



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

Online & 2 Lincoln St.
Essex Junction, VT 05452
Wednesday, September 24, 2025
6:30 PM

E-mail: admin@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6944

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

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

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
 - a. Comments from Public
5. **BUSINESS ITEMS**
 - a. Chittenden County Regional Planning Commission Annual Report and Presentation [15 Minutes]
 - b. Community Development Department Head Brief to Council [10 Minutes]
 - c. Presentation on Pearl Street Road Diet Update [20 Minutes]
6. **OPEN FORUM** – An opportunity to listen and discuss items of interest of the community. Start time certain at 7:20 pm. [30 Minutes]
7. **CONSENT ITEMS**
 - a. Approve Meeting Minutes: 09/10/25
 - b. Approval of Citywide Janitorial Services Contract
8. **COUNCIL MEMBER COMMENTS & CITY MANAGER REPORT**
9. **READING FILE**
 - a. Check Warrant # 24086 9/19/25
 - b. Meet Me on Main Events
 - c. Connect the Junction Open Forum
 - d. Rebranding Survey
 - e. City Offices Renovation and Ribbon Cutting
 - f. Board of Civil Authority and Board of Abatement Minutes 09/02/25
 - g. Planning Commission Minutes 09/04/25
 - h. Bike Walk Advisory Committee Minutes 09/11/25
 - i. Governance Committee Minutes 09/11/25
10. **EXECUTIVE SESSION**
 - a. No Executive Session is anticipated
11. **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.

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.



FY25 ANNUAL REPORT

CITY of ESSEX JUNCTION



All information available at: ccrpcvt.org/essex-junction

The **Chittenden County Regional Planning Commission (CCRPC)** is a political subdivision of the State created by the municipalities of Chittenden County in 1966 for the development of policies, plans and programs that address regional issues and opportunities in Chittenden County. The CCRPC also serves as the region's federally designated Metropolitan Planning Organization (MPO) and is responsible for transportation planning in Chittenden County in close collaboration with our municipalities, state and federal agencies, other partners, and the public.

The CCRPC is governed by a 29-member board consisting of one representative from each of the County's 19 municipalities, transportation representatives, and at-large members representing the interests of agriculture, environmental/conservation, business, and housing/socio-economic. CCRPC's vision is to be a pre-eminent, integrated regional organization that plans for healthy, vibrant communities, economic development, and efficient transportation of people and goods while improving the region's livability.



[Learn more about CCRPC »](#)

In **FY25**, the CCRPC invested about **\$8.3 million** in:



REGIONAL
LAND USE



TRANSPORTATION



EMERGENCY
MANAGEMENT



ENERGY



NATURAL
RESOURCES



EQUITABLE
PUBLIC
ENGAGEMENT



TRAINING



TECHNICAL
ASSISTANCE

The program leverages more than **\$7.6 million** in Federal and State investment with \$270,000 in municipal dues and another \$320,000 in local match for specific projects—nearly a 13:1 return on local investment.

Specific activities the CCRPC is engaged in with **Essex Junction** and CCRPC's regional activities are discussed in the following sections of this report and at ccrpcvt.org/essex-junction.

FY25 ESSEX JUNCTION REPRESENTATIVES

CCRPC Board | Representative: *Cristin Gildea* | Alternate: *Dan Kerin*

Transportation Advisory Committee | Rep: *Chris Yuen*

Planning Advisory Committee | Rep: *Chris Yuen*

Clean Water Advisory Committee | Rep: *Chelsea Mandigo*

Regional Emergency Management Committee | *Ron Hoague, Chris Gaboriault*

ESSEX JUNCTION ACTIVITIES

In FY2025, the CCRPC provided assistance to Essex Junction on the following projects and initiatives:

- **Pearl Street Multimodal Improvements Scoping:** [This study](#) builds on the 2018 Bicycle/Pedestrian Improvements study along VT Route 15 between Susie Wilson Road and West Street Extension. The primary goal is to develop an alternative that improves safety and connectivity for cyclists and pedestrians and can be funded with available budget. The project kicked off in late spring and will carry over into FY26. Total consultant budget: \$30,000.
- **Essex Junction Stormwater CCTV Inspection (Phase 3):** Phase 3 of this project completed the inspection of selected stormwater drainage infrastructure in Essex Junction and developed an asset management database of the assessed infrastructure. Data and information generated by this effort was incorporated into the stormwater infrastructure maintenance and replacement plan. The final report was completed in December. Total consultant budget: \$92,504.
- **Transit-Oriented Development (TOD) Master Planning:** The City has been selected to participate in the CCRPC's Northwest Vermont TOD project. The project, funded via a federal RAISE grant, is funding TOD planning and bylaw work in 10 communities in Northwest Vermont. In FY25, the project team finalized existing conditions, held engagement events, released a Vision & Big Ideas Summary Report, and drafted the Connect the Junction Master Plan. In FY26 the project will continue with additional engagement activities, draft land development code updates, meetings with the City Council and Planning Commission, and incorporating additional community feedback and code updates to finalize the master plan. Project updates and upcoming events can be found [here](#). Total consultant budget: \$129,896.
- **Energy Planning and Implementation:** CCRPC continued to provide technical support for the state-wide [Municipal Energy Resilience Program](#). CCRPC staff also provided information about grants and incentives and answered questions about weatherization and municipal EV charging infrastructure.
- **Technical Assistance:** CCRPC staff provided a variety of technical assistance to Essex Junction:
 - Reviewed Essex Junction's zoning map changes and uploaded them to the VT Center for Geographic Information online data portal.
 - Provided assistance applying the city's land use regulations on issues including corner lot setbacks, consistency between the zoning map and the comprehensive plan, boundary adjustment waivers, and abutter notifications.
 - Issued a letter of support for the City's \$25,000 Better Roads grant application for Outlet stabilization on Brickyard Road
 - Made a technical correction to Essex Junction's GIS zoning layer and provided the city with an updated zoning map.
 - Provided information on pedestrian rail crossing.
 - Worked with City staff to finalize their annual All Hazards Mitigation monitoring report.
- **Traffic Counts:** Three Turning Movement Counts were conducted in Essex Junction in FY25. Historic traffic counts conducted in support of Essex Junction's transportation projects and studies can be [found here](#).
- **Byway Coordination:** Chittenden County includes eight of Lake Champlain Byway's 22 communities: Milton, Colchester, Winooski, Essex Junction, Burlington, South Burlington, Shelburne, and Charlotte. CCRPC staff maintained the [Byway website](#) including a helpful [Interactive Map](#). Additionally, CCRPC submitted a National Scenic Byways Program Grant in partnership with VTrans and LCPC to support website updates and outreach materials.
- **Older Adults and Persons with Disabilities (O&D) Transportation Program:** [The Chittenden County O&D Transportation Program](#) supports community members through affordable transportation to medical appointments, access to fresh food at the grocery store, and social visits. In FY25, 432 trips were provided

to Essex Junction residents as part of this program.

- **Regional Plan and Act 181 Engagement:** CCRPC staff coordinated with the Essex Junction Planning Commission and staff on the engagement and development of the draft Regional Future Land Use map. Staff presented on the engagement and map to the CCRPC Long Range Planning Committee (LRPC). A memo outlining the process to develop the map and staff recommendations to the LRPC can be found [here](#). The current draft regional Future Land Use map can be found [here](#).

FY2026 CCRPC WORK PROGRAM

Project Name	Brief Description	Total Budget
Essex Junction Comprehensive Plan Update	The current Comprehensive Plan needs to be updated prior to its 2027 expiration. Recent and ongoing projects such as the 2024 Community Vision and Strategic Action Plan and the Connect the Junction Transit Oriented Development Master Plan have identified the need to strengthen policy around several emerging community priorities. The identified topics include Housing, Public Services, Economic Development, Transportation, Environmental Stewardship and Community Engagement, all of which should be addressed in a Comprehensive Plan update. This plan must also align with new State directives, the forthcoming Regional Future Land Use map and municipal housing targets.	TBD
Pearl Street Pedestrian Crossings Conceptual Planning	Over the past years, community members have repeatedly voiced a desire for safer and more convenient pedestrian crossing opportunities on Pearl Street between West Street Extension and the Champlain Valley Exposition (CVE). This half-mile stretch of Pearl Street currently has no pedestrian crossings across the three-lanes of traffic despite residential and commercial land uses and bus stops on both sides of the street. The base scope of work will include conceptual planning, public engagement, and identification of potential funding sources for implementation.	\$35,000
GIS Services	This request is for GIS assistance from CCRPC to help until the city has in-house GIS capacity. We are aware of specific needs; but anticipate other needs may come up over the course of the year.	\$7,200
Essex Junction Stormwater CCTV Inspection (Phase 4)	Phase 4 of this project will include hiring a consultant to televise the stormwater pipes in selected areas. Results will be consolidated into a pre-existing PACP standards condition and replacement report. Phases 1-4 data will be used in capital planning to develop a schedule framework for slip-lining or replacement of deficient pipes.	\$50,000

ESSEX JUNCTION PROJECTS IN THE TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

The [TIP](#) is a prioritized, multi-year list of transportation projects in Chittenden County. To receive federal funds, each transportation project, program, or operation must be authorized through CCRPC approval of the TIP. Essex Junction projects included in the TIP are listed below. These projects are also included in the Vermont Agency of Transportation Capital Program.

- **AMTRAK Train Station Upgrades:** In 2022, the City received a \$3 million grant through the Consolidated Rail Infrastructure and Safety Improvements (CRISI), Congressionally Directed Spending program for renovations and improvements to the Essex Junction Multimodal Train and Bus Station. Design and planning are underway.
- **Crescent Connector Road:** \$13 million for the construction of a new road between VT2A and VT 117 and improvement to Railroad Street between VT117 and VT15. This is a CIRC Alternative Phase I project. Project was substantially complete in 2024, with final items being completed in 2025.

REGIONAL ACTIVITIES

- **2026 ECOS Regional Plan Implementation and Update:** The [2018 Chittenden County ECOS Plan](#) (Environment; Community; Opportunity; Sustainability) is the regional plan for Chittenden County and combines the Regional Plan, the Metropolitan Transportation Plan, and the Comprehensive Economic Development Strategy into one. Staff led [140+ engagement events](#) in all 19 municipalities to inform the plan's Future Land Use map (as directed in Act 181) and supported municipalities choosing whether to opt in to Tier 1B (partial Act 250 exemption). CCRPC also developed and released municipal Housing Targets in March 2025. The ECOS Future Land Use map engagement efforts, findings, and [most recent draft map](#) can be found [on our website](#). The 2026 Chittenden County ECOS Plan will continue through the adoption process in FY26, with CCRPC board adoption anticipated in spring 2026. The plan will then be submitted to the State Land Use Review Board for final review and approval in summer 2026.
- **Community Engagement:** The CCRPC continued to build organizational capacity to address inequities in our communities through the following actions:
 - Collaboratively developed and implemented organizational Core Values and Code of Conduct for CCRPC Staff, Committees and Board Members.
 - Supported and facilitated the [Community Engagement Advisory Committee](#) (CEAC) and integrated the Committee into engagement efforts for the ECOS Plan update.
 - Strengthened relationships and partnerships and forged new ones with organizations, grassroots organizers, and individuals working with marginalized communities.
 - Organized and hosted a training for Regional Planning Commission staff with the Vermont Commission on Native American Affairs (VCNAA) on the history of Vermont's indigenous communities and ways to begin to build relationships with indigenous partners throughout the State.
 - Developed a searchable [public database of Community Engagement Efforts in Chittenden County](#) to reduce engagement redundancy and community fatigue.
 - Conducted a state-required analysis of the distribution of environmental benefits and burdens in Chittenden County and mapped CCRPC's Work Program to support more equitable distribution moving forward.
- **Housing:** CCRPC organized two Regional Housing Convenings to facilitate peer exchanges on housing tools, sponsored National Fair Housing Month events in partnership with CVOEO, and assisted communities with implementing the [HOME Act](#) (S.100/Act 47). Work also continued on the [Building Homes Together 2.0 campaign](#), which launched in fall 2021 with the goal of building 1,000 homes per year by 2025 for people of all incomes, including 25% affordable homes. In 2023, 720 homes were built; 125 were affordable.
- **Regional Energy Planning:** CCRPC provided updated [Municipal Energy Data Guides and Maps](#) for each municipality. This data is needed to conform to the State's enhanced energy planning standards. Under the Climate Pollution Reduction Grant, CCRPC also helped create or update municipal enhanced energy plans.
- **Regional Energy Implementation:** CCRPC provided technical support to municipalities for the state-wide [Municipal Energy Resilience Program](#) for municipal buildings and other energy and climate-related grant

and incentive programs. CCRPC coordinated with the Climate Action Office, the Public Service Department, Efficiency Vermont, Vermont Gas Systems, the Vermont Bond Bank, and other partners on programs and funding opportunities for municipalities.

- **Public Transportation Planning:** The CCRPC remains engaged with [Green Mountain Transit](#) (GMT) on a wide variety of public transit planning projects and initiatives. During FY25, the CCRPC provided \$600,000 to GMT for transit planning in Chittenden County. CCRPC and GMT also coordinated with VTrans and several municipalities to initiate a Regional Transit Signal Priority (TSP) feasibility study that will pilot TSP technology on a transit priority route: Dorset Street between Williston Road and Garden Street in South Burlington.
- **Northwest VT Transit Oriented Development (TOD):** Beginning in FY23, the CCRPC has been working on a federal RAISE grant to analyze real estate market demand and develop comprehensive plans for transit-oriented development for 10 communities across five-counties in Northwest Vermont. The \$2.1 million grant will also support planning to assess how to enhance public transit services in these communities. In FY25, the CCRPC finalized the Real Estate Market Demand Analysis; began work on community master planning and municipal zoning updates for the 10 participating communities; and issued an RFP and selected a consultant for the Transit, Finance and Governance tasks. This project is expected to be completed in June 2026.
- **Transportation Demand Management (TDM):** CCRPC continued work on a [Regional Transportation Options Plan](#) to assess the feasibility of transportation demand management (TDM) options, and advance recommendations of both the 2023 [Metropolitan Transportation Plan](#) (MTP) and the Chittenden County [I-89 2050 Study](#). CCRPC staff participated in CATMA's 3rd Annual Transportation Summit and their [Transportation Coordinator](#) (TC) Network events.
- **Walk/Bike Planning:** CCRPC staff collaborated with CATMA and local municipalities to re-envision the regional bikeshare program after the previous vendor, Bird, discontinued service over the winter. The CCRPC also provided bike/ped-related technical assistance to municipalities and businesses, assisted municipalities with bike/ped grants and UPWP applications, managed bike/ped-related UPWP projects, and conducted bike/ped counts on paths, designated bike lanes, and other roadways.
- **Clean Water:** The CCRPC continued to host the [Clean Water Advisory Committee and the MS-4 Sub-Committee](#). CCRPC staff continued to serve on the Lake Champlain Sea Grant Program Advisory Committee. The CCRPC managed education and outreach programs such as the [Rethink Runoff](#) on behalf of our MS-4 municipalities. As [Clean Water Service Provider \(CWSP\) for the Northern Lake Champlain Direct Drainages \(Basin 5\)](#), CCRPC worked with its [Basin 5 Water Quality Council](#) (BWQC) to oversee the development and implementation of non-regulatory water quality improvement projects that reduce phosphorus loading into these streams and Lake Champlain.
- **Emergency Management:** CCRPC continued to staff the Regional Emergency Management Committee ([REMC](#)), a group that coordinates and supports regional all-hazard emergency planning and preparedness activities to improve the region's ability to prepare for, respond to, and recover from all disasters. CCRPC staff participate in a wide array of emergency management-related workshops and exercises to support our role in the State Emergency Operations Center (SEOC) when called upon. The CCRPC served as the local liaison between municipalities and the state to collect damage assessment information after significant storm events, helped with emergency preparedness for hazardous materials incidents, and collected information from each municipality on annual implementation of hazard mitigation activities.
- **Municipal Roads General Permit (MRGP) Compliance and Water Quality Planning Assistance:** CCRPC staff continued to assist Chittenden County municipalities to meet their MRGP obligations. This includes evaluating segments through Road Erosion Inventories (REIs), tracking and documenting upgraded segments and outlets, and reporting to DEC. Staff also assist municipalities with the State's Grants in Aid (GIA) program, which allocates funding to participating towns for stormwater improvements related to the MRGP. In FY25, 14 Chittenden County municipalities signed up to participate in the GIA program with

awards totaling \$234,000.

- **Traffic Alert Program:** CCRPC compiled and sent out 48 traffic alerts about activities impacting traffic in Chittenden County during FY25.
- **VT Culverts:** [The VT Culverts website](#) can be used to view a town's bridges and culverts on a map or chart based on condition or inventory date. CCRPC is one of two RPCs that manage the website. VT Culverts continues to gain traction in our region and throughout the state. At the end of June, six municipalities actively used VT Culverts to inventory town-maintained bridges and culverts.
- **Chittenden County Communications Union District (CCCUD):** CCRPC assisted [the CCCUD](#) as they explored opportunities to provide high-speed internet access to under- or unserved addresses in their 8-municipality district. The CCCUD received proposals from internet service providers to form a public/private partnership to provide broadband service to all the unserved and underserved locations in the district (~500+ locations). In the fall, the CCCUD applied for and was awarded \$2.1M in Construction Grant funds from the Vermont Community Broadband Board (VCBB). The CCCUD then finalized a contract with Consolidated Communications, Inc. (CCI) to accomplish phase 1 (~100+ locations) of this work. The CCCUD anticipates service will be available for all phase 1 customers by the end of 2025.
- **Older Adults and Persons with Disabilities (O&D) Transportation Program:** [The Chittenden County O&D Transportation Program](#) supports community members through affordable transportation to medical appointments, access to fresh food at the grocery store, and social visits. In FY25, the O&D Committee held four meetings to discuss program funding, volunteer driver outreach and opportunities to involve more mobility partners in O&D transportation planning.
- **Chittenden County Brownfields Program:** The Brownfields Program aids property owners, potential developers, and municipalities with investigating environmental issues prior to potential property redevelopment. In FY25, CCRPC was awarded a \$1 million EPA grant to implement a Brownfields Revolving Loan Fund (RLF) that will aid municipalities and property owners with conducting environmental clean-up of contaminated properties. Additionally, using three different grants from both the EPA and ACCD totaling nearly \$750,000, CCRPC and its pool of eight Qualified Environmental Professional firms provided environmental assessment and cleanup planning services for 17 project sites in 10 municipalities across the county.
- **Exit 14 Scoping Study:** The CCRPC, in collaboration with VTrans, the Cities of South Burlington and Burlington, and other partners initiated a scoping study to evaluate alternatives to improve safety, connectivity, and operational efficiency for all users of the [Exit 14 Interchange](#) area. The study will recommend short-, medium-, and long-term improvements to address multimodal issues at the interchange area.
- **Regional Transportation Safety Action Plan:** The CCRPC is developing a comprehensive Regional Safety Action Plan (RSAP) for Chittenden County. The RSAP will provide a data-driven, proactive and integrated approach to enhance regional roadway safety by identifying innovative and proven safety solutions to reduce the number of fatal and serious injury crashes for all road users. This ready-to-implement RSAP will meet all the requirements of a safety action plan required by the USDOT Safe Streets for All (SS4A) grant program and enable the CCRPC and member municipalities to apply for implementation funding.

For further information about the CCRPC, please visit <https://www.ccrpcvt.org/> or contact CCRPC Executive Director, Charlie Baker: cbaker@ccrpcvt.org.

Memo

To: City Council

From: Christopher Yuen, Community Development Director

Meeting Date: September 24, 2025

Agenda Item: Department Head Conversation

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

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

Land Use Planning

We implemented the 2025 Land Development Code amendments, which focused on technical corrections as well as dimensional and design changes aimed at supporting infill housing. A major focus of our planning efforts has been the *Connect the Junction* Transit-Oriented Development project. We worked with our consultant to prepare a draft plan and invested significant time this summer in promoting it and engaging the public.

Transportation Planning

Transportation planning has also been a major area of activity. We partnered with Stantec on an updated scoping study for multimodal improvements on Pearl Street, with the goal of producing an alternative design that improves pedestrian, bicycle, and transit access while staying within the available capital budget. Together with the City Engineer, Police, Public Works, and Council, we developed a substantial revision to the City's Traffic Calming Policy, which is now in draft form.

In addition, we collaborated with the Bike/Walk Advisory Committee on several smaller but meaningful safety and access projects: installing a new rapid-flashing beacon on Main Street, adding quick-build curb extensions at the intersection of Lincoln Terrace and School Street, adding new bike racks at high-demand locations on both public and private commercial properties, and producing a printed bike map that has proven popular with residents.

Grants

The Department secured several important grants, including a \$200,000 Vermont Downtown Transportation Fund award for the Amtrak Station project and a \$30,000 Municipal Planning Grant for the Comprehensive Plan update. We also received a Vermont Arts Council grant for a design project for a mural at the fire station (full credit to Planning Commission chair Elijah Massey who is leading this initiative).

Project Implementation

In terms of implementation, we began preliminary design and public engagement for the Amtrak Station multimodal improvements in partnership with Michael Baker International. We also advanced a scaled-down version of the Main Street Park project in line with Council's guidance to minimize the local match while using available state funds.

Development Review

Our development review workload has included the Tractor Supply application for the former Big Lots location, permitting for a fire training facility at the Champlain Valley Exposition, and approval of three new apartment units at 34 Park Street. We also issued Certificates of Occupancy for new apartments at Autumn Pond and Riverside by the Village, as well as the new hotel at 97 Pearl Street.

Public Engagement

Public engagement has been particularly active this summer. In addition to traditional meetings, we produced two *Junction City News* segments and held outreach events at the July 4th celebrations, National Night Out, at Maple Street Park, and at the Rotary Club. We also held two ice-cream social style events at two apartment complexes along Pearl Street to expand our reach to renters who are often missed by conventional engagement.

Enforcement

On the enforcement side, we improved our construction monitoring processes to limit the need for sidewalk closures and to ensure compliance with all aspects of the Land Development Code, partnered with the Health Officer to address a rat infestation near City Center, and resolved several longstanding junk accumulation cases, including one in the Railroad Avenue alley that involved complex property boundaries. We also continued enforcement litigation related to cannabis cultivation and ducks at 8 Taft Street.

Regional Coordination

Over the past six months, the Department has been deeply involved in regional planning work. Staff have actively participated in the Chittenden County Regional Planning Commission's Planning Advisory Committee and Transportation Advisory Committee, helping to shape the regional housing targets, the draft Future Land Use Map, and the Regional Transportation Safety Action Plan, which will be finalized soon.

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

Land Use Planning

In the coming months, we will complete the *Connect the Junction* project and then work to enact the associated zoning code amendments, including exploring a transition to a form-based code. The Comprehensive Plan update process will also be launched. In addition, we are participating in a CCRPC-

led infill housing initiative with Burlington, Winooski, and South Burlington, which will build on recent zoning reforms. We have also applied for support through the *Homes for All* Phase 3 program.

Transportation Planning

Transportation planning will remain a priority. We expect to finalize the Pearl Street Road Diet scoping study and may issue an RFP for final design. We will also begin a new scoping process for a pedestrian crossing on Pearl Street between West Street Extension and the Champlain Valley Exposition, addressing a long-standing gap in crossing opportunities. The revised Traffic Calming Policy will be finalized and presented to Council for adoption.

If capacity allows, we also hope to advance two additional initiatives: restriping part of Park Street to complete a north–south cycling connection and designing a wayfinding system for the northeast part of the City, where a strong but underutilized network of bike-friendly routes already exists.

Project Implementation

We will continue advancing the Amtrak Station improvements and the Main Street Park project. In addition, we will work to advance the Mural project.

Development Review

While overall development activity has remained below the level needed to meet housing targets, we anticipate receiving at least one significant new proposal in the City Center in the coming months.

Enforcement

Enforcement efforts will continue, with a focus on ensuring compliance and strengthening monitoring across all active sites.

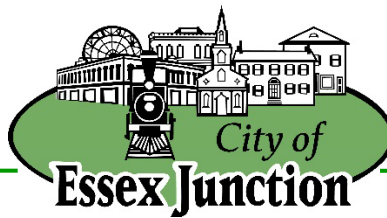
Regional Coordination

Looking forward, we are collaborating with state and regional partners to establish Tier 1B designation across much of the City and exploring the possibility of achieving Tier 1A status. We will also assess whether the new Housing and Infrastructure Program (CHIP) could serve as a useful financing tool for Essex Junction.

Anything you think the Council should know

I would like to highlight a few capacity issues for Council’s awareness. At present, the Department is operating at or above capacity, and any extended staff absences have a significant impact on our processes. While we may be able to achieve modest efficiencies through process improvements and software upgrades, the scale of those improvements will be limited.

Looking ahead, if the Council is interested in establishing additional committees—such as a Housing Committee or a downtown organization—or wishes to expand zoning and ordinance enforcement, the Department will require additional staffing to support that work effectively.



MEMORANDUM

To: City Council

From: Christopher Yuen, Community Development Director

Meeting Date: Wednesday, August 24, 2025

Subject: Pearl Street Road Diet Scoping Study 2025 Updated Alternative

Issue: An updated alternative for the planned redesign of Pearl St between Susie Wilson Road and West Street Extension is now available for feedback.

Discussion:

The City of Essex Junction is working with Stantec to develop a new alternative for multimodal improvements along Pearl Street (VT Route 15), between Susie Wilson Road and West Street Extension. This updated concept builds on a 2018 scoping study conducted in partnership with the Chittenden County Regional Planning Commission (CCRPC), which proposed major upgrades to support walking, and cycling. This corridor is a vital part of the ongoing Connect the Junction Transit Oriented Development planning process.

The original 2018 plan envisioned a full reconfiguration of the roadway, including:

- Removing the existing center median
- Reducing vehicle travel lanes from four to two
- Installing buffered bike lanes
- Replacing the 5-foot concrete sidewalk with an 8-foot shared-use path

While the long-term vision remains valid, its projected cost—approximately \$4.3 million (adjusted for 2025)—presents a significant funding challenge. Projects of this scale exceed typical award amounts from programs like the VTrans Bicycle and Pedestrian Program and other state/federal sources. As a result, the City is now pursuing a near-term design that:

- Improves safety and connectivity for cyclists and pedestrians
- Minimizes disruption to existing curbs, sidewalks, and utilities
- Incorporates new crosswalks and a proposed eastbound transit stop—addressing a $\frac{3}{4}$ mile segment where eastbound Green Mountain Transit Route 2 buses currently do not serve riders due to lack of safe infrastructure

A slide deck for the proposed updated alternative is attached. The Alternatives Comparison on slide 16 demonstrates that the revised Alternative offers a significant improvement on most measures, but it should be noted that it does not include the removal of the median, which would be necessary for improved motor vehicle access between the properties on the north side of Pearl Street and the City Center.

The full 2018 study can be found here: <https://www.ccrpcvt.org/vt15-bicycle-pedestrian-study-ethan-allen-ave-west-street/>

Cost:

The updated alternative aims to deliver meaningful improvements within the next few years using existing available funding. The 2018 Preferred Alternative is estimated to cost approximately \$4.3M while the

updated Alternative is estimated at \$960,000. There is \$1.23M in capital program funds reserved for this project, available now.

Recommendation:

No action is needed currently. Following the August 7 Public Open House meeting, the Planning Commission has provided their input to the project team, which is currently refining the design and conducting additional analysis. The consultant will present final recommendations to the City Council for endorsement by the end of 2025.

Essex Pearl St Multimodal Improvements Scoping Study

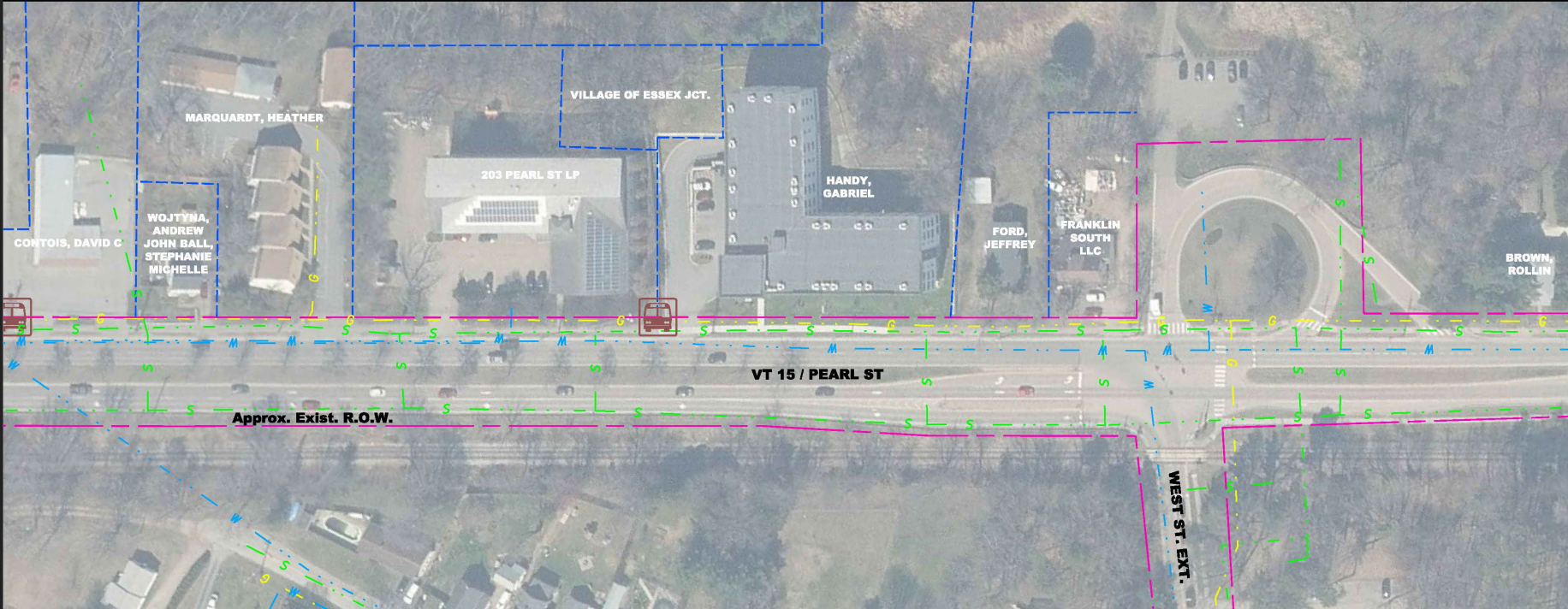
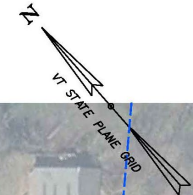
Planning Commission – 08/07/2025




Agenda

- Background – 2018 Scoping Study
- Purpose & Need
- Review Alternatives:
 - Previous 2018 Study Alternatives and Cost Estimate Updates
 - New 2025 Alternative and Cost Estimate
- Questions/Comments/Input
- Next Steps


PEARL STREET MULTIMODAL SCOPING STUDY - BASE MAP




LEGEND




TRANSIT STOP




SEWER LINE




VT GAS LINE




WATERLINE




CULVERT



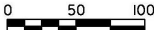
STATE RIGHT OF WAY




TOWN RIGHT OF WAY



PARCEL BOUNDARY



0 50 100
SCALE IN FEET



Stantec

Purpose & Need Statement

Current Study

Purpose:

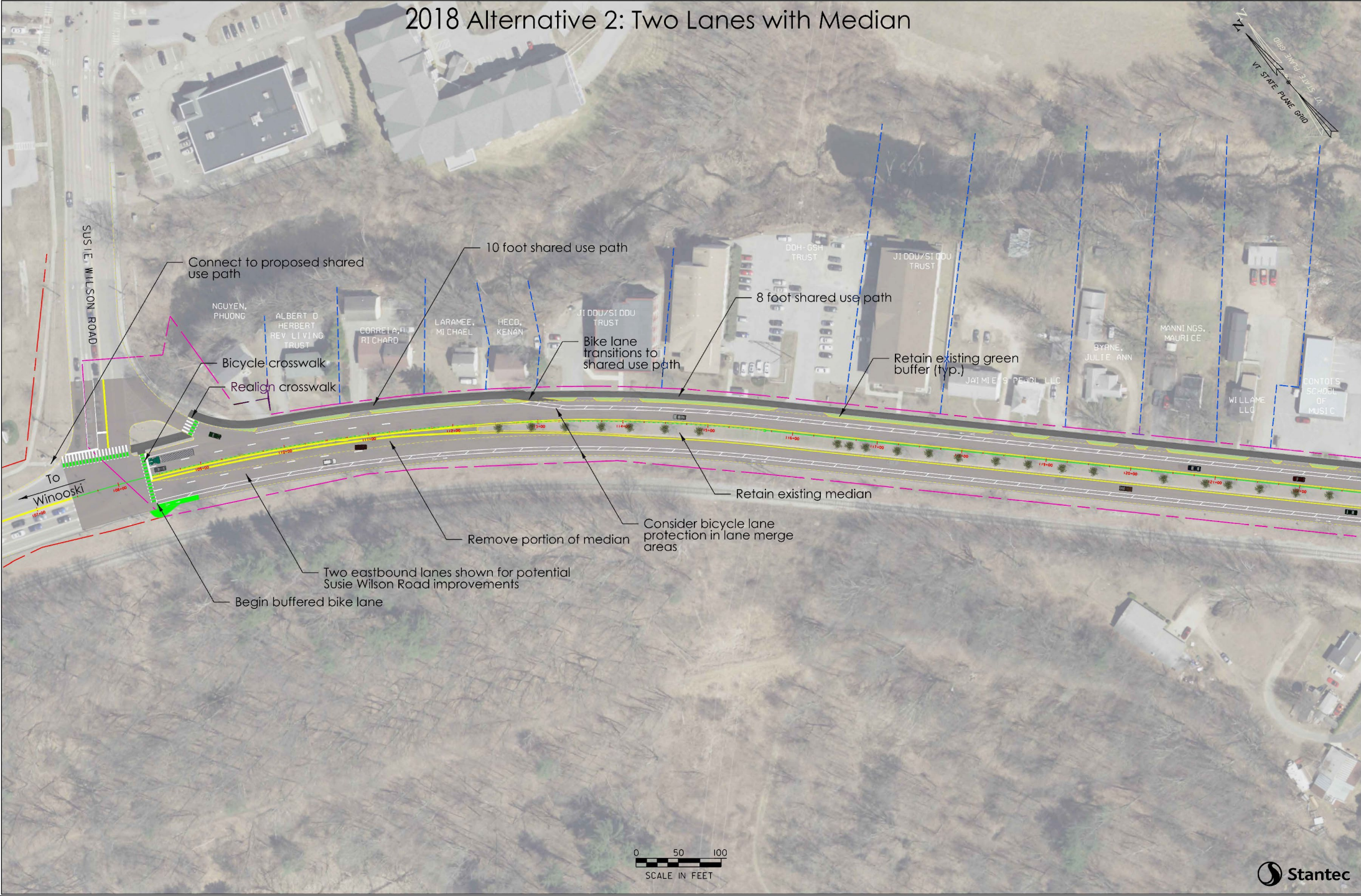
The purpose of this project is to provide safe, visible, comfortable, and convenient multimodal accommodations, including improved transit facilities, that connect existing and/or planned facilities on Pearl Street (VT Route 15) between Susie Wilson Road and West Street extension, for use by all ages, abilities, and trip purposes, while maintaining safe and efficient vehicular and pedestrian conditions on VT Route 15.

Need:

1. There is a need to complete a missing bicycle facility link in the City, Town, and regional bicycle network.
2. There is a need to provide an inviting travel corridor for a growing number of residents and bicycle commuters that reinforces the City's, Town's, and region's goals for pedestrian and bicycle mobility.
3. There is a need to identify short- and medium-term improvements that can be accomplished within the existing resources secured by the City of Essex Junction.

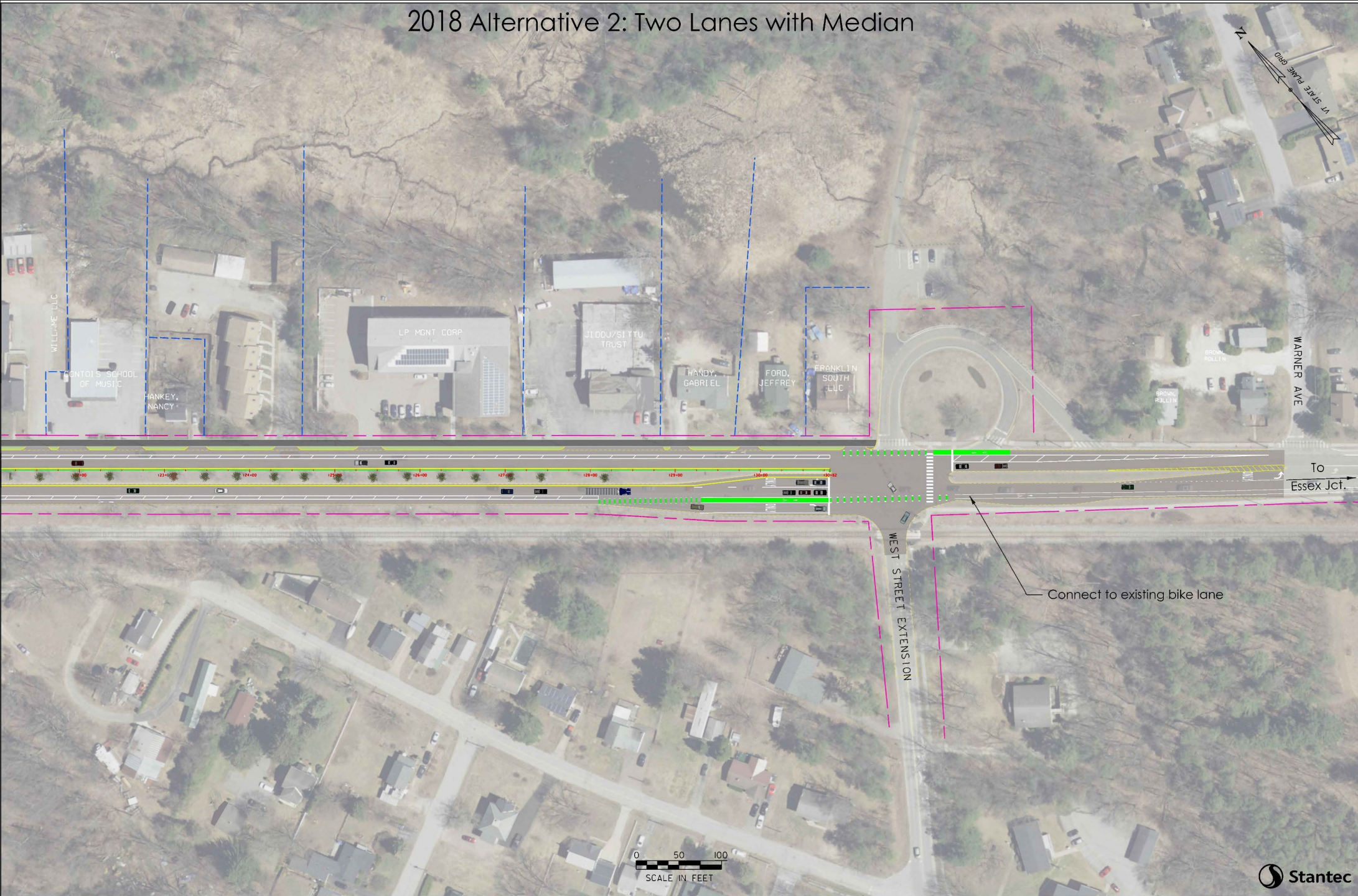
2018

2018 Alternative 2: Two Lanes with Median



2018

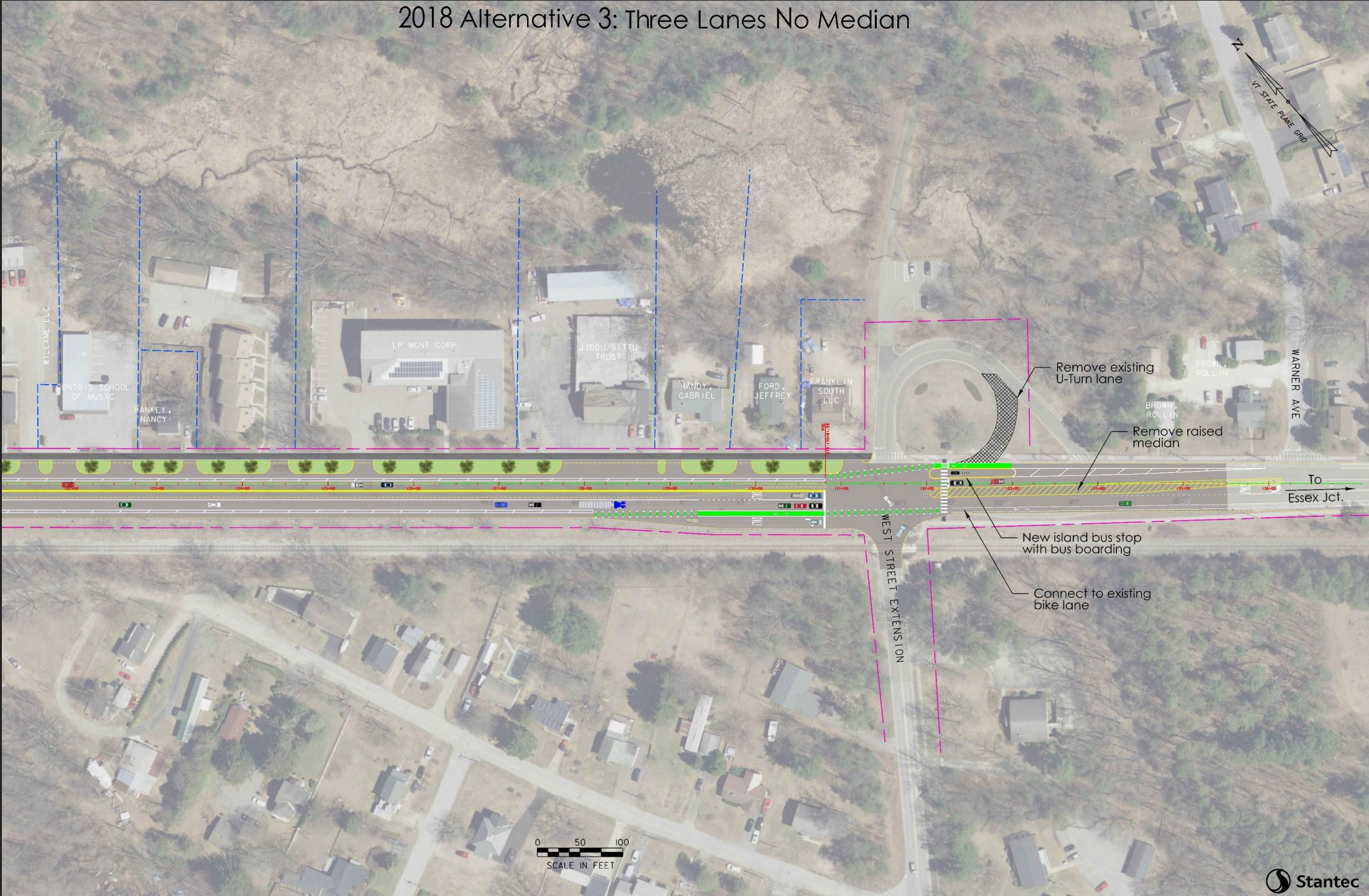
2018 Alternative 2: Two Lanes with Median





2018

2018 Alternative 3: Three Lanes No Median

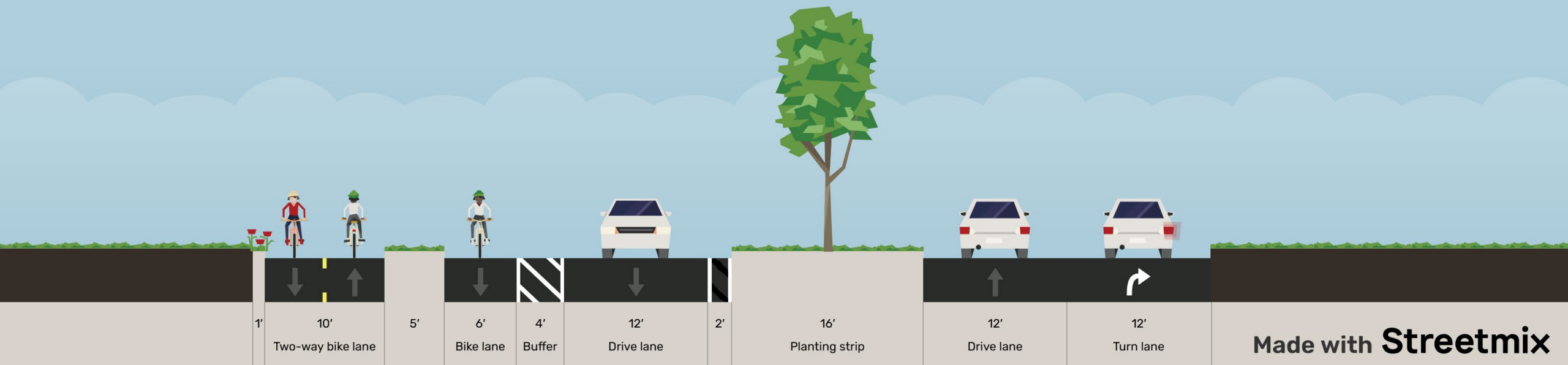
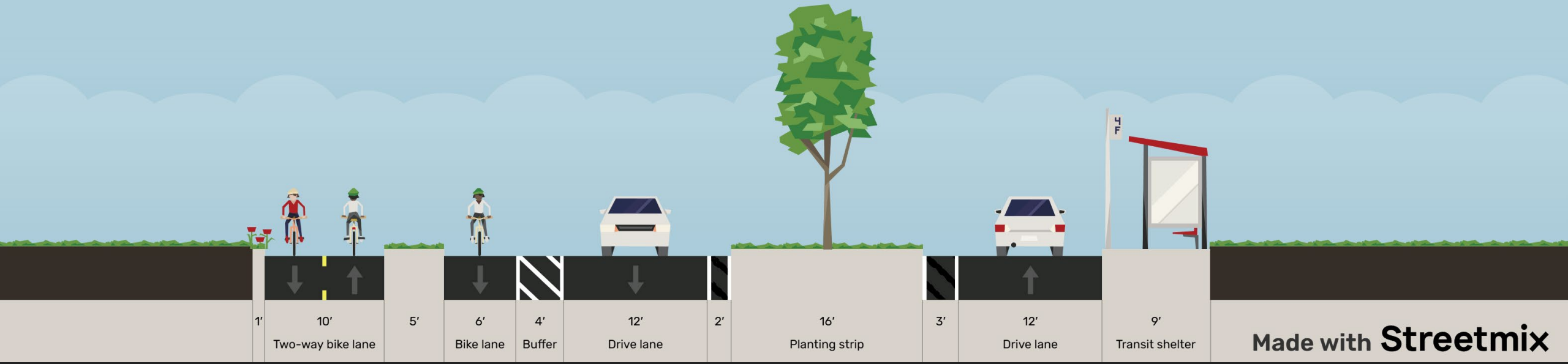


2025 Alternative 2

Existing Curbs, 10-foot Separated Shared-use Path, Transit Stop

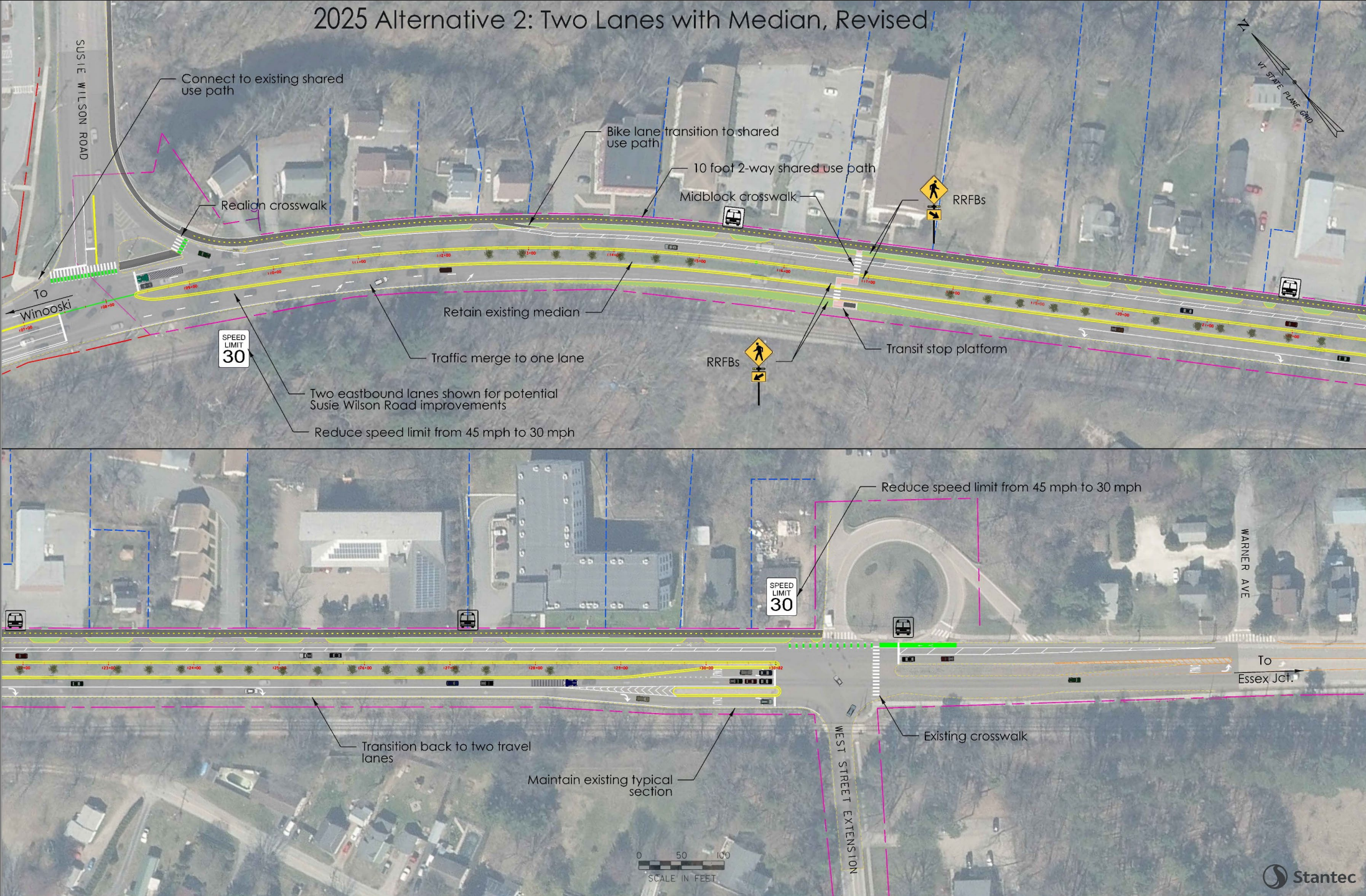
This alternative retains most of the existing median and curbs. The existing two-lane westbound roadway reduced to one lane, with a buffered bike lane, and the adjacent sidewalk is converted to a 10-foot shared-use path separated from the roadway by a 5-foot grass median. The existing two-lane eastbound roadway is primarily maintained as is, except for a narrowing to one-lane approximately mid-way through the study area to accommodate a public transit stop with a mid-block pedestrian crossing.

Typical Sections – 2025 Alternative 2



2025

2025 Alternative 2: Two Lanes with Median, Revised



Project Costs (adjusted to reflect 2025 costs)

Item	2018 Alternative 1 No Action	2018 Alternative 2 (2 lanes with Median)	2018 Alternative 3 (3 Lanes No Median)	2018 Option A (EAA to SWR Bike Lane)	2025 Alternative 2 (2 lanes with Median, Revised)
Construction Costs	\$0	\$1,450,000	\$3,400,000	\$310,000	\$760,000
Right-of-Way Costs	\$0	\$10,000	\$10,000	\$0	\$10,000
Design Engineering	\$0	\$218,000	\$510,000	\$47,000	\$114,000
Construction Engineering	\$0	\$145,000	\$340,000	\$31,000	\$76,000
TOTAL PROJECT COSTS	\$0	\$1,823,000	\$4,260,000	\$388,000	\$960,000

Cost of Median Removal Alone

Item	Median Removal
Construction Costs	\$1,450,000
Right-of-Way Costs	\$0
Design Engineering	\$218,000
Construction Engineering	\$145,000
TOTAL PROJECT COSTS	\$1,823,000

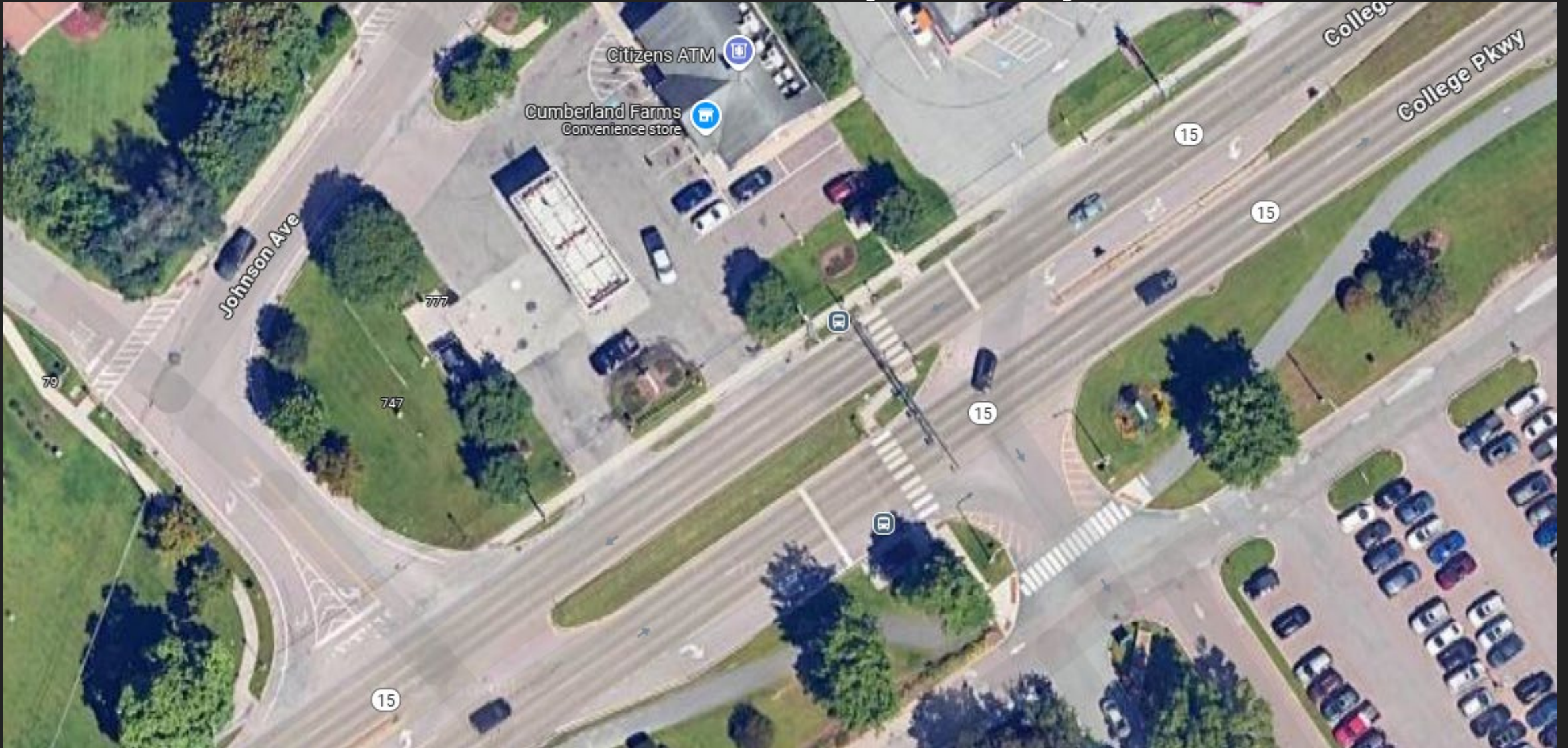
Mid-block Crossing

VTrans Criteria for Installation

- ☐ Speed limit is 40 mph or less
- ☐ 20 or more pedestrians using the crossing per hour during the highest pedestrian volume hour (elementary school age and elderly pedestrians count as 2 each)
- ☐ AADT exceeds 3,000 vehicles per day (VT Route 15 – East of Susie Wilson Road = 16,800 AADT)
- ☐ There is a sidewalk or adequate shoulder for use by pedestrians.
- ☐ There is not another crosswalk across the same roadway within 200 feet;
- ☐ A determination has been made that the pedestrian shall have the right of way over the vehicular traffic;
- ☐ There is adequate sight distance (equal to or exceeding the stopping sight distance for the posted speed) available in both directions.

Crosswalks should not be marked on 3 or 4 lane roadways with AADT greater than 9,000 vehicles per day unless other crosswalk enhancements, such as **pedestrian refuge islands, advanced yield lines, or rectangular rapid flashing beacons are included.**

Colchester RT 15 by Fanny Allen

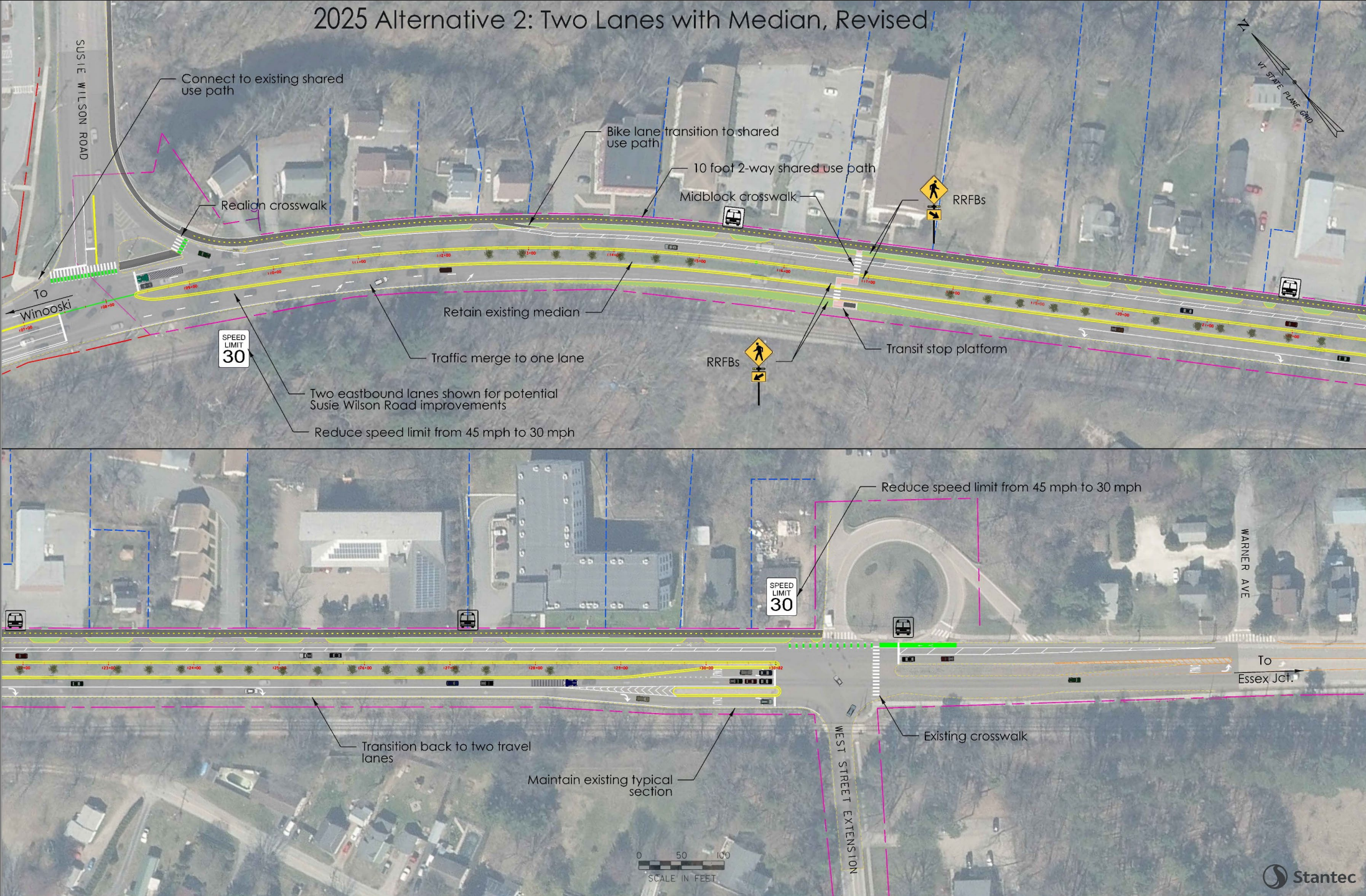


Alternatives Comparison

Item	Alternative 1 No Action	2018 Alternative 2 (2 lanes with Median)	2018 Alternative 3 (3 Lanes No Median)	2025 Alternative 2 (2 lanes with Median, Revised)
Project Costs	\$0	\$1,823,000	\$4,260,000	\$960,000
Complete Missing Bicycle Link	No	Yes	Yes	Yes
Inviting Corridor for Bike/Ped Mobility	No	Yes	Yes	Yes
Use by All Ages & Experience Levels	No	Yes	Yes	Yes
Transit Access	No Change	No Change	No Change	EB Bus Stop Added
Safety	No Improvement	Improved	Improved	Improved
Within Available Budget	Yes	No	No	Yes

Questions/
Comments/
Input

2025 Alternative 2: Two Lanes with Median, Revised



Next Steps

- Incorporate comments
- Consider additional alternative
- Complete alternatives evaluation
- Alternatives refinement
- Selection of preferred alternative
- Report and Implementation Plan

Thank you!

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Chris Yuen, City of Essex Junction
cyuen@essexjunction.org

Sean Neely, Stantec:
sneely@stantec.com

Additional Information

COSTS: 2018 Alternative 2 – Updated to 2025

Item No.	Item Description	Unit	Unit Price	Quantity	\$
201.1000	Clearing and Grubbing, Including Individual Trees and Stumps	Lump Sum	\$10,000.00	1	\$10,000.00
203.1500	Common Excavation	Cubic Yard	\$35.00	1550	\$54,250.00
203.1600	Solid Rock Excavation	Cubic Yard	\$120.00	80	\$9,600.00
210.1000	Coarse-Milling, Bituminous Pavement	Square Yard	\$4.00	19200	\$76,800.00
301.3500	Subbase of Dense Graded Crushed Stone	Cubic Yard	\$60.00	1550	\$93,000.00
406.0230	Bituminous Concrete Pavement, Type IIS, QA Tier III	Ton	\$195.00	375	\$73,125.00
406.0410	Bituminous Concrete Pavement, Type IVS, QA Tier I	Ton	\$125.00	3025	\$378,125.00
616.4100	Removal of Existing Curb	Linear Foot	\$7.00	1155	\$8,085.00
618.1500	Bituminous Concrete Sidewalk	Ton	\$235.00	250	\$58,750.00
630.1000	Uniformed Traffic Officers	Hour	\$100.00	500	\$50,000.00
630.1500	Flaggers	Hour	\$50.00	500	\$25,000.00
635.1100	Mobilization/Demobilization (Est 12%)	Lump Sum	\$128,959.49	1	\$128,959.49
641.1000	Traffic Control	Lump Sum	\$115,142.40	1	\$115,142.40
646.4030	Durable 4 Inch White Line, Epoxy Paint	Linear Foot	\$1.40	10700	\$14,980.00
646.4130	Durable 4 Inch Yellow Line, Epoxy Paint	Linear Foot	\$1.60	5300	\$8,480.00
646.4830	Durable 24 Inch Stop Bar, Epoxy Paint	Linear Foot	\$15.00	170	\$2,550.00
646.4930	Durable Letter or Symbol, Epoxy Paint	Each	\$175.00	20	\$3,500.00
646.5030	Durable Crosswalk Marking, Epoxy Paint	Linear Foot	\$30.00	130	\$3,900.00
646.9001	Colored Pavement Markings, Green	Square Foot	\$19.00	3125	\$59,375.00
900.6450	Lump Sum Project, J (ADD PED PHASE TO EX. SIGNAL SYSTEM)	Lump Sum	\$30,000.00	1	\$30,000.00
				Subtotal	\$1,203,621.89
				Contingency	20.00%
				Total	\$1,450,000.00

COSTS: 2018 Alternative 3 – Updated to 2025

Item No.	Item Description	Unit	Unit Price	Quantity	\$
201.1000	Clearing and Grubbing, Including Individual Trees and Stumps	Lump Sum	\$20,000.00	1	\$20,000.00
203.1500	Common Excavation	Cubic Yard	\$35.00	7200	\$252,000.00
203.1600	Solid Rock Excavation	Cubic Yard	\$120.00	360	\$43,200.00
210.1000	Coarse-Milling, Bituminous Pavement	Square Yard	\$5.00	14200	\$71,000.00
301.3500	Subbase of Dense Graded Crushed Stone	Cubic Yard	\$60.00	5900	\$354,000.00
406.0220	Bituminous Concrete Pavement, Type IIS, QA Tier II	Ton	\$155.00	2250	\$348,750.00
406.0410	Bituminous Concrete Pavement, Type IVS, QA Tier I	Ton	\$120.00	3450	\$414,000.00
601.2615	18 Inch CPEP(SL)	Linear Foot	\$120.00	320	\$38,400.00
604.2000	Precast Reinforced Concrete Catch Basin with Cast Iron Grate	Each	\$7,500.00	4	\$30,000.00
604.4101	Rehabilitating DIs, Catch Basins, or Manholes, Class I	Each	\$1,700.00	16	\$27,200.00
616.2100	Vertical Granite Curb	Linear Foot	\$95.00	2800	\$266,000.00
616.4100	Removal of Existing Curb	Linear Foot	\$7.00	1155	\$8,085.00
618.1500	Bituminous Concrete Sidewalk	Ton	\$235.00	275	\$64,625.00
630.1000	Uniformed Traffic Officers	Hour	\$100.00	1300	\$130,000.00
630.1500	Flaggers	Hour	\$50.00	1300	\$65,000.00
635.1100	Mobilization/Demobilization (Est. 12%)	Lump Sum	\$282,605.40	1	\$282,605.40
641.1000	Traffic Control (Est 8%)	Lump Sum	\$188,403.60	1	\$188,403.60
646.4030	Durable 4 Inch White Line, Epoxy Paint	Linear Foot	\$1.40	10700	\$14,980.00
646.4130	Durable 4 Inch Yellow Line, Epoxy Paint	Linear Foot	\$1.60	5300	\$8,480.00
646.4830	Durable 24 Inch Stop Bar, Epoxy Paint	Linear Foot	\$15.00	170	\$2,550.00
646.4930	Durable Letter or Symbol, Epoxy Paint	Each	\$175.00	20	\$3,500.00
646.5030	Durable Crosswalk Marking, Epoxy Paint	Linear Foot	\$30.00	130	\$3,900.00
646.9001	Colored Pavement Markings, Green	Square Foot	\$19.00	3125	\$59,375.00
900.6450	Lump Sum Project, . (STORMWATER TREATMENT)	Lump Sum	\$50,000.00	1	\$50,000.00
900.6450	Lump Sum Project, . (LANDSCAPING)	Lump Sum	\$50,000.00	1	\$50,000.00
900.6450	Lump Sum Project, . (ADD PED PHASE TO EX. SIGNAL SYSTEM)	Lump Sum	\$30,000.00	1	\$30,000.00
				Subtotal	\$2,826,054.00
				Contingency	20.00%
				Total	\$3,400,000.00

COSTS: 2025 Alternative 2

Item No.	Item Description	Unit	Unit Price	Quantity	\$
201.1000	Clearing and Grubbing, Including Individual Trees and Stumps	Lump Sum	\$10,000.00	1	\$10,000.00
203.1500	Common Excavation	Cubic Yard	\$35.00	1700	\$59,500.00
203.1600	Solid Rock Excavation	Cubic Yard	\$120.00	90	\$10,800.00
210.1000	Coarse-Milling, Bituminous Pavement	Square Yard	\$4.00	600	\$2,400.00
301.3500	Subbase of Dense Graded Crushed Stone	Cubic Yard	\$60.00	1200	\$72,000.00
406.0230	Bituminous Concrete Pavement, Type IIS, QA Tier III	Ton	\$195.00	0	\$0.00
	Pedestrian Scale Street Lights	Each	\$10,000.00	5	\$50,000.00
616.4100	Removal of Existing Curb	Linear Foot	\$7.00	1155	\$8,085.00
616.2100	Vertical Granite Curb	Linear Foot	\$100.00	700	\$70,000.00
618.1005	Portland Cement Concrete Sidewalk, 5 Inch	Square Yard	\$115.00	60	\$6,900.00
618.1500	Bituminous Concrete Sidewalk	Ton	\$200.00	350	\$70,000.00
630.1000	Uniformed Traffic Officers	Hour	\$100.00	400	\$40,000.00
630.1500	Flaggers	Hour	\$50.00	1000	\$50,000.00
635.1100	Mobilization/Demobilization (Est 12%)	Lump Sum	\$63,148.44	1	\$63,148.44
641.1000	Traffic Control	Lump Sum	\$50,000.00	1	\$50,000.00
646.4030	Durable 4 Inch White Line, Epoxy Paint	Linear Foot	\$1.40	4280	\$5,992.00
646.4130	Durable 4 Inch Yellow Line, Epoxy Paint	Linear Foot	\$1.60	3100	\$4,960.00
646.4830	Durable 24 Inch Stop Bar, Epoxy Paint	Linear Foot	\$15.00	60	\$900.00
646.4930	Durable Letter or Symbol, Epoxy Paint	Each	\$175.00	60	\$10,500.00
646.5030	Durable Crosswalk Marking, Epoxy Paint	Linear Foot	\$30.00	140	\$4,200.00
646.9001	Colored Pavement Markings, Green	Square Foot	\$19.00	0	\$0.00
900.6450	Lump Sum Project, J1 (ADD PED PHASE TO EX. SIGNAL SYSTEM)	Lump Sum	\$30,000.00	0	\$0.00
678.2020003	RRFB, Solar-Powered, Single Sided	Each	\$10,000.00	4	\$40,000.00
				Subtotal	\$629,385.44
				Contingency	20.00%
				Total	\$760,000.00

COSTS: Median Removal (Construction Only)

Item Description							Unit	Unit Price	Quantity	\$
Clearing and Grubbing, Including Individual Trees and Stumps							Lump Sum	\$15,000.00	1	\$15,000.00
Common Excavation							Cubic Yard	\$30.00	4500	\$135,000.00
Solid Rock Excavation							Cubic Yard	\$120.00	50	\$6,000.00
Subbase of Dense Graded Crushed Stone							Cubic Yard	\$60.00	3600	\$216,000.00
Bituminous Concrete Pavement, Type IIS, QA Tier II							Ton	\$155.00	1575	\$244,125.00
Bituminous Concrete Pavement, Type IVS, QA Tier III							Ton	\$175.00	950	\$166,250.00
18 Inch CPEP(SL)							Linear Foot	\$110.00	320	\$35,200.00
Precast Reinforced Concrete Catch Basin with Cast Iron Grate							Each	\$7,500.00	4	\$30,000.00
Rehabilitating DIs, Catch Basins, or Manholes, Class I							Each	\$1,700.00	16	\$27,200.00
Removal of Existing Curb							Linear Foot	\$7.00	1155	\$8,085.00
Uniformed Traffic Officers							Hour	\$100.00	200	\$20,000.00
Flaggers							Hour	\$50.00	1000	\$50,000.00
Mobilization/Demobilization (Est. 12%)							Lump Sum	\$123,193.20	1	\$123,193.20
Traffic Control, All-Inclusive (Est 10%)							Lump Sum	\$102,661.00	1	\$102,661.00
Durable 4 Inch White Line, Epoxy Paint							Linear Foot	\$1.40	9200	\$12,880.00
Durable 4 Inch Yellow Line, Epoxy Paint							Linear Foot	\$1.60	5200	\$8,320.00
Durable 24 Inch Stop Bar, Epoxy Paint							Linear Foot	\$15.00	170	\$2,550.00
Lump Sum Project, J1 (STORMWATER TREATMENT)							Lump Sum	\$50,000.00	1	\$50,000.00
									Subtotal	\$1,252,464.20
									Contingency	15.00%
									Total	\$1,450,000.00

Purpose & Need Statement

Previous Study

Purpose:

The purpose of this project is to provide a safe, visible, comfortable, convenient, and direct bicycle facility connecting existing and/or planned facilities on VT Route 15 between (Ethan Allen Avenue) Susie Wilson Road and West Street extension, for bicyclists of various ages and abilities, while maintaining safe and efficient vehicular and pedestrian conditions on VT Route 15.

Need:

1. Complete a missing bicycle facility link in the town, village, and regional bicycle network.
2. Provide an inviting travel corridor for a growing number of residents and bicycle commuters that reinforces the Town's, Village's and Region's goals for pedestrian and bicycle mobility.
3. Facilitate use by all age groups, experience levels, and trip purposes.

Purpose & Need Statement

Previous Study

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Need:

1. Complete a missing bicycle facility link in the town, village, and regional bicycle network.

- VT Route 15 is an important regional transportation corridor that was reconstructed in the 1960's as a median divided highway with four (4) 12-foot lanes. It has long been recognized that this area of VT Route 15 lacks bicycle facilities and while some improvements have been constructed, gaps remain. East of the study area bicycle lanes exist along VT Route 15 from West Street Extension to the Five Corners intersection and beyond. West of the study area a shared use path from Lime Kiln Road to Susie Wilson Road has been designed and construction is expected in 2022. This leaves a missing link in the bicycle network from Susie Wilson Road to West Street extension.

2. Provide an inviting travel corridor for a growing number of residents and bicycle commuters that reinforces the Town's, Village's and Region's goals for pedestrian and bicycle mobility.

- Land use and zoning changes in the project area have introduced a greater need to connect corridor residents to surrounding destinations. The 2016 Essex Town Plan states the following specific transportation policy: "Multiple modes of transportation that connect residents to schools, workplaces, shopping centers and recreational areas shall be supported." The 2014 Village Comprehensive Plan objectives include: continuing to increase the number of sidewalks and other facilities to support bike and pedestrian travel, making it easier for residents to visit downtown businesses; provide well-marked bike and pedestrian lanes, to encourage safety by allowing residents to comfortably and securely navigate the community; and promote and implement strategies to encourage the use of bicycles as alternate transportation modes.

3. Facilitate use by all age groups, experience levels, and trip purposes.

- The current facility – VT Route 15 roadway and existing sidewalk - is challenging for all bicycle users, including the most experienced and confident cyclists. The existing roadway is posted at 45 mph and has 4 lanes, 12-feet wide, and no shoulders for much of the corridor. This discourages would-be commuters and recreational cyclists needing to travel along VT Route 15. This connection would provide access to schools, shopping centers, and workplaces and therefore it is expected to be used by a wide range of ages and abilities.

Purpose & Need Statement

Current Study

Purpose: The purpose of this project is to provide safe, visible, comfortable, and convenient multimodal accommodations, including improved transit facilities, that connect existing and/or planned facilities on Pearl Street (VT Route 15) between Susie Wilson Road and West Street extension, for use by all ages, abilities, and trip purposes, while maintaining safe and efficient vehicular and pedestrian conditions on VT Route 15.

Need:

1. There is a need to complete a missing bicycle facility link in the City, Town, and regional bicycle network.

- VT Route 15 is an important regional transportation corridor that was reconstructed in the 1960's as a median divided highway with four (4) 12-foot lanes. A shared use path runs from Lime Kiln Road and ends at Susie Wilson Road. On-street bike lanes run from West Street Extension towards Five Corners. This leaves a missing link in the bicycle network from Susie Wilson Road to West Street extension.
- The City of Essex Junction Community and Strategic Action Plan (2024) identifies the need to "Develop a citywide multimodal transportation plan." The public input identified in the plan indicates a demand for safe bicycle facilities and specifically calls out the need for bicycle facilities on VT 15.
- The Essex Town Plan (2024) identifies the need to "Transition from an auto-centric focus to a multi-modal focus that increases attention and investment in walking, biking, and transit use." It also identifies that "multiple modes of transportation that connect residents to schools, workplaces, shopping centers and recreational areas shall be supported."

2. There is a need to provide an inviting travel corridor for a growing number of residents and bicycle commuters that reinforces the City's, Town's, and region's goals for pedestrian and bicycle mobility.

- There continues to be residential and commercial growth in the project area [cite plan/study]. There are no existing dedicated bicycle facilities within the project area. Bicyclists and pedestrians of all ages and abilities currently share a sidewalk that was not designed for this shared use. The Chittenden County Regional Active Transportation Plan (2022) identifies this segment of the Pearl Street corridor as a medium priority for making improvements to the countywide bicycle network. Due to its roadway characteristics, the regional plan also identifies this segment of Pearl Street as a high traffic stress segment.
- The City of Essex Junction Community and Strategic Action Plan (2024) indicates the need to enhance transportation safety. The plan states, "To create a walkable and bikeable community will require a focus on safety."
- The Essex Town Plan (2024) identifies a goal to "develop and implement a Safe System Approach to more effectively address traffic safety issues." Public input from the 2018 scoping study indicates that the public expressed concerns about safety for bicyclists and pedestrians in this area. The public preferred the idea of providing off-road bicycle facilities such as a shared use path versus providing on-road bicycle lanes. The public also identified the need to improve safety for the crosswalk at the Susie Wilson Road intersection.

3. There is a need to identify short- and medium-term improvements that can be accomplished within the existing resources secured by the City of Essex Junction.

- The City has funds available for the design and construction of improvements. If additional funding is available, potential add-on improvements could be included.

Existing Conditions

Traffic Operations

		2017 Existing		
	Peak Hour	LOS ¹	Delay ²	V/C ³
<u>Signalized Intersections</u>				
VT Route 15 / Susie Wilson Rd				
	AM	C	27.0	0.76
	PM	D	44.0	0.87
VT Route 15 / West Street Ext				
	AM	A	9.6	0.48
	PM	B	14.9	0.79

2025 Existing		
LOS ¹	Delay ²	V/C ³
C	32.2	0.68
D	37.4	0.81
B	14.5	0.72
C	23.2	0.90

**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING AGENDA OPEN FORUM
MINUTES OF MEETING
September 10, 2025**

COUNCILORS PRESENT: Amber Thibeault, President; Marcus Certa, Vice President; Tim Miller, Clerk; Elaine Haney; Brian Shelden.

ADMINISTRATION: Regina Mahony, City Manager; Ashley Snellenberger, Director of Communications & Strategic Initiatives.

OTHERS PRESENT: Bethany Clark, John O'Brien, Resa.

1. CALL TO ORDER

City Council President Thibeault 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

None.

5. BUSINESS ITEMS

a. Bike Walk Advisory Committee Brief

John O'Brien, Chair of the Bike Walk Advisory Committee, spoke on this agenda item. He spoke about highlights over the last year, including recruiting new members to the committee that have families and bring that family focus and perspective to the committee. He spoke about several projects the committee worked on over the last year. These include a successful procurement for an RRFB purchase at Athens & Main intersection, fielding a bike parking survey last fall to members of the community to catalogue existing bike parking sites and recommending sites that do not currently have accommodations, using the findings from that survey to install bike parking units in a number of areas in the community, collaborating with the UVM engineering department to assist with capstone projects (which this year considered redesign of the Park Street corridor to reimagine what it could look like with better accommodations), revisiting the 2014 Bike and Pedestrian Plan to assess progress made since then, monitoring CCRPC regional safety data to glean that the City has lower incidents of injuries for bikes and pedestrians, reviewing the existing sidewalk policy, which helped inform work on Main Street Project, conducting traffic counts of the Memorial Lane slip lane and assessing the feasibility of removing that slip lane in the future, collecting feedback on bike and walking routes to inform mapping, participating with the Town of Essex Plan for shared use path design, holding a joint meeting with the Williston Bike/Walk Advocacy Group and conducted Bike/Walk audits around the community in conjunction with Local Motion, keeping up to date on the Connect the Junction draft plans, and reviewing the Pearl Street multimodal improvement scoping study. He noted that the Committee also wrapped up several longer projects, including traffic calming consideration on Lincoln Terrace, completing the re-application for Bike Friendly Community Designation, and publishing the City's first bike map, which is available at the Library or City offices. He spoke about other ongoing projects, including installing wayfinding signage to focus on eastern corridor of City. He advocated for the Bike Walk Advisory Group for taking more of a role in the development of the City's new Traffic Calming Policy.

Councilor Certa spoke about the bike map, noting the low-traffic bike routes, and asked the Committee to think about how people get around the community, such as using the low-traffic routes for more bikes, and asked whether there is a way to steer cyclists toward those. Mr. O'Brien said they could try and increase the traffic on these roads by increasing green striping and making them safer and more likely to become heavily

trafficked by bicycles. He said that making low-traffic routes more visible could help improve the safety of cyclists. Councilor Certa asked if green striping is effective in helping improve bicycle safety and visibility. Mr. O'Brien said the green striping won't immediately change how vehicles drive on routes, but the data shows that murals, street art, and other things like that force people to slow down. Councilor Sheldon asked whether these strategies have helped cycling commuters. City Manager Mahony (a cycling commuter) noted that the green striping gives her comfort as a cyclist and said that a separated bike path is a best practice in terms of connecting the City for cycling commuters but acknowledged that the City does not have the space to accommodate that everywhere. Councilor Miller acknowledged that green striping is pricy and spoke about several low-cost alternatives (such as signage) that could be used in addition to striping.

b. Discussion and Consideration of Annual Meeting and Budget Schedule

Director Snellenberger spoke to this item initially, saying that the City Council needs to discuss and consider when to hold the City's Annual Meeting, as well as discuss when to hold Budget Day and the annual Community Meal/Budget Discussion. She noted that the City's charter requires the City Council to set the date of the next annual meeting prior to January 1, and that it could choose to hold its annual meeting in tandem with the School District's annual meeting (on April 7th) or move its annual meeting day to Town Meeting Day. Councilors discussed the timing of the Annual Meeting. Councilors agreed that the April 7th date works for this year but expressed a desire to hold future annual meetings on Town Meeting Day, and to engage with the School District on having them do the same. Councilors discussed the timing for Budget Day and decided that December 5th works well for Budget Day. Councilors decided to hold the Community Meal/Budget Presentation on a Saturday, like in prior years, and holding it in the middle of the day is helpful. They then discussed the format of the Community Meal/Budget Presentation, saying that one suggested change is to have the presentation in a small-group format for part of the meeting, to try and increase community engagement. They discussed how to accommodate a Zoom component with a small-group format and potentially having a Zoom-specific breakout group.

Councilor Miller made a motion, seconded by Councilor Sheldon, that the City Council set the Essex Junction Annual Meeting for Tuesday, April 7, 2026, from 7:00 A.M. to 7:00 P.M. The motion passed 5-0.

Councilor Miller made a motion, seconded by Councilor Sheldon, that the City Council move the regularly scheduled January 14th meeting to January 21st to enable the proper warning of potential charter changes. The motion passed 5-0.

c. Discussion on Future Committees

Councilor Certa said that this item is borne out of discussion with the Council, staff, and community, through community engagement opportunities and the Strategic Planning meeting, about creating committees to drive some of the priority area topics (such as housing initiatives and economic development). He said that committees are a great forum for bringing City staff, Councilors, community members, and business-owners/developers together to engage and move these initiatives forward. Councilor Haney spoke about past work to determine what committees are working on what initiatives, what committees could be folded into other committees, and what committees could be created. City Manager Mahony noted that the Planning Commission is working on updates to the Comprehensive Plan, and that because the content of that work covers many of the topics identified in this discussion, there could be a process by which the City creates sub-committees of the Planning Commission to work through content and prioritization of those topic areas for the Comprehensive Plan. She said that this could be a way through which the City engages in these topics in more depth. She said that these subcommittees could be temporary but could also be longer-term if the need is there. Councilor Haney expressed concern about losing momentum in the future, given that the community is energized right now and ready to take action. Councilor Sheldon asked whether a subcommittee could be piloted, given that it will take staff capacity to form these. City Manager Mahony noted the creation of the ICMA Economic Mobility and Opportunity (EMO) Special Assistants Program, which will create some capacity and will be a shared resource with three other communities. Councilor Miller expressed concern about lack of staff capacity and respecting existing staff workloads. City Council President Thibeault

reminded Councilors that the City tried to form a Housing Committee in the past but was unable to solicit enough volunteers to form a full committee, and that the Planning Commission has been focused on many of the housing-related topics. She also spoke about how many of the most successful committees are not City committees but are more grassroots in nature. Councilor Haney pointed out that many committee proposals could eventually involve City resources, so it is important to ensure that there is City involvement. Councilor Certa asked whether the City could have a role in kicking off a committee and letting volunteers take charge and run it. He said that if the community wants the City to take action on initiatives more swiftly, the City will need to find a way to come up with more capacity to do so. City Manager Mahony spoke about the strategic planning process and that the City has a systematic approach in place now to think about how to prioritize these various initiatives, but that there is not capacity to do more than what is in the strategic plan.

The following public comments were received:

- Resa spoke about her engagement with the City Council at its meetings, saying that she has tried to educate her fellow community members to get involved if they have input on the City's strategic initiatives or the budget. She said that she will often tell other residents that they need to be involved early and often, not just when they receive their tax bill for the year. She also noted that residents may not understand the City Council's processes, which could also make engagement difficult and not accessible.

City Council President Thibeault and Councilor Certa both urged residents to reach out to Councilors whenever and however they can, if they have thoughts. Councilor Certa emphasized the Council's work to be as accessible to the community as possible.

d. Discussion and Consideration of Vermont League of Cities and Towns Annual Meeting Voting Delegate
City Manager Mahony noted that the City Council needs to select a delegate to participate in the VLCT Annual Meeting, which will be held virtually on October 7, 2025 from 3:00 to 5:00 P.M. Councilor Certa volunteered to be the delegate for the VLCT Annual Meeting.

Councilor Miller made a motion, seconded by Councilor Haney, that the City Council approve Marcus Certa as the voting delegate for VLCT, PACIF, and VERB. The motion passed 5-0.

e. *Discussion and Consideration of an Executive Session to Discuss Attorney Client Communication and Litigation

6. CONSENT ITEMS

- Approve Meeting Minutes: August 27, 2025
- Acting as the Liquor Control Commission – Approve Liquor/Tobacco Licenses
- Authorize City Manager to Implement the ICMA Economic Mobility and Opportunity (EMO) Special Assistants Program
- Approval of Teen Center/Essex CHIPS Lease for 2 Lincoln

Councilor Haney made a motion, seconded by Councilor Shelden, to approve the consent agenda. The motion passed 5-0.

7. **COUNCILOR COMMENTS & CITY MANAGER REPORT:** City Manager Mahony noted that the 2 Lincoln Street building has been reopened for business and that there will be a ribbon-cutting ceremony for the building on Friday, September 26, 2025 at 10:00 A.M, and that there will be tours after that. She said that they will also host tours on the following Saturday afternoon. She noted that there will be City-hosted events on Main Street on September 20, September 27, October 4, and October 11 from 4:00 to 7:00 P.M.

8. READING FILE

- a. Check Warrant #24085, September 25, 2025
- b. August Financials
- c. Regional Boards and Committees Memo
- d. Development Review Board Minutes – August 21, 2025
- e. Police Community Advisory Board Minutes – August 19, 2025
- f. Governance Committee Minutes – August 28, 2025

9. **EXECUTIVE SESSION**

a. *An Executive Session may be needed to discuss Attorney Client Communication and Litigation
Councilor Certa made a motion, seconded by Councilor Miller, that the City Council make the specific finding that premature disclosure of the confidential attorney-client communications regarding a probable litigation would place the city at a substantial disadvantage. The motion passed 5-0.

Councilor Certa made a motion, seconded by Councilor Miller, that the City Council enter into executive session to discuss confidential attorney-client communications regarding probable litigation, pursuant to 1 V.S.A. § 313(a)(1)(E) and 1 V.S.A. § 313(a)(1)(F) to include the City Council and City Manager. The motion passed 5-0 at 8:13 P.M.

Councilor Haney made a motion, seconded by Councilor Miller, to exit executive session. The motion passed 5-0 at 8:42 P.M.

10. **ADJOURN**

Councilor Haney made a motion, seconded by Councilor Miller, to adjourn the meeting. The motion passed 5-0 at 8:42 P.M.

Respectfully Submitted,
Amy Coonradt



Memo

To: Essex Junction City Council
From: Joanne Pfaff, Administrative Assistant
Meeting Date: September 24, 2025
Agenda Item: Approve Janitorial Service Provider Selection

Issue: The City of Essex Junction has selected a janitorial services provider for its municipal facilities.

Discussion: On July 7, 2025, the City issued a Request for Proposals (RFP) for Janitorial Services for seven of its municipal facilities located at 2 Lincoln Street (Main City Offices), 6 Lincoln Street (Brownell Library), 35 Cascade Street (Water Resource Recovery Facility - 2 buildings), 21 Park Street (Preschool), and 71 and 75 Maple Street (Maple Street Park).

A total of five proposals were received and evaluated based on the criteria outlined in the RFP. The proposals were evaluated by Library Director Wendy Hysko, Water Quality Superintendent Chelsea Mandigo, Administrative Assistant Joanne Pfaff, EJRP Grounds and Facilities Director Matthew Smith, and City Manager Regina Mahony.

The top two proposals scored were within one point of each other. Reference checks were conducted for both providers. We contacted all listed references and asked questions regarding the quality and consistency of cleaning services, any noticeable decline in service over time, staff turnover, and any concerns experienced by the clients.

Following a thorough review and discussion among the reviewers on September 8, 2025, JaniTech is recommended for approval by the City Council for janitorial services for the City.

Cost: JaniTech submitted a proposal totaling \$119,327, which is within the City's overall budget for janitorial services. Additionally, their proposed annual costs for each facility are within the overall General Fund (Brownell is over budget; and 2 Lincoln is under budget but this will even out), associated Enterprise and Program fund budget allocations.

Recommendation: It is recommended that the City Council authorize the City Manager to move forward with a contract with JaniTech.

Recommended Motion: "I move that the City Council authorize the City Manager to initiate and execute a contract for janitorial services with JaniTech."

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS 9820	08/08/25	Fix a flat 552522020531	210-5-40-12-610.000 General Supplies	14.18	56569	09/19/25
05290	ADVANCE AUTO PARTS 9820	08/28/25	Glass clearner 552524021233	210-5-40-12-610.000 General Supplies	77.88	56569	09/19/25
05290	ADVANCE AUTO PARTS 9820	08/29/25	Brake cleaner 552524121272	210-5-40-12-610.000 General Supplies	45.00	56569	09/19/25
05290	ADVANCE AUTO PARTS 9820	08/29/25	Hose for training 552524121284	210-5-40-12-610.000 General Supplies	27.36	56569	09/19/25
05290	ADVANCE AUTO PARTS 9820	08/29/25	Degreaser and car wash an 552524143421	210-5-40-12-610.000 General Supplies	44.57	56569	09/19/25
05290	ADVANCE AUTO PARTS 9820	08/29/25	Simple green 552524143422	210-5-40-12-610.000 General Supplies	20.99	56569	09/19/25
05290	ADVANCE AUTO PARTS 9820	09/03/25	Hydraulic fitting 552524652711	210-5-40-12-610.000 General Supplies	41.76	56569	09/19/25
05290	ADVANCE AUTO PARTS 9820	09/03/25	Brush and max wash 552524652732	210-5-40-12-610.000 General Supplies	31.93	56569	09/19/25
05290	ADVANCE AUTO PARTS 9820	09/04/25	Hydraulic Fitting 552524752744	210-5-40-12-610.000 General Supplies	20.52	56569	09/19/25
07305	AIRGAS USA LLC	09/02/25	O Rings for Oxygen Tanks 9164515757	210-5-25-10-613.000 Program Supplies	12.50	56572	09/19/25
07305	AIRGAS USA LLC	09/09/25	Shield and cap 9164734783	210-5-40-12-610.000 General Supplies	70.70	56572	09/19/25
28555	ALLEGIANCE TRUCKS	08/19/25	Parts for Window Repair X201164834:0	210-5-25-10-430.000 R&M Vehicles & Equipment	144.77	56574	09/19/25
80184	AMAZON BUSINESS SERVICES	09/01/25	BL JFnd RepairCafe AUG25 117TDPXHLKYR	210-5-90-00-991.000 Library Donation Expense	27.46	56576	09/19/25
80184	AMAZON BUSINESS SERVICES	08/30/25	BL JFndnRepairCafe AUG25 1DH1HJ44W93C	210-5-90-00-991.000 Library Donation Expense	182.46	56576	09/19/25
80184	AMAZON BUSINESS SERVICES	09/01/25	BL CProgs SEP25 1TJ4CTC7MF3N	210-5-35-10-840.202 Childrens Programs	34.19	56576	09/19/25
19815	AMAZON CAPITAL SERVICES	09/02/25	Senior Supplies 11VV4FWW3R3G	210-5-30-10-610.000 General Supplies	8.41	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	08/29/25	Office Supplies 11WCHP7PLNYR	210-5-30-10-610.000 General Supplies	209.97	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	08/28/25	Office Supplies 179MWLCD44FT	210-5-30-10-610.000 General Supplies	3.16	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/02/25	Seniors Supplies 1LTN7KLW3TWQ	210-5-30-10-610.000 General Supplies	30.99	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/02/25	Seniors Supplies 1YMNNFRW3VK9	210-5-30-10-610.000 General Supplies	71.48	56577	09/19/25
80061	BASSICK, LINDA	09/03/25	BL JProgs-Music SEP25 0024	210-5-35-10-840.202 Childrens Programs	100.00	56581	09/19/25
00530	BRODART CO	09/10/25	BL JBooks SEP25 B7057108	210-5-35-10-610.000 General Supplies	17.00	56587	09/19/25
00530	BRODART CO	09/10/25	BL JBooks SEP25 B7057108	210-5-35-10-640.202 Juvenile Collection	106.04	56587	09/19/25
26395	CCRPC	09/03/25	Posters Comm Dev Septembe 2025 417	210-5-16-10-550.000 Printing and Binding	60.00	56590	09/19/25
26395	CCRPC	08/31/25	fY26 GIS Web Map Hosting 2025-664	210-5-16-10-330.000 Professional Services	240.00	56590	09/19/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25765	CEDAR RIDGE SPRINKLER COR	08/26/25	MSP Sprinkler Inspection 14320	210-5-30-12-330.000 Professional Services	755.82	56591	09/19/25
V04609	CENTER POINT LARGE PRINT	08/07/25	BL LP Books SEP25 2190634	210-5-90-00-991.000 Library Donation Expense	103.08	56592	09/19/25
V0461	CENTRAL BEVERAGE	09/07/25	BL Newspapers AUG25 140	210-5-35-10-640.201 Adult Collection	460.75	56593	09/19/25
80025	CINDY DELIBAC	08/18/25	Used AC Delibac Air 81825	210-5-41-22-610.000 General Supplies	400.00	56596	09/19/25
21210	CINTAS LOC # 68M 71 M	08/28/25	Shop Supplies 4241557368	210-5-40-12-610.000 General Supplies	190.41	56597	09/19/25
21210	CINTAS LOC # 68M 71 M	08/31/25	WATERBREAK COOLER AGREEME 9336065376	210-5-40-12-610.000 General Supplies	50.00	56597	09/19/25
80221	CLARK, BETHANY	08/04/25	Stipend GOV August 2025 080425Clark	210-5-11-10-190.000 Board Member Payments	100.00	56598	09/19/25
39475	CLAUSSEN'S INC	09/11/25	Flowers for Lincoln 38275	210-5-40-12-571.000 Streetscape Maintenance	82.50	56599	09/19/25
17895	CLEAN NEST	09/01/25	Janitorial Services 15716	210-5-41-21-420.000 Cleaning Services	1074.00	56600	09/19/25
17895	CLEAN NEST	09/01/25	EJRP Cleaning August 15717	210-5-41-26-420.000 Cleaning Services	5038.00	56600	09/19/25
80197	COEN, Thomas	08/04/25	Stipend GOV August 2025 080425Coen	210-5-11-10-190.000 Board Member Payments	100.00	56602	09/19/25
17025	COONRADT AMY	09/15/25	Recording Secretary CC 9/ 0226	210-5-11-10-330.000 Professtional Services	111.24	56603	09/19/25
33075	DELL MARKETING LP	09/07/25	BL Tech SEP25 10834827075	210-5-35-10-735.000 Tech: Equip/Hardware	20.47	56604	09/19/25
25715	DONALD L. HAMLIN CONSULT	08/22/25	MSP July 258270725	210-5-30-12-330.000 Professional Services	48.75	56606	09/19/25
35260	EAST COAST PRINTERS INC	09/11/25	Uniform Jamie M. 09102503	210-5-40-12-612.000 Uniforms	53.20	56607	09/19/25
V10347	EHRLICH	08/29/25	2 Lincoln Pest Control 82116434	210-5-41-20-400.000 Contracted Services	67.44	56608	09/19/25
V0777	ESSEX REPORTER	08/15/25	Website AD August 415543	210-5-10-10-540.000 Advertising	145.00	56611	09/19/25
V0777	ESSEX REPORTER	08/31/25	Newsletter AD September 417209	210-5-10-10-540.000 Advertising	615.00	56611	09/19/25
25600	ESSEX RESCUE, INC	09/10/25	FY26 Contribution SPY_#1243	210-5-18-10-800.106 Essex Rescue	207140.40	56612	09/19/25
V0795	ESSEX TOWN OF	06/30/25	FY25 PD and Assessor true 1402	210-5-18-10-800.108 Essex Police Dept	28385.99	56613	09/19/25
V0795	ESSEX TOWN OF	06/30/25	FY25 PD and Assessor true 1402	210-5-15-10-330.000 Professional Services	916.04	56613	09/19/25
80255	EUNA SOLUTIONS INC	07/28/25	Questica annual fee INV130920	210-5-13-10-505.000 Tech. Subs, Licenses	9001.87	56614	09/19/25
38955	F W WEBB COMPANY	08/29/25	supplies 92298547	210-5-40-12-610.000 General Supplies	23.64	56615	09/19/25
34895	GAUTHIER TRUCKING, INC.	09/01/25	11 JACKSON ST: 08/01/25-0 1889802	210-5-40-12-425.000 Trash Removal	226.88	56619	09/19/25
34895	GAUTHIER TRUCKING, INC.	09/01/25	RAILROAD AVE: 08/01/25-08 1889804	210-5-40-12-425.000 Trash Removal	643.08	56619	09/19/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
34895	GAUTHIER TRUCKING, INC.	09/01/25 BEECH ST: 08/01/25-08/31/	210-5-40-12-425.000	91.08	56619	09/19/25
		1889970	Trash Removal			
34895	GAUTHIER TRUCKING, INC.	09/01/25 MSP Trash Removal	210-5-41-26-425.000	740.37	56619	09/19/25
		1890718	Trash Removal			
08475	GREEN MOUNTAIN ELECTRIC S	09/10/25 BL Supplies-Bulbs SEP25	210-5-41-21-610.000	148.35	56621	09/19/25
		S5492205001	General Supplies			
07010	GREEN MOUNTAIN POWER CORP	09/08/25 GMP Multi Solar Accts: 08	210-5-41-23-622.000	64.66	56622	09/19/25
		090825D	Electricity			
07010	GREEN MOUNTAIN POWER CORP	09/08/25 GMP Multi Solar Accts: 08	210-5-41-20-622.000	356.89	56622	09/19/25
		090825D	Electricity			
07010	GREEN MOUNTAIN POWER CORP	09/08/25 GMP Multi Solar Accts: 08	210-5-41-22-622.000	356.88	56622	09/19/25
		090825D	Electricity			
07010	GREEN MOUNTAIN POWER CORP	09/08/25 GMP Multi Solar Accts: 08	210-5-40-12-622.000	44.49	56622	09/19/25
		090825D	Electricity			
07010	GREEN MOUNTAIN POWER CORP	09/08/25 GMP Multi Solar Accts: 08	210-5-40-12-622.200	228.77	56622	09/19/25
		090825D	Streetlight Electricity			
07010	GREEN MOUNTAIN POWER CORP	09/08/25 GMP Multi Solar Accts: 08	210-5-41-21-622.000	318.50	56622	09/19/25
		090825D	Electricity			
V0976	GRENIER'S PEST CONTROL IN	09/06/25 BL RM:YELWJACKTS SEP25	210-5-41-21-431.000	225.00	56623	09/19/25
		9448	R&M Buildings & Grounds			
V0976	GRENIER'S PEST CONTROL IN	09/08/25 MSP Bee Removal	210-5-30-12-330.000	200.00	56623	09/19/25
		9463	Professional Services			
24250	IMPACT FIRE LLC	09/02/25 Fire Extinguisher Recharg	210-5-25-10-570.000	92.00	56626	09/19/25
		125043860	Other Purchased Services			
33495	INGRAM LIBRARY SERVICES I	08/29/25 BL A-F-R-LP Books SEP25	210-5-90-00-991.000	21.28	56627	09/19/25
		90153916	Library Donation Expense			
33495	INGRAM LIBRARY SERVICES I	08/29/25 BL A-F-R-LP Books SEP25	210-5-90-00-640.201	32.48	56627	09/19/25
		90153916	Adult Collection replacem			
33495	INGRAM LIBRARY SERVICES I	08/29/25 BL A-F-R-LP Books SEP25	210-5-90-00-991.000	79.52	56627	09/19/25
		90153916	Library Donation Expense			
33495	INGRAM LIBRARY SERVICES I	08/29/25 BL A-F-R-LP Books SEP25	210-5-35-10-640.201	219.21	56627	09/19/25
		90153916	Adult Collection			
33495	INGRAM LIBRARY SERVICES I	08/29/25 BL A-F-R-LP Books SEP25	210-5-35-10-610.000	16.94	56627	09/19/25
		90153916	General Supplies			
33495	INGRAM LIBRARY SERVICES I	09/02/25 BL A.AReplBooks SEP25	210-5-35-10-610.000	10.07	56627	09/19/25
		90204637	General Supplies			
33495	INGRAM LIBRARY SERVICES I	09/02/25 BL A.AReplBooks SEP25	210-5-90-00-640.201	35.22	56627	09/19/25
		90204637	Adult Collection replacem			
33495	INGRAM LIBRARY SERVICES I	09/02/25 BL A.AReplBooks SEP25	210-5-35-10-640.201	51.50	56627	09/19/25
		90204637	Adult Collection			
33495	INGRAM LIBRARY SERVICES I	09/04/25 BL A.AFd.AReplBks SEP25	210-5-35-10-640.201	264.17	56627	09/19/25
		90273617	Adult Collection			
33495	INGRAM LIBRARY SERVICES I	09/04/25 BL A.AFd.AReplBks SEP25	210-5-90-00-640.201	13.97	56627	09/19/25
		90273617	Adult Collection replacem			
33495	INGRAM LIBRARY SERVICES I	09/04/25 BL A.AFd.AReplBks SEP25	210-5-35-10-610.000	27.41	56627	09/19/25
		90273617	General Supplies			
33495	INGRAM LIBRARY SERVICES I	09/04/25 BL A.AFd.AReplBks SEP25	210-5-90-00-991.000	16.80	56627	09/19/25
		90273617	Library Donation Expense			
33495	INGRAM LIBRARY SERVICES I	09/04/25 BL A.AFd.AReplBks SEP25	210-5-90-00-991.000	19.52	56627	09/19/25
		90273617	Library Donation Expense			

12:06 pm

Check Warrant Report # 24086 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 09/12/25 To 09/19/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
33495	INGRAM LIBRARY SERVICES I	09/04/25	BL ABooks SEP25 90273618	210-5-35-10-640.201 Adult Collection	73.82	56627	09/19/25
33495	INGRAM LIBRARY SERVICES I	09/04/25	BL ABooks SEP25 90273618	210-5-35-10-610.000 General Supplies	8.35	56627	09/19/25
33495	INGRAM LIBRARY SERVICES I	09/09/25	BL ABooks SEP25 90364617	210-5-35-10-610.000 General Supplies	1.39	56627	09/19/25
33495	INGRAM LIBRARY SERVICES I	09/09/25	BL ABooks SEP25 90364617	210-5-35-10-640.201 Adult Collection	24.74	56627	09/19/25
15145	JOBTARGET LLC	09/10/25	Job AD EJRP Aug 25 33595858	210-5-10-10-540.000 Advertising	299.00	56629	09/19/25
V10407	KIMBALL MIDWEST	07/23/25	GLOVES 103584696	210-5-40-12-609.000 Safety Supplies	91.70	56630	09/19/25
03525	KITTELL BRANAGAN & SARGEN	09/11/25	FY25 audit 98832	210-5-13-10-335.000 Audit	894.14	56631	09/19/25
V12618	KNOX COMPANY	09/09/25	Knox Padlock KA-444065	210-5-25-10-750.000 Machinery & Equipment	332.00	56632	09/19/25
V9454	LENNY'S SHOE & APP	09/10/25	uniformJamie McMahon 4077391	210-5-40-12-612.000 Uniforms	369.97	56634	09/19/25
V9454	LENNY'S SHOE & APP	09/12/25	Uniform Jayden Rich 4077573	210-5-40-12-612.000 Uniforms	152.99	56634	09/19/25
80238	LION First responder PPE	08/26/25	Smoke Generator Fire Ext 30227553	210-5-25-10-750.000 Machinery & Equipment	13444.57	56635	09/19/25
27840	MADISON NATIONAL LIFE INS	09/15/25	Life Ins Oct 2025 1720507	210-5-30-10-210.000 Group Insurance	311.10	56638	09/19/25
27840	MADISON NATIONAL LIFE INS	09/15/25	Life Ins Oct 2025 1720507	210-5-30-12-210.000 Group Insurance	73.20	56638	09/19/25
27840	MADISON NATIONAL LIFE INS	09/15/25	Life Ins Oct 2025 1720507	210-5-16-10-210.000 Group Insurance	103.85	56638	09/19/25
27840	MADISON NATIONAL LIFE INS	09/15/25	Life Ins Oct 2025 1720507	210-5-13-10-210.000 Group Insurance	109.80	56638	09/19/25
27840	MADISON NATIONAL LIFE INS	09/15/25	Life Ins Oct 2025 1720507	210-5-10-10-210.000 Group Insurance	146.40	56638	09/19/25
27840	MADISON NATIONAL LIFE INS	09/15/25	Life Ins Oct 2025 1720507	210-5-12-10-210.000 Group Insurance	67.25	56638	09/19/25
27840	MADISON NATIONAL LIFE INS	09/15/25	Life Ins Oct 2025 1720507	210-5-40-12-210.000 Group Insurance	120.78	56638	09/19/25
27840	MADISON NATIONAL LIFE INS	09/15/25	Life Ins Oct 2025 1720507	210-5-35-10-210.000 Group Insurance	256.20	56638	09/19/25
26920	MAYVILLE DARBY	09/08/25	PC September 4 2025 Invoi 52	210-5-16-10-330.000 Professional Services	74.16	56641	09/19/25
V9970	MIDWEST TAPE	08/29/25	BL ADVDs AUG25 507670120	210-5-35-10-640.201 Adult Collection	25.49	56642	09/19/25
V9970	MIDWEST TAPE	08/29/25	BL JDVDs SEP25 507670121	210-5-35-10-640.202 Juvenile Collection	26.99	56642	09/19/25
V9970	MIDWEST TAPE	08/29/25	BL ADVDs AUG25 507670122	210-5-35-10-640.201 Adult Collection	24.74	56642	09/19/25
V9970	MIDWEST TAPE	09/08/25	BL ADVDs SEP25 507713751	210-5-35-10-640.201 Adult Collection	18.74	56642	09/19/25
V10462	MONAGHAN SAFAR DUCHAM PL	08/31/25	August legal August 2025	210-5-10-10-320.000 Legal Services	900.00	56643	09/19/25

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V10462	MONAGHAN SAFAR DUCHAM PL	08/31/25	August legal August 2025	210-5-16-10-320.000 Legal Services	1711.22	56643	09/19/25
14815	MOTOROLA SOLUTIONS, INC	08/19/25	Carry Case 8282184924	210-5-25-10-611.000 Small Tools and Equipment	109.66	56644	09/19/25
14815	MOTOROLA SOLUTIONS, INC	08/21/25	Portable Multiband Radios 8282187305	210-5-25-10-611.000 Small Tools and Equipment	17732.82	56644	09/19/25
27395	MVP HEALTH CARE INC 43118	09/10/25	Health Oct 2025 21871371	210-5-30-12-210.000 Group Insurance	6433.14	56645	09/19/25
27395	MVP HEALTH CARE INC 43118	09/10/25	Health Oct 2025 21871371	210-2-00-00-210.006 Health Ins. Copay	4401.94	56645	09/19/25
27395	MVP HEALTH CARE INC 43118	09/10/25	Health Oct 2025 21871371	210-5-13-10-210.000 Group Insurance	1003.54	56645	09/19/25
27395	MVP HEALTH CARE INC 43118	09/10/25	Health Oct 2025 21871371	210-5-30-10-210.000 Group Insurance	15630.19	56645	09/19/25
27395	MVP HEALTH CARE INC 43118	09/10/25	Health Oct 2025 21871371	210-5-12-10-210.000 Group Insurance	2007.08	56645	09/19/25
27395	MVP HEALTH CARE INC 43118	09/10/25	Health Oct 2025 21871371	210-5-40-12-210.000 Group Insurance	5128.10	56645	09/19/25
27395	MVP HEALTH CARE INC 43118	09/10/25	Health Oct 2025 21871371	210-5-16-10-210.000 Group Insurance	3010.62	56645	09/19/25
27395	MVP HEALTH CARE INC 43118	09/10/25	Health Oct 2025 21871371	210-5-35-10-210.000 Group Insurance	11781.57	56645	09/19/25
27395	MVP HEALTH CARE INC 43118	09/10/25	Health Oct 2025 21871371	210-5-10-10-210.000 Group Insurance	8650.54	56645	09/19/25
44275	MVP SELECT CARE INC.	09/08/25	02 Aug 25 HRA Admin Fee CINV013056	210-5-30-12-210.000 Group Insurance	7.00	56646	09/19/25
44275	MVP SELECT CARE INC.	09/08/25	02 Aug 25 HRA Admin Fee CINV013056	210-5-30-10-210.000 Group Insurance	22.74	56646	09/19/25
44275	MVP SELECT CARE INC.	09/08/25	02 Aug 25 HRA Admin Fee CINV013056	210-5-35-10-210.000 Group Insurance	24.50	56646	09/19/25
44275	MVP SELECT CARE INC.	09/08/25	02 Aug 25 HRA Admin Fee CINV013056	210-5-12-10-210.000 Group Insurance	3.50	56646	09/19/25
44275	MVP SELECT CARE INC.	09/08/25	02 Aug 25 HRA Admin Fee CINV013056	210-5-10-10-210.000 Group Insurance	14.00	56646	09/19/25
44275	MVP SELECT CARE INC.	09/08/25	02 Aug 25 HRA Admin Fee CINV013056	210-5-13-10-210.000 Group Insurance	3.50	56646	09/19/25
44275	MVP SELECT CARE INC.	09/08/25	02 Aug 25 HRA Admin Fee CINV013056	210-5-40-12-210.000 Group Insurance	8.05	56646	09/19/25
44275	MVP SELECT CARE INC.	09/08/25	02 Aug 25 HRA Admin Fee CINV013056	210-5-16-10-210.000 Group Insurance	7.00	56646	09/19/25
10220	NEW ENGLAND AIR SYSTEMS L	08/28/25	Park St Service 208328	210-5-41-23-400.000 Contracted Services	181.00	56648	09/19/25
10220	NEW ENGLAND AIR SYSTEMS L	08/31/25	75 Maple Hvac motor repla 208514	210-5-30-12-330.000 Professional Services	2018.55	56648	09/19/25
24960	NORTHEAST DELTA DENTAL	09/15/25	Dental Oct 2025 091525 6197	210-5-30-10-210.000 Group Insurance	759.72	56649	09/19/25
24960	NORTHEAST DELTA DENTAL	09/15/25	Dental Oct 2025 091525 6197	210-5-30-12-210.000 Group Insurance	218.94	56649	09/19/25
24960	NORTHEAST DELTA DENTAL	09/15/25	Dental Oct 2025 091525 6197	210-5-13-10-210.000 Group Insurance	258.73	56649	09/19/25

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24960	NORTHEAST DELTA DENTAL	09/15/25	Dental Oct 2025 091525 6197	210-5-40-12-210.000 Group Insurance	197.21	56649	09/19/25
24960	NORTHEAST DELTA DENTAL	09/15/25	Dental Oct 2025 091525 6197	210-5-10-10-210.000 Group Insurance	437.88	56649	09/19/25
24960	NORTHEAST DELTA DENTAL	09/15/25	Dental Oct 2025 091525 6197	210-5-12-10-210.000 Group Insurance	75.80	56649	09/19/25
24960	NORTHEAST DELTA DENTAL	09/15/25	Dental Oct 2025 091525 6197	210-5-35-10-210.000 Group Insurance	489.91	56649	09/19/25
24960	NORTHEAST DELTA DENTAL	09/15/25	Dental Oct 2025 091525 6197	210-5-16-10-210.000 Group Insurance	191.39	56649	09/19/25
24100	PERMA-LINE CORP OF NEW EN	09/08/25	FINISHED TRAFFIC SIGNS-PR 211267	210-5-40-12-572.000 Traffic Control	478.80	56654	09/19/25
V10554	PHOENIX BOOKS BURLINGTON	09/04/25	BL FndBooks SEP25 1671896	210-5-90-00-991.000 Library Donation Expense	10.39	56655	09/19/25
25140	PIKE INDUSTRIES INC	09/09/25	Asphalt 1343351	210-5-40-12-605.000 Summer Construction Suppl	312.75	56656	09/19/25
05380	PURCHASE POWER	09/05/25	2 Lincoln Postage 0905254061	210-5-10-10-560.000 Postage	502.25	56658	09/19/25
37430	R R CHARLEBOIS INC	07/10/25	Drained ac system ran a v RC89959	210-5-25-10-430.000 R&M Vehicles & Equipment	6346.14	56659	09/19/25
37965	S D IRELAND CONCRETE	08/26/25	#29 Juniper Ridge - Sidew 120767	210-5-40-12-605.000 Summer Construction Suppl	358.00	56662	09/19/25
37965	S D IRELAND CONCRETE	08/27/25	#33 Juniper Ridge -Sidewa 120817	210-5-40-12-605.000 Summer Construction Suppl	358.00	56662	09/19/25
03180	SAFETY SYSTEMS OF VT LLC	08/04/25	Park Street Alarm Inspect 13093378	210-5-41-23-400.000 Contracted Services	545.50	56663	09/19/25
17505	SAND HILL SOLAR LLC KSI I	09/11/25	Service Period: 08/06/20 2805H91125	210-5-41-20-622.000 Electricity	614.45	56665	09/19/25
17505	SAND HILL SOLAR LLC KSI I	09/11/25	Service Period: 08/06/20 2805H91125	210-5-41-22-622.000 Electricity	614.45	56665	09/19/25
17505	SAND HILL SOLAR LLC KSI I	09/11/25	Service Period: 08/06/20 2805H91125	210-5-41-21-622.000 Electricity	1369.24	56665	09/19/25
17505	SAND HILL SOLAR LLC KSI I	09/11/25	Service Period: 08/06/20 2805H91125	210-5-41-26-622.000 Electricity	3483.96	56665	09/19/25
17505	SAND HILL SOLAR LLC KSI I	09/11/25	Service Period: 08/06/20 2805H91125	210-5-41-23-622.000 Electricity	335.85	56665	09/19/25
17505	SAND HILL SOLAR LLC KSI I	09/11/25	Service Period: 08/06/20 2805H91125	210-5-40-12-622.200 Streetlight Electricity	930.17	56665	09/19/25
17505	SAND HILL SOLAR LLC KSI I	09/11/25	Service Period: 08/06/20 2805H91125	210-5-40-12-622.000 Electricity	164.24	56665	09/19/25
00275	SB SIGNS INC	09/09/25	Veterans Park Flagpole 32383	210-5-41-27-431.000 R&M Buildings & Grounds	531.25	56666	09/19/25
09105	SECURE SHRED	09/09/25	shred services-Clerk 502710	210-5-12-10-610.000 General Supplies	24.00	56668	09/19/25
09105	SECURE SHRED	09/09/25	MSP Shred Service 502712	210-5-30-10-330.000 Professional Services	24.00	56668	09/19/25
24345	SENSOURCE INC	09/09/25	BL DoorCntr SEP25 64016	210-5-35-10-340.000 Technical Services	75.00	56669	09/19/25
24345	SENSOURCE INC	09/09/25	BL DoorCntr SEP25 64016	210-5-41-21-431.000 R&M Buildings & Grounds	750.00	56669	09/19/25

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42565	SEVEN DAYS	09/03/25	DRB Ad for Sept meeting 248660	210-5-16-10-540.000 Advertising	86.32	56670	09/19/25
29835	SHERWIN-WILLIAMS	09/11/25	ASE OIL GL SAF YEL 03931	210-5-40-12-572.000 Traffic Control	56.03	56672	09/19/25
29835	SHERWIN-WILLIAMS	09/04/25	ACETONE-5-SW 94879	210-5-40-12-572.000 Traffic Control	134.36	56672	09/19/25
29835	SHERWIN-WILLIAMS	09/10/25	PACKING and extension tip 97435	210-5-40-12-572.000 Traffic Control	91.54	56672	09/19/25
23855	SOUTHWORTH-MILTON, INC.	09/04/25	Engine Coolant 7517313	210-5-25-10-430.000 R&M Vehicles & Equipment	44.40	56673	09/19/25
23855	SOUTHWORTH-MILTON, INC.	09/04/25	Parts for the loader INV3676690	210-5-40-12-430.000 R&M Vehicles & Equipment	399.71	56673	09/19/25
23855	SOUTHWORTH-MILTON, INC.	09/09/25	Plate and Pawl INV3680611	210-5-40-12-430.000 R&M Vehicles & Equipment	437.64	56673	09/19/25
V2124	STAPLES ADVANTAGE	08/30/25	Supplies 6041043130	210-5-40-12-610.000 General Supplies	43.17	56674	09/19/25
29090	SUNBELT RENTALS	08/22/25	Filter 173289782	210-5-30-12-610.000 General Supplies	14.37	56675	09/19/25
36825	THE SMALL ENGINE CO INC	08/29/25	Lawn mower tire 104477	210-5-40-12-610.000 General Supplies	252.14	56676	09/19/25
02970	USA BLUE BOOK INC	09/05/25	Lock; High Security Maste INV00818948	210-5-40-12-610.000 General Supplies	137.51	56679	09/19/25
80198	VERASAMY, MARLON	08/04/25	Stipend GOV August 2025 080425Verasa	210-5-11-10-190.000 Board Member Payments	100.00	56680	09/19/25
19350	VERIZON CONNECT FLEET USA	09/02/25	Vehicle Tracking Subscrip 626000075823	210-5-40-12-505.000 Tech. Subs, Licenses	151.60	56681	09/19/25
29700	VERMONT INFORMATION CONSO	08/31/25	Returned Echeck 1999298	210-2-00-00-205.000 Clearing Taxes	7850.92	56682	09/19/25
80096	VERMONT LIBRARY ASSOCIATI	09/10/25	BL TrnConf SEP25 03051	210-5-35-10-500.000 Training, Conf, Dues	25.00	56683	09/19/25
11935	VIKING-CIVES USA	08/28/25	Weldedmount tailgate Truc 4545234	210-5-40-12-430.000 R&M Vehicles & Equipment	120.00	56684	09/19/25
22070	VILLAGE COPY & PRINT INC.	09/08/25	Return envelopes for chal 10235	210-5-12-10-820.000 Elections	209.10	56685	09/19/25
23395	VILLAGE HARDWARE - WILLIS	08/25/25	7/8x3-1/4 Farm Clevis 2nd 520806	210-5-40-12-610.000 General Supplies	21.84	56686	09/19/25
23395	VILLAGE HARDWARE - WILLIS	08/29/25	Supplies 520835	210-5-40-12-610.000 General Supplies	112.34	56686	09/19/25
23395	VILLAGE HARDWARE - WILLIS	09/08/25	Straw 520877	210-5-30-12-610.000 General Supplies	26.58	56686	09/19/25
23395	VILLAGE HARDWARE - WILLIS	08/22/25	Sprayer 911377	210-5-40-12-610.000 General Supplies	151.04	56686	09/19/25
28470	VMERS DB 110800	09/12/25	Payroll Transfer PR-09/12/25	210-2-00-00-210.004 Retirement Payable	27295.75	56687	09/19/25
80130	VMERS DC 110800	09/12/25	Payroll Transfer PR-09/12/25	210-2-00-00-210.004 Retirement Payable	2258.30	56688	09/19/25
V10238	VT AIR TESTING SVC	09/15/25	38 Special Concert 627	210-1-00-00-130.000 Exchange - General	727.50	56689	09/19/25
V10238	VT AIR TESTING SVC	09/15/25	Brantley Gilbert Concert 628	210-1-00-00-130.000 Exchange - General	682.50	56689	09/19/25

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V10238	09/15/25	VT AIR TESTING SVC Elton John Tribute Concer 629	210-1-00-00-130.000 Exchange - General	637.50	56689	09/19/25
V10238	09/15/25	VT AIR TESTING SVC Honky Tonk Hoedown Concer 630	210-1-00-00-130.000 Exchange - General	637.50	56689	09/19/25
40445	09/08/25	VT EMS DISTRICT # 3 District #3 Annual Dues 09082025	210-5-25-10-500.000 Training, Conf, Dues	60.00	56690	09/19/25
80254	09/11/25	Vermont Bond Bank 2010-5 2022-2 2014-3 bond PLP-202511-0	210-5-95-00-955.903 Capital Imp Interest	18441.39	56691	09/19/25
80254	09/11/25	Vermont Bond Bank 2010-5 2022-2 2014-3 bond PLP-202511-0	210-5-95-00-950.903 Capital Imp Principal	135300.00	56691	09/19/25
07565	09/02/25	W B MASON CO INC Office Supplies 256556839	210-5-30-12-610.000 General Supplies	67.78	56692	09/19/25
07565	09/08/25	W B MASON CO INC Comm. Dev. Supplies 256688014	210-5-16-10-610.000 General Supplies	11.28	56692	09/19/25
17425	09/12/25	ICMA ROTH PLAN 706287 Payroll Transfer PR-09/12/25	210-2-00-00-210.004 Retirement Payable	150.00 A	91925	09/19/25
80158	09/12/25	MISSION SQUARE TRADITINAL Payroll Transfer PR-09/12/25	210-2-00-00-210.004 Retirement Payable	269.23 B	91925	09/19/25
V1160	09/12/25	ICMA RETIREMENT TRUST-457 Payroll Transfer PR-09/12/25	210-2-00-00-210.004 Retirement Payable	3247.01 C	91925	09/19/25
V1161	09/12/25	ICMA RETIREMENT TRUST-401 Payroll Transfer PR-09/12/25	210-2-00-00-210.004 Retirement Payable	5590.35 D	91925	09/19/25
V1165	09/12/25	INTERNAL REVENUE SERVICE Payroll Transfer PR-09/12/25	210-2-00-00-210.002 Federal Inc Tax W/H	50677.33 E	91925	09/19/25
V2413	09/12/25	VT DEPT OF TAXES Payroll Transfer PR-09/12/25	210-2-00-00-210.003 State Inc Tax W/H	7170.45 F	91925	09/19/25
25715	08/26/25	DONALD L. HAMLIN CONSULT EJ-Crescent Connector Pha 2282282625	230-5-16-10-890.824 Cres. Connector	4187.80	56606	09/19/25
25715	08/26/25	DONALD L. HAMLIN CONSULT EJ-Public Works Facility: 2482882625	230-5-41-25-730.000 Public Works Facility	913.25	56606	09/19/25
V9721	08/22/25	IRELAND BROTHERS CORP/S.D EJ Iroquois Avenue Waterl 462-25.02	230-5-40-10-720.002 Iroquois Ave Road and Wat	192875.51	56628	09/19/25
V10462	08/31/25	MONAGHAN SAFAR DUCHAM PL August legal August 2025	230-5-16-10-890.824 Cres. Connector	352.00	56643	09/19/25
23455	09/12/25	CHITTENDEN SOLID WASTE DI Disposal Fees 2 Lincoln 4690279	232-5-41-20-890.832 2 Lincoln Street Renovati	29.00	56595	09/19/25
03180	09/09/25	SAFETY SYSTEMS OF VT LLC 2 Lincoln Renovation 13134769	232-5-41-20-890.832 2 Lincoln Street Renovati	900.00	56663	09/19/25
39425	09/09/25	SCOTT & PARTNERS INC 2 Lincoln Renovation 6236	232-5-41-20-890.832 2 Lincoln Street Renovati	8832.50	56667	09/19/25
39425	09/09/25	SCOTT & PARTNERS INC BL ROOF SEP25 6247	232-5-41-21-730.001 Roof	510.00	56667	09/19/25
09040	09/16/25	TOWN MEETING TELEVISION A 2 Lincoln Renovation 25-151	232-5-41-20-890.832 2 Lincoln Street Renovati	829.00	56677	09/19/25
07565	09/09/25	W B MASON CO INC 2 Lincoln Renovation 256720576	232-5-41-20-890.832 2 Lincoln Street Renovati	1299.98	56692	09/19/25
17820	09/08/25	ADVANTAGE TENNIS MSP Resurfacing 1051	233-5-00-00-740.002 Resurfacing	17200.00	56570	09/19/25
23435	08/31/25	CHAMPLAIN WATER DISTRICT Water Aug 2025 083125	254-5-54-70-411.400 CWD Water Purchase - Glob	340655.51	56594	09/19/25

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23435	CHAMPLAIN WATER DISTRICT	08/31/25	Water Aug 2025 083125	254-5-54-20-411.000 CWD Water Purchase	76412.10	56594	09/19/25
23435	CHAMPLAIN WATER DISTRICT	08/31/25	Water Aug 2025 083125	254-5-54-70-411.400 CWD Water Purchase - Glob	5656.85	56594	09/19/25
23435	CHAMPLAIN WATER DISTRICT	08/31/25	Water Aug 2025 083125	254-5-54-20-411.000 CWD Water Purchase	1268.88	56594	09/19/25
80255	EUNA SOLUTIONS INC	07/28/25	Questica annual fee INV130920	254-5-54-20-505.000 Tech. Subs, Licenses	1342.21	56614	09/19/25
03525	KITTELL BRANAGAN & SARGEN	09/11/25	FY25 audit 98832	254-5-54-20-335.000 Audit	447.07	56631	09/19/25
27840	MADISON NATIONAL LIFE INS	09/15/25	Life Ins Oct 2025 1720507	254-5-54-20-210.000 Group Insurance	102.48	56638	09/19/25
27395	MVP HEALTH CARE INC 43118	09/10/25	Health Oct 2025 21871371	254-5-54-20-210.000 Group Insurance	6719.72	56645	09/19/25
44275	MVP SELECT CARE INC.	09/08/25	02 Aug 25 HRA Admin Fee CINV013056	254-5-54-20-210.000 Group Insurance	9.80	56646	09/19/25
24960	NORTHEAST DELTA DENTAL	09/15/25	Dental Oct 2025 091525 6197	254-5-54-20-210.000 Group Insurance	292.58	56649	09/19/25
80254	Vermont Bond Bank	09/11/25	2010-5 2022-2 2014-3 bond PLP-202511-0	254-5-54-70-955.000 Bond Interest Expense	4048.11	56691	09/19/25
80254	Vermont Bond Bank	09/11/25	2010-5 2022-2 2014-3 bond PLP-202511-0	254-5-54-70-955.000 Bond Interest Expense	55859.49	56691	09/19/25
80254	Vermont Bond Bank	09/11/25	2010-5 2022-2 2014-3 bond PLP-202511-0	254-2-00-00-250.002 2022-2 Main St Water Line	102333.00	56691	09/19/25
80254	Vermont Bond Bank	09/11/25	2010-5 2022-2 2014-3 bond PLP-202511-0	254-2-00-00-250.001 Series 3 Bond	29700.00	56691	09/19/25
V10609	2G ENERGY INC.	08/28/25	Touch Panel 415082500989	255-5-55-30-435.000 COGEN	4513.38	56568	09/19/25
V10609	2G ENERGY INC.	08/28/25	Turbocharger 415082500994	255-5-55-30-435.000 COGEN	4034.24	56568	09/19/25
V10609	2G ENERGY INC.	08/28/25	Optical Smoke Detector 415082501016	255-5-55-30-435.000 COGEN	282.97	56568	09/19/25
20475	AERZEN USA CORPORATION	08/26/25	Air filter cartridge for SEPI-25-0048	255-5-55-30-570.000 Other Purchased Services	1284.02	56571	09/19/25
42625	ALDRICH & ELLIOTT PC	09/01/25	WWTF Flare: Aug 3, 2025-A 83239	255-5-55-70-722.020 Digester Flare/Flame Arre	4851.00	56573	09/19/25
11375	CASELLA WASTE MANAGEMENT	09/01/25	Trash removal August 2025 3742703	255-5-55-30-421.000 Grit Disposal	1377.68	56588	09/19/25
23455	CHITTENDEN SOLID WASTE DI	07/31/25	JUL25 Biosolids INV23211	255-5-55-30-568.000 Biosolids Subcontractor	13238.66	56595	09/19/25
17895	CLEAN NEST	09/01/25	Janitorial Services 15716	255-5-55-30-330.000 Professional Services	434.00	56600	09/19/25
V10347	EHRLICH	09/05/25	Pest Control 9/2025 82756874	255-5-55-30-431.000 R&M Buildings	103.50	56608	09/19/25
V10734	ENCORE ESSEX JUNCTION SOL	08/22/25	(7/18/25-8/18/25) - August 2508WWTP	255-5-55-30-622.000 Electricity	2218.85	56609	09/19/25
06870	ENDYNE INC	08/28/25	Essex Jct. WWTF TKN Only 545829	255-5-55-30-340.000 Technical Services	35.00	56610	09/19/25
06870	ENDYNE INC	09/05/25	Essex Jct. WWTF TKN Only 547774	255-5-55-30-340.000 Technical Services	35.00	56610	09/19/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
06870	ENDYNE INC	09/10/25 Essex Jct. WWTF TKN Only	255-5-55-30-340.000	35.00	56610	09/19/25
		548261	Technical Services			
80255	EUNA SOLUTIONS INC	07/28/25 Questica annual fee	255-5-55-30-505.000	2298.91	56614	09/19/25
		INV130920	Tech. Subs, Licenses			
04640	FASTENAL INDUSTRIAL & CON	08/28/25 1/4 S/S Wire Clip for SST	255-5-55-30-570.000	79.00	56616	09/19/25
		VTBUR339670	Other Purchased Services			
19005	FIRSTLIGHT FIBER	09/01/25 Communications/Telephone:	255-5-55-30-530.000	545.36	56617	09/19/25
		21053649	Communications			
24785	GRAINGER	09/03/25 Wrench and socket set	255-5-55-30-611.000	537.32	56620	09/19/25
		9628925860	Small Tools & Equipment			
24785	GRAINGER	09/08/25 PROTECTED VENT, ALUMINUM	255-5-55-30-610.000	18.94	56620	09/19/25
		9633465159	General Supplies			
24785	GRAINGER	09/09/25 MANUAL 2-WAY BALL VALVE, S	255-5-55-30-610.000	30.50	56620	09/19/25
		9634832357	General Supplies			
09050	HACH COMPANY	09/02/25 WELDING FLANGE IN-LINE PR	255-5-55-30-570.000	425.41	56624	09/19/25
		14652398	Other Purchased Services			
09050	HACH COMPANY	09/03/25 BALL VALVE SAFETY ARM. FO	255-5-55-30-570.000	4458.35	56624	09/19/25
		14653535	Other Purchased Services			
09050	HACH COMPANY	09/09/25 SC4500 w/o plug Prognosys	255-5-55-30-570.000	3586.00	56624	09/19/25
		14660741	Other Purchased Services			
V1093	HOLLAND CO., INC.	08/27/25 Sodium Aluminate SODIUM A	255-5-55-30-619.000	22704.10	56625	09/19/25
		PI35160	Chemicals			
03525	KITTELL BRANAGAN & SARGEN	09/11/25 FY25 audit	255-5-55-30-335.000	423.53	56631	09/19/25
		98832	Audit			
05495	LCS CONTROLS, INC	08/28/25 Day Field Service.	255-5-55-30-330.000	900.00	56633	09/19/25
		14855	Professional Services			
V9454	LENNY'S SHOE & APP	09/08/25 Clothing Allow A Garrison	255-5-55-30-612.000	288.95	56634	09/19/25
		4077183	Uniforms			
V9454	LENNY'S SHOE & APP	09/08/25 Uniform for Jason Kluza	255-5-55-30-612.000	339.99	56634	09/19/25
		4077184	Uniforms			
27840	MADISON NATIONAL LIFE INS	09/15/25 Life Ins Oct 2025	255-5-55-30-210.000	256.20	56638	09/19/25
		1720507	Group Insurance			
V10462	MONAGHAN SAFAR DUCHAM PL	08/31/25 August legal	255-5-55-30-320.000	67.50	56643	09/19/25
		August 2025	Legal Services			
27395	MVP HEALTH CARE INC 43118	09/10/25 Health Oct 2025	255-5-55-30-210.000	7506.49	56645	09/19/25
		21871371	Group Insurance			
44275	MVP SELECT CARE INC.	09/08/25 02 Aug 25 HRA Admin Fee	255-5-55-30-210.000	14.00	56646	09/19/25
		CINV013056	Group Insurance			
24960	NORTHEAST DELTA DENTAL	09/15/25 Dental Oct 2025	255-5-55-30-210.000	402.23	56649	09/19/25
		091525 6197	Group Insurance			
03160	P & H SENESAC INC	08/25/25 2 TOTES polymer	255-5-55-30-568.000	9108.00	56651	09/19/25
		20608	Biosolids Subcontractor			
03180	SAFETY SYSTEMS OF VT LLC	08/28/25 Alarm Systems Service Cal	255-5-55-30-431.000	300.00	56663	09/19/25
		113122759	R&M Buildings			
V2124	STAPLES ADVANTAGE	07/29/25 phone cord	255-5-55-30-610.000	29.49	56674	09/19/25
		6037946422	General Supplies			
V2124	STAPLES ADVANTAGE	08/30/25 Supplies for office and b	255-5-55-30-610.000	69.27	56674	09/19/25
		6041043131	General Supplies			
01020	UNIVERSITY OF VT	08/31/25 Scale PePhlo System for P	255-5-55-70-722.008	4060.96	56678	09/19/25
		GCAS-144253	Vt Phos Challenge PePhlo			

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80254	09/11/25	Vermont Bond Bank 2010-5 2022-2 2014-3 bond PLP-202511-0	255-2-00-00-250.002 RZEDB	55000.00	56691	09/19/25
80254	09/11/25	Vermont Bond Bank 2010-5 2022-2 2014-3 bond PLP-202511-0	255-5-55-70-955.002 RZEDB Interest	16455.69	56691	09/19/25
28380	09/08/25	WATER SAFETY PRODUCTS INC 2 Safety ring stations M3318253	255-5-55-30-609.000 Safety Supplies	1360.20	56693	09/19/25
80242	08/26/25	WIND RIVER ENVIRONMENTAL Aeration project haul 6992113	255-5-55-70-722.021 Aeration Header Replaceme	930.63	56694	09/19/25
25715	08/26/25	DONALD L. HAMLIN CONSULT EJ-13 Mansfield Sewer Rep 2582582625	256-5-56-40-330.000 Professional Services	1294.00	56606	09/19/25
35260	09/08/25	EAST COAST PRINTERS INC Clothing Allowance J Knap 08052534	256-5-56-40-612.000 Uniforms	155.70	56607	09/19/25
80255	07/28/25	EUNA SOLUTIONS INC Questica annual fee INV130920	256-5-56-40-505.000 Tech. Subs, Licenses	681.58	56614	09/19/25
38955	09/10/25	F W WEBB COMPANY Parts jetter trailer 92442015	256-5-56-40-430.000 R&M Vehicles & Equipment	63.32	56615	09/19/25
07010	09/08/25	GREEN MOUNTAIN POWER CORP GMP Multi Solar Accts: 08 090825D	256-5-56-40-434.002 West Street PS Costs	89.36	56622	09/19/25
07010	09/08/25	GREEN MOUNTAIN POWER CORP GMP Multi Solar Accts: 08 090825D	256-5-56-40-434.001 Susie Wilson PS Costs	77.73	56622	09/19/25
07010	09/08/25	GREEN MOUNTAIN POWER CORP GMP Multi Solar Accts: 08 090825D	256-5-56-40-622.000 Electricity	135.06	56622	09/19/25
03525	09/11/25	KITTELL BRANAGAN & SARGEN FY25 audit 98832	256-5-56-40-335.000 Audit	235.26	56631	09/19/25
V9454	09/02/25	LENNY'S SHOE & APP Uniform for Ron Bundy 3536705	256-5-56-40-612.000 Uniforms	139.98	56634	09/19/25
27840	09/15/25	MADISON NATIONAL LIFE INS Life Ins Oct 2025 1720507	256-5-56-40-210.000 Group Insurance	94.06	56638	09/19/25
27395	09/10/25	MVP HEALTH CARE INC 43118 Health Oct 2025 21871371	256-5-56-40-210.000 Group Insurance	3305.67	56645	09/19/25
44275	09/08/25	MVP SELECT CARE INC. 02 Aug 25 HRA Admin Fee CINV013056	256-5-56-40-210.000 Group Insurance	5.50	56646	09/19/25
24960	09/15/25	NORTHEAST DELTA DENTAL Dental Oct 2025 091525 6197	256-5-56-40-210.000 Group Insurance	202.15	56649	09/19/25
17505	09/11/25	SAND HILL SOLAR LLC KSI I Service Period: 08/06/20 2805H91125	256-5-56-40-622.000 Electricity	101.41	56665	09/19/25
17505	09/11/25	SAND HILL SOLAR LLC KSI I Service Period: 08/06/20 2805H91125	256-5-56-40-434.002 West Street PS Costs	732.55	56665	09/19/25
17505	09/11/25	SAND HILL SOLAR LLC KSI I Service Period: 08/06/20 2805H91125	256-5-56-40-434.001 Susie Wilson PS Costs	581.23	56665	09/19/25
V2062	09/03/25	SEWER EQUIPMENT CO. OF AM new tank for the Velocity 0000236951	256-5-56-40-430.000 R&M Vehicles & Equipment	4916.59	56671	09/19/25
23395	09/11/25	VILLAGE HARDWARE - WILLIS supplies for the jetter t 520908	256-5-56-40-430.000 R&M Vehicles & Equipment	11.38	56686	09/19/25
27840	09/15/25	MADISON NATIONAL LIFE INS Life Ins Oct 2025 1720507	257-5-57-50-210.000 Group Insurance	48.68	56638	09/19/25
27395	09/10/25	MVP HEALTH CARE INC 43118 Health Oct 2025 21871371	257-5-57-50-210.000 Group Insurance	2669.42	56645	09/19/25
44275	09/08/25	MVP SELECT CARE INC. 02 Aug 25 HRA Admin Fee CINV013056	257-5-57-50-210.000 Group Insurance	1.16	56646	09/19/25

12:06 pm

Check Warrant Report # 24086 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 09/12/25 To 09/19/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24960	NORTHEAST DELTA DENTAL	09/15/25	Dental Oct 2025 091525 6197	257-5-57-50-210.000 Group Insurance	100.81	56649	09/19/25
07305	AIRGAS USA LLC	08/31/25	Pool Chemicals 5518573241	259-5-30-11-431.000 R&M Buildings & Grounds	419.96	56572	09/19/25
80127	ALYX MAGIC ENTERTAINMENT	08/05/25	Meet Me On Main 10/4 2530	259-5-30-14-330.000 Professional Services	750.00	56575	09/19/25
19815	AMAZON CAPITAL SERVICES	08/29/25	RK Hiawatha Supplies 11DRWGG4LXYP	259-5-30-15-610.000 General Supplies	14.27	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/02/25	RK Hiawatha Storage 11FHJYHV49GC	259-5-30-15-610.000 General Supplies	9.99	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/02/25	Preschool Discoverers Sup 11VV4FWW3X39	259-5-30-16-610.000 General Supplies	21.98	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/01/25	PS Discoverers Supplies 11X1LW66JWX4	259-5-30-16-610.000 General Supplies	202.42	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/08/25	Preschool Building Suppli 134GTKY17DNH	259-5-30-16-610.000 General Supplies	112.91	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/04/25	RK Westford supplies 1491GPNTC9FN	259-5-30-15-610.000 General Supplies	83.11	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/02/25	RK EES K Supplies 14HY646N3TK1	259-5-30-15-610.000 General Supplies	258.71	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/05/25	RK Hiawatha Supplies 14TQ1NQJDHVF	259-5-30-15-610.000 General Supplies	74.26	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/05/25	RK Hiawatha Supplies 1767K394CJX1	259-5-30-15-610.000 General Supplies	4.97	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	08/29/25	PS Cleaning 19C444W7NJVL	259-5-30-16-610.000 General Supplies	25.97	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/03/25	RK MSP Supplies 19KMQNTKF4TM	259-5-30-15-610.000 General Supplies	79.59	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/05/25	RK Supplies 19KWQGFCCHPV	259-5-30-15-610.000 General Supplies	33.95	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	08/29/25	RK Westford Supplies 1C7JLQ4VLD9D	259-5-30-15-610.000 General Supplies	83.53	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/02/25	PS Discoverers Supplies 1CR1H67H3NXX	259-5-30-16-610.000 General Supplies	49.53	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/02/25	RK FMS Supplies 1DXMPNRG3YM4	259-5-30-15-610.000 General Supplies	53.68	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/05/25	RK Founders Supplies 1FNYTTMN7GMC	259-5-30-15-610.000 General Supplies	51.58	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/08/25	RK EES Supplies 1G4471WN6XWP	259-5-30-15-610.000 General Supplies	214.32	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/10/25	RK Fleming/Staff Apprecia 1HG7PJLRWL3L	259-5-30-15-610.000 General Supplies	223.90	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/10/25	RK EES 1-2 Supplies 1J1LXWYK4Y4K	259-5-30-15-610.000 General Supplies	95.55	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/02/25	PS Discoverers Supplies 1KRWMVQ63T7C	259-5-30-16-610.000 General Supplies	87.72	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/05/25	RK Hiawatha Supplies 1MF7MLM6CDF3	259-5-30-15-610.000 General Supplies	41.98	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	08/28/25	Preschool Supplies 1MNJ7R1N6Y4M	259-5-30-16-610.000 General Supplies	19.99	56577	09/19/25

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19815	AMAZON CAPITAL SERVICES	09/11/25	RK Founders Supplies 1NQ76J7J3QXY	259-5-30-15-610.000 General Supplies	23.50	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/10/25	Meet Me On Main Supplies 1NY3Q7DRRTX9	259-5-30-14-610.000 General Supplies	85.45	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/02/25	RK MSP Supplies 1PTY4J3V3X7W	259-5-30-15-610.000 General Supplies	6.60	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/10/25	RK Hiawatha Supplies 1PWRRPLXJXM	259-5-30-15-610.000 General Supplies	17.73	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/11/25	RK EES KTables 1R73D3QD4DFG	259-5-30-15-610.000 General Supplies	255.50	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	08/27/25	RK Fleming Supplies 1TJ1J1MC9NW4	259-5-30-15-610.000 General Supplies	310.90	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/02/25	RK Westford Supplies 1TJMJJ1W3WQM	259-5-30-15-610.000 General Supplies	83.91	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	08/27/25	RK Westford Supplies 1VRFVCLQ466Y	259-5-30-15-610.000 General Supplies	40.54	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	08/30/25	RK MSP Supplies 1W9DYPXQWYRX	259-5-30-15-610.000 General Supplies	341.97	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/02/25	EES K Chairs 1WF1W6WP3N1G	259-5-30-15-610.000 General Supplies	859.96	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	08/27/25	RK Westford Supplies 1WX7Q7HT6K31	259-5-30-15-610.000 General Supplies	53.19	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	08/27/25	RK Hiawatha Supplies 1XNYMLGD4J3F	259-5-30-15-610.000 General Supplies	118.90	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	08/27/25	RK Office Supplies 1XNYMLGD4T6V	259-5-30-15-610.000 General Supplies	686.10	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	08/28/25	RK Fleming Supplies 1XWDRXJJ66LP	259-5-30-15-610.000 General Supplies	72.14	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/05/25	RK Westford Supplies 1YDFL3N97QXL	259-5-30-15-610.000 General Supplies	28.95	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	09/02/25	RK EES K Supplies 1YGXPMWL3QKC	259-5-30-15-610.000 General Supplies	241.97	56577	09/19/25
19815	AMAZON CAPITAL SERVICES	08/29/25	RK Hiawatha Supplies 1YNFT1F7NF3C	259-5-30-15-610.000 General Supplies	310.96	56577	09/19/25
80167	BINDER, FRANCES	09/03/25	Nia Summer Sessions 090325D	259-5-30-14-330.000 Professional Services	480.00	56582	09/19/25
25370	BOUNCE AROUND VT LLC	09/11/25	Meet Me On Main 9/20 12041	259-5-30-14-330.000 Professional Services	715.00	56583	09/19/25
25370	BOUNCE AROUND VT LLC	09/11/25	Meet Me On Main 9/27 12042	259-5-30-14-330.000 Professional Services	715.00	56584	09/19/25
25370	BOUNCE AROUND VT LLC	09/11/25	Meet Me On Main 10/4 12043	259-5-30-14-330.000 Professional Services	715.00	56585	09/19/25
25370	BOUNCE AROUND VT LLC	09/11/25	Meet Me On Main 10/11 12044	259-5-30-14-330.000 Professional Services	715.00	56586	09/19/25
27590	CATAMOUNT COLOR (OFFSET H	08/26/25	Fall Brochure Mailing 37776	259-5-30-10-550.000 Printing and Binding	325.00	56589	09/19/25
17895	CLEAN NEST	09/01/25	EJRP Cleaning August 15717	259-5-30-16-420.000 Cleaning Services	1288.00	56600	09/19/25
25120	CLICKTIME.COM	09/04/25	EJRP Timesheets August 459884	259-5-30-10-505.000 Tech. Subs, Licenses	1496.00	56601	09/19/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
02800	DISCOUNT SCHOOL SUPPLY IN	08/25/25	PS Supplies - Explorers P43594350101	259-5-30-16-610.000 General Supplies	270.95	56605	09/19/25
80255	EUNA SOLUTIONS INC	07/28/25	Questica annual fee INV130920	259-5-30-10-505.000 Tech. Subs, Licenses	2506.53	56614	09/19/25
38955	F W WEBB COMPANY	09/09/25	for Chemical Project 92419934	259-5-30-11-431.000 R&M Buildings & Grounds	44.94	56615	09/19/25
80192	Fountain of Youth Fitness	09/09/25	Lifting Spirits 9/8 090925D	259-5-30-14-330.000 Professional Services	113.60	56618	09/19/25
25035	LIQUID STUDIO	09/12/25	Meet Me on Main Design 25167	259-5-30-14-330.000 Professional Services	900.00	56636	09/19/25
80025	LUCIA, KASIA	09/02/25	RK Refund - Lucia \$100 216135	259-4-30-15-020.313 Childcare - AS	100.00	56637	09/19/25
27840	MADISON NATIONAL LIFE INS	09/15/25	Life Ins Oct 2025 1720507	259-5-30-16-210.000 Group Insurance	256.20	56638	09/19/25
27840	MADISON NATIONAL LIFE INS	09/15/25	Life Ins Oct 2025 1720507	259-5-30-15-210.000 Group Insurance	494.10	56638	09/19/25
80025	MASON, AARON	09/02/25	RK Refund - Mason \$50 216134	259-4-30-15-020.313 Childcare - AS	50.00	56639	09/19/25
80148	MASON, AARON	09/10/25	Mt Bike Camp 091025D	259-5-30-14-330.000 Professional Services	1500.00	56640	09/19/25
27395	MVP HEALTH CARE INC 43118	09/10/25	Health Oct 2025 21871371	259-5-30-16-210.000 Group Insurance	5830.58	56645	09/19/25
27395	MVP HEALTH CARE INC 43118	09/10/25	Health Oct 2025 21871371	259-5-30-15-210.000 Group Insurance	10873.40	56645	09/19/25
44275	MVP SELECT CARE INC.	09/08/25	02 Aug 25 HRA Admin Fee CINV013056	259-5-30-15-210.000 Group Insurance	26.25	56646	09/19/25
44275	MVP SELECT CARE INC.	09/08/25	02 Aug 25 HRA Admin Fee CINV013056	259-5-30-16-210.000 Group Insurance	17.50	56646	09/19/25
80025	NELSON, KARRIE	09/08/25	Summer Camp Refund-Nelson 216159	259-4-30-17-020.313 Childcare - DC	211.50	56647	09/19/25
24960	NORTHEAST DELTA DENTAL	09/15/25	Dental Oct 2025 091525 6197	259-5-30-16-210.000 Group Insurance	262.51	56649	09/19/25
24960	NORTHEAST DELTA DENTAL	09/15/25	Dental Oct 2025 091525 6197	259-5-30-15-210.000 Group Insurance	513.23	56649	09/19/25
19325	OPEN APPROACH INC	08/31/25	RK Laptop Disposal 27277	259-5-30-15-330.000 Professional Services	40.00	56650	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	08/28/25	RK Westford Snack 450875	259-5-30-15-610.000 General Supplies	46.20	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	08/28/25	RK MSP Snack 452154	259-5-30-15-610.000 General Supplies	70.60	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	09/02/25	RK Westford Snack 453393	259-5-30-15-610.000 General Supplies	159.46	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	09/03/25	RK EES Snack 454497	259-5-30-15-610.000 General Supplies	168.40	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	09/02/25	RK EES 1-2 Snack 454830	259-5-30-15-610.000 General Supplies	231.90	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	09/02/25	RK Founders Snack 454831	259-5-30-15-610.000 General Supplies	260.69	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	09/03/25	RK Fleming Snack 455855	259-5-30-15-610.000 General Supplies	328.42	56652	09/19/25

09/19/25

City of Essex Junction Accounts Payable

Page 15 of 15

12:06 pm

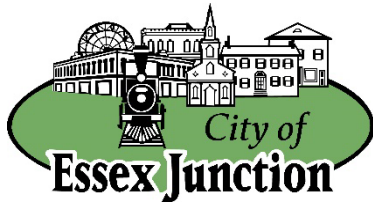
Check Warrant Report # 24086 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 09/12/25 To 09/19/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
29425	PERFORMANCE FOOD 24793-EJ	09/09/25	RK Westford Snack 456319	259-5-30-15-610.000 General Supplies	148.73	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	09/08/25	RK Founders Snack 456330	259-5-30-15-610.000 General Supplies	175.78	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	09/08/25	RK Fleming Snack 457915	259-5-30-15-610.000 General Supplies	115.73	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	09/08/25	RK EES Snack 458358	259-5-30-15-610.000 General Supplies	416.14	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	09/08/25	RK EES K Snack 458410	259-5-30-15-610.000 General Supplies	190.79	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	09/08/25	RK MSP Snack 458411	259-5-30-15-610.000 General Supplies	294.24	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	09/10/25	RK Hiawatha Snack 460057	259-5-30-15-610.000 General Supplies	168.43	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	09/10/25	RK Founders Snack 460659	259-5-30-15-610.000 General Supplies	49.01	56652	09/19/25
29425	PERFORMANCE FOOD 24793-EJ	09/11/25	RK Fleming Snack 461654	259-5-30-15-610.000 General Supplies	166.90	56652	09/19/25
80071	PLUM THERAPY LLC KATRINA	09/03/25	Clinical Supervision Augu 090325D	259-5-30-15-330.000 Professional Services	600.00	56657	09/19/25
80150	RIGGEN, ELLIOT	09/10/25	Mt Bike Camp 091025D	259-5-30-14-330.000 Professional Services	1200.00	56660	09/19/25
80251	Riggen, Colby	09/10/25	Mountain Bike Camp 091025D	259-5-30-14-330.000 Professional Services	1200.00	56661	09/19/25
22025	SAINT MICHAELS COLLEGE	08/22/25	RK Tabling 8/25 082225D	259-5-30-15-330.000 Professional Services	50.00	56664	09/19/25
07565	W B MASON CO INC	08/26/25	Park St Vacuum 256435034	259-5-30-16-610.000 General Supplies	424.58	56692	09/19/25
07565	W B MASON CO INC	08/27/25	RK Laminating Sheets 256469540	259-5-30-15-610.000 General Supplies	26.69	56692	09/19/25
Report Total					1719625.97	=====	

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 \$ *1,719,625.97
Let this be your order for the payments of these amounts.



FOR IMMEDIATE RELEASE

Contact:
Ashley Snellenberger
Communications & Strategic Initiatives Director
City of Essex Junction
asnellenberger@essexjunction.org
Office: 802-878-6944
Cell: 479-857-4361

JOIN US FOR MEET ME ON MAIN!

ESSEX JUNCTION, Vt. (September 12, 2025)— This fall, Main Street is turning into a car-free celebration. Meet Me On Main brings neighbors together for food, music, shopping, and family fun—all topped off with an outdoor movie under the stars.

Every Saturday evening from September 20 through October 11, Main Street will be closed to traffic and transformed into a community gathering place filled with local flavor and festive spirit. Events run 4–7 PM, followed by a family-friendly movie at 7 PM.

To ensure a festive atmosphere, Main Street will be closed from the Five Corners to the crosswalk at Railroad Avenue beginning at 1 PM, allowing families and friends to wander freely and enjoy everything the event has to offer. The parking lot behind Nest/Yankee Pride Quilts and Railroad Avenue will remain open to accommodate visitors.

Each weekend will feature a variety of musical performances, movies, and other activities that will rotate on a weekly basis.

September 20

- Stage Line-up
 - 4:15-5 PM: Marko the Magician
 - Mystifying, hilarious, unforgettable entertainment
 - 5:15-5:45 PM: Mark Shelton as Elvis
 - The King lives on! See the hip shaking in action
 - 6-7 PM: Music by Swell
 - Acoustic trio with a chill vibe, music you know.
- Food Vendors
 - El Gato, Mexi-Cuban Cravings, Firebird, Nest, China Garden, Mediterranean Mix, and 520 BBQ & Grill.
- Artisans & Makers
 - JLL Glassworks, Red Shutter Art, Amy Hayes, Scaredy Cat Arts, Todd Logan's Paper Mache, Belle Rose Organic Body, Little Jordy's, Ana Designs, Maple State Guitars, Brownell Library, Green Mountain Henna Designs, Girl Scout Troop 61845 & more!
- Movie: The Wild Robot

September 27

- The City Offices at 2 Lincoln Street will host an Open House, where the public can tour the renovated building.
- The Connect the Junction Project will host an open house to gather feedback on the project.

MEET ME ON MAIN - 3

- The Rebranding Committee will be seeking feedback on design ideas for the City logo.
- The City Clerk will provide election information.
- Stage Line-Up
 - 4:15-5 PM: Rob Crites, Circus Performer
 - Big laughs, bigger tricks, and biggest stilts.
 - 5:15-5:45 PM: Play Bingo!
 - Good times and great prizes, fun for all ages.
 - 6-7 PM: Music by Laura Rasco
 - Sing along to your favorite acoustic tunes.
- Movie: Lilo And Stitch
- Food vendors, artisans, and makers will be announced each week.

October 4

- Stage Line-up
 - 4:15-5 PM: Alyx the Magician
 - Comedy, charm, mind-blowing enchantment
 - 5:15-5:45 PM: TBA
 - 6-7 PM: TBA
- Movie: A Minecraft Movie
- Food vendors, artisans, and makers will be announced each week.

October 11

- Stage Line-up

MEET ME ON MAIN - 4

- 4:15-5 PM: Troy Wunderle, Circus Performer
 - Dazzling tricks spectacle.
- 5:15-5:45 PM: Rebecca Padula & Ukulele Clare
 - Big voice, strings that sing.
- 6-7 PM: Music by Kyle Stevens
 - Catchy tunes and smooth vocals.
- Movie: Ghostbusters
- Food vendors, artisans, and makers will be announced each week.

Whether you're craving hometown favorites or something new, you'll find it here. Explore a diverse array of food vendors that will change weekly, offering a unique culinary experience each time you visit.

Enjoy three live performances at each event, including music, magic, and circus acts. Performers will rotate weekly, so no two weekends will be the same.

Support local artisans as they showcase their handmade creations. Artisans will rotate weekly, so you'll find unique treasures to take home each week, while supporting our creative community!

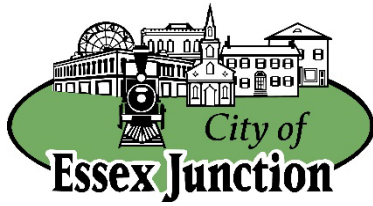
Kids can look forward to exciting crafts and activities, keeping them entertained while parents soak in the festive spirit. Hands-on projects, engaging games, and family-friendly entertainment will be available throughout the event.

Meet Me On Main! is not just an event—it's a celebration of our community and a reminder that Main Street belongs to all of us. Mark your calendars, gather your family and friends, and

MEET ME ON MAIN - 5

join us for Saturdays filled with food, music, art, crafts, and fantastic films. For more information about the events, visit www.EJRP.org.

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FOR IMMEDIATE RELEASE

Contact:
Ashley Snellenberger
Communications & Strategic Initiatives Director
City of Essex Junction
asnellenberger@essexjunction.org
Office: 802-878-6944
Cell: 479-857-4361

JOIN US FOR THE UPCOMING CONNECT THE JUNCTION OPEN HOUSE

ESSEX JUNCTION, Vt. (September 22, 2025)– The City is inviting residents to participate in the Connect the Junction Transit-Oriented Development (TOD) Draft Master Plan in-person Open House on Saturday, September 27, from 4-7 PM at the Meet Me on Main event. The Open House is an opportunity for community members to provide valuable feedback and learn more about project information related to the plan.

The Connect the Junction Plan is designed to enhance the vibrancy of our community by activating streets for people, improving road safety for all users, and updating zoning regulations to enable more housing options in convenient, connected locations.

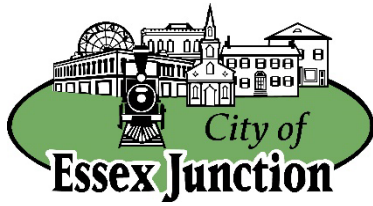
"Community input is crucial to the success of this plan," said Chris Yuen, Community Development Director. "We encourage everyone to attend the Open House to share their thoughts and engage with the project team."

CONNECT THE JUNCTION OPEN HOUSE - 2

For those unable to attend the event, a mobile-friendly online survey is available for feedback at www.surveymonkey.com/r/7GJB3GP. The survey will remain open until October 5, allowing residents to voice their opinions and contribute to shaping the future of their community.

Join us in creating a more accessible and connected community! For further information about the Open House or the Draft Plan, visit the Connect the Junction website at ConnectTheJunction.org.

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FOR IMMEDIATE RELEASE

Contact:
Ashley Snellenberger
Communications & Strategic Initiatives Director
City of Essex Junction
asnellenberger@essexjunction.org
Office: 802-878-6944
Cell: 479-857-4361

CITY LAUNCHES COMMUNITY-DRIVEN REBRANDING INITIATIVE TO SHAPE ITS IDENTITY

ESSEX JUNCTION, Vt. (September 18, 2025)– The City of Essex Junction is embarking on an exciting journey to rebrand itself, aiming to create a visual identity and message that represents the vibrant community of Essex Junction today, and is looking for the community's help with this process.

Our current logo has represented the City for over 20 years, but does not fully tell the story of Essex Junction today. The Rebranding Committee, consisting of City staff, a City Council member, and community residents, is collaborating with Place Creative Company to create a new identity for Essex Junction. This initiative goes beyond just updating colors and fonts. The new identity aims to be more inclusive and better represent the Vermonters who live, work, and play here.

By bringing these narratives to the forefront, the committee hopes to strengthen the City's identity, making it a place that residents and businesses are proud to call home, and fostering a stronger sense of belonging within the community.

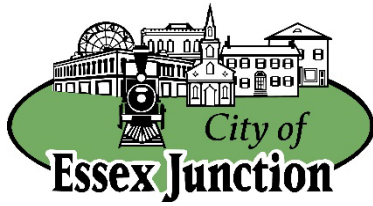
As Essex Junction moves into this exciting new chapter, the community is invited to share their thoughts and participate in the rebranding discussion. On Saturday, September 20, the City will launch a 6-minute survey to help us understand what makes Essex Junction feel like “home” to residents and businesses, and what represents our community. The survey can be found here: <https://form.typeform.com/to/ZyYLilin>.

The Rebranding Committee will also be at Meet Me on Main on Saturday, September 20, and Saturday, September 27, where they will gather feedback on some of the survey questions.

This feedback will guide the design of a thoughtful new logo and identity rooted in the community. The survey will be available until October 5. Those who participate in the survey can be entered to win one of five \$50 gift cards to Hannaford Supermarket. Thank you to Weston & Sampson for their generous donation toward the gift cards.

For more information about the Rebranding Initiative, please visit the City's rebranding webpage www.essexjunction.org/news/rebranding-2025 or contact Ashley Snellenberger, Communications and Strategic Initiative Director, at asnellenberger@essexjunction.org.

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FOR IMMEDIATE RELEASE

Contact:
Ashley Snellenberger
Communications & Strategic Initiatives Director
City of Essex Junction
asnellenberger@essexjunction.org
Office: 802-878-6944
Cell: 479-857-4361

**CITY TO CELEBRATE COMPLETION OF CITY OFFICE RENOVATIONS WITH
RIBBON-CUTTING CEREMONY**

ESSEX JUNCTION, Vt. (September 15, 2025)– The City of Essex Junction is excited to announce the completion of extensive renovations at the City Offices, located at 2 Lincoln Street. This long-awaited project has transformed the workspace, and the City staff officially returned to the newly updated offices at the end of August.

To celebrate this significant milestone, a ribbon-cutting ceremony is scheduled for Friday, September 26, at 10 AM. City officials invite community members to join in the festivities and view the revitalized office space. Following the ceremony, tours of the building will be offered, allowing attendees to explore the enhanced facilities and learn more about the changes made.

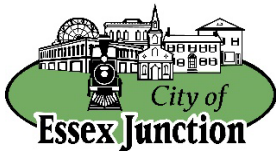
In addition to the Ribbon Cutting, the City will also host an Open House on September 27 from 4:00 PM to 7:00 PM, coinciding with the Meet Me On Main event. This event presents a

EJ CITY OFFICES RIBBON CUTTING - 2

wonderful opportunity for residents to visit the offices at their leisure, engaging with City staff and getting a firsthand look at the improvements made to better serve the community.

Residents are encouraged to mark their calendars and join us in celebrating this achievement! For more information about the event, please contact Ashley Snellenberger, Communications and Strategic Initiatives Director, at asnellenberger@essexjunction.org or 802-878-6944, ext. 1601.

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**CITY OF ESSEX JUNCTION
BOARD of ABATEMENT
BOARD of CIVIL AUTHORITY**

Online & 2 Lincoln St..
Essex Junction, VT 05452
Tuesday, September 2, 2025
6:00 PM

E-mail: clerks@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6944 option 7

This meeting will be in-person at the Essex Junction City Office Meeting Room, 2 Lincoln Street and available remotely. Options to watch or join the meeting remotely:

JOIN ONLINE: Here is the link

<https://us06web.zoom.us/j/83804137909?pwd=5EXX5fVlmbEP5emMTpBybtFSatZwvJ.1>

Meeting ID: 838 0413 7909

Passcode: 249335

BOARD OF CIVIL AUTHORITY

1. **CALL TO ORDER** [6:00 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. Review and Approve minutes of last meeting BCA Meeting (8-4-25)
5. Bi-Annual Checklist Purge Process
6. Review Legislative Districts Process

BOARD OF ABATEMENT

1. **CALL TO ORDER** [6:45 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. Review and Approve minutes of last meeting BCA Meeting (8-04-25)
5. **DELIBERATIVE SESSION**
 - a. Lhamo Nachug & Tenzin Namang, 1 Arbor Terrace. Request to abate penalty charged on late tax payment.

ADJOURN [7:30 PM]

This agenda is available in alternative formats upon request. Meetings of the Board of Civil Authority and Board of Abatement, 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.

Certification: _____

**CITY OF ESSEX JUNCTION
BOARD of CIVIL AUTHORITY
REGULAR MEETING
MINUTES OF MEETING
SEPTEMBER 2, 2025**

BCA MEMBERS PRESENT: Dylan Giambatista (Chair), Jordan Verasamy (Vice-Chair), Kelly Adams, Katie Ballard (remote), Marcus Certa (remote), Raj Chawla (remote), Diane Clemens, Cheri Davis (remote), Tim Miller, Susan McNamara-Hill (Clerk), Brian Shelden, Amber Thibeault (remote), Carmon Verasamy, Elisa Ziglar

STAFF PRESENT: None

MEMEBERS OF THE PUBLIC PRESENT: None

1. CALL TO ORDER

Mr. Giambatista called the meeting to order at 6:03 PM.

2. AGENDA ADDITIONS/ CHANGES

The approval of the minutes from August 4th, 2025, was removed from the agenda.

3. APPROVE AGENDA

No additions, thus no approval required.

4. BI-ANNUAL CHECKLIST PURGE

Ms. McNamara-Hill said that she has compiled a list of 340 names who have not voted in the last two elections. This list was sent to all members. Ms. McNamara-Hill also removed the names from this list of anyone who is still a property owner in Essex Junction. She removes names throughout the year of those who sell their homes or who die in Vermont. Challenged voters cannot be removed from the checklist until two general elections have passed. Incarceration does not prevent individuals from voting legally.

ELISA ZIGLAR made a motion, seconded by JORDAN VERASAMY to approve the biannual purge checklist purge process, starting first with authorizing the challenge letters and allowing the Clerk's office to initiate this process. Motion passed 14-0.

Ms. McNamara-Clark will provide an update at the next meeting.

5. REVIEW LEGISLATIVE DISTRICTS PROCESS

Mr. Giambatista explained the process that led to a review of districts as well as issues that have occurred in other parts of the state. Ms. Adams said that it is important for the state to find the root of the problem and said that the system is overly confusing for voters. Mr. Giambatista said that he would be open to sending a letter to the state encouraging consistency. A lack of consistency can also erode trust in the system. Mr. Giambatista said that the state is requesting an audit of districts in each municipality to be completed by October 1st. Ms. McNamara-Hill will prepare a list of bordering streets to ensure consistency with the district lines. Streets will also be chosen randomly to spot check. There is no guidance from the state as to what must be done to review the districts, and this is at the discretion of the individual municipal BCAs and clerks. Mr. Shelden will prepare a computer report to automatically flag potential problems. A subcommittee with Mr. Shelden, Mr. Giambatista, Ms. Ballard, Ms. Ziglar and Ms. Adams was established to assist Ms. McNamara-Hill. She will provide the audit information by September 15 to the subcommittee.

JORDAN VERASAMY made a motion, seconded by CARMON VERASAMY, to authorize the Clerk to proceed with the audit process by the state deadline of September 15th, in consultation if needed by the BCA subcommittee. Motion passed 14-0.

6. ADJOURNMENT

KELLY ADAMS made a motion, seconded by JORDAN VERASAMY to adjourn the meeting. Motion passed 14-0. Meeting adjourned at 7:03 PM.

Respectfully Submitted,
Darby Mayville
Recording Secretary

**CITY OF ESSEX JUNCTION
BOARD of ABATEMENT
REGULAR MEETING
MINUTES OF MEETING
SEPTEMBER 2, 2025**

BCA MEMBERS PRESENT: Dylan Giambatista (Chair), Jordan Verasamy (Vice-Chair), Kelly Adams, Katie Ballard (remote), Marcus Certa (remote), Raj Chawla (remote), Diane Clemens, Cheri Davis (remote), Tim Miller, Susan McNamara-Hill (Clerk), Brian Shelden, Amber Thibeault (remote), Carmon Verasamy, Elisa Ziglar

STAFF PRESENT: None

MEMEBERS OF THE PUBLIC PRESENT: None

1. CALL TO ORDER

Mr. Giambatista called the meeting to order at 7:03 PM.

2. AGENDA ADDITIONS/ CHANGES

The approval of the minutes from August 4th, 2025, was removed from the agenda.

3. APPROVE AGENDA

No additions, thus no approval required.

4. DELIBEATIVE SESSION

a. Lhamo Nachug & Tenzin Namang, 1 Arbor Terrace. Request to abate penalty charged on late tax payment

JORDAN VERASAMY made a motion, seconded by ELISA ZIGLAR, to enter into Deliberative Session. Motion passed 14-0.

JORDAN VERASAMY made a motion, seconded by CARMON VERASAMY, to exit Deliberative Session. Motion passed 14-0.

5. ADJOURNMENT

KELLY ADAMS made a motion, seconded by JORDAN VERASAMY, to adjourn the meeting. Motion passed 14-0. Meeting adjourned at 8:06 PM.

Respectfully Submitted,
Darby Mayville
Recording Secretary

**CITY OF ESSEX JUNCTION
PLANNING COMMISSION REGULAR MEETING
MINUTES OF MEETING
SEPTEMBER 4, 2025
DRAFT**

PLANNING COMMISSIONERS PRESENT: Elijah Massey, Chair; Diane Clemens, Vice-Chair; Finn Hamilton (non-voting member); Elena Juodisius; Kirstie Paschall

ADMINISTRATION: Chris Yuen, Community Development Director

OTHERS PRESENT: Eve Benen, Bob Braren, Luke Brockmeier, Dorothy Bergendahl, Jeff Frolik, John Gaworecki, Greg Morgan, Lori Watson, Alison Wermer

1. CALL TO ORDER

Mr. Massey called the meeting to order at 6:31 PM.

2. AGENDA ADDITIONS/CHANGES

None.

3. PUBLIC TO BE HEARD

a. Comments from Public on Items Not on Agenda

None.

4. MINUTES

a. August 7, 2025

DIANE CLEMENS made a motion, seconded by ELENA JUODISIUS, to approve the minutes of minutes of August 7, 2025. Motion passed 5-0.

5. BUSINESS ITEMS

a. Amtrak Station Improvements Public Open House and Discussion

Mr. Yuen said that this evening is the public open house on the Amtrak Station Improvements project, and the time for members of the public and the Planning Commission (PC) to share their thoughts on the project. This project begun in 2012 and Mr. Yuen provided information on the project history and public outreach. The City received a three million dollar grant from the federal government for this project. He explained the complexities of ownership of the train station. Mr. Braren, of Michael Baker International (MBI) Consultants, introduced himself as the local project manager. He described the project design and noted that protected covered access is located around the building, which is as close to what was previously modeled as possible. Mr. Yuen said that the crosswalks are located as close as possible to the bus stops. Additional lighting will be installed; however a lighting plan is not yet available.

Ms. Watson, of MBI Consultants, said that she is looking for input regarding the canopy and covered areas, crosswalk location, parking changes and bike rack/shelter locations. She said that a survey is available to provide input. She requested that the public categorize improvements as being more for safety or more for comfort/ease of use. Ms. Bergendahl discussed concerns about busses blocking the lane of travel, and asked if this design would take care of this problem. Mr. Braren answered affirmatively. Mr. Gaworecki said that he is the station caretaker, and asked if work would be conducted inside of the station. He said that this is a very busy station and that recent changes in other parts of the building have made it

so that the waiting area could be expanded. Mr. Gaworecki detailed the space constraints of the current waiting area. Mr. Morgan said that he hopes that the station is being designed for higher potential use (futureproofing) in anticipation of the Montreal connection returning. Answering a question from Mr. Yuen, Mr. Braren said that nothing with this proposed design will prevent future changes to the building. Ms. Juodisius. said that she wants to ensure that there is access to the accessible spaces from the sidewalk and an appropriate setup for drop offs and pickups of passengers. Ms. Wermer asked for clarification on the ownership structure of the building, which was given. The appearance of the former ATM vestibule may be changed with this project if funding permits but changes are not include in the current plans. Ms. Wermer asked if ordinances are in place to ensure that no loitering will occur around the station. Mr. Yuen said that all City ordinances will apply to the area. Ms. Paschall asked if there is overlap between the Connect the Junction Project. Mr. Yuen said that the plan suggests using Railroad Avenue as an events space which could be done after the station is renovated. Potential additional projects were discussed, which include removal of the vestibule, improvements to the interior waiting space, lighting improvements and expanding the sidewalk to accommodate both accessible parking spaces. Mr. Yuen said that the City has installed two bike racks across the street from the station and said that the City also owns ten bike lockers on the Crescent Connector. Ms. Juodisius spoke of the need for sheltered and secured bike parking.

Ms. Baker said that the survey will be live until October 4th. Paper copies will also be available. A tabling event will be held during the Meet Me on Main event. The Environmental Review and Historic Preservation Report will be conducted this fall. Access to the site will be restricted during construction.

b. Continued discussion of Revised Design Alternative for Pearl Street between Susie Wilson Rd and West St Extension

Mr. Yuen said that he has heard comments from nearby residents many of whom are ambivalent about the existing median. He said that transit passengers were happy with the new proposed bus stop and able to access better service. Mr. Massey asked if the project team considered narrowing the eastbound lanes to be able to add additional bus stops. He said that the current proposal can be confusing for bike traffic. Mr. Yuen said that further narrowing of the eastbound lanes would have cost implications and may impact transit management during CVE events. He also that while adding one eastbound bus stop would improve transit access, adding too many may result in slower service for all.

Mr. Yuen said that an additional design alternative could be requested from consultant Stantec. This was not desired by the PC. As the project is currently drawn, the busses would temporarily occupy the bike lane when stopping. Mr. Yuen said that the largest improvement for cyclists is the shared use path. He will share all comments with Stantec. The scoping study will be finalized later this year and will need to be adopted by the City Council. Capital funds are allocated for this project.

c. Update on Connect the Junction Project Public Engagement

Mr. Yuen said that staff has been publicizing Connect the Junction at a variety of public events, as well as targeted ice-cream socials. The online open house is up and running, and he said that the previous technical difficulties have been worked out. The in-person open house will be on September 27th and focus groups will be soon. Developers will be engaged throughout the project. Ms. Clemens described technical difficulties she encountered while taking the survey. Future public engagement is planned for this project. The report is expected to be completed by the end of this year.

6. MEMBERS UPDATES

Ms. Clemens said that she will be sending a link to the Great Energy Times magazine to all members. She suggested that future collaborative work with the Essex Energy Committee occur. She signed up for Municipal Day on October 17 and encouraged others to do the same.

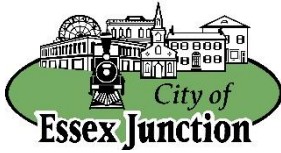
7. STAFF UPDATES

Mr. Yuen said that Essex Junction recently received a design grant from the Vermont Arts Council. The design grant often leads to further funds for project implementation.

8. ADJOURNMENT

ELENA JUODISIUS made a motion, seconded by DIANE CLEMENS, to adjourn. Meeting adjourned 8:26 PM.

Respectfully submitted,
Darby Mayville



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

*Online & 2 Lincoln St
Essex Junction, VT 05452
Thursday, September 11th
2025, 7:00 PM*

E-mail: mgiguere@essexjunction.org

www.essexjunction.org

Phone: 802-878-6944, ext. 1625

1. CALL TO ORDER

[7:00 PM]

- a. John O'Brien called the meeting to order at 7:00 PM.
- b. Members Present:
 - John O'Brien (chair), Lauren Philbrook, David Achee, Daniel Liguori, Russ Miller-Johnson (attended remotely)
- c. Public Present
 - Chris Yuen (Community Development Director), Jack Evans (Local Motion), Andrew Boutin (Member of the Public), Elena (Member of the Public, attended remotely)

2. AGENDA ADDITIONS/CHANGES

- a. Chris Yuen added the following items:
 - Business Items: A discussion on the committee's desired future projects for the current funding cycle and a review of bike parking progress.
 - Staff Updates: An update on the Pearl Street pedestrian crossing scoping study and the Regional Safety Action Plan.
- b. John O'Brien added the following item:
 - Business Items: A discussion on possible public outdoor bathroom facilities.

3. MINUTES FOR APPROVAL

- a. August 14th, 2025
 - A motion was made by David Achee to approve the minutes from August 14th, 2025, seconded by Daniel Liguori. The vote was unanimous (5-0) in favor.

4. PUBLIC TO BE HEARD

- a. Andrew Boutin: A resident of Cascade Street, Mr. Boutin raised the need for more public restrooms in the city. He suggested locations near Cascade Park and along Dunbar Drive. He proposed that the city could partner with local businesses to offer facilities and that all publicly available restrooms should be added to the official city bike map.
- b. Jack Evans: Mr. Evans announced a public open house for the Town of Essex's Keystone Trail and Method Transportation Plan projects. The event is scheduled for Tuesday, September 30th, from 5:30 PM to 7:00 PM at the middle school. He encouraged committee members to attend to discuss regional connectivity and collaboration.

5. BUSINESS ITEMS

a. Public Restroom Facilities

- The committee discussed the public comment regarding restrooms. There was consensus that adding locations of existing public and business-provided restrooms to the bike map would be a valuable and achievable first step. Members identified a need for facilities in the northern part of the city, near the Tree Farm soccer complex, and at a future revamped Stevens Park. The primary challenges discussed were the operational costs and maintenance liabilities associated with public facilities. The committee decided to prioritize mapping existing locations and revisit the possibility of recommending new seasonal facilities in the spring.

b. Bike Parking

- The committee reviewed the current state of bike parking. Members noted that recently installed racks are seeing high usage. Chris Yuen reported that Public Works has an inventory of older bike racks that can be installed. The committee identified several gaps in the network, including the Tree Farm, the commercial plaza on Pearl Street containing a Subway, and near the Lincoln Inn. The racks at the library were noted as being non-permanent, which has both benefits (movability for winter) and drawbacks (less secure). Lauren Philbrook volunteered to audit the Tree Farm area for potential installation locations.

c. Future Projects & Funding

- The committee brainstormed projects for its annual \$10,000 budget. Key ideas included:
 - **Rectangular Rapid Flashing Beacon (RRFB)**
 - Continuing the annual tradition of installing one RRFB, with the crossing at Central Street and Lincoln Street being a strong candidate based on a prior rubric score.
 - **Community Bike Ride**
 - Organizing an educational and community-building bike ride in May to align with National Bike Month. The event would aim to raise awareness, gather public feedback, and could include food and promotional materials to increase participation.
 - **Safe Routes to School**
 - Exploring a "bike bus" or structured walking program for Hiawatha Elementary. The committee acknowledged that such a program requires a dedicated parent champion but agreed to begin gauging interest with the PTO and other parent groups for a potential rollout next year.

6. MEMBERS UPDATES

a. Annual Summary for City Council

- John O'Brien reported on his recent presentation to the City Council. He shared the committee's accomplishments from the past year and advocated for an increased role in the city's traffic calming policy, including a potential budget increase for pilot projects. He noted that the Council was receptive to the ideas presented.

7. STAFF UPDATES

a. Pearl Street Multimodal Improvements Scoping Study

- The project is currently with the consultants following recent public engagement events. Feedback from residents in apartment buildings along Pearl Street indicated that a slight majority were either fine with or preferred keeping the central median for safety reasons. The final report is expected by the end of the year.

b. Pearl Street Pedestrian Crossing Study

- A new scoping project will assess the feasibility of adding a pedestrian crossing on Pearl Street between West Street Extension and the CVE. The primary goal is to improve safety and accessibility for transit riders who need to cross the street to catch the bus.

c. Traffic Calming Policy Update

- The City Council has reviewed the latest draft and supports moving it forward. Final details are being worked out to address technical concerns from the police department and city engineer and to determine the appropriate level of neighborhood buy-in required for projects.

d. Amtrak Station Updates

- A \$3.75 million federal grant will fund renovations to the station. The current design focuses on exterior improvements, including a new canopy and a reconfiguration of Railroad Avenue to improve pedestrian safety. The project does not currently address the undersized interior waiting room, but staff is now exploring a potential future phase to expand it into an adjacent vacant space.

e. Regional Safety Action Plan

- The Chittenden County Regional Planning Commission (CCRPC) has completed a regional study to identify a High Injury Network, which allows member municipalities to apply for federal "Safe Streets for All" funding. The results showed that Essex Junction has very few road segments that qualify, meaning the city will likely be unable to access this specific funding source. However, the plan's general recommendations can still inform local safety efforts.

8. READING FILE

9. ADJOURN

- a. Lauren Philbrook made a motion to adjourn the meeting at 8:22 PM, seconded by David Achee. The vote passed unanimously (5-0).

City of Essex Junction Governance Committee Meeting Minutes

Thursday, September 11, 2025 @ 6:30 PM

Members present: Bethany Clark, Thomas Coen, Elaine Haney, Deb McAdoo, Gabrielle Smith, Marlon Verasamy

Absent: Steve Eustis, Candace Morgan, Brian Shelden

Staff present: Brad Luck

Members of the public present: None

Chair Steve Eustis was absent and Vice Chair Marlon Verasamy was on the road, so Clerk Elaine Haney called the meeting to order at 6:32 PM.

There were no additions or changes to the agenda. There was no public to be heard.

Deb motioned and Marlon seconded approval of the August 28 meeting minutes. They passed unanimously.

With all the municipal interviews completed the next step is to set up how the committee will obtain public feedback from Essex Junction residents.

There was consensus that the committee will share some recommendations based on our research while also providing several opportunities for residents to make choices about various options, which will be presented along with pros and cons. The committee will also provide explanations for why some options were ruled out.

The committee discussed multiple methods of public engagement. It will be necessary to provide education to explain concepts and context before asking for feedback. There was debate about whether to develop a survey to collect public feedback but it was decided that the topics are too complex for a survey and more robust engagement is needed.

The committee agreed that a public forum that includes real time polling and feedback collection would be preferable. Such a forum could also be recorded and people who can't attend could watch it and provide feedback afterwards. The city manager's public access show would also be a good place to provide the education needed, as well as the upcoming Meet Me on Main events, where committee members could solicit feedback in person. A question arose about whether there were funds to help in this process and to possibly develop a print piece.

The committee reviewed the timeline, ending with Town Meeting Day on April 7, 2026. Some of the topics being discussed may require charter changes, and they could be ready for voters by that time. But others may require more substantial public engagement and might not be able to be decided on Town Meeting Day 2026.

The committee also worked to prioritize the topics that would benefit from public feedback, which could be grouped together, and which could be recommended by the committee based on the research. The committee will continue this conversation when more members are able to be present. Some preliminary considerations and decisions include:

- There is consensus about removing the strong mayor form of government from the discussion as well as removing the option for having only 3 city councilors.
- Discussion about term limits and term length revealed some nuance that may require consultation with certain committees like the Planning Commission and Design Review Board.
- There was conversation about councilor compensation and the need for better communication about the requirements of the job.
- The topics of elections and neighborhood assemblies are intertwined and require a more robust conversation.
- The committee will recommend that a charter review committee be established with a regular timeline.
- The committee will recommend that the election of the leader of the elected body continue to be the responsibility of the City Council.

Considering the tight timeline, the committee decided to establish an ad hoc subcommittee tasked with developing the public engagement process. This subcommittee will meet before the next full committee meeting. Bethany, Deb, and Gabrielle volunteered to do this work and Brad will also participate. The group is looking for 1 more volunteer.

The next meeting is Thursday, September 25, 2025 at 6:30 PM.

Deb moved and Gabrielle seconded to adjourn, which passed unanimously. Elaine adjourned the meeting at 7:59 PM.