>765,082.00</b>	<b>690,363.98</b>	<b>74,718.02</b>	<b>90.23%</b>	<b>85,221.90</b>
<b>226-45121 PRESCHOOL</b>					
226-45121.110 SALARIES - REGULAR	202,888.00	140,836.36	62,051.64	69.42%	14,560.73
226-45121.140 SALARIES - PART-TIME	24,970.00	23,750.68	1,219.32	95.12%	2,363.10
226-45121.210 HEALTH INS & OTHER BENEFIT	87,370.00	60,850.90	26,519.10	69.65%	6,378.38
226-45121.220 SOCIAL SECURITY	17,431.00	12,695.79	4,735.21	72.83%	1,291.80
226-45121.230 RETIREMENT	18,921.00	13,437.67	5,483.33	71.02%	1,429.52
226-45121.330 OTHER PROFESSIONAL SVCS	3,114.00	1,035.05	2,078.95	33.24%	0.00
226-45121.500 TRAINING, CONF, DUES	8,902.00	4,166.00	4,736.00	46.80%	150.00
226-45121.580 TRAVEL	1,728.00	0.00	1,728.00	0.00%	0.00
226-45121.610 SUPPLIES	4,500.00	7,183.63	-2,683.63	159.64%	252.75
<b>Total PRESCHOOL</b>	<b>369,824.00</b>	<b>263,956.08</b>	<b>105,867.92</b>	<b>71.37%</b>	<b>26,426.28</b>
<b>226-45122 SUMMER DAY CAMPS</b>					
226-45122.110 SALARIES - REGULAR	42,714.00	23,492.92	19,221.08	55.00%	0.00
226-45122.140 SALARIES - PART-TIME	182,169.00	168,384.37	13,784.63	92.43%	0.00
226-45122.220 SOCIAL SECURITY	17,204.00	14,677.90	2,526.10	85.32%	0.00
226-45122.330 OTHER PROFESSIONAL SVCS	6,495.00	18,321.88	-11,826.88	282.09%	8,010.00
226-45122.580 TRAVEL	36,654.00	10,065.63	26,588.37	27.46%	0.00
226-45122.610 Supplies	17,476.00	11,335.45	6,140.55	64.86%	0.00
226-45122.626 GAS, GREASE AND OIL	100.00	42.04	57.96	42.04%	0.00
<b>Total SUMMER DAY CAMPS</b>	<b>302,812.00</b>	<b>246,320.19</b>	<b>56,491.81</b>	<b>81.34%</b>	<b>8,010.00</b>

EJRP PPROGRAMS FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>226-45123 Rec Kids Supported Learni</b>					
226-45123.110 Salaries - Regular	0.00	218.15	-218.15	100.00%	0.00
226-45123.140 Salaries - Part-Time	0.00	65,513.68	-65,513.68	100.00%	0.00
226-45123.220 Social Security	0.00	4,982.77	-4,982.77	100.00%	0.00
226-45123.330 Other Professional Svcs	0.00	74,388.79	-74,388.79	100.00%	0.00
226-45123.570 Other Purchased Service	0.00	1,350.00	-1,350.00	100.00%	0.00
226-45123.580 Travel	0.00	1,302.60	-1,302.60	100.00%	0.00
226-45123.610 Supplies	0.00	79,519.86	-79,519.86	100.00%	0.00
<b>Total Rec Kids Supported Learni</b>	<b>0.00</b>	<b>227,275.85</b>	<b>-227,275.85</b>	<b>100.00%</b>	<b>0.00</b>
<b>226-45124 POOL</b>					
226-45124.140 SALARIES - PART-TIME	93,462.00	84,230.49	9,231.51	90.12%	67.03
226-45124.220 SOCIAL SECURITY	7,150.00	6,475.26	674.74	90.56%	5.13
226-45124.330 OTHER PROFESSIONAL SVCS	5,812.00	3,613.65	2,198.35	62.18%	0.00
226-45124.410 WATER & SEWER CHARGES	2,749.00	0.00	2,749.00	0.00%	0.00
226-45124.434 MAINTENANCE-BLDGS/GROUNDS	21,130.00	9,155.56	11,974.44	43.33%	0.00
226-45124.610 SUPPLIES	6,121.00	2,628.80	3,492.20	42.95%	0.00
<b>Total POOL</b>	<b>136,424.00</b>	<b>106,103.76</b>	<b>30,320.24</b>	<b>77.77%</b>	<b>72.16</b>
<b>226-45125 CONCESSIONS</b>					
<b>Total CONCESSIONS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>226-45126 AQUATICS</b>					
<b>Total AQUATICS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>226-45220 PARKS &amp; FACILITIES</b>					
226-45220.140 Salaries - Part Time	7,225.00	7,213.27	11.73	99.84%	0.00
226-45220.220 Social Security	553.00	551.82	1.18	99.79%	0.00
226-45220.330 Other Prof Services	2,500.00	0.00	2,500.00	0.00%	0.00
226-45220.442 Equipment Rental	4,800.00	0.00	4,800.00	0.00%	0.00
226-45220.535 Telephone Services	1,320.00	441.68	878.32	33.46%	0.00
226-45220.550 TRAINING, CONF, DUES	3,500.00	20.00	3,480.00	0.57%	20.00
226-45220.610 PARKS & FACILITIES SUPPLI	1,275.00	0.00	1,275.00	0.00%	0.00
<b>Total PARKS &amp; FACILITIES</b>	<b>21,173.00</b>	<b>8,226.77</b>	<b>12,946.23</b>	<b>38.86%</b>	<b>20.00</b>
<b>Total Expenditures</b>	<b>1,947,162.00</b>	<b>1,701,054.92</b>	<b>246,107.08</b>	<b>87.36%</b>	<b>136,434.11</b>
<b>Total EJRP PPROGRAMS FUND</b>	<b>589.00</b>	<b>-82,870.66</b>	<b>82,281.66</b>	<b>-14,069.72%</b>	<b>-99,476.05</b>
<b>230-331 GRANT REVENUE</b>					
230-33120.000 CRES CNCTR GRANT STP 5300	0.00	80,925.85	-80,925.85	100.00%	28,744.48
230-33127.000 CA0530 Phosphorus Control	0.00	24,999.35	-24,999.35	100.00%	15,328.49
230-33131.000 02140-84474-020 FEMA Dens	0.00	159,415.03	-159,415.03	100.00%	0.00
230-33132.000 BR0670 Corduroy/Vale	0.00	6,389.86	-6,389.86	100.00%	0.00

GEN FUND CAP RESERVE

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
230-33133.000 DIBG Village2019-DIGB-01	0.00	64,916.88	-64,916.88	100.00%	0.00
<b>Total GRANT REVENUE</b>	<b>0.00</b>	<b>336,646.97</b>	<b>-336,646.97</b>	<b>100.00%</b>	<b>44,072.97</b>
<b>230-341 CONTRIBUTIONS</b>					
230-34105.000 CVE CONTRIB FOR ECONOMIC	15,300.00	0.00	15,300.00	0.00%	0.00
<b>Total CONTRIBUTIONS</b>	<b>15,300.00</b>	<b>0.00</b>	<b>15,300.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>230-361 INTEREST EARNINGS</b>					
<b>Total INTEREST EARNINGS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
230-37000.000 BRICK/MANS STRM CAO462	0.00	104,258.55	-104,258.55	100.00%	0.00
<b>230-391 GENERAL FUND TRANSFER IN</b>					
230-39110.000 CONTRIB FROM GENERAL FUND	401,955.00	200,977.50	200,977.50	50.00%	0.00
<b>Total GENERAL FUND TRANSFER IN</b>	<b>401,955.00</b>	<b>200,977.50</b>	<b>200,977.50</b>	<b>50.00%</b>	<b>0.00</b>
<b>Total Revenues</b>	<b>417,255.00</b>	<b>641,883.02</b>	<b>-224,628.02</b>	<b>153.83%</b>	<b>44,072.97</b>
230-46801.007 PEARL ST. LINKING SIDEWAL	0.00	158.50	-158.50	100.00%	0.00
230-46801.008 CRESCENT CONNECTOR	0.00	218,325.53	-218,325.53	100.00%	138,507.14
230-46801.020 Densmore Culvert Scoping	0.00	2,884.50	-2,884.50	100.00%	0.00
230-46801.021 Lamaille Water Line Repl	541,025.00	83,788.93	457,236.07	15.49%	0.00
230-46801.022 Densmore Dr, FEMA	0.00	125,989.50	-125,989.50	100.00%	4,151.25
230-46801.023 Densmore Drive, non-FEMA	0.00	48,757.37	-48,757.37	100.00%	1,586.50
230-46801.024 CCRPC UPWP Planning	0.00	4,888.00	-4,888.00	100.00%	396.00
230-46801.710 BRICK/MANSF STRM CAO462	0.00	205,657.50	-205,657.50	100.00%	0.00
230-46801.725 CA0530 Phosphorus Control	0.00	23,725.13	-23,725.13	100.00%	8,400.05
230-46801.735 BR0670 Corduroy/Vale	0.00	5,180.98	-5,180.98	100.00%	0.00
230-46801.805 Interest Exp. on cash	0.00	-1,583.93	1,583.93	100.00%	0.00
<b>Total Expenditures</b>	<b>541,025.00</b>	<b>717,772.01</b>	<b>-176,747.01</b>	<b>132.67%</b>	<b>153,040.94</b>
<b>Total GEN FUND CAP RESERVE</b>	<b>-123,770.00</b>	<b>-75,888.99</b>	<b>199,658.99</b>	<b>61.31%</b>	<b>-108,967.97</b>
231-36101.000 INTEREST EARNINGS	0.00	751.55	-751.55	100.00%	0.00
231-39000.004 VAC TRUCK RENTAL	0.00	5,982.00	-5,982.00	100.00%	0.00
231-39110.000 CONTRIB FROM GENERAL FUND	238,624.00	119,312.00	119,312.00	50.00%	0.00
<b>Total Revenues</b>	<b>238,624.00</b>	<b>126,045.55</b>	<b>112,578.45</b>	<b>52.82%</b>	<b>0.00</b>
231-43131.164 SIDEWALK PLOW	123,495.00	131,339.00	-7,844.00	106.35%	0.00
<b>Total Expenditures</b>	<b>123,495.00</b>	<b>131,339.00</b>	<b>-7,844.00</b>	<b>106.35%</b>	<b>0.00</b>
<b>Total ROLLING STOCK FUND</b>	<b>115,129.00</b>	<b>-5,293.45</b>	<b>-109,835.55</b>	<b>-4.60%</b>	<b>0.00</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
232-36101.000 INTEREST EARNINGS	0.00	204.03	-204.03	100.00%	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>204.03</b>	<b>-204.03</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total LAND ACQUISITION FUND</b>	<b>0.00</b>	<b>204.03</b>	<b>-204.03</b>	<b>-100.00%</b>	<b>0.00</b>
233-36101.000 Interest Earnings	0.00	111.04	-111.04	100.00%	0.00
233-39110.000 CONTRIBUTION FROM GEN FUN	112,455.00	56,227.50	56,227.50	50.00%	0.00
<b>Total Revenues</b>	<b>112,455.00</b>	<b>56,338.54</b>	<b>56,116.46</b>	<b>50.10%</b>	<b>0.00</b>
233-46801.003 LANDSCAPING	10,000.00	0.00	10,000.00	0.00%	0.00
233-46801.005 RESURFACING	23,500.00	21,113.75	2,386.25	89.85%	0.00
233-46801.006 LIGHTING & TECHNOLOGY	9,040.00	0.00	9,040.00	0.00%	0.00
233-46801.008 FIELD MAINTENANCE	0.00	10,589.76	-10,589.76	100.00%	0.00
233-46801.009 PARK AMENITIES	55,000.00	145,786.00	-90,786.00	265.07%	124,786.00
233-46801.010 BUILDING & FACILITIES	4,000.00	11,357.14	-7,357.14	283.93%	11,357.14
233-46801.011 Pool Improvements	10,915.00	0.00	10,915.00	0.00%	0.00
<b>Total Expenditures</b>	<b>112,455.00</b>	<b>188,846.65</b>	<b>-76,391.65</b>	<b>167.93%</b>	<b>136,143.14</b>
<b>Total EJP CAP RESERVE</b>	<b>0.00</b>	<b>-132,508.11</b>	<b>132,508.11</b>	<b>-100.00%</b>	<b>-136,143.14</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>253-468 CAPITAL PROJECTS</b>					
<b>Total CAPITAL PROJECTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total BOND FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>254-3 REVENUE</b>					
<b>254-34 OPERATING REVENUE</b>					
254-34403.000 MISC. - UNCLASSIFIED RECE	0.00	4,695.00	-4,695.00	100.00%	2,240.00
<b>254-348 USER CHARGES</b>					
254-34801.000 SALE OF WATER-RESIDENTIAL	1,171,588.00	997,703.19	173,884.81	85.16%	298,020.88
254-34811.000 WATER BILLING PENALTIES	4,500.00	3,089.06	1,410.94	68.65%	-976.49
254-34812.000 WATER SALES - LARGE USERS	95,000.00	70,927.90	24,072.10	74.66%	7,690.97
254-34821.000 HOOK ON FEES	7,000.00	5,100.00	1,900.00	72.86%	0.00
<b>Total USER CHARGES</b>	<b>1,278,088.00</b>	<b>1,076,820.15</b>	<b>201,267.85</b>	<b>84.25%</b>	<b>304,735.36</b>
<b>254-349 GF PASS THROUGH REVENUES</b>					
254-34900.000 SALE OF WATER-GF	2,795,104.00	1,925,089.52	870,014.48	68.87%	209,284.87

WATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
254-34902.000 SALE OF WATER - GF VT TA	70,818.00	41,614.56	29,203.44	58.76%	4,524.10
<b>Total GF PASS THROUGH REVENUES</b>	<b>2,865,922.00</b>	<b>1,966,704.08</b>	<b>899,217.92</b>	<b>68.62%</b>	<b>213,808.97</b>
<b>Total OPERATING REVENUE</b>	<b>4,144,010.00</b>	<b>3,048,219.23</b>	<b>1,095,790.77</b>	<b>73.56%</b>	<b>520,784.33</b>
<b>254-390 NON OPERATING REVENUE</b>					
254-39000.001 CURRENT YR CONTRIBUTION I	0.00	232,500.00	-232,500.00	100.00%	77,500.00
254-39000.004 VAC TRUCK RENTAL	0.00	997.00	-997.00	100.00%	0.00
<b>Total NON OPERATING REVENUE</b>	<b>0.00</b>	<b>233,497.00</b>	<b>-233,497.00</b>	<b>100.00%</b>	<b>77,500.00</b>
254-39510.000 Misc. Grants	0.00	10,278.49	-10,278.49	100.00%	0.00
<b>Total REVENUE</b>	<b>4,144,010.00</b>	<b>3,291,994.72</b>	<b>852,015.28</b>	<b>79.44%</b>	<b>598,284.33</b>
<b>Total Revenues</b>	<b>4,144,010.00</b>	<b>3,291,994.72</b>	<b>852,015.28</b>	<b>79.44%</b>	<b>598,284.33</b>
<b>254-43 EXPENSES</b>					
<b>254-432 OPERATING EXPENSES</b>					
<b>254-4320 GENERAL EXPENSES</b>					
<b>254-43200.1 WATER FUND SALARIES</b>					
254-43200.110 SALARIES REGULAR	123,321.00	87,885.07	35,435.93	71.27%	9,489.09
254-43200.130 SALARIES OVERTIME	15,000.00	6,810.06	8,189.94	45.40%	580.11
254-43200.140 SALARIES PART TIME	9,507.00	2,442.21	7,064.79	25.69%	278.43
<b>Total WATER FUND SALARIES</b>	<b>147,828.00</b>	<b>97,137.34</b>	<b>50,690.66</b>	<b>65.71%</b>	<b>10,347.63</b>
<b>254-43200.2 WATER FUND BENEFITS</b>					
254-43200.210 HEALTH INS & OTHER BENEFIT	68,513.00	56,674.04	11,838.96	82.72%	5,711.66
254-43200.220 SOCIAL SECURITY	11,309.00	7,444.03	3,864.97	65.82%	789.05
254-43200.226 WORKERS COMP INSURANCE	10,500.00	5,713.01	4,786.99	54.41%	0.00
254-43200.230 RETIREMENT	12,332.00	8,858.86	3,473.14	71.84%	944.11
254-43200.250 UNEMPLOYMENT INSURANCE	75.00	217.15	-142.15	289.53%	63.23
<b>Total WATER FUND BENEFITS</b>	<b>102,729.00</b>	<b>78,907.09</b>	<b>23,821.91</b>	<b>76.81%</b>	<b>7,508.05</b>
254-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	108.75	891.25	10.88%	0.00
254-43200.335 AUDIT	4,200.00	4,634.50	-434.50	110.35%	552.00
254-43200.340 COMPUTER EXPENSES	2,650.00	907.11	1,742.89	34.23%	0.00
254-43200.410 WATER AND SEWER CHARGE	200.00	93.53	106.47	46.77%	38.13
254-43200.411 CWD WATER PURCHASE	509,046.00	381,891.86	127,154.14	75.02%	34,070.49
254-43200.412 STATE WATER TAX	13,285.00	8,262.88	5,022.12	62.20%	736.50
254-43200.430 WATER LINES MAINT-BREAKS	16,000.00	5,484.71	10,515.29	34.28%	4,176.90
254-43200.432 VEHICLE MAINTENANCE	0.00	587.81	-587.81	100.00%	0.00
254-43200.441 RIGHT OF WAY AGREEMENTS	150.00	91.66	58.34	61.11%	0.00
254-43200.491 CONTRACTUAL SERVICES	122,860.00	94,149.00	28,711.00	76.63%	31,383.00
254-43200.500 TRAINING, CONFERENCES, DU	2,000.00	525.00	1,475.00	26.25%	0.00
254-43200.521 LIABILITY & PROPERTY INS.	6,540.00	2,018.89	4,521.11	30.87%	0.00

WATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
254-43200.535 TELEPHONE SERVICES	2,500.00	1,421.25	1,078.75	56.85%	177.24
254-43200.536 POSTAGE	3,100.00	2,838.40	261.60	91.56%	1,011.27
254-43200.550 PRINTING AND ADVERTISING	2,000.00	0.00	2,000.00	0.00%	0.00
254-43200.570 MAINTENANCE OTHER	2,500.00	2,622.46	-122.46	104.90%	1,851.65
254-43200.610 SUPPLIES	7,000.00	3,857.17	3,142.83	55.10%	-18.66
254-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	90.59	1,409.41	6.04%	0.00
254-43200.613 METERS AND PARTS	500.00	0.00	500.00	0.00%	0.00
254-43200.614 DISTRIBUTION MATERIALS	7,500.00	3,678.70	3,821.30	49.05%	0.00
254-43200.622 ELECTRICAL SERVICE	1,000.00	596.81	403.19	59.68%	88.75
254-43200.623 HEATING/NATURAL GAS	3,000.00	1,626.28	1,373.72	54.21%	495.80
254-43200.626 GAS,GREASE AND OIL	3,000.00	910.16	2,089.84	30.34%	99.88
254-43200.742 TRANS TO CAPITAL RESERVE	310,000.00	232,500.00	77,500.00	75.00%	77,500.00
254-43200.805 INTEREST EXPENSE	0.00	-526.35	526.35	100.00%	0.00
254-43200.891 CAPITAL OUTLAY	6,000.00	0.00	6,000.00	0.00%	0.00
<b>Total GENERAL EXPENSES</b>	<b>1,278,088.00</b>	<b>924,415.60</b>	<b>353,672.40</b>	<b>72.33%</b>	<b>170,018.63</b>
<b>254-4321 GF WATER EXPENSES</b>					
254-43210.411 CWD WATER PURC - GF	2,795,104.00	1,673,051.68	1,122,052.32	59.86%	0.00
254-43210.412 STATE WATER TAX - GF	70,818.00	249,967.70	-179,149.70	352.97%	213,808.97
<b>Total GF WATER EXPENSES</b>	<b>2,865,922.00</b>	<b>1,923,019.38</b>	<b>942,902.62</b>	<b>67.10%</b>	<b>213,808.97</b>
<b>Total OPERATING EXPENSES</b>	<b>4,144,010.00</b>	<b>2,847,434.98</b>	<b>1,296,575.02</b>	<b>68.71%</b>	<b>383,827.60</b>
<b>254-433 CAPITAL PROJECT EXPENSES</b>					
254-43330.002 METER REPLACEMENT PROGRAM	0.00	13,244.81	-13,244.81	100.00%	216.09
254-43330.005 SERIES 3 BOND INTEREST	0.00	14,939.50	-14,939.50	100.00%	7,291.83
254-43330.009 Lamocille St Water Line	262,797.00	41,268.17	221,528.83	15.70%	0.00
254-43330.010 Fairview Drive PRV	0.00	3,541.35	-3,541.35	100.00%	0.00
<b>254-43332 BONDED PROJECTS</b>					
<b>Total BONDED PROJECTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total CAPITAL PROJECT EXPENSES</b>	<b>262,797.00</b>	<b>72,993.83</b>	<b>189,803.17</b>	<b>27.78%</b>	<b>7,507.92</b>
<b>Total EXPENSES</b>	<b>4,406,807.00</b>	<b>2,920,428.81</b>	<b>1,486,378.19</b>	<b>66.27%</b>	<b>391,335.52</b>
<b>Total Expenditures</b>	<b>4,406,807.00</b>	<b>2,920,428.81</b>	<b>1,486,378.19</b>	<b>66.27%</b>	<b>391,335.52</b>
<b>Total WATER FUND</b>	<b>-262,797.00</b>	<b>371,565.91</b>	<b>-108,768.91</b>	<b>-141.39%</b>	<b>206,948.81</b>
<b>255-3 REVENUE</b>					
<b>255-34 OPERATING REVENUE</b>					
255-34402.000 INTEREST EARNINGS	0.00	4,848.77	-4,848.77	100.00%	0.00
255-34403.000 MISC - UNCLASSIFIED RECEI	0.00	277.50	-277.50	100.00%	0.00
<b>255-348 VILLAGE USER CHARGES</b>					
255-34801.000 VILLAGE USER CHARGE	860,898.00	728,932.07	131,965.93	84.67%	239,906.50
255-34811.000 VILLAGE USER PENALTIES	3,500.00	2,072.55	1,427.45	59.22%	-543.47
255-34812.000 VILL. SEPTAGE DISCHARGE I	16,000.00	73,956.34	-57,956.34	462.23%	2,298.75

WASTEWATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-34813.000 VILLAGE LEACHATE REVENUES	0.00	5,525.18	-5,525.18	100.00%	745.23
<b>Total VILLAGE USER CHARGES</b>	<b>880,398.00</b>	<b>810,486.14</b>	<b>69,911.86</b>	<b>92.06%</b>	<b>242,407.01</b>
<b>255-349 TRI-TOWN REVENUES</b>					
255-34900.000 WASTEWATER CHARGE - ESSEX	536,828.00	357,885.36	178,942.64	66.67%	44,735.67
255-34901.000 WASTEWATER CHARGE - WILLI	730,086.00	547,564.50	182,521.50	75.00%	0.00
255-34903.001 SHARED SEPTAGE REVENUES	8,000.00	0.00	8,000.00	0.00%	0.00
255-34903.005 PUMP STATION MAINT. FEES	32,000.00	24,000.00	8,000.00	75.00%	8,000.00
<b>Total TRI-TOWN REVENUES</b>	<b>1,306,914.00</b>	<b>929,449.86</b>	<b>377,464.14</b>	<b>71.12%</b>	<b>52,735.67</b>
<b>Total OPERATING REVENUE</b>	<b>2,187,312.00</b>	<b>1,745,062.27</b>	<b>442,249.73</b>	<b>79.78%</b>	<b>295,142.68</b>
<b>255-39 NON OPERATING INCOME</b>					
255-39000.001 CURRENT YR CONTRIBUTION I	0.00	285,000.00	-285,000.00	100.00%	95,000.00
255-39000.004 VAC TRUCK RENTAL	0.00	997.00	-997.00	100.00%	0.00
255-39200.001 GAIN ON DISPOSAL OF ASSET	0.00	7,500.00	-7,500.00	100.00%	0.00
255-39510.000 Misc. Grants	0.00	17,193.76	-17,193.76	100.00%	0.00
255-39700.002 ESSEX - DEBT PAYMENT	0.00	219,572.36	-219,572.36	100.00%	0.00
255-39700.003 WILLISTON - DEBT PAYMENT	0.00	214,943.13	-214,943.13	100.00%	0.00
255-39700.004 ESSEX JCT - DEBT PAYMENT	0.00	222,902.18	-222,902.18	100.00%	0.00
<b>Total NON OPERATING INCOME</b>	<b>0.00</b>	<b>968,108.43</b>	<b>-968,108.43</b>	<b>100.00%</b>	<b>95,000.00</b>
<b>Total REVENUE</b>	<b>2,187,312.00</b>	<b>2,713,170.70</b>	<b>-525,858.70</b>	<b>124.04%</b>	<b>390,142.68</b>
<b>Total Revenues</b>	<b>2,187,312.00</b>	<b>2,713,170.70</b>	<b>-525,858.70</b>	<b>124.04%</b>	<b>390,142.68</b>
<b>255-43 EXPENSES</b>					
<b>255-4320 GENERAL EXPENSES</b>					
<b>255-43200.1 WWTF SALARIES</b>					
255-43200.110 SALARIES REGULAR	338,203.00	246,629.19	91,573.81	72.92%	28,743.07
255-43200.130 SALARIES OVERTIME	48,000.00	30,511.57	17,488.43	63.57%	2,625.95
255-43200.140 SALARIES PART TIME	33,158.00	4,522.66	28,635.34	13.64%	540.47
<b>Total WWTF SALARIES</b>	<b>419,361.00</b>	<b>281,663.42</b>	<b>137,697.58</b>	<b>67.16%</b>	<b>31,909.49</b>
<b>255-43200.2 WWTF BENEFITS</b>					
255-43200.210 HEALTH INS & OTHER BENEFIT	128,644.00	112,460.16	16,183.84	87.42%	11,315.06
255-43200.220 SOCIAL SECURITY	32,081.00	21,845.49	10,235.51	68.09%	2,444.05
255-43200.226 WORKERS COMP INSURANCE	30,000.00	16,141.70	13,858.30	53.81%	0.00
255-43200.230 RETIREMENT	33,620.00	24,397.19	9,222.81	72.57%	2,613.59
255-43200.250 UNEMPLOYMENT INSURANCE	175.00	506.67	-331.67	289.53%	147.53
<b>Total WWTF BENEFITS</b>	<b>224,520.00</b>	<b>175,351.21</b>	<b>49,168.79</b>	<b>78.10%</b>	<b>16,520.23</b>
255-43200.320 LEGAL SERVICES	4,000.00	695.00	3,305.00	17.38%	0.00
255-43200.330 OTHER PROFESSIONAL SERVIC	4,000.00	3,549.34	450.66	88.73%	1,360.00

WASTEWATER FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
255-43200.335 AUDIT	4,400.00	5,440.50	-1,040.50	123.65%	648.00
255-43200.410 WATER AND SEWER CHARGE	3,500.00	6,689.47	-3,189.47	191.13%	2,896.59
255-43200.432 VEHICLE MAINTENANCE	4,000.00	640.82	3,359.18	16.02%	-162.00
255-43200.442 Rental of Equipment	0.00	890.37	-890.37	100.00%	57.87
255-43200.491 CONTRACTUAL SERVICES	61,430.00	47,633.80	13,796.20	77.54%	15,691.50
255-43200.500 TRAINING, CONFERENCES, DU	7,500.00	7,691.92	-191.92	102.56%	694.00
255-43200.521 LIABILITY & PROPERTY INS.	30,221.00	36,729.38	-6,508.38	121.54%	0.00
255-43200.535 TELEPHONE SERVICES	6,000.00	4,151.04	1,848.96	69.18%	642.93
255-43200.565 GRIT DISPOSAL	14,980.00	9,520.15	5,459.85	63.55%	1,025.83
255-43200.567 SLUDGE PROCESSING	150,000.00	75,418.03	74,581.97	50.28%	0.00
255-43200.568 SLUDGE MANAGEMENT	170,000.00	44,072.33	125,927.67	25.92%	10,198.79
255-43200.569 WWTF ANNUAL PERMIT FEE	9,900.00	0.00	9,900.00	0.00%	0.00
255-43200.570 MAINTENANCE OTHER	130,000.00	116,459.01	13,540.99	89.58%	18,564.62
255-43200.577 CONTRACT LABORATORY SERVI	22,000.00	9,368.00	12,632.00	42.58%	135.00
255-43200.610 SUPPLIES	8,500.00	9,629.33	-1,129.33	113.29%	3,982.66
255-43200.612 UNIFORMS,BOOTS,ETC	5,500.00	2,084.25	3,415.75	37.90%	0.00
255-43200.618 SUPPLIES - LABORATORY	18,000.00	12,587.84	5,412.16	69.93%	1,231.96
255-43200.619 CHEMICALS	330,000.00	236,676.91	93,323.09	71.72%	35,651.13
255-43200.622 ELECTRICAL SERVICE	150,000.00	115,799.61	34,200.39	77.20%	14,721.70
255-43200.623 HEATING/NATURAL GAS	25,000.00	11,308.39	13,691.61	45.23%	2,229.52
255-43200.626 GAS,GREASE AND OIL	4,500.00	1,407.98	3,092.02	31.29%	170.50
255-43200.742 TRANS TO CAPITAL RESERVE	380,000.00	285,000.00	95,000.00	75.00%	95,000.00
<b>Total GENERAL EXPENSES</b>	<b>2,187,312.00</b>	<b>1,500,458.10</b>	<b>686,853.90</b>	<b>68.60%</b>	<b>253,170.32</b>
<b>255-433 CAPITAL PROJECTS/EXPENSES</b>					
255-43330.001 RZEDB Interest	0.00	41,077.06	-41,077.06	100.00%	20,112.87
255-43330.002 DIGESTER CLEANING	0.00	5,570.80	-5,570.80	100.00%	0.00
255-43330.003 WWTF REFUBISH	0.00	9,374.35	-9,374.35	100.00%	8,593.28
255-43330.011 HEADWORKS SCREEN	0.00	497.00	-497.00	100.00%	0.00
255-43330.012 ALKALINITY CNTRL INSTALLA	0.00	1,163.85	-1,163.85	100.00%	0.00
255-43330.014 VPIC Phase II Pilot Scale	0.00	9,538.20	-9,538.20	100.00%	2,690.13
255-43330.015 Primary Digester Block Re	0.00	53,169.55	-53,169.55	100.00%	0.00
255-43330.016 Flow EQ Digester Reseal	0.00	-23,881.60	23,881.60	100.00%	0.00
255-43330.017 Vt Phos Challenge PePhlo	50,000.00	8,029.94	41,970.06	16.06%	5,558.00
255-43330.018 Energy Conservation Measu	80,000.00	4,706.67	75,293.33	5.88%	3,001.56
255-43330.019 Locker Room AC Expansion	9,000.00	12,004.22	-3,004.22	133.38%	0.00
255-43330.020 Effluent Filter Cloths	40,000.00	74.00	39,926.00	0.19%	0.00
255-43330.021 Aeration Blower Core repl	0.00	19,271.77	-19,271.77	100.00%	0.00
255-43330.022 Pump Station Odor Control	0.00	175.48	-175.48	100.00%	175.48
255-43331.004 Plow Truck (With crane)	55,000.00	40,364.22	14,635.78	73.39%	0.00
255-43331.005 Site Utility Vehicle	15,000.00	22,891.81	-7,891.81	152.61%	0.00
<b>Total CAPITAL PROJECTS/EXPENSES</b>	<b>249,000.00</b>	<b>204,027.32</b>	<b>44,972.68</b>	<b>81.94%</b>	<b>40,131.32</b>
<b>255-434 NON-OPERATING EXPENSES</b>					
<b>Total NON-OPERATING EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>
<b>Total EXPENSES</b>	<b>2,436,312.00</b>	<b>1,704,485.42</b>	<b>731,826.58</b>	<b>69.96%</b>	<b>293,301.64</b>

WASTEWATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total Expenditures</b>	<b>2,436,312.00</b>	<b>1,704,485.42</b>	<b>731,826.58</b>	<b>69.96%</b>	<b>293,301.64</b>
<b>Total WASTEWATER FUND</b>	<b>-249,000.00</b>	<b>1,008,685.28</b>	<b>-759,685.28</b>	<b>-405.09%</b>	<b>96,841.04</b>
<b>256-3 REVENUE</b>					
<b>256-33 INTERGOVERNMENTAL REVENUE</b>					
256-33900.000 ESSEX PUMP STATION FEES	28,750.00	70,816.55	-42,066.55	246.32%	0.00
256-33900.001 PARTY AGREEMNT REV	15,000.00	7,500.00	7,500.00	50.00%	0.00
<b>Total INTERGOVERNMENTAL REVENUE</b>	<b>43,750.00</b>	<b>78,316.55</b>	<b>-34,566.55</b>	<b>179.01%</b>	<b>0.00</b>
<b>256-34 OPERATING REVENUE</b>					
256-34402.000 INTEREST EARNINGS	1,000.00	4,558.24	-3,558.24	455.82%	0.00
256-34403.000 MISC. - UNCLASSIFIED RECE	3,000.00	0.00	3,000.00	0.00%	0.00
<b>256-348 USER CHARGES</b>					
256-34801.000 ANNUAL CUSTOMER CHARGE	672,048.00	566,215.05	105,832.95	84.25%	197,005.35
256-34811.000 ANNUAL CUSTOMER CHARGE -	2,500.00	1,595.41	904.59	63.82%	-306.44
256-34821.000 HOOK ON FEES	30,000.00	107,100.00	-77,100.00	357.00%	3,000.00
<b>Total USER CHARGES</b>	<b>704,548.00</b>	<b>674,910.46</b>	<b>29,637.54</b>	<b>95.79%</b>	<b>199,698.91</b>
<b>Total OPERATING REVENUE</b>	<b>708,548.00</b>	<b>679,468.70</b>	<b>29,079.30</b>	<b>95.90%</b>	<b>199,698.91</b>
<b>256-39 NON OPERATING REVENUE</b>					
256-39000.001 CURRENT YR CONTRIBUTION I	0.00	71,250.00	-71,250.00	100.00%	23,750.00
256-39000.004 VAC TRUCK RENTAL	0.00	11,964.00	-11,964.00	100.00%	0.00
256-39200.001 WWTF CAPACITY SALE REVENU	0.00	100,000.00	-100,000.00	100.00%	0.00
256-39510.000 Misc. Grants	0.00	5,388.70	-5,388.70	100.00%	0.00
<b>Total NON OPERATING REVENUE</b>	<b>0.00</b>	<b>188,602.70</b>	<b>-188,602.70</b>	<b>100.00%</b>	<b>23,750.00</b>
<b>Total REVENUE</b>	<b>752,298.00</b>	<b>946,387.95</b>	<b>-194,089.95</b>	<b>125.80%</b>	<b>223,448.91</b>
<b>Total Revenues</b>	<b>752,298.00</b>	<b>946,387.95</b>	<b>-194,089.95</b>	<b>125.80%</b>	<b>223,448.91</b>
<b>256-43 EXPENSES</b>					
<b>256-432 OPERATING EXPENSES</b>					
<b>256-43200.1 SANITATION SALARIES</b>					
256-43200.110 SALARIES REGULAR	108,563.00	77,893.57	30,669.43	71.75%	8,564.16
256-43200.130 SALARIES OVERTIME	15,000.00	7,658.97	7,341.03	51.06%	435.80
256-43200.140 SALARIES PART TIME	9,564.00	2,442.21	7,121.79	25.54%	278.43
<b>Total SANITATION SALARIES</b>	<b>133,127.00</b>	<b>87,994.75</b>	<b>45,132.25</b>	<b>66.10%</b>	<b>9,278.39</b>
<b>256-43200.2 SANITATION BENEFITS</b>					
256-43200.210 HEALTH INS & OTHER BENEFIT	55,470.00	41,221.69	14,248.31	74.31%	4,188.30
256-43200.220 SOCIAL SECURITY	10,184.00	6,778.64	3,405.36	66.56%	710.19

SANITATION FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
256-43200.226 WORKERS COMP INSURANCE	9,400.00	4,918.79	4,481.21	52.33%	0.00
256-43200.230 RETIREMENT	10,858.00	7,829.06	3,028.94	72.10%	835.58
256-43200.250 UNEMPLOYMENT INSURANCE	85.00	246.09	-161.09	289.52%	71.66
<b>Total SANITATION BENEFITS</b>	<b>85,997.00</b>	<b>60,994.27</b>	<b>25,002.73</b>	<b>70.93%</b>	<b>5,805.73</b>
256-43200.330 OTHER PROFESSIONAL SERVIC	1,000.00	108.74	891.26	10.87%	0.00
256-43200.335 AUDIT	2,000.00	2,394.25	-394.25	119.71%	288.00
256-43200.340 COMPUTER EXPENSES	5,350.00	1,941.83	3,408.17	36.30%	0.00
256-43200.410 WATER AND SEWER CHARGE	500.00	275.80	224.20	55.16%	110.32
256-43200.430 SANITATION LINES MAINTENA	6,000.00	5,434.72	565.28	90.58%	34.72
256-43200.432 VEHICLE MAINTENANCE	0.00	7,334.16	-7,334.16	100.00%	0.00
256-43200.434 PUMP STATION MAINTENANCE	14,000.00	6,932.78	7,067.22	49.52%	1,503.46
256-43200.436 SANIT. LINE BACK-UP CLEAN	1,000.00	0.00	1,000.00	0.00%	0.00
256-43200.441 RIGHT OF WAY AGREEMENTS	1,700.00	1,911.07	-211.07	112.42%	0.00
256-43200.491 CONTRACTUAL SERVICES	154,860.00	118,149.00	36,711.00	76.29%	39,383.00
256-43200.500 TRAINING, CONFERENCES, DU	200.00	0.00	200.00	0.00%	0.00
256-43200.521 LIABILITY & PROPERTY INS.	6,014.00	6,430.08	-416.08	106.92%	0.00
256-43200.536 POSTAGE	5,500.00	5,676.87	-176.87	103.22%	2,022.58
256-43200.550 PRINTING AND ADVERTISING	1,500.00	0.00	1,500.00	0.00%	0.00
256-43200.570 MAINTENANCE OTHER	2,000.00	2,243.59	-243.59	112.18%	0.00
256-43200.610 SUPPLIES	1,000.00	773.20	226.80	77.32%	517.67
256-43200.612 UNIFORMS,BOOTS,ETC	1,500.00	211.96	1,288.04	14.13%	0.00
256-43200.622 ELECTRICAL SERVICE	14,000.00	6,448.63	7,551.37	46.06%	1,270.70
256-43200.623 HEATING/NATURAL GAS	1,800.00	612.25	1,187.75	34.01%	149.74
256-43200.626 GAS,GREASE AND OIL	4,000.00	1,590.50	2,409.50	39.76%	147.43
256-43200.742 TRANS TO CAPITAL RESERVE	95,000.00	71,250.00	23,750.00	75.00%	23,750.00
256-43200.891 CAPITAL OUTLAY	5,000.00	0.00	5,000.00	0.00%	0.00
<b>256-43220 ESSEX PS COSTS</b>					
256-43220.001 SUSIE WILSON PS COSTS	12,000.00	11,859.17	140.83	98.83%	721.11
256-43220.002 WEST ST PS COSTS	13,000.00	13,140.59	-140.59	101.08%	913.90
<b>Total ESSEX PS COSTS</b>	<b>25,000.00</b>	<b>24,999.76</b>	<b>0.24</b>	<b>100.00%</b>	<b>1,635.01</b>
<b>Total OPERATING EXPENSES</b>	<b>568,048.00</b>	<b>413,708.21</b>	<b>154,339.79</b>	<b>72.83%</b>	<b>85,896.75</b>
<b>256-433 CAPITAL PROJECTS/EXPENSE</b>					
256-43330.002 METER REPLACEMENT PROGRAM	0.00	25,293.36	-25,293.36	100.00%	432.18
256-43330.004 MANHOLE REHAB (INFILT REP	40,000.00	0.00	40,000.00	0.00%	0.00
256-43330.011 West St Control Cabinet	0.00	27,700.43	-27,700.43	100.00%	0.00
256-43330.012 SW St PS Control Cabinet	0.00	27,700.42	-27,700.42	100.00%	0.00
<b>Total CAPITAL PROJECTS/EXPENSE</b>	<b>40,000.00</b>	<b>80,694.21</b>	<b>-40,694.21</b>	<b>201.74%</b>	<b>432.18</b>
<b>256-434 NON OPERATING EXPENSES</b>					
256-43455.001 TRANS TO WWTF FOR DEBT PY	0.00	222,902.18	-222,902.18	100.00%	0.00
<b>Total NON OPERATING EXPENSES</b>	<b>0.00</b>	<b>222,902.18</b>	<b>-222,902.18</b>	<b>100.00%</b>	<b>0.00</b>
<b>Total EXPENSES</b>	<b>608,048.00</b>	<b>717,304.60</b>	<b>-109,256.60</b>	<b>117.97%</b>	<b>86,328.93</b>

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
<b>Total Expenditures</b>	<b>608,048.00</b>	<b>717,304.60</b>	<b>-109,256.60</b>	<b>117.97%</b>	<b>86,328.93</b>
<b>Total SANITATION FUND</b>	<b>144,250.00</b>	<b>229,083.35</b>	<b>-373,333.35</b>	<b>158.81%</b>	<b>137,119.98</b>
<b>Total All Funds</b>	<b>-325,398.00</b>	<b>615,870.66</b>	<b>-290,472.66</b>	<b>-189.27%</b>	<b>144,498.05</b>



# ECJC Newsletter

## Spring 2021

"...because crime hurts, justice should heal."  
- John Braithwaite

### NATIONAL VOLUNTEER WEEK IS APRIL 18TH - 25TH 2021

Dear Essex CJC Volunteers,

At this time last year the pandemic was still relatively new to us. Our office had closed to visitors and our panel and CoSA meetings had begun meeting via Zoom. In our community, schools were closed, people were losing jobs and Vermont's unemployment website crashed, there were start-up mask sewing enterprises everywhere, virtual social gatherings were becoming more popular, the National Guard was distributing MREs, we all had learned what PPE stood for, there was toilet paper hoarding, and there were debates about who should be seen as an essential worker.

*A Heartfelt Thank You*  
**TO ALL OF OUR  
AMAZING VOLUNTEERS!**  
We couldn't do it without you!

At this time last year we already missed seeing all of you in person. So now we REALLY miss seeing you in person (but we can find toilet paper in the stores).

Thank you for sticking with us during this challenging year, as a CoSA volunteer, a panel volunteer, a Community Advisory Board member, or a cheerleader. Restorative Justice is based on the idea that healing relationships addresses harm. And you did this work at a time when creating, maintaining and repairing relationships was made harder for everyone. You remained a part of the team as many of you dealt with considerable added changes and stressors in your own lives. Some of the CJC staff and volunteers needed to stop, to step back or take breaks to care for themselves or others, but we were delighted that everyone expressed an interest in coming back. Your commitment to Restorative Justice has meant the Essex CJC can keep going even as so many around us struggled to keep going. You already know you are our workforce. Thank you for also being our support and inspiration this past year. We are so grateful to all of you.

We hope we can see more of you in person soon.

Happy Volunteer Week!

# What Work at the Essex Community Justice Center Has Looked Like The Past Year!!!

Staff Meetings on Zoom



Community Advisory Board Meetings on Zoom

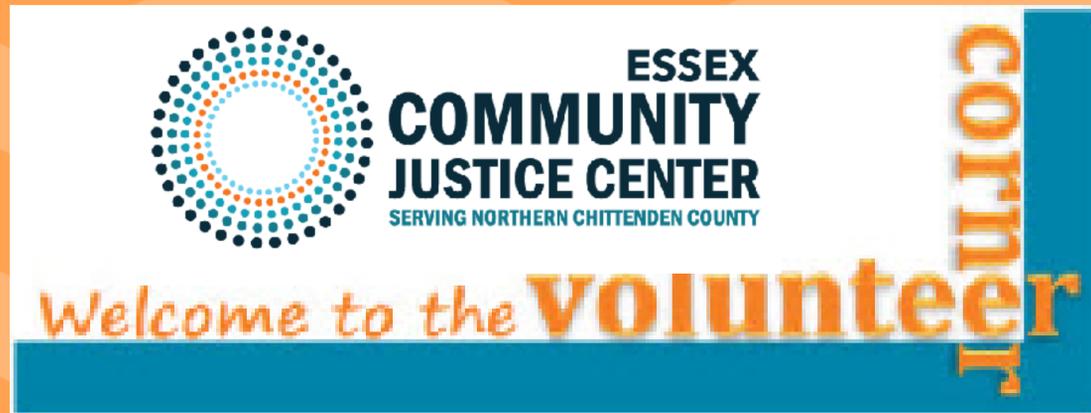


Volunteer Gatherings on Zoom

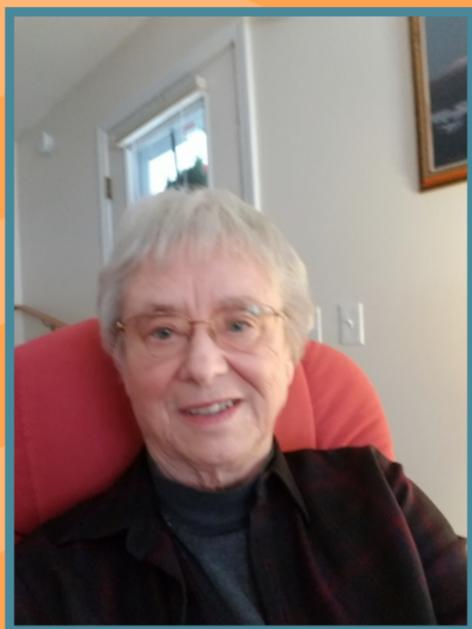


**Please Help Us Welcome Our New and Newish Volunteers!**

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



**Chris Hosmer - Colchester Panel Volunteer**



**Sally Jablonski - CoSA Volunteer**

Sally grew up in Battle Creek, MI. She has outlived 2 great husbands, has a son in CA, a daughter in Iowa City, a daughter here who is a case manager at UVMCMC, eight grandchildren, and a great granddaughter, Amilie, who lives in Tokyo. She owns a condo near Ft. Ethan Allen, belongs to Essex Center UMC and finds volunteering satisfying. She is a former teacher and the last ten years of her career was the guidance counselor at Hinesburg Elementary.

**Brooke Stellman - CoSA Volunteer**

Brooke Stellman is a senior at UVM studying political science. She is interested in getting involved in her community, environmentalism, and racial justice.



**Angela King - Milton Panel Volunteer**

Angela grew up in Colchester VT and has been living in Milton for over 20 years. She is currently employed at Milton High School as the Service Learning Coordinator in addition to investigating behavior related to hazing, harassment and bullying. Prior to this position, she worked as a Spanish teacher for 19 years.

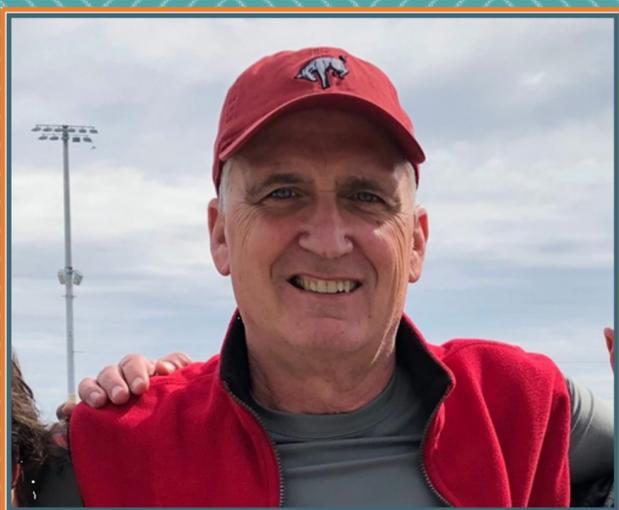
Her role at Milton has provided her with the opportunity to use and implement restorative practices with both students and colleagues. She is a member of various professional learning communities dedicated to supporting restorative practices throughout the district. In her spare time, she enjoys traveling and recreating outdoors year-round with her family and friends.

## Josef Lavanway - CoSA and Panel Volunteer

Josef is a graduate student in the Program of Clinical Mental Health at Northern Vermont University. Josef also enjoys doing landscaping in which he has had a career for 15 years. He is excited about the opportunity to expand his engagement at the CJC, build upon his volunteer experience and engage in new career opportunities associated with his Masters degree . Josef has a passion for the outdoors and he can often be found out in Vermont's beautiful landscapes either fishing, hiking, biking, boating or walking his dogs.



## Joe Teegarden - CoSA Volunteer



Joe is a professional school administrator and believes that strongly in public school education. This is his 3rd year at Center for Technology, Essex and his 40th year in school education. Joe was the 2015 Career and Technical Education Director of the Year for the state of Vermont. He loves science and majored in chemistry at Indiana University where he also earned his teaching credential, Master of Education degree, and his Educational Specialist degree. Joe is excited to be volunteering his time at the Essex Community Justice Center.



## **VOLUNTEER SPOTLIGHT**

Please join us in congratulating our very own Justin Pinard, Panel Volunteer in Colchester and Milton, who was awarded **2021 New School Counselor of the Year** by the VT School Counselor Association (VSCA)!!!! Justin is a school counselor at Enosburg Falls Middle School and has been a volunteer at the CJC for a year and 8 months!



VERMONT  
SCHOOL  
COUNSELOR  
ASSOCIATION

# FAREWELL AND GOOD LUCK!

In addition to welcoming new volunteers and congratulating current volunteers, we also say goodbye to some amazing members of the ECJC Team. Thank you all for your time at the CJC and we wish you the best in the next chapters of your lives!!

## **Dottie Watson - Panel Volunteer**

After just over 3 years with the Essex CJC, Dottie Watson, decided to step down from volunteering on Panels. Dottie's path to the CJC was extraordinary in that she was the victim of a very serious crime that was referred to the CJC. While opposed to the idea at first, Dottie ended up participating in a restorative process with the person who harmed her. She later went on to describe that experience as transformational in her life. She decided to become a volunteer after the experience. Dottie also began to tell her story on a panel at the VT Center for Crime Victim Service's Victim Assistance Academy each year. This picture was taken at the Annual Crime Victim's Rights Week Service Awards Ceremony, where she was awarded as Victim Survivor Activist in 2019. We miss Dottie terribly but are super psyched for her next adventure when she moves to Montana!!!



## **Sam Stanley - UVM BSW Intern**

Sam will be graduating from UVM in May!! Her last day with the CJC will be 5/6/21. Here is what Susanna has to say about Sam.

I would like to thank Sam for her work with the CJC at the weirdest time for an internship ever. While she was able to come to the office at the beginning of the internship, she spent the bulk of her time working remotely. So she missed out on the back-and-forth office banter that creates relationships and provides information that is context for the work. She missed in-person meetings without audio cutting out. She missed random in-person lunches with her colleagues. She missed months of clearing paper jams in the copier or being asked to organize the storage closet. (Ok, it wasn't all bad.)

Through all of that, Sam provided excellent support to the organization. Her ability to see the strengths of the people she worked with and find ways to help them through the process was a joy to witness. And through our discussions of her analysis of the systemic challenges she saw in the work, I may have learned more than she did. I am thankful for that learning.

Sam is now off to find a social work job in California. We wish her all the best in her next step. And if any of you have any Sacramento social work contacts and want to support Sam in finding that next step, give her a shout. I know she will do well wherever she lands.



**Kaity Tuohy - Restorative Justice Specialist**

Please join Karen, and the rest of the staff at the ECJC, in wishing Kaity a bittersweet goodbye as she leaves the us on 5/24/21 to head to Colorado where she will **earn her Master's Degree in Social Work while also going to Law School!**

Kaity has been with us for the past two years, first as a social work intern and then serving in a variety of roles with the latest covering Karen's leave of absence. It has been inspiring to see Kaity take her career from classwork to in-the-field problem-solving and now full program coordination. Kaity has brought tremendous dedication, perspective and capacity to the ECJC. We will miss Kaity's welcoming energy, thoughtful questions, and can-do attitude and at the same time, we know that Colorado will also benefit from her gifts and we are excited for the professional achievements she will make for all of us after she earns her degrees.

Kaity, thank you for all that you have brought to the ECJC and please keep us posted on your journey! – Karen and the entire ECJC Staff



# Restorative Justice Panel Highlights

The biggest trend in Panels that we are seeing since COVID is close to a **60%** increase in the numbers of referrals we're receiving from Law Enforcement and the State's Attorney's office! The increase has been a result of the Courts being closed and Chittenden County State's Attorney, Sarah George, deciding to send more case to the CJC rather than wait for the Courts to re-open. This also means that we are seeing a wider range of crimes and and more serious crimes than we have seen in the past. The chart to the right includes all of the crimes we are working with this fiscal year.

DIRECT REFERRAL CRIMES THE ESSEX CJC IS WORKING WITH	
Attempting to Elude	Larceny / Grand Larceny
Assault on Protected Professional	LSA
Bad Checks	Negligent Operation
Burglary	Operation w/o owner's consent
Careless & Negligent	Petit Larceny
Credit Card Fraud	Possession of Drug
Disorderly Conduct	Possession of Stolen Property
Disseminating Indecent Material	Possession of Weapon at School
DLS	Prohibition of Fireworks
Domestic Assault (non-IPV)	Receiving Stolen Property
Eluding Police	Retail Theft
Excessive Speed	Simple Assault
False Information to Police Officer (FIPO)	Simple Assault by Mutual Affray
False Pretense	Traffic Offense
False Reports	Trespassing
Hate Motivated Crime	Unlawful Mischief
Home Improvement Fraud	Unlawful Trespass
Identity Theft	Violation of Stalking Order (Neighbor Dispute)

## Essex Panels

- The number of pre-charge cases we receive in Essex continues to increase over time. This is partially due to the States Attorney's Office sending us cases rather than taking them for prosecution. 31 percent of our pre-charge cases have been kicked back by the States Attorney's Office.
- The Essex panels continue to see some higher level cases. Right now we are working with one case involving the crime of Aggravated Assault with a Deadly Weapon, and another where the listed crime is Grand Larceny.
- The average age of the Responsible Party in pre-charge cases continues to rise over time. For years the average age of pre-charge referrals was under 18. In fiscal year 2019, the average inched up to the age 21. In Fiscal year 2020 the age was 27. So far this year the average age is 29.
- It has been harder for Responsible Parties to find short-term community service activities. We theorize that this relates to the myriad ways COVID has impacted our communities. These changes include: special fund-raising events are not taking place in person, many non-profit groups have moved to remote work so supervision of volunteers is less possible, and many organizations that support people with basic needs have received a lot of support from community members who can offer longer-term commitments. We are less likely to suggest that a Responsible Party put community service in the Restorative Justice Panel Agreements. Additionally, Responsible Parties are concerned about their own exposure to the virus while interacting with other people.
- There were 19 different crime types referred to Essex from all of our referral sources. Unlawful Mischief it the crime that was referred to the Essex CJC most often.
- The use of Zoom continues to bring a number of new challenges to panel work. Some of the people we work with do not have access to a computer or smart phone with video capacity. Some panel participants are not familiar with video conferencing and need support to use the technology. Some staff, volunteers and panel participants struggle with unstable internet connections

## Colchester and Milton Panels

Transition has been the name of the game in Colchester and Milton panels. The past several months have shown the adaptability and genuine skill that volunteers hold in our panels as the number and complexity of referrals never slowed. The following shifts created hurdles to navigate in 2020 but the end result is a dedicated and focused set of panels for 2021.

- In December, Dottie Watson stepped down as a volunteer to have more time with family. Dottie's experience as an Affected Party in panel prior to becoming a volunteer was an invaluable voice and perspective in the work. We wish Dottie all the best with her family and will leave the door open in case she is ever able to return.
- With Dottie's departure, we had two panel spots to fill in addition to the spots that were already vacant. Fortunately, we had a number of volunteers in the wings. Pat Hechmer, who lives in Westford, joined one of our Milton panels. And Helen Wagner, who moved away a few years ago, is back (via Zoom) and taking a spot on a Colchester panel.
- Additionally, three new volunteers completed their training in January and are set to start in regular panel slots. Please welcome Chris Hosmer to Colchester Panels and Angela King and Carol Cushing to Milton Panels.
- Then to top off the transitions, Karen started her leave of absence in January and Kaity is now coordinating all Colchester and Milton panels until she returns in June. Fortunately, Kaity has a wealth of experience with the panels from her experience as an intern and employee of the CJC for the past year and a half.

Karen



By Sam Stanley

My favorite part of being an intern at the Essex Community Justice Center has been volunteering on Panels. This is what I enjoy the most because I really appreciate being able to connect with community members and give them space to talk and work through something that most of the time, greatly impacted them. Eventually I want to become a clinical social worker, working with populations of people affected by the criminal justice and carceral system. Something I want to bring to my future work is the idea that everyone is complex and that clients are experiencing oppressive systems on an individual level. For example, many participants have a charge of theft while they are struggling to afford food and stealing was their solution to that problem at the time. Lack of access to food can be a result of so many system failures, especially capitalism. Communicating with individuals who have been referred to us is such a learning experience for me. I am able to see such great strengths in our participant's; despite life's difficult circumstances and systemic injustices that impact all of us in different ways. Interning here makes me value and even seek out complexity, as I think Restorative Justice aims to do. Complicating society's understanding of people is imperative. We are not just one thing, our identity is a culmination of our experiences, values, and so much more. Even among the terms "affected party" and "responsible party," there are so many nuances and contexts. One of my goals for each panel is to further complicate each label of "affected party" and "responsible party" as we are all not just one or the other but are living flawed powerful and complex human beings.

# Reentry and CoSA Highlights

We are "Zoom"ing along in our CoSAs. We had a record 3 CoSA referrals in a 7-day period over the end of 2020 and beginning of 2021! In February and March there were a few that ended, so things were slower for a few weeks and now the referrals are pouring in again! I now have 4 CoSA referrals that needs teams—2 now and 2 before June. Good thing I like being busy. As 3 CoSAs ended, the snow was disappearing, and now that the flowers are popping up, I have 3 active and 1 ending by the end of the month.

As mentioned in the Fall, we had a CoSA Core Member transfer mid-CoSA from St. J to Winooski and I am happy to report that it was a successful transition. The individual found employment and successfully completed in March.

Last October marked my first successful CoSA Core Member completion followed by a second successful completion in November. As Zooming is our recent theme, I'll soon have the 5th completion. I'll stop counting now because my head is spinning. The New Year has been a little crazy—who would have thought we'd still be working from home with the Pandemic continuing?! I am happy to report that some of the individuals reentering I have helped get jobs in the last few months, some have developed friendships through work, and earned back Drivers Licenses.

Looking forward to a busy and hopefully in-person summer. I really want to say THANK YOU so very much to all of the volunteers and your dedication! We truly could not make even a fraction of the impact without YOU!!! You are the superstars and you are appreciated for your time that you give us.

Kristina



A CoSA Team celebrating a core member's graduation from the program - masked, distanced and outside last Fall!!!g

## V.I.E.W. Update – Voices for Inclusion in Essex in Westford

In order to achieve the essence of community, the voices from every race, religion, socioeconomic group, and marginalized set of folks need to be heard. The Voices for Inclusion in Essex and Westford (VIEW) is a growing group of diverse community members who are working to create events and opportunities for Essex and Westford residents that allow for these outlying voices to be heard and understood. VIEW wants to strengthen our community by looking at it through the various lenses of people we live and work with. VIEW is co-facilitated by the Essex Community Justice Center and staff from EWSD.

VIEW held an LGBTQI+ storytelling event in the fall that was a big success. Over 50 community members came out to Maple Street Park, with masks and socially distanced, to hear stories of joy, challenge, and connection.



There is interest growing in the work of VIEW and after a COVID related pause in activity, there is much planning underway. A recent Orientation was held that brought on 3 new members! Another orientation is scheduled for Monday, May 10th at 5:30pm. If you are interested in learning more about VIEW and would like to attend the next orientation contact Michelle Teegarden at [mteegarden@essex.org](mailto:mteegarden@essex.org) or (802)876-6797.

As a way to solidify the work of the group, a sub-committee is exploring the potential for VIEW to become it's own entity. In the meantime, the community group is meeting monthly, with facilitation assistance from the CJC, to engage Essex and Westford around topics of diversity and equity.

Essex Community  
Justice Center Staff

**Karen Dolan**

Colchester/Milton Panel  
Coordinator

**Jill Evans**

Director

**Kristina Nunn**

Restorative Reentry  
Coordinator

**Michelle Teegarden**

Restorative Justice  
Specialist

**Kaity Tuohy**

Restorative Justice  
Specialist

**Susanna Weller**

Essex Panel Coordinator



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

[www.essexcjc.org](http://www.essexcjc.org)

Like us on Facebook  
<https://www.facebook.com/Essex-Community-Justice-Center-173196699551434/>

**Vision:**

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

**Mission:**

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

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

**Values:**

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

# MEETING SCHEDULES

04/23/2021

<b>TOWN SELECTBOARD MEETINGS</b> 	<b>VILLAGE TRUSTEES MEETINGS</b> 
April 14, 2021—6:30 PM	VB Regular -- Darby
April 19, 2021—6:30 PM	SB Regular -- Amy
April 27, 2021—6:30 PM	VB Regular – Cathy
May 3, 2021—6:30 PM	SB Regular -- Amy
May 11, 2021—6:30 PM	VB Regular –Cathy
May 17, 2021 – 6:30 PM	SB Regular -- Amy
May 25, 2021 – 6:30 PM	VB Regular—Cathy
June 7, 2021 – 6:30 PM	SB Regular -- Darby
June 8, 2021 – 6:30 PM	VB Regular -- Amy
June 21, 2021 – 6:30 PM	SB Regular –Cathy
June 22, 2021 – 6:30 PM	VB Regular -- Darby
July 12, 2021 – 6:30 PM	SB Regular -- Cathy
July 13, 2021 – 6:30 PM	VB Regular -- Amy
August 2, 2021—6:30 PM	SB Regular -- Darby
August 10, 2021—6:30 PM	VB Regular -- Amy
August 17, 2021—6:30 PM	SB Regular – Cathy
August 24, 2021—6:30 PM	VB Regular -- Amy
September 13, 2021—6:30 PM	SB Regular -- Cathy
September 14, 2021—6:30 PM	VB Regular – Darby
October 4, 2021—6:30 PM	SB Regular – Darby
October 12, 2021—6:30 PM	VB Regular --
October 18, 2021—6:30 PM	SB Regular --
October 26, 2021—6:30 PM	VB Regular --
November 1, 2021—6:30 PM	SB Regular
November 2, 2021 – 8:30 AM	VB All day budget workshop – Darby
November 9, 2021 – 8:00 AM	SB All day budget workshop --
November 9, 2021—6:30 PM	VB Regular – Cathy
November 15, 2021—6:30 PM	SB Regular -- Darby

<b>November 23, 2021—6:30 PM</b>	VB Regular – Darby
<b>December 6, 2021—6:30 PM</b>	SB Regular -- Cathy
<b>December 14, 2021—6:30 PM</b>	VB Regular -- Amy
<b>December 20, 2021—6:30 PM</b>	SB Regular – Cathy
<b>December 21, 2021—6:30 PM</b>	VB Regular
<b>January 3, 2022—6:30 PM</b>	SB Regular -- Amy
<b>January 11, 2022—6:30 PM</b>	VB Regular – Darby
<b>January 18, 2022—6:30 PM</b>	SB Regular
<b>January 25, 2022—6:30 PM</b>	VB Regular -- Cathy
<b>February 7, 2022—6:30 PM</b>	SB Regular
<b>February 8, 2022—6:30 PM</b>	VB Regular
<b>February 22, 2022—6:30 PM</b>	VB Regular -- Cathy
<b>February 23, 2022—6:30 PM</b>	SB Regular meeting
<b>February 28, 2022—6:30 PM</b>	Town Informational hearing
<b>March 7, 2022—6:30 PM</b>	SB Regular
<b>March 8, 2022—6:30 PM</b>	VB Regular
<b>March 21, 2022—6:30 PM</b>	SB Regular
<b>March 22, 2022—6:30 PM</b>	VB Regular -- Cathy
<b>April 4, 2022—6:30 PM</b>	SB Regular
<b>April 6, 2022 – 7:00 PM</b>	Village Informational hearing -- Cathy
<b>April 13, 2022—6:30 PM</b>	VB Regular