

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

Online & 2 Lincoln St.
Essex Junction, VT 05452
Wednesday, March 22, 2023
6:30 PM

E-mail: admin@essexjunction.org

www.essexjunction.org

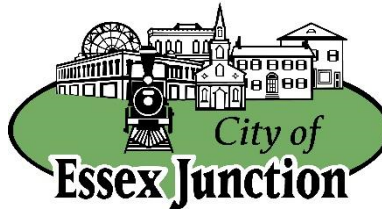
Phone: (802) 878-6944

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

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

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **RECOGNITION**
 - a. Consider Resolution of Appreciation for Christine Packard
5. **PUBLIC TO BE HEARD**
 - a. Comments from Public on Items Not on Agenda
6. **BUSINESS ITEMS**
 - a. Department Head Conversation with Wendy Hysko, Library Director
 - b. Update from the Tree Advisory Committee and Arbor Day Proclamation
 - c. Chittenden Solid Waste District Budget Presentation, Sarah Reeves
 - d. Discussion and consideration of Department of Energy Grant Support Letter
 - e. *Discussion and consideration of an Executive Session to discuss pending or probable civil litigation
7. **CONSENT ITEMS**
 - a. Approve Check Warrants #17343 (030323); #17344 (030823); and #17345 (031023)
 - b. Approve Minutes: March 6, 2023; March 8, 2023; March 13, 2023
 - c. Zoning Administrator Appointment of Community Development Director Chris Yuen
8. **READING FILE**
 - a. Council member comments
 - b. February 2023 Financial Reports
 - c. PACIF Grants: Respectful Workplace Training & EJRP cameras
 - d. Green Mountain Job and Retention Program
 - e. Planning Commission Minutes: March 9, 2023
9. **EXECUTIVE SESSION**
 - a. * An executive session may be needed to discuss pending or probable civil litigation
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. 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.



RESOLUTION OF APPRECIATION
FOR SERVICE OF CHRISTINE PACKARD

- WHEREAS Christine Packard has served as Chair of the Brownell Library Board of Trustees from January 2006;
- WHEREAS After seventeen years of leading the Brownell Library Board of Trustees, Christine Packard has stepped down as Chair, but will continue as a member of the Board;
- WHEREAS Christine Packard's thoughtful leadership, calm demeanor, attention to detail and deep appreciation for the Brownell Library and former Village, and now City of Essex Junction, will be missed;
- WHEREAS Christine Packard led the Brownell Library Board and Library through many years of work and issues including two Town/Village merger municipal discussions, three long range plans, one major overhaul of Brownell Library policies, significant Library security improvements including a panic button system and security camera system, the departure of a long time Library Director and hiring of her successor, and a worldwide pandemic;
- WHEREAS The staff of the Brownell Library and Brownell Library Board of Trustees cannot thank Christine enough for her leadership and dedication over the past seventeen years,

NOW, THEREFORE BE IT RESOLVED

That on this day, Wednesday March 22, 2023, the Essex Junction City Council expresses its appreciation to Christine Packard for your many years of service to the Brownell Library in the City of Essex Junction. We thank you for your time and leadership in our community.

WITH SINCERE APPRECIATION,

Andrew Brown, President

Raj Chawla, Vice President

Amber Thibeault

Dan Kerin

George Tyler



The Essex Junction Tree Advisory Committee, (TAC), serves in an advisory capacity to the City of Essex Junction Council, Planning Commission, City Manager and the Superintendent of the Department of Public Works. TAC was established in 2014 to provide a mechanism for the planting, maintenance, protection and removal of trees and shrubs on public streets, parks, and city owned properties within the City of Essex Junction. The committee works in cooperation with the City Tree Warden.

Street trees, the trees in your yard, and trees in our parks comprise the city's urban forest. and contribute to our city's livability and beauty. The benefits of trees are numerous. Trees control erosion, lessen storm water runoff, dampen wind and sound, help cool our homes and buildings, provide food and shelter for wildlife, convert carbon dioxide into oxygen, and add immeasurable beauty to our environment.

In 2022, TAC accomplished many projects that will benefit Essex Junction for years to come. As we continue our tree planting effort, we are happy to report that we planted 24 new trees that now grace city streets! The largest planting occurred on Maple Street at the police station and at Albert D Lawton Middle School. In a celebration of Arbor Day, students from Brian Neufeld's class assisted in planting the trees. One goal of the Tree Committee is to educate residents about the value of the urban forest. Schools offer a unique opportunity to teach the importance of trees to our youth and help them become the future stewards of this valuable resource. Every year TAC has held an Arbor Day event at one of the 5 schools in the Junction.

In 2019 TAC began a partnership with the Branch Out Burlington nursery to grow our own trees for Essex Junction. Tree Committee members, as well as other volunteers from the Junction, plant and care for the trees throughout the growing season until they are ready, usually in two years, to be transplanted to our streets. 2022 marks the first year that we did not purchase any trees but sourced them all from our nursery which amounts to significant savings for the city. We greatly appreciate Branch Out Burlington for giving TAC the opportunity to be part of their organization!

The Emerald Ash Borer has now been detected on our doorstep in the communities of Williston, Colchester, Milton and Richmond. TAC developed an EAB management plan in 2018 to deal with this threat. In a few neighborhoods ash trees were planted on both sides of the street. Once the infestation begins, the trees will die, changing the street scape dramatically. Our strategy is to interplant new trees where possible but also begin the removal process and replant trees in the same location. This effort will lessen the impact of the Ash Borer and create a more diverse tree canopy that can better withstand invasive pests. This year we planted new trees on Hayden, Wilkinson, Tyler and Lavoie Drives.

The City of Essex Junction has been designated A Tree City USA community by the National Arbor Day Association. Communities that receive this award, have shown their commitment to the urban forest. This marks the seventh straight year that the Junction has been honored for caring for and expanding the urban forest.

TAC collaborated with the Essex Junction Planning Commission on their update of the Land Development Code. In numerous surveys residents have placed a high value on trees and increasing the Junction greenspace. TAC suggested language to the code, that was adopted, this language will assist the Commission as they review new development applications. The PC can request that TAC assist them in that review process.

We say goodbye to Tim Kemerer, who served on TAC for many years, and now welcome Nicole Klett to the committee!

In closing, the Committee would like to thank the residents of Essex Junction, the City Council, and the Public Works Department for their continued support.

Respectfully submitted,

Nick Meyer

The Village of Essex Junction Tree Advisory Committee

Celebrate Arbor Day

Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, This holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, Trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, Trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, Trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Andrew Brown President of the Essex Junction City Council, do hear by proclaim April 28, 2023 as

Arbor Day

In the City of Essex Junction, and I urge all citizens to celebrate Arbor Day and support efforts to protect trees and woodlands, and

Further, I urge all community members to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this _____th day of _____, 2023,

President _____



ADMINISTRATIVE OFFICE
1021 Redmond Road
Williston, VT 05495
EMAIL info@cswd.net
TEL (802) 872-8100
www.cswd.net

March 9, 2023

Regina Mahony
Village of Essex Junction
2 Lincoln Street
Essex Jct., VT 05452

Dear Regina:

Attached please find a copy of the Chittenden Solid Waste District Proposed FY 24 Budget. **CSWD is scheduled to meet with City of Essex Junction Board of Trustees on Wednesday, March 22, 2023 at 7:00 p.m.** Please forward the attached Budget to the Trustees for their review.

The Board of Commissioners approved sending the Proposed FY 24 Budget to Member towns for their approval on Wednesday, March 8, 2023. Below is Section 4. (b) of the Chittenden Solid Waste District Charter.

Within 45 days of the approval of the budget by the Board of Commissioners, the legislative body of each member municipality shall act to approve or disapprove the budget.

The budget shall be approved if approved by the legislative bodies of a majority of the member municipalities. (For such purposes, each member municipality shall be entitled to one vote.) A legislative body that disapproves the budget must file with the Board of Commissioners a written statement of objections to the budget identifying those specific items to be changed, and failure to file such statement of objections within the forty-five (45) day period shall constitute approval by such municipality. A legislative body that fails to act to approve or disapprove the budget within the forty-five (45) day period shall likewise be deemed to have approved the budget.

As stated above, each member municipality may choose to approve or disapprove the budget prior to April 22, 2023. Please feel free to contact me should you have any questions. Thank you.

Sincerely,

A handwritten signature in cursive script that reads 'Amy Jewell'.

Amy Jewell
Director, Administration

Cc: Mike Sullivan –Rep, Amber Thibeault, Alt.

February 28, 2023

FISCAL YEAR 2024 BUDGET

Dear Board of Commissioners and Citizens of Chittenden County,

I present to you Chittenden Solid Waste District's Fiscal Year 2024 Budget proposal. It provides necessary funding for facilities, operations, public programs, and capital programs to meet the Board's strategic goals over the coming year. It also lays the foundation to continue to advance those goals towards the future. I am happy to tell you that the financial condition of CSWD is sound, therefore **I do not see a need for any municipal assessments or per capita fees**. We continue to be self-sufficient, relying on revenue from facility user fees, material sales, and fees charged to haulers when disposing Chittenden County trash at the landfill to cover the costs of the services we provide.

Managing Increasing Costs Across Programs

Costs continue to increase in several key areas, specifically health benefits, hauling services, fuel costs, waste disposal fees we pay at the transfer station, and processing fees we pay our MRF operator. The cost-of-living adjustment provided in July 2022 was below the 12-month average for June, leaving employees behind the curve. This budget proposes a 7% COLA for July 1, which is slightly below the December 2022 index of 7.4%. We monitor the US Bureau of Labor Statistics' consumer price index for the Northeast (Urban B/C class) and use this as the foundation for COLA recommendations. CSWD's recommendation is in line with budgeted adjustments for similar organizations, like the Champlain Water District, Addison County Solid Waste Management District, and Rutland Solid Waste Management District. In an effort to mitigate the costs associated with healthcare benefits, CSWD moved to a lower-priced plan and increased the employee contribution to healthcare premiums. Employees now contribute 3.5% of their salary/wages towards the costs of providing healthcare benefits, up from a previous contribution of 3.25% of salary/wages. These two changes decreased the impacts to the District, and the resulting overall increase to employee Total Compensation per Full-Time Equivalent was 1.9% over FY23.

MATERIALS RECOVERY FACILITY:

MRF processing costs are rising significantly in FY 2024 due to a new operating contract with MRF operator, Casella Waste Systems. CSWD pays Casella a per-ton fee to operate the MRF and to market the sorted materials. This processing fee is increasing by 55%, from \$45/ton to \$70/ton as of March 1, 2023. **To remain a self-supporting facility, we will be raising the MRF tip fee from \$80/ton to \$85/ton as of July 1.**

Unexpectedly, the second and third quarters of FY 2022 produced the strongest commodity markets results in over a decade. As quickly as the markets rose, they receded, and we entered the second and third quarters of FY 2023 with depressed pricing yet again. High demand in spring of calendar

2022 was due to manufacturers over-ordering supplies, and the resulting softening of the markets was due to manufacturers working through what they'd purchased in the spring. The demand remains suppressed heading into FY 2024, however pricing is beginning to normalize. This budget assumes a conservative average commodity revenue of \$80/ton, but I expect we will surpass that average.

Modern Facility

In November 2022 Chittenden County voters voiced overwhelming support for the construction of a new Materials Recovery Facility on Redmond Road in Williston. Of the 33,000 votes cast on the bond request, 83% were votes in favor. CSWD is grateful for, thankful for, and humbled by the literal vote of confidence. The vote authorized a not-to-exceed bond amount of \$22,000,000. We are working to reduce this burden through a combination of grants, zero-interest loans, and District capital reserves. We are proposing a state-of-the-art facility, complete with high-tech sorting equipment and an education center. Advanced sorting capability will mean that we'll have the space and flexibility to expand what can be recycled in our blue bins/blue carts, allowing more to be diverted from the landfill and directed to manufacturers as raw materials. In this fiscal year, we will be selecting a construction firm and aim to break ground in spring of 2024.

ORGANICS DIVERSION FACILITY:

Organics Diversion Facility tip fees are increasing from \$65/ton to \$70/ton starting July 1. The increase reflects the goal of bringing the ODF closer to self-sufficiency. This goal took a significant hit in FY21-22 as Casella began diverting most of their collected food scraps to their depackaging facility. This reduction represented approximately 30% of the inbound compost feedstock and, while some material has come back to the ODF we are still operating far below where we were in FY 2021. We've budgeted anticipated food scraps tons inbound to 4,900 tons.

In FY24 we will complete Phase II of the build-out of the facility. The build-out includes a new scale, new residential food scrap drop-off area, new entrance to the ODF, and a new traffic flow through the facility. This phase of construction at the ODF increases site safety, allows us to accept up to 7,000 tons of food scraps annually for composting, and allows us to add real-time contamination checks which will lead to greater quality control and customer education opportunities.

We've normalized our sales expectations back to FY18-19 levels, as the Covid-related compost sales boom has receded. Having a local to Chittenden County resource able and willing to accept the county's food scraps means that county residents and businesses can feel good about complying with the state's mandate to keep food scraps out of the landfill because the food scraps are becoming compost, and that the cost to manage those food scraps remains affordable.

DROP OFF CENTERS:

As mentioned in last year's budget letter, in order to eliminate the DOC subsidy, **we are raising bag prices in FY 2024.** We are continuing to review our materials management practices and policies to obtain a truer understanding of the costs of managing waste materials through the system, particularly those materials for which we currently do not charge a fee. These no-fee materials are subsidized by the CSWD general fund, and the subsidy required by the DOC system is growing, this

year topping out at \$421,000 without a price increase. The increases are bringing CSWD back to pre-Covid pricing practices, with the smallest bag priced at \$3.00 (up from \$2.00), a medium bag up to \$8.00 and the largest bag up to \$11.00. These increases get us closer to covering the costs of managing recycling and food scraps as part of the price of a bag of trash (the smallest bag price still doesn't cover those costs) and allow the DOCs to generate a small amount of revenue to contribute to the capital reserve fund.

Friendly Neighborhood DOC

Even though the DOCs are District facilities, they are very much seen as “local”. This capital budget includes long-awaited improvements to the DOC in Milton as well as redesigning the DOC in Burlington. The remaining DOCs will receive updates in successive out-years.

We are also proposing changing the DOC schedule for all sites (except Hinesburg) to a Tuesday – Saturday schedule, 8:00am 3:30pm. This schedule adds service days to Milton and Burlington and provides two-days off in a row for our hard-working DOC staff members. The five-day schedule creates significant efficiencies for our Maintenance Team to perform vital repairs and improvements at the DOCs while they are closed to the public, improving effectiveness and safety. Our six DOCs serve 28% of Chittenden County as a primary source of waste disposal, recycling, and management of special materials not accepted elsewhere. More than 75% of Chittenden County residents use the DOCs each year, such as for electronics recycling, bulky waste disposal, or leaf and yard waste drop off. We recognize that we perform a vital function in the community, and the challenge is to do so safely, efficiently, economically, and in an environmentally responsible manner.

SOLID WASTE MANAGEMENT FEE:

I am recommending that the Solid Waste Management Fee remain at \$27.00 per ton of trash disposed, however the time has come to review the uses of the fee and to discuss a regular schedule of small increases. This is the fee charged to haulers when they dispose trash in the landfill in Coventry. The fee has not risen in ten years, despite dramatic increases in District expenses.

As the economy slowly recovers and grows, as it is forecast to do through 2023-4, waste reduction education will be even more important. Our team of solid waste professionals is dedicated to ensuring our members' solid waste is managed in an environmentally sound, efficient, effective and economical manner. I continue to work with our team positioning CSWD to make sure we remain a stable and predictable service provider to the citizens of Chittenden County.

Sincerely,



Sarah Reeves, Executive Director

FY 2024 BUDGET PROPOSAL

**TO VIEW BUDGET DETAIL VISIT
[CSWD Financial Information](#)**



Chittenden Solid Waste District

**1021 REDMOND ROAD
WILLISTON, VT 05495
802-872-8100**

CHITTENDEN SOLID WASTE DISTRICT FY 2024 BUDGET PROPOSAL

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Individual Program Budgets with Details and Comparisons to previous years are available on line at <https://cswd.net/about-cswd/financial-information/>



ADMINISTRATIVE OFFICE
1021 Redmond Road
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A.

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To: CSWD Member Municipality Legislative Bodies
From: Sarah Reeves, Executive Director
Nola Ricci, Director of Finance
Date: March 15, 2023
RE: Fiscal Year 2024 Budget Proposal

OVERVIEW

Fiscal Year 2024 brings many important changes to the future of CSWD. We will be breaking ground on the new Materials Recycling Facility, reconfiguring the CSWD Drop Off Center at Burlington, redesigning the CSWD Drop Off Center at Milton, and feeling settled into our leased Administrative building at 19 Gregory Drive in South Burlington.

In Fiscal Year 2024, we welcome the new Operating Administration department under the Operating Programs. This new department will absorb the responsibilities of our former Engineering department. With this change we can develop a more robust Operating Program and continue to progress forward.

The proposed budget for FY24 remains conservative and acknowledges some of the increases we've experienced, and those we anticipate, as costs rise. Capital construction projects at the Organics Diversion Facility are expected to be completed by the end of FY23. FY24 will be the first full fiscal year at the leased Administration building, and administrative staff will use this opportunity to deliberate on future administrative building needs and expenses.

Materials Recovery Facility Highlight

In November 2022, Chittenden County voters voiced overwhelming support for the construction of a new Materials Recovery Facility on Redmond Road in Williston. Of the 33,000 votes cast on the bond request, 83% were votes in favor. CSWD is grateful for, thankful for, and humbled by the literal vote of confidence. The vote authorized a not-to-exceed bond amount of \$22,000,000. We are working to reduce this burden through a combination of grants, zero-interest loans, and District capital reserves.

In late Q2/early Q3, we will be selecting a construction firm and aim to break ground in early Q4 2024. Preliminary engineering and design work for the new MRF is budgeted in FY23 as a capital expense and would be reimbursable through bond proceeds. Full project debt service is unknown as of the date of this memo because there are two grant requests outstanding and the financing package is still being developed, however a revenue sufficiency study performed for the project shows tip fees and commodity sales revenue generated by the facility to be sufficient to pay annual operating costs + debt service of \$1,200,000.

CSWD SOURCES OF REVENUE

The CSWD Charter says that the District may charge fees for its services and that those fees shall be equitable. It also states that “the Board of Commissioners shall...establish and adjust...tipping fee(s) for the purpose of generating revenues from sources other than assessments to member municipalities, particularly concerning the operation and maintenance of any District solid waste management or resource recovery facility”, and that “once the District has a disposal facility, it will rely primarily on tipping fees for revenues...” The CSWD Board of Commissioners has long interpreted this section of the Charter to mean that District solid waste management facilities should aim to be self-supporting based on revenue derived from the services rendered. This means covering the costs to run the facility through tip fees, user fees, and product sales like compost, paint, and sorted recyclables. The costs we need to recover include disposal fees we pay to vendors (such as Casella), insurance, fuel, equipment, wages & benefits, utilities, and transportation, in addition to covering infrastructure improvements.

CSWD’s revenue has three main components: Solid Waste Management Fees (SWMF), User Fees (tip fees), and Material Sales. The remaining revenue comes from rental income, license fees, bin sales, grants, and Extended Producer Responsibility program reimbursements. **CSWD receives no municipal payments (assessments, per capita fees, tax payments, etc.) from our member communities.**

- Solid Waste Management Fees: \$27/ton charged on each ton destined for disposal. Four material types make up the tons subject to the SWMF-municipal solid waste, construction & demolition debris (C&D), construction & demolition debris fines, and material eligible to be used as alternate daily landfill cover (ADC). C&D fines and ADC are charged 25% of the SWMF, or \$6.75/ton. **In FY23, SWMF are 22% of the revenue budget.**
- Tipping/User Fees: Fees charged for material disposal at Drop-Off Centers (DOCs), the Materials Recovery Facility (MRF), the Organics Diversion Facility (ODF), and the Environmental Depot. **In FY23, Tip/User Fees are 58% of the revenue budget.**
- Material Sales: Revenue generated from the sale of products we make—compost products, Local Color paint, baled recyclables—or products we purchase on behalf of the public and then resell, like compost bins. **In FY23, Materials Sales are 17% of the revenue budget.**

REVENUE SNAPSHOT

Revenue (in thousands)	FY22 Actual	FY23 Budget	FY24 Budget	Change from FY23 Budget	Change from FY22 Actual	% of Overall Revenue
Tip Fees	7,572	7,724	8,937	15.70%	18.03%	58.0
Material Sales	4,815	2,541	2,629	3.46%	-22.88%	17.1
SWMF	3,409	3,382	3,336	-1.36%	-1.46%	21.7
All Other	761	385	500	29.87%	-34.30%	3.2
TOTAL	16,557	14,032	15,402	9.76%	-6.98%	100%
Cost of Goods Sold	240	172	122	-29.07%	-49.17%	
Gross Profit	16,317	13,860	15,280	10.25%	-6.36%	

Tip Fees, User Fees, and Material Sales Assumptions:

- MRF tip fees were last raised in March 2020. We’ve held the tip fee at \$80/ton since then, however MRF processing costs are rising significantly in FY 2024 due to a new operating contract with MRF operator, Casella Waste Systems. CSWD pays Casella a per-ton fee to operate the MRF and to market the sorted materials. This processing fee is increasing by 55%, from \$45/ton to \$70/ton as of March 1, 2023 and as a result in order for the MRF to remain self-supporting **we are budgeting a modest increase in the tip fee to \$85/ton in FY24.**
- The fiscal year average commodity revenue (ACR) value from material sales through December 2022 was \$54/ton, down from approximately \$158/ton average through the same period in FY22. Cardboard and mixed paper pricing plummeted after setting 10-year records the previous year. The severe decrease was due to mills and manufacturers reducing purchasing material and instead worked through the material they purchased the year before during the buying frenzy. This decreased demand is expected to continue through at least the 2nd quarter of FY24. Plastics pricing is stable, with good demand for HDPE-Natural (milk jugs) and for PET. We have budgeted MRF materials sales very conservatively at \$80/ACR. We are assuming 47,500 tons of inbound recycling, and marketing 38,000 of those tons.
- Organics Diversion Facility tip fees are increasing from \$65/ton to \$70/ton starting July 1. The increase reflects the goal of bringing the ODF closer to self-sufficiency. This goal took a significant hit in FY21-22 as Casella began diverting most of their collected food scraps to their depackaging facility. This reduction represented approximately 30% of the inbound compost feedstock and, while some material has come back to the ODF we are still operating far below where we were in FY 2021. We’ve budgeted anticipated food scraps tons inbound to 4,900 tons.
- We are not expecting pandemic-level product sales in FY24 and instead have budgeted a normalized (to FY18-19 levels) sales expectation.
- The Drop Off Centers continue to show need of significant subsidy. Without a price increase, the subsidy for FY24 would be \$421,000. Recycling and food scraps management are bundled in the pricing of trash when brought together as a unit, and the current pricing doesn’t recover the full cost of managing all three of these material streams. CSWD has maintained subsidized pricing since September 2020 despite significant system-wide increased expenses across the board, such as disposal fees we pay to Casella, health insurance increases, fuel increases, etc. Holding bag pricing low resulted in a DOC system subsidy of \$398,000 in FY22, and projected subsidy of \$422,000 for FY23. This budget proposes **increasing bag fees at the DOCs to \$3.00 (small), \$8.00 (medium), and \$11.00 (large).** The increase eliminates the subsidy for FY24, allowing the DOCs to cover their costs through user fees.

	Small (up to 13 gallon)	Medium (14-35 gallon)	Large (36-45 gallon)
Pre-Covid (FY20)	\$2.75	\$5.75	\$7.50
Current FY23	\$2.00	\$6.00	\$8.00

Proposed FY24	\$3.00	\$8.00	\$11.00
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Additional pressure on DOC revenue is due to the many items managed at the DOCs that do not have adequate (or any) revenue associated with them, meaning we are subsidizing the collection and management of certain materials such as universal waste, some electronics, and leaf and yard debris. Increasing these fees eliminates the current subsidy need of the DOCs. Revenue is down at the DOCs in part due to the loss of the Richmond facility and the continued limited use at the Burlington site. There is not yet an agreement on a renovated facility in Burlington, however discussions with the City continue in earnest. The new goal is to have an expanded facility in place by Q2 FY24.

Solid Waste Management Fee:

Solid Waste Management Fees (the fees charged to haulers when they dispose trash in the landfill in Coventry) revenue is projected to be slightly lower than FY23 budget (-1.36%). We used the Solid Waste Disposal and Diversion Trends Model developed for CSWD by SERA, Inc to generate our projections for FY24. The model estimates the SWMF to be 1.5% lower than FY22 actuals. Supporting the model’s output, the state’s Joint Fiscal Office is projecting flat economic conditions in FY24 as uncertainty remains regarding efforts to rein in high inflation. The **Solid Waste Management Fee will remain at \$27.00 per ton of trash disposed**, however the time has come to review the uses of the fee and to discuss a regular schedule of small increases. The fee has not risen in ten years, despite dramatic increases in District expenses. This fee pays for District Administration and Outreach and Education programs and personnel.

A common misperception regarding the solid waste management fee is that it can be used as a deterrent to excessive waste generation. This isn’t the case. Individuals don’t pay this fee directly as a unit of \$27 per ton, nor is the amount paid by haulers attributable to any single generator of waste. In other words, the fee is paid on the aggregated landfill-disposed tons generated by all people (individuals, businesses, institutions) in Chittenden County. Haulers pass the fee on to their customers across all tons generated, diluting the amount that any one customer pays. The solid waste management fee is considered a “cost of doing business” for haulers (CSWD also pays this fee on trash managed at the DOCs) and is included in the general fee charged for trash management and disposal. If every person’s waste was weighed individually, and the solid waste management fee charged to each person based on the waste that they alone generate, then raising or lowering the fee would impact people at the individual level. This isn’t how waste is managed in Vermont. Individuals can reduce their portion of the fee that they pay by generating less waste to be managed through a Drop-Off Center, where people pay by the bag for their trash. Curbside customers will not a reduction on their specific household bill due to waste reduction unless they reduce the frequency of service (receive twice monthly collection instead of weekly collection, for example).

EXPENSES SNAPSHOT

	Actual	Budget	Forecast	Change from FY23 to FY24	
	FY22	FY23	FY24	\$	%
Expenses					
Payroll Expenses					
Salaries & Wages	3,163,688	3,459,112	3,752,336	293,224	8.5%
Benefits	1,307,131	1,501,030	1,630,639	129,609	8.6%
Total Payroll Expenses	4,470,819	4,960,142	5,382,975	422,833	8.5%
Travel & Training	53,282	96,568	118,175	21,607	22.4%
Administrative Costs	49,720	123,474	182,885	59,411	48.1%
Professional Fees	177,566	268,330	280,690	12,360	4.6%
Equipment & Fleet	807,663	772,967	772,074	(893)	-0.1%
Supplies	120,559	119,623	133,644	14,021	11.7%
Materials Management	4,804,118	6,150,788	6,691,366	540,578	8.8%
Property Management	510,873	490,262	597,111	106,849	21.8%
Promotion & Education	109,675	163,052	142,178	(20,874)	-12.8%
Community Support	23,210	106,300	100,950	(5,350)	-5.0%
Total Expenses	11,127,484	13,251,506	14,402,047	1,150,542	8.7%
Net Ordinary Income	5,189,689	608,022	878,311	270,289	44.5%

Key Points:

- Full-time Equivalent (FTE) staffing needs increased by 3.21 from 49.45 to 52.66. The cost-of-living adjustment provided in July 2022 was below the 12-month average for June, leaving employees behind the curve. Although this budget proposes a 7% COLA for July 1 (which is slightly below the December 2022 index of 7.4%), the overall total compensation increase is just 1.9% per full-time equivalent over FY23.

	FY23	FY24	Difference
Payroll Expense	4,920,892	5,382,975	+8.6%
Full Time Employee	49.45	52.66	+3.21 FTE
Expense per Employee	100,306	102,221	+1.9%

- We monitor the US Bureau of Labor Statistics’ consumer price index for the Northeast (Urban B/C class) and use this as the foundation for COLA recommendations (following District practice in place for the past decade). CSWD’s recommendation is in line with budgeted adjustments for similar organizations, such as the Champlain Water District, Addison County Solid Waste Management District, and Rutland Solid Waste Management District. In an effort to mitigate the costs associated with healthcare benefits, CSWD moved to a lower-priced plan and increased the employee contribution to healthcare premiums. Beginning July 1, employees will

contribute 3.5% of their salary/wages towards the costs of providing healthcare benefits, up from a previous contribution of 3.25% of salary/wages. These two changes decreased the impact to the District.

- Finance department costs are lower now that the new budgeting, accounting and payroll software systems have been implemented.
- Administrative costs are higher due to the new expense of a lease payment for the office space at 19 Gregory Drive. General Supplies are also slightly higher, corresponding to a physical return to the office for most Admin staff.
- Travel and Training assumes a return to attending conferences, workshops, and trainings in person; how much will occur remains to be seen. Where we can continue to attend events remotely, we will do so. We have promoted several employees to new leadership positions and will be providing training to them to support their growth and success.
- Materials Management is up moderately, reflecting general increases in transportation costs. Materials Management is how we refer to hauling services we use to move materials we produce (compost, recyclables) to market, and move materials we collect (MSW from Drop-Off Centers, trash we generate, etc.) to disposal. DOC disposal contract costs are up nearly 11%. We have negotiated a wintertime glass management contract with a new vendor which will significantly reduce this cost, from \$130/ton to \$95/ton.

RESERVE FUNDS

Please see the FY24 Reserve Funds memo included in the budget packet for details on the reserve balances.

In FY22, the District revised the Reserve Fund Guideline and structure. The new structure establishes a priority funding mechanism, minimum and maximum balances, and proposes to restrict certain funds (Closed Landfill, Facility Closure, and Biosolids). As each priority reserve reaches its maximum, remaining excess revenue flows (“waterfalls”) to the next priority reserve fund in order, as illustrated below:

Reserve Type	Reserve Name	Minimum Carry Value	Maximum Carry Value
Restricted	Biosolids Reserve	Current depreciation of Biosolids Trailers, as contracted	\$650,000 or cost of replacing Biosolids trailers
Restricted	Landfill Post Closure Reserve	Original cost of calculated closure less operating reduction	Original cost of calculated closure

Restricted	Facilities Solid Waste Termination Reserve	Calculated cost of facility solid waste termination	Highest past calculated cost of facility solid waste termination
Reserve Type	Reserve Name	Minimum Carry Value	Maximum Carry Value
Temporarily Restricted	Material Recycling Facility Reserve	10% of total Bond	10% of total Bond
Assigned	Facilities Decommission Reserve	Calculated cost of facilities decommissions	Highest past calculated cost of facilities decommissions
Assigned	Solids Waste Management Reserve (General Fund)	3 months of budgeted administrative expenses	6 months of budgeted administrative expenses, or highest past calculated cost
Assigned	Community Clean Up Fund	Current balance due to communities	Maximum carry over allowed to communities
Assigned	Operating Reserve	3 months of budgeted operating expenses	6 months of budgeted operating expenses, or highest past calculated cost
Assigned	Capital Reserve	Current value of fully depreciated assets	Current value of total asset depreciation
Unrestricted	Undesignated Fund	5% of budgeted revenue	10% of budgeted revenue

Assigned FUNDS

Capital Reserve

In FY21, we moved to a single Capital Reserve fund rather than separate capital reserves for each program. This was done to reflect the reality of our accounting and banking system, to improve strategic planning efficiency, and to eliminate proprietary feelings over capital funds. CSWD is one singular fund, and as such all “reserve funds” exist merely on paper – although some long-term reserve dollars are held in interest-bearing accounts, in general funds are not deposited into separate bank accounts. There are no separate pots of money destined for use in particular programs. The District formerly budgeted individual capital reserve fund contributions and tracked each program’s contribution and total, albeit not precisely. This practice gave the impression that separate funds existed.

Beginning in FY22, we no longer budgeted for programs to contribute to the capital reserve if the program is being subsidized. In previous budgets, each program that used capital funds would budget a capital fund contribution, which would occur as an expense. When the revenues, expenses, and allocations were tallied, nearly every operating program would be “in the red” and require subsidized support, which is funded through solid waste management fees. This practice did not support transparent accounting of the individual operations programs’ relative economic health. Subsidies are now accounted for “below the line” so that the operating health of each program is clear.

Operating Reserve

The Operating Reserve provides a buffer against unexpected events (such as we experienced with COVID-19) or large unbudgeted but necessary operating expenses, such as if outside vendor contracts that are deemed necessary change without notice. This reserve allows us to weather the unanticipated and provide time to discuss and implement a new direction without resorting to snap decisions. In FY23, the Operating Reserve was seeded with excess MRF revenue.

RESTRICTED FUNDS

The Biosolids, Closed Landfill, and Facilities Closure reserve funds are considered Restricted Funds as a best practice. Restricting these reserves means that the funds attributed to these programs may be used only for the expenses of these programs. Excess funds, after their restricted use, may be redistributed as deemed appropriate by management.

BOTTOM LINE

Each year, we need to “get to zero”. In FY24, we are projecting \$875,311 in income after capital and allocations needing to be transferred to reserves.

Revenue	\$15,401,763	
Cost of Goods Sold	\$121,405	
Gross Profit		\$15,280,358
Expenses		<i>\$14,402,047</i>
Income from Operations		\$878,311
Transfer from (to) Closed Landfill Reserve	\$176,452	
Transfer from (to) SWMF Reserve	\$7,236	
Transfer from (to) Biosolids Reserve	(\$45,500)	
Transfer from (to) Operating Reserve	(\$176,385)	
Transfer from (to) Capital Reserve	(\$934,614)	
Transfer from (to) Community Clean Up Reserve	\$95,000	
Facility Closure Reserve	(\$500)	
Net		-

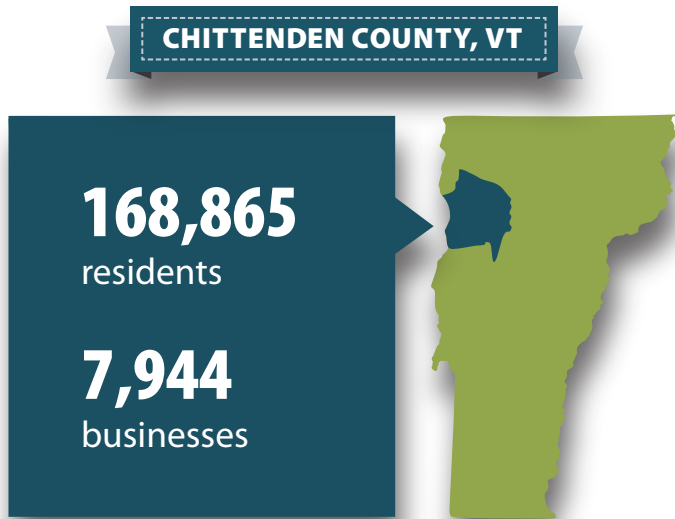
who we are

OUR MISSION

The Chittenden Solid Waste District's mission is to reduce and manage the solid waste generated within Chittenden County in an environmentally sound, efficient, effective and economical manner.

OUR VISION

Products are designed to be reused or recycled and our community fully participates in minimizing disposal and maximizing reuse and recycling.



2021 data. Sources: U.S. Census and VT Dept. of Labor

We are a municipal district created in 1987 to oversee and manage solid waste in Chittenden County.

CSWD serves about a quarter of the population of Vermont (168,865 residents and 7,944 businesses)* with facilities, programs, and expertise developed over our 34-year history.

*2021 data. Sources: U.S. Census and VT Dept. Of Labor

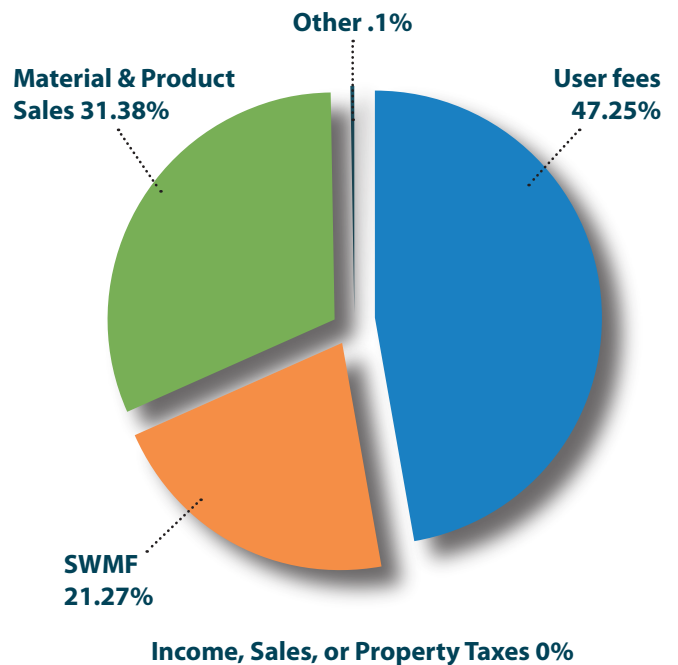
HOW WE'RE FUNDED

Our revenue comes from three primary sources:

- **User fees** on incoming material at our facilities;
- **The Solid Waste Management Fee (SWMF)**, a per-ton fee on material sent to the landfill;
- **Material and product sales** from material we collect and process at our facilities and sell;
- A small, variable percentage of our funding comes from **State grants for hazardous waste and other materials management**.

We are not funded by Income, Sales, or Property tax dollars.

FY22 REVENUE \$16.03M (unaudited)



what we do

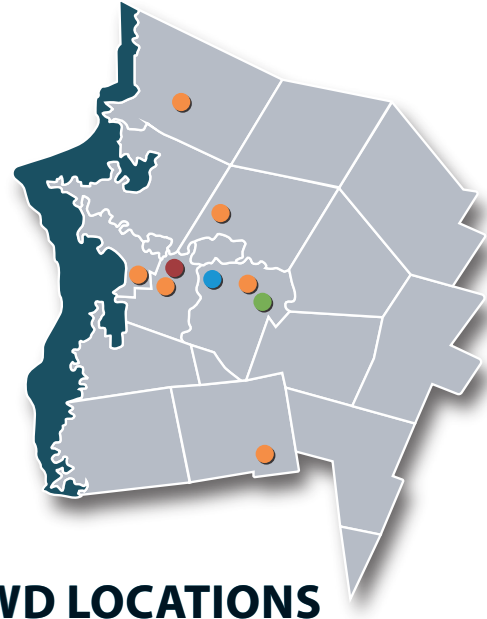
REDUCE WASTE

- › **Educate residents, businesses, schools, and event leaders** on waste prevention and diversion
- › **Promote community reuse options**
- › **Process leftover paint** from residents and businesses into Local Color Paint
- › **Maintain and enforce our Ordinance**, which includes waste prevention and diversion requirements
- › **Help our members** comply with federal and state solid waste laws
- › **Provide facilities and tools** to help members prevent waste and maximize diversion from the landfill to recycling, composting, and other resource recovery
- › **Advocate for state-wide policies** that will reduce waste

MANAGE MATERIALS

Our facilities:

- › **The only municipally owned Materials Recycling Facility** (blue-bin recyclables sorting center) in Vermont
- › **Six regional Drop-Off Centers** for household trash, recycling, organics, and special materials
- › **A comprehensive hazardous waste program for households and small businesses** that includes a permanent year-round collection facility *and* a seasonal mobile collection unit
- › **The state's largest Organics Diversion Facility** (home of Green Mountain Compost) turning food scraps and yard trimmings into compost and soil blends supporting local soils



CSWD LOCATIONS

- **Drop-Off Centers**
- **Environmental Depot**
- **Materials Recycling Facility**
- **Organics Diversion Facility** (Green Mountain Compost)

SUPPORT OUR MEMBERS

- › **Technical expertise and support** for waste-related RFPs and studies
- › **Grant funding**
 - › Community Cleanup Fund for all member towns
 - › Waste Reduction Container and Project Grants
- › **Provide waste-reduction containers**
 - › Recycling bins
 - › Containers for food-scrap drop-off at CSWD facilities
- › **Brokering and investigation** of beneficial use options for biosolids
- › **Green Up Vermont donation** on behalf of all member towns;
- › **Outreach and education**

how we're doing

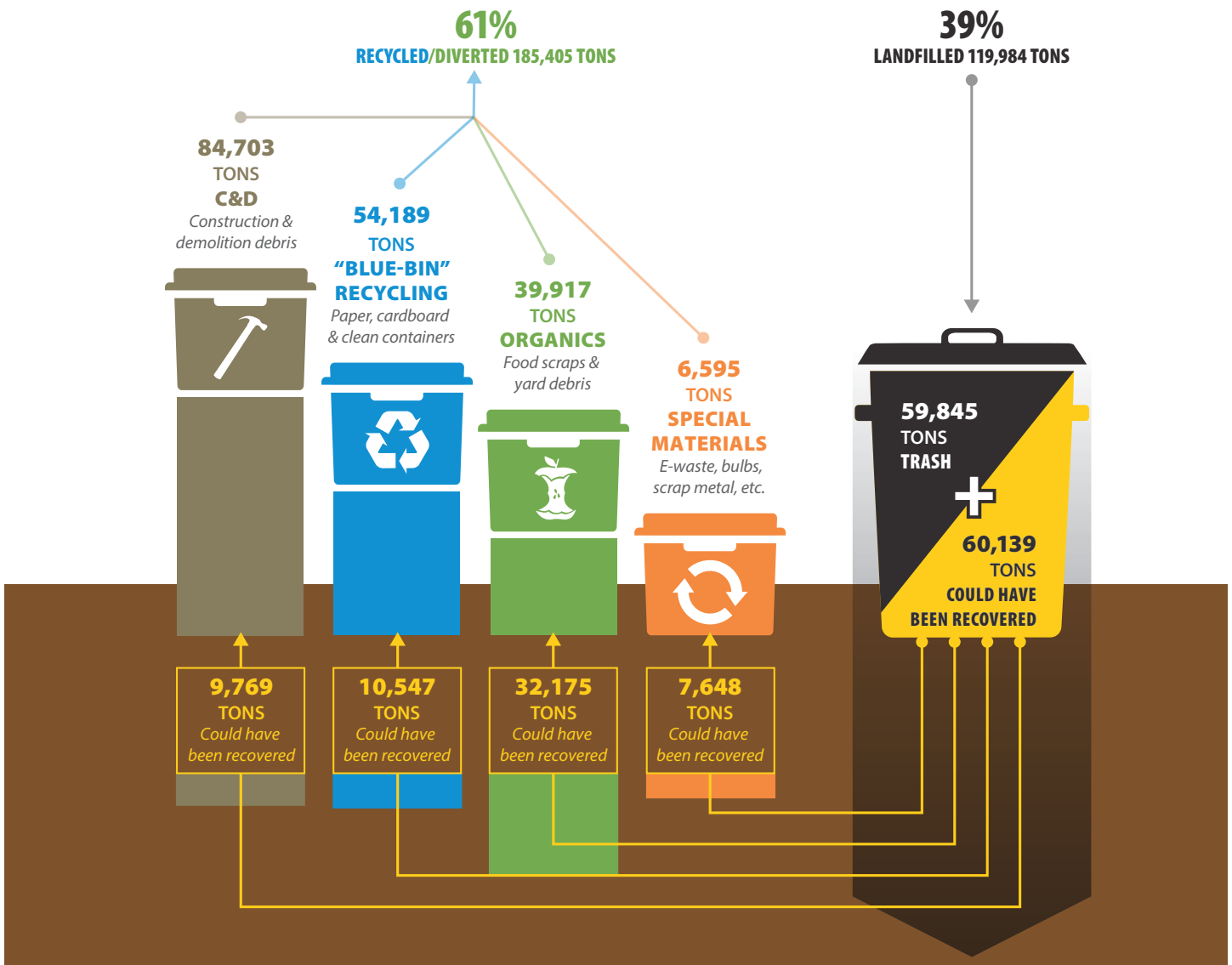
This graphic shows three key measurements of all the materials that individuals and businesses in Chittenden County, VT generated in 2021:

1. An estimate of how much "stuff" we all generated and needed to manage as solid waste in 2021.
2. Which stream all that stuff went to — landfill or recovery via recycling or composting.
3. How much recoverable material our community chose to send to the landfill instead of keeping it out of the trash by using a currently available program or facility.

Full details are available in the 2021 CSWD Diversion Report.

100% MATERIALS GENERATED 305,389 TONS

61% RECYCLED/DIVERTED + 39% LANDFILLED



Chittenden Solid Waste District
 FY24 Proposed Budget
 Summary

C.

	Actual	Budget	Forecast	Change from FY23 to FY24	
	FY22	FY23	FY24	\$	%
Net Ordinary Income					
Income					
Tipping Fees	6,071,345	6,317,097	6,740,521	423,424	6.7%
Special Waste	89,911	59,250	730,109	670,859	1132.3%
Hazardous Waste	70,333	68,000	62,000	(6,000)	-8.8%
Biosolids	1,340,166	1,279,437	1,404,358	124,921	9.8%
Solid Waste Management	3,409,238	3,381,750	3,335,702	(46,048)	-1.4%
Sale of Materials	4,815,492	2,540,711	2,628,603	87,892	3.5%
License Fees, Fines & Penalties	15,834	14,910	14,000	(910)	-6.1%
Rents	71,600	71,400	75,000	3,600	5.0%
Product Stewardship	213,028	190,700	169,000	(21,700)	-11.4%
Interest & Dividends	12,720	2,000	61,000	59,000	2950.0%
Grant Revenue	277,801	106,470	106,470	-	0.0%
Equipment Sale/Trade	168,899	-	-	-	0.0%
Other Income	749	-	75,000	75,000	100.0%
Total Income	16,557,115	14,031,725	15,401,763	1,370,038	9.8%
Cost of Goods Sold					
Bins & Containers	34,090	19,467	-	(19,467)	-100.0%
Paint	12,498	19,000	19,000	-	0.0%
Organics	193,355	133,730	102,405	(31,325)	-23.4%
Total Cost of Goods Sold	239,942	172,197	121,405	(50,792)	-29.5%
Gross Profit	16,317,173	13,859,528	15,280,358	1,420,830	10.3%

Chittenden Solid Waste District
 FY24 Proposed Budget
 Summary

	Actual	Budget	Forecast	Change from FY23 to FY24	
	FY22	FY23	FY24	\$	%
Expenses					
Payroll Expenses					
Salaries & Wages	3,163,688	3,459,112	3,752,336	293,224	8.5%
Benefits	1,307,131	1,501,030	1,630,639	129,609	8.6%
Total Payroll Expenses	4,470,819	4,960,142	5,382,975	422,833	8.5%
Travel & Training	53,282	96,568	118,175	21,607	22.4%
Administrative Costs	49,720	123,474	182,885	59,411	48.1%
Professional Fees	177,566	268,330	280,690	12,360	4.6%
Equipment & Fleet	807,663	772,967	772,074	(893)	-0.1%
Supplies	120,559	119,623	133,644	14,021	11.7%
Materials Management	4,804,118	6,150,788	6,691,366	540,578	8.8%
Property Management	510,873	490,262	597,111	106,849	21.8%
Promotion & Education	109,675	163,052	142,178	(20,874)	-12.8%
Community Support	23,210	106,300	100,950	(5,350)	-5.0%
Total Expenses	11,127,484	13,251,506	14,402,047	1,150,542	8.7%
Net Ordinary Income	5,189,689	608,022	878,311	270,289	44.5%

Chittenden Solid Waste District
 FY24 Proposed Budget
 Summary

	Actual FY22	Budget FY23	Forecast FY24
Subsidies, Reserve Transfers & Year End Adjustments			
Other Income			
Subsidies & Transfers			
Solid Waste Management Subsidy	2,622,835	3,018,109	3,342,938
Operating Reserve Subsidy	-	-	939,292
Transfer from Landfill Post Closure Reserve	133,984	189,919	177,452
Community Clean Up Fund	15,766	95,000	95,000
Transfer from Undesignated Funds	46	-	-
Total Subsidies & Transfers	<u>2,772,631</u>	<u>3,303,028</u>	<u>4,554,681</u>
Total Other Income	2,772,631	3,303,028	4,554,681
Other Expenses			
Reserve Transfers			
Transfer to Solid Waste Mangement Reserve	3,409,559	3,381,750	3,335,702
Transfer to Facility Closure Reserve	404	-	500
Transfer to Landfill Post Closure Reserve	514	1,000	1,000
Transfer to Operating Reserve	3,865,259	30,617	1,115,677
Transfer to Biosolid Reserve	62,012	46,375	45,500
Transfer to Capital Reserve	624,571	451,308	934,614
Total Reserve Transfers	<u>7,962,320</u>	<u>3,911,050</u>	<u>5,432,992</u>
Total Other Expenses	7,962,320	3,911,050	5,432,992
Total Other Income & Expenses	<u>(5,189,689)</u>	<u>(608,022)</u>	<u>(878,311)</u>
Net Income	<u>0</u>	<u>0</u>	<u>(0)</u>

Chittenden Solid Waste District
Administrative Descriptions

Administration Program

The Administrative program encompasses the expenses of human resources, the Executive Director, risk management, information and technology, infrastructure and general support services.

Compliance Program

The Compliance program oversees the Solid Waste Management Ordinance and ensures the regulated community maintains compliance. Additionally, the Compliance program oversees the District Safety program.

Finance Program

The Finance program provides management, oversight, and control of CSWD financial assets, as well as accurate and timely financial information to facilitate sound management decisions.

Outreach and Communications (O&C)

The Outreach and Communications program manages statutory mandates for raising awareness of CSWD services and educating residents, businesses, and institutions in reducing and properly managing the waste they generate.

Chittenden Solid Waste District
 FY24 Proposed Budget
 Administrative Summary

E.

	Administration	Compliance	Finance	Outreach & Communication	Solid Waste Management Fee	Total Administrative
Net Ordinary Income						
Income						
Solid Waste Management Fee	-	-	-	-	3,335,702	3,335,702
License Fees, Fines & Penalties	-	14,000	-	-	-	14,000
Interest & Dividends	-	-	60,000	-	-	60,000
Total Income	-	14,000	60,000	-	3,335,702	3,409,702
Gross Profit	-	14,000	60,000	-	3,335,702	3,409,702
Expenses						
Payroll Expenses						
Salaries & Wages	538,024	119,398	324,029	586,563	-	1,568,014
Benefits	193,911	29,142	147,715	224,823	-	595,591
Total Payroll Expenses	731,935	148,540	471,744	811,386	-	2,163,605
Travel & Training	39,100	7,000	1,450	34,900	-	82,450
Administrative Costs	30,165	6,900	3,900	22,487	-	63,452
Professional Fees	39,560	8,500	55,000	28,855	-	131,915
Equipment & Fleet	178,926	5,200	80,000	4,720	-	268,846
Supplies	5,300	800	6,000	33,600	-	45,700
Materials Management	-	-	150	-	-	150
Property Management	130,960	-	2,400	-	-	133,360
Promotion & Education	-	-	-	135,978	-	135,978
Community Support	-	-	95,000	4,700	-	99,700
Total Expenses	1,155,946	176,940	715,644	1,076,626	-	3,125,156
Net Ordinary Income	(1,155,946)	(162,940)	(655,644)	(1,076,626)	3,335,702	284,546

Chittenden Solid Waste District
 FY24 Proposed Budget
 Administrative Summary

	Administration	Compliance	Finance	Outreach & Communication	Solid Waste Management Fee	Total Administrative
Subsidies, Reserve Transfers & Year End Adjustments						
Other Income						
Subsidies & Transfers						
Solid Waste Management Fee Subsidy	1,155,946	162,940	620,644	1,076,626		3,016,156
Community Cleanup Fund	-	-	95,000	-	-	95,000
Total Subsidies & Transfers	1,155,946	162,940	715,644	1,076,626	-	3,111,156
Total Other Income	1,155,946	162,940	715,644	1,076,626	-	3,111,156
Other Expense						
Reserve Transfers						
Transfer to Capital Reserve	-	-	59,500	-	-	59,500
Transfer to Solid Waste Management Reserve	-	-	-	-	3,335,702	3,335,702
Transfer to Facility Closure Reserve	-	-	500	-	-	500
Total Reserve Transfer	-	-	60,000	-	3,335,702	3,395,702
Total Other Expenses	-	-	60,000	-	3,335,702	3,395,702
Total Other Income and Expenses	1,155,946	162,940	655,644	1,076,626	(3,335,702)	(284,546)
Net Income	-	-	-	-	-	-

Chittenden Solid Waste District Operating Descriptions

Operating Administration

The Operating Administration program (formerly Engineering) provides resources for compliance, design, project management, and applicable permitting. Additionally, this program oversees capital projects through the lifecycle of feasibility, design, and construction management.

Drop Off Centers (DOCs)

CSWD Drop Off Centers provide residents and small businesses with economical options for the management of their trash, recycling, food scraps, compostable yard debris, and certain special recyclables.

Hazardous Waste

The Hazardous Waste program includes both the Environmental Depot and Paint Depot. The Environmental Depot manages the hazardous waste of the residents and small businesses of Chittenden County. The Paint Depot manages discarded paint and produces recycled paint for the CSWD Local Color Program.

Materials Recovery Facility (MRF)

The Materials Recovery Facility manages single stream recycling from Chittenden County and Northern Vermont through sorting and preparing recyclables for domestic commodity sales.

Organics Diversion Facility (ODF)

The Organics Diversion Facility manages the acceptance, processing, and transfer of organics for use in compost and anaerobic digestion.

Property Management

The Property Management department maintains and protects CSWD's investment in residential and business tenant property.

Chittenden Solid Waste District
 FY24 Proposed Budget
 Operating Summary

G.

	Operating Administration	Drop Off Centers	Materials Recovery Facility	Organics Diversion Facility	Property Management	Hazardous Waste Depots	Total Operating
Net Ordinary Income							
Income							
Tipping Fees	-	2,413,236	3,996,090	331,195	-	-	6,740,521
Special Waste	-	730,109	-	-	-	-	730,109
Hazardous Waste	-	-	-	-	-	62,000	62,000
Sale of Materials	-	217,196	1,589,070	769,587	-	52,750	2,628,603
Rents	-	-	-	-	75,000	-	75,000
Product Stewardship	-	37,500	-	-	-	131,500	169,000
Other Income	-	75,000	-	-	-	-	75,000
Grant Revenue	-	-	-	-	-	106,470	106,470
Total Income	-	3,473,041	5,585,160	1,100,782	75,000	352,720	10,586,703
Cost of Goods Sold							
Paint	-	-	-	-	-	19,000	19,000
Organics	-	-	-	102,405	-	-	102,405
Total Cost of Goods Sold	-	-	-	102,405	-	19,000	121,405
Gross Profit	-	3,473,041	5,585,160	998,377	75,000	333,720	10,465,298
Expenses							
Payroll Expenses							
Salaries & Wages	247,967	824,788	13,521	426,262	-	349,220	1,861,758
Benefits	50,214	469,116	2,081	203,028	-	160,205	884,644
Total Payroll Expenses	298,182	1,293,904	15,602	629,290	-	509,425	2,746,402
Travel & Training	4,350	1,500	6,465	12,900	-	4,300	29,515
Administrative Costs	1,250	78,650	28,034	8,249	-	-	116,183
Professional Fees	23,000	150	1,725	3,050	-	2,750	30,675
Equipment & Fleet	-	47,305	42,100	219,273	-	24,900	333,578
Supplies	-	20,250	1,100	21,944	1,000	22,000	66,294
Materials Management	-	1,187,535	3,557,475	160,008	-	396,700	5,301,718
Property Management	-	72,674	113,468	104,284	66,890	71,300	428,616
Promotion & Education	-	-	-	6,200	-	-	-
Community Support	-	1,250	-	-	-	-	1,250
Maintenance & Roll Off Allocation	-	591,731	6,802	37,408	6,802	37,408	680,150
Total Expense	326,782	3,294,949	3,772,770	1,202,606	74,691	1,068,783	9,740,581
Net Ordinary Income	(326,782)	178,092	1,812,390	(204,229)	309	(735,063)	724,717

Chittenden Solid Waste District
 FY24 Proposed Budget
 Operating Summary

	Operating Administration	Drop Off Centers	Materials Recovery Facility	Organics Diversion Facility	Property Management	Hazardous Waste Depots	Total Operating
Subsidies, Reserve Transfers & Year End Adjustments							
Other Income							
Subsidies & Transfers							
Operating Reserve Subsidy	-	-	-	204,229	-	735,063	939,292
Solid Waste Management Fee Subsidy	326,782	-	-	-	-	-	326,782
Total Subsidies & Transfers	326,782	-	-	204,229	-	735,063	1,266,073
Total Other Income	326,782	-	-	204,229	-	735,063	1,266,073
Other Expenses							
Reserve Transfers							
Transfer to Operating Reserve	-	-	1,115,677	-	-	-	1,115,677
Transfer to Capital Reserve	-	178,092	696,713	-	309	-	875,114
Total Reserve Transfers	-	178,092	1,812,390	-	309	-	1,990,790
Total Other Expense	-	178,092	1,812,390	-	309	-	1,990,790
Total Other Income and Expenses	326,782	(178,092)	(1,812,390)	204,229	(309)	735,063	(724,717)
Total Net Income	-	-	-	-	-	-	-

Chittenden Solid Waste District
Self-Funded Descriptions

Biosolids Program

The Biosolids program provides efficient and effective residuals management for participating community members. This program is developed to be self-funding.

Closed Landfill Program

The Closed Landfill program oversees the 30-year post closure period through responsible maintenance, reporting and monitoring according to the safety standards of applicable governing bodies. This program is funded through monies reserved at the launch of the closing project.

Maintenance & Roll-off

The Maintenance department provides material hauling and supports facility operations through ongoing maintenance of CSWD assets.

Chittenden Solid Waste District
 FY24 Proposed Budget
 Self-Funded and Maintenance Summary

I.

	Biosolids	Closed Landfill	Maintenance & Rolloff
Net Ordinary Income			
Income			
Biosolids	1,404,358	-	-
Interest & Revenue	-	1,000	-
Total Income	<u>1,404,358</u>	<u>1,000</u>	<u>-</u>
Gross Profit	<u>1,404,358</u>	<u>1,000</u>	<u>-</u>
Expenses			
Payroll Expenses			
Salaries & Wages	-	10,328	312,235
Benefits	-	846	149,558
Total Payroll Expenses	<u>-</u>	<u>11,174</u>	<u>461,793</u>
Travel & Training	2,960	-	3,250
Administrative Costs	1,950	100	1,200
Professional Fees	4,600	113,500	-
Equipment & Fleet	-	-	169,650
Supplies	-	250	21,400
Materials Management	1,349,348	40,150	-
Property Management	-	12,278	22,857
Total Expenses	<u>1,358,858</u>	<u>177,452</u>	<u>680,150</u>
Net Ordinary Income	<u>45,500</u>	<u>(176,452)</u>	<u>(680,150)</u>

Chittenden Solid Waste District
 FY24 Proposed Budget
 Self-Funded and Maintenance Summary

	Biosolids	Closed Landfill	Maintenance & Rolloff
Subsidies, Reserve Transfers & Year End Adjustments			
Other Income			
Subsidies & Transfers			
Transfer from Landfill Post Closure Reserve	-	177,452	-
Total Subsidies & Transfers	-	177,452	-
Allocations			
Maintenance Allocation	-	-	680,150
Total Allocations	-	-	680,150
Total Other Income	-	177,452	680,150
Other Expenses			
Reserve Transfers			
Transfer to Biosolids	45,500	-	-
Transfer to Landfill Post Closure	-	1,000	-
Total Reserve Transfers	45,500	1,000	-
Total Other Expenses	45,500	1,000	-
Total Other Income and Expenses	(45,500)	176,452	680,150
Net Income	-	-	-



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J.

To: Finance Committee
From: Josh Tyler, Director of Operations
Date: January 5, 2023
RE: Fiscal Year 2024 Capital Budget

Operating Capital

Presented in this enclosure is a capital budget and timeline for FY24, FY25 and FY26; The new Materials Recycling Facility (MRF) construction project will be presented in a separate memorandum. This memo highlights the projects and procurements planned for FY24.

CSWD has invested heavily in significant infrastructure and rolling stock upgrades over the last three (3) years. Infrastructure investments have focused on increasing facility service life to a minimum of 20-years. For example, the Drop-Off Center in Hinesburg, the ODF (upon completion in spring 2023), and a revamped Drop-Off Center in Milton (spring 2023) all have a 20-year service life. Rolling stock investment has focused on the purchase of new equipment rather than leased equipment or used equipment to maximize useful life, manage higher parts costs with warranties, minimize costly down time due to old repurposed and antiquated equipment as well as realize a higher trade in value at the time of replacement.

Review of the three-year summary will highlight a significant decrease in capital expenses toward the out years. The existing investments made to date will bring the District to a regular capital pattern where rolling stock replacement will be more spread out and will see a purchase phase (FY20 to FY24) and a maintenance phase (FY25 to FY30). District staff has made significant efforts to generate accurate capital costs in developing the operating capital budget as well as following through with capital purchases, upgrades and projects as planned.

Please note that this is a description of intended projects and procurements and is inclusive of all potential capital expenses for FY24. Approval of the budget does not mean work will proceed without a proper bidding process and associated Board approvals according to CSWD financial policies. All capital projects greater than \$100,000 will require approval from the Board of Commissioners. In addition to Board notice of projects exceeding \$100,000, Staff will regularly report updates of facility projects that are under the \$100,000 threshold.



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CSWD Capital Budget Highlights Fiscal Year 2024	
Organics Diversion Facility	\$1,060,000
Roll-Off and Maintenance	\$360,000
Drop Off Centers	\$285,000
Hazardous Waste and Latex Paint	\$80,000
Administrative infrastructure	\$95,000
Materials Recovery Facility	\$35,000
New MRF Funding Payments	\$523,711
Capital Contingency	\$243,871
FY 24 Capital Projects	\$2,682,582

Descriptions of items included in the FY24 capital budget are as follows:

\$750,000	Organics Diversion Facility primary screener, (10-15-year life)
\$523,711	New MRF Funding Payments – Bond Interest FY24
\$285,000	Burlington Drop Off Center Construction, (5 – 20-year life)
\$250,000	Purchase new Maintenance Loader, (5 – 7-year life)
\$150,000	Organics Diversion Facility Phase III grading
\$110,000	Purchase new Maintenance Mini-Loader, (5 – 7-year life)
\$80,000	Refurbish outdoor hazardous storage buildings for the Environmental Depot, (10-year life)
\$60,000	Drop Off Center materials analysis

There are sufficient cash reserves available to fund the capital expenditures budgeted for FY24.

CSWD CAPITAL PROJECTS

3 YEAR PLAN

K.

MATERIALS RECOVERY FACILITY		FY24	FY25	FY26
Site Work				
General	Repave lot			
	Replace Stormwater System (1993)			
	New Roof			
	Building Structure upgrades			
	Full Tip Floor			
	HVAC			
	Replace Septic system (1993)			
	contingency cost to transfer material while down			
Sub Total		\$0	\$0	\$0
Building & Building Repair				
General	Refurbish Tip Floor			
	Building Roof (1993)			
	Presort Enclosure (2003)			
	Refurbish bathroom			
	Refurbish Tip Floor Steel Side wall			
	Sprinkler System Modifications			
Sub Total		\$0	\$0	\$0
Capital Equipment				
Fiber Line MSW compactor Single Stream System	Sorting Conveyor			
	MC 1			
Sub Total		\$0	\$0	\$0
Rolling Stock				
general	2 c.y. Compactor & 35 c.y. Roll-Off			
	Forklift #1 (2021)			\$35,000
	Forklift #2 (2021)			\$35,000
	#1 Skid Steer(2022)			
	#2 Skid Steer (2023)			
	Front End Bucket Loader SCISSORS LIFT	\$35,000		
Sub Total		\$35,000	\$0	\$70,000
Total MRF		\$35,000	\$0	\$70,000

CSWD CAPITAL PROJECTS 3 YEAR PLAN

ORGANICS DIVERSION FACILITY	FY24	FY25	FY26
Site Work			
Expanded food collection pad		\$75,000	
Sub Total	\$0	\$75,000	\$0
Building & Building Repair			
ASP watering system	\$35,000		
Concrete Pad Replacement (mixing bay)			
Sub Total	\$35,000	\$0	\$0
Capital Equipment			
Komptech L3 Screener (2012 purchased used; 10 year useful life) 12-15 year useful life	\$750,000		
ASP Trommel screener (2022) 15 year useful life			
ASP BLOWER SYSTEM (AERATED STATIC PILE)			\$50,000
Sub Total	\$750,000	\$0	\$50,000
Rolling Stock			
2003 MACK PUMP TRUCK (4500 GAL TANK) rehab	\$25,000		
Loader #1 (2021) 10 year useful life			
Loader #2 (2018) 7 year useful life		\$260,000	
Loader #3 (2021) JD 524 12 year useful life			
Organics collection insert for F550 7 year useful life	\$100,000		
Used Triaxle Dump truck (ADT) 12 year useful life			
stacking conveyer (2021) 20 year useful life			
Sub Total	\$125,000	\$260,000	\$0
ODF Expansion			
Phase III			
site grading	\$150,000		
Sub Total	\$150,000	\$0	\$0
Total ODF	\$1,060,000	\$335,000	\$50,000

CSWD CAPITAL PROJECTS

3 YEAR PLAN

Roll-OFF and Maintenance	FY24	FY25	FY26
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Capital Equipment

new roll-off containers	\$ -	moved to ops budget	\$ -
Sub Total	\$ -	\$ -	\$ -

Rolling Stock

2023 KENWORTH ROLL OFF TRUCK T800 #1	10 year useful life		
2012 KENWORTH ROLL OFF TRUCK T800 #31	encumbered (\$255,000)	\$ 25,000	
2017 KENWORTH ROLL OFF TRUCK T800 #2	10 year useful life		
2005 JD 644G Loader EDOC		\$ 30,000	
2022 FORD F350 PICKUP TRUCK - Rack Truck			
2014 JD 644K Loader Maint		\$ 250,000	
2014 Volvo L30GS mini-loader (maybe skid steer)		\$ 110,000	
2015 enclosed trailer HH/lawnmower			\$ 12,000
Used Oil Trailer		\$ 25,000	
Sub Total		\$ 360,000	\$ 55,000 \$ 12,000

Total Roll-Off and Maintenance		\$360,000	\$55,000	\$12,000
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Drop Off Centers

Site Work

BDOC	Flynn Ave Pine Street Construction	\$ 285,000		
Sub Total		\$ 285,000	\$ -	\$ -
EDOC	Design for Expansion Overlay lot and road		\$ 60,000	\$ 30,000
Sub Total		\$ -	\$ 60,000	
WDOC	Design for Optimization		\$ 25,000	
Sub Total		\$ -	\$ 25,000	\$ -
Total Drop Off Centers		\$ 285,000	\$ 85,000	\$ -

CSWD CAPITAL PROJECTS 3 YEAR PLAN

HAZARDOUS WASTE AND LATEX PAINT		FY24	FY25	FY26
Building & Building Repair				
Refurbish outdoor haz store bldgs. (2) added to ops budget		\$ 80,000		
Sub Total		\$ 80,000	\$ -	\$ -
Rolling Stock				
new forklift (2008) used			\$ 34,000	
Sub Total			\$ 34,000	
Total HAZARDOUS WASTE AND LATEX PAINT		\$ 80,000	\$ 34,000	\$ -
Administration				
Capital Equipment				
New Server, routers switches, - every 5 yrs.				
POS upgrade consultant				
DOC bag analysis		\$ 60,000		
NetSuite upgrades				
Full District Revenue Sufficiency Analysis				
website upgrades		\$ 35,000		
New Phone System - (every 5 years)				
Sub Total		\$ 95,000	\$ -	\$ -
Total Administration		\$ 95,000	\$ -	\$ -
Old MRF				
Site Work				
Building and Site (decomissioning/repurpose)		\$0	\$0	\$350,000
NEW MRF				
Funding Payment				
Bond Interest		\$523,711	\$839,804	\$839,804
Capital		\$ 2,438,711	\$ 1,348,804	\$ 1,321,804
Contingency		\$ 243,871	\$ 134,880	\$ 132,180
Capital Total		\$ 2,682,582	\$ 1,483,684	\$ 1,453,984
MRF input		\$ (525,000)	\$ -	\$ -
ODF input		\$ -	\$ (15,000)	\$ (15,000)
DOC input		\$ (178,000)	\$ -	\$ -
Cap Reserve Net Cost		\$ 1,979,582	\$ 1,468,684	\$ 1,438,984



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MEMORANDUM

TO: Sarah Reeves
FROM: Jon Dorwart & Nancy Plunkett
DATE: October 20, 2022
RE: FY 2024 Projected SWMF Revenue

As you know, CSWD's Solid Waste Management Fee (SWMF or Fee) is imposed on all solid waste generated in the District as established in Article VIII of CSWD's Solid Waste Management Ordinance. Certain materials are exempt from the SWMF or are subject to a reduced Fee. Generally, the Fee is assessed at disposal sites, such as transfer stations and the landfill in Coventry. Haulers, including CSWD, which hauls waste from the District's Drop-Off Centers, recover the cost from their customers (the waste generators) through the rates they charge. The SWMF was originally set at \$17.61 in 1993. It was raised to \$22.06 in 2009 and to \$27.00 in 2013.

Estimated SWMF revenue for FY 2024 is \$3,335,702. The estimate is based on projections of waste generation and diversion from the Solid Waste Disposal and Diversion Trends Model prepared for CSWD by Skumatz Economic Research Associates. Variables impacting projections in the Model were updated including the expected economic growth rate for the coming year.

SWMF revenues rose 5.3% from FY 2021 to FY 2022, as the COVID-19 pandemic impacts abated. The CY 2021 receipts are in line with those of CY 2019. This strong and expected improvement follows the less than expected impacts of the pandemic FY 2021 totals. Calendar year disposed tons for 2021 were 134,644, a 6.8% jump from CY 2020. The difference between disposed tons and SWMF tons is that some tons disposed are charged a discounted SWMF rate. For example, certain materials used for road building in the landfill (e.g., fines from C&D processing) or alternative daily landfill cover (ADC) are charged 25% of the full rate under the CSWD ordinance, and some tons are not charged at all (Green Up Day litter collected). To illustrate the difference, 100 disposed tons of ADC equals 25 SWMF tons. Consequently, the total tons disposed is always greater than the total SWMF

tons. Post-pandemic, both the District's diversion rate increased as did disposed ADC. There is no guarantee either of these trends will continue to climb in the next projected fiscal year, which could impact the SWMF collected.

Projections under such unusual conditions continue to be extremely difficult to prepare (i.e. pandemic related issues, international conflict, reduced labor force, supply chain disruptions, and shifting consumer preferences). Severe reductions in waste generation in FY21 did not occur and picked up to 'normal' levels in FY22. Looking at three quarters of data, tons projected to be disposed in CY22 are expected to be lower than FY22 actuals by 0.6%. It is not expected that waste generation will return to pre-pandemic levels in FY23, but economic activity has improved, and the impact of federal investment continues. However, inflation and changes to monetary policy coupled with the risk of recession and international political volatility are countervailing forces. Federal support from the pandemic and resulting surpluses is underscored as a key driver for the State's economy as of July 2022 (updated in August, 2022) economic review and revenue forecast update by economist Tom Kavet for the state Emergency Board and Legislative Joint Fiscal Office (<https://lifo.vermont.gov/subjects/revenue-and-tax/state-forecasts/consensus-revenue-forecasts-legislative-economic-outlook>). Regarding the overall state economic outlook, Kavet concluded, "While downside risks abound, even with dramatically slowing economic growth in FY23 and FY24, [state tax] revenues could remain at historically high levels. Given the heightened level of uncertainty, interim quarterly revenue updates should be considered if external conditions appreciably worsen in FY23." Regarding the outlook in the housing construction industry specifically, Kavet stated in his report, "As interest rates rise, prices should moderate, but the absence of excess supply will temper price declines and provide a shorter recovery period...The current absence of overbuilding, however, should support resumed growth towards the end of the 5-year forecast horizon." From our perspective this entails a risk that recession may dampen the future amount of material generated, but also gives some confidence C&D materials may remain higher than normal especially in consideration of some of the larger ongoing and potential construction projects (i.e., Burlington downtown redevelopment, Beta Tech, Burlington High School and other commercial/housing projects ongoing or in the pipeline). Whether we will enjoy as high or increasing diversion rates in the future also could be in question since recent increases may have been driven in part by the pandemic response. Ultimately a wide variety of factors could impact the amount of disposed material in potentially unpredictable ways.

Given Kavet's Vermont economic forecast and using the Skumatz model, the SWMF is projected to be 1.3% lower than the FY 2023 estimate and 2.5% lower than projected for CY 2021 resulting in a baseline of 123,545 tons at \$3,335,702 in revenue for FY 2024.

Disposal data from recent calendar and fiscal years and SWMF projections are shown in the following table:

TONS DISPOSED	MSW	C&D	C&D Road		TOTAL	SWMF TONS
			Build*	ADC*		
CY 2020 actual	87,357	30,819	707	7,162	126,045	120,143
CY 2021 actual	88,485	34,806	1	11,352	134,644	126,129
FY 2022 actual	87,747	35,439	1	16,274	139,461	127,255
CY 2022 - actual thru 3Q	64,469	27,544	1,250	13,239	106,502	95,635
CY 2022 - actual + projected 4Q	86,969	35,884	1,460	14,239	138,552	126,778
FY 2023 budget projection	88,800	36,000	800	1,000	126,600	124,600
FY 2024 budget projection	86,595	36,500	800	1,000	124,895	123,545
25% of SWMF FY 2023			200	250		
SWMF Tons	123,545					
SWMF Revenue	\$3,335,702					

*These are regular C&D fines from the C&D recycling facility plus painted concrete from demolition projects in FY21 & beginning of FY22 used in landfill road building. The SWMF rate for these and ADC is 25% of the full rate.

Chittenden Solid Waste District
Fiscal Year 24 Proposed Budget
Reserve Funds

Excess income is allocated to specified reserve accounts based on their established priority and reserve type.

Reserve Types include:

Restricted Reserves: resources subject to constraints. Due to the nature of their restriction, expenses must be tracked to prove the funds are used as authorized.

Committed Reserves: include encumbrances not otherwise reflected in Restricted Reserves. Limitations on spending imposed by the annual operating budget naturally lapse with the passage of time and thus do not remain binding indefinitely. Committed Reserves allows for the inclusion of encumbrances committed to, but not yet obtained.

Assigned Reserves: may be established by the Board from time to time to meet the future needs of CSWD. These reserves are established and may be changed by resolution of the Board in accordance with the Open Meeting Law requirements.

Undesignated Funds: not considered special revenue fund and include the unrestricted surplus funds not accounted for and reported in another fund

In FY24, CSWD will manage the following Restricted Reserves:

Biosolids Reserve – established by the contract with the members of wastewater treatment plants for the disposal of sludge. Reserves are often designated to reduce the impact of market conditions on the fees assessed from biosolids or to collect funds for the purchase of capital equipment. Budget projections for FY24 indicate **an increase of \$45,500.**

Landfill Post Closure Reserve – designated to assure funding exists to meet the requirements of the 30-year process of closing the landfill that began in 1996. Members of the operations team perform an annual audit to review the current closing cost and adjust for inflation and alterations, as necessary. Excess funds will remain in this fund until CSWD reaches custodial care through resolution with the state, expected no sooner than Fiscal Year 2025. A portion of the reserve earns interest through interest-bearing accounts. Both expected expenditures and expected interest earned are included in the annual budget. Budget projections for FY24 indicate **a reduction of \$176,452.**

Facilities Solid Waste Termination Reserve – mandated to safely remove solid waste from closed operating facilities as required by state law. Members of the operations team perform an annual review of the current termination cost adjusting for inflation and alterations, as necessary. Funds for this reserve reside in an interest-bearing account; revenue from the account is included in the Finance budget. Budget projections for FY24 indicate **an increase of \$500.**

In FY24, CSWD will manage the following Temporarily Restricted Reserves:

Materials Recycling Facility Reserve- developed in FY23 to maintain a minimum fund balance per the bond agreement. Additional funds will be deposited as available, until management is confident bond payments can be completed through the net ordinary income at the Materials Recycling Facility.

Chittenden Solid Waste District
Fiscal Year 24 Proposed Budget
Reserve Funds

In FY24 CSWD will manage the following Assigned Reserves:

Solid Waste Management Reserve – designated to provide support to management services as described in the Charter through a management fee structure. Budget projections for FY24 indicate a **decrease of \$7,236**. Upon completion of the “waterfall effect” the fund will return to the maximum balance maintained in that reserve.

Operating Reserve – designated to provide funds to operating programs and reduce the reliance on the solid waste management subsidy. It is assumed contributions are made in years when operation allocations balances are in excess; withdraws are made when operational allocations balances are insufficient. In the event operating reserves are depleted, funding will be withdrawn from the Solid Waste Management Reserve. Budget projections for FY24 indicate an **increase of \$176,385**. Upon completion of the “waterfall effect” the fund will return to the maximum balance of \$1,750,000 and the excess funds will be redistributed.

Capital Reserves – established to preserve funding for future capital projects, asset upgrades and replacement of depreciated or disposed assets. Budget projections for FY24 indicate an **increase of \$934,614 from the department budgets and a decrease of \$2,682,582 for capital projects, for a net decrease of \$1,747,968**. Upon the completion of the “waterfall effect” an additional \$74,149 will be redistributed to this fund.

Community Clean Up Fund – designated to member communities for local permissible projects. Budget projections for FY24 indicate a **decrease of \$95,000**. Upon completion of the “waterfall effect” it will replenish to \$95,000.

Reserve Fund	Assumed Balance at the end of FY23	Assumed Changes per FY24 Proposed Budget	FY24 Capital Plan	Waterfall adjustments	Balance at the end of FY24
RESTRICTED					
Landfill Post Closure Reserve	353,024	(176,452)	-	-	176,572
Biosolids Reserve	335,224	45,500	-	-	380,724
Facilities Closure Reserve	1,464,178	500	-	-	1,464,678
TEMPORARILY RESTRICTED					
Material Recycling Facility Reserve	2,200,000	-	-	0	2,200,000
DESIGNATED					
Solid Waste Management Reserve	1,000,000	(7,236)	-	7,236	1,000,000
Operating Reserve	1,750,000	176,385	-	(176,385)	1,750,000
Capital Reserve	5,025,717	934,614	(2,682,582)	74,149	3,351,898
Community Cleanup Fund	95,000	(95,000)	-	95,000	95,000
UNDESIGNATED					
Undesignated	1,000,000	0		0	1,000,000

CHITTENDEN SOLID WASTE DISTRICT
 FY 24 SCHEDULE OF PROGRAM TIPPING FEES

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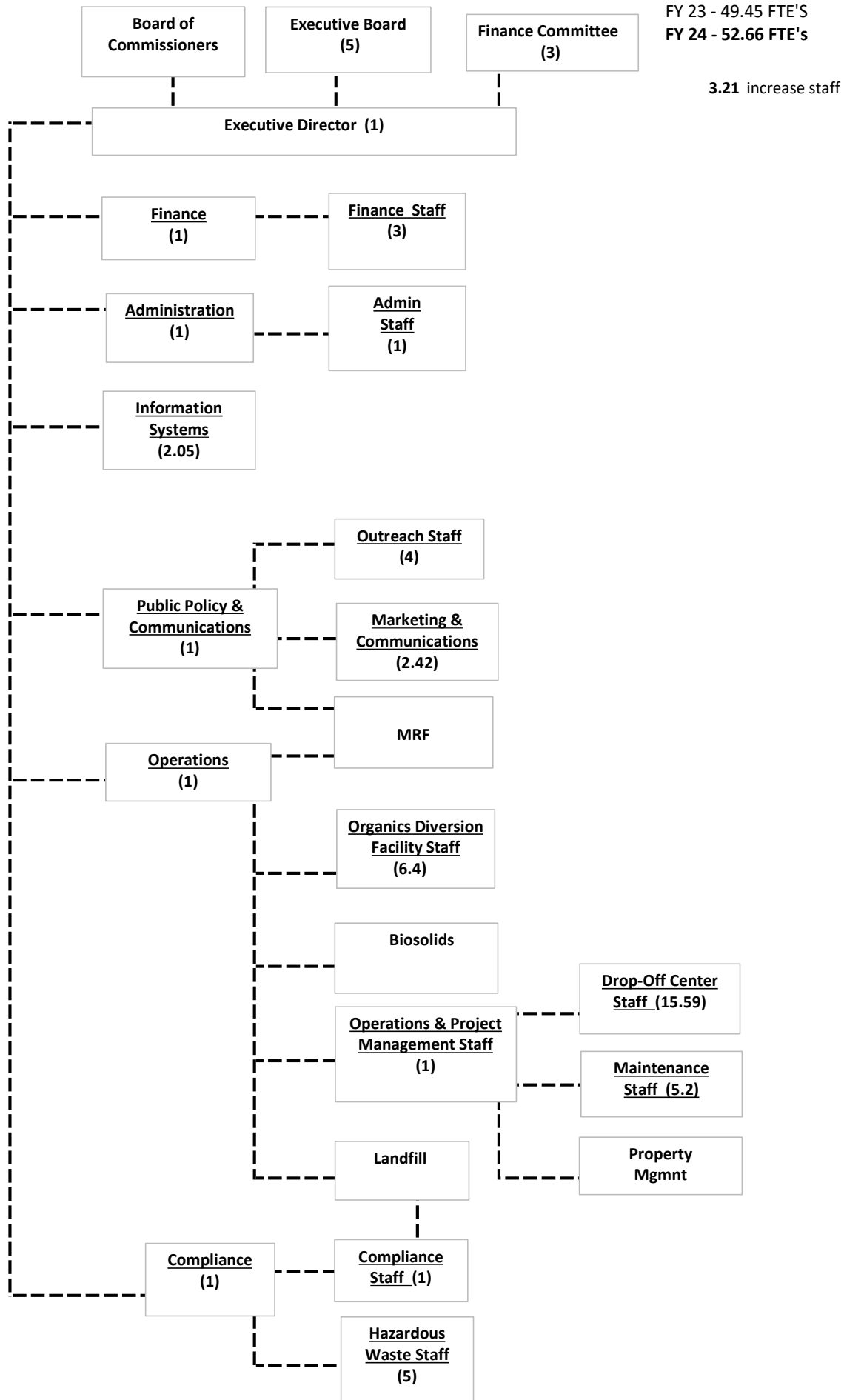
	FY22	FY23	FY24	Change from FY23 to FY24
MATERIALS RECYCLING FACILITY				
<i>Materials Sales fluctuate with market price.</i>				
Budgeted Tipping Fees:				
In-District materials, per ton	\$ 80.00	\$ 80.00	\$ 85.00	\$ 5.00
Out-of-District materials, per ton	\$ 80.00	\$ 80.00	\$ 85.00	\$ 5.00
DROP-OFF CENTERS				
<i>Items accepted vary by facility</i>				
Household Trash				
Small - up to 13 gallons	\$ 2.75	\$ 2.00	\$ 3.00	\$ 1.00
Medium - 14 to 35 gallons	\$ 5.25	\$ 6.00	\$ 8.00	\$ 2.00
Large - 36 to 45 gallons	\$ 7.50	\$ 8.00	\$ 11.00	\$ 3.00
per cubic yard	\$ 41.25	\$ 42.00	\$ 48.00	\$ 6.00
at Drop-Off Center in Burlington, per pound	\$ 0.21	n/a	n/a	
Recycling				
Blue-bin Recyclables, with paid trash items	No charge	No charge	No charge	\$ -
Blue-bin Recyclables ONLY	\$ 2.00	\$ 2.00	\$ 2.00	\$ -
Organics				
Food Scraps, with paid trash items	No charge	No charge	No charge	\$ -
Food Scraps (per 5 gallons), without paid trash items	\$ 1.50	\$ 1.00	\$ 1.00	\$ -
Tree limbs, trunks, clean stumps, & brush:				
Up to 1 cubic yard (Milton & Essex)	n/a	No charge	No charge	\$ -
Up to 3 cubic yards (Williston)	No charge	No charge	No charge	\$ -
Each cubic yard in excess of 3 cy	\$ 10.00	\$ 5.00	\$ 5.00	\$ -
Pallets & clean lumber:				
Up to 1 cubic yard (Milton & Essex)	No charge	No charge	No charge	\$ -
Up to 3 cubic yards (Williston)	n/a	No charge	No charge	\$ -
Each cubic yard in excess of 1 cy	\$ 5.00	\$ 5.00	\$ 5.00	\$ -
Per ton	\$ 50.00	\$ 50.00	\$ 50.00	\$ -
Yard debris	n/a	No Charge	No Charge	\$ -
Special Materials				
Non-covered Electronics ~ per pound (by appt. only)	\$ 0.18	\$ 0.18	\$ 0.18	\$ -
Gypsum wallboard (clean, new scrap):				
Small loads (up to 2 cy), per cubic yard	\$ 22.50	\$ 22.50	\$ 22.50	\$ -
Large loads, per ton	\$ 90.00	\$ 90.00	\$ 90.00	\$ -
Tires ~ up to 16"	\$ 2.25	\$ 3.00	\$ 3.00	\$ -
Tires ~ 16.5" to 19"	\$ 3.75	\$ 3.00	\$ 3.00	\$ -
Tires ~ per ton	\$ 200.00	\$ 225.00	\$ 225.00	\$ -
Propane cylinders over 20 lbs.	\$ 5.00	\$ 5.00	\$ 5.00	\$ -
Mercury-containing products*	No charge	No charge	No charge	\$ -
Propane cylinders 20 lbs. & under*	No charge	No charge	No charge	\$ -
Dense Construction & Demolition Materials				
up to 13-gallon bag/barrel	\$ 5.50	\$ 5.00	\$ 5.00	\$ -
up to 33-gallon bag/barrel	\$ 10.50	\$ 10.00	\$ 10.00	\$ -
up to 45-gallon bag/barrel	\$ 15.00	\$ 15.00	\$ 15.00	\$ -
per cubic yard	\$ 82.50	\$ 82.00	\$ 82.00	\$ -

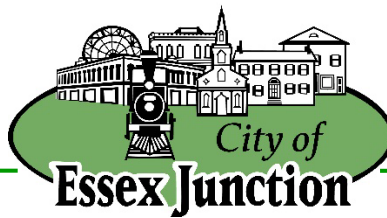
CHITTENDEN SOLID WASTE DISTRICT
FY 24 SCHEDULE OF PROGRAM TIPPING FEES

	FY22	FY23	FY24	Change from FY23 to FY24
DROP-OFF CENTERS, continued				
<i>Items accepted vary by facility</i>				
Other Items				
Appliances without refrigerants	\$ 5.00	\$ 5.00	\$ 5.00	\$ -
Appliances with refrigerants	\$10-\$15	\$10-\$15	\$10-\$15	
Batteries (household and lead acid)*	No charge	No charge	No charge	
Electronics -non-covered	\$1-\$15	No charge	No charge	
Electronics - items covered by State program	No charge	No charge	No charge	
Fluorescent lamps*	No charge	No charge	No charge	
Small furniture item	\$ 11.00	\$4-11	\$4-11	
Large furniture item	\$ 22.00	\$16- 22	\$16- 22	
Twin box spring	\$ 18.75	\$ 20.00	\$ 20.00	\$ -
Twin mattress	\$ 18.75	\$ 20.00	\$ 20.00	\$ -
Full/double/queen mattress	\$ 11.00	\$ 25.00	\$ 25.00	\$ -
Full/double/queen box spring	\$ 11.00	\$ 25.00	\$ 25.00	\$ -
King mattress	\$ 22.00	\$ 30.00	\$ 30.00	\$ -
King box spring	\$ 22.00	\$ 30.00	\$ 30.00	\$ -
Crib mattress	\$ 6.00	\$ 6.00	\$ 6.00	\$ -
Hard cover books*	No charge	\$ -	\$ -	\$ -
Scrap metal	No charge	No charge	No charge	\$ -
Textiles*	No charge	No charge	No charge	\$ -
Tires	\$ 2.75	\$ 3.00	\$ 3.00	\$ -
Tires ~ Up to 19"	\$ 5.25	\$ 3.00	\$ 3.00	\$ -
Tires ~ 20" to 24.5"	\$ 14.00	\$ 15.00	\$ 15.00	\$ -
Tires ~ large equipment tires	\$ 56.00	\$ 56.00	\$ 56.00	\$ -
Used oil*	No charge	No charge	No charge	\$ -
Used oil filters*	No charge	No charge	No charge	\$ -
Ashes (accepted as trash)		\$2-8; \$42 (Cubic Yard)	\$2-8; \$42 (Cubic Yard)	\$ -
HAZARDOUS WASTE - ENVIRONMENTAL DEPOT & ROVER				
Environmental Depot				
Household hazardous waste		No Charge	No Charge	\$ -
Business hazardous waste ~ Conditionally Exempt Generators	Call For Pricing	Call For Pricing	Call For Pricing	
Rover				
Household hazardous waste		No Charge	No Charge	\$ -
BIOSOLIDS				
<i>price based on agreed-upon contract with member towns</i>				
Sludge				
Sludge per wet ton for disposal (average projected blended rate, opt out)	NA	NA	NA	\$ -
Sludge per wet ton for disposal (average projected blended rate)	\$ 87.40	\$ 91.30	\$ 96.06	\$ 4.76
Sludge per wet ton for land application (average projected blended rate)	NA	NA	NA	\$ -
Sludge per wet ton for alkaline treatment (average projected blended rate)	\$ 92.87	\$ 99.01	\$ 104.67	\$ 5.66
Organics Diversion Facility				
Food Waste				
Tip fee, per ton	\$ 60.00	\$ 65.00	\$ 70.00	\$ 5.00
Solid Waste Management				
Budgeted Fee:				
Management Fee, per ton	\$ 27.00	\$ 27.00	\$ 27.00	\$ -

FY 24 CSWD ORGANIZATIONAL CHART

O.





MEMORANDUM

To: Essex Junction City Council
From: Regina Mahony, City Manager
Meeting Date: March 22, 2023
Subject: Executive session for pending litigation

Issue

The issue is whether the City Council will support the Energy Futures Group grant proposal to U.S. Department of Energy's (DOE) Office of Energy Efficiency and Renewable Energy (EERE) Building Technologies Office (BTO) in response to its funding opportunity announcement, *The Bipartisan Infrastructure Law: Resilient and Efficient Codes Implementation*.

Discussion

John Alden asked if the Council would consider supporting this statewide effort. John is part of a broad group in Vermont applying for a federal Department of Energy grant to develop better administration (education, project review, inspection, certification, and enforcement) of Vermont's energy codes, both residential and commercial. The attached materials provide background information on this proposal. John Alden will be available to answer questions.

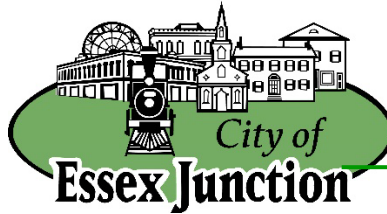
Cost

N/A

Recommendation

If the City Council wishes to support this effort, the following motion is recommended:

"I move that the City Council authorize the Council President to sign the support letter."



March 22, 2023

Energy Futures Group, Inc
Attention: Richard Faesy
PO Box 587
Hinesburg, VT 05461

RE: Energy Futures Group Proposal in response to DE-FOA-0002813, *The Bipartisan Infrastructure Law: Resilient and Efficient Codes Implementation*

Dear Mr. Faesy:

Essex Junction is pleased to support Energy Futures Group's proposal to the U.S. Department of Energy's (DOE) Office of Energy Efficiency and Renewable Energy (EERE) Building Technologies Office (BTO) in response to its funding opportunity announcement, *The Bipartisan Infrastructure Law: Resilient and Efficient Codes Implementation*. The proposed team will work towards enabling achievement with Vermont's building energy codes and ordinances to achieve the state's compliance target of net-zero ready construction for all newly constructed buildings by 2030 and to aid in alleviating energy insecurity and energy burdens.

To enable achievement of Vermont's energy codes and ordinances, the project team will develop a multi-pronged approach. The team will develop a code compliance plan; investigate innovative options to expand the energy professionals; investigate innovative energy code and ordinance compliance approaches; develop and provide energy code trainings, materials and technical assistance; and create and support an advisory committee made up of Vermont, regional, and national experts and stakeholders to provide input and guidance to the Project Team, making sure to represent the interests of energy, equity, and environmental justice (EEJ) communities and LMI households.

This initiative is very important to our state as we work towards statewide code achievement to reduce emissions from the buildings sector and address equity and energy burden in the state. Vermont continues to increase the stringency of its building energy code with a target of net-zero ready construction for all newly constructed buildings by 2030. Yet recent studies show that compliance with Vermont's 2015 Residential Building Energy Standards has dropped to 54%. Absent a structure to ensure compliance, we are likely to continue to see a decrease in compliance. Thus, it is critically important for all stakeholders to work collaboratively to address this. As a small rural state, Vermont would be proud to identify and implement a solution to this challenge. For this reason, we sincerely hope that this project is selected for funding, and Essex Junction would look forward to the opportunity to work with Energy Futures Group on this important work.

Sincerely,

[ELECTRONIC SIGNATURE]

Andrew Brown, Council President
City of Essex Junction

Vermont Building Energy Code & Ordinance Compliance Project

Bipartisan Infrastructure Law: Resilient and Efficient Codes Implementation

Funding Opportunity Announcement (FOA) Number: DE-FOA-0002813

FOA Type: Initial

Assistance Listing Number: 81.117

Technical Point of Contact

Richard Faesy, Principal
(Principal Investigator)
Energy Futures Group
P.O. Box 587
Hinesburg, VT 05487
rfaesy@energyfuturesgroup.com
802-355-9153

Business Point of Contact

Mariana DuBrul, Administrative Manager
Energy Futures Group
P.O. Box 587
Hinesburg, VT 05487
mdubrul@energyfuturesgroup.com
802-482-5001

Energy Futures Group (EFG)¹ will lead this project in partnership with the Vermont Secretary of State, the listed Project Team Members below, and committed Project Supporters on page 6. As a Vermont-based firm with a mission “to transform our energy system to one that is clean, efficient, renewable, safe, affordable and equitable” and strong Vermont relationships, EFG is uniquely positioned to lead this team and manage this project.

Project Team Members

Energy Futures Group (EFG) (Project Lead)
Vermont Secretary of State (including their Office of Professional Regulation (OPR)) (SOS)
International Code Council (ICC)
Efficiency Vermont (EVT)
Burlington Electric Department (BED)
Vermont Gas Systems (VGS)
Vermont Association of Planning and Development Agencies (VAPDA)

Project Location: State of Vermont

There are no confidential materials included in this submission.

¹ <https://energyfuturesgroup.com/>

Project Description

Vermont has long been a leading state in energy efficiency policies, programs, and energy code *adoption*. However, the same cannot be said about building energy code *enforcement* and *compliance*. There is currently no statute in Vermont designating authority to enforce its energy codes, and no statewide system for administering its codes, tracking, reporting, or ensuring compliance. While Vermont is small in population and financial resources, we are similar to many other rural states. We have collective motivation to identify an authority and implement a system, but we lack resources. If funded, Vermont can aid the nation by serving as a model for other rural states while addressing the equitable, clean energy transitions in buildings.

Vermont's lack of - 1) a designated Authority Having Jurisdiction (AHJ), 2) any statewide energy code review, inspection, testing, certification, reporting, and enforcement infrastructure, and 3) a market-based support system of energy professionals to support these efforts – will prevent the state's ability to achieve its compliance target of "net-zero ready construction for all newly constructed buildings by 2030"². Recent studies³ show only 54% compliance with Vermont's older 2015 Residential Building Energy Standards (RBES) and 87% compliance with the 2015 Commercial Building Energy Standards (CBES). As compliance rates drop with each subsequent version of the code, it is unlikely that the state will be able to meet its 2030 goal.

To address energy burden, equity and emissions, Vermont cities have also recently adopted innovative approaches to address upgrading existing buildings through building performance standards and transparency ordinances – particularly for rental properties⁴. As other Vermont cities adopt similar and new ordinances, the lack of an AHJ, infrastructure, and ordinance support systems will debilitate their ability to achieve these goals.

Vermont's "Building Energy Code & Ordinance Compliance Project" would address this. Energy Futures Group (EFG)⁵ has assembled an impactful and diverse group of partners and stakeholders including the Vermont Secretary of State / Office of Professional Regulation, legislators, cities, energy efficiency utilities (EUs), building and contractor trade associations, planning commissions, advocates, builders, architects, and others committed to solving Vermont's lack of a code compliance infrastructure. If funded, the anticipated community benefits would be new systems to ensure compliance with Vermont's energy codes and ordinances to aid in alleviating energy insecurity and energy burdens, including these tasks:

1. Code Compliance Development Plan - Convene a "summer study"-like process in collaboration with all the key state agencies, state legislators, builders, architects, and other stakeholders to design and develop an energy code compliance infrastructure for Vermont that will examine multiple options including designating an AHJ and innovative compliance and enforcement approaches. Work with state legislators and agencies to implement that plan, build out the process and procedures, positions, advisory committees, mechanisms, data systems, filing and builder registries, etc. Hire and fund

² <https://publicservice.vermont.gov/document/2022-comprehensive-energy-plan>, p. 180

³ <https://publicservice.vermont.gov/efficiency/evaluations-and-studies>

⁴ <https://www.burlingtonelectric.com/weatherization-ordinance/> and <https://www.montpelier-vt.org/1299/Home-Energy-Information-Ordinance> are recent examples, with additional ordinances on the way.

⁵ <https://energyfuturesgroup.com/>

staff and related expenses for a limited time. Develop the requisite long-term funding mechanisms to ensure infrastructure and staffing for sustainability post-grant.

2. Energy Professionals Workforce – Investigate innovative options such as a market-based network of certified energy professionals⁶ who could provide project review, offer performance testing, and verify energy code and ordinance compliance. Assist with the network’s growth and offer business planning guidance and support to ensure business sustainability for the workforce if deemed a viable compliance solution. Listen to and work with organizations and individuals embedded within disadvantaged communities to ensure equitable recruitment and economic development opportunities.
3. Compliance Tools - Investigate innovative energy code and ordinance compliance approaches for field-based measurements, documentation, generation of energy code certificates, and filing. Consider providing a DOE Home Energy Score, Vermont Home Energy Profile⁷ (energy label), or an ENERGY STAR Portfolio Manager score.
4. Training and Support - Develop and provide RBES and CBES trainings, materials, and offer technical assistance to AHJ staff, energy professionals, builders, designers, and the construction industry in support of Vermont’s energy codes, sound building practices and code and ordinance compliance while focusing on training and recruiting a diversity of candidates. Provide a training circuit rider to support both the energy codes and the existing building energy ordinances to construction and real estate groups, cities and towns, planning commissions, building suppliers, trade associations and others to ensure increased awareness of the new 2023 energy codes, the new code compliance infrastructure, available technical trainings and resources, and other support for professionals and towns interested in considering energy ordinances.
5. Project Advisory Committee - Create and support an advisory committee made up of Vermont, regional, and national experts and stakeholders to provide input and guidance to the Project Team, making sure to represent the interests of energy, equity, and environmental justice (EEEJ) communities and LMI households.

Developing and implementing these elements would fill in the missing gaps in Vermont’s energy efficiency ecosystem and help ensure achievement of the state’s 2030 new construction goals while addressing climate impacts, affordability challenges, energy insecurity, and ensuring housing that is energy efficient, comfortable, safe, healthy, and resilient. Without this effort, Vermont will most likely continue down a path of decreasing compliance and risks significant opposition to adopting more stringent energy codes in the future. Some prominent Vermont builders and their trade associations that support a level playing field through code enforcement already oppose any further energy code advances until such an enforcement structure is put in place.

For existing buildings, expansion of municipal energy performance ordinances will be much slower without funding to develop the energy professionals network and provide training and other support. However, if Vermont is funded under this FOA, cities may be more likely to adopt building energy performance ordinances and expand the ones in place if there are

⁶ Home Energy Rating System (HERS) Energy Raters and Building Performance Institute (BPI) certified professionals

⁷ <https://www.encyvermont.com/services/energy-assessments/vermont-home-energy-profile>

available energy professionals, resources, and other assistance to support these policies. With a focus on rental properties, these policies support an equity and low-income emphasis.

The primary effort will be to work with all Vermont stakeholders to consider code compliance and enforcement options, map out a plan, and then put in place the infrastructure to support it. Without this infrastructure, Vermont faces opposition to adoption of the 2023 energy codes, which are pushing performance above IECC 2024. Builders and others have been raising the enforcement issue for the last few code cycles. While many of Vermont's leading builders pride themselves in considering building science and following code, they are concerned that a lack of enforcement results in their competition building to lower energy performance levels with a competitive price advantage knowing that no one will ever inspect their lower cost inferior homes. These leading builders support this project's goals.

At the same time, the Department of Public Service (PSD) develops and updates RBES and CBES every three years by statute, and their studies show decreasing in-field compliance rates. Public comments submitted during the rule adoption show that some builders oppose adopting higher efficiency codes until their competitive field is leveled through enforcement. If the "summer study" outlined in Task 1 above identifies the best entity to become Vermont's AHJ, and sufficient multi-year funding and support were made available to help plan and develop a code compliance infrastructure, then code opposition would decrease, and Vermont's successful model could be recognized as an approach other rural states might also take.

If funded, this FOA would enable all of the interested Vermont parties to sit down over the course of months and hammer out the elements of a plan, budget, required legislation, and sustainable funding system. This new energy code compliance infrastructure would then need to be built, incorporated into any existing systems, staffed up, trained and coordinated with the energy professionals network being developed at the same time by the EEU's. Concurrently, we will be seeking additional state, federal, and foundation funding to continue this work.

All these efforts would need to be managed and coordinated closely. EFG staff have successfully managed other large DOE projects and have been intimately involved in Vermont's energy code development process since its inception in 1995. We have strong working relationships with all the Project Team members and Vermont stakeholders and a track record of building consensus and driving successful results. EFG would coordinate, convene, staff, and manage this project until Vermont develops its energy code compliance infrastructure. While the risk would be failing to develop a workable and effective code compliance system for Vermont, we would not be able to make measurable progress without a significant infusion of funding, which this DOE FOA could provide.

The total impact of the Building Energy Code & Ordinance Compliance Project is estimated to save Vermont 551,454 MMBtu and \$15,304,600 through 2033.

Addendum

All Project Team Members listed in the table below except for ICC have physical offices located in Vermont and virtual platforms for maximum collaboration.

Project Team Member	Skills/Area of Expertise	Qualifications	Has worked with other teaming partners?
Energy Futures Group (EFG) (Project Lead)	<ul style="list-style-type: none"> *Energy code updates *Workforce development *HERS and BPI certifications *Multiple state energy efficiency program consulting 	<ul style="list-style-type: none"> *Principal Investigator Richard Faesy has 30 years’ experience working on VT codes *Lead the VT energy code updates for multiple cycles *Co-chair of the VT Climate Workforce Coalition *Developing national BPI certificate program for contractors 	<ul style="list-style-type: none"> *Work collaboratively with all partners *VT energy code updates, code collaborative and market characterizations with PSD, EVT and all stakeholders *Weatherization at Scale initiative with BED, EVT, state agencies, VGS, others
VT Secretary of State (including Office of Professional Regulation) (OPR)	<ul style="list-style-type: none"> *Professional regulation including Office of Professional Regulation * Business services *Municipal support 	<p>State agency with responsibility over Office of Professional Regulation, including Builder Registry which is poised for builder code training certifications and promotion</p>	<ul style="list-style-type: none"> *Secretary of State has worked with project staff on climate, energy, labeling and workforce issues *Collaborated on builder registry
International Code Council (ICC)	<p>Resilience, offsite construction, fire safety, and water conservation</p>	<ul style="list-style-type: none"> *Developed International Energy Conservation Code, and 14 other International Codes (of which Vermont adopts four) *Provides comprehensive energy code implementation support through education; training and certification of code officials, contractors, and other stakeholders; consulting and technical assistance; digital code access; custom code publishing; checklists; protocols; plan review; evaluation services; accreditation; electronic permitting; and virtual inspection resources. 	<p>Worked with the Building Safety Association of Vermont (BSAVT), an ICC chapter and collaborator with EFG and other stakeholders</p>
Efficiency Vermont (EVT)	<p>Extensive technical knowledge of both RBES, CBES, City of Burlington Rental Weatherization and Decarbonization ordinances. Energy efficiency program design and implementation.</p>	<p>Energy Code technical support to the design and builder communities and to Burlington’s Department Permitting and Inspections. Delivery of joint efficiency programs with VGS and EVT.</p>	<p>PSD and PUC on regulatory issues, EVT and VGs- numerous MF affordable housing projects, EAN on energy policy, PSD and EFG on code update work.</p>

Project Team Member	Skills/Area of Expertise	Qualifications	Has worked with other teaming partners?
Burlington Electric Department (BED)	*Extensive technical knowledge of RBES, CBES, City of Burlington Rental Weatherization ordinance. *Energy efficiency program design and implementation.	Energy Code technical support to the design and builder communities and to Burlington’s Department Permitting and Inspections. Delivery of joint efficiency programs with VGS and EVT.	State agencies on regulatory issues; EVT and VGS on numerous MF affordable housing projects; EAN on energy policy; EFG on code update work.
Vermont Gas Systems	Technical knowledge of both RBES and CBES through direct engagement with builders, architects, designers, developers, and homeowners	RBES and CBES energy code technical support for new construction programs; builder & HVAC community outreach; energy efficient / ENERGY STAR product rebates; weatherization programs	State agencies on regulatory issues; developers, builders, HVAC contractors & affordable housing providers; EVT & BED on energy efficiency program implementation; EFG on code update work; legislators, municipal officials, CCRPC & EAN on energy policy;
Vermont Association of Planning and Development Agencies (VAPDA)	*Regional and municipal enhanced energy planning *State and local permitting (zoning, building, environmental, etc.) *Outreach and education to municipalities	*Organization is composed of all regional planning commissions (11) that serve all VT municipalities *Developed enhanced energy plan for 11 regional planning commissions and over 90 municipalities *Routinely participate as parties in state regulatory processes	*Regional and municipal enhanced energy planning with state agencies, EVT, BED, and VGS.

The following organizations are committed Project Supporters:

- American Institute of Architects (AIA) – Vermont Chapter
- Association of General Contractors of Vermont
- Burlington Department of Permitting and Inspections
- Chittenden County Regional Planning Commission
- City of South Burlington
- City of Montpelier
- ClearlyEnergy
- Eco Houses of Vermont
- Energy Action Network
- Evernorth (affordable housing non-profit)
- Hayward Design Build
- Huntington Homes
- New Buildings Institute (NBI)
- Snyder Homes
- Vermont Representatives Campbell, Pouech, Stebbins, Watson
- Vermont Senators Bray, Perchlik, Ram Hinsdale, Illuzzi (former)
- Vermont Business for Social Responsibility
- Vermont Builders and Remodelers Association
- Vermont Housing Finance Agency
- Vermont Office of Economic Opportunity, Weatherization Assistance Program



ENERGY FUTURES GROUP

energyfuturesgroup.com

H.332 Energy Code Administration Testimony

AN ACT RELATING TO A BUILDING ENERGY CODE STUDY COMMITTEE

Richard Faesy, Principal

March 15, 2023

Energy Futures Group

Vermont-based clean energy consulting firm established in 2010

Areas of Expertise

- Energy efficiency & renewable energy
- Program design
- Integrated resource planning
- Policy development
- Expert witness testimony
- Building codes
- Evaluation
- Cost-effectiveness

Range of Clients

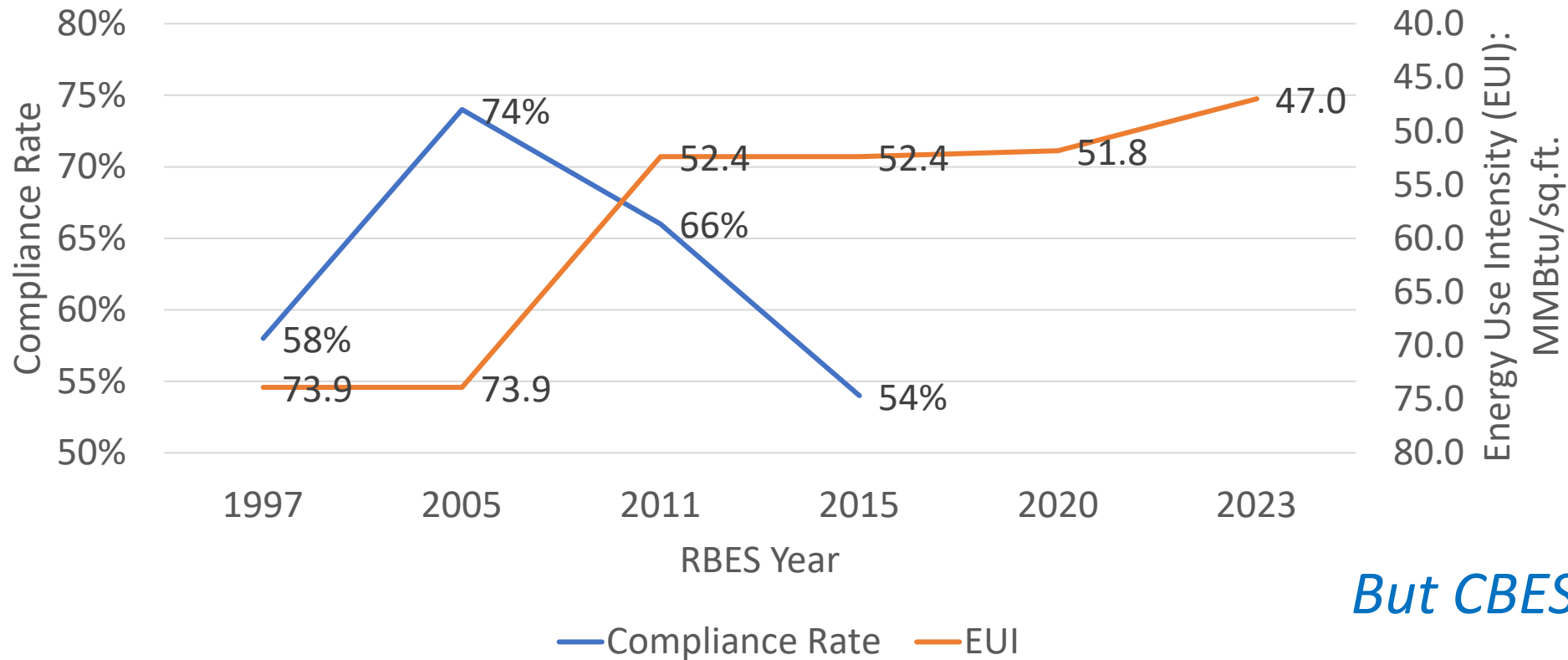
- Government Agencies
- Advocates
- Regulators
- Utilities



Clients in 45 states and provinces plus regional, national and international organizations.

Vermont RBES Compliance Is Headed in the Wrong Direction

Vermont RBES Energy Use Intensity (EUI) vs. Compliance Rate



But CBES is at 87%

Compliance based on NMR Market Assessment Studies conducted in 2002, 2011, 2016 and 2020
 EUIs based on 15% reduction from DOE Normalized Energy Use

US Department of Energy Funding Opportunity Announcement (FOA) 2813: Building Energy Codes: Resilient and Efficient Codes Implementation (RECI)

- *To enable sustained cost-effective implementation of updated building energy codes.*
- \$225 million in total funding supporting
 - \$45 million per year for fiscal years FY22 through FY26
 - 10 to 30 awards
 - \$1.5 million to \$4.5 million/year per awardee
 - Minimum of \$500,000/year
- The estimated period of performance for each award will be approximately 3-5 years

FOA Key Areas of Interest

1. State and Local Code Adoption
2. Workforce Development
3. Implementation and Compliance
4. Innovative Approaches
5. Equity, Energy and Environmental Justice
6. Partnerships

FOA Key Outcomes

- Developing the next-generation workforce
- Facilitating energy code updates
- Improving energy code compliance
- Advancing new and innovative policies and tools
- Increasing equity in code-related policies and planning

FOA Timeframe and Deadlines

FOA Issue Date:	December 19, 2022
Submission Deadline for Concept Papers:	January 31, 2023 by 5:00pm ET
Submission Deadline for Full Applications:	March 27, 2023 by 5:00pm ET
Expected Submission Deadline for Replies to Reviewer Comments:	April 17, 2023 by 5:00pm ET
Expected Date for DOE Selection Notifications:	June 26, 2023
Expected Timeframe for Award Negotiations:	June 26 through August 29, 2023

Project Team Members & Supporters

Project Team Members	Project Supporters
<ul style="list-style-type: none"> • Energy Futures Group (Project Lead) • Vermont Secretary of State / Office of Professional Regulation • International Code Council (ICC) • Efficiency Vermont • Burlington Electric Department • Vermont Gas Systems • Vermont Association of Planning and Development Agencies (VAPDA) 	<ul style="list-style-type: none"> American Institute of Architects (AIA) – VT Chapter Association of General Contractors of Vermont Burlington Department of Permitting and Inspections Chittenden County Regional Planning Commission City of Montpelier ClearlyEnergy Eco Houses of Vermont Energy Action Network Evernorth Hayward Design Build Huntington Homes New Buildings Institute (NBI) Snyder Homes VT Representatives Campbell, Pouech, Stebbins, Watson VT Senators Bray, Perchlik, Ram Hinsdale, Illuzzi (former) Vermont Business for Social Responsibility Vermont Builders and Remodelers Association Vermont Housing Finance Agency Vermont Office of Economic Opportunity, Weatherization Assistance Program

Vermont Building Energy Code Administration Project

#	Task Area
1	Energy Code Administration Plan & Implementation
2	Energy Professionals Workforce
3	Compliance Tools
4	Training and Support
5	Project Advisory Committee
6	Existing Building Energy Ordinance White Paper
7	Project Management

- Total request \$4.9 million over three years for Vermont



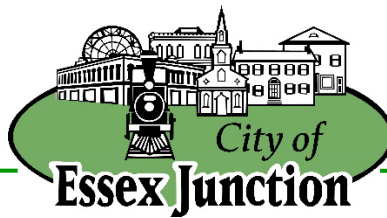
Richard Faesy

PRINCIPAL

@ rfaesy@energyfuturesgroup.com

📱 (802) 355-9153

🌐 energyfuturesgroup.com



MEMORANDUM

To: Essex Junction City Council
From: Regina Mahony, City Manager
Meeting Date: March 22, 2023
Subject: Executive session for pending litigation

Issue

The issue is whether the City Council will enter executive session to discuss pending or probable civil litigation.

Discussion

To have a complete and thorough discussion about this topic, an executive session may be necessary because the premature disclosure of the information may put the City Council and the City at a substantial disadvantage. Pending or probable civil litigation or a prosecution, to which the public body is or may be a party can be a protected discussion.

Recommendation

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

Motion #1

"I move that the City Council make the specific finding that general public knowledge of pending or probable civil litigation or a prosecution, to which the public body is or may be a party would place the City at a substantial disadvantage."

Motion #2

"I move that the City Council enter into executive session to discuss pending or probable civil litigation or a prosecution, to which the public body is or may be a party, pursuant to 1 V.S.A. § 313(a)(1)(E) to include the City Council and City Manager."

11:28 am

Check Warrant Report # 17343 Current Prior Next FY Invoices For Fund (GENERAL FUND)

CDeLibac

For Check Acct 01 (GENERAL FUND) All check #s 03/03/23 To 03/03/23 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	02/15/23	AMAZON CAPITAL SERVICES Office Supplies 1FRF1D4779C6	210-5-30-10-610.000 General Supplies	43.88	44841	03/03/23
19815	02/21/23	AMAZON CAPITAL SERVICES Office Supplies 1YK1JRQN1KQD	210-5-30-10-610.000 General Supplies	31.82	44841	03/03/23
02235	02/08/23	BOUND TREE MEDICAL LLC Curaplex Select 84854239	210-5-25-10-613.000 Program Supplies	274.74	44845	03/03/23
30100	02/15/23	COBRAHELP COBRA HELPS 277986	210-5-10-10-210.000 Group Insurance	32.90	44851	03/03/23
04940	02/03/23	COMCAST Cable 2/10-3/9/23 0207722 0223	210-5-25-10-530.000 Communications	1.71	44854	03/03/23
25715	02/20/23	DONALD L. HAMLIN CONSULT Engineering fees for 1 Jac 22824 0223	210-1-00-00-130.002 Exchange - Billable	1031.25	44858	03/03/23
25715	02/20/23	DONALD L. HAMLIN CONSULT Engineering fees for 227 22825 0223	210-5-40-12-330.000 Professional Services	990.00	44858	03/03/23
21845	02/16/23	FIRST NATIONAL BANK OMAHA Tech Access, J Prog, A Co 0017 0223	210-5-35-10-500.000 Training, Conf, Dues	104.00	44863	03/03/23
21845	02/16/23	FIRST NATIONAL BANK OMAHA Tech Access, J Prog, A Co 0017 0223	210-5-35-10-640.201 Adult Collection	143.86	44863	03/03/23
21845	02/16/23	FIRST NATIONAL BANK OMAHA Tech Access, J Prog, A Co 0017 0223	210-5-35-10-505.000 Tech. Subs, Licenses	635.34	44863	03/03/23
21845	02/16/23	FIRST NATIONAL BANK OMAHA Tech Access, J Prog, A Co 0017 0223	210-5-35-10-840.202 Childrens Programs	37.18	44863	03/03/23
07010	02/09/23	GREEN MOUNTAIN POWER CORP MSP Power 0223 75 MAPA	210-5-41-26-622.000 Electricity	1270.26	44870	03/03/23
07010	02/09/23	GREEN MOUNTAIN POWER CORP MSP Power 0223 75 MAPL	210-5-41-26-622.000 Electricity	171.39	44871	03/03/23
26390	01/12/23	INT'L INST. OF MUN. CLERK Membership Renewal 20230112D	210-5-10-10-500.000 Training, Conf, Dues	185.00	44876	03/03/23
V1775	02/28/23	PETTY CASH - SUSAN MCNAMA Postage due paid 20230228D	210-5-10-10-560.000 Postage	0.67	44903	03/03/23
V1775	02/28/23	PETTY CASH - SUSAN MCNAMA Postage due paid 20230228D	210-5-16-10-560.000 Postage	1.34	44903	03/03/23
37430	02/10/23	R R CHARLEBOIS INC Ladder Maintenance RC80652	210-5-40-12-430.000 R&M Vehicles & Equipment	559.94	44906	03/03/23
18010	12/09/22	REYNOLDS & SON, INC. MSA 10178557 3417363	210-5-25-10-750.000 Machinery & Equipment	66.98	44907	03/03/23
03180	01/19/23	SAFETY SYSTEMS OF VT LLC Key Card Door System 22582	210-5-41-21-431.000 R&M Buildings & Grounds	2974.47	44910	03/03/23
03180	01/19/23	SAFETY SYSTEMS OF VT LLC Key Card Door System 22582	210-5-35-10-750.000 Machinery & Equipment	2942.85	44910	03/03/23
09105	02/21/23	SECURE SHRED Shredding Service Feb 417813	210-5-30-10-330.000 Professional Services	22.00	44911	03/03/23
29835	01/30/23	SHERWIN-WILLIAMS 2 Lincoln Paint 03912	210-5-41-20-431.000 R&M Buildings & Grounds	54.98	44913	03/03/23
29835	02/07/23	SHERWIN-WILLIAMS MSP Paint 06154	210-5-30-12-431.000 R&M Buildings & Grounds	94.40	44913	03/03/23
36130	02/18/23	VERIZON WIRELESS VSAT TOWN CELL PHONES 9927976295	210-5-40-12-530.000 Communications	35.01	44918	03/03/23
36130	02/19/23	VERIZON WIRELESS VSAT Cell phones 01/19 thru 02 9928068792	210-5-40-12-530.000 Communications	192.61	44919	03/03/23

11:28 am

Check Warrant Report # 17343 Current Prior Next FY Invoices For Fund (GENERAL FUND)

CDeLibac

For Check Acct 01 (GENERAL FUND) All check #s 03/03/23 To 03/03/23 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
28470	02/03/23	Payroll Transfer PR-02/03/23	210-2-00-00-210.004 Retirement Payable	17992.35	44923	03/03/23
28470	02/17/23	Payroll Transfer PR-02/17/23	210-2-00-00-210.004 Retirement Payable	18599.13	44923	03/03/23
00935	02/14/23	Absorbent 1OR39512	210-5-25-10-610.000 General Supplies	323.00	44927	03/03/23
17425	03/03/23	Payroll Transfer PR-03/03/23	210-2-00-00-210.004 Retirement Payable	50.00	3032308	03/03/23
V1160	03/03/23	Payroll Transfer PR-03/03/23	210-2-00-00-210.004 Retirement Payable	2512.64	3032309	03/03/23
V1161	03/03/23	Payroll Transfer PR-03/03/23	210-2-00-00-210.004 Retirement Payable	6245.88	3032310	03/03/23
25715	02/17/23	Main Street Pocket Park J 22815 0223	220-5-00-00-720.002 1 Main; Road Res-Q	495.00	44858	03/03/23
25715	02/17/23	Crescent Connector Essex 12833 021723	230-5-16-10-890.824 Cres. Connector	4432.50	44858	03/03/23
V9632	02/23/23	Brickyard culvert submitt 0068547	230-5-40-13-895.830 BC2058 Brickyard Culvert	1005.25	44874	03/03/23
12235	01/19/23	Crescent Connector Septem 13NECR04R 21	230-5-16-10-890.824 Cres. Connector	597871.24	44897	03/03/23
12235	01/19/23	Crescent Connector South 17NECR06R 21	230-5-16-10-890.824 Cres. Connector	192769.44	44897	03/03/23
36130	02/19/23	Cell phones 01/19 thru 02 9928068792	254-5-54-20-530.000 Communications	1896.31	44919	03/03/23
V9454	02/13/23	Scott-boots 3482703	255-5-55-30-612.000 Uniforms	623.00	44894	03/03/23
36130	02/18/23	TOWN CELL PHONES 9927976295	255-5-55-30-570.000 Other Purchased Services	40.01	44918	03/03/23
36130	02/18/23	TOWN CELL PHONES 9927976295	255-5-55-30-530.000 Communications	80.60	44918	03/03/23
01930	02/15/23	Sr. Luncheon 6229406	258-5-33-13-830.000 Regular Programs	97.00	44849	03/03/23
29725	12/23/22	Monthly Credit Card 2212 1222	258-5-33-13-830.000 Regular Programs	46.13	44862	03/03/23
21570	02/11/23	PETTY CASH 021123D	258-5-33-13-830.000 Regular Programs	19.75	44902	03/03/23
21000	02/15/23	Sr Center Supplies 1080131094	258-5-33-13-330.000 Professional Services	57.80	44917	03/03/23
19815	02/21/23	Office Supplies - Rec Kid 11CTT4TK1KTR	259-5-30-15-610.000 General Supplies	104.16	44839	03/03/23
19815	02/16/23	RK FMS Supplies 13JGWCH6FG7D	259-5-30-15-610.000 General Supplies	11.96	44839	03/03/23
19815	02/13/23	Preschool Supplies 1FKJQTPV1HJ9	259-5-30-16-610.000 General Supplies	199.49	44841	03/03/23
19815	02/13/23	RK EES Supplies 1HJRQMLW9YLG	259-5-30-15-610.000 General Supplies	316.18	44841	03/03/23
19815	02/14/23	RK FMS Supplies 1WDKK4DY3VGQ	259-5-30-15-610.000 General Supplies	113.62	44841	03/03/23
27810	03/06/23	Integration Fee March 2312646	259-5-30-15-330.000 Professional Services	81.25	44856	03/03/23

For Check Acct 01 (GENERAL FUND) All check #s 03/03/23 To 03/03/23 & Fund 2

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
29425	PERFORMANCE FOOD SERVICE	02/14/23	RK Hiawatha Snack 808501	259-5-30-15-610.000 General Supplies	191.84	44900	03/03/23
29425	PERFORMANCE FOOD SERVICE	02/14/23	RK Fleming Snack 808910	259-5-30-15-610.000 General Supplies	175.48	44900	03/03/23
29425	PERFORMANCE FOOD SERVICE	02/14/23	RK MSP EES Snack 809123	259-5-30-15-610.000 General Supplies	51.25	44900	03/03/23
29425	PERFORMANCE FOOD SERVICE	02/14/23	RK EES Snack 809138	259-5-30-15-610.000 General Supplies	165.44	44900	03/03/23
29425	PERFORMANCE FOOD SERVICE	02/20/23	RK S/H K Snack 811413	259-5-30-15-610.000 General Supplies	231.76	44900	03/03/23
29425	PERFORMANCE FOOD SERVICE	02/20/23	RK Summit Snack 811898	259-5-30-15-610.000 General Supplies	196.87	44900	03/03/23
29425	PERFORMANCE FOOD SERVICE	02/20/23	RK FMS Snack 811930	259-5-30-15-610.000 General Supplies	206.39	44900	03/03/23
29425	PERFORMANCE FOOD SERVICE	02/20/23	RK Hiawatha Snack 812019	259-5-30-15-610.000 General Supplies	41.89	44900	03/03/23
29425	PERFORMANCE FOOD SERVICE	02/21/23	RK Fleming Snack 812337	259-5-30-15-610.000 General Supplies	109.05	44900	03/03/23
29425	PERFORMANCE FOOD SERVICE	02/22/23	RK EES Snack 813119	259-5-30-15-610.000 General Supplies	122.62	44900	03/03/23
14695	THE BIG BLUE TRUNK	02/13/23	RK MSP EES 2/16 2481	259-5-30-15-580.000 Travel	525.00	44916	03/03/23
36130	VERIZON WIRELESS VSAT	02/18/23	TOWN CELL PHONES 9927976295	259-5-30-16-610.000 General Supplies	40.30	44918	03/03/23
25315	VESPA'S PIZZA PASTA & DEL	02/15/23	RK Training 021523D	259-5-30-15-610.000 General Supplies	106.00	44920	03/03/23
Report Total					860046.16		

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Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	02/26/23	Adult Collection 194WVWTGNVWC	210-5-35-10-640.201 Adult Collection	56.02	44930	03/08/23
19815	AMAZON CAPITAL SERVICES	02/25/23	13X9-RW33-1CRL- Adult Col 1V6QGCFLKJWQ	210-5-35-10-640.201 Adult Collection	-39.99	44930	03/08/23
00530	BRODART CO	02/10/23	J Collection, Supplies B6558105	210-5-35-10-640.202 Juvenile Collection	530.59	44931	03/08/23
00530	BRODART CO	02/10/23	J Collection, Supplies B6558105	210-5-35-10-610.000 General Supplies	39.20	44931	03/08/23
00530	BRODART CO	02/10/23	J Collection, Supplies B6558126	210-5-35-10-640.202 Juvenile Collection	10.25	44931	03/08/23
00530	BRODART CO	02/10/23	J Collection, Supplies B6558126	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	BRODART CO	02/10/23	J Collection, Supplies B6558160	210-5-35-10-640.202 Juvenile Collection	35.15	44931	03/08/23
00530	BRODART CO	02/10/23	J Collection, Supplies B6558160	210-5-35-10-610.000 General Supplies	2.40	44931	03/08/23
00530	BRODART CO	02/10/23	J Collection, Supplies B6558161	210-5-35-10-640.202 Juvenile Collection	59.99	44931	03/08/23
00530	BRODART CO	02/10/23	J Collection, Supplies B6558161	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	BRODART CO	02/13/23	Adult Replacement Supplie B6559077	210-5-90-00-640.201 Adult Collection replacem	15.12	44931	03/08/23
00530	BRODART CO	02/13/23	Adult Replacement Supplie B6559077	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	BRODART CO	02/13/23	AdultReplace, Supplies B6559078	210-5-90-00-640.201 Adult Collection replacem	30.59	44931	03/08/23
00530	BRODART CO	02/13/23	AdultReplace, Supplies B6559078	210-5-35-10-610.000 General Supplies	1.60	44931	03/08/23
00530	BRODART CO	02/13/23	Adult Collection, Supplie B6559143	210-5-35-10-640.201 Adult Collection	461.89	44931	03/08/23
00530	BRODART CO	02/13/23	Adult Collection, Supplie B6559143	210-5-35-10-610.000 General Supplies	25.60	44931	03/08/23
00530	BRODART CO	02/13/23	Adult Collection B6559173	210-5-35-10-640.201 Adult Collection	22.39	44931	03/08/23
00530	BRODART CO	02/16/23	J Collection, Supplies B6561108	210-5-35-10-640.202 Juvenile Collection	10.79	44931	03/08/23
00530	BRODART CO	02/16/23	J Collection, Supplies B6561108	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	BRODART CO	02/16/23	J Collection, Supplies B6561109	210-5-35-10-640.202 Juvenile Collection	134.94	44931	03/08/23
00530	BRODART CO	02/16/23	J Collection, Supplies B6561109	210-5-35-10-610.000 General Supplies	9.60	44931	03/08/23
00530	BRODART CO	02/16/23	Adult Collection, Supplie B6561166	210-5-35-10-640.201 Adult Collection	15.65	44931	03/08/23
00530	BRODART CO	02/16/23	Adult Collection, Supplie B6561166	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	BRODART CO	02/16/23	J Collection, Supplies B6561207	210-5-35-10-640.202 Juvenile Collection	65.81	44931	03/08/23
00530	BRODART CO	02/16/23	J Collection, Supplies B6561207	210-5-35-10-610.000 General Supplies	3.20	44931	03/08/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	02/16/23	Adult Collection, Supplie B6561251	210-5-35-10-640.201 Adult Collection	15.65	44931	03/08/23
00530	02/16/23	Adult Collection, Supplie B6561251	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	02/16/23	J Collection, Supplies B6561253	210-5-35-10-640.202 Juvenile Collection	8.00	44931	03/08/23
00530	02/16/23	J Collection, Supplies B6561253	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	02/16/23	J Collection, Supplies B6561258	210-5-35-10-640.202 Juvenile Collection	59.12	44931	03/08/23
00530	02/16/23	J Collection, Supplies B6561258	210-5-35-10-610.000 General Supplies	4.00	44931	03/08/23
00530	02/16/23	Adult Collection, Supplie B6561269	210-5-35-10-640.201 Adult Collection	54.08	44931	03/08/23
00530	02/16/23	Adult Collection, Supplie B6561269	210-5-35-10-610.000 General Supplies	2.40	44931	03/08/23
00530	02/16/23	Adult Collection, Supplie B6561384	210-5-35-10-640.201 Adult Collection	16.90	44931	03/08/23
00530	02/16/23	Adult Collection, Supplie B6561384	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	02/17/23	Adult Collection, Supplie B6561785	210-5-35-10-640.201 Adult Collection	37.99	44931	03/08/23
00530	02/17/23	Adult Collection, Supplie B6561785	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	02/17/23	Adult Collection, Supplie B6561786	210-5-35-10-640.201 Adult Collection	10.19	44931	03/08/23
00530	02/17/23	Adult Collection, Supplie B6561786	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	02/17/23	Adult Collection, Supplie B6561833	210-5-35-10-640.201 Adult Collection	93.63	44931	03/08/23
00530	02/17/23	Adult Collection, Supplie B6561833	210-5-35-10-610.000 General Supplies	4.00	44931	03/08/23
00530	02/17/23	Adult Collection, Supplie B6561875	210-5-35-10-640.201 Adult Collection	191.20	44931	03/08/23
00530	02/17/23	Adult Collection, Supplie B6561875	210-5-35-10-610.000 General Supplies	9.60	44931	03/08/23
00530	02/17/23	Adult Collection, Supplie B6562050	210-5-35-10-640.201 Adult Collection	15.65	44931	03/08/23
00530	02/17/23	Adult Collection, Supplie B6562050	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	02/22/23	Adult Collection, Supplie B6564311	210-5-35-10-640.201 Adult Collection	12.96	44931	03/08/23
00530	02/22/23	Adult Collection, Supplie B6564311	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	02/22/23	Adult Collection, Supplie B6564312	210-5-35-10-640.201 Adult Collection	204.36	44931	03/08/23
00530	02/22/23	Adult Collection, Supplie B6564312	210-5-35-10-610.000 General Supplies	10.40	44931	03/08/23
00530	02/22/23	Adult Collection, Supplie B6564322	210-5-35-10-640.201 Adult Collection	47.50	44931	03/08/23

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	02/22/23	Adult Collection, Supplie	B6564322	210-5-35-10-610.000 General Supplies	2.40	44931	03/08/23
00530	02/22/23	Adult Collection	B6564330	210-5-35-10-640.201 Adult Collection	15.11	44931	03/08/23
00530	02/22/23	Adult Collection	B6564330	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	02/23/23	Donations Exp: Fastips: F	B6565335	210-5-35-10-640.201 Adult Collection	12.00	44931	03/08/23
00530	02/23/23	Donations Exp: Fastips: F	B6565335	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
00530	02/16/23	Supplies CREDIT	B6565789	210-5-35-10-610.000 General Supplies	-3.00	44931	03/08/23
00530	02/27/23	Adult Collection, Supplie	B6567146	210-5-35-10-640.201 Adult Collection	43.57	44931	03/08/23
00530	02/27/23	Adult Collection, Supplie	B6567146	210-5-35-10-610.000 General Supplies	1.60	44931	03/08/23
00530	02/27/23	Adult Collection, Supplie	B6567147	210-5-35-10-640.201 Adult Collection	15.66	44931	03/08/23
00530	02/27/23	Adult Collection, Supplie	B6567147	210-5-35-10-610.000 General Supplies	0.80	44931	03/08/23
V0310	02/17/23	Training	017	210-5-25-10-500.000 Training, Conf, Dues	150.00	44934	03/08/23
30360	03/01/23	Communications Brownell	030123 BT	210-5-41-21-530.000 Communications	333.58	44935	03/08/23
V04609	12/01/22	Adult Collection	1973257	210-5-35-10-640.201 Adult Collection	98.28	44936	03/08/23
V04609	02/01/23	Adult Collection	1985705	210-5-35-10-640.201 Adult Collection	98.28	44936	03/08/23
29785	02/20/23	J Programs	DAVIS FEB23	210-5-35-10-840.202 Childrens Programs	100.00	44939	03/08/23
25715	01/17/23	Engineering assistance fo	22814 0123	210-5-40-12-330.000 Professional Services	2355.63	44940	03/08/23
25715	01/17/23	Engineering Assistance fo	22816 0123	210-5-40-12-330.000 Professional Services	321.25	44940	03/08/23
25715	01/17/23	Autumn Pond II Engineerin	22821 0123	210-1-00-00-130.002 Exchange - Billable	1320.00	44940	03/08/23
23580	02/22/23	Maintenance	1 2023	210-5-25-10-430.000 R&M Vehicles & Equipment	170.00	44941	03/08/23
33495	02/17/23	Adult Coll, Supplies, Pos	74508991	210-5-35-10-640.201 Adult Collection	12.80	44950	03/08/23
33495	02/17/23	Adult Coll, Supplies, Pos	74508991	210-5-35-10-610.000 General Supplies	0.58	44950	03/08/23
33495	02/17/23	Adult Coll, Supplies, Pos	74508991	210-5-35-10-560.000 Postage	2.50	44950	03/08/23
33495	02/22/23	Adult Collectn, Supplies,	74589167	210-5-35-10-640.201 Adult Collection	15.85	44950	03/08/23
33495	02/22/23	Adult Collectn, Supplies,	74589167	210-5-35-10-610.000 General Supplies	0.58	44950	03/08/23
33495	02/22/23	Adult Collectn, Supplies,	74589167	210-5-35-10-560.000 Postage	2.50	44950	03/08/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V9970	02/20/23	J Collection 503398198	210-5-35-10-640.202 Juvenile Collection	43.23	44952	03/08/23
27395	12/24/22	City Health Dec 2022 Fina 17638369	210-2-00-00-210.006 Health Ins. Copay	13.64	44953	03/08/23
25070	02/28/23	Board stipends 50/50 with Stipends FY2	210-5-10-10-190.000 Board member Payments	225.00	44955	03/08/23
V10729	01/31/23	Adult Collection: Craftsy 23032778	210-5-35-10-640.201 Adult Collection	14.95	44957	03/08/23
V10729	02/24/23	J Collection 23061537	210-5-35-10-640.202 Juvenile Collection	65.00	44957	03/08/23
V10554	02/28/23	J Collection 737856	210-5-35-10-640.202 Juvenile Collection	91.14	44958	03/08/23
41015	02/23/23	Adult Collection 421485	210-5-35-10-640.201 Adult Collection	101.23	44959	03/08/23
15120	01/24/23	Tri pod repair parts 105621	210-5-40-12-610.000 General Supplies	704.86	44961	03/08/23
24325	02/22/23	Battery Pack 24144940	210-5-25-10-611.000 Small Tools and Equipment	172.00	44962	03/08/23
36130	02/18/23	01/19 - 02/18/23 9927980049	210-5-25-10-530.000 Communications	1803.32	44966	03/08/23
07565	02/27/23	Comm Dev supplies 236581069	210-5-16-10-610.000 General Supplies	27.98	44968	03/08/23
V1165	03/03/23	Payroll Transfer PR-03/03/23	210-2-00-00-210.002 Federal Inc Tax W/H	32743.46	3032311	03/08/23
V2413	03/03/23	Payroll Transfer PR-03/03/23	210-2-00-00-210.003 State Inc Tax W/H	4065.98	3032312	03/08/23
25715	01/17/23	Engineering Const Servic 22820 0123	230-5-40-13-895.830 BC2058 Brickyard Culvert	153.75	44940	03/08/23
25715	01/17/23	Const Services 12/1-12/31 21806 0123	254-5-54-70-723.004 Main St Water Line	834.38	44940	03/08/23
41010	01/26/23	Lance Garrett 20 Main Str 012623	254-1-00-00-115.002 AR Water/Sewer Customers	145.43	44946	03/08/23
27395	12/24/22	City Health Dec 2022 Fina 17638369	255-5-55-30-210.000 Group Insurance	1352.84	44953	03/08/23
36130	02/18/23	01/19 - 02/18/23 9927980049	255-5-55-30-530.000 Communications	55.70	44966	03/08/23
11260	02/20/23	EJRP Dog Classes 77	259-5-30-14-330.000 Professional Services	2745.60	44947	03/08/23
19470	02/22/23	DC Trip Deposit 4/23-27 022223D	259-5-30-14-330.000 Professional Services	5437.80	44948	03/08/23
19155	01/09/23	DC Trip Tour Deposit 4/23 12227	259-5-30-14-330.000 Professional Services	1750.00	44956	03/08/23
16020	02/22/23	Summer Brochure Postage P 022223D	259-5-30-10-560.000 Postage	1822.65	44960	03/08/23
14695	02/13/23	7/4 Event Deposit PRE PAY 2478	259-1-00-00-120.000 Prepaid Expenses	500.00	44964	03/08/23

03/09/23

Town of Essex Accounts Payable

03:27 pm

Check Warrant Report # 17344 Current Prior Next FY Invoices For Fund (GENERAL FUND)

CDelibac

For Check Acct 01 (GENERAL FUND) All check #s 03/08/23 To 03/08/23 & Fund 2

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

62239.53

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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
19815	03/04/23	AMAZON CAPITAL SERVICES Adult Collection 13D1QN94D7Y4	210-5-35-10-640.201 Adult Collection	49.54	44973	03/10/23
19815	02/28/23	AMAZON CAPITAL SERVICES 2 Lincoln - Exit Sign 166XT3DW6363	210-5-41-20-431.000 R&M Buildings & Grounds	42.90	44973	03/10/23
19815	03/04/23	AMAZON CAPITAL SERVICES Supplies 1N7TGCHQCCDG	210-5-35-10-610.000 General Supplies	130.40	44973	03/10/23
19815	03/04/23	AMAZON CAPITAL SERVICES Adult Collection 1YDWGQ34DJ3V	210-5-35-10-640.201 Adult Collection	75.89	44973	03/10/23
40900	12/28/22	CARASOFT TECHNOLOGY CORP City Kofax setup IN1305140	210-1-00-00-120.000 Prepaid Expenses	3690.54	44982	03/10/23
40900	12/28/22	CARASOFT TECHNOLOGY CORP City Kofax setup IN1305140	210-5-10-10-330.000 Professional Services	2989.34	44982	03/10/23
04940	02/12/23	COMCAST Tv Internet 02/19/23 - 03 0091811 0223	210-5-40-12-600.000 Salt, Sand and Gravel	74.65	44990	03/10/23
04940	02/12/23	COMCAST Tv Internet 02/19/23 - 03 0091811 0223	210-5-40-12-600.000 Salt, Sand and Gravel	0.01	44990	03/10/23
04940	02/12/23	COMCAST Tv Internet 02/19/23 - 03 0091811 0223	210-5-40-12-610.000 General Supplies	189.65	44990	03/10/23
04940	02/23/23	COMCAST MSP Internet March 0176315 0223	210-5-41-26-530.000 Communications	404.14	44992	03/10/23
04940	02/27/23	COMCAST Internet 3/4-4/3/23 0179210 0223	210-5-25-10-530.000 Communications	172.90	44993	03/10/23
04940	02/23/23	COMCAST Park St Internet March 0210908 0223	210-5-41-23-530.000 Communications	250.53	44994	03/10/23
19005	03/01/23	FIRSTLIGHT FIBER telephone and communicati 13686649	210-5-41-20-530.000 Communications	542.70	45007	03/10/23
19005	03/01/23	FIRSTLIGHT FIBER communications 13686676	210-5-41-20-530.000 Communications	163.46	45008	03/10/23
19005	03/01/23	FIRSTLIGHT FIBER Telephone 13686678	210-5-41-20-530.000 Communications	257.87	45009	03/10/23
19005	03/01/23	FIRSTLIGHT FIBER MSP Internet March 13687155	210-5-41-26-530.000 Communications	360.00	45010	03/10/23
34895	03/01/23	GAUTHIER TRUCKING, INC. MSP Trash Removal 1701269	210-5-41-26-400.000 Contracted Services	400.13	45015	03/10/23
20470	02/28/23	GLOBAL MONTELLO GROUP Feb Fuel 297553	210-5-41-22-626.000 Gasoline	484.18	45016	03/10/23
20470	02/28/23	GLOBAL MONTELLO GROUP Feb Fuel 297553	210-5-40-12-626.000 Gasoline	5795.63	45016	03/10/23
24785	02/22/23	GRAINGER Trash Bags dog park 9617797569	210-5-30-12-610.000 General Supplies	155.16	45018	03/10/23
07010	02/09/23	GREEN MOUNTAIN POWER CORP Solar Accts 01/06/23-02/0 020923 S	210-5-41-20-622.000 Electricity	608.10	45019	03/10/23
07010	02/09/23	GREEN MOUNTAIN POWER CORP Solar Accts 01/06/23-02/0 020923 S	210-5-41-22-622.000 Electricity	608.11	45019	03/10/23
07010	02/09/23	GREEN MOUNTAIN POWER CORP Solar Accts 01/06/23-02/0 020923 S	210-5-40-12-622.000 Electricity	270.97	45019	03/10/23
07010	02/09/23	GREEN MOUNTAIN POWER CORP Solar Accts 01/06/23-02/0 020923 S	210-5-41-21-622.000 Electricity	1155.40	45019	03/10/23
07010	02/09/23	GREEN MOUNTAIN POWER CORP Solar Accts 01/06/23-02/0 020923 S	210-5-40-12-622.000 Electricity	359.74	45019	03/10/23

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
07010	GREEN MOUNTAIN POWER CORP	02/09/23	Solar Accts 01/06/23-02/0 020923 S	210-5-41-23-622.000 Electricity	371.37	45019	03/10/23
07010	GREEN MOUNTAIN POWER CORP	02/13/23	Non solar accounts 01/10/ 03092023 NS	210-5-40-12-622.200 Streetlight Electricity	10432.50	45020	03/10/23
07010	GREEN MOUNTAIN POWER CORP	02/13/23	Non solar accounts 01/10/ 03092023 NS	210-5-40-12-622.000 Electricity	1236.08	45020	03/10/23
45410	J B SIMONS INC	03/06/23	Uniforms 127199	210-5-25-10-612.000 Uniforms	140.00	45028	03/10/23
25625	LOWE'S - 1080	02/02/23	EJRP Lowes Feb 4191080 0223	210-5-41-20-431.000 R&M Buildings & Grounds	300.96	45041	03/10/23
25625	LOWE'S - 1080	02/02/23	EJRP Lowes Feb 4191080 0223	210-5-41-20-431.000 R&M Buildings & Grounds	131.99	45041	03/10/23
25625	LOWE'S - 1080	02/02/23	EJRP Lowes Feb 4191080 0223	210-5-30-12-431.000 R&M Buildings & Grounds	103.74	45041	03/10/23
V10130	LOWE'S BUSINESS ACCOUNT	02/22/23	EJFD Supplies 09901	210-5-25-10-610.000 General Supplies	60.41	45042	03/10/23
06675	NATIONAL BUSINESS TECHNOL	02/28/23	Copier usage 1/18-2/17/23 IN533592	210-5-35-10-442.000 Rental Vehicles/Equip	7.79	45051	03/10/23
06675	NATIONAL BUSINESS TECHNOL	02/28/23	Copier usage 1/18-2/17/23 IN533592	210-5-35-10-442.000 Rental Vehicles/Equip	115.13	45051	03/10/23
06675	NATIONAL BUSINESS TECHNOL	02/28/23	Copier usage 1/18-2/17/23 IN533592	210-5-40-12-442.000 Rental Vehicles/Equip	1.84	45051	03/10/23
06675	NATIONAL BUSINESS TECHNOL	02/28/23	Copier usage 1/18-2/17/23 IN533592	210-5-10-10-442.000 Rental Vehicles/Equip	42.05	45051	03/10/23
37605	NEW ENGLAND MUNICIPAL RES	02/14/23	Leave accrual program 52189	210-5-13-10-330.000 Professional Services	110.00	45052	03/10/23
29835	SHERWIN-WILLIAMS	02/24/23	Paint Supplies Door jams 10909	210-5-30-12-431.000 R&M Buildings & Grounds	62.99	45074	03/10/23
14800	TECH GROUP INC	03/01/23	Anti-Virus Contract 101791	210-5-25-10-505.000 Tech. Subs, Licenses	40.00	45079	03/10/23
36130	VERIZON WIRELESS VSAT	02/17/23	CM cell phone Jan-Feb 202 9927948151	210-5-10-10-530.000 Communications	50.42	45081	03/10/23
25315	VESPA'S PIZZA PASTA & DEL	03/03/23	City Staff Pizza 3/3 030323D	210-5-30-10-610.000 General Supplies	142.00	45082	03/10/23
29825	VT GAS SYSTEMS	02/21/23	MSP Gas February 1578756 0223	210-5-41-26-621.000 Natrual Gas/Heating	431.30	45084	03/10/23
29825	VT GAS SYSTEMS	02/21/23	Service Dates 01/19/23 - 23055	210-5-40-12-621.000 Natural Gas/Heating	706.53	45085	03/10/23
29825	VT GAS SYSTEMS	02/21/23	Service Dates 01/19/23 - 23055	210-5-41-21-621.000 Natrual Gas/Heating	1258.77	45085	03/10/23
29825	VT GAS SYSTEMS	02/21/23	Service Dates 01/19/23 - 23055	210-5-41-20-621.000 Natrual Gas/Heating	912.34	45085	03/10/23
29825	VT GAS SYSTEMS	02/21/23	Service Dates 01/19/23 - 23055	210-5-41-22-621.000 Natrual Gas/Heating	961.04	45085	03/10/23
29825	VT GAS SYSTEMS	02/21/23	Service Dates 01/19/23 - 23055	210-5-41-23-621.000 Natrual Gas/Heating	523.00	45085	03/10/23
29825	VT GAS SYSTEMS	02/21/23	Service Dates 01/19/23 - 23055	210-5-41-23-621.000 Natrual Gas/Heating	-0.69	45085	03/10/23
29825	VT GAS SYSTEMS	02/21/23	MSP Gas February 810044 0223	210-5-41-26-621.000 Natrual Gas/Heating	491.35	45086	03/10/23

01:37 pm

Check Warrant Report # 17345 Current Prior Next FY Invoices For Fund (GENERAL FUND)

CDeLibac

For Check Acct 01 (GENERAL FUND) All check #s 03/10/23 To 03/10/23 & Fund 2

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
03875	03/07/23	Conference Membership Du	210-5-35-10-500.000	1120.00	45087	03/10/23
		VLA 032023	Training, Conf, Dues			
07565	02/17/23	2 Lincoln Supplies	210-5-41-20-431.000	62.99	45088	03/10/23
		236402227	R&M Buildings & Grounds			
07565	03/03/23	Hand Soap	210-5-30-12-610.000	190.36	45089	03/10/23
		236732707	General Supplies			
36240	02/28/23	Crescent Connector STP 53	230-5-16-10-890.824	1004.25	44999	03/10/23
		#97	Cres. Connector			
40900	12/28/22	City Kofax setup	254-5-54-20-330.000	147.62	44982	03/10/23
		IN1305140	Professional Services			
20470	02/28/23	Feb Fuel	254-5-54-20-626.000	65.40	45016	03/10/23
		297553	Gasoline			
07010	02/13/23	Non solar accounts 01/10/	254-5-54-20-622.000	94.37	45020	03/10/23
		03092023 NS	Electricity			
03070	03/08/23	City UB postage March 202	254-5-54-20-560.000	514.88	45048	03/10/23
		Mar 2023 Pos	Postage			
29825	02/21/23	Service Dates 01/19/23 -	254-5-54-20-621.000	499.50	45085	03/10/23
		23055	Natural Gas/Heating			
40900	12/28/22	City Kofax setup	255-5-55-30-330.000	405.96	44982	03/10/23
		IN1305140	Professional Services			
20470	02/28/23	Feb Fuel	255-5-55-30-626.000	223.86	45016	03/10/23
		297553	Gasoline			
V9769	01/24/23	(Ferrous chloride) Jan 20	255-5-55-30-619.000	9649.35	45031	03/10/23
		9017780335	Chemicals			
06675	02/28/23	Copier usage 1/18-2/17/23	255-5-55-30-442.000	26.06	45051	03/10/23
		IN533592	Rental Vehicles/Equip			
29825	02/21/23	Service Dates 01/19/23 -	255-5-55-30-621.000	3960.64	45085	03/10/23
		23055	Natural Gas/Heating			
23390	03/08/23	Membership dues C Mandigo	255-5-55-30-500.000	40.00	45092	03/10/23
		50126A	Training, Conf, Dues			
40900	12/28/22	City Kofax setup	256-5-56-40-330.000	147.62	44982	03/10/23
		IN1305140	Professional Services			
20470	02/28/23	Feb Fuel	256-5-56-40-626.000	436.40	45016	03/10/23
		297553	Gasoline			
24785	03/02/23	RIVER ST MAPLES ST PUMP	256-5-56-40-431.000	53.10	45018	03/10/23
		9592175369	R&M Buildings & Grounds			
07010	02/09/23	Solar Accts 01/06/23-02/0	256-5-56-40-622.000	695.43	45019	03/10/23
		020923 S	Electricity			
07010	02/09/23	Solar Accts 01/06/23-02/0	256-5-56-40-434.001	609.53	45019	03/10/23
		020923 S	Susie Wilson PS Costs			
07010	02/09/23	Solar Accts 01/06/23-02/0	256-5-56-40-434.002	741.59	45019	03/10/23
		020923 S	West Street PS Costs			
07010	02/13/23	Non solar accounts 01/10/	256-5-56-40-622.000	487.57	45020	03/10/23
		03092023 NS	Electricity			
03070	03/08/23	City UB postage March 202	256-5-56-40-560.000	1045.37	45048	03/10/23
		Mar 2023 Pos	Postage			
29825	02/21/23	Service Dates 01/19/23 -	256-5-56-40-434.001	42.25	45085	03/10/23
		23055	Susie Wilson PS Costs			
29825	02/21/23	Service Dates 01/19/23 -	256-5-56-40-434.002	44.28	45085	03/10/23
		23055	West Street PS Costs			

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
29825	02/21/23	VT GAS SYSTEMS Service Dates 01/19/23 - 23055	256-5-56-40-621.000 Natural Gas/Heating	197.87	45085	03/10/23
40565	02/07/23	BARTLETT DEANNA Yoga Strength 030623D	258-5-33-13-830.000 Regular Programs	320.00	44977	03/10/23
29725	01/25/23	FIRST NATIONAL BANK OMAHA Credit Card 2212 0123	258-5-33-13-830.000 Regular Programs	101.85	45006	03/10/23
29725	01/25/23	FIRST NATIONAL BANK OMAHA Credit Card 2212 0123	258-5-33-13-830.000 Regular Programs	69.59	45006	03/10/23
29725	01/25/23	FIRST NATIONAL BANK OMAHA Credit Card 2212 0123	258-5-33-13-830.000 Regular Programs	33.90	45006	03/10/23
29725	02/23/23	FIRST NATIONAL BANK OMAHA Credit Card March 2212 0223	258-5-33-13-830.000 Regular Programs	134.00	45006	03/10/23
29725	02/23/23	FIRST NATIONAL BANK OMAHA Credit Card March 2212 0223	258-5-33-13-830.000 Regular Programs	32.05	45006	03/10/23
29725	02/23/23	FIRST NATIONAL BANK OMAHA Credit Card March 2212 0223	258-5-33-13-830.000 Regular Programs	53.82	45006	03/10/23
29725	02/23/23	FIRST NATIONAL BANK OMAHA Credit Card March 2212 0223	258-5-33-13-330.000 Professional Services	21.17	45006	03/10/23
29725	02/23/23	FIRST NATIONAL BANK OMAHA Credit Card March 2212 0223	258-5-33-13-830.000 Regular Programs	46.13	45006	03/10/23
06675	02/28/23	NATIONAL BUSINESS TECHNOL Copier usage 1/18-2/17/23 IN533592	258-5-33-13-442.000 Rental Vehicles/Equip	82.95	45051	03/10/23
21570	02/22/23	PETTY CASH - NICOLE MONE PETTY CASH 022823D	258-5-33-13-830.000 Regular Programs	12.68	45060	03/10/23
07565	02/28/23	W B MASON CO INC Feb office supplies C1305527 022	258-5-33-13-610.000 General Supplies	29.56	45090	03/10/23
37985	02/23/23	A T & T MOBILITY TOWN CELL PHONES 869X03012023	259-5-30-14-330.000 Professional Services	43.22	44969	03/10/23
19815	02/28/23	AMAZON CAPITAL SERVICES RK S/H K Supplies 16LNX43Y9LRN	259-5-30-15-610.000 General Supplies	171.07	44973	03/10/23
19815	03/02/23	AMAZON CAPITAL SERVICES RK EES Supplies 19JXFKN11GXC	259-5-30-15-610.000 General Supplies	10.97	44973	03/10/23
19815	03/05/23	AMAZON CAPITAL SERVICES Behavior Support Supplies 19VGTMYHKDT	259-5-30-15-610.000 General Supplies	53.95	44973	03/10/23
19815	03/02/23	AMAZON CAPITAL SERVICES RK S/H K Supplies 1GMCNRRX9TN7	259-5-30-15-610.000 General Supplies	14.99	44973	03/10/23
19815	02/25/23	AMAZON CAPITAL SERVICES Vaca Camp Supplies 1X7NF19GM33F	259-5-30-15-610.000 General Supplies	106.01	44973	03/10/23
19815	02/25/23	AMAZON CAPITAL SERVICES RK Summit Supplies 1YCP9G6RKRQV	259-5-30-15-610.000 General Supplies	275.08	44973	03/10/23
15135	02/24/23	AMBRIS MARCINO Essex Has Talent Winner 022423D	259-5-30-14-330.000 Professional Services	100.00	44974	03/10/23
31545	03/06/23	COSTCO #314 Egg Hunt Supplies 030623D	259-5-30-14-610.000 General Supplies	323.58	44997	03/10/23
25075	02/24/23	ESSEX HIGH SCHOOL STUDENT Essex Has Talent Ticket S 022423D	259-5-30-14-330.000 Professional Services	1185.00	45001	03/10/23
31270	03/02/23	GAGNON MARK Vac Camp 3/2 030223D	259-5-30-15-580.000 Travel	425.00	45013	03/10/23
20470	02/28/23	GLOBAL MONTELLLO GROUP Feb Fuel 297553	259-5-30-15-626.000 Gasoline	202.25	45016	03/10/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
08270	02/20/23	Yoga Vaca Camp Feb 030223D	259-5-30-14-330.000 Professional Services	1176.00	45029	03/10/23
19675	02/16/23	KC CAFE THE KENNEDY CENTE DC Dinner 4/24 021623D	259-5-30-14-610.000 General Supplies	2340.00	45030	03/10/23
19385	01/26/23	KENNEDY CENTER GROUP SALE Shear Madness 4/24 32562923	259-5-30-14-610.000 General Supplies	3243.60	45032	03/10/23
28895	02/26/23	KINDERMUSIK WITH RACHEL L EJRP Kindermusik 1011	259-5-30-14-330.000 Professional Services	968.00	45033	03/10/23
07070	02/15/23	LIGUORI JENNIFER Fusion Volleyball Club Re 021523D	259-5-30-14-330.000 Professional Services	13033.15	45040	03/10/23
22655	02/27/23	MEILLEUR NORMAN R Youth Basketball Referee 022723D	259-5-30-14-330.000 Professional Services	245.00	45045	03/10/23
06675	02/28/23	NATIONAL BUSINESS TECHNOL Copier usage 1/18-2/17/23 IN533592	259-5-30-10-442.000 Rental Vehicles/Equip	75.97	45051	03/10/23
06675	02/28/23	NATIONAL BUSINESS TECHNOL Copier usage 1/18-2/17/23 IN533592	259-5-30-10-442.000 Rental Vehicles/Equip	142.30	45051	03/10/23
29425	02/27/23	PERFORMANCE FOOD SERVICE VC Breakfast 815092	259-5-30-15-610.000 General Supplies	446.30	45059	03/10/23
15140	03/07/23	REDMOND ANDRE Essex Has Talent Winner 030723D	259-5-30-14-330.000 Professional Services	50.00	45066	03/10/23
10435	02/16/23	SCREENMYLOGO.COM Barcomb League Shirts 19862	259-5-30-14-610.000 General Supplies	375.00	45070	03/10/23
10435	03/03/23	SCREENMYLOGO.COM Swish Bball Shirts 19890	259-5-30-14-610.000 General Supplies	2955.49	45070	03/10/23
15130	02/24/23	SHEPHERD ANNEKA Essex Has Talent Winner 022423D	259-5-30-14-330.000 Professional Services	150.00	45073	03/10/23
23495	02/28/23	STUDENT TRANSPORTATION OF Vac Camp Bus 2/27 70197074	259-5-30-15-580.000 Travel	558.00	45077	03/10/23
23495	02/28/23	STUDENT TRANSPORTATION OF Vac Camp Bus 2/27 70197076	259-5-30-15-580.000 Travel	294.50	45077	03/10/23
23495	03/02/23	STUDENT TRANSPORTATION OF Vac Camp Bus 3/1 70197844	259-5-30-15-580.000 Travel	341.00	45077	03/10/23
30300	02/18/20	SWISH SPORTS LLC Rec Jamboree and CVRA 021823D	259-5-30-14-330.000 Professional Services	910.00	45078	03/10/23
25315	02/17/23	VESPA'S PIZZA PASTA & DEL Basketball Jamboree Pizzz 021723D	259-5-30-14-610.000 General Supplies	144.00	45082	03/10/23

03/13/23

Town of Essex Accounts Payable

01:37 pm

Check Warrant Report # 17345 Current Prior Next FY Invoices For Fund (GENERAL FUND)

CDelibac

For Check Acct 01 (GENERAL FUND) All check #s 03/10/23 To 03/10/23 & Fund 2

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

91668.23

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CITY OF ESSEX JUNCTION
CITY COUNCIL MEETING MINUTES
MONDAY, MARCH 6, 2023

COUNCILORS PRESENT: Andrew Brown, President; Raj Chawla, Vice-President; Dan Kerin; Amber Thibeault; George Tyler

ADMINISTRATION and STAFF: Regina Mahoney, City Manager

OTHERS PRESENT: Danielle Brown, Heidi Clark, Steve Eustis, Elaine Haney, Dennis Thibeault, RSM. S.

1. CALL TO ORDER

Mr. Brown called the meeting of the City Council to order at 6:30 PM.

2. AGENDA ADDITIONS/ CHANGES

None.

3. APPROVE AGENDA

No changes. Thus no approval is required.

4. PUBLIC TO BE HEARD

None.

5. PUBLIC HEARING

a. Public Hearing on the Proposed Charter Changes

Ms. Mahoney presented the proposed Charter changes. These include the following: to allow a City Councilor to hold City employment under state statute, to allow former City Councilors to hold City employment immediately after leaving the City Council, to allow the City Council to appoint the Moderator and set the date of the City Informational Meeting. Mr. Brown opened public comment.

Mr. Eustis, who has served as the Village Moderator for many years, said it is important to keep the role of Moderator. He said he agrees this position should be appointed rather than elected. He suggested that the Council consider including something stating that the Moderator can moderate other meetings besides the City Informational Meeting. He suggested having more than one day between the City Informational Meeting and Annual Meeting and having the City vote on Town Meeting Day. Mr. Chawla said he agrees with moving the informational meeting, as ballots are now mailed to all voters. He said that this would help to engage the community and increase participation. The Council discussed the verbiage of Annual Meeting v. City Informational Meeting. City Informational Meeting is when the budget and ballot are discussed, and Annual Meeting is when voting occurs if not done by mail. Ms. Mahoney said that this is defined in state statute, and all agreed to leave the wording as is for the time being.

6. BUSINESS ITEMS

a. Discussion and Consideration on the Proposed Charter Changes

Mr. Brown said that this would be discussed again on March 13. However, no changes could be made at this time. Ms. Thibeault asked if a January 1st deadline would allow enough time to set a date and

48 coordinate with the school district. Mr. Brown said that this date could impact other deadlines and that he
49 felt that January 1st was sufficient. All agreed. Mr. Brown requested public comment, none was given.
50

51 **RAJ CHAWLA made a motion, seconded by DAN KERIN, that the City Council accept the changes**
52 **to the proposed charter change amendments for inclusion in the annual meeting warning to be**
53 **considered on March 8, 2023. Motion passed 5-0.**
54

55 **7. CONSENT ITEMS**

56 None.
57

58 **8. READING FILE**

59 None.
60

61 **9. EXECUTIVE SESSION**

62 None.
63

64 **10. ADJOURN**

65 **RAJ CHAWLA made a motion, seconded by DAN KERIN, to adjourn. Motion passed 5-0 at 7:04**
66 **p.m.**
67

68 Respectfully Submitted,
69 Darby Mayville
70 Recording Secretary
71
72

CITY OF ESSEX JUNCTION
CITY COUNCIL MEETING MINUTES
WEDNESDAY, MARCH 8, 2023

COUNCILORS PRESENT: Andrew Brown, President; Raj Chawla, Vice-President; Dan Kerin; Amber Thibeault; George Tyler

ADMINISTRATION and STAFF: Regina Mahoney, City Manager; Susan McNamara-Hill, Clerk/Treasurer; Jess Morris, Finance Director; Ashley Snellenberger, Communications & Strategic Initiatives Director

OTHERS PRESENT: Marcus Certa, Heidi Clark, Annie Cooper, Elaine Haney, Brett Johnson, Tacy Lincoln, Tim Miller, Frank & Michelle Puleo, Janelle Racine, Ken Signroello, Harlan & Richard Smith, Jason Struthers, Dennis Thibeault, Alison Wermer, CR RSM

1. CALL TO ORDER

Mr. Brown called the meeting of the City Council to order at 6:30 PM.

2. AGENDA ADDITIONS/ CHANGES

None.

3. APPROVE AGENDA

No changes, thus no approval required.

4. PUBLIC TO BE HEARD

Mr. Struthers mentioned that the City Council, acting as the Cannabis Control Commission, had recently approved Tier 1 Indoor Cultivation for Passion Fruit Farms, LLC. He asked if the Board had a change of heart on the cannabis issue. Ms. Mahoney said that the Development Review Board had decided to grant a home occupation permit to Passion Fruit Farms. A home occupation is under different review and zoning requirements than other uses. As it met the Land Development Code regulations, the Cannabis Control Commission approved the application.

5. PUBLIC HEARING

a. Public Hearing on the Municipal Dog Ordinance

Ms. Mahoney said the proposed dog ordinance closely matches the current Town of Essex ordinance. This ordinance will allow the City Council to address dog-on-dog violence. Mr. Brown requested public input. Mr. Richard Smith asked how many cases the Council expects to hear in a year. Mr. Brown said that he estimates a few a year. However, no concrete estimates can be given. Annie Cooper thanked the Council for their hard work on this initiative. Mr. Brown closed the public hearing.

6. BUSINESS ITEMS

a. Interview and consider appointment of Tacy Lincoln, for Bike/Walk Committee

Ms. Lincoln said that she recently retired and would like to be able to give back to the community. She enjoys walking and would like to ensure that walking and biking are open to all community members. Mr. Tyler discussed the Bike/Walk Committee's regional work to expand the bike and pedestrian network.

GEORGE TYLER made a motion, seconded by DAN KERIN, to appoint Tacy Lincoln to the Bike/Walk Committee for a term of one year. Motion passed 5-0.

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b. Discussion and Consideration of Dog Ordinance Amendments & Rules of Procedure for Dog Bite Hearings

Regarding the Rules of Procedure, Ms. Mahoney said that she has had the City Attorney and the Essex Police Department review the document. The City Council indicated approval for allowing the City Council Chair, Vice-Chair, or police officer to run a dog bite hearing. Mr. Tyler suggested posting signage about the updated ordinance at the Essex Junction Dog Park, especially regarding the potential ramifications of dog-on-dog attacks and how to report these issues. The Council reviewed the City Attorney's changes and made appropriate edits.

Regarding the Dog Ordinance, Ms. Thibeault made several numerical and grammatical edits. Mr. Chawla asked for clarification on what would be considered trespassing and if the municipal right-of-way would be included. Mr. Kerin said this could be very difficult to determine unless there was video footage. He also said that trespassing could not occur unless the property was posted or a trespass notice was issued. Ms. Mahoney will talk to the City Attorney and Police Department to see if a definition for trespassing needs to be established. Mr. Tyler said that this would continue to be an evolving document as time went on. Mr. Brown requested public comment, none was given.

GEORGE TYLER made a motion, seconded by RAJ CHAWLA, that the City Council adopt the changes to the Essex Junction Municipal Ordinances: to replace the existing Chapter 5: Regulation of Dogs in its entirety with the proposed Chapter 5: Regulation of Dogs; and adopt the Rules of Procedure for Vicious and Potentially Vicious Dog Hearings.

Friendly amendment by ANDREW BROWN to add “as amended at this meeting” to the motion. The friendly amendment was accepted by GEORGE TYLER. Motion passed 5-0.

c. Discussion and Consideration of the Water Service Line Inventory Loan

Ms. Mahoney said there is a new federal requirement stating that, by October 2024, municipalities with water systems must inventory residential service lines to identify lead. The state of Vermont, with federal funding, has put money aside in a 0% interest loan to help municipalities achieve these requirements. If lead is found, a replacement plan will need to be established. Ms. Mahoney said that it is suggested to sole source this project to MSK Engineers, as they have been working with the state of Vermont on this project. It is also suggested that voters approve this project at Annual Meeting. Mr. Brown said that MSK's partnership with other municipalities and the state of Vermont makes them uniquely qualified to take on this project. The City does not have a sense of how many lead pipes might be present. Ms. Thibeault asked if there was a chance that the City might not get the loan. Ms. Mahoney said she believes the state has already allocated funds for each municipality. However, the exact amount of money will be decided upon after applying.

RAJ CHAWLA made a motion, seconded by GEORGE TYLER, that the City Council ask the voters to authorize a planning loan through the Drinking Water State Revolving Fund for a project in the Water Enterprise Fund to complete a service line inventory and lead service line replacement plan in an amount not to exceed \$433,700 to be financed over a period not to exceed ten years; authorize a sole source contract with MSK Engineers for the water service line inventory and replacement plans; and authorize the City Manager to execute the contract with MSK Engineers, and apply for the loan, following voter authorization. Motion passed 5-0.

d. Discussion and Consideration of FY24 Proposed Budget and Capital Program Budget

98 Ms. Mahoney said that the City had two public hearings and had made some changes as a result of this.
99 The paving increase and a stormwater matching grant fund request would be covered by the Local Option
100 Tax (LOT). The estimated tax rate increase is 1.3% or \$33.83 on an average property with an assessed
101 value of \$280,000. The utility rates would be approximately up 8.5%. Mr. Brown discussed some more
102 recent changes and said that 50% of the salary for the Code Enforcement Officer would be paid via either
103 the LOT or funds from the rental registry. The benefits cost for the new Adult Services Director was also
104 adjusted to reflect that the position would be hired mid-year. With these changes, the new tax increase will
105 be 0.4%. Mr. Brown said this budget would allow the City to operate as a fully independent municipality.
106 Mr. Chawla said that the new Code Enforcement and Planning positions would allow the City Council not
107 to wait to address housing and ordinance issues. He said savings were anticipated, but there is a strong need
108 for the work these positions will implement. Mr. Tyler said that he felt that the City Council stipend was
109 acceptable and that a large portion of the LOT should be saved each year for an emergency. Mr. Brown
110 requested public input, none was given.

111
112 Ms. Morris said that the total FY 24 budget, with the changes, is \$11,421,171, of that to be raised in
113 property taxes is \$10,420,986.

114
115 **DAN KERIN made a motion, seconded by GEORGE TYLER, to approve of the various FY24**
116 **budgets with the changes that Ms. Morris presented. Motion passed 5-0.**

117
118 **e. Discussion and Consideration of Warning for Annual Meeting**

119 Ms. Mahoney said the informational meeting would take place online at 6 PM on Monday, April 10. No
120 voting of any kind will take place that night, and voting will occur the next day via Australian ballot or by
121 mail. Ms. Mahoney said the budget and charter changes would be discussed at the informational meeting.
122 She then went through the articles on the proposed warning. She said that voters would be asked to set the
123 date of the Annual Meeting for next year while also being asked if the City Council will have the authority
124 to set future dates of Annual Meetings. This is due to the fact that the legislature will be required to
125 approve any charter changes. Voters will also be asked to approve a 0% City loan for the water service line
126 inventory. The date of the Annual Meeting was compared to an interfaith calendar to look for possible
127 conflicts.

128
129 **RAJ CHAWLA made a motion, seconded by GEORGE TYLER, to adopt the warning for the**
130 **Information Hearing on April 10, 2023 and Annual Meeting of April 11, 2023, as amended. Motion**
131 **passed 5-0.**

132
133 **f. Discussion regarding the new City Manager 6-month Check-in**

134 This was discussed in Executive Session.

135
136 **7. CONSENT ITEMS**

137 **RAJ CHAWLA made a motion, seconded by DAN KERIN, to approve the Consent Agenda. Motion**
138 **passed 5-0.**

139 **a. Approve Check Warrants #17342 (022423)**

140 **b. Approve Minutes: February 22, 2023**

141 **c. Authorize Council President to sign Local Option Tax Bill S.60 Support Letter**

142 **d. Bid Award for School Street Sprinkler System**

143

144 **8. READING FILE**

145 **a. Council member comments:** Mr. Brown said the Annual Report would be dedicated to the former
146 Village of Essex Junction and requested additional dedication suggestions. He also said he would like the
147 Council to host more informal coffee chats to meet the community at public locations. Mr. Chawla asked
148 for a status update on Essex Rescue, noting that Essex Junction did not sign a letter with the other
149 communities, as noted in the Seven Days article. Ms. Mahoney said that municipal staff would be meeting
150 with Essex Rescue soon for an update.

151 **b. IT RFP update**

152 **c. Brownell Library January Report**

153 **d. Seven Days EMS Article**

154 **e. VLCT Municipal Assistance Program Update**

155 **f. Planning Commission Minutes: February 2, 2023**

156 **g. Development Review Board Minutes: February 16, 2023**

157 **h. Tree Advisory Committee Minutes: February 21, 2023**

158 **i. Joint Housing Commission Minutes: March 1, 2023**

159

160 **9. EXECUTIVE SESSION**

161 ~~a. An executive session may be needed to discuss the appointment of a public official~~

162 **b. An executive session was needed to discuss personnel matters**

163 **RAJ CHAWLA made a motion, seconded by GEORGE TYLER, that the City Council enter into**
164 **executive session to discuss a personnel evaluation, pursuant to 1 V.S.A. § 313(a)(3) to include the**
165 **City Council and City Manager. The motion passed 5-0.**

166

167 **DAN KERIN made a motion, seconded by RAJ CHAWLA, to exit Executive Session. Motion passed**
168 **5-0 at 8:20 PM.**

169

170 **10. ADJOURN**

171 **RAJ CHAWLA made a motion, seconded by GEORGE TYLER, to adjourn. Motion passed 5-0 at**
172 **8:21 p.m.**

173

174 Respectfully Submitted,

175 Darby Mayville

176 Recording Secretary

177

178

CITY OF ESSEX JUNCTION
CITY COUNCIL MEETING MINUTES
MONDAY, MARCH 13, 2023

COUNCILORS PRESENT: Raj Chawla, Vice-President; Dan Kerin; Amber Thibeault

ADMINISTRATION and STAFF: Regina Mahoney, City Manager

OTHERS PRESENT: Sean Folley, Essex ReTorter, RSM, Irene Wrenner

1. CALL TO ORDER

Mr. Chawla called the meeting of the City Council to order at 6:30 PM.

2. AGENDA ADDITIONS/ CHANGES

None.

3. APPROVE AGENDA

No changes, thus no approval required.

4. PUBLIC TO BE HEARD

None.

5. PUBLIC HEARING

a. Public Hearing on the Proposed Charter Changes

Mr. Chawla opened the Public Hearing.

Ms. Mahoney presented the proposed Charter changes.

These include the following: to allow a City Councilor to hold City employment under state statute, to allow former City Councilors to hold City employment immediately after leaving the City Council, to allow the City Council to appoint the Moderator and set the date of the City Informational Meeting.

Mr. Folley said he wanted to express that he is adamantly against all these changes. He feels that the community should select the date of their informational meeting and who their Moderator is. Anytime votes are being taken away from the residents is a step in the wrong direction. He said that the Council should protect the democratic nature of the process and look at it through this lens rather than the lens of efficiency. He said that he is also unsure why the conflict of interest prohibitions are being removed and said that it could cause Council members to make decisions that directly benefit themselves.

Mr. Chawla said that the Council has seen examples of when setting the meeting date a year in advance is not optimal for public engagement, noting efforts to pair municipal and school voting. He said that, with voting via Australian ballot, no budgetary changes could be made at the Annual Meeting. He also spoke of the changing role of the Moderator and an individual's potential reluctance to take on an undefined position. Mr. Folley suggested that the role be better defined to eliminate this problem. Mr. Chawla closed the public hearing.

6. BUSINESS ITEMS

None.

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7. CONSENT ITEMS

None.

8. READING FILE

None.

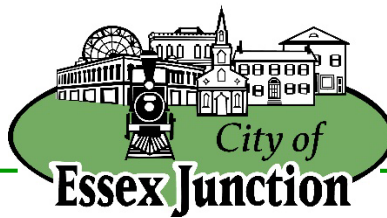
9. EXECUTIVE SESSION

None.

10. ADJOURN

DAN KERIN made a motion, seconded by AMBER THIBEAULT, to adjourn. Motion passed 3-0 at 6:50 p.m.

Respectfully Submitted,
Darby Mayville
Recording Secretary



MEMORANDUM

To: City Councilors
From: Christopher Yuen, Community Development Director
Meeting Date: 03/22/2023
Subject: Zoning Administrator Appointment

Issue:

With the hiring of a Community Development Director, the role of Zoning Administrator can now be returned to the Department of Community Development.

Discussion:

Since October 26, 2022, City Manager Regina Mahony has been serving as the City's Acting Zoning Administrator with the intention of temporarily filling that until a new Community Development Director is hired, and when the Assistant Zoning Administrator Terry Hass is on leave. This role can now be filled by Community Development Director Christopher Yuen, who started work at the City in February 2023.

Section 304 of the Land Development Code reads:

SECTION 304: COMMUNITY DEVELOPMENT DEPARTMENT A. Composition. There shall be a Community Development Department headed by a Community Development Director. The individual designated by the Village Manager to act as Administrative Officer shall be a member of the Community Development Department.

However, 24 V.S.A. § 4448(a) requires a nomination by the Planning Commission, and appointment by the Legislative Body for a term of three years, or when a vacancy exists.

Given that the Planning Commission has nominated Christopher Yuen as Zoning Administrator at its meeting on March 9th, 2023, the next step lies with the City Council.

There was a question at the Planning Commission meeting about whether Terry Hass would no longer be the Zoning Administrator. Terry Hass' position has always only issued a minor level of permits and the main Zoning Administrator function has been with the Community Development Director. There is no change proposed to the zoning administrator duties between the two positions at this time.

Recommendation:

It is recommended that the City Council appoint Community Development Director, Christopher Yuen as Zoning Administrator for a three-year term.

Recommended Motion:

I move that we appoint Community Development Director, Christopher Yuen as Zoning Administrator for a three-year term from March 23rd, 2023, to March 22nd, 2026.



MEMORANDUM

To: Regina Mahony, City Manager; City Council
From: Jess Morris, Finance Director
Date: March 22, 2023
Subject: February 2023 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 2/28/23 therefore the year to date actuals are for the period 7/1/22-2/28/23, and the month actuals are for the month of February.

With February behind us we are about 67% of the way through the fiscal year. The General Fund revenue is about 51% of budget and expenditures are about 62%. The revenue will increase significantly later this month after the final installment of property tax payments are received. There are also several expenditures that are either one-time or seasonal that will begin to taper off over the next several weeks. One-time expenditures that are accounted for in full are various insurance premiums and debt payments. The winter related expenditures like salt/sand will also taper off over the next several weeks.

The Water Fund revenue is about 92% of budget and expenditures are about 60%. The Wastewater Fund revenue is about 81% of budget and expenditures are about 63%. The Sanitation Fund revenue is about 89% of budget and expenditures are about 59%. Revenue is trending higher in all three funds due to the timing of billings which were calculated on March 8th.

The EJRP Program Fund revenue is about 59% of budget and expenditures are about 64%. Both revenue and expenditures will see a trend up through the rest of the fiscal year as spring/summer programming picks up.

GENERAL FUND

Account

Budget Actual % of Budget Pd to Date

210-4 Revenue

210-4-00 General Revenues

210-4-00-00-010.000 Property Taxes	3,890,397.00	1,954,823.50	50.25%	0.00
210-4-00-00-020.001 PILOT Tax Agreements	6,700.00	3,373.11	50.34%	0.00
210-4-00-00-020.022 Rents and Royalties	2,400.00	0.00	0.00%	0.00
210-4-00-00-020.054 Admin Fee - Water	125,960.00	62,980.00	50.00%	0.00
210-4-00-00-020.055 Admin Fee - WWTF	62,980.00	31,490.00	50.00%	0.00
210-4-00-00-020.056 Admin Fee - Sanitation	125,960.00	80,980.00	64.29%	0.00
210-4-00-00-042.001 PILOT Revenue	4,500.00	7,387.20	164.16%	0.00
210-4-00-00-060.000 Interest Income	3,000.00	0.22	0.01%	0.00
210-4-00-00-080.001 State District Court Fine	2,000.00	3,333.25	166.66%	473.50
210-4-00-00-091.832 ARPA Revenue	375,000.00	194,834.88	51.96%	0.00
210-4-00-00-098.000 Misc Revenue	2,000.00	9,333.25	466.66%	24.62
210-4-00-00-099.000 Use of Fund Balance/Reser	43,461.00	0.00	0.00%	0.00

Total General Revenues 4,644,358.00 2,348,535.41 50.57% 498.12

210-4-10 Admin Revenues

210-4-10-10-090.000 Transfer Town/Village	50,000.00	25,000.00	50.00%	0.00
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Total Admin Revenues 50,000.00 25,000.00 50.00% 0.00

210-4-12-10 Clerk Revenue

210-4-12-10-020.004 Recording Fees	0.00	37,899.00	100.00%	3,162.00
210-4-12-10-020.013 Sale of Certified Copy	0.00	10.00	100.00%	0.00
210-4-12-10-020.023 Records Preservation	0.00	14,120.00	100.00%	1,148.00
210-4-12-10-030.001 Liquor Licenses	0.00	695.00	100.00%	140.00
210-4-12-10-030.003 Marriage Licenses	0.00	10.00	100.00%	0.00
210-4-12-10-030.004 Animal Licenses	0.00	1,315.00	100.00%	278.00
210-4-12-10-030.005 Green Mountain Passport	0.00	10.00	100.00%	0.00

Total Clerk Revenue 0.00 54,059.00 100.00% 4,728.00

210-4-16 ComDev Revenues

210-4-16-10-030.008 License and Zoning Fees	39,000.00	23,455.11	60.14%	1,107.20
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Total ComDev Revenues 39,000.00 23,455.11 60.14% 1,107.20

210-4-17 EconDev Revenues

210-4-17-10-050.000 Event Donations	0.00	3,750.00	100.00%	0.00
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Total EconDev Revenues 0.00 3,750.00 100.00% 0.00

210-4-25 Fire Revenues

210-4-25-10-098.000 Misc Revenue	20.00	0.00	0.00%	0.00
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Total Fire Revenues 20.00 0.00 0.00% 0.00

210-4-30 EJPJ Revenues

210-4-30-10-020.000 Charges for Services	12,000.00	440.00	3.67%	0.00
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GENERAL FUND

Account	Budget	Actual	% of Budget	Pd to Date
Total EJPJ Revenues	12,000.00	440.00	3.67%	0.00
210-4-35 Library Revenues				
210-4-35-10-040.000 Federal Grant Revenue	0.00	571.35	100.00%	0.00
210-4-35-10-090.000 Transfer Town/Village	15,000.00	7,500.00	50.00%	0.00
210-4-35-10-098.000 Misc Revenue	500.00	231.50	46.30%	0.00
Total Library Revenues	15,500.00	8,302.85	53.57%	0.00
210-4-40 PW Revenues				
210-4-40-12-090.000 Transfer Town/Village	1,465,044.00	732,522.00	50.00%	0.00
210-4-40-12-098.000 Misc Revenue	4,000.00	1,419.60	35.49%	81.00
210-4-40-13-090.000 Transfer Town/Village	78,018.00	39,009.00	50.00%	0.00
Total PW Revenues	1,547,062.00	772,950.60	49.96%	81.00
210-4-41 Building Revenues				
210-4-41-20-090.000 Transfer Town/Village	2,075.00	1,317.12	63.48%	168.39
Total Building Revenues	2,075.00	1,317.12	63.48%	168.39
210-4-90-00 Other Sources and Uses				
210-4-90-00-050.000 Library Donation Revenue	0.00	12,000.00	100.00%	3,000.00
210-4-90-00-640.201 Adult Collection replacem	0.00	822.58	100.00%	0.00
210-4-90-00-640.202 Juvenile Collection repl	0.00	615.00	100.00%	18.00
Total Other Sources and Uses	0.00	13,437.58	100.00%	3,018.00
Total Revenue	6,310,015.00	3,251,247.67	51.53%	9,600.71
Total Revenues	6,310,015.00	3,251,247.67	51.53%	9,600.71
210-5-10-10 Administration				
210-5-10-10-110.000 Regular Salaries	388,554.00	219,183.23	56.41%	14,686.66
210-5-10-10-120.000 Part Time Salaries	0.00	1,302.29	100.00%	0.00
210-5-10-10-190.000 Board member Payments	25,000.00	3,925.00	15.70%	100.00
210-5-10-10-210.000 Group Insurance	112,564.00	32,365.65	28.75%	565.77
210-5-10-10-220.000 Social Security	30,211.00	21,067.93	69.74%	1,388.39
210-5-10-10-230.000 Retirement	35,060.00	18,578.78	52.99%	1,266.35
210-5-10-10-290.000 Other Employee Benefits	1,350.00	0.00	0.00%	0.00
210-5-10-10-320.000 Legal Services	40,000.00	13,707.50	34.27%	2,767.50
210-5-10-10-330.000 Professional Services	6,000.00	1,361.46	22.69%	30.00
210-5-10-10-340.000 Technical Services	4,100.00	4,208.96	102.66%	830.08
210-5-10-10-442.000 Rental Vehicles/Equip	4,250.00	2,203.84	51.86%	348.94
210-5-10-10-500.000 Training, Conf, Dues	1,750.00	4,273.22	244.18%	225.00
210-5-10-10-505.000 Tech. Subs, Licenses	9,520.00	3,128.15	32.86%	1,859.88
210-5-10-10-530.000 Communications	23,123.00	29,518.92	127.66%	243.87
210-5-10-10-540.000 Advertising	500.00	223.50	44.70%	0.00

GENERAL FUND

Account	Budget	Actual	% of Budget	Pd to Date
210-5-10-10-550.000 Printing and Binding	3,000.00	1,207.11	40.24%	128.96
210-5-10-10-560.000 Postage	1,200.00	1,626.48	135.54%	201.67
210-5-10-10-570.000 Other Purchased Services	7,500.00	0.00	0.00%	0.00
210-5-10-10-580.000 Travel	300.00	312.14	104.05%	0.00
210-5-10-10-610.000 General Supplies	5,000.00	4,470.24	89.40%	64.49
210-5-10-10-735.000 Tech: Equip/Hardware	0.00	1,984.09	100.00%	0.00
210-5-10-10-810.113 Trustee Expenditures	5,500.00	408.98	7.44%	0.00
210-5-10-10-820.000 Elections	15,020.00	-471.60	-3.14%	-3,329.80
210-5-10-10-845.000 Employee/Volunteer Recogn	2,600.00	324.08	12.46%	0.00
210-5-10-10-850.000 Community Events and Cele	0.00	7,334.88	100.00%	0.00
210-5-10-10-895.000 State and Other Grant Exp	0.00	2,863.23	100.00%	0.00
Total Administration	722,102.00	375,108.06	51.95%	21,377.76
210-5-12-10 Clerk				
Total Clerk	0.00	0.00	0.00%	0.00
210-5-13-10 Finance				
210-5-13-10-110.000 Regular Salaries	147,910.00	108,287.30	73.21%	8,212.56
210-5-13-10-130.000 Overtime	2,667.00	0.00	0.00%	0.00
210-5-13-10-210.000 Group Insurance	30,146.00	22,335.86	74.09%	2,438.89
210-5-13-10-220.000 Social Security	11,921.00	4,625.59	38.80%	513.99
210-5-13-10-230.000 Retirement	14,791.00	9,562.45	64.65%	720.04
210-5-13-10-250.000 Unemployment Insurance	3,300.00	707.74	21.45%	0.00
210-5-13-10-260.000 Workers Comp Insurance	18,500.00	6,641.78	35.90%	0.00
210-5-13-10-290.000 Other Employee Benefits	700.00	0.00	0.00%	0.00
210-5-13-10-330.000 Professional Services	5,000.00	29.00	0.58%	0.00
210-5-13-10-335.000 Audit	9,500.00	7,875.00	82.89%	0.00
210-5-13-10-500.000 Training, Conf, Dues	500.00	352.00	70.40%	20.00
210-5-13-10-505.000 Tech. Subs, Licenses	12,500.00	12,390.54	99.12%	83.99
210-5-13-10-520.000 Insurance	76,680.00	41,986.03	54.75%	0.00
210-5-13-10-570.000 Other Purchased Services	0.00	275.00	100.00%	0.00
210-5-13-10-580.000 Travel	100.00	29.13	29.13%	0.00
210-5-13-10-610.000 General Supplies	200.00	626.15	313.08%	190.00
Total Finance	334,415.00	215,723.57	64.51%	12,179.47
210-5-16-10 Community Development				
210-5-16-10-110.000 Regular Salaries	169,546.00	125,452.29	73.99%	4,994.31
210-5-16-10-130.000 Overtime	0.00	933.08	100.00%	0.00
210-5-16-10-190.000 Board member Payments	7,200.00	3,000.00	41.67%	0.00
210-5-16-10-210.000 Group Insurance	24,518.00	8,197.28	33.43%	243.02
210-5-16-10-220.000 Social Security	13,758.00	9,984.62	72.57%	391.12
210-5-16-10-230.000 Retirement	16,955.00	12,035.39	70.98%	255.20
210-5-16-10-290.000 Other Employee Benefits	700.00	0.00	0.00%	0.00
210-5-16-10-320.000 Legal Services	6,000.00	6,305.90	105.10%	4,400.90
210-5-16-10-330.000 Professional Services	7,000.00	9,794.75	139.93%	0.00
210-5-16-10-340.000 Technical Services	0.00	29.98	100.00%	0.00
210-5-16-10-500.000 Training, Conf, Dues	3,000.00	168.00	5.60%	0.00

GENERAL FUND

Account	Budget	Actual	% of Budget	Pd to Date
210-5-16-10-530.000 Communications	1,300.00	73.70	5.67%	0.00
210-5-16-10-540.000 Advertising	0.00	63.44	100.00%	0.00
210-5-16-10-550.000 Printing and Binding	3,000.00	82.16	2.74%	82.16
210-5-16-10-560.000 Postage	100.00	1.34	1.34%	1.34
210-5-16-10-580.000 Travel	3,900.00	936.38	24.01%	100.00
210-5-16-10-610.000 General Supplies	1,000.00	31.02	3.10%	31.02
210-5-16-10-810.111 BWAC	10,000.00	0.00	0.00%	0.00
Total Community Development	267,977.00	177,089.33	66.08%	10,499.07
210-5-17-10 Economic Development				
210-5-17-10-800.000 Appropriations to other a	9,250.00	1,410.00	15.24%	0.00
210-5-17-10-831.000 Special or New Programs	2,500.00	12,300.84	492.03%	0.00
210-5-17-10-850.000 Community Events and Cele	17,500.00	2,522.05	14.41%	4.99
210-5-17-10-899.000 Matching Grant Funds	20,000.00	0.00	0.00%	0.00
Total Economic Development	49,250.00	16,232.89	32.96%	4.99
210-5-25-10 Fire				
210-5-25-10-120.000 Part Time Salaries	212,256.00	120,196.97	56.63%	18,708.49
210-5-25-10-210.000 Group Insurance	3,600.00	3,103.00	86.19%	0.00
210-5-25-10-220.000 Social Security	17,768.00	9,279.13	52.22%	1,431.21
210-5-25-10-260.000 Workers Comp Insurance	20,000.00	8,242.75	41.21%	0.00
210-5-25-10-290.000 Other Employee Benefits	2,064.00	747.00	36.19%	0.00
210-5-25-10-330.000 Professional Services	7,000.00	2,632.00	37.60%	355.00
210-5-25-10-430.000 R&M Vehicles & Equipment	32,250.00	14,169.21	43.94%	20.49
210-5-25-10-431.000 R&M Buildings & Grounds	0.00	759.23	100.00%	0.00
210-5-25-10-500.000 Training, Conf, Dues	4,000.00	3,320.40	83.01%	50.00
210-5-25-10-505.000 Tech. Subs, Licenses	4,000.00	7,438.02	185.95%	40.00
210-5-25-10-530.000 Communications	2,600.00	4,280.64	164.64%	595.54
210-5-25-10-570.000 Other Purchased Services	11,000.00	3,454.36	31.40%	0.00
210-5-25-10-610.000 General Supplies	2,000.00	2,542.33	127.12%	342.99
210-5-25-10-611.000 Small Tools and Equipment	1,500.00	0.00	0.00%	0.00
210-5-25-10-612.000 Uniforms	27,000.00	4,165.43	15.43%	288.00
210-5-25-10-613.000 Program Supplies	4,500.00	9,933.56	220.75%	795.57
210-5-25-10-750.000 Machinery & Equipment	18,000.00	7,048.62	39.16%	1,549.82
210-5-25-10-920.000 Transfer btwn funds (capi	113,200.00	129,350.00	114.27%	0.00
Total Fire	482,738.00	330,662.65	68.50%	24,177.11
210-5-30-10 EJP Administration				
210-5-30-10-110.000 Regular Salaries	343,451.00	228,691.76	66.59%	14,267.30
210-5-30-10-120.000 Part Time Salaries	0.00	2,542.38	100.00%	36.36
210-5-30-10-130.000 Overtime	0.00	21.35	100.00%	0.00
210-5-30-10-210.000 Group Insurance	151,475.00	70,121.71	46.29%	968.35
210-5-30-10-220.000 Social Security	26,409.00	17,782.22	67.33%	1,084.83
210-5-30-10-230.000 Retirement	33,508.00	19,710.74	58.82%	1,481.71
210-5-30-10-290.000 Other Employee Benefits	1,750.00	0.00	0.00%	0.00
210-5-30-10-330.000 Professional Services	5,820.00	8,356.50	143.58%	838.50
210-5-30-10-500.000 Training, Conf, Dues	6,098.00	1,735.28	28.46%	0.00

GENERAL FUND

Account	Budget	Actual	% of Budget	Pd to Date
210-5-30-10-505.000 Tech. Subs, Licenses	4,440.00	8,246.01	185.72%	558.84
210-5-30-10-530.000 Communications	9,485.00	11,580.00	122.09%	165.00
210-5-30-10-540.000 Advertising	3,000.00	0.00	0.00%	0.00
210-5-30-10-550.000 Printing and Binding	0.00	6,281.30	100.00%	0.00
210-5-30-10-561.000 CC Processing Fees	0.00	24.97	100.00%	0.00
210-5-30-10-610.000 General Supplies	5,000.00	5,086.06	101.72%	457.37
210-5-30-10-735.000 Tech: Equip/Hardware	6,000.00	0.00	0.00%	0.00
210-5-30-10-832.000 Scholarships	4,000.00	0.00	0.00%	0.00
Total EJP Administration	600,436.00	380,180.28	63.32%	19,858.26
210-5-30-12 EJP Parks and Facilities				
210-5-30-12-110.000 Regular Salaries	116,177.00	77,345.22	66.58%	4,742.85
210-5-30-12-120.000 Part Time Salaries	25,240.00	25,359.33	100.47%	652.50
210-5-30-12-130.000 Overtime	0.00	1,814.70	100.00%	0.00
210-5-30-12-210.000 Group Insurance	36,266.00	14,727.77	40.61%	206.76
210-5-30-12-220.000 Social Security	10,871.00	8,251.14	75.90%	438.76
210-5-30-12-230.000 Retirement	11,618.00	7,311.44	62.93%	454.28
210-5-30-12-290.000 Other Employee Benefits	700.00	0.00	0.00%	0.00
210-5-30-12-330.000 Professional Services	6,000.00	10,091.45	168.19%	620.00
210-5-30-12-431.000 R&M Buildings & Grounds	12,559.00	11,856.74	94.41%	94.40
210-5-30-12-441.000 Rental Land/Buildings	500.00	500.00	100.00%	0.00
210-5-30-12-442.000 Rental Vehicles/Equip	2,178.00	372.50	17.10%	0.00
210-5-30-12-500.000 Training, Conf, Dues	4,098.00	2,193.71	53.53%	0.00
210-5-30-12-610.000 General Supplies	20,495.00	13,668.33	66.69%	1,199.03
Total EJP Parks and Facilities	246,702.00	173,492.33	70.32%	8,408.58
210-5-35-10 Brownell Library				
210-5-35-10-110.000 Regular Salaries	395,708.00	248,133.19	62.71%	15,460.60
210-5-35-10-120.000 Part Time Salaries	108,328.00	64,647.04	59.68%	3,981.43
210-5-35-10-210.000 Group Insurance	160,273.00	49,573.99	30.93%	629.18
210-5-35-10-220.000 Social Security	38,720.00	23,982.05	61.94%	1,481.47
210-5-35-10-230.000 Retirement	38,526.00	25,722.46	66.77%	1,617.57
210-5-35-10-250.000 Unemployment Insurance	0.00	440.71	100.00%	0.00
210-5-35-10-290.000 Other Employee Benefits	2,100.00	0.00	0.00%	0.00
210-5-35-10-340.000 Technical Services	4,000.00	2,550.00	63.75%	0.00
210-5-35-10-442.000 Rental Vehicles/Equip	2,500.00	1,708.74	68.35%	161.46
210-5-35-10-500.000 Training, Conf, Dues	4,000.00	2,092.07	52.30%	104.00
210-5-35-10-505.000 Tech. Subs, Licenses	10,500.00	5,712.44	54.40%	635.34
210-5-35-10-530.000 Communications	600.00	0.00	0.00%	0.00
210-5-35-10-540.000 Advertising	700.00	0.00	0.00%	0.00
210-5-35-10-560.000 Postage	3,000.00	908.90	30.30%	130.65
210-5-35-10-610.000 General Supplies	13,500.00	6,267.75	46.43%	604.47
210-5-35-10-640.201 Adult Collection	47,200.00	30,822.74	65.30%	1,188.02
210-5-35-10-640.202 Juvenile Collection	22,500.00	14,297.17	63.54%	1,540.24
210-5-35-10-735.000 Tech: Equip/Hardware	8,000.00	934.60	11.68%	0.00
210-5-35-10-750.000 Machinery & Equipment	5,000.00	2,451.01	49.02%	0.00
210-5-35-10-840.201 Adult Programs	1,000.00	340.13	34.01%	91.82
210-5-35-10-840.202 Childrens Programs	4,500.00	2,500.59	55.57%	164.03

GENERAL FUND

Account

	Budget	Actual	% of Budget	Pd to Date
210-5-35-10-845.000 Employee/Volunteer Recogn	800.00	181.61	22.70%	0.00
210-5-35-10-890.000 Federal Grant Expenditure	0.00	5,575.45	100.00%	66.88
Total Brownell Library	871,455.00	488,842.64	56.09%	27,857.16

210-5-40-12 Highways

210-5-40-12-110.000 Regular Salaries	218,436.00	136,219.82	62.36%	8,273.09
210-5-40-12-120.000 Part Time Salaries	14,363.00	11,377.43	79.21%	0.00
210-5-40-12-130.000 Overtime	18,198.00	6,852.19	37.65%	387.07
210-5-40-12-210.000 Group Insurance	96,660.00	34,706.78	35.91%	483.86
210-5-40-12-220.000 Social Security	19,293.00	11,849.34	61.42%	654.44
210-5-40-12-230.000 Retirement	21,604.00	13,785.77	63.81%	909.80
210-5-40-12-250.000 Unemployment Insurance	500.00	172.34	34.47%	0.00
210-5-40-12-260.000 Workers Comp Insurance	11,146.00	4,937.16	44.30%	0.00
210-5-40-12-290.000 Other Empoyee Benefits	1,190.00	0.00	0.00%	0.00
210-5-40-12-330.000 Professional Services	17,000.00	18,963.40	111.55%	1,460.00
210-5-40-12-410.000 Water and Sewer Charges	2,500.00	811.54	32.46%	0.00
210-5-40-12-422.000 Snow Removal	15,000.00	0.00	0.00%	0.00
210-5-40-12-425.000 Trash Removal	9,000.00	9,284.93	103.17%	731.91
210-5-40-12-430.000 R&M Vehicles & Equipment	36,000.00	73,832.12	205.09%	15,187.61
210-5-40-12-431.000 R&M Buildings & Grounds	10,000.00	966.12	9.66%	135.00
210-5-40-12-441.000 Rental Land/Buildings	13,000.00	7,649.60	58.84%	100.00
210-5-40-12-442.000 Rental Vehicles/Equip	3,000.00	2,215.58	73.85%	72.59
210-5-40-12-451.000 Summer Construction Servi	280,000.00	231,039.89	82.51%	583.45
210-5-40-12-500.000 Training, Conf, Dues	1,000.00	34.95	3.50%	0.00
210-5-40-12-520.000 Insurance	14,650.00	7,847.57	53.57%	0.00
210-5-40-12-521.000 Insurance Deductibles	1,000.00	1,000.00	100.00%	0.00
210-5-40-12-530.000 Communications	4,000.00	2,668.55	66.71%	192.61
210-5-40-12-540.000 Advertising	500.00	1,148.00	229.60%	0.00
210-5-40-12-571.000 Streetscape Maintenance	18,500.00	5,171.29	27.95%	0.00
210-5-40-12-572.000 Traffic Control	33,000.00	14,905.91	45.17%	462.00
210-5-40-12-573.000 Sidewalk and Curb Maint	6,000.00	0.00	0.00%	0.00
210-5-40-12-575.000 Storm Sewer Maintenance	25,000.00	11,878.05	47.51%	0.00
210-5-40-12-600.000 Salt, Sand and Gravel	135,000.00	109,602.07	81.19%	46,084.84
210-5-40-12-605.000 Summer Construction Suppl	45,000.00	40,974.54	91.05%	639.63
210-5-40-12-610.000 General Supplies	30,000.00	12,768.15	42.56%	2,307.38
210-5-40-12-610.200 Streetlight Supplies	15,000.00	7,038.01	46.92%	0.00
210-5-40-12-612.000 Uniforms	6,500.00	3,264.14	50.22%	0.00
210-5-40-12-621.000 Natural Gas/Heating	4,104.00	1,665.08	40.57%	662.18
210-5-40-12-622.000 Electricity	4,200.00	7,064.16	168.19%	251.07
210-5-40-12-622.200 Streetlight Electricity	134,000.00	67,390.77	50.29%	0.00
210-5-40-12-626.000 Gasoline	38,000.00	29,244.50	76.96%	7,681.45
210-5-40-12-750.000 Machinery & Equipment	7,000.00	0.00	0.00%	0.00
210-5-40-12-810.112 Tree Advisory Committee	10,000.00	1,200.00	12.00%	0.00
210-5-40-12-920.000 Transfer to Capital	145,700.00	0.00	0.00%	0.00
Total Highways	1,465,044.00	889,529.75	60.72%	87,259.98

210-5-40-13 Stormwater

210-5-40-13-110.000 Regular Salaries	51,159.00	10,658.60	20.83%	695.20
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GENERAL FUND

Account	Budget	Actual	% of Budget	Pd to Date
210-5-40-13-210.000 Group Insurance	15,319.00	1,722.03	11.24%	24.33
210-5-40-13-220.000 Social Security	3,929.00	810.67	20.63%	52.85
210-5-40-13-230.000 Retirement	5,116.00	965.38	18.87%	113.06
210-5-40-13-250.000 Unemployment Insurance	35.00	5.48	15.66%	0.00
210-5-40-13-260.000 Workers Comp Insurance	2,274.00	1,018.56	44.79%	0.00
210-5-40-13-290.000 Other Employee Benefits	186.00	0.00	0.00%	0.00
210-5-40-13-899.000 Matching Grant Funds	12,000.00	0.00	0.00%	0.00
Total Stormwater	90,018.00	15,180.72	16.86%	885.44
210-5-41 Buildings				
210-5-41-20 2 Lincoln Street				
210-5-41-20-400.000 Contracted Services	11,000.00	10,220.76	92.92%	1,470.54
210-5-41-20-410.000 Water and Sewer Charges	600.00	217.04	36.17%	0.00
210-5-41-20-431.000 R&M Buildings & Grounds	20,000.00	8,513.76	42.57%	54.98
210-5-41-20-530.000 Communications	5,000.00	5,244.63	104.89%	723.45
210-5-41-20-610.000 General Supplies	1,500.00	591.32	39.42%	178.98
210-5-41-20-621.000 Natrual Gas/Heating	5,000.00	2,582.74	51.65%	946.89
210-5-41-20-622.000 Electricity	11,000.00	3,452.61	31.39%	100.94
210-5-41-20-755.000 Furniture and Fixtures	2,000.00	0.00	0.00%	0.00
Total 2 Lincoln Street	56,100.00	30,822.86	54.94%	3,475.78
210-5-41-21 Brownell Library				
210-5-41-21-400.000 Contracted Services	30,000.00	19,540.24	65.13%	2,545.78
210-5-41-21-410.000 Water and Sewer Charges	600.00	154.93	25.82%	0.00
210-5-41-21-431.000 R&M Buildings & Grounds	20,000.00	13,475.81	67.38%	609.00
210-5-41-21-530.000 Communications	1,500.00	3,097.80	206.52%	388.58
210-5-41-21-621.000 Natrual Gas/Heating	6,000.00	3,558.63	59.31%	1,335.97
210-5-41-21-622.000 Electricity	13,700.00	7,376.62	53.84%	173.90
Total Brownell Library	71,800.00	47,204.03	65.74%	5,053.23
210-5-41-22 Village Fire Station				
210-5-41-22-400.000 Contracted Services	500.00	0.00	0.00%	0.00
210-5-41-22-410.000 Water and Sewer Charges	500.00	151.19	30.24%	0.00
210-5-41-22-431.000 R&M Buildings & Grounds	9,500.00	4,828.94	50.83%	1,985.25
210-5-41-22-530.000 Communications	2,200.00	517.78	23.54%	0.00
210-5-41-22-610.000 General Supplies	1,500.00	91.50	6.10%	0.00
210-5-41-22-621.000 Natrual Gas/Heating	3,500.00	2,065.66	59.02%	855.15
210-5-41-22-622.000 Electricity	4,000.00	3,452.60	86.32%	100.94
210-5-41-22-626.000 Gasoline	5,000.00	3,616.72	72.33%	327.28
Total Village Fire Station	26,700.00	14,724.39	55.15%	3,268.62
210-5-41-23 Park Street School				
210-5-41-23-400.000 Contracted Services	1,000.00	0.00	0.00%	0.00
210-5-41-23-410.000 Water and Sewer Charges	700.00	377.18	53.88%	0.00
210-5-41-23-431.000 R&M Buildings & Grounds	0.00	817.00	100.00%	-5,500.00
210-5-41-23-530.000 Communications	3,000.00	1,790.69	59.69%	0.00

GENERAL FUND

Account

	Budget	Actual	% of Budget	Pd to Date
210-5-41-23-621.000 Natrual Gas/Heating	3,000.00	2,151.04	71.70%	579.94
210-5-41-23-622.000 Electricity	4,400.00	3,396.60	77.20%	71.46
Total Park Street School	12,100.00	8,532.51	70.52%	-4,848.60
210-5-41-26 Maple St. Park and Pool				
210-5-41-26-400.000 Contracted Services	30,000.00	21,344.20	71.15%	2,980.13
210-5-41-26-410.000 Water and Sewer Charges	7,000.00	2,411.94	34.46%	0.00
210-5-41-26-431.000 R&M Buildings & Grounds	30,000.00	23,988.52	79.96%	0.00
210-5-41-26-530.000 Communications	6,500.00	5,823.06	89.59%	360.00
210-5-41-26-621.000 Natrual Gas/Heating	6,500.00	4,852.36	74.65%	943.00
210-5-41-26-622.000 Electricity	37,000.00	19,725.61	53.31%	731.20
210-5-41-26-626.000 Gasoline	1,500.00	1,673.35	111.56%	0.00
Total Maple St. Park and Pool	118,500.00	79,819.04	67.36%	5,014.33
Total Buildings	285,200.00	181,102.83	63.50%	11,963.36
210-5-90-00 Transfers and Misc.				
210-5-90-00-640.201 Adult Collection replacem	0.00	377.70	100.00%	33.44
210-5-90-00-640.202 Juvenile Collection repl	0.00	102.19	100.00%	0.00
210-5-90-00-890.000 Federal Grant Expenditure	0.00	476.24	100.00%	0.00
210-5-90-00-920.000 Transfer btwn funds (capi	694,128.00	347,064.00	50.00%	0.00
210-5-90-00-922.000 Contribution to FB/Reserv	5,000.00	2,500.00	50.00%	0.00
210-5-90-00-991.000 Library Donation Expense	0.00	7,837.84	100.00%	0.00
Total Transfers and Misc.	699,128.00	358,357.97	51.26%	33.44
210-5-95-00 Debt Service				
210-5-95-00-950.903 Capital Imp Principal	135,135.00	135,135.00	100.00%	0.00
210-5-95-00-955.903 Capital Imp Interest	60,415.00	31,233.28	51.70%	0.00
Total Debt Service	195,550.00	166,368.28	85.08%	0.00
Total Expenditures	6,310,015.00	3,767,871.30	59.71%	224,504.62
Total GENERAL FUND	0.00	-516,623.63	-100.00%	-214,903.91

Account	Budget	Actual	% of Budget	Pd to Date
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220-4-00-00-010.000 Property Taxes	0.00	56,147.35	100.00%	0.00
220-4-00-00-098.000 Misc Revenue	0.00	3,637.00	100.00%	0.00
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Total Revenues	0.00	59,784.35	100.00%	0.00
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220-5-00-00-720.002 1 Main; Road Res-Q	0.00	24,933.60	100.00%	495.00
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Total Expenditures	0.00	24,933.60	100.00%	495.00
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Total TRUSTEE CAP IMP PROJECTS	0.00	34,850.75	-100.00%	-495.00
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Account	Budget	Actual	% of Budget	Pd to Date
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Total Revenues	0.00	0.00	0.00%	0.00
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Total Expenditures	0.00	0.00	0.00%	0.00
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Total MEMORIAL PARK FUND	0.00	0.00	0.00%	0.00
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Town of Essex General Ledger
Current Yr Pd: 8 Year Budget Status Report
ARPA Funds

Account	Budget	Actual	% of Budget	Pd to Date
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223-4-90-00-040.000 Federal Grant: ARPA	375,000.00	13,577.38	3.62%	0.00
Total Revenues	375,000.00	13,577.38	3.62%	0.00
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223-5-23-10-910.000 Transfer btwn funds (non-	375,000.00	201,077.38	53.62%	0.00
Total Expenditures	375,000.00	201,077.38	53.62%	0.00
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Total ARPA Funds	0.00	-187,500.00	-100.00%	0.00
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Town of Essex General Ledger
Current Yr Pd: 8 Year Budget Status Report
Local Option Tax

Account	Budget	Actual	% of Budget	Pd to Date
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224-4-00-00-015.000 LOT Revenue	0.00	240,799.90	100.00%	239,621.26
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Total Revenues	0.00	240,799.90	100.00%	239,621.26
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Total Local Option Tax	0.00	240,799.90	-100.00%	239,621.26
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Account	Budget	Actual	% of Budget	Pd to Date
230-4-00-00 Revenue				
230-4-00-00-055.000 Contributions/Assessments	15,600.00	0.00	0.00%	0.00
230-4-00-00-092.000 Transfer to Capital	531,585.00	265,792.50	50.00%	0.00
Total Revenue	547,185.00	265,792.50	48.57%	0.00
230-4-16-10-040.824 Cres. Connector				
230-4-16-10-040.824 Cres. Connector	0.00	5,458.05	100.00%	2.00
230-4-40-13-040.801 02140-84474-020 FEMA Dens	0.00	396,063.88	100.00%	386,780.29
230-4-40-13-041.831 BR0865 Rosewood Lane	0.00	16,574.16	100.00%	0.00
Total Revenues	547,185.00	603,888.59	124.98%	386,782.29
230-5-16-10-890.824 Cres. Connector				
230-5-16-10-890.824 Cres. Connector	0.00	490,941.09	100.00%	9,827.08
230-5-40-13-722.801 Densmore Dr non-FEMA	0.00	631,229.15	100.00%	0.00
230-5-40-13-895.818 CCRPC UPWP Planning	0.00	997.94	100.00%	0.00
230-5-40-13-895.830 BC2058 Brickyard Culvert	580,000.00	34,659.94	5.98%	123.75
Total Expenditures	580,000.00	1,157,828.12	199.63%	9,950.83
Total GEN FUND CAP RESERVE	-32,815.00	-473,939.53	1,444.28%	376,831.46

Account	Budget	Actual	% of Budget	Pd to Date
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231-4-00-00-092.000 Transfer to Capital	258,900.00	129,350.00	49.96%	0.00
Total Revenues	258,900.00	129,350.00	49.96%	0.00
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Total Expenditures	0.00	0.00	0.00%	0.00
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Total ROLLING STOCK FUND	258,900.00	129,350.00	49.96%	0.00
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BUILDING MAINT FUND

Account

	Budget	Actual	% of Budget	Pd to Date
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232-4-00-00-091.832 Transfer btwn funds (non-	0.00	6,242.50	100.00%	0.00
232-4-00-00-092.000 Transfer to Capital	50,000.00	25,000.00	50.00%	0.00
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Total Revenues	50,000.00	31,242.50	62.49%	0.00
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232-5-41-20-890.832 2 Lincoln Street Renovati	0.00	6,242.50	100.00%	0.00
232-5-41-21-730.001 Roof	0.00	11,399.50	100.00%	0.00
232-5-41-23-730.002 HVAC	0.00	5,500.00	100.00%	5,500.00
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Total Expenditures	0.00	23,142.00	100.00%	5,500.00
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Total BUILDING MAINT FUND	50,000.00	8,100.50	16.20%	-5,500.00
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EJRP CAP RESERVE

Account

	Budget	Actual	% of Budget	Pd to Date
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233-4-00-00-092.000 Transfer to Capital	112,543.00	56,271.50	50.00%	0.00
Total Revenues	112,543.00	56,271.50	50.00%	0.00
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233-5-00-00-721.001 Pedestrian Paths	9,723.00	40,975.00	421.42%	0.00
233-5-00-00-730.002 Buildings & Facilities	5,320.00	0.00	0.00%	0.00
233-5-00-00-740.001 Landscaping	12,000.00	7,000.00	58.33%	0.00
233-5-00-00-740.002 Resurfacing	0.00	1,559.00	100.00%	0.00
233-5-00-00-740.005 Park Amenities	55,000.00	12,599.20	22.91%	0.00
233-5-00-00-740.006 Pool Improvements	5,000.00	0.00	0.00%	0.00
233-5-00-00-750.001 Maintenance Equipment	25,500.00	0.00	0.00%	0.00
Total Expenditures	112,543.00	62,133.20	55.21%	0.00
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Total EJRP CAP RESERVE	0.00	-5,861.70	-100.00%	0.00
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Town of Essex General Ledger
Current Yr Pd: 8 Year Budget Status Report
LAND ACQUISITION FUND

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

Account

	Budget	Actual	% of Budget	Pd to Date
254-4-54-20 Water Revenues				
254-4-54-20-021.000 Water User Fees	1,320,757.00	842,932.48	63.82%	0.00
254-4-54-20-021.001 Water Large User Fees	110,000.00	76,975.36	69.98%	8,813.20
254-4-54-20-024.000 Utility Connection Fees	7,000.00	300.00	4.29%	0.00
254-4-54-20-060.000 Interest Income	800.00	0.00	0.00%	0.00
254-4-54-20-085.000 Penalties	5,000.00	4,129.19	82.58%	0.00
254-4-54-20-098.000 Misc Revenue	150.00	3,510.89	2,340.59%	350.00
Total Water Revenues	1,443,707.00	927,847.92	64.27%	9,163.20
254-4-54-70 Nonoperating Revenues				
254-4-54-70-021.400 Water Passthrough - Globa	0.00	1,803,446.14	100.00%	203,825.28
254-4-54-70-092.000 Transfer to Capital	410,000.00	205,000.00	50.00%	0.00
Total Nonoperating Revenues	410,000.00	2,008,446.14	489.86%	203,825.28
Total Revenues	1,853,707.00	2,936,294.06	158.40%	212,988.48

254-5-54-20 Operating Expenses

254-5-54-20-110.000 Regular Salaries	140,268.00	87,634.60	62.48%	6,207.29
254-5-54-20-120.000 Part Time Salaries	1,382.00	104.26	7.54%	0.00
254-5-54-20-130.000 Overtime	15,082.00	5,784.43	38.35%	543.57
254-5-54-20-210.000 Group Insurance	82,964.00	30,190.99	36.39%	345.32
254-5-54-20-220.000 Social Security	12,056.00	7,110.90	58.98%	511.92
254-5-54-20-230.000 Retirement	13,902.00	7,166.13	51.55%	518.51
254-5-54-20-250.000 Unemployment Insurance	190.00	110.34	58.07%	0.00
254-5-54-20-260.000 Workers Comp Insurance	7,101.00	2,957.29	41.65%	0.00
254-5-54-20-290.000 Other Employee Benefits	875.00	0.00	0.00%	0.00
254-5-54-20-330.000 Professional Services	1,000.00	1,020.00	102.00%	0.00
254-5-54-20-335.000 Audit	4,750.00	3,850.00	81.05%	0.00
254-5-54-20-410.000 Water and Sewer Charges	200.00	40.74	20.37%	0.00
254-5-54-20-411.000 CWD Water Purchase	559,534.00	391,014.13	69.88%	0.00
254-5-54-20-430.000 R&M Vehicles & Equipment	4,000.00	11,144.10	278.60%	0.00
254-5-54-20-433.000 R&M Infrastructure	16,000.00	23,832.50	148.95%	0.00
254-5-54-20-441.000 Rental Land/Buildings	150.00	0.00	0.00%	0.00
254-5-54-20-491.000 Administrative Fees	125,960.00	62,980.00	50.00%	0.00
254-5-54-20-500.000 Training, Conf, Dues	3,000.00	573.00	19.10%	14.00
254-5-54-20-505.000 Tech. Subs, Licenses	1,000.00	2,950.82	295.08%	0.00
254-5-54-20-520.000 Insurance	5,765.00	1,139.54	19.77%	0.00
254-5-54-20-530.000 Communications	2,500.00	1,156.59	46.26%	176.86
254-5-54-20-550.000 Printing and Binding	2,000.00	0.00	0.00%	0.00
254-5-54-20-560.000 Postage	3,500.00	1,028.09	29.37%	0.00
254-5-54-20-610.000 General Supplies	7,000.00	10,360.49	148.01%	560.61
254-5-54-20-612.000 Uniforms	1,350.00	617.97	45.78%	0.00
254-5-54-20-614.000 Meters and Parts	6,000.00	592.18	9.87%	0.00
254-5-54-20-621.000 Natural Gas/Heating	3,078.00	1,504.13	48.87%	352.88
254-5-54-20-622.000 Electricity	1,400.00	430.98	30.78%	0.00
254-5-54-20-626.000 Gasoline	3,000.00	1,520.35	50.68%	179.24
254-5-54-20-735.000 Tech: Equip/Hardware	2,700.00	459.52	17.02%	0.00

WATER FUND

Account

	Budget	Actual	% of Budget	Pd to Date
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254-5-54-20-750.000 Machinery & Equipment	6,000.00	0.00	0.00%	0.00
254-5-54-20-920.000 Transfer btwn funds (capi	410,000.00	205,000.00	50.00%	0.00
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Total Operating Expenses	1,443,707.00	862,274.07	59.73%	9,410.20
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254-5-54-70 NonOperating Expenses				
254-5-54-70-411.400 CWD Water Purchase - Glob	0.00	1,780,230.14	100.00%	0.00
254-5-54-70-723.003 Fairview Drive PRV	200,000.00	0.00	0.00%	0.00
254-5-54-70-723.004 Main St Water Line	0.00	33,680.37	100.00%	5,786.67
254-5-54-70-723.005 Iriquois Ave Water Line	32,430.00	0.00	0.00%	0.00
254-5-54-70-750.001 Meter Replacement Program	0.00	5,790.41	100.00%	380.39
254-5-54-70-750.005 Backhoe	114,333.00	0.00	0.00%	0.00
254-5-54-70-751.001 Pickup Truck	41,527.00	0.00	0.00%	0.00
254-5-54-70-955.000 Bond Interest Expense	0.00	43,430.87	100.00%	0.00
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Total NonOperating Expenses	388,290.00	1,863,131.79	479.83%	6,167.06
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Total Expenditures	1,831,997.00	2,725,405.86	148.77%	15,577.26
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Total WATER FUND	21,710.00	210,888.20	971.39%	197,411.22
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WASTEWATER FUND

Account

	Budget	Actual	% of Budget	Pd to Date
255-4-55-30 Operating Revenue				
255-4-55-30-022.000 Sewer User Fees	921,161.00	582,681.90	63.26%	0.00
255-4-55-30-022.001 Village: Septage Discharg	20,000.00	41,884.15	209.42%	3,625.50
255-4-55-30-022.002 Village: Leachate Revenue	500.00	1,541.47	308.29%	143.33
255-4-55-30-025.001 Tri-Town: WWTF Charge - E	649,661.00	433,107.35	66.67%	54,138.42
255-4-55-30-025.002 Tri-Town: WWTF Charge - W	853,286.00	640,079.94	75.01%	426,643.00
255-4-55-30-025.003 Tri-Town: Septage	10,000.00	0.00	0.00%	0.00
255-4-55-30-025.004 Tri-Town: Leachate	100.00	0.00	0.00%	0.00
255-4-55-30-025.005 Tri-Town: Pump Station In	36,000.00	18,000.00	50.00%	0.00
255-4-55-30-085.000 Penalties	3,500.00	2,888.77	82.54%	0.00
Total Operating Revenue	2,494,208.00	1,720,183.58	68.97%	484,550.25
255-4-55-70 Nonoperating Revenues				
255-4-55-70-042.008 Essex Debt Payment	0.00	288,199.45	100.00%	0.00
255-4-55-70-042.009 Williston Debt Payment	0.00	6,267.05	100.00%	0.00
255-4-55-70-042.010 Essex Jct. Debt Payment	0.00	290,819.44	100.00%	0.00
255-4-55-70-092.000 Transfer to Capital	420,000.00	210,000.00	50.00%	0.00
Total Nonoperating Revenues	420,000.00	795,285.94	189.35%	0.00
Total Revenues	2,914,208.00	2,515,469.52	86.32%	484,550.25
255-5-55-30 Operating Expenses				
255-5-55-30-110.000 Regular Salaries	445,885.00	286,528.06	64.26%	15,077.44
255-5-55-30-120.000 Part Time Salaries	0.00	-150.41	100.00%	0.00
255-5-55-30-130.000 Overtime	50,000.00	26,954.69	53.91%	2,036.46
255-5-55-30-210.000 Group Insurance	178,057.00	53,798.97	30.21%	967.92
255-5-55-30-220.000 Social Security	38,102.00	24,126.89	63.32%	1,304.53
255-5-55-30-230.000 Retirement	44,364.00	26,692.19	60.17%	1,331.48
255-5-55-30-250.000 Unemployment Insurance	720.00	428.09	59.46%	0.00
255-5-55-30-260.000 Workers Comp Insurance	22,462.00	8,511.15	37.89%	0.00
255-5-55-30-290.000 Other Employee Benefits	2,159.00	0.00	0.00%	0.00
255-5-55-30-320.000 Legal Services	3,000.00	1,655.00	55.17%	607.50
255-5-55-30-330.000 Professional Services	5,500.00	12,716.37	231.21%	79.92
255-5-55-30-335.000 Audit	4,500.00	3,675.00	81.67%	0.00
255-5-55-30-340.000 Technical Services	40,000.00	38,723.64	96.81%	740.00
255-5-55-30-410.000 Water and Sewer Charges	4,000.00	1,018.62	25.47%	0.00
255-5-55-30-421.000 Grit Disposal	16,000.00	7,867.10	49.17%	1,189.45
255-5-55-30-430.000 R&M Vehicles & Equipment	4,000.00	2,319.57	57.99%	0.00
255-5-55-30-442.000 Rental Vehicles/Equip	0.00	901.16	100.00%	80.74
255-5-55-30-491.000 Administrative Fees	62,980.00	31,490.00	50.00%	0.00
255-5-55-30-500.000 Training, Conf, Dues	7,500.00	4,141.80	55.22%	100.00
255-5-55-30-505.000 Tech. Subs, Licenses	1,925.00	13,410.91	696.67%	1,662.40
255-5-55-30-510.000 Permits, Licenses, Reg	9,900.00	2,875.00	29.04%	1,275.00
255-5-55-30-520.000 Insurance	38,605.00	20,864.71	54.05%	0.00
255-5-55-30-530.000 Communications	6,400.00	5,703.14	89.11%	824.18
255-5-55-30-567.000 Biosolids Land Applicatio	190,000.00	83,735.00	44.07%	0.00

WASTEWATER FUND

Account

	Budget	Actual	% of Budget	Pd to Date
255-5-55-30-568.000 Biosolids Subcontractor	150,000.00	82,393.98	54.93%	8,762.81
255-5-55-30-570.000 Other Purchased Services	130,000.00	84,862.32	65.28%	12,118.25
255-5-55-30-610.000 General Supplies	10,000.00	5,943.21	59.43%	224.66
255-5-55-30-612.000 Uniforms	5,000.00	3,167.27	63.35%	760.02
255-5-55-30-618.000 Laboratory Supplies	20,000.00	10,641.18	53.21%	0.00
255-5-55-30-619.000 Chemicals	355,000.00	315,918.39	88.99%	42,471.62
255-5-55-30-621.000 Natural Gas/Heating	25,650.00	12,000.31	46.78%	4,309.72
255-5-55-30-622.000 Electricity	175,000.00	124,706.38	71.26%	5,938.22
255-5-55-30-626.000 Gasoline	3,500.00	2,759.67	78.85%	207.49
255-5-55-30-920.000 Transfer btwn funds (capi	420,000.00	210,000.00	50.00%	0.00
Total Operating Expenses	2,470,209.00	1,510,379.36	61.14%	102,069.81
255-5-55-70 Nonoperating Expenses				
255-5-55-70-722.012 Phlo Final Phase	0.00	25,096.39	100.00%	0.00
255-5-55-70-722.013 Cogen	0.00	52,714.37	100.00%	0.00
255-5-55-70-730.001 Energy Conservation	0.00	153,092.78	100.00%	0.00
255-5-55-70-955.001 ARRA Loan-AR1-004 Admin	0.00	396.20	100.00%	0.00
255-5-55-70-955.002 RZEDB Interest	0.00	19,147.75	100.00%	0.00
255-5-55-70-955.003 CWSRF RF1-148 Admin Fee	0.00	191,387.83	100.00%	0.00
Total Nonoperating Expenses	0.00	441,835.32	100.00%	0.00
Total Expenditures	2,470,209.00	1,952,214.68	79.03%	102,069.81
Total WASTEWATER FUND	443,999.00	563,254.84	126.86%	382,480.44

SANITATION FUND

Account	Budget	Actual	% of Budget	Pd to Date
256-4-56-40 Operating Revenues				
256-4-56-40-023.000 Sanitation User Fees	700,325.00	462,599.17	66.05%	0.00
256-4-56-40-023.001 Essex Pump Station Fees	35,625.00	11,453.30	32.15%	0.00
256-4-56-40-023.002 Two party agreement	15,000.00	0.00	0.00%	0.00
256-4-56-40-024.000 Utility Connection Fees	30,000.00	3,000.00	10.00%	0.00
256-4-56-40-060.000 Interest Income	5,000.00	0.00	0.00%	0.00
256-4-56-40-085.000 Penalties	2,500.00	2,302.43	92.10%	0.00
256-4-56-40-098.000 Misc Revenue	3,000.00	1,952.71	65.09%	1,952.71
Total Operating Revenues	791,450.00	481,307.61	60.81%	1,952.71
256-4-56-70 Nonoperating Revenues				
256-4-56-70-092.000 Transfer to Capital	95,000.00	47,500.00	50.00%	0.00
Total Nonoperating Revenues	95,000.00	47,500.00	50.00%	0.00
Total Revenues	886,450.00	528,807.61	59.65%	1,952.71
256-5-56-40 Operating Expenses				
256-5-56-40-110.000 Regular Salaries	124,788.00	84,166.71	67.45%	5,563.76
256-5-56-40-120.000 Part Time Salaries	1,382.00	104.26	7.54%	0.00
256-5-56-40-130.000 Overtime	13,574.00	8,133.66	59.92%	706.67
256-5-56-40-210.000 Group Insurance	63,266.00	36,531.58	57.74%	508.67
256-5-56-40-220.000 Social Security	10,755.00	7,073.42	65.77%	478.93
256-5-56-40-230.000 Retirement	12,356.00	7,220.90	58.44%	464.85
256-5-56-40-250.000 Unemployment Insurance	190.00	111.42	58.64%	0.00
256-5-56-40-260.000 Workers Comp Insurance	6,330.00	2,706.16	42.75%	0.00
256-5-56-40-290.000 Other Employee Benefits	840.00	0.00	0.00%	0.00
256-5-56-40-330.000 Professional Services	1,000.00	1,049.66	104.97%	0.00
256-5-56-40-335.000 Audit	2,500.00	2,100.00	84.00%	0.00
256-5-56-40-410.000 Water and Sewer Charges	500.00	113.79	22.76%	0.00
256-5-56-40-430.000 R&M Vehicles & Equipment	2,000.00	405.78	20.29%	0.00
256-5-56-40-431.000 R&M Buildings & Grounds	14,000.00	5,864.77	41.89%	1,096.13
256-5-56-40-433.000 R&M Infrastructure	6,000.00	3,993.96	66.57%	0.00
256-5-56-40-434.001 Susie Wilson PS Costs	15,000.00	5,002.64	33.35%	1,040.83
256-5-56-40-434.002 West Street PS Costs	17,000.00	4,244.50	24.97%	187.77
256-5-56-40-441.000 Rental Land/Buildings	1,700.00	4,707.87	276.93%	2,130.00
256-5-56-40-491.000 Administrative Fees	161,960.00	98,980.00	61.11%	0.00
256-5-56-40-500.000 Training, Conf, Dues	200.00	92.00	46.00%	0.00
256-5-56-40-505.000 Tech. Subs, Licenses	750.00	1,756.93	234.26%	0.00
256-5-56-40-520.000 Insurance	3,457.00	887.65	25.68%	0.00
256-5-56-40-521.000 Insurance Deductibles	1,000.00	0.00	0.00%	0.00
256-5-56-40-560.000 Postage	5,750.00	2,056.18	35.76%	0.00
256-5-56-40-610.000 General Supplies	1,000.00	2,224.91	222.49%	156.94
256-5-56-40-612.000 Uniforms	1,350.00	1,513.54	112.11%	383.10
256-5-56-40-621.000 Natural Gas/Heating	2,052.00	626.42	30.53%	210.83
256-5-56-40-622.000 Electricity	14,000.00	4,352.25	31.09%	35.23
256-5-56-40-626.000 Gasoline	4,000.00	3,477.52	86.94%	304.44

SANITATION FUND

Account

	Budget	Actual	% of Budget	Pd to Date
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256-5-56-40-735.000 Tech: Equip/Hardware	3,000.00	0.00	0.00%	0.00
256-5-56-40-750.000 Machinery & Equipment	5,000.00	0.00	0.00%	0.00
256-5-56-40-920.000 Transfer btwn funds (capi	95,000.00	47,500.00	50.00%	0.00
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Total Operating Expenses	591,700.00	336,998.48	56.95%	13,268.15
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256-5-56-70 Nonoperating Expenses				
256-5-56-70-722.001 Manhole Rehab	40,000.00	0.00	0.00%	0.00
256-5-56-70-722.004 South St PS Pump	40,000.00	13,635.80	34.09%	0.00
256-5-56-70-722.005 Maple/River/West St PS	0.00	10,812.00	100.00%	0.00
256-5-56-70-750.001 Meter Replacement Program	0.00	11,580.34	100.00%	760.78
256-5-56-70-910.000 Transfer to WWTF	0.00	290,819.44	100.00%	0.00
256-5-56-70-955.001 ARRA Loan-AR1-004 Admin	0.00	2,433.82	100.00%	0.00
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Total Nonoperating Expenses	80,000.00	329,281.40	411.60%	760.78
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Total Expenditures	671,700.00	666,279.88	99.19%	14,028.93
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Total SANITATION FUND	214,750.00	-137,472.27	-64.02%	-12,076.22
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SENIOR CENTER FUND

Account

	Budget	Actual	% of Budget	Pd to Date
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258-4-33-13-020.310 Senior Center Payments	5,900.00	4,998.66	84.72%	910.75
258-4-33-13-050.000 Donation Revenue	2,000.00	5,050.00	252.50%	0.00
258-4-33-13-050.002 Fund Raising Revenue	3,000.00	236.00	7.87%	0.00
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Total Revenues	10,900.00	10,284.66	94.35%	910.75
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258-5-33-13-330.000 Professional Services	3,600.00	1,937.27	53.81%	274.46
258-5-33-13-431.000 R&M Buildings & Grounds	1,000.00	0.00	0.00%	0.00
258-5-33-13-442.000 Rental Vehicles/Equip	1,230.00	1,472.31	119.70%	94.15
258-5-33-13-610.000 General Supplies	1,000.00	607.22	60.72%	130.95
258-5-33-13-830.000 Regular Programs	4,000.00	3,658.03	91.45%	298.34
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Total Expenditures	10,830.00	7,674.83	70.87%	797.90
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Total SENIOR CENTER FUND	70.00	2,609.83	3,728.33%	112.85
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EJRP PPROGRAMS FUND

Account	Budget	Actual	% of Budget	Pd to Date
259-4-30-10-040.000 Federal Grant Revenue	0.00	21,750.00	100.00%	0.00
259-4-30-10-040.832 Federal Grant Rev - ARPA	0.00	229,710.00	100.00%	44,877.50
259-4-30-11-020.304 Pool Day Admissions	72,444.00	63,952.85	88.28%	0.00
259-4-30-11-020.305 Pool Memberships	43,296.00	7,456.50	17.22%	0.00
259-4-30-11-020.306 Swim Lessons	51,924.00	675.50	1.30%	98.00
259-4-30-12-020.308 Facility & Field Rental	12,549.00	11,943.50	95.17%	0.00
259-4-30-12-050.000 Donations	0.00	960.00	100.00%	0.00
259-4-30-14-020.311 Youth Programs	203,155.00	154,706.31	76.15%	3,735.00
259-4-30-14-020.312 Adult Programs	129,663.00	74,956.00	57.81%	0.00
259-4-30-14-050.000 Donation Revenue	26,550.00	1,350.00	5.08%	350.00
259-4-30-15-020.313 Childcare - AS	1,247,624.00	796,240.31	63.82%	18,150.40
259-4-30-15-020.315 Shared Staffing Contract	138,924.00	0.00	0.00%	0.00
259-4-30-16-020.313 Childcare - PS	397,508.00	239,597.40	60.27%	4,533.04
259-4-30-17-020.313 Childcare - DC	538,825.00	84,963.85	15.77%	3,252.00
Total Revenues	2,862,462.00	1,688,262.22	58.98%	74,995.94
259-5-30-10 Administration				
259-5-30-10-110.000 Regular Salaries	51,064.00	31,620.40	61.92%	1,964.00
259-5-30-10-120.000 Part Time Salaries	0.00	448.41	100.00%	0.00
259-5-30-10-210.000 Group Insurance	24,865.00	0.00	0.00%	0.00
259-5-30-10-220.000 Social Security	3,906.00	2,632.52	67.40%	181.57
259-5-30-10-230.000 Retirement	4,085.00	2,608.68	63.86%	162.03
259-5-30-10-250.000 Unemployment	0.00	3,297.78	100.00%	0.00
259-5-30-10-260.000 Workers Comp Insurance	40,552.00	21,912.06	54.03%	0.00
259-5-30-10-330.000 Professional Services	6,000.00	2,480.00	41.33%	0.00
259-5-30-10-442.000 Rental Vehicles/Equip	2,135.00	4,770.49	223.44%	355.79
259-5-30-10-500.000 Training, Conf, Dues	15,549.00	14,347.68	92.27%	0.00
259-5-30-10-550.000 Printing and Binding	22,220.00	6,169.00	27.76%	0.00
259-5-30-10-560.000 Postage	6,953.00	3,715.44	53.44%	0.00
259-5-30-10-561.000 CC Processing Fees	0.00	30,425.28	100.00%	0.00
Total Administration	177,329.00	124,427.74	70.17%	2,663.39
259-5-30-11 Pool				
259-5-30-11-120.000 Part Time Salaries	108,694.00	65,510.23	60.27%	0.00
259-5-30-11-130.000 Overtime	0.00	6,061.72	100.00%	0.00
259-5-30-11-220.000 Social Security	8,316.00	5,475.25	65.84%	0.00
259-5-30-11-330.000 Professional Services	6,580.00	1,109.00	16.85%	0.00
259-5-30-11-410.000 Water and Sewer Charges	2,701.00	1,876.77	69.48%	0.00
259-5-30-11-431.000 R&M Buildings & Grounds	25,887.00	20,504.94	79.21%	0.00
259-5-30-11-610.000 General Supplies	5,640.00	891.24	15.80%	0.00
Total Pool	157,818.00	101,429.15	64.27%	0.00
259-5-30-12 Parks and Facilities				
259-5-30-12-120.000 Part Time Salaries	7,922.00	4,015.74	50.69%	0.00
259-5-30-12-220.000 Social Security	606.00	307.21	50.69%	0.00
259-5-30-12-330.000 Professional Services	13,110.00	6,858.01	52.31%	0.00

EJRP PPROGRAMS FUND

Account	Budget	Actual	% of Budget	Pd to Date
259-5-30-12-442.000 Rental Vehicles/Equip	7,200.00	6,368.36	88.45%	0.00
259-5-30-12-500.000 Training, Conf, Dues	4,000.00	4,944.02	123.60%	0.00
259-5-30-12-530.000 Communications	1,320.00	880.00	66.67%	110.00
259-5-30-12-610.000 General Supplies	0.00	137.76	100.00%	0.00
259-5-30-12-830.000 Regular Programs	0.00	621.00	100.00%	0.00
Total Parks and Facilities	34,158.00	24,132.10	70.65%	110.00
259-5-30-14 Recreation Programs				
259-5-30-14-110.000 Regular Salaries	0.00	4,626.37	100.00%	0.00
259-5-30-14-120.000 Part Time Salaries	14,400.00	9,011.88	62.58%	342.79
259-5-30-14-220.000 Social Security	1,102.00	1,039.48	94.33%	26.22
259-5-30-14-330.000 Professional Services	241,880.00	174,296.44	72.06%	355.00
259-5-30-14-410.000 Water and Sewer Charges	800.00	648.52	81.07%	0.00
259-5-30-14-431.000 R&M Buildings & Grounds	800.00	0.00	0.00%	0.00
259-5-30-14-441.000 Rental Land/Buildings	600.00	0.00	0.00%	0.00
259-5-30-14-442.000 Rental Vehicles/Equip	900.00	2,817.69	313.08%	0.00
259-5-30-14-500.000 Training, Conf, Dues	750.00	0.00	0.00%	0.00
259-5-30-14-540.000 Advertising	200.00	0.00	0.00%	0.00
259-5-30-14-610.000 General Supplies	30,610.00	23,512.17	76.81%	247.66
259-5-30-14-831.000 Special or New Programs	2,912.00	0.00	0.00%	0.00
259-5-30-14-850.150 Memorial Day Parade	0.00	206.95	100.00%	206.95
Total Recreation Programs	294,954.00	216,159.50	73.29%	1,178.62
259-5-30-15 After School Care				
259-5-30-15-110.000 Regular Salaries	483,791.00	276,394.77	57.13%	18,692.30
259-5-30-15-120.000 Part Time Salaries	390,955.00	195,380.80	49.98%	17,068.52
259-5-30-15-130.000 Overtime	0.00	5,604.22	100.00%	588.93
259-5-30-15-210.000 Group Insurance	95,989.00	53,305.00	55.53%	1,329.94
259-5-30-15-220.000 Social Security	64,612.00	36,343.68	56.25%	2,762.48
259-5-30-15-230.000 Retirement	44,165.00	29,044.75	65.76%	1,822.41
259-5-30-15-290.000 Other Employee Benefits	4,200.00	0.00	0.00%	0.00
259-5-30-15-330.000 Professional Services	31,480.00	18,713.32	59.45%	2,483.25
259-5-30-15-500.000 Training, Conf, Dues	36,940.00	10,268.90	27.80%	6,170.56
259-5-30-15-530.000 Communications	5,700.00	8,521.66	149.50%	1,018.93
259-5-30-15-580.000 Travel	54,380.00	11,787.22	21.68%	2,551.66
259-5-30-15-610.000 General Supplies	53,286.00	46,548.59	87.36%	5,882.19
259-5-30-15-626.000 Gasoline	2,650.00	1,025.38	38.69%	104.83
259-5-30-15-975.000 Interest Expense - Leases	17,306.00	0.00	0.00%	0.00
Total After School Care	1,285,454.00	692,938.29	53.91%	60,476.00
259-5-30-16 Preschool				
259-5-30-16-110.000 Regular Salaries	203,065.00	133,156.63	65.57%	9,429.24
259-5-30-16-120.000 Part Time Salaries	37,480.00	19,974.52	53.29%	186.48
259-5-30-16-130.000 Overtime	0.00	126.54	100.00%	0.00
259-5-30-16-210.000 Group Insurance	112,206.00	40,441.62	36.04%	603.92
259-5-30-16-220.000 Social Security	18,509.00	11,597.45	62.66%	710.13
259-5-30-16-230.000 Retirement	20,307.00	9,886.01	48.68%	359.76

EJRP PPROGRAMS FUND

Account

	Budget	Actual	% of Budget	Pd to Date
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259-5-30-16-290.000 Other Employee Benefits	1,400.00	0.00	0.00%	0.00
259-5-30-16-330.000 Professional Services	3,114.00	6,365.92	204.43%	0.00
259-5-30-16-500.000 Training, Conf, Dues	5,100.00	5,057.71	99.17%	0.00
259-5-30-16-580.000 Travel	1,728.00	0.00	0.00%	0.00
259-5-30-16-610.000 General Supplies	4,500.00	5,066.77	112.59%	268.41
Total Preschool	407,409.00	231,673.17	56.87%	11,557.94
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259-5-30-17 Summer Day Camps				
259-5-30-17-110.000 Regular Salaries	60,195.00	10,513.59	17.47%	0.00
259-5-30-17-120.000 Part Time Salaries	308,642.00	219,942.63	71.26%	0.00
259-5-30-17-130.000 Overtime	0.00	11,704.72	100.00%	0.00
259-5-30-17-220.000 Social Security	28,215.00	18,605.90	65.94%	0.00
259-5-30-17-330.000 Professional Services	8,905.00	18,892.64	212.16%	0.00
259-5-30-17-580.000 Travel	72,240.00	55,278.02	76.52%	0.00
259-5-30-17-610.000 General Supplies	26,515.00	8,773.30	33.09%	278.85
Total Summer Day Camps	504,712.00	343,710.80	68.10%	278.85
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259-5-30-19 Rec Kids				
Total Rec Kids	0.00	0.00	0.00%	0.00
-----	-----	-----	-----	-----
Total Expenditures	2,861,834.00	1,734,470.75	60.61%	76,264.80
-----	-----	-----	-----	-----
Total EJRP PPROGRAMS FUND	628.00	-46,208.53	-7,358.05%	-1,268.86
=====	=====	=====	=====	=====
Total All Funds	957,242.00	-177,751.64	-18.57%	962,213.24
=====	=====	=====	=====	=====

From: [Lia Gerrish](#)
To: [Colleen Dwyer](#)
Cc: [Jeff LaBossiere](#); [Regina Mahony](#)
Subject: 2023 PACIF Group Scholarship Award - Essex City
Date: Wednesday, March 1, 2023 3:54:11 PM
Attachments: [image001.png](#)
[image002.png](#)
Importance: High

CAUTION: This email originated from **OUTSIDE** our organization. **STOP & CONSIDER** before responding, clicking on links, or opening attachments.

Dear Colleen,

Congratulations! I am writing to inform you that you have been awarded a Group Scholarship Award through the PACIF John Lawe Scholarship Program.

You have been awarded up to \$2,500.00 for The Respect in the Workplace training hosted by Kerin Stackpole.

It is important to note that we will cover the per attendee cost plus instructor mileage costs, however, should there be a minimum charge due to low attendance, we will only pay on a per attendee basis.

Once you have completed the training, you have 30 days to submit your proof of payment to us (**i.e. copy of the invoice and copy of your cancelled check**), so we can issue your reimbursement. It would be most helpful if the check referenced the invoice number, or if the receipt shows a zero balance. In addition, all group scholarship awards require that a **list of attendees or training roster be submitted along with proof of payment**.

Please note that all 2023 group scholarship reimbursement requests must be received by PACIF by January 31, 2024. Requests for reimbursement received after that date will be rejected.

If you have any questions, feel free to get in touch with me or Jeff at jlabossiere@vlct.org.

Kind regards,
Lia Gerrish



Lia Gerrish
Administrative Assistant
Vermont League of Cities & Towns
89 Main St. Suite 4, Montpelier, VT 05602
(802) 262-1983
lgerrish@vlct.org
Pronouns: she, her, hers
VLCT.ORG
Find us on 

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2023 PACIF Grant Application

A program exclusively for VLCT PACIF Members

VLCT USE ONLY

_____ Date Received _____ Open Recs
 500 _____ Org ID _____ Open High Recs
 \$ _____ Max Award _____ Prior Year Status
 _____ % Award

PACIF Member Name (Municipality):

City Of Essex Junction

Applicant Name & Title:

Colleen Dwyer, Human Resources Director

Primary Phone:

802-878-6944 ext. 1611

Applicant Email Address:

cdwyer@essexjunction.org

Department(s) equipment is intended for:

Security cameras for the Maple St. Park

If you have not read all the rules and guidelines, please do so now. Click [here](#) to access this document.

1. Specify each of the items requested and the cost for each item or groups of like items. Additional items should be listed separately on the Equipment Itemization Worksheet. Click [here](#) to access the worksheet. Be sure to include the cost of installation and/or shipping charges. **Vendor quote(s) and supporting documentation must accompany this application.**

Item Description	Quantity	Quoted Cost per Item	Quoted Shipping Cost	Are vendor quotes attached?	Quoted Total Cost
Verkada CM14 Indoor Dome Mini Camera 128 GB, SDD, 30-Day Onboard Retention 5MP Fixed Lens, 120 Degree Field of View	1	\$575.28	\$	X	\$575.28
Verkada CD62-E Indoor Dome Mini Camera, 4K Video Resolution, 3x Optical Zoom Capabilities. 512 GB SSD, 30 Dats Onboard Video Retention	6	\$1223.28	\$	X	\$7,339.68
Verkada 1 Year License	7	\$143.28	\$	X	\$1,002.96
Ubiquity Switch Lite 8 POE Switch, 4 POE+ Ports, 4 Non POE Ports 52W	3	\$198.65	\$	X	\$595.96
Altronix NETWAY4E1WP, 4-Port Hardened 60 W PER PORT PoE Switch with Power Supply/Charger, NEMA4/\$X, IP^^ Ratd Outdoor Enclosure (Filter Building)	1	\$643.19	\$	X	\$643.19
Ubiquiti Netwoks Nano Station AC loco 5 GHz airMAX ax Radio. Use in PtP and PtMP Networks, Wireless Bridge	2	\$74.99	\$	X	\$149.97
Altronic PMK-1, Mount Kit	1	\$140.20	\$	X	\$140.20
Windy City Wire CAT6 Weatherproof, Direct Burial Rated. 1000' Box. Installation, Programming, Customer Training Labor	1	\$5,500	\$	X	\$5,500.00

2. Combine the quoted total cost of all items above and those listed on the itemization worksheet (if used).	Subtotal	\$ 16,267.63
3. Enter the amount of any external (non-VLCT PACIF) grant funds you have requested or received for the items listed above. Enter "0" if none. (e.g. funding for body armor through the USDOJ, etc.)	External Grant Total	\$ 0
4. Subtract line 3 (External Grant Total) from line 2 (Subtotal).	Net Total Cost	\$ 16,267.63

5. Why is this equipment needed and how will it reduce the potential for PACIF claims? Attach additional pages if necessary.
Cameras in the park will assist in helping law enforcement in resolving issues of vandalism and assaults and ensure community members are safely using the park. Cameras will be strategically placed so we know who is coming in and out of the park, which will help in accountability when issues arise. Ultimately, this will create a safer environment for everyone who uses the park. EJRP will pay the \$8767.63 difference.

Applicant Signature: <i>Cecelia Sluzer</i>	Date: 3/13/2023
Senior Municipal Official Signature: <i>Regina Mahony</i>	Date: 3/13/2023
Senior Municipal Official Printed Name: Regina Mahony	Senior Municipal Official Title: City Manager

Please use the Application Checklist on page 7 of the Rules & Guidelines before sending this application.

**Submit application, vendor quotes, supporting documentation, and questions to VLCT, Attn: Lia Gerrish.
 Email to lgerrish@vlct.org; or mail to VLCT, 89 Main Street, Suite 4, Montpelier, VT 05602**

SAFETY SYSTEMS OF VERMONT, LLC

PO BOX 8444
ESSEX, VT 05451
802-879-7900
scott@ssvermont.com
www.ssvermont.com



Estimate

ADDRESS

Harlan Smith
75 Maple Street
Essex Junction, VT 05452
ATTN: Harlan Smith
RE:

SHIP TO

Harlan Smith
Essex Junction Municipal Pool
75 Maple Street
Essex Junction, VT 05452
ATTN: Harlan Smith
RE:

ESTIMATE # 5208

DATE 02/08/2023

PART NUMBER	DESCRIPTION	QTY	AMOUNT
	** New Verkada Cloud Security Camera System **		
	-		
	- Scope of Work: Installation of (6) POE IP Cameras at the following locations:		
	- (4) On Main Admin Building - 1 looking at Parking Lot/Entrance, 1 looking from back corner up walkway/bathroom area, 1 interior in entrance vestibule, 1 on east side of MPR looking at tennis courts		
	- (1) with Ubiquity NanoBridge to Filter Building - On face of building looking at entrance		
	- (1) on Aspire Building looking at person entrance gate		
	- (1) on Maintenance building looking out at skatepark/basketball park		
	-		
CM41-30-HW	Verkada CM41 Indoor Dome Mini Camera, 128GB SSD, 30 Day On-Board Retention. 5MP Fixed Lens, 120 Degree Field of View	1	575.28T
CD62-30E-HW	Verkada CD62-E Outdoor Dome Camera, 4K Video Resolution, 3x Optical Zoom Capabilities. 512GB SSD, 30 Days On Board Video Retention.	6	7,339.68T
	-		
LIC-1Y	Verkada 1 Year License	7	1,002.96T
	-		
USW-Lite-8-	Ubiquity Switch Lite 8 POE Switch, 4 POE+ Ports, 4 Non POE Ports, 52W	3	494.96T

PART NUMBER	DESCRIPTION	QTY	AMOUNT
PoE	Total POE Capacity (Main Building, Maint Shop & Aspire Building)	-	
AX-NETW4E1WP	Altronix NETWAY4E1WP, 4-Port Hardened 60W PER PORT PoE Switch with Power Supply/Charger; NEMA4/4X, IP66 Rated Outdoor Enclosure (Filter Building)	1	643.19T
LOC05AC	Ubiquiti Networks NanoStation AC loco 5 GHz airMAX ac Radio. Use in PtP and PtMP Networks, Wireless Bridge. (Filter Building)	2	149.97T
AX-PMK1	Altronix PMK-1, Mount Kit (Filter Building)	1	140.39T
CAT6DB-BLK	Windy City Wire CAT6 Weatherproof, Direct Burial Rated. 1000' Box.	1.35	421.20T
CAMERA SYSTEM SERVICE	Installation, Programming, Customer Training Labor	1	5,500.00

Essex Junction Recreation & Parks Verkada Cameras

SUBTOTAL	16,267.63
TAX	0.00
TOTAL	\$16,267.63

Accepted By

Accepted Date



Work in Vermont. Lose Some of Your Student Loans.

The State of Vermont, in collaboration with the University of Vermont and the Vermont Student Assistance Corporation (VSAC), is offering a \$5000 loan repayment program to incentivize and retain new graduates from Vermont colleges and universities. Any graduate during the spring 2023 academic year with a Bachelor's degree can apply. Recipients will be selected on a first-come, first-served basis based on regional, employer, and institutional distribution criteria, as long as funding is available. Applicants must submit proof of employment when applying. Employment will be verified with the Vermont-based employer at two points: after one year of employment and after the second year of employment.

When you click the 'Apply' button, you will be brought to VSAC's myVSAC home page. myVSAC is the online account system you will use to apply for and access information about the Green Mountain Job & Retention Program.



- On the myVSAC home page, enter your existing myVSAC username and password and click the 'Login' button.
- If you are a first-time user and do not have an existing myVSAC username, click on 'Register Now'.
- Once you have logged in, or registered for myVSAC, you will automatically be directed to the online Green Mountain Job & Retention Program application.

ELIGIBLE COLLEGES & UNIVERSITIES:

- Bennington College
- Castleton University
- Champlain College
- Goddard College
- Landmark College
- Middlebury College
- Northern Vermont University
- Norwich University
- Saint Michael's College
- Sterling College
- University of Vermont
- Vermont Technical College

ELIGIBLE GRADUATES

Spring 2023 graduates from a Vermont institution with a Bachelor of Arts and/or a Bachelor of Science Degree who plan to live and work in Vermont for at least two years. For a full list of criteria, visit the [GMJRP's Frequently Asked Questions](#).

FAQ link: <https://www.uvm.edu/engagement/greenmountainjobsfaqs>

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
PUBLIC HEARING
MINUTES OF MEETING
MARCH 9, 2023
DRAFT**

MEMBERS PRESENT: Phil Batalion, Chair (remote); Patrick Scheld, Vice Chair; Diane Clemens; Scott McCormick; Elijah Massey

ADMINISTRATION: Regina Mahony, City Manager; Chris Yuen, Community Development Director

OTHERS PRESENT: Katie Ballard; Ned Daly; Mike Hoey, ABC 22 / Fox 44 News

1. CALL TO ORDER

Patrick Scheld called the meeting to order at 6:32 PM. Mr. Scheld will be running the meeting as Mr. Batalion is participating remotely.

2. AGENDA ADDITIONS/CHANGES

Mr. Batalion suggested that the Item 5c, Housing-Conversation with Katie Ballard & Ned Daly from the Housing Commission be discussed prior to Item 5b, Rental Registry & Inspection Program Next Steps. All agreed.

3. PUBLIC TO BE HEARD

a. Comments from Public on Items Not on Agenda

None.

4. MINUTES

a. February 2, 2023

MOTION by DIANE CLEMENS, SECOND by ELIJAH MASSEY, to approve the minutes of February 2, 2023. Motion passed 5-0.

Mr. McCormick requested including a table with action items and who is responsible for each in the minutes going forward. Mr. Yuen said that he will ask the Recording Secretary to do this from now on.

5. BUSINESS ITEMS

a. Introduce Chris Yuen, Community Development Director; Zoning Administrator appointment

Ms. Mahony introduced Mr. Yuen, who has been working as the Community Development Director for a little over a month. Mr. Yuen said that he previously worked in consulting and has worked in public transit network design throughout the United States and Europe. He has lived in Toronto, Vancouver, Hong Kong and Portland. He is excited to join the City of Essex Junction in this role.

The position of Zoning Administrator needs to be nominated by the Planning Commission (PC), and formally appointment by the City Council. Ms. Mahony said that this is a statutory step that the PC is responsible for, and Mr. Yuen said that it will need to be repeated every three years. She clarified the roles of the Zoning Administrator and Assistant Zoning Administrator, noting that the current Assistant Zoning Administrator should also be formally appointed as well.

DIANE CLEMENS made a motion, seconded by SCOTT MCCORMICK that the Planning Commission nominate Community Development Director Christopher Yuen for a three-year term as Zoning Administrator. Motion passed 5-0.

b. Housing – Conversation with Katie Ballard & Ned Daly from the Housing Commission:

Mr. Scheld introduced Housing Commissioners Ms. Ballard and Mr. Daly and thanked them for attending.

i. Inclusionary Zoning

Ms. Ballard said that she is the Chair of the Housing Commission (HC), and a City resident. She gave an overview of the work that the HC has been doing on the issues of inclusionary zoning and the development of a rental registry, as well as the other agencies that they have been working with. The HC has voted and is in favor of inclusionary zoning and feels that it is now time to pass the baton onto other boards for implementation. She discussed how the HC defines inclusionary zoning, noting that it would apply for both rentals and owner-occupied units. The HC has worked to get input from landlords and developers, who expressed concern about the current planning review structure in both Essex and Essex Junction regarding larger projects. Ms. Ballard discussed the recommended implementation process, and asked what type of role the PC would like to have in it. Ms. Clemens asked how this program would support the middle class. She said that it is important to balance the needs of those looking for studios and those looking for family housing. Ms. Mahony said that inclusionary zoning is one of many tools for housing access, and that other programs may better target this group.

Mr. Battalion said that the PC is in favor of inclusionary zoning, however more work is needed prior to implementation. Mr. Scheld said that some type of incentive would need to be required in order to entice developers to participate, as otherwise low-income units would be a financial loss. Developers may not be able to access the same subsidies if only a few of their units are affordable, rather than the entire building. Mr. Yuen said that inclusionary zoning alone will not increase housing supply, but can influence the types of housing built. To increase total housing supply, it must be paired with the adjustment of density and dimensional limitations in the Land Development Code. Mr. Battalion asked how inclusionary zoning was enforced. Ms. Mahony discussed the different options and suggested that the PC speak with South Burlington, as they have recently implemented inclusionary zoning. Ms. Clemens said that it would make sense to have inclusionary zoning work simultaneously with a rental registry. Mr. Massey said that mixed-income buildings have a lot of benefits, all agreed that this was preferable. Ms. Ballard discussed potential incentives, noting that this was something that the HC felt would need to be further explored by the PC. Mr. McCormick said that he is fearful that inclusionary zoning could drive developers out of Essex Junction, which would harm the overall housing shortage. Ms. Clemens added that Essex Junction already has a four-story limit on buildings, but a density bonus through a fifth floor may help increase financial viability for developers required to add affordable housing through inclusionary zoning.

i. Housing Trust Fund

Ms. Ballard said that the HC has not discussed using these funds to mitigate construction costs, however she thinks that it could be viable. They did, however, investigate the possibility of inclusionary zoning funds to finance the Housing Trust Fund (HTF). She said that the HC investigated the amount of money that would be required to start this fund, as well as the types of uses that would be acceptable. The City Council and Selectboard have said to the HC that they would like to see them do a broad community

engagement effort on this issue, which is anticipated to begin in May. Ms. Ballard said that the HTF could be used to assist a variety of people, such as first-time homebuyers and landlords looking to repair their units. Mr. Scheld said that it is important to prioritize the most vulnerable community members to ensure that enough money continues to be available. Ms. Ballard said that it is important for there to be some flexibility in the fund as time goes on and the fund increases.

Ms. Mahony said that some communities allow developers to make a payment to the HTF in lieu of following inclusionary zoning regulations. These funds can be saved to build a major low-income housing project. There may be efficiencies to this method, but it may run contrary the potential goal of creating mixed-income buildings through inclusionary zoning. She also said that Vermont is in a period where construction is very expensive, and it is important to balance this fact with a desire to include housing opportunities for all. Inclusionary zoning could also be included in some, but not all, zoning districts. Ms. Ballard said that inclusionary zoning is not something that the HC is actively working on, however the creation of a housing trust fund continues to remain a priority. Mr. McCormick asked what the PC's role would be in the creation of a HTF. Ms. Ballard said that both the City Council and Selectboard are interested in putting this issue on the ballot after at least a year has passed post-separation. She expects that conversations will continue regarding the issue. Ms. Mahony said that the HTF will most likely be a City Council issue, however this will directly connect with the PC's other work on housing. Inclusionary zoning is directly tied to the Land Development Code (LDC) and will thus need to be reviewed by the PC. Mr. McCormick suggested that the HC and PC continue to stay in communication on these issues. Ms. Ballard said that a HC member will plan to join PC meetings every other month. Mr. Scheld said that this expertise would be helpful in developing housing policies. Mr. Scheld thanked the HC for their hard work on these issues.

Mr. Scheld said that the PC would need more information on the results of the previous inclusionary zoning Developer's Roundtable event and requests that the HC share the notes from the event if possible. Ms. Clemens said that it is important to engage the City Council to determine how they feel on these issues, as it could determine how the PC proceeds. Ms. Mahony said that many of these issues, especially a HTF, would be voted on and potentially partially funded by the taxpayers. Mr. Yuen said that the HC is working on developing best uses for the HTF, and that these may be different between the Town and City. The HC is currently joint for these communities but will be separating in the next few months. Mr. Scheld said that it is important to expand affordable housing now as the City has many new developments being built. Ms. Clemens said that she expects additional development in the City once the Crescent Connector is constructed. Mr. McCormick asked if inclusionary zoning would be added into the LDC, Ms. Mahony said that it could be done as an ordinance or in the LDC, but the LDC makes the most sense. Mr. Yuen said that he hopes that the City Council will be reviewing the current draft LDC amendments in May, as there are some state-level changes that will need to be included. Ms. Mahony said that, once the process is started, all applications must be reviewed under the current and future LDC.

iii. Rental Registry & Inspection Program

Mr. Yuen said that two UVM students are assisting in process and implementation research. The students have read through ordinances of other Vermont communities, and have begun having conversations with other towns. He asked if the PC had any questions, that they would like the students to address. Mr. McCormick said had recently spoke with Barre officials and that the biggest issue that they face is compliance and enforcement. Barre has had a rental registry for at least fifteen years and second homes are also required to be listed on the registry. No new staffers were required to implement this, as the fire

department conducts inspections. Mr. Scheld said that he would like to see something in the registry that benefits landlords, such as the easier sharing of information. It is important that it be seen as a positive issue to all, not just the tenants. Mr. Yuen said that he will ask the UVM students to look into the benefits to small landlords. Mr. Scheld suggested that they review similar communities throughout the nation that have implemented rental registries. Ms. Mahony suggested reaching out to Brattleboro and Bennington to ask about the implementation of the rental registry.

Mr. Massey said that it would be helpful to focus on the positive aspects of enforcement from other communities and learn from best practices. Ms. Clemens said that having the rental registry would also help to make sure that the LDC was properly enforced. She discussed sensitivity around the rise in short-term rentals, as a desire to regulate these properties as well. Ms. Mahony gave an update on the City budget, and said that if approved this budget will include a new position which will be responsible for the rental registry, code enforcement and health inspection; as well as a planner to cover more committee work. It is assumed that some of the salary for this person would be covered by the rental registry.

c. Rental Registry & Inspection Program Next Steps

Chris Yuen: Follow up with the City of Winooski, collaborate with UVM students and continue to provide the PC with updates about the process; share HC document link to with Planning Commission; Send VPR Vermont Edition article link to the PC

UVM Students: Contact Shaun Gilpin, at the Vermont Housing & Community Development Department and Chip Sawyer, City of St. Albans Community Development Director.

Katie Ballard: Locate and share housing commission notes from the inclusionary zoning Developer Roundtable with Staff

Scott McCormick: Send the PC notes from meeting with Barre officials, including the contact information for the Deputy Fire Chief.

6. READING FILE

a. Nothing this month

7. MEMBERS UPDATES

Ms. Clemens directed the PC to a recent article in VPR Vermont Edition regarding housing.

8. STAFF UPDATES

None.

9. ADJOURN

MOTION by DIANE CLEMENS, SECOND by SCOTT MCCORMICK, to adjourn the meeting at 9:09 PM. Motion passed 5-0.

Respectfully submitted,
Darby Mayville