



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

Online & 145 Maple St.
Essex Junction, VT 05452
Wednesday, August 13, 2025
6:30 PM

E-mail: admin@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6944

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

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

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
 - a. Comments from Public
5. **PUBLIC HEARING**
 - a. Proposed Crescent Connector Corrective Action Plan Ordinance
6. **BUSINESS ITEMS**
 - a. Police Community Advisory Board Brief to Council [10 minutes]
 - b. Department Head Brief to Council with Essex Police Department's Chief Hoague [10 minutes]
 - c. Discussion and Consideration of Traffic Studies and Proposed Traffic Calming Policy [45 minutes]
 - d. Discussion and Consideration of Crescent Connector Corrective Action Plan Ordinance [5 minutes]
 - e. Discussion Future Committees [15 minutes]
 - f. *Executive Session to Discuss Negotiating Lease Options for the Teen Center/CHIPS at 2 Lincoln
 - g. **Executive Session to Discuss Town Contracts
7. **CONSENT ITEMS**
 - a. Minutes 7/23/25
 - b. Acting as the Local Cannabis Control Commission - Approve VT S-000012863 License Renewal for Sweetspot Vermont LLC
 - c. Acting as the Liquor Control Commission - Approve Liquor/Tobacco Licenses
 - d. Approve Essex High School Burn Permit Request
 - e. Approve Use of Pyrotechnics at a Concert at CVE
 - f. Approve Main Street Road Closure for Four Saturdays
 - g. Approve Easement to Green Mountain Power on Park Street
 - h. Approve Temporary Sound Waiver
8. **COUNCIL MEMBER COMMENTS & CITY MANAGER REPORT**
9. **READING FILE**
 - a. Warrant #24081, 7/25/25 & 24082, 8/8/25
 - b. July Financials
 - c. Regional Boards and Committees Memo
 - d. Reappraisal Update
 - e. Police Community Advisory Board Survey 2025
 - f. Connect the Junction Online Forum is Open
 - g. BOCA & BOA minutes 8/4/25

h. Development Review Board Minutes 7/17/25

10. **EXECUTIVE SESSION**

- a. *An Executive Session may be needed to discuss the negotiating or securing of real estate purchase or lease options
- b. **An Executive Session may be needed to discuss a contract

11. **ADJOURN**

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

City Council Rules for Public Participation
City of Essex Junction

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

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

Memo

To: City Council

From: Ron Hoague, Chief of Police

Meeting Date: July 23, 2025

Agenda Item: Department Head Conversation

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

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

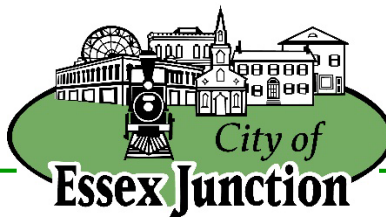
- EPD continues to provide effective policing services to the City of Essex Junction. While still facing challenges in staffing of sworn officers, we are able to perform our core functions.
- As have other Towns in Chittenden County, we have seen an increase in property crime the last five years with retail theft and thefts of vehicles and vehicle break-ins at night encompassing most of this. To address this, we recently formed a Crime Reduction team that will not only seek to interdict the crimes and arrest offenders, but also work with business owners and residents in crime prevention techniques.
- Traffic continues to be the greatest issue we face and we are working with the City staff on the traffic calming policy along with enforcement efforts.
- We recently worked on the Memorial Day Parade and found the new traffic pattern around the five corners to work well. We are now preparing for the Champlain Valley Fair.
- We recently signed an extension to the Dispatching MOU with Williston PD and we are working to better integrate our staff with theirs while creating a dispatch policy manual.

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

- As stated above, we look forward to the effectiveness of the Crime Reduction Team.
- Rick Garey will be fully retiring at the end of July, and we will be replacing him with a full Lieutenant's position to handle support services tasks. This returns EPD to its traditional leadership model. As part of this, we will be relying more on the Town's IT department for support.
- We will be issuing a community survey on policing soon that was created in partnership with the Police Advisory Board.
- We continue to review and update policies.

Anything you think the Council should know

- N/A



MEMORANDUM

To: City Council
From: Regina Mahony, City Manager
Meeting Date: August 13, 2025
Subject: Speed Studies and Traffic Calming Policy Revision

Issue: To receive an introduction to the proposed Traffic Calming Policy and provide high level feedback.

Discussion: Concerns about speeding are received by City Staff and the Essex Police Department every year (typically in the spring and early fall). This is not a new issue of concern in Essex Junction and it certainly isn't unique to Essex Junction. Addressing these issues requires coordination and resources across multiple Departments.

What currently guides this work, is the City of Essex Junction's existing Traffic Calming Policy, originally adopted by the Village Trustees on January 27, 2004 and most recently revised on August 26, 2014. The purpose of this policy is to guide the process for residents to request traffic calming measures and for the City to evaluate and implement those interventions when warranted.

The purpose of this agenda item is to understand the existing speed study information, to understand the current policy and its pros and cons, and to review a new proposed Traffic Calming Policy intended to be more effective and predictable and increase options for traffic calming measures.

Existing Speed Study Data

The Essex Police Department, namely Officer Gragg, has been able to conduct speed studies as requested. See below for a table for a summary of the studies; and see attached for the data and reports. A few things to note:

- Over the past three years, 15 speed studies have been conducted.
- 8 out of the 15 locations met the speed threshold (85th percentile speed > 5 mph above posted limit) that the current policy defines as advancing to the next step of submitting a petition for speed tables.
- At least 3 of those locations have an initial priority recommendation of high (might be 5).
- Regarding capacity at the Police Department for conducting studies, Officer Gragg recommends limiting studies in the City to five per year to allow PD owned equipment to be used for enforcement planning across the district. He notes that if the City purchased equipment that would expand this capacity.

Speed Study Location (exact observation locations contained in memos or raw data)	Year	Data Collection Dates	Posted Speed (mph)	Average Speed (mph)	85th Percentile Speed (mph)	85th percentile speed is 5 mph or above the speed limit (Y/N)	Priority Recommendation from EPD (with multiple factors considered including crash data)
18 North St.	2023, 2024	4/29/24 - 5/15/24	25	25	29.6	N x2	seeking clarification
29 Grove St.	2023	9/11/23 - 9/18/23	25	28.8	33.6	Y	seeking clarification
South Summit St. (near Abnaki)	2024	5/20/24 - 6/6/24	25	30	34.3	Y	Moderate
48 Cascade St.	2023	8/28/23 - 9/11/23	25	26.7	30.9	Y	Low
106 Iroquois Ave.	2024	6/24/24 - 7/2/24	25	25.3	29.4	N	seeking clarification
14 Dunbar Dr.	2024	7/18/24 - 8/10/24	25	24	28.1	N	Low to Nil
16 Fairview Dr.	2023, 2025	5/5/25 - 5/23/25	25	30.6	35.5	Y (2025)	Moderate
116 West St.	2024	6/6/24 - 6/28/24	25	32	35.8	Y	Moderate to High
16 Countryside Dr.	2024	7/2/24 - 7/10/24	25	26.4	31	Y	seeking clarification
21 Drury Dr.	2025	6/27/25 - 7/21/25	25	25.2	29.7	N	No action
13 Mansfield Ave.	2025	6/27/25 - 7/9/25	25	24.4	29	N	No action
87 Park St.	2025	7/21/25 - 8/5/25	25	28.7	35.1	Y	High
51 Maple St.	2025	7/21/25 - 8/5/25	25	30.2	34.1	Y	Moderate to High

My belief is that the capacity to collect the data is not our overall limiting factor right now (though I'll note that the new policy requires data collection around pilot projects that will increase this demand). My belief is that we have not been able to address the locations identified as priority areas. While part of that is because the City has just been through three extraordinary years of work on becoming a City and very large capital projects (Crescent Connector and Main Street waterline); I also believe the current policy is quite limiting. Therefore, we have worked on a new Traffic Calming Policy and will be presenting it to the Council for consideration.

Existing Traffic Calming Policy & Practices

Pros:

- Relatively simple and easy to follow
- Provides some direction on how to address speed complaints
- Essex Police Department has a dedicated traffic officer and has been able to conduct speed studies and provide initial recommendations based on many factors including speed and crash history (see attached)

Cons:

- Limited to only two types of interventions: Keep Kids Alive Drive 25 cones and speed tables
- High barrier to entry: speed table requests require a petition signed by 70% of households on the street; and petitions for speed tables are not often received (a recent example includes South Summit where I sent the option to two residents last year but never got a petition back)
- Unclear assignment of responsibility among City departments
- Lack of follow-up mechanisms with applicants after speed studies
- Prioritization scoring system has never been used
- No mention of temporary or pilot projects
- Lack of human and financial resources to follow up on high priority locations
- No logical limitations on collection of speed data

Also, it is interesting to note, based on memory from the current team speed tables have only been installed on South Street, Cascade Street, and Pleasant Street (was later removed).

Proposed Policy Revision

City staff, drawing from best practices in Burlington, South Burlington, and national guidance documents (e.g., the VTrans Speed Countermeasures Toolkit and Burlington's Traffic Calming Manual), have developed a significantly revised draft policy. This new policy aims to be more effective and predictable. Community Development has taken lead on this effort and has coordinated feedback from the Public Works Superintendent, City Engineer, Officer Gragg and Chief Hoague.

A draft of the revised policy is attached. While some details are still under development, staff are seeking high-level feedback from the City Council at this time. We expect to amend the policy based on the Council's feedback, refine the process and return with a more finished product for the Council's approval.

Below is a summary comparison of the existing and proposed policies:

Component	Existing Policy	Proposed Policy
Available Options	<i>Keep Kids Alive Drive</i> 25 cones, Speed Tables	Chicanes, curb extensions, speed tables, median islands, diverters, and more
Public Engagement / Local Support	70% petition required for speed tables	No petition; scoring criteria to analyze need and public meetings held through Bike Walk Advisory Committee (BWAC)
Responsible Department	Police and Manager	Community Development (lead), in collaboration with City Engineer, Police, DPW
Speed Study Requirement	All requests eligible	Only locations that pass initial desktop screening move to speed study
Road Type Consideration	All roads weighed equally	Weighted scoring based on functional road class
Proximity to Schools	Yes	Yes, with added weight for common walk-to-school routes
Crash Data Consideration	Yes	Yes, with added weight for pedestrian/cyclist crashes
Speed Threshold	85th percentile speed > 5 mph over limit	Same threshold; scoring increases with severity of speeding
Project Funding	General Fund / Capital Fund	BWAC appropriation, General Fund, Capital Fund, Grant Funding
Pilot Projects	Not mentioned	Explicitly encouraged

Cost

While there are no immediate costs to amending the policy, it is important to consider costs necessary to implement the policy. The cost of traffic calming implementation varies depending on the intervention. Pilot projects may provide a lower-cost way to evaluate effectiveness before committing to permanent infrastructure. Funding for these projects have historically been budgeted for under the Traffic Control line in the Streets budget but the line is used for many things (\$35,000 in FY26). Larger projects would need to

go through the capital planning process. The Bike Walk Advisory Committee funds (\$10,000 per year) may also be used for some of these measures.

Recommendation

Staff recommend that the City Council provide high-level comments and direction on the draft revised policy at this time. Once refined, the policy will return for formal adoption.

Attachments:

1. Draft Revised Traffic Calming Policy
2. Existing Traffic Calming Policy
3. Prior Speed Study Results – data and memos

City of Essex Junction Traffic Calming Manual

Adopted INSERT DATE HERE



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1. Introduction

This policy details a method to make streets safer, reduce speeds, and create more comfortable environments through the implementation of traffic calming.

1.1 What is traffic calming?

Traffic calming is the addition of physical roadway features (bump outs, speed humps, chicanes, lane striping, etc.) to reduce vehicle speeds in targeted areas. Traffic calming interventions are self-enforcing and are meant to result in durable changes in driver behavior.

The goals of traffic calming are to reduce automobile speeds, increase safety for all road users, and to manage traffic flow and discourage cut-through traffic on certain streets. Specifically:

1. Reduce Automobile Speeds

Slowing vehicle speeds is particularly important in areas with high pedestrian or cyclist activity, such as residential neighborhoods, school zones, and nearby parks.

2. Increase Safety for all Road Users

Traffic calming can help reduce the frequency and severity of crashes. The link between vehicle speed and survivability is non-linear, with the risk of pedestrian fatality rising exponentially as speeds increase. Conversely, even small reductions in average speed can have large safety gains.

3. Discourage Cut-Through Traffic

On collector and local roads¹, traffic calming can help minimize cut-through traffic and discourage drivers from using smaller streets as shortcuts that are not intended to handle higher traffic volumes.

1.2 What is not Traffic Calming?

Traffic calming focuses on physical changes to the road environment that naturally slow traffic and improve safety without relying on external enforcement or driver compliance. Some common traffic safety initiatives which do not meet this definition include:

1. Driver Safety Education

¹ Roads in Essex Junction are categorized by Functional Class. This is further explained in Appendix A:

Although education is an essential tool for raising awareness about safe driving, it does not physically slow down traffic or automatically alter driver behavior.

2. Speed Limit Enforcement by Police

Speed enforcement requires active monitoring by law enforcement. While this can be deployed quickly, strategically, or in response to complaints, it is not a self-enforcing measure. Automated speed enforcement cameras may potentially allow for more durable results but at this time, there is no legal framework for their implementation in Vermont.

3. Stop Signs

The Manual on Uniform Traffic Control Devices (MUTCD) states clearly that “STOP signs shall not be used for speed control” (Section 2B.06).

2. Traffic Calming Evaluation Process

While traffic calming projects may be identified through other City processes (i.e. the City’s Comprehensive Planning process, Capital Planning, etc), this policy also provides a pathway for community members to request improvements outside of that process.

The following summarizes the evaluation process for community-initiated requests. This evaluation will be completed by the Community Development Department.

1. **Submit a Request**

Interested parties may report concerns and request traffic calming regarding any street or intersection in the City. Applicants must include the street with an approximate address or intersection name and details on the traffic concern in application. This can be done by:

- SeeClickFix report via City website
- Call (802) 878-6944
- Email admin@essexjunction.org

2. **Assessment**

City staff will review the request using available data to determine whether the location has been previously studied and whether it meets the criteria for further investigation. If it meets thresholds as outlined in Section 4.2, additional data will be collected to be included in the priority score.

3. **Community Input**

When the City receives a traffic calming request that meets the minimum initial

scoring threshold and isn't near a location that has been studied in the past three years, the City will host a community meeting to discuss the subject location. This meeting will be part of a regularly scheduled **Bike Walk Advisory Committee (BWAC)** meeting and will provide an opportunity for residents to share input on neighborhood context. Location Scores may be adjusted based on the findings of this meeting. This updated score will serve as guidance for the prioritization of projects to advance to the Evaluation and Recommendation step.

4. **Evaluation and Recommendation**

When resources are available, a Technical Review Committee—including representatives from the Community Development Department, Public Works, Fire Department, Police Department, and the City Engineer—will evaluate and recommend an appropriate pilot or permanent traffic calming treatment for one or more high-scoring locations.

5. **Project Endorsement, Design and Queueing**

City staff will present the proposed treatment at a second BWAC meeting. If supported by BWAC and other interested community members, the project will be designed and added to the implementation queue. Projects will be implemented when feasible, and upon City Council approval.

Additional notes:

- All City-owned roads are eligible for City-installed traffic calming.
- The applicant is not required to suggest a treatment type. City staff will explore potential traffic calming treatments based on the criteria outlined in the traffic calming manual.
- The applicant will not be required to fund the project.
- The applicant is not responsible for collecting data. City staff or a hired consultant will collect data, and if appropriate, any previous data collected will be referenced.
- City staff reserves the right to conduct a study of traffic calming opportunities in locations that don't meet the minimum threshold or where no prior requests were made.

3. Data Collection

The evaluation criteria are divided into two general categories: “Transportation”, and “Community”.

3.1 Transportation Data

Pre-existing data will be reviewed to determine if the submitted location meets the Initial Transportation threshold score (15 points). If this threshold is met, additional data will be collected to calculate the Final Transportation score. This may involve conducting traffic counts for speed, volume, and heavy truck activity. If needed, traffic volume estimates may be interpolated from existing data from nearby streets with similar characteristics.

Crash data will be evaluated by the frequency, severity, and cause of crash from the past five (5) years of Vermont Agency of Transportation Crash Data Query Tool and Essex Junction records, such as police reports or other data.

Pedestrian and cyclist counts may be taken to understand the demand for active transportation and better assess existing facilities.

3.2 Community Data

Trip generators and bike/pedestrian facilities will be confirmed through orthographic data or site visits. Community score factors include proximity to senior, congregate, permanently affordable, or family care housing within a 0.25-mile radius of the submitted location.

3.3 Additional Considerations

Additional context-specific considerations for staff evaluation may include the speed and volume of traffic on neighboring streets, as well as any upcoming planned construction or modifications.

4. Evaluation Rubric

4.1 Purpose

The evaluation rubric is designed to prioritize traffic calming investments in locations with the highest overall risk, including those with a history of crashes, significant numbers of people affected, and a high presence of vulnerable road users.

4.2 Scoring Thresholds

To advance to the design phase, a location must pass the following minimum score thresholds:

- Step 1: Initial Transportation Score: 15 or higher
- Step 2: Community Score: 30 or higher
- Step 3: Final Transportation Score: 30 or higher

These thresholds help ensure that the most critical and impactful locations are prioritized for traffic calming.

4.3 Calibration and Adjustments

Scoring weights and thresholds may be periodically reviewed and adjusted by City staff to reflect changing conditions, improve program effectiveness, and maintain flexibility.

4.4 Ineligible Locations

If a location does not meet the minimum score thresholds, it will not move forward for traffic calming treatment as a part of this process. In such cases:

- A new request for the same location will not be considered for three years, unless there is a substantial change in traffic patterns or nearby development.
- The City will post the results of all evaluations on its website for transparency.
- Traffic calming or other changes to the street may still be considered through other City processes (i.e. the City's Comprehensive Planning process, Capital Planning, etc).

4.5 Data Sources and Timeframe

Unless otherwise noted, the data used in scoring is drawn from the past five years. This includes crash history, traffic volume, speed data, and other relevant factors.

4.6 Evaluation Rubric Table

See table below for the evaluation rubric table.

Technical note: For the purposes of GIS analysis and scoring only, locations are scored using road segment measuring 500 feet in length, or the full length of the street if it is shorter. If a radius is included in the criteria, the buffer is applied to the road segment.

Example:

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Category	Sub-Category	Street Type	Criteria	Points	Maximum Points
Transportation	Speed	All	Apply points per MPH only if 85th percentile speed is \geq 5 MPH over posted limit	2	20
	Volume	Principal Arterial	Per 500 AADT over 6000	2	25
		Minor Arterial	Per 100 AADT over 5000		
		Major Collector	Per 100 AADT over 3500		
		Minor Collector	Per 100 AADT over 2000		
		Local	Per 100 AADT over 400	4	
	Safety	All	Per crash per 500 ft radius	5	10
			Per crash involving cyclist or pedestrian per 500 ft radius	15	15
Maximum Transportation Score					70

Category	Sub-Category	Street Type	Criteria	Points	Maximum Points
Community	Proximity to Pedestrian Generators	All	Directly Adjacent - within certain feet of ROW	10	10
			Within 250-foot radius	8	
			Within 500-foot radius	5	
	School located within 0.25 mile radius		7	7	
	Bike/Pedestrian Facilities		No sidewalk on road	15	15
			Sidewalk on one side of road	10	
			Sidewalk on both sides of road	8	
			Bike lanes	4	
			Shared use path	4	
			No crosswalk on road	8	8
			Mid-Block crossing within 500-foot radius	4	
			On known school route	10	10
			On mapped low-traffic bike route	5	5
	Other Community Factors		Senior or congregate housing located within 0.25 mile radius	5	15
			Permanently affordable housing located within 0.25 mile radius	5	
Family care home/facility located within 0.25 mile radius		5			
Maximum Community Score					70

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5. Pilot Projects

5.1 Purpose

Traffic calming projects may be tested using temporary materials as part of a pilot program. Pilot installations are particularly useful when outcomes are uncertain, the intervention is part of a complex or area-wide plan, or a new or unfamiliar traffic calming measure is being introduced.

Pilot installations can often be implemented at a lower cost using flexible, temporary materials such as paint, flexible posts, planters, and signage. These elements allow the City to test a design's effectiveness before committing to permanent infrastructure.

5.2 Duration and Maintenance

The length of a pilot installation will be determined by City staff based on the specific context of the location. When feasible, pilot treatments may remain in place year-round. Some materials may require periodic replacement or maintenance to preserve the installation's intended design and functionality.

5.3 Evaluation and Next Steps

Within one year of installation, the City will gather community feedback—typically through a Bike Walk Advisory Committee (BWAC) meeting or other public engagement strategies. City staff may also collect speed and traffic data to assess the pilot's effectiveness.

If the pilot is successful, the City may seek funding and move forward with the design and construction of a permanent installation through its capital program or external grants.

If the pilot is unsuccessful, the treatment may be modified or removed entirely.

6. Traffic Calming Toolkit

As part of the traffic calming design process, City staff may select from a broad menu of proven interventions based on nationally recognized best practices and local context. Design decisions will be guided by resources such as:

- [Vermont Agency of Transportation's \(VTrans\) Speeding Countermeasures Toolbox](#)
- [City of Burlington's Traffic Calming Manual](#)
- [National Association of City Transportation Officials' \(NACTO\) Urban Street Design Guide](#)
- [Federal Highway Administration's \(FHWA\) Traffic Calming ePrimer](#)
- [Institute of Transportation Engineers' \(ITE\) Designing Walkable Urban Thoroughfares](#)

These tools help ensure that treatments—such as curb extensions, chicanes, speed humps, raised crosswalks, and lane narrowing—are applied appropriately and effectively to improve safety, slow vehicle speeds, and enhance the livability of neighborhoods.

The VTrans Speeding Countermeasures toolbox and the City of Burlington's Traffic Calming Manual each include a summary table of traffic calming measures with contextual guidance. Essex Junction Staff will refer to these tables for initial guidance for narrowing down available options. These tables are shown below, with annotations as relevant to Essex Junction.

6.1 Summary Table from VTrans Speeding Countermeasures Toolbox

++ most favorable / most common + moderately favorable / moderately common – not favorable / not common		Frequency of Use in Vermont	Snow and Ice Control	Emergency Response	Cost / Maintenance	Speed Reduction Potential	Within Village or Town Center (< 35 mph)	Within Transition Zone (> 35 mph)
Type	Speeding Countermeasure							
Horizontal deflections	Lane or street narrowing	+	+	+	+	+	++	++
	Lateral shift	+	+	+	+	+	+	+
	Bulbout / pinchpoint / choker	+	+	+	+	+	++	–
	Median island	+	+	+	+	+	+	+
	Mini-roundabout	–	–	+	–	++	++	–
	Neighborhood traffic circle	+	+	+	–	++	++	–
Vertical deflections	Speed hump or cushion	+	–	+	–	++	++	–
	Raised crosswalk / speed table	+	–	+	–	++	++	–
	Raised intersection	–	–	+	–	++	++	–
Perceptual, or passive, measures	Road diet	+	++	++	+	+	++	+
	Radar speed feedback signs	++	++	++	+	+	++	+
	Transverse line markings	+	++	++	+	+	+	++
	Gateway signing / landscaping	++	++	++	++	+	–	++
	Transverse rumble strips	–	+	+	+	+	+	+
	[SLOW]/[– MPH] pavement word marking	–	++	++	+	+	+	–

6.2 Summary Table from City of Burlington Traffic Calming Manual (Annotated for application to Essex Junction)

TRAFFIC CALMING MEASURES AND CONTEXTUAL GUIDANCE

+	Most desirable
!	Engineering judgment
-	Not recommended

Street Typology	Neighborhood & Slow Street ^{1,3}		Bicycle Street ¹		Transit Street ¹			Complete Street ¹		
Street Typology Adapted for Essex Junction	Local & Minor Collector Street		Designated Low-Traffic Bike Route or Neighborhood Greenway		Street with All-Day Transit Service			Arterial & Major Collector Street		
Low-Impact Physical Design	2-lane	3-lane	2-lane	3-lane	2-lane	3-lane	4-lane	2-lane	3-lane	4-lane
Rumble Strips	-	-	-	-	!	!	+	!	+	+
Reallocation of Pavement Space	-	-	+	+	+	+	!	+	+	-
Curb Extension	+	+	+	+	!	!	!	+	+	+
Choker	+	!	+	!	!	!	-	+	!	-
Chicane	+	!	+	!	!	!	-	!	!	-
Speed Hump	+	+	!	!	-	-	-	!	-	-
High-Impact Physical Design										
Raised Crosswalk	+	+	!	!	-	-	-	!	-	-
Raised Intersection	+	+	!	!	-	-	-	!	-	-
Median Refuge Island (intersection treatment)	+	!	+	!	+	!	!	+	!	!
Median Island (midblock treatment)	+	+	+	+	!	!	!	+	+	!
Neighborhood Traffic Circle	+	-	+	-	+	-	-	!	-	-
Road Closure	+	+	+	+	!	-	-	!	-	-
Other Traffic Calming										
Parking Conversion ² (or modification of parking space)	!	!	!	!	!	!	+	!	!	+

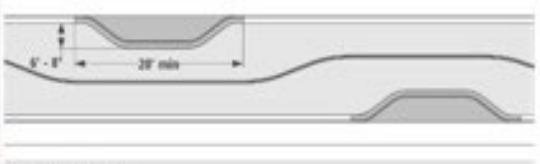
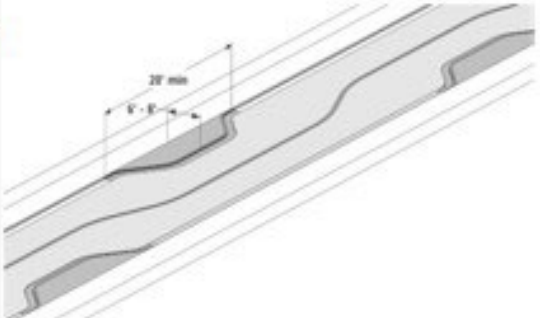
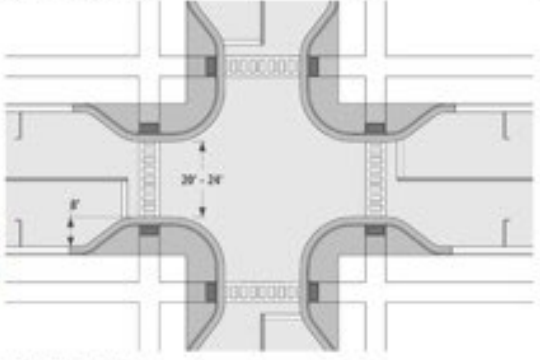
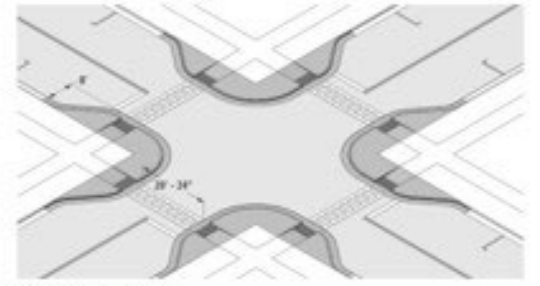
¹ Street Typology represents the priority mode for the specific street. This does not suggest that other modes are not in use.

² Parking Conversion is context dependent, but may refer to widening of on-street parking to restrict the travel lane or conversion of angled- to parallel-parking.

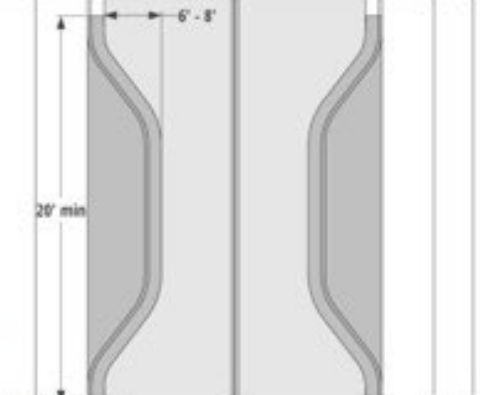
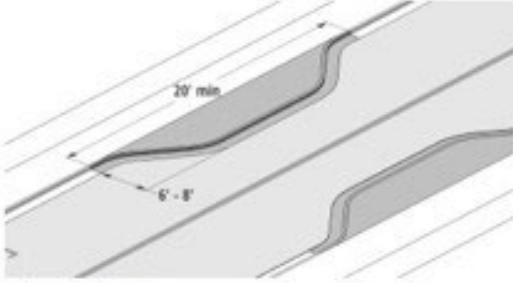
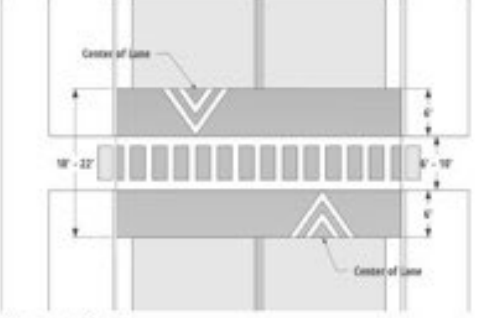
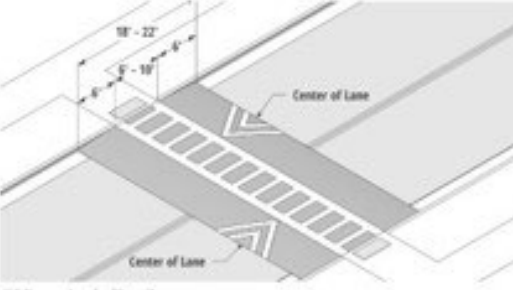
³ See Plan BT1 - Walk/Bike Corridor, Neighborhood and Downtown Slow Zones. — Not applicable to Essex Junction at this time

6.3 List of Common Traffic Calming Interventions in Vermont

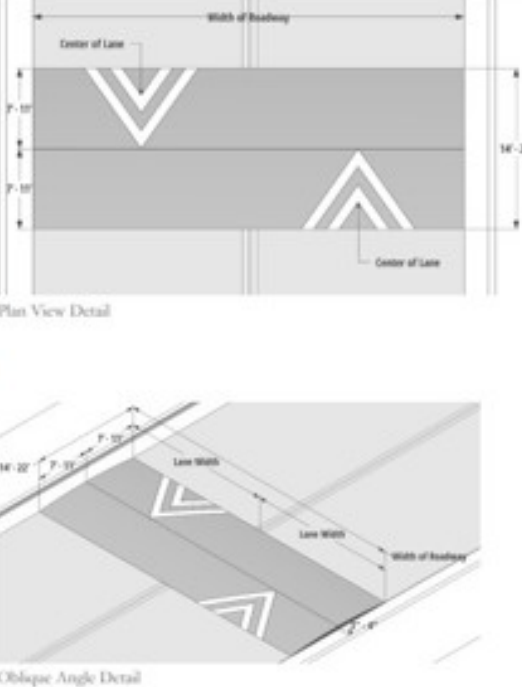
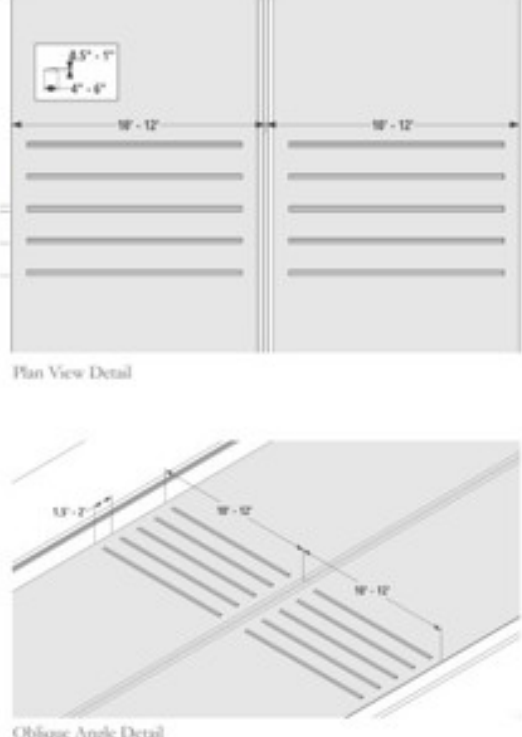
The following is a list of common traffic calming interventions used in Vermont. It is not exhaustive- other interventions may be recommended based on professional judgement.

Strategy	Description	Picture
Chicane	Alternating curves or lane shifts that force a motorist to steer back and forth. Created with alternating curb extensions and can also be achieved by alternating on-street parking. Increases the amount of public space available on a corridor and can be activated using benches, bicycle parking, and other amenities.	 <p>Plan View Detail</p>  <p>Oblique Angle Detail</p>
Curb Extension/ Bulb Out	Bulb-outs reduce width at an intersection or midblock crossing by reconstructing the curb line in a "bulb" fashion, providing shorter crossing distances, narrower lanes, space for furniture or landscaping, and improving visibility of waiting pedestrians, all of which work to reduce vehicle speeds.	 <p>Plan View Detail</p>  <p>Oblique Angle Detail</p>

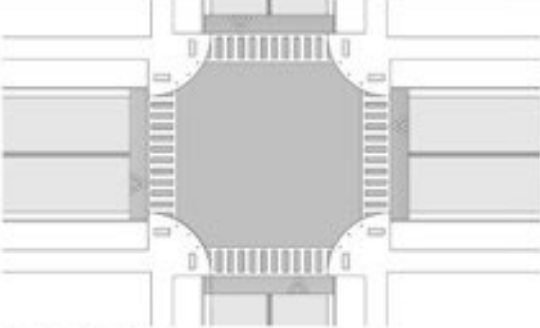
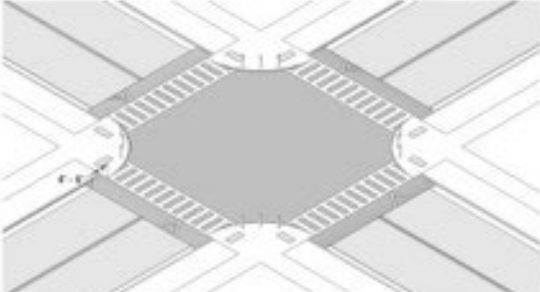

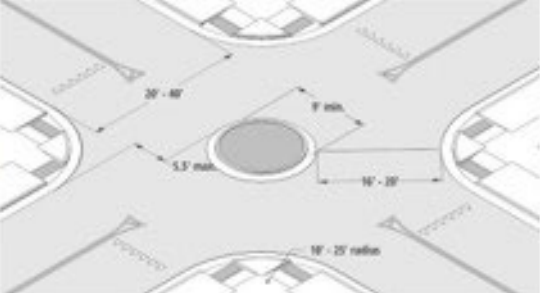
Images from 2020 City of Burlington Traffic Calming Manual

Strategy	Description	Picture
Choker	Narrowing of a roadway using curb extensions or roadside islands. It can be created by a pair of curb extensions at a midblock location that narrows the street by widening the sidewalk or planting a strip. A choker can also be created using roadside islands or a curb extension with parking on the opposite side. Pinchpoints can facilitate midblock pedestrian crossings of low-volume streets.	 <p>Plan View Detail</p>  <p>Oblique Angle Detail</p>
Raised Crosswalk	Raised area perpendicular to roadway with pedestrian crosswalk atop, using vertical deflection to reduce vehicle speeds. Height varies based on roadway type. Appropriate at midblock & intersections.	 <p>Plan View Detail</p>  <p>Oblique Angle Detail</p>

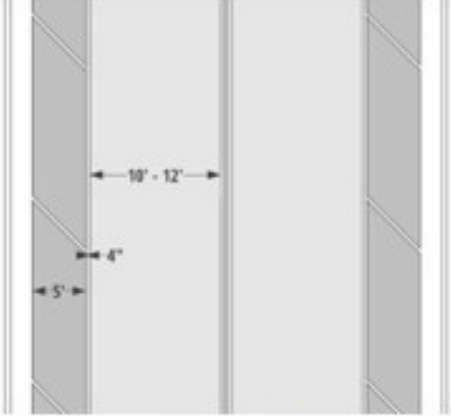
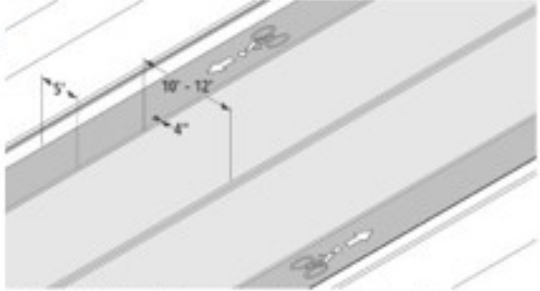
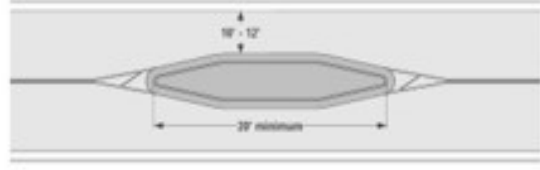
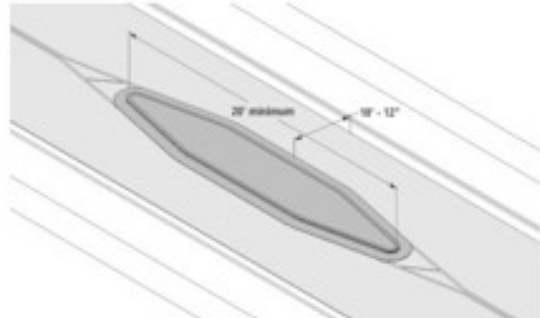
Images from 2020 City of Burlington Traffic Calming Manual

Strategy	Description	Picture
Speed Hump	<p>Elongated mound in roadway, perpendicular to traffic flow that uses vertical deflection to slow traffic speeds on low volume, low-speed roads. Speed humps are 3–4 inches high and 12–14 feet wide, with a ramp length of 3–6 feet, depending on target speed. Warning signs and pavement markings are installed in advance and at the speed humps. Speed humps cannot be placed in front of driveways or other significant access areas.</p>	 <p>The plan view detail shows a cross-section of a roadway with a central hump. The hump is 12-14 feet wide and 3-4 inches high. The ramp length is 3-6 feet. The center of the lane is marked. The oblique angle detail shows the hump from a perspective view, highlighting the lane width and the width of the roadway.</p>
Rumble Strips	<p>Rumble strips are patterned sections of rough pavement or topical applications of raised material perpendicular to the direction of travel that cause vibration and noise when driven over by the operator of a motor vehicle. Noise and vibration direct the motorist's attention back to the roadway. FHWA-approved treatments include white and black painted stripes. Avoid conflicts with driveways. Typical spacing is 50-100 feet apart, depending on the speed limit.</p>	 <p>The plan view detail shows a cross-section of a roadway with two lanes, each 10-12 feet wide. Rumble strips are installed across both lanes. The oblique angle detail shows the rumble strips from a perspective view, highlighting the lane width and the width of the roadway.</p>

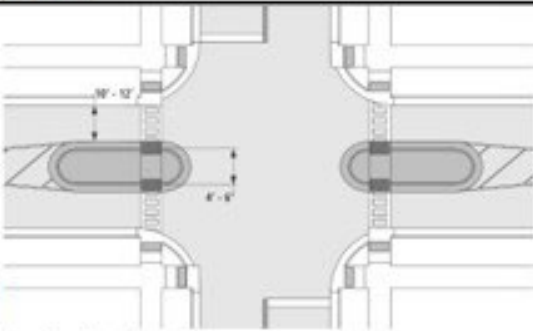
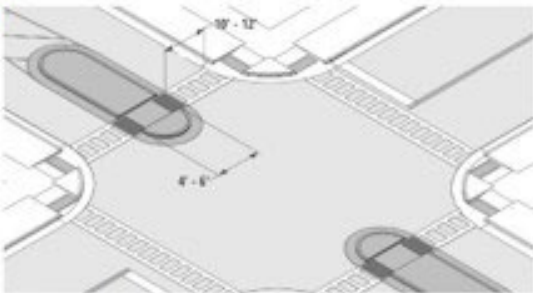
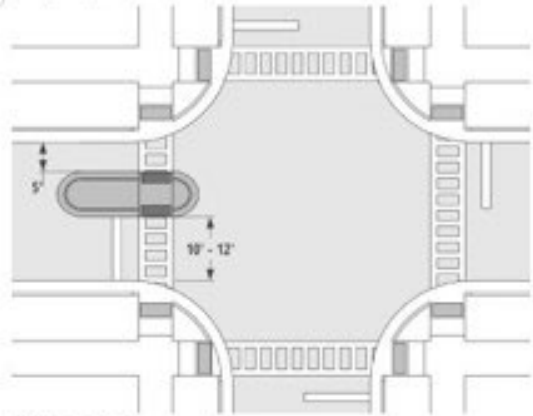
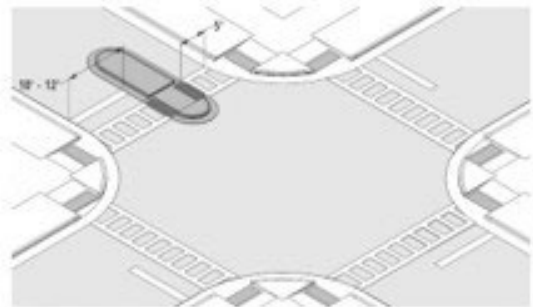
Images from 2020 City of Burlington Traffic Calming Manual

Strategy	Description	Picture
Raised Intersection	Flat, raised area covering an entire intersection, including crosswalks, with ramps at all approaches. May be accompanied by brick or other decorative materials and textures. A raised intersection typically rises no more than three (3) inches.	 <p>Plan View Detail</p>
		 <p>Oblique Angle Detail</p>
Neighborhood Traffic Circle	A traffic circle is a raised island placed within an unsignalized intersection around which traffic circulates. The circle may have Stop or Yield signs on the intersection approaches. The island forces a motorist to use reduced speed when entering and passing through an intersection. Though similar to a roundabout, traffic circles do not follow modern design roundabout principles, as the approach has no horizontal deflection.	 <p>Plan View Detail</p>
		 <p>Oblique Angle Detail</p>


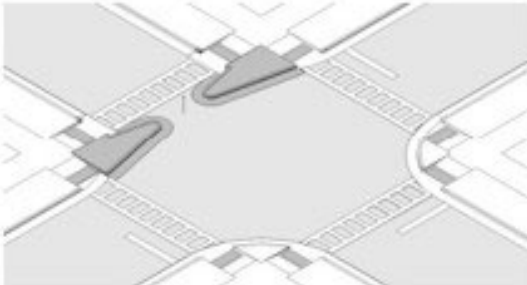
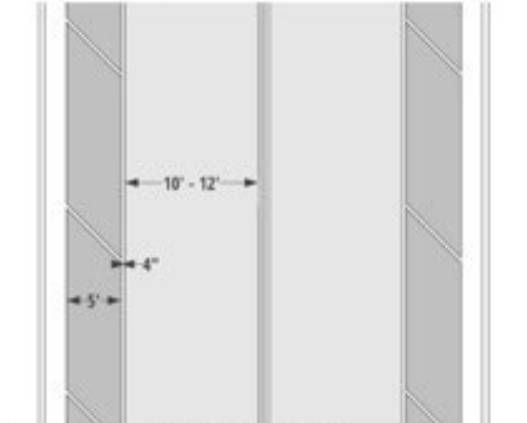
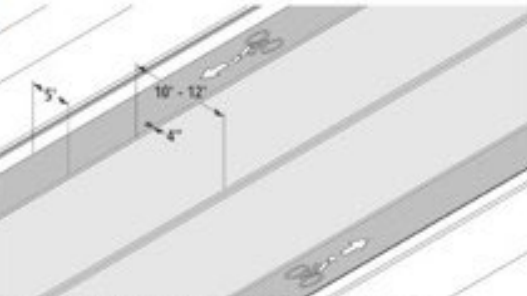
Images from 2020 City of Burlington Traffic Calming Manual

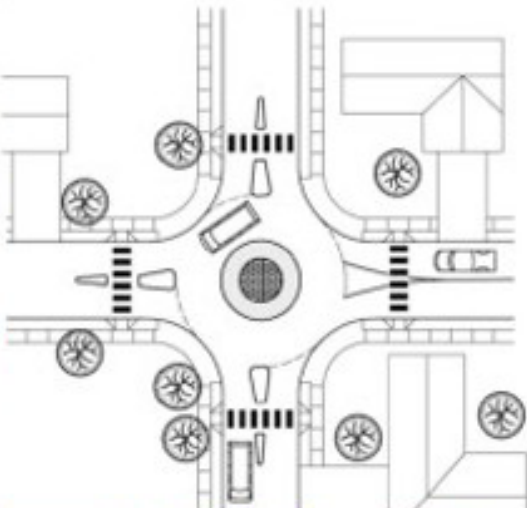

Strategy	Description	Picture
Road Diet	<p>Road diets involve reducing the width or number of vehicular travel lanes and reallocating that space for other uses such as bicycle lanes, pedestrian crossing islands, left turn lanes, or parking. A typical road diet converts a four-lane road into a five-lane road with two through lanes, a center left-turn lane, and two bike lanes.</p>	 <p>Plan View Detail (Roadway striping as lane diet)</p>  <p>Oblique Angle Detail (Conventional bike lanes as lane diet)</p>
Mid-Block Median Island	<p>Mid-block median islands are islands in the center of a road to reduce roadway width and provide refuge areas for pedestrians to decrease the crosswalk length that is exposed to traffic. This speeding countermeasure is particularly appropriate for wide and/or multilane roads.</p>	 <p>Plan View Detail</p>  <p>Oblique Angle Detail</p>

Images from 2020 City of Burlington Traffic Calming Manual



Strategy	Description	Picture
Intersection Median Island	A median located at an intersection along the centerline that narrows the travel lanes. A median island may be a painted area or a raised curb, with or without landscaping. A central cutout can create a pedestrian refuge.	 <p>Plan View Detail</p>  <p>Oblique Angle Detail</p>
Partial Street Closure	A partial closure is a physical barrier that blocks vehicles from travelling in one direction for a short distance on an otherwise two-way street. A partial closure can block either traffic entering the side or exiting the side street, depending on its placement. The traffic movement that is obstructed is rerouted along an alternative path.	 <p>Plan View Detail</p>  <p>Oblique Angle Detail</p>

Images from 2020 City of Burlington Traffic Calming Manual

Strategy	Description	Picture
Full Street Closure	Physical barrier, whether at an intersection or midblock, that is placed across a street to close the street completely to through vehicle traffic. A full closure can be designed to allow bicyclists and pedestrians to pass through. An operational analysis shall be completed prior to considering this treatment.	 <p>Images from 2020 City of Burlington Traffic Calming Manual</p> <p>Plan View Detail</p>  <p>Oblique Angle Detail</p>
Lane Narrowing	Narrowing involves the reduction in the striped lane width or the curb-to-curb width of a street to encourage drivers to reduce speed. Lanes can be narrowed using pavement markings, removable vertical traffic control devices, or permanent installations such as medians, curbing, or a road diet.	 <p>Plan View Detail (Roadway striping as lane diet)</p>  <p>Oblique Angle Detail (Conventional bike lanes as lane diet)</p>

Strategy	Description	Picture
Lateral Shift	<p>A lateral shift is a realignment of the travel lanes and centerline of an otherwise straight roadway away from a straight line. A typical lateral shift separates opposing traffic using a median island or pavement markings, but strategically placed curb extensions or shoulder obstructions can also be used.</p>	
Mini-Roundabout	<p>Mini-roundabouts are functionally similar to regular roundabouts, except the diameter is smaller and the central island is sometimes traversable. Motorists must yield to pedestrians and vehicles already in the intersection, so geometric features and yield control maintain low speeds in a village or town center.</p>	
Radar Speed Feedback Signs	<p>Radar speed feedback signs (RSFS) provide a realtime dynamic display of a driver's speed to encourage compliance with posted speed limits. Used in conjunction with a regulatory speed limit sign, drivers receive immediate confirmation of their actual speed in comparison to the speed limit.</p>	

Images from 2023VTrans Speeding Countermeasures Toolbox

Strategy	Description	Picture
Transverse Line Markings	Transverse line markings are placed within a lane with progressively reduced spacing to give drivers the impression that their speed is increasing. They consist of a parallel series of white transverse lines on both sides of the lane that are perpendicular to the center line, edge line, or lane line.	
Gateway Signing/Landscaping	“Gateways” are sign installations that may include landscaping at the border of a town center or village that identify the community for motorists. Gateway signs provide an indication to motorists that they are entering a denser region of land use, pedestrian, and motor vehicle activities where lower speeds prevail.	
Transverse Mumble Strips	Transverse mumble strips are a series of strips of grooved pavement across the lane to alert drivers to the need to be more aware and reduce speeds. They are shallower and less sharp than traditional rumble strips, so are less disturbing to nearby residents, but still alert drivers to reduce speeds.	
Pavement Word Marking	[SLOW] pavement markings advise drivers to proceed slowly with increased attention, as when other countermeasures are present that require speeds lower than the posted speed limit. [-- MPH] pavement markings supplement speed limit signs to remind drivers of the lawful speed limit.	

Images from 2023VTrans Speeding Countermeasures Toolbox

7. Project Funding

Small projects (Under \$5,000) or pilot projects may be funded through the General operating budget. Larger projects, such as the conversion of pilot projects to permanent installations, will need to be considered through the City's Capital Program or be funded through state and federal grants in subsequent years.

8. Operational Considerations

When designing and selecting traffic calming measures, it is essential to account for the operational impact on the City's Public Works Department—particularly for snow removal and seasonal maintenance. Some traffic calming features may be incompatible with winter operations and therefore not feasible, while others may add manageable but additional labor demands.

City staff will evaluate each proposed treatment in consultation with Public Works to ensure that selected measures can be maintained effectively throughout the year. In general, most traffic calming installations will increase operational complexity to some degree which can require more time, precision, or specialized equipment. Treatments that pose significant barriers to maintenance or safety operations may be modified or excluded from consideration.

Traffic calming designs should aim to balance the goals of traffic safety with the City's capacity to maintain public infrastructure efficiently and reliably.

9. Review and Adjustment of Speed Limits

In some cases, the analysis within this policy may reveal that the 85th percentile speed on a roadway is significantly higher than the posted speed limit. When crash data is low and the roadway design supports higher speeds—such as with wide lanes, long sight distances, and limited pedestrian conflict—this may indicate that the current speed limit is set below what is appropriate for the roadway.

In these circumstances a more comprehensive evaluation will be needed to ensure whether a speed limit adjustment may be warranted, in accordance with Vermont law and engineering standards, including National Association of City Transportation Officials (NACTO) guidance on urban street design. Any changes to speed limits will consider roadway design, functional classification, traffic volumes, crash history, and the intended use of the street. The most comprehensive way to address these analyses will be to hold them and approve them through a city wide transportation plan process.

TRUSTEES' POLICY REGARDING TRAFFIC CALMING

Preamble: The intent of traffic calming is to raise awareness and slow down traffic. However, any traffic calming measures must allow motorists to drive the posted speed limit in a safe manner. Traffic calming measures must also take into consideration road maintenance (i.e., snow removal, etc.), emergency management services and the potential impact on other residential streets (i.e., significant traffic diversion onto other Class 3 roads, etc.). Traffic cones and speed tables have been found to satisfy these criteria.

Purpose: To establish guidelines for the prioritization and installation of traffic cones and speed tables to help protect the public health, safety, and welfare.

Section 1. "Keep Kids Alive Drive 25" Cones

By calling the Village Manager's office at 878-6944, any citizen on a Class 3 road may request a set of "Keep Kids Alive Drive 25" cones with the following conditions:

1. Cones must be placed adjacent to the edge of pavement.
2. Cones shall not be placed within 250 feet of a signalized intersection.
3. Cones shall not be placed within designated municipal parking spaces.
4. Cones must not be placed in front of a driveway or otherwise interfere with entering or exiting.
5. Cones shall not be allowed within the public right-of-way from December 1st through April 1st.

The Village of Essex Junction and Essex Police Department reserves the right to remove any traffic cones that are not in compliance with this policy, interferes with the maintenance of public infrastructure, or creates a safety hazard.

Section 2. Speed Table Approval Process

Any resident can request speed enforcement by contacting the Essex Police Department at 878-8331.

Any resident can request a speed study by calling the Village Manager's office at 878-6944. If the speed study indicates the 85th percentile speed is 5 mph or above the speed limit in either direction, residents of a street can request a speed table(s) if 70% of the households sign a petition and submit it to the Village Manager.

Speed studies will be conducted from May 1st through September 30th. All petitions must be received by October 15, in order to be considered in the prioritization process for the upcoming budget year.

The Trustees reserve the right to order the installation of a speed table(s) without resident approval.

Section 3. Priority Ranking

It is anticipated that there will be more requests for funding of speed tables than the annual budget could support. Therefore, the following criteria will be used to establish a base formula from which to rank projects for funding during budget development. Sites shall be ranked based on the cumulative total points. A site with the greatest number of total points shall be considered to have the highest priority. A list shall be established with descending order of total cumulative points, with earliest date of application having a higher priority when sites have the same number of cumulative points.

The following criteria will be used to rank the sites:

- Traffic volume (24 hour)
- Traffic volume (peak hour)
- Speed
- Accident data
- Activity generators

Traffic Volume (24 hour)

Traffic volumes will be measured for a 24 hour period on the streets in the traffic calming area. Points will be allocated based on the following table.

24 hour volume	Points
0-250	1
250-500	2
500-750	3
750-1000	4
1000+	5

Traffic Volume (Peak Hour)

Traffic volumes will be measured during the peak hour for both directions on the streets in the traffic calming area. Points will be allocated based on the following table.

Peak Hour Volume (vehicles per hour in both directions)	Points
0-50	1
50-75	2
75-100	3
100-125	4
125+	5

Traffic Speed

The site specific existing 85th percentile speed will be used in the evaluation process, and not the posted speed limit. [All Class 3 roads in the Village of Essex Junction are posted at 25 mph.] Points will be allocated based on the following table.

Site specific 85th percentile speed	Points
Within speed limit	0
5-10 mph above speed limit	5
10-15 mph above speed limit	10
15+ mph above speed limit	15

Accident Data

Site specific evaluation shall be limited to accidents in the traffic calming area. The analysis shall be limited to the total number of reported accidents over a period of the recent past three years. One point shall be assigned for each reported accident that is susceptible to correction by a traffic calming measure.

Activity Generators

Points for features will be assigned based on the type of activities on that street. Generators will be considered in terms of likely pedestrian and bicycle activity. The following table will act as a guide.

Activity Generators	Points
A street with a mid-block crosswalk or school crossing guard	5
A street with a public school	5
A street with a public park	5

Section 4. Appeal

If person(s) think that there are unique circumstances that require a higher prioritization, they may write a letter to the Village Trustees, c/o Village Manager, 2 Lincoln Street, Essex Junction, VT 05452.

Section 5. Funding

Budget: Requests for speed tables shall be prioritized in the Fall of each year for consideration as part of the proposed General Fund Budget or the General Fund Capital Budget in a subsequent fiscal year.

Special Assessment: If traffic calming is determined to be warranted, but money is not readily available for implementation, all affected parties may agree to pay for the improvements in accordance with 24 V.S.A., Chapter 87.

Section 6. Removal or Suspension

The Village Trustees reserve the right to direct the immediate removal and/or suspension of any traffic calming measure(s).

Adopted by the Village Trustees on 1/27/04. Revised 7/13/04, 8/10/04 and 8/26/14.

PETITION FOR SPEED TABLES

**We, the undersigned, request speed table(s) be installed on _____,
a residential street in the Village of Essex Junction, Vermont.**

SIGNATURE

PRINT NAME (first, last)

STREET ADDRESS

This image shows a full page of blank, lined paper. It features approximately 28 horizontal black lines spaced evenly across the page, typical of notebook paper. The lines are thin and extend from the left edge to the right edge. There are no margins, text, or other markings on the page.

Site Code: {Site Code}

Station ID: {Station ID}

Location 1: {Location 1}

Location 2: {Location 2}

Location 3: {Location 3}

Location 4: {Location 4}

Comment 1: {Comment 1}

Comment 2: {Comment 2}

Comment 3: {Comment 3}

Comment 4: {Comment 4}

Latitude: {Latitude}

Longitude: {Longitude}

Combined Lanes 10/4/2023 to 10/22/2023

Peak Analysis

Classes Excluded From Peaks: None

Date	AM Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor	Pm Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor
10/4/2023	No Volume					7:18 PM	45	7:18 PM	21	0.54
10/5/2023	7:42 AM	122	8:15 AM	40	0.76	2:45 PM	112	3:13 PM	33	0.85
10/6/2023	10:21 AM	76	11:02 AM	25	0.76	3:12 PM	104	3:37 PM	32	0.81
10/7/2023	10:59 AM	57	11:06 AM	18	0.79	12:01 PM	79	12:06 PM	28	0.71
10/8/2023	10:57 AM	73	11:15 AM	21	0.87	12:02 PM	74	12:04 PM	24	0.77
10/9/2023	9:30 AM	57	10:04 AM	19	0.75	4:29 PM	110	5:08 PM	36	0.76
10/10/2023	7:38 AM	125	7:41 AM	36	0.87	12:00 PM	3	12:00 PM	3	0.25

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
20 - 29	3,702	77.5%

Percentile Speeds

Percentile	50th	85th	100th
Speed - MPH	24	28.1	92.4

Vehicles Traveling Greater Than 11.0 MPH

Total Volume	16,911
Total Greater Than 11.0	16,778
Percent Greater Than 11.0	99.2%

Mean, Median, and Mode Averages

Mean:	24.5
Median (50th %):	24.3
Mode:	24.5

Classification Statistics

Unclassed
16911
100.0%

Site Code: {Site Code}

Station ID: {Station ID}

Location 1: {Location 1}

Location 2: {Location 2}

Location 3: {Location 3}

Location 4: {Location 4}

Comment 1: {Comment 1}

Comment 2: {Comment 2}

Comment 3: {Comment 3}

Comment 4: {Comment 4}

Latitude: {Latitude}

Longitude: {Longitude}

Combined Lanes 4/29/2024 to 5/15/2024

Peak Analysis

Classes Excluded From Peaks: None

Date	AM Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor	Pm Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor
4/29/2024	7:48 AM	122	8:20 AM	43	0.71	3:23 PM	124	3:23 PM	40	0.78
4/30/2024	7:47 AM	142	7:49 AM	48	0.74	2:44 PM	133	3:15 PM	42	0.79
5/1/2024	7:09 AM	102	7:19 AM	35	0.73	4:34 PM	135	5:13 PM	44	0.77
5/2/2024	8:08 AM	115	8:12 AM	46	0.63	3:08 PM	154	3:27 PM	51	0.75
5/3/2024	7:42 AM	129	7:42 AM	38	0.85	2:47 PM	147	3:20 PM	52	0.71
5/4/2024	9:44 AM	81	9:44 AM	25	0.81	3:36 PM	85	3:37 PM	28	0.76
5/5/2024	10:57 AM	61	11:05 AM	19	0.80	12:00 PM	59	12:22 PM	22	0.67
5/6/2024	7:43 AM	136	8:27 AM	48	0.71	No Volume				

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
21 - 30	6,055	78.4%

Percentile Speeds

Percentile	50th	85th
Speed - MPH	25.3	29.6

Vehicles Traveling Greater Than 11.0 MPH

Total Volume	18,697
Total Greater Than 11.0	18,551
Percent Greater Than 11.0	99.2%

Mean, Median, and Mode Averages

Mean:	25.0
Median (50th %):	25.0
Mode:	25.6

Classification Statistics

Unclassed
18697
100.0%

Default Report Title
Use Preferences to Define Titles

Site Code: {Site Code}
Station ID: {Station ID}
Location 1: {Location 1}
Location 2: {Location 2}
Location 3: {Location 3}
Location 4: {Location 4}

Comment 1: {Comment 1}
Comment 2: {Comment 2}
Comment 3: {Comment 3}
Comment 4: {Comment 4}
Latitude: {Latitude}
Longitude: {Longitude}

Combined Lanes 9/11/2023 to 9/18/2023

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
24 - 33	6,100	71.0%

Percentile Speeds

Percentile	85th
Speed - MPH	33.6

Vehicles Traveling Greater Than 12.0 MPH

Total Volume	8,590
Total Greater Than 12.0	8,528
Percent Greater Than 12.0	99.3%

Mean, Median, and Mode Averages

Mean:	28.8
Median (50th %):	28.5
Mode:	27.2

Classification Statistics

Unclassed

8590
100.0%

Default Report Title
Use Preferences to Define Titles

Site Code: {Site Code}
Station ID: {Station ID}
Location 1: {Location 1}
Location 2: {Location 2}
Location 3: {Location 3}
Location 4: {Location 4}

Comment 1: {Comment 1}
Comment 2: {Comment 2}
Comment 3: {Comment 3}
Comment 4: {Comment 4}
Latitude: {Latitude}
Longitude: {Longitude}

Combined Lanes 9/25/2023 to 10/4/2023

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
24 - 33	8,031	70.5%

Percentile Speeds

Percentile	85th
Speed - MPH	34

Vehicles Traveling Greater Than 12.0 MPH

Total Volume	11,392
Total Greater Than 12.0	11,309
Percent Greater Than 12.0	99.3%

Mean, Median, and Mode Averages

Mean:	29.1
Median (50th %):	29.0
Mode:	30.6

Classification Statistics

Unclassed
11392
100.0%

Best Times for Speed Enforcement

Location

29 Grove Street

Closest Cross Street

GMP Pole 23996

Analysis Dates

Start: 9/11/2023

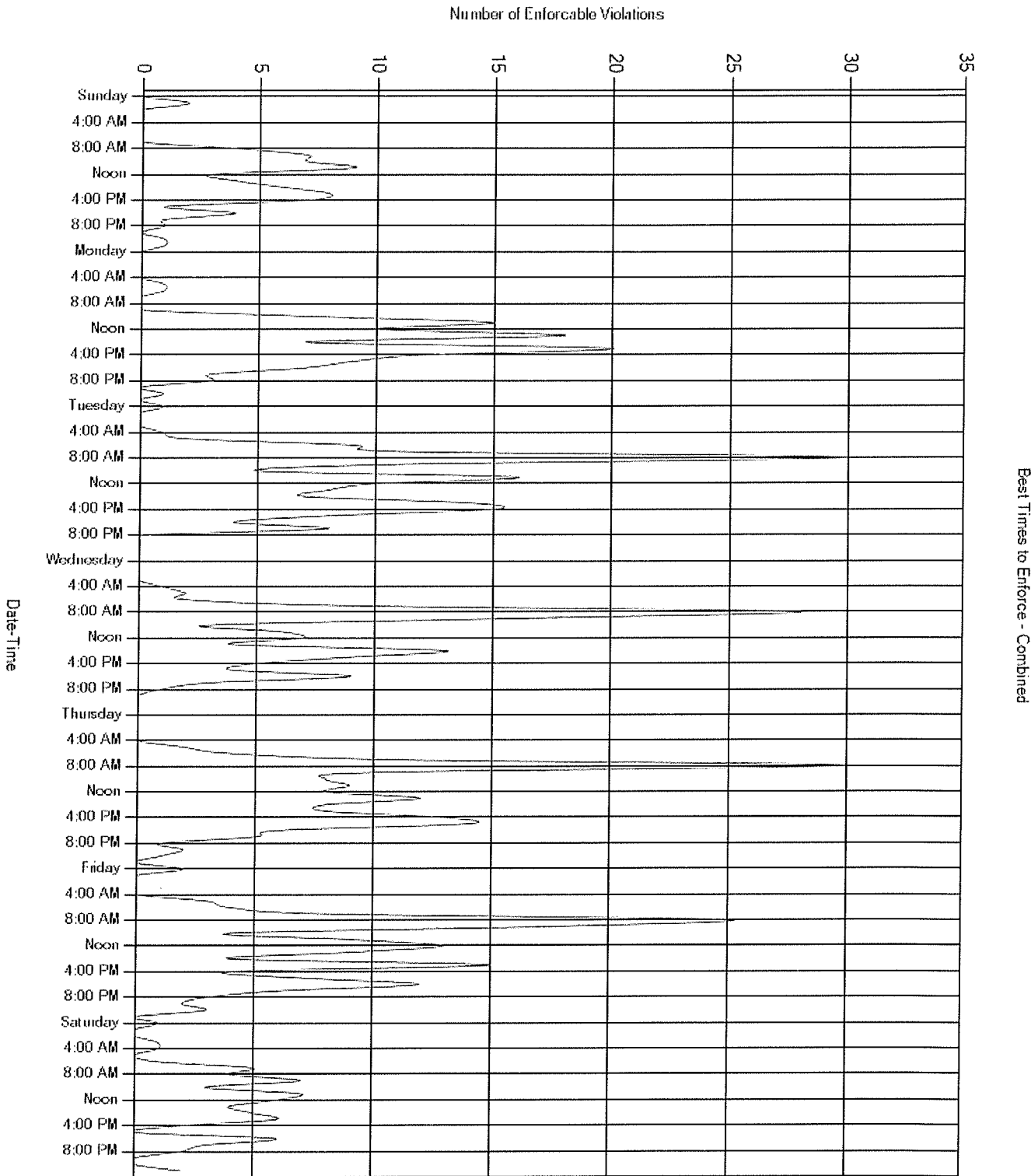
End: 10/4/2023

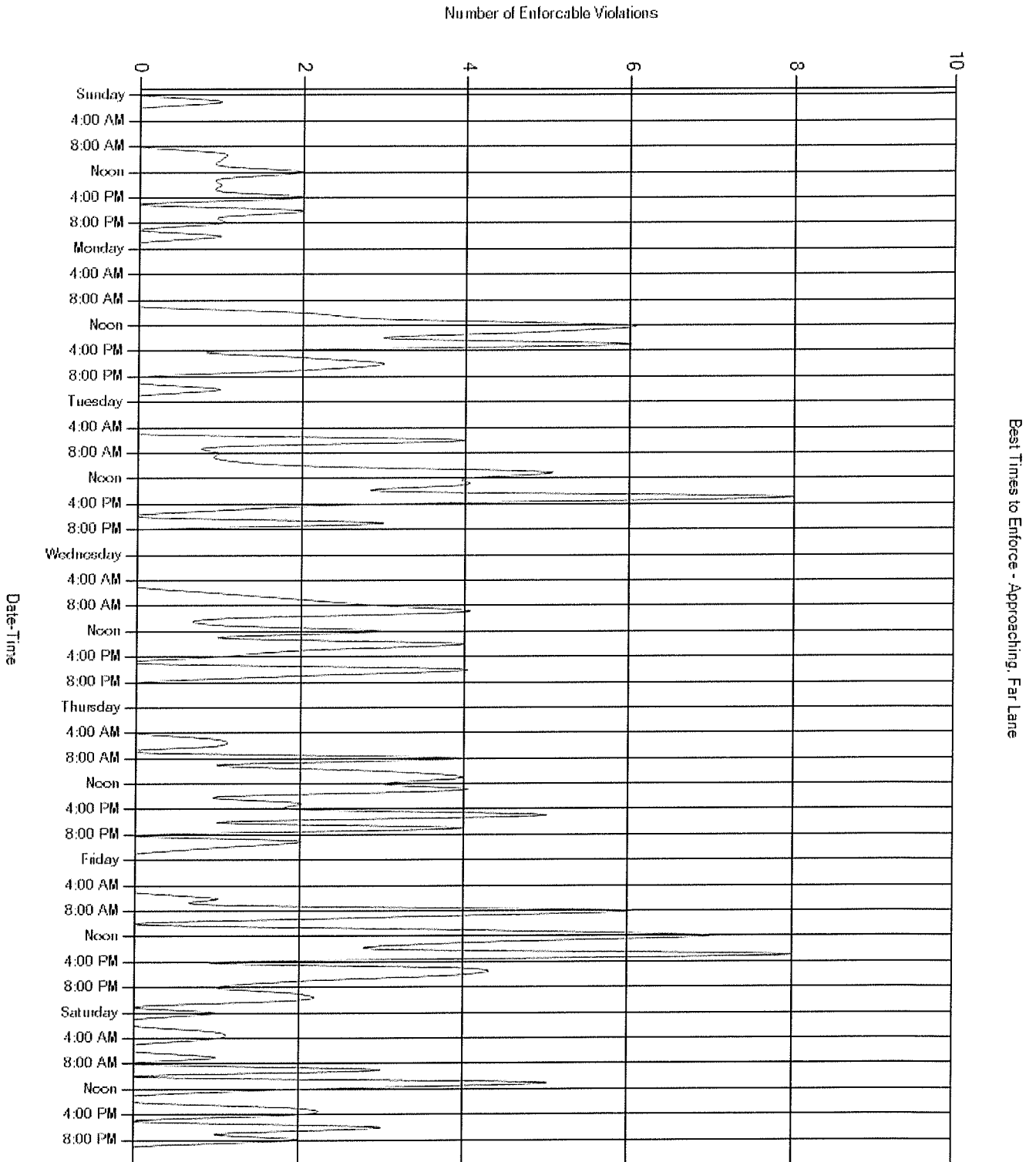
Equipment Used

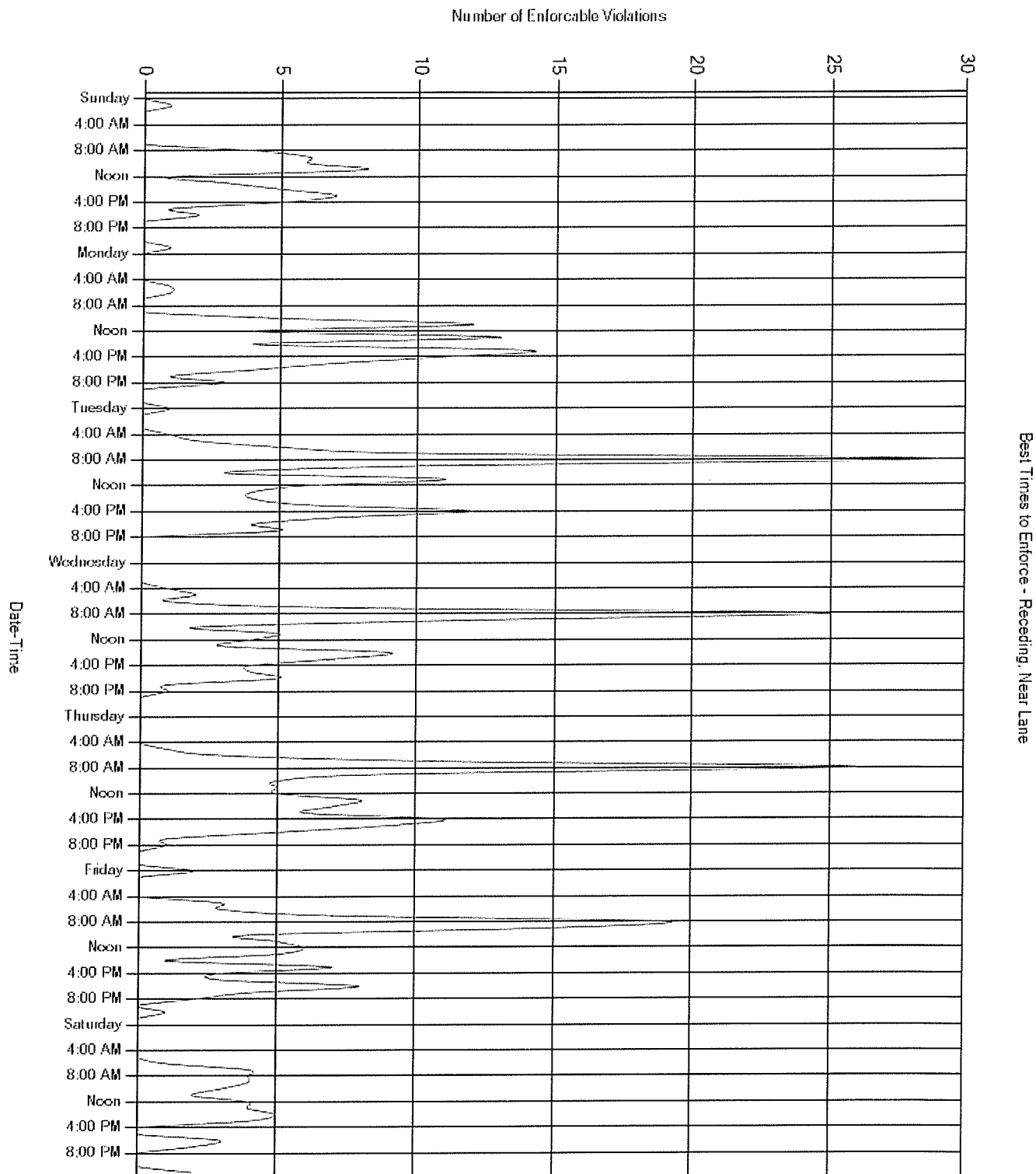
Jamar Radar

	Combined		Approaching, Far Lane		Receding, Near Lane	
	AM	PM	AM	PM	AM	PM
Monday	11:00 - 12:00	3:00 - 4:00	11:00 - 12:00	12:00 - 1:00	11:00 - 12:00	3:00 - 4:00
Tuesday	8:00 - 9:00	4:00 - 5:00	11:00 - 12:00	3:00 - 4:00	8:00 - 9:00	4:00 - 5:00
Wednesday	8:00 - 9:00	2:00 - 3:00	9:00 - 10:00	2:00 - 3:00	8:00 - 9:00	2:00 - 3:00
Thursday	8:00 - 9:00	5:00 - 6:00	8:00 - 9:00	5:00 - 6:00	8:00 - 9:00	4:00 - 5:00
Friday	8:00 - 9:00	3:00 - 4:00	8:00 - 9:00	3:00 - 4:00	8:00 - 9:00	6:00 - 7:00
Saturday	9:00 - 10:00	12:00 - 1:00	11:00 - 12:00	6:00 - 7:00	7:00 - 8:00	2:00 - 3:00
Sunday	11:00 - 12:00	3:00 - 4:00	1:00 - 2:00	12:00 - 1:00	11:00 - 12:00	3:00 - 4:00

	Combined		Approaching, Far Lane		Receding, Near Lane	
Monday	3:00PM - 5:00PM		12:00PM - 2:00PM		3:00PM - 5:00PM	
Tuesday	8:00AM - 10:00AM		3:00PM - 5:00PM		8:00AM - 10:00AM	
Wednesday	8:00AM - 10:00AM		9:00AM - 11:00AM		8:00AM - 10:00AM	
Thursday	8:00AM - 10:00AM		5:00PM - 7:00PM		8:00AM - 10:00AM	
Friday	8:00AM - 10:00AM		3:00PM - 5:00PM		8:00AM - 10:00AM	
Saturday	9:00AM - 11:00AM		11:00AM - 1:00PM		2:00PM - 4:00PM	
Sunday	11:00AM - 1:00PM		12:00PM - 2:00PM		11:00AM - 1:00PM	







Best Times for Speed Enforcement

Location

29 Grove Street

Closest Cross Street

GMP Pole 23996

Analysis Dates

Start: 9/25/2023

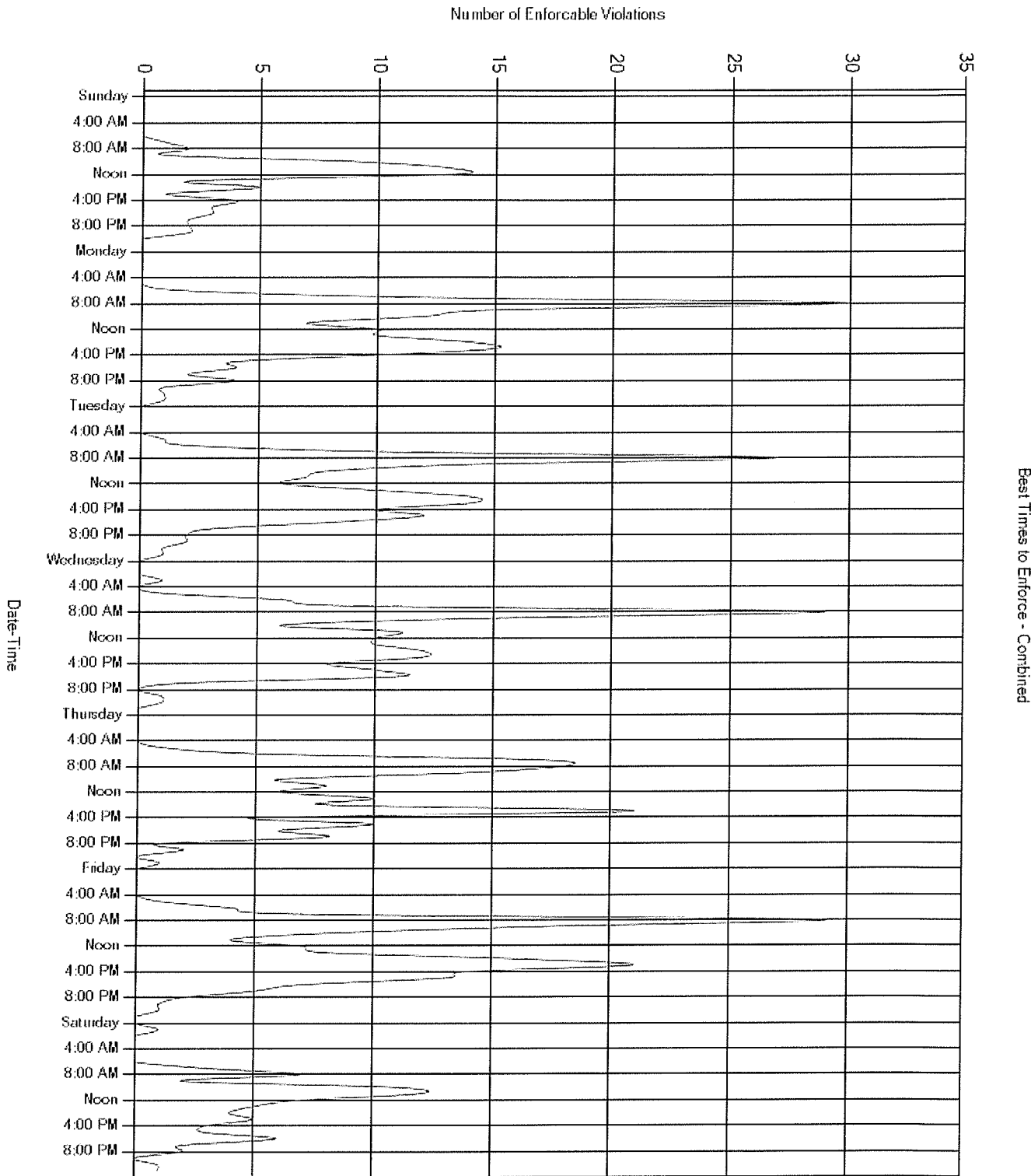
End: 10/4/2023

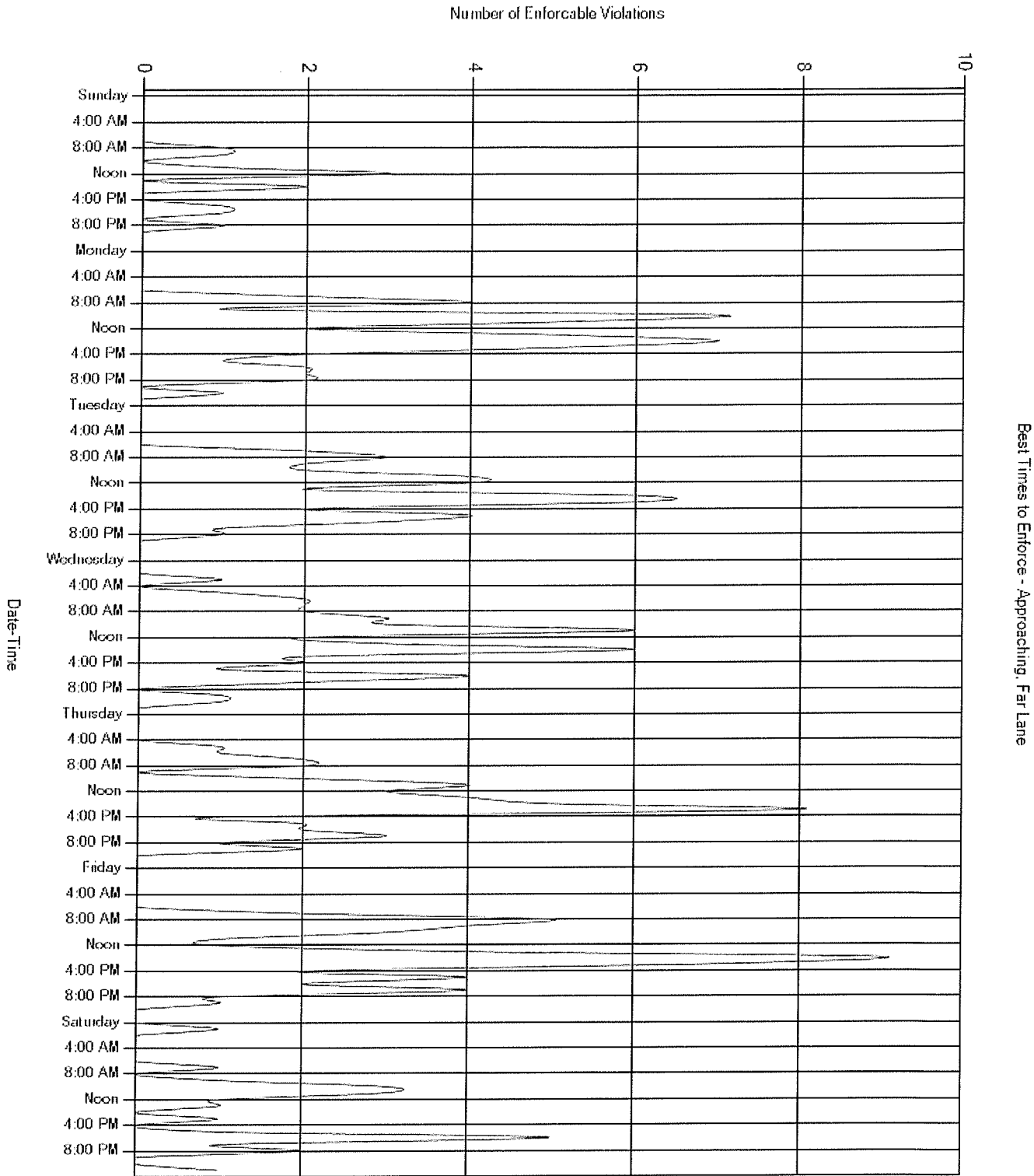
Equipment Used

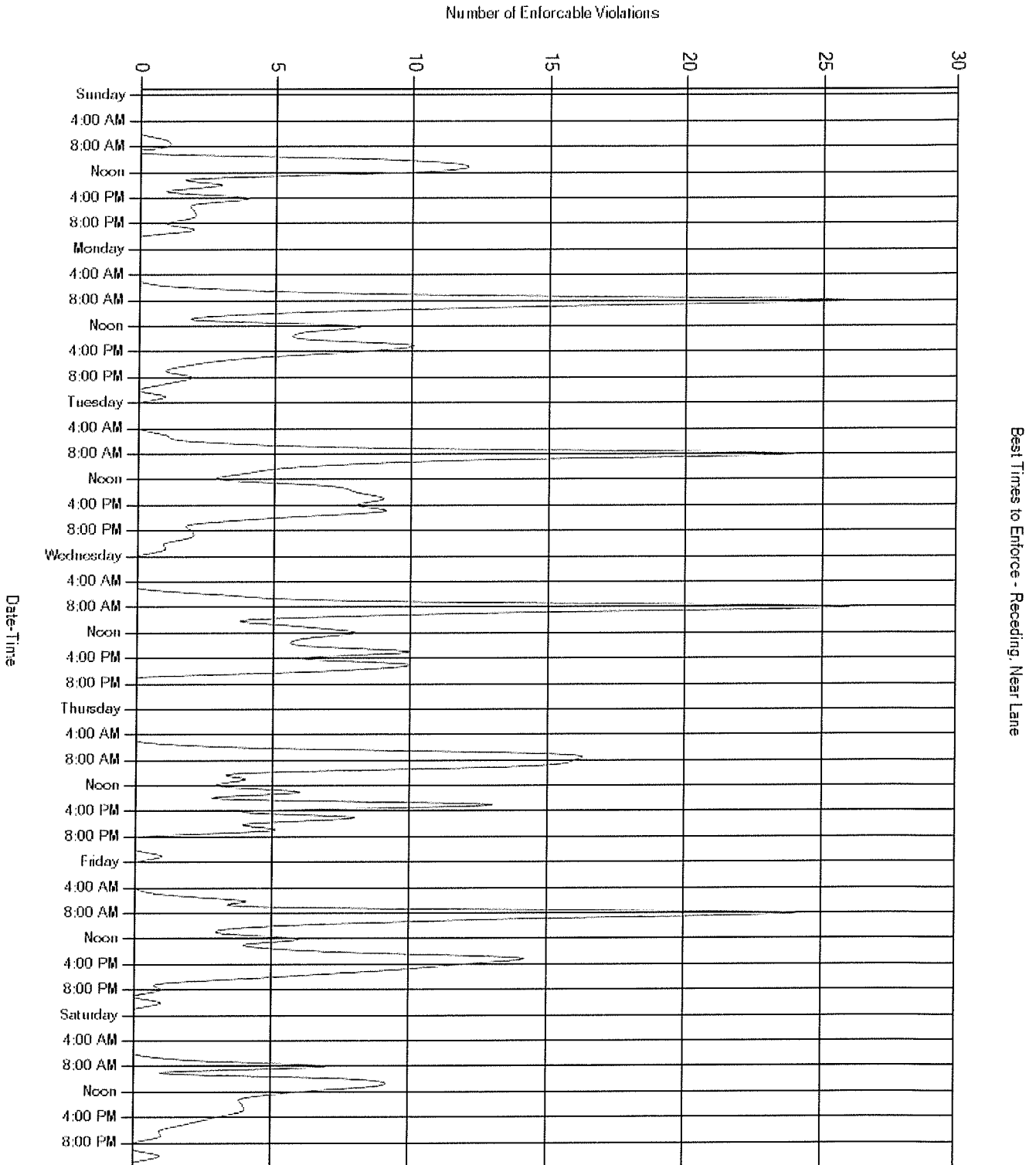
Jamar Radar

	Combined		Approaching, Far Lane		Receding, Near Lane	
	AM	PM	AM	PM	AM	PM
Monday	8:00 - 9:00	3:00 - 4:00	10:00 - 11:00	2:00 - 3:00	8:00 - 9:00	3:00 - 4:00
Tuesday	8:00 - 9:00	2:00 - 3:00	11:00 - 12:00	2:00 - 3:00	8:00 - 9:00	3:00 - 4:00
Wednesday	8:00 - 9:00	2:00 - 3:00	11:00 - 12:00	2:00 - 3:00	8:00 - 9:00	3:00 - 4:00
Thursday	8:00 - 9:00	3:00 - 4:00	11:00 - 12:00	3:00 - 4:00	8:00 - 9:00	3:00 - 4:00
Friday	8:00 - 9:00	3:00 - 4:00	8:00 - 9:00	2:00 - 3:00	8:00 - 9:00	3:00 - 4:00
Saturday	11:00 - 12:00	12:00 - 1:00	10:00 - 11:00	6:00 - 7:00	11:00 - 12:00	12:00 - 1:00
Sunday	11:00 - 12:00	12:00 - 1:00	8:00 - 9:00	12:00 - 1:00	11:00 - 12:00	12:00 - 1:00

	Combined		Approaching, Far Lane		Receding, Near Lane	
Monday	8:00AM - 10:00AM		10:00AM - 12:00PM		8:00AM - 10:00AM	
Tuesday	8:00AM - 10:00AM		2:00PM - 4:00PM		8:00AM - 10:00AM	
Wednesday	8:00AM - 10:00AM		11:00AM - 1:00PM		8:00AM - 10:00AM	
Thursday	3:00PM - 5:00PM		3:00PM - 5:00PM		8:00AM - 10:00AM	
Friday	8:00AM - 10:00AM		2:00PM - 4:00PM		8:00AM - 10:00AM	
Saturday	11:00AM - 1:00PM		6:00PM - 8:00PM		11:00AM - 1:00PM	
Sunday	11:00AM - 1:00PM		12:00PM - 2:00PM		11:00AM - 1:00PM	







DEPARTMENTAL MEMORANDUM



Date: July 16th, 2024

To: City of Essex Junction – City Council
Regina Mahony – City Manager

CC: Chief Ron Hoague
Lt. Paul Courtois

From: Corporal Stephen Gragg – Traffic Safety Officer

Re: Traffic Calming - Speed Study Request

Discussion:

On May 6th, 2024, a resident of Essex Junction, Brynn Ion, raised concern about speeds and traffic volume on South Summit Street. The request proposed the implementation of speed tables on South Summit Street and the installation of a four-way stop at Abnaki Avenue. The policy established by the Village of Essex Junction Trustees called *Trustees' Policy Regarding Traffic Calming* requires a speed study as part of the evaluation for speed tables.

The Policy specified studies to be conducted between May 1st and September 30th. Equipment was deployed on May 20th, 2024. Speed and volume data were collected simultaneously in both directions utilizing a Jamar LE2 RADAR unit between May 20th at approximately 0700 hours and June 6th at approximately 1745 hours. The data collection point was from utility pole 70258 on South Summit Street near 29 South Summit Street. The data was stored digitally at the Essex Police Department as part of case file 24ES003496.

The data collected has been reviewed by Police Officers, who are not traffic engineers, using the analytic software STARnext, which is designed to be used in conjunction with the specific data collection device used. During the study time, 52,904 vehicles were recorded with an average full daily volume of 2,961 vehicles. The average speed was 30 miles per hour. The posted speed limit on South Summit Street is 25 miles per hour. The majority of vehicles, 75.3%, were traveling between 26 and 35 miles per hour.

This device is not continuously monitored, uses no optical review, and can measure speed data from things other than vehicles, such as joggers, bikers, or objects traveling over 5 miles per hour. This equipment also captures all activity including the speeds of authorized emergency vehicles that may be exceeding the posted speed limit in a manner allowed by State Statute.

The eighty-fifth percentile speed was 34.3 miles per hour, 9.3 miles per hour over the posted speed limit. This calculated benchmark is 4 miles per hour over the threshold set by the Village Trustee's Policy of five miles per hour over the posted limit.

A search of records indicates that no collisions between vehicles or pedestrians have occurred on South Summit Street. Two crashes occurred on West Street at the intersecting of South Summit Street, one of which involved a pedestrian.

Recommendations:

It is my recommendation, as a Police Officer assigned to traffic safety, that the City Council take this analysis into consideration and prioritize traffic calming efforts on South Summit Street with other projects in the City of Essex Junction based on the moderate-priority findings of my analysis. I would recommend a certified traffic engineer recreate and or review the analysis conducted by the Police Department, should the Council determine that further action is needed. A more complete analysis by a traffic engineer would be needed to provide a recommendation of the implementation of a stop sign to control traffic volume. The Essex Police Department will evaluate how enforcement is taking place in the area to assess if adjustments should or can be made.

Site Code: {Site Code}

Station ID: {Station ID}

Location 1: {Location 1}

Location 2: {Location 2}

Location 3: {Location 3}

Location 4: {Location 4}

Comment 1: {Comment 1}

Comment 2: {Comment 2}

Comment 3: {Comment 3}

Comment 4: {Comment 4}

Latitude: {Latitude}

Longitude: {Longitude}

Combined Lanes 5/20/2024 to 6/6/2024

Peak Analysis

Classes Excluded From Peaks: None

Date	AM Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor	Pm Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor
5/20/2024	7:04 AM	287	7:23 AM	106	0.68	3:25 PM	313	3:25 PM	94	0.83
5/21/2024	7:04 AM	318	7:22 AM	111	0.72	4:24 PM	316	4:24 PM	85	0.93
5/22/2024	7:17 AM	276	7:22 AM	103	0.67	4:10 PM	348	4:28 PM	103	0.84
5/23/2024	7:00 AM	290	7:25 AM	103	0.70	4:45 PM	399	5:28 PM	118	0.85
5/24/2024	7:02 AM	285	7:26 AM	107	0.67	2:05 PM	322	2:33 PM	112	0.72
5/25/2024	9:20 AM	502	9:30 AM	162	0.77	2:26 PM	211	3:08 PM	61	0.86
5/26/2024	9:34 AM	162	9:34 AM	52	0.78	12:20 PM	186	1:04 PM	54	0.86
5/27/2024	10:59 AM	156	11:33 AM	52	0.75	2:36 PM	175	3:17 PM	55	0.80
5/28/2024	7:10 AM	296	7:26 AM	116	0.64	No Volume				
5/29/2024	No Volume					No Volume				

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
26 - 35	17,855	74.6%

Percentile Speeds

Percentile	50th	85th	100th
Speed - MPH	29.9	34.3	97.5

Vehicles Traveling Greater Than 11.0 MPH

Total Volume	52,904
Total Greater Than 11.0	52,787
Percent Greater Than 11.0	99.8%

Mean, Median, and Mode Averages

Mean:	30.0
Median (50th %):	30.0
Mode:	29.5

Classification Statistics

Unclassed
52904
100.0%

DEPARTMENTAL MEMORANDUM



Date: October 4th, 2023

To: City of Essex Junction – City Council
Regina Mahony – City Manager

CC: Chief Ron Hoague
Lt. Robert Kissinger

From: Officer Stephen Gragg – Traffic Safety Officer

Re: Traffic Calming - Speed Study Request

Discussion:

On May 1st, 2023, a resident of Essex Junction, Jason Eccles, raised concern about speeds on Cascade Street between the existing speed table at the park and Dunbar Drive. The request cited a policy established by the Village of Essex Junction Trustees called *Trustees' Policy Regarding Traffic Calming*. The original request specifically cited section 2 of that policy, *Speed Table Approval Process*.

On May 2nd, 2023, the Essex Police Department was asked by the City of Essex Junction to collect speed and volume data to study the speeds on Cascade Street. The Policy specified studies to be conducted between May 1st and September 30th. Equipment was deployed and determined to have a malfunction. The equipment was sent out for repair and ultimately replaced and redeployed on August 28th, 2023. Speed and volume data were collected simultaneously in both directions utilizing a Jamar LE2 RADAR unit between August 28th and September 11th. The data collection point was from utility pole 111811 on Cascade Street between 48 Cascade Street and 2 Poplar Court. The data was stored digitally at the Essex Police Department as part of case file 23ES006094.

The data collected has been reviewed by Police Officers, who are not traffic engineers, using the analytic software STARnext, which is designed to be used in conjunction with the specific data collection device used. The analysis showed that full-day data was collected between August 29th and September 9th. During the study time, 8,517 vehicles were recorded with an average daily volume (adjusted for full-day data sets) of 714 vehicles and an average peak hour volume of 71 vehicles. The highest speed recorded was 50 miles per hour, the slowest speed recorded was 8 miles per hour, and the average speed was 26.7 miles per hour. The posted speed limit on Cascade Street is 25 miles per hour. For additional context, less than three percent of the vehicles that were measured would have triggered direct enforcement action by Essex Police Officers, and the analytic software gave an enforcement priority rating of low.

This device is not continuously monitored, uses no optical review, and can measure speed data from things other than vehicles, such as joggers or bikers traveling over 5 miles per hour. This equipment also captures all activity including the speeds of authorized emergency vehicles that may be exceeding the posted speed limit in a manner allowed by State Statute.

The eighty-fifth percentile speed was calculated to be 30.9 miles per hour, 5.9 miles per hour over the posted speed limit. This calculated benchmark is 1 mile per hour over the threshold set by the Village Trustee's Policy of less than five miles per hour over the posted limit.

A search of records indicates that no collisions between vehicles or pedestrians have occurred on Cascade Street in the available records data. One property damage crash is on record where a mailbox was hit and speed was not a factor in the crash.

Recommendations:

It is my recommendation, as the Police Officer assigned to traffic safety, that the City Council take this analysis into consideration and prioritize traffic calming efforts on Cascade Street with other projects in the City of Essex Junction based on the low-priority findings of my analysis. I would recommend a certified traffic engineer recreate and or review the analysis conducted by the department given the small margin over the threshold this study returned, should the Council determine that further action is needed. This data will be held for future comparison after the scheduled paving of Cascade Street.

Default Report Title
Use Preferences to Define Titles

Site Code: {Site Code}
Station ID: {Station ID}
Location 1: {Location 1}
Location 2: {Location 2}
Location 3: {Location 3}
Location 4: {Location 4}

Comment 1: {Comment 1}
Comment 2: {Comment 2}
Comment 3: {Comment 3}
Comment 4: {Comment 4}
Latitude: {Latitude}
Longitude: {Longitude}

Combined Lanes 8/25/2023 to 9/6/2023

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
23 - 32	6,533	76.7%

Percentile Speeds

Percentile	85th
Speed - MPH	30.9

Vehicles Traveling Greater Than 50.0 MPH

Total Volume	8,517
Total Greater Than 50.0	0
Percent Greater Than 50.0	0.0%

Mean, Median, and Mode Averages

Mean:	26.7
Median (50th %):	26.9
Mode:	27.5

Classification Statistics

Unclassed
8517
100.0%

Site Code: {Site Code}

Station ID: {Station ID}

Location 1: {Location 1}

Location 2: {Location 2}

Location 3: {Location 3}

Location 4: {Location 4}

Comment 1: {Comment 1}

Comment 2: {Comment 2}

Comment 3: {Comment 3}

Comment 4: {Comment 4}

Latitude: {Latitude}

Longitude: {Longitude}

Combined Lanes 6/24/2024 to 7/2/2024

Peak Analysis

Classes Excluded From Peaks: None

Date	AM Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor	Pm Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor
6/24/2024	11:00 AM	123	11:14 AM	50	0.62	1:48 PM	167	2:03 PM	51	0.82
6/25/2024	10:50 AM	134	11:23 AM	44	0.76	4:22 PM	169	4:22 PM	47	0.90
6/26/2024	10:58 AM	141	10:58 AM	43	0.82	3:30 PM	148	3:59 PM	49	0.76
6/27/2024	10:03 AM	146	10:03 AM	43	0.85	1:51 PM	181	2:03 PM	57	0.79
6/28/2024	10:23 AM	153	10:44 AM	50	0.77	12:52 PM	197	1:36 PM	63	0.78
6/29/2024	10:59 AM	112	11:43 AM	33	0.85	12:00 PM	122	12:28 PM	36	0.85
6/30/2024	10:53 AM	88	11:10 AM	26	0.85	1:52 PM	118	2:19 PM	33	0.89
7/1/2024	10:02 AM	146	10:42 AM	42	0.87	4:29 PM	145	4:31 PM	49	0.74
7/2/2024	8:21 AM	115	8:43 AM	40	0.72	12:00 PM	14	12:00 PM	14	0.25

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
21 - 30	10,243	78.6%

Percentile Speeds

Percentile	5th	10th	15th	20th	25th	30th	35th	40th	45th	50th	55th	60th	65th	70th	75th	80th	85th	90th
Speed - MPH	18.4	20	21.2	21.9	22.7	23.2	23.8	24.3	24.7	25.3	25.7	26.2	26.8	27.4	27.9	28.5	29.4	30.4

Vehicles Traveling Greater Than 11.0 MPH

Total Volume	13,027
Total Greater Than 11.0	12,948
Percent Greater Than 11.0	99.4%

Mean, Median, and Mode Averages

Mean:	25.3
Median (50th %):	25.3
Mode:	25.6

Classification Statistics

Unclassed
13027
100.0%

DEPARTMENTAL MEMORANDUM



Date: September 13th, 2024

To: City of Essex Junction – City Council
Regina Mahony – City Manager

CC: Chief Ron Hoague
Lt. Paul Courtois

From: Corporal Stephen Gragg – Traffic Safety Officer

Re: Traffic Calming - Speed Study Request

Discussion:

On July 10th, 2024, in response to resident reports of speed on Dunbar Drive, data collection equipment was deployed to collect information on the speed and size of vehicles using Dunbar Drive. The policy established by the Village of Essex Junction Trustees called *Trustees' Policy Regarding Traffic Calming* requires speed studies to be conducted between May 1st and September 30th.

The equipment was deployed on July 18th, 2024. Speed, volume, and length data were collected simultaneously in both directions utilizing a Jamar LE2 RADAR unit between July 18th at approximately 1053 hours and August 10th at approximately 1033 hours. The data collection point was from light pole 105479 near 14 Dunbar Drive. The data was stored digitally at the Essex Police Department as part of case file 24ES005380.

The data collected has been reviewed by Police Officers, who are not traffic engineers, using the analytic software STARnext, which is designed to be used in conjunction with the specific data collection device used. During the study time, 12,694 vehicles were recorded with an average full day volume of 551 vehicles. The average speed was 24 miles per hour. The posted speed limit on Dunbar Drive was 25 miles per hour. The majority of vehicles, 78.3%, were traveling between 20 and 29 miles per hour. The eighty-fifth percentile speed was 28.1 miles per hour, 3.1 miles per hour over the posted speed limit. This calculated benchmark is within the threshold set by the Village Trustee's Policy of five miles per hour over the posted limit.

This device is not continuously monitored, uses no optical review, and can measure speed data from things other than vehicles, such as joggers, bikers, or objects traveling over 5 miles per hour. This equipment also captures all activity including the speeds of authorized emergency vehicles that may have exceeded the posted speed limit in a manner allowed by State Statute.

A search of records indicates that no collisions have occurred on Dunbar Drive.

Recommendations:

It is my recommendation, as a Police Officer assigned to traffic safety, that the City Council take this analysis into consideration and prioritize traffic calming efforts on Dunbar Drive with other projects in the City of Essex Junction based on the low to nil priority findings of my analysis. I would recommend little to no additional action be taken for engineering. The Essex Police Department will evaluate how enforcement is taking place in the area to assess if adjustments need to be made.

Site Code: {Site Code}

Station ID: {Station ID}

Location 1: {Location 1}

Location 2: {Location 2}

Location 3: {Location 3}

Location 4: {Location 4}

Comment 1: {Comment 1}

Comment 2: {Comment 2}

Comment 3: {Comment 3}

Comment 4: {Comment 4}

Latitude: {Latitude}

Longitude: {Longitude}

Combined Lanes 7/18/2024 to 8/10/2024

Peak Analysis

Classes Excluded From Peaks: None

Date	AM Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor	Pm Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor
7/18/2024	11:00 AM	48	11:00 AM	16	0.75	4:23 PM	73	5:01 PM	26	0.70
7/19/2024	10:57 AM	47	11:20 AM	17	0.69	1:09 PM	59	1:16 PM	19	0.78
7/20/2024	9:32 AM	54	10:16 AM	18	0.75	3:00 PM	48	3:01 PM	16	0.75
7/21/2024	9:50 AM	40	9:56 AM	15	0.67	12:33 PM	48	12:38 PM	17	0.71
7/22/2024	7:47 AM	55	8:04 AM	21	0.65	4:05 PM	53	4:26 PM	17	0.78
7/23/2024	7:14 AM	40	7:27 AM	16	0.63	4:21 PM	64	4:25 PM	21	0.76
7/24/2024	7:15 AM	42	7:15 AM	12	0.88	5:01 PM	55	5:28 PM	17	0.81
7/25/2024	9:31 AM	44	10:15 AM	15	0.73	4:33 PM	81	5:06 PM	25	0.81
7/26/2024	7:48 AM	47	7:50 AM	17	0.69	12:52 PM	58	1:36 PM	23	0.63
7/27/2024	10:54 AM	44	11:36 AM	19	0.58	2:23 PM	53	2:45 PM	17	0.78
7/28/2024	10:57 AM	39	10:57 AM	13	0.75	4:24 PM	48	4:51 PM	15	0.80
7/29/2024	10:47 AM	48	11:11 AM	17	0.71	4:31 PM	76	4:32 PM	24	0.79
7/30/2024	7:22 AM	49	8:06 AM	15	0.82	4:39 PM	75	5:08 PM	26	0.72
7/31/2024	8:19 AM	46	8:48 AM	17	0.68	4:47 PM	71	5:09 PM	24	0.74
8/1/2024	8:57 AM	59	8:57 AM	23	0.64	5:11 PM	63	5:11 PM	19	0.83
8/2/2024	10:55 AM	53	11:36 AM	20	0.66	12:55 PM	66	1:36 PM	22	0.75
8/3/2024	10:55 AM	44	11:16 AM	14	0.79	4:58 PM	51	5:01 PM	17	0.75
8/4/2024	10:54 AM	47	11:38 AM	15	0.78	3:54 PM	54	4:06 PM	18	0.75
8/5/2024	10:59 AM	40	11:40 AM	19	0.53	2:55 PM	59	2:56 PM	25	0.59
8/6/2024	7:50 AM	47	7:55 AM	19	0.62	4:23 PM	83	4:36 PM	25	0.83
8/7/2024	7:30 AM	48	7:47 AM	16	0.75	4:23 PM	72	4:51 PM	26	0.69
8/8/2024	7:34 AM	51	7:49 AM	18	0.71	12:17 PM	65	12:44 PM	19	0.86
8/9/2024	7:50 AM	46	8:31 AM	17	0.68	4:13 PM	60	4:45 PM	20	0.75
8/10/2024	8:30 AM	38	8:36 AM	13	0.73	No Volume				

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
20 - 29	9,945	78.3%

Percentile Speeds

Percentile	50th	85th	100th
Speed - MPH	24.3	28.1	113.4

Vehicles Traveling Greater Than 11.0 MPH

Total Volume	12,694
Total Greater Than 11.0	12,483
Percent Greater Than 11.0	98.3%

Mean, Median, and Mode Averages

Mean:	24.0
Median (50th %):	24.3
Mode:	24.7

Default Report Title
Use Preferences to Define Titles

Site Code: {Site Code}
Station ID: {Station ID}
Location 1: {Location 1}
Location 2: {Location 2}
Location 3: {Location 3}
Location 4: {Location 4}

Comment 1: {Comment 1}
Comment 2: {Comment 2}
Comment 3: {Comment 3}
Comment 4: {Comment 4}
Latitude: {Latitude}
Longitude: {Longitude}

Classification Statistics
Unclassed
12694
100.0%

DEPARTMENTAL MEMORANDUM



Date: July 2nd, 2025

To: Regina Mahony – City Manager
Rick Jones – Public Works Superintendent

CC: Chief Ron Hoague
Lt. Paul Courtois

From: Corporal Stephen Gragg – Traffic Safety Officer

Re: Traffic Calming - Speed Study Request, Fairview Drive

Discussion:

In response to resident reports of speed on Fairview Drive, data collection equipment was deployed to collect information on the speed and number of vehicles using Fairview Drive. The policy established by the Village of Essex Junction Trustees called *Trustees' Policy Regarding Traffic Calming* requires speed studies to be conducted between May 1st and September 30th.

Speed, volume, and length data were collected simultaneously in both directions utilizing a Jamar LE2 RADAR unit between May 5th at approximately 1517 hours and May 23rd at approximately 0820 hours. The data collection point was from a light pole Adjacent to 15 Fairview Drive. The data was stored digitally at the Essex Police Department as part of case file 25ES002157.

The data collected has been reviewed by Police Officers, who are not traffic engineers, using the analytic software STARnext, which is designed to be used in conjunction with the specific data collection device used. During the study time, 16,629 vehicles were recorded. The average speed was 30.6 miles per hour. The posted speed limit on Fairview Drive is 25 miles per hour. The majority of vehicles, 73%, were traveling between 26 and 35 miles per hour. The eighty-fifth percentile speed was 35.5 miles per hour, 10.5 miles per hour over the posted speed limit. This calculated benchmark is 5.5 miles per hour over the threshold set by the Village Trustee's Policy of five miles per hour over the posted limit.

This device is not continuously monitored, uses no optical review, and can measure speed data from things other than vehicles, such as joggers, bikers, or objects traveling over 5 miles per hour in the roadway. This equipment also captures all activity including the speeds of authorized emergency vehicles that may be exceeding the posted speed limit in a manner allowed by State Statute.

A search of records indicates that no collisions between vehicles or pedestrians have occurred on South Summit Street. One single vehicle crash occurred with a vehicle striking the wooden guard rail in the large curve on Fairview Drive during winter.

Recommendations:

It is my recommendation, as a Police Officer assigned to traffic safety, that the City Council take this analysis into consideration and prioritize traffic calming efforts on Fairview Drive with other projects in the City of Essex Junction based on the moderate priority findings of my analysis. I would recommend a certified traffic engineer recreate and or review the analysis conducted by the Police Department, should the Council determine that further action is needed. Digital speed signs are not a recommended solution as they have been deployed in the area of the study for approximately a year with no apparent impact. Typically, enforcement is the appropriate answer to curtail small percentage speeding when the 85% speed is within limits, which is not the apparent case in this study. The Essex Police Department will evaluate how enforcement is taking place in the area to assess if adjustments should or can be made.

Site Code: {Site Code}

Station ID: {Station ID}

Location 1: {Location 1}

Location 2: {Location 2}

Location 3: {Location 3}

Location 4: {Location 4}

Comment 1: {Comment 1}

Comment 2: {Comment 2}

Comment 3: {Comment 3}

Comment 4: {Comment 4}

Latitude: {Latitude}

Longitude: {Longitude}

Combined Lanes 5/5/2025 to 5/23/2025

Peak Analysis

Classes Excluded From Peaks: None

Date	AM Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor	Pm Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor
5/5/2025	No Volume					4:41 PM	97	5:12 PM	28	0.87
5/6/2025	7:30 AM	72	8:12 AM	21	0.86	5:14 PM	101	5:45 PM	31	0.81
5/7/2025	8:08 AM	69	8:20 AM	25	0.69	4:27 PM	101	4:45 PM	31	0.81
5/8/2025	10:54 AM	76	11:21 AM	23	0.83	4:14 PM	111	4:42 PM	32	0.87
5/9/2025	7:58 AM	68	8:37 AM	25	0.68	5:05 PM	100	5:23 PM	33	0.76
5/10/2025	10:09 AM	81	10:34 AM	24	0.84	12:09 PM	109	12:16 PM	34	0.80
5/11/2025	10:08 AM	93	10:42 AM	33	0.70	2:52 PM	99	3:34 PM	31	0.80
5/12/2025	7:48 AM	67	7:48 AM	23	0.73	4:52 PM	93	4:58 PM	28	0.83
5/13/2025	8:15 AM	74	8:15 AM	26	0.71	4:40 PM	101	4:40 PM	29	0.87
5/14/2025	7:45 AM	72	8:12 AM	21	0.86	5:00 PM	113	5:34 PM	37	0.76
5/15/2025	7:32 AM	73	7:39 AM	25	0.73	4:25 PM	111	5:05 PM	39	0.71
5/16/2025	7:44 AM	92	8:27 AM	32	0.72	4:13 PM	97	4:34 PM	30	0.81
5/17/2025	9:05 AM	81	9:08 AM	23	0.88	2:51 PM	112	3:33 PM	47	0.60
5/18/2025	10:57 AM	82	11:21 AM	33	0.62	1:36 PM	94	1:57 PM	30	0.78
5/19/2025	6:59 AM	70	7:41 AM	25	0.70	4:54 PM	98	5:27 PM	31	0.79
5/20/2025	7:49 AM	75	8:15 AM	24	0.78	4:54 PM	88	5:04 PM	30	0.73
5/21/2025	7:35 AM	83	8:19 AM	29	0.72	5:12 PM	110	5:53 PM	34	0.81
5/22/2025	8:00 AM	70	8:19 AM	23	0.76	4:29 PM	118	5:03 PM	38	0.78
5/23/2025	7:21 AM	55	7:21 AM	17	0.81	No Volume				

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
26 - 35	12,141	73.0%

Percentile Speeds

Percentile	50th	85th	100th
Speed - MPH	30.7	35.5	63

Vehicles Traveling Greater Than 11.0 MPH

Total Volume	16,629
Total Greater Than 11.0	16,461
Percent Greater Than 11.0	99.0%

Mean, Median, and Mode Averages

Mean:	30.6
Median (50th %):	30.7
Mode:	32.0

Classification Statistics

Unclassed

16629
100.0%

DEPARTMENTAL MEMORANDUM



Date: July 16th, 2024

To: City of Essex Junction – City Council
Regina Mahony – City Manager

CC: Chief Ron Hoague
Lt. Paul Courtois

From: Corporal Stephen Gragg – Traffic Safety Officer

Re: Traffic Calming - Speed Study Request

Discussion:

On June 6th, 2024, in response to multiple resident reports of speed on West Street, data collection equipment was deployed to collect information on the speed and size of vehicles using West Street. The policy established by the Village of Essex Junction Trustees called *Trustees' Policy Regarding Traffic Calming* requires speed studies to be conducted between May 1st and September 30th.

The equipment was deployed on June 6th, 2024. Speed, volume, and length data were collected simultaneously in both directions utilizing a Jamar LE2 RADAR unit between June 6th at approximately 0612 hours and June 28th at approximately 0820 hours. The data collection point was from utility pole 70299 on West Street near 116 West Street. The data was stored digitally at the Essex Police Department as part of case file 24ES004375.

The data collected has been reviewed by Police Officers, who are not traffic engineers, using the analytic software STARnext, which is designed to be used in conjunction with the specific data collection device used. During the study time, 90,987 vehicles were recorded with an average full day volume of 5,239 vehicles. The average speed was 32 miles per hour. The posted speed limit on West Street is 25 miles per hour. The majority of vehicles, 80.9%, were traveling between 27 and 36 miles per hour. The eighty-fifth percentile speed was 35.8 miles per hour, 10.8 miles per hour over the posted speed limit. This calculated benchmark is 6 miles per hour over the threshold set by the Village Trustee's Policy of five miles per hour over the posted limit.

West Street also has a weight limit of 16,000 pounds registered weight. Most vehicles over 25 feet in length would have a registered weight of over 16,000 pounds. During the data collection window, 387 vehicles more than 40 feet in length passed the data

collection point. City ordinance does however allow for the presence of vehicles servicing addresses in this area, but not to use the road as a thru road.

This device is not continuously monitored, uses no optical review, and can measure speed data from things other than vehicles, such as joggers, bikers, or objects traveling over 5 miles per hour. This equipment also captures all activity including the speeds of authorized emergency vehicles that may be exceeding the posted speed limit in a manner allowed by State Statute.

A search of records indicates that since April 2021, there have been 28 reported crashes on West Street. Seven of those reported crashes resulted in a reported injury.

Recommendations:

It is my recommendation, as a Police Officer assigned to traffic safety, that the City Council take this analysis into consideration and prioritize traffic calming efforts on West Street with other projects in the City of Essex Junction based on the moderate to high priority findings of my analysis. I would recommend a certified traffic engineer recreate and or review the analysis conducted by the Police Department, should the Council determine that further action is needed. Digital speed signs are not a recommended solution. They have been previously implemented on West Street with little long-term impact. The Essex Police Department will evaluate how enforcement is taking place in the area to assess if adjustments should or can be made.

Site Code: {Site Code}

Station ID: {Station ID}

Location 1: {Location 1}

Location 2: {Location 2}

Location 3: {Location 3}

Location 4: {Location 4}

Comment 1: {Comment 1}

Comment 2: {Comment 2}

Comment 3: {Comment 3}

Comment 4: {Comment 4}

Latitude: {Latitude}

Longitude: {Longitude}

Combined Lanes 6/6/2024 to 6/24/2024

Peak Analysis

Classes Excluded From Peaks: None

Date	AM Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor	Pm Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor
6/6/2024	No Volume					6:14 PM	352	6:21 PM	107	0.82
6/7/2024	7:26 AM	529	7:31 AM	154	0.86	3:53 PM	580	4:34 PM	159	0.91
6/8/2024	10:26 AM	387	10:26 AM	103	0.94	3:03 PM	399	3:41 PM	112	0.89
6/9/2024	10:59 AM	325	11:40 AM	96	0.85	2:08 PM	384	2:10 PM	110	0.87
6/10/2024	7:08 AM	454	7:29 AM	137	0.83	3:48 PM	543	4:30 PM	160	0.85
6/11/2024	7:07 AM	547	7:25 AM	165	0.83	4:18 PM	588	4:26 PM	163	0.90
6/12/2024	7:21 AM	530	7:32 AM	162	0.82	4:18 PM	596	4:54 PM	167	0.89
6/13/2024	7:09 AM	531	7:31 AM	159	0.83	4:13 PM	603	4:49 PM	173	0.87
6/14/2024	7:18 AM	479	7:29 AM	134	0.89	3:39 PM	524	4:08 PM	138	0.95
6/15/2024	10:26 AM	394	10:43 AM	113	0.87	12:03 PM	443	12:09 PM	134	0.83
6/16/2024	10:18 AM	404	10:34 AM	109	0.93	2:22 PM	436	2:25 PM	157	0.69
6/17/2024	7:32 AM	440	7:37 AM	136	0.81	4:15 PM	585	4:39 PM	179	0.82
6/18/2024	7:29 AM	511	7:33 AM	142	0.90	3:41 PM	512	3:42 PM	139	0.92
6/19/2024	10:56 AM	391	11:40 AM	127	0.77	3:51 PM	499	4:09 PM	142	0.88
6/20/2024	7:29 AM	462	7:45 AM	131	0.88	4:16 PM	525	4:27 PM	148	0.89
6/21/2024	11:00 AM	449	11:33 AM	139	0.81	4:28 PM	517	5:02 PM	141	0.92
6/22/2024	10:58 AM	377	11:38 AM	109	0.86	3:06 PM	399	3:42 PM	110	0.91
6/23/2024	10:55 AM	338	11:38 AM	93	0.91	12:18 PM	365	12:59 PM	99	0.92
6/24/2024	7:35 AM	418	8:01 AM	114	0.92	No Volume				

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
27 - 36	73,595	80.9%

Percentile Speeds

Percentile	50th	85th	100th
Speed - MPH	31.8	35.8	121.3

Vehicles Traveling Greater Than 11.0 MPH

Total Volume	90,987
Total Greater Than 11.0	90,887
Percent Greater Than 11.0	99.9%

Mean, Median, and Mode Averages

Mean:	32.0
Median (50th %):	31.8
Mode:	31.7

Classification Statistics

Unclassed

90987
100.0%

Site Code: {Site Code}

Station ID: {Station ID}

Location 1: {Location 1}

Location 2: {Location 2}

Location 3: {Location 3}

Location 4: {Location 4}

Comment 1: {Comment 1}

Comment 2: {Comment 2}

Comment 3: {Comment 3}

Comment 4: {Comment 4}

Latitude: {Latitude}

Longitude: {Longitude}

Combined Lanes 7/2/2024 to 7/10/2024

Peak Analysis

Classes Excluded From Peaks: None

Date	AM Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor	Pm Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor
7/2/2024	No Volume					4:23 PM	41	4:32 PM	21	0.49
7/3/2024	10:39 AM	28	10:55 AM	11	0.64	4:25 PM	30	4:28 PM	11	0.68
7/4/2024	10:18 AM	20	11:02 AM	9	0.56	9:55 PM	29	9:55 PM	16	0.45
7/5/2024	10:03 AM	27	10:09 AM	8	0.84	4:10 PM	29	4:43 PM	11	0.66
7/6/2024	9:35 AM	25	9:49 AM	9	0.69	3:38 PM	34	3:49 PM	11	0.77
7/7/2024	10:02 AM	25	10:02 AM	8	0.78	4:37 PM	24	5:20 PM	10	0.60
7/8/2024	8:01 AM	28	8:01 AM	10	0.70	4:24 PM	38	4:24 PM	13	0.73
7/9/2024	8:03 AM	26	8:03 AM	11	0.59	4:15 PM	37	4:59 PM	12	0.77
7/10/2024	9:17 AM	27	9:59 AM	13	0.52	12:00 PM	25	12:23 PM	14	0.45

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
22 - 31	1,670	72.0%

Percentile Speeds

Percentile	50th	85th	100th
Speed - MPH	26.4	31	49.9

Vehicles Traveling Greater Than 11.0 MPH

Total Volume	2,321
Total Greater Than 11.0	2,303
Percent Greater Than 11.0	99.2%

Mean, Median, and Mode Averages

Mean:	26.4
Median (50th %):	26.4
Mode:	27.5

Classification Statistics

Unclassed

2321
100.0%

DEPARTMENTAL MEMORANDUM



Date: August 5th, 2025

To: Regina Mahony – City Manager
Rick Jones – Public Works Superintendent

CC: Chief Ron Hoague
Lt. Paul Courtois

From: Corporal Stephen Gragg – Traffic Safety Officer

Re: Traffic Calming - Speed Study Request, Drury Drive

Discussion:

On June 27th, 2025, in response to resident reports of speed on Drury Drive, data collection equipment was deployed on Drury Drive to collect information on the speed and number of vehicles using the road. The policy established by the Village of Essex Junction Trustees called *Trustees' Policy Regarding Traffic Calming* requires speed studies to be conducted between May 1st and September 30th.

Speed, volume, and length data were collected simultaneously in both directions utilizing a Jamar LE2 RADAR unit between June 27th at approximately 0854 hours and July 21st at approximately 0748 hours. The data collection point was from utility pole 24138 near 16 Drury Drive. The data was stored digitally at the Essex Police Department as part of case file 25ES004613.

The data collected has been reviewed by Police Officers, who are not traffic engineers, using the analytic software STARnext, which is designed to be used in conjunction with the specific data collection device used. During the study time, 15,471 vehicles were recorded. The average speed was 25.2 miles per hour. The posted speed limit on Drury Drive is 25 miles per hour. The majority of vehicles, 74.9%, were traveling between 21 and 30 miles per hour. The eighty-fifth percentile speed was 29.7 miles per hour, 4.7 miles per hour over the posted speed limit. This calculated benchmark is below the threshold set by the Village Trustee's Policy of five miles per hour over the posted limit.

This device is not continuously monitored, uses no optical review, and can measure speed data from things other than vehicles, such as joggers, bikers, or objects traveling over 5 miles per hour in the roadway. This equipment also captures all activity including the speeds of authorized emergency vehicles that may be exceeding the posted speed limit in a manner allowed by State Statute.

A search of records indicates that no collisions between vehicles or pedestrians have occurred on Drury Drive. One single vehicle crash occurred with a vehicle striking a tree around 1:00am and left the area.

Recommendations:

It is my recommendation, as a Police Officer assigned to traffic safety, that the City Council take no action at this time. The analysis was conducted when school was not in session and may need to be re-evaluated during the school year for a more complete understanding. The Essex Police Department will evaluate how enforcement is taking place in the area to assess if adjustments should or can be made.

DEPARTMENTAL MEMORANDUM



Date: August 5th, 2025

To: Regina Mahony – City Manager
Rick Jones – Public Works Superintendent

CC: Chief Ron Hoague
Lt. Paul Courtois

From: Corporal Stephen Gragg – Traffic Safety Officer

Re: Traffic Calming - Speed Study Request, Mansfield Avenue

Discussion:

On June 27th, 2025, in response to resident reports of speed on Mansfield Avenue, data collection equipment was deployed on Mansfield Ave to collect information on the speed and number of vehicles using Mansfield Avenue. The policy established by the Village of Essex Junction Trustees called *Trustees' Policy Regarding Traffic Calming* requires speed studies to be conducted between May 1st and September 30th.

Speed, volume, and length data were collected simultaneously in both directions utilizing a Jamar LE2 RADAR unit between June 27th at approximately 0824 hours and July 9th at approximately 1259 hours. The data collection point was from utility pole 103037 near 13 Mansfield Ave. The data was stored digitally at the Essex Police Department as part of case file 25ES004156.

The data collected has been reviewed by Police Officers, who are not traffic engineers, using the analytic software STARnext, which is designed to be used in conjunction with the specific data collection device used. During the study time, 44,327 vehicles were recorded. The average speed was 24.4 miles per hour. The posted speed limit on Fairview Drive is 25 miles per hour. The majority of vehicles, 78.7%, were traveling between 21 and 30 miles per hour. The eighty-fifth percentile speed was 29.0 miles per hour, 9 miles per hour over the posted speed limit. This calculated benchmark is below the threshold set by the Village Trustee's Policy of five miles per hour over the posted limit.

This device is not continuously monitored, uses no optical review, and can measure speed data from things other than vehicles, such as joggers, bikers, or objects traveling over 5 miles per hour in the roadway. This equipment also captures all activity including the speeds of authorized emergency vehicles that may be exceeding the posted speed limit in a manner allowed by State Statute.

A search of records indicates that two crashes on cross streets, one single motorcycle crash and one weather related side swipe vehicle collision. No pedestrian crashes were on record. No crashes were reported on Mansfield Avenue.

Recommendations:

It is my recommendation, as a Police Officer assigned to traffic safety, I do not recommend traffic calming projects on Mansfield. The Essex Police Department will evaluate how enforcement is taking place in the area to assess if adjustments should or can be made.

Site Code: {Site Code}

Station ID: {Station ID}

Location 1: {Location 1}

Location 2: {Location 2}

Location 3: {Location 3}

Location 4: {Location 4}

Comment 1: {Comment 1}

Comment 2: {Comment 2}

Comment 3: {Comment 3}

Comment 4: {Comment 4}

Latitude: {Latitude}

Longitude: {Longitude}

Combined Lanes 6/27/2025 to 7/21/2025

Peak Analysis

Classes Excluded From Peaks: None

Date	AM Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor	Pm Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor
6/27/2025	10:40 AM	75	10:53 AM	28	0.67	2:56 PM	166	3:06 PM	56	0.74
6/28/2025	10:51 AM	51	10:51 AM	18	0.71	12:06 PM	61	12:11 PM	20	0.76
6/29/2025	10:18 AM	53	10:47 AM	20	0.66	12:07 PM	46	12:27 PM	16	0.72
6/30/2025	8:33 AM	52	9:09 AM	17	0.76	4:25 PM	85	4:47 PM	27	0.79
7/1/2025	10:53 AM	45	11:32 AM	19	0.59	4:16 PM	91	4:27 PM	28	0.81
7/2/2025	9:45 AM	54	10:15 AM	19	0.71	4:16 PM	96	5:00 PM	36	0.67
7/3/2025	10:41 AM	54	10:43 AM	19	0.71	4:02 PM	70	4:02 PM	24	0.73
7/4/2025	9:21 AM	43	9:21 AM	14	0.77	9:40 PM	110	9:55 PM	52	0.53
7/5/2025	10:34 AM	60	10:47 AM	19	0.79	12:04 PM	58	12:17 PM	20	0.73
7/6/2025	11:00 AM	45	11:35 AM	15	0.75	5:00 PM	51	5:05 PM	17	0.75
7/7/2025	7:57 AM	52	8:18 AM	16	0.81	4:21 PM	92	4:28 PM	29	0.79
7/8/2025	8:11 AM	61	8:53 AM	23	0.66	4:46 PM	93	5:07 PM	32	0.73
7/9/2025	8:07 AM	62	8:07 AM	19	0.82	4:41 PM	90	5:01 PM	28	0.80
7/10/2025	7:56 AM	46	8:40 AM	15	0.77	5:03 PM	100	5:03 PM	32	0.78
7/11/2025	11:00 AM	50	11:44 AM	21	0.60	4:47 PM	82	4:47 PM	25	0.82
7/12/2025	10:59 AM	53	11:14 AM	15	0.88	12:01 PM	54	12:19 PM	17	0.79
7/13/2025	10:42 AM	38	10:42 AM	15	0.63	3:49 PM	55	3:54 PM	21	0.65
7/14/2025	7:50 AM	59	8:22 AM	17	0.87	4:37 PM	86	5:02 PM	24	0.90
7/15/2025	8:17 AM	60	8:32 AM	23	0.65	4:57 PM	80	4:57 PM	26	0.77
7/16/2025	7:48 AM	63	8:27 AM	21	0.75	4:28 PM	74	4:41 PM	26	0.71
7/17/2025	9:14 AM	48	9:47 AM	15	0.80	4:31 PM	81	4:31 PM	25	0.81
7/18/2025	8:53 AM	53	8:53 AM	18	0.74	5:12 PM	67	5:18 PM	21	0.80
7/19/2025	9:51 AM	51	10:04 AM	16	0.80	4:34 PM	47	4:34 PM	18	0.65
7/20/2025	9:07 AM	31	9:12 AM	12	0.65	5:36 PM	41	5:43 PM	14	0.73
7/21/2025	7:35 AM	59	7:48 AM	19	0.78	No Volume				

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
21 - 30	11,584	74.9%

Percentile Speeds

Percentile	50th	85th	100th
Speed - MPH	25.3	29.7	87.1

Vehicles Traveling Greater Than 11.0 MPH

Total Volume	15,471
Total Greater Than 11.0	15,317
Percent Greater Than 11.0	99.0%

Mean, Median, and Mode Averages

Mean:	25.2
Median (50th %):	25.3
Mode:	25.6

Default Report Title
Use Preferences to Define Titles

Site Code: {Site Code}
Station ID: {Station ID}
Location 1: {Location 1}
Location 2: {Location 2}
Location 3: {Location 3}
Location 4: {Location 4}

Comment 1: {Comment 1}
Comment 2: {Comment 2}
Comment 3: {Comment 3}
Comment 4: {Comment 4}
Latitude: {Latitude}
Longitude: {Longitude}

Classification Statistics
Unclassed
15471
100.0%

Site Code: {Site Code}

Station ID: {Station ID}

Location 1: {Location 1}

Location 2: {Location 2}

Location 3: {Location 3}

Location 4: {Location 4}

Comment 1: {Comment 1}

Comment 2: {Comment 2}

Comment 3: {Comment 3}

Comment 4: {Comment 4}

Latitude: {Latitude}

Longitude: {Longitude}

Combined Lanes 6/27/2025 to 7/21/2025

Peak Analysis

Classes Excluded From Peaks: None

Date	AM Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor	Pm Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor
6/27/2025	8:24 AM	107	8:52 AM	31	0.86	4:08 PM	257	4:52 PM	74	0.87
6/28/2025	10:22 AM	134	10:55 AM	52	0.64	3:23 PM	119	4:07 PM	37	0.80
6/29/2025	10:00 AM	120	10:23 AM	39	0.77	12:18 PM	115	12:20 PM	36	0.80
6/30/2025	7:13 AM	117	7:26 AM	33	0.89	4:55 PM	194	5:11 PM	60	0.81
7/1/2025	7:22 AM	164	8:06 AM	58	0.71	4:44 PM	175	5:28 PM	50	0.88
7/2/2025	7:50 AM	144	8:27 AM	46	0.78	4:48 PM	163	5:28 PM	46	0.89
7/3/2025	7:19 AM	106	7:34 AM	29	0.91	4:51 PM	159	4:52 PM	45	0.88
7/4/2025	10:59 AM	81	11:20 AM	27	0.75	12:00 PM	94	12:00 PM	29	0.81
7/5/2025	10:34 AM	92	11:12 AM	30	0.77	4:37 PM	95	5:06 PM	36	0.66
7/6/2025	10:59 AM	93	11:30 AM	31	0.75	4:41 PM	114	5:25 PM	35	0.81
7/7/2025	7:45 AM	139	8:01 AM	39	0.89	4:42 PM	196	5:05 PM	58	0.84
7/8/2025	7:47 AM	177	7:51 AM	68	0.65	12:07 PM	114	12:35 PM	38	0.75
7/9/2025	No Volume					No Volume				
7/10/2025	No Volume					No Volume				
7/11/2025	No Volume					No Volume				
7/12/2025	No Volume					No Volume				
7/13/2025	No Volume					No Volume				
7/14/2025	No Volume					No Volume				
7/15/2025	No Volume					No Volume				
7/16/2025	No Volume					No Volume				
7/17/2025	No Volume					No Volume				
7/18/2025	No Volume					No Volume				
7/19/2025	No Volume					No Volume				
7/20/2025	No Volume					No Volume				
7/21/2025	No Volume					No Volume				

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
21 - 30	12,898	78.7%

Percentile Speeds

Percentile	50th	85th	100th
Speed - MPH	25.1	29	87.6

Vehicles Traveling Greater Than 11.0 MPH

Total Volume	34,205
Total Greater Than 11.0	33,752
Percent Greater Than 11.0	98.7%

Mean, Median, and Mode Averages

Mean:	24.4
Median (50th %):	24.6
Mode:	24.7

Default Report Title
Use Preferences to Define Titles

Site Code: {Site Code}
Station ID: {Station ID}
Location 1: {Location 1}
Location 2: {Location 2}
Location 3: {Location 3}
Location 4: {Location 4}

Comment 1: {Comment 1}
Comment 2: {Comment 2}
Comment 3: {Comment 3}
Comment 4: {Comment 4}
Latitude: {Latitude}
Longitude: {Longitude}

Classification Statistics
Unclassed
34205
100.0%

DEPARTMENTAL MEMORANDUM



Date: August 5th, 2025

To: Regina Mahony – City Manager
Rick Jones – Public Works Superintendent

CC: Chief Ron Hoague
Lt. Paul Courtois

From: Corporal Stephen Gragg – Traffic Safety Officer

Re: Traffic Calming - Speed Study Request, Park Street

Discussion:

On July 21st, 2025, in response to resident reports and officer observations, data collection equipment was deployed on Maple Street to collect information on the speed and number of vehicles using the road. The policy established by the Village of Essex Junction Trustees called *Trustees' Policy Regarding Traffic Calming* requires speed studies to be conducted between May 1st and September 30th.

Speed, volume, and length data were collected simultaneously in both directions utilizing a Jamar LE2 RADAR unit between July 21th at approximately 0952 hours and August 5th at approximately 1300 hours. The data collection point was from utility pole 56778 at 87 Park Street. The data was stored digitally at the Essex Police Department as part of case file 25ES005308.

The data collected has been reviewed by Police Officers, who are not traffic engineers, using the analytic software STARnext, which is designed to be used in conjunction with the specific data collection device used. During the study time, 187,732 vehicles were recorded. The average speed was 28.7 miles per hour. The posted speed limit on Maple Street is 25 miles per hour. The majority of vehicles, 75.3%, were traveling between 25 and 34 miles per hour. The eighty-fifth percentile speed was 33.1 miles per hour, 8.1 miles per hour over the posted speed limit. This calculated benchmark is 3.1 miles per hour over the threshold set by the Village Trustee's Policy of five miles per hour over the posted limit.

This device is not continuously monitored, uses no optical review, and can measure speed data from things other than vehicles, such as joggers, bikers, or objects traveling over 5 miles per hour in the roadway. This equipment also captures all activity including the speeds of authorized emergency vehicles that may be exceeding the posted speed limit in a manner allowed by State Statute.

A search of records indicates 109 reported crashes on Park Street, five of which were reported to have injuries involved. Records show two of the crashes resulted in a pedestrian fatality.

Recommendations:

It is my recommendation, as a Police Officer assigned to traffic safety, that the City Council take this analysis into consideration and prioritize traffic calming efforts on Maple Street with other projects in the City of Essex Junction with a high priority based on the findings of my analysis. I would recommend a certified traffic engineer recreate and or review the analysis conducted by the Police Department, should the Council determine that further action is needed. Typically, enforcement is the appropriate answer to curtail small percentage speeding when the 85% speed is within limits, which is not the apparent case in this study. The Essex Police Department will evaluate how enforcement is taking place in the area to assess if adjustments should or can be made.

Site Code: {Site Code}

Station ID: {Station ID}

Location 1: {Location 1}

Location 2: {Location 2}

Location 3: {Location 3}

Location 4: {Location 4}

Comment 1: {Comment 1}

Comment 2: {Comment 2}

Comment 3: {Comment 3}

Comment 4: {Comment 4}

Latitude: {Latitude}

Longitude: {Longitude}

Combined Lanes 7/21/2025 to 8/5/2025

Peak Analysis

Classes Excluded From Peaks: None

Date	AM Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor	Pm Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor
7/21/2025	10:47 AM	1026	10:48 AM	273	0.94	4:11 PM	1316	4:14 PM	347	0.95
7/22/2025	7:28 AM	1079	7:33 AM	294	0.92	4:37 PM	1339	5:13 PM	358	0.94
7/23/2025	7:29 AM	1047	7:29 AM	282	0.93	4:35 PM	1312	4:49 PM	350	0.94
7/24/2025	7:11 AM	1063	7:41 AM	288	0.92	4:46 PM	1374	4:46 PM	367	0.94
7/25/2025	10:35 AM	990	11:14 AM	290	0.85	4:12 PM	1430	4:30 PM	366	0.98
7/26/2025	10:12 AM	1187	10:18 AM	319	0.93	12:01 PM	1219	12:33 PM	324	0.94
7/27/2025	10:58 AM	788	11:42 AM	221	0.89	1:58 PM	1204	2:31 PM	346	0.87
7/28/2025	7:27 AM	1056	7:32 AM	286	0.92	4:53 PM	1215	5:05 PM	342	0.89
7/29/2025	7:27 AM	1085	7:33 AM	291	0.93	4:41 PM	1336	4:41 PM	352	0.95
7/30/2025	7:15 AM	1090	7:15 AM	289	0.94	12:49 PM	1025	1:33 PM	311	0.82
7/31/2025	7:25 AM	640	7:39 AM	179	0.89	3:16 PM	850	3:34 PM	228	0.93
8/1/2025	7:49 AM	672	8:27 AM	195	0.86	3:24 PM	778	3:34 PM	217	0.90
8/2/2025	10:39 AM	535	10:39 AM	140	0.96	2:52 PM	513	3:35 PM	142	0.90
8/3/2025	11:00 AM	458	11:39 AM	129	0.89	1:07 PM	525	1:14 PM	145	0.91
8/4/2025	7:35 AM	641	7:38 AM	180	0.89	4:54 PM	775	5:08 PM	223	0.87
8/5/2025	7:30 AM	644	7:31 AM	178	0.90	3:16 PM	808	3:44 PM	226	0.89

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
25 - 34	141,432	75.3%

Percentile Speeds

Percentile	50th	85th	100th
Speed - MPH	28.9	33.1	106.8

Vehicles Traveling Greater Than 11.0 MPH

Total Volume	187,732
Total Greater Than 11.0	187,037
Percent Greater Than 11.0	99.6%

Mean, Median, and Mode Averages

Mean:	28.7
Median (50th %):	28.9
Mode:	29.6

Classification Statistics

Unclassed
187732
100.0%

DEPARTMENTAL MEMORANDUM



Date: August 5th, 2025

To: Regina Mahony – City Manager
Rick Jones – Public Works Superintendent

CC: Chief Ron Hoague
Lt. Paul Courtois

From: Corporal Stephen Gragg – Traffic Safety Officer

Re: Traffic Calming - Speed Study Request, Maple Street

Discussion:

On July 21st, 2025, in response to resident reports and officer observations, data collection equipment was deployed on Maple Street to collect information on the speed and number of vehicles using the road. The policy established by the Village of Essex Junction Trustees called *Trustees' Policy Regarding Traffic Calming* requires speed studies to be conducted between May 1st and September 30th.

Speed, volume, and length data were collected simultaneously in both directions utilizing a Jamar LE2 RADAR unit between July 21th at approximately 0725 hours and August 5th at approximately 1300 hours. The data collection point was from utility pole 103025 adjacent 51 Maple Street. The data was stored digitally at the Essex Police Department as part of case file 25ES005300.

The data collected has been reviewed by Police Officers, who are not traffic engineers, using the analytic software STARnext, which is designed to be used in conjunction with the specific data collection device used. During the study time, 128,040 vehicles were recorded. The average speed was 30.2 miles per hour. The posted speed limit on Maple Street is 25 miles per hour. The majority of vehicles, 80.0%, were traveling between 26 and 35 miles per hour. The eighty-fifth percentile speed was 34.1 miles per hour, 9.1 miles per hour over the posted speed limit. This calculated benchmark is 4.1 miles per hour over the threshold set by the Village Trustee's Policy of five miles per hour over the posted limit.

This device is not continuously monitored, uses no optical review, and can measure speed data from things other than vehicles, such as joggers, bikers, or objects traveling over 5 miles per hour in the roadway. This equipment also captures all activity including the speeds of authorized emergency vehicles that may be exceeding the posted speed limit in a manner allowed by State Statute.

A search of records indicates 43 reported crashes on Maple Street, two of which were reported to have injuries involved. Records show one pedestrian crash that also involved a juvenile.

Recommendations:

It is my recommendation, as a Police Officer assigned to traffic safety, that the City Council take this analysis into consideration and prioritize traffic calming efforts on Maple Street with other projects in the City of Essex Junction with a moderate to high priority based on the findings of my analysis. I would recommend a certified traffic engineer recreate and or review the analysis conducted by the Police Department, should the Council determine that further action is needed. Digital speed signs are not a recommended solution as they have been deployed in the area of the study for several years and were active during the study with no apparent impact. Typically, enforcement is the appropriate answer to curtail small percentage speeding when the 85% speed is within limits, which is not the apparent case in this study. The Essex Police Department will evaluate how enforcement is taking place in the area to assess if adjustments should or can be made.

Site Code: {Site Code}

Station ID: {Station ID}

Location 1: {Location 1}

Location 2: {Location 2}

Location 3: {Location 3}

Location 4: {Location 4}

Comment 1: {Comment 1}

Comment 2: {Comment 2}

Comment 3: {Comment 3}

Comment 4: {Comment 4}

Latitude: {Latitude}

Longitude: {Longitude}

Combined Lanes 7/21/2025 to 8/5/2025

Peak Analysis

Classes Excluded From Peaks: None

Date	AM Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor	Pm Peak	Hour Volume	Highest Interval Time	Highest Interval Volume	Peak Hour Factor
7/21/2025	8:04 AM	654	8:04 AM	185	0.88	4:26 PM	877	4:30 PM	242	0.91
7/22/2025	7:40 AM	678	7:46 AM	196	0.86	4:16 PM	840	4:41 PM	232	0.91
7/23/2025	7:39 AM	669	8:09 AM	180	0.93	4:30 PM	895	5:04 PM	246	0.91
7/24/2025	7:35 AM	635	7:35 AM	187	0.85	4:29 PM	860	4:58 PM	229	0.94
7/25/2025	7:33 AM	599	8:11 AM	172	0.87	3:23 PM	747	3:31 PM	205	0.91
7/26/2025	10:11 AM	592	10:52 AM	162	0.91	3:32 PM	619	3:38 PM	180	0.86
7/27/2025	9:42 AM	425	10:18 AM	132	0.80	2:18 PM	510	2:19 PM	140	0.91
7/28/2025	7:18 AM	616	7:45 AM	176	0.88	4:15 PM	808	4:35 PM	228	0.89
7/29/2025	7:29 AM	658	7:38 AM	186	0.88	4:09 PM	870	4:53 PM	242	0.90
7/30/2025	7:42 AM	670	8:25 AM	190	0.88	4:57 PM	799	4:59 PM	213	0.94
7/31/2025	7:25 AM	640	7:39 AM	179	0.89	3:16 PM	850	3:34 PM	228	0.93
8/1/2025	7:49 AM	672	8:27 AM	195	0.86	3:24 PM	778	3:34 PM	217	0.90
8/2/2025	10:39 AM	535	10:39 AM	140	0.96	2:52 PM	513	3:35 PM	142	0.90
8/3/2025	11:00 AM	458	11:39 AM	129	0.89	1:07 PM	525	1:14 PM	145	0.91
8/4/2025	7:35 AM	641	7:38 AM	180	0.89	4:54 PM	775	5:08 PM	223	0.87
8/5/2025	7:30 AM	644	7:31 AM	178	0.90	3:16 PM	808	3:44 PM	226	0.89

Pace Speed - MPH

Classes Excluded From Pace: None

Speed	Number	Percent
26 - 35	102,391	80.0%

Percentile Speeds

Percentile	50th	85th	100th
Speed - MPH	29.9	34.1	106.8

Vehicles Traveling Greater Than 11.0 MPH

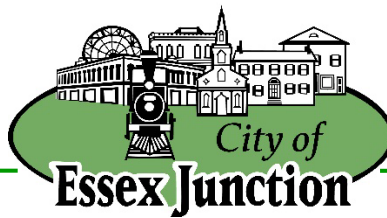
Total Volume	128,040
Total Greater Than 11.0	127,883
Percent Greater Than 11.0	99.9%

Mean, Median, and Mode Averages

Mean:	30.2
Median (50th %):	29.9
Mode:	29.9

Classification Statistics

Unclassed
128040
100.0%



MEMORANDUM

To: City Council

From: Regina Mahony, City Manager

Meeting Date: August 13, 2025

Subject: Discussion and Consideration of NEW Municipal Code Chapter 22: Ordinance Regulating Earth Work within the Crescent Connector Right-of-Way

Issue: A new Ordinance is needed to set standards and conditions for any earth work activities within the Crescent Connector Right-of-Way (ROW).

Discussion:

The Crescent Connector ROW is located within or adjacent to railroad property that has been in rail use for over 150 years. Testing on the site identified concentrations of polycyclic aromatic hydrocarbons (PAHs) and the metals arsenic, antimony, lead, and mercury in excess of US EPA Region Screening Levels. These conditions are believed to be attributed to former coal-burning emissions and maintenance associated with the railroad. Therefore, a Corrective Action Plan ("CAP") was prepared by Stone Environmental Inc. for the Crescent Connector Roadway Project, SMS Number: 2012-4263, as revised March 15, 2017.

This Ordinance sets standards and conditions for any earth work activities within the Crescent Connector ROW. The Ordinance establishes the following conditions for any earth work within the ROW: (1) the work is in compliance with the CAP; (2) an approval is provided by the Vermont DEC; and (3) the Earth Work conforms with best practices.

Ordinance Adoption Procedures

A public hearing is required by City Charter before the ordinance can be approved. After the public hearing, the City Council may choose to:

- Approve the amendments to the Municipal code by majority of the total membership of the Council, or
- Further amend the ordinance. If the Council amends the ordinance further, another public hearing must be held at which the amended ordinance will be further considered. The Council may finally pass the amended ordinance or amend it again, subject to the same procedures (City Charter Section 502).

The Ordinance becomes effective upon passage (City Charter Section 503).

After approval of the Municipal Code Chapter 22, a notice of the amendments to the Essex Junction Municipal Code will be placed in the Seven Days newspaper and appear in the minutes.

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

Cost: None

Recommendation

It is recommended that the Council review the new Municipal Code Chapter 22, and either:

- Direct staff to make further edits to the draft ordinances; and/or
- Adopt the ordinance as presented.

Recommended Motion

Should the Council decide to move forward with adopting the ordinance, here is a recommended motion:

“I move that the City Council adopt the new proposed Essex Junction Municipal Ordinance *Chapter 22 Ordinance Regulating Earth Work within the Crescent Connector Right-of-Way* as presented.”

Attachments:

- Draft of Municipal Code Chapter 22: Ordinance Regulating Earth Work within the Crescent Connector Right-of-Way

CITY OF ESSEX JUNCTION

MUNICIPAL CODE

CHAPTER 22

ORDINANCE REGULATING EARTH WORK WITHIN THE CRESCENT CONNECTOR

RIGHT-OF-WAY

PURPOSE: The Crescent Connector Right-of-Way is located within or adjacent to railroad property that has been in rail use for over 150 years. Testing on the site has identified concentrations of polycyclic aromatic hydrocarbons (PAHs) and the metals arsenic, antimony, lead, and mercury in excess of US EPA Region Screening Levels. These conditions are believed to be attributed to former coal-burning emissions and maintenance associated with the railroad. As such, this Ordinance sets standards and conditions for any earth work activities within the Crescent Connector Right-of-Way.

SECTION 1: DEFINITIONS.

The following terms, for the purpose of this Ordinance, are defined as set forth below:

- A. Earth Work: Any activity that may result in the risk of exposure or disturbance of contaminated soil, including but not limited to excavation, grading, or resurfacing where soil is exposed.
- B. Corrective Action Plan: The Corrective Action Plan ("CAP") prepared by Stone Environmental Inc. for the Crescent Connector Roadway Project, SMS Number: 2012-4263, as revised March 15, 2017, a copy of which is filed with the City of Essex Junction ("City") office and the VT Department of Environmental Conservation ("VT DEC").
- C. Crescent Connector Right-of-Way: The permanent Right-of-Way established and on file in the Town of Essex Land Records for the Crescent Connector roadway, beginning at Park Street and continuing along its length to its intersection with Main Street, including properties leased from the New England Central Railroad, Inc. ("Railroad"). There are two plan sets recorded in the Land Records that identify the location of the Right-of-Way:
 - i. The Final Right-of-Way Plans entitled "Proposed Improvement Village of Essex Junction County of Chittenden STP 5300 (13) Crescent Connector" are recorded in the Town of Essex Land Records at Map Slide 519E – H, Map Slide 520A – H, Map Slide 521A – H, Map Slide 522A – H, Map Slide 523A – H, Map Slide 524A – H and Map Slide 525A – D.

- ii. Plans provided to locate right-of-way boundary points shown on the right-of-way plans are titled “Right-of-Way Control Plan Crescent Connector STP 5300 (13) for the City of Essex Junction, Essex Junction, VT 05452” and recorded in the City Land Records at Map Slide 3C, 3D, 4A, 4B, and 4C.

SECTION 2: ADMINISTRATION AND ENFORCEMENT.

The City Manager, the Zoning Administrator, or their designee (“Agent”) shall be responsible for the administration of this Ordinance and shall have the authority to enforce compliance through the use of civil and criminal penalties as authorized by this Ordinance. Further, compliance with State and Federal regulations pertaining to the exposure, transport, or disposal of contaminated soils shall apply and be enforceable by any State or Federal authority with jurisdiction.

SECTION 3: RIGHT-OF-WAY PROPERTY

- A. Any Earth Work proposed within the Crescent Connector Right-of-Way requires the approval of the City Manager or Agent and the VT DEC, Sites Management Section. The City Manager or Agent shall approve the Earth Work if: (1) the work is in compliance with the CAP; (2) an approval is provided by the Vermont DEC; and (3) the Earth Work conforms with best practices. The City Manager or Agent may, in their sole discretion, rely on a qualified environmental professional of their choosing, to be selected by the City Manager or Agent, to determine compliance with the CAP. Any applicant seeking approval under this Ordinance may be assessed the costs expended by the City for the qualified environmental professional’s review of the proposed Earth Work.
- B. Earth Work that disturbs contaminated soils shall be performed in Level D or Modified Level D personal protective equipment by workers trained and medically monitored in accordance with the OSHA HAZWOPER regulations (29 CFR 1910.120 or as revised modified).
- C. Engineered barriers installed to prevent exposure to contaminated soils (including concrete caps such as sidewalks; asphalt, concrete and aggregate caps such as parking lots or roadways; or soil or geotextile fabric caps in green spaces) shall be monitored and maintained pursuant to Section 6.9 of the CAP (or as modified or revised) in perpetuity to ensure their integrity and functionality as designed.
- D. In addition to any other conditions, obligations, or requirements, any Earth Work conducted within the Crescent Connector Right-of-Way shall adhere to the conditions and requirements within the CAP.
- E. The contractor performing the Earth Work, unless otherwise agreed by the City Manager or Agent in a written agreement, is responsible for obtaining the necessary approval from the DEC and is responsible for payment of all cost associated with complying with the CAP and State or Federal regulations concerning exposure to, handling of, transporting of and/or disposal of contaminated soils.

SECTION 4: EQUITABLE REMEDIES.

In addition to penalties set forth in this Ordinance, the City Manager or Agent may initiate an action for an injunction, mandamus, abatement, or any other appropriate legal action to remediate, remove, or prevent further violation of any of the provisions of this Ordinance. Any and all costs for such actions are the sole responsibility of the violator. This Ordinance in no way exempts compliance with other applicable State or Federal regulations, including any fines or penalties associated therewith.

SECTION 5: PENALTY.

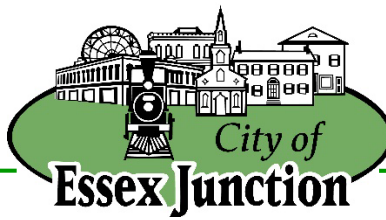
A violation of any provision of this Ordinance shall be punishable by a fine of up to \$500 per day, per violation until the unlawful condition is abated, corrected, or removed.

SECTION 6: SEVERABILITY.

If any section of this Ordinance is held by a court of competent jurisdiction to be invalid, such finding shall not invalidate any other provisions of the Ordinance.

SECTION 7: APPEAL OF NOTICE OF VIOLATION PENALTY.

A person or entity aggrieved by a decision, revocation, suspension, or penalty pursuant to this Ordinance may appeal to the City Council. An appeal of this Ordinance does not void or stay any action of a State or Federal agency with proper independent jurisdiction.



MEMORANDUM

To: City Council

From: Regina Mahony, City Manager

Meeting Date: August 13, 2025

Subject: Future Committees Discussion

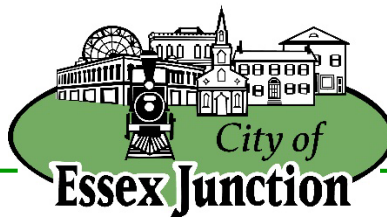
Issue: To discuss potential future committees.

Discussion: Time permitting, the purpose of this agenda item is for the Council to have an open discussion regarding their thoughts on committees and meeting community needs.

Cost: N/A

Recommendation: N/A – agenda item is for discussion only.

Attachments: None



MEMORANDUM

To: Essex Junction City Council

From: Regina Mahony, City Manager

Meeting Date: August 13, 2025

Subject: Executive Session to Discuss Negotiating Lease options for the Teen Center/CHIPS at 2 Lincoln

Issue: The issue is whether the City Council will enter executive session to discuss the negotiating or securing of real estate purchase or lease options for the Teen Center/CHIPS.

Discussion: To have a complete and thorough discussion about this topic, it would appear that an executive session would be necessary. The negotiating or securing of real estate purchase or lease options can be a protected discussion.

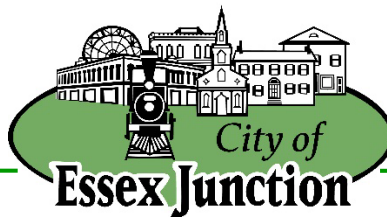
Cost: N/A at this time

Recommendation:

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

Motion #1

"I move that the City Council enter into executive session to discuss a contract, pursuant to 1 V.S.A. § 313(a)(2) to include the City Council and City Manager."



MEMORANDUM

To: Essex Junction City Council

From: Regina Mahony, City Manager

Meeting Date: August 13, 2025

Subject: Executive session for a Town Contracts

Issue: The issue is whether the City Council will enter executive session to discuss Police and Assessing contracts.

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

Cost: N/A at this time

Recommendation:

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

Motion #1

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

Motion #2

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

**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING AGENDA OPEN FORUM
MINUTES OF MEETING
July 23, 2025**

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

ADMINISTRATION: Regina Mahony, City Manager; Wendy Hysko, Library Director; Jess Morris, Finance Director; Chris Yuen, Community Development Director.

OTHERS PRESENT: Dorothy Bergendahl, Steven Eustis, Jeanne Grant, Sheila Porter, Resa.

1. CALL TO ORDER

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

2. AGENDA ADDITIONS/CHANGES

Councilor Shelden requested moving Consent Item #7b to the Business Item portion of the Agenda.

3. APPROVE AGENDA

Councilor Haney made a motion, seconded by Councilor Shelden, to move Consent Item #7b to be Business Item #6g. The motion passed 5-0.

4. PUBLIC TO BE HEARD

a. Comments from Public

Steven Eustis spoke about the need for road improvements on Route 15 between Pearl Street and the Interstate, especially the ruts in the road that become hazardous during rainstorms. He asked that this be raised with the City's Chittenden County Regional Planning Commission (CCRPC) representative, given the safety concerns. City Manager Mahony noted that the City is paving the outbound side of Pearl Street from the West Street Extension to Susie Wilson Road. She said that the City has communicated with VTrans in the past about having that road paved more quickly, and said that they will communicate this need to CCRPC as well.

5. PUBLIC HEARING

a. Proposed Amendments to Municipal Code Chapter 9: Enforcement and Chapter 18: Ordinance regulating control of litter, refuse, garbage, junk, junk motor vehicles, trash, and solid waste

City Council President Thibeault opened the public hearing.

Chris Yuen, Community Development Director, provided an overview of the proposed amendments for Chapters 9 and 11 of the City's Municipal Code. He said the purpose of the proposed amendments is to clearly designate additional chapters of the Code as civil ordinances rather than criminal ones, given that enforcement of civil ordinances is generally simpler and less administratively burdensome. He said that they are also intended to address inconsistencies in penalty amounts between Chapters 9 and 18, authorize the Zoning Administrator as municipal officials approved to issue tickets for civil ordinance violations, to clarify certain definitions, extend responsibility of maintaining litter-free properties to occupants and lessees, incorporate technical changes, require the proper maintenance of backyard composters, and remove reference to a non-existent Ordinance Appeals Board.

The following public comments were received:

- Steven Eustis asked how the City would handle situations where certain properties become places where many people leave discarded items for free (though not necessarily under the purview of the property-owner). Director Yuen replied that if this is occurring in the City's right-of-way it is the City's issue, but that if it occurs on private property, it becomes a private property issue. City Manager Mahony said that ultimately the property-owner needs to be held accountable, and it could be tricky to prove that the property-owner is or isn't responsible for the discarded items. Director Yuen said

that the enforcement process is extremely involved, and that it is unlikely that the property would be incurring fines without the City becoming involved and working with them to resolve the issue prior to that point.

Councilor Miller made a motion, seconded by Councilor Shelden, to close the public hearing. The motion passed 5-0.

6. BUSINESS ITEMS

a. Discussion & Consideration of FY26 Tax Rate

Finance Director Morris began by noting that the grand list decreased slightly from 2024 to 2025, which is driven by a change at the state level in how utility properties are valued. She noted that this decrease was mostly offset by increases in value to other types of properties, such that the decrease was around \$82,000. She noted that the General Fund tax rate for FY26 stands at 1.008%, the Tax Agreement rate for tax stabilization agreements is 0.0022%, and the Economic Development tax rate is 0.0100%. She said that this represents an overall tax rate increase of 3.5% over FY25, or a roughly \$96 increase on a \$280,000 assessed property.

The following public comments were received:

- Dorothy Bergendahl asked why the tax impact example used is a \$280,000 property, given that home values have significantly increased from this. Councilor Miller noted that this is the averaged assessed value of an Essex Junction home as of the last Citywide reappraisal, and that the example figure will increase once the next reappraisal is completed.

Councilor Miller made a motion, seconded by Councilor Shelden, that the City Council approve the FY26 General Tax Rate at \$1.0080 and the Tax Agreement Rate at \$0.0022. The motion passed 5-0.

b. Presentation of the FY2026 – 2030 Brownell Library Strategic Plan

Jeanne Grant (chair), Dorothy Bergendahl (treasurer), and Sheila Porter (secretary) of the Brownell Library Board of Trustees presented on this item, along with Library Director Hysko. Ms. Grant noted that the Library Trustees update the Library's strategic plan every five years. Ms. Grant spoke about the process updating the Library's Strategic Plan for 2026-2030, the focus of which was to align library services with community needs, municipal goals, and future growth. She noted that a survey was fielded to the community, which had around 500 responses, and the results of that survey guided the strategic plan update. She noted the goals that the plan prioritizes, which include fostering community and belonging, improving access and innovation, reimagining the library spaces to support flexible and inclusive use, and investing in staff growth and ensuring good long-term resource stewardship. She provided an overview of the demographics of survey respondents and then summarized survey responses. She spoke about the demographics of those who use programming, noting that they are trying to get more adults to attend and participate in programming. Councilor Certa asked about this and what could be driving the lack of engagement. Ms. Bergendahl noted that this could be an after-effect of the Covid-19 pandemic, where many older adults don't feel comfortable attending in-person events with large crowds still. Councilor Certa suggested possibly holding topical conversations at Brownell related to the City's strategic goals and priorities.

The following public comments were received:

- Resa thanked the Trustees for making Brownell one of the best libraries in the state. She noted that she used to attend programming at the Library in person but has not done so since prior to the pandemic, given the continued prevalence of Covid-19.

Councilor Miller spoke about the Library's recent potluck event, commending it and noting that it will be a recurring event.

c. Discussion & Consideration of Amendments to Municipal Code Chapter 9: Enforcement and Chapter 18: Ordinance regulating control of litter, refuse, garbage, junk, junk motor vehicles, trash, and solid waste

Councilor Certa noted that the proposed amendments will allow for designees for certain authorities, and asked how the public will know who the designees are. Director Yuen noted that all staff in the Community Development Department are also assistant zoning administrators, so they are already designees by extension. He noted that all enforcement is conducted via mail and phone and noted that staff are generally not permitted on private property without a warrant. He spoke about situations where staff are allowed onto properties to conduct inspections (such as when there is an active zoning permit). City Council President Thibeault sought clarity about the language used between Sections 902 and 1802, noting that Section 9 authorizes the Community Development Director or designee to issue a fine, and that Section 1802 states that the City Manager is responsible for enforcing compliance with the ordinance. She asked whether Section 1802 would also allow for the Community Development Director (as a designated municipal officer) to enforce compliance. City Manager Mahony suggested seeking clarity from legal counsel on this language prior to adoption.

City Council President Thibeault made a motion, seconded by Councilor Miller, that the City Council adopt the amendments to the Essex Junction Municipal Code Chapters 9 and 18 as presented, pending legal review. The motion passed 5-0.

d. Amtrak Update and Consideration of Submittal of Fund Obligation

Director Yuen noted that the project team has completed the scope, budget, and schedule needed for submission to the Federal Railroad Administration (FRA) to pursue grant obligation, pending a final piece of documentation from the New England Central Railroad (NECR). He provided an overview of what parts of the scope of the project have changed since the 2016 scoping study and what will remain the same. He noted the central feature from the scoping study, that of a continuous roof canopy that will cover both the bus loading area and part of the train platform. He noted that the 2016 study also suggested establishing a two-way traffic pattern, but that they have determined that there are ways to improve traffic circulation without establishing this new traffic pattern. He noted that the preliminary engineering team have proposed a donut-shaped canopy that would extend out to the exposed pedestrian areas around the building but wouldn't cap the entire roof (to ensure minimal disruption to the HVAC and rooftop utilities for the building). He noted that removing the existing vestibule is not currently in scope, but that a through path could be created. He noted circulation patterns that would be minimal impact but would be improvements over current state. He noted a handful of "add on" elements that are included in the scope but that would be implemented only if the budget allows, which include demolition of the disused ATM vestibule, façade improvements, new furnishings, and renovation of the existing waiting room. City Manager Mahony noted that this \$3 million federally-funded project requires a \$550,000 match from the City (once the downtown transportation grant is taken into account). She said the decision before the Council tonight is whether to obligate the City match and move forward with the project.

Councilor Certa acknowledged that this project has been discussed since 2016, but expressed skepticism about funding a project that will essentially be doing the railroad a favor and be to their economic benefit. He asked how many people are actually using the train station on a daily basis. Director Yuen replied that 16,001 used Essex Junction Station on Amtrak in 2023. He noted that the station is used more frequently by Green Mountain Transit, given that it is the terminus of Route 2 (the second busiest in Chittenden County). City Manager Mahony said that though neither the City nor Amtrak own the building, the structure is within the downtown of the City and it continues to be an eyesore in its current state. She spoke about the City's commitment to multi-modal travel, and said that if the City won't do this, no one else will. Councilor Certa asked if there are other multi-modal projects in the City's capital project lineup that could be more impactful. Director Yuen noted that the project would be a functional improvement in addition to an aesthetic improvement, and also noted that rail in the U.S. is largely owned by freight companies, which lease their tracks and some stations to Amtrak. He said that NECR does not have financial interest in improvements to the station, but the community benefits greatly if station improvements increase ridership and multi-modal outcomes in the City. Councilor Haney said this project was a high priority for the Village Trustees for many

years, and spoke about the prodigious amount of lobbying community members conducted with Senator Leahy's staff to obtain these federal funds. She said that from an economic development standpoint, improving this station has many benefits. She said the more welcoming it looks, the more people will want to use it and be in that area. She expressed support for this improvement. Councilor Miller noted that Amtrak had 17,817 riders out of Essex Junction in FY25, and that the federal government's ADA-compliant ramp was \$4.86 million. He said that this project is low-risk and potentially high-reward for the City. Councilor Shelden expressed support for these station improvements. He suggested keeping the vestibule for extra seating and exploring whether solar panels could be put on the building (if funding and flexibility allow for this).

The following public comments were received:

- Resa spoke about the number of people who judge Essex Junction based solely on the train station and surrounding area, given that that is the extent of their exposure. She expressed support for this as an important investment.

Councilor Miller made a motion, seconded by Councilor Haney, that the City Council direct staff to pursue the federal grant obligation for the Essex Junction Train and Bus Station Improvements Project as presented. The motion passed 5-0.

e. Discussion and Consideration of Crescent Connector CAP Ordinance & Set Public Hearing
City Manager Mahony noted that this is a new ordinance and relate to a corrective action plan for the contaminated soils under the Crescent Connector Road. She said that this ordinance would require that anyone who needs to excavate within the right-of-way moving forward needs to do so in compliance with the Corrective Action Plan set forth in the ordinance. Councilor Shelden suggested language removing the City Council and adding the Zoning Administrator and designees to the ordinance so that the City Manager or Zoning Administrator could delegate authority to a municipal officer more quickly to approve an excavation permit.

Councilor Miller made a motion, seconded by Councilor Shelden, that the City Council warn a public hearing on August 13, 2025 at 6:30pm to receive comment on the new proposed Essex Junction Municipal Ordinance Chapter 22 Ordinance Regulating Earth Work within the Crescent Connector Right-of-Way as amended. The motion passed 5-0.

f. 2025 Legislative Update

City Manager Mahony provided an overview of the legislative activity in 2025 and acts of relevance for Essex Junction. She noted that Act 51 contains amendments to Open Meeting Law that clarify the types of bodies covered—"public body" and "advisory body", requirements to prohibit virtual-only meetings for public bodies, and modifications to executive session requirements. Councilor Certa asked whether all of the City's public meetings could be put onto YouTube, and City Manager Mahony said they could look into this. City Manager Mahony then spoke about Act 57 (the Flood Bill), which contains amendments related to revisions for the Local Option Tax formula and the authority to create and maintain an Unassigned Fund Balance. She spoke about Act 69 (related to Housing and Development) and the creation of the Community Housing and Infrastructure Program, which allows for the use of future tax revenue of housing projects to pay for the costs of capital projects needed to support that housing development. She then spoke about Act 37 (Stormwater Management), which contains amendments related to compliance with the 3-acre permit rule and associated deadlines. She spoke about Act 70 (Miscellaneous Changes to Election Law). She then spoke about Act 73 (Transforming Vermont's Education Governance, Quality, and Finance Systems), noting that implications for the City include reappraisal changes and property classification changes. Councilor Haney suggested a joint conversation with the School Board about this bill and implications for property tax increases that could come out of future reappraisals. City Manager Mahony spoke about Act 43 (the FY2026 Transportation Bill), which contains a reduction in State paving funds.

- g. Approve Continued Use of Per Capita Cost Share for the Essex Police Department Services with the Town of Essex **was Consent Item #7b**
- Councilor Sheldon expressed concern that the City is paying for 50% of a contract that it has no say in negotiating, though he expressed support for the financial agreements themselves.

Councilor Sheldon made a motion, seconded by Councilor Haney, that the City Council approve the allocation of costs on a per capita basis under the Police Services Agreement that the City has with the Town of Essex. The motion passed 5-0.

7. CONSENT ITEMS

- a. Approve Meeting Minutes: June 25, 2025, and July 9, 2025
- b. Approve Continued Use of Per Capita Cost Share for the Essex Police Department Services with the Town of Essex **now Business Item #6g**
- c. Appoint Chittenden County Regional Planning Commission Board Representative
- d. Approve Questica Software Subscription Renewal

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

8. **COUNCILOR COMMENTS & CITY MANAGER REPORT:** City Manager Mahony noted that Crescent Connector signals have been adjusted, but said that the smart signal is still being fixed and the emergency emitter at Park and South is also still being worked on. She noted that the water line replacement project on Iroquois Road has started. She noted that the library roof project is starting soon. She noted that the project on Pearl Street between the West Street Extension and Susie Wilson Road will be presented to the Planning Commission on August 7th. She noted that repaving will begin on August 7th. She also spoke about national night out. She further noted that the wastewater team found a wedding ring in the grit collector and will hold it until its owner comes forward. Councilor Haney spoke about Super Sucker 7000 activity in her neighborhood. Councilor Miller thanked the workers responsible for night street marking in the Crescent Connector area.

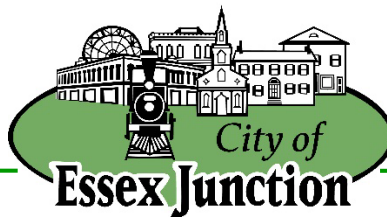
9. READING FILE

- a. Check Warrant #24078, June 25, 2025; #24080, July 11, 2025
- b. June Financials
- c. Connect the Junction Online Forum is Open
- d. PCAB Minutes – June 17, 2025
- e. PC Minutes – July 10, 2025
- f. Gov Minutes – June 12, 2025
- g. CJC Restorative Reading Series
- h. City Council Open Forum Responses

10. ADJOURN

Councilor Haney made a motion, seconded by Councilor Miller, to adjourn the meeting. The motion passed 5-0 at 8:45 P.M.

Respectfully Submitted,
Amy Coonradt



MEMORANDUM

To: City Council, acting as the Local Cannabis Control Commission
From: Christopher Yuen, Community Development Director
Meeting Date: August 13, 2025
Subject: Retailer Cannabis license renewal application – Sweetspot Vermont LLC

Issue

The issue is whether the City Council, acting as the Local Cannabis Control Commission (LCCC), will approve the Cannabis Retailer, VT S-000012863 license renewal, for Sweetspot Vermont LLC on 139 Pearl Street.

Discussion

On July 1, 2025, the City received notice of a pending license renewal application for an existing cannabis retailer at 139 Pearl Street from the Vermont Cannabis Control Board (VCCB). The LCCC has 45 days from the date of the City receiving this notice to render a decision on the renewal.

The authority of the Local Cannabis Control Commission is limited to zoning. Cannabis retail is permitted in the Highway-Arterial (HA) Zoning District, where the 139 Pearl Street property is located. This address is not within a cannabis retail prohibition zone.

The applicant holds a valid Zoning Permit (No. 104) for Cannabis Retail use at the address, holds a valid certificate of occupancy, and appears to remain compliant with the Land Development Code.

Recommendation

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

Recommended Motion

"I move that the Essex Junction Local Cannabis Control Commission APPROVE the Retail Cannabis license for Sweetspot Vermont, LLC."

Attachments

Local Cannabis License renewal application
Zoning Permit and Certificate of Occupancy



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

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

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

1. Applicant Information

Name: Sweetspot Vermont LLC

Doing Business As: Sweetspot Dispensary

Mailing Address: 17 Faye Lane, Mt. Pleasant, SC 29464

Telephone Number: 203-667-6696

2. Owner/Agent Contact Information

Name: Purepoint Consulting Group LLC c/o David Bacheyev

Mailing Address: 501 Madison Ave Suite 703 New York, NY 10022

Telephone Number: 646-673-2659

Email: David@timevaultnyc.com

3. Address where use will occur in the City

139 Pearl Street, Essex Junction, VT 05452

4. Licensing Information

Type of License Requested (check all that apply)

License Type		Tier (if applicable)	Date Applied for State Permit	State Permit Number (if Issued)
<input type="checkbox"/>	Outdoor Cultivation*			
<input type="checkbox"/>	Indoor Cultivation*			
<input type="checkbox"/>	Mixed Cultivation*			
<input checked="" type="checkbox"/>	Retail	N/A	7/1/2025	S-000012863
<input type="checkbox"/>	Manufacturing*			
<input type="checkbox"/>	Testing			
<input type="checkbox"/>	Wholesale			

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

5. Local Compliance Information

Compliance Questions	Answer
Land Use	
Has the Zoning Administrator been contacted regarding your proposed use?	Yes
Is the use permitted by local zoning bylaws in the location you have identified?	Yes
If yes, is a zoning permit required?	Yes
If a zoning permit is required, what is the date the complete application was submitted for review?	6/15/2023
Has the zoning permit been issued? Is yes, please attach to application.	Yes
Utility	
Is an allocation for water being requested?	No (renewal only)
If yes, how many gallons per day have been requested?	N/A

Has an allocation for water been granted?	N/A
Is an allocation for wastewater being requested?	No (renewal only)
If yes, how many gallons per day have been requested?	N/A
Has an allocation for wastewater been granted?	N/A
Has a biological oxygen demand test been conducted on the wastewater?	No, Not Required.
What is the Biological Oxygen Demand of the wastewater?	N/A
Have fees for allocations been paid or is a payment plan in place with the City?	Yes

6. Acknowledgement & Signature

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

Signature David Bacheyev

Date 7/21/2025

Printed Name David Bacheyev

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

Official Use Only - Do Not Write Below This Line

Parcel Code: 1035049000

Received By: Chris Yuen July 21, 2025 via email

Department Sign Offs

Fire: *Chris Gaboriault*
Chris Gaboriault (Aug 3, 2025 10:51:06 EDT)

Police: *Ron Hoague*

Planning & Zoning: *[Signature]*

Wastewater: *Chelsea H. Mandigo*

Recommended

Action: Approve

Cannabis Control Commission Review

License/Application #: S-000012863

Date of CCC Meeting: August 13, 2025

Action by CCC: _____

Date Follow-up sent: _____

City of Essex Junction, Vermont

ZONING PERMIT

No. 104 Date Issued: 11/21/23

Parcel Number: 1035049000

Location: 139 Pearl Street

Issued to: Raymond D. Paquette

FOR USE/CONSTRUCTION OF: Change of Use -
Professional Office with one
apartment to Retail Sales
for Cannabis, storage and one
apartment per approved plan

[Signature] C. YUEN STAFF APPROVAL

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

THIS PERMIT EXPIRES 12 MONTHS FROM DATE OF ISSUANCE.

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

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

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

PERMIT VALID: 12/6/23

*Approval required by Local Cannabis Control
Commission. Certificate of Occupancy
required upon completion



ZONING PERMIT APPLICATION

Permit# 104

Property description (address) 139 Pearl Street (fka Sleep Disorders Center)

General Information:

Applicant Sweetspot Vermont

Day Phone# 1-203-536-4971

Address 17 Faye Lane, Mt. Pleasant, SC 29464

Owner of Record (attach affidavit if not applicant)

Name Raymond D. Paquette

Day Phone# 802-238-3347

Address P.O. Box 57, 132 Cheney Road, Lowell, VT 05847

Day Phone#

Email Address rpaquette83@gmail.com

Property Information

Zoning District HA Current Land Use Medical/Office/ADU Tax Map Page# 35

Lot # 49 Lot Size/sq.ft. 19,288 Street frontage (public or private) 315 feet

Proposed number of stories 2 Proposed height 29'

Lot coverage (include all structures and impervious surfaces):

Existing 11,780 sq.ft. + proposed 0 sq.ft. = 11,780 total sq.ft.

Divided by 18,746 lot sq.ft. = 61 % lot coverage.

Source of size information (X) Deed, () Survey, () Tax Map, () Other. If other, explain

Book 825; Page 793 recorded on September 8, 2011

Describe proposed new use(s) and or structure(s) Cannabis Retail Dispensary, Storage & One ADU

Dimensions or areas of proposed new structures(s) or new uses(s):

New Retail = 1,480 sf; Storage = 3,814 sf; One Accessory Apartment (ADU)

Estimated starting date Late Summer 2023 Estimated completion date December, 2023

Attach a site plan that clearly indicates the location of the structure or use, distance to all property lines, and all other information as specified on the zoning permit application checklist or in the Land Development Code. Provide an explanation for any items not submitted.

I certify that the information on this application is true and correct. I agree to abide by all the rules and regulations as specified in the Land Development Code and any conditions placed upon approval of this application.

Ramon D. Paquette for Sweetspot VT

6/15/2023

Applicant

Date

Ramon D. Paquette

6/15/2023

Landowner (if different)

Date

RECEIVED

Staff Action

JUN 28 2023

Date Received City of Essex Junction Approved ☒ Denied ☐ Explain (if denied)

Other approvals, if any (note type/attach other signed approvals): Permit valid 12/6/23

Conditions, if any Approval required by Local Cannabis Control Commission. Certificate of Occupancy required upon completion

Staff Signature

C. Yuen

Date

21-Nov-2023

Description: Change Use & c/o
Fee Amount: \$250.00

Fee Verified

PAID

JUL 11 2023

City of Essex Junction

CITY OF ESSEX JUNCTION, VT



CERTIFICATE OF OCCUPANCY

AS PER SECTION 510 OF THE CITY OF ESSEX JUNCTION LAND DEVELOPMENT CODE,
THE PREMISES AT

139 Pearl Street

IS HEREBY APPROVED FOR OCCUPANCY AS

**Retail Sales for Cannabis and
One Apartment**

PER ZONING PERMIT # **104**

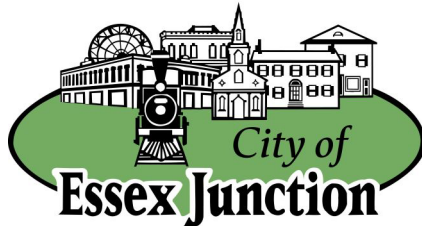
ISSUED ON **November 21, 2023**

November 27, 2024

DATE

C. YUEN
STAFF SIGNATURE

**NOTE: ANY CHANGE OF USE OR ADDITIONS TO THE APPROVED SITE PLAN REQUIRE A
NEW ZONING PERMIT.**



REVISED Memorandum

To: City Council, Regina Mahony, City Manager

CC: Ron Hoague, Police Chief

From: Susan McNamara-Hill, Clerk

Re: Liquor applications

Date: August 13, 2025

Issue

On July 9, 2025, the City Council approved the 1st class liquor license for Pick Thai at 34 Park Street. The business has now applied for an outside consumption permit for the premises. The issue is whether the Council will approve the addition of an Outside Consumption Permit for the business in the City of Essex Junction listed in the July 30, 2025 memorandum from Police Chief Ron Hoague re: "Liquor License Applications."

Discussion

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

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

- Pick Thai LLC, 34 Park Street, Unit 8

Recommendation

Staff recommends that the Council approve the Liquor applications for the business listed in the July 30, 2025 memorandum re: "Liquor License Applications".

DEPARTMENTAL MEMORANDUM



Date: July 30, 2025

To: Regina Mahony
City Manager

From: Ron Hoague
Chief of Police

Subject: Liquor License Applications

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

Pick Thai LLC
Includes outside consumption

DBA: Pick Thai
34 Park Street, Unit 8
Essex Junction, VT 05452



Memo

To: Essex Junction City Council
From: Joanne Pfaff, Administrative Assistant
Meeting Date: August 13, 2025
Agenda Item: EHS Homecoming Bonfire

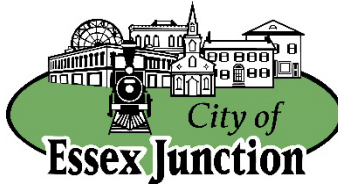
Issue: Garry Scott, Director of Facilities and District Safety, on behalf of Essex High School (EHS), is requesting a burn permit from the City Council to hold their annual Homecoming bonfire.

Discussion: EHS will hold its Homecoming football game on Friday, October 10, 2025, and would like to have the usual pallet bonfire in the fire pit past the north end zone of the football field. There will be a safety perimeter set up with assistance from Essex Police, Essex Junction Fire and EWSD safety and administrative staff. Fire Chief Gaboriault has approved this request and stated that they will have a crew there to support. The Essex Junction Public Nuisance Ordinance Section 614 Open Fires, subpart D: "... The Village Trustees, with the concurrence of the Essex Junction Fire Chief, may approve a burn permit for a community event provided that the Essex Junction Fire Department is present."

Cost: None

Recommendation: It is recommend that the City Council approve the burn permit as authorized by the Essex Junction Public Nuisance Ordinance.

Attachments: None



Memo

To: Essex Junction City Council
From: Ashley Snellenberger, Communications & Strategic Initiatives Director
Meeting Date: August 13, 2025
Agenda Item: Approval for Pyrotechnics at a Concert at CVE

Issue: ATL Special FX is requesting approval for pyrotechnics for the Brantley Gilbert concert performing at the Champlain Valley Fair on August 23, 2025.

Discussion: ATL Special FX has provided the City with a Fire Safety Plan. This has been approved by Fire Chief Gaboriault, Police Chief Ron Hoague, and Essex Rescue Executive Director Colleen Ballard. While we don't have a specific pyrotechnic permit, combustibles fall under the definition of fireworks in the Public Nuisance Ordinance, so we felt this is permissible. Therefore, we recommend approving this request.

Also, CVE already has a sound waiver for this event in accordance with the Essex Junction Public Nuisance Ordinance and the CVE Sound Indemnification Agreement.

Cost: None

Recommendation: It is recommended that the City Council approve use of pyrotechnics as requested and as authorized by the Essex Junction Public Nuisance Ordinance.

Attachments: None



Memo

To: Essex Junction City Council
From: Ashley Snellenberger, Communications & Strategic Initiatives Director
Meeting Date: August 13, 2025
Agenda Item: Request to Close Main Street

Issue: The Essex Junction Recreation and Parks Department is requesting to close Main Street for a community event series.

Discussion: EJRP is requesting to host a fall event series on Main Street. This would require Main Street to be closed from the 5 Corners to Railroad Ave (with Railroad Ave remaining open) from 1 p.m. to 10:30 p.m. on the following Saturdays: 9/20, 9/27, 10/4, and 10/11. The events each Saturday would run from 4-7 p.m., followed by a movie starting at 7 p.m. Details are still being finalized, but they may include a stage with performances, art activities, artisans/crafters/vendors, kids' activities, and food trucks.

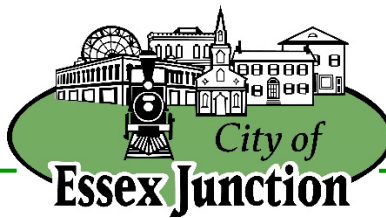
Staff recommends approval of this street closure pending approval from the Public Works Superintendent, Fire Chief, and Police Chief. We are submitting this request early due to the timing of the upcoming events and to clarify details about the series. EJRP has coordinated with the Police Department and Public Works to discuss how the events will operate, but we are still awaiting signatures from the three department heads on the Street Closure Form.

Cost: None

Recommendation: It is recommended that the Council approve the Street Closure Form for the fall event series on Main Street, pending approval from the Public Works Superintendent, Fire Chief, and Police Chief.

Recommended Motion: None

Attachments:



MEMORANDUM

To: City Council

From: Regina Mahony, City Manager

Meeting Date: August 13, 2025

Subject: Approve Easement for Green Mountain Power on Park Street

Issue: The issue is whether the City Council will temporarily lift an overnight parking ban at the Park Street School municipal parking lot.

Discussion: The property at 17 Park Street is currently being redeveloped (former Dominos building). The developer, Milot Real Estate (Brett Grabowski), requests that the City provide an easement to Green Mountain Power for a new vault mounted transformer and new pole that will serve the 17 Park Street property but also, eventually, serve the property on the other side of Park Street. When the other side of Park Street gets redeveloped, this will enable the existing overhead utility poles on Park Street between 17 Park Street and the Five Corners intersection to come down. The new vault mounted transformer and new power pole will be located in the grass area on the south side of the driveway to the Park Street School.

The location of the new vault mounted transformer and pole, and associated easement area, has been reviewed by the Public Works Superintendent and the City Engineer. The easement language has been reviewed by the City Attorney.

Cost: None.

Recommendation: It is recommended that the City Council authorize the City Manager to grant the Green Mountain Power Corporation an easement within the Park Street Road Right of Way for the purposes described in the attached easement, and authorize the City Manager to sign the attached easement.

Recommended Motion: "I move that the City Council authorize the City Manager to grant the Green Mountain Power Corporation an easement within the Park Street Road Right of Way for the purposes described in the attached easement, and authorize the City Manager to sign the attached easement."

Attachments:

Easement from the City of Essex Junction to the Green Mountain Power Corporation
Site Plan with new vault and pole location identified – see the bottom right corner

KNOW ALL PERSONS BY THESE PRESENTS:

That **City of Essex Junction, a Municipality** in in the County of **Chittenden** and State of **Vermont**, (hereinafter, whether singular or plural, called the GRANTOR), in consideration of One Dollar paid and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, hereby gives, grants, bargains, sells and conveys unto **GREEN MOUNTAIN POWER CORPORATION**, a Vermont corporation with a principal place of business situated in the Town of Colchester, County of Chittenden, and State of Vermont, (hereinafter, regardless of the number of GRANTEES, called the GRANTEES) and to its/their successors and assigns, the perpetual right and easement to erect, place, construct, reconstruct, bury, operate, repair, maintain, replace, patrol and remove **overhead and/or underground cables, wires, lines, conduits, poles, guys, anchors, braces, foundations, above and below ground equipment**, fixtures and appurtenances (hereinafter, called the facilities or a facility) for the transmission and/or distribution of electricity and for telecommunications use and transmission and transmission of intelligence (including but not limited to data, information, video and voice), any of which facilities may be erected at different times and at such voltages and capacities as GRANTEES may from time to time determine, under, upon, over or across lands of GRANTOR in the City of, **Essex Junction** in the County of **Chittenden**, and State of Vermont, hereinafter referred to as the "Easement Area" and described as follows:

Commencing at GRANTEES **proposed P.5 (15352A) to be located within the Park Street Road Right of Way. Said line to traverse in a generally westerly direction approximately 30' to GRANTEE'S proposed MTC 5-11 (15484A) on a common vault with GRANTEE'S proposed PAD 5-11-01 (15485A); thence traversing an additional 55' in a generally northerly direction to a point of intersection with lines previously installed by GRANTEE which feed GRANTEE'S PAD 5-11 (767082). GRANTEE'S existing line shall be rerouted from this intersection to GRANTEE's proposed PAD 5-11-01 (15485A). Once said line has been relocated and GRANTEE'S facilities removed or retired in place, unused portion of the existing easement shall be quit claimed to GRANTOR. This easement is subordinate to the rights previously granted in easements benefitting Irene Hinsdale dated June 18, 2010, recorded in Volume 950, Page 852 in the Town of Essex, Vermont Land Records; Handy Hotels and Rentals, LLC dated January 19, 2016 recorded in Volume 949, Page 426 in the Town of Essex, Vermont Land Records; and Handy Hotels and Rentals, LLC dated June 4, 2019 recorded in Volume 1013, Page 399 & 400 in the Town of Essex, Vermont Land Records.**

The exact location of the facility or facilities is to be selected by the GRANTEES after their final surveys have been completed within the above-described location. Said Easement Area shall be five (5) feet on each side of the centerline of installed conduits for underground facilities, and additionally six (6) feet from the outer perimeter of all underground and above ground facilities inclusive of the five (5) feet on each side of the centerline.

Together with the perpetual right and easement from time to time without further payment therefore, to renew, replace, add to, remove, and otherwise change the facilities and each and every part thereof within said Easement Area, and to access said Easement Area to and from the adjoining lands of GRANTOR for all of the purposes set out herein, to provide for the continued operation, maintenance and replacement of said facilities.

Included in this grant is the continuing right of the GRANTEES within the Easement Area to cut down, trim and to remove and keep cleared such trees, underbrush, and vegetation, or parts thereof growing within or overhanging such Easement Area as in the agreement of the GRANTOR and GRANTEES may interfere with or endanger the efficient operation and use of said facilities and to remove certain plantings and approximately 70' of paved sidewalk to be relocated by the developer, or which may be subsequently placed on or within such Easement Area in violation of the rights and privileges of GRANTEES hereunder, together, also, with the permanent right to enter on adjacent lands of GRANTOR to cut or trim and remove such trees growing outside the limits of the Easement Area that may, in the agreement of GRANTEE and GRANTOR, interfere with or be likely to interfere with, the successful operation of the facilities now or hereafter to be constructed on said Easement Area (danger trees).

The GRANTOR, for GRANTOR and GRANTOR'S successors and assigns, does hereby covenant that none of them will erect or permit any building or any other structures or trees or bushes to be erected or placed within the Easement Area, or change the grade, fill or excavate, or grant future rights or easements within said Easement Area that would materially interfere with the proper operation and maintenance of said facilities. By way of illustration, but not of limitation, the following uses are specifically forbidden: swimming pools, ponds, tennis courts, septic tanks, leach fields/mound systems, any building or other structure, unregistered vehicle parking, or storage of any materials or equipment.

GRANTOR's premises, including the Easement Area, are commonly known and referred to as: **21 Park Street, City of Essex Junction, Vermont**. GRANTOR'S premises include a portion of the same land and premises conveyed to GRANTOR by Warranty Deed of Essex Junction School District dated June 14, 2017 and recorded at Volume 981, Page 786 of the Town of Essex Land Records.

GRANTEE agrees to repair damage to GRANTOR’S premises and return premises to equal or better condition within the bounds of the disturbance caused by GRANTEE while exercising the rights granted herein consistent with currently available and reasonable construction practices, methods and materials. GRANTEE shall work with GRANTOR to ensure that all reasonable repairs shall be completed in a workman-like and timely manner. It is agreed that facilities shall remain in the property of the GRANTEES, its/their successors and assigns, and that the GRANTEES, its/their successors and assigns, shall pay all taxes assessed thereon.

GRANTEES shall have the right to assign to others, in whole or in part, any or all of the rights, privileges and easements hereinbefore set forth.

TO HAVE AND TO HOLD the above granted easements and rights, with all the privileges and appurtenances thereunto belonging, unto and to the use of the said GRANTEES, its/their successors and assigns, forever.

And the GRANTOR hereby for said GRANTOR and its successors and assigns, covenants with the GRANTEES, its/their successors and assigns, that the GRANTOR is lawfully seized in fee simple of the granted premises, and that the GRANTOR has good right and title to sell and convey the same as aforesaid, that they are free from any claims of, or encumbrances by third parties, except those already specifically identified herein or as recorded in the Land Records, including without limitation, any claim or encumbrance created by an offer of dedication to a municipality for a roadway(s) and will WARRANT and defend the same to the GRANTEES, its/their successors and assigns, forever against the lawful claims and demands of all persons.

IN WITNESS WHEREOF the aforementioned GRANTOR has hereunto set its/his/her/their hand and seal and further, to the extent GRANTOR is an entity, the signatory hereto executes this instrument on behalf of said entity and as its duly authorized agent this _____ day of _____, _____.

IN THE PRESENCE OF:

CITY OF ESSEX JUNCTION

Witness to Grantor

BY: _____

Title: _____,
and duly authorized agent.

STATE OF **Vermont**
COUNTY OF **Chittenden**

BE IT REMEMBERED, that on the _____ day of _____, _____, personally appeared _____, _____ and duly authorized agent for the City of Essex Junction, signer and sealer of the foregoing written instrument and acknowledged the same to be **her/his free act and deed and the free act and deed of the GRANTOR herein.**

Before me,

Notary Public Credential #
Commission Expires:

SPACE BELOW THIS LINE FOR RECORD ENTRY PURPOSES ONLY AND NOT A PART OF ABOVE CONVEYANCE

_____ Clerk’s Office

Taglet Number: 15352A

Received for Record

_____, 20____

Project Number: 200641

at ____ o’clock _____ minutes ____ .M. and
recorded in Book ____ Page ____ of Land
Records.
Attest: _____, Clerk



Memo

To: Essex Junction City Council

From: Ashley Snellenberger, Communications & Strategic Initiatives Director

Meeting Date: August 13, 2025

Agenda Item: Request for Sound Waiver for Iroquois Ave., Abnaki Ave., Orchard Terrace, and Seneca Ave.

Issue: The City Manager has been notified that trash haulers are unable to collect trash on Iroquois Ave., Abnaki Ave., Orchard Terrace, and Seneca Ave. due to the Iroquois Ave. Waterline and Roadway Replacement Project.

Discussion: Municipal Code Chapter 6 Public Nuisance Section 605 - Excessive Sound, subpart B (vi) states that the removal of household and commercial trash by authorized commercial trash haulers utilizing mechanized conveyances between the hours of 9 PM and 7 AM is prohibited. Trash haulers have been unable to collect trash in the road construction area and are requesting permission to service these streets before 7 AM until the construction is finished. Construction on this project is scheduled to continue until October 2025. Staff have contacted the Public Works Superintendent and the Essex Police Department, and they do not have an issue with providing a temporary sound waiver to trash haulers for these streets until construction is completed on the road construction project.

Municipal Code Chapter 6 Public Nuisance Section 605 - Excessive Sound, subpart D: Exemptions (a)(i) states that sound from the following sources shall be exempt from the prohibitions specified herein: any person or organization that has obtained a sound waiver from the Village of Essex Junction (Champlain Valley Fair, parade, block parties, fireworks, etc.).

Cost: None

Recommendation: It is recommended that the City Council grant a temporary sound waiver for trash haulers to collect trash before 7 AM on Iroquois Ave., Abnaki Ave., Orchard Terrace, and Seneca Ave. only until the completion of the Iroquois Ave. Waterline and Roadway Replacement project.

Recommended Motion: None

Attachments:

07/25/25

City of Essex Junction Accounts Payable

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01:37 pm

Check Warrant Report # 24081 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 07/18/25 To 07/25/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
28470	07/03/25	VMERS DB 110800 Payroll Transfer	210-2-00-00-210.004	20042.02	56050	07/23/25
		PR-07/03/25	Retirement Payable			
05290	07/01/25	ADVANCE AUTO PARTS 9820 MICRO2/3 MCASEVALPAK for	210-5-40-12-430.000	34.78	56051	07/25/25
		552518250609	R&M Vehicles & Equipment			
05290	07/02/25	ADVANCE AUTO PARTS 9820 Degreaser	210-5-40-12-610.000	36.39	56051	07/25/25
		552518342343	General Supplies			
05290	07/02/25	ADVANCE AUTO PARTS 9820 dielectric grease	210-5-40-12-610.000	15.85	56051	07/25/25
		552518350667	General Supplies			
05290	07/02/25	ADVANCE AUTO PARTS 9820 supplies	210-5-40-12-610.000	25.97	56051	07/25/25
		552518350668	General Supplies			
05290	07/14/25	ADVANCE AUTO PARTS 9820 Supplies for shop	210-5-40-12-610.000	36.51	56051	07/25/25
		552519529650	General Supplies			
28555	07/02/25	ALLEGIANCE TRUCKS Blower Motor Resistor	210-5-40-12-430.000	74.15	56054	07/25/25
		X122039887:0	R&M Vehicles & Equipment			
28555	07/07/25	ALLEGIANCE TRUCKS HARNESS, AIR CONDITIONER-	210-5-40-12-430.000	106.48	56054	07/25/25
		X122039890:0	R&M Vehicles & Equipment			
28555	07/14/25	ALLEGIANCE TRUCKS Shop parts for vehicles	210-5-40-12-430.000	32.80	56054	07/25/25
		X122040052:0	R&M Vehicles & Equipment			
28555	07/14/25	ALLEGIANCE TRUCKS CONNECTOR, BODY 6-WAY #7	210-5-40-12-430.000	71.28	56054	07/25/25
		X122040052:A	R&M Vehicles & Equipment			
80184	07/14/25	AMAZON BUSINESS SERVICES BL Lib+Blg Supply JUL25	210-5-35-10-610.000	26.71	56056	07/25/25
		114WCYT9QFRF	General Supplies			
80184	07/14/25	AMAZON BUSINESS SERVICES BL Lib+Blg Supply JUL25	210-5-41-21-610.000	15.55	56056	07/25/25
		114WCYT9QFRF	General Supplies			
80184	07/18/25	AMAZON BUSINESS SERVICES BL JBooks JUL25	210-5-35-10-640.202	40.04	56056	07/25/25
		14DN4JFCLWWG	Juvenile Collection			
80184	07/12/25	AMAZON BUSINESS SERVICES BL JColl:Bks,etc JUL25	210-5-35-10-640.202	568.56	56056	07/25/25
		17YMTY1KXH9K	Juvenile Collection			
19815	07/11/25	AMAZON CAPITAL SERVICES Senior Supplies	210-5-30-10-610.000	9.02	56057	07/25/25
		1FMVLD66MKHD	General Supplies			
23600	07/10/25	BILLINGS FARM & MUSEUM BL Fnd AttrctnPass JUL25	210-5-90-00-991.000	250.00	56061	07/25/25
		BILLINGS 072	Library Donation Expense			
00530	07/03/25	BRODART CO BL JBooks JUL25	210-5-35-10-640.202	56.66	56063	07/25/25
		B7016358	Juvenile Collection			
00530	07/03/25	BRODART CO BL JBooks JUL25	210-5-35-10-610.000	4.04	56063	07/25/25
		B7016358	General Supplies			
16030	07/09/25	BROWN ELECTRIC Provide Light Pole Fixtur	210-5-40-12-610.200	2512.00	56064	07/25/25
		40662	Streetlight Supplies			
16030	07/09/25	BROWN ELECTRIC Work done on 6/30/25 Pole	210-5-40-12-610.200	244.00	56064	07/25/25
		40680	Streetlight Supplies			
22670	07/16/25	CAPITAL ONE CREDIT CARD - EJRP CC June FY25	210-5-30-10-610.000	257.87	56066	07/25/25
		65080725	General Supplies			
V10617	06/30/25	CHADWICK-BAROSS CRduplicate paid inv C401	210-5-40-12-430.000	-1882.70	56068	07/25/25
		C40150CR	R&M Vehicles & Equipment			
V10617	07/09/25	CHADWICK-BAROSS BRACKET, HINGE	210-5-40-12-430.000	85.31	56068	07/25/25
		C47356	R&M Vehicles & Equipment			
V10617	07/17/25	CHADWICK-BAROSS Counter Inop repaired. f	210-5-40-12-430.000	4218.77	56068	07/25/25
		L10776	R&M Vehicles & Equipment			
21210	07/10/25	CINTAS LOC # 68M 71 M 3X10 BLACK MAT	210-5-40-12-610.000	23.45	56071	07/25/25
		4236443408	General Supplies			

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
21210	CINTAS LOC # 68M 71 M	07/17/25	3X10 BLACK MAT 4237152009	210-5-40-12-610.000 General Supplies	23.45	56071	07/25/25
04320	CIVIC PLUS INC	08/04/25	Annual Clickfix subscript 340387	210-5-40-12-505.000 Tech. Subs, Licenses	6560.77	56072	07/25/25
80221	CLARK, BETHANY	06/12/25	Stipend GOV June 2025 061225Clark	210-5-11-10-190.000 Board Member Payments	50.00	56073	07/25/25
30100	COBRAHELP	07/15/25	Cobra Admin July 2025 344463	210-5-10-10-330.000 Professional Services	43.35	56074	07/25/25
80197	COEN, Thomas	06/12/25	Stipend GOV June 2025 061225Coen	210-5-11-10-190.000 Board Member Payments	50.00	56075	07/25/25
04940	COMCAST	07/19/25	2 Linc Bkup Internet 8/20 01363430725	210-5-41-20-530.000 Communications	149.89	56076	07/25/25
04940	COMCAST	07/03/25	Cable TV 02077220725	210-5-41-22-530.000 Communications	23.59	56077	07/25/25
17025	COONRADT AMY	07/15/25	Recording Secretary CC 07 0221	210-5-11-10-330.000 Professtional Services	72.00	56079	07/25/25
38280	CRYSTAL ROCK BOTTLED WATE	07/18/25	2 Lincoln Bottled Water J 177222770725	210-5-41-20-610.000 General Supplies	27.95	56080	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/15/25	June 1, 2025-June 30, 202 24801071525	210-5-40-13-451.000 Summer Construction Servi	1063.90	56083	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/08/25	MSP Permitting May 24811 0523	210-5-41-26-431.000 R&M Buildings & Grounds	805.50	56083	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/15/25	June 1, 2025-June 30, 202 24820071525	210-5-40-12-330.000 Professional Services	1662.50	56083	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/15/25	Engineering June 2025 24824 0725	210-1-00-00-130.002 Exchange - Billable	740.00	56083	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/15/25	June 1, 2025-June 30, 202 25808071525	210-5-40-12-330.000 Professional Services	788.35	56083	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/08/25	EJ-Misc Assistance 2025 M 25810 0725	210-5-16-10-330.000 Professional Services	464.60	56083	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/15/25	Community Devel June 2025 25810R 07152	210-5-16-10-330.000 Professional Services	376.15	56083	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/15/25	CO Inspection site visit 25820 071520	210-1-00-00-130.002 Exchange - Billable	138.75	56083	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/15/25	Site visit June 11 2025 25821 071520	210-1-00-00-130.002 Exchange - Billable	143.00	56083	07/25/25
35260	EAST COAST PRINTERS INC	07/03/25	Shirts for the crew 07032531	210-5-40-12-612.000 Uniforms	33.25	56086	07/25/25
35260	EAST COAST PRINTERS INC	07/08/25	17 Shirts 07082530	210-5-40-12-612.000 Uniforms	80.75	56086	07/25/25
V0777	ESSEX REPORTER	07/15/25	Website Ad July 2025 413320	210-5-10-10-540.000 Advertising	145.00	56090	07/25/25
31875	ESSEX TOWN WATER DEPT	07/07/25	75 Maple Water Sewer 323665961	210-5-41-26-410.000 Water and Sewer Charges	110.39	56091	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/07/25	Comm Dev Supplies 0193805	210-5-16-10-610.000 General Supplies	16.58	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	06/30/25	June 25 Job Ad 06/30/2025	210-5-10-10-540.000 Advertising	705.00	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	06/25/25	Credit Returned Stamp 062525	210-5-12-10-610.000 General Supplies	-10.20	56095	07/25/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80021	FIRST NATIONAL BANK OF OM	07/07/25	Com Dev 2 Lincoln Suppli 0692210	210-5-16-10-610.000 General Supplies	36.06	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/07/25	Com Dev 2 Lincoln Suppli 0692210	210-5-10-10-610.000 General Supplies	15.49	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	06/15/25	Job Ad SW LinkedIn 101112319518	210-5-10-10-540.000 Advertising	113.63	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/01/25	Job Ad SW FY25 10111785335	210-5-25-10-610.000 General Supplies	57.56	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	06/25/25	Urban Bikeway Street Des 12790544	210-5-16-10-610.000 General Supplies	129.24	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/11/25	Sales tax credit 12809112	210-5-35-10-610.000 General Supplies	-8.46	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	06/24/25	Dash Cameras 130627300010	210-5-25-10-750.000 Machinery & Equipment	815.80	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/01/25	GOCO July 25 bill 150405	210-5-10-10-505.000 Tech. Subs, Licenses	554.86	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/01/25	GOCO partial June 25 char 150405 B	210-5-10-10-505.000 Tech. Subs, Licenses	2.61	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	06/15/25	Clerk Supplies 1983400	210-5-12-10-610.000 General Supplies	10.20	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	06/20/25	FD supplies June 2025 2861829	210-5-25-10-500.000 Training, Conf, Dues	543.60	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/14/25	Fire Dept. Supplies July 3465863	210-5-25-10-610.000 General Supplies	111.98	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/01/25	2 Lincoln Supplies 3675401	210-5-10-10-610.000 General Supplies	138.49	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/14/25	BWAC Park Tool 4058602	210-5-16-10-610.000 General Supplies	12.95	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/14/25	EV Charger Signs 4167449	210-5-16-10-610.000 General Supplies	39.98	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/03/25	admin time tracking June 456006	210-5-13-10-505.000 Tech. Subs, Licenses	208.57	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/03/25	library time tracking Jun 456426	210-5-13-10-505.000 Tech. Subs, Licenses	240.00	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/11/25	Fire Dept. Supplies July 4817037	210-5-25-10-610.000 General Supplies	16.98	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	06/24/25	FD Supplies 5945042	210-5-25-10-610.000 General Supplies	234.62	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/10/25	Fire Dept. Supplies July 7937023	210-5-25-10-610.000 General Supplies	18.04	56095	07/25/25
21845	FIRST NATIONAL BANK OMAHA	07/18/25	BL Tech JUL25 0017 0725C	210-5-35-10-505.000 Tech. Subs, Licenses	208.79	56097	07/25/25
21845	FIRST NATIONAL BANK OMAHA	07/18/25	BL Tech JUL25 0017 0725C	210-5-90-00-991.000 Library Donation Expense	-3.52	56097	07/25/25
21845	FIRST NATIONAL BANK OMAHA	07/18/25	BL Assorted JUN25 0017 0725P	210-5-35-10-845.000 Employee/Volunteer Recogn	72.57	56097	07/25/25
21845	FIRST NATIONAL BANK OMAHA	07/18/25	BL Assorted JUN25 0017 0725P	210-5-90-00-640.202 Juvenile Collection repl	36.62	56097	07/25/25
21845	FIRST NATIONAL BANK OMAHA	07/18/25	BL Assorted JUN25 0017 0725P	210-5-90-00-991.000 Library Donation Expense	53.81	56097	07/25/25

07/25/25

City of Essex Junction Accounts Payable

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01:37 pm

Check Warrant Report # 24081 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 07/18/25 To 07/25/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
21845	FIRST NATIONAL BANK OMAHA	07/18/25	BL Assorted JUN25 0017 0725P	210-5-35-10-840.201 Adult Programs	255.65	56097	07/25/25
21845	FIRST NATIONAL BANK OMAHA	07/18/25	BL Assorted JUN25 0017 0725P	210-5-90-00-640.201 Adult Collection replacem	90.00	56097	07/25/25
21845	FIRST NATIONAL BANK OMAHA	07/18/25	BL Assorted JUN25 0017 0725P	210-5-35-10-505.000 Tech. Subs, Licenses	159.46	56097	07/25/25
21840	FIRST NATIONAL BANK OMAHA	07/14/25	2 Lincoln Building Suppli 07142025	210-5-41-20-610.000 General Supplies	5.79	56098	07/25/25
25410	FIRST NATIONAL BANK OMAHA	07/18/25	Supplies FY'25 288001	210-5-12-10-610.000 General Supplies	68.96	56099	07/25/25
25410	FIRST NATIONAL BANK OMAHA	07/18/25	Postage 767206	210-5-12-10-560.000 Postage	84.10	56099	07/25/25
12685	FRONT PORCH FORUM INC	06/01/25	City FPF FY26 21964R	210-5-10-10-530.000 Communications	2844.00	56101	07/25/25
80079	GANNETT NEW ENGL LOCALIQ	06/30/25	Pavement Marking Bid Ad 0007180199	210-5-40-12-540.000 Advertising	445.82	56103	07/25/25
20470	GLOBAL MONTELLO ATT: FLEE	06/30/25	June fuel 332403	210-5-30-12-626.000 Gasoline	425.68	56104	07/25/25
20470	GLOBAL MONTELLO ATT: FLEE	06/30/25	June fuel 332403	210-5-25-10-626.000 Gasoline	395.96	56104	07/25/25
20470	GLOBAL MONTELLO ATT: FLEE	06/30/25	June fuel 332403	210-5-40-12-626.000 Gasoline	2004.68	56104	07/25/25
26400	GMT/CCTA	07/01/25	FY26 Member Assessment In 2026-0006-4	210-5-19-10-800.102 GMT	71148.25	56105	07/25/25
04035	GOT THAT RENTAL & SALES I	07/01/25	Rake, shovel 142994	210-5-40-12-610.000 General Supplies	341.91	56107	07/25/25
04035	GOT THAT RENTAL & SALES I	07/14/25	Tools 143523	210-5-30-12-610.000 General Supplies	254.98	56107	07/25/25
80042	GOV OS INC	07/14/25	July Land Records 1NV10407	210-5-12-10-505.000 Tech. Subs Licenses	364.14	56108	07/25/25
29500	GRACE RENTALS LLC (STORAG	06/18/25	Used 20' Storage Containe 3133	210-5-25-10-500.000 Training, Conf, Dues	9130.00	56109	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/09/25	Multi Solar Accounts 06/0 070925D	210-5-41-23-622.000 Electricity	59.68	56111	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/09/25	Multi Solar Accounts 06/0 070925D	210-5-41-20-622.000 Electricity	308.97	56111	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/09/25	Multi Solar Accounts 06/0 070925D	210-5-40-12-622.200 Streetlight Electricity	213.40	56111	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/09/25	Multi Solar Accounts 06/0 070925D	210-5-41-21-622.000 Electricity	618.43	56111	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/09/25	Multi Solar Accounts 06/0 070925D	210-5-40-12-622.000 Electricity	61.32	56111	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/09/25	Multi Solar Accounts 06/0 070925D	210-5-41-22-622.000 Electricity	308.97	56111	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/14/25	06/11/25-07/11/25 Non Sol 071425NS	210-5-40-12-622.200 Streetlight Electricity	11455.52	56112	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/14/25	06/11/25-07/11/25 Non Sol 071425NS	210-5-40-12-622.000 Electricity	723.43	56112	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/15/25	GMP Railroad St. Crossing 3616071525	210-5-40-12-622.200 Streetlight Electricity	468.67	56113	07/25/25

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07010	GREEN MOUNTAIN POWER CORP	07/09/25	MSP Power July 50853241748	210-5-41-26-622.000 Electricity	2012.24	56114	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/15/25	GMP Park/Railroad Signal 8592071525	210-5-40-12-622.200 Streetlight Electricity	120.15	56115	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/09/25	MSP Power July 90443107223	210-5-41-26-622.000 Electricity	123.64	56116	07/25/25
80025	GREEN MTN CREDIT UNION	07/23/25	Recording error Grn Mtn C 17553	210-4-12-10-020.023 Records Preservation	4.00	56117	07/25/25
80025	GREEN MTN CREDIT UNION	07/23/25	Recording error Grn Mtn C 17553	210-4-12-10-020.004 Recording Fees	11.00	56117	07/25/25
28515	ICMA	07/01/25	Membership FY26 11288622025	210-5-10-10-500.000 Training, Conf, Dues	852.33	56119	07/25/25
33495	INGRAM LIBRARY SERVICES I	07/07/25	BL A+AFndBooks JUL25 89045829	210-5-35-10-610.000 General Supplies	29.51	56120	07/25/25
33495	INGRAM LIBRARY SERVICES I	07/07/25	BL A+AFndBooks JUL25 89045829	210-5-35-10-640.201 Adult Collection	271.42	56120	07/25/25
33495	INGRAM LIBRARY SERVICES I	07/07/25	BL A+AFndBooks JUL25 89045829	210-5-90-00-991.000 Library Donation Expense	34.72	56120	07/25/25
33495	INGRAM LIBRARY SERVICES I	07/08/25	BL A+AREplBook JUL25 89071784	210-5-35-10-640.201 Adult Collection	48.19	56120	07/25/25
33495	INGRAM LIBRARY SERVICES I	07/08/25	BL A+AREplBook JUL25 89071784	210-5-90-00-640.201 Adult Collection replacem	11.59	56120	07/25/25
33495	INGRAM LIBRARY SERVICES I	07/08/25	BL A+AREplBook JUL25 89071784	210-5-35-10-610.000 General Supplies	5.19	56120	07/25/25
33495	INGRAM LIBRARY SERVICES I	07/14/25	BL A+AFndnBooks JUL25 89182409	210-5-35-10-640.201 Adult Collection	118.80	56120	07/25/25
33495	INGRAM LIBRARY SERVICES I	07/14/25	BL A+AFndnBooks JUL25 89182409	210-5-90-00-991.000 Library Donation Expense	16.80	56120	07/25/25
33495	INGRAM LIBRARY SERVICES I	07/14/25	BL A+AFndnBooks JUL25 89182409	210-5-35-10-610.000 General Supplies	9.73	56120	07/25/25
11710	INVEST EAP	07/01/25	EAP 07012025	210-5-25-10-290.000 Other Employee Benefits	216.00	56121	07/25/25
15145	JOBTARGET LLC	07/17/25	Job Ad Preschool July 25 33244134	210-5-10-10-540.000 Advertising	399.00	56122	07/25/25
80135	KANOPY INC	07/14/25	BL A+JStrmg JUL14 25-26 459650	210-5-35-10-640.202 Juvenile Collection	400.00	56123	07/25/25
80135	KANOPY INC	07/14/25	BL A+JStrmg JUL14 25-26 459650	210-5-35-10-640.201 Adult Collection	2800.00	56123	07/25/25
V1245	KINGDOM COUNTY PRODUCTION	07/14/25	BL ADvd JUL25 KINGDOM 0720	210-5-35-10-640.201 Adult Collection	75.00	56124	07/25/25
80087	KONICA MINOLTA PREMIER FI	07/11/25	Copier Lease July 2025 559840533	210-5-10-10-442.000 Rental Vehicles/Equip	165.54	56125	07/25/25
80087	KONICA MINOLTA PREMIER FI	07/11/25	Copier Lease July 2025 559840533	210-5-40-12-442.000 Rental Vehicles/Equip	70.40	56125	07/25/25
80087	KONICA MINOLTA PREMIER FI	07/11/25	Copier Lease July 2025 559840533	210-5-35-10-442.000 Rental Vehicles/Equip	328.00	56125	07/25/25
80087	KONICA MINOLTA PREMIER FI	07/11/25	Copier Lease July 2025 559840533	210-5-30-10-442.000 Rental Vehicles/Equip	149.40	56125	07/25/25
21865	LAFAYETTE HIGHWAY SPECIAL	07/01/25	2" SQUARE TUBE SIGN POST, 35987	210-5-40-12-605.000 Summer Construction Suppl	222.00	56126	07/25/25

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33195	LIMOGE & SONS GARAGE DOOR	07/23/25	Fix TRAILER DOOR 88865TE	210-5-40-12-430.000 R&M Vehicles & Equipment	100.00	56127	07/25/25
25625	LOWE'S - 1080	07/02/25	EJRP Lowes July FY26 10800725	210-5-30-12-610.000 General Supplies	7.34	56128	07/25/25
25625	LOWE'S - 1080	07/02/25	EJRP Lowes June FY25 10800725A	210-5-30-12-610.000 General Supplies	730.09	56128	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	210-5-35-10-210.000 Group Insurance	256.20	56129	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	210-5-16-10-210.000 Group Insurance	103.85	56129	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	210-5-40-12-210.000 Group Insurance	84.18	56129	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	210-5-10-10-210.000 Group Insurance	146.40	56129	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	210-5-30-12-210.000 Group Insurance	73.20	56129	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	210-5-13-10-210.000 Group Insurance	109.80	56129	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	210-5-12-10-210.000 Group Insurance	73.20	56129	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	210-5-30-10-210.000 Group Insurance	274.50	56129	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 FY25 1706277A	210-5-30-10-210.000 Group Insurance	439.20	56129	07/25/25
26920	MAYVILLE DARBY	07/13/25	PC minutes July 10 2025 46	210-5-16-10-330.000 Professional Services	60.00	56132	07/25/25
26920	MAYVILLE DARBY	07/18/25	July DRB 47	210-5-16-10-330.000 Professional Services	48.00	56132	07/25/25
V9970	MIDWEST TAPE	06/24/25	BL ADVD JUN25 507362940	210-5-90-00-640.201 Adult Collection replacem	156.53	56133	07/25/25
V9970	MIDWEST TAPE	07/07/25	BL A:dvd,cdbook JUL25 507421270	210-5-35-10-640.201 Adult Collection	129.45	56133	07/25/25
V10462	MONAGHAN SAFAR DUCHAM PL	06/30/25	Legal June 2025 June 2025	210-5-16-10-320.000 Legal Services	1856.50	56134	07/25/25
V10462	MONAGHAN SAFAR DUCHAM PL	06/30/25	Legal June 2025 June 2025	210-5-10-10-320.000 Legal Services	607.50	56134	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	210-5-30-10-210.000 Group Insurance	15630.19	56137	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	210-5-40-12-210.000 Group Insurance	5128.10	56137	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	210-5-35-10-210.000 Group Insurance	11781.57	56137	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	210-5-10-10-210.000 Group Insurance	10657.62	56137	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	210-5-13-10-210.000 Group Insurance	1003.54	56137	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	210-5-12-10-210.000 Group Insurance	2007.08	56137	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	210-5-16-10-210.000 Group Insurance	3010.62	56137	07/25/25

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27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	210-2-00-00-210.006 Health Ins. Copay	4322.12	56137	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	210-5-30-12-210.000 Group Insurance	4014.16	56137	07/25/25
80044	NEACTC	07/09/25	NE Clerk's conference 2025 Conf	210-5-12-10-500.000 Training Conf Dues	250.00	56138	07/25/25
10220	NEW ENGLAND AIR SYSTEMS L	06/30/25	BL RM HVAC JUN25 207137	210-5-41-21-431.000 R&M Buildings & Grounds	623.00	56139	07/25/25
10220	NEW ENGLAND AIR SYSTEMS L	06/30/25	Park St Service 207248	210-5-41-26-431.000 R&M Buildings & Grounds	413.00	56139	07/25/25
V10729	OVERDRIVE INC	07/15/25	BL J DigiBooks JUL25 01459DA25221	210-5-35-10-640.202 Juvenile Collection	588.95	56141	07/25/25
V9862	PERCY RENTALS, SALES & SE	07/02/25	BELT,V-5V-198.75 WITH SLE 41719	210-5-40-12-430.000 R&M Vehicles & Equipment	328.62	56144	07/25/25
24100	PERMA-LINE CORP OF NEW EN	07/08/25	12'x2" Sq Perf Posts 14 G 210218	210-5-40-12-605.000 Summer Construction Suppl	2216.75	56146	07/25/25
V10554	PHOENIX BOOKS BURLINGTON	07/16/25	BL ABooks JUL25 1611958	210-5-35-10-640.201 Adult Collection	47.99	56147	07/25/25
25140	PIKE INDUSTRIES INC	07/08/25	Asphalt 1331802	210-5-40-12-605.000 Summer Construction Suppl	147.00	56148	07/25/25
37430	R R CHARLEBOIS INC	07/08/25	VT INSPEC sweeper RC89939	210-5-40-12-430.000 R&M Vehicles & Equipment	188.75	56152	07/25/25
80233	Richard, George (Johnny C	07/17/25	Senior Concert 071725D	210-5-30-10-330.000 Professional Services	400.00	56154	07/25/25
17505	SAND HILL SOLAR LLC KSI I	07/14/25	06/09/25-07/08/25 27971425	210-5-41-21-622.000 Electricity	1116.68	56155	07/25/25
17505	SAND HILL SOLAR LLC KSI I	07/14/25	06/09/25-07/08/25 27971425	210-5-41-22-622.000 Electricity	501.18	56155	07/25/25
17505	SAND HILL SOLAR LLC KSI I	07/14/25	06/09/25-07/08/25 27971425	210-5-41-26-622.000 Electricity	2841.34	56155	07/25/25
17505	SAND HILL SOLAR LLC KSI I	07/14/25	06/09/25-07/08/25 27971425	210-5-41-20-622.000 Electricity	501.18	56155	07/25/25
17505	SAND HILL SOLAR LLC KSI I	07/14/25	06/09/25-07/08/25 27971425	210-5-41-23-622.000 Electricity	273.92	56155	07/25/25
17505	SAND HILL SOLAR LLC KSI I	07/14/25	06/09/25-07/08/25 27971425	210-5-40-12-622.000 Electricity	133.91	56155	07/25/25
17505	SAND HILL SOLAR LLC KSI I	07/14/25	06/09/25-07/08/25 27971425	210-5-40-12-622.200 Streetlight Electricity	758.39	56155	07/25/25
09105	SECURE SHRED	07/15/25	Shred services Clerks 496660	210-5-12-10-330.000 Professional Services	24.00	56157	07/25/25
09105	SECURE SHRED	07/15/25	EJRP Shred July 496661	210-5-30-10-330.000 Professional Services	24.00	56157	07/25/25
42565	SEVEN DAYS	07/09/25	Janitorial RFP Ad July 20 247356	210-5-10-10-540.000 Advertising	146.64	56158	07/25/25
29835	SHERWIN-WILLIAMS	07/21/25	Road painting 72511	210-5-40-12-572.000 Traffic Control	287.82	56160	07/25/25
29835	SHERWIN-WILLIAMS	07/22/25	ACETONE (GAL) 73220	210-5-40-12-572.000 Traffic Control	75.17	56160	07/25/25
V2124	STAPLES ADVANTAGE	07/19/25	Office suppliesPW 6037280138	210-5-40-12-610.000 General Supplies	54.16	56161	07/25/25

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29010	07/15/25	STROMOSKI RICK BL JProg - Art JUL25 071525	210-5-35-10-840.202 Childrens Programs	250.00	56162	07/25/25
80123	06/25/25	SULLIVAN/ MICHAEL// Stipend CSWD June 2025 062525Sulliv	210-5-11-10-190.000 Board Member Payments	50.00	56164	07/25/25
80198	06/12/25	VERASAMY, MARLON Stipend GOV June 2025 061225Verasa	210-5-11-10-190.000 Board Member Payments	50.00	56173	07/25/25
23395	07/02/25	VILLAGE HARDWARE - WILLIS 7/16"Zinc Spr Snap Link 520531	210-5-40-12-610.000 General Supplies	43.21	56175	07/25/25
23395	07/10/25	VILLAGE HARDWARE - WILLIS 11OZ Aer CHR MTL Enamel 520573	210-5-40-12-610.000 General Supplies	20.88	56175	07/25/25
23395	07/14/25	VILLAGE HARDWARE - WILLIS NUTS-BOLTS-SCREWS 520588	210-5-40-12-610.000 General Supplies	8.94	56175	07/25/25
23395	07/14/25	VILLAGE HARDWARE - WILLIS 2 Lincoln Building Suppli 520590	210-5-41-20-610.000 General Supplies	11.83	56175	07/25/25
23395	07/15/25	VILLAGE HARDWARE - WILLIS SEED-GREEN MOUNTAIN TURF 520596	210-5-40-12-605.000 Summer Construction Suppl	94.99	56175	07/25/25
23395	07/17/25	VILLAGE HARDWARE - WILLIS NUTS-BOLTS-SCREWS for Sch 520608	210-5-40-12-610.000 General Supplies	17.88	56175	07/25/25
23395	07/18/25	VILLAGE HARDWARE - WILLIS 14OZ ALU Spray Paint 520613	210-5-40-12-610.000 General Supplies	22.78	56175	07/25/25
23395	07/21/25	VILLAGE HARDWARE - WILLIS 1-1/4x5 Tube Brush 520621	210-5-40-12-610.000 General Supplies	7.59	56175	07/25/25
23395	07/22/25	VILLAGE HARDWARE - WILLIS GAL Bleach Sprayer Deck 520635	210-5-40-12-610.000 General Supplies	66.48	56175	07/25/25
28470	07/18/25	VMERS DB 110800 Payroll Transfer PR-07/18/25	210-2-00-00-210.004 Retirement Payable	23188.22	56176	07/25/25
80130	07/18/25	VMERS DC 110800 Payroll Transfer PR-07/18/25	210-2-00-00-210.004 Retirement Payable	3072.59	56177	07/25/25
07565	07/09/25	W B MASON CO INC Maint Supplies 255406853	210-5-30-12-610.000 General Supplies	204.97	56178	07/25/25
07565	07/10/25	W B MASON CO INC 2 Lincoln Supplies July 2 255436820	210-5-10-10-610.000 General Supplies	73.98	56178	07/25/25
07565	07/11/25	W B MASON CO INC BL BlgSupplies JUL25 255454073	210-5-41-21-610.000 General Supplies	331.91	56178	07/25/25
07565	07/14/25	W B MASON CO INC Office Supplies 255489533	210-5-30-10-610.000 General Supplies	164.79	56178	07/25/25
07565	07/14/25	W B MASON CO INC Office supplies for shop, 255491221	210-5-30-12-610.000 General Supplies	63.48	56178	07/25/25
07565	07/16/25	W B MASON CO INC Office Supplies 255550395	210-5-30-10-610.000 General Supplies	24.58	56178	07/25/25
07565	07/16/25	W B MASON CO INC Park St Maint Supplies 255556403	210-5-30-12-610.000 General Supplies	169.72	56178	07/25/25
25715	07/08/25	DONALD L. HAMLIN CONSULT May 1-31, 2025 - EJ-Sidew 25809 0725	224-5-40-12-573.000 Sidewalk Improve/Repairs	7067.50	56083	07/25/25
25715	07/15/25	DONALD L. HAMLIN CONSULT June 1-June 30, 2025, EJ- 25809071525	224-5-40-12-573.000 Sidewalk Improve/Repairs	12334.25	56083	07/25/25
80228	07/17/25	PLACE CREATIVE COMPANY Rebranding Consultant Jul 4795	224-5-00-00-330.000 Professional Services	6500.00	56149	07/25/25
25715	07/15/25	DONALD L. HAMLIN CONSULT June 1, 2025-June 30, 202 24807071525	230-5-40-10-720.002 Iroquois Ave Road and Wat	1352.10	56083	07/25/25

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25715	DONALD L. HAMLIN CONSULT	07/15/25	EJ-Hiawatha Infiltration 2581571525	230-5-40-13-722.001 Hiawatha Infiltration Sys	7628.20	56083	07/25/25
36240	DUBOIS & KING INC	07/14/25	Crescent Connector 725077	230-5-16-10-890.824 Cres. Connector	15265.59	56085	07/25/25
V10462	MONAGHAN SAFAR DUCHAM PL	06/30/25	Legal June 2025 June 2025	230-5-16-10-890.824 Cres. Connector	329.50	56134	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/15/25	2 Lincoln Renovation June 23803 0725	232-5-41-20-890.832 2 Lincoln Street Renovati	2449.80	56083	07/25/25
39425	SCOTT & PARTNERS INC	07/08/25	BL Roof JUL25 6095	232-5-41-21-730.001 Roof	340.00	56156	07/25/25
39425	SCOTT & PARTNERS INC	07/08/25	2 Lincoln Renovation June 6103	232-5-41-20-890.832 2 Lincoln Street Renovati	1975.50	56156	07/25/25
31770	BARRETT TRUCKING CO. INC	06/18/25	Ballfield Mix 148599	233-5-00-00-740.002 Resurfacing	2085.95	56060	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/15/25	MSP Design June 248110625	233-5-00-00-740.005 Park Amenities	314.75	56083	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/15/25	June 1,- 30, 2025, CEJ-Ma 21806071525	254-5-54-70-723.004 Main St Water Line	564.10	56083	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/15/25	EJ-Utility Map Update 25818071525	254-5-54-20-330.000 Professional Services	230.60	56083	07/25/25
35260	EAST COAST PRINTERS INC	07/03/25	Shirts for the crew 07032531	254-5-54-20-612.000 Uniforms	33.25	56086	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/01/25	GOCO July 25 bill 150405	254-5-54-20-505.000 Tech. Subs, Licenses	36.99	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/01/25	GOCO partial June 25 char 150405 B	254-5-54-20-505.000 Tech. Subs, Licenses	0.17	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/03/25	admin time tracking June 456006	254-5-54-20-505.000 Tech. Subs, Licenses	13.90	56095	07/25/25
20470	GLOBAL MONTELLO ATT: FLEE	06/30/25	June fuel 332403	254-5-54-20-626.000 Gasoline	255.25	56104	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/14/25	06/11/25-07/11/25 Non Sol 071425NS	254-5-54-20-622.000 Electricity	67.62	56112	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	254-5-54-20-210.000 Group Insurance	102.65	56129	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	254-5-54-20-210.000 Group Insurance	6719.72	56137	07/25/25
29835	SHERWIN-WILLIAMS	07/10/25	for the Hydrants 67347	254-5-54-20-610.000 General Supplies	48.39	56160	07/25/25
29835	SHERWIN-WILLIAMS	07/18/25	Fire hydrant painting 71604	254-5-54-20-610.000 General Supplies	27.64	56160	07/25/25
V2227	TI-SALES, INC.	07/21/25	5/8" X 3/4" Neptune T-10 INV0186936	254-5-54-70-750.001 Meter Replacement Program	623.52	56169	07/25/25
05290	ADVANCE AUTO PARTS 9820	07/11/25	TOP TERMINAL for Cogen 552519229534	255-5-55-30-435.000 COGEN	8.16	56051	07/25/25
80229	ALFA LAVAL INC	06/26/25	Centrifuge major service 285764862	255-5-55-30-570.000 Other Purchased Services	23222.87	56053	07/25/25
14685	ALLIANCE GROUP SERV LLC	07/15/25	HVAC PM May and June 202 89525	255-5-55-30-431.000 R&M Buildings	5925.00	56055	07/25/25
14685	ALLIANCE GROUP SERV LLC	07/15/25	Digester Bldg Natural Ga 89566	255-5-55-30-570.000 Other Purchased Services	727.50	56055	07/25/25

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29405	BURLINGTON COMMUNICATIONS	07/09/25	Work order date 5/29/25 BCS17166	255-5-55-30-530.000 Communications	135.00	56065	07/25/25
29405	BURLINGTON COMMUNICATIONS	07/09/25	Work order date 9/26/24 BCS17169	255-5-55-30-530.000 Communications	288.44	56065	07/25/25
11375	CASELLA WASTE MANAGEMENT	07/01/25	Recycle and trash 6/30/25 3717733	255-5-55-30-421.000 Grit Disposal	1377.68	56067	07/25/25
23455	CHITTENDEN SOLID WASTE DI	06/30/25	JUN25 Biosolids INV22854	255-5-55-30-568.000 Biosolids Subcontractor	18383.40	56070	07/25/25
25715	DONALD L. HAMLIN CONSULT	07/15/25	EJ-Assistance CHM 10-12 P 25817 0725A	255-5-55-30-330.000 Professional Services	138.75	56083	07/25/25
V10734	ENCORE ESSEX JUNCTION SOL	06/18/25	Fixed Monthly Payment (5/ 2506	255-5-55-30-622.000 Electricity	1050.04	56087	07/25/25
06870	ENDYNE INC	07/17/25	Essex Jct. WWTF TKN 7/4 539895	255-5-55-30-340.000 Technical Services	35.00	56088	07/25/25
06870	ENDYNE INC	07/17/25	Essex Jct. WWTF TKN 7/9 539896	255-5-55-30-340.000 Technical Services	35.00	56088	07/25/25
06870	ENDYNE INC	07/23/25	Constituent Monitoring 540537	255-5-55-30-340.000 Technical Services	130.00	56088	07/25/25
06870	ENDYNE INC	07/23/25	Essex Jct Wastewater BOD 540538	255-5-55-30-340.000 Technical Services	105.00	56088	07/25/25
06870	ENDYNE INC	07/23/25	Essex Jct. WWTF TKN Only 540600	255-5-55-30-340.000 Technical Services	35.00	56088	07/25/25
04640	FASTENAL INDUSTRIAL & CON	07/15/25	Bolts for Grit Conveyer VTBUR338581	255-5-55-30-570.000 Other Purchased Services	42.44	56092	07/25/25
04640	FASTENAL INDUSTRIAL & CON	07/17/25	Davit Basefl Ss Mnt VTBUR338637	255-5-55-30-609.000 Safety Supplies	3163.82	56092	07/25/25
29280	FIRST NATIONAL BANK OMAH	07/18/25	Service Period: 07/06/25- 0481071825	255-5-55-30-610.000 General Supplies	87.43	56094	07/25/25
29280	FIRST NATIONAL BANK OMAH	07/18/25	Service Period: 07/06/25- 0481071825	255-5-55-30-510.000 Permits, Licenses, Reg	1997.00	56094	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/01/25	GOCO July 25 bill 150405	255-5-55-30-505.000 Tech. Subs, Licenses	147.96	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/01/25	GOCO partial June 25 char 150405 B	255-5-55-30-505.000 Tech. Subs, Licenses	0.69	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/03/25	admin time tracking June 456006	255-5-55-30-505.000 Tech. Subs, Licenses	55.62	56095	07/25/25
19005	FIRSTLIGHT FIBER	07/01/25	June telephone service 20528649	255-5-55-30-530.000 Communications	544.52	56100	07/25/25
20470	GLOBAL MONTELLO ATT: FLEE	06/30/25	June fuel 332403	255-5-55-30-626.000 Gasoline	29.44	56104	07/25/25
24785	GRAINGER	07/10/25	ELECTRO MECHANICAL TIMER 9568303391	255-5-55-30-570.000 Other Purchased Services	139.26	56110	07/25/25
24785	GRAINGER	07/16/25	PLEATED AIR FILTER,16X16X 9574199809	255-5-55-30-431.000 R&M Buildings	72.84	56110	07/25/25
80087	KONICA MINOLTA PREMIER FI	07/11/25	Copier Lease July 2025 559840533	255-5-55-30-442.000 Rental Vehicles/Equip	158.45	56125	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	255-5-55-30-210.000 Group Insurance	256.20	56129	07/25/25
V1423	MAHER CORPORATION	06/03/25	10 Hose Pump Assy 29994	255-5-55-30-570.000 Other Purchased Services	7615.00	56130	07/25/25

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V10674	MOTION INDUSTRIES	06/29/25	Grit collector chain and VT20-0028006	255-5-55-30-570.000 Other Purchased Services	1657.71	56136	07/25/25
V10674	MOTION INDUSTRIES	07/15/25	Credit for tax VT20-0028030	255-5-55-30-570.000 Other Purchased Services	-327.91	56136	07/25/25
V10674	MOTION INDUSTRIES	07/15/25	Credit for tax VT20-002803A	255-5-55-30-570.000 Other Purchased Services	-108.45	56136	07/25/25
V10674	MOTION INDUSTRIES	06/18/25	Grit chain replacement VT2000279907	255-5-55-30-570.000 Other Purchased Services	5012.32	56136	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	255-5-55-30-210.000 Group Insurance	7506.49	56137	07/25/25
V1707	OVERHEAD DOOR	06/30/25	Fixed Overhead door 18836408	255-5-55-30-431.000 R&M Buildings	549.00	56142	07/25/25
80119	PUMP CONTROL SOLUTIONS LL	07/23/25	Radar install at Ferris C 1314	255-5-55-30-570.000 Other Purchased Services	2325.00	56151	07/25/25
80236	TECHNOLOGY SALES ASSOCIAT	05/02/25	Digester drip trap parts T0518VB25	255-5-55-30-570.000 Other Purchased Services	555.00	56168	07/25/25
23395	VILLAGE HARDWARE - WILLIS	07/10/25	NUTS-BOLTS-SCREWS for Gri 520568	255-5-55-30-570.000 Other Purchased Services	131.99	56175	07/25/25
23395	VILLAGE HARDWARE - WILLIS	07/10/25	Seal and Sealant 520577	255-5-55-30-610.000 General Supplies	20.88	56175	07/25/25
07565	W B MASON CO INC	07/16/25	Supplies for office Copy 255548026	255-5-55-30-610.000 General Supplies	302.29	56178	07/25/25
35260	EAST COAST PRINTERS INC	07/11/25	Sweatshirts R. Bundy 07012530	256-5-56-40-612.000 Uniforms	15.00	56086	07/25/25
35260	EAST COAST PRINTERS INC	07/03/25	Shirts for the crew 07032531	256-5-56-40-612.000 Uniforms	33.25	56086	07/25/25
29280	FIRST NATIONAL BANK OMAH	07/18/25	Service Period: 07/06/25- 0481071825	256-5-56-40-434.002 West Street PS Costs	310.85	56094	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/01/25	GOCO July 25 bill 150405	256-5-56-40-505.000 Tech. Subs, Licenses	36.99	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/01/25	GOCO partial June 25 char 150405 B	256-5-56-40-505.000 Tech. Subs, Licenses	0.17	56095	07/25/25
80021	FIRST NATIONAL BANK OF OM	07/03/25	admin time tracking June 456006	256-5-56-40-505.000 Tech. Subs, Licenses	13.91	56095	07/25/25
20470	GLOBAL MONTELLO ATT: FLEE	06/30/25	June fuel 332403	256-5-56-40-626.000 Gasoline	389.03	56104	07/25/25
24785	GRAINGER	07/10/25	3 way valve River Maple 9567596151	256-5-56-40-434.000 R&M Pump Stations	828.70	56110	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/09/25	Multi Solar Accounts 06/0 070925D	256-5-56-40-434.002 West Street PS Costs	89.33	56111	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/09/25	Multi Solar Accounts 06/0 070925D	256-5-56-40-434.001 Susie Wilson PS Costs	76.37	56111	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/09/25	Multi Solar Accounts 06/0 070925D	256-5-56-40-622.000 Electricity	147.74	56111	07/25/25
07010	GREEN MOUNTAIN POWER CORP	07/14/25	06/11/25-07/11/25 Non Sol 071425NS	256-5-56-40-622.000 Electricity	434.79	56112	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	256-5-56-40-210.000 Group Insurance	94.06	56129	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	256-5-56-40-210.000 Group Insurance	3305.67	56137	07/25/25

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17505	SAND HILL SOLAR LLC KSI I	07/14/25	06/09/25-07/08/25 27971425	256-5-56-40-622.000 Electricity	82.75	56155	07/25/25
17505	SAND HILL SOLAR LLC KSI I	07/14/25	06/09/25-07/08/25 27971425	256-5-56-40-434.002 West Street PS Costs	597.38	56155	07/25/25
17505	SAND HILL SOLAR LLC KSI I	07/14/25	06/09/25-07/08/25 27971425	256-5-56-40-434.001 Susie Wilson PS Costs	474.06	56155	07/25/25
V2227	TI-SALES, INC.	07/21/25	5/8" X 3/4" Neptune T-10 INV0186936	256-5-56-70-750.001 Meter Replacement Program	1247.04	56169	07/25/25
80230	Crown Consulting Archaeol	07/21/25	Hiawatha Phase 1 Archeolo 07212025	257-5-57-50-899.000 Matching Grant Funds	4071.00	56082	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	257-5-57-50-210.000 Group Insurance	12.08	56129	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	257-5-57-50-210.000 Group Insurance	662.34	56137	07/25/25
V10332	JEH KULU DANCE & DRUM THE	07/10/25	MSP 7/22 072225D	259-5-30-14-330.000 Professional Services	1250.00	56049	07/18/25
07305	AIRGAS USA LLC	07/14/25	Pool Chemicals 9162931532	259-5-30-11-431.000 R&M Buildings & Grounds	949.27	56052	07/25/25
19815	AMAZON CAPITAL SERVICES	07/13/25	Disc EES Supplies 13DH6TM3LLRJ	259-5-30-17-610.000 General Supplies	73.71	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/14/25	Disc EMS Supplies 13DH6TM3YPCL	259-5-30-17-610.000 General Supplies	61.75	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/14/25	CMS Aspire Supplies 13TGVPPNNRFLP	259-5-30-17-610.000 General Supplies	60.68	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/14/25	CMS Enrichment 14FV34YJ3HPY	259-5-30-17-610.000 General Supplies	53.89	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/14/25	Discovery EES Supplies 14QHY1PF36RN	259-5-30-17-610.000 General Supplies	24.70	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/17/25	PS Supplies 177R361MLFN9	259-5-30-16-610.000 General Supplies	50.78	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/17/25	PS Supplies 177R361MLGRX	259-5-30-17-610.000 General Supplies	952.33	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/14/25	Discovery EMS Supplies 17C1W1RJYDKC	259-5-30-17-610.000 General Supplies	11.99	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/14/25	CMS Supplies 17HM3HQNYTDK	259-5-30-17-610.000 General Supplies	7.65	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/17/25	PS Supplies 1CHNLVGR99PV	259-5-30-16-610.000 General Supplies	110.86	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/11/25	Reach Fleming Supplies 1CP9CVXTJJQF	259-5-30-17-610.000 General Supplies	20.48	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/09/25	CMS Supplies 1DGG4P3QJNVQ	259-5-30-17-610.000 General Supplies	24.00	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/11/25	Reach Fleming Supplies 1FMVLD66MLMW	259-5-30-17-610.000 General Supplies	35.50	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/09/25	Disc EES Supplies 1GP447RJH1J4	259-5-30-17-610.000 General Supplies	35.36	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/14/25	Discovery EES Supplies 1H6KP4GRVCDF	259-5-30-17-610.000 General Supplies	42.99	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/10/25	Discovery EMS Supplies 1HGKHLHGWH4G	259-5-30-17-610.000 General Supplies	6.50	56057	07/25/25

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19815	AMAZON CAPITAL SERVICES	07/10/25 CMS Service 1KLGJKDT46TD	259-5-30-17-610.000 General Supplies	29.97	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/15/25 Reach FMS Supplies 1LDRCHC3NYQY	259-5-30-17-610.000 General Supplies	269.36	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/10/25 Discovery EMS Supplies 1LHNPXDFHX7Q	259-5-30-17-610.000 General Supplies	116.21	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/14/25 Reach Fleming Supplies 1ML3H9PDVY1W	259-5-30-17-610.000 General Supplies	17.79	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/15/25 Discovery EES Supplies 1MRLTFGRHYJ7	259-5-30-17-610.000 General Supplies	570.18	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/17/25 CMS Supplies 1NKVVCXL7MJD	259-5-30-17-610.000 General Supplies	125.10	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/10/25 CMS Service Supplies 1PN6Y7MX13R4	259-5-30-17-610.000 General Supplies	183.21	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/09/25 Discovery EMS Supplies 1R6NQMGLHJR9	259-5-30-17-610.000 General Supplies	18.99	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/16/25 Disc EES Supplies 1TX6HHHFTR67	259-5-30-17-610.000 General Supplies	56.44	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/17/25 NOVA Supplies 1V69WNP3CGRJ	259-5-30-17-610.000 General Supplies	118.89	56057	07/25/25
19815	AMAZON CAPITAL SERVICES	07/16/25 Disc EES Supplies 1X4C1MN43WF4	259-5-30-17-610.000 General Supplies	37.90	56057	07/25/25
25370	BOUNCE AROUND VT LLC	07/16/25 Reach FMS 8/15 071625D	259-5-30-17-330.000 Professional Services	508.00	56062	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25 EJRP CC June FY25 65080725	259-5-30-17-610.000 General Supplies	-2423.34	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25 EJRP CC June FY25 65080725	259-5-30-12-610.000 General Supplies	73.63	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25 EJRP CC June FY25 65080725	259-5-30-15-530.000 Communications	919.69	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25 EJRP CC June FY25 65080725	259-5-30-17-330.000 Professional Services	1783.34	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25 EJRP CC June FY25 65080725	259-5-30-10-505.000 Tech. Subs, Licenses	21.39	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25 EJRP CC June FY25 65080725	259-5-30-17-610.000 General Supplies	2085.98	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25 EJRP CC June FY25 65080725	259-5-30-16-610.000 General Supplies	21.39	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25 EJRP CC June FY25 65080725	259-5-30-14-610.000 General Supplies	1278.32	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25 EJRP CC July FY26 65080725A	259-5-30-14-330.000 Professional Services	320.00	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25 EJRP CC July FY26 65080725A	259-5-30-11-610.000 General Supplies	12.83	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25 EJRP CC July FY26 65080725A	259-5-30-16-330.000 Professional Services	654.15	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25 EJRP CC July FY26 65080725A	259-5-30-10-610.000 General Supplies	196.73	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25 EJRP CC July FY26 65080725A	259-5-30-17-610.000 General Supplies	1243.00	56066	07/25/25

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22670	CAPITAL ONE CREDIT CARD -	07/16/25	EJRP CC July FY26 65080725A	259-5-30-14-610.000 General Supplies	888.40	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25	EJRP CC July FY26 65080725A	259-5-30-10-505.000 Tech. Subs, Licenses	488.77	56066	07/25/25
22670	CAPITAL ONE CREDIT CARD -	07/16/25	EJRP CC July FY26 65080725A	259-5-30-17-330.000 Professional Services	328.66	56066	07/25/25
06185	CHAMPLAIN VALLEY EXPOSITI	07/11/25	July 4th Event 070425D	259-5-30-14-330.000 Professional Services	6555.00	56069	07/25/25
26420	COMMUNITY PRODUCTS	07/17/25	PS Supplies F4D28	259-5-30-16-610.000 General Supplies	289.00	56078	07/25/25
80232	Cook, Emma Music	07/12/25	Performance 7/29 071225D	259-5-30-14-330.000 Professional Services	250.00	56081	07/25/25
03520	ESSEX CINEMAS	07/09/25	NOVA 7/9 070925D	259-5-30-17-330.000 Professional Services	535.00	56089	07/25/25
03520	ESSEX CINEMAS	07/11/25	Disc EES 7/11 071125D	259-5-30-17-330.000 Professional Services	435.00	56089	07/25/25
25325	FILLION ASSOCIATES, INC	07/01/25	Pool Chemicals 36855	259-5-30-11-431.000 R&M Buildings & Grounds	5205.00	56093	07/25/25
80192	Fountain of Youth Fitness	07/15/25	Senior Walking Strength 071525D	259-5-30-14-330.000 Professional Services	48.00	56102	07/25/25
11260	GOLD STAR DOG TRAINING	07/19/25	Dog Classes Summer 139	259-5-30-14-330.000 Professional Services	2884.00	56106	07/25/25
80025	HAVENS, DANIELLE	07/09/25	Swim Refund-Havens \$90 212302	259-4-30-11-020.306 Swim Lessons	90.00	56118	07/25/25
80087	KONICA MINOLTA PREMIER FI	07/11/25	Copier Lease July 2025 559840533	259-5-30-16-442.000 Rental Vehicles/Equip	149.40	56125	07/25/25
80087	KONICA MINOLTA PREMIER FI	07/11/25	Copier Lease July 2025 559840533	259-5-30-10-442.000 Rental Vehicles/Equip	165.50	56125	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	259-5-30-15-210.000 Group Insurance	458.01	56129	07/25/25
27840	MADISON NATIONAL LIFE INS	07/21/25	Life Ins Aug 2025 1706277	259-5-30-16-210.000 Group Insurance	257.22	56129	07/25/25
80126	MAPLE STREET ART SPACE LL	07/16/25	Art Camps July 071625D	259-5-30-14-330.000 Professional Services	7272.00	56131	07/25/25
25620	MONTSHIRE MUSEUM OF SCIEN	07/14/25	Reach EES 7/14 2561	259-5-30-17-330.000 Professional Services	774.00	56135	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	259-5-30-15-210.000 Group Insurance	10251.18	56137	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	259-5-30-14-210.000 Group Insurance	-2819.96	56137	07/25/25
27395	MVP HEALTH CARE INC 43118	07/11/25	Health Aug 2025 21629425	259-5-30-16-210.000 Group Insurance	10466.96	56137	07/25/25
19325	OPEN APPROACH INC	06/30/25	RecKids Lap Top 26777	259-5-30-15-610.000 General Supplies	135.00	56140	07/25/25
19325	OPEN APPROACH INC	06/30/25	Preschool Laptop 26778	259-5-30-16-610.000 General Supplies	452.96	56140	07/25/25
2900	PALMER LANE MAPLE	07/11/25	Discovery 7/11 8119	259-5-30-17-610.000 General Supplies	182.00	56143	07/25/25
29425	PERFORMANCE FOOD 24793-EJ	07/14/25	Disc EES Snack 423347	259-5-30-17-610.000 General Supplies	427.48	56145	07/25/25

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29425	PERFORMANCE FOOD 24793-EJ	07/14/25	Reach Snack 423768	259-5-30-17-610.000 General Supplies	207.21	56145	07/25/25
29425	PERFORMANCE FOOD 24793-EJ	07/14/25	Disc EMS Snack 423896	259-5-30-17-610.000 General Supplies	95.14	56145	07/25/25
29425	PERFORMANCE FOOD 24793-EJ	07/14/25	CMS Snack 423935	259-5-30-17-610.000 General Supplies	633.01	56145	07/25/25
29425	PERFORMANCE FOOD 24793-EJ	07/16/25	Nova Snack 425341	259-5-30-17-610.000 General Supplies	228.96	56145	07/25/25
25395	POOL WORLD INC	05/22/25	Flex Vac 271989	259-5-30-11-431.000 R&M Buildings & Grounds	178.59	56150	07/25/25
25395	POOL WORLD INC	05/22/25	Pool Chemicals 272370	259-5-30-11-431.000 R&M Buildings & Grounds	132.24	56150	07/25/25
24325	RADIO NORTH GROUP INC	07/07/25	Camp Radios 24147201	259-5-30-17-610.000 General Supplies	1809.00	56153	07/25/25
14160	SHELBURNE MUSEUM	07/11/25	CMS 7/11 1806	259-5-30-17-330.000 Professional Services	280.00	56159	07/25/25
23495	STUDENT TRANSPORTATION OF	07/08/25	Disc EES Bus 7/3-7 70311789	259-5-30-17-580.000 Travel	849.75	56163	07/25/25
23495	STUDENT TRANSPORTATION OF	07/08/25	CMS Bus 7/3 70311791	259-5-30-17-580.000 Travel	1467.76	56163	07/25/25
23495	STUDENT TRANSPORTATION OF	07/15/25	CMS Bus 7/11 70312241	259-5-30-17-580.000 Travel	1694.07	56163	07/25/25
23495	STUDENT TRANSPORTATION OF	07/15/25	Nova Bus 7/10 70312243	259-5-30-17-580.000 Travel	328.31	56163	07/25/25
23495	STUDENT TRANSPORTATION OF	07/15/25	NOVA Bus 7/11 70312244	259-5-30-17-580.000 Travel	637.31	56163	07/25/25
23495	STUDENT TRANSPORTATION OF	07/15/25	NOVA Bus 7/9 70312245	259-5-30-17-580.000 Travel	328.31	56163	07/25/25
23495	STUDENT TRANSPORTATION OF	07/15/25	Disc EES Bus 7/11 70312247	259-5-30-17-580.000 Travel	444.19	56163	07/25/25
29975	SWEET SCOOPS	07/07/25	Reach Fleming 7/7 070725D	259-5-30-17-610.000 General Supplies	256.74	56165	07/25/25
29975	SWEET SCOOPS	07/11/25	Disc EES 7/11 202511	259-5-30-17-610.000 General Supplies	279.44	56165	07/25/25
25340	State of Vermont	08/01/25	CMS 8/1 25001	259-5-30-17-330.000 Professional Services	166.00	56166	07/25/25
25340	State of Vermont	08/01/25	CMS 8/1 25001A	259-5-30-17-330.000 Professional Services	70.00	56167	07/25/25
26445	TUDOR CHRISTOPHER L	07/18/25	Pickleball Clinics June 366	259-5-30-14-330.000 Professional Services	150.00	56170	07/25/25
80234	The POP	06/26/25	Nova 6/25 062525D	259-5-30-17-330.000 Professional Services	315.00	56171	07/25/25
80231	UFAI, LLC	06/20/25	NOVA 7/10 720	259-5-30-17-330.000 Professional Services	124.35	56172	07/25/25
80231	UFAI, LLC	06/20/25	NOVA 7/10 720A	259-5-30-17-330.000 Professional Services	414.15	56172	07/25/25
25315	VESPA'S PIZZA PASTA & DEL	06/30/25	Fleming Reach Staff Mtg 063025D	259-5-30-17-610.000 General Supplies	56.16	56174	07/25/25
25315	VESPA'S PIZZA PASTA & DEL	07/14/25	Reach FMS Staff Mtg 071425D	259-5-30-17-610.000 General Supplies	189.26	56174	07/25/25

07/25/25

City of Essex Junction Accounts Payable

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01:37 pm

Check Warrant Report # 24081 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 07/18/25 To 07/25/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07565	07/08/25	Reach FMS Supplies 255375592	259-5-30-17-610.000 General Supplies	44.77	56178	07/25/25
07565	07/09/25	CMS ADL Supplies 255401418	259-5-30-17-610.000 General Supplies	74.67	56178	07/25/25
07565	07/11/25	Reach FMS Fan 255455434	259-5-30-17-610.000 General Supplies	103.38	56178	07/25/25
07565	07/16/25	CMS Supplies 255557181	259-5-30-17-610.000 General Supplies	14.99	56178	07/25/25
Report Total				490829.34		

To the Treasurer of City of Essex Junction, We Hereby certify
that there is due to the several persons whose names are
listed hereon the sum against each name and that there
are good and sufficient vouchers supporting the payments
aggregating \$ ***490,829.34
Let this be your order for the payments of these amounts.

08/07/25

City of Essex Junction Accounts Payable

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03:54 pm

Check Warrant Report # 24082 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 08/01/25 To 08/08/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS 9820	07/30/25	Brush with pole 552521151480	210-5-40-12-610.000 General Supplies	12.51	56181	08/07/25
05290	ADVANCE AUTO PARTS 9820	07/31/25	Weed Trimer - spark plus 552521220237	210-5-40-12-610.000 General Supplies	4.15	56181	08/07/25
05290	ADVANCE AUTO PARTS 9820	07/31/25	Mowing Trailer-Back up la 552521220245	210-5-40-12-610.000 General Supplies	57.86	56181	08/07/25
80184	AMAZON BUSINESS SERVICES	07/24/25	BL AProg JUL25 1Q7JH1XC4C9Q	210-5-35-10-840.201 Adult Programs	9.98	56183	08/07/25
80184	AMAZON BUSINESS SERVICES	07/26/25	BL CProg crafts JUL25 1QPWTQLKQJ34	210-5-35-10-840.202 Childrens Programs	151.49	56183	08/07/25
80184	AMAZON BUSINESS SERVICES	07/29/25	BL CProg JUL25 1WL3VLN441K6	210-5-35-10-840.202 Childrens Programs	9.98	56183	08/07/25
80235	ANIMAL CARE EQUIPMENT	07/21/25	BL Supplies JUL25 135604	210-5-35-10-610.000 General Supplies	265.52	56188	08/07/25
25055	AQUARIUS LANDSCAPE SPRINK	07/25/25	2 Lincoln Sprinkler July 5580982	210-5-41-20-431.000 R&M Buildings & Grounds	191.08	56189	08/07/25
80061	BASSICK, LINDA	08/01/25	BL CProg-Music AUG25 0023	210-5-35-10-840.202 Childrens Programs	100.00	56190	08/07/25
00530	BRODART CO	07/21/25	BL JBooks JUL25 B7024373	210-5-35-10-640.202 Juvenile Collection	10.79	56193	08/07/25
00530	BRODART CO	07/21/25	BL JBooks JUL25 B7024373	210-5-35-10-610.000 General Supplies	1.01	56193	08/07/25
00530	BRODART CO	07/21/25	BL JBooks JUL25 B7024374	210-5-35-10-610.000 General Supplies	6.06	56193	08/07/25
00530	BRODART CO	07/21/25	BL JBooks JUL25 B7024374	210-5-35-10-640.202 Juvenile Collection	104.87	56193	08/07/25
00530	BRODART CO	07/21/25	BL JBooks JUL25 B7024379	210-5-35-10-610.000 General Supplies	7.07	56193	08/07/25
00530	BRODART CO	07/21/25	BL JBooks JUL25 B7024379	210-5-35-10-640.202 Juvenile Collection	129.56	56193	08/07/25
16030	BROWN ELECTRIC	06/23/25	Main/Railroad Ave. butto 40634	210-5-40-12-610.200 Streetlight Supplies	296.50	56194	08/07/25
30360	BURLINGTON TELECOM	08/01/25	Phone/Internet August 202 43985080125	210-5-40-12-530.000 Communications	163.10	56195	08/07/25
30360	BURLINGTON TELECOM	08/01/25	Phone/Internet August 202 43985080125	210-5-41-23-530.000 Communications	197.65	56195	08/07/25
30360	BURLINGTON TELECOM	08/01/25	Phone/Internet August 202 43985080125	210-5-30-13-530.000 Communications	27.55	56195	08/07/25
30360	BURLINGTON TELECOM	08/01/25	Phone/Internet August 202 43985080125	210-5-41-26-530.000 Communications	288.30	56195	08/07/25
30360	BURLINGTON TELECOM	08/01/25	Phone/Internet August 202 43985080125	210-5-41-20-530.000 Communications	394.95	56195	08/07/25
30360	BURLINGTON TELECOM	08/01/25	Phone/Internet August 202 43985080125	210-5-41-22-530.000 Communications	55.10	56195	08/07/25
30360	BURLINGTON TELECOM	08/01/25	BL Phone Internet JUL25 BT 082025	210-5-41-21-530.000 Communications	343.10	56196	08/07/25
26395	CCRPC	07/01/25	FY26 Municipal Dues 20221315	210-5-19-10-800.101 CCRPC	19712.00	56197	08/07/25
V0461	CENTRAL BEVERAGE	08/02/25	BL Newspapers JUL25 138	210-5-35-10-640.201 Adult Collection	446.00	56198	08/07/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
15285	CHECKR INC	07/31/25 WRRF background check Aug 1963101	210-5-10-10-330.000 Professional Services	25.00	56200	08/07/25
21210	CINTAS LOC # 68M 71 M	07/24/25 3X10 BLACK MAT 4237876291	210-5-40-12-610.000 General Supplies	23.45	56201	08/07/25
21210	CINTAS LOC # 68M 71 M	07/31/25 Shop Supplies 4238612909	210-5-40-12-610.000 General Supplies	190.41	56201	08/07/25
21210	CINTAS LOC # 68M 71 M	07/25/25 first aid kit 5282701411	210-5-40-12-610.000 General Supplies	163.75	56201	08/07/25
21210	CINTAS LOC # 68M 71 M	07/31/25 WATERBREAK COOLER AGREEME 9331971207	210-5-40-12-610.000 General Supplies	50.00	56201	08/07/25
39475	CLAUSSEN'S INC	07/28/25 2 Lincoln Landscaping 37894	210-5-41-20-431.000 R&M Buildings & Grounds	87.95	56202	08/07/25
17895	CLEAN NEST	08/01/25 BL JanitorServ JUL25 15648	210-5-41-21-420.000 Cleaning Services	2420.00	56203	08/07/25
17895	CLEAN NEST	08/01/25 EJRP Cleaning July 15662	210-5-41-26-420.000 Cleaning Services	3778.50	56203	08/07/25
17025	COONRADT AMY	07/28/25 Recording Secretary CC 20 0223	210-5-11-10-330.000 Professtional Services	144.00	56206	08/07/25
31545	COSTCO #314	07/28/25 Drinks / Burgers / Condime 472507281317	210-5-25-10-610.000 General Supplies	364.23	56207	08/07/25
11870	CVC PAGING	07/25/25 Service 8/1/25-July 31, 2 10410767	210-5-40-12-530.000 Communications	84.00	56208	08/07/25
80208	Capital One Trade Credit	07/08/25 Cleaning supplies for sho 2160833	210-5-40-12-610.000 General Supplies	45.53	56209	08/07/25
80226	DOW, JESSICA	07/15/25 Stipend BL Board July 202 071525Dow	210-5-35-10-190.000 Board Member Payments	50.00	56212	08/07/25
35260	EAST COAST PRINTERS INC	07/25/25 print on Ricks shirts 07212517	210-5-40-12-612.000 Uniforms	15.00	56214	08/07/25
35260	EAST COAST PRINTERS INC	08/01/25 2 supplied garments Rick 07212519	210-5-40-12-612.000 Uniforms	10.00	56214	08/07/25
03280	ENGINEERS CONSTRUCTION IN	06/24/25 2025 MISC SIGNAL WORK 6242025	210-5-40-12-572.000 Traffic Control	370.00	56217	08/07/25
23000	F W WHITCOMB	07/15/25 MSP Shur Pac 00029336	210-5-30-12-431.000 R&M Buildings & Grounds	375.90	56221	08/07/25
23000	F W WHITCOMB	07/16/25 MSP Shur Pac 00029376	210-5-30-12-431.000 R&M Buildings & Grounds	580.48	56221	08/07/25
14040	FRANKLIN PAINT CO INC	07/22/25 traffic paint 189349	210-5-40-12-572.000 Traffic Control	3177.00	56225	08/07/25
34895	GAUTHIER TRUCKING, INC.	08/01/25 11 JACKSON ST - Service: 1883134	210-5-40-12-425.000 Trash Removal	156.88	56227	08/07/25
34895	GAUTHIER TRUCKING, INC.	08/01/25 RAILROAD AVE Pearl St, Ma 1883136	210-5-40-12-425.000 Trash Removal	643.08	56227	08/07/25
34895	GAUTHIER TRUCKING, INC.	08/01/25 BEECH ST Barrel on bike p 1883303	210-5-40-12-425.000 Trash Removal	91.08	56227	08/07/25
34895	GAUTHIER TRUCKING, INC.	08/01/25 MSP Trash Removal August 1884058	210-5-41-26-425.000 Trash Removal	740.37	56227	08/07/25
20470	GLOBAL MONTELLO ATT: FLEE	07/31/25 July Fuel 333800	210-5-30-12-626.000 Gasoline	288.31	56229	08/07/25
20470	GLOBAL MONTELLO ATT: FLEE	07/31/25 July Fuel 333800	210-5-40-12-626.000 Gasoline	2207.00	56229	08/07/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
20470	GLOBAL MONTELLO ATT: FLEE	07/31/25	July Fuel 333800	210-5-30-12-626.000 Gasoline	112.61	56229	08/07/25
20470	GLOBAL MONTELLO ATT: FLEE	07/31/25	July Fuel 333800	210-5-25-10-626.000 Gasoline	466.66	56229	08/07/25
04035	GOT THAT RENTAL & SALES I	07/23/25	SPEED FEED 400, "ECHO" 144018	210-5-40-12-610.000 General Supplies	31.99	56230	08/07/25
07160	GREEN MOUNTAIN LIBRARY CO	07/17/25	BL Tech JUL25-JUN26 V254269	210-5-35-10-505.000 Tech. Subs, Licenses	2669.41	56234	08/07/25
80046	HAGESTAD CHRISTINA	07/15/25	Stipend PCAB July 2025 071525Hagest	210-5-11-10-190.000 Board Member Payments	50.00	56237	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/17/25	BL ABooks JUL25 89252363	210-5-35-10-610.000 General Supplies	1.39	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/17/25	BL ABooks JUL25 89252363	210-5-35-10-640.201 Adult Collection	25.29	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/21/25	BL A.AR.Fnd Books JUL25 89315844	210-5-35-10-610.000 General Supplies	55.22	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/21/25	BL A.AR.Fnd Books JUL25 89315844	210-5-35-10-640.201 Adult Collection	573.95	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/21/25	BL A.AR.Fnd Books JUL25 89315844	210-5-90-00-991.000 Library Donation Expense	10.36	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/21/25	BL A.AR.Fnd Books JUL25 89315844	210-5-90-00-640.201 Adult Collection replacem	15.24	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/24/25	BL A+AFndn Books JUL25 89387416	210-5-35-10-640.201 Adult Collection	145.52	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/24/25	BL A+AFndn Books JUL25 89387416	210-5-35-10-610.000 General Supplies	14.94	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/24/25	BL A+AFndn Books JUL25 89387416	210-5-90-00-991.000 Library Donation Expense	32.47	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/28/25	BL A+AFndLP Books JUL25 89443981	210-5-35-10-640.201 Adult Collection	178.52	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/28/25	BL A+AFndLP Books JUL25 89443981	210-5-35-10-610.000 General Supplies	45.11	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/28/25	BL A+AFndLP Books JUL25 89443981	210-5-90-00-991.000 Library Donation Expense	287.36	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/29/25	BL A+FndLPBooks AUG25 89463363	210-5-35-10-610.000 General Supplies	1.72	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/29/25	BL A+FndLPBooks AUG25 89463363	210-5-35-10-640.201 Adult Collection	26.97	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/29/25	BL A+FndLPBooks AUG25 89463363	210-5-90-00-991.000 Library Donation Expense	31.15	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/30/25	BL ABooks Credit MAY25 89500142	210-5-35-10-610.000 General Supplies	-2.43	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/30/25	BL ABooks Credit MAY25 89500142	210-5-35-10-640.201 Adult Collection	-11.58	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/30/25	BL ABooks Refund JUN25 89500143	210-5-35-10-610.000 General Supplies	-1.39	56239	08/07/25
33495	INGRAM LIBRARY SERVICES I	07/30/25	BL ABooks Refund JUN25 89500143	210-5-90-00-640.201 Adult Collection replacem	-13.97	56239	08/07/25
15145	JOBTARGET LLC	07/25/25	Advertising July 25 EJRP 33294908	210-5-10-10-540.000 Advertising	499.00	56240	08/07/25

08/07/25

City of Essex Junction Accounts Payable

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Check Warrant Report # 24082 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 08/01/25 To 08/08/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V10130	LOWE'S BUSINESS ACCOUNT	07/16/25	Tools 71889	210-5-25-10-610.000 General Supplies	56.90	56243	08/07/25
V10130	LOWE'S BUSINESS ACCOUNT	07/18/25	Fairview vault 79699	210-5-40-12-610.000 General Supplies	19.79	56243	08/07/25
V10130	LOWE'S BUSINESS ACCOUNT	07/24/25	Credit for refund of tax 79699C	210-5-30-12-610.000 General Supplies	-1.12	56243	08/07/25
V10130	LOWE'S BUSINESS ACCOUNT	07/11/25	Cast Iron Pedestal 84010	210-5-41-20-431.000 R&M Buildings & Grounds	227.05	56243	08/07/25
V10130	LOWE'S BUSINESS ACCOUNT	07/24/25	2 Lincoln Building Suppli 99585	210-5-41-20-431.000 R&M Buildings & Grounds	15.07	56243	08/07/25
13000	MARSHALL TIRE GROUP INC	07/01/25	Work done to the Sweeper 79691	210-5-40-12-430.000 R&M Vehicles & Equipment	1458.90	56244	08/07/25
80012	MECHLER THOMAS	07/25/25	BL CProg DD JUL25 MECHLER 0720	210-5-35-10-840.202 Childrens Programs	100.00	56246	08/07/25
V9970	MIDWEST TAPE	07/22/25	BL ADvd JUL25 507491299	210-5-35-10-640.201 Adult Collection	23.24	56249	08/07/25
V9970	MIDWEST TAPE	07/22/25	BL JDvd JUL25 507491321	210-5-35-10-640.202 Juvenile Collection	26.99	56249	08/07/25
03070	MINUTEMAN PRESS	08/04/25	Tax Bill Postage 2025 080425	210-5-13-10-560.000 Postage	2054.01	56250	08/07/25
44275	MVP SELECT CARE INC.	08/05/25	01 Jul 25 HRA Admin Fee CINV012393	210-5-30-10-210.000 Group Insurance	22.75	56253	08/07/25
44275	MVP SELECT CARE INC.	08/05/25	01 Jul 25 HRA Admin Fee CINV012393	210-5-30-12-210.000 Group Insurance	7.00	56253	08/07/25
44275	MVP SELECT CARE INC.	08/05/25	01 Jul 25 HRA Admin Fee CINV012393	210-5-35-10-210.000 Group Insurance	24.50	56253	08/07/25
44275	MVP SELECT CARE INC.	08/05/25	01 Jul 25 HRA Admin Fee CINV012393	210-5-12-10-210.000 Group Insurance	3.50	56253	08/07/25
44275	MVP SELECT CARE INC.	08/05/25	01 Jul 25 HRA Admin Fee CINV012393	210-5-10-10-210.000 Group Insurance	14.00	56253	08/07/25
44275	MVP SELECT CARE INC.	08/05/25	01 Jul 25 HRA Admin Fee CINV012393	210-5-13-10-210.000 Group Insurance	3.50	56253	08/07/25
44275	MVP SELECT CARE INC.	08/05/25	01 Jul 25 HRA Admin Fee CINV012393	210-5-40-12-210.000 Group Insurance	8.05	56253	08/07/25
44275	MVP SELECT CARE INC.	08/05/25	01 Jul 25 HRA Admin Fee CINV012393	210-5-16-10-210.000 Group Insurance	7.00	56253	08/07/25
10220	NEW ENGLAND AIR SYSTEMS L	07/24/25	BL RM HVAC JUL25 207565	210-5-41-21-431.000 R&M Buildings & Grounds	9632.00	56254	08/07/25
24960	NORTHEAST DELTA DENTAL	07/15/25	Dental Aug 2025 071525 6197	210-5-30-12-210.000 Group Insurance	151.60	56256	08/07/25
24960	NORTHEAST DELTA DENTAL	07/15/25	Dental Aug 2025 071525 6197	210-5-30-10-210.000 Group Insurance	759.72	56256	08/07/25
24960	NORTHEAST DELTA DENTAL	07/15/25	Dental Aug 2025 071525 6197	210-5-12-10-210.000 Group Insurance	75.80	56256	08/07/25
24960	NORTHEAST DELTA DENTAL	07/15/25	Dental Aug 2025 071525 6197	210-5-16-10-210.000 Group Insurance	191.39	56256	08/07/25
24960	NORTHEAST DELTA DENTAL	07/15/25	Dental Aug 2025 071525 6197	210-5-10-10-210.000 Group Insurance	437.88	56256	08/07/25
24960	NORTHEAST DELTA DENTAL	07/15/25	Dental Aug 2025 071525 6197	210-5-13-10-210.000 Group Insurance	401.87	56256	08/07/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24960	NORTHEAST DELTA DENTAL	07/15/25	Dental Aug 2025 071525 6197	210-5-40-12-210.000 Group Insurance	197.21	56256	08/07/25
24960	NORTHEAST DELTA DENTAL	07/15/25	Dental Aug 2025 071525 6197	210-5-35-10-210.000 Group Insurance	489.91	56256	08/07/25
44745	NORTHEASTERN SECURITY	08/01/25	BL AlarmMonitor AUG25/26 2000257	210-5-41-21-400.000 Contracted Services	370.00	56257	08/07/25
V10729	OVERDRIVE INC	07/29/25	BL JDigiBook JUL25 01459DA25231	210-5-35-10-640.202 Juvenile Collection	35.99	56259	08/07/25
V10729	OVERDRIVE INC	07/31/25	BL A-Craftsy JUL25 01459SV25236	210-5-35-10-640.201 Adult Collection	2.99	56259	08/07/25
80177	PARKER, JENNY	07/15/25	Stipend PCAB July 2025 071525Parker	210-5-11-10-190.000 Board Member Payments	50.00	56262	08/07/25
24100	PERMA-LINE CORP OF NEW EN	07/18/25	FINISHED TRAFFIC SIGNS-TY 210397	210-5-40-12-572.000 Traffic Control	118.60	56265	08/07/25
24100	PERMA-LINE CORP OF NEW EN	07/30/25	FINISHED TRAFFIC SIGNS-TY 210586	210-5-40-12-572.000 Traffic Control	655.70	56265	08/07/25
25140	PIKE INDUSTRIES INC	07/11/25	Asphalt 1332241	210-5-40-12-605.000 Summer Construction Suppl	300.75	56266	08/07/25
25140	PIKE INDUSTRIES INC	07/18/25	Asphalt 1333797	210-5-40-12-605.000 Summer Construction Suppl	299.25	56266	08/07/25
25140	PIKE INDUSTRIES INC	07/28/25	Asphalt 1335391	210-5-40-12-605.000 Summer Construction Suppl	238.50	56266	08/07/25
24410	PRIORITY EXPRESS INC	07/31/25	BL Courier 8 JUL25 80272531	210-5-35-10-560.000 Postage	214.72	56270	08/07/25
80215	Pringle-Corcoran, Wendee	06/09/25	Stipend TFMG June 2025 060925Pringl	210-5-11-10-190.000 Board Member Payments	50.00	56272	08/07/25
10425	REGIONAL STORMWATER EDUCA	06/30/25	FY25 Adopt-a-Drain Annual 232	210-5-40-13-830.000 Regular Programs	833.17	56274	08/07/25
05280	S & D LANDSCAPES LLC	07/22/25	EJRP Turf Care Program 250467	210-5-30-12-431.000 R&M Buildings & Grounds	5866.21	56276	08/07/25
03180	SAFETY SYSTEMS OF VT LLC	07/01/25	Alarm Monitoring 113061508	210-5-41-22-400.000 Contracted Services	571.20	56277	08/07/25
03180	SAFETY SYSTEMS OF VT LLC	07/01/25	Park Street Alarm Test 13058212	210-5-41-23-400.000 Contracted Services	300.00	56277	08/07/25
03180	SAFETY SYSTEMS OF VT LLC	07/01/25	MSP Admin Alarm 13058219	210-5-30-12-330.000 Professional Services	300.00	56277	08/07/25
00275	SB SIGNS INC	05/16/25	VMP Flags 31901	210-5-30-12-610.000 General Supplies	902.90	56278	08/07/25
00275	SB SIGNS INC	07/21/25	bike locker qr code 32175	210-5-16-10-810.111 BWAC	65.00	56278	08/07/25
42565	SEVEN DAYS	07/30/25	Legal AD July 2025 247902	210-5-11-10-540.000 Advertising	209.04	56279	08/07/25
29835	SHERWIN-WILLIAMS	07/22/25	ACETONE-5-SW 73626	210-5-40-12-572.000 Traffic Control	403.08	56281	08/07/25
29835	SHERWIN-WILLIAMS	07/28/25	ACETONE-GAL-SW 76488	210-5-40-12-572.000 Traffic Control	55.50	56281	08/07/25
29835	SHERWIN-WILLIAMS	08/04/25	ACETONE-5-SW 79417	210-5-40-12-572.000 Traffic Control	134.36	56281	08/07/25
V9848	TSI, INC	07/29/25	Fit Test Machine Clean an 91952463	210-5-25-10-570.000 Other Purchased Services	1044.57	56292	08/07/25

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80062	UNIVERSITY OF CHICAGO-DIS	07/22/25	BL ABooks JUL25 12809708	210-5-35-10-640.201 Adult Collection	214.19	56294	08/07/25
19350	VERIZON CONNECT FLEET USA	08/01/25	Vehicle tracking 08/01/2 370000077605	210-5-40-12-505.000 Tech. Subs, Licenses	151.60	56295	08/07/25
36130	VERIZON WIRELESS VSAT	07/17/25	Cell Service July 2025 6118773332	210-5-40-12-530.000 Communications	39.44	56296	08/07/25
36130	VERIZON WIRELESS VSAT	07/17/25	Cell Service July 2025 6118773332	210-5-25-10-530.000 Communications	60.08	56296	08/07/25
36130	VERIZON WIRELESS VSAT	07/17/25	Cell Service July 2025 6118773332	210-5-10-10-530.000 Communications	37.42	56296	08/07/25
11935	VIKING-CIVES USA	07/23/25	For Truck #6 stock 4544636	210-5-40-12-430.000 R&M Vehicles & Equipment	148.88	56300	08/07/25
11935	VIKING-CIVES USA	07/29/25	JOHNSTON GASKET COVERPLAT 4544783	210-5-40-12-430.000 R&M Vehicles & Equipment	31.41	56300	08/07/25
23395	VILLAGE HARDWARE - WILLIS	07/18/25	Seed Mix Straw 520611	210-5-30-12-610.000 General Supplies	205.95	56301	08/07/25
23395	VILLAGE HARDWARE - WILLIS	07/23/25	Bark Mulch Senior Center 520644	210-5-41-20-431.000 R&M Buildings & Grounds	69.99	56301	08/07/25
23395	VILLAGE HARDWARE - WILLIS	08/01/25	Rubber Straps 520702	210-5-40-12-610.000 General Supplies	8.62	56301	08/07/25
21230	VISION SERVICE PLAN (CT)	07/19/25	Vision Aug 2025 823292073	210-5-30-10-210.000 Group Insurance	138.22	56302	08/07/25
21230	VISION SERVICE PLAN (CT)	07/19/25	Vision Aug 2025 823292073	210-5-30-12-210.000 Group Insurance	28.04	56302	08/07/25
21230	VISION SERVICE PLAN (CT)	07/19/25	Vision Aug 2025 823292073	210-5-40-12-210.000 Group Insurance	53.16	56302	08/07/25
21230	VISION SERVICE PLAN (CT)	07/19/25	Vision Aug 2025 823292073	210-5-12-10-210.000 Group Insurance	14.02	56302	08/07/25
21230	VISION SERVICE PLAN (CT)	07/19/25	Vision Aug 2025 823292073	210-5-10-10-210.000 Group Insurance	89.41	56302	08/07/25
21230	VISION SERVICE PLAN (CT)	07/19/25	Vision Aug 2025 823292073	210-5-13-10-210.000 Group Insurance	73.95	56302	08/07/25
21230	VISION SERVICE PLAN (CT)	07/19/25	Vision Aug 2025 823292073	210-5-35-10-210.000 Group Insurance	96.20	56302	08/07/25
21230	VISION SERVICE PLAN (CT)	07/19/25	Vision Aug 2025 823292073	210-5-16-10-210.000 Group Insurance	37.71	56302	08/07/25
V2371	VMCTA	08/06/25	Clerks conference 3006	210-5-12-10-500.000 Training Conf Dues	175.00	56303	08/07/25
28470	VMERS DB 110800	08/01/25	Payroll Transfer PR-08/01/25	210-2-00-00-210.004 Retirement Payable	21925.20	56304	08/07/25
80130	VMERS DC 110800	08/01/25	Payroll Transfer PR-08/01/25	210-2-00-00-210.004 Retirement Payable	2761.89	56305	08/07/25
29825	VT GAS SYSTEMS	07/22/25	MSP VT Gas August 157875607222	210-5-41-26-621.000 Natural Gas/Heating	45.45	56307	08/07/25
29825	VT GAS SYSTEMS	07/22/25	Service Period: 06/19/25- 25390	210-5-41-20-621.000 Natural Gas/Heating	45.45	56308	08/07/25
29825	VT GAS SYSTEMS	07/22/25	Service Period: 06/19/25- 25390	210-5-41-21-621.000 Natural Gas/Heating	49.42	56308	08/07/25
29825	VT GAS SYSTEMS	07/22/25	Service Period: 06/19/25- 25390	210-5-41-22-621.000 Natural Gas/Heating	54.73	56308	08/07/25

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29825	VT GAS SYSTEMS	07/22/25 Service Period: 06/19/25- 25390	210-5-40-12-621.000 Natural Gas/Heating	77.08	56308	08/07/25
29825	VT GAS SYSTEMS	07/22/25 Service Period: 06/19/25- 25390	210-5-41-23-621.000 Natural Gas/Heating	65.21	56308	08/07/25
29825	VT GAS SYSTEMS	07/22/25 MSP VT Gas August 810044072225	210-5-41-26-621.000 Natural Gas/Heating	102.41	56309	08/07/25
V2258	VTGFOA	08/04/25 Morris dues FY26 2026-016	210-5-13-10-500.000 Training, Conf, Dues	40.00	56311	08/07/25
V2258	VTGFOA	08/04/25 Maynard Dues FY26 2026-017	210-5-13-10-500.000 Training, Conf, Dues	40.00	56311	08/07/25
07565	W B MASON CO INC	07/21/25 Maint Supplies 255639382	210-5-30-12-610.000 General Supplies	165.16	56312	08/07/25
07565	W B MASON CO INC	07/24/25 2 Lincoln Supplies July 2 255737292	210-5-10-10-610.000 General Supplies	31.96	56312	08/07/25
26380	WINOOSKI VALLEY PARK DIST	08/05/25 FY26 contribution FY26	210-5-19-10-800.109 Winooski Valley Park Dist	33895.00	56313	08/07/25
80209	Wasted Public Bene Corp	07/18/25 Cascade Portolet August 8448	210-5-30-12-330.000 Professional Services	120.00	56314	08/07/25
80209	Wasted Public Bene Corp	07/18/25 MSP Portolet August 8449	210-5-30-12-330.000 Professional Services	330.00	56314	08/07/25
17425	ICMA ROTH PLAN 706287	08/01/25 Payroll Transfer PR-08/01/25	210-2-00-00-210.004 Retirement Payable	150.00 E	801251	08/01/25
80158	MISSION SQUARE TRADITINAL	08/01/25 Payroll Transfer PR-08/01/25	210-2-00-00-210.004 Retirement Payable	269.23 E	801252	08/01/25
V1160	ICMA RETIREMENT TRUST-457	08/01/25 Payroll Transfer PR-08/01/25	210-2-00-00-210.004 Retirement Payable	3368.52 E	801253	08/01/25
V1161	ICMA RETIREMENT TRUST-401	08/01/25 Payroll Transfer PR-08/01/25	210-2-00-00-210.004 Retirement Payable	5513.90 E	801254	08/01/25
V1165	INTERNAL REVENUE SERVICE	08/01/25 Payroll Transfer PR-08/01/25	210-2-00-00-210.002 Federal Inc Tax W/H	76057.42 E	806255	08/01/25
V2413	VT DEPT OF TAXES	08/01/25 Payroll Transfer PR-08/01/25	210-2-00-00-210.003 State Inc Tax W/H	9932.51 E	806256	08/01/25
25715	DONALD L. HAMLIN CONSULT	07/24/25 Amtrak roof concepts 22811 072425	220-5-00-00-890.836 Train Station	48.00	56211	08/07/25
38955	F W WEBB COMPANY	07/21/25 VMP Fountain 91728634	221-5-00-00-431.000 R&M Buildings & Grounds	256.46	56220	08/07/25
25395	POOL WORLD INC	07/14/25 Memorial Fountain Pumps 275018	221-5-00-00-431.000 R&M Buildings & Grounds	3104.96	56268	08/07/25
25715	DONALD L. HAMLIN CONSULT	07/24/25 Crescent Connector June 2 22822072425	230-5-16-10-890.824 Cres. Connector	7052.65	56211	08/07/25
25715	DONALD L. HAMLIN CONSULT	07/24/25 EJ-Public Works Facility 24828072125	230-5-41-10-730.000 Facilities Assessment	11442.00	56211	08/07/25
80077	BREADLOAF CONSTRUCTION CO	06/30/25 2 Lincoln Renovation #12 23708-12	232-5-41-20-890.832 2 Lincoln Street Renovati	350305.20	56192	08/07/25
05280	S & D LANDSCAPES LLC	07/22/25 EJRP Turf Care Program 250467	233-5-00-00-740.001 Landscaping	12000.00	56276	08/07/25
80208	Capital One Trade Credit	07/09/25 Water department supplies 2160839	254-5-54-20-610.000 General Supplies	26.99	56209	08/07/25
31275	DON WESTON EXCAVATING INC	06/02/25 Work done in May June 20 11128	254-5-54-20-433.000 R&M Infrastructure	49788.54	56210	08/07/25

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20470	GLOBAL MONTELLO ATT: FLEE	07/31/25	July Fuel 333800	254-5-54-20-626.000 Gasoline	190.76	56229	08/07/25
44275	MVP SELECT CARE INC.	08/05/25	01 Jul 25 HRA Admin Fee CINV012393	254-5-54-20-210.000 Group Insurance	9.80	56253	08/07/25
24960	NORTHEAST DELTA DENTAL	07/15/25	Dental Aug 2025 071525 6197	254-5-54-20-210.000 Group Insurance	292.58	56256	08/07/25
36130	VERIZON WIRELESS VSAT	07/17/25	Cell Service July 2025 6118773332	254-5-54-20-530.000 Communications	104.90	56296	08/07/25
21230	VISION SERVICE PLAN (CT)	07/19/25	Vision Aug 2025 823292073	254-5-54-20-210.000 Group Insurance	67.27	56302	08/07/25
29825	VT GAS SYSTEMS	07/22/25	Service Period: 06/19/25- 25390	254-5-54-20-621.000 Natural Gas/Heating	45.45	56308	08/07/25
V10609	2G ENERGY INC.	07/31/25	Starter 7 kW Mitsubishi 415082500858	255-5-55-30-435.000 COGEN	2949.87	56180	08/07/25
V10609	2G ENERGY INC.	07/31/25	shipping/ handling credit 425082500015	255-5-55-30-435.000 COGEN	-117.77	56180	08/07/25
04940	COMCAST	07/23/25	Comm July 30, 2025-August 03160280725	255-5-55-30-530.000 Communications	174.89	56204	08/07/25
31545	COSTCO #314	07/30/25	Supplies for Wastewater 73025CostWW	255-5-55-30-610.000 General Supplies	782.25	56207	08/07/25
80208	Capital One Trade Credit	07/08/25	Parts for Grit conveyer 2160830	255-5-55-30-570.000 Other Purchased Services	106.48	56209	08/07/25
80208	Capital One Trade Credit	07/10/25	For Grit collector bolts 2160847	255-5-55-30-570.000 Other Purchased Services	90.86	56209	08/07/25
80208	Capital One Trade Credit	07/14/25	Bioxide Trailer straps 2160883	255-5-55-30-610.000 General Supplies	79.96	56209	08/07/25
06870	ENDYNE INC	07/31/25	Essex Jct. WWTF TKN Only 541499	255-5-55-30-340.000 Technical Services	35.00	56216	08/07/25
38955	F W WEBB COMPANY	07/30/25	4 - Pipe 1/2" x 400" blac 91862950	255-5-55-30-570.000 Other Purchased Services	446.16	56220	08/07/25
04640	FASTENAL INDUSTRIAL & CON	07/25/25	Pump for Declor VTBUR338855	255-5-55-30-570.000 Other Purchased Services	403.20	56222	08/07/25
04640	FASTENAL INDUSTRIAL & CON	07/31/25	Nuts and bolts VTBUR338988	255-5-55-30-610.000 General Supplies	104.06	56222	08/07/25
04640	FASTENAL INDUSTRIAL & CON	08/04/25	For roof over sampler VTBUR339053	255-5-55-30-570.000 Other Purchased Services	27.26	56222	08/07/25
19005	FIRSTLIGHT FIBER	08/01/25	Comm July 1, 2025-July 31, 20768649	255-5-55-30-530.000 Communications	545.36	56224	08/07/25
20470	GLOBAL MONTELLO ATT: FLEE	07/31/25	July Fuel 333800	255-5-55-30-626.000 Gasoline	228.89	56229	08/07/25
24785	GRAINGER	07/22/25	MOUNTING BASE, STEEL 9581508612	255-5-55-30-609.000 Safety Supplies	505.49	56232	08/07/25
24785	GRAINGER	07/24/25	MUSHRMHEADPUSHBUTTON, NONI 9583528220	255-5-55-30-570.000 Other Purchased Services	9.55	56232	08/07/25
24785	GRAINGER	07/24/25	UTILITY CART, 500 LB. LOAD 9584377288	255-5-55-30-610.000 General Supplies	210.60	56232	08/07/25
24785	GRAINGER	07/24/25	Tools for service truck 9584377296	255-5-55-30-611.000 Small Tools & Equipment	535.11	56232	08/07/25
24785	GRAINGER	07/25/25	ANCHORING ADHESIVE, EPOXY, 9586116924	255-5-55-30-610.000 General Supplies	90.64	56232	08/07/25

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24785	GRAINGER	07/31/25	Fuses 9591900544	255-5-55-30-570.000 Other Purchased Services	272.17	56232	08/07/25
24785	GRAINGER	08/01/25	RATCHET, CORDLESS, PISTOL G 9593733588	255-5-55-30-611.000 Small Tools & Equipment	343.37	56232	08/07/25
07010	GREEN MOUNTAIN POWER CORP	07/21/25	39 Cascade Usage Period: 0725 Cascade	255-5-55-30-622.000 Electricity	18240.05	56235	08/07/25
09050	HACH COMPANY	07/18/25	CL17 reagents 14585371	255-5-55-30-340.000 Technical Services	489.10	56236	08/07/25
V9454	LENNY'S SHOE & APP	07/25/25	Work boots for Tyler Sull 4072588	255-5-55-30-612.000 Uniforms	210.00	56241	08/07/25
V10130	LOWE'S BUSINESS ACCOUNT	07/29/25	For Sampler Project 85563	255-5-55-30-570.000 Other Purchased Services	224.98	56243	08/07/25
42805	MARYLAND BIOCHEMICAL CO. I	07/22/25	Bacteria for wastewater t 7TT1084	255-5-55-30-619.000 Chemicals	2428.03	56245	08/07/25
V10674	MOTION INDUSTRIES	07/23/25	Roller Conveyor chain and VT20-0028043	255-5-55-30-570.000 Other Purchased Services	1578.87	56252	08/07/25
V10674	MOTION INDUSTRIES	07/30/25	CONVEYING CHAIN for Headw VT20-0028057	255-5-55-30-570.000 Other Purchased Services	1489.26	56252	08/07/25
44275	MVP SELECT CARE INC.	08/05/25	01 Jul 25 HRA Admin Fee CINV012393	255-5-55-30-210.000 Group Insurance	14.00	56253	08/07/25
24960	NORTHEAST DELTA DENTAL	07/15/25	Dental Aug 2025 071525 6197	255-5-55-30-210.000 Group Insurance	402.23	56256	08/07/25
19325	OPEN APPROACH INC	08/01/25	Monthly Billing for August 26856	255-5-55-30-340.000 Technical Services	160.00	56258	08/07/25
03160	P & H SENESAC INC	07/21/25	POLYMER FOR DEWATERING 20600	255-5-55-30-568.000 Biosolids Subcontractor	9108.00	56260	08/07/25
80119	PUMP CONTROL SOLUTIONS LL	07/29/25	Sludge Holding Tanks leve 1323	255-5-55-30-570.000 Other Purchased Services	4948.00	56271	08/07/25
V2093	SLACK CHEMICAL COMPANY IN	07/17/25	SUPERCHLOR 489930	255-5-55-30-619.000 Chemicals	9211.50	56282	08/07/25
V2124	STAPLES ADVANTAGE	08/02/25	Supplies 6038857972	255-5-55-30-610.000 General Supplies	39.03	56285	08/07/25
V2124	STAPLES ADVANTAGE	08/02/25	Credit for a return 6038857973	255-5-55-30-610.000 General Supplies	-29.49	56285	08/07/25
29090	SUNBELT RENTALS	07/24/25	Concrete drill bit 000171971413	255-5-55-30-611.000 Small Tools & Equipment	35.12	56289	08/07/25
36130	VERIZON WIRELESS VSAT	07/17/25	Cell Service July 2025 6118773332	255-5-55-30-530.000 Communications	47.44	56296	08/07/25
23395	VILLAGE HARDWARE - WILLIS	07/24/25	Concrete anchors for moun 520650	255-5-55-30-610.000 General Supplies	24.45	56301	08/07/25
23395	VILLAGE HARDWARE - WILLIS	07/25/25	Anchors for bases for ent 520667	255-5-55-30-610.000 General Supplies	24.45	56301	08/07/25
21230	VISION SERVICE PLAN (CT)	07/19/25	Vision Aug 2025 823292073	255-5-55-30-210.000 Group Insurance	71.07	56302	08/07/25
29825	VT GAS SYSTEMS	07/22/25	Service Period: 06/19/25- 25390	255-5-55-30-621.000 Natural Gas/Heating	751.12	56308	08/07/25
33850	CENTRAL VERMONT PROPRTIE	08/05/25	ROW FY26 9500276287	256-5-56-40-441.000 Rental Land/Buildings	500.00	56199	08/07/25
20470	GLOBAL MONTELLO ATT: FLEE	07/31/25	July Fuel 333800	256-5-56-40-626.000 Gasoline	403.00	56229	08/07/25

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44275	08/05/25	MVP SELECT CARE INC. 01 Jul 25 HRA Admin Fee CINV012393	256-5-56-40-210.000 Group Insurance	5.50	56253	08/07/25
12235	08/05/25	NEW ENGLAND CENTRAL RAILR ROW FY26 228874	256-5-56-40-441.000 Rental Land/Buildings	1877.17	56255	08/07/25
24960	07/15/25	NORTHEAST DELTA DENTAL Dental Aug 2025 071525 6197	256-5-56-40-210.000 Group Insurance	202.15	56256	08/07/25
19325	08/01/25	OPEN APPROACH INC Monthly Billing for August 26856	256-5-56-40-340.000 Technical Services	560.00	56258	08/07/25
11555	07/28/25	RUSSELL RESOURCES INC PUMP VAC REPAIR KIT 256535	256-5-56-40-434.000 R&M Pump Stations	1410.65	56275	08/07/25
36130	07/23/25	VERIZON WIRELESS VSAT Pump Stations: June 24, 2 6119347578	256-5-56-40-434.001 Susie Wilson PS Costs	77.53	56297	08/07/25
36130	07/23/25	VERIZON WIRELESS VSAT Pump Stations: June 24, 2 6119347578	256-5-56-40-434.002 West Street PS Costs	77.53	56297	08/07/25
36130	07/23/25	VERIZON WIRELESS VSAT Pump Stations: June 24, 2 6119347578	256-5-56-40-434.000 R&M Pump Stations	300.99	56297	08/07/25
21230	07/19/25	VISION SERVICE PLAN (CT) Vision Aug 2025 823292073	256-5-56-40-210.000 Group Insurance	39.74	56302	08/07/25
29825	07/22/25	VT GAS SYSTEMS Service Period: 06/19/25- 25390	256-5-56-40-621.000 Natural Gas/Heating	53.40	56308	08/07/25
29825	07/22/25	VT GAS SYSTEMS Service Period: 06/19/25- 25390	256-5-56-40-434.001 Susie Wilson PS Costs	48.57	56308	08/07/25
29825	07/22/25	VT GAS SYSTEMS Service Period: 06/19/25- 25390	256-5-56-40-434.002 West Street PS Costs	48.57	56308	08/07/25
44275	08/05/25	MVP SELECT CARE INC. 01 Jul 25 HRA Admin Fee CINV012393	257-5-57-50-210.000 Group Insurance	1.16	56253	08/07/25
24960	07/15/25	NORTHEAST DELTA DENTAL Dental Aug 2025 071525 6197	257-5-57-50-210.000 Group Insurance	25.01	56256	08/07/25
21230	07/19/25	VISION SERVICE PLAN (CT) Vision Aug 2025 823292073	257-5-57-50-210.000 Group Insurance	4.63	56302	08/07/25
07305	07/31/25	AIRGAS USA LLC Pool Chemicals 5517876949	259-5-30-11-431.000 R&M Buildings & Grounds	419.96	56182	08/07/25
19815	07/18/25	AMAZON CAPITAL SERVICES Camp Med Kits 11MYVVJQXNGH	259-5-30-17-610.000 General Supplies	14.98	56184	08/07/25
19815	07/18/25	AMAZON CAPITAL SERVICES Disc EMS Supplies 11MYVVJQXP16	259-5-30-17-610.000 General Supplies	102.80	56184	08/07/25
19815	07/23/25	AMAZON CAPITAL SERVICES CMS Sports 11YJVTWV1K4T	259-5-30-17-610.000 General Supplies	37.98	56184	08/07/25
19815	07/28/25	AMAZON CAPITAL SERVICES Reach FMS Supplies 147M1RRQCKLW	259-5-30-17-610.000 General Supplies	255.11	56184	08/07/25
19815	07/24/25	AMAZON CAPITAL SERVICES Disc EMS Supplies 164K3Q7G96NW	259-5-30-17-610.000 General Supplies	35.98	56184	08/07/25
19815	07/21/25	AMAZON CAPITAL SERVICES CMS Art 16TVVY4D69LQ	259-5-30-17-610.000 General Supplies	92.46	56184	08/07/25
19815	07/27/25	AMAZON CAPITAL SERVICES Disc EES Supplies 16VF9L3Q44CF	259-5-30-17-610.000 General Supplies	242.74	56184	08/07/25
19815	07/24/25	AMAZON CAPITAL SERVICES CMS Art CREDIT 176XC69R3JKD	259-5-30-17-610.000 General Supplies	-208.45	56184	08/07/25
19815	07/30/25	AMAZON CAPITAL SERVICES CMS Supplies 19MQLX6PHYDL	259-5-30-17-610.000 General Supplies	73.72	56184	08/07/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	07/18/25 CMS Enrichment 1C4RWNQFKN1Y	259-5-30-17-610.000 General Supplies	53.41	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/19/25 Reach Fleming Supplies 1C4RWNQFWHTT	259-5-30-17-610.000 General Supplies	364.67	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	08/02/25 CMS Supplies 1CFXMTPGQF1N	259-5-30-17-610.000 General Supplies	113.98	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	08/01/25 CMS Art Supplies 1D1TQYKQJC6F	259-5-30-17-610.000 General Supplies	219.96	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/18/25 PS Supplies - 2/3 Adventu 1D4X4GXDNVD9	259-5-30-16-610.000 General Supplies	627.24	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	08/04/25 CMS Supplies 1FND67FR9XRG	259-5-30-17-610.000 General Supplies	71.10	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/22/25 Camp Supplies 1FWK1QXQNX3T	259-5-30-17-610.000 General Supplies	48.80	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/23/25 CMS Art 1GQFKP141H99	259-5-30-17-610.000 General Supplies	208.45	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/18/25 CMS Enrichment 1J9WDD1NKDHM	259-5-30-17-610.000 General Supplies	230.43	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/24/25 CMS Sports 1J9XDLWD4XKW	259-5-30-17-610.000 General Supplies	11.39	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/30/25 Pool Supplies 1KL66C9TJCWM	259-5-30-11-610.000 General Supplies	79.86	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/26/25 PS Supplies - 3/4 Explore 1M7GQDVCR7GL	259-5-30-16-610.000 General Supplies	457.21	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	08/01/25 Reach FMS Supplies 1MFG9PH9GTWX	259-5-30-17-610.000 General Supplies	36.39	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/24/25 Childcare Office 1NJNF1XR4PJT	259-5-30-17-610.000 General Supplies	21.94	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/18/25 Childcare Office 1P66GPTNLL7D	259-5-30-17-610.000 General Supplies	98.11	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	08/04/25 CMS Enrichment 1PV7QLKJHYJ	259-5-30-17-610.000 General Supplies	75.59	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/30/25 Reach Fleming Supplies 1Q1FN91DHXYJ	259-5-30-17-610.000 General Supplies	42.43	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/24/25 Disc EES Supplies 1Q7JH1XC9KHT	259-5-30-17-610.000 General Supplies	48.80	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/29/25 Pool Supplies 1QVLLQPM7CJR	259-5-30-11-610.000 General Supplies	166.90	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/28/25 CMS Sports 1RTX6C9G4F4R	259-5-30-17-610.000 General Supplies	46.04	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/22/25 Disc EES Supplies 1T9RVJ3GVD3F	259-5-30-17-610.000 General Supplies	35.98	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/25/25 Pool Vacuum 1TPCPFN7GHWJ	259-5-30-11-431.000 R&M Buildings & Grounds	7499.00	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/23/25 Disc EES Supplies 1VKYPGRWYPFQ	259-5-30-17-610.000 General Supplies	137.38	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/28/25 Disc EMS Supplies 1WLF6R1R4FFR	259-5-30-17-610.000 General Supplies	33.95	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	08/04/25 CMS Olympics 1WP4YG4L7HPK	259-5-30-17-610.000 General Supplies	272.27	56184	08/07/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	07/21/25 Reach Fleming Supplies 1WVKCMDTFXH3	259-5-30-17-610.000 General Supplies	55.93	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/22/25 Disc EES Supplies 1WVKCMDTPRPY	259-5-30-17-610.000 General Supplies	47.99	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/21/25 Reach FMS Supplies 1XGDWNFMGNCK	259-5-30-17-610.000 General Supplies	34.29	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/21/25 Camp Supplies 1XTTR6F6DPW7	259-5-30-17-610.000 General Supplies	15.17	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/23/25 CMS Art Supplies 1XTTR6F6YQDY	259-5-30-17-610.000 General Supplies	194.24	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/25/25 CMS Enrichment 1XXC3M3GL3VY	259-5-30-17-610.000 General Supplies	49.26	56184	08/07/25
19815	AMAZON CAPITAL SERVICES	07/22/25 Disc EMS Supplies 1YGN33QPNXQR	259-5-30-17-610.000 General Supplies	21.50	56184	08/07/25
25370	BOUNCE AROUND VT LLC	07/31/25 National Night Out 8/5 073125D	259-5-30-14-330.000 Professional Services	289.00	56191	08/07/25
25370	BOUNCE AROUND VT LLC	08/04/25 Reach Fleming 8/15 080425D	259-5-30-17-330.000 Professional Services	955.00	56191	08/07/25
25370	BOUNCE AROUND VT LLC	08/04/25 MSP Staff Gathering 8/15 080425D1	259-5-30-17-330.000 Professional Services	991.03	56191	08/07/25
25370	BOUNCE AROUND VT LLC	07/17/25 Disc EES 8/15 11762	259-5-30-17-330.000 Professional Services	354.00	56191	08/07/25
17895	CLEAN NEST	08/01/25 EJRP Cleaning July 15662	259-5-30-16-420.000 Cleaning Services	2763.50	56203	08/07/25
26420	COMMUNITY PRODUCTS	08/01/25 PS Furniture - 2/3 Advent F9D59	259-5-30-16-610.000 General Supplies	801.00	56205	08/07/25
29970	EAST COAST ICE	07/27/25 Pool Staff Appreciation 1321	259-5-30-11-610.000 General Supplies	119.00	56213	08/07/25
42360	ECHO AT THE LEAHY CENTER	07/25/25 Reach FMS/Fleming 7/22-23 R206824	259-5-30-17-330.000 Professional Services	428.00	56215	08/07/25
20680	EPIC DRIVING LLC	07/28/25 Drivers Ed August 522	259-5-30-14-330.000 Professional Services	18900.00	56218	08/07/25
04330	EWSD CHILD NUTRITION	07/30/25 Camp Lunch June 3234	259-5-30-17-610.000 General Supplies	4903.20	56219	08/07/25
38955	F W WEBB COMPANY	07/18/25 Pool Maint Supplies 91665048	259-5-30-11-431.000 R&M Buildings & Grounds	18.45	56220	08/07/25
38955	F W WEBB COMPANY	07/16/25 Pool Maint Supplies 91669599	259-5-30-11-431.000 R&M Buildings & Grounds	121.47	56220	08/07/25
25325	FILLION ASSOCIATES, INC	07/17/25 Pool Chemicals 36947	259-5-30-11-431.000 R&M Buildings & Grounds	5065.00	56223	08/07/25
80025	FURNISS, JULIE	07/29/25 Camp Refund-Furniss \$199. 214174	259-4-30-17-020.313 Childcare - DC	199.75	56226	08/07/25
20195	GET AIR	07/29/25 Reach Fleming 7/29 2981663	259-5-30-17-330.000 Professional Services	1090.00	56228	08/07/25
20470	GLOBAL MONTELO ATT: FLEE	07/31/25 July Fuel 333800	259-5-30-15-626.000 Gasoline	135.52	56229	08/07/25
80018	GOYETTE LUKE	07/30/25 Baseball Camp 7/21-24 073025D	259-5-30-14-330.000 Professional Services	2592.00	56231	08/07/25
08475	GREEN MOUNTAIN ELECTRIC S	07/23/25 Pool Electrical S5418972001	259-5-30-11-431.000 R&M Buildings & Grounds	140.81	56233	08/07/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80025	HAXEL, SETH	07/21/25 Camp/Prog Refund-Haxel \$7 213535	259-4-30-14-020.311 Youth Programs	237.00	56238	08/07/25
80025	HAXEL, SETH	07/21/25 Camp/Prog Refund-Haxel \$7 213535	259-4-30-17-020.313 Childcare - DC	470.00	56238	08/07/25
25685	LETGO YOUR MIND	07/31/25 Lego Programs July 073125D	259-5-30-14-330.000 Professional Services	14724.00	56242	08/07/25
80025	MENNIG, ALICIA	07/24/25 Refund - Mennig \$70 213814	259-4-30-14-020.312 Adult Programs	70.00	56247	08/07/25
14570	METROCK STATION / VERTI	08/01/25 CMS 8/1 1460861	259-5-30-17-330.000 Professional Services	684.00	56248	08/07/25
25620	MONTSHIRE MUSEUM OF SCIEN	07/17/25 Disc EES 7/17 2564	259-5-30-17-330.000 Professional Services	895.00	56251	08/07/25
25620	MONTSHIRE MUSEUM OF SCIEN	07/18/25 Reach FMS 7/18 2566	259-5-30-17-330.000 Professional Services	797.00	56251	08/07/25
44275	MVP SELECT CARE INC.	08/05/25 01 Jul 25 HRA Admin Fee CINV012393	259-5-30-15-210.000 Group Insurance	26.25	56253	08/07/25
44275	MVP SELECT CARE INC.	08/05/25 01 Jul 25 HRA Admin Fee CINV012393	259-5-30-16-210.000 Group Insurance	17.49	56253	08/07/25
24960	NORTHEAST DELTA DENTAL	07/15/25 Dental Aug 2025 071525 6197	259-5-30-15-210.000 Group Insurance	306.53	56256	08/07/25
24960	NORTHEAST DELTA DENTAL	07/15/25 Dental Aug 2025 071525 6197	259-5-30-16-210.000 Group Insurance	509.00	56256	08/07/25
2900	PALMER LANE MAPLE	07/18/25 Discovery 7/18 8124	259-5-30-17-610.000 General Supplies	278.50	56261	08/07/25
29425	PERFORMANCE FOOD 24793-EJ	07/21/25 Disc EES Snack 426287	259-5-30-17-610.000 General Supplies	545.11	56263	08/07/25
29425	PERFORMANCE FOOD 24793-EJ	07/21/25 CMS Snack 427064	259-5-30-17-610.000 General Supplies	148.97	56263	08/07/25
29425	PERFORMANCE FOOD 24793-EJ	07/21/25 Camp Snack 427949	259-5-30-17-610.000 General Supplies	401.23	56263	08/07/25
29425	PERFORMANCE FOOD 24793-EJ	07/28/25 Disc EES Snack 429598	259-5-30-17-610.000 General Supplies	506.96	56263	08/07/25
29425	PERFORMANCE FOOD 24793-EJ	07/23/25 Reach FMS Snack 429847	259-5-30-17-610.000 General Supplies	154.33	56263	08/07/25
29425	PERFORMANCE FOOD 24793-EJ	07/28/25 NOVA Snack 431330	259-5-30-17-610.000 General Supplies	158.70	56263	08/07/25
29425	PERFORMANCE FOOD 24793-EJ	07/28/25 Reach FMS Snack 431469	259-5-30-17-610.000 General Supplies	439.04	56263	08/07/25
29425	PERFORMANCE FOOD 24793-EJ	07/28/25 Disc EMS Snack 432023	259-5-30-17-610.000 General Supplies	43.01	56263	08/07/25
29425	PERFORMANCE FOOD 24793-EJ	07/29/25 CMS Snack 433316	259-5-30-17-610.000 General Supplies	720.92	56263	08/07/25
29425	PERFORMANCE FOOD 24793-EJ	07/29/25 Camp Snack 433769	259-5-30-17-610.000 General Supplies	136.47	56263	08/07/25
29425	PERFORMANCE FOOD 24793-EJ	08/04/25 Camp Snack 436013	259-5-30-17-610.000 General Supplies	246.65	56263	08/07/25
29425	PERFORMANCE FOOD 24793-EJ	08/04/25 Reach Fleming Snack 436100	259-5-30-17-610.000 General Supplies	197.60	56263	08/07/25
80071	PLUM THERAPY LLC KATRINA	07/31/25 Clinical Supervision July 073125D	259-5-30-17-330.000 Professional Services	600.00	56267	08/07/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25395	POOL WORLD INC	07/25/25	Pool Chemicals 275613	259-5-30-11-431.000 R&M Buildings & Grounds	97.96	56268	08/07/25
16020	POSTMASTER	07/31/25	Fall Brochure Postage 073125D	259-5-30-10-560.000 Postage	2284.48	56269	08/07/25
24325	RADIO NORTH GROUP INC	07/10/25	Camp Radios 24147218	259-5-30-17-610.000 General Supplies	379.65	56273	08/07/25
05280	S & D LANDSCAPES LLC	07/22/25	EJRP Turf Care Program 250467	259-5-30-12-330.000 Professional Services	5643.58	56276	08/07/25
14160	SHELBURNE MUSEUM	07/09/25	Reach FMS 7/9 1800	259-5-30-17-330.000 Professional Services	295.00	56280	08/07/25
14160	SHELBURNE MUSEUM	07/10/25	Reach Fleming 7/10 1803	259-5-30-17-330.000 Professional Services	260.00	56280	08/07/25
17675	SMUGGLERS NOTCH RESORT	07/18/25	NOVA 7/18 071825D	259-5-30-17-330.000 Professional Services	420.00	56283	08/07/25
17675	SMUGGLERS NOTCH RESORT	07/28/25	CMS 7/28 072825D	259-5-30-17-330.000 Professional Services	900.00	56283	08/07/25
45825	SPARE TIME	07/31/25	Nova 7/31 48723651	259-5-30-17-330.000 Professional Services	493.00	56284	08/07/25
45825	SPARE TIME	07/28/25	Reach Fleming 7/28 49671618	259-5-30-17-330.000 Professional Services	803.00	56284	08/07/25
45825	SPARE TIME	07/31/25	NOVA 7/31 51457546	259-5-30-17-330.000 Professional Services	89.70	56284	08/07/25
80025	STEELE, KATHRYN	07/30/25	Refund-Steele \$200 214312	259-4-30-14-020.311 Youth Programs	200.00	56286	08/07/25
23495	STUDENT TRANSPORTATION OF	07/21/25	Reach FMS Bus 7/15 70312593	259-5-30-17-580.000 Travel	2723.06	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/21/25	CMS Bus 7/16 70312594	259-5-30-17-580.000 Travel	328.31	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/21/25	NOVA Bus 7/17-18 70312595	259-5-30-17-580.000 Travel	1004.26	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/21/25	Discovery Bus 7/14 70312596	259-5-30-17-580.000 Travel	289.69	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/21/25	Disc EES Bus 7/14 70312597	259-5-30-17-580.000 Travel	1641.57	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/21/25	CMS Bus 7/18 70312598	259-5-30-17-580.000 Travel	1602.94	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/25/25	Disc EES Bus 7/21 70313024	259-5-30-17-580.000 Travel	405.56	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/25/25	Reach Fleming Bus 7/21-24 70313025	259-5-30-17-580.000 Travel	1757.43	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/25/25	NOVA Bus 7/24 70313027	259-5-30-17-580.000 Travel	366.94	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/25/25	CMS Bus 7/23 70313028	259-5-30-17-580.000 Travel	366.94	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/25/25	Disc EMS Bus 7/21 70313029	259-5-30-17-580.000 Travel	386.25	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/28/25	Reach FMS Bus 7/21 70313283	259-5-30-17-580.000 Travel	1274.63	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/28/25	NOVA Bus 7/23 70313284	259-5-30-17-580.000 Travel	366.94	56287	08/07/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23495	STUDENT TRANSPORTATION OF	07/28/25	CMS Bus 7/25 70313285	259-5-30-17-580.000 Travel	1429.13	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/28/25	Disc EES Bus 7/25 70313287	259-5-30-17-580.000 Travel	347.63	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/28/25	Disc EMS Bus 7/28 70313367	259-5-30-17-580.000 Travel	366.94	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/31/25	Disc EES Bus 7/28 70314468	259-5-30-17-580.000 Travel	405.56	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	07/31/25	CMS Bus 7/30 70314473	259-5-30-17-580.000 Travel	366.94	56287	08/07/25
23495	STUDENT TRANSPORTATION OF	08/04/25	Disc EES Bus 8/1 70314482	259-5-30-17-580.000 Travel	927.00	56287	08/07/25
25340	State of Vermont	07/16/25	Reach FMS 7/16 25003	259-5-30-17-330.000 Professional Services	166.00	56290	08/07/25
03905	THE EDGE	07/29/25	Tennis Prog June FY25 072925D	259-5-30-14-330.000 Professional Services	840.00	56291	08/07/25
03905	THE EDGE	07/29/25	Tennis Prog July FY26 072925D1	259-5-30-14-330.000 Professional Services	1260.00	56291	08/07/25
80234	The POP	07/28/25	Camp Staff Outing 72825	259-5-30-17-330.000 Professional Services	490.00	56293	08/07/25
80234	The POP	08/04/25	Summer POP Programs 80425	259-5-30-14-330.000 Professional Services	1700.00	56293	08/07/25
36130	VERIZON WIRELESS VSAT	07/17/25	Cell Service July 2025 6118773332	259-5-30-16-530.000 Communications	37.42	56296	08/07/25
29690	VERMONT DISPLAY INC	06/30/25	Antenna/Battery Kit 25059	259-5-30-14-610.000 General Supplies	445.00	56298	08/07/25
25315	VESPA'S PIZZA PASTA & DEL	07/15/25	Reach Fleming Staff Mtg 071525D	259-5-30-15-610.000 General Supplies	83.72	56299	08/07/25
25315	VESPA'S PIZZA PASTA & DEL	07/17/25	Disc EES Staff Mtg 7/17 071725D	259-5-30-17-610.000 General Supplies	99.50	56299	08/07/25
23395	VILLAGE HARDWARE - WILLIS	06/12/25	Community Garden Supply 518486	259-5-30-14-610.000 General Supplies	33.98	56301	08/07/25
21230	VISION SERVICE PLAN (CT)	07/19/25	Vision Aug 2025 823292073	259-5-30-15-210.000 Group Insurance	115.06	56302	08/07/25
21230	VISION SERVICE PLAN (CT)	07/19/25	Vision Aug 2025 823292073	259-5-30-16-210.000 Group Insurance	94.72	56302	08/07/25
17325	VT CIVIL WAR HEMLOCKS	06/03/25	Memorial Day Parade FY25 060325D	259-5-30-14-850.150 Memorial Day Parade	650.00	56306	08/07/25
24520	VT SYSTEMS INC	06/02/25	RecTrac FY26 VS017092	259-5-30-14-505.000 Technology Subs, Licenses	1812.17	56310	08/07/25
24520	VT SYSTEMS INC	06/02/25	RecTrac FY26 VS017092	259-5-30-15-505.000 Technology Subs, Licenses	5074.07	56310	08/07/25
24520	VT SYSTEMS INC	06/02/25	RecTrac FY26 VS017092	259-5-30-11-505.000 Technology Subs, Licenses	483.24	56310	08/07/25
24520	VT SYSTEMS INC	06/02/25	RecTrac FY26 VS017092	259-5-30-17-505.000 Technology Subs, Licenses	2657.85	56310	08/07/25
24520	VT SYSTEMS INC	06/02/25	RecTrac FY26 VS017092	259-5-30-16-505.000 Technology Subs, Licenses	2053.79	56310	08/07/25
07565	W B MASON CO INC	07/18/25	Pool Supplies 255611778	259-5-30-11-610.000 General Supplies	81.25	56312	08/07/25

08/07/25

City of Essex Junction Accounts Payable

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03:54 pm

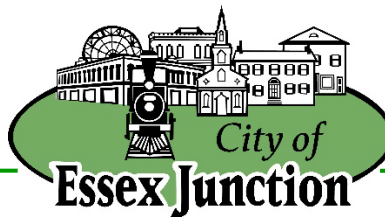
Check Warrant Report # 24082 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 08/01/25 To 08/08/25

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07565	W B MASON CO INC	07/24/25	Pool Supplies 255726513	259-5-30-11-610.000 General Supplies	34.99	56312	08/07/25
07565	W B MASON CO INC	07/24/25	Preschool Supplies - 2/3 255737117	259-5-30-16-610.000 General Supplies	88.48	56312	08/07/25
07565	W B MASON CO INC	07/31/25	Pool Supplies 255877066	259-5-30-11-610.000 General Supplies	544.39	56312	08/07/25
Report Total					850856.40		

To the Treasurer of City of Essex Junction, We Hereby certify
that there is due to the several persons whose names are
listed hereon the sum against each name and that there
are good and sufficient vouchers supporting the payments
aggregating \$ ***850,856.40
Let this be your order for the payments of these amounts.



MEMORANDUM

To: Regina Mahony, City Manager; City Council; Department Managers
CC: Tri-Town Members (Essex Town and Williston)
From: Jess Morris, Finance Director
Meeting Date: August 13, 2025
Subject: July 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 7/31/25 therefore the year to date actuals are for the period 7/1/25-7/31/25, and the month actuals are for the month of July.

While we will continue to receive July invoices over the coming weeks, we are about 8% of the way through the fiscal year. The General Fund revenue is just under 4% of budget or \$447,537 and expenditures are just under 7% of budget or \$828,765.

Tax bills were calculated on Monday, 8/4 and will be mailed from the printer on 8/8. This revenue will be reflected in the next monthly financial report issued in September.

The Water Fund operating revenue is actually under 1% of budget or \$2,562 and operating expenditures are just over 11% of budget or \$216,937. The Wastewater Fund operating revenue is actually just under 16% of budget or \$507,285 and operating expenditures are just over 7% of budget or \$231,425. The Sanitation Fund operating revenue is actually under 1% of budget or \$7,633 and operating expenditures are just over 15% of budget or \$138,332. The revenue for all three of these funds is understated due to an FY25 year end entry that adjusts revenue back to the prior year for consumption/usage in the last few days of June that will not be billed to customers until October. The Stormwater Fund operating revenue is at 0% and operating expenditures are just over 2% or \$7,647. Stormwater fees will be billed for the first time on the October utility bill.

There are currently 365 delinquent utility accounts with balances totaling \$107,422. There are currently no properties with water shut off. We will be preparing for water shut offs in the coming weeks for delinquencies from the June billing.

The EJRP Program Fund revenue is just under 1% of budget or \$34,452 and expenditures are about 9% of budget or \$189,991.

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

annual dues/memberships to various organizations, as well as quarterly transfers for capital and administrative allocations between funds.

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

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
210-4 Revenue				
210-4-00 General Revenues				
210-4-00-00-010.000 Property Taxes	11,405,931.00	252,800.14	11,153,130.86 2.22%	252,800.14
210-4-00-00-020.001 PILOT Tax Agreements	17,600.00	0.00	17,600.00 0.00%	0.00
210-4-00-00-020.054 Admin Fee - Water	199,500.00	49,875.00	149,625.00 25.00%	49,875.00
210-4-00-00-020.055 Admin Fee - WWTF	99,750.00	24,937.50	74,812.50 25.00%	24,937.50
210-4-00-00-020.056 Admin Fee - Sanitation	199,500.00	49,875.00	149,625.00 25.00%	49,875.00
210-4-00-00-020.059 Admin Fee - EJRP PF	53,155.00	13,288.75	39,866.25 25.00%	13,288.75
210-4-00-00-030.009 Cannabis Control	400.00	0.00	400.00 0.00%	0.00
210-4-00-00-042.001 PILOT Revenue	14,000.00	0.00	14,000.00 0.00%	0.00
210-4-00-00-042.002 Railroad Taxes	2,500.00	0.00	2,500.00 0.00%	0.00
210-4-00-00-042.004 State Act 60 Revenue	32,800.00	0.00	32,800.00 0.00%	0.00
210-4-00-00-042.005 State Act 68 Revenue	38,000.00	0.00	38,000.00 0.00%	0.00
210-4-00-00-060.000 Interest Income	10,000.00	112.54	9,887.46 1.13%	112.54
210-4-00-00-080.001 State District Court Fine	5,000.00	0.00	5,000.00 0.00%	0.00
210-4-00-00-085.000 Penalties	40,000.00	0.00	40,000.00 0.00%	0.00
210-4-00-00-086.000 Interest	8,000.00	1,354.18	6,645.82 16.93%	1,354.18
210-4-00-00-098.000 Misc Revenue	1,500.00	8.25	1,491.75 0.55%	8.25
Total General Revenues	12,127,636.00	392,231.36	11,735,384.64 3.23%	392,231.36
210-4-10 Admin Revenues				
Total Admin Revenues	0.00	0.00	0.00 0.00%	0.00
210-4-12-10 Clerk Revenue				
210-4-12-10-020.003 Use of Vault	25.00	5.00	20.00 20.00%	5.00
210-4-12-10-020.004 Recording Fees	55,000.00	8,326.00	46,674.00 15.14%	8,326.00
210-4-12-10-020.010 Printing and Duplication	1,000.00	69.00	931.00 6.90%	69.00
210-4-12-10-020.011 Online Land Records	150.00	0.00	150.00 0.00%	0.00
210-4-12-10-020.013 Sale of Certified Copy	1,000.00	160.00	840.00 16.00%	160.00
210-4-12-10-020.023 Records Preservation	15,000.00	3,024.00	11,976.00 20.16%	3,024.00
210-4-12-10-030.001 Liquor Licenses	2,500.00	0.00	2,500.00 0.00%	0.00
210-4-12-10-030.002 Hunting and Fishing	10.00	0.00	10.00 0.00%	0.00
210-4-12-10-030.003 Marriage Licenses	250.00	90.00	160.00 36.00%	90.00
210-4-12-10-030.004 Animal Licenses	3,000.00	170.00	2,830.00 5.67%	170.00
210-4-12-10-030.005 Green Mountain Passport	100.00	32.00	68.00 32.00%	32.00
Total Clerk Revenue	78,035.00	11,876.00	66,159.00 15.22%	11,876.00
210-4-14-10 Information Technology				
Total Information Technology	0.00	0.00	0.00 0.00%	0.00
210-4-16 ComDev Revenues				
210-4-16-10-030.008 License and Zoning Fees	75,000.00	2,895.00	72,105.00 3.86%	2,895.00
Total ComDev Revenues	75,000.00	2,895.00	72,105.00 3.86%	2,895.00
210-4-17 EconDev Revenues				

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total EconDev Revenues	0.00	0.00	0.00	0.00%	0.00
210-4-25 Fire Revenues					
210-4-25-10-098.000 Misc Revenue	0.00	10.00	-10.00	100.00%	10.00
Total Fire Revenues	0.00	10.00	-10.00	100.00%	10.00
210-4-30 EJPJ Revenues					
210-4-30-10-020.000 Charges for Services	8,670.00	-30.00	8,700.00	-0.35%	-30.00
210-4-30-12-091.000 Transfer btwn funds (non-	1,500.00	750.00	750.00	50.00%	750.00
Total EJPJ Revenues	10,170.00	720.00	9,450.00	7.08%	720.00
210-4-35 Library Revenues					
210-4-35-10-098.000 Misc Revenue	900.00	136.55	763.45	15.17%	136.55
Total Library Revenues	900.00	136.55	763.45	15.17%	136.55
210-4-40 PW Revenues					
210-4-40-12-020.017 EV Charger	0.00	214.03	-214.03	100.00%	214.03
210-4-40-12-042.006 State Aid to Highways	125,000.00	38,479.82	86,520.18	30.78%	38,479.82
210-4-40-12-098.000 Misc Revenue	2,500.00	810.00	1,690.00	32.40%	810.00
Total PW Revenues	127,500.00	39,503.85	87,996.15	30.98%	39,503.85
210-4-41 Building Revenues					
Total Building Revenues	0.00	0.00	0.00	0.00%	0.00
210-4-90-00 Other Sources and Uses					
210-4-90-00-640.201 Adult Collection replacem	0.00	70.00	-70.00	100.00%	70.00
210-4-90-00-640.202 Juvenile Collection repl	0.00	74.00	-74.00	100.00%	74.00
Total Other Sources and Uses	0.00	144.00	-144.00	100.00%	144.00
Total Revenue	12,419,241.00	447,536.76	11,971,704.24	3.60%	447,536.76
Total Revenues	12,419,241.00	447,536.76	11,971,704.24	3.60%	447,536.76
210-5-10-10 Administration					
210-5-10-10-110.000 Regular Salaries	362,725.00	13,840.90	348,884.10	3.82%	13,840.90
210-5-10-10-210.000 Group Insurance	136,610.00	17,378.34	119,231.66	12.72%	17,378.34
210-5-10-10-220.000 Social Security	27,952.00	1,100.41	26,851.59	3.94%	1,100.41
210-5-10-10-225.000 Act 76 Childcare Tax	1,206.00	40.99	1,165.01	3.40%	40.99
210-5-10-10-230.000 Retirement	32,789.00	1,311.95	31,477.05	4.00%	1,311.95
210-5-10-10-290.000 Other Employee Benefits	6,178.00	0.00	6,178.00	0.00%	0.00
210-5-10-10-320.000 Legal Services	35,500.00	0.00	35,500.00	0.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-10-10-330.000 Professional Services	51,507.00	43.35	51,463.65	0.08%	43.35
210-5-10-10-442.000 Rental Vehicles/Equip	5,784.00	165.54	5,618.46	2.86%	165.54
210-5-10-10-500.000 Training, Conf, Dues	8,174.00	852.33	7,321.67	10.43%	852.33
210-5-10-10-505.000 Tech. Subs, Licenses	16,471.00	7,496.86	8,974.14	45.52%	7,496.86
210-5-10-10-530.000 Communications	3,348.00	2,844.00	504.00	84.95%	2,844.00
210-5-10-10-540.000 Advertising	20,475.00	2,802.64	17,672.36	13.69%	2,802.64
210-5-10-10-550.000 Printing and Binding	5,000.00	0.00	5,000.00	0.00%	0.00
210-5-10-10-560.000 Postage	9,590.00	470.32	9,119.68	4.90%	470.32
210-5-10-10-580.000 Travel	2,000.00	0.00	2,000.00	0.00%	0.00
210-5-10-10-610.000 General Supplies	3,000.00	259.92	2,740.08	8.66%	259.92
210-5-10-10-755.000 Furniture and Fixtures	1,000.00	0.00	1,000.00	0.00%	0.00
210-5-10-10-845.000 Employee/Volunteer Recogn	6,000.00	0.00	6,000.00	0.00%	0.00
Total Administration	735,309.00	48,607.55	686,701.45	6.61%	48,607.55
210-5-11-10 Legislative					
210-5-11-10-190.000 Board Member Payments	11,800.00	100.00	11,700.00	0.85%	100.00
210-5-11-10-190.001 City Council Payments	12,500.00	0.00	12,500.00	0.00%	0.00
210-5-11-10-220.000 Social Security	956.00	0.00	956.00	0.00%	0.00
210-5-11-10-225.000 Act 76 Childcare Tax	41.00	0.00	41.00	0.00%	0.00
210-5-11-10-320.000 Legal Services	3,600.00	0.00	3,600.00	0.00%	0.00
210-5-11-10-330.000 Professtional Services	28,739.00	14,802.00	13,937.00	51.50%	14,802.00
210-5-11-10-500.000 Training, Conferences, Du	18,364.00	15,864.00	2,500.00	86.39%	15,864.00
210-5-11-10-540.000 Advertising	900.00	0.00	900.00	0.00%	0.00
210-5-11-10-580.000 Travel	250.00	0.00	250.00	0.00%	0.00
210-5-11-10-610.000 General Supplies	2,000.00	0.00	2,000.00	0.00%	0.00
210-5-11-10-831.000 Special or New Programs	20,000.00	0.00	20,000.00	0.00%	0.00
Total Legislative	99,150.00	30,766.00	68,384.00	31.03%	30,766.00
210-5-12-10 Clerk					
210-5-12-10-110.000 Regular Salaries	151,619.00	5,795.90	145,823.10	3.82%	5,795.90
210-5-12-10-120.000 Part Time Salaries	10,024.00	0.00	10,024.00	0.00%	0.00
210-5-12-10-130.000 Overtime	470.00	0.00	470.00	0.00%	0.00
210-5-12-10-210.000 Group Insurance	37,371.00	6,617.61	30,753.39	17.71%	6,617.61
210-5-12-10-220.000 Social Security	12,682.00	468.67	12,213.33	3.70%	468.67
210-5-12-10-225.000 Act 76 Childcare Tax	547.00	18.65	528.35	3.41%	18.65
210-5-12-10-230.000 Retirement	15,172.00	591.83	14,580.17	3.90%	591.83
210-5-12-10-290.000 Other Employee Benefits	800.00	0.00	800.00	0.00%	0.00
210-5-12-10-330.000 Professional Services	486.00	24.00	462.00	4.94%	24.00
210-5-12-10-430.000 R&M Vehicles & Equipment	50.00	0.00	50.00	0.00%	0.00
210-5-12-10-500.000 Training Conf Dues	2,000.00	385.00	1,615.00	19.25%	385.00
210-5-12-10-505.000 Tech. Subs Licenses	4,300.00	364.14	3,935.86	8.47%	364.14
210-5-12-10-550.000 Printing and Binding	1,500.00	0.00	1,500.00	0.00%	0.00
210-5-12-10-560.000 Postage	400.00	84.10	315.90	21.03%	84.10
210-5-12-10-570.023 Records Preservation	15,000.00	0.00	15,000.00	0.00%	0.00
210-5-12-10-580.000 Travel	500.00	0.00	500.00	0.00%	0.00
210-5-12-10-610.000 General Supplies	2,000.00	0.00	2,000.00	0.00%	0.00
210-5-12-10-820.000 Elections	14,000.00	0.00	14,000.00	0.00%	0.00
Total Clerk	268,921.00	14,349.90	254,571.10	5.34%	14,349.90

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-13-10 Finance					
210-5-13-10-110.000 Regular Salaries	292,962.00	10,743.82	282,218.18	3.67%	10,743.82
210-5-13-10-190.000 Board Member Payments	1,400.00	0.00	1,400.00	0.00%	0.00
210-5-13-10-210.000 Group Insurance	59,140.00	5,683.35	53,456.65	9.61%	5,683.35
210-5-13-10-220.000 Social Security	25,436.00	1,068.15	24,367.85	4.20%	1,068.15
210-5-13-10-225.000 Act 76 Childcare Tax	1,097.00	41.69	1,055.31	3.80%	41.69
210-5-13-10-230.000 Retirement	30,634.00	1,179.75	29,454.25	3.85%	1,179.75
210-5-13-10-250.000 Unemployment Insurance	4,608.00	1,068.63	3,539.37	23.19%	1,068.63
210-5-13-10-260.000 Workers Comp Insurance	39,043.00	9,826.78	29,216.22	25.17%	9,826.78
210-5-13-10-290.000 Other Employee Benefits	1,600.00	400.00	1,200.00	25.00%	400.00
210-5-13-10-330.000 Professional Services	14,388.00	6,882.46	7,505.54	47.83%	6,882.46
210-5-13-10-335.000 Audit	18,412.00	0.00	18,412.00	0.00%	0.00
210-5-13-10-500.000 Training, Conf, Dues	1,758.00	0.00	1,758.00	0.00%	0.00
210-5-13-10-505.000 Tech. Subs, Licenses	22,754.00	1,673.64	21,080.36	7.36%	1,673.64
210-5-13-10-520.000 PACIF Insurance	99,922.00	23,034.20	76,887.80	23.05%	23,034.20
210-5-13-10-550.000 Printing and Binding	3,883.00	0.00	3,883.00	0.00%	0.00
210-5-13-10-560.000 Postage	2,800.00	0.00	2,800.00	0.00%	0.00
210-5-13-10-580.000 Travel	1,140.00	0.00	1,140.00	0.00%	0.00
210-5-13-10-610.000 General Supplies	800.00	0.00	800.00	0.00%	0.00
Total Finance	621,777.00	61,602.47	560,174.53	9.91%	61,602.47
210-5-14-10 Information Technology					
210-5-14-10-330.000 Professional Services	140,016.00	11,370.60	128,645.40	8.12%	11,370.60
210-5-14-10-432.000 R&M Technology	5,000.00	0.00	5,000.00	0.00%	0.00
210-5-14-10-505.000 Tech. Subs, Licenses	41,785.00	3,440.89	38,344.11	8.23%	3,440.89
210-5-14-10-735.000 Tech: Equip/Hardware	24,750.00	0.00	24,750.00	0.00%	0.00
Total Information Technology	211,551.00	14,811.49	196,739.51	7.00%	14,811.49
210-5-15-10 Assessing					
210-5-15-10-330.000 Professional Services	94,575.00	0.00	94,575.00	0.00%	0.00
210-5-15-10-505.000 Tech. Subs, Licenses	1,500.00	0.00	1,500.00	0.00%	0.00
Total Assessing	96,075.00	0.00	96,075.00	0.00%	0.00
210-5-16-10 Community Development					
210-5-16-10-110.000 Regular Salaries	225,773.00	8,653.13	217,119.87	3.83%	8,653.13
210-5-16-10-190.000 Board member Payments	9,600.00	0.00	9,600.00	0.00%	0.00
210-5-16-10-210.000 Group Insurance	59,616.00	11,721.22	47,894.78	19.66%	11,721.22
210-5-16-10-220.000 Social Security	18,624.00	721.36	17,902.64	3.87%	721.36
210-5-16-10-225.000 Act 76 Childcare Tax	803.00	27.21	775.79	3.39%	27.21
210-5-16-10-230.000 Retirement	19,374.00	756.14	18,617.86	3.90%	756.14
210-5-16-10-290.000 Other Employee Benefits	1,200.00	0.00	1,200.00	0.00%	0.00
210-5-16-10-320.000 Legal Services	17,000.00	0.00	17,000.00	0.00%	0.00
210-5-16-10-330.000 Professional Services	23,560.00	108.00	23,452.00	0.46%	108.00
210-5-16-10-500.000 Training, Conf, Dues	4,630.00	101.00	4,529.00	2.18%	101.00
210-5-16-10-505.000 Tech. Subs., Licenses	600.00	0.00	600.00	0.00%	0.00
210-5-16-10-530.000 Communications	1,080.00	0.00	1,080.00	0.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-16-10-540.000 Advertising	2,600.00	79.04	2,520.96	3.04%	79.04
210-5-16-10-550.000 Printing and Binding	3,000.00	0.00	3,000.00	0.00%	0.00
210-5-16-10-560.000 Postage	2,350.00	0.00	2,350.00	0.00%	0.00
210-5-16-10-580.000 Travel	5,800.00	100.00	5,700.00	1.72%	100.00
210-5-16-10-610.000 General Supplies	3,000.00	106.82	2,893.18	3.56%	106.82
210-5-16-10-810.111 BWAC	10,000.00	325.00	9,675.00	3.25%	325.00
210-5-16-10-899.000 Matching Grant Funds	17,000.00	0.00	17,000.00	0.00%	0.00
Total Community Development	425,610.00	22,698.92	402,911.08	5.33%	22,698.92
210-5-17-10 Economic Development					
Total Economic Development	0.00	0.00	0.00	0.00%	0.00
210-5-18-10 Health & Human Services					
210-5-18-10-800.106 Essex Rescue	207,140.00	0.00	207,140.00	0.00%	0.00
210-5-18-10-800.107 Essex Jct. Cemetery Assoc	20,000.00	20,000.00	0.00	100.00%	20,000.00
210-5-18-10-800.108 Essex Police Dept	3,008,353.00	0.00	3,008,353.00	0.00%	0.00
Total Health & Human Services	3,235,493.00	20,000.00	3,215,493.00	0.62%	20,000.00
210-5-19-10 County & Regional Functio					
210-5-19-10-800.101 CCRPC	19,712.00	19,712.00	0.00	100.00%	19,712.00
210-5-19-10-800.102 GMT	311,638.00	71,148.25	240,489.75	22.83%	71,148.25
210-5-19-10-800.103 County Tax	73,911.00	6,159.25	67,751.75	8.33%	6,159.25
210-5-19-10-800.104 Chamber of Commerce	995.00	0.00	995.00	0.00%	0.00
210-5-19-10-800.105 GBIC	3,750.00	0.00	3,750.00	0.00%	0.00
210-5-19-10-800.109 Winooski Valley Park Dist	33,895.00	0.00	33,895.00	0.00%	0.00
210-5-19-10-800.110 Essex Comm Historical Soc	2,000.00	0.00	2,000.00	0.00%	0.00
Total County & Regional Functio	445,901.00	97,019.50	348,881.50	21.76%	97,019.50
210-5-25-10 Fire					
210-5-25-10-120.000 Part Time Salaries	315,000.00	15,319.44	299,680.56	4.86%	15,319.44
210-5-25-10-210.000 Group Insurance	3,400.00	2,337.50	1,062.50	68.75%	2,337.50
210-5-25-10-220.000 Social Security	24,098.00	1,187.24	22,910.76	4.93%	1,187.24
210-5-25-10-225.000 Act 76 Childcare Tax	1,040.00	51.22	988.78	4.93%	51.22
210-5-25-10-260.000 Workers Comp Insurance	20,000.00	2,979.50	17,020.50	14.90%	2,979.50
210-5-25-10-290.000 Other Employee Benefits	1,000.00	216.00	784.00	21.60%	216.00
210-5-25-10-330.000 Professional Services	6,000.00	200.00	5,800.00	3.33%	200.00
210-5-25-10-430.000 R&M Vehicles & Equipment	25,000.00	0.00	25,000.00	0.00%	0.00
210-5-25-10-500.000 Training, Conf, Dues	7,000.00	0.00	7,000.00	0.00%	0.00
210-5-25-10-505.000 Tech. Subs, Licenses	8,000.00	0.00	8,000.00	0.00%	0.00
210-5-25-10-530.000 Communications	4,500.00	0.00	4,500.00	0.00%	0.00
210-5-25-10-570.000 Other Purchased Services	11,000.00	98.40	10,901.60	0.89%	98.40
210-5-25-10-610.000 General Supplies	4,000.00	147.00	3,853.00	3.68%	147.00
210-5-25-10-611.000 Small Tools and Equipment	45,000.00	0.00	45,000.00	0.00%	0.00
210-5-25-10-612.000 Uniforms	32,000.00	0.00	32,000.00	0.00%	0.00
210-5-25-10-613.000 Program Supplies	7,500.00	0.00	7,500.00	0.00%	0.00
210-5-25-10-626.000 Gasoline	6,500.00	0.00	6,500.00	0.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-25-10-750.000 Machinery & Equipment	22,000.00	0.00	22,000.00	0.00%	0.00
Total Fire	543,038.00	22,536.30	520,501.70	4.15%	22,536.30
210-5-30-10 EJRP Administration					
210-5-30-10-110.000 Regular Salaries	436,934.00	17,275.34	419,658.66	3.95%	17,275.34
210-5-30-10-210.000 Group Insurance	217,195.00	33,268.25	183,926.75	15.32%	33,268.25
210-5-30-10-220.000 Social Security	33,731.00	1,296.25	32,434.75	3.84%	1,296.25
210-5-30-10-225.000 Act 76 Childcare Tax	1,455.00	50.12	1,404.88	3.44%	50.12
210-5-30-10-230.000 Retirement	33,819.00	1,436.87	32,382.13	4.25%	1,436.87
210-5-30-10-290.000 Other Employee Benefits	2,400.00	0.00	2,400.00	0.00%	0.00
210-5-30-10-330.000 Professional Services	11,764.00	424.00	11,340.00	3.60%	424.00
210-5-30-10-442.000 Rental Vehicles/Equip	1,776.00	149.40	1,626.60	8.41%	149.40
210-5-30-10-500.000 Training, Conf, Dues	2,873.00	0.00	2,873.00	0.00%	0.00
210-5-30-10-530.000 Communications	2,160.00	180.00	1,980.00	8.33%	180.00
210-5-30-10-561.000 CC Processing Fees	200.00	0.00	200.00	0.00%	0.00
210-5-30-10-610.000 General Supplies	15,000.00	671.99	14,328.01	4.48%	671.99
210-5-30-10-832.000 Scholarships	4,000.00	0.00	4,000.00	0.00%	0.00
210-5-30-10-850.000 Community Events & Celebr	0.00	10,000.00	-10,000.00	100.00%	10,000.00
210-5-30-10-910.000 Transfer to Other Funds	17,500.00	0.00	17,500.00	0.00%	0.00
Total EJRP Administration	780,807.00	64,752.22	716,054.78	8.29%	64,752.22
210-5-30-12 EJRP Parks and Facilities					
210-5-30-12-110.000 Regular Salaries	129,489.00	5,184.46	124,304.54	4.00%	5,184.46
210-5-30-12-120.000 Part Time Salaries	66,335.00	5,916.66	60,418.34	8.92%	5,916.66
210-5-30-12-210.000 Group Insurance	64,535.00	8,764.27	55,770.73	13.58%	8,764.27
210-5-30-12-220.000 Social Security	15,082.00	841.90	14,240.10	5.58%	841.90
210-5-30-12-225.000 Act 76 Childcare Tax	651.00	34.37	616.63	5.28%	34.37
210-5-30-12-230.000 Retirement	12,484.00	477.46	12,006.54	3.82%	477.46
210-5-30-12-290.000 Other Employee Benefits	800.00	0.00	800.00	0.00%	0.00
210-5-30-12-330.000 Professional Services	16,049.00	330.00	15,719.00	2.06%	330.00
210-5-30-12-431.000 R&M Buildings & Grounds	11,577.00	0.00	11,577.00	0.00%	0.00
210-5-30-12-441.000 Rental Land/Buildings	500.00	0.00	500.00	0.00%	0.00
210-5-30-12-442.000 Rental Vehicles/Equip	2,207.00	0.00	2,207.00	0.00%	0.00
210-5-30-12-500.000 Training, Conf, Dues	2,000.00	0.00	2,000.00	0.00%	0.00
210-5-30-12-530.000 Communications	1,080.00	90.00	990.00	8.33%	90.00
210-5-30-12-610.000 General Supplies	27,681.00	711.77	26,969.23	2.57%	711.77
210-5-30-12-626.000 Gasoline	4,500.00	0.00	4,500.00	0.00%	0.00
Total EJRP Parks and Facilities	354,970.00	22,350.89	332,619.11	6.30%	22,350.89
210-5-30-13 Adult Programs					
210-5-30-13-530.000 Communications	0.00	26.66	-26.66	100.00%	26.66
Total Adult Programs	0.00	26.66	-26.66	100.00%	26.66
210-5-35-10 Brownell Library					
210-5-35-10-110.000 Regular Salaries	475,410.00	18,092.90	457,317.10	3.81%	18,092.90
210-5-35-10-120.000 Part Time Salaries	146,132.00	5,110.01	141,021.99	3.50%	5,110.01

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-35-10-190.000 Board Member Payments	2,200.00	0.00	2,200.00	0.00%	0.00
210-5-35-10-210.000 Group Insurance	188,643.00	25,037.56	163,605.44	13.27%	25,037.56
210-5-35-10-220.000 Social Security	47,904.00	1,756.28	46,147.72	3.67%	1,756.28
210-5-35-10-225.000 Act 76 Childcare Tax	2,066.00	71.84	1,994.16	3.48%	71.84
210-5-35-10-230.000 Retirement	44,755.00	1,693.55	43,061.45	3.78%	1,693.55
210-5-35-10-290.000 Other Employee Benefits	2,800.00	0.00	2,800.00	0.00%	0.00
210-5-35-10-340.000 Technical Services	3,000.00	1,060.00	1,940.00	35.33%	1,060.00
210-5-35-10-442.000 Rental Vehicles/Equip	3,936.00	328.00	3,608.00	8.33%	328.00
210-5-35-10-500.000 Training, Conf, Dues	6,000.00	0.00	6,000.00	0.00%	0.00
210-5-35-10-505.000 Tech. Subs, Licenses	14,797.00	3,298.89	11,498.11	22.29%	3,298.89
210-5-35-10-530.000 Communications	2,160.00	180.00	1,980.00	8.33%	180.00
210-5-35-10-540.000 Advertising	700.00	0.00	700.00	0.00%	0.00
210-5-35-10-560.000 Postage	3,000.00	0.00	3,000.00	0.00%	0.00
210-5-35-10-610.000 General Supplies	11,200.00	274.87	10,925.13	2.45%	274.87
210-5-35-10-640.201 Adult Collection	46,000.00	5,029.55	40,970.45	10.93%	5,029.55
210-5-35-10-640.202 Juvenile Collection	25,500.00	5,376.17	20,123.83	21.08%	5,376.17
210-5-35-10-735.000 Tech: Equip/Hardware	7,000.00	20.47	6,979.53	0.29%	20.47
210-5-35-10-755.000 Furniture & Fixtures	7,000.00	0.00	7,000.00	0.00%	0.00
210-5-35-10-840.201 Adult Programs	2,000.00	0.00	2,000.00	0.00%	0.00
210-5-35-10-840.202 Childrens Programs	4,500.00	858.75	3,641.25	19.08%	858.75
210-5-35-10-845.000 Employee/Volunteer Recogn	1,000.00	0.00	1,000.00	0.00%	0.00
Total Brownell Library	1,047,703.00	68,188.84	979,514.16	6.51%	68,188.84
210-5-40-12 Highways					
210-5-40-12-110.000 Regular Salaries	218,526.00	7,557.18	210,968.82	3.46%	7,557.18
210-5-40-12-120.000 Part Time Salaries	33,920.00	2,135.40	31,784.60	6.30%	2,135.40
210-5-40-12-130.000 Overtime	21,342.00	325.00	21,017.00	1.52%	325.00
210-5-40-12-190.000 Board Member Payments	3,000.00	0.00	3,000.00	0.00%	0.00
210-5-40-12-210.000 Group Insurance	124,748.00	8,675.94	116,072.06	6.95%	8,675.94
210-5-40-12-220.000 Social Security	21,341.00	757.10	20,583.90	3.55%	757.10
210-5-40-12-225.000 Act 76 Childcare Tax	921.00	35.85	885.15	3.89%	35.85
210-5-40-12-230.000 Retirement	21,732.00	926.98	20,805.02	4.27%	926.98
210-5-40-12-250.000 Unemployment Insurance	204.00	113.74	90.26	55.75%	113.74
210-5-40-12-260.000 Workers Comp Insurance	15,663.00	4,425.96	11,237.04	28.26%	4,425.96
210-5-40-12-290.000 Other Employee Benefits	1,600.00	0.00	1,600.00	0.00%	0.00
210-5-40-12-330.000 Professional Services	20,000.00	0.00	20,000.00	0.00%	0.00
210-5-40-12-410.000 Water and Sewer Charges	3,800.00	0.00	3,800.00	0.00%	0.00
210-5-40-12-422.000 Snow Removal	25,000.00	0.00	25,000.00	0.00%	0.00
210-5-40-12-425.000 Trash Removal	9,500.00	0.00	9,500.00	0.00%	0.00
210-5-40-12-430.000 R&M Vehicles & Equipment	120,000.00	5,421.23	114,578.77	4.52%	5,421.23
210-5-40-12-431.000 R&M Buildings & Grounds	10,000.00	0.00	10,000.00	0.00%	0.00
210-5-40-12-441.000 Rental Land/Buildings	13,000.00	0.00	13,000.00	0.00%	0.00
210-5-40-12-442.000 Rental Vehicles/Equip	3,000.00	70.40	2,929.60	2.35%	70.40
210-5-40-12-451.000 Summer Construction Servi	310,000.00	0.00	310,000.00	0.00%	0.00
210-5-40-12-500.000 Training, Conf, Dues	3,500.00	0.00	3,500.00	0.00%	0.00
210-5-40-12-505.000 Tech. Subs, Licenses	0.00	10,072.37	-10,072.37	100.00%	10,072.37
210-5-40-12-520.000 PACIF Insurance	17,264.00	4,183.22	13,080.78	24.23%	4,183.22
210-5-40-12-521.000 Insurance Deductibles	1,000.00	0.00	1,000.00	0.00%	0.00
210-5-40-12-530.000 Communications	5,340.00	206.32	5,133.68	3.86%	206.32

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-40-12-540.000 Advertising	500.00	0.00	500.00	0.00%	0.00
210-5-40-12-571.000 Streetscape Maintenance	25,000.00	0.00	25,000.00	0.00%	0.00
210-5-40-12-572.000 Traffic Control	35,000.00	4,117.17	30,882.83	11.76%	4,117.17
210-5-40-12-573.000 Sidewalk and Curb Maint	6,000.00	0.00	6,000.00	0.00%	0.00
210-5-40-12-600.000 Salt, Sand and Gravel	165,000.00	0.00	165,000.00	0.00%	0.00
210-5-40-12-605.000 Summer Construction Suppl	45,000.00	3,519.24	41,480.76	7.82%	3,519.24
210-5-40-12-609.000 Safety Supplies	3,000.00	0.00	3,000.00	0.00%	0.00
210-5-40-12-610.000 General Supplies	35,000.00	1,745.05	33,254.95	4.99%	1,745.05
210-5-40-12-610.200 Streetlight Supplies	20,000.00	2,512.00	17,488.00	12.56%	2,512.00
210-5-40-12-612.000 Uniforms	3,400.00	129.00	3,271.00	3.79%	129.00
210-5-40-12-621.000 Natural Gas/Heating	4,200.00	0.00	4,200.00	0.00%	0.00
210-5-40-12-622.000 Electricity	25,000.00	0.00	25,000.00	0.00%	0.00
210-5-40-12-622.200 Streetlight Electricity	142,000.00	0.00	142,000.00	0.00%	0.00
210-5-40-12-626.000 Gasoline	50,000.00	0.00	50,000.00	0.00%	0.00
210-5-40-12-750.000 Machinery & Equipment	10,000.00	0.00	10,000.00	0.00%	0.00
210-5-40-12-810.112 Tree Advisory Committee	10,000.00	0.00	10,000.00	0.00%	0.00
Total Highways	1,583,501.00	56,929.15	1,526,571.85	3.60%	56,929.15
210-5-40-13 Stormwater					
210-5-40-13-120.000 Part Time Salaries	0.00	2,368.00	-2,368.00	100.00%	2,368.00
210-5-40-13-220.000 Social Security	0.00	181.16	-181.16	100.00%	181.16
210-5-40-13-225.000 Act 76 Childcare Tax	0.00	7.82	-7.82	100.00%	7.82
Total Stormwater	0.00	2,556.98	-2,556.98	100.00%	2,556.98
210-5-41 Buildings					
210-5-41-20 2 Lincoln Street					
210-5-41-20-400.000 Contracted Services	6,000.00	0.00	6,000.00	0.00%	0.00
210-5-41-20-410.000 Water and Sewer Charges	1,700.00	0.00	1,700.00	0.00%	0.00
210-5-41-20-420.000 Cleaning Services	18,000.00	0.00	18,000.00	0.00%	0.00
210-5-41-20-425.000 Trash Removal	4,000.00	0.00	4,000.00	0.00%	0.00
210-5-41-20-431.000 R&M Buildings & Grounds	8,000.00	349.02	7,650.98	4.36%	349.02
210-5-41-20-530.000 Communications	7,000.00	710.31	6,289.69	10.15%	710.31
210-5-41-20-610.000 General Supplies	3,500.00	45.57	3,454.43	1.30%	45.57
210-5-41-20-621.000 Natural Gas/Heating	6,000.00	0.00	6,000.00	0.00%	0.00
210-5-41-20-622.000 Electricity	9,000.00	0.00	9,000.00	0.00%	0.00
210-5-41-20-755.000 Furniture and Fixtures	500.00	0.00	500.00	0.00%	0.00
Total 2 Lincoln Street	63,700.00	1,104.90	62,595.10	1.73%	1,104.90
210-5-41-21 Brownell Library					
210-5-41-21-400.000 Contracted Services	6,350.00	789.00	5,561.00	12.43%	789.00
210-5-41-21-410.000 Water and Sewer Charges	650.00	228.65	421.35	35.18%	228.65
210-5-41-21-420.000 Cleaning Services	42,000.00	0.00	42,000.00	0.00%	0.00
210-5-41-21-431.000 R&M Buildings & Grounds	21,650.00	0.00	21,650.00	0.00%	0.00
210-5-41-21-530.000 Communications	4,470.00	0.00	4,470.00	0.00%	0.00
210-5-41-21-610.000 General Supplies	1,500.00	347.46	1,152.54	23.16%	347.46
210-5-41-21-621.000 Natural Gas/Heating	7,200.00	0.00	7,200.00	0.00%	0.00
210-5-41-21-622.000 Electricity	16,800.00	0.00	16,800.00	0.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total Brownell Library	100,620.00	1,365.11	99,254.89	1.36%	1,365.11
210-5-41-22 Fire Station					
210-5-41-22-400.000 Contracted Services	850.00	0.00	850.00	0.00%	0.00
210-5-41-22-410.000 Water and Sewer Charges	600.00	0.00	600.00	0.00%	0.00
210-5-41-22-420.000 Cleaning Services	250.00	0.00	250.00	0.00%	0.00
210-5-41-22-431.000 R&M Buildings & Grounds	8,500.00	0.00	8,500.00	0.00%	0.00
210-5-41-22-530.000 Communications	2,000.00	76.91	1,923.09	3.85%	76.91
210-5-41-22-610.000 General Supplies	1,500.00	0.00	1,500.00	0.00%	0.00
210-5-41-22-621.000 Natural Gas/Heating	5,000.00	0.00	5,000.00	0.00%	0.00
210-5-41-22-622.000 Electricity	8,250.00	0.00	8,250.00	0.00%	0.00
Total Fire Station	26,950.00	76.91	26,873.09	0.29%	76.91
210-5-41-23 Park Street School					
210-5-41-23-400.000 Contracted Services	2,000.00	1,050.00	950.00	52.50%	1,050.00
210-5-41-23-410.000 Water and Sewer Charges	1,500.00	0.00	1,500.00	0.00%	0.00
210-5-41-23-431.000 R&M Buildings & Grounds	15,000.00	0.00	15,000.00	0.00%	0.00
210-5-41-23-530.000 Communications	2,500.00	194.98	2,305.02	7.80%	194.98
210-5-41-23-621.000 Natural Gas/Heating	3,900.00	0.00	3,900.00	0.00%	0.00
210-5-41-23-622.000 Electricity	5,900.00	0.00	5,900.00	0.00%	0.00
Total Park Street School	30,800.00	1,244.98	29,555.02	4.04%	1,244.98
210-5-41-26 Maple St. Park and Pool					
210-5-41-26-400.000 Contracted Services	6,500.00	0.00	6,500.00	0.00%	0.00
210-5-41-26-410.000 Water and Sewer Charges	8,750.00	0.00	8,750.00	0.00%	0.00
210-5-41-26-420.000 Cleaning Services	35,000.00	0.00	35,000.00	0.00%	0.00
210-5-41-26-425.000 Trash Removal	4,900.00	0.00	4,900.00	0.00%	0.00
210-5-41-26-530.000 Communications	4,000.00	282.96	3,717.04	7.07%	282.96
210-5-41-26-610.000 General Supplies	6,500.00	0.00	6,500.00	0.00%	0.00
210-5-41-26-621.000 Natural Gas/Heating	7,000.00	0.00	7,000.00	0.00%	0.00
210-5-41-26-622.000 Electricity	38,000.00	0.00	38,000.00	0.00%	0.00
210-5-41-26-920.000 Transfer btwn Funds (Capi	30,000.00	0.00	30,000.00	0.00%	0.00
Total Maple St. Park and Pool	140,650.00	282.96	140,367.04	0.20%	282.96
Total Buildings	362,720.00	4,074.86	358,645.14	1.12%	4,074.86
210-5-90-00 Transfers and Misc.					
210-5-90-00-640.201 Adult Collection replacem	0.00	11.59	-11.59	100.00%	11.59
210-5-90-00-910.000 Transfer btwn Funds	7,811.00	0.00	7,811.00	0.00%	0.00
210-5-90-00-920.000 Transfer btwn funds (capi	1,107,959.00	276,989.75	830,969.25	25.00%	276,989.75
210-5-90-00-922.000 Contribution to FB/Reserv	5,000.00	0.00	5,000.00	0.00%	0.00
210-5-90-00-922.001 General Reserves	110,000.00	0.00	110,000.00	0.00%	0.00
210-5-90-00-991.000 Library Donation Expense	0.00	492.10	-492.10	100.00%	492.10
Total Transfers and Misc.	1,230,770.00	277,493.44	953,276.56	22.55%	277,493.44

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
210-5-95-00 Debt Service				
210-5-95-00-900.000 Transfer Between Town/Cit	188,738.00	0.00	188,738.00 0.00%	0.00
210-5-95-00-950.903 Capital Imp Principal	135,135.00	0.00	135,135.00 0.00%	0.00
210-5-95-00-955.903 Capital Imp Interest	52,070.00	0.00	52,070.00 0.00%	0.00
Total Debt Service	375,943.00	0.00	375,943.00 0.00%	0.00
Total Expenditures	12,419,239.00	828,765.17	11,590,473.83 6.67%	828,765.17
Total GENERAL FUND	2.00	-381,228.41	381,226.41	-381,228.41
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08/07/25

City of Essex Junction General Ledger
 Current Yr Pd: 1 Year Budget Status Report
 ECONOMIC DEVELOPMENT FUND

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jmorris

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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220-4-00-00-010.000 Property Taxes	112,000.00	0.00	112,000.00	0.00%	0.00
Total Revenues	112,000.00	0.00	112,000.00	0.00%	0.00
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220-5-00-00-890.836 Train Station	450,000.00	0.00	450,000.00	0.00%	0.00
220-5-00-00-899.000 Matching Grant Funds	450,000.00	0.00	450,000.00	0.00%	0.00
Total Expenditures	900,000.00	0.00	900,000.00	0.00%	0.00
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Total ECONOMIC DEVELOPMENT FUND	-788,000.00	0.00	788,000.00	0.00%	0.00
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City of Essex Junction General Ledger
Current Yr Pd: 1 Year Budget Status Report
MEMORIAL PARK FUND

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jmorris

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	

Total Revenues	0.00	0.00	0.00	0.00%	0.00

Total Expenditures	0.00	0.00	0.00	0.00%	0.00

Total MEMORIAL PARK FUND	0.00	0.00	0.00	0.00%	0.00
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City of Essex Junction General Ledger
Current Yr Pd: 1 Year Budget Status Report
ARPA FUNDS

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jmorris

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date

Total Revenues	0.00	0.00	0.00	0.00%	0.00

Total Expenditures	0.00	0.00	0.00	0.00%	0.00

Total ARPA FUNDS	0.00	0.00	0.00	0.00%	0.00
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City of Essex Junction General Ledger
 Current Yr Pd: 1 Year Budget Status Report
 LOCAL OPTION TAX

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jmorris

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
224-4-00-00-015.000 LOT Revenue	900,000.00	0.00	900,000.00	0.00%	0.00
Total Revenues	900,000.00	0.00	900,000.00	0.00%	0.00
224-5-00-00-330.000 Professional Services	0.00	6,500.00	-6,500.00	100.00%	6,500.00
224-5-00-00-920.000 Transfer to Capital	800,000.00	200,000.00	600,000.00	25.00%	200,000.00
224-5-40-12-573.000 Sidewalk Improve/Repairs	225,000.00	0.00	225,000.00	0.00%	0.00
Total Expenditures	1,025,000.00	206,500.00	818,500.00	20.15%	206,500.00
Total LOCAL OPTION TAX	-125,000.00	-206,500.00	331,500.00	165.20%	-206,500.00

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
230-4-00-00 Revenue				
230-4-00-00-055.000 Contributions/Assessments	16,236.00	0.00	16,236.00 0.00%	0.00
230-4-00-00-092.000 Transfer to Capital	1,443,218.00	360,804.50	1,082,413.50 25.00%	360,804.50
Total Revenue	1,459,454.00	360,804.50	1,098,649.50 24.72%	360,804.50
Total Revenues	1,459,454.00	360,804.50	1,098,649.50 24.72%	360,804.50
230-5-40-13-720.003 SW & Road West St to Susi				
	1,218,188.00	0.00	1,218,188.00 0.00%	0.00
Total Expenditures	1,218,188.00	0.00	1,218,188.00 0.00%	0.00
Total GEN FUND CAP RESERVE	241,266.00	360,804.50	-602,070.50 149.55%	360,804.50

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 Current Yr Pd: 1 Year Budget Status Report
 ROLLING STOCK FUND

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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
231-4-00-00-092.000 Transfer to Capital	300,638.00	75,159.50	225,478.50	25.00%	75,159.50
Total Revenues	300,638.00	75,159.50	225,478.50	25.00%	75,159.50
231-5-25-10-751.007 Fire Command Vehicle	70,000.00	0.00	70,000.00	0.00%	0.00
231-5-40-12-751.001 Dump Truck #34	275,000.00	0.00	275,000.00	0.00%	0.00
Total Expenditures	345,000.00	0.00	345,000.00	0.00%	0.00
Total ROLLING STOCK FUND	-44,362.00	75,159.50	-30,797.50	-169.42%	75,159.50

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
232-4-00-00-092.000 Transfer to Capital	50,000.00	12,500.00	37,500.00	25.00%	12,500.00
232-4-00-00-098.000 Misc Revenue	0.00	1,000.00	-1,000.00	100.00%	1,000.00
Total Revenues	50,000.00	13,500.00	36,500.00	27.00%	13,500.00
232-5-41-21-730.001 Roof	0.00	340.00	-340.00	100.00%	340.00
Total Expenditures	0.00	340.00	-340.00	100.00%	340.00
Total BUILDING MAINT FUND	50,000.00	13,160.00	-63,160.00	26.32%	13,160.00

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City of Essex Junction General Ledger
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 EJRP CAP RESERVE

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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
233-4-00-00-092.000 Transfer to Capital	114,103.00	28,525.75	85,577.25	25.00%	28,525.75
Total Revenues	114,103.00	28,525.75	85,577.25	25.00%	28,525.75
233-5-00-00-730.002 Buildings & Facilities	55,000.00	0.00	55,000.00	0.00%	0.00
233-5-00-00-740.001 Landscaping	12,000.00	0.00	12,000.00	0.00%	0.00
233-5-00-00-740.002 Resurfacing	22,254.00	0.00	22,254.00	0.00%	0.00
233-5-00-00-750.001 Maintenance Equipment	24,849.00	0.00	24,849.00	0.00%	0.00
Total Expenditures	114,103.00	0.00	114,103.00	0.00%	0.00
Total EJRP CAP RESERVE	0.00	28,525.75	-28,525.75	-100.00%	28,525.75

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City of Essex Junction General Ledger
Current Yr Pd: 1 Year Budget Status Report
LAND ACQUISITION FUND

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Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date

Total Revenues	0.00	0.00	0.00	0.00%	0.00

Total LAND ACQUISITION FUND	0.00	0.00	0.00	0.00%	0.00
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WATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
254-4-54-20 Water Revenues					
254-4-54-20-021.000 Water User Fees	1,746,995.00	-44,589.76	1,791,584.76	-2.55%	-44,589.76
254-4-54-20-021.001 Water Large User Fees	206,773.00	0.00	206,773.00	0.00%	0.00
254-4-54-20-024.000 Utility Connection Fees	3,000.00	550.00	2,450.00	18.33%	550.00
254-4-54-20-060.000 Interest Income	1,000.00	0.00	1,000.00	0.00%	0.00
254-4-54-20-085.000 Penalties	5,000.00	2,412.12	2,587.88	48.24%	2,412.12
254-4-54-20-098.000 Misc Revenue	150.00	0.00	150.00	0.00%	0.00
Total Water Revenues	1,962,918.00	-41,627.64	2,004,545.64	-2.12%	-41,627.64
254-4-54-70 Nonoperating Revenues					
254-4-54-70-092.000 Transfer to Capital	560,000.00	140,000.00	420,000.00	25.00%	140,000.00
Total Nonoperating Revenues	560,000.00	140,000.00	420,000.00	25.00%	140,000.00
Total Revenues	2,522,918.00	98,372.36	2,424,545.64	3.90%	98,372.36

254-5-54-20 Operating Expenses

254-5-54-20-110.000 Regular Salaries	188,406.00	5,891.93	182,514.07	3.13%	5,891.93
254-5-54-20-130.000 Overtime	24,069.00	791.66	23,277.34	3.29%	791.66
254-5-54-20-210.000 Group Insurance	105,600.00	16,307.94	89,292.06	15.44%	16,307.94
254-5-54-20-220.000 Social Security	16,476.00	501.42	15,974.58	3.04%	501.42
254-5-54-20-225.000 Act 76 Childcare Tax	711.00	14.36	696.64	2.02%	14.36
254-5-54-20-230.000 Retirement	19,806.00	498.70	19,307.30	2.52%	498.70
254-5-54-20-250.000 Unemployment Insurance	180.00	52.66	127.34	29.26%	52.66
254-5-54-20-260.000 Workers Comp Insurance	7,913.00	1,126.26	6,786.74	14.23%	1,126.26
254-5-54-20-290.000 Other Employee Benefits	800.00	0.00	800.00	0.00%	0.00
254-5-54-20-330.000 Professional Services	3,121.00	0.00	3,121.00	0.00%	0.00
254-5-54-20-335.000 Audit	6,706.00	0.00	6,706.00	0.00%	0.00
254-5-54-20-410.000 Water and Sewer Charges	200.00	0.00	200.00	0.00%	0.00
254-5-54-20-411.000 CWD Water Purchase	738,826.00	0.00	738,826.00	0.00%	0.00
254-5-54-20-430.000 R&M Vehicles & Equipment	7,000.00	59.16	6,940.84	0.85%	59.16
254-5-54-20-431.000 R&M Buildings & Grounds	1,000.00	0.00	1,000.00	0.00%	0.00
254-5-54-20-433.000 R&M Infrastructure	25,000.00	0.00	25,000.00	0.00%	0.00
254-5-54-20-441.000 Rental Land/Buildings	150.00	0.00	150.00	0.00%	0.00
254-5-54-20-491.000 Administrative Fees	199,500.00	49,875.00	149,625.00	25.00%	49,875.00
254-5-54-20-500.000 Training, Conf, Dues	2,500.00	0.00	2,500.00	0.00%	0.00
254-5-54-20-505.000 Tech. Subs, Licenses	2,609.00	36.99	2,572.01	1.42%	36.99
254-5-54-20-520.000 PACIF Insurance	7,216.00	1,626.16	5,589.84	22.54%	1,626.16
254-5-54-20-521.000 Insurance Deductibles	1,000.00	0.00	1,000.00	0.00%	0.00
254-5-54-20-530.000 Communications	3,580.00	45.00	3,535.00	1.26%	45.00
254-5-54-20-550.000 Printing and Binding	2,500.00	0.00	2,500.00	0.00%	0.00
254-5-54-20-560.000 Postage	3,800.00	0.00	3,800.00	0.00%	0.00
254-5-54-20-609.000 Safety Supplies	3,000.00	0.00	3,000.00	0.00%	0.00
254-5-54-20-610.000 General Supplies	7,000.00	76.03	6,923.97	1.09%	76.03
254-5-54-20-612.000 Uniforms	1,350.00	33.25	1,316.75	2.46%	33.25
254-5-54-20-614.000 Meters and Parts	6,000.00	0.00	6,000.00	0.00%	0.00
254-5-54-20-621.000 Natural Gas/Heating	3,500.00	0.00	3,500.00	0.00%	0.00
254-5-54-20-622.000 Electricity	1,400.00	0.00	1,400.00	0.00%	0.00

WATER FUND

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
254-5-54-20-626.000 Gasoline	3,000.00	0.00	3,000.00 0.00%	0.00
254-5-54-20-735.000 Tech: Equip/Hardware	2,000.00	0.00	2,000.00 0.00%	0.00
254-5-54-20-750.000 Machinery & Equipment	7,000.00	0.00	7,000.00 0.00%	0.00
254-5-54-20-920.000 Transfer btwn funds (capi	560,000.00	140,000.00	420,000.00 25.00%	140,000.00
Total Operating Expenses	1,962,919.00	216,936.52	1,745,982.48 11.05%	216,936.52
254-5-54-70 NonOperating Expenses				
254-5-54-70-723.007 SW & Road West St to Susi	14,223.00	0.00	14,223.00 0.00%	0.00
254-5-54-70-723.008 Waterline 235 Pearl to Su	528,354.00	0.00	528,354.00 0.00%	0.00
254-5-54-70-750.001 Meter Replacement Program	10,584.00	623.52	9,960.48 5.89%	623.52
254-5-54-70-750.002 New/Replacement Valves	50,000.00	0.00	50,000.00 0.00%	0.00
Total NonOperating Expenses	603,161.00	623.52	602,537.48 0.10%	623.52
Total Expenditures	2,566,080.00	217,560.04	2,348,519.96 8.48%	217,560.04
Total WATER FUND	-43,162.00	-119,187.68	162,349.68 276.14%	-119,187.68

Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
255-4-55-30 Operating Revenue				
255-4-55-30-022.000 Sewer User Fees	1,243,935.00	-22,000.00	1,265,935.00 -1.77%	-22,000.00
255-4-55-30-022.001 City: Septage Discharg	55,000.00	38,060.23	16,939.77 69.20%	38,060.23
255-4-55-30-022.002 City: Leachate Revenue	1,000.00	187.26	812.74 18.73%	187.26
255-4-55-30-025.001 Tri-Town: WWTF Charge - E	824,018.00	206,004.50	618,013.50 25.00%	206,004.50
255-4-55-30-025.002 Tri-Town: WWTF Charge - W	1,009,743.00	252,435.75	757,307.25 25.00%	252,435.75
255-4-55-30-025.003 Tri-Town: Septage	25,000.00	0.00	25,000.00 0.00%	0.00
255-4-55-30-025.004 Tri-Town: Leachate	100.00	0.00	100.00 0.00%	0.00
255-4-55-30-025.005 Tri-Town: Pump Station In	37,044.00	9,000.00	28,044.00 24.30%	9,000.00
255-4-55-30-085.000 Penalties	3,500.00	1,597.63	1,902.37 45.65%	1,597.63
Total Operating Revenue	3,199,340.00	485,285.37	2,714,054.63 15.17%	485,285.37
255-4-55-70 Nonoperating Revenues				
255-4-55-70-092.000 Transfer to Capital	480,000.00	120,000.00	360,000.00 25.00%	120,000.00
Total Nonoperating Revenues	480,000.00	120,000.00	360,000.00 25.00%	120,000.00
Total Revenues	3,679,340.00	605,285.37	3,074,054.63 16.45%	605,285.37

255-5-55-30 Operating Expenses				
255-5-55-30-110.000 Regular Salaries	530,187.00	19,647.81	510,539.19 3.71%	19,647.81
255-5-55-30-120.000 Part Time Salaries	8,880.00	592.00	8,288.00 6.67%	592.00
255-5-55-30-130.000 Overtime	49,944.00	2,311.86	47,632.14 4.63%	2,311.86
255-5-55-30-210.000 Group Insurance	176,434.00	15,880.40	160,553.60 9.00%	15,880.40
255-5-55-30-220.000 Social Security	47,742.00	1,847.74	45,894.26 3.87%	1,847.74
255-5-55-30-225.000 Act 76 Childcare Tax	2,059.00	72.77	1,986.23 3.53%	72.77
255-5-55-30-230.000 Retirement	52,849.00	2,183.46	50,665.54 4.13%	2,183.46
255-5-55-30-250.000 Unemployment Insurance	534.00	192.32	341.68 36.01%	192.32
255-5-55-30-260.000 Workers Comp Insurance	25,152.00	3,649.02	21,502.98 14.51%	3,649.02
255-5-55-30-290.000 Other Employee Benefits	3,600.00	0.00	3,600.00 0.00%	0.00
255-5-55-30-320.000 Legal Services	3,000.00	0.00	3,000.00 0.00%	0.00
255-5-55-30-330.000 Professional Services	7,000.00	0.00	7,000.00 0.00%	0.00
255-5-55-30-335.000 Audit	6,353.00	0.00	6,353.00 0.00%	0.00
255-5-55-30-340.000 Technical Services	15,750.00	959.10	14,790.90 6.09%	959.10
255-5-55-30-410.000 Water and Sewer Charges	3,605.00	0.00	3,605.00 0.00%	0.00
255-5-55-30-415.000 Stormwater Charges	4,088.00	0.00	4,088.00 0.00%	0.00
255-5-55-30-421.000 Grit Disposal	18,000.00	0.00	18,000.00 0.00%	0.00
255-5-55-30-430.000 R&M Vehicles & Equipment	1,500.00	0.00	1,500.00 0.00%	0.00
255-5-55-30-431.000 R&M Buildings	45,702.00	176.34	45,525.66 0.39%	176.34
255-5-55-30-435.000 COGEN	35,000.00	8.16	34,991.84 0.02%	8.16
255-5-55-30-442.000 Rental Vehicles/Equip	3,400.00	158.45	3,241.55 4.66%	158.45
255-5-55-30-491.000 Administrative Fees	99,750.00	24,937.50	74,812.50 25.00%	24,937.50
255-5-55-30-500.000 Training, Conf, Dues	8,800.00	0.00	8,800.00 0.00%	0.00
255-5-55-30-505.000 Tech. Subs, Licenses	11,783.00	147.96	11,635.04 1.26%	147.96
255-5-55-30-510.000 Permits, Licenses, Reg	12,105.00	1,997.00	10,108.00 16.50%	1,997.00
255-5-55-30-520.000 PACIF Insurance	42,427.00	9,773.05	32,653.95 23.03%	9,773.05
255-5-55-30-530.000 Communications	17,500.00	619.78	16,880.22 3.54%	619.78
255-5-55-30-540.000 Advertising	1,350.00	0.00	1,350.00 0.00%	0.00

WASTEWATER FUND

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
255-5-55-30-567.000 Biosolids Land Applicatio	235,000.00	0.00	235,000.00	0.00%	0.00
255-5-55-30-568.000 Biosolids Subcontractor	310,046.00	9,108.00	300,938.00	2.94%	9,108.00
255-5-55-30-570.000 Other Purchased Services	150,000.00	8,774.02	141,225.98	5.85%	8,774.02
255-5-55-30-609.000 Safety Supplies	3,000.00	3,669.31	-669.31	122.31%	3,669.31
255-5-55-30-610.000 General Supplies	8,500.00	760.74	7,739.26	8.95%	760.74
255-5-55-30-611.000 Small Tools & Equipment	5,000.00	570.23	4,429.77	11.40%	570.23
255-5-55-30-612.000 Uniforms	7,050.00	210.00	6,840.00	2.98%	210.00
255-5-55-30-618.000 Laboratory Supplies	28,000.00	0.00	28,000.00	0.00%	0.00
255-5-55-30-619.000 Chemicals	525,000.00	2,428.03	522,571.97	0.46%	2,428.03
255-5-55-30-621.000 Natural Gas/Heating	21,000.00	0.00	21,000.00	0.00%	0.00
255-5-55-30-622.000 Electricity	170,000.00	0.00	170,000.00	0.00%	0.00
255-5-55-30-626.000 Gasoline	2,000.00	0.00	2,000.00	0.00%	0.00
255-5-55-30-735.000 Tech: Equip/Hardware	18,750.00	0.00	18,750.00	0.00%	0.00
255-5-55-30-910.000 Transfer btwn funds (non-	1,500.00	750.00	750.00	50.00%	750.00
255-5-55-30-920.000 Transfer btwn funds (capi	480,000.00	120,000.00	360,000.00	25.00%	120,000.00
Total Operating Expenses	3,199,340.00	231,425.05	2,967,914.95	7.23%	231,425.05
255-5-55-70 Nonoperating Expenses					
255-5-55-70-722.013 Cogen	55,000.00	0.00	55,000.00	0.00%	0.00
255-5-55-70-722.020 Digester Flare/Flame Arre	50,000.00	0.00	50,000.00	0.00%	0.00
255-5-55-70-722.021 Aeration Header Replaceme	25,000.00	0.00	25,000.00	0.00%	0.00
255-5-55-70-722.022 Process Monitoring Upgrad	48,000.00	0.00	48,000.00	0.00%	0.00
255-5-55-70-722.023 Headworks Improvements	40,000.00	0.00	40,000.00	0.00%	0.00
255-5-55-70-722.024 Dewatering VFDs	60,000.00	0.00	60,000.00	0.00%	0.00
255-5-55-70-730.001 Energy Conservation	10,000.00	0.00	10,000.00	0.00%	0.00
255-5-55-70-730.004 Catwalk	20,000.00	0.00	20,000.00	0.00%	0.00
255-5-55-70-730.005 HVAC Upgrades	25,000.00	0.00	25,000.00	0.00%	0.00
255-5-55-70-750.002 IT Upgrades	16,483.00	0.00	16,483.00	0.00%	0.00
Total Nonoperating Expenses	349,483.00	0.00	349,483.00	0.00%	0.00
Total Expenditures	3,548,823.00	231,425.05	3,317,397.95	6.52%	231,425.05
Total WASTEWATER FUND	130,517.00	373,860.32	-504,377.32	286.45%	373,860.32

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
256-4-56-40 Operating Revenues					
256-4-56-40-023.000 Sanitation User Fees	1,006,390.00	-13,000.00	1,019,390.00	-1.29%	-13,000.00
256-4-56-40-023.001 Essex Pump Station Fees	30,365.00	6,324.81	24,040.19	20.83%	6,324.81
256-4-56-40-023.002 Two party agreement	67,022.00	0.00	67,022.00	0.00%	0.00
256-4-56-40-024.000 Utility Connection Fees	30,000.00	0.00	30,000.00	0.00%	0.00
256-4-56-40-060.000 Interest Income	5,000.00	0.00	5,000.00	0.00%	0.00
256-4-56-40-085.000 Penalties	3,000.00	1,308.03	1,691.97	43.60%	1,308.03
Total Operating Revenues	1,141,777.00	-5,367.16	1,147,144.16	-0.47%	-5,367.16
256-4-56-70 Nonoperating Revenues					
256-4-56-70-092.000 Transfer to Capital	222,000.00	55,500.00	166,500.00	25.00%	55,500.00
Total Nonoperating Revenues	222,000.00	55,500.00	166,500.00	25.00%	55,500.00
Total Revenues	1,363,777.00	50,132.84	1,313,644.16	3.68%	50,132.84
256-5-56-40 Operating Expenses					
256-5-56-40-110.000 Regular Salaries	174,975.00	5,763.49	169,211.51	3.29%	5,763.49
256-5-56-40-130.000 Overtime	24,246.00	162.50	24,083.50	0.67%	162.50
256-5-56-40-210.000 Group Insurance	63,587.00	11,660.41	51,926.59	18.34%	11,660.41
256-5-56-40-220.000 Social Security	16,197.00	506.32	15,690.68	3.13%	506.32
256-5-56-40-225.000 Act 76 Childcare Tax	699.00	15.74	683.26	2.25%	15.74
256-5-56-40-230.000 Retirement	19,618.00	547.88	19,070.12	2.79%	547.88
256-5-56-40-250.000 Unemployment Insurance	180.00	40.93	139.07	22.74%	40.93
256-5-56-40-260.000 Workers Comp Insurance	8,419.00	1,106.75	7,312.25	13.15%	1,106.75
256-5-56-40-290.000 Other Employee Benefits	800.00	0.00	800.00	0.00%	0.00
256-5-56-40-330.000 Professional Services	6,242.00	0.00	6,242.00	0.00%	0.00
256-5-56-40-335.000 Audit	3,529.00	0.00	3,529.00	0.00%	0.00
256-5-56-40-340.000 Technical Services	14,500.00	560.00	13,940.00	3.86%	560.00
256-5-56-40-410.000 Water and Sewer Charges	500.00	0.00	500.00	0.00%	0.00
256-5-56-40-430.000 R&M Vehicles & Equipment	2,000.00	0.00	2,000.00	0.00%	0.00
256-5-56-40-431.000 R&M Buildings & Grounds	6,000.00	0.00	6,000.00	0.00%	0.00
256-5-56-40-433.000 R&M Infrastructure	15,000.00	0.00	15,000.00	0.00%	0.00
256-5-56-40-434.000 R&M Pump Stations	22,500.00	2,239.35	20,260.65	9.95%	2,239.35
256-5-56-40-434.001 Susie Wilson PS Costs	14,000.00	0.00	14,000.00	0.00%	0.00
256-5-56-40-434.002 West Street PS Costs	12,000.00	310.85	11,689.15	2.59%	310.85
256-5-56-40-441.000 Rental Land/Buildings	2,048.00	130.00	1,918.00	6.35%	130.00
256-5-56-40-491.000 Administrative Fees	235,500.00	58,875.00	176,625.00	25.00%	58,875.00
256-5-56-40-500.000 Training, Conf, Dues	2,000.00	0.00	2,000.00	0.00%	0.00
256-5-56-40-505.000 Tech. Subs, Licenses	1,726.00	36.99	1,689.01	2.14%	36.99
256-5-56-40-520.000 PACIF Insurance	3,402.00	712.21	2,689.79	20.94%	712.21
256-5-56-40-521.000 Insurance Deductibles	1,000.00	0.00	1,000.00	0.00%	0.00
256-5-56-40-530.000 Communications	1,080.00	90.00	990.00	8.33%	90.00
256-5-56-40-560.000 Postage	6,180.00	0.00	6,180.00	0.00%	0.00
256-5-56-40-609.000 Safety Supplies	3,000.00	0.00	3,000.00	0.00%	0.00
256-5-56-40-610.000 General Supplies	2,500.00	25.15	2,474.85	1.01%	25.15
256-5-56-40-612.000 Uniforms	1,350.00	48.25	1,301.75	3.57%	48.25
256-5-56-40-621.000 Natural Gas/Heating	1,500.00	0.00	1,500.00	0.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
256-5-56-40-622.000 Electricity	16,000.00	0.00	16,000.00	0.00%	0.00
256-5-56-40-626.000 Gasoline	6,000.00	0.00	6,000.00	0.00%	0.00
256-5-56-40-735.000 Tech: Equip/Hardware	3,500.00	0.00	3,500.00	0.00%	0.00
256-5-56-40-750.000 Machinery & Equipment	5,000.00	0.00	5,000.00	0.00%	0.00
256-5-56-40-920.000 Transfer btwn funds (capi	222,000.00	55,500.00	166,500.00	25.00%	55,500.00
Total Operating Expenses	918,778.00	138,331.82	780,446.18	15.06%	138,331.82
256-5-56-70 Nonoperating Expenses					
256-5-56-70-722.001 Manhole Rehab/Sliplining	40,000.00	0.00	40,000.00	0.00%	0.00
256-5-56-70-722.005 Maple/River/West St PS	3,740,650.00	0.00	3,740,650.00	0.00%	0.00
256-5-56-70-722.006 Collection Sys Capacity S	33,129.00	0.00	33,129.00	0.00%	0.00
256-5-56-70-750.001 Meter Replacement Program	21,488.00	1,247.04	20,240.96	5.80%	1,247.04
256-5-56-70-751.006 Vactor Truck	9,500.00	0.00	9,500.00	0.00%	0.00
Total Nonoperating Expenses	3,844,767.00	1,247.04	3,843,519.96	0.03%	1,247.04
Total Expenditures	4,763,545.00	139,578.86	4,623,966.14	2.93%	139,578.86
Total SANITATION FUND	-3,399,768.00	-89,446.02	3,489,214.02	2.63%	-89,446.02
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Account	Budget	Actual	Budget Balance % of Budget	Pd to Date
257-4-57-50-027.000 Stormwater User Fees	323,057.00	0.00	323,057.00 0.00%	0.00
Total Revenues	323,057.00	0.00	323,057.00 0.00%	0.00
257-5-57-50-110.000 Regular Salaries	99,249.00	1,284.60	97,964.40 1.29%	1,284.60
257-5-57-50-120.000 Part Time Salaries	17,760.00	0.00	17,760.00 0.00%	0.00
257-5-57-50-210.000 Group Insurance	42,750.00	1,438.18	41,311.82 3.36%	1,438.18
257-5-57-50-220.000 Social Security	9,048.00	97.04	8,950.96 1.07%	97.04
257-5-57-50-225.000 Act 76 Childcare Tax	390.00	0.00	390.00 0.00%	0.00
257-5-57-50-230.000 Retirement	8,968.00	0.00	8,968.00 0.00%	0.00
257-5-57-50-250.000 Unemployment Insurance	50.00	9.89	40.11 19.78%	9.89
257-5-57-50-260.000 Workers Comp Insurance	6,617.00	746.57	5,870.43 11.28%	746.57
257-5-57-50-290.000 Other Employee Benefits	400.00	0.00	400.00 0.00%	0.00
257-5-57-50-320.000 Legal Services	3,000.00	0.00	3,000.00 0.00%	0.00
257-5-57-50-330.000 Professional Services	20,000.00	0.00	20,000.00 0.00%	0.00
257-5-57-50-451.000 Summer Construction Servi	20,000.00	0.00	20,000.00 0.00%	0.00
257-5-57-50-500.000 Training, Conferences, Du	2,000.00	0.00	2,000.00 0.00%	0.00
257-5-57-50-510.000 Permit/License/Registrati	18,250.00	0.00	18,250.00 0.00%	0.00
257-5-57-50-540.000 Advertising	1,250.00	0.00	1,250.00 0.00%	0.00
257-5-57-50-570.000 Other Purchased Services	5,000.00	0.00	5,000.00 0.00%	0.00
257-5-57-50-575.000 Storm Sewer Maintenance	20,000.00	0.00	20,000.00 0.00%	0.00
257-5-57-50-580.000 Travel	1,500.00	0.00	1,500.00 0.00%	0.00
257-5-57-50-612.000 Uniforms	675.00	0.00	675.00 0.00%	0.00
257-5-57-50-830.000 Regular Programs	900.00	0.00	900.00 0.00%	0.00
257-5-57-50-899.000 Matching Grant Funds	45,250.00	4,071.00	41,179.00 9.00%	4,071.00
Total Expenditures	323,057.00	7,647.28	315,409.72 2.37%	7,647.28
Total STORMWATER FUND	0.00	-7,647.28	7,647.28 -100.00%	-7,647.28

08/07/25

07:15 am

City of Essex Junction General Ledger
Current Yr Pd: 1 Year Budget Status Report
SENIOR CENTER FUND

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jmorris

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	

Total Revenues	0.00	0.00	0.00	0.00%	0.00

Total Expenditures	0.00	0.00	0.00	0.00%	0.00

Total SENIOR CENTER FUND	0.00	0.00	0.00	0.00%	0.00
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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
259-4-30-11-020.304 Pool Day Admissions	74,333.00	9,815.75	64,517.25	13.21%	9,815.75
259-4-30-11-020.305 Pool Memberships	44,988.00	-3,285.00	48,273.00	-7.30%	-3,285.00
259-4-30-11-020.306 Swim Lessons	45,219.00	-320.00	45,539.00	-0.71%	-320.00
259-4-30-12-020.308 Facility & Field Rental	26,440.00	228.75	26,211.25	0.87%	228.75
259-4-30-14-020.311 Youth Programs	399,745.00	-490.00	400,235.00	-0.12%	-490.00
259-4-30-14-020.312 Adult Programs	156,800.00	-350.00	157,150.00	-0.22%	-350.00
259-4-30-14-050.000 Donation Revenue	20,050.00	1,000.00	19,050.00	4.99%	1,000.00
259-4-30-14-091.000 Transfer from Other Funds	17,500.00	0.00	17,500.00	0.00%	0.00
259-4-30-15-020.313 Childcare - AS	1,743,980.00	739.80	1,743,240.20	0.04%	739.80
259-4-30-15-020.315 Shared Staffing Contract	170,573.00	0.00	170,573.00	0.00%	0.00
259-4-30-16-020.313 Childcare - PS	706,353.00	2,641.00	703,712.00	0.37%	2,641.00
259-4-30-17-020.313 Childcare - DC	961,280.00	24,471.50	936,808.50	2.55%	24,471.50
Total Revenues	4,367,261.00	34,451.80	4,332,809.20	0.79%	34,451.80
259-5-30-10 Administration					
259-5-30-10-250.000 Unemployment Insurance	5,231.00	1,188.83	4,042.17	22.73%	1,188.83
259-5-30-10-260.000 Workers Comp Insurance	89,072.00	17,975.11	71,096.89	20.18%	17,975.11
259-5-30-10-442.000 Rental Vehicles/Equip	1,968.00	165.50	1,802.50	8.41%	165.50
259-5-30-10-500.000 Training, Conf, Dues	5,500.00	0.00	5,500.00	0.00%	0.00
259-5-30-10-505.000 Tech. Subs, Licenses	1,835.00	488.77	1,346.23	26.64%	488.77
259-5-30-10-560.000 Postage	353.00	0.00	353.00	0.00%	0.00
259-5-30-10-610.000 General Supplies	0.00	196.73	-196.73	100.00%	196.73
259-5-30-10-910.000 Trnsfr Between Funds (non	0.00	13,288.75	-13,288.75	100.00%	13,288.75
Total Administration	103,959.00	33,303.69	70,655.31	32.04%	33,303.69
259-5-30-11 Pool					
259-5-30-11-120.000 Part Time Salaries	115,130.00	26,602.03	88,527.97	23.11%	26,602.03
259-5-30-11-130.000 Overtime	0.00	425.48	-425.48	100.00%	425.48
259-5-30-11-220.000 Social Security	8,807.00	2,067.68	6,739.32	23.48%	2,067.68
259-5-30-11-225.000 Act 76 Childcare Tax	380.00	95.50	284.50	25.13%	95.50
259-5-30-11-330.000 Professional Services	1,486.00	0.00	1,486.00	0.00%	0.00
259-5-30-11-431.000 R&M Buildings & Grounds	39,708.00	6,154.27	33,553.73	15.50%	6,154.27
259-5-30-11-505.000 Technology Subs, Licenses	629.00	0.00	629.00	0.00%	0.00
259-5-30-11-550.000 Printing and Binding	420.00	0.00	420.00	0.00%	0.00
259-5-30-11-560.000 Postage	270.00	0.00	270.00	0.00%	0.00
259-5-30-11-610.000 General Supplies	3,832.00	1,555.83	2,276.17	40.60%	1,555.83
259-5-30-11-910.000 Transfer btwn Funds (non-	2,126.00	0.00	2,126.00	0.00%	0.00
Total Pool	172,788.00	36,900.79	135,887.21	21.36%	36,900.79
259-5-30-12 Parks and Facilities					
259-5-30-12-120.000 Part Time Salaries	10,383.00	1,555.19	8,827.81	14.98%	1,555.19
259-5-30-12-220.000 Social Security	794.00	118.97	675.03	14.98%	118.97
259-5-30-12-225.000 Act 76 Childcare Tax	34.00	3.44	30.56	10.12%	3.44
259-5-30-12-330.000 Professional Services	9,000.00	0.00	9,000.00	0.00%	0.00
259-5-30-12-442.000 Rental Vehicles/Equip	13,800.00	0.00	13,800.00	0.00%	0.00
259-5-30-12-500.000 Training, Conf, Dues	4,000.00	0.00	4,000.00	0.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total Parks and Facilities	38,011.00	1,677.60	36,333.40	4.41%	1,677.60
259-5-30-14 Recreation Programs					
259-5-30-14-110.000 Regular Salaries	58,320.00	200.00	58,120.00	0.34%	200.00
259-5-30-14-120.000 Part Time Salaries	21,284.00	142.19	21,141.81	0.67%	142.19
259-5-30-14-210.000 Group Insurance	42,844.00	75.00	42,769.00	0.18%	75.00
259-5-30-14-220.000 Social Security	6,141.00	25.91	6,115.09	0.42%	25.91
259-5-30-14-225.000 Act 76 Childcare Tax	265.00	0.47	264.53	0.18%	0.47
259-5-30-14-230.000 Retirement	3,523.00	0.00	3,523.00	0.00%	0.00
259-5-30-14-290.000 Other Employee Benefits	400.00	0.00	400.00	0.00%	0.00
259-5-30-14-330.000 Professional Services	474,238.00	48,093.26	426,144.74	10.14%	48,093.26
259-5-30-14-410.000 Water and Sewer Charges	1,500.00	0.00	1,500.00	0.00%	0.00
259-5-30-14-431.000 R&M Buildings & Grounds	1,300.00	0.00	1,300.00	0.00%	0.00
259-5-30-14-442.000 Rental Vehicles/Equip	2,000.00	0.00	2,000.00	0.00%	0.00
259-5-30-14-500.000 Training, Conf, Dues	6,750.00	0.00	6,750.00	0.00%	0.00
259-5-30-14-505.000 Technology Subs, Licenses	2,360.00	0.00	2,360.00	0.00%	0.00
259-5-30-14-530.000 Communications	540.00	0.00	540.00	0.00%	0.00
259-5-30-14-550.000 Printing and Binding	1,575.00	0.00	1,575.00	0.00%	0.00
259-5-30-14-560.000 Postage	1,013.00	0.00	1,013.00	0.00%	0.00
259-5-30-14-610.000 General Supplies	32,393.00	1,282.80	31,110.20	3.96%	1,282.80
259-5-30-14-850.150 Memorial Day Parade	7,500.00	0.00	7,500.00	0.00%	0.00
259-5-30-14-910.000 Transfer btwn Funds (non-	7,973.00	0.00	7,973.00	0.00%	0.00
Total Recreation Programs	671,919.00	49,819.63	622,099.37	7.41%	49,819.63
259-5-30-15 After School Care					
259-5-30-15-110.000 Regular Salaries	669,664.00	8,561.66	661,102.34	1.28%	8,561.66
259-5-30-15-120.000 Part Time Salaries	429,246.00	918.00	428,328.00	0.21%	918.00
259-5-30-15-210.000 Group Insurance	204,294.00	28,789.78	175,504.22	14.09%	28,789.78
259-5-30-15-220.000 Social Security	86,208.00	805.49	85,402.51	0.93%	805.49
259-5-30-15-225.000 Act 76 Childcare Tax	3,719.00	24.87	3,694.13	0.67%	24.87
259-5-30-15-230.000 Retirement	65,662.00	2,076.87	63,585.13	3.16%	2,076.87
259-5-30-15-290.000 Other Employee Benefits	5,200.00	0.00	5,200.00	0.00%	0.00
259-5-30-15-330.000 Professional Services	101,800.00	0.00	101,800.00	0.00%	0.00
259-5-30-15-500.000 Training, Conf, Dues	45,339.00	0.00	45,339.00	0.00%	0.00
259-5-30-15-505.000 Technology Subs, Licenses	6,609.00	0.00	6,609.00	0.00%	0.00
259-5-30-15-530.000 Communications	7,560.00	90.00	7,470.00	1.19%	90.00
259-5-30-15-540.000 Advertising	3,000.00	0.00	3,000.00	0.00%	0.00
259-5-30-15-550.000 Printing and Binding	4,410.00	0.00	4,410.00	0.00%	0.00
259-5-30-15-560.000 Postage	2,835.00	0.00	2,835.00	0.00%	0.00
259-5-30-15-610.000 General Supplies	123,316.00	0.00	123,316.00	0.00%	0.00
259-5-30-15-626.000 Gasoline	5,500.00	0.00	5,500.00	0.00%	0.00
259-5-30-15-910.000 Transfer btwn Funds (non-	22,327.00	0.00	22,327.00	0.00%	0.00
Total After School Care	1,786,689.00	41,266.67	1,745,422.33	2.31%	41,266.67
259-5-30-16 Preschool					
259-5-30-16-110.000 Regular Salaries	375,640.00	15,935.48	359,704.52	4.24%	15,935.48
259-5-30-16-120.000 Part Time Salaries	29,493.00	705.81	28,787.19	2.39%	705.81

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
259-5-30-16-210.000 Group Insurance	182,985.00	24,404.68	158,580.32	13.34%	24,404.68
259-5-30-16-220.000 Social Security	32,759.00	1,392.57	31,366.43	4.25%	1,392.57
259-5-30-16-225.000 Act 76 Childcare Tax	1,413.00	56.04	1,356.96	3.97%	56.04
259-5-30-16-230.000 Retirement	30,732.00	1,381.41	29,350.59	4.50%	1,381.41
259-5-30-16-290.000 Other Employee Benefits	2,800.00	400.00	2,400.00	14.29%	400.00
259-5-30-16-330.000 Professional Services	4,525.00	654.15	3,870.85	14.46%	654.15
259-5-30-16-420.000 Cleaning Services	32,500.00	0.00	32,500.00	0.00%	0.00
259-5-30-16-441.000 Rental Land/Buildings	1,860.00	0.00	1,860.00	0.00%	0.00
259-5-30-16-442.000 Rental Vehicles/Equip	0.00	149.40	-149.40	100.00%	149.40
259-5-30-16-500.000 Training, Conf, Dues	11,750.00	0.00	11,750.00	0.00%	0.00
259-5-30-16-505.000 Technology Subs, Licenses	2,675.00	0.00	2,675.00	0.00%	0.00
259-5-30-16-550.000 Printing and Binding	1,785.00	0.00	1,785.00	0.00%	0.00
259-5-30-16-560.000 Postage	1,148.00	0.00	1,148.00	0.00%	0.00
259-5-30-16-580.000 Travel	1,536.00	0.00	1,536.00	0.00%	0.00
259-5-30-16-610.000 General Supplies	7,750.00	641.23	7,108.77	8.27%	641.23
259-5-30-16-910.000 Transfer btwn Funds (non-	9,036.00	0.00	9,036.00	0.00%	0.00
Total Preschool	730,387.00	45,720.77	684,666.23	6.26%	45,720.77
259-5-30-17 Summer Day Camps					
259-5-30-17-110.000 Regular Salaries	85,671.00	13,665.23	72,005.77	15.95%	13,665.23
259-5-30-17-120.000 Part Time Salaries	536,093.00	129,169.44	406,923.56	24.09%	129,169.44
259-5-30-17-130.000 Overtime	0.00	3,039.69	-3,039.69	100.00%	3,039.69
259-5-30-17-220.000 Social Security	47,565.00	11,145.08	36,419.92	23.43%	11,145.08
259-5-30-17-225.000 Act 76 Childcare Tax	2,052.00	474.41	1,577.59	23.12%	474.41
259-5-30-17-330.000 Professional Services	163,066.00	9,203.97	153,862.03	5.64%	9,203.97
259-5-30-17-505.000 Technology Subs, Licenses	3,462.00	0.00	3,462.00	0.00%	0.00
259-5-30-17-550.000 Printing and Binding	2,310.00	0.00	2,310.00	0.00%	0.00
259-5-30-17-560.000 Postage	1,485.00	0.00	1,485.00	0.00%	0.00
259-5-30-17-580.000 Travel	0.00	8,404.22	-8,404.22	100.00%	8,404.22
259-5-30-17-610.000 General Supplies	66,267.00	14,889.28	51,377.72	22.47%	14,889.28
259-5-30-17-910.000 Transfer btwn Funds (non-	11,693.00	0.00	11,693.00	0.00%	0.00
Total Summer Day Camps	919,664.00	189,991.32	729,672.68	20.66%	189,991.32
259-5-30-19 Rec Kids					
Total Rec Kids	0.00	0.00	0.00	0.00%	0.00
Total Expenditures	4,423,417.00	398,680.47	4,024,736.53	9.01%	398,680.47
Total EJRP PPROGRAMS FUND	-36,156.00	-364,228.67	420,384.67	648.60%	-364,228.67
Total All Funds	-4,034,663.00	-316,727.99	4,351,390.99	7.85%	-316,727.99

LOT Fund Balance Detail

LOT Funds Revenue FY23		659,341.99	
	<i>11/21/22 Disbursement - Q1</i>	1,178.64	
	<i>2/9/23 Disbursement - Q2</i>	239,621.26	
	<i>5/12/23 Disbursement - Q3</i>	195,435.64	
			funds received in August, but recorded back to June to properly recognize revenue
	<i>6/30/23 Disbursement - Q4</i>	219,588.49	
	<i>Interest Accrued</i>	3,517.96	
LOT Funds Revenue FY24		986,078.22	
	<i>Q1</i>	284,780.40	
	<i>Q2</i>	223,554.85	
	<i>Q3</i>	219,797.53	
	<i>Q4</i>	232,463.92	
	<i>Interest Accrued</i>	25,481.52	allocated monthly
LOT Funds Revenue FY25		1,022,843.67	
	<i>Q1</i>	263,103.52	
	<i>Q2</i>	261,428.29	
	<i>Q3</i>	237,710.40	
	<i>Q4</i>	234,221.29	
	<i>Interest Accrued</i>	26,380.17	allocated monthly
LOT Funds Revenue FY26		-	
	<i>Q1</i>		
	<i>Q2</i>		
	<i>Q3</i>		
	<i>Q4</i>		
	<i>Interest Accrued</i>		allocated monthly
Less:			
FY23 IT Migration Balance of Funds Avail.		-	
			rebranding, capital transfer, IT migration and paving actual
FY24 Expenses	(262,239.00)		spent to date
			\$40,000 assigned during budget, \$12,500 reassigned to
Rebranding Balance of Funds Avail.	(21,000.00)		Strategic Planning by Council
			\$30,000 assigned during budget, \$12,500 added from
Strategic Planning Balance of Funds Avail.	-		Rebranding by Council
Banners/Signs Balance of Funds Avail.	(14,375.00)		
Capital Transfer Balance of Funds Avail.	-		recurring quarterly entry
			\$20,000 assigned during budget, additonal \$20,000 assigned
Paving Balance of Funds Avail.	-		by Council
			\$284,766 assigned by Council 6/12/24, \$400,000 assigned by
2 Lincoln Renovation	(684,766.00)		council 4/9/25
			Council authorized to reassign to 2 Lincoln Renovation project
Stormwater Grant Match Balance of Funds Avail.	(28,000.00)		6/12/24
			Council authorized to reassign to 2 Lincoln Renovation project
Code Enforcement Salary/Benefits Balance of Funds Avail.	(40,158.00)		6/12/24
			capital projects within the approved capital plan \$1,000,000,
FY25 Expenses to Date	(1,019,401.75)		sidewalks \$19,401.75
			capital projects within the approved capital plan \$200,000,
FY26 Expenses to Date	(206,500.00)		rebranding \$6500
FY25 Sidewalks per Policy Balance of Funds Avail.	(199,206.25)		25% of projected revenue
FY26 Capital Transfer Balance of Funds Avail.	(600,000.00)		\$800,000 total
FY26 Sidewalks per Policy Balance of Funds Avail.	(225,000.00)		25% of projected revenue
Balance of LOT Funds Available	(632,382.12)		
Projected Remaining FY26 LOT Revenue	900,000.00		\$900,000 projected, less actual funds received to date
Projected FY26 LOT Fund Balance	267,617.88		

updated 8/7/25

2 Lincoln Renovation Project

	Breadloaf	Scott & Partners	Other	Totals
Original Contract	\$ 2,770,578.00	\$ 231,419.00	n/a	\$ 3,001,997.00
Change Orders/Amendments/Non-Contract	\$ 425,464.59	\$ 58,610.18	n/a	\$ 484,074.77
Revised Contract	\$ 3,196,042.59	\$ 290,029.18	n/a	\$ 3,486,071.77
Payments to Date	\$ 2,398,455.89	\$ 282,632.93	\$ 135,129.39	\$ 2,816,218.21
Balance of Contract	\$ 797,586.70	\$ 7,396.25	n/a	\$ 669,853.56

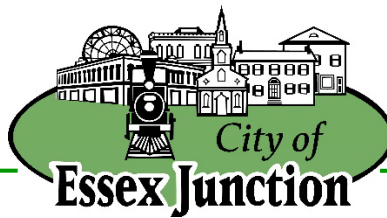
Approved Project Funds	4,020,975.60
Payments to Date	(2,816,218.21)
Remaining Contract Obligations	(669,853.56)
Anticipated Additional Costs	(408,436.86)
Balance of Funds Available	126,466.97

updated 8/7/25

Economic Development Fund Balance Detail

FY26 Economic Development Fund Beginning Balance PRELIMINARY	914,544.23	
Economic Development Funds Received FY26	56,640.17	
	<i>Property Taxes</i>	56,640.17 will be allocated around 9/15 and 3/15 tax payment due dates
	<i>Interest Accrued</i>	allocated monthly
Less:		
		FY25 \$40,000 grant match, less \$6,425 actual spent to date
Main St Park	(33,575.00)	FY25
Crescent Connector	(86,820.25)	actual spent to date FY25
EV Charging	(1,060.03)	actual spent to date FY25
		FY25 \$250,000 grant match, FY26 \$450,000 grant match, less
Amtrak Grant Match	(697,462.00)	\$2,538 actual spent to date FY25
Balance of Economic Development Funds Available	<u>152,267.12</u>	
Projected FY26 Economic Development Fund Revenue	<u>55,359.83</u>	\$112,000 less actual property tax revenue to date
Projected FY26 Economic Development Fund Balance	<u>207,626.95</u>	

updated 8/7/25



MEMORANDUM

To: City Council
From: Joanne Pfaff
Meeting Date: August 13, 2025
Subject: Regional Boards and Committees

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

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

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

Cost: N/A

Recommendation: N/A

Recommended Motion: N/A

Attachments: N/A

REAPPRAISAL UPDATE JULY 2025

The first two batches of reappraisal notice/letters for 715 Essex Junction residential property owners were mailed between May and June. Property owners receiving the notices and/or finding the green inspection cards at their doors have been graciously scheduling interior inspections. The designated days for the scheduled interior inspections are Tuesday and Thursday between 9:00am – 3:00pm. The inspections take 10-15 minutes. Appointments are being booked quickly, and we want to express our gratitude to the property owners for allowing us to visit their property. The third batch of Essex Junction residential letters are anticipated to be mailed Friday, August 8th. The batch will include 327 properties, and the inspections are expected to begin mid-August. While working in the city, the Field Appraisers are also inspecting Town of Essex residential properties that need follow up for the interior inspections. In between inspections, either knocking on doors or scheduled appointments, the Field Appraisers are busy inputting data collected from the inspections. There is never a down time!

While inspections are taking place, CATALIS, the reappraisal firm is working in the background setting up valuation models in our new valuation software. The models are created from market data that is analyzed to produce data sets. These models assist in preparing and generating the new assessments, both in the Town and City for next year's completion.

The project is moving along. More information will be provided as we near the preliminary valuation stage, slated for May 2026.

Please visit our website at [Assessing Department | Essex, VT](#) for more information pertaining to the Reappraisal Project 2026.

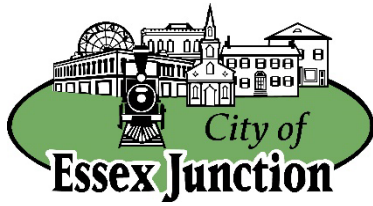
We want to thank the property owners again for their cooperation and kindness throughout this project.

Please Take the Police Community Advisory Board Survey 2025

You'll find a link and QR code below to a community survey that was developed with the assistance of the Police Community Advisory Board. This was created at Chief Hoague's request to evaluate Essex Police Department's performance and to provide guidance as to how EPD can best serve the community.

[Police Community Advisory Board \(PCAB\) Survey 2025](#)





FOR IMMEDIATE RELEASE

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

CITY OF ESSEX JUNCTION SEEKS COMMUNITY INPUT ON THE CONNECT THE JUNCTION DRAFT MASTER PLAN

ESSEX JUNCTION, Vt. (July 8, 2025) — The City of Essex Junction invites residents to participate in shaping the future of their community through the newly released Connect the Junction Transit-Oriented Development (TOD) Draft Master Plan. As part of this initiative, the City has launched an online Open House to gather public feedback, with the goal of finalizing the plan for adoption by fall 2025.

Residents can explore the plan's key recommendations in the Draft Plan, which focuses on activating streets for people, updating roads to allow for better bike facilities, and adjusting zoning regulations to allow for more home choices in convenient, connected places.

The Connect the Junction Master Plan, developed in collaboration with the Chittenden County Regional Planning Commission and Framework Cultural Placemaking, aims to transform the City Center and Pearl Street Corridor into a more pedestrian-friendly environment filled with

more housing options, vibrant public spaces, and enhanced connectivity for walking, biking, and public transit. Over the last year, the City has studied existing conditions and gathered community input to formulate this plan.

The Draft Plan introduces seven "Big Ideas" with suggested actions designed to enhance the livability and connectivity throughout the project area. These include:

1. **Prioritize People:** Focus on improving experiences for pedestrians and cyclists while calming traffic. This includes food trucks on Memorial Way, a redesign of Pearl Street, and a focus on Railroad Ave as a people-oriented street.

2. **Capitalize on the Crescent Connector:** Leverage the City's investment in the new Railroad Street with complementary development of open space, bicycle and pedestrian infrastructure, retail, and housing. This includes rechanneling traffic between Main and Park Street to use the Crescent Connector to narrow the street and reduce wait times at the Five Corners, testing road closures on Main Street, and the redevelopment of properties along Main and Maple streets.

3. **Develop to Add Activities and Amenities:** Ensure that new developments include community amenities through updated design guidelines. This includes design guidelines for streetscapes, entrances, and amenities, adding retail along the Pearl Street frontage of Post Office Square, the redevelopment of the Pearl Street shopping centers, and partnering with the Champlain Valley Expo on redevelopment opportunities that add amenities and enhance economic development.

4. Add Housing Thoughtfully: Create regulations that enable diverse housing options to meet community needs and alleviate the housing shortage. This includes increasing building heights in appropriate zones, increasing housing capacity, developing a land capacity model and monitoring program for housing production, and considering permit streamlining approaches.

5. Make More Connections: Enhance safety and connectivity for all modes of transport—walking, cycling, public transit, and driving. This includes adding crosswalks, especially near transit, establishing pedestrian connections through the Champlain Valley Expo, and developing an official map with street and public improvements.

6. Make the Assets Shine: Leverage existing community assets, such as open spaces and the Champlain Valley Exposition. This includes enhancing Stevens Park as a community asset, making use of Champlain Valley Expo for employee parking, keeping historic buildings and supporting them with quality public space, and creating and maintaining a public mural program.

7. Essex Junction for Essex Junction: Support local businesses and organizations through marketing and public space improvements. This includes marketing and recruiting desired businesses, more community events and programming, promoting Essex Junction as a destination based on local industry, culture, and assets, and exploring a Main Street type organization for Five Corners.

Residents interested in learning more about the plan and sharing their feedback are encouraged to visit the ConnectTheJunction.org website, where they can access the Draft Plan and participate in the online Open House.

Throughout the summer, the project team will also attend various local events and host an in-person Open House in early fall to further encourage community engagement.

By actively involving residents in the planning process, the City hopes to create a vibrant and accessible environment that reflects the unique character of Essex Junction.

###

**CITY OF ESSEX JUNCTION
BOARD OF CIVIL AUTHORITY (BCA)
REGULAR MEETING
MINUTES OF MEETING
AUGUST 4, 2025**

BCA MEMBERS PRESENT: Dylan Giambatista (Chair), Jordan Verasamy (Vice-Chair), Marcus Certa (remote), Diane Clemens, Ryan McLauren, Susan McNamara-Hill (Clerk), Amber Thibeault (remote), Carmon Verasamy, Elisa Ziglar

STAFF PRESENT: Dan Brown, Assistant City Clerk (remote)

MEMBERS OF THE PUBLIC PRESENT: Lhamo Nachug (remote)

1. CALL TO ORDER

Mr. Giambatista called the meeting to order at 6:18 PM.

2. AGENDA ADDITIONS/ CHANGES

None.

3. APPROVE AGENDA

RYAN MCLAUREN made a motion, seconded by JORDAN VERASAMY, to approve the agenda. Motion passed 9-0.

Mr. Giambatista said that the BCA plans to hold meetings on the first Monday of every month going forward.

4. REVIEW and APPROVE MINUTES of LAST MEETING BCA MEETING (2-11-25)

ELISA ZIGLAR made a motion, seconded by JORDAN VERASAMY, to approve the amended meeting minutes from February 11, 2025. Motion passed 9-0.

Amendments:

-The spelling of Carmon Verasamy's first name will be corrected in Item 5.

-In Item 5, Mr. McNamara-Hill will be corrected to read Ms. McNamara-Hill.

5. BI-ANNUAL CHECKLIST PURGE

Mr. Giambatista said that there has been a change to state law regarding the authority to mail challenge letters. These have previously been sent to voters who have not participated in elections in past years by the City Clerk. Ms. McNamara-Hill said that there have been opinions issued that this should be the responsibility of the BCA, rather than the Clerk. She stated that she automatically challenges voters who sell their homes and that the Department of Health notifies her of deaths. No notification is given for those who move out of rental units. This process of challenging voters must be completed by September 15. Ms. McNamara-Hill will send a draft spreadsheet for review by the BCA. Mr. Giambatista said that same-day registration is also available for anyone who is removed from the checklist, and Ms. McNamara-Hill said that the challenge period lasts for two regular election cycles. The BCA will also review the entire list of registered voters as well as a list of potentially challenged voters. Mr. Certa said that the BCA should develop a list of reasons for potentially challenging voters which would allow them to better manage the document in a very short timeframe. Ms. Jordan Verasamy said that reviewing the checklist should not be put on only one person, and that this should be distributed among the BCA.

6. REVIEW LEGISLATIVE DISTRICTS PROCESS

Ms. McNamara-Hill said that, during the last election, ballots were mailed to voters in incorrect districts across the state. Additional review could be carried out to determine if voters are listed as being in the correct district. Mr. Giambatista suggested that this issue be further discussed at the September meeting after the BCA is presented with a list from Ms. McNamara-Hill. Ms. Clemens suggested that Ms. McNamara-Hill run a search for roads that were recently re-districted which may allow for better review. The following members will assist with the list review process: Ms. Ziglar, Ms. Carmon Verasamy, Ms. Jordan Verasamy and Ms. Clemens.

7. ADJOURNMENT

ELISA ZIGLAR made a motion, seconded by JORDAN VERASAMY to adjourn the meeting. Motion passed 9-0. Meeting adjourned at 6:54 PM.

Respectfully Submitted,
Darby Mayville
Recording Secretary

**CITY OF ESSEX JUNCTION
BOARD OF ABATEMENT (BOA)
REGULAR MEETING
MINUTES OF MEETING
AUGUST 4, 2025**

BCA MEMBERS PRESENT: Dylan Giambatista (Chair), Jordan Verasamy (Vice-Chair), Marcus Certa (remote), Diane Clemens, Ryan McLauren, Susan McNamara-Hill (Clerk), Amber Thibeault (remote), Carmon Verasamy, Elisa Ziglar

STAFF PRESENT: Dan Brown, Assistant City Clerk (remote)

MEMEBERS OF THE PUBLIC PRESENT: Lhamo Nachug (remote)

1. CALL TO ORDER

Mr. Giambatista called the meeting to order at 6:55 PM.

2. AGENDA ADDITIONS/ CHANGES

Mr. Giambatista recommended that the abatement requests be taken out of order to accommodate the fact that one of the homeowners is in attendance online.

3. APPROVE AGENDA

CARMON VERASAMY made a motion, seconded by JORDAN VERASAMY, to approve the agenda as amended. Motion passed 9-0.

4. REVIEW and APPROVE MINUTES of LAST MEETING BCA MEETING (6-2-25)

JORDAN VERASAMY made a motion, seconded by RYAN MCLAUREN, to approve the meeting minutes from June 2, 2025, as presented. Motion passed 9-0.

5. REPORT on SUBCOMMITTEE MEETING

Mr. Giambatista discussed subcommittee efforts to make the process of abatement more streamlined and consistent.

6. ABATEMENT REQUESTS

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

Mr. Giambatista stated that a copy of the rules for abatement have been presented to the applicant, which Ms. Nachug confirmed that she received. Mr. Giambatista read an oath to Ms. Nachug. He requested that all BOA members disclose any conflicts of interest, of which there were none. Ms. Nachug said that she is requesting abatement because the fee is very high and she lives paycheck to paycheck. She said that she did not realize that the payment was late when she made it as she paid her taxes with the water bill. Mr. Giambatista said that a closed deliberative session will be held and that notification of the determination from this will be sent to Ms. Nachug. Answering a question from Ms. Jordan Verasamy, Ms. Nachug said that it is difficult for her to save money and that she does not keep track of how much she saves monthly. The payment was made on March 19, 2025, and was due on March 17, 2025. The penalty has not been paid and is still outstanding. Ms. Nachug does not have escrow set up. Ms. McNamara-Hill said that a payment plan could be available for the penalty fee.

a. Carrie DeBisschop, 15 Dunbar Drive. Request to abate penalty charged on late tax payment.

Ms. McNamara-Hill said that the payment was received on March 27, 2025 and was postmarked March 22, 2025. Taxes were due on March 17, 2025. The penalty was paid on July 1, 2025. The applicant is citing a mail delay for the reason their payment is late and is pointing to their previous on-time payment

history as proof of this. Ms. McNamara-Hill said that postmarks are no longer accepted for on-time payments.

JORDAN VERASAMY made a motion, seconded by CARMON VERASAMY, to enter into deliberative session for the purpose of reviewing tonight's updated request. Motion passed 9-0.

Mr. Giambatista noted that the staff of the Clerk's office is invited to this meeting to assist with notetaking.

After exiting Deliberative Session, Mr. Giambatista noted that action was taken on one of the abatement requests.

7. ADJOURNMENT

JORDAN VERASAMY made a motion, seconded by SUSAN MCNAMARA-HILL to adjourn the meeting. Motion passed 9-0. Meeting adjourned at 8:06 PM.

Respectfully Submitted,
Darby Mayville
Recording Secretary

**CITY OF ESSEX JUNCTION
DEVELOPMENT REVIEW BOARD
MINUTES OF MEETING
JULY 17, 2025
DRAFT**

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

ADMINISTRATION/STAFF: Michael Giguere, City Planner; Jim Kellogg, Fire Chief

OTHERS PRESENT: Chris Blondin, Michael Bush, Diane Clemens, Hillary Holmes, Tim Miller, Michelle Prudenzeno, Missy Thurston

1. CALL TO ORDER

As Mr. Alden was present remotely, Ms. Massey called the meeting to order at 6:40 PM.

2. ADDITIONS OR AMENDMENTS TO AGENDA

None.

3. PUBLIC TO BE HEARD

Mr. Giguere noted that this is a hybrid meeting, and that staff are present at 6 Lincoln Street to ensure public participation. While efforts will be made to accommodate remote public participants, in-person participation is the only legally mandated form of public participation. If there are technical difficulties the meeting may be paused and resumed on August 21st, 2025. All votes that are not unanimous will be done via roll call.

4. MINUTES

a. Regular Meeting – June 9, 2025

JOHN ALDEN made a motion, seconded by CRISTIN GILDEA, to approve the minutes of June 9, 2025, as issued. Motion passed 4-0.

5. PUBLIC HEARING

a. Site plan and conditional use review for the addition of a temporary training center at the Champlain Valley Expo at 105 Pearl Street by the Essex Junction Fire Department

Mr. Giguere swore in all in attendance. Ms. Massey opened the public hearing.

Mr. Kellogg said that the Champlain Valley Expo (CVE) has offered to donate land to be used as a training facility for the Fire Department. The site will have three metal storage containers to simulate a two-story home with a garage. Live fires will be conducted in the boxes. The Fire Department will be allowed to use the land for at least five years. Trainings will not be conducted during CVE events but will generally be held twice a week. Classes may be held for new members of other local fire departments and larger events will be publicized on social media. No smoke will be visible outside of the property. In public comment, Ms. Clemens asked for clarification on site security, which was given.

JOHN ALDEN made a motion, seconded by LUKE BROCKMEIER, that the DRB approve the conditional use application as verbatim for the recommended Motion #1 [the addition of a training

center at the Champlain Valley Expo at 105 Pearl Street by the Essex Junction Fire Department]. Motion passed 4-0.

JOHN ALDEN made a motion, seconded by LUKE BROCKMEIER, that the DRB approve the site plan application as recommended in Motion #2 [for the addition of a training center at the Champlain Valley Expo at 105 Pearl Street by the Essex Junction Fire Department]. Motion passed 4-0.

b. Design review for the construction of a new single-family home at 40 Maple Street by Ron Bushey, owner

Mr. Blondin, contractor, presented on behalf of the applicant. A run-down home will be torn down and replaced with a new colonial-style home. Mr. Alden said that the document provided is not to scale and that additional information is needed. Mr. Giguere said that the applicant was told this by staff, however, chose to proceed with the materials as presented. Mr. Alden said that this property is also in the design control overlay district and recommended that this application be treated as a preliminary. He said that landscaping needs to be addressed and that the home needed to face Maple Street or Kings Court. In public comment, Ms. Clemens, speaking as herself not as a Planning Commissioner, suggested that the building be pushed back 5-10 feet so that street trees can be planted. Mr. Giguere said that the Tree Advisory Committee made a similar recommendation and recommended side and backyard tree improvements. Mr. Alden said that the existing setback along King's Court must be shown and that the non-compliance cannot be made worse. He also said that it cannot be misrepresented in the graphics. Ms. Clemens said that she believes that there is additional landscaping that is not included in the graphic provided. She also encouraged the applicant to allow the Fire Department to train on the existing building.

Ms. Massey closed the public hearing.

Mr. Brockmeier said that landscaping and facing the front of the property on Maple Street is essential. Mr. Alden encouraged additional landscaping and the applicant to provide a document that is drawn to scale with elevations that match the site plan.

MAGGIE MASSEY made a motion, seconded by LUKE BROCKMEIER, to continue this hearing at a later date. Motion passed 4-0.

6. OTHER DEVELOPMENT REVIEW BOARD ITEMS

Mr. Giguere said that the Connect the Junction TOD Master Plan is available for public comment. The Planning Commission will be hearing a presentation on August 7th on alternatives for Pearl Street between West Street and Susie Wilson Road. The Train Station project is likely to be discussed by the Planning Commission on September 4th. The Spark Hotel had a soft opening yesterday. Staff has ensured that the property owner has met all conditions of the site plan.

7. ADJOURNMENT

CRISTIN GILDEA made a motion, seconded by LUKE BROCKMEIER, to adjourn the meeting. The motion passed 4-0 at 8:53 PM.

Respectfully submitted,
Darby Mayville