

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

Online & 2 Lincoln St.
Essex Junction, VT 05452
Wednesday, April 29, 2026
6:30 PM

E-mail: admin@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6944

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

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

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
 - a. Comments from Public
5. **PUBLIC HEARING**
 - a. Large User Water Rate Setting Public Hearing
6. **RECOGNITION**
 - a. Resolution of Appreciation for Elaine Haney
 - b. Resolution of Appreciation for Marcus Certa
7. **BUSINESS ITEMS**
 - a. Discussion and Consideration of FY27 Enterprise Fund, Water, Wastewater, Sanitation, and Stormwater Rates [5 Minutes]
 - b. Finance Department Head Brief to Council including Capital Review Committee Update [10 Minutes]
 - c. Discussion and Consideration of Rebranding Initiative – City Entry Signs and Rollout Timeline [10 Minutes]
 - d. Discussion and Consideration of the Railroad and Main Streets Kiosk [5 Minutes]
 - e. Discussion of Traffic Calming Policy and Update [5 Minutes]
 - f. Discussion and Consideration of Park Street Complete Street Improvements – Public Engagement Results, Parking Data, and Alternative Selection [20 Minutes]
8. **CONSENT ITEMS**
 - a. Approve Meeting Minutes: 4/15/2026
 - b. Acting as the Liquor Control Commission – Approve Liquor/Tobacco Licenses
 - c. Acting as the Cannabis Control Commission – Approve Tier 1 Cannabis Manufacturer License Renewal – TrichomeVT
 - d. Approve the 2026 Resurfacing Projects Bid Award
 - e. Approve Funding for 5th Annual Substance Use Addiction Summit with Opioid Settlement Funds
 - f. Approve VTrans Electric Vehicle Fast Charging – Site Host Opportunity
9. **COUNCIL MEMBER COMMENTS & CITY MANAGER REPORT**
10. **READING FILE**
 - a. Check Warrant # 24116 4/17/2026
 - b. City of Essex Junction annual Meeting 2026 Election Results
 - c. Chittenden County Regional Plan Second Public Hearing Notice and Information

- d. Bike Walk Advisory Committee Minutes 4/13/26
- e. Development Review Board Minutes 4/16/26
- f. Police Community Advisory Board Minutes 4/21/26
- g. Tree Farm Minutes 4/13/26

11. **EXECUTIVE SESSION**

Not Anticipated

12. **ADJOURN**

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

**Upcoming City Council Meetings
(Meeting Dates are Subject to Change)
(* denotes special meeting or date change)**

May 13, 2026	June 10, 2026
May 27, 2026	June 24, 2026

**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.

FY27 Large Volume Water User Rate Setting

Public Hearing – April 29, 2026

Large Volume Water User Rate Setting Policy

Key Policy Highlights:

- The large volume water user rate is designed for large volume water consumption exceeding an annual daily average of 2.5 million gallons per day. This currently only applies to GlobalFoundries.
- One large user water rate public hearing shall be held by the City Council. The hearing will normally be held with the second Council meeting in May along with normal City Council business. The City utility user rates shall be established at or after the public hearing. This schedule may be modified by the City Council, or their designee based on community needs.

The Large Volume Water User Rate Setting Policy can be found on the City's website

<https://www.essexjunction.org/codes/policies>.

*The Water Fund budget and large volume user rate information, and public hearing notice is provided to current contacts of the identified large volume water users in the City immediately following Council's approval of the enterprise budgets.

City Water Fund Budget Overview

FY27 Water Budget

Approved FY27 Budget	\$2,037,470
Increase from prior year	\$74,552 or 3.8%

Primary Reasons for Increase

1. \$8,760 increase in personnel benefit expense
2. \$17,354 increase in Administrative Fees to the City's General Fund
3. \$50,000 planned increase in contribution to capital reserve

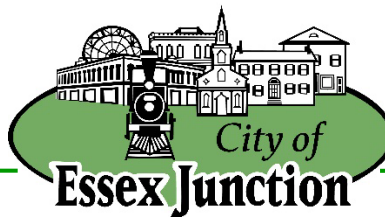
Large Volume Water User Rate

FY27 Proposed Large User Water Rate

Proposed FY27 Rate	\$0.158/1,000 gallons
Decrease from prior year	\$0.009/1,000 gallons or 7.98%

Rate Calculation Explanation:

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



MEMORANDUM

To: City Council; Regina Mahony, City Manager
From: Jess Morris, Finance Director
Meeting Date: April 29, 2026
Subject: Approve FY27 Utility Rates

Issue

To present the proposed FY27 utility rates for consideration and approval by the Council.

Discussion

In order to fund the FY27 Water, WWTF, Sanitation, and Stormwater Fund budgets approved by the City Council on March 25, 2026, staff recommends the City utility rates be set as follows:

Rate:	FY27 Rate:
Water Usage Rate	\$0.0320 / cubic foot
Water Annual Fixed Charge	\$183.44 / year
Wastewater Treatment Usage Rate	\$0.0170 / cubic foot
Wastewater Treatment Annual Fixed Charge	\$178.49 / year
Sanitation Usage Rate	\$0.0100 / cubic foot
Sanitation Annual Fixed Charge	\$168.83 / year
Large Water User Rate	\$0.158 / 1,000 gallons
Wastewater Treatment Wholesale Rate	\$4.315 / 1,000 gallons
Stormwater Equivalent Residential Unit Rate	\$88.91 / ERU / year

Cost

The combined cost to the City resident using 120 gallons per day will increase by 7.64% or \$62.13 per year. The large user rate will decrease by \$0.009 or 7.98%. The wastewater treatment wholesale rate will decrease by \$0.0117 or 0.3%. The stormwater rate will increase by \$34.59 or 63.7% per ERU per year.

Recommendation

Staff recommends that the City Council adopt the FY27 utility rates as presented.

Recommended Motion

I move that the City Council approve the FY27 utility rates for Water, Wastewater, Sanitation and Stormwater as presented.

Memo

To: City Council

From: Jess Morris, Finance Director

Meeting Date: April 29, 2026

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.)

- FY25 audit completed earlier than prior year audits with no findings
- Successful State of VT Agency of Transportation program grant monitoring review which confirmed us to be in full compliance
- Continued process improvement in grants management with staff across all City departments
- Hired in October, and continue to train, new AR Coordinator who is also already cross training on various payroll functions (way ahead of schedule or expectation!!)
- Completed setup and first billings for Stormwater fund, and developed a process for annual account review which will be the base for rate setting during the budget process going forward
- Completed electronic time tracking (ClickTime) for all staff, including real time access to leave time balances
- Continue to work through new qualified overtime rules that started in 2025 and determining how to implement reliable tracking to ensure accurate year end reporting
- Accomplished our goal of having Enterprise budgets prepared in conjunction with the General Fund budgets which is nearly two months earlier than prior years
- VTGFOA (Government Finance Officers Association) board and volunteers hosted a very successful NESGFOA fall conference at Jay Peak – well attended event with great speakers and information presented, provided excellent opportunity to network with colleagues from across the region
- Capital Committee
 - Re-ranked a few existing projects and updated cost estimates for all projects
 - Received information and ranked new project for Main St Shared Use Path
 - Made recommendations to Staff and Council for FY27 capital budgeting process

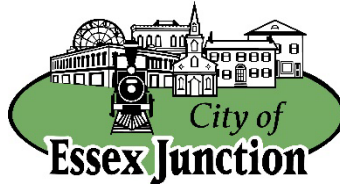
Six-Month Department Look Ahead (celebrations, accomplishments, mistakes, challenges, staff, volunteers, community members, partnerships, budgets, programs, initiatives, efforts, etc.)

- Continue implementation of budgeting software, Questica, for the annual operating budgets and begin exploring capital planning functionality

- Continue working through policy updates to ensure compliance with State/Federal regulations and recommended best practice
- Cross training within the department and continue documenting procedures for department tasks
- Perform fixed asset inventory and input all data to NEMRC (currently being tracked in spreadsheets)
- Comprehensive update to key control document for FY26 audit
- Capital Committee
 - Continue to review and adjust existing project rankings and timelines as necessary
 - Continue to coordinate joint meetings with other City committees that have an interest in various capital projects
 - Potential review and input on existing sidewalk policy

Anything you think the Council should know

- The past year brought about several more changes in rules and regulations which the team has had to adjust quickly to, from Federal overtime rules to changes in year-end compensated absence calculations. These can take an incredible amount of time and effort to interpret and implement new practices for. This, along with recruiting and training another new team member, has certainly slowed our progress on some goals, but we have also seen good progress in other areas that weren't planned this year. I have complete confidence that our team will continue to tackle the planned and unplanned tasks with diligence (and some humor too)!



Memo

To: Essex Junction City Council
From: Ashley Snellenberger, Communications & Strategic Initiatives Director
Meeting Date: April 29, 2026
Agenda Item: Signage Design and Rollout Timeline

Issue: Place has developed five sign options for the Council to review. The Rebranding Committee has reviewed these options and is suggesting the Council move forward with Option A for the entrance signage design.



Discussion: In the packet, you will find designs for the five entrance signs (labeled 1A) and additional municipal signage (labeled 1B). The Rebranding Committee felt that option A was the most readable sign and that the logo stood out more prominently. This option also aligns well with other branded items previously reviewed, such as banners. Department Heads were also consulted, and the majority selected option A.

The new sign designs do not include the organization panel found on our current city entrance signs. The Communications Director would like the Council's guidance on whether to include this panel. The Communications Director recommends leaving it off, due to the need to update signs when organizations no longer exist (e.g., the farmers' market), the low visibility of these logos, and concerns about perceived favoritism toward certain organizations.

The final Council input needed on the rebranding effort is on the entrance sign design and whether to include the organizational panel.

The following information is for the Council's awareness on next steps.

OTHER ITEMS TO FINALIZE:

The style guide is very close to being finalized. The City has asked Place to add truck decal designs and employee uniform designs (hats and shirts) to the style guide. The decals will be on white, red, and yellow trucks/equipment, and Place is creating designs that will work against all three background colors. Our personnel regulations also require uniforms to be black, gray, or navy blue, so they are creating

designs that work on those colors for shirts and hats. We are also differentiating these designs from the t-shirt and hat designs already created, so we can have designs for staff and for the public.

The Committee and Department Heads have also been reviewing the templates that Place has created. We have two more items to review before these items are finalized.

ROLLOUT TIMELINE

I have been working with Place on a timeline to send all the design files and complete their portion of the project. That date is tentatively set for May 22, but is dependent on changes to templates still being finalized. Once I have the files, I will obtain quotes for signage, banners, truck decals, employee merchandise (t-shirts, hats, totes), stationery, and other branded materials such as tablecloths and nametags.

Beginning June 1, staff will be educated on the new logo and will begin changing out the logo and using the new templates moving forward. As a reminder, employees of the Public Works and Waste Resource Recovery Departments have the next three years to replace their uniforms with the new logo. They also have a uniform allowance up to \$675 per year.

The goal is to have the new logo in place everywhere by July 1, 2026. I would also like to plan an entrance sign unveiling on Pearl Street around this date.

Cost: None

Recommendation: The Rebranding Committee recommends that the Council approve option A for the entrance signs; and Staff is seeking direction on the organization panel.

Recommended Motion: "I move that the City Council approve Option A for the city entrance sign design."

Attachments: City of Essex Junction Signage

CITY OF ESSEX JUNCTION

SIGNAGE

ROUND 1 | MARCH 5, 2026

SIGNAGE DESIGN

CONCEPT A

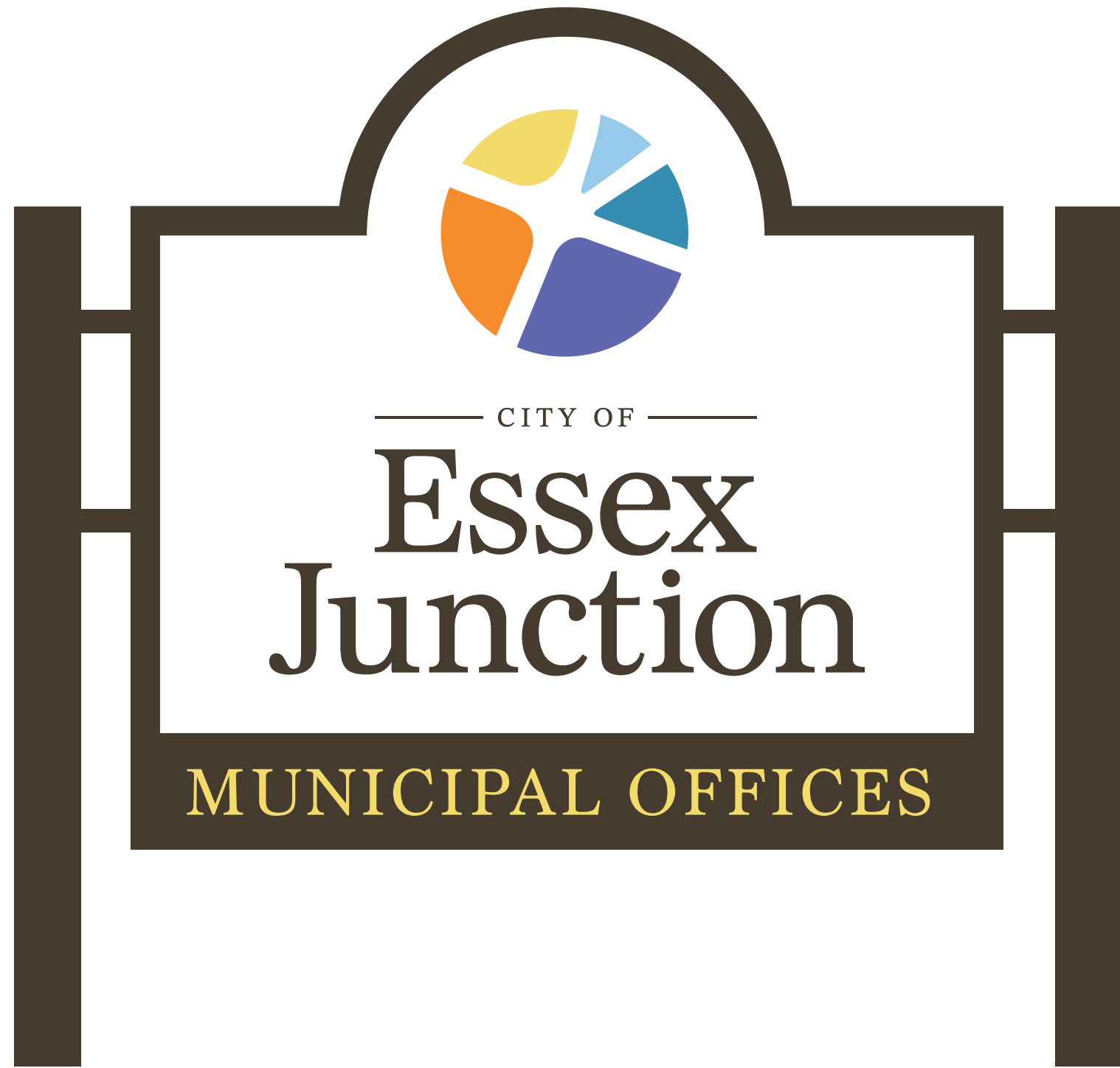




SIGNAGE DESIGN

CONCEPT B

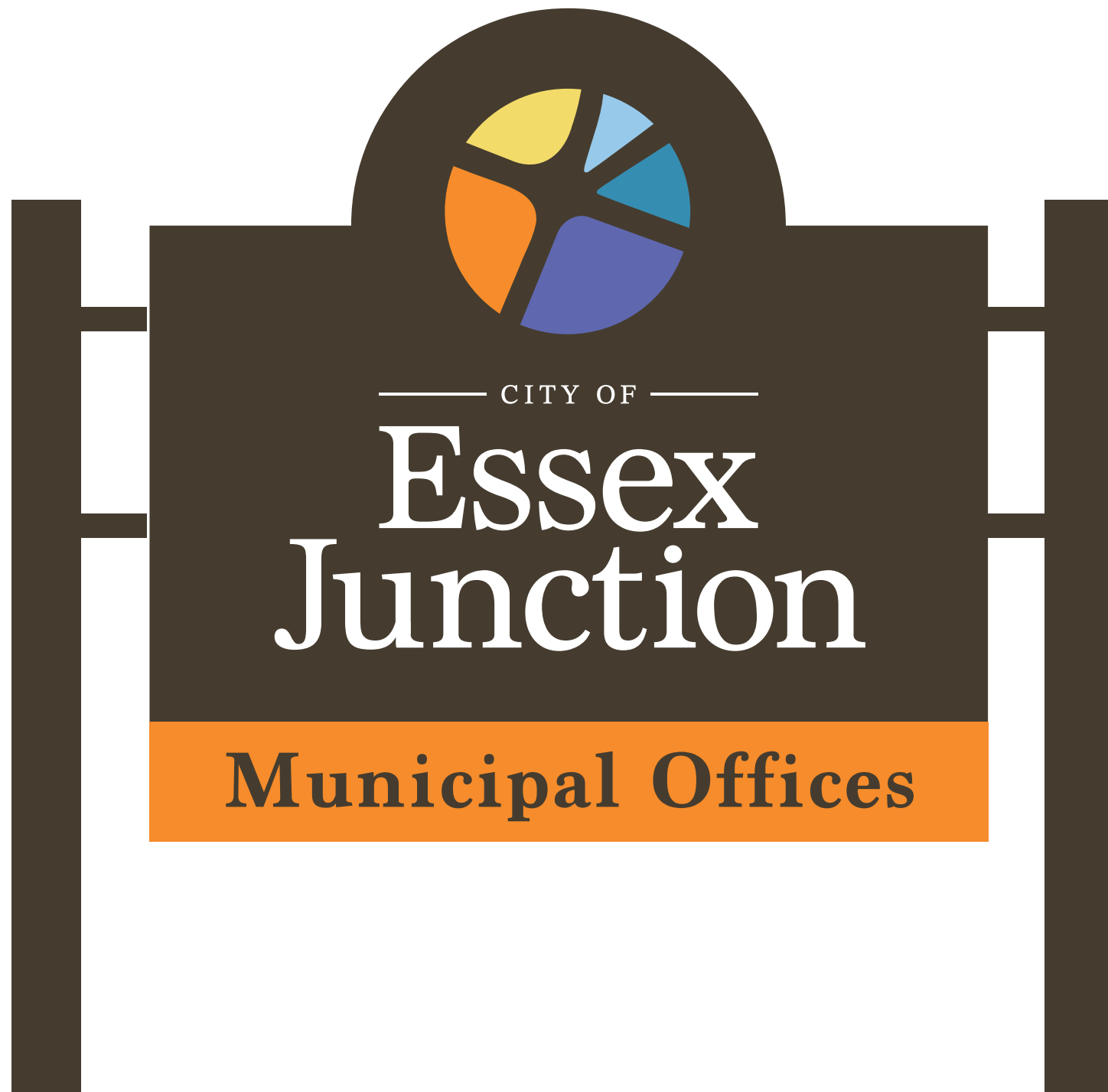




SIGNAGE DESIGN

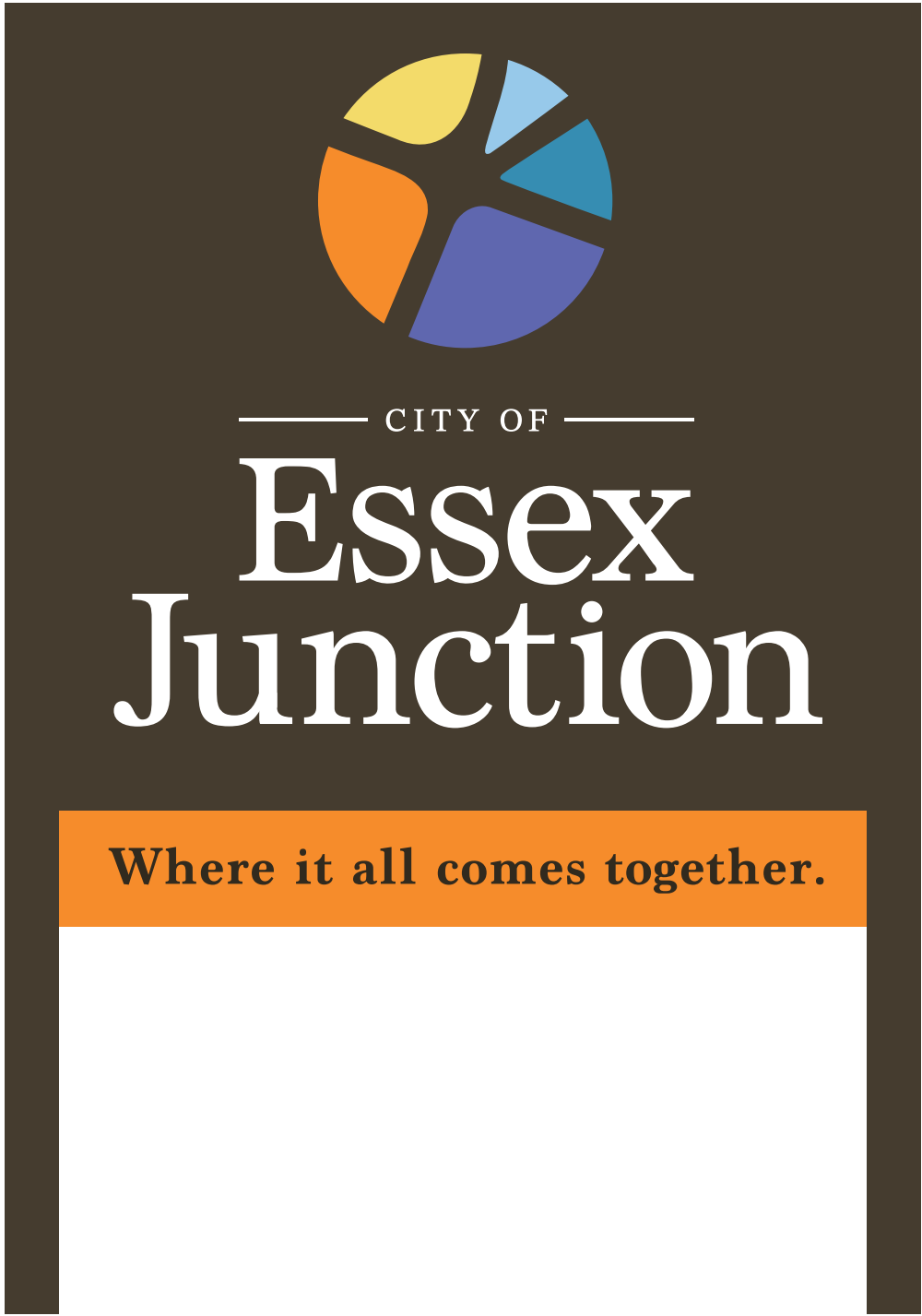
CONCEPT C

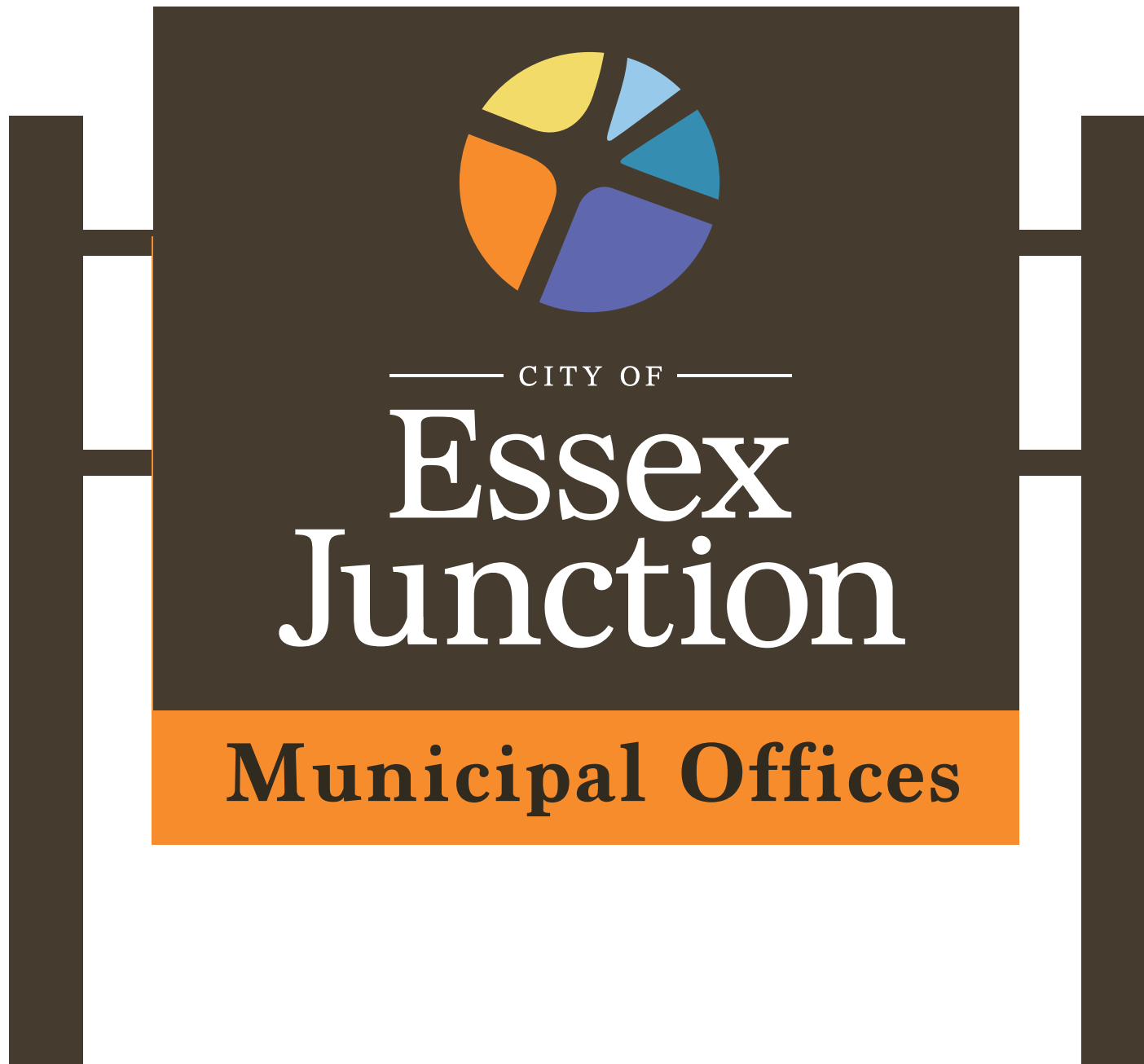




SIGNAGE DESIGN

CONCEPT D



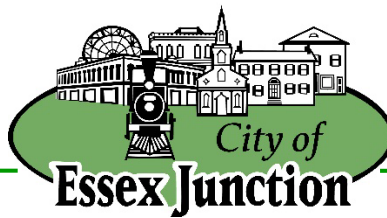


SIGNAGE DESIGN

CONCEPT E







MEMORANDUM

To: City Council and City Manager, Regina Mahony

From: Joanne Pfaff

Date: April 29, 2026

Subject: Update Regarding the Sign Kiosk at the Corner of Railroad Street and Main Street

Issue: This memo provides an update to the Council on the progress of the sign replacement at the corner of Railroad Street and Main Street.

Discussion: In January, CCRPC started revising the text, photos, and French translations for panels A and C on the kiosk's north side, using materials provided by the City, and finalized updates to the City map and legend on panel B. They are now adding the final details to the Lake Champlain Byway panels A, B, C, and D on the south side of the kiosk.

With our rebranding effort in the final stages and our logo complete, we are seeking the council's input on next steps for the top section of the sign that once housed the clocks. Options include:

1. Replace the clocks and logo decal and keep the rest of the sign as is.
2. Replace the clocks and logo decal and repaint the entire sign with the new colors.
3. Cover the hole where the clocks once were with a printed metal plate of the new City logo, remove the old logo decal and replace with "City of" and repaint the entire sign with the new colors.
4. Remove the entire top section of the sign

Cost

The projected costs are estimated to be:

Printing to replace north and south panels only - \$1116.63 to \$2700

Replacing the clocks and removing the logo decal only - \$2425 plus delivery and installation for 2 clocks

Replacing the hole where the clocks once were with a printed metal plate of the new City logo - \$800 plus installation

Translation into French of each panel - \$200

Additional costs for repainting the whole sign to match our new rebranding colors and printing new decals

Recommendation

Staff recommends replacing the top section of the sign with the new City logo and repainting the sign for cost containment purposes, but if the Council prefers to replace the clocks that can be done. The Economic Development Fund can be used to pay for these costs, which could be up to approximately \$6 or \$7,000.

Recommended Motion

If the Council chooses to move forward, here is a proposed motion:

"I move that the City Council authorize the use of the Economic Development Fund in an amount not to exceed \$7,000 for the kiosk replacement project."

Attachments:

Mockups of how the top of the kiosk sign would look with the different options listed.

OPTION 1



OPTION 2

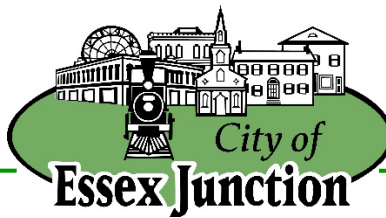


OPTION 3



OPTION 4





MEMORANDUM

To: City Council
From: Christopher Yuen, Community Development Director
Meeting Date: April 29th, 2026
Subject: Traffic Calming Policy Scoring Update

Issue: To present the preliminary scores of all submitted traffic calming requests and discuss its relevance to the Park Street Complete Streets project.

Discussion:

Background

On December 17, 2025, the City Council adopted the Essex Junction Traffic Calming Policy, establishing a formal process through which residents and stakeholders can request physical roadway modifications to address safety concerns. Requests are evaluated using a scoring system that prioritizes locations based on risk, need, and potential safety impact. The full policy can be reviewed here:

<https://www.essexjunction.org/departments/community-development/traffic-calming-request>

Scoring Update

Since the policy's adoption, City Staff have completed desktop analyses for all outstanding speed complaints and traffic calming requests submitted since 2023. Traffic volume data for some locations has been extrapolated from adjacent speed studies conducted by the Essex Junction Police Department between 2023 and 2025, where direct counts were unavailable.

While the current thresholds are intentionally conservative, helping the City focus resources on locations with the greatest potential safety impact, they do filter out several locations that have generated resident concern. Staff anticipate revisiting the scoring thresholds, and potentially the Traffic Calming Manual more broadly in a few years, once the highest-priority locations have been addressed. That review will help ensure the policy remains responsive to community needs over time.

Next Steps

So far, the scoring thresholds have identified seven streets where the addition of traffic calming features are likely to have the strongest impact. Under the Traffic Calming Policy, locations that meet the Step 3 Full Transportation Score threshold move on to a Community Input Meeting — an opportunity for members of the public to share input on neighborhood context, the results of which inform a Final Project Prioritization Score. Staff anticipate scheduling Community Input Meetings for one or more eligible locations this summer as agenda items at a regularly scheduled BWAC meeting.

Relevance to Park Street Complete Streets Project

Notably, the two highest-scoring locations citywide are both situated on Park Street within the Park Street Complete Streets project corridor — the segment from Railroad Street (the Crescent Connector) to River Street. This finding reinforces the need for traffic calming along this corridor and lends additional weight to

the safety benefits that both proposed design alternatives for the Park Street Complete Streets project are intended to provide, including narrowed travel lanes and improved conditions for people walking, biking, and driving.

Cost:

There are no costs associated with this memo. It is for informational purposes only.

Recommendation:

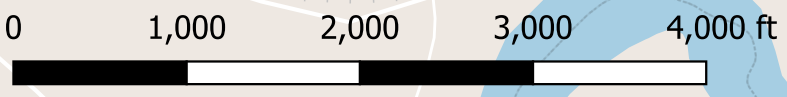
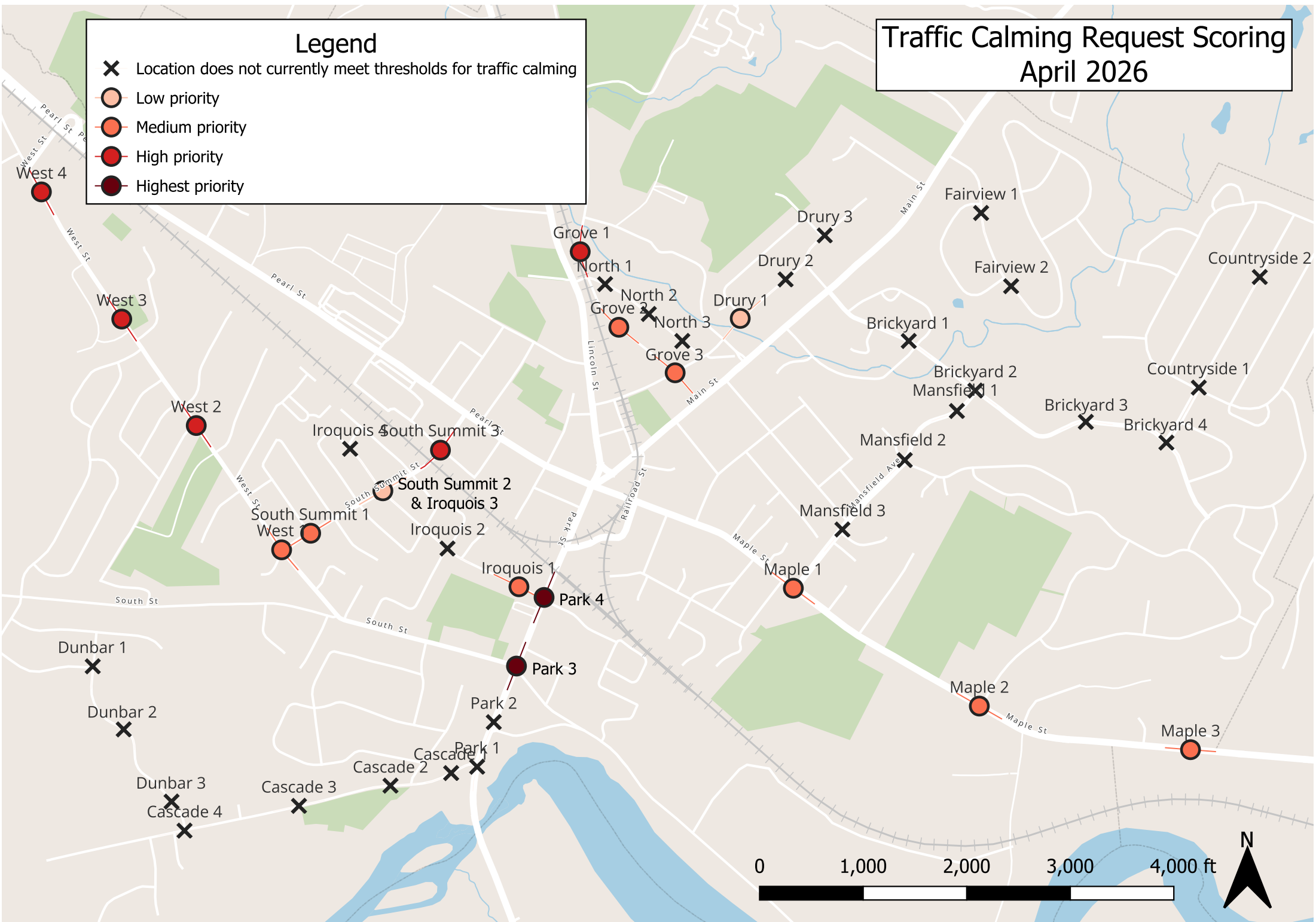
This memo is for informational purposes only.

Attachments: Traffic Calming Scoring – April 2026

Traffic Calming Request Scoring April 2026

Legend

- ✘ Location does not currently meet thresholds for traffic calming
- Low priority
- ◐ Medium priority
- ◑ High priority
- Highest priority





MEMORANDUM

To: City Council

From: Christopher Yuen, Community Development Director

Meeting Date: April 29, 2026

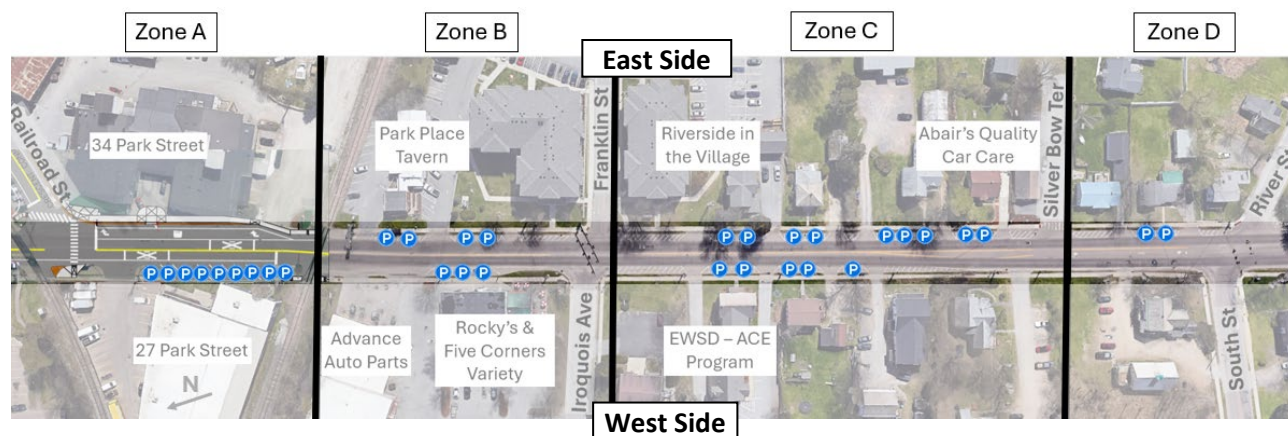
Subject: Park Street Complete Street Improvements – Public Engagement Results, Parking Data, and Alternative Selection

Issue: Whether to select a preferred design alternative for the Park Street Complete Street Improvements project and direct staff to proceed with final design and implementation.

Discussion:

Background

On February 11, 2026, the Council received an initial presentation on the Park Street Complete Street Improvements project and directed staff to proceed with public engagement and further design development. The project focuses on Park Street between Railroad Street (Crescent Connector) and River Street, and is intended to address a longstanding gap in the City's bicycle network, improve safety conditions for all road users, and advance goals outlined in the Connect the Junction TOD Master Plan (2025) and the Essex Town and Village Bike and Pedestrian Plan (2015).



Three alternatives are under consideration for Zones B, C, and D:

- **Alternative 0 – Maintain Existing Conditions:** Retain existing lane and parking configuration; no bicycle facility improvements.
- **Alternative 1 – Buffered Bike Lanes:** Remove all on-street parking in Zones B, C, and D; reduce vehicle travel lanes to 11 feet; add 7-foot bike lanes with 4-foot painted safety buffers on both sides.
- **Alternative 2 – Bike Lanes with Parking on One Side:** Remove on-street parking from the east side in zones B, C, and D; reduce vehicle travel lanes to 11 feet; add 5-foot bike lanes with 2-foot painted safety buffers.

Zone A striping is proposed to remain largely unchanged under either build Alternative 1 or 2 due to the recent Crescent Connector reconfiguration and higher observed parking utilization in that segment. A sharrows and bike lane symbol would be added.

Cross sections and plan view diagrams of each alternative are available in the attached slides.

Parking Utilization Data

Staff conducted 13 new parking counts in late March and early April 2026, covering a range of times and days including evening hours (this includes an evening count on a Friday night generously conducted by a BWAC volunteer. Combined with all prior data sources – Google Street View historical observations (11 counts, 2008–2025), a UVM Engineering student in-person count (February 2025), and the 2019 Stantec parking study (17 counts, Zone B only) – there are now 42 total counts for the on-street parking spaces in the project corridor.

The additional counts confirm that on-street parking utilization in Zones B, C, and D remains consistently low across times of day and days of the week, including evening hours:

- Zone C West and East on-street spaces: 0 vehicles observed in all 13 new counts.
- Zone D East on-street spaces: 0 vehicles observed in all 13 new counts.
- Zone B on-street spaces: Some utilization observed, with a maximum of 3 cars in a single count across all spaces.

The counts did reveal that off-street parking for some individual businesses can get quite full at certain times. The Park St Tavern lot (21 spaces) was observed at or near capacity during evening hours, and the Rocky's/Five Corners Variety lot (22 spaces) showed high utilization at midday and early evening. This suggests that while overall parking supply in the corridor is not constrained, customers of specific businesses may at times find the adjacent off-street lot full and rely on nearby on-street spaces.

The 2019 Stantec Parking Study, which provided the most comprehensive baseline data for Zone B, is available at: https://studiesandreports.ccrpcvt.org/wp-content/uploads/2019/09/2019-07-10_-Report.pdf

The full parking count results are included as an attachment to this memo.

Public Engagement

Public engagement was conducted throughout March and early April 2026 through multiple channels, including:

- City website, Front Porch Forum, and Facebook
- Media coverage: March 20 ABC22/FOX44 news story and April 13 NBC5 news story
- Mail and in-person outreach to adjacent businesses and property owners
- Public survey (see attached summary)

Public Survey Results

The public survey received 149 responses. Key findings include:

- Alternative Preference: 46% of respondents preferred Alternative 1 (remove all parking, wide-buffer bike lanes), 27% preferred Alternative 0 (no change), and 26% preferred Alternative 2 (remove east-side parking, limited-buffer bike lanes).

- On-Street Parking Use: 77% of respondents reported rarely using on-street parking along this section of Park Street, and 53% said reducing or removing on-street parking would have little or no effect on their visits.
- Project Goals: A strong majority agreed the proposed alternatives would improve safety and regional connectivity for people biking (68% agree/strongly agree) and reduce conflict and risk when drivers pass cyclists (65% agree/strongly agree).
- Parking Concerns: 36% agreed the project would create challenges related to customer parking, while 41% disagreed.
- Business Owners: Six respondents identified as business owners or managers. Three anticipated some level of reduced customer visits if parking were removed.

Business Outreach and Feedback

Staff mailed notices to all commercial property owners in the corridor, made in-person visits to approximately ten businesses to deliver informational packets, and spoke directly with staff or owners during those visits. Five businesses identified themselves by name in the public survey, two of whom also received in-person visits. One anonymous written response was received by mail. In total, staff received input from approximately thirteen businesses through one or more of these channels.

Zone A Businesses

Business responses in Zone A were mixed. Several businesses raised concerns primarily related to the 2024 Crescent Connector changes rather than the current proposal, including difficulties with driveway access and traffic signal timing. Staff has noted these concerns and is aware they fall outside the scope of this project. One Zone A business expressed direct and enthusiastic support for the project. Another expressed opposition to any further road changes and suggested a shared-use sidewalk path as a preferable alternative to on-street bike lanes. The most significant parking-related concern from a Zone A business came from an owner whose clientele is disproportionately elderly and has limited mobility, and who reported that their off-street lot is often full and that more than 50% of customers rely on on-street spaces. This business strongly preferred Alternative 0 and expressed concern that removing on-street parking would reduce customer access, particularly in winter. One Zone A business that also completed the survey acknowledged appreciation for the City's early outreach and, while opposing parking removal, noted that parking at their location is generally not constrained and that they have more than adequate off-street parking.

Zone B Businesses

Zone B feedback was more directly relevant to the current proposal. One business whose off-street parking is leased from a third party expressed concern that losing on-street spaces could leave customers with no nearby parking if the leased lot were eventually discontinued. This business strongly preferred Alternative 0. A second Zone B business also preferred Alternative 0 but indicated in the survey that they anticipated minimal or no impact from parking removal, that fewer than 10% of their customers use on-street parking, and that their off-street supply is more than adequate. The apartment complex spanning Zones B and C indicated that removal of their on-street spaces would not be a significant concern, as those spaces are rarely used, though they expressed concern about left-turn safety at the Franklin Street intersection if bike lanes were added.

Zone C Businesses

Both businesses in Zone C that responded through the survey preferred Alternative 2. Both estimated that fewer than 10% of their customers use on-street parking and neither anticipated significant impact from parking removal. One expressed enthusiasm for the project's broader goal of supporting new business activity in the Five Corners area.

Anonymous Written Response

One anonymous written response received by mail expressed opposition to any parking removal and a strong preference for Alternative 0, citing concern for elderly clients. The respondent also referenced the 2024 replacement parking added along the Crescent Connector as insufficient for their clientele. Staff notes that this comment relates to Zone A conditions rather than the current proposal, where no further changes are proposed.

Overall Business Feedback

Business feedback reflects a clear divide by zone. Opposition to parking removal was concentrated among Zone A and Zone B businesses with clientele who depend on close proximity parking, particularly elderly or mobility-limited customers. Zone C businesses and the apartment complex were largely unconcerned about parking removal. Notably, several businesses that expressed a preference for Alternative 0 nonetheless reported in the survey that their own parking situation is generally adequate or that very few of their customers use on-street spaces, suggesting the concern is partly precautionary rather than based on observed demand. This is broadly consistent with the parking count data, which shows consistently low utilization in Zones B, C, and D across all times and days observed.

Traffic Calming Policy Context

Staff also noted that the two highest-scoring locations in the City's newly adopted Traffic Calming Policy scoring, conducted across all outstanding requests citywide, are both situated within this project corridor on Park Street. This independently reinforces the safety need that this Complete Streets project is designed to address.

Implementation and Monitoring

If Alternative 1 is selected, staff will monitor for one emerging concern: the wide 7-foot bike lane, while beneficial for cyclist comfort and safety, may invite opportunistic illegal parking or freight loading by drivers unfamiliar with or indifferent to the lane markings. Staff proposes to address this proactively through frequent pavement stenciling, "No Parking" signage, and selective use of green paint at higher-conflict locations. If this becomes a persistent problem after implementation, options for adjustment, such as the future addition of seasonal flexible delineator posts may be technically evaluated and brought back to Council for consideration.

Cost:

No curb or utility work is required under either build alternative. Implementation is proposed to coincide with the City's annual lane restriping program for efficiency. There is \$10,000 in the capital plan for FY27 for this project. If coordinated with the annual restriping program, initial estimates suggest the improvements may be feasible within this existing appropriation.

Recommendation:

The Bike Walk Advisory Committee reviewed the engagement results, parking data, and design alternatives and heard public comment at its April 13, 2026 meeting. Following discussion, the BWAC voted 5-0 to recommend Alternative 1 to the City Council.

Key considerations cited by the BWAC included: the wider 4-foot buffer in Alternative 1 provides meaningfully greater protection for cyclists than the 2-foot buffer in Alternative 2; Alternative 2's retained parking on one side will potentially place cyclists in the uncomfortable position of being between moving traffic passing by on the left and car doors opening on the right; and the parking utilization data, in their opinion, does not support retaining on-street parking in Zones B, C, and D.

Recommended Motion:

"I move that the City Council select Alternative ___ for the Park Street Complete Street Improvements project and direct staff to proceed with final design and implementation."

Attachments:

1. Design Alternatives Slides
2. Public Survey Summary
3. Parking Utilization Count Results
4. BWAC Meeting Minutes – April 13, 2026 (Draft)



Park Street Complete Streets Improvements

Proposed road striping changes between Railroad Street (Crescent Connector) and River Street

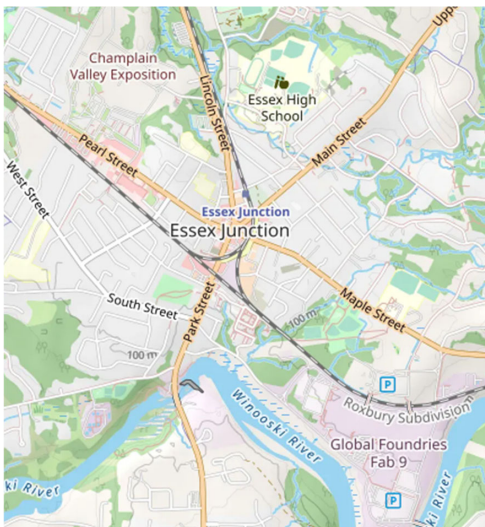
April 29th, 2026



V 2026.04.24

1

Park Street – an Important & Complex Corridor



- Key regional connection between Five Corners and Williston
- Serves a mix of local businesses: restaurants, retail, services, and small shops
- Connects nearby neighborhoods ranging from single-family homes to large apartment communities
- Approximately 15,000 vehicles per day
- Two travel lanes with on-street parking and sidewalks

Park Street plays many roles — regional route, business district, and neighborhood street — making decisions about its future both important and complex.



2

Park Street is a Critical Gap in the Bike Network



Most of the north-south bicycle route between the Tree Farm Soccer Complex the Five Corners, and towards and Taft Corners in Williston already comprises of bike lanes, low-traffic streets, or shared-use paths.

This section of Park Street is the missing link.

Park Street is a Critical Gap in the Bike Network



Improvements to Park Street are called for in:

- Town of Essex / Village of Essex Junction Bicycle and Pedestrian Plan (adopted Oct 2014)
- *Connect the Junction* – Transit-Oriented Development Master Plan (adopted Dec 2025)
 - Recommends a two-phased improvement approach

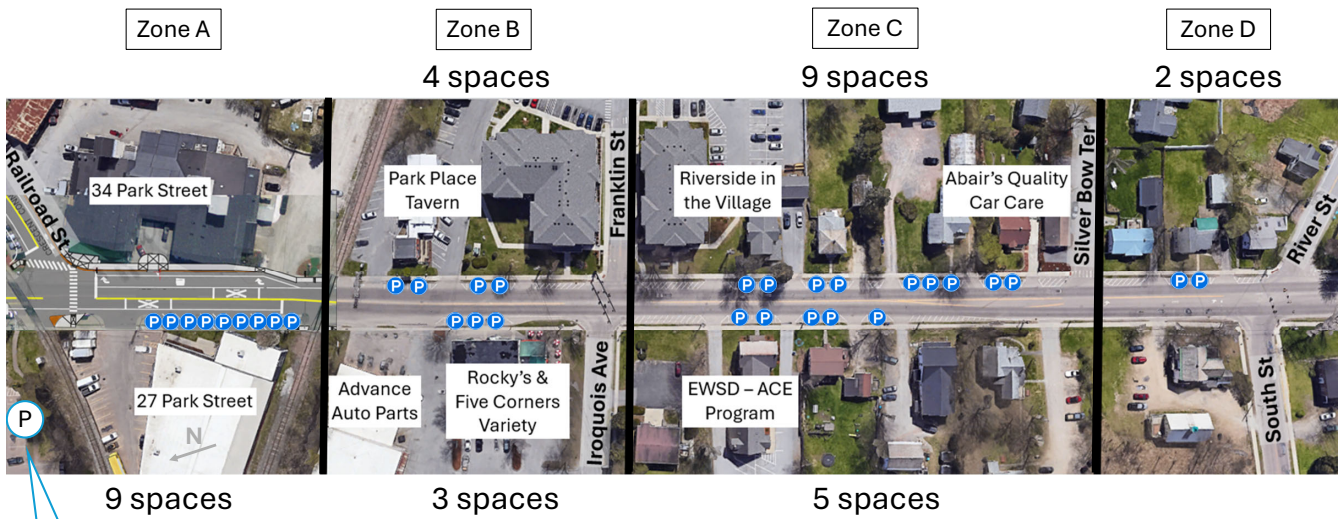
Park Street – Existing Safety Issues



- Wide lanes (14') encourage speeding
- Observed speeds frequently exceed 25 mph limit
- Drivers cross the centerline to pass bikes → uncomfortable and risky for all road users
- Parked cars impede driveway sightlines
- 109 crashes reported; 5 with injuries, 2 pedestrian fatalities in recent years



Existing Conditions – # of Parking Spaces Per Zone



Reconfiguration Alternatives

How can Park Street be reconfigured to address these challenges without changing the existing curb widths on Park Street?

- Alternative 0: Maintain Existing Conditions
- Alternative 1: Buffered Bike Lanes
- Alternative 2: Bike Lanes with Parking on One Side



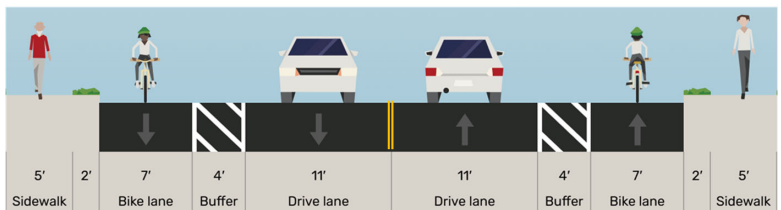
Alternative 0

- Maintain Existing Conditions



Alternative 1

- Remove all on-street parking
- Reduce vehicle lane widths to 11'
- Add wide bike lanes
- Add painted safety buffer

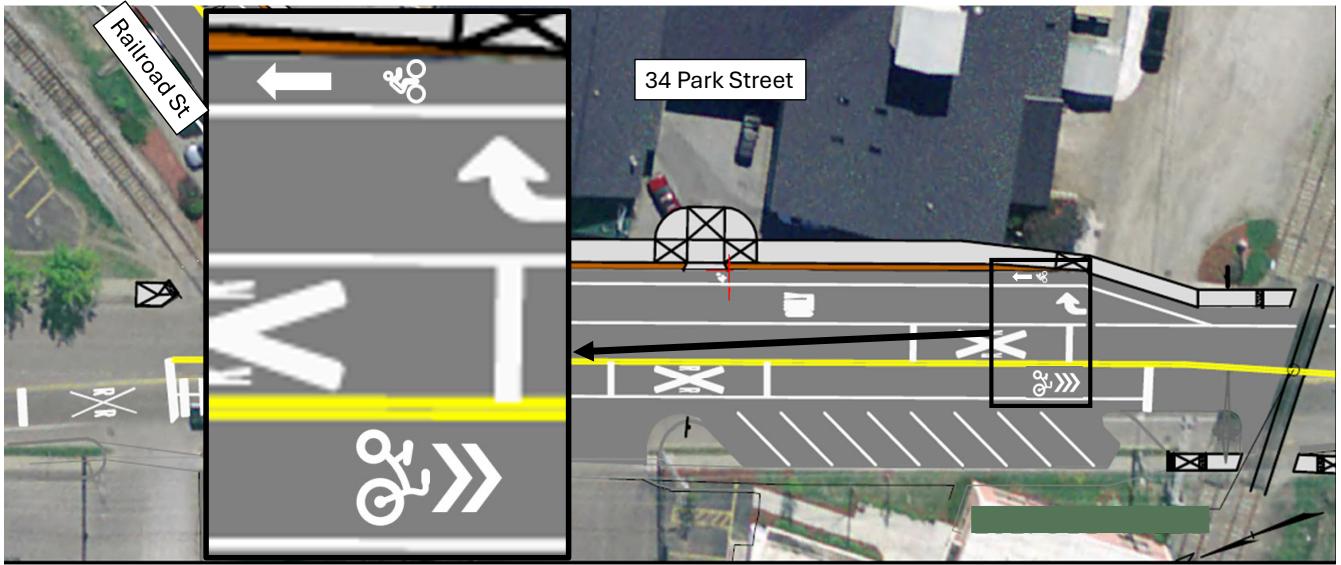


Alternative 2

- Remove on-street parking on east side
- Reduce vehicle lane widths to 11'
- Add bike lanes
- Add painted safety buffer where possible

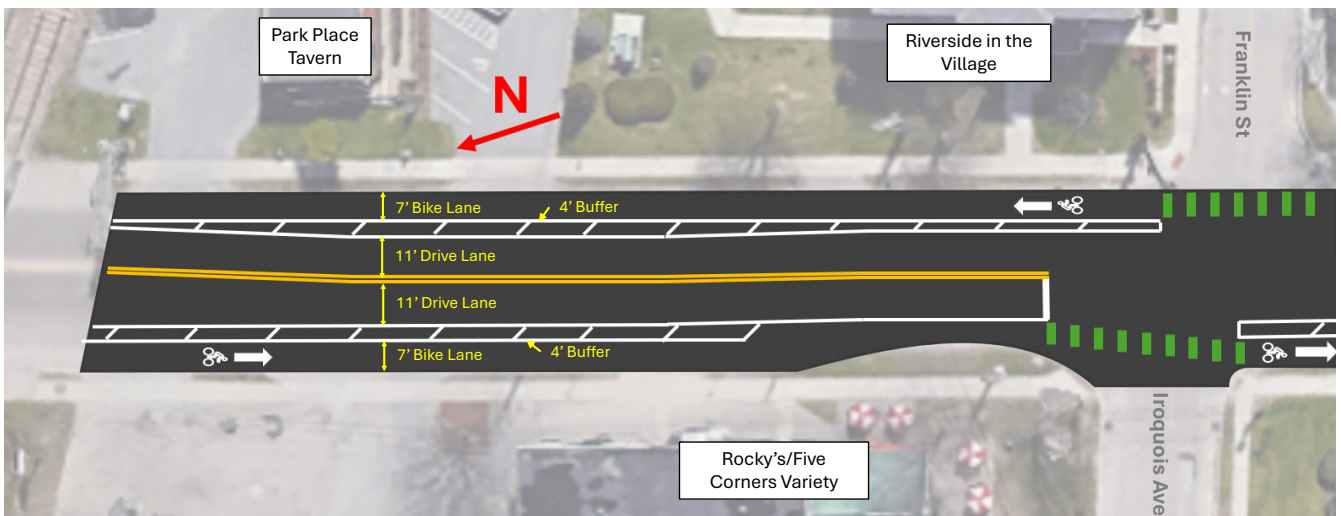


Zone A: Alternative 1

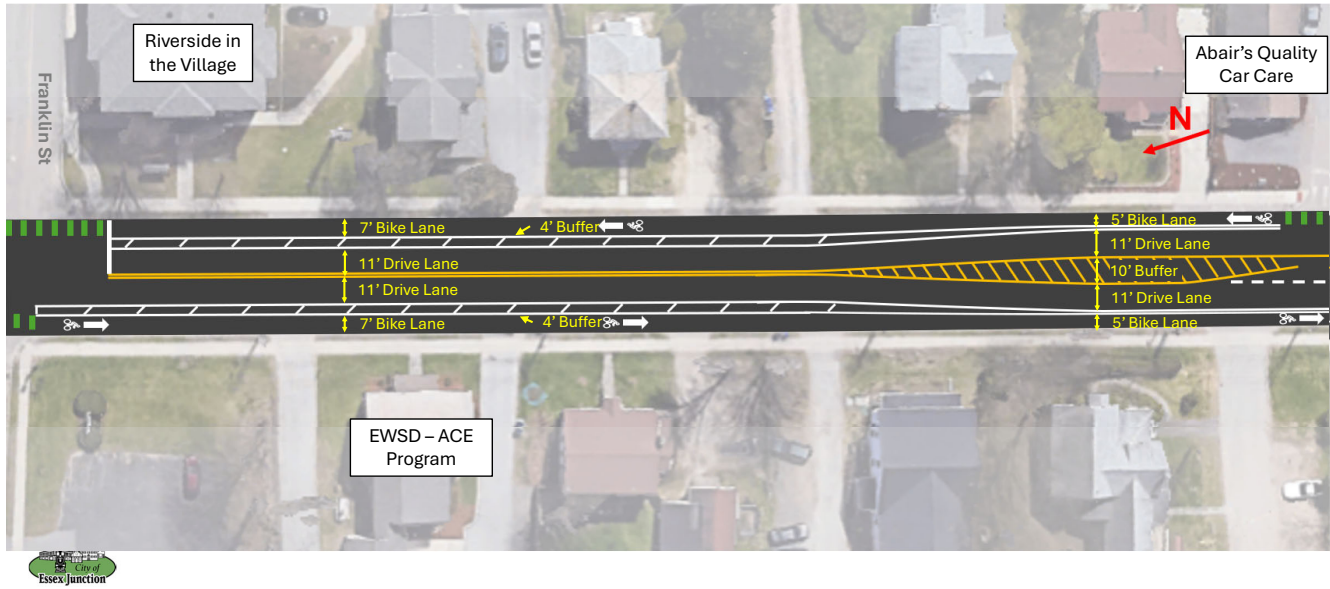


Zone A striping is proposed to remain mostly unchanged due to recent reconfiguration for the Crescent Connector and higher on-street parking utilization. A sharrow and bike lane symbol are proposed to be added. 9

Zone B Alternative 1



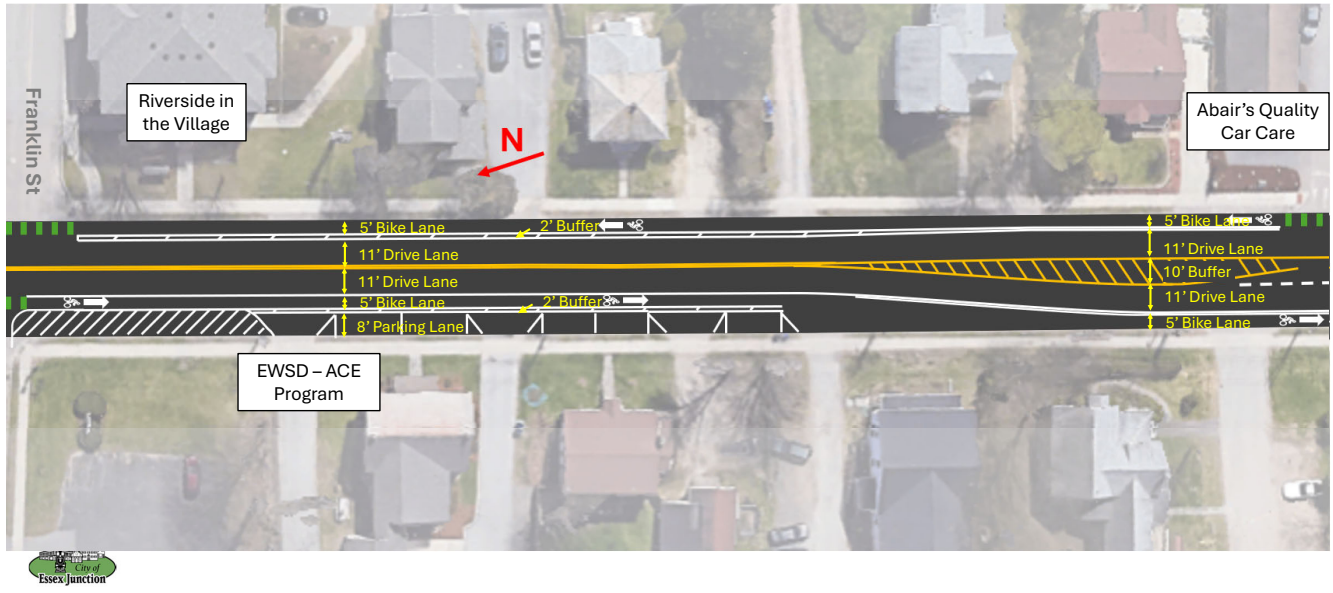
Zone C Alternative 1



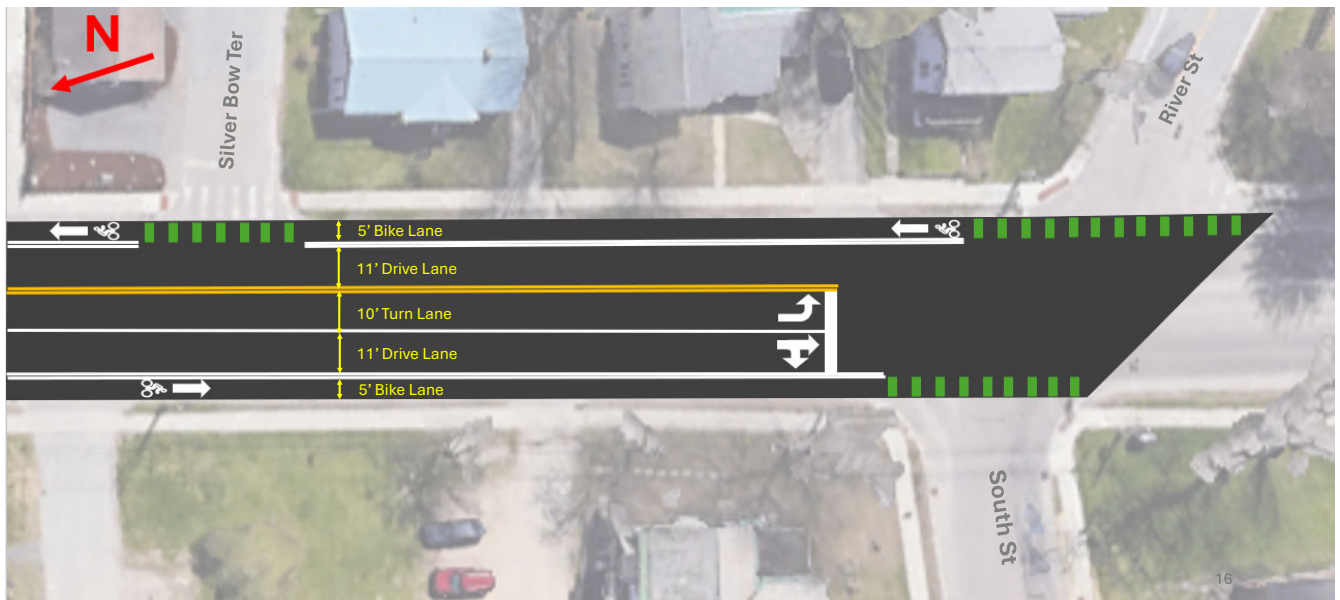
Zone D Alternative 1



Zone C Alternative 2



Zone D Alternative 2



Why Alternatives 1 & 2 Improve Safety

- **Narrower Lanes (11')**
 - Encourage slower, more predictable speeds
 - Still accommodates trucks, buses and emergency vehicles
- **Dedicated Space for Each User**
 - Eliminates the need for drivers to cross the centerline to pass bicyclists
 - Creates a continuous bike connection between neighborhoods, schools, businesses, and regional routes
- **Manages conflict between moving traffic and parked cars**
 - Alternative 1 eliminates the risk by removing all parallel parking in the study area
 - Alternative 2 provides some space between moving traffic drivers entering and exiting parallel parked vehicles
- **Improved Driveway Visibility**
 - Better sight distance where parking is removed



Benefits and Tradeoffs

Category	Alternative 0 (Maintain Existing Conditions)	Alternative 1 (Buffered Bike Lanes)	Alternative 2 (Bike Lanes with Parking on One Side)
Safety	Existing safety issues remain	See previous slide	See previous slide
Bicycle Network Connectivity	Network gap remains	Creates Continuous N-S Connection	Creates Continuous N-S Connection
Traffic Impacts	Two travel lanes maintained	Two travel lanes maintained	Two travel lanes maintained
On-Street Parking Impacts	32 On-Street Parking Spaces available	23 On-Street Parking Spaces Removed	15 On-Street Parking Spaces Removed
Costs	No changes	Pavement marking changes only (no curb or utility work)	Pavement marking changes only (no curb or utility work)
Alignment with adopted City Plans	Does not advance network completion goals	Advances adopted multimodal connectivity goals	Advances adopted multimodal connectivity goals



Public Engagement

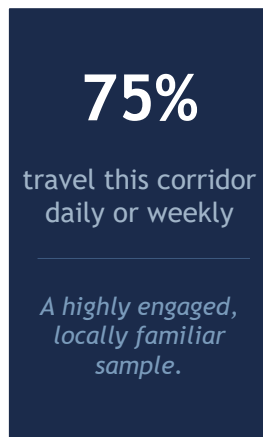
Engagement throughout March and early April 2026 through multiple channels, including:

- Website and Social Media
- Press Releases
- Mail and in-person outreach to adjacent businesses and property owners
- Public survey

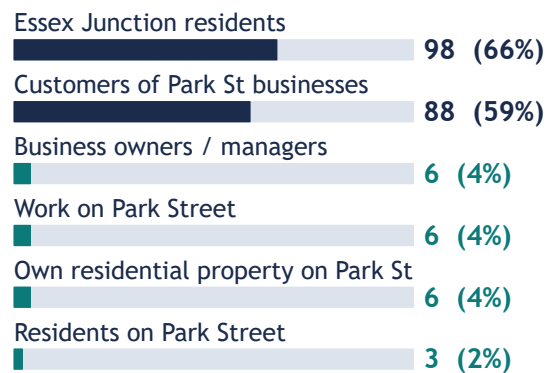


Public Survey

Open from March 4 to April 6



Who Responded



How respondents travel Park St

- Most survey respondents travel by driving along this road, at least some of the time.

Q2. How do you typically travel along Park Street? (select all that apply)

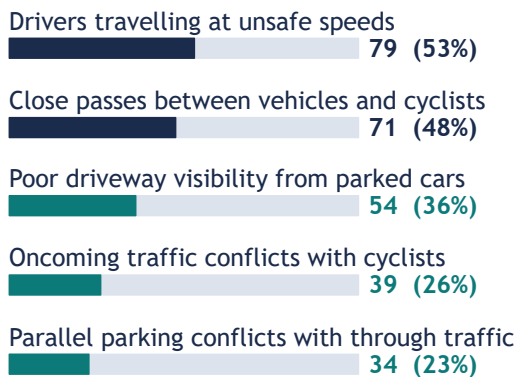


Multi-select; percentages reflect share of 149 respondents selecting each option.



Perceptions of Safety Concerns

Community observations – including from the 87% of respondents who drive this corridor



Multi-select · n = 149

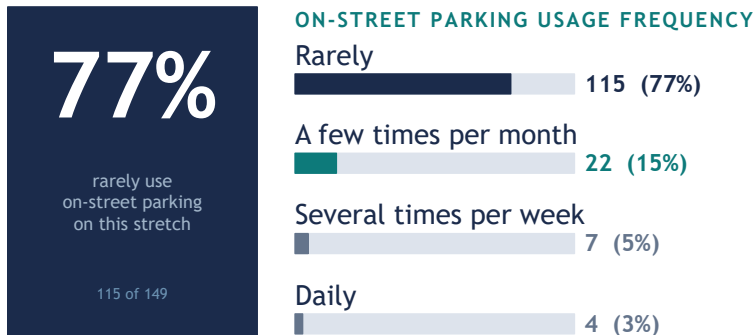
Backed by July 2025 EPD speed study.

- 75% of vehicles exceeding 25 mph speed limit
- 85th Percentile speed = 33.1 mph



Public Survey

How Respondents use On-Street Parking



Survey data aligns with observed field counts – Most on-street parking spaces see limited use



23

Public Survey

Impact of Parking Reduction: What Respondents Said

If on-street parking were reduced or removed on one or both sides of Park Street, how would that affect you?



Multi-select · n = 149

20%
Report Less
Likely to Visit

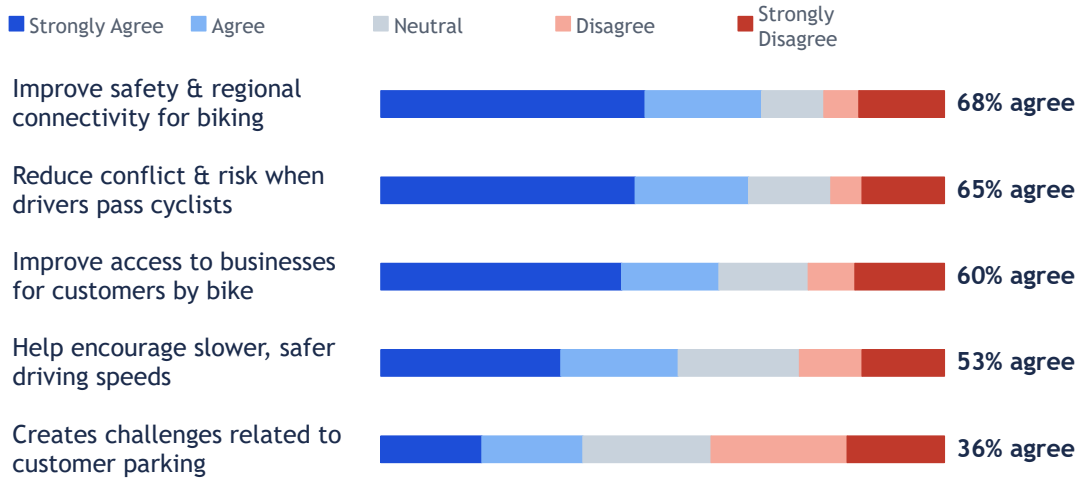
→ this is a real
reason for caution



24

Public Survey

Support for Project Goals



Public Survey

Respondents' Preferred Design Alternative



73% chose an alternative that adds bike lanes (Alt 1 + Alt 2 combined)

Business owner breakdown (n = 6):
4 prefer Alt 0 · 2 prefer Alt 2 · 0 prefer Alt 1



Support Provided by Respondents

Survey Comments (Verbatim)

"As a cyclist I would be happy with Alternative 1 or 2 at this point because some bike lanes are better than zero bike lanes. Despite public pushback you will receive from drivers I strongly implore the city to implement at least one of these (ideally Alternative 1) to put safety over the convenience of impatient road drivers."

"I think the need of safe spaces for biking is a really important development for our community. If there are more safe bike lanes, I'm sure more people will be willing to bike to do shopping and also commute!"

"Alternative 2 is probably fine. And much better than the current situation. Alternative 1 is ideal for me as a cyclist. Either way the actual car lane narrows which will reduce speeds."

"The quality of the bicycle infrastructure on either side of Park Street (in both Essex J and Williston) means that this stretch is the key missing link to make it much more likely for folks in either town to travel back and forth by bike."

"I support option 1 and 2! I think making change is great. Whether it's eliminating all spots entirely or just some, people can adapt and find new parking spaces behind businesses."



Concerns Raised by the Community

Theme 1

Bike lanes won't get enough use

Seasonal ridership, low observed volumes – respondents question whether demand justifies the trade-off

Survey Comments (Verbatim)

"We don't need bike lanes in a state where you only bike about 3 months/yr."

"I have only seen a handful of bikes on this section of road from late Nov - mid March."

"The small amount of bike traffic should not change traffic patterns and cost city residents money and future headaches. Bikes can travel on sidewalks that are well maintained for this section of road."

"For 6 months a bike path isn't even used. Slowing traffic, leading to more idle time, goes against all your environmental standards."



Concerns Raised by the Community

Theme 2

This design leaves out people who can't bike

Accessibility, mobility limitations, elderly customers, winter conditions

Survey Comments (Verbatim)

"I have limited mobility so parking in another lot and walking, or crossing the street, is not doable for me. So if there wasn't a spot very close to this shop, I'd just order shampoo online and not shop there. Not everyone has the same ability."

"My clientele is often older and unable to do long walks. The sidewalk is covered in ice and snow in the winter making it even more challenging to reach my business."

"Many elderly, disabled, parents of babies aren't going to be riding their bike in January and stopping to shop. Then riding home with all their purchases. Not everyone lives in that block."



Concerns Raised by the Community

Theme 3

Narrowing lanes will make traffic worse

Congestion at Five Corners, large vehicles, impact on car throughput

Survey Comments (Verbatim)

"Do not add bike lanes to an already busy and crowded street. This street is always backed up and Five Corners has made traffic horrible – why would the city intend to make the situation worse?"

"There are way too many large trucks, ag equipment, and tractor trailers to navigate the motor vehicle lanes [if they're narrowed]."

"Car traffic through this corridor will likely be reduced with any proposed changes. I would be cautious about making changes that may impact the hundreds of cars that pass daily for the very few cyclists. Turn lanes will be critical to maintain."

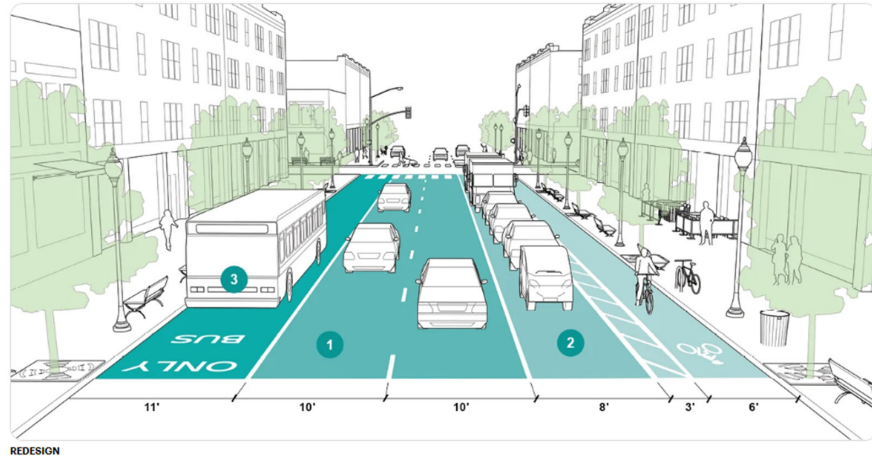


Best Practices for Lane Width

NACTO Urban Street Design Guide:

“Lanes greater than 11 feet should not be used as they may cause unintended speeding and assume valuable right-of-way at the expense of other modes.”

Not Park Street – Typical lane width recommendation



Best Practices for Lane Width

- Vermont Agency of Transportation 2015 Directive

Highway Safety & Design Engineering Instructions (HSDEI) 15-103

“Vermont state highways should have a maximum lane width of 11 (eleven) feet for all directions of travel. Note that this is a recommended maximum width and if the “Vermont State Standards” indicate that wider lane widths are required based on specific roadway characteristics, that width shall govern.”



Concerns Raised by the Community

Theme 4

Removing parking will hurt businesses and customers

Convenience, Business Viability, Proximity



Survey Comments (Verbatim)

"Using the on-street parking in front of the Beverage store makes it convenient to shop there. It would be annoying if I could not park in front of that store."

"With already limited parking in the downtown area, WHY would you start removing a bunch of parking spaces?? Not everyone who frequents these businesses are EJ residents and are not biking or walking to get there. Honestly, by removing more spaces, you are only hurting small businesses."

"The parking is convenient to the businesses. I'd be highly less likely to shop, especially at that particular convenience store and ice cream shop."

"It's easy to propose parking lots far away from businesses and promoting walking, but it has a big effect on where people shop, especially when the weather is bad."

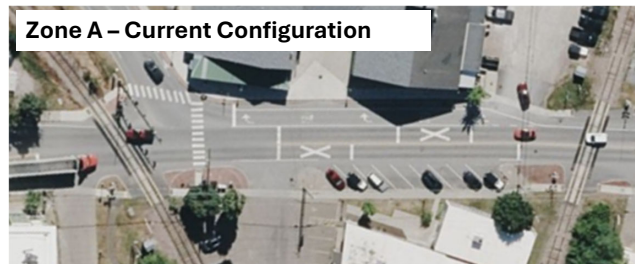
Business Owner Perspectives

- *Information packet mailed / hand-delivered to 16 businesses and commercial property owners*
 - *Wide range of responses to proposed alternatives*
- *6 survey respondents identified as owners or managers of businesses on Park Street*
 - *4 of 6 prefer Alternative 0 — No change*
 - *2 of 6 prefer Alternative 2 — Bike Lanes with Parking on One Side*
 - *0 of 6 prefer Alternative 1 — Buffered Bike Lanes*



On-Street Parking in the Area

- In 2024, 10 on-street spaces on east side of Zone A relocated to new parking lot on Railroad Street. The reported average occupancy assumes that vehicles that previously used the removed east-side spaces would instead have parked on the west side.



35

On-Street Parking in the Area

- Overnight parking is prohibited from Dec - Apr
- The west Side of Zone B has a 1-hour time limit



36

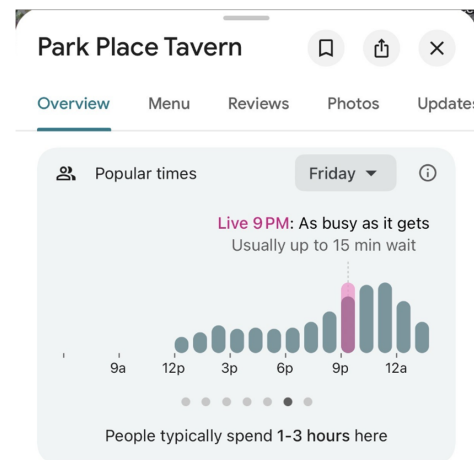
Parking Counts

- 11 counts - Google street view data (2008 – 2025 Summer / Fall)
- 17 Counts- 2019 Stantec Parking :
 - **Wednesday, August 29, 2018 from 3:30 to 7:00 PM**
coinciding with the now defunct summer farmer’s market
 - **Wednesday, September 12, 2018 from 10:30 AM to 1:00 PM**
coinciding with peak office and municipal parking demand
 - **Friday, September 7, 2018 from 5:00 to 7:30 PM**
coinciding with weekend peak restaurant parking demands
- 1 count - UVM Engineering Student in-person counts (Feb 2025)
- 13 counts – Additional Counts for this study (Mar-Apr 2026)



Parking Counts – 2026 Count Methodology

- Point-in-time counts of both on-street and off-street parking
- Spread over time of day; day of week
- Ensured we covered statistics peak demand times for a variety of businesses
- Did one count at ~10pm on a Friday during highest demand times for Park Place Tavern



Screenshot of Google live “Popular Times” tool right before a count was conducted on Friday April 3, 2026



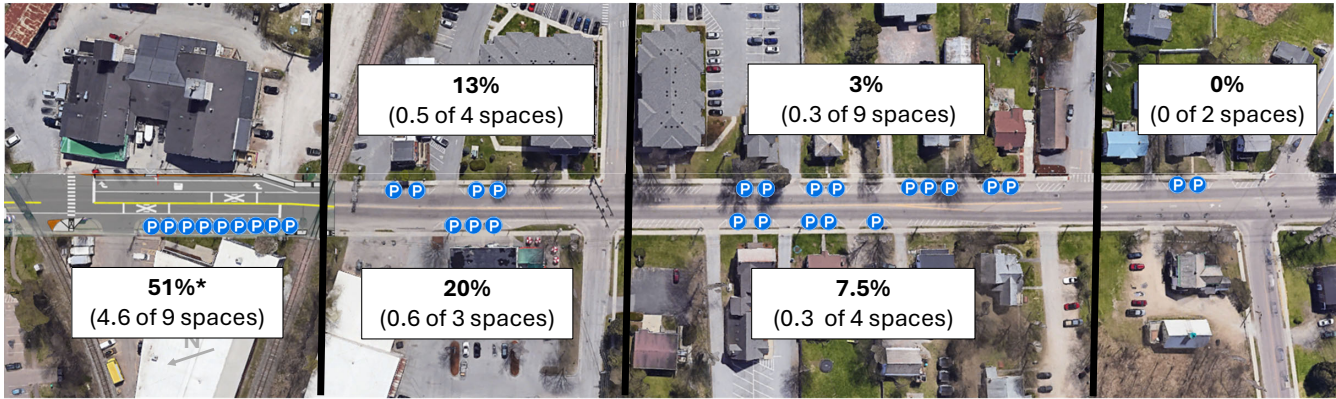
Average On-Street Parking Utilization by Zone (All available data)

Zone A

Zone B

Zone C

Zone D



*interpolated- see details on next slide

Parking data sources:

- 11 counts - Google street view data (2008 – 2025)
- 1 count - UVM Engineering Student in-person counts (Feb 2025)
- 17 counts – Stantec Parking Study (Aug-Sept 2019 – Zone A & B only)
- 13 counts – Additional Counts for this study (Mar-Apr 2026)



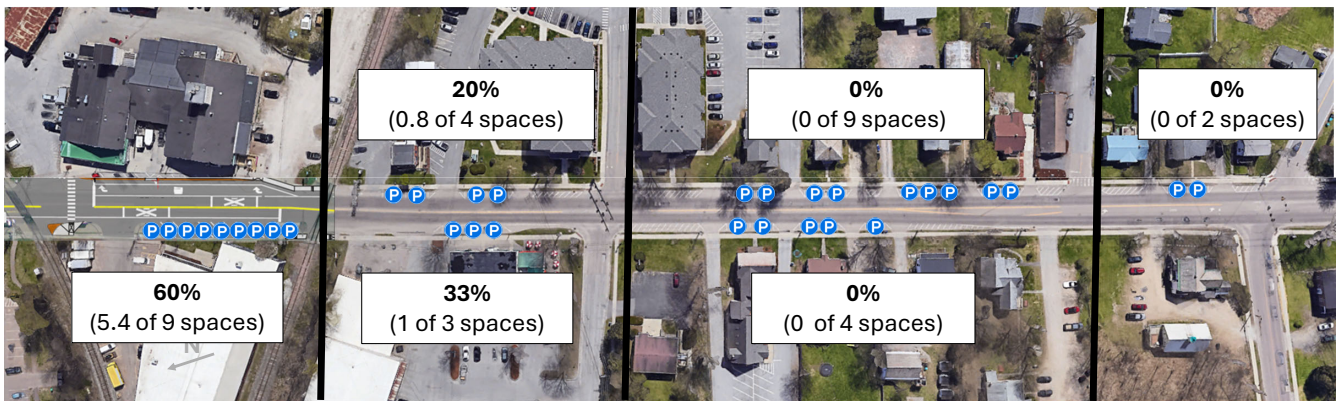
Average Parking Utilization (Top 5 On-Street Demand Periods -2026 Counts)

Zone A

Zone B

Zone C

Zone D



Parking data sources:

- 13 counts – Additional Counts for this study (Mar-Apr 2026)



Parking Study insights

- Area has plenty of off-street parking but it's not shared between businesses
- West side On-Street spaces have higher turnover
- On-street parking utilization is relatively high in Zone A
- Parking demand at Park Place Tavern / Green Mountain Clippers sometimes exceeds available off-street spaces.



Proximity to On-Street Parking

- Count data suggests that some customers find On-Street parking more convenient than Off-Street Parking
- People's sensitivity to walking distance varies.
- For comparison: the walking distance from the middle of a grocery store parking lot to the rear aisle is ~600 ft.



Proximity to On-Street Parking



Next Steps

- City Council to Choose Preferred Alternative
- Final Design & Implementation



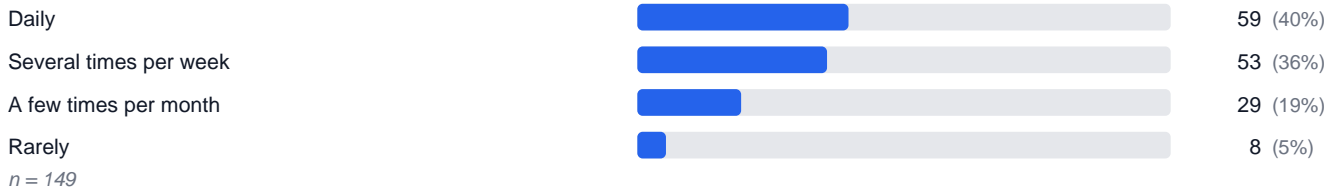
Park Street Complete Streets Improvements

Public Engagement Survey — Summary of Results

Survey period: March–April 2026 · Total responses: 149 · Project area: Park Street from Railroad Street to River Street, Essex Junction, VT

Section 1: Respondent Profile

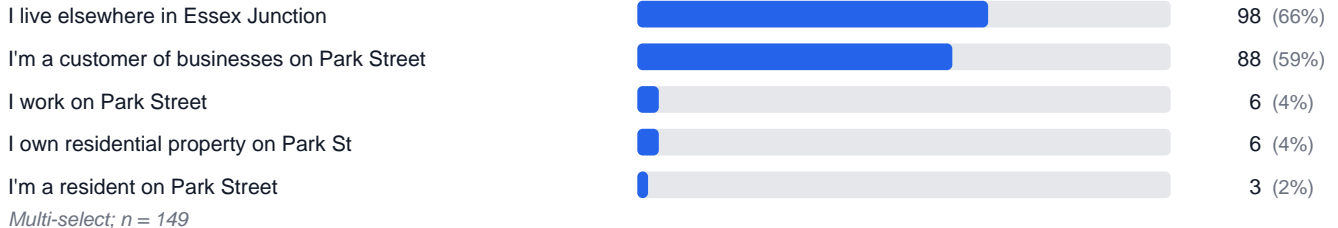
Q1. How often do you travel along this section of Park Street?



Q2. How do you typically travel along Park Street? (select all that apply)



Q10. Which best describes you? (select all that apply)

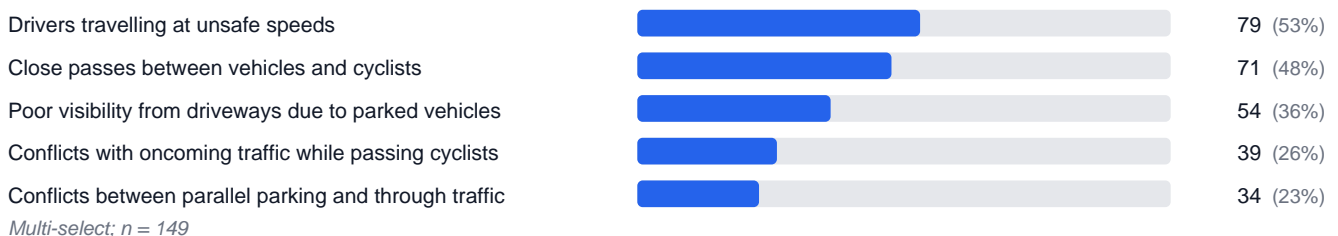


Q11. Do you own or manage a business on Park Street?



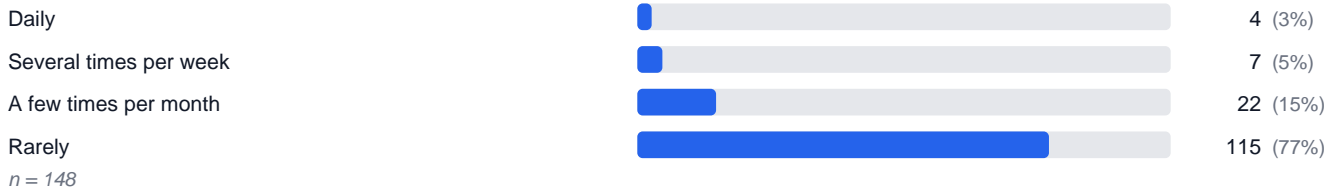
Section 2: Safety Observations

Q3. Have you observed or experienced any of the following safety challenges on this section of Park Street? (select all that apply)

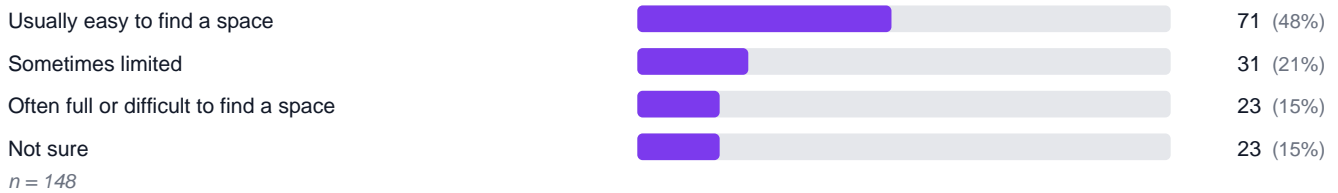


Section 3: On-Street Parking Use & Perceptions

Q4. How often do you personally use on-street parking along this section of Park Street?



Q5. When visiting businesses along this section of Park Street, how would you describe the availability of off-street parking?

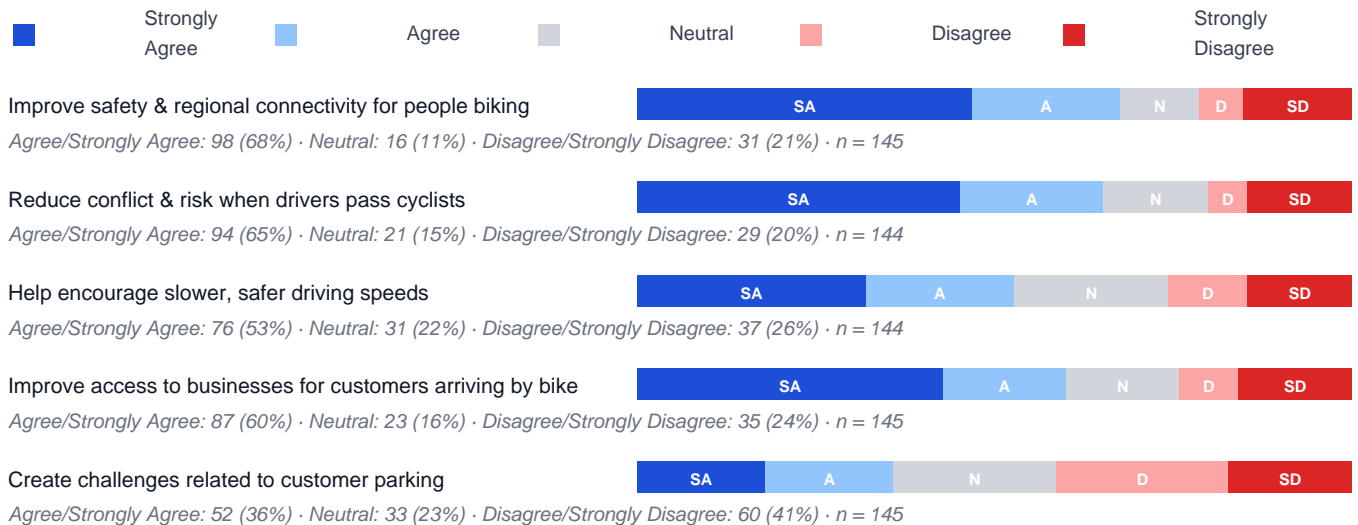


Q6. If on-street parking were reduced or removed on one or both sides of Park Street, how would that affect you when visiting businesses in this area? (select all that apply)



Section 4: Agreement with Project Goals

Respondents were asked how much they agree or disagree that the proposed alternatives would achieve each goal.



Section 5: Design Alternative Preference

Q8. Which design alternative do you prefer?



n = 146

Q9. If on-street parking is reduced, which of the following do you think would help mitigate that impact? (select all that apply)



Multi-select; n = 149

Section 6: Business Owner Responses (n = 6)

6 respondents identified as owners or managers of a business on Park Street. The following questions were shown only to this group.

BO-Q1. What percentage of your customers do you estimate use on-street parking?



n = 6

BO-Q2. Does your property have off-street parking available to customers or employees?



n = 6

BO-Q3. If on-street parking were reduced or removed on one or both sides, what impacts do you anticipate? (select all that apply)

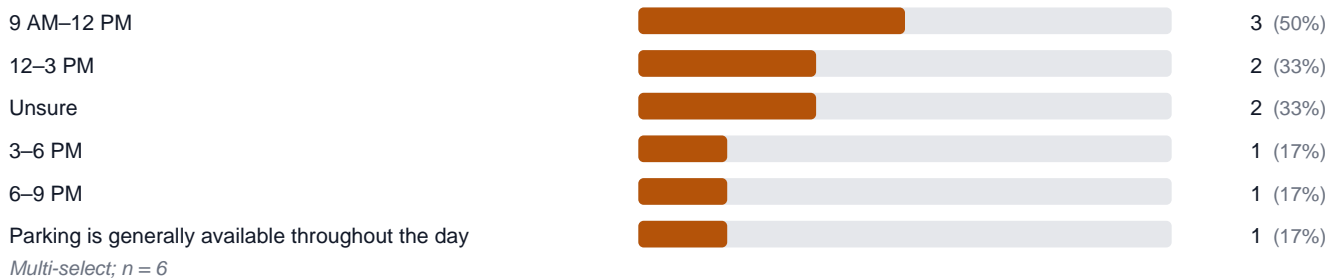


Multi-select; n = 6

BO-Q4. During which days of the week do you believe on-street parking on Park Street is most constrained? (select all that apply)



BO-Q5. During which times of day do you believe on-street parking is most constrained? (select all that apply)



Section 7: Open-Ended Responses

OE-1. Please describe any specific concerns related to on-street parking in this area. (64 responses)

1. There is so much parking everywhere. There is not safe infrastructure everywhere. We should at least balance that out.
2. Prioritizing on-street parking in this area significantly reduces my perceived safety when biking, for little gain. I definitely support removing some or all of these in favor of safer bike access in the city.
3. I am not in favor or removing any parking on Park Street
4. There are plenty of off-street lots that I prefer to park in, so I'm not interrupting traffic/feel unsafe getting out of my car. I think it would be better if there were clearer parking lot signage and maybe the option to find it on google maps so I can plan my drive to there instead.
5. Using the on-street parking in front of the Beverage store makes it convenient to shop there. It would be annoying if I could not park in front of that store.
6. I would be more likely to frequent these businesses if there was a safe bike lane to be able to access them.
7. I think there is plenty of parking in the five corners area that's not on the street but regardless of that, the only problematic area is in front of Martones- it bottlenecks the southbound traffic there when people park, even if there's one car taking up one space. With no parking in these spots, the straight lane to park and right turn to pearl would remain open and alleviate commonly backed up traffic near/across the walkway and train track area near main and railroad and make it safer for pedestrians/ bikers to cross there
8. cars entering or leaving on street parking spaces are a hazard for cars in the travel lanes
9. Whatever is done it should be maintained each year. Too often we are seeing great upfront efforts on street markings that fall short of being kept up.
10. Wish there was more of a buffer between the cars and the sidewalk. Cars feel very close, not safe while walking or cycling.
11. I've never really witnessed any problems resulting from autos using on-street parking. My only comment is that when traveling north (towards 5 Corners), the turn lane on to the Crescent Connector towards Maple Street seems short and tight, due to the marked on-street parking spaces

12. I would like to bike to school with my kids more often, but this specific stretch of Street feels scary with young kids on bikes. I would love to have more biking protection
13. Traffic sight lines leaving 27 Park and making a left is challenging. Parking in front of 27 Park would not help this.
14. I don't have a car so personally on street parking is a nuisance to me as a cyclist, and dangerous too. Often if there are spaces open drivers expect you to move over into that lane, but then a car pops up and you have to move around it and the drivers in the lane are surprise, annoyed with that. This whole area is just so weird/terrible to bike through. I just white knuckle it on the road bc the sidewalks are so bad and the bike infrastructure is so disjointed. I feel like I always miss the right sequence of turns/crossings to be on the 'bike path' that it's easier not to bother.
15. I don't really have any concerns.
16. Seems like you would want to maintain some of it as this section of town develops. Wouldn't want to lock up all the land into off-street parking and wouldn't want to street to just be a throughfare for moving vehicles (cars/bikes) but an active street for people to be and come to
17. Taking away on street parking will kill local businesses. My clientele is often older and unable to do long walks. The sidewalk is covered in ice and snow in the winter making it even more challenging to reach my business. I can count on 1 hand how many bikers I see on park street daily. Adding a bike path and eliminating parking is not going to make a stronger downtown, Essex. For 6 months a bike ath isn't even used. Slowing traffic, leading to more idle time goes against all your environmental standards. Stop with the insanity! Leave park street alone!!
18. Vehicles are rarely parked in these areas with the exception of the spaces in front of Rockies. These spaces are usually briefly occupied and drivers can be careless entering and exiting. There is always plenty of parking in the adjacent lot and making the full turn would be much safer than slipping in and out. The other concern is that when vehicles occupy spaces it creates inconsistent space for cycling. I either have to enter and exit the main vehicle lane or I have to take the lane the entire time. Neither of which feel safe.
19. I have not experienced any concerns with Park street traffic as a driver nor as a cyclist I am very concerned that since the changes to the traffic light at 5c, I consistently see traffic from Park St run the red light- 2-3 cars after the Pearl St light is already green.
20. Street parking is dangerous and stressful. The parking situation in this area is not ideal and it's tough to visit businesses sometimes due to parking. Crossing the street from the On Tap lot is stressful, if I can't find parking behind the liquor store but I prefer to park in a business lot if I can find a spot (despite often posted signs for the spots being "only" for patrons of the business, I've never had a problem). I feel that street parking is less safe due to foot traffic and cyclists traffic. I also drive big vehicles through town every so often and for commercial travel as well as emergency vehicle considerations I think eliminating parking on the street is the better option. I will only use the parking spots in front of Rocky's if I can easily pull straight in with no need for parallel parking. My spouse will parallel park. It's stressful with the light right there. I like option 2, and there are already private lots in the area. With a few more proper crosswalks I prefer the route to eliminate some parking to open the road.
21. Parking on the west side of Park St is more useful than the east side, because there are more businesses there. I would miss the parking spots near Rocky's and the beverage store.
22. Lack of space already. Inconvenient to some because of mobility issues for instance
23. Visiting a business along with route, it is great to park, get out, shop, get back in car. When I go to Green Mountain Clippers, for instance, the side lots are almost always full. The two spots in front of the shop - there's often at least one spot open. I have limited mobility so parking in another lot and walking, or crossing street, is not do=able for me. So if there wasn't a spot very close to this shop, I'd just order shampoo online, etc and not shop there. Same with shopping at Karen's. Not everyone has the same ability. Some are old, some have illness, some are children is strollers. We all can't ride bikes in January while carrying groceries, for instance. So many walkable plans really leave out those who's bodies just don't work all the way.
24. If the spots are removed I worry businesses and residence with visitors will be negatively impacted
25. The on street parking in front of the auto store and rockys should prolly go.
26. Please do not reduce on street parking. Increased housing and commercial space parking demands, have greatly increased in the Park Street, Five Corners area. In particular, I have traveled through and about Essex Junction for 81 years and have been a resident for the last 34 years. This once quaint Village has lost much of its charm as it has become urbanized. Less parking is not the answer to tall buildings and more population. Lets keep our fair city, people friendly. The same applies to Pearl Street as the City is looking to spend \$4 Mil. to revamp a road that only needs a face lift.

27. If the need for parking is because of people visiting or living in the apartments than those apartment areas should change the parking available for their tenants. If parking is because of the local businesses, it would be interesting to understand the percentage of time people are parking to use those business businesses versus available lots for those businesses
28. This is tge most heavily traveled section of road that I drive on everyday. Parking spaces on the road are unnecessary in this area in my opinion. As a cyclist myself, I completely avoid 5 corners due to the amount of traffic, but adding bike lanes here would help greatly! What would help the most regarding cyclist safety in my opinion is awareness of cyclist exposure while on the road and reducing driver anger with cyclists. Cyclist need to be held accountable for following traffic laws, but drivers need to be more aware/engaged. A bike lane is the easiest approach to this problem
29. Cycling is my mode of transportation. Right now Essex Jct feels more like a strip mall than a downtown. Having more space for cyclist and pedestrians would bring more business to the area !
30. theres usually parking if you're willing to walk a bit
31. I usually bike, walk, or take the bus places but if I am driving, I prefer NOT to park on street with parallel parking. I feel stressed about holding up on coming traffic while I park and often spots available are inconsistent or not the right size. I always prefer to park somewhere in else nearby and walk to the destination. I also find it difficult when driving to see traffic on the street when I am pulling out of a driveway onto a road with street parking.
32. They take too much space that could be better for people to have a safe space to walk or bike safely. There are already so many parking lots around that area. And not safe roads for people that commute biking as only way of transportation.
33. Cyclists need to be safe!
34. At night there are a number of dark colored vehicles parked and hard to see.
35. Widen the current sidewalks to the curb and into front yards if need be and make them multiuser pathways. Leave the road alone.
36. That existing on street parking needs to remain, and no new additional on street parking be added.
37. On street parking it is easier to get back onto road given the amount of traffic on Park Street when visiting apartment.
38. There is too much on-street parking in this area with many of the spots unused most of the time. There seems to be ample off-street parking available in the area.
39. I never see cars parked there
40. I do not have concerns with this and have never used the on street parking available.
41. Backing out into traffic on Park Street can be challenging during business hour traffic.
42. More on Street parking, the better
43. I don't see the need for change. Another waste of money.
44. As a cyclist it can be scary passing by parked cars when they open their doors to get out. Not all are looking for bicycles.
45. There isn't enough. Removing them will make visiting any of those businesses impossible.
46. Reducing on street parking, which on the only parking scaled for SUV's and Pick Ups. New off street parking is scaled for mostly city cars...
47. I usually walk so I don't find parking to be an issue. I have had conflicts/felt unsafe as a cyclist trying to fit between traffic and parallel parked cars.
48. The parking is convenient to the businesses. I'd be highly less likely to shop, especially at that particular convenience store and ice cream shop
49. Having parking on only the outbound side of the street (per alternative 2) would make it somewhat more difficult for people coming *into* the city to park.
50. No concerns at all.
51. potential loss to liquor store, and crowding/congestion when liquor store customers use current off street parking and use cut-through from park st to Iroquois avenue.
52. the biggest issue/concern is evening traffic. Narrowing the lanes would do nothing to address this.

53. I agree with getting rid of on-street parking, but then off-street parking options need to be improved and clearly signed
54. Biking on this stretch of Park Street feels very dangerous, especially when cars try to pass. There are no bike lanes so I just go in the middle of the lane, but that makes drivers annoyed (even though I have a right to be there) and they attempt dangerous passes to get around me. I also worry about a parked car opening the driver side door and getting hit by it.
55. Please remove as much parking as possible as the on street parking causes many issues for people not in a vehicle.
56. Seems unnecessary to have it
57. Reclaim parking spaces for people-centric uses!
58. If on street-parking is reduced or removed, it would have a major impact on finding parking spaces. Very few people ride bikes in the Winter if at all.
59. eliminating on street parking would reduce risk of collision between people and cars when drivers park opposite of destination and dash across mid block.
60. No concerns, what I do have concerns about is redesigning this road again. Please start forward thinking. When you added the lights in by railroad tracks, all this should have been thought about and redesigned. This is a waste of taxpayer funds, be it state, local or federal. Please start using forward thinking. 1) If we change this, what is the impact in a week, month, year, 5 years, 10 years.
61. No real concern
62. No parking concerns in this area. Now it's time to consider on-street parking on Main street from Railroad to Five Corners on the Martone's side. If you eliminate that you'd eliminate the traffic back-up going onto Pearl Street from Main Street.
63. As a cyclist, I find it dangerous to have a bike lane and parking as packed cars don't always watch for cyclist. I have had doors opened right in front of me or cars try to pull out even though I was riding through.
64. to many cars on streets, town and city center areas should be reducing car space as much as possible

OE-2. Is there anything else you would like to share about the proposed design alternatives? (77 responses)

1. The option that doesn't provide a buffer between the bike lane and traffic SIGNIFICANTLY reduces the types of people that would be comfortable using this route.
2. When you create the buffers between traffic and the bike it is possible to make those buffers consist of a physical barrier to help improve cycling safety and help encourage slower driving. Things like wheel stop buffers and/or a vertical barrier like those tall skinny traffic dividers.
3. Adding a bike lane is not a good idea for that area of Park Street. Way too many Large Trucks , Ag equipment, Tractor Trailers to navigate the motor vehicle lanes. Bikes need to use the same lanes as all other motor vehicles and NOT RUN THE STOP Lights. I drive the 5 corners twice a day every day. I constantly see e bikes and peddle bikes not following the traffic laws.
4. I ask you to consider something like these barriers to further protect bikers: https://external-content.duckduckgo.com/iu/?u=https%3A%2F%2Fimages.prismic.io%2Fpeopleforbikes%2F1946e8d3-9271-450e-8e19-319c62829e4a_JC-Hoboken%2BBikeway.jpeg%3Fauto%3Dcompress%2Cformat%26rect%3D0%2C106%2C960%2C617%26w%3D1400%26h%3D900&f;=1&nofb;=1&ipt;=fb530ff3480e6680cc86cfbe523362ec18afe908d66b2e607baa64b9df26acec Or something like this that could be pollinator gardens or community/volunteer planters: <https://external-content.duckduckgo.com/iu/?u=https%3A%2F%2Fehq-production-us-california.imgix.net%2F2930b618d947ec9174d37ed41ca9c591b7b365f3%2Fphotos%2Fimages%2F000%2F003%2F914%2Foriginal%2FGEDC0700.jpg%3Fauto%3Dcompress&f;=1&nofb;=1&ipt;=cbb516c1c57e85beed16148e05da850eec33f5871c4fc5275b2925d382083f2>
5. I have biked on Park Street many times and not had an issue with parked cars. I ride where cars would park if spots aren't used. With no on-street parking the road would feel very wide and likely cause more speeding. Right now the lanes are very wide (14 feet) which is plenty wide to bike along. I think there are higher priorities for bike improvements than this proposal.
6. the parking lot along the north side of the tracks, the far side from the laundromat, seems under utilized
7. As previously stated whatever is done should be maintained each year. Too often what has happened is great upfront markings only to fall short of keeping up in the years to follow.
8. I avoid biking in this area if possible. It's too busy, and too many vehicles going too many different directions. I generally take a much longer route around Park St and 5 Corners, using parts of Cascade and West St or the Global Foundries property.

9. Alternative 2, looks like it would allow some parking, while providing more of a buffer space to walk safely while being a little further away from the cars/trucks on the main road.

10. I don't think any of this will reduce speeds. I also worry a bit about the width of the drive lanes, given that cars and trucks are SOOOO big these days and they like to impinge on the center striping. I like the idea of having a wide bike lane, which means Alternative 1 but I feel for the businesses that are going to lose their easy access parking. I also wonder why this hasn't been addressed earlier in the whole 5-Corners construction mess that has seemingly been going on for years

11. Based on my experience visiting the businesses in this area (Rocky's, Liquor Store, Essex Paint, etc.), they have plenty of parking on sight. I have only used street parking as a convenience (not a necessity). Getting a clear bike route to Williston would be great. I hope the same can be done on Pearl near Susie Wilson.

12. Alternative 2 is probably fine. And much better than the current situation. Alternative 1 is ideal for me as a cyclist. Either way the actual car lane narrows which will reduce speeds. You probably aren't going to get away with removing on street parking just because people who have cars are such an overwhelming majority. I would like to see No. 1 but could live with 2. I wonder if you could have the bike lane pass behind the row of parked cars, so they they act as a buffer between cyclists and traffic. But then I doubt drivers would respect the lane. Thank you for at least making an effort to improve cycling safety. Definitely do not leave it as it is!!

13. The quality of the bicycle infrastructure on either side of Park Street (in both Essex J and Williston) means that this stretch is the key missing link to make it much more likely for folks in either town to travel back and forth by bike. I am a keen cyclist who already does this but I would be able to convince many of my friends to do so as well if this bike lane was built.

14. Be mindful that cyclist will also need reliable places to park their bikes

15. Nope!:)

16. It is important that we do not lose the turning lanes to West St.

17. I am excited that we are promoting new business in the 5 corners.

18. So this is great because, as I said I don't come here often but each time I have I've noticed that it has huge potential as a downtown commerce center, but right now is very unfriendly environment on bike or on foot. Bike lanes are great and narrowing the car lanes are great, but if you don't have some sort of physical barrier between them you gain little (feeling of safety for the bike, feeling of narrowness for the car). So I would highly encourage including and maintaining cement curbs or semi-permeant cones, or literally anything. I know you guys are trying to keep the curb width the same. But in the future I think the best option here is more of a mixed use path or raise bike lane, some on street parking, bump outs with planters to keep the travel lane narrow even if there are no parked cars, and to remove curb cuts where you can.

19. Keep park street the same.stop the lunacy!

20. please continue to prioritize bikers and walkers in our city!

21. With already limited parking in the downtown area, WHY would you start removing a bunch of parking spaces?? Not everyone who frequents these businesses are EJ residents and are not biking or walking to get there. Honestly, by removing more spaces, you are only hurting small businesses.

22. Just do it. Don't let the naysayers moan about their excessively abundant parking until the project stagnates. Just build it and the city will be better for it. They'll find something new to complain about after they realize we've made the city better. Study after study shows these kinds of projects are unpopular but improve both quality of life and business performance anyway.

23. Solution looking for a problem. Solve the traffic light issues instead.

24. They suck

25. I think making change is great. Whether it's eliminating all spots entirely or just some, people can adapt and find new parking spaces behind businesses. I would love to see shared business agreements for parking lots and keeping the roads wide open for visuals is more safe. I support option 1 and 2!

26. I don't know if this would be feasible but I like the bike lanes in Montreal: a concrete barrier separates bikes from cars and both directions of cyclists travel on their own "road" with a yellow line separating each direction.

27. Do not add bike lanes to an already busy and crowded street. This street is always backed up and 5 corners has made traffic horrible here why would the city intend to make the situation worse by reducing space and putting in bike lanes.

28. It's easy to propose parking lots far away from businesses and promoting walking, but it has a big effect on where people shop, especially when the weather is bad.
29. Can't see parking stip lines for several months of the year. You think everyone is young, healthy, and has a bike. You think no one has elderly, babies, disabled, etc issues. You think we all drive tiny european cars just perfect for tiny lanes. Bikes get huge lanes, cars and trucks get little lanes. You're so ableist
30. I routinely bike into and through this area. Dedicated bike lanes would increase my usage and safety.
31. Taxes keep increasing and I feel the city needs to postpone unnecessary spending to help reduce the community burden. If households need to go without luxuries or extras to make their budget work, the municipality needs to as well.
32. No nobody knows they can park in the garage its not very well "advertised", it looks like resident parking only.
33. Connecting to Williston bike path would be an amazing corridor
34. I live by the concept that if isn't broke, don't fix it. Once poor changes are made, we will always have to live with it.
35. Additional biking lanes would help people feel more confident about using bikes to travel and visit local businesses without using gas. I strongly approve of bike lanes to make biking more safe
36. We don't need bike lines in a state where you only bike about 3 mos/yr. Ridiculous.
37. I rarely see people biking on Park street and these changes are not necessary
38. Big fan of multi use paths and protected bike lanes
39. If the goal is to make cycling feel safer, alternative 1 is much more effective than alternative 2. With traffic as constant and fast as it is on this street, it will still feel unsafe for most people to be biking directly next to the cars with no buffer. If the city is serious about reducing car traffic, car emissions, and increasing bike and pedestrian access, these on street parking spots are a small price to pay (especially with ways to mitigate their elimination, as pointed out by questions in the survey) to create a healthier city. As someone who lives in Burlington, it is very clear that many of the most frequented shops are on Church Street - a street that is fully pedestrianized and allows no car traffic or on street parking. I do not believe the elimination of these parking spots will reduce store customers.
40. I think the need of safe spaces for biking is a really important development for our community. If there are more safe bike lanes, I'm sure more people will be willing to bike to do shopping and also commute!
41. Please add a physical barrier between cars and bikes, whether it's bollards, curbs, parked cars, or something else. A painted line will not protect bikers from distracted drivers.
42. More needs to be done to reduce car speeds
43. I do not like reducing lane widths to 11 feet in this area. With the large number of trucks especially tractor trailers it is a bit scary with being closer to on coming trucks.
44. Don't do it.
45. Do not add a bike lane. Please add street markings to encourage traffic not to stop at the entrances to businesses.
46. Alterative 1 is way too wide bike lanes. There will not be enough bike traffic in the future to justify that. Alternative 2 is able to give dedicated bike lanes and preserve some on street parking.
47. I am interested in knowing more about enforcement of the speed limit in the area of concern. It is clear to anyone that uses this section of Park St that most vehicles are going well above the posted speed limit. I worry that the repainting will not have the desired easing effect as drivers will just drive in both the vehicular and bike lanes.
48. For Alternative 2, is it feasible for the parking on the west side to be closer to the street and the bike lane to be between the parking and the sidewalk, I feel like this would reduce conflicts with cars and bikes, and make it safer for the bikers.
49. I am not sure why there is a need to make the road more bike friendly. All of the issues I have seen with bikes on this stretch are due to cyclists not following the rules of the road, such as stopping for red lights. I would rather see something done about the intersection of Park/Iroquois/Franklin as cars turning from Park onto either of those streets causes large backups. Also leads to drivers cutting around when there really isn't space to do so.
50. Dedicated turn lanes on Iroquois/Franklin Streets and onto South Street from Park Street heading south will make the road flow better and have less erratic drivers leading to safer bicyclists.

51. The small amount of bike traffic should not change traffic patterns and cost city residents money and future headaches. Nikes can travel on sidewalks that are well maintained for this section of road.
52. Strip all you want. Can't see any strips when snow is present. VERMONT has winters. Many elderly, disabled, parents of babies aren't going to be riding their bike in January and stopping to shop. Then riding home with all their purchases. Not everyone lives in that block. Bus routes are routinely cut. Very Abel-ist design
53. No. Who comes up with these money wasting proposals? How many people have ever used the bike lockers on the Connector? And what was the cost?
54. Stop trying to make this City something it isn't. As you repeatedly push for tall buildings and greatly increasing the number of residents, removing parking is simply ridiculous.
55. I have only seen a handful of bikes on this section of road from late Nov - mid March. Most of the bike riders are not following traffic patterns, lanes, red lights nor stop signs.
56. We need more parking to keep up with all of the businesses being built, not eliminate parking
57. Please no metered/timed parking
58. Stop the madness
59. Until bicyclists pay for a registration to help maintain our roadways, keep them off the roads!
60. Have not seen any problems on this stretch of road. We don't need more bike lanes.
61. Your plans won't encourage people to use their bikes to visit the businesses. It seems extremely ridiculous for our extremely high taxes to go towards something that is not needed. This village has bigger problems than rearranging the stripes on Park Street.
62. Car traffic through this corridor will likely be reduced with any proposed changes. We missed the "boat " when bypass wasn't passed. I would be cautious about making changes that may impact the hundreds of cars that pass daily for the very few cyclists. Turn lanes will be critical to maintain. It is noteworthy that one frequently sees frustrated drivers due to slow movement of traffic.
63. What are the effects of proposed changes on traffic in neighborhoods between Cascade and West/South Streets? These highly populated residential neighborhoods are used as cut throughs to avoid 5 corners, with parks (cascade and Stevens), and lots of pedestrian traffic. What percentage of safety issues might move from one area to another?
64. There are also too many stop lights along this stretch of road, as part of this project you should look at syncing/timing them better, so that when that branch of five corners is green all lights are also green to aid in clearing traffic
65. As a cyclist I would be happy with Alternative 1 or 2 at this point because some bike lanes are better than zero bike lanes. Despite public pushback you will receive from drivers I strongly implore the city to implement at least one of these (ideally Alternative 1) to put safety over the convenience of impatient road drivers.
66. While a painted buffer is something, it is no replacement for a protected bike lane.
67. This is a main artery to and from Essex Junction. Main arteries should be for the safe passage of all users (especially those not in vehicles). Having personal vehicle parking makes that area less safe for those not in a vehicle since vehicles in this area travel at high speeds and have obstructed sightlines.
68. I dont know why we cant widen and pave sidewalks and have pedestrian and bikes share. I very strongly support keeping bike and traffic separated. Bikers get hurt or die and we can prevent that with separation
69. Repurpose spaces for bike parking, outdoor dining, street trees, wider sidewalks
70. Hopefully any propseed public parking lots are will be free (not pay for parking).
71. I travel park street/2a every work day. I have never seen more than 2 bikes EVER at one given time. This seems to be a complete waste of time and \$. How about maintaining the roads?
72. Yes, think of the consequences of your actions. Start using forward thinking and stop wasting taxpayer money. We are in hard times. We are being taxed to death in this once beautiful state/village. We are being bleed to death financially. How many more Vermonters will need to leave this state due to the lack of compassion in regard to how our representatives continue to believe we have unlimited financial resources. Stop the insanity.

73. I see street designs are being offered for both Pearl and Park street but ultimately what, in the long run is the thought for the actual 5 corners. Would figuring out the thought design for the 5 corners first then design the streets mentioned above? Sorry if this has previously been discussed.
-
74. Please address our property taxes instead of looking for ways to spend money in other areas. It's absurd. We will never be a destination location. I don't see very many bicycles on this road. We are a pass through by car or a pool membership town. I have lived here since 1984. Our charming heyday has passed. Just because we are called a city in Vermont doesn't mean we are a city. Look at improving the strip malls on Pearl among other areas. Work to improve Essex Junction aesthetically and maybe they will come (by car).
-
75. So glad to see riding/walking considerations
-
76. Why was there nothing proposed about section A? The entire proposal is not needed or feasible at this time. More typical Locomotion nonsense.
-
77. I hate cars, the main reason i never go to essex junction is because of the cars, if it were more bike friendly I would probably go more often
-

**OE-3. Business owners: Do you have any specific concerns about on-street parking as it relates to your business?
(5 responses)**

1. No, we have a lot. It's not a large lot, so is often filled if all employees are in the office. If a customer visits we do sometimes have to use street parking.
-
2. Yes! Where are my 75+ years old clients to park if you take it all away?
-
3. Other than the fact that I almost never see bicycle riders on park street and am unsure of why this seems to be an issue.
-
4. I want the on street parking to stay the same. I don't need more, and I don't need less. It is perfect the way it is now.
-
5. For the love of god do not put in bike lanes.
-

Additional Parking Count

Zone A

Zone B

Zone C

Zone D

4 on-street spaces

9 on-street spaces

2 on-street spaces



9 on-street spaces

3 on-street spaces

5 on-street spaces

2026 parking count included all on-street spaces in the area as well as the highlighted off-street lots



	2026 Count													
	Date	3/31/2026	3/31/2026	4/1/2026	4/1/2026	4/1/2026	4/1/2026	4/1/2026	4/2/2026	4/2/2026	4/3/2026	4/3/2026	4/3/2026	4/3/2026
	Day of Week	Tuesday	Tuesday	Wednesday	Wednesday	Wednesday	Wednesday	Wednesday	Thursday	Thursday	Friday	Friday	Friday	Friday
	Time	12:10	16:15	8:04	11:30	14:00	16:45	18:08	12:45	15:03	9:15	12:40	15:19	21:59
Parking Count	Total Spaces	Occupied Spaces	Occupied Spaces	Occupied Spaces	Occupied Spaces	Occupied Spaces	Occupied Spaces	Occupied Spaces	Occupied Spaces	Occupied Spaces	Occupied Spaces	Occupied Spaces	Occupied Spaces	Occupied Spaces
Zone A West On-Street	9	6	5	3	6	5	5	0	6	4	4	5	6	2
Zone A West Off-Street (Cocoplum Appliances)	23	11	11	7	8	8	7	5	10	9	11	10	9	4
Zone A East Off-Street (34 Park St)	45	25	20	8	25	35	17	11	31	32	23	29	27	25
Zone B West On-Street	3	1	0	0	0	0	2	0	1	0	0	0	1	0
Zone B West Off-Street (Rocky's/ FC Variety)	22	7	9	2	0	11	14	14	15	8	9	9	16	2
Zone B East On-Street	4	1	0	0	0	0	0	0	0	3	0	0	0	2
Zone B East Off-Street (Park St Tavern)	21	17	9	1	6	14	10	9	12	18	1	8	19	17
Zone C West On-Street	5	0	0	0	0	0	0	0	0	0	0	0	0	0
Zone C East On-Street	9	0	0	0	0	0	0	0	0	0	0	0	0	0
Zone D East On-Street	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Off-Street Parking Usage		8	5	3	6	5	7	0	7	7	4	5	7	4

Parking Count	Total Spaces	2026 Count			Streetview Counts			UVM Student Count			Stantec Count			All Available Data		
		n	Max	Mean	n	Max	Mean	n	Max	Mean	n	Max	Mean	n	Max	Mean
Zone A West On-Street	9	13	6	4.4	11	9	6.3	1	4	4	17	7	3.6	42	9	4.6
Zone A West Off-Street (Cocoplum Appliances)	23	13	11	8.5										13	11	8.5
Zone A East Off-Street (34 Park St)	45	13	35	23.7										13	35	23.7
Zone B West On-Street	3	13	2	0.4	11	1	0.5	1	1	1	17	2	0.9	42	2	0.6
Zone B West Off-Street (Rocky's/ FC Variety)	22	13	16	8.9										13	16	8.9
Zone B East On-Street	4	13	3	0.5	11	3	0.6	1	0	0	17	2	0.5	42	3	0.5
Zone B East Off-Street (Park St Tavern)	21	13	19	10.8										13	19	10.8
Zone C West On-Street	5	13	0	0.0	11	4	0.7	1	0	0				25	4	0.3
Zone C East On-Street	9	13	0	0.0	11	3	0.7	1	0	0				25	3	0.3
Zone D East On-Street	2	13	0	0.0	11	0	0	1	0	0				25	0	0.0

**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING
DRAFT MINUTES OF MEETING
April 15, 2026**

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

ADMINISTRATION: Regina Mahony, City Manager; Mark Brislin, EJRP Director; Jess Morris, Finance Director; Ashley Snellenberger, Communications & Strategic Initiatives Director;

OTHERS PRESENT: Raj Chawla, Bethany Clark, Clayton Clark, George Dunbar, Jack Hanchett, Warren Spinner, Resa.

1. CALL TO ORDER

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

2. AGENDA ADDITIONS/CHANGES

City Council President Thibeault asked to move Consent Item #6c to be Business Item #5f, and modify the Executive Session to be Business Item #5g.

3. APPROVE AGENDA

Councilor Certa made a motion, seconded by Councilor Miller, to approve the agenda as amended. The motion passed 5-0.

4. PUBLIC TO BE HEARD

a. Comments from Public

George Dunbar asked a number of questions about the Recreation Software Contract item, including who the current recreation management software vendor is, how much the contract cost in FY26, whether the City's procurement process was followed for the current vendor, whether the competitive bidding process was followed for the contract up for consideration tonight, and whether there are costs associated with this contract included in the FY27 budget.

5. BUSINESS ITEMS

a. Discussion of Green Mountain Transit – Potential Elimination of the #4 Service

Clayton Clark, the General Manager of Green Mountain Transit, spoke on this agenda item. He said that the #4 Service, the Essex Circulator, has been determined by the Agency of Transportation to be economically inefficient for the last ten years based on AOT's scoring of the route, and it has been recommended that the route be eliminated or modified. He said that the most recent report shows that the average cost per ride for GMT is about \$7, and the average cost per ride for the #4 service is around \$28 (with the next highest cost being around \$14 per ride). He noted that GMT is facing a very significant financial deficit of \$2.5 million for FY28 and \$500,000 for FY27. He said that reducing the #4 service would provide a net savings of \$112,000. He said that GMT's board will be considering this action at its meeting next week, noting that if this elimination is approved, GMT will need to work with the City of Essex Junction and the Town of Essex on how to handle ADA service. He said that riders with disabilities can access paratransit service through GMT's contract with SSTA, and they could explore providing this service for a period of time if the route is eliminated. He expressed optimism about the #4 service, given that current State legislative changes through the Transportation Bill ("T Bill") could allow GMT to collect money outside of its standard formula for assessment. He said that this could allow GMT to enter into an agreement with the City, Town, and Essex Westford School District, to raise local funds to cover the cost of the route. He noted that the school district is interested to keep some level of the #4 service.

Councilor Haney asked about the decline in volume of ridership and what the average number of riders for that route currently is. Mr. Clark replied that average ridership for the #4 is lower than for other routes, and

57 said he will send those utilization metrics to the City, including where the boardings are along the route. He
58 said that the #2 bus service goes to the Amtrak station, and that one area of exploration is extending the #2
59 service to the Essex Experience, in the event that the #4 service is eliminated. Councilor Certa noted that
60 bus service in the City has been an issue for years, and said that there will be a number of people impacted
61 who rely on this bus service. He said a key piece of the discussion will center on understanding the
62 demographics of the ridership at the #4 stops to try and understand and mitigate impact. Mr. Clark noted that
63 GMT is fielding a ridership demographic survey next month, so they should have fresh data to look at to
64 inform potential discussions. Councilor Miller asked about the implications of a reduced route as it would
65 relate to the availability of SSTA rides. Mr. Clark replied that SSTA service is available at the same time that
66 the routes are available, which would need to be considered if the #4 service is reduced.

67
68 b. Tree Advisory Committee Brief to Council

69 Nick Meyer, Chair of the Tree Advisory Committee, and Warren Spinner, a member of the Tree Advisory
70 Committee and Tree Warden, spoke on this agenda item. Mr. Meyer spoke about the TAC's activities over
71 the last year. He noted that the TAC planted 40 trees last year and received a grant for ash remediation. He
72 noted that last year's drought made planting difficult and is hoping that the majority of the trees planted,
73 especially in the Route 15 corridor, will survive. He said that they are growing the vast majority of their trees
74 at the Burlington Branch Out Nursery, which is a great opportunity for volunteers to get involved and help
75 grow trees that are much less costly than trees purchased through wholesalers. He said that work on ash
76 tree remediation continues, that the TAC has removed and interplanted where possible. He noted that
77 residents have been taking action to remove sickened ash trees on their private properties, and he said he
78 hopes that the TAC can offer trees to those residents ongoing. He spoke about TAC's participation in Arbor
79 Day events at schools. He noted that the City was awarded its 11th year as a Tree City USA City. He spoke
80 about more work with the Planning Commission and Development Review Board to provide technical
81 assistance and expertise where needed, especially with amendments to the land development code to
82 improve the green infrastructure in the City. He spoke about upcoming activities over the next year, including
83 planting 25 trees along the Village right-of-way, holding an Arbor Day event on May 13th and planting trees
84 at the schools and at Maple Street Park, conducting a large planting at the Branch Out Burlington Nursery,
85 holding a Tree Walk at St. Michael's College with its ecologist, holding a Great Tree contest in the fall, and
86 working more with the Planning Commission and the Development Review Board.

87
88 Councilor Certa noted Mr. Meyer's point about the current regulations requiring that 3% of the budget for
89 large development projects be set aside for landscaping, and asked what he thinks that percentage should
90 be if it were modified. Mr. Meyer replied that he doesn't believe it should be a percentage, but a set of
91 comprehensive requirements and standards for landscaping. Councilor Certa said that the City should
92 ensure that both current and future landscaping requirements are enforced. Councilors thanked the TAC for
93 its work in the City.

94
95 c. Discussion and Consideration of New Purchasing Policy

96 Finance Director Morris spoke on this agenda item, noting that a revision of the City's Purchasing Policy has
97 been in progress for some time, given the City's separation from the Town and the implementation of new
98 federal and state regulations in this area. She said that staff looked at current statute, VLCT's model policy,
99 and the purchasing policies of six or seven neighboring municipalities, in order to inform revisions to the
100 City's Purchasing Policy. She said that staff worked to move procedural instructions from the policy to an
101 internal procedure document, updated purchasing thresholds and dollar amounts to align with federal
102 requirements, align municipal thresholds with federal requirements, update the municipal Code of Conduct
103 section to align with state statute, and update language related to the bidding process. She provided more
104 detail about purchasing thresholds, noting that staff are proposing to move the minor purchasing threshold
105 from \$40,000 to \$75,000 (and that the federal threshold is \$150,000), but that they would welcome Councilor
106 input on this. City Manager Mahony noted that regardless of thresholds, the City cannot authorize purchases
107 that don't fit in the City's budget. Councilor Certa asked about ways to increase transparency around
108 executing purchases so that the public has more visibility into what has been authorized. Director Morris
109 noted that one mechanism to track purchases is through the Check Warrants that are issued and that are

110 included in City Council materials, which shows every check that is cut. Councilor Certa said he would like
111 to think about this for higher dollar amount purchases or contracts. Councilor Sheldon agreed, asking whether
112 it would be feasible to convert checks above a certain dollar amount into some sort of dashboard for
113 increased visibility and ease of review. The Council discussed moving the threshold for minor purchases
114 from \$40,000 to \$75,000, and were amenable to that proposal from staff.
115

116 The following public comments were received:

- 117 • George Dunbar said he would be in favor of greater transparency about contracts that have been
118 executed and payments that have been approved.
- 119 • Raj Chawla asked about how the purchasing policy as revised satisfies the federal grant requirements
120 for the Amtrak grant as it relates to DEI. City Manager Mahony replied that they have revised the
121 purchasing policy as flexible and inclusive as possible as it relates to aligning with federal code.
122

123 Councilor Haney said that this concept of a dashboard could be a larger body of work that may entail further
124 software and staffing time to collect and collate and report the data in a user-friendly way. She said that she
125 agrees that the intention is good, but would not want to delay the approval of this policy while that detail is
126 being worked out.
127

128 **Councilor Haney made a motion, seconded by Councilor Certa, that the City Council approve the**
129 **Purchasing Policy as presented. The motion passed 5-0.**
130

131 d. Discussion and Consideration of the Multimodal Train and Bus Station Improvements – Grant Agreement
132 Conditions, Associated Amendment to the Personnel Regulations and Grant Approval Authorization
133 City Manager Mahony began by noting that the City is now at the stage of obligating funds for this grant and
134 project, after having gone through pre-authorization and project design to achieve the current level of
135 obligation from the federal government. She said that federal grant conditions include provisions relating the
136 diversity, equity, and inclusion (DEI) that reflect recent changes in federal policy implemented through
137 executive orders from the Trump Administration. She said that grant condition requires the City to provide
138 equal opportunity as federal law allows, and that the City has worked with VLCT and the City attorney and
139 determined that there could be certain statements in existing City policies that may raise a flag of concern
140 under this grant condition. She noted the Federal Railroad Administration has noted that certain of these
141 issues are under litigation and they are unable to provide clear guidance on how the City should approach
142 this grant condition, and have also said that there is no aggressive enforcement of this grant condition at this
143 juncture. She said that in order to have a clear picture of potential compliance issues, staff have put together
144 an inventory of the sections of City policies and procedure documents that could be at issue. She said that
145 her recommendation is to make a minor adjustment to personnel regulations in the mission, value, and goal
146 statement section that highlights DEI. She said that in practice, the City will not change how it approaches
147 advertising for and filling jobs. She also noted that the City is working to revise its overall mission, value, and
148 goals statements, given that they are older and haven't been updated in some time, and anticipates having
149 a lengthier discussion on this topic as the City proposes updates. She said that she would also recommend
150 modifying job advertisements and postings to align with the City's full equal opportunity statement in the
151 personnel policy (which does not need to be modified). She reiterated that the City still values diversity,
152 equity, and inclusionary efforts and that the City is here to serve every member of the community in practice.
153 She said that the risk of not making these changes could potentially be putting federal funding at risk for the
154 next three years, which is not a tenable position for the City to be in. Councilor Sheldon noted that there is
155 ongoing litigation about the legality of this executive order, and said he would be reluctant to make a change
156 like this if the executive order is overturned. Councilor Certa asked what the impact to the community would
157 be if this project does not move forward. City Manager Mahony said that this project will not move forward
158 without the \$3 million federal grant, and that the benefit of this project is that it will elevate the look and feel
159 of a critical section of the downtown area, which will benefit the entire community. Councilor Miller said that
160 making these proposed changes will not change any of the City's practices, or the City's values. Councilor
161 Haney said that though the edits proposed would remove mention of equity, inclusion, and diversity, it doesn't

mean the City won't practice diversity, equity, and inclusion. She said that the potential for revising the language again in the future also exists. She also recalled that this project has been in the works for years, and is part of a much larger plan. She said that she would be willing to make this concession in order to keep this project alive.

The following public comments were received:

- George Dunbar expressed concern that the City would make these changes, accept the funding, and then be challenged in court and at risk of having the funding clawed back by the federal government.
- Mark Brislin asked whether this would apply to all federal programs. City Manager Mahony replied that this particular federal grant has this particular contract clause in it. She said that the approach being proposed now should work for other federal grants.

Councilor Miller made a motion, seconded by Councilor Haney, that the City Council approve the amendments to the Personnel Regulations identified herein and authorize the City Manager to execute the Federal Railroad Administration grant agreement for the Essex Junction Multimodal Train and Bus Station Improvements Project. The motion passed 3-2 (Councilors Certa and Shelden dissenting).

e. Discussion of the 2026 Council Retreat

City Manager Mahony said that staff are beginning to plan the Council's second annual retreat and would like to discuss what items would be of interest for inclusion in that retreat. Communications and Strategic Initiatives Director Snellenberger noted that last year's retreat had a City Council-specific discussion about the Council's priority areas and then a discussion with department heads on priorities for FY27, both of which were facilitated. She said that staff would like initial feedback from the Council on specific topics for inclusion and any suggestions for improvement. City Manager Mahony noted that they are hoping to hold the retreat on Wednesday, June 3, and that there will be discussions about firming up the agenda at the Council's two meetings in May. City Council President Thibeault said she would like to see a topic related to discussing revenue as a Council priority, as well as a topic related to continued improvement of public engagement. Councilor Certa said he would like to see a discussion about the amenities that are provided to the City and its constituents, and how to balance that with affordability concerns. Councilor Haney said that part of the engagement topic could be around how to harness citizen energy, such as when a group of residents expresses a desire to form a committee to work on a pressing topic (such as economic and business development).

f. Approve Recreation Software Contract **was Consent Item #6c**

EJRP Director Brislin spoke on this agenda item. He said that while the current software system works for basic registration, it has not met organizational expectations, especially with financial reporting, childcare payments, tracking, and modules such as facility rentals, memberships, and ticketing. He said that staff has worked with the vendor to make improvements and has implemented a number of manual workarounds, necessitating spending around 10 hours per week on tasks that should be automated. He said that staff are maintaining accuracy through internal controls, but that this is not efficient or sustainable. He said that staff have not pursued recovering costs from the vendor and that their focus has been on working collaboratively with them to move forward. He noted that they have determined that the current system cannot meet the City's needs or expectations. He noted that the contract was originally set to expire on May 1, but that it has been extended through the end of August to allow for a smooth transition time from one vendor to another. He said that the proposed system the City is considering is \$50,000 annually and the goal is to cover that through a 1% user fee, with any additional costs covered by the program fund. He noted that there is an additional \$15,000 startup and training fee, which will also be covered by the program fund. He noted that the current system charges a 1.5% fee that is passed on to users, but had proposed to move to a straight \$40,000 annual fee. He said that staff's recommendation before the Council is based on experience over the past several months and the need for a system that better supports operations and better serves the community moving forward. City Council Thibeault confirmed that the costs would be covered by the program

214 fund, not by the General Fund. She also asked who the current provider is, and Director Brislin replied that
215 it is Kaizen and the new provider would be Rec Technologies. He said that the current contract was around
216 \$30,000 and was covered through user fees. He said that they selected the new vendor through a sole source
217 selection process. He said that other municipalities with similar needs have used this new vendor and have
218 been satisfied with their performance. Councilor Sheldon asked if the department has considered using one
219 vendor for childcare subsidies and another system for parks and recreation operations, and Director Brislin
220 replied that they thought about this option, but decided that one system that does both made more sense for
221 the City.

222
223 **Councilor Miller made a motion, seconded by Councilor Certa, that the City Council authorize the**
224 **City Manager to enter into an agreement with Rec Technologies for recreation management software**
225 **services, including a one-time cost of \$15,000 and an annual fee of \$50,000, effective September 1,**
226 **2026. The motion passed 5-0.**

227
228 g. *Discussion and Consideration of an Executive Session to Discuss Attorney Client Communications and
229 Litigation
230 See item #9a below.

231
232 **6. CONSENT ITEMS**

- 233 a. Approve Meeting Minutes – March 23, 2206; March 25, 2026
- 234 b. Approve Arbor Day Proclamation
- 235 c. Approve Recreation Software Contract **now Business Item #5f**
- 236 d. Approve Grants in Aid Participation to Help Mitigate Phosphorus in Stormwater Runoff
- 237 e. Acting as the Liquor Control Commission: Approve Liquor Licenses

238
239 **Councilor Haney made a motion, seconded by Councilor Miller, to approve the consent agenda. The**
240 **motion passed 5-0.**

241
242 **7. COUNCILOR COMMENTS & CITY MANAGER REPORT:** City Manager Mahony thanked volunteers
243 who worked the polls yesterday and thanked residents and voters for participating in yesterday's Annual
244 Meeting Day and voting. Councilor Haney shared feedback that the wording on the postmark article on
245 the ballot was confusing, and asked that the City work to communicate more clearly the implications of
246 voting yes or voting no on future ballot items. Councilor Certa thanked his fellow Councilors for their work
247 with him while serving on the Council.

248
249 **8. READING FILE**

- 250 a. Check Warrant #241154 – April 3, 2026
- 251 b. Regional Boards and Committees Memo
- 252 c. March Financial Reports
- 253 d. Reappraisal Public Meetings
- 254 e. Chittenden County Communications Union District 2025 Annual Report
- 255 f. Police Community Advisory Board Minutes – March 17, 2026
- 256 g. Brownell Library Trustees Minutes – March 17, 2026
- 257 h. Tree Advisory Committee Minutes – March 24, 2026
- 258 i. Development Review Board Minutes – March 26, 2026
- 259 j. Planning Commission Minutes – March 31, 2026
- 260 k. Capital Program Review Committee Minutes – April 7, 2026

261
262 **9. EXECUTIVE SESSION**

263 a. *An Executive Session May Be Needed to Discuss Attorney Client Communication and Litigation
264 **Councilor Certa made a motion, seconded by Councilor Haney, that the City Council make the**
265 **specific finding that premature disclosure of the confidential attorney-client communications**

266 regarding a probable litigation would place the city at a substantial disadvantage. The motion passed
267 5-0.

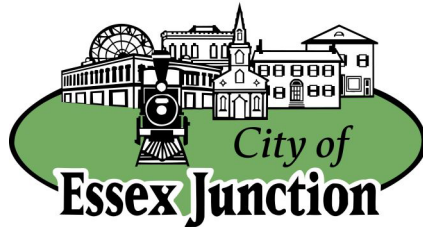
268
269 Councilor Certa made a motion, seconded by Councilor Miller, that the City Council enter into
270 executive session to discuss confidential attorney-client communications regarding probable
271 litigation, pursuant to 1 V.S.A. § 313(a)(1)(E) and 1 V.S.A. § 313(a)(1)(F) to include the City Council
272 and City Manager. The motion passed 5-0.

273
274 Councilor Shelden made a motion, seconded by Councilor Miller, to exit executive session. The
275 motion passed 5-0 at 8:58 P.M.

276
277 10. **ADJOURN**

278 Councilor Shelden made a motion, seconded by Councilor Haney, to adjourn the meeting. The motion
279 passed 5-0 at 8:58 P.M.

280
281 Respectfully Submitted,
282 Amy Coonradt



Memorandum

To: City Council, Regina Mahony, City Manager
CC: Ron Hoague, Police Chief
From: Susan McNamara-Hill, Clerk
Re: Liquor License applications
Date: April 29, 2026

Issue

The issue is whether the Council will approve the Liquor License applications for businesses in the City of Essex Junction listed in the April 24, 2026, memorandum from Police Chief Ron Hoague re: "Liquor License Applications."

Discussion

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

1st class (serves beer, wine and ready-to-drink spirits beverages for consumption on the premises):

- Sana Enterprises, LLC (Café Mediterraneo, 60 Pearl Street Suite A, includes outside consumption)
- Vespa Foods, Inc. (Vespa's Pizza, Pasta & Deli, 99 Pearl Street)

1st class and 3rd class (3rd class provides the ability to sell spirits (liquor containing higher alcohol content than beer and wine) and fortified wines for consumption only on licensed premises):

- Veterans of Foreign Wars Essex Jct. Post 6689 (VFW Post 6689, 73 Pearl Street, includes outside consumption)

2nd Class (sells beer, wine and ready-to-drink spirits beverages for off-premise consumption):

- KPH Drugs, Inc. (Kinney Drug Store #21, 82 Pearl Street)

Recommendation

Staff recommends that the Council approve the Liquor license applications for businesses listed in the April 24, 2026, memorandum re: "Liquor License Applications".

DEPARTMENTAL MEMORANDUM



Date: April 24, 2026

To: Regina Mahony
City Manager

From: Ron Hoague
Chief of Police

Subject: Liquor License Applications

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

Sana Enterprises, LLC
Includes outside consumption

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

Vespa Foods Inc.

DBA: Vespa's Pizza Pasta & Deli
99 Pearl Street
Essex Junction, VT 05452

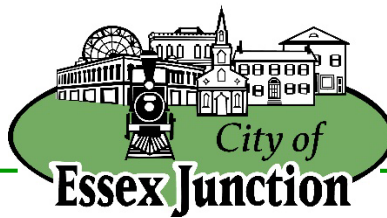
Veterans of Foreign Wars Essex Jct. Post 6689
Includes 3rd class and outside consumption

DBA: Veterans of Foreign Wars Essex Jct. Post 6689
73 Pearl Street
Essex Junction, VT 05452

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

KPH Drugs, Inc

DBA: Kinney Drugs Store #21
82 Pearl Street
Essex Junction, VT 05452



MEMORANDUM

To: City Council, acting as the Local Cannabis Control Commission
From: Christopher Yuen, Community Development Director
Meeting Date: April 29th, 2026
Subject: Tier 1 Manufacturer cannabis license renewal application – TrichomeVT

Issue

The issue is whether the City Council, acting as the Local Cannabis Control Commission (LCCC), will approve the Tier 1 Manufacturer, VT S-000015330 license renewal application, for TrichomeVT on 8 Taft Street.

Discussion

On April 15th, 2026, the Community Development Department received a Local Cannabis License renewal application for a Tier 1 Manufacturer at 8 Taft Street from the Vermont Cannabis Control Board (VCCB). The LCCC last approved this application on April 9, 2025. The Tier 1 Manufacturing license is separate from the Tier 1 Outdoor Cultivation license that the LCCC denied on October 22, 2025.

Tier 1 cannabis manufacturing is a permitted use in the Residential 1 (R1) Zoning District, where the 8 Taft Street property is located. Section 201 of the Land Development Code offers the following definition:

“Cannabis Manufacturing Establishment, Tier 1” shall mean an establishment licensed by the Vermont Cannabis Control Board and the Local Control Commission to manufacture cannabis products in accordance with 7 V.S.A Chapter 33 [or current state definition at time of application].

Cannabis establishments may also be permitted as “Home Occupations”, a land-use category for miscellaneous small home-businesses allowed in any residential district.

The applicant holds a valid Zoning Permit #19 for a Home Occupation at the address, and therefore, this land use complies with the Land Development Code.

Recommendation

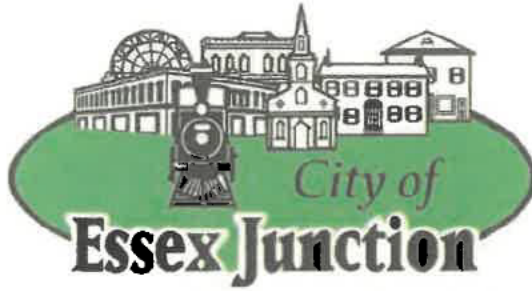
Staff recommends that the Essex Junction Local Cannabis Control Commission APPROVE this license application.

Recommended Motion

“I move that the Essex Junction Local Cannabis Control Commission APPROVE the Tier 1 Cannabis Manufacturing license for Trichrome VT, associated with state license VT S-000015330”

Attachments

Local Cannabis License application and Zoning Permit



RECEIVED
APR 15 2026
City of Essex Junction

**Application for Local Cannabis License
City of Essex Junction**

*****Return complete applications to the City for processing*****

On July 14, 2022, the Essex Junction City Council adopted a resolution establishing a local Cannabis Control Commission (CCC) to provide local licenses for cannabis operations. The City Council will act as the CCC and provide licenses, including any necessary conditions for parties interested in operating in the City of Essex Junction. The following application information is required for review and approval by the CCC prior to commencing operation. Failure to receive approval and licensing from the CCC may result in a notice of violation, including applicable fines.

1. Applicant Information

Name: Jason Struthers
Doing Business As: Trichome VT LLC
Mailing Address: 8 Taft Street
Telephone Number: [REDACTED]

2. Owner/Agent Contact Information

Name: Jason Struthers
Mailing Address: 8 Taft Street
Telephone Number: [REDACTED]
Email: [REDACTED]

3. Address where use will occur in the City

8 Taft Street

4. Licensing Information

Type of License Requested (check all that apply)

License Type	Tier (if applicable)	Date Applied for State Permit	State Permit Number (if Issued)
<input type="checkbox"/> Outdoor Cultivation*			
<input type="checkbox"/> Indoor Cultivation*			
<input type="checkbox"/> Mixed Cultivation*			
<input type="checkbox"/> Retail			
<input checked="" type="checkbox"/> Manufacturing*	1	Complete 08 APR 2026	S-000015330
<input type="checkbox"/> Testing			
<input type="checkbox"/> Wholesale			

Note: * Requires indication of tier. For more information on tiers, visit www.ccb.vermont.gov

5. Local Compliance Information

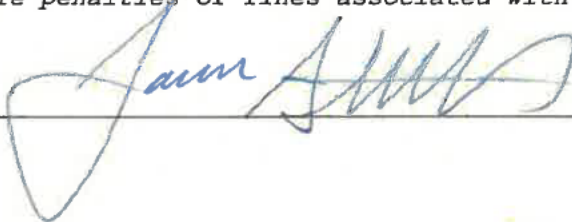
Compliance Questions	Answer
Land Use	
Has the Zoning Administrator been contacted regarding your proposed use?	Yes
Is the use permitted by local zoning bylaws in the location you have identified?	Yes
If yes, is a zoning permit required?	N/A
If a zoning permit is required, what is the date the complete application was submitted for review?	N/A
Has the zoning permit been issued? If yes, please attach to application.	N/A
Utility	
Is an allocation for water being requested?	N/A
If yes, how many gallons per day have been requested?	N/A

Has an allocation for water been granted?	N/A
Is an allocation for wastewater being requested?	N/A
If yes, how many gallons per day have been requested?	N/A
Has an allocation for wastewater been granted?	N/A
Has a biological oxygen demand test been conducted on the wastewater?	N/A
What is the Biological Oxygen Demand of the wastewater?	N/A
Have fees for allocations been paid or is a payment plan in place with the City?	N/A

6. Acknowledgement & Signature

I acknowledge and understand that this application for a local cannabis license (or licenses) is independent of any approvals issued by the State of Vermont's Cannabis Control Board. I further acknowledge that any license(s), if granted, will expire one year from the date it is issued and that a new application will be required for renewal. I agree to comply with any conditions included with approval of a cannabis license issued by the City of Essex Junction and understand that failure to comply with any identified conditions may result in revocation of this license, including any applicable penalties or fines associated with the violation of conditions.

Signature



Date 15 APR 2026

Printed Name

JASON STRUTHERS

Please return the application to City of Essex Junction - 2 Lincoln St, Essex Junction VT 05452.

Official Use Only - Do Not Write Below This Line

DATE STAMP

Parcel Code: 1043001009

Received By: Teresa Haas

Department Sign Offs

Fire: Chris Gaboriault
~~Chris Gaboriault (Apr 17, 2022 09:54:26 EDT)~~

Police: Ron Hoague

Planning & Zoning: [Signature]

Wastewater: Chelsea H. Mandigo

Recommended

Action: Approve

Cannabis Control Commission Review

License/Application #: S-000015330

Date of CCC Meeting: _____

Action by CCC: _____

Date Follow-up sent: _____

City of Essex Junction, Vermont

ZONING PERMIT

No. 19 Date Issued: 3/28/25

Parcel Number: 1043001009

Location: 8 Taft Street

Issued to: Jason Struthers

FOR USE/CONSTRUCTION OF: Home Occupation - Tier 1 Cannabis Manufacturing 'Trichome VT, LLC' (Approval required by local Cannabis Control Commission)

Teresa Hass STAFF APPROVAL

APPLICANT TO POST PERMIT IMMEDIATELY ON THE PROPERTY IN A LOCATION VISIBLE FROM THE STREET UNTIL THE DEVELOPMENT IS COMPLETE.

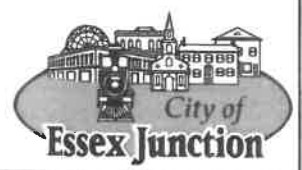
THIS PERMIT EXPIRES 12 MONTHS FROM DATE OF ISSUANCE.

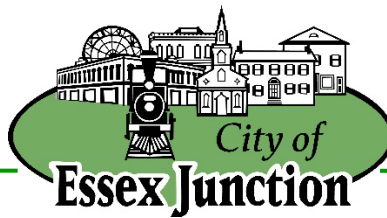
An ENERGY CODE CERTIFICATE is required prior to a CERTIFICATE OF OCCUPANCY for new dwellings, residential additions, accessory apartments, commercial buildings and additions. Residential building energy standards webpage.

http://publicservice.vermont.gov/energy_efficiency/rbes. Commercial building energy webpage. http://publicservice.vermont.gov/energy_efficiency/cbes.

*PERMIT IS NOT VALID UNTIL 15 DAYS AFTER DATE OF ISSUE, FOR APPEALS.

PERMIT VALID: 4/12/25





MEMORANDUM

To: City Council
From: Regina Mahony, City Manager
Meeting Date: April 29, 2026
Subject: 2026 Resurfacing Projects Bid Award

Issue: Bids have been advertised and received for the 2026 Resurfacing Projects and a bid needs to be awarded.

Discussion:

This contract includes the milling and resurfacing of the following road segments in the City:

- East Street from Maple Street to Pleasant Street
- Church Street from Main Street to East Street
- Main Street from Five Corners to Railroad Avenue – eastbound lane
- Main Street from Brickyard Road to Fairview Drive – westbound lane, two separate sections
- Main Street from Athens Drive to City line – eastbound lane

Three bids were submitted. Engineers Construction, Inc. (ECI), is the low bidder with a total base bid of \$199,522.50. The City Engineer recommends awarding the contract to ECI, and finds them to be a responsible bidder, and has received confirmation that they wish to complete the project.

Cost: ECI's bid is for \$199,522.50. There are enough funds for this project in the Streets budget in the FY27 General Fund which is now approved by the voters.

Recommendation: It is recommended that the City Council award the bid for the 2026 Resurfacing Projects to Engineers Construction, Inc for \$199,522.50.

Recommended Motion: Should the Council decide to move forward with the recommendation, below is a recommended motion:

"I move that the City Council award the bid for the 2026 Resurfacing Projects to Engineers Construction, Inc for \$199,522.50 and authorize the City Manager to sign the contract."

Attachments:

Letter and Bid Tabulation from Jeff Kershner, City Engineer

DONALD L. HAMLIN
CONSULTING ENGINEERS, INC.
ENGINEERS AND LAND SURVEYORS

Please reply to:

P.O. Box 9
Essex Junction
Vermont 05453

136 Pearl Street
Essex Junction, Vermont

Tel. (802) 878-3956
Fax (802) 878-2679
www.dlhce.com

April 21, 2026

Ms. Regina Mahony
City of Essex Junction
2 Lincoln Street
Essex Junction, VT 05452

Re: 2026 Resurfacing Projects
Recommendation of Award

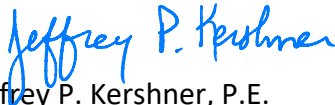
Dear Ms. Mahony:

Please find enclosed a copy of the bid tabulation for the 2026 Resurfacing Projects. We have reviewed all the bids submitted and determined that the apparent low bidder, Engineers Construction, Inc., is in fact the low bidder with a total base bid of \$199,522.50 per the selection basis contained in the contract documents.

We have spoken with James McNall from Engineers Construction, Inc. and he has assured us that they wish to complete the project. Accordingly, we recommend that Engineers Construction, Inc. be awarded the contract for this project.

Please do not hesitate to contact me with any questions or if we may be of further service.

Respectfully,



Jeffrey P. Kershner, P.E.
President

Enc.

Cc: Rick Jones, Public Works Superintendent

BID TABULATION
04/17/2026

CITY OF ESSEX JUNCTION
2026 ROADWAY RESURFACING PROJECT

Engineers Construction, Inc.

Pike Industries, Inc.

S.D. Ireland Brothers Corporation

East Street - Maple Street to Pleasant Street

ITEM	QUANTITY	UNIT
1) Mill Existing Pavement, 2" Deep max, includes cleaning and removal of millings	3,130	sy
2) Type IV Bituminous Concrete Pavement, 1/2" Shim, includes pavement sweeping and tack coat	100	tons
3) Type IV Bituminous Concrete Pavement, 1-1/2" Top, includes pavement sweeping and tack coat	300	tons
4) 24" Stop Bar marking	12	lf
5) Remove and Reset Existing Manhole/Catch Basin Fram and Cover/Grate to New Finish Grade (N.A.B.I.)	1	ea
6) Traffic Control	1	ls
7) Mobilization	1	ls

UNIT PRICE	TOTAL PRICE
\$ 4.75	\$ 14,867.50
\$ 150.00	\$ 15,000.00
\$ 124.00	\$ 37,200.00
\$ 10.00	\$ 120.00
\$ 1,200.00	\$ 1,200.00
\$ 10,000.00	\$ 10,000.00
\$ 2,400.00	\$ 2,400.00

UNIT PRICE	TOTAL PRICE
\$ 4.90	\$ 15,337.00
\$ 158.50	\$ 15,850.00
\$ 158.50	\$ 47,550.00
\$ 10.00	\$ 120.00
\$ 1,200.00	\$ 1,200.00
\$ 4,250.00	\$ 4,250.00
\$ 4,000.00	\$ 4,000.00

UNIT PRICE	TOTAL PRICE
\$ 10.00	\$ 31,300.00
\$ 135.00	\$ 13,500.00
\$ 135.00	\$ 40,500.00
\$ 10.00	\$ 120.00
\$ 1,200.00	\$ 1,200.00
\$ 6,000.00	\$ 6,000.00
\$ 2,500.00	\$ 2,500.00

Total \$ 80,787.50

Total \$ 88,307.00

Total \$ 95,120.00

Church Street - Main Street to East Street

ITEM	QUANTITY	UNIT
1) Mill Existing Pavement, 2" Deep max, includes cleaning and removal of millings	1,600	sy
2) Type IV Bituminous Concrete Pavement, 1/2" Shim, includes pavement sweeping and tack coat	50	tons
3) Type IV Bituminous Concrete Pavement, 1-1/2" Top, includes pavement sweeping and tack coat	150	tons
4) 24" Stop Bar marking	12	lf
5) Remove and Reset Existing Manhole/Catch Basin Fram and Cover/Grate to New Finish Grade (N.A.B.I.)	1	ea
6) Traffic Control	1	ls
7) Mobilization	1	ls

UNIT PRICE	TOTAL PRICE
\$ 4.75	\$ 7,600.00
\$ 150.00	\$ 7,500.00
\$ 124.00	\$ 18,600.00
\$ 10.00	\$ 120.00
\$ 1,200.00	\$ 1,200.00
\$ 4,800.00	\$ 4,800.00
\$ 1,200.00	\$ 1,200.00

UNIT PRICE	TOTAL PRICE
\$ 4.90	\$ 7,840.00
\$ 158.50	\$ 7,925.00
\$ 158.50	\$ 23,775.00
\$ 10.00	\$ 120.00
\$ 1,200.00	\$ 1,200.00
\$ 4,250.00	\$ 4,250.00
\$ 2,000.00	\$ 2,000.00

UNIT PRICE	TOTAL PRICE
\$ 10.00	\$ 16,000.00
\$ 135.00	\$ 6,750.00
\$ 135.00	\$ 20,250.00
\$ 10.00	\$ 120.00
\$ 1,200.00	\$ 1,200.00
\$ 6,500.00	\$ 6,500.00
\$ 2,500.00	\$ 2,500.00

Total \$ 41,020.00

Total \$ 47,110.00

Total \$ 53,320.00

BID TABULATION
04/17/2026

Main Street - Five Corners to Railroad Avenue

ITEM	QUANTITY	UNIT
1) Mill Existing Pavement, 2" Deep max, includes cleaning and removal of millings	450	sy
2) Type IV Bituminous Concrete Pavement, 1/2" Shim, includes pavement sweeping and tack coat	15	tons
3) Type IV Bituminous Concrete Pavement, 1-1/2" Top, includes pavement sweeping and tack coat	50	tons
4) 4" White Line, solid, waterborne paint	340	lf
5) 4" Yellow Line, solid, waterborne paint	650	lf
6) Railroad Crossing marking	1	ea
7) Remove and Reset Existing Manhole/Catch Basin Fram and Cover/Grate to New Finish Grade (N.A.B.I.)	1	ea
8) Traffic Control	1	ls
9) Mobilization	1	ls

UNIT PRICE	TOTAL PRICE
\$ 4.75	\$ 2,137.50
\$ 150.00	\$ 2,250.00
\$ 124.00	\$ 6,200.00
\$ 1.50	\$ 510.00
\$ 1.50	\$ 975.00
\$ 750.00	\$ 750.00
\$ 1,200.00	\$ 1,200.00
\$ 1,500.00	\$ 1,500.00
\$ 400.00	\$ 400.00

UNIT PRICE	TOTAL PRICE
\$ 4.90	\$ 2,205.00
\$ 158.50	\$ 2,377.50
\$ 158.50	\$ 7,925.00
\$ 1.50	\$ 510.00
\$ 1.50	\$ 975.00
\$ 750.00	\$ 750.00
\$ 1,200.00	\$ 1,200.00
\$ 8,000.00	\$ 8,000.00
\$ 4,000.00	\$ 4,000.00

UNIT PRICE	TOTAL PRICE
\$ 10.00	\$ 4,500.00
\$ 175.00	\$ 2,625.00
\$ 175.00	\$ 8,750.00
\$ 2.00	\$ 680.00
\$ 2.00	\$ 1,300.00
\$ 450.00	\$ 450.00
\$ 1,200.00	\$ 1,200.00
\$ 4,000.00	\$ 4,000.00
\$ 1,500.00	\$ 1,500.00

Total \$ 15,922.50

Total \$ 27,942.50

Total \$ 25,005.00

Main Street - Brickyard Road to Fairview Drive

ITEM	QUANTITY	UNIT
1) Mill Existing Pavement, 2" Deep max, includes cleaning and removal of millings	1,425	sy
2) Type IV Bituminous Concrete Pavement, 1/2" Shim, includes pavement sweeping and tack coat	45	tons
3) Type IV Bituminous Concrete Pavement, 1-1/2" Top, includes pavement sweeping and tack coat	140	tons
4) 4" White Line, solid, waterborne paint	800	lf
5) 4" Yellow Line, solid, waterborne paint	1,980	lf
6) Crosswalk marking	29	lf
7) Bike Lane arrow and symbol marking	3	ea
8) Remove and Reset Existing Manhole/Catch Basin Fram and Cover/Grate to New Finish Grade (N.A.B.I.)	1	ea
9) Traffic Control	1	ls
10) Mobilization	1	ls

UNIT PRICE	TOTAL PRICE
\$ 4.75	\$ 6,768.75
\$ 150.00	\$ 6,750.00
\$ 124.00	\$ 17,360.00
\$ 1.50	\$ 1,200.00
\$ 1.50	\$ 2,970.00
\$ 20.00	\$ 580.00
\$ 100.00	\$ 300.00
\$ 1,200.00	\$ 1,200.00
\$ 5,000.00	\$ 5,000.00
\$ 1,000.00	\$ 1,000.00

UNIT PRICE	TOTAL PRICE
\$ 4.90	\$ 6,982.50
\$ 158.50	\$ 7,132.50
\$ 158.50	\$ 22,190.00
\$ 1.50	\$ 1,200.00
\$ 1.50	\$ 2,970.00
\$ 20.00	\$ 580.00
\$ 100.00	\$ 300.00
\$ 1,200.00	\$ 1,200.00
\$ 4,250.00	\$ 4,250.00
\$ 2,500.00	\$ 2,500.00

UNIT PRICE	TOTAL PRICE
\$ 10.00	\$ 14,250.00
\$ 175.00	\$ 7,875.00
\$ 175.00	\$ 24,500.00
\$ 2.00	\$ 1,600.00
\$ 2.00	\$ 3,960.00
\$ 15.00	\$ 435.00
\$ 450.00	\$ 1,350.00
\$ 1,200.00	\$ 1,200.00
\$ 3,000.00	\$ 3,000.00
\$ 1,500.00	\$ 1,500.00

Total \$ 43,128.75

Total \$ 49,305.00

Total \$ 59,670.00

BID TABULATION
04/17/2026

Main Street - Athens Drive to City line

ITEM	QUANTITY	UNIT
1) Mill Existing Pavement, 2" Deep max, includes cleaning and removal of millings	605	sy
2) Type IV Bituminous Concrete Pavement, 1/2" Shim, includes pavement sweeping and tack coat	20	tons
3) Type IV Bituminous Concrete Pavement, 1-1/2" Top, includes pavement sweeping and tack coat	60	tons
4) 4" White Line, solid, waterborne paint	370	lf
5) 4" Yellow Line, solid, waterborne paint	730	lf
6) Traffic Control	1	ls
7) Mobilization	1	ls

UNIT PRICE	TOTAL PRICE
\$ 4.75	\$ 2,873.75
\$ 150.00	\$ 3,000.00
\$ 124.00	\$ 7,440.00
\$ 1.50	\$ 555.00
\$ 1.50	\$ 1,095.00
\$ 2,700.00	\$ 2,700.00
\$ 1,000.00	\$ 1,000.00

UNIT PRICE	TOTAL PRICE
\$ 4.90	\$ 2,964.50
\$ 158.50	\$ 3,170.00
\$ 158.50	\$ 9,510.00
\$ 1.50	\$ 555.00
\$ 1.50	\$ 1,095.00
\$ 4,250.00	\$ 4,250.00
\$ 2,500.00	\$ 2,500.00

UNIT PRICE	TOTAL PRICE
\$ 10.00	\$ 6,050.00
\$ 175.00	\$ 3,500.00
\$ 175.00	\$ 10,500.00
\$ 2.00	\$ 740.00
\$ 2.00	\$ 1,460.00
\$ 3,000.00	\$ 3,000.00
\$ 1,000.00	\$ 1,000.00

Total \$ 18,663.75

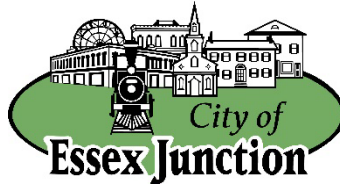
Base Bid Total \$ 199,522.50

Total \$ 24,044.50

Base Bid Total \$ 236,709.00

Total \$ 26,250.00

Base Bid Total \$ 259,365.00



Memo

To: Essex Junction City Council

From: Ashley Snellenberger, Communications & Strategic Initiatives Director

Meeting Date: April 29, 2026

Agenda Item: Approve Use of Opioid Settlement Funds to Support the Coming Together Summit

Issue: The City has been asked to contribute Opioid Settlement Funds to support the 5th Annual Coming Together Substance Use Addiction Summit on July 31, 2026, at CVE.

Discussion: The organizers of the 5th Annual Coming Together Substance Use Addiction Summit are seeking support for this year's event in Essex Junction. Due to the loss of a primary sponsor, and a commitment to keeping the summit free for the public, event organizer Melinda White (Turning Point) has reached out to the City and the Town of Essex to see if we would be interested in supporting this event.

Last year, the City and neighboring municipalities Town of Essex and Westford spent \$5,210 on a community dinner and forum.

The Coming Together Substance Use Addiction Summit is a high profile summit in its 5th year, to be held here in Essex Junction. See the attached flyer for event details.

Opioid Settlement Funds can be used to support this event.

Cost: The City currently has \$4,786.88 in Opioid Settlement Funds (\$3,116.64 of these funds are with the Town as we were originally combining funds for shared services).

Recommendation: Staff recommend that the Council contribute the full amount of the Opioid Settlement Funds to this event.

Recommended Motion: "I move to approve using \$4,786.88 of Opioid Settlement Funds to support the 5th Annual Coming Together Substance Use Addiction Summit."

Attachments: Coming Together Summit Flyer

Coming Together



SaVida
Health

CHAMPLAIN
VALLEY
EXPOSITION

A SUBSTANCE USE ADDICTION SUMMIT

Friday, July 31, 2026
Champlain Valley Expo
Essex Jct, VT

ABOUT US

We are very excited for the **5th Annual Substance Use Addiction Summit**, scheduled for **Friday, July 31, 2026 at the Champlain Exposition** in Essex Junction, Vermont. Over the last few years, we have seen progress on substance use addiction awareness and identifying valuable resources for help and change. We also know that there is a lot of work to do.

This event is open to the public. We urge anyone who is interested in knowing where resources are for themselves or someone they love, who is battling addiction, to attend. It is about hope for anyone struggling with substance use, making more resources available statewide and saving lives.



OUR DAY

01

SUMMIT PRESENTATION

A recovery program featuring amazing, inspiring guest speakers and presentations. We have some surprises too!

02

RESOURCE BOOTHS

100s of Recovery and Recovery-Related Booths. Excellent networking and resource opportunities. We look for programs that model success.

03

BREAK OUT SESSIONS

We are highlighting several Key Summit Goals. Listening and learning from "boots on the ground" input.

Brad Ferland



802.999.2633



bferland14@gmail.com

Melinda White



802.393.9196



melinda@tpfcvt.org



MEMORANDUM

To: City Council
From: Christopher Yuen, Community Development Director
CC: Regina Mahony, City Manager
Meeting Date: April 29, 2026
Subject: VTrans NEVI EV Fast Charging – Site Host Opportunity

Issue: Whether to authorize staff to apply to the VTrans NEVI program as a prospective public EV charging site host, designating existing City-owned parking spaces in the City Center for public DC fast charging use.

Discussion:

Background

VTrans plans to issue a second Request for Proposals (RFP) to prequalified charging providers for up to \$13 million in federal NEVI funding to expand Vermont's public EV charging network. Staff first learned of this opportunity in January 2026 through the Chittenden County Regional Planning Commission (CCRPC). Since then, staff and CCRPC have been working with Green Mountain Power (GMP) to assess potential sites and obtain make-ready electrical cost estimates.

Under the program, the City would serve as the "site host," providing the physical space, while a prequalified private charging provider would own, install, and operate the equipment using federal funds.

Economic Development Benefits

DC fast chargers, aka Level 3 chargers, serve a different market than the existing Level 2 chargers at the Fire Station and Crescent Connector lots. Level 3 chargers are designed for shorter 20-40 minute stops by travelers and commuters who need a quick charge. During that time, drivers typically visit nearby restaurants, shops, and services, making public fast charging a recognized downtown economic development amenity. Siting chargers within easy walking distance of retail businesses would maximize this benefit.

Site Identification and Status

Staff has identified two locations currently under consideration, shown on the attached map. Both are existing City-owned public parking spaces in the City Center. GMP has provided high-level make-ready electrical cost estimates for both locations. A final estimate would be prepared once a site and equipment configuration are confirmed.

Staff recommends that Council's authorization extend to any City-owned public parking location in or near the City Center that staff determines to be feasible, to preserve flexibility as site evaluation continues.



Site Host Obligations and Considerations

While no capital expenditure is expected, participation in the program requires the City to dedicate 4-5 parking spaces to charging use, keep those spaces plowed and accessible, and allow public access around the clock. More specifically:

- **Snow removal:** The City would be responsible for keeping the charging spaces clear, consistent with normal lot maintenance.
- **24/7 public access:** NEVI-funded equipment must be available to the public around the clock. The City currently prohibits parking in municipal lots between midnight and 6:00 a.m. The designated charging spaces would need to be exempted from this restriction.
- **Equipment term and future development:** AOT-funded equipment must remain in operation for a minimum of 5 years. If a selected site is planned for redevelopment within that timeframe, any site host agreement should account for the possibility that equipment may need to be relocated.
- **EV Charging use only:** Non-EV charging use of the designated spaces would have to be prohibited.

Likelihood of Selection

Council should note that this is a competitive grant process administered through an RFP issued to prequalified charging providers. While City Center Essex Junction meets the program's location and amenity criteria, the City's chances of being selected are assessed as moderate at best. Staff believes the low

financial risk to the municipality and the potential economic development upside justify pursuing the opportunity, but the outcome is not assured.

Cost:

No capital expenditure is anticipated. The charging provider funds installation, equipment, and operations through the federal NEVI grant. The City's primary ongoing cost would be routine snow plowing of the designated spaces. The only potential one-time cost to the City is attorney time to review the site host agreement, which the City Manager would execute.

Recommendation:

Staff recommends that Council authorize staff to apply to the VTrans NEVI program as a prospective site host, designating existing City-owned public parking spaces in or near the City Center for this purpose. Staff will continue site due diligence, engage with GMP and prequalified charging providers, and work with the City Manager to execute any resulting site host agreement.

In accordance with the City Charter § 103 (c), the City Council has the authority to lease property as its interest may require. Therefore the City Council can make this determination, and if and when a site is specifically chosen Staff will bring the site host agreement forward to the Council.

Recommended Motion:

"I move that the City Council authorize staff to apply to the Vermont Agency of Transportation's NEVI program as a prospective public EV charging site host, designating up to five existing City-owned public parking spaces in or near the City Center for public DC fast charging use."

Attachments:

1. VTrans EVSE Site Host Overview

Become an EV Charging Site Host



The Vermont Agency of Transportation (AOT) plans to issue a second Request for Proposals (RFP) to prequalified charging providers to expand the statewide network of public electric vehicle (EV) charging stations. Up to \$13 million of federal [National Electric Vehicle Infrastructure \(NEVI\) funding](#) will be awarded to prequalified EV charging providers to install EV charging equipment at locations that meet the criteria outlined below. AOT's prequalified EV charging providers are seeking to connect with property owners interested in becoming a "site host" by hosting a public charging station at their location. A site host is a property owner or authorized entity (such as a retail location, gas station, or commercial or municipal property) that provides the physical space for installing EV charging stations.

Benefits of EV Charging Site Hosting

Benefits of becoming a site host include **financial support** via access to federal formula funds for installation, equipment, and operations; **attracting EV drivers** who spend time (and money) while charging; **upgrading properties** to meet growing electric vehicle demand; and **advancing climate and energy goals**.

Prospective site hosts may enter their interest on the Site Host Survey linked below. Responses will be shared with EV charging providers who may reach out to inquire about host property details.

Key Considerations for Becoming a Site Host

Below are key considerations for prospective site hosts partnering with an AOT charging provider.

Location: For sites located within 1-3 miles of interstate exits or key state highways (I-89, I-91, I-93, US 2, US 7, VT 9), a minimum of four DC Fast Charging (DCFC) ports is required. See the photo below for an example of a recently completed installation in Randolph, VT.

Sites located further than 3 miles from these highway corridors will also be considered. A minimum of four ports is required. All four ports can be DC fast charging (minimum 150 kW) or can be AC Level 2 chargers, or a combination of both.

Ports & Parking Spaces: Each location must provide space for a minimum of four charging ports. This typically requires about five parking spaces with an area nearby for electrical infrastructure.

Safety & Security: Sites should be visible, with dusk-to-dawn lighting, in well-trafficked areas to prevent vandalism and ensure user safety. Security cameras or on-site staff are recommended. Reliable cell phone service is another important consideration.

Amenities: The chargers should be available for public use 24 hours a day, 7 days a week. Proximity to amenities like restrooms, food, trash cans, and/or Wi-Fi enhance the user experience.

Accessibility: At least one Americans with Disabilities Act (ADA) compliant parking space with charging access is required. Charging sites should also accommodate different vehicle types, such as those with trailers, using pull-through spaces where possible.

Future-Proofing: Locations with adequate physical space and electrical capacity may consider “make-ready” work to allow for potential future expansion with more charging ports.

Resilience: Consideration for operations during extreme weather events and emergencies is encouraged. Parking spaces used for EV charging should be located outside of flood zones, regularly cleared of ice and snow, and in a generally protected area.

Negotiating Site Host Agreements

The property owner hosting a charging installation typically enters into a written legal agreement with the charging provider, often referred to as a “site host agreement”. This will provide the foundation for partnership between the two entities and set expectations on performance.

Common issues covered by site host agreements include:

Term: The amount of time the agreement spans, during which the charging provider may have the exclusive right to parking spaces and charging services at the property. This may include information about termination of the site and any associated fees. AOT-funded charging equipment must be in operation for at least 5 years once open for public use.

Ownership: Ownership of the charging equipment, electrical meter, and other infrastructure associated with the prospective charging.

Rent or Other Payments: Any fees paid by the charging provider to the site host for the use and/or maintenance of the property.

Maintenance & Customer Service: Sets responsibilities for maintaining the equipment; removal of snow, ice, and trash; and responding to customer service needs.

Survey

If you are a property owner and interested in hosting a public EV charging installation, please complete this survey: <https://arcg.is/1evL5j1>

Responses will be shared with AOT’s prequalified charging providers who may reach out directly to discuss charging opportunities.

Survey QR Code



NEVI EV Charging Installation in Randolph, Vermont



04:05 pm

Check Warrant Report # 24116 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 04/10/26 To 04/17/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80182	03/06/26	ADVANCE AUTO 1872139736 Maint Supplies 455260654639	210-5-30-12-610.000 General Supplies	48.27	58300	04/17/26
05290	04/01/26	ADVANCE AUTO PARTS 9820 Paint Spray Gun 552609166402	210-5-40-12-610.000 General Supplies	17.69	58301	04/17/26
05290	04/06/26	ADVANCE AUTO PARTS 9820 Gates 552609658728	210-5-40-12-610.000 General Supplies	26.62	58301	04/17/26
05290	04/14/26	ADVANCE AUTO PARTS 9820 Supplies 552610458983	210-5-40-12-610.000 General Supplies	37.99	58301	04/17/26
05290	04/14/26	ADVANCE AUTO PARTS 9820 Supplies 552610458983	210-5-40-12-430.000 R&M Vehicles & Equipment	56.94	58301	04/17/26
80184	04/06/26	AMAZON BUSINESS SERVICES BL Supplies APR26 11XXFPQF6C1M	210-5-35-10-610.000 General Supplies	72.46	58304	04/17/26
80184	04/03/26	AMAZON BUSINESS SERVICES BL TechSupply APR26 13HJTPVRMH46	210-5-35-10-610.000 General Supplies	14.15	58304	04/17/26
80184	04/02/26	AMAZON BUSINESS SERVICES BL CProg APR26 1GKQ4TKHQDLM	210-5-35-10-840.202 Childrens Programs	6.83	58304	04/17/26
80184	04/02/26	AMAZON BUSINESS SERVICES BL AProg APR26 1LJGYGX6W1MV	210-5-35-10-840.201 Adult Programs	15.97	58304	04/17/26
80184	04/02/26	AMAZON BUSINESS SERVICES BL Tech Supply APR26 1MTHW6QC9CX9	210-5-35-10-610.000 General Supplies	31.25	58304	04/17/26
80184	04/11/26	AMAZON BUSINESS SERVICES BL Supplies APR26 1XRTK4RTL91	210-5-35-10-610.000 General Supplies	33.80	58304	04/17/26
80184	04/13/26	AMAZON BUSINESS SERVICES BL ACollectn APR26 1XTHK3YC3R6X	210-5-35-10-640.201 Adult Collection	178.79	58304	04/17/26
80184	04/04/26	AMAZON BUSINESS SERVICES BL JBooks APR26 1YXVDWXXXGC7	210-5-35-10-640.202 Juvenile Collection	49.03	58304	04/17/26
80061	04/01/26	BASSICK, LINDA BL CProg-Music APR26 0031	210-5-35-10-840.202 Childrens Programs	125.00	58308	04/17/26
00530	03/30/26	BRODART CO BL JBooks MAR26 B7193277	210-5-35-10-610.000 General Supplies	32.15	58309	04/17/26
00530	03/30/26	BRODART CO BL JBooks MAR26 B7193277	210-5-35-10-640.202 Juvenile Collection	321.33	58309	04/17/26
80025	03/27/26	CAPITAL ONE TRADE CREDIT refund vendor error 032726D	210-4-00-00-098.000 Misc Revenue	60.53	58310	04/17/26
03000	04/06/26	CARGILL SALT EASTERN INC DEICER SALT ICE CNTRL BLK 2912261985	210-5-40-12-600.000 Salt, Sand and Gravel	16512.04	58311	04/17/26
03000	04/09/26	CARGILL SALT EASTERN INC Salt 2912276834	210-5-40-12-600.000 Salt, Sand and Gravel	6517.26	58311	04/17/26
26395	02/28/26	CCRPC Comp Plan Updates Feb 202 2025-875	210-5-16-10-899.000 Matching Grant Funds	665.00	58313	04/17/26
26395	02/28/26	CCRPC Comp Plan Updates Feb 202 2025-875	210-5-16-10-895.000 State and Other Grant Exp	1995.00	58313	04/17/26
26395	02/28/26	CCRPC Equity February 2026 2025-884	210-5-10-10-330.000 Professional Services	427.85	58313	04/17/26
V04609	04/01/26	CENTER POINT LARGE PRINT BL LPBooks MAR26 2235870	210-5-90-00-991.000 Library Donation Expense	103.08	58315	04/17/26
V04609	03/29/26	CENTER POINT LARGE PRINT BL LPBooks APR26 2239395	210-5-90-00-991.000 Library Donation Expense	50.34	58315	04/17/26
15285	03/31/26	CHECKR INC PW background check 2362281	210-5-10-10-330.000 Professional Services	25.00	58318	04/17/26

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
23455	CHITTENDEN SOLID WASTE DI	04/06/26	Topsoil INV24694	210-5-40-12-605.000 Summer Construction Suppl	938.00	58319	04/17/26
21210	CINTAS LOC # 68M 71 M	04/02/26	3X10 BLACK MAT 4264682329	210-5-40-12-610.000 General Supplies	26.30	58320	04/17/26
21210	CINTAS LOC # 68M 71 M	04/09/26	Shop supplies 4265470927	210-5-40-12-610.000 General Supplies	207.89	58320	04/17/26
21210	CINTAS LOC # 68M 71 M	04/01/26	Supplies 5327098910	210-5-40-12-610.000 General Supplies	37.40	58320	04/17/26
21210	CINTAS LOC # 68M 71 M	03/31/26	Watercooler 9366130260	210-5-40-12-610.000 General Supplies	50.00	58320	04/17/26
35360	CYR LUMBER INC	03/19/26	Bark Mulch 031926	210-5-40-12-605.000 Summer Construction Suppl	630.00	58322	04/17/26
80208	Capital One Trade Credit	02/26/26	Supplies for shop 21602652	210-5-40-12-610.000 General Supplies	37.95	58323	04/17/26
80208	Capital One Trade Credit	02/27/26	Supplies 21602670	210-5-40-12-610.000 General Supplies	33.23	58323	04/17/26
80208	Capital One Trade Credit	03/03/26	Shop Supplies 21602690	210-5-40-12-610.000 General Supplies	28.09	58323	04/17/26
80208	Capital One Trade Credit	03/25/26	TRASH BAG CNTRC 21602823	210-5-40-12-610.000 General Supplies	16.99	58323	04/17/26
33075	DELL MARKETING LP	04/09/26	BL TECH APR26 10870067768	210-5-35-10-340.000 Technical Services	20.50	58324	04/17/26
V10347	EHRlich	03/26/26	Pest Control March 2026 92820364	210-5-41-20-400.000 Contracted Services	70.44	58327	04/17/26
V10634	ENVISIONWARE INC	04/01/26	BL TechSubs JUL26-JUN27 INVUS81167	210-1-00-00-120.000 Prepaid Expenses	309.96	58330	04/17/26
38955	F W WEBB COMPANY	04/06/26	Spigot Repair 95512391	210-5-30-12-431.000 R&M Buildings & Grounds	202.99	58331	04/17/26
38955	F W WEBB COMPANY	04/08/26	Street Sweeper Parts 95548242	210-5-40-12-430.000 R&M Vehicles & Equipment	29.42	58331	04/17/26
16000	FISHER AUTO PARTS	04/06/26	Gates Hydraulic 293-540056	210-5-40-12-430.000 R&M Vehicles & Equipment	60.76	58334	04/17/26
34895	GAUTHIER TRUCKING, INC.	04/01/26	Garbage 11 Jackson March 1931393	210-5-40-12-425.000 Trash Removal	156.88	58336	04/17/26
34895	GAUTHIER TRUCKING, INC.	04/01/26	2 Lincoln Garbage March 2 1931394	210-5-41-20-425.000 Trash Removal	342.33	58336	04/17/26
34895	GAUTHIER TRUCKING, INC.	04/01/26	2 Lincoln Garbage March 2 1931394	210-5-40-12-425.000 Trash Removal	30.00	58336	04/17/26
34895	GAUTHIER TRUCKING, INC.	04/01/26	Garbage RR Pearl Main Mem 1931395	210-5-40-12-425.000 Trash Removal	643.08	58336	04/17/26
34895	GAUTHIER TRUCKING, INC.	04/01/26	Garbage Beech (Bike Path) 1931553	210-5-40-12-425.000 Trash Removal	91.08	58336	04/17/26
34895	GAUTHIER TRUCKING, INC.	04/01/26	MSP Trash Removal April 1932202	210-5-41-26-425.000 Trash Removal	519.46	58336	04/17/26
20470	GLOBAL MONTELLO ATT: FLEE	03/31/26	March fuel slips 344662	210-5-25-10-626.000 Gasoline	353.35	58337	04/17/26
20470	GLOBAL MONTELLO ATT: FLEE	03/31/26	March fuel slips 344662	210-5-30-12-626.000 Gasoline	171.13	58337	04/17/26
20470	GLOBAL MONTELLO ATT: FLEE	03/31/26	March fuel slips 344662	210-5-40-12-626.000 Gasoline	4032.37	58337	04/17/26

04:05 pm

Check Warrant Report # 24116 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 04/10/26 To 04/17/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80139	03/24/26	Stipend TAC March 2026 032426Goldri	210-5-40-12-190.000 Board Member Payments	50.00	58338	04/17/26
04035	04/08/26	Supplies 152239	210-5-40-12-609.000 Safety Supplies	349.94	58339	04/17/26
80072	03/31/26	Comp Study 2026 GHR1001436	210-5-10-10-330.000 Professional Services	7560.00	58340	04/17/26
07010	04/09/26	MSP Power April 042675MAPLEA	210-5-41-26-622.000 Electricity	199.78	58342	04/17/26
07010	04/09/26	MSP Power April 42675MAPLE2	210-5-41-26-622.000 Electricity	545.29	58343	04/17/26
33495	03/27/26	BL A.F.R.Books MAR26 95500868	210-5-90-00-640.201 Adult Collection replacem	17.92	58346	04/17/26
33495	03/27/26	BL A.F.R.Books MAR26 95500868	210-5-35-10-610.000 General Supplies	12.16	58346	04/17/26
33495	03/27/26	BL A.F.R.Books MAR26 95500868	210-5-35-10-640.201 Adult Collection	88.10	58346	04/17/26
33495	03/27/26	BL A.F.R.Books MAR26 95500868	210-5-90-00-991.000 Library Donation Expense	32.48	58346	04/17/26
33495	03/31/26	BL A.F.LP.RBooks MAR26 95570318	210-5-35-10-610.000 General Supplies	24.28	58346	04/17/26
33495	03/31/26	BL A.F.LP.RBooks MAR26 95570318	210-5-90-00-640.201 Adult Collection replacem	43.28	58346	04/17/26
33495	03/31/26	BL A.F.LP.RBooks MAR26 95570318	210-5-90-00-991.000 Library Donation Expense	17.92	58346	04/17/26
33495	03/31/26	BL A.F.LP.RBooks MAR26 95570318	210-5-35-10-640.201 Adult Collection	162.51	58346	04/17/26
33495	03/31/26	BL A.F.LP.RBooks MAR26 95570318	210-5-90-00-991.000 Library Donation Expense	79.52	58346	04/17/26
33495	04/02/26	BL Abooks APR26 95623872	210-5-35-10-610.000 General Supplies	41.29	58346	04/17/26
33495	04/02/26	BL Abooks APR26 95623872	210-5-35-10-640.201 Adult Collection	342.20	58346	04/17/26
80257	04/01/26	Janitorial Services April INV-JT-7263	210-5-41-26-420.000 Cleaning Services	1451.67	58347	04/17/26
80257	04/01/26	Janitorial Services April INV-JT-7263	210-5-41-26-420.000 Cleaning Services	943.58	58347	04/17/26
80257	04/01/26	Janitorial Services April INV-JT-7263	210-5-41-21-420.000 Cleaning Services	2613.00	58347	04/17/26
80257	04/01/26	Janitorial Services April INV-JT-7263	210-5-41-20-420.000 Cleaning Services	1365.00	58347	04/17/26
80087	04/10/26	Copier Lease April 2026 579748807	210-5-40-12-442.000 Rental Vehicles/Equip	70.40	58349	04/17/26
80087	04/10/26	Copier Lease April 2026 579748807	210-5-30-10-442.000 Rental Vehicles/Equip	149.40	58349	04/17/26
80087	04/10/26	Copier Lease April 2026 579748807	210-5-35-10-442.000 Rental Vehicles/Equip	328.00	58349	04/17/26
80087	04/10/26	Copier Lease April 2026 579748807	210-5-10-10-442.000 Rental Vehicles/Equip	165.54	58349	04/17/26
V10130	03/27/26	2 Lincoln Curb 93244	210-5-41-20-610.000 General Supplies	39.56	58351	04/17/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
27840	04/16/26	MADISON NATIONAL LIFE INS Life Ins May 2026 1765956	210-5-30-10-210.000 Group Insurance	201.30	58352	04/17/26
27840	04/16/26	MADISON NATIONAL LIFE INS Life Ins May 2026 1765956	210-5-30-12-210.000 Group Insurance	73.20	58352	04/17/26
27840	04/16/26	MADISON NATIONAL LIFE INS Life Ins May 2026 1765956	210-5-12-10-210.000 Group Insurance	67.25	58352	04/17/26
27840	04/16/26	MADISON NATIONAL LIFE INS Life Ins May 2026 1765956	210-5-10-10-210.000 Group Insurance	146.40	58352	04/17/26
27840	04/16/26	MADISON NATIONAL LIFE INS Life Ins May 2026 1765956	210-5-40-12-210.000 Group Insurance	120.78	58352	04/17/26
27840	04/16/26	MADISON NATIONAL LIFE INS Life Ins May 2026 1765956	210-5-13-10-210.000 Group Insurance	146.40	58352	04/17/26
27840	04/16/26	MADISON NATIONAL LIFE INS Life Ins May 2026 1765956	210-5-35-10-210.000 Group Insurance	256.20	58352	04/17/26
27840	04/16/26	MADISON NATIONAL LIFE INS Life Ins May 2026 1765956	210-5-16-10-210.000 Group Insurance	103.85	58352	04/17/26
26920	04/03/26	MAYVILLE DARBY Recording Secretary PC DR 61-March 202	210-5-16-10-330.000 Professional Services	296.64	58354	04/17/26
26920	04/03/26	MAYVILLE DARBY Recording Secretary PC DR 61-March 202	210-5-12-10-330.000 Professional Services	30.90	58354	04/17/26
80012	03/27/26	MECHLER THOMAS BL CProg-D+D MAR26 MECHLER0320A	210-5-35-10-840.202 Childrens Programs	100.00	58355	04/17/26
V9970	04/06/26	MIDWEST TAPE BL ADvds APR26 508684779	210-5-35-10-640.201 Adult Collection	26.99	58356	04/17/26
V9970	04/06/26	MIDWEST TAPE BL AMusicCds APR26 508684790	210-5-35-10-640.201 Adult Collection	14.99	58356	04/17/26
V9970	04/06/26	MIDWEST TAPE BL ADvds APR26 508684792	210-5-35-10-640.201 Adult Collection	71.97	58356	04/17/26
27395	04/11/26	MVP HEALTH CARE INC 43118 Health May 2026 22848623	210-5-30-10-210.000 Group Insurance	8139.56	58357	04/17/26
27395	04/11/26	MVP HEALTH CARE INC 43118 Health May 2026 22848623	210-5-30-12-210.000 Group Insurance	4878.65	58357	04/17/26
27395	04/11/26	MVP HEALTH CARE INC 43118 Health May 2026 22848623	210-2-00-00-210.006 Health Ins. Copay	5225.32	58357	04/17/26
27395	04/11/26	MVP HEALTH CARE INC 43118 Health May 2026 22848623	210-5-10-10-210.000 Group Insurance	9686.30	58357	04/17/26
27395	04/11/26	MVP HEALTH CARE INC 43118 Health May 2026 22848623	210-5-16-10-210.000 Group Insurance	3864.39	58357	04/17/26
27395	04/11/26	MVP HEALTH CARE INC 43118 Health May 2026 22848623	210-5-13-10-210.000 Group Insurance	3864.39	58357	04/17/26
27395	04/11/26	MVP HEALTH CARE INC 43118 Health May 2026 22848623	210-5-35-10-210.000 Group Insurance	11907.57	58357	04/17/26
27395	04/11/26	MVP HEALTH CARE INC 43118 Health May 2026 22848623	210-5-12-10-210.000 Group Insurance	2028.54	58357	04/17/26
27395	04/11/26	MVP HEALTH CARE INC 43118 Health May 2026 22848623	210-5-40-12-210.000 Group Insurance	4772.15	58357	04/17/26
44275	04/15/26	MVP SELECT CARE INC. 09 March 2026 HRA Fee All CINV018387	210-5-30-10-210.000 Group Insurance	14.86	58358	04/17/26
44275	04/15/26	MVP SELECT CARE INC. 09 March 2026 HRA Fee All CINV018387	210-5-30-12-210.000 Group Insurance	7.00	58358	04/17/26

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
44275	04/15/26	MVP SELECT CARE INC. 09 March 2026 HRA Fee All CINV018387	210-5-16-10-210.000 Group Insurance	7.00	58358	04/17/26
44275	04/15/26	MVP SELECT CARE INC. 09 March 2026 HRA Fee All CINV018387	210-5-10-10-210.000 Group Insurance	14.00	58358	04/17/26
44275	04/15/26	MVP SELECT CARE INC. 09 March 2026 HRA Fee All CINV018387	210-5-13-10-210.000 Group Insurance	7.00	58358	04/17/26
44275	04/15/26	MVP SELECT CARE INC. 09 March 2026 HRA Fee All CINV018387	210-5-40-12-210.000 Group Insurance	8.05	58358	04/17/26
44275	04/15/26	MVP SELECT CARE INC. 09 March 2026 HRA Fee All CINV018387	210-5-35-10-210.000 Group Insurance	24.50	58358	04/17/26
44275	04/15/26	MVP SELECT CARE INC. 09 March 2026 HRA Fee All CINV018387	210-5-12-10-210.000 Group Insurance	3.50	58358	04/17/26
19325	04/03/26	OPEN APPROACH INC 3 yr server warranty 29085	210-1-00-00-120.000 Prepaid Expenses	2198.43	58362	04/17/26
V10729	04/10/26	OVERDRIVE INC BL DigiMags APR26 01459MG26120	210-5-35-10-640.201 Adult Collection	2000.00	58363	04/17/26
V10729	03/31/26	OVERDRIVE INC BL Craftsy MAR26 01459SV26109	210-5-35-10-640.201 Adult Collection	5.98	58363	04/17/26
V9862	04/03/26	PERCY RENTALS, SALES & SE mower shoot blockers 42130	210-5-40-12-430.000 R&M Vehicles & Equipment	1163.00	58365	04/17/26
80050	04/07/26	PLAGEMAN ROBERT M Stipend CRC April 2026 040726Plagem	210-5-13-10-190.000 Board Member Payments	50.00	58371	04/17/26
24410	03/31/26	PRIORITY EXPRESS INC BL Courier-pGrnt MAR26 80272614	210-5-35-10-560.000 Postage	221.20	58372	04/17/26
24410	03/31/26	PRIORITY EXPRESS INC BL Courier-pGrnt MAR26 80272614	210-5-90-00-890.000 Federal Grant Expenditure	17.66	58372	04/17/26
05380	04/05/26	PURCHASE POWER 2 Lincoln Postage March 2 0405264061	210-5-10-10-560.000 Postage	2532.25	58373	04/17/26
37430	03/25/26	R R CHARLEBOIS INC Vehicle Repair RC91755	210-5-40-12-430.000 R&M Vehicles & Equipment	402.97	58374	04/17/26
00275	12/17/25	SB SIGNS INC Crosswalk Pearl St Signs 327556	210-5-16-10-610.000 General Supplies	175.00	58380	04/17/26
24345	04/01/26	SENSOURCE INC BL DoorSensr Jun26-Jun27 65783	210-1-00-00-120.000 Prepaid Expenses	510.00	58383	04/17/26
42565	04/01/26	SEVEN DAYS Bid and DRB Ads April 202 252830	210-5-16-10-540.000 Advertising	70.72	58384	04/17/26
42565	04/01/26	SEVEN DAYS Bid and DRB Ads April 202 252830	210-5-40-12-540.000 Advertising	263.12	58384	04/17/26
29835	04/01/26	SHERWIN-WILLIAMS Supplies 21113	210-5-40-12-610.000 General Supplies	3.18	58385	04/17/26
29835	04/02/26	SHERWIN-WILLIAMS Trim Brushes 2137-8	210-5-40-12-610.000 General Supplies	5.74	58385	04/17/26
V2118	04/14/26	SOUTH BURLINGTON LIBRARY BL JBookRepl APR26 SBPL 042026	210-5-90-00-640.202 Juvenile Collection repl	152.00	58387	04/17/26
23855	04/07/26	SOUTHWORTH-MILTON, INC. parts for loader INV3874858	210-5-40-12-430.000 R&M Vehicles & Equipment	66.00	58388	04/17/26
80025	02/27/26	SULLIVAN, CASEY Refund pay town Sullivan 8689	210-2-00-00-215.000 Due to Town	13.00	58391	04/17/26
80123	03/25/26	SULLIVAN/ MICHAEL// Stipend CSWD March 2026 032526Sulliv	210-5-11-10-190.000 Board Member Payments	50.00	58392	04/17/26

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
21000	04/08/26	UNIFIRST CORPORATION BL Mats APR26 1080332928	210-5-41-21-400.000 Contracted Services	90.65	58394	04/17/26
02970	04/08/26	USA BLUE BOOK INC Magnetic Lifter INV01013642	210-5-40-12-610.000 General Supplies	328.78	58395	04/17/26
19885	04/07/26	VELOCITYEHS Annual SDS Software subsc 348847	210-5-41-21-431.000 R&M Buildings & Grounds	125.77	58396	04/17/26
19885	04/07/26	VELOCITYEHS Annual SDS Software subsc 348847	210-5-41-26-431.000 R&M Buildings & Grounds	176.08	58396	04/17/26
19885	04/07/26	VELOCITYEHS Annual SDS Software subsc 348847	210-5-41-20-431.000 R&M Buildings & Grounds	125.77	58396	04/17/26
19885	04/07/26	VELOCITYEHS Annual SDS Software subsc 348847	210-5-41-22-431.000 R&M Buildings & Grounds	704.32	58396	04/17/26
19885	04/07/26	VELOCITYEHS Annual SDS Software subsc 348847	210-5-40-12-431.000 R&M Buildings & Grounds	704.32	58396	04/17/26
19350	04/01/26	VERIZON CONNECT FLEET USA Fleet Tracking April 306000082232	210-5-40-12-505.000 Tech. Subs, Licenses	151.60	58397	04/17/26
29700	03/31/26	VERMONT INFORMATION CONSO Returned echeck 183 West 2056834	210-2-00-00-205.001 Clearing UB	221.24	58398	04/17/26
80096	04/02/26	VERMONT LIBRARY ASSOCIATI BL VLA.Conf.Dues APR26 03538	210-5-35-10-500.000 Training, Conf, Dues	1830.00	58399	04/17/26
80222	04/02/26	VFIS Vol Firemen Ins. Ser fire accident insurance 138676134	210-5-25-10-210.000 Group Insurance	210.00	58400	04/17/26
80222	04/02/26	VFIS Vol Firemen Ins. Ser fire accident insurance 138676134	210-1-00-00-120.000 Prepaid Expenses	2310.00	58400	04/17/26
11935	04/10/26	VIKING-CIVES USA Vehicle parts 4552628	210-5-40-12-430.000 R&M Vehicles & Equipment	444.96	58401	04/17/26
11935	04/10/26	VIKING-CIVES USA Vehicle parts 4552629	210-5-40-12-610.000 General Supplies	169.44	58401	04/17/26
22070	03/31/26	VILLAGE COPY & PRINT INC. Annual Report 2026 10544	210-5-10-10-550.000 Printing and Binding	959.50	58402	04/17/26
22070	04/01/26	VILLAGE COPY & PRINT INC. Printing on envelopes 10547	210-5-12-10-820.000 Elections	165.75	58402	04/17/26
22070	04/01/26	VILLAGE COPY & PRINT INC. Annual Newsletter 2026 10548	210-5-10-10-550.000 Printing and Binding	3476.29	58402	04/17/26
23395	04/09/26	VILLAGE HARDWARE - WILLIS Rakes 521868	210-5-40-12-610.000 General Supplies	119.67	58403	04/17/26
V2371	04/08/26	VMCTA Clerk Training 4272	210-5-12-10-500.000 Training Conf Dues	35.00	58404	04/17/26
28470	04/10/26	VMERS DB 110800 Payroll Transfer PR-04/10/26	210-2-00-00-210.004 Retirement Payable	26441.85	58405	04/17/26
80130	04/10/26	VMERS DC 110800 Payroll Transfer PR-04/10/26	210-2-00-00-210.004 Retirement Payable	1412.18	58406	04/17/26
80250	04/03/26	Vermont Agency of Agricul EV Charger License 69342026	210-5-40-12-330.000 Professional Services	75.00	58408	04/17/26
07565	02/09/26	W B MASON CO INC BL Paper FEB26 259961093	210-5-35-10-610.000 General Supplies	51.99	58409	04/17/26
07565	02/09/26	W B MASON CO INC BL T Paper FEB26 259961203	210-5-35-10-610.000 General Supplies	36.95	58409	04/17/26
07565	04/02/26	W B MASON CO INC Clerk Supplies Election 261083767	210-5-12-10-610.000 General Supplies	235.81	58409	04/17/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07565	04/03/26	Clerk Supplies Election 261123066	210-5-12-10-610.000 General Supplies	9.99	58409	04/17/26
07565	04/07/26	PS Papertowels 261169723	210-5-30-12-610.000 General Supplies	111.54	58409	04/17/26
07565	04/13/26	BL Paper APR26 261282172	210-5-35-10-610.000 General Supplies	342.66	58409	04/17/26
07565	04/14/26	Cleaning Supplies 261320753	210-5-41-20-610.000 General Supplies	35.49	58409	04/17/26
07565	02/09/26	BL Paper-CREDIT FEB26 CM4446723	210-5-35-10-610.000 General Supplies	-76.39	58409	04/17/26
07565	02/09/26	BL T Paper CREDIT FEB26 CM4446732	210-5-35-10-610.000 General Supplies	-82.69	58409	04/17/26
80313	04/07/26	Mural Artist Finalist Hon 2026-MURAL-0	210-5-16-10-890.000 Federal Grant Expenditure	450.00	58411	04/17/26
17425	04/10/26	Payroll Transfer PR-04/10/26	210-2-00-00-210.004 Retirement Payable	150.00	A 41026	04/10/26
V1160	04/10/26	Payroll Transfer PR-04/10/26	210-2-00-00-210.004 Retirement Payable	2375.89	B 41026	04/10/26
V1161	04/10/26	Payroll Transfer PR-04/10/26	210-2-00-00-210.004 Retirement Payable	5428.47	C 41026	04/10/26
V1165	04/10/26	Payroll Transfer PR-04/10/26	210-2-00-00-210.002 Federal Inc Tax W/H	46040.67	D 41526	04/10/26
V2413	04/10/26	Payroll Transfer PR-04/10/26	210-2-00-00-210.003 State Inc Tax W/H	6300.25	E 41526	04/10/26
80228	04/07/26	Rebranding April 2026 5015	224-5-00-00-330.000 Professional Services	2250.00	58370	04/17/26
19430	04/10/26	Senior Center Floors CG601067	232-5-41-20-730.000 Buildings & Improvements	755.96	58328	04/17/26
19430	04/10/26	Senior Center Floors CG601068	232-5-41-20-730.000 Buildings & Improvements	22204.32	58328	04/17/26
10220	04/13/26	2 Lincoln Renovations 212938	232-5-41-20-890.832 2 Lincoln Street Renovati	328.00	58360	04/17/26
39425	04/07/26	2 Lincoln Renovation Marc 6713	232-5-41-20-890.832 2 Lincoln Street Renovati	186.25	58381	04/17/26
29835	03/18/26	SENIOR Ctr Paint Supplies 650281418703	232-5-41-20-730.000 Buildings & Improvements	66.57	58385	04/17/26
23435	03/31/26	Water Mar 2026 033126	254-5-54-70-411.400 CWD Water Purchase - Glob	262836.21	58316	04/17/26
23435	03/31/26	Water Mar 2026 033126	254-5-54-20-411.000 CWD Water Purchase	827.27	58316	04/17/26
23435	03/31/26	Water Mar 2026 033126	254-5-54-20-411.000 CWD Water Purchase	49818.47	58316	04/17/26
23435	03/31/26	Water Mar 2026 033126	254-5-54-70-411.400 CWD Water Purchase - Glob	4364.60	58316	04/17/26
20470	03/31/26	March fuel slips 344662	254-5-54-20-626.000 Gasoline	153.92	58337	04/17/26
27840	04/16/26	Life Ins May 2026 1765956	254-5-54-20-210.000 Group Insurance	102.48	58352	04/17/26
27395	04/11/26	Health May 2026 22848623	254-5-54-20-210.000 Group Insurance	4516.56	58357	04/17/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
44275	04/15/26	MVP SELECT CARE INC. 09 March 2026 HRA Fee All CINV018387	254-5-54-20-210.000 Group Insurance	9.80	58358	04/17/26
80010	04/08/26	TREANOR, JACLYN Utility Refund Treanor 026000 REF	254-2-00-00-200.002 Overpayments Payable	248.49	58393	04/17/26
02970	04/08/26	USA BLUE BOOK INC Magnetic Lifter INV01013642	254-5-54-20-610.000 General Supplies	54.80	58395	04/17/26
42625	04/01/26	ALDRICH & ELLIOTT PC Biosolids Management assi 83788	255-5-55-30-330.000 Professional Services	406.90	58302	04/17/26
14685	03/31/26	ALLIANCE GROUP SERV LLC Circulator pump electroni 99594	255-5-55-30-431.000 R&M Buildings	395.00	58303	04/17/26
11375	04/01/26	CASELLA WASTE MANAGEMENT Grit Disposal March 2026 3822137	255-5-55-30-421.000 Grit Disposal	1487.90	58312	04/17/26
26290	04/08/26	CHAMPLIN ASSOC. INC. WAS Pump Replacement 1 6407	255-5-55-70-722.025 WAS Pump Replacements	35145.33	58317	04/17/26
23455	03/01/26	CHITTENDEN SOLID WASTE DI FEB26 Biosolids 24595	255-5-55-30-568.000 Biosolids Subcontractor	23664.39	58319	04/17/26
23455	04/08/26	CHITTENDEN SOLID WASTE DI Topsoil 9016435	255-5-55-30-430.000 R&M Vehicles & Equipment	469.00	58319	04/17/26
80097	03/31/26	DL THURROTT INC ATLAS COPCO ZS55+ B VSD 30851073	255-5-55-30-570.000 Other Purchased Services	6398.37	58325	04/17/26
V10347	04/08/26	EHRlich Monthly Pest Control 94689571	255-5-55-30-431.000 R&M Buildings	106.61	58327	04/17/26
V10734	03/19/26	ENCORE ESSEX JUNCTION SOL March fixed monthly payme 2603WWTP	255-5-55-30-622.000 Electricity	2218.85	58329	04/17/26
38955	03/30/26	F W WEBB COMPANY Maintenance parts 94906448	255-5-55-30-570.000 Other Purchased Services	482.35	58331	04/17/26
04640	03/18/26	FASTENAL INDUSTRIAL & CON Return of brace VTBUR343098A	255-5-55-30-609.000 Safety Supplies	-321.99	58332	04/17/26
04640	04/02/26	FASTENAL INDUSTRIAL & CON Repair to Gas meter VTBUR344076	255-5-55-30-609.000 Safety Supplies	370.00	58332	04/17/26
19005	04/01/26	FIRSTLIGHT FIBER Monthly Telephones 22686649	255-5-55-30-530.000 Communications	545.44	58333	04/17/26
20470	03/31/26	GLOBAL MONTELLO ATT: FLEE March fuel slips 344662	255-5-55-30-626.000 Gasoline	187.10	58337	04/17/26
24785	03/30/26	GRAINGER Supplies for maintenance 9860235671	255-5-55-30-570.000 Other Purchased Services	375.15	58341	04/17/26
24785	04/06/26	GRAINGER Digester pipe insulation 9869204827	255-5-55-30-570.000 Other Purchased Services	435.46	58341	04/17/26
24785	04/07/26	GRAINGER air release for digester 9870012862	255-5-55-30-570.000 Other Purchased Services	147.97	58341	04/17/26
24785	04/07/26	GRAINGER Rotary hand pump 9870930568	255-5-55-30-611.000 Small Tools & Equipment	91.64	58341	04/17/26
24785	04/10/26	GRAINGER pH meter and GW bailer 9875528771	255-5-55-30-618.000 Laboratory Supplies	345.62	58341	04/17/26
V1093	04/07/26	HOLLAND CO., INC. 38% SODIUM BISULFITE PI38617	255-5-55-30-619.000 Chemicals	4751.85	58345	04/17/26
V1093	04/08/26	HOLLAND CO., INC. SODIUM ALUMINATE PI38654	255-5-55-30-619.000 Chemicals	22957.26	58345	04/17/26
80257	04/01/26	JANITECH LLC Janitorial Services April INV-JT-7263	255-5-55-30-431.000 R&M Buildings	72.58	58347	04/17/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80257	04/01/26	Janitorial Services April INV-JT-7263	255-5-55-30-431.000 R&M Buildings	145.17	58347	04/17/26
80087	04/10/26	Copier Lease April 2026 579748807	255-5-55-30-442.000 Rental Vehicles/Equip	158.45	58349	04/17/26
V10130	03/06/26	2-CT GARAGE DOOR HANDLES 76272	255-5-55-30-431.000 R&M Buildings	8.82	58351	04/17/26
27840	04/16/26	Life Ins May 2026 1765956	255-5-55-30-210.000 Group Insurance	256.20	58352	04/17/26
27395	04/11/26	Health May 2026 22848623	255-5-55-30-210.000 Group Insurance	8601.04	58357	04/17/26
44275	04/15/26	09 March 2026 HRA Fee All CINV018387	255-5-55-30-210.000 Group Insurance	17.50	58358	04/17/26
V1661	03/23/26	Lab supplies 533679	255-5-55-30-618.000 Laboratory Supplies	485.08	58361	04/17/26
V1661	04/01/26	Lab Supplies 533981	255-5-55-30-618.000 Laboratory Supplies	2973.69	58361	04/17/26
19325	04/01/26	Monthly Billing for April 28994	255-5-55-30-340.000 Technical Services	160.00	58362	04/17/26
03160	04/02/26	2 TOTES q530 polymer 20650	255-5-55-30-568.000 Biosolids Subcontractor	9108.00	58364	04/17/26
11695	04/02/26	Blower 3 motor repair R3278	255-5-55-30-570.000 Other Purchased Services	16500.00	58369	04/17/26
02970	04/08/26	Magnetic Lifter INV01013642	255-5-55-30-610.000 General Supplies	54.80	58395	04/17/26
19885	04/07/26	Annual SDS Software subsc 348847	255-5-55-30-431.000 R&M Buildings	1262.74	58396	04/17/26
17765	04/07/26	Fall GW sampling report 8022	255-5-55-30-568.000 Biosolids Subcontractor	1505.00	58410	04/17/26
40025	04/09/26	Manhole Cover Handle 6623394	256-5-56-40-610.000 General Supplies	46.48	58326	04/17/26
20470	03/31/26	March fuel slips 344662	256-5-56-40-626.000 Gasoline	543.46	58337	04/17/26
V9454	04/08/26	Boots Shawn Lafountain 4110309	256-5-56-40-612.000 Uniforms	220.00	58350	04/17/26
27840	04/16/26	Life Ins May 2026 1765956	256-5-56-40-210.000 Group Insurance	94.06	58352	04/17/26
27395	04/11/26	Health May 2026 22848623	256-5-56-40-210.000 Group Insurance	7091.78	58357	04/17/26
44275	04/15/26	09 March 2026 HRA Fee All CINV018387	256-5-56-40-210.000 Group Insurance	5.50	58358	04/17/26
19325	04/01/26	Monthly Billing for April 28994	256-5-56-40-340.000 Technical Services	560.00	58362	04/17/26
02970	04/08/26	Magnetic Lifter INV01013642	256-5-56-40-610.000 General Supplies	657.57	58395	04/17/26
27840	04/16/26	Life Ins May 2026 1765956	257-5-57-50-210.000 Group Insurance	48.68	58352	04/17/26
27395	04/11/26	Health May 2026 22848623	257-5-57-50-210.000 Group Insurance	2697.96	58357	04/17/26
44275	04/15/26	09 March 2026 HRA Fee All CINV018387	257-5-57-50-210.000 Group Insurance	4.66	58358	04/17/26

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
80069	04/08/26	SW utility FY26 updates f	45215	257-5-57-50-330.000 Professional Services	6721.25	58376	04/17/26
05590	04/07/26	Indian Brook Flow Monitor	18213	257-5-57-50-510.000 Permit/License/Registrati	1334.18	58389	04/17/26
19815	03/31/26	PS Explorers Supplies	1373YQ677T9Y	259-5-30-16-610.000 General Supplies	128.35	58305	04/17/26
19815	03/28/26	PS Explorers Supplies	13L7GWRJ9GHH	259-5-30-16-610.000 General Supplies	27.87	58305	04/17/26
19815	04/02/26	RK Westford Supplies	16F36HNQFKM6	259-5-30-15-610.000 General Supplies	78.22	58305	04/17/26
19815	04/03/26	PS Explorers Supplies	16PRM3GQJM4G	259-5-30-16-610.000 General Supplies	12.99	58305	04/17/26
19815	04/13/26	Vac Camp Supplies	173CNDPG4MQY	259-5-30-15-610.000 General Supplies	157.97	58305	04/17/26
19815	04/06/26	RK Behavior Support City	1DRTXLDT6N9D	259-5-30-15-610.000 General Supplies	25.89	58305	04/17/26
19815	04/13/26	RK EES K Supplies	1DVHYVVMCCR	259-5-30-15-610.000 General Supplies	18.61	58305	04/17/26
19815	04/13/26	RK EES 1-2 Supplies	1FDPNGWV6HMC	259-5-30-15-610.000 General Supplies	174.88	58305	04/17/26
19815	04/06/26	Vac Camp Supplies	1FRD91QX1Q47	259-5-30-15-610.000 General Supplies	91.38	58305	04/17/26
19815	04/01/26	RK Westford Supplies	1GKQ4TKHDR49	259-5-30-15-610.000 General Supplies	18.76	58305	04/17/26
19815	04/06/26	PS Discoverers Supplies	1GVLTJKJCLN64	259-5-30-16-610.000 General Supplies	27.58	58305	04/17/26
19815	03/30/26	RK EES 1-2 Supplies	1JQWQ7LLJ7T9	259-5-30-15-610.000 General Supplies	57.77	58305	04/17/26
19815	04/09/26	RK Westford Supplies	1KF47VVP9MYC	259-5-30-15-610.000 General Supplies	57.95	58305	04/17/26
19815	04/02/26	Egg Hunt Supplies	1LWY1KTVV39M	259-5-30-14-610.000 General Supplies	397.60	58305	04/17/26
19815	04/06/26	PS Event Supplies	1QKTYK1NN1DK	259-5-30-16-610.000 General Supplies	175.72	58305	04/17/26
19815	04/08/26	RK MSP Supplies	1QV7CLYQ9GQJ	259-5-30-15-610.000 General Supplies	253.46	58305	04/17/26
19815	04/09/26	RK Hiawatha Supplies	1VPFHM7C7LKL	259-5-30-15-610.000 General Supplies	29.98	58305	04/17/26
19815	04/04/26	Vac Camp Supplies	1WHRRK7GTDCG	259-5-30-15-610.000 General Supplies	180.37	58305	04/17/26
19815	04/10/26	Room For Me Grant	1WN7HGY61T4H	259-5-30-15-895.000 State and Other Grant Exp	359.97	58305	04/17/26
19815	04/12/26	RK EES Supplies	1XP9QVJKRMT3	259-5-30-15-610.000 General Supplies	12.97	58305	04/17/26
19815	04/02/26	Egg Hunt Supplies	1Y9DDH4JW1FC	259-5-30-14-610.000 General Supplies	215.92	58305	04/17/26
25595	03/31/26	RK Staff CPR Training 3/1	23179096	259-5-30-15-330.000 Professional Services	924.00	58307	04/17/26
25765	04/03/26	Room For Me Grant	14751	259-5-30-15-895.000 State and Other Grant Exp	174.41	58314	04/17/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25120	04/02/26	CLICKTIME.COM EJRP Timesheets March 472872	259-5-30-10-505.000 Tech. Subs, Licenses	1472.00	58321	04/17/26
80208	03/10/26	Capital One Trade Credit Room For Me Supplies 21602725	259-5-30-15-895.000 State and Other Grant Exp	14.23	58323	04/17/26
38955	04/10/26	F W WEBB COMPANY Room For Me Grant 95266650	259-5-30-15-895.000 State and Other Grant Exp	471.29	58331	04/17/26
80192	04/06/26	Fountain of Youth Fitness Lifting Spirits 4/6 040626D	259-5-30-14-330.000 Professional Services	94.40	58335	04/17/26
80192	04/14/26	Fountain of Youth Fitness Lifting Spirits 4/13 041426D	259-5-30-14-330.000 Professional Services	101.60	58335	04/17/26
04005	03/05/26	GREGORY, CIARA Zumba Gold March 030526D	259-5-30-14-330.000 Professional Services	224.00	58344	04/17/26
80257	04/01/26	JANITECH LLC Janitorial Services April INV-JT-7263	259-5-30-16-420.000 Cleaning Services	2177.50	58347	04/17/26
28895	03/05/26	KINDERMUSIK WITH RACHEL L Kindermusik March 1043	259-5-30-14-330.000 Professional Services	1177.60	58348	04/17/26
28895	04/05/26	KINDERMUSIK WITH RACHEL L Kindermusik April 1044	259-5-30-14-330.000 Professional Services	1331.20	58348	04/17/26
80087	04/10/26	KONICA MINOLTA PREMIER FI Copier Lease April 2026 579748807	259-5-30-16-442.000 Rental Vehicles/Equip	149.40	58349	04/17/26
80087	04/10/26	KONICA MINOLTA PREMIER FI Copier Lease April 2026 579748807	259-5-30-10-442.000 Rental Vehicles/Equip	165.50	58349	04/17/26
27840	04/16/26	MADISON NATIONAL LIFE INS Life Ins May 2026 1765956	259-5-30-15-210.000 Group Insurance	457.50	58352	04/17/26
27840	04/16/26	MADISON NATIONAL LIFE INS Life Ins May 2026 1765956	259-5-30-14-210.000 Group Insurance	36.60	58352	04/17/26
27840	04/16/26	MADISON NATIONAL LIFE INS Life Ins May 2026 1765956	259-5-30-16-210.000 Group Insurance	219.60	58352	04/17/26
80126	04/14/26	MAPLE STREET ART SPACE LL After School Art Club Mar 041426D	259-5-30-14-330.000 Professional Services	7659.00	58353	04/17/26
27395	04/11/26	MVP HEALTH CARE INC 43118 Health May 2026 22848623	259-5-30-16-210.000 Group Insurance	5892.95	58357	04/17/26
27395	04/11/26	MVP HEALTH CARE INC 43118 Health May 2026 22848623	259-5-30-14-210.000 Group Insurance	1014.27	58357	04/17/26
27395	04/11/26	MVP HEALTH CARE INC 43118 Health May 2026 22848623	259-5-30-15-210.000 Group Insurance	10168.12	58357	04/17/26
44275	04/15/26	MVP SELECT CARE INC. 09 March 2026 HRA Fee All CINV018387	259-5-30-15-210.000 Group Insurance	23.63	58358	04/17/26
44275	04/15/26	MVP SELECT CARE INC. 09 March 2026 HRA Fee All CINV018387	259-5-30-16-210.000 Group Insurance	10.50	58358	04/17/26
80315	04/15/26	McClellan, Hayden Media Services 041526D	259-5-30-14-330.000 Professional Services	125.00	58359	04/17/26
29425	04/01/26	PERFORMANCE FOOD 24793-EJ RK Westford Snack 586083	259-5-30-15-610.000 General Supplies	168.05	58366	04/17/26
29425	04/01/26	PERFORMANCE FOOD 24793-EJ RK Hiawatha Snack 586936	259-5-30-15-610.000 General Supplies	105.09	58366	04/17/26
29425	04/01/26	PERFORMANCE FOOD 24793-EJ Egg Hunt Supplies 586943	259-5-30-14-610.000 General Supplies	296.91	58366	04/17/26
29425	04/06/26	PERFORMANCE FOOD 24793-EJ RK EES 1-2 Snack 587229	259-5-30-15-610.000 General Supplies	385.96	58366	04/17/26

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
29425	PERFORMANCE FOOD 24793-EJ	04/06/26	RK Westford Snack 588955	259-5-30-15-610.000 General Supplies	331.82	58366	04/17/26
29425	PERFORMANCE FOOD 24793-EJ	04/08/26	RK Westford Snack 589129	259-5-30-15-610.000 General Supplies	205.71	58366	04/17/26
29425	PERFORMANCE FOOD 24793-EJ	04/06/26	RK MSP Snack 589398	259-5-30-15-610.000 General Supplies	318.14	58366	04/17/26
29425	PERFORMANCE FOOD 24793-EJ	04/07/26	RK EES K Snack 589403	259-5-30-15-610.000 General Supplies	166.36	58366	04/17/26
29425	PERFORMANCE FOOD 24793-EJ	04/08/26	RK Hiawatha Snack 590218	259-5-30-15-610.000 General Supplies	218.44	58366	04/17/26
29425	PERFORMANCE FOOD 24793-EJ	04/07/26	RK Founders Snack 590582	259-5-30-15-610.000 General Supplies	305.00	58366	04/17/26
29425	PERFORMANCE FOOD 24793-EJ	04/08/26	RK Fleming Snack 591227	259-5-30-15-610.000 General Supplies	160.61	58366	04/17/26
29425	PERFORMANCE FOOD 24793-EJ	04/13/26	RK EES 1-2 Snack 592125	259-5-30-15-610.000 General Supplies	308.14	58366	04/17/26
29425	PERFORMANCE FOOD 24793-EJ	04/13/26	RK MSP Snack 593192	259-5-30-15-610.000 General Supplies	278.57	58366	04/17/26
29425	PERFORMANCE FOOD 24793-EJ	04/14/26	RK Founders Snack 594439	259-5-30-15-610.000 General Supplies	154.86	58366	04/17/26
24855	PETTY CASH - CAITLIN FAY	04/09/26	DC Trip Petty Cash 040926D	259-5-30-14-610.000 General Supplies	10372.00	58368	04/17/26
80306	RABIDOUX OLIVER	04/15/26	Event Media Services 041526D	259-5-30-14-330.000 Professional Services	125.00	58375	04/17/26
20620	RASCO, LAURA	04/10/26	Preschool Playgroup March 041026D	259-5-30-14-330.000 Professional Services	210.00	58377	04/17/26
05280	S & D LANDSCAPES LLC	04/02/26	Park Street Plowing April 260127	259-5-30-16-330.000 Professional Services	1156.20	58378	04/17/26
17395	SAINT ALBANS CITY OF	03/25/26	Vacation Camp 4/24 0000819	259-5-30-15-330.000 Professional Services	1200.00	58379	04/17/26
39425	SCOTT & PARTNERS INC	04/07/26	MSP Storage Project 25-18 6722	259-5-30-12-330.000 Professional Services	957.50	58381	04/17/26
10435	SCREENMYLOGO.COM	04/01/26	PS Supplies 22142	259-5-30-16-610.000 General Supplies	669.00	58382	04/17/26
10435	SCREENMYLOGO.COM	04/13/26	PS TShirts 22169	259-5-30-16-610.000 General Supplies	306.00	58382	04/17/26
80110	SOCCER SPARKS PARVANOV D	04/02/26	Soccer Sparks March 040226D	259-5-30-14-330.000 Professional Services	2736.00	58386	04/17/26
23495	STUDENT TRANSPORTATION OF	04/13/26	RK MSP Bus 4/8 70346714	259-5-30-15-580.000 Travel	328.31	58390	04/17/26
25945	VT AFTERSCHOOL	03/31/26	RK Training 3/5 6975	259-5-30-15-330.000 Professional Services	150.00	58407	04/17/26
07565	W B MASON CO INC	04/03/26	PS Supplies 261117669	259-5-30-16-610.000 General Supplies	61.89	58409	04/17/26

For Check Acct 01 (GENERAL FUND) All check #s 04/10/26 To 04/17/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				789838.11		

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 \$ ***789,838.11
 Let this be your order for the payments of these amounts.

**CITY OF ESSEX JUNCTION
OFFICIAL RESULTS
ANNUAL MEETING
APRIL 14, 2026**

Number of Voters on Checklist	8162
Number of Early/Absentee Ballots	405
Number of Voters checked in on Checklist	1439
Number of defective ballots	0
Total Number of Voted Ballots (includes early/Absentee)	1439

ARTICLE 1. Shall the voters approve an annual General Fund Budget in the amount of \$12,921,469 for fiscal year July 1, 2026, to June 30, 2027, \$11,891,682 of which is to be levied in taxes against the City Grand List?

Yes: 998 No: 414 Blank Votes: 27

ARTICLE 2. Shall general obligation bonds or notes of the City of Essex Junction in an amount not to exceed Thirteen Million, Nine Hundred and Sixty Thousand Dollars and Zero Cents (\$13,960,000.00) be issued under Chapter 53 of Title 24, Vermont Statutes Annotated, payable from the City's general fund, derived from the taxation of real property for a period not to exceed thirty years, and subject to reduction by available grants-in-aid or other funding sources, be issued to finance the cost of constructing a public works facility (the Project)?

Yes: 990 No: 414 Blank Votes: 35

ARTICLE 3. Should the compensation paid to the City Council members change from \$2,500.00 a year to \$3,600.00 a year starting July 1, 2027.

Yes: 827 No: 589 Blank Votes: 23

ARTICLE 4. Shall the voters approve an amendment to the City of Essex Junction Charter that changes the City Council President's annual compensation to be twenty-five percent (25%) more than the annual compensation paid to the other City Council members? (strikethrough represents a deletion, and underline represents an addition):

Subchapter 2: Governance Structure
Section 205. Compensation -

(a)(1) The President of the Council shall be paid an annual compensation that is twenty-five percent (25%) more than the annual compensation paid to the other Council members.

Yes: 696 No: 717 Blank Votes: 26

ARTICLE 5. Shall the voters approve an amendment to the City of Essex Junction Charter where compensation paid to the City Council members adjusts annually, effective July 1 of each year, in a manner consistent with any percentage change in the Consumer Price Index for the Northeast Region, as published by the U.S. Bureau of Labor Statistics for the most recent calendar year? (strikethrough represents a deletion, and underline represents an addition):

Subchapter 2: Governance Structure
Section 205. Compensation

(a) Compensation paid to the Council members shall be ~~set by the voters at the annual meeting, adjusted annually, effective July 1 of each year, by the percentage change in the Consumer Price Index for the Northeast Region, as published by the U.S. Bureau of Labor Statistics for the most recent calendar year,~~ with a minimum of . . .

Yes: 779 No: 628 Blank Votes: 32

ARTICLE 6. Shall the voters approve an amendment to the City of Essex Junction Charter that states that the City Council shall appoint a Charter Review Committee, at least once every 12 years, to conduct a comprehensive review of the City of Essex Junction Charter? (strikethrough represents a deletion, and underline represents an addition):

Subchapter 12: AMENDMENT OF CHARTER AND INITIATIVES
Section 1202. Charter Review Committee

The City Council shall appoint a Charter Review Committee at least once every twelve (12) years for the purpose of conducting a comprehensive review of this charter. A majority of the Committee’s members shall be residents of the City who are not members of the City Council.

Yes: 1178 No: 213 Blank Votes: 48

ARTICLE 7. Shall the voters authorize a planning loan through the Drinking Water State Revolving Fund for a project in the Water Enterprise Fund to be used for service line material identification and nonlead service line validation as required by federal drinking water regulations in an amount not to exceed \$892,771 to be financed over a period not to exceed ten years?

Yes: 1244 No: 180 Blank Votes: 15

ARTICLE 8. Shall the City of Essex Junction voters approve a one-cent Social Services Contributions tax to support social service organizations, such amount being reasonably necessary and for the support of programs to benefit City of Essex Junction residents?

Yes: 957 No: 460 Blank Votes: 22

ARTICLE 9. Shall the voters authorize payment of real property taxes in equal installments on March 15 and September 15 by physical delivery or electronic payment to the tax collector by close of business on that date?

Yes: 1081 No: 290 Blank Votes: 68

ARTICLE 10. To elect City officers required by law including: two City Council member (three-year terms) and one Library Trustee (five-year term)?

City Council	2 Three-year terms	Marcus Certa	649
		Raj Chawla	847*
		Bethany Clark	857*
		Write-ins	15
		Blank Votes	510
Library Trustee	1 Five-year term	Linda Hasan	1236*
		Write-ins	4
		Blank Votes	199
*Elected			

Attest: 
Susan McNamara-Hill, City Clerk

MEMORANDUM

TO: Chittenden County Municipal Legislative Body Chairs
Lauren Hierl and Jon Groveman, Vermont Natural Resources Council

CC: Municipal Managers/Administrators/Planning Directors

FROM: Taylor Newton, Planning Program Director

DATE: April 16, 2026

RE: 2026 Chittenden County ECOS Plan - Second Public Hearing Draft

The Chittenden County Regional Planning Commission (CCRPC) has released the Second Public Hearing Draft of the *2026 Chittenden County ECOS Plan* for a **30-day public comment period concluding with a hybrid public hearing on May 20, 2026 at 6:00 pm** pursuant to Title 24 VSA, Chapter 117, 23 CFR Part 450, and 13 CFR 303.6. The public may participate in the hearing through the following methods:

Online via Zoom: <https://us02web.zoom.us/j/81794307229> (Call in: +1 309 205 3325 | Meeting ID: 817 9430 7229)

In person: CCRPC Main Conference Room, 110 West Canal Street, Suite 202, Winooski, VT 05404

The ECOS Plan is the Regional Plan for Chittenden County, Vermont. It includes three additional regional comprehensive plans: the Metropolitan Transportation Plan (MTP), Enhanced Energy Plan (EEP), and Comprehensive Economic Development Strategy (CEDSS). Combining plans and looking at issues with an intersectional lens allows the county to agree on common objectives and collaborate across sectors on coordinated agendas of action.

The draft 2026 ECOS Plan can be found at <https://www.ccrpcvt.org/ecos-engagement>. **If you would like a hard copy, please let us know and we will provide one to you.**

For further information, questions, or to submit written comments, please contact Taylor Newton, CCRPC Planning Program Director at tnewton@ccrpcvt.org on or before the public hearing on May 20, 2026.

Purpose of this 2026 ECOS Plan Update

CCRPC is responsible for long-term planning for our region. The CCRPC and municipal planning partners use the ECOS Plan to frame and guide planning, project priorities, and investment.

The original ECOS Plan, adopted in 2013, stitched together voices of community members and more than 60 organizations to create and convey a shared vision and planning priorities for the region. The 2026 ECOS Plan updates the original plan. It incorporates new data and accounts for the shifting priorities of Chittenden County communities.

In Spring 2024 and throughout 2025, CCRPC undertook additional community engagement efforts that informed the actions and priorities in this plan. The plan was reorganized from the 2018 version and the

themes of social equity and climate change have been woven throughout the chapters instead of having standalone chapters. Additionally, a new Regional Future Land Use Map was created following the requirements established in Act 181 and outlined in [24 V.S.A. 4348a\(a\)\(12\)](#). These updates give municipalities and regional partners clearer guidance, stronger data, and a more consistent land use framework to support local and regional planning and decision-making. The 2026 ECOS Plan strengthens shared goals across the region and provides a coordinated approach to building a more equitable, sustainable future.

Summary of Text Changes to the 2026 ECOS Plan between First Public Hearing (January 2026) and Second Public Hearing (May 2026)

Below is a summary of the substantive revisions made to the Draft 2026 ECOS Plan following the first public hearing on January 21, 2026. Staff made changes in response to comments from the [Land Use Review Board \(LURB\)](#), [State Agencies](#), Long-Range Planning Committee (LRPC) discussion, discussions with our municipalities, and [public comments](#). As hoped, staff were also able to discuss specific questions from the preapplication memo with the LURB at its meetings on March 2 and March 9. The CCRPC LRPC reviewed these changes at its [February 17, February 24, and March 10 meetings](#), and additional details can be found in those meeting minutes.

Changes fall into several categories:

1. Additional information to meet statutory requirements as identified by the LURB

Staff incorporated clarifying language to address statutory questions raised by the LURB and State Agencies, particularly where additional context was needed to demonstrate how the ECOS Plan advances State Planning Goals (see [the goals here](#)). The revisions generally expanded narrative context rather than changing policy. Substantial changes include:

- Additional content around Career and Technical Education (vocational training) opportunities in the county added to the Infrastructure and Facilities chapter to comply with State Planning Goal #3.
- Major text additions to the Scenic, Recreation, and Historic Resources Chapter to comply with State Planning Goal #5.
- Text was also added to better explain existing natural resources and conserved lands in the region to comply with State Planning Goal #6.
- The Scenic, Recreation and Historic Resources Map and Conserved Lands Map were added. The Economic Infrastructure Map was removed because it relied on old data that could not be updated as a part of this ECOS Plan update.

2. Changes in response to public comments

Several actions were reorganized, consolidated, or reworded to better articulate the intended outcomes. A few new actions were added to respond to agency or public comments identifying emerging issues (such as data centers) or implementation gaps.

Several chapters now include additional data context or explanatory text to clarify how forecasts, targets, and background analyses relate to one another. This was particularly important to address public comments indicating confusion about housing target methodology and the population forecast completed in the MTP. The revisions clarify how the Plan uses projections and targets. Additionally, context was added to explain the purpose of housing targets to ensure they are not misinterpreted as caps or constraints, nor unintentionally used in a way that has exclusionary effects. These changes respond both to formal public comments and to broader themes raised during public engagement.

Supplement 6 – Enhanced Energy Plan and Supplement 7 – Housing Data were updated to incorporate additional data as requested by the Vermont Department of Public Service and the LURB. Supplement 1 – Public Process was also expanded to summarize agency, LURB, and public comments received during the LURB pre-application process and CCRPC’s first public hearing. A full summary of public comments received during the first public hearing, and CCRPC’s response to those comments, is located [here](#).

3. Future Land Use Map updates

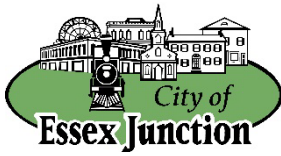
The Future Land Use Map has been edited, in consultation with our municipalities, in response to LURB required changes and advisory recommendations. An overview of the map changes can be [found here](#) on the “Regional Edits” and “Edits Completed” tabs. The revised FLU map can be seen on this [map viewer](#).

4. Revised Municipal Housing Targets

The municipal housing targets for mixed urban-rural municipalities have been updated based on changes to the FLU map. The revised municipal housing targets can be viewed [here](#).

5. Formatting edits to improve clarity and consistency.

Staff also made formatting edits throughout the document. These include reorganizing certain sections, refining action numbering and sequencing, and consolidating duplicative language. Overall, the revisions improve clarity and internal consistency, and do not alter the policy direction established in earlier drafts.



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

*Online & 2 Lincoln St
Essex Junction, VT 05452
Monday, April 13th 2026
7:00 PM*

E-mail: mgiguere@essexjunction.org

www.essexjunction.org

Phone: 802-878-6944, ext. 1625

MEMBERS PRESENT: John O'Brien, Chair; Russ Miller-Johnson, Vice-Chair; David Achee; Daniel Liguori; Lauren Philbrook

STAFF PRESENT: Michael Giguere, City Planner; Chris Yuen, Community Development Director

OTHERS PRESENT: Kevin Batson, Diane Clemens, Ben Cooley, Bryan Davis, Jack Evans, Joe Finch, Marcie Gallagher, Finn Hamilton, Yunier Martinez, Ernie Reuter, Mark Robbins, Mike Smith, Mike Sullivan, Alison Wermer, Terri Zittritsch, Alex, Charlene Michelle, Nate, Thomas

1. **CALL TO ORDER**

Mr. O'Brien called the meeting to order at 7:01 pm. He noted that the BWAC is a volunteer advisory committee who provides input to the City Council.

2. **AGENDA ADDITIONS/CHANGES**

None.

3. **MINUTES FOR APPROVAL**

a. **March 12th, 2026**

DANIEL LIGUORI made a motion, seconded by RUSS MILLER-JOHNSON, to approve the minutes of March 12, 2026, as presented. Motion passed 5-0.

4. **PUBLIC TO BE HEARD**

Mr. Cooley said that he is a cyclist and expressed his support for Alternative 1 on Park Street, due to the buffered bike lanes. Mr. Reuter commended the installation of pedestrian infrastructure on Route 15. He encouraged the BWAC to consider repaving the bike path connecting Essex and Essex Junction near Countryside Drive. He said the Park Street Complete Streets project will help connect cyclists in Williston and Essex Junction and spoke in favor of Alternative #1. He encouraged easily to maintain projects and additional speed enforcement. Mr. Smith expressed support for Alternative #1. He said this would help to make the area safer for non-drivers.

5. **BUSINESS ITEMS**

a. **Traffic Calming Policy Scoring Update**

Mr. Giguere said that a traffic calming policy was adopted by the City Council last December. This allows residents to directly request traffic calming in specific areas. Staff puts all requests through a rubric to allow the City to focus their efforts on where there is the most need. Seven streets have been identified as high priority area. He noted that two of the identified streets are within the Park Street Complete Streets project area. Traffic volume, crash data, land use data and speed are all considered when determining priority areas. Pedestrian volume is currently not considered due to the lack of data.

Mr. Liguori asked how some of the streets marked as currently ineligible for traffic calming were excluded by the rubric. Mr. Giguere explained that analysis occurs with three major hurdles to overcome. The first is a threshold for traffic volume and vehicle crashes, which often excludes residential streets with low traffic volumes. The second hurdle includes land use characteristics, prioritizing locations within close proximity to affordable housing, schools, or other facilities with vulnerable populations. The third hurdle to overcome is traffic speed. Mr. Yuen clarified that traffic volume thresholds are different depending on the type of street being analyzed to account for expected volumes, with arterial roads having higher initial thresholds.

Mr. Liguori asked why each street received multiple scoring locations. Mr. Giguere explained that this was an

attempt to use the rubric to identify which location on an identified street would benefit the most from traffic calming implementation, rather than arbitrarily choosing a measurement location in order to focus on the highest impact areas.

b. Park Street Complete Streets Improvements-Alternatives Presentation

Mr. Giguere said the Park Street Complete Streets Improvements are a series of proposed road striping changes between Railroad Street (Crescent Connector) and River Street. He provided an overview of the regional and local significance of Park Street for all types of transit. Desired improvements to Park Street are cited in several local plans. Safety issues, such as speeding, drivers crossing the centerline to pass bicyclists and parked cars were discussed. The three alternatives include: Alternative 0 (maintain existing conditions), Alternative 1 (removing all on-street parking and adding wide bike lanes with 4-foot buffers) and Alternative 2 (retaining parking on one side with 2-foot buffers). The newly constructed parking from the Crescent Connector will be unchanged with any of the alternatives. He discussed the benefits and tradeoffs between all alternatives. Mr. Giguere discussed public engagement, especially noting business owner outreach in the Park Street area. 149 responses were received to the public survey, 75% of whom traveled in the area regularly. 20% of respondents said that reduced parking would make them less likely to visit the area. 46% of respondents selected Alternative 1 as their preferred alternative, and 73% chose either Alternative 1 or 2. In the open-ended questions, concerns were raised regarding the use of bike lanes, accessibility concerns for those who cannot bike, that narrowing lanes will make traffic worse and that removing parking will harm businesses and customers.

In the northernmost section of Park Street, parking spaces were reduced due to the completion of the Crescent connector project. City staff presented findings from multiple data sources, including Google Street View, a 2019 Stantec study, and recent in-person counts, showing that parking utilization decreases further away from Five Corners. The data revealed that while on-street parking spaces are generally available, businesses like Park Place Tavern and Green Mountain Clippers experience high demand that sometimes exceeds available off-street parking spaces during peak hours

Mr. O'Brien requested public input. Ms. Wermer asked about allowable public use of a variety of nearby parking lots. Mr. Reuter expressed support for Alternative 1 to minimize pedestrian crossings of the roadway. Mr. Hamilton expressed support for Alternative 1 due to biking accessibility and additional economic development opportunities. Answering a question from a Mr. Batson, Mr. Yuen said that Park Street is a Class 1 state road. This means that the City has design control and receives funds from the state for paving. Mr. Reuter said it is unsafe to cross Park Street while biking, and that he sometimes needs to travel on the sidewalk. Mr. Batson would like to extend the project to Cascade Street and past the bridge. Ms. Gallagher asked if a shared-use path was ever considered. Mr. Giguere said that this is hoped to be developed in the future when funding is available. Ms. Gallagher also spoke of the need to bring this project to Williston for regional connectivity. Answering a question from Mr. Hamilton, Mr. Yuen said the project will hopefully occur as a part of the annual restriping program. It could occur as early as this summer. The proposed buffer is paint striping to keep costs at a minimum and because this project will be serving as a pilot project. Mr. Yuen said that plastic delineators were proposed early in the project however this would present an issue for snow removal.

Mr. Robbins said that he strongly supports Alternative 1, however he would also support Alternative 2 if a compromise is necessary. Ms. Wermer requested that bicycle amenities be clear from vegetation near the concrete retaining wall by the bridge. Mr. Finch countered the common complaints about the project and said that he has biked in -11 weather. He believes that cyclists will use the infrastructure as long as it is maintained. Users of motorized wheelchairs can also benefit from biking infrastructure. This project will not make traffic worse as lanes will not be removed. Additional foot traffic will help businesses. Alternative #1 provides additional space to protect cyclists. The intersection of Park Street and South Street is unsafe and a buffer zone or sight lines could help with this. He encouraged the City to purchase a plow for protected bike lanes.

Michelle expressed support for Alternative #1. She suggested increasing the use of green paint outside of the intersections. Mr. O'Brien said he supports this but that the City Council has cited this as being cost prohibitive in the past. Michelle suggested that the work trucks outside of Cocoplum be parked in the parking lot as opposed to on the street. Mr. Yuen said that it may be possible to designate some of the spaces as one hour only, however he often does not see these spaces fully utilized. Michelle said she is a frequent cyclist and notices a lot of debris in the roadway. Ms. Clemens suggested more aggressive street sweeping on Park Street. She asked if the impact of this project on local students was considered. She encouraged complete streets principles so that all users can feel comfortable. She expressed concern about tuning traffic at the intersection at Iroquois Ave. and Park St. Mr. Yuen said that there is not sufficient space to have both a bike and turn lane in this area, however it could be a future capital project. Shorter signal cycles can also be utilized to prevent with backups in this area. Mr. Robbins discussed "the Dutch reach" project which encouraged drivers to reach with their right hand to open the door to keep cyclists safe.

In committee discussion, Mr. O'Brien said that public comments have shown that improvements are necessary in this area. Mr. Miller-Johnson said that bike and pedestrian infrastructure makes the community more affordable due to reducing driving. Discussion overwhelmingly supported Alternative 1, which includes bike lanes with 4-foot buffers on both sides of the street. Key concerns about Alternative 2 included safety issues with cars crossing the double yellow line and potential conflicts with business parking needs. The BWAC also discussed traffic safety improvements, including better enforcement of the 25 mph speed limit and potential operational changes to traffic signals. The four-foot buffer will also assist with preventing drivers from crossing the center lines.

LAUREN PHILBROOK made a motion, seconded by DAVID LIGUORI, that the Bike Walk Advisory Committee recommend Alternative 1 for the Park Street Complete Street Improvements project to the City Council. Motion passed 5-0.

6. **MEMBERS UPDATES**

Mr. Miller-Johnson encouraged all members to view "The New Right of Way" documentary on YouTube. This features Essex Junction intersections and businesses.

7. **STAFF UPDATES**

Mr. Giguere provided an update on the "We Are Essex Junction" public mural project at the fire station. On May 7th, Mr. Giguere will be at the pavilion outside of Brownell Library to help residents envision the design. Materials will also be available on the City website. Mr. Yuen discussed updates to the Comprehensive Plan and public engagement available for such. The Park Street project will be presented to the City Council on April 29, 2026. A member of the BWAC will be in attendance. Mr. Giguere will begin his paternity leave shortly, and Mr. Yuen will be staffing BWAC meetings for the next few months.

8. **ADJOURN**

DAVID ACHEE made a motion, seconded by RUSS MILLER-JOHNSON, to adjourn the meeting. Motion passed 5-0. The meeting adjourned at 8:57 PM.

**CITY OF ESSEX JUNCTION
DEVELOPMENT REVIEW BOARD
MINUTES OF MEETING
APRIL 16, 2026
DRAFT**

MEMBERS PRESENT: John Alden, Chair; Maggie Massey, Vice-Chair; Luke Brockmeier; Cristin Gildea

ADMINISTRATION/STAFF: Michael Giguere, City Planner

OTHERS PRESENT: Marilyn Abbot Aldrich, Scott Aldrich, Nick Bouton, Bethany Clark, Heidi Clark, Michael Clark, David Holton, Finn Hamilton, Mark Logan, Dan Maxon, Karen Maxon

Mr. Alden called the meeting to order at 6:32 PM.

1. ADDITIONS OR AMENDMENTS TO AGENDA

None.

Mr. Giguere said that this is a hybrid meeting, and that staff are present at 2 Lincoln Street to ensure public participation. While efforts will be made to accommodate remote public participants, in-person participation is the only legally mandated form of public participation. If there are technical difficulties the meeting may be paused and resumed on May 21st, 2026. All votes that are not unanimous will be done via roll call.

2. PUBLIC TO BE HEARD

Ms. Aldrich thanked Essex Junction Parks and Recreation for their continued hard work.

3. MINUTES

a. March 26, 2026

MAGGIE MASSEY made a motion, seconded by LUKE BROCKMEIER, to approve the minutes of March 26, 2026, as amended. Motion passed 4-0.

Amendments:

-On page two, paragraph three, the following sentence, "He said that the window well could be in the back of the building so that it is not protruding in the front," will read "He said that the window well could be in the back of the building so that it is not protruding in the side."

4. PUBLIC MEETING

a. Conceptual review for a Planned Residential Development with three (3) duplexes and eight (8) single family homes at 60 Old Colchester Road in the R1 District by Sterling Homes Properties, LLC, agent for Louis C. Kalanges, owner

Mr. Giguere swore in all participants.

Mr. Bouton, of Cross Consulting Engineers, presented on behalf of the applicant. This application is for a fourteen-unit PUD off of Old Colchester Road. All the units except for one will have driveway access off of a new proposed private road. The development is a mix of single-family homes and duplexes. This is being proposed as a PUD to allow for more open recreation space for future homeowners and to bring down the total project cost, offsetting the cost of the sewer line extension required to serve the new homes.

The applicant attests that the dead-end, single-access road is preferable over a future parallel north-south road due to the proximity of the municipal border with the Town of Essex to the north and to minimize environmental impacts. A natural surface pedestrian path is also proposed, with the applicant attesting that they would prefer not to have the path surfaced with gravel. There is a crosswalk proposed to connect to the Tree Farm across the street, and the municipal sidewalk will be extended north on Old Colchester Road. A sidewalk will be installed on the private road, which will be maintained by the HOA. No curbing is proposed in the development, except for along the sidewalk. Context was provided as to how the proposed stormwater infrastructure would operate during frozen ground conditions. All sewers will be gravity, and all other utilities will be underground. A singular streetlight is proposed at the intersection of Old Colchester Road and the private road. The developer would prefer not to install additional streetlights in the development. All homes will be custom.

The applicant is requesting the following waivers:

- More than 10 units are being requested on a single access.
- A dead-end road with no second access or future connection is being requested.
- Approval for the proposed road to be a private road, owned and maintained by the future homeowners association.
- Approval of a singular sidewalk within the development is being requested to maximize greenspace within the development.
- Approval of curbing only along the singular sidewalk to promote sheet flow of stormwater runoff and limit erosive conditions and standing water in the roadway.

Mr. Giguere said, due to the number of homes proposed as a part of the PUD, conceptual review is required. A second hearing, at minimum, will be required for final approval. He encouraged the DRB to first make a determination as to whether the proposed dead-end private road and associated waivers is acceptable as proposed, or if the roadway should be reconfigured to a “T” shape to accommodate potential future development on neighboring parcels. The Development Review Board (DRB) is able to require the applicant to dedicate 15% of the project to open space, which would be required to be open to the public rather than being strictly reserved for private resident use. Pedestrian easements along neighboring parcels are also encouraged by staff to create a comprehensive network of paths. City staff is amenable to the lack of curbing as proposed, however this would be required if the roadway was to be reconfigured to Public Street standards. He mentioned that a photometric lighting plan is not required for conceptual approval, but will be required for final development approval. The applicant would be paying to extend the City sewer service to their new development, which currently terminates at Autumn Pond Way.

Ms. Gildea noted that wetlands just south of the project area would factor into the board’s decision on planning for future development on neighboring parcels, making it less likely. Mr. Alden said an acceptable connection with the Tree Farm is important. As written, LDC encourages the future connection between surrounding neighborhoods and parcels. Mr. Alden noted that despite minor connectivity benefits, future residents and the developer would likely prefer a cul-de-sac and suggested that additional connections not be pursued. Mr. Alden noted concern about driveway length for the duplex accessed off of 2A. He encouraged sidewalk connectivity. Regarding mailbox location, he requested that sufficient space be available for parked cars in this area. He asked the applicant to clarify if the stormwater detention pond would be accessible; the developer clarified that it will not be fenced in. Mr. Bouton said this area will be entirely usable and is not a retention pond.

Mr. Giguere said comments from Jane Davis, sent via e-mail, were distributed to all DRB members. Mr. Alden encouraged planning for pedestrian connections between surrounding neighborhoods. The “primitive” pedestrian path will be maintained by the HOA and Mr. Alden did not see a need for requiring gravel surfacing. Mr. Alden encouraged garage lights to be in accordance with dark sky standards per LDC requirements. He suggested a two-tier lighting system for streetlights. In consideration of staff’s density calculation, Mr. Alden said that up to 36 units would be permitted by code, below the 14 units being proposed. Ms. Gildea encouraged additional sidewalk continuing in front of the duplex currently proposed to have frontage on Old Colchester Road, all board members agreed. She encouraged this home to be reoriented so that a driveway is not necessary on Old Colchester Road. Mr. Giguere said, as the applicant is proposing a private road, it does not need to meet all specifications of a Public Road, including sidewalks. The City does prefer a private road to minimize impacts to road maintenance. Mr. Brockmeier asked for confirmation that no north/south connection would be able to be built. Mr. Alden said that this is highly unlikely to occur due to railroad tracks, town line and wetlands. Answering a question from Ms. Gildea, Mr. Bouton and Mr. Alden clarified that the total number of homes would be specified by the HOA agreement.

In public comment, Mr. Maxon said that he lives on Old Colchester Road. He said traffic calming devices have recently been removed by the City. He expressed concern about the safety of crosswalks on Old Colchester Road, due to unloading for the Tree Farm. Mr. Maxon discussed Essex Junction’s Conceptual Plan, reading aloud the housing goals. He believes that this proposed development is not in line with the existing neighborhood character. The neighborhood has a more rural feel with most homes on one acre lots. He described the neighborhood as low-density single-family, which is very different than the proposed development. The Town of Essex plows Old Colchester Road, not the City. In response, Mr. Alden discussed the definition of the Residential-1 (R1) zoning district and said he was surprised that this application could be presented to the DRB. He encouraged the DRB to consider how this application will enhance the current conditions of the neighborhood. Answering a question from Ms. Gildea, Mr. Maxon said the elevated crosswalk connecting to the Tree Farm was removed due to plowing concerns. Ms. Gildea suggested that this be investigated by the City.

Mr. Holton lives in the neighborhood and believes that this development is out of character. He believes that the number of units will change the character of the area and spoke of existing traffic concerns. He would like a proposed development to be more in line with the existing homes. Mr. Hamilton expressed support for this project. He feels that this project will assist with the housing crisis and suggested installing rapid reflective flashing beacons to assist with pedestrian safety. Mr. Logan said the rural feel of the neighborhood was one of the reasons he purchased his property and said this project will eliminate his privacy. He discussed the changing traffic pattern and expressed concerns about traffic volume from the proposed development. He has previously been denied a permit to subdivide his lot and questioned how this was possible considering this development application.

Mr. Aldrich expressed concern about the traffic volume that the Tree Farm creates, calling it “oppressive.” He said this proposed development does not fit the characteristics of the neighborhood. Previously, the City decided not to bring sewer service to Old Colchester Road due to the lower density, however will allow it for this project if the developer will pay for such to occur. Mr. Aldrich said he wanted to purchase this property however construction of a home was not allowed by the City due to the lack of sewer service. Mr. Giguere said Essex Junction is not permitted to accept new septic systems. Extensions of sewer lines are the responsibility of the developer. Mr. Logan said that development in this area meets state

requirements, however the City is preventing this because of the opinion of one person. He believes that the landowner is being denied the opportunity to improve their property. Mr. Alden said this issue will not be resolved tonight and requested further clarification from staff. He discussed precedent where the Planning Commission (PC) has chosen not to change the zoning on Old Colchester Road which would allow for additional development in the area. It is important to ensure that the neighborhood is not overwhelmed, and this is a standard that the PC has upheld over the years. Mr. Alden said that this part of the City has a special character, but that additional housing is also needed. The current character of the neighborhood is one unit per acre. The question presented should be can the existing character of the neighborhood be maintained with a specific number of units, which Mr. Alden suggested is three per acre. Ms. Massey said that she believes that the number of units proposed by the developer would be allowable in the district. Mr. Logan stated that development was denied unless sewer lines were installed. If state approved septic were allowed to be installed, homes more in tune with the existing neighborhood character could be built. Mr. Alden described a variety of factors, such as historic character, density and lot sizes which go into determining the character of a neighborhood.

Mr. Bouton said the character of the neighborhood must be weighed against what is required to successfully develop a parcel, and the need for housing. Mr. Alden countered by stating that there is no drive to develop this parcel, besides the need for housing. His opinion was that if this project aligns with the City's goals, then the infrastructure should be partially funded by the City. Mr. Alden said that the PC had previously seen this development as a spot zoning issue. Mr. Giguere cited the density calculation in R1, stating that this is the density calculation that has been approved by the PC. Mr. Giguere said that adding sewer service to Old Colchester Road is in the Capital Budget for several years from now. Mr. Logan encouraged the City to allow new septic to be added to allow the development to better fit the area, and wait for the City to do the sewer line extension themselves. Surrounding homeowners would not be required to pay to connect, and Mr. Bouton noted that connecting to municipal sewer is much cheaper than installing a new septic system. Ms. Massey cited Section 723, stating that this encouraged compact, pedestrian-oriented developments and additional housing. She believes that the DRB needs to review applications based on the current code. Mr. Brockmeier concurred. Mr. Alden said that units per lot, rather than units per acre, should be analyzed. He believes that some of the density bonus targets need to be hit if additional units are requested. Mr. Giguere said these properties will be sold as footprint lots. There is precedent in Essex Junction to grant a developer additional flexibility in terms of density if they meet specific criteria.

As this is a conceptual application, Mr. Alden said that the DRB needs to provide guidance to the applicant. He is questioning the overall fit of the development in this neighborhood. He does not feel comfortable with this application in this location given the existing neighborhood character. Answering a question from Mr. Brockmeier, Mr. Alden said that there is nothing that prevents lot subdivision. Mr. Brockmeier questioned why smaller lots are allowed in this neighborhood if this is not what is desired. Mr. Giguere said the Comprehensive Plan and LDC state that a variety of housing types are encouraged in Essex Junction. No density bonuses have been requested by the applicant.

Mr. Giguere encouraged the DRB to outline specific questions for staff to answer to help the DRB come to a decision. Mr. Alden said he would like to know if the City would contribute to the cost of sewer infrastructure, should the new development be built. He would like to know what the PC thinks of this application and the number of units, and how neighborhood character fits in. He would like clarification on the governing density rule as permitted by a PUD application. The purpose statement for R1 no longer

matches what is required for state development requirements and will be changed with the next LDC rewrite. Mr. Alden said that he believes that it is fairer to continue this application and come back when the DRB has answers to these questions. All board members agreed.

LUKE BROCKMEIER made a motion, seconded by MAGGIE MASSEY, to continue the public hearing to Thursday, May 21, 2026.

Discussion: Mr. Giguere asked for clarification on outstanding DRB guidance on the proposal. The DRB is amenable to the T shaped road, the PUD and proposed open space. It is important that the public be able to access and use the open space and paths. Additional sidewalks are desirable. Curbs may not be required if the sidewalk is not right on the road. The DRB is amenable to the landscaping plan as proposed, however additional amenities for families are desirable. The DRB expressed concern about garage lights being non-conforming and would like to ensure that these are not too bright. Mr. Alden said the development should express the desired character of the neighborhood.

Voting: Motion passed 4-0.

Answering a question from Mr. Maxon, the applicant specified that no Act 250 review will be required due to state exemptions, but the applicant will pursue a Jurisdictional Opinion as a part of their standard practice. Staff will further research why new septic systems cannot be installed in this area.

6. OTHER DEVELOPMENT REVIEW BOARD ITEMS

Mr. Giguere encouraged all DRB members to go to the City's website and review projects in progress.

7. ADJOURNMENT

LUKE BROCKMEIER made a motion, seconded by MAGGIE MASSEY, to adjourn the meeting. Motion passed 4-0 at 8:59 PM.

Respectfully submitted,
Darby Mayville

POLICE COMMUNITY ADVISORY BOARD

April 21, 2026

POLICE COMMUNITY ADVISORY BOARD

REGULAR MEETING

MINUTES OF MEETING- DRAFT

April 21, 2026

POLICE COMMUNITY ADVISORY BOARD: Jenny Parker, Gwendolyn Evans, Dan Maguire, Lisa Holmes

ABSENT: Nancy Bean, Christina Hagestad

STAFF: Alyssa March & Kristen Wright- Community Liaison, Essex Police Department and Ron Hoague (EPD Chief)

ADMINISTRATION:

OTHERS PRESENT:

1. CALL TO ORDER

Chair Gwendolyn Evans called the meeting to order at 6:00pm.

2. AGENDA ADDITIONS/CHANGES

No additions or changes

3. AGENDA APPROVAL

The agenda was approved.

4. PUBLIC TO BE HEARD

None

5. CONSENT ITEMS

a. The Board approved the Minutes for the March meeting.

6. BUSINESS ITEMS

a. Gwendolyn thanked Alyssa for her work with PCAB.

The Chief introduced the new Community Affairs Liaison, Kristen Wright, to the Board. Kristen has a bachelor's in psychology. She worked in 911 dispatch for almost 15 years in various locations in Vermont. Kristen shared some of her experience of dispatching with the Board.

b. The Chief gave an update about EPD. Yesterday, a dispatcher was supposed to start but an hour before the shift, he notified the department that he would not be taking the position. If anyone knows anyone interested in applying, they are encouraged to apply.

One of the people in the academy ended up leaving the academy due to family so there are currently two left, and they are scheduled to graduate at the end of May.

Two officers are currently on medical leave and two are on military deployment. The Chief is hopeful that there will be support coming back in June. Currently, EPD has 32 full-time

employees, 26 are sworn officers. The PD is authorized to have 31 officers, but the department has 20-21 active officers. There are two more going to the next academy.

The PD will be working on recruitment and different videos like virtual ride along and a virtual PD tour.

The PD will be starting the lieutenant process in mid- May. There are four candidates. The new lieutenant will be working with the current lieutenant.

After that process, the PD will start the sergeant process. The Chief invited PCAB members to be a part of those interviews. Lisa and Gwendolyn seemed interested.

The PD will be getting ready for the Memorial Parade soon.

Lisa praised the Chief for the working memo on Immigration Enforcement. The rest of the Board agreed. The Chief shared that he has received positive feedback and thanked the Board for their help.

c. The Chief suggested the Board think about their work plan for the rest of the year. The Board reflected on past meetings and what the work plan should have been for the year.

d. Next meeting, Kristen will bring back ideas that the Board discussed in previous meetings. The Board members will come up with 3 plans they would like to work on.

e. Gwendolyn and the Chief would still like to be on the radio. Hopefully, sometime soon.

7. ADJOURN

A motion to adjourn was made by Gwendolyn. The motion was seconded and approved by the Board. The meeting adjourned at 6:35pm.

Respectfully submitted,

Alyssa March
Community Affairs Liaison

Tree Farm Management Group - Monthly Meeting

Date: Monday 4/13/26 at 6:00 PM

Location: Essex Town Offices Conference Room

81 Main Street, Essex Junction, VT 05452

In attendance: Aaron Stewart, Jim Goudie, Maria Godleski, Paul Benoit, Harlan Smith, Mark Brislin, Ally Vile, Garry Scott

Absent - Giles Willey, Mike Nick, Debbie Knakal, Mark Benjamin, Wendee Pringle

AGENDA

Call to Order: 603 PM

Agenda Additions/Changes: Introduction of new TFMG member Garry Scott, Director of Facilities and District Safety, Essex Westford School District

1. Public to be heard - none

2. BUSINESS ITEMS

- a. Approval of the March Meeting Minutes [TFMG Meeting Minutes, March Approved 4.13.26.pdf](#)** Ally made a motion, which was seconded by Harlan, that the minutes be approved. All were in favor.
- b. Field Scheduling and Reservation Updates (all)** - Ally shared that last week two students did their community service hours at the TF ridding the fields of sticks and dog waste. James did a walk through at the TF on 4/11/26 with a group of 5 representatives from the large adult soccer tournament. The fields appear dry. 4/12/26 was our TF get ready to open event where goals and paint were moved, etc. The facility is in good shape. Field 1 appears to be doing well. James to connect with Aaron of S&D to get him to assess using it this spring. The adult tournament will need 8 full size fields in July. Water will be turned on Friday 4/15/26. The JCrew will begin field lining on 4/20. Aaron mentioned last year's opening day/weekend was very chaotic with new users moving to the TF due to other locations' closures. Maria will ask Debbie to remind users about where and how to park.
- c. Proposed pedestrian connection to Tree Farm at 60 Old Colchester Road (all)** - Debbie received an email from Michael Giguere the Essex Junction City Planner about a housing development proposal for 60 Old Colchester Road that included adding a pedestrian crossing and a new cut through the hedge row to connect the neighborhood to the recreation path. The hedge row acts as a fence keeping balls and small children in the facility. Very close to this proposed crossing is an

existing crossing and access point to the facility. Aaron will write a response for the TFMG indicating our support for a sidewalk from this proposed neighborhood to the existing crossway by the northwest corner of the cemetery.

3. Financial Review (Based on email from Giles) - [TF Financials April 2026.pdf](#)

- a. **Financial updates** - Turf Tank lease for 2026 \$7000 has been paid. Turf Tank has removed the \$1000 paint item on the bill and we have used that \$1000 for the Lacrosse template. We now have templates for Soccer, Rugby and Lacrosse for \$7000. April is the start month for our two 8 month expenses; scheduler and landscaper. Weston will be doing first grading of the road prior to opening day. This will include 10 loads of crushed asphalt. Weston is going to apply these 10 loads starting at the circle and working back to the front gate to help mitigate dust on Fields 12 and 13. The 2 new full sized goals and 2 U12 goals are at the TF and pending assembly. Maria to follow up with Debbie and Giles about whether the adult soccer tournament has provided their deposit for July. Mark Brislin is scheduled to talk to them on Friday 4/17/26 related to their request to have alcohol served at the tournament.

4. Other -

- a. **Introduction of new TFMG member Garry Scott, Director of Facilities and District Safety, Essex Westford School District** - Today we welcomed our newest member of the TFMG, Garry Scott. This allows us to have our required representation from a member of the Essex Westford School District. Aaron will reach out to Mark Benjamin to determine if he would like to continue as a non-voting member. To achieve the required 11 voting members without representation from the school district, we had taken on 2 neighbors (town/city residents not appointed by the municipalities).
- b. **Calendar (Ally)** - Profit and Loss Statements as well as our asset list need to be sent to the municipalities prior to opening day. Maria will ask Giles to do this.
- c. **Management Plan (Ally)** - Ally to continue work on updating from the 2023 version to the 2026 version.
- d. **Bylaws (Paul/Wendee)** - Paul reviewed the details of the current bylaws. We are not looking to include the current lease and management agreement details in the bylaws, but are looking to prevent the bylaws from disagreeing with those documents. Maria will ask Paul and Wendee to continue their work.
- e. **Open/Close Schedule (all)** - Opening Day of the facility is Monday 4/27. The open/close schedule still needs closers for Friday and Saturday nights. In June, the tournaments should make some of this spot coverage easier. Discussed feasibility of an automated front gate. Town and City were open to considering a

plan from the TFMG where the TFMG does the research and pays for the gate and the municipalities pay for the infrastructure such as running electrical.

5. Additions to the Agenda -

a. Executive Session - none occurred

b. Next Meeting & Adjournment - 7:08 PM Harlan motioned to end the meeting.

Ally seconded that motion. All were in favor.

Next meeting Monday 5/13/26 at 6 PM at the Town Offices Conference Room.