



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

Online & 145 Maple St.  
Essex Junction, VT 05452  
Wednesday, April 23, 2025  
**6:30 PM**

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

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

Phone: (802) 878-6944

This meeting will be in-person in the Community Room at the Essex Police Department located at 145 Maple Street and available remotely. Options to watch or join the meeting remotely:

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

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
  - a. Comments from Public
5. **PUBLIC HEARING**
  - a. Stormwater Utility New Ordinance 21 Public Hearing [20 Minutes]
6. **RECOGNITION**
  - a. Consider Resolution of Appreciation: Raj Chawla [10 Minutes]
7. **BUSINESS ITEMS**
  - a. Discussion and Consideration of the Stormwater Utility (New Ordinance 21) and the Stormwater Credit Manual [15 Minutes]
  - b. Discussion of the Plan for the City Council Retreat [15 Minutes]
  - c. \*Discussion and Consideration of an Executive Session to discuss a Contract
8. **CONSENT ITEMS**
  - a. Approve Meeting Minutes: 4/9/25 and 4/13/25
  - b. Acting as the Liquor Control Commission: Approve Liquor/Tobacco Licenses
  - c. Approve Memorial Day Banner Application
  - d. Approve Memorial Day Street Closure
  - e. Approve Tentative Redetermination of Equalized Education Property Value and Coefficient of Dispersion
9. **COUNCIL MEMBER COMMENTS & CITY MANAGER REPORT**
10. **READING FILE**
  - a. Election Results
  - b. Governance Committee Minutes 3/27/25 and 4/10/25
  - c. Capital Review Committee Minutes 4/1/25
  - d. Recreation Advisory Committee Minutes 4/2/25
  - e. Planning Commission Minutes 4/3/25
  - f. Bike Walk Advisory Committee Minutes 4/10/25
  - g. Warrant #24073 4/18/25
11. **EXECUTIVE SESSION**
  - a. \*An Executive Session may be needed to discuss a Contract

**12. ADJOURN**

*Members of the public are encouraged to speak during the Public to Be Heard agenda item, during a Public Hearing, or, when recognized by the President, during consideration of a specific agenda item. The public will not be permitted to participate when a motion is being discussed except when specifically requested by the President. Regarding zoom participants, if individuals interrupt, they will be muted; and if they interrupt a second time they will be removed. This agenda is available in alternative formats upon request. Meetings of the City Council, like all programs and activities of the City of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the City Manager's office at 802-878-6944 TTY: 7-1-1 or (800) 253-0191.*

**City Council Rules for Public Participation**  
**City of Essex Junction**

Vermont's Open Meeting Law protects the public's right to attend and participate in meetings of local public bodies, but the purpose and function of these meetings is for the public body to do the work of the public; they are not meetings of the public (i.e., public forums). Consequently, these rules are necessary to manage the public's participation to ensure an environment in which the public feels safe to express their views on matters considered by the public body while minimizing disruptions so that the public body can get its work done. The full City Council Rules of Procedures for Meetings can be found here: [www.essexjunction.org/codes/policies](http://www.essexjunction.org/codes/policies).

1. Please raise your hand to speak, whether in person or attending virtually.
2. You may only speak after you have been recognized by the president.
3. Before speaking, please state your name and address for the record.
4. All remarks must be addressed to the president.
5. Comments must be germane to the agenda item being addressed.
6. Comments under "Public to be Heard" must pertain to the business of the public body.
7. Repetitive and irrelevant comments are not allowed.
8. Please wait your turn; do not interrupt others.
9. Each person will be limited to two minutes of comment. This time may be extended only by permission of the president. The balance of time not used by each person will expire and cannot be reserved or yielded to another.
10. Each person may only speak once on the same agenda item, time permitting, with the consent of the president.
11. Those yet to be heard will be given priority over those who have already spoken.
12. You do not have the right to vote on agenda items.
13. Please obey orders and rulings of the president.
14. Keep your cool. Disruptive people will be asked to leave and removed if necessary.
15. Listen well, pay attention, and participate.



# City of Essex Junction

Stormwater Ordinances Public Hearing

April 23, 2025



# Agenda

1. Stormwater Management
2. What is a Stormwater Utility and how are user fees calculated?
3. Credit Manual
4. Proposed or Amended Stormwater Chapters for Municipal Code

# Why Manage Stormwater?

- Human development has disrupted the watershed balance causing water to runoff the landscape instead of infiltrating
- Stormwater runoff carries excess nutrients, sediment, and pollutants into our waterways
- In VT especially the Lake Champlain Basin, the excess nutrients (phosphorus) affect water quality and cause toxic algae blooms

# Stormwater Management History

- Established through the Clean Water Act of 1972
  - Created permits requiring states to manage and reduce stormwater runoff to improve water quality
    - MS4 permits-Municipal Separate Storm Sewer System
- Lake Champlain Total Maximum Daily Load- daily limit in the amount of phosphorus that can go into the Lake without negative effects on water quality
  - Timeline for the State to meet the target daily limit by 2036

# MS4 Permit Requirements

- Reduce the amount of stormwater runoff into stormwater-impaired streams
  - Indian Brook and Sunderland Brook
- Implement stormwater infiltration projects by 2036 to reduce the amount of phosphorus within municipal boundary by 25% per lake watershed
  - › Two lake watersheds in City- Mallet's Bay and Main Lake

# Aging Infrastructure

- Many of the stormwater pipes in the City were installed over 30 years ago
- Often corrugated metal pipe was used which rusts and breaks down over time leading to collapsed pipes and sink holes
- Preserve the pipes we can through slip lining or replace them with larger plastic pipes that have a longer life expectancy



# What is a Stormwater Utility?

- Stormwater utilities are funded by stormwater user fees
  - › Stormwater runoff isn't metered like water. Instead, the burden that each property places on the system is based on property characteristics and most importantly, its total **impervious area**.
- Seven communities have established stormwater utilities, and two more are in formation

# Why form a stormwater utility?

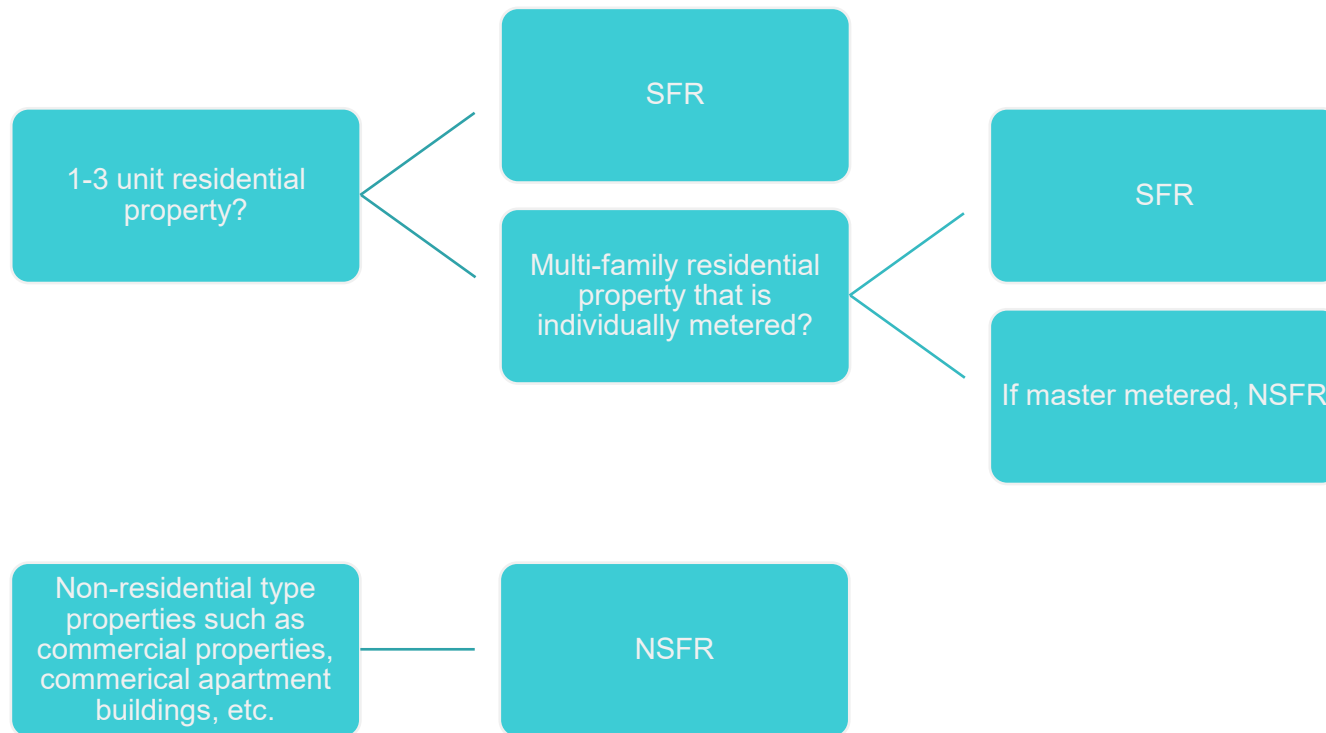
- Provides a fair, equitable, and stable source of funding
- Currently stormwater management is funded through the General Fund based on property taxes
- Before separation from the Town of Essex, stormwater capital projects were funded through the Town's Stormwater Capital Fund. Since the separation, these stormwater projects no longer have a dedicated source of capital. Instead, they are ranked alongside General Fund Capital projects, which do not have specific deadlines for implementation.

# How to Bill Based on Impervious Area?

- **Impervious area (IA)** is defined as developed areas of land that prevent or significantly impede the infiltration of stormwater into the soil.
- The standard unit of charge is the **Equivalent Residential Unit (ERU)**.
- The ERU is defined as the typical amount of impervious area on a single-family residential parcel. Calculated based on a median amount of IA in the City (2823 sq ft).
- The ERU is then calculated for all non-single family residential parcels based on the amount of measured impervious area.

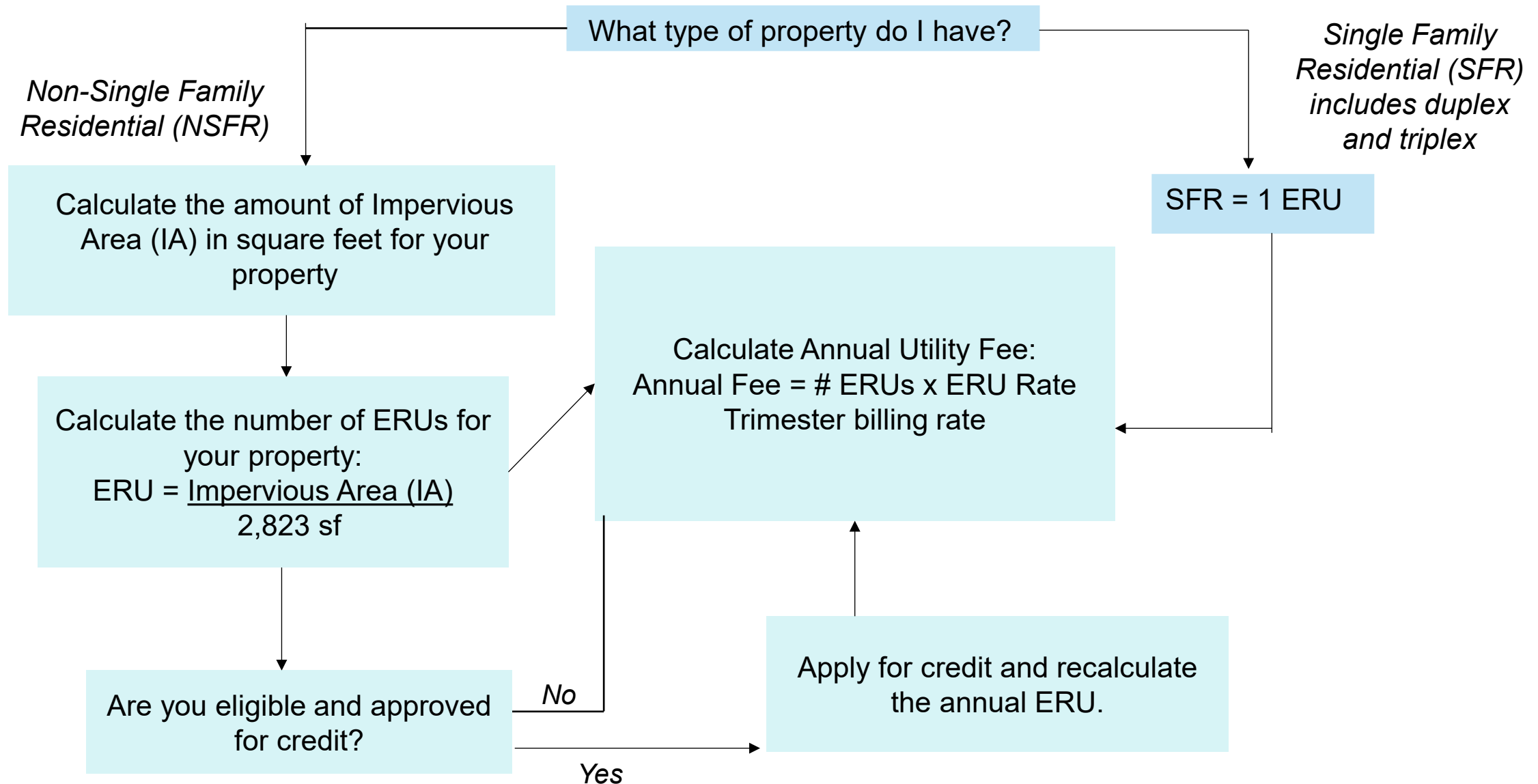


# How SFR vs NSFR translate to your bill?



- NSFR Condo Developments:  
Heritage Hill, Sherwood Square,  
Highland Village, Brickyard (Essex Park  
East & West, Eastcreek, Southcreek,  
Northcreek)
- SFR Condo Developments:  
Brookside, Sugartree, Brookfield  
Woods, Sussex Place, Village Glen,  
Rivers Edge, Whitcomb Heights

# Stormwater Utility Fee Flowchart



# Example Properties

Single Family Residential  
Property:



2,823 sq ft IA

1 ERU

\$54.32 annual fee

Commercial Property:



57,785 sq ft IA

20 ERUs

\$1,086.40 annual fee

Tax Exempt Property:



44,857 sq ft IA

16 ERUs

\$869.12 annual fee

# Credit Manual

- **Credit** towards the stormwater fee assessed for a property
- Application available online or through mail
- Only NSFR properties are eligible
- Credit cannot exceed 50% of the stormwater fee assessed for a property. Minimum charge of 1 ERU.

# Credit Manual Categories

- Stormwater Treatment Practice (STP)
  - › Parcels that have practices on their site can apply
  - › Must be operational and maintained
  - › % credit received based on treatment standards met as specified in the Vermont Stormwater Management Manual
  - › The better the practice is at infiltration or improving water quality the more credit can be received
- MS4/TS4 permit holders
  - › % credit capped at 35%
- Education Credit
  - › Demonstrate teaching stormwater or water quality curriculum
  - › Schools can receive on top of STP credit



# Credit Manual Categories Continue

- NPDES or State Stormwater Permit Credit
  - › Parcels that have federal/state permit requirements to perform best management practices intended to reduce the impact of stormwater runoff or provide an ongoing public health benefit related to stormwater management.
  - › % credit=10% cap regardless of the number of permits/parcel
  - › Annual submission of reports to demonstrate compliance with permit requirements
- Combined Sewer Credit
  - › Parcels that have a combined sewer system that carries both sewage and stormwater through the same network of pipes and is treated at a Wastewater Treatment Facility before discharging to a waterway.
  - › % credit= Amount of impervious (sq. ft) area treated through WWTF/Total impervious area (sq ft) assigned to parcel= % credit
  - › The amount of credit will be rounded up to the next whole number.

# Credit Compliance Reports

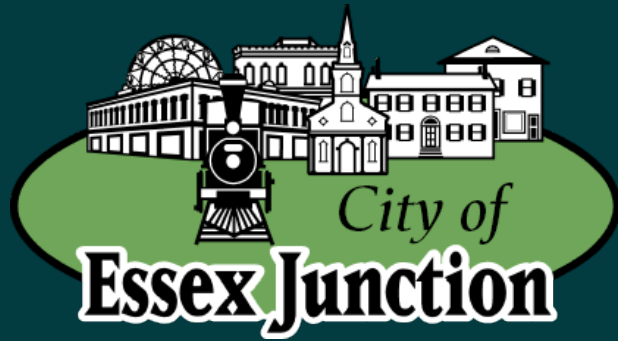
- Periodic inspections may occur by Stormwater staff to ensure compliance with credit terms.
- Parcel owners who receive Education, NPDES/State, and STP credits need to submit annual compliance reports by 11/15 to continue to receive credit.

# Chapter 21: Regulation of Stormwater Utility

- New proposed chapter that establishes the City's stormwater utility
- Outlines the following:
  - › Administration, development, and procedures of utility
  - › Assignment of ERU's
  - › Credits
  - › Billing and Collections
  - › Formation of Enterprise fund for stormwater
- Changes since 4/9/25 hearings- removal of credit categories in ordinance to allow greater flexibility in adjusting credit manual in the future

# What's next

- May 16<sup>th</sup>- Credit applications are due to the Water Quality Superintendent so they can be applied to the first year of bills
- June 11<sup>th</sup> - set the ERU rate as part of the Fiscal Year 2026 City Enterprise Fund budget process
- October- First round of stormwater utility bills issued on utility bills



# Thank you!

**Any questions or concerns can be directed to:**

Chelsea Mandigo, Water Quality Superintendent

[Chelsea@essexjunction.org](mailto:Chelsea@essexjunction.org)

802-878-6943 X1705

City's stormwater utility page contains most up to date info!

<https://www.essexjunction.org/departments/stormwater/stormwater-utility>



## Memo

To: Essex Junction City Council

From: Chelsea Mandigo, Water Quality Superintendent

Meeting Date: April 23, 2025

Agenda Item: Discussion and Consideration of Municipal Ordinance 21: Regulation of Stormwater Utility and the Stormwater Credit Manual

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**Issue:** Formally amend or adopt Municipal Ordinance 21: Regulation of Stormwater Utility and associated Stormwater Credit Manual.

**Discussion:** On November 13 and December 11, 2024, the City Council held public hearings to discuss amendments to existing and proposed ordinances related to stormwater management in the city. At the City Council meeting on February 26, 2025, two of the three chapters were approved. Questions raised during the public hearings were gathered, and a summary of the responses was compiled and attached to the memo. All collected questions pertained to Chapter 21 and the associated credit manual.

A third public hearing regarding Municipal Ordinance Chapter 21, which establishes, and outlines the structure of the Stormwater Utility, was held April 9, 2025, due to changes in the exempt parcel list (removal of Global Foundries from the list) and the addition of state statute references. A fourth public hearing will be held at this meeting to remove specifics about credit types from the ordinance as it already refers to the Stormwater User Fee Credit Manual.

Additionally, the Stormwater User Fee Credit Manual needs approval even though it can be enacted without Council approval. The manual provides a mechanism for non-single-family parcels to apply for and potentially receive a reduction in the stormwater user fee assessed for their property. Two new credit categories were added to the manual as recommended at April 9, 2025, meeting to recognize alternative methods of stormwater treatment and regulations. In addition, language was added to clarify annual report and credit application submission deadlines, and general instruction.

The estimated ERU rate for FY2026 is \$54.32. This rate assumes a budget of \$323,057 (no capital transfer) with 10% allowance for non-collections. This rate also includes credits applied to parcels that likely will be eligible based on an initial staff assessment. To have credits apply to the first year of the utility credit applications must be submitted by May 16, 2025, to the Water Quality Superintendent for review and approval. After that the deadline to apply is January 1st of a given year with the credit applied the following fiscal year. As a reminder the Enterprise Fund budget approval process is in May and June, allowing time to adjust the rate if needed. The stormwater utility fee will begin July 1, 2025, with the first triannual bill set to go out in October 2025.

After the Public Hearing for Chapter 21, the council can choose to do the following:

- approve the adoption of Chapter 21 and the credit manual by the majority of the total membership of the Council or
- amend the ordinance and manual, which would include the addition of the new credit category. If the Council amends the ordinance and manual further, another public hearing must be held at which the amended ordinance and manual will be further considered. The Council may finally pass the amended ordinance and manual or amend it again, subject to the same procedures (City Charter Section 502).

The ordinance and manual become effective upon passage (City Charter Section 503).

After approval of Chapter 21, a notice of the amendments and additions to the Essex Junction Municipal Code will be placed in the Seven Days newspaper and appear in the minutes.

Title 24 V.S.A. § 1973 grants citizens the right to petition for a vote at a special or Annual Meeting to disapprove ordinance amendments adopted by the City Council. To exercise this right, citizens must present to the City Council or the City Clerk a petition for a vote on the question of disapproving the amendments signed by not less than five percent (5%) of the City's qualified voters. The petition must be presented within forty-four (44) days following the date of the adoption of the amendments.

**Cost:** None

### **Recommendation**

It is recommended to either adopt the Municipal Ordinance Chapter 21 Regulation of Stormwater Utility as proposed or warn an additional public hearing to incorporate further amendments. It is also recommended that the Council approve the establishment of the Stormwater User Fee Credit Manual or request amendments before approval.

### **Recommended Motions**

Should the Council decide to approve the ordinance adoption, here is a recommended motion:

"I move that the City Council adopt the Essex Junction Municipal Ordinance Chapter 21: Regulation of Stormwater Utility"

"I move that the City Council approve the establishment of the Stormwater User Fee Credit Manual."

Should the Council decide to amend the ordinance further and set another public hearing, here is a recommended motion:

"I move that the City Council warn a public hearing on May 14, 2025, at 6:30 pm to receive comment on changes to Essex Junction Municipal Ordinance Chapter 21 An Ordinance Relating to Stormwater Utility Regulation; and the Stormwater User Fee Credit Manual, as amended and with any edits as discussed."

### **Attachments:**

- 1) Draft Chapter 21: Regulation of Stormwater Utility Draft
- 2) Draft Stormwater User Fee Credit Manual

**CITY OF ESSEX JUNCTION, VT****MUNICIPAL CODE****CHAPTER 21****REGULATION OF STORMWATER UTILITY****SECTION 2101. PURPOSE**

- a) The Essex Junction Stormwater Utility is established pursuant to 24 App, V.S.A. c. 4 §201; 24 V.S.A. 1971; and 24 V.S.A. Chapter 101, including 24 V.S.A 3616(b)(6) defines the Equivalent Residential Unit (ERU) concept and 24 V.S.A3616(c). The basic purpose of the utility is to administer the City's Stormwater Management Program, including stormwater infrastructure maintenance and repair, permitting, and capital improvements. The utility is a division of the City's Stormwater Department.
- b) The purpose of this Ordinance is to provide for the health, safety, and general welfare of the citizens of the City through the regulation of stormwater discharges to the stormwater system.
- c) The stormwater utility provides a stable and adequate source of revenue for the City's Stormwater Management Program which allocates the costs of stormwater services across every stormwater "user" in the City through a stormwater utility fee (or user *fee*). The impervious surface area on individual properties is the basis for the fee charged to property owners in the City. The stormwater fee that a property owner pays is directly proportional to the impervious surface found on the property.

**SECTION 2102. ADMINISTRATION**

Except where specifically noted in this Ordinance, the Water Quality Superintendent shall administer, implement, and enforce the provisions of this Ordinance. The powers and duties granted to and held by the Water Quality Superintendent in Chapters 19-21 of the City of Essex Junction Municipal Code may be delegated by the Water Quality Superintendent, at the Superintendent's discretion, to another qualified employee of the City of Essex Junction if the delegation is deemed appropriate and necessary by the Superintendent to achieve the intent and purpose of these Chapters.

**SECTION 2103. DOCUMENTS REFERENCED**

- a) City of Essex Junction Utility Billing Policy
- b) City of Essex Junction Stormwater Utility Credit Manual
- c) City of Essex Junction Land Development Code

**SECTION 2104. DEFINITIONS**

**“Best Management Practices” or “BMPs”** shall mean any structural or non-structural site improvements recognized as the most effective and practical means to prevent and reduce stormwater



volumes and flows to achieve water quality goals. BMPs include measures to prevent pollution and measures to mitigate pollution. BMPs include schedules of activities, prohibitions of practices, pollution prevention, education practices, natural resource protection, maintenance and operating procedures, management and treatment practices, and measures to control site runoff, spills, or leaks and reduce pollution.

**“Credit”** shall mean an annual reduction in a parcel’s normally calculated stormwater fee for certain qualifying activities that reduce the impact of increased stormwater runoff resulting from development, or provide an ongoing public benefit related to stormwater management. The annual reduction in fee is subject to continued compliance with the terms of this manual.

**“Department of Stormwater”** shall mean the employees, contractors, or designees of the City of Essex Junction Water Quality Superintendent.

**“Developed Property”** shall mean any property that is altered from a natural state by construction, or installation of improvements such as buildings, structures, or other impervious surfaces.

**“Equivalent Residential Unit”** (“ERU”) shall refer to the unit of measurement used to bill stormwater fees. It is equal to the square footage that represents the median of the area of impervious surface for all Single-Family Residential properties in the city.

**“Exempt from stormwater fee”** shall refer to 1) properties included within the limits of a railroad track right-of-way (property on which railroad stations, maintenance buildings, or other developed land used for railroad purposes is located shall not be exempt), , 2) properties that are required to develop and meet “Required Agricultural Practices” Sect.10V.S.A.§1264 and 3) those included within the limits of a public road right-of-way.

**“Impervious area, surface, or cover”** shall mean developed areas of land that prevent or significantly impede the infiltration of stormwater into the soil. Typical impervious surfaces include, but are not limited to roofs, sidewalks, walkways, driveways, parking lots, access extensions, alleys, and other paved, engineered, compacted, or gravel surfaces.

**“Municipal Separate Storm Sewer System” and “MS4”** shall mean a collection system or conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains): (i) owned or operated by the City of Essex Junction or another designated MS4 entity that discharges to surface waters or groundwater; (ii) designed or used for collecting or conveying or discharging stormwater and groundwater entering the system; (iii) which is not a combined sewer; and (iv) which is not part of a Publicly Owned Treatment Works (POTW) as defined in 40 CFR, Section 122.2.

**“Non-Single Family Residential”** (“NSFR”) shall refer to all properties that are not Single Family Residential. This includes government properties, including those owned by the City of Essex Junction, the State of Vermont, and the federal government.

**“Non- Structural BMPs”** BMPs that use natural measures involving site characteristics to reduce the volume of stormwater or eliminate the source of the pollutant.

**“Parcel” and “Property”** shall mean any lot, subdivided piece of land or real property, unit of land, any subset of land, land owned in common, or a condominium unit or condominium association in the City of Essex Junction that could legally be sold as a separate entity as of January first of the year the fee is based on, and has a separate parcel identification number, map identification number or is identified as a

separate parcel. Included in this definition are all roadways owned by the City, the State, and the Federal Government.

**“Single Family Residential”** (“SFR”) shall mean property comprised of the following property types as defined in the city’s Land Development code: Dwelling, Single-Family, Dwelling, Two-Family or Duplex, or Dwelling, Three-Family or Triplex.

**“Stormwater”** shall mean any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation and resulting from such precipitation.

**“Stormwater Runoff”** shall mean flow on the surface of the ground, resulting from precipitation.

**“Stormwater Treatment Practice (STP)”** shall mean measures, either structural or non-structural, that are determined to be the most effective, practical means of preventing or reducing point source or non-point source stormwater pollution inputs to stormwater runoff and water bodies.

**“Structural BMPs”** are devices engineered and constructed to provide treatment and temporary storage of stormwater runoff.

**“Transportation Separate Storm Sewer System, or TS4”** shall mean Vermont Agency of Transportation owned or controlled state highways, sidewalks, multi-use pedestrian paths, welcome centers, airports, gravel pits, mineral mining facilities, maintenance facilities, park & rides, truck weigh stations, and other impervious surfaces, and Vermont Agency of Transportation owned facilities leased to third parties, except for rail lines, rail yards, public transit facilities, and rail trails.”

**“Undeveloped Property”** shall mean any property that exists in a natural state.

**“Water Quality Superintendent”** shall mean the person who manages the stormwater and wastewater departments. Also referred to as the Superintendent in this document.

## **SECTION 2105. ESTABLISHMENT OF STORMWATER UTILITY AND USER FEES**

- a) A user fee based on an equivalent residential unit (“ERU”) shall be imposed on every owner of non-exempt Developed Property within the City, including tax-exempt properties.
- b) The City Council shall have the authority to set and modify the user fee rates so that the total revenue generated by said charges, and any secondary sources of revenue, shall be sufficient to fund the City's Stormwater Program.
- c) The City Council shall establish by motion the annual rate for each ERU.
- d) Impervious areas in the City shall be re-evaluated periodically. The City Council shall, by motion, establish the square footage that constitutes one ERU on a periodic basis.
- e) Fees will be calculated in accordance with the property customer class: SFR or NSFR, as defined in Section 2104 above.

**SECTION 2106. ASSIGNMENT OF ERUs**

- a) Parcels containing less than 500 square feet of impervious area shall be assigned zero (0) ERU, regardless of customer class.
- b) Each SFR property is assigned one (1) ERU.
- c) Each NSFR property is assigned the number of ERUs equal to the measured impervious surface on the parcel divided by ERU value and rounded up to the nearest integer.
- d) Exempt properties shall include property regulated under the Required Agricultural Practices for discharges of agricultural waste or agricultural nonpoint source pollution pursuant to 24 V.S.A § 4414(9) as amended; properties included within the limits of a railroad track right-of-way (property on which railroad stations, maintenance buildings, or other developed land used for railroad purposes is located shall not be exempt) and those included within the limits of a public road right-of-way

**SECTION 2107. CREDITS**

- a) The City stormwater utility offers credits against the stormwater fee for stormwater service customers who undertake specific, approved actions that reduce the impact of stormwater runoff on the public stormwater system, or provide an ongoing public benefit related to stormwater management. A credit is an ongoing reduction in the fee.
- b) Stormwater fee credits are offered by the stormwater utility to NSFR properties. Refer to the City's Stormwater Utility Credit Manual for detailed definitions of each credit type, credit policies, and the application approval process.
- c) To qualify for any of the user fee credits, the stormwater utility customer must submit a complete credit application form and submit it by mail or electronically by email to the Water Quality Superintendent. The application will be evaluated to determine the amount of credit that an individual parcel will be given, which shall be within the Water Quality Superintendent's sole discretion. Eligibility for user fee credits is independent of the State Stormwater permitting process. Properties both with and without valid State Stormwater permits are equally eligible for user fee credits.

**SECTION 2108. BILLING AND COLLECTIONS**

- a) Stormwater user fees will be billed tri-annually and shall be reflected on the utility bills for each property owner, where applicable, or a separate Stormwater bill. The bill shall also state the ERUs allocated to each property.
- b) A Property owner may appeal an allocation of ERUs to the Water Quality Superintendent by submitting a written notice of appeal within fifteen (15) calendar days of the mailing date of the bill. The Water Quality Superintendent shall promptly communicate with the property owner and issue a decision on the allocation of ERUs. A property owner may appeal the Water Quality Superintendent's determination regarding credit revocation in the same manner. The filing of an appeal shall not relieve a property owner of the obligation to pay the user fee when due.

- c) In the event any Stormwater user fee is not paid within thirty (30) days from the billing date, a late penalty charge will be added to the fee together with interest charges. The amount of the late penalty charge and the interest rate on the overdue accounts shall be the same as those applied to delinquent utilities. If such payment is not made, Stormwater user fees will be collected using the City's Delinquent Utility and Shut Off policy.
- d) Property owners have a right to appeal their bills if they believe that the fee is in error. The City's Stormwater bill appeal policies shall be up to the discretion of the City Manager and are outlined in the Billing Policy document.

#### **SECTION 2109. ESTABLISHMENT OF ENTERPRISE FUND**

- a) The user fees, as well as any secondary sources of revenue, shall be used to fund the City's efforts to manage Stormwater in the municipality and operate the City's system for Stormwater collection, conveyance, and treatment.
- b) Revenues from user fees will be placed into the Stormwater Enterprise Fund and may be retained and expended in the manner set forth herein.
- c) The City Council shall establish a dedicated Stormwater Enterprise Fund in the City budget and an accounting system to manage all funds collected for the purposes and obligations of the Stormwater program. All revenues and receipts of the Stormwater program shall be placed in the Stormwater Enterprise Fund, which shall be separate from all other funds. Fees will be set at a rate that covers the costs associated with Stormwater management, collection, conveyance, treatment, planning, staffing, engineering, maintenance and repair, public education, capital improvements, technical assistance, customer service, and other services approved by the City to implement the purposes of the Stormwater program as set forth herein. The City Council may consider both Stormwater quality and quantity management needs in determining whether to expend any funds in the Stormwater Enterprise Fund, and the use of the fund is limited to operating expenses, nonoperating expenses such as equipment, payment of principal and interest on debt obligations, capital improvement projects, reserve expenses, and other costs as deemed necessary by the City Council. Excess revenues may be placed into a reserve fund and may be retained and expended pursuant to the provisions of this Chapter.

#### **SECTION 2110. PENALTY**

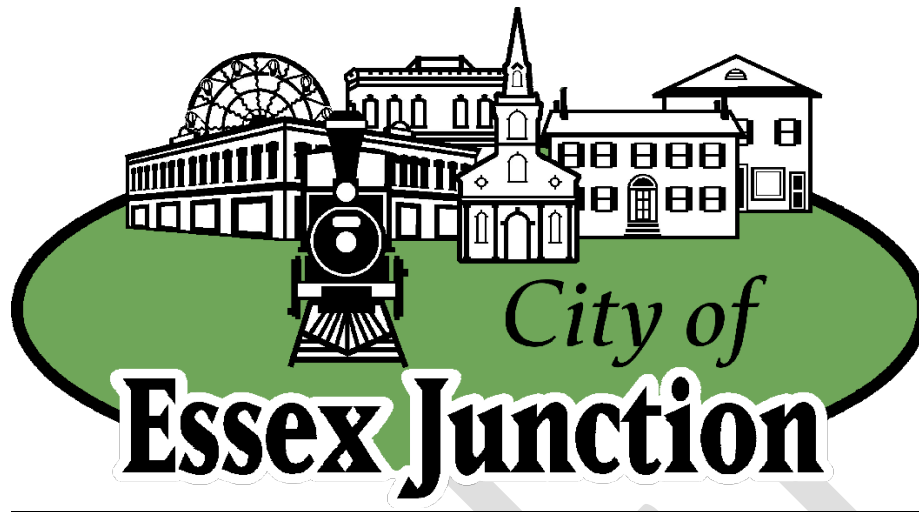
Any person violating any of the provisions of Chapters 21 of the City of Essex Junction Municipal Code ("this Ordinance") shall be subject to a civil penalty of Five Hundred Dollars (\$500) for each violation. Each day that any violation of any of the provisions of this Ordinance or a permit issued hereunder continues shall constitute a separate offense. The City may recover all attorney's fees, court costs, and other expenses associated with the enforcement of this Ordinance including sampling and monitoring expenses.

#### **SECTION 2111. APPEALS TO CITY COUNCIL**

Any interested person who believes that the staff has committed an error in making a decision or taking an action may appeal such act or decision to the City Council by filing a written Notice of Appeal with the City Clerk within 15 calendar days of the subject action or decision. The Notice of Appeal must identify the decision or action appealed from and identify the issues on appeal.

The Council shall conduct a duly warned Public Hearing. The Council shall take testimony and consider all relevant evidence before it and issue a written decision. A party aggrieved by a decision of the City Council may appeal the decision to the Vermont Superior Court, Civil Division, within 30 days of the date of the decision pursuant to Vermont Rule of Civil Procedure 75.

DRAFT



# **Stormwater User Fee Credit Manual**

April 23, 2025

## **1. INTRODUCTION AND PURPOSE**

The City of Essex Junction Stormwater Utility's basic purpose is to administer the City's Stormwater management program, including stormwater infrastructure, maintenance and repair, permitting, and capital improvements.

The Utility provides a stable and adequate source of revenue for the City's stormwater management program that allocates the costs of stormwater services equitably across every stormwater "user" through a stormwater user fee. The area of impervious surfaces on a parcel is the basis of the fee charged to the parcel owner. Impervious surfaces are developed areas of land that prevent or significantly impede the infiltration of stormwater into the soil. Typical impervious surfaces include, but are not limited to roofs, sidewalks, walkways, private driveways, parking lots, access extensions, alleys, and other paved, engineered, compacted, or gravel surfaces. The stormwater fee that a parcel owner pays is directly proportional to the impervious area found on their parcel.

The Essex Junction Stormwater Utility offers credits against the stormwater fee for parcel owners who undertake specific, approved actions that reduce the impact of stormwater runoff into the public stormwater system, or provide an ongoing public benefit related to stormwater management. The credits will serve to equitably reduce the fees assessed to owners of such parcels. A credit is an annual reduction in fee subject to periodic recertification. This Stormwater User Fee Credit Manual ("Manual") details the policies and procedures for Stormwater Utility Credits.

The Stormwater Utility offers various stormwater fee credits to Non-Single-Family Residential Properties (NSFR). Individual Single-Family Residential Properties (SFR) are not eligible to receive credit. To qualify for the user fee credits, the Stormwater Utility Customer must fill out a credit application form and submit it to the Water Quality Superintendent with the applicable fee. The application will be evaluated to determine the amount of credit that an individual parcel will be given. Eligibility for user fee credits is independent of the State stormwater permitting process. Parcels both with and without valid State stormwater permits are equally eligible for user fee credits. These credits are discussed in the following pages.

## **2. DEFINITIONS**

For more definitions, refer to the City of Essex Junction Municipal Code Chapter 20 Regulation of Stormwater Management and Chapter 21 Regulation of Stormwater Utility.

**Credit** shall mean an annual reduction in a parcel's normally calculated stormwater fee for certain qualifying activities that reduce the impact of increased stormwater runoff resulting from development, or provide an ongoing public benefit related to stormwater management. The annual reduction in fee is subject to continued compliance with the terms of this manual.

**Combined Sewer System (CSS)** shall mean a collection system that was designed to convey sewage and stormwater through the same network of pipes to the treatment plant.

**Municipal Separate Storm Sewer System and MS4** shall mean a collection system or conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains): (i) owned or operated by the City of Essex Junction or another designated MS4 entity that discharges to surface waters or groundwater; (ii) designed or used for collecting or conveying or discharging stormwater and groundwater entering the system; (iii) which is not a combined sewer; and (iv) which is not part of a Publicly Owned Treatment Works (POTW) as defined in 40 CFR, Section 122.2.

**National Pollutant Discharge Elimination System (NPDES) Stormwater Discharge Permit** shall mean a permit issued by the Environmental Protection Agency or the State of Vermont under authority delegated pursuant to 33 USC § 1342(b)) that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.

**Parcel and Property** shall mean any lot, subdivided piece of land, unit of land, any subset of land, land owned in common, or a condominium unit or condominium association in the City of Essex Junction that could legally be sold as a separate entity as of January first of the year the fee is based on, and has a separate parcel identification number, map identification number or is identified as a separate parcel. Included in this definition are all roadways owned by the City, the State, and the Federal Government.

**State of Vermont General Stormwater Permit 3-9050** shall mean a permit for stormwater runoff from an impervious area. The general permit covers all operational stormwater permitting, including new development, redevelopment, "three-acre sites", individual, and permit renewal.

**Stormwater Runoff** shall mean the flow of water on the surface of the ground, resulting from precipitation.

**Stormwater Treatment Practice (STP)** shall mean measures, either structural or non-structural, that are determined to be the most effective, practical means of preventing or reducing point source or non-point source stormwater pollution inputs to stormwater runoff and water bodies.



**Transportation Separate Storm Sewer System, or TS4** shall mean Vermont Agency of Transportation (VTRANS) owned or controlled state highways, sidewalks, multi-use pedestrian paths, welcome centers, airports, gravel pits, mineral mining facilities, maintenance facilities, park & rides, truck weigh stations, and other impervious surfaces, and Vermont Agency of Transportation owned facilities leased to third parties, except for rail lines, rail yards, public transit facilities, and rail trails.”

**Water Quality Superintendent** shall mean the person who manages the stormwater and wastewater departments for the City of Essex Junction (“Superintendent”).

**Wastewater Treatment Facility** shall mean a facility permitted to treat domestic sewage or industrial wastewater, or both. This includes the treatment plant itself, any pump stations, and collection lines.

### **3. GENERAL CREDIT POLICIES**

- a) Credit is given to eligible NSFR parcels as described in this Manual.
- b) Credits will remain in effect as long as the parcel is eligible as per the credit descriptions defined herein and remain in compliance with the requirements of this Manual.
- c) Multiple credits can be given to eligible parcels. The total credit to any given parcel cannot exceed 50% of the stormwater fee for that parcel, except for a TS4 or MS4 entity, which will have a maximum credit allowance of 35%.
- d) At no time will a parcel eligible for credits pay less than 1 equivalent residential unit (ERU).
- e) It is the responsibility of the parcel owner to apply for stormwater credits and provide the necessary information with the credit application. In addition, the parcel owner must successfully demonstrate compliance to continue to receive credit. City staff is not responsible for initiating, performing engineering calculations, or otherwise assisting with the preparation of Credit applications.
- f) The Department of Stormwater should be contacted with questions related to credits and credit applications. The Superintendent shall make all decisions involving approvals, denials, or revocations of stormwater credits.

### **4. CREDIT APPLICATION AND APPROVAL**

#### **A. Application Process**

- a) Credit applications can be found in the Appendix of this Manual or on the City of Essex Junction's website <https://www.essexjunction.org/departments/stormwater/stormwater-utility>.
- b) Credit applications must be completed in full and submitted to the Department of Stormwater. Electronic submissions by email are preferred; however, U.S. mail is also accepted. The contact information for submitting applications can be found on the credit application forms.
- c) Credit applications must include calculations and an associated narrative demonstrating the STPs meet the technical criteria, design requirements, and/or applicable restrictions set forth as specified in the Vermont Stormwater Management Manual ("VSMM"), as amended.
- d) All engineering calculations, drawings, and inspection reports required by the application must be prepared and stamped by a Vermont Licensed Professional Engineer.
- e) Credit applications for non-structural practices must include site plans or other engineering documents that demonstrate that the non-structural practice complies with the "*Minimum Criteria for Credit*" outlined in the VSMM, as amended.
- f) Credit applications for new construction may be submitted to the Department of Stormwater as part of the normal development plan review process. However, the credit will not be approved based on site plans alone. The credit application approval requires that the STP must first be constructed and working in proper operating conditions before application approval.
- g) A Right-of-Entry or easement, as applicable, must be granted to the City to perform periodic inspections. Right-of-entry is presumed granted via the applicant's or parcel owner's signature on the credit application.
- h) If all requirements and conditions of this section are met, the credit will be granted upon successful completion of the credit application process and favorable City site inspection.

#### **B. Review of Credit Applications**

- a) The review will take place within 30 days after a complete application is submitted.
- b) The applicant will be notified of the approval or denial of the credit application electronically.

### **5. APPLICATION OF CREDIT TO BILL**

1. Credit applications must be received by January 1<sup>st</sup> of the calendar year. If approved, the credit will be applied to the next fiscal year, starting July 1<sup>st</sup> and billed in October.
  - a. Note: For the first year of the utility ONLY applications are due May 16, 2025. This will ensure credits can be applied to the upcoming fiscal year, utility bills starting July 1, 2025.
2. Credits will not be applied retroactively, and Stormwater Utility will not refund any portion of the Stormwater fees paid before the approval of the Applicant's Credit application.

## **6. COMPLIANCE**

- a) The Department of Stormwater will, at its discretion, undertake a periodic visual inspection of the BMPs being utilized to obtain credit. The Superintendent may revoke credit at any time for non-compliance by providing thirty (30) days' written notice of a non-complying condition and intent to revoke the credit to the parcel. Non-complying conditions include the BMP facility not being functional or requiring unperformed maintenance. If the non-compliance is not cured by the parcel owner within 30 days, the Superintendent shall eliminate the credit. The parcel owner will then have to reapply for credit as outlined in this Manual.
- b) Parcels that have been issued STP or Education stormwater credits will be required to submit compliance statements annually by November 15th. The Superintendent may revoke credit for failure to submit this compliance statement by providing thirty (30) days' written notice, notice being calculated from the date of the notice to the parcel owner. If the non-compliance is not cured within the thirty (30) day period, the Superintendent shall eliminate the credit. Before the credit is reinstated, the parcel owner will have to reapply for the credit as outlined in this Manual.

## **7. APPEALS**

The Superintendent's determination to grant, deny, or revoke user fee credits per this Manual may be appealed to the City Council. The party aggrieved shall deliver a Notice of Appeal to the City Clerk within 15 days of the date of the decision appealed from, providing a copy of the decision and stating the reasons for the appeal. The City Council should hold a hearing to address the appeal. Any decision of the City Council may be appealed to the Vermont Superior Court, Civil Division, within 30 days of the date of the decision pursuant to Vermont Rule of Civil Procedure 75.

## 8. CREDIT CATEGORIES AND DESCRIPTIONS

### A) Stormwater Treatment Practice (STP) Credit

- a) An STP Credit is available to NSFRs that design, construct, and maintain Stormwater Treatment Practices (STPs) that meet the treatment standards, sizing criteria, and/or non-structural criteria and restrictions contained in the (VSMM), as amended.
- b) The STP credit is a graduated credit that is based on the treatment standards that are implemented on an NSFR parcel. A parcel can implement one or more of the treatment standards, adding credit percentages up to 50% of the total Stormwater fee for that parcel. The credit will only be applied to that portion of the parcel(s) served by the STP.

Table 1 contains the available credit allocation for each treatment standard.

**Table 1. STP Credit Percentages**

<b>Treatment Standard or Criteria</b>	<b>Credit Amount</b>
Water Quality (WQ <sub>v</sub> )	15%
Groundwater Recharge (Re <sub>v</sub> )	15%
Channel Protection (CP <sub>v</sub> )	15%
Overbank Flood (Q <sub>p10</sub> ) or Extreme Storm (Q <sub>p100</sub> )	10%
Non-structural Practices	10%

- c) STP Waivers. Parcels that qualify for waivers of the Groundwater Recharge, the Overbank Flood (Q<sub>p10</sub>), or the Extreme Flood (Q<sub>p100</sub>) treatment standards are not eligible for the STP credit for the treatment standard that has been waived. For those properties or parcels that implement controls for both Q<sub>p10</sub> and Q<sub>p100</sub> treatment standards, a maximum of 10% credit is available for flood control STPs.

- d) Overbank Flood ( $Q_{p10}$ ), or the Extreme Flood ( $Q_{p100}$ ). A parcel cannot get additional credit for providing both Overbank Flood and Extreme Storms STPs. Parcels that implement controls for both  $Q_{p10}$  and  $Q_{p100}$  treatment standards will receive a maximum of 10% credit for flood control STPs.
- e) Runoff Reduction. The Runoff Reduction Framework, as outlined in the VSMM, may be used to wholly or partially meet the treatment credits. The methods for meeting each treatment standard through runoff reduction are described in the VSMM.
- f) An STP submitted for credit must treat the stormwater to the full extent of the treatment standard as specified in the VSMM.
- g) For an STP to receive credit it does not have to treat all the stormwater on a parcel. Credit can be prorated for STPs that treat a portion of the impervious area on a parcel as long as the STP meets the requirements of the VSMM. For example, if a parcel contains 4 acres of impervious surface and installs an STP that treats stormwater from 2 acres of impervious surface to the full extent of the Water Quality Volume standard as specified in the VSMM, then that site is eligible for 50% of the WQv Credit. The site would receive a 7.5% reduction (i.e. the WQv credit is worth 15% credit,  $50\% \times 15\% = 7.5\%$ ) to its Stormwater fee.
- h) STPs utilized at State permitted redevelopment sites that are designed to treat 50% of the Water Quality Volume (WQv) are only eligible to receive 50% of the WQv credit amount ( $50\% \times 15\% = 7.5\%$ ).
- i) An STP is only eligible to receive credit for the treatment standards for which it meets in the VSMM. If a pond is designed to meet all CPv criteria, but does not meet all WQv criteria, only the CPv Credit will be applied to the Stormwater treated.
- j) STPs that receive permit coverage through the City's MS4 Permit are eligible to receive credit as long as the applicant operates and maintains the STPs. Inspection and reporting conducted by City staff do not preclude these STPs from receiving credit.
- k) A homeowner's association common area may receive credit for eligible STPs that are operated and maintained by the homeowner's association. Credits issued to incorporated homeowner's associations for STPs will be applied only to that portion of the parcel served by the STP.
- l) An STP owned by an incorporated homeowner's association but operated and maintained by the City is not eligible for credit.

m) If non-structural practices as outlined in VSMM are employed on a site, allowing reductions in the required treatment volumes for water quality ( $WQ_v$ ) and recharge ( $Re_v$ ) credit is available. A maximum of 10% credit will only be applied to that portion of a parcel served by the non-structural practice. These include:

- Natural area conservation
- Disconnect rooftop runoff and direct it to a pervious area that provides for infiltration and/or filtering
- Disconnect non-rooftop runoff from impervious surface areas and direct to pervious areas that provide for infiltration and/or filtering
- Stream buffers
- Grass channels

Sufficient information must be supplied to the Superintendent to verify that STPs, as designed and constructed, meet the treatment standards and criteria and/or restrictions as specified within the VSMM. These include documents like hydroCAD and engineer drawings.

All STPs and non-structural practices must be operated and maintained in proper condition at all times to control stormwater runoff to the treatment standards and criteria specified within the VSMM, as amended. Failure of the applicant to meet these requirements will result in the discontinuance of the credit as outlined in Section 6.

#### **B) MS4 or TS4 Credit**

- a) Credit is offered to entities that have a valid National Pollution Discharge Elimination System (NPDES) permit and are required by the State of Vermont to comply with General Permit 3-9014 or 3-9007, as amended. This credit, known as the MS4/TS4 Credit, is offered in recognition of the permit compliance activities performed by the MS4/TS4 permittee that may reduce impacts on non-point source stormwater runoff and/or provide an ongoing public benefit related to stormwater management.
- b) MS4/TS4 credit applicants must submit a credit application to receive the credit.
- c) The credit amount is 35% of the total stormwater fee assessed to the parcel. If the MS4/TS4 entity owns multiple parcels and therefore receives multiple bills, the 35% credit will be applied to every fee assessed to the MS4/TS4 entity.
- d) At no time will a parcel eligible for credits pay less than 1 equivalent residential unit (ERU).

### **C) Stormwater Education Credit**

- a) The Stormwater Education Credit is available to public and private schools that educate and inform their students about the importance of stormwater, local surface water, and groundwater resource protection. The rationale behind this credit is that the information provided will translate into appreciation and stewardship of water resources and thereby reduce negative impacts on local streams, ponds, and lakes that can result from uninformed citizens.
- b) Approval of the sufficiency of the educational program to meet the requirements stated in the NPDES Phase II MS4 Permit 3-9014, IV.H.1a.5.d, is as follows: Develop elementary, middle school, or high school education curricula regarding local stormwater concerns based on new or existing material.
- c) The credit amount is 20% of the total stormwater fee assessed to the parcel. The credit will be applied only to the school parcel(s) where the curriculum is taught.
- d) Schools that are interested in obtaining this credit must submit a completed application form to the Department of Stormwater. The form will require a description of the educational program, a list of educational tools used, an estimated number of students who will/have received the education, the length of the educational program, and the schedule for providing refresher teacher training courses.

### **D) Combined Sewer Credit**

- a) The Combined Sewer Credit is for a parcel that has a combined sewer system that carries both sewage and stormwater through the same network of pipes and is treated at a Wastewater Treatment Facility before discharging to a waterway.
- b) The credit will only be applied to that portion of the parcel(s) served by the combined sewer system.
- c) The amount of credit received will be based on the following calculation:
  - a.  $\text{Amount of impervious (sq. ft) area treated through WWTF} / \text{Total impervious area (sq ft) assigned to parcel} = \% \text{ credit}$
  - b. The amount of credit will be rounded up to the next whole number.

- d) Parcel owners must submit a credit application to receive the credit. A map showing the catchment area of the combined sewer system, with square footage of each system or systems noted is required.

#### **E) Federal National Pollutant Discharge Elimination System (NPDES) Permit or State of Vermont Stormwater Permit Credit**

- a) NPDES Permit or State Stormwater Permit is a credit to recognize parcels that have other federal or state permit requirements to perform best management practices, specifically intended to reduce the impact of stormwater runoff or provide an ongoing public health benefit related to stormwater management.
- b) The credit amount is 10% of the total stormwater fee assessed to the parcel. The credit will be applied only to the parcel(s) that are subject to the permit. The total amount of NPDES/State Stormwater permit for any given parcel cannot exceed 10% even if it is subject to multiple NPDES/State Stormwater permits.
- c) NPDES Permit Credits are assessed during the year after applicable permit or regulation compliance has been achieved. Many NPDES permits are issued on a multi-year (typically 5 year) cycle. Therefore, proof of compliance in Year 1 (e.g., the MS4 Permit Annual Report for Year 1) must be submitted and approved by the Stormwater Superintendent in order for the entity to receive 10% credit in Year 2.
- d) To be eligible for this Credit, a parcel owner must have a valid National Pollution Discharge Elimination System (NPDES) permit or State Stormwater Permit and be in compliance with their requirements. There are different types of permits that may be eligible for Credit as outlined below.
- e) Parcel owners must submit a credit application to receive the credit when applying for the first time for the NPDES or State Stormwater permit credit.
- f) Credit applicants must provide documents listed below with the Credit application submitted, and upon permit renewal or annual reporting (as indicated):
  - a. **Multi-Sector General Permit (MSGP)** – Credit will be available to property owners who must comply with State of Vermont General Permit 3-9003 (also Called the MSGP). The MSGP requires industrial facilities to identify potential sources of Stormwater pollution, implement measures to reduce the risk of Stormwater contamination, and test Stormwater discharges for sources of



pollution. Compliance can be achieved by obtaining a No Exposure Conditional Exclusion or creating and implementing a Stormwater Pollution Prevention Plan (SWPPP).

- i. List of documents that must be provided when the Credit application is submitted, permit renewed, or annual reporting:
  - 1. The facility's most recent Notice of Intent (NOI) or Notice of No Exposure Certification (NOX) for coverage under Vermont General Permit 3-9003. The NOI must be valid for the current permit period at the time the credit application is submitted.
  - 2. A copy of the MSGP facility's most recent Annual Report, including the results of any monitoring conducted in that year, or a copy of the No Exposure certification letter the facility received from VT DEC.
- b. **Other NPDES Permits-** A final determination regarding whether or not the terms of a particular NPDES permit makes a parcel eligible for NPDES permit Credit will be made by the Stormwater Superintendent.
  - i. List of documents that must be provided when the Credit application is submitted, permit renewed, or annual reporting:
    - 1. A copy of the applicable federal regulation or permit that requires the entity to perform Stormwater-related BMPs.
    - 2. A detailed description of the BMPs that are performed by the eligible entity, including the date(s) of BMP activities, person(s) involved, and BMP cost(s).
    - 3. A copy of the most recent Notice of Intent (NOI) for coverage under the NPDES permit. The NOI must be valid for the current permit period at the time the Credit application is submitted.
    - 4. A copy of the most recent Annual Report for the NPDES permit.
    - 5. Additional materials required as part of the application will be determined by the Stormwater Superintendent.
- c. **State of Vermont Stormwater Permit-** Credit will be given to parcels that have a valid general permit 3-9050 for stormwater runoff from an impervious area. The general permit covers all operational stormwater permitting, including new development, redevelopment, "three-acre sites", individual, and permit renewal.
  - i. List of documents that must be provided when the Credit application is submitted, permit renewed, or annual reporting:
    - 1. A copy of the permit issued.

2. A detailed description of the BMPs that are performed by the eligible entity, including the date(s) of BMP activities, person(s) involved, and BMP cost(s).
  3. A copy of the most recent Notice of Intent (NOI) for coverage under the State permit. The NOI must be valid for the current permit period at the time the Credit application is submitted.
  4. A copy of the most recent Annual Report for the State permit.
  5. Additional materials required as part of the application will be determined by the Stormwater Superintendent.
- g) Failure to provide copies of Annual Reports and current NOIs will result in loss of the NPDES Permit Credit. If reports are not received each year the applicant will be notified in writing and given a fifteen (15) day deadline in which to submit information. The NPDES Permit Credit will be revoked if information is not received before the deadline. If a Credit is revoked, the property owner will have to reapply to receive Credit.

## **Appendix: Credit Application Forms**

DRAFT



## Memo

To: Essex Junction City Council  
From: Ashley Snellenberger, Communications & Strategic Initiatives Director  
Meeting Date: April 23, 2025  
Agenda Item: City Council & Department Head Retreat Agenda

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**Issue:** A retreat for the City Council and Department Heads has been scheduled for June 4, 2025, to discuss next steps in the strategic planning process and priorities for FY 27.

**Discussion:** The City Manager and Department Heads have prepared a draft agenda for the day with options for the Council to consider. The primary agenda topics will include celebrating FY 25 accomplishments, reviewing Pillars and Action Items, discussing the Pillars as a group, voting and talking about priorities, and reflecting on the process thus far. Refer to the agenda for a more detailed explanation of the day. We suggest that we hire a facilitator for the day. If we do that, we will work on refining the specific agenda with the facilitator. We may need more time as a result of that process.

**Cost:** The budget has \$14,000 left in the Special or New Programs category under the Legislative budget for the strategic plan.

**Recommendation:** Based on the proposed agenda, we suggest holding a half-day (or so) retreat at CVE and hiring a facilitator to help direct the team, allowing everyone to participate.

Staff is looking for comments from the Council on this approach.

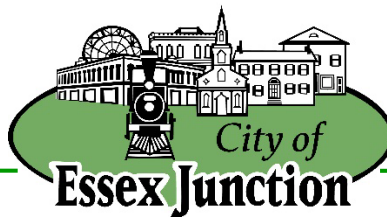
**Recommended Motion:** None

**Attachments:**

# Strategic Plan Retreat Agenda

## June 4, 2025

Start Time	Duration	Agenda Item
8:00 AM	15 min	Meeting Called to Order & Welcome
8:15 AM	15 min	Icebreaker/team-building activity
8:30 AM	15 min	Celebration of Accomplishment in FY 25 <ul style="list-style-type: none"> <li>A brief presentation of the action items that each department head accomplished on their work plans in FY 25</li> </ul>
9:00 AM	30 min	Review of Pillars and Action Items <ul style="list-style-type: none"> <li>Explain each pillar and action item along with the current list of department action items for FY 26.</li> <li>Have participants reflect on the pillars and action items and write down potential future action items or issues to address for each of the six pillars.</li> </ul>
9:30 AM	15 min	Break
9:45 AM	1 hr – may take longer	Group Discussion of the Pillars <ul style="list-style-type: none"> <li>Form four groups. Each group starts at a pillar located around the room and will ultimately rotate through all six. The idea is to review and brainstorm future action items not included in the current work plans for departments. The groups should discuss what they like and dislike about each existing item. After reviewing the list, they should brainstorm additional items to include from their ideas in the previous exercise, adding up to three new ideas at each pillar with potential fiscal years. Groups have a set amount of time at each pillar.</li> <li>As a full group, review the idea lists (both old and new) for each pillar. Allow for clarifying questions so everyone will have a clear understanding of each item.</li> </ul>
10:45 AM	15 min	Vote on Priorities <ul style="list-style-type: none"> <li>Everyone votes for their top three choices at each pillar (markers with check marks or sticky dots).</li> </ul>
11:00 AM	15 min	Break
11:15 AM	30 min	Share Results and Discussion of Priorities for FY 27
11:45 AM	15 min	Discussion of process and changes for FY 26 <ul style="list-style-type: none"> <li>Review the process from Work Plans to Retreat and see if any changes need to be made or suggestions to make the process better.</li> </ul>



## MEMORANDUM

**To:** Essex Junction City Council

**From:** Regina Mahony, City Manager

**Meeting Date:** April 23, 2025

**Subject:** Executive session for a contract

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**Issue:** The issue is whether the City Council will enter executive session to discuss a contract.

**Discussion:** To have a complete and thorough discussion about this topic, an executive session may be necessary because the premature disclosure of the information may put the City Council and the City at a substantial disadvantage. Contracts can be a protected discussion.

**Cost:** N/A at this time

### **Recommendation:**

If the City Council wishes to enter executive session, the following motions are recommended:

#### Motion #1

"I move that the City Council make the specific finding that premature disclosure of the contractual matters would place the city at a substantial disadvantage."

#### Motion #2

"I move that the City Council enter into executive session to discuss a contract, pursuant to 1 V.S.A. § 313(a)(1)(A) to include the City Council and City Manager."

**CITY OF ESSEX JUNCTION  
CITY COUNCIL  
REGULAR MEETING  
MINUTES OF MEETING  
April 9, 2025**

**COUNCILORS PRESENT:** Raj Chawla, President; Amber Thibeault; Vice President; Tim Miller, Clerk; Marcus Certa, Elaine Haney.

**ADMINISTRATION:** Regina Mahony, City Manager; Chelsea Mandigo, Water Quality Superintendent; Jess Morris, Finance Director; Ashley Snellenberger, Communications & Strategic Initiatives Director.

**OTHERS PRESENT:** John Alden, Bethany Clark, Resa Mehren, Tim Shea, Brian Shelden.

**1. CALL TO ORDER**

City Council President Chawla called the meeting to order at 6:30 P.M.

**2. AGENDA ADDITIONS/CHANGES**

None.

**3. APPROVE AGENDA**

None needed.

**4. PUBLIC TO BE HEARD**

**a. Comments from Public**

Resa Mehren asked if any of the City's federal grant funding is earmarked for cancellation. She also noted that she had difficulty accessing the recording for the last Governance Subcommittee meeting and asked whether that meeting is open to the public. City Manager Mahony replied that there are two federal grants the City is tracking and that it has been confirmed that the federal funding for the Connect the Junction project is secure. She noted that there is more concern about the grant related to the Amtrak project, given that the grant has not yet been obligated at the federal level. She added that City staff will look into the issue about accessing that Subcommittee's meetings, as that meeting is intended to be open to the public.

**5. PUBLIC HEARING**

**a. Stormwater Utility New Ordinance 21 Public Hearing**

City Council President Chawla opened the public hearing.

Water Quality Superintendent Mandigo's presentation covered the definitions of stormwater management and stormwater utilities, how user fees are calculated, the City's proposed credit manual for its stormwater utility, and the proposed or amended stormwater chapters for the City's Municipal Code. She outlined the history of stormwater management and the problems it is intended to address (stormwater runoff leading to degraded water quality in Lake Champlain), and how stormwater utilities can aid a municipality in spreading the financial burden of managing stormwater equitably. She outlined how impervious area is calculated to determine the standard unit of charge for the stormwater utility and then how the stormwater utility fee is calculated for each residential unit. She spoke about the credit manual, saying that non-single-family properties can apply to receive credit toward their stormwater fee by demonstrating stormwater treatment practices, by holding an MS4 or TS4 permit, or by demonstrating teaching stormwater or water quality curriculums, and noting that properties would need to recertify for credits every two years.

Water Quality Superintendent Mandigo then spoke in more detail about the newly-proposed chapter in the City's Municipal Code that establishes the City's stormwater utility (Chapter 21). She said that it outlines the administration, development, and procedures of the utility, the assignment of billing units, credits, billing and collection procedures, and the formation of an enterprise fund for stormwater. She spoke about changes

since the 2024 public hearings on this subject, including modifications to the exemption list and to State statute that references the establishment of utilities.

She spoke briefly about next steps, which include the establishment of the rates for Fiscal Year 2026 and mailing out the first round of stormwater utility bills in October 2025.

City Manager Mahony noted that the City is also recommending an additional 10% credit option to acknowledge the variety of stormwater permits that exist and the work that larger properties have to do to maintain them. She also noted a recommendation pertaining to removing specificity around the types of credits in the ordinance and maintain that specificity in the credit manual instead.

The following public comments were received:

- Tim Shea, Executive Director of the Champlain Valley Exposition, noted that of CVE's 33 acres of impervious surface, all but five of them are being treated for stormwater and that they are working to bring themselves up to current state standards. He said that with the calculations as they stand, they have calculated that CVE would pay an annual City stormwater fee of \$35,000, which is exorbitant for a nonprofit organization. He urged the Council to continue exploring the credit manual and credit options, which could help reduce that cost for CVE.

City Council President Chawla closed the public hearing.

## 6. **BUSINESS ITEMS**

### a. Discussion and Consideration of the Stormwater Utility (New Ordinance 21) and the Stormwater Utility Credit Manual

Water Quality Superintendent Mandigo said that City staff would like City Council input on several items related to the credit manual (including the 10% credit for properties that hold current state and federal permits, and a credit to recognize the unique situation of Global Foundries, which already treats a portion of its stormwater through a combined sewer/stormwater system). She said they would also like City Council input on staff recommendations related to phasing the utility's budget in over two years (including the capital funds in year two rather than in its first year). She added that the Council will also need to decide whether to hold another public hearing to make the change to remove the specificity within the ordinance related to the types of credits in the credit manual.

Councilor Certa said that the 10% credit could be used as an incentive for potential future development if it weren't an overlapping credit with the 50% credit cap. City Manager Mahony said that the system is so regulated as it is at the state and federal level that the 10% credit is acknowledging that from the City side. Councilor Haney asked about the likelihood of larger parcels achieving a 50% credit, and City Manager Mahony replied that not many users are taking advantage of credits in other utilities, and that the City is in a unique position in that it is developing its utility in tandem with many property owners needing to grapple with 3-acre permitting requirements from the state.

Councilors agreed to the phasing approach laid out by staff, which would leave the capital funds out of the budget for the first year of implementation. They agreed to make available the 10% credit for properties with an existing permit. They agreed to amend the ordinance to remove the specificity around the types of credits. They agreed to add a credit manual option for combined sewer treatment.

Councilor Certa asked if utility bills will show the number of ERUs for a property when calculating the amount for the stormwater utility. Finance Director Morris replied that the City is working with its billing administrators to determine what level of specificity will be on stormwater utility bills, but bills will at least show whether the property is a single-family user or non-single-family user.

**City Council President Chawla made a motion, seconded by Councilor Certa, that the City Council warn a public hearing on April 23, 2025 at 6:30 P.M. to receive comment on changes to the Essex**



**Junction municipal ordinance Chapter 21 and ordinance relating to stormwater utility regulation and the stormwater user fee credit manual as amended, and with any edits as discussed tonight. The motion passed 5-0.**

b. Discussion and Consideration of 2 Lincoln Renovation Update and Re-Assign Funds

John Alden, architect at Scott & Partners, spoke on this item as the architect team leader for the renovations of 2 Lincoln Street. City Manager Mahony also spoke, noting additional detail on cost updates to the project and a request to allocate an additional \$500,000 to the project. Mr. Alden spoke about how the initial cost of the project had been subject to what was discovered once renovation work began, noting that they have found that the building was originally four separate structures that were joined together in a manner that was altogether not of the highest quality. He said they have had to conduct structural reinforcement of the outside walls and stabilize the roof. He noted that due to this, they have been able to better insulate the walls. He also noted that some of the costs quoted by the contractor have increased due to difficulty in sourcing subcontractors for some portions of it. He said that they anticipate any future cost surprises from the project to be cosmetic and smaller in nature than this. He emphasized that in the long run, these surprises they have addressed will result in a more durable, longer-lasting, comfortable, and more energy-efficient building. Councilor Certa asked if the City could have done anything to get a tighter cost estimate at the outset of the project. Mr. Alden noted that there were headwinds for the City, which included a tough bidding climate and coverage issues with subcontracting for the project. He added that predicting what is behind walls is difficult without removing portions of the wall, so that elements was difficult to anticipate. He noted that as part of this project, the team is documenting what was discovered in the walls and what was improved, so the City has a record of what will be in the walls and where, for future reference.

**City Council President Chawla made a motion, seconded by Councilor Certa, that the City Council assign \$400,000 in LOT funds for this project, reassign an additional \$100,000 from the Building Maintenance Fund for this project, and authorize the City Manager to complete the renovation of 2 Lincoln Street with the Not To Exceed amounts as identified by staff herein, and approve change orders and contract amendments as needed. The motion passed 5-0.**

c. Discussion and Consideration of the City's Rebranding Request for Proposals

Communications & Strategic Initiatives Director Snellenberger spoke about this item, which pertains to an RFP for a rebranding project for the City, the ultimate goal of which is to create a longstanding recognizable brand identity for the City. She said that it will include a new City logo, letterhead, report cover memos, signage, and banners for the City's flagpoles, as well as new sub-logos for departments. She spoke about the three phases of the project, which include the RFP process and a temporary committee to help with this (including representation from the City Council), a design phase, which will entail soliciting Councilor and community feedback on proposed options, and a phase related to the changeover of the logo itself. She said they anticipate having a logo by July and having all logos changed over within a three-year period. Councilor Certa asked about the historical context around sub-branding for the Fire, Police, and Library departments. City Manager Mahony noted that there is logic to keeping some of the departments' logos untouched, but that it would be interesting to solicit feedback from bidders on their suggestions to honor past logos while making the connection between them and any new logo. Councilor Certa spoke about the importance of assembling the right committee composition for this work. Councilor Haney spoke about the importance of any design being attentive to and honoring the mission statements and slogans of the various departments, and asked that this be included in the RFP. Councilor Miller volunteered to be on the RFP committee.

d. \*Discussion and Consideration of an Executive Session to Discuss a Contract

See item #10a below.

**7. CONSENT ITEMS**

a. Approve Meeting Minutes: March 25, 2025 and March 26, 2025

b. Acting as the Liquor Control Commission – Approve Liquor/Tobacco Licenses

c. Acting as the Cannabis Control Commission – Approve Tier 1 Manufacturer Application at 8 Taft St

d. Approve Amendments to Tree Planting Outside of Public Right-of-Way Policy

**Councilor Haney made a motion, seconded by Councilor Certa, to approve the consent agenda as presented. The motion passed 5-0.**

8. **COUNCILOR COMMENTS & CITY MANAGER REPORT**: City Manager Mahony noted that Champlain Water District has asked residents to conserve water on April 16 from 8:00 A.M. to 6:00 P.M so that they can conduct a water treatment plant shutdown. She thanked the community for its support of the City budget for FY26 and for the affirmative pump station bond vote. City Council President Chawla thanked Bethany Clark and Brian Shelden for putting their names forward to fill the vacant City Council seat, and congratulated Mr. Shelden for his win.

9. **READING FILE**

- a. Check Warrant #240702 – April 4, 2025
- b. March Financial Reports
- c. LOT Fund Sidewalk Projects for FY25 and FY26
- d. Regional Boards and Commissions Minutes Memo
- e. Police Community Advisory Board Minutes – March 18, 2025
- f. Development Review Board Minutes – March 20, 2025
- g. Chittenden County Regional Planning Commission Draft Housing Targets
- h. Chittenden County Communications Union District 2024 Annual Report
- i. VELCO Notification Letter – Using Drones for Inspections

10. **EXECUTIVE SESSION**

- a. \*An Executive Session may be needed to discuss a Contract

**Councilor Certa made a motion, seconded by City Council President Chawla, that the City Council make the specific finding that premature disclosure of the contractual matters would place the city at a substantial disadvantage, and that the City Council enter into executive session to discuss a contract, pursuant to 1 V.S.A. § 313(a)(1)(A) to include the City Council and City Manager. The motion passed 5-0 at 8:07 P.M.**

**City Council President Chawla made a motion, seconded by Councilor Miller, to exit executive session. The motion passed 5-0 at 8:32 P.M.**

11. **ADJOURN**

**City Council President Chawla made a motion, seconded by Councilor Haney, to adjourn the meeting. The motion passed 5-0 at 8:32 P.M.**

Respectfully Submitted,  
Amy Coonradt

**CITY OF ESSEX JUNCTION  
CITY COUNCIL  
SPECIAL MEETING – SITE VISIT  
MINUTES OF MEETING  
April 13, 2025**

**COUNCILORS PRESENT:** Raj Chawla, President; Amber Thibeault; Vice President; Tim Miller, Clerk;  
Marcus Certá, Elaine Haney.  
**ADMINISTRATION:** Regina Mahony, City Manager

**1. CALL TO ORDER**

City Council President Chawla called the meeting to order at 4:05 P.M.

**2. AGENDA ADDITIONS/CHANGES None**

**3. APPROVE AGENDA None**

**4. SITE VISIT**

a. Visit 2 Lincoln Street to review the renovation project: Conducted a site visit at 2 Lincoln Street

**5. BUSINESS ITEMS None**

**6. CONSENT ITEMS None**

**7. COUNCILOR COMMENTS & CITY MANAGER REPORT None**

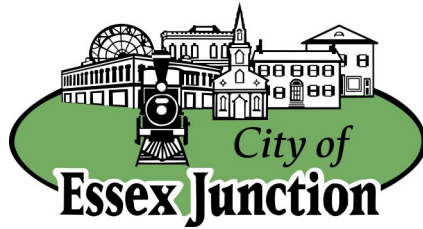
**8. READING FILE None**

**9. EXECUTIVE SESSION None**

**10. ADJOURN**

**Council President Chawla made a motion, seconded by Council Vice President Thibeault, to adjourn the meeting. The motion passed 5-0 at 4:45 P.M.**

Respectfully Submitted,  
Joanne Pfaff



## **Memorandum**

**To:** City Council, Regina Mahony, City Manager  
**CC:** Ron Hoague, Police Chief  
**From:** Susan McNamara-Hill, Clerk  
**Re:** Liquor License applications  
**Date:** April 23, 2025

---

## **Issue**

The issue is whether the Council will approve the Liquor License applications for businesses in the City of Essex Junction listed in the April 17, 2025 memorandum from Police Chief Ron Hoague re: "Liquor License Applications."

## **Discussion**

The following applications have been reviewed by the police department and are recommended for approval.

1<sup>st</sup> class (with outside consumption):

- Sana Enterprises, LLC (Café Mediterano, 60 Pearl Street, Suite A)
- Jake Tran (The Firebird Café, 1 Main Street)

1<sup>st</sup> class and 3<sup>rd</sup> class (with outside consumption):

- SE & NP, Inc. (Park Place Tavern, 38 Park Street)
- Sparky's BBQ & Grill (Sparky's BBQ & Grill, 4 Lincoln Place)

The following applications are pending review by the police department:

1<sup>st</sup> class and 3<sup>rd</sup> class (with outside consumption):

- On Tap Bar & Grill – 4 Park Street
- Hornet's Nest Pub – 12 Railroad Avenue

## **Recommendation**

Staff recommends that the Council approve the Liquor License applications for businesses listed in the April 17, 2025, memorandum re: "Liquor License Applications".

Staff also recommends that the Council approve the 1<sup>st</sup>, 3<sup>rd</sup>, and outside consumption applications from On Tap Bar & Grill and Hornet's Nest Pub pending approval from the Essex Police Department.

## DEPARTMENTAL MEMORANDUM



Date: April 17, 2025

---

**To:** Regina Mahony  
City Manager

**From:** Ron Hoague  
Chief of Police

**Subject:** Liquor License Applications

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

Sana Enterprises, LLC  
*Includes outside consumption*

DBA: Café Mediterano  
60 Pearl Street, Suite A  
Essex Junction, VT 05452

Jake Tran  
*Includes outside consumption*

DBA: The Firebird Cafe  
1 Main Street  
Essex Junction, VT 05452

SE & NP, Inc  
*Includes 3<sup>rd</sup> class and outside consumption*

DBA: Park Place Tavern  
38 Park Street  
Essex Junction, VT 05452

Sparky's BBQ & Grill  
*Includes 3<sup>rd</sup> class and outside consumption*

DBA: Sparky's BBQ & Grill  
4 Lincoln Street  
Essex Junction, VT 05452

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

*Please Print*

Applicant's Name: Brad Luck

Organization: EJRP

Tax Exempt #: \_\_\_\_\_ Non-Profit: \_\_\_\_\_ Yes \_\_\_\_\_ No

Address: 75 Maple St.

Phone: 802-310-4067 Email: bluck@ejrp.org

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

Message and dimensions: over dam + at 2 Lincoln

Essex Memorial Day Parade, Saturday, Memorial Day  
Weekend  
10am

Locations you would like the event flags displayed: /

Dates to be hung: From: 2 weeks before To: anytime after parade

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

Signed: BL Date: 4/15/25

Please return completed application to the Managers Office, City of Essex Junction, 2 Lincoln Street, Essex Junction, VT 05452.

**OFFICE USE ONLY**

Insurance Certificate received: \_\_\_\_\_ Yes \_\_\_\_\_ No

Liability Waiver received: \_\_\_\_\_ Yes \_\_\_\_\_ No

\$350 fee received: \_\_\_\_\_ Yes \_\_\_\_\_ No

Application complete: \_\_\_\_\_ Yes \_\_\_\_\_ No

Waiver signed: Yes \_\_\_\_\_ No \_\_\_\_\_

City Council approval (date): \_\_\_\_\_

**City of Essex Junction, VT**  
**Application to Close or Obstruct a Street for a Community Event**

I/we do hereby make an application, as required by the City of Essex Junction, VT, to close or obstruct a City street for the purpose of a Community Event.

**CONDITIONS:**

1. Provide a detailed site plan and/or aerial view of the street(s) to be closed or obstructed. This must include provisions for emergency access. Return the site plan with your completed application sixty (60) days in advance of the event to the City Office, Attention Managers Office, 2 Lincoln Street, Essex Junction, VT 05452, or email [admin@essexjunction.org](mailto:admin@essexjunction.org). It requires final approval from the City Council per The City of Essex Junction Municipal Code, Chapter 2, Section 208. The City Council meets on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of every month, so please plan accordingly.
2. Work with the Essex Junction Public Works Department (802-878-6942 or 802-878-6944 x1600) 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 (12) 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:

Lincoln St. (St. James to 5 Corners) + Pearl St. (5 Corners to CVE entrance)

Purpose:

Essex Memorial Day Parade

Date:

Saturday, May 24

Hours:

9:15am to 11:15am  
(including set up and tear down)

Name of Organizer (please print)

Brad Luck

Organization/Event Name

EJRP

Email:

bluck@ejrp.org

Cell # (required on site):

802-310-4067

Address

75 Maple St.

Applicant Signature

BL

Date

4/15/25



**FOR COMPLETION BY STAFF**

**Date Application Received:** 4/15/2025

**Public Works** Date approved 16/04/2025

Approved by: *Rick Jones*  
Rick Jones (Apr 16, 2025 06:45 EDT)

Comment: \_\_\_\_\_

**Police Dept.** Date approved 16/04/2025

Approved by: *Ron Hoague*

Comment: \_\_\_\_\_

**Fire Dept.** Date approved 15/04/2025

Approved by: *Chris Gaboriault*  
Chris Gaboriault (Apr 15, 2025 20:40 CDT)

Comment: \_\_\_\_\_

**Date Approved by the City Council:** \_\_\_\_\_





# MEMORANDUM

**TO:** City Manager/Council  
**FROM:** Karen K. Lemnah, Assessor  
**DATE:** April 15, 2025  
**RE:** Notice of Tentative Redetermination of Equalized Education Property Value and Coefficient of Dispersion and stipulation agreement.

=====

## Issue:

The issue is whether the Council will approve the attached Notice of Tentative Redetermination of Equalized Education Property Value and Coefficient of Dispersion and authorize the President to sign the attached stipulation agreement.

## Discussion:

The attached Notice of Tentative Redetermination of Equalized Education Property Value and Coefficient of Dispersion, in addition to the stipulation agreement is the result of the petition letter to the Director of Property Valuation and Review to redetermine the 2024 Equalization Study Results. The letter of petition was approved by the Council and signed by the President on January 7, 2025.

## Recommendation

The recommendation is for the Council to approve the attached Notice of Tentative Redetermination of Equalized Education Property Value and Coefficient of Dispersion and authorize the President to sign the attached stipulation agreement.



**State of Vermont**  
**Department of Taxes**  
133 State Street  
Montpelier, VT 05633-1401  
**www.tax.vermont.gov**

*Agency of Administration*

[phone] 802-828-2505  
[fax] 802-828-2701

April 10, 2025

Chair, Selectboard, City of Essex Jct  
3 Lincoln St  
Essex Jct, VT 05452

**Notice of Tentative Redetermination of Equalized Education Property Value and Coefficient of Dispersion**

As a result of your request for redetermination, a representative from our Division discussed the study results with officials in your municipality. The recommendations were reviewed, and the following changes were made:

- 208-066-15142- remove code 18- add sale back
- 208-066-41431- add sale back – ref #262
- 208-066-15265- add sale back with corrected listed value
- 208-066-15837- add sale back – ref #274

The changes revised our values for the January 1, 2025, determination as follows:

Equalized Education Property Value: \$ 2,073,907,326

Common Level of Appraisal: 55.07 %

Coefficient of Dispersion: 9.23 %

**Please review the enclosed stipulation agreement.** By signing and returning the stipulation, you are accepting these results and withdrawing your petition for a formal hearing. If you accept our revised results, have both copies signed by the chair of your legislative body and return one copy to our office within 10 days of receipt of this letter.

If you decide not to accept, a hearing on this issue will be held before the Commissioner's Hearing Officer on Wednesday, April 30, 2025, at 10:00 a.m.



Sincerely,



Jill Remick, Director

Property Valuation and Review

Enclosures: Stipulation Agreement; Appeals Procedures Instructions

cc: Town Clerk

Chair, Board of Listers / Assessor

Chair, School Board

Superintendent of Schools

District Advisor



## Equalization Study Hearing Instructions

The Vermont Department of Taxes' Division of Property Valuation and Review (PVR) is committed to carrying out its statutory functions in a timely manner. To facilitate these goals, PVR is taking the following steps:

- Hearings will be held in-person hearing at our Montpelier office.
- With Christie Wright's approval towns in person hearing in Montpelier.
- Three identical copies of exhibits must be sent to:
  - The Tax Department's Hearing Officer, Margaret Burke at ([Margaret.Burke@vermont.gov](mailto:Margaret.Burke@vermont.gov));
  - PVR representative Christie Wright at ([Christie.Wright@vermont.gov](mailto:Christie.Wright@vermont.gov));
  - And the Town or City

no later than two weeks prior to the hearing through first-class mail or email, or both, unless otherwise directed by the Hearing Officer.

Exceptions to this requirement may be made at the discretion of the Hearing Officer only upon a showing of good cause as to why the exhibit was not submitted on time and may result in a continuance of the hearing or disallowance of the exhibit.

If an electronic copy is large in size, the Hearing Officer should be advised prior to the document being emailed and may require the document to be sent via U.S. mail only.





**Essex Jct. 2024**

<b>Certified to County:</b>	<b>\$2,073,907,000</b>	<b>CLA:</b>	<b>55.07</b>
<b>Certified to State:</b>	<b>\$2,073,907,000</b>	<b>Townwide COD:</b>	<b>9.23</b>

C: *Class*  
T: *Town-wide*  
O: *Override*

Essex Jct. 2024

Essex Jct. - 2024 Certified Redetermined Final

Redetermined Certified Final Listed Value of Contracts and Exemptions and CUSE Values Used in Computations

Total Approved VEPC:	0	Total Grandfathered Exemptions:	0
Total Approved TIF District:	0	Total Municipal Contracts (Owner Pays Ed. Tax):	0
Total Non-Approved Exemptions:	0	Total Special Exemptions Value:	630,200
Total Partial-Statutory Exemptions:	0	Total Current Use Reduction Value:	380,100
Total Veterans Exemptions EGL:	370,000	Total PVR-Applied - MGL/EGL:	0
Total Veterans Exemptions MGL:	1,480,000	Total PVR-Applied - EGL:	0
		Total PVR-Applied - MGL:	0

CUSE CLA: 0.6783

Category	Building Value (1)	Enrolled Land Value (2)	Use Value Divided by CLA (3)	Total CUSE Subtracted from 411 LV (1+2)	Total CUSE Included in EEGL (1+3)
R1	0	0	0	0	0
R2	0	0	0	0	0
MHU	0	0	0	0	0
MHL	0	0	0	0	0
S1	0	0	0	0	0
S2	0	0	0	0	0
C	0	0	0	0	0
CA	0	0	0	0	0
I	0	0	0	0	0
UE	0	0	0	0	0
UO	0	0	0	0	0
F	0	131,100	193,277	131,100	193,277
O	0	0	0	0	0
W	0	0	0	0	0
M	0	0	0	0	0
	0	131,100	193,277	131,100	193,277



**State of Vermont**  
**Department of Taxes**  
133 State Street  
Montpelier, VT 05633-1401  
**www.tax.vermont.gov**

*Agency of Administration*

[phone] 802-828-2505  
[fax] 802-828-2701

April 4, 2025

Chair, Selectboard City of Essex Jct  
3 Lincoln St  
Essex Jct, VT 05452

Petition for Redetermination of 2024 Equalization Study Results: City of Essex Jct

### **Stipulation Agreement**

We the petitioners in the above referenced matter, and the Division of Property Valuation and Review of the Vermont Tax Department of Taxes, join in stipulating that the Equalized Education Property Value, the Common Level of Appraisal and the Coefficient of Dispersion of said municipality has been redetermined as follows:

Equalized Education Property Value:	\$ 2,073,907,326
Common Level of Appraisal:	55.07 %
Coefficient of Dispersion:	9.23 %

We the undersigned, acting on behalf of the City of Essex Jct, accept these results as the Equalized Education Property Value and Coefficient of Dispersion as of April 1, 2024, and will not pursue any further appeals or request additional changes to the values listed above.

The Division of Property Valuation and Review agrees to certify these figures as the Equalized Education Property Value and Coefficient of Dispersion for your municipality as of April 1, 2024.

You can find your revised results in VTPIE by going to the Equalization Study, click on Ratio Studies – click on down arrow of most recent Redetermined Final Sales, choose “View”. Go to Reports on the top right side to print sales report, then click on blue button “VT Equalization” and click on “Reports” and print Computation Sheet.





Date:

By:

---

Chair of Legislative Body City of Essex Jct

Date:

By:

---

Jill Remick, Director, Property Valuation and Review

Please sign and return the original to:

Vermont Department of Taxes  
Division of Property Valuation and Review  
133 State Street  
Montpelier, VT 05633-1401

cc: Chair, Board of Listers / Assessor

Chair, School Board

Superintendent of Schools

District Advisor





**State of Vermont**  
**Department of Taxes**  
133 State Street  
Montpelier, VT 05633-1401  
[www.tax.vermont.gov](http://www.tax.vermont.gov)

*Agency of Administration*

[phone] 802-828-2505  
[fax] 802-828-2701

April 4, 2025

Chair, Selectboard City of Essex Jct  
3 Lincoln St  
Essex Jct, VT 05452

Petition for Redetermination of 2024 Equalization Study Results: City of Essex Jct

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Date:

By:

---

Chair of Legislative Body City of Essex Jct

Date:

By:

---

Jill Remick, Director, Property Valuation and Review

Please sign and return the original to:

Vermont Department of Taxes  
Division of Property Valuation and Review  
133 State Street  
Montpelier, VT 05633-1401

cc: Chair, Board of Listers / Assessor

Chair, School Board

Superintendent of Schools

District Advisor



**CITY OF ESSEX JUNCTION  
OFFICIAL RESULTS  
ANNUAL MEETING  
APRIL 08, 2025**

Number of Voters on Checklist	7959
Number of Early/Absentee Ballots	849
Number of Voters checked in on Checklist	1867
Number of defective ballots	0
Total Number of Voted Ballots (includes early/Absentee)	1867

**ARTICLE 1.** Shall the voters approve an annual General Fund Budget in the amount of \$12,419,241 for fiscal year July 1, 2025 to June 30, 2026, \$11,405,931 of which is to be levied in taxes against the City Grand list?

Yes: 1428    No: 413    Blank Votes: 26

**ARTICLE 2.** Shall general obligation bonds or notes of the City of Essex Junction in an amount not to exceed three million eight hundred thousand Dollars (\$3,800,000.00), subject to available grants-in-aid, if any, be issued to finance the cost of retrofitting the three pump stations located on West Street, Maple Street and River Street?

Yes: 1616    No: 218    Blank Votes: 33

**ARTICLE 3.** To elect City officers required by law including: one City Council member (three-year term); one Library Trustee (five-year term) and one Champlain Water District Commissioner (three-year term)?

City Council	1 Three-year terms	Bethany Clark	791
		Brian Shelden	932
		Write-ins	11
		Blank Votes	133
Library Trustee	1 Five-year term	Venessa Luck	1613
		Write-ins	8
		Blank Votes	246
Champlain Water	1 Three-year term	Aaron Martin	1629
District Commissioner		Write-ins	4
		Blank Votes	234
*Elected			

Attest: Susan McNamara-Hill  
Susan McNamara-Hill, City Clerk

## City of Essex Junction Governance Committee Meeting Minutes

Thursday, March 27, 2025 @ 6:30 PM

**Members present:** Marcus Certa, Thomas Coen, Steve Eustis, Elaine Haney, Deb McAdoo, Candace Morgan, Brian Shelden, Gabrielle Smith, Marlon Verasamy

**Staff present:** Brad Luck, Regina Mahony

**Members of the public present:** Raj Chawla

After a round of introductions, Brad Luck reviewed the purpose of the committee.

The following officers were elected unanimously: Steve Eustis, chair; Marlon Verasamy, vice chair; Elaine Haney, secretary.

### Governance Considerations to Explore

Brad Luck reviewed the following governance considerations the committee will explore:

- Forms of government including the current council/manager model, mayor/council, and strong mayor/weak mayor
- Term lengths of various models
- Term limits
- At-large versus ward or district-based representation
- Council member compensation
- Council meeting frequency
- Neighborhood assemblies (as recommended by Essex Governance Group report of 2015)

Other potential topics include:

- Representative Town Meeting was determined to be no longer relevant now that Essex Junction uses Australian ballot for all voting.
- Communications and community engagement
- Moving election day to align with Vermont's Town Meeting Day on the first Tuesday in March along with EWSD

The group agreed to remove the topic of meeting frequency from the list of items to be considered.

Raj Chawla shared his thoughts about the various benefits, barriers, and rules for public participation at council meetings.

The group agreed there would most likely be recommendations for charter changes as well as recommendations for good governance.

#### Plan & Timeline

Brad Luck provided a list of municipalities similar to Essex Junction that are appropriate for comparison in terms of population, square mileage, and governance model. They are Winooski, St. Albans City, Barre City, Montpelier, Rutland, Barre Town, Williston, Burlington, and Brattleboro. The group agreed that the annual budgets and tax rates of each municipality be added to this list.

He suggested that the committee be divided into groups of three and each group would research three municipalities. Before embarking on the research the committee would generate a common set of questions to answer and possibly develop a survey to gather information from officials in each municipality.

Gabrielle Smith identified a need for more conversation among the group to solidify the scope of the work and to monitor progress.

The group agreed to capture potential research questions and ideas through a shared online document. Brad will provide links to the charters of the municipalities to be researched.

#### Future Meetings

The group agreed to meet on the second and fourth Thursday of the month at 6:30 PM. Brad will send calendar invitations.

Marcus Certa offered to provide the group with details regarding the different forms of governance discussed.

The meeting was adjourned at 8:09 PM.

Respectfully submitted,

Elaine Haney

## City of Essex Junction Governance Committee Meeting Minutes

Thursday, April 10, 2025 @ 6:30 PM

**Members present:** Thomas Coen, Marlon Verasamy, Brian Shelden, Gabrielle Smith, Steve Eustis, Candace Morgan, Deb McAdoo, Marcus Certa

**Members absent:** Elaine Haney

**Staff Present:** Brad Luck

Steve opened the meeting at 6:32 pm.

No change in the agenda.

No public were present to be heard today.

Motion to accept minutes from the March meeting was made by Marlan and seconded by Marcus, unanimously accepted.

Marcus reviewed a presentation on the Three Forms of Government where he shared the three most common models, Council-Manager, Council-Strong Mayor, and Council-Weak Mayor governance structures, and pros and cons associated with each. See the presentation for details.

Next, Brad led us through a review of the committee member's responses to the survey questions that he circulated to the group prior to the meeting. Highlights of this discussion included:

- General agreement that any change we make should only be additive.
- The group expressed a desire to hear challenges and barriers from past and present Council/Trustee members. There was strong leaning toward 5 or 7 members, with the subcommittee work being a significant factor of consideration.
- There was general agreement that the Council choose their Council Leader.
- The length of term for 3 years was the group favorite, and the suggestion of a 2-year term to reduce the length of commitment and remove a potential barrier to participation warranted further exploration.
- The Term Limit conversation included equal pros and cons. The group was curious to learn about other community's experiences with term limits, agreement was for further exploration.

We were able to get through to survey question #5. Next meeting on 4/24/2025 will be remote only and we will finish this survey review. **Members are requested to complete the survey online before the next meeting if possible.**

Deb made a motion to close the meeting, Marlon seconded, and the vote was unanimous. Meeting adjourned at 8:25 pm.

Respectfully submitted,

Deb McAdoo



**CITY OF ESSEX JUNCTION  
CAPITAL PROGRAM REVIEW COMMITTEE MEETING  
DRAFT MINUTES OF MEETING  
APRIL 1, 2025**

**COMMITTEE:** Amber Thibeault, Chair; Kevin Collins; Karen Dolan; Nathan Doudera; Mike Plageman, Justin Rabidoux

**ADMINISTRATION:** Jeff Kershner, City Engineer; Ricky Jones, Public Works Superintendent; Jess Morris, Finance Director; Chris Yuen, Community Development Director

**OTHERS PRESENT:** John O'Brien

**1. CALL TO ORDER**

Ms. Thibeault called the meeting to order at 6 PM.

**2. AGENDA ADDITIONS/ CHANGES**

None.

**3. PUBLIC COMMENTS**

There were no comments from the public.

**4. DISCUSSION ITEMS**

**a. Proposed Main Street Sidewalk Projects from LOT**

Ms. Thibeault said that this would be the first sidewalk project with LOT funds. Mr. Jones said that the Railroad to Pleasant Street sidewalk project will be the first to be completed due to the bumps and heaving. The sidewalk between Ivy and Grove Street has problems with drainage. The projects are the same construction season but two different fiscal years and will be bid together to optimize costs.

**b. Update from Bike Walk Committee**

Mr. O'Brien, Chair of the Bike/Walk Advisory Committee (BWAC), detailed some of the projects that his committee had been working on. These include working with an intern to improve Park Street, developing a standard for installing flashing crosswalk beacons and improving the City bike map. Mr. Yuen discussed potential improvements to the Colchester side of Pearl Street to make it more pedestrian-focused and to slow down drivers.

**5. REVIEW AND APPROVE MINUTES:**

**a. Approve Minutes: October 29, 2024**

**MIKE PLAGEMAN** made a motion, seconded by **KEVIN COLLINS**, to approve the minutes of October 29, 2024. Motion passed 6-0.

**6. READING FILE**

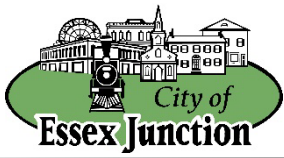
None.

**7. ADJOURN**

**JUSTIN RABIDOUX** made a motion, seconded by **KEVIN COLLINS**, to adjourn the meeting. Motion passed 6-0; the meeting adjourned at 6:31 PM.

Respectfully Submitted,  
Darby Mayville  
Recording Secretary





**CITY OF ESSEX JUNCTION  
RECREATION ADVISORY COMMITTEE  
REGULAR MEETING AGENDA**

*Online & 75 Maple St.  
Essex Junction, VT 05452*  
**Wednesday, April 2, 2025**

**6:00 PM**

**MEETING MINUTES**

**1. WELCOME AND INTRODUCTIONS**

- Everyone got to know each other and shared somethings about themselves including what everyone wanted to do in this committee

**2. ADDITIONS OR AMENDMENTS TO AGENDA**

- No additions or amendments were made to the agenda.

**3. PUBLIC TO BE HEARD**

- None of the public attended this meeting so there was no one to be heard.

**4. REVIEW: RECREATION ADVISORY COMMITTEE PURPOSE STATEMENT**

- We reviewed the purpose statement and talked about the focus, membership, officers, voting and the meetings of members for the Recreation Advisory Committee.

**5. ELECTION OF OFFICERS: CHAIRPERSON, VICE CHAIRPERSON, SECRETARY**

- A new chairperson (Bridget Meyer), vice chairperson (Cora Delucia) and secretary (Piper Goodkind) were elected.

**6. DISCUSS EJRP – HISTORY, WHAT WE DO, ORG CHART, BUDGET**

- Brad gave the committee a run-down of the EJRP history helping everyone to understand all the events of how the parks and Recreation Advisory Committee came to be. We also talked about the budget/program fund and how that will be used throughout the parks.

**7. REVIEW DRAFT RAC STANDING AGENDA**

- We reviewed the agenda and made amendments based off what we want to do for the parks and what would be effective for the committee.

**8. DIRECTOR'S REPORT/UPDATE**

- Brad gave a report and spoke on the upcoming events and future plans

**9. IDENTIFY FUTURE MEETINGS PLAN**

- Talked about what dates and people are preferring for the next meeting and created a schedule.

**10. ADJOURN**

- We concluded that everything had been discussed for this meeting and adjourned it at around 7:40 pm.

**CITY OF ESSEX JUNCTION  
PLANNING COMMISSION REGULAR MEETING  
MINUTES OF MEETING  
APRIL 3, 2025  
DRAFT**

**PLANNING COMMISSIONERS PRESENT:** Diane Clemens, Chair; Scott McCormick, Vice-Chair; Elena Juodisius; Elijah Massey, Kristie Paschall

**ADMINISTRATION:** Chris Yuen, Community Development Director

**OTHERS PRESENT:** Sarah Muskin

**1. CALL TO ORDER**

Ms. Clemens called the Planning Commission meeting to order at 6:32 PM.

**2. AGENDA ADDITIONS/CHANGES**

Mr. McCormick requested to discuss Energy Updates. All were amenable to this change.

**3. PUBLIC TO BE HEARD**

**a. Comments from Public on Items Not on Agenda**

None.

**4. MINUTES**

**a. March 6, 2025**

**SCOTT MCCORMICK made a motion, seconded by ELIJAH MASSEY, to approve the minutes of March 6, 2025, with modifications. Motion passed 5-0.**

**Modifications:**

-The spelling of Ms. Juodisius's name is corrected throughout.

-In Item D, the sentence "A video should be prepared with the application" shall read, "A video could be prepared with the application."

**5. BUSINESS ITEMS**

**a. Discussion of Regional Future Land Use Map Update and Housing Targets**

Ms. Muskin, Senior Planner at the Chittenden County Regional Planning Commission (CCRPC), presented. The draft Regional Future Land Use Map has been published publicly and is available for comment. Housing targets were released on Friday. Most of the City is eligible for the Tier 1b exemption, except for the flood plain. This would provide an interim exemption in this area from Act 250 review for new housing developments of fifty or fewer units. This would not require the City to take on existing Act 250 review requirements at a local level. Mr. Yuen is exploring what staff resources are necessary to be able to take on this type of review. Essex Junction will review the exemption status and housing targets at the May 1, 2025 meeting with the Selectboard.

The PC discussed extending the proposed Center designation boundaries, with the PC reviewing a map and deciding to add additional areas in the Connect the Junction TOD Master Plan's Primary and Secondary Scope Areas into the proposal. These areas were chosen due to proximity to the City Center as well as ease of accessibility of public transportation. Inclusion in the Center designation could allow for a projects within the area to be eligible for additional state incentives.

Ms. Muskin said that the statewide housing assessment has allocated housing targets to each region, and that it is each regional planning commission's responsibility to disaggregate these targets to each community. The target assigned to each community will need to be included in the new municipal plan, and municipalities will need to provide the regulations to allow for this development. There are no punitive measures for not hitting a target, however if a town is opposing meeting the targets they may not receive municipal plan approval by the Regional Planning Commission. Each community has a high, medium and low target for each municipality. Ms. Clemens said that hitting the high number would double Essex Junction's current housing stock and said that the low number is a more realistic number. The PC discussed issues with hitting the targets, such as a labor shortage and a lack of control of market conditions. Mr. Yuen said that while the City has no control over the pace of private development, the City has control over existing regulations which can make Essex Junction attractive to developers. He will be drafting a letter for the PC's review either in support of or with concerns about Essex Junction's housing targets. Mr. Yuen discussed smart growth when allocating housing targets, and a need to put the growth in areas served by public transportation. The housing needs are front-loaded, and the need for growth will likely taper over time. Ms. Muskin said that the need for specific types of units needed is also necessary and Ms. Clemens spoke of the need for larger sized housing for families.

**b. Connect the Junction TOD Master Plan Draft Initial Review**

Ms. Clemens expressed concern about the quality of the draft, noting misspellings and incomplete sentences. Mr. Yuen said that this is a draft and that the content will be revised, but that high-level feedback can be collected at this meeting. Additional public engagement on this plan will be held and the consultants will produce a list of recommended code updates. Mr. Yuen provided his feedback and said that he would like to see more integration of the housing targets and Act 181 in this document. He does not believe that the suggestion of reducing the number of lanes on Pearl Street near Five Corners should be included in the document. The addition of covered parking areas on Railroad Avenue was discussed and Mr. Yuen said that he does not see it as being possible to be included in the current Amtrak proposal. He discussed capitalization of the Crescent Connector and efforts to reduce a travel lane on Main and Park Streets, which would create additional pedestrian spaces. Thoughtful housing was discussed in the plan, and it suggested increasing the allowable number of stories. Ms. Clemens expressed concern about the increase in height to seven stories. Mr. Massey said that an increase in building heights could contribute to solving the housing crisis. Mr. McCormick said that a problem statement would be helpful to include in each chapter, especially the chapter on housing, all agreed. Mr. Yuen will put together notes from tonight's discussion to share with the consultants.

**c. Municipal Letter of Support for Essex C Parking Lot Solar Project**

**SCOTT MCCORMICK made a motion to sign the letter to be submitted in support of the Essex C Parking Lot Solar project. Motion passed 5-0.**

**d. Animating Infrastructure Grant Update**

Mr. Massey said that the initial grant has been submitted. Finalists will be invited to give a full proposal.

**6. MEMBERS UPDATES**

There will be a Regional Housing Convening event on April 30<sup>th</sup> at the Hula building. Information will be provided at this meeting on how housing targets were created. Ms. Clemens and Mr. McCormick are planning on attending, and Mr. Massey may attend as well. Mr. McCormick asked for the Commission's

opinion on the idea of a subcommittee on energy, and if this would need approval from the City Council. He is willing to coordinate the subcommittee to discuss energy strategy. Mr. Yuen suggested creating a project scope for the development of this plan for the Planning Commission to formally discuss. Mr. McCormick discussed work that the Essex Rotary is planning on doing relating to an energy fair to support member towns.

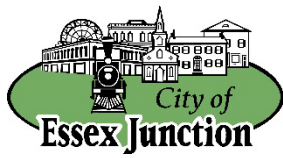
**7. STAFF UPDATES**

None.

**8. ADJOURN**

**SCOTT MCCORMICK made a motion, seconded by ELANA JUODISIUS, to adjourn the meeting. Motion passed 5-0 at 8:48 PM.**

Respectfully submitted,  
Darby Mayville



**CITY OF ESSEX JUNCTION  
BIKE WALK ADVISORY COMMITTEE  
MEETING MINUTES**

Online &  
6 Lincoln St. (Kolvoord Room)  
Essex Junction, VT 05452  
**Thursday, April 10<sup>th</sup>  
2025, 7:00 PM**

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

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

Phone: 802-878-6944, ext. 1625

1. **MEMBERS PRESENT**

John O'Brien, Russ Miller-Johnson, Lauren Philbrook, David Achee, Eric Bowker

**OTHERS PRESENT**

Jack Evans (Local Motion), Michael Giguere (staff representative), Alison Werner

2. **CALL TO ORDER**

The meeting was called to order at 7:00 PM.

3. **DETERMINE WHO WILL TAKE MINUTES**

Russ Miller-Johnson takes minutes

4. **AGENDA ADDITIONS/CHANGES**

- a. Add Traffic Calming Policy update as Staff Update
- b. Add National Planning Conference Resources as Staff Update
- c. Add Stevens Park update as Staff Update

5. **MINUTES FOR APPROVAL**

- a. March 13<sup>th</sup>, 2024; motion by David, seconded by Russ to approve the minutes as presented, approved 5-0

6. **PUBLIC TO BE HEARD**

Alison Werner came to find out about and discuss potential change of Lincoln Terrace to one-way traffic from current two-way use, as part of pending intersection improvements for pedestrian safety. Informed that no traffic direction changes were being done and with the project would be discussed later in the meeting, Alison stated that the item merited no further discussion.

7. **BUSINESS ITEMS**

- a. Wayfinding signage project
  - Discussion focused on NE Quadrant and along established/mapped network consistent with City interest and budget
  - Google Earth project maps used, with integrated long-term use as part of regional connectivity.
  - Printed maps kiosk/access locations such as Essex High (students only), Amtrak Station, Maple Street,
  - Signage locations possible: Hubble's Falls and Beech; Mansfield and Brickyard; in Fairview; with directions away from and to City center/5 Corners and the Bike path to the Essex Experience
  - Options: Signs as painted metal or composite; 4-inch diameter with a white bicycle and arrow on a blue background. Use existing sign poles. Use QR coding. Examples shared by Local Motion.
  - Ride audits to be done by BWAC
  - Michael to establish monetary costs for signs.

- b. Bike rack quality/accessibility audit
  - Essex Junction Market and the adjacent shopping center will be installing racks based on Michael's contact with property management.
  - Bespoke, Nest, the Amtrak Station, and near Boxcar have or will have racks
  - Rack types and alignment with National Standards as part of proposing upgrades with new racks, such as at Fish and Wildlife building, at Brownell, the Schools, and use available inventory.

8. **MEMBERS UPDATES**

- a. Bicycle Friendly Community application task force
  - Micheal worked online for Education part; Erik will assist with PE teacher contact for that information.
  - Roadway milage and speed correlation item work pending with Summer deadline.
- b. Capital Committee Meeting update.
  - Updates on Sidewalk rehabilitation plans
  - Look to correlate efforts with City

9. **STAFF UPDATES**

- a. Lincoln Terrace traffic calming project update
  - Plan presented, discussed concerning maintenance. Pylons to be year-round and replacements, if damaged, on hand.
  - Two-way traffic maintained in part due to public engagement concerning redirected traffic effects.
  - Future work on sinking curb is contemplated.
- b. Park Street reconfiguration update
  - UVM Student project outlined with street reconfiguration proposed. T
  - To be presented April 24 at UVM Davis Center. Information on this to follow.
- c. Sidewalk Policy draft update
  - Update given for policy for sidewalk removal, repair, and additions criteria. Sidewalks are a priority for the City in the near term
  - Emphasis on enhancing readability and accessibility on City website.
  - Specific locations in need of repair and issues on durability discussed, including traffic increase due at Hiawatha due to Summit closing.
- d. VPOP bicycle connections campaign
  - VPOP activity presented; bus stop benches, connecting communities with commuter connections as an emphasis.
  - BWAC to link with other adjacent towns via VPOP group rides
  - Info at VERPOP.org
- e. Traffic Calming Policy Update
  - To be issued next week as draft for City Council, Public Safety reviews
- f. National Planning Conference Resources
  - Michael attended conference and shared AARP Bike and Walk Audit Guides, also available online at AARP site. They can be used with Public Works and City Council also.
- g. Stevens Park grant update:
  - Did not get the grant. Will retool for next year's application with a parks and recreation emphasis as learned though this year's process.



10. **READING FILE**  
No attachments

11. **ADJOURN**  
Motion to adjourn and seconded passed 5-0

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS 9820	04/01/25	Relays 552509126160	210-5-40-12-610.000 General Supplies	30.70	55156	04/18/25
05290	ADVANCE AUTO PARTS 9820	04/08/25	Shop Supplies 552509826414	210-5-40-12-610.000 General Supplies	60.28	55156	04/18/25
05290	ADVANCE AUTO PARTS 9820	04/09/25	Shop Supplies 552509926444	210-5-40-12-610.000 General Supplies	63.48	55156	04/18/25
05290	ADVANCE AUTO PARTS 9820	04/09/25	Shop Supplies 552509926448	210-5-40-12-610.000 General Supplies	77.88	55156	04/18/25
05290	ADVANCE AUTO PARTS 9820	04/11/25	Shop supplies 552510126511	210-5-40-12-610.000 General Supplies	27.28	55156	04/18/25
05290	ADVANCE AUTO PARTS 9820	04/11/25	Mini Circuit 552510157678	210-5-40-12-610.000 General Supplies	5.53	55156	04/18/25
05290	ADVANCE AUTO PARTS 9820	04/14/25	shop supply 552510457772	210-5-40-12-610.000 General Supplies	26.88	55156	04/18/25
05290	ADVANCE AUTO PARTS 9820	04/14/25	Exhaust Elbow 552510457788	210-5-40-12-430.000 R&M Vehicles & Equipment	44.26	55156	04/18/25
80025	ALBERTINI, RICHARD	04/10/25	1002005103 Tax Ref 2024 005103 REF	210-2-00-00-200.002 Overpayments Payable	530.00	55157	04/18/25
80184	AMAZON BUSINESS SERVICES	04/07/25	BL JDvds APR25 161WHPYNFKLN	210-5-35-10-640.202 Juvenile Collection	18.99	55159	04/18/25
80184	AMAZON BUSINESS SERVICES	04/10/25	BL AdultColl APR25 19P7DJ7W4C6F	210-5-35-10-640.201 Adult Collection	109.27	55159	04/18/25
80184	AMAZON BUSINESS SERVICES	04/07/25	BL AProgs APR25 1CVD4WHP1GYW	210-5-35-10-840.201 Adult Programs	56.01	55159	04/18/25
80184	AMAZON BUSINESS SERVICES	03/26/25	BL JFNDNCredit MAR25 1WN3R67V13TD	210-5-90-00-991.000 Library Donation Expense	-2.99	55159	04/18/25
80184	AMAZON BUSINESS SERVICES	04/07/25	BL JDvds APR25 1XFTR9NGF7CW	210-5-35-10-640.202 Juvenile Collection	36.88	55159	04/18/25
19815	AMAZON CAPITAL SERVICES	04/10/25	Seniors Supplies 17RLPTLJ4NRP	210-5-30-10-610.000 General Supplies	12.90	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/14/25	Office Supplies 1M76D4F4XFKD	210-5-30-10-610.000 General Supplies	9.99	55160	04/18/25
80025	ASTORE, JANET LIFE EST	04/14/25	1027061000 Tax ref 2024 061000 REF	210-2-00-00-200.002 Overpayments Payable	301.74	55163	04/18/25
80025	BAKER, ROBERT LIFE EST	04/14/25	1021055000 Tax Ref 2024 055000 REF	210-2-00-00-200.002 Overpayments Payable	45.87	55164	04/18/25
80025	BARCOMB, STEPHEN	04/14/25	1040023000 Tax Ref 2024 023000 REF	210-2-00-00-200.002 Overpayments Payable	2.44	55165	04/18/25
80061	BASSICK, LINDA	04/03/25	BL JProgs-Music APR2025 0019	210-5-35-10-840.202 Childrens Programs	100.00	55166	04/18/25
00530	BRODART CO	04/01/25	BL JBooks APR25 B6962766	210-5-35-10-610.000 General Supplies	14.14	55168	04/18/25
00530	BRODART CO	04/01/25	BL JBooks APR25 B6962766	210-5-35-10-640.202 Juvenile Collection	164.02	55168	04/18/25
00530	BRODART CO	04/01/25	BL JBooks APR25 B6962767	210-5-35-10-640.202 Juvenile Collection	10.79	55168	04/18/25
00530	BRODART CO	04/01/25	BL JBooks APR25 B6962767	210-5-35-10-610.000 General Supplies	1.01	55168	04/18/25
80025	BROOKS, BRYAN	04/10/25	1035034000 Tax Ref 2024 034000 REF	210-2-00-00-200.002 Overpayments Payable	3877.99	55169	04/18/25

04/17/25

## City of Essex Junction Accounts Payable

Page 2 of 17

03:01 pm

Check Warrant Report # 24073 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 04/11/25 To 04/18/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80025	BROWN, MAURICE	04/14/25	1067003006 Tax Ref 2024 003006 REF	210-2-00-00-200.002 Overpayments Payable	68.96	55170	04/18/25
17585	BUDGET LIBRARY SUPPLIES	04/10/25	BL Supplies APR25 21191	210-5-35-10-610.000 General Supplies	910.00	55171	04/18/25
80025	BULLIS, TREVOR	04/14/25	1068002103 Tax Ref 2024 002103 REF	210-2-00-00-200.002 Overpayments Payable	6446.45	55172	04/18/25
80025	BYERS, JESSICA	04/14/25	1027055000 Tax Ref 2024 055000 REFA	210-2-00-00-200.002 Overpayments Payable	3349.68	55173	04/18/25
22670	CAPITAL ONE CREDIT CARD -	04/15/25	EJRP Credit Card April 65080525	210-5-30-12-610.000 General Supplies	24.98	55174	04/18/25
22670	CAPITAL ONE CREDIT CARD -	04/15/25	EJRP Credit Card April 65080525	210-5-30-10-610.000 General Supplies	53.91	55174	04/18/25
03000	CARGILL SALT EASTERN INC	03/31/25	DEICER SALT ICE CNTRL BLK 2910842633	210-5-40-12-600.000 Salt, Sand and Gravel	2002.88	55175	04/18/25
03000	CARGILL SALT EASTERN INC	04/07/25	DEICER SALT ICE CNTRL BLK 2910869687	210-5-40-12-600.000 Salt, Sand and Gravel	1961.52	55175	04/18/25
03000	CARGILL SALT EASTERN INC	04/08/25	DEICER SALT ICE CNTRL BLK 2910874775	210-5-40-12-600.000 Salt, Sand and Gravel	1943.04	55175	04/18/25
V04609	CENTER POINT LARGE PRINT	04/01/25	BL AFNDNBooks APR25 2156955	210-5-90-00-991.000 Library Donation Expense	100.68	55177	04/18/25
V0461	CENTRAL BEVERAGE	04/04/25	BL Papers APR2025 134	210-5-35-10-640.201 Adult Collection	451.75	55178	04/18/25
80025	CHARASH, BRIAN	04/14/25	1067009013 Tax Ref 2024 009013 REF	210-2-00-00-200.002 Overpayments Payable	2221.38	55181	04/18/25
80025	CHATES, HARRIET LIFE EST	04/14/25	1028112000 Tax Ref 2024 112000 REF	210-2-00-00-200.002 Overpayments Payable	996.87	55182	04/18/25
21210	CINTAS LOC # 68M 71 M	04/04/25	3X10 BLACK MAT 4226266337	210-5-40-12-610.000 General Supplies	33.45	55183	04/18/25
21210	CINTAS LOC # 68M 71 M	04/10/25	Shop Supplies 4226886694	210-5-40-12-610.000 General Supplies	200.41	55183	04/18/25
21210	CINTAS LOC # 68M 71 M	04/03/25	Shop Medical Cabinet 5262485111	210-5-40-12-610.000 General Supplies	35.40	55183	04/18/25
21210	CINTAS LOC # 68M 71 M	03/31/25	WATERBREAK COOLER AGREEME 9314945030	210-5-40-12-610.000 General Supplies	50.00	55183	04/18/25
17895	CLEAN NEST	04/15/25	BL Cleaning+Cred Feb25 15435	210-5-41-21-420.000 Cleaning Services	2231.74	55184	04/18/25
06955	CLEMENS DIANE	04/09/25	Election work 20250408	210-5-12-10-120.000 Part Time Salaries	795.00	55185	04/18/25
80197	COEN, Thomas	03/27/25	Stipend GOV March 2025 032725Coen	210-5-11-10-190.000 Board Member Payments	50.00	55187	04/18/25
17025	COONRADT AMY	04/01/25	RecordSecretary CC 202503 0210	210-5-11-10-330.000 Professtional Services	60.00	55188	04/18/25
17025	COONRADT AMY	04/14/25	Recording Secretary CC 4/ 0211	210-5-11-10-330.000 Professtional Services	96.00	55188	04/18/25
80025	DAHAL, BALA	04/15/25	1020018000 Tax Ref 2024 018000 REF	210-2-00-00-200.002 Overpayments Payable	70.00	55190	04/18/25
80025	DION, GARY	04/14/25	1020137705 Tax Ref 2024 137705 REF	210-2-00-00-200.002 Overpayments Payable	355.46	55191	04/18/25
25715	DONALD L. HAMLIN CONSULT	04/02/25	Autumn Pond Feb InspecCon 248010425	210-5-40-13-451.000 Summer Construction Servi	796.80	55192	04/18/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25715	DONALD L. HAMLIN CONSULT	04/02/25	17 Park St Feb Construc I 248050425	210-5-40-13-451.000 Summer Construction Servi	796.80	55192	04/18/25
25715	DONALD L. HAMLIN CONSULT	04/02/25	Stormwater Plans Feb 2025 25801 0425	210-1-00-00-130.002 Exchange - Billable	185.00	55192	04/18/25
25715	DONALD L. HAMLIN CONSULT	04/02/25	Eng Feb 2025 25802 0425	210-1-00-00-130.002 Exchange - Billable	277.50	55192	04/18/25
25715	DONALD L. HAMLIN CONSULT	04/02/25	Eng CD PW 2/2025 25810 0425	210-5-40-12-330.000 Professional Services	696.25	55192	04/18/25
25715	DONALD L. HAMLIN CONSULT	04/02/25	Eng CD PW 2/2025 25810 0425	210-5-16-10-330.000 Professional Services	1228.50	55192	04/18/25
80025	DUMBLETON, STEPHEN	04/14/25	1021004000 Tax Ref 2024 004000 REF	210-2-00-00-200.002 Overpayments Payable	5.00	55193	04/18/25
80025	DUVAL, NIKITA	04/15/25	1027121000 Tax Ref 2024 121000 REF	210-2-00-00-200.002 Overpayments Payable	3619.04	55194	04/18/25
35260	EAST COAST PRINTERS INC	04/09/25	Customer Supplied Garment 04072516	210-5-40-12-612.000 Uniforms	25.00	55195	04/18/25
80025	EMMONS, TRISHA	09/04/24	glass claim Emmons	210-5-40-12-521.000 Insurance Deductibles	569.85	55197	04/18/25
V0795	ESSEX TOWN OF	04/07/25	Q3 FY25 contract services 1359	210-5-18-10-800.108 Essex Police Dept	710254.84	55200	04/18/25
V0795	ESSEX TOWN OF	04/07/25	Q3 FY25 contract services 1359	210-5-95-00-900.000 Transfer Between Town/Cit	50143.41	55200	04/18/25
V0795	ESSEX TOWN OF	04/07/25	Q3 FY25 contract services 1359	210-5-15-10-330.000 Professional Services	22267.66	55200	04/18/25
29510	EUSTIS SARAH W	04/08/25	Election work 20250408	210-5-12-10-120.000 Part Time Salaries	37.50	55201	04/18/25
23000	F W WHITCOMB	03/26/25	Outbound crushed glass 900230002692	210-5-40-12-605.000 Summer Construction Suppl	473.85	55204	04/18/25
80025	FARRELL, SHAWN	04/14/25	1027101001 Tax Ref 2024 101001 REF	210-2-00-00-200.002 Overpayments Payable	15.09	55205	04/18/25
80021	FIRST NATIONAL BANK OF OM	04/01/25	April 2025 HRIS 147086	210-5-10-10-505.000 Tech. Subs, Licenses	762.50	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	03/14/25	Job Ad EJRP 276510	210-5-16-10-540.000 Advertising	425.00	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	03/14/25	Job Ad EJRP 27BLOX	210-5-10-10-540.000 Advertising	60.00	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	03/31/25	1095 Bundy resubmit 306	210-5-13-10-330.000 Professional Services	4.39	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	03/24/25	APA Membership CYuen 3518056	210-5-16-10-500.000 Training, Conf, Dues	586.00	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	04/03/25	Admin time tracking March 450120	210-5-13-10-505.000 Tech. Subs, Licenses	200.00	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	04/03/25	Brownell time tracking Ma 450548	210-5-13-10-505.000 Tech. Subs, Licenses	216.00	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	03/16/25	JOB AD WRRF INTERN 53B73D97-00B	210-5-10-10-540.000 Advertising	288.00	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	03/17/25	Job Ad Interns 53B73D970004	210-5-10-10-540.000 Advertising	48.00	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	03/14/25	Clerk Supplies March 2025 5585816	210-5-12-10-610.000 General Supplies	80.14	55207	04/18/25

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80021	FIRST NATIONAL BANK OF OM	03/14/25	OWL Meeting Camera for Go 95382	210-5-11-10-330.000 Professtional Services	1521.00	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	04/07/25	Legal Posters CS2648303	210-5-10-10-330.000 Professional Services	262.85	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	03/18/25	J Morris registration NESGFOA	210-5-13-10-500.000 Training, Conf, Dues	300.00	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	03/20/25	HR recertification SHRM32025	210-5-10-10-500.000 Training, Conf, Dues	165.00	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	03/31/25	resubmit 1095 Andre efile 305	210-5-13-10-330.000 Professional Services	4.39	55207	04/18/25
80021	FIRST NATIONAL BANK OF OM	03/27/25	1095C filing 2024 efileforme 3	210-5-13-10-330.000 Professional Services	144.21	55207	04/18/25
21845	FIRST NATIONAL BANK OMAHA	03/19/25	BL Assosrted MAR25 0017 0325	210-5-35-10-840.201 Adult Programs	28.34	55209	04/18/25
21845	FIRST NATIONAL BANK OMAHA	03/19/25	BL Assosrted MAR25 0017 0325	210-5-35-10-840.202 Childrens Programs	18.97	55209	04/18/25
21845	FIRST NATIONAL BANK OMAHA	03/19/25	BL Assosrted MAR25 0017 0325	210-5-90-00-640.201 Adult Collection replacem	20.50	55209	04/18/25
21845	FIRST NATIONAL BANK OMAHA	03/19/25	BL Assosrted MAR25 0017 0325	210-5-35-10-500.000 Training, Conf, Dues	237.61	55209	04/18/25
21845	FIRST NATIONAL BANK OMAHA	03/19/25	BL Assosrted MAR25 0017 0325	210-5-35-10-505.000 Tech. Subs, Licenses	421.66	55209	04/18/25
21845	FIRST NATIONAL BANK OMAHA	03/19/25	BL Assosrted MAR25 0017 0325	210-5-41-21-431.000 R&M Buildings & Grounds	113.26	55209	04/18/25
16000	FISHER AUTO PARTS	04/04/25	Supplies for vehicle 499696	210-5-40-12-610.000 General Supplies	59.00	55211	04/18/25
80025	FITZGERALD, SEAN	04/14/25	1068001006 Tax Ref 2024 001006 REF	210-2-00-00-200.002 Overpayments Payable	343.41	55212	04/18/25
80025	FRESIA, JOHN	04/14/25	1020137704 Tax Ref 2024 137704 REF	210-2-00-00-200.002 Overpayments Payable	3.33	55213	04/18/25
80025	GHARTI, DIPENDRA	04/14/25	1028265000 Tax Ref 2024 265000 REF	210-2-00-00-200.002 Overpayments Payable	2789.70	55215	04/18/25
20470	GLOBAL MONTELLO ATT: FLEE	03/31/25	March vehicle fuel 328201	210-5-30-12-626.000 Gasoline	71.60	55216	04/18/25
20470	GLOBAL MONTELLO ATT: FLEE	03/31/25	March vehicle fuel 328201	210-5-25-10-626.000 Gasoline	332.40	55216	04/18/25
20470	GLOBAL MONTELLO ATT: FLEE	03/31/25	March vehicle fuel 328201	210-5-40-12-626.000 Gasoline	4024.49	55216	04/18/25
80025	GRAY, ANN	04/14/25	1030087000 Tax Ref 2024 087000 REF	210-2-00-00-200.002 Overpayments Payable	6.00	55219	04/18/25
07010	GREEN MOUNTAIN POWER CORP	04/08/25	Solar Accounts: 03/07/25- 040825D	210-5-41-23-622.000 Electricity	91.76	55222	04/18/25
07010	GREEN MOUNTAIN POWER CORP	04/08/25	Solar Accounts: 03/07/25- 040825D	210-5-41-21-622.000 Electricity	343.35	55222	04/18/25
07010	GREEN MOUNTAIN POWER CORP	04/08/25	Solar Accounts: 03/07/25- 040825D	210-5-41-22-622.000 Electricity	167.37	55222	04/18/25
07010	GREEN MOUNTAIN POWER CORP	04/08/25	Solar Accounts: 03/07/25- 040825D	210-5-41-20-622.000 Electricity	167.38	55222	04/18/25
07010	GREEN MOUNTAIN POWER CORP	04/08/25	Solar Accounts: 03/07/25- 040825D	210-5-40-12-622.000 Electricity	189.41	55222	04/18/25

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07010	GREEN MOUNTAIN POWER CORP	04/08/25	Solar Accounts: 03/07/25- 040825D	210-5-40-12-622.200 Streetlight Electricity	267.64	55222	04/18/25
07010	GREEN MOUNTAIN POWER CORP	04/14/25	RR St. xing signal 03/14- 361641425	210-5-40-12-622.200 Streetlight Electricity	608.16	55223	04/18/25
07010	GREEN MOUNTAIN POWER CORP	04/14/25	Park/ Railroad signal 03/ 859241425	210-5-40-12-622.200 Streetlight Electricity	145.55	55224	04/18/25
80025	GREW, GARY LIFE EST	04/14/25	1041041000 Tax Ref 2024 041000 REF	210-2-00-00-200.002 Overpayments Payable	25.00	55225	04/18/25
80025	GWINN, PHILLIP	04/14/25	1020060000 Tax Ref 2024 060000 REF	210-2-00-00-200.002 Overpayments Payable	3051.80	55226	04/18/25
80025	HARVEY CAROLE	04/14/25	1002005121 Tax Ref 2024 005121 REF	210-2-00-00-200.002 Overpayments Payable	3.00	55227	04/18/25
33495	INGRAM LIBRARY SERVICES I	03/31/25	BL ABooks APR25 87364246	210-5-35-10-640.201 Adult Collection	309.71	55229	04/18/25
33495	INGRAM LIBRARY SERVICES I	03/31/25	BL ABooks APR25 87364246	210-5-35-10-610.000 General Supplies	30.20	55229	04/18/25
33495	INGRAM LIBRARY SERVICES I	03/31/25	BL ABooks APR25 87364247	210-5-35-10-610.000 General Supplies	5.56	55229	04/18/25
33495	INGRAM LIBRARY SERVICES I	03/31/25	BL ABooks APR25 87364247	210-5-35-10-640.201 Adult Collection	56.66	55229	04/18/25
33495	INGRAM LIBRARY SERVICES I	03/31/25	BL ABooks APR25 87364247	210-5-90-00-991.000 Library Donation Expense	16.23	55229	04/18/25
33495	INGRAM LIBRARY SERVICES I	04/01/25	BL ABooks APR25 87391705	210-5-35-10-610.000 General Supplies	15.60	55229	04/18/25
33495	INGRAM LIBRARY SERVICES I	04/01/25	BL ABooks APR25 87391705	210-5-35-10-640.201 Adult Collection	196.63	55229	04/18/25
33495	INGRAM LIBRARY SERVICES I	04/08/25	BL ABooks APR25 87504763	210-5-35-10-610.000 General Supplies	3.82	55229	04/18/25
33495	INGRAM LIBRARY SERVICES I	04/08/25	BL ABooks APR25 87504763	210-5-35-10-640.201 Adult Collection	35.15	55229	04/18/25
33495	INGRAM LIBRARY SERVICES I	04/09/25	BL ARep1 APR25 87528056	210-5-35-10-610.000 General Supplies	1.39	55229	04/18/25
33495	INGRAM LIBRARY SERVICES I	04/09/25	BL ARep1 APR25 87528056	210-5-90-00-640.201 Adult Collection replacem	25.30	55229	04/18/25
33495	INGRAM LIBRARY SERVICES I	04/09/25	BL ABooks APR25 87528057	210-5-35-10-610.000 General Supplies	0.58	55229	04/18/25
33495	INGRAM LIBRARY SERVICES I	04/09/25	BL ABooks APR25 87528057	210-5-35-10-640.201 Adult Collection	21.30	55229	04/18/25
11710	INVEST EAP	04/01/25	EAP 04012025	210-5-25-10-290.000 Other Employee Benefits	216.00	55230	04/18/25
80025	JACOBS, SUZANNE	04/15/25	1028091000 Tax Ref 2024 091000 REF	210-2-00-00-200.002 Overpayments Payable	3102.63	55231	04/18/25
80025	JETER, SCOTT	04/14/25	1023010000 Tax Ref 2024 010000 REF	210-2-00-00-200.002 Overpayments Payable	98.84	55232	04/18/25
80025	KINSMAN, BRIAN	04/14/25	1088006026 Tax Ref 2024 006026 REF	210-2-00-00-200.002 Overpayments Payable	110.00	55234	04/18/25
80087	KONICA MINOLTA PREMIER FI	04/10/25	Copier Lease April 2025 553276338	210-5-40-12-442.000 Rental Vehicles/Equip	70.40	55235	04/18/25
80087	KONICA MINOLTA PREMIER FI	04/10/25	Copier Lease April 2025 553276338	210-5-35-10-442.000 Rental Vehicles/Equip	328.00	55235	04/18/25

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80087	KONICA MINOLTA PREMIER FI	04/10/25	Copier Lease April 2025 553276338	210-5-30-10-442.000 Rental Vehicles/Equip	149.40	55235	04/18/25
80087	KONICA MINOLTA PREMIER FI	04/10/25	Copier Lease April 2025 553276338	210-5-10-10-442.000 Rental Vehicles/Equip	165.54	55235	04/18/25
80025	LENNON, COLIN	04/14/25	1036006000 Tax Ref 2024 006000 REF	210-2-00-00-200.002 Overpayments Payable	26.00	55237	04/18/25
80025	LEVANWAY MALCOM TRUSTEE	04/14/25	1020210000 Tax Ref 2024 0210000 REF	210-2-00-00-200.002 Overpayments Payable	3363.25	55238	04/18/25
80025	LIU, YUNING	04/14/25	1021070000 Tax Ref 2024 070000 REF	210-2-00-00-200.002 Overpayments Payable	160.86	55240	04/18/25
25625	LOWE'S - 1080	04/02/25	EJRP Lowes April 41910800425	210-5-30-12-431.000 R&M Buildings & Grounds	362.63	55241	04/18/25
25625	LOWE'S - 1080	04/02/25	EJRP Lowes April 41910800425	210-5-30-10-610.000 General Supplies	10.95	55241	04/18/25
V10130	LOWE'S BUSINESS ACCOUNT	03/20/25	Mailbox replacement 73640	210-5-40-12-735.000 Tech: Equip/Hardware	93.41	55242	04/18/25
V10130	LOWE'S BUSINESS ACCOUNT	03/12/25	Brush / Propane Tank Exch 84430	210-5-25-10-610.000 General Supplies	98.54	55242	04/18/25
80025	MARIC, BRANKO	04/14/25	1001004108 Tax Ref 2024 004108 REF	210-2-00-00-200.002 Overpayments Payable	50.00	55243	04/18/25
26920	MAYVILLE DARBY	04/04/25	Recording Secretary CRC A 41	210-5-13-10-330.000 Professional Services	24.00	55244	04/18/25
26920	MAYVILLE DARBY	04/07/25	PC Minutes 4/3/25 42	210-5-16-10-330.000 Professional Services	78.00	55244	04/18/25
80025	MCGINNIS, DAWN	04/14/25	1036043000 Tax Ref 2024 043000 REF	210-2-00-00-200.002 Overpayments Payable	41.42	55245	04/18/25
80025	MCLEMORE, LINDA	04/14/25	1029134000 Tax Ref 2024 134000 REF	210-2-00-00-200.002 Overpayments Payable	63.95	55246	04/18/25
80025	MELE, LORI	04/14/25	1103001088 Tax Ref 2024 001088 REF	210-2-00-00-200.002 Overpayments Payable	2514.09	55247	04/18/25
V10462	MONAGHAN SAFAR DUCHAM PL	03/31/25	legal March 2025 March 2025	210-5-16-10-320.000 Legal Services	450.00	55249	04/18/25
V10462	MONAGHAN SAFAR DUCHAM PL	03/31/25	legal March 2025 March 2025	210-5-16-10-320.000 Legal Services	22.50	55249	04/18/25
V10462	MONAGHAN SAFAR DUCHAM PL	03/31/25	legal March 2025 March 2025	210-5-10-10-320.000 Legal Services	854.50	55249	04/18/25
V10462	MONAGHAN SAFAR DUCHAM PL	03/31/25	legal March 2025 March 2025	210-5-10-10-320.000 Legal Services	202.50	55249	04/18/25
V10462	MONAGHAN SAFAR DUCHAM PL	03/31/25	legal March 2025 March 2025	210-5-40-13-330.000 Professional Services	2650.50	55249	04/18/25
80025	MORGAN, CANDANCE	11/05/24	Election supplies 04805D	210-5-12-10-820.000 Elections	112.45	55250	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	210-5-40-13-210.000 Group Insurance	662.34	55251	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	210-5-35-10-210.000 Group Insurance	11781.57	55251	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	210-5-40-12-210.000 Group Insurance	8293.27	55251	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	210-5-13-10-210.000 Group Insurance	1003.54	55251	04/18/25

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27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	210-5-16-10-210.000 Group Insurance	3010.62	55251	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	210-2-00-00-210.006 Health Ins. Copay	4258.48	55251	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	210-5-10-10-210.000 Group Insurance	6643.46	55251	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	210-5-12-10-210.000 Group Insurance	2007.08	55251	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	210-5-30-10-210.000 Group Insurance	17923.30	55251	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	210-5-30-12-210.000 Group Insurance	2007.08	55251	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	210-5-13-10-210.000 Group Insurance	3.50	55252	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	210-5-30-12-210.000 Group Insurance	3.50	55252	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	210-5-10-10-210.000 Group Insurance	10.50	55252	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	210-5-12-10-210.000 Group Insurance	3.50	55252	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	210-5-30-10-210.000 Group Insurance	24.50	55252	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	210-5-40-12-210.000 Group Insurance	13.05	55252	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	210-5-35-10-210.000 Group Insurance	24.50	55252	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	210-5-16-10-210.000 Group Insurance	7.00	55252	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	210-5-40-13-210.000 Group Insurance	1.15	55252	04/18/25
80025	NAEF, FRANK	04/14/25	1028038000 Tax Ref 2024 038000 REF	210-2-00-00-200.002 Overpayments Payable	442.05	55253	04/18/25
80025	NELSON, DALE	04/14/25	1041110000 Tax Ref 2024 110000 REF	210-2-00-00-200.002 Overpayments Payable	413.26	55254	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	210-5-30-10-210.000 Group Insurance	791.22	55256	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	210-5-30-12-210.000 Group Insurance	72.15	55256	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	210-5-10-10-210.000 Group Insurance	416.78	55256	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	210-5-13-10-210.000 Group Insurance	382.50	55256	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	210-5-12-10-210.000 Group Insurance	72.15	55256	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	210-5-40-12-210.000 Group Insurance	347.53	55256	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	210-5-40-13-210.000 Group Insurance	23.81	55256	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	210-5-16-10-210.000 Group Insurance	182.17	55256	04/18/25



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24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	210-5-35-10-210.000 Group Insurance	466.30	55256	04/18/25
19325	OPEN APPROACH INC	02/26/25	New Server 25490	210-5-12-10-735.000 Tech: Equip/Hardware	931.66	55257	04/18/25
19325	OPEN APPROACH INC	02/26/25	New Server 25490	210-5-14-10-735.000 Tech: Equip/Hardware	931.67	55257	04/18/25
19325	OPEN APPROACH INC	04/03/25	New Server 25975	210-5-14-10-735.000 Tech: Equip/Hardware	1033.33	55257	04/18/25
19325	OPEN APPROACH INC	04/03/25	New Server 25975	210-5-12-10-735.000 Tech: Equip/Hardware	1033.34	55257	04/18/25
19325	OPEN APPROACH INC	03/31/25	Addi'l RAM C Dwyer March 26020	210-5-14-10-735.000 Tech: Equip/Hardware	87.50	55257	04/18/25
V10729	OVERDRIVE INC	04/10/25	BL DigiMags APR2025 01459MG25115	210-5-35-10-640.201 Adult Collection	2000.00	55258	04/18/25
24100	PERMA-LINE CORP OF NEW EN	04/04/25	Lcn Ter Supplies 208853	210-5-16-10-810.111 BWAC	925.20	55261	04/18/25
V10554	PHOENIX BOOKS BURLINGTON	04/01/25	BL JColl APR25 1494069	210-5-35-10-640.202 Juvenile Collection	173.54	55262	04/18/25
V10554	PHOENIX BOOKS BURLINGTON	04/01/25	BL JFNDNBook APR25 1494070	210-5-90-00-991.000 Library Donation Expense	15.16	55262	04/18/25
80050	PLAGEMAN ROBERT M	04/01/25	Stipend CRC April 2025 040125Plagem	210-5-13-10-190.000 Board Member Payments	50.00	55263	04/18/25
V10641	PPG ARCHITECTURAL COATING	04/09/25	paint 823220003299	210-5-40-12-610.000 General Supplies	750.05	55265	04/18/25
05380	PURCHASE POWER	04/06/25	2 Lincoln Postage March 2 0406254061	210-5-10-10-560.000 Postage	2024.75	55267	04/18/25
37430	R R CHARLEBOIS INC	03/31/25	Repair Truck #6 RC89087	210-5-40-12-430.000 R&M Vehicles & Equipment	427.82	55268	04/18/25
80069	RAFTELLIS FINANCIAL CONSU	04/09/25	Prof Serv2/01- 3/ 31, 202 38708	210-5-40-13-330.000 Professional Services	2827.50	55269	04/18/25
V9587	RANGER ASPHALT & CONCRETE	03/31/25	Topsoil per yard 165879	210-5-40-12-605.000 Summer Construction Suppl	210.00	55270	04/18/25
18010	REYNOLDS & SON, INC.	04/02/25	MSA Cairns 5.5" Helmet Fr 3452084	210-5-25-10-612.000 Uniforms	127.02	55272	04/18/25
17505	SAND HILL SOLAR LLC KSI I	04/11/25	billing - 3/7/25 - 4/7/25 276SH41125	210-5-41-26-622.000 Electricity	2594.80	55275	04/18/25
17505	SAND HILL SOLAR LLC KSI I	04/11/25	billing - 3/7/25 - 4/7/25 276SH41125	210-5-41-23-622.000 Electricity	250.08	55275	04/18/25
17505	SAND HILL SOLAR LLC KSI I	04/11/25	billing - 3/7/25 - 4/7/25 276SH41125	210-5-40-12-622.000 Electricity	122.26	55275	04/18/25
17505	SAND HILL SOLAR LLC KSI I	04/11/25	billing - 3/7/25 - 4/7/25 276SH41125	210-5-41-22-622.000 Electricity	457.68	55275	04/18/25
17505	SAND HILL SOLAR LLC KSI I	04/11/25	billing - 3/7/25 - 4/7/25 276SH41125	210-5-41-20-622.000 Electricity	457.68	55275	04/18/25
17505	SAND HILL SOLAR LLC KSI I	04/11/25	billing - 3/7/25 - 4/7/25 276SH41125	210-5-41-21-622.000 Electricity	1019.86	55275	04/18/25
17505	SAND HILL SOLAR LLC KSI I	04/11/25	billing - 3/7/25 - 4/7/25 276SH41125	210-5-40-12-622.200 Streetlight Electricity	208.95	55275	04/18/25
24345	SENSOURCE INC	04/01/25	BL DoorCount 6/2025-6/202 62559	210-1-00-00-120.000 Prepaid Expenses	489.00	55278	04/18/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80025	SETKIC, VELIJA	04/14/25	1037096403 Tax Ref 2024	210-2-00-00-200.002	48.58	55279	04/18/25
			096403 REF	Overpayments Payable			
42565	SEVEN DAYS	03/05/25	DRB SW Ordinance ads Mar	210-5-40-13-540.000	178.36	55280	04/18/25
			244714	Advertising			
42565	SEVEN DAYS	03/05/25	DRB SW Ordinance ads Mar	210-5-16-10-540.000	85.28	55280	04/18/25
			244714	Advertising			
42565	SEVEN DAYS	04/02/25	DRB ad April 17 2025 Meet	210-5-16-10-540.000	102.44	55280	04/18/25
			245236	Advertising			
29835	SHERWIN-WILLIAMS	04/09/25	Paint supplies	210-5-30-12-610.000	15.86	55281	04/18/25
			89219	General Supplies			
29835	SHERWIN-WILLIAMS	04/11/25	Brushes	210-5-30-12-610.000	10.99	55281	04/18/25
			89383	General Supplies			
80025	SILLER, THEODORE	04/14/25	1067002208 Tax Ref 2024	210-2-00-00-200.002	218.59	55282	04/18/25
			002208 REF	Overpayments Payable			
80025	SPANO SIMONE	04/14/25	1067002202 Tax Ref 2024	210-2-00-00-200.002	22.00	55285	04/18/25
			002202 REF	Overpayments Payable			
29090	SUNBELT RENTALS	04/07/25	Repair work on the Honda	210-5-40-12-430.000	189.36	55288	04/18/25
			16723533	R&M Vehicles & Equipment			
29090	SUNBELT RENTALS	04/03/25	TREE COMMITTEE	210-5-40-12-810.112	204.19	55288	04/18/25
			167252019	Tree Advisory Committee			
80025	TAMANG, DAMBER	04/14/25	1020069000 Tax Ref 2024	210-2-00-00-200.002	1477.27	55291	04/18/25
			006900 REF	Overpayments Payable			
80025	TROMBLEY, NATHAN	04/14/25	1021013013 Tax Ref 2024	210-2-00-00-200.002	1823.01	55293	04/18/25
			013013 REF	Overpayments Payable			
21000	UNIFIRST CORPORATION	04/09/25	BL Mats APR25	210-5-41-21-400.000	76.08	55294	04/18/25
			1080270066	Contracted Services			
80198	VERASAMY, MARLON	03/27/25	Stipend GOV March 2025	210-5-11-10-190.000	50.00	55295	04/18/25
			032725Verasa	Board Member Payments			
29700	VERMONT INFORMATION CONSO	03/31/25	Returned Echecks	210-2-00-00-205.001	130.85	55296	04/18/25
			1947610	Clearing UB			
29700	VERMONT INFORMATION CONSO	03/31/25	Returned Echecks	210-2-00-00-205.000	2158.67	55296	04/18/25
			1947610	Clearing Taxes			
29700	VERMONT INFORMATION CONSO	03/31/25	Returned Echecks	210-2-00-00-205.001	130.85	55296	04/18/25
			1947610	Clearing UB			
29700	VERMONT INFORMATION CONSO	03/31/25	Returned Echecks	210-2-00-00-205.000	2421.85	55296	04/18/25
			1947610	Clearing Taxes			
25315	VESPA'S PIZZA PASTA & DEL	04/02/25	Maintenance Pizza 4/2	210-5-30-12-610.000	32.00	55297	04/18/25
			040225D	General Supplies			
11935	VIKING-CIVES USA	03/31/25	Johnston wide sweep broom	210-5-40-12-610.000	905.29	55298	04/18/25
			4542794	General Supplies			
23395	VILLAGE HARDWARE - WILLIS	04/02/25	Turf mix	210-5-40-12-605.000	173.45	55299	04/18/25
			519835	Summer Construction Suppl			
23395	VILLAGE HARDWARE - WILLIS	04/10/25	SEED-GREEN MOUNTAIN TURF	210-5-40-12-605.000	86.73	55299	04/18/25
			519874	Summer Construction Suppl			
23395	VILLAGE HARDWARE - WILLIS	04/11/25	GAL Cleaner/ Degreaser	210-5-40-12-610.000	11.87	55299	04/18/25
			519876	General Supplies			
23395	VILLAGE HARDWARE - WILLIS	04/15/25	4x4x72" PT Mailbox Post	210-5-40-12-735.000	56.04	55299	04/18/25
			519891	Tech: Equip/Hardware			
28470	VMERS DB 110800	04/11/25	Payroll Transfer	210-2-00-00-210.004	20433.17	55300	04/18/25
			PR-04/11/25	Retirement Payable			

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80130	VMERS DC 110800	04/11/25 Payroll Transfer	210-2-00-00-210.004	2909.12	55301	04/18/25
		PR-04/11/25	Retirement Payable			
07565	W B MASON CO INC	03/31/25 City Council Binder Suppl	210-5-11-10-610.000	20.68	55302	04/18/25
		253303510	General Supplies			
07565	W B MASON CO INC	04/01/25 Paper Towels	210-5-30-12-610.000	82.99	55302	04/18/25
		253334379	General Supplies			
07565	W B MASON CO INC	04/02/25 Paper Towels	210-5-30-12-610.000	165.98	55302	04/18/25
		253382054	General Supplies			
07565	W B MASON CO INC	04/03/25 Office Supplies	210-5-30-10-610.000	41.88	55302	04/18/25
		253408516	General Supplies			
07565	W B MASON CO INC	04/03/25 Paper Towels	210-5-30-12-610.000	88.48	55302	04/18/25
		253409547	General Supplies			
07565	W B MASON CO INC	04/04/25 2 Lincoln Supplies	210-5-10-10-610.000	59.78	55302	04/18/25
		253439693	General Supplies			
07565	W B MASON CO INC	04/09/25 Park Supplies	210-5-30-12-610.000	22.58	55302	04/18/25
		253531665	General Supplies			
80025	WAHL, JERRY	04/14/25 1089001042 Tax Ref 2024	210-2-00-00-200.002	701.00	55303	04/18/25
		001042 REF	Overpayments Payable			
80025	WARD, RICHARD	04/14/25 1020137708 Tax Ref 2024	210-2-00-00-200.002	109.93	55304	04/18/25
		137708 REF	Overpayments Payable			
80025	WILLARD, CAROL LIFE EST	04/14/25 1021013016 Tax Ref 2024	210-2-00-00-200.002	29.09	55305	04/18/25
		013016 REF	Overpayments Payable			
80025	WLSON CAROLYN LIFE EST	04/14/25 1021013007 Tax Ref 2024	210-2-00-00-200.002	4000.00	55306	04/18/25
		013007 REF	Overpayments Payable			
17425	ICMA ROTH PLAN 706287	04/11/25 Payroll Transfer	210-2-00-00-210.004	150.00	E 411251	04/11/25
		PR-04/11/25	Retirement Payable			
80158	MISSION SQUARE TRADITINAL	04/11/25 Payroll Transfer	210-2-00-00-210.004	269.23	E 411252	04/11/25
		PR-04/11/25	Retirement Payable			
V1160	ICMA RETIREMENT TRUST-457	04/11/25 Payroll Transfer	210-2-00-00-210.004	3414.81	E 411253	04/11/25
		PR-04/11/25	Retirement Payable			
V1161	ICMA RETIREMENT TRUST-401	04/11/25 Payroll Transfer	210-2-00-00-210.004	5575.05	E 411254	04/11/25
		PR-04/11/25	Retirement Payable			
V1165	INTERNAL REVENUE SERVICE	04/11/25 Payroll Transfer	210-2-00-00-210.002	43131.65	E 416251	04/16/25
		PR-04/11/25	Federal Inc Tax W/H			
V2413	VT DEPT OF TAXES	04/11/25 Payroll Transfer	210-2-00-00-210.003	5718.58	E 416252	04/16/25
		PR-04/11/25	State Inc Tax W/H			
25715	DONALD L. HAMLIN CONSULT	04/02/25 EJ-Iroquois Ave Waterline	230-5-40-10-720.002	21111.55	55192	04/18/25
		24807 0425	Iroquois Ave Road and Wat			
V10462	MONAGHAN SAFAR DUCHAM PL	03/31/25 legal March 2025	230-5-16-10-890.824	396.00	55249	04/18/25
		March 2025	Cres. Connector			
39425	SCOTT & PARTNERS INC	04/08/25 2 Lincoln Renovation Marc	232-5-41-20-890.832	900.00	55276	04/18/25
		5895	2 Lincoln Street Renovati			
39425	SCOTT & PARTNERS INC	04/08/25 BL Roof APR2025	232-5-41-21-730.001	2600.00	55276	04/18/25
		5909	Roof			
23855	SOUTHWORTH-MILTON, INC.	04/02/25 2 Lincoln Renovation Apri	232-5-41-20-890.832	3318.69	55284	04/18/25
		SINV0015809	2 Lincoln Street Renovati			
23435	CHAMPLAIN WATER DISTRICT	03/31/25 Water Mar 2025	254-5-54-70-411.400	226309.59	55179	04/18/25
		033125	CWD Water Purchase - Glob			
23435	CHAMPLAIN WATER DISTRICT	03/31/25 Water Mar 2025	254-5-54-70-411.400	3944.05	55179	04/18/25
		033125	CWD Water Purchase - Glob			

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23435	CHAMPLAIN WATER DISTRICT	03/31/25	Water Mar 2025 033125	254-5-54-20-411.000 CWD Water Purchase	45006.00	55179	04/18/25
23435	CHAMPLAIN WATER DISTRICT	03/31/25	Water Mar 2025 033125	254-5-54-20-411.000 CWD Water Purchase	784.35	55179	04/18/25
25715	DONALD L. HAMLIN CONSULT	04/02/25	EJ-Utility Map Update 258180425	254-5-54-20-330.000 Professional Services	138.75	55192	04/18/25
80021	FIRST NATIONAL BANK OF OM	04/03/25	Admin time tracking March 450120	254-5-54-20-505.000 Tech. Subs, Licenses	13.34	55207	04/18/25
20470	GLOBAL MONTELLO ATT: FLEE	03/31/25	March vehicle fuel 328201	254-5-54-20-626.000 Gasoline	183.34	55216	04/18/25
V10130	LOWE'S BUSINESS ACCOUNT	03/03/25	Water Truck #2 94740	254-5-54-70-751.001 Pickup Truck	59.00	55242	04/18/25
V10130	LOWE'S BUSINESS ACCOUNT	03/03/25	Truck #2 95467	254-5-54-70-751.001 Pickup Truck	56.94	55242	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	254-5-54-20-210.000 Group Insurance	4118.55	55251	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	254-5-54-20-210.000 Group Insurance	5.50	55252	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	254-5-54-20-210.000 Group Insurance	197.17	55256	04/18/25
14685	ALLIANCE GROUP SERV LLC	03/31/25	WWTF Facility UH Replacem 85502	255-5-55-30-431.000 R&M Buildings	5898.00	55158	04/18/25
14685	ALLIANCE GROUP SERV LLC	03/31/25	Repair Methane Boiler not 85521	255-5-55-30-431.000 R&M Buildings	636.32	55158	04/18/25
14685	ALLIANCE GROUP SERV LLC	04/14/25	Repair Neptune in boiler 85771	255-5-55-30-431.000 R&M Buildings	250.00	55158	04/18/25
11375	CASELLA WASTE MANAGEMENT	04/01/25	grit and recycling march 3680722	255-5-55-30-421.000 Grit Disposal	1361.68	55176	04/18/25
V10347	EHRLICH	04/03/25	PEST CONTROL MAINTENANCE 76089960	255-5-55-30-431.000 R&M Buildings	94.95	55196	04/18/25
V10734	ENCORE ESSEX JUNCTION SOL	02/17/25	Fixed Monthly (1/17/25-2/ 2502WWTF	255-5-55-30-622.000 Electricity	2218.85	55198	04/18/25
V10734	ENCORE ESSEX JUNCTION SOL	03/19/25	Fixed Monthly(2/16/25-3/1 2503WWTF	255-5-55-30-622.000 Electricity	2218.85	55198	04/18/25
06870	ENDYNE INC	04/08/25	Essex Jct. WWTF TKN 527446	255-5-55-30-340.000 Technical Services	35.00	55199	04/18/25
06870	ENDYNE INC	04/11/25	Constituent Monitoring 527868	255-5-55-30-340.001 Lab Testing	100.00	55199	04/18/25
V10616	EVOQUA WATER TECH LLC	04/01/25	BIOXIDE 906963376	255-5-55-30-619.000 Chemicals	12140.55	55202	04/18/25
38955	F W WEBB COMPANY	03/31/25	Repair to gas compressor 90196756	255-5-55-30-570.000 Other Purchased Services	77.28	55203	04/18/25
38955	F W WEBB COMPANY	04/02/25	Gas compressor repair 90235182	255-5-55-30-570.000 Other Purchased Services	48.25	55203	04/18/25
04640	FASTENAL INDUSTRIAL & CON	04/07/25	Safety Harness VLCT grant VTBUR336395	255-5-55-30-609.000 Safety Supplies	1782.48	55206	04/18/25
04640	FASTENAL INDUSTRIAL & CON	04/10/25	Cabinet for propane tanks VTBUR336490	255-5-55-30-609.000 Safety Supplies	563.89	55206	04/18/25
80021	FIRST NATIONAL BANK OF OM	04/03/25	Admin time tracking March 450120	255-5-55-30-505.000 Tech. Subs, Licenses	53.33	55207	04/18/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19005	FIRSTLIGHT FIBER	04/01/25	Communications April 2025 19727649	255-5-55-30-530.000 Communications	593.41	55210	04/18/25
20470	GLOBAL MONTELLO ATT: FLEE	03/31/25	March vehicle fuel 328201	255-5-55-30-626.000 Gasoline	92.98	55216	04/18/25
24785	GRAINGER	04/11/25	Blower and Thermostat for 9471146606	255-5-55-70-722.008 Vt Phos Challenge PePhlo	151.37	55218	04/18/25
08475	GREEN MOUNTAIN ELECTRIC S	04/03/25	Batteries (2) S5264087001	255-5-55-30-610.000 General Supplies	42.46	55220	04/18/25
07010	GREEN MOUNTAIN POWER CORP	03/19/25	39 Cascade 02/17/25-03/1 0325Cascade	255-5-55-30-622.000 Electricity	10553.23	55221	04/18/25
V1093	HOLLAND CO., INC.	04/07/25	Sodium Bisulfite Solution PI32426	255-5-55-30-619.000 Chemicals	6162.00	55228	04/18/25
80087	KONICA MINOLTA PREMIER FI	04/10/25	Copier Lease April 2025 553276338	255-5-55-30-442.000 Rental Vehicles/Equip	158.45	55235	04/18/25
05495	LCS CONTROLS, INC	04/03/25	field service on Aeratio 14772	255-5-55-30-330.000 Professional Services	1800.00	55236	04/18/25
05495	LCS CONTROLS, INC	04/03/25	Hypo Pumping system modif 14773	255-5-55-30-330.000 Professional Services	5012.50	55236	04/18/25
05495	LCS CONTROLS, INC	04/04/25	Completion of SCADA upgra 14778	255-5-55-30-330.000 Professional Services	7200.00	55236	04/18/25
V10130	LOWE'S BUSINESS ACCOUNT	03/13/25	Refrig Breakroom 86874	255-5-55-30-610.000 General Supplies	1210.28	55242	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	255-5-55-30-210.000 Group Insurance	7506.49	55251	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	255-5-55-30-210.000 Group Insurance	14.00	55252	04/18/25
19455	NICHEM CO	03/26/25	ACTIVATED CARBON PELLET W 32276	255-5-55-30-435.000 COGEN	4196.50	55255	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	255-5-55-30-210.000 Group Insurance	382.84	55256	04/18/25
19325	OPEN APPROACH INC	02/26/25	New Server 25490	255-5-55-30-735.000 Tech: Equip/Hardware	931.67	55257	04/18/25
19325	OPEN APPROACH INC	04/01/25	Monthly Bill April 25817	255-5-55-30-340.000 Technical Services	130.00	55257	04/18/25
19325	OPEN APPROACH INC	04/03/25	New Server 25975	255-5-55-30-735.000 Tech: Equip/Hardware	1033.33	55257	04/18/25
80119	PUMP CONTROL SOLUTIONS LL	04/01/25	Repair Controllers 1222	255-5-55-30-570.000 Other Purchased Services	250.00	55266	04/18/25
03180	SAFETY SYSTEMS OF VT LLC	03/31/25	Dialer Trouble, Reset Pan 12968844	255-5-55-30-570.000 Other Purchased Services	150.00	55273	04/18/25
V2124	STAPLES ADVANTAGE	04/05/25	2IN GRN BETTER BINDER BTS 6028734031	255-5-55-30-610.000 General Supplies	81.25	55286	04/18/25
V2159	SURPASS CHEMICAL CO INC	07/17/24	Sodium Hydroxide Membrane 388039CM	255-5-55-30-619.000 Chemicals	-323.36	55289	04/18/25
V2159	SURPASS CHEMICAL CO INC	03/28/25	Sodium Hydroxide Membrane 393722	255-5-55-30-619.000 Chemicals	17040.73	55289	04/18/25
26290	CHAMPLIN ASSOC. INC.	02/28/25	Susie Wilson Rd PS repair 5415	256-5-56-40-434.001 Susie Wilson PS Costs	2018.00	55180	04/18/25
25715	DONALD L. HAMLIN CONSULT	04/02/25	EJ-Pipeline Manhole Reha 248140425	256-5-56-70-722.001 Manhole Rehab	601.25	55192	04/18/25

03:01 pm

Check Warrant Report # 24073 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 04/11/25 To 04/18/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80021	FIRST NATIONAL BANK OF OM	04/03/25	Admin time tracking March 450120	256-5-56-40-505.000 Tech. Subs, Licenses	13.33	55207	04/18/25
20470	GLOBAL MONTELLO ATT: FLEE	03/31/25	March vehicle fuel 328201	256-5-56-40-626.000 Gasoline	465.97	55216	04/18/25
07010	GREEN MOUNTAIN POWER CORP	04/08/25	Solar Accounts: 03/07/25- 040825D	256-5-56-40-622.000 Electricity	551.26	55222	04/18/25
07010	GREEN MOUNTAIN POWER CORP	04/08/25	Solar Accounts: 03/07/25- 040825D	256-5-56-40-434.002 West Street PS Costs	243.29	55222	04/18/25
07010	GREEN MOUNTAIN POWER CORP	04/08/25	Solar Accounts: 03/07/25- 040825D	256-5-56-40-434.001 Susie Wilson PS Costs	246.53	55222	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	256-5-56-40-210.000 Group Insurance	2741.67	55251	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	256-5-56-40-210.000 Group Insurance	4.80	55252	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	256-5-56-40-210.000 Group Insurance	177.99	55256	04/18/25
19325	OPEN APPROACH INC	04/01/25	Monthly Bill April 25817	256-5-56-40-340.000 Technical Services	560.00	55257	04/18/25
80119	PUMP CONTROL SOLUTIONS LL	04/05/25	Reprogram LC150 HS lift s 1225	256-5-56-40-434.000 R&M Pump Stations	400.00	55266	04/18/25
17505	SAND HILL SOLAR LLC KSI I	04/11/25	billing - 3/7/25 - 4/7/25 276SH41125	256-5-56-40-434.002 West Street PS Costs	545.58	55275	04/18/25
17505	SAND HILL SOLAR LLC KSI I	04/11/25	billing - 3/7/25 - 4/7/25 276SH41125	256-5-56-40-622.000 Electricity	559.40	55275	04/18/25
17505	SAND HILL SOLAR LLC KSI I	04/11/25	billing - 3/7/25 - 4/7/25 276SH41125	256-5-56-40-434.001 Susie Wilson PS Costs	433.00	55275	04/18/25
80194	THE HOPE GROUP (STS OPERAT	04/01/25	River St PS repairs L35122-003	256-5-56-40-434.000 R&M Pump Stations	742.05	55292	04/18/25
80141	ADIRONDACK STORAGE BARNS	04/09/25	Preschool Playground 22889	259-5-30-16-610.000 General Supplies	9505.00	55155	04/18/25
19815	AMAZON CAPITAL SERVICES	04/11/25	RK Hiawatha Supplies 13CLFF7L9HHG	259-5-30-15-610.000 General Supplies	36.97	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/12/25	RK EES Supplies 13CLFF7LLQNX	259-5-30-15-610.000 General Supplies	30.86	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/04/25	RK MSP Supplies 14KKRLTVDTGQ	259-5-30-15-610.000 General Supplies	104.69	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/14/25	Preschool Supplies 14XQQKR3X9KP	259-5-30-16-610.000 General Supplies	154.12	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/02/25	RK Fleming Supplies 17V36J161QTX	259-5-30-15-610.000 General Supplies	28.47	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/04/25	RK FMS Supplies 199N99XHCETF	259-5-30-15-610.000 General Supplies	34.47	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/04/25	RK Summit Supplies 1CKT9KMCCJ4H	259-5-30-15-610.000 General Supplies	277.93	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/05/25	Preschool Supplies 1G4LHLHDKTHR	259-5-30-16-610.000 General Supplies	82.53	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/14/25	RK FMS Supplies 1J3XY3TJXKGF	259-5-30-15-610.000 General Supplies	143.20	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/03/25	RK Hiawatha Supplies 1KT7RL1Y3MNQ	259-5-30-15-610.000 General Supplies	50.94	55160	04/18/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	04/11/25	RK Summit Supplies 1MK1QQGQ9KKT	259-5-30-15-610.000 General Supplies	143.89	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/11/25	RK FMS Supplies 1MTVPVVH7W67	259-5-30-15-610.000 General Supplies	66.92	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/09/25	RK Westford Supplies 1NM99MHJ4CGK	259-5-30-15-610.000 General Supplies	178.93	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/06/25	Preschool Supplies 1R7VPH3WNDYT	259-5-30-16-610.000 General Supplies	132.88	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/11/25	RK Fleming Supplies 1T6Y6P6YDCNR	259-5-30-15-610.000 General Supplies	59.94	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/01/25	RK Fleming Supplies 1TCVQR4M6J6Y	259-5-30-15-610.000 General Supplies	31.30	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/09/25	Egg Hunt Supplies 1TM194N63GD3	259-5-30-14-610.000 General Supplies	141.06	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/08/25	Preschool supplies 1XJFY3VDJT4Y	259-5-30-16-610.000 General Supplies	103.83	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/08/25	RK Westford Supplies 1Y37Q7PHJXTX	259-5-30-15-610.000 General Supplies	95.20	55160	04/18/25
19815	AMAZON CAPITAL SERVICES	04/11/25	RK FMS Supplies 1YX6X4GF9HQO	259-5-30-15-610.000 General Supplies	48.95	55160	04/18/25
25595	AMERICAN RED CROSS	04/09/25	RK CPR Training 3/24 4/1 22774933	259-5-30-15-330.000 Professional Services	520.00	55162	04/18/25
25370	BOUNCE AROUND VT LLC	04/09/25	RK Summit 4/9 040925D	259-5-30-15-330.000 Professional Services	460.00	55167	04/18/25
22670	CAPITAL ONE CREDIT CARD -	04/15/25	EJRP Credit Card April 65080525	259-5-30-14-330.000 Professional Services	8378.16	55174	04/18/25
22670	CAPITAL ONE CREDIT CARD -	04/15/25	EJRP Credit Card April 65080525	259-5-30-11-610.000 General Supplies	12.83	55174	04/18/25
22670	CAPITAL ONE CREDIT CARD -	04/15/25	EJRP Credit Card April 65080525	259-5-30-12-610.000 General Supplies	73.63	55174	04/18/25
22670	CAPITAL ONE CREDIT CARD -	04/15/25	EJRP Credit Card April 65080525	259-5-30-15-530.000 Communications	955.52	55174	04/18/25
22670	CAPITAL ONE CREDIT CARD -	04/15/25	EJRP Credit Card April 65080525	259-5-30-10-505.000 Tech. Subs, Licenses	701.14	55174	04/18/25
22670	CAPITAL ONE CREDIT CARD -	04/15/25	EJRP Credit Card April 65080525	259-5-30-15-500.000 Training, Conf, Dues	1165.32	55174	04/18/25
22670	CAPITAL ONE CREDIT CARD -	04/15/25	EJRP Credit Card April 65080525	259-5-30-16-610.000 General Supplies	209.02	55174	04/18/25
22670	CAPITAL ONE CREDIT CARD -	04/15/25	EJRP Credit Card April 65080525	259-5-30-15-330.000 Professional Services	31.06	55174	04/18/25
22670	CAPITAL ONE CREDIT CARD -	04/15/25	EJRP Credit Card April 65080525	259-5-30-15-610.000 General Supplies	82.94	55174	04/18/25
22670	CAPITAL ONE CREDIT CARD -	04/15/25	EJRP Credit Card April 65080525	259-5-30-17-330.000 Professional Services	8.00	55174	04/18/25
25120	CLICKTIME.COM	04/03/25	EJRP Timesheets March 450175	259-5-30-10-505.000 Tech. Subs, Licenses	1200.00	55186	04/18/25
31545	COSTCO #314	04/11/25	Program Supplies 041125D	259-5-30-14-610.000 General Supplies	826.73	55189	04/18/25
80192	Fountain of Youth Fitness	04/07/25	Lifting Spirits Class 4/7 040725D	259-5-30-14-330.000 Professional Services	80.80	55214	04/18/25

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Check Warrant Report # 24073 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 04/11/25 To 04/18/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80192	Fountain of Youth Fitness	04/15/25	Lifting Spirits Class 4/1 041525D	259-5-30-14-330.000 Professional Services	96.80	55214	04/18/25
20470	GLOBAL MONTELLO ATT: FLEE	03/31/25	March vehicle fuel 328201	259-5-30-15-626.000 Gasoline	78.71	55216	04/18/25
04035	GOT THAT RENTAL & SALES I	04/10/25	Lift Rental 139075	259-5-30-12-442.000 Rental Vehicles/Equip	515.00	55217	04/18/25
28895	KINDERMUSIK WITH RACHEL L	04/02/25	Kindermusik April 1034	259-5-30-14-330.000 Professional Services	1008.00	55233	04/18/25
80087	KONICA MINOLTA PREMIER FI	04/10/25	Copier Lease April 2025 553276338	259-5-30-16-442.000 Rental Vehicles/Equip	149.40	55235	04/18/25
80087	KONICA MINOLTA PREMIER FI	04/10/25	Copier Lease April 2025 553276338	259-5-30-10-442.000 Rental Vehicles/Equip	165.50	55235	04/18/25
80120	LINCO PICKLEBALL	09/27/24	Pickleball Fall 092724D	259-5-30-14-330.000 Professional Services	360.00	55239	04/18/25
25625	LOWE'S - 1080	04/02/25	EJRP Lowes April 41910800425	259-5-30-16-610.000 General Supplies	16.09	55241	04/18/25
14570	METROCK STATION / VERTI	04/03/25	RK Westford 4/16 1355758	259-5-30-15-330.000 Professional Services	480.00	55248	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	259-5-30-16-210.000 Group Insurance	10466.96	55251	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	259-5-30-15-210.000 Group Insurance	7024.78	55251	04/18/25
27395	MVP HEALTH CARE INC 43118	04/11/25	Health May 2025 21263516	259-5-30-14-210.000 Group Insurance	2819.96	55251	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	259-5-30-14-210.000 Group Insurance	3.50	55252	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	259-5-30-16-210.000 Group Insurance	17.50	55252	04/18/25
44275	MVP SELECT CARE INC.	04/09/25	HRA Fee Mar 2025 CINV009640	259-5-30-15-210.000 Group Insurance	24.50	55252	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	259-5-30-15-210.000 Group Insurance	227.22	55256	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	259-5-30-16-210.000 Group Insurance	484.46	55256	04/18/25
24960	NORTHEAST DELTA DENTAL	04/15/25	Dental May 2025 041525 6197	259-5-30-14-210.000 Group Insurance	72.15	55256	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/01/25	Behavior Support 360282	259-5-30-15-610.000 General Supplies	49.41	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/01/25	RK S/H K Snack 360749	259-5-30-15-610.000 General Supplies	16.55	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/02/25	RK Westford Snack 360750	259-5-30-15-610.000 General Supplies	152.02	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/02/25	RK Hiawatha Snack 360757	259-5-30-15-610.000 General Supplies	210.68	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/02/25	RK MSP EES Snack 360766	259-5-30-15-610.000 General Supplies	363.89	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/02/25	RK S/H MSP Snack 361199	259-5-30-15-610.000 General Supplies	158.17	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/02/25	RK FMS Snack 361505	259-5-30-15-610.000 General Supplies	145.86	55259	04/18/25



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## City of Essex Junction Accounts Payable

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Check Warrant Report # 24073 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 04/11/25 To 04/18/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
29425	PERFORMANCE FOOD 24793-EJ	04/03/25	RK Fleming Snack 361533	259-5-30-15-610.000 General Supplies	82.55	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/08/25	RK Westford Snack 363413	259-5-30-15-610.000 General Supplies	144.50	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/08/25	RK FMS Snack 364607	259-5-30-15-610.000 General Supplies	212.04	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/08/25	RK Hiawatha Snack 364727	259-5-30-15-610.000 General Supplies	160.99	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/09/25	RK Summit Snack 364921	259-5-30-15-610.000 General Supplies	140.22	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/09/25	RK Fleming Snack 365412	259-5-30-15-610.000 General Supplies	144.16	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/10/25	RK EES Snack 365665	259-5-30-15-610.000 General Supplies	93.04	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/10/25	RK S/H MSP Snack 365845	259-5-30-15-610.000 General Supplies	124.51	55259	04/18/25
29425	PERFORMANCE FOOD 24793-EJ	04/14/25	RK FMS Snack 366255	259-5-30-15-610.000 General Supplies	219.46	55259	04/18/25
80025	POTTER, JAMIE	04/16/25	Camp REFUND-Potter \$1365 206585	259-4-30-17-020.313 Childcare - DC	1365.00	55264	04/18/25
20620	RASCO LAURA	04/08/25	Preschool Playgroup March 040825D	259-5-30-14-330.000 Professional Services	240.00	55271	04/18/25
17395	SAINT ALBANS CITY OF	03/31/25	Vac Camp 3/31 0000731	259-5-30-15-330.000 Professional Services	992.00	55274	04/18/25
10435	SCREENMYLOGO.COM	04/10/25	RK Tote Bags 21400	259-5-30-15-610.000 General Supplies	300.00	55277	04/18/25
17675	SMUGGLERS NOTCH RESORT	04/04/25	NOVA Deposit 6/20 040425D	259-5-30-17-330.000 Professional Services	100.00	55283	04/18/25
23495	STUDENT TRANSPORTATION OF	03/31/25	Vac Camp Bus 3/31 70296161	259-5-30-15-580.000 Travel	463.50	55287	04/18/25
23495	STUDENT TRANSPORTATION OF	03/31/25	Vac Camp Bus 3/31 70296582	259-5-30-15-580.000 Travel	424.88	55287	04/18/25
80205	Speed Stacks INC	04/04/25	Rec Kids Supplies 2948	259-5-30-15-610.000 General Supplies	1950.00	55290	04/18/25
07565	W B MASON CO INC	04/02/25	PS Supplies 253384431	259-5-30-16-610.000 General Supplies	30.29	55302	04/18/25

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City of Essex Junction Accounts Payable

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Check Warrant Report # 24073 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 04/11/25 To 04/18/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
				-----		
Report Total				1503985.95		
				=====		

To the Treasurer of City of Essex Junction, We Hereby certify  
that there is due to the several persons whose names are  
listed hereon the sum against each name and that there  
are good and sufficient vouchers supporting the payments  
aggregating \$ \*1,503,985.95  
Let this be your order for the payments of these amounts.

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