

VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
REGULAR MEETING AGENDA

Online & 2 Lincoln St.
Essex Junction, VT 05452
Wednesday, June 22, 2022
6:30 PM

E-mail: manager@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6951

This meeting will be in-person at 2 Lincoln Street and available remotely. Options to watch or join the meeting remotely:

- **WATCH:** the meeting will be live streamed on [Town Meeting TV](#)
- **JOIN ONLINE:** [Join Zoom Meeting](#)
- **JOIN CALLING:** (toll free audio only): (888) 788-0099 | Meeting ID: 944 6429 7825; Passcode: 635787

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
 - a. Comments from public on items not on agenda
5. **PUBLIC HEARING**
 - a. FY23 proposed utility rates – second hearing
6. **BUSINESS ITEMS**
 - a. Consider approval of fiscal year 2023 proposed utility rates
 - b. Department Head Conversation: Colleen Dwyer, HR Director
 - c. Consider amendments to Housing Commission charter
 - d. *Interviews and consider appointments to Housing Commission, Planning Commission, Development Review Board
7. **CONSENT ITEMS**
 - a. Approve check warrants: # 17306 (6/10/2022); #17307 (6/17/2022)
 - b. VTRANS municipal roads grants-in-aid program FY23
 - c. Approve minutes: 6/8/2022
 - d. Approve appointment of Health Officer
8. **READING FILE**
 - a. COVID-19 CDC surveillance sampling program data update
 - b. July 1 Celebration update
9. **EXECUTIVE SESSION**

*An executive session may be needed for the appointment of public officials.
10. **ADJOURN**

This agenda is available in alternative formats upon request. Meetings of the Trustees, like all programs and activities of the Village of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the Unified Manager's office at 878-1341 TTY: 7-1-1 or (800) 253-0191.

Certification: 6/20/22 Brad Luck

FY23 Water, Wastewater, and Sanitation Rate Setting

Public Hearing – June 8, 2022

Public Hearing – June 22, 2022

Village Combined Utility Rates

FY22 Combined Rates

- Usage .0374/c.f.
- Fixed Charge \$341.38/year
- Increase over FY21 ~~6.9%~~ **2.9%**
- Cost to average user \$559.80 per year or \$46.65 per month when using 120 gallons per day

FY23 Proposed Combined Rates

- Usage .0387/c.f.
- Fixed Charge \$359.90/year
- Increase over FY22 ~~5.4%~~ **7.7%**
- Cost to average user \$585.91 per year or \$48.83 per month when using 120 gallons per day

History – Annual Average Cost and Rates

Utility Charges Comparison					
<i>Residential Property using 120 gallons/Day</i>					
	FY19	FY20	FY21	FY22	FY23
Water					
Fixed Charge, annual	\$ 100.12	\$ 107.44	\$ 114.39	\$ 122.23	\$ 130.18
Usage (120 Gal/day, 5840 c.f./yr)	\$ 102.20	\$ 109.79	\$ 115.63	\$ 120.30	\$ 126.14
Total	\$ 202.32	\$ 217.23	\$ 230.02	\$ 242.53	\$ 256.32
\$ Change	\$ 11.14	\$ 14.91	\$ 12.79	\$ 12.51	\$ 26.30
% Change	5.82%	7.37%	5.89%	5.44%	11.44%
WWTF					
Fixed Charge, annual	\$ 94.24	\$ 103.28	\$ 113.95	\$ 113.95	\$ 122.37
Usage (120 Gal/day, 5840 c.f./yr)	\$ 51.39	\$ 57.23	\$ 62.49	\$ 62.49	\$ 64.24
Total	\$ 145.63	\$ 160.51	\$ 176.44	\$ 176.44	\$ 186.61
\$ Change	\$ 8.26	\$ 14.88	\$ 15.93	\$ (0.00)	\$ 10.17
% Change	6.01%	10.22%	9.92%	0.00%	5.76%
Sanitation					
Fixed Charge, annual	\$ 91.44	\$ 97.92	\$ 102.63	\$ 105.20	\$ 107.35
Usage (120 Gal/day, 5840 c.f./yr)	\$ 30.95	\$ 33.29	\$ 35.04	\$ 35.62	\$ 35.62
Total	\$ 122.39	\$ 131.21	\$ 137.67	\$ 140.82	\$ 142.97
\$ Change	\$ 1.80	\$ 8.82	\$ 6.46	\$ 3.15	\$ 5.30
% Change	1.49%	7.20%	4.93%	2.29%	3.85%
Total All Utility Rates, annual					
\$ Change	\$ 21.19	\$ 38.61	\$ 35.18	\$ 15.67	\$ 41.78
% Change	4.72%	8.21%	6.91%	2.88%	7.68%

Utility Charges Comparison					
<i>Rates</i>					
	FY19	FY20	FY21	FY22	FY23
Water					
Fixed Charge, annual	100.12	107.44	114.39	122.23	130.18
\$ Change	\$ 5.88	\$ 7.32	\$ 6.95	\$ 7.84	\$ 15.79
% Change	6.24%	7.31%	6.47%	6.85%	13.80%
Usage, per Cubic Foot					
Usage, per Cubic Foot	0.0175	0.0188	0.0198	0.0206	0.0216
\$ Change	\$ 0.0009	\$ 0.0013	\$ 0.0010	\$ 0.0008	\$ 0.0018
% Change	5.42%	7.43%	5.32%	4.04%	9.09%
WWTF					
Fixed Charge, annual	94.24	103.28	113.95	113.95	122.37
\$ Change	\$ 5.92	\$ 9.04	\$ 10.67	\$ -	\$ 8.42
% Change	6.70%	9.59%	10.33%	0.00%	7.39%
Usage, per Cubic Foot					
Usage, per Cubic Foot	0.0088	0.0098	0.0107	0.0107	0.011
\$ Change	\$ 0.0004	\$ 0.0010	\$ 0.0009	\$ -	\$ 0.0003
% Change	4.76%	11.36%	9.18%	0.00%	2.80%
Sanitation					
Fixed Charge, annual	91.44	97.92	102.63	105.20	107.35
\$ Change	\$ 1.80	\$ 6.48	\$ 4.71	\$ 2.57	\$ 4.72
% Change	2.01%	7.09%	4.81%	2.50%	4.60%
Usage, per Cubic Foot					
Usage, per Cubic Foot	0.0053	0.0057	0.0060	0.0061	0.0061
\$ Change	\$ -	\$ 0.0004	\$ 0.0003	\$ 0.0001	\$ 0.0001
% Change	0.00%	7.55%	5.26%	1.67%	1.67%

Village Water User Rates

FY23 Proposed Rates

Usage	\$0.0216/cubic foot
Fixed Charge	\$130.15/year [50% of budget]
Increase over FY22	5.7% or \$13.76 annually for average user
Cost to average user	\$256.29/year [120 gallons per day]

Reasons for Increase

1. 5.8% increase in operating budget primarily due to increases to employee benefit costs, and increasing a shared part time position to full time
2. 3.5% increase in CWD Wholesale Rate

Village Wastewater Treatment User Rates

FY23 Proposed Rates

Usage	\$0.0110/cubic foot
Fixed Charge	\$122.37/year [65% of budget]
Increase over FY22	5.6% or \$9.96 for average user
Cost to average user	\$186.39/year [120 gallons per day]

Reasons for Increase

1. 10.6% increase in WWTF budget primarily due to increased staffing (shared part time position to full time, and vacant part time position increased to full time)
2. Changing State regulations and unfunded mandates, increased cost of chemicals

Village Sanitation User Rates

FY23 Proposed Rates

Usage	\$0.0061/cubic foot
Fixed Charge	\$107.35/year [75% of budget]
Increase over FY22	1.5% or \$2.15 for average user
Cost to average user	\$142.97/year [120 gallons per day]

Reasons for Increase

1. \$7,750 increase in amount raised toward WWTF Upgrade Debt as planned
2. Budget increase of 1.7% driven by administrative fee and pump station costs

Large Water User Rate

FY23 Proposed Rate

Usage	\$0.110/1,000 gallons
Change from prior year	\$0.018/1,000 gallons or 19.6%

Explanation:

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

Wastewater Treatment Wholesale Rate

FY23 Proposed Rate

Usage	\$3.565/1,000 gallons
Increase over FY22	9.7%

Reasons for Increase

1. 10.6% increase in WWTF budget
2. \$25,000 increase for biosolids land application
3. \$55,000 increase for chemicals, \$25,000 increase for electricity
4. Planned \$20,000 increase to the capital transfer

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

MEMORANDUM

TO: Village Trustees and Brad Luck, Interim Co-Manager
FROM: Jess Morris, Finance Director
DATE: June 13, 2022
SUBJECT: Approve FY23 Utility Rates

Issue

To present the proposed FY23 Utility Rates for approval by the Trustees.

Discussion

In order to fund the FY23 Water, WWTF, and Sanitation Fund budgets staff recommends the Village rates be set as follows:

Rate:	FY23 Rate:
Water usage rate	\$0.0216 / cubic foot
Water Annual Fixed Charge	\$130.15 / year
Wastewater Treatment usage rate	\$0.0110 / cubic foot
Wastewater Treatment Annual Fixed Charge	\$122.37 / year
Sanitation usage rate	\$0.0061 / cubic foot
Sanitation Annual Fixed Charge	\$107.35 / year
Large Water User Rate	\$0.110 / 1,000 gallons
Wastewater Treatment Wholesale Rate	\$3.565 / 1,000 gallons

Cost

The cost to the Village resident using 120 gallons per day will increase by 7.68% or \$41.78 per year. The large user rate is increasing by \$0.018 or 19.6%. The Wastewater Treatment wholesale rate is increasing 9.7% to \$3.565

Recommendation

It is recommended that the Trustees adopt the FY23 Utility Rates as presented.

Memo

To: Village Trustees

From: Colleen Dwyer

Meeting Date: June 22, 2022

Agenda Item: Department Head Conversation

This is intended to be an opportunity for the Trustees to engage with the Department Head and to have a conversation that is not driven by a business item or budget need, but an honest look into their operations, staff, and services. The Department Head will begin with a few highlights from each of the three sections below before opening it up to a dialogue with the Trustees. The intention is for this conversation to be 10-15 minutes.

Six-Month Department Look Back (celebrations, accomplishments, mistakes, challenges, staff, volunteers, community members, partnerships, budgets, programs, initiatives, efforts, etc.)

- Onboarding and training as a new municipal worker
- Compensation
- City Manager hiring process

Six-Month Department Look Ahead (celebrations, accomplishments, mistakes, challenges, staff, volunteers, community members, partnerships, budgets, programs, initiatives, efforts, etc.)

- Work/Shadow each department to have a better understanding of their unique department needs.
- 360 Reviews for all Department Heads
- Build culture

Anything you think the Trustees should know

- Opportunities for efficiencies

Memorandum

To: Essex Selectboard; Greg Duggan, Town Manager; Essex Junction Board of Trustees; Brad Luck and Wendy Hysko, Interim Village Managers
From: Essex Housing Commission
Copy: Darren Schibler, Essex Town Planner; Sharon Kelley, Essex Town Zoning Administrator; Robin Pierce, Essex Junction Community Development Director
Date: June 15, 2022
Subject: Housing Commission's Recommendations on Separation

Issue

The Housing Commission wishes to provide recommendations to the Selectboard and Board of Trustees on plans to transition to separate Town and City Housing Commissions.

Discussion

At a special meeting on May 12, 2022, members of the Joint Essex / Essex Junction Housing Commission (HC), staff from the Town and Village Community Development Departments, Town Manager Greg Duggan, and Interim Village Manager Brad Luck discussed the future of the HC under Village separation.

First, the HC confirmed that it understands the recent decision to separate all joint commissions and boards by July 1, 2023, and that the Selectboard and Trustees do not support continuation of a commission appointed and overseen jointly by the two legislative bodies. However, it is also clear that each municipality wishes to retain its own Housing Commission following separation. Finally, each municipality would support continued collaboration and sharing of ideas and resources between the two Housing Commissions, provided that they receive separate oversight, funding, and staff support.

The HC discussed the current and future balance of member representation from each municipality, which currently happens to be equal. Katie Ballard, Gabrielle Smith, and Mia Watson will be residents of the future City of Essex Junction, while Mark Redmond will be residents of the Town of Essex (as would Michelle Teegarden, but she has decided not to seek reappointment). Though Emily Taylor is a resident of neither, she provides services to residents of the Town through her work at Champlain Housing Trust.

The HC also highlighted the importance of retaining institutional memory and momentum on the work it has done for both jurisdictions over the past two years. The HC's primary work items continue to be relevant to both municipalities – developing inclusionary zoning policies; exploring creation of housing trust funds; inventorying rental properties and surveying renters and landlords on their needs and concerns; and conducting community outreach generally.

Given the above, the HC agreed on the need to increase its membership to 10 (with the Town and City represented by 5 members each) during the transition period. This is to ensure that progress on HC initiatives will continue in the interim, and that members of the

separated commissions are equitably prepared to continue working effectively for each municipality as soon as the transition period is over. Given that the Selectboard and Trustees are no longer holding regular joint meetings, the HC recommends that each municipality be responsible for the appointment of 5 members.

Finally, the Commission discussed adjustments to staff support during and after the transition. Up to this point, agenda management and public notices have been handled by the Town Community Development office, but the Town Community Development Director, Town Planner, and Village Community Development Director attended HC meetings, and assisted work groups as appropriate to each jurisdiction. There is no reason to change this during the transition period.

However, since the City wishes to create its own committees for each of those that currently serve both the Town and the Village, presumably the City Community Development Director alone would be responsible for supporting at least six other City boards and committees (Planning, Development Review, Economic Development, Tree Advisory, Bike/Walk Advisory, and Energy). Because adequate staff support is absolutely essential for volunteer boards to function effectively, the Housing Commission strongly advocates for the City Council and management to create additional staff positions to support all new City committees. Failure to do so will disrupt the HC's ability to serve the City's dire demand for additional, affordable, and appropriate housing, not to mention other City needs.

While the HC respects and appreciates the amount of work left to finalize the separation and creation of the City of Essex Junction, we do want to take this opportunity to continue to express the importance and urgency of our communities' housing needs. We hope that this letter can begin the important discussion of how the future HCs can collaborate to confront the ongoing housing challenges and continue to work together for the safe affordable housing of everyone who lives, works, or owns property in our community. If either municipality has any specific hopes or needs related to future HCs, or adjustments to the timeline, please let us know how we can best support this effort.

Proposal

Since the legislative bodies are no longer conducting regular joint meetings, the Housing Commission recommends that they each vote (at separate meetings or a final joint meeting) to modify the HC's charter so that each legislative body may unilaterally appoint its own 5 members to the joint HC for the transition period (for a total of 10 members). The Selectboard or City Council would conduct appointments under their respective processes, including for existing members whose terms end June 30, 2022 and thereafter. Except for that change and updating references to Town and City entities, the HC sees no need to modify the existing charter language, including the provision allowing non-resident members as long as a majority are residents, or to change the commissioner job descriptions for the new Commissions.

The 10-member HC would continue to operate as a single entity at first, but no later than April 2023 would begin conducting business separately (possibly but not necessarily in the

manner of joint meetings of the Selectboard and Trustees). No later than June 30, 2023, both the Selectboard and City Council would act to dissolve the joint Housing Commission and create their own Housing Commissions. Again, this could be done at a joint meeting of the Selectboard / City Council or at separate meetings, as long as there is agreement on the resolution (which can be provided by the Housing Commission).

The HC recommends that quorum be set at 5 members during the transition period to allow them to continue conducting business while new members are recruited. Following final separation, the HC anticipates that the membership of each separated Commission would be increased to seven (and quorum would be set to 4). Any existing terms would continue for members of the new Commissions.

Cost

Under the volunteer stipend program, Housing Commission members are paid \$50 per meeting, and as a joint commission the cost is split equally between the Town and City for FYE 2023. Adding three new members would result in additional expenses of up to \$600 per member (\$1,800 for all three members) for each municipality, assuming all three members attend the regularly-scheduled two meetings per month from July 2022 – June 2023. The total annual cost of volunteer stipends for the Housing Commission for each municipality would be \$6,000. This would continue into FYE 2024 for each municipality after the end of the separation transition period, though if membership were increased costs would increase accordingly.

There would be increased City costs to add staff to the City Community Development office; however, the HC would rely on City staff to provide cost estimates and recommendations.

Recommendation

The Housing Commission recommends that the Selectboard and Board of Trustees endorse its separation proposal and approve the revised joint Housing Commission charter, anticipating that final resolutions to separate the Housing Commission, and proposed new charters, will be provided by June 1, 2023.

Attachments

1. Housing Commission Charter – Proposed 20220615
2. Housing Commissioner Job Description

Joint Essex Housing Commission Charter

Approved January 14, 2020 by the [Essex](#) Selectboard and [Essex Junction](#) Board of Trustees
Amended August 23, 2021 by the [Essex](#) Selectboard and [Essex Junction](#) Board of Trustees
Amended _____, 2022 by the Essex Selectboard and _____, 2022 by the Essex Junction Board of Trustees

Mission

The mission of the Joint Essex and Essex Junction Housing Commission is to help ensure that any resident (or aspiring resident) of Essex [and Essex Junction](#) has access to a home that:

- Is affordable (generally no more than 30% of household income is spent on housing);
- Is a desirable type and size for their household;
- Is located with easy access to basic needs (jobs, schools, food, health care, and cultural experiences) via walking, biking, or public transit;
- Is of sufficient quality to ensure the health, safety, and enjoyment of its residents;
- Meets residents' special needs, including senior care, ADA-accessibility, recovery housing, and housing for people who are homeless, etc.; and
- Is made available regardless of race, religion, sex, sexual orientation, gender identity, age, national origin, pregnancy, disability, or status of citizenship, family, and military service.

Purpose

The Commission advises the Selectboard, ~~Board of Trustees~~[City Council](#), Planning Commissions, and other municipal boards and committees on the housing needs of the community, including review and consultation of policy and zoning changes related to housing. The Commission maintains and analyzes the community's demographic and housing stock information and provides periodic updates on housing issues to elected officials. The Commission also works to educate the public on housing topics and develops partnerships with developers, non-profits, state agencies, and social service organizations to advance the community's housing goals.

Membership

The Commission is composed of up to ~~seven~~[ten](#) members ~~jointly with five each~~ appointed by the Selectboard and ~~Trustees~~[City Council](#). Each member shall serve a staggered three-year term

with no term limit. In appointing Commission members, the Selectboard and ~~Trustees~~ City Council should select members who represent a variety of relevant interests and backgrounds, including but not limited to: for-profit and non-profit housing developers; housing authorities and agencies; social services organizations; representatives of area businesses; and at-large members of the community. ~~Four of the members~~ Of each municipality's five members, three shall be residents; for the remaining members, residency is preferred but not required. The Commission shall receive staff support from ~~the both Town and City~~ Community Development Departments and other departments as needed.

Operations

A quorum shall consist of ~~four~~ five members. At its annual organization meeting, the Commission shall elect a chairperson, vice-chairperson and clerk and shall adopt such rules/by-laws as it deems necessary for the performance of its functions. Officers shall be elected annually. The Commission shall keep a record of all transactions and meetings which shall be filed with the Town and City Clerk as a public record and notice shall be posted in the office of the Town and City Clerk and two other public buildings in each municipality of the times and places of meetings of the Commission. All meetings shall be conducted in accordance with Vermont's Open Meeting Law.

Job Description of Essex / Essex Junction Housing Commissioners

Title: Housing Commissioner

Term: Three year term, running from July 1 to June 30 of the year first appointed and for two subsequent years.

Appointment: Jointly by the Essex Selectboard and ~~Trustees~~Essex Junction City Council

Job Description:

The purpose of the Essex / Essex Junction Housing Commission is to “Advise the Selectboard, ~~Board of Trustees~~City Council, Planning Commissions, and other municipal boards and committees on the housing needs of the community, including review and consultation of policy and zoning changes related to housing. The Commission maintains and analyzes the community’s demographic and housing stock information and provides periodic updates to elected officials. The Commission also works to educate the public on housing topics and develops partnerships with developers, non-profits, state agencies, and social service organizations to advance the community’s housing goals.” The ultimate responsibility of each Commissioner is to fulfil that purpose for the greater Essex community.

Specific duties and responsibilities:

1. The ~~initial expectation is that the~~ Commission ~~will begin its work with generally meets on the first and third Wednesdays of each month~~two meetings/month, with the potential to reduce to once per month when appropriate. Commissioners should attend all meetings of the Commission, and if a meeting must be missed, notify the chair as soon as possible. If more than 25% of the meetings are missed within a year, it is possible the Chair may recommend replacement.
2. Come to all Commission meetings prepared, meaning all material has been thoroughly read and assignments have been completed.
3. Fully participate and engage in the meeting discussions, including asking pertinent questions, engaging in respectful dialogue, and giving time for all Commissioners and guests to speak as needed.
4. Bring your personal experience and expertise to the Commission to be a voice representing that perspective in discussions. Also be open to hearing other perspectives and experiences that may be different from your own.
5. Be prompt with your time, succinct with your comments, and participate fully.
6. Expect there will be periodic work to be done outside of Commission meetings such as external research, possible interviews of subject matter experts, site visits, or training opportunities. This external work is an important component of making progress for the Commission.
7. There is no expectation that Commissioners have experience in housing development, sales, affordable housing, planning, or any other related field. There is an expectation that Commissioners be willing to learn and absorb the material presented so as to help fulfill the Commission’s purpose (as stated above).

Memo

To: Village Trustees

From: Brad Luck, Interim Co-Manager

Meeting Date: June 22, 2022

Agenda Item: Appointments to Housing Commission, Planning Commission, Development Review Board

Issue

Effective July 1, there will be three openings on the Planning Commission, four on the Development Review Board, two on the Tree Advisory Committee, two on the Bike-Walk Committee, one on the Chittenden Solid Waste District Board, and two on the Capital Review Committee.

If the changes to the Housing Commission charter are accepted, there will be three openings on the Housing Commission for City representation.

Discussion

All of the following applicants have been invited to interview tonight. It is not clear if all are available as of the writing of this memo.

Housing Commission – 3 openings

Applicants: Gabrielle Smith, Ta Tanisha Redditta, Ned Daly

Planning Commission – 3 openings

Applicants: Diane Clemens, Scott McCormick, Elijah Massey

Development Review Board – 4 openings

Applicant: Cristin Gildea, Maggie Massey, Dylan Zwicky

Note: John Alden is interested in resigning from the Planning Commission and being appointed to the Development Review Board. He has not been invited for an interview. His term on the Planning Commission does not expire until next year. It is recommended he be appointed to the DRB and maintain his term expiration.

Note: Robert Mount is already a member of the Zoning Board of Adjustment, which automatically becomes the Development Review Board effective July 1, but appointing him has been included as a formality.

Cost

N/A.

Recommendation

It is recommended that the Trustees interview the applicants and consider them for appointment to the respective committees.

Recommended Motion

Should the Trustees decide to move forward with the recommendation, the following are the recommended motions:

If the Trustees wish to discuss the appointments in executive session, the following is the motion:

“I move that we go into executive session to discuss the appointment of public officials under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes, and include the interim co-managers.”

In open session or after executive session, the following is the recommended motion for appointments, should the Trustees desire to appoint each of these individuals:

“I move that we approve Gabrielle Smith (3-year term), Ta Tanisha Redditta (3-year term), Ned Daly (2-year term), Katie Ballard (1-year term), and Mia Watson (1-year term) to the Housing Commission.

“I move that we appoint Diane Clemens (3-year term), Elijah Massey (3-year term), and Scott McCormick (2-year term) to the Planning Commission.”

“I move that we appoint John Alden (1-year term), Robert Mount (2-year term), Cristin Gildea (2-year term), Maggie Massey (3-year term), and Dylan Zwicky (3-year term) to the Development Review Board.”

Attachments

Applications from:

- Gabrielle Smith
- Ta Tanisha Redditta
- Ned Daly
- Diane Clemens
- Scott McCormick
- Elijah Massey
- Cristin Gildea
- Maggie Massey
- Dylan Zwicky

Letter of resignation from PC and request to join DRB from John Alden

Print

Volunteer Application - Town of Essex & Village of Essex Junction Housing Commission - Submission #522

Date Submitted: 6/14/2022

Joint Essex Housing Commission

Term: Three year term

Appointment: Jointly by the Town of Essex Selectboard and Village Board of Trustees

Contact: Darren Schibler, Town Planner; dschibler@essex.org; 802-878-1343 or Robin Pierce, Village Community Development Director; robin@essexjunction.org; 802-878-6950

APPLICATION

First Name*

Gabrielle

Last Name*

Smith

Physical Address*

Email Address*

Phone Number

Why are you interested in volunteering for the Joint Housing Commission?*

I have served on the Commission for two years. I have learned a lot, increasing my capacity to serve and contribute to the work of the Commission. As the Joint Housing Commission will be separating into a Town Housing Commission and a City Housing Commission, I can contribute to the continuity of experienced members on the City Commission. I am passionate about housing in our community and believe in the important of the Housing Commissions to support the governing boards in activity and decision-making that affects housing.

Do you have any personal aspirations that could be enhanced by your service on this commission?*

To better serve my community, helping to improve the affordable housing market

Do you have any special skills, expertise, connections, or experience that you believe could be beneficial to the work of the commission?*

Community engagement, especially those who are traditionally marginalized or feel unwelcome in municipal events and outreach

VERMONT PUBLIC RECORDS LAW

Under Vermont's Public Records Act, [1 V.S.A. §§ 315-320](#), any person has the right to request inspection or copying of a public record from government agencies, including municipalities.

Documents in the possession of public officials for municipal business are classified as public records and are available to the public unless excluded under the Public Records Act.

Applicants are discouraged from submitting information considered proprietary unless it is deemed essential for proper evaluation of the application. However, if the application contains information that the applicant considers to be trade secrets or confidential, the pages containing that information should be identified.

Please note, some information in a public record may be redacted, narrowed, or denied in accordance with State law if it could reasonably be expected to constitute an unwarranted invasion of personal privacy.

3. SIGNATURE: By typing my full name, I authorize the information in this application, with the exception of my email address and phone number, to be included in a public meeting packet for board consideration and public interview.*

Gabrielle Smith

4. DATE SIGNED:*

6/14/2022

Print

Volunteer Application - Town of Essex & Village of Essex Junction Housing Commission - Submission #496

Date Submitted: 4/26/2022

Joint Essex Housing Commission

Term: Three year term

Appointment: Jointly by the Town of Essex Selectboard and Village Board of Trustees

Contact: Darren Schibler, Town Planner; dschibler@essex.org; 802-878-1343 or Robin Pierce, Village Community Development Director; robin@essexjunction.org; 802-878-6950

APPLICATION

First Name*

Ta Tanisha

Last Name*

Redditta

Physical Address*

Email Address*

Phone Number

Why are you interested in volunteering for the Joint Housing Commission?*

I would like to see affordable housing for everyone in the community.

Do you have any personal aspirations that could be enhanced by your service on this commission?*

Yes, I was homeless so I would like to start my non profit organization for the homeless .

Do you have any special skills, expertise, connections, or experience that you believe could be beneficial to the work of the commission?*

I have experience in management, organization also life experiences. I believe I can make a difference in this area.

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Please note, some information in a public record may be redacted, narrowed, or denied in accordance with State law if it could reasonably be expected to constitute an unwarranted invasion of personal privacy.

3. SIGNATURE: By typing my full name, I authorize the information in this application, with the exception of my email address and phone number, to be included in a public meeting packet for board consideration and public interview.*

Ta Tanisha Redditta

4. DATE SIGNED:*

4/26/2022

Essex Junction Appointed Committees Application

Thank you so much for your interest in serving your community on one of our appointed committees or commissions. Please complete the information below and submit. A representative from the administration will be in touch regarding next steps, which typically includes a brief interview with the Trustees.

Please note that once you submit this it is a public record. Your application will appear in a board packet that the public will see. Your e-mail, address, and phone number will be redacted.

ail *

Name (first & last) *

Ned Daly

Address - please note that you must be a resident of the Village of Essex Junction (City of Essex Junction effective 7/1/22) *

Phone *

I am interested in applying to join the (note: if you are interested in more than one, please complete a separate application for each committee): *

- Bike-Walk Advisory Committee
- Capital Review Committee
- Chittenden Solid Waste District Board
- Development Review Board
- Joint Housing Commission
- Planning Commission
- Tree Advisory Committee

Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? *

- Yes
- No

New Committee Member

Why are you interested in joining this committee? *

I have been on the Town Planning Commission for 8 years. Due to the changing governmental status of the town and village, and being a resident of the Village, I would like to be more involved in the growth of the new city. I have also been a liaison of the Town OC to the Housing Commission working on the subject of inclusionary zoning.

What about your education, experiences, and background will help you be a contributing member to this committee? *

Masters Degree in City Planning, 8 years on a local planning commission, lifetime work in the construction and development industry as a contractor, owner's representative, design team representative, and life safety inspector. My work experiences in over \$4B in public and private development have given me the skills to work successfully with all participants in the development process. (Resume can be forwarded if requested)

What do you hope to accomplish during your term on this committee? *

The new city faces many challenges as it grows for the future. Cities and the state face enormous needs in housing, employment, health care, and social services and guiding development to help satisfy these needs in a progressive manner would be a satisfying effort for me. I am retired and have the time to devote to helping the city look to the future.

Is there anything else you would like to say about your interest and application? *

I feel strongly that both the DRB and the Housing Commission will require a broad perspective to allow them to face the future and feel I have the background and the vision to contribute to this process.

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Email *

.....

Name (first & last) *

Diane Clemens

.....

Address - please note that you must be a resident of the Village of Essex Junction (City of Essex Junction effective 7/1/22) *

.....

Phone *

.....

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Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? *

- Yes
- No

Returning Committee Member

Why do you want to be reappointed to this committee? *

We are nearing the end of the review process for the LDC: I would like to complete the process and have a finished product - a revised LDC.

What have you enjoyed about your time on this committee so far? *

Encouraging citizens to participate in their government and the departments that govern their lives despite their apprehension.

What are two significant accomplishments this committee has made during your term?

1. Comprehensive Plan written and revised 2. Design Five Corners Philosophy and plan

What do you hope to accomplish by being reappointed for another term? *

Completion of the LDC review process and the start of a next vision for the new City of Essex Junction's comprehensive plan.

Is there anything else you would like to say about your interest and application? *

Planning is about understanding the past and the now to envision the future. Urban planning is about taking a resident vision of economics and place and applying that to the community in which they live (with input of the State legislature, of course). Planning is the expression of the ever present change that is constant by codifying how that change will occur. I look forward to discussing that vision.

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Email *

.....

Name (first & last) *

Scott McCormick

.....

Address - please note that you must be a resident of the Village of Essex Junction (City of Essex Junction effective 7/1/22) *

.....

Phone *

.....

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- Tree Advisory Committee

Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? *

- Yes
- No

New Committee Member

Why are you interested in joining this committee? *

I think my experience as a land use specialist both internationally and domestically would add significant value to the commission.

What about your education, experiences, and background will help you be a contributing member to this committee? *

I have a Ph.D. in Land Resources, MS in Agricultural Economics, and a BS in Environmental Engineering. I have 45 years of experience managing or supporting land use, biodiversity conservation, climate change adaptation, water resources, GIS, and pollution control activities in the US, Africa, Asia and the Caribbean. I managed ARD's first GIS program and supervised the development of GIS plans for numerous towns in Vermont and I also was a member of the Vermont GIS advisory committee in about 1989/90. I have coordinated or overseen the development of land use, climate change adaptation, and water resources plans with numerous local, regional and trans boundary organizations, experience extremely relevant to implementing, reviewing, or revising (if necessary) the City of Essex Junction Comprehensive Plan. I would be happy to share my CV with the Commission.

What do you hope to accomplish during your term on this committee? *

I would like to apply my experience to promote integration of Vermont's Climate Change Action Plan with the City's Comprehensive Plan as well as discussing with the Commission and citizens more opportunities for alternative transportation (biking, walking) in various areas of the city.

Is there anything else you would like to say about your interest and application? *

I believe strongly in engaging community members and other stakeholders in decision-making. Community plans need to be "owned" by the people they affect and they should be engaged actively in the development and implementation of these plans. I am an experienced action planning workshop facilitator and I have facilitated the development of numerous stakeholder action plans. Because of my experience and my people-centered approach, I feel I could add significant value to the Planning Commission.

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Email *

Name (first & last) *

Elijah Massey

Address - please note that you must be a resident of the Village of Essex Junction (City of Essex Junction effective 7/1/22) *

Phone *

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Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? *

- Yes
- No

New Committee Member

Why are you interested in joining this committee? *

I think that civic engagement is an important piece of fostering community. I am interested in serving on the Planning Commission because I am invested in supporting the work of making our new City a place that acknowledges history, addresses current realities, and dreams of what the future could bring.

What about you education, experiences, and background will help you be a contributing member to this committee? *

Professionally, I would bring a background in Vermont-based Community Economic Development, drawn from working for the USDA's Rural Development Agency in communities across the state (<https://www.rd.usda.gov/vt>). In addition, I also served on the Board of the Vermont Community Development Association (<https://www.vtcda.org>) for a number of years, deepening my understanding of both community dynamics and issues/opportunities unique to our region. In addition I earned an MS in Community Development and Applied Economics from UVM ('17) and would bring a variety of volunteer experience to the position including (previously) serving on the Essex Junction Bike/Walk Committee and as a volunteer with the US Peace Corps in South America. In terms of basic technical assets, I would be able to lend skills including critical reading, the ability to analyze and interpret statistical and economic information, writing/composition, and facilitation of group discussions/dialogue.

What do you hope to accomplish during your term on this committee? *

I hope to work collaboratively with the other committee members, foremost to listen and seek out the varied and diverse voices of our new City. Informed by these perspectives, concerns, hopes and opinions, I would seek to work with our existing resources to continually shape and reshape our guiding principles - embodied in the Comprehensive Plan - to be responsive to the aspirations of the community as a whole.

Is there anything else you would like to say about your interest and application? *

As a 'flatlander' who found his way to Vermont, I bring a valuable perspective: one that has always been present in the state, but which has often been placed in contrast to Vermonters with older family connections to a given area. This noted, I have two young daughters who were born in Vermont and whom my partner and I look forward to raising here. I am interested in helping to lead the conversation around the evolution of our community here in the new City of Essex Junction, the community in which my daughters will grow up and which they will inherit.

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Email *

.....

Name (first & last) *

Cristin Gildea

.....

Address - please note that you must be a resident of the Village of Essex Junction (City of Essex Junction effective 7/1/22) *

.....

Phone *

.....

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- Yes
- No

New Committee Member

Why are you interested in joining this committee? *

I have resided in Essex Junction since 2007 with my husband, son and our dog. We love this community. I have watched the junction grow and change over the last several years. I am excited about the direction it is moving in and I want to contribute to ensuring the Junction—soon to be City of Essex Junction—continues to be the welcoming and inclusive place that my family and I have come to know it as.

What about your education, experiences, and background will help you be a contributing member to this committee? *

I am a proud graduate of UVM. I have worked at UVM and the UVM Foundation for the last 20 years. I am currently the Executive Director of Alumni Relations for the UVM Larner College of Medicine. I manage volunteers and committees and oversee logistics and programming for events and assist with fundraising. My job is centered around relationship building, connecting and engaging alumni, logistics, problem solving and raising philanthropic dollars for UVM. I feel that my education and job experience will be an asset to this committee. In addition, I grew up in Westfield, NJ. My parents were both small business owners with shops in the downtown and as a family we were heavily involved in the community. It is something I cherish about my childhood. Essex Junction reminds me of Westfield and was one of the reasons my husband and I moved here. My brother is the town administrator in Westfield and has been for the last 20 plus years. As a young person, I worked in the Westfield recreation department. I understand town government and how important these volunteer committees are and how they can play a big part in whether a town will flourish.

What do you hope to accomplish during your term on this committee? *

My family and I live very close to the 5 corners and the downtown district. We walk, bike and frequent all the downtown businesses and community services. I would like to be a contributing member of the committee who keeps the idea of a walkable and accessible city at the forefront of the decision making.

Is there anything else you would like to say about your interest and application? *

Thank you all for what you do and I hope to be able to join the group and contribute to the continued success of the Essex Junction community.

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E-mail *

.....

Name (first & last) *

Maggie Massey

.....

Address - please note that you must be a resident of the Village of Essex Junction (City of Essex Junction effective 7/1/22) *

.....

Phone *

.....

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- Planning Commission
- Tree Advisory Committee

Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? *

- Yes
- No

New Committee Member

Why are you interested in joining this committee? *

As Essex Junction becomes a city, I am interested in becoming more involved with its growth and development. Being a part of the committee that works applications for development projects would allow me a way to be directly involved with community development.

What about you education, experiences, and background will help you be a contributing member to this committee? *

My most relevant experience comes from working as a Peace Corps recruiter. During this job, I evaluated applications for service and made formal recommendations for individuals qualifications to serve. I have additional volunteer work reviewing applications for college acceptance and scoring grant proposals. I have an MPA from UVM and experience with community development volunteering as a Peace Corps volunteer in Paraguay.

What do you hope to accomplish during your term on this committee? *

My main goal would to be an involved citizen of Essex Junction. I would like to help ensure that development projects meet the vision of the soon to be formed city and that citizens are involved in its evolution.

Is there anything else you would like to say about your interest and application? *

While I do not have specific experience with architecture or construction, I do have experience reviewing applications. I am excited for an opportunity to learn more about development projects and willing to put in the necessary effort and time to be a helpful committee member.

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Email *

.....

Name (first & last) *

Dylan Zwicky

.....

Address - please note that you must be a resident of the Village of Essex Junction (City of Essex Junction effective 7/1/22) *

.....

Phone *

.....

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- Tree Advisory Committee

Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? *

- Yes
- No

New Committee Member

Why are you interested in joining this committee? *

My wife and I lived for several years in the Town of Essex and are new residents (as of May 31) of the Village. We plan to call the Village of Essex Junction home for the foreseeable future and are looking for opportunities to put down roots and engage in the community. My day job is as a lobbyist with Leonine Public Affairs in Montpelier. Development, and the role that local boards play in the development process is a constant topic of discussion in the halls of the statehouse, and an area that has always been of interest to me. As a new resident of the Village, I want to play a productive and helpful role in ensuring that our community is able to grow in a way that matches the vision of Essex Junction's Land Development Code, zoning regulations, and Comprehensive Plan.

What about your education, experiences, and background will help you be a contributing member to this committee? *

I work collaboratively with others and am recognized as someone who listens well to all parties and makes informed, thoughtful decisions. I have experience drafting and analyzing legislation, including legislation related to land use regulations.

What do you hope to accomplish during your term on this committee? *

I hope to become a contributing member of the Essex community.

Is there anything else you would like to say about your interest and application? *

Thank you for taking the time to consider my application. I look forward to hearing from you.

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

Google Forms

Brad Luck

From: John Alden <jba@scottpartners.com>
Sent: Monday, June 20, 2022 2:18 PM
To: Brad Luck
Subject: Village PC - transition to City DRB

CAUTION: This email originated from **OUTSIDE** our organization. **STOP & CONSIDER** before responding, clicking on links, or opening attachments.

Dear Trustees-

I am writing to formally resign my position on the Planning Commission effective 7/1/22. I would like to be appointed to the new Development Review Board instead and keep my current term schedule to be up for renewal on 7/1/23.

Thank you for this consideration. I look forward to continued service to the community.

Best regards,

John Alden

John B. Alden, AIA

Principal



7 Carmichael Street
Essex Junction, VT 05452
T 802.879.5153
C 802.233.3011
www.scottpartners.com

Sent from the copier

This message contains confidential information and is intended only for the individual(s) addressed in the message. If you aren't the named addressee, you should not disseminate, distribute, or copy this e-mail. If you aren't the intended recipient, you are notified that disclosing, distributing, or copying this e-mail is strictly prohibited.

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
05290	06/08/22	ADVANCE AUTO PARTS Purolator BOSS for 2018 C 552215931671	210-5-40-12-430.000 R&M Vehicles & Equipment	21.74	40138	06/10/22
07305	06/01/22	AIRGAS USA LLC LEASE RENEWAL 07/01/2022 9989161692	210-5-40-12-610.000 General Supplies	424.60	40139	06/10/22
19815	05/28/22	AMAZON CAPITAL SERVICES Park Signange 1HC9XLDXLN19	210-5-30-12-610.000 General Supplies	268.19	40142	06/10/22
19815	06/06/22	AMAZON CAPITAL SERVICES Office Chair Repair 1LL9WF9G6PCT	210-5-30-10-610.000 General Supplies	12.98	40142	06/10/22
00530	05/25/22	BRODART CO J Programs; Supplies B6432449	210-5-35-10-640.202 Juvenile Collection	19.94	40150	06/10/22
00530	05/25/22	BRODART CO J Programs; Supplies B6432449	210-5-35-10-610.000 General Supplies	1.60	40150	06/10/22
00530	05/25/22	BRODART CO J Collection; Supplies B6432463	210-5-35-10-640.202 Juvenile Collection	9.71	40150	06/10/22
00530	05/25/22	BRODART CO J Collection; Supplies B6432463	210-5-35-10-610.000 General Supplies	0.80	40150	06/10/22
00530	05/25/22	BRODART CO J Collection; Supplies B6432466	210-5-35-10-640.202 Juvenile Collection	19.40	40150	06/10/22
00530	05/25/22	BRODART CO J Collection; Supplies B6432466	210-5-35-10-610.000 General Supplies	1.60	40150	06/10/22
00530	05/26/22	BRODART CO J Collection (not Adult) B6433823	210-5-35-10-640.202 Juvenile Collection	14.22	40150	06/10/22
17895	05/31/22	CLEAN NEST MSP Cleaning May 12139	210-5-41-26-400.000 Contracted Services	5292.00	40156	06/10/22
25120	06/02/22	CLICKTIME.COM EJRP Timesheets May 374875	210-5-30-10-330.000 Professional Services	665.00	40157	06/10/22
25120	06/02/22	CLICKTIME.COM Click Time 375172	210-5-13-10-505.000 Tech. Subs, Licenses	104.00	40158	06/10/22
04940	05/27/22	COMCAST Internet 6/4/-7/3/22 0179210 522	210-5-25-10-530.000 Communications	172.90	40161	06/10/22
29785	05/27/22	DAVIS JAMES AARON Donations Exp:Foundation MAY2022	210-5-90-00-991.000 Library Donation Expense	100.00	40166	06/10/22
35260	06/07/22	EAST COAST PRINTERS INC Supplies : Staff Tshirts 05232232	210-5-35-10-610.000 General Supplies	518.20	40169	06/10/22
V10576	06/02/22	ECOPIXEL LLC Web hosting June 3103	210-5-10-10-530.000 Communications	129.00	40170	06/10/22
22745	05/25/22	FIRST NATIONAL BANK OMAHA May 2022 STATEMENT 2210 522	210-5-10-10-820.000 Elections	79.29	40176	06/10/22
25390	05/19/22	FIRST NATIONAL BANK OMAHA EJRP CC April 4955 0622	210-5-17-10-850.000 Community Events and Cele	668.39	40177	06/10/22
19005	06/01/22	FIRSTLIGHT FIBER Communications Brownell 11539669	210-5-41-21-530.000 Communications	384.38	40181	06/10/22
19005	06/01/22	FIRSTLIGHT FIBER communications 11539702	210-5-41-21-530.000 Communications	119.93	40181	06/10/22
19005	06/01/22	FIRSTLIGHT FIBER Telephone 11539705	210-5-25-10-530.000 Communications	190.21	40181	06/10/22
19005	06/01/22	FIRSTLIGHT FIBER MSP Internet June 11540260	210-5-41-26-530.000 Communications	360.00	40181	06/10/22
10705	05/27/22	GARDENERS SUPPLY CO INC MSP Garden Flowers TW34820	210-5-30-12-610.000 General Supplies	226.77	40186	06/10/22

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
10705	GARDENERS SUPPLY CO INC	06/03/22	soil TW38916	210-5-40-12-571.000 Streetscape Maintenance	48.00	40186	06/10/22
34895	GAUTHIER TRUCKING, INC.	06/01/22	11 JACKSON ST 1639665	210-5-40-12-425.000 Trash Removal	162.68	40187	06/10/22
34895	GAUTHIER TRUCKING, INC.	06/01/22	RAILROAD AVE 1639667	210-5-40-12-425.000 Trash Removal	507.21	40187	06/10/22
34895	GAUTHIER TRUCKING, INC.	06/01/22	BEECH ST 1639803	210-5-40-12-425.000 Trash Removal	69.74	40187	06/10/22
34895	GAUTHIER TRUCKING, INC.	06/01/22	MSP Trash Removal 1640484	210-5-41-26-400.000 Contracted Services	392.33	40187	06/10/22
00820	GLOBAL EQUIPMENT COMPANY	05/27/22	Dog Park Supplies 119176314	210-5-30-12-610.000 General Supplies	310.57	40190	06/10/22
37715	INTEGRITY COMMUNICATIONS	05/24/22	EJRP Office Phones 41355	210-5-30-10-530.000 Communications	258.85	40198	06/10/22
V10130	LOWE'S BUSINESS ACCOUNT	05/17/22	24-FT FO ET LOA 300-LB la 01747	210-5-40-12-610.000 General Supplies	360.05	40205	06/10/22
V10130	LOWE'S BUSINESS ACCOUNT	06/01/22	BL PW PH for Library 02195A	210-5-35-10-610.000 General Supplies	7.86	40205	06/10/22
V10130	LOWE'S BUSINESS ACCOUNT	05/12/22	HYDRAULIC WATER STU 02208	210-5-40-12-610.000 General Supplies	49.80	40205	06/10/22
V10130	LOWE'S BUSINESS ACCOUNT	05/12/22	OMNI HD MX INS 02284	210-5-40-12-610.000 General Supplies	26.57	40205	06/10/22
V10130	LOWE'S BUSINESS ACCOUNT	05/19/22	paint 02301	210-5-40-12-610.000 General Supplies	62.62	40205	06/10/22
V10130	LOWE'S BUSINESS ACCOUNT	05/23/22	cement 02458	210-5-40-12-610.000 General Supplies	-75.24	40205	06/10/22
V10130	LOWE'S BUSINESS ACCOUNT	05/23/22	miscellaneous items 02458A	210-5-40-12-610.000 General Supplies	161.81	40205	06/10/22
V10130	LOWE'S BUSINESS ACCOUNT	05/02/22	Training Hardware 02484	210-5-25-10-500.000 Training, Conf, Dues	541.21	40205	06/10/22
V10130	LOWE'S BUSINESS ACCOUNT	05/20/22	KW SATIN NICKEL PISMO ENT 02608	210-5-40-12-610.000 General Supplies	38.27	40205	06/10/22
V10130	LOWE'S BUSINESS ACCOUNT	05/24/22	DEADBOLT SM for Shop Doo 09168	210-5-40-12-431.000 R&M Buildings & Grounds	34.19	40205	06/10/22
V10130	LOWE'S BUSINESS ACCOUNT	05/23/22	PROPANE TANK EXCHANGE-BLU 10534	210-5-40-12-610.000 General Supplies	39.86	40205	06/10/22
V10130	LOWE'S BUSINESS ACCOUNT	05/02/22	misc. supplies 23028	210-5-40-12-610.000 General Supplies	56.99	40205	06/10/22
08645	LOWES BUSINESS ACCT/SYNCB	05/13/22	supplies 02671	210-5-40-12-605.000 Summer Construction Suppl	81.28	40206	06/10/22
29705	MASSEY MARGARET F	05/29/22	CM RECRUITMENT CMRECR59MM	210-5-10-10-190.000 Board member Payments	50.00	40208	06/10/22
V10729	OVERDRIVE INC	05/31/22	Adult Collection 22177314	210-5-35-10-640.201 Adult Collection	8.97	40221	06/10/22
22320	PAPADOPULOS CHRISTINA	05/29/22	CM HIRING COMM CMHIRE523CP	210-5-10-10-190.000 Board member Payments	50.00	40223	06/10/22
22320	PAPADOPULOS CHRISTINA	01/06/22	CM 5/9/22 CMHIRE59CP	210-5-10-10-190.000 Board member Payments	50.00	40223	06/10/22
25635	PIONEER MANUFACTURING CO	05/26/22	Field Paint 839798	210-5-30-12-610.000 General Supplies	1103.30	40232	06/10/22

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29285	05/29/22	PLAGEMAN ROBERT M CM HIRE COMM CMHIRE523MP	210-5-10-10-190.000 Board member Payments	50.00	40234	06/10/22
29285	05/29/22	PLAGEMAN ROBERT M CM RECRUITMENT CMRECR59MP	210-5-10-10-190.000 Board member Payments	50.00	40234	06/10/22
24410	05/31/22	PRIORITY EXPRESS INC Postage Delivery: 9 vis 80272223	210-5-35-10-560.000 Postage	199.41	40237	06/10/22
22840	06/04/22	RIES DANIEL MSP Keys 1220604481	210-5-30-12-330.000 Professional Services	36.00	40243	06/10/22
43275	06/04/22	RYCANDON MECHANICAL, INC. MSP HVAC Maintenance 14194	210-5-30-12-431.000 R&M Buildings & Grounds	890.00	40245	06/10/22
11345	05/31/22	SANITARY EQUIPMENT CO INC VAC - JOYSTICK... 0166468	210-5-40-12-430.000 R&M Vehicles & Equipment	77.33	40248	06/10/22
29835	05/24/22	SHERWIN-WILLIAMS Paint Brushes 15452	210-5-30-12-610.000 General Supplies	40.13	40251	06/10/22
29835	05/26/22	SHERWIN-WILLIAMS MSP Paint 16591	210-5-30-12-431.000 R&M Buildings & Grounds	81.79	40251	06/10/22
29835	05/26/22	SHERWIN-WILLIAMS MSP Paint 16807	210-5-30-12-431.000 R&M Buildings & Grounds	36.24	40251	06/10/22
29835	05/17/22	SHERWIN-WILLIAMS MSP Paint 84798	210-5-30-12-431.000 R&M Buildings & Grounds	84.91	40251	06/10/22
29835	06/06/22	SHERWIN-WILLIAMS painting supplies 87015	210-5-40-12-610.000 General Supplies	78.82	40251	06/10/22
29835	06/07/22	SHERWIN-WILLIAMS GLASS BEADS 87247	210-5-40-12-572.000 Traffic Control	100.78	40251	06/10/22
22315	05/29/22	STEVENSON GABRIELLE CM RECRUIT CMRECR59GS	210-5-10-10-190.000 Board member Payments	50.00	40259	06/10/22
29090	05/23/22	SUNBELT RENTALS safety clothing and traff 126277161	210-5-40-12-610.000 General Supplies	98.88	40260	06/10/22
29090	05/23/22	SUNBELT RENTALS safety clothing and traff 126277161	210-5-40-12-572.000 Traffic Control	640.50	40260	06/10/22
29090	05/26/22	SUNBELT RENTALS Spool Insert 126408185	210-5-30-12-610.000 General Supplies	11.59	40260	06/10/22
19720	06/01/22	VERIZON CONNECT NWF, INC. AVL MAY SERVICE 2779756	210-5-40-12-442.000 Rental Vehicles/Equip	66.82	40263	06/10/22
11935	06/03/22	VIKING-CIVES USA CYL AIR TAILGATE*** 4516652	210-5-40-12-430.000 R&M Vehicles & Equipment	134.00	40265	06/10/22
23395	06/03/22	VILLAGE HARDWARE - WILLIS 42GAL CLR Cont Bag 515035	210-5-40-12-610.000 General Supplies	43.68	40266	06/10/22
23395	06/03/22	VILLAGE HARDWARE - WILLIS screws and keys 515037	210-5-40-12-610.000 General Supplies	13.12	40266	06/10/22
30210	05/27/22	VLCT Training HR MAC20220110	210-5-10-10-330.000 Professional Services	28.00	40268	06/10/22
V2380	05/20/22	VLCT PACIF Vill ins contrib Q3 REN220195Q3	210-1-00-00-120.000 Prepaid Expenses	33679.38	40272	06/10/22
29825	05/20/22	VT GAS SYSTEMS MSP Gas May 1578756 0522	210-5-41-26-621.000 Natrual Gas/Heating	103.99	40273	06/10/22
29825	05/20/22	VT GAS SYSTEMS MSP Gas May 810044 0522	210-5-41-26-621.000 Natrual Gas/Heating	126.70	40274	06/10/22
38200	05/20/22	VT RECREATION & PARKS ASS EJRP Membership Renewal 02190	210-5-30-10-500.000 Training, Conf, Dues	420.00	40278	06/10/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07565	05/26/22	Maint Supplies 230095892	210-5-30-12-610.000 General Supplies	881.20	40280	06/10/22
07565	05/26/22	Office Supplies 230097366	210-5-30-10-610.000 General Supplies	42.48	40280	06/10/22
07565	06/01/22	Maint Supplies 230187742	210-5-30-12-610.000 General Supplies	18.99	40280	06/10/22
32420	05/25/22	FY22 paving contract 221201	210-5-40-12-605.000 Summer Construction Suppl	93148.00	40284	06/10/22
V9632	04/21/22	Brickyard Road over India 0066782	230-5-40-13-895.830 BC2058 Brickyard Culvert	25320.00	40194	06/10/22
43275	03/22/22	Library Ductwork fresh a 14115	232-5-41-21-730.000 Buildings & Improvements	4130.00	40245	06/10/22
11345	05/31/22	VAC - JOYSTICK.... 0166468	254-5-54-20-430.000 R&M Vehicles & Equipment	12.89	40248	06/10/22
38760	06/02/22	1" Neptune T-10 Meter Int 0144203	254-5-54-70-750.001 Meter Replacement Program	314.19	40262	06/10/22
V2380	05/20/22	Vill ins contrib Q3 REN220195Q3	254-1-00-00-120.000 Prepaid Expenses	1942.62	40272	06/10/22
06870	06/01/22	Essex Jct., WVVTFF Eff Dec 410655	255-5-55-30-340.000 Technical Services	35.00	40171	06/10/22
19005	06/01/22	telephone 5/2 to 5/31/22 11539649	255-5-55-30-530.000 Communications	605.34	40181	06/10/22
V9454	06/02/22	Lajoy clothing 3440824	255-5-55-30-612.000 Uniforms	235.00	40204	06/10/22
24620	05/25/22	echo trimmer repair 115035	255-5-55-30-430.000 R&M Vehicles & Equipment	125.64	40214	06/10/22
11695	05/31/22	Capacitor 12.5uF 370v M5213	255-5-55-30-430.000 R&M Vehicles & Equipment	25.00	40233	06/10/22
20040	06/01/22	Settlement Agreement Ord 139	255-5-55-30-330.000 Professional Services	175.00	40239	06/10/22
11345	05/31/22	VAC - JOYSTICK.... 0166468	255-5-55-30-430.000 R&M Vehicles & Equipment	12.88	40248	06/10/22
23395	06/02/22	Tick Repellent 200247C	255-5-55-30-610.000 General Supplies	7.59	40266	06/10/22
V2380	05/20/22	Vill ins contrib Q3 REN220195Q3	255-1-00-00-120.000 Prepaid Expenses	13927.84	40272	06/10/22
17765	06/04/22	Groundwater Investigation 5177	255-5-55-30-568.000 Biosolids Subcontractor	485.75	40282	06/10/22
11345	05/31/22	VAC - JOYSTICK.... 0166468	256-5-56-40-430.000 R&M Vehicles & Equipment	154.65	40248	06/10/22
38760	06/02/22	1" Neptune T-10 Meter Int 0144203	256-5-56-70-750.001 Meter Replacement Program	628.38	40262	06/10/22
36130	05/23/22	PS communications 4/24 to 9907274293	256-5-56-40-434.001 Susie Wilson PS Costs	37.62	40264	06/10/22
36130	05/23/22	PS communications 4/24 to 9907274293	256-5-56-40-431.000 R&M Buildings & Grounds	146.07	40264	06/10/22
36130	05/23/22	PS communications 4/24 to 9907274293	256-5-56-40-434.002 West Street PS Costs	37.62	40264	06/10/22
V2380	05/20/22	Vill ins contrib Q3 REN220195Q3	256-1-00-00-120.000 Prepaid Expenses	1698.00	40272	06/10/22

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
24825	05/25/22	FIRST NATIONAL BANK OMAHA Credit Card Statement 529308916442	258-5-33-13-830.000 Regular Programs	200.00	40179	06/10/22
24825	05/25/22	FIRST NATIONAL BANK OMAHA Credit Card Statement 529308916442	258-5-33-13-830.000 Regular Programs	180.00	40179	06/10/22
24825	05/25/22	FIRST NATIONAL BANK OMAHA Credit Card Statement 529308916442	258-5-33-13-830.000 Regular Programs	128.07	40179	06/10/22
27295	04/20/22	MAPLEHURST FLORIST Sr. Flower Grams 91493	258-5-33-13-830.000 Regular Programs	93.75	40207	06/10/22
21570	06/01/22	PETTY CASH - NICOLE MONE Petty Cash 612022	258-5-33-13-830.000 Regular Programs	7.88	40228	06/10/22
07565	05/13/22	W B MASON CO INC May office supplies etc C13055270622	258-5-33-13-610.000 General Supplies	57.47	40281	06/10/22
37985	05/23/22	A T & T MOBILITY EJRP Cell Phones May 8727992 0522	259-5-30-15-530.000 Communications	262.45	40136	06/10/22
37985	05/27/22	A T & T MOBILITY EJRP Cell Phones May 8730181 0522	259-5-30-15-530.000 Communications	376.50	40137	06/10/22
07305	05/24/22	AIRGAS USA LLC EJRP Pool Chemicals 9126168634	259-5-30-11-431.000 R&M Buildings & Grounds	504.65	40139	06/10/22
07305	05/31/22	AIRGAS USA LLC MSP Pool Chemicals 9988532946	259-5-30-11-431.000 R&M Buildings & Grounds	119.22	40139	06/10/22
19815	06/06/22	AMAZON CAPITAL SERVICES Pool Signange 1H7HV9F44G3L	259-5-30-11-610.000 General Supplies	49.74	40142	06/10/22
19815	05/21/22	AMAZON CAPITAL SERVICES RK EES Supplies 1KWNTKXFT99K	259-5-30-15-610.000 General Supplies	153.83	40142	06/10/22
19815	05/24/22	AMAZON CAPITAL SERVICES pool Supplies 1P9Q9WXD3RQJ	259-5-30-11-610.000 General Supplies	120.86	40144	06/10/22
19815	05/27/22	AMAZON CAPITAL SERVICES CMS Supplies 1T9Q1DJJ7L79	259-5-30-17-610.000 General Supplies	30.17	40144	06/10/22
19815	05/31/22	AMAZON CAPITAL SERVICES Stencil Set pool markings 1TD69TGG9M7V	259-5-30-12-610.000 General Supplies	33.94	40144	06/10/22
25325	05/13/22	FILLION ASSOCIATES, INC Pool Chemicals 32373	259-5-30-11-431.000 R&M Buildings & Grounds	3364.18	40175	06/10/22
25325	05/31/22	FILLION ASSOCIATES, INC Pool Chemicals 32433	259-5-30-11-431.000 R&M Buildings & Grounds	1176.49	40175	06/10/22
20195	05/18/22	GET AIR RK MSP Field Trip 5/18 ID1397970	259-5-30-15-580.000 Travel	359.64	40189	06/10/22
41950	05/31/22	OCCUPATIONAL HEALTH CENTE DOT RECERT 1207412039	259-5-30-16-330.000 Professional Services	131.00	40219	06/10/22
29425	05/17/22	PERFORMANCE FOOD SERVICE RK FMS Snack 663309	259-5-30-15-610.000 General Supplies	112.77	40225	06/10/22
29425	05/17/22	PERFORMANCE FOOD SERVICE RK MSP Snack 664313	259-5-30-15-610.000 General Supplies	123.78	40225	06/10/22
29425	05/23/22	PERFORMANCE FOOD SERVICE RK EES Snack 666390	259-5-30-15-610.000 General Supplies	119.01	40225	06/10/22
29425	05/23/22	PERFORMANCE FOOD SERVICE RK MSP Snack 667211	259-5-30-15-610.000 General Supplies	165.70	40225	06/10/22
29425	05/23/22	PERFORMANCE FOOD SERVICE RK Summit Snack 667277	259-5-30-15-610.000 General Supplies	57.75	40225	06/10/22
29425	05/23/22	PERFORMANCE FOOD SERVICE RK Hiawatha Snack 667652	259-5-30-15-610.000 General Supplies	75.25	40225	06/10/22

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
29425	PERFORMANCE FOOD SERVICE	05/24/22	RK Fleming Snack 668173	259-5-30-15-610.000 General Supplies	128.78	40225	06/10/22
29425	PERFORMANCE FOOD SERVICE	05/31/22	RK Summit Snack 670656	259-5-30-15-610.000 General Supplies	162.75	40225	06/10/22
29425	PERFORMANCE FOOD SERVICE	05/31/22	RK Hiawatha Snack 671717	259-5-30-15-610.000 General Supplies	17.15	40225	06/10/22
29425	PERFORMANCE FOOD SERVICE	05/31/22	RK EES Snack 672051	259-5-30-15-610.000 General Supplies	142.15	40225	06/10/22
29425	PERFORMANCE FOOD SERVICE	05/31/22	RK FMS Snack 672052	259-5-30-15-610.000 General Supplies	48.20	40225	06/10/22
29425	PERFORMANCE FOOD SERVICE	05/31/22	RK Westford Snack 672053	259-5-30-15-610.000 General Supplies	113.69	40225	06/10/22
29425	PERFORMANCE FOOD SERVICE	06/01/22	RK MSP Snack 672541	259-5-30-15-610.000 General Supplies	183.50	40225	06/10/22
29425	PERFORMANCE FOOD SERVICE	06/01/22	RK EES Snack CREDIT 672583	259-5-30-15-610.000 General Supplies	-142.15	40225	06/10/22
25395	POOL WORLD INC	05/24/22	Pool Chemicals 247622	259-5-30-11-431.000 R&M Buildings & Grounds	81.94	40235	06/10/22
20620	RASCO LAURA	06/08/22	PS Playgroup May 060822D	259-5-30-16-330.000 Professional Services	270.00	40241	06/10/22
29835	SHERWIN-WILLIAMS	06/06/22	Pool Paint 86934	259-5-30-11-431.000 R&M Buildings & Grounds	40.37	40251	06/10/22
V2380	VLCT PACIF	05/20/22	Vill ins contrib Q3 REN220195Q3	259-1-00-00-120.000 Prepaid Expenses	7015.91	40272	06/10/22
31370	VT TENT CO INC	05/28/22	Memorial Day Parade Tent 8748922	259-5-30-14-850.150 Memorial Day Parade	111.50	40279	06/10/22
Report Total					211669.48		

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Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	06/09/22	Drop Light, Metal 1 EA A 552216059733	210-5-40-12-610.000 General Supplies	22.34	40289	06/17/22
05290	ADVANCE AUTO PARTS	06/13/22	GREAS RED TACKY 14 OZ 552216459789	210-5-40-12-610.000 General Supplies	64.30	40289	06/17/22
05290	ADVANCE AUTO PARTS	06/14/22	MINI BULB 10 PA CRQST 552216531939	210-5-40-12-610.000 General Supplies	46.60	40289	06/17/22
05290	ADVANCE AUTO PARTS	06/14/22	BRITE TOUCH-PRMR GRY 1t 552216531955	210-5-40-12-610.000 General Supplies	11.02	40289	06/17/22
00530	BRODART CO	06/06/22	Adult Collection B6438231	210-5-35-10-640.201 Adult Collection	32.39	40301	06/17/22
00530	BRODART CO	06/08/22	Adult Replacement, Suppli B6439809	210-5-90-00-640.201 Adult Collection replacem	81.94	40301	06/17/22
00530	BRODART CO	06/08/22	Adult Replacement, Suppli B6439809	210-5-35-10-610.000 General Supplies	4.00	40301	06/17/22
00530	BRODART CO	06/08/22	Adult Collection, Supplie B6440168	210-5-35-10-640.201 Adult Collection	16.79	40301	06/17/22
00530	BRODART CO	06/08/22	Adult Collection, Supplie B6440168	210-5-35-10-610.000 General Supplies	0.80	40301	06/17/22
00530	BRODART CO	06/08/22	Adult Collection, Supplie B6440350	210-5-35-10-640.201 Adult Collection	273.56	40301	06/17/22
00530	BRODART CO	06/08/22	Adult Collection, Supplie B6440350	210-5-35-10-610.000 General Supplies	15.20	40301	06/17/22
00530	BRODART CO	06/08/22	Adult Collection, Supplie B6440437	210-5-35-10-640.201 Adult Collection	33.61	40301	06/17/22
00530	BRODART CO	06/08/22	Adult Collection, Supplie B6440437	210-5-35-10-610.000 General Supplies	1.60	40301	06/17/22
21210	CINTAS LOC # 68M 71 M	06/09/22	SM SHOP TWL-RED- 4121895882	210-5-40-12-610.000 General Supplies	90.36	40306	06/17/22
21210	CINTAS LOC # 68M 71 M	06/01/22	WATERBREAK COOLER LEASE 9178980051	210-5-40-12-610.000 General Supplies	50.00	40306	06/17/22
39475	CLAUSSEN'S INC	06/02/22	grass, fertilizer, etc. 26960	210-5-40-12-571.000 Streetscape Maintenance	640.90	40307	06/17/22
V9941	COMMERCIAL CARD SVCS	05/24/22	Floor Cleaner 05242022 O	210-5-25-10-431.000 R&M Buildings & Grounds	25.96	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/26/22	Floor Cleaner 05262022 Q	210-5-25-10-431.000 R&M Buildings & Grounds	25.96	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/13/22	City Manager Job Posting 10284 E	210-5-10-10-540.000 Advertising	354.00	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/13/22	City Manager Job Posting 11954 J	210-5-10-10-540.000 Advertising	99.00	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/16/22	City Manager Job Posting 14957 L	210-5-10-10-540.000 Advertising	377.51	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/12/22	City Manager Ad 18569 D	210-5-10-10-540.000 Advertising	300.00	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/25/22	Adobe subscription Mayvil 2180448701 P	210-5-10-10-505.000 Tech. Subs, Licenses	14.99	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/30/22	ADOBE SUB 2183821159 S	210-5-10-10-505.000 Tech. Subs, Licenses	14.99	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/13/22	City Manager Job Posting 2909602 H	210-5-10-10-540.000 Advertising	105.00	40313	06/17/22

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V9941	COMMERCIAL CARD SVCS	05/11/22	City Manager Job Posting 3885496 A	210-5-10-10-540.000 Advertising	455.00	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/11/22	City Manager Ad 413643 B	210-5-10-10-540.000 Advertising	750.00	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/23/22	Pizza 4692 N	210-5-25-10-500.000 Training, Conf, Dues	168.59	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/17/22	CM Posting 5041157 M	210-5-10-10-330.000 Professional Services	279.00	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/13/22	City Manager Job Posting 5804332860 I	210-5-10-10-540.000 Advertising	103.30	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/27/22	City Manager Job Placemen 594627485 R	210-5-10-10-540.000 Advertising	399.00	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/30/22	CM Job Ad Placement 62175948 T	210-5-10-10-330.000 Professional Services	503.86	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/31/22	CM HIRING 62728116 U	210-5-10-10-330.000 Professional Services	51.56	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	06/02/22	HRIS 6-22 01191026 V	210-5-10-10-340.000 Technical Services	403.56	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/13/22	City Manager Job Posting R57184478 G	210-5-10-10-540.000 Advertising	299.00	40313	06/17/22
V9941	COMMERCIAL CARD SVCS	05/12/22	City Manager Ads WC28958 C	210-5-10-10-540.000 Advertising	250.00	40313	06/17/22
17025	COONRADT AMY	05/27/22	Recording Secretary 5/19 0091	210-5-10-10-530.000 Communications	106.60	40317	06/17/22
17025	COONRADT AMY	05/27/22	Recording Secretary 5/19 0091	210-5-16-10-530.000 Communications	106.60	40317	06/17/22
35260	EAST COAST PRINTERS INC	06/07/22	printing on clothing 06012230	210-5-40-12-612.000 Uniforms	15.00	40323	06/17/22
01420	EASTERN SALES INC	05/26/22	Accounts payable checks 16089	210-5-10-10-550.000 Printing and Binding	282.00	40324	06/17/22
19005	FIRSTLIGHT FIBER	05/01/22	Phone May 11361723A	210-5-25-10-530.000 Communications	190.25	40334	06/17/22
19005	FIRSTLIGHT FIBER	06/01/22	Internet/Phone 11539650	210-5-41-20-530.000 Communications	503.61	40335	06/17/22
34895	GAUTHIER TRUCKING, INC.	06/01/22	Garbage Removal 2 Lincol 1639666	210-5-41-20-400.000 Contracted Services	278.31	40337	06/17/22
08475	GREEN MOUNTAIN ELECTRIC S	06/03/22	Supplies (invoice and cre S4057964001	210-5-35-10-610.000 General Supplies	296.12	40341	06/17/22
08475	GREEN MOUNTAIN ELECTRIC S	06/03/22	Supplies (invoice and cre S4057964001	210-5-35-10-610.000 General Supplies	-108.62	40341	06/17/22
38585	IDENTIFICATION SOURCE	06/03/22	Dog tags for City of EJ 22410	210-5-10-10-610.000 General Supplies	231.41	40351	06/17/22
45410	J B SIMONS INC	06/09/22	Uniforms 122530	210-5-25-10-612.000 Uniforms	2192.10	40355	06/17/22
20365	KEY CHEVROLET BUICK GMC C	06/09/22	22 CHEVROLET Silverado #1 447214	210-5-40-12-430.000 R&M Vehicles & Equipment	342.40	40360	06/17/22
20365	KEY CHEVROLET BUICK GMC C	06/15/22	2019 CHEVROLET Silverado 447397	210-5-40-12-430.000 R&M Vehicles & Equipment	256.80	40360	06/17/22
V12618	KNOX COMPANY	05/26/22	Knox Box KA91041	210-5-25-10-750.000 Machinery & Equipment	1004.00	40361	06/17/22

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
21865	06/10/22	LAFAYETTE HIGHWAY SPECIAL	26 Fairview guard rail hi	210-5-40-12-572.000	865.00	40362	06/17/22
			33197	Traffic Control			
V9454	06/09/22	LENNY'S SHOE & APP	summer help (Shepard) boo	210-5-40-12-612.000	130.00	40364	06/17/22
			3441644	Uniforms			
27295	06/08/22	MAPLEHURST FLORIST	employee rec	210-5-10-10-845.000	39.99	40366	06/17/22
			93484	Employee/Volunteer Recogn			
29845	04/13/22	MORRISTOWN CENTENNIAL LIB	Adult Collection	210-5-35-10-640.201	12.00	40372	06/17/22
			INV0001	Adult Collection			
22320	06/09/22	PAPADOPULOS CHRISTINA	CM Hiring Com	210-5-10-10-190.000	50.00	40376	06/17/22
			CMHIRECP	Board member Payments			
02050	04/25/22	RON BUSHEY'S SUNOCO	jump start GMC 3500	210-5-40-12-430.000	40.00	40383	06/17/22
			4411	R&M Vehicles & Equipment			
17505	06/13/22	SAND HILL SOLAR LLC	Village Solar May 22	210-5-41-26-622.000	3283.54	40388	06/17/22
			242	Electricity			
17505	06/13/22	SAND HILL SOLAR LLC	Village Solar May 22	210-5-41-23-622.000	419.06	40388	06/17/22
			242	Electricity			
17505	06/13/22	SAND HILL SOLAR LLC	Village Solar May 22	210-5-41-21-622.000	1019.91	40388	06/17/22
			242	Electricity			
17505	06/13/22	SAND HILL SOLAR LLC	Village Solar May 22	210-5-41-22-622.000	592.20	40388	06/17/22
			242	Electricity			
17505	06/13/22	SAND HILL SOLAR LLC	Village Solar May 22	210-5-41-20-622.000	592.20	40388	06/17/22
			242	Electricity			
17505	06/13/22	SAND HILL SOLAR LLC	Village Solar May 22	210-5-40-12-622.000	1182.75	40388	06/17/22
			242	Electricity			
17505	06/13/22	SAND HILL SOLAR LLC	Village Solar May 22	210-5-40-12-622.000	290.87	40388	06/17/22
			242	Electricity			
42565	06/01/22	SEVEN DAYS	City Manager Job Placemen	210-5-10-10-540.000	739.50	40390	06/17/22
			221259	Advertising			
29470	05/18/22	SIKORA SERVICE CENTER	Lic # : AAR492 state insp	210-5-40-12-430.000	60.00	40391	06/17/22
			30283	R&M Vehicles & Equipment			
36825	06/13/22	THE SMALL ENGINE CO INC	chainsaw repair	210-5-40-12-430.000	249.67	40396	06/17/22
			093627	R&M Vehicles & Equipment			
43260	04/04/22	ULINE	ARPA: Picnic Tables	210-5-35-10-890.832	2389.62	40402	06/17/22
			147154188	Fed Grant Expenditure: AR			
36130	05/18/22	VERIZON WIRELESS	Verizon shared 4/19 to 5/	210-5-16-10-530.000	40.01	40405	06/17/22
			9906761415	Communications			
36130	05/18/22	VERIZON WIRELESS	Verizon shared 4/19 to 5/	210-5-25-10-530.000	160.04	40405	06/17/22
			9906761415	Communications			
11935	06/09/22	VIKING-CIVES USA	sweeper	210-5-40-12-430.000	113.06	40407	06/17/22
			4516731	R&M Vehicles & Equipment			
23395	06/09/22	VILLAGE HARDWARE - WILLIS	GE4PK 72W WHT Halo Bulb	210-5-40-12-610.000	10.44	40408	06/17/22
			515076	General Supplies			
30210	05/31/22	VLCT	Town Meeting Warning	210-5-10-10-330.000	86.40	40409	06/17/22
			MAC20220206	Professional Services			
30210	05/31/22	VLCT	Digital Town Meeting Tune	210-5-10-10-330.000	25.20	40410	06/17/22
			MAC20220257	Professional Services			
30210	06/03/22	VLCT	Regulating Cannabis	210-5-10-10-330.000	168.00	40411	06/17/22
			MAC20220310	Professional Services			
23000	06/01/22	WHITCOMB	SHUR PAC	210-5-40-12-451.000	1519.88	40417	06/17/22
			00007971	Summer Construction Servi			

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
36240	04/07/22	Crescent Connector March 86	230-5-16-10-890.824 Cres. Connector	10818.32	40321	06/17/22
36240	05/10/22	Crescent Connector April 87	230-5-16-10-890.824 Cres. Connector	17555.31	40321	06/17/22
36240	05/31/22	Crescent Connector Essex 88	230-5-16-10-890.824 Cres. Connector	21377.98	40321	06/17/22
43275	06/04/22	Brownell HVAC 14208	232-5-41-21-730.000 Buildings & Improvements	8600.00	40385	06/17/22
39425	04/08/22	Brownell Library Roof Pro 3782	232-5-41-21-730.000 Buildings & Improvements	630.00	40389	06/17/22
04940	05/23/22	internet 03130280522	255-5-55-30-610.000 General Supplies	243.34	40312	06/17/22
35260	05/20/22	embroidery 05152211	255-5-55-30-612.000 Uniforms	25.00	40323	06/17/22
V10734	05/18/22	Monthly Payment (4/19/22- 2205WWTP	255-5-55-30-622.000 Electricity	2969.11	40326	06/17/22
06870	06/09/22	Pe-Phlo 411417	255-5-55-70-722.012 Phlo Final Phase	300.00	40327	06/17/22
V10347	06/06/22	PEST CONTROL MAINTENANCE 24309975	255-5-55-30-570.000 Other Purchased Services	79.92	40356	06/17/22
V2159	06/07/22	Sodium Hydroxide Membrane 368449	255-5-55-30-619.000 Chemicals	13597.65	40394	06/17/22
01020	05/19/22	Pilot-Scale PePhlo System GCAS118946	255-5-55-70-722.012 Phlo Final Phase	6282.96	40404	06/17/22
36130	05/18/22	Verizon shared 4/19 to 5/ 9906761415	255-5-55-30-530.000 Communications	55.01	40405	06/17/22
31275	06/06/22	Sewer break on Maple Stre 10598	256-5-56-40-433.000 R&M Infrastructure	2507.50	40320	06/17/22
17505	06/13/22	Village Solar May 22 242	256-5-56-40-434.002 West Street PS Costs	818.97	40388	06/17/22
17505	06/13/22	Village Solar May 22 242	256-5-56-40-434.001 Susie Wilson PS Costs	591.30	40388	06/17/22
17505	06/13/22	Village Solar May 22 242	256-5-56-40-622.000 Electricity	206.61	40388	06/17/22
14400	06/10/22	Cleaning Service Sr Cente 7153	258-5-33-13-330.000 Professional Services	250.00	40288	06/17/22
07565	06/02/22	May office supplies, etc C1305527 522	258-5-33-13-610.000 General Supplies	57.47	40416	06/17/22
37985	03/23/22	CELL PHONE SERVICE 8781498 322	259-5-30-14-330.000 Professional Services	43.22	40286	06/17/22
37985	04/23/22	CELL PHONE SERVICE 8781498 422	259-5-30-14-330.000 Professional Services	43.21	40286	06/17/22
37985	05/23/22	CELL PHONE SERVICE 8781498 522	259-5-30-14-330.000 Professional Services	43.21	40286	06/17/22
19815	06/04/22	Camp REACH Supplies 1DMCWC6WP7DY	259-5-30-17-610.000 General Supplies	461.39	40292	06/17/22
19815	06/04/22	RK Fleming Supplies 1DMCWC6WQDHK	259-5-30-15-610.000 General Supplies	5.98	40292	06/17/22
19815	06/09/22	CMS Supplies 1IDNJKFXL6Q4	259-5-30-17-610.000 General Supplies	322.89	40292	06/17/22

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	06/11/22	Discovery Supplies 1KVVT9DJ7QJ6	259-5-30-17-610.000 General Supplies	230.92	40292	06/17/22
19815	AMAZON CAPITAL SERVICES	06/07/22	Camp Wristbands 1LL9WF9GD91H	259-5-30-17-610.000 General Supplies	437.25	40292	06/17/22
20680	EPIC DRIVING LLC	06/01/22	Drivers Ed Program May 210	259-5-30-14-330.000 Professional Services	14647.50	40328	06/17/22
14570	METROCK STATION / VERTI	05/05/22	EJRP Afterschool Program 101398	259-5-30-14-330.000 Professional Services	1950.00	40368	06/17/22
17565	PARVANOV DRAGOMIR	06/03/22	Soccer Sparks May 060322D	259-5-30-14-330.000 Professional Services	2040.00	40377	06/17/22
29425	PERFORMANCE FOOD SERVICE	06/06/22	RK EES Snack 675004	259-5-30-15-610.000 General Supplies	97.43	40378	06/17/22
29425	PERFORMANCE FOOD SERVICE	06/06/22	RK Snack 675149	259-5-30-15-610.000 General Supplies	146.85	40378	06/17/22
29425	PERFORMANCE FOOD SERVICE	06/06/22	RK FMS Snack 675151	259-5-30-15-610.000 General Supplies	118.21	40378	06/17/22
29425	PERFORMANCE FOOD SERVICE	06/06/22	RK Hiawatha Snack 675367	259-5-30-15-610.000 General Supplies	132.19	40378	06/17/22
29425	PERFORMANCE FOOD SERVICE	06/07/22	RK Fleming Snack 676184	259-5-30-15-610.000 General Supplies	115.16	40378	06/17/22
29425	PERFORMANCE FOOD SERVICE	06/08/22	RK EES Snack 676672	259-5-30-15-610.000 General Supplies	40.06	40378	06/17/22
29425	PERFORMANCE FOOD SERVICE	06/13/22	RK EES Snack 678043	259-5-30-15-610.000 General Supplies	173.32	40378	06/17/22
29425	PERFORMANCE FOOD SERVICE	06/13/22	RK Westford Snack 678593	259-5-30-15-610.000 General Supplies	103.38	40378	06/17/22
29425	PERFORMANCE FOOD SERVICE	06/13/22	RK FMS Snack 678618	259-5-30-15-610.000 General Supplies	73.52	40378	06/17/22
29425	PERFORMANCE FOOD SERVICE	06/13/22	RK Snack 678899	259-5-30-15-610.000 General Supplies	43.50	40378	06/17/22
29070	SADOWSKY STACEY JEAN	06/21/22	EJRP Gentle Yoga Series 062122D	259-5-30-14-330.000 Professional Services	480.00	40387	06/17/22
19295	SOLO	05/26/22	WFA Program Final Pymt 0526226	259-5-30-14-330.000 Professional Services	1923.00	40392	06/17/22
26445	TUDOR CHRISTOPHER L	06/06/22	Pickleball Clinic - Boot 060622D	259-5-30-14-330.000 Professional Services	480.00	40400	06/17/22
25315	VESPA'S PIZZA PASTA & DEL	06/01/22	RK Staff Training 6/1 060122D	259-5-30-15-610.000 General Supplies	78.00	40406	06/17/22
25315	VESPA'S PIZZA PASTA & DEL	06/07/22	RK Pizza 060722D	259-5-30-15-610.000 General Supplies	66.00	40406	06/17/22
25315	VESPA'S PIZZA PASTA & DEL	06/08/22	RK MSP Pizza Party 060822D	259-5-30-15-610.000 General Supplies	72.00	40406	06/17/22
25945	VT AFTERSCHOOL	06/07/22	RK/Summer Training 6/1 6049	259-5-30-15-500.000 Training, Conf, Dues	100.00	40412	06/17/22
07565	W B MASON CO INC	06/09/22	CMS Supplies 230400387	259-5-30-17-610.000 General Supplies	185.95	40415	06/17/22

06/17/22

Town of Essex / Village of EJ Accounts Payable

11:18 am

Check Warrant Report # 17307 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 06/17/22 To 06/17/22 & Fund 2

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

137762.20

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MEMORANDUM

TO: Village of Essex Junction Trustees
FROM: Chelsea Mandigo, Water Quality Superintendent
cc: Brad Luck, Interim Co-Manager
Wendy Hysko, Interim Co-Manager
Jess Morris, Finance Director

DATE: June 9, 2022

SUBJECT: VTRANS Municipal Roads Grants-in-aid Program FY'23

Issue: Participate in the Vermont Agency of Transportation (VTRANS) Municipal Roads Grant-In-Aid Program to help stabilize eroded stormwater outfalls as required by the Department of Environmental Conservation (DEC) Municipal Roads General Permit (MRGP)

Discussion: VTRANS grants-in-aid program assists municipalities in complying with the requirements of the statewide MRGP which requires municipalities to repair eroded catch basin outlets. This reduced the amount of phosphorus reaching Vermont's waterways caused by stormwater runoff. The money is allocated to each municipality based on the amount of "hydrologically connected" road miles which is a term defined in the MRGP. It governs what catch basin outlets need to be fixed based on proximity to waterway of the State. The Village falls into the category of <5-10 Connect Road miles. We are allocated \$12,500 towards repairing eroded catch basin outlets in FY2023. A match of 20% is required and can include in-kind contributions ranging from transportation, use of municipally owned road equipment, crew labor, municipal staff time and other cost directly related to the repair work.

A signed letter of intent (attached) is required to indicate the Village wants to participate in the program for State Fiscal Year 2023. The letter is due June 24th. The project(s) must be completed between July 1, 2022-September 30, 2023.

Costs: \$10,000 in grant funding and a \$2,500 match in cash or in-kind is required for a total of \$12,500 towards this permit required repairs. There is money in the Village Stormwater budget in FY'23 for grant match projects which the match will come from if we do not have enough in-kind contributions to meet the match requirements.

Recommendation: It is recommended that Trustees authorize the Interim Co-Managers to sign on behalf of the Village the Letter of Intent to participate in the Municipal Roads grant-in-aid program FY'23.



LETTER OF INTENT TO PARTICIPATE IN THE SFY23 MUNICIPAL ROADS GRANTS-IN-AID PROGRAM

We, the Legislative Body of the Municipality of _____ certify that
the municipality will:

- Construct one or more road best management practices (BMPs) to bring connected road segments into full compliance with Municipal Roads General Permit (MRGP) standards, to be completed by September 30, 2023.
- Construct the road BMPs on hydrologically connected road segments – roads that drain directly into surface waters (streams, rivers, ponds, lakes and wetlands). Refer to the Vermont Department of Environmental Conservation (DEC) map layer for *hydrologically connected* municipal roads in Vermont. This map layer is available at: <http://anr.vermont.gov/maps/nr-atlas>.
- Prior to construction of the BMPs, receive Construction Authorization from VTrans to verify the appropriate location of the connected road segment and BMP(s) to meet MRGP standards.
- Post a Clean Water Project sign during construction (select projects only).
- Provide a minimum of 20% local match (in-kind and/or cash). Match can include quantified in-kind contributions such as transportation, municipally owned road equipment, crew labor, municipal staff time and other costs directly related to the BMP construction project as part of this program. Funds from other federal or state grant programs or local match for those other federal and state grant programs cannot be included as match.
- Complete all reporting and invoicing requirements using the VTrans requested format.
- Submit all Performance Reports and Request reimbursement no later than 12/30/2023 (90 days from end of grant period).
- Complete a post construction assessment of each road segment repaired and provide the post construction assessment to DEC using the MRGP portal/app and certify during the request for reimbursement, that the repaired road segments are “fully compliant” with MRGP.

Date: _____

(Duly Authorized Representatives)

Municipality: _____

Primary Contact Name: _____

Address: _____
Street AddressTownZip

Email: _____ Phone: _____

Secondary Contact: _____ Email: _____ Phone: _____

Unique Entity Identifier (SAM #) #: _____ Fiscal Year End Month (MM): _____

Note: Primary Contact is responsible for grant execution on Town’s behalf, Secondary Contact may be the Road Foreman, Town Clerk, etc.

This form must be submitted via email by June 24th, 2022 to indicate participation.

Return signed Letter of Intent to: VTrans Municipal Roads Grants-in-Aid Program, c/o VTrans Municipal Assistance Program, via email: Grantsinaid@vermont.gov

SFY 2023 Municipal Roads Grants-in-Aid Program Initial Offer Based 100% Participation
Based on estimated hydrologically connected municipal road miles, subject to available funding

Municipality Name	State Estimate: Connected Road-Mile by Range	SFY23 VTrans Initial Base Offer	20% Local Match (Cash or In-kind)	Total
Addison	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
Albany	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Alburgh	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Andover	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
Arlington	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Athens	<10-15	\$11,000.00	\$2,750.00	\$13,750.00
Bakersfield	<30-35	\$29,000.00	\$7,250.00	\$36,250.00
Baltimore	<03-05	\$9,000.00	\$2,250.00	\$11,250.00
Barnard	<40-45	\$37,500.00	\$9,375.00	\$46,875.00
Barnet	<35-40	\$33,500.00	\$8,375.00	\$41,875.00
Barre City	<40-45	\$37,500.00	\$9,375.00	\$46,875.00
Barre Town	<40-45	\$37,500.00	\$9,375.00	\$46,875.00
Barton Town	<20-25	\$20,000.00	\$5,000.00	\$25,000.00
Barton Village	<05-10	\$10,000.00	\$2,500.00	\$12,500.00
Belvidere	<05-10	\$10,000.00	\$2,500.00	\$12,500.00
Bennington	<50-55	\$46,000.00	\$11,500.00	\$57,500.00
Benson	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Berkshire	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
Berlin	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Bethel	<45-50	\$42,000.00	\$10,500.00	\$52,500.00
Bloomfield	<03-05	\$9,000.00	\$2,250.00	\$11,250.00
Bolton	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
Bradford Town	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Braintree	<30-35	\$29,000.00	\$7,250.00	\$36,250.00
Brandon	<30-35	\$29,000.00	\$7,250.00	\$36,250.00
Brattleboro	<55-60	\$48,000.00	\$12,000.00	\$60,000.00
Bridgewater	<30-35	\$29,000.00	\$7,250.00	\$36,250.00
Bridport	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Brighton	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
Bristol Town	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
Brookfield	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Brookline	<10-15	\$11,000.00	\$2,750.00	\$13,750.00
Brownington	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
Burke	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Burlington	<50-55	\$46,000.00	\$11,500.00	\$57,500.00
Cabot	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Calais	<35-40	\$33,500.00	\$8,375.00	\$41,875.00
Cambridge	<35-40	\$33,500.00	\$8,375.00	\$41,875.00
Canaan	<10-15	\$11,000.00	\$2,750.00	\$13,750.00
Castleton	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Cavendish	<30-35	\$29,000.00	\$7,250.00	\$36,250.00
Charleston	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
Charlotte	<20-25	\$20,000.00	\$5,000.00	\$25,000.00
Chelsea	<35-40	\$33,500.00	\$8,375.00	\$41,875.00
Chester	<50-55	\$46,000.00	\$11,500.00	\$57,500.00
Chittenden	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Clarendon	<20-25	\$20,000.00	\$5,000.00	\$25,000.00
Colchester	<35-40	\$33,500.00	\$8,375.00	\$41,875.00
Concord	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Corinth	<45-50	\$42,000.00	\$10,500.00	\$52,500.00
Cornwall	<05-10	\$10,000.00	\$2,500.00	\$12,500.00
Coventry	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
Craftsbury	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Danby	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Danville	<40-45	\$37,500.00	\$9,375.00	\$46,875.00
Derby Line Village	<00-03	\$8,000.00	\$2,000.00	\$10,000.00
Derby Town	<20-25	\$20,000.00	\$5,000.00	\$25,000.00
Dorset	<20-25	\$20,000.00	\$5,000.00	\$25,000.00
Dover	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Dummerston	<30-35	\$29,000.00	\$7,250.00	\$36,250.00
Duxbury	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
East Haven	<05-10	\$10,000.00	\$2,500.00	\$12,500.00
East Montpelier	<20-25	\$20,000.00	\$5,000.00	\$25,000.00
Eden	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
Elmore	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
Enosburg Falls Village	<03-05	\$9,000.00	\$2,250.00	\$11,250.00
Enosburg Town	<40-45	\$37,500.00	\$9,375.00	\$46,875.00
Essex Junction Village	<05-10	\$10,000.00	\$2,500.00	\$12,500.00
Essex Town	<65-70	\$52,000.00	\$13,000.00	\$65,000.00
Fair Haven	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
Fairfax	<20-25	\$20,000.00	\$5,000.00	\$25,000.00
Fairfield	<45-50	\$42,000.00	\$10,500.00	\$52,500.00
Fairlee	<10-15	\$11,000.00	\$2,750.00	\$13,750.00
Fayston	<20-25	\$20,000.00	\$5,000.00	\$25,000.00
Ferrisburgh	<35-40	\$33,500.00	\$8,375.00	\$41,875.00
Fletcher	<25-30	\$25,000.00	\$6,250.00	\$31,250.00
Franklin	<15-20	\$15,000.00	\$3,750.00	\$18,750.00
Georgia	<25-30	\$25,000.00	\$6,250.00	\$31,250.00

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**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
June 8, 2022**

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TRUSTEES PRESENT: Andrew Brown, President; Dan Kerin; Amber Thibeault; George Tyler.

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ADMINISTRATION: Wendy Hysko, Library Director/Interim Co-Manager; Brad Luck, Essex Junction Recreation & Parks Director/Interim Co-Manager; Jess Morris, Finance Director.

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OTHERS PRESENT: Annie Cooper, Carl Houghton, Alan Nye, Sarah Reeves, Bob.

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1. **CALL TO ORDER**

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Andrew Brown called the meeting to order at 6:32 pm.

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2. **AGENDA ADDITIONS/CHANGES**

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None.

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3. **APPROVE AGENDA**

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No changes were made, so no further approval was needed.

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4. **PUBLIC TO BE HEARD**

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a. Comments from public on items not on the agenda

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Carl Houghton asked for a status update on the senior center. Mr. Brown replied that the status of the center has not changed and still has a program fund and staff. Mr. Houghton spoke about fund-raising, including monthly fees and bridge tournaments. He said that they spent the funding that was raised to redo the floor of the center and purchase more chairs. He asked if the center location will change. Mr. Brown replied that the center will be renovated over the next year and will temporarily need to be relocated. Mr. Houghton said that the center would prefer having a site coordinator who is also a senior. He also said that some seniors bequeathed their money to the center in their will and asked that the location of that funding be looked into.

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Mr. Luck noted that in 2016 there was an Essex Area Senior Center 501(c)3 nonprofit but it has since been dissolved and the municipalities have assumed responsibility for the operations of the center. He said that the funds that were raised through the 501(c)(3) are currently in an enterprise fund that is accessible for senior needs. He also noted that the Town of Essex employs the Senior Program Director, who will oversee the senior center until 12/31/2023, after which the Junction will take over staffing.

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5. **PUBLIC HEARING**

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a. FY23 Proposed Utility Rates

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Ms. Morris began by providing an overview of the water, wastewater, and sanitation rate-setting for Fiscal Year (FY) 2023. She noted that the Village combined utility rate is increasing 5.4% over FY22. She noted that the increase FY23 is mostly in line with rate increases over the last number of years, and that the total overall increase would be about \$41.78 per residential property per year.

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She then spoke about each separate utility rate in turn. She noted that the water rate is seeing the largest increase over FY22 (5.8%) due to increases in employee benefit costs. She noted that the water budget includes a 3.5% rate increase for the Champlain Water District wholesale rate. She spoke about the Village wastewater treatment user rate, noting that the 5.6% increase is largely due to an increase in wastewater treatment facility staffing, changing state regulation and unfunded mandates, and increased chemical costs. She noted that the Village sanitation user rates will increase by 1.5% due to a budgeted increase for debt payment, administrative fees, and pump station costs. She noted that the large water user rate increased to 11 cents per thousand gallons, and the wastewater treatment

54 wholesale rate is increasing by 9.7% due to an increase in the wastewater treatment facility budget, an
55 increased cost for biosolids, chemicals and electricity, and a planned \$20,000 increase to the capital
56 transfer.

57
58 There was no public comment.

59
60 She noted that there will be a second public hearing on June 22, 2022.

61
62 **6. BUSINESS ITEMS**

63 a. Discussion on upcoming initiatives with Chittenden Solid Waste District (CSWD)

64 Ms. Reeves noted that there will be an increase in activity related to capital over the next several years
65 for the Chittenden Solid Waste District. She said that the Board of Commissioners approved a bond
66 request for a new materials recovery facility (MRF). She said that the current MRF is around 30 years
67 old and needs replacement and is processing double what it was built to process. She noted that it is
68 one of the few facilities that is sorted by hand. She said that they would like to construct a new facility in
69 Williston, at a cost of \$22-\$24 million. She said that they would be asking the voters for \$22 million in
70 general obligation bonds. She said that they need to receive approval from voters for bonding. She said
71 that one of her current activities is seeking grant and other funding opportunities to decrease the amount
72 of the bond. She said that if they receive voter approval in November, they will be able to get RFPs out
73 for construction and hope to have the new MRF open in late 2024-early 2025.

74
75 Mr. Brown asked how consumers would be impacted by the new MRF. Ms. Reeves replied that the new
76 MRF would have added flexibility in terms of the materials that it can sort and separate, such as
77 polypropylene (yogurt cups, for example), and black plastic, which they would be able to sort into their
78 own streams.

79
80 Mr. Kerin asked if the new MRF would relieve pressure at the drop-off centers. Ms. Reeves said that
81 they are hoping to be able to install bigger containers at the drop-off centers and be able to accept a
82 higher volume of material. She added that they will keep the current MRF facility in addition to the newly-
83 constructed one, so they will still have that space available for consolidation activities.

84
85 Mr. Brown asked how voters won't be paying for the bond, even though they will need to approve it. Ms.
86 Reeves replied that CSWD will be paying down the debt service, since they receive funding through a
87 number of streams and will have multiple sources of cash on hand. She said that if they are not able to
88 make the debt service, they would come to each of the municipalities and ask them to cover it.

89
90 Mr. Tyler said that this is a very forward-thinking activity and commended the project.

91
92 Ms. Reeves noted other CSWD activities, including a new compost facility, improvements in the Milton
93 drop-off center, minor improvements in the Essex drop-off center, the construction of a new
94 administrative building, and a new screener to pre-screen for plastics and metals in compost.

95
96 b. Discuss real estate purchase or lease options

97 **This was discussed during executive session.**

98
99 **7. CONSENT ITEMS**

100 a. Approve check warrants: #17303 (5/20/22); #17304 (5/27/22); #17305 (6/3/2022)

101 b. Approve minutes: May 25, 2022

102 c. Approve Andrew Brown to sign agreements with the Town of Essex

103 d. Approve use of Economic Development funds use of up to \$35,000 for 1 Main Street improvements

- 104 e. Approve appointment of Chittenden County Regional Planning Commission Planning Advisory
105 Committee reps
106

107 **GEORGE TYLER made a motion, seconded by DAN KERIN to approve the consent agenda as**
108 **amended. The motion passed 4-0.**
109

110 **8. READING FILE**

111 a. Board member comments: Mr. Brown noted that Phase 1 of the Crescent Connector project is
112 beginning next week, noting that the railroad crossings will be replaced throughout the Junction and
113 there will be anticipated road closures. He noted that this will continue through mid-August. Mr. Luck
114 provided an update on the City Manager hiring process. He noted that applications will be accepted
115 through the 12th and that to date they have received 18 applications. He said he is confident that there
116 is a qualified slate of candidates in those applications.
117

118 **9. EXECUTIVE SESSION**

119 a. An executive session was necessary to discuss securing or negotiating real estate purchase or lease
120 options

121 **ANDREW BROWN made a motion, seconded by GEORGE TYLER, that the Trustees go into**
122 **executive session to discuss negotiating or securing real estate purchase or lease options under**
123 **the provisions of Title 1, Section 313(a)(2) of the Vermont Statutes, and include the interim co-**
124 **managers. The motion passed 4-0 and the Trustees entered into executive session at 7:20 PM.**

125 **DAN KERIN made a motion, seconded by GEORGE TYLER, to exit executive session. The motion**
126 **passed 4-0 and the Trustees exited executive session at 8:21 PM.**

127 **10. ADJOURN**
128

129 **DAN KERIN made a motion, seconded by GEORGE TYLER, to adjourn the meeting. The motion**
130 **passed 4-0 at 8:21 PM.**
131

132 Respectfully Submitted,
133 Amy Coonradt

Memo

To: Village Trustees

From: Brad Luck, Interim Co-Manager

Meeting Date: June 22, 2022

Agenda Item: Appointment of Health Officer

Issue

Per state statute, there must be a local health officer for each town or city. Given that on July 1 we will be a city, we need to appoint a health officer. The governing body makes a recommendation to the Commissioner of health as to who the local health officer should be and the Commission gives the officer a certificate of appointment.

Discussion

Jerry Firkey has been the health officer for the Town (inclusive of the Village) for approximately forty years. He is interested and is available to continue to serve the City in this capacity for the upcoming year. The appointment is for three years. It is likely that Jerry will see us through the transition year and then resign, and a new health officer will need to be appointed. We are working with Jerry to try and identify someone to train with him this year to be ready to assume the post.

Cost

The funding for the health officer and deputy health officer for the Town are in the Town budget for FY23. We are in conversation with the Town to confirm that these funds can/will be used for Jerry to serve as the City health officer.

Recommendation

It is recommended that the Trustees recommend that Jerry Firkey be appointed the health officer for the City of Essex Junction.

Recommended Motion

Should the Trustees decide to move forward with the recommendation, the following is the recommended motion:

“I move that we recommend Jerry Firkey be appointed the local health officer for the City of Essex Junction.”

Attachments

None.

MEMORANDUM

TO: Village of Essex Junction Trustees
FROM: Chelsea Mandigo, Water Quality Superintendent
DATE: June 10, 2022
SUBJECT: COVID-19 CDC surveillance sampling program data update

Issue

Update to where data is posted for our facility as a participant in the Center of Disease Control (CDC) COVID-19 wastewater surveillance program.

Discussion

This is an update to the Memo dated 5/3/22 regarding the facility's participation in the CDC wastewater surveillance sampling for COVID-19. Our is now being sent weekly and is also being posted here:

<https://covid.cdc.gov/covid-data-tracker/#wastewater-surveillance>

<https://www.healthvermont.gov/covid-19/current-activity> On the VT page you will need to click on surveillance report that open a pdf. Page 2-3 of the pdf will contain wastewater sampling info.

Attached are a couple of the data reports we receive. Summer 2021 we participated in a surveillance program with the same lab vendor so you will see the virus load then compared to now in the attached report dated 5/25/2022. The latest report dated 6/7/2022 will show you the results just from the sample program in 2022.

The way the virus is measured is complicated, but the purpose is to paint a picture of the concentration of virus coming to the facility which can be translated to the amount of virus in the community. As a reminder we are a tri-town facility, so these results reflect the virus load in the City of Essex Junction, Town of Essex and Town of Williston.

Costs

Participating in this program is free.

Recommendation

It is recommended that the Water Quality Superintendent work with the Communications & Strategic Initiatives Director to determine the best way to share the information/resources with the public.



Essex Jct Vermont influent channel

Sample collection date: **May 25, 2022**

SARS-CoV-2 virus in wastewater

DETECTED

Virus concentration
(copies per liter of sewage)

2,650,973

Effective* virus concentration
(copies per liter of sewage)

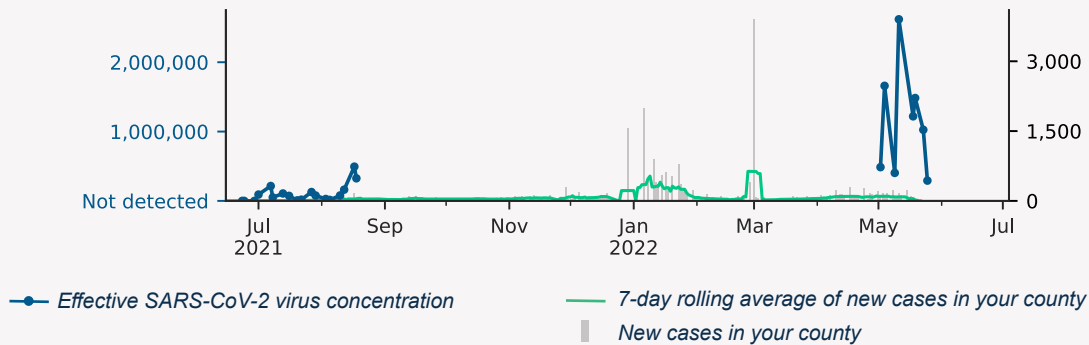
292,502

**Effective virus concentration value is derived by adjusting the raw virus concentration to account for dilution and other factors.*

Effective virus concentration over time

Effective SARS-CoV-2 virus concentration (copies / L of sewage)

New cases in county on sampling date



The effective virus concentration reported by Biobot is different from the results reported on CDC’s cdc.gov/covid-data-tracker. Biobot normalizes to a fecal strength indicator measured in your sample, whereas CDC results are normalized using flow and population.

Learn more about Biobot’s normalization and effective concentration methodologies by visiting biobot.io/covid19-report-notes and support.biobot.io

For county-level, regional and nationwide views of the data, please visit biobot.io/data

Essex Jct Vermont influent channel

Sample collection date: **June 7, 2022**

SARS-CoV-2 virus in wastewater

DETECTED

Virus concentration
(copies per liter of sewage)

753,670

Effective* virus concentration
(copies per liter of sewage)

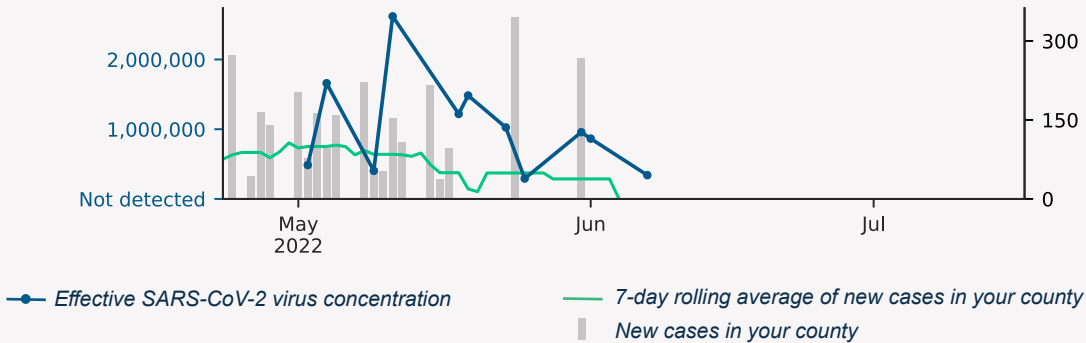
341,135

**Effective virus concentration value is derived by adjusting the raw virus concentration to account for dilution and other factors.*

Effective virus concentration over time

Effective SARS-CoV-2 virus concentration (copies / L of sewage)

New cases in county on sampling date



The effective virus concentration reported by Biobot is different from the results reported on CDC's [Covid Data Tracker](#). CDC results are normalized using flow and population, whereas Biobot normalizes to a fecal strength indicator measured in your sample.

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City of Essex Junction Celebration

A Celebratory Event Honoring the Creation of Vermont's 10th City &
Expressing Gratitude to Those Who Helped Us Get Here

Friday, July 1, 2022, 5:00-7:00p.m.

Location: 1 Main Street (in front of Firebird Cafe)

Rain or Shine

Please walk or bike!

- Live music with The Rough Suspects
 - *Free food
 - Classic Hotdog from Skreet Dogs
 - Small Ice from East Coast Ice
 - Cinnamon & Sugar Mini Donuts (3) from Dizzy Dozen
 - Beverages available for purchase at Firebird Cafe
 - Inflatable bounce house
 - *Commemorative swag for city residents
 - 5:30p.m. formal recognition ceremony
 - 6:00p.m. group photo of all city residents present
- *Free food and commemorative swag is for city residents & employees only. Proof of residency/employment required.

5-5:30 PM & 6-7PM

Live Music with The Rough Suspects

Free Food

Beverages available for purchase at Firebird Cafe

Inflatable bounce house

City swag giveaways

5:30-6 PM

Welcome & Recognition of VIPS: Steve Eustis

Remarks: Brad Luck

Remarks: Andrew Brown

Remarks: Sarah Copeland Hanzas

Remarks: Lori Houghton

Recognition of volunteers: Elaine Haney

Thanks & Group Photo Instructions: Brad Luck

6 PM

Group photo of all City residents present