

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

Online & 6 Lincoln St.
(Brownell Library)
Essex Junction, VT 05452
Wednesday, August 31, 2022
6:30 PM

E-mail: manager@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6951

This meeting will be in-person in the Kolvord Room at the Brownell Library, 6 Lincoln Street, and available remotely. Options to join the meeting remotely:

- **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. Discuss Land Development Code updates
 - b. Approve awarding backhoe bid to Milton CAT
 - c. *Discuss real estate purchase or lease options
6. **CONSENT AGENDA**
 - a. Check warrants: #17315 (08/15/2022); #17316 (08/ 19/2022)
 - b. Approve minutes: August 10, 2022; August 18, 2022
 - c. Approve Power of Attorney by Applicant form
 - d. Approve Pleasant Street Block Party application: September 17
 - e. Approve becoming a member municipality of IDEAL (Inclusive, Diversity, Equity, Action, & Leadership) Vermont
 - f. Approve intent to terminate Consolidation of Public Works Services Agreements
7. **READING FILE**
 - a. Board Member Comments
 - b. Letter from Joyce Stannard re. local purchasing
8. **EXECUTIVE SESSION**

*An executive session may be necessary to discuss securing or negotiating real estate purchase or lease options
9. **ADJOURN**

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Memo

To: Essex Junction City Council

From: Brad Luck, Interim Co-Manager

Meeting Date: August 31, 2022

Agenda Item: 5a. Land Development Code updates

Issue

At the August 10 meeting, the Council received the Planning Commission recommended updates to the Land Development Code. Tonight is the first opportunity to discuss the updates, ask questions, and/or express concerns. There will not be a vote tonight, but simply a preliminary review.

Discussion

None.

Cost

N/A.

Recommendation

It is recommended that the Council discuss the proposed updates and identify any questions or potential changes they would like to explore.

Recommended Motion

None.

Attachments

- The Land Development Code updates can be found here:
[https://www.essexjunction.org/fileadmin/files/Planning Commission/Staff Reports and Current Applications/PC Public Hearing 080422 website.pdf](https://www.essexjunction.org/fileadmin/files/Planning_Commission/Staff_Reports_and_Current_Applications/PC_Public_Hearing_080422_website.pdf)

Memo

To: Village Trustees

From: Brad Luck, Interim Co-Manager

Meeting Date: August 31, 2022

Agenda Item: 5b. Real Estate Purchase or Lease Options

Issue

With impending renovations to 2 Lincoln Street, the municipality will need explore options for how to best provide space (temporarily and permanently) for future city operations. There is also the outstanding Tree Farm lease that expires on 12/31/22, which the Trustees should discuss.

Discussion

This discussion should take place in executive session.

Cost

NA.

Recommendation

It is recommended that this conversation take place in executive session.

Recommended Motion

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

“I move that we go into executive session to discuss negotiating or securing real estate purchase or lease options under the provisions of Title 1, Section 313(a)(2) of the Vermont Statutes, and include the interim co-managers.”

Attachments

None.

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
V1633	2022 NEACTC CONF	08/05/22	Training 20220805	210-5-10-10-500.000 Training, Conf, Dues	350.00	41329	08/12/22
05290	ADVANCE AUTO PARTS	07/25/22	Air CQBLU for Grit Aesatu 552220633942	210-5-40-12-430.000 R&M Vehicles & Equipment	42.62	41333	08/12/22
05290	ADVANCE AUTO PARTS	07/25/22	AIR 1 CQBLU FOR EQ AESATU 552220633946	210-5-40-12-430.000 R&M Vehicles & Equipment	21.35	41333	08/12/22
05290	ADVANCE AUTO PARTS	08/03/22	Jump Starter 552221534354	210-5-30-12-610.000 General Supplies	121.93	41333	08/12/22
19815	AMAZON CAPITAL SERVICES	08/03/22	Office Supplies 199X64P1FD4N	210-5-30-10-610.000 General Supplies	50.85	41337	08/12/22
07465	BIBENS ACE HARDWARE INC	08/04/22	DUCT TAPE, PULL UTILITY 5 45354	210-5-30-10-610.000 General Supplies	33.96	41341	08/12/22
00530	BRODART CO	07/22/22	J Collection, Supplies B6466455	210-5-35-10-640.202 Juvenile Collection	134.22	41344	08/12/22
00530	BRODART CO	07/22/22	J Collection, Supplies B6466455	210-5-35-10-610.000 General Supplies	9.60	41344	08/12/22
00530	BRODART CO	07/22/22	J Collection, Supplies B6466456	210-5-35-10-640.202 Juvenile Collection	54.32	41344	08/12/22
00530	BRODART CO	07/22/22	J Collection, Supplies B6466456	210-5-35-10-610.000 General Supplies	3.20	41344	08/12/22
00530	BRODART CO	07/22/22	J Collection, Supplies B6466464	210-5-35-10-640.202 Juvenile Collection	65.33	41344	08/12/22
00530	BRODART CO	07/22/22	J Collection, Supplies B6466464	210-5-35-10-610.000 General Supplies	5.60	41344	08/12/22
00530	BRODART CO	07/22/22	J Collection, Supplies B6466466	210-5-35-10-640.202 Juvenile Collection	22.99	41344	08/12/22
00530	BRODART CO	07/22/22	J Collection, Supplies B6466466	210-5-35-10-610.000 General Supplies	0.80	41344	08/12/22
00530	BRODART CO	07/22/22	J Collection, Supplies B6466467	210-5-35-10-640.202 Juvenile Collection	36.68	41344	08/12/22
00530	BRODART CO	07/22/22	J Collection, Supplies B6466467	210-5-35-10-610.000 General Supplies	3.20	41344	08/12/22
00530	BRODART CO	07/27/22	J Collection Replacement, B6468481	210-5-90-00-640.202 Juvenile Collection repl	19.96	41344	08/12/22
00530	BRODART CO	07/27/22	J Collection Replacement, B6468481	210-5-35-10-610.000 General Supplies	1.60	41344	08/12/22
00530	BRODART CO	07/27/22	Adult Collection, Supplie B6468482	210-5-35-10-640.201 Adult Collection	176.20	41344	08/12/22
00530	BRODART CO	07/27/22	Adult Collection, Supplie B6468482	210-5-35-10-610.000 General Supplies	8.80	41344	08/12/22
00530	BRODART CO	08/01/22	Library Donation Exp., Su B6470891	210-5-90-00-991.000 Library Donation Expense	108.52	41344	08/12/22
00530	BRODART CO	08/01/22	Library Donation Exp., Su B6470891	210-5-35-10-610.000 General Supplies	5.60	41344	08/12/22
00530	BRODART CO	08/01/22	Library Donations Exp, Su B6470892	210-5-90-00-991.000 Library Donation Expense	23.99	41344	08/12/22
00530	BRODART CO	08/01/22	Library Donations Exp, Su B6470892	210-5-35-10-610.000 General Supplies	0.80	41344	08/12/22
26395	CCRPC	06/30/22	Code Updates May and Corr 2022523	210-5-16-10-330.000 Professional Services	2540.00	41347	08/12/22

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
25765	07/15/22	Sprinkler System yearly S	12007	210-5-30-12-330.000 Professional Services	387.50	41349	08/12/22
21210	08/01/22	Water cooler Lease	9186616526	210-5-40-12-610.000 General Supplies	50.00	41350	08/12/22
04320	08/04/22	click Fix unlimited Gov u	236678	210-5-40-12-330.000 Professional Services	5000.68	41351	08/12/22
25120	08/04/22	EJRP ClickTime July	379636	210-5-30-10-330.000 Professional Services	994.00	41352	08/12/22
25120	08/04/22	ClickTime July	379930	210-5-13-10-505.000 Tech. Subs, Licenses	112.00	41353	08/12/22
04940	07/23/22	Internet MSP August	0176315 072A	210-5-41-26-530.000 Communications	360.45	41356	08/12/22
04940	07/27/22	Internet Service 8/2-9/3/	0179210 0722	210-5-25-10-530.000 Communications	172.90	41357	08/12/22
04940	07/23/22	Park St Internet August	0210908 0722	210-5-41-23-530.000 Communications	218.20	41358	08/12/22
04940	07/23/22	Internet only 7/30-8/29/	0316028 0722	210-5-25-10-530.000 Communications	243.34	41359	08/12/22
25515	08/04/22	Ladder Testing	1372	210-5-25-10-430.000 R&M Vehicles & Equipment	1865.56	41360	08/12/22
17025	08/08/22	Planning Commission Minut	0103	210-5-10-10-530.000 Communications	44.34	41362	08/12/22
29785	07/31/22	J Programs	JULY2022	210-5-35-10-840.202 Childrens Programs	100.00	41363	08/12/22
25715	06/22/22	Amtrak State FRA Grant Im	22811 0622	210-1-00-00-130.002 Exchange - Billable	180.00	41365	08/12/22
25715	07/28/22	Amtrak Station Grant and	22811 0722	210-5-40-12-330.000 Professional Services	360.00	41365	08/12/22
05020	07/29/22	MSP Main Bldg Water	202599221	210-5-41-26-410.000 Water and Sewer Charges	713.69	41375	08/12/22
05020	07/29/22	MSP Pool Water	202599231	210-5-41-26-410.000 Water and Sewer Charges	1142.63	41375	08/12/22
05020	07/29/22	MSP Maint Bldg Water	202599241	210-5-41-26-410.000 Water and Sewer Charges	57.22	41375	08/12/22
05020	07/29/22	Water Park St	202602411	210-5-41-23-410.000 Water and Sewer Charges	308.91	41375	08/12/22
05020	07/29/22	Water/Sewer EJFD	202605191	210-5-41-26-410.000 Water and Sewer Charges	160.62	41375	08/12/22
05020	07/29/22	Water/Sewer Bill 2 Lincol	202605201	210-5-41-20-410.000 Water and Sewer Charges	143.71	41375	08/12/22
05020	07/29/22	Water Sprinkler Bill	202605211	210-5-41-26-410.000 Water and Sewer Charges	73.33	41375	08/12/22
05020	07/29/22	Water/Wastewater -- Feb	202605231	210-5-41-21-410.000 Water and Sewer Charges	143.71	41375	08/12/22
05020	07/29/22	Cascade Water Sewer	202618631	210-5-41-26-410.000 Water and Sewer Charges	40.74	41375	08/12/22
19005	07/01/22	Phone Internet Services	11708650	210-5-41-20-530.000 Communications	508.87	41384	08/12/22
19005	08/01/22	Phone Internet Services	11875650	210-5-41-20-530.000 Communications	516.54	41386	08/12/22

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
19005	FIRSTLIGHT FIBER	08/01/22	Communications July 2022 11875656	210-5-41-21-530.000 Communications	384.50	41387	08/12/22
19005	FIRSTLIGHT FIBER	08/01/22	Communications Public wor 11875680	210-5-40-12-530.000 Communications	120.40	41388	08/12/22
19005	FIRSTLIGHT FIBER	08/01/22	Telephone EJFD July 11875682	210-5-25-10-530.000 Communications	187.32	41389	08/12/22
19005	FIRSTLIGHT FIBER	08/01/22	EJRP Internet August 11876147	210-5-41-26-530.000 Communications	360.00	41390	08/12/22
34895	GAUTHIER TRUCKING, INC.	08/01/22	Garbage Removal 2 Lincoln 1653545	210-5-41-20-400.000 Contracted Services	560.79	41394	08/12/22
04035	GOT THAT RENTAL & SALES I	07/21/22	Milwaukee m18 2pk xc 5.0 102110	210-5-40-12-610.000 General Supplies	234.99	41395	08/12/22
04035	GOT THAT RENTAL & SALES I	07/25/22	SHOP- EYE PROTECTION STAT 102206	210-5-40-12-610.000 General Supplies	73.92	41395	08/12/22
04035	GOT THAT RENTAL & SALES I	07/28/22	.HEAD, 2-LINE RAPID-COREY 102418	210-5-40-12-610.000 General Supplies	26.99	41395	08/12/22
04035	GOT THAT RENTAL & SALES I	08/04/22	LUTE BLADE AND BRACKET 30 102684	210-5-40-12-610.000 General Supplies	31.98	41395	08/12/22
04035	GOT THAT RENTAL & SALES I	08/04/22	LUTE BLADE 30" - TROY 102685	210-5-40-12-610.000 General Supplies	47.97	41395	08/12/22
04035	GOT THAT RENTAL & SALES I	08/04/22	HARD HAT: JAMIE 102708	210-5-40-12-610.000 General Supplies	14.99	41395	08/12/22
28135	JOURNYX, INC	08/01/22	ClockView July 1496	210-5-30-10-330.000 Professional Services	258.00	41405	08/12/22
V9454	LENNY'S SHOE & APP	07/21/22	Art Garrison boots Tech p 3446498	210-5-40-12-612.000 Uniforms	620.00	41409	08/12/22
25625	LOWE'S - 1080	08/02/22	EJRP Lowes July 419108 0722	210-5-30-12-610.000 General Supplies	6.68	41410	08/12/22
V10130	LOWE'S BUSINESS ACCOUNT	07/05/22	Paint 01933	210-5-25-10-431.000 R&M Buildings & Grounds	87.24	41411	08/12/22
V10130	LOWE'S BUSINESS ACCOUNT	07/08/22	shop supplies 02769	210-5-40-12-610.000 General Supplies	130.38	41411	08/12/22
V10130	LOWE'S BUSINESS ACCOUNT	07/21/22	Creeper Stool 02861	210-5-40-12-610.000 General Supplies	59.84	41411	08/12/22
V10130	LOWE'S BUSINESS ACCOUNT	07/21/22	20 v 3 pck Batteries 02910	210-5-40-12-610.000 General Supplies	170.05	41411	08/12/22
31335	NEW ENGLAND ASSOC CITY &	08/05/22	Annual membership SMH 20220805	210-5-10-10-500.000 Training, Conf, Dues	35.00	41419	08/12/22
23420	P & P SEPTIC SERVICE INC.	08/02/22	Cascade Portolet August T581751	210-5-30-12-330.000 Professional Services	120.00	41424	08/12/22
24100	PERMA-LINE CORP OF NEW EN	07/28/22	Cone insert Signs w/ blk 193820	210-5-40-12-605.000 Summer Construction Suppl	115.80	41429	08/12/22
V10554	PHOENIX BOOKS BURLINGTON	08/05/22	Adult Collection 530843	210-5-35-10-640.201 Adult Collection	29.56	41430	08/12/22
25140	PIKE INDUSTRIES INC	07/22/22	Asphalt 1193118	210-5-40-12-605.000 Summer Construction Suppl	834.73	41431	08/12/22
23465	PITNEY BOWES, INC.	08/05/22	Postage 4061080922	210-5-10-10-560.000 Postage	201.00	41433	08/12/22
V1816	POSTMASTER BURLINGTON	08/20/22	Annual Permit #675 Fee 08092022675	210-5-10-10-560.000 Postage	275.00	41435	08/12/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24410	07/31/22	PRIORITY EXPRESS INC Courier Service, 9 stops 80272232	210-5-35-10-560.000 Postage	202.77	41437	08/12/22
37430	07/19/22	R R CHARLEBOIS INC New Battery RC78656	210-5-40-12-430.000 R&M Vehicles & Equipment	276.56	41438	08/12/22
02050	07/14/22	RON BUSHEY'S SUNOCO LABOR FOR GROUND WIRES, C 4828	210-5-40-12-430.000 R&M Vehicles & Equipment	85.00	41441	08/12/22
23855	04/07/22	SOUTHWORTH-MILTON, INC. Generator Service SCINV627193	210-5-25-10-431.000 R&M Buildings & Grounds	912.19	41452	08/12/22
29090	07/13/22	SUNBELT RENTALS rental for 75" drain snak 28169623	210-5-40-12-442.000 Rental Vehicles/Equip	57.35	41454	08/12/22
14800	08/01/22	TECH GROUP INC Anti-Virus Contract 98877	210-5-25-10-431.000 R&M Buildings & Grounds	40.00	41456	08/12/22
V9848	07/27/22	TSI, INC Calibration Fit Tester 91506216	210-5-25-10-431.000 R&M Buildings & Grounds	857.47	41460	08/12/22
00710	07/15/22	UPS STORE Freight for Fit Tester 071522D	210-5-25-10-431.000 R&M Buildings & Grounds	189.87	41461	08/12/22
36130	07/18/22	VERIZON WIRELESS VSAT Verizon Shared acct 9911401768	210-5-16-10-530.000 Communications	40.14	41462	08/12/22
36130	07/18/22	VERIZON WIRELESS VSAT Verizon Shared acct 9911401768	210-5-25-10-530.000 Communications	160.56	41462	08/12/22
25315	08/05/22	VESPA'S PIZZA PASTA & DEL City Pizza Friday 080522D	210-5-30-10-610.000 General Supplies	102.00	41465	08/12/22
23395	07/28/22	VILLAGE HARDWARE - WILLIS bunge cords for shop WWTF 515111	210-5-40-12-610.000 General Supplies	21.41	41466	08/12/22
22615	08/10/22	VILLAGE VOLTAGE LLC Electrical work 1176	210-5-41-21-431.000 R&M Buildings & Grounds	283.00	41467	08/12/22
28470	08/12/22	VMERS DB 110800 Payroll Transfer PR-08/12/22	210-2-00-00-210.004 Retirement Payable	3220.51	41469	08/12/22
29825	07/21/22	VT GAS SYSTEMS MSP Gas July 15787562 722	210-5-41-26-621.000 Natrual Gas/Heating	41.79	41470	08/12/22
07565	07/26/22	W B MASON CO INC Cleaning Supplies 231431610	210-5-30-12-610.000 General Supplies	255.00	41477	08/12/22
V1161	08/12/22	ICMA RETIREMENT TRUST-401 Payroll Transfer PR-08/12/22	210-2-00-00-210.004 Retirement Payable	1463.86	8110187	08/12/22
V1160	08/12/22	ICMA RETIREMENT TRUST-457 Payroll Transfer PR-08/12/22	210-2-00-00-210.004 Retirement Payable	910.92	8110188	08/12/22
05390	08/12/22	FAMILY SUPPORT REGISTRY Payroll Transfer PR-08/12/22	210-2-00-00-210.010 Judgements Payable	69.23	22081202	08/12/22
25715	06/22/22	DONALD L. HAMLIN CONSULT Road ResQ boundary adjust 19801 0622	220-5-00-00-720.002 1 Main; Road Res-Q	2739.00	41365	08/12/22
17765	08/04/22	WAITE-HEINDEL ENVIRONMENT Main St pocket park 5253	220-5-00-00-720.002 1 Main; Road Res-Q	976.25	41478	08/12/22
25715	07/28/22	DONALD L. HAMLIN CONSULT Crescent Connector Essex 12833 0722	230-5-16-10-890.824 Cres. Connector	2970.00	41365	08/12/22
25715	07/28/22	DONALD L. HAMLIN CONSULT Crescent Connector Phase 18814 0722	230-5-16-10-890.824 Cres. Connector	40686.64	41365	08/12/22
36240	08/09/22	DUBOIS & KING INC Crescent Connector STP 53 822030	230-5-16-10-890.824 Cres. Connector	7902.13	41366	08/12/22
37965	07/31/22	S D IRELAND CONCRETE Densmore Dr Upstream culv 2082202	230-5-40-13-722.801 Densmore Dr non-FEMA	203996.06	41445	08/12/22

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
14685	06/30/22	exhaust fan had failed, i	057801	255-5-55-30-570.000 Other Purchased Services	287.90	41336	08/12/22
06870	07/28/22	SHT NY Bi-Monthly	416904	255-5-55-30-340.000 Technical Services	1602.00	41371	08/12/22
06870	08/04/22	Essex Jct. WWTF TKN Only	418158	255-5-55-30-340.000 Technical Services	35.00	41373	08/12/22
19005	08/01/22	communication/Telephone W	11875649	255-5-55-30-530.000 Communications	95.80	41385	08/12/22
24785	07/26/22	RETAINING RING PLIER SET,	9389680183	255-5-55-30-430.000 R&M Vehicles & Equipment	226.80	41398	08/12/22
07010	07/20/22	39 Cascade 06/22-07/20/20	0722Cascade	255-5-55-30-622.000 Electricity	15310.83	41399	08/12/22
V1093	08/04/22	Solution 38% SODIUM BISUL	16683	255-5-55-30-619.000 Chemicals	5853.54	41402	08/12/22
V1423	07/25/22	Watson Marlow Hose (Chemi	28272	255-5-55-30-570.000 Other Purchased Services	3940.00	41412	08/12/22
42805	07/18/22	Bac Pacs for odor control	7QQ1065	255-5-55-30-619.000 Chemicals	6480.51	41414	08/12/22
19455	07/28/22	3mm virgin pellet activat	30725	255-5-55-30-570.000 Other Purchased Services	2621.39	41422	08/12/22
12775	07/29/22	Removed and reinstalled M	9972	255-5-55-30-570.000 Other Purchased Services	300.00	41436	08/12/22
V2093	07/15/22	4,000 G Bleach 15%- EXP 6	441760	255-5-55-30-619.000 Chemicals	7616.00	41451	08/12/22
36130	07/18/22	Verizon Shared acct	9911401768	255-5-55-30-530.000 Communications	55.19	41462	08/12/22
23390	08/05/22	Mandigo Membership dues	50126	255-5-55-30-500.000 Training, Conf, Dues	40.00	41481	08/12/22
36130	07/23/22	Pump Station Communicatio	9911909996	256-5-56-40-434.001 Susie Wilson PS Costs	38.64	41463	08/12/22
36130	07/23/22	Pump Station Communicatio	9911909996	256-5-56-40-434.002 West Street PS Costs	38.64	41463	08/12/22
36130	07/23/22	Pump Station Communicatio	9911909996	256-5-56-40-431.000 R&M Buildings & Grounds	150.00	41463	08/12/22
37985	07/23/22	EJRP Cell Phones July	8727992 0723	259-5-30-15-530.000 Communications	266.45	41330	08/12/22
37985	07/27/22	EJRP Cell Phones July	8730181 0722	259-5-30-15-530.000 Communications	464.65	41331	08/12/22
37985	07/23/22	CELL PHONE SERVICE	8781498 722	259-5-30-14-330.000 Professional Services	43.83	41332	08/12/22
07305	07/31/22	Pool Chemicals	9989915051	259-5-30-11-431.000 R&M Buildings & Grounds	275.73	41334	08/12/22
19815	07/30/22	Camp STAR Supplies	163VT36VJQC4	259-5-30-17-610.000 General Supplies	47.47	41337	08/12/22
19815	07/27/22	Camp STAR Supplies	16MJX9C7LNXV	259-5-30-17-610.000 General Supplies	160.63	41337	08/12/22
19815	07/29/22	STAR Supplies	1F3FGW1M6K63	259-5-30-17-610.000 General Supplies	36.75	41337	08/12/22
19815	08/02/22	Discovery Supplies	1FHCX1N1VPN	259-5-30-17-610.000 General Supplies	113.69	41337	08/12/22

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
19815	08/02/22	AMAZON CAPITAL SERVICES CMS Enrichment 1JWCPININW31	259-5-30-17-610.000 General Supplies	13.48	41337	08/12/22
19815	07/27/22	AMAZON CAPITAL SERVICES CMS Enrichment Supplies 1M7L363NGRJ9	259-5-30-17-610.000 General Supplies	13.62	41337	08/12/22
19815	07/22/22	AMAZON CAPITAL SERVICES Reach Fleming Supplies 1RR6XFMGKGVF	259-5-30-17-610.000 General Supplies	267.36	41337	08/12/22
25370	07/28/22	BOUNCE AROUND VT REACH EES 8/12 7352	259-5-30-17-330.000 Professional Services	343.30	41343	08/12/22
24965	07/25/22	BROWNELL LIBRARY EJRP Replacement Book 072522D	259-5-30-16-610.000 General Supplies	9.00	41345	08/12/22
28130	07/22/22	COLCHESTER PAINTBALL, INC STAR Laser Tag 7/22 2021022	259-5-30-17-580.000 Travel	420.00	41354	08/12/22
29970	07/23/22	EAST COAST ICE CMS 6/22 1005	259-5-30-17-580.000 Travel	153.00	41367	08/12/22
42360	07/29/22	ECHO AT THE LEAHY CENTER CMS 7/29 POS83278	259-5-30-17-580.000 Travel	470.00	41369	08/12/22
20680	08/04/22	EPIC DRIVING LLC Driver's Ed August 222	259-5-30-14-330.000 Professional Services	13950.00	41374	08/12/22
05020	07/29/22	ESSEX JCT CITY OF Community Garden Water 202610161	259-5-30-14-330.000 Professional Services	486.65	41375	08/12/22
04640	07/26/22	FASTENAL INDUSTRIAL & CON Pool First Aid VTBUR311650	259-5-30-11-610.000 General Supplies	4.47	41378	08/12/22
25325	08/04/22	FILLION ASSOCIATES, INC Pool Chemicals 32813	259-5-30-11-431.000 R&M Buildings & Grounds	3463.36	41379	08/12/22
29605	07/26/22	MCCURLEY CHRISTOPHER LEE Summer Youth Basketball L 072622D	259-5-30-14-330.000 Professional Services	865.00	41415	08/12/22
27970	07/31/22	MINI GOLF ON THE GO LLC Discovery Mini Golf 7/31 158	259-5-30-17-330.000 Professional Services	425.00	41416	08/12/22
2900	07/28/22	PALMER LANE MAPLE Camp Field Trips 7/15-27 7371	259-5-30-17-580.000 Travel	1017.00	41426	08/12/22
25640	08/08/22	PELKEY'S ARCHERY INC EJRP Camp 7/25-8/5 220808	259-5-30-14-330.000 Professional Services	2540.00	41427	08/12/22
29425	07/25/22	PERFORMANCE FOOD SERVICE Camp Reach Fleming Snack 698705	259-5-30-17-610.000 General Supplies	133.50	41428	08/12/22
29425	07/25/22	PERFORMANCE FOOD SERVICE Discovery Snack 699761	259-5-30-17-610.000 General Supplies	108.64	41428	08/12/22
29425	07/26/22	PERFORMANCE FOOD SERVICE CMS Snack 700478	259-5-30-17-610.000 General Supplies	250.69	41428	08/12/22
25395	07/25/22	POOL WORLD INC Pool Chemicals 251088	259-5-30-11-431.000 R&M Buildings & Grounds	147.92	41434	08/12/22
23495	07/26/22	STUDENT TRANSPORTATION OF Camp STAR Bus 7/22 70169670	259-5-30-17-580.000 Travel	192.67	41453	08/12/22
23495	07/26/22	STUDENT TRANSPORTATION OF CMS Bus 7/22 70169671	259-5-30-17-580.000 Travel	381.33	41453	08/12/22
23495	07/26/22	STUDENT TRANSPORTATION OF Fleming Reach Bus 7/19-22 70169672	259-5-30-17-580.000 Travel	1102.69	41453	08/12/22
23495	07/26/22	STUDENT TRANSPORTATION OF Reach EES Bus 7/20-22 70169673	259-5-30-17-580.000 Travel	1102.10	41453	08/12/22
23495	07/27/22	STUDENT TRANSPORTATION OF Reach Fleming Bus 7/25 70169700	259-5-30-17-580.000 Travel	338.02	41453	08/12/22

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
23495	STUDENT TRANSPORTATION OF	07/31/22	Discovery Bus 7/22-29 70170575	259-5-30-17-580.000 Travel	1926.40	41453	08/12/22
25940	TEACHING STRATEGIES LLC	07/26/22	EJRP Preschool Gold Bundl Q172341	259-5-30-16-330.000 Professional Services	261.00	41455	08/12/22
03905	THE EDGE	06/27/22	EJRP Tennis Camps July 062722D	259-5-30-14-330.000 Professional Services	2310.00	41457	08/12/22
20340	THE SWIMMING HOLE	07/22/22	Discovery Field Trip 7/22 072222D	259-5-30-17-580.000 Travel	699.00	41458	08/12/22
26795	VERMONT CHALKY PAINT LLC	07/27/22	EJRP Camp WK 1 000002	259-5-30-14-330.000 Professional Services	900.00	41464	08/12/22
26795	VERMONT CHALKY PAINT LLC	08/08/22	EJRP Camp 8/1-5 000003	259-5-30-14-330.000 Professional Services	500.00	41464	08/12/22
23395	VILLAGE HARDWARE - WILLIS	04/20/22	EJ RecParks Garden Suppli 514628	259-5-30-14-610.000 General Supplies	123.96	41466	08/12/22
31370	VT TENT CO INC	06/17/22	CMS Tents - FINAL Payment 8842311	259-5-30-17-330.000 Professional Services	5381.00	41475	08/12/22
07565	W B MASON CO INC	08/03/22	Preschool Supplies 231664073	259-5-30-16-610.000 General Supplies	37.21	41477	08/12/22
29985	WHEELS ON WHEELS BIKE REP	08/08/22	EJRP Bike Repair 19	259-5-30-14-330.000 Professional Services	507.25	41480	08/12/22
Report Total					----- 378133.96 =====		

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Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
V9976	08/01/22	Maint. Contract #2 of 2:	14570	210-5-41-21-400.000 Contracted Services	1860.00	41498	08/19/22
07710	05/03/22	Chain	60632	210-5-25-10-431.000 R&M Buildings & Grounds	23.99	41512	08/19/22
V04609	08/01/22	Adult Collection	1947674	210-5-35-10-640.201 Adult Collection	95.88	41513	08/19/22
12435	08/11/22	DUES	2022001	210-5-25-10-500.000 Training, Conf, Dues	75.00	41514	08/19/22
21210	07/19/22	eye wash and breakroom wa	5116784356	210-5-40-12-610.000 General Supplies	141.10	41516	08/19/22
06955	08/09/22	Presiding officer	20220809	210-5-10-10-820.000 Elections	720.00	41517	08/19/22
25120	01/06/22	December CT billing	363294	210-5-13-10-505.000 Tech. Subs, Licenses	72.00	41518	08/19/22
25120	05/05/22	May CT invoice	372804	210-5-13-10-505.000 Tech. Subs, Licenses	104.00	41518	08/19/22
04940	07/12/22	Tv AND Internet 07/19-08/	0091811 0722	210-5-40-12-600.000 Salt, Sand and Gravel	62.90	41520	08/19/22
04940	07/12/22	Tv AND Internet 07/19-08/	0091811 0722	210-5-40-12-610.000 General Supplies	181.41	41520	08/19/22
04940	08/03/22	Cable TV 8/10-9/9/22	0207722 0822	210-5-25-10-530.000 Communications	19.82	41522	08/19/22
V9941	08/02/22	bamboo aug	01250725L	210-5-10-10-340.000 Technical Services	437.36	41523	08/19/22
V9941	07/26/22	City Mgr Interviews	072622D G	210-5-10-10-330.000 Professional Services	65.96	41523	08/19/22
V9941	08/01/22	City Zoom Acct August	080122DJ	210-5-10-10-330.000 Professional Services	119.00	41523	08/19/22
V9941	08/08/22	staff mtg	080822 N	210-5-10-10-580.000 Travel	27.14	41523	08/19/22
V9941	07/25/22	Adobe Tech Subscription	2225301878E	210-5-10-10-505.000 Tech. Subs, Licenses	14.99	41523	08/19/22
V9941	07/30/22	Adobe JULY 22	2228792224I	210-5-10-10-505.000 Tech. Subs, Licenses	14.99	41523	08/19/22
V9941	07/22/22	Tax Refund	ADB25264706	210-5-10-10-505.000 Tech. Subs, Licenses	-35.99	41523	08/19/22
V9941	07/16/22	FD recorder	AMAZ0809A	210-5-25-10-610.000 General Supplies	25.99	41523	08/19/22
V9941	07/18/22	FD brushes	AMAZ0809B	210-5-25-10-610.000 General Supplies	77.94	41523	08/19/22
V9941	07/24/22	shredder	AMAZ0809D	210-5-41-20-610.000 General Supplies	113.70	41523	08/19/22
V9941	08/04/22	Paint	HD 080422	210-5-25-10-431.000 R&M Buildings & Grounds	53.97	41523	08/19/22
V9941	07/27/22	CM candidate meal	McGillicuddy	210-5-10-10-810.113 Trustee Expenditures	59.87	41523	08/19/22
33075	06/21/22	Village PW PC	10593284528	210-5-40-12-610.000 General Supplies	874.24	41529	08/19/22
25715	07/18/22	Engineering fees for wet	21802 071822	210-1-00-00-130.002 Exchange - Billable	470.34	41531	08/19/22

01:43 pm

Check Warrant Report # 17316 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 08/19/22 To 08/19/22 & Fund 2

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
25715	07/18/22	DONALD L. HAMLIN CONSULT Mainstreet waterline, Eng 21806 0722	210-5-30-12-330.000 Professional Services	3830.43	41531	08/19/22
35260	07/21/22	EAST COAST PRINTERS INC hats 07142257	210-5-40-12-612.000 Uniforms	60.00	41533	08/19/22
05020	07/29/22	ESSEX JCT CITY OF PW Water/Sewer Accts 072922D2	210-5-40-12-410.000 Water and Sewer Charges	810.66	41537	08/19/22
05020	07/29/22	ESSEX JCT CITY OF PW Water/Sewer Accts 072922D2	210-5-40-12-571.000 Streetscape Maintenance	557.96	41537	08/19/22
23000	07/22/22	F W WHITCOMB Shur - Pac- shop 00009156	210-5-40-12-605.000 Summer Construction Suppl	162.23	41540	08/19/22
18000	08/02/22	FERGUSON WATERWORKS #590 ROAD FABRIC 1111342	210-5-40-12-605.000 Summer Construction Suppl	330.00	41542	08/19/22
21835	07/28/22	FIRST NATIONAL BANK OMAHA Costco Purchase 07282022	210-5-25-10-610.000 General Supplies	130.77	41545	08/19/22
34895	08/01/22	GAUTHIER TRUCKING, INC. Barrel On bike Path 12070A	210-5-40-12-425.000 Trash Removal	69.74	41549	08/19/22
34895	08/01/22	GAUTHIER TRUCKING, INC. Rubish Removal 11 Jackson 1653544	210-5-40-12-425.000 Trash Removal	112.68	41549	08/19/22
34895	08/01/22	GAUTHIER TRUCKING, INC. Pearl Street, Main St Mem 1653546	210-5-40-12-425.000 Trash Removal	507.21	41549	08/19/22
04035	07/25/22	GOT THAT RENTAL & SALES I speed Feed 400 Echo 102203	210-5-40-12-610.000 General Supplies	25.99	41551	08/19/22
04035	08/11/22	GOT THAT RENTAL & SALES I Sod Cutter Rental 102858	210-5-30-12-442.000 Rental Vehicles/Equip	187.50	41551	08/19/22
07010	08/09/22	GREEN MOUNTAIN POWER CORP MSP Power July 822 75 Maple	210-5-41-26-622.000 Electricity	215.37	41556	08/19/22
27840	08/18/22	MADISON NATIONAL LIFE INS Sep 22 life City 1513943	210-5-10-10-210.000 Group Insurance	109.80	41568	08/19/22
27840	08/18/22	MADISON NATIONAL LIFE INS Sep 22 life City 1513943	210-5-13-10-210.000 Group Insurance	73.20	41568	08/19/22
27840	08/18/22	MADISON NATIONAL LIFE INS Sep 22 life City 1513943	210-5-40-12-210.000 Group Insurance	86.31	41568	08/19/22
27840	08/18/22	MADISON NATIONAL LIFE INS Sep 22 life City 1513943	210-5-40-13-210.000 Group Insurance	7.32	41568	08/19/22
27840	08/18/22	MADISON NATIONAL LIFE INS Sep 22 life City 1513943	210-5-35-10-210.000 Group Insurance	219.60	41568	08/19/22
27840	08/18/22	MADISON NATIONAL LIFE INS Sep 22 life City 1513943	210-5-16-10-210.000 Group Insurance	73.20	41568	08/19/22
27840	08/18/22	MADISON NATIONAL LIFE INS Sep 22 life City 1513943	210-5-30-10-210.000 Group Insurance	219.60	41568	08/19/22
27840	08/18/22	MADISON NATIONAL LIFE INS Sep 22 life City 1513943	210-5-30-12-210.000 Group Insurance	72.86	41568	08/19/22
V10462	07/31/22	MONAGHAN SAFAR DUCHAM PL July legal City July 2022	210-5-10-10-320.000 Legal Services	1672.50	41573	08/19/22
V10462	07/31/22	MONAGHAN SAFAR DUCHAM PL July legal City July 2022	210-5-10-10-320.000 Legal Services	35.00	41573	08/19/22
V10462	07/31/22	MONAGHAN SAFAR DUCHAM PL July legal City July 2022	210-5-10-10-320.000 Legal Services	70.00	41573	08/19/22
V10462	07/31/22	MONAGHAN SAFAR DUCHAM PL July legal City July 2022	210-5-16-10-320.000 Legal Services	52.50	41573	08/19/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
29675	08/09/22	MURRAY PATRICK ELECTION WORKER 08092022	210-5-10-10-820.000 Elections	104.00	41575	08/19/22
01175	07/29/22	NO STRINGS MARIONETTE CO BL Summer Programming Gra 14622	210-5-90-00-890.000 Federal Grant Expenditure	300.00	41579	08/19/22
24960	08/16/22	NORTHEAST DELTA DENTAL Sep 22 dental City 0816226197	210-5-10-10-210.000 Group Insurance	233.97	41580	08/19/22
24960	08/16/22	NORTHEAST DELTA DENTAL Sep 22 dental City 0816226197	210-5-13-10-210.000 Group Insurance	197.99	41580	08/19/22
24960	08/16/22	NORTHEAST DELTA DENTAL Sep 22 dental City 0816226197	210-5-40-12-210.000 Group Insurance	310.66	41580	08/19/22
24960	08/16/22	NORTHEAST DELTA DENTAL Sep 22 dental City 0816226197	210-5-40-13-210.000 Group Insurance	13.71	41580	08/19/22
24960	08/16/22	NORTHEAST DELTA DENTAL Sep 22 dental City 0816226197	210-5-35-10-210.000 Group Insurance	496.26	41580	08/19/22
24960	08/16/22	NORTHEAST DELTA DENTAL Sep 22 dental City 0816226197	210-5-16-10-210.000 Group Insurance	71.96	41580	08/19/22
24960	08/16/22	NORTHEAST DELTA DENTAL Sep 22 dental City 0816226197	210-5-30-10-210.000 Group Insurance	647.20	41580	08/19/22
24960	08/16/22	NORTHEAST DELTA DENTAL Sep 22 dental City 0816226197	210-5-30-12-210.000 Group Insurance	104.53	41580	08/19/22
V9862	08/11/22	PERCY RENTALS, SALES & SE SPK, BLADE NOTCHED 20.5 () 39331	210-5-40-12-610.000 General Supplies	133.30	41589	08/19/22
25140	08/02/22	PIKE INDUSTRIES INC Asphalt 1194623	210-5-40-12-605.000 Summer Construction Suppl	157.21	41593	08/19/22
25140	08/09/22	PIKE INDUSTRIES INC Asphalt- VT Sale 1196618	210-5-40-12-605.000 Summer Construction Suppl	316.79	41594	08/19/22
37430	07/14/22	R R CHARLEBOIS INC Windsheild in Truck BC02669	210-5-40-12-430.000 R&M Vehicles & Equipment	892.15	41598	08/19/22
18010	08/10/22	REYNOLDS & SON, INC. INSPECTION 3411791	210-5-25-10-431.000 R&M Buildings & Grounds	338.09	41599	08/19/22
17505	08/11/22	SAND HILL SOLAR LLC Village Solar July 22' 244	210-5-41-26-622.000 Electricity	3203.26	41600	08/19/22
17505	08/11/22	SAND HILL SOLAR LLC Village Solar July 22' 244	210-5-41-23-622.000 Electricity	408.81	41600	08/19/22
17505	08/11/22	SAND HILL SOLAR LLC Village Solar July 22' 244	210-5-41-21-622.000 Electricity	994.89	41600	08/19/22
17505	08/11/22	SAND HILL SOLAR LLC Village Solar July 22' 244	210-5-41-22-622.000 Electricity	577.74	41600	08/19/22
17505	08/11/22	SAND HILL SOLAR LLC Village Solar July 22' 244	210-5-41-20-622.000 Electricity	577.74	41600	08/19/22
17505	08/11/22	SAND HILL SOLAR LLC Village Solar July 22' 244	210-5-40-12-622.000 Electricity	1153.52	41600	08/19/22
17505	08/11/22	SAND HILL SOLAR LLC Village Solar July 22' 244	210-5-40-12-622.000 Electricity	283.72	41600	08/19/22
28015	07/27/22	SCICHTANO DALE setup Fee for Beavers 879380	210-5-30-12-330.000 Professional Services	132.60	41601	08/19/22
28015	07/29/22	SCICHTANO DALE skunk removal Shop 879381	210-5-17-10-850.000 Community Events and Cele	120.00	41601	08/19/22
28015	08/04/22	SCICHTANO DALE replacement Cost for Two 879383	210-5-30-12-330.000 Professional Services	72.30	41601	08/19/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
09105	08/09/22	SECURE SHRED EJRP Shredding Service 401064	210-5-30-10-330.000 Professional Services	22.00	41602	08/19/22
29835	08/10/22	SHERWIN-WILLIAMS White paint 5 Gal 33734	210-5-40-12-572.000 Traffic Control	739.50	41605	08/19/22
29835	07/28/22	SHERWIN-WILLIAMS Acetone-5-sw and Glass Be 43645	210-5-40-12-572.000 Traffic Control	649.41	41605	08/19/22
29835	08/01/22	SHERWIN-WILLIAMS Fltr 100 msh ultra, 3 pl 44908	210-5-40-12-610.000 General Supplies	19.91	41605	08/19/22
20865	08/09/22	TOWLE ANN ELECTION WORKER 20220809	210-5-10-10-820.000 Elections	58.50	41614	08/19/22
36130	07/19/22	VERIZON WIRELESS VSAT Verizon ST Dept ONLY 06/2 9911488906	210-5-40-12-530.000 Communications	192.78	41620	08/19/22
07565	08/08/22	W B MASON CO INC Trash Bags 231759565	210-5-30-12-610.000 General Supplies	463.92	41628	08/19/22
V1161	08/19/22	ICMA RETIREMENT TRUST-401 Payroll Transfer PR-08/19/22	210-2-00-00-210.004 Retirement Payable	2258.59	8180146	08/19/22
V1160	08/19/22	ICMA RETIREMENT TRUST-457 Payroll Transfer PR-08/19/22	210-2-00-00-210.004 Retirement Payable	1717.76	8180147	08/19/22
25715	07/18/22	DONALD L. HAMLIN CONSULT Densmore Inspection and t 21804 0722	230-5-40-13-722.801 Densmore Dr non-FEMA	17886.21	41531	08/19/22
25715	07/18/22	DONALD L. HAMLIN CONSULT Brickyard Culvert Waterli 22802 0722	230-5-40-13-895.830 BC2058 Brickyard Culvert	2763.75	41531	08/19/22
V10462	07/31/22	MONAGHAN SAFAR DUCHAM PL July legal City July 2022	230-5-16-10-890.824 Cres. Connector	1405.00	41573	08/19/22
V10462	07/31/22	MONAGHAN SAFAR DUCHAM PL July legal City July 2022	230-5-40-13-895.830 BC2058 Brickyard Culvert	345.00	41573	08/19/22
01050	06/16/22	CREATIVE SOUND INC Sound System 061622D	233-5-00-00-740.006 Pool Improvements	5133.30	41526	08/19/22
05020	07/29/22	ESSEX JCT CITY OF PW Water/Sewer Accts 072922D2	254-5-54-20-410.000 Water and Sewer Charges	40.74	41537	08/19/22
18000	08/02/22	FERGUSON WATERWORKS #590 ULTRA SLEEVE for water br 1109637	254-5-54-20-430.000 R&M Vehicles & Equipment	5716.80	41542	08/19/22
V9454	07/21/22	LENNY'S SHOE & APP Corey Uniform 3446508	254-5-54-20-612.000 Uniforms	319.97	41566	08/19/22
27840	08/18/22	MADISON NATIONAL LIFE INS Sep 22 life City 1513943	254-5-54-20-210.000 Group Insurance	91.50	41568	08/19/22
24960	08/16/22	NORTHEAST DELTA DENTAL Sep 22 dental City 0816226197	254-5-54-20-210.000 Group Insurance	317.51	41580	08/19/22
36130	07/19/22	VERIZON WIRELESS VSAT Verizon ST Dept ONLY 06/2 9911488906	254-5-54-20-530.000 Communications	177.14	41620	08/19/22
23455	08/01/22	CHITTENDEN SOLID WASTE DI Grasslands charge 20226-ESS	255-5-55-30-568.000 Biosolids Subcontractor	10830.70	41515	08/19/22
06870	08/11/22	ENDYNE INC TKN 2208-21420 418786	255-5-55-30-340.000 Technical Services	35.00	41534	08/19/22
05020	07/29/22	ESSEX JCT CITY OF WWTF Multi water/sewer ac 072922D	255-5-55-30-410.000 Water and Sewer Charges	1014.88	41536	08/19/22
V10347	08/02/22	J.C. EHRLICH Pest Control 26081175	255-5-55-30-570.000 Other Purchased Services	79.92	41562	08/19/22
27840	08/18/22	MADISON NATIONAL LIFE INS Sep 22 life City 1513943	255-5-55-30-210.000 Group Insurance	237.90	41568	08/19/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V10462	07/31/22	MONAGHAN SAFAR DUCHAM PL July legal City July 2022	255-5-55-30-320.000 Legal Services	87.50	41573	08/19/22
07495	07/08/22	MUNICIPAL AND CONTRACTOR Repair Nozzle, Travel Fee 2966	255-5-55-30-570.000 Other Purchased Services	340.00	41574	08/19/22
24960	08/16/22	NORTHEAST DELTA DENTAL Sep 22 dental City 0816226197	255-5-55-30-210.000 Group Insurance	444.74	41580	08/19/22
03160	07/25/22	P & H SENESAC INC POLYMER FOR DEWATERING 19932	255-5-55-30-619.000 Chemicals	4554.00	41585	08/19/22
V9260	07/29/22	PENN VALLEY PUMP CO., INC Disc, Int, NEO, 63 Durome 17118	255-5-55-30-570.000 Other Purchased Services	2939.90	41588	08/19/22
29090	07/13/22	SUNBELT RENTALS Drain Snake rented for th 128169623	255-5-55-30-442.000 Rental Vehicles/Equip	57.35	41609	08/19/22
01020	07/31/22	UNIVERSITY OF VT Pilot-Scale PePhlo System GCAS120812	255-5-55-70-722.012 Phlo Final Phase	7103.34	41617	08/19/22
02970	07/14/22	USA BLUE BOOK INC Nitrile Gloves Xlarge 100 044686	255-5-55-30-618.000 Laboratory Supplies	390.64	41618	08/19/22
02970	07/25/22	USA BLUE BOOK INC ashcroft pressure switch 054762	255-5-55-30-570.000 Other Purchased Services	204.95	41618	08/19/22
02970	07/26/22	USA BLUE BOOK INC Mercoid Pressure Controll 056387	255-5-55-30-570.000 Other Purchased Services	846.46	41618	08/19/22
17765	07/27/22	WAITE-HEINDEL ENVIRONMENT TASK 2-22 CAP Preparation 5214	255-5-55-30-568.000 Biosolids Subcontractor	342.50	41629	08/19/22
42625	08/01/22	ALDRICH & ELLIOTT PC Essex Jct PS Upgrades MAP 80749	256-5-56-70-722.005 Maple/River/West St PS	1272.00	41484	08/19/22
V9941	08/01/22	COMMERCIAL CARD SVCS Background Check WWTFNICHIREK	256-5-56-40-330.000 Professional Services	30.00	41523	08/19/22
05020	07/29/22	ESSEX JCT CITY OF WWTF Multi water/sewer ac 072922D	256-5-56-40-410.000 Water and Sewer Charges	113.79	41536	08/19/22
27840	08/18/22	MADISON NATIONAL LIFE INS Sep 22 life City 1513943	256-5-56-40-210.000 Group Insurance	123.08	41568	08/19/22
12235	08/01/22	NEW ENGLAND CENTRAL RAILR ROW 8951 188473	256-5-56-40-441.000 Rental Land/Buildings	1621.57	41578	08/19/22
24960	08/16/22	NORTHEAST DELTA DENTAL Sep 22 dental City 0816226197	256-5-56-40-210.000 Group Insurance	306.14	41580	08/19/22
17505	08/11/22	SAND HILL SOLAR LLC Village Solar July 22' 244	256-5-56-40-434.002 West Street PS Costs	799.00	41600	08/19/22
17505	08/11/22	SAND HILL SOLAR LLC Village Solar July 22' 244	256-5-56-40-434.001 Susie Wilson PS Costs	576.84	41600	08/19/22
17505	08/11/22	SAND HILL SOLAR LLC Village Solar July 22' 244	256-5-56-40-622.000 Electricity	201.57	41600	08/19/22
19815	08/03/22	AMAZON CAPITAL SERVICES Camp STAR Supplies 11D7DY67GGGH	259-5-30-17-610.000 General Supplies	22.98	41486	08/19/22
19815	08/13/22	AMAZON CAPITAL SERVICES Discovery Supplies 1G6PTR9VJCH4	259-5-30-17-610.000 General Supplies	36.07	41486	08/19/22
19815	08/10/22	AMAZON CAPITAL SERVICES CMS Supplies 1HDFV4KR7DN7	259-5-30-17-610.000 General Supplies	12.28	41486	08/19/22
19815	08/13/22	AMAZON CAPITAL SERVICES CMS Supplies 1LG3YXKDHX3N	259-5-30-17-610.000 General Supplies	53.66	41490	08/19/22
19815	08/09/22	AMAZON CAPITAL SERVICES REACH Fleming Supplies 1N7RW9G993F9	259-5-30-15-610.000 General Supplies	31.95	41490	08/19/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	08/14/22	AMAZON CAPITAL SERVICES Dog Days Supplies 1PYYD6PDPMQN	259-5-30-11-610.000 General Supplies	40.91	41490	08/19/22
19815	08/09/22	AMAZON CAPITAL SERVICES RK MSP Supplies 1R6YMVCN6VW1	259-5-30-15-610.000 General Supplies	200.96	41492	08/19/22
19815	08/04/22	AMAZON CAPITAL SERVICES RK Supplies 1V33WC3YMRH7	259-5-30-15-610.000 General Supplies	38.87	41492	08/19/22
19815	08/16/22	AMAZON CAPITAL SERVICES CMS Supplies 1XR VH7HY1MXJ	259-5-30-17-610.000 General Supplies	61.16	41492	08/19/22
42665	08/10/22	AMAZON/SYNCB EJRP Supplies July 432266 822	259-5-30-14-610.000 General Supplies	159.90	41494	08/19/22
42665	08/10/22	AMAZON/SYNCB EJRP Supplies July 432266 822	259-5-30-16-610.000 General Supplies	928.16	41494	08/19/22
30120	06/10/22	ARBORTREK SMUGGLERS' NOTC Camp CIT's 7/15 79	259-5-30-17-580.000 Travel	643.31	41495	08/19/22
30175	08/11/22	AUDETTE AVA Field Hockey Camp 081122D	259-5-30-14-330.000 Professional Services	94.00	41497	08/19/22
07465	08/13/22	BIBENS ACE HARDWARE INC Community Garden Supplies 45422	259-5-30-14-610.000 General Supplies	17.94	41502	08/19/22
25370	08/12/22	BOUNCE AROUND VT Camp REACH 8/12 081222D	259-5-30-17-330.000 Professional Services	305.00	41506	08/19/22
30140	08/11/22	BYRNE ADOWYN Field Hockey Camp 081122D	259-5-30-14-330.000 Professional Services	75.00	41509	08/19/22
30170	08/11/22	CATE QUINN Field Hockey Camp 081122D	259-5-30-14-330.000 Professional Services	94.00	41511	08/19/22
28130	08/08/22	COLCHESTER PAINTBALL, INC EJRP Camp 7/68 2021023	259-5-30-17-580.000 Travel	700.00	41519	08/19/22
V9941	07/27/22	COMMERCIAL CARD SVCS EJRP Pool Supplies 072722D F	259-5-30-11-610.000 General Supplies	80.06	41523	08/19/22
19570	08/17/22	ESSEX PARKS & RECREATION Camp SHP Fees 090229	259-5-30-17-580.000 Travel	324.00	41538	08/19/22
19570	08/15/22	ESSEX PARKS & RECREATION Camp SHP Fees 090231	259-5-30-17-580.000 Travel	1248.00	41538	08/19/22
30190	08/08/22	EXPRESSIVE ARTS BURLINGTO Camp REACH 8/89 1298	259-5-30-17-580.000 Travel	1315.00	41539	08/19/22
29730	08/16/22	HAUN WELDING SUPPLY INC Pool Chemicals 8422732	259-5-30-11-431.000 R&M Buildings & Grounds	213.84	41557	08/19/22
05585	08/09/22	INJURY TO EXCELLANCE / FI Camp Reach 8/24 080922D	259-5-30-17-580.000 Travel	1540.00	41560	08/19/22
25685	08/15/22	LETGO YOUR MIND EJRP Lego Camps 081522D	259-5-30-14-330.000 Professional Services	16550.40	41567	08/19/22
27840	08/18/22	MADISON NATIONAL LIFE INS Sep 22 life City 1513943	259-5-30-15-210.000 Group Insurance	399.71	41568	08/19/22
27840	08/18/22	MADISON NATIONAL LIFE INS Sep 22 life City 1513943	259-5-30-16-210.000 Group Insurance	143.85	41568	08/19/22
22235	08/16/22	MCFARLING, RYAN J Mountain Bike Camp Week 2 081622D	259-5-30-14-330.000 Professional Services	735.00	41571	08/19/22
01175	07/29/22	NO STRINGS MARIONETTE CO BL Summer Programming Gra 14622	259-5-30-14-330.000 Professional Services	300.00	41579	08/19/22
24960	08/16/22	NORTHEAST DELTA DENTAL Sep 22 dental City 0816226197	259-5-30-15-210.000 Group Insurance	395.78	41580	08/19/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24960	08/16/22	NORTHEAST DELTA DENTAL Sep 22 dental City 0816226197	259-5-30-16-210.000 Group Insurance	363.40	41580	08/19/22
25640	08/10/22	PELKEY'S ARCHERY INC EJRP Targets 8312	259-5-30-14-330.000 Professional Services	139.96	41587	08/19/22
29425	07/27/22	PERFORMANCE FOOD SERVICE RK Snack Credit 701922	259-5-30-17-610.000 General Supplies	-4.00	41590	08/19/22
29425	08/08/22	PERFORMANCE FOOD SERVICE CMS Snack 707536	259-5-30-17-610.000 General Supplies	170.54	41590	08/19/22
29425	08/09/22	PERFORMANCE FOOD SERVICE Camp Snack 707606	259-5-30-17-610.000 General Supplies	47.47	41590	08/19/22
29425	08/11/22	PERFORMANCE FOOD SERVICE CMS Snack 709171	259-5-30-17-610.000 General Supplies	38.81	41590	08/19/22
29425	08/15/22	PERFORMANCE FOOD SERVICE Camp Discovery Snack 710426	259-5-30-17-610.000 General Supplies	109.03	41590	08/19/22
30165	08/11/22	PIERCE ASA SUSAN Field Hockey Camp 081122D	259-5-30-14-330.000 Professional Services	94.00	41592	08/19/22
29920	08/16/22	QUINLAN KIMBERLY Mountain Bike Camp Wk2 081622D	259-5-30-14-330.000 Professional Services	294.00	41597	08/19/22
14160	07/26/22	SHELBURNE MUSEUM Camp Reach 7/26 1358	259-5-30-17-580.000 Travel	510.00	41604	08/19/22
19295	08/16/22	SOLO WFA 10/15-16 Deposit 0816227	259-5-30-14-330.000 Professional Services	800.00	41606	08/19/22
30180	08/11/22	SOULIA LAUREN Field Hockey Camp 081122D	259-5-30-14-330.000 Professional Services	94.00	41607	08/19/22
23495	07/31/22	STUDENT TRANSPORTATION OF Reach Bus 7/26-27 70170574	259-5-30-17-580.000 Travel	811.25	41608	08/19/22
23495	07/31/22	STUDENT TRANSPORTATION OF Reach Bus 7/28 70170577	259-5-30-17-580.000 Travel	440.58	41608	08/19/22
23495	08/04/22	STUDENT TRANSPORTATION OF Reach Bus 8/1 70171049	259-5-30-17-580.000 Travel	353.23	41608	08/19/22
23495	08/04/22	STUDENT TRANSPORTATION OF Reach Bus 8/2 70171066	259-5-30-17-580.000 Travel	187.12	41608	08/19/22
23495	08/15/22	STUDENT TRANSPORTATION OF STAR Bus 8/5 70171537	259-5-30-17-580.000 Travel	405.56	41608	08/19/22
23495	08/15/22	STUDENT TRANSPORTATION OF CMS Bus 8/5-12 70171540	259-5-30-17-580.000 Travel	1457.57	41608	08/19/22
26190	08/16/22	SWANK MOTION PICTURES INC Movie Nights 9/917 1926822	259-5-30-14-330.000 Professional Services	990.00	41612	08/19/22
27815	08/01/22	THE ICE CENTER CMS Trip 7/8 EZF249	259-5-30-17-580.000 Travel	220.00	41613	08/19/22
27815	08/01/22	THE ICE CENTER Camp STAR Field Trip 7/29 EZF250	259-5-30-17-580.000 Travel	440.00	41613	08/19/22
26445	08/12/22	TUDOR CHRISTOPHER L Pickleball Clinics 081222D	259-5-30-14-330.000 Professional Services	1440.00	41615	08/19/22
26795	08/14/22	VERMONT CHALKY PAINT LLC EJRP Camp Week 3 000004	259-5-30-14-330.000 Professional Services	700.00	41621	08/19/22
26795	08/15/22	VERMONT CHALKY PAINT LLC EJRP Week 3 Addition 000005	259-5-30-14-330.000 Professional Services	100.00	41621	08/19/22
25315	08/11/22	VESPA'S PIZZA PASTA & DEL Camp Staff Celebration 081122D	259-5-30-17-610.000 General Supplies	118.00	41622	08/19/22

08/19/22

Town of Essex Accounts Payable

01:43 pm

Check Warrant Report # 17316 Current Prior Next FY Invoices For Fund (GENERAL FUND)

HPackard

For Check Acct 01 (GENERAL FUND) All check #s 08/19/22 To 08/19/22 & Fund 2

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25315	VESPA'S PIZZA PASTA & DEL	08/12/22	Camp Reach Celebration 081222D	259-5-30-17-610.000 General Supplies	126.00	41622	08/19/22
38200	VT RECREATION & PARKS ASS	08/08/22	EJRP St J Track Meet 080822D	259-5-30-14-330.000 Professional Services	252.00	41627	08/19/22
Report Total					139543.80		

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**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING
MINUTES OF MEETING
August 10, 2022**

COUNCILORS 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: Paul Bohne (Green Mountain Transit), Bob Burrows, Annie Cooper, Jacob Law, Regina Mahoney (Chittenden County Regional Planning Commission), Deb McAdoo, Maggie Massey, Jon Moore (Green Mountain Transit), Mike Plageman, Mike Thorne, Nick Warner (Winooski Valley Parks District), Bridget, Heidi

1. **CALL TO ORDER**

Andrew Brown called the meeting to order at 6:30 P.M.

2. **AGENDA ADDITIONS/CHANGES**

None.

3. **APPROVE AGENDA**

No changes, thus no approval required.

4. **PUBLIC TO BE HEARD**

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

Ms. McAdoo expressed concern about the noise at last week's car show. She encouraged the Council to refrain from renewing the event's approval. She also said that trash pick-up has been occurring at 5 AM on Mondays and Thursdays, and that the noise is concerning as well.

5. **BUSINESS ITEMS**

a. **Consider resolution of appreciation for the City Manager Recruitment and Hiring Planning Committees**

Mr. Luck summarized the work of both committees, and said that all volunteers have worked very hard on this process. Mr. Brown lauded the efforts of the committees, as well as Councilors Mr. Tyler and Ms. Thibeault who also participated in the process.

Motion by RAJ CHAWLA, second by GEORGE TYLER that we approve the following resolution for the members of the City Manager Recruitment and Hiring Committees, which reads as follows:

WHEREAS The City of Essex Junction charter was overwhelmingly approved by voters in November 2021 and it was clear that the City endeavored to be independent and have its own management;

WHEREAS The Village Trustees in January 2022 expressed an interest in involving the citizenry in the planning process to recruit and hire the first every city manager for the City of Essex Junction and;

WHEREAS The Trustees advertised for community volunteers to fill the roles for the recruitment and hiring of our first manager and eleven members of the community applied;

51 **WHEREAS The Trustees decided to include all of the interested community volunteers and thus**
52 **appointed two separate committees – a recruitment planning committee and hiring planning committee**
53 **and;**

54
55 **WHEREAS Both committees began their work in March and concluded by June 2022, they successfully**
56 **designed a plan for the recruitment and hiring of our first manager;**

57
58 **WHEREAS Their efforts lead to 22 applicants from 19 paid advertisements and the outreach to 15**
59 **organizations, whereby 12 applicants were from Vermont and 10 from other states, 8 who most recently**
60 **were municipal administrators, and 14 who were most recently from other related positions;**

61
62 **WHEREAS That led to 6 interviews, 2 finalists, and ultimately the final selection of Regina Mahony by**
63 **the City Council as the first City Manager of the City of Essex Junction, Vermont’s 10th City;**

64
65 **NOW, THEREFORE BE IT RESOLVED**

66 **On this day, Wednesday, August 10, 2022, the Essex Junction City Council expresses its appreciation**
67 **to: Bridget Meyer, Gabrielle Stevenson, Maggie Massey, Mary Moyer, Mike Plageman, Mike Thorne,**
68 **Christina Papadopoulos, Jacob Law, Jeetan Khadka, and John Wermer; For your efforts in the City**
69 **Manager Recruitment and Hiring Planning Committees that resulted in the hiring of our first ever City**
70 **Manager. We thank you for your time and service to our community.**

71
72 **The motion passed 5-0.**

73
74 **b. Discuss ballot item to join Green Mountain Transit**

75 Mr. Moore introduced himself as the Executive Director of Green Mountain Transit (GMT), and Paul Bohne
76 as the Essex member of the GMT Board of Commissioners. Mr. Moore provided an overview of GMT,
77 ridership data and revenue sources. He detailed the services GMT provides to Essex, and said that the Essex
78 Junction #2 bus has the second-highest ridership of all routes. GMT provides complimentary ADA transit
79 service, as well as provide funding assistance for the Essex senior van. Mr. Moore brought up concerns
80 regarding cost pressures and the ridership levels. Previously, Essex Junction was included as a part of GMT
81 via the Town of Essex’s membership. The City of Essex Junction could vote to become a member as soon as
82 fiscal year 2024 via a community vote. Essex Junction’s estimated projected assessment would be \$262,500,
83 and final numbers will be available in January of 2022. This figure includes both the fixed route and ADA
84 services. Mr. Tyler said that while this may seem like a tax increase for Essex Junction, it is smaller than it
85 looks due to the fact that Essex Junction was previously paying for some of these funds via the Town of Essex.

86
87 Mr. Moore said that GMT was working on fleet electrification, a transit funding study to maximize federal
88 funds and create more sustainable revenue, and said that micro-transit is being beta tested in Montpelier. Mr.
89 Chawla suggested including the new Community Health Center office on Main Street on the bus route. Mr.
90 Kerin asked if large events, such as the Champlain Valley Fair, changed the bus schedule, Mr. Moore said no.
91 Ms. Thibeault asked what would happen if the City of Essex Junction chose to vote down membership, Mr.
92 Moore said that there were some options including the discontinuing of bus service or a potential service
93 agreement. Mr. Brown asked about the potential of continuing fare-free operations indefinitely, Mr. Moore
94 said that this is being looked into.

95
96 **c. Discuss ballot item to join the Winooski Valley Park District**

97 Mr. Warner introduced himself as the Executive Director as the Winooski Valley Park District (WVPD). He
98 gave an overview of the WVPD, goals, and governance structure. The WVPD works with a variety of

99 volunteer groups in order to maintain the parks, as well as providing fee for service maintenance for
100 municipally-owned property. He explained plans to create a new park and conserved area off of 2A in
101 Williston, as well as describing an existing property in at Woodside Park in Essex. Mr. Warner showed
102 revenue and fundraising information. He hopes to have Essex Junction join the WVPD, and have an additional
103 member to represent the City on the Board of Trustees. Mr. Warner said that he estimates that it will cost the
104 City of Essex Junction around \$25,000 to become a member of the WVPD, and explained the calculation for
105 such.

106
107 Ms. Thibeault asked about the implications should Essex Junction not vote to join the WVPD. Mr. Warner
108 said that the cost would be redistributed among member towns. Mr. Luck said that City residents have been
109 members of the WVPD, and paying for such, through Town taxes, for many years.

110
111 **d. Discuss ballot item to join the Chittenden County Communications Union District**

112 Ms. Mahoney, Chittenden County Regional Planning Commission (CCRPC) Planning Program Manager,
113 said that the CCRPC has been cordoning efforts to expand high-quality, high-speed internet across the region.
114 Creating a Communications Union District will allow the CCRPC to access funds for this goal. She said that
115 many providers are interested in providing fiber to the Chittenden County area, however they are unlikely to
116 wish to communicate directly with municipalities. Joining the Communications Union District would allow
117 Essex Junction to have a voice at the table with other area communities.

118
119 Mr. Chawla asked for a further definition of “adequate broadband” and asked if the low number of homes
120 without this in Essex Junction would make it less likely to be served. Ms. Mahoney there are very few homes
121 in Essex Junction that are classified as not having “adequate broadband” said that the ultimate goal is to create
122 more competition for providers. Unserved and underserved homes are the only ones who can be served with
123 public dollars, however the only way to get to them is to overbuild the cable areas, which would benefit all
124 and offer a fiber option. Mr. Chawla said that he would be interested to see if wireless connectivity for the
125 community could be a possibility. Ms. Mahoney said that there had been a grant for this in previous years,
126 however the mountainous nature of the state made this difficult. Mr. Tyler said that the Village had previously
127 partnered with the school district to see if internet could be offered as a utility. Ms. Mahoney said that a lack
128 of internet is concerning for educational purposes. Ms. Mahoney said that other communications district can
129 serve as an “anchor tenant” for large fiber companies, which could serve to bring the price point down.

130
131 **e. Discuss ballot item to sell alcohol in the City of Essex Junction**

132 Mr. Luck said that all liquor licenses have been issued by the Town of Essex, and thus will need to vote to
133 formally allow the sale of liquor within City limits.

134
135 **f. Consider approval of November ballot articles**

136 Mr. Luck said that this is the opportunity to vote to include all of the discussed items on the ballot.

137
138 **Motion by RAJ CHAWLA, seconded by DAN KERIN to approve the ballot articles for the November**
139 **2022 election as presented. Motion passed 5-0.**

140
141 **g. Discuss update regarding retail cannabis sales**

142 Mr. Chawla provided an update on the work that the cannabis working group has been doing. He said that
143 they have recommended that cannabis sales be allowed in two districts on Pearl Street. Cultivation can occur
144 in the planned agricultural district. Space is allocated for cultivation, and tier one processing is also allowed
145 with a valid home occupation. The state cannabis licensing board may be issuing licenses starting on October
146 1. Since the Board is considering amendments to the Land Development Code, any application that comes in

could be considered under both editions. Mr. Chawla looked at the public hearing chart, and said that he does not believe that a special meeting would be required to consider these issues.

The Council reviewed proposed changes to the document, as well as discussed possible wastewater and odor impacts. Mr. Chawla noted that Essex Junction already has an existing cultivator, prior to the Board's decision to establish a Cannabis Control Board. Mr. Kerin said that he is interested in hearing what other communities in the area are doing to mitigate the impact of cannabis on wastewater and stormwater.

h. Consider approval of Planning Commission updates to the Land Development Code and warning a public hearing

Ms. Mahoney said that the Planning Commission has been working on making updates and changes to the Land Development Code (LDC). These are mainly intended to: align with the Comprehensive Plan and Design Five Corners Plan, address the housing shortage, include stormwater management, address state statute changes, and include of cannabis businesses. Other minor changes and reducing redundancies are also included. The Planning Commission is proposing an expansion of development and historical review in the more developed areas of the Junction. Changes have been made to the accessory dwelling unit regulations, as well as some density increases in multi-family residential districts. Duplexes and triplexes will also be allowed in the Residential 1 and Residential 2 districts and reduced parking requirements are included. Ms. Mahoney said that the City Council needs to formally receive the amendments, and then schedule public hearings should they wish to do that.

Mr. Brown said that this new regulations will allow duplexes and triplexes in most of the City. Ms. Mahoney said that the style of these homes must still match a single-family home. Mr. Brown said that this is something that he would like to receive public input on, and make the community aware of. Mr. Chawla suggested adding in more information on what type of changes would occur with public warnings in order to better inform the community. Ms. Mahoney discussed the Housing Commission's input on this process, namely their interest in inclusionary zoning. This will be further discussed. Mr. Chawla said that he believes that most of the bike/pedestrian amenity regulations are more applicable to larger employers than smaller employers. Ms. Mahoney said that the City Council can make changes prior to or after a public hearing. Ms. Thibeault requested that the cannabis changes be moved through without committing on the rest of the changes, as she would like more time to review the document. All agreed.

RAJ CHAWLA made a motion, seconded by GEORGE TYLER that the proposed cannabis related Land Development Code updates as presented and approved by the Planning Commission. Motion passed 5-0.

RAJ CHAWLA made a motion, seconded by GEORGE TYLER, to hold a public hearing on the cannabis related Land Development Code updates on August 31, 2022. Motion passed 5-0.

6. CONSENT AGENDA

RAJ CHAWLA made a motion, seconded by GEORGE TYLER to approve the consent agenda. Motion passed 5-0.

a. Approve Check Warrants: #17312 (07/22/2022); #17313 (07/29/2022); #17314 (08/05/2022)

b. Approve Minutes: July 26, 2022; July 27, 2022; August 3, 2022

c. Approve Street Banner Applications: Champlain Valley Fair, National Street Rod Association Northeast, Wag It Forward: A Festival for Pets, and Champlain Valley Craft Fair and Antique Expo

195 7. READING FILE

196 a. Article: “2021 report shows more diversity but persistent inequities in Chittenden County”

197 b. Cannabis Cultivation-High Strength Waste impact on wastewater facility

198 c. Board Member Comments: Mr. Kerin informed the Council of the death of Leo Lalancette, a WWII
199 veteran living in Essex Junction.

200
201 8. ADJOURN

202 DAN KERIN made a motion, seconded by RAJ CHAWLA, to adjourn the meeting. The motion passed
203 5-0 at 8:30 PM.

204
205 Respectfully Submitted,

206 Darby Mayville

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**CITY OF ESSEX JUNCTION
CITY COUNCIL
REMOTE SPECIAL MEETING
MINUTES OF MEETING
AUGUST 18, 2022**

COUNCILORS PRESENT: Andrew Brown, President; Raj Chawla, Vice President; Amber Thibeault, George Tyler.

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

OTHERS PRESENT: Michael Blood, Corey Giles

1. **CALL TO ORDER**

Andrew Brown called the meeting to order at 5:30 P.M.

2. **AGENDA ADDITIONS/CHANGES**

None.

3. **APPROVE AGENDA**

No changes, thus approval not required.

4. **PUBLIC TO BE HEARD**

a. Comments from public on items not on the agenda

None.

5. **BUSINESS ITEMS**

a. **Consider changing the warning for a public hearing on land development code updates related to cannabis**

Mr. Luck said that, due to requirements for publication of an advertisement for the public hearing, the date of the hearing must change. He suggested a variety of dates, and said that if it is discussed on September 14 it can be a part of a regular meeting. The regulations that are in place are when the hearing is advertised are the regulations that cannabis applications will be subject to.

RAJ CHAWLA made a motion, seconded by DAN KERIN to move to move our previously warned public hearing on the cannabis related Land Development Code updates from August 31 to September 14, 2022. The motion passed 5-0.

The City Council discussed meeting dates, and the possibility of canceling the August 31 meeting.

6. **ADJOURN**

RAJ CHAWLA made a motion, seconded by AMBER THIBEAULT, to adjourn the meeting. The motion passed 5-0 at 5:42 PM.

Respectfully Submitted,
Darby Mayville

Memo

To: Essex Junction City Council

From: Brad Luck, Interim Co-Manager

Meeting Date: August 31, 2022

Agenda Item: 6c. Power of Attorney

Issue

Here is the note from Claudine:

“The Attorney representing UVM, Shannon Vittengl, who is working on processing Jim’s (Jutras) invention with the US PTO is asking that this be signed by the City so that she can represent both parties before the PTO in the application.

I have reviewed this and it is a standard form that I don’t have any specific issues with.”

Discussion

None.

Cost

N/A.

Recommendation

It is recommended the Council authorize the board president to sign the document.

Recommended Motion

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

“I move that we authorize the board president to sign the Power of Attorney by Applicant form as presented.”

Attachments

- Power of Attorney by Applicant form

Under the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number

POWER OF ATTORNEY BY APPLICANT

I hereby revoke all previous powers of attorney given in the application identified in either the attached transmittal letter or the boxes below.

Table with 2 columns: Application Number, Filing Date

(Note: The boxes above may be left blank if information is provided on form PTO/AIA/82A.)

I hereby appoint the Patent Practitioner(s) associated with the following Customer Number as my/our attorney(s) or agent(s), and to transact all business in the United States Patent and Trademark Office connected therewith for the application referenced in the attached transmittal letter (form PTO/AIA/82A) or identified above:

OR

I hereby appoint Practitioner(s) named in the attached list (form PTO/AIA/82C) as my/our attorney(s) or agent(s), and to transact all business in the United States Patent and Trademark Office connected therewith for the patent application referenced in the attached transmittal letter (form PTO/AIA/82A) or identified above. (Note: Complete form PTO/AIA/82C.)

Please recognize or change the correspondence address for the application identified in the attached transmittal letter or the boxes above to:

The address associated with the above-mentioned Customer Number

OR

The address associated with Customer Number:

OR

Form with fields: Firm or Individual Name, Address, City, State, Zip, Country, Telephone, Email

I am the Applicant (if the Applicant is a juristic entity, list the Applicant name in the box):

Empty box for Applicant name

Inventor or Joint Inventor (title not required below)

Legal Representative of a Deceased or Legally Incapacitated Inventor (title not required below)

Assignee or Person to Whom the Inventor is Under an Obligation to Assign (provide signer's title if applicant is a juristic entity)

Person Who Otherwise Shows Sufficient Proprietary Interest (e.g., a petition under 37 CFR 1.46(b)(2) was granted in the application or is concurrently being filed with this document) (provide signer's title if applicant is a juristic entity)

SIGNATURE of Applicant for Patent

The undersigned (whose title is supplied below) is authorized to act on behalf of the applicant (e.g., where the applicant is a juristic entity).

Form with fields: Signature, Date (Optional), Name, Title

NOTE: Signature - This form must be signed by the applicant in accordance with 37 CFR 1.33. See 37 CFR 1.4 for signature requirements and certifications. If more than one applicant, use multiple forms.

Total of forms are submitted.

VILLAGE OF ESSEX JUNCTION

APPLICATION TO CLOSE OR OBSTRUCT A STREET

I/we hereby make application, as required by the Village of Essex Junction, Vermont, to close or obstruct a Village street.

CONDITIONS:

- 1. On the attached form, provide unanimous consent signatures of the households and businesses that abut the section of street to be closed or obstructed. Return the signature form with your completed application to the Village Office, 2 Lincoln Street, Essex Junction, VT 05452.
2. Work with the Public Works Director (878-6942 or 878-6944) to obtain road signs to warn drivers of road closing. The applicant will be responsible for picking up the signs from the Public Works garage, erecting the signs and returning them to the Public Works garage in a timely manner.
3. Maintain a twelve foot clear road in the center of the street in case of emergency.
4. Remove any obstructions immediately if emergency vehicles need to use the street.

Street(s) section to be closed: Pleasant from East to Park

Purpose: Block Party

Date: Sept 17, 2022 Hours: 4 pm to 7 pm

rain date Sept 18, 2022

Name (please print): Bridget Meyer Address: 28 Pleasant

Signature: Bridget Meyer Phone #: 802 879 5409 daytime 879 5409 evening

FOR COMPLETION BY VILLAGE STAFF

The following have been contacted by Village Staff and advised of this event.

Police Dept. Yes [checked] Date: Aug 23, 2022 Fire Dept. Yes [checked] Date: Aug 23, 2022

Comments: Comments:

Application approved by the Board of Trustees on (date):

policy\close or obstruct street

8/6/2003

Memo

To: Essex Junction City Council

From: Brad Luck, Interim Co-Manager

Meeting Date: August 31, 2022

Agenda Item: Becoming a member municipality of IDEAL Vermont

Issue

The letter and flyer from the Executive Director of Racial Equity for the State of Vermont is attached asking Essex Junction if we want to become a member municipality of the IDEAL (Inclusion, Diversity, Equity, Action, and Leadership) Vermont initiative.

Discussion

The principles for which IDEAL Vermont stands for are consistent with the Council's previous conversations and votes to support diversity, equity, and inclusion work. Joining this movement will provide the City with partners, resources, technical assistance, and access to grant funds.

Cost

None.

Recommendation

It is recommended the City of Essex Junction become a member municipality of IDEAL Vermont.

Recommended Motion

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

"I move that the City of Essex Junction become a member municipality of IDEAL Vermont."

Attachments

- IDEAL Vermont letter & flyer

State of Vermont
Agency of Administration
Office of the Secretary
Pavilion Office Building
109 State Street, 5th Floor
Montpelier, VT 05609-0201
www.aoa.vermont.gov

[phone] 802-828-3322
[fax] 802-828-2428

Kristin L. Clouser, Secretary

Monday August 08, 2022

SENT VIA E-MAIL AND POST

Andrew Brown
Essex Junction City Council President
2 Lincoln Street
Essex Junction, VT 05452

Dear Andrew,

As we transition from such an eventful and uncertain last few years, the demand for meaningful, lasting change is stronger than ever. To meet that demand and continue moving Vermont forward, the state is launching a new initiative called **IDEAL Vermont** and we are writing to invite Essex Junction to consider its readiness to join the inaugural cohort.

IDEAL Vermont stands for something—and so do its members. “IDEAL” stands for Inclusion, Diversity, Equity, Action, and Leadership. This initiative creates a coalition of Vermont municipalities dedicated to advancing racial and other forms of equity across the state through shared learning and tangible actions. It fosters coordination to multiply, amplify, and build synergy across the state. Essex Junction has been identified for this opportunity because it has demonstrated a willingness to confront and overcome inequity, including racial/ethnic inequity, through actions such as the adoption of the Declaration of Inclusion and membership on the VLCT's Equity Committee.

As you know, the movement for justice is sweeping the globe—natural disasters, justice reform, re-envisioning workplaces, student success in schools, placemaking and community-building... Inequity intensifies all these challenges and creates heightened urgency for collaboration and unified action. Clearly there is no time to lose. Local, state, federal, and community leaders across Vermont have worked hard in recent years to increase awareness and enact policy to make Vermont more equitable for all. In some parts of the state, these efforts have been met with resistance and even violence. In others, leaders and residents have stepped up in recognition of the myriad benefits and moral imperatives of pursuing more equity. This is why we are going all-in on IDEAL Vermont—it holds the promise of unique collaboration across municipalities and counties to harness the transformative energy that is already building throughout our state.

Part of this transformative energy comes is driven by our partners, who have committed to embedding equity and inclusion in their internal policies and their external programs. Those key partners include Vermont League of Cities & Towns, Vermont Community Foundation, Abundant Sun, and Vermont Council on Rural Development.

The official launch date for IDEAL Vermont is October 26th. On this day, we will hold a convening to bring the member municipalities together. At this convening, we will review the initiative's objectives, identify resources, and develop concrete action steps for municipalities to take. After that, municipalities will engage in regular in-person convenings throughout the year to share progress, troubleshoot issues, learn more about equity work, and offer mutual support. In addition to the regular convenings, municipalities will have access to a resource library to guide their work and technical assistance from relevant state agencies. Member municipalities will also be eligible to apply for small grants of up to \$10,000 each year.

We are hopeful that Essex Junction will join in this impactful and necessary work. Please reply to this invitation no later than Monday September 12th. I have enclosed a factsheet with more information about the initiative and will make myself available to discuss the program with you or other Essex Junction leaders as you consider this opportunity.

Sincerely,



Xusana R. Davis, Esq.
Executive Director Racial Equity
State of Vermont
Xusana.Davis@vermont.gov

IDEAL Vermont is a coalition of Vermont municipalities dedicated to advancing racial and other forms of equity across the state through shared learning and tangible action.



Stowe // Photo credit Jeffrey Clayton

Supporters + Partners

Equity is everyone's job, and each of us plays a role in shaping it. Many community organizations, state agencies, and advocates have inspired and amplified IDEAL Vermont. We are grateful for their contributions, and especially to these key partners who provide core elements of the initiative, including grants and education.

- Vermont Community Foundation
- Vermont League of Cities and Towns
- Vermont Declaration of Inclusion
- Abundant Sun

Advancing equity at the local level



Vermont's communities become more diverse every day. As part of this growth, municipalities around the state and the country are recognizing the need to prioritize equity and social justice. Already, dozens of Vermont's communities have taken steps to be more inclusive.



15

municipalities represented on the Equity Committee of the VT League of Cities & Towns

20

VT school districts known to have an Equity Coordinator role as of school year '21-'22

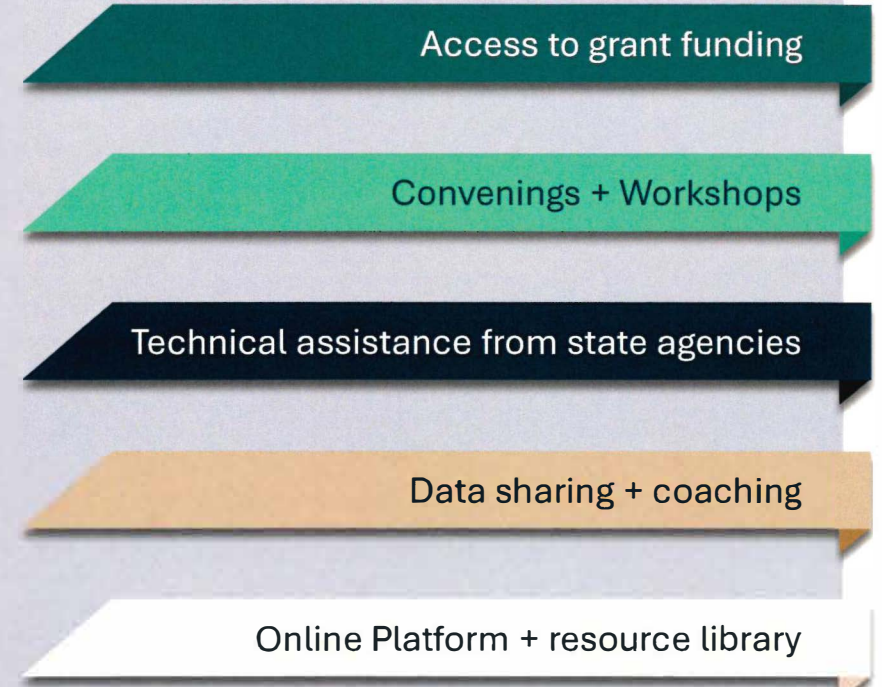
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municipalities that have adopted a Declaration of Inclusion as of July '22

IDEAL VERMONT WAS CREATED TO BRIDGE THE EFFORTS OF INDIVIDUAL TOWNS AND COUNTIES ACROSS THE STATE TO BUILD COHESION, MOTIVATION, AND SUCCESS.

LEARNING TOPICS WILL INCLUDE

- foundations of racial equity
- tourism
- MWBEs
- housing
- health equity
- anti-bias policy
- school curriculum
- fair and impartial policing
- data, planning, strategy
- environmental justice



Guided by a multi-disciplinary team of state agencies, IDEAL Vermont helps local leaders advance equity in their communities through workshops, technical assistance, grant opportunities, and facilitated spaces to share with and learn from peers around the state.

Join Us

The initiative unifies, educates, and empowers counties and municipalities that are committed to making Vermont more inclusive and more equitable. Member municipalities hold themselves to a high standard of good governance, and are willing to learn and un-learn the practices that can make or break an equitable society.

Your town may be a candidate if it can deliver

- Commitment from the local executive
- Commitment from the local rulemaking body
- Regular, active engagement in IDEAL activities
- Tangible action steps and investment

Memo

To: Essex Junction City Council

From: Brad Luck, Interim Co-Manager

Meeting Date: August 31, 2022

Agenda Item: 6f. Intent to terminate Consolidation of Public Works Services Agreement

Issue

In January 2015, the Village and Town signed an agreement for the consolidation of public works services and in July 2018, that agreement was extended and amended with no termination date. Given our City status, we do not have a desire to consolidate public works services any longer and should terminate the agreement.

Discussion

The agreement can be terminated by the City or Town by informing the other party by October 1 of an intent to terminate the agreement, and the termination shall take effect on July 1 of the following year.

Cost

None.

Recommendation

It is recommended that the Council authorize the board president to sign a letter of intent to terminate the public works services agreements with the Town of Essex.

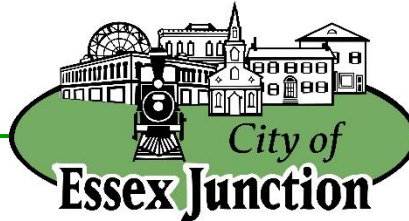
Recommended Motion

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

“I move that we authorize the board president to sign a letter of intent to terminate the public works services agreements with the Town of Essex.”

Attachments

- Memorandum of Agreement Between Town of Essex and Village of Essex Junction re: Consolidation of Public Works Services (January 2015)
- Amendment Number One to the Memorandum of Agreement Between Town of Essex and Village of Essex Junction re: Consolidation of Public Works Services (July 2018)
- Intent to Terminate Letter



August 27, 2022

Dear Town of Essex Selectboard,

Please accept this letter as notice of intent to cancel the following two agreements:

- Memorandum of Agreement Between Town of Essex and Village of Essex Junction re: Consolidation of Public Works Services (January 2015)
- Amendment Number One to the Memorandum of Agreement Between Town of Essex and Village of Essex Junction re: Consolidation of Public Works Services (July 2018)

Given our new status as a city, we no longer desire to consolidate public works services.

As per the agreement, this cancellation notice is being presented prior to October 1 and thus shall take effect July 1, 2023.

Sincerely,

Andrew Brown
Essex Junction City Council President



TOWN OF ESSEX VERMONT

MEMORANDUM OF AGREEMENT BETWEEN TOWN OF ESSEX AND VILLAGE OF ESSEX JUNCTION RE: CONSOLIDATION OF PUBLIC WORKS SERVICES

This Memorandum of Agreement (Agreement) is entered into this 13th day of January 2015, by and between the Town of Essex ("Town") and the Village of Essex Junction ("Village").

WITNESSETH:

WHEREAS, the Town and Village continue to work cooperatively on a shared services model to improve the delivery of services for the mutual benefit of the residents of the Town and Village; and

WHEREAS, pursuant to this model, a shared "Municipal Manager" is in place, tax billing and collections for the Town and Village have been unified, and a storm water permitting and management services agreement has been approved; and

WHEREAS, the Village and Town now propose the incremental development of a combined public works department for the management of highway and engineering functions as well as any other public works-related functions as may be mutually agreed upon by the Town and the Village; and

WHEREAS, the incremental development of combining public works departments is necessary due to the relative cost impacts of consolidation to each municipality, presently-undefined cost savings that may be achieved from consolidation, and the lack of required staffing within the existing Town public works department to provide the full range of services under consolidation within the first year of this Agreement; and

WHEREAS, section 4901 of Title 24, Vermont Statutes Annotated, allows a municipality to contract with another municipality to perform any governmental service, activity or undertaking which each municipality is authorized by law to perform, provided the legislative body of each municipality approves the contract and the expenses for such governmental service is included in a municipal budget approved under 17 V.S.A. § 2664 or comparable charter provision; and

WHEREAS, the Village and the Town desire to continue their coordinated efforts with respect to shared services by creating one cost center within the Town's annual budget for a portion of the Village's public works functions, and to continue studying the consolidation of those functions;

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto agree as follows:

1. **Term:** This Agreement shall be effective upon execution, and shall continue in effect for the three (3) fiscal years ending ("FYE") June 30, 2016, 2017 and 2018 ("Term").
2. **Village Highway Budget:** On or before January 15, 2015, and by January 15th of each year thereafter during the Term of this Agreement, the Village Board of Trustees shall prepare and provide the Town Selectboard with a "Village Highway Budget" for its consideration and consolidation within the Town's Highway Budget, which is a component part of the Town's General Fund Budget. Except as set forth in section 3 below, the Village Highway Budget shall consist of items previously identified within the Village's "Street Department Budget" including, without limitation, all salaries and benefits of Village employees within its highway department. During the Term of this Agreement, the Village shall not

increase the annual Village Highway Budget as defined herein by more than six percent (6%) over the previous year's budget amount without agreement of the Town Selectboard.

3. **Exclusions from Village Highway Budget:** Unless otherwise agreed by the Town and Village, the Village Highway Budget submitted by the Village Board of Trustees for inclusion in the Town budget shall not include funds for capital project paving or equipment replacement, which shall continue to be a Village expense separate and apart from the Village Highway Budget. The Village Highway Budget also shall not include any storm water permitting or management costs, which are covered under a separate Memorandum of Agreement between the Parties hereto. Additionally, any indebtedness for highways and related infrastructure incurred by either municipality prior to the effective date of this Agreement shall not be included as part of any combined highway budget, but rather shall remain the separate obligations of the respective municipality.

4. **Town Highway Budget:** The Town Selectboard shall incorporate the Village Highway Budget as prepared and provided by the Village Board of Trustees pursuant to section 2, above into the Town General Fund Budget for approval by the legal voters of the Town at its annual meeting in March pursuant to 24 V.S.A. Appx. Ch. 117, § 303. In the event the Town voters do not approve a budget that includes the Village Highway Budget, or approve a lesser amount than what was prepared and presented by the Village Board of Trustees, then the Town will so inform the Village and the Village shall be and remain responsible for raising such funds through the Village budgeting process.

5. **Payment:** The Town shall pay all Village Highway Budget costs as incorporated into the voter-approved Town budget as incurred. In the event actual Village Highway Budget costs differ from budgeted amounts, the Village Board of Trustees and Town Selectboard may

adjust future budgets to account for any under or over collections between the two municipalities.

6. **Integration Study:** On or before November 1, 2015, the Town Public Works Director and/or his designees, in coordination with the Village Public Works Superintendent and/or his designees, shall prepare a plan for presentation to the Municipal Manager for fully consolidating and integrating public works functions within the Town and Village. The plan shall identify potential cost savings and/or efficiencies, non-monetary benefits, and added service capabilities to be gained under a combined public works department, and shall include, at a minimum:

a. An integrated communications plan, including all hardware, internet and software computer costs, allowing unfettered and seamless communication between the two communities as part of a consolidated department;

b. Recommended changes or improvements necessary to provide better customer service, improved dissemination of work to be performed in the community, and centralized management of complaints;

c. A written Winter Operations plan applicable to both municipalities; and

d. A written procedure for procuring outside engineering and contract services that is beyond the capability of in-house resources, which shall include a list of qualified firms and their fee schedules.

7. **Employee Relations:** Any shared public works services between the Town and the Village during the Term of this Agreement shall be managed by the Municipal Manager. The Town public works department will advise the Municipal Manager and make recommendations with respect to public works related operations in the Village, but shall have

no direct management or supervisory functions within the Village, unless it is determined on the basis of the integration study and agreed upon by both municipalities that the management and supervision functions will change as a result of the study findings in years two and three of the agreement. Village highway and Town highway employees shall remain employees of their respective municipalities subject to their existing personnel policies and collective bargaining agreements. The Village Public Works Superintendent shall continue to supervise and set the work schedule for Village employees, and the Town Public Works Superintendent shall continue to supervise and set the work schedule for Town employees. When employees of either the Town or the Village perform work in the other municipality, the employees shall remain members of their respective collective bargaining units but will be supervised by the individual in charge of the work being performed. Town and Village management shall meet with Town union (AFSCME) and Village Association representatives concerning the structure of labor contracts under an integrated management system of public works delivery prior to the expiration of existing collection bargaining agreements.

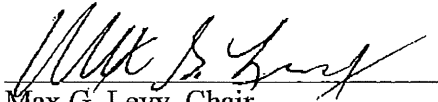
8. **Review Committee:** A committee consisting of two (2) Town Selectboard members, two (2) Village Board of Trustees members, and one (1) qualified outside technical agent as mutually agreed to by the Town and Village shall be created to review the shared public works operations. On or before October 1, 2017, the review committee shall make recommendations to the Village Board of Trustees and the Town Selectboard on whether to continue or modify the shared public works services model developed pursuant to this Agreement, revert to the model existing prior to this Agreement, or establish a permanent and combined public works department for the Town and Village to become effective on July 1,

2018. The Town Selectboard and the Village Board of Trustees shall act on the recommendations of the review committee on or before December 1, 2017.

9. **Miscellaneous:** This Agreement may be modified only by a written amendment signed by the Parties. If any provision of this Agreement shall be found to be invalid, inoperative or unenforceable in law or equity, such finding shall not affect the validity of any other provisions of this Agreement, which shall be construed, reformed and enforced to effect the purposes of this Agreement to the fullest extent permitted by law. This Agreement shall be governed by and construed under the law of the State of Vermont, without application of principles of conflicts of laws, and constitutes the entire agreement of the Parties with respect to the subject matter hereof, superseding all prior oral and written communications, proposals, negotiations, representations, understandings, courses of dealing, agreements, contracts, and the like between the Parties in such respect.


IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.


For the Town of Essex Selectboard


Max G. Levy, Chair


Brad M. Luck, Vice Chair



Andrew J. Watts, Clerk


R. Michael Plageman


Irene A. Wrenner


For the Village of Essex Junction Board of Trustees


George A. Tyler, President


Daniel S. Kerin, Vice President


Andrew Brown


Elaine Sopchak


Lori A. Houghton

**AMENDMENT NUMBER ONE TO THE MEMORANDUM OF AGREEMENT BETWEEN
THE TOWN OF ESSEX AND VILLAGE OF ESSEX JUNCTION RE: CONSOLIDATION OF
PUBLIC WORKS SERVICES**

This Amendment Number One to the Memorandum of Agreement (“Amendment One”) between the Town of Essex and the Village of Essex Junction RE: Consolidation of Public Works Services dated January 13, 2015, is entered into this 18 day of July 2018, by and between the Town of Essex (“Town”) and the Village of Essex Junction (“Village”).

WITNESSETH:

WHEREAS, the Memorandum of Agreement between the Town and Village (“Agreement”) required an assessment by a Review Committee to determine “whether to continue or modify the shared public works services model developed pursuant to this Agreement, revert to the model existing prior to this Agreement, or establish a permanent public works department for the Town and Village to become effective July 1, 2018”; and

WHEREAS, the Town Selectboard and Village Trustees approved the Final Report of the Review Committee dated October 2, 2017 (“Report”) that recommended full consolidation of the Village and Town Public Works Departments, beginning with a process of studies and reviews; and

WHEREAS, the Town and the Village agree that the Agreement has been of mutual benefit and should be maintained; and

WHEREAS, the Town and Village further agree that both an extension of time is needed to achieve full consolidation of the Public Works Departments of the Town and the Village and

further studies and reviews are needed to better align the Departments prior to full consolidation; and

WHEREAS, the Town and Village desire to extend the Term of the Agreement on the terms and conditions set forth in this Amendment One;

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto agree to the following:

1. **Term:** The terms of the Agreement, as modified by this Amendment One, shall continue in effect from July 18, 2018 until the date that full consolidation of the Public Works Departments occurs, unless the Town or the Village decides, by October 1 of any given year, to terminate the Agreement. If the Town or the Village informs the other party by October 1 of an intent to terminate the Agreement, the termination shall take effect on July 1 of the following year.
2. **Recommendations of the Review Committee:** The Unified Manager, referred to as the Municipal Manager in the Agreement, shall be responsible for directing staff, any outside experts, and/or others as may be needed to conduct the reviews and studies set forth in the Report that is attached hereto as Attachment A, in a timely manner and shall provide periodic reports to the Town and Village on the progress being made to conduct the studies and reviews contained in the Report.
3. **Other Tasks:** In addition to furthering the studies, reviews and other recommendations contained in the Report, the Unified Manager shall create a plan for consolidation of

Public Works, to be presented to the Town Selectboard and Village Trustees for approval, which shall also include the following items:

- a. A hierarchical chart describing employees' positions and roles in a fully consolidated Public Works department, which shall also contain employee roles and duties for the interim, prior to and leading to full consolidation;
- b. Employee job descriptions, clearly defining individual employee responsibilities, and protocol for the use of contractors such as engineers or other professionals;
- c. A detailed plan outlining the tasks and time frame for actions needed to achieve full consolidation; and
- d. Identification of costs associated with those areas in which operational efficiency may be improved.

4. **Time Frame for Completion of Studies/Reports:** No time frame has been set in this Amendment One for completion of specific tasks/reports/studies. It is agreed that full consolidation of the Public Works Departments is a priority to the Town and the Village, and the tasks and studies described in the Report and referenced in this Amendment One shall be prioritized. Reports, on at least a quarterly basis, shall be provided by the Unified Manager or his designee to the Town Selectboard and the Village Trustees on progress that is being made on the tasks and studies.

5. **Termination:** Either Party may terminate the Agreement and this Amendment One in the manner set forth in Section 1 above. Should either party choose to terminate the

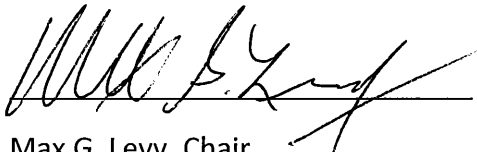
Agreement and this Amendment One, both parties shall cooperate in either continuing to maintain the existing coordinated public works department services in the same manner as existing at the time of the termination notice or, if directed by the Town of Essex Selectboard or the Village of Essex Junction Trustees, shall separate any services or functions in the following fiscal year.

6. Miscellaneous: Except as modified by this Amendment One, the terms and conditions of the Agreement shall remain in full force and effect.

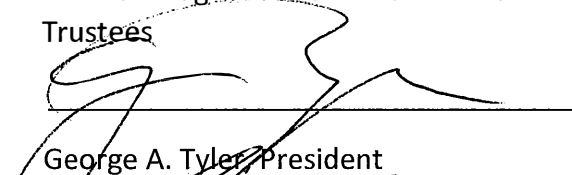
IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

For the Town of Essex Selectboard

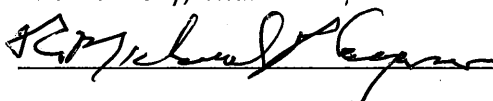
For the Village of Essex Junction Board of Trustees



Max G. Levy, Chair



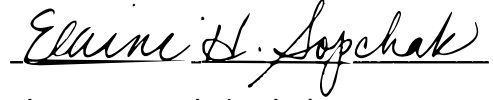
George A. Tyler, President



R. Michael Plageman, Vice Chair

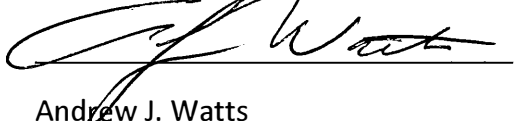


Andrew P. Brown, Vice President



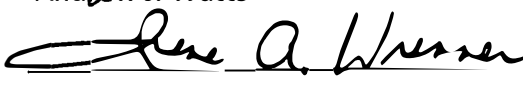
Elaine H. Sopchak, Clerk

Lori A. Houghton

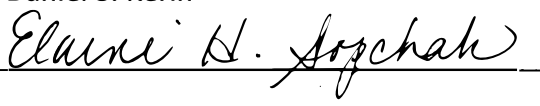


Andrew J. Watts

Daniel S. Kerin

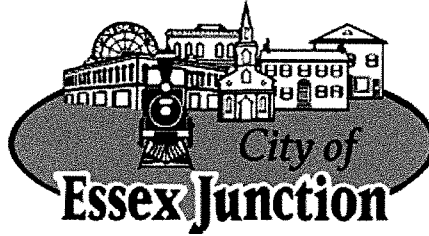


Irene A. Wrenner



Elaine H. Sopchak

Rick V. Jones
Public Works Superintendent
rick@essexjunction.org
Office: (802) 878-6942
Fax: (802) 878-6949



City of Essex Junction Offices
2 Lincoln Street
Essex Junction, VT 05452
Office: (802) 878-6944 Fax: (802)
878-6946
www.essexjunction.org

MEMORANDUM

To: Essex Junction City Council
From: Rick Jones, Public Works Superintendent and Jamie McMahon, Public Works Foreman
Date: August 22, 2022
Re: Backhoe

Issue: City of Essex Junction has requested quotes for a new backhoe and has received 3 responses from the following companies for this specific vehicle.

Discussion:	Companies that sent Quotes:	Net Quote Price
	Beauregard Equipment. Colchester Vt	\$ 113,040.00
	Milton Cat. Richmond Vt	\$ 124,000.00
	United Construction. Williston Vt	\$ 90,000.00

The backhoe would replace the John Deere 310 SK which will be traded in with the award of the bid.

The FY23 budget included funding for a replacement backhoe at a total cost of \$114,333 from the water capital budget. The additional \$9,667 needed to fund the selected bid can be absorbed by existing fund balance without having a negative impact on future rates. The projected FY23 year-end water capital fund balance is \$537,123.

Staff thoroughly reviewed all three quotes and recommends awarding the bid to Milton Cat as the quoted machine will best meet the needs of the city of Essex Junction Public Works.

Recommendation: It is recommended that the Council award the bid for the Backhoe to Milton Cat. in the net amount of \$124,000.00

5 Warner Avenue
Essex Junction, Vermont 05452
August 5, 2022

City of Essex Junction Council
c/o Andrew Brown, President
2 Lincoln Street
Essex Junction, Vermont 05452

Dear Council Members:

Congratulations on selecting Regina Mahoney as our first City Manager. It was refreshing to learn that the Council has chosen someone who is familiar with the dynamics of Essex Junction as well as Chittenden County. I look forward to meeting her.

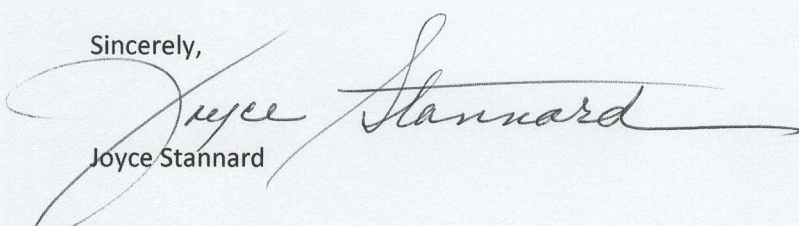
I recently retired from 30+ years as an employee of the Village of Essex Junction and am a 49 year resident of the Village (now City). I am so happy that we are now a City.

The purpose of my letter is to encourage the Council and all Department Heads to use local businesses as much as possible when making purchases. One business in particular I would like to recommend the City keep using is Village Copy & Print for all your printing needs. Paula Beauvais, the owner, has provided Essex Junction (and the Town of Essex) with superior service for the past 40 years. She has printed many of our annual reports, as well as letterhead, business cards, signs, etc. She works diligently to give the best price at the highest quality.

I know it is tempting to send our orders for business cards, etc. to outside sources, but Village Copy & Print is poised to deliver quality work at a competitive price. And, because we are no longer a Village, there will be many needs for printing in the coming months.

Your taking time to read this letter is greatly appreciated.

Sincerely,


Joyce Stannard