

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

Online & 2 Lincoln St.
Essex Junction, VT 05452
Wednesday, May 13, 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. **BUSINESS ITEMS**
 - a. Council Orientation Presentation [25 Minutes]
 - b. Discussion and Consideration of the Council Retreat Agenda [10 Minutes]
 - c. Discussion and Consideration of the Council Meeting Schedule for July thru December [5 Minutes]
 - d. Discussion and Consideration of Regional Committee Appointments [5 Minutes]
6. **CONSENT ITEMS**
 - a. Approve Meeting Minutes: 4/29/26
 - b. Approve Bike Walk Advisory Committee Policy Amendments
 - c. Annual Designation of Newspaper, Time and Place of Regular Meetings, and Physical Posting Location
 - d. Approve Grant – Slam T1D Funding Proposal (EJRP)
 - e. Approve Annual Local Emergency Management Plan
 - f. Approve Memorial Day Road Closure Amended to Include Main Street from 8am to 2pm
 - g. Approve Block Party Application for Upland/Drury
7. **COUNCIL MEMBER COMMENTS & CITY MANAGER REPORT**
8. **READING FILE**
 - a. Check Warrant # 24117 4/30/26
 - b. April Financial Reports
 - c. Regional Boards and Committees Minutes Memo
 - d. Reappraisal Update
 - e. Mural Feedback Survey News Release
 - f. Elaine Haney and Marcus Certa Resolutions
 - g. Brownell Library Trustee Minutes 4/21/26
 - h. Recreation Advisory Committee Minutes 4/27/26
 - i. Tree Advisory Committee Minutes 4/28/26
 - j. Board of Civil Authority and Board of Abatement Minutes 5/4/26
9. **EXECUTIVE SESSION** – Not Anticipated
10. **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)**

	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.

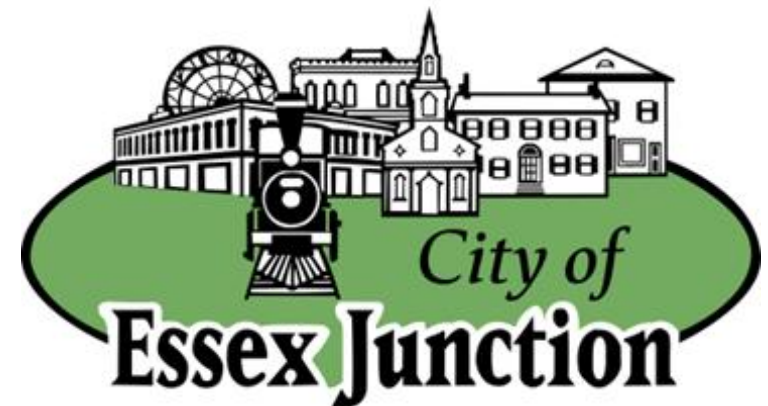
1. Please raise your hand to speak, whether in person or attending virtually.
2. You may only speak after you have been recognized by the president.
3. Before speaking, please state your name and address for the record.
4. All remarks must be addressed to the president.
5. Comments must be germane to 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.

2026 City Council Orientation

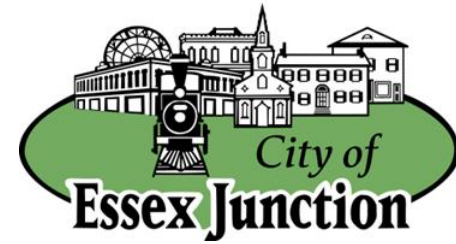
Amber Thibeault, Council President

Regina Mahony, City Manager

May 13, 2026



Agenda

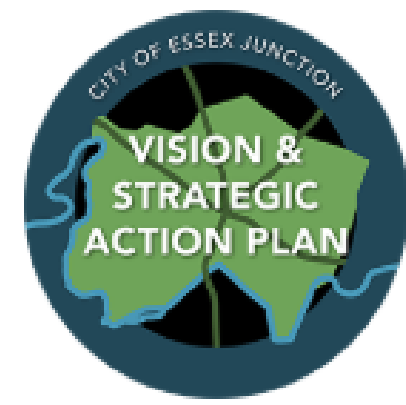


- Demographics
- Comprehensive Plan & Vision & Strategic Action Plan - Priorities
- Council-Manager Form of Government
 - Council Authority
 - Manager Authority
- Council Rules of Procedure
- Open Meeting Law, Transparency & Code of Ethics
- Organization
 - Committees
 - Departments
 - Facilities
- Budget and Fiduciary Responsibility
- Priority Projects, Hiring & Events
- Resources, questions, and discussion!



Essex Junction Demographics

Total Population	10,590
Median Age	40
Over 65	14.9%
Total Occupied Homes	4,761
Median Gross Rent	\$1,544
Median Household Income	\$89,257
BA or Higher	52.4%
Born Outside the US	10.5%
Language spoken at home	15.8% other than English



Vision & Strategic Action Plan

The City of Essex Junction becomes known for its inclusive and welcoming ethos. As a result, the population is both economically and ethnically diverse. **The economic approach is community-led while having a strong focus on adapting and growing as a community.** Community connectivity is significant in relation to amenities, activities, and engagement, as well as practicality via cycle lanes, trails, and public transportation. Walkability and cycling are encouraged, and there are passive and active greenspaces within the city. Inclusivity and equity are demonstrated via affordable housing, vertical development and incentives and new businesses. **There is investment in the public good and shared amenities and resources that create desirable living conditions. There is a focus on community vitality across the city with vibrant amenities and activities.** The enviable location is attractive to people wishing to move to the city due to its amenities, character, sense of community and proximity to the airport, Burlington, and the landscape of Vermont.

Strategic Plan Pillars & Action Items



KEY ACTIONS

- Action 1: Enhance the 'Neighborhood Village Feel'
- Action 2: Include Contemporary Design Principles into the City of Essex Junction
- Action 3: Improve the City's Landscaping and Design Standards



KEY ACTIONS

- Action 4: Promote and Enhance Safety
- Action 5: Address and Focus on Community Wellness
- Action 6: Provide Responsible, Open and Transparent Government



KEY ACTIONS

- Action 7: Enhance Downtown and Corridors
- Action 8: Provide and Promote Partnership Driven Institutional Support and Advocacy
- Action 9: Bring Businesses Together to Work Collaboratively



KEY ACTIONS

- Action 10: Improve Community Education
- Action 11: Enhance Transportation Safety
- Action 12: Develop a Citywide Multimodal Transportation Plan



KEY ACTIONS

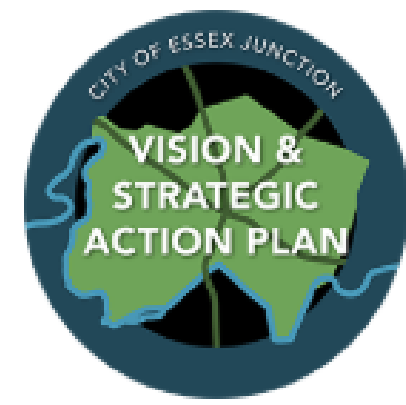
- Action 13: Support Green Spaces and Tree Planting
- Action 14: Encourage Clean Energy and Efficiency Options
- Action 15: Create a City-wide Comprehensive Sustainability Plan



KEY ACTIONS

- Action 16: Promote Community Vitality
- Action 17: Enhance Community Connectivity
- Action 18: Create a Comprehensive Community Engagement Plan



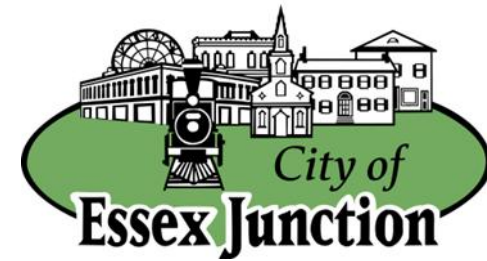


Comprehensive Plan 2027 Update

How is the Comprehensive Plan different from the 2024 Community Vision and Strategic Action Plan?

- The 2024 Community Vision and Strategic Action Plan (CVSAP) captured what the community wants: its values and aspirations across six pillars, like Housing, Economic Development, and Environmental Stewardship. The Comprehensive Plan is the formal legal document that translates those values into how we get there, with specific goals, land use maps, and actions the City commits to. The CVSAP feeds directly into the Comp Plan update.

2027 Comprehensive Plan Update

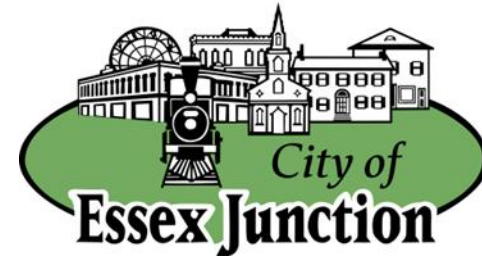


The Comprehensive Plan is the City's primary long-range policy document, guiding growth, development, and public investment. The current plan was adopted in 2019 and will expire in 2027.

Since 2019, Essex Junction has become an independent city, state housing and land-use laws have changed, and several major local and regional planning initiatives have been completed. This update will ensure the City's plan reflects current conditions, community priorities, and state requirements. It will:

- Align with new state and regional planning requirements
- Build on the City's 2024 Community Vision and Strategic Action Plan
- Integrate recent planning efforts, including the Connect the Junction Transit-Oriented Development Master Plan
- Address housing, transportation, land use, infrastructure, sustainability, and economic development

Council-Manager Form of Government



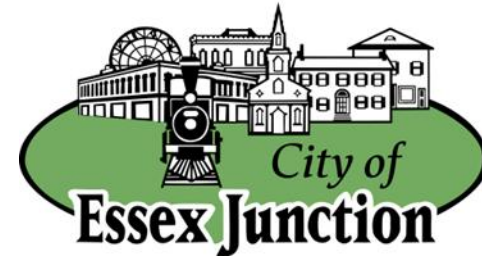
Councilors make up the City Council – the policy-setting board

- As a group, set high-level priorities to provide direction to staff
- Make and change policy
- Oversee the big picture – budget, plans, property, and City Manager

The **City Manager** is the Chief Administrative Officer - runs the City Operations

- Run day-to-day operations of the City
- Supervise and direct all staff
- Support Council in developing policy
- Implement and administer policy, budget, plans, and property

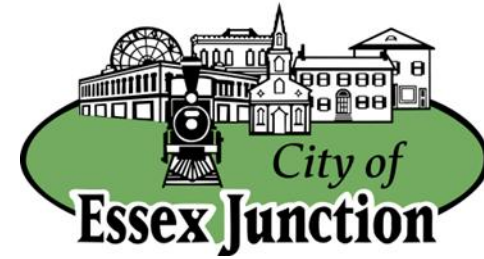
Council Authority



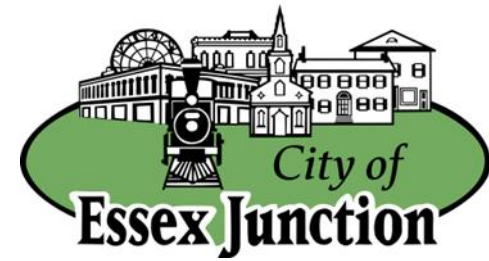
- Hire the City Manager
- Appoint City Attorney*, City Clerk*, Zoning Administrator
- Appoint residents to the DRB, Planning Commission and all other policy boards
- Serve as the Liquor Control Board, Local Cannabis Control Commission, Board of Health, and other Statutory requirements
- Make, amend, repeal ordinances
- Acquire, sell, lease property
- Provide for fiduciary oversight and approve budget to bring to the voters
- Provide an independent audit
- Convene public forums

* Manager recommends, Council approves (City Charter 602 (d) and (o))

Manager Authority



- Serves as the Chief Administrative Officer
- Prepare the annual budgets and administer them
- Oversee all ordinance enforcement, collection of funds, and expenditure of funds
- Serve as the Personnel Director and hire, manage, and fire (if needed) staff; including appointment of Treasurer (Charter 602(b))
- Regularly report to the Council on finances and operations
- Attend and participate in all Council meetings
- **Serves as the Councilors' primary support**



Staff Authority Directed by State Statute

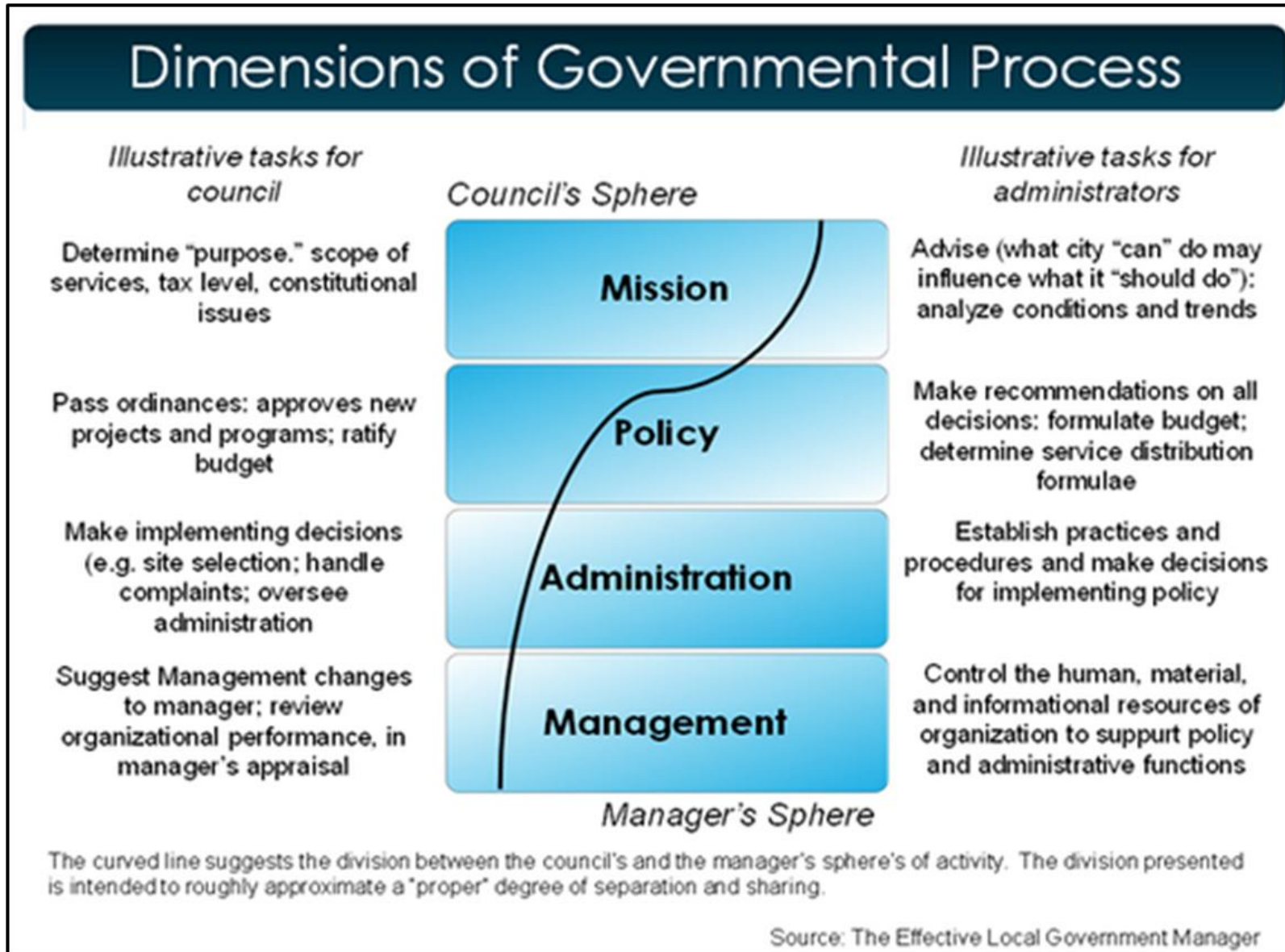
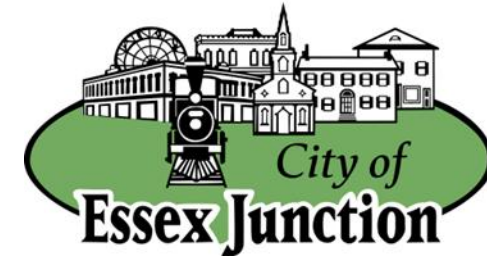
Zoning Administrator: Must adhere to 24 V.S.A. Chapter 17 and enforce the Land Development Regulations.

Police Chief: Must adhere to 24 V.S.A Chapter 55 and enforce all local and state laws.

Fire Department: Must adhere to V.S.A. relevant to a variety of building trades and fire safety protocols.

City Clerk: Must adhere to 24 V.S.A. Chapter 35 and administer all elections and recording as prescribed.

Roles and Authority



Council Roles

Roles	Associated Activities
Strategic Vision	<ul style="list-style-type: none">• Strategic Planning• Determining what is important in the short term• Identifying community wants and needs• Seeing interconnections
Representative–Constituent Advocate	<ul style="list-style-type: none">• Answering calls and emails from residents• Connecting residents with the local government to help resolve issues
Trustee–Steward	<ul style="list-style-type: none">• Looking at the long-term implications of decisions• Fiduciary role
Decision-maker	<ul style="list-style-type: none">• Reading briefing materials• Participating in study sessions• Listening to residents• Voting
Community Builder	<ul style="list-style-type: none">• Being present and listening to individuals and community groups• Convening important community conversations• Celebrating accomplishments• Participating in events
Oversight	<ul style="list-style-type: none">• Conducting the manager’s performance evaluation• Reviewing the audit

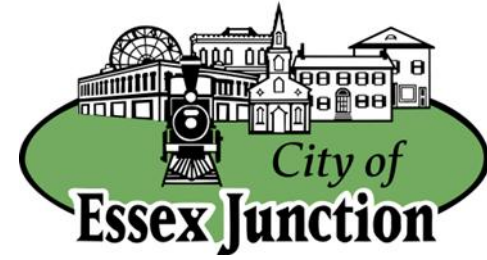
Source: Defining the Roles of Elected Officials and City/County Manager: Understanding the various roles of elected officials and how the CAO and staff can best support them. By Julia Novak, ICMA-CM, Tanisha Briley, ICMA-CM, Dr. John Nalbandian, and Jan Perkins, ICMA-CM | Dec 01, 2024 | PM Magazine - Article

Manager Role to Help Council Achieve Best for Community

1. Intentionally plan for opportunities for the governing body to fulfill each role, and create a time at council meetings where councilors can share their recent activities in the community. This publicly encourages councilors to reach out.
2. Create systems for efficiently addressing constituent concerns so elected officials can turn these issues over to the staff and not feel like they must be the ombudsman for the public, while at the same time, receiving credit for staff responses.
3. Refer to strategic plans and long-range goals when executing programs and projects to create connections between the daily work of the organization and the priorities of the elected officials. This could mean connecting agenda items directly to governing body priorities.
4. Discuss both short- and long-term consequences of action (or inaction).
5. Support the governing body in establishing ground rules for civility and mutual accountability.
6. Demonstrate accountability to the governing body by updating them on the status of agreed-upon priorities and ensuring a meaningful process exists for performance evaluations.

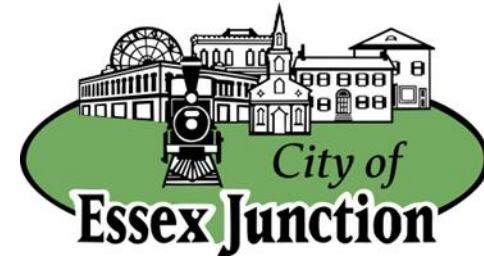
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Communicating with Staff



- Questions and requests should be directed to the Manager
- To the extent that general questions or history is requested, it will be shared with the full Council
- Councilors are encouraged to:
 - Attend facility tours with Department Heads and the Manager
 - Reach out to staff before meetings with questions and to understand more about an issue or item on the agenda.
- The Manager must be cc'd on all correspondence between Councilors and staff
- Direct constituents to the City Manager when asked about an operational issue
- Emergency Situations
 - The City Manager or Acting City Manager will attempt to keep the council informed
 - During emerging events, the focus must be on the event and public safety. In these instances, it's best to speak with one voice (Manager, Chief, Council President)

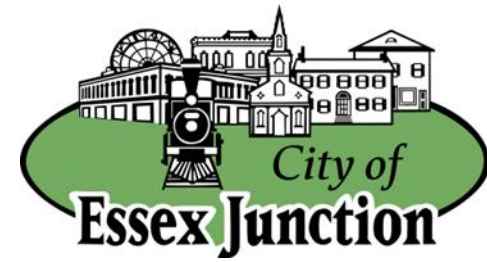
Council Rules of Procedure



- Annually Council elects a president, vice president, and clerk
- The president runs the meetings
- A quorum of the Council is 3
- All action/direction of the Council is done by affirmative vote
- Follow the 2023 Communication Policy: “Formal positions of the City Council, or calls or questions seeking the official opinion of the City Council, should be referred to the City Council President unless another Councilor has been designated by the body or to the City Manager. If a resident communicates with the entire City Council, the Council President should respond on behalf of the Council.”
- President and Manager set the agenda. Councilors can request items by the Wednesday prior. Note the Council Rules of Procedure for meetings states “a requested agenda item will be considered in relation to the Council’s priorities and work programs.” That is how we keep things tied to the Strategic Plan.
- Agenda Outline
 - Public to Be Heard
 - Business Items
 - Consent Agenda
 - Councilor Comments & Concerns/City Manager’s Report
 - Reading File
 - Executive Session (if needed)

Meetings are held on the 2nd
and 4th Wednesdays at 6:30 PM

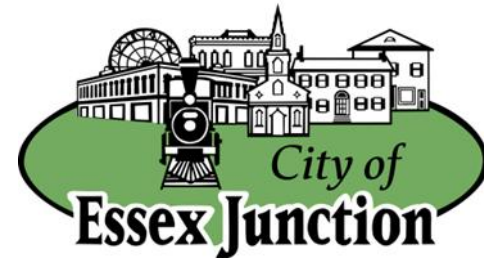
Transparency, Open Meeting Law & Ethics



Goals are that the public trust in its officers is preserved and ensure that all decisions made by public officers are based on the best interests of the municipality.

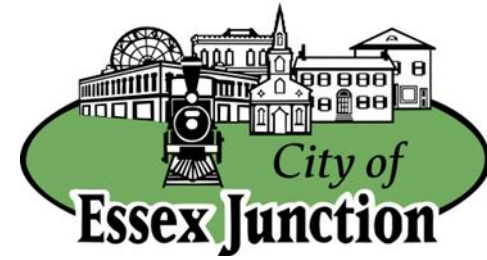
- All (but executive session) communication by a Council member discussing City business is considered public
- Use your @essexjunction.org email to conduct City business
- Meetings must be warned with minutes produced
- Avoid instances where 3 or more Council members are present **and** discussing current or future items before the Council
- Information can be shared via email, but debate must take place in public setting. Careful of “reply all.”
- Executive session content and items marked confidential must be kept private.
 - Do not forward confidential emails
 - Do not talk about Executive session outside of Executive Session

Open Meeting Law



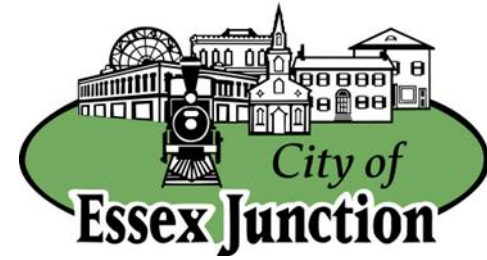
- A public body (aka “decision making bodies” = City Council, DRB, Library Trustees, BCA) must provide a dedicated, staffed, physical meeting location (unless in emergencies) and may conduct hybrid meetings. We do conduct hybrid meetings for increased involvement. The law authorizes remote-only meetings for advisory public bodies.
- Requires each municipality to post on its website the procedures for filing an Open Meeting Law complaint and the text of the relevant statute. This information is located on the City’s website here:
<https://www.essexjunction.org/boards/open-meeting-law>.
- Secretary of State Open Meeting Law Training – required annually for the Council President and City Manager, but it’s a helpful training for all of us. The training is located [here](#).

Municipal Code of Ethics



- The City Council adopted the statewide Municipal Code of Ethics and it is incorporated in the City's General Rules and Personnel Regulations.
- We've asked all staff and committee members to read and sign the new Code and take the required training.
- The code and the process for investigating potential violations is located on the City's website here: <https://www.essexjunction.org/codes/municipal-code-of-ethics>
- The State's Ethics Commission produced this helpful guide to help explain when a perceived or real conflict of interest may exist as well as the recusal process:
[https://www.essexjunction.org/fileadmin/files/Administration/Conflict of Interest Quick Chart FAQ.pdf](https://www.essexjunction.org/fileadmin/files/Administration/Conflict_of_Interest_Quick_Chart_FAQ.pdf)
- City Manager is also subject to the ICMA Code of Ethics

Declaration of Inclusion



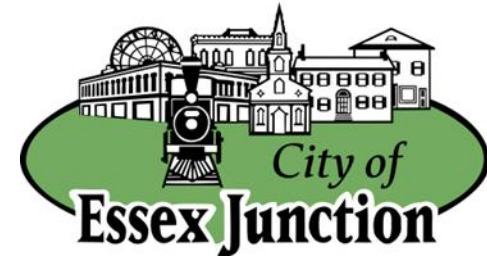
The Village of Essex Junction and/or City of Essex Junction condemns racism and welcomes all persons, regardless of race, color, religion, national origin, sex, sexual orientation, gender identity or expression, age, or disability, and wants everyone to feel safe and welcome in our community.

As a Village and/or City, we formally condemn all discrimination in all of its forms, commit to fair and equal treatment of everyone in our community, and will strive to ensure all of our actions, policies, and operating procedures reflect this commitment.

The Village of Essex Junction and/or City of Essex Junction has and will continue to be a place where individuals can live freely and express their opinions.

Adopted by the Village Trustees on May 11, 2022

Boards and Committees



Specified in Charter

- Planning Commission
- Development Review Board
- Board of Abatement
- Board of Civil Authority
- Library Board of Trustees

Regional Organizations with City Representation

- Chittenden County Communications Union District
- Chittenden County Regional Planning Commission
- Chittenden Solid Waste District
- Green Mountain Transit
- Town Meeting TV
- Winooski Valley Parks District
- Champlain Water District
- Tree Farm Management Group

Policy Committees of Council

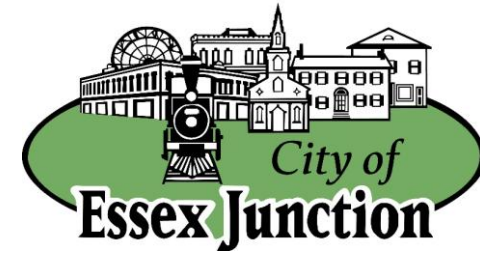
- Bike/Walk Advisory Committee
- Tree Advisory Committee
- Capital Program Review Committee
- Police Community Advisory Board
- Tri-Town Sewer Committee
- Recreation Advisory Committee

Possible Future Policy Committees of the Council – *prioritize through annual Strategic Plan process*

- Housing Commission
- Energy Committee
- Downtown Committee
- Economic Development Committee
- Project-Based Committees (similar to 1 Main St. Park Design)
- Diversity Equity & Inclusion Committee
- Community Engagement Committee

City of Essex Junction

Organization chart



City Council

City Manager
Regina Mahony

Contracts:

City Engineer – Hamlin Engineering

City Attorney - Monaghan Safar PLLC

Information Technology Managed Service Provider – OpenApproach

Public Works
Superintendent
Ricky Jones
6 FTE

Water Quality
Superintendent
Chelsea Mandigo
7 FTE

Human
Resources
Director
Colleen Dwyer

Library Director
Wendy Hysko
6 FTE

Finance Director
Jess Morris
3 FTE

Recreation and
Parks Director
Mark Brislin
27 FTE

Communications
and Strategic
Initiative Director
Ashley
Snellenberger

Community
Development
Director
Chris Yuen
2 FTE

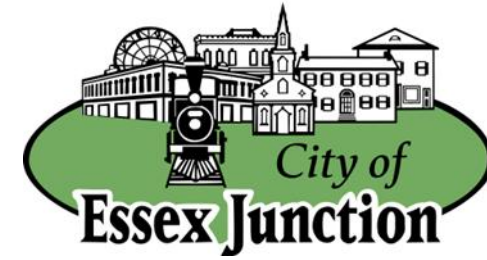
Fire Chief
Chris Gaboriault
(Paid on call)

Clerk/Treasurer
Susan
McNamara-Hill
1 FTE

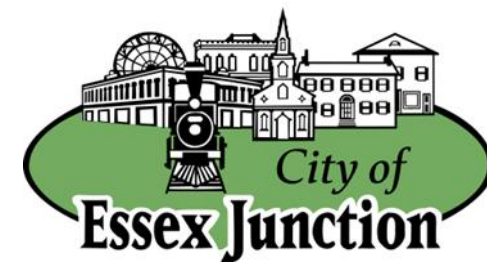
Police Chief
Ron Hoague
(Contracted with
the Town of
Essex)
37 Budgeted FTE

Assessor
Karen Lemnah
(Contracted with
the Town of
Essex)

Facilities

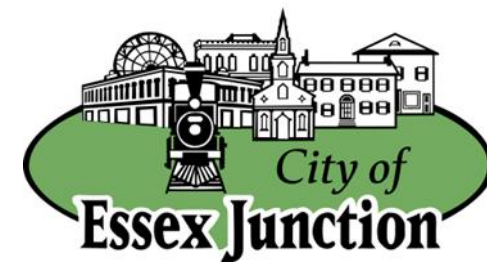


- 2 Lincoln
- Brownell Library
- Fire Department
- Maple Street Park and Facilities
- Park Street School
- Department of Public Works Garage
- Wastewater Treatment Plant
- Fire Station
- Parks
 - Maple Street Park
 - Maple Street Pool
 - Cascade Park
 - Stevens Park
 - Essex Dog Park & State Property*
 - 1 Main St. Park
- Tree Farm – co-owned with the Town of Essex



FY27 Budget: Summary General Fund

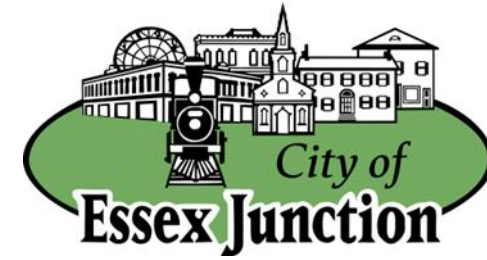
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	\$ Change	Change
Revenues								
Property Taxes	10,420,986	10,433,476	11,110,346	11,145,692	11,405,931	11,891,682	485,751	4%
General	3,456,044	3,507,965	632,664	948,334	721,705	785,864	64,159	9%
Clerk	105,008	76,404	71,464	86,023	78,035	63,800	(14,235)	-18%
Information Technology	14,000	14,000	-	-	-	-	-	n/a
Community Development	79,158	76,720	47,000	43,330	75,000	45,000	(30,000)	-40%
Economic Development	4,000	-	-	-	-	-	-	n/a
Fire	10	10	-	-	-	-	-	n/a
Streets	153,500	168,729	132,500	134,810	127,500	127,220	(280)	0%
Brownell Library	500	21,948	650	17,526	900	900	-	0%
Recreation	12,479	9,267	11,000	7,975	10,170	7,003	(3,167)	-31%
Total Revenues	14,245,685	14,308,518	12,005,624	12,383,689	12,419,241	12,921,469	502,228	4%



FY27 Budget: Summary General Fund

	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Budget	\$ Change	Change
Expenditures								
Administration	611,570	627,915	688,830	586,001	735,309	761,756	26,446	4%
Legislative	83,333	48,646	102,244	61,424	99,150	88,251	(10,900)	-11%
Clerk	306,750	262,588	256,470	264,184	268,921	261,444	(7,477)	-3%
Finance	504,300	482,589	589,118	526,823	621,777	677,648	55,871	9%
Information Technology	153,650	259,205	228,611	194,066	211,551	238,513	26,962	13%
Assessing	77,810	79,310	89,568	91,967	96,075	147,890	51,815	54%
Community Development	482,813	320,506	396,078	365,009	425,610	438,750	13,140	3%
Economic Development	40,000	6,005	-	28	-	30,000	30,000	n/a
Fire	545,484	537,675	530,292	513,638	543,037	553,642	10,605	2%
Public Safety and Services	2,977,293	2,973,733	3,057,361	2,897,815	3,235,493	3,516,597	281,104	9%
County/Regional Functions	346,883	316,733	354,376	360,754	445,901	442,929	(2,972)	-1%
Streets	1,566,556	1,572,099	1,552,923	1,445,544	1,583,502	1,653,741	70,239	4%
Stormwater	167,484	163,921	230,850	194,831	-	-	-	n/a
Brownell Library	964,134	915,181	1,016,569	1,003,167	1,047,704	1,082,917	35,213	3%
Recreation	1,100,479	1,065,014	1,131,553	1,167,090	1,135,776	1,095,086	(40,691)	-4%
Buildings	3,215,263	375,786	350,655	351,407	362,720	409,974	47,254	13%
Debt	402,528	394,916	392,053	367,446	375,943	361,365	(14,578)	-4%
Transfers and Misc.	699,356	3,456,126	1,036,574	3,898,816	1,230,770	1,160,967	(69,803)	-6%
Total Expenditures	14,245,685	13,857,948	12,004,124	14,290,010	12,419,241	12,921,469	502,228	4%

Purchasing

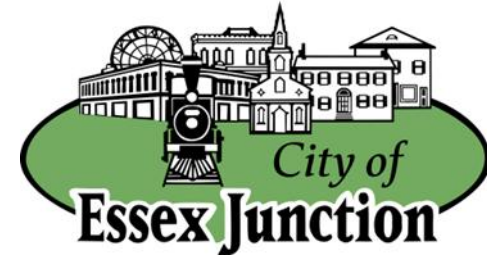


Purchases	Type	Purchasing Agent
Up to \$15,000	Incidental	Dept Head or designee
\$15,000 - \$75,000	Minor	City Manager or delegation to Dept Head
>\$75,000	Major	City Council

Grants need Council approval if there is a financial obligation; approved by City Manager if no financial obligation.

Resource: Purchasing Policy – Effective Date 4/15/2026

Priority Projects (a selection)

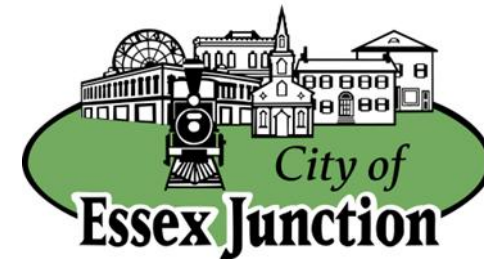


- Strategic Planning Process – next up the Council Retreat!
- Reappraisal
- Construction Projects
 - Public Works Facility
 - Library Roof Replacement
 - Railroad Ave Waterline
 - Annual Repaving
 - Pump Station Retrofits
 - Pearl Street Multi-modal
 - Main St Park
 - Cascade Park
- Amtrak Multi-modal Station
- Salary Study and negotiation of Association Contract
- Comprehensive Plan Update
- Equity Work with CCRPC and Partner Communities
- Future facility needs: Fire and Recreation

The Capital Plan also includes a list of prioritized municipal capital needs (roads, bridges, culverts, sidewalks, and waterlines). The list of projects is included in the budget, and a summary of the projects is included on the Capital Program Review Committee and can be found [HERE](#).

Also for a more thorough review of City projects view the full Community Vision and Strategic Action Plan report and the Department Work Plans [HERE](#).

Hiring:



Full Time Positions

- Licensed Childcare Director
- Licensed Childcare Site Coordinator
- Preschool Assistant Teacher
 - To apply visit: <https://cityofessexjunction.applytojob.com/apply>

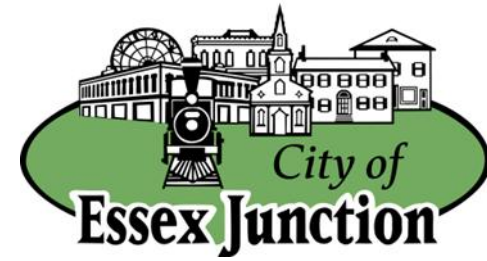
EJRP is hiring for seasonal summer staff

- Day Camp Counselors
- Day Camp Activity Coordinators
- Lifeguards
- Swim Instructors
- Park Patrol

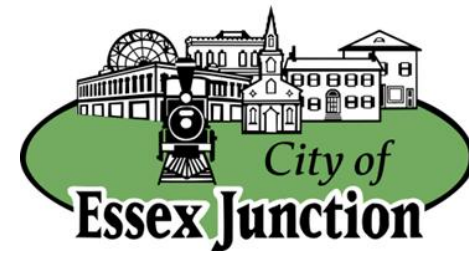
To apply for Summer positions above please visit:

<https://docs.google.com/forms/d/e/1FAIpQLScltqvYFKdWydKZusSqSTKRVfy9R46mcDqaWPnmXtMdMdVAPQ/viewform>

Upcoming Events



- Memorial Day Parade – Saturday, May 23
- Essex Pride Festival – Saturday, May 30
- Brownell 100th Events:
 - Sam Brownell's 184th Birthday Party – May 30th at noon
 - Retro Circ Desk – July 10th at 1pm
 - 100th Anniversary – July 18th at 4pm



Resources

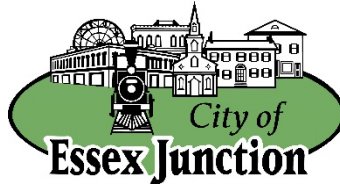
- [City Charter](#)
- [Municipal Code of Ethics](#)
- [Purchasing Policy](#)
- [Budget](#)
- [Ordinances](#)
- [City and Town Agreements](#)

New! VLCT Selectboard Handbook – online, member access only:

https://www.vlct.org/handbook/selectboard-handbook?check_logged_in=1

Amber Thibeault, City Council President – athibeault@essexjunction.org

Regina Mahony, City Manager – rmahony@essexjunction.org



Memo

To: Essex Junction City Council
From: Ashley Snellenberger, Communications & Strategic Initiatives Director
Meeting Date: May 13, 2026
Agenda Item: City Council & Department Head Retreat

Issue: The City Manager and Communications Director are organizing a strategic planning retreat on June 3, 2026, from 8:00 am - 3:30 pm at the City Offices for the City Council and Department Heads to discuss FY28 priorities.

Discussion: This is the second year that we will be holding a retreat for the City Council and Department Heads. The City Manager and Communications Director have met with Sue McCormack with The Creative Discourse Group to work on the agenda and facilitation plans for the day. A draft agenda has been included in the packet.

The agenda is similar to last year's agenda. We will once again have a Council only portion that will focus on discussions around teambuilding, engagement, and economic development. The next part of the day will add the department heads to the meeting where we will go through exercises to celebrate accomplishments and set priorities for FY28.

This is an opportunity for the Council to review the draft agenda and discuss any additions to the agenda.

In addition, the proposed Prioritization Setting Considerations are also included in the packet. These are the same considerations we used last year, and they came from the Council and Department Heads originally. This is an opportunity for the Council to review these considerations and discuss any changes.

Cost: There are enough funds in the Legislative budget planned for this event. Costs are not expected to exceed \$4,000.

Recommendation: This item is for discussion only. Staff is looking for feedback on the proposed retreat agenda.

Attachments:

Proposed Retreat Agenda
Proposed Prioritization Setting Considerations

EJ Strategic Planning Retreat

June 3, 2026 | 8:00 am - 3:30 pm | Location TBD

Retreat Goals

- Reflect on progress made since last year's retreat and strategic planning efforts
- Strengthen shared understanding of Council roles, priorities, and leadership approaches
- Discuss community engagement and economic development priorities
- Identify high-level priorities to help guide future departmental work plans and future budget discussions

Agenda Overview

Welcome & Retreat Overview

Review of retreat goals and agenda

Morning Council Session

Council-only discussion focused on:

- Council effectiveness and working agreements
- Community engagement and trust-building
- Economic development and the City's role in shaping future growth and redevelopment

Break

Joint Session with Department Heads

- Team-building and strategic reflection
- Celebration of accomplishments and progress
- Discussion of strategic plan pillars and future opportunities

Lunch

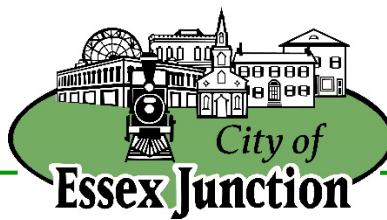
Afternoon Working Session

- Small group discussions on strategic priorities
- Priority-setting and identification of areas of alignment
- Refinement of short- and long-term priorities
- Discussion of next steps and follow-up

Closing Reflection

Priority Setting Considerations For City Of Essex Junction's June 2026 Strategic Planning Retreat

1. This idea clearly supports one of our strategic pillars or priorities.
2. This is something we can realistically move forward in the next 1–2 years, with available or attainable resources.
3. This would have a noticeable, positive impact on the community (by addressing a stated community need, accomplishing a visible improvement or creating opportunities for community engagement in design or implementation).
4. This action is likely to reduce disparities and promote equity and inclusion—especially for residents who have historically been excluded or underserved.
5. We have (or could build) the relationships or partnerships needed to make this successful in our local context.
6. This is something we would be willing to ask the staff and/or the community to invest in (i.e. through staff time, tax dollars, etc.).



MEMORANDUM

To: City Council
From: Joanne Pfaff, Administrative Assistant
Meeting Date: 05/13/2026
Subject: City Council Meeting Schedule

Issue:

The City Council meeting schedule needs to be reviewed for July 2026 through December 2026 to ensure there are no conflicts with vacations, holidays or religious and cultural observances.

Discussion:

City Council meetings are held on the 2nd and 4th Wednesday of every month. Due to scheduled vacations, holidays and religious and cultural observances, sometimes they conflict with these set meeting times. It is essential that we be thoughtful about not scheduling meetings on these dates. Our goal is to be inclusive and support engagement and attendance at our meetings.

In the past, the Council has opted to hold only one meeting in July and/or August due to members' vacation schedules. Although there don't seem to be any clear conflicts this year, the decision on whether to reduce the number of meetings during these months ultimately rests with the Council.

Due to the way the calendar falls in November and December, there are conflicts with meetings occurring on or near a holiday. The dates in conflict are:

- November 11th – Municipal Offices are closed in observance of Veterans Day
- November 25th – The day before Thanksgiving
- December 23rd – Two days before Christmas

Because budgets must now be completed earlier due to the new Town Meeting Day schedule, our all-day Budget Day meeting will also need to take place earlier than its traditional December timeframe. A date still needs to be selected, but that decision does not need to be made at this meeting. The purpose of this discussion is simply to inform the Council of potential scheduling options based on adjustments to the regular meeting calendar.

Potential meeting date adjustments are as follows:

- Move the November 11th meeting to **TUESDAY**, November 10th
- Hold the Budget Day meeting the week of November 16th - exact date to be determined later
- Cancel the November 25th meeting
- Move the December 9th meeting to December 2nd (1st Wednesday)
- Move the December 23rd meeting to December 16th (3rd Wednesday) for now; consider cancelling if it's not needed as we get closer to the date

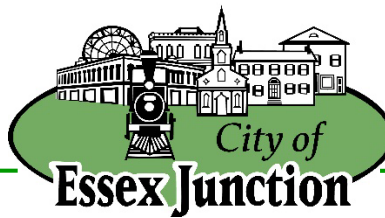
Recommendation:

It is recommended that we move the November 11th meeting to Tuesday, November 10th, cancel the November 25th meeting, and move both the December 9th and December 23rd meeting to December 2nd and December 16th, respectively.

If the Council wishes, they can modify the date and number of meetings to be held in July and August.

Attachments:

None



MEMORANDUM

To: City Council
From: Regina Mahony, City Manager
Meeting Date: May 13, 2026
Subject: City Representation on Regional Boards – Appointments/Reappointments

Issue:
 There are several regional boards the City has representation on; some of which need to be re-appointed.

Discussion:
 The following are the boards we currently have representation on. There are a few where the representative’s term expires at the end of May/June. We need to re-appoint representatives to these boards.

Regional Board/Organization	Current Representative	Alternate Representative	Appointment Term	Next Steps
Chittenden County Communications Union District	Marta Pauer-Tursi	Vacant	2-year term from January to January	No action needed until December 2026
Chittenden County Regional Planning Commission	Scott McCormick - Board Chris Yuen – TAC/PAC Chelsea Mandigo - CWAC	Dan Kerin - Board Michael Giguere – TAC/PAC Vacant - CWAC	Board/TAC/PAC: 2-year term, expires June 2026	Need to re-appoint for PAC
Chittenden Solid Waste District	Mike Sullivan	Amber Thibeault -can’t be council member as mtg on same day	2-year term	Need to re-appoint
Green Mountain Transit	Raj Chawla	Bethany Clark	3-year term	No action needed until June 2027
Town Meeting TV	Amber Thibeault	Marcus Certa	1-year term, expires June 2026	Need to re-appoint
Champlain Water District	Ann Costandi	Regina Mahony	3-year term, expires March 2028	No action needed: Position is elected
Winooski Valley Parks District	George Tyler	N/A	3-year term, expires June 2025	No action needed until June 2028
Tree Farm Management Group	Mark Brislin	Wendee Pringle-Corcoran	3-year term, expires June 2027	No action needed

There are also local committees the City has representation on:

- Tri-Town Committee on Sewage: Chelsea Mandigo, Jess Morris & Regina Mahony
- Capital Program Review Committee: Amber Thibeault & Jess Morris

Cost:

There are no associated costs with this issue.

Recommendation:

- CCRPC (PAC): Appoint Chris Yuen as Representative and Michael Giguere as Alternate to the Planning Advisory Committee for CCRPC
- Chittenden Solid Waste District: Appoint Mike Sullivan as the City representative on the CSWD Board
- Advertise for the Alternate Chittenden Solid Waste District position and interview with other Committee appointments
- Town Meeting TV: Appoint Marcus Certa as Representative and _____ as Alternate; or adjust as the Council would like.
- All other appointments remain as is for now

Recommended Motion:

If the Council is ready and decides to follow the recommended motion:

"I move the Council appoint the following positions:

- CCRPC (PAC): Appoint Chris Yuen as Representative and Michael Giguere as Alternate to the Planning Advisory Committee for CCRPC
- Chittenden Solid Waste District: Appoint Mike Sullivan as the City representative on the CSWD Board
- Town Meeting TV: Appoint _____ as Representative and _____ as Alternate
- All other appointments remain as is for now

Attachments: None

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**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING
DRAFT MINUTES OF MEETING
April 29, 2026**

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

ADMINISTRATION: Regina Mahony, City Manager; Jess Morris, Finance Director; Ashley Snellenberger, Communications & Strategic Initiatives Director; Chris Yuen, Community Development Director.

OTHERS PRESENT: David Achee, Raj Chawla, Bethany Clark, Cora Delucia, Daniel Liguori, Reed Nye, John O'Brien, Resa, Scott.

1. **CALL TO ORDER**

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

2. **AGENDA ADDITIONS/CHANGES**

None.

3. **APPROVE AGENDA**

None needed.

4. **PUBLIC TO BE HEARD**

a. Comments from Public

Resa spoke about high community interest in the community garden program in Essex Junction and asked whether some community garden plots could be subsidized by the 1% social services fund that was approved on the ballot. City Council President Thibeault noted that there are scholarships available through EJRP, and said that these scholarships could potentially be used for community garden plots. Councilor Certa asked about the timing and availability of funding through the social services fund. City Manager Mahony said that funds will be available at the beginning of Fiscal Year 2027 (in July), and added that the social services fund program will begin after that. Cora Delucia spoke about the Park Street project and expressed support for bicycle lanes on Park Street.

5. **PUBLIC HEARING**

a. Large User Water Rate Setting Public Hearing

Finance Director Morris spoke on this agenda item. She noted that the large volume water user rate is designed for large volume water consumption exceeding 2.5 million gallons per day, which currently only applies to GlobalFoundries. She said that a public hearing is required for larger water user rates, and that rates are set by the Council at or after that public hearing. She provided a brief overview of the FY27 City Water Fund Budget, noting a 3.8% increase from FY26, the primary drivers of which are an increase in personnel benefit expenses, an increase in the administrative fees paid from the Water Fund to the General Fund, and a \$50,000 planned increase in planned contributions to the capital reserve. She said that for the larger volume water user rate, there was a decrease between FY26 and FY27 of 7.98%. She said that the rate is calculated as 13% of the City's water operating budget plus a proportionate share of unaccounted water divided by estimated water usage and that there is a reconciliation at the end of the fiscal year, at which time GlobalFoundries either pays more or receives a credit depending on water usage and the amount of unaccounted water. Councilor Haney asked how the 13% threshold of the water operating budget was arrived at, and Director Morris replied that the policy has been at 13% for a number of years. Councilor Certa asked why the large water user rate is decreasing while residential and other rates are increasing, and Director Morris replied that all rates are based on usage. She noted that GlobalFoundries is paying the wholesale rate and state fees directly, and that the City had projected a larger amount in the state fee than the fee ended up being, which is why their rate is decreasing through this reconciliation process. City Manager Mahony noted that the two rates (residential and large water user) are calculated using different methodologies and cannot be compared.

57 City Council President Thibeault closed the public hearing.
58

59 **6. RECOGNITION**

60 a. Resolution of Appreciation for Elaine Haney

61 Councilor Sheldon read a resolution of appreciation for Elaine Haney into the record. Councilor Haney said
62 that it has been an honor to work with her fellow Councilors, Trustees, City staff, and constituents, and she
63 expressed thanks for the recognition.
64

65 b. Resolution of Appreciation for Marcus Certa

66 Councilor Miller read a resolution of appreciation for Marcus Certa into the record. Councilor Certa expressed
67 thanks for the recognition and appreciation.
68

69 **7. BUSINESS ITEMS**

70 a. Discussion and Consideration of FY27 Enterprise Fund, Water, Wastewater, Sanitation, and Stormwater
71 Rates

72 Director Morris spoke on this agenda item. She said that the combined costs of the water, wastewater, and
73 sanitation to a City resident using the average of 120 gallons per day will increase by around 7.5% or
74 approximately \$62 per year. She said that the larger user rate will decrease by approximately 8%, the
75 wastewater treatment wholesale rate will decrease by 0.3%, and the stormwater rate will increase by \$34.59
76 per ERU. She said that the stormwater rate increase is largely due to the addition of the capital reserve
77 contribution for the Stormwater Fund. She said that these rates are based on the budgets that were approved
78 at the end of March.
79

80 **Councilor Miller made a motion, seconded by Councilor Haney, that the City Council approve the**
81 **FY27 utility rates for water, wastewater, sanitation, and stormwater as presented. The motion passed**
82 **4-1 (Councilor Certa dissenting).**
83

84 b. Finance Department Head Brief to Council Including Capital Review Committee Update

85 Director Morris spoke on this agenda item. She summarized highlights from the last year, noting successful
86 audits and monitoring visits from the State of Vermont and continued work around process improvement for
87 grants. She noted that the City hired a new accounts receivable coordinator, who has been providing support
88 for utility billing and is being cross-trained on payroll activities. She spoke about new rules and regulations
89 from the federal government and staff's work to learn about them and understand their impacts. She spoke
90 about successfully having enterprise budget projections ready for review and consideration along with the
91 General Fund budget, which has been a goal for the past several years. She also spoke about how the
92 Vermont Governance Finance Officers Association Board hosted the New England fall conference at Jay
93 Peak last year, which was well-attended and a great networking and learning opportunity. She then spoke
94 about the Capital Committee's activities over the last year, noting that they switched to holding quarterly
95 meetings and that they have worked to re-rank existing projects and obtain new cost estimates for them. She
96 also noted that they ranked a new project this year, which was the Main Street Shared Use Path. She said
97 that these activities were conducted in time to pass recommendations on to staff and the Council for Capital
98 Budget planning processes for FY27. She spoke about activities for the Finance Department for the next
99 year, which include cross-training, policy updates, rolling out the next phase of utilizing the new budgeting
100 software, inventorying the City's fixed assets in preparation for the year-end audit, updating the City's key
101 control document. She then spoke about activities for the Capital Committee for the next year, which include
102 reviewing and adjusting existing projects on the ranked list, discussing sidewalk policy updates and how any
103 sidewalk work interacts with the Local Option Tax (LOT) funds designated for sidewalk improvement.
104

105 Councilor Certa asked for examples of ideas that arose from the conference that Director Morris mentioned,
106 and Director Morris spoke about an interesting presentation on cybersecurity, fraud, and scammers, at which
107 federal and state officials spoke about scamming activities and best practices for municipalities to protect
108 themselves. Councilor Miller asked how the Finance Department handled the changes in federal tax law that
109 excluded certain overtime from being taxable. Director Morris replied that it was somewhat difficult to

110 implement in real-time, but that the department worked to understand legal requirements, best practices from
111 other municipalities across New England, and implement manual workarounds to ensure alignment with
112 requirements. Councilor Shelden asked if the Finance Department is prepared if the City moves its annual
113 election to Town Meeting Day and she reported that the department is definitely prepared for this.
114

115 c. Discussion and Consideration of Rebranding Initiative – City Entry Signs and Rollout Timeline

116 Communications & Strategic Initiatives Director Snellenberger spoke on this item. She said that they include
117 designs for entrance signs and municipal signs as part of the City’s rebranding effort. She noted that the
118 Rebranding Committee is recommending that the City move forward with Concept A, which they felt was the
119 most readable sign, has a prominent display of the logo, and ties into some of the City’s other approved
120 branded items, such as the banner. She noted that this sign would be displayed outside of the City’s municipal
121 offices, Brownell Library, and on any other signs within the City. She reviewed the Concept B, Concept C,
122 Concept D, and Concept E options as well. She also spoke about the organizational panels that would go on
123 the signage, noting that the Rebranding Committee is recommending leaving the panel off of the signage for
124 now. She also spoke briefly about logo design for uniforms, distinguishing between staff uniforms and
125 potential merchandise for the public, and logos for fleet vehicles. She said that the Rebranding Committee
126 has also been reviewing templates and that she has asked department heads to also review the templates.
127 She said that they anticipate having another package to review by May 22, and to roll the revised designs
128 out by June 1.
129

130 Councilor Certa agreed that the organizational panels should not be included in signage and further
131 expressed support for Concept A. Councilor Shelden asked whether the organizations featured on the
132 organizational panels had paid for those panels to be on municipal signage. Councilor Miller pointed out that
133 they could add the organizational panels back into Concept A signage, but that many of the panels are in
134 disrepair and would need to be replaced anyway. Director Snellenberger noted that if they wanted to add the
135 organizational panels back into signage, they would need to re-pole the signage to account for the additional
136 height of the signs. Councilor Miller asked for confirmation that the entry signs were included in the original
137 rebranding budget but the municipal sign is not included in that allocation, and Director Snellenberger
138 confirmed that there is funding available for the entrance signs and the banners, but the municipal signs do
139 not currently have a funding source.
140

141 The following public comments were received:

- 142 • Resa asked if the signs will be high enough off the ground to withstand large storms and weather
143 events. Councilor Miller said that he was estimating height based on renderings and that the signs
144 will likely be higher off the ground than that. Director Snellenberger added that she will work with
145 Public Works and the sign company to determine the best height for the signs.
146

147 **Councilor Certa made a motion, seconded by Councilor Miller, that the City Council approve Option**
148 **A for the City Entrance sign design. The motion passed 5-0.**
149

150 d. Discussion and Consideration of the Railroad and Main Streets Kiosk

151 City Manager Mahony noted that this pertains to a current sign at the intersection of Railroad Street and Main
152 Street that is in disrepair. She said that one side of the sign was paid for through Chittenden County Regional
153 Planning Commission (CCRPC) with federal dollars that require a set period of time that the sign cannot be
154 significantly modified. She said that they can update the sign but they need to retain the concept of this being
155 a wayfinding sign as part of the larger Lake Champlain scenic byway. She said that staff have worked with
156 CCRPC to have the panels redesigned and updated. She said the Council needs to decide what should be
157 done with the top of the sign, given that it currently contains non-functioning clocks. She said one option is
158 to replace the clocks with functioning, low-maintenance clocks, a second option still utilizing the clock concept
159 but with different colors for the lettering, a third option with just the City’s new logo, and a fourth option that
160 removes the clock and logo altogether. She said that they will likely need to use the Economic Development
161 Fund to pay for the costs of whatever option the Council chooses. Councilors Haney and Shelden expressed
162 support for option 3.

163
164 **Councilor Sheldon made a motion, seconded by Councilor Miller, that the City Council authorize the**
165 **use of the Economic Development Fund in an amount not to exceed \$7,000, for the Kiosk**
166 **Replacement Project. The motion passed 5-0.**
167

168 e. Discussion of Traffic Calming Policy and Update

169 Community Development Director Yuen spoke about this agenda item. He began by noting that the City
170 Council adopted an updated Traffic Calming Policy at its December 17, 2025 meeting, and that this policy
171 changes the process through which residents and stakeholders can request roadway modifications to
172 address speed and safety concerns. He said that staff compiled previous speed concerns and complaints
173 that have been received and conducted a desktop analysis to get a preliminary sense of what the priorities
174 look like and how the scoring system is working. He noted that the Traffic Calming Policy also contains
175 thresholds that need to be exceeded in order for further engagement and design work to continue. He pointed
176 out on the map of Essex Junction where the highest priority areas are and noted areas that didn't meet the
177 thresholds. He noted that Park Street has two locations that are the highest priority based on the scoring
178 metrics. He said that this is an informational item for the Council at this juncture, and that staff will conduct
179 public engagements and hold required public meetings for some of the higher-priority locations, and will take
180 next steps within available resources.

181
182 Councilor Certa noted that there are five high priority areas and asked if the City has resources to conduct
183 projects for all five of them now. Director Yuen replied that the policy spells out a process of how to obtain
184 final priority scores, which will further help prioritize among those five areas. He said that public engagement
185 and design considerations are part of this process, which will inform prioritization. Councilor Sheldon asked
186 if parking on the street (and the narrowing that does to the street) is contributing to the ranking of areas on
187 Grove Street as high priority. Director Yuen said he doesn't have specific details to share but noted that there
188 are a number of land use factors that contribute to whether an area hits the threshold.

189
190 The following public comments were received:

- 191 • John O'Brien noted that this is data from three previous years and none of it was recently submitted.
192 He said that in order to move forward, it would be good to solicit more current feedback from the
193 public.

194
195 Councilor Certa asked if any of this preliminary data could be acted on, and Director Yuen replied that he
196 thinks a good next step is to take some of these areas to a public engagement session and solicit feedback.
197 City Manager Mahony noted that staff would reach out to the residents in these areas and invite them to a
198 public meeting, as well as place signage in the greenway noting that there is a meeting scheduled to discuss
199 traffic calming in those areas. Councilor Sheldon observed that most of the complaints in his area of the City
200 are related to high school traffic, and that measurements taken in the summer would be far different than
201 those taken when school is in session. Director Yuen said that future traffic and speed studies would take
202 seasonality into account.

203
204 f. Discussion and Consideration of Park Street Complete Street Improvements – Public Engagement
205 Results, Parking Data, and Alternative Selection

206 Director Yuen spoke about this agenda item. He noted that a significant amount of work has been completed
207 with the design and outreach about Park Street's proposed changes. He noted that Park Street is a critical
208 gap in the bike network on the north-south bicycle route between Tree Farm Soccer Complex, Five Corners,
209 and Taft Corners in Williston. He said that changes to Park Street and this type of project have been called
210 for in the Town/Village Bicycle and Pedestrian Plan of 2014 and the Connect the Junction Transit-Oriented
211 Development Master Plan of 2025. He noted that Park Street currently has significant safety issues, such as
212 wide lanes that encourage speeding, high observed speeds, drivers crossing the centerline to pass bikes,
213 and parked cars impeding driveway sightlines. He provided a review of where on-street parking spaces are
214 currently located on Park Street by zone (Zones A-D). He summarized the reconfiguration alternatives, which
215 include #0 (do nothing and maintain existing conditions), #1 (buffered bike lanes, and #2 (bike lanes with

parking on one side). He said staff believe that Alternatives #1 and #2 would both improve safety, through narrower lanes, dedicated space for each user, managing conflict between moving traffic and parked cars, and improving driveway visibility. He summarized the expected benefits and tradeoffs of each alternative. He noted that Alternative #1 would result in 23 fewer on-street parking spaces than there are now, and Alternative #2 would result in 15 fewer on-street spaces. He said that in terms of cost, the alternatives would involve pavement marking only, with no utility or curb work involved, and would be coordinated with annual restriping for efficiency. He spoke about public engagement, noting that in March and April the City published content on social media and its website, published a press release, conducted mail and in-person outreach to adjacent business and property owners, and conducted a public survey. He provided further detail on the public survey responses. He noted that most respondents drive on Park Street rather than bike or walk, that speed is the top safety concern, followed by close passes between cars and bicycles, that respondents rarely use on-street parking, that removal of on-street parking would have little or no effect on visits (though 20% of respondents said that it would make them less likely to visit that area), and that 46% of respondents expressed a preference for Alternative #1, but that 73% combined chose an alternative that would add bike lanes. He spoke about qualitative survey feedback, particularly noting concerns raised by the community. These include the fact that bike lanes won't get enough use (due to long winters), the design leaving out people who can't bike, concerns that narrowing lanes would make traffic worse, and concerns that removing parking would hurt businesses and customers. He provided a summary of feedback from business owners, noting that they were mailed or hand-delivered information packets and that a number of business owners responded to the survey. He noted that the majority of business owners expressed a preference for Alternative #0 (no change). He provided further detail of parking counts, including sources and timing. He spoke about the most recent study conducted in 2026, which were spread over different times of the day, different days of the week, and covered statistical peak demand times for businesses. He noted that Zone A has the highest utilization (51%) on average, and that utilization drops in zones further to the south. He said that Zone A's utilization at peak demand times is around 60%, Zone B's is between 20% and 33%, and that Zone C and D did not have utilization at peak times. He then noted that the parking study found that the area has ample off-street parking but that parking isn't shared between businesses, that West Street's on-street spaces have higher turnover, that on-street parking utilization is relatively high in Zone A, and that parking at Park Place Tavern and Green Mountain Clippers sometimes exceeds available off-street spaces. He noted that there is ample off-street parking for most times, though acknowledged that on-street parking is a point of individual preference.

Councilor Miller asked about the feasibility of designating parking spaces in Zone A in front of 27 Park Street as limited time parking spaces, given that those spots have low turnover during business hours. Director Yuen said that that would require an ordinance change, and that if there is a strong desire by the Council to do this, it could be noted as a condition of final approval, but that it has not been contemplated in this project to date. Councilor Shelden asked whether the City has the ability to enforce one-hour parking. City Manager Mahony said that this would fall to the police, that it would take a lot of proactive work, and that the City doesn't meter its spaces. Councilor Miller noted that in that area, many of the food service delivery trucks have to park in the street as they are unable to get into parking spaces, and that this is something to consider when thinking about bike lanes. Councilor Certa noted that in terms of accessibility, handicapped parking is located at designated spots at associated retailers, and not located on the street. He asked whether retailers truly see a drop in foot traffic if on-street parking in proximity to them is removed, given that this is a chronic complaint across municipalities when they are considering removing certain parking spaces. Director Yuen said that he does not know whether the impact would be noticeable, and said that adding different transportation modalities also stands to benefit these businesses. Councilor Miller noted that this past winter, many of these parking spaces were covered in snowbanks, and expressed concern about snowbank impacts on a narrower road with a bike lane. Director Yuen said that the roadway still should be wide enough as proposed to handle some form of snow encroachment.

The following public comments were received:

- David Achee of the Bike Walk Advisory Committee expressed support for Alternative #1, saying that it received a significant amount of support at the Committee’s last meeting. He spoke about how dangerous Park Street currently is to bicyclists.
- John O’Brien spoke about the public engagement data that the City collected, much of which was supportive of this project, saying that it will reduce speeds, not increase traffic, and provide a safe corridor to connect to Williston. He expressed support for Alternative #1.
- Raj Chawla expressed support for Alternative #1. He noted general support for Alternatives #1 and #2. He said that proximate business on-street parking on the City’s main thoroughfare is likely going to become less feasible in the future, given the development that the City is likely to see over the next decade.
- David Liguori of the Bike Walk Advisory Committee expressed support for Alternative #1 as the safest option. He noted that having a buffer will signal to drivers to cede that space to cyclists, and noted that a four-foot buffer is the legal passing distance in Vermont that a car should take when passing a cyclist.

Councilor Certa made a motion, seconded by Councilor Sheldon, that the City Council select Alternative #1 for the Park Street Complete Street Improvement Project, and direct staff to proceed with final design and implementation. The motion passed 5-0.

8. **CONSENT ITEMS**

- a. Approve Meeting Minutes – April 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

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

9. **COUNCILOR COMMENTS & CITY MANAGER REPORT:** None.

10. **READING FILE**

- a. Check Warrant #24116 – April 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 – April 13, 2026
- e. Development Review Board Minutes – April 16, 2026
- f. Police Community Advisory Board Minutes – April 21, 2026
- g. Tree Farm Minutes – April 13, 2026

11. **EXECUTIVE SESSION**

- a. None anticipated

12. **ADJOURN**

Councilor Haney made a motion, seconded by Councilor Certa to adjourn the meeting. The motion passed 5-0 at 8:34 P.M.

Respectfully Submitted,
Amy Coonradt

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**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING
DRAFT MINUTES OF MEETING
MAY 6, 2026**

COUNCILORS PRESENT: Amber Thibeault, President; Tim Miller, Vice-President; Bethany Clark, Clerk; Raj Chawla; Brian Shelden

ADMINISTRATION: Regina Mahony, City Manager; JoAnn Nichols, Animal Control Officer; Robert Welch, Police Officer

OTHERS PRESENT: Marcus Certa, Heidi Clark, Kerri McCarthy-Beam, Resa Mehren, Dennis Thibeault, Alison Wermer, Stephen Wille Padnos, NBC5, J

1. **CALL TO ORDER**

In lieu of a chair, Ms. Mahony called the meeting to order at 6:30 PM.

2. **REORGANIZATION**

RAJ CHAWLA made a motion, seconded by TIM MILLER, to nominate AMBER THIBEAULT as President. Motion passed 5-0.

BETHANY CLARK made a motion, seconded by BRIAN SHELDEN, to nominate TIM MILLER as Vice-President. Motion passed 5-0.

TIM MILLER made a motion, seconded by RAJ CHAWLA, to nominate BETHANY CLARK as Clerk. Motion passed 5-0.

3. **AGENDA ADDITIONS/CHANGES**

None.

4. **APPROVE AGENDA**

No changes, thus no approval required.

5. **PUBLIC TO BE HEARD**

None.

6. **PUBLIC HEARING**

a. Potentially Vicious Dog Bite Hearing

Ms. Thibeault read the following complaint into the record:

To the City Council of Essex Junction, a report of a” potentially vicious dog” event.

The encounter occurred at 4:55 PM on Tuesday, April 28, 2026 at Summit Street School playground. The victim of the attack was [redacted], age 5 years old, of [redacted] Essex Junction, VT, 05452.

I am [redacted] grandmother, [redacted] was leaving the playground on the sidewalk leading to the School Street parking lot. I was leaving the playground via the sidewalk leading to the Holy Family parking lot.

I saw a woman with two dogs enter the playground from the School Street parking lot. One dog was a black lab, about 60# and the other a white and tan pit-bull mix, about 80#. The woman either dropped the leashes or the dogs pulled free. When they saw [redacted] they rushed at him, the pit-bull mix jumped on him and knocked him to the ground. [redacted] weighs about 40#. He screamed in fright.

The woman began shouting at the dogs to come back, which they did not do. She had to run to them before she could grab the leashes and get them away from [redacted].

I started shouting and running across the playground telling her dogs are not allowed in the school yard and to leave. That they had knocked down my grandson. I repeatedly told her to leave.

By the time she had loaded the dogs back to her car my grandson had left the area via the School Street parking lot. He later said he was not injured.

I have a photo of the woman and her license plate. We did not exchange any personal information.

I refer you to ordinance 503:F, 507 and 510. I think all are relevant here.

Sincerely,
Alison Wermer
[redacted]
Essex Junction, VT 05452

Ms. Thibeault swore in all those present who would be providing testimony. She requested conflicts of interest or ex-parte communications, of which there were none. Ms. Wermer, complainant, read a series of ordinances which she believes the dogs in question were in violation of. She requested an apology from the dog owner for knocking down and scaring her grandson, and for swearing at her in front of her grandson. She said there is a dog park on West Street and that the dog owner made an illegal left hand leaving the Summit Street parking lot. Answering a question from Ms. Mahony, Ms. Wermer said she was unsure if the dog handler ever her dogs had leashed during the encounter.

Ms. Thibeault swore in Ms. McCarthy-Beam, owner of the dogs involved with the incident. She said her dog barked at the child but did not touch him. She claims he fell on his own. She frequently brings her dogs to Summit Street School playground and allows them to run off-leash. She said she is not aware that this is not allowed. The dogs are not registered. She has proof of their rabies vaccinations. Ms. McCarthy-Beam claims that Ms. Wermer was too far away to see the situation accurately.

Officer Welch discussed an incident which occurred on School Street in Essex Junction. Ms. McCarthy-Beam's dogs were dragging leashes, unaccompanied by a handler at visible distance, and the Labrador attacked a leashed Husky. The mixed-breed dog circled the dog and its owner. He recently received additional communication identifying Ms. McCarthy-Beam as the owner of the dogs involved. No citations were issued, as he did not have a method of identifying the owner of the dogs until recently. No definite injuries to the Husky were reported, however there were suspected injuries. Ms. Nichols, Animal Control Officer, said she has had minimal interactions regarding these dogs.

As Ms. McCarthy-Beam was not present earlier in the meeting, Ms. Wermer re-read her statement citing several ordinances and dog licensing requirements that she believes were violated in this incident. In response,

98 Ms. McCarthy-Beam asked why Ms. Wermer’s grandson was walking by himself in the playground. Mr.
99 Miller said there are no ordinances prohibiting such.

100
101 **RAJ CHAWLA made a motion, seconded by TIM MILLER, to close the proceedings, evidence and**
102 **enter into Deliberative Session. Motion passed 5-0.**

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104 A written decision will be issued following Deliberative Session.

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106 7. **BUSINESS ITEMS**

107 None.

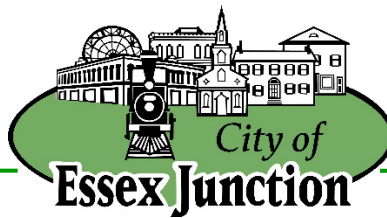
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109 8. **DELIBRATIVE SESSION**

110 **TIM MILLER made a motion, seconded by BETHANY CLARK to exit Deliberative Session. Motion**
111 **passed 5-0 at 7:25 PM.**

112
113 9. **ADJOURN**

114 **RAJ CHAWLA made a motion, seconded by TIM MILLER, to adjourn. Motion passed 5-0 at 7:25**
115 **PM.**

116
117 Respectfully Submitted,
118 Darby Mayville
119



MEMORANDUM

To: City Council

From: Michael Giguere, City Planner

Meeting Date: May 13th, 2026

Subject: Proposed Amendments to the Bike Walk Advisory Committee Policy

Issue: To update the Bike/Walk Advisory Committee's (BWAC) adopted policy.

Discussion:

Staff have prepared recommended changes to the adopted Trustees' Policy Regarding Bike/Walk Advisory Committee. As of July 2024, six (6) members participate in this committee. Staff recommend changing the total number of member seats to seven (7) due to increased resident interest in participating in the committee, to avoid an even number of committee members in case of a tied vote, and because this increase would not change the quorum requirement of four (4) members.

Additionally, all references to "Village" and "Trustees" have been replaced with "City" and "City Council" respectively.

Cost:

BWAC members are eligible to receive a \$50 stipend per meeting. While this additional committee member's stipend is not currently accounted for in the Community Development Department's budget, this can likely be accommodated if needed.

Recommendation:

Staff recommends the City Council approve the amended policy as presented.

Recommended Motion:

I move that the City Council approve the amended policy regarding Bike/Walk Advisory Committee as presented.

Attachments:

Trustees' Policy Regarding Bike/Walk Advisory Committee with proposed edits

**CITY OF ESSEX JUNCTION
CITY COUNCIL POLICY REGARDING
BIKE/WALK ADVISORY COMMITTEE**

1. Purpose:

Advance Essex Junction as a friendly neighborhood community where bicycling and walking are encouraged, and where sidewalks, bike paths, multi-use paths, and other facilities are provided and maintained in order to enhance the year-round safety, accessibility, convenience, enjoyment, and health of all citizens.

2. Membership and Meetings:

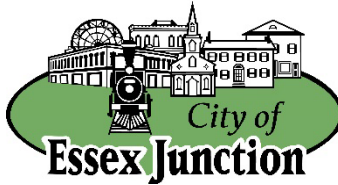
The Bike/Walk Advisory Committee shall consist of seven members appointed by the City Council for overlapping terms of three years. Member terms will be for three (3) years once confirmed by a majority of the City Council, there shall be no term limits. Committee's first appointees will be appointed staggered terms: three (3) members for three (3) years; three (3) members for two (2) years; and two (2) members for one (1) year. The first meeting shall be the organizational meeting for the election of officers; namely, the Chair and Vice-Chair. Vermont's Open Meeting law will govern the meetings, including notice of meetings, quorum, minutes and related requirements. Meetings shall be held at the call of the chairperson. The Committee shall be staffed by a member of the Planning Department, Planning Commission, or other department as determined by the City Manager or his/her designee. The group will meet regularly, at a date and time to be decided by the committee.

3. Responsibilities:

- Assist City staff in the creation of a Bike/Walk Plan;
- Provide information and assistance to the BOT and Planning Commission regarding non-motorized travel issues, and support the BOT and Planning Commission in the review of proposed developments by recommending necessary improvements for walking and biking. One member shall be appointed to attend all meetings of BOT and Planning Commission that involve bike and pedestrian issues;
- Monitor City activities with regard to transportation and other public improvements and make recommendations to City officials which will accommodate non-motorized users to the maximum extent possible;
- Gather information on non-motorized activity within the City, including safety and maintenance needs;
- Ensure that City bike and pedestrian planning is coordinated with adjacent communities and fits into the overall regional non-motorized travel plan;
- Serve as community advocates for increasing the level of non-motorized travel within the City and for promoting bicycle and pedestrian safety;
- Advances the action items identified through the work of the 2011/2012 Vermont Department of Health Building Healthy Communities Grant;
- Increase public awareness and engagement of bike/walk issues through community events and participation.
- Advocate funding be provided for non-motorized improvements from local and non-local sources;
- Ensure that City policies, practices and programs adequately address the needs of all non-motorized travelers.

4. Outcome:

The continued facilitation of non-motorized travel within the City by advocating the proper planning, implementation and maintenance of non-motorized improvements.



Memo

To: Essex Junction City Council
From: Ashley Snellenberger, Communications & Strategic Initiatives Director
Meeting Date: May 13, 2026
Agenda Item: City Council Annual Designation for Meetings and Public Notices

Issue: The City Council is required to annually designate the time and place for regular meetings, the locations for posting public notices or warnings, and a newspaper of general circulation for publishing such notices or warnings.

Discussion: The Council has made the following designations:

Per Section 2.07 of the City Charter: “As soon as possible after the election of the President and Vice President, the Council shall fix the time and place of its regular meetings, and such meetings shall be held at least once a month.”

- **Regular meetings are held on the second and fourth Wednesdays of each month at 6:30 p.m. in the Lincoln Hall conference room, unless otherwise designated.**

In accordance with 1 V.S.A. § 312, municipal public bodies must post notices of special meetings in or near the municipal clerk’s office, as well as in at least two other designated public locations within the municipality or a neighboring municipality.

- **The designated public posting locations are: Brownell Library at 6 Lincoln Street and Essex Junction Recreation and Parks Department at 75 Maple Street.**

According to Vermont statutes (1 V.S.A. § 174), official notices and public warnings must be published in a newspaper of general circulation, typically where the subject matter is located or as designated annually by the municipality’s legislative body.

- **SevenDays is the designated newspaper for publishing notices or warnings. If publication in a daily newspaper is required due to timing, the Burlington Free Press will be used instead.**

Cost: None

Recommendation: Maintain the current designations without change.

Recommended Motion:

“I move that the City Council fix the time and place of it’s meetings, designate public posting locations and designate the newspaper of general circulation as identified in this memo.”

Attachments: None

MEMORANDUM

To: The Essex Junction City Council

From: Essex Junction Recreation and Parks

Meeting Date: 05/13/2026

Subject: SLAM T1D EJRP Licensed Childcare Funding Request

Issue: There are currently three children enrolled in our Rec Kids licensed childcare programs with Type 1 diabetes, a chronic autoimmune condition requiring constant daily medical management. Managing this condition during childcare hours requires frequent blood glucose monitoring, insulin administration, carbohydrate counting, and close observation for symptoms of high or low blood sugar. While current leadership staff are trained and committed to supporting these children, providing continuous medical supervision significantly reduces their ability to perform other program responsibilities and support the broader group of children. Funding is requested to hire a dedicated support person to assist with daily diabetes care so that these children can participate safely and fully in all EJRP Licensed Childcare Programming.

Discussion: SLAMT1D, Inc. is a nonprofit organization supporting children, families and adults living with T1D (Type 1 diabetes). SLAMT1D's Mission: "Until there's a cure for type 1 diabetes (T1D), our mission is to empower people of all ages affected by this disease to live life in full. We strive to broaden awareness, educate others, advocate for people with T1D, and support T1Ders and their families through numerous programs including grants, camperships, scholarships, NIL support, and more."

Type 1 diabetes requires intensive, ongoing care throughout the day. Without consistent monitoring and timely intervention, children with Type 1 diabetes face risks including hypoglycemia, hyperglycemia, hospitalization, and long-term health complications. Our EJRP leadership staff are capable and trained, and this responsibility diverts attention from broader program needs and limits their capacity to support other students and staff.

Families of children with Type 1 diabetes also require consistent communication throughout the day to help make medical decisions related to insulin dosing, food intake, and blood glucose fluctuations.

Hiring a support person experienced with type 1 diabetes management would allow these children to safely participate in all aspects of childcare throughout their K-5 experience at EJRP afterschool and vacation camp programs. It would also help build staff confidence through collaboration and shared learning.

Providing this support aligns with the program's commitment to safety, inclusion, and equitable access to childcare for all children. We have received extremely positive feedback from students and families who have received such support, one family specifically highlighting how the T1D Buddy provided not only supervision and communication but also served as a role model and meaningful connection for their child and family.

Cost: This is an estimated maximum cost of the T1D support buddy through the end of the 2025/2026 school year. This organization will reimburse us based on our spending. Salary for Support Person: \$18/hr.

- Afterschool hours: 132 School Days (2 hours per day)- 264 hours
- Vacation Camp Hours: 22 Vacation Camp Days (5 hours per day)- 110 Hours
- Payment for T1D Buddy: \$6,732 (264 + 110 = 374 total hours, 374 * 18 = 6,732)
- Payroll and Tax Expenses: 264+111=374 total hours, 374*18*7.98%=\$7,269.21

Total Request: \$7,269.21

Recommendation: It is recommended that the City Council accept this funding from SLAMT1D, Inc. This support will allow Essex Junction Recreation and Parks to provide safe, inclusive, and equitable childcare programming for children with Type 1 diabetes while maintaining appropriate staffing levels to serve all participants. The funding fully offsets the cost of a dedicated support position, ensuring there is no additional financial impact to the City while significantly enhancing participant safety, staff capacity, and overall program quality.

Recommended Motion: Move that the City Council accept funding from SLAMT1D, Inc. in an amount not to exceed \$7,269.21 to support the hiring of a dedicated Type 1 Diabetes (T1D) support staff member for Essex Junction Recreation and Parks' licensed childcare programs for the 2025–2026 school year, and authorize the City Manager to execute any necessary agreements related to this funding.

Attachments:

MEMORANDUM

To: City Council
Cc: Regina Mahony, Manager
From: Ron Hoague, Chief of Police
Re: Consider Adoption of Local Emergency Management Plan
Date: May 7, 2026

Issue

The Issue is whether the Council will authorize the Council President to sign the Local Emergency Management Plan Municipal Adoption Form.

Discussion

Each year the Council is asked to approve the Local Emergency Management Plan. The plan is included in the Council's confidential portion of the packet.

The agenda has the Local Emergency Management Plan as a consent item. If the Council wishes to discuss the Local Emergency Management Plan, staff recommends that the Council move the item to business and consider holding the discussion in executive session. Security or emergency response measures, the disclosure of which could jeopardize public safety, can be a protected discussion.

If any of the Council members wish to move this item off the consent agenda, staff asks that you notify us prior to the meeting so that the Chief of Police has enough prior notice to attend the meeting.

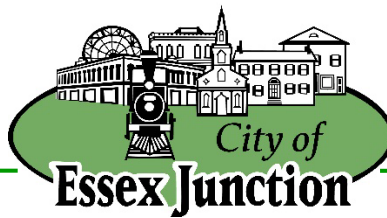
Cost

n/a

Recommendation

Staff recommends that the Council authorize the Council President to sign the Local Emergency Management Plan Municipal Adoption Form.

If the Council wishes to discuss the Local Emergency Management Plan in executive session, staff recommends the following motion: "I move that the Council enter into executive session to discuss security or emergency response measures, the disclosure of which could jeopardize public safety, pursuant to 1 V.S.A. §313(a)(1)(A) and 1 V.S.A. §313 (a)(10), to include the City Manager and Chief of Police."



MEMORANDUM

To: City Manager & City Council

From: Mark Brislin, Director – Essex Junction Recreation & Parks

Meeting Date: May 13, 2026

Subject: Memorial Day Parade – Main Street Closure Extension Request

Issue

Request to extend the temporary closure of Main Street between Five Corners and Railroad Avenue on Memorial Day Parade day to support parade operations, public safety, and related community activities.

Discussion

The Essex Police Department has been working closely with Essex Junction Recreation & Parks and the Memorial Day Parade Committee regarding modifications to this year's Memorial Day Parade route. Police have recommended shortening the parade route and having the parade conclude near the Champlain Valley Exposition entrance by the VFW, rather than at the Fairgrounds' main entrance.

This proposed route adjustment is intended to improve overall public safety and operational efficiency. The revised route is anticipated to reduce required police staffing by approximately five officers while also improving safety operations and maintaining better access for nearby businesses and traffic movement along portions of the parade route.

As part of this transition, Essex Junction Recreation & Parks and the Parade Committee are also looking to enhance the overall community atmosphere surrounding the event by encouraging increased activity and gathering in the Five Corners area. To support this effort, approximately seven food trucks/vendors would be located along Main Street between Five Corners and Railroad Avenue during the parade, similar to the setup utilized during the "Meet Me on Main" events. Per Chapter 2, Section 204 of the City of Essex Junction Municipal Code, "On the streets closed by the Village Trustees, the Essex Business and Professional Association (EBPA) may approve street vendors during the Memorial Day Parade." Due to a lack of existence of the EBPA, the Parade Committee's authorization will satisfy as vendor/food truck approval.

The parade route is expected to reopen to traffic at approximately 11:00 AM, with the exception of the Main Street section between Five Corners and Railroad Avenue, which would remain temporarily closed until 2:00 PM to support vendor operations and pedestrian activity. Emergency vehicle access would remain available throughout the event.

Public Works and the Essex Police Department are aware of and supportive of the proposed closure extension. Barricades and traffic control measures will already be in place for parade operations, resulting in minimal additional operational impacts.

While there may be some temporary impacts to traffic flow and business access, similar street closures during the "Meet Me on Main" events have resulted in minimal issues and have helped create a positive community atmosphere in the downtown area.

This modified route and extended closure are intended to serve as a pilot approach for this year's parade to evaluate overall operations, safety, traffic flow, and community engagement.

Recommendation

Recommend adding Main Street to the prior road closure approval (approved by the Council on March 25, 2026) and extending the temporary closure of Main Street between Five Corners and Railroad Avenue from 8:00 AM to 2:00 PM on Saturday, May 23, 2026, in support of Memorial Day Parade operations and related community activities.

Recommended Motion

Move to approve the temporary closure of Main Street between Five Corners and Railroad Avenue from 8:00 AM to 2:00 PM on Saturday, May 23, 2026, in support of Memorial Day Parade operations and related community activities.

Attachment

Road Closure Approval from March 25, 2026

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

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

CONDITIONS:

1. Provide a detailed site plan and/or aerial view of the street(s) to be closed or obstructed. This must include provisions for emergency access. Return the site plan with your completed application sixty (60) days in advance of the event to the City Office, Attention Managers Office, 2 Lincoln Street, Essex Junction, VT 05452, or email admin@essexjunction.org. It requires final approval from the City Council per The City of Essex Junction Municipal Code, Chapter 2, Section 208. The City Council meets on the 2nd and 4th Wednesday of every month, so please plan accordingly.
2. Work with the Essex Junction Public Works Department (802-878-6942 or 802-878-6944 x1600) to obtain road signs to warn drivers of road closing. The applicant will be responsible for picking up the signs from the Public Works garage, erecting the signs, and returning them to the Public Works garage in a timely manner.
3. Maintain a twelve (12) foot clear road in the center of the street in case of emergency.
4. Remove any obstructions immediately if emergency vehicles need to use the street.

Street(s) section to be closed: Lincoln St (St Jamesto 5 corners) = Pearl Street (5 Corners to CVE Entrance)

Purpose: Essex Memorial Day Parade

Date: Saturday, May 23, 2026

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

Mark Brislin

EJRP

Name of Organizer (please print)

Organization/Event Name

Email: mbrislin@ejrp.org

Cell # (required on site): 802-999-4081

75 Maple Street

Address



8/18/26

Applicant Signature

Date



FOR COMPLETION BY STAFF

Date Application Received: 3/19/2026

Public Works Date approved 03/19/26

Approved by: *Rick Jones*
Rick Jones (Mar 19, 2026 08:24:15 EDT)

Comment: _____

Police Dept. Date approved 03/19/26

Approved by: *Ron Hoagaa*

Comment: _____

Fire Dept. Date approved 03/19/26

Approved by: *Chris Gaboriault*
Chris Gaboriault (Mar 19, 2026 08:44:03 EDT)

Comment: _____

Date Approved by the City Council: 3/25/2026





***Enter the fairgrounds from Pearl Street, at Gate B, across from Dunkin and where the large electronic sign is. Note: this is also where the parade ends.**

***The "Parking for parade participants" is where people walking in the parade should park and/or vehicles not traveling in the parade should be left. Then walk to the Pre-Parade Staging Area.**

***The "Pre-Parade Staging Area" is where participants will line up in their division.**

City of Essex Junction, VT
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1. Provide a detailed site plan and/or aerial view of the street(s) to be closed or obstructed. This must include provisions for emergency access. Return the site plan with your completed application sixty (60) days in advance of the event to the City Office, Attention Managers Office, 2 Lincoln Street, Essex Junction, VT 05452, or email admin@essexjunction.org. It requires final approval from the City Council per The City of Essex Junction Municipal Code, Chapter 2, Section 208. The City Council meets on the 2nd and 4th Wednesday of every month, so please plan accordingly.
2. Work with the Essex Junction Public Works Department (802-878-6942 or 802-878-6944 x1600) to obtain road signs to warn drivers of road closing. The applicant will be responsible for picking up the signs from the Public Works garage, erecting the signs, and returning them to the Public Works garage in a timely manner.
3. Maintain a twelve (12) foot clear road in the center of the street in case of emergency.
4. Remove any obstructions immediately if emergency vehicles need to use the street.

Street(s) section to be closed: 14 Upland Rd to Upland/Dewey Intersection

Purpose: Block Party

Date: August 21, 2026 Hours: 2 pm to 10 pm
(including set up and tear down)

Bruce Foley
Name of Organizer (please print) Organization/Event Name

Email: nurse.duke@gmail.com Cell # (required on site): (503) 473 6575

6 Upland Rd Essex Junction VT 05452
Address

Bruce Foley
Applicant Signature Date 5/4/2026



RECEIVED

MAY 04 2026 FOR COMPLETION BY STAFF

Date Application Received: City of Essex Junction

Public Works Date approved 05/07/26

Approved by: Rick Jones
Rick Jones (May 7, 2026 07:47:42 EDT)

Comment: _____

Police Dept. Date approved 05/06/26

Approved by: Ron Hoague

Comment: _____

Fire Dept. Date approved 05/07/26

Approved by: Chris Gaboriault
Chris Gaboriault (May 7, 2026 09:48:42 EDT)

Comment: _____

Date Approved by the City Council: _____



Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
80132	04/13/26	Stipend BWAC April 2026	041326Achee	210-5-16-10-190.000 Board member Payments	50.00	58412	04/30/26
05290	04/16/26	ADVANCE AUTO PARTS 9820	AGC 4-7.5A GLASSASST 455261066705	210-5-25-10-610.000 General Supplies	3.70	58413	04/30/26
05290	04/16/26	ADVANCE AUTO PARTS 9820	DIESEL EXHAUST FLUID 552610646873	210-5-40-12-626.000 Gasoline	19.28	58413	04/30/26
28555	01/27/26	ALLEGIANCE TRUCKS	Shop Supplies R122006175:A	210-5-25-10-430.000 R&M Vehicles & Equipment	153.90	58414	04/30/26
28555	03/25/26	ALLEGIANCE TRUCKS	Replace Kussamal Charger R122006301:0	210-5-25-10-430.000 R&M Vehicles & Equipment	1594.35	58414	04/30/26
80184	04/18/26	AMAZON BUSINESS SERVICES	BL APRogs-Craft APR26 11YM346FM63D	210-5-35-10-840.201 Adult Programs	27.99	58415	04/30/26
80184	04/25/26	AMAZON BUSINESS SERVICES	BL JFndnSup APR26 17GTR7NTNJML	210-5-90-00-991.000 Library Donation Expense	15.47	58415	04/30/26
80184	04/14/26	AMAZON BUSINESS SERVICES	BL Supplies APR26 1CLFLWLQCXNR	210-5-35-10-610.000 General Supplies	254.82	58415	04/30/26
80184	04/20/26	AMAZON BUSINESS SERVICES	BL Supplies APR26 1DD9G7FP9TP4	210-5-35-10-610.000 General Supplies	96.70	58415	04/30/26
80184	04/25/26	AMAZON BUSINESS SERVICES	BL JFndn APR26 1HFMQ9Q4T1TW	210-5-90-00-991.000 Library Donation Expense	14.98	58415	04/30/26
80184	04/19/26	AMAZON BUSINESS SERVICES	BL JFnd:Acts-Crfts APR26 1VXDP1XM1PFV	210-5-90-00-991.000 Library Donation Expense	423.12	58415	04/30/26
04310	04/09/26	APALACHEE MARINE	Type1 Road Salt 84281	210-5-40-12-600.000 Salt, Sand and Gravel	32220.45	58416	04/30/26
25055	04/28/26	AQUARIUS LANDSCAPE SPRINK	2 Lincoln Sprinklers Spr 5581620	210-5-41-20-431.000 R&M Buildings & Grounds	166.00	58417	04/30/26
25055	04/28/26	AQUARIUS LANDSCAPE SPRINK	Veterans Memorial Park Sp 5581621	210-5-30-12-330.000 Professional Services	110.00	58417	04/30/26
25055	04/28/26	AQUARIUS LANDSCAPE SPRINK	2 Lincoln Sprinklers 5581622	210-5-41-20-431.000 R&M Buildings & Grounds	67.55	58417	04/30/26
27975	04/17/26	ASSOCIATION FOR RURAL & S	BL ARSL Dues JUN26 79190	210-5-35-10-500.000 Training, Conf, Dues	75.00	58418	04/30/26
80025	04/28/26	BANACH JOHN R LIFE ESTATE	1042011000 Tax Ref 2025 011000 REF	210-2-00-00-200.002 Overpayments Payable	3068.21	58419	04/30/26
80025	04/28/26	BERRY EAMONN	1028151000 Tax Ref 2025 151000 REF	210-2-00-00-200.002 Overpayments Payable	3386.48	58421	04/30/26
80025	04/28/26	BOUFFARD MARC	1043001001 Tax Ref 2025 001001 REF	210-2-00-00-200.002 Overpayments Payable	353.00	58422	04/30/26
02235	03/27/26	BOUND TREE MEDICAL LLC	EMS Supplies 86150261	210-5-25-10-613.000 Program Supplies	254.19	58423	04/30/26
16030	05/28/25	BROWN ELECTRIC	Conduit repair Firebird C 40575	210-5-40-12-610.200 Streetlight Supplies	930.01	58425	04/30/26
30360	05/01/26	BURLINGTON TELECOM	Phone Service April 2026 43985050126	210-5-41-20-530.000 Communications	356.74	58426	04/30/26
30360	05/01/26	BURLINGTON TELECOM	Phone Service April 2026 43985050126	210-5-41-22-530.000 Communications	52.24	58426	04/30/26
30360	05/01/26	BURLINGTON TELECOM	Phone Service April 2026 43985050126	210-5-41-26-530.000 Communications	279.72	58426	04/30/26
30360	05/01/26	BURLINGTON TELECOM	Phone Service April 2026 43985050126	210-5-30-13-530.000 Communications	26.12	58426	04/30/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
30360	05/01/26	BURLINGTON TELECOM Phone Service April 2026 43985050126	210-5-41-23-530.000 Communications	193.36	58426	04/30/26
30360	05/01/26	BURLINGTON TELECOM Phone Service April 2026 43985050126	210-5-40-12-530.000 Communications	160.24	58426	04/30/26
30360	05/01/26	BURLINGTON TELECOM BL Phone-Internet APR26 BT 052026	210-5-41-21-530.000 Communications	342.08	58426	04/30/26
26395	02/28/26	CCRPC Pearl St Ped Crossing Fe 2025 893	210-5-16-10-899.000 Matching Grant Funds	1401.90	58429	04/30/26
26395	03/31/26	CCRPC Comp Plan Updates March 2 2025-913	210-5-16-10-899.000 Matching Grant Funds	2009.87	58429	04/30/26
26395	03/31/26	CCRPC Comp Plan Updates March 2 2025-913	210-5-16-10-895.000 State and Other Grant Exp	6029.61	58429	04/30/26
26395	03/31/26	CCRPC Equity Advisor March 2025-917	210-5-10-10-330.000 Professional Services	360.93	58429	04/30/26
V0461	04/27/26	CENTRAL BEVERAGE BL NewsPapers MAR26 165	210-5-35-10-640.201 Adult Collection	462.25	58430	04/30/26
21120	03/14/26	CHAMPLAIN MEDICAL URGENT FireFighter Physical 00078881-00	210-5-25-10-330.000 Professional Services	716.00	58431	04/30/26
21120	04/01/26	CHAMPLAIN MEDICAL URGENT FireFighter Physical 00079157-00	210-5-25-10-330.000 Professional Services	678.00	58431	04/30/26
21120	04/15/26	CHAMPLAIN MEDICAL URGENT FireFighter Physical 00079305-00	210-5-25-10-330.000 Professional Services	358.00	58431	04/30/26
21210	04/16/26	CINTAS LOC # 68M 71 M 3x10 black mat 4266167576	210-5-40-12-610.000 General Supplies	26.30	58432	04/30/26
21210	04/23/26	CINTAS LOC # 68M 71 M 3X10 BLACK MAT 4266918396	210-5-40-12-610.000 General Supplies	26.30	58432	04/30/26
80025	04/28/26	CLEARY PATRICK 1041108000 Tax Ref 2025 108000 REF	210-2-00-00-200.002 Overpayments Payable	152.09	58433	04/30/26
30100	04/16/26	COBRAHELP Cobra Admin April 2026 364323	210-5-10-10-330.000 Professional Services	45.05	58434	04/30/26
04940	04/19/26	COMCAST 2 Lincoln Backup Internet 01363430426	210-5-41-20-530.000 Communications	164.89	58435	04/30/26
04940	04/03/26	COMCAST Cable TV 020772204152	210-5-41-22-530.000 Communications	25.66	58436	04/30/26
17025	04/20/26	COONRADT AMY Record Sec CC 4/15/26 0242	210-5-11-10-330.000 Professtional Services	123.60	58438	04/30/26
80025	04/28/26	DIDIO GIUSEPPE 1030062000 Tax Ref 2025 062000 REF	210-2-00-00-200.002 Overpayments Payable	3881.85	58440	04/30/26
25715	04/16/26	DONALD L. HAMLIN CONSULT Meadow Terr Road Extensio 24825 041626	210-1-00-00-130.002 Exchange - Billable	4364.03	58441	04/30/26
25715	04/16/26	DONALD L. HAMLIN CONSULT CVE 3-Acre Stormwater Mar 25830 041026	210-1-00-00-130.002 Exchange - Billable	555.00	58441	04/30/26
25715	04/16/26	DONALD L. HAMLIN CONSULT 60 Old Colchester Sketch 26801 041626	210-1-00-00-130.002 Exchange - Billable	555.00	58441	04/30/26
25715	04/16/26	DONALD L. HAMLIN CONSULT Subdivision Meadow Terr M 26802 041626	210-1-00-00-130.002 Exchange - Billable	185.00	58441	04/30/26
25715	04/16/26	DONALD L. HAMLIN CONSULT 12 Williams Street 26804 041626	210-5-40-12-330.000 Professional Services	92.50	58441	04/30/26
25715	04/16/26	DONALD L. HAMLIN CONSULT Global Foundries WW Bldg 26806 041626	210-1-00-00-130.002 Exchange - Billable	370.00	58441	04/30/26

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
25715	04/16/26	DONALD L. HAMLIN CONSULT	2026 Paving Projects	210-5-40-12-451.000	8538.50	58441	04/30/26
			26808 041626	Summer Construction Servi			
25715	04/16/26	DONALD L. HAMLIN CONSULT	Town Road/Bridge Standard	210-5-40-12-330.000	416.25	58441	04/30/26
			26810 041626	Professional Services			
25715	04/16/26	DONALD L. HAMLIN CONSULT	Misc. Projects	210-5-40-12-330.000	1433.75	58441	04/30/26
			26816041626	Professional Services			
25715	04/16/26	DONALD L. HAMLIN CONSULT	Comm Dev Misc invoice Mar	210-5-16-10-330.000	1168.75	58441	04/30/26
			26826 041626	Professional Services			
80226	04/21/26	DOW, JESSICA	Stipend BLT April 2026	210-5-35-10-190.000	50.00	58443	04/30/26
			042126Dow	Board Member Payments			
V0777	04/15/26	ESSEX REPORTER	Website Ad 4/2026	210-5-10-10-540.000	145.00	58446	04/30/26
			444659	Advertising			
V08218	09/03/25	FAIRBANKS MUSEUM	BL AdultProgs MAY26	210-5-35-10-840.201	220.80	58449	04/30/26
			061914	Adult Programs			
V08218	04/22/26	FAIRBANKS MUSEUM	BL MusmPass JUN26-MAY27	210-1-00-00-120.000	150.00	58450	04/30/26
			FAIRBANKS 0A	Prepaid Expenses			
29280	04/20/26	FIRST NATIONAL BANK OMAH	Service Period: 03/18/26-	210-5-40-12-610.000	227.99	58451	04/30/26
			0481042026	General Supplies			
80021	04/02/26	FIRST NATIONAL BANK OF OM	HR professional membershi	210-5-10-10-500.000	299.00	58452	04/30/26
			000310189	Training, Conf, Dues			
80021	03/23/26	FIRST NATIONAL BANK OF OM	APA AICP Membership CYue	210-5-16-10-500.000	634.00	58452	04/30/26
			0020751	Training, Conf, Dues			
80021	03/26/26	FIRST NATIONAL BANK OF OM	AI Image Tool GYuen	210-5-16-10-610.000	20.00	58452	04/30/26
			03262026D	General Supplies			
80021	03/27/26	FIRST NATIONAL BANK OF OM	IRS Efile 1095C	210-5-13-10-330.000	163.02	58452	04/30/26
			032726D	Professional Services			
80021	04/06/26	FIRST NATIONAL BANK OF OM	Priority postage 22 So Su	210-5-16-10-560.000	11.95	58452	04/30/26
			04062026D	Postage			
80021	04/01/26	FIRST NATIONAL BANK OF OM	10 April GOCO Bill	210-5-10-10-505.000	745.78	58452	04/30/26
			161871	Tech. Subs, Licenses			
80021	03/20/26	FIRST NATIONAL BANK OF OM	Subscription	210-5-10-10-505.000	32.09	58452	04/30/26
			20260320	Tech. Subs, Licenses			
80021	03/18/26	FIRST NATIONAL BANK OF OM	Cutting StationDoor Prop	210-5-25-10-750.000	395.00	58452	04/30/26
			240	Machinery & Equipment			
80021	04/02/26	FIRST NATIONAL BANK OF OM	Admin time tracking Mar 2	210-5-13-10-505.000	176.00	58452	04/30/26
			472822	Tech. Subs, Licenses			
80021	04/10/26	FIRST NATIONAL BANK OF OM	Brownell time tracking Ma	210-5-13-10-505.000	228.00	58452	04/30/26
			473218	Tech. Subs, Licenses			
80021	03/19/26	FIRST NATIONAL BANK OF OM	2 Lincoln Supplies	210-5-10-10-610.000	16.98	58452	04/30/26
			8365059	General Supplies			
80021	03/20/26	FIRST NATIONAL BANK OF OM	2 Lincoln Cleaning suppli	210-5-41-20-610.000	88.79	58452	04/30/26
			8929801	General Supplies			
80021	03/24/26	FIRST NATIONAL BANK OF OM	PW Streets Supplies	210-5-40-12-610.000	48.88	58452	04/30/26
			9703410	General Supplies			
80021	03/19/26	FIRST NATIONAL BANK OF OM	Legal Posters	210-5-10-10-330.000	276.15	58452	04/30/26
			CS2990464	Professional Services			
244635	04/14/26	FIRST NATIONAL BANK OMAHA	Managers Lunch April 2026	210-5-10-10-500.000	20.92	58454	04/30/26
			041426	Training, Conf, Dues			
244635	03/18/26	FIRST NATIONAL BANK OMAHA	PW Tour Balloons	210-5-10-10-850.000	8.03	58454	04/30/26
			117644	Community Events and Cele			

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
244635	04/07/26	FIRST NATIONAL BANK OMAHA Training 51608	210-5-10-10-500.000 Training, Conf, Dues	895.00	58454	04/30/26
244635	03/25/26	FIRST NATIONAL BANK OMAHA ICMA Conference Philadelp B00P01403C0B	210-5-10-10-500.000 Training, Conf, Dues	649.00	58454	04/30/26
21845	04/20/26	FIRST NATIONAL BANK OMAHA BL Assorted APR26 0017 0426	210-5-35-10-840.201 Adult Programs	146.39	58455	04/30/26
21845	04/20/26	FIRST NATIONAL BANK OMAHA BL Assorted APR26 0017 0426	210-5-35-10-500.000 Training, Conf, Dues	504.00	58455	04/30/26
21845	04/20/26	FIRST NATIONAL BANK OMAHA BL Assorted APR26 0017 0426	210-5-35-10-505.000 Tech. Subs, Licenses	159.46	58455	04/30/26
21845	04/20/26	FIRST NATIONAL BANK OMAHA BL Assorted APR26 0017 0426	210-5-35-10-845.000 Employee/Volunteer Recogn	419.80	58455	04/30/26
21845	04/20/26	FIRST NATIONAL BANK OMAHA BL Assorted APR26 0017 0426	210-5-90-00-991.000 Library Donation Expense	297.32	58455	04/30/26
21845	04/20/26	FIRST NATIONAL BANK OMAHA BL Assorted APR26 0017 0426	210-5-35-10-610.000 General Supplies	289.80	58455	04/30/26
21845	04/24/26	FIRST NATIONAL BANK OMAHA BL Assorted APR26 0017 0526A	210-5-35-10-610.000 General Supplies	129.95	58455	04/30/26
21845	04/24/26	FIRST NATIONAL BANK OMAHA BL Assorted APR26 0017 0526A	210-5-35-10-560.000 Postage	423.17	58455	04/30/26
21845	04/24/26	FIRST NATIONAL BANK OMAHA BL Assorted APR26 0017 0526A	210-5-90-00-991.000 Library Donation Expense	257.50	58455	04/30/26
21845	04/24/26	FIRST NATIONAL BANK OMAHA BL Assorted APR26 0017 0526A	210-5-90-00-991.000 Library Donation Expense	-257.50	58455	04/30/26
25410	04/20/26	FIRST NATIONAL BANK OMAHA Pizza for election worker 999-36633	210-5-12-10-820.000 Elections	100.22	58457	04/30/26
80025	04/28/26	FRANKLIN SOUTH LLC 1034018000 Tax Ref 2025 4018000 REF	210-2-00-00-200.002 Overpayments Payable	1588.18	58458	04/30/26
26400	07/01/25	GMT/CCTA FY26 Assessment Install 4 2026-0006-1	210-5-19-10-800.102 GMT	71148.25	58463	04/30/26
80025	04/28/26	GOODKIND ETHAN 1088001104 Tax Ref 2025 001104 REF	210-2-00-00-200.002 Overpayments Payable	82.50	58465	04/30/26
04035	04/27/26	GOT THAT RENTAL & SALES I LUTE, ALU. 30" 153043	210-5-40-12-605.000 Summer Construction Suppl	86.00	58466	04/30/26
07010	04/09/26	GREEN MOUNTAIN POWER CORP 03/09/26-04/08/26 - GMP M 040926D	210-5-41-20-622.000 Electricity	734.34	58468	04/30/26
07010	04/09/26	GREEN MOUNTAIN POWER CORP 03/09/26-04/08/26 - GMP M 040926D	210-5-41-22-622.000 Electricity	734.34	58468	04/30/26
07010	04/09/26	GREEN MOUNTAIN POWER CORP 03/09/26-04/08/26 - GMP M 040926D	210-5-40-12-622.000 Electricity	226.62	58468	04/30/26
07010	04/09/26	GREEN MOUNTAIN POWER CORP 03/09/26-04/08/26 - GMP M 040926D	210-5-41-21-622.000 Electricity	842.80	58468	04/30/26
07010	04/09/26	GREEN MOUNTAIN POWER CORP 03/09/26-04/08/26 - GMP M 040926D	210-5-40-12-622.200 Streetlight Electricity	981.89	58468	04/30/26
07010	04/09/26	GREEN MOUNTAIN POWER CORP 03/09/26-04/08/26 - GMP M 040926D	210-5-41-23-622.000 Electricity	314.70	58468	04/30/26
07010	04/13/26	GREEN MOUNTAIN POWER CORP 03/12/26-04/13/26 Non Sol 041326NS	210-5-40-12-622.200 Streetlight Electricity	13128.59	58469	04/30/26
07010	04/13/26	GREEN MOUNTAIN POWER CORP 03/12/26-04/13/26 Non Sol 041326NS	210-5-40-12-622.000 Electricity	959.13	58469	04/30/26

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
80091	04/21/26	Stipend BLT April 2026	042126Herges	210-5-35-10-190.000 Board Member Payments	50.00	58470	04/30/26
80025	04/28/26	1030013000 Tax Ref 2025	013000 REF	210-2-00-00-200.002 Overpayments Payable	1566.50	58471	04/30/26
33495	04/14/26	BL A.F.LPBooks APR26	95876456	210-5-35-10-640.201 Adult Collection	391.72	58472	04/30/26
33495	04/14/26	BL A.F.LPBooks APR26	95876456	210-5-90-00-991.000 Library Donation Expense	85.68	58472	04/30/26
33495	04/14/26	BL A.F.LPBooks APR26	95876456	210-5-90-00-991.000 Library Donation Expense	20.74	58472	04/30/26
33495	04/14/26	BL A.F.LPBooks APR26	95876456	210-5-35-10-610.000 General Supplies	64.92	58472	04/30/26
33495	04/14/26	BL A.F.LPBooks APR26	95876457	210-5-35-10-640.201 Adult Collection	90.80	58472	04/30/26
33495	04/14/26	BL A.F.LPBooks APR26	95876457	210-5-90-00-991.000 Library Donation Expense	34.72	58472	04/30/26
33495	04/14/26	BL A.F.LPBooks APR26	95876457	210-5-90-00-991.000 Library Donation Expense	20.74	58472	04/30/26
33495	04/14/26	BL A.F.LPBooks APR26	95876457	210-5-35-10-610.000 General Supplies	12.16	58472	04/30/26
33495	04/27/26	BL A.F.LPBooks APR26	96159646	210-5-35-10-640.201 Adult Collection	242.39	58472	04/30/26
33495	04/27/26	BL A.F.LPBooks APR26	96159646	210-5-90-00-991.000 Library Donation Expense	86.79	58472	04/30/26
33495	04/27/26	BL A.F.LPBooks APR26	96159646	210-5-90-00-991.000 Library Donation Expense	38.43	58472	04/30/26
33495	04/27/26	BL A.F.LPBooks APR26	96159646	210-5-35-10-610.000 General Supplies	33.68	58472	04/30/26
11710	04/01/26	EAP	04012026	210-5-25-10-290.000 Other Employee Benefits	216.00	58473	04/30/26
45410	03/25/26	Uniform Badges	145982	210-5-25-10-612.000 Uniforms	1416.50	58474	04/30/26
80025	04/28/26	1030030000 Tax Ref 2025	030000 REF	210-2-00-00-200.002 Overpayments Payable	3503.76	58475	04/30/26
15145	04/28/26	Job Ad- EJRP Site Coord	35416522	210-5-10-10-540.000 Advertising	399.00	58476	04/30/26
80025	04/28/26	1067008039 Tax Ref 2025	008039 REF	210-2-00-00-200.002 Overpayments Payable	20.00	58478	04/30/26
33585	04/10/26	Programming tabulator car	86688	210-5-12-10-820.000 Elections	971.00	58479	04/30/26
80227	04/13/26	Stipend BWAC April 2026	041326Liguor	210-5-16-10-190.000 Board member Payments	50.00	58480	04/30/26
80213	04/21/26	Stipend BLT April 2026	042126Luck	210-5-35-10-190.000 Board Member Payments	50.00	58481	04/30/26
80025	04/28/26	1063004121 Tax Ref 2025	004121 REF	210-2-00-00-200.002 Overpayments Payable	1505.46	58482	04/30/26
26920	04/19/26	Recording Secretary CRC,	62-April 202	210-5-13-10-330.000 Professional Services	18.54	58483	04/30/26
26920	04/19/26	Recording Secretary CRC,	62-April 202	210-5-16-10-330.000 Professional Services	179.22	58483	04/30/26

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
V9970	04/14/26	MIDWEST TAPE	BL ADVD APR26 508714544	210-5-35-10-640.201 Adult Collection	23.24	58485	04/30/26
V9970	04/14/26	MIDWEST TAPE	BL MusicCDs APR26 508714545	210-5-35-10-640.201 Adult Collection	58.56	58485	04/30/26
V9970	04/14/26	MIDWEST TAPE	BL ADVDS APR26 508714547	210-5-35-10-640.201 Adult Collection	124.09	58485	04/30/26
V9970	04/14/26	MIDWEST TAPE	BL ADVDs APR26 508714548	210-5-35-10-640.201 Adult Collection	26.99	58485	04/30/26
V9970	04/20/26	MIDWEST TAPE	BL AMusicCDs APR26 508750323	210-5-35-10-640.201 Adult Collection	102.48	58485	04/30/26
80025	04/28/26	MITCHELL ROBERT	1040016401 Tax Ref 2025 016401 REF	210-2-00-00-200.002 Overpayments Payable	2408.05	58486	04/30/26
80025	04/28/26	MUSAEFENDIC SELMA	1063004120 Tax Ref 2025 004120 REF	210-2-00-00-200.002 Overpayments Payable	241.24	58487	04/30/26
80025	04/28/26	NEVERETT PAMELA J TRUSTEE	1020081000 Tax Ref 2025 081000 REF	210-2-00-00-200.002 Overpayments Payable	202.94	58488	04/30/26
10220	03/31/26	NEW ENGLAND AIR SYSTEMS L	Maintenance Heater Servic 212620	210-5-41-22-431.000 R&M Buildings & Grounds	222.73	58489	04/30/26
24960	04/15/26	NORTHEAST DELTA DENTAL	Dental May 2026 041526 6197	210-5-10-10-210.000 Group Insurance	437.88	58490	04/30/26
24960	04/15/26	NORTHEAST DELTA DENTAL	Dental May 2026 041526 6197	210-5-12-10-210.000 Group Insurance	75.80	58490	04/30/26
24960	04/15/26	NORTHEAST DELTA DENTAL	Dental May 2026 041526 6197	210-5-13-10-210.000 Group Insurance	401.87	58490	04/30/26
24960	04/15/26	NORTHEAST DELTA DENTAL	Dental May 2026 041526 6197	210-5-40-12-210.000 Group Insurance	197.21	58490	04/30/26
24960	04/15/26	NORTHEAST DELTA DENTAL	Dental May 2026 041526 6197	210-5-35-10-210.000 Group Insurance	489.91	58490	04/30/26
24960	04/15/26	NORTHEAST DELTA DENTAL	Dental May 2026 041526 6197	210-5-16-10-210.000 Group Insurance	258.73	58490	04/30/26
24960	04/15/26	NORTHEAST DELTA DENTAL	Dental May 2026 041526 6197	210-5-30-10-210.000 Group Insurance	616.58	58490	04/30/26
24960	04/15/26	NORTHEAST DELTA DENTAL	Dental May 2026 041526 6197	210-5-30-12-210.000 Group Insurance	218.94	58490	04/30/26
80081	04/13/26	O'BRIEN JOHN	Stipend BWAC April 2026 041326OBrien	210-5-16-10-190.000 Board member Payments	50.00	58491	04/30/26
80177	04/21/26	PARKER, JENNY	Stipend PCAB April 2026 042126Parker	210-5-11-10-190.000 Board Member Payments	50.00	58492	04/30/26
80133	04/13/26	PHILBROOK, LAUREN	Stipend BWAC April 2026 041326Philbr	210-5-16-10-190.000 Board member Payments	50.00	58494	04/30/26
V10554	04/11/26	PHOENIX BOOKS BURLINGTON	BL JFNDBooks APR26 1943787	210-5-90-00-991.000 Library Donation Expense	202.29	58495	04/30/26
V10554	04/17/26	PHOENIX BOOKS BURLINGTON	BL JFndn Books APR26 1948350	210-5-90-00-991.000 Library Donation Expense	15.19	58495	04/30/26
25140	04/17/26	PIKE INDUSTRIES INC	Asphalt 1365052	210-5-40-12-605.000 Summer Construction Suppl	1144.40	58496	04/30/26
25140	04/21/26	PIKE INDUSTRIES INC	Asphalt 1365548	210-5-40-12-605.000 Summer Construction Suppl	159.20	58496	04/30/26
25140	04/28/26	PIKE INDUSTRIES INC	Asphalt 1366893	210-5-40-12-605.000 Summer Construction Suppl	509.20	58496	04/30/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V1875	04/21/26	QUALITY BAKE SHOP Housing Focus Group Pastr 042126D	210-5-16-10-610.000 General Supplies	27.50	58497	04/30/26
37430	04/17/26	R R CHARLEBOIS INC Truck 6 Repair RC9186	210-5-40-12-430.000 R&M Vehicles & Equipment	11643.72	58498	04/30/26
18010	03/30/26	REYNOLDS & SON, INC. Multi color safety wand 3464487	210-5-25-10-750.000 Machinery & Equipment	292.75	58500	04/30/26
18010	04/17/26	REYNOLDS & SON, INC. Helmet Front 3465151	210-5-25-10-612.000 Uniforms	74.09	58500	04/30/26
22840	04/15/26	RIES DANIEL Locksmith Service I260416606	210-5-30-12-330.000 Professional Services	335.00	58501	04/30/26
37965	04/14/26	S D IRELAND CONCRETE Concrete 125244	210-5-40-12-605.000 Summer Construction Suppl	1000.00	58502	04/30/26
10435	04/14/26	SCREENMYLOGO.COM Senior Center Supplies 22174	210-5-30-10-610.000 General Supplies	2137.50	58503	04/30/26
09105	04/21/26	SECURE SHRED Shred service 527192	210-5-12-10-330.000 Professional Services	25.00	58504	04/30/26
23855	03/30/26	SOUTHWORTH-MILTON, INC. Lamp-Halogen 6 INV3867118	210-5-40-12-430.000 R&M Vehicles & Equipment	66.00	58506	04/30/26
23855	04/14/26	SOUTHWORTH-MILTON, INC. Generator Service SINV0123697	210-5-25-10-430.000 R&M Vehicles & Equipment	822.73	58506	04/30/26
29090	04/23/26	SUNBELT RENTALS Tree Stakes 182997952	210-5-40-12-810.112 Tree Advisory Committee	84.42	58508	04/30/26
80312	04/07/26	The Image Farm Corp-Matt Mural Design Presentation 2026-MURAL-0	210-5-16-10-890.000 Federal Grant Expenditure	450.00	58512	04/30/26
32720	04/16/26	UVM MEDICAL CENTER EMS Supplies \$270.851	210-5-25-10-613.000 Program Supplies	270.85	58513	04/30/26
36130	04/17/26	VERIZON WIRELESS VSAT Cellular Service April 20 6141317645	210-5-10-10-530.000 Communications	37.43	58514	04/30/26
36130	04/17/26	VERIZON WIRELESS VSAT Cellular Service April 20 6141317645	210-5-25-10-530.000 Communications	60.08	58514	04/30/26
36130	04/17/26	VERIZON WIRELESS VSAT Cellular Service April 20 6141317645	210-5-40-12-530.000 Communications	47.45	58514	04/30/26
24570	04/20/26	VERMONT AWARDS AND ENGRAV City Council Plaques 93600	210-5-11-10-610.000 General Supplies	267.02	58516	04/30/26
11935	04/20/26	VIKING-CIVES USA Whelen Light 5G LED Warni 4552963	210-5-40-12-430.000 R&M Vehicles & Equipment	146.70	58517	04/30/26
23395	04/20/26	VILLAGE HARDWARE - WILLIS Clorox 121OZ Reg Bleach 521944	210-5-40-12-610.000 General Supplies	11.39	58518	04/30/26
23395	04/23/26	VILLAGE HARDWARE - WILLIS Supplies 521982	210-5-40-12-610.000 General Supplies	34.17	58518	04/30/26
23395	04/28/26	VILLAGE HARDWARE - WILLIS Supplies 522028	210-5-40-12-610.000 General Supplies	62.68	58518	04/30/26
21230	04/19/26	VISION SERVICE PLAN (CT) Vision May 2026 825066066	210-5-10-10-210.000 Group Insurance	89.41	58519	04/30/26
21230	04/19/26	VISION SERVICE PLAN (CT) Vision May 2026 825066066	210-5-12-10-210.000 Group Insurance	14.02	58519	04/30/26
21230	04/19/26	VISION SERVICE PLAN (CT) Vision May 2026 825066066	210-5-13-10-210.000 Group Insurance	73.95	58519	04/30/26
21230	04/19/26	VISION SERVICE PLAN (CT) Vision May 2026 825066066	210-5-40-12-210.000 Group Insurance	53.16	58519	04/30/26

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
21230	VISION SERVICE PLAN (CT)	04/19/26	Vision May 2026 825066066	210-5-35-10-210.000 Group Insurance	96.20	58519	04/30/26
21230	VISION SERVICE PLAN (CT)	04/19/26	Vision May 2026 825066066	210-5-16-10-210.000 Group Insurance	37.71	58519	04/30/26
21230	VISION SERVICE PLAN (CT)	04/19/26	Vision May 2026 825066066	210-5-30-10-210.000 Group Insurance	113.09	58519	04/30/26
21230	VISION SERVICE PLAN (CT)	04/19/26	Vision May 2026 825066066	210-5-30-12-210.000 Group Insurance	28.04	58519	04/30/26
V2380	VLCT PACIF	04/16/26	2026 Q2 insurance 20368	210-5-40-12-260.000 Workers Comp Insurance	4392.51	58520	04/30/26
V2380	VLCT PACIF	04/16/26	2026 Q2 insurance 20368	210-5-13-10-260.000 Workers Comp Insurance	6247.28	58520	04/30/26
V2380	VLCT PACIF	04/16/26	2026 Q2 insurance 20368	210-5-13-10-260.000 Workers Comp Insurance	5277.44	58520	04/30/26
V2380	VLCT PACIF	04/16/26	2026 Q2 insurance 20368	210-5-25-10-260.000 Workers Comp Insurance	3688.50	58520	04/30/26
V2380	VLCT PACIF	04/16/26	2026 Q2 insurance 20368	210-5-13-10-520.000 PACIF Insurance	23093.61	58520	04/30/26
V2380	VLCT PACIF	04/16/26	2026 Q2 insurance 20368	210-5-13-10-520.000 PACIF Insurance	1938.17	58520	04/30/26
V2380	VLCT PACIF	04/16/26	2026 Q2 insurance 20368	210-5-40-12-520.000 PACIF Insurance	4714.17	58520	04/30/26
28470	VMERS DB 110800	04/24/26	Payroll Transfer PR-04/24/26	210-2-00-00-210.004 Retirement Payable	27296.24	58521	04/30/26
80130	VMERS DC 110800	04/24/26	Payroll Transfer PR-04/24/26	210-2-00-00-210.004 Retirement Payable	1652.88	58522	04/30/26
29825	VT GAS SYSTEMS	04/21/26	MSP Gas May 157875604212	210-5-41-26-621.000 Natural Gas/Heating	310.11	58523	04/30/26
29825	VT GAS SYSTEMS	04/21/26	MSP Gas May 810044042126	210-5-41-26-621.000 Natural Gas/Heating	323.81	58524	04/30/26
29825	VT GAS SYSTEMS	04/21/26	Serv Date: 03/18/26-04/16 VGS042126	210-5-40-12-621.000 Natural Gas/Heating	561.14	58525	04/30/26
29825	VT GAS SYSTEMS	04/21/26	Serv Date: 03/18/26-04/16 VGS042126	210-5-41-21-621.000 Natural Gas/Heating	885.48	58525	04/30/26
29825	VT GAS SYSTEMS	04/21/26	Serv Date: 03/18/26-04/16 VGS042126	210-5-41-20-621.000 Natural Gas/Heating	500.53	58525	04/30/26
29825	VT GAS SYSTEMS	04/21/26	Serv Date: 03/18/26-04/16 VGS042126	210-5-41-22-621.000 Natural Gas/Heating	448.46	58525	04/30/26
29825	VT GAS SYSTEMS	04/21/26	Serv Date: 03/18/26-04/16 VGS042126	210-5-41-23-621.000 Natural Gas/Heating	425.88	58525	04/30/26
07565	W B MASON CO INC	04/10/26	Tissues 261253395	210-5-30-12-610.000 General Supplies	47.88	58527	04/30/26
07565	W B MASON CO INC	04/16/26	BL TP-TrshBags APR26 261362255	210-5-41-21-610.000 General Supplies	85.12	58527	04/30/26
07565	W B MASON CO INC	04/17/26	2 Lincoln Supplies 261400865	210-5-10-10-610.000 General Supplies	50.00	58527	04/30/26
80025	WAITE CARL E LIF ESTATE	04/28/26	1036064000 Tax Ref 2025 064000 REF	210-2-00-00-200.002 Overpayments Payable	2.00	58528	04/30/26
80209	Wasted Public Bene Corp	04/24/26	MSP Portolets 12583	210-5-30-12-330.000 Professional Services	330.00	58529	04/30/26

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
80209	04/25/26	Wasted Public Bene Corp	MSP Portolets 13105	210-5-30-12-330.000 Professional Services	330.00	58529	04/30/26
80025	04/28/26	YOUNG JACOB D	1028123000 Tax Ref 2025 123000 REF	210-2-00-00-200.002 Overpayments Payable	619.06	58530	04/30/26
80025	04/28/26	YOUNG WARREN E	1088001120 Tax Ref 2025 001120 REF	210-2-00-00-200.002 Overpayments Payable	1263.43	58531	04/30/26
05375	04/24/26	ESSEX JUNCTION EMPLOYEES	Payroll Transfer PR-04/24/26	210-2-00-00-210.005 Misc Deductions Payable	170.00	B 43026	04/24/26
17140	04/24/26	THE EDGE (VILLAGE)	Payroll Transfer PR-04/24/26	210-2-00-00-210.005 Misc Deductions Payable	710.69	C 43026	04/24/26
17425	04/24/26	ICMA ROTH PLAN 706287	Payroll Transfer PR-04/24/26	210-2-00-00-210.004 Retirement Payable	150.00	D 43026	04/24/26
V1160	04/24/26	ICMA RETIREMENT TRUST-457	Payroll Transfer PR-04/24/26	210-2-00-00-210.004 Retirement Payable	2384.19	E 43026	04/24/26
V1161	04/24/26	ICMA RETIREMENT TRUST-401	Payroll Transfer PR-04/24/26	210-2-00-00-210.004 Retirement Payable	5449.74	F 43026	04/24/26
V1165	04/24/26	INTERNAL REVENUE SERVICE	Payroll Transfer PR-04/24/26	210-2-00-00-210.002 Federal Inc Tax W/H	49929.71	G 43026	04/29/26
V2413	04/24/26	VT DEPT OF TAXES	Payroll Transfer PR-04/24/26	210-2-00-00-210.003 State Inc Tax W/H	6876.38	H 43026	04/29/26
25715	04/14/26	DONALD L. HAMLIN CONSULT	Survey Pocket Park March 22815 041426	220-5-00-00-720.002 1 Main; Road Res-Q	1236.60	58441	04/30/26
25715	04/14/26	DONALD L. HAMLIN CONSULT	Survey Pocket Park March 22815 041426	220-5-00-00-899.000 Matching Grant Funds	309.15	58441	04/30/26
29915	04/01/26	GINKGO DESIGN LLC	Pocket Park01-04/2026 1487	220-5-00-00-720.002 1 Main; Road Res-Q	2204.00	58462	04/30/26
29915	04/01/26	GINKGO DESIGN LLC	Pocket Park01-04/2026 1487	220-5-00-00-899.000 Matching Grant Funds	551.00	58462	04/30/26
25715	04/16/26	DONALD L. HAMLIN CONSULT	2025 Sidewalk Projects 25809041626	224-5-40-12-573.000 Sidewalk Improve/Repairs	2792.50	58441	04/30/26
25715	04/16/26	DONALD L. HAMLIN CONSULT	Iroquois Ave Waterline Pr 24807 041626	230-5-40-10-720.002 Iroquois Ave Road and Wat	1312.90	58441	04/30/26
25715	04/16/26	DONALD L. HAMLIN CONSULT	Pearl St West Multimodal 25829 041626	230-5-40-13-720.003 SW & Road West St to Susi	27233.80	58441	04/30/26
80077	03/31/26	BREADLOAF CONSTRUCTION CO	Senior Center Project 6291	232-5-41-20-730.000 Buildings & Improvements	29082.17	58424	04/30/26
80318	04/21/26	Bronson Johnson Seamless	Gutter Repair Sr. Center 304	232-5-41-20-730.000 Buildings & Improvements	2200.00	58427	04/30/26
34895	04/14/26	GAUTHIER TRUCKING, INC.	Senior Center Reno Dumpst 1934038	232-5-41-20-730.000 Buildings & Improvements	812.36	58461	04/30/26
25715	04/16/26	DONALD L. HAMLIN CONSULT	Railroad Ave Waterline Pr 24819 041626	254-5-54-70-723.001 Railroad Ave Rd/Wtr Line	1017.50	58441	04/30/26
25715	04/16/26	DONALD L. HAMLIN CONSULT	5 Oneida Avenue 26812 041626	254-5-54-20-330.000 Professional Services	302.75	58441	04/30/26
25715	04/16/26	DONALD L. HAMLIN CONSULT	Update to City Utility Ma 26818041626	254-5-54-20-330.000 Professional Services	107.25	58441	04/30/26
80021	04/01/26	FIRST NATIONAL BANK OF OM	10 April GOCO Bill 161871	254-5-54-20-505.000 Tech. Subs, Licenses	49.72	58452	04/30/26
80021	04/02/26	FIRST NATIONAL BANK OF OM	Admin time tracking Mar 2 472822	254-5-54-20-505.000 Tech. Subs, Licenses	16.00	58452	04/30/26

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
21840	04/20/26	For billing cycle ending	0631042026	254-5-54-20-500.000 Training, Conf, Dues	48.00	58456	04/30/26
04035	04/16/26	Stake flag	152561	254-5-54-20-610.000 General Supplies	12.99	58466	04/30/26
07010	04/13/26	03/12/26-04/13/26 Non Sol	041326NS	254-5-54-20-622.000 Electricity	239.68	58469	04/30/26
24960	04/15/26	Dental May 2026	041526 6197	254-5-54-20-210.000 Group Insurance	359.92	58490	04/30/26
36130	04/17/26	Cellular Service April 20	6141317645	254-5-54-20-530.000 Communications	104.92	58514	04/30/26
21230	04/19/26	Vision May 2026	825066066	254-5-54-20-210.000 Group Insurance	67.27	58519	04/30/26
V2380	04/16/26	2026 Q2 insurance	20368	254-5-54-20-260.000 Workers Comp Insurance	1470.56	58520	04/30/26
V2380	04/16/26	2026 Q2 insurance	20368	254-5-54-20-520.000 PACIF Insurance	1826.84	58520	04/30/26
29825	04/21/26	Serv Date: 03/18/26-04/16	VGS042126	254-5-54-20-621.000 Natural Gas/Heating	414.23	58525	04/30/26
04940	04/23/26	Communications: 4/30-5/2	0426042326	255-5-55-30-530.000 Communications	189.89	58437	04/30/26
06870	04/21/26	Sludge Holding Tank # Fec	573409	255-5-55-30-568.000 Biosolids Subcontractor	680.00	58445	04/30/26
06870	04/24/26	14 Groundwater Monitoring	573933	255-5-55-30-568.000 Biosolids Subcontractor	2475.00	58445	04/30/26
38955	03/31/26	Insulation for Digester	95436247	255-5-55-30-570.000 Other Purchased Services	1588.65	58448	04/30/26
38955	04/25/26	CREDIT RETURN fg INSUL	95804624	255-5-55-30-570.000 Other Purchased Services	-431.55	58448	04/30/26
29280	04/20/26	Service Period: 03/18/26-	0481042026	255-5-55-30-612.000 Uniforms	1333.51	58451	04/30/26
29280	04/20/26	Service Period: 03/18/26-	0481042026	255-5-55-30-618.000 Laboratory Supplies	20.58	58451	04/30/26
29280	04/20/26	Service Period: 03/18/26-	0481042026	255-5-55-30-505.000 Tech. Subs, Licenses	129.99	58451	04/30/26
80021	04/01/26	10 April GOCO Bill	161871	255-5-55-30-505.000 Tech. Subs, Licenses	198.88	58452	04/30/26
80021	04/02/26	Admin time tracking Mar 2	472822	255-5-55-30-505.000 Tech. Subs, Licenses	72.00	58452	04/30/26
32035	04/21/26	5/21 Registration Chelsea	042126	255-5-55-30-500.000 Training, Conf, Dues	50.00	58464	04/30/26
24785	04/21/26	HEX BUSHING, MALLEABLE IR	9887423912	255-5-55-30-570.000 Other Purchased Services	2.88	58467	04/30/26
V9769	04/14/26	Ferrous chloride	9017936345	255-5-55-30-619.000 Chemicals	10894.55	58477	04/30/26
24960	04/15/26	Dental May 2026	041526 6197	255-5-55-30-210.000 Group Insurance	438.24	58490	04/30/26
V2093	04/08/26	Caustic 50% EXP - 6/30/26	500331	255-5-55-30-619.000 Chemicals	10927.00	58505	04/30/26
V2093	04/01/26	Sodium Bicarbonate	500370	255-5-55-30-619.000 Chemicals	4564.00	58505	04/30/26

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
V2124	STAPLES ADVANTAGE	04/25/26	Ink for control room prin 6061829071	255-5-55-30-610.000 General Supplies	135.12	58507	04/30/26
V2124	STAPLES ADVANTAGE	04/25/26	Office supplies 6061829073	255-5-55-30-610.000 General Supplies	38.80	58507	04/30/26
21050	TEMPERATURE CONTROLS OF V	04/20/26	ST # 7958; EJWTF - WebCT 26-523	255-5-55-30-735.000 Tech: Equip/Hardware	2038.00	58509	04/30/26
80146	TRI-ANGLE METAL FAB	04/17/26	AUGER REPAIR 1090848	255-5-55-30-570.000 Other Purchased Services	1073.80	58511	04/30/26
36130	VERIZON WIRELESS VSAT	04/17/26	Cellular Service April 20 6141317645	255-5-55-30-530.000 Communications	37.43	58514	04/30/26
23395	VILLAGE HARDWARE - WILLIS	04/14/26	30Z GorillaCLR Adhesive 521901	255-5-55-30-610.000 General Supplies	8.07	58518	04/30/26
21230	VISION SERVICE PLAN (CT)	04/19/26	Vision May 2026 825066066	255-5-55-30-210.000 Group Insurance	85.09	58519	04/30/26
V2380	VLCT PACIF	04/16/26	2026 Q2 insurance 20368	255-5-55-30-260.000 Workers Comp Insurance	4306.66	58520	04/30/26
V2380	VLCT PACIF	04/16/26	2026 Q2 insurance 20368	255-5-55-30-520.000 PACIF Insurance	10722.34	58520	04/30/26
29825	VT GAS SYSTEMS	04/21/26	Serv Date: 03/18/26-04/16 VGS042126	255-5-55-30-621.000 Natural Gas/Heating	5058.95	58525	04/30/26
38680	VT RURAL WATER ASSOC	04/21/26	Class for Ken M. pay by c 357271	255-5-55-30-500.000 Training, Conf, Dues	24.00	58526	04/30/26
25715	DONALD L. HAMLIN CONSULT	04/16/26	84 Park Street 26803 041626	256-5-56-40-330.000 Professional Services	3577.20	58441	04/30/26
35260	EAST COAST PRINTERS INC	04/16/26	Uniforms shawn 100001660001	256-5-56-40-612.000 Uniforms	226.00	58444	04/30/26
80021	FIRST NATIONAL BANK OF OM	04/01/26	10 April GOCO Bill 161871	256-5-56-40-505.000 Tech. Subs, Licenses	49.72	58452	04/30/26
80021	FIRST NATIONAL BANK OF OM	04/02/26	Admin time tracking Mar 2 472822	256-5-56-40-505.000 Tech. Subs, Licenses	16.00	58452	04/30/26
07010	GREEN MOUNTAIN POWER CORP	04/09/26	03/09/26-04/08/26 - GMP M 040926D	256-5-56-40-622.000 Electricity	1004.70	58468	04/30/26
07010	GREEN MOUNTAIN POWER CORP	04/09/26	03/09/26-04/08/26 - GMP M 040926D	256-5-56-40-434.001 Susie Wilson PS Costs	339.72	58468	04/30/26
07010	GREEN MOUNTAIN POWER CORP	04/09/26	03/09/26-04/08/26 - GMP M 040926D	256-5-56-40-434.002 West Street PS Costs	479.55	58468	04/30/26
07010	GREEN MOUNTAIN POWER CORP	04/13/26	03/12/26-04/13/26 Non Sol 041326NS	256-5-56-40-622.000 Electricity	529.28	58469	04/30/26
24960	NORTHEAST DELTA DENTAL	04/15/26	Dental May 2026 041526 6197	256-5-56-40-210.000 Group Insurance	269.49	58490	04/30/26
36130	VERIZON WIRELESS VSAT	04/17/26	Billing period: Mar 18 - 6141317646	256-5-56-40-434.001 Susie Wilson PS Costs	22.98	58515	04/30/26
36130	VERIZON WIRELESS VSAT	04/17/26	Billing period: Mar 18 - 6141317646	256-5-56-40-434.002 West Street PS Costs	22.98	58515	04/30/26
36130	VERIZON WIRELESS VSAT	04/17/26	Billing period: Mar 18 - 6141317646	256-5-56-40-434.000 R&M Pump Stations	89.22	58515	04/30/26
21230	VISION SERVICE PLAN (CT)	04/19/26	Vision May 2026 825066066	256-5-56-40-210.000 Group Insurance	50.85	58519	04/30/26
V2380	VLCT PACIF	04/16/26	2026 Q2 insurance 20368	256-5-56-40-260.000 Workers Comp Insurance	1394.71	58520	04/30/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V2380	04/16/26	2026 Q2 insurance 20368	256-5-56-40-520.000 PACIF Insurance	946.47	58520	04/30/26
29825	04/21/26	Serv Date: 03/18/26-04/16 VGS042126	256-5-56-40-434.001 Susie Wilson PS Costs	56.29	58525	04/30/26
29825	04/21/26	Serv Date: 03/18/26-04/16 VGS042126	256-5-56-40-434.002 West Street PS Costs	54.14	58525	04/30/26
29825	04/21/26	Serv Date: 03/18/26-04/16 VGS042126	256-5-56-40-621.000 Natural Gas/Heating	255.33	58525	04/30/26
25715	04/16/26	Stormwater improvements S 26805 041626	257-5-57-50-899.000 Matching Grant Funds	2815.61	58441	04/30/26
29280	04/20/26	Service Period: 03/18/26- 0481042026	257-5-57-50-580.000 Travel	265.84	58451	04/30/26
29280	04/20/26	Service Period: 03/18/26- 0481042026	257-5-57-50-500.000 Training, Conferences, Du	82.80	58451	04/30/26
24960	04/15/26	Dental May 2026 041526 6197	257-5-57-50-210.000 Group Insurance	100.81	58490	04/30/26
21230	04/19/26	Vision May 2026 825066066	257-5-57-50-210.000 Group Insurance	18.65	58519	04/30/26
V2380	04/16/26	2026 Q2 insurance 20368	257-5-57-50-260.000 Workers Comp Insurance	1914.33	58520	04/30/26
22670	04/15/26	EJRP CC March/April 04266508	258-5-33-13-755.000 Furniture and Fixtures	2485.99	58428	04/30/26
29145	03/23/26	Vac Camp 4/20 042026	259-5-30-15-330.000 Professional Services	54.00	58420	04/30/26
22670	04/15/26	EJRP CC March/April 04266508	259-5-30-15-610.000 General Supplies	440.14	58428	04/30/26
22670	04/15/26	EJRP CC March/April 04266508	259-5-30-14-330.000 Professional Services	-1121.71	58428	04/30/26
22670	04/15/26	EJRP CC March/April 04266508	259-5-30-15-330.000 Professional Services	1300.00	58428	04/30/26
22670	04/15/26	EJRP CC March/April 04266508	259-5-30-14-330.000 Professional Services	962.60	58428	04/30/26
22670	04/15/26	EJRP CC March/April 04266508	259-5-30-14-610.000 General Supplies	703.12	58428	04/30/26
22670	04/15/26	EJRP CC March/April 04266508	259-5-30-16-610.000 General Supplies	102.98	58428	04/30/26
22670	04/15/26	EJRP CC March/April 04266508	259-5-30-16-330.000 Professional Services	150.00	58428	04/30/26
22670	04/15/26	EJRP CC March/April 04266508	259-5-30-11-610.000 General Supplies	13.90	58428	04/30/26
22670	04/15/26	EJRP CC March/April 04266508	259-5-30-11-330.000 Professional Services	150.00	58428	04/30/26
22670	04/15/26	EJRP CC March/April 04266508	259-5-30-10-505.000 Tech. Subs, Licenses	697.80	58428	04/30/26
22670	04/15/26	EJRP CC March/April 04266508	259-5-30-15-530.000 Communications	845.40	58428	04/30/26
22670	04/15/26	EJRP CC March/April 04266508	259-5-30-12-610.000 General Supplies	81.52	58428	04/30/26
22670	04/30/26	EJRP CC Final 65080426	259-5-30-14-330.000 Professional Services	-1541.28	58428	04/30/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
22670	04/30/26	CAPITAL ONE CREDIT CARD - EJRP CC Final 65080426	259-5-30-14-330.000 Professional Services	1368.00	58428	04/30/26
22670	04/30/26	CAPITAL ONE CREDIT CARD - EJRP CC Final 65080426	259-5-30-15-330.000 Professional Services	29.94	58428	04/30/26
22670	04/30/26	CAPITAL ONE CREDIT CARD - EJRP CC Final 65080426	259-5-30-14-610.000 General Supplies	0.12	58428	04/30/26
31545	04/17/26	COSTCO #314 DC Trip Supplies 041726D	259-5-30-14-610.000 General Supplies	429.98	58439	04/30/26
04330	02/04/26	EWSD CHILD NUTRITION Community Dinner 1/31 3248	259-5-30-14-610.000 General Supplies	2575.00	58447	04/30/26
80317	04/20/26	First National Bank Omaha EJRP CC April 11880426	259-5-30-15-610.000 General Supplies	6.99	58459	04/30/26
80192	04/28/26	Fountain of Youth Fitness Lifting Spirits 4/27 042826D	259-5-30-14-330.000 Professional Services	106.40	58460	04/30/26
80273	04/19/26	MERHAR, CHRISTINA Yoga Spring Session 1 041926D	259-5-30-14-330.000 Professional Services	467.20	58484	04/30/26
24960	04/15/26	NORTHEAST DELTA DENTAL Dental May 2026 041526 6197	259-5-30-15-210.000 Group Insurance	513.23	58490	04/30/26
24960	04/15/26	NORTHEAST DELTA DENTAL Dental May 2026 041526 6197	259-5-30-14-210.000 Group Insurance	39.79	58490	04/30/26
24960	04/15/26	NORTHEAST DELTA DENTAL Dental May 2026 041526 6197	259-5-30-16-210.000 Group Insurance	262.51	58490	04/30/26
29425	04/15/26	PERFORMANCE FOOD 24793-EJ RK EES K Snack 593191	259-5-30-15-610.000 General Supplies	171.78	58493	04/30/26
29425	04/15/26	PERFORMANCE FOOD 24793-EJ RK Fleming Snack 594493	259-5-30-15-610.000 General Supplies	385.71	58493	04/30/26
29425	04/20/26	PERFORMANCE FOOD 24793-EJ Vac Camp Breakfast 597116	259-5-30-15-610.000 General Supplies	301.77	58493	04/30/26
29425	04/27/26	PERFORMANCE FOOD 24793-EJ RK MSP Snack 600915	259-5-30-15-610.000 General Supplies	326.65	58493	04/30/26
29425	04/28/26	PERFORMANCE FOOD 24793-EJ RK EES 1-2 Snack 601916	259-5-30-15-610.000 General Supplies	279.06	58493	04/30/26
29425	04/28/26	PERFORMANCE FOOD 24793-EJ RK Snack 602054	259-5-30-15-610.000 General Supplies	203.16	58493	04/30/26
16090	04/21/26	REGAL GYMNASTICS ACADEMY Vac Camp 4/21 042126D	259-5-30-15-330.000 Professional Services	798.00	58499	04/30/26
16090	04/22/26	REGAL GYMNASTICS ACADEMY Vac Camp 4/22 042226D	259-5-30-15-330.000 Professional Services	560.00	58499	04/30/26
14695	04/19/26	THE BIG BLUE TRUNK llc July 4th Event Dep PREPAY 2776	259-1-00-00-120.000 Prepaid Expenses	500.00	58510	04/30/26
36130	04/17/26	VERIZON WIRELESS VSAT Cellular Service April 20 6141317645	259-5-30-16-530.000 Communications	37.43	58514	04/30/26
21230	04/19/26	VISION SERVICE PLAN (CT) Vision May 2026 825066066	259-5-30-15-210.000 Group Insurance	126.64	58519	04/30/26
21230	04/19/26	VISION SERVICE PLAN (CT) Vision May 2026 825066066	259-5-30-14-210.000 Group Insurance	9.67	58519	04/30/26
21230	04/19/26	VISION SERVICE PLAN (CT) Vision May 2026 825066066	259-5-30-16-210.000 Group Insurance	54.13	58519	04/30/26
V2380	04/16/26	VLCT PACIF 2026 Q2 insurance 20368	259-5-30-10-260.000 Workers Comp Insurance	22373.99	58520	04/30/26

04/30/26

City of Essex Junction Accounts Payable

Page 14 of 14

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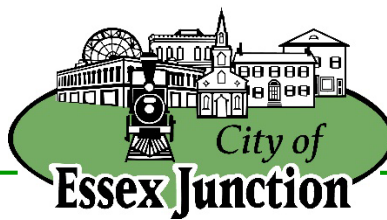
Check Warrant Report # 24117 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 04/24/26 To 04/30/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				547817.62		

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 \$ ***547,817.62
 Let this be your order for the payments of these amounts.



MEMORANDUM

To: Regina Mahony, City Manager; City Council; Department Managers
CC: Tri-Town Members (Essex Town and Williston)
From: Jess Morris, Finance Director
Meeting Date: May 13, 2026
Subject: April Financial Report

The following budget vs actual report includes detail by fund for all City funds (General Fund, capital funds, enterprise funds, etc). Each report details the approved budget, year to date actuals, remaining budget amount, actual as a % of budget, and a month to date amount which is the total revenue/expenditure for the last month of the included reporting period. These reports are run through 4/30/26 therefore the year to date actuals are for the period 7/1/25-4/30/26, and the month actuals are for the month of April.

While we will continue to receive April invoices over the coming weeks, we are about 83% of the way through the fiscal year. The General Fund revenue is just over 100% of budget or \$12,439,893 and expenditures are just under 80% of budget or \$9,924,470.

The Water Fund operating revenue is just under 66% of budget or \$1,292,465 and operating expenditure is just under 86% of budget or \$1,687,611. The Wastewater Fund operating revenue is just over 92% of budget or \$2,928,273 and operating expenditure is just over 81% of budget or \$2,595,238. The Sanitation Fund operating revenue is just over 71% of budget or \$812,465 and operating expenditure is just under 86% of budget or \$787,251. The Stormwater Fund operating revenue is just over 82% or \$265,776, and operating expenditure is just under 60% or \$193,776.

At the end of April there were 174 delinquent utility accounts with balances totaling \$41,837. There is currently still just one property with water shut off for non-payment as a result of the September shut-off process. Water shut offs occurred the week of 5/4, but all properties have been turned back on as they have satisfied the requirements to restore service.

The EJP Program Fund revenue is just under 82% of budget or \$3,565,807, and expenditure is just over 85% of budget or \$3,760,243.

There are several factors that contribute to revenue and expenditures seeming either higher or lower at any point during the fiscal year. Property taxes are billed in August and all revenue is recorded at that point for the entire fiscal year, and utility bills are produced tri-annually thereby recording revenue every four months rather than monthly. There are several large payments made either on a quarterly, bi-annual or annual basis for things such as insurance (property/casualty/auto/worker's comp), debt payments, and annual dues/memberships to various organizations, as well as quarterly transfers for capital and administrative allocations between funds.

Also included with the financial report are reports of the LOT Fund activity, 2 Lincoln Renovation, and Economic Development Fund activity.

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-4 Revenue					
210-4-00 General Revenues					
210-4-00-00-010.000 Property Taxes	11,405,931.00	11,257,477.04	148,453.96	98.70%	0.00
210-4-00-00-020.001 PILOT Tax Agreements	17,600.00	17,600.00	0.00	100.00%	0.00
210-4-00-00-020.022 Rents and Royalties	0.00	5,600.00	-5,600.00	100.00%	0.00
210-4-00-00-020.054 Admin Fee - Water	199,500.00	199,500.00	0.00	100.00%	49,875.00
210-4-00-00-020.055 Admin Fee - WWTF	99,750.00	99,750.00	0.00	100.00%	24,937.50
210-4-00-00-020.056 Admin Fee - Sanitation	199,500.00	198,978.00	522.00	99.74%	49,614.00
210-4-00-00-020.059 Admin Fee - EJRP PF	53,155.00	53,155.00	0.00	100.00%	13,288.75
210-4-00-00-030.009 Cannabis Control	400.00	1,100.00	-700.00	275.00%	0.00
210-4-00-00-042.001 PILOT Revenue	14,000.00	15,717.20	-1,717.20	112.27%	0.00
210-4-00-00-042.002 Railroad Taxes	2,500.00	0.00	2,500.00	0.00%	0.00
210-4-00-00-042.004 State Act 60 Revenue	32,800.00	29,495.00	3,305.00	89.92%	29,495.00
210-4-00-00-042.005 State Act 68 Revenue	38,000.00	52,156.01	-14,156.01	137.25%	3,470.00
210-4-00-00-060.000 Interest Income	10,000.00	118,344.23	-108,344.23	1,183.44%	86.20
210-4-00-00-080.001 State District Court Fine	5,000.00	4,804.50	195.50	96.09%	1,860.00
210-4-00-00-085.000 Penalties	40,000.00	63,648.28	-23,648.28	159.12%	-292.89
210-4-00-00-086.000 Interest	8,000.00	15,401.67	-7,401.67	192.52%	2,999.20
210-4-00-00-098.000 Misc Revenue	1,500.00	24,576.98	-23,076.98	1,638.47%	13,569.87
Total General Revenues	12,127,636.00	12,157,303.91	-29,667.91	100.24%	188,902.63
210-4-10 Admin Revenues					
Total Admin Revenues	0.00	0.00	0.00	0.00%	0.00
210-4-12-10 Clerk Revenue					
210-4-12-10-020.003 Use of Vault	25.00	43.00	-18.00	172.00%	8.00
210-4-12-10-020.004 Recording Fees	55,000.00	51,426.00	3,574.00	93.50%	6,392.00
210-4-12-10-020.010 Printing and Duplication	1,000.00	257.00	743.00	25.70%	17.00
210-4-12-10-020.011 Online Land Records	150.00	759.50	-609.50	506.33%	89.25
210-4-12-10-020.013 Sale of Certified Copy	1,000.00	1,410.00	-410.00	141.00%	80.00
210-4-12-10-020.023 Records Preservation	15,000.00	18,670.00	-3,670.00	124.47%	2,324.00
210-4-12-10-030.001 Liquor Licenses	2,500.00	2,125.00	375.00	85.00%	760.00
210-4-12-10-030.002 Hunting and Fishing	10.00	5.00	5.00	50.00%	0.00
210-4-12-10-030.003 Marriage Licenses	250.00	480.00	-230.00	192.00%	60.00
210-4-12-10-030.004 Animal Licenses	3,000.00	3,382.00	-382.00	112.73%	554.00
210-4-12-10-030.005 Green Mountain Passport	100.00	110.00	-10.00	110.00%	10.00
210-4-12-10-030.006 DMV Registrations	0.00	45.00	-45.00	100.00%	0.00
Total Clerk Revenue	78,035.00	78,712.50	-677.50	100.87%	10,294.25
210-4-14-10 Information Technology					
Total Information Technology	0.00	0.00	0.00	0.00%	0.00
210-4-16 ComDev Revenues					
210-4-16-10-020.016 Bike Locker Rental Revenu	0.00	45.00	-45.00	100.00%	0.00
210-4-16-10-030.008 License and Zoning Fees	75,000.00	26,958.13	48,041.87	35.94%	8,035.00
Total ComDev Revenues	75,000.00	27,003.13	47,996.87	36.00%	8,035.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-4-17 EconDev Revenues					
Total EconDev Revenues	0.00	0.00	0.00	0.00%	0.00
210-4-25 Fire Revenues					
210-4-25-10-098.000 Misc Revenue	0.00	10.00	-10.00	100.00%	0.00
Total Fire Revenues	0.00	10.00	-10.00	100.00%	0.00
210-4-30 EJPJ Revenues					
210-4-30-10-020.000 Charges for Services	8,670.00	340.00	8,330.00	3.92%	0.00
210-4-30-12-091.000 Transfer btwn funds (non-	1,500.00	1,500.00	0.00	100.00%	750.00
Total EJPJ Revenues	10,170.00	1,840.00	8,330.00	18.09%	750.00
210-4-35 Library Revenues					
210-4-35-10-040.000 Federal Grant Revenue	0.00	683.80	-683.80	100.00%	0.00
210-4-35-10-041.000 State and Other Grant Rev	0.00	350.00	-350.00	100.00%	0.00
210-4-35-10-098.000 Misc Revenue	900.00	1,030.25	-130.25	114.47%	110.00
Total Library Revenues	900.00	2,064.05	-1,164.05	229.34%	110.00
210-4-40 PW Revenues					
210-4-40-12-020.017 EV Charger	0.00	2,725.70	-2,725.70	100.00%	327.41
210-4-40-12-040.834 Emerald Ash Borer	0.00	18,320.00	-18,320.00	100.00%	0.00
210-4-40-12-042.006 State Aid to Highways	125,000.00	133,147.46	-8,147.46	106.52%	31,555.88
210-4-40-12-098.000 Misc Revenue	2,500.00	3,522.40	-1,022.40	140.90%	170.00
Total PW Revenues	127,500.00	157,715.56	-30,215.56	123.70%	32,053.29
210-4-41 Building Revenues					
210-4-41-22-040.000 Federal Grant Revenue	0.00	5,000.00	-5,000.00	100.00%	0.00
Total Building Revenues	0.00	5,000.00	-5,000.00	100.00%	0.00
210-4-90-00 Other Sources and Uses					
210-4-90-00-050.000 Library Donation Revenue	0.00	8,154.76	-8,154.76	100.00%	1,670.00
210-4-90-00-640.201 Adult Collection replacem	0.00	1,262.00	-1,262.00	100.00%	19.00
210-4-90-00-640.202 Juvenile Collection repl	0.00	827.00	-827.00	100.00%	0.00
Total Other Sources and Uses	0.00	10,243.76	-10,243.76	100.00%	1,689.00
Total Revenue	12,419,241.00	12,439,892.91	-20,651.91	100.17%	241,834.17
Total Revenues	12,419,241.00	12,439,892.91	-20,651.91	100.17%	241,834.17

210-5-10-10 Administration

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-5-10-10-110.000 Regular Salaries	362,725.00	294,567.56	68,157.44	81.21%	28,186.18
210-5-10-10-210.000 Group Insurance	136,610.00	96,742.36	39,867.64	70.82%	11,040.00
210-5-10-10-220.000 Social Security	27,952.00	22,234.33	5,717.67	79.54%	2,115.30
210-5-10-10-225.000 Act 76 Childcare Tax	1,206.00	846.76	359.24	70.21%	63.30
210-5-10-10-230.000 Retirement	32,789.00	26,582.89	6,206.11	81.07%	2,536.74
210-5-10-10-290.000 Other Employee Benefits	6,178.00	3,300.00	2,878.00	53.42%	0.00
210-5-10-10-320.000 Legal Services	35,500.00	11,352.00	24,148.00	31.98%	0.00
210-5-10-10-330.000 Professional Services	51,507.00	25,693.61	25,813.39	49.88%	8,694.98
210-5-10-10-340.000 Technical Services	0.00	751.52	-751.52	100.00%	0.00
210-5-10-10-442.000 Rental Vehicles/Equip	5,784.00	3,369.45	2,414.55	58.25%	165.54
210-5-10-10-500.000 Training, Conf, Dues	8,174.00	4,383.94	3,790.06	53.63%	1,863.92
210-5-10-10-505.000 Tech. Subs, Licenses	16,471.00	14,764.39	1,706.61	89.64%	777.87
210-5-10-10-530.000 Communications	3,348.00	3,218.41	129.59	96.13%	37.43
210-5-10-10-540.000 Advertising	20,475.00	13,539.54	6,935.46	66.13%	1,304.00
210-5-10-10-550.000 Printing and Binding	5,000.00	4,435.79	564.21	88.72%	4,435.79
210-5-10-10-560.000 Postage	9,590.00	9,059.56	530.44	94.47%	2,532.25
210-5-10-10-580.000 Travel	2,000.00	606.53	1,393.47	30.33%	0.00
210-5-10-10-610.000 General Supplies	3,000.00	2,212.41	787.59	73.75%	152.96
210-5-10-10-755.000 Furniture and Fixtures	1,000.00	0.00	1,000.00	0.00%	0.00
210-5-10-10-845.000 Employee/Volunteer Recogn	6,000.00	246.10	5,753.90	4.10%	0.00
210-5-10-10-850.000 Community Events and Cele	0.00	8.03	-8.03	100.00%	8.03
Total Administration	735,309.00	537,915.18	197,393.82	73.15%	63,914.29
210-5-11-10 Legislative					
210-5-11-10-190.000 Board Member Payments	11,800.00	4,200.00	7,600.00	35.59%	100.00
210-5-11-10-190.001 City Council Payments	12,500.00	9,375.00	3,125.00	75.00%	0.00
210-5-11-10-220.000 Social Security	956.00	717.15	238.85	75.02%	0.00
210-5-11-10-225.000 Act 76 Childcare Tax	41.00	30.90	10.10	75.37%	0.00
210-5-11-10-320.000 Legal Services	3,600.00	0.00	3,600.00	0.00%	0.00
210-5-11-10-330.000 Professtional Services	28,739.00	16,938.54	11,800.46	58.94%	210.12
210-5-11-10-500.000 Training, Conferences, Du	18,364.00	16,518.38	1,845.62	89.95%	300.00
210-5-11-10-540.000 Advertising	900.00	797.16	102.84	88.57%	0.00
210-5-11-10-580.000 Travel	250.00	0.00	250.00	0.00%	0.00
210-5-11-10-610.000 General Supplies	2,000.00	562.24	1,437.76	28.11%	267.02
210-5-11-10-831.000 Special or New Programs	20,000.00	4,583.33	15,416.67	22.92%	0.00
Total Legislative	99,150.00	53,722.70	45,427.30	54.18%	877.14
210-5-12-10 Clerk					
210-5-12-10-110.000 Regular Salaries	151,619.00	123,566.38	28,052.62	81.50%	11,591.80
210-5-12-10-120.000 Part Time Salaries	10,024.00	0.00	10,024.00	0.00%	0.00
210-5-12-10-130.000 Overtime	470.00	862.62	-392.62	183.54%	499.93
210-5-12-10-210.000 Group Insurance	37,371.00	50,120.23	-12,749.23	134.12%	5,086.50
210-5-12-10-220.000 Social Security	12,682.00	9,765.29	2,916.71	77.00%	946.32
210-5-12-10-225.000 Act 76 Childcare Tax	547.00	389.48	157.52	71.20%	37.64
210-5-12-10-230.000 Retirement	15,172.00	12,180.24	2,991.76	80.28%	1,196.19
210-5-12-10-290.000 Other Employee Benefits	800.00	400.00	400.00	50.00%	0.00
210-5-12-10-330.000 Professional Services	486.00	461.14	24.86	94.88%	55.90
210-5-12-10-430.000 R&M Vehicles & Equipment	50.00	0.00	50.00	0.00%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-5-12-10-500.000 Training Conf Dues	2,000.00	1,875.80	124.20	93.79%	35.00
210-5-12-10-505.000 Tech. Subs Licenses	4,300.00	3,641.40	658.60	84.68%	364.14
210-5-12-10-550.000 Printing and Binding	1,500.00	727.39	772.61	48.49%	0.00
210-5-12-10-560.000 Postage	400.00	396.10	3.90	99.03%	0.00
210-5-12-10-570.023 Records Preservation	15,000.00	14,285.36	714.64	95.24%	0.00
210-5-12-10-580.000 Travel	500.00	618.47	-118.47	123.69%	0.00
210-5-12-10-610.000 General Supplies	2,000.00	1,254.11	745.89	62.71%	368.69
210-5-12-10-820.000 Elections	14,000.00	3,068.95	10,931.05	21.92%	1,401.97
Total Clerk	268,921.00	223,612.96	45,308.04	83.15%	21,584.08
210-5-13-10 Finance					
210-5-13-10-110.000 Regular Salaries	292,962.00	234,609.03	58,352.97	80.08%	22,412.44
210-5-13-10-190.000 Board Member Payments	1,400.00	250.00	1,150.00	17.86%	50.00
210-5-13-10-210.000 Group Insurance	59,140.00	64,013.70	-4,873.70	108.24%	6,928.96
210-5-13-10-220.000 Social Security	25,436.00	19,501.21	5,934.79	76.67%	1,841.03
210-5-13-10-225.000 Act 76 Childcare Tax	1,097.00	744.55	352.45	67.87%	71.49
210-5-13-10-230.000 Retirement	30,634.00	22,333.33	8,300.67	72.90%	2,165.28
210-5-13-10-250.000 Unemployment Insurance	4,608.00	10,389.24	-5,781.24	225.46%	0.00
210-5-13-10-260.000 Workers Comp Insurance	39,043.00	35,706.06	3,336.94	91.45%	11,524.72
210-5-13-10-290.000 Other Employee Benefits	1,600.00	1,200.00	400.00	75.00%	0.00
210-5-13-10-330.000 Professional Services	14,388.00	7,781.00	6,607.00	54.08%	193.56
210-5-13-10-335.000 Audit	18,412.00	15,870.96	2,541.04	86.20%	0.00
210-5-13-10-500.000 Training, Conf, Dues	1,758.00	655.00	1,103.00	37.26%	0.00
210-5-13-10-505.000 Tech. Subs, Licenses	22,754.00	15,383.67	7,370.33	67.61%	404.00
210-5-13-10-520.000 PACIF Insurance	99,922.00	96,218.42	3,703.58	96.29%	25,031.78
210-5-13-10-550.000 Printing and Binding	3,883.00	2,883.51	999.49	74.26%	0.00
210-5-13-10-560.000 Postage	2,800.00	2,054.01	745.99	73.36%	0.00
210-5-13-10-580.000 Travel	1,140.00	408.30	731.70	35.82%	0.00
210-5-13-10-610.000 General Supplies	800.00	249.77	550.23	31.22%	0.00
Total Finance	621,777.00	530,231.76	91,525.24	85.28%	70,623.26
210-5-14-10 Information Technology					
210-5-14-10-330.000 Professional Services	140,016.00	111,726.00	28,290.00	79.80%	10,435.60
210-5-14-10-432.000 R&M Technology	5,000.00	0.00	5,000.00	0.00%	0.00
210-5-14-10-505.000 Tech. Subs, Licenses	41,785.00	44,233.21	-2,448.21	105.86%	3,365.00
210-5-14-10-735.000 Tech: Equip/Hardware	24,750.00	21,028.15	3,721.85	84.96%	0.00
Total Information Technology	211,551.00	176,987.36	34,563.64	83.66%	13,800.60
210-5-15-10 Assessing					
210-5-15-10-330.000 Professional Services	94,575.00	70,931.25	23,643.75	75.00%	0.00
210-5-15-10-505.000 Tech. Subs, Licenses	1,500.00	530.45	969.55	35.36%	0.00
Total Assessing	96,075.00	71,461.70	24,613.30	74.38%	0.00
210-5-16-10 Community Development					
210-5-16-10-110.000 Regular Salaries	225,773.00	183,219.35	42,553.65	81.15%	17,306.26
210-5-16-10-190.000 Board member Payments	9,600.00	5,900.00	3,700.00	61.46%	200.00

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
210-5-16-10-210.000 Group Insurance	59,616.00	80,564.63	-20,948.63	135.14%	7,859.48
210-5-16-10-220.000 Social Security	18,624.00	14,899.92	3,724.08	80.00%	1,373.70
210-5-16-10-225.000 Act 76 Childcare Tax	803.00	557.90	245.10	69.48%	51.57
210-5-16-10-230.000 Retirement	19,374.00	15,432.60	3,941.40	79.66%	1,469.01
210-5-16-10-290.000 Other Employee Benefits	1,200.00	400.00	800.00	33.33%	0.00
210-5-16-10-320.000 Legal Services	17,000.00	22,086.52	-5,086.52	129.92%	0.00
210-5-16-10-330.000 Professional Services	23,560.00	13,173.20	10,386.80	55.91%	3,144.61
210-5-16-10-500.000 Training, Conf, Dues	4,630.00	4,447.91	182.09	96.07%	634.00
210-5-16-10-505.000 Tech. Subs., Licenses	600.00	0.00	600.00	0.00%	0.00
210-5-16-10-530.000 Communications	1,080.00	0.00	1,080.00	0.00%	0.00
210-5-16-10-540.000 Advertising	2,600.00	780.52	1,819.48	30.02%	70.72
210-5-16-10-550.000 Printing and Binding	3,000.00	640.75	2,359.25	21.36%	0.00
210-5-16-10-560.000 Postage	2,350.00	23.90	2,326.10	1.02%	11.95
210-5-16-10-580.000 Travel	5,800.00	1,161.70	4,638.30	20.03%	100.00
210-5-16-10-610.000 General Supplies	3,000.00	849.61	2,150.39	28.32%	222.50
210-5-16-10-810.111 BWAC	10,000.00	4,412.71	5,587.29	44.13%	0.00
210-5-16-10-890.000 Federal Grant Expenditure	0.00	900.00	-900.00	100.00%	900.00
210-5-16-10-895.000 State and Other Grant Exp	0.00	9,862.11	-9,862.11	100.00%	8,024.61
210-5-16-10-899.000 Matching Grant Funds	17,000.00	8,592.17	8,407.83	50.54%	4,076.77
Total Community Development	425,610.00	367,905.50	57,704.50	86.44%	45,445.18
210-5-17-10 Economic Development					
Total Economic Development	0.00	0.00	0.00	0.00%	0.00
210-5-18-10 Health & Human Services					
210-5-18-10-800.106 Essex Rescue	207,140.00	207,140.40	-0.40	100.00%	0.00
210-5-18-10-800.107 Essex Jct. Cemetery Assoc	20,000.00	20,000.00	0.00	100.00%	0.00
210-5-18-10-800.108 Essex Police Dept	3,008,353.00	2,256,264.75	752,088.25	75.00%	0.00
Total Health & Human Services	3,235,493.00	2,483,405.15	752,087.85	76.76%	0.00
210-5-19-10 County & Regional Functio					
210-5-19-10-800.101 CCRPC	19,712.00	14,162.00	5,550.00	71.84%	0.00
210-5-19-10-800.102 GMT	311,638.00	284,593.00	27,045.00	91.32%	71,148.25
210-5-19-10-800.103 County Tax	73,911.00	43,114.75	30,796.25	58.33%	0.00
210-5-19-10-800.104 Chamber of Commerce	995.00	995.00	0.00	100.00%	0.00
210-5-19-10-800.105 GBIC	3,750.00	3,750.00	0.00	100.00%	0.00
210-5-19-10-800.109 Winooski Valley Park Dist	33,895.00	33,895.00	0.00	100.00%	0.00
210-5-19-10-800.110 Essex Comm Historical Soc	2,000.00	2,000.00	0.00	100.00%	0.00
Total County & Regional Functio	445,901.00	382,509.75	63,391.25	85.78%	71,148.25
210-5-25-10 Fire					
210-5-25-10-120.000 Part Time Salaries	315,000.00	203,493.25	111,506.75	64.60%	16,236.18
210-5-25-10-210.000 Group Insurance	3,400.00	2,547.50	852.50	74.93%	210.00
210-5-25-10-220.000 Social Security	24,098.00	15,613.62	8,484.38	64.79%	1,242.09
210-5-25-10-225.000 Act 76 Childcare Tax	1,040.00	669.21	370.79	64.35%	68.95
210-5-25-10-260.000 Workers Comp Insurance	20,000.00	18,611.00	1,389.00	93.06%	3,688.50

GENERAL FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-5-25-10-290.000 Other Employee Benefits	1,000.00	864.00	136.00	86.40%	216.00
210-5-25-10-330.000 Professional Services	6,000.00	4,773.00	1,227.00	79.55%	1,752.00
210-5-25-10-430.000 R&M Vehicles & Equipment	25,000.00	28,478.98	-3,478.98	113.92%	2,570.98
210-5-25-10-500.000 Training, Conf, Dues	7,000.00	2,916.23	4,083.77	41.66%	435.00
210-5-25-10-505.000 Tech. Subs, Licenses	8,000.00	6,861.10	1,138.90	85.76%	0.00
210-5-25-10-521.000 Insurance Deductibles	0.00	1,000.00	-1,000.00	100.00%	0.00
210-5-25-10-530.000 Communications	4,500.00	600.80	3,899.20	13.35%	60.08
210-5-25-10-570.000 Other Purchased Services	11,000.00	6,540.34	4,459.66	59.46%	98.40
210-5-25-10-610.000 General Supplies	4,000.00	3,715.76	284.24	92.89%	3.70
210-5-25-10-611.000 Small Tools and Equipment	45,000.00	24,080.00	20,920.00	53.51%	0.00
210-5-25-10-612.000 Uniforms	32,000.00	3,483.40	28,516.60	10.89%	1,490.59
210-5-25-10-613.000 Program Supplies	7,500.00	3,263.85	4,236.15	43.52%	525.04
210-5-25-10-626.000 Gasoline	6,500.00	3,882.51	2,617.49	59.73%	353.35
210-5-25-10-750.000 Machinery & Equipment	22,000.00	21,603.82	396.18	98.20%	687.75
Total Fire	543,038.00	352,998.37	190,039.63	65.00%	29,638.61
210-5-30-10 EJP Administration					
210-5-30-10-110.000 Regular Salaries	436,934.00	384,820.02	52,113.98	88.07%	32,250.31
210-5-30-10-120.000 Part Time Salaries	0.00	1,561.69	-1,561.69	100.00%	0.00
210-5-30-10-130.000 Overtime	0.00	62.28	-62.28	100.00%	0.00
210-5-30-10-210.000 Group Insurance	217,195.00	187,820.45	29,374.55	86.48%	17,176.25
210-5-30-10-220.000 Social Security	33,731.00	30,317.82	3,413.18	89.88%	2,596.33
210-5-30-10-225.000 Act 76 Childcare Tax	1,455.00	1,111.63	343.37	76.40%	99.72
210-5-30-10-230.000 Retirement	33,819.00	31,006.18	2,812.82	91.68%	2,952.58
210-5-30-10-290.000 Other Employee Benefits	2,400.00	2,800.00	-400.00	116.67%	0.00
210-5-30-10-330.000 Professional Services	11,764.00	8,242.00	3,522.00	70.06%	25.00
210-5-30-10-442.000 Rental Vehicles/Equip	1,776.00	1,494.00	282.00	84.12%	149.40
210-5-30-10-500.000 Training, Conf, Dues	2,873.00	2,314.00	559.00	80.54%	0.00
210-5-30-10-530.000 Communications	2,160.00	1,755.00	405.00	81.25%	135.00
210-5-30-10-561.000 CC Processing Fees	200.00	21.42	178.58	10.71%	0.00
210-5-30-10-610.000 General Supplies	15,000.00	9,030.52	5,969.48	60.20%	2,178.39
210-5-30-10-832.000 Scholarships	4,000.00	0.00	4,000.00	0.00%	0.00
210-5-30-10-850.000 Community Events & Celebr	0.00	4,418.19	-4,418.19	100.00%	0.00
210-5-30-10-910.000 Transfer to Other Funds	17,500.00	17,500.00	0.00	100.00%	0.00
Total EJP Administration	780,807.00	684,275.20	96,531.80	87.64%	57,562.98
210-5-30-12 EJP Parks and Facilities					
210-5-30-12-110.000 Regular Salaries	129,489.00	108,373.67	21,115.33	83.69%	9,968.92
210-5-30-12-120.000 Part Time Salaries	66,335.00	46,105.57	20,229.43	69.50%	4,060.91
210-5-30-12-130.000 Overtime	0.00	1,075.44	-1,075.44	100.00%	0.00
210-5-30-12-210.000 Group Insurance	64,535.00	61,157.53	3,377.47	94.77%	5,999.66
210-5-30-12-220.000 Social Security	15,082.00	11,760.87	3,321.13	77.98%	1,051.94
210-5-30-12-225.000 Act 76 Childcare Tax	651.00	467.57	183.43	71.82%	42.80
210-5-30-12-230.000 Retirement	12,484.00	10,159.42	2,324.58	81.38%	954.92
210-5-30-12-290.000 Other Employee Benefits	800.00	800.00	0.00	100.00%	0.00
210-5-30-12-330.000 Professional Services	16,049.00	14,786.54	1,262.46	92.13%	1,435.00
210-5-30-12-431.000 R&M Buildings & Grounds	11,577.00	6,435.96	5,141.04	55.59%	202.99
210-5-30-12-441.000 Rental Land/Buildings	500.00	500.00	0.00	100.00%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-5-30-12-442.000 Rental Vehicles/Equip	2,207.00	1,237.50	969.50	56.07%	0.00
210-5-30-12-500.000 Training, Conf, Dues	2,000.00	0.00	2,000.00	0.00%	0.00
210-5-30-12-505.000 Tech. Subs, Licenses	0.00	1,955.28	-1,955.28	100.00%	0.00
210-5-30-12-530.000 Communications	1,080.00	900.00	180.00	83.33%	90.00
210-5-30-12-610.000 General Supplies	27,681.00	18,093.13	9,587.87	65.36%	445.20
210-5-30-12-626.000 Gasoline	4,500.00	2,426.46	2,073.54	53.92%	171.13
Total EJR Park and Facilities	354,970.00	286,234.94	68,735.06	80.64%	24,423.47
210-5-30-13 Adult Programs					
210-5-30-13-530.000 Communications	0.00	289.77	-289.77	100.00%	52.35
Total Adult Programs	0.00	289.77	-289.77	100.00%	52.35
210-5-35-10 Brownell Library					
210-5-35-10-110.000 Regular Salaries	475,410.00	383,999.50	91,410.50	80.77%	36,514.68
210-5-35-10-120.000 Part Time Salaries	146,132.00	111,958.60	34,173.40	76.61%	10,420.08
210-5-35-10-190.000 Board Member Payments	2,200.00	1,400.00	800.00	63.64%	300.00
210-5-35-10-210.000 Group Insurance	188,643.00	159,610.77	29,032.23	84.61%	19,894.57
210-5-35-10-220.000 Social Security	47,904.00	37,655.63	10,248.37	78.61%	3,543.11
210-5-35-10-225.000 Act 76 Childcare Tax	2,066.00	1,541.33	524.67	74.60%	144.93
210-5-35-10-230.000 Retirement	44,755.00	35,777.69	8,977.31	79.94%	3,410.63
210-5-35-10-290.000 Other Employee Benefits	2,800.00	2,000.00	800.00	71.43%	0.00
210-5-35-10-340.000 Technical Services	3,000.00	2,426.57	573.43	80.89%	232.57
210-5-35-10-442.000 Rental Vehicles/Equip	3,936.00	3,280.00	656.00	83.33%	328.00
210-5-35-10-500.000 Training, Conf, Dues	6,000.00	5,007.90	992.10	83.47%	2,575.90
210-5-35-10-505.000 Tech. Subs, Licenses	14,797.00	12,816.25	1,980.75	86.61%	159.46
210-5-35-10-530.000 Communications	2,160.00	1,800.00	360.00	83.33%	180.00
210-5-35-10-540.000 Advertising	700.00	0.00	700.00	0.00%	0.00
210-5-35-10-560.000 Postage	3,000.00	1,709.33	1,290.67	56.98%	644.37
210-5-35-10-610.000 General Supplies	11,200.00	8,356.31	2,843.69	74.61%	1,555.61
210-5-35-10-640.201 Adult Collection	46,000.00	37,680.17	8,319.83	81.91%	6,660.94
210-5-35-10-640.202 Juvenile Collection	25,500.00	16,302.25	9,197.75	63.93%	403.04
210-5-35-10-735.000 Tech: Equip/Hardware	7,000.00	4,500.00	2,500.00	64.29%	-212.07
210-5-35-10-755.000 Furniture & Fixtures	7,000.00	3,337.73	3,662.27	47.68%	0.00
210-5-35-10-840.201 Adult Programs	2,000.00	1,179.76	820.24	58.99%	411.15
210-5-35-10-840.202 Childrens Programs	4,500.00	4,375.27	124.73	97.23%	303.75
210-5-35-10-845.000 Employee/Volunteer Recogn	1,000.00	476.56	523.44	47.66%	419.80
210-5-35-10-890.000 Federal Grant Expenditure	0.00	683.80	-683.80	100.00%	17.66
210-5-35-10-895.000 State and Other Grant Exp	0.00	350.00	-350.00	100.00%	0.00
Total Brownell Library	1,047,703.00	838,225.42	209,477.58	80.01%	87,908.18
210-5-40-12 Highways					
210-5-40-12-110.000 Regular Salaries	218,526.00	140,291.00	78,235.00	64.20%	13,676.75
210-5-40-12-120.000 Part Time Salaries	33,920.00	39,273.90	-5,353.90	115.78%	3,264.00
210-5-40-12-130.000 Overtime	21,342.00	12,492.65	8,849.35	58.54%	727.08
210-5-40-12-190.000 Board Member Payments	3,000.00	200.00	2,800.00	6.67%	50.00
210-5-40-12-210.000 Group Insurance	124,748.00	56,355.45	68,392.55	45.18%	6,475.65
210-5-40-12-220.000 Social Security	21,341.00	14,977.92	6,363.08	70.18%	1,362.34

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-40-12-225.000 Act 76 Childcare Tax	921.00	549.79	371.21	59.69%	47.45
210-5-40-12-230.000 Retirement	21,732.00	16,161.28	5,570.72	74.37%	1,570.87
210-5-40-12-250.000 Unemployment Insurance	204.00	393.51	-189.51	192.90%	0.00
210-5-40-12-260.000 Workers Comp Insurance	15,663.00	15,990.02	-327.02	102.09%	4,392.51
210-5-40-12-290.000 Other Employee Benefits	1,600.00	1,200.00	400.00	75.00%	0.00
210-5-40-12-330.000 Professional Services	20,000.00	11,042.43	8,957.57	55.21%	2,017.50
210-5-40-12-400.000 Contracted Services	0.00	800.00	-800.00	100.00%	0.00
210-5-40-12-410.000 Water and Sewer Charges	3,800.00	2,133.21	1,666.79	56.14%	0.00
210-5-40-12-422.000 Snow Removal	25,000.00	23,920.00	1,080.00	95.68%	0.00
210-5-40-12-425.000 Trash Removal	9,500.00	9,874.08	-374.08	103.94%	921.04
210-5-40-12-430.000 R&M Vehicles & Equipment	120,000.00	130,208.56	-10,208.56	108.51%	14,142.51
210-5-40-12-431.000 R&M Buildings & Grounds	10,000.00	5,438.79	4,561.21	54.39%	-16,014.67
210-5-40-12-441.000 Rental Land/Buildings	13,000.00	10,399.16	2,600.84	79.99%	0.00
210-5-40-12-442.000 Rental Vehicles/Equip	3,000.00	1,199.00	1,801.00	39.97%	70.40
210-5-40-12-451.000 Summer Construction Servi	310,000.00	198,844.92	111,155.08	64.14%	8,538.50
210-5-40-12-500.000 Training, Conf, Dues	3,500.00	0.00	3,500.00	0.00%	0.00
210-5-40-12-505.000 Tech. Subs, Licenses	0.00	11,719.59	-11,719.59	100.00%	151.60
210-5-40-12-520.000 PACIF Insurance	17,264.00	17,399.47	-135.47	100.78%	4,714.17
210-5-40-12-521.000 Insurance Deductibles	1,000.00	2,000.00	-1,000.00	200.00%	1,000.00
210-5-40-12-530.000 Communications	5,340.00	3,096.98	2,243.02	58.00%	413.15
210-5-40-12-540.000 Advertising	500.00	847.08	-347.08	169.42%	263.12
210-5-40-12-571.000 Streetscape Maintenance	25,000.00	1,365.67	23,634.33	5.46%	0.00
210-5-40-12-572.000 Traffic Control	35,000.00	7,125.31	27,874.69	20.36%	0.00
210-5-40-12-573.000 Sidewalk and Curb Maint	6,000.00	0.00	6,000.00	0.00%	0.00
210-5-40-12-600.000 Salt, Sand and Gravel	165,000.00	218,248.32	-53,248.32	132.27%	69,158.23
210-5-40-12-605.000 Summer Construction Suppl	45,000.00	20,534.27	24,465.73	45.63%	4,466.80
210-5-40-12-609.000 Safety Supplies	3,000.00	937.73	2,062.27	31.26%	396.41
210-5-40-12-610.000 General Supplies	35,000.00	32,558.64	2,441.36	93.02%	2,743.20
210-5-40-12-610.200 Streetlight Supplies	20,000.00	13,404.40	6,595.60	67.02%	4,586.46
210-5-40-12-612.000 Uniforms	3,400.00	3,192.49	207.51	93.90%	179.95
210-5-40-12-621.000 Natural Gas/Heating	4,200.00	4,661.86	-461.86	111.00%	561.14
210-5-40-12-622.000 Electricity	25,000.00	11,084.35	13,915.65	44.34%	1,185.75
210-5-40-12-622.200 Streetlight Electricity	142,000.00	124,773.62	17,226.38	87.87%	14,110.48
210-5-40-12-626.000 Gasoline	50,000.00	34,718.01	15,281.99	69.44%	4,051.65
210-5-40-12-735.000 Tech: Equip/Hardware	0.00	208.00	-208.00	100.00%	0.00
210-5-40-12-750.000 Machinery & Equipment	10,000.00	2,274.00	7,726.00	22.74%	0.00
210-5-40-12-810.112 Tree Advisory Committee	10,000.00	1,055.22	8,944.78	10.55%	84.42
Total Highways	1,583,501.00	1,202,950.68	380,550.32	75.97%	149,308.46

210-5-41 Buildings

210-5-41-20 2 Lincoln Street

210-5-41-20-400.000 Contracted Services	6,000.00	3,760.72	2,239.28	62.68%	70.44
210-5-41-20-410.000 Water and Sewer Charges	1,700.00	630.97	1,069.03	37.12%	0.00
210-5-41-20-420.000 Cleaning Services	18,000.00	13,669.84	4,330.16	75.94%	1,365.00
210-5-41-20-425.000 Trash Removal	4,000.00	3,080.97	919.03	77.02%	342.33
210-5-41-20-431.000 R&M Buildings & Grounds	8,000.00	4,300.95	3,699.05	53.76%	359.32
210-5-41-20-505.000 Tech. Subs, Licenses	0.00	814.70	-814.70	100.00%	0.00
210-5-41-20-530.000 Communications	7,000.00	5,758.83	1,241.17	82.27%	879.26
210-5-41-20-610.000 General Supplies	3,500.00	1,399.92	2,100.08	40.00%	163.84

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-5-41-20-621.000 Natural Gas/Heating	6,000.00	4,124.60	1,875.40	68.74%	500.53
210-5-41-20-622.000 Electricity	9,000.00	10,564.96	-1,564.96	117.39%	734.34
210-5-41-20-755.000 Furniture and Fixtures	500.00	0.00	500.00	0.00%	0.00
Total 2 Lincoln Street	63,700.00	48,106.46	15,593.54	75.52%	4,415.06
210-5-41-21 Brownell Library					
210-5-41-21-400.000 Contracted Services	6,350.00	6,480.83	-130.83	102.06%	181.30
210-5-41-21-410.000 Water and Sewer Charges	650.00	515.26	134.74	79.27%	0.00
210-5-41-21-420.000 Cleaning Services	42,000.00	29,675.00	12,325.00	70.65%	2,613.00
210-5-41-21-431.000 R&M Buildings & Grounds	21,650.00	25,993.42	-4,343.42	120.06%	125.77
210-5-41-21-530.000 Communications	4,470.00	3,469.16	1,000.84	77.61%	685.20
210-5-41-21-610.000 General Supplies	1,500.00	2,168.37	-668.37	144.56%	85.12
210-5-41-21-621.000 Natural Gas/Heating	7,200.00	7,773.75	-573.75	107.97%	885.48
210-5-41-21-622.000 Electricity	16,800.00	13,737.67	3,062.33	81.77%	842.80
Total Brownell Library	100,620.00	89,813.46	10,806.54	89.26%	5,418.67
210-5-41-22 Fire Station					
210-5-41-22-400.000 Contracted Services	850.00	2,241.09	-1,391.09	263.66%	0.00
210-5-41-22-410.000 Water and Sewer Charges	600.00	1,229.19	-629.19	204.87%	0.00
210-5-41-22-420.000 Cleaning Services	250.00	0.00	250.00	0.00%	0.00
210-5-41-22-431.000 R&M Buildings & Grounds	8,500.00	9,603.12	-1,103.12	112.98%	927.05
210-5-41-22-530.000 Communications	2,000.00	800.13	1,199.87	40.01%	130.36
210-5-41-22-610.000 General Supplies	1,500.00	541.55	958.45	36.10%	0.00
210-5-41-22-621.000 Natural Gas/Heating	5,000.00	5,001.09	-1.09	100.02%	448.46
210-5-41-22-622.000 Electricity	8,250.00	10,564.94	-2,314.94	128.06%	734.34
Total Fire Station	26,950.00	29,981.11	-3,031.11	111.25%	2,240.21
210-5-41-23 Park Street School					
210-5-41-23-400.000 Contracted Services	2,000.00	6,393.17	-4,393.17	319.66%	0.00
210-5-41-23-410.000 Water and Sewer Charges	1,500.00	734.44	765.56	48.96%	0.00
210-5-41-23-431.000 R&M Buildings & Grounds	15,000.00	21,101.67	-6,101.67	140.68%	0.00
210-5-41-23-530.000 Communications	2,500.00	2,134.31	365.69	85.37%	387.05
210-5-41-23-621.000 Natural Gas/Heating	3,900.00	3,296.35	603.65	84.52%	425.88
210-5-41-23-622.000 Electricity	5,900.00	3,288.84	2,611.16	55.74%	314.70
Total Park Street School	30,800.00	36,948.78	-6,148.78	119.96%	1,127.63
210-5-41-26 Maple St. Park and Pool					
210-5-41-26-400.000 Contracted Services	6,500.00	2,913.00	3,587.00	44.82%	0.00
210-5-41-26-410.000 Water and Sewer Charges	8,750.00	7,594.04	1,155.96	86.79%	0.00
210-5-41-26-420.000 Cleaning Services	35,000.00	30,401.92	4,598.08	86.86%	2,395.25
210-5-41-26-425.000 Trash Removal	4,900.00	5,176.96	-276.96	105.65%	519.46
210-5-41-26-431.000 R&M Buildings & Grounds	0.00	176.08	-176.08	100.00%	176.08
210-5-41-26-530.000 Communications	4,000.00	3,091.62	908.38	77.29%	560.10
210-5-41-26-610.000 General Supplies	6,500.00	21.43	6,478.57	0.33%	0.00
210-5-41-26-621.000 Natural Gas/Heating	7,000.00	6,409.07	590.93	91.56%	633.92
210-5-41-26-622.000 Electricity	38,000.00	30,238.69	7,761.31	79.58%	745.07

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-5-41-26-920.000 Transfer btwn Funds (Capi	30,000.00	0.00	30,000.00	0.00%	0.00
Total Maple St. Park and Pool	140,650.00	86,022.81	54,627.19	61.16%	5,029.88
210-5-41-27-431.000 R&M Buildings & Grounds	0.00	4,425.61	-4,425.61	100.00%	0.00
Total Buildings	362,720.00	295,298.23	67,421.77	81.41%	18,231.45
210-5-90-00 Transfers and Misc.					
210-5-90-00-640.201 Adult Collection replacem	0.00	1,425.28	-1,425.28	100.00%	104.54
210-5-90-00-640.202 Juvenile Collection repl	0.00	152.00	-152.00	100.00%	152.00
210-5-90-00-910.000 Transfer btwn Funds	7,811.00	2,209.42	5,601.58	28.29%	0.00
210-5-90-00-920.000 Transfer btwn funds (capi	1,107,959.00	1,107,959.00	0.00	100.00%	276,989.75
210-5-90-00-922.000 Contribution to FB/Reserv	5,000.00	0.00	5,000.00	0.00%	0.00
210-5-90-00-922.001 General Reserves	110,000.00	0.00	110,000.00	0.00%	0.00
210-5-90-00-991.000 Library Donation Expense	0.00	12,787.21	-12,787.21	100.00%	1,692.58
Total Transfers and Misc.	1,230,770.00	1,124,532.91	106,237.09	91.37%	278,938.87
210-5-95-00 Debt Service					
210-5-95-00-900.000 Transfer Between Town/Cit	188,738.00	141,553.50	47,184.50	75.00%	0.00
210-5-95-00-950.903 Capital Imp Principal	135,135.00	135,300.00	-165.00	100.12%	0.00
210-5-95-00-955.903 Capital Imp Interest	52,070.00	35,038.64	17,031.36	67.29%	0.00
Total Debt Service	375,943.00	311,892.14	64,050.86	82.96%	0.00
Total Expenditures	12,419,239.00	9,924,469.72	2,494,769.28	79.91%	933,457.17
Total GENERAL FUND	2.00	2,515,423.19	-2,515,425.19		-691,623.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
220-4-00-00-010.000 Property Taxes	112,000.00	113,280.34	-1,280.34	101.14%	0.00
220-4-00-00-060.000 Interest Income	0.00	20,857.58	-20,857.58	100.00%	0.00
Total Revenues	112,000.00	134,137.92	-22,137.92	119.77%	0.00
220-5-00-00-720.002 1 Main; Road Res-Q	0.00	13,685.60	-13,685.60	100.00%	10,100.60
220-5-00-00-890.836 Train Station	450,000.00	56,714.00	393,286.00	12.60%	0.00
220-5-00-00-899.000 Matching Grant Funds	450,000.00	860.15	449,139.85	0.19%	860.15
Total Expenditures	900,000.00	71,259.75	828,740.25	7.92%	10,960.75
Total ECONOMIC DEVELOPMENT FUND	-788,000.00	62,878.17	725,121.83	-7.98%	-10,960.75

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
221-4-00-00-060.000 Interest Income	0.00	88.63	-88.63	100.00%	0.00
Total Revenues	0.00	88.63	-88.63	100.00%	0.00
221-5-00-00-431.000 R&M Buildings & Grounds	0.00	3,361.42	-3,361.42	100.00%	0.00
Total Expenditures	0.00	3,361.42	-3,361.42	100.00%	0.00
Total MEMORIAL PARK FUND	0.00	-3,272.79	3,272.79	-100.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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Total Revenues	0.00	0.00	0.00	0.00%	0.00
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Total Expenditures	0.00	0.00	0.00	0.00%	0.00
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Total ARPA FUNDS	0.00	0.00	0.00	0.00%	0.00
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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
224-4-00-00-015.000 LOT Revenue	900,000.00	588,346.09	311,653.91	65.37%	0.00
224-4-00-00-060.000 Interest Income	0.00	18,539.01	-18,539.01	100.00%	0.00
Total Revenues	900,000.00	606,885.10	293,114.90	67.43%	0.00
224-5-00-00-330.000 Professional Services	0.00	17,750.00	-17,750.00	100.00%	2,250.00
224-5-00-00-570.000 Other Purchased Services	0.00	175.00	-175.00	100.00%	0.00
224-5-00-00-920.000 Transfer to Capital	800,000.00	800,000.00	0.00	100.00%	200,000.00
224-5-40-12-573.000 Sidewalk Improve/Repairs	225,000.00	29,820.00	195,180.00	13.25%	2,792.50
Total Expenditures	1,025,000.00	847,745.00	177,255.00	82.71%	205,042.50
Total LOCAL OPTION TAX	-125,000.00	-240,859.90	365,859.90	192.69%	-205,042.50

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
230-4-00-00 Revenue					
230-4-00-00-055.000 Contributions/Assessments	16,236.00	0.00	16,236.00	0.00%	0.00
230-4-00-00-060.000 Interest Income	0.00	38,302.69	-38,302.69	100.00%	0.00
230-4-00-00-092.000 Transfer to Capital	1,443,218.00	1,443,218.00	0.00	100.00%	360,804.50
Total Revenue	1,459,454.00	1,481,520.69	-22,066.69	101.51%	360,804.50
230-4-16-10-040.824 Cres. Connector					
230-4-16-10-040.824 Cres. Connector	0.00	40,769.74	-40,769.74	100.00%	0.00
Total Revenues	1,459,454.00	1,522,290.43	-62,836.43	104.31%	360,804.50
230-5-16-10-890.824 Cres. Connector					
230-5-16-10-890.824 Cres. Connector	0.00	127,387.52	-127,387.52	100.00%	3,645.00
230-5-40-10-720.002 Iroquois Ave Road and Wat					
230-5-40-10-720.002 Iroquois Ave Road and Wat	0.00	1,189,033.74	-1,189,033.74	100.00%	1,312.90
230-5-40-13-720.003 SW & Road West St to Susi					
230-5-40-13-720.003 SW & Road West St to Susi	1,218,188.00	107,002.19	1,111,185.81	8.78%	27,233.80
230-5-41-25-730.000 Public Works Facility					
230-5-41-25-730.000 Public Works Facility	0.00	20,214.85	-20,214.85	100.00%	0.00
Total Expenditures	1,218,188.00	1,443,638.30	-225,450.30	118.51%	32,191.70
Total GEN FUND CAP RESERVE	241,266.00	78,652.13	-319,918.13	32.60%	328,612.80

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
231-4-00-00-020.024 Vac Truck Rental	0.00	377.02	-377.02	100.00%	0.00
231-4-00-00-060.000 Interest Income	0.00	17,929.91	-17,929.91	100.00%	0.00
231-4-00-00-092.000 Transfer to Capital	300,638.00	300,638.00	0.00	100.00%	75,159.50
Total Revenues	300,638.00	318,944.93	-18,306.93	106.09%	75,159.50
231-5-25-10-751.007 Fire Command Vehicle	70,000.00	0.00	70,000.00	0.00%	0.00
231-5-40-12-751.001 Dump Truck #34	275,000.00	0.00	275,000.00	0.00%	0.00
Total Expenditures	345,000.00	0.00	345,000.00	0.00%	0.00
Total ROLLING STOCK FUND	-44,362.00	318,944.93	-274,582.93	-718.96%	75,159.50

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
232-4-00-00-060.000 Interest Income	0.00	19,402.96	-19,402.96	100.00%	0.00
232-4-00-00-092.000 Transfer to Capital	50,000.00	50,000.00	0.00	100.00%	12,500.00
232-4-00-00-098.000 Misc Revenue	0.00	1,000.00	-1,000.00	100.00%	0.00
Total Revenues	50,000.00	70,402.96	-20,402.96	140.81%	12,500.00
232-5-41-20-730.000 Buildings & Improvements	0.00	88,695.62	-88,695.62	100.00%	58,955.21
232-5-41-20-730.002 HVAC	0.00	2,337.00	-2,337.00	100.00%	2,337.00
232-5-41-20-890.832 2 Lincoln Street Renovati	0.00	566,302.06	-566,302.06	100.00%	514.25
232-5-41-21-730.001 Roof	0.00	4,580.00	-4,580.00	100.00%	0.00
Total Expenditures	0.00	661,914.68	-661,914.68	100.00%	61,806.46
Total BUILDING MAINT FUND	50,000.00	-591,511.72	541,511.72	-1,183.02%	-49,306.46

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
233-4-00-00-060.000 Interest Income	0.00	1,422.03	-1,422.03	100.00%	0.00
233-4-00-00-092.000 Transfer to Capital	114,103.00	114,103.00	0.00	100.00%	28,525.75
Total Revenues	114,103.00	115,525.03	-1,422.03	101.25%	28,525.75
233-5-00-00-730.002 Buildings & Facilities	55,000.00	0.00	55,000.00	0.00%	0.00
233-5-00-00-740.001 Landscaping	12,000.00	12,000.00	0.00	100.00%	0.00
233-5-00-00-740.002 Resurfacing	22,254.00	17,200.00	5,054.00	77.29%	0.00
233-5-00-00-740.005 Park Amenities	0.00	3,577.50	-3,577.50	100.00%	0.00
233-5-00-00-750.001 Maintenance Equipment	24,849.00	0.00	24,849.00	0.00%	0.00
Total Expenditures	114,103.00	32,777.50	81,325.50	28.73%	0.00
Total EJRP CAP RESERVE	0.00	82,747.53	-82,747.53	-100.00%	28,525.75

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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Total Revenues	0.00	0.00	0.00	0.00%	0.00
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Total LAND ACQUISITION FUND	0.00	0.00	0.00	0.00%	0.00
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WATER FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
254-4-54-20 Water Revenues					
254-4-54-20-021.000 Water User Fees	1,746,995.00	1,115,312.57	631,682.43	63.84%	660.00
254-4-54-20-021.001 Water Large User Fees	206,773.00	142,939.79	63,833.21	69.13%	14,577.76
254-4-54-20-024.000 Utility Connection Fees	3,000.00	1,200.00	1,800.00	40.00%	0.00
254-4-54-20-060.000 Interest Income	1,000.00	25,058.52	-24,058.52	2,505.85%	0.00
254-4-54-20-085.000 Penalties	5,000.00	7,954.35	-2,954.35	159.09%	52.91
254-4-54-20-098.000 Misc Revenue	150.00	0.00	150.00	0.00%	0.00
Total Water Revenues	1,962,918.00	1,292,465.23	670,452.77	65.84%	15,290.67
254-4-54-70 Nonoperating Revenues					
254-4-54-70-021.400 Water Passthrough - Globa	0.00	2,619,591.32	-2,619,591.32	100.00%	267,200.81
254-4-54-70-092.000 Transfer to Capital	560,000.00	560,000.00	0.00	100.00%	140,000.00
Total Nonoperating Revenues	560,000.00	3,179,591.32	-2,619,591.32	567.78%	407,200.81
Total Revenues	2,522,918.00	4,472,056.55	-1,949,138.55	177.26%	422,491.48

254-5-54-20 Operating Expenses

254-5-54-20-110.000 Regular Salaries	188,406.00	170,719.70	17,686.30	90.61%	14,153.68
254-5-54-20-130.000 Overtime	24,069.00	11,446.95	12,622.05	47.56%	365.36
254-5-54-20-210.000 Group Insurance	105,600.00	86,373.96	19,226.04	81.79%	7,633.31
254-5-54-20-220.000 Social Security	16,476.00	14,099.35	2,376.65	85.58%	1,171.98
254-5-54-20-225.000 Act 76 Childcare Tax	711.00	439.74	271.26	61.85%	43.76
254-5-54-20-230.000 Retirement	19,806.00	17,358.41	2,447.59	87.64%	1,396.29
254-5-54-20-250.000 Unemployment Insurance	180.00	138.29	41.71	76.83%	0.00
254-5-54-20-260.000 Workers Comp Insurance	7,913.00	5,353.28	2,559.72	67.65%	1,470.56
254-5-54-20-290.000 Other Employee Benefits	800.00	400.00	400.00	50.00%	0.00
254-5-54-20-320.000 Legal Services	0.00	627.00	-627.00	100.00%	0.00
254-5-54-20-330.000 Professional Services	3,121.00	1,762.25	1,358.75	56.46%	410.00
254-5-54-20-335.000 Audit	6,706.00	7,935.49	-1,229.49	118.33%	0.00
254-5-54-20-410.000 Water and Sewer Charges	200.00	115.76	84.24	57.88%	0.00
254-5-54-20-411.000 CWD Water Purchase	738,826.00	520,222.05	218,603.95	70.41%	50,645.74
254-5-54-20-430.000 R&M Vehicles & Equipment	7,000.00	1,643.55	5,356.45	23.48%	0.00
254-5-54-20-431.000 R&M Buildings & Grounds	1,000.00	0.00	1,000.00	0.00%	0.00
254-5-54-20-433.000 R&M Infrastructure	25,000.00	60,016.24	-35,016.24	240.06%	0.00
254-5-54-20-441.000 Rental Land/Buildings	150.00	0.00	150.00	0.00%	0.00
254-5-54-20-491.000 Administrative Fees	199,500.00	199,500.00	0.00	100.00%	49,875.00
254-5-54-20-500.000 Training, Conf, Dues	2,500.00	296.00	2,204.00	11.84%	48.00
254-5-54-20-505.000 Tech. Subs, Licenses	2,609.00	4,462.81	-1,853.81	171.05%	65.72
254-5-54-20-520.000 PACIF Insurance	7,216.00	6,983.66	232.34	96.78%	1,826.84
254-5-54-20-521.000 Insurance Deductibles	1,000.00	0.00	1,000.00	0.00%	0.00
254-5-54-20-530.000 Communications	3,580.00	1,184.42	2,395.58	33.08%	104.92
254-5-54-20-550.000 Printing and Binding	2,500.00	0.00	2,500.00	0.00%	0.00
254-5-54-20-560.000 Postage	3,800.00	3,024.33	775.67	79.59%	0.00
254-5-54-20-609.000 Safety Supplies	3,000.00	0.00	3,000.00	0.00%	0.00
254-5-54-20-610.000 General Supplies	7,000.00	6,015.10	984.90	85.93%	67.79
254-5-54-20-612.000 Uniforms	1,350.00	779.52	570.48	57.74%	0.00
254-5-54-20-614.000 Meters and Parts	6,000.00	115.99	5,884.01	1.93%	0.00

WATER FUND

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
254-5-54-20-621.000 Natural Gas/Heating	3,500.00	3,454.84	45.16	98.71%	414.23
254-5-54-20-622.000 Electricity	1,400.00	1,654.92	-254.92	118.21%	239.68
254-5-54-20-626.000 Gasoline	3,000.00	1,487.23	1,512.77	49.57%	153.92
254-5-54-20-735.000 Tech: Equip/Hardware	2,000.00	0.00	2,000.00	0.00%	0.00
254-5-54-20-750.000 Machinery & Equipment	7,000.00	0.00	7,000.00	0.00%	0.00
254-5-54-20-920.000 Transfer btwn funds (capi	560,000.00	560,000.00	0.00	100.00%	140,000.00
Total Operating Expenses	1,962,919.00	1,687,610.84	275,308.16	85.97%	270,086.78
254-5-54-70 NonOperating Expenses					
254-5-54-70-411.400 CWD Water Purchase - Glob	0.00	2,619,591.32	-2,619,591.32	100.00%	267,200.81
254-5-54-70-723.001 Railroad Ave Rd/Wtr Line	0.00	12,024.43	-12,024.43	100.00%	1,017.50
254-5-54-70-723.004 Main St Water Line	0.00	1,900.00	-1,900.00	100.00%	0.00
254-5-54-70-723.005 Iroquois Ave Water Line	0.00	278,278.30	-278,278.30	100.00%	0.00
254-5-54-70-723.006 Service Line Inventoy	0.00	1,995.23	-1,995.23	100.00%	0.00
254-5-54-70-723.007 SW & Road West St to Susi	14,223.00	0.00	14,223.00	0.00%	0.00
254-5-54-70-723.008 Waterline 235 Pearl to Su	528,354.00	0.00	528,354.00	0.00%	0.00
254-5-54-70-750.001 Meter Replacement Program	10,584.00	2,984.25	7,599.75	28.20%	0.00
254-5-54-70-750.002 New/Replacement Valves	50,000.00	0.00	50,000.00	0.00%	0.00
254-5-54-70-955.000 Bond Interest Expense	0.00	117,415.41	-117,415.41	100.00%	0.00
Total NonOperating Expenses	603,161.00	3,034,188.94	-2,431,027.94	503.05%	268,218.31
Total Expenditures	2,566,080.00	4,721,799.78	-2,155,719.78	184.01%	538,305.09
Total WATER FUND	-43,162.00	-249,743.23	292,905.23	578.62%	-115,813.61

WASTEWATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-4-55-30 Operating Revenue					
255-4-55-30-022.000 Sewer User Fees	1,243,935.00	801,561.59	442,373.41	64.44%	0.00
255-4-55-30-022.001 City: Septage Discharg	55,000.00	159,287.18	-104,287.18	289.61%	25,137.00
255-4-55-30-022.002 City: Leachate Revenue	1,000.00	1,130.43	-130.43	113.04%	151.50
255-4-55-30-025.001 Tri-Town: WWTF Charge - E	824,018.00	824,018.00	0.00	100.00%	206,004.50
255-4-55-30-025.002 Tri-Town: WWTF Charge - W	1,009,743.00	1,009,743.00	0.00	100.00%	252,435.75
255-4-55-30-025.003 Tri-Town: Septage	25,000.00	0.00	25,000.00	0.00%	0.00
255-4-55-30-025.004 Tri-Town: Leachate	100.00	0.00	100.00	0.00%	0.00
255-4-55-30-025.005 Tri-Town: Pump Station In	37,044.00	37,044.00	0.00	100.00%	9,261.00
255-4-55-30-060.000 Interest Income	0.00	69,891.43	-69,891.43	100.00%	0.00
255-4-55-30-085.000 Penalties	3,500.00	5,647.26	-2,147.26	161.35%	37.58
255-4-55-30-098.000 Misc Revenue	0.00	19,950.00	-19,950.00	100.00%	2,275.00
Total Operating Revenue	3,199,340.00	2,928,272.89	271,067.11	91.53%	495,302.33
255-4-55-70 Nonoperating Revenues					
255-4-55-70-041.000 State and Other Grant Rev	0.00	4,791.59	-4,791.59	100.00%	0.00
255-4-55-70-042.008 Essex Debt Payment	0.00	292,473.39	-292,473.39	100.00%	5,171.30
255-4-55-70-042.009 Williston Debt Payment	0.00	300,449.94	-300,449.94	100.00%	5,312.34
255-4-55-70-042.010 Essex Jct. Debt Payment	0.00	284,496.84	-284,496.84	100.00%	5,030.26
255-4-55-70-092.000 Transfer to Capital	480,000.00	480,000.00	0.00	100.00%	120,000.00
Total Nonoperating Revenues	480,000.00	1,362,211.76	-882,211.76	283.79%	135,513.90
Total Revenues	3,679,340.00	4,290,484.65	-611,144.65	116.61%	630,816.23
255-5-55-30 Operating Expenses					
255-5-55-30-110.000 Regular Salaries	530,187.00	398,431.07	131,755.93	75.15%	38,596.40
255-5-55-30-120.000 Part Time Salaries	8,880.00	3,404.00	5,476.00	38.33%	0.00
255-5-55-30-130.000 Overtime	49,944.00	32,414.14	17,529.86	64.90%	2,796.12
255-5-55-30-210.000 Group Insurance	176,434.00	100,170.46	76,263.54	56.78%	8,934.76
255-5-55-30-220.000 Social Security	47,742.00	34,686.30	13,055.70	72.65%	3,270.05
255-5-55-30-225.000 Act 76 Childcare Tax	2,059.00	1,295.77	763.23	62.93%	121.87
255-5-55-30-230.000 Retirement	52,849.00	39,723.38	13,125.62	75.16%	3,888.03
255-5-55-30-250.000 Unemployment Insurance	534.00	732.88	-198.88	137.24%	0.00
255-5-55-30-260.000 Workers Comp Insurance	25,152.00	15,677.49	9,474.51	62.33%	4,306.66
255-5-55-30-290.000 Other Employee Benefits	3,600.00	2,800.00	800.00	77.78%	0.00
255-5-55-30-320.000 Legal Services	3,000.00	162.50	2,837.50	5.42%	0.00
255-5-55-30-330.000 Professional Services	7,000.00	6,171.90	828.10	88.17%	406.90
255-5-55-30-335.000 Audit	6,353.00	7,517.75	-1,164.75	118.33%	0.00
255-5-55-30-340.000 Technical Services	15,750.00	11,164.46	4,585.54	70.89%	160.00
255-5-55-30-410.000 Water and Sewer Charges	3,605.00	5,720.81	-2,115.81	158.69%	0.00
255-5-55-30-415.000 Stormwater Charges	4,088.00	1,448.80	2,639.20	35.44%	0.00
255-5-55-30-421.000 Grit Disposal	18,000.00	13,798.74	4,201.26	76.66%	1,487.90
255-5-55-30-430.000 R&M Vehicles & Equipment	1,500.00	610.54	889.46	40.70%	469.00
255-5-55-30-431.000 R&M Buildings	45,702.00	66,729.38	-21,027.38	146.01%	3,478.77
255-5-55-30-435.000 COGEN	35,000.00	37,527.48	-2,527.48	107.22%	0.00
255-5-55-30-442.000 Rental Vehicles/Equip	3,400.00	1,584.50	1,815.50	46.60%	158.45
255-5-55-30-491.000 Administrative Fees	99,750.00	99,750.00	0.00	100.00%	24,937.50

WASTEWATER FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
255-5-55-30-500.000 Training, Conf, Dues	8,800.00	3,953.30	4,846.70	44.92%	823.27
255-5-55-30-505.000 Tech. Subs, Licenses	11,783.00	7,241.01	4,541.99	61.45%	450.87
255-5-55-30-510.000 Permits, Licenses, Reg	12,105.00	1,997.99	10,107.01	16.51%	0.00
255-5-55-30-520.000 PACIF Insurance	42,427.00	41,070.15	1,356.85	96.80%	10,722.34
255-5-55-30-530.000 Communications	17,500.00	10,329.78	7,170.22	59.03%	1,187.65
255-5-55-30-540.000 Advertising	1,350.00	0.00	1,350.00	0.00%	0.00
255-5-55-30-567.000 Biosolids Land Applicatio	235,000.00	115,246.36	119,753.64	49.04%	0.00
255-5-55-30-568.000 Biosolids Subcontractor	310,046.00	211,483.65	98,562.35	68.21%	46,540.39
255-5-55-30-570.000 Other Purchased Services	150,000.00	173,262.01	-23,262.01	115.51%	30,029.59
255-5-55-30-609.000 Safety Supplies	3,000.00	8,143.01	-5,143.01	271.43%	370.00
255-5-55-30-610.000 General Supplies	8,500.00	8,377.36	122.64	98.56%	236.79
255-5-55-30-611.000 Small Tools & Equipment	5,000.00	5,961.66	-961.66	119.23%	91.64
255-5-55-30-612.000 Uniforms	7,050.00	3,818.24	3,231.76	54.16%	1,333.51
255-5-55-30-618.000 Laboratory Supplies	28,000.00	15,509.87	12,490.13	55.39%	4,562.18
255-5-55-30-619.000 Chemicals	525,000.00	406,275.55	118,724.45	77.39%	70,457.25
255-5-55-30-621.000 Natural Gas/Heating	21,000.00	28,353.17	-7,353.17	135.02%	5,058.95
255-5-55-30-622.000 Electricity	170,000.00	165,406.69	4,593.31	97.30%	26,899.06
255-5-55-30-626.000 Gasoline	2,000.00	4,598.98	-2,598.98	229.95%	187.10
255-5-55-30-735.000 Tech: Equip/Hardware	18,750.00	21,187.00	-2,437.00	113.00%	2,038.00
255-5-55-30-910.000 Transfer btwn funds (non-	1,500.00	1,500.00	0.00	100.00%	750.00
255-5-55-30-920.000 Transfer btwn funds (capi	480,000.00	480,000.00	0.00	100.00%	120,000.00
Total Operating Expenses	3,199,340.00	2,595,238.13	604,101.87	81.12%	414,751.00
255-5-55-70 Nonoperating Expenses					
255-5-55-70-722.008 Vt Phos Challenge PePhlo	0.00	29,175.14	-29,175.14	100.00%	0.00
255-5-55-70-722.013 Cogen	55,000.00	0.00	55,000.00	0.00%	0.00
255-5-55-70-722.020 Digester Flare/Flame Arre	50,000.00	61,652.50	-11,652.50	123.31%	0.00
255-5-55-70-722.021 Aeration Header Replaceme	25,000.00	13,729.47	11,270.53	54.92%	-4,500.00
255-5-55-70-722.022 Process Monitoring Upgrad	48,000.00	2,132.59	45,867.41	4.44%	0.00
255-5-55-70-722.024 Dewatering VFDs	60,000.00	48,787.24	11,212.76	81.31%	0.00
255-5-55-70-722.025 WAS Pump Replacements	35,000.00	35,145.33	-145.33	100.42%	35,145.33
255-5-55-70-722.026 SHT #1 Mixer	40,000.00	36,326.90	3,673.10	90.82%	0.00
255-5-55-70-730.005 HVAC Upgrades	25,000.00	16,972.00	8,028.00	67.89%	0.00
255-5-55-70-730.006 Building Exterior Doors	-16,000.00	15,366.50	-31,366.50	-96.04%	0.00
255-5-55-70-750.002 IT Upgrades	16,483.00	16,383.50	99.50	99.40%	0.00
255-5-55-70-955.001 ARRA Loan-AR1-004 Admin	0.00	351.53	-351.53	100.00%	0.00
255-5-55-70-955.002 RZEDB Interest	0.00	31,969.59	-31,969.59	100.00%	0.00
255-5-55-70-955.003 CWSRF RF1-148 Admin Fee	0.00	154,720.39	-154,720.39	100.00%	0.00
Total Nonoperating Expenses	338,483.00	462,712.68	-124,229.68	136.70%	30,645.33
Total Expenditures	3,537,823.00	3,057,950.81	479,872.19	86.44%	445,396.33
Total WASTEWATER FUND	141,517.00	1,232,533.84	-1,374,050.84	870.94%	185,419.90

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
256-4-56-40 Operating Revenues					
256-4-56-40-023.000 Sanitation User Fees	1,006,390.00	654,705.59	351,684.41	65.05%	0.00
256-4-56-40-023.001 Essex Pump Station Fees	30,365.00	13,433.49	16,931.51	44.24%	0.00
256-4-56-40-023.002 Two party agreement	67,022.00	51,203.85	15,818.15	76.40%	12,800.97
256-4-56-40-024.000 Utility Connection Fees	30,000.00	1,509.90	28,490.10	5.03%	0.00
256-4-56-40-026.000 Allocation Fees	0.00	25,062.40	-25,062.40	100.00%	2,688.00
256-4-56-40-060.000 Interest Income	5,000.00	53,596.75	-48,596.75	1,071.94%	0.00
256-4-56-40-085.000 Penalties	3,000.00	4,609.22	-1,609.22	153.64%	29.71
256-4-56-40-098.000 Misc Revenue	0.00	8,344.10	-8,344.10	100.00%	0.00
Total Operating Revenues	1,141,777.00	812,465.30	329,311.70	71.16%	15,518.68
256-4-56-70 Nonoperating Revenues					
256-4-56-70-092.000 Transfer to Capital	222,000.00	222,000.00	0.00	100.00%	55,500.00
Total Nonoperating Revenues	222,000.00	222,000.00	0.00	100.00%	55,500.00
Total Revenues	1,363,777.00	1,034,465.30	329,311.70	75.85%	71,018.68

256-5-56-40 Operating Expenses					
256-5-56-40-110.000 Regular Salaries	174,975.00	132,129.61	42,845.39	75.51%	13,409.51
256-5-56-40-130.000 Overtime	24,246.00	18,925.61	5,320.39	78.06%	506.82
256-5-56-40-210.000 Group Insurance	63,587.00	54,656.97	8,930.03	85.96%	8,686.80
256-5-56-40-220.000 Social Security	16,197.00	11,921.97	4,275.03	73.61%	1,054.21
256-5-56-40-225.000 Act 76 Childcare Tax	699.00	442.92	256.08	63.36%	39.16
256-5-56-40-230.000 Retirement	19,618.00	13,849.45	5,768.55	70.60%	1,271.71
256-5-56-40-250.000 Unemployment Insurance	180.00	147.81	32.19	82.12%	0.00
256-5-56-40-260.000 Workers Comp Insurance	8,419.00	5,077.14	3,341.86	60.31%	1,394.71
256-5-56-40-290.000 Other Employee Benefits	800.00	0.00	800.00	0.00%	0.00
256-5-56-40-330.000 Professional Services	6,242.00	8,897.95	-2,655.95	142.55%	3,577.20
256-5-56-40-335.000 Audit	3,529.00	4,175.80	-646.80	118.33%	0.00
256-5-56-40-340.000 Technical Services	14,500.00	5,600.00	8,900.00	38.62%	560.00
256-5-56-40-410.000 Water and Sewer Charges	500.00	329.96	170.04	65.99%	0.00
256-5-56-40-430.000 R&M Vehicles & Equipment	2,000.00	5,268.66	-3,268.66	263.43%	0.00
256-5-56-40-431.000 R&M Buildings & Grounds	6,000.00	0.00	6,000.00	0.00%	0.00
256-5-56-40-433.000 R&M Infrastructure	15,000.00	0.00	15,000.00	0.00%	0.00
256-5-56-40-434.000 R&M Pump Stations	22,500.00	5,610.75	16,889.25	24.94%	89.22
256-5-56-40-434.001 Susie Wilson PS Costs	14,000.00	12,794.89	1,205.11	91.39%	418.99
256-5-56-40-434.002 West Street PS Costs	12,000.00	8,487.75	3,512.25	70.73%	556.67
256-5-56-40-441.000 Rental Land/Buildings	2,048.00	2,562.17	-514.17	125.11%	0.00
256-5-56-40-491.000 Administrative Fees	235,500.00	236,022.00	-522.00	100.22%	58,875.00
256-5-56-40-500.000 Training, Conf, Dues	2,000.00	0.00	2,000.00	0.00%	0.00
256-5-56-40-505.000 Tech. Subs, Licenses	1,726.00	4,931.28	-3,205.28	285.71%	65.72
256-5-56-40-520.000 PACIF Insurance	3,402.00	3,479.26	-77.26	102.27%	946.47
256-5-56-40-521.000 Insurance Deductibles	1,000.00	0.00	1,000.00	0.00%	0.00
256-5-56-40-530.000 Communications	1,080.00	765.00	315.00	70.83%	45.00
256-5-56-40-560.000 Postage	6,180.00	6,140.31	39.69	99.36%	0.00
256-5-56-40-609.000 Safety Supplies	3,000.00	1,093.25	1,906.75	36.44%	0.00
256-5-56-40-610.000 General Supplies	2,500.00	1,878.42	621.58	75.14%	704.05

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
256-5-56-40-612.000 Uniforms	1,350.00	1,548.49	-198.49	114.70%	571.88
256-5-56-40-621.000 Natural Gas/Heating	1,500.00	2,483.55	-983.55	165.57%	255.33
256-5-56-40-622.000 Electricity	16,000.00	12,806.88	3,193.12	80.04%	1,533.98
256-5-56-40-626.000 Gasoline	6,000.00	3,222.94	2,777.06	53.72%	543.46
256-5-56-40-735.000 Tech: Equip/Hardware	3,500.00	0.00	3,500.00	0.00%	0.00
256-5-56-40-750.000 Machinery & Equipment	5,000.00	0.00	5,000.00	0.00%	0.00
256-5-56-40-920.000 Transfer btwn funds (capi	222,000.00	222,000.00	0.00	100.00%	55,500.00
Total Operating Expenses	918,778.00	787,250.79	131,527.21	85.68%	150,605.89
256-5-56-70 Nonoperating Expenses					
256-5-56-70-722.001 Manhole Rehab/Sliplining	40,000.00	0.00	40,000.00	0.00%	0.00
256-5-56-70-722.005 Maple/River St PS	3,740,650.00	45,781.04	3,694,868.96	1.22%	0.00
256-5-56-70-722.006 Collection Sys Capacity S	33,129.00	19,854.45	13,274.55	59.93%	0.00
256-5-56-70-722.055 West St PS	0.00	13,927.60	-13,927.60	100.00%	0.00
256-5-56-70-723.005 Iroquois Ave Water Line	0.00	9,843.03	-9,843.03	100.00%	0.00
256-5-56-70-750.001 Meter Replacement Program	21,488.00	5,968.52	15,519.48	27.78%	0.00
256-5-56-70-751.006 Vactor Truck	9,500.00	13,232.00	-3,732.00	139.28%	0.00
256-5-56-70-910.000 Transfer to WWTF	0.00	284,496.84	-284,496.84	100.00%	5,030.26
256-5-56-70-955.001 ARRA Loan-AR1-004 Admin	0.00	1,590.60	-1,590.60	100.00%	0.00
256-5-56-70-955.002 RF1-157 PS upgrade	0.00	10,956.90	-10,956.90	100.00%	0.00
Total Nonoperating Expenses	3,844,767.00	405,650.98	3,439,116.02	10.55%	5,030.26
Total Expenditures	4,763,545.00	1,192,901.77	3,570,643.23	25.04%	155,636.15
Total SANITATION FUND	-3,399,768.00	-158,436.47	3,558,204.47	4.66%	-84,617.47

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
257-4-57-50 Operating Revenue					
257-4-57-50-021.000 Stormwater User Fees	0.00	247,960.90	-247,960.90	100.00%	0.00
257-4-57-50-027.000 Stormwater User Fees	323,057.00	0.00	323,057.00	0.00%	0.00
257-4-57-50-040.000 Federal Grant Revenue	0.00	15,416.80	-15,416.80	100.00%	0.00
257-4-57-50-060.000 Interest Income	0.00	192.29	-192.29	100.00%	0.00
257-4-57-50-085.000 Penalties	0.00	2,205.67	-2,205.67	100.00%	6.40
Total Operating Revenue	323,057.00	265,775.66	57,281.34	82.27%	6.40
257-4-57-70 Nonoperating Revenue					
Total Nonoperating Revenue	0.00	0.00	0.00	0.00%	0.00
Total Revenues	323,057.00	265,775.66	57,281.34	82.27%	6.40
257-5-57-50 Operating Expenses					
257-5-57-50-110.000 Regular Salaries	99,249.00	70,810.20	28,438.80	71.35%	7,439.60
257-5-57-50-120.000 Part Time Salaries	17,760.00	6,012.50	11,747.50	33.85%	0.00
257-5-57-50-210.000 Group Insurance	42,750.00	31,127.89	11,622.11	72.81%	3,622.38
257-5-57-50-220.000 Social Security	9,048.00	6,176.26	2,871.74	68.26%	623.94
257-5-57-50-225.000 Act 76 Childcare Tax	390.00	240.12	149.88	61.57%	23.54
257-5-57-50-230.000 Retirement	8,968.00	6,865.41	2,102.59	76.55%	737.21
257-5-57-50-250.000 Unemployment Insurance	50.00	61.29	-11.29	122.58%	0.00
257-5-57-50-260.000 Workers Comp Insurance	6,617.00	6,968.72	-351.72	105.32%	1,914.33
257-5-57-50-290.000 Other Employee Benefits	400.00	0.00	400.00	0.00%	0.00
257-5-57-50-320.000 Legal Services	3,000.00	0.00	3,000.00	0.00%	0.00
257-5-57-50-330.000 Professional Services	20,000.00	6,721.25	13,278.75	33.61%	6,721.25
257-5-57-50-451.000 Summer Construction Servi	20,000.00	1,809.23	18,190.77	9.05%	0.00
257-5-57-50-500.000 Training, Conferences, Du	2,000.00	1,174.98	825.02	58.75%	82.80
257-5-57-50-510.000 Permit/License/Registrati	18,250.00	20,804.14	-2,554.14	114.00%	1,334.18
257-5-57-50-540.000 Advertising	1,250.00	0.00	1,250.00	0.00%	0.00
257-5-57-50-570.000 Other Purchased Services	5,000.00	1,399.99	3,600.01	28.00%	0.00
257-5-57-50-575.000 Storm Sewer Maintenance	20,000.00	19,046.65	953.35	95.23%	0.00
257-5-57-50-580.000 Travel	1,500.00	332.20	1,167.80	22.15%	265.84
257-5-57-50-612.000 Uniforms	675.00	709.44	-34.44	105.10%	0.00
257-5-57-50-735.000 Tech: Equip/Hardware	0.00	2,188.00	-2,188.00	100.00%	0.00
257-5-57-50-830.000 Regular Programs	900.00	955.98	-55.98	106.22%	0.00
257-5-57-50-899.000 Matching Grant Funds	45,250.00	10,371.56	34,878.44	22.92%	2,815.61
Total Operating Expenses	323,057.00	193,775.81	129,281.19	59.98%	25,580.68
257-5-57-70 Nonoperating Expenses					
Total Nonoperating Expenses	0.00	0.00	0.00	0.00%	0.00
Total Expenditures	323,057.00	193,775.81	129,281.19	59.98%	25,580.68
Total STORMWATER FUND	0.00	71,999.85	-71,999.85	-100.00%	-25,574.28

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
258-4-33-13-060.000 Interest Income	0.00	365.16	-365.16	100.00%	0.00
Total Revenues	0.00	365.16	-365.16	100.00%	0.00
258-5-33-13-755.000 Furniture and Fixtures	0.00	2,485.99	-2,485.99	100.00%	2,485.99
Total Expenditures	0.00	2,485.99	-2,485.99	100.00%	2,485.99
Total SENIOR CENTER FUND	0.00	-2,120.83	2,120.83	-100.00%	-2,485.99

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
259-4-30-10-060.000 Interest Income	0.00	35,478.93	-35,478.93	100.00%	0.00
259-4-30-10-098.000 Misc Revenue	0.00	183.15	-183.15	100.00%	0.00
259-4-30-11-020.304 Pool Day Admissions	74,333.00	70,907.75	3,425.25	95.39%	0.00
259-4-30-11-020.305 Pool Memberships	44,988.00	12,520.67	32,467.33	27.83%	120.00
259-4-30-11-020.306 Swim Lessons	45,219.00	20,798.98	24,420.02	46.00%	0.00
259-4-30-12-020.308 Facility & Field Rental	26,440.00	18,025.75	8,414.25	68.18%	3,720.50
259-4-30-14-020.311 Youth Programs	399,745.00	273,933.76	125,811.24	68.53%	350.00
259-4-30-14-020.312 Adult Programs	156,800.00	114,044.29	42,755.71	72.73%	467.95
259-4-30-14-050.000 Donation Revenue	20,050.00	1,000.00	19,050.00	4.99%	0.00
259-4-30-14-050.150 Memorial Day Parade	0.00	2,800.00	-2,800.00	100.00%	2,800.00
259-4-30-14-091.000 Transfer from Other Funds	17,500.00	17,500.00	0.00	100.00%	0.00
259-4-30-15-020.313 Childcare - AS	1,743,980.00	1,687,277.90	56,702.10	96.75%	42,855.18
259-4-30-15-020.315 Shared Staffing Contract	170,573.00	0.00	170,573.00	0.00%	0.00
259-4-30-15-040.835 Special Accommodation Gra	0.00	26,246.50	-26,246.50	100.00%	5,060.00
259-4-30-15-041.000 State and Other Grant Rev	0.00	89,477.14	-89,477.14	100.00%	19,895.32
259-4-30-16-020.313 Childcare - PS	706,353.00	526,499.02	179,853.98	74.54%	47,615.16
259-4-30-16-041.000 State and Other Grant Rev	0.00	2,493.15	-2,493.15	100.00%	0.00
259-4-30-16-098.000 Misc Revenue	0.00	600.00	-600.00	100.00%	300.00
259-4-30-17-020.313 Childcare - DC	961,280.00	629,472.86	331,807.14	65.48%	500.00
259-4-30-17-040.835 Special Accommodation Gra	0.00	36,547.50	-36,547.50	100.00%	0.00
Total Revenues	4,367,261.00	3,565,807.35	801,453.65	81.65%	123,684.11

259-5-30-10 Administration

259-5-30-10-250.000 Unemployment Insurance	5,231.00	28,114.25	-22,883.25	537.45%	0.00
259-5-30-10-260.000 Workers Comp Insurance	89,072.00	59,073.82	29,998.18	66.32%	22,373.99
259-5-30-10-330.000 Professional Services	0.00	3,905.00	-3,905.00	100.00%	0.00
259-5-30-10-442.000 Rental Vehicles/Equip	1,968.00	1,655.00	313.00	84.10%	165.50
259-5-30-10-500.000 Training, Conf, Dues	5,500.00	3,539.76	1,960.24	64.36%	0.00
259-5-30-10-505.000 Tech. Subs, Licenses	1,835.00	20,833.15	-18,998.15	1,135.32%	2,169.80
259-5-30-10-530.000 Communications	0.00	863.86	-863.86	100.00%	0.00
259-5-30-10-550.000 Printing and Binding	0.00	9,546.00	-9,546.00	100.00%	0.00
259-5-30-10-560.000 Postage	353.00	4,575.82	-4,222.82	1,296.27%	0.00
259-5-30-10-561.000 CC Processing Fees	0.00	85,708.02	-85,708.02	100.00%	0.00
259-5-30-10-610.000 General Supplies	0.00	196.73	-196.73	100.00%	0.00
259-5-30-10-910.000 Trnsfr Between Funds (non	0.00	53,155.00	-53,155.00	100.00%	13,288.75
Total Administration	103,959.00	271,166.41	-167,207.41	260.84%	37,998.04

259-5-30-11 Pool

259-5-30-11-120.000 Part Time Salaries	115,130.00	99,372.06	15,757.94	86.31%	0.00
259-5-30-11-130.000 Overtime	0.00	2,804.44	-2,804.44	100.00%	0.00
259-5-30-11-220.000 Social Security	8,807.00	7,816.52	990.48	88.75%	0.00
259-5-30-11-225.000 Act 76 Childcare Tax	380.00	354.88	25.12	93.39%	0.00
259-5-30-11-330.000 Professional Services	1,486.00	609.20	876.80	41.00%	150.00
259-5-30-11-431.000 R&M Buildings & Grounds	39,708.00	27,205.21	12,502.79	68.51%	0.00
259-5-30-11-505.000 Technology Subs, Licenses	629.00	483.24	145.76	76.83%	0.00
259-5-30-11-550.000 Printing and Binding	420.00	0.00	420.00	0.00%	0.00
259-5-30-11-560.000 Postage	270.00	0.00	270.00	0.00%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
259-5-30-11-610.000 General Supplies	3,832.00	3,541.86	290.14	92.43%	13.90
259-5-30-11-910.000 Transfer btwn Funds (non-	2,126.00	0.00	2,126.00	0.00%	0.00
Total Pool	172,788.00	142,187.41	30,600.59	82.29%	163.90
259-5-30-12 Parks and Facilities					
259-5-30-12-120.000 Part Time Salaries	10,383.00	3,446.95	6,936.05	33.20%	0.00
259-5-30-12-220.000 Social Security	794.00	348.19	445.81	43.85%	0.00
259-5-30-12-225.000 Act 76 Childcare Tax	34.00	6.49	27.51	19.09%	0.00
259-5-30-12-330.000 Professional Services	9,000.00	32,213.58	-23,213.58	357.93%	957.50
259-5-30-12-442.000 Rental Vehicles/Equip	13,800.00	8,478.51	5,321.49	61.44%	0.00
259-5-30-12-500.000 Training, Conf, Dues	4,000.00	2,060.51	1,939.49	51.51%	0.00
259-5-30-12-610.000 General Supplies	0.00	4,959.58	-4,959.58	100.00%	81.52
Total Parks and Facilities	38,011.00	51,513.81	-13,502.81	135.52%	1,039.02
259-5-30-14 Recreation Programs					
259-5-30-14-110.000 Regular Salaries	58,320.00	37,703.05	20,616.95	64.65%	4,228.92
259-5-30-14-120.000 Part Time Salaries	21,284.00	6,055.74	15,228.26	28.45%	441.56
259-5-30-14-210.000 Group Insurance	42,844.00	4,297.93	38,546.07	10.03%	1,476.14
259-5-30-14-220.000 Social Security	6,141.00	3,522.26	2,618.74	57.36%	386.26
259-5-30-14-225.000 Act 76 Childcare Tax	265.00	140.58	124.42	53.05%	14.88
259-5-30-14-230.000 Retirement	3,523.00	3,538.94	-15.94	100.45%	414.42
259-5-30-14-290.000 Other Employee Benefits	400.00	400.00	0.00	100.00%	0.00
259-5-30-14-330.000 Professional Services	474,238.00	350,007.93	124,230.07	73.80%	13,656.61
259-5-30-14-410.000 Water and Sewer Charges	1,500.00	970.44	529.56	64.70%	0.00
259-5-30-14-431.000 R&M Buildings & Grounds	1,300.00	0.00	1,300.00	0.00%	0.00
259-5-30-14-442.000 Rental Vehicles/Equip	2,000.00	0.00	2,000.00	0.00%	0.00
259-5-30-14-500.000 Training, Conf, Dues	6,750.00	3,725.09	3,024.91	55.19%	0.00
259-5-30-14-505.000 Technology Subs, Licenses	2,360.00	1,812.17	547.83	76.79%	0.00
259-5-30-14-530.000 Communications	540.00	0.00	540.00	0.00%	0.00
259-5-30-14-550.000 Printing and Binding	1,575.00	0.00	1,575.00	0.00%	0.00
259-5-30-14-560.000 Postage	1,013.00	0.00	1,013.00	0.00%	0.00
259-5-30-14-610.000 General Supplies	32,393.00	78,326.98	-45,933.98	241.80%	15,086.42
259-5-30-14-850.150 Memorial Day Parade	7,500.00	0.00	7,500.00	0.00%	0.00
259-5-30-14-910.000 Transfer btwn Funds (non-	7,973.00	0.00	7,973.00	0.00%	0.00
Total Recreation Programs	671,919.00	490,501.11	181,417.89	73.00%	35,705.21
259-5-30-15 After School Care					
259-5-30-15-110.000 Regular Salaries	669,664.00	527,327.61	142,336.39	78.75%	53,991.89
259-5-30-15-120.000 Part Time Salaries	429,246.00	439,940.64	-10,694.64	102.49%	53,883.41
259-5-30-15-130.000 Overtime	0.00	2,013.08	-2,013.08	100.00%	405.44
259-5-30-15-210.000 Group Insurance	204,294.00	171,041.68	33,252.32	83.72%	15,698.23
259-5-30-15-220.000 Social Security	86,208.00	75,867.86	10,340.14	88.01%	8,460.91
259-5-30-15-225.000 Act 76 Childcare Tax	3,719.00	3,051.41	667.59	82.05%	341.99
259-5-30-15-230.000 Retirement	65,662.00	55,232.24	10,429.76	84.12%	5,243.17
259-5-30-15-290.000 Other Employee Benefits	5,200.00	2,000.00	3,200.00	38.46%	0.00
259-5-30-15-330.000 Professional Services	101,800.00	44,812.30	56,987.70	44.02%	8,175.44
259-5-30-15-500.000 Training, Conf, Dues	45,339.00	17,813.31	27,525.69	39.29%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
259-5-30-15-505.000 Technology Subs, Licenses	6,609.00	5,074.07	1,534.93	76.78%	0.00
259-5-30-15-530.000 Communications	7,560.00	7,973.77	-413.77	105.47%	980.40
259-5-30-15-540.000 Advertising	3,000.00	0.00	3,000.00	0.00%	0.00
259-5-30-15-550.000 Printing and Binding	4,410.00	0.00	4,410.00	0.00%	0.00
259-5-30-15-560.000 Postage	2,835.00	0.00	2,835.00	0.00%	0.00
259-5-30-15-580.000 Travel	0.00	15,804.10	-15,804.10	100.00%	1,042.87
259-5-30-15-610.000 General Supplies	123,316.00	88,413.29	34,902.71	71.70%	9,306.26
259-5-30-15-626.000 Gasoline	5,500.00	401.78	5,098.22	7.31%	0.00
259-5-30-15-735.000 Tech: Equip/Hardware	0.00	3,513.98	-3,513.98	100.00%	0.00
259-5-30-15-895.000 State and Other Grant Exp	0.00	32,826.87	-32,826.87	100.00%	15,648.35
259-5-30-15-910.000 Transfer btwn Funds (non-	22,327.00	0.00	22,327.00	0.00%	0.00
Total After School Care	1,786,689.00	1,493,107.99	293,581.01	83.57%	173,178.36
259-5-30-16 Preschool					
259-5-30-16-110.000 Regular Salaries	375,640.00	313,978.11	61,661.89	83.58%	26,768.29
259-5-30-16-120.000 Part Time Salaries	29,493.00	24,305.64	5,187.36	82.41%	3,258.54
259-5-30-16-130.000 Overtime	0.00	2,009.55	-2,009.55	100.00%	0.00
259-5-30-16-210.000 Group Insurance	182,985.00	105,795.07	77,189.93	57.82%	7,834.11
259-5-30-16-220.000 Social Security	32,759.00	27,380.83	5,378.17	83.58%	2,381.71
259-5-30-16-225.000 Act 76 Childcare Tax	1,413.00	1,106.63	306.37	78.32%	97.58
259-5-30-16-230.000 Retirement	30,732.00	26,295.24	4,436.76	85.56%	2,044.39
259-5-30-16-290.000 Other Employee Benefits	2,800.00	2,800.00	0.00	100.00%	0.00
259-5-30-16-330.000 Professional Services	4,525.00	6,550.96	-2,025.96	144.77%	1,306.20
259-5-30-16-420.000 Cleaning Services	32,500.00	22,184.33	10,315.67	68.26%	2,177.50
259-5-30-16-442.000 Rental Vehicles/Equip	1,860.00	1,494.00	366.00	80.32%	149.40
259-5-30-16-500.000 Training, Conf, Dues	11,750.00	8,414.00	3,336.00	71.61%	0.00
259-5-30-16-505.000 Technology Subs, Licenses	2,675.00	2,053.79	621.21	76.78%	0.00
259-5-30-16-530.000 Communications	0.00	374.41	-374.41	100.00%	37.43
259-5-30-16-550.000 Printing and Binding	1,785.00	0.00	1,785.00	0.00%	0.00
259-5-30-16-560.000 Postage	1,148.00	0.00	1,148.00	0.00%	0.00
259-5-30-16-580.000 Travel	1,536.00	176.40	1,359.60	11.48%	0.00
259-5-30-16-610.000 General Supplies	7,750.00	19,881.17	-12,131.17	256.53%	1,796.48
259-5-30-16-895.000 State and Other Grant Exp	0.00	2,511.96	-2,511.96	100.00%	0.00
259-5-30-16-910.000 Transfer btwn Funds (non-	9,036.00	0.00	9,036.00	0.00%	0.00
Total Preschool	730,387.00	567,312.09	163,074.91	77.67%	47,851.63
259-5-30-17 Summer Day Camps					
259-5-30-17-110.000 Regular Salaries	85,671.00	52,288.27	33,382.73	61.03%	0.00
259-5-30-17-120.000 Part Time Salaries	536,093.00	468,926.90	67,166.10	87.47%	0.00
259-5-30-17-130.000 Overtime	0.00	19,371.44	-19,371.44	100.00%	0.00
259-5-30-17-220.000 Social Security	47,565.00	41,420.49	6,144.51	87.08%	0.00
259-5-30-17-225.000 Act 76 Childcare Tax	2,052.00	1,743.34	308.66	84.96%	0.00
259-5-30-17-330.000 Professional Services	163,066.00	65,020.31	98,045.69	39.87%	0.00
259-5-30-17-505.000 Technology Subs, Licenses	3,462.00	2,657.85	804.15	76.77%	0.00
259-5-30-17-550.000 Printing and Binding	2,310.00	1,634.00	676.00	70.74%	0.00
259-5-30-17-560.000 Postage	1,485.00	0.00	1,485.00	0.00%	0.00
259-5-30-17-580.000 Travel	0.00	51,965.21	-51,965.21	100.00%	0.00
259-5-30-17-610.000 General Supplies	66,267.00	39,426.69	26,840.31	59.50%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
259-5-30-17-910.000 Transfer btwn Funds (non-	11,693.00	0.00	11,693.00	0.00%	0.00
Total Summer Day Camps	919,664.00	744,454.50	175,209.50	80.95%	0.00
259-5-30-19 Rec Kids					
Total Rec Kids	0.00	0.00	0.00	0.00%	0.00
Total Expenditures	4,423,417.00	3,760,243.32	663,173.68	85.01%	295,936.16
Total EJRP PPROGRAMS FUND	-56,156.00	-194,435.97	250,591.97	346.24%	-172,252.05
Total All Funds	-4,023,663.00	2,922,798.73	1,100,864.27	-72.64%	-739,958.16

LOT Fund Balance Detail

LOT Funds Revenue FY23		659,341.99	
	11/21/22 Disbursement - Q1	1,178.64	
	2/9/23 Disbursement - Q2	239,621.26	
	5/12/23 Disbursement - Q3	195,435.64	
			funds received in August, but recorded back to June to properly
	6/30/23 Disbursement - Q4	219,588.49	recognize revenue
	Interest Accrued	3,517.96	
LOT Funds Revenue FY24		986,078.22	
	Q1	284,780.40	
	Q2	223,554.85	
	Q3	219,797.53	
	Q4	232,463.92	
	Interest Accrued	25,481.52	allocated monthly
LOT Funds Revenue FY25		1,048,482.39	
	Q1	263,103.52	
	Q2	261,428.29	
	Q3	237,710.40	
	Q4	259,860.01	
	Interest Accrued	26,380.17	allocated monthly
LOT Funds Revenue FY26		606,885.10	
	Q1	300,296.44	
	Q2	288,049.65	
	Q3		
	Q4		
	Interest Accrued	18,539.01	allocated monthly
Less:			
FY24 Expenses	(587,239.00)		strategic planning, capital transfer, IT migration and paving actual spent
FY25 Expenses	(1,019,401.75)		capital projects within the approved capital plan \$1,000,000, sidewalks \$19,401.75
FY25 Sidewalks per Policy Balance of Funds Avail.	(236,123.81)		25% of projected revenue
Rebranding Balance of Funds Avail.	(9,575.00)		\$40,000 assigned during budget, \$12,500 reassigned to Strategic Planning by Council
Banners/Signs Balance of Funds Avail.	(14,375.00)		
FY26 Expenses to Date	(847,745.00)		capital projects within the approved capital plan \$800,000, rebranding \$15,675, \$27,027.50 sidewalks
FY26 Capital Transfer Balance of Funds Avail.	-		\$800,000 total
FY26 Sidewalks per Policy Balance of Funds Avail.	(220,180.00)		25% of projected revenue
	Balance of LOT Funds Available	<u>366,148.14</u>	
	Projected Remaining FY26 LOT Revenue	411,653.91	\$1,000,000 projected, less actual funds received to date
	Projected FY26 LOT Fund Balance	<u>777,802.05</u>	

updated 5/8/26

2 Lincoln Renovation Project

	Breadloaf	Scott & Partners	Other	Totals
Original Contract	\$ 2,770,578.00	\$ 231,419.00	n/a	\$ 3,001,997.00
Change Orders/Amendments/Non-Contract	\$ 479,963.10	\$ 58,610.18	n/a	\$ 538,573.28
Revised Contract	\$ 3,250,541.10	\$ 290,029.18	n/a	\$ 3,540,570.28
Payments to Date	\$ 3,228,189.10	\$ 300,217.93	\$ 190,429.28	\$ 3,718,836.31
Balance of Contract	\$ 22,352.00	\$ (10,188.75)	n/a	\$ (178,266.03)

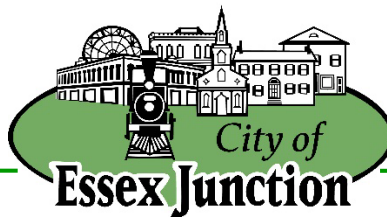
Approved Project Funds	4,020,975.60
Payments to Date	(3,718,836.31)
Remaining Contract Obligations	(22,352.00)
Anticipated Additional Costs	(249,946.01)
Balance of Funds Available	<u>29,841.28</u>

updated 5/8/26

Economic Development Fund Balance Detail

FY26 Economic Development Fund Beginning Balance PRELIMINARY	914,544.23	
Economic Development Funds Received FY26	134,137.92	
		<i>Property Taxes</i> 113,280.34 will be allocated around 9/15 and 3/15 tax payment due dates
		<i>Interest Accrued</i> 20,857.58 allocated monthly
Less:		
FY26 Expenses to Date	(71,259.75)	
		FY25 \$40,000 grant match, less \$6,425 actual spent FY25, less
Main St Park	(19,029.25)	\$10,245 actual spent to date FY26
Crescent Connector	(86,820.25)	actual spent FY25
EV Charging	(1,060.03)	actual spent FY25
		FY25 \$250,000 grant match, FY26 \$450,000 grant match, less
		\$2,538 actual spent FY25, less \$59,714 actual spent to date
Amtrak Grant Match	<u>(640,748.00)</u>	FY26
Balance of Economic Development Funds Available	<u>229,764.87</u>	
Projected FY26 Economic Development Fund Revenue	<u>-</u>	\$112,000 less actual property tax revenue to date
Projected FY26 Economic Development Fund Balance	<u>229,764.87</u>	

updated 5/7/26



MEMORANDUM

To: City Council

From: Joanne Pfaff

Meeting Date: May 13, 2026

Subject: Regional Boards and Committees

Issue: To improve coordination and understanding of discussions, decisions and actions taken on the regional boards and committees where the City is represented.

Discussion: In the packet for the first Council meeting of every month we will include this quick reference to the regional board's websites and minute locations in each reading file to keep the regional boards at front of mind. By reviewing the meeting minutes, the Council can have a better understanding of the discussions and allow them to stay informed about regional issues and resolutions.

[Chittenden Solid Waste District](#)

[Town Meeting TV](#)

[Chittenden County Communications Union District](#)

[Green Mountain Transit](#)

[Winooski Valley Parks District](#)

[Champlain Water District](#)

[Chittenden County Regional Planning Commission](#)

Cost: N/A

Recommendation: N/A

Recommended Motion: N/A

Attachments: N/A

Memorandum

To: City Council; Regina Mahony, City Manager
Cc: Karen Lemnah, Town & City Assessor
From: Karen Adams, Deputy Manager
Re: Brief Town & City Reappraisal Update
Date: 5/6/2026

Issue

The issue is to provide a brief update to the Essex Junction City Council regarding the status of ongoing Reappraisal efforts.

Discussion

A general project update is below. A public forum was held on May 6 where community members were able to ask questions of the Reappraisal contractor. This was recorded, with a transcription available for review. In addition, a Property Owner Guide to Reappraisal will be in all Town and City mailboxes shortly. That document and other informational materials can be found electronically at essexvt.gov/reappraisal.

- Formal data collection efforts are complete in both the Town and City, and final data reviews are underway.
- Property owners in the Town and the City will receive a notice in late May 2026 informing them of their new property assessment. This figure reflects the identified market value of the property as of April 1, 2026 prior to any adjustments for circumstances like current use, qualified housing, convent housing, etc.
- Very simplistically, property taxes are calculated by dividing a property's assessed value by 100, and multiplying by the appropriate Selectboard/Council-approved tax rate (homestead, non-homestead, etc.). The setting of tax rates occurs in late summer after the grand list has been filed per statute with the State of Vermont. Should the value of properties in the Town and City increase, the tax rate would be proportionally lowered to ensure only the amount of property tax revenue authorized by voters is collected in each community.
- All property owners will have the ability to request an informal meeting with the company to learn more about their property's assessment. These meetings may or may not result in a change in the property's assessment. This is an optional step for owners.
- All property owners will have the ability to request a formal meeting ("Grievance hearing") with the Town Assessor to discuss their property's assessment. This is a mandatory step for owners wishing to see their assessment change. This hearing may or may not result in a change in the property's assessment.
- Property owners could then appeal the Assessor's determination to the Board of Civil Authority. This is a mandatory step for owners wishing to see their assessment change and requires a property inspection. This appeal hearing may or may not result in a change in the property's assessment.

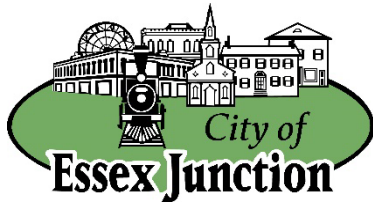
- Further appeals are handled at the state level.
- Assessments will only be changed if any of these are found true:
 - The assessed value does not reflect fair market value
 - The property is assessed inequitably compared to similar properties
 - There are errors in the property data

Cost

n/a

Recommendation

This memo is informational.



FOR IMMEDIATE RELEASE

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

SHARE FEEDBACK ON PUBLIC MURAL CONCEPTS THROUGH MAY 31

ESSEX JUNCTION, Vt. (April 15, 2026) — The City of Essex Junction has selected two finalists for the We Are Essex Junction public mural project and is now inviting community members to share input on their preferred artist.

The two finalist artists were chosen from a pool of submissions from Vermont-based artists and have each presented a pitch design for the mural, which are proposed to be installed on the southeastern-facing exterior wall of the Essex Junction Fire Department at 3 Pearl Street. The mural is intended to celebrate the people, history, and future of Essex Junction while supporting placemaking and a welcoming pedestrian experience.

Community members are invited to review the finalist designs and submit feedback online at or in person at the Brownell Library Outdoor Pavilion on Thursday, May 7th, from 1 pm - 4:30 pm (light refreshments will be served). Additional in-person events may be scheduled as needed. The survey includes several conceptual designs. Please note that the pitch designs are

conceptual and are not intended to represent the final design to be installed. We are asking for your help identifying which artist's vision and approach resonates most with the community.

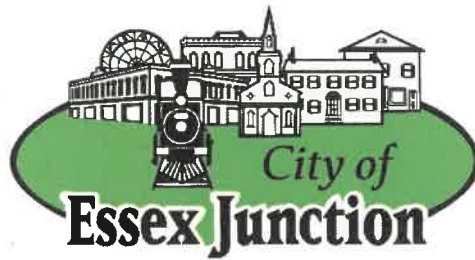
Public engagement will close on May 31, 2026.

A Local Review Committee made up of community members, City staff, and local officials will consider public input as part of the artist selection process. The selected artist will develop a final design informed in part by themes gathered from Essex-Westford School District students, who responded to the prompt "We Are Essex Junction." The design is expected to be finalized in September 2026.

For more information or to submit additional feedback, contact Michael Giguere, City Planner, at mgiguere@essexjunction.org or (802) 878-6944 ext. 1625.

This project is supported in part by the Vermont Arts Council, which receives support in part from the National Endowment for the Arts.

###



RESOLUTION IN APPRECIATION OF ELAINE HANEY

WHEREAS, Elaine was elected to one of two open positions of the first City Council of Essex Junction in April 2023 and,

WHEREAS, during that time Elaine served as a Council representative on the Governance Committee from January 2025 until December 2025 and,

WHEREAS, Elaine Haney was elected to the Village of Essex Junction Board of Trustees in April 2012 and served until April 2019 and,

WHEREAS, during that time Elaine served as Vice President of the Board of Trustees in 2016 and 2017 and,

WHEREAS, during that time Elaine served as a Trustee representative on the Governance Subcommittee from June 2018 until April 2019 and,

WHEREAS, Elaine was a member of the Village Planning Commission from 2004 to 2007 and,

WHEREAS, Elaine was a Brownell Library Trustee from 2003 to 2012 and,

WHEREAS, Elaine represented the City of Essex Junction on the Chittenden County Regional Planning Commission as an Equity Leadership Team Member from 2021 to 2022; as an Equity Advisory Committee member from 2022-2023; as a Board of Directors Alternate Representative from 2021-2022; as a Board of Directors Representative from 2022-2024; as an Executive Committee member from 2023-2024; and

WHEREAS, Elaine represented the Village of Essex Junction on the CCTV (Channel 17) Board of Trustees from 2012 to 2018, where she served as chair from 2015 to 2018, and later served as the City’s representative from 2019 to 2024 and,

WHEREAS, Elaine’s contributions to the Village and City of Essex Junction are too numerous to list, however, they include sound budget and policy development including the first Strategic Plan for the City, improved governance and community engagement practices, business relations as well as support of the Crescent Connector roadway project, 2 Lincoln renovation project, Public Works Facility bond and,


WHEREAS, Elaine spearheaded the revival of the Social Services Grant program for the City and,

WHEREAS, Elaine will end her term as a City Councilor on April 30, 2026, concluding 23 years of dedicated service and leadership to the Village/City of Essex Junction; now, therefore, be it

RESOLVED that the City Council, on behalf of the staff and citizens of the City of Essex Junction, hereby extend our most sincere appreciation to Elaine for her commitment and dedication to the residents of Essex Junction.

Adopted this 29th day of April 2026 by the Essex Junction City Council.

City of Essex Junction Council



Amber Thibeault, President



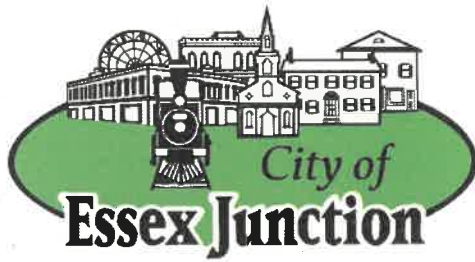
Marcus Certa, Vice President



Tim Miller, Clerk



Brian Shelden



RESOLUTION IN APPRECIATION OF MARCUS CERTA

WHEREAS, Marcus was elected to one of two open positions of the first City Council of Essex Junction in April 2023 and,

WHEREAS, Marcus served as Vice President of the City Council from 2025-2026 and,

WHEREAS, Marcus served on the CCTV (Channel 17) Board of Trustees as the City's alternate representative and,

WHEREAS, Marcus served on the Tree Farm Management board and,

WHEREAS, Marcus contributed to the development of the first Strategic Plan for the City, improved governance and community engagement practices, and provided support for the Crescent Connector roadway project, 2 Lincoln renovation project, and Public Works Facility bond and,

WHEREAS, Marcus will end his term as a City Councilor on April 30, 2026, concluding 3 years of dedicated service and leadership to the City of Essex Junction; now, therefore, be it

RESOLVED that the City Council, on behalf of the staff and citizens of the City of Essex Junction, hereby extend our most sincere appreciation to Marcus for his commitment and dedication to the residents of Essex Junction.

Adopted this 29th day of April 2026 by the Essex Junction City Council.

City of Essex Junction Council

A. Thibeault

Amber Thibeault, President

Tim Miller

Tim Miller, Clerk

Elaine Haney

Elaine Haney

Brian Shelden

Brian Shelden

Brownell Library Board of Trustees meeting minutes
Kolvoord Community Room
6 Lincoln Street, Essex Junction, VT
Tuesday, April 21, 2026

Brownell Trustees in attendance: Karen Hergesheimer, Sheila Porter, Christine Packard, Jessica Dow, Venessa Luck, Alex Carmical, Linda Hasan

Teen Trustees: N/A

Brownell Staff in Attendance: River, Wendy Hysko

Other Attendees: Liz, Marcus Wilson, Jeanne Grant, Diane Clemens

Meeting called to order at 6:30pm by Karen.

1. Agenda Changes/Deletions

- Additions to agenda:
 - Sign-ups for meeting minutes and Foundation Book Days
 - Add Executive Session
 - Add Permanent Board Meeting after meeting ends

2. Public to be Heard

- Karen welcomed public members in attendance.

3. Announcements

- Linda joined the board after recent election. Board introduced selves and welcomed her to the board.
- Alison wanted to update board about ice cream appreciation on May 2nd and asked to fill out the survey form so that they have an accurate number to plan for supplies/ice cream.

4. Minutes of Tuesday, October 21, 2025

- Sheila gave positive feedback on minute notes.
- Sheila moved to accept as written, Venessa seconded. Motion passed.

5. Financial Report

- Building repairs continue to be high, but hopefully will not incur any more charges for the year
- Checking balance \$2,106.78, Porter/Frost Fund \$3,057.18, CD \$2,966.42.
- Sheila moves to acknowledge, Christine seconded, motion passed.

6. Reports

- Staff reports:

+ Marketing: newsletter and other promotional areas will improve/change in the next few months.

+ Staff working hard to rebalance programming needs. Sheila noticing that cutting back is currently focused on school aged kids (which impacts families, grade school kids). Sheila voiced concerns around how this will impact community gaps of services for this age range- particularly around encouraging connection to the library beyond electronics. She encouraged staff to think about ways to create sustainability and continued support for this age group. River shared clarity on how cutting back refers to staff focused activities, and that there will continue to be volunteer-based activities and/or passive staff led activities (pre-prepared stations/activities). They also explained that staff face to face time is needed to keep overall library functioning in the afternoons. Board and staff agreed to continue to talk it out and see how this next year goes to use as information for future planning.

+ Staff evaluations; Wendy reported that staff evaluations are changing to a standardized deadline of July 1st. Previously it was expected to be completed based on a staff member's anniversary of their state date. Wendy and River reported that this requires a lot of time, paperwork, and administrative work, particularly given that spring is a busy time at the library.

+ The library served 209 people for tax support.

+ Jeanne asked for clarity on timing of staff salary negotiation. Wendy and River reported out that it typically starts a year before salary changes, and will likely start soon to account for timing of the fiscal year.

+ Pilot group started with transfer of interlibrary loans for patrons (groups within groups). Use of courier system and slowly growing.

7. Committee Reports

- No active committees at this time

8. Work groups

100th Planning

- Important Events:
- Saturday May 30th: 20's themed event, with costume, games, and light snacks provided.
- Friday July 17th 100th Party: BBQ, sidewalk chalk, Big Blue Trunk, games, ice cream truck, use parking lot for event space (ask people to walk or park elsewhere).
- 100th book: Alex Intended to raise funds through a collection of memories from community members. Information on the website. Hannah is in charge with managing the book and putting it together. Patrons need to sign a release. Essex Reporter articles are approved to use. Stories,

memories, poems, and drawings. Due in October. Alex will table during the 100th party to gather submissions and work on the history of the library including lost letters from an architect to Brownell Library. Board members should be reaching out to community members to encourage submissions. Karen recommended adding a usable google doc link to easily upload submissions (and signed release form). Example, flyer with QR code.

Sustainability

- Erna recently gave a presentation that the library passed 50% of SLI goals. Hannah will continue the work that Erna and the SLI group has started.

Budget work group

- The news is that the budget passed on election day! The city also voted to move voting/town meeting day to the same town meeting day in March (as most of the state does) and therefore budget process will start earlier this year, likely after July 1st. Reflected on the smooth process of the past budget work this year.

9. Staff update/education

- No staff education this month. Planning summer reading and staff changes. Full-time position (replacing Erna) will be posted in May.

10. Old Business

- Mentor Work group:

- Working on creating a digital and hard copy of an onboarding process for new trustees. Goal is to have a draft for the committee to review and then bring to the board to review. Karen shared details on hope of this process.

- Nonprofit Policy:

- Discussed current process of initial approval of non-profit groups, including Friends and Foundation. Requested Foundation to finalize have paperwork completed by May 1st. Foundation member Liz, asked for clarification on timeline. Wendy shared details on process and timing requests. Karen reported that Trustees should be prepared to vote next meeting on MOUs of both groups.

- Friends were initially approved last meeting. Foundation could be voted on tonight, if the board agrees to vote. Sheila moved that the board gives the Foundation initial approval until a written MOU is given by next meeting May 19th. Jess seconded. Karen and Linda recuse self from the vote. Wendy checked bylaws due to 5 members being eligible to vote. It was determined that the board does have a quorum based on bylaws, with Karen double checking after the meeting. Motion passed pending final approval that the vote was valid.

-Trustee photo update

- Taking picture next meeting May 19th for updated webpage.

11. New Business

- Dottie is on leave for 3 months and asked for the treasurer role to be replaced. Venessa expressed willingness to take over the treasurer role. Sheila nominated Venessa for treasurer. Christine seconded. Motion approved.

- City administration suggested that the board change voting for the trustee with the fiscal year (during the June meeting). The city expressed that it aligns with the City Council officers, election, and would match the year of appointment as the elected trustees. This might have help with old members leaving and new members joining. Karen recommended that the board think about this in a future meeting.

- Sign up for Meeting Minutes: May- Helen, June- Sheila, August – Jess

- Board Donation Days (10am-Noon): May 16th: Venessa, June 20th: Alex

12. Executive Session

- Karen moves that the Library Trustees enter into executive session to discuss a personnel evaluation, pursuant to 1 V.S.A. 313 (a) (3) to include the Library Trustees. Sheila seconded. Motion passed and executive Meeting started at 7:26pm.

- Sheila moved to end Executive meeting, Jess seconded, motion approved.

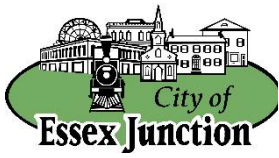
- Executive Session ended at 7:49pm

13. Adjournment

- Sheila moved to end Trustee meeting, Christine seconded, motion moved. Meeting ended 7:50pm.

Note on Vermont Open Meeting Law - minutes must be taken at every public meeting and must include at least the members present, active participants, motions made, and votes taken. And posted on website and be available by request within 5 days of meeting.

*** Minutes should be provided to the Library Director and Assistant Library Director for posting by Friday afternoon of the meeting week to adhere to Vermont Open Meeting law. ***



**CITY OF ESSEX JUNCTION
RECREATION ADVISORY COMMITTEE
REGULAR MEETING Draft Minutes**

*Online & 75 Maple St.
Essex Junction, VT 05452
Monday, April 27, 2026
6:00 PM*

Members Present

Bridget Downey-Meyer, Cora Delucia, Piper Goodkind, Pat Lynch, Rachel Hamm Vaughan, Joshua Birmingham

Members Not Present

Oona Osborne, Jocelyn Emilio

Staff Present

Mark Brislin

The meeting was called to order at 6:04 p.m. by Bridget.

1. WELCOME AND INTRODUCTIONS

2. ADDITIONS OR AMENDMENTS TO THE AGENDA

- The Pacifier Tree discussion was added to the agenda.
-

3. PUBLIC TO BE HEARD

- There were no members of the public present to be heard.
-

4. REVIEW AND APPROVE MINUTES FROM LAST MEETING

- The minutes were reviewed.
 - Rachel motioned to approve the minutes, Joshua seconded, and the motion passed unanimously.
-

5. RAC MEMBER FEEDBACK TIME

- No feedback was shared.

6. FROM IDEAS TO ACTION: NEXT STEPS FOR RAC

Discussion topics included:

- High school volunteer group
 - Community surveys
 - Master plan/goals
 - T-shirts/badges
 - Adult recess
-

7. DIRECTOR'S REPORT/UPDATE

- Mark shared the Director's Report, reviewing community events, programs, parks and pools, and licensed childcare.
 - Members asked follow-up questions, and Mark provided additional details.
-

8. PACIFIER TREE (ADDED AGENDA ITEM)

- Mark shared a request from a community member regarding the possibility of installing a Pacifier Tree in one of the parks.
 - The committee tabled the discussion until the next meeting to allow members time to research the idea further.
-

9. DISCUSS ANY POTENTIAL ACTION STEPS

- RAC members will research the Pacifier Tree concept.
 - Mark will locate and share the previous Master Plan with the RAC.
-

10. ADJOURN

- Pat motioned to adjourn, Rachel seconded, and the motion passed unanimously.
 - The meeting adjourned at 7:36 p.m.
-

Next Meeting

The next meeting is scheduled for June 3, 2026.

consideration of a specific agenda item. Regarding remote 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 Recreation Advisory Committee, 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 Essex Junction Recreation and Parks office at 802-878-1375 TTY: 7-1-1 or (800) 253-0191.

**City of Essex Junction
Tree Advisory Committee
DRAFT Minutes of Meeting
April 28, 2026**

Members Present: Nick Meyer, Warren Spinner, Max Seaton, Rich Boyers

1. Call To Order

The meeting was called to order at 4:40 by Nick.

2. Additions to the Agenda

No additions to the agenda

3. Public to Be Heard

No additional members of the community were present.

4. Approval of Meeting Minutes

Motion to approve March meeting minutes was made by Warren, second by Max.

5. 2026 Tree Planting

Nick and Warren, with the support of Essex Junction Public Works, pulled 23 trees from the BOB Nursery at the UVM Hort Farm and prepared them for planting. They connected with Shane to plant the trees, and they marked the sites for planting locations and Dig Safe notification.

Nick shared that ash trees will be removed by the First Congregational Church and A. W. Rich Funeral Home due to Emerald Ash Borer challenges and planned sidewalk replacement. The sites will be replanted next year once the sidewalk work is completed.

6. Arbor Day

The Arbor Day celebration will take place on May 13th at Hiawatha, Maple Street Park, and ADL. ADL students, who received a \$2000 tree grant, will plant 2 trees at each location with the support of the Tree Committee. At Hiawatha, kindergartners will be included in the celebration and help plant the trees. One of the trees planted at Hiawatha is a tulip tree that came from BOB nursery.

7. BOB Nursery Planting May 2

The Tree Committee will plant trees to fill in their rows at the BOB Nursery on May 2nd. Some of the trees are left over from the Hort Farm tree sale. Kyle from Burlington, will lend the Tree Committee an additional 10 trees, which the committee will replace in next year's order.

8. Tree Walk June 6- Publicity

Steve Rivard has taken the lead on the tree walk at St. Michael's College and the committee will follow up with him regarding details and publicity.

9. PSAs for Spring

Nick sent out an announcement about the planting day at the BOB Nursery on Saturday, May 2nd. The committee discussed other PSAs that would be appropriate for this time of year.

10. Engaging residents for tree planting-alternatives

The committee discussed more efficient ways to engage residents about tree planting other than knocking on doors. Some possibilities included door hangers and sending out letters.

11. Other items

The Tree Committee conveyed its appreciation to the Rotary Club for its \$600 donation which will help pay for tree planting including trees, growbags and compost.

12. Adjourn

The meeting adjourned at 5:35.

**CITY OF ESSEX JUNCTION
BOARD of CIVIL AUTHORITY
REGULAR MEETING
DRAFT MINUTES OF MEETING
MAY 4, 2026**

BCA MEMBERS PRESENT: Dylan Giambatista (Chair), Bethany Clark, Raj Chawla (remote), Diane Clemens, Cheri Davis (remote), Stepanie Holden, Susan McNamara-Hill (Clerk), Catherine Shearer, Brian Shelden (remote), Gibson Smith, Amber Thibeault (remote), Elisa Ziglar

MEMBERS OF THE PUBLIC PRESENT: None

1. CALL TO ORDER

Mr. Giambatista called the meeting to order at 6:02 PM.

2. AGENDA ADDITIONS/ CHANGES

None.

3. APPROVE AGENDA

ELISA ZIGLAR made a motion, seconded by DIANE CLEMENS, to approve the agenda. Motion passed 11-0, with STEPHANIE HOLDEN not yet in attendance.

4. APPROVE MINUTES of PREVIOUS MEETINGS

a. February 2, 2026

b. March 9, 2026

CATHY SHEARER made a motion, seconded by DIANE CLEMENS, to approve the minutes of February 2, 2026, and March 9, 2026. Motion passed 11-0 STEPHANIE HOLDEN not yet in attendance.

5. REVIEW ANNUAL ELECTION

Mr. Giambatista thanked all who volunteered for the April 14, 2026 election. He discussed opportunities for improvement. These include: improvements to exterior signage directing voters to the polling locations, ensuring that forms reflect Essex Junction's status as a city, and improved signage at the check-in area. Ms. McNamara-Hill will discuss signage requirements with the Community Development Department. Ms. Clemens encouraged staff to give election officials additional notice of when they would be needed to staff elections. She suggested sending at least two e-mails, 4-8 weeks in advance. She also suggested developing a list of those who are available to do voting visits for homebound residents. Mr. Giambatista suggested creating a subgroup to discuss potential changes to voting procedures. Ms. Ziglar, Ms. Clark, Ms. Clemens, Ms. Davis and Mr. Gibson will be participating. Mr. Giambatista said a new election official training is available.

6. BCA RULES of PROCEDURE

Mr. Giambatista said Essex Junction is in the middle of a tax assessment process, and that updated values will be provided to homeowners in early summer. He said rules of procedure should be developed to govern property value assessment appeals. He cited best practices from the Vermont League of Cities and Towns (VLCT). He suggested approval of the VLCT model rules, either this evening or at the June meeting. A hearing must be held for every appeal that is received, and around 3%-6% of properties are estimated to be appealed. Ms. McNamara-Hill said that appeals which come to the BCA are the second tier of appeals, as the Assessor hears appeals first. She has compiled all VLCT training materials,

however Mr. Giambatista recommends that all BCA members view the training recording. Following the procedures and transparency will help to make the process more smoothly. Mr. Giambatista said opening the hearing is the most important step in the process regarding timing. The model rules for property value assessment appeals will be reviewed and possibly approved at the next meeting in June.

7. OTHER BUSINESS

None.

8. ADJOURNMENT

ELISA ZIGLAR made a motion, seconded by BETHANY CLARK, to adjourn the meeting. Motion passed 12-0. Meeting adjourned at 6:28 PM.

Respectfully Submitted,
Darby Mayville
Recording Secretary

**CITY OF ESSEX JUNCTION
BOARD of ABATEMENT
REGULAR MEETING
DRAFT MINUTES OF MEETING
MAY 4, 2026**

BCA MEMBERS PRESENT: Dylan Giambatista (Chair), Kelly Adams, Bethany Clark, Raj Chawla (remote), Diane Clemens, Cheri Davis (remote), Stepanie Holden, Susan McNamara-Hill (Clerk), Catherine Shearer, Brian Shelden (remote), Gibson Smith, Amber Thibeault (remote), Elisa Ziglar

MEMBERS OF THE PUBLIC PRESENT: Jacqueline Campbell, Marcus Certa, Mary Garrity, Lloyd Goodrow, Dale Schmit

1. CALL TO ORDER

Mr. Giambatista called the meeting to order at 6:28 PM.

2. AGENDA ADDITIONS/ CHANGES

None.

3. APPROVE AGENDA

ELISA ZIGLAR made a motion, seconded by GIBSON SMITH, to approve the agenda. Motion passed 12-0, with KELLY ADAMS not yet in attendance.

4. APPROVE MINUTES of PREVIOUS MEETINGS

a. February 2, 2026

GIBSON SMITH made a motion, seconded by ELISA ZIGLAR, to approve the minutes of February 2, 2026. Motion passed 12-0-1, with STEPHANIE HOLDEN abstaining and KELLY ADAMS not yet in attendance.

5. APPLICATION FOR ABATEMENT

Mr. Giambatista explained the rules and procedures for abatement. Each applicant can share additional information beyond the previously provided written materials. Regarding conflicts of interest, Ms. Ziglar disclosed that she is the Treasurer of the HOA where Mr. Schmit lives. She does not believe that this represents a conflict of interest, all agreed.

a. Edward & Jacqueline Campbell, 14 Cascadnac Avenue

Mr. Giambatista administered an oath to Ms. Campbell. Ms. Campbell is requesting an abatement for her late charges, as she never received the original bill. Answering a question from Ms. Ziglar, Ms. Campbell said she did not notice public signage and relies on receiving the bill in the mail. The water bill is currently unpaid. The billing dates have not changed in at least 2-3 years. Mr. Giambatista said the BoA will decide during Deliberative Session, and the Clerk will notify her about the result. The process will be the same for all properties discussed this evening.

e. Lloyd Goodrow, 26 Hawthorn Circle

Mr. Giambatista administered an oath to Mr. Goodrow. He requested disclosures of conflicts of interest or ex-parte communications, of which there were none. Mr. Goodrow said the funds for his taxes left his account in sufficient time, however BillPay did not deliver the funds. As a result, he has filled out a form to have his taxes taken out of his account automatically. He has since paid the taxes and penalty. Ms. McNamara-Hill said the City never received the check from BillPay. She said many local banks contract with out of state agencies and can take a week or two to arrive. Mr. Goodrow said Vermont

Federal is not willing to refund him the late fee. He is requesting abatement of the late penalty. Mr. Goodrow issued a stop payment order on the original BillPay check.

c. Mary E. Garrity, 22 Lamoille Street

Mr. Giambatista administered an oath to Ms. Garrity. He requested disclosures of conflicts of interest or ex-parte communications, of which there were none. Ms. Garrity said the written amount on the check was incorrect, however the numbers themselves were correct. This was deposited by the City and later flagged by the bank. She would like reimbursement of the late fee penalty. She paid the correct amount and penalty the day or day after being notified by City staff.

d. Dale Schmit, 35 Brickyard Road Unit 19

Mr. Giambatista administered an oath to Mr. Schmit. He requested disclosures of conflicts of interest or ex-parte communications, of which there were none. Mr. Schmit said that his payment was automatically taken out of his account by Vermont Federal Credit Union for a BillPay payment. The check was never delivered to the City of Essex Junction and has since been canceled. He is requesting a waiver of the late fee. Ms. Holden encouraged Vermont Credit Union customers who have been affected by lack of BillPay deliveries to further discuss this matter with them. Ms. Thibeault encouraged Mr. Schmit to set up auto pay.

b. Elizabeth Elder, 43 Jackson St Unit A5

Ms. McNamara-Hill said that the applicant is requesting an abatement on the penalty as she was unaware that a second installment was due. The applicant is legally blind. Ms. McNamara-Hill is unaware if family members assist or facilitate the payment of her bills.

c. Sean and Kristin Fitzgerald, 63 Main Street

Ms. McNamara-Hill said that this is a business property. The applicant's payment was meter postmarked by their bookkeeper on March 13, 2026. The USPS postmark on the envelope was dated March 17, 2026, the day after the due date.

BETHANY CLARK made a motion, seconded by ELISA ZIGLAR, to enter deliberative session. Motion passed 13-0.

6. OTHER BUSINESS

None.

7. ADJOURNMENT

BETHANY CLARK made a motion, seconded by ELISA ZIGLAR, to adjourn the meeting Motion passed 13-0.

Respectfully Submitted,
Darby Mayville
Recording Secretary