

**CITY OF ESSEX JUNCTION  
CITY COUNCIL  
REGULAR MEETING AGENDA**

Online & 2 Lincoln St.  
Essex Junction, VT 05452  
**Wednesday, July 13, 2022**  
**6:30 PM**

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

[www.essexjunction.org](http://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. **BUSINESS ITEMS**
  - a. \*Interviews and consider appointments to Capital Program Review Committee, Tree Advisory Committee, Bike-Walk Advisory Committee
  - b. Discuss and consider next steps with 1 Main Street Park
  - c. Consider July 6, 2022 Minutes
6. **CONSENT ITEMS**
  - a. Approve Minutes: May 19, 2022; June 22, 2022;
  - b. Approve Check Warrants: #17308 (6/24/2022); #17309 (6/30/2022); 17310 (7/8/2022)
  - c. Approve Banner Application: Gem, Mineral and Fossil Show
  - d. Approve Liquor License Application for Central Beverage pending approval by the Chief of Police
  - e. Approve City Liquor Licenses
  - f. Approve Recommendation of Sharon Kelley as Deputy Health Officer
  - g. Approve of Susan McNamara-Hill as City Clerk
  - h. Approve Resolution to Form a Local Cannabis Control Commission
7. **EXECUTIVE SESSION**

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

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Certification: 7/13/22 Brad Luck

## Memo

**To:** Essex Junction City Council

**From:** Brad Luck, Interim Co-Manager

**Meeting Date:** July 13, 2022

**Agenda Item:** Appointments to Capital Planning Review Committee and Tree Advisory Committee

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### Issue

There are currently two openings on the Capital Planning Review Committee and two on the Tree Advisory Committee.

### Discussion

Nathan Doudera (new consideration) has applied for the Capital Planning Review Committee.

Rich Boyers (reappointment consideration) has applied for the Tree Advisory Committee.

Eric Bowker (reappointment consideration) has applied for the Bike-Walk Advisory Committee. He cannot attend tonight and will be at a future meeting.

### 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 Nathan Doudera to the Capital Planning Review Committee (3-year term) and Rich Boyers to the Tree Advisory Committee (3-year term).”

## **Attachments**

Applications from:

- Nathan Doudera
- Rich Boyers
- Eric Bowker

# 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.

Email \*

.....

Name (first & last) \*

Nathan Doudera

.....

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? \*

My wife Samantha and I moved to Essex Junction a year ago from Burlington and have thoroughly enjoyed the change. I'd like to get involved in the community more and see this as an opportunity to do so.

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

I am a management consultant with a VT firm, ipCapital Group. We help companies ranging from startups to Fortune 500 with business and innovation strategy. I think I can bring many of those skills to help this committee. My educational background is in business and I have a bachelor's degree from Champlain College. I am also on the board of the non-profit Green Mountain Athletic Association, for which I serve as Treasurer.

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

I think there is great energy and excitement in becoming an independent city. I want to help continue to build on that and help Essex Jct continue to flourish.

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

I have a strong financial background and think I would make a strong addition to this committee. Thank you!

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

Google Forms

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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.

Email \*

.....

Name (first & last) \*

Rich Boyers

.....

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): \*

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- 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

Returning Committee Member

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

I feel very invested in the work we have been doing and I would like to continue to contribute.

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

The committee has functioned well as a group and it has been satisfying to have made tangible contributions to our community.

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

1. Beginning our connection with the Branch Out Burlington nursery. 2. Receiving Tree City USA recognition.

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

1 Continue to address the challenges posed by Emerald Ash Borer  
2. Increase community engagement

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

I have appreciated our community's support of the Tree Committee's work.

# Essex Junction Appointed Committees Application

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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.

Email \*

.....

Name (first & last) \*

Eric Bowker

.....

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

### Returning Committee Member

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

At this point, I am the only original member of the committee since it was created. I believe that committees should have a "healthy" mix of both older and newer members for many reasons. As the longest standing member, I have experience and "institutional" knowledge that can be beneficial to the work and progress of the committee. I would like to help the committee continue with work of making the Village a better and safer place for pedestrians and bikers alike.

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

I have enjoyed seeing this committee start from the beginning as an original member. I have worked with many different members over the years and it has been helpful, I believe, to be a "constant" presence throughout.

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

The first significant accomplishment was getting the Village recognized as a Bicycle Friendly Community at the Bronze level by the League of American Bicyclists. We have subsequently gained the status of a Walk Friendly Community as well. The next significant accomplishment is the work we done to secure the installation of rapid flashing beacons at important cross walks around the Village. We have done a lot of work around identifying and recognizing where they should be installed and then working to make sure they are installed.

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

I would like to see the continuation of the work this Committee has done and help by using my knowledge and experience as the longest serving member.

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

I am excited at the prospect of continuing to serve on this committee for another term. Thank you for the opportunity.

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## Memo

**To:** Essex Junction City Councilors

**From:** Brad Luck, Interim Co-Manager

**Meeting Date:** July 13, 2022

**Agenda Item:** 5b. Next steps with 1 Main Street Park

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### Issue

The issue is to decide on next steps for the design of 1 Main Street Park.

The Trustees allocated up to \$35,000 for short-term improvements. The curb cut has been filled in and there are planters and picnic tables. There have been discussions of installing some shade structures.

In terms of long-term improvements there needs to be further guidance from the Council, an opportunity for community input and ultimately an approved design. Once that happens, we can apply for grant funding for the removal of contaminated soil and construct the park.

### Discussion

David Burton is joining us tonight from Ginkgo Design Smart Landscape Solutions. David is a landscape designer who was recommended by Rick Hamlin. The goal of the conversation tonight is to set a clear path forward for long-term improvements.

Here is a draft timeline:

- Late summer/early fall – community input opportunities and park preliminary design
- Late fall – final design approved by City Council
- Winter – grant writing for contaminated soil removal
- Spring – break ground

David is able to help with incorporating community input, designing the park, and managing the construction. Miles Waite is able to write the grant and oversee the removal of the contaminated soils.

In order for David to proceed, the Council needs to provide a budget, constraints, and goals.

### Cost

The Council should provide an approximate amount of money they would be comfortable spending on the construction of the park. There is approximately \$715,000 in the economic development fund. No other specific projects have been identified at this time for expenditures from that account.

### Recommendation

It is recommended that the Council approve of a plan moving forward and budget for the park.

The recommended plan is:

For any remaining short-term improvements to 1 Main Street, staff form a working group to make decisions.

For long-term improvements, contract with David Burton to gather community input, design the park, and oversee construction of the park. And, contract with Miles Waite to write a grant proposal for brownfield funding and oversee removal of contaminated soils.

**Recommended Motion**

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

“I move that we approve of the 1 Main Street process as outlined in the memo and budget up to \$XXXXX for the construction of the park.”

If the Councilors would like a different process than outlined, the recommended motion can fully outline the process that the Councilors would like or approve the plan outlined in the memo with changes.

“I move that we approve the following plan and budget for the development of 1 Main Street Park.....”

“I move that we approved of the 1 Main Street process as outlined in the memo, with the following changes.....and budget up to \$XXXXXX for the construction of the park.”

**Attachments**

None.

**VILLAGE OF ESSEX JUNCTION**  
**JOINT MEETING: BOARD OF TRUSTEES AND PLANNING COMMISSION**  
**DRAFT MINUTES OF MEETING**  
**May 19, 2022**

**BOARD OF TRUSTEES MEMBERS PRESENT:** Andrew Brown (President); Raj Chawla (Vice-President); Dan Kerin, Amber Thibeault, George Tyler.

**PLANNING COMMISSION MEMBERS PRESENT:** John Alden (Chair); Phil Batalion (Vice-Chair); Diane Clemens, Patrick Scheld.

**ZONING BOARD OF ADJUSTMENT MEMBERS PRESENT:** Robert Mount.

**ADMINISTRATION:** Brad Luck, Essex Junction Recreation & Parks Director/Interim Co-Manager; Wendy Hysko, Library Director/Interim Co-Manager; Regina Mahony, Chittenden County Regional Planning Commission (CCRPC); Robin Pierce, Community Development Director.

**OTHERS PRESENT:** Annie Cooper.

- AGENDA:**
1. Call to Order/Audience for Visitors
  2. Additions/Amendments to the Agenda
  3. Minutes – May 5, 2022
  4. Village Trustees and Planning Commission Discussion
    - A. Discuss transition from Planning Commission to Development Review Board (DRB) effective July 1, 2022
    - B. Status update on process of Code update for retail cannabis
  5. Work Session
    - A. Continue updates for the Land Development Code
  6. Other Planning Commission items
  7. Adjournment

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**1. CALL TO ORDER/AUDIENCE FOR VISITORS**

John Alden called the Planning Commission meeting to order at 6:24 PM.

Andrew Brown called the Board of Trustees meeting to order at 6:24 PM.

**2. ADDITIONS/AMENDMENTS TO THE AGENDA**

None at this time.

**3. MINUTES**

*May 5, 2022-*

No discussion at this time.

**4. VILLAGE TRUSTEES/PLANNING COMMISSION DISCUSSION**

A. Discuss transition from Planning Commission to Development Review Board (DRB) effective July 1, 2022.

Mr. Alden began the discussion with a brief update on the Planning Commission's activities around updating the Land Development Code (LDC). He noted that there are two major topics that will be updated, one of which includes affordable housing. He asked for the Trustees' thoughts on affordable housing. Mr. Brown said that it is a broad topic and that he fully supports it as a mechanism for ensuring

an inclusive community. He said that funding mechanisms through tax credits or Champlain Housing Trust may be good options to look at in future. He said that it has yet to be determined whether inclusionary zoning is an effective tool. Mr. Kerin noted that the term “affordable housing” is a relative term. He said that until the market cools off, it will be difficult to classify and define affordable housing. Mr. Chawla said that there is a common definition for affordable housing, acknowledged that the market is working against the community, but that it is a top priority for the Junction. He said he would like to explore how to get creative, such as allowing multiple small dwellings on one lot.

Mr. Alden then began a discussion of transitioning from a Planning Commission (PC) to a Development Review Board (DRB). He asked for the Trustees’ thoughts on the matter. Mr. Brown asked how the Planning Commission would like the process to unfold.

Mr. Alden outlined the proposed regulations, which say that the PC will conduct planning activities and the DRB would conduct the former Zoning Board of Adjustment (ZBA) activities and conduct reviews and determinations about applications. He said that the process should be fairly seamless, though one challenge will be how to fill vacancies. Mr. Brown noted that details around how many members should be on the boards and how long terms should be have yet to be worked out, and welcomed subject matter expert input. Mr. Pierce said that one strategy is for one member of the DRB to also serve on the PC, to ensure connection between rule makers and rule adjudicators. Mr. Tyler asked how much planning the current PC currently does, as opposed to the amount of application review they conduct. Mr. Alden replied that they are currently conducting significantly more planning than adjudicating, as the planning occurs on a given cycle every 5 to 7 years, when the LDC or Comprehensive Plan are due for updates. He said that there had been several large projects up for review over the last two years, but that they conduct adjudication on a more ad hoc basis.

Ms. Mahony went through the questions posed by staff. She said that 5-member boards are the most common for Planning Commissions. She said that in terms of a DRB, a 5-member board is common and that it is a good idea to also have 2 alternates (who attend all meetings), to ensure that there are no delays in application review if a member is absent. She said that in terms of term length, staggered terms of 1 and 3 years tend to work well to ensure continuity. She added that it is important to ensure that the current ZBA closes all of its applications prior to being dissolved, as a municipality cannot have both a DRB and ZBA at the same time. She advised having the DRB set up and ready to go by July 1. She said that in terms of education and outreach, the CCRPC has set trainings for both bodies for new members. She added that the CCRPC can provide language for advertising open positions. Mr. Alden said it may be useful for the Village Attorney to review current language in Village documents to update to the current PC/DRB configuration.

Ms. Thibeault said that in terms of a member serving on two boards, the Trustees just approved an ethics policy that precludes them from doing that (in addition to charter language). Mr. Alden said that it will be important to maintain a connection between the DRB and PC, and suggested that joint meetings could be used if need be.

Ms. Thibeault noted that the current charter language means that the current PC would become the new PC, and that the current ZBA would become the new DRB. She said that if current PC members would like to serve on the DRB, they would need to resign from the PC. Mr. Alden said that there would be a

large number of vacancies on the DRB as a result of that. Mr. Tyler said that it will likely take several months to backfill these vacancies, saying that he likes Mr. Batalion's idea of filling the DRB.

Mr. Batalion suggested that the current PC members and current ZBA members become the new DRB members and alternates. Mr. Alden expressed support for the use of alternates on boards.

B. Status update on process of Code update for retail cannabis

Mr. Batalion asked whether municipalities are allowed to treat cannabis any differently than any other retail (such as alcohol). Mr. Chawla said that the proposed buffers do not work for the Junction, since it is so compact. He expressed concern that the state will begin to issue licenses without feedback from the Junction and that establishments will be grandfathered into any regulations that the Junction develops. Mr. Alden agreed, noting that the LDC has a use table that could be a useful tool to describe what establishments can go into which zoning districts.

Mr. Chawla asked if there is any support that the Trustees can give to the PC as they work through these activities with the Cannabis Control Board. Mr. Alden replied that the Trustees have more authority over what occurs in the Junction than the PC.

Ms. Clemens said that the cannabis issue seems very similar to the issue several years ago around massage parlors and where they can be located, as well as the issue around where bodegas can be located. She suggested that they approach the issue similarly to how they would decide to locate a bodega. She asked whether they should restrict commerce to commercial areas or whether they can be permitted in residential areas. She also asked whether it should be codified in ordinance or in the LDC. Mr. Chawla replied that it would be important to distinguish between personal use and retail/home occupations, and that the State has advised that it be handled through zoning. Mr. Brown noted that according to state statute, a municipality may not prohibit the operation of a cannabis establishment in the municipality through an ordinance, so they'd have to regulate it through the LDC.

Mr. Batalion raised an issue with timing, noting that they don't anticipate having an updated LDC prior to October 1 (when cannabis retailers are allowed to begin operating). He asked whether sections of the LDC can be approved prior to others. He suggested that the Junction seek a legal opinion on how to approach this issue. Ms. Mahony noted that a municipality can move a piece of the LDC when and if they need to, provided that it goes through the process of warned hearings and public comment at both the PC and Trustee level. She said that the majority of the LDC has been updated and suggested that perhaps they move that package without the outstanding updates on inclusionary zoning and affordable housing.

Ms. Mahony noted that Winooski, for example, has implemented a local cannabis control commission and have not felt they need to change their zoning for this use and will treat it like whatever the request is for (e.g., retail, home occupation), and the Zoning Administrator will determine whether they meet the requirements or not. She said that the local commission won't issue a license unless the zoning permit is in hand. She said that this could be advantageous because it allows a municipality to review that license on a regular basis and determine whether the establishment still meets the requirements.

Mr. Luck suggested convening a working group on retail cannabis, comprised of Trustees, Planning Commissioners, and potentially members of the public. Board members expressed interest in participating.

Mr. Luck noted that it would be helpful if Planning Commissioners notify municipal staff about whether they would like to remain on the PC or resign and transition to the DRB, so that vacant positions can be advertised and filled.

**MOTION by Raj Chawla, SECOND by Dan Kerin, to adjourn the Board of Trustees meeting. VOTING: unanimous (5-0); motion carried at 7: 40 PM.**

## **5. WORK SESSION-PLANNING COMMISSION ONLY**

### A. Continue updates for the Land Development Code (LDC)

Ms. Mahony began by walking through changes to Appendix A, which included a recommendation for a drainage outlet concept. She said that the recommendation adds language that would require drainage outlets being conveyed to the Village to comply with State stormwater discharge requirements.

Ms. Mahony then reviewed changes in Chapter 9, pertaining to subdivision regulations. She noted that all of the substantive changes had previously been discussed with the PC, so the content should seem familiar. They include the addition of green stormwater requirements into the subdivision language, the addition of language that would outline the process for when something becomes public infrastructure, clarifying language around relevant reviewers for infrastructure improvements, clarifying language around as built plans, and more specific language around dedications of public infrastructure and the distinction between how public and private infrastructure will be handled.

Ms. Mahony then reviewed Appendix B, which is the fee schedule. She noted changes in fees for various permits, reviews, and public works time and materials. Mr. Batalion asked whether it makes sense to adjust the fees further for inflation. Ms. Mahony replied that it depends on whether the intention is that the fees would completely pay for planning and zoning staff, or whether the fees should reflect the cost of actual design work. Ms. Mahony then noted a capacity maintenance fee at 50% initial capacity and that extensions may not exceed ten years.

Ms. Mahony then reviewed additional changes in Chapter 11 and Chapter 14, which were minor.

Ms. Mahony asked Commissioners and staff where they stand on the accessory structure setback requirement. Mr. Pierce replied that they should give the ability to apply for a waiver if it is a small lot. Mr. Scheld proposed that if there is a fence or landscape buffer that defines the property line, then a storage shed could go on or adjacent to the property line, and the setback could be a 5 foot buffer if there is no fence or landscape buffer. Ms. Clemens asked how the ZBA has handled waivers to solve this situation in the past. Mr. Pierce replied that they have granted variances to small lots to have structures closer to the property line. Mr. Scheld noted that in the LDC storage sheds are grouped together with detached garages, though they don't seem like they should be treated the same. Ms. Mahony said that an 8-foot setback for a storage shed on a small lot seems excessive. Mr. Pierce said that he is fine with sheds being on a property-line as long as there is no adverse impact on a neighboring property (such as water runoff). Planning Commissioners agreed to discuss this further at one of their June meetings.

Ms. Mahony noted that in terms of outstanding items for the LDC update, they are still waiting on more clarification around retail cannabis and inclusionary zoning. Mr. Batalion additionally requested discussing allowing triplexes in residential districts (in addition to duplexes), per a request from the Trustees.

**6. OTHER PLANNING COMMISSION ITEMS**

None at this time.

**7. ADJOURNMENT**

**MOTION by Patrick Scheld, SECOND by Diane Clemens to adjourn the meeting. VOTING: unanimous (3-0); motion carried.**

*RScty: AACoonrad*

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
June 22, 2022**

**TRUSTEES PRESENT:** Raj Chawla, Vice President; Dan Kerin; Amber Thibeault.

**ADMINISTRATION:** Wendy Hysko, Library Director/Interim Co-Manager; Brad Luck, Essex Junction Recreation & Parks Director/Interim Co-Manager; Colleen Dwyer, Human Resources Director; Jess Morris, Finance Director

**OTHERS PRESENT:** Diane Clemens, Annie Cooper, Ned Daly, Cristin Gildea, Scott McCormack, Erhard Mahnke, Elijah Massey, Maggie Massey, Ta Tanisha Redditta, Gabrielle Smith, Kate Vanni, Dylan Zwicky.

**1. CALL TO ORDER**

Raj Chawla called the meeting to order at 6:30 pm.

**2. AGENDA ADDITIONS/CHANGES**

None at this time.

**3. APPROVE AGENDA**

No approval needed.

**4. PUBLIC TO BE HEARD**

a. Comments from public on items not on the agenda

None at this time.

**5. PUBLIC HEARING**

a. FY23 proposed utility rates – second hearing

Ms. Morris provided an overview of the FY23 proposed utility rates, noting that this is the second public hearing. She noted that the rates were calculated using the same calculation methodology as in past years. She noted that the combined rate is increasing by 7.7%, which is for water, sewer, and sanitation, and represents around a \$41.78 per residential property per year.

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

**6. BUSINESS ITEMS**

a. Consider approval of fiscal year 2023 proposed utility rates.

**DAN KERIN made a motion, and AMBER THIBEAULT seconded, that the Trustees adopt the Fiscal Year 2023 Utility Rates as presented. The motion passed 3-0.**

54 b. Department Head conversation: Colleen Dwyer, HR Director  
55 Ms. Dwyer spoke first about the department's six month lookback, noting that she was a relatively  
56 recent hire and has been learning about how municipal human resources departments differ from  
57 those in the private sector. She also spoke about the department's interest on the topic of  
58 compensation. She also spoke about the City Manager hiring process. She said that since she has  
59 started there have been 10 new hires. She said that she will be shadowing every department to get a  
60 sense of what their work entails and make connections within each department.

61 Mr. Chawla asked about Ms. Dwyer's perceived differences between the private sector and municipal  
62 government. Ms. Dwyer replied that the pace of municipal government is more deliberate, thoughtful,  
63 and intentional. She said that the pace is more beneficial, but acknowledged that it can be frustrating  
64 internally at times.

65 c. Consider amendments to Housing Commission charter  
66 Ms. Smith, Vice-Chair of the Housing Commission, noted that the Housing Commission has been  
67 asked by both Boards for recommendations for transitioning from a joint Commission to two separate  
68 commissions. She said that both municipalities would like to have housing commissions, but would like  
69 them separate. She noted that the proposed changes to the charter for the Housing Commission were  
70 approved by the Selectboard last night. She said that the recommendations are geared toward  
71 ensuring as much continuity as possible. She said that specifically, the recommendations request  
72 having an interim period of a joint Commission until April 2023 and expand the number of members on  
73 the Commission to 10. She said that all terms of appointments would remain unchanged. She said that  
74 another recommendation is to have a quorum of 5, acknowledging current vacancies. She said that  
75 once the Commissions are separated, they would each have 7 members and a quorum of 4.

76 **DAN KERIN made a motion, seconded by AMBER THIBEAULT, that the Trustees endorse its**  
77 **separation proposal and approve the revised joint Housing Commission charter, anticipating**  
78 **that final resolutions to separate the Housing Commission and proposed new charters, will be**  
79 **provided by June 1, 2023. The motion passed 3-0.**

80 d. \*Interviews and consider appointments too Housing Commission, Planning Commission,  
81 Development Review Board.  
82 The Trustees interviewed Gabrielle Smith for a seat on the Housing Commission. Ms. Smith said that  
83 she is interested in continuing her role on the Housing Commission and that she has been in this role  
84 for 2 years. She said that the learning curve for her was steep and that she has learned a lot from her  
85 colleagues.

86  
87 The Trustees interviewed Ta Tanish Redditta for a seat on the Housing Commission. Ms. Redditta  
88 spoke about her interest in and motivation for being on the Housing Commission. She spoke about her  
89 experience with homelessness and said that housing issues are extremely important to her. She said  
90 that she has watched several Housing Commission meetings. She noted other volunteer positions she  
91 has held and community involvement she has had in the past, including on the Economic  
92 Development Commission and the Community Justice Center.

93  
94 The Trustees interviewed Ned Daly for a seat on the Housing Commission. Mr. Daly spoke about his  
95 experience with the Town's Planning Commission and with activities related to construction, design,

96 and development. He said that his strength is as a convener and facilitator in order to complete  
97 collaborative projects. Mr. Kerin asked about the differences between the Town and Junction's  
98 development needs. Mr. Daly said that Essex has struggled to get the Essex Town Center off the  
99 ground. He said that the Village is more complete in terms of having infrastructure support to  
100 accomplish its goals, though it is more limited in terms of space.

101  
102 The Trustees interviewed Diane Clemens for a seat on the Planning Commission. Ms. Clemens spoke  
103 about her current experience serving on the Planning Commission. Mr. Chawla asked what Ms.  
104 Clemens is most proud of and what she's still hoping to accomplish. Ms. Clemens replied that she  
105 helped the Junction draft the Municipal Plan as well as its Comprehensive Plan, as well as solicited  
106 public input on the plans. She said that she is proud that the Junction is guided by these plans as well  
107 as by its Land Development Code.

108  
109 The Trustees interviewed Scott McCormack for a seat on the Planning Commission. He spoke about  
110 his work experiences, which has entailed working with regional, state, and national governments,  
111 mostly overseas. He noted his experience working with groups to implement strategic and work plans.  
112 He expressed interest in helping engage the public on the Junction's Comprehensive Plan. Mr.  
113 Chawla noted that public engagement will be essential over the next three to four years as the  
114 Comprehensive Plan is updated.

115  
116 The Trustees interviewed Elijah Massey for a seat on the Planning Commission. He spoke about his  
117 experience working in rural development and expressed interest in municipal development in his  
118 community. He spoke about his experience on the Junction's Bike/Walk Committee, though he had to  
119 step down from that role due to family obligations. He said he is interested in returning to more active  
120 civic engagement.

121  
122 The Trustees interviewed Christin Gildea for a seat on the Development Review Board. She spoke  
123 about her experience with recruiting volunteers through her work with alumni relations at the University  
124 of Vermont Larner College of Medicine, and relished the prospect of becoming a volunteer herself.  
125 She spoke about her family's engagement with local government in New Jersey when she was  
126 growing up. Mr. Chawla asked for her perspective on where the Junction is headed in terms of in-fill,  
127 development, and affordable housing. Ms. Gildea replied that these issues are intricately intertwined  
128 and also spoke positively of mixed-use zoning as a way of achieving some of these goals.

129  
130 The Trustees interviewed Maggie Massey for a seat on the Development Review Board. Ms. Massey  
131 said that she is interested in becoming more involved with the community. She noted her participation  
132 in the City Manager recruitment team as a good way for her to get a sense of what civic engagement  
133 in the Junction would entail. She noted her experiences in community development in Paraguay as  
134 well as her recruitment and mentoring experiences. Mr. Chawla asked for her perspective on how the  
135 Junction's development progress. Ms. Massey said that she has agreed with the Junction's  
136 development strategy so far, which attempts to minimize sprawl. She said that she is excited about  
137 changes such as 5 Corners and the intentional development that comes with it.

138

The Trustees interviewed Dylan Zwicky for a seat on the Development Review Board. Mr. Zwicky spoke about his experiences as a recent home-buyer in Essex Junction, specifically around the scarcity of housing in the area. He spoke about his experience at the Vermont legislature and his background in political science and economics. He expressed support for the direction in which the Junction is headed, in terms of walkability, livability, and promotion of in-fill development as an appropriate land use strategy.

**DAN KERIN made a motion, seconded by AMBER THIBEAULT, that the Trustees appoint Gabrielle Smith for a three-year term, Ta Tanisha Redditta for a three-year term, Ned Daly for a two-year term, Katie Ballard for a one-year term, and Mia Watson for a one-year term to the Housing Commission; Diane Clemens for a three-year term, Elijah Massey for a three-year term, and Scott McCormack for a two-year term to the Planning Commission; and John Alden for a one-year term, Cristin Gildea for a two-year term, Maggie Massey for a three-year term, Robert Mount for a three-year term, and Dylan Zwicky for a three-year term to the Development Review Board. The motion passed 3-0.**

**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

**AMBER THIBEAULT made a motion, seconded by DAN KERIN to approve the consent agenda as presented. The motion passed 3-0.**

**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.  
An executive session was not needed.

**10. ADJOURN**

**DAN KERIN made a motion, seconded by AMBER THIBEAULT, to adjourn the meeting. The motion passed 3-0 at 8:08PM.**

Respectfully Submitted,  
Amy Coonradt

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**CITY OF ESSEX JUNCTION  
CITY COUNCIL  
MINUTES OF MEETING  
July 6, 2022**

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

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

**OTHERS PRESENT:** Robert Burrows, Heidi Clark, Annie Cooper, Ken Signorello

1. **CALL TO ORDER**

Andrew Brown called the first ever City Council meeting to order at 6:30 pm.

2. **AGENDA ADDITIONS/CHANGES**

None.

3. **APPROVE AGENDA**

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

4. **PUBLIC TO BE HEARD**

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

Ms. Cooper expressed willingness to serve on the City Economic Development Commission.

5. **BUSINESS ITEMS**

a. **Discuss City Manager applications**

**ANDREW BROWN made a motion, seconded by DAN KERIN, to move that the City Council go into executive session to discuss personal documents related to the hiring of individuals that are exempt from the public records laws, under the provisions of Title 1, Section 313(a)(6) of the Vermont Statutes, and include the interim co-managers. The motion passed 5-0.**

**ANDREW BROWN made a motion, seconded by AMBER THIBEAULT, to exit executive session. Motion passed 5-0.**

**b. Consider City Manager hiring process**

Mr. Brown called the public meeting back to order at 7:04 PM. Mr. Brown detailed the hiring process memo, as well as the involvement of the Hiring Committee.

**DAN KERIN made a motion, seconded by Raj Chawla, that the City Council accept the City Manager hiring process that has been identified in this memo. The motion passed 5-0.**

6. **CONSENT ITEMS**

a. **Approve agreements & authorize City Council President to sign agreements with Town of Essex**

**RAJ CHAWLA made a motion, seconded by DAN KERIN to approve the consent agenda. The motion passed 5-0.**

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**7. EXECUTIVE SESSION**

a. An executive session was necessary for the discussion of documents that are exempt from the public records

The Executive Session motions are detailed under Business Items.

**8. ADJOURN**

**DAN KERIN made a motion, seconded by RAJ CHAWLA, to adjourn the meeting. The motion passed 4-0 at 7:15 PM.**

Respectfully Submitted,  
Darby Mayville  
Recording Secretary

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	06/17/22	CABIN AIR FILTER EA CQBL 552216832094	210-5-40-12-430.000 R&M Vehicles & Equipment	19.58	40421	06/24/22
05290	ADVANCE AUTO PARTS	06/17/22	truck #3 552216832108	210-5-40-12-430.000 R&M Vehicles & Equipment	22.13	40421	06/24/22
05290	ADVANCE AUTO PARTS	06/17/22	truck #3 552216832122	210-5-40-12-430.000 R&M Vehicles & Equipment	17.38	40421	06/24/22
05290	ADVANCE AUTO PARTS	06/21/22	BRITE TOUCH-PRMR GRY 1 ( 552217232307	210-5-40-12-610.000 General Supplies	11.02	40421	06/24/22
05290	ADVANCE AUTO PARTS	06/22/22	truck #3 552217350128	210-5-40-12-430.000 R&M Vehicles & Equipment	47.69	40421	06/24/22
05290	ADVANCE AUTO PARTS	06/22/22	truck #3 552217350129	210-5-40-12-430.000 R&M Vehicles & Equipment	13.29	40421	06/24/22
07305	AIRGAS USA LLC	06/13/22	O2 Cylinders 9126823675	210-5-25-10-613.000 Program Supplies	213.14	40422	06/24/22
19815	AMAZON CAPITAL SERVICES	06/21/22	Office Water Filter 1T134M3W6334	210-5-30-10-610.000 General Supplies	96.32	40424	06/24/22
42665	AMAZON/SYNCB	06/10/22	EJRP Amazon May/June 0432266 0622	210-5-30-10-610.000 General Supplies	37.26	40426	06/24/22
42665	AMAZON/SYNCB	06/10/22	J Prog, A Prog, ARPA, J R 069850622	210-5-35-10-840.202 Childrens Programs	407.14	40427	06/24/22
42665	AMAZON/SYNCB	06/10/22	J Prog, A Prog, ARPA, J R 069850622	210-5-35-10-840.201 Adult Programs	167.69	40427	06/24/22
42665	AMAZON/SYNCB	06/10/22	J Prog, A Prog, ARPA, J R 069850622	210-5-35-10-890.832 Fed Grant Expenditure: AR	25.99	40427	06/24/22
42665	AMAZON/SYNCB	06/10/22	J Prog, A Prog, ARPA, J R 069850622	210-5-90-00-640.202 Juvenile Collection repl	130.85	40427	06/24/22
42665	AMAZON/SYNCB	06/10/22	J Prog, A Prog, ARPA, J R 069850622	210-5-35-10-610.000 General Supplies	849.75	40427	06/24/22
42665	AMAZON/SYNCB	06/10/22	J Prog, A Prog, ARPA, J R 069850622	210-5-90-00-991.000 Library Donation Expense	525.84	40427	06/24/22
29380	BALLARD KATIE L	06/16/22	HC Stipend June HC6122	210-5-10-10-190.000 Board member Payments	25.00	40429	06/24/22
25370	BOUNCE AROUND VT	06/13/22	7/1 Village Event - PrePa 061322D	210-1-00-00-120.000 Prepaid Expenses	410.00	40437	06/24/22
02235	BOUND TREE MEDICAL LLC	06/06/22	Bandages 84551073	210-5-25-10-613.000 Program Supplies	128.97	40439	06/24/22
00530	BRODART CO	06/08/22	Adult Collection B6440117	210-5-35-10-640.201 Adult Collection	293.64	40440	06/24/22
00530	BRODART CO	06/09/22	J Collection, Supplies B6440827	210-5-35-10-640.202 Juvenile Collection	16.87	40440	06/24/22
00530	BRODART CO	06/09/22	J Collection, Supplies B6440827	210-5-35-10-610.000 General Supplies	0.80	40440	06/24/22
00530	BRODART CO	06/09/22	J Collection, ARPA, Suppl B6440956	210-5-35-10-640.202 Juvenile Collection	40.77	40440	06/24/22
00530	BRODART CO	06/09/22	J Collection, ARPA, Suppl B6440956	210-5-35-10-890.832 Fed Grant Expenditure: AR	71.16	40440	06/24/22
00530	BRODART CO	06/09/22	J Collection, ARPA, Suppl B6440956	210-5-35-10-610.000 General Supplies	6.40	40440	06/24/22
00530	BRODART CO	06/09/22	J Collection, Supplies B6441309	210-5-35-10-640.202 Juvenile Collection	13.49	40440	06/24/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	06/09/22	J Collection, Supplies B6441309	210-5-35-10-610.000 General Supplies	0.80	40440	06/24/22
00530	06/13/22	Donations/Foundation: FAS B6442675	210-5-90-00-991.000 Library Donation Expense	93.85	40440	06/24/22
00530	06/13/22	Donations/Foundation: FAS B6442675	210-5-35-10-610.000 General Supplies	4.80	40440	06/24/22
00530	06/14/22	DonationExp/Foundation: F B6443511	210-5-90-00-991.000 Library Donation Expense	94.45	40440	06/24/22
00530	06/14/22	DonationExp/Foundation: F B6443511	210-5-35-10-610.000 General Supplies	4.80	40440	06/24/22
00530	06/16/22	A.Replace, Supplies B6445163	210-5-90-00-640.201 Adult Collection replacem	73.86	40440	06/24/22
00530	06/16/22	A.Replace, Supplies B6445163	210-5-35-10-610.000 General Supplies	2.40	40440	06/24/22
00530	06/16/22	Adult Collection, Supplie B6445164	210-5-35-10-640.201 Adult Collection	24.62	40440	06/24/22
00530	06/16/22	Adult Collection, Supplie B6445164	210-5-35-10-610.000 General Supplies	1.60	40440	06/24/22
00530	06/16/22	Adult Collection, Supplie B6445474	210-5-35-10-640.201 Adult Collection	77.19	40440	06/24/22
00530	06/16/22	Adult Collection, Supplie B6445474	210-5-35-10-610.000 General Supplies	4.00	40440	06/24/22
00530	06/16/22	A Collection, ARPA, Suppl B6445475	210-5-35-10-640.201 Adult Collection	99.07	40440	06/24/22
00530	06/16/22	A Collection, ARPA, Suppl B6445475	210-5-35-10-890.832 Fed Grant Expenditure: AR	71.15	40440	06/24/22
00530	06/16/22	A Collection, ARPA, Suppl B6445475	210-5-35-10-610.000 General Supplies	7.20	40440	06/24/22
16030	06/16/22	Senior Center 36869	210-5-40-12-431.000 R&M Buildings & Grounds	287.00	40441	06/24/22
V04609	06/01/22	Adult Collection 1934877	210-5-35-10-640.201 Adult Collection	95.88	40448	06/24/22
21210	06/21/22	safety and water cooler m 5113177286	210-5-40-12-610.000 General Supplies	29.14	40454	06/24/22
39475	06/22/22	Perennial 6" (\$15.99) 6+ 27226	210-5-40-12-571.000 Streetscape Maintenance	79.92	40455	06/24/22
04940	06/12/22	tv internet 6/19 to 7/18 0091811 0622	210-5-40-12-610.000 General Supplies	181.41	40457	06/24/22
04940	06/12/22	tv internet 6/19 to 7/18 0091811 0622	210-5-40-12-600.000 Salt, Sand and Gravel	62.90	40457	06/24/22
04940	06/03/22	Cable TV 6/10-7/9/22 0207722 0622	210-5-25-10-530.000 Communications	19.82	40458	06/24/22
17025	06/13/22	Recording Secretary 6/8/2 0094	210-5-10-10-530.000 Communications	127.92	40459	06/24/22
25715	05/20/22	Various Village Projects 22810 0522	210-1-00-00-130.000 Exchange - General	492.00	40464	06/24/22
35260	06/14/22	Shirt Printing 06092235	210-5-40-12-612.000 Uniforms	639.00	40468	06/24/22
38955	06/09/22	SEAL TAPE 1/2x520' WHT PT 76457451	210-5-40-12-571.000 Streetscape Maintenance	25.78	40472	06/24/22

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
25390	FIRST NATIONAL BANK OMAHA	06/16/22	EJRP CC May 4955 0622A	210-5-17-10-850.000 Community Events and Cele	4.99	40477	06/24/22
21845	FIRST NATIONAL BANK OMAHA	06/16/22	Trainng, JProg, Tech, Pos 0017 0622	210-5-35-10-500.000 Training, Conf, Dues	217.63	40478	06/24/22
21845	FIRST NATIONAL BANK OMAHA	06/16/22	Trainng, JProg, Tech, Pos 0017 0622	210-5-35-10-840.202 Childrens Programs	77.93	40478	06/24/22
21845	FIRST NATIONAL BANK OMAHA	06/16/22	Trainng, JProg, Tech, Pos 0017 0622	210-5-35-10-505.000 Tech. Subs, Licenses	112.66	40478	06/24/22
21845	FIRST NATIONAL BANK OMAHA	06/16/22	Trainng, JProg, Tech, Pos 0017 0622	210-5-35-10-560.000 Postage	234.00	40478	06/24/22
21845	FIRST NATIONAL BANK OMAHA	06/16/22	Trainng, JProg, Tech, Pos 0017 0622	210-5-35-10-610.000 General Supplies	75.00	40478	06/24/22
21845	FIRST NATIONAL BANK OMAHA	06/16/22	Trainng, JProg, Tech, Pos 0017 0622	210-5-35-10-640.201 Adult Collection	36.75	40478	06/24/22
07010	GREEN MOUNTAIN POWER CORP	06/13/22	non solar accts 5/12 to 6 0622 NS	210-5-40-12-622.200 Streetlight Electricity	10958.50	40481	06/24/22
07010	GREEN MOUNTAIN POWER CORP	06/13/22	non solar accts 5/12 to 6 0622 NS	210-5-40-12-622.200 Streetlight Electricity	678.08	40481	06/24/22
07010	GREEN MOUNTAIN POWER CORP	06/08/22	MSP Power May 0622 75MAPLE	210-5-41-26-622.000 Electricity	424.59	40482	06/24/22
07010	GREEN MOUNTAIN POWER CORP	06/08/22	solar accounts 5/6 to 6/7 0622 solar	210-5-41-20-622.000 Electricity	109.71	40483	06/24/22
07010	GREEN MOUNTAIN POWER CORP	06/08/22	solar accounts 5/6 to 6/7 0622 solar	210-5-40-12-622.000 Electricity	94.52	40483	06/24/22
07010	GREEN MOUNTAIN POWER CORP	06/08/22	solar accounts 5/6 to 6/7 0622 solar	210-5-40-12-622.000 Electricity	36.64	40483	06/24/22
07010	GREEN MOUNTAIN POWER CORP	06/08/22	solar accounts 5/6 to 6/7 0622 solar	210-5-41-22-622.000 Electricity	109.70	40483	06/24/22
07010	GREEN MOUNTAIN POWER CORP	06/08/22	solar accounts 5/6 to 6/7 0622 solar	210-5-41-21-622.000 Electricity	469.45	40483	06/24/22
07010	GREEN MOUNTAIN POWER CORP	06/08/22	solar accounts 5/6 to 6/7 0622 solar	210-5-41-23-622.000 Electricity	286.59	40483	06/24/22
07010	GREEN MOUNTAIN POWER CORP	06/08/22	MSP Power May 062275MAPLE2	210-5-41-26-622.000 Electricity	44.07	40484	06/24/22
45410	J B SIMONS INC	06/14/22	Uniforms 122602	210-5-25-10-612.000 Uniforms	2165.35	40495	06/24/22
28135	JOURNYX, INC	06/01/22	EJRP Timekeeping May 1342	210-5-30-10-330.000 Professional Services	600.00	40497	06/24/22
25625	LOWE'S - 1080	06/02/22	EJRP Lowes May 4191080 0622	210-5-30-12-610.000 General Supplies	198.26	40503	06/24/22
25625	LOWE'S - 1080	06/02/22	EJRP Lowes May 4191080 0622	210-5-41-20-610.000 General Supplies	49.82	40503	06/24/22
27840	MADISON NATIONAL LIFE INS	06/21/22	Vill Jul 22 life 1504430V	210-1-00-00-120.001 Prepaid Insurance	898.32	40505	06/24/22
V9970	MIDWEST TAPE	06/07/22	Adult Collection 502218128	210-5-35-10-640.201 Adult Collection	39.99	40510	06/24/22
V9970	MIDWEST TAPE	06/13/22	Adult Collection 502246401	210-5-35-10-640.201 Adult Collection	179.97	40510	06/24/22
26630	MINUTEMAN / ALLEGIANCE TR	06/14/22	LED MDL 19 COMBO X20106159001	210-5-25-10-430.000 R&M Vehicles & Equipment	42.69	40513	06/24/22

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
V10462	06/09/22	MONAGHAN SAFAR DUCHAM PL Vill legal May 22 May 2022	210-5-10-10-320.000 Legal Services	45.00	40514	06/24/22
V10462	06/09/22	MONAGHAN SAFAR DUCHAM PL Vill legal May 22 May 2022	210-5-10-10-320.000 Legal Services	180.00	40514	06/24/22
05485	06/09/22	NATIONAL BUSINESS LEASING copier leases 6/15-7/14/2 76565053	210-5-35-10-442.000 Rental Vehicles/Equip	80.72	40517	06/24/22
05485	06/09/22	NATIONAL BUSINESS LEASING copier leases 6/15-7/14/2 76565053	210-5-35-10-442.000 Rental Vehicles/Equip	80.74	40517	06/24/22
05485	06/09/22	NATIONAL BUSINESS LEASING copier leases 6/15-7/14/2 76565053	210-5-40-12-442.000 Rental Vehicles/Equip	72.59	40517	06/24/22
05485	06/09/22	NATIONAL BUSINESS LEASING copier leases 6/15-7/14/2 76565053	210-5-10-10-442.000 Rental Vehicles/Equip	138.97	40517	06/24/22
06675	06/21/22	NATIONAL BUSINESS TECHNOL Copier usages 5/18-6/17/2 IN490777	210-5-35-10-442.000 Rental Vehicles/Equip	1.26	40518	06/24/22
06675	06/21/22	NATIONAL BUSINESS TECHNOL Copier usages 5/18-6/17/2 IN490777	210-5-35-10-442.000 Rental Vehicles/Equip	83.78	40518	06/24/22
06675	06/21/22	NATIONAL BUSINESS TECHNOL Copier usages 5/18-6/17/2 IN490777	210-5-40-12-442.000 Rental Vehicles/Equip	0.99	40518	06/24/22
06675	06/21/22	NATIONAL BUSINESS TECHNOL Copier usages 5/18-6/17/2 IN490777	210-5-10-10-442.000 Rental Vehicles/Equip	41.32	40518	06/24/22
13475	06/10/22	NEEDHAM ELECTRIC SUPPLY ( ) Maint Supplies S5863341001	210-5-30-12-610.000 General Supplies	6.91	40519	06/24/22
13475	06/16/22	NEEDHAM ELECTRIC SUPPLY ( ) Maint Supplies S5866291001	210-5-30-12-610.000 General Supplies	131.76	40519	06/24/22
24960	06/15/22	NORTHEAST DELTA DENTAL Vill Jul 22 dental 9256197722V	210-5-30-10-210.000 Group Insurance	129.44	40523	06/24/22
24960	06/15/22	NORTHEAST DELTA DENTAL Vill Jul 22 dental 9256197722V	210-1-00-00-120.001 Prepaid Insurance	2076.28	40523	06/24/22
27240	06/13/22	OTIS ELEVATOR COMPANY Elevator BL 100400828534	210-1-00-00-120.000 Prepaid Expenses	329.18	40525	06/24/22
V10729	06/08/22	OVERDRIVE INC Juv Replacement 22187747	210-5-90-00-640.202 Juvenile Collection repl	214.01	40526	06/24/22
V10729	06/09/22	OVERDRIVE INC Adult Collection 22188700	210-5-35-10-640.201 Adult Collection	127.49	40526	06/24/22
23420	06/09/22	P & P SEPTIC SERVICE INC. Cascade Park Portolet Jun T577889	210-5-30-12-330.000 Professional Services	120.00	40528	06/24/22
25140	06/17/22	PIKE INDUSTRIES INC Asphalt 1187170	210-5-40-12-605.000 Summer Construction Suppl	155.54	40534	06/24/22
37430	06/08/22	R R CHARLEBOIS INC sweeper repair RC78278	210-5-40-12-430.000 R&M Vehicles & Equipment	2334.71	40536	06/24/22
02320	06/16/22	REDMOND MARK HC Stipend June HC6122	210-5-10-10-190.000 Board member Payments	25.00	40539	06/24/22
28015	06/13/22	SCICITANO DALE beaver removal 879372	210-5-30-12-330.000 Professional Services	223.00	40547	06/24/22
09105	06/14/22	SECURE SHRED EJRP Shred Service June 396155	210-5-30-10-330.000 Professional Services	22.00	40549	06/24/22
29835	06/21/22	SHERWIN-WILLIAMS BRUSH 2" TRIM 89805	210-5-40-12-610.000 General Supplies	17.33	40551	06/24/22
29455	06/16/22	TEEGARDEN MICHELLE HC Stipend June HC6122	210-5-10-10-190.000 Board member Payments	50.00	40555	06/24/22

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
14900	06/21/22	UNITED STATES TREASURY PCORI CY22 PCORICY2022	210-5-10-10-210.000 Group Insurance	114.38	40557	06/24/22
25315	06/03/22	VESPA'S PIZZA PASTA & DEL Village Pizza Friday 060322D	210-5-30-10-610.000 General Supplies	105.00	40559	06/24/22
21230	06/19/22	VISION SERVICE PLAN (CT) Vill Jul 22 vision 815427823	210-5-30-10-210.000 Group Insurance	24.40	40561	06/24/22
21230	06/19/22	VISION SERVICE PLAN (CT) Vill Jul 22 vision 815427823	210-1-00-00-120.001 Prepaid Insurance	411.77	40561	06/24/22
30210	07/01/22	VLCT Vill FY23 dues ASD20230044	210-1-00-00-120.000 Prepaid Expenses	997.50	40562	06/24/22
07565	06/09/22	W B MASON CO INC Office Supplies 230400227	210-5-30-10-610.000 General Supplies	102.59	40568	06/24/22
29395	06/16/22	WATSON MIA HC Stipend June HC6122	210-5-10-10-190.000 Board member Payments	25.00	40569	06/24/22
25715	05/25/22	DONALD L. HAMLIN CONSULT Development of preliminar 19801 522	220-5-00-00-720.002 1 Main; Road Res-Q	1452.50	40464	06/24/22
25715	05/25/22	DONALD L. HAMLIN CONSULT Crescent Connector Essex 12833 522	230-5-16-10-890.824 Cres. Connector	1015.00	40464	06/24/22
25715	05/25/22	DONALD L. HAMLIN CONSULT Crescent Connector Phase 18814 522	230-5-16-10-890.824 Cres. Connector	1826.00	40464	06/24/22
V10462	06/09/22	MONAGHAN SAFAR DUCHAM PL Vill legal May 22 May 2022	230-5-16-10-890.824 Cres. Connector	707.50	40514	06/24/22
33850	05/02/22	CENTRAL VERMONT PROPRTIE ROW 887781 9500237259	254-5-54-20-441.000 Rental Land/Buildings	50.00	40449	06/24/22
33850	05/02/22	CENTRAL VERMONT PROPRTIE ROW 889305 9500237292	254-5-54-20-441.000 Rental Land/Buildings	50.00	40449	06/24/22
23435	05/31/22	CHAMPLAIN WATER DISTRICT Vill water May 22 053122D	254-5-54-20-411.000 CWD Water Purchase	2186.15	40450	06/24/22
23435	05/31/22	CHAMPLAIN WATER DISTRICT Vill water May 22 053122D	254-5-54-70-411.400 CWD Water Purchase - Glob	4750.75	40450	06/24/22
23435	05/31/22	CHAMPLAIN WATER DISTRICT Vill water May 22 053122D	254-5-54-20-411.000 CWD Water Purchase	47203.30	40450	06/24/22
23435	05/31/22	CHAMPLAIN WATER DISTRICT Vill water May 22 053122D	254-5-54-70-411.400 CWD Water Purchase - Glob	227275.88	40450	06/24/22
25715	05/20/22	DONALD L. HAMLIN CONSULT Various Village Projects 22810 0522	254-5-54-20-330.000 Professional Services	88.35	40464	06/24/22
07010	06/13/22	GREEN MOUNTAIN POWER CORP non solar accts 5/12 to 6 0622 NS	254-5-54-20-622.000 Electricity	74.06	40481	06/24/22
27840	06/21/22	MADISON NATIONAL LIFE INS Vill Jul 22 life 1504430V	254-1-00-00-120.001 Prepaid Insurance	91.50	40505	06/24/22
24960	06/15/22	NORTHEAST DELTA DENTAL Vill Jul 22 dental 9256197722V	254-1-00-00-120.001 Prepaid Insurance	317.51	40523	06/24/22
21230	06/19/22	VISION SERVICE PLAN (CT) Vill Jul 22 vision 815427823	254-1-00-00-120.001 Prepaid Insurance	59.92	40561	06/24/22
11375	06/01/22	CASELLA WASTE MANAGEMENT 2YD FL SERVICE MSW 3303065	255-5-55-30-570.000 Other Purchased Services	1097.64	40444	06/24/22
23455	06/01/22	CHITTENDEN SOLID WASTE DI grasslands 20224ESS	255-5-55-30-570.000 Other Purchased Services	8093.45	40453	06/24/22
25715	05/20/22	DONALD L. HAMLIN CONSULT Various Village Projects 22810 0522	255-5-55-30-340.000 Technical Services	347.50	40464	06/24/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
06870	06/14/22	Constituent Monitoring 411788	255-5-55-30-340.000 Technical Services	50.00	40470	06/24/22
06870	06/22/22	Essex Jct. WWTF TKN Only 412481	255-5-55-30-340.000 Technical Services	35.00	40470	06/24/22
24785	06/16/22	PILOT AIR CONTROL,2-WAY, 9347119027	255-5-55-30-570.000 Other Purchased Services	285.05	40480	06/24/22
V1093	06/16/22	SODIUM ALUMINATE 15688	255-5-55-30-619.000 Chemicals	14356.66	40491	06/24/22
V9854	06/06/22	COLILERT/ QTRAY2K COMBO 2 3107947996	255-5-55-30-618.000 Laboratory Supplies	774.34	40493	06/24/22
V9454	06/13/22	clothing - Kimball 3442096	255-5-55-30-612.000 Uniforms	298.00	40502	06/24/22
27840	06/21/22	Vill Jul 22 life 1504430V	255-5-55-30-210.000 Group Insurance	36.60	40505	06/24/22
27840	06/21/22	Vill Jul 22 life 1504430V	255-1-00-00-120.001 Prepaid Insurance	311.10	40505	06/24/22
V10462	06/09/22	Vill legal May 22 May 2022	255-5-55-30-320.000 Legal Services	70.00	40514	06/24/22
V10462	06/09/22	Vill legal May 22 May 2022	255-5-55-30-320.000 Legal Services	590.00	40514	06/24/22
V10462	06/09/22	Vill legal May 22 May 2022	255-5-55-30-320.000 Legal Services	1265.00	40514	06/24/22
05485	06/09/22	copier leases 6/15-7/14/2 76565053	255-5-55-30-442.000 Rental Vehicles/Equip	80.74	40517	06/24/22
06675	06/21/22	Copier usages 5/18-6/17/2 IN490777	255-5-55-30-442.000 Rental Vehicles/Equip	24.30	40518	06/24/22
24960	06/15/22	Vill Jul 22 dental 9256197722V	255-1-00-00-120.001 Prepaid Insurance	372.78	40523	06/24/22
03160	06/08/22	POLYMER FOR DEWATERING 20360	255-5-55-30-619.000 Chemicals	9108.00	40527	06/24/22
00710	03/24/22	miscellaneous 91	255-5-55-30-610.000 General Supplies	22.92	40558	06/24/22
21230	06/19/22	Vill Jul 22 vision 815427823	255-1-00-00-120.001 Prepaid Insurance	92.21	40561	06/24/22
07010	06/13/22	non solar accts 5/12 to 6 0622 NS	256-5-56-40-622.000 Electricity	484.47	40481	06/24/22
07010	06/08/22	solar accounts 5/6 to 6/7 0622 solar	256-5-56-40-622.000 Electricity	94.04	40483	06/24/22
07010	06/08/22	solar accounts 5/6 to 6/7 0622 solar	256-5-56-40-434.001 Susie Wilson PS Costs	57.62	40483	06/24/22
07010	06/08/22	solar accounts 5/6 to 6/7 0622 solar	256-5-56-40-434.002 West Street PS Costs	68.69	40483	06/24/22
27840	06/21/22	Vill Jul 22 life 1504430V	256-1-00-00-120.001 Prepaid Insurance	13.28	40505	06/24/22
24960	06/15/22	Vill Jul 22 dental 9256197722V	256-5-56-40-210.000 Group Insurance	129.44	40523	06/24/22
24960	06/15/22	Vill Jul 22 dental 9256197722V	256-1-00-00-120.001 Prepaid Insurance	306.14	40523	06/24/22
21230	06/19/22	Vill Jul 22 vision 815427823	256-5-56-40-210.000 Group Insurance	24.40	40561	06/24/22

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
21230	VISION SERVICE PLAN (CT)	06/19/22	Vill Jul 22 vision 815427823	256-1-00-00-120.001 Prepaid Insurance	59.22	40561	06/24/22
19815	AMAZON CAPITAL SERVICES	05/31/22	Senior Center Programs 1LTY1RYV36MX	258-5-33-13-830.000 Regular Programs	80.93	40424	06/24/22
19815	AMAZON CAPITAL SERVICES	06/18/22	Senior Center coffee 1WDVX3NHG4NY	258-5-33-13-610.000 General Supplies	49.18	40424	06/24/22
05485	NATIONAL BUSINESS LEASING	06/09/22	copier leases 6/15-7/14/2 76565053	258-5-33-13-442.000 Rental Vehicles/Equip	94.15	40517	06/24/22
06675	NATIONAL BUSINESS TECHNOL	06/21/22	Copier usages 5/18-6/17/2 IN490777	258-5-33-13-442.000 Rental Vehicles/Equip	55.76	40518	06/24/22
21570	PETTY CASH - NICOLE MONE	06/16/22	PETTY CASH 06162022	258-5-33-13-830.000 Regular Programs	35.04	40532	06/24/22
21570	PETTY CASH - NICOLE MONE	06/16/22	PETTY CASH 06162022	258-5-33-13-830.000 Regular Programs	12.60	40532	06/24/22
07305	AIRGAS USA LLC	06/09/22	Pool Chemicals 9126729349	259-5-30-11-431.000 R&M Buildings & Grounds	504.42	40422	06/24/22
07305	AIRGAS USA LLC	06/20/22	Pool Supplies 9127065751	259-5-30-11-431.000 R&M Buildings & Grounds	150.94	40422	06/24/22
07305	AIRGAS USA LLC	06/21/22	Pool Chemicals 9127112256	259-5-30-11-431.000 R&M Buildings & Grounds	361.50	40422	06/24/22
01975	ALBERT D LAWTON SCHOOL	06/15/22	Memorial Day Parade - Ban 061522D	259-5-30-14-850.150 Memorial Day Parade	350.00	40423	06/24/22
19815	AMAZON CAPITAL SERVICES	06/19/22	Camp Staff Lanyards 19CJYP31NX3V	259-5-30-17-610.000 General Supplies	34.55	40424	06/24/22
19815	AMAZON CAPITAL SERVICES	06/21/22	CMS Supplies 1F3NYDXG4FJ3	259-5-30-17-610.000 General Supplies	52.67	40424	06/24/22
19815	AMAZON CAPITAL SERVICES	06/21/22	CMS Sports Supplies 1FL9TVCL77TQ	259-5-30-17-610.000 General Supplies	222.75	40424	06/24/22
19815	AMAZON CAPITAL SERVICES	06/15/22	Camp Discovery Supplies 1JPP6ND794P1	259-5-30-17-610.000 General Supplies	177.02	40424	06/24/22
19815	AMAZON CAPITAL SERVICES	06/14/22	Discovery Supplies 1K9WLNMW4JKQ	259-5-30-17-610.000 General Supplies	42.14	40424	06/24/22
19815	AMAZON CAPITAL SERVICES	06/20/22	CMS Art Supplies 1KLRR6KD3JFH	259-5-30-17-610.000 General Supplies	173.74	40424	06/24/22
19815	AMAZON CAPITAL SERVICES	06/21/22	CMS Art Supplies 1N4W9YCK4W4R	259-5-30-17-610.000 General Supplies	119.12	40424	06/24/22
19815	AMAZON CAPITAL SERVICES	06/17/22	Camp STAR Supplies 1PGPCQP17XNT	259-5-30-17-610.000 General Supplies	502.96	40424	06/24/22
19815	AMAZON CAPITAL SERVICES	06/15/22	Discovery Supplies 1WP9JXM9CXG6	259-5-30-17-610.000 General Supplies	10.19	40424	06/24/22
19815	AMAZON CAPITAL SERVICES	06/19/22	CMS Enrichment Supplies 1WRV9JKRMNK9	259-5-30-17-610.000 General Supplies	41.48	40424	06/24/22
19815	AMAZON CAPITAL SERVICES	06/19/22	Reach Fleming Supplies 1WXQVP49LTW4	259-5-30-17-610.000 General Supplies	88.55	40424	06/24/22
42665	AMAZON/SYNCB	06/10/22	EJRP Amazon May/June 0432266 0622	259-5-30-16-610.000 General Supplies	428.03	40426	06/24/22
42665	AMAZON/SYNCB	06/10/22	EJRP Amazon May/June 0432266 0622	259-5-30-14-610.000 General Supplies	700.55	40426	06/24/22
44455	AUDUBON VERMONT	06/15/22	Vac Camp Field Trip 4/21 06152022	259-5-30-15-580.000 Travel	210.00	40428	06/24/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07465	06/13/22	BIBENS ACE HARDWARE INC Pool Maint Parts 44783	259-5-30-11-431.000 R&M Buildings & Grounds	49.42	40433	06/24/22
25275	06/02/22	BMI EJRP Music Fees 10676719	259-5-30-14-330.000 Professional Services	391.00	40435	06/24/22
25370	07/04/22	BOUNCE AROUND VT July 4th Entertainment FY 070422D	259-1-00-00-120.000 Prepaid Expenses	4025.00	40438	06/24/22
17320	06/15/22	CAIRO SHRINER Memorial Day Parade 061522D	259-5-30-14-850.150 Memorial Day Parade	300.00	40443	06/24/22
17285	05/25/22	CATAMOUNT PIPE BAND Memorial Day Parade 052822D	259-5-30-14-850.150 Memorial Day Parade	1500.00	40445	06/24/22
23455	06/16/22	CHITTENDEN SOLID WASTE DI Fridge Trash 3394192	259-5-30-17-610.000 General Supplies	35.00	40453	06/24/22
42360	06/20/22	ECHO AT THE LEAHY CENTER Reach Field Trip 6/20 POS67215	259-5-30-17-580.000 Travel	392.00	40469	06/24/22
25075	06/15/22	ESSEX HIGH SCHOOL STUDENT Memorial Day Parade-EHS B 061522D	259-5-30-14-850.150 Memorial Day Parade	350.00	40471	06/24/22
44980	06/05/22	FACE MANIA July 4th Celebration - Pr 2022748	259-1-00-00-120.000 Prepaid Expenses	1350.00	40473	06/24/22
04640	05/31/22	FASTENAL INDUSTRIAL & CON PS First Aid Kit VTBUR309454	259-5-30-16-610.000 General Supplies	27.92	40474	06/24/22
17375	06/15/22	HANNAFORD'S VOLUNTEERS FI Memorial Day Parade 061522D	259-5-30-14-850.150 Memorial Day Parade	500.00	40489	06/24/22
29800	06/10/22	HOVEY DYLAN Rec Basketball Referee 061022D	259-5-30-14-330.000 Professional Services	70.00	40492	06/24/22
V10026	07/04/22	KELLY MARCY M July 4th Balloon Art I220613103	259-1-00-00-120.000 Prepaid Expenses	350.00	40498	06/24/22
25625	06/02/22	LOWE'S - 1080 EJRP Lowes May 4191080 0622	259-5-30-11-431.000 R&M Buildings & Grounds	201.82	40503	06/24/22
25625	06/02/22	LOWE'S - 1080 EJRP Lowes May 4191080 0622	259-5-30-15-610.000 General Supplies	26.11	40503	06/24/22
27840	06/21/22	MADISON NATIONAL LIFE INS Vill Jul 22 life 1504430V	259-5-30-15-210.000 Group Insurance	36.60	40505	06/24/22
27840	06/21/22	MADISON NATIONAL LIFE INS Vill Jul 22 life 1504430V	259-1-00-00-120.001 Prepaid Insurance	470.36	40505	06/24/22
17300	06/15/22	MOUNT SINAI #3 MOTOR CORP Memorial Day Parade 061522D	259-5-30-14-850.150 Memorial Day Parade	400.00	40515	06/24/22
17280	06/15/22	MT SINAI #3 Memorial Day Parade 061522D	259-5-30-14-850.150 Memorial Day Parade	300.00	40516	06/24/22
05485	06/09/22	NATIONAL BUSINESS LEASING copier leases 6/15-7/14/2 76565053	259-5-30-10-442.000 Rental Vehicles/Equip	177.89	40517	06/24/22
06675	06/21/22	NATIONAL BUSINESS TECHNOL Copier usages 5/18-6/17/2 IN490777	259-5-30-10-442.000 Rental Vehicles/Equip	142.72	40518	06/24/22
24960	06/15/22	NORTHEAST DELTA DENTAL Vill Jul 22 dental 9256197722V	259-1-00-00-120.001 Prepaid Insurance	687.22	40523	06/24/22
29425	06/16/22	PERFORMANCE FOOD SERVICE Reach Fleming Snack 678706	259-5-30-17-610.000 General Supplies	215.65	40531	06/24/22
29425	06/16/22	PERFORMANCE FOOD SERVICE Reach EES Snack 678707	259-5-30-17-610.000 General Supplies	215.65	40531	06/24/22
29425	06/20/22	PERFORMANCE FOOD SERVICE CMS Snack 681396	259-5-30-17-610.000 General Supplies	217.77	40531	06/24/22

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
29425	06/20/22	PERFORMANCE FOOD SERVICE Discovery Snack 682161	259-5-30-17-610.000 General Supplies	195.25	40531	06/24/22
20620	06/19/22	RASCO LAURA PS Playgroup June 061922D	259-5-30-16-330.000 Professional Services	135.00	40538	06/24/22
43275	06/07/22	RYCANDON MECHANICAL, INC. MSP HVAC Maintenance 14218	259-5-30-12-330.000 Professional Services	880.00	40541	06/24/22
25185	06/23/22	SANTOR KIRSTEN Pool Staff Training 062322D	259-5-30-17-330.000 Professional Services	528.00	40545	06/24/22
25185	06/23/22	SANTOR KIRSTEN Pool Staff Training 062322D	259-5-30-11-330.000 Professional Services	2434.50	40545	06/24/22
10435	06/02/22	SCREENMYLOGO.COM Staff Summer Shirts 19346	259-5-30-14-610.000 General Supplies	3062.50	40548	06/24/22
10435	06/06/22	SCREENMYLOGO.COM Camp STAR Shirts 19350	259-5-30-17-610.000 General Supplies	1490.00	40548	06/24/22
10435	06/06/22	SCREENMYLOGO.COM CMS Shirts 19351	259-5-30-17-610.000 General Supplies	3083.75	40548	06/24/22
10435	06/06/22	SCREENMYLOGO.COM Camp Discovery Shirts 19352	259-5-30-17-610.000 General Supplies	2030.00	40548	06/24/22
10435	06/06/22	SCREENMYLOGO.COM Camp REACH Shirts 19353	259-5-30-17-610.000 General Supplies	3158.75	40548	06/24/22
25315	06/08/22	VESPA'S PIZZA PASTA & DEL RK Pizza 060822DA	259-5-30-15-610.000 General Supplies	75.00	40559	06/24/22
25315	06/15/22	VESPA'S PIZZA PASTA & DEL EES RK Pizza 061522D	259-5-30-15-610.000 General Supplies	84.00	40559	06/24/22
25315	06/17/22	VESPA'S PIZZA PASTA & DEL Staff Training Pizza 061722D	259-5-30-17-610.000 General Supplies	200.00	40559	06/24/22
21230	06/19/22	VISION SERVICE PLAN (CT) Vill Jul 22 vision 815427823	259-1-00-00-120.001 Prepaid Insurance	156.21	40561	06/24/22
25945	06/14/22	VT AFTERSCHOOL RK Staff Training 6/8 6052	259-5-30-15-500.000 Training, Conf, Dues	148.09	40563	06/24/22
17325	05/27/22	VT CIVIL WAR HEMLOCKS Memorial Day Parade 052722D	259-5-30-14-850.150 Memorial Day Parade	650.00	40564	06/24/22

06/24/22

Town of Essex / Village of EJ Accounts Payable

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03:41 pm

Check Warrant Report # 17308 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 06/24/22 To 06/24/22 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
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		Report Total		393745.06		
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Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
25055	AQUARIUS LANDSCAPE SPRINK	06/16/22	Spring Opening 5570316	210-5-41-20-431.000 R&M Buildings & Grounds	152.00	40575	06/30/22
25055	AQUARIUS LANDSCAPE SPRINK	06/16/22	Sprinkler Repair 5570317	210-5-41-20-431.000 R&M Buildings & Grounds	297.00	40575	06/30/22
23190	BAILEY SPRING & CHASSIS	06/24/22	FRONT BRAKE SPRING KIT W18780	210-5-40-12-430.000 R&M Vehicles & Equipment	731.59	40577	06/30/22
16030	BROWN ELECTRIC	06/16/22	(2) lights for new LED la 36861	210-5-40-12-610.200 Streetlight Supplies	1435.13	40579	06/30/22
22670	CAPITAL ONE CREDIT CARD -	06/14/22	EJRP CC May/June 6508 0622	210-5-30-10-505.000 Tech. Subs, Licenses	137.81	40580	06/30/22
22670	CAPITAL ONE CREDIT CARD -	06/14/22	EJRP CC May/June 6508 0622	210-5-30-10-505.000 Tech. Subs, Licenses	49.00	40580	06/30/22
22670	CAPITAL ONE CREDIT CARD -	06/14/22	EJRP CC May/June 6508 0622	210-5-17-10-850.000 Community Events and Cele	121.91	40580	06/30/22
22670	CAPITAL ONE CREDIT CARD -	06/14/22	EJRP CC May/June 6508 0622	210-5-30-10-505.000 Tech. Subs, Licenses	15.89	40580	06/30/22
22670	CAPITAL ONE CREDIT CARD -	06/14/22	EJRP CC May/June 6508 0622	210-5-30-10-505.000 Tech. Subs, Licenses	265.34	40580	06/30/22
22670	CAPITAL ONE CREDIT CARD -	06/14/22	EJRP CC May/June 6508 0622	210-5-30-10-505.000 Tech. Subs, Licenses	170.00	40580	06/30/22
22670	CAPITAL ONE CREDIT CARD -	06/14/22	EJRP CC May/June 6508 0622	210-5-30-10-610.000 General Supplies	62.46	40580	06/30/22
04940	COMCAST	06/19/22	LINCOLN ST Internet 6/26 01363430 622	210-4-41-20-090.000 Transfer Town/Village	-163.39	40590	06/30/22
04940	COMCAST	06/19/22	LINCOLN ST Internet 6/26 01363430 622	210-5-41-20-530.000 Communications	163.39	40590	06/30/22
17025	COONRADT AMY	06/25/22	6/16/22 Recording Secreta 0095	210-5-10-10-530.000 Communications	213.20	40594	06/30/22
38280	CRYSTAL ROCK BOTTLED WATE	06/21/22	Bottled Water 062122 2 Lin	210-5-41-20-610.000 General Supplies	12.46	40595	06/30/22
25715	DONALD L. HAMLIN CONSULT	06/22/22	paving assistance 22801 0622	210-5-40-12-330.000 Professional Services	462.42	40597	06/30/22
25715	DONALD L. HAMLIN CONSULT	06/22/22	services 5/1 to 5/31/22 22810 0622	210-5-40-12-330.000 Professional Services	835.69	40597	06/30/22
V10347	J.C. EHRLICH	06/15/22	Pest Control 2 Lincoln 24309865	210-5-41-20-431.000 R&M Buildings & Grounds	117.72	40614	06/30/22
21865	LAFAYETTE HIGHWAY SPECIAL	06/22/22	2" SQUARE TUBE SIGN POST, 33224	210-5-40-12-572.000 Traffic Control	109.90	40617	06/30/22
17620	MOREAU THEATRICAL LLC	06/22/22	July 1 City Celebration 631	210-1-00-00-120.000 Prepaid Expenses	375.00	40624	06/30/22
27395	MVP HEALTH CARE INC 43118	06/11/22	July health ins 16830824	210-5-30-10-210.000 Group Insurance	1900.70	40625	06/30/22
27395	MVP HEALTH CARE INC 43118	06/11/22	July health ins 16830824	210-1-00-00-120.001 Prepaid Insurance	30720.30	40625	06/30/22
25070	NYE ALAN	06/23/22	9 Meetings Jan 1 - May 31 CSWD	210-5-10-10-190.000 Board member Payments	225.00	40628	06/30/22
18010	REYNOLDS & SON, INC.	10/29/21	Thermal imaging 3409084	210-5-25-10-750.000 Machinery & Equipment	25893.00	40635	06/30/22
43275	RYCANDON MECHANICAL, INC.	06/20/22	Park St HVAC Project 14246	210-5-41-23-431.000 R&M Buildings & Grounds	17000.00	40636	06/30/22

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
37965	06/16/22	S D IRELAND CONCRETE Main Street sidewalk	210-5-40-12-451.000	511.00	40638	06/30/22
		511.00 Summer Construction Servi				
09105	06/16/22	SECURE SHRED Village office clean up d	210-5-10-10-330.000	275.00	40641	06/30/22
		396376 Professional Services				
36130	06/18/22	VERIZON WIRELESS Shared 5/19 to 6/18/22	210-5-16-10-530.000	40.01	40650	06/30/22
		9909084098 Communications				
36130	06/18/22	VERIZON WIRELESS Shared 5/19 to 6/18/22	210-5-25-10-530.000	160.04	40650	06/30/22
		9909084098 Communications				
36130	06/19/22	VERIZON WIRELESS cell phones 5/20 to 6/19/	210-5-40-12-530.000	192.64	40651	06/30/22
		9909170868 Communications				
08000	06/07/22	VT BLACKTOP CORP S/O VT 65 GYR S T-IV RAP	210-5-40-12-605.000	154.00	40655	06/30/22
		50001023 Summer Construction Suppl				
29825	06/21/22	VT GAS SYSTEMS 5/18 to 6/17/22	210-5-41-21-621.000	90.20	40660	06/30/22
		22351 Natrual Gas/Heating				
29825	06/21/22	VT GAS SYSTEMS 5/18 to 6/17/22	210-5-41-20-621.000	81.24	40660	06/30/22
		22351 Natrual Gas/Heating				
29825	06/21/22	VT GAS SYSTEMS 5/18 to 6/17/22	210-5-41-23-621.000	218.59	40660	06/30/22
		22351 Natrual Gas/Heating				
29825	06/21/22	VT GAS SYSTEMS 5/18 to 6/17/22	210-5-40-12-621.000	78.83	40660	06/30/22
		22351 Natural Gas/Heating				
29825	06/21/22	VT GAS SYSTEMS 5/18 to 6/17/22	210-5-41-22-621.000	51.56	40660	06/30/22
		22351 Natrual Gas/Heating				
25715	06/22/22	DONALD L. HAMLIN CONSULT Densmore Dr. Culvert 5/1	230-5-40-13-722.801	5653.74	40597	06/30/22
		21804 0622 Densmore Dr non-FEMA				
V9632	06/23/22	HOYLE, TANNER & ASSOC, IN Densmore Drive Culvert #2	230-5-40-13-722.801	1979.00	40613	06/30/22
		0067155 Densmore Dr non-FEMA				
V9632	06/23/22	HOYLE, TANNER & ASSOC, IN Brickyard Road over India	230-5-40-13-895.830	1852.00	40613	06/30/22
		0067157 BC2058 Brickyard Culvert				
37965	06/30/22	S D IRELAND CONCRETE Densmore Dr culvert-NON F	230-2-00-00-200.003	-8672.60	40638	06/30/22
		2082201 Retainage Payable				
37965	06/30/22	S D IRELAND CONCRETE Densmore Dr culvert-NON F	230-5-40-13-722.801	86726.00	40638	06/30/22
		2082201 Densmore Dr non-FEMA				
23435	06/17/22	CHAMPLAIN WATER DISTRICT consumer confidence repor	254-5-54-20-550.000	1309.92	40583	06/30/22
		EJ.CCR2021 Printing and Binding				
25715	06/22/22	DONALD L. HAMLIN CONSULT Main St. waterline	254-5-54-70-723.004	2616.75	40597	06/30/22
		21806 622 Main St Water Line				
27395	06/11/22	MVP HEALTH CARE INC 43118 July health ins	254-1-00-00-120.001	4696.96	40625	06/30/22
		16830824 Prepaid Insurance				
40640	06/22/22	POLLARD WATER 1 QT RFLCT SILV COAT ALER	254-5-54-20-610.000	230.67	40633	06/30/22
		0216896 General Supplies				
38760	06/24/22	TI-SALES INC Battery Pack For Neptune	254-5-54-70-750.001	80.35	40647	06/30/22
		0145133 Meter Replacement Program				
36130	06/19/22	VERIZON WIRELESS cell phones 5/20 to 6/19/	254-5-54-20-530.000	176.94	40651	06/30/22
		9909170868 Communications				
29825	06/21/22	VT GAS SYSTEMS 5/18 to 6/17/22	254-5-54-20-621.000	46.04	40660	06/30/22
		22351 Natural Gas/Heating				
23455	06/23/22	CHITTENDEN SOLID WASTE DI grasslands-May 2022	255-5-55-30-570.000	8065.58	40586	06/30/22
		20225ESS Other Purchased Services				
06870	06/24/22	ENDYNE INC SHT NY Bi-Monthly	255-5-55-30-340.000	316.00	40598	06/30/22
		412884 Technical Services				

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
06870	06/24/22	Essex Jct. WWTF	TKN 6_16_412955	255-5-55-30-340.000 Technical Services	35.00	40598	06/30/22
07010	06/21/22	GREEN MOUNTAIN POWER CORP	39 Cascade 5/18 to 6/20/20622	255-5-55-30-622.000 Electricity	15398.26	40610	06/30/22
V9769	06/23/22	KEMIRA WATER SOLUTIONS	Ferrous chloride 9017757110	255-5-55-30-619.000 Chemicals	7856.30	40616	06/30/22
27395	06/11/22	MVP HEALTH CARE INC 43118	July health ins 16830824	255-1-00-00-120.001 Prepaid Insurance	6588.29	40625	06/30/22
36130	06/18/22	VERIZON WIRELESS	Shared 5/19 to 6/18/22 9909084098	255-5-55-30-530.000 Communications	55.01	40650	06/30/22
29825	06/21/22	VT GAS SYSTEMS	5/18 to 6/17/22 22351	255-5-55-30-621.000 Natural Gas/Heating	1277.69	40660	06/30/22
33850	06/01/22	CENTRAL VERMONT PROPRTIE	889760 annual rent 9500238231	256-5-56-40-441.000 Rental Land/Buildings	50.00	40581	06/30/22
27395	06/11/22	MVP HEALTH CARE INC 43118	July health ins 16830824	256-5-56-40-210.000 Group Insurance	1900.70	40625	06/30/22
27395	06/11/22	MVP HEALTH CARE INC 43118	July health ins 16830824	256-1-00-00-120.001 Prepaid Insurance	5257.09	40625	06/30/22
38760	06/24/22	TI-SALES INC	Battery Pack For Neptune 0145133	256-5-56-70-750.001 Meter Replacement Program	160.71	40647	06/30/22
29825	06/21/22	VT GAS SYSTEMS	5/18 to 6/17/22 22351	256-5-56-40-434.001 Susie Wilson PS Costs	40.11	40660	06/30/22
29825	06/21/22	VT GAS SYSTEMS	5/18 to 6/17/22 22351	256-5-56-40-434.002 West Street PS Costs	41.89	40660	06/30/22
29825	06/21/22	VT GAS SYSTEMS	5/18 to 6/17/22 22351	256-5-56-40-621.000 Natural Gas/Heating	44.56	40660	06/30/22
V10434	06/23/22	WESTON & SAMPSON ENG, INC	VT-WWTF CAPACITY VALUATIO 6220182	256-5-56-40-330.000 Professional Services	300.00	40665	06/30/22
22670	06/14/22	CAPITAL ONE CREDIT CARD -	EJRP CC May/June 6508 0622	259-5-30-14-850.150 Memorial Day Parade	837.79	40580	06/30/22
22670	06/14/22	CAPITAL ONE CREDIT CARD -	EJRP CC May/June 6508 0622	259-5-30-14-850.150 Memorial Day Parade	434.00	40580	06/30/22
22670	06/14/22	CAPITAL ONE CREDIT CARD -	EJRP CC May/June 6508 0622	259-5-30-14-850.150 Memorial Day Parade	68.76	40580	06/30/22
22670	06/14/22	CAPITAL ONE CREDIT CARD -	EJRP CC May/June 6508 0622	259-5-30-15-610.000 General Supplies	74.30	40580	06/30/22
22670	06/14/22	CAPITAL ONE CREDIT CARD -	EJRP CC May/June 6508 0622	259-5-30-14-330.000 Professional Services	140.00	40580	06/30/22
22670	06/14/22	CAPITAL ONE CREDIT CARD -	EJRP CC May/June 6508 0622	259-5-30-15-610.000 General Supplies	26.00	40580	06/30/22
22670	06/14/22	CAPITAL ONE CREDIT CARD -	EJRP CC May/June 6508 0622	259-5-30-16-610.000 General Supplies	63.30	40580	06/30/22
22670	06/14/22	CAPITAL ONE CREDIT CARD -	EJRP CC May/June 6508 0622	259-5-30-15-610.000 General Supplies	44.56	40580	06/30/22
27810	06/20/22	DOCNETWORK INC	Camp Doc Fees 52022256	259-5-30-15-330.000 Professional Services	1000.00	40596	06/30/22
31270	06/02/22	GAGNON MARK	Camp Magic Show 7/1114 PR 060222D	259-1-00-00-120.000 Prepaid Expenses	800.00	40607	06/30/22
27275	04/24/22	GRAVES STEPHEN	RK Inclusion Training 0001A	259-5-30-15-500.000 Training, Conf, Dues	300.00	40608	06/30/22

06/30/22

Town of Essex / Village of EJ Accounts Payable

10:57 am

Check Warrant Report # 17309 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 06/30/22 To 06/30/22 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
17620	06/15/22	Memorial Day Parade 061522D	259-5-30-14-850.150 Memorial Day Parade	300.00	40624	06/30/22
27395	06/11/22	July health ins 16830824	259-1-00-00-120.001 Prepaid Insurance	9746.82	40625	06/30/22
Report Total				----- 241075.12 =====		

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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
05290	06/15/22	ADVANCE AUTO PARTS receiver adapter, receive	210-5-40-12-430.000	38.93	40669	07/08/22
		552216632008	R&M Vehicles & Equipment			
05290	06/15/22	ADVANCE AUTO PARTS return reciever for credi	210-5-40-12-430.000	-31.34	40669	07/08/22
		552216632011	R&M Vehicles & Equipment			
05290	06/29/22	ADVANCE AUTO PARTS Mower Parts	210-5-30-12-431.000	57.92	40669	07/08/22
		552218050353	R&M Buildings & Grounds			
V9976	06/30/22	AVONDA AIR SYSTEMS, INC Repair to HVAC AC	210-5-41-21-431.000	362.91	40673	07/08/22
		14298	R&M Buildings & Grounds			
23190	06/24/22	BAILEY SPRING & CHASSIS FRONT BRAKE SPRING KIT Tr	210-5-40-12-430.000	731.59	40674	07/08/22
		W18780A	R&M Vehicles & Equipment			
09345	05/15/22	BASIC Monthly Fee for COBRA Adm	210-5-10-10-210.000	42.50	40676	07/08/22
		1N2389133	Group Insurance			
09345	06/08/22	BASIC Monthly Fee for COBRA Adm	210-5-10-10-210.000	42.50	40676	07/08/22
		1N2411170	Group Insurance			
00530	06/21/22	BRODART CO J Collection, Supplies	210-5-35-10-640.202	73.55	40678	07/08/22
		B6448940	Juvenile Collection			
00530	06/21/22	BRODART CO J Collection, Supplies	210-5-35-10-610.000	5.60	40678	07/08/22
		B6448940	General Supplies			
00530	06/21/22	BRODART CO J Collection, Supplies	210-5-35-10-640.202	323.08	40678	07/08/22
		B6448942	Juvenile Collection			
00530	06/21/22	BRODART CO J Collection, Supplies	210-5-35-10-610.000	25.60	40678	07/08/22
		B6448942	General Supplies			
00530	06/21/22	BRODART CO J Collection, Supplies	210-5-35-10-640.202	170.19	40678	07/08/22
		B6448944	Juvenile Collection			
00530	06/21/22	BRODART CO J Collection, Supplies	210-5-35-10-610.000	8.00	40678	07/08/22
		B6448944	General Supplies			
00530	06/21/22	BRODART CO J Collection, Supplies	210-5-35-10-640.202	5.99	40678	07/08/22
		B6448945	Juvenile Collection			
00530	06/21/22	BRODART CO J Collection, Supplies	210-5-35-10-610.000	0.80	40678	07/08/22
		B6448945	General Supplies			
00530	06/21/22	BRODART CO J Collection, Supplies	210-5-35-10-640.202	61.91	40678	07/08/22
		B6448951	Juvenile Collection			
00530	06/21/22	BRODART CO J Collection, Supplies	210-5-35-10-610.000	4.00	40678	07/08/22
		B6448951	General Supplies			
00530	06/21/22	BRODART CO J Collection, Supplies	210-5-35-10-640.202	52.73	40678	07/08/22
		B6448961	Juvenile Collection			
00530	06/21/22	BRODART CO J Collection, Supplies	210-5-35-10-610.000	2.40	40678	07/08/22
		B6448961	General Supplies			
00530	06/27/22	BRODART CO J Collection, Supplies -	210-5-35-10-640.202	14.24	40678	07/08/22
		B6452811	Juvenile Collection			
00530	06/27/22	BRODART CO J Collection, Supplies -	210-5-35-10-610.000	0.80	40678	07/08/22
		B6452811	General Supplies			
00530	06/28/22	BRODART CO J Collection, Supplies -	210-5-35-10-640.202	49.79	40678	07/08/22
		B6453655	Juvenile Collection			
00530	06/28/22	BRODART CO J Collection, Supplies -	210-5-35-10-610.000	5.60	40678	07/08/22
		B6453655	General Supplies			
00530	06/28/22	BRODART CO J Collection, Supplies -	210-5-35-10-640.202	17.79	40678	07/08/22
		B6453656	Juvenile Collection			
00530	06/28/22	BRODART CO J Collection, Supplies -	210-5-35-10-610.000	0.80	40678	07/08/22
		B6453656	General Supplies			

01:30 pm

Check Warrant Report # 17310 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 07/08/22 To 07/08/22 &amp; Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	06/28/22	J Collection, Supplies - B6453657	210-5-35-10-640.202 Juvenile Collection	5.39	40678	07/08/22
00530	06/28/22	J Collection, Supplies - B6453657	210-5-35-10-610.000 General Supplies	0.80	40678	07/08/22
00530	06/28/22	J Collection, Supplies - B6453658	210-5-35-10-640.202 Juvenile Collection	3.59	40678	07/08/22
00530	06/28/22	J Collection, Supplies - B6453658	210-5-35-10-610.000 General Supplies	0.80	40678	07/08/22
00530	06/29/22	Adult Collection B6454637	210-5-35-10-640.201 Adult Collection	16.80	40678	07/08/22
00530	07/05/22	Donations: FASTips, Suppl B6457410	210-5-90-00-991.000 Library Donation Expense	85.99	40678	07/08/22
00530	07/05/22	Donations: FASTips, Suppl B6457410	210-5-35-10-610.000 General Supplies	4.80	40678	07/08/22
00530	07/02/22	A J Collections - Comics C6141	210-5-35-10-640.201 Adult Collection	562.50	40678	07/08/22
00530	07/02/22	A J Collections - Comics C6141	210-5-35-10-640.202 Juvenile Collection	562.50	40678	07/08/22
07710	06/24/22	String Trimmer Supplies 62237	210-5-30-12-431.000 R&M Buildings & Grounds	100.73	40683	07/08/22
26395	04/30/22	CCRPC Code Updates April 2022482	210-5-16-10-330.000 Professional Services	775.00	40684	07/08/22
17025	06/27/22	6/22/22 Recording Secreta 0096	210-5-10-10-530.000 Communications	170.56	40690	07/08/22
19065	06/23/22	MSP Flag Pole Light 1812	210-5-30-12-431.000 R&M Buildings & Grounds	175.00	40691	07/08/22
24305	06/30/22	Supplies -- arrived July 7148434	210-5-35-10-610.000 General Supplies	155.10	40693	07/08/22
25715	06/22/22	Crescent Connector Phase 18814 202206	210-5-40-12-330.000 Professional Services	2377.76	40694	07/08/22
25715	05/20/22	credit per Renee 21802 credit	210-5-40-12-330.000 Professional Services	-228.00	40694	07/08/22
25715	04/20/22	credit per Renee 22805 credit	210-1-00-00-130.002 Exchange - Billable	-247.50	40694	07/08/22
V10576	07/01/22	June web hosting Village 3126	210-5-10-10-530.000 Communications	129.00	40695	07/08/22
12685	06/27/22	Subscription 16178	210-5-10-10-530.000 Communications	2640.00	40708	07/08/22
34895	07/01/22	MSP Trash Removal June 1648054	210-5-41-26-400.000 Contracted Services	392.33	40711	07/08/22
04035	06/23/22	Nifty Nabber 100789	210-5-30-12-610.000 General Supplies	166.74	40712	07/08/22
07160	07/01/22	Tech: VOKAL - July '22 to V223307	210-5-35-10-505.000 Tech. Subs, Licenses	2740.98	40716	07/08/22
33495	06/24/22	Adult Collection 70183035	210-5-35-10-640.201 Adult Collection	22.56	40722	07/08/22
33495	06/24/22	Adult Collection 70183037	210-5-35-10-640.201 Adult Collection	12.19	40723	07/08/22
14175	07/01/22	J Collection 618753	210-5-35-10-640.202 Juvenile Collection	2531.64	40727	07/08/22

01:30 pm

Check Warrant Report # 17310 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 07/08/22 To 07/08/22 &amp; Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
29500	06/27/22	LAMELL LUMBER CORP. bags of shavings 116515	210-5-40-12-431.000 R&M Buildings & Grounds	45.00	40728	07/08/22
V10130	06/08/22	LOWE'S BUSINESS ACCOUNT miscellaneous items 02363	210-5-40-12-610.000 General Supplies	44.94	40730	07/08/22
V10130	06/13/22	LOWE'S BUSINESS ACCOUNT hoses 02930A	210-5-40-12-610.000 General Supplies	122.50	40730	07/08/22
V10154	06/21/22	MAX-R bike path dispenser poop 11120	210-5-40-12-575.000 Storm Sewer Maintenance	594.00	40734	07/08/22
V9970	06/24/22	MIDWEST TAPE Adult Collection 502299399	210-5-35-10-640.201 Adult Collection	131.98	40735	07/08/22
V10729	06/30/22	OVERDRIVE INC Adult Collection : Crafts 22210073	210-5-35-10-640.201 Adult Collection	17.94	40744	07/08/22
V10729	07/06/22	OVERDRIVE INC J Collection 22269122	210-5-35-10-640.202 Juvenile Collection	592.92	40744	07/08/22
24410	06/30/22	PRIORITY EXPRESS INC PostageDel.: Courier - Ju 80272227	210-5-35-10-560.000 Postage	176.24	40747	07/08/22
22840	06/24/22	RIES DANIEL MSP Lock Repair I220624482	210-5-30-12-330.000 Professional Services	110.00	40750	07/08/22
22840	07/05/22	RIES DANIEL EJRP Lock Repair I220705485	210-5-30-12-330.000 Professional Services	60.00	40750	07/08/22
03180	07/01/22	SAFETY SYSTEMS OF VT LLC EJRP Annual Contract 21767	210-5-30-12-330.000 Professional Services	1150.00	40752	07/08/22
10435	06/23/22	SCREENMYLOGO.COM Maintenance Tees 19388	210-5-30-12-610.000 General Supplies	749.50	40754	07/08/22
29835	07/05/22	SHERWIN-WILLIAMS 81512 91975	210-5-40-12-610.000 General Supplies	45.38	40755	07/08/22
V2124	07/02/22	STAPLES ADVANTAGE Supplies - June 3511792584	210-5-35-10-610.000 General Supplies	52.48	40758	07/08/22
36130	06/18/22	VERIZON WIRELESS VSAT CELL PHONE SERVICE 9909080984	210-5-40-12-530.000 Communications	35.01	40765	07/08/22
11935	06/27/22	VIKING-CIVES USA Johnston Part 4516941	210-5-40-12-430.000 R&M Vehicles & Equipment	972.78	40766	07/08/22
11935	06/27/22	VIKING-CIVES USA maxxima light round 2" Ma 4516949	210-5-40-12-430.000 R&M Vehicles & Equipment	12.36	40766	07/08/22
11935	06/27/22	VIKING-CIVES USA WHELEN STROBE VERTEX SUPE 4516950	210-5-40-12-430.000 R&M Vehicles & Equipment	217.82	40766	07/08/22
22615	06/30/22	VILLAGE VOLTAGE LLC Electrical work 1171	210-5-41-21-431.000 R&M Buildings & Grounds	304.00	40767	07/08/22
V10238	06/27/22	VT AIR TESTING SVC Avett Bros Concert 553	210-1-00-00-130.000 Exchange - General	617.50	40772	07/08/22
V10238	06/27/22	VT AIR TESTING SVC Goose Concert 554	210-1-00-00-130.000 Exchange - General	697.50	40772	07/08/22
V10238	06/27/22	VT AIR TESTING SVC Bon Iver Concert 555	210-1-00-00-130.000 Exchange - General	617.50	40772	07/08/22
V10238	06/27/22	VT AIR TESTING SVC Guster Concert Invoice 556	210-1-00-00-130.000 Exchange - General	697.50	40772	07/08/22
V10238	06/27/22	VT AIR TESTING SVC Disco Biscuits Concert 557	210-1-00-00-130.000 Exchange - General	697.50	40772	07/08/22
29825	06/21/22	VT GAS SYSTEMS MSP Gas June 1578756 0622	210-5-41-26-621.000 Natrual Gas/Heating	39.22	40774	07/08/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
29825	06/21/22	MSP Gas June 810044 0622	210-5-41-26-621.000 Natrual Gas/Heating	73.31	40776	07/08/22
34580	07/07/22	FY23 membership Morris 23Memberships	210-5-13-10-500.000 Training, Conf, Dues	35.00	40777	07/08/22
07565	06/08/22	Office Supplies 230358552	210-5-10-10-610.000 General Supplies	12.78	40781	07/08/22
07565	06/22/22	Bathroom Supplies 230690163	210-5-30-12-610.000 General Supplies	475.88	40781	07/08/22
07565	06/30/22	Supplies, arrived June 30 230884925	210-5-35-10-610.000 General Supplies	91.98	40781	07/08/22
23000	06/22/22	SHUR PAC 00008474	210-5-40-12-605.000 Summer Construction Suppl	869.09	40782	07/08/22
23000	06/22/22	glass 00008475	210-5-40-12-451.000 Summer Construction Servi	98.28	40782	07/08/22
23000	05/25/22	FY 22 Paving contract 221201	210-5-40-12-605.000 Summer Construction Suppl	93148.00	40782	07/08/22
V1161	07/08/22	Payroll Transfer PR-07/08/22	210-2-00-00-210.004 Retirement Payable	2220.87	7080017	07/08/22
V1160	07/08/22	Payroll Transfer PR-07/08/22	210-2-00-00-210.004 Retirement Payable	1579.84	7080018	07/08/22
25715	06/22/22	Crescent Connector May 20 12833 202206	230-5-16-10-890.824 Cres. Connector	1575.00	40694	07/08/22
19065	06/23/22	Electrical Work A/C Park 1819	232-5-41-23-730.000 Buildings & Improvements	2960.00	40691	07/08/22
39425	06/10/22	Brownell Library Roof Rep 3888	232-5-41-21-730.000 Buildings & Improvements	997.50	40753	07/08/22
04035	07/01/22	New Mower 101203	233-5-00-00-740.005 Park Amenitites	12599.20	40714	07/08/22
36130	06/18/22	CELL PHONE SERVICE 9909080984	255-5-55-30-530.000 Communications	80.70	40765	07/08/22
36130	06/18/22	CELL PHONE SERVICE 9909080984	255-5-55-30-570.000 Other Purchased Services	40.01	40765	07/08/22
33850	07/04/22	4770932 annual rent 9500239250	256-5-56-40-441.000 Rental Land/Buildings	130.00	40685	07/08/22
37985	06/23/22	CELL PHONE SERVICE 8781498 622	259-5-30-14-330.000 Professional Services	43.23	40668	07/08/22
07305	06/23/22	Pool Supplies 9127207226	259-5-30-11-431.000 R&M Buildings & Grounds	212.54	40670	07/08/22
25325	07/01/22	Pool Chemicals 32613	259-5-30-11-431.000 R&M Buildings & Grounds	3463.36	40701	07/08/22
36130	06/18/22	CELL PHONE SERVICE 9909080984	259-5-30-16-610.000 General Supplies	40.35	40765	07/08/22
07565	06/21/22	Pool Frist Aid Supplies 230651529	259-5-30-11-610.000 General Supplies	155.96	40781	07/08/22

07/08/22

Town of Essex Accounts Payable

Page 5 of 5

01:30 pm

Check Warrant Report # 17310 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 07/08/22 To 07/08/22 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
--------	--------------	---------------------------------------	---------	-------------	--------------	------------

Report Total

-----  
144929.59  
=====

...

APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT  
FLAGS IN THE VILLAGE OF ESSEX JUNCTION

Please Print

Applicant's Name: Warren Ellison

Organization: Burlington Gem and Mineral Club Inc.

Tax Exempt #: \_\_\_\_\_ Non-Profit:  Yes  No  
Business ID# 0407598

Address: 325 Browns Trace Rd Jericho, VT 05465

Phone: 802 899 3441 Email: Warren.ellison@ccv.edu

Application for: Street Banner  Gas Lamp Banners \_\_\_\_\_ Event Flags \_\_\_\_\_

Message and dimensions: 20' x 3 1/2' Champlain Valley

Gem, Mineral and Fossil Show July 30-31 10AM - 5 PM Champlain Valley Exhibit

Locations you would like the event flags displayed: Across Rt 2A

I certify that the above-described banner(s) or event flags have been constructed in accordance with the specifications noted.

Signed:  Date: 7/7/22

Please return completed application to the Manager, Village of Essex Junction,  
2 Lincoln Street, Essex Junction, VT 05452.

OFFICE USE ONLY

Insurance Certificate received:  Yes  No  
Liability Waiver received:  Yes  No Waiver signed: Yes  No  
\$250 fee received:  Yes  No  
Application complete:  Yes  No

Trustees= approval (date): \_\_\_\_\_

### LIABILITY WAIVER

The Village of Essex Junction has agreed to hang a banner(s) or event flags for (print organization name) Burlington Gem and Mineral Club Inc., hereinafter known as "Owner."

To the extent permitted by law, the "Owner" agrees to indemnify and hold harmless the Village of Essex Junction and its subsidiaries, its agents, employees or any other persons against loss or expense including attorney's fees, by reason of the liability imposed by law upon the Village except in cases of the Village's sole negligence, for damage because of bodily injury including death at any time resulting therefrom, sustained by any person or persons, or on account of damaged property arising out of the hung banner or in consequence of the performance of hanging the banner, whether such injuries to persons or damage to property are due, or claim to be due, to any passive negligence of the Village employees or agents or any other person.

This indemnification and hold harmless agreement shall be insured by liability insurance naming the Village as an additional insured in the "Owner's" policy, and a certificate of insurance must be provided prior to hanging the banner(s) or event flags.

Event: Champlain Valley Gem, Mineral and Fossil Show

The banner(s)/event flags will be hung from July 18<sup>th</sup> to July 31<sup>st</sup>  
date date

#### OWNER'S ACKNOWLEDGMENT:

By:  Date: 7/7/22

#### VILLAGE OF ESSEX JUNCTION ACKNOWLEDGMENT:

By:  Date: 7/7/22

## Memo

**To:** Essex Junction City Council

**From:** Brad Luck, Interim Co-Manager

**Meeting Date:** July 13, 2022

**Agenda Item:** 6d. Liquor license application for Central Beverage

---

### Issue

The issue is whether or not to approve a liquor license for Central Beverage for Secret Agents LLC.

### Discussion

Central Beverage is being sold to Secret Agents LLC, owned by Nicholas Orr. A new liquor license needs to be obtained with the sale.

### Cost

N/A.

### Recommendation

It is recommended that the City Council, acting as the local Control Commission, approve the liquor license for Secret Agents LLC for Central Beverage, pending approval by the Police Chief.

### Recommended Motion

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

“I move that we approve the liquor license application for Secret Agents LLC for Central Beverage, 4 Central Street, Essex Junction, pending approval by the Police Chief.”

### Attachments

- Liquor license application for Secret Agents LLC

**FIRST/SECOND/THIRD CLASS LIQUOR LICENSE AND TOBACCO APPLICATION**

(License year is May 1<sup>ST</sup> through April 30<sup>TH</sup> of the following year)

SECRET AGENTS LLC

Print Name of Person, Partnership, Corp., Club or LLC

CENTRAL BEVERAGE

Doing Business as – Trade Name

4 CENTRAL STREET ESSEX JCT

Street

ESSEX JCT, VT, 05452

Town or City & Zip Code

Telephone Number

Mailing Address (if different from above)

Email address:

APPLICATION FEES:

FIRST CLASS LICENSE - \$115.00 to DLC **and** \$115.00 to Town/City

SECOND CLASS LICENSE- \$70.00 to DLC **and** \$70.00 to Town/City

SECOND CLASS RETAIL DELIVERY PERMIT - \$100.00 to DLC

THIRD CLASS LICENSE - \$1,095 for a full year to DLC  
\$550 for 6 or fewer months to DLC

TOBACCO LICENSE- (there is no application fee for tobacco if applying for second class)

TOBACCO ENDORSEMENT PERMIT - \$50.00 to DLC

*\*If applying for Tobacco only license, please use the Tobacco Only form.*

**Please check appropriate categories**

- |  |   |
|--|---|
| <input type="checkbox"/> FIRST CLASS             | <input type="checkbox"/> Retail Delivery Permit   |
| <input checked="" type="checkbox"/> SECOND CLASS | <input checked="" type="checkbox"/> Tobacco Endorsement   |
| <input type="checkbox"/> THIRD CLASS             | <input type="checkbox"/> Restaurant   |
| <input checked="" type="checkbox"/> TOBACCO      | <input type="checkbox"/> Hotel  |
|  | <input type="checkbox"/> Club   |
|  | <input type="checkbox"/> Commercial Kitchen (a Liquor Control Commercial Caterer's License is needed with this license) |

**TO THE CONTROL COMMISSIONERS OF THE TOWN/CITY OF ESSEX JUNCTION**

Application is hereby made for a license to sell malt and vinous beverages under and in accordance with Title 7, Vermont Statutes Annotated, as amended, and certify that all statements, information and answers to questions herein contained are true; and in consideration of such license being granted do promise and agree to comply with all local and state laws; and to comply with all regulations made and promulgated by the Board of Liquor and Lottery. Upon hearing, the Board of Liquor and Lottery may, in its discretion, suspend or revoke such license whenever it may determine that the law or any regulations of the Board of Liquor and Lottery have been violated, or that any statement, information or answers herein contained are false.

**MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING.**

If this premise was previously licensed, please indicate name CENTRAL BEVERAGE

I/we are applying as (please check one):

INDIVIDUAL

LIMITED LIABILITY COMPANY

PARTNERSHIP

CORPORATION

Please fill in name and address of individual, partners, directors or members.

LEGAL NAME

STREET/CITY/STATE

NICHOLAS ORR

ESSEX JUNCTION, VT

Are all of the above citizens or lawful permanent residents of the UNITED STATES?  Yes  No

If naturalized citizen or lawful permanent resident of the United States, please provide a copy of the naturalization or lawful permanent resident documentation.

**CORPORATE INFORMATION:**

If you have checked the box marked CORPORATION, please fill out this information for stockholders (attach sheet if necessary).

LEGAL NAME

STREET/CITY/STATE

Date of incorporation \_\_\_\_\_

Is corporate charter now valid? Yes  No

Corporate Federal Identification Number \_\_\_\_\_

Have you registered your corporation and/or trade name with the Town/City Clerk? Y  N  and/or Secretary of State? Y  N   
(as required by VSA Title 11 § 1621, 1623 & 1625).

**ALL APPLICANTS**

HAVE ANY OF THE APPLICANTS EVER BEEN CONVICTED OR PLED GUILTY TO ANY CRIMINAL OR MOTOR VEHICLE OFFENSE IN ANY COURT OF LAW (INCLUDING TRAFFIC TICKETS) AT ANY TIME?  4 YES  NO

If yes, please complete the following information: (attached sheet if necessary)

Name	Court/Traffic Bureau	Offense	Date
SHEET ATTACHED			

Do any of the applicants hold any elective or appointive state, county, city, village/town office in Vermont? (See VSA, T.7, Ch. 9, §223) If yes, please complete the following information:

Name	Office	Jurisdiction

Please give name, title and date attended of manager, director, partner or individual who has attended a Liquor Control Licensee Education Seminar, as required by Education Regulation No. 3:

Name: NICHOLAS ORR  
 Title: EXECUTIVE DIRECTOR  
 Date: 6/29/2022

If you have not attended an Education Seminar prior to making application, please visit [www.liquorcontrol.vermont.gov](http://www.liquorcontrol.vermont.gov) and click on Seminar Schedule for a list of Seminars in your area.

**FOR ALL APPLICANTS: DESCRIPTION /LOCATION OF PREMISES (Section 4)**

Description of the premises to be licensed: KNOWN AND DESIGNATED AS 4 CENTRAL STREET, ESSEX JUNCTION, VERMONT, THERE BEING 2108 SQUARE FEET ON THE FIRST FLOOR AND AN ADDITIONAL 288 SQUARE FEET COMPRISED OF A WALK-IN COOLER ON THE FIRST FLOOR, AND 1300 SQUARE FEET IN THE CELLAR OF SAID PREMISES WITH A BOTTLE ROOM AND DELI PREPARATION AREA, TOGETHER WITH THE RIGHT TO USE IN COMMON WITH OTHERS, THE EXISTING PARKING LOT.

Does applicant own the premises described? YES  NO  If not owned, does applicant lease the premises? YES  NO

If leased, name and address of lessor who holds title to property: KHK LLC - KEVIN ITTEL

Are you making this application for the benefit of any other party? YES  NO

**FIRST CLASS APPLICANTS ONLY:** No first-class license may be issued without the following information.

**HEALTH LICENSE #:** Food \_\_\_\_\_ Lodging (if licensed as a Hotel) \_\_\_\_\_  
**VERMONT TAX DEPARTMENT:** Meals & Rooms Certificate/Business Account# \_\_\_\_\_

**Business is devoted primarily to (please check one):**

- FOOD (restaurant)     HOTEL     CLUB     COMMERCIAL CATERING

If you are considering Outside Consumption service on decks, porches, cabanas, etc. you must complete an Outside Consumption Permit. This form can be found on our website at [www.liquorcontrol.vermont.gov](http://www.liquorcontrol.vermont.gov) and then click on licensing and then forms.

ALL APPLICANTS MUST COMPLETE AND SIGN BELOW

The applicant(s) understands and agrees that the Board of Liquor and Lottery may obtain criminal history record information from State and Federal repositories prior to acting on this application.

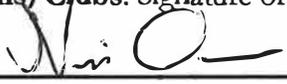
I/We hereby certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (VSA, Title 32, §3113).

In accordance with 21 VSA, §1378 (b) I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

**If applicant is applying as an individual:** I hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or am in full compliance with a plan to pay any and all child support payable under a support order. (VSA, Title 15, §795).

Dated at Town Clerk Essex Jct in the County of Chittenden and State of VT,  
this 5 day of July, 2022

**Corporations/Clubs:** Signature of Authorized Agent

  
\_\_\_\_\_

**Individuals/Partners:** (All partners must sign)

\_\_\_\_\_  
\_\_\_\_\_



**Personal Information Form  
To Accompany License Applications**

Complete for all Owners, Partners, or Corporate Officers

Legal Name: NICHOLAS ORR

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: 4 CENTRAL STREET ESSEX JCT VT 05452  
Street City/Town State Zip Code

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_

Drivers License #: \_\_\_\_\_ State: \_\_\_\_\_

Legal Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City/Town State Zip Code

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_

Drivers License #: \_\_\_\_\_ State: \_\_\_\_\_

*Use additional forms if necessary.*

Send completed form with application to:

Vermont Department of Liquor and Lottery  
Division of Liquor Control  
Attention: Licensing  
13 Green Mountain Drive  
Montpelier, VT 05602

Phone (802) 828-2345  
FAX (802) 828-1031  
Email [DLC.EnfLic@vermont.gov](mailto:DLC.EnfLic@vermont.gov)

**DEPARTMENTAL MEMORANDUM**



Date: July 12, 2022

---

**To:** Brad Luck  
Interim City Manager

**From:** Ron Hoague  
Chief of Police

**Subject:** Liquor License Applications

The police department conducted records review of the following second class liquor license applicants. There was nothing of concern found:

Secret Agents LLC

DBA: Central Beverage  
4 Central Street  
Essex Junction, VT 05452

**Memo**

**To:** Essex Junction City Council

**From:** Brad Luck, Interim Co-Manager

**Meeting Date:** July 13, 2022

**Agenda Item:** 6e. City Liquor Licenses

---

**Issue**

Liquor licenses for establishments in the City have already been approved for the period of May 1, 2022 through April 30, 2023. They were approved by the Town of Essex and State. As a formality, it is recommended that the City Council, acting as Control Commissioners, ratify these existing licenses.

**Discussion**

See above.

**Cost**

N/A.

**Recommendation**

It is recommended that the Council ratify the following liquor licenses:

**City of Essex Junction**  
**2022**

<b>LIQUOR LICENSEE</b>	<b>1st</b>	<b>2nd</b>	<b>Outdoor</b>	<b>3rd</b>
Brown Lab Pub/Mcgillicuddys	x		x	x
Dependes, LLC/Pearl Street Pub	x		x	x
Essex Junction Grand Buffet	x			
Fifth Burlington, LLC/ Five Corners Variety	x			
HPR LLC/Railroad and Main	x		x	x
Hornet's Nest Pub, LLC & Outdoor Consumpt	x		x	x
KPH Drugs/Kinney Drugs #21		x		
Kanz Corp/On Tap Bar & Grill	x		2	x
M & M Management LLC/Food Bar	x		x	x
Mark BBQ/Heart N Soul	x		x	
SE&NP/Park Place Tavern	x		x	x
Sana Enterprises/Café Mediterano	x		x	
Sausage Shack	x			
Seventh Burlington LLC/Fairgrounds Bev		x		

Sherman V. Allen, Inc./Mac's Market		x		
Simon's Five Corners, Inc.		x		
TOB, Inc./Murray's Tavern	x		x	x
Third Burlington Corp/Central Beverage		x		
Tran Jake/Firebird Café	x		x	
Tree Enterprises Inc./El Gato Catina	x			x
Valley Vape, LLC		x		
Vespa Foods, Inc./Pizza, Pasta & Deli	x			
Veterans of Foreign Wars	x		x	x
Walgreens #10323-75 Pearl		x		
Wesco/Champlain Farms/Pearl St.		x		

**Recommended Motion**

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

“I move that we ratify the City of Essex Junction liquor licenses as presented.”

**Attachments**

None.

## Memo

**To:** Essex Junction City Council

**From:** Brad Luck, Interim Co-Manager

**Meeting Date:** June 22, 2022

**Agenda Item:** Appointment of Deputy Health Officer

---

### Issue

On June 22, the Trustees approved Jerry Firkey as the health officer. We now have confirmed that the deputy health officer for the Town is willing and able to also be the deputy health officer for the City. The governing body makes a recommendation to the Commissioner of Health as to who the deputy health officer should be and the Commission gives the officer a certificate of appointment.

### Discussion

Sharon Kelley has been the deputy health officer for the Town (inclusive of the Village) and is interested and available to continue to serve the City in this capacity.

### Cost

The funding for the health officer and deputy health officer who will both serve the Town of Essex and City of Essex Junction are in the Town budget for FY23.

### Recommendation

It is recommended that the Trustees recommend that Sharon Kelley be appointed the deputy health officer for the City of Essex Junction.

### Recommended Motion

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

“I move that we recommend Sharon Kelley be appointed the local deputy health officer for the City of Essex Junction.”

### Attachments

None.

## Memo

**To:** Essex Junction City Council

**From:** Brad Luck, Interim Co-Manager

**Meeting Date:** July 13, 2022

**Agenda Item:** 6g. Appointment of Susan McNamara-Hill as City Clerk

---

### Issue

On April 27, the Trustees approved Susan McNamara-Hill as Village Clerk. Now that we are formally a City, she has requested a formal appointment as City Clerk.

### Discussion

See above.

### Cost

N/A.

### Recommendation

It is recommended the Council appoint Susan McNamara-Hill City Clerk.

### Recommended Motion

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

“I move that we appoint Susan McNamara-Hill as City Clerk for the City of Essex Junction.”

### Attachments

None.

## Memo

**To:** Essex Junction City Council

**From:** Brad Luck, Interim Co-Manager

**Meeting Date:** July 13, 2022

**Agenda Item:** 6h. Local Cannabis Commission

---

### Issue

In April the community voted to opt-in to cannabis retail sales. When this happens, a community may choose to form a Local Cannabis Control Commission. The question is whether or not the Council would like to form such a board.

### Discussion

According to the “Guidance for Municipalities” put out in June 2022 by the Cannabis Control Board,

Municipalities may create a local cannabis control commission, but they are not required to. Municipalities must give notice to the Cannabis Control Board if they have formed a local cannabis control commission.

The local commission may issue and administer local control licenses and may condition licenses on compliance with zoning bylaws under [24 V.S.A. § 4414](#) and ordinances regulating signs or public nuisances under [24 V.S.A. § 2291](#). The local commission may also deny, suspend, or revoke a local control license if it violates conditions placed on the license. Local commissions must inform the Board of such actions.

If a local control commission requires a license, a cannabis establishment must obtain one before being licensed by the Cannabis Control Board. A local control commission must promptly consider license applications and may not indefinitely delay consideration.

The conditions that local control commissions can place on a license are limited to compliance with zoning bylaws under [24 V.S.A. § 4414](#) and compliance with ordinances regulating signs or public nuisances under [24 V.S.A. § 2291](#). As explained further in subsection B of this section IV, placing additional conditions on a local license, or suspending or revoking licenses for any reason other than the allowable conditions, is a violation of state law.

The local commissioners may be members of the municipality’s legislative body. If a municipality has not formed a local control commission, no local licensing approval will be required before the Board approves a license to operate.

Even without a local cannabis control commission a municipality may still regulate cannabis establishments in accordance with their general authority to regulate businesses. For more information on a municipality’s regulatory power with respect to cannabis businesses please see subsection B of this section IV.

**Cost**

N/A.

**Recommendation**

It is recommended that the Council adopt the resolution to form a Local Cannabis Control Commission and that the Commission consist of the City Councilors, in order to provide greater local control of retail cannabis licenses.

**Recommended Motion**

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

“I move that we approve the resolution to form a Local Cannabis Control Commission and that the Commission consist of the City Councilors.”

**Attachments**

- Resolution to form a Local Cannabis Control Commission
- Cannabis Control Board Guidance for Local Cannabis Commissions
- Cannabis Control Board Guidance for Municipalities



## City of Essex Junction

### Resolution to Form a Local Cannabis Control Commission

Whereas, Title 7, Chapter 33 of Vermont State Statutes was Amended in 2020 to provide for the safe, equitable, and effective regulation of Adult-Use Cannabis; and

Whereas, 7 VSA § 863(b) provides that a municipality that hosts any cannabis establishment may choose to establish a cannabis control commission; and

Whereas, a Local Control Commission may issue and administer local control license for cannabis establishment within the municipality; and

Whereas, the commission may condition the issuance of a local control license upon compliance with any bylaw adopted pursuant to 24 VSA §4414 or ordinance regulating signs or public nuisances adopted pursuant to 24 VSA §2291; and

Whereas, the Local Control Commission may suspend or revoke a local control license for a violation of any condition placed upon the license pursuant to 7 VSA §863(b); and

Whereas, prior to issuing a cannabis establishment license the State Cannabis Control Board must ensure that an applicant has obtained a local control license if a municipality as established a Local Control Commission;

Now Therefore Be It Resolved, that the City Council of the City of Essex Junction has voted affirmatively to form a Local Cannabis Control Commission effective as of the date of this resolution, July 13, 2022.

Be it further resolved that, the Local Commission will be comprised of members of the City Council.

Be it further resolved, the Local Cannabis Control Commission of the City of Essex Junction will:

1. a) Review information provided by the State Cannabis Control Board;
2. b) Review information provided by applicants for the approval or denial of a local control license;
3. c) Will communicate approval, denial, or conditions placed on the local control license to licensees and to the State Cannabis Control Board; and
4. d) Comply with the provisions of 7 V.S.A. § 863 and Cannabis Control Board Rule 2.14.

Signatures:

\_\_\_\_\_  
Andrew Brown, President

\_\_\_\_\_  
Raj Chawla, Vice President

\_\_\_\_\_  
Amber Thibeault

\_\_\_\_\_  
Dan Kerin

\_\_\_\_\_  
George Tyler



**CANNABIS CONTROL BOARD**

**89 Main Street Montpelier, VT 05602 | [ccb.vermont.gov](http://ccb.vermont.gov)**

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# **GUIDANCE FOR LOCAL CANNABIS COMMISSIONS**

**APRIL 2022**

**JAMES PEPPER, CHAIR  
JULIE HULBURD, COMMISSIONER  
KYLE HARRIS, COMMISSIONER**

**BRYNN HARE, EXECUTIVE DIRECTOR**

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Sample Resolution for A Local Cannabis Control Commission .....	4

## Notifying the Board of an affirmative opt-in vote

When a municipality votes to opt-in to cannabis retail sales, the municipality should send a copy of the results to the Cannabis Control Board at [ccb.info@vermont.gov](mailto:ccb.info@vermont.gov). This can be accomplished by attaching a copy of the same document in which official results are recorded in the town and posted for residents to view. This may also be accomplished by sending a copy of the Official Return of Election Results (the same document provided to the Secretary of State's Office) as long as that document includes the results of the opt-in vote.

The Cannabis Control Board also requests that the email to the Board include the contact information of the person in the municipality who is the primary contact to receive information about local control as it relates to cannabis establishments.

If a municipality holds an election or convenes a meeting for an opt-in vote and the vote fails, no notice to the CCB is required.

## Forming a Local Commission

If a municipality forms a local commission, it should do so by resolution of the legislative body of the municipality; this is the Selectboard, City Council or similar body. The town may choose to have the local legislative body serve as the Local Control Commission or may decide to have a separate body of appointees. These details should be included in the resolution. A sample resolution is attached. The key elements of a resolution forming a local commission are: 1) stating that the purpose of the resolution is to form a local control commission and 2) how the commission will be formed.

If a municipality adopts a resolution to form a Local Control Commission, the town should send a copy of the resolution, signed by the legislative body, to the Cannabis Control Board at [ccb.info@vermont.gov](mailto:ccb.info@vermont.gov). It is important that this information is communicated to the Cannabis Control Board as soon as possible. The Cannabis Control Board licensing team will only seek local licensing information from towns that have formed a local commission. If a town does not form a local commission, the Cannabis Control Board will rely on an attestation of the applicant or licensee to confirm that they are in compliance with all local permitting, zoning and applicable ordinances.

The Cannabis Control Board requests that the email to the Board include the contact information of the person in the municipality who is the primary contact to receive information about local control as it relates to cannabis establishments. This would be the person to receive licensing information for review by the Local Control Commission.

As a reminder, a town is not required to form a local commission. A town may form a local commission even if it has no cannabis establishments currently in the town and the town has not opted-in to host a retail cannabis establishment.

## Local Licensing

When a completed application for any type of Cannabis Establishment License is received, the Cannabis Control Board will send a report to the Local Control Commission of the town, if one exists. If no Local Control Commission exists, the Board will not send a report to the town. The report will include the name of the cannabis establishment and the principal(s) of the cannabis establishment. The report is provided for the review of the Local Control Commission. The role of the Local Control Commission is to

review and approve or deny the local license. Approval or denial of a local license may be based on the following:

- (For new applications) The commissioners may condition the issuance of a local control license upon compliance with any bylaw adopted pursuant to 24 V.S.A. § 4414 or ordinances regulating signs or public nuisances adopted pursuant to 24 V.S.A. § 2291.
- (For annual renewals) If the Cannabis Establishment has complied with conditions placed on its local license by the local commission.

If the Local Control Commission approves the local license, it should return the report with details to that effect and include any conditions placed on the license.

If the Local Control Commission denies the local license, it should return the report with details describing the reason the application was denied. For example, if the Cannabis Establishment has not applied for the proper permits or followed applicable zoning laws.

A municipality may only condition the operation of a cannabis establishment, or the issuance or renewal of a municipal permit to operate a cannabis establishment, on the conditions stated in the first bullet point in this section.

A municipality may not prohibit the operation of a cannabis establishment within the municipality through an ordinance adopted pursuant to 24 V.S.A. § 2291 or a bylaw adopted pursuant to 24 V.S.A. § 4414.

## Sample Resolution for A Local Cannabis Control Commission

Whereas, Title 7, Chapter 33 of Vermont State Statutes was Amended in 2020 to provide for the safe, equitable, and effective regulation of Adult-Use Cannabis; and

Whereas, 7 VSA § 863(b) provides that a municipality that hosts any cannabis establishment may choose to establish a cannabis control commission; and

Whereas, a Local Control Commission may issue and administer local control license for cannabis establishment within the municipality; and

Whereas, the commission may condition the issuance of a local control license upon compliance with any bylaw adopted pursuant to 24 VSA §4414 or ordinance regulating signs or public nuisances adopted pursuant to 24 VSA §2291; and

Whereas, the Local Control Commission may suspend or revoke a local control license for a violation of any condition placed upon the license pursuant to 7 VSA §863(b); and

Whereas, prior to issuing a cannabis establishment license the State Cannabis Control Board must ensure that an applicant has obtained a local control license if a municipality as established a Local Control Commission;

Now Therefore Be It Resolved, that (*the legislative body of the town*) has voted affirmatively to form a Local Cannabis Control Commission effective as of the date of this resolution (*date*)

Be it further resolved that, the Local Commission will be comprised of (*members of the legislative body of the town or members of the community; if not members of the legislative body this section may also include any applicable details about how the commissioners are appointed*)

Be it further resolved, the Local Cannabis Control Commission of (the town) will:

- a) Review information provided by the State Cannabis Control Board;
- b) Review information provided by applicants for the approval or denial of a local control license;
- c) Will communicate approval, denial, or conditions placed on the local control license to licensees and to the State Cannabis Control Board; and
- d) Comply with the provisions of 7 V.S.A. § 863 and Cannabis Control Board Rule 2.14.

Signatures:

*The resolution should be signed by the members of the town's legislative body upon passage.*



**CANNABIS CONTROL BOARD**

**89 Main Street Montpelier, VT 05602 | [ccb.vermont.gov](http://ccb.vermont.gov)**

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# **GUIDANCE FOR MUNICIPALITIES**

**JUNE 2022**

**JAMES PEPPER, CHAIR**

**JULIE HULBURD, COMMISSIONER**

**KYLE HARRIS, COMMISSIONER**

**BRYNN HARE, EXECUTIVE DIRECTOR**

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## I. Introduction

This guidance is provided to assist municipalities working with individuals and businesses seeking to establish a cannabis business pursuant to 7 V.S.A. chapter 33.

This guidance is not legal advice. If municipalities have questions regarding their legal responsibilities, they are encouraged to consult municipal counsel.

## II. The Cannabis Control Board

This section provides a brief overview of the Cannabis Control Board (“CCB” or “the Board”) and the types of cannabis businesses that state law allows the Board to license.

### A. The Cannabis Control Board

The Cannabis Control Board was created by [Act 164 in 2020](#). In 2021, the legislature clarified and expanded the CCB’s responsibilities in [Act 62](#). As outlined in [7 V.S.A. § 843](#), the mission of the CCB is *"to safely, equitably, and effectively implement and administer the laws enabling adult use and medical use of cannabis in Vermont."*

There are three full-time members of the Board. The inaugural members are James Pepper, who serves as Chair, Kyle Harris, and Julie Hulburd. You can learn more about the Board and its staff at: <https://ccb.vermont.gov/>.

### B. Cannabis Control Board Authority

The Legislature has tasked the Board *with "safely, equitably, and effectively implementing and administering the laws enabling adult use and medical use cannabis in Vermont"* [7 V.S.A. § 843](#).

The role of the Board includes implementing the laws governing the adult-use cannabis program, crafting all rules pertaining to the licensing and oversight of cannabis businesses, and overseeing compliance and enforcement of the program.

The CCB has also assumed responsibility for administering the medical cannabis program, formerly housed within the Department of Public Safety. This program oversees and administers Vermont’s therapeutic cannabis program, including dispensaries and the patient and caregiver registry.

The CCB has four final rules and one proposed rule governing the adult- and medical-use cannabis programs in Vermont. These rules may be found on its website:

<https://ccb.vermont.gov/laws-rules-and-regulations>

### **III. Cannabis Establishments**

#### **A. Types of Cannabis Establishments**

7 V.S.A. chapter 33 creates different types of adult-use cannabis businesses, which the law calls “cannabis establishments.” People or entities that hold a cannabis establishment license may engage in the commercial cannabis activity (such as cultivating cannabis) that is allowed by the type of license. The Board has sole authority to issue these licenses.

The different types of licenses, and the activities the licensees are allowed to engage in, are as follows:

##### **1. Cultivator License**

Cultivator licensees may grow cannabis plants, either outdoors, indoors, or in a mixed setting. [7 V.S.A. § 904](#).

##### **2. Manufacturer License**

Manufacturer licensees may produce cannabis products from cannabis plants, including edibles, oils, and other such products. [7 V.S.A. § 906](#).

##### **3. Wholesaler License**

Wholesaler licensees may purchase cannabis and cannabis products from other licensees and sell them to licensees. [7 V.S.A. § 905](#).

##### **4. Testing Laboratory License**

Testing Laboratory licensees may test cannabis and cannabis products obtained from a licensed cannabis establishment, dispensary, or a member of the public. [7 V.S.A. § 908](#).

##### **5. Retailer License**

Retailer licensees may sell cannabis and cannabis products to the general public. [7 V.S.A. § 907](#). Only retailer licensees and integrated licensees may sell to the general public.

##### **6. Integrated License**

Integrated Licensees may engage in the activities of each of the license types listed above, but these licenses are only available to "an applicant and its affiliates that hold a dispensary registration on April 1, 2022." [7 V.S.A. § 909](#).

#### **B. Tiered License Types**

Cultivator and Manufacturer license types each have tiers relating to the size or the kind of operation. More information about these tiers can be found in Board Rule 1, which is available on the CCB’s website: <https://ccb.vermont.gov/>.

### C. Key Parameters of Cannabis Establishment Licenses

1. A licensee may hold multiple types of licenses, but they may hold only one of each type of license. [7 V.S.A. § 901](#).
2. Each license allows for only one location of the cannabis establishment. [7 V.S.A. § 901](#).
3. Multiple licensees may operate at the same location, subject to limitations established by the Board, except that multiple retail operations may not operate at the same location.
4. All cannabis establishments are subject to comprehensive state regulations and inspections by CCB staff.

## IV. Municipal Authority and Cannabis Establishments

This section provides an overview of municipal authority to regulate cannabis establishments.

### A. Opt-in Provision

A municipality must opt in to host a retail cannabis establishment by majority vote. The opt-in vote requirement applies only to retailer licenses and the retail portion of integrated licenses. It has no impact on the ability of other license types to operate in a particular municipality. These other license types include cultivators, wholesalers, manufacturers, and testing laboratories, none of which require an opt-in vote to operate in a municipality. [7 V.S.A. § 863\(a\)\(1\)](#).

A municipality can opt in at any time.

A municipality may vote to opt out from allowing retail cannabis establishments, but such a vote will not apply to any retail establishment operating in the municipality at the time of the opt-out vote. [7 V.S.A. § 863\(a\)\(2\)](#).

### B. Municipal Regulatory Authority

#### General rule:

- Cannabis establishments are subject to the same zoning rules and municipal ordinances that apply to any business. Beyond municipalities' general authority to create and enforce zoning rules or ordinances that apply to all businesses, they do not have the power to create special rules for cannabis establishments.

#### A municipality may:

- Regulate cannabis establishments to the same extent they may regulate any other business under their authority to create zoning bylaws in [24 V.S.A. § 4414](#) and their authority to regulate signs or public nuisances in [24 V.S.A. § 2291](#). Municipalities may regulate any cannabis establishment license type in this manner. [7 V.S.A. § 863\(b\)](#).

#### A municipality may not:

- Regulate cannabis establishments to any greater extent than they could any other business. [7 V.S.A. § 863\(d\)](#).
- Place conditions on the operation of cannabis establishments, or create special rules for them, that is not within their zoning authority under [24 V.S.A. § 4414](#) or their authority to regulate signs or public nuisances under [24 V.S.A. § 2291](#). [7 V.S.A. § 863\(d\)\(2\)](#).
- Use their zoning power under [24 V.S.A. § 4414](#) or their ordinance power under [24 V.S.A. § 2291](#) in a way that will have the effect of prohibiting the operation of cannabis establishments. [7 V.S.A. § 863\(d\)\(1\)](#).

### **C. Local Cannabis Control Commissions**

Municipalities may create a local cannabis control commission, but they are not required to. Municipalities must give notice to the Cannabis Control Board if they have formed a local cannabis control commission.

The local commission may issue and administer local control licenses and may condition licenses on compliance with zoning bylaws under [24 V.S.A. § 4414](#) and ordinances regulating signs or public nuisances under [24 V.S.A. § 2291](#). The local commission may also deny, suspend, or revoke a local control license if it violates conditions placed on the license. Local commissions must inform the Board of such actions.

If a local control commission requires a license, a cannabis establishment must obtain one before being licensed by the Cannabis Control Board. A local control commission must promptly consider license applications and may not indefinitely delay consideration.

The conditions that local control commissions can place on a license are limited to compliance with zoning bylaws under [24 V.S.A. § 4414](#) and compliance with ordinances regulating signs or public nuisances under [24 V.S.A. § 2291](#). As explained further in subsection B of this section IV, placing additional conditions on a local license, or suspending or revoking licenses for any reason other than the allowable conditions, is a violation of state law.

The local commissioners may be members of the municipality’s legislative body.

If a municipality has not formed a local control commission, no local licensing approval will be required before the Board approves a license to operate.

Even without a local cannabis control commission a municipality may still regulate cannabis establishments in accordance with their general authority to regulate businesses. For more information on a municipality’s regulatory power with respect to cannabis businesses please see subsection B of this section IV.

### **D. No State-Mandated Zoning Designations for Cannabis Businesses**

There is no provision in state law or the Board’s rules that requires a particular zoning designation for any cannabis establishment.

A municipality’s zoning rules may require a certain type of cannabis establishment to operate within a particular zoning designation, but that will be determined on a town-by-town and business-by-business basis.

For example, there is nothing in state law requiring cannabis establishments to operate within a commercial zoning designation. A town’s zoning bylaws may require a particular cannabis establishment to be within a commercially zoned district, but that will result solely from the application of the town’s bylaws and not from any requirement in state law.

Nowhere does Vermont law state that cannabis is a “commercial product,” and nowhere does the law require that cannabis businesses operate within designated commercial zones.

**E. Agricultural Product Provisions Do Not Effect Zoning**

State law provides that cannabis cultivators will not be regulated as farming and cannabis will not be considered an agricultural product or crop. [7 V.S.A. § 869](#). As a result, cannabis and cannabis cultivators will not receive certain tax and regulatory benefits that farms and agricultural products are eligible to receive.

These provisions are not relevant to zoning laws and have no effect on zoning. A municipality’s zoning rules may require a certain type of cannabis establishment to operate within a particular zoning designation, but that will be determined on a town-by-town and business-by-business basis. State cannabis law does not determine any zoning designation.

**F. Buffer Zones**

Under Board rules, a retail cannabis establishment cannot operate in any location where it would be a violation of the drug-free school zone law to sell a regulated drug. This means cannabis retailers cannot operate if the store would be on a property that abuts a school property and if the retail operations would occur within 500 feet of the school property.

The Board’s buffer zone requirement applies only to retail cannabis establishments and not to any other type of cannabis establishment license.

A municipality may regulate the location of cannabis establishments to the same extent it may regulate the placement of any other business under its zoning powers, but a municipality does not have authority to go beyond its general zoning power under [24 V.S.A. § 4414](#) in creating buffer zones that could apply to cannabis establishments.

For more information on a municipality’s regulatory power with respect to cannabis businesses please see subsection B of this section IV.

**G. Social Equity Criteria**

The Board has prioritized the processing of social equity applications at the state level and is working with partners and affected communities to establish programs that will provide additional support for social equity applicants.

Municipalities may not condition local license decisions upon social equity criteria, though towns are encouraged to support social equity applicants. For example, they may choose to hold local workshops or informational sessions to assist local applicants in moving through the local permitting and license process.

For more information on a municipality's regulatory power with respect to cannabis businesses please see subsection B of this section IV.

#### **H. Provisional Licenses**

If an applicant has received a provisional license from the Board, it means the applicant has submitted an initial application and is provisionally approved for a license. A provisional license does not allow an applicant to begin operations, nor does it guarantee that an applicant will receive a final license to operate a cannabis establishment. Not all provisional licenses will result in a final license.

The Board will not require local control commission approval to grant a provisional license.

#### **I. Environmental Regulations**

Cannabis establishments must abide by all generally applicable environmental regulations, whether state or municipal.

The Board will require some additional environmental standards, as provided in Board Rule 2, available at the [CCB's website](#). For example, larger cultivators who operate on municipal water will be required to obtain a notice that the municipal water authority has capacity to serve the cultivation operation.

Municipalities do not have authority to implement special environmental rules for cannabis establishments, beyond their authority to create zoning bylaws with general effect. For more information on a municipality's regulatory power with respect to cannabis businesses please see subsection B of this section IV.

#### **V. Taxes and Fees**

The legislature has the power to set taxes and fees. This section of guidance will be updated as necessary.

##### **A. Excise Taxes**

The excise tax on cannabis products will be 14%. Under current law, municipalities do not receive a portion of the cannabis excise tax.

##### **B. Local Fees**

There is a local licensing fee of \$100 paid by cannabis establishments at the time of their initial licensure and annually upon renewal. This fee is paid to the Board and distributed to the municipality where the cannabis establishment is located.

### **C. Local Option Taxes**

The Vermont Sales and Use Tax will apply to the retail sale of cannabis products in Vermont. Municipalities that have such a tax will receive local option tax revenue on retail sales of cannabis. The sales and use tax applies to all cannabis products.

Municipalities cannot add a local option sales tax solely for cannabis products. Municipalities that have a local option sales tax cannot exempt cannabis products from that tax. Municipalities must tax cannabis products as they would as any other good.

### **D. Meals and Rooms Taxes**

Meals and Rooms taxes do not apply to cannabis products, nor do they apply to edible cannabis products. Therefore, a local option tax on meals would not apply to the retail sale of any cannabis products.

## **VI. Public Health, Education, and Advertising**

### **A. Public Health and Education**

The CCB has developed detailed regulations to ensure that cannabis and cannabis products that are being sold at retail establishments are tested and free from harmful adulterants. The CCB has broad authority to stop sales and recall harmful products if identified.

All cannabis products will be sold in opaque, child-resistant packaging that will be labeled with standard health warnings and symbols approved by the Vermont Department of Health. Cannabis flower must be sold in child-deterrent packaging.

“Child-deterrent packaging” is defined as: tear-resistant packaging that can be sealed in a manner that would deter children under five years of age from easily accessing the contents of the package within a reasonable time and not difficult for adults to use properly.

“Child-resistant packaging” is defined as: packaging that is designed or constructed to be significantly difficult for children under five years of age to open or obtain a toxic or harmful amount of the substance in the container within a reasonable time and not difficult for normal adults to use properly, but does not mean packaging that all children under five years of age cannot open or obtain a toxic or harmful amount of the substance in the container within a reasonable time.

The CCB will require retailers to provide customers an educational flyer at the point of sale that includes health and safety information. This flyer will be developed by the Department of Health and contain current, evidence-based information on the health effects of cannabis. Additionally, the Department of Health will have access to 30% of the cannabis excise tax (capped at \$10,000,000 annually) to fund substance misuse prevention programming throughout the state.

While the CCB does not have the authority to require additional trainings related to cannabis consumption for local police, fire, and rescue forces, the CCB will require training for employees for cannabis establishments that includes identifying signs of overconsumption.

## **B. Advertising**

Vermont's cannabis advertising laws are among the most restrictive in the country, and all advertisements will require CCB approval prior to publication.

Cannabis establishments may not advertise their products via any medium where more than 15 percent of the audience will be under 21 years of age. [7 V.S.A. § 864](#). More information about advertising regulations is available in Board Rule 2, available at [the Board's website](#).

## **VII. Public Safety, Compliance, and Enforcement**

### **A. Cannabis Establishment Security**

The Board has security requirements for all cannabis businesses, though the requirements vary depending on license type. License holders are required to report to the Board any issues of theft, property damage or loss. The Board will notify appropriate law enforcement and local officials as appropriate.

More information about the Board's security requirements can be found in Board Rule 2, available at [the Board's website](#).

The CCB does not intend to regulate maximum occupancy at cannabis establishments, however all establishments will be subject to all relevant fire and building safety codes.

### **B. Cannabis Age and Possession Limits and Retail Establishments**

A person 21 years of age or older may purchase up to one ounce of cannabis per transaction at a cannabis retail establishment and possess up to one ounce of cannabis on their person. [18 V.S.A. § 4230a](#). It is a civil violation for a person under 21 years of age to possess any amount of cannabis. [18 V.S.A. § 4230b](#).

No person under 21 will be permitted in a cannabis establishment. The Board has the power to enforce this rule with severe sanctions and civil penalties, up to and including revocation of an operating license.

### **C. Transportation of Cannabis Between Licensees**

If cannabis is being transported by vehicle between licensees, it needs to be done in an unmarked car to avoid unnecessary attention and threats of theft or diversion. Cannabis must be entered and tracked in inventory tracking software that indicates a transfer between license holders. Every time cannabis is transported, a manifest must be generated containing detailed information such as approximate time of departure, destination, estimated time of arrival, the transportation vehicle's make, model, and license plate number, and signature of an employee of the cannabis establishment receiving the product. Information about transports will not be shared with law

enforcement each time a transfer happens. If there is an issue in transport, the Board must be notified within 24 hours, and the Board will contact officials as appropriate.

State and local police will not have authority to stop a driver who is lawfully transporting cannabis or cannabis products pursuant to the laws and rules of the regulated market unless the driver has committed a moving violation or some other offense. Cannabis establishment employees who are transporting cannabis must always have documentation on them demonstrating their lawful employment with a cannabis establishment.

#### **D. Tracking Cannabis Products**

The CCB will require each license holder to maintain tracking software that will track each cannabis plant from seed to sale. The Board will be able to remotely access all tracking data in real time. This will be a check on illegal diversion and inversion, and if there are inconsistencies in a license holder's operation the Board will investigate and take action as appropriate.

#### **E. Complaints About Cannabis Establishments**

The Board will have a system in place to receive reports from anyone, including municipal officials, regarding suspected issues and violations of a license holder. The Board will investigate and inform local officials as necessary of any violations and enforcement actions.

Municipalities retain authority to enforce ordinances regarding "public nuisances" under [24 V.S.A. § 2291](#). For more information on a municipality's regulatory power with respect to cannabis businesses please see subsection B of section IV.

#### **F. Investigations of Cannabis Establishments**

The Board will have enforcement personnel who can investigate complaints about the operations of any cannabis establishment and recommend sanctions to the Board, if appropriate.

#### **G. Sanctioning Cannabis Establishments**

The Board has authority to prescribe administrative and civil penalties to a license holder or other person who violates the rules or laws regulating the legal cannabis market. These penalties could range from a fine to a suspension or revocation of a license, depending on the type and severity of violation. The Board will inform a municipality of a suspension or revocation of a license after it has reached a final judgment.

More information about the Board's enforcement processes can be found in Board Rule 4, available at [the Board's website](#).

#### **H. Lawful Locations for Cannabis Consumption**

Under state law, cannabis consumption is prohibited in any public place, meaning any street, alley, park, sidewalk, public building other than individual dwellings, any place of public accommodation, and any place where the use or possession of a lighted tobacco product, tobacco product, or tobacco substitute is prohibited by law. Places of public accommodation can include

restaurants, stores, or other facilities at which services, facilities, goods, privileges, advantages, benefits, or accommodations are offered to the general public. [18 V.S.A. § 4230a](#).

Public consumption of cannabis in any form is prohibited and is subject to civil penalties capped at \$100 for a first offense, \$200 for a second offense, and \$500 for a third or subsequent offense. [18 V.S.A. § 4230a](#).

Cannabis consumption on private property that is not a place of public accommodation is not prohibited by state law.

#### **I. Commercial Driver's Licenses**

The requirements for getting and keeping a Commercial Driver's License are not impacted by the legalization of cannabis in Vermont. Any substance that was prohibited for use by CDL holders prior to cannabis legalization in Vermont is still prohibited.

#### **J. Online Sales and Delivery to Consumers**

Online ordering is currently prohibited. The legislature may consider it in the future.

Delivery to consumers is currently prohibited. The legislature may consider it in the future.

#### **K. Cannabis Product Manufacturing**

The Vermont Fire and Building Safety Code, as promulgated by the Department of Public Safety, will apply to all cannabis manufacturing operations. Towns may regulate cannabis manufacturing operations to the same extent they may regulate any business pursuant to their zoning authority, but may not place special conditions upon manufacturing operations beyond their general zoning authority.

For more information on a municipality's regulatory power with respect to cannabis businesses please see subsection B of section IV.

#### **L. Changes of Ownership and Control of Cannabis Establishments**

Cannabis establishments are required to notify the Board of changes of ownership and control. Information about ownership will be public.

#### **M. Highway Safety**

The Vermont Criminal Justice Council added Advanced Roadside Impaired Driving Enforcement (ARIDE) to the mandatory curriculum at the Vermont Police Academy in 2015, meaning all law enforcement officers who have graduated since 2015 are trained to detect drivers impaired by any substance, including cannabis. The Vermont Criminal Justice Training Council is currently working to train all remaining law enforcement officers that are involved in highway safety on ARIDE standards.

In addition to ARIDE-trained officers, Vermont utilizes approximately 45-55 trained Drug Recognition Experts (DRE) that are geographically dispersed around the state. DREs are specialized law enforcement officers that have completed a 40-hour course and field certification

designed to detect not only impairment but also the impairing substance(s) a driver has consumed.

**N. Novel Cannabinoids**

Currently, many intoxicating cannabinoids, including Delta-8 and synthetic Delta-9, exist in a regulatory grey area. The CCB has asked the legislature to grant it the authority to regulate all intoxicating cannabinoids to ensure that they are only sold to those authorized to purchase them, and that they are safe for consumers and patients. If granted the authority, the CCB intends to create a product registration process so that any new product containing a novel intoxicating cannabinoid will be reviewed, including its packaging, labeling, ingredients, and health effects, before being released to the public.