



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

Online & 2 Lincoln St.
Essex Junction, VT 05452
Tuesday, August 10, 2021
6:30 PM

E-mail: manager@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6951

This meeting will be held both remotely and in person. Available options to watch or join the meeting:

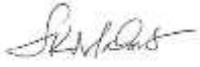
- **WATCH:** the meeting will be live-streamed on [Town Meeting TV](#).
- **JOIN ONLINE:** [Join Microsoft Teams Meeting](#). Depending on your browser, you may need to call in for audio (below).
- **JOIN CALLING:** Join via conference call (*audio only*): (802) 377-3784 | Conference ID: 916 638 863#
- **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/TURN OFF VIDEO:** 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. Work Session on Essex Junction Independence Initiative
 - b. Discussion with Police Chief about incident on Pearl Street
 - c. Discussion of Draft Public Nuisance Ordinance including Trash Hauling
 - d. Consider making Bike Walk Advisory Committee a 7-member committee
 - e. *Discussion of a legal matter
6. **CONSENT ITEMS**
 - a. Consider a purchasing policy waiver and issue professional engineering services for Brickyard Rd culvert crossing
 - b. Consider approval of letter to State of Vermont Agency of Commerce and Community Development’s Downtown Development Board re: the possible transfer of Essex Junction’s Village Center and Neighborhood Development Area designations to the new City of Essex Junction municipal corporation
 - c. Consider approval of CVE banner applications over Vermont Route 2A
 - d. Approve minutes: July 19, 2021 – Joint; July 27, 2021
 - e. Approve Check Warrant #17261 – 7/23/21; #17262 – 7/30/21; #17894 – 8/6/21
7. **READING FILE**
 - a. Board member comments
 - b. Letter from High Speed Rail Alliance re: passenger rail infrastructure
 - c. Letter from Aaron Martin re: Zoning Board Resignation
 - d. Email from Lou Ann Pioli re: Senior Center
 - e. VHFA Awards Federal and State tax credits
 - f. Memo from Sarah Macy re: Planning for Fiscal Year 2023 budget
 - g. Memo from Robin Pierce re: Village Center Development
 - h. Brownell Library hours update
 - i. Groundwater Monitoring Compliance Points from Waite Heindel
 - j. Email from Andy Champagne re: Racism in Essex
 - k. Upcoming meeting schedule
8. **EXECUTIVE SESSION**
 - a. *An executive session is anticipated to discuss a pending or probable civil litigation.

9. **ADJOURN**

Members of the public are encouraged to speak during the Public to Be Heard agenda item, during a Public Hearing, or, when recognized by the Chair or President, during consideration of a specific agenda item. The public will not be permitted to participate when a motion is being discussed except when specifically requested by the Chair or President. This agenda is available in alternative formats upon request. Meetings, like all programs and activities of the Village of Essex Junction and the Town of Essex, are accessible to people with disabilities. For information on accessibility or this agenda, call the Unified Manager's office at 878-1341 TTY: 7-1-1 or (800) 253-0191.

Certification: 8/6/2021

A handwritten signature in black ink, appearing to be 'S. White', written over a horizontal line.

Memo

To: Village Trustees

From: Brad Luck, Director, EJRP

Date: August 4, 2021

Re: August 10 Work Session: Essex Junction Independence

Essex Junction Independence

Goal

To create an independent Essex Junction, ensuring that it: has a foundation that provides for economic and political stability, reflects the Village character, has opportunity for growth, and looks towards the future.

How we will get there

This will be a Village led process that is future-oriented. We will steer clear of distractions and act with civility, transparency, and deliberateness. The Trustees will work to develop consensus and speak with a consistent voice. We will engage with, bring together, seek input from, and work to inform our community. We will work with the Selectboard and maintain a healthy relationship with our neighbors in the Town.

Tonight, we will be discussing:

- A. Intergovernmental & Committees
- B. Community Educational Materials & Timing
- C. Village Center and Neighborhood Development Area Designations
- D. Charter Additions/Changes
- E. City Police Services
- F. Local Options Tax
- G. Retail Cannabis
- H. FAQ's from Our Village, Our Voices

A. Intergovernmental & Committees

Based on the discussion at the last work session and subsequent conversations with intergovernmental partners, an updated intergovernmental and committee list are attached.

B. Community Educational Materials & Timing

The Trustees should review the 1996 Report from the Ad Hoc Committee Studying the Feasibility of Essex Junction as an Independent Community and the Greater 2020 Essex booklet, consider the work we have done on independence since April, and identify a list of information they would like to appear in community educational materials. The Trustees should discuss the format, length, whether or not it is mailed, and timing of any printed materials.

Below are some of the current draft dates for meetings, warnings, public hearings, and the vote.

Trustees Meeting	24-Aug	Community Conversations presentation. Charter, organization, budget review for alignment with community. Approve warning of first public hearing on 9/28 (to be posted between 8/19-8/29 - not less than 30 or more than 40 days) and second public hearing on 10/12 (to be posted between 9/2-9/12 - not less than 30 or more than 40 days)
	25-Aug	First public hearing warned (8/19-8/29 - not less than 30 or more than 40 days)
	9-Sep	Second public hearing warned (9/2-9/12 - not less than 30 or more than 40 days)
Trustees Meeting	14-Sep	Charter, organization, budget review. Charter approval.
	15-Sep	Charter filed with clerk at least 10 days before first public hearing
Joint Meeting	20-Sep	Joint board meeting with Selectboard.
Joint Meeting	27-Sep	Joint board meeting with Selectboard.
	28-Sep ADDED PUBLIC HEARING	Approve warning of charter vote for November 2 (warned between 9/23-10/3). First public hearing (between 9/25-10/3 – at least 30 days before vote).
	29-Sep	Vote warned (9/23-10/3 - not less than 30 or more than 40 days)
	8-Oct	Goal of when ballots will be mailed to voters.
Trustees Meeting	12-Oct	Second public hearing on charter. Last chance for charter revisions (actually 10/13, 20 days before vote).
	13-Oct	Last day for any charter revisions (20-days before vote)
Joint Meeting	19-Oct	Joint board meeting with Selectboard.
Joint Meeting	25-Oct	Joint board meeting with Selectboard.
Trustees Meeting	26-Oct	No work session on Essex Junction Independence.
Trustees Meeting	2-Nov	Vote.

C. Village Center and Neighborhood Development Area Designations

In the packet is a letter drafted by George Tyler based on his meeting with ACCD, Elaine Haney, and Robin Pierce. It is a request to continue the Village's Center and Neighborhood Development Area designations when Essex Junction becomes a city. George can elaborate.

In the attachments are the annual reports for Village Centers and Neighborhood Development Area's, as well as the applications for Downtown Development Designation and Growth Center Designation. The Trustees should discuss these.

D. Charter Additions/Changes

There are a couple of items that have come up relative to the Charter:

- a. City Clerk appointment - the current Village charter has the manager appointing the Clerk with approval by the Trustees. The recommendation is to maintain this system. The most recent version of the Charter had some ambiguity as the Council had the appointment power but could give it to the manager. This provides clarity and is consistent with current Village practice.

Strike:

§ 301 Powers and Duties of Governing Body

~~Appoint or remove the City Clerk, which power may be delegated to the City Manager by the City Council.~~

Add:

§ 702 Powers of Manager

The Manager shall recommend appointment of the City Clerk annually, with Council approval.

- b. Village Center and Neighborhood Development Area Designation - based on the discussion of agenda item C, it is suggested to add language to the transition period of the charter to address the Village Center and Neighborhood Development Area designations continuing.

New Language:

§ 104 Village Center and Neighborhood Development Area Designations

The Village Center District and Neighborhood Development Area, as designated in the Essex Junction Land Development Code, shall continue in the new City for the purpose of continuing the downtown revitalization efforts as outlined in the Village's Comprehensive Plan, and shall retain any and all state designations for the purposes of redevelopment in force at the time of adoption of the Charter or until such designations are withdrawn or amended as per routine statutory process.

- c. Agenda setting - based on a recent conversation at the Selectboard, the Trustees should consider if they want to write into charter who sets the agenda for City Council meetings. Below is an informational piece related to agenda preparation from a VLCT Selectboard Handbook:
 - i. “(Agenda) Preparation. In most towns, one person (usually the board chair, the board assistant, town manager or the town clerk) will take on the responsibility for drafting the selectboard meeting agenda. While an informal approach works in most cases, problems may arise when there is a dispute regarding the content of the agenda and no one is sure who has the final authority to determine the agenda’s content. The best way to avoid this conflict is for the selectboard to specify, as part of its adopted rules of procedure, who will craft the agenda, how the content will be determined and who will have final say over the content.”

E. City Police Services

At the last work session we discussed reaching out to other communities/agencies for a back-up plan if negotiations for contracting police services with the Town of Essex (the Trustees dominant first choice), do not come to fruition. The Trustees should review the related police communication, which has not yet been sent out.

Additionally, as a back-up plan if negotiations with the Town do not work out, the Trustees should discuss whether or not they want to explore what it would take to create a city of Essex Junction police department. If this is desired, the Trustees should advise staff to draft an RFP for consulting services to develop a plan for the creation and funding of a city police department.

F. Local Options Tax

The Trustees should review the attached related local options tax items and have a discussion about the Village/City’s future related to a local options tax.

Please see this related note from Sarah Macy, Finance Director:

“The State Tax Department has only geolocated businesses in their database after some recent year. This means that any business before that time is just coded to 05452 and the state has said a number of times that they cannot (won’t?) separate between the Village and the Town.”

G. Retail Cannabis

The Trustees should review the attached related Cannabis items and have a discussion about the Village/City’s future related to retail Cannabis.

H. FAQ’s from Our Village, Our Voices

Attached are FAQ’s that Our Village, Our Voices has put together (<https://www.ourvillageourvoices.org/>). The FAQ’s have been vetted by George. If the Trustees have any questions, comments, or suggestions, they should discuss.

Attachments

- 7/27 Work Session reviews (1)
- Intergovernmental/Health & Human Services updated sheet
- Committee list
- 1996 Ad Hoc Committee Report
- Merger booklet
- Village Center Designation Annual Report
- Neighborhood Development Area Annual Report
- Downtown Development information
- Growth Center Designation information
- Police services inquiry letter
- Local Options Tax related items
- Cannabis related items
- FAQ's from Our Village, Our Voices

July 27 Work Session Feedback on Essex Junction Independence

This survey will be available from 7/28 through 8/10.

This survey is for Village of Essex Junction residents and must include your e-mail, name, and address. Incomplete responses will not be given consideration.

Please note: this information will be used to inform the work and discussions of the Trustees. We will not be directly responding to any comments or questions posted below. If you have specific matters you would like a response to, you should e-mail the Trustees directly (<https://www.essexjunction.org/boards/board-of-trustees>).

Please be aware that the information provided below will be made public, except for your email and address.

Email *

Your Name *

Harlan Smith

Your Address *

On a scale of 0-10 (0=Very bad, 10=Excellent), how well do you think the process for creating an independent Essex Junction is going?

0 1 2 3 4 5 6 7 8 9 10

Very Bad Excellent

What did you hear that you are excited about?

Nothing in particular, just happy we are still moving forward

Did you hear anything that you are concerned about?

Plan "B" for police services. No one mentioned developing our own department. I know this seems like a large task but, I feel we are bonded for the building, we have been paying for years for all the equipment and the town very likely would reduce the size of the department without the Village. We should seriously be looking at running two departments out of the building with the intent that this would change as years goes on. I'm not sure what our offer has been in the agreement we are seeking with the town but we should consider paying more than the town for the current force. Last thing I would consider and would like to see numbers on would be to cover the whole cost of the department, make it the city's police force and have the town seek another service or decide for themselves if they would like to contribute to the city's police force for their needs.

Do you have any comments, feedback, or suggestions?

The talk about the local option tax, or any other wish list adds should not be part of this process. I firmly believe the tax would be beneficial if planned for properly. We are not there and adding it or any other items we don't currently have or do would make me vote against the independence proposal.

Do you have any questions?

Have we looked into whether or not creating the city of essex junction will cost the state money? Changing postal codes, 911 service changes, etc. If so, this could be a reason for them to vote against this unless we are making it easy for them by possibly covering some of those costs.

This form was created inside of Essex Junction Recreation & Parks.

Google Forms

Intergovernmental and Health & Human Services

Intergovernmental Organizations	Village budget FY22	Town budget FY22	Estimated City budget FY22	Notes:
Essex Rescue	\$ 1,500	\$ 76,300	\$ 37,387	\$3.87 per capita; expect this request to increase in coming years
Essex Junction Cemetery Association	\$ -	\$ 5,000	\$ 5,000	
Lake Champlain Regional Chamber of Commerce (LCRCC)	\$ 850	\$ 1,070	\$ 950	Based on number of FTE's
Greater Burlington Industrial Corporation (GBIC)	\$ 500	\$ 7,000	\$ 3,150	\$7500 from Village and Town total
Chittenden County Regional Planning Commission (CCRPC)	\$ 6,400	\$ 24,486	\$ 12,972	Based on equalized education grand list
Green Mountain Transit (GMT)	\$ -	\$ 290,392	\$ 223,496	Need to vote to have a seat and be a member; based on routes and SSTA historical ridership
County Tax	\$ -	\$ 125,835	\$ 52,851	Based on grand list
Winooski Valley Park District (WVDP)	\$ -	\$ 61,530	\$ 25,843	Need to vote to have a seat and be a member; based on equalized education grand list
Human Service Grants	\$ -	\$ 159,261	?	Town does 1% of budget; City could consider
Vermont League of Cities and Towns (VLCT)	\$ 950	\$ 25,544	\$ 14,625	Change from Associate Member to Full Member; \$1060 plus \$1.25 per capita

Will continue to have a seat:

- CCTV Rep
- Chittenden Solid Waste District (CSWD)
- Chittenden County Regional Planning Commission (CCRPC)
- Chittenden County Metropolitan Planning Organization (CCMPO)
- Champlain Water District (CWD)

Do not currently have a Village seat:

- Green Mountain Transit (GMT)
- Winooski Valley Park District (WVDP)

City Committees and Commissions

Will have by Charter

- Board of Abatement of Taxes
- Board of Civil Authority
- Brownell Library Trustees
- City Council
- Development Review Board
- Planning Commission

Current Village Committees to become City Committees

- Bike/Walk Advisory Committee
- Capital Program Review Committee
- Joint Stormwater Coordinating Committee (with Town of Essex)
- Ordinance Appeals Board
- Tree Advisory Committee
- Tri Town Sewer Committee (with Town of Essex and Williston)

Potential New City Committees for Future Consideration

- Arts Committee
- Climate & Energy Committee
- Committee on Racial Equity & Inclusion
- Downtown District Committee
- Economic Development Commission
- Housing Commission
- Police Advisory Committee (with Town of Essex)
- Recreation & Parks Advisory Board

James Justus

COPY

**A REPORT
OF THE
AD HOC COMMITTEE
STUDYING THE FEASIBILITY
OF ESSEX JUNCTION AS AN
INDEPENDENT COMMUNITY**

April 17, 1996

1	INTRODUCTION
2	COMMITTEE SUMMARY
3	PROLOGUE
4	ASSETS
5	1995 COST REDUCTION STUDY
6	ADVANTAGES AND DISADVANTAGES OF INDEPENDENCE
7	STATUS QUO
8	FUTURE
9	RECOMMENDATIONS
10	CONCLUSION

INTRODUCTION

In December of 1994, the Village of Essex Junction Board of Trustees appointed an Independent Essex Junction Study Committee¹ to examine the feasibility of the Village becoming an independent community. This Report is presented to the Board of Trustees in fulfillment of our charge as specified in the Mission Statement.

The information contained in this Report presents a strong case for the pursuit of Village independence. It demonstrates that:

1. A savings of over a million dollars a year can be realized for Village taxpayers.
2. The quality of life in the Village can best be maintained through local control.
3. With independence, mutual regard for the Village and the Town's respective roles will be enhanced.
4. "Status quo" is inequitable to Village residents.

MISSION STATEMENT

The Independent Essex Junction Study Committee will examine the following and submit a written report and recommendations to the Trustees.

1. *Shall update and evaluate the accuracy of the 1990 study, done by the Village, regarding the costs of an independent Essex Junction and the savings, if any, that would accrue to Essex Junction's taxpayers.*
2. *Shall identify the advantages and disadvantages of an independent Essex Junction.*
3. *Shall evaluate any other information that the Committee feels is important.*
4. *Shall make a recommendation regarding whether Essex Junction should go forward with a vote on the question of an independent Essex Junction* and shall recommend a time table for such vote and the transition period.*

* *"Should Essex Junction become an independent community?"*

The Ad Hoc Committee consists of eight individuals who responded to the Trustees' public advertisements seeking Village residents to serve on this Committee. The Committee has met weekly since February of 1995. The Report has been completed without a budget and essentially without cost to Village taxpayers. Members of the Ad Hoc Committee, collectively, have resided in the Village for a total of 163 years, and all have served the Village in various public service activities.

¹ Hereafter referred to as the Ad Hoc Committee

The Committee has been dedicated to preparing a Report based on accurate, factual data. (See Prologue.) In the past, all attempts to study the relationship between the Village and the Town have come up short due to the absence of a thorough, systematic approach.

While it is recognized that the issue of Village independence has an emotional component, it is the hope of the Ad Hoc Committee that the FACTUAL information of this Report will provide a sound basis on which the citizens can make a responsible decision for the future of Essex Junction.

THE PROCESS

1. **December, 1994:** The Village Board of Trustees appointed an Ad Hoc Committee to Study the Feasibility of the Village as an Independent Community.
2. **February, 1995:** The Committee met with Village Manager Bill Dugan and directed him to update the 1990 Cost Reduction Study with 1995 figures, and to report any additional relevant data and information to the Committee.
3. **March, 1995:** All Village Department Heads were sent a letter requesting completion of a survey to identify what additional services would be needed if the Village became independent of the Town.
4. An additional source of information was interviews with several long-time Village residents regarding their views on Village independence. Collectively, the individuals interviewed have a long history of public service and interest in the Village.
5. **August 22, 1995:** Linda Miller, Committee Chair, presented a status report to the Board of Trustees and reaffirmed with the Board that the Committee was carrying out the Board's Mission Statement directives. A target date was set for the Village Manager's updated Study to be presented to the Committee.
6. **October 3, 1995:** Ad Hoc Committee members met with representatives of the Town of Essex to request information to broaden the perspective of the Ad Hoc Committee.
7. **October 4, 1995:** Village Manager Bill Dugan presented the first draft of the Updated Cost Reduction Study to the Committee. This draft was reviewed and questions were submitted for clarification.
8. **November, 1995:** Bill Dugan submitted Draft #2 of the Updated Cost Reduction Study to the Committee for further review and comments.
9. **November, 1995 through mid-April, 1996:** The Committee reviewed all information and finalized the document to be presented to the Board of Trustees.
10. **April 17, 1996:** The Ad Hoc Report is presented to the Village Board of Trustees.

COMMITTEE SUMMARY

- **SAVINGS IN EXCESS OF ONE MILLION DOLLARS PER YEAR CAN BE REALIZED IF THE VILLAGE BECOMES INDEPENDENT OF THE TOWN OF ESSEX.**

Currently, Village taxpayers pay 60% of the Town municipal expenses through the Town's General Fund.¹

Village taxpayers now pay for portions of various Town services that duplicate services already provided by the Village. With independence, the actual services now rendered by the Town to the Village (e.g., police, vital statistics and real estate appraisal) would be provided solely by the Village. The costs for replacement of these services are included in the approximately one million dollars savings.

As the Town of Essex grows, most of its expansion would be financed via general fund revenues, and possibly bonding. Under the present forms of government, Village taxpayers will be required to pay for this expansion. By becoming independent of the Town, Village residents will be taxed to finance just one community, the Village.

- **QUALITY OF LIFE IN ESSEX JUNCTION.**

The quality of life in the Village has evolved over 103 years. The best guarantee that the Village's high quality, low cost services such as municipal, schools, library, fire department, recreational opportunities and high property values will continue is by becoming independent from the Town.

The Village's 4.6 square miles of land has many attributes, such as paved streets, sidewalks, municipal water/sewer, and small lot sizes which are typical of a traditional village.

The Village has grown in population to more than 8,500 people. Today, the Village of Essex Junction is the twelfth largest community in Vermont by population and supports more than 250 businesses.

The Village must determine whether its focus for the 21st Century should be to enhance the quality and character of its numerous assets as a totally independent community or to

¹The major expenditures of communities are presented in that portion of their annual budgets known as "the general fund." The general fund contains those items normally viewed as "governmental services," e.g., police, fire, roads and streets, administration, planning, debt service, et al. Specialized areas having their own source of income, such as water departments, are described as "enterprise funds" and are not included as part of the general fund.

invest in costly expansion and sprawl as a part of the Town. The quality of life in Essex Junction is a direct result of the willingness and ability of Village citizens to manage their community and to make the right choices for the Village, which local control allows.

- **RELATIONSHIP BETWEEN THE VILLAGE AND THE TOWN.**

Disagreements and misunderstanding between both communities sometimes surface. This can be attributed to the different resources, priorities and needs of the two communities, such as:

- a. land area
- b. development status (mostly developed versus partially developed)
- c. population growth
- d. philosophies : (tax equity, growth, regional services - CCTA, etc.)
- e. tax base (commercial, industrial and residential).

Because this situation doesn't exist with any other neighboring communities, the Committee feels that once Essex Junction becomes independent, a more positive relationship will exist between the Village and the Town.

Independence will not occur overnight. A transition period will enable the Town and Village to work together to effect a smooth, cooperative transformation.

- **"STATUS QUO."**

Through the years, several votes regarding the issues of independence and merger have taken place. Without facts being available and presented to residents, voters have been reluctant to make a change. The Committee finds that the uniqueness of the Village has declined under the current Village/Town government relationship. Please consider some of the following facts:

- ✓ **Taxes:** The Village now pays more taxes to the Town than to its own municipal government (in 1995, \$2.6 million to the Town versus \$2.3 million to the Village).
- ✓ **Loss of police force:** The Village no longer has its own police force. From 1949 to 1980, the Village had its own police force.
- ✓ **Champlain Water District:** Essex Junction was a charter member of the Champlain Water District. We now have no direct representation.
- ✓ **CCTA:** Essex Junction has no direct representation.
- ✓ **Essex Junction Educational Center:** Essex Junction no longer owns the high school that the Village citizens independently built and paid for in the 1970s. Its

assets include the tech center, the hockey rink, the agricultural building and the athletic fields and open lands for a total of 98 acres.

- ✓ **Population growth in the Village** (1960 - 1995) has risen from 5,304 to 8,624 (est.) - an increase of 3,320 residents (+63%). The Village has responded with the necessary changes to accommodate this population increase and has funded these growth needs independently. The Village has built a solid tax base to support its residents with high quality services at reasonable costs.

Population growth in the Town (1960 - 1995) has risen significantly from 1,739 to 8,984, an increase of 7,245 residents (+416%). This population growth has resulted in the need for funding for increased services, including potential school expansion and new roads, and has forced the Town to actively seek out resources to support its tax base.

The current government structure calls for Village taxpayers to pay approximately 60% of the Town's general fund budget with Village residents funding portions of the Town's growth plans.

PROLOGUE

In order to better understand this Report of the Ad Hoc Committee*, the following information is presented:

- * History (Essex Junction, Essex Town)
- * Significant events (development of Essex Junction)
- * Specific votes (relative to the status of Essex Junction)

Please note that the information presented herein is not all inclusive. Further, as with any report of this type, the perception of subjective interpretation may arise. The Committee offers no apology for such perception. This investigation reflects an attempt to present factual information from verifiable sources.¹ In like manner, only those issues that relate to the Ad Hoc mission "Should the Village of Essex Junction become an independent community?" were addressed.

*Committee to study the feasibility of an independent Essex Junction.

¹

- a. The History of Essex by Frank R. Brent (Nov. 1993)
- b. Public sources:
 - Burlington Free Press
 - Minutes from Village of Essex Junction meetings
 - Town of Essex reports
 - Village of Essex Junction reports
 - 1990 Cost Reduction Study
 - Interviews with Village citizens

HISTORY

Essex, along with many other Vermont towns, was chartered in 1763. The principal feature of Essex in its early existence was the Winooski River. The river served as a transportation/travel route between Lake Champlain and the Connecticut River, and later as a source of power for early commercial endeavors.

Essex remained, in general, rural in character, with exceptions of two or three pockets of growth or neighborhoods. One of these concentrations was Hubbells Falls, later to be known as Essex Junction.

This early period was also marked with the expansion of railroad service, culminating in 1853 with six (6) railroads serving "Essex Junction." The development of Essex Junction began to take on a unique character from this time forward. As the population density increased, numerous amenities of community living became desirable.

The Village of Essex Junction was incorporated on November 15, 1892 to provide additional amenities for its residents. The amenities, in general, were not of interest to the people living in the rural areas outside of the Village, and no effort was ever made to force on this populace any of these expensive services that they neither needed nor wanted. Essentially, Essex Junction grew and developed apart from the rest of the Town, with no one in either community really expressing a care or concern.

In 1957, IBM opened a manufacturing plant in Essex Junction. This single event has produced major effects in the State of Vermont, in general, and in Chittenden County to an even greater degree. By far the greatest impacts have been experienced in Essex Junction. Not surprising, Essex Junction receives the majority of the benefits as well as most of the disadvantages inherent with the presence of a large manufacturing facility.

In response to the arrival of IBM, the people of Essex Junction have met the challenges associated with a large industrial business by providing the necessary attitude, leadership and commitment to accommodate the vast changes and problems.

Village taxpayers have made major investments in upgrades in schools, roads, sidewalks, water, sewer, library, fire, police, planning and zoning, administration, recreation, transportation, and other areas commensurate with the need IBM introduced in the Village.

Essex Junction citizens have always strived to be good neighbors. They have shared their many bounties and have frequently provided ideas and encouragement to adjoining communities as their neighbors' needs arose.

Village residents possess an unselfish attitude, forward vision and dedication of purpose. Essex Junction's success, to a large degree, is reflected by the quality of its citizens.

TABLE OF SIGNIFICANT DEVELOPMENTS IN ESSEX JUNCTION

- 1763 Town chartered.
- 1853 Six (6) railroads serve "Essex Junction".
- 1858 Drury Brick locates in Essex Junction.
- 1892 Essex Junction incorporates.
- 1893 Essex Junction volunteer fire department established.
- 1893 Electricity service to Essex Junction.
- 1895 Trolley service to Essex Junction from Burlington.
- 1899 The Library was established. The Library, along with the fire department, moved to the Lincoln Hall block.
- 1900 Community water is made available in Essex Junction.
- 1911 Major upgrade in Essex Junction with the water system.
- 1922 Champlain Valley Exposition relocates to Essex Junction.
- 1925 Community sewer service in Essex Junction.
- 1926 Samuel Brownell built and donated the present library building.
- 1935 Trolley service is replaced by bus service.
- 1949 Essex Center is incorporated as a village.
- 1949 Village police department established.
- 1952 Maple Street Park pool opens.
- 1955 Major upgrade to the water system (Indian Brook Reservoir).
- 1955 Essex Junction hires a professional manager.
- 1956 Essex Junction opens a high school on Maple Street.
- 1957 IBM comes to Essex Junction.

- 1960s Cable television service comes to Essex Junction.
- 1967 Champlain Water District (CWD) begins operations - Essex Junction is a charter member.
- 1969 Natural gas service comes to Essex Junction.
- 1970s Amtrak provides rail passenger service to Essex Junction.
- 1970 Essex Junction Educational Center and the Vocational Education Center opens.
- 1971 Essex Junction disenfranchised as a voting CWD member (a legislative act).
- 1973 Essex Junction indoor skating rink opens at the Educational Center site.
- 1980 Police become employees of the Town of Essex . Essex Junction no longer has its own police force.
- 1980 Village Meeting approved the establishment of a senior bus program.
- 1983 Completed a 20 year capital improvements budget for street, drainage, sidewalk, curbing, water and sewer system improvements, and a 15 year capital budget for vehicle replacements.
- 1983 New wastewater treatment facility built in Essex Junction serving the Town of Essex, the Town of Williston and the Village of Essex Junction.
- 1984 Essex Junction issues bonds to separate storm and sanitary sewers.
- 1985 Village Meeting approved the establishment of a senior center in Lincoln Hall.
- 1992 Essex Junction adopts a Land Development Code, the first of its kind in Vermont, (Act 200 requirement).
- 1993 Village budget reduced.
- 1993 The Village establishes a Community Development Committee.
- 1993 The first phase of the bike path was dedicated.

- 1994 Agreement signed to lease excess sewer capacity to the Town of Williston.
- 1994 Village taxpayers approve a level funded budget.
- 1994 Essex Junction Trustees appoint an Ad Hoc Committee to study Village independence.
- 1994 Insurance Services Office Commercial Risk Services, Inc. improved the Village's fire insurance classification from a 5 to a 4. One reason for this reclassification is due to improvements to the Essex Junction Fire Department. This is an excellent tribute to our volunteer fire service.
- 1995 Village taxpayers, again, approved a level funded budget.
- 1995 The Village approves spending funds for a "Main Street Study" performed by the National Main Street Center.

ESSEX JUNCTION VOTES

(Status of the Village)

√ 1958: Petition to merge circulated (J. Spears) - nothing resulted.

√ 1970: Straw vote, non-binding.

Merge: 223

Separate: 408

Status Quo: 136

FORMAL VOTES

<u>DATE</u>	<u>ISSUE</u>	<u>FOR</u>	<u>AGAINST</u>
1971	Separate	299	1,200
1974	Merger	395 433	1,346 (municipal) 1,289 (school)
1978	Separate	718	1,147
1982	Merger	576	1,349

TABLE

POPULATION OF ESSEX JUNCTION AND ESSEX TOWN

<u>YEAR</u>	<u>ESSEX JUNCTION</u>	<u>ESSEX TOWN NOT INCLUDING ESSEX JUNCTION</u>
1860	500	1,406
1900	1,141	1,062
1910	1,245	1,469
1920	1,410	1,039
1930	1,621	1,235
1940	1,901	1,158
1950	2,741	1,739
1960	5,304	1,739
1970	6,511	4,400
1980	7,032	7,386
1990	8,396	8,102

Source: U. S. Census Figures

**VILLAGE OF ESSEX JUNCTION
ASSETS**

1. **HISTORY:** The Village of Essex Junction was chartered in 1892. At present, its population is 8,396. Essex Junction is centrally located in Chittenden County.
2. **LAND AREA:** 8,832 acres (4.6 square miles)
3. **BENEFITS:** Essex Junction is a compact village with a visible downtown with many historic buildings. Housing stock in Essex Junction is stable, well maintained, and in high demand. Senior housing is available in the Village at Whitcomb Woods on West Street.
4. **SERVICES:**
 - √ public bus system (CCTA)
 - √ senior bus service
 - √ public library (Brownell Library)
 - √ childrens museum (Discovery Museum)
 - √ volunteer fire department
 - √ police service (shared with the Town of Essex)
 - √ clerk/treasurer/tax collector
 - √ assessor (shared with the Town of Essex)
 - √ senior center
 - √ rescue service (Essex Rescue)
 - √ historical society
 - √ Champlain Water District (represented through the Town of Essex)
5. **COMMERCIAL/INDUSTRIAL:**
 - √ IBM - Vermont's largest private employer
 - √ Champlain Valley Exposition - " the fairgrounds"
 - √ shopping centers
 - √ motel
 - √ professional services (doctors, lawyers, real estate agents, architects, landscape architects, etc.)
 - √ numerous small commercial enterprises (more than 250)
6. **SCHOOLS:**
 - √ High School (joint Village and Town endeavor)
 - √ Vocational technical center (joint Village and Town endeavor)
 - √ Middle school
 - √ Three elementary schools

7. **RECREATION:**

- √ Several parks
- √ Indoor skating rink
- √ Outdoor swimming pool
- √ Recreation paths
- √ Baseball parks, football fields, tennis courts
- √ Bike paths
- √ Open space - former tree farm on Route 2A
- √ Canoe access - Winooski River

8. **RESOURCES:**

- √ Industrial park and open land on the IBM site
- √ Winooski River
- √ Open space: Whitcomb Farm
Champlain Valley Exposition
School department open land
- √ Traditional village - pedestrian friendly
- √ Amtrak train station/CCTA bus station
- √ Tree Farm (State of Vermont)

9. **INFRASTRUCTURE:**

- √ All sewer/water services in place
- √ Street lights
- √ All public roads are paved
- √ Sidewalks and curbs
- √ Wastewater treatment facility

10. **UTILITIES:**

- √ Green Mountain Power
- √ Vermont Gas Systems
- √ Telephone service
- √ Cable TV

11. **RESTAURANTS:**

- √ There are a variety of restaurants in the Village.

12. **TAXES, WATER/SEWER RATES:**

- √ Low taxes with little outstanding debt
- √ Low water and sewer rates

13. **PLANNING FOR THE FUTURE:**

- √ Comprehensive Master Plan adopted
- √ Detailed Land Development Code adopted
- √ Planning Department
- √ Essex Junction Community Development Committee

TO: Ad Hoc Committee Studying Independence

FROM: William K. Dugan, Village Manager

13 M

RE: Cost Reduction Study Update

DATE: December 11, 1995

INTRODUCTION

In 1989, the Village Trustees requested that the Village Manager and staff investigate any and all areas in which the Village taxpayers could achieve cost reductions. In March of 1990, the Manager submitted a report to the Trustees showing that the Village could save more than one million dollars annually if the Village became independent of the Town of Essex. Subsequently, a CPA was employed to determine the accuracy of this Report. Sullivan, Powers, Inc., CPA, Montpelier, confirmed its validity.

In December of 1994, the Village Trustees appointed an Ad Hoc Committee to take a more detailed look at this proposal and other issues. The Manager was directed to meet with the Ad Hoc Committee in February of 1995. At that time, the Ad Hoc Committee directed the Manager to update the 1990 Study and to present additional data and information to them. This Study is in response to that request.

EXECUTIVE SUMMARY

The update of the 1990 Study again shows that more than one million dollars can be saved annually if the Village becomes independent of the Town of Essex. (Please see Graph #1.) The Village taxpayers now pay \$2.6 million a year to the Town of Essex for services. To replace these services would cost \$1.5 million a year. The savings is approximately \$1.1 million a year. (Or, to look at the General Fund Budget in total, the Village taxpayers currently pay approximately \$4.9 million a year to the Village and the Town for municipal services. The updated Study indicates that all of the Town's services could be replaced and Village services continued for \$3.8 million per year.)

Where do these savings come from? The majority of these savings come from Village taxpayers who currently pay for a portion of Town highways, Town Capital Reserve Fund, Town Parks and Recreation, Town Library, Town Planning & Zoning, Town Administration, Town Fire Department, Town senior bus and other Town services. Village taxpayers would not have to pay for these services if the Village became independent.

Why would we not have to pay for these services? Because the Village already has an independent Village highway department, a library, a recreation department, a senior bus. etc.

Graph #2 summarizes the findings of other studies, which come to the same conclusion. This data is explained below.

- PER CAPITA EXPENDITURE DATA
 - CHITTENDEN COUNTY DATA: The Village has collected per-capita expenditure data from the nine communities in Chittenden County that have populations of more than 5,000. This data was then used to construct a budget for a community of 8,500 people. Again, the total cost of these services is more than one million dollars per year less than our current costs.
 - TAX POLICY COMMITTEE DATA: The Tax Policy Committee also gathered per-capita expenditure data for Chittenden County. We constructed a budget using the average county per-capita spending level, for the services that the Village now enjoys, for a population of 8,500 people. The savings, once again, exceeds one million dollars per year.
- OTHER VERMONT COMMUNITIES:
 - THE TOWN OF MIDDLEBURY: There are communities in Vermont, like the Town of Middlebury, which are very similar to the Village in population size and extent of municipal services. Middlebury had a population of approximately 8,093 in the 1990 census, and today has a population of approximately 8,500. The total area of Middlebury is approximately five square miles. Middlebury currently provides all of the same services to their customers that Village customers receive, (with the sole exception of the senior bus service which costs the Village approximately \$40,000 per year). To achieve this, Middlebury spends a million and a half dollars a year less than what Village taxpayers are now paying to the Village and Town for these same services.
 - THE TOWN OF MILTON: Similarly, the Town of Milton had a population of 8,404 in the 1990 census, and is currently spending \$2 million a year less than current Village expenditures to the Village and Town for municipal services. The total area of Milton is approximately 64 square miles.
- WATER AND SEWER DATA (NON-GENERAL FUND COSTS):

Please see Graph #3 which compares the water and sewer rates of the nine largest communities in Chittenden County. As you can see, the Village has the lowest water/sewer rates in the County. Our water and sewer system is already independent and would be unaffected by the creation of an independent Village.

CONCLUSION

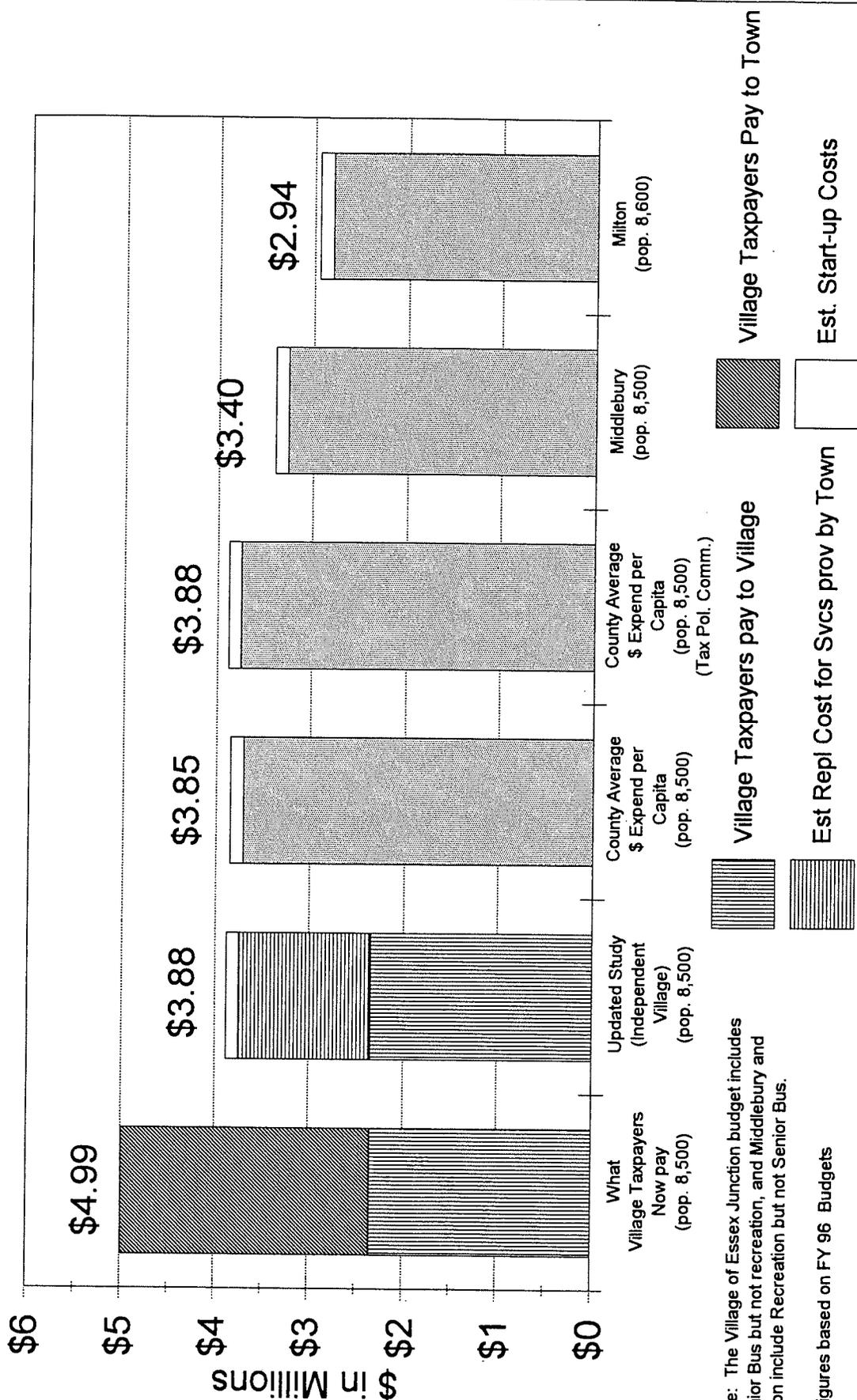
No matter how you look at this issue, (1) whether it is from the view of the updated 1990 Study, (2) county per-capita spending data, (3) or through other communities of similar population size like Middlebury and Milton, all of the methods reach the same conclusion: that there is more than one million dollars a year that can be saved if the Village is independent of the Town.

Following are graphs and spreadsheets which provide additional data regarding this question.

1995 VILLAGE MUNICIPAL COSTS (GRAPH 1)

		EXISTING	WITH INDEPENDENCE
Essex Town	Library	96,166	
Essex Town	Planning & Econ Dev	105,820	
Essex Town	Fire & Civil Defense	56,480	
Essex Town	Highway & Public Works	326,615	
Essex Town	Admin & Finance	338,478	
Essex Town	Building & Plant	66,058	
Essex Town	Capital Reserve	81,130	
Essex Town	Debt Service	104,448	
Essex Town	Parks & Recreation	165,873	
Essex Town	Sr Bus	13,497	143,310
	Startup Costs		922,763
Essex Town	Police	922,763	
Essex Town	Intergovernment	161,590	
Essex Town	Real Estate Appraisal	91,576	
Essex Town	Health & Human Svcs	44,011	
Essex Town	Clerk & Election	63,470	
Essex Town	Landfill Monitoring & Cons	14,641	
Village	Library	345,262	345,262
Village	Planning & Econ Dev	167,532	167,532
Village	Fire & Civil Defense	175,850	175,850
Village	Highway & Public Works	535,058	535,058
Village	Admin & Finance	342,183	342,183
Village	Building & Plant	27,340	27,340
Village	Capital Reserve	265,000	265,000
Village	Debt Service	438,612	438,612
Village	Sr Bus	38,822	38,822
		4,988,277	3,777,021

COST OF MUNICIPAL SERVICES FOR COMMUNITIES WITH POPULATIONS 8,000 - 8,500 (GENERAL FUND BUDGET)



Note: The Village of Essex Junction budget includes Senior Bus but not recreation, and Middlebury and Milton include Recreation but not Senior Bus.

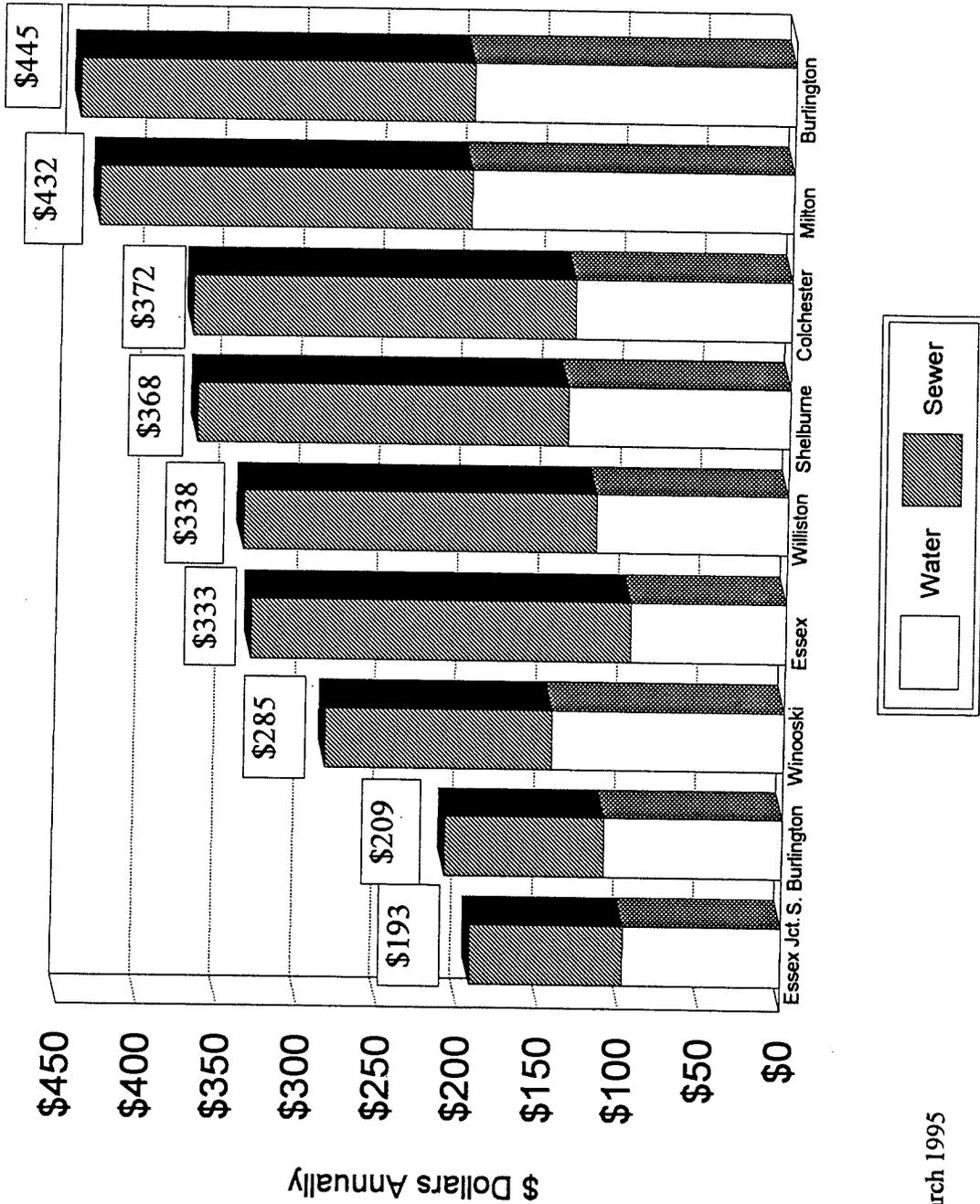
All figures based on FY 96 Budgets

GRAPH #2

	What Village Taxpayers Now Pay	Updated Study (Independent Village)	County Average \$ Expend per Capita	County Average \$ Expend per Capita (Tax Pol. Comm.)	Middlebury	Milton
Village General	\$2.34	\$2.34				
Village Pays Town	\$2.65					
Cost of Additional Svcs		\$1.40				
Chittenden County Ave			\$3.71			
Chittenden Country Ave (Tax Pol Comm)				\$3.74		
Middlebury					\$3.26	
Milton						\$2.80
Startup Costs		\$0.14	\$0.14	\$0.14	\$0.14	\$0.14
Total	\$4.99	\$3.88	\$3.85	\$3.88	\$3.40	\$2.94

1995 EFFECTIVE WATER & SEWER COSTS

Based on 165 gal/day Usage



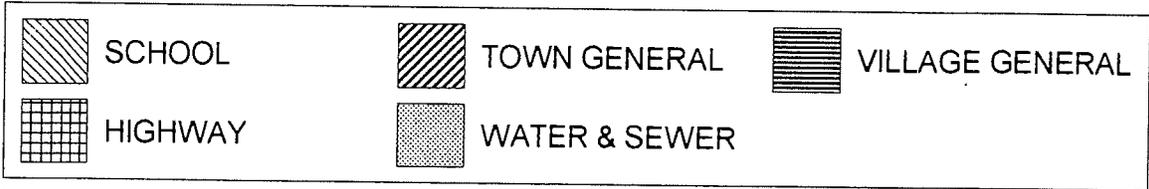
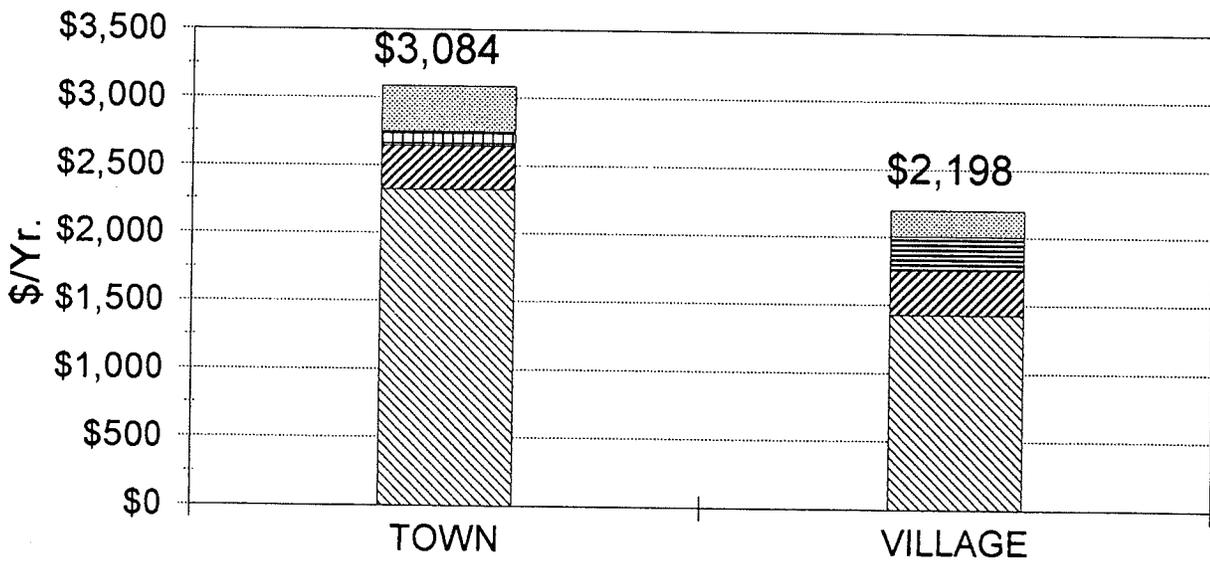
Survey taken March 1995

GRAPH #3

1995 Effective Water & Sewer Retail User Costs
Based on 165 gal/day use

	Water	Sewer	Total/Year
Essex Jct.	\$98	\$95	\$193
S. Burlington	\$110	\$99	\$209
Winooski	\$144	\$141	\$285
Essex	\$96	\$237	\$333
Williston	\$119	\$220	\$338
Shelburne	\$138	\$230	\$368
Colchester	\$134	\$238	\$372
Milton	\$200	\$232	\$432
Burlington	\$199	\$246	\$445

Annual Difference in Costs (Taxes, Water & Sewer) for a \$125,000 house in the Town and Village



*FY 1995 rates used

Graph #4

Annual Difference in Costs
(Taxes, Water & Sewer)
for a \$125,000 house
in the Town and Village

	TOWN	VILLAGE
SCHOOL	\$2,323	\$1,426
TOWN GENERAL	\$328	\$328
VILLAGE GENERAL		\$251
HIGHWAY	\$100	\$0
WATER & SEWER	\$333	\$193
	\$3,084	\$2,198

Annual difference in costs
(taxes and water/sewer)
for a \$125,000 house
in the Town and Village

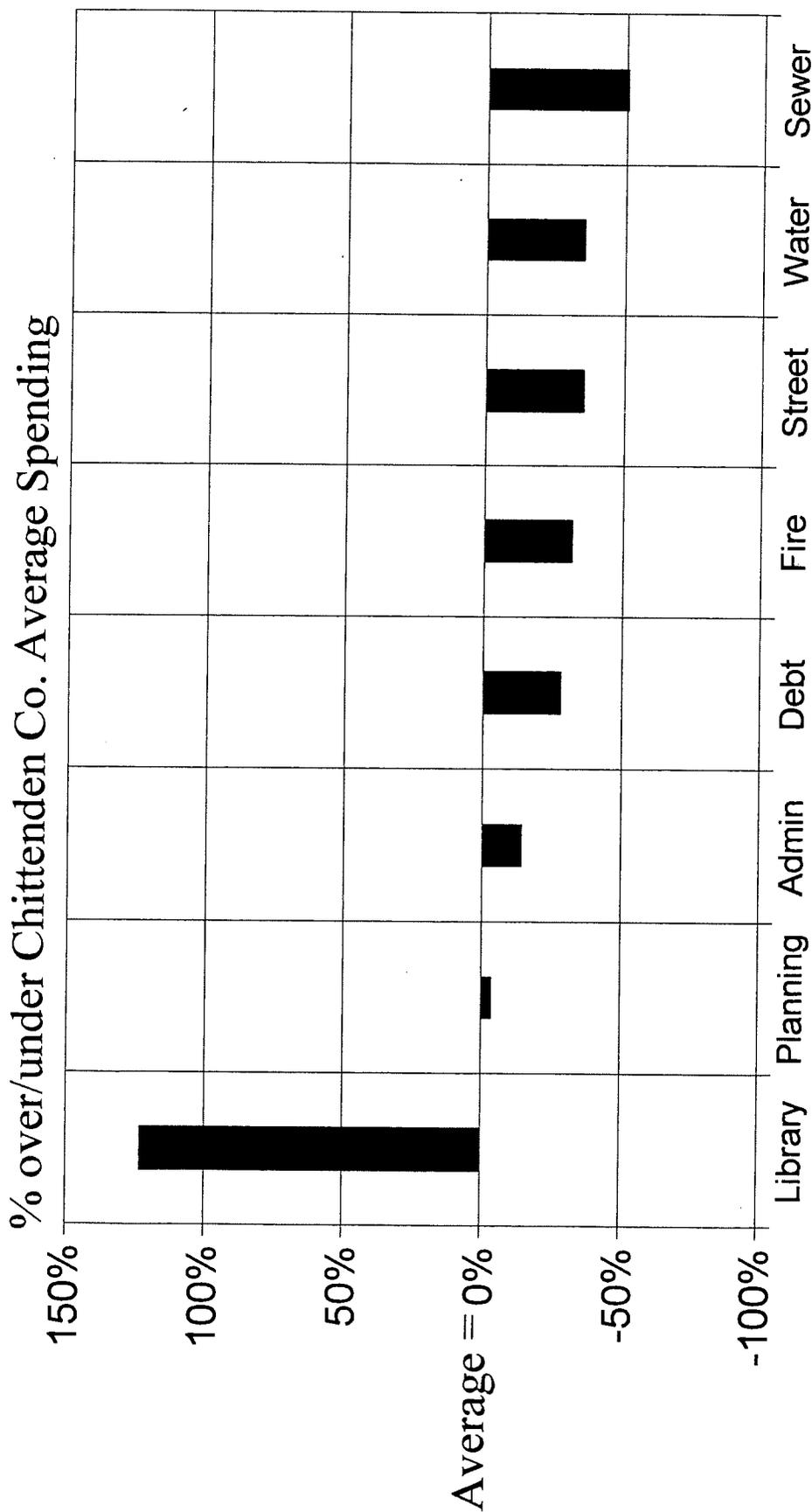
	Combined tax rate	Taxes on a \$125,000 house	Water/Sewer for average usage **	Combined taxes and Water/Sewer
TOWN	\$2.20*	\$2,750	\$333	\$3,083
VILLAGE	\$1.604	\$2,005	\$193	\$2,198
\$ difference	\$0.596	\$745	\$140	\$885
% difference	37%	37%	72%	\$40%

* includes Town highway tax rate.

** average Village usage = 165 gallons/day

1996 VILLAGE DEPT BUDGETS & 1995 UTILITY RATES

Shown compared to Chittenden County Average
per capita spending (Communities > 5,000)



Utility Rates (% of Chit Co. Ave. Cost/House)
Data Compiled by W. Dugan 5/95

08/04/95

Graph #5

1996 VILLAGE DEPT BUDGETS & 1995 UTILITY RATES
SHOWN AS COMPARED TO CHITTENDEN COUNTY AVERAGE
PER CAPITA SPENDING

Dept	% over or under County Ave.
Library	123%
Planning	-4%
Admin	-14%
Debt	-28%
Fire	-32%
Street	-36%
Water	-36%
Sewer	-51%

BENCHMARK STUDY - SURVEY OF CHITTENDEN COUNTY COMMUNITIES WITH POPULATIONS OVER 5,000 - FY96 BUDGETS

Data Compiled by W. Dugan 6/95

COMMUNITY	POPULATION	LIBRARY		PLANNING & ECONOMIC DEVELOPMENT		FIRE DEPT. & CIVIL DEFEN		STREET, PW DIR & ENGINEERING		# of employees	Miles of Road	# emp. per mile	\$ budget per mile	ADMIN. AND FINANCE**	BUILDING AND PLANT		1995 Rates		
		\$/cap	LIBRARY	\$/cap	ECONOMIC DEVELOPMENT	\$/cap	FIRE DEPT. & CIVIL DEFEN	\$/cap	STREET, PW DIR & ENGINEERING						\$/cap	BUILDING AND PLANT	\$/cap	WATER	SEWER
Essex Jct.	8,396	\$345,262	\$41.12	\$167,532	\$19.95	\$175,850	\$20.94	\$535,058	\$63.73	3.0	29.8	0.10055	\$17,934	\$322,783	\$38.44	\$27,340	\$93	\$95	
Essex Town	8,102	\$189,653	\$23.41	\$208,691	\$25.76	\$111,387	\$13.75	\$1,168,296	\$144.20	8.5	69.6	0.12206	\$16,776	\$667,526	\$82.39	\$130,276	\$96	\$237	
Burlington *	39,127	\$934,920	\$23.89	\$993,110	\$25.38	\$3,567,744	\$91.18	\$2,283,548	\$58.36	14.0	92.1	0.15198	\$24,789	\$1,780,204	\$45.50	\$166,250	\$199	\$246	
Shelburne *	5,871	\$100,235	\$17.07	\$67,210	\$14.85	\$58,820	\$10.02	\$518,644	\$88.34	4.0	47.0	0.08518	\$11,044	\$336,444	\$7.31	\$51,229	\$138	\$230	
Colchester *	14,731	\$185,963	\$12.62	\$318,159	\$21.60	\$463,075	\$31.44	\$1,058,035	\$71.82	8.0	77.6	0.10311	\$13,636	\$551,837	\$37.46	\$143,225	\$134	\$238	
Winooski *	6,649	\$41,600	\$6.26	\$105,385	\$15.85	\$70,636	\$10.62	\$781,619	\$117.55	6.0	17.0	0.35265	\$45,940	\$369,057	\$55.51	\$210,200	\$32	\$141	
Williston *	5,000	\$143,878	\$28.78	\$126,639	\$25.33	\$113,081	\$22.62	\$848,079	\$169.62	5.0	57.8	0.08649	\$14,670	\$211,575	\$42.32	\$42,670	\$119	\$220	
So. Burlington	12,809	\$89,372	\$6.98	\$220,520	\$17.22	\$756,298	\$59.04	\$1,104,480	\$86.23	17.0	63.2	0.26888	\$17,469	\$544,470	\$42.51	\$0	\$110	\$99	
Milton	8,404	\$46,640	\$5.55	\$169,570	\$20.18	\$143,000	\$17.02	\$750,100	\$89.26	6.0	97.6	0.06145	\$7,682	\$270,880	\$32.23	\$51,900	\$6	\$265	
AVERAGE			\$18.41		\$20.68		\$30.74		\$98.79			0.14804	\$18,882		\$48.18		\$144	\$193	
Village as a % over/under			123.4%		-3.5%		-31.9%		-35.5%			-32.1%	-5.0%		-20.2%		-66.8%	-35.5%	-50.8%
Chittenden County Average																			
Town as a % over/under			27.2%		24.6%		-55.3%		46.0%			-17.6%	-11.2%		71.0%		63.8%	-33.4%	22.7%
Chittenden County Average																			

* Employee benefits are included as an est. (i.e. 30% of salaries, 20% of Fire salaries or 20% of total department budget).

** Capital Reserve appropriations and capital expenditures are not included in any of the amounts shown.

*** Water & Sewer utility rates are shown as annual cost/house for usage of 165 gallons/day. (March 1995 rates)

**** Insurance costs (G.L., fleet) not included in Town of Essex, Williston, Milton, Shelburne, South Burlington and Burlington numbers.

***** Population figures are from the 1990 U.S. Census.

***** Administration includes Finance (Treas. & Acct.), Legal & Board expenses.

***** Street Dept. # of employee numbers do not include the PW Directors.

***** Only two Village departments are above average in expenditures.

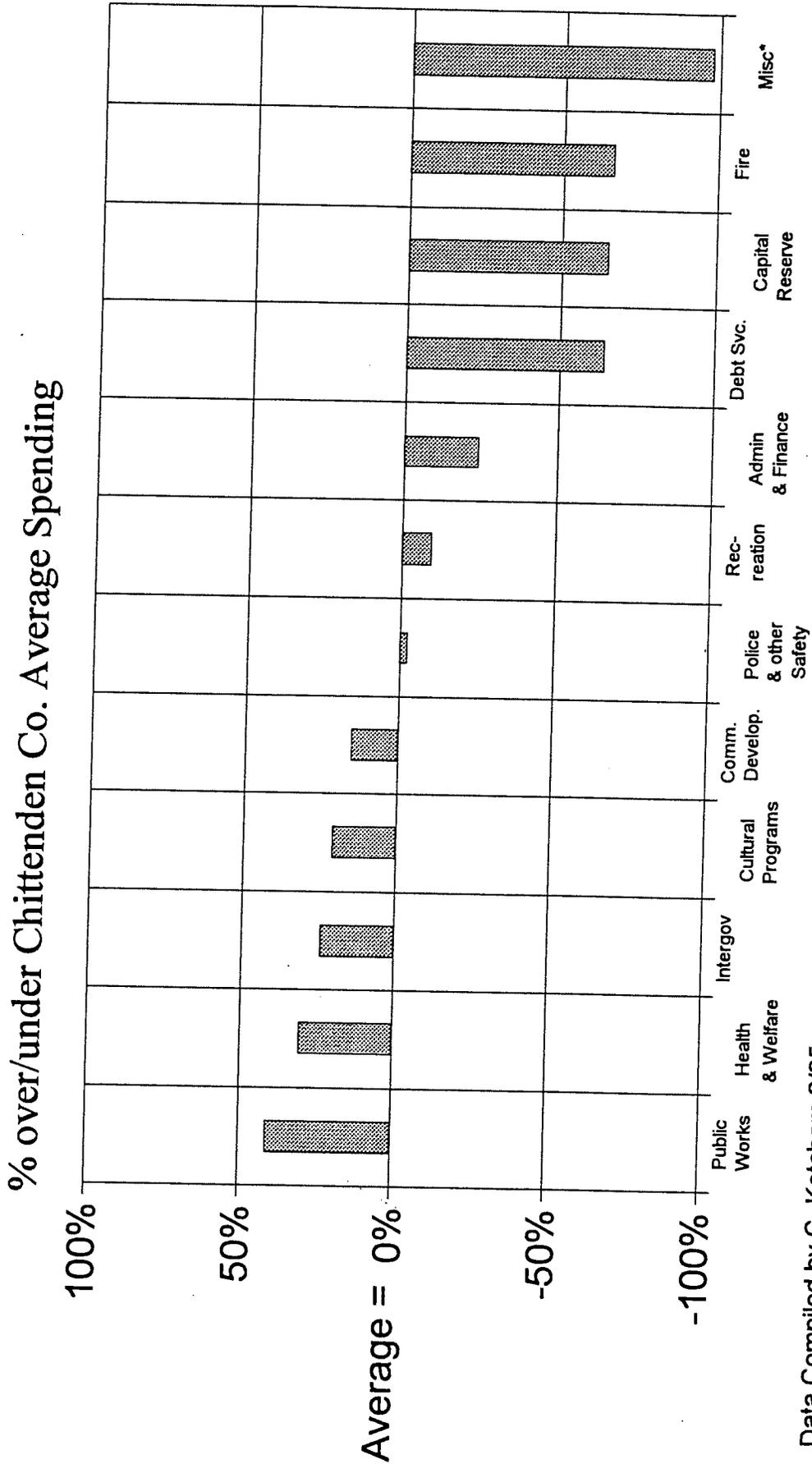
BENCHMARK STUDY - SURVEY OF CHITTENDEN COUNTY COMMUNITIES WITH POPULATIONS OVER 5,000 -FY96 BUDGETS

Data Compiled by W. Dugan 6/95

COMMUNITY	CAPITAL RESRV SPEC ART. OR CAP EXP (ADDED TO BUDGET)	\$/cap	POPUL- ATION	POLICE AND DISPATCH	\$/CAP	INTER. GOV.	\$/CAP	APPRAI- SAL	\$/CAP	CLERK AND ELECTION	\$/CAP	HEALTH & HUMAN SERVICES	\$/CAP	1996 DEBT SERVICE	\$/CAP	1994 TOTAL DEBT (W&S INCLUDED)	1994 TOTAL DEBT \$/CAP	TOTAL GEN. FUND BUDGET + DEBT SERV.
Essex Jct.	\$265,000	\$32	8,386	\$0	\$0	\$8,500	\$1	\$0	\$0	\$10,900	\$0	\$0	\$0	\$438,612	\$52	\$2,470,109	\$294	\$2,296,837
Essex Town	\$160,000	\$10	8,102	\$1,819,815	\$110	\$318,678	\$19	\$180,601	\$11	\$125,171	\$8	\$86,796	\$5	\$205,986	\$12	\$2,758,043	\$167	\$5,372,876
Burlington *	\$4,185,280	\$107	39,127	\$5,724,144	\$146	\$969,860	\$25	\$182,100	\$5	\$362,868	\$9			\$1,875,000	\$48	\$37,473,370	\$958	\$23,025,028
Shelburne *	\$45,000	\$8	5,871	\$766,008	\$130	\$82,613	\$14	\$34,954	\$6	\$44,600	\$8	\$24,665	\$4	\$139,996	\$24	\$1,919,389	\$327	\$2,290,418
Colchester *	\$184,229	\$13	14,731	\$1,517,207	\$103	\$202,932	\$14	\$91,801	\$6	\$58,500	\$4	\$48,385	\$3	\$47,840	\$3	\$5,544,000	\$376	\$4,871,188
Winooski *	\$127,430	\$19	6,649	\$818,246	\$123	\$123,320	\$19	\$29,900	\$4	\$52,000	\$8	\$35,880	\$5	\$96,900	\$15	\$2,997,653	\$451	\$2,862,173
Williston *	\$277,540	\$56	5,000	\$283,798	\$57	\$61,212	\$12	\$59,985	\$12	\$45,183	\$9	\$32,625	\$7	\$115,870	\$23	\$1,522,879	\$305	\$2,362,135
So. Burlington	\$711,626	\$56	12,809	\$2,057,182	\$161	\$261,861	\$20	\$102,489	\$8	\$149,640	\$12		\$0	\$867,728	\$68	\$5,402,996	\$422	\$6,865,666
Milton	\$50,000	\$6	8,404	\$600,700	\$71	\$39,542	\$5	\$48,500	\$6	\$67,600	\$8	\$29,500	\$4	\$302,800	\$36	\$2,685,144	\$320	\$2,570,732
AVERAGE		\$34			\$113		\$16		\$7		\$7		\$4		\$31		\$402	
Village as a % over/under																		
Chittenden County Average		-6.7%			NA		-93.7%		NA		-82.4%							-26.8%
Town as a % over/under																		
Chittenden County Average		-71.3%			-2.2%		20.8%		50.9%		3.0%							-58.4%

Intergovernment includes CCTA, County Tax, Regional Planning Commission and MPO.
 The average per capital figure for intergovernment does not include Essex Junction because of the costs included in intergovernmental, Essex Junction pays only the MPO.
 Debt includes General Fund, Water and Sewer.
 The Essex Town \$/CAP costs shown on this page are based on a combined Village and Town population of 16,498.

1996 TOWN OF ESSEX PROGRAMS
 Shown compared to Chittenden County Average
 per capita spending (Communities > 5,000)



Data Compiled by C. Ketcham 8/95
 * Excluding Burlington

08/04/95

Graph #6

1996 ESSEX PROGRAM BUDGETS SHOWN
 COMPARED TO CHITTENDEN COUNTY AVERAGE
 PER CAPITA SPENDING (COMMUNITIES > 5,000)

Program	% over or under County Ave.
Public Works	41%
Health & Welfare	31%
Intergovernment	24%
Cultural Programs	21%
Comm. Develop.	15%
Police & Other Safety	-2%
Recreation	-9%
Admin & Finance	-24%
Debt Svc.	-64%
Capital Reserve	-65%
Fire	-66%
Misc*	-98%

BENCHMARK STUDY - SURVEY OF CHITTENDEN COUNTY COMMUNITIES WITH POPULATIONS OVER 5,000 - FY96 BUDGETS

Data Compiled by C. Ketcham 6/95

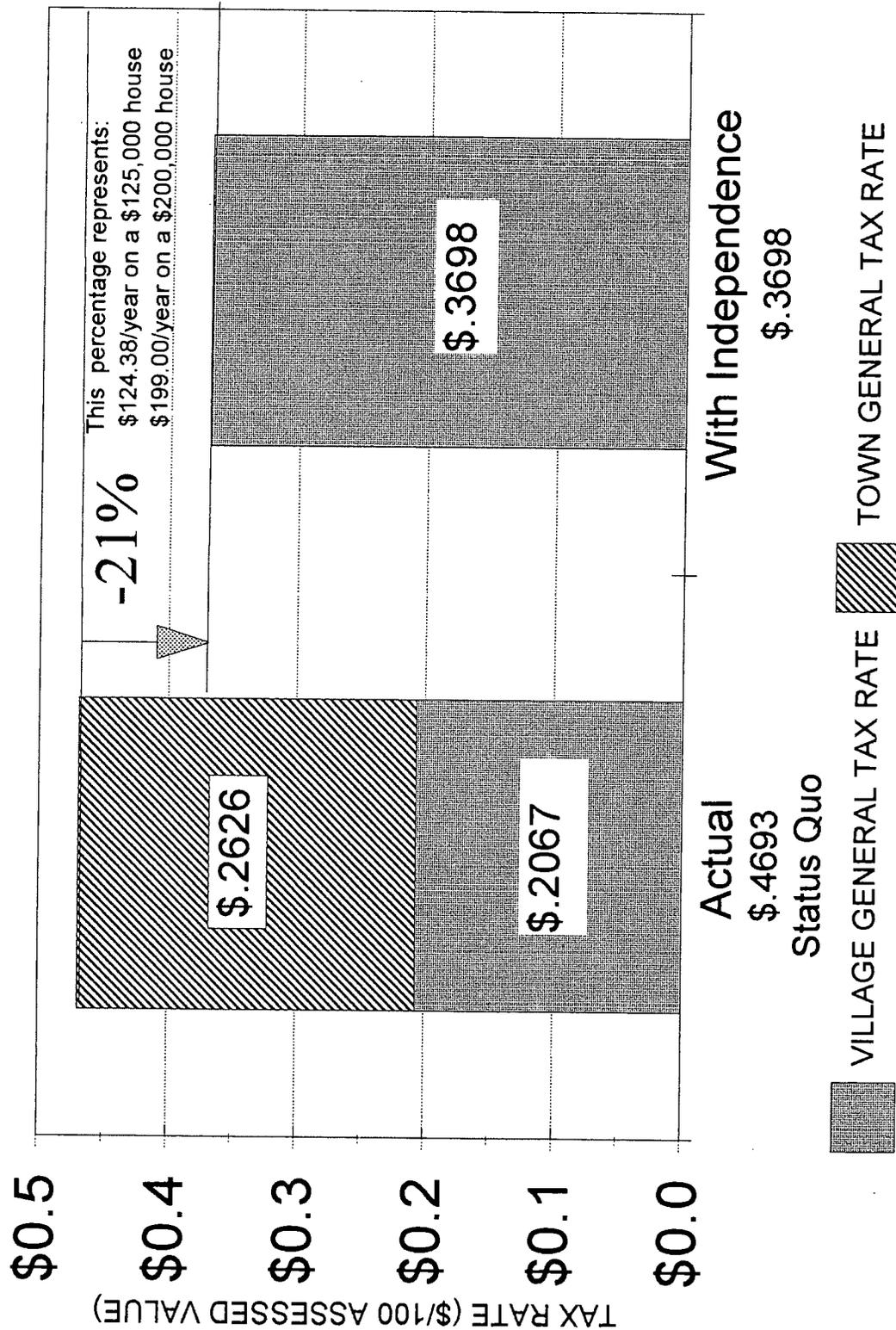
COMMUNITY	POPULATION	CULTURAL PROGRAMS	\$/cap	COMMUNITY DEVELOPMENT	\$/cap	FIRE	\$/cap	PUBLIC WORKS	\$/cap	ADMIN. AND FINANCE**	HEALTH AND WELFARE	
											\$/cap	\$/cap
Essex Jct.	8,512	\$345,262	\$40.56	\$172,032	\$20.21	\$175,850	\$20.66	\$562,398	\$66.07	\$317,583	\$37.31	\$0.00
Essex Town	17,615	\$190,653	\$20.94	\$208,691	\$22.93	\$88,531	\$9.73	\$1,326,072	\$145.67	\$973,298	\$55.25	\$4.76
Burlington *	39,295	\$788,170	\$20.06	\$997,610	\$25.39	\$3,473,120	\$88.39	\$1,994,060	\$50.75	\$6,333,860	\$161.19	\$0.49
Shelburne *	6,157	\$98,295	\$15.96	\$86,312	\$14.02	\$59,662	\$9.69	\$563,191	\$91.47	\$569,544	\$92.50	\$4.01
Colchester *	15,531	\$186,789	\$12.03	\$323,336	\$20.82	\$463,075	\$29.82	\$1,088,518	\$70.09	\$708,653	\$45.63	\$3.33
Winooski *	6,586	\$40,846	\$6.20	\$70,174	\$10.66	\$54,335	\$8.25	\$852,109	\$129.38	\$495,732	\$75.27	\$7.25
Williston *	5,378	\$149,862	\$27.87	\$115,568	\$21.49	\$102,597	\$19.08	\$890,749	\$165.63	\$381,995	\$71.03	\$6.07
W. Burlington	13,210	\$95,872	\$7.26	\$194,021	\$14.69	\$763,816	\$57.82	\$1,557,810	\$117.93	\$1,008,593	\$76.35	\$0.00
Milton	9,177	\$46,640	\$5.08	\$266,570	\$29.05	\$143,000	\$15.58	\$838,011	\$91.32	\$376,980	\$41.08	\$3.21
AVERAGE			\$17.33		\$19.92		\$28.78		\$103.14		\$72.85	\$3.64
illage as a % over/under			134.1%		1.5%		-28.2%		-35.9%		-48.8%	-100.0%
own of Essex as% over/under			20.9%		15.1%		-66.2%		41.2%		-24.1%	30.7%
illiston as% over/under			60.8%		7.9%		-33.7%		60.6%		-2.5%	66.7%
inooski as% over/under			-64.2%		-46.5%		-71.3%		25.4%		3.3%	99.2%

opulation figures are from Vt Department of Health 1993 estimates

*Cap for Town of Essex Library, Comm Dev., Fire and Public Works based on Town only population, all other per capita calculations based on Combined Town & Village population of 17,615 as to whether Town Recreation cost should be applied to the same 17,615 population.

TAX RATES PAID BY VILLAGE RESIDENTS

FY 1996 ACTUAL & WITH INDEPENDENCE



Graphs #7

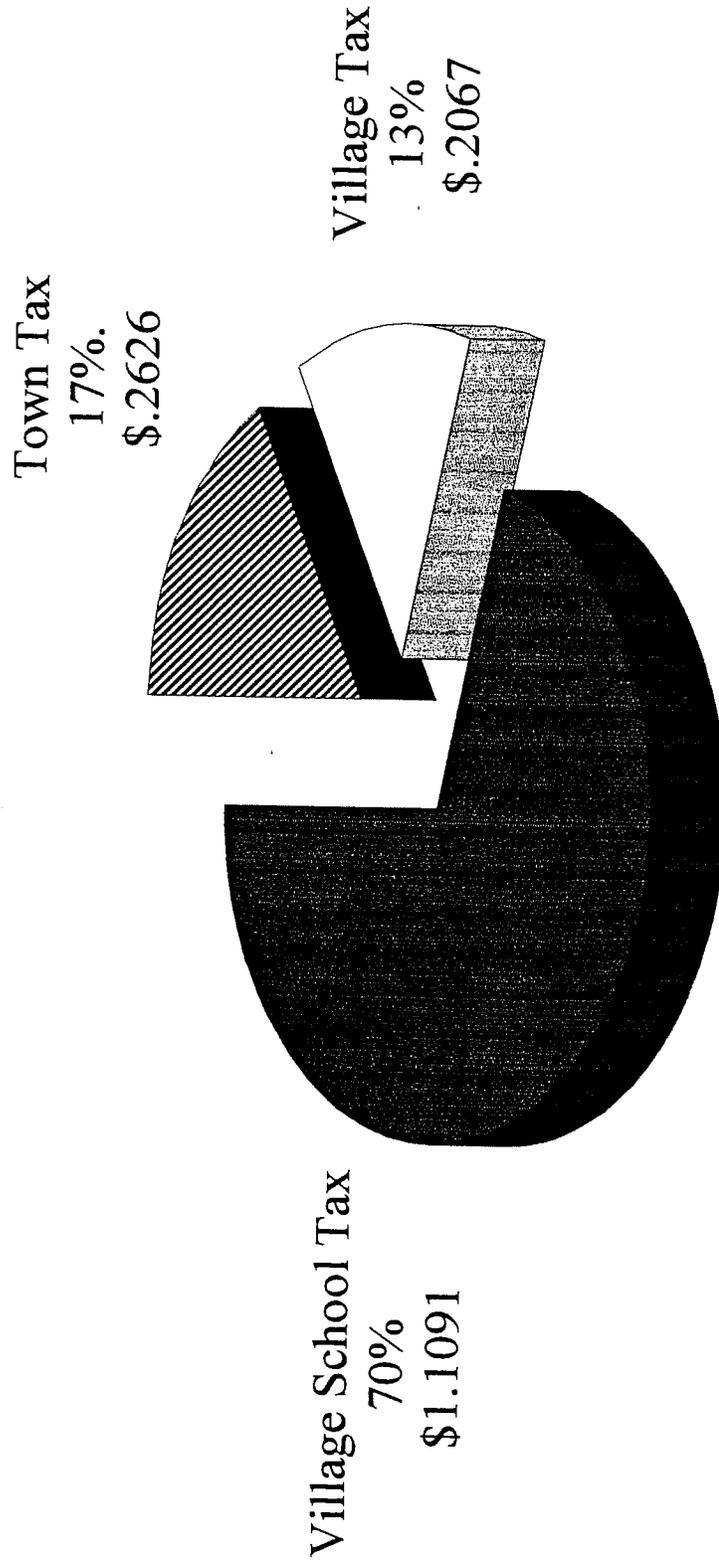
Municipal Tax Rates not including School Tax Paid by Village Residents

	Current Tax Rate	WITH INDEPENDENCE	% change
VILLAGE GENERAL TAX RATE	0.2067	0.3698	79%
TOWN GENERAL TAX RATE	0.2626		-100%
TOTAL	0.4693	0.3698	-21%

Tax Rates Translated into Dollars for \$125,000 home

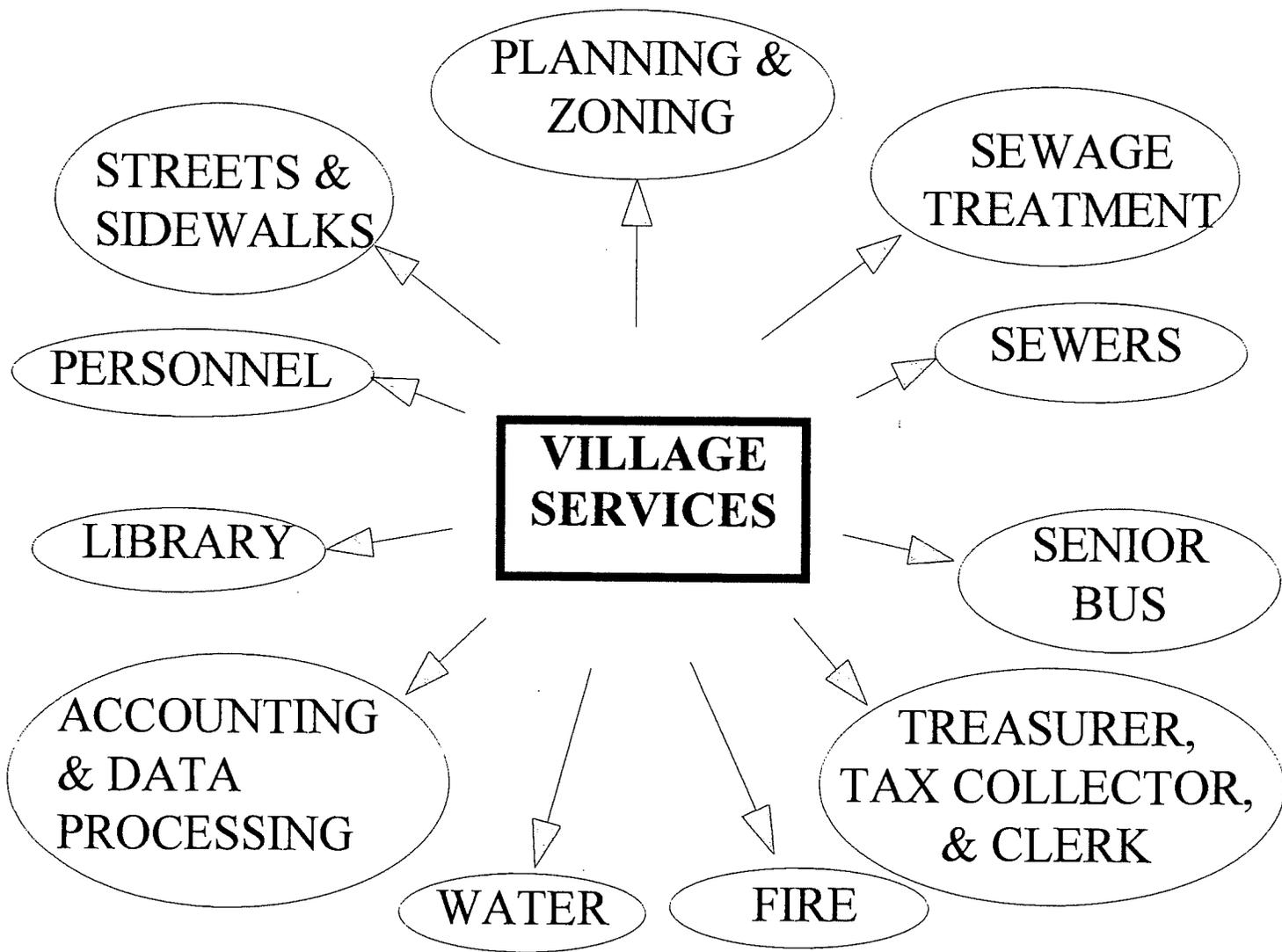
	Current Tax Rate	WITH INDEPENDENCE	% change
VILLAGE TAX BILL	\$258.38	\$462.25	79%
TOWN TAX BILL	\$328.25		-100%
TOTAL	\$586.63	\$462.25	-21%

THIS IS HOW YOUR VILLAGE TAX DOLLARS ARE SPENT!



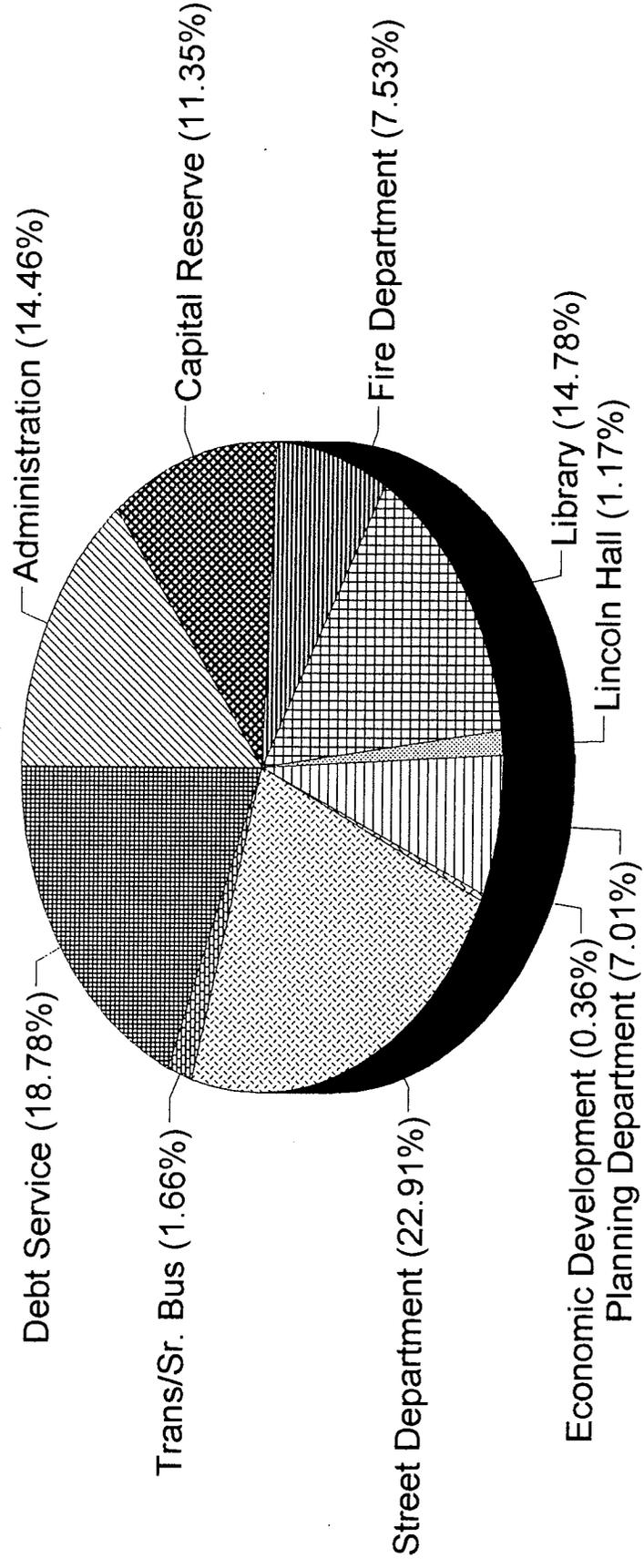
Graph #8

COSTS TO VILLAGE TAXPAYERS 1996		
	Tax Rate	%
Town Tax	0.2626	17%
Village Tax	0.2067	13%
Village School Tax	1.1091	70%
Total	1.5784	100%



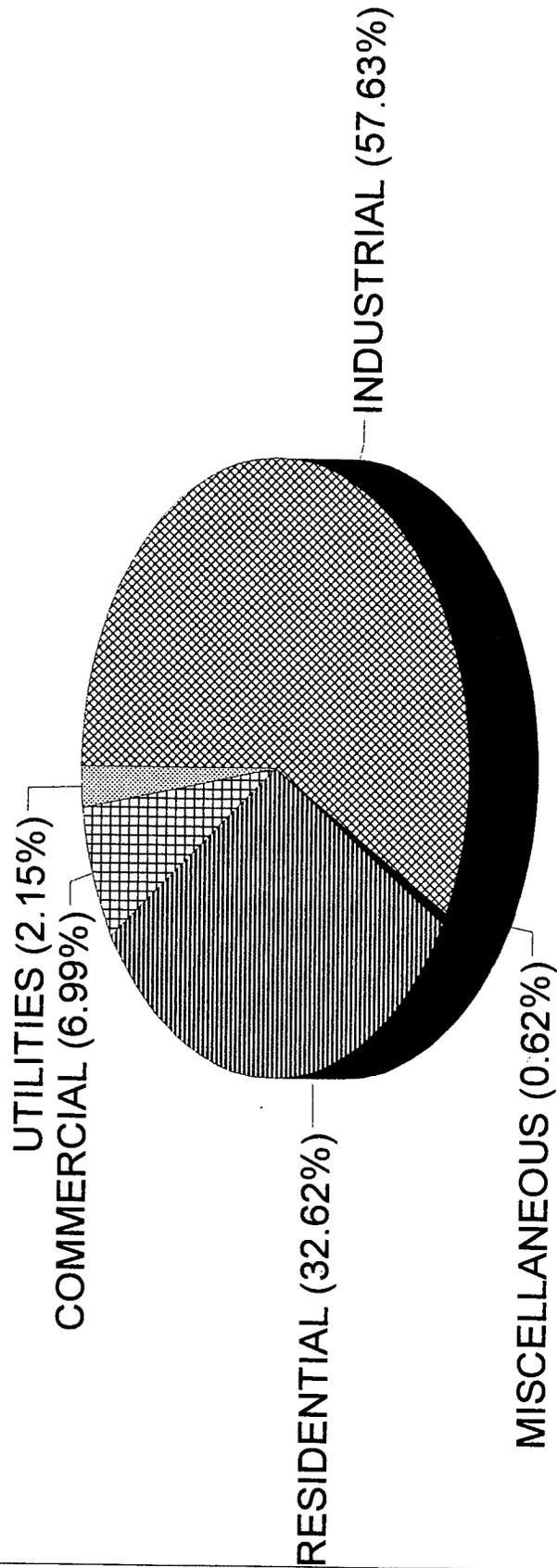
FY 1996 EXPENDITURES FOR VILLAGE GOVERNMENT

\$2,335,659*

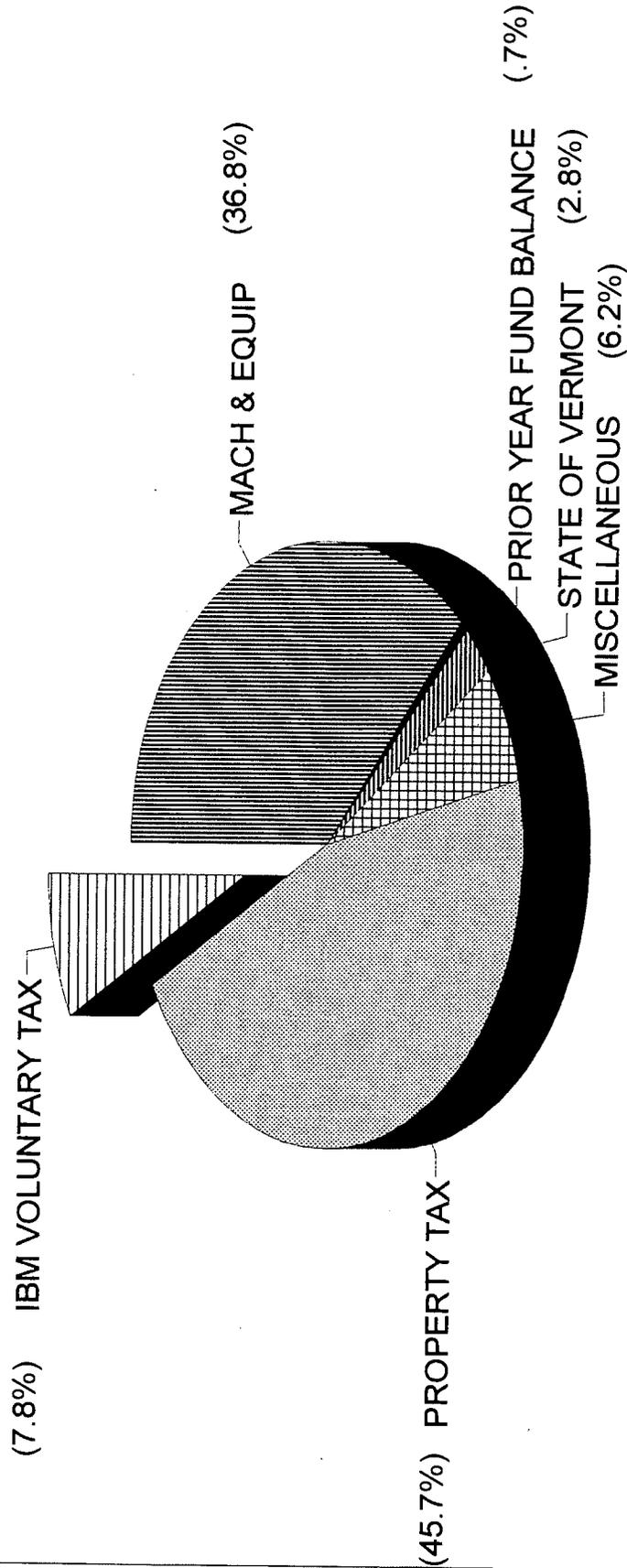


*General Fund Budget only

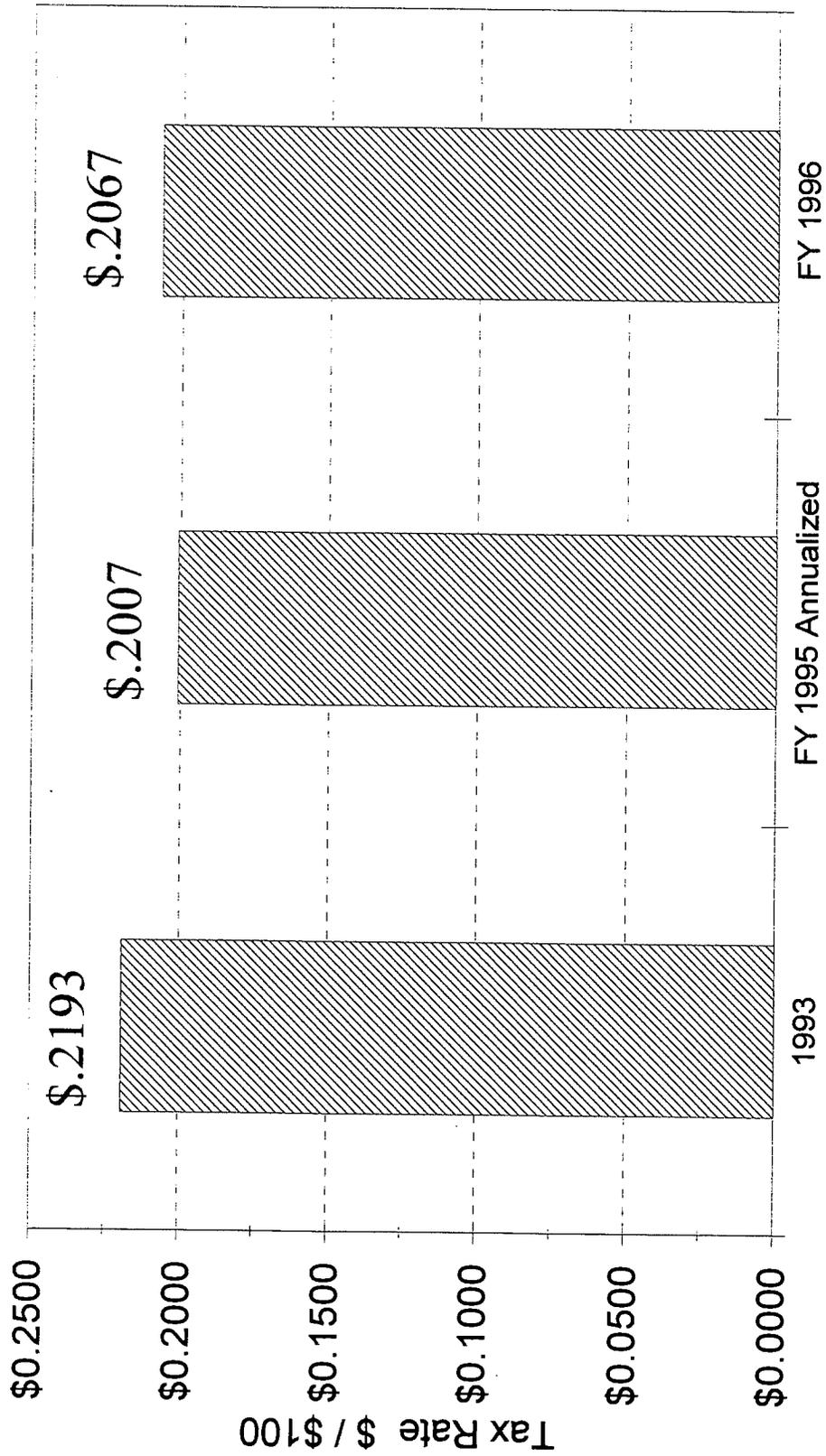
VILLAGE GRAND LIST 1995



1995-96
VILLAGE GENERAL FUND REVENUES
\$2,335,658



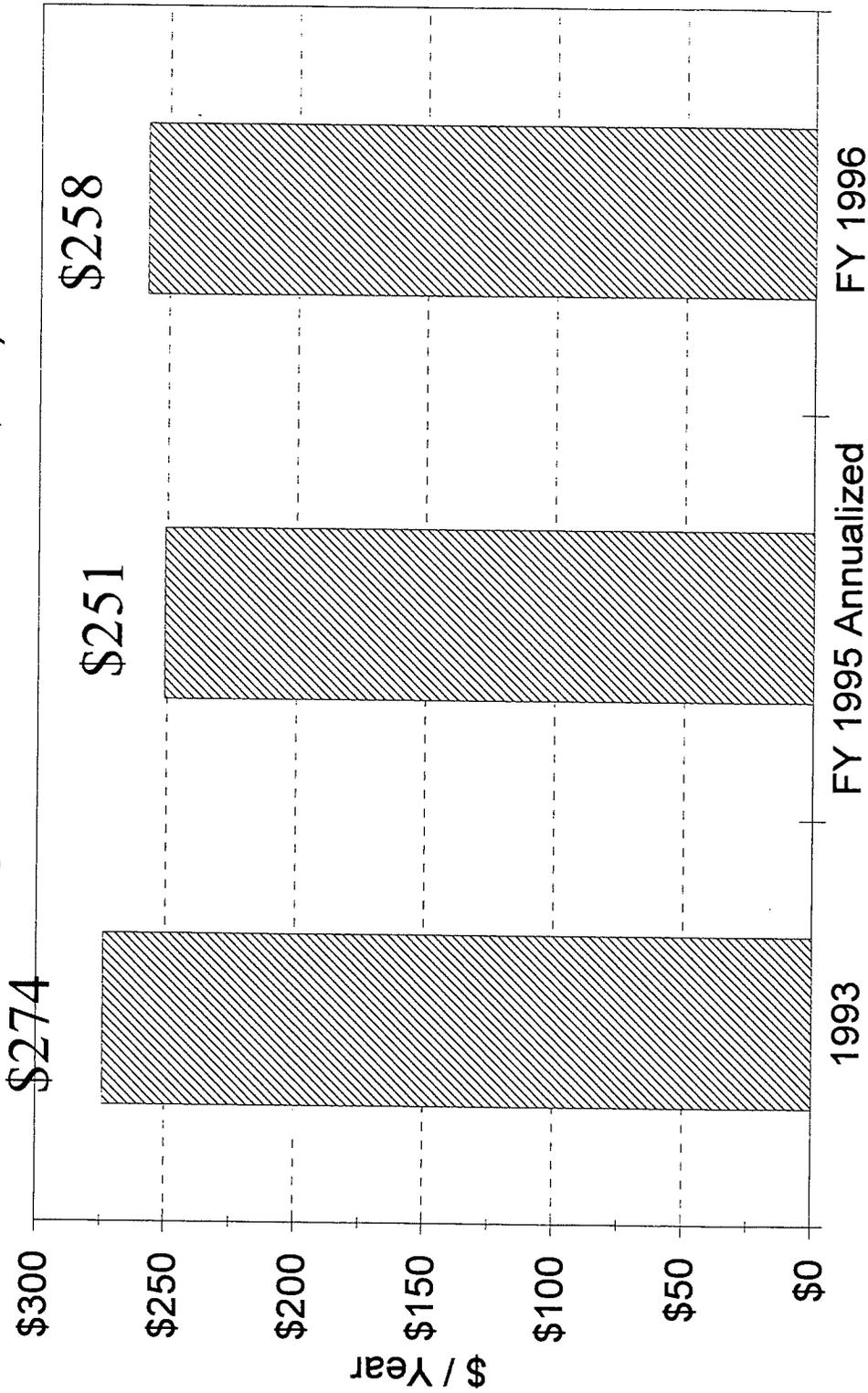
VILLAGE TAX RATES



AVERAGE VILLAGE TAX BILL

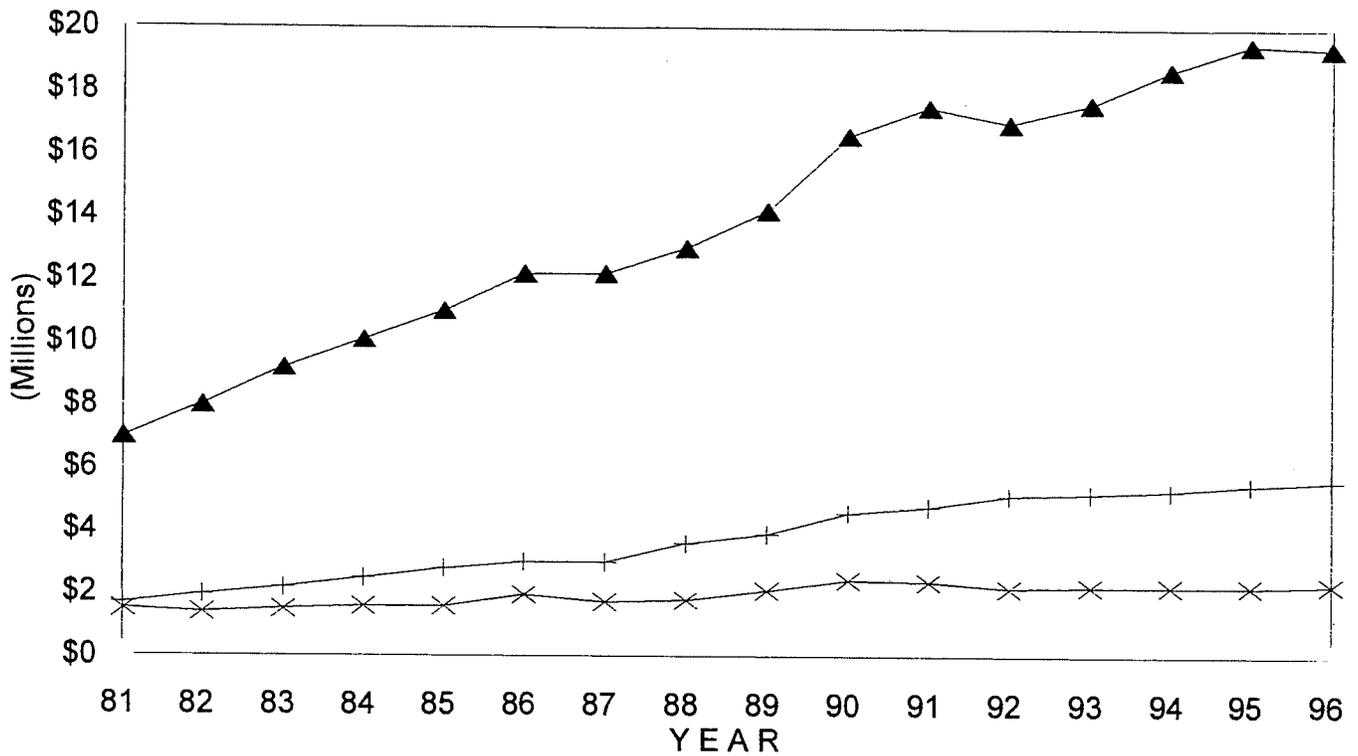
Includes Budget & Special Articles

(Average House Value = \$125,000)



BUDGET COMPARISON 1981-1996

Town, Village, School



▲ School + Town × Village

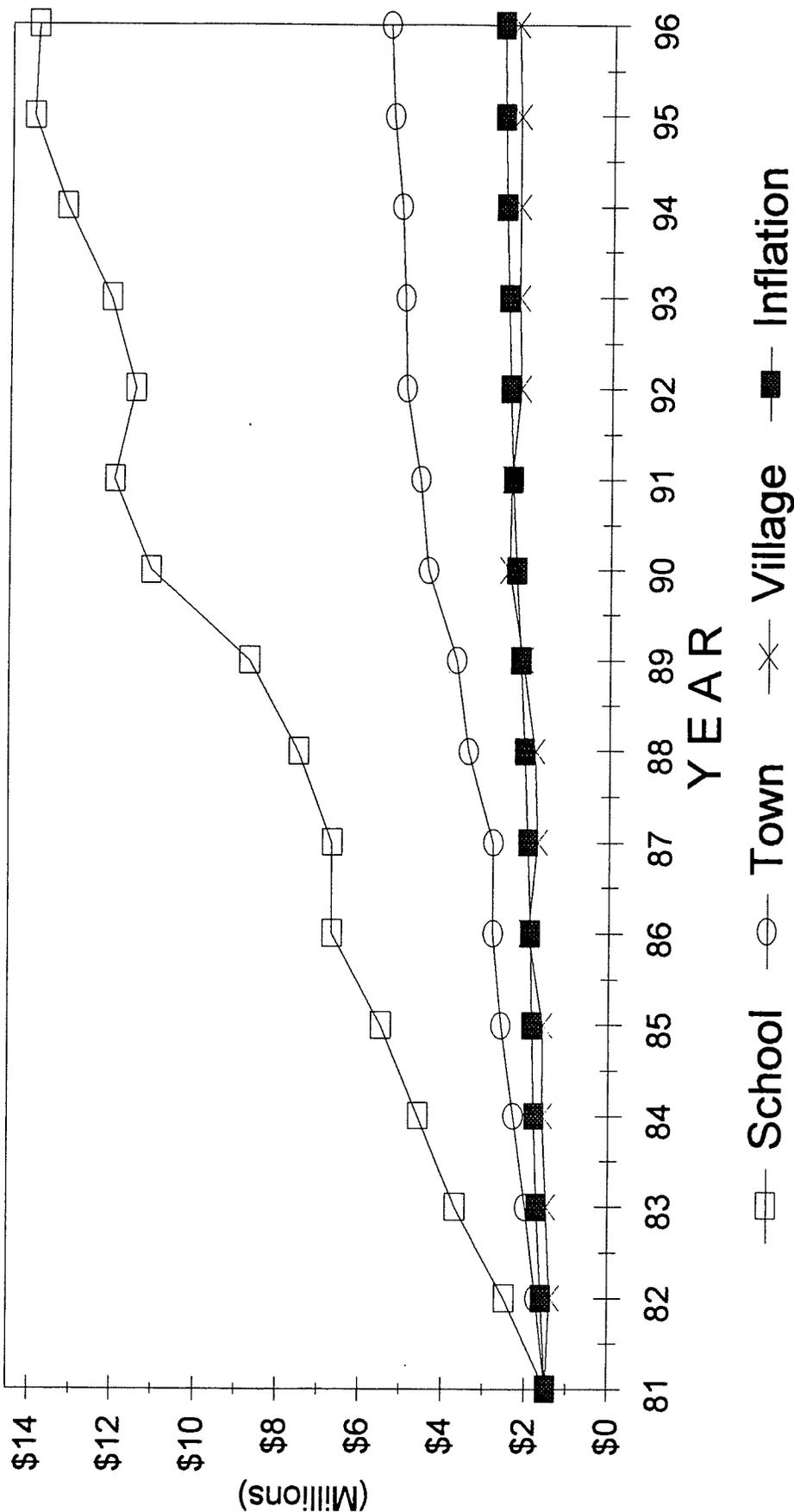
The growth in the Village budget over this 15 year period:

1. has been below the rate of inflation and,
2. has entirely absorbed more than a 21% increase in the Village population.

Source: Charlie Ketcham

Relative* Budget Growth 1981-1996

Town, Village, School



* All three budgets and the inflation line start at the same point for growth comparison purposes.

IS BIGGER, BETTER? IS SMALLER, BETTER?

LAW OF DIMINISHING MARGINAL RETURNS:

Please see Graph #16 on the following page, which illustrates the Law of Diminishing Marginal Returns.

Facilities that require expensive, capital investments, or processes that involve many repetitive tasks, often have very large economies of scale (e.g., manufacturing, banking or water purification). However, local customer service entities often do not have these characteristics and do not have the same economies of scale (e.g., dental office, law office or a retail water service).

Many large, capital intensive public facilities in Chittenden County have already been regionalized to take advantage of the economies of scale presented by these assets. Examples of these assets are:

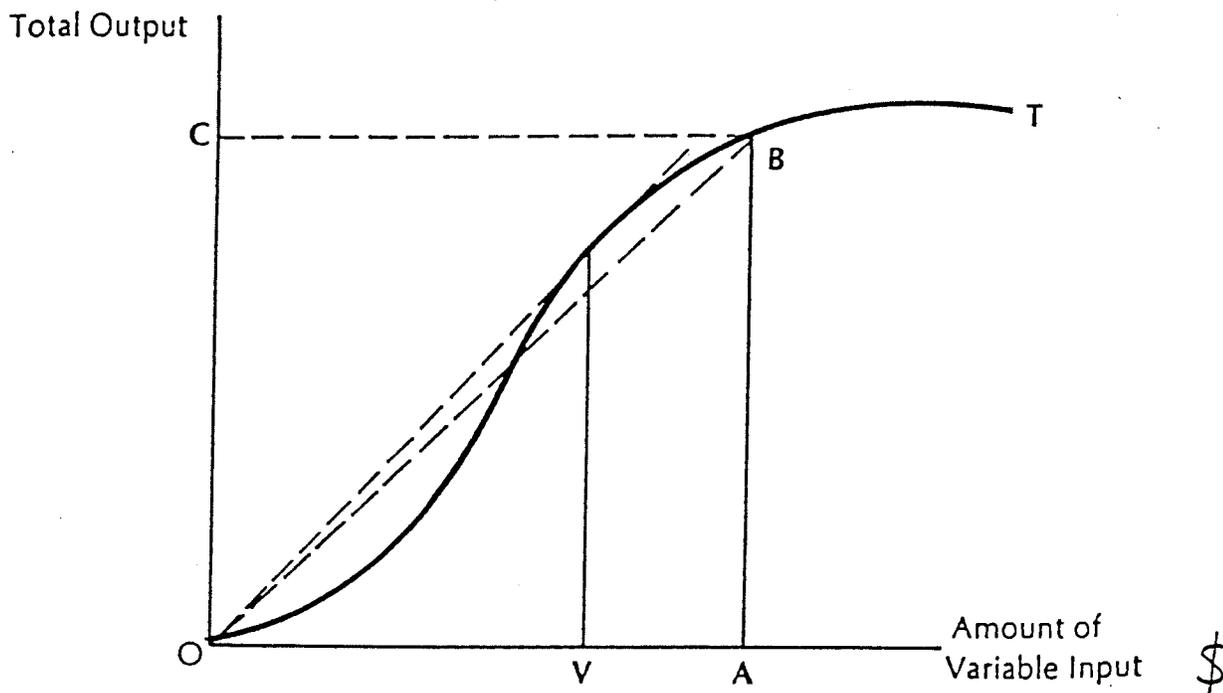
1. the CWD water plant (which serves 9 communities)
2. the regional wastewater treatment plant (which the Village of Essex Junction operates for the Village, the Town of Essex, and the Town of Williston)
3. the Chittenden Regional Solid Waste Landfill (which serves 16 communities)
4. the CCTA bus system service (which serves 7 communities).

SIZE OF THE VILLAGE:

Please see Table #1, listing the most populated communities in Vermont. As you can see, the Village of Essex Junction is the twelfth most populated community out of 247 communities in Vermont. We are Vermont's largest Village (see Table #2). Also, in terms of the number of jobs and the number of businesses in a community, the Village ranks in the top sixteen in Vermont. (See Tables #3 and #4.)

THE LAW OF DIMINISHING MARGINAL RETURNS

Measurement of the Average Product



In Figure 5.4, we assume that the amount of the variable output is varied continuously, the result being that the total product, the average product, and the marginal product curves are continuous.

ECONOMIES OF SCALE

**LARGE CAPITAL INTENSIVE FACILITIES
THAT HAVE BEEN REGIONALIZED:**

- ✓ **WATER PLANT (CWD)**
- ✓ **WWTP (Williston, Essex and Essex
Junction)**
- ✓ **LANDFILL (CRSWD)**
- ✓ **BUS (CCTA)**

**SMALL CUSTOMER SERVICE ENTITIES DO
NOT HAVE THE SAME ECONOMIES OF
SCALE.**

TABLE #1**THE MOST POPULATED COMMUNITIES IN VERMONT**

TOWN/CITY	POPULATION
1. Burlington City	39,127
2. Rutland City	18,230
3. Essex Town/Essex Junction Village	16,498*
4. Bennington Town	16,451
5. Colchester Town	14,731
6. South Burlington City	12,809
7. Brattleboro Town	12,237
8. Springfield Town	9,616
9. Barre City	9,482
10. Hartford Town	9,404
11. Milton Town	8,404
12. Essex Junction	8,396*
13. Montpelier City	8,247
14. Middlebury Town	8,093
15. St. Johnsbury Town	7,604
16. Barre Town	7,411
17. Winooski City	6,649

NOTE: Population from 1990 Census. Does not include CDP's (Census Designated Places with Large Populations).

THERE ARE 247 COMMUNITIES IN VERMONT

(Source: Vermont League of Cities and Towns)

**VERMONT'S 40 VILLAGES
POPULATION
1990-1992**

ESSEX JUNCTION	8,396*
Bellows Falls	3,313
Swanton	2,360
Morrisville	1,984
Northfield	1,889
Bristol	1,801
Poultney	1,731
Waterbury	1,702
Milton	1,578
North Bennington	1,520
Johnson	1,470
Enosburg	1,350
Lyndonville	1,255
Ludlow	1,123
Woodstock	1,037
Barton	908
Derby Line	855
Orleans	806
North Troy	725
Derby Center	684
Bradford	672
Manchester	561
Saxton River	541
Jeffersonville	462
Hyde Park	457
Stowe	450
Alburg	436
Wells River	424
Newbury	412
Westminster	399
West Burke	353
Cambridge	292
Old Bennington	279
No. Westminster	268
Marshfield	257
Jacksonville	244
Cabot	220
Albany	180
Newfane	164
Perkinsville	148

AVERAGE

*1,093 (including Essex Junction)

TABLE #3

**COMMUNITIES IN VERMONT
RANKED ACCORDING TO THE NUMBER OF JOBS**

1.	Burlington	29,750
2.	South Burlington	14,486
3.	Brattleboro	13,108
4.	Rutland City	12,858
5.	Essex (inc. Essex Junction)	12,713
6.	Bennington	9,926
7.	Montpelier	8,486
8.	Essex Junction	8,400 est.
9.	Colchester	6,587
10.	Middlebury	6,219
11.	Manchester	5,483

Source: Dept. of Employment and Training
VT County and Town, 1994, for all communities
except the Village, which is a conservative estimate..

Note: 1994 Department of Health estimate shows Essex Junction's
population at 8,624.

TABLE #4**COMMUNITIES IN VERMONT
RANKED ACCORDING TO THE NUMBER OF BUSINESSES**

1.	Burlington	1,616
2.	Rutland City	1,031
3.	South Burlington	913
4.	Brattleboro	783
5.	Bennington	648
6.	Montpelier	597
7.	Essex (inc. Essex Junction)	555
8.	Barre City	482
9.	Williston	472
10.	Manchester	458
11.	Colchester	448
12.	Middlebury	438
13.	St. Albans City	434
14.	St. Johnsbury	425
15.	Hartford	404
16.	Essex Junction	373
17.	Stowe	362
18.	Springfield	354
19.	Newport City	302
20.	Shelburne	290
21.	Woodstock	287
22.	Morristown	270
23.	Waterbury and Rockingham	216
24.	Lyndon	192
25.	Berlin	180

Source: Dept. of Employment and Training
VT County and Town, 1994, total covered.

POLICE SERVICES

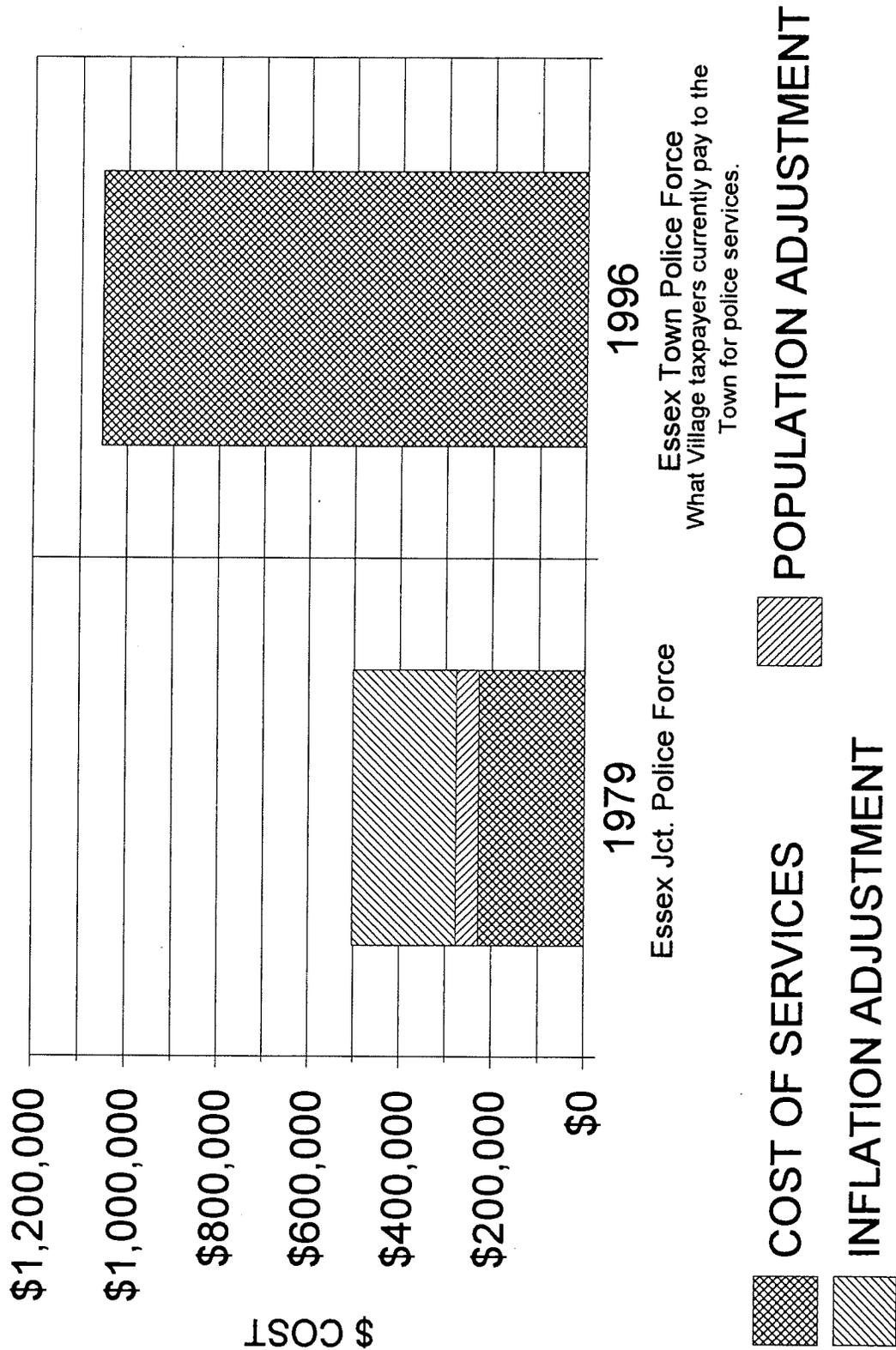
The following graph (#17) compares the Village police costs before and after the Village police department merged with the Town.

This graph makes adjustments in the Village's police costs for both inflation and population growth that have occurred since merger. As you can see, the police costs for the Village have more than doubled since a merger of the police departments occurred.

1979 was the last full year that the Village operated a police department. Merger occurred in 1980.

COST OF POLICE SERVICES TO THE VILLAGE

BEFORE & AFTER TRANSFER TO TOWN



Graph #17

COST OF POLICE SERVICES TO THE VILLAGE

	1979	1996
COST OF SERVICES	229,000	1,053,000
POPULATION ADJUSTMENT	48,000	
INFLATION ADJUSTMENT	225,201	

RECEIVED

OCT 18 1991

Village of Essex Junction

Sullivan, Powers & Co.

CERTIFIED PUBLIC ACCOUNTANTS

77 Barre Street
P.O. Box 947
Montpelier, VT 05601
223-2352 / FAX 223-3578

A PROFESSIONAL CORPORATION

James H. Powers, CPA
Fred Duplessis, CPA
Kathy L. Blackburn, CPA
VT Lic. #92-000180

October 3, 1991

Board of Trustees
Village of Essex Junction
2 Lincoln Street
Essex Junction, Vermont 05452

At your request, we performed the procedures enumerated below with respect to the cost reduction study related to savings produced by separation of the Village and Town dated March 31, 1990. These procedures, as specified by the Board of Trustees, were performed solely to assist the Board in evaluating the cost reduction study. This report is not to be used for any other purpose.

Procedures:

- We have interviewed Village personnel to determine the source of the data and the methodology used to make comparisons.
- We have reviewed and evaluated the accuracy of the data used.
- We have evaluated the propriety of the data used.
- We have evaluated the methodology of the comparisons made.
- We have overviewed the proposal in an attempt to determine if there are any costs that the Village may have overlooked.

Our findings are presented in the accompanying schedule.

Because the above procedures do not constitute an audit in accordance with generally accepted auditing standards, we do not express an opinion or other form of assurance on the accompanying schedule.

Had we performed additional procedures or had we audited the financial statements in accordance with generally accepted auditing standards, other matters might have come to our attention that would have been reported to you. This report relates only to the matters specified above and does not extend to the financial statements of the Village of Essex Junction, taken as a whole.

Sullivan, Powers & Company
SULLIVAN, POWERS & CO.
Certified Public Accountants

October 3, 1991
Montpelier, Vermont

VILLAGE OF ESSEX JUNCTION
SCHEDULE OF FINDINGS - COST REDUCTION STUDY

The Village prepared a cost reduction study on the savings produced by separation of the Village and Town dated March 13, 1990 which is attached to this report. The savings and amounts used are based on 1990 dollars.

The approach that the Village used was to compare the amount of property taxes the Village taxpayers pay to the Town to the cost of replacing all the services provided by the Town.

Based on the report, the services that the Town provides the Village are elections, real estate appraisal, clerk's office, police, cemeteries, public health and grants, economic development and intergovernmental expenses (county tax, CCTA, etc).

We have compared the Town and Village reports to determine which services would have to be replaced. We have also discussed this with the Village Manager. Based upon our comparison and discussions, it appears that the listed services in the report are the services that would have to be replaced.

To determine the cost of replacing these services, the Village calculated 60% of the amount budgeted for fiscal year 1989-90 based on the relative grand list values for elections, real estate appraisal, clerk's office, cemeteries, public health and grants and economic development. We traced and agreed these budgets to the 1990 Town report. We also recalculated the amounts determined at 60% and found no differences.

We are not sure that allocating these costs based on the relative grand list value is a fair method. We would have looked at population which is approximately 50%, however, the difference between these two percentages would only be approximately \$30,000. Utilizing the grand list method actually produces a more conservative savings.

To determine the intergovernmental expense, the Village contacted the various entities that would bill them and had them recalculate what the bill would be, based on the particular factor (i.e. population, grand list or miles). These amounts appear reasonable. The Village did neglect to bring the correct total forward from the annual replacement page to the computation of savings page. This would reduce the savings by \$14,754.

For the Police Department, the major service that would have to be replaced, the Village estimated what it would cost to staff their own department with thirteen officers, four dispatchers and two clerk/secretaries. They then compared this with the budgets of other communities of similar size to determine the reasonableness of their estimate.

VILLAGE OF ESSEX JUNCTION
SCHEDULE OF FINDINGS - COST REDUCTION STUDY

Based upon our review of their estimates and a comparison to the report "A Profile of Municipal Police Departments in Vermont" published by the Vermont Criminal Justice Center in cooperation with the The Chiefs of Police Association of Vermont dated November 1989, the estimate appears reasonable if not on the high side. The average budgets for the five communities ranging from 7,500 - 10,000 population for 1990 was \$678,094. The average number of full-time officers for communities with populations between 6,000 - 10,000 was 1.6 per 1,000 population. This would indicate that the Village would need approximately 13 1/2 full time officers. The Village also has one of the smallest areas (4.6 square miles) to cover which may also indicate that the estimate could be high.

The Village then estimated what the start up costs would be to initiate these services. This was determined to be approximately \$700,000 using generally the most expensive option available. This amount appears reasonable based on our review. This total was then amortized over 10 years at 8.5% interest which would produce a first year cost of approximately \$130,000. Subsequent years payments would be less than the first year. The Village used \$140,000 in their computation of savings.

Based upon our review and analysis of the data and methodology utilized by the Village, we concur there would be a savings to the Village taxpayers of approximately one million dollars. This is based on a comparison of the amount paid by the Village taxpayers to the Town with the cost of replacing these services in 1990.

x

L.W.V.

ESSEX LEAGUE OF WOMEN VOTERS
ESSEX JUNCTION, VERMONT 05452

September 29, 1978

Mr. Gerald M. Malloy, Accountant
Village of Essex Junction
Essex Junction, Vermont 05452

Dear Mr. Malloy,

Thank you for your letter of September 25th. I hope to clear up some misunderstandings.

The League of Women Voters of Essex is studying taxation in the Village and Town. As part of the larger study of taxation, this local tax committee included a proposed budget for a separate Village government and a possible one for a merged Village and Town government. Since these two issues are being discussed in the community, these budgets were relevant to a thorough study. All this material was presented at League meetings on September 13th which were open to the public.

The information you provided to the committee was very helpful and was one of their primary sources for their presentation of the estimated separation budget. We appreciate your cooperation in making these figures available.

The merger budget as presented was only an educated guess. The committee used the budget figures as published in the Village and Town Reports as the basis for this budget. Certainly, there are many valid questions. At our meetings the committee explained why they had chosen the particular police and public works estimates but knew that the exact numbers are open to question.

Our League committee gave the Suburban List some tax information the editors wanted. I must admit that I was probably as surprised as anyone when I read the headline, "League Sees Savings With Merger". This was not the thrust of our meetings or even that of the article following. All our and your figures agree that at present the separation of Village and Town governments would result in a greater tax savings for the Village taxpayer than would merger. *

The League of Women Voters of Essex has no position on the separation of Village and Town government and will not have one in the near future. We take positions and support issues only after study and we have not studied this issue. As an organization we have been very careful not to show any preference in the separation question. However, some of our members who are not on the Board of Directors have been vocal. Certainly, as citizens they have this right.

We are very concerned that we keep our reputation of fairness. We do try to look at all sides of an issue and reach conclusions.

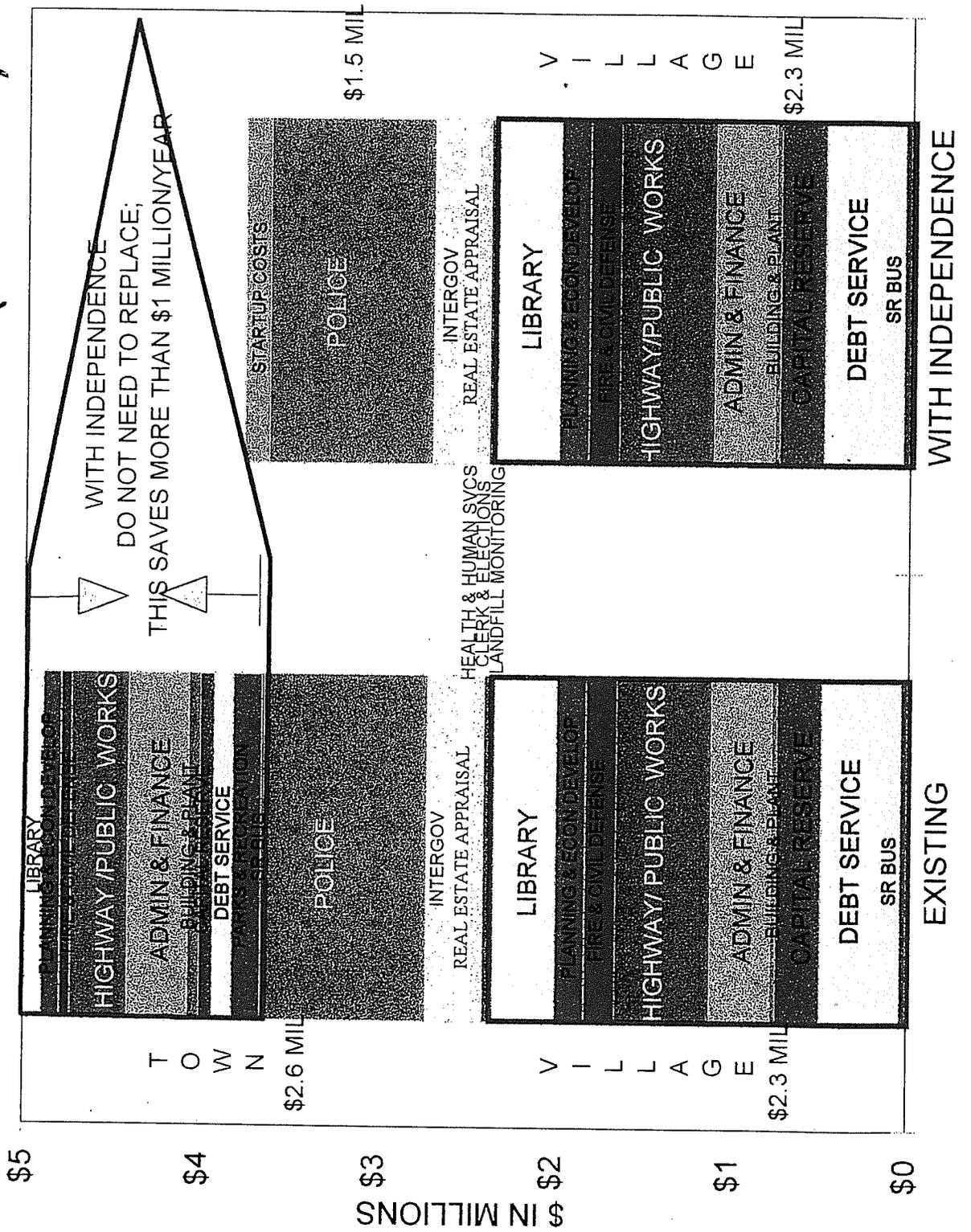
Sincerely,

Mary Beth Dorsey

Mary Beth Dorsey
President

cc: Marge Gaskins
Stells Bukanc

1995 VILLAGE MUNICIPAL COSTS (GRAPH 1)



UPDATE OF THE 1990 COST REDUCTION STUDY
SAVINGS PRODUCED BY INDEPENDENCE OF THE VILLAGE FROM THE TOWN

The Village paid to the Town of Essex approximately 60% of the Town tax levy (or \$2.6 million) in FY 95. If the Village became independent of the Town, our new costs to replace the Town's services would be approximately \$1.5 million, or approximately \$1 million a year less than what we now pay to the Town. These costs are listed below:

				Computation of savings
Amount paid by Village taxpayers to the Town of Essex in FY95 (Refer to Graph #1)				\$2,630,000
New services that the Village would need to pay for if the Village became independent of the Town	Town Budget FY95	60% of Town's Budget paid by Village	Maximum (FY 96) amt. the Village would need to provide the same service	
Police	\$1,819,815	\$1,091,189	\$1,000,000	
Clerk & elections	125,171	75,103	70,000	
Real estate appraisals	180,601	108,360	80,000	
Health, human services & cemeteries	86,796	52,078	50,000	
Intergovernmental (County tax, CCTA, CRPC)	318,678	191,207	171,000	
GBIC	<u>5,000</u>	<u>3,000</u>	<u>3,000</u>	
SUB-TOTAL + start-up costs	\$2,536,061	\$1,520,937	\$1,374,000 <u>143,310</u>	
Total amount the Village would need to provide the above services if the Village became independent.				\$1,517,310
TOTAL ANNUAL SAVINGS FOR THE VILLAGE TAXPAYERS RESULTING FROM INDEPENDENCE				\$1,112,690

All existing Village services (street, library, fire, etc.) would continue without change. Village Water and Sewer (WWTP) services would continue to be provided and paid for under the existing system, without change. Landfill costs are paid to the Chittenden Regional Solid Waste District. The Village is a member community.

ANNUAL REPLACEMENT COSTS

- **POLICE:** \$1,000,000
OPTIONS:
 1. Contract for these services*
 2. Hire staff: fourteen officers
four dispatchers
two clerk/secretaries

- **CLERK AND ELECTIONS:** \$ 70,000
OPTIONS:
 1. Contract for these services*
 2. Hire staff (two people)

- **REAL ESTATE APPRAISALS:** \$ 80,000
OPTIONS:
 1. Contract for these services*
 2. Hire staff (two people)

- **HEALTH, HUMAN SERVICES, CEMETERIES
AND GRANTS (optional) GIVEN TO NON-PROFIT
GROUPS:** \$ 50,000
OPTIONS:
 1. Contract for these services*
 2. Hire staff: health officer (part-time)
animal control/shelter officer

- **INTERGOVERNMENTAL (COUNTY TAX, CCTA, CRPC):**

County tax	\$ 53,000	
CCTA	\$ 90,000	
Winooski Valley Park District (optional)	\$ 19,000	
Chittenden County Regional Planning	\$ 9,000	
Metropolitan Planning Organization (presently included in the Administration Budget)	\$ 0	
		\$ 171,000

- **GBIC (OPTIONAL):** \$ 3,000

*The contract option includes contracts with other municipalities, the state or private contractors.

NOTE: If we use the "hire staff" option, I do not believe that many full-time Town employees would lose their jobs because the Village could hire those employees that the Town would no longer need.

MAXIMUM START-UP COSTS

• **BUILDING AND FURNISHINGS:**

OPTIONS:

1. Rent
2. Purchase
3. Use space in Lincoln Hall

Option 3: The costs to renovate space in Lincoln Hall are listed below and are taken from the ESPACE plan dated 9-23-93:

- New construction; entry vestibule and lobby; 750 ft. x \$50/sq. ft. = \$ 37,500
- New elevator with two stops = \$ 40,000
- New fire enclosure wall type stairs = \$ 15,000
- Total renovation of second floor including building spaces for Village offices and police offices 5,141 sq. ft. x \$70/s.f. = \$360,000
(Not all leases for existing tenants would be renewed.)
- Furnishings for offices and common areas including signage = \$200,000

SUB-TOTAL

\$653,000

• **POLICE (if contract option is not used):**

- uniforms, radios, revolvers, misc. \$ 80,000
- cars with radios (4) \$ 80,000
- dispatch, radio \$ 30,000
- miscellaneous equipment: photo equipment, recorders, files, desks, chairs, telephones, lockers, radar, etc.
(included above in the \$653,000) \$ 0

SUB-TOTAL

\$190,000

• **OFFICE EQUIPMENT FOR CLERK AND AND ASSESSOR:** (if contract option is not used);

\$ included in the above \$653,000

\$ 0

OPTIONS:

1. Office could be located in Lincoln Hall
(as all tenants have only one year leases).

GRAND TOTAL OF START-UP COSTS
(if no contract options are used)

\$ 843,000

PAYMENT OPTIONS

1. One-time payment (could be paid from the first year's savings). \$843,000

2. Bonds or notes over ten years. (Maximum payment for the first year would be \$143,310. Subsequent payments would decline each year.) Refer to the following ten year debt schedule of start-up costs.

START-UP COSTS

Bond for \$843,000 over ten years at 7%.

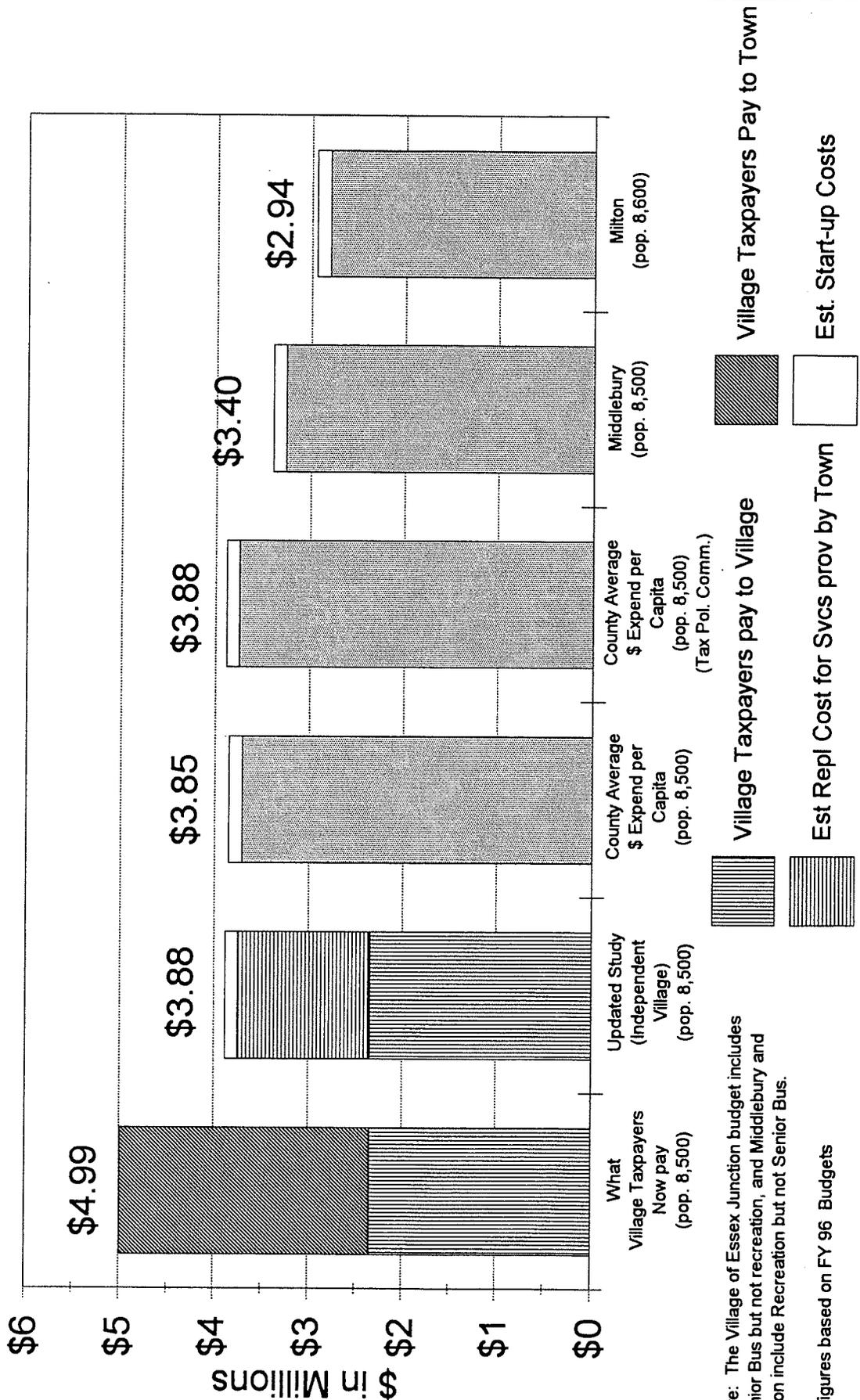
<u>YR.</u>	<u>OUTSTANDING DEBT</u>	<u>PRINCIPAL PAYMENT +</u>	<u>INTEREST PAYMENT +</u>	<u>TOTAL DEBT PAYMENT</u>
1	\$843,000	\$ 84,300	\$ 59,010	\$ 143,310
2	\$758,700	\$ 84,300	\$ 53,109	\$ 137,409
3	\$674,400	\$ 84,300	\$ 47,208	\$ 131,508
4	\$590,100	\$ 84,300	\$ 41,307	\$ 125,607
5	\$505,800	\$ 84,300	\$ 35,406	\$ 119,706
6	\$421,500	\$ 84,300	\$ 29,505	\$ 113,805
7	\$337,200	\$ 84,300	\$ 23,604	\$ 107,904
8	\$252,900	\$ 84,300	\$ 17,703	\$ 102,003
9	\$168,600	\$ 84,300	\$ 11,802	\$ 96,102
10	\$ 84,300	\$ 84,300	\$ 5,901	\$ 90,201
	TOTAL	\$843,000	\$324,555	\$1,167,555

Cost Reduction Study of Hypothetical Village X of 8,500
 Using Per Capita Expenditure Data for Chittenden County
 Compiled by W. Dugan

SERVICES	AVE \$/CAP COUNTY	ANNUAL COST
Elections	\$1.00	\$8,500
R.E. Appraisal	\$7.00	\$59,500
Clerk's Office	\$6.00	\$51,000
Police	\$113.00	\$960,500
Cemeteries	\$1.00	\$8,500
Public Health	\$3.00	\$25,500
Grants & Culture	\$1.00	\$8,500
Econ.Dev. (GBIC & Chamber)	\$1.00	\$8,500
Inter.Gov. (County tax, CCTA, CCRPC)	\$16.00	\$136,000
Building & Plant	\$9.82	\$83,470
Library	\$18.41	\$156,485
Planning	\$19.68	\$167,280
Fire	\$30.74	\$261,290
Street	\$98.79	\$839,715
Admin	\$44.78	\$380,630
Capital Reserve & Spec Articles	\$34.00	\$289,000
Debt	\$31.00	\$263,500
		<u>\$3,707,870</u>
PLUS MAX. START-UP COSTS		<u>\$143,310</u>
TOTAL BUDGET \$ NEEDED BY VILLAGE X		\$3,851,180

VIL BUDGET (IN FY 96)	\$2,335,658
VIL PAYMENT TO TOWN (FY 96)	<u>\$2,652,618</u>
TOTAL PRESENT COST	<u>\$4,988,276</u>
SAVINGS IF VILLAGE X IS INDEPENDENT FROM TOWN	<u><u>\$1,137,096</u></u>

COST OF MUNICIPAL SERVICES FOR COMMUNITIES WITH POPULATIONS 8,000 - 8,500 (GENERAL FUND BUDGET)



Note: The Village of Essex Junction budget includes Senior Bus but not recreation, and Middlebury and Milton include Recreation but not Senior Bus.

All figures based on FY 96 Budgets

Cost Reduction Study of Hypothetical Village X of 8,500
 Using Per Capita Expenditure Data for Chittenden County
 Prepared for Tax Policy Committee

SERVICES	AVE \$/CAP COUNTY	ANNUAL COST
Cultural Programs	\$17.33	\$147,305
Community Development	\$19.92	\$169,320
Fire	\$28.78	\$244,630
Public Works	\$103.14	\$876,690
Admin & Finance	\$72.85	\$619,225
Health & Welfare	\$3.64	\$30,940
Intergovernment	\$14.56	\$123,760
Misc	\$12.40	\$105,400
Police & Other Safety	\$107.04	\$909,840
Debt Service	\$32.68	\$277,780
Capital Reserve & Special Articles	\$27.41	\$232,985
		<u>\$3,737,875</u>
PLUS MAX. START-UP COSTS		<u>\$143,310</u>
TOTAL BUDGET \$ NEEDED BY VILLAGE X		\$3,881,185
VIL BUDGET (IN FY 96)		\$2,335,658
VIL PAYMENT TO TOWN (FY 96)		<u>\$2,652,618</u>
TOTAL PRESENT COST		<u>\$4,988,276</u>
SAVINGS IF VILLAGE X IS INDEPENDENT FROM TOWN		<u>\$1,107,091</u>
TOTAL PRESENT COST		\$4,988,276
TOTAL BUDGET NEEDED BY VILLAGE X		<u>\$3,881,185</u>
		<u>\$1,107,091</u>

Towns make ends meet with COP on the beat

Police program cuts communities' costs

By Laura Decher
Free Press Staff Writer

JERICHO — Most people want to feel protected against crime at home, but the costs of establishing a full-time police department are prohibitive for most small towns.

That was before the Vermont State Police Contract Outpost Patrol program — called COP for short — was born.

For a fee, town residents can hire a fully equipped member of the state's largest police force to watch over them.

Even though many towns are interested in the program, some people say they should not have to pay extra for more protection by Vermont State Police.

State police say COP officers are being offered to towns at cost — \$47,000 per year in a three-year contract. That covers an officer for 40 hours a week, equipment, operating expenses, insurance and liability, personnel management and job supervision. State police will provide a replacement when the

assigned trooper goes on vacation, is sick or has to be in court rather than on patrol. When the town's trooper is not on duty, state police will dispatch an officer for emergency calls as it currently does.

The town can set the trooper's schedule to cover problem times, and must provide an office or desk.

State police director Robert A. Horton is calling COP a pilot program. The state budget includes money for state police to bring four towns into the program. Horton said he expects the Legislature to give the program full approval and more money next year.

Horton said towns are reacting positively to COP. During the past 10 years, the effectiveness of the state police force has declined because of diminishing funding, he said. At one time, 45 troopers are on duty throughout the state.

Poultney is the only town enrolled in the program. It started receiving partial COP services in July and will get a full-time trooper in November when the next

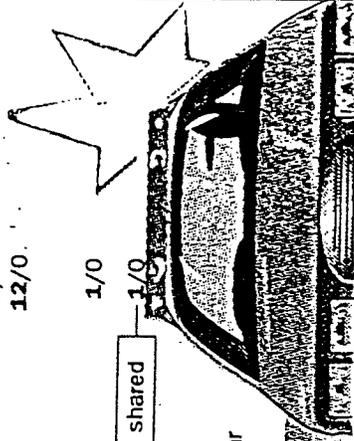
A hometown COP

Three towns in Chittenden County are looking into the Vermont State Police COP program — police protection from one trooper, at a cost of \$47,000 per year in a three-year contract. Alternatives include a full-time police department or hiring a sheriff's deputy. Here are the cost and staffing comparisons:

With police departments		With proposed state police program	
Town	Population	Cost per resident	Staff (full/part time)
Essex	17,000	\$96	36/7
Shelburne	6,000	\$76.65	8/11
Colchester	14,731	\$66.76	27/8
Richmond	3,729	\$44.44	3/8
Milton	8,700	\$41.57	12/0
With proposed state police program			
Charlottesville	3,148	\$14.93	1/0
Underhill	2,799	\$8.40	1/0
Jericho	6,707	\$3.50	shared

Chittenden County Sheriff's Department

One deputy and vehicle 40 hours a week per year in a three-year contract: \$42,500



Source: Vermont State Police, towns

class graduates from the Vermont State Police Academy. Richford is set to join the program in November when its trooper becomes available.

In Chittenden County, Charlotte, Jericho and Underhill are looking into the program to provide them with increased police protection.

CHRIS WILLIS, Free Press
Underhill and Jericho are talking about sharing a trooper. Horton and Lt. William Northrup, commander of the state police barracks in Colchester, met with selectmen from the two communities last week to introduce COP.

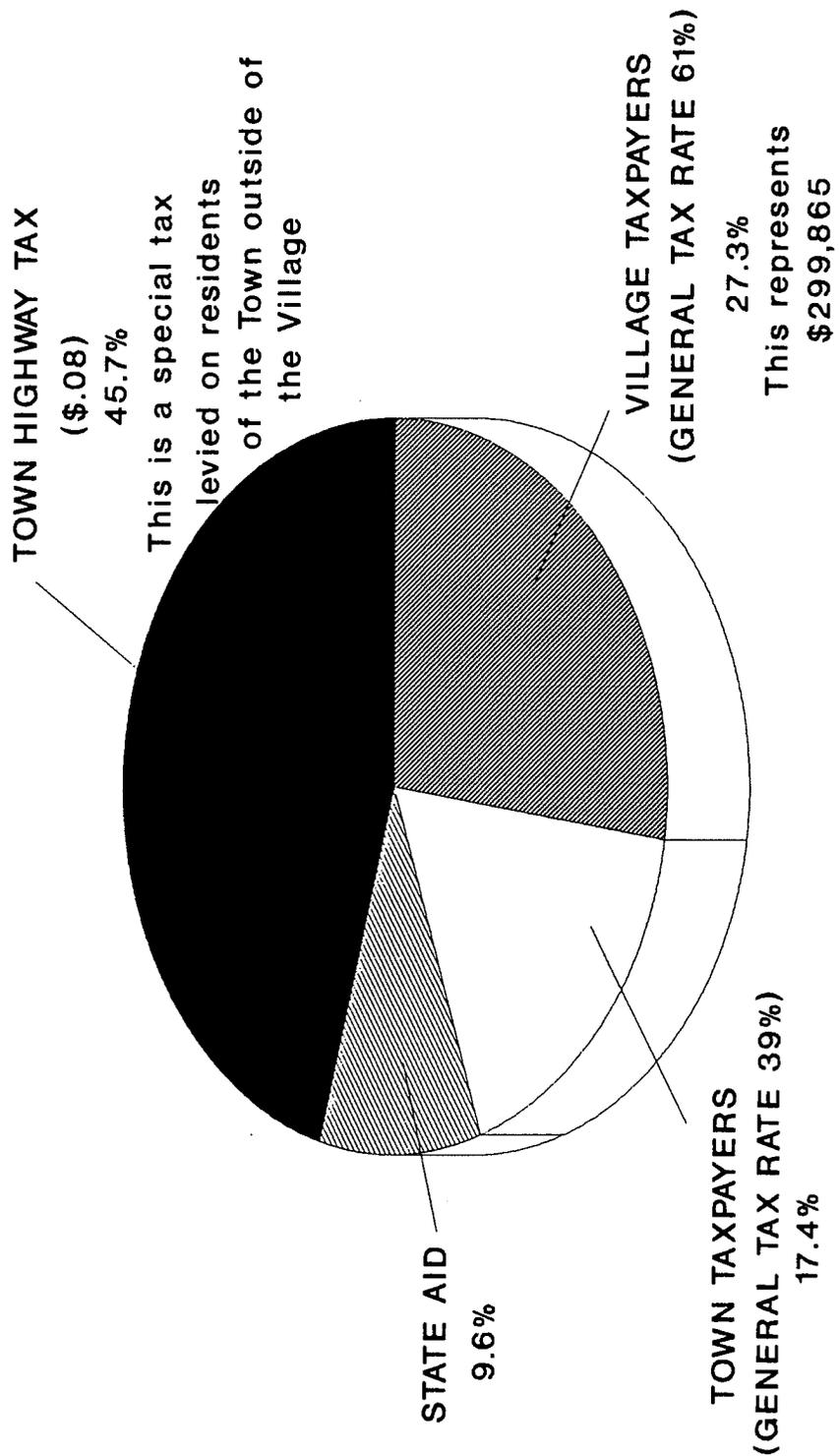
See COP, 3B

FREE PRESS 9-22-91

COMING MONDAY: ESSEX POLICE PATROL ON HORSEBACK

TOWN OF ESSEX HIGHWAY FUNDING

1995-96
\$1,098,762



VILLAGE OF ESSEX JUNCTION

2 Lincoln Street, Essex Junction, Vermont 05452-3685

Telephone (802) 878-6944

FAX 878-6946

September 20, 1994

Mr. Marty Myers, Chair
Town of Essex Selectboard
81 Main Street
Essex Junction, Vermont 05452

Re: Highway Tax

Dear Marty:

At present the Town of Essex Highway Tax pays for approximately half of the cost of operating the Town highways outside the Village.

Our Board requests that your Board discuss having this tax increased in future years to cover all of the costs of the Town highways, less the State highway aid that the Town receives. The Trustees believe that the present situation is not fair to the residents of the Village. The Town and Village highways are recognized as separate and distinct by the State of Vermont, and each accordingly receives state highway aid for its mileage.

We request that your Board discuss this matter, and let us know of your position as soon as possible.

We would be happy to meet with you to discuss this further, if you think that would be helpful.

Sincerely,



George A. Dunbar, Sr.
President

✓ cc: Trustees 9/23/94
6/13/95

NOTE: The Town has not responded in writing to this letter.

taxes\highway.94

RECOMMENDATIONS OF THE 1990 COST REDUCTION STUDY

- * Recommend that no petitions regarding this subject begin for at least one year (i.e. that we not go forward this separation at this time).
- * Present this information to the taxpayers (via public meetings, TV, print, etc.).
- ✓ * Hire an independent consultant to evaluate this proposal.
- * Obtain Village representatives (either elected or appointed by the Trustees) to the CWD, etc. to represent the Village's interests and to better control rates, costs, etc. (This would likely require a change in the CWD charter.)
- * Encourage a free and democratic debate of this issue and of all the alternatives.
- * Request that the Town reduce our costs (e.g. increase the Town Highway Tax to cover more or all of the town's street costs, cut costs, etc.).
- * Form a joint Cost Reduction/Quality Committee with the Town and the Essex Junction School District to identify and share cost reduction/quality improvement ideas.
- ✓ * Request that the Town improve the enforcement of our ordinances.
- * Negotiate a service contract with the Town for police services and ordinance enforcement. This contract could include definitions of acceptable levels of service for:
 - * enforcing speed and traffic ordinances daily
 - * enforcing weight limits
 - * providing the Village with an accident map annually
 - * other services.

✓ = done

ADDITIONAL ADVANTAGES OF INDEPENDENCE

INDEPENDENCE	<i>SUBJECT</i>	PRESENT OR STATUS QUO
<p>100% focus on Essex Junction (4.6 sq. miles) under the direct control of the Village Manager.</p> <p>A reduction in total area covered most certainly would bring a concentration of effective and responsive police services.</p>	<p><i>POLICE SERVICE</i></p>	<p>Services to Essex Junction are diluted with emphasis on Town ordinances. Despite the cost to Village taxpayers, there is no direct administrative input into the operation of the police department. Essentially, the Village is purchasing a protective service but with little say as to how it is rendered to our community.</p>
<p>100% focus on Essex Junction's urban profile. Under the direct control of the Village Manager.</p>	<p><i>TAX ASSESSOR</i></p>	<p>Both the Village and the Town are currently served by the Town Office at 81 Main Street.</p>
<p>One-stop shopping at Lincoln Hall.</p>	<p><i>VITAL STATISTICS</i></p>	<p>Both the Village and the Town are currently served by the Town Office at 81 Main Street.</p>
<p>Direct representation for the Village.</p>	<p><i>CHAMPLAIN WATER DISTRICT</i></p>	<p>Indirect representation for the Village.</p>
<p>Direct representation for the Village. Essex Junction would not be dependent on the Town to continue bus service for the Village.</p>	<p><i>CCTA</i></p>	<p>Indirect representation for the Village.</p>
<p>Independence would instill mutual respect and cooperation.</p>	<p><i>VILLAGE/TOWN RELATIONS</i></p>	<p>Conflicting viewpoints and differing needs foster misunderstanding.</p>

INDEPENDENCE	SUBJECT	PRESENT OR STATUS QUO
<p>100% focus on Essex Junction, its goals, special needs and future.</p>	<p><i>FOCUS OF REPRESENTATIVES</i></p>	<p>Often diffused. Difficult to serve two communities with conflicting needs.</p>
<p>Unique! Essex Junction is the largest Village in Vermont. With independence, the Village would be the 11th largest community in Vermont. The Village has successfully served its residents for 103 years.</p>	<p><i>ESSEX JUNCTION IDENTITY</i></p>	<p>Essex Junction is too often ignored and overlooked in publications and media.</p> <p>"One community" focus (Essex) bypasses Essex Junction as a vital entity.</p>
<p>Independence will allow the Village to control local affairs, to enhance its sense of community pride, and to determine its future with a focus on issues of importance to Village residents.</p> <p>Taxes paid by Essex Junction residents will support Village needs, goals and interests.</p> <p>Village residents will no longer be torn between supporting Town issues versus Village issues.</p>	<p><i>ESSEX JUNCTION AS A COMMUNITY</i></p>	<p>•</p> <p>During the last 103 years the Village has developed as a self-sufficient, desirable community.</p> <p>Experience indicates that further erosion of Village assets may occur if Essex Junction does not become independent.</p>

**OTHER FACTORS
(PERCEIVED DISADVANTAGES)
RELATIVE TO INDEPENDENCE**

During the Ad Hoc study, the Committee discovered long-standing issues that have not been fully addressed. The following is an attempt to clarify these points.

1. **SOME SERVICES PROVIDED BY THE TOWN WOULD HAVE TO BE REPLACED:** This statement is correct. The Village would have to replace some services currently provided by the Town (i.e. police, tax assessor, vital statistics). Based on the Cost Reduction Study update, the Village can replace these services and sustain them at a savings to the Village taxpayers. The total cost for establishing these services in 1996 is \$1,518,000. (The annual, or base, cost is \$1,374,000 and a one-time startup cost is \$143,310 .) The 1996 cost to sustain these services on an annual basis is \$1,374,000. (See the Cost Reduction Study Update, Graph #1, for further explanation.)
2. **LAND DEFICIENCY:** "Special interest groups" define the Village as land-locked. This statement is misleading because the Village still has large residential tracts of land to sustain its residential growth needs well into the next century. In addition, the Village has vacant or under-utilized industrial and commercial tracts in and around the Village core. Essex Junction is a self-sufficient, total community encompassing a wide variety of personal and commercial services, including medical services, pharmacies, religious centers, recreation, and all manner of retail and automotive establishments. The critical assets of a community are its people and its businesses. Essex Junction has an abundance of both of these assets.
3. **POLICE SERVICES:** Options include:
 - a. **Establish a Village Police Department:** This option should be less costly because of the smaller area to be covered (4.6 square miles as opposed to the current Town coverage of 36 square miles). This option would also provide direct Village control and a department totally committed and trained to enforce Village ordinances. The cost estimate is \$1,000,000 annually. (Please refer to the Cost Reduction Study Update.)
 - b. **Establish a contract with the Vermont State Police:** The cost would be \$50,000 per officer per year, which includes all expenses (i.e. patrol cars, equipment, salaries including benefits).
 - c. **Establish service with the Essex Police through a contract arrangement:** A contractual arrangement under such a relationship would stipulate that the Village would have a greater voice in the activities of the police within the Village, and would specify the level of service to be delivered..

4. **FUTURE ECONOMIC DEVELOPMENT:** When one views the Village in an objective manner, one can reasonably conclude that 80% of available space is developed. This is not a detriment. It must be understood that the Village of Essex Junction is an urban, self-sustaining community. The emphasis for the future should focus on enhancing its uniqueness. The Village contains numerous parcels that have excellent redevelopment potential. In addition, the Village is in the enviable position of possessing excellent infrastructure for future development and redevelopment.

5. **THE WINOOSKI EXPERIENCE:** The demographics vary so widely that comparing Essex Junction to Winooski is based on a misleading premise. Winooski is one square mile in area, while Essex Junction is 4.6 square miles. The population of Winooski is 6,750 as opposed to 8,396 in the Village.

The circumstances under which Winooski became an independent community in 1922 are not at all similar to those conditions that exist today in Essex Junction. The Village is a stable, economically strong and desirable family community with quality municipal services and reasonable costs. Essex Junction has the basic resources which are essential for independence.

6. **ESSEX JUNCTION IS A ONE-INDUSTRY COMMUNITY:** IBM is a major asset for the Village, Town and the region. The Village, however, has many well-established businesses providing numerous jobs and tax revenues. The Town and the region are also extremely dependent on IBM. Based on the revenues and the employment which IBM provides, and the number of residential units developed as a result of IBM, should IBM decide to leave the Village, most towns in Chittenden County and many in the State would experience a financial hardship. Other properties in the Village have excellent redevelopment potential based on the available infrastructure and services in the Village.

7. **REPRESENTATION IN TOWN AFFAIRS:** The Village is part of the Town, and historically has had limited political involvement in Town affairs, choosing instead to attend to Village affairs. The Village has operated virtually as an independent community for 103 years, yet is not "totally" independent.

8. **LIMITED COMMERCIAL OPPORTUNITIES:** Essex Junction is an urban community with well established residential neighborhoods and commercial enterprises. A stable population has provided a predictable market to which friendly, well planned commercial development has responded.

Essex Junction reflects a favorable balance of residential and commercial acreage. Significant additions to either component will subtract from the other; more homes, mean fewer businesses, or vice versa. Does Essex Junction want major alterations in this critical balance?

9. **INEQUITABLE TAXATION:** Many of the expanding functions and public expenditures of the Town of Essex will be financed by its General Fund. Thus, Village residents will be taxed to pay for additional services to support expanded growth outside the Village without experiencing an increased level of service.

A significant example of an existing unfair situation is the practice of the Town to pay for some of its street expenditures through the General Fund Budget. (Both Essex Junction and Essex Town also receive Vermont state highway aid.)

Village taxpayers pay for approximately 27% of the Town highway expense appearing in the Town's General fund in addition to paying completely for all Village street expenditures. This inequity has been going on for quite some time; however, repeated requests to the Town for redress have not produced a satisfactory response.

10. **REDUCED "CLOUT" IN REGIONAL AFFAIRS:** Currently, the Village has limited influence on regional affairs because Essex Junction does not have its own representative in key organizations (CCTA, CWD). Independence would strengthen the Village's influence through the appointment of its own representatives.

11. **FORFEITURE OF OPTION TO JOIN THE TOWN:** There would be no reason for the Village to rejoin the Town after independence.

12. **DUPLICATION OF SERVICES:** Duplication of services is often mentioned in conjunction with independence or merger. The following services are being provided by both the Village and the Town: library, planning and economic development, fire and civil defense, public works, administration and finance, building and plant, capital reserve, debt service, parks and recreation, and the senior bus. Village taxpayers pay for these services to the Town, without direct benefit to the Village. With merger or "status quo" the Village taxpayers would continue this financial support to the Town.

If the Village became independent of the Town, there wouldn't be any duplication of services.

13. **FINANCIAL RAMIFICATIONS:** As an independent community, the residents of Essex Junction would be in complete control of tax expenditures. The Village always has and continues to provide high quality municipal services at a tax rate that is one of the most reasonable in the county.

Essex Junction is a stable, developed Village with an established infrastructure and an excellent residential and commercial/industrial tax base. The quality of services currently provided by Essex Junction would diminish if the Village is absorbed by the Town.

14. **COMPLETION OF THE CIRCUMFERENTIAL HIGHWAY:** The traffic patterns in the Village would change with the completion of the circumferential highway. The Village is seeing some thru-traffic now that the highway is not complete. With completion, the Village would expect to see an increase in "destination traffic." This would certainly be the case if a civic center is built at the fairgrounds.
15. **THE CHAMPLAIN VALLEY EXPOSITION (FAIRGROUNDS):** Frank McDaniel, the Village Planner from 1989-1994, stated in the Community Development Committee Report and Recommendations of February 11, 1994 that "The Village of Essex Junction should take a leadership role in the promotion, funding and development of a Civic Center Complex at the Champlain Valley Exposition. There is currently no major proposal in the State which has the potential to generate the activity and income that would be generated by the Civic Center. Conservatively, ten to twenty million dollars of new revenue could be generated by this facility. The potential benefit to Village business is tremendous and will lead not only to the retention of existing business but to the development of expanded business plans."

"Public costs for a facility of this nature are minimal as compared to other development. In addition, the possibility of generating additional tax revenue sources will assist in the stabilization and diversification of the tax base. The Village must take an active and aggressive role to assist with the implementation of these plans. The alternative is to allow the construction of similar facilities elsewhere in the county to the detriment of the Village."

The Champlain Valley Exposition has been an integral part of the Village of Essex Junction since 1922. The Exposition is a most appropriate activity which Village authorities ought to consider supporting, particularly the development of a civic center. The CVE activities have widespread appeal, attracting visitors from many states and Canada.

Recent meetings between CVE management and Village of Essex Junction Trustees have, in large measure, resulted in a mutual understanding and agreement as to the value of a continued CVE presence in the Village. Both entities acknowledge that the expanded role of the CVE will be more positively accepted if some form of "payment in lieu of taxes" is made to the community.

With careful planning and sound judgement by Exposition management, in cooperation with Village authorities, a civic center can be developed to a level which will engender pride and loyalty on the part of all residents in our community. There may be some dissenters from this optimistic view; but if the entire project is soundly planned, any objection can be adequately addressed. Essex Junction cannot afford to ignore this splendid opportunity to develop the potential of a major Village asset, the CVE.

16. **STATE PROPERTY TAX REFORM;** No one knows, at this time, what action, if any, will take place in Montpelier. Essex Junction's interests will be best served by the strong local control that independence will provide.

"STATUS QUO" - A MISLEADING CONCEPT

As a matter of importance to the Village of Essex Junction residents, this study was undertaken to investigate the issue of "status quo" and its effects on the Village. Because current interest in Essex Junction appears to have originated about the time of IBM's arrival, the past 35 years will be analyzed as to the overall health and welfare of the Village.

POPULATION PROFILE			
ESSEX JUNCTION		ESSEX TOWN (not including the Village of Essex Junction)	
1960 (census)	5,304	1960 (census)	1,739
1995 (estimate)	8,624	1995 (estimate)	8,984

ANNUAL GENERAL FUND BUDGET	
ESSEX JUNCTION Population: 5,304	ESSEX TOWN Population: Town 1,739 + Village 5,304 = 7,043
1960 Budgeted: \$151,177	1960 Budgeted: \$124,293* *Includes payments from Village taxpayers.

ANNUAL GENERAL FUND BUDGET	
ESSEX JUNCTION Population 8,624	ESSEX TOWN Population Town 8,984 + Village 8,624 = 17,608
FY96 Budgeted: \$2,335,658	FY96 Budgeted: \$5,596,496* *Includes payments from Village taxpayers.

A glance at the population and FY96 budgets vividly demonstrates the profound growth in the Town of Essex (outside the Village).

CHAMPLAIN WATER DISTRICT (CWD): In September, 1966, Essex Junction, along with the towns of Williston and South Burlington created a water district. The decision to form a water district was made for two reasons: (1) the anticipation of an increase in demand for water use, and (2) the district opined that it would be cost effective to provide water to Essex Town only if Essex Junction agreed to buy water from the district. The Town of Essex requested the Village to join the water district in order for the Town to be able to tap into the water service.

Thus, although the Village had a viable water supply, the Village decided to be a good neighbor and join the district, and also because the Village anticipated that in the future it would need to upgrade its water system. In November of 1966, the district was named the Champlain Water District.

In June of 1967, the towns of Shelburne, Essex and Charlotte were accepted into the District. In May of 1969, the Town of Colchester joined the District and Winooski joined in January of 1973. By 1974, the Champlain Water District was in full operation. Essex Junction's original water system was not actively supplying water, and the Indian Brook and Saxon Hill properties no longer had a real estate tax exemption from the Town. The Trustees thus decided that it was fiscally unwise to keep these properties solely as a possible backup for IBM's future needs. Indian Brook and Saxon Hill were disposed of in the next two or three years. In ten years, we had neither our own water system nor representation/ownership in its "replacement."

CHITTENDEN COUNTY TRANSPORTATION AUTHORITY (CCTA): Essex Junction has no representation on CCTA. The Village has many residents that depend daily on CCTA, and under the existing arrangement, it is difficult to properly represent Village interests. The interests of the Town of Essex with regard to CCTA clearly are different than those of Essex Junction. The 1995 action by the Town to curtail CCTA bus service without prior consultation with Village officials indicates that bus service for Essex Junction would best be served if the Village had its own representative on the CCTA.

HIGH SCHOOL: In the 1960s, citizens of Essex Junction recognized the need to build a new high school. The Village approached the Town and asked if the Town wished to be partners in this effort. The Town refused. The Village taxpayers accepted the challenge and solely funded the Essex Junction Educational Center, which opened in 1970.

POLICE: From 1949 to 1980, Essex Junction had its own police force. The Village Manager, acting for the Trustees, saw to it that the police provided efficient coverage for the 4.6 square mile area of Essex Junction.

Today, because the Village pays a substantial portion of the Town's general fund, the Village taxpayer also underwrites part of the expenses for police service for Town residents outside of the Village.

SUMMARY:

In addition to these situations, there are efforts underway to infuse the "one community of Essex" mode of thinking in Essex Junction. At first glance, this seems to be an innocuous move - that is, until one realizes that "one community" means the continued erosion of the Village of Essex Junction.

For the past thirty-five years, the Village has responded to the requests and needs of the Town. This has not always been in the best interest of the Village.

From a financial standpoint, it is clear from the data included in the 1995 Updated Cost Reduction Study that independence would be very advantageous to Village residents. Additional benefits of

independence would be a strong Village identity, preservation of a proud Village history, direct representation in the region, a focus on the needs of the people of the Village and local control of the future course of the Village.

One would expect that residents of the Town, on the other hand, would promote merger of the two communities, which would appear to benefit Town residents. Hence, the differences that exist between the two communities.

The issue of independence versus merger has been discussed for many years with "status quo" - the path of least resistance, the result. The path of least resistance will not protect the future of the Village of Essex Junction.

The time has come for Village residents to decide what the future of the Village of Essex Junction should be in the 21st Century. The Ad Hoc Committee feels that Village residents should have the opportunity to study the facts presented in this Report and to then determine if the interests of the Village will be best served through independence.

FUTURE

Essex Junction, in its 103 years of existence, has grown and established itself as a viable, self-sustaining community that provides exemplary services to its citizens. This has occurred to a large measure because of the Village's citizens:

- ▶ foresight,
- ▶ sense of community,
- ▶ willingness to accept personal responsibility for their future,
- ▶ willingness to accept any problems resulting from development, along with the material and monetary benefits, and
- ▶ continuous interest and involvement with local affairs.

Over the years, especially the past 35 years, numerous changes have occurred. (Refer to Table of Significant Developments in Essex Junction.)

The citizens of Essex Junction have responded to these changes in a positive, responsible manner to properly provide for the community. Essex Junction has accepted the "ownership" and "solution" of these problems, and has not looked to outsiders to "pick up the bill." Over the same period, of course, problems have arisen elsewhere in the area. Of major concern to Essex Junction is the growth of the Town of Essex outside of the Village. Under the present form of government, the citizens of Essex Junction will pay increasing amounts each year into the Town of Essex to finance growth that is not in the Village.

There is an immediate savings in excess of **one million dollars** a year to be realized by the Village if Essex Junction becomes independent from the Town of Essex. Of more importance, Village independence would guarantee that the character, property values, education, and interests at the local, regional and state levels of this community would be best served.

Over the past 35 to 40 years, in addition to the specific items listed in this Report, there has been increasing pressure from outside forces for the Village to abandon all we have, and thus let "Essex Junction" be absorbed in the rush to "big government" and the "one community" concept.

Village independence will at long last allow each community, the Village and the Town, to enhance its own identity, to meet its own challenges and to thrive in its own way. Only then will these two governments and communities be able to cooperate from a position of mutual cooperation and friendly enterprise.

NOW is the time for Essex Junction to safeguard its future by becoming an independent community.

AD HOC COMMITTEE RECOMMENDATIONS

1. **That the Board of Trustees** immediately review this Report and schedule any necessary follow-up sessions with the Ad Hoc Committee as to the Report's clarity and content.
2. **That the Board of Trustees**, by May 14, 1996, endorse and attest to the accuracy of this Report.
3. **That the Board of Trustees** then initiate the public review process by scheduling a series of public information meetings on different nights (during the months of May and June) to inform Village citizens of the contents of this Report and to solicit suggestions, concerns, comments and input.
4. **That the Board of Trustees** publicize the dates of these hearings in the Village News and Views, as well as the Essex Reporter, the Burlington Free Press, other area newspapers, local radio and television stations (including Channel 17) and via any other method which would inform the residents of Essex Junction of this important issue.
5. **That the Board of Trustees**, following an extensive public educational effort, authorize and schedule an election of the Village of Essex Junction voters on November 5, 1996 to address the question:

"Should the Village of Essex Junction become an independent community in the State of Vermont?"

Yes _____ No _____

CONCLUSION

The Ad Hoc Committee volunteers its services to the Board of Trustees in support of the implementation of the recommendations, and in any other matters deemed to be in the best interests of Essex Junction.

The Ad Hoc Committee wishes to thank the Board of Trustees for the opportunity to study the feasibility of Essex Junction as an independent community. The past fourteen months have been eye-opening and educational as we researched the history, assets, accomplishments, finances, current life and exciting opportunities for the future of this Village. We have made a huge investment of time and energy in this mission on behalf of the Board of Trustees and our fellow citizens in Essex Junction. In the past, many citizens have labored for the greater good of Essex Junction. We feel honored to have made a contribution.

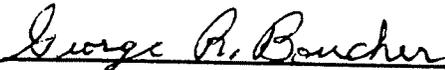
The information contained in this Report presents a strong case for the pursuit of Village independence. The Report demonstrates that *"status quo" - the path of least resistance, is an illusion*, and fosters the ongoing weakening of Village strength and the erosion of Village funds and assets. The **FACTS** speak for themselves. Benchmark studies and other data support the information presented in this Report, which clearly demonstrates that, as an independent community, **Village taxpayers will save over one million dollars a year!**

The Committee believes that Essex Junction is a well-established community which provides a desirable environment for its residents, and that the future of Essex Junction will be guaranteed by its becoming an independent community in Vermont. **There is only one Essex Junction!**

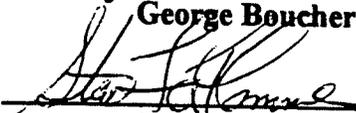
THE AD HOC COMMITTEE



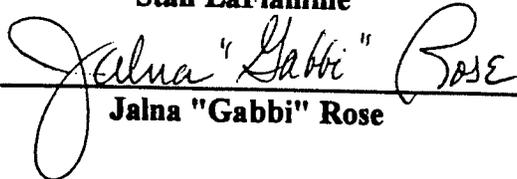
Linda A. Miller, Chair



George Boucher



Stan LaFlamme



Jalna "Gabbi" Rose



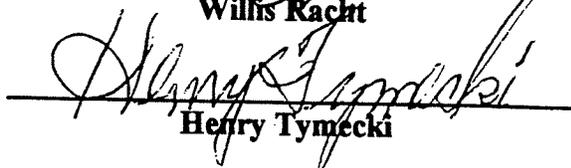
Joyce B. Stannard, Co-chair



Janice Gambero



Willis Kacht



Henry Tymeccki



For more info, go to: GreaterEssex2020.org

GREATER ESSEX

DATES TO REMEMBER & CONTACT INFORMATION

Voter Information for the Upcoming Vote on the Merger Plan for the Town of Essex and the Village of Essex Junction

In this booklet you will find the proposed charter and frequently asked questions (FAQs) for your information as a resident of the Town of Essex including the Village of Essex Junction.

There is an Informational Meeting Monday, March 1, 2021 at 7:30 pm. Sign up to receive notifications about upcoming meetings at www.essexvt.org.

Due to the pandemic, the Vermont Legislature has authorized mail-in ballots for Town Meeting 2021. You can also vote in person.

- **The polls will be open on Town Meeting Day, Tuesday, March 2nd, from 7 am to 7 pm.**
- Village residents should vote at Essex High School.
- Town outside the Village residents should vote at Essex Middle School.

If you didn't receive a mailed ballot in November, want to check whether you will receive a mailed ballot, or want to register to vote, please contact the Town Clerk's office at (802) 879-0413.

Please reach out to your elected officials to ask your questions!

Town of Essex Selectboard	Village of Essex Junction Trustees
Elaine Haney, Chair ehaney@essex.org	Andrew Brown, President abrown@essexjunction.org
Patrick Murray pmurray@essex.org	George Tyler gtyler@essexjunction.org
Vince Franco vfranco@essex.org	Dan Kerin dkerin@essexjunction.org
Andy Watts awatts@essex.org	Raj Chawla rchawla@essexjunction.org
Dawn Hill-Fleury dhillfleury@essex.org	Amber Thibeault athibeault@essexjunction.org



For more info, go to: GreaterEssex2020.org

GREATER ESSEX

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For more info, go to: GreaterEssex2020.org

GREATER ESSEX

LETTER FROM THE CHAIR OF THE TOWN OF ESSEX SELECTBOARD & PRESIDENT OF THE VILLAGE OF ESSEX JUNCTION BOARD OF TRUSTEES

Dear Essex Residents,

Over the last seven years the Selectboard and Trustees have worked together to chart a course for the future of our community. As equal partners, we have discussed, researched, and deliberated how best to position the Town of Essex and the Village of Essex Junction for a fiscally and operationally sustainable and strong future. As a conclusion to that work, we believe merging our two municipalities is the best way to achieve a more vibrant, equitable and sustainable community.

Our two communities have come a long way. Since 2014, we have been working together, consolidating services, eliminating duplication, and increasing efficiency. These efforts have already resulted in savings to Essex taxpayers of over \$3 million while maintaining the high level of services residents expect. The majority of the Selectboard and Trustees strongly believe that becoming one, unified Essex will continue that success and make our community stronger.

This booklet contains the culmination of our work. With the guidance of input from hundreds of Essex residents throughout the Town and Village—through surveys, focus groups, public meetings, and feedback from scores of individuals—together the boards drafted a new charter for a unified Town of Essex that has an unincorporated Village of Essex Junction within it for the voters to review and vote upon.

We also obtained guidance on the charter from attorneys specializing in municipal law, and statewide authorities including the Vermont Department of Taxes, the House Government Operations Committee of the Vermont Legislature, and its Legislative Council. Our focus all along has been drafting a charter that provides the best opportunity for each of our almost 22,000 residents to be fairly represented and to pay equally for our high quality municipal services.

In November, Village residents voted overwhelmingly in favor of a similar version of the charter for a unified Town of Essex. Over 70% of Town voters living in the Village approved merging the Village and the Town. Now, as required by state law, the entire Town will vote, including our Village residents, on whether to merge our two governments. If this vote is positive the merger plan will go to the State Legislature. All voter-approved charter changes and plans of merger go to the Legislature for review for ratification. The Legislature can unilaterally approve, amend, seek clarifications or agreements, or deny charter changes. Due to the Legislature's focus on Covid-19 legislation, there may be a delay in addressing our merger plan.

In this booklet you will find the official merger charter, as well as a summary of the charter in less "legalese" language. There is detailed information (including charts and tables) about taxation, a visual timeline, and answers to many frequently asked questions that we have gathered from residents at meetings, in surveys, and online. At the request of residents there is also a list of the many pros and cons of merger for voters to consider. This booklet has been mailed to every household in Essex to ensure that all residents have all the information they need to vote on the merger charter.



GREATER ESSEX

For more info, go to: GreaterEssex2020.org

**LETTER FROM THE CHAIR OF THE TOWN OF ESSEX
SELECTBOARD & PRESIDENT OF THE VILLAGE OF
ESSEX JUNCTION BOARD OF TRUSTEES**

Due to the pandemic, the Vermont Legislature has authorized mail-in ballots for Town Meeting 2021. You will receive your ballot in the mail by February 5 2021. **Just like in the November election, please fill it out and return it to the Town Clerk's office at 81 Main Street by March 1, 2021.** You can also vote in person.

- **The polls will be open on Town Meeting Day, Tuesday, March 2nd, from 7 am to 7 pm.**
- Village residents should vote at Essex High School.
- Town outside the Village residents should vote at Essex Middle School.

If you didn't receive a mailed ballot in November, want to check whether you will receive a mailed ballot, or want to register to vote, please contact the Town Clerk's office at (802) 879-0413.

Prior to the vote there will be two public hearings about the merger charter. These meetings will be online on February 1, 2021 and February 16, 2021, both at 6:30 pm. Also, printed copies of this booklet containing the proposed new charter are located outside of the Village Office at 2 Lincoln Street, outside the Town Office at 81 Main Street, and online at www.EssexVT.org, www.EssexJunction.org, and GreaterEssex2020.org.

There will be an informational Town Meeting on Monday, March 1st at 7:30 pm. Because Town voters in November voted to approve the budget via Australian ballot (that is, approving the budget at the polls rather than by voice vote at Town Meeting), the March 1st meeting will not include any voting. It will feature presentations about the FY2022 budget and about merger, with opportunity for public questions, but there will be no voting at the meeting. **Voting will happen the next day, March 2nd.**

Thank you to every resident who has participated in the merger conversation. Please don't hesitate to reach out to any Selectboard member or Trustee with your questions.

Elaine Haney

Elaine Haney
Chair, Town of Essex Selectboard

Andrew Brown

Andrew Brown
President, Village of Essex Junction
Board of Trustees



For more info, go to: GreaterEssex2020.org

GREATER ESSEX

PROS & CONS OF MERGER

There have been rumors and assumptions made by residents of both the Village and the Town outside the Village about how merger would affect our community. It is important to respect the differing opinions regarding the pros and cons of the plan of merger.

The truth is that with merger there is give and take and all residents in both the Town and Village will give up some things but also gain some things.

This list of pros and cons puts into perspective the things that aren't great about merger alongside the things that actually are really good. While residents must make their own decisions about merger, this list will hopefully help everyone understand that merger is not the huge negative some are making it out to be. It's actually an important step forward for our community towards a future that's more equitable, affordable, and sustainable.

What is the Village giving up?

Their government. Under merger, the Village Board of Trustees and Village Planning Commission would be dissolved. (The Village's state Downtown Designation would remain.)

Priority for certain services. Once merged, there would not be any committees that only Village residents get to serve on or services that only Village residents get to use. Village residents would no longer have first pick of EJRP programming and Town outside the Village (TOV) residents would be eligible to become elected board members of the Brownell Library board of trustees.

Their autonomy. The Village budget would no longer exist as something only Village residents could vote on. There would be only a single Town budget covering expenses for the entire Town, including the Village, that all Town residents would vote on. All ballot initiatives, including the budget, would be Town-wide votes. Village residents would no longer vote twice on ballot items.

What is the Village gaining?

Lower taxes, temporarily. Municipal property taxes for the average Village property (with a house valued at \$280K) would see an annual, temporary decrease of ~\$40 for 12 years. However, there would still be regular annual tax increases based on community need. After 12 years, the merger-related tax reduction would end and only regular annual increases would occur. After 12 years Village residents would pay approximately the same tax rate as TOV residents.

Tax equity. Village residents would pay taxes to only one municipality, not two. Village residents would no longer pay taxes to the Town for services they do not receive or for services they already tax themselves for.

Predictable representation. For the first time ever, Village residents would have their own representatives on the Town Selectboard, elected only by people who live in the Village.

Fewer voting days. Village voters would no longer have to vote multiple times per year. All residents would vote on the budget and elected offices on the same day.



What is the Town outside the Village giving up?

Higher taxes, temporarily. Municipal property taxes for the average TOV resident (with a house valued at \$280K) would see an annual, temporary increase of ~\$26 for 12 years. This would be on top of regular annual tax increases based on community need. After the 12 years, the merger-related tax increase would end and only regular annual increases would occur. After 12 years TOV residents would be paying approximately the same tax rate as Village residents.

Shared responsibility for all capital projects. After the 12th year of merger, TOV residents will share with Village residents the full cost and responsibility for all capital expenditures Townwide.

What is the Town outside the Village gaining?

Predictable representation. For the first time ever, TOV residents would have their own representatives on the Town Selectboard, elected only by people who live in the TOV district.

Equal access. For the first time, all TOV residents would be able to use all EJRP recreation services and programs without paying extra for them and without waiting for Village residents to sign up first. This includes swimming lessons, camps, and childcare.

More say over spending Townwide. For the first time, TOV residents will have a say on total Town expenditures and services. TOV residents will be able to vote on budget expenditures, projects, and any other ballot questions related to the entire Town, including the Village.

More input into planning and development. TOV residents will have input on development in the entire Town, including the Village downtown.

Better, less expensive childcare. Under merger, the new Town recreation department would provide unified childcare programs throughout the entire community with consistent quality of service, pricing, and registration, and without a waiting list that prioritizes one district over the other.

What is everybody giving up?

Potentially longer wait times for infrastructure projects. TOV and Village infrastructure projects would be merged into a single capital project list, and priority projects would be selected from this prioritized list.

What's not changing?

Services. Residents will still have plowed roads, police and firefighters, open libraries, clerk services, park maintenance, cleaned culverts, wastewater systems, and all the other amenities we currently enjoy. However, Town staff and the Selectboard will continue to review and adjust services to meet resident needs while maintaining a fiscally responsible budget.

Our identities. The Village of Essex Junction will be known as Essex Junction and the Town of Essex will remain the Town of Essex.



What is everybody gaining?

One government. No more doubles of municipal departments, less confusion, one set of services paid for equally by everyone. One governing body and one community direction.

More transparency. Only one budget and one board means less confusion and more clarity about the municipal budget and policies.

One set of ordinances. Essex Police will not have to enforce two different sets of laws.

Australian ballot budget voting. Everyone will be able to vote on the budget at the polls, instead of having the merged community's \$18M+ budget approved by a small group of people attending Town Meeting.

Informational Town Meeting. Town Meeting will still happen, but the voting will be at the polls the next day or by absentee ballot. So if you can't make it to Town Meeting, you can still vote.

One land development code. A single, consistent land development code means predictability and stability for businesses—those now located in Essex and those thinking about moving here.

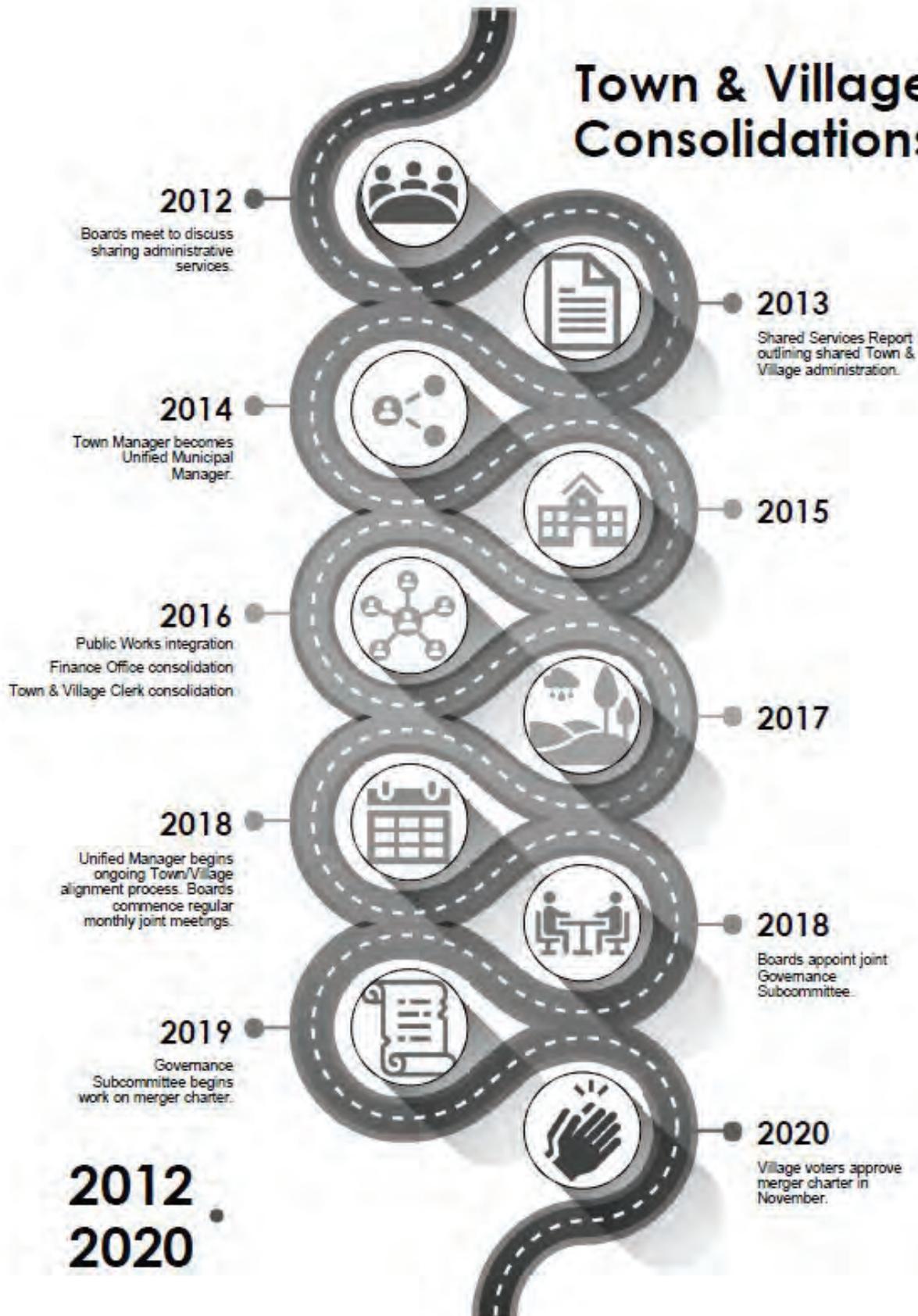
More organized, consistent planning. One Planning Commission and a new Development Review Board will allow for consistent planning Townwide, with all residents able to participate.

One community setting its course together on a host of issues:

- Ensuring racial justice, equity, and safety
- Becoming a welcoming and inclusive community
- Housing that meets the needs of our entire community
- Community and economic development
- Preservation of open space and stewardship of the environment
- First-class recreational facilities
- Building resiliency and sustainability



Town & Village Consolidations





For more info, go to: GreaterEssex2020.org

GREATER ESSEX

HISTORY, TAXATION & DISTRICTS

How did we get here?

Since 2014 the Town and Village have been sharing and consolidating services in an effort to save taxpayer dollars, improve efficiency and eliminate duplication. Between 2014-2019, together we have saved over \$2.8 M. Please refer to the timeline on page 8 to see what we have done so far with regards to consolidation.

The minutes of the Selectboard and Trustees joint meeting on June 14, 2018 show that *“all members of the boards, at joint meetings on April 25 and May 14, have said they would like the current consolidation efforts to result in end goals of one community/municipality, one legislative body with equal representation, one budget and one tax rate.”* At that same meeting the boards unanimously agreed to appoint two members each to a Governance Subcommittee to *“research governance issues for consolidation.”*

The appointed members of the Subcommittee were and the boards they represented:

- Irene Wrenner, Essex Selectboard
- Max Levy, Essex Selectboard
- Elaine Haney, Essex Junction Trustees
- George Tyler, Essex Junction Trustees

Their key tasks as directed by both boards were to:

1. Develop criteria for researching and assessing different forms of governance for potential reorganization/integration of Town and Village governments.
2. Recommend governance model(s) to the Selectboard and Trustees.

How did you end up choosing merger?

The Subcommittee met multiple times between June 2018 and March 2019. In total the Subcommittee vetted 13 different scenarios and discussed them at length with counsel. The scenarios involved multiple models with various board configurations and charters; overlay districts; forming a city; and separation (more thorough descriptions of the scenarios are available in the [minutes from November 14, 2018](#)).

When conducting their research, the Governance Subcommittee agreed to a set of criteria that they used to assess multiple models of governance.

- Better integrated planning
- Better relations
- Better transparency
- Diversify tax base
- Economic and overall sustainability
- Maintain Heart & Soul values
- Maintain public safety
- Makes public participation easier
- Makes voting easier
- Preserve identity
- Eliminate duplication
- Equal representation
- “Eventual” single tax rate
- Improves communication
- Maintain a high level of service
- Speaking with one voice, and having a seat at the table in relevant issues and bodies
- Tax equity



The Subcommittee assessed each potential governance model using the above criteria and determined that three models met the majority of them. The Subcommittee recommended these three possible governance models for further analysis to the full Selectboard and Trustees on April 9, 2019:

1. A unified town charter model
2. A 'special district' model
3. A 'modified status quo' model

Governance Subcommittee efforts continued, with a change in membership in 2019. The new members and the boards they represented were:

- Andy Watts, Essex Selectboard
- Max Levy, Essex Selectboard
- Raj Chawla, Essex Junction Trustees
- George Tyler, Essex Junction Trustees

Gathering public input

From May 2019 through March 2020 the Governance Subcommittee turned to public outreach. Working with local market research firm KSV, they conducted community surveys and focus groups.

Survey results showed strong support for merger in the Village (Rep. Dist. 8-2) and moderate/negative support in the Town outside the Village (Rep. Districts 8-1 and 8-3). But many Town outside the Village respondents said they might favor merger contingent on 1) more information, and 2) assurance of designated seats for the Town outside the Village on the elected board.

Based on these findings, the Selectboard and Trustees tasked the Governance Subcommittee with developing a merger charter. When developing the draft charter, the Subcommittee changed its recommendation for an all "at-large" elected body to a Town/Village voting district model to address the preference for district representation.

Survey results also showed strong support for a gradual step-up to a single tax rate, with the majority of Town outside the Village residents supporting a 10-12 year timeframe.

Four challenges for merger

Based on the results of the survey the Governance Subcommittee proceeded with developing a draft merger charter. The biggest challenges were to:

1. Integrate \$3.5 M of the \$5 M Village budget with the \$16 M Town budget **AND**
2. Maintain the high quality of municipal services residents expect and pay for **AND**
3. Achieve eventual tax equity **AND**
4. Preserve the identities of the Town and Village.

Currently, the Town of Essex levies taxes on all properties in the Town outside the Village and in the Village of Essex Junction to pay for Town expenditures. Essex Junction levies taxes only on properties in the Village to pay for Village expenditures.



Consolidating the Town's expenditures and the Village's expenditures into a single operating budget with a uniform, community-wide tax rate (that is, distributing the cost of Village expenditures throughout the community instead of just in the Village) all at once would result in approximately a **\$325 property tax increase on the average home in the Town outside the Village valued at \$280,000**. This increase would not be one-time. It would be built into all future Town budgets.

Such a dramatic tax increase on properties in the Town outside the Village could compel the newly consolidated Town/Village elected board to cut costs that could jeopardize the foundational aim of merger to maintain our high quality services and preserve Town and Village identities.

A gradual step-up is necessary and preferred.

Town outside the Village survey respondents indicated they preferred a gradual, 10-12 year step-up to accomplish tax equity. Town staff recommended incrementally adding the cost of Village expenditures to the Town budget over 12 years, which is also how long it will take for the current Village bonded debt to be paid off (by Village taxpayers only). The Selectboard and Trustees agreed that tying the overall taxation step-up period to the Village's debt payment period would prevent a sudden and dramatic increase to taxes for Town outside the Village residents while allowing the Village to keep paying off its debt on schedule.

There are benefits to the gradual phasing-in of Village costs to the Town general fund over 12 years:

- The annual cost to the average Town outside the Village property owner (valued at \$280K) goes from approximately \$325 all at once to about \$26 per year for 12 years.
- Grand list growth (the value of total taxable properties) will help buffer the financial impact on current property taxpayers. The Town grand list grows annually at an average rate of 1%.
- Consolidation of Town/Village services from 2014-2020 resulted in overall cost savings of approximately \$3 M. Gradual consolidation of services after merger is very likely to provide additional savings by continuing to reduce costs.
- After merger, Town outside the Village residents will have more "say" in how Village services operate. "Town versus Village" perceptions of how services are provided will evolve into an overall sense of ownership and sharing.

Why do we need special taxing districts?

Designating "special districts" in the transition portion of the merger charter (the first 12 years after merger) provides a clear, durable, and legal mechanism for paying down debt and phasing in costs. Special districts can only be modified or eliminated by a charter change, which must be voted on by the community and approved by the Vermont Legislature, which means the Selectboard cannot on its own simply change the number of years. The charter cannot specify dollar amounts to be raised or spent by the elected board. But it gives the board authority to levy a special tax within a district to pay for a specific purpose.



The merger charter includes five special districts:

1. **Debt Repayment District:** This district must be established to limit the repayment of the Village's bonded debt to only Village residents. This district does not affect the cost of merger.
2. **Tax Reconciliation District:** This district allows the Town to assess different tax rates to the Village in order to phase-in the cost of Village expenditures. This district does not affect the cost of merger.
3. **Sidewalk District:** This district allows the Town to raise taxes from Village residents to pay for the same level of sidewalk maintenance in the Village that Village residents are currently paying for (estimated at \$125K/year). This district reduces the cost of merger to Town outside the Village residents slightly.
4. **Capital Improvement District:** This district allows the Town to raise taxes from Village residents to enable some Village capital projects to be funded solely by Village taxpayers (the future Selectboard could add more projects to further reduce cost of merger to Town outside the Village residents.). This district reduces the cost of merger to Town outside the Village residents slightly.
5. **Downtown Improvement District:** This district allows for the Village to maintain its state Downtown Designation and does not affect the cost of merger.

The Sidewalk and Capital Improvement Districts together reduce the cost of merger to Town outside the Village residents by another approximately \$1-3 per year below the estimated \$26 per year for the average property of \$280K.

What happens after 12 years?

At the end of the 12-year merger transition period, all special districts would cease to exist. The elected board would lose the authority to raise a specific Village-only tax to pay for a Village-only expenditure.

1. **Debt Repayment District:** After 12 years the Village debt would be retired. This district cannot be renewed.
2. **Tax Reconciliation District:** After 12 years the Village budget will have been entirely phased into the Town general fund and the tax rate should be equal for all at this point. There would be no reason to reestablish this district.
3. **Sidewalk District:** The additional cost and additional service for Village sidewalks would come to an end. The elected board and community could seek to continue the district and/or expand the district to include other areas of the Town, which would require a charter amendment and community vote. (Please refer to the FAQ on page 20 about the Sidewalk District for more information.)
4. **Capital Improvement District:** The costs of Village-only projects designated at the beginning of merger would be paid off. Going forward, costs of all capital projects, both Town and Village, would be paid by all taxpayers, as Town capital projects are currently paid.
5. **Downtown Improvement District:** The elected board's taxing authority for a specific Village downtown improvement fund would end.



For more info, go to: GreaterEssex2020.org

GREATER ESSEX

TAXATION PLAN EXPLAINED

Taxation Plan for Merger of the Town of Essex with the Village of Essex Junction

The information below is meant to explain the taxation plan that is included in the plan of merger that would bring the entire Essex community to one tax rate over a period of 12 years.

What is the current tax rate structure?

This chart shows the current tax rate structure with FY2020 rates. It is broken down into the Town Outside the Village (TOV) and the Village, with Town-wide tax rates shown in both columns. The bottom line shows that the TOV residents' overall tax rate is 0.5396 while the Village's is higher, at 0.8592.

Current Tax Rates & Structure	Town Outside the Village (TOV)	Village
Town General Tax	0.5067	0.5067
TOV Highway Tax	0.0110	—
Town Capital Tax	0.0200	0.0200
Tax Agreements	0.0019	0.0019
Village General Tax	—	0.3206
Village Economic Dev. Tax	—	0.0100
Total	0.5396	0.8592

Merger means that these two different levels of taxation must meet somewhere in the middle. This requires the lower rate to rise as the higher rate falls. To get to one tax rate, through merger the rates in this chart that only appear in one column will be eliminated (the bolded boxes) or distributed across the entire community (the gray box). That includes the TOV Highway Tax, the Village Economic Development Tax, and the Village General Tax.

The following assumptions apply:

1. The first year of the 12-year merger transition starts July 1, 2022 (FY2023), assuming timely approval of the merger plan by the Legislature
2. TOV Highway Tax and the Village Economic Development Tax (the bolded boxes) are both eliminated in year 1.
3. The Village and Town budgets become one budget with multiple funding sources in FY2023.
4. The amount previously raised by the Village General Tax (the gray box) is frozen and integrated incrementally over 12 years into the Town General Fund. This amount is raised annually from the Village-only grand list until it is phased out.

*NOTE: This amount is frozen only for the purposes of this exercise, to isolate the actual costs of merger. Over the course of 12 years there will still be annual increases to the budget due to the increasing cost to run a municipality. Therefore, the increases/decreases shown below are **approximate**.*



5. Village debt remains with the Village-only grand list until it is paid in FY2035. (12 years aligns with the termination of the Village’s debt payments.)
6. The projected future expenses for debt are actual debt numbers based on current outstanding debt for the Town and Village. These steadily decrease over time and sunset in FY2034 for the Town and in FY2035 for the Village. The Town debt is for the police station bond and the renovation of the Town offices. The Village debt is for road construction and repair.

How much will my taxes change as a result of merger?

In order to show the taxation changes related to merger, the figures below are frozen at FY2020 grand list and budget amounts. Annual growth in both the budgets and the grand list are assumed to be 0% only for the purposes of this exercise. This way the 12-year distribution of the Village General Fund tax revenue can be separated out.

Using FY2020 numbers, in order to eliminate the Village General Tax, a total of \$3,242,862 would be absorbed into the Town-wide tax rate incrementally over 12 years. *(This amount does not include Village debt, which will remain with the Village taxpayers until paid off in FY2035.)* The total impact of absorbing that amount into the entire grand list is as follows:

Property Value	TOTAL Tax Increase/(Decrease)	
	Town Outside the Village	Village
\$280K	\$329	(\$487)
\$350K	\$412	(\$609)
\$500K	\$588	(\$871)
\$1M	\$1,176	(\$1,741)

The amounts in the above table show the TOTAL approximate tax increase/decrease of merger. The following table shows those total amounts for different property values in the TOV and the Village spread out over 12 years.

Property Value	ANNUAL Tax Increase/(Decrease) OVER 12 YEARS	
	Town Outside the Village	Village
\$280K	\$26	(\$43)
\$350K	\$33	(\$54)
\$500K	\$46	(\$77)
\$1M	\$93	(\$154)



Will increases in the Town budget and the grand list change these numbers?

Yes. Remember, the figures above are frozen at FY2020 levels just for the purpose of identifying the changes to taxation caused by merger. The Town budget and the grand list will not remain frozen. Though it's not possible to know exactly how these numbers will change in the future, we do know what the overall impact of those changes will be. Grand list growth alone would decrease these numbers. Budget growth alone would increase these numbers. It is expected that both the Town budget and the grand list will grow, causing slight changes to these numbers year-to-year.

What else could be done to reduce the tax impacts of merger?

New, non-property tax revenue and reducing expenditures are two ways the taxation changes could be impacted:

- **New revenue could decrease the reliance on the property tax.** New revenue would free up capacity in the existing property tax rate to absorb more of the transition, without increasing taxes.
- **Increasing current non-tax revenues such as fees for services** would result in some additional revenue but would not make a noticeable difference because fees for services are a small part of the revenue budget.
- **Reduce expenditures or keep budget increases to a bare minimum**, outside of certain budget increases that can be expected each year as a result of contractual obligations, the cost of winter road materials, the cost of paving, and the cost of utilities. Increasing efficiency, eliminating duplication, and budgeting responsibly will continue to be goals to reduce overall expenditures.



For more info, go to: GreaterEssex2020.org

GREATER ESSEX

TAXATION CHANGE TABLES

TOTAL Merger-Related Taxation Changes

What is the TOTAL impact of taking the amount raised by the Village general tax and spreading it over the entire grand list?

Property Value	Town Outside the Village	Village
\$280k	\$329	(\$487)
\$350k	\$412	(\$609)
\$500k	\$588	(\$871)
\$1M	\$1,176	(\$1,741)

ANNUAL Merger-Related Taxation Changes

Town Outside the Village													
Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Ave. over 13 years
\$11	\$24	\$24	\$24	\$24	\$24	\$24	\$24	\$24	\$24	\$24	\$24	\$52	\$25
Village													
(\$20)	(\$35)	(\$34)	(\$34)	(\$34)	(\$34)	(\$34)	(\$35)	(\$34)	(\$35)	(\$35)	(\$34)	(\$73)	(\$36)

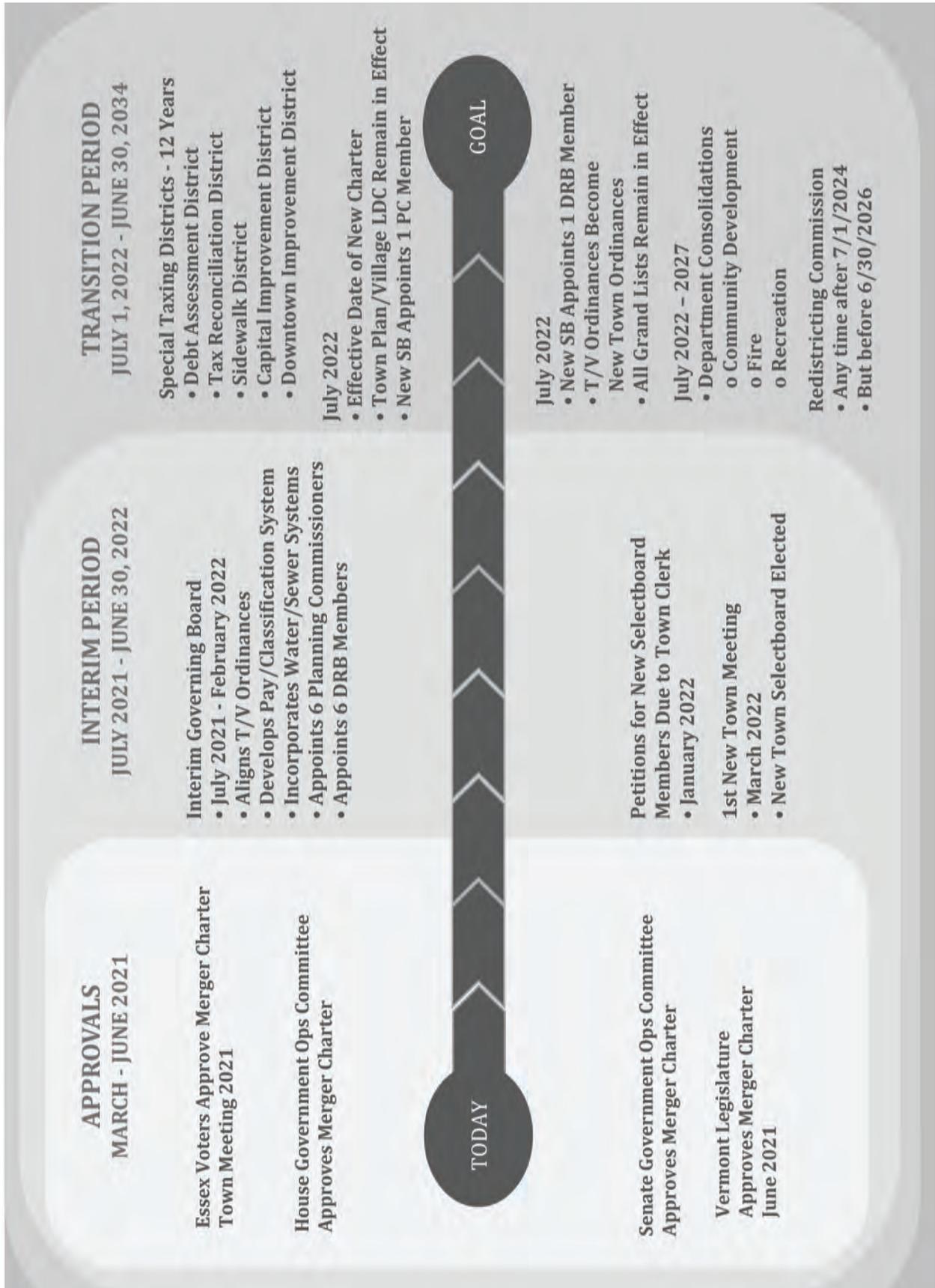
The total change is an increase of approximately \$330 for Town Outside the Village and a decrease of approximately \$470 for the Village.



GREATER ESSEX

For more info, go to: GreaterEssex2020.org

MERGER TIMELINE





For more info, go to: GreaterEssex2020.org

GREATER ESSEX

FREQUENTLY ASKED QUESTIONS (FAQs)

These are questions from residents gathered from social media, communications to board members, comments on surveys, and more.

I received a ballot in the mail asking if I approve the Plan of Merger between the Village and the Town. What is it for and what does it mean?

The Town of Essex Selectboard, the governing body of the Town of Essex, is asking Town voters if they want to merge the Town government with the government of the Village of Essex Junction.

All Village residents are citizens of two governments, the Essex Junction government and the Essex Town government. Therefore, Village residents are represented by both the Village Trustees and Town Selectboard, and are taxed by both municipalities. Town residents who do not live within the Village of Essex Junction are represented solely by the Town Selectboard, and pay taxes only to the Town of Essex.

The “Plan of Merger” refers to a municipal charter, a legally binding, founding document. The charter describes how the merged community will be governed and how elections will be held, among other things. If voters approve the Plan of Merger, the Vermont Legislature must then approve the new charter before it can become legally binding.

Village voters already approved the merger charter. Do Town of Essex voters also need to approve the merger charter?

Yes. The Town of Essex Selectboard has approved putting a merger question on the ballot for Town Meeting 2021 and will put it before Town voters, including Village voters, asking them if they wish to merge and form a new government with the Village of Essex Junction.

If approved, the two plans of merger – the Village’s and Town’s – would then be sent to the Vermont Legislature for approval. The two plans would then be consolidated into a single plan and new municipal charter. In Vermont, the Legislature controls municipal charters and can approve, amend, or reject charters independent of the outcome of local voting.

The Village voted on this in November. Why did the Town delay sending our merger ballots until 2021?

The Selectboard needed more time to complete its deliberations on the merger charter and wanted more time to hold public input sessions.. In addition, the Selectboard asked the Legislature to clarify its feedback from May of 2020 regarding the voter-backed proposal to change the current Essex Town Charter to create a six-member Selectboard, with three members elected from inside the Village and three from outside the Village. The Selectboard had hoped to receive an answer from the Legislature before finalizing the merger charter. The Legislature has not provided direction on that question yet; it is anticipated they will discuss it in January 2021 when the new legislative session begins.



Is the Town's plan of merger different from the Village's plan of merger?

Yes. There are several minor differences between the two merger charters, and one major difference: the Selectboard version includes an even-numbered governing board, while the version Village voters approved includes an odd-numbered board. But that doesn't mean merger can't happen. The differences between the two versions can be reconciled by the Legislature.

What happens if Town voters don't approve merger?

If Town voters do not approve the merger charter, then the status quo continues, with no changes to taxation for Town outside the Village residents, and with Village residents continuing to pay taxes to both the Village and the Town. The Trustees and Village residents would consider alternative scenarios, including some form of status quo, although the Selectboard would continue to work with the Trustees to equalize the tax disparity between the Village and Town. The citizens of the Village may also decide to explore separation of the Village of Essex Junction from the Town of Essex and consider which services, if any, they wish to continue sharing with the Town.

If merger does not pass and if separation is considered, would the schools also separate again?

No. The Essex Westford School District is its own municipality, unrelated to the Town or Village and regulated by the state.

What's a brief description of what taxation will look like for merger, separation, and status quo?

Merger: Over a 12-year period, taxes levied on all properties will be equalized. This means that after 12 years an average \$280,000 property in the Village will pay the same amount in property taxes as a \$280,000 property in the Town outside of the Village. Over the 12-year period, taxes on a \$280,000 property in the Village would gradually go down between \$30-\$40 per year, and taxes on a \$280,000 property in the Town outside the Village would go up about \$26 per year. Properties worth more than the average would see a larger increase/decrease, and properties worth less would see a smaller increase/decrease. After 12 years, the merger-related increases and decreases would stop.

Separation: It is not known what exactly will happen to taxes under separation because there are too many changes to services and decisions to be made in order to know for sure. Some calculations have been made by Town staff but they are very basic and include many assumptions that can all change.

Here's what's known: The Village grand list is 42% of the total grand list of the Town. If the Village were to become a completely separate municipality, it would keep all its property tax revenue to pay for its own services. This would mean the Town would lose up to 42% of its annual property tax revenue, unless it continues to contract out for services with the (now separated) Village or other municipalities. If the Town lost that much revenue immediately, it would not be able to maintain its current level of services. The Town, after separation by the Village, would face difficult decisions in many areas of service provision.



FREQUENTLY ASKED QUESTIONS (FAQs)

However, if separated, the Village would not necessarily save 42%. The Village would still need police protection and other essential services, like a clerk and a finance department, for example. The 42% the Village would no longer pay to the Town would have to be spent on getting those services from somewhere else or creating them in Village government. It's possible the Village would still partner with the Town to maintain some of these services, instead of creating new arrangements. If the Village and Town were to continue partnering on some services, the Town would most likely see an 18-24% increase in taxes. The Village would save the 42% usually given to the Town, but based on additional services it would have to establish, it would ultimately see only a small reduction in taxes.

Status Quo: Not changing anything means neither merger nor separation happens, and the Village and Town continue to share services. The Village would still have to pay extra taxes to the Town. Going forward, the Town could work with the Village to find ways to share its tax revenue more equitably in areas it historically has not, like capital spending on road repairs and equipment. The Village and Town could continue to look for ways to equalize taxes over time. This would be similar to merger, but it would be dependent on the Town Selectboard's direction, which can change. It is also much more complicated and stressful for staff to maintain the status quo. It is less transparent, doesn't eliminate all duplications, and prevents both communities from moving together towards a shared vision.

What happens after the 12 years?

Over the 12-year period as the tax rates equalize, the Selectboard would work to:

1. Address the sidewalk district: During the 12-year transition period the Town would levy a special tax in the Village to help pay for the higher levels of sidewalk plowing and maintenance that it receives. But this special tax would end after 12 years unless the community wishes to continue it or expand it into the Town before it sunsets.
2. Continue debt reconciliation: During the 12-year transition the Village would pay off its residual bonded debt. The last payments would be in the 12th year (FY2035), eliminating the district and ending taxation for that purpose.
3. Maintain the capital district: During the 12-year transition the Village would also be considered a capital improvement district, which would allow the Town government to charge Village residents some additional tax for capital expenditures (infrastructure repair and large equipment, for instance) without impacting taxes in the Town. This will allow the Selectboard to limit some of the financial impact of transferring the Village's expenditures into the Town general fund budget over that-12 year period.

Towards the end of the 12-year period there will be decisions to be made. The Selectboard could choose to:

1. Taper down the amount levied on the Village over the last few years until the last year is a manageable amount to be absorbed into the entire Town budget in the last year. **Or,**
2. Tax Village residents the full amount for 12 years but address the entire amount being added into the Town budget in the 13th year. **Or,**
3. At the 13th year decide whether the entire remaining amount is needed by reducing the it or eliminating it altogether.



FREQUENTLY ASKED QUESTIONS (FAQs)

There could be other options to address the 13th year but the important thing to know is that the Selectboard, as that 13th year approaches, will have the ability to take steps to ensure that last year does not have a significant financial impact on residents.

At the end of 12 years all these special districts/tax arrangements would cease and all Village expenditures would be paid for community-wide from the Town general fund.

Is there a guarantee of a 12-year phase-in? Could the Selectboard shorten that time period or increase the number of years?

The merger plan includes a 12-year phase-in plan to equalize taxes. This phase-in plan is an official part of the charter, and it would take a charter change approved by the entire community to change the terms of that agreement. That means the Selectboard could not unilaterally extend the 12 years – they would need voter approval. In addition, even if the voters did vote to change the 12-year term, the Legislature must approve any charter change. It is unlikely that the Legislature would approve a charter change that would economically harm a significant part of a municipality.

What else does merging entail?

In addition to the taxation plan there are still some departments to be consolidated: community planning, fire, and parks and recreation. All Town and Village employees would become employees of the new Town and many of our operations will be combined. Village and Town ordinances and land development codes and municipal plans will need to be combined.

Is separation an option right now? What would separation mean for the Essex Police Department and Essex Rescue?

The Selectboard and Trustees agree that merger is the best option. Therefore neither is pursuing separation. Separation does not provide as many benefits to the community as merger.

Essex Rescue is a standalone nonprofit organization, not a Village or Town department; the Town contributes financially to it on behalf of all residents. The Essex Police Department is 100% funded in the Town budget, which means the cost is levied equally against all Town and Village residential and business properties. If separation occurred, the Town and the newly separated, independent Village would have to negotiate whether the Village would “purchase” police services from the Town or pursue other options like contracting with the Vermont State Police, creating its own police department, or contracting for protective services with a neighboring community.

What will happen to Town and Village ordinances if we merge?

The Village Trustees have authority to pass ordinances for Essex Junction. The Town Selectboard has authority to pass ordinances for the area of the Town outside the Village. However, many of the Town and Village ordinances are the same. There are some significant differences; for example, it is illegal to discharge



FREQUENTLY ASKED QUESTIONS (FAQs)

a firearm anywhere within the Village; the Town has zones where firearms discharge is legal. As part of the merger process, the ordinances of both the Town and Village would be aligned to ensure that all differences are reconciled.

Will any positions be cut in order to save tax dollars?

The Town Selectboard and Village Trustees made a commitment at the outset of merger discussions that there would be no reduction of current service quality due to merger. Because service levels generally are proportionate to staffing levels, this means there are no anticipated staff cuts as a result of merger. However, over time, organizations change, as do their priorities and funding abilities. It is likely that as the two municipalities come together, the Manager will assess service needs and reorganize resources as positions become vacant, or employees retire.

Why not cut spending to equalize taxes? Why raise taxes on the residents in the Town?

The Selectboard has decided not to “promise” specific tax cuts but instead has focused first on the efficiencies and elimination of duplication that merger would bring about. If merger is approved by voters, the process of integrating departments and services would include the review of expenditures for additional savings.

Why does the Village need its own sidewalk district? Can the sidewalk district be expanded to include parts of the Town? What happens to the sidewalk district at the end of the 12 years? Who has more sidewalks, the Village or the Town outside the Village?

Historically, the Village has had a robust sidewalk plowing plan. Almost every sidewalk in the Village gets plowed after every storm. This is because, up until 2017, the Village did not have busses to take kids to school. The sidewalks needed to be plowed throughout the Village so that all the kids could walk to school. That practice continues to this day because it is the level of service Village residents expect and pay for, and many Village children still walk to school. In addition, the Village puts a high priority on safe and walkable neighborhoods. It’s estimated, the cost of this service in the Village is about \$125,000 per year.

The Selectboard and Trustees agreed it was very important to find ways to reduce the tax impact of merger on residents in the Town outside the Village. One way was for Village taxpayers to continue paying the cost of Village sidewalk maintenance, and not have Town outside the Village residents pay for it. The sidewalk district was suggested to allow the merged Town to levy that tax just on residents inside the Village to cover those costs. Village residents are willing to continue paying for sidewalk maintenance to make it easier for Town outside the Village residents to afford merger.

In the charter, the sidewalk district ends after 12 years. At that time, the Selectboard can decide whether to continue the district, expand it to include more neighborhoods, or end it. Expanding the district would involve studying the new areas to include to understand the costs of delivering that service—especially equipment and manpower needs—and setting policy for how the Town would add new areas to the district. The desire to



FREQUENTLY ASKED QUESTIONS (FAQs)

increase interconnectivity for pedestrians and to reduce the overall cost of plowing are two reasons why the district could be expanded.

Previously voters approved folding the Village's Public Works budget into the Town's budget, including sidewalk plowing, and excluding the capital purchase of rolling stock equipment. The Sidewalk District would separate out the cost of this quality of service and charge Village taxpayers an annual tax to cover it. The tax would cover labor (two employees for six months of the year), salt, and equipment maintenance and replacement (two sidewalk plows) for 12 years.

The Town outside the Village has 53.6 miles of concrete or paved sidewalks and paths. Of those, 48.2 miles are plowed. The Village has 39.6 miles of sidewalks.

How do we know merger would actually save money? What has been done already to help the Village and Town save money?

Here is a list of Town services that were previously consolidated or aligned with Village services to provide greater efficiencies in service delivery and cost for the entire community:

- Police
- Senior bus
- Unified Town / Village Manager
- Tax billing and collecting
- Stormwater services
- Finance and administrative services
- Highway (excluding rolling stock)
- Information technology
- Public Works administration and paving
- Clerk / Elections / Records
- Human resources / benefits administration
- Fire departments alignment (pay and training)
- Recreation departments alignment (co-location)

In addition, the Town of Essex shares the wastewater treatment facility with the Village and Williston. The Town pays for the services of Essex Rescue and Green Mountain Transit for all residents. The Town and Village share equipment and human resources wherever possible.

The improved services achieved over the last several years through consolidation resulted in significant savings in taxpayer dollars. Between FY14- FY20 consolidations have saved Essex taxpayers \$2.82 million dollars (and counting). This figure is the lowest estimate, based on the most easily quantifiable information. Other, less quantifiable savings have also been achieved through efficiencies and improved practices.

There have been many previous attempts at merger in the past. What's different about this one is that the Village and Town now have positive proof that consolidating services and increasing collaboration saves taxpayer dollars and improves efficiency. Merging will allow the maximum amount of savings and efficiency to be achieved and put the Town on a financially sustainable path for the future.



FREQUENTLY ASKED QUESTIONS (FAQs)

How can we be sure that the rural character of the Town will not be lost to all the development that's happening in the Village?

Right now the Town has its own municipal plan that lays out a vision for how the Town Center and all other areas of the rural Town will (or won't) develop. The Village has its own municipal plan for how the Village Center will develop. Under merger, these two plans would simply come together into a single document, without changing the goals or plans for either area. The Town has limitations on development due to sewer and water capacity issues, and due to open land commitments. There are no plans to change the rural nature of the Town beyond what has already been approved by voters, and the merger charter does not make any changes to existing municipal plans.

Does IBM leaving the Village have anything to do with the desire to merge?

There is a longstanding misunderstanding about IBM in the community. IBM paid property taxes to the Village and the Town. It also paid a "Machinery & Equipment" subsidy worth millions of dollars annually to both governments. Essex Town and Essex Junction annual reports from the 1980s and 1990s, available at local libraries, show that the Essex Town government routinely received substantially more IBM tax and M&E revenue annually than the Village government. The lingering misunderstanding in the community stems from the M&E compensation that IBM gave to the local Town and Village school districts. IBM, for unclear reasons, gave significantly more M&E revenue to the Village school district than the Town school district. This was a source of understandable resentment. However, when the Vermont Legislature approved Act 60 in 1995, it ended the M&E subsidy for Village schools. In 1999, IBM, the Town, and the Village agreed to phase out the M&E tax over 12 years.

If Village residents voted in November on merger, why do they also get to vote on merger again in March? Shouldn't Town outside the Village residents get to have their own vote? Why do Village residents get to vote twice on merger?

Village residents are also Town residents. This means that when the entire Town votes on something, it includes Village voters. Since Village residents also live and pay taxes to a second municipality (the Village), they also have to vote as that municipality. Village voters will vote in March because they are Town residents and the March vote will be a full Town of Essex vote. Residents of the Town outside the Village are not their own municipality. They vote as residents of the Town, which includes the Village. If merger passes, the need to hold two different votes would go away. Village residents would not vote twice on anything anymore. All Town residents, including Village residents, would vote only once on all ballot items.

Why do we have to make changes to the Town Charter for merger? Can't the Village just dissolve its own charter to merge with the Town?

The Selectboard and the Village Trustees agreed to create a new charter for a merged Town of Essex that would include aspects of the current Town and Village charters but also add new aspects—like the 12-year transition period—necessary for the merged community. By dissolving both the Town of Essex and the Village of Essex Junction charters and approving an entirely new charter, both communities would unite under a single governing document, which addresses concerns about one municipality "taking over" the other.



Why are we voting now? Why can't we wait on this until COVID is over?

The Selectboard, the Trustees, and the community have worked on this charter and the merger process for close to three years. Multiple focus groups, two community-wide surveys, and dozens of public meetings with resident input were held. Both boards conducted research, consulted attorneys and experts, and vetted the plan with multiple authorities, including the Town's full legislative delegation, the Vermont Department of Taxes, Legislative Council, and the House Government Operations Committee. The Selectboard delayed voting on the plan in November 2020 to allow for two more public input sessions and to finish reviewing the plan. Selectboard members' concerns were continually addressed and adjustments were made to the plan accordingly. While the plan is not perfect, the majority of Selectboard members feel that it is ready for the public to vote on.

It's important to remember that charters are living documents. The charter can be changed if we find that something doesn't work, something was left out, or something needs to be added. The majority of the Selectboard feels that the current merger plan and charter is ready to be voted on.

While it is true that the pandemic has caused uncertainty and worry for everyone, the Town and Village both accomplished successful elections in November, safely and securely—with the largest turnout ever, because of mail-in balloting. We expect a similar, smooth process in March.

Why 12 years? Why can't we just merge all at once?

There are three primary reasons the transition period is 12 years long:

1. The majority of Town outside the Village residents who responded to the survey about merger indicated they preferred a 10-12 year transition period.
2. The Selectboard and Trustees wanted to avoid a large, one-time tax increase for Town outside the Village residents.
3. The 12-year period coincides with the end of the Village's construction bond debt.



GREATER ESSEX

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FREQUENTLY ASKED QUESTIONS (FAQs)

What about 3+3?

In March 2020 Town voters approved a charter change to increase the Town Selectboard membership from 5 at-large representatives to 6 members, 3 from the Village and 3 from the Town outside the Village.

The approved charter change was then sent to the Vermont Legislature. The House Government Operations Committee did not officially approve the change and opted to wait until the results of an anticipated merger vote came to them.

The Town requested that the Committee make a determination regarding the 3+3 charter change, but the Committee has not responded. It is expected they will discuss it again during the new legislative session.

If the merger vote passes, the new charter will also go to the Legislature, along with the merger plan approved by Village voters in November. The two merger plans and the 3+3 charter change would then likely be considered together.

There is a small number of differences between the Village's version of the merger charter and the Town's version, the main one being that the Village version has an odd-numbered board and the Town version contains the 3+3 model. The Legislature is expected to reconcile the differences into a final merger charter.



For more info, go to: GreaterEssex2020.org

GREATER ESSEX

CHARTER SUMMARY

The actual charter is presented (beginning on page 34) in its final, legal form, section by section in plain text. What is listed below is a “less legalese” explanation.

Preamble

All residents of the Town, including all residents of the Village, together are the residents of the new Town of Essex, and the new Town of Essex has all the rights and responsibilities of a Vermont municipality.

Subchapter 1: Transitional Provisions

This section covers all the initial changes that have to happen between when this merger plan is approved by the Legislature and when the new Selectboard is elected and seated. It will last a year, from state approval of the merger through June 30th of the following year. All the sections in this chapter apply to this transitional period.

§101 Adoption of town and village assets and liabilities

All the buildings, property, equipment, and other assets of the Town and the Village will belong to the new Town of Essex. This includes fire trucks, underground pipes, parks, signs, the wastewater treatment plant, and all other things that the Town and Village purchased or owned before merger. They all will belong to the new Town. This also includes all debts owed to each municipality, for example, unpaid taxes, water bills, and other amounts owed to either the Town or Village.

Any contracts or agreements the Town or Village agreed to before merger will be agreed to by the new Town, EXCEPT FOR the Village’s current bond, which only Village residents will continue to pay (state law requires that only those who approved the debt are subject to its terms). Town outside the Village residents will NOT take on this debt. See §104 for more details on this.

§102 Transition Period

If voters approve merger in March 2021, the charter of the new Town of Essex will take effect after the state Legislature approves it. That is also when the transitional period begins. The transitional period ends on June 30th of the following year. Anything in Subchapter 1 (the transitional provisions) that goes beyond June 30, 2022 has to have a deadline when it must end. Anything that would happen after the transitional period ends would begin July 1, 2022.

§103 Organizational Municipal Meeting

Establishes the date of the first Town Meeting of the new Town. It will be an informational meeting, and voting on the budget and for the new Selectboard members will happen by Australian ballot. The meeting will be warned by the transitional board (more about the transitional board in §105).



CHARTER SUMMARY

§104 Transitional Districts

Instead of equalizing tax rates between the Village and Town all at once, this will happen over a 12-year period. That gradual change, along with the districts below, limits the tax increases that Town outside the Village residents will experience to about \$26 per year for 12 years, instead of about \$350 all at once. It slows down the tax decreases Village residents will receive to about \$30 per year for 12 years, instead of about \$400 all at once. The 12-year period would start July 1, 2023 (fiscal year 2023) and end June 30, 2035 (fiscal year 2035).

Debt Assessment District: From July 1, 2021 through fiscal year 2035, the residents of the Village will continue to pay off their construction bond. Town outside the Village residents will NOT pay for this. When the bond is paid off in 2035, that debt will go away entirely.

Tax Reconciliation District: This sets up the Village as a special district so that it can be charged a different tax rate from the Town outside the Village during the transition period. After 12 years (FY2035) both the Village and Town outside the Village will be paying the same tax rate and the district will go away.

Sidewalk District: This means that until the end of FY2035, Village residents will continue to pay for the cost of maintenance, plowing, and repair of Village sidewalks. So for the first 12 years, Town outside the Village residents will not pay for this.

Capital Improvement District: For the first 12 years, until the end of FY2035, Village residents would continue to pay taxes for capital improvements that are on the Village's existing list of projects.

Downtown Improvement District: The Village's Comprehensive Plan lays out specific goals and plans for the Village Center. The Downtown Improvement District ensures that plans for this Village area will continue when it becomes part of the new Town. The area is currently designated by the state as a "Designated Downtown." This section ensures that designation continues after merger.

FYI: The Village Center is a zoned area of the Village that roughly runs from the Champlain Valley Expo on Pearl Street to Rocky's on Park Street to Maple Street Park to the tracks on Main Street to Whitcomb's Garage on Lincoln Street.

§105 Interim Governing Body

After the Legislature approves the new charter, the current Selectboard and the current Board of Trustees will join together to form an Interim Governing Body (IGB). This section talks about how the IGB will handle adding new members if someone resigns, what its responsibilities are, and how it will make decisions.

The IGB will work with municipal staff to integrate the Town's existing ordinances with the Village's existing ordinances. More on ordinances in Subchapter 6.

§106 Town Selectboard

This section describes the new Town Selectboard, which would be elected in 2022 and replace the Interim Governing Body. In the Town's version of the charter, the new Selectboard will have six members: three members will live in the Village, and three members will live in the Town outside the Village. The Town outside the Village is Ward 1 and the Village is Ward 2.

This section also sets out the terms of new Selectboard members for the first 3 elections so that they will be staggered. After that initial period, every member will serve 3-year terms. Between 3-5 years after the start of



the new Selectboard, they will appoint a special commission to study the governance system and make recommendations if anything should be changed.

§107 Budget and Municipality Administration

The Town Manager will create and present a budget to the Selectboard.

§108 Village and Town Department Transitional Provisions

Within the first 5 years of merger the Town Manager will integrate the fire departments, community planning departments, parks and recreation departments, and any other necessary services. The Essex Fire Department and Essex Junction Fire Department will retain their chiefs and the Town Manager may at some point appoint one person to serve as chief of both. Library operations will remain unchanged. After merger, TOV residents will be eligible to be elected to the Brownell Library board.

§109 Planning and Development

During the transition period, the land development code and zoning bylaws and municipal plans of both the Village and Town will remain in effect. After the transitional period, the new Town Selectboard will work with the new Town Planning Commission and the Chittenden County Regional Planning Commission (CCRPC) to merge the plans into one town plan, one land development code, and one set of zoning bylaws.

The current Town Selectboard and current Village Trustees will each appoint 3 members of the new Town Planning Commission and 3 members of the new Town Development Review Board. After the new Town Selectboard is elected, it will add a seventh member to each.

§110 Unification and Adoption of Ordinances, Bylaws, and Rules

During the transition period, the IGB will integrate the ordinances of the Town and Village following specific guidance from state statute. The new Town Selectboard will follow specific procedures to make any changes to the ordinances. Specifics about how that would work (including warning at least one public hearing) are in Subchapter 6.

§111 Personnel

The IGB will create a plan of classification and pay for all of the employees of the new Town. At the end of the transitional period, the new Town Selectboard can implement the plan. Existing Town personnel regulations will carry over into the new Town. They can be amended by the new Town Selectboard. Current Village and Town employees will all become employees of the new Town of Essex. Dates of hire and accrued benefits will carry over.

§112 Water and Sewer Districts

During the transitional period the water and sewer systems will be integrated into one district made up of multiple systems. Users of each system will continue to be served by those systems. Costs associated with each system will be paid for by the users of each system. New costs for improvements to the overall system will be paid for by all users. New costs for improvements to a specific system will be paid for by the users of that system. The new Town Selectboard has the authority to change the water and sewer rates as needed.

§113 Finances

The grand lists of the Town and Village will remain in effect upon merger. Taxes owed to the Village or Town at the time of merger will be payable to the new Town. Due dates will not change. The IGB will oversee the existing budgets of the Village and Town during the transitional period.



CHARTER SUMMARY

Debts owed by Village taxpayers at the time of merger will stay with those taxpayers until they are paid off. This applies to the infrastructure bond Village residents approved in 2016, which will be paid off in 2035. Town outside the Village residents will NOT pay this debt.

Any existing legal obligations (like tax stabilization agreements) set up by the Village or the Town will be honored by the new Town.

§114 Terms Extended

Anyone holding office on the current Selectboard and Village Board of Trustees at the time merger is approved by the Legislature will remain in their seats until the new Town Selectboard is elected or until they step down.

§115 Transitional Tax Districts and Transitional Tax Provisions

This is a repetition of the tax districts laid out in §104.

§116 Repeals

With the approval of the charter by the Legislature, the current charters of the Town of Essex and the Village of Essex Junction will be repealed.

Subchapter 2: Incorporation and Powers of the Town

This section covers the specific powers the new Town will have, like the ability to collect taxes, to run a sewer system, and more. It confirms that the new Town of Essex replaces the current Town of Essex and Village of Essex Junction and that all Vermont laws that apply to municipalities will apply to the new Town of Essex. This section also outlines powers the Town has regarding acquiring property.

§204 Reservation of Powers

The new Town may have other functions or powers that are not limited by or included in this charter.

§205 Form of Government

Establishes that the new Town government will be the selectboard-manager form of government. All powers of the Town will be invested in the elected Selectboard. There will be voting districts (see Subchapter 3).

Subchapter 3: Voting District and Governance Structure

The Village of Essex Junction will be Ward 2. The areas of the Town not within Village boundaries will be Ward 1. The new Town wards will be amendable by ordinance, not charter change. The Selectboard, or the Board of Civil Authority or a specially designated commission of the Selectboard, can recommend changes to ward boundaries and/or to the number of wards. US Census data would be the basis for any such changes.

§302 Powers and Duties of Governing Body

This section sets forth what the Selectboard can and cannot do, and establishes how it will fill vacancies, member compensation, and meeting procedures, among other things.



CHARTER SUMMARY

The new Town Selectboard will have the power to:

- Appoint/remove the Town Manager
- Create/change/abolish offices, commissions, and departments
- Appoint members of boards and commissions
- Provide for an audit by an independent Certified Public Accountant (CPA)
- Investigate the conduct of any municipal employee, elected official, committee, or department and investigate municipal affairs
- Make appointments to committees
- Authorize the purchase and sale of Town property
- Other powers not specified in the charter but that are allowable by Vermont statute

The new Town Selectboard will have 6 members with staggered 3-year terms. Selectboard members will represent the entire Town, not just their wards. If a Selectboard member moves out of their ward while still in office, then they must surrender their seat.

The Selectboard will fill vacancies until the next Town Meeting Day and newly elected Selectboard members will start their terms on the first day of the month after being elected (if elected in March they would start on April 1).

If a Selectboard member resigns, dies, or is unable to serve due to incapacity, the remaining Selectboard members will appoint someone to fill the vacancy until the next Town Meeting Day. Incapacity can include if a member misses at least half of all Selectboard meetings. At the next Town Meeting Day the seat will be up for election for the remainder of the term. If an appointment can't be made, the Selectboard can hold a special election.

Selectboard members will be paid a minimum of \$1,500 per year. There must be a specific line item in the budget for Selectboard pay. Selectboard members cannot be Town employees while they are in office, or for 1 year after leaving office (except for poll worker). A Selectboard member may serve on other boards as a representative of the Town.

Selectboard members may not interfere in the hiring or firing of any Town employee, which is a responsibility of the Town Manager. Selectboard members may not deal directly with Town staff unless they go through the Manager first, as is the norm for the selectboard-manager form of government.

The Selectboard must meet at least once a month. Special Town meetings can be called according to Vermont law. Voting at special Town meetings will be by Australian ballot. This section outlines how the Selectboard will conduct its meetings, keep minutes, follow Open Meeting Law, and use executive session.

Subchapter 4 Other Elected Offices

This section talks about the other Town offices that are elected besides the Selectboard: the Brownell Library Trustees. It specifies that the Town Clerk and Town Treasurer are appointed and can be the same person. It also specifies that the Town Moderator will be appointed by the Selectboard to preside over the informational Town Meeting.



Subchapter 5: Town Meetings

This section states that elections and voting on budgets and other ballot items will happen on Town Meeting Day as defined by Vermont law (usually the first Tuesday in March). It requires the Town to follow state law when conducting elections and special meetings. All voting will be by Australian ballot and will be conducted by the Town Clerk and Board of Civil Authority.

Subchapter 6: Ordinances

The new Town will adopt ordinances following procedures laid out in state statute, and also a minimum of one public hearing. The Selectboard can pass the ordinance after the hearing(s), or it can amend the ordinance. If it amends the ordinance, it must warn another public hearing. This procedure would be followed until the ordinance is finally approved. This section also allows for an ordinance to be rescinded by voter petition and allows residents to petition for an ordinance to be enacted.

FYI: Holding one public hearing is a minimum. In the past, controversial topics have had two or more public hearings scheduled. This can be done by a simple majority vote of the Selectboard to warn such a hearing.

Subchapter 7: Town Manager

This section outlines the responsibilities of the Manager. The Selectboard has the authority to hire and remove the Manager. The Manager is responsible to the Selectboard for the administration of the Town, the hiring of all Town employees, the appointment of several offices, the creation of the Town budget, and more. There is a removal process for the Manager and a plan for what to do if the Manager's office becomes vacant.

Subchapter 8: Boards and Commissions

This section defines the new Town's Board of Civil Authority, Board of Abatement of Taxes, Planning Commission, Development Review Board, and Brownell Library Board of Trustees.

Subchapter 9: Administrative Departments

This section focuses on personnel. There must be a personnel director as well as personnel rules and regulations, which the Selectboard must approve. This section also outlines the department of real estate appraisal.

Subchapter 10: Budget Process

This section establishes the new Town's fiscal year and the requirements for what must be contained in the annual budget. It states the Selectboard's responsibility to review and approve the budget and reviews how it will be approved by voters. It also details what the Selectboard can do regarding additional appropriations and transfers of unencumbered appropriation balance and how the tax levy is based on the budget.



For more info, go to: GreaterEssex2020.org
CHARTER SUMMARY

Subchapter 11: Taxation

Property tax payments will still be due on March 15th and September 15th, and an 8% penalty will apply for late payments, as is current practice. (The 8% penalty matches the interest rate the state charges the municipality.) This section allows the Town to make tax agreements with residents.

Subchapter 12: Capital Improvements

As is currently the practice, the manager must provide the Selectboard with a five-year capital program as part of the annual budget process.

Subchapter 13: Amendment of Charter and Initiatives

The Town must follow state statute to make amendments to the charter.

Subchapter 14: General

Changes to the charter will not affect ordinances or other bylaws. If one part of the charter is declared invalid, the rest of the charter still remains in effect.

Program Overview

Village center designation supports the revitalization efforts of small and medium-sized historic centers. The designation brings financial incentives, training, and technical assistance needed to attract new business and vitality to Vermont's smaller communities. Once designated, the community may apply for the neighborhood development area designation to bring additional benefits to build new housing within walking distance of village centers.

Enhanced outreach efforts have led to an increase in designated village centers by over 100% (98 to 204) in the last six years, and have nearly doubled the number of downtown and village center tax credit applications. In 2020, tax credits will support several projects in small but important economic centers. This includes rehabilitation of the historic Bridgewater Village School into a community and childcare center; code improvements to the Craftsbury General Store, the Sheldon Store in Rupert, and the East Calais General Store; facade improvements to Hearth and Home Country Store in Island Pond; and rehabilitation of an iconic train station in Poultney for a local business.

Website: <http://accd.vermont.gov/community-development/designation-programs/village-centers>

By the Numbers [2016-2020]

204

designated village centers

46

tax credit projects

\$3 M

awarded in tax credits

117

municipal planning grants awarded

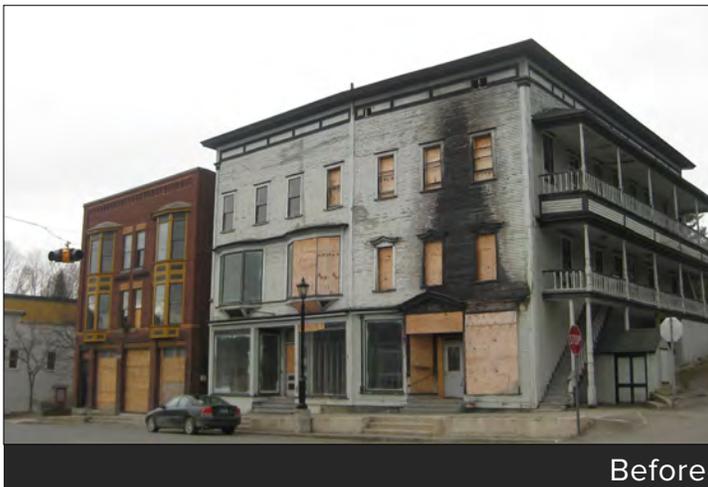
\$1.5 M

in municipal planning grants awarded

\$15 M

in private investment

Hardwick - Designation Sparks Revival



Before



After

Thanks to village center designation and the efforts of local property and business owners, downtown Hardwick has been transformed. Since 2005, six properties in the village center received downtown and village center tax credits, sparking local investment and bringing new vitality to the commercial district. Approximately \$625,000 in state tax credits leveraged over \$7.5 million in private investment to date, making projects financially feasible and jumpstarting new businesses, creating jobs, and developing quality housing in the village center. The public investment to improve these buildings increased the local Grand List values and resulted in increased property tax revenue. Hardwick's success is a model for small communities across the state.

For more information, please contact:

Richard Amore: richard.amore@vermont.gov

802.585.0061

Return on Public Investment

An analysis of property values using local grand list data shows how public investment to improve buildings in designated village centers has increased property tax revenue. This investment not only revitalizes communities, it provides a permanent increase in tax revenue to support the education fund, creates jobs and housing.

Hancock General Store, Hancock

Total Project Cost: \$145,000; Tax Credits Awarded: \$19,850

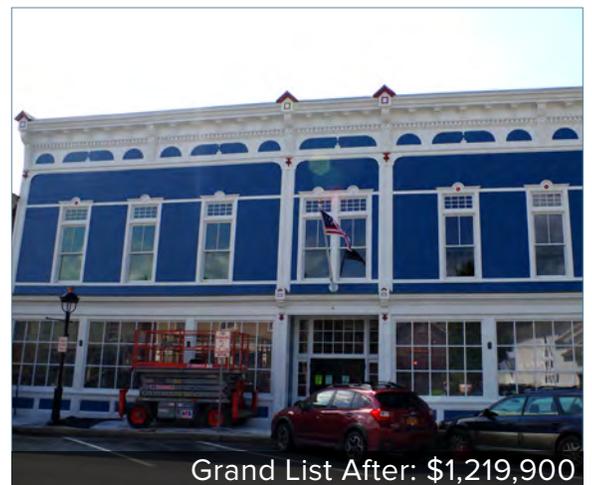
Hancock's General Store operated for over 100 years before closing in 2013. A major community hub in this small village, the loss of this business was devastating to residents. That's when new owners, locals from Hancock, stepped in to buy the building and revive this important community resource. The project required major investments to upgrade the building to meet code requirements and also included façade improvements. The store re-opened in 2016.



Berkshire Bank Building, Manchester

Total Project Cost: \$1,579,810; Tax Credits Awarded: \$112,500

The Berkshire Bank building was constructed in 1896 and is a prominent historic anchor of Manchester's village corridor. The building was vacant for four years before its new owners decided to invest in improvements. Redevelopment of the building for mixed-use included major code upgrades and the installation of an elevator. The project created four housing units on the upper floors and added 3 commercial retail tenants on the ground floor.



For more information, please contact:
Richard Amore: richard.amore@vermont.gov
802.585.0061

Return on Public Investment

An analysis of property values using local grand list data shows how public investment to improve buildings in designated village centers has increased property tax revenue. This investment not only revitalizes communities, it provides a permanent increase in tax revenue to support the education fund, creates jobs and housing.

31 Main Street, Johnson

Total Project Cost: \$325,000; Tax Credits Awarded: \$50,000

Butternut Mountain Farm's retail store has been a mainstay of Johnson's downtown for almost 30 years, selling local maple products, maple sugaring supplies and equipment, and other Vermont products. Located in two neighboring buildings, a former garage and the "old town fire house," the owners decided to make a major investment in the property to improve its accessibility, energy efficiency and curb appeal. This included major structural work as well as upgrades to building systems, installation of new accessible bathrooms and façade improvements to ensure the continued viability of this anchor business.



Next Stage Arts, Putney

Total Project Cost: \$1,498,665; Tax Credits Awarded: \$150,011

A former Greek Revival church constructed in 1841, the Putney Historical Society transformed this historic building into a performing arts center and community gathering space, Next Stage Arts. The rehabilitation was extensive and included several phases. Work completed includes major repairs to the building's exterior, asbestos abatement, installation of an elevator, new kitchen and bathrooms, and conversion of the former sanctuary into a theater space. The project was supported by multiple funding sources, including two rounds of downtown and village center tax credits awarded in 2012 and 2015.



For more information, please contact:
Richard Amore: richard.amore@vermont.gov
802.585.0061

Program Overview

This designation program increases housing options by reducing the time and cost of state permitting in areas within easy walking distance of commercial centers — whether converting a wing of a house into an apartment or developing an entirely new neighborhood. Municipalities or developers may use this designation to encourage the creation of new homes in development-ready locations near shops and services and to reduce pressure to develop on farm and forest land. Municipalities with an existing designated downtown or village center, with adopted plans and regulations that support housing and compact development can qualify for neighborhood development area designation.

Website: <http://accd.vermont.gov/community-development/designation-programs/neighborhood-development-areas>

Municipalities with NDA Designation

Brattleboro, Burlington, Essex Junction, Manchester, South Burlington, Westford, and Winooski

By the Numbers [2016-2020]

7

designated NDAs

7

months average time
saved in state permitting

\$50,000

average saved in
state permit fees

Burlington - Designation Lowers Housing Costs



Bright Street Co-op (proposed)



Bright Street Co-op (2017)

Burlington's housing action plan recognizes the contribution of the neighborhood development area designation in lowering the cost of building well-designed, mixed-income housing, compatible with Burlington's existing character. Among recent projects was the Champlain Housing Trust's Bright Street Coop, a 42-unit mixed income, infill housing project on 1.35 acres of land in Burlington's Old North End. Located within Burlington's designated neighborhood development area, the project qualified for the Act 250 Priority Housing Project exemption - saving over \$50,000 in associated costs and an estimated three months of permitting time (out of an approximately \$6.5 million budget). Additionally, the project saved another \$3,000 in wastewater connection fees and reduced the risk of added costs from a permit appeal. Burlington's neighborhood development area designation continues to help the region address its acute housing shortage by lowering the cost of building new mixed-income development in and around the designated downtown.

For more information, please contact:

Jacob Hemmerick: jacob.hemmerick@vermont.gov

802.828.5249

Designated Neighborhood Development Areas

Program Benefits

State designation of neighborhood development areas (NDAs) provides incentives for housing developers and municipalities to help increase the creation of new homes within walking distance of shops, jobs, services, and schools. Once designated the following benefits will be available within an NDA. (See [NDA Application Guide](#) for information on obtaining designation.)

Benefits for NDA Housing Developers

State Permitting

- Qualified mixed income housing projects are exempt from review. See [Priority Housing Project flow chart](#) to learn more on projects that qualify
- Act 250 projects not qualifying for the exemption receive a 50% discount on application fees
- Act 250 offsite mitigation fees are reduced for projects impacting primary agricultural soils in NDA's associated with a designated downtown, and that are subject to Act 250 review.
- If subject to Act 250, projects within an NDA (and other designated areas) are within an “existing settlement” and not required to provide additional analysis under Act 250 Criterion 9(L) that addresses scattered development.
- Agency of Natural Resources fees for wastewater review are capped at \$50.00 for projects that have received sewer allocation from an approved municipal system.

Tax Benefits

- Exemption from the land gains tax for housing units that are sold.

Municipal Regulation

- Local conditional use decisions that determine the “character of the area” criteria is met, cannot be appealed to the Environmental Court if the project is within an NDA.

Benefits for Municipalities

- Priority consideration is available for various grants and incentives supporting projects within an NDA including:
 - Municipal Planning Grants (ACCD)
 - Vermont Community Development Program (CDBG) Grants (ACCD)
 - Better Connections (VTrans/ACCD)
 - Brownfield Revitalization (ANR/ACCD)
 - State affordable housing funds
- Training and technical assistance from ACCD on obtaining benefits.



For more information, please contact:

Jacob Hemmerick: jacob.hemmerick@vermont.gov

802.828.5249

Program Benefits

The downtown designation program supports local revitalization efforts across the state by providing technical assistance and state funding to help designated municipalities build strong communities. Once designated, the community will be eligible for the following benefits:

Downtown and Village Center Tax Credits

10% Historic Tax Credits

- Available as an add-on to approved Federal Historic Tax Credit projects.
- Eligible costs include interior and exterior improvements, code compliance, plumbing and electrical upgrades.

25% Historic Tax Credits

- Eligible facade work up to \$25,000.

50% Code Improvement Tax Credits

- Available for up to \$50,000 each for sprinkler systems; up to \$75,000 for elevators; and \$12,000 for lifts.
- Eligible code work includes ADA modifications, electrical, fire safety, or plumbing up to \$50,000.

Downtown Transportation Fund

- Eligible to receive loans, loan guarantees, or grants up to \$100,000 for capital transportation and related capital improvement projects.
- Grants may not exceed 50% of a project's cost.

Priority Consideration for State Grants

- Priority consideration for various ACCD, VTrans and ANR grants and incentives including, ACCD's Municipal Planning Grants, State Historic Preservation grants, Vermont Community Development Program (VCDP) grants, VTrans Bike/Ped and Transportation Alternatives grants, Northern Border Regional Commission Grants, ANR Water and Wastewater subsidies and loans, and various other state grants and resources.

Traffic Calming and Signage Options

- Authority to post speed limits of less than 25 mph to help calm traffic and make the downtown a more pedestrian-friendly environment.
- May erect and post informational signs to help guide visitors to downtown and to significant historical, educational, recreational or cultural landmarks.

Priority Consideration by State Building And General Services (BGS)

- Priority site consideration by the State Building and General Services (BGS) when leasing or constructing buildings.

Special Assessment Districts

- May create a special assessment district (also known as business improvement district) to raise funds for both operating costs and capital expenses to support specific projects in the designated downtown.

Act 250

- No permit fees and special downtown process with reduced criteria.
- Qualified mixed use-housing projects are exempt from review.

Neighborhood Development Area (NDA) Eligibility

- Communities may also designate Neighborhood Development Areas within 1/2 mile from the designated downtown. Qualified projects are:
 - Exempt from Act 250 regulations for [Priority Housing Projects](#) and projects not qualifying for the exemption receive a 50% discount on application fees.
 - Exemption from the land gains tax for housing units sold.
 - Eligible for reduced state permit fees.

For more information, please contact:

Gary Holloway: gary.holloway@vermont.gov or 802.522.2444

Website: <http://accd.vermont.gov/community-development/designation-programs/downtowns>



Downtown Designation Program

Application Guidelines



Department of Housing
and Community Development
Community Planning + Revitalization
October 2019

 **VERMONT**
AGENCY OF COMMERCE & COMMUNITY DEVELOPMENT
DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT



Overview

Downtown designation recognizes and encourages local efforts to revitalize Vermont's traditional downtowns. Downtown revitalization is an ongoing process to improve a community's vitality and livability. Downtown designation is only one tool for revitalization and its focus is on supporting commercial activity in Vermont's downtowns.

These guidelines provide instructions for communities preparing new applications for Downtown designation. The statutory definition of Downtowns is:

"Downtown" means the traditional central business district of a community that has served as the focus of socio-economic interaction in the community, characterized by a cohesive core of commercial and mixed use buildings, some of which may contain mixed use spaces, often interspersed with civic, religious, residential, and industrial buildings and public spaces, typically arranged along a main street and intersecting side streets that are within walking distance for residents who live within and surrounding the core and that are served by public infrastructure such as sidewalks and public transit. Downtowns are typically larger in scale than village centers and are characterized by a development pattern that is consistent with smart growth principles.

24 V.S.A. §2791(3)

1

Contact DHCD to discuss the program and application process.

2

Schedule a pre-application meeting with DHCD in your downtown.

3

Build support for the designation by reaching out to local merchants, the chamber of commerce, regional planning commission, regional development corporation, municipal governing bodies (Selectboard, Planning Commission, etc.) and other allies needed to create the downtown organization.

4

Begin the written application. The regional planning commission can offer assistance.

5

Complete the application using the checklist to ensure all required materials are included ([see page 6-7](#)).

6

Submit application by email by the first Monday of the month.

7

DHCD will call or email the local contact to discuss the application review process.

8

Present the application to the Downtown Board the fourth Monday of the month.



Overview

To ensure a common understanding of the application requirements prior to submission, all applicants must schedule a pre-application meeting with the Department of Housing and Community Development (DHCD) to discuss the program requirements and the proposed district boundary. Applications are made by the municipality. The Vermont Downtown Board only reviews complete applications which must include all items listed on the application checklist (pages 6-7). Applications are due the first Monday of each month and the Downtown Board typically meets on the fourth Monday of each month to review and consider applications.

A community must be designated before the Board will consider any applications for benefits, including tax credits and state grants. A downtown is designated for eight years by the Downtown Board. An interim review of the designation is required every four years. DHCD will send a reminder memo outlining the review process and to schedule a meeting with the community 3 months prior to the review date. The community will provide an update to the Downtown Board at the four year mark. After the initial eight years, the municipality must renew the designation and update the Downtown Board on its progress and demonstrate that it continues to meet all of the program requirements.

Submission Requirements

Municipalities must submit one electronic copy of the application and all supporting documents. If the file is too large to email – applications may be submitted on a CD or uploaded to a file sharing service such as Dropbox. All maps and photos must be in color.

Board Meeting Presentation

The applicant is required to make a 10 minute presentation to the Downtown Board describing why the municipality is applying for downtown designation and how it will help them achieve their goals.

- **Overview** – explain why the municipality is applying for designation and provide a brief overview of recent revitalization efforts in downtown.
- **Future Plans** – brief overview of goals and implementation strategy for the next five years.
- **Challenges** – overview of key challenges facing the community and/or organization.
- **Assistance** – list the training and outreach needed that would help your community achieve its goals (e.g. strategic planning, board development, fundraising, etc.).

Training and Reporting Requirements

Designated downtown organizations are required to submit or participate in the following, demonstrating continued commitment to their designated downtown:

- Submit annual reinvestment statistics to DHCD.
- Regularly attend network meetings and annual conference.
- Submit annual work plan with a description of goals and objectives.
- Submit annual budget showing sources of income and expenditures.
- Attend Board, Executive Director and/or Program Coordinator and new manager trainings.
- Participate in program assessments.
- Assist with downtown designation four year review.
- Assist with the downtown renewal application every eight years.

Application materials must be submitted to:

Division for Community Planning and Revitalization
Department of Housing and Community Development (DHCD)
One National Life Drive, 6th Floor
Montpelier, VT 05620

Vermont Downtown Designation Program

Gary Holloway Phone: 802.522.2444 email: gary.holloway@vermont.gov

Applications are due on the first Monday of the month by 4:30 p.m. in electronic format.

The downtown designation program supports local revitalization efforts across the state by providing technical assistance and state funding to help designated municipalities build strong communities. Once designated, the community will be eligible for the following benefits:

Downtown and Village Center Tax Credits

10% Historic Tax Credits

- Available as an add-on to approved Federal Historic Tax Credit projects.
- Eligible costs include interior and exterior improvements, code compliance, plumbing and electrical upgrades.

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- Eligible to receive loans, loan guarantees, or grants up to \$100,000 for capital transportation and related capital improvement projects.
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Traffic Calming and Signage Options

- Authority to post speed limits of less than 25 mph to help calm traffic and make the downtown a more pedestrian-friendly environment.
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Priority Consideration by State Building And General Services (BGS)

- Priority site consideration by the State Building and General Services (BGS) when leasing or constructing buildings.

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- May create a special assessment district (also known as business improvement district) to raise funds for both operating costs and capital expenses to support specific projects in the designated downtown.

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- No permit fees and special downtown process with reduced criteria.
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Neighborhood Development Area (NDA) Eligibility

- Communities may also designate Neighborhood Development Areas within 1/2 mile from the designated downtown. Qualified projects are:
 - Exempt from Act 250 regulations for [Priority Housing Projects](#) and projects not qualifying for the exemption receive a 50% discount on application fees.
 - Exemption from the land gains tax for housing units sold.
 - Eligible for reduced state permit fees.

1. Cover Letter, including:

- Name of the municipality.
- Name, address, daytime phone number and email address of the primary contact person for the application.
- Brief narrative of why you are seeking downtown designation and a description of previous and current revitalization activities.
- A list of documents included in the application.

2. Authorization and Notification

- Minutes, municipal resolution or signatures of the legislative body showing that the downtown designation application has been authorized by the municipality.
- Letters notifying the regional planning commission and regional development corporation of the application.
- Copy of a published notice to apply for designation in a local newspaper of general circulation within the municipality.

3. Confirmed Planning Process

- Letter from the regional planning commission, stating that the municipality's planning process is "confirmed" under 24 V.S.A. §4350.

4. The municipality must meet at least one of the following to demonstrate its planning commitment:

- Adoption of a design control district, in accordance with 24 V.S.A. §4414(1)(E);
- Adoption of a local historic district, in accordance with 24 V.S.A. §4414(1)(F) (please note that this is not the same as a National Register district);
- Adoption of regulations that adequately regulate the physical form and scale of development that the State Board determines substantially meet the historic preservation requirements in subdivision 24 V.S.A. §4414(1)(E) and (F);
- Creation of a development review board authorized to undertake local Act 250 reviews, in accordance with 24 V.S.A. §4420.

Has the community modified its zoning bylaws that demonstrate its planning commitment since the last renewal? [Yes / No](#)

Please describe how the bylaws continue to protect and enhance the historic character of the downtown and attach relevant sections of the zoning bylaws.

5. Community Reinvestment Agreement

- Provide a community reinvestment agreement that has been signed by authorized representatives of municipal government, board members of the downtown organization, business and property owners within the district, community groups and residents demonstrating a commitment to the downtown revitalization efforts. The agreement must demonstrate that a broad range of downtown interests are committed and willing to participate in downtown revitalization efforts. The agreement should include and clearly describe the designated boundary, capital improvement plan, funding and resources, organizational structure and the strategic plan.

6. Municipal Capital Budget and Program

- A capital budget and program showing a clear plan for providing public infrastructure within the downtown, including:
 - Drinking water
 - Public space
 - Wastewater
 - Lighting
 - Storm water
 - Transportation, including public transit, parking and pedestrian amenities
- Evidence that the plan has been formally adopted by the legislative body of the municipality and board of directors of the downtown organization.

7. Downtown Organization

- Five-year strategic plan with a description of goals/objectives, strategy for implementation and timeline for completion.
- An organizational structure meeting the requirements as outlined on page 8.

8. Water and Wastewater Compliance and Reserve Commitment

- Water and wastewater requirements are met as outlined on page 9.

9. Funding and Resources

- Evidence of the municipality's financial commitment demonstrated by a commitment by the municipality to implement at least one of the following:
 - A special assessment district created to provide funding to the downtown district.
 - Authority to enter into a tax stabilization agreement for the purposes of economic development in a downtown district.
 - Other multiple-year financial commitments among the parties subject to the approval of the Downtown Board.
- Proposed downtown organization budget with funding sources (see sample budget on page 10).
- Plans to pursue long term, sustainable funding strategies (e.g. business improvement district, local option tax, etc.).

10. Downtown Designation Boundary Map

- A color map must be included, delineating the boundary of the designated downtown district, clearly showing the buildings and properties that are within the district. Your Regional Planning Commission can help. See the map requirements on page 12 for complete details.
- Color pictures of key areas, boundaries and any areas where there may be questions about the consistency within the definition of downtown.
- The downtown district must contain or be a part of a historic district that is listed or eligible for listing in the National Register of Historic Places (please note that this is not the same as a local historic district created through zoning bylaw). It is not necessary for the downtown district and the National Register district to have identical boundaries.

11. Other Required Information

- Zoning District Map and corresponding bylaw language should be included. Zoning boundaries and bylaws help explain the community's development and uses within the Downtown.
- National or State Register Historic District Boundaries should be included, but if not available, are not required.



Organization Structure

An organizational structure is necessary to sustain a comprehensive and long-term downtown revitalization effort. Either a downtown development nonprofit corporation or a municipally-created commission must be designated by the municipality as the organization responsible for implementing the reinvestment agreement. The primary responsibility of the organization should be the revitalization of the downtown district.

Organization Structure Requirements

- Description of current organization structure (501(c) (3) non-profit organization, municipal commission, downtown improvement district/tax assessment district, etc.).
- Copy of bylaws, articles of incorporation, mission statement and other relevant documents demonstrating the organizations primary commitment to downtown revitalization.
- Description of roles and responsibilities of board members, officers, executive director and/or program coordinator, committees should be clearly defined in the bylaws.
- Current list of board members and their affiliations.
- Five-year strategic plan with a description of goals/objectives, strategy for implementation and timeline for completion.



Municipal Water and Wastewater Requirements

- 1. Compliance** – The application must include evidence that any private or public sewage system and any private or public water supply system serving the proposed downtown district, is in compliance with state requirements. (Please note that you will need responses from two different Divisions within the Agency of Natural Resources (ANR) to demonstrate compliance, and should allow at least several weeks for them to conduct this review.)

Please complete and obtain ANR approval for the attached forms.

- Drinking water system compliance – Appendix A, [page 13](#).
- Wastewater system compliance – Appendix B, [page 14-15](#).

- 2. Reserve Commitment** – Provide evidence that the municipality has dedicated a portion of any unallocated reserves for both the wastewater and drinking water systems, adequate to accommodate future growth in the Downtown.

- The municipality must show they have reviewed the anticipated growth for the Downtown, and base the allocation of reserves on that estimate.
- The dedication of reserves must be made by formal action by the legislative body of the municipality. Evidence of these dedications must be included in the application for designation.

If the Downtown does not currently have water and sewage systems, the municipality must provide evidence of its commitment to construct such systems within 10 years, in compliance with state regulations.



Sample First Year Operating Budget

Income		Cash		
Downtown Improvement District		25,000		
Fundraising		8,500		
Sponsorships		11,000		
Membership Contributions		4,000		
Municipal Contributions		10,000		
Grants and Gifts		1,000		
Miscellaneous		550		
Total Income		60,050		
Personnel		Cash	In-Kind	Total
Executive Director (gross salary)		25,000		25,000
Benefits		1,200		1,200
Payroll Taxes		1,400		1,400
Clerical, Bookkeeping		450	300	750
Filing Fees, etc.		1,000		1,000
Total Personnel		29,050	300	29,350
Office				
Rent		3,200	2,600	5,800
Utilities		800		800
Telephone		900		900
Internet/Wireless		900		900
Office Supplies		600	250	850
Postage		650		650
Insurance		1,000		1,000
Equipment/Repair		500	1,500	2,000
Dues and Subscriptions		500		500
Total Office		9,050	4,350	1,340
Other				
Photography		200	150	350
Printing		1,000	1,000	2,000
Local Meetings		600		600
Workshops, Trainings and Travel		1,000	200	1,200
Public Relations		900		900
Advertising and Promotion		1,200	1,400	2,600
Technical Assistance		750		750
Committee Expenses		1,700	4,000	5,700
Incentives Program (façade improvements)		10,000	1,000	11,000
Miscellaneous		500		500
Total Other		17,850	7,750	25,600
Total Operating Expenses		55,950	12,400	68,350
Total Income		60,500		
Ending Cash Balance		4,100		

The boundary should be drawn around the center or core of the downtown including its traditional anchor points such as the post office, commercial buildings, town hall, churches and other public buildings that typically comprise the center of a downtown. The center core of the downtown will often be different and smaller than the downtown (municipal) boundary.

Note: The downtown district must contain or be a part of a historic district that is listed or eligible for listing in the National Register of Historic Places (please note that this is not the same as a local historic district created through zoning bylaw). It is not necessary for the downtown district and the National Register district to have identical boundaries.

The boundary should follow the property lines. However, where a building that should be included in the downtown sits on a large parcel of land, the boundary should be drawn to exclude the excess open land by using a setback from the center of the road, or other means that make clear what land and which buildings are within the boundary. Large parcels of undeveloped land cannot be included in the downtown district. Your regional planning commission can help you with the application and mapping requirements.

The following list of common characteristics of downtowns is provided to further define a downtown for the purposes of designation. They are supplemental to the statutory definition, and intended to help communities draw appropriate boundaries. Contact Gary Holloway at (802) 522.2444 or at gary.holloway@vermont.gov to guide and assist you in creating the boundary around your downtown.

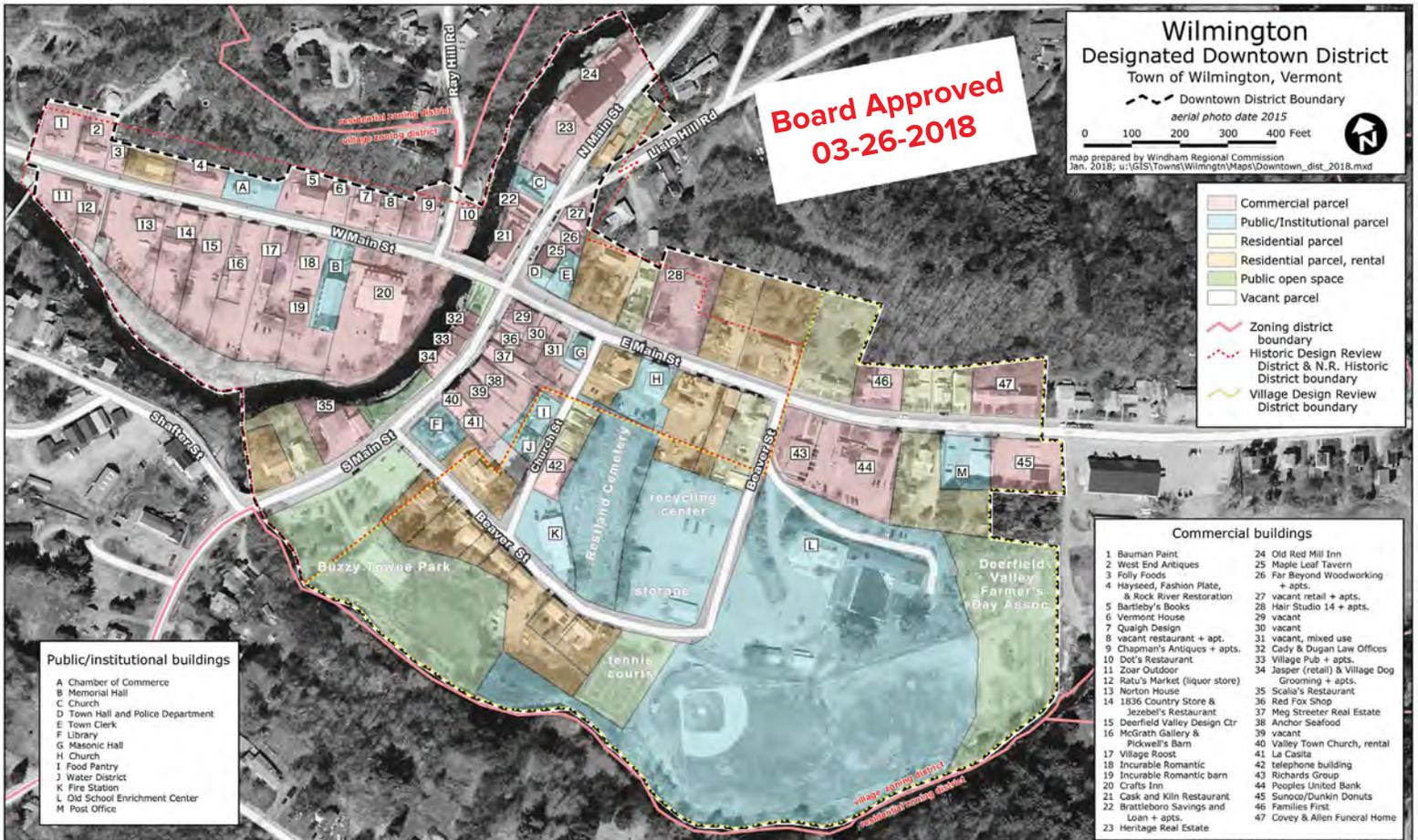
- A traditional center of socio-economic activity.
- Mixed use of buildings including retail, restaurants, government services, churches, entertainment, cultural activities, professional services and residential and office space.
- Development densities should be uninterrupted, although there may be some public space, like a park or green, within a downtown. Development density is consistently more compact than development outside the downtown.
- Pedestrian-oriented, rather than auto-oriented with building facades generally set close to the sidewalk.
- Commercial (and industrial, if it exists) activities should be within and part of the traditional development pattern not on the outskirts.
- Historic Multi-story buildings with primarily retail on first floor and mixed use upper floors.



Map Requirements

- A color map must be included, delineating the boundary of the designated downtown district, clearly showing the buildings and properties that are within the district. In most cases, an orthophoto should be used as the base map, with the information below superimposed over it:
 - Streets identified by name.
 - Significant buildings and all businesses indicated by number with a separate key identifying each number and name of the building/business – see example map.
 - Land/building use identified clearly with colors and symbols that will very clearly indicate the various land usages – see example map.
 - Photograph locations identified and keyed on the map.
 - North arrow, scale and current date.
 - Property lines should be shown, but if not available, are not required.
 - Zoning District Map (with corresponding bylaw language) should be included on the map or a separate map. Zoning boundaries and bylaws help explain the community’s development and uses within the Downtown.
 - National or State Register Historic District Boundaries should be included on the map or separate map, but if not available, are not required.

Sample Map



Vermont Drinking Water and Groundwater Protection Division
Downtown Designation Program
Checklist for Compliance Review of Community Water System

WSID #: _____

Public Water System (PWS) Permit to Operate Last Issued: _____

Capacity (Technical)

1. What is the authorized capacity for the PWS? _____gpd
[e.g., permitted rate(s) for the supply source(s) in gallons per minutes (gpm) multiplied by 1440 minutes/day equals the authored maximum daily capacity of supply sources in gallons per day (gpd). This is the permitted maximum daily withdrawal volume for the supply source(s) in gallons per day (gpd).]
2. What was the annual maximum water production rate (monthly high) provided by the water system for the previous 12 months? (Provide date range and monthly data.) _____gpd
3. What are the total unconnected water commitments/allocations for the water system? _____gpd
4. What is the uncommitted reserve capacity for the PWS?
Add together items 2 and 3 above, and subtract from item 1 _____gpd
5. What are the gallons of capacity planned for the designated area? _____gpd

Implementation Schedule

6. Does the operating permit contain an improvement schedule? _____ Yes _____ No
7. Is the PWS completing improvements in accordance with the permit schedule? _____ Yes _____ No
8. If not in compliance with the improvements schedule, what is the cause and length of the delay (provide detailed attachment as necessary)?

Owner or owner's authorized representative responsible for approving allocation of water to connections and maintaining technical capacity records for the PWS.

Name: _____ Date: _____

Title: _____ Phone: _____

E-mail: _____

The completed form must be submitted to the Agency of Natural Resources (ANR) at the address below. A complete designation application must include both a copy of the submitted form and written notice of approval from ANR.

Pat Smart, Operations Section Supervisor
pat.smart@vermont.gov or (802) 461-5661
Drinking Water and Groundwater Protection Division
Department of Environmental Conservation
One National Life Drive – Main 2
Montpelier, VT 05620-3522

Vermont Watershed Management Division
Downtown Designation Program
Checklist for Compliance Review by Community Wastewater System

Discharge Permit

Number: _____ Issued: _____ Expires: _____

Sludge and Septage Facility Certification or Approved Sludge Management Plan:

Number: _____ Issued: _____ Expires (certifications only): _____

Capacity

1. What is the design of your wastewater treatment facility? _____gpd
2. What was the annual average discharge flow from your facility for the previous 12 months of record? _____gpd
_____through_____.
3. What is the total of unconnected commitments/allocations to your facility? _____gpd
4. What is the uncommitted reserve hydraulic capacity of your facility? _____gpd
design flow – (commitments + annual average flow) = uncommitted reserve hydraulic capacity _____gpd
5. Gallons of capacity planned for designated area? _____gpd

Owner or owner's authorized representative responsible for approving allocation of wastewater to connections and maintaining technical capacity records for the wastewater system.

Name: _____ Date: _____

Title: _____ Phone: _____

E-mail: _____

Implementation Schedule

Are you required by an order issued under section 1272 of Chapter 47 or through permit conditions to implement facility modifications to reduce pollutants in your discharge? _____ Yes _____ No

If you are not in compliance with the schedule dates in that order, please explain the cause and length of the delay.

Are you required by an order issued under section 1272 of Chapter 47 or through permit conditions to eliminate combined sewer overflows? _____ Yes _____ No

If you are not in compliance with the schedule dates in that order, please explain the cause and length of the delay.

Vermont Watershed Management Division
Downtown Designation Program
Checklist for Compliance Review by Community Wastewater System
[continued]

Effluent Quality

Were limits for any of the following parameters exceeded during the past 12 months? If violations occurred, please discuss the cause and duration, remedial steps taken during the event and corrective action taken to prevent recurrence.

Biochemical Oxygen Demand (BOD): _____

Total Suspended Solids (TSS): _____

Phosphorus: _____

Ultimate Oxygen Demand (UOD): _____

Settleable Solids: _____

E. coli Bacteria: _____

Total Residual Chlorine: _____

Other: _____

Municipality

Authorized Representative

Date

Title

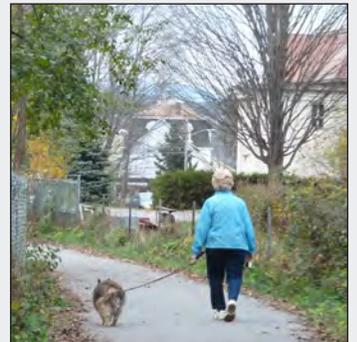
The completed form must be submitted to the Agency of Natural Resources (ANR) at the address below. A complete designation application must include both a copy of the submitted form and written notice of approval from ANR.

Ernie Kelley, Program Manager
Ernie.Kelley@vermont.gov or (802) 490-6187
Watershed Management Division
Department of Environmental Conservation
One National Life Drive – Main 2
Montpelier, VT 05620-3522



Growth Center Designation Program

Application Guidelines



Department of Housing
and Community Development
Community Planning + Revitalization
July 2017

 **VERMONT**
AGENCY OF COMMERCE & COMMUNITY DEVELOPMENT
DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT



Overview

Growth Center designation recognizes municipalities that have or are planning for walkable, mixed-use development adjacent to a [designated downtown, village center or new town center](#). Designation aligns local planning initiatives with state policies and funding to implement Vermont's [smart growth principles](#).

Applications are made by a municipality and reviewed and considered by the [Vermont Downtown Board](#). Awarded designations remain in place for 20 years and are reviewed by the Board [every five years](#), when the municipality updates the Board on its progress and demonstrates that it continues to meet the program requirements.

What is a Growth Center?

While local and regional plans may define areas for growth, a state designated growth center involves a rigorous process to ensure the designation meets state requirements.

Vermont law defines a state designated growth center as an area of land that:

- is within or adjoining a downtown, village center, or new town center designated [by the state]; and
- has clearly defined boundaries that can accommodate a majority of commercial, residential, and industrial growth anticipated by the municipality or municipalities over a 20-year period.

Development and redevelopment within any growth center shall support Vermont's traditional land use pattern of compact centers separated by rural lands and shall meet the [designation] requirements.

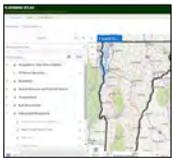
[24 V.S.A. § 2793c \(a\)\(1\)](#)

Growth Center Designation Program Benefits

The Vermont growth center designation program supports local planning and economic development efforts across the state by providing technical assistance and state funding to help designated municipalities build strong communities. The following incentives are available for projects within a state designated growth center:

- Helps meet the location criteria for tax increment finance district.
- Qualified “mixed income” or “mixed use” projects are exempt from Act 250 regulations.
- Reduced Act 250 mitigation fees required for loss of primary agricultural soils.
- Eligible to seek preliminary findings for Act 250 review.
- Priority Consideration For State Grants, including:
 - ACCD’s Municipal Planning Grants, Vermont Agency of Transportation grants, Vermont Agency of Natural Resources grants and funding from Vermont’s Community Development Program (CDBG).

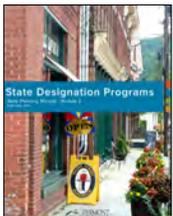
Designation Information



Maps and data on all existing state designated areas

Vermont Planning Atlas

<http://maps.vermont.gov/ACCD/PlanningAtlas/index.html?viewer=PlanningAtlas>



Overview of state designation programs

Planning Manual Module 2

<http://accd.vermont.gov/sites/accdnew/files/documents/CD/CPR/DHCD-Planning-Manual-Module2.pdf>



A municipality may apply for growth center designation if it has:

1. A state designated downtown, village center or new town center associated with the growth center.
2. A duly adopted and regionally approved municipal plan that describes the proposed growth center.
3. Regionally Confirmed Planning Process.
Local planning process is “confirmed” under 24 V.S.A. §4350 by the regional commission. Confirmation means that the adopted municipal land use plan and planning process, have been reviewed and approved by the regional commission.
4. 20-year growth projections with targets to determine the land area needed to accommodate the anticipated housing and employment ([see Application Analysis 1 for instructions](#)).
5. Policies and regulations that ensure new development results in a walkable growth center ([see Application Analysis 4 for checklists](#)).
6. Policies and regulations that minimize impacts on important natural resources and cultural resources ([see Application Analysis 6 for details](#)).
7. Bylaws with permitted residential densities within the growth center that are at least four single-family detached dwelling units per acre, or if the existing density is higher, allowing new housing to be built at the existing or higher density.
8. A concept plan depicting proposed changes including the general location and character of any new or improved streets, buildings, and public spaces within the growth center.
9. A capital budget and program that addresses the infrastructure necessary to support growth center development.
10. Public facilities that are planned to accommodate the 20-year growth targets ([see Application Analysis 5 for details](#)).
11. Policies on the extension of water and wastewater lines that include a defined service area and allocation plan to support the growth center.
12. A public transit system serving the growth center.

Municipalities should consider seeking designation once these items are in place or are in progress.



1

Complete the eligibility checklist ([page 4](#)) to determine if the municipality is growth center ready.

2

Contact DHCD [staff](#) and set up a pre-application meeting to discuss the program and application process.

3

Submit a preliminary application for staff review of eligibility and interagency review of the proposed boundary. We strongly recommend you contact your RPC to assist you.

4

Schedule a local stakeholders meeting with DHCD in your town.

5

Review pre-application memo from DHCD, prepare the full application and submit a draft application for DHCD review.

6

Submit the application to the Vermont Downtown Board for consideration.

7

Attend the Vermont Downtown Board meeting and a designation decision will be issued.



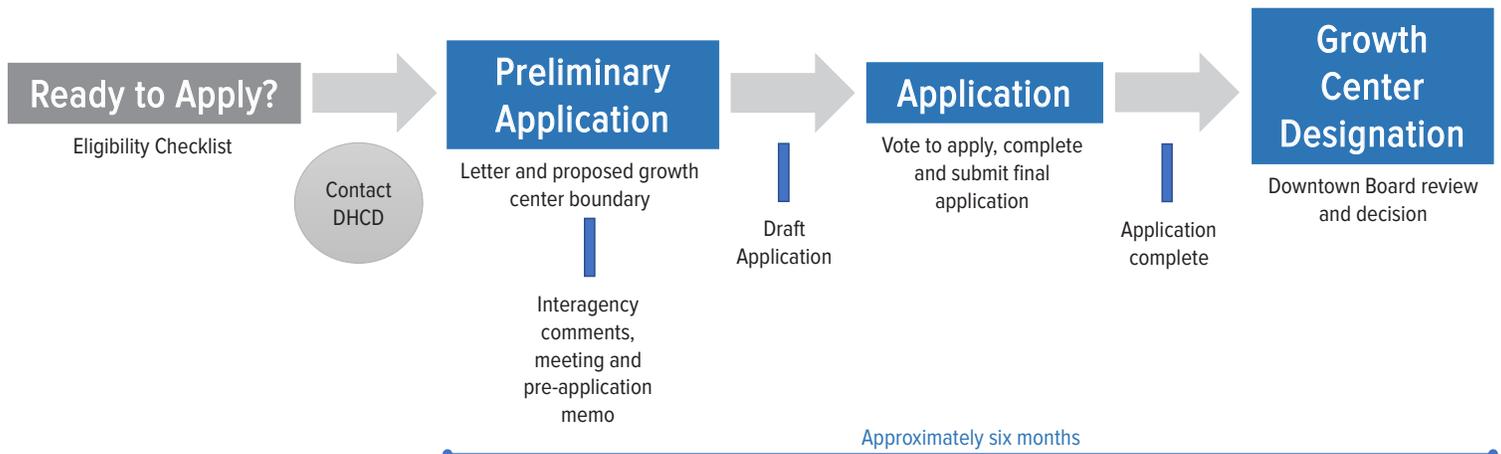
After determining readiness to apply by completing the Eligibility Checklist on [page 2](#) and contacting DHCD staff, the formal growth center application process begins with submission of a Preliminary Application to DHCD consisting of:

- A letter explaining the municipality’s interest in growth center designation, signed by the municipal executive officer (selectboard chair, town manager, etc.).
- A draft map showing the proposed growth center boundary.
- A list and links to the existing municipal planning and implementation policies (municipal plan, bylaws, etc.) that guide development within the proposed growth center study area and preserve the rural character of the surrounding area.
- A brief explanation of any planning and implementation policies the municipality plans to enact prior to submitting a full application for growth center designation.

Next, DHCD will solicit comments on the preliminary application from state agencies and regional planning commissions, evaluate the application for compliance with the growth center requirements and identify potential issues related to the application, the municipal plan and implementation tools. DHCD will summarize the interagency comments in a draft pre-application memo and if necessary, make recommendations to address any items that do not meet designation requirements, either through adjustment of the proposed growth center boundaries or revised municipal policies.

DHCD will then schedule an onsite meeting with the applicant and regional planning commission to learn more about the proposed growth center, share the results of the review and answer questions. Other stakeholders are welcome to participate if appropriate. After the meeting, DHCD will issue the finalized pre-application memo.

Growth Center Application Process



Once the Preliminary Application process is completed and DHCD issues the pre-application memo, applicants may proceed with the full growth center application. Municipalities applying for designation must respond to all questions in the application and include all the items required on the [growth center application form](#). The municipality should seek assistance from its regional planning commission on the application including technical support for preparing 20-year growth projections, mapping and the required analyses to determine the growth center boundary. [Municipal Planning Grant](#) priority points are available for this work.

[Link to Growth Center Designation Application Form](#)

Draft Application Review

To ensure all items are adequately addressed, submit a draft application three months before the date the municipality aims to bring the application before the Downtown Board. DHCD will issue written comments on the draft application within two weeks of receiving the draft.

Before submitting the final application to the Downtown Board, the municipal legislative body must vote to apply for growth center designation according to the procedure established under [24 V.S.A. §1972 and §1973](#) (procedures for adopting municipal ordinances and rules).

Completeness Review

Once the final application is received, DHCD will review the application for technical and substantive completeness based on the application requirements and the municipality's responses to the items identified in the pre-application memo and the draft application review. If the application is incomplete, DHCD will list the missing items in a memo to the municipality within 30 days of receiving the final application.

Once complete, the application will be forwarded to the Downtown Board and posted online along with a staff report and a draft decision. The Board has 90 days to issue a decision after DHCD receives a complete application.

Notice of Growth Center Application

DHCD will issue notice in the same manner required for a proposed municipal plan, emailing the adjoining municipalities and other parties listed under [24 V.S.A. 4384\(e\)](#) as well as each adjacent regional planning commission.

Board Decision

After providing an opportunity for the public to comment, the Board will vote on whether to award growth center designation and will issue a written decision on whether the growth center application meets all the application requirements.

Application materials must be submitted to:

Vermont Growth Center Designation Program
Division for Community Planning and Revitalization
Department of Housing and Community Development (DHCD)
One National Life Drive, 6th Floor
Montpelier, VT 05620

Applications are due on the first Monday of the month by 4:30 p.m. in paper and electronic format.

Vermont Growth Center Designation Program

Faith Ingulsrud Phone: 802-828-5228 email: faith.ingulsrud@vermont.gov

Annina Seiler Phone: 802-828-1948 email: annina.seiler@vermont.gov

Police Services Inquiry

To Be Sent To:

- Chittenden County Sheriff's Office
- Colchester
- South Burlington
- Vermont State Police
- Williston
- Winooski

The Village of Essex Junction Trustees have embarked on an initiative to create the independent city of Essex Junction. They are planning to have Village voters consider the new city charter on November 2, 2021. The charter would then go to the legislature and if taken up and passed, the city could form as soon as July 1, 2023.

As you are probably aware, the Essex Police Department currently provides law enforcement throughout the Town of Essex, which includes the Village of Essex Junction. The Village Trustees would like for this continue happen when the city of Essex Junction is formed. The Trustees have reached out to the Town of Essex Selectboard on this matter and are awaiting a response.

Given the lack of response to date and indication that the Selectboard may not be able to respond in a timely manner, the Trustees are working to develop alternate plans, in the event that negotiations with the Town do not work out.

At this time, the Trustees are simply asking if you would be open to a conversation about providing police services to the city of Essex Junction if the Town of Essex does not?

Here is some of the information to consider:

- The Village of Essex Junction is 4.6 square miles, with a population of approximately 11,000, and a grand list of \$11M.
- The city would be seeking full law enforcement coverage – 24 hours a day, 365 days a year.
- Coverage should include dispatch, patrol, investigations, and animal control.
- The Village has its own fire department.
- The Village utilizes Essex Rescue for emergency medical care.
- In FY22, the Village is contributing \$2.1M for police services (as listed above).
- Police services for the city could begin as early as July 1, 2024.

An Official **Vermont** Government Website



COVID-19: RESOURCES FOR TAXPAYERS

Understanding Local Option Tax

What is Local Option Tax?

Local option tax is a way for municipalities in Vermont to raise additional revenue. A municipality may vote to levy the following 1% local option taxes in addition to state business taxes:

Local Option Sales Tax

6% sales tax + 1% = 7% total tax

Local Option Meals Tax

9% meals tax + 1% = 10% total tax

Local Option Alcoholic Beverages Tax

10% alcohol tax + 1% = 11% total tax

Agency of Administration

Department of Taxes

MENU

Please note: Local option tax does not apply to the sale or rental of motor vehicles which are subject to the motor vehicle purchase and use tax.

Calculating and Remitting Local Option Tax

Local option tax is calculated as 1% of the taxable (net) sales for each town.

A transaction is subject to local option tax if it is subject to the Vermont sales, meals, rooms, or alcoholic beverage tax. Local option tax is “destination-based.” In other words, the tax is collected based on the location where the buyer takes possession of the item or where it is delivered.

All vendors, including out of state vendors, authorized to collect taxes in Vermont are required to collect and remit to the Vermont Department of Taxes all applicable local option taxes for sales that occur in participating municipalities. No additional registration with the Department is necessary.

Although local option tax is levied by the municipality, the Department collects and administers the tax. Vendors who collect this tax file and remit it to the Department along with their state taxes, online or by paper form.

- [Form SU-451, Sales and Use Tax Return](#)
- [Form MR-441, Meals and Rooms Tax Return](#)

Be sure to charge, collect, and remit local option tax for applicable purchases in the municipality where the buyer is consuming or taking possession of the item or where the item is being delivered.

Find out which [municipalities levy Local Option Tax](#) or [lookup towns by zip code](#). You can also look up sales tax rates for more than 15,000 taxing jurisdictions across the U.S. for free at [Avalara](#).

Home

COVID-19 Resources

Individuals

Businesses

Forms & Instructions

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File an Extension

Register for A Business Tax Account

Business Center

Industry Guidance

Nonprofits

Exemption Certificates

Tax Credits

Business Entity Income Tax



COVID-19: RESOURCES FOR TAXPAYERS

Participating Municipalities

Local Option Sales Tax

The following municipalities have a 1% local option sales tax:

Municipality	Effective Date
Brandon	Oct. 2016
Brattleboro	July 2019
Burlington	July 2006
Colchester	Oct. 2015
Dover	July 2007
Killington	Oct. 2008 (Rescinded as of 7/1/2018)
Manchester	April 1999
Middlebury	Oct. 2008
Rutland Town	April 2009
St. Albans City	Oct. 2020
St. Albans Town	July 2014
South Burlington	Oct. 2007
Stratton	July 2004

Municipality	Effective Date
Williston	July 2003
Wilmington	July 2012
Winhall	July 2010
Winooski	July 2019

Find towns with local option tax [listed by zip code](#) or look up sales tax rates for more than 15,000 taxing jurisdictions across the U.S. at [Avalara](#) for free.

Local Option Meals and Rooms Tax, & Alcoholic Beverages Tax

The following municipalities have a 1% local option meals, alcoholic beverages, and rooms tax:

Municipality	Effective Date
Brandon	Oct. 2016
Brattleboro	April 2007
City of Barre	Oct. 2018
Colchester	Oct. 2015
Dover	July 2007
Hartford ¹	Oct. 2017
Killington	Oct. 2008
Manchester	April 2008
Middlebury	Oct. 2008
Montpelier	Oct. 2016
Rutland Town	April 2009
St. Albans City	Oct. 2020

Municipality	Effective Date
St. Albans Town	July 2014
South Burlington	Oct. 2007
Stowe	July 2006
Stratton	July 2004
Williston	July 2003
Wilmington	July 2012
Winhall	July 2010
Winooski	July 2019
Woodstock	July 2015

¹The Town of Hartford includes Quechee, White River Junction, West Hartford, and Wilder

Local Option Rooms Tax

The following municipality has a 1% local option rooms tax:

Municipality	Effective Date
Elmore	July 2021 (Effective beginning 7/1/2021)

Please note: The City of Burlington and the City of Rutland administer and collect their own local meals, entertainment, lodging, or alcoholic beverage taxes. If you have a business in Burlington or Rutland City, please contact the appropriate city for information on how to pay and remit the tax.

Contact the City of Burlington:

(802) 865-7000

Contact the City of Rutland:

(802) 773-1800

Local Option Taxes

Shall the town vote to assess a one percent (1%) tax on [insert any one, two, or all three of the following: 1) "sales;" 2) "meals and alcoholic beverages;" and/or "rooms"] pursuant to 24 V.S.A. § 138(b)?

Note: Only the selectboard, by majority vote, has the authority to place this article on the town meeting warning. A local option tax may only be adopted by a municipality in which "the education property tax rate in 1997 was less than \$1.10 per \$100.00 of equalized education property value; or the equalized grand list value of personal property, business machinery, inventory, and equipment is at least ten percent of the equalized education grand list as reported in the 1998 Annual Report of the Division of Property Valuation and Review; or the combined education tax rate of the municipality will increase by 20 percent or more in fiscal year 1999 or in fiscal year 2000 over the rate of the combined education property tax in the previous fiscal year." 24 V.S.A. § 138(a)(3). Military Personnel penalty and interest exemption*

Shall the town vote to exempt the payment of any penalty, fee, or interest relative to the failure to make timely payment of taxes upon the principal residences of individuals who have been VLCT Model Policy December 2020 12 called to full-time active duty by the President of the United States as a result of a military conflict in an area designated a combat zone by the President of the United States, for the time such member is on active duty and for 180 days thereafter, provided that said individuals provide a copy of their military orders or other appropriate documentation to the municipal clerk, pursuant to 32 V.S.A. § 4609?

Retail Cannabis (S.54, Act 164)

(Adds 7 V.S.A. chapters 31, 33, 35, 37, 207; repeals 7 V.S.A. §§ 841 – 843; amends 32 V.S.A. § 3102(d)(3); amends 32 V.S.A. § 9701(31); adds 32 V.S.A. § 9741(53); adds 32 V.S.A. § 9706(mm); amends 32 V.S.A. § 9202(10); adds 32 V.S.A. § 9201(n); amends 32 V.S.A. § 5811; adds 20 V.S.A. § 2358(f); amends 23 V.S.A. § 2100; amends 23 V.S.A. §§ 1201 – 1204; amends 6 V.S.A. §567; amends 18 V.S.A. §§ 43030, 4230a; creates session law)

With the passage of S.54, Vermont became the eleventh state in the United States to permit the retail sale of cannabis. The bill, which was allowed to become law on October 7 without the governor's signature, is a 108-page piece of legislation that outlines how Vermont will implement a retail cannabis marketplace. Following are those aspects of the legislation that impact our towns, cities and villages.

Consumption of cannabis in public places. The current prohibition against consuming cannabis in public places remains.

Cannabis Control Board. The new Cannabis Control Board consists of seven members: three from the Executive Branch, two members from the House of Representatives and two members from the Senate, meaning there is no municipal representation. The board is responsible for safely and equitably implementing and administering the laws enabling access to cannabis by adults in Vermont. The board will promulgate rules to implement S.54; administer the state licensure programs for cannabis establishments, including compliance and enforcement; administer the state medical cannabis program; and submit an annual budget to the governor. It will also appoint a full-time executive director who must be an attorney with experience in legislative or regulatory matters. The executive director will assist the board and supervise and administer the operation and implementation of S.54.

Cannabis Control Board Advisory Committee. S.54 creates an advisory board that has no set job description but appears to be a resource for the Cannabis Control Board. The advisory board comprises a wide variety of members from various backgrounds and interest groups. The state treasurer is responsible for appointing “one member with an expertise in municipal issues.” This individual is the only voice for municipal government within the Cannabis Control Board structure and his or her role is purely advisory, which provides no guarantee that the concerns of municipalities will be adequately addressed.

State administration of local fees. The State Cannabis Control Board will set state and local license fees, which will be adopted by the legislature. Municipalities that host a cannabis establishment will receive a fee paid to the state by applicants when an applicant applies for a yearly license. When the Cannabis Control Board establishes local fees, its recommendations “shall be accompanied by information justifying the recommended rate.” Local fees are designed “to help defray the costs incurred by municipalities in which cannabis establishments are located.” Given the disparate municipal needs across the state, it is unclear how the board will quantify costs incurred by municipalities to determine local license fees.

As far as VLCT can ascertain, S.54 is the first time the state has assumed the responsibility of collecting local license fees, distributing those fees back to municipalities, and then charging municipalities for this “service.” Municipalities generally set, collect, and administer their own license fees, and when the state *does* administer a local license fee – such as a local liquor license – it does not bill the municipalities. Municipalities will not know what the local license fees will be or what the state will charge for its “service” until the board presents the fees to the legislature by, no fooling, April 1, 2021.

Local licensing and regulatory authority. Municipalities that host cannabis establishments may create a local cannabis control commission. This commission (for example, a selectboard or city council) must administer the rules furnished to them by the Cannabis Control Board. No additional local standards will be allowed beyond signage and nuisance ordinances and very specific zoning provisions of 24 V.S.A. § 4414. It should be noted that local governments may already regulate signage, nuisances, and 24 V.S.A. § 4414. Therefore this provision is meaningless and adds no new authority to towns. Rather, it restricts the local regulatory authority a town may use that currently exists under state and local laws. Local governments are forbidden from adopting local ordinances to regulate the time, place, and manner of cannabis operations as part of local licenses and permits. These licenses will be perfunctory, and cannabis control commissions are designed to be the “rubber-stamping” approval entity of local licenses from municipalities.

Prohibiting municipalities from regulating cannabis establishments via municipal ordinance is a departure from the authority municipalities were given to regulate medical cannabis dispensaries pursuant to 18 V.S.A. § 4471l. Municipalities will have to wait for the Cannabis Control Board to present the rules for cannabis establishments to the legislature by next April. These rules – which would address licensing criteria, land use and environmental laws and advertising regulations at the state and local level – will affect current zoning bylaws. How will those locally adopted bylaws be affected by state regulations? What

adjustments to zoning bylaws will municipalities need to consider to align with state cannabis regulations and community needs, adherence to the town plans, and local economic development goals?

Voter approval of cannabis operations. Local voters will only have a little say about whether to allow a retail establishment in their communities. To allow retail sales in their community, they must opt in, however they have no voice in whether growers, manufacturers, laboratories, or processors are allowed. Some communities that currently have medical cannabis dispensaries will also be able to vote on integrated licenses in addition to retail establishments. An integrated license allows a licensee to engage in cultivation, wholesale, manufacturing, retail, and testing and are only available to applicants that hold a dispensary registration. Only five integrated licenses are permitted in the state and each one is for a registered dispensary already established here.

Local voters must vote by Australian ballot at an annual or special meeting to permit the operation of a retail establishment. This provision of S.54 took effect upon passage, and municipalities may now hold local votes if they wish. Municipalities that vote to allow retail operations or permit integrated licenses may rescind that vote at a subsequent annual or special meeting, but all licensed cannabis retailers or integrated licenses that are operating at the time of the subsequent vote will be grandfathered in.

Taxing authority. S.54 does not provide any cannabis-specific taxing authority to municipalities. The state will keep and control all tax revenue which includes a stand-alone 14-percent cannabis excise tax and the six-percent sales and use tax. No tax revenue will go to municipalities except for the 16 towns and cities that have a one-percent local sales tax. Those municipalities will receive tax revenue *if* they host retail establishments and the customary 70/30 split of local option tax revenues applies. A municipality may vote to enact a local option sales tax on all sales in the municipality – and may want to if it is hosting retail cannabis establishments and has constituents who shop online. Online shopping local option sales tax is applied in the community in which the item is delivered. Of course, once the voters adopt a local option sales tax, that option needs to be approved first by the House Ways and Means Committee, followed by then the entire legislature.

The timeline for fully implementing the retail market is ambitious, as shown in the [Government Operations Committee Conference Report from September 15](#).

Australian Ballot for Municipal Meetings in 2021 (S.354, Act 162)

(creates session law)

The legislature passed S.354 to allow for Australian ballot voting for all any or all municipal meetings in 2021 by vote of a legislative body. The legislation allows municipalities that normally vote from the floor on Town Meeting Day to instead use the Australian ballot during the COVID-19 public health emergency. Under current law, only a vote of a municipality's voters may allow the switch to an Australian ballot system. S.354 will temporarily allow the legislative body to make that decision. Municipalities whose meeting locations don't allow for social distancing may find the switch to an Australian ballot system helpful during the ongoing pandemic. Although the legislation mainly addresses next year's town meeting, it allows all annual or special meetings to be conducted via Australian ballot for all of 2021.

S.354 also lifts the requirement that a person needs to collect voter signatures to have his or her name placed on a ballot as a candidate for a local election held at a 2021 municipal meeting.

The legislation took effect when the governor signed it on October 5.



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POLITICS

Burlington, Brattleboro, Montpelier and other municipalities approve pot shops

By **Xander Landen**

Mar 2 2021

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SIGN UP



A “yes” sign reflects in the window of Brattleboro’s Vermont Hempicurean, which is supporting local cannabis sales. Photo by Kevin O’Connor/VTDigger

Updated March 3, 2021, at 11:28 a.m.

Voters in Burlington, Brattleboro, Montpelier, Winooski and at least 15 other Vermont municipalities voted Tuesday to approve retail marijuana sales on Town Meeting Day.

Bennington, Middlebury, Vergennes, Randolph, Waterbury, Berlin, Danby, Danville, Salisbury, Brownington, Waitsfield, Brandon, Pawlet, Barton, Sutton, Burke Duxbury, Strafford and Windsor also voted to allow local cannabis businesses, clearing the way for marijuana shops to open up as soon as October 2022.

RELATED STORIES

- [50 Vermont communities set for spring town meetings or votes](#)
- [Town Meeting Day 2021: Voter turnout rose, but concerns about participation](#)
- [Only three school budgets fail on Town Meeting Day](#)
- [Three school districts OK Act 46 divorces on Town Meeting Day](#)
- [Six of eight Northeast Kingdom towns approve retail pot shops](#)

Voters in at least 27 Vermont towns and cities were asked on Town Meeting Day whether they want to permit local cannabis sales. Legislation to establish a legal marketplace for marijuana became law last fall — two years after the state legalized limited possession and cultivation of the drug.

A handful of towns rejected the ballot item. Lyndon, Newport and Richmond said no to marijuana sales within their borders on Tuesday.

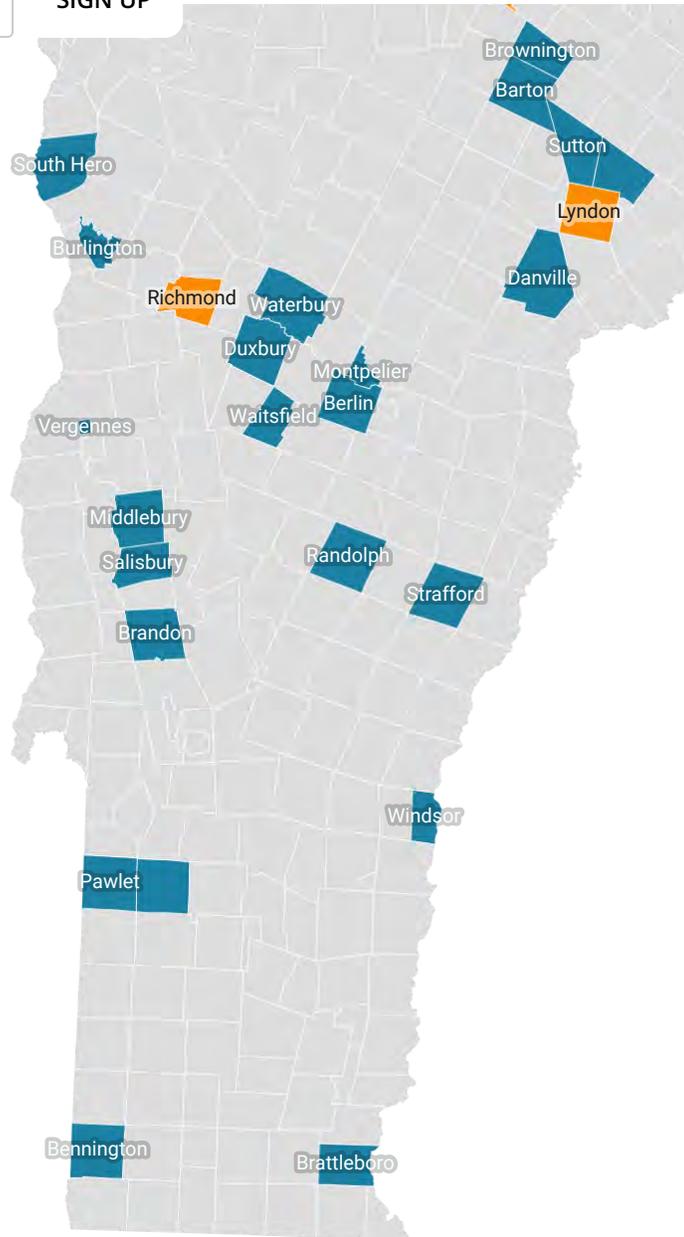
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Under state statute, cannabis retailers and growers can only set up shop if voters grant approval at the local level.

Dave Silberman, Addison County’s high bailiff and an attorney who lobbied for statewide marijuana legalization, praised the town’s vote Tuesday evening. Middlebury voters approved the ballot item 951-564.

“Townspople understand that cannabis is already being sold illegally in Middlebury today, and voiced their clear nference that those sales be brought out of the shadows and conducted in a manner that draws both

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“I don’t know how to gauge the reaction throughout Vermont and it’ll be interesting to see,” Scott said.

Under the law, locally approved Vermont pot shops could open as early as October 2022. Existing medical dispensaries can get licenses to offer retail sales to the public in May 2022.

Marijuana will be taxed at a combined 20% rate — a 14% excise tax plus a 6% sales tax. Last year, Vermont’s Joint Fiscal Office [estimated](#) that marijuana sales could bring nearly \$20 million in annual state revenue after three years.

However, it’s possible the rollout of Vermont’s marijuana market will be delayed.

The governor is weeks [behind schedule](#) in appointing the Cannabis Control Board, the body that will regulate the nascent marijuana industry. Board members were supposed to be confirmed by the Vermont Senate by Jan. 15 and were slated to make recommendations to the Legislature in April on several matters, including the annual budget, environmental and land use requirements for cannabis establishments, and proposed cannabis fees.

Rep. Sarah Copeland Hanzas, D-Bradford, chair of the House Government Operations Committee, has said if the board can’t deliver recommendations before the Legislature adjourns in May, the rollout could be pushed back eight to 12 months.

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VLCT Recommended Town Meeting Language

Opt-in (allow) cannabis retailers or integrated licensee establishments

If the town wants to authorize all legal methods of the sale of cannabis to the public, it should vote on the following:

Shall the town authorize cannabis retailers and integrated licensees in town pursuant to 7 V.S.A. § 863?

OR If the town only wants to authorize only “cannabis retailers” or “integrated licensees” or vote on them separately for any reason, it should use one or both of the following:

Shall the town authorize cannabis retailers in town pursuant to 7 V.S.A. § 863?

Shall the town authorize integrated licensees in town pursuant to 7 V.S.A. § 863?

Note: Towns may vote by Australian ballot to allow “cannabis retailers,” “integrated licensees,” or both to operate within the town. “Cannabis retailer” means a person licensed by the state Board to sell cannabis and cannabis products to adults 21 years of age and older for off-site consumption. “Integrated licensee” means a person licensed by the state Cannabis Control Board to engage in the activities of a cultivator, wholesaler, product manufacturer, retailer, and testing laboratory in accordance with state law.



Essex Junction Independence Frequently Asked Questions

Questions about forming a city

Is there a precedent for what the Village is trying to do? Can a village even legally separate from a town?

Yes - to both questions.

There are 9 cities in Vermont, most of which were formerly incorporated villages. In the last century, 3 cities were approved by the Legislature. Newport separated from the Town of Newport in 1918. Winooski separated from the Town of Colchester in 1922. South Burlington initially became a town in 1864, when the Village of Burlington separated from the Town of Burlington; the Village of Burlington became a city, and the Town of South Burlington was born. South Burlington became a city in 1974. You can read more about this at the Secretary of State's [website](#).

Why do we have to become a city? Why can't we remain the Village of Essex Junction? Could we become a town?

In Vermont, villages do not exist outside of towns. If a village separates from its parent town, it becomes a city. In Vermont, there is no other option but to become a city if we vote to separate from the Town of Essex.

Here is a [list](#) of all the current and former villages in Vermont. Many villages became unincorporated (or “dissolved”) and were absorbed into their parent towns. The villages that separated became cities.

Does the Village of Essex Junction government have the expertise and resources to become a city?

Yes. The Village has been operating as a full service, self-governing, and self-sustaining municipality since 1893.

Right now, the Essex Junction government owns and operates all the public works utilities, service equipment, water and sewer lines, and pumping stations within the Village. It owns and maintains all the streets, sidewalks, bridges, parks, walking paths, and other public infrastructure within the Village.

If it's not from us, it's not official.





Essex Junction Independence Frequently Asked Questions

The Essex Junction government presently has full authority over its own ordinances, building and zoning regulations, municipal planning, community and economic development, engineering and legal services, and capital expenditures. It has its own seat on the governing boards of the regional planning commission, solid waste district, and water district. It procures its own bonds and interfaces directly with state and federal agencies. It owns and operates the administrative offices at Lincoln Hall, the Essex Junction Fire Department, the Essex Junction Wastewater Treatment Plant, the Brownell Library, Essex Junction Recreation and Parks, and the Senior Center. The Essex Junction community elects its own representatives to the Vermont Legislature.

The only major service the Town of Essex provides within the Village of Essex Junction is the Essex Police Department, which is why the Trustees and the Town Selectboard have tentatively agreed to negotiate a contract for continuing Town police service within Essex Junction after separation.

The only hurdles for becoming a city are (1) voter approval and (2) legislative approval at the state level and its related political challenges (see the question about what happens after we vote on the charter). There are no financial, operational, or technical barriers preventing Essex Junction's transition from village to city.

If we became a city, how would we compare with other Vermont cities?

The City of Essex Junction would have about 11,000 people living within 4 square miles, with a total estimated budget of about \$9.5 million. It would be Vermont's fourth largest city by population after Burlington, Rutland, and South Burlington.

By comparison, the City of Barre has about 8,500 people within 4 square miles with an FY22 budget of \$12.8 million. The City of Montpelier has about 7,300 people in 10 square miles with an FY22 budget of \$14.4 million. The City of St. Albans has about 6,900 people in 2 square miles with an FY22 budget of \$9 million. The City of Winooski has about 7,300 people in 1.5 square miles with an FY22 budget of \$8 million.





Essex Junction Independence Frequently Asked Questions

The Village's present budget is \$5.6 million. If the new city budget is \$9.5 million, won't that require a large tax increase for Essex Junction taxpayers?

No. The money Essex Junction property owners save by no longer paying taxes to the Town of Essex will offset the cost of a new city budget and may even result in a net tax savings.

Essex Junction property owners will pay \$3.7 million in taxes this year to support the Village's \$5.6 million budget, and they will pay \$6.1 million to the Town of Essex to help pay the Town's \$15.9 million budget. Exact numbers can't be known at this time but the total \$9.8 million paid out by Essex Junction taxpayers for municipal services this year exceeds the estimates of the new City of Essex Junction budget. It's important to note that the Village and the Town, like most municipal governments, acquire revenue from a variety of sources other than property taxes, such as grants and fees. The new City of Essex Junction will probably not require \$9.5 million in property taxes to fund a \$9.5 million budget.

Questions about the charter and the process of separation

When do we vote on separation? Is it in person at the polls or will we vote by mail?

The vote will be Tuesday, November 2nd, 2021 at Essex High School. Currently municipalities may not use mail-in ballots for special elections, only general elections like Town Meeting. The Trustees are exploring whether the separation vote can be held by mail-in ballot. However, because Vermont allows absentee ballots to be cast with no reason required, voters can cast their absentee ballots via mail in the weeks leading up to the vote, following the regular procedures for absentee voting.

What happens after we vote on the charter?

All municipal charters must be approved by the Vermont Legislature and the Governor. A passing vote by Village residents will kick off a [state-level process](#) that has many steps.

Here is a summary of the steps that will follow a positive vote by the Village:

1. The voter-approved charter is submitted by Essex Junction's state representatives to the House Government Operations Committee (HGO).





Essex Junction Independence Frequently Asked Questions

2. HGO will take testimony on the charter, consider/debate it, and decide whether to approve or reject it. They can also make changes to the charter itself. The charter will also be vetted by Legislative Council (the attorneys who serve the Legislature) and they will provide commentary and flag any issues.
3. If HGO approves the charter, it then goes to Senate Government Operations (SGO).
4. SGO can take testimony on the charter, consider/debate it, and decide whether to approve or reject it. They can also make changes to the charter itself.
5. Because separation would impact the taxation of both municipalities, the charter will most likely also go before the House Ways & Means Committee and Senate Finance Committee. These are the two legislative committees responsible for taxation. They would also have the ability to make changes to the charter or reject it.
6. If SGO makes changes to the charter, it must go back to HGO again for their approval.
7. After both HGO and SGO have approved the charter, it then goes to the full House for approval.
8. If the House approves the charter, then it goes to the full Senate for approval.
9. If both the House and Senate approve the charter, then it goes to the Governor for approval. The Governor can veto the charter.
10. If the Governor approves the charter, then it goes into effect and the City of Essex Junction would be created according to the charter's terms.

The charter can be revised by any of the state legislative bodies that touch it. It can be rejected by a committee and sent back to the Trustees for any number of reasons. Delays could prevent it from being considered for a few weeks or months, a year, or even until the next legislative session. Even if it clears both the House and the Senate, the charter could be vetoed by the Governor.

The reason the Legislature and the Governor have so much influence in this process is because Vermont is a "[Dillon's Rule](#)" state. This means that all Vermont municipalities are instruments of the state and cannot make certain decisions on their own without legislative approval.

Citizen advocacy by those in favor of separation at the local and state level is likely to be an important factor in its success or failure. The Town Selectboard may oppose separation and seek to prevent Essex Junction from becoming a city that would no longer pay taxes to the Town. The Legislature may give the Selectboard an opportunity to testify and explain any



Essex Junction Independence Frequently Asked Questions

opposition or objections they have. The Selectboard could also initiate legal challenges to separation on their own or be petitioned to do so by Town citizens.

Village residents are able to reach out to legislators and committees to share their support of the charter's passage. There will be opportunities to testify in support of the charter. High turnout at legislative meetings and frequent communication with the Legislature will have impact.

However, there are also citizens in the Village and the rest of the Town of Essex who do not want to separate. They have the same opportunities for advocacy that people who want the charter to pass have. The Town Selectboard and the Vermont Legislature will be lobbied heavily by people who do not want the Village to separate.

A charter change initiative for transitioning from village to city has many hurdles to overcome. Residents should not feel assured of success if the November vote passes. That is simply the first step in the next part of the process. However, this is an opportunity for Village residents to

strongly advocate for our community's future and come together in large numbers to achieve success by positively and clearly telling the Legislature that they want the charter to pass.

Does the Town have to also vote on separation? Can the Town stop us from separating?

The November 2021 vote will be for Village of Essex Junction residents only.

As mentioned above, the Town Selectboard and citizens advocating against separation could potentially influence the legislative process against passing the charter.

There is precedent in Vermont that a village can vote by itself to separate from its parent town. There are other instances when a village and a town both voted and separation was defeated. You can learn more about this at the Secretary of State's [website](#).

I have been hearing about breaking us up into voting districts--is that part of separation? What happens to our Trustee and Selectboard representation post-separation?

If the Village separates from the Town, the Town Selectboard would no longer represent the Village in any way. The City of Essex Junction would have a city council. The councilors would be elected at-large.



Essex Junction Independence Frequently Asked Questions

After separation the Town Selectboard would represent only the residents of the Town, within the new borders that would be established by the separation of the Village. Former residents of the Village within the Town would now solely be residents of the City of Essex Junction. They would no longer be Town residents and would no longer be allowed to serve on the Selectboard.

The Village Trustees recently decided that the new city council would be elected at-large. This means that all city councilors would be elected by all residents of the City of Essex Junction, and all city councilors would represent the entire City. This is how Village Trustees are currently elected. There would be no voting wards. However, at any time in the future the City Council could decide to create voting wards.

Questions about municipal services

Would I still be able to use the Essex Free Library if we separate?

Yes. Like all Vermont public libraries, anyone can go to the Essex Free Library as well as the Brownell Library. As for borrowing books, both libraries are members of the Chittenden County homecard system, which allows library card holders at 27 different libraries to borrow books from each other's libraries. Here is a [list of all the libraries in the homecard system](#).

Will we be able to have the same access to Indian Brook we have now? What about Saxon Hill and other Town parks?

Currently all Town [parks](#) except Indian Brook Park have open access. Anyone can use them, regardless of where they live. This is also true of all Village parks.

Indian Brook Park [currently sells season passes](#) that are only available for Town residents. New in 2021, non-Town residents can purchase day passes, which would provide future City of Essex Junction residents access to the park. However, given our history and the financial support of the park by Village residents, the Village Trustees and Town Selectboard will be discussing how to handle access to Indian Brook Park by Village residents after separation, as well as parks and recreation services in general. We will update this answer once there is a decision regarding this topic.





Essex Junction Independence Frequently Asked Questions

What will happen to the Senior Center and the Senior Van? Will there be changes?

Currently the Village and Town provide senior services jointly. The [Senior Center](#) is housed in the Village Offices at 2 Lincoln Street. The Town provides the [Senior Van](#) service. The Village and Town share the cost of Senior Center staff. Keep in mind that Village taxpayers pay for 42% of the cost of this service. Town residents have a lower membership fee than non-residents.

The Village Trustees and Town Selectboard will be discussing how to handle senior services after separation. We will update this answer once there is a decision regarding this topic.

What's the plan for the police?

Currently, there is general agreement between the Village Trustees and Town Selectboard that after separation both municipalities will share the services of the [Essex Police Department](#) so that there is no change in how residents are served. The police department has stated they

recognize and appreciate their commitment to the Village and are committed to serving both the Village and the Town.

Both boards will be discussing how to handle the cost of police services after separation. We will update this answer once there is a decision regarding this topic.

What new services would the Village have to start offering that the Town usually provides?

There are a few administrative services that the Town provides for the Village that the Village would have to take on after separation.

New services that the Village currently does not provide for itself include offering animal licenses, marriage licenses, and the office of Health Officer. In addition, the new governing board of the City of Essex Junction would also serve as its own Liquor Control Board to grant liquor licenses and would adjudicate dog bite cases.

Village taxpayers currently pay for the services of the Town assessor. The Village Trustees are currently discussing with the Town Selectboard whether to continue sharing that service after separation, or to hire or contract out the services of an assessor.



Essex Junction Independence Frequently Asked Questions

What will happen to the Wastewater Treatment Facility after separation? Will separation affect my sewer or water bill?

Separation will not affect water or sewer bills.

Essex Junction purchases its water from the Champlain Water District, which it resells directly to Village residents and businesses. This will continue after separation. Essex Junction owns and operates the community wastewater/ sewage treatment facility and will continue to do so after separation. The Town of Essex and Town of Williston purchase water treatment service from the Essex Junction facility and will continue to do so after separation. Separation will not affect their rates.

Questions about the school district and school taxes

Will separation affect the school district? Would the school district also have to separate?

Separation will not affect the school district or school operations, and the school district would not have to separate. Essex Junction schools are part of the Essex Westford School District, which functions as an entirely separate municipal operation from the Essex Junction, Town of Essex, and Town of Westford governments.

Questions about municipal taxes

Would I still have to pay taxes to the Town? Would we go back to getting 2 different tax bills?

Village residents will still have to pay some taxes to the Town on a temporary basis in order to fulfill obligations. If the Village separates, residents would receive only one tax bill that would include municipal and education taxes.

Village residents voted to approve the building of the Essex Police Department facility and will have to continue paying off that bond along with Town outside the Village residents. That bond will be paid off in 2033 and then Village residents would no longer have to pay it.



Essex Junction Independence Frequently Asked Questions

If the Village Trustees and the Town Selectboard agree to share some services after separation--like police services--then there would be a financial agreement between the two municipalities and Village residents would pay for their share of those services.

If the Village separates, residents would receive only one tax bill that would include municipal and education taxes, but only for the new City. Any taxes still owed to the Town would be included in your City taxes.

Is it true that Essex Junction depends on Global Foundries for tax revenue and that an independent City of Essex Junction would suffer if Global Foundries closed?

No. Essex Junction and the Town of Essex no longer rely heavily on Global Foundries (formerly IBM) for tax revenue.

Prior to 2012, IBM's assessed property tax value was significantly reduced and its tax subsidy to the Village and Town was phased out. Global Foundries currently comprises about 8% of Essex Junction's Grand List (total taxable property), but if the plant were to be sold or cease operations, the industrial park would retain most of its assessed value and the owner would still be required to pay Essex Junction property taxes.



Essex Junction Independence Frequently Asked Questions for Businesses

What will happen to my business property taxes if Essex Junction becomes a city?

They will decrease slightly or remain about the same. No large increases are expected.

Right now, the commercial property tax rate in Essex Junction is significantly higher than in the Town of Essex outside of Essex Junction. This is because owners of commercial properties in Essex Junction currently pay taxes to the Essex Junction government *and* the Town of Essex government. After separation, Village businesses will pay taxes only to the Essex Junction government. The Town of Essex will stop taxing properties in Essex Junction.

The new Essex Junction city government will need to increase some expenditures to replace administrative and clerical services once provided by the Town of Essex. But this increase will be offset by the overall tax decrease from no longer paying taxes to the Town. The exact difference between increase and decrease can't be calculated at this time, but the net effect is projected to be a tax savings for Village commercial property owners.

I don't own a building but I rent space. What will happen to my rent?

No changes are expected. Changing Essex Junction's legal status from an incorporated village to an incorporated city will have no direct impact on commercial or residential rents.

Can I expect the same level of fire and police services?

Yes. The Essex Junction Fire Department will continue operating as usual, and the current mutual aid agreement with the Town of Essex Fire Department will remain in place. Currently the Town of Essex pays the full cost of Essex Rescue services for the entire Town including the Village. The new city would have to pay for those services on its own.

The Essex Junction Trustees and Town of Essex Selectboard have agreed to negotiate a contract to continue providing Essex Police services inside Essex Junction. Both sides are motivated to reach an agreement because of the considerable cost savings from a shared police department and because the Town of Essex police facility is located in Essex Junction.



Essex Junction Independence Frequently Asked Questions

Will I have to pay more for water/sewer?

No. Essex Junction's water/sewer services are financed and regulated separately from other municipal services such as fire, police, and street maintenance. Water/sewer bills are based on wholesale water charges from the Champlain Water District and the operating costs of the Essex Junction water treatment plant. None of this will be affected by changing Essex Junction's legal status from village to city.

Will separation change parking regulations? Is the Village going to add parking meters anywhere?

No and maybe. Essex Junction already has full legal authority over parking regulations within the Village's boundaries. Separation won't change this. The Essex Junction Trustees and staff could install parking meters in the Village downtown right now to prevent illegal long-term parking and free up more space. So far they have chosen not to do so but may reconsider the question if parking conditions worsen.

What will happen in terms of economic development if separation happens? How would separation affect Village Center growth?

Separation would channel more local resources into economic development and downtown revitalization.

Commercial property owners in Essex Junction currently support the Essex Junction community development office *and* the Town of Essex community development office. The two offices sometimes collaborate on overlapping areas of interest, but each is mainly concerned with promoting business growth in the areas within the jurisdiction of their respective governments. For Essex Junction, this means anywhere within the boundaries of the Village, with a primary focus on the Village downtown, the Pearl Street/Champlain Valley Expo corridor, and the Global Foundries Technology Park. For the Town of Essex, this means anywhere in the Town outside the Village, with a primary focus on the Susie Wilson Road corridor, the New Town Center at Lang Farm, and Saxon Hill.





Essex Junction Independence Frequently Asked Questions

With their tax dollars, Essex Junction commercial property owners also help pay for Essex Junction and Town of Essex capital infrastructure (streets, sidewalks, bridges, stormwater utilities, etc.) that provide the base for business development. However, commercial property owners in the Town of Essex outside Essex Junction only support the community development efforts of the Town outside of the Village, and only support capital infrastructure costs of the Town outside of the Village. They do not support community development or infrastructure improvement in the Village. Both the Essex Junction and Town of Essex governments offer tax incentives for commercial property improvements in the form of tax stabilization. This would not change with separation.

The unequal tax burden Village commercial property taxpayers bear and the unequal allocation of resources has the effect of prioritizing business growth in the Town at the expense of the Village. It is one of the main reasons the Essex Junction Trustees pursued merger to change the status quo relationship of the Village and Town, and is now one of the key reasons they support changing Essex Junction's legal status from village to city.

If Essex Junction becomes a city, commercial property owners in Essex Junction would no longer pay taxes to the Town of Essex. Municipal property taxes collected within Essex Junction would be directed entirely to supporting Essex Junction city services, business development, infrastructure improvement, and downtown revitalization.

I'm concerned that if we separate, Essex Junction will end up like Winooski, with no more space to develop, resulting in a shrinking revenue base. How would the Village deal with that?

Open, undeveloped space isn't necessary for growing a revenue base. Also, Winooski's financial situation is due to its bonded debt and not to its lack of open space.

If open space translated directly to economic growth, most towns across northern New England and New York would be wealthy, and not competing with each other for investment. Businesses seek to locate near population centers, where they can tap into the labor supply and have access to utilities and transportation.

Most Vermont cities and towns today are more concerned with preserving their open space than with developing it for commercial use. Most try to concentrate industrial growth in





Essex Junction Independence Frequently Asked Questions

designated areas—industrial zones—that have already been partially developed, have immediate access to utilities and transportation, concentrate growth away from areas designated as open space, and limit the impacts of development on areas of open space. The Global Foundries Technology Park in Essex Junction is considered Vermont’s premier industrial park, with excellent access to transportation and utilities, including the state’s only water treatment plant licensed for industrial use, and with many acres of available open space to accommodate growth for decades to come. It is set apart from the Village Center and its zoning prevents its expansion.

Essex Junction is one of the state’s leaders in revitalizing its historic downtown, with a focus on high quality, multi-story, mixed use (commercial and residential) buildings providing affordable living space for Chittenden County’s younger workforce. It has achieved these improvements and attracted investors without resorting to bonds or incurring substantial debt.

Since 2000, Essex Junction has gradually shifted its reliance away from IBM (now Global Foundries) to residential and other commercial properties, with a strategy of providing high quality cultural, educational, and recreational facilities, local walkability and connectivity, well maintained infrastructure, and other “quality of life” amenities that people are willing to support with their local tax dollars. Essex Junction is one of a handful of Vermont communities that has seen a steady increase in population of school-age children at a time when others are experiencing declining school populations.

The Essex Junction municipal government has among the highest and most stable tax bases relative to other Vermont communities of its size and, based on recent and past performance, it should see steady, sustainable growth for many years to come.

Will the Crescent Connector still happen if we separate?

Yes. The Crescent Connector—a new road slated for the Village Center that will allow traffic to bypass Five Corners—is an entirely local transportation improvement project supported by the Chittenden County Regional Planning Commission and funded by the Vermont Agency of Transportation. The Town of Essex has no involvement with the project and separation will not affect it.

Is a local option tax part of separation?





Essex Junction Independence Frequently Asked Questions

No. The State allows local communities to levy local sales taxes on goods and services to raise revenue to fund their municipal expenditures. The elected boards of Essex Junction and the Town of Essex have had ongoing discussions about jointly adopting a local option tax and sharing the revenue. Discussions could continue and an agreement could be reached regardless of Essex Junction's separation effort. But there is no direct link between separation and a local option tax.

Would I still have to go to the Town of Essex to get my liquor license if we separate? What if I want to sell cannabis products?

The new City of Essex Junction will take over the responsibility of approving liquor licenses for businesses within the city. State regulations about cannabis products aren't clear at present, but any local municipal oversight of cannabis sales would come under the jurisdiction of the Essex Junction city government.

Would we still use the Town for health inspections or code violations?

The Town of Essex' Health Officer (a statutorily required, appointed position) currently provides health and safety inspections in Essex Junction. This is one of the administrative services it provides in return for the tax revenue it collects from Essex Junction. This position might be one of the services the two governments share as a cost-savings/efficiency measure, after separation. If not, the Essex Junction government would have full authority to appoint its own Health Officer to perform health and safety inspections.

If separation happens, would the approval process for building a new building or adding on to a building change? Will permit requirements change and/or permit fees increase?

No and no. Essex Junction currently has full jurisdiction over all aspects of construction permitting and approval within the Village, including fee structures, building and development codes, and zoning regulations. The Town of Essex has no jurisdiction over any aspect of building, construction, zoning, fees, or permits within the Village boundaries. Separation would not change this, nor would separation require any kind of reorganizing or restructuring of Essex Junction's building/permitting/zoning regulations.



Essex Junction Independence Frequently Asked Questions

What will happen to Village land records if we separate? Would I still have to go to the Town Office for Village land records?

Land records relating to transactions prior to separation would remain in the Town of Essex vault. Land records relating to transactions occurring after separation would be stored in the Essex Junction vault at Lincoln Hall.

Will there be any changes regarding the Chittenden Solid Waste District that would affect my business' use of the Essex dump?

No. Chittenden County residents and businesses may use any CSWD facility.

How will separation impact capital projects like road and water line repairs?

No. Essex Junction currently handles all its own capital spending and this won't change with separation.

Essex Junction funds and manages all of its own capital projects. Essex Junction businesses contribute to these capital expenditures with their property tax dollars. The Town of Essex also taxes Essex Junction businesses to help pay for its capital projects located outside of Essex Junction. However, the Town of Essex provides no financial support for Essex Junction's capital projects.

After separation, the Town of Essex will no longer be allowed to levy taxes inside Essex Junction, and Essex Junction businesses will no longer be taxed by the Town to help pay for capital expenditures outside of Essex Junction. For this reason, Essex Junction businesses could see an overall reduction in their municipal property tax bill after separation.

Would the Village continue to levy an economic development tax (what is referred to as the "penny tax")? If so, what would be done with it to benefit Village businesses?

The Village currently uses the approximately \$120,000 raised by the economic development tax each year to help fund thoughtful growth and sustainable development in the Village Center.



Essex Junction Independence Frequently Asked Questions

Some recent investments include a small parcel at Five Corners which will become a pocket park/greenspace, and free public parking space for 30 vehicles. Essex Junction voters recently approved a 3-year extension of the tax, which will probably extend through the transition from village to city. The tax will sunset after 3 years unless it's re-approved by the voters.

Will the sidewalks in front of my business continue to be plowed?

Yes. The Essex Junction Public Works Department and all of its operating policies and schedules have always been under the jurisdiction of the Essex Junction government and Village Trustees. Transitioning from village to city will not change this.

Would there be any changes to the Green Mountain Transit bus routes or overall service we get from GMT?

No changes are anticipated with separation. Instead of contributing to GMT operations indirectly through its tax payment to the Town of Essex, Essex Junction would contribute to GMT directly. This would not change local GMT service. However, GMT continuously reviews and revises its bus routes to optimize its customer service, so bus routes can always change regardless of Essex Junction's status as a city or village.

If we separate, would the Village maintain its state Village Center Designation and Neighborhood Area Designation? As a developer/business, would I still be able to access the benefits of these programs?

This is unknown. Trustees and Village staff will be meeting with the state's Agency of Commerce & Community Development to learn how separation might affect those designations. This answer will be updated when more is learned.



Chapter 6.11
Public Nuisance

Sections:

6.11.000	Authority
6.11.010	Purpose
6.11.020	Definitions
6.11.030	Disorderly Conduct
6.11.040	Excessive Noise
6.11.050	Public Urination / Defecation
6.11.060	Public Nudity
6.11.070	Soliciting - License Required
6.11.080	Soliciting - Fee and Term
6.11.090	Soliciting - Exemptions
6.11.100	Soliciting - Nonprofit Organizations
6.11.110	Soliciting - Surrendering of License
6.11.120	Soliciting – Violations
6.11.130	Begging, loitering, prowling
6.11.140	Aggressive panhandling prohibited
6.11.150	Defacing Buildings, Structures and signs
6.11.160	Alcohol
6.11.170	Open Fires
6.11.180	Fireworks
6.11.190	Enforcement
6.11.200	Violations – Penalties
6.11.210	Severability

6.11.000 Authority.

- A. This ordinance is enacted pursuant to 24 VSA, Section 2291 (14, 15) It shall constitute a civil ordinance within the meaning of 24 VSA, Chapter 59.

6.11.010 Purpose.

- A. The purpose of this ordinance is to preserve the public health, safety and welfare by prohibiting general nuisance behavior, which is unreasonable or unsuitable for a particular time and place. Such behavior is detrimental to the peace and good order of the community. Typically, nuisance behavior disrupts the public peace and affects the quality of life within the Community of Essex Jct.

6.11.020 Definitions.

- A. **Aggressive manner** shall mean any of the following:

- a. Approaching or speaking to a person, or following a person before, during or after soliciting if that conduct is intended or is likely to cause a reasonable person to fear bodily harm to oneself or to another or damage to or loss of property or otherwise be intimidated into giving money or other thing of value;
- b. Continuing to solicit from a person or continuing to engage that person after the person has given a negative response to such soliciting;
- c. Intentionally or recklessly touching or causing physical contact with another person or that person's property without that person's consent in the course of soliciting;
- d. Intentionally or recklessly blocking or interfering with the safe or free passage of a pedestrian or vehicle by any means, including unreasonably causing a pedestrian or vehicle operator to take evasive action to avoid physical contact;
- e. Using violent, obscene or threatening gestures toward a person solicited;
- f. Following the person being solicited, with the intent of asking that person for money or other things of value;
- g. Speaking in a volume unreasonably loud under the circumstances;
- h. Soliciting from anyone who is waiting in line.

- B. **Average sound level**: A sound level during a given period of time found by the general rule of combination of sound levels. Also called equivalent sound level.
- C. **Decibel (dB)**: means a unit for measuring the volume of a sound, equal to 20 times the logarithm to the base 10 of the ratio of the pressure of the sound measured to the reference pressure, which is 20 micropascals (20 micronewtons per square meter).
- D. **Fireworks**: shall mean any combustible or explosive composition, or any substance or combination of substances, or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation, including blank cartridges, toy pistols, toy cannons, toy canes, or toy guns in which explosives are used, balloons that are propelled by explosives, firecrackers, torpedoes, sky rockets, Roman candles, cherry bombs, or other fireworks of like construction and any fireworks containing any explosive or flammable compound, or any tablets or other device containing any explosive substance, except sparklers. The term "fireworks" does not include toy pistols, toy canes, toy guns, or other devices in which paper caps containing 0.25 grains or less of explosive compound are used, providing they are so constructed that the hand cannot come in contact with the cap when in place for use, and toy pistol paper caps that contain less than 0.2 grains of explosive mixture. The term "fireworks" does not include fixed ammunition for firearms, or primers for firearms. The term "sparkler" means a sparkling item that is in Criminal Offenses compliance with the United States Consumer Product Safety Commission regulations and is one of the following:
 - a. A hand-held wire or wood sparkler that is less than 14 inches and has no more than 20 grams of pyrotechnic mixture; or

- b. A snake, party popper, glow worm, smoke device, string popper, snapper, or drop pop with no more than 0.25 grains of explosive mixture.

Cross References:
See 20 VSA § 3131

- E. **Food:** shall have its usual and ordinary meaning and shall include all items designed for human consumption, including, but not limited to, candy, coffee, gum, popcorn, hot dogs, sandwiches, peanuts, soft drinks and dairy products.
- F. **Instantaneous maximum sound:** means either a single pressure peak or a single burst (multiple pressure peaks) that has duration of less than one second.
- G. **Merchandise:** shall have its usual and ordinary meaning, including, but not limited to, such items as tools, clothing, furniture, toys, and appliances.
- H. **Mobile ice cream vendor:** means a person, firm or corporation, either as a principal or agent, which engages in the mobile vending of ice cream and/or frozen novelty items for immediate human consumption.
- I. **Mobile vending:** means offering food, merchandise or services for sale to the general public from a vehicle, conveyance, or a nonpermanent structure or place of business.
- J. **Mobile vendor:** means the person, firm or corporation, either as a principal or agent, which engages in mobile vending as defined herein.
- K. **Nudity:** shall mean the showing of the human male or female genitals, pubic area or buttocks with less than a full opaque covering, or the showing of the female breast with less than a fully opaque covering of any portion of the nipple, or the depiction of covered male genitals in a discernibly turgid state.
- L. **Open beverage container:** A container, bottle, can or vessel containing malt or vinous beverages or spirituous liquors, which is opened.
- M. **Plainly audible:** shall mean any sound that can be detected by a person using his or her unaided hearing faculties. The detection of the rhythmic base component of the music is sufficient to constitute a plainly audible sound.
- N. **Premises:** shall mean any building, structure, land, utility or portion thereof, including all appurtenances, and shall also include yards, lots, courts, inner yards and real properties without buildings or improvements, owned or controlled by a person.
- O. **Property line** shall mean that real or imaginary line and its vertical extension which separates real property owned or controlled by any person from contiguous real property owned or controlled by another person. The vertical and horizontal boundaries of a dwelling unit in a multi-dwelling-unit building, condominium, or townhouse complex shall not be considered property lines separating one (1) premises from another.

- P. **Public celebration:** means Independence Day activities or any other time of public celebration designated by the Town such as Memorial Day or such events as sidewalk sales, parades, and street fairs which are officially authorized by the city council.
- Q. **Public Place:** A public place shall mean any bridge, culvert, roadway, street, square, fairground, sidewalk, alley, playground, park, or school property or other place open temporarily or permanently to the public or general circulation of vehicles or pedestrians within the town of Essex.
- R. **Receiving Property:** The location that is receiving the sound in question.
- S. **Sample period:** shall mean 15 minutes of continuous monitoring.
- T. **Services:** shall have its usual and ordinary meaning and shall include the performance of any act done for compensation, including, but not limited to the acts of cleaning, repairing, entertaining, delivering, advising, adjusting, moving, insuring, protecting, and/or maintaining.
- U. **Solicitation or Soliciting:** shall mean asking for money or objects of value, selling, offering or exposing for sale, or trading, dealing, or trafficking in any personal property, food, merchandise, or service, either at wholesale or retail, in the city by going from house to house, business to business, or from place to place or by indiscriminately approaching individuals, businesses, or organizations, including sales by sample or for future delivery.
- V. **Solicitor:** means the person, firm or corporation, either as a principal or agent, which engages in solicitation as defined herein.
- W. **Sound measurement standards:** Sound shall be measured in accordance with standards specified by the American National Standards Institute (ANSI)
- X. **Source premises:** shall mean the premises (residential, commercial, industrial, or public) as listed in Table A that is emitting *noise* that is crossing one (1) or more property lines and impacting the receiving property.
- A. **Standard working day:** means the normal work days of regular (Monday through Friday, 8:00 a.m. to 5:00 p.m. except weekends and holidays).
- B. **Unreasonable Noise:** shall mean any excessive or unusually loud sound which either annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of a reasonable person of normal sensibilities.

6.11.030 Disorderly Conduct:

- A. No person shall behave in a rude or disorderly manner or use indecent, profane, or insulting language in a street or public place or near a dwelling or be or remain upon a sidewalk or upon a

doorstep, portico, or other projection from such house or other building, to the annoyance or disturbance of another person.

- B. No person shall make graffiti, indecent figures, letters, words or write indecent or obscene words upon a fence, building, sidewalk, or public place.
- C. No person, shall, by noise, gesture, or other means; wantonly and designedly frighten a horse in a street or other public place.
- D. No person shall throw stones or other missiles in or upon a public street, common, or other ground belonging to the town.

*Cross References. Breach of the Peace,
See, Disorderly Conduct 13 VSA 1026*

6.11.040 Excessive Noise

A. General Prohibition:

- a. It shall be unlawful for any person to make or cause to be made any loud or unreasonable noise. Noise shall be deemed unreasonable when it disturbs, injures it endangers the peace or health of a person or community. Any such noise shall be considered to be a noise disturbance and a public nuisance.

B. Express Prohibitions:

- a. The following acts, which enumerations shall not be deemed to be exclusive, are declared to be noise disturbances:
 - i. Operating or permitting the use or operation of radios, television sets, musical instruments, phonographs and similar devices. The operation or permitting the use or operation of any musical instrument, radio, television, phonograph, or other device for the production or reproduction of sound in such a manner as to be plainly audible through walls between units within the same building, from another property or from the street between the hours of 10:00 p.m. and 7:00 a.m. or in such a manner as to unreasonably disturb the peace, quiet or comfort of the public.
 - ii. The operation or permitting the operation of any radio, stereo or other sound amplification equipment from a motor vehicle that is audible at twenty-five (25) feet from such vehicle. The term "motor vehicle" shall mean any car, truck or motorcycle.
 - iii. Parties and other social events. Notwithstanding section (b)(1), it shall be unlawful for any person who is participating in a party or other social event to actively make unreasonably loud noise. A party or other social event is defined as a gathering upon the premises of one or more persons not residing at the premises. Unreasonably loud noise is noise that unreasonably interferes with the peace or health of members of the public or is plainly audible between the hours of 10:00 p.m. and 7:00 a.m. through the walls between units within the same building, from another property or

from the street. It shall also be unlawful for any resident of a premise to allow a party or other social event occurring in or about the premises to produce unreasonably loud noise. There is a rebuttable presumption that all residents of the premises have allowed such party or other social event to occur in or about the premises. All residents of the premises are responsible for such unreasonable noise made, each having joint and several liability.

- iv. Machinery. The operation or permitting or directing the operation of any power equipment or machinery outdoors between the hours of 9:00 p.m. and 7:00 a.m. except in emergency situations, ex: Construction noise. The excavation, demolition, erection, construction, alteration or repair of any premises or structure between the hours of 9:00 p.m. and 7:00 a.m. except in emergency situations.
- v. Loudspeakers. The use of loudspeakers or other sound amplification equipment upon the public streets for the purpose of commercial advertising or attracting the attention of the public to any building or site.
- vi. The removal of household and commercial trash by authorized commercial trash haulers utilizing mechanized conveyances within 200 feet of a residential property between the hours of 9:00 PM. and 6:00 A.M is prohibited.

Table A: Allowable Noise Levels (in dB) with Time of Day Allowance

	Receiving Premises			
	Residential	Sample Period (15 mins)		Instantaneous Maximum (db)
Source Premises	7am-10pm	10pm-7am	7am-10pm	10pm-7am
Residential	60	55	80	60
Commercial	65	60	80	60
Industrial	80	75	90	70

C. Exemptions:

- a. Noise from the following sources shall be exempt from the prohibitions specified herein:
 - i. All safety signals and warning devices or any other device used to alert persons to any emergency or used during the conduct of emergency work, including, but not limited to, police, fire and rescue vehicle sirens.
 - ii. The repair and maintenance of municipal facilities, services or public utilities when such work must be accomplished outside daytime hours.
 - iii. Snow removal equipment operated within the manufacturer's specifications and in proper operating condition.

- iv. Musical, recreational and athletic events conducted by and on the site of a school or educational institution.
 - v. Events and activities conducted by or permitted by the Village / Town of Essex. Persons operating an event or activity under authority of an entertainment permit, parade/street event permit, solid waste license, or parks special use permit shall comply with all conditions of such permits or licenses with respect to noise control issues.
 - vi. Construction or repair work which must be done to address an emergency health or safety concern and that cannot be accomplished during daytime hours and is not work which includes normal maintenance and repair.
 - vii. Noise associated with standard agricultural operations.
 - viii. The use of firearms when used for hunting in accordance with state Fish and Wildlife laws.
- D. It shall be a violation of this section, 6.11.040 for anyone to create or allow the creation of noise not otherwise specified under General Prohibitions or Expressed Prohibitions, in excess of the sample period (15 continuous minutes) for noise generated on properties being used for other than residential purposes.
- a. Noise measurements shall be made at the property line of the receiving premises.
 - b. Sampling will be conducted with an instrument used by using sound measurement standards. (American National Standards Institute (ANSI))
- E. Notification by property owners of rental housing. Owners of rental housing shall be required to provide a copy of this section to a tenant at the start of the tenancy. However, the failure of an owner to provide a copy of the ordinance shall not be a defense to a violation of this section.

*Cross References. Breach of the Peace; Disturbances.
See Noise in the nighttime 13 VSA 1022;
See Disorderly conduct 13 VSA 1026.*

6.11.050 Public Urination / Defecation

- A. No person shall urinate or defecate on any street, sidewalk, parking lot, recreational path, in a park or other public place.

6.11.060 Public Nudity

- A. No person shall knowingly or intentionally in a public place:

- a. Engage in sexual intercourse;
- b. Appear in a state of nudity;
- c. Fondle his/her genitals;
- d. Fondle the genitals of another person;
- e. Fondle his/her breasts;
- f. Fondle the breasts of another person.

B. No person who owns; leases or controls property shall knowingly allow any person to engage in the conduct described in subsection (A) of this section at any time such property is open to the public.

*Cross References. Obscenity.
See Obscenity 13 VSA 2801 et seq.*

6.11.070 Soliciting - License required

- A. These are special licenses and are required in addition to any other town business license the applicant may hold or may be required to hold.
- B. The holder of a valid general business license may be issued a mobile vendor license for food, services, and merchandise. If the food, service, or merchandise being offered for sale as a mobile vendor is the same as or similar to that offered for sale from the permanent place of business under the general business license. In the case of this exemption, the special license fee shall be waived.
- C. Each individual solicitor or mobile vendor shall obtain a solicitor/mobile vendor license, and shall be required to carry and display the solicitor or mobile vendor license on their person whenever engaged in solicitation or mobile vending.
- D. Application for a solicitor/mobile vendor license must be made at least thirty (30) working days before the license may be issued.
- E. Proof that applicant maintains public liability insurance for personal injury and property damage. Proof shall be in the form of a certificate from an insurance company authorized to do business in this state, with the provision that such insurance shall be non-cancellable except after ten (10) days' notice to the town clerk. Such public liability insurance shall provide coverage of at least one hundred thousand dollars (\$100,000.00) for personal injury to or death of any one or more persons in any one accident, and for damage to property in the amount of at least twenty-five thousand dollars (\$25,000.00) resulting from any one accident.
- F. Liability insurance for bodily injury shall not be required for noncommercial functions or endeavors, provided that the applicant agrees in writing to hold and save the city harmless for any and all liability arising out of such function or endeavor.
- G. The town clerk's office has the authority to issue or deny a solicitor or mobile vendor license. When determining whether a particular individual should be granted a solicitor or mobile vendor license, the town clerk's officer shall consider only the following factors:

- a. Whether the sales method employed by the applicant would tend to harass, annoy, or intimidate members of the community so as to detrimentally affect the health, safety, or welfare of the community, as evidenced by past recommendations and/or complaints from members of the community, comments received from the applicant's references and/or comments received from other individuals familiar with the applicant or the applicant's business; and
 - b. Whether the applicant has been convicted of a felony within the past ten (10) years, or a misdemeanor within the past five (5) years, the nature of which directly relates to the applicant's ability to deal honestly and fairly with the public in a non-threatening and non-intimidating manner; and
 - c. Whether comments received from the applicant's references and/or the applicant's previous employers reflect well on the applicant's honesty, fair dealing, and the integrity of the applicant's past business practices.
 - d. Information on the application shall be forwarded to the proper officials for the purpose of a background check.
- H. The town clerk's office shall design application forms for each license enumerated in the title so as to evaluate each applicant's fitness under the appropriate factors, set forth above. Each applicant shall be required to complete the entire application form and abide by any requests made of the town clerk's office under this chapter. The failure to complete the form and provide all requested information may result in denial of the license. It shall be unlawful for any individual to intentionally provide false information or to intentionally omit requested information on an application for any governed by this chapter.
- I. Mobile ice cream vending may occur during the days of the year which are classified as Daylight Saving Time and Monday through Saturday, not including Sundays, and shall be only allowed between 8:00 a.m. to 8:30 p.m. during the above time and dates.

6.11.080 Soliciting - Fee and term

- A. The fee for a solicitor/mobile vendor license shall be as designated by the Unified Manager.

6.11.090 Soliciting - Exemptions

- A. Newspaper delivery persons are exempt from this chapter.
- B. Owners of vehicles displaying a "for sale" sign on a vehicle, for the sale of that vehicle by its owner, are exempt from this section.
- C. Solicitations or vending in association with a public celebration, which shall include nonprofit groups, are exempt from this section; provided the solicitor or mobile vendor has properly registered with the party or organization sponsoring the public celebration, and provided the solicitor or mobile vendor carries and displays proof of that registration whenever engaging in solicitation or mobile vending.

6.11.100 Soliciting - Nonprofit registration

- A. To engage in the solicitation of money or the sale of any food, service, merchandise, thing or ticket of any kind, where the proceeds of such solicitation or sale are to be used for any educational, religious, patriotic, historical, fraternal, political, charitable or benevolent purpose, or for the relief of any person or persons or of the public generally, a solicitor's or mobile vendor's license is not required, so long as the party or organization is registered under subsection B of this section.
- B. Persons or organizations who qualify under subsection A are required to register with the Village/Town of Essex, Clerk's office with the following information prior to commencing such activities:
 - a. The full name, address and telephone of the group, business or organization;
 - b. Proof of nonprofit status as defined in 11B V.S.A. § 1.28;
 - c. The full name, address and telephone of a contact person for the group, business or organization;
 - d. The purpose of the solicitations to be conducted in the town;
 - e. The description of services, food or merchandise being offered for sale;
 - f. A list of the full names and identification of the persons acting on behalf of the group, business or organization and the dates and times during which they will be soliciting in the town. Two (2) photographs of each solicitor, taken within sixty (60) days immediately prior to the date of the filing of the application, which pictures shall be not less than two (2) inches by two (2) inches showing the head and shoulders of the applicant in a clear and distinguishing manner.
 - g. The license plate and description of the vehicle used in transporting persons who will be soliciting.
- C. The failure to complete the form and provide all requested information may result in denial of the license. It shall be unlawful for any individual to intentionally provide false information or to intentionally omit requested information on an application for any governed by this chapter.
- D. The Village/Town clerk shall issue qualified applicants a nonprofit registration card, which each solicitor and/or mobile vendor must carry and display on their person whenever engaged in solicitation or mobile vending.
- E. Persons acting on behalf of the group, business or organization qualifying under this subsection shall at all times during the solicitations wear identification clearly showing their affiliation with said group or organization.

6.11.110 Soliciting - Surrendering of license

- A. Licensees shall surrender solicitor/mobile vendor licenses to the Village/Town Clerks Office upon their expiration.

6.11.120 Soliciting – Violations

A. Failure to comply with any of the above requirements, or the following, shall be in violation of this chapter:

- a. Parking regulations as contained Chapter 7.20;
- b. Shall not obstruct the passage along any sidewalk, street, alley or parking lot by causing a congregation of people, nor annoy, injure or endanger the safety, health, comfort, or unreasonably disturbs the peace;
- c. Shall not sell on the street side of the vehicle or conveyance;
- d. Shall comply will all clauses and regulations of State of Vermont Department of Health regarding food handling;
- e. Shall not misrepresent facts to the Village/Town license officer or to the public;
- f. Shall not engage in soliciting any time other than the standard work day, as defined herein;
- g. Shall not sell, operate or supply any good or service unless properly licensed by the state and/or county;
- h. Shall not shout, cry out, or use sound making devices (including horns, whistles, bells, loud speakers sound amplification systems);
- i. Shall not physically accost, restrain or otherwise interfere with the free movement of any individual;
- j. Shall not enter upon private property that contains a sign or notice that soliciting is prohibited. Solicitors shall also promptly leave when requested by the owner or resident.
- k. Shall comply with all requirements enumerated in this chapter;

B. Violations will be cause for surrendering of license.

- a. Penalties will be issued in a manner described in 6.11.200 of this chapter

~~6.11.130 Begging, loitering, prowling~~

~~A. No persons shall beg in or on a street, sidewalk or other public place, or lurk, loiter, or prowl about the premises of a resident, or in or about a restaurant, hotel, business or other place, to the inconvenience or disturbance of any person.~~

~~Cross References. Breach of the Peace; Disturbances.~~

~~See, Reckless Endangering another person 13 VSA 1025;~~

~~See, Vagrants 13 VSA 3901-3906.~~

~~See, Highway solicitations 23 VSA 1055.~~

Commented [RGH1]: These ordinances are questionable as to whether they are lawful under the Constitution. They have been challenged by the ACLU.

6.11.140 Aggressive panhandling prohibited.

A. The Village/ Town of Essex finds that aggressive begging, panhandling, or solicitation negatively affects the following significant governmental interests: This law is intended to promote these governmental interests and combat the negative effects of aggressive begging, panhandling or solicitation. It is not intended to limit any persons from exercising their constitutional right to solicit funds, picket, protest or engage in other constitutionally protected activity.

- a. Protection of citizens from physical threats or injury and from damage to property;
- b. Prevention of harassment and intimidation of members of the public;
- c. Prevention of violent crime;
- d. Traffic control and public safety;
- e. Orderly movement of traffic and pedestrians; and
- f. Provision and maintenance of a safe, aesthetically attractive environment in areas designed to attract tourist revenue.

6.11.150 Defacing Buildings, Structures and Signs

- A. No person shall apply or cause to be applied any paint, varnish, lead, crayon, wax, ink, dye or other indelible substance, nor shall any person carve, chisel or write any figure or letter on the exterior or interior walls or on the windows of any building or structure or deface any sign without having authority from the owner or authorized agent.

*Cross References. Trespass and Malicious Injuries to Property.
See, Unlawful Mischief 13 VSA 3701;
See, Interference with devices or signals 23 VSA 1028.*

6.11.160 Alcohol.

Definitions. As used in this section, the following terms shall be defined as follows:

(1) Open beverage container—A container, bottle, can or vessel containing malt or vinous beverages or spirituous liquors, which is opened.

(2) Public place—A public place shall mean any bridge, culvert, roadway, street, square, fairground, sidewalk, alley, playground, park, or school property or other place open temporarily or permanently to the public or general circulation of vehicles or pedestrians within the Village/Town of Essex Junction.

- A. No person shall have constructive or actual possession of an open beverage container in any public place or in any motor vehicle located in a public place.
- B. No person shall consume the contents of an open beverage container in any public place or in any motor vehicle in a public place.
- C. Notwithstanding subsections (1) to (2) hereof, it shall not be unlawful to possess an open beverage container or to consume the contents where permits have been issued by the Town of Essex.
- D. Violations of this section are punishable by the penalties listed below, however the penalty shall be waived upon the successful completion of a restorative or reparative justice program through the Community Justice Center.

*Cross References. Operation of Vehicles,
See, Open Container 23 VSA 1134(a)*

6.11.170 Open Fires

- A. Burning materials other than brush, grass, natural unpainted, unstained, untreated dimension lumber and wood products is not allowed in the Village of Essex Junction or Town of Essex.
- B. Materials such as tires, solid waste, composite materials, treated, painted or stained, pressure treated materials, other like materials and / or trash are specifically prohibited.
- C. Residents wishing to burn brush, grass, natural unpainted, unstained, untreated dimension lumber, wood products shall obtain a permit from the Essex Police Department prior to burning. The times of burning will be allowed by the fire warden or fire chief. *** Applies only to Town residents as the Village residents cannot burn items in section C.***
- D. Individuals with a valid permit responsible for control of the fire at all times preventing its escape from their property. Fires must have 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.
- E. Cooking or outdoor fireplaces are allowed with proper fuels to include charcoal, firewood, liquid propane (LP) or natural gas.
- F. This prohibition shall not include training exercises by the Essex Junction Fire and Essex Town Fire Departments. 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.

*Cross References. Open Fires,
See, 5.09.010-5.09.010*

6.11.180 Fireworks

- A. Except as hereinafter provided it shall be unlawful for any person, firm, co-partnership or corporation to offer for sale, expose for sale, sell at retail or wholesale, possess, use or explode any fireworks; and it shall also be unlawful for any person, firm, co-partnership or corporation to transport fireworks except in interstate commerce.

*Cross References. Internal Security and Public Safety,
See, Fireworks, 20 VSA 3132 et seq.*

6.11.190 Enforcement:

A. This is a civil ordinance and shall be enforced by Enforcement Official in the Vermont Judicial Bureau in accordance with 24 V.S.A. § 1974a et seq. and 1977.

6.11.200 Violations – Penalties:

A. Any person in violation of any provisions of this chapter shall be considered civil violation. If any violation continues, each day shall constitute a new violation. Offenses shall be counted on a calendar year basis.

a. Waiver Fees

An issuing municipal official is authorized to recover a waiver fee, in lieu of a civil penalty, for any person who declines to contest a municipal complaint and pays the following waiver amount for each violation:

First Offense	\$50.00
Second Offense	\$100.00
Third Offense	\$200.00
Fourth and subsequent Offense	\$400.00

- *Fire calls only - fine plus fire department expense up to \$500.00*

b. Civil Penalties

An issuing municipal official is authorized to recover civil penalties in the following amounts for each violation:

First Offense	\$100.00
Second Offense	\$200.00
Third Offense	\$400.00
Fourth and subsequent Offense	\$800.00

- *Fire calls fine plus fire department expense up to \$500.00*

c. Fire Department expenses

- Pumper \$100.00 per hour;
- Tanker \$75.00 per hour;
- Minimum (1) hour pay for each firefighter responding to call.

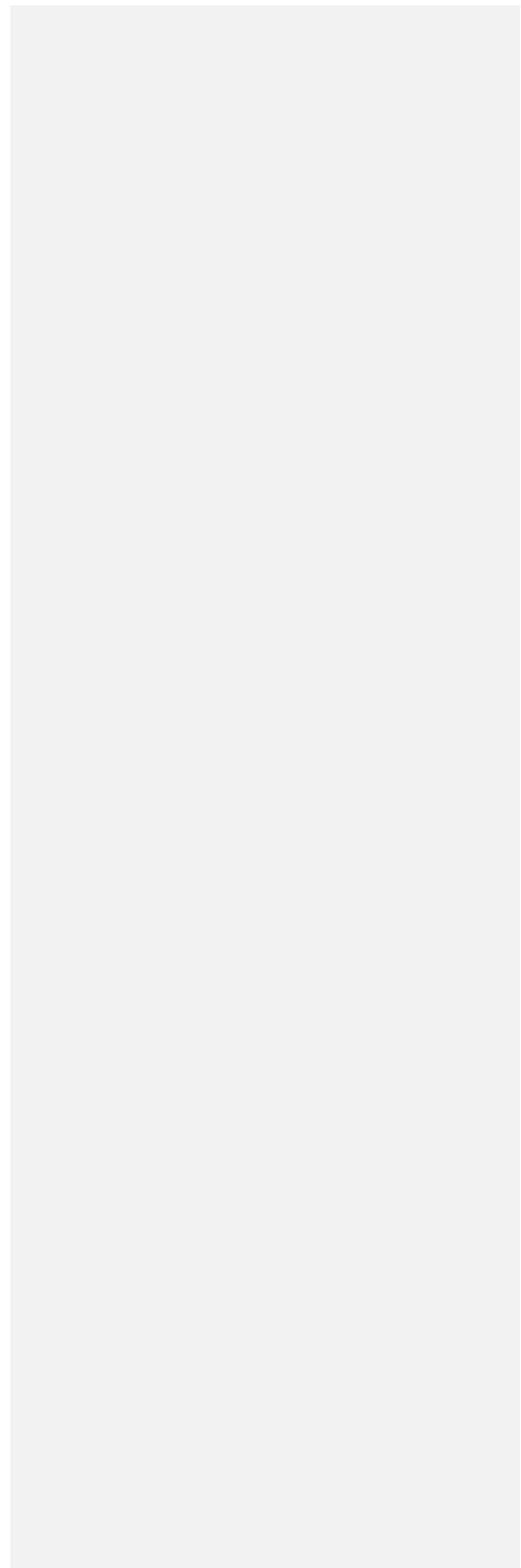
B. In addition to the enforcement procedures available before the Judicial Bureau, the Unified Manager or designee is authorized to commence a civil action to obtain injunctive and other appropriate relief, or to pursue any other remedy authorized by law.

6.11.210 Severability

A. If any portion of this ordinance and any amendments made hereto are held unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance and amendments

made hereto shall not be affected and shall remain in full force and effect. If any statute referred to in this ordinance shall be amended this ordinance shall be deemed to refer to such statute as amended.

DRAFT





Community Development Department

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

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

MEMORANDUM

TO: Evan Teich, Unified Manager, Trustees
FROM: Robin Pierce, Community Development Director
DATE: August 10, 2021
SUBJECT: Trash Hauling in the Village

Issue

The issue is whether the Trustees wish to know about trash hauling in the Village.

Discussion

Acting on Trustee direction the Community Development Department contacted Casella, Myers, Trouville Trucking, Gauthiers and Cota Trucking by letter regarding the proposal to add the following to the Nuisance ordinance at section 6.11.040 B Express Prohibitions: a, vi: "The removal of household and commercial trash by authorized commercial trash haulers utilizing mechanized conveyances within 200 feet of a residential property between the hours of 9:00 PM. and 6:00 A.M is prohibited."

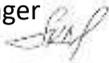
No issues were raised by any of the vendors regarding the proposal to add the language to the Nuisance Ordinance. .

Attached to this memo is a Site Plan of the two Shopping Centers on Pearl Street showing a 200 foot line from the property boundaries of the Centers.

Recommendation

This is an informational only memo.

Memorandum

To: Village Trustees, Evan Teich, Unified Manager
From: Linda Mahns, Administrative Assistant 
Re: Changing composition of the Bike/Walk Advisory Committee
Date: August 6, 2021

Issue

The issue is whether the Trustees will change the composition of the Bike/Walk Advisory Committee (BWAC) from an 8-member committee to a 7-member committee.

Discussion

In a recent BWAC meeting, the committee members discussed a vacancy that has been advertised since February 2020. They discussed the possibility of changing their committee charter to consist of 7 members instead of 8 and are requesting the authority of the Village Board of Trustees to grant them that authorization. 5- and 7- member boards and committees are standard for the Village and help if ever there is a tie for votes. The BWAC feels strongly they can continue to do great work for the Village as a 7-member committee.

For reference, the following seats are vacant on the Bike/Walk Advisory Committee:

<i>Committee/Board</i>	<i>Open seats</i>	<i>Term(s) ending</i>	<i>Status</i>
Bike/Walk Advisory Committee	2	June 30, 2023	Advertised as of 2/27/20

Cost

None.

Recommendation

It is recommended the Trustees change the Bike/Walk Advisory Committee to become a 7-member board.

Memorandum

To: Board of Trustees; Evan Teich, Unified Manager
Cc: Marguerite Ladd, Assistant Manager; James Jutras, Water Quality Superintendent
From: Greg Duggan, Deputy Manager
Re: Executive session for pending or probable litigation
Date: August 3, 2021

Issue

The issue is whether the Board of Trustees enters into executive session to discuss pending or probable civil litigation, to which the public body is or may be a party.

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. Pending or probable litigation, to which the public body is or may be a party, 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 pending or probable civil litigation, to which the public body is or may be a party, would place the Village at a substantial disadvantage."

Motion #2

"I move that the Trustees enter into executive session to discuss pending or probable civil litigation, to which the public body is or may be a party, pursuant to 1 V.S.A. § 313(a)(1)(E), to include the Unified Manager, Assistant Manager, and Water Quality Superintendent."



MEMORANDUM

TO: Essex Junction Board of Trustees and Evan Teich, Unified Municipal Manager
FROM: Chelsea Mandigo, Stormwater Coordinator/Wastewater Operator *CHM*
cc: Gregory Duggan, Deputy Manager
Marguerite Ladd, Assistant Manager
James Jutras, Water Quality Superintendent
Ricky Jones, Public Works Superintendent
DATE: July 28, 2021
SUBJECT: Brickyard Rd Culvert Crossing Engineering

Issue: Whether to grant a purchasing policy waiver and issue professional engineering services to Hoyle, Tanner & Associates Inc for Brickyard Rd culvert crossing.

Discussion: Hoyle, Tanner & Associates Inc. (HTA) was hired through a RFQ process to design the replacement structure for the Densmore Dr. #1 culvert washed out by the FEMA declared storm. As part of their work, they performed a Hydraulic capacity study of the area which included two upstream culverts located on Densmore Dr. near Brickyard Rd (Densmore Dr #2), and Brickyard Rd in between Densmore Dr. and Mansfield Ave. (#3). That study found not only are the culvert crossings undersized but also in poor condition with less than 5-year life expectancy.

Staff has met with the Capital Committee and both upstream culverts ranked as projects onto the Capital Plan with Densmore Dr. #2 ranking first and Brickyard Rd. ranking third. Densmore Dr. #2 is in final design by HTA and will be open for bid this fall for a spring 2022 installation.

A VTRANS structures grant application was reviewed at the April 14, 2021 Trustee meeting and approved for submittal. The grant was awarded to the Village for a lesser amount than requested but will cover most of the cost of design services. HTA has submitted an agreement for professional services to design the replacement. It is in staff opinion and confirmed by the Village engineer that hiring HTA to design the Brickyard culvert which was included in their hydraulic study and field work already conducted for the design of the two culvert replacements on Densmore will allow for a significant cost savings on the design of this project compared to hiring a new consultant.

Cost: HTA proposal is \$142,269. With the grant received for the design services the anticipated cost for the design of the culvert replacement is \$43,000 which includes grant match money and will come from the capital fund. There is a chance the cost could be less if the sewerline or waterlines do not need to be relocated as part of the design.

Recommendation: It is recommended that the Trustee's grant a purchasing policy waiver authorizing staff to forgo a RFQ for the design services of Brickyard Rd culvert replacement and sign an agreement for professional design services with HTA for this project.

Memorandum

To: Board of Trustees; Evan Teich, Unified Manager

From: Greg Duggan, Deputy Manager

Re: Letter to request the possible transfer of Essex Junction's Village Center and Neighborhood Development Area designations to the new City of Essex Junction municipal corporation

Date: August 6, 2021

Issue

The issue is whether the Trustees will approve a letter to the State of Vermont Agency of Commerce and Community Development's Downtown Development Board regarding the possible transfer of Essex Junction's Village Center and Neighborhood Development Area designations to the new City of Essex Junction municipal corporation.

Discussion

As the Village pursues the creation of an independent City of Essex Junction, it will want to retain its Village Center and Neighborhood Development Area designations. The attached letter makes that request to the Downtown Development Board.

Cost

n/a

Recommendation

It is recommended that the Trustees approve a letter to the State of Vermont Agency of Commerce and Community Development's Downtown Development Board regarding the possible transfer of Essex Junction's Village Center and Neighborhood Development Area designations to the new City of Essex Junction municipal corporation.



August 10, 2021

To: Josh Hanford, Chair, Downtown Development Board, State of Vermont Agency of Commerce and Community Development

Dear Josh,

We are writing on behalf of the Essex Junction Board of Trustees to request the possible transfer of Essex Junction's Village Center and Neighborhood Development Area designations to the new City of Essex Junction municipal corporation. Both designations were renewed by the Agency of Commerce and Community Development in 2015.

The Trustees and Village staff are developing a city charter which will be placed on a ballot this November. If voters approve the charter, it will be submitted to the Vermont Legislature in the 2022 legislative session. If approved and signed into law, it will replace the current Village of Essex Junction municipal charter.

We have been advised to include a transition plan within the new charter that explicitly refers to all those Village planning & zoning codes, policies, and regulations we wish to transfer to the new municipal government. Within that context we would like to include our Village Center and Neighborhood Development Area designations. We did not wish to proceed with this step without consulting your Board. The transition plan must be included with the charter that will be publicly warned in October for a vote in November.

All of Essex Junction's zones and their accompanying regulations that were in effect when ACCD renewed our designations in 2015 will remain in place through the village-to-city transition and beyond. We do not anticipate any changes to our zoning prior to the renewal dates for our designations in 2023. However, if the Legislature approves our new city charter, we intend to begin the process of applying to ACCD's Vermont Downtown Program which could eventually impact our current designations.

Please let us know at your earliest convenience if you perceive any problems with transferring our present ACCD designations from the Village municipal corporation to the City municipal corporation. We welcome you to call Community Development Director Robin Pierce (802-878-6950) and/or Unified Manager Evan Teich (802-878-6951) with any questions.

Respectfully,

Andrew Brown, Village President

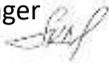
Amber Thibeault, Trustee

Raj Chawla, Village Vice President

George Tyler, Trustee

Dan Kerin, Trustee

Memorandum

To: Village Trustees, Evan Teich, Unified Manager
From: Linda Mahns, Administrative Assistant 
Re: Champlain Valley Exposition, Inc. applications (3) for signage over VT Route 2A
Date: August 6, 2021

Issue

The issue is whether the Trustees will approve three applications from Champlain Valley Exposition, Inc. (CVE) for the following dates in 2021 to hang banners over VT Route 2A: 8/23 – 9/6; 9/6 – 9/20; and 10/11 – 10/25.

Discussion

CVE's Marketing Director, Jeffrey Bartley submitted 3 applications for the following dates/events to hang banners over 2A:

- 8/23/21 – 9/6/21 to advertise for the Champlain Valley Fair;
- 9/6/21 – 9/20/21 to advertise for National Street Rod Association; and
- 10/11/21 – 10/25/21 to advertise for the Fall Craft Show.

Attached to the applications is confirmation of payment received in the amount of \$750.00 and the Certificate of Insurance that is needed to hang a banner over VT Route 2A.

Cost

None.

Recommendation

It is recommended the Trustees approve CVE's applications to hang banners over VT Route 2A to announce their events for the above-mentioned dates.

Trustees= approval (date): _____

LIABILITY WAIVER

The Village of Essex Junction has agreed to hang a banner(s) or event flags for (print organization name) Champlain Valley Exposition hereinafter known as "Owner."

To the extent permitted by law, the "Owner" agrees to indemnify and hold harmless the Village of Essex Junction and its subsidiaries, its agents, employees or any other persons against loss or expense including attorney's fees, by reason of the liability imposed by law upon the Village except in cases of the Village's sole negligence, for damage because of bodily injury including death at any time resulting therefrom, sustained by any person or persons, or on account of damaged property arising out of the hung banner or in consequence of the performance of hanging the banner, whether such injuries to persons or damage to property are due, or claim to be due, to any passive negligence of the Village employees or agents or any other person.

This indemnification and hold harmless agreement shall be insured by liability insurance naming the Village as an additional insured in the "Owner's" policy, and a certificate of insurance must be provided prior to hanging the banner(s) or event flags.

Event: Champlain Valley Fair

The banner(s)/event flags will be hung from 8/23/21 to 9/6/21
date date

OWNER'S ACKNOWLEDGMENT:

By: [Signature] Date: 8/3/21

VILLAGE OF ESSEX JUNCTION ACKNOWLEDGMENT:

By: _____ Date: _____

**APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT
FLAGS IN THE VILLAGE OF ESSEX JUNCTION**

Please Print

Applicant's Name: Jeffrey Bartley

Organization: Champlain Valley Exposition

Tax Exempt #: Svt-10007637 Non-Profit: Yes No

Address: 105 Pearl Street, Essex Sct. VT 05452

Phone: 802-878-5545 Email: jbartley@cvexpo.org

Application for: Street Banner Gas Lamp Banners Event Flags

Message and dimensions: _____

Locations you would like the event flags displayed: Over 2A

I certify that the above-described banner(s) or event flags have been constructed in accordance with the specifications noted.

Signed: [Signature] Date: 8/3/2011

Please return completed application to the Manager, Village of Essex Junction,
2 Lincoln Street, Essex Junction, VT 05452.

OFFICE USE ONLY

Insurance Certificate received: Yes No
Liability Waiver received: Yes No Waiver signed: Yes No
\$250 fee received: Yes No
Application complete: Yes No

**APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT
FLAGS IN THE VILLAGE OF ESSEX JUNCTION**

Please Print

Applicant's Name: Jeffrey Bartley

Organization: Champlain Valley Exposition

Tax Exempt #: SUT-1007637 Non-Profit: Yes No

Address: 105 Pearl Street, Essex Jct VT 05452

Phone: 802-678-5545 Email: jbartley@cvexpo.org

Application for: Street Banner Gas Lamp Banners Event Flags

Message and dimensions: _____

Locations you would like the event flags displayed: Over 2A

I certify that the above-described banner(s) or event flags have been constructed in accordance with the specifications noted.

Signed: [Signature] Date: 8/3/2021

Please return completed application to the Manager, Village of Essex Junction,
2 Lincoln Street, Essex Junction, VT 05452.

OFFICE USE ONLY

Insurance Certificate received: Yes No
Liability Waiver received: Yes No Waiver signed: Yes No
\$250 fee received: Yes No
Application complete: Yes No

Trustees= approval (date): _____

LIABILITY WAIVER

The Village of Essex Junction has agreed to hang a banner(s) or event flags for (print organization name) Champlain Valley Exposit hereinafter known as "Owner."

To the extent permitted by law, the "Owner" agrees to indemnify and hold harmless the Village of Essex Junction and its subsidiaries, its agents, employees or any other persons against loss or expense including attorney's fees, by reason of the liability imposed by law upon the Village except in cases of the Village's sole negligence, for damage because of bodily injury including death at any time resulting therefrom, sustained by any person or persons, or on account of damaged property arising out of the hung banner or in consequence of the performance of hanging the banner, whether such injuries to persons or damage to property are due, or claim to be due, to any passive negligence of the Village employees or agents or any other person.

This indemnification and hold harmless agreement shall be insured by liability insurance naming the Village as an additional insured in the "Owner's" policy, and a certificate of insurance must be provided prior to hanging the banner(s) or event flags.

Event: Natural Street Rod Association

The banner(s)/event flags will be hung from 9/6/2021 to 9/20/2021
date date

OWNER'S ACKNOWLEDGMENT:

By: [Signature] Date: 8/3/21

VILLAGE OF ESSEX JUNCTION ACKNOWLEDGMENT:

By: _____ Date: _____

**APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT
FLAGS IN THE VILLAGE OF ESSEX JUNCTION**

Please Print

Applicant's Name: Jeffrey Bartley

Organization: Champlain Valley Exposition

Tax Exempt #: SOT-10007637 Non-Profit: Yes No

Address: 105 Pearl Street, Essex Jct. VT. 05452

Phone: 802-878-5545 Email: jbartley@cvexp.com

Application for: Street Banner Gas Lamp Banners Event Flags

Message and dimensions: _____

Locations you would like the event flags displayed: 2A

I certify that the above-described banner(s) or event flags have been constructed in accordance with the specifications noted.

Signed: [Signature] Date: 8/3/21

Please return completed application to the Manager, Village of Essex Junction,
2 Lincoln Street, Essex Junction, VT 05452.

OFFICE USE ONLY

Insurance Certificate received: Yes No
Liability Waiver received: Yes No Waiver signed: Yes No
\$250 fee received: Yes No
Application complete: Yes No

Trustees= approval (date): _____

LIABILITY WAIVER

The Village of Essex Junction has agreed to hang a banner(s) or event flags for (print organization name) Champlain Valley Exposition hereinafter known as "Owner."

To the extent permitted by law, the "Owner" agrees to indemnify and hold harmless the Village of Essex Junction and its subsidiaries, its agents, employees or any other persons against loss or expense including attorney's fees, by reason of the liability imposed by law upon the Village except in cases of the Village's sole negligence, for damage because of bodily injury including death at any time resulting therefrom, sustained by any person or persons, or on account of damaged property arising out of the hung banner or in consequence of the performance of hanging the banner, whether such injuries to persons or damage to property are due, or claim to be due, to any passive negligence of the Village employees or agents or any other person.

This indemnification and hold harmless agreement shall be insured by liability insurance naming the Village as an additional insured in the "Owner's" policy, and a certificate of insurance must be provided prior to hanging the banner(s) or event flags.

Event: Fall Craft Show

The banner(s)/event flags will be hung from 10/11/21 to 10/25/21
date date

OWNER'S ACKNOWLEDGMENT:

By: [Signature] Date: 8/7/21

VILLAGE OF ESSEX JUNCTION ACKNOWLEDGMENT:

By: _____ Date: _____

**VILLAGE OF ESSEX JUNCTION TRUSTEES
TOWN OF ESSEX SELECTBOARD
SPECIAL MEETING MINUTES
Monday July 19, 2021**

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

SELECTBOARD: Andy Watts, Chair; Tracey Delphia; Vince Franco; Dawn Hill-Fleury; Patrick Murray

ADMINISTRATION and STAFF: Evan Teich, Unified Manager; Greg Duggan, Deputy Manager; Marguerite Ladd, Assistant Manager; Brad Luck, Essex Junction Recreation and Parks Director

OTHERS PRESENT: Bob Burrows; Kevin Collins; Annie Cooper; Patty Davis; Jon Demeritt; Erin Dickinson; Betsy Dunn; Bill Ellis; Maureen Gillard; Susan Hale; Tamara Jaques; Rachel Lizotte; Deb McAdoo; Adam Newhard; Mary Post; Claudine Safar; Angel Segarra; Kristen Shamis; Ken Signorello; Margaret Smith; Sara Stultz; Mike Sullivan; Irene Wrenner; RM

1. CALL TO ORDER

Mr. Watts called the Town of Essex Selectboard meeting to order at 6:37 PM.

Mr. Brown called the Village of Essex Junction Board of Trustees meeting to order at 6:37 PM.

2. PLEDGE OF ALLEGIANCE

Mr. Watts invited all in attendance to stand and join in the Pledge of Allegiance.

3. AGENDA ADDITIONS/ CHANGES

Mr. Brown requested to remove item 6d, Evaluation of a Public Official, and Executive Session item 9b from the agenda.

4. AGENDA APPROVAL

TRACEY DELPHIA made a motion, seconded by DAWN HILL-FLEURY, that the Selectboard approve the agenda as amended. The motion passed 5-0.

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

5. PUBLIC TO BE HEARD

a. Comments from Public on Items Not on Agenda

Ms. Wrenner commented about limited community input as a reason that merger did not pass. She said, instead of speaking about merger at this point, the two municipalities should resolve their issues. Mr. Brown noted that Ms. Wrenner's comments were based on opinion, and that the merger process had included many opportunities for residents to provide input.

Ms. Davis shared information she researched on the total miles of roads in the Village of Essex Junction and the Town outside the Village. She provided anecdotes about challenges walkers and people with disabilities face in the winter, with limited sidewalks being plowed, and advocated for increased sidewalk plowing.

Mr. Sullivan said that the current discussions are not about merger. Mr. Duggan added that upcoming community forums are also not about merger.

Mr. Signorello gave examples of why he thinks people are complaining about unequal representation and advocated for equal representation for the Town outside the Village.

56 **6. BUSINESS ITEMS**

57 a. **Consider approval of joint resolution in support of Essex Westford School District's Equity**
58 **Policy**

59 Mr. Murray introduced the issue of whether the boards would approve a resolution in support of
60 Essex Westford School District's (EWSD) Equity Policy. He explained that diverse constituents
61 engaged in the process of developing the policy and many residents spoke in support of it at
62 school meetings. Mr. Teich added that multiple public hearings took place on the policy. Mr. Tyler
63 wondered if the municipal work on equity would be in line with the school's equity effort. Mr.
64 Murray said the municipalities plan to focus more on staff and representation equity, and less on
65 students, but there would be alignment with EWSD's equity values.
66

67 Ms. Wrenner said that, although there are many supporters of the equity policy, spending time at
68 a municipal meeting to discuss a school policy is inappropriate. She requested items like this not
69 be on municipal meeting agendas.
70

71 Ms. Delphia read the resolution into the record:

72
73 Whereas, The Essex Westford School District (EWSD) recently worked with the school district
74 and community to develop a policy to create equity in EWSD; and

75 Whereas, EWSD adopted an Equity Policy (C29) on June 15th, 2021; and

76 Whereas, the Town of Essex and Village of Essex Junction have committed to being a
77 community that embraces equity and is more welcoming to all people; and

78 Whereas, the Town of Essex and Village of Essex Junction partner with EWSD to better serve
79 the community.

80 Now, therefore, be it resolved, that the Essex Junction Board of Trustees and Town of Essex
81 Selectboard fully support the Essex Westford School District Equity Policy that was adopted
82 on June 15th, 2021.

83 Mr. Chawla expressed gratitude to EWSD community members, faculty, staff, and students for
84 their work on diversity and thanked the boards for including this resolution on the agenda.

85 **ANDY WATTS made a motion, seconded by DAWN HILL-FLEURY, that the Selectboard**
86 **approve the joint resolution in support of the Essex Westford School District Equity Policy.**
87 **The motion passed 5-0.**
88

89 **DAN KERIN made a motion, seconded by GEORGE TYLER, that the Trustees approve the joint**
90 **resolution in support of the Essex Westford School District Equity Policy.**
91 **The motion passed 5-0.**
92

93 b. ***Discuss Village of Essex Junction independence initiative to separate from Town of Essex**

94 Mr. Brown said the Trustees' discussion with the Selectboard, for this agenda item, would focus
95 on contract proposals from the Village of Essex Junction's independence initiative to separate
96 from the Town of Essex. He explained that none of the contracts being proposed to the
97 Selectboard had been agreed upon and the goal of the discussion was to provide an overview.
98 Mr. Brown read through each contract proposal, included with the agenda attachments. They
99 were presented in order of priority and included police, bonding, transition period, reappraisal
100 fund, senior services, Tree Farm, finance, funds, fiscal year 2023 budget, assets, Indian Brook
101 access, and tax delinquencies. Mr. Brown presented important components and rationale for each
102 contract. Trustee discussions with the Selectboard included the following:
103

104 **Police:** The Trustees and Selectboard members discussed how contracting for police services
105 could include continued payment of bonds, alignment of ordinances and having the police chief
106 answer to the Town Manager. Ms. Hill-Fleury wondered about the contract's inclusion of an
107 advisory oversight board. Mr. Brown and Mr. Murray said the functions of an oversight board
108 would be determined based on the equity and inclusion group's ongoing research of the issue. Mr.
109 Watts and Mr. Brown agreed that they would like to see equal representation on an advisory
110 oversight board. The Trustees and Selectboard members discussed the differentiated funding
111 sources of the Community Justice Center and agreed that this may affect contracting. They talked
112 about the Trustees' rationale for proposing that policing be funded based on grand list numbers
113 vs. incidents or the population list. They discussed possible strategies for developing police
114 budgets and noted that multiple other budgets also support the police, including Human
115 Resources, IT, administration, etc. Mr. Teich said staff would devise a listing of expenses
116 embedded in other budgets, that support the police. The Trustees and Selectboard members
117 talked about the possibility of separately contracting for special events or situations. They
118 discussed whether there may be legal issues related to the timing of payments and what
119 automatic renewal of the contract may look like. Mr. Franco suggested they discuss shared and
120 separate liabilities. Mr. Watts shared scenarios of ordinance alignments that could be challenging
121 and Mr. Kerin talked about how statutes and codes may play a role in this. Mr. Chawla said the
122 contract proposal intends to preserve the police at the same size and service level.
123

124 **Bonding:** Mr. Franco clarified that the proposed contract for bonding would not include sewage
125 and water and would be focused on general and capital funds, not enterprise funds. Mr. Watts
126 wondered if there would be a risk that the contract's proposed moratorium on bonding would "bind
127 the Town's hands". Mr. Tyler expressed confidence that both municipalities would continue to be
128 fiscally responsible. Mr. Murray wondered if a more specific date should be included in this
129 contract instead of relying on timelines created by the Legislature.
130

131 **Transition Period:** Mr. Watts doubted that one year would be enough time to complete all of the
132 transition elements in the contract and talked about the risk of staff overtime and potential costs
133 associated with this. Mr. Brown said many assumptions are hard to prove or disprove at this time.
134 Mr. Luck recapped some of the Trustees' discussions about this contract, which included new
135 hires and contractors for HR, City Clerk, and IT. Ms. Delphia wondered how Town records would
136 be handled during separation, and Mr. Brown said all records up to the first day of the City would
137 remain with the Town. Mr. Brown and Mr. Watts talked about how budgeting might be handled
138 during the transition period, depending on where City residents would pay taxes.
139

140 **Reappraisal Fund:** Mr. Watts suggested an alternate method to address reappraisals, that the
141 City contract with the Town to do the reappraisal and hold the money until the end of the process.
142 Ms. Delphia thought this alternate method may be less difficult. Mr. Watts wondered about who
143 would be doing the tax billing. Mr. Brown said the City clerk would do this. Mr. Tyler said that they
144 have not discussed yet how the school tax collection would take place.
145

146 **Senior Services:** Mr. Brown clarified senior services would be combined under this contract. Mr.
147 Watts and Ms. Delphia wondered about who would determine hours of services and how much
148 space would be utilized. Mr. Luck said that the Senior Center would re-open and set their hours
149 but there may be opportunities to use the space when they are not in operation. Mr. Teich said
150 that, with meeting space limited, the City may want to use the space during off-hours for meetings.
151

152 **Tree Farm:** Mr. Watts reminded the board members that the Tree Farm is jointly owned property
153 by the Town and Village, currently managed by a third entity. He wondered how the ordinances
154 would be in common under this contract and how the Town would budget for this contract. Mr.

155 Luck explained that the intent would be for costs to be budgeted at the beginning of the year and
156 billed at the end of the year. Mr. Watts wondered what would happen if expenses ran over.
157

158 Ms. Delphia suggested that there be a shared methodology for budgeting, to be applied to all of
159 the contracts being discussed. Mr. Brown said this should take into consideration the indirect
160 costs, as discussed earlier in the meeting.
161

162 **Mr. Tyler left the meeting at 8:22 PM.**
163

164 **Finance:** Ms. Delphia wondered if there would be extra staff for finance. Mr. Luck said the
165 Finance Department, under this arrangement, would have two City employees, two Town
166 employees and two shared employees for the period during which Finance is shared. Mr. Watts
167 suggested that this contract not restrict the number of people the Town is allowed. Mr. Brown
168 pointed out that the proposal is in alignment with the Finance Director's memo, but the language
169 could change. He said the Town would employ the Finance Director and Assistant Director and
170 the City would pay for half. Mr. Watts said this should also include IT and the other indirect costs
171 discussed earlier in the meeting. Mr. Teich suggested that staff could propose language for
172 addressing how a vacancy would be filled, with both City and Town input, and include suggestion
173 for supervision.
174

175 **Funds:** Mr. Watts wondered what would happen if there were an overspend of funds, versus an
176 underspend. He was concerned by the possibility of how this may affect unassigned funds of the
177 Town, considering their purpose.
178

179 **Fiscal year 2023 Budget:** Mr. Watts suggested that the last bullet language clarify specific
180 services, to avoid misunderstandings. He agreed that the Town outside the Village benefits from
181 Essex Junction development without paying for the Village Community Development department.
182 Mr. Brown added that the Village is paying 42% of the Town Community Development budget, but
183 is not benefitting from this, so the Town could write a check to the Village for 42%. Mr. Brown
184 added that this also takes place with the Village Fire Department and Parks and Rec. Mr. Kerin
185 gave the example that the capital costs and liabilities the Village helps pay for, but are located in
186 the Town outside the Village, would be another example of reimbursable funds. Mr. Duggan said
187 the calculation of reimbursement is more complicated than just 42% considering various efforts
188 taking place where Town Community Development and Parks and Rec do provide services that
189 benefit the entire community. Mr. Watts suggested that each item where the Village would be
190 requesting this type of payment from the Town be clearly stated in the language of this contract.
191

192 Ms. Delphia asked for further clarification about the rationale for the MOU change. Mr. Brown
193 explained that the City would need to create positions within the new municipality and would no
194 longer need these positions from the Town. She wondered how transition collaboration between
195 the two entities would impact this. Mr. Brown said his assumption would be that collaboration
196 could take place but it would be between two independent positions. Mr. Luck discussed some of
197 the merged positions that currently exist, and percentages of costs provided from each
198 municipality for them, to note that the current MOU does not accurately reflect these costs.
199

200 Mr. Murray wondered if the ask for funding, under this contract, would be limited to only what is
201 being discussed. Mr. Brown said that they may identify more services during ongoing discussions.
202

203 **Assets:** Mr. Watts suggested that this contract is unnecessary because a municipality can own a
204 building in a separate municipality.
205

206 **Indian Brook Access:** Ms. Delphia wondered if the City would be willing to share costs if the dam
207 needed work or to continue the water and invasive species treatments.
208

209 **Tax Delinquencies:** Mr. Watts said a counter-proposal from the Town would be developed for
210 this contract.
211

212 Mr. Watts had questions about items not included in the proposed contracts. He wondered why no
213 contract included Parks and Recreation and Mr. Brown said the contracts were focused on the
214 short-term, but this item would be a discussion the Village would like to have about the long-term.
215 Mr. Watts suggested the Village look into whether the City would need a vote to join Green
216 Mountain Transit. He also said it could be beneficial to talk about the Winooski Valley Parks
217 District, Essex Rescue, the Health Officer, potential new revenue/ local options tax, and cannabis.
218

219 The board members discussed next steps. Ms. Delphia asked whether the Town's counter
220 proposals should be provided as a package or if they should each stand on their own, referring to
221 negotiations procedures. Mr. Brown requested that they stand on their own. They also talked
222 about the role of supposals within conversations. Mr. Brown said it would be helpful to hear from
223 the Selectboard what they might agree to and items for further discussion. He suggested the Joint
224 Meeting on the 26th focus on these responses. Mr. Watts expressed concern with the timeline,
225 considering the Selectboard did not have a meeting scheduled before the 26th.
226

227 Ms. Dunn said that the Trustees took time to work on the proposals presented at this meeting, and
228 requested that the Selectboard not make decisions too quickly. She requested that the contracts
229 only be considered and negotiated if the legislature passes the separation and said that
230 redistricting may not go through this year. She suggested, for policing, that the Trustees consider
231 hiring out events to subcontractors. She wondered why the Town would need to sell properties
232 and not be allowed to bond.
233

234 Ms. Post said that it seems like there are no opportunities for public input on these contracts. She
235 said, for example, that people may not want to share a senior center. She wondered why money
236 is being spent on forums for discussion with the Town if the public cannot weigh in on these items.
237

238 Ms. Wrenner agreed that the process seems rushed and that there should be public comment.
239 She requested that 81 Main Street be kept and mentioned the funds spent to renovate it. She
240 agreed that the City should help pay for dam upgrades and invasive species work, suggesting the
241 City share full costs associated with the reservoir if they want to be season pass holders. She said
242 they should look at who is using the park to inform this discussion.
243

244 Ms. Davis spoke about needing signs and an ordinance to use Saxon Hill.
245

246 Mr. Signorello asked the Selectboard to produce their best alternate proposals versus negotiated
247 agreements.
248

249 **c. Possible action on whether or not to hold a joint board meeting on July 26**

250 Mr. Watts said that the Selectboard members would not know, until after executive session, if they
251 would be ready to agree to continued discussion on the contracts at a July 26th meeting. Mr.
252 Brown said the reason the Trustees requested the extra three Joint meetings was because there
253 would be only four joint meetings before the Trustees need to bring everything to the public in
254 preparation for the separation vote. Mr. Watts said the Selectboard may not be able to meet the
255 Trustees' timeline.
256

257 **d. ~~**Discuss evaluation of public official~~**

258 This agenda item was removed at the beginning of the meeting.

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7. CONSENT ITEMS

- a. **Consider approval of Unified Manager to reappoint Village Treasurer/Tax Collector, Clerk, and Fire Chief –Trustees only**
 - That the Trustees approve the Unified Manager’s appointments of Susan McNamara-Hill as the Village Treasurer/Tax Collector and Clerk and Chris Gaboriault as the Village Fire Chief.
- b. **Consider termination of temporary COVID-19 Emergency Leave policy**
 - That the Selectboard and the Trustees make a motion to remove the Temporary COVID-19 policy from active status.

DAN KERIN made a motion, seconded by RAJ CHAWLA, for the Trustees to approve the Consent Agenda. The motion passed 4-0 (George Tyler had left the meeting).

VINCE FRANCO made a motion, seconded by DAWN HILL-FLEURY, for the Selectboard to approve the Consent Agenda. The motion passed 5-0.

8. READING FILE

- a. Board member comments
 - Mr. Teich said that the Vermonter Amtrak line is back in service and that he had a discussion with elected officials about the train station and platform renovation in Essex. Ms. Hill-Fleury thanked Ms. Getchell for her work on arranging this event. Mr. Teich agreed and also thanked Mr. Pierce and the Parks and Recreation department.
- b. Memo from Greg Duggan re: Update on public forums and Town of Essex planning in response to Village of Essex Junction's separation/independence initiative
- c. Upcoming meeting schedule

DAN KERIN made a motion, seconded by RAJ CHAWLA, that the Trustees adjourn. The motion passed 4-0 at 9:27 PM.

9. EXECUTIVE SESSION

- a. ***An executive session may be needed to discuss negotiation of contracts and agreements between the Town of Essex and Village/City of Essex Junction**

TRACEY DELPHIA made a motion, seconded by VINCE FRANCO, that the Selectboard make the specific finding that premature general public knowledge of the Town’s position concerning the proposed contract discussion would place the Town at a substantial disadvantage. The motion passed 5-0 at 9:28 PM.

TRACEY DELPHIA made a motion, seconded by DAWN HILL-FLEURY, that the Selectboard enter into executive session to discuss potential contracts pursuant to 1 V.S.A. § 313(a)(1)(a), to include the Unified Manager, Deputy Manager, Assistant Manager, and Town Attorney. The motion passed 5-0 at 9:28 PM.

DAWN HILL-FLEURY made a motion, seconded by TRACEY DELPHIA, for the Selectboard to exit executive session. The motion passed 5-0 at 10:34 p.m.

DAWN HILL-FLEURY made a motion, seconded by VINCE FRANCO, that the Selectboard agree not to meet jointly with the Board of Trustees until after the public forums. The motion passed 5-0.

- b. ~~**An executive session may be needed to discuss the evaluation of a public official~~

311 **10. ADJOURN**
312

313 **DAWN HILL-FLEURY made a motion, seconded by TRACEY DELPHIA, to adjourn. The motion**
314 **passed 5-0 at 10:36 PM.**

315
316 Respectfully Submitted,
317 Cathy Ainsworth
318 Recording Secretary
319

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**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
July 27, 2021**

7 **TRUSTEES PRESENT:** Andrew Brown, President; Raj Chawla, Vice President; Dan Kerin; Amber
8 Thibeault.

9 **ADMINISTRATION:** Evan Teich, Unified Manager; Marguerite Ladd, Assistant Manager; Brad
10 Luck, Essex Junction Recreation and Parks.

11 **OTHERS PRESENT:** Marcus Certa; Andrew Champagne; Ray Gaboriault, Paula Sargent, Ken
12 Signorello, Edward Steele, Sandy White, Irene Wrenner;

14 1. **CALL TO ORDER**

15 Andrew Brown called the meeting to order at 6:34 pm.

17 2. **AGENDA ADDITIONS/CHANGES**

18 None at this time.

20 3. **APPROVE AGENDA**

21 The agenda did not need to be approved as it was not amended.

23 4. **PUBLIC TO BE HEARD**

24 Edward Steele said that he has spoken to many seniors who feel that the senior center hours and
25 access should be restored to pre-pandemic levels, and that seniors feel very strongly about this.

26
27 Paula Sargent asked for an update from the Town/Village on the Senior Center. She said that a
28 committee of seniors had gotten together and sent a letter to the Recreation Department directors and
29 the Town Selectboard and Village Trustees, stating that they would like to support the Recreation
30 Department in reinstating senior programming as it was prior to the pandemic. She said that they are
31 aware of the transition plan and would like the Senior Center to open from 10:00 to 4:00 Monday
32 through Friday so that seniors can engage in informal activities and socialize. She said that many
33 seniors want to reiterate that they either walk or drive themselves to the Senior Center. She said that
34 they would like to have in-person gatherings and open houses as soon as possible and to develop
35 new activities. Mr. Luck said that staff met today regarding the Senior Center and that they are aware
36 of this feedback about returning to pre-pandemic programming. He said that they are discussing
37 having the Center be closed on Mondays but open for the remainder of the week. He said that
38 conversations will continue with the possibility of opening for more extended hours for the latter part of
39 the summer.

40
41 Andrew Champagne spoke about the proposed separation charter, noting that there should be a
42 provision to allow for the recall of elected officials, should a petition to do so be signed by 5% of
43 voters. He also said the charter should include an elected police commission and the ability to remove
44 them.

46 5. **BUSINESS ITEMS**

47 a. ***Work Session on Essex Junction Independence Initiative**

48 Mr. Luck began by outlining the topics that will be discussed during the work session, which include
49 City committees and commissions, intergovernmental and Health and Human Services, proposed
50 contracts with the Town of Essex, a review of the proposed City organizational chart and draft charter,
51 and the meeting schedule and timeline review.

52

53 Irene Wrenner noted that the intergovernmental charter says that Green Mountain Transit (GMT) costs
54 around \$300,000 per year. She suggested that the Junction look at how much ridership comes from
55 the Village to be able to proportionately allocate those costs between the Junction entity and the
56 Town.

57
58 Mr. Luck outlined the proposed City committees and commissions, saying that having a rough idea of
59 them will help inform the budget to determine which committees/commissions there will be.

60
61 Mr. Brown said that the current Village committees and commissions should continue. He suggested
62 having a separate City Housing Commission, given that there will be separate Planning Commissions
63 and Development Review Boards (the current Housing Commission is a joint commission with the
64 Town). He suggested combining climate and energy committees, since they're closely related. He said
65 he had no concerns about adding any of the others, saying that beginning with a board list and then
66 paring it down is a good approach.

67
68 Ms. Thibeault noted that the Ordinance Appeals Board is referenced in ordinance language but does
69 not seem to currently exist. She suggested this be added to the "current" commissions/committees
70 section. Mr. Kerin recalled the creation of that Board 8 years ago but said that it's never had to
71 convene. Mr. Brown suggested categorizing it as an "as needed" committee.

72
73 Mr. Chawla asked whether the City entity would need a Conservational Trust committee. He said that
74 some of the listed committees/commissions could probably be consolidated.

75
76 Mr. Luck then spoke about intergovernmental and Health and Human Services, outlining a list of
77 intergovernmental organizations that either the Village or Town is a part of, as well as their FY2022
78 budgets. He showed organizations/areas where the Village currently holds seats and areas where the
79 Village could join if it chooses to. He noted that the Village is currently an associate member of the
80 Vermont League of Cities and Towns (VLCT) and would need to become a full member. He also noted
81 that the Town currently has the practice of allocating 1% of its budget to offering human services
82 grants, and that the Village may want to consider adopting a similar practice should it separate and
83 become a City. He also noted that Essex Rescue costs \$3.87 per capita and that it may increase over
84 time, since some rescues charge around \$17 per person.

85
86 Mr. Chawla asked how current dues are determined. Mr. Luck replied that cemetery has an annual
87 contribution, that the Lake Champlain Regional Chamber of Commerce dues are determined by the
88 number of employees, that he was still waiting to hear back from GBLC and CCRPC about whether
89 dues amounts would change, that GMT calculates their fees based on service and a historical record
90 of the use of SSTA, the Village portion of which for FY2022 is \$223,000, that he is waiting to hear back
91 about county taxes, and that WVPD uses a funding formula including grand list as well as population.
92 All Trustees concurred that this list looks right.

93
94 Mr. Luck then reviewed proposals for contracts with the Town. Mr. Brown said it would be good to
95 have a general conversation about this topic in a public meeting, without the need for entering into
96 executive session. Mr. Kerin said it will be difficult to make decisions now without feedback from the
97 Selectboard, particularly around police services. Mr. Brown agreed that the Police Department is the
98 highest priority, and cited concern about not being able to meet the deadline for decisions. He asked
99 whether the Trustees should consider a Plan B, should they be unable to work out an agreement with
100 the Town Outside the Village for sharing police services. He asked whether staff should research other
101 ways to obtain these services, such as issuing a Request for Proposals (RFP). Mr. Kerin said he does
102 not think neighboring municipalities have the police staff to help with policing. Mr. Chawla said that the

Trustees gave the Selectboard a lot of material last week, and that perhaps it would be good to let them know which of the items in that material are the high priority ones.

Ms. Thibeault said she understands the need for a Plan B, but doesn't like the alternatives, knowing staff time is already limited and how the community feels about keeping police services within Essex. Mr. Brown asked staff if they have time to put the documentation and process together. Mr. Luck replied that isn't too big of a lift, though it will be tricky for potential bidders to respond accurately knowing that it's hypothetical. Mr. Kerin pointed out that the Junction is still tied to the police station debt for another 16-17 years. Mr. Teich said that if the Trustees would like to make those inquiries, they should discuss whether they wish to seek all services that town police has, like dispatch to Public Works, Fire Department, Wastewater Treatment Plant, and coverage at CVE. Mr. Chawla said that if staff has the time to start these conversations, he is in favor of it. He said that the entire community benefits from having police services where they are, but appreciates being able to explore other options.

Mr. Luck then spoke about organization charts. He said there are no changes from the previous time this was reviewed by the Trustees. He said that there are four positions and one contract (for IT services) that need to be hired. He said that the plan is to hire two of those positions in Year 1 and then hire the other two of them in Year 2. Mr. Brown said that is a good reminder that this organization chart is full of existing positions that fill most of these roles. He also said that he's heard concern about how these positions could be afforded. Mr. Brown said that if you look at duplication of services that the Junction currently pays for, like highway; if City had been formed, would be paying \$300,000 less on highway. There are other examples of this.

Mr. Luck then reviewed areas of the charter. He noted areas that have changed since the last time this was reviewed as a group. He said that the transition period is in flux. Mr. Kerin said that he is comfortable with the flexible timeframes, if they are to work with the Selectboard. Mr. Luck then reviewed Transitional Districts, noting that the City would lose the Village Center Zone and would need to seek a new designation. Mr. Brown asked if there are City Center designations that the Village should start a process on now, and whether would have a development board or development commission. Mr. Luck said he will reach out to Robin Pierce on this topic. Mr. Luck noted that the merger charter had been used as the base for the governing body language and that it has now been revised to state that the Trustees would become a City Council and serve their elected terms. He noted other clarifications around compensation, finances, and collective bargaining.

Mr. Brown said Mr. Chawla had mentioned talking about Local Option Tax as part of this process and Mr. Luck said that he will add it as an item on the next agenda.

Mr. Luck reviewed the meetings and timeline. He noted that the public hearing dates have not yet been decided on. He outlined the timeline of the process from charter to becoming a City, if the charter vote is approved.

b. Consider approval of request for bids for the purchase of two buses for EJRP

Mr. Luck said that earlier this year, EJRP had begun engaging in conversation about buying two full-sized 48 passenger school buses, but postponed that conversation until now. He said that the Village currently has two multi-function 20-and-30 passenger activity buses and that they have bids out to purchase a 48-passenger bus. He said the driver of this renewed activity is that it would allow them to increase the size of the afterschool program and get all of the current kids on the wait list into the program. He said that they would also use the bus for field trips and summer camps. He noted that the bus would be paid for out of program funds and does not have tax implications. He said that this

153 requires Trustee approval because VLCT recommended not taking on the added liability of the 48-
154 passenger bus.
155

156 Mr. Kerin asked about leasing services from a company such as Mountain Transit to compare costs.
157 Mr. Luck said that if the Village were to contract the service, it would cost around \$150 per day or
158 \$26,000 per year, and that a new bus would cost around \$75,000. He noted that these buses would
159 not be operated frequently and that they expect to get around 15 years out of them. Mr. Luck added
160 that a new bus would add a new full time staff member, which would be a shared staffing position that
161 would work for the school district during day and for Village after school. Mr. Brown confirmed these
162 vehicles were not replacing older buses. Mr. Brown asked about where the liability funding is coming
163 from. Ms. Macy replied that the general fund portion of insurances are consolidated in general fund
164 and that this specific liability would be part of the program and enterprise funding. She noted that any
165 insurance claims would impact the experience modification for the entire group and not just the
166 enterprise fund where the buses are. Mr. Teich emphasized that it's the Board's decision whether to
167 accept the risk or not.
168

169 Mr. Chawla asked if liability costs could be shared with the Essex/Westford School District (ESWD).
170 Mr. Luck said he will look into whether that is possible. Mr. Brown said that the bus would add flexibility
171 to programming when school isn't in session, if the Village purchases it. He asked if exploring
172 relationship with ESWD would do adverse things to timeline. Mr. Luck said he could start that
173 conversation, but that it would be helpful to know the Trustees' position on purchasing the bus, should
174 the conversation with ESWD not pan out. Trustees voiced their support for purchasing the bus.
175

176 **MOTION by DAN KERIN, SECONDED by RAJ CHAWLA that the Trustees approve EJRP**
177 **purchasing a 48- passenger bus. The motion passed 4-0.**

178 **c. Consider approval of Village tax rates for FY2022 (July 1, 2021-June 30, 2022)**

179 Ms. Macy outlined the tax rates for FY2022 that need to be approved prior to mailing out tax bills,
180 which will be printed next week and in residents' mailboxes by August 13th. She said that the Village
181 Grand List increased by 0.5% over the prior year. She noted three tax stabilization agreements
182 currently in place, and that there were four in place the prior year. She said that the Grand List with
183 stabilization applied increased by 0.7%. She noted that for this fiscal year, the highway rolling stock
184 contribution was moved into the highway department, which is funded by the Town budget. She said
185 that this had the effect of lessening the increase in the tax levy. She said that in order to raise the
186 budgeted amount of \$3,745,866, the tax rate needs to be 0.3345, which is a 1.3% increase over the
187 prior year. She also noted Village's 1-penny economic development tax, which was approved in 2016
188 and was renewed for another 3 years at the 2021 Annual Meeting, and which will raise around
189 \$112,000 per year.
190

191 Mr. Brown asked when the tax stabilization agreements would phase out. Ms. Macy said that two of
192 them will be completely phased out by FY2024, and will pay 70% of their assessed value in FY2023,
193 and that the third is up for renewal in this fiscal year.
194

195 **MOTION by DAN KERIN, SECONDED by RAJ CHAWLA, that the Trustees set the FY2022 Village**
196 **General tax rate at \$0.3345 per \$100 of assessed property value. The motion passed 4-0.**

197 **VOTING: unanimous; motion carries.**

198 **d. Consider revision to FY2022 Sanitation Capital Fund Budget to replace pickup truck**

Ms. Macy noted that this truck had not previously been on the Sanitation Fund Capital Budget list, and that staff is asking for an amendment to the FY2022 budget. She noted that this does not negatively impact this fund.

MOTION by RAJ CHAWLA, SECONDED by DAN KERIN, that the Trustees amend the FY22 Sanitation Fund Capital Budget to include replacement of the 2007 Ford pickup truck. The motion passed 4-0.

e. Discuss update on refuse collection times

Ms. Ladd noted that Robin Pierce has been working on passing a Public Nuisance Ordinance around refuse trash times, based on input from residents and haulers. She said that the new times are consistent with those of surrounding towns. Ms. Thibeault agreed with the ordinance as written, but asked about the process for implementing the ordinance and whether it's part of a larger project and what the timeline would be. Mr. Brown spoke about the ordinance approval process, noting that the Village needs one public hearing for approval and the Town needs two. Mr. Chawla noted different times for trash hauling (6:00) and operating equipment for contractors (7:00), and also noted that there are many commercial areas with dumpsters that have residential properties within 200 feet of them. Mr. Brown agreed, saying that further information would be helpful to inform the discussion. Ms. Thibeault noted that the language in the ordinance prohibits the use of "mechanized" equipment to empty trash bins, but noted that there would still be noise from physically dumping trash containers, and that the language doesn't prohibit that.

6. CONSENT ITEMS

- a. Approve minutes: July 15, 2021
- b. Check Warrants: #17260—07/16/2021

RAJ CHAWLA made a motion, and AMBER THIBEAULT seconded, to approve the consent agenda as presented. The motion passed 4-0.

7. READING FILE

a. Board member comments: Mr. Brown said that there is a stormwater retention pond installed in his backyard, and he was impressed by how well it functioned in recent storms. He commended Ms. Mandigo and Mr. Jutras for the installation. He also noted that VHFA has approved affordable housing tax credits for the Depot Junction area. He said that it would be a 43-unit development for low-income housing and people at risk of homelessness. Mr. Kerin noted the reopening of the Vermonter (Amtrak line). Mr. Brown thanked staff for preparing materials for the Amtrak event. Mr. Kerin noted a community gathering event at Essex High School on August 3rd. He said that the Police Chief and Equity Committee are working to make it a family friendly, open, and inclusive event. Mr. Chawla spoke about the 3 community forums that will come up in August and that two of them don't have a virtual way to connect. He suggested looking for an alternative location and adding a virtual component.

b. Email from Carole Harvey re: Indian Brook

c. FY2021 Quarterly Status Financial Report—preliminary

d. Emails from Chelsea Mandigo and Jim Jutras re: Municipal Assistance Grants in Aid: Village of Essex Junction participant in the amount of \$4,500.00

e. Work Plan for Compliance Well Testing for PFAS, Essex Jt. Biosolids Land App Sites, SW-124

f. Essex Junction Amtrak Event July 19, 2021

g. Upcoming meeting Schedule

247 **8. EXECUTIVE SESSION:**

248 *An executive session may be needed to discuss negotiation of contracts and agreements with the
249 Town of Essex.

250
251 **9. ADJOURN**

252 **DAN KERIN made a motion, and RAJ CHAWLA seconded, to adjourn the meeting. The motion**
253 **passed 4-0.**

254 The meeting adjourned at 8:52 PM.

255
256 Respectfully Submitted,
257 Amy Coonradt

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
42665	AMAZON/SYNCB	07/10/21 A Coll, Y Prog, Supplies, 0069852 0721	210-5-35-10-640.201 Adult Collection	1254.88	35041	07/23/21
42665	AMAZON/SYNCB	07/10/21 A Coll, Y Prog, Supplies, 0069852 0721	210-5-35-10-840.202 Childrens Programs	747.22	35041	07/23/21
42665	AMAZON/SYNCB	07/10/21 A Coll, Y Prog, Supplies, 0069852 0721	210-5-35-10-610.000 General Supplies	392.99	35041	07/23/21
42665	AMAZON/SYNCB	07/10/21 A Coll, Y Prog, Supplies, 0069852 0721	210-5-35-10-340.000 Technical Services	66.54	35041	07/23/21
25055	AQUARIUS LANDSCAPE SPRINK	06/30/21 SPRINKLER REPAIR 556851	210-5-41-20-431.000 R&M Buildings & Grounds	416.63	35044	07/23/21
25055	AQUARIUS LANDSCAPE SPRINK	07/09/21 SPRINKLER REPAIR 556861	210-5-41-20-431.000 R&M Buildings & Grounds	66.03	35044	07/23/21
02235	BOUND TREE MEDICAL LLC	04/22/21 Tamper Evident Seal, Twis 84034024	210-5-25-10-613.000 Program Supplies	35.29	35049	07/23/21
00530	BRODART CO	06/22/21 Adult Collection, Supplie B6214200	210-5-35-10-640.201 Adult Collection	196.05	35050	07/23/21
00530	BRODART CO	06/22/21 Adult Collection, Supplie B6214200	210-5-35-10-610.000 General Supplies	8.80	35050	07/23/21
00530	BRODART CO	06/22/21 Youth Collection B6214322	210-5-35-10-640.202 Juvenile Collection	32.70	35050	07/23/21
00530	BRODART CO	06/22/21 Youth Collection B6214322	210-5-35-10-610.000 General Supplies	2.40	35050	07/23/21
00530	BRODART CO	06/22/21 Youth Collection B6214329	210-5-35-10-640.202 Juvenile Collection	9.17	35050	07/23/21
00530	BRODART CO	06/22/21 Youth Collection B6214329	210-5-35-10-610.000 General Supplies	0.80	35050	07/23/21
00530	BRODART CO	06/22/21 Youth Collection B6214343	210-5-35-10-640.202 Juvenile Collection	6.22	35050	07/23/21
00530	BRODART CO	06/22/21 Youth Collection B6214343	210-5-35-10-610.000 General Supplies	0.80	35050	07/23/21
V04609	CENTER POINT LARGE PRINT	07/01/21 Adult Collection 1860584	210-5-35-10-640.201 Adult Collection	93.48	35056	07/23/21
25120	CLICKTIME.COM	07/04/21 EJRP Timesheets - June 348818	210-5-30-10-330.000 Professional Services	777.00	35060	07/23/21
04940	COMCAST	07/12/21 TV and internet 7/19-8/18 0091811 0721	210-5-40-12-610.000 General Supplies	179.50	35062	07/23/21
04940	COMCAST	07/12/21 TV and internet 7/19-8/18 0091811 0721	210-5-40-12-600.000 Salt, Sand and Gravel	61.00	35062	07/23/21
04940	COMCAST	06/23/21 MSP Internet July 6/30-7/ 0176315 0621	210-5-41-26-530.000 Communications	359.16	35063	07/23/21
04940	COMCAST	06/23/21 Park St Internet July 6/3 0210908 0621	210-5-41-23-530.000 Communications	218.04	35064	07/23/21
17025	COONRADT AMY	07/18/21 MINUTES TRUSTEES 7/13 0064	210-5-10-10-530.000 Communications	255.84	35066	07/23/21
08565	CREATIVE DISCOURSE	07/19/21 Equity Consultation 6/17 1144	210-5-30-10-330.000 Professional Services	300.00	35069	07/23/21
25715	DONALD L. HAMLIN CONSULT	07/14/21 services 6/1-630-21 and 7 18-816	210-5-40-12-330.000 Professional Services	83.62	35072	07/23/21
25715	DONALD L. HAMLIN CONSULT	07/14/21 service period 6/1-6/30/2 21-810	210-5-40-12-330.000 Professional Services	712.50	35072	07/23/21

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
23215	07/13/21	ESSEX EQUIPMENT INC CHAIN,CARBIDE.325-.063 107942370001	210-5-40-12-431.000 R&M Buildings & Grounds	197.94	35077	07/23/21
23215	07/14/21	ESSEX EQUIPMENT INC 18" BAR 107944320001	210-5-40-12-431.000 R&M Buildings & Grounds	48.38	35077	07/23/21
23215	07/16/21	ESSEX EQUIPMENT INC RULE,FOLDING 6'ENGINEERS 107947400001	210-5-40-12-610.000 General Supplies	42.56	35077	07/23/21
23955	04/26/21	F.E. HART FENCE CO. INC fencing for Sugartree Lan 29413	210-5-40-12-610.000 General Supplies	82.25	35079	07/23/21
28155	07/14/21	FH PRESSURE WASHING Pressure Washing 9891	210-5-25-10-431.000 R&M Buildings & Grounds	200.00	35082	07/23/21
21845	07/19/21	FIRST NATIONAL BANK OMAHA Tech, J Prog, A Prog, Pos 0017071921	210-5-35-10-505.000 Tech. Subs, Licenses	118.66	35084	07/23/21
21845	07/19/21	FIRST NATIONAL BANK OMAHA Tech, J Prog, A Prog, Pos 0017071921	210-5-35-10-505.000 Tech. Subs, Licenses	335.76	35084	07/23/21
21845	07/19/21	FIRST NATIONAL BANK OMAHA Tech, J Prog, A Prog, Pos 0017071921	210-5-35-10-840.202 Childrens Programs	47.79	35084	07/23/21
21845	07/19/21	FIRST NATIONAL BANK OMAHA Tech, J Prog, A Prog, Pos 0017071921	210-5-35-10-560.000 Postage	100.85	35084	07/23/21
21845	07/19/21	FIRST NATIONAL BANK OMAHA Tech, J Prog, A Prog, Pos 0017071921	210-5-35-10-840.201 Adult Programs	12.25	35084	07/23/21
19160	06/23/21	FIRST NATIONAL BANK OMAHA Credit Card - Duggan 0617 062321	210-5-10-10-610.000 General Supplies	54.10	35085	07/23/21
19005	07/01/21	FIRSTLIGHT FIBER Telephone Tech Access fo 9417742	210-5-35-10-505.000 Tech. Subs, Licenses	48.69	35087	07/23/21
19005	07/01/21	FIRSTLIGHT FIBER Telephone Tech Access fo 9417742	210-5-41-21-530.000 Communications	230.96	35087	07/23/21
21240	07/09/21	HICKOK & BOARDMAN HRI Advisory Agreement FY21Q4 20210729	210-5-10-10-210.000 Group Insurance	135.00	35095	07/23/21
21240	07/09/21	HICKOK & BOARDMAN HRI Advisory Agreement FY21Q4 20210729	210-5-13-10-210.000 Group Insurance	45.00	35095	07/23/21
21240	07/09/21	HICKOK & BOARDMAN HRI Advisory Agreement FY21Q4 20210729	210-5-40-12-210.000 Group Insurance	108.00	35095	07/23/21
21240	07/09/21	HICKOK & BOARDMAN HRI Advisory Agreement FY21Q4 20210729	210-5-40-13-210.000 Group Insurance	23.85	35095	07/23/21
21240	07/09/21	HICKOK & BOARDMAN HRI Advisory Agreement FY21Q4 20210729	210-5-35-10-210.000 Group Insurance	225.00	35095	07/23/21
21240	07/09/21	HICKOK & BOARDMAN HRI Advisory Agreement FY21Q4 20210729	210-5-16-10-210.000 Group Insurance	90.00	35095	07/23/21
21240	07/09/21	HICKOK & BOARDMAN HRI Advisory Agreement FY21Q4 20210729	210-5-30-10-210.000 Group Insurance	180.00	35095	07/23/21
21240	07/09/21	HICKOK & BOARDMAN HRI Advisory Agreement FY21Q4 20210729	210-5-30-12-210.000 Group Insurance	90.00	35095	07/23/21
33495	06/20/21	INGRAM LIBRARY SERVICES I Adult Collection 53458184	210-5-35-10-640.201 Adult Collection	132.99	35096	07/23/21
33495	06/25/21	INGRAM LIBRARY SERVICES I Adult Collection 53552481	210-5-35-10-640.201 Adult Collection	18.74	35096	07/23/21
33495	06/25/21	INGRAM LIBRARY SERVICES I Adult Collection 53552482	210-5-35-10-640.201 Adult Collection	16.46	35096	07/23/21
33495	06/25/21	INGRAM LIBRARY SERVICES I Adult Collection 53552483	210-5-35-10-640.201 Adult Collection	8.53	35096	07/23/21

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33495	07/02/21	INGRAM LIBRARY SERVICES I Adult Collection 53644654	210-5-35-10-640.201 Adult Collection	12.17	35096	07/23/21
37715	07/02/21	INTEGRITY COMMUNICATIONS Phone Updates 39920	210-5-30-10-530.000 Communications	286.73	35097	07/23/21
28135	07/12/21	JOURNYX, INC ClockView May 359	210-5-30-10-330.000 Professional Services	600.00	35102	07/23/21
28135	07/12/21	JOURNYX, INC ClockView June 360	210-5-30-10-330.000 Professional Services	600.00	35102	07/23/21
21865	07/19/21	LAFAYETTE HIGHWAY SPECIAL STREET SIGN BRACKETS 32448	210-5-40-12-451.000 Summer Construction Servi	164.50	35105	07/23/21
V10462	06/30/21	MONAGHAN SAFAR DUCHAM PL June 2021 Legal JUN21	210-5-10-10-320.000 Legal Services	35.00	35113	07/23/21
V10462	06/30/21	MONAGHAN SAFAR DUCHAM PL June 2021 Legal JUN21	210-5-10-10-320.000 Legal Services	8825.00	35113	07/23/21
V10462	06/30/21	MONAGHAN SAFAR DUCHAM PL June 2021 Legal JUN21	210-5-10-10-320.000 Legal Services	910.00	35113	07/23/21
V10462	06/30/21	MONAGHAN SAFAR DUCHAM PL June 2021 Legal JUN21	210-5-10-10-320.000 Legal Services	2430.00	35113	07/23/21
V10462	06/30/21	MONAGHAN SAFAR DUCHAM PL June 2021 Legal JUN21	210-5-10-10-320.000 Legal Services	262.50	35113	07/23/21
V10462	06/30/21	MONAGHAN SAFAR DUCHAM PL June 2021 Legal JUN21	210-5-10-10-320.000 Legal Services	255.00	35113	07/23/21
27395	07/10/21	MVP HEALTH CARE INC 43118 Health Prem Aug 21 Vill 080121V	210-5-10-10-210.000 Group Insurance	4554.38	35116	07/23/21
27395	07/10/21	MVP HEALTH CARE INC 43118 Health Prem Aug 21 Vill 080121V	210-5-40-12-210.000 Group Insurance	5233.28	35116	07/23/21
27395	07/10/21	MVP HEALTH CARE INC 43118 Health Prem Aug 21 Vill 080121V	210-5-40-13-210.000 Group Insurance	903.30	35116	07/23/21
27395	07/10/21	MVP HEALTH CARE INC 43118 Health Prem Aug 21 Vill 080121V	210-5-35-10-210.000 Group Insurance	7176.86	35116	07/23/21
27395	07/10/21	MVP HEALTH CARE INC 43118 Health Prem Aug 21 Vill 080121V	210-5-16-10-210.000 Group Insurance	1351.56	35116	07/23/21
27395	07/10/21	MVP HEALTH CARE INC 43118 Health Prem Aug 21 Vill 080121V	210-5-30-10-210.000 Group Insurance	7595.84	35116	07/23/21
27395	07/10/21	MVP HEALTH CARE INC 43118 Health Prem Aug 21 Vill 080121V	210-5-30-12-210.000 Group Insurance	2027.38	35116	07/23/21
24960	07/15/21	NORTHEAST DELTA DENTAL Dental Prem Aug 21 Villag 080121V	210-5-10-10-210.000 Group Insurance	233.98	35121	07/23/21
24960	07/15/21	NORTHEAST DELTA DENTAL Dental Prem Aug 21 Villag 080121V	210-5-13-10-210.000 Group Insurance	68.55	35121	07/23/21
24960	07/15/21	NORTHEAST DELTA DENTAL Dental Prem Aug 21 Villag 080121V	210-5-40-12-210.000 Group Insurance	346.64	35121	07/23/21
24960	07/15/21	NORTHEAST DELTA DENTAL Dental Prem Aug 21 Villag 080121V	210-5-40-13-210.000 Group Insurance	56.86	35121	07/23/21
24960	07/15/21	NORTHEAST DELTA DENTAL Dental Prem Aug 21 Villag 080121V	210-5-35-10-210.000 Group Insurance	496.26	35121	07/23/21
24960	07/15/21	NORTHEAST DELTA DENTAL Dental Prem Aug 21 Villag 080121V	210-5-16-10-210.000 Group Insurance	71.96	35121	07/23/21
24960	07/15/21	NORTHEAST DELTA DENTAL Dental Prem Aug 21 Villag 080121V	210-5-30-10-210.000 Group Insurance	517.76	35121	07/23/21

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24960	07/15/21	NORTHEAST DELTA DENTAL Dental Prem Aug 21 Villag 080121V	210-5-30-12-210.000 Group Insurance	104.53	35121	07/23/21
V10729	06/29/21	OVERDRIVE INC Adult Collection - June 2 01459DA21276	210-5-35-10-640.201 Adult Collection	3079.90	35124	07/23/21
23420	07/08/21	P & P SEPTIC SERVICE INC. Cascade Portolet July T557710	210-5-30-12-330.000 Professional Services	110.00	35125	07/23/21
V9862	07/19/21	PERCY RENTALS, SALES & SE OCD, FOOT 38285	210-5-40-12-610.000 General Supplies	906.52	35127	07/23/21
24855	07/22/21	PETTY CASH - CAITLIN FAY EJRP Petty Cash Reimburse 072221D	210-5-30-10-530.000 Communications	105.85	35129	07/23/21
25140	07/16/21	PIKE INDUSTRIES INC asphalt 1141267	210-5-40-12-605.000 Summer Construction Suppl	397.32	35131	07/23/21
25635	07/05/21	PIONEER MANUFACTURING CO Field Paint 792947	210-5-30-12-610.000 General Supplies	745.80	35132	07/23/21
02605	07/16/21	RAY REYNOLDS WELDING LLC Welding 002443	210-5-40-12-610.000 General Supplies	100.00	35136	07/23/21
03180	07/02/21	SAFETY SYSTEMS OF VT LLC Fire Alarm Service - Labo 20818	210-5-40-12-431.000 R&M Buildings & Grounds	167.90	35143	07/23/21
09105	07/13/21	SECURE SHRED Shredding Service July 367762	210-5-30-10-330.000 Professional Services	22.00	35145	07/23/21
24345	06/21/21	SENSOURCE INC Phone support 49014	210-5-41-21-400.000 Contracted Services	50.00	35146	07/23/21
29835	07/15/21	SHERWIN-WILLIAMS painting supplies 53967	210-5-40-12-610.000 General Supplies	10.27	35148	07/23/21
27115	10/28/20	STEWARDSHIP SLATE LLC Park St Roof - DEPOSIT 35 102820D	210-5-41-23-431.000 R&M Buildings & Grounds	3062.50	35155	07/23/21
28190	03/25/21	TEACHERS OF NATURE LLC Youth Programs 0069	210-5-35-10-840.202 Childrens Programs	149.00	35159	07/23/21
23395	07/13/21	VILLAGE HARDWARE - WILLIS cut wheel 513558	210-5-40-12-610.000 General Supplies	10.44	35167	07/23/21
21230	07/19/21	VISION SERVICE PLAN (CT) Vision Prem Aug 21 Villag 080121V	210-5-10-10-210.000 Group Insurance	58.19	35168	07/23/21
21230	07/19/21	VISION SERVICE PLAN (CT) Vision Prem Aug 21 Villag 080121V	210-5-13-10-210.000 Group Insurance	13.61	35168	07/23/21
21230	07/19/21	VISION SERVICE PLAN (CT) Vision Prem Aug 21 Villag 080121V	210-5-40-12-210.000 Group Insurance	67.94	35168	07/23/21
21230	07/19/21	VISION SERVICE PLAN (CT) Vision Prem Aug 21 Villag 080121V	210-5-40-13-210.000 Group Insurance	10.86	35168	07/23/21
21230	07/19/21	VISION SERVICE PLAN (CT) Vision Prem Aug 21 Villag 080121V	210-5-35-10-210.000 Group Insurance	90.55	35168	07/23/21
21230	07/19/21	VISION SERVICE PLAN (CT) Vision Prem Aug 21 Villag 080121V	210-5-16-10-210.000 Group Insurance	18.76	35168	07/23/21
21230	07/19/21	VISION SERVICE PLAN (CT) Vision Prem Aug 21 Villag 080121V	210-5-30-10-210.000 Group Insurance	86.81	35168	07/23/21
21230	07/19/21	VISION SERVICE PLAN (CT) Vision Prem Aug 21 Villag 080121V	210-5-30-12-210.000 Group Insurance	22.99	35168	07/23/21
07565	06/22/21	W B MASON CO INC Cleaning Supplies/Office 221143274	210-5-30-10-610.000 General Supplies	237.89	35174	07/23/21
07565	06/22/21	W B MASON CO INC Cleaning Supplies/Office 221143274	210-5-30-12-610.000 General Supplies	614.89	35174	07/23/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07565	06/25/21	Water Coolers 221259121	210-5-30-10-610.000 General Supplies	29.97	35174	07/23/21
07565	06/30/21	Office Supplies 221361337	210-5-30-10-610.000 General Supplies	148.18	35174	07/23/21
07565	07/08/21	Maint Supplies 221544250	210-5-30-12-610.000 General Supplies	1013.86	35174	07/23/21
07565	07/09/21	Maint Supplies 221578303	210-5-30-12-610.000 General Supplies	238.87	35174	07/23/21
07565	07/12/21	Maint Supplies 221616776	210-5-30-12-610.000 General Supplies	276.92	35174	07/23/21
07565	07/12/21	Supplies and Water 221623242	210-5-30-10-610.000 General Supplies	95.62	35174	07/23/21
07565	07/13/21	Toilet Paper 221649909	210-5-30-12-610.000 General Supplies	27.99	35174	07/23/21
07565	07/13/21	Office Supplies 221651286	210-5-30-10-610.000 General Supplies	17.87	35174	07/23/21
07565	07/12/21	Water Bottle Credit C1299118A	210-5-30-10-610.000 General Supplies	-6.00	35174	07/23/21
07565	07/12/21	Water Bottle Credit CM0005371	210-5-30-10-610.000 General Supplies	-36.00	35174	07/23/21
07565	07/13/21	Water Bottle Credit CM0012235	210-5-30-10-610.000 General Supplies	-6.00	35174	07/23/21
07565	06/17/21	Water Bottle Credit CR9118244	210-5-30-10-610.000 General Supplies	-12.00	35174	07/23/21
07565	07/01/21	Water Bottle Credit CR9155805	210-5-30-10-610.000 General Supplies	-36.00	35174	07/23/21
07565	07/01/21	Water Bottle Credit CR9155813	210-5-30-10-610.000 General Supplies	-12.00	35174	07/23/21
07565	07/01/21	Water Bottle Credit CR9155821	210-5-30-10-610.000 General Supplies	-24.00	35174	07/23/21
26395	05/31/21	UPWP TV SW pipes match 20200933	230-5-40-13-895.818 CCRPC UPWP Planning	330.00	35054	07/23/21
V10462	06/30/21	June 2021 Legal JUN21	230-5-16-10-890.824 Cres. Connector	405.00	35113	07/23/21
21240	07/09/21	Advisory Agreement FY21Q4 20210729	254-5-54-20-210.000 Group Insurance	112.50	35095	07/23/21
03070	07/16/21	Postage 071621V	254-5-54-20-560.000 Postage	449.65	35112	07/23/21
03070	07/20/21	UB mailing 53371	254-5-54-20-560.000 Postage	325.20	35112	07/23/21
27395	07/10/21	Health Prem Aug 21 Vill 080121V	254-5-54-20-210.000 Group Insurance	4692.66	35116	07/23/21
24960	07/15/21	Dental Prem Aug 21 Villag 080121V	254-5-54-20-210.000 Group Insurance	256.60	35121	07/23/21
21230	07/19/21	Vision Prem Aug 21 Villag 080121V	254-5-54-20-210.000 Group Insurance	49.13	35168	07/23/21
42625	05/01/21	Gravity Bypass 79838	255-5-55-70-730.001 Energy Conservation	260.58	35038	07/23/21
11375	07/01/21	July Grit Service 3184248	255-5-55-30-421.000 Grit Disposal	1025.83	35051	07/23/21

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
23455	07/16/21	CHITTENDEN SOLID WASTE DI	84.49 Wet Tons	255-5-55-30-568.000	7423.29	35058	07/23/21
			20215-ESS	Biosolids Subcontractor			
21240	07/09/21	HICKOK & BOARDMAN HRI	Advisory Agreement FY21Q4	255-5-55-30-210.000	232.65	35095	07/23/21
			20210729	Group Insurance			
27395	07/10/21	MVP HEALTH CARE INC 43118	Health Prem Aug 21 Vill	255-5-55-30-210.000	7848.23	35116	07/23/21
			080121V	Group Insurance			
24960	07/15/21	NORTHEAST DELTA DENTAL	Dental Prem Aug 21 Villag	255-5-55-30-210.000	455.66	35121	07/23/21
			080121V	Group Insurance			
03180	06/01/21	SAFETY SYSTEMS OF VT LLC	Fire Alarm Service - trou	255-5-55-30-570.000	130.00	35143	07/23/21
			20751	Other Purchased Services			
V2124	07/17/21	STAPLES ADVANTAGE	office supplies	255-5-55-30-610.000	436.56	35152	07/23/21
			3482126813	General Supplies			
21230	07/19/21	VISION SERVICE PLAN (CT)	Vision Prem Aug 21 Villag	255-5-55-30-210.000	99.09	35168	07/23/21
			080121V	Group Insurance			
21240	07/09/21	HICKOK & BOARDMAN HRI	Advisory Agreement FY21Q4	256-5-56-40-210.000	108.00	35095	07/23/21
			20210729	Group Insurance			
03070	07/16/21	MINUTEMAN PRESS	Postage	256-5-56-40-560.000	899.42	35112	07/23/21
			071621V	Postage			
03070	07/20/21	MINUTEMAN PRESS	UB mailing	256-5-56-40-560.000	651.39	35112	07/23/21
			53371	Postage			
27395	07/10/21	MVP HEALTH CARE INC 43118	Health Prem Aug 21 Vill	256-5-56-40-210.000	3353.31	35116	07/23/21
			080121V	Group Insurance			
24960	07/15/21	NORTHEAST DELTA DENTAL	Dental Prem Aug 21 Villag	256-5-56-40-210.000	176.70	35121	07/23/21
			080121V	Group Insurance			
21230	07/19/21	VISION SERVICE PLAN (CT)	Vision Prem Aug 21 Villag	256-5-56-40-210.000	34.82	35168	07/23/21
			080121V	Group Insurance			
37985	06/23/21	A T & T MOBILITY	EJRP Cell Phones June	259-5-30-15-530.000	278.10	35034	07/23/21
			8727992 0621	Communications			
37985	06/27/21	A T & T MOBILITY	EJRP Cell Phones IBR Hot	259-5-30-15-530.000	382.52	35035	07/23/21
			873018 0621	Communications			
19815	07/17/21	AMAZON CAPITAL SERVICES	Discovery Supplies	259-5-30-17-610.000	50.43	35039	07/23/21
			117LQHX3NRCT	General Supplies			
19815	07/13/21	AMAZON CAPITAL SERVICES	CMS Supplies	259-5-30-17-610.000	194.53	35039	07/23/21
			173GC1GL7VP3	General Supplies			
19815	07/08/21	AMAZON CAPITAL SERVICES	Camp Reach Supplies	259-5-30-17-610.000	253.34	35039	07/23/21
			1GL3QK139FC9	General Supplies			
19815	07/08/21	AMAZON CAPITAL SERVICES	Reach Supplies CREDIT	259-5-30-17-610.000	-73.15	35039	07/23/21
			1GL3QK139FCA	General Supplies			
19815	07/14/21	AMAZON CAPITAL SERVICES	Reach Fleming Supplies	259-5-30-17-610.000	85.58	35039	07/23/21
			1MJJPHWFCMJ6	General Supplies			
19815	07/14/21	AMAZON CAPITAL SERVICES	Pool House Showers	259-5-30-11-431.000	415.20	35039	07/23/21
			1NQYRWXT9YTW	R&M Buildings & Grounds			
19815	06/20/21	AMAZON CAPITAL SERVICES	Camp Discovery CREDIT	259-5-30-17-610.000	-8.97	35039	07/23/21
			1PRHYTP3CPJ	General Supplies			
19815	07/15/21	AMAZON CAPITAL SERVICES	Camp STAR Supplies	259-5-30-17-610.000	99.12	35039	07/23/21
			1RRN313NN9HY	General Supplies			
19815	07/08/21	AMAZON CAPITAL SERVICES	Camp Reach Fleming Suppli	259-5-30-17-610.000	21.40	35039	07/23/21
			1WP4WCLD7H93	General Supplies			
19815	07/08/21	AMAZON CAPITAL SERVICES	Camp REACH Supplies	259-5-30-17-610.000	19.60	35039	07/23/21
			1WP4WCLD9LCR	General Supplies			

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28210	06/29/21	CATAMOUNT FAMILY CENTER, Camp Venture Field Trip 062921D	259-5-30-17-580.000 Travel	84.00	35052	07/23/21
28210	07/05/21	CATAMOUNT FAMILY CENTER, Venture to Catamount 7/1 070521D	259-5-30-17-580.000 Travel	66.00	35052	07/23/21
28130	07/06/21	COLCHESTER PAINTBALL, INC Camp STAR Paintball 8/13 2021006	259-5-30-17-580.000 Travel	500.00	35061	07/23/21
45160	07/19/21	COOL POOLS SH Pool Chemicals 28W1	259-5-30-11-610.000 General Supplies	4410.00	35065	07/23/21
31545	06/30/21	COSTCO #314 Camp STAR Supplies 063021D	259-5-30-17-610.000 General Supplies	103.47	35067	07/23/21
35260	07/06/21	EAST COAST PRINTERS INC CMS Flag 06022138	259-5-30-17-610.000 General Supplies	75.00	35074	07/23/21
42360	06/24/21	ECHO AT THE LEAHY CENTER Camp Field Trip 6/23 P0515196	259-5-30-17-580.000 Travel	406.00	35075	07/23/21
03520	06/30/21	ESSEX CINEMAS Camp Venture Field Trip6/ 063021D	259-5-30-17-580.000 Travel	238.10	35076	07/23/21
04640	06/28/21	FASTENAL INDUSTRIAL & CON First Aid Supplies VTBUR296078	259-5-30-17-610.000 General Supplies	27.74	35080	07/23/21
25325	07/15/21	FILLION ASSOCIATES, INC Pool Chemicals 31240	259-5-30-11-431.000 R&M Buildings & Grounds	3198.07	35083	07/23/21
21240	07/09/21	HICKOK & BOARDMAN HRI Advisory Agreement FY21Q4 20210729	259-5-30-15-210.000 Group Insurance	270.00	35095	07/23/21
21240	07/09/21	HICKOK & BOARDMAN HRI Advisory Agreement FY21Q4 20210729	259-5-30-16-210.000 Group Insurance	180.00	35095	07/23/21
11410	06/23/21	ISHAM FAMILY FARM LLC Camp Field Trip 6/23 062321D	259-5-30-14-580.000 Travel	600.00	35099	07/23/21
28255	07/01/21	JOHN LEO & SONS INC Camp Reach Field Trip 7/1 070121D	259-5-30-17-580.000 Travel	342.00	35101	07/23/21
35460	06/30/21	KEVIN SMITH'S SPORTS CONN Soccer Balls 274094	259-5-30-14-610.000 General Supplies	660.00	35103	07/23/21
24900	07/01/21	LAWRENCE KATHLEEN M Baking for Beginners 070121D 1	259-5-30-14-330.000 Professional Services	516.80	35106	07/23/21
24900	07/01/21	LAWRENCE KATHLEEN M Baking for Beginners 070121D 2	259-5-30-14-330.000 Professional Services	516.80	35106	07/23/21
24900	07/16/21	LAWRENCE KATHLEEN M Baking for Beginners 071621D	259-5-30-14-330.000 Professional Services	912.00	35106	07/23/21
24900	07/16/21	LAWRENCE KATHLEEN M Kids and Cuisine Camp 071621DA	259-5-30-14-330.000 Professional Services	528.00	35106	07/23/21
06030	06/22/21	LOGAN TINA Drawing Painting Camp 062221D	259-5-30-14-330.000 Professional Services	3440.00	35107	07/23/21
06030	06/30/21	LOGAN TINA Artists Book Camp 063021D	259-5-30-14-330.000 Professional Services	2480.00	35107	07/23/21
06030	07/08/21	LOGAN TINA Drawing and Painting Camp 070821D	259-5-30-14-330.000 Professional Services	2880.00	35107	07/23/21
22020	06/24/21	MAZZA PAUL Camp Field ReachTrip 88609	259-5-30-17-580.000 Travel	323.44	35109	07/23/21
14570	07/06/21	METROROCK STATION / VERTI Camp Reach Field Trip 88678	259-5-30-17-580.000 Travel	766.00	35110	07/23/21
14570	07/09/21	METROROCK STATION / VERTI Camp Reach Fleming Field 88775	259-5-30-17-580.000 Travel	752.00	35110	07/23/21

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27395	07/10/21	MVP HEALTH CARE INC 43118 Health Prem Aug 21 Vill 080121V	259-5-30-15-210.000 Group Insurance	3378.90	35116	07/23/21
27395	07/10/21	MVP HEALTH CARE INC 43118 Health Prem Aug 21 Vill 080121V	259-5-30-16-210.000 Group Insurance	5149.48	35116	07/23/21
24960	07/15/21	NORTHEAST DELTA DENTAL Dental Prem Aug 21 Villag 080121V	259-5-30-15-210.000 Group Insurance	323.82	35121	07/23/21
24960	07/15/21	NORTHEAST DELTA DENTAL Dental Prem Aug 21 Villag 080121V	259-5-30-16-210.000 Group Insurance	330.84	35121	07/23/21
24855	07/22/21	PETTY CASH - CAITLIN FAY EJRP Petty Cash Reimburse 072221D	259-5-30-17-610.000 General Supplies	252.85	35129	07/23/21
24830	05/10/21	REINHART FOODSERVICE RK MSP Snack 474333	259-5-30-15-610.000 General Supplies	36.05	35137	07/23/21
24830	06/24/21	REINHART FOODSERVICE Camp Reach Fleming Snack 497762	259-5-30-17-610.000 General Supplies	159.76	35137	07/23/21
24830	06/24/21	REINHART FOODSERVICE Camp Reach EES Snack 497770	259-5-30-17-610.000 General Supplies	159.76	35137	07/23/21
24830	06/28/21	REINHART FOODSERVICE CMS Snack 498263	259-5-30-17-610.000 General Supplies	316.80	35137	07/23/21
24830	07/01/21	REINHART FOODSERVICE Camp Reach Fleming Snack 500031	259-5-30-17-610.000 General Supplies	153.39	35137	07/23/21
24830	07/01/21	REINHART FOODSERVICE Camp Reach EES Snack 500035	259-5-30-17-610.000 General Supplies	115.73	35137	07/23/21
24830	07/01/21	REINHART FOODSERVICE Camp Discovery Snack 500682	259-5-30-17-610.000 General Supplies	183.48	35137	07/23/21
24830	07/08/21	REINHART FOODSERVICE Camp Reach Fleming Snack 503977	259-5-30-17-610.000 General Supplies	173.47	35137	07/23/21
24830	07/08/21	REINHART FOODSERVICE Camp Reach EES Snack 503980	259-5-30-17-610.000 General Supplies	189.43	35137	07/23/21
24830	07/12/21	REINHART FOODSERVICE CMS Snack 505731	259-5-30-17-610.000 General Supplies	211.35	35137	07/23/21
24830	07/15/21	REINHART FOODSERVICE Camp Reach Fleming Snack 507083	259-5-30-17-610.000 General Supplies	136.03	35137	07/23/21
24830	07/15/21	REINHART FOODSERVICE Camp Reach EES Snack 507095	259-5-30-17-610.000 General Supplies	134.31	35137	07/23/21
24830	07/19/21	REINHART FOODSERVICE CMS Snack 508124	259-5-30-17-610.000 General Supplies	227.51	35137	07/23/21
24830	07/19/21	REINHART FOODSERVICE Camp Discovery Snack 508796	259-5-30-17-610.000 General Supplies	237.53	35137	07/23/21
28230	07/13/21	ROMAN COURTNEY Culinary Camp 2 Sessions 071321D	259-5-30-14-330.000 Professional Services	7776.00	35140	07/23/21
10435	07/01/21	SCREENMYLOGO.COM Jr Hornets Shirts 18743	259-5-30-14-610.000 General Supplies	375.00	35144	07/23/21
14160	06/25/21	SHELBURNE MUSEUM Shelburne Museum Addition 001	259-5-30-17-580.000 Travel	30.00	35147	07/23/21
14160	06/25/21	SHELBURNE MUSEUM Camp Star Field Trip - Ju 062521D	259-5-30-17-580.000 Travel	300.00	35147	07/23/21
14160	06/25/21	SHELBURNE MUSEUM Camp Reach 8/4 8/5 062521DA	259-5-30-17-580.000 Travel	450.00	35147	07/23/21
14160	06/25/21	SHELBURNE MUSEUM Camp Field Trips 062521DB	259-5-30-17-580.000 Travel	500.00	35147	07/23/21

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
17675	05/12/21	SMUGGLERS NOTCH RESORT Camp Reach Field Trip (\$5 1A	259-5-30-17-580.000 Travel	2000.00	35150	07/23/21
45825	07/08/21	SPARE TIME Camp Reach Fleming Field 16839329	259-5-30-17-580.000 Travel	636.00	35151	07/23/21
45825	07/08/21	SPARE TIME Camp Reach EES Field Trip 16839438	259-5-30-17-580.000 Travel	672.00	35151	07/23/21
45825	07/02/21	SPARE TIME CMS Field Trip 7/2 17830118	259-5-30-17-580.000 Travel	1734.00	35151	07/23/21
45825	07/08/21	SPARE TIME Venture Field Trip 7/8 18429653	259-5-30-17-580.000 Travel	256.00	35151	07/23/21
45825	07/09/21	SPARE TIME Camp STAR 7/9 Field Trip 18435038	259-5-30-17-580.000 Travel	700.00	35151	07/23/21
42075	06/24/21	STATE OF VERMONT Camp Discovery Field Trip 062421D	259-5-30-17-580.000 Travel	141.00	35153	07/23/21
42075	07/16/21	STATE OF VERMONT CMS Field Trip 7/16 071621D	259-5-30-17-580.000 Travel	198.00	35154	07/23/21
42075	07/05/21	STATE OF VERMONT Discovery Field Trip 7/5 1	259-5-30-17-580.000 Travel	143.00	35154	07/23/21
23495	06/28/21	STUDENT TRANSPORTATION OF Camp Reach Bussing 70125324	259-5-30-15-580.000 Travel	4588.50	35156	07/23/21
23495	06/28/21	STUDENT TRANSPORTATION OF Camp STAR to Oakledge 70125325	259-5-30-17-580.000 Travel	652.14	35156	07/23/21
23495	06/28/21	STUDENT TRANSPORTATION OF CMS to Shel. Museum 70125326	259-5-30-17-580.000 Travel	1049.61	35156	07/23/21
23495	06/28/21	STUDENT TRANSPORTATION OF Camp Discovery to MSP 70125327	259-5-30-17-580.000 Travel	1272.64	35156	07/23/21
23495	06/30/21	STUDENT TRANSPORTATION OF Camp Reach to Smuggs 70125892	259-5-30-17-580.000 Travel	1431.25	35156	07/23/21
23495	07/05/21	STUDENT TRANSPORTATION OF Camp Reach to Bayside Pk 70126016	259-5-30-17-580.000 Travel	253.85	35156	07/23/21
23495	07/05/21	STUDENT TRANSPORTATION OF CMS to Spare Time 70126017	259-5-30-17-580.000 Travel	222.05	35156	07/23/21
23495	07/05/21	STUDENT TRANSPORTATION OF CMS Field Trip to Spare T 70126018	259-5-30-17-580.000 Travel	407.49	35156	07/23/21
23495	07/12/21	STUDENT TRANSPORTATION OF Camp STAR to Spare Time 7 70126222	259-5-30-17-580.000 Travel	454.90	35156	07/23/21
23495	07/12/21	STUDENT TRANSPORTATION OF CMS to Get Air Field Trip 70126224	259-5-30-17-580.000 Travel	624.14	35156	07/23/21
23495	07/12/21	STUDENT TRANSPORTATION OF Camp Reach Bus 7/6-8 70126226	259-5-30-17-580.000 Travel	553.92	35156	07/23/21
23495	07/12/21	STUDENT TRANSPORTATION OF Camp Reach Bus 7/6-8 70126227	259-5-30-17-580.000 Travel	582.72	35156	07/23/21
23495	07/19/21	STUDENT TRANSPORTATION OF Camp STAR Trip to Mt Phil 70126497	259-5-30-17-580.000 Travel	721.32	35156	07/23/21
23495	07/19/21	STUDENT TRANSPORTATION OF Camp Reach Fleming 7/12-1 70126501	259-5-30-17-580.000 Travel	1734.85	35156	07/23/21
23495	07/19/21	STUDENT TRANSPORTATION OF Reach Bus 7/13-16 70126502	259-5-30-17-580.000 Travel	1864.53	35156	07/23/21
27815	07/16/21	THE ICE CENTER Ice Center Field Trip 7/1 000023	259-5-30-17-580.000 Travel	420.00	35160	07/23/21

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
21230	VISION SERVICE PLAN (CT)	07/19/21	Vision Prem Aug 21 Villag 080121V	259-5-30-15-210.000 Group Insurance	84.42	35168	07/23/21
21230	VISION SERVICE PLAN (CT)	07/19/21	Vision Prem Aug 21 Villag 080121V	259-5-30-16-210.000 Group Insurance	67.55	35168	07/23/21
07565	W B MASON CO INC	06/24/21	Camp Folding Tables 221212246	259-5-30-17-610.000 General Supplies	627.60	35174	07/23/21
28100	ZACHARY'S PIZZA	07/02/21	Camp Reach Field Trip 7/2 001	259-5-30-17-580.000 Travel	315.00	35177	07/23/21
Report Total					----- 167307.09 =====		

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Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	07/12/21	Spark Plug 455211934463	210-5-30-12-610.000 General Supplies	6.72	35179	07/30/21
05290	ADVANCE AUTO PARTS	07/02/21	PM-CLEAR TOP COAT 552118344332	210-5-40-12-610.000 General Supplies	9.92	35179	07/30/21
05290	ADVANCE AUTO PARTS	07/09/21	Aery En 2X Satin Alm 1 552119044564	210-5-40-12-610.000 General Supplies	15.62	35179	07/30/21
05290	ADVANCE AUTO PARTS	07/13/21	150 PC HAIR PIN ASSO1 552119444680	210-5-40-12-610.000 General Supplies	8.27	35179	07/30/21
05290	ADVANCE AUTO PARTS	07/15/21	BRITE TOUCH-PRMR GRY 552119650119	210-5-40-12-610.000 General Supplies	11.82	35179	07/30/21
24455	ALLEGIANCE TRUCKS	05/12/21	Filter X201023179:0	210-5-25-10-430.000 R&M Vehicles & Equipment	126.25	35180	07/30/21
07465	BIBENS ACE HARDWARE INC	07/15/21	COOLER FOR EVENTS 41876	210-5-17-10-850.000 Community Events and Cele	36.99	35184	07/30/21
07465	BIBENS ACE HARDWARE INC	07/19/21	Concrete Mix/Parts cascad 41893	210-5-30-12-610.000 General Supplies	37.51	35184	07/30/21
07465	BIBENS ACE HARDWARE INC	07/20/21	Repair Supplies 41904	210-5-30-12-610.000 General Supplies	87.28	35184	07/30/21
02235	BOUND TREE MEDICAL LLC	07/07/21	Gloves, Cobalt, XL, Nitri 84121976	210-5-25-10-613.000 Program Supplies	236.53	35186	07/30/21
02235	BOUND TREE MEDICAL LLC	07/07/21	Fingertip Pulse Oximeter 84121977	210-5-25-10-613.000 Program Supplies	130.98	35186	07/30/21
20840	BULLDOG FIRE APPARATUS OF	07/16/21	Lenses P00385	210-5-25-10-430.000 R&M Vehicles & Equipment	134.00	35187	07/30/21
04940	COMCAST	07/03/21	Cable TV 0207722 0721	210-5-25-10-530.000 Communications	18.66	35195	07/30/21
31545	COSTCO #314	08/04/21	Supplies 08042021	210-5-25-10-610.000 General Supplies	191.70	35198	07/30/21
11870	CVC PAGING	07/25/21	AIRTIME FEE 8/1/21 to 7/3 10377309	210-5-40-12-442.000 Rental Vehicles/Equip	69.00	35201	07/30/21
40025	E J PRESCOTT INC	07/22/21	18 x 10 CMP Plain 16 GA 5896996	210-5-40-12-575.000 Storm Sewer Maintenance	305.76	35204	07/30/21
23215	ESSEX EQUIPMENT INC	07/23/21	STAKES, GRADE 107954610001	210-5-40-12-610.000 General Supplies	24.70	35207	07/30/21
05020	ESSEX JCT VILLAGE OF	07/15/21	multi water/sewer accts 2 071521D	210-5-40-12-410.000 Water and Sewer Charges	890.60	35208	07/30/21
05020	ESSEX JCT VILLAGE OF	07/15/21	multi water/sewer accts 2 071521D	210-5-40-12-571.000 Streetscape Maintenance	589.79	35208	07/30/21
05020	ESSEX JCT VILLAGE OF	07/15/21	WATER SPRINKLER 2 LINCOLN 10290090000H	210-5-41-20-410.000 Water and Sewer Charges	68.63	35208	07/30/21
05020	ESSEX JCT VILLAGE OF	07/15/21	W/S LINCOLN HALL 10290090000I	210-5-41-20-410.000 Water and Sewer Charges	121.27	35208	07/30/21
05020	ESSEX JCT VILLAGE OF	07/15/21	Water Sewer 10290090000A	210-5-41-22-410.000 Water and Sewer Charges	183.32	35208	07/30/21
18000	FERGUSON WATERWORKS #590	07/22/21	COR MTL BAND 1037356	210-5-40-12-575.000 Storm Sewer Maintenance	53.46	35212	07/30/21
18000	FERGUSON WATERWORKS #590	07/26/21	5-1/4 CI VLV BX LID WTR 1037891	210-5-40-12-451.000 Summer Construction Servi	100.08	35212	07/30/21
07010	GREEN MOUNTAIN POWER CORP	07/13/21	non-solar accounts 6/11-7 02062000001E	210-5-40-12-622.200 Streetlight Electricity	10469.35	35219	07/30/21

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07010	GREEN MOUNTAIN POWER CORP	07/13/21	non-solar accounts 6/11-7 02062000001E	210-5-40-12-622.200 Streetlight Electricity	648.56	35219	07/30/21
07010	GREEN MOUNTAIN POWER CORP	07/09/21	solar accounts 6/8-7/8/21 07/09/21D	210-5-41-20-622.000 Electricity	102.82	35220	07/30/21
07010	GREEN MOUNTAIN POWER CORP	07/09/21	solar accounts 6/8-7/8/21 07/09/21D	210-5-41-23-622.000 Electricity	56.01	35220	07/30/21
07010	GREEN MOUNTAIN POWER CORP	07/09/21	solar accounts 6/8-7/8/21 07/09/21D	210-5-40-12-622.000 Electricity	35.17	35220	07/30/21
07010	GREEN MOUNTAIN POWER CORP	07/09/21	solar accounts 6/8-7/8/21 07/09/21D	210-5-41-22-622.000 Electricity	102.81	35220	07/30/21
07010	GREEN MOUNTAIN POWER CORP	07/09/21	solar accounts 6/8-7/8/21 07/09/21D	210-5-40-12-622.200 Streetlight Electricity	80.26	35220	07/30/21
07010	GREEN MOUNTAIN POWER CORP	07/09/21	solar accounts 6/8-7/8/21 07/09/21D	210-5-41-21-622.000 Electricity	203.74	35220	07/30/21
07010	GREEN MOUNTAIN POWER CORP	07/09/21	MSP Gas June 50853241748F	210-5-41-26-622.000 Electricity	501.59	35224	07/30/21
07010	GREEN MOUNTAIN POWER CORP	07/09/21	MSP Power June 90443107223E	210-5-41-26-622.000 Electricity	38.99	35226	07/30/21
24670	KERSHNER SIGNS INC	07/08/21	Installing Reflective on 8910	210-5-25-10-430.000 R&M Vehicles & Equipment	180.00	35233	07/30/21
06030	LOGAN TINA	07/08/21	Children's Programs: July 07082021BL	210-5-35-10-840.202 Childrens Programs	122.85	35235	07/30/21
V10130	LOWE'S BUSINESS ACCOUNT	07/14/21	Drywall Shelving 2278355	210-5-25-10-431.000 R&M Buildings & Grounds	33.18	35236	07/30/21
06675	NATIONAL BUSINESS TECHNOL	07/19/21	Copier usage 6/18-7/17/21 IN433354	210-5-35-10-442.000 Rental Vehicles/Equip	0.19	35243	07/30/21
06675	NATIONAL BUSINESS TECHNOL	07/19/21	Copier usage 6/18-7/17/21 IN433354	210-5-35-10-442.000 Rental Vehicles/Equip	76.56	35243	07/30/21
06675	NATIONAL BUSINESS TECHNOL	07/19/21	Copier usage 6/18-7/17/21 IN433354	210-5-40-12-442.000 Rental Vehicles/Equip	0.60	35243	07/30/21
06675	NATIONAL BUSINESS TECHNOL	07/19/21	Copier usage 6/18-7/17/21 IN433354	210-5-10-10-442.000 Rental Vehicles/Equip	34.27	35243	07/30/21
13475	NEEDHAM ELECTRIC SUPPLY (05/19/21	MPR Light Project S5627863001	210-5-30-12-610.000 General Supplies	95.37	35244	07/30/21
13475	NEEDHAM ELECTRIC SUPPLY (05/20/21	MPR Lights Project S5627863002	210-5-30-12-610.000 General Supplies	26.50	35244	07/30/21
26505	NEST COFFEE & BAKERY LLC	07/23/21	Coffee and pastries Amtra 218944030723	210-5-17-10-850.000 Community Events and Cele	259.54	35246	07/30/21
V10729	OVERDRIVE INC	06/30/21	Adult collection: June 20 01459DA21280	210-5-35-10-640.201 Adult Collection	606.81	35250	07/30/21
V10729	OVERDRIVE INC	07/02/21	Adult collection: July 20 01459DA21283	210-5-35-10-640.201 Adult Collection	597.76	35250	07/30/21
25140	PIKE INDUSTRIES INC	07/26/21	Asphalt 1143418	210-5-40-12-605.000 Summer Construction Suppl	456.66	35255	07/30/21
02050	RON BUSHEY'S SUNOCO	07/23/21	Truck #4 tire repair 1453	210-5-40-12-430.000 R&M Vehicles & Equipment	25.00	35258	07/30/21
11345	SANITARY EQUIPMENT CO INC	11/18/20	SS5000 part 0243030	210-5-40-12-430.000 R&M Vehicles & Equipment	-111.96	35261	07/30/21
11345	SANITARY EQUIPMENT CO INC	07/19/21	crank shaft for FMC water 0252839	210-5-40-12-430.000 R&M Vehicles & Equipment	7726.43	35261	07/30/21

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
29010	07/26/21	STROMOSKI RICK Children's Programs: July 072621	210-5-35-10-840.202 Childrens Programs	250.00	35265	07/30/21
28190	03/25/21	TEACHERS OF NATURE LLC Youth Programs 0070	210-5-35-10-840.202 Childrens Programs	149.00	35266	07/30/21
29825	07/21/21	VT GAS SYSTEMS 6/18-07/19/21 21321	210-5-41-20-621.000 Natural Gas/Heating	65.52	35273	07/30/21
29825	07/21/21	VT GAS SYSTEMS 6/18-07/19/21 21321	210-5-41-23-621.000 Natural Gas/Heating	135.04	35273	07/30/21
29825	07/21/21	VT GAS SYSTEMS 6/18-07/19/21 21321	210-5-40-12-621.000 Natural Gas/Heating	69.41	35273	07/30/21
29825	07/21/21	VT GAS SYSTEMS 6/18-07/19/21 21321	210-5-41-22-621.000 Natural Gas/Heating	50.52	35273	07/30/21
29825	07/21/21	VT GAS SYSTEMS 6/18-07/19/21 21321	210-5-41-21-621.000 Natural Gas/Heating	60.71	35273	07/30/21
23000	07/21/21	WHITCOMB 11/2" AA Crushed Concrete 900230002674	210-5-40-12-451.000 Summer Construction Servi	269.26	35277	07/30/21
36240	07/16/21	DUBOIS & KING INC Crescent Connector 81	230-5-16-10-890.824 Cres. Connector	1142.50	35203	07/30/21
V9632	07/22/21	HOYLE, TANNER & ASSOC, IN Densmore FEMA Constructio 0065167	230-5-40-13-890.801 Densmore Dr FEMA	16598.75	35228	07/30/21
V9632	07/22/21	HOYLE, TANNER & ASSOC, IN Densmore upstream final d 0065168	230-5-40-13-722.801 Densmore Dr non-FEMA	3193.75	35228	07/30/21
37965	07/07/21	S D IRELAND CONCRETE Densmore Dr Pay Req #3 927901 3	230-5-40-13-890.801 Densmore Dr FEMA	468351.45	35260	07/30/21
21740	07/19/21	FIRST NATIONAL BANK OMAHA WW Visa charges 6/22 to 6 0124 07/19/2	230-5-40-13-722.801 Densmore Dr non-FEMA	200.00	6591839	07/30/21
23435	06/30/21	CHAMPLAIN WATER DISTRICT Village Water June 2021 063021V	254-5-54-20-411.000 CWD Water Purchase	1141.97	35191	07/30/21
23435	06/30/21	CHAMPLAIN WATER DISTRICT Village Water June 2021 063021V	254-5-54-70-411.400 CWD Water Purchase - Glob	4917.75	35191	07/30/21
23435	06/30/21	CHAMPLAIN WATER DISTRICT Village Water June 2021 063021V	254-5-54-20-411.000 CWD Water Purchase	52827.70	35191	07/30/21
23435	06/30/21	CHAMPLAIN WATER DISTRICT Village Water June 2021 063021V	254-5-54-70-411.400 CWD Water Purchase - Glob	227495.11	35191	07/30/21
05020	07/15/21	ESSEX JCT VILLAGE OF multi water/sewer accts 2 071521D	254-5-54-20-410.000 Water and Sewer Charges	38.13	35208	07/30/21
07010	07/13/21	GREEN MOUNTAIN POWER CORP non-solar accounts 6/11-7 02062000001E	254-5-54-20-622.000 Electricity	80.01	35219	07/30/21
11345	11/18/20	SANITARY EQUIPMENT CO INC SS5000 part 0243030	254-5-54-20-610.000 General Supplies	-18.66	35261	07/30/21
11345	07/19/21	SANITARY EQUIPMENT CO INC crank shaft for FMC water 0252839	254-5-54-20-430.000 R&M Vehicles & Equipment	1287.74	35261	07/30/21
29825	07/21/21	VT GAS SYSTEMS 6/18-07/19/21 21321	254-5-54-20-621.000 Natural Gas/Heating	39.32	35273	07/30/21
V10609	07/19/21	2G ENERGY INC. G3670 415082100606	255-5-55-30-570.000 Other Purchased Services	2484.08	35178	07/30/21
05290	07/02/21	ADVANCE AUTO PARTS filters for EQ, headworks 552118359747	255-5-55-30-570.000 Other Purchased Services	54.35	35179	07/30/21
23455	07/22/21	CHITTENDEN SOLID WASTE DI 57.12 W Tons Grasslands 20216-ESS	255-5-55-30-568.000 Biosolids Subcontractor	5018.56	35192	07/30/21

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
06870	07/20/21	TKN Only	7/6/21	255-5-55-30-340.000	35.00	35206	07/30/21
		378527		Technical Services			
06870	07/27/21	TKN	7/14/21	255-5-55-30-340.000	35.00	35206	07/30/21
		379229		Technical Services			
05020	07/15/21	multi water/sewer accts 2	071521D 2	255-5-55-30-410.000	952.48	35208	07/30/21
				Water and Sewer Charges			
V10616	07/16/21	3585 Gal BIOXIDE	904989287	255-5-55-30-619.000	9500.25	35209	07/30/21
				Chemicals			
23980	07/13/21	Batteries odor logger oth	190320101501	255-5-55-30-570.000	35.96	35229	07/30/21
				Other Purchased Services			
23980	07/29/21	UPS PPLC Batteries	903201015075	255-5-55-30-570.000	102.60	35229	07/30/21
				Other Purchased Services			
42805	07/12/21	Bacteria for Odor Control	7PP1054	255-5-55-30-619.000	6128.07	35240	07/30/21
				Chemicals			
06675	07/19/21	Copier usage 6/18-7/17/21	IN433354	255-5-55-30-442.000	26.65	35243	07/30/21
				Rental Vehicles/Equip			
19455	07/12/21	CHP Siloxane ACTIVATED CA	30243	255-5-55-30-570.000	2401.17	35247	07/30/21
				Other Purchased Services			
V6590	07/21/21	Air handler filters	S100163245.0	255-5-55-30-570.000	191.16	35248	07/30/21
				Other Purchased Services			
03160	07/20/21	two POLYMER DEWATERING	20283	255-5-55-30-619.000	6900.00	35251	07/30/21
				Chemicals			
12775	07/27/21	Conduit connectors	9083	255-5-55-70-722.004	1023.99	35256	07/30/21
				Alkalinity Control			
12775	07/28/21	Replaced GFCI receptacles	9149	255-5-55-70-722.004	138.22	35256	07/30/21
				Alkalinity Control			
11345	11/18/20	SS5000 part	0243030	255-5-55-30-610.000	-18.66	35261	07/30/21
				General Supplies			
11345	07/19/21	crank shaft for FMC water	0252839	255-5-55-30-430.000	1287.74	35261	07/30/21
				R&M Vehicles & Equipment			
29825	07/21/21	6/18-07/19/21	21321	255-5-55-30-621.000	626.60	35273	07/30/21
				Natural Gas/Heating			
07565	06/30/21	distilled water and paper	221362197	255-5-55-30-610.000	107.03	35276	07/30/21
				General Supplies			
07565	06/30/21	distilled water and paper	221362197	255-5-55-30-618.000	86.92	35276	07/30/21
				Laboratory Supplies			
21740	07/19/21	WW Visa charges 6/22 to 6	0124 07/19/2	255-5-55-30-510.000	1440.00	6591839	07/30/21
				Permits, Licenses, Reg			
21740	07/19/21	WW Visa charges 6/22 to 6	0124 07/19/2	255-5-55-30-570.000	890.39	6591839	07/30/21
				Other Purchased Services			
21740	07/19/21	WW Visa charges 6/22 to 6	0124 07/19/2	255-5-55-30-610.000	27.00	6591839	07/30/21
				General Supplies			
05290	07/08/21	ANTIFREEZE West St PS	552118944526	256-5-56-40-434.002	15.19	35179	07/30/21
				West Street PS Costs			
40025	07/20/21	manhole covers	5887285	256-5-56-40-434.001	542.09	35204	07/30/21
				Susie Wilson PS Costs			
40025	07/20/21	manhole covers	5887285	256-5-56-40-434.002	542.09	35204	07/30/21
				West Street PS Costs			
05020	07/15/21	multi water/sewer accts 2	071521D 2	256-5-56-40-410.000	110.32	35208	07/30/21
				Water and Sewer Charges			

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
07010	GREEN MOUNTAIN POWER CORP	07/13/21	non-solar accounts 6/11-7 02062000001E	256-5-56-40-622.000 Electricity	420.15	35219	07/30/21
07010	GREEN MOUNTAIN POWER CORP	07/09/21	solar accounts 6/8-7/8/21 07/09/21D	256-5-56-40-434.002 West Street PS Costs	74.80	35220	07/30/21
07010	GREEN MOUNTAIN POWER CORP	07/09/21	solar accounts 6/8-7/8/21 07/09/21D	256-5-56-40-622.000 Electricity	80.37	35220	07/30/21
07010	GREEN MOUNTAIN POWER CORP	07/09/21	solar accounts 6/8-7/8/21 07/09/21D	256-5-56-40-434.001 Susie Wilson PS Costs	53.39	35220	07/30/21
11345	SANITARY EQUIPMENT CO INC	11/18/20	SS5000 part 0243030	256-5-56-40-610.000 General Supplies	-223.93	35261	07/30/21
11345	SANITARY EQUIPMENT CO INC	07/19/21	crank shaft for FMC water 0252839	256-5-56-40-430.000 R&M Vehicles & Equipment	15452.87	35261	07/30/21
29825	VT GAS SYSTEMS	07/21/21	6/18-07/19/21 21321	256-5-56-40-621.000 Natural Gas/Heating	44.93	35273	07/30/21
29825	VT GAS SYSTEMS	07/21/21	6/18-07/19/21 21321	256-5-56-40-434.001 Susie Wilson PS Costs	40.92	35273	07/30/21
29825	VT GAS SYSTEMS	07/21/21	6/18-07/19/21 21321	256-5-56-40-434.002 West Street PS Costs	43.33	35273	07/30/21
42665	AMAZON/SYNCB	06/10/21	EJRP Amazon June 0432266 0621	258-5-33-13-830.000 Regular Programs	167.70	35182	07/30/21
19815	AMAZON CAPITAL SERVICES	07/10/21	Pool Supplies 14CWKF3TQJ66	259-5-30-11-610.000 General Supplies	50.95	35181	07/30/21
19815	AMAZON CAPITAL SERVICES	07/10/21	Swim Lesson Supplies 17GGQTPGLW7G	259-5-30-11-610.000 General Supplies	21.99	35181	07/30/21
19815	AMAZON CAPITAL SERVICES	07/07/21	Pool Supplies 17NQLQPK4XL7	259-5-30-11-610.000 General Supplies	59.98	35181	07/30/21
19815	AMAZON CAPITAL SERVICES	07/15/21	Pool Supplies 1KVLWVFMRL3	259-5-30-11-610.000 General Supplies	94.97	35181	07/30/21
19815	AMAZON CAPITAL SERVICES	07/10/21	Swim Lesson Supplies 1XPPC7V6LY3G	259-5-30-11-610.000 General Supplies	147.95	35181	07/30/21
42665	AMAZON/SYNCB	06/10/21	EJRP Amazon June 0432266 0621	259-5-30-14-610.000 General Supplies	29.47	35182	07/30/21
42665	AMAZON/SYNCB	06/10/21	EJRP Amazon June 0432266 0621	259-5-30-17-610.000 General Supplies	119.82	35182	07/30/21
42665	AMAZON/SYNCB	06/10/21	EJRP Amazon June 0432266 0621	259-5-30-11-610.000 General Supplies	71.98	35182	07/30/21
42665	AMAZON/SYNCB	06/10/21	EJRP Amazon June 0432266 0621	259-5-30-16-610.000 General Supplies	82.32	35182	07/30/21
23215	ESSEX EQUIPMENT INC	07/13/21	July 4th Event Lights 107930420001	259-5-30-14-610.000 General Supplies	994.29	35207	07/30/21
44980	FACE MANIA	07/04/21	July 4 Face Painting 2021718	259-5-30-14-330.000 Professional Services	725.00	35210	07/30/21
V10026	KELLY MARCY M	07/04/21	July 4th Balloon Art I210615102	259-5-30-14-330.000 Professional Services	300.00	35232	07/30/21
06675	NATIONAL BUSINESS TECHNOL	07/19/21	Copier usage 6/18-7/17/21 IN433354	259-5-30-10-442.000 Rental Vehicles/Equip	277.89	35243	07/30/21
24855	PETTY CASH - CAITLIN FAY	07/29/21	EJRP Petty Cash Reimburse 072921D	259-5-30-17-580.000 Travel	124.00	35254	07/30/21
24855	PETTY CASH - CAITLIN FAY	07/29/21	EJRP Petty Cash Reimburse 072921D	259-5-30-17-610.000 General Supplies	71.31	35254	07/30/21

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
17420	07/08/21	RECREONICS INC Pool Supplies 865651	259-5-30-14-610.000 General Supplies	323.28	35257	07/30/21
12130	07/27/21	SMITH GABRIELLE Refund 113872	259-4-30-17-020.313 Childcare - DC	120.10	35263	07/30/21
25280	07/02/21	THE LIFEGUARD STORE Pool Whistles 001090530	259-5-30-11-610.000 General Supplies	150.00	35267	07/30/21
28225	07/01/21	VT GRANITE MUSEUM camp Reach field trip 070121D	259-5-30-17-580.000 Travel	342.00	35274	07/30/21
Report Total				----- 865118.98 =====		

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
27620	04/29/21	ACTION TARGET, INC. TARGETS 0502235IN	110-5-20-10-500.000 Training, Conf, Dues	288.54	35279	08/06/21
45420	07/12/21	ALLEN UNIFORM SALES INC CLASS A DRESS UNIFORM 0424784	110-5-25-10-612.000 Uniforms	340.81	35281	08/06/21
12480	07/28/21	ALPHA TESTING & ENGINEERI analysis of soils and agg 2136	110-5-40-12-570.000 Other Purchased Services	60.00	35282	08/06/21
19815	07/22/21	AMAZON CAPITAL SERVICES Return CREDIT 1FKVXWDRMVD4	110-5-30-11-610.000 General Supplies	-12.44	35283	08/06/21
19815	07/22/21	AMAZON CAPITAL SERVICES Dustpan Return Shipping C 1N4J49XKMRFG	110-5-30-11-610.000 General Supplies	-1.78	35283	08/06/21
19815	07/22/21	AMAZON CAPITAL SERVICES Cleaning Supplies 1WQ3KRCR93DL	110-5-30-11-610.000 General Supplies	44.25	35283	08/06/21
25595	07/14/21	AMERICAN RED CROSS Lifeguarding /CPR Cert. 22362487	110-5-30-10-330.000 Professional Services	400.00	35285	08/06/21
29140	08/03/21	BAKER ANDREW T & BARBARA Refund of Tax Credit 2047092000	110-2-00-00-200.002 Overpayments Payable	121.18	35287	08/06/21
07465	07/21/21	BIBENS ACE HARDWARE INC mouse traps 41922	110-5-41-15-610.000 General Supplies	29.99	35289	08/06/21
07465	07/28/21	BIBENS ACE HARDWARE INC Pool Trash Bags 42006	110-5-30-11-610.000 General Supplies	14.99	35289	08/06/21
07465	07/30/21	BIBENS ACE HARDWARE INC supplies for pw office 42032	110-5-41-14-610.000 General Supplies	40.97	35289	08/06/21
24475	07/26/21	BOND O'REILLY AUTO-ESSEX brake parts 5677-314284	110-5-40-12-430.001 R&M Vehicles - Supplies	114.99	35290	08/06/21
29125	08/03/21	BONNING JAMES W & SHARON Refund of Tax Credit 2061001057	110-2-00-00-200.002 Overpayments Payable	1244.10	35291	08/06/21
02035	07/01/21	BURLINGTON FREE PRESS Newspaper Subscription 3050180 721	110-5-35-10-640.201 Adult Collection	16.09	35295	08/06/21
25015	07/16/21	CAMP PRECAST INC OSHA lift pins 47597	110-5-40-12-610.000 General Supplies	155.00	35296	08/06/21
04320	07/31/21	CIVIC PLUS INC Civic Clerk 215621	110-5-10-10-330.000 Professional Services	4832.00	35301	08/06/21
23525	07/28/21	CLARK'S TRUCK CENTER INC Horn for trk 108 449876	110-5-40-12-430.001 R&M Vehicles - Supplies	56.90	35302	08/06/21
04940	07/17/21	COMCAST Internet/cable 81 Main 7/ 0109571 721	110-5-41-10-530.000 Communications	188.08	35306	08/06/21
04940	07/14/21	COMCAST SH Internet/Phone August 0116220 0721	110-5-30-11-530.000 Communications	149.95	35307	08/06/21
04940	07/19/21	COMCAST Internet 7/26-8/25/21 2 L 0136343 721	110-5-41-10-900.000 Transfer btwn Town/Villag	195.62	35308	08/06/21
04940	07/26/21	COMCAST PD CABLE/INTERNET 8/3-9/2 0136954 0721	110-5-20-10-432.000 R&M Technology	257.38	35309	08/06/21
04940	07/26/21	COMCAST PD CABLE/INTERNET 8/3-9/2 0136954 0721	110-5-20-10-530.000 Communications	70.42	35309	08/06/21
19330	07/18/21	CONSOLIDATED COMMUNICATIO Phone svc EFL 6/18-7/17/2 071821D	110-5-41-11-530.000 Communications	160.14	35312	08/06/21
33075	07/25/21	DELL MARKETING LP 5 COMPUTERS 10506083639	110-5-20-10-735.000 Tech: Equip/Hardware	4574.65	35314	08/06/21
17885	06/30/21	DENNISON LUBRICANTS INC bulk oil 3493085	110-5-40-12-430.001 R&M Vehicles - Supplies	2544.10	35315	08/06/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
39060	06/30/21	Monthly Car washes 3798	110-5-20-10-430.000 R&M Vehicles & Equipment	111.00	35320	08/06/21
39060	07/31/21	Monthly Car washes 3805	110-5-20-10-430.000 R&M Vehicles & Equipment	44.00	35320	08/06/21
23215	07/28/21	gear oil/filters for Kubo 107959360001	110-5-40-12-430.001 R&M Vehicles - Supplies	535.35	35321	08/06/21
04640	06/22/21	SH Pool Supplies VTBUR295849	110-5-30-11-430.000 R&M Vehicles & Equipment	39.16	35325	08/06/21
21755	07/23/21	credit card purchases 9853 7232121	110-5-40-13-510.000 Permits, Licenses, Reg	342.40	35327	08/06/21
19805	07/23/21	Evan's CC July statement 9572 721	110-5-30-11-570.000 Other Purchased Services	631.49	35329	08/06/21
19805	07/23/21	Evan's CC July statement 9572 721	110-5-10-10-610.000 General Supplies	39.00	35329	08/06/21
19805	07/23/21	Evan's CC July statement 9572 721	110-5-10-10-570.000 Other Purchased Services	30.00	35329	08/06/21
19805	07/23/21	Evan's CC July statement 9572 721	110-5-10-10-540.000 Advertising	60.00	35329	08/06/21
16000	07/21/21	Stabilizer Bar 293339231	110-5-20-10-430.000 R&M Vehicles & Equipment	40.59	35331	08/06/21
16000	07/21/21	SRT SHOCK STRUTS 293339370	110-5-20-10-430.000 R&M Vehicles & Equipment	340.76	35331	08/06/21
14595	07/27/21	CARPET RUNNERS 1380750	110-5-41-13-400.000 Contracted Services	48.40	35332	08/06/21
13570	07/07/21	Adult Large Print Books 74655692	110-5-35-10-640.201 Adult Collection	60.78	35333	08/06/21
07000	06/29/21	BEAULIEU ALLOWANCE OR18565608	110-5-20-10-612.000 Uniforms	323.03	35334	08/06/21
25155	07/29/21	summer chloride 11011883	110-5-40-12-451.000 Summer Construction Servi	3471.00	35337	08/06/21
04035	07/23/21	rental of excavator 88059	110-5-40-12-442.000 Rental Vehicles/Equip	2000.00	35338	08/06/21
04035	07/28/21	clamps to repair vac hose 88836	110-5-40-12-430.001 R&M Vehicles - Supplies	4.80	35338	08/06/21
04035	07/30/21	grass seed 88942	110-5-40-12-605.000 Summer Construction Suppl	89.99	35338	08/06/21
04035	07/29/21	traffic marking paint B8906	110-5-40-12-610.000 General Supplies	119.76	35338	08/06/21
07160	07/12/21	Vokal Catalog Service V213041	110-5-35-10-505.000 Tech. Subs, Licenses	1492.25	35339	08/06/21
09001	07/30/21	5 ADD DEVICE MGMT SOFTWARE 6809206210	110-5-20-10-432.000 R&M Technology	2444.90	35342	08/06/21
09001	07/31/21	5 ADD DEVICE MGMT SOFTWARE 6809206272	110-5-20-10-432.000 R&M Technology	22.05	35342	08/06/21
20005	07/15/21	Tissues and Trash Bags 189	110-5-41-11-431.000 R&M Buildings & Grounds	121.10	35344	08/06/21
43815	07/16/21	E1 E2 VELCRO TO MOUNT TI 2321055	110-5-25-10-430.000 R&M Vehicles & Equipment	13.99	35347	08/06/21
28255	07/26/21	Greenbriar Stormwater rep 7262021D	110-5-40-12-575.000 Storm Sewer Maintenance	9400.00	35349	08/06/21

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Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
14175	07/02/21	JUNIOR LIBRARY GUILD	Juvenile Book Subscriptio 572247	110-5-35-10-640.202 Juvenile Collection	940.80	35350	08/06/21
17710	07/28/21	KOFILE INC	July Land records KSW001207	110-5-12-10-505.000 Tech. Subs, Licenses	1205.00	35351	08/06/21
14025	08/01/21	LINCOLN NATIONAL LIFE INS	Rick Garey Life Insurance 1675296GAREY	110-5-20-11-210.000 Group Insurance	371.00	35355	08/06/21
06640	08/03/21	MESSIMER JOYCE E	Refund of tax credit 2024008009C	110-2-00-00-200.002 Overpayments Payable	230.52	35357	08/06/21
03070	08/03/21	MINUTEMAN PRESS	Postage for Tax Bills 2021Tax	110-5-13-10-560.000 Postage	3142.18	35359	08/06/21
14585	07/16/21	MUNICIPAL EMERGENCY SERVI	REPLACEMENT HAND LIGHT CA 07/16/2021	110-5-25-10-611.000 Small Tools and Equipment	160.81	35360	08/06/21
14585	07/20/21	MUNICIPAL EMERGENCY SERVI	SCBA COMPRESSOR ANNUAL SE 1600867	110-5-25-10-750.000 Machinery & Equipment	1125.79	35360	08/06/21
05485	07/24/21	NATIONAL BUSINESS LEASING	Paper cut 7/15-8/14/21 73215835	110-5-14-10-505.000 Tech Subs & Licenses	295.00	35361	08/06/21
20270	07/20/21	NEW HAMPSHIRE MUNICIPAL A	Town Highway NH Municipal 24300	110-5-10-10-540.000 Advertising	300.00	35363	08/06/21
43010	07/30/21	NORTRAX INC	O-ring kit for Loader 219 2099133	110-5-40-12-430.001 R&M Vehicles - Supplies	42.50	35365	08/06/21
23420	08/03/21	P & P SEPTIC SERVICE INC.	camera clean perimeter d T-559496	110-5-41-10-431.000 R&M Buildings & Grounds	430.00	35367	08/06/21
25140	07/23/21	PIKE INDUSTRIES INC	Asphalt 1142974	110-5-40-12-605.000 Summer Construction Suppl	444.64	35369	08/06/21
25140	07/26/21	PIKE INDUSTRIES INC	Asphalt 1143321	110-5-40-12-605.000 Summer Construction Suppl	384.64	35369	08/06/21
25140	07/30/21	PIKE INDUSTRIES INC	Asphalt 1144142	110-5-40-12-605.000 Summer Construction Suppl	132.00	35369	08/06/21
37430	07/23/21	R R CHARLEBOIS INC	air line for trk 123 01999	110-5-40-12-430.001 R&M Vehicles - Supplies	124.57	35370	08/06/21
37430	07/22/21	R R CHARLEBOIS INC	alignment on Trk 108 RC75613	110-5-40-12-430.000 R&M Vehicles & Equipment	395.52	35370	08/06/21
24325	07/21/21	RADIO NORTH GROUP INC	BASE RADIO RELOCATION 24143332	110-5-20-10-530.000 Communications	1348.00	35372	08/06/21
28030	07/27/21	ROUTE 15 AUTOMOTIVE SERVI	LOF/VSI/STRUTS/TIRE 131148	110-5-20-10-430.000 R&M Vehicles & Equipment	284.95	35374	08/06/21
28030	08/04/21	ROUTE 15 AUTOMOTIVE SERVI	BRAKE PADS/ROTORS/TIRES 131150	110-5-20-10-430.000 R&M Vehicles & Equipment	176.50	35374	08/06/21
02550	07/13/21	SANEL NAPA	fuel filter trk 102 9131417903	110-5-40-12-430.001 R&M Vehicles - Supplies	5.65	35379	08/06/21
02550	07/13/21	SANEL NAPA	restock supplies 9131418494	110-5-40-12-430.001 R&M Vehicles - Supplies	85.34	35379	08/06/21
02550	07/13/21	SANEL NAPA	gloves for shop use 9131418555	110-5-40-12-612.000 Uniforms	94.08	35379	08/06/21
02550	07/15/21	SANEL NAPA	gloves for shop 9131422407	110-5-40-12-612.000 Uniforms	62.72	35379	08/06/21
02550	07/21/21	SANEL NAPA	restock supplies 9131431282	110-5-40-12-430.001 R&M Vehicles - Supplies	82.02	35379	08/06/21
42565	07/14/21	SEVEN DAYS	Town Highway Job Ad Week 212995	110-5-10-10-540.000 Advertising	433.50	35380	08/06/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
42565	07/21/21	SEVEN DAYS Town Highway Ad Week 2 213139	110-5-10-10-540.000 Advertising	433.50	35380	08/06/21
42565	07/21/21	SEVEN DAYS Legal Ad-PC 213264	110-5-16-10-540.000 Advertising	57.72	35380	08/06/21
42565	07/28/21	SEVEN DAYS PC Ad August 5th Meeting 213392	110-5-16-10-540.000 Advertising	61.88	35380	08/06/21
42565	08/04/21	SEVEN DAYS Legal Ad-PC 213626	110-5-16-10-540.000 Advertising	101.40	35380	08/06/21
29835	06/24/21	SHERWIN-WILLIAMS paint 51086	110-5-41-10-431.000 R&M Buildings & Grounds	25.99	35381	08/06/21
12145	07/28/21	SHRED-EX Paper Shredding 20398	110-5-41-10-431.000 R&M Buildings & Grounds	50.00	35382	08/06/21
12145	07/28/21	SHRED-EX JULY Shredding 20415	110-5-20-10-330.000 Professional Services	214.00	35382	08/06/21
25280	07/08/21	THE LIFEGUARD STORE CPR Supplies 001093207	110-5-30-11-610.000 General Supplies	69.00	35390	08/06/21
04595	07/26/21	TMDE CALIBRATION LABS T/S Radar-Calibration 42465	110-5-20-10-430.000 R&M Vehicles & Equipment	865.00	35394	08/06/21
08220	08/04/21	TODD CHAGNON CONSTRUCTION install catch basin on Ci 2021-104	110-5-40-12-575.000 Storm Sewer Maintenance	2500.00	35395	08/06/21
19720	08/01/21	VERIZON CONNECT NWF, INC. JUL AVL PD 2512822 821	110-5-40-12-530.000 Communications	291.42	35397	08/06/21
19720	08/01/21	VERIZON CONNECT NWF, INC. JUL AVL PD 2512822 821	110-5-30-12-530.000 Communications	32.38	35397	08/06/21
36130	07/18/21	VERIZON WIRELESS CELL PHONE SERVICE 9884330192	110-5-41-10-530.000 Communications	122.89	35398	08/06/21
36130	07/18/21	VERIZON WIRELESS CELL PHONE SERVICE 9884330192	110-5-20-10-432.000 R&M Technology	708.28	35398	08/06/21
36130	07/18/21	VERIZON WIRELESS CELL PHONE SERVICE 9884330192	110-5-20-10-530.000 Communications	206.93	35398	08/06/21
36130	07/18/21	VERIZON WIRELESS CELL PHONE SERVICE 9884330192	110-5-25-10-611.000 Small Tools and Equipment	240.06	35398	08/06/21
36130	07/18/21	VERIZON WIRELESS CELL PHONE SERVICE 9884330192	110-5-40-12-570.000 Other Purchased Services	241.94	35398	08/06/21
36130	07/18/21	VERIZON WIRELESS CELL PHONE SERVICE 9884330192	110-5-40-13-570.000 Other Purchased Services	40.01	35398	08/06/21
36130	07/18/21	VERIZON WIRELESS CELL PHONE SERVICE 9884330192	110-5-18-10-530.000 Communications	40.48	35398	08/06/21
36130	07/18/21	VERIZON WIRELESS CELL PHONE SERVICE 9884330192	110-5-30-12-530.000 Communications	40.48	35398	08/06/21
36130	07/18/21	VERIZON WIRELESS CELL PHONE SERVICE 9884330192	110-5-30-10-530.000 Communications	40.48	35398	08/06/21
21060	07/27/21	VT BATTERY DISTRIBUTORS EPR Truck Battery 9267	110-5-30-12-431.000 R&M Buildings & Grounds	225.70	35404	08/06/21
22005	07/29/21	VT CRIMINAL JUSTICE TRAIN K9 TRAINING 210712222	110-5-20-10-500.000 Training, Conf, Dues	11.00	35405	08/06/21
29825	07/21/21	VT GAS SYSTEMS SH Gas July 2202232 0721	110-5-41-16-621.000 Natural Gas/Heating	39.32	35407	08/06/21
29825	07/21/21	VT GAS SYSTEMS Natural gas various locat 996488 0721	110-5-41-15-621.000 Natural Gas/Heating	39.32	35409	08/06/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
29825	07/21/21	VT GAS SYSTEMS Natural gas various locat 996488 0721	110-5-41-11-621.000 Natural Gas/Heating	59.69	35409	08/06/21
29825	07/21/21	VT GAS SYSTEMS Natural gas various locat 996488 0721	110-5-41-14-621.000 Natural Gas/Heating	39.32	35409	08/06/21
29825	07/21/21	VT GAS SYSTEMS Natural gas various locat 996488 0721	110-5-41-12-621.000 Natural Gas/Heating	83.11	35409	08/06/21
29825	07/21/21	VT GAS SYSTEMS Natural gas various locat 996488 0721	110-5-41-17-621.000 Natural Gas/Heating	40.35	35409	08/06/21
29825	07/21/21	VT GAS SYSTEMS Natural gas various locat 996488 0721	110-5-41-10-621.000 Natural Gas/Heating	45.43	35409	08/06/21
29825	07/21/21	VT GAS SYSTEMS Natural gas various locat 996488 0721	110-5-41-18-621.000 Natural Gas/Heating	39.32	35409	08/06/21
27030	08/06/21	VT OFFICE OF CHILD SUPPOR Payroll Transfer PR-08/06/21	110-2-00-00-210.005 Misc Deductions Payable	311.54	35411	08/06/21
00935	08/02/21	VT PET FOOD & SUPPLY K9 FOOD 080221D	110-5-20-10-613.000 Program Supplies	217.02	35413	08/06/21
43905	07/29/21	VT TIRE & SERVICE INC 4 TIRES 382887	110-5-20-10-430.000 R&M Vehicles & Equipment	585.32	35415	08/06/21
23000	07/27/21	WHITCOMB Railroad Ballast Stone 002300002831	110-5-40-12-605.000 Summer Construction Suppl	39.00	35417	08/06/21
23485	07/29/21	YIPES! AUTO ACCESSORIES numbers for trailers and 752653-01	110-5-40-12-430.001 R&M Vehicles - Supplies	144.62	35418	08/06/21
09005	08/06/21	ICMA - 457 (PLAN 302056) Payroll Transfer PR-08/06/21	110-2-00-00-210.005 Misc Deductions Payable	4303.46	8040404	08/06/21
14545	08/06/21	ICMA-RC (PLAN 705508) Payroll Transfer PR-08/06/21	110-2-00-00-210.005 Misc Deductions Payable	453.12	8040405	08/06/21
23055	08/06/21	ICMA - 401 (PLAN 10904) Payroll Transfer PR-08/06/21	110-2-00-00-210.004 Retirement Payable	668.53	8040406	08/06/21
17425	08/06/21	ICMA ROTH PLAN 706287 Payroll Transfer PR-08/06/21	110-2-00-00-210.004 Retirement Payable	33.90	8050169	08/06/21
V1160	08/06/21	ICMA RETIREMENT TRUST-457 Payroll Transfer PR-08/06/21	110-2-00-00-210.004 Retirement Payable	1152.20	8050171	08/06/21
V1161	08/06/21	ICMA RETIREMENT TRUST-401 Payroll Transfer PR-08/06/21	110-2-00-00-210.004 Retirement Payable	7489.95	8050190	08/06/21
21385	08/06/21	HEALTH EQUITY Payroll Transfer PR-08/06/21	110-2-00-00-210.009 HSA Payable HE	159.50	21080601	08/06/21
05390	08/06/21	FAMILY SUPPORT REGISTRY Payroll Transfer PR-08/06/21	110-2-00-00-210.010 Judgements Payable	69.23	21080602	08/06/21
26030	08/01/21	THOMSON REUTERS - WEST JUL CLEAR LE INVEST 844770559	121-5-00-00-750.000 Machinery & Equipment	194.78	35393	08/06/21
19720	08/01/21	VERIZON CONNECT NWF, INC. JUL AVL PD 2512822 821	121-5-00-00-750.000 Machinery & Equipment	259.04	35397	08/06/21
19815	07/27/21	AMAZON CAPITAL SERVICES CJC SUPPLIES 1L63XVH6KDMY	122-5-22-10-610.000 General Supplies	68.59	35283	08/06/21
36130	07/18/21	VERIZON WIRELESS CELL PHONE SERVICE 9884330192	122-5-22-10-530.000 Communications	202.40	35398	08/06/21
26395	06/30/21	CCRPC storm drainage assessment 20200961	130-5-40-13-895.818 CCRPC UPWP Planning	149.00	35299	08/06/21
28255	05/17/21	JOHN LEO & SONS INC Topsoil 202698	130-5-30-12-750.001 Park Asset Replacement	120.00	35349	08/06/21

For Check Acct 01(GENERAL FUND) All check #s 08/06/21 To 08/06/21 & Fund 1

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
12445	08/03/21	P&J PAINTING OF VT Memorial Hall 080321-01	130-5-41-17-730.001 Mem Hall/Powell Roof	14040.00	35368	08/06/21
43275	07/20/21	RYCANDON MECHANICAL, INC. SH Pool Bldg Heat (Phase 13791	130-5-30-12-750.001 Park Asset Replacement	25387.50	35375	08/06/21
43275	07/26/21	RYCANDON MECHANICAL, INC. SH Pool Bldg Heating (Pha 13800	130-5-30-12-750.001 Park Asset Replacement	9000.00	35375	08/06/21
04525	07/30/21	STANTEC CONSULTING SVC IN Cul-de-sac stormwater ret 13159	130-5-40-13-890.810 CA0536 Cul-De-Sac Retro	545.26	35386	08/06/21
24475	07/08/21	BOND O'REILLY AUTO-ESSEX NITRILE GLOVES 5677-311403	151-5-51-10-612.000 Uniforms	99.72	35290	08/06/21
23525	07/19/21	CLARK'S TRUCK CENTER INC disposable gloves 449521	151-5-51-10-612.000 Uniforms	231.12	35302	08/06/21
29500	08/02/21	LAMELL LUMBER CORP. shavings for wet well cle 112849	151-5-51-30-433.000 R&M Infrastructure	34.00	35352	08/06/21
33420	07/30/21	ORMOND BUSHEY & SONS INC hydrant replacement Pinec 073021	151-5-51-30-433.000 R&M Infrastructure	16493.16	35366	08/06/21
23420	08/03/21	P & P SEPTIC SERVICE INC. vac service cleaning wet T-559595	151-5-51-30-433.000 R&M Infrastructure	4720.00	35367	08/06/21
36130	07/18/21	VERIZON WIRELESS CELL PHONE SERVICE 9884330192	151-5-51-10-530.000 Communications	40.01	35398	08/06/21
29825	07/21/21	VT GAS SYSTEMS Natural gas various locat 996488 0721	151-5-51-10-621.000 Natural Gas/Heating	39.32	35409	08/06/21
29825	07/21/21	VT GAS SYSTEMS Natural gas various locat 996488 0721	151-5-51-10-621.000 Natural Gas/Heating	23.74	35409	08/06/21
27590	06/23/21	CATAMOUNT COLOR (OFFSET H Special Events Brochure M 765462	159-5-30-14-550.000 Printing and Binding	50.00	35297	08/06/21
29110	07/16/21	DOMAS SARA Poster Design 20211000	159-5-30-14-330.000 Professional Services	325.00	35316	08/06/21
14140	07/26/21	GURWICZ ROBERT J Rocketry Camp 7/19-23 072321D	159-5-30-14-835.000 Program Instructor Fees	1680.00	35341	08/06/21
36130	07/18/21	VERIZON WIRELESS CELL PHONE SERVICE 9884330192	159-5-30-14-530.000 Communications	40.48	35398	08/06/21

08/06/21

Town of Essex / Village of EJ Accounts Payable

Page 7 of 7

01:08 pm

Check Warrant Report # 17894 Current Prior Next FY Invoices For Fund (GENERAL FUND)

sfitzGerald

For Check Acct 01(GENERAL FUND) All check #s 08/06/21 To 08/06/21 & Fund 1

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
-----				-----		
		Report Total		146386.37		
				=====		

To the Treasurer of Town of Essex, We Hereby certify
that there is due to the several persons whose names are
listed hereon the sum against each name and that there
are good and sufficient vouchers supporting the payments
aggregating \$ ***146,386.37
Let this be your order for the payments of these amounts.



RECEIVED

JUL 19 2021

Village of Essex Junction

July 10, 2021

Lawrence C. Yandow
Village President
City of Essex Junction, VT
2 Lincoln St
Essex Junction, VT 05452-3685

Dear Lawrence C.,

I am writing to enlist your help in moving Congress to make a major investment in high-speed and intercity passenger rail infrastructure.

Fast, frequent and affordable trains will strike at the core of today's biggest challenges for our communities, the economy and the environment. Among other benefits, a national rail network anchored by high-speed rail will:

- Re-connect families, cities and regions;
- Create new housing and economic opportunities;
- Create well-paying jobs in both the construction and operation phases; and
- Slash carbon emissions caused by driving and short-hop air travel.

Today we are asking you to communicate directly with your U.S. senators and the U.S. representatives whose districts include your city. Please urge them to make sure that any infrastructure bill that is sent to the president has a major allocation for a NATIONAL program combining high-speed rail, expanded Amtrak service and modernized commuter rail. A sample letter is enclosed. Please add a description of the service improvements you would like to see.

When you do write a letter, please send us a pdf copy and your permission to include your name at HSRail.org/summer2021, where we will be tracking this effort.

Thank you for your considering this request. Please feel free to the High Speed Rail Alliance office at 773-334-6758 to learn more.

Sincerely,

Rick Harnish
Executive Director

PS: Learn more and download a word version of the sample at HSRail.org/Summer2021

Sample letter to U.S. senators and representatives

As mayor of a city you represent, and as your constituent, I am writing to express my strong support for a major federal investment in rail transportation infrastructure. As you debate how to invest in America's future, please take into consideration that right now is the right time for this crucial pivot towards a national network of fast, frequent and affordable trains.

For too many years, a near-total focus on highways has divided communities, polluted our air and placed a huge financial burden on families and towns. We can't wait any longer to change our priorities. Please do all you can to make sure that funding for a high-speed rail network with high-performance rail connections is in the upcoming infrastructure package.

It's time to strengthen our local, state and national economies with better mobility. Fast, frequent and affordable trains create strong social, family and business ties by making travel easy and productive. Trains give people a safe way to move around at a low cost—with a small carbon imprint. Trains create a more enjoyable and prosperous life by supporting more walkable, more financially viable cities and towns.

We have a once-in-a generation opportunity to invest in our nation's infrastructure. We need a big, bold vision—combined with step-by-step progress. We need collaborations between private companies and government. We need the newest, high-tech trains.

Please work to ensure that transformative, high-speed trains are a big part of the package.

Sincerely,

Aaron Martin
2 Seneca Avenue
Essex Junction, VT 05452

July 23, 2021

Village of Essex Junction
Attn: Robin Pierce
2 Lincoln Street
Essex Junction, VT 05452

Re: Zoning Board Resignation

Dear Mr. Pierce,

I would like to notify you that I am resigning from my seat on the Essex Junction Zoning Board of Adjustment as of the date of this letter.

I appreciate the opportunity the Village of Essex Junction has given me to serve on the Zoning Board of Adjustment and enjoyed people I served with. I feel it is time to step aside and allow another resident of our community to serve and offer fresh ideas to the board.

Sincerely,



Aaron Martin

Cc: Evan Teich, Unified Manager
Andrew Brown, Village President
File

From: Pioli, Lou Ann
Sent: Sunday, July 25, 2021 5:23 PM
To: Andrew Brown <abrown@essexjunction.org>
Subject: The Senior Center and Becoming a City

Hi Andrew,

I'm sure you remember me from my days at the Senior Center. I read with interest the Village's quest to become a city and separate from the Town. I wish you success with that venture.

Because of my former successful position at the helm of the Senior Center, and because I'm a bonafide senior myself, now living in the Town of Essex (as of this past June), I am once again making the plea for the Senior Center to be a department of the new City of Essex Junction.

I lived in Johnstown, NY prior to moving to VT, and they have a very successful program there that should be easy for Essex Junction to replicate. I've included the link to the city's 2021 Resident Information booklet below. I hope you find it helpful and interesting, and that you and the Trustees will see the value in the way their Senior Center is run as you plan your own City charter. Having a Town employee oversee a Village/City department, or making the Senior Center part of the Recreation department, is not in the best interests of your many community seniors, as the latest plan proves. The Senior Center should stand on it's own as a separate department, with it's Director as one of your Department heads. I hate to see a program that was once so vital and busy being reduced, as is EPR's plan. As you know, Vermont has one of the highest proportions of seniors in its population of any state in the Union. I hope the Village/City will do everything in your power to care for and protect those whose years of work and volunteerism built the Essex Area Senior Center.

https://cityofjohnstown.ny.gov/uploads/8/3/9/2/83922496/resident_information.pdf

As always, thank you for your time and your service to the community.

Sincerely,
Lou Ann Pioli
Essex Junction, VT 05452

VHFA awards federal and state tax credits for 107 affordable apartments



By: Mia Watson
6/30/2021



The Vermont Housing Finance Agency (VHFA) Board of Commissioners announced on Monday the award of state housing tax credits and loans to support the development, rehabilitation or preservation of 107 permanently affordable apartments in three communities across the state.

“Preserving existing housing and developing new permanently affordable homes is essential to meeting the housing needs of Vermonters and helping our communities fully recover from the pandemic,” remarked VHFA Executive Director Maura Collins.

VHFA previously awarded federal allocated or Ceiling tax credits in May. The latest funding round includes additional federal Bond

credits, Vermont Affordable Housing Tax Credits and loans issued by VHFA.

Projects include Randolph House, where the Randolph Area Community Development Corporation will rehabilitate existing senior housing. The building, first opened in 1979, will receive important safety and accessibility upgrades and expanded common space. All 48 apartments receive rental assistance for affordability and all residents have access to SASH (Support and Services at Home), a care-coordination program that helps residents live safely and independently. Nine apartments are currently occupied by households that were previously experiencing homelessness or at risk for homelessness. The project received state and federal tax credits and a construction loan from VHFA.

Depot Junction, developed by the Braverman Company, is a new 43-unit development in the village of Essex Junction. All the apartments will be targeted to households earning less than 60% of area median of income AMI, and seven will be set aside for households at risk of homelessness. Depot Junction is part of the Chittenden Crossing master development project, which will include over 200 apartments in five new buildings in the heart of the village center. The project received state tax credits.

At Tuttle Block, Housing Trust of Rutland County and Evernorth will update an existing 13-unit building in downtown Rutland. The project will add three new apartments to the building and will preserve deeply affordable apartments targeted to low-income households with new rental assistance. The project will also involve energy efficiency improvements including window replacement and insulation. Tuttle Block received state and federal tax credits and permanent and construction loans from VHFA.

During the last Board Meeting in May, the Board of Commissioners also awarded additional state tax credits to [Burkeland Lane and Wells River Historic Housing](#), projects that were initially awarded in 2020.

In addition to the housing credits and loans awarded by VHFA, other funding sources for the new projects include grants and loans from the Vermont Housing and Conservation Board, the federal HOME program, the National Housing Trust Fund, and the Federal Home Loan Bank's Affordable Housing Program, NeighborWorks and the Vermont Community Development Program.

Pictured: Site location of the Chittenden Crossing master development in Essex Junction. Courtesy of the Braverman Company.

<https://www.vhfa.org/news/blog/vhfa-awards-federal-and-state-tax-credits-107-affordable-apartments>

MEMORANDUM

TO: Selectboard; Trustees; Evan Teich, Unified Manager
FROM: Sarah Macy, Finance Director
DATE: July 26, 2021
SUBJECT: Establishing FY23 Budget Goals – Town, Village and Joint

Issue

The issue is to inform the Selectboard and Trustees of upcoming discussions about budget goals.

Discussion

Budget season FY23 is upon us!! In addition to an earlier start, thanks to the ease with which Questica budget allows for the next year's budget database to be prepared, the entire timeline has been moved up to create space for better communication of the budget with the public in advance of voting.

As noted in the upcoming meeting schedules included in all board packets, budget day for the Village is scheduled on November 4th and budget day for the Town is scheduled for November 9th. Budget packets will be delivered on October 22nd to prepare. My goal is to have completed all the board level work on budgets before the December holidays.

A critical part of budget process is receiving input from the boards on high level goals and priorities for the budget year. FY23 is from July 1, 2022 – June 30, 2023. This memo is included in the reading file for Selectboard August 2nd and Trustees August 10th to get you all thinking about your goals and priorities.

Discussion will happen at the August 16th Selectboard meeting, August 23rd joint meeting, and August 24th Trustees meeting.

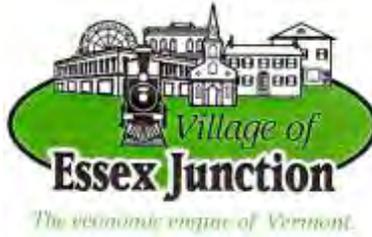
Cost

No cost, discussion

Recommendation

Please reflect and come prepared to discuss budget goals for FY23 at the following meetings:

Town Selectboard	August 16 th
Joint board meeting	August 23 rd
Village Trustees	August 24 th



Community Development Department

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

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

MEMORANDUM

TO: Evan Teich, Unified Manager, Trustees
FROM: Robin Pierce, Community Development Director
DATE: August 10, 2021
SUBJECT: Village Center Development.

Issue

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

Discussion

Work on 11 Park Street and 3 Maple Street continues. Both projects have slowed due to lead time on orders for goods and services. For example the elevator for 11 Park Street has been delayed. A restaurant for the large vacant space on Park Street has been out on hold because the vendor could not get employees. A model apartment has been completed at 3 Maple Street and can be viewed by the Trustees at 6pm before the August 10th meeting if desired. The wood fired pizza facility will not be occupying the building. Nomad Coffee may be taking a portion of the entry level as may a real estate company.

The possibility of public parking at 11 Park Street has been put on hold.

We have modified and returned the Agreements for the Connector Road to the consultants for NECR and G&W. We await G&W signing agreements with Amtrak. The Village asked G&W to add the crossings in the Village Center to the Amtrak Earmark costs to alleviate the overage on the bids for the Connector project. G&W acceded to our request and the funds have been allocated by Amtrak for the work. This saved \$1.2 million from the Connector costs, a cost that may have been borne by the Village if this initiative had not been set in motion. The Connector Road schedule remains as outlined in my June Memo. Rail work 2022 and road work 2023.

We await further notice on the \$3 million dollar Earmark funds to upgrade the Train Station, and the possible \$5.4 million dollars for the Connector Road.

Recommendation

This is an informational only memo. No action required at the moment by the Trustees.

From: Wendy Hysko <wendyh@brownelllibrary.org>

Sent: Monday, July 26, 2021 3:39 PM

To: Andy Kolovos; Ann Wadsworth; Beth Custer; Christine Packard; Dorothy Bergendahl; Fatima Kahn; Hannah Tracy <hannah@brownelllibrary.org>; Helen Donahey; Jeanne Grant; Joe Knox; Linda Costello; Rachel Coe; Sheila Porter

Cc: Evan Teich <eteich@essex.org>; Marguerite Ladd <mladd@ESSEX.ORG>

Subject: update on Brownell services

Hi Library Trustees-

After our full time staff meeting last week, we decided to hold steady with our browsing, appointment and self service pickup hours.

Our staffing continues to be a rocky road. We have a Tech Services Assistant starting this week, which is great news and Hannah will be devoting a lot of time to training as the person has library, but no cataloging experience.

The person who verbally accepted our Adult Circ Assistant position ended up withdrawing as they accepted a position at Fletcher Free Library.

Erin Egan will be ending her position at Brownell on Aug 13 to begin her graduate school studies in St. Petersburg Russia.

Carrie Egan who has been filling in as a shelver this summer is also leaving on August 13 to have break before returning to St. Mike's.

So, we are back to 3 open PT positions that we are trying to fill leaving us short staffed and full time staff will continue to work to fill these positions. And despite our efforts to replenish our sub roster, few subs available as people are enjoying their "summer of freedom" and we are facing multiple shifts that can't be filled (Alison has been amazing attempting to reach out and follow up with our sub roster, and beg former staff who do sub to assist).

Full time staff are meeting weekly to assess how things are going. Right now what we are offering is all we can sustain with the current circumstances. We hope to increase hours if we can find people to work circ. desk shifts.

--

Wendy Hysko
Director, Brownell Library
President, Green Mountain Library Consortium
6 Lincoln Street
Essex Junction, VT 05452
(802) 878-6955 (Main Desk)
www.brownelllibrary.org
"Like" us on Facebook!
<http://www.facebook.com/brownelllibrary>
[Brownell COVID Services](#)



July 01, 2021

Mr. Eamon Twohig
Vermont Department of Environmental Conservation
Sites Management Section
1 National Life Drive – Davis 1
Montpelier, VT 05620-3704
(Email only: Eamon.Twohig@vermont.gov)

RE: Village of Essex Jct; Solid Waste ID-124; Groundwater Monitoring Compliance Points

Dear Eamon:

Waite-Heindel Environmental Management [WHEM], a qualified environmental consultant, of Burlington, VT, has prepared proposed groundwater monitoring compliance points for the Village of Essex Jct's biosolids land application site [SW ID-124], as requested in your December 29th, 2020, letter [Attachment].

Please reference the Site Plan in the Attachment for the locations of the two (2) proposed groundwater monitoring compliance points for application fields W-10, designed in compliance with §12-603(d)(2) of the Vermont Groundwater Protection Rule & Strategy (GWPRS). The proposed compliance points are situated as close to the 300-ft downgradient compliance boundary as feasible, in consideration of the needed access for on-site agricultural operations. We request that the State accommodate this minor variance from the explicit compliance point criteria under §12-603(f)(1) of the GWPRS, as the State has the discretion to adopt or approve an increase or decrease in this horizontal distance for a compliance point as long as the modification does not result in the potential exceedances of groundwater enforcement standards; WHEM believes that the compliance points as proposed will provide usable groundwater data for compliance evaluations and will not compromise Site characterization. WHEM does not propose the installation of new groundwater compliance points for field W-16, as three (3) existing groundwater monitoring wells [MW-15, MW-X, MW-16] are located along the downgradient property boundary and readily meet compliance point criteria [§12-603(d)(2)(C)].

Please do not hesitate to contact me at (802) 860-9400 x101, or by email at mwaite@waiteenv.com if you have questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'Miles E. Waite'.

Miles E. Waite, PhD, PG
Senior Hydrogeologist

A handwritten signature in black ink, appearing to read 'Sam Cowan'.

Sam Cowan
Staff Geologist

Cc: Jim Jutras, Water Quality Superintendent, Village of Essex Junction

**WORK PLAN
MONITORING OF PFAS IN GROUNDWATER AT
COMPLIANCE POINTS: 2021**

**VILLAGE OF ESSEX JUNCTION
BIOSOLIDS LAND APPLICATION SITE
SOLID WASTE ID-124**

**307 SOUTH ST
ESSEX JCT, VT 05452**

July 01, 2021

Prepared for:

The Village of Essex Junction
2 Lincoln St
Essex Junction, VT 05452
Attn: Jim Jutras, Water Quality Superintendent

Prepared by:



7 Kilburn Street, Suite 301
Burlington, Vermont 05401
(802) 860-9400

WHEM Project #2021-16

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Attachment:

Letter – *Village of Essex Junction; Solid Waste ID-124; Results and Response to PFAS Testing;*
 December 29, 2020 [VT DEC]

Letter – *New Requirements under Solid Waste Rules, effective 10/31/21;* June 8, 2021 [VT DEC]

Site Plan – *Solid Waste ID-124; Proposed Groundwater Compliance Points;* June 25, 2021
 [WHEM]

Table – *Table 1.0: Groundwater Elevations;* April 01, 2021 [WHEM]

1.0 INTRODUCTION

The Site is identified as the *Village of Essex Junction Biosolids Land Application Site (SW ID-124)*, addressed as 307 South St, Essex Junction VT 05452. In a letter dated December 29, 2020 (Attachment), Eamon Twohig of the VT DEC requested that the Village of Essex Junction: (1) establish groundwater flow for application fields W-10 & W-16, and (2) propose locations for groundwater monitoring well compliance points for PFAS monitoring. The request came in response to elevated detections of PFAS in Site groundwater, first detected in December 2019 with May 2020 groundwater sampling confirming the presence of regulated PFAS compounds at concentrations in exceedance of the Vermont Groundwater Enforcement Standards (VGES). This *Work Plan for Groundwater Compliance Points* addresses the VT DEC's requests.

2.0 GROUNDWATER COMPLAINE POINTS: PROPOSED SCOPE & METHODS

2.1 Standard Operating Procedures

The objective of this Scope of Work is to establish Site groundwater flow and based on groundwater flow, establish groundwater monitoring compliance points for biosolid application fields W-10 & W-16. The work will be conducted in general accordance with the following Standard Operating Procedures:

- WHEM SOP #3: Monitoring Well Installation
- WHEM SOP #4: Water Level Measurement
- WHEM SOP #11: Low-Flow Sampling – Peristaltic Pump
- WHEM SOP #22 Monitoring Well Sampling for Perfluorinated Compounds
- WHEM SOP #26: Monitoring Well Development

Upon client or State request, WHEM is happy to produce the above listed SOPs.

2.2 Groundwater Flow Determination

On April 1, 2021, WHEM conducted a GPS survey of the existing monitoring well network, as well as measured stickup well heights, depth to groundwater, and total depth. The network is comprised of nine (9) monitoring wells identified as MW-7, MW-8, MW-9, MW-10, MW-12, MW-14, MW-15, MW-X, and MW-16 (see Site Plan, Attachment). Once the wells were geospatially located, we used LIDAR elevations to calculate the ground elevation at each well, then used the stickup well heights to develop approximate top-of-casing (TOC) elevations at each well; collected parameters were used to calculate groundwater elevation. The calculated groundwater elevations are shown in Table 1.0 in the Attachment. Groundwater Flow is discussed by application field below:

W-10: groundwater under field W-10 is inferred to primarily flow to the west, towards the Winooski River. However, groundwater below the southerly portion of field W-10 appears to be locally influenced by the drainage abutting the southern margin. Depth to groundwater below field W-10

ranges from 8.5 – 25 ft. below top of casing (btoc). The horizontal hydraulic gradient is calculated to be 1.54% (0.0154 ft/ft; MW-10/MW-8).

W-16: groundwater under field W-16 is inferred to flow to the west-southwest, towards the Winooski River. Groundwater monitoring wells M-15, MW-X, and MW-16 suggest groundwater flow mirrors the northern bank of the Winooski River, with depth to groundwater ranging from 5.7 – 15.1 ft. btoc below field W-16. The horizontal hydraulic gradient is calculated to be 1.86% (0.0186 ft/ft; MW-14/MW-15).

2.3 Existing Monitoring Wells – Compliance Points

As requested in E. Twohig’s December 20th, 2020, letter to the Village of Essex Junction (Attachment) and in order to meet the compliance point criteria (§12-603(d)(2)), WHEM proposes utilizing existing monitoring wells as compliance points for biosolid application field W-16. Monitoring Wells MW-15, MW-16, and MW-X meet the criteria for compliance points and WHEM proposes designating one (1) of the above monitoring wells as the downgradient groundwater compliance point for field W-16. WHEM believes MW-X (A.K.A “Unknown”) is best suited to be used as the designated compliance point, based on this monitoring well reporting the highest Site PFAS concentration to date (88.9 ng/L) and its central location on the downgradient margin of field W-16.

2.4 Proposed Monitoring Well Installation

Biosolid application field W-10 does not have any existing groundwater monitoring wells which satisfy the criteria for downgradient compliance points. The compliance point boundary (300 ft. from the edges of the land application area) can be viewed as the dashed line on the Site Plan in the Attachment. In order to meet the compliance point criteria (§12-603(d)(2)), WHEM proposes the installation of two (2) additional groundwater monitoring wells to be installed along the downgradient groundwater compliance boundary (See Site plan, Attachment, for proposed monitoring well locations). The proposed compliance points are situated as close to the 300-ft downgradient compliance boundary as feasible, in consideration of the needed access for on-site agricultural operations. We request that the State accommodate this minor variance from the explicit compliance point criteria under §12-603(f)(1) of the GWPRS, as the State has the discretion to adopt or approve an increase or decrease in this horizontal distance for a compliance point as long as the modification does not result in the potential exceedances of groundwater enforcement standards; WHEM believes that the compliance points as proposed will provide usable groundwater data for compliance evaluations and will not compromise Site characterization. The exact location of the proposed monitoring well is subject to field conditions (i.e., vegetation obstructions, refusal, etc.) and WHEM will endeavor to install the well in a location that meets the criteria for a compliance point.

The proposed monitoring well will be identified as “MW-101” and “MW-102”. WHEM anticipates contracting with Cascade Environmental, of Montpelier Vermont to install the monitoring wells. Soil borings will be advanced with a Geoprobe® 7822 DPT Direct Push Drill Rig. When soil boring advancement allows, continuous soil cores will be collected in 5 ft. increments utilizing a Macro Core® DT35 soil sampler. A WHEM scientist will closely examine the soil, log the soil type/texture/moisture conditions. Depth to groundwater in the area is anticipated at approximately 20 - 30 ft. below the

ground surface. The groundwater monitoring wells will be screened at the appropriate depth, constructed out of 10-ft., 2.0-in. diameter PVC, factory slotted with 0.01 in. slots and finished with 2.0-in. diameter PVC riser pipe. The annulus between the well screen and the borehole will be filled with a sand pack to just above the well screen where it will be sealed with a bentonite plug. All wells will be finished as PVC stickups, approximately 3 ft. above the ground surface, fitted with steel well guards. The wells will be installed in accordance with WHEM protocols to state and industry standards.

2.5 Groundwater Enforcement Standards & Compliance Points

PFAS is the identified Contaminant of Concern (COC) and all groundwater results will be evaluated against the VGES for PFAS (20 ng/L) as defined in Appendix 1 of the Vermont GWPRS (July 2019), at the proposed new & existing downgradient compliance points.

2.6 Groundwater Sampling

Groundwater samples are proposed to be collected from existing monitoring well MW-X, and proposed monitoring wells MW-101 & MW-102, in order to assess PFAS concentrations at the proposed downgradient groundwater compliance points. WHEM believes the above monitoring well sample network is in compliance with the updated Solid Waste Rules (SWRs, adopted October 31, 2020), specifically §6-1306(n)(2)(a) – *Residual Management Operating Standards*. WHEM relies on the VT DEC's opinion for sample location and frequency, provided in their June 8th, 2020, letter to the Village of Essex Junction (Attachment); per the table in the letter PFAS groundwater sampling should occur at downgradient wells, under low-flow methods, each Spring prior to land application.

Groundwater samples will be collected under low-flow methodology. A peristaltic pump connected to High-Density Polyethylene (HDPE) tubing will be used to purge water from the well at a constant discharge rate of 200 mL/min; prior to low-flow sampling a water-level probe will be used to collect depth to groundwater below top of casing (BTOC) and total depth. Purged well water will be delivered to a flow cell connected to a YSI multi-parameter probe monitoring geochemical parameters (Temp, DO, SPC, pH, ORP, & Turbidity), recorded at 3-minute interval until the monitoring well reaches *stable* conditions or is purged for at least an hour, whichever comes first. Thereafter, the sampler will don new nitrile free gloves and collect the sample in approved sample containers (i.e., 250ml HDPE bottles).

2.7 QA/QC

In order to ensure data validity, WHEM proposes collecting one Equipment blank at the end of the sample event. Based on the small sample size, WHEM does not propose the collection of a Duplicate sample.

3.0 LABORATORY ANALYTICAL PROCEDURES

Following collection, groundwater samples will be directly placed on ice and delivered under Chain of Custody (COC) procedures to Alpha Analytical Laboratories, Mansfield, MA. All groundwater samples will be analyzed using EPA Method 537 [Modified] for twenty-four (24) PFAS compounds.

4.0 REPORTING

A report will be provided within three (3) weeks of the laboratory reporting date. The report will document any PFAS detections and evaluate site contaminant distribution in order to determine Site compliance with the GWPRS. Furthermore, 2022 PFAS groundwater data will be utilized to evaluate the efficacy of the current PFAS monitoring program, identify data gaps and provide recommendations to enhance future Site groundwater monitoring.

5.0 SCHEDULE & COST ESTIMATE

Pending State approval of this Work Plan, WHEM proposes to conduct the proposed installation of groundwater compliance points in the Fall of 2021, with the first round of PFAS groundwater monitoring proposed for Spring 2022, in compliance with requests made in the VT DEC's June 18, 2021, letter, citing the new Solid Waste Rules (SWR, adopted October 32, 2021); the letter specifically states PFAS sampling shall occur in the spring, prior to land application, at downgradient wells. WHEM requests the VT DEC's opinion on any interim PFAS sampling requirements, as no Spring 2021 PFAS groundwater samples were collected.

A cost proposal for this work will be provided to the Village of Essex under separate cover.

Please do not hesitate to call us if you have any questions or concerns regarding this proposal, we would be happy to answer them.

Sincerely,



Miles E. Waite, Ph.D., P.G.
Senior Hydrogeologist



Samuel P. Cowan
Staff Geologist

CC: Eamon Twohig, VT DEC

[U:\PROJECTS - WHEM\Essex Jct Biosolids Land-App\WPCE\2021.07.01 - Work Plan - PFAS GW Monitoring SW-124 - WHEM - FINAL.docx]
or PDF

ATTACHMENT

Letter – *Village of Essex Junction; Solid Waste ID-124; Results and Response to PFAS Testing; December 20, 2020 [VT DEC]*

Letter – *New Requirements under Solid Waste Rules, effective 10/31/21; June 8, 2021 [VT DEC]*

Site Plan – *Solid Waste ID-124; Proposed Groundwater Compliance Points; June 25, 2021 [WHEM]*

Table – *Table 1.0: Groundwater Elevations; April 01, 2021 [WHEM]*

State of Vermont
Department of Environmental Conservation
Waste Management & Prevention Division
1 National Life Drive – Davis 1
Montpelier, VT 05620-3704

AGENCY OF NATURAL RESOURCES

December 29, 2020

Attn. Andrew Brown, Village President
Village of Essex Junction
2 Lincoln St.
Essex Junction, VT 05452

RE: Village of Essex Junction; Sold Waste ID-124; Results and Response to PFAS Testing

Dear Mr. Brown,

On April 20, 2020, the Vermont Department of Environmental Conservation (DEC) issued a letter to the Village of Essex Junction (Village) summarizing results from analysis of soil and groundwater samples collected by Weston & Sampson, Inc. at the Village's certified land application sites during December 2019. These samples were analyzed for concentrations of per- and polyfluorinated substances (PFAS) per the DEC directive dated November 13, 2019, and results indicated that concentrations of regulated PFAS in samples of groundwater from monitoring wells (MW-8, MW-9 and MW-16) exceeded the Vermont Groundwater Enforcement Standard (VGES). Therefore, DEC directed the Village to temporarily halt land application of biosolids at sites associated with these monitoring wells (W-9, W-10 and W-16), and to conduct further PFAS investigation, including: (1) collecting and analyzing samples of drinking water supplies within a ¼ mile radius of these land application sites, and (2) resampling and analyzing groundwater from monitoring wells with previous (December 2019) exceedances of the VGES to confirm initial results

On June 25, 2020, DEC received a report from Weston & Sampson, Inc summarizing results from PFAS testing of and five (5), residential drinking water supply wells on Cascade Street, located within a ¼ mile of the land application sites. On May 13, 2020, Weston & Sampson collected samples and delivered to Alpha Analytical Labs (MA) for PFAS analysis in drinking water via EPA Method 537.1. The analysis results indicated that, except for a detection of one PFAS, perfluorooctanesulfonic acid (PFOA), at 2.02 ppt in the supply well at 55 Cascade Street., PFAS were not found in the samples collected from these water supplies. DEC has been informed by the Village that testing results have been shared with the residents served by those water supplies and that a point of entry treatment system will be installed at 55 Cascade Street. We support these decisions by the Village and have determined that the detection of PFOA at this location is unlikely associated with the nearby land application site.

We want to thank you for complying with this directive to ensure that these water supplies have not been contaminated with PFAS due to land application activities. No immediate action is necessary as specified in §12-607(b) of the Vermont Groundwater Protection Rule & Strategy (2019).

The Weston & Sampson report submitted to DEC on June 25, 2020 also summarize results from PFAS testing of groundwater at four (4) monitoring wells (MW-8, MW-9, MW-16, unknown), also conducted on May 13, 2020. Analysis results are summarized in the table below:



Field ID	Groundwater Sample Location	Concentration (ppt) - Sum of 5 regulated PFAS December 2019	Concentration (ppt) - Sum of 5 regulated PFAS May 2020
W-9/W-10	MW-8	35.35	36.4
W-9/W-10	MW-9	32.12	23.3
W-16	MW-16	33.31	27.3
W-16	Unknown	Not Tested	88.9

Results from groundwater testing showed that levels of regulated PFAS exceed the VGES in the monitoring wells, confirming results obtained from the December 2019 sampling event. Based on groundwater PFAS levels measured and confirmed to be in exceedance of the GWES:

- 1) the current land application prohibition remains in effect for field W-16.
- 2) The current land application prohibition remains in effect for fields W-9 and W-10, however, DEC recognizes the uncertainty with associating groundwater at MW-8 and MW-9 with these specific fields and encourages the Village to work with a qualified consultant to determine groundwater flow at the site.
- 3) within 90 days of the date of this letter, the Town must develop and submit a plan for review by DEC that establishes compliance points at these sites for monitoring PFAS in groundwater, as set forth in §12-603 (Establishment of Compliance Points) of the Vermont Groundwater Protection Rule and Strategy (2019). We recommend that the Town retain the services of a qualified environmental consultant to develop the plan for review. Based on results from compliance point monitoring, additional corrective action may be required as set forth in §12-607 (Corrective Actions) of the Vermont Groundwater Protection Rule and Strategy.

Please contact me with any questions.

Sincerely,



Eamon Twohig, Manager, Residuals Management & Emerging Contaminants Program

C: Chuck Schwer, Division Director, Waste Management & Prevention Division
 Jim Jutras, Water Quality Superintendent, Village of Essex Junction



State of Vermont
Department of Environmental Conservation
Waste Management & Prevention Division
1 National Life Drive – Davis 1
Montpelier, VT 05620-3704

AGENCY OF NATURAL RESOURCES

June 8, 2021

TO: Solid Waste Facility Certificate Holders for Class B biosolids land application

RE: New Requirements under Solid Waste Rules, effective 10/31/2020

As many of you know, the State of Vermont, Agency of Natural Resources, Department of Environmental Conservation (VTDEC) issued new Solid Waste Rules (Rules) on October 31, 2020, that include a new subchapter 13 specific to Residuals Management with significant changes relating to the regulation of biosolids. We are currently working to issue amended Solid Waste Facility Certification to facilities like yours that produce, and/or land apply biosolids. In the meantime, we are writing to inform you of new requirements being implemented this year under the new Rule.

Under the new Rules, all Solid Waste Facility Certification permittees must test their biosolids and land application site soils and groundwater monitoring wells for per- and polyfluorinated substances (PFAS). Please refer to section §6-1306 “Residuals Management Operating Standards” of the Rules, excerpt enclosed. Upon issuance of new Certifications, the frequency of PFAS monitoring will be specified, however, to maintain compliance with the Rules, we are requiring that all permittees conduct this testing annually. The table below outlines testing requirements, effective on the date of this letter, until a new Certification is issued to your facility:

Media	Sample Type/ Location	Sample Timing and Conditions
Biosolids	composite/ from storage post-dewatering	Prior to any land application event
Soils	composite, top 6” / from each field utilized	Late summer/fall, prior to land application
Groundwater	low-flow grab / downgradient wells	Spring, prior to land application

Composite samples of biosolids must be collected from final product, after treatment/dewatering, prior to all land application events. Composite samples of land application field soils must be collected from the top 6” of soil, prior to land application in the fall, for fields utilized that spreading season. Grab samples of downgradient monitoring wells must be collected in the spring by a qualified consultant using a low-flow sampling method, and prior to land application. Samples shall be submitted for analysis via modified EPA Method 537 with isotope dilution.

If you have any questions about these new monitoring requirements, please contact me.

Sincerely,



Eamon Twohig, Program Manager
Residuals Management & Emerging Contaminants Program

C: Cathy Jamieson, Division Director, Waste Management & Prevention Division

Enc: Excerpts from Vermont Solid Waste Rules



§ 6-1306 Residuals Management Operating Standards

(n) The following requirements for **sampling, analysis** and standards shall be met:

(1) All sludges, biosolids or septage intended for land application, and EQ biosolids and EQ biosolids products shall be sampled and analyzed for the following parameters. The frequency will be established in each sludge management plan or certification. Any biosolids or EQ biosolids products that are imported into Vermont shall also be analyzed for any parameters not established herein for which a regulatory standard is established in the jurisdiction in which they were produced or prepared.

(A) The material shall be analyzed for the total concentration of the following metals:

Arsenic (As)
Cadmium (Cd)
Chromium (Cr)
Copper (Cu)
Lead (Pb)
Mercury (Hg)
Molybdenum (Mo)
Nickel (Ni)
Selenium (Se)
Zinc (Zn)

(B) The material shall be analyzed for total percent solids

(2) Biosolids or septage intended for land application and EQ biosolids and EQ biosolids products shall be analyzed for following parameters:

Total polychlorinated biphenyls (PCB);

pH,

Total Kjeldahl Nitrogen (TKN),

Ammonia-Nitrogen (NH₄-N),

Nitrate-Nitrogen (NO₃-N),

Total Phosphorus (TP),

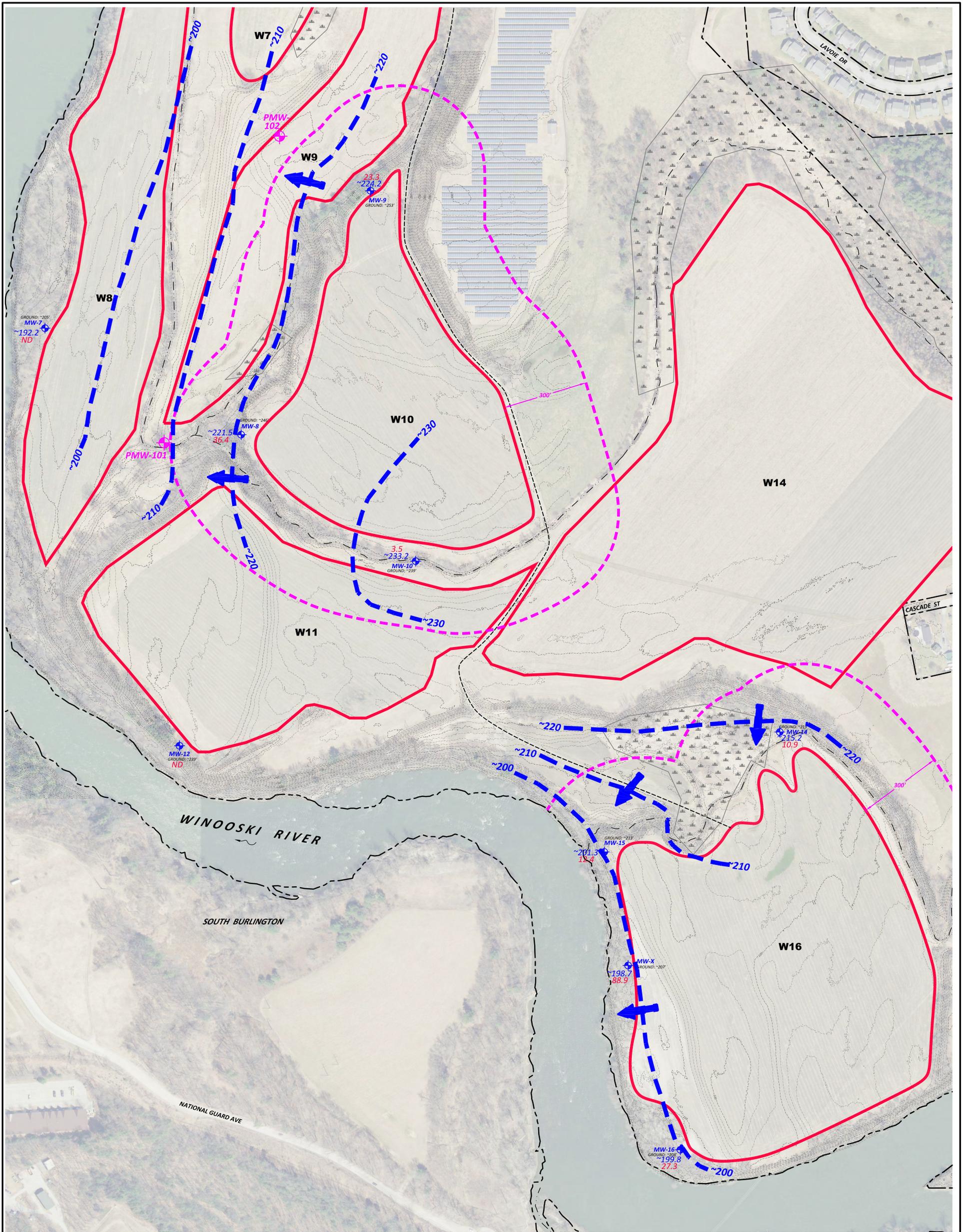
Total Potassium (TK),

Water extractable phosphorus (WEP); and

Per- and polyfluoroalkyl substances (PFAS) in accordance with this subdivision;

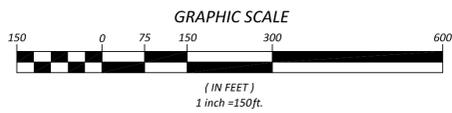
(A) PFAS regulated by the Secretary; and any other PFAS that the Secretary has determined may pose a risk to human health or other living organism and for which the Secretary has determined that a reliable testing and analytical methodology is available. The Secretary may require the material to be tested for additional parameters as determined to be necessary to prevent a threat to human health or the environment resulting from the application of materials





LEGEND

- PROPERTY BOUNDARY
- GROUND ELEVATION CONTOUR
- STREAM
- FARM ROAD
- LIMIT OF APPLICATION
- GROUNDWATER COMPLIANCE BOUNDARY
- WETLAND (SOURCE: VERMONT SIGNIFICANT WETLAND INVENTORY)
- EXISTING MONITORING WELL
- GROUNDWATER ELEVATION CONTOUR (APPROX) IN FT
- GROUNDWATER ELEVATION (APPROX) IN FT, APRIL 1, 2021
- PFAS CONCENTRATION (SUM OF 5 IN PPT) FROM 2020 SAMPLING
- PROPOSED NEW GROUNDWATER MONITORING WELL



NOTES:

1. THIS IS NOT A SURVEY. BOUNDARY INFORMATION IS FROM TAX MAPS.
2. EXISTING TOPOGRAPHY IS FROM VT LIDAR DATA, 2014. GROUND ELEVATION AT MONITORING WELL LOCATIONS IS BASED ON LIDAR SURFACE INQUIRY AND IS APPROXIMATE.
3. GROUNDWATER ELEVATIONS ARE BASED ON DEPTH BELOW GROUND ELEVATION, ACCOUNTING FOR EACH WELL STICKUP, AND ARE APPROXIMATE ONLY.
4. PFAS DATA ARE FROM SAMPLING BY OTHERS IN 2020.

SITE PLAN
ESSEX JUNCTION LAND APPLICATION FIELDS
ESSEX JUNCTION, VERMONT



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SCALE: NOTED	DATE: 6-25-21.
DRAWN BY: S.M.S.	PROJECT NO.:
PROJECT MANAGER: M.E.W.	APPROVED BY: C.D.H.
LAYOUT: <input type="checkbox"/> DRAFT <input checked="" type="checkbox"/> FINAL	
SHEET 1	OF 1



TABLE 1.0: GROUNDWATER ELEVATIONS
 Village of Essex Jct Biosolids Application Site [SW ID-124]
 307 South Street, Essex Jct, VT, 05452
 April 01, 2021

Well ID	Alt. Well ID	Ground Elevation (Ft-ASL)	Well Stickup (Ft-AGS)	Depth to Water (Ft BTOC)	Groundwater Elevation (Ft-ASL)
MW-7	WSE0207	205	3.0	15.8	192.2
MW-8	WSE0208	246	0.4	25.0	221.5
MW-9	WSE0209	253	2.7	31.5	224.2
MW-10	WSE0210	239	2.7	8.5	233.1
MW-12	WSE0212	239	2.7	NA	NA
MW-14	WSE0214	219	2.0	5.7	215.2
MW-15	WSE0215	213	3.4	15.1	201.3
MW-16	WSE0216	208	2.4	10.6	199.8
MW-X	MW-Unknown	207	2.6	10.9	198.7

From: Andrew Champagne

Sent: Saturday, July 24, 2021 12:57 AM

To: Andy Watts; Patrick Murray; Tracey Delphia; Vince Franco; Dawn Hill-Fleury; Andrew Brown; Raj Chawla; George Tyler; Daniel Kerin; Amber Thibeault; Ron Hoague; Marguerite Ladd

Subject: Racism in essex

<https://www.wcax.com/2021/07/23/essex-chief-admits-officers-response-damaged-community-trust/>

My god can you people please do something right for once? I'd like to hear good news just for once. Please. Get it together will ya! Let's go!!! This is a load of crap! This is what we get for 24 million dollars between both the Village and the Town?!?!? Come on! Let's Go!!! This is not hard!!!

We will not tolerate racism in any form in Essex. We will not tolerate someone even having racist thoughts in Essex. Racism has no place in Essex. **PERIOD!**

This is what happens when you spend all your time talking about separation, nothing else gets done. I remember yelling at you guys on your equity policy back in the spring. When are you going to start listening?

You were so nice to identify Brandon Williams. Why did you not identify the lady and her buddies?!?!?!?

The Trustee's and the Selectboard need to issue a formal apology to Brandon Williams that he experienced racism in Essex and it's not who we are. The lady who used a racial slur and all her other buddies needs to be publicly identified. The business needs to be identified also! The book needs to be thrown at these people. They get charged to the fullest extent of the law and Hoague you need to recommend the maximum sentence. Tell the District Attorney they are not to get a plea deal.

Tell the town manager to call Brandon Williams and tell him to send all his medical bills and legal fee's to the Town. We're going to buy him a new phone too. The village approves a 100k budget for separation without a vote. The town is even worse; they didn't even have a vote nor did they even come up with a budget for separation. They just started talking about separation and whatever they spend they spend! So since you have money for separation without any real authorization you got money for this guys medical bills, legal fees and a new phone. Galaxy S21 Ultra or if he insists on an iPhone 12 Pro.

After that phone call, have the town manager call the town's lawyer and have the business that Brandon Williams had the work on his bike done investigated. There's not a professional shop in the state that would tolerate its employee's getting into fights with its customers so it's not a professional shop. Are they paying their taxes? Do they have a business license? Is there any employee's and are they paying state and federal taxes? Are they following state and federal employee laws? Are they following safety laws since they are working with chemicals and heavy equipment? Since they are working on motor vehicles, do they have hazardous chemicals like motor oil, brake fluid and others. Are they disposing of those properly? Have our lawyer call the state and have them investigated. Look at their state taxes and federal taxes. Call the IRS. Call the Better Business Bureau to tell them a fight broke out at that business. Look for every picometer we can find, don't stop till we find them all and take every single one of them. Shut that business down. Make it so bad for these people they move to North Korea.

You need to triple the Racial Equity Budget. The Safety, Policing and Racial Justice Task Force needs to be dismissed and rebuilt and has to include an ACLU member and have their approval. Fire freaking Creative Discourse because they clearly don't know anything. Tell the Town manager (Hand of the King) racial equity is a high priority. Tell the town manager that since he set us up with Creative Discourse this type of thing happens again his job is on the line. Last time I yelled at the select board I asked them if the town manager was running the show or if they were. If you don't do that then I would say town manager is running the show. Tell the Town Manager to call the [Racial Equity, Inclusion & Belonging Office](#), [Rights & Democracy](#), [Richmond Racial Equity](#), [Williston Community Justice Center](#) see if we can get presentations for the Police, Selectboard and Trustee's. They clearly know a hell of a lot more about racial equity than we do. We need to setup a joint committee from all the towns and that committee is to update the Trustee's and Selectboard at each meeting and all their work needs to be in the meeting notes.

There's not many black or brown people in this town. They need to be protected because they are one of the weakest groups in our town and we **WILL PROTECT THEM**. The Selectboard and the Trustee's need to tell Hoague to issue a standing order that no black or brown person is to be issued a citation or arrested without Hoague personally approving it first. If the police have a conversation with a black or brown person Hoague needs to be briefed about that conversation within one hour of it occurring.

The Select Board and the Trustee's need to put out a statement that they want to know about every racist event that occurs in the town and village. If someone even thinks they witnessed a racist incident then they are to tell the town and village. A system needs to be setup so that someone can report racism anonymously and a database needs to save the data and it needs to be made public. This way we'll be able to analyze our racist incidents and look for patterns and make better decisions on racism.

Memorial Hall is a historical building. It was built to honor the Civil War veterans. It has been run down and we are going to fix it up and it will be our symbol of how much we care about racism. We should have that building ship shape before fall and we should be having our town meetings there. I'm still disgusted that the Select Board wouldn't start the Memorial Hall committee back up. Town manager has a 24 million dollar budget can't even make it so everyone can hear at the current building during the Trustee's and Selectboard meetings. Please... Clearly not capable of doing his job.

Come On Lets go!!! Don't wait for some black or brown person to get shot and our town end up in the national news. Take it seriously! You aren't going to be talking about separation at all after that happens. You won't even have the money to even think about separation! We're lucky we got away with this little protest. Wait till something like this happens to five corners. <https://www.nbcsandiego.com/news/local/protest-traffic-interstate-5-la-jolla-nobel/106096/>. There you can redirect traffic onto the 805 or 15 if one of the freeways are down. It's kinda simple. You really can't do that at five corners. That happens a few times and we'll be tearing down those new brick buildings and eminent domain a lot of property around five corners to deal with it. Andrew Brown is gonna have to call Uncle Sam back up and say "Sammy, forget Amtrak, I need a lot more money than four million too. This five corners thing gotta go. Every time they protest they shut five corners down and its murder! They back traffic up all the way to Montgomery! You gotta save me Sammy! Please!"

Get it together. Ditch your separation organization project. Let's solve some real problems!!!

MEETING SCHEDULES

08/06/2021

TOWN SELECTBOARD MEETINGS		VILLAGE TRUSTEES MEETINGS	
			
August 10, 2021—6:30 PM	VB Regular -- Amy		
August 17, 2021—6:30 PM	SB Regular – Cathy		
August 23, 2021—6:30 PM	JB Special - Darby		
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		
September 20, 2021—6:30 PM	JB Special - Cathy		
September 27, 2021—6:30 PM	JB Special - Darby		
October 4, 2021—6:30 PM	SB Regular – Darby		
October 12, 2021—6:30 PM	VB Regular – Darby		
October 18, 2021—6:30 PM	SB Regular -- Cathy		
October 19, 2021—6:30 PM	JB Special - Darby		
October 25, 2021—6:30 PM	JB Special -		
October 26, 2021—6:30 PM	VB Regular --		
November 1, 2021—6:30 PM	SB Regular – Amy		
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		
November 22, 2021—6:30 PM	JB Special - Amy		
November 23, 2021—6:30 PM	VB Regular – Darby		
December 6, 2021—6:30 PM	SB Regular -- Cathy		
December 13, 2021—6:30 PM	JB Special -		
December 14, 2021—6:30 PM	VB Regular -- Amy		
December 20, 2021—6:30 PM	SB Regular – Cathy		
December 21, 2021—6:30 PM	VB Regular -- Amy		
January 3, 2022—6:30 PM	SB Regular -- Amy		
January 11, 2022—6:30 PM	VB Regular – Darby		

January 18, 2022—6:30 PM	SB Regular
January 25, 2022—6:30 PM	VB Regular -- Cathy
February 7, 2022—6:30 PM	SB Regular
February 8, 2022—6:30 PM	VB Regular
February 22, 2022—6:30 PM	VB Regular -- Cathy
February 23, 2022—6:30 PM	SB Regular meeting
February 28, 2022—6:30 PM	Town Informational hearing
March 7, 2022—6:30 PM	SB Regular
March 8, 2022—6:30 PM	VB Regular
March 21, 2022—6:30 PM	SB Regular
March 22, 2022—6:30 PM	VB Regular -- Cathy
April 4, 2022—6:30 PM	SB Regular
April 6, 2022 – 7:00 PM	Village Informational hearing -- Cathy
April 13, 2022—6:30 PM	VB Regular