

City of Essex Junction

City Council Regular Meeting Agenda



WEDNESDAY, AUGUST 26, 2026 • 6:30 PM

Online & 2 Lincoln Street, Essex Junction, VT 05452

www.essexjunction.org • P: 802-878-6944

E: admin@essexjunction.org

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

WATCH: The meeting will be live streamed on Town Meeting TV

JOIN ONLINE: [Join Zoom Meeting](#)

JOIN CALLING: (toll free audio only) 888-788-0099 | Meeting ID: 944 6429 7825; Passcode: 635787

1. **CALL TO ORDER** **[6:30 PM]**
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
 - a. Comments from Public
5. **BUSINESS ITEMS**
 - a. Discussion and Consideration of Recommendation of a New Deputy Health Officer, Brittany McGregor
 - b. Discussion and Consideration of City Logo Rollout Update
 - c. Discussion and Consideration of New Mission, Value, Goal Statement Update
 - d. Discussion and Consideration of Park Street Complete Street Improvements – Bid Authorization and Ordinance Amendment Introduction
 - e. **Discussion and Consideration of an Executive Session to Discuss a Personnel Contract
 - f. ***Discussion and Consideration of an Executive Session to Discuss Confidential Attorney-Client Communications and Litigation
6. **CONSENT ITEMS**
 - a. Approve Meeting Minutes: August 12, 2026
 - b. Acting as the Liquor Control Commission - Approve Liquor/Tobacco Licenses
 - c. Approve Reservation of Parking Spaces for Park Street School
 - d. Approve Appointment of Alternative Authorized Representative for State Water Infrastructure Financing Programs
 - e. West Street Pump Station Force Main Project - Reconsider Bond Vote for Annual Meeting 2027
 - f. Approve Justices of the Peace Candidates on the Back of the General Election Ballot
7. **COUNCIL MEMBER COMMENTS & CITY MANAGER REPORT**
8. **READING FILE**
 - a. Check Warrant #24126; 08/12/26
 - b. Bike/Walk Advisory Committee Minutes 8/13/2026
 - c. Planning Commission Minutes 8/11/2026
 - d. Police Community Advisory Board Minutes 07/21/2026
 - e. Tree Advisory Committee Minutes 07/28/2026
 - f. Tree Farm Management Group Minutes 8/10/2026

9. **EXECUTIVE SESSION**

- a. **An Executive Session May Be Needed to Discuss a Personnel Contract
- b. ***An Executive Session May Be Needed to Discuss Confidential Attorney-Client Communications and Litigation

10. **ADJOURN**

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

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

September 9, 2026	October 28, 2026	*December 16, 2026
September 23, 2026	*November 10, 2026	
October 14, 2026	*December 2, 2026	

City Council Rules for Public Participation

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: Essex Junction City Council
From: Colleen Dwyer, Human Resources Director
Meeting Date: August 26, 2026
Agenda Item: Deputy Health Officer Recommendation

Issue: To appoint a Deputy Health Officer for the City.

Discussion: Sharon Kelly is the current Deputy Health Officer for the City. She will continue to do so through August 31, 2026.

Brittany McGregor is recommended for the position of Deputy Health Officer for the City beginning September 1, 2026. Brittany McGregor is currently the Zoning Administrator and will be the Health Officer for the Town of Essex effective September 1, 2026.

The City Council must make a recommendation for an appointment. The Commissioner of the Department of Health makes these appointments. The Department of Health needs the paperwork by the end of each month for appointments that are made on the first of the month.

The Health Officer for the City is Carl Wermer. The City and Town Health Officers support each other in this role. The Deputy Health Officer position needs to be appointed effective September 1, 2026.

For your information, this presentation helps describe what the Health Officer does:

https://www.healthvermont.gov/sites/default/files/documents/pdf/Env_THOPresentationDuties_100112.pdf

Cost: There is no cost for the Deputy Health Officer due to the exchange between the Town and the City for the Deputy roles.

Recommendation:

Staff recommends that the City Council make a recommendation to the Department of Health to appoint Brittany McGregor to the position of Deputy Health Officer for the City starting September 1, 2026.

Recommended Motion: If the Council chooses to move forward, "I move that the City Council recommend to the Department of Health the appointment of Brittany McGregor as Deputy Health Officer for the City, effective September 1, 2026."

Attachments: VT Department of Health Recommendation Forms

**FOR OFFICE USE ONLY**

Beginning Date: _____
Expiration Date: _____
Resignation Date: _____
Entered: _____

Town Health Officer Recommendation Form

This is a: ☐ New Appointment ☐ Re-appointment

Is a resignation letter needed from previous Health Officer? ☐ Yes ☐ No

Start Date: _____ Town/Municipality: _____

County: _____ Full Name: _____

Home Delivery Address: _____
(DO NOT USE the Town Clerk Office or a Business for your Home Address)

Street Address for UPS Deliveries: _____

Email Address: _____

Telephone(s): W: _____ H: _____ Cell: _____

Education: High School ____ College ____ Other (list) _____

Professional Degree: ____ (e.g. MD, RN, DVM, DDS) Occupation: _____

Please give a brief statement noting why the select board believes the recommended individual will make a good Health Officer:

Signed: _____
Chair of the Select Board Date

Print Name: _____

Return completed recommendation form to:

AHS.VDHTHO@vermont.gov

or

VT Department of Health
Environmental Health, Town Health Officer Program
280 State Drive

Waterbury, VT 05671-8350

Toll-Free Telephone: 800-439-8550

Fax: 802-863-7483



MEMO

To: City Council
From: Ashley Snellenberger, Communications & Strategic Initiatives Director
Meeting Date: August 26, 2026
Agenda Item: City Logo Rollout Update

ISSUE: This memo is an update to the Council on the progress of the rollout of the new City logo.

DISCUSSION:

The Communications Director has been working to roll out the new City logo. This process began with staff adopting new templates and using the logo in their day-to-day operations. At our recent staff gathering, they were also given the option of t-shirts, hats, or tote bags featuring it. In August, we began changing out external items. The Community Newsletter introduced the logo, colors, and fonts in the August edition. We have also been sharing the logo for our partners to use.

In July, we began working with Ecopixel, the City's website provider, on the website's updated design. This isn't a true web redesign, but you will notice a difference in the homepages (City and EJRP) and some pages. The site will be updated with the new logo, colors, and fonts. We also submitted and have been approved to use www.essexjunction.gov. The goal is to roll out the new URL and site at the same time.

A request for quotes for the entrance signs, light pole banners, truck decals, and the Railroad and Main sign has been sent to area sign companies. These are due to the Communications Director by August 25.

The Communications Director is also working on items for engagement activities. This includes a t-shirt design for the Council, stickers with the new logo, and a tablecloth. These will be available for Meet Me on Main.

Policies, Forms, and Ordinances will be updated last. These items also need to be formatted to be ADA-compliant on our website.

COST:

RECOMMENDATION: None, this is just an informative memo.

ATTACHMENTS:



MEMO

To: City Council, City of Essex Junction
From: Colleen Dwyer, Human Resources Director
Meeting Date: August 26, 2026
Agenda Item: Update on the new Mission, Values and Goal Statements

ISSUE:

Update on the new City of Essex Junction Mission, Values and Goal Statements.

DISCUSSION:

The City of Essex Junction updated its Mission, Values, and Organizational Goals following work that began through the VLCT Welcoming and Engaging Community initiative (with Abundant Sun) and was reinforced by employee survey results and staff feedback. While many employees shared positive experiences working for the City, the feedback also highlighted that workplace experiences were not always consistent across departments. The update was intended to create a clearer shared direction, strengthen communication and consistency, build trust and inclusion, and ensure that the City's values are reflected in how employees work together and serve the community every day.

To support this effort, City staff participated in a collaborative review process facilitated by Tabitha Moore of Intentional Evolution. Employees contributed through department discussions, an organization wide session, and an employee survey. The goal was to develop Mission, Values, and Organizational Goals that reflect the City's purpose, priorities, and commitment to the community while capturing the experiences and perspectives of employees across the organization.

The updated statements give employees a clearer understanding of the City's purpose, priorities, and shared expectations for working together. They emphasize trusted public service, responsible stewardship, collaboration, and care for the people, places, land, resources, and systems that sustain the community.

Mission Statement

The City of Essex Junction serves and supports the community through trusted public service, responsible stewardship, collaboration, and care for the people, places, land, resources, and systems that sustain our community.

Organizational Values

Stewardship

We care for the people, places, land, resources, and systems that sustain our community and support everyone's ability to participate, belong, and thrive now and for future generations.

Collaboration

We work together to support one another and serve the community.

Service with Humanity

We provide respectful, responsive, and accessible service by planning for the different needs, strengths, cultures, and experiences of the people we serve and work alongside.

Organizational Goals

1. Plan for and deliver reliable, accessible, and sustainable public services that account for the evolving needs and interests of our community.
2. Create a healthy workplace where employees with different experiences and perspectives are supported to grow, collaborate, and build long-term capacity to serve the community.

These updates will provide a foundation for future organizational planning and decision-making, help strengthen workplace culture, and support consistent service delivery across the City. The City will continue its partnership with Tabitha Moore and Intentional Evolution to move this work from words into practice. The next phase will focus on helping managers, department heads, and employees understand how the Mission, Values, and Organizational Goals apply to their daily work through training, tools, and support. This work will help ensure that the City's Mission, Values, and Organizational Goals are reflected in workplace practices, employee development, organizational systems, and the services provided to the community.

COST:

There is no financial impact associated with these changes.

RECOMMENDATION:

Ultimately, the Council will consider an update to the Personnel Regulations where the updated Mission, Values and Goals will be updated. At this point this is just an informational item, for the Council's awareness of this work.

ATTACHMENTS:

City of Essex Junction Mission, Values and Goals Final Report

CITY OF ESSEX JUNCTION:

MISSION, VALUES, AND GOALS FINAL REPORT

This report presents the final mission, values, and organizational goals developed through a two-phase collaborative process involving employees from across the City of Essex Junction.

The first phase focused on understanding the unique work, expertise, and perspectives of each department. Facilitated meetings were held with departments across the organization to explore how employees viewed the City's purpose, the values that guide their work, and the strengths and limitations of the existing mission, values, and goals. These conversations informed a staff feedback analysis and the development of revised organizational statements that reflected the themes emerging across departments.

During the second phase, employees from across the organization came together to review the revised mission, values, and goal statements that were developed from the departmental feedback. Through facilitated discussion, participants considered multiple versions, identified areas of agreement, and worked toward consensus on the statements that best represented the City's shared purpose, priorities, and aspirations.

The final organizational statements reflect the collective expertise, experience, and consensus of employees across departments and provide a shared foundation for organizational culture, decision-making, strategic planning, and public service.

Mission

The City of Essex Junction serves and supports the community through trusted public service, responsible stewardship, collaboration, and care for the people, places, land, resources, and systems that sustain our community.

Values

Value	Definition
Stewardship	We care for the people, places, land, resources, and systems that sustain our community and support everyone's ability to participate, belong, and thrive now and for future generations.
Collaboration	We work together to support one another and serve the community.
Service with Humanity	We provide respectful, responsive, and accessible service by planning for the different needs, strengths, cultures, and experiences of the people we serve and work alongside.

Organizational Goals

1. **Plan for and deliver** reliable, accessible, and sustainable public services that account for the evolving needs and interests of our community.
2. **Create a healthy workplace** where employees with different experiences and perspectives are supported to grow, collaborate, and build long-term capacity to serve the community.

Appendix A. Phase I: Department Discovery and Feedback

Purpose

The purpose of Phase I was to understand how employees across departments define the City's purpose, describe the values that guide their work, and envision the organization's future direction. This phase was designed to ensure that any revisions to the mission, values, and goals reflected the lived experience and expertise of those who carry out the City's work every day.

Process

Facilitated meetings were conducted with departments across the City of Essex Junction. During each session, employees discussed:

- The purpose and impact of their department within the community.
- The unique expertise, responsibilities, and contributions of their work.
- The values that guide how they serve residents, visitors, businesses, and one another.
- Strengths and limitations of the City's existing mission, values, and goals.
- Language they believed more accurately reflected the City's work, culture, and aspirations.

In addition to facilitated discussion, participants reviewed the existing organizational statements and provided written and verbal feedback on areas that resonated, language that created confusion, and concepts they believed were missing or should receive greater emphasis.

Analysis

Feedback from all departments was compiled and analyzed to identify recurring themes, areas of broad agreement, and opportunities to strengthen the clarity, inclusiveness, and relevance of the City's mission, values, and goals. Both substantive feedback (ideas, concepts, and priorities) and structural feedback (clarity, tone, organization, and wording) were considered.

Several themes emerged consistently across departments:

- Supporting a safe, connected, and thriving community.
- Trusted, responsive, and accessible public service.
- Stewardship of people, places, land, resources, infrastructure, and organizational systems.
- Collaboration across departments and with the community.
- Service that recognizes and responds to the different needs, strengths, cultures, and experiences of community members.
- A healthy workplace that supports employees, values different perspectives, and builds long-term organizational capacity.

These findings informed the development of revised mission, values, and goal statements that were presented to employees during Phase II for organization-wide review, discussion, refinement, and consensus.

Appendix B. Phase II: Organization-Wide Review and Consensus Building

Purpose

The purpose of Phase II was to engage employees from across the City of Essex Junction in reviewing the revised mission, values, and goals developed from the Phase I departmental feedback. This phase provided an opportunity for staff to evaluate the proposed language, build a shared understanding across departments, and reach organizational consensus on the final statements.

Process

Forty-nine employees representing departments across the City participated in an organization-wide review session.

Participants first rotated through stations for the mission, values, and organizational goals. At each station, employees reviewed multiple language options developed from Phase I, discussed the strengths and tradeoffs of each, and voted for the statements they believed best reflected the City's purpose, values, and future direction.

The initial voting identified areas of broad agreement while highlighting a small number of statements that would benefit from additional discussion and refinement.

Before final decisions were made, participants were intentionally reorganized into **mixed-department groups**. This allowed employees to discuss the proposed statements with colleagues from different functional areas, hear perspectives outside of their own departments, and consider how the language reflected the work of the organization as a whole. The cross-department discussions strengthened shared understanding, surfaced additional insights, and helped participants distinguish between language that reflected individual departmental priorities and language that best represented the City collectively.

Following these discussions, revisions were made where appropriate, including the development of hybrid language that combined the strongest elements of multiple options. The revised statements were then presented to the full group for final confirmation and consensus.

Results

Mission

The initial review demonstrated strong support for both mission statement options presented, with one option receiving **27 votes** and the other receiving **18 votes**. During the mixed-department discussions, participants recognized strengths in both versions and supported combining their preferred elements into a single hybrid statement.

The revised hybrid mission was then presented to the full group for final confirmation.

- **42 participants** indicated they could support the hybrid mission.
- **0 participants** opposed adoption of the hybrid statement.

This process resulted in unanimous consensus among participants who voted on the final mission.

Values

Participants demonstrated clear agreement on the three organizational values identified through Phase I:

- **Stewardship**
- **Collaboration**
- **Service with Humanity**

Discussion during the mixed-department conversations focused primarily on refining the definitions of **Stewardship** and **Collaboration**.

For **Stewardship**, participants reviewed three proposed definitions. One option received strong initial support (**30 votes**), while the remaining two options each received **9 votes**. Rather than selecting a single definition unchanged, participants identified language across the options that they believed strengthened the final statement. The adopted definition therefore reflects a hybrid approach that incorporates stewardship of people, places, land, resources, and systems while emphasizing community participation, belonging, and long-term sustainability.

Similarly, participants refined the definition of **Collaboration** through discussion before reaching consensus on the final wording.

The definition of **Service with Humanity** received broad support and required only minor refinement.

Organizational Goals

Participants also demonstrated strong agreement regarding the City's organizational priorities.

Consistent with the themes identified during Phase I, employees affirmed that the City's goals should balance two complementary areas of focus:

- Delivering reliable, accessible, and sustainable public services that account for the evolving needs and interests of the community.
- Creating a healthy workplace where employees with different experiences and perspectives are supported to grow, collaborate, and build long-term capacity to serve the community.

While participants discussed wording refinements, there was broad agreement that these two goals reflected the City's priorities by balancing community outcomes with organizational capacity.

Outcome

The Phase II process moved beyond selecting preferred language to building shared ownership of the City's mission, values, and goals. By combining individual review, organization-wide feedback, and structured cross-department dialogue, participants developed organizational statements that reflect both the expertise of individual departments and a shared vision for the City of Essex Junction. The resulting mission, values, and goals represent the collective consensus of employees across the organization and provide a common framework for decision-making, organizational culture, and service to the community.



MEMO

To: City Council

From: Regina Mahony, City Manager

Meeting Date: August 26, 2026

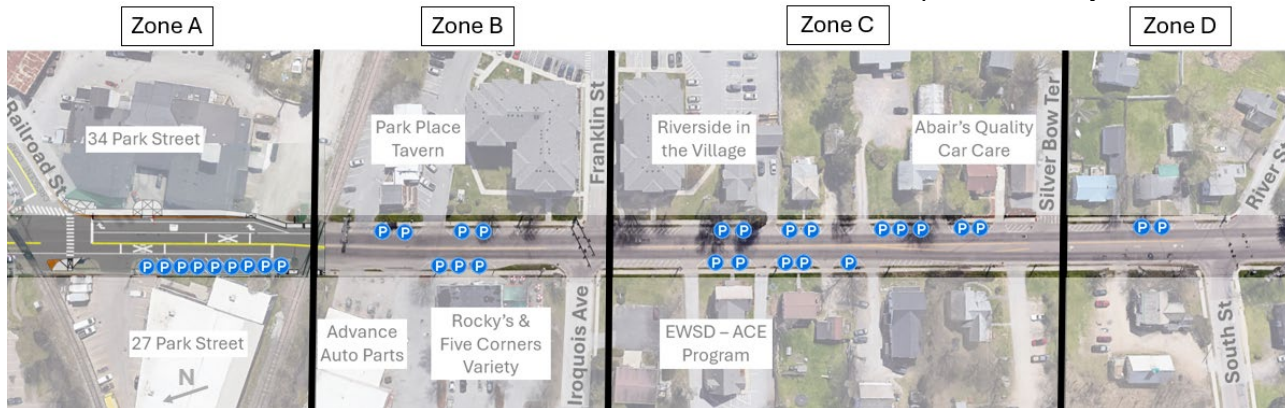
Agenda Item: Park Street Complete Street Improvements – Bid Authorization and Ordinance Amendment Introduction

ISSUE: To authorize a contract to build the Park Street Complete Street project, and to begin the ordinance amendments that go with it.

DISCUSSION:

On April 29, 2026 the Council selected the following preferred alternative for the Park Street Complete Streets project:

- **Alternative 1 – Buffered Bike Lanes:** Remove all on-street parking in Zones B, C, and D; reduce vehicle travel lanes to 11 feet; add 7-foot bike lanes with 4-foot painted safety buffers on both sides.



Final design is complete. This project was put out to bid for the road striping. One bid was received, for \$19,673.50. The bid package sets a completion deadline of October 30, 2026.

Paint alone does not finish the job. The on-street parking spaces being removed are listed in Chapter 8 of the Municipal Code, and they stay legally in place until Council amends the ordinance. Draft amendments are attached. They do four things:

- Rewrite the Park Street entries in Section 802 to match the new design, removing parking on the west side between the northerly railroad tracks and the Williston line, and on the east side for its entire length.
- Remove the one-hour parking limit on the west side of Park Street between Iroquois Avenue and 37 Park Street in Section 803, since those spaces are going away.
- Add a technical fix to Section 835 so a driver maneuvering into a parallel parking space is not in violation for crossing a bike lane. Without it, the ordinance would forbid something drivers have to do to

- park legally elsewhere in the City.
- Add a stop sign on Pine Court at West Street to Section 848.

The Pine Court stop sign is unrelated to the bike lanes. The City engineer reviewed the intersection in July and recommended a stop sign and painted stop bar, due to limited sight distance at the intersection. The full analysis is attached. Since stop signs also live in Chapter 8 this is a good time to also make that change.

ORDINANCE AMENDMENT PROCESS:

Amending an ordinance takes the same steps as adopting one:

1. Council votes to move the proposed amendments forward.
2. Council holds at least one public hearing before adopting. If Council changes the proposal after that hearing, a second hearing is required.
3. After adoption, the City publishes the amendment or a short summary in a local newspaper, along with notice of the public's right to petition.
4. If no petition is filed, the amendment takes effect 60 days after adoption. Voters can petition for a vote on the change, which takes signatures from more than 5 percent of voters, filed within 44 days of adoption.

Staff recommend warning the public hearing for Wednesday, September 9, 2026 at 6:30 p.m. On that schedule, if Council adopts on September 9 and no petition is filed, the amendments take effect in early November.

These amendments are subject to review by the Essex Police Department and the City Attorney. If that review is not complete before the Council meeting, staff will ask Council to set a later hearing date.

COST:

The cost for this work is \$19,673.50. No curb or utility work is required, however road striping is needed. It was not possible to align this work with the City's annual lane restriping program. There is \$10,000 in the capital plan for FY27 for this project. In addition, the Bike Walk Advisory Committee has decided that their full annual budget of \$10,000 could be used for this project. There is also \$10,000 in the capital plan for traffic calming. Between these other sources there is enough funding to cover the cost of this project.

RECOMMENDATION:

Staff recommend awarding the contract and warning the public hearing on the Chapter 8 amendments for September 9, 2026.

RECOMMENDED MOTIONS:

"I move that the City Council authorize the City Manager to enter into a contract with K5 Marking, LLC for \$19,673.50 for the Park Street Complete Street Improvements project."

"I move that the City Council warn a public hearing for September 9, 2026 at 6:30 p.m. to consider amendments to Chapter 8 of the Municipal Code relating to on-street parking on Park Street, bicycle lane provisions, and a stop sign on Pine Court at West Street."

ATTACHMENTS:

- Bid Tabulation and Recommendation of Award, Donald L. Hamlin Consulting Engineers, August 20, 2026
- Draft Chapter 8 Amendments

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

Please reply to:

P.O. Box 9
Essex Junction
Vermont 05453

136 Pearl Street
Essex Junction, Vermont

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

August 20, 2026

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

Re: City of Essex Junction Park Street Restriping project
Recommendation of Award

Dear Ms. Mahony:

Please find enclosed a copy of the bid tabulation for the City of Essex Junction Park Street Restriping project. We received a bid from K5 Marking, LLC in the amount of \$19,673.50. We have reviewed the bid submitted and find it responsive and find K5 Marking, LLC a responsible bidder.

We have spoken with a representative of K5 Marking, LLC and they have assured us that they wish to complete the project. Accordingly, we recommend that K5 Marking, LLC be awarded the contract for this project.

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

Respectfully,



Jeffrey P. Kershner, P.E.
President

Enc.

Cc: Rick Jones, Public Works Superintendent

City of Essex Junction
Park Street Restriping
Bid Tabulation

8/20/2026

K5 Marking, LLC

ITEM	QUANTITY	UNIT
1) Removal of Existing 4" Lines	3,200	lf
2) Removal of Existing Symbol/Word Marking	2	ea
3) Crosswalks (Length across street, not total length of bars)	295	lf
4) Stop Bars (24" white)	90	lf
5) Do Not Block (4" white)	200	lf
6) Yellow Line (4" Solid)	1,960	lf
7) Yellow Line (8" Solid)	75	lf
8) White Line (4" Solid)	3,680	lf
9) White Line (4" Dashed) (does not include open spaces)	20	lf
10) White Line (8" Solid)	380	lf
11) Symbols/Words (Bike & Arrow)	9	ea
12) Symbols/Words (Shared Lane Marking)	1	ea
13) Symbols/Words (Green colored pavement)	680	sf
14) Symbols/Words (Left/Straight/Right Arrow)	3	ea
15) Symbols/Words (Straight-Left/Straight-Right Arrow) (SL/SR arrow combination paid as one item)	2	ea
16) Railroad Crossing Markings (Transverse Bars, X, and RR Letters)	1	ea
17) Traffic Control	1	ls
18) Mobilization/Demobilization	1	ls

UNIT PRICE	TOTAL
\$ 1.25	\$ 4,000.00
\$ 100.00	\$ 200.00
\$ 11.00	\$ 3,245.00
\$ 4.00	\$ 360.00
\$ 0.55	\$ 110.00
\$ 0.55	\$ 1,078.00
\$ 1.10	\$ 82.50
\$ 0.55	\$ 2,024.00
\$ 0.55	\$ 11.00
\$ 1.10	\$ 418.00
\$ 200.00	\$ 1,800.00
\$ 100.00	\$ 100.00
\$ 4.00	\$ 2,720.00
\$ 75.00	\$ 225.00
\$ 100.00	\$ 200.00
\$ 200.00	\$ 200.00
\$ 1,900.00	\$ 1,900.00
\$ 1,000.00	\$ 1,000.00

Bid Total = \$ 19,673.50

**CITY OF ESSEX JUNCTION, VT
MUNICIPAL CODE
CHAPTER 8
AN ORDINANCE RELATING TO MOTOR VEHICLE REGULATIONS**

ALL ORDINANCES CONTROLLING ITEMS OF STREET PARKING, STOP SIGNS, TRAFFIC LIGHTS, SPEED LIMITS, AND ETC. HAVE BEEN COMBINED UNDER THIS CHAPTER.

SECTION 801. PARKING:

There shall be no parking of motor vehicles, of any kind, within the public right-of-way on either side of the following named public streets and described areas:

Brickyard Road - from Main Street in an easterly direction for a distance of 225 feet to Sugartree Lane and from the east entrance of East Creek Condominiums to the east entrance of #60 Brickyard Road.

Crestview Road - from Main Street in a westerly direction for a distance of 100 feet.

Mill Street – its entire length.

Robinson Parkway – its entire length.

Hillcrest Road - from its intersection with Prospect Street for a distance of 90 feet in a southerly direction (1/28/03).

Iroquois Avenue - westward 60 feet from Park Street.

Lincoln Street - from the 5 corners to Lincoln Place.

Lincoln Terrace - its entire length.

Main Street - From Five Corners northeasterly for 100 feet; Southwesterly of the railroad tracks for a distance of 100 feet; northeasterly of the railroad tracks for a distance of 290 feet; 25 feet west of Pleasant Street to the City limits.

Memorial Way - its entire length.

Maple Street - its entire length.

~~**Park Street** - on the west side, from the Five Corners for 600 feet (after the driveway of 27 Park Street). On the east side of Park Street, from the Five Corners to the southerly railroad tracks. (adopted 4/10/00) (Amended Sept. 2024)~~

Park Terrace - its entire length.

Pearl Street - its entire length.

Prospect Street - westward 200 feet from Lincoln Street.

River Street - its entire length.

Rivendell Drive - within 200' of Maple Street.

South Summit Street - from Pearl to the railroad tracks.

Summit Street - north of Pearl on the west side and on the easterly side from the main entrance of Summit Street School to the driveway of #19 Summit Street. (amended 4/27/99).

SECTION 802:

There shall be no parking of motor vehicles, of any kind, within the public right-of-way on the side of the street so designated on the following streets:

Beech Street – on the west side of the street extending 20' on either side of the curb cut for Sweetwater Lane and the Countryside Pool.

City of Essex Junction, VT
Municipal Code

Church Street - on the east side, beginning at the church driveway and extending northerly to Main Street.

Church Street - on the west side from Main Street in a southerly direction for a distance of 100 feet.

Grove Street - on the westerly side between Central and Main Street.

Hiawatha Avenue - on the west side from Owaissa Ave. to Nahma, and on the east side from the north property line of 26 Hiawatha to the fire hydrant in front of Hiawatha School, between the hours of 7:30 - 8:30 a.m. and 2:30-3:30 p.m. when school is in session. The School Department has the authority to post this area as a no parking zone during evening assemblies. Residents of the west side of Hiawatha are exempt from this ordinance. (adopted Jan. 12, 1993, amended 8/28/07)

Lincoln Street - on the west side from the 5 corners to 210 feet north of Lincoln Terrace.

Lincoln Street - on the west side from Prospect Street to a point northerly for a distance of 125 feet.

Lincoln Street - on the west side for a distance of twenty-five feet north of the driveway at 44 Lincoln Street.

Maplewood Lane - on the westerly side of within 500 feet of its intersection with Maple Street.

Park Street -- On the west side from the Five Corners for approximately 550 feet (up to the northerly railroad tracks adjacent to 21 Park Street); from the southerly railroad tracks adjacent to 37 Park Street to the municipal border with Williston on the west side for a distance of 87 feet at the corner of Iroquois Avenue in front of 47 Park Street.; (adopted 10/27/92) (amended XXXX.2026)

On the east side of Park Street, from the Five Corners to the southerly railroad tracks. (adopted 4/10/90) or its entire length (Amended Sept. 2024 & XXXX.2026)

Prospect Street - on the north side from Hillcrest to Lincoln Street. On the south side from the intersection of Summit Street to the westerly end of the property line for 36 Prospect Street, between the hours of 2PM and 3:30 PM Monday through Friday from August 15th through June 30th of the following year (Amended 1/28/03).

Railroad Street - on the east side.

School Street - north of Pearl Street on the east side, from Pearl Street in a northerly direction on the west side for a distance of 200 feet between the hours of 7-9 a.m. and 2:30 - 6 P.M., on the south side of Pearl Street on the east side from Pearl Street to Park Terrace and south of Pearl Street on the west side for a distance of 70 feet.

South Street - on the north side from West Street to Nahma Avenue.

SECTION 803. LIMITED TIME PARKING:

Central Street: There shall be a fifteen (15) minute parking limit between Lincoln Street and the railroad tracks (Amended 10/28/03).

Lincoln Place: There shall be a parking limit of 1 hour on both sides of Lincoln Place from 8:00 a.m. to 5:00 p.m. and a parking limit of 2 hours on both sides of Lincoln Place from 5:01 p.m. to 7:59 a.m. with the exception of 1 parking space at the curb cut on the north side behind 22 Railroad Avenue, and the 9 parking spaces on the North side east of Lincoln Street and the driveway between the Federal Building and 22 Railroad Avenue.

Main Street: There shall be a parking limit of one hour on both sides of Main Street from Pearl Street, northeast to the railroad tracks. In addition to the above 1-hour limit,

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City of Essex Junction, VT
Municipal Code

the two parallel parking spaces located northeast of Memorial Way on Main Street shall be designated "No Parking Midnight to 9 A.M.". (amended 11/09/93 & 5/14/02)

~~Park Street: There shall be a one hour parking limit on the westerly side between Iroquois Avenue and the driveway opening for 37 & 39 Park Street. (added 9/26/06)~~

Commented [MG1]: Remove if Alternative 1 is selected

Railroad Avenue: There shall be a parking limit of 1 hour on both sides of Railroad Avenue from 8:00 a.m. to 5:00 p.m. and a parking limit of 2 hours on both sides of Railroad Avenue from 5:01 p.m. to 7:59 a.m. This ordinance shall apply to all sections of Railroad Avenue between Central Street and Main Street, with the following exceptions:
(1) There will be No Parking on the eastern side of Railroad Avenue from Central Street south for a distance of 140'; this area shall be for "Bus Parking Only", and.
(2) For that portion of Railroad Avenue located on the eastern side of Railroad Avenue which lies between the Railroad Station and a point which is 185' north of Main Street there shall be no parking restrictions.

(3) Commercial Exemption: Those businesses on Railroad Avenue which can demonstrate that the nature of their business requires that heavy items be moved from a business vehicle to the store throughout the day can apply to the Council for a maximum of one permit which would exempt them from the one-hour day time parking limit on Railroad Avenue. This permit would be good for one year and would be subject to revocation by the City Manager for cause.

Summit Street: There shall be a 15-minute parking limit on the easterly side from the Summit Street School's southerly driveway to the main entrance of Summit Street School during the hours of 7:30 a.m. to 4:30 p.m., Monday through Friday, from September 1 through June 15. (amended April 27, 1999)

SECTION 804. RESIDENT ONLY PARKING:

No person shall park any vehicle, except vehicles with a valid residential parking permit and clearly identifiable service or delivery vehicles, on any street designated as residential parking.

(a) Streets designated as residential parking at all times include:

1. Old Colchester Road (from North Street to the Town of Essex line)

(b) Streets designated as residential parking Monday through Friday, 7:00 AM to 3:00 PM, September 1st through July 1st include:

1. Drury Drive

2. Drury Drive Extension;

3. Upland Road;

4. Meadow Terrace;

5. Brookside Avenue;

6. Crestview Road;

7. Grove Street (between North Street and Central Street);

8. North Street.

(c) The City Clerk shall annually issue two residential parking permits for each Dwelling Unit on a designated street. A Dwelling Unit shall mean a dwelling structure, or portion thereof, designed, constructed or used as living quarters for persons, and which includes facilities for food preparation, sleeping and sanitation.

(d) Residential parking permits shall be displayed on the left-hand side of the dashboard of

City of Essex Junction, VT
Municipal Code

any vehicle parked in a street that requires a residential parking permit during the times described above in Section 804 (a) and (b).

(e) Vehicles parked as permitted under this section shall be subject to all other parking requirements of the City of Essex Junction Municipal Code.

Section 804 adopted by Trustees October 13, 1998, amended 10/25/00, 7/11/06 and 11/13/2024.

SECTION 810. OTHER PARKING RESTRICTIONS:

(a) There shall be no parking at any time on any street within the 20 feet of an intersection with another street or designated crosswalk unless otherwise provided.

(b) There shall be no parking at any time within 6 feet of any fire hydrant.

(c) There shall be no parking at any time to block any portion of a public sidewalk.

(d) There shall be no parking, on any public highway, in any manner, so that the parked vehicle would prevent the passage of fire trucks, rescue or other emergency vehicles.

(e) There shall be no parking at any time within any public street wherein the driver's side of the vehicle is next to the property, sidewalk, curb, or road edge, except on one-way streets.

(f) There shall be no parking, at any time, on any City Street blocking any designated driveway or part thereof.

(g) No person shall park or leave unattended a vehicle of any type in any designated fire lane or bike lane.

SECTION 815. WINTER PARKING BAN:

No person shall between the hours of 12 midnight and 7:00 a.m. park or leave unattended a vehicle of any type on any street, road, or right-of-way in the City of Essex Junction from December 1 through April 1.

SECTION 818. CITY PARKING LOTS:

The following regulations shall apply to parking lots operated by the City:

(a) The City Council may, by resolution, designate not more than 50% of the parking spaces in any lot as "Reserved" and establish fees for the use of RESERVED parking spaces.

(b) Any parking space designated as "Reserved" will be clearly marked and will be unavailable for public parking at all times. "Reserved" spaces shall not be sublet.

(c) The City Council, or their designee, may authorize the use of RESERVED parking spaces by specific individuals upon payment to the City of the established fee. Such individuals must display a parking permit issued by the City when using a RESERVED parking space.

(d) No parking shall be permitted in City parking lots between the hours of Midnight and 6 a.m. The Council may exempt designated spaces from this limitation. (Adopted 10/12/93)

SECTION 820. TEMPORARY PARKING BAN:

No person shall park or leave unattended a vehicle of any type on any street, road, or right-of-way in the City of Essex Junction that has been closed for the purpose of cleaning, clearing, oiling, repairing, surfacing a street, Special Events, parades, or pruning or removing trees. The

City of Essex Junction, VT
Municipal Code

City Public Works, Essex Junction Fire, or Essex Police departments may close such a street to the parking of vehicles by causing signs to be posted thereon in conspicuous locations indicating the prohibition of parking thereon and the hours the parking ban is in effect.

~~For the purposes of this Section, "Special Events" shall include, but not be limited to, the Annual City Block party and the Five Corners Farmers Market.~~

SECTION 825. VIOLATION DEEMED NUISANCE – NOTICE, TOWING & CHARGES:

- (a) The parking or leaving any vehicle in violation of this Chapter is hereby declared to be a public nuisance.
- (b) In any matter, proceeding, notice, hearing or violation where proof of ownership of a vehicle is required under this Chapter, the name of the person, rental agency or company to whom the vehicle is registered ("Registrant") shall serve as prima facie evidence that such Registrant was in control of the automobile at the time of the violation.
- (c) A violation notice shall be issued by law enforcement in writing on an official form securely attached to the vehicle, and indicate the following: the specific nature of violation; the time of the violation; the date of the violation; the location of the violation; the registration number of the vehicle, and other information the issuing officer deems appropriate.
- (d) "Parking," in this Chapter means leaving a vehicle at rest with or without an operator in attendance unless otherwise provided.
- (e) The Public Works Department, or Fire Department of the City of Essex Junction, or any lawful police official within the State of Vermont, are hereby authorized to remove and tow away, or have removed and towed away by commercial towing service, any vehicle parked in violation of this Chapter, or where such vehicle creates or causes a traffic hazard, blocks the use of fire hydrants, obstructs or may obstruct the movement of emergency vehicles, or interferes with the free flow of traffic or has three or more unpaid violations. In addition to towing, a police officer may issue a ticket as described in sub-section (g) below.
- (f) A vehicle towed for violation of this Chapter may be redeemed by its owner upon payment of all towing charges, fees, storage charges, or other expenses incurred in the moving of the vehicle, except that the charge of towing each vehicle shall not exceed an amount established by the City Manager. The operator of the commercial towing service may hold such vehicle until such charges have been paid. In addition, any vehicle towed due to three or more outstanding violations shall be required to pay all fines prior to their vehicles being released by the commercial towing service.
- (g) Any person who violates a provision of this Chapter may be ticketed Twenty-Five Dollars per violation (\$25.00) by a police official.
- (h) Under certain circumstances (i.e. in order to clear streets for special events) the City may choose to have a vehicle towed to a location other than a commercial storage facility and may elect to bear the cost of towing.

SECTION 830. ONE WAY STREETS:

It is hereby prohibited to operate a vehicle, motorcycle or other form of common conveyance in the following directions on the following streets or roads:

- (a) Easterly between Lincoln Street and Main Street in front of TD Bank;

City of Essex Junction, VT
Municipal Code

- (b) Southerly on Summit Street;
- (c) Westerly on Prospect Street between Lincoln and Summit Streets;
- (d) Northerly on School Street, north of Pearl Street between Pearl Street and Lincoln Terrace;
- (e) Easterly on Lincoln Place between Railroad Street and Lincoln Street;
- (f) Easterly on Park Terrace from School Street for 245 feet east;
- (g) Westerly on Mill Street; and
- (h) Southerly on Ivy Lane between Main Street and Central Street.

On the streets of Essex Junction designated as one-way streets and, on those streets, where, by appropriate pavement or street markings, more than one lane of traffic is designated in the same direction, it shall become lawful to overtake, and pass said vehicle proceeding in the same direction on either side thereof. The operator of any such vehicle, upon any such street shall, before turning his vehicle from one traffic lane into another traffic lane, indicate by hand signal or directional light, his intentions so to do, and shall turn into the other lane only after using due care and caution to avoid accidents. When traffic lanes are so marked to indicate their use for a right turn only, left turn only, through traffic only, or a combination of the above of same, no person shall operate a vehicle except in the direction so indicated by such markings.

SECTION 835: BICYCLE PATH

No motorized vehicle of any type shall operate on any bicycle lane or path, trail or sidewalk or municipal open space, except for a vehicle entering or exiting a driveway or maneuvering to parallel park (with the understanding that motorists shall yield to pedestrians or bicyclists using the bike path). (Amended 11/14/00, 10/23/01, 6/10/03, & 11/13/2024. & XXXX.2026)

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SECTION 840: PROHIBITED RIGHT-HAND TURNS

- (a) No Vehicle of any type, motorcycle or other form of common conveyance shall make a right-hand turn at any time at the following locations:
 - (1) The stop bar at the Five Corners from Main Street onto Lincoln Street. (adopted June 22, 1993), and
 - (2) From River Street onto Stanton Drive.
 - (b) No Vehicle of any type, motorcycle or other form of common conveyance shall make a right hand turn at times when an illuminated sign indicating NO TURN ON RED is displayed to drivers at the following locations:
 - (1) From Pearl Street onto Park Street (at the Five Corners Intersection);
 - (2) From Park Street onto Maple Street (at the Five Corners Intersection);
 - (3) From Maple Street onto Main Street (at the Five Corners Intersection);
 - (4) From Lincoln Street onto Pearl Street (at the Five Corners Intersection);
 - (5) From Railroad Street onto Park Street;
 - (6) From South Summit Street onto Pearl Street, and
 - (7) From Pearl Street onto South Summit Street.
- (Subsection b, 1-4 & 6-7 adopted 3/14/00, 5 adopted 11/13/2024)

SECTION 841: PROHIBITED LEFT-HAND TURNS:

- (a) No Vehicle of any type, motorcycle, or other form of common conveyance shall make a left-hand turn at any time at the following locations:

City of Essex Junction, VT
Municipal Code

- (1) From the westbound lane of Pearl Street between the Five Corners (intersection of Routes 15, 2A & 117) and a point 155 feet westerly of the intersection of Pearl and Park Streets;
- (2) From Main Street into the driveway between 4 and 10 Main Street. (adopted 4/10/90);
- (3) At the Five Corners from Main Street onto Maple Street. (Adopted 4/10/90);
- (4) From the Park Street driveway of 1 Maple Street onto Park Street. (Adopted 12/9/97), and
- (5) From Maple Street onto Park Street. adopted 11/13/2024

SECTION 846: SPEED LIMITS

No vehicle of any type, motorcycle or other form of common conveyance shall be operated at a speed in excess of that listed below and posted on the streets named. The speed limit on the following streets shall be 25 mph with exceptions noted with an asterisk*:

ABNAKI AVENUE	GRANDVIEW AVENUE	OAK STREET
ACORN CIRCLE	GRANT STREET	OLD COLCHESTER
ALGONQUIN AVENUE	GREENWOOD AVE	ONEIDA AVENUE
ARLINGTON STREET	GROVE STREET	ONONDAGA AVENUE
ASPEN DRIVE	HAWTHORN CIRCLE	ORCHARD TERRACE
ATHENS DRIVE	HAYDEN STREET	OWAISSA AVENUE
BEECH STREET	HIAWATHA AVENUE	PARK AVENUE
BRIAR LANE	HILLCREST ROAD	PARK STREET
BRICKYARD ROAD	HUBBELLS FALLS DR	PARK TERRACE
BROOKS AVENUE	HURON AVENUE	PEARL STREET ***
BROOKSIDE AVENUE	IROQUOIS AVENUE	PINE COURT
BROWNELL DRIVE	JACKSON STREET	PLEASANT STREET
CAMP STREET	JONES AVENUE	PROSPECT STREET
CASCADE COURT	JUNIPER RIDGE RD	RAILROAD AVENUE
CASCADE STREET	KILLORAN DRIVE	RAILROAD STREET
CASCADNAC AVENUE	KILN ROAD	REDWOOD TERRACE
CENTRAL STREET	LAMOILLE STREET	RIVENDELL DRIVE
CHEROKEE AVENUE	LINCOLN PLACE	RIVER STREET ****
CHERRY STREET	LINCOLN STREET *	ROSEWOOD LANE
CHURCH STREET	LINCOLN TERRACE	ROTUNDA AVENUE
CLEMS DRIVE	LOUBIER DRIVE	SCHOOL STREET
CORDUROY ROAD	MAIN STREET **	SENECA AVENUE
COUNTRYSIDE DRIVE	MANSFIELD AVENUE	SILVERBOW TERR
CREE AVENUE	MAPLE STREET	SOUTH STREET
CRESTVIEW ROAD	MAPLEWOOD LANE	SOUTH HILL DRIVE
CURTIS AVENUE	MASON ROAD	S. SUMMIT STREET
DENSMORE DRIVE	MCGREGOR STREET	SOUTHVIEW ROAD
DRURY DRIVE	MEADOW TERRACE	STANTON DRIVE
EAST STREET	MILL STREET	SUGARTREE LANE
EAST WILLIAMS ST	MOHAWK AVENUE	SUMMIT STREET
EDGEWOOD DRIVE	MURRAY ROAD	SYCAMORE LANE
EDUCATIONAL DRIVE	NAHMA AVENUE	TAFT STREET
ELM STREET	NORTH STREET N.	TAMARACK DRIVE
FAIRVIEW DRIVE	HILLCREST ROAD	TYLER DRIVE

City of Essex Junction, VT
Municipal Code

UPLAND ROAD	WENONAH AVENUE	WILLEY'S COURT
VALE DRIVE	WEST STREET	WILLIAMS STREET
VILLA DRIVE	WEST STREET EXT.	WOODS END DRIVE
WARNER AVENUE	W. HILLCREST ROAD	WRISLEY STREET
WAVERLY STREET	WILKINSON DRIVE	

* Lincoln Street, from the five corners the limit shall be 25 mph, from North Street to the City limit, the limit shall be posted by the Vermont Agency of Transportation.

** Main Street, from the Five Corners to the Indian Brook, the limit shall be 25 mph, from Indian Brook to the City limits the limit shall be 30 mph. (amended April 14, 1998)

*** Pearl Street, from the Five Corners to 110 Pearl Street (Wendy's restaurant), the limit shall be 25 mph in both directions. In the westbound direction, from 110 Pearl St (Wendy's restaurant) to West Street Extension, the limit shall be 30 mph. From West Street Extension to Susie Wilson Road in the westbound direction, the limit shall be 45 mph. In the eastbound direction from Susie Wilson Road to approximately 300 feet west of West Street Extension, the limit shall be 45 mph. From approximately 300 feet west of West Street Extension to Warner Avenue in the eastbound direction, the limit shall be 35 mph. From Warner Avenue to 110 Pearl St (Wendy's restaurant) in the eastbound direction, the limit shall be 30 mph.

**** River Street, the limit shall be 35 mph.

SECTION 847:

Emergency vehicles while in the performance of an emergency are exempt from the provisions of this Ordinance.

SECTION 848: STOP SIGNS

The operator of any vehicle, motorcycle, or other form of common conveyance shall come to a full stop before entering any intersection from any street, avenue, or road upon which there is a stop sign facing in his/her direction. The operator shall not proceed until the intersection is clear.

Stop signs shall be erected on the streets, avenues, and roads at intersections listed below:

On Abnaki Avenue (on both sides) @ South Summit St.

On Algonquin Avenue (on both sides) @ Iroquois Ave.

On Aspen Drive @ Beech Street (both intersections)

On Athens Drive @ Main St.

On Beech Street (on both sides) @ Countryside Drive

On Briar Lane (westerly intersection) @ Rosewood Lane

On Brickyard Road @ Main St. and @ Corduroy Rd.

On Brooks Avenue @ Villa Drive and @ Warner Ave.

On Brownell Drive @ West St.

On Camp Street @ Maple St.

On Cascade Court @ Cascade St.

On Cascade Street @ Park Street and

At Cascade Street On road from Wastewater Treatment Plant.

On Central Street @ Lincoln Street and @ Educational Ctr Dr.

On Central Street (on both sides) @ Grove Street

On Cherokee Avenue (on both sides) @ South Summit St.

City of Essex Junction, VT
Municipal Code

On Cherry Street (on both sides) @ South Summit St.
On Cherry Street @ the Merchants Bank Driveway
On Church Street @ Main St. and @ East St.
On Clems Drive @ West St.
On Corduroy Road @ Beech St. and @ Briar Lane.
On Countryside Drive @ Brickyard Rd and at the north intersection with Beech Street.
On Crestview Road @ Drury Drive and @ Main St.
On Curtis Avenue @ Pearl St.
On Densmore Drive @ Main St. and @ Brickyard Rd.
On Doon Way @ South St.
On Drury Drive @ Educational Center Drive
On East Street @ Maple St. and @ Pleasant St.
On Educational Center access road @ Old Colchester Rd.; Main St.; Drury Dr; and Central St.
On Elm Street @ Maple Street
On Fairview Drive @ Main Street
On Grant Street @ Maple St. and @ Jackson St.
On Greenwood Avenue @ Cascade Ct.
On Grove Street (on both sides) @ Central St.
On Grove Street @ North St. and @ Main St.
On Hawthorn Circle (both intersections) @ Fairview Drive
On Hayden Street @ West Street
On Hayden Street @ the southerly intersection of Wilkinson Dr
On Hiawatha Avenue @ West Street
On Hillcrest Road @ Pearl St. and @ Prospect St.
On Hubbells Falls Road @ Beech Street and @ Juniper Ridge Road
On Huron Avenue @ West Street and @ Mohawk Avenue
On Iroquois Avenue @ South Summit St.
On Jackson Street @ exit from public Works Complex
On Juniper Ridge Road @ Fairview Drive
On Killoran Drive @ West St.
On Kings Court @ Maple St.
On Lamoille Street @ East St.
On Lincoln Place @ Railroad Ave.
On Lincoln Terrace @ Lincoln St. and @ School St.
On Locust Lane @ Hubbell=s Falls Drive
On Main Street @ Ivy Lane Parking Lot.
On Mansfield Avenue @ Maple St. and @ Brickyard Rd.
On Maplewood Lane @ Maple St.
On MacGregor Street @ Jackson St.
On Meadow Terrace @ Drury Drive
On Mohawk Avenue @ South Summit St.
On Nahma Avenue @ South St.
On North Street @ Central St., Lincoln St., and Grove St.
On North Hillcrest Road @ Hillcrest Rd.
On Oak Street @ Maple St.
On Old Colchester Road @ North Street.

City of Essex Junction, VT
Municipal Code

On Orchard Terrace @ South St.; @ Iroquois from either direction.
On Owaissa Avenue @ Hiawatha Avenue
On Park Avenue @ Pleasant Street.
On Park Terrace @ Park St. and @ School St.
[On Pine Court @ West Street.](#)
On Pleasant Street @ Main St. and @ Mansfield Ave.
On Prospect Street @ Lincoln St.
On Railroad Avenue @ Central St. and @ Main Street
At Railroad Avenue On the fire lane between 4 & 8 Railroad Ave.
On Railroad Street @ Main Street
On Redwood Terrace @ at Cascade Court
On Rivendell Drive @ Maple St. and @ Briar Lane
On Rosewood Lane (at the easterly end) @ Briar Lane and @ Mansfield Ave.
On School Street @ Pearl St. from either direction
On School Street @ Lincoln Terrace (to stop vehicles traveling
from the Holy Family church parking lot).
On Seneca Avenue (both sides) @ South Summit St.
On Silver Bow Terrace @ Park St.
On South Street (east and west bound) @ West St. and @ South St.
On South Hill Drive @ Southview Rd.& @ Redwood Terrace (both sides)
On South Summit Street @ West Street.
On Southview Road @ South St. and @ Redwood Terrace
On Stanton Drive @ River St.
On Summit Street @ Prospect St.
On Sugartree Lane (both intersections) @ Brickyard Rd.
On Sycamore Lane (both intersections) @ Juniper Ridge Road
On Taft Street @ Main Street
On Tamarack Drive @ Beech Street (both intersections)
On Tyler Drive @ Wilkinson Drive (both intersections)
On Upland Road @ Drury Drive
On Vale Drive @ Brickyard Rd and @ Countryside Drive
On Warner Avenue @ Pearl St.
On Wenonah Avenue @ West Street
On West Street @ South Street and at the northerly intersection with West Street Ext. (to stop
cars approaching from the dead-end section of West Street).
On West Street Extension @ West Street.
On West Hillcrest Road @ Pearl Street
On Wilkinson Drive @ South Street and @ the northerly intersection of Hayden Street
On Willeys Court @ Pearl Street.
On Williams Street @ Willeys Court
On Woods End Drive @ Rivendell Drive and @ Briar Lane
On Wrisley Court @ Wrisley Street
On Wrisley Street @ Jackson St.

SECTION 849: TRAFFIC LIGHTS

Any person operating any type of vehicle, motorcycle, or other form of common

City of Essex Junction, VT
Municipal Code

conveyance shall, when coming upon an intersection wherein there is installed traffic control lights, facing in their direction, adhere to said device as follows:

- (a) If the traffic light is a single light unit showing only amber or yellow or is a unit that is blinking only amber or yellow, proceed with caution through the intersection.
- (b) If the traffic light is a single light unit with the red-light blinking, stop, then proceed with caution through the intersection.
- (c) If the traffic light is showing green, proceed through the intersection.
- (d) If the traffic light is a multi-light device and is showing amber prior to entering the intersection, said individual shall cause such vehicle to stop. If the vehicle has already entered the intersection under an amber condition, said person and vehicle shall proceed with caution. If this traffic light is showing red, then said person shall cause said vehicle to come to a full stop until said device changes to green.

SECTION 850:

Permanent traffic control lights are authorized at the following intersections:

- (a) The intersection of Park and South Streets.
- (b) The intersection of Maple, Pearl, Park, Lincoln and Main Streets, commonly referred to as the Five Corners.
- (c) The intersection of Pearl and South Summit Streets.
- (d) On Pearl Street at the entrance to the shopping centers on either side.
- (e) The intersection of West and Pearl Street.
- (f) The intersection of Pearl Street and Susie Wilson Road.
- (g) The intersection of Maple Street and Railroad Street.
- (h) The intersection of Main Street (Route 15), Crestview, and Brickyard Road.
- (i) On Maple Street at the intersection of Maple Street Extension and Robinson Parkway.
- (j) The intersection of Park Street and Railroad Street.
- (k) On Park Street at the intersection of Iroquois Avenue and Franklin Street.

Other traffic control devices of a mobile or portable nature may temporarily be utilized by the Police Department for emergency situations as they deem necessary.

SECTION 851:

Any person who violates the provisions of this Chapter may receive a Vermont Civil Violation Complaint or be issued a municipal ticket for Twenty Five Dollars (\$25.00) or any other amount as authorized by or set forth in Title 23 of the Vermont Statutes Annotated by a local police official or any other Vermont law enforcement agency authorized to enforce vehicular laws. Appeals, adjudication and payment of tickets shall be handled in the Vermont Judicial Bureau.

SECTION 852: PROHIBITION OF TRUCKS

Motor trucks with a registered vehicle weight in excess of sixteen thousand pounds (16,000 lbs.) shall be prohibited from the following streets in the City:

Cherry Street	North Street
Crestview Road	Park Terrace
Curtis Avenue	School Street
Drury Drive	South Summit Street
Grove Street	South Street, from Park Street to West

City of Essex Junction, VT
Municipal Code

Iroquois Avenue, from Park Street	Summit Street
to South Summit Street	West Street and West Street Extension
Lincoln Terrace	

This article shall not apply to motor trucks making deliveries to or from properties located on such streets or emergency vehicles. This exemption shall also apply to motor vehicles originating from properties located on such streets.

Note: Pursuant to the provisions of 23 V.S.A. Sec. 1042, this ordinance received approval from the Secretary of Transportation on June 13, 1990. (effective July 21, 1990)

SECTION 853. PROHIBITED PASSING:

On Main Street in an easterly direction beginning at Brickyard Road to 161 Main Street.

SECTION 855:

Each of the provisions of this Ordinance are severable and if any provision is held invalid for any reason, the remaining provisions shall not be affected but shall remain in full force and effect.

| *Approved by City Council on 11/13/2024XX/XX/2026*



MEMO

To: Essex Junction City Council

From: Regina Mahony, City Manager

Meeting Date: August 26, 2025

Agenda Item: Executive Session Regarding a Personnel Contract

ISSUE: The issue is whether the City Council will enter executive session to discuss a personnel contract.

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. Personnel matters and 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 personnel contract, pursuant to 1 V.S.A. § 313(a)(1)(A) and 1 V.S.A. § 313(a)(3) to include the City Council, City Manager and HR Director.”



MEMO

To: Essex Junction City Council

From: Regina Mahony, City Manager

Meeting Date: August 26, 2025

Agenda Item: Executive Session to discuss Confidential Attorney-client Communications and Litigation

ISSUE: The issue is whether the City Council will enter executive session to discuss confidential attorney-client communications made for the purpose of providing professional legal services to the body and pending or civil litigation.

DISCUSSION: To have a complete and thorough discussion about this topic, an executive session may be necessary because the premature disclosure of the information may put the City Council and the City at a substantial disadvantage. Confidential attorney-client communications and litigation 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 confidential attorney-client communications regarding a probable litigation would place the city at a substantial disadvantage.”

Motion #2

“I move that the City Council enter into executive session to discuss confidential attorney-client communications regarding probable litigation, pursuant to 1 V.S.A. § 313(a)(1)(E) and 1 V.S.A. § 313(a)(1)(F) to include the City Council and City Manager.”

**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING
MINUTES OF MEETING
August 12, 2026**

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

ADMINISTRATION: Regina Mahony, City Manager; Ron Hoague, Police Chief, Essex Police Department; Lt. Mike Chistolini, Essex Police Department;

OTHERS PRESENT: Marcus Certa, Gwendolyn Evans, Colby LaMarche, Reed Nye, Mike, Resa,

1. CALL TO ORDER

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

2. AGENDA ADDITIONS/CHANGES

None.

3. APPROVE AGENDA

None needed.

4. PUBLIC TO BE HEARD

a. Comments from Public

Michael McDonald noted that they recently moved back to Essex Junction and that they are happy to be here.

5. RECOGNITION

a. Resolution of Appreciation for Erna Deutsch

Councilor Chawla read a resolution of appreciation for Erna Deutsch for their work at the Brownell Public Library, and thanked Erna on behalf of the Council and staff for their work, and expressed hopes for a wonderful retirement.

6. BUSINESS ITEMS

a. *Interview and Consideration of Appointment to the Police Community Advisory Board

The Council interviewed Kolby LaMarche for an open position on the Police Community Advisory Committee. The applicants spoke about their relevant experience, involvement in the community, qualifications, and interest in participating on the Police Community Advisory Committee. Councilors asked the applicant questions related to whether the applicant would be interested in serving on other committees.

b. Department Head Brief to Council with Essex Police Department's Chief Hoague

Chief Hoague and Lt. Chistolini spoke to this agenda item. Chief Hoague began by noting challenges with recruitment to the department, given that they have lost several staff to retirements and movement to other careers. He noted that they have been working with a company from Albany to create video content to broaden the public and potential job applicants' understanding of what it's like to work in the department and what the application process is like. He noted that they currently have 25 out of 31 positions filled, though they will be down to 24 positions shortly. He noted that they still have a full complement of dispatchers and part-time officers. He provided an update on the recently-created crime reduction team, which was formed to address property crime in Essex. Lt. Chistolini spoke further about the crime reduction team, noting that the impetus was repeated theft at several businesses in the community and attempted larceny or trespasses into vehicles. He noted that a group of officers have made contact with a number of businesses to introduce a plan and process for trying to curb these thefts. He noted that they have been seeing a number of repeat offenders, the majority of whom are not from Essex but have ties to Essex. He spoke about challenges that some businesses have due to their own corporate policies around theft, sometimes resulting in delays in investigations. He spoke about attempts to be proactive and have officers on site to intercept potential thefts.

He spoke about challenges with staffing levels to be as proactive as possible with vehicle trespassing. He noted that they have intercepted 4-5 people in the last 6 months in attempted vehicle trespassing, but noted that this continues to be a persistent issue. Councilor Chawla asked how much time this crime reduction team spends on its work, and also asked about the type and level of theft occurring at businesses. Lt. Chistolini said that for one individual who lives in Essex, their retail thefts have been approximately \$1,200 to \$1,500 over the last month, or between \$25 and \$150 per instance. He said that with certain businesses, such as Lowe's, they will compile a number of cases to share with the Police Department, meaning that some of them will already be several weeks old by the time the Police Department is involved. He noted that for non-local offenders, they try to work with other surrounding agencies to assist in locating individuals and issuing them citations. Councilor Chawla asked if the amount of time and resource being put into this team is diverting resources from other Police Department work at a time when the Department is strained in terms of workforce and capacity. Chief Hoague noted that the team conducts this work as it is able to, and isn't diverting resources from other areas. He noted that a retail theft case takes between one and four hours of an officer's time.

Chief Hoague then spoke about crime statistics for 2026 for the Town of Essex and City of Essex Junction. He noted that property crime incidents, other than retail theft, have been on a downward trend since 2024. He said that this is likely due to being proactive about advising the public to lock their vehicles, and that officers have been doing increased patrols at night as they are able to. He also noted that the Chittenden County Accountability Court has resulted in repeat offenders having their cases resolved. He also noted a downward trend in vehicle theft, likely driven by offenders being arrested or no longer being in the area.

Chief Hoague then spoke about crime statistics for 2026 for the City of Essex Junction specifically. He noted that retail theft for the City is higher than it was for 2025, and the Council spoke about how this could be driven by the opening of the Tractor Supply Company location in Essex Junction, and Lt. Chistolini spoke about engaging with that business specifically on targeted areas for improvement. Chief Hoague noted that there have been general downward trend for other types of crime, including domestic assaults and other types of assault. He spoke about traffic statistics, including vehicle stops and tickets and warnings. He noted that the Department's traffic officer has returned and has been active in conducting traffic stops, and that other officers are also patrolling and conducting proactive enforcement. Councilor Sheldon asked if the Department is finding that crime incidents are generally split equally between the Town and City, and Chief Hoague replied that retail theft incidents are slightly more frequent in the Town, given the location of a number of prominent businesses and business sites, including the Essex Experience.

Chief Hoague then spoke briefly about other items, including the Community Justice Center (CJC) transition and dog issues. He noted that CJC operations were transferred to the Chittenden County CJC, and that they have been good partners in handling cases given to them by the Essex Police Department. He noted that the Town has been dealing with issues related to dog handling, resulting in potential ordinance amendments on this topic, and that the Police Department will likely come to the City to request ordinance amendments for the sake of consistency, should the voters approve amendments for the Town.

Councilor Miller asked about alcohol and drug use and electric bikes (e-bikes). Chief Hoague replied that this is a prominent public safety topic, noting that there may potentially be language introduced in the next legislative session to try and address this more specifically. Councilor Chawla asked if the Department has the authority under the City's current ordinances for enforcement, and Chief Hoague replied that yes, there are current ordinances and current enforcement mechanisms. Councilor Miller also noted that the Champlain Valley Fair is occurring later this month, and that the officers working the fair are paid by the fair to be there, and that this will not negatively impact the Police Department's patrol shifts or other capacity.

c. Police Community Advisory Board Update to Council

Gwendolyn Evans, the Chair of the Police Community Advisory Board (PCAB), spoke on this agenda item. G. Evans spoke about the development of the Board's annual work plan, noting that the PCAB has committed to attending at least six community events per year and representing the PCAB at such events. They spoke

about wanting to host events themselves, and other strategies to further engage with the public and community. They noted the ICE raid in South Burlington in March and spoke about hosting a series of Know Your Rights trainings to help educate the community and prepare for such an event, should it occur in Essex. They spoke about becoming more active and attending more City-specific events, including Meet Me On Main. They spoke about the PCAB as an opportunity to be a bridge and a healing element between the community and the Police Department. Councilor Chawla suggested having some PCAB educational training about the types of surveillance tools that the Essex Police Department uses, given the heightened national concern about certain surveillance technology and whether it is used by municipal law enforcement agencies.

d. **2026 Legislative Update**

City Manager Mahony spoke about this agenda item, which pertained to a summary of the 2026 legislative session and highlighted acts of relevancy for Essex Junction. City Manager Mahony began by summarizing legislation related to planning, zoning, housing, and energy, including the Housing Omnibus Bill (Act 179), which continues Vermont's housing production strategy, Act 250 Tier Jurisdiction (Act 152), which repealed the road rule and eliminated Tier 3, Municipal Regulation of Agriculture (Act 166), which clarifies and narrows municipal authority over agriculture, Portable Solar Energy Devices (Act 149), which authorizes the installation of small plug-in solar devices without a PUC permit, and Potable Water Supply and Wastewater Connections (Act 174), which establishes a streamlined process for local permitting of water and wastewater connections. City Manager Mahony then spoke about miscellaneous legislation that affects the City, including Act 162, which designates the Fire Chief as the Fire Warden, Act 163, which allows municipalities to retain the authority to establish and operate local stormwater utilities even if regional stormwater utilities exist, Act 168, which is the FY27 Transportation Bill, Act 170, which relates to substantial education and state property tax reforms, and Act 144, which is the Appropriations Bill. City Manager Mahony then spoke about other bills of interest, including Act 98, which revamps a new county and regional governance study committee, and Act 176, which establishes cannabis sales at events requiring permission from municipal cannabis control boards. Councilor Chawla suggested that it may be good to conduct some education on Act 176 cannabis requirements, to ensure that the City's cannabis control board is aware of the legislation.

7. **CONSENT ITEMS**

- a. Approve Meeting Minutes: July 22, 2026 & July 28, 2026
- b. Accept Land & Water Conservation Fund (LWCF) Grant for Cascade Park
- c. Approve Essex High School Homecoming Bonfire Burn Permit Request

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

8. **COUNCILOR COMMENTS & CITY MANAGER REPORT:** City Manager Mahony noted that tax bills were mailed to residents on August 7, including educational inserts. City Manager Mahony noted that if an individual filed a grievance with the Assessor's Office, tax bills are based on the original abstract filed in June. City Manager Mahony noted that the first installment of the tax bill is due by September 15, 2026. Councilor Miller noted a large fire at 197 Pearl Street and spoke about the Fire Department's work to handle the fire, as well as thanked other municipalities for their mutual aid.

9. **READING FILE**

- a. Check Warrant #24125 – July 24, 2026
- b. July Financials Report
- c. Regional Boards and Committees Memo
- d. Development Review Board Minutes – July 17, 2026
- e. Tree Farm Management Group Minutes – July 13, 2026
- f. Tree Advisory Committee Minutes – May 26, 2026

10. **EXECUTIVE SESSION**

- a. *An Executive Session may be needed to discuss the appointment of public officials

Councilor Miller made a motion, seconded by Councilor Clark, that the City Council enter into executive session to discuss the appointment of public officials pursuant to 1 V.S.A. §313(A)(3) to include the City Manager. The motion passed 5-0.

Councilor Miller made a motion, seconded by Councilor Clark, to exit executive session. The motion passed 5-0 at 8:14 P.M.

11. **ADJOURN**

Councilor Miller made a motion, seconded by Councilor Clark, to adjourn the meeting. The motion passed 5-0 at 8:14 P.M.

Respectfully Submitted,
Amy Coonradt



MEMO

To: City Council, Regina Mahony, City Manager
From: Susan McNamara-Hill, Clerk
Meeting Date: August 26, 2026
Agenda Item: Liquor Licenses

ISSUE:

The issue is whether the Council will approve the Liquor license application for a business in the City of Essex Junction listed in the August 20, 2026, memorandum from Police Chief Ron Hoague re: "Liquor License Applications."

DISCUSSION:

The following application has been reviewed by the police department and is recommended for approval.

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

- The Hive LLC (Hornets Nest Pub, LLC, 12 Railroad Avenue includes outside consumption)

COST:

There is no cost associated with this matter. The applicant has paid the local license fee of \$115 to the City.

RECOMMENDATION:

Staff recommends that the Council approve the Liquor application for the business listed in the August 20, 2026 memorandum re: "Liquor License Applications".

RECOMMENDED MOTION:

"I move that the Council approve the Liquor application for the business listed in the August 20, 2026 memorandum re: "Liquor License Applications"."

ATTACHMENTS:

Departmental Memorandum from Ron Hoague, Chief of Police

DEPARTMENTAL MEMORANDUM



Date: August 20, 2026

To: Regina Mahony
City Manager

From: Ron Hoague
Chief of Police

Subject: Liquor License Applications

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

The Hive, LLC
Includes 3rd class and outside consumption

DBA: Hornet's Nest Pub, LLC
12 Railroad Avenue
Essex Junction, VT 05452



MEMO

To: City Manager & City Council

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

CC: Chris Yuen, Community Development Director; Ron Hoague, Chief of Police

Meeting Date: August 26, 2026

Agenda Item: EJRP Preschool Parking Designation

ISSUE:

Parking for EJRP Preschool at Park Street School (21 Park Street)

DISCUSSION:

The EJRP Preschool, located at **Park Street School, 21 Park Street**, currently serves **45 enrolled preschool participants** and their families. During preschool operating hours, staff have observed an increase in non-preschool vehicles utilizing the parking lot, reducing the number of spaces available for preschool families and staff.

As parking closest to the preschool entrance fills, families with young children are often required to park farther away and walk through active traffic lanes during drop-off and pick-up. This creates unnecessary pedestrian and vehicle conflicts and raises safety concerns for preschool-aged children. In addition, vehicles waiting for parking spaces contribute to congestion during the busiest times of the day.

The proposal is to designate the eight (8) parking spaces on each side of the lot closest to the preschool entrance, for a total of sixteen (16) spaces, as reserved for **EJRP Preschool Families and Staff** Monday through Friday from **7:00 AM to 5:30 PM**. Providing dedicated parking during preschool operating hours will improve safety for children and families while creating a more efficient and predictable drop-off and pick-up process for participants, staff, and visitors.

The Park Street School parking lot contains approximately **42 parking spaces**, leaving approximately **26 spaces** available for public use during the reserved hours. Section 818(a) of the City Code authorizes the City Council to designate up to **50%** of the parking spaces in a City-operated parking lot as reserved. The requested sixteen (16) spaces are within the limits established by the ordinance.

COST:

The anticipated cost is minimal and limited to the purchase and installation of parking signage.

RECOMMENDATION:

Approve the designation of sixteen (16) parking spaces in the Park Street School parking lot at **21 Park Street** as reserved for **EJRP Preschool families and staff** Monday through Friday from **7:00**

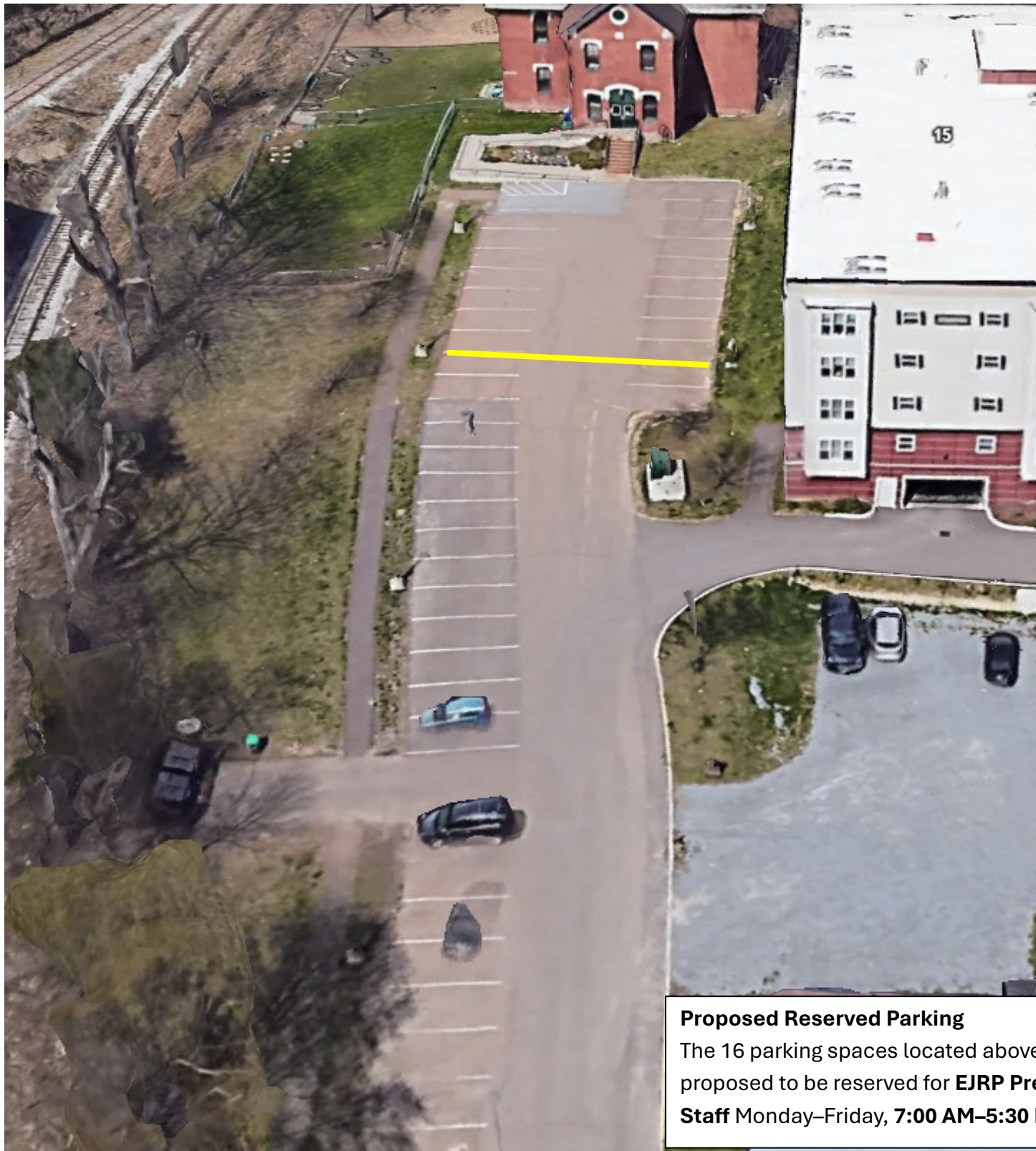
AM to 5:30 PM. The reserved spaces will consist of the eight (8) parking spaces on each side of the lot closest to the preschool entrance and will become effective upon installation of the appropriate signage.

RECOMMENDED MOTION:

Move to approve the designation of sixteen (16) parking spaces in the Park Street School parking lot located at **21 Park Street** as reserved for **EJRP Preschool families and staff**, Monday through Friday from **7:00 AM to 5:30 PM**, effective upon installation of the appropriate signage, in accordance with Section 818(a) of the City Code.

ATTACHMENTS:

- Park Street School Parking Lot Map identifying the proposed reserved parking spaces.
- Photographs of the existing parking lot.
- Section 818(a) of the City Code.



Proposed Reserved Parking

The 16 parking spaces located above
proposed to be reserved for **EJRP Pro**
Staff Monday–Friday, 7:00 AM–5:30



Proposed Reserved Parking

The 16 parking spaces located above the yellow line are proposed to be reserved for **EJRP Preschool Families and Staff** Monday–Friday, **7:00 AM–5:30 PM.**

CITY OF ESSEX JUNCTION, VT
MUNICIPAL CODE
CHAPTER 8
AN ORDINANCE RELATING TO MOTOR VEHICLE REGULATIONS

SECTION 818. CITY PARKING LOTS: The following regulations shall apply to parking lots operated by the City: (a) The City Council may, by resolution, designate not more than 50% of the parking spaces in any lot as "Reserved" and establish fees for the use of RESERVED parking spaces. (b) Any parking space designated as "Reserved" will be clearly marked and will be unavailable for public parking at all times. "Reserved" spaces shall not be sublet. (c) The City Council, or their designee, may authorize the use of RESERVED parking spaces by specific individuals upon payment to the City of the established fee. Such individuals must display a parking permit issued by the City when using a RESERVED parking space. (d) No parking shall be permitted in City parking lots between the hours of Midnight and 6 a.m. The Council may exempt designated spaces from this limitation. (Adopted 10/12/93)



MEMO

To: City Council

From: Regina Mahony

Meeting Date: August 26, 2026

Agenda Item: Approve Appointment of Alternative Authorized Representative for State Water Infrastructure Financing Programs

ISSUE: To add the Finance Director as an Authorized Representative on state water infrastructure financing loans so she can submit payment requests.

DISCUSSION: The Finance Director is not currently on some of our loans through this program, making administration difficult. The attached form will ensure the Finance Director will be added to the City's loans.

COST: N/A

RECOMMENDATION: I recommend that the City Council approve the attached form.

RECOMMENDED MOTION:

If the Council chooses to move forward,

"I move that the City Council hereby authorize Jess Morris to act as an alternative authorized representative of the applicant for the purpose of furnishing to the State of Vermont such information, data and documents pertaining to the above noted project as may be required and otherwise to act as the authorized representative of the applicant in connection with the project."

ATTACHMENTS:

Appointment of Alternative Authorized Representative Form

Appointment of Alternative Authorized Representative



Instructions: Complete this form, then email it to rod.gelio@vermont.gov.

If you have questions about a specific loan's authorized representative, please contact your [CWSRF or DWSRF Project Developer](#).

This form applies to:

- ☒ All Clean Water and Drinking Water State Revolving Fund loans; or
- ☐ A specific loan: Loan Number **WPL/RF3/RF1 -###-#.#**

The **City of Essex Junction**, as legislative body of the applicant, hereby authorized **Jess Morris** to act as an alternative authorized representative of the applicant for the purpose of furnishing to the State of Vermont such information, data and documents pertaining to the above noted project as may be required and otherwise to act as the authorized representative of the applicant in connection with the project.

Select one or both options below:

- ☒ This is an additional authorized representative.
- ☐ This is a change in authorized representative. If change in authorized representative, they are replacing **Name of authorized representative being replaced.**

All authorized representatives and any alternate authorized representatives must be members of the owner's governing body or direct employees of the owner and may not be independent contractors working for the owner.

Updated contact information for additional/alternate authorized representative(s):

Name: Jess Morris
Title: Finance Director
Mailing Address: 2 Lincoln Street, Essex Junction, VT 0542
Email: jmorris@essexjunction.org
Phone number: 802-878-6944 X1603

Name: Click or tap here to enter text.
Title: Click or tap here to enter text.
Mailing Address: Click or tap here to enter text.
Email: Click or tap here to enter text.
Phone number: Click or tap here to enter text.

Water Infrastructure

FINANCING PROGRAMS

CLEAN WATER STATE REVOLVING FUND (CWSRF)
DRINKING WATER STATE REVOLVING FUND (DWSRF)

Signed by the majority of the legislative body on **Date**.



MEMO

To: City Council
From: Regina Mahony, City Manager
Meeting Date: August 26, 2026
Agenda Item: West Street Pump Station Force Main Project

ISSUE: To provide an update on actions necessary to advance the West Street Force Main Replacement Project.

DISCUSSION: The Council discussed this item at both the July 8 and July 22, 2026 City Council Meetings.

To summarize, West Street pump station is currently under design for full replacement. As the project has progressed through design, it has been determined that the existing force main—the pipe that conveys wastewater from the station to the treatment facility—is undersized and limits the station’s ability to increase flow capacity above what it is currently receiving. The upsizing of the force main is necessary to ensure reliable and efficient system performance of the station.

This need was not identified when voters approved the previous \$3.8 million bond for pump station replacements. As a result, funding for the force main replacement is not currently available within existing project budgets or the Sanitation Capital Reserve Fund, meaning a bond vote is needed. At the July 22nd meeting the Council approved a Necessity Resolution for this bond vote to occur at the November 2026 election. Following this meeting, it became clear that additional work is needed to clarify the full cost of this project. **Therefore, staff is suggesting that we do not bring this bond vote to the voters in November, and instead hold on this vote until the 2027 Annual Meeting.**

According to legal counsel we do not need to undo or void the Necessity Resolution. We will just update it when ready to move forward.

COST: N/A for this memo.

RECOMMENDATION: This memo is for informational purposes only. No action is needed, however a motion is included if the Council chooses to clarify an action at this time.

RECOMMENDED MOTION:

“I move that the City Council reconsider the Resolution of Necessity for the West Street Force Main Replacement Project for the 2027 Annual Meeting.”

ATTACHMENTS:

None



MEMO

To: City Council, Regina Mahony, City Manager
From: Susan McNamara-Hill, Clerk
Meeting Date: August 26, 2026
Agenda Item: Justice of the Peace Election

ISSUE:

The issue is whether the Council will approve adding the Justice of the Peace candidates to the back of the General Election ballot for the City of Essex Junction.

DISCUSSION:

The Justice of the Peace election is held every two years at the same time as the General Election on November 3, 2026. The state has offered to add the candidates to the back of the General Election ballot which will be universally mailed to all voters. Because the Justice of the Peace election is a "local" election, adding the names to the back of the General Election ballot requires local legislative approval.

If the names are not included on the back of the General Election ballot, the city would have to produce a separate ballot for this election.

COST:

Having the state add the names to the back of the General Election ballot will save the expense of having to produce and mail a separate ballot.

RECOMMENDATION:

Staff recommends that the Council approve adding the names of the Justice of the Peace candidates to the back of the General Election ballot which is to be universally mailed.

RECOMMENDED MOTION:

"I move that the Council approve adding the names of the Justice of the Peace candidates to the back of the General Election ballot which is to be universally mailed to all active voters."

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
03070	MINUTEMAN PRESS	08/04/26	Tax Bill Postage 2026 080426	210-5-13-10-560.000 Postage	2169.89	59276	08/10/26
03070	MINUTEMAN PRESS	07/28/26	UB MAILING JUNE 2026 62285	210-5-16-10-550.000 Printing and Binding	296.42	59276	08/10/26
80025	222 FRANKLIN INC	07/28/26	V000000086 OVRPMT 2025 000086 REF	210-2-00-00-205.003 Clearing AR	416.25	59277	08/12/26
28555	ALLEGIANCE TRUCKS	07/23/26	Fleetrite Diesel Exhaust X122047607	210-5-40-12-626.000 Gasoline	59.94	59279	08/12/26
80172	ALPHA ELEVATOR COMPANY	07/27/26	2 Lincoln Elevator Servic 9311	210-5-41-20-431.000 R&M Buildings & Grounds	825.00	59281	08/12/26
80184	AMAZON BUSINESS SERVICES	07/25/26	BL JBooks JUL26 1FDMLN1CQVM1	210-5-35-10-640.202 Juvenile Collection	109.76	59282	08/12/26
80184	AMAZON BUSINESS SERVICES	07/27/26	BL Supplies JUL26 1FTKHVN33QCC	210-5-35-10-610.000 General Supplies	6.99	59282	08/12/26
80184	AMAZON BUSINESS SERVICES	07/27/26	BL ARColl, Supply JUL26 1T3YW6TLM7YR	210-5-35-10-610.000 General Supplies	6.46	59282	08/12/26
80184	AMAZON BUSINESS SERVICES	07/27/26	BL ARColl, Supply JUL26 1T3YW6TLM7YR	210-5-90-00-640.201 Adult Collection replacem	51.32	59282	08/12/26
19815	AMAZON CAPITAL SERVICES	05/22/26	Maint Supplies 177VYV1GTM4	210-5-30-12-610.000 General Supplies	88.33	59283	08/12/26
80088	BEN & JERRY'S CATERING	07/17/26	BL 100th JUL26 C207943	210-5-35-10-610.000 General Supplies	408.00	59289	08/12/26
80088	BEN & JERRY'S CATERING	07/17/26	BL 100th JUL26 C207943	210-5-90-00-991.000 Library Donation Expense	330.00	59289	08/12/26
80088	BEN & JERRY'S CATERING	07/17/26	BL 100th JUL26 C207943	210-5-90-00-991.000 Library Donation Expense	1075.00	59289	08/12/26
30360	BURLINGTON TELECOM	08/01/26	BL Phone+Internet JUL26 BT 082026	210-5-41-21-530.000 Communications	343.42	59292	08/12/26
26395	CCRPC	06/30/26	Comp Plan Updates June 20 1039	210-5-16-10-895.000 State and Other Grant Exp	3057.37	59293	08/12/26
26395	CCRPC	06/30/26	Comp Plan Updates June 20 1039	210-5-16-10-899.000 Matching Grant Funds	1019.12	59293	08/12/26
26395	CCRPC	06/30/26	Equity Advisory June 2026 1045	210-5-10-10-330.000 Professional Services	413.66	59293	08/12/26
V04609	CENTER POINT LARGE PRINT	08/01/26	BL LPBooks AUG26 2263135	210-5-90-00-991.000 Library Donation Expense	103.08	59294	08/12/26
V0461	CENTRAL BEVERAGE	08/04/26	BL Newspapers JUN26 174	210-5-35-10-640.201 Adult Collection	16.25	59295	08/12/26
V0461	CENTRAL BEVERAGE	08/04/26	BL Newspapers JUL26 175	210-5-35-10-640.201 Adult Collection	461.50	59295	08/12/26
21210	CINTAS LOC # 68M 71 M	07/23/26	3X10 BLACK MAT 4276665344	210-5-40-12-610.000 General Supplies	26.30	59300	08/12/26
17025	COONRADT AMY	07/27/26	CC Minutes 072226 0252	210-5-11-10-330.000 Professtional Services	159.12	59302	08/12/26
07530	CURTIS LUMBER INC	07/27/26	Park Maint Supplies 2607033513	210-5-30-12-431.000 R&M Buildings & Grounds	718.34	59303	08/12/26
07530	CURTIS LUMBER INC	07/28/26	Park Maint Supplies 2607039456	210-5-30-12-431.000 R&M Buildings & Grounds	327.62	59303	08/12/26
07530	CURTIS LUMBER INC	07/28/26	Park Maint Supplies 2607041607	210-5-30-12-431.000 R&M Buildings & Grounds	161.59	59303	08/12/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
16000	FISHER AUTO PARTS	07/29/26	Exhaust Clamp 293-553544	210-5-40-12-430.000 R&M Vehicles & Equipment	37.94	59315	08/12/26
80317	First National Bank Omaha	07/17/26	EJRP CC July 11880726	210-5-30-12-610.000 General Supplies	258.00	59316	08/12/26
34895	GAUTHIER TRUCKING, INC.	08/01/26	MSP Trash Removal 1955689	210-5-41-26-425.000 Trash Removal	1106.82	59317	08/12/26
26400	GMT/CCTA	09/01/26	FY27 Assessment Sept. 202 2027-0004-1	210-5-19-10-800.102 GMT	78749.00	59319	08/12/26
07010	GREEN MOUNTAIN POWER CORP	07/14/26	6/12/2026-07/14/26 Non So 071426NS	210-5-40-12-622.000 Electricity	874.58	59322	08/12/26
07010	GREEN MOUNTAIN POWER CORP	07/14/26	6/12/2026-07/14/26 Non So 071426NS	210-5-40-12-622.200 Streetlight Electricity	13197.09	59322	08/12/26
21335	HOLY FAMILY / ST LAWRENCE	07/22/26	Senior Rental 10/14 10142026	210-5-30-10-330.000 Professional Services	300.00	59328	08/12/26
33495	INGRAM LIBRARY SERVICES I	07/28/26	BL A.F.RBooks JUL26 98175832	210-5-35-10-640.201 Adult Collection	203.30	59329	08/12/26
33495	INGRAM LIBRARY SERVICES I	07/28/26	BL A.F.RBooks JUL26 98175832	210-5-35-10-640.201 Adult Collection	51.52	59329	08/12/26
33495	INGRAM LIBRARY SERVICES I	07/28/26	BL A.F.RBooks JUL26 98175832	210-5-35-10-610.000 General Supplies	28.41	59329	08/12/26
33495	INGRAM LIBRARY SERVICES I	07/28/26	BL A.F.RBooks JUL26 98175832	210-5-90-00-640.201 Adult Collection replacem	48.69	59329	08/12/26
33495	INGRAM LIBRARY SERVICES I	07/29/26	BL A.AReplBooks JUL26 98219556	210-5-35-10-610.000 General Supplies	8.58	59329	08/12/26
33495	INGRAM LIBRARY SERVICES I	07/29/26	BL A.AReplBooks JUL26 98219556	210-5-35-10-640.201 Adult Collection	16.80	59329	08/12/26
33495	INGRAM LIBRARY SERVICES I	07/29/26	BL A.AReplBooks JUL26 98219556	210-5-35-10-640.201 Adult Collection	12.20	59329	08/12/26
33495	INGRAM LIBRARY SERVICES I	07/29/26	BL A.AReplBooks JUL26 98219556	210-5-90-00-640.201 Adult Collection replacem	142.39	59329	08/12/26
37715	INTEGRITY COMMUNICATIONS	07/30/26	EJRP Phone Work 44713	210-5-30-10-330.000 Professional Services	249.99	59331	08/12/26
80358	Inclusion Solutions	07/31/26	Election Supplies 153501	210-5-12-10-820.000 Elections	96.88	59332	08/12/26
80358	Inclusion Solutions	07/31/26	Election supplies 153519	210-5-12-10-820.000 Elections	324.53	59332	08/12/26
15145	JOBTARGET LLC	08/04/26	Job Ad- EJRP 35881681	210-5-10-10-540.000 Advertising	399.00	59333	08/12/26
V10407	KIMBALL MIDWEST	07/24/26	Paint 104681976	210-5-40-12-610.000 General Supplies	336.72	59335	08/12/26
38460	L D OLIVER SEED CO INC	07/28/26	Grass Seed Straw 78373	210-5-30-12-610.000 General Supplies	331.09	59336	08/12/26
24620	MILTON RENTAL AND SALES	06/12/26	Repair WL-32 Serial # 305 1-21305	210-5-40-12-430.000 R&M Vehicles & Equipment	794.51	59343	08/12/26
14585	MUNICIPAL EMERGENCY SERVI	07/13/26	SCBA Flow Test IN2544840	210-5-25-10-570.000 Other Purchased Services	115.40	59345	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26	Health Aug 2026 23206649	210-5-16-10-210.000 Group Insurance	3864.39	59346	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26	Health Aug 2026 23206649	210-5-40-12-210.000 Group Insurance	4772.15	59346	08/12/26

11:29 am

Check Warrant Report # 24126 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 08/10/26 To 08/12/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
27395	MVP HEALTH CARE INC 43118	07/11/26	Health Aug 2026 23206649	210-5-35-10-210.000 Group Insurance	11907.57	59346	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26	Health Aug 2026 23206649	210-5-30-12-210.000 Group Insurance	4878.65	59346	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26	Health Aug 2026 23206649	210-1-00-00-115.001 AR Manual	2147.48	59346	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26	Health Aug 2026 23206649	210-2-00-00-210.006 Health Ins. Copay	5229.46	59346	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26	Health Aug 2026 23206649	210-5-30-10-210.000 Group Insurance	10325.32	59346	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26	Health Aug 2026 23206649	210-5-13-10-210.000 Group Insurance	3864.39	59346	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26	Health Aug 2026 23206649	210-5-10-10-210.000 Group Insurance	6776.73	59346	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26	Health Aug 2026 23206649	210-5-12-10-210.000 Group Insurance	2028.54	59346	08/12/26
44275	MVP SELECT CARE INC.	08/05/26	01 July 26 HRA Admin Fee CINV021776	210-5-30-10-210.000 Group Insurance	15.75	59347	08/12/26
44275	MVP SELECT CARE INC.	08/05/26	01 July 26 HRA Admin Fee CINV021776	210-5-30-12-210.000 Group Insurance	7.00	59347	08/12/26
44275	MVP SELECT CARE INC.	08/05/26	01 July 26 HRA Admin Fee CINV021776	210-5-16-10-210.000 Group Insurance	7.00	59347	08/12/26
44275	MVP SELECT CARE INC.	08/05/26	01 July 26 HRA Admin Fee CINV021776	210-5-12-10-210.000 Group Insurance	3.50	59347	08/12/26
44275	MVP SELECT CARE INC.	08/05/26	01 July 26 HRA Admin Fee CINV021776	210-5-13-10-210.000 Group Insurance	7.00	59347	08/12/26
44275	MVP SELECT CARE INC.	08/05/26	01 July 26 HRA Admin Fee CINV021776	210-5-10-10-210.000 Group Insurance	10.50	59347	08/12/26
44275	MVP SELECT CARE INC.	08/05/26	01 July 26 HRA Admin Fee CINV021776	210-5-35-10-210.000 Group Insurance	24.50	59347	08/12/26
44275	MVP SELECT CARE INC.	08/05/26	01 July 26 HRA Admin Fee CINV021776	210-5-40-12-210.000 Group Insurance	8.05	59347	08/12/26
01175	NO STRINGS MARIONETTE CO	07/20/26	BL Grant-CPProg AUG26 24926	210-5-35-10-840.202 Childrens Programs	250.00	59350	08/12/26
01175	NO STRINGS MARIONETTE CO	07/20/26	BL Grant-CPProg AUG26 24926	210-5-35-10-895.000 State and Other Grant Exp	350.00	59350	08/12/26
44745	NORTHEASTERN SECURITY	08/01/26	BL PanicAlarms AUG26 2002308	210-5-41-21-400.000 Contracted Services	370.00	59351	08/12/26
V10729	OVERDRIVE INC	07/31/26	BL Craftsyt JUL26 01459SV26258	210-5-35-10-640.201 Adult Collection	8.97	59354	08/12/26
24100	PERMA-LINE CORP OF NEW EN	07/20/26	42" Grabber cone with 30 215372	210-5-40-12-572.000 Traffic Control	1034.25	59357	08/12/26
25140	PIKE INDUSTRIES INC	07/21/26	Asphalt 1387974	210-5-40-12-605.000 Summer Construction Suppl	257.82	59358	08/12/26
22840	RIES DANIEL	06/16/26	Locks Rekeyed I260616612	210-5-41-22-431.000 R&M Buildings & Grounds	265.00	59363	08/12/26
37965	S D IRELAND CONCRETE	07/15/26	26 Pearl St. 128291	210-5-40-12-605.000 Summer Construction Suppl	408.75	59366	08/12/26
37965	S D IRELAND CONCRETE	07/20/26	Park St. 128479	210-5-40-12-605.000 Summer Construction Suppl	953.50	59366	08/12/26

11:29 am

Check Warrant Report # 24126 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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29835	SHERWIN-WILLIAMS	07/22/26 ACETONE-5-SW 1682-3	210-5-40-12-572.000 Traffic Control	298.32	59369	08/12/26
29835	SHERWIN-WILLIAMS	07/24/26 9 WHITE DOVE 3/8 37677	210-5-40-12-572.000 Traffic Control	216.00	59369	08/12/26
23855	SOUTHWORTH-MILTON, INC.	07/29/26 Parts INV3983705	210-5-40-12-430.000 R&M Vehicles & Equipment	247.06	59372	08/12/26
29090	SUNBELT RENTALS	07/03/26 Chainsaws 186061135000	210-5-30-12-610.000 General Supplies	81.22	59375	08/12/26
29090	SUNBELT RENTALS	07/08/26 Maint Supplies 186194214000	210-5-30-12-610.000 General Supplies	7.26	59375	08/12/26
29090	SUNBELT RENTALS	07/08/26 Maint Supplies 186233160000	210-5-30-12-610.000 General Supplies	65.00	59375	08/12/26
29090	SUNBELT RENTALS	07/27/26 Belt 186847066000	210-5-40-12-610.000 General Supplies	39.16	59375	08/12/26
00710	UPS STORE	07/22/26 Ship FIT Testing for Cali POS33278	210-5-25-10-570.000 Other Purchased Services	166.74	59379	08/12/26
29700	VERMONT INFORMATION CONSO	07/31/26 Echeck Return 2085874	210-2-00-00-205.001 Clearing UB	226.69	59381	08/12/26
29700	VERMONT INFORMATION CONSO	07/31/26 Refund FY 26 2085874-2	210-4-12-10-030.001 Liquor Licenses	70.00	59381	08/12/26
23395	VILLAGE HARDWARE - WILLIS	07/27/26 20LB Structural Repair 522579	210-5-40-12-610.000 General Supplies	33.24	59383	08/12/26
28470	VMERS DB 110800	07/31/26 Payroll Transfer PR-07/31/26	210-2-00-00-210.004 Retirement Payable	27132.81	59384	08/12/26
80130	VMERS DC 110800	07/31/26 Payroll Transfer PR-07/31/26	210-2-00-00-210.004 Retirement Payable	1530.40	59385	08/12/26
29825	VT GAS SYSTEMS	07/21/26 MSP Gas July 15787560721A	210-5-41-26-621.000 Natural Gas/Heating	49.83	59388	08/12/26
29825	VT GAS SYSTEMS	07/21/26 MSP Gas July 810044072126	210-5-41-26-621.000 Natural Gas/Heating	109.40	59388	08/12/26
V2368	VT HISTORICAL SOCIETY	07/30/26 BL ABooks JUL26 19010074	210-5-35-10-640.201 Adult Collection	51.56	59389	08/12/26
06195	VT INSTITUTE OF NATURAL S	06/23/26 BL CProg-Fnd JUL26 V1849	210-5-90-00-991.000 Library Donation Expense	94.56	59390	08/12/26
06195	VT INSTITUTE OF NATURAL S	06/23/26 BL CProg-Fnd JUL26 V1849	210-5-35-10-840.202 Childrens Programs	339.19	59390	08/12/26
07565	W B MASON CO INC	07/15/26 Office Supplies 263169555	210-5-30-10-610.000 General Supplies	25.21	59391	08/12/26
07565	W B MASON CO INC	07/17/26 Office Supplies 263237165	210-5-30-10-610.000 General Supplies	60.81	59391	08/12/26
07565	W B MASON CO INC	07/27/26 Senior Supplies 263390874	210-5-30-10-610.000 General Supplies	109.99	59391	08/12/26
07565	W B MASON CO INC	07/27/26 Office Supplies 263398898	210-5-30-10-610.000 General Supplies	43.05	59391	08/12/26
07565	W B MASON CO INC	07/28/26 Office Supplies 263433969	210-5-30-10-610.000 General Supplies	33.30	59391	08/12/26
07565	W B MASON CO INC	07/28/26 Comm Dev Call Bell 263436087	210-5-16-10-610.000 General Supplies	3.41	59391	08/12/26
07565	W B MASON CO INC	07/31/26 Office Supplies 263527116	210-5-30-10-610.000 General Supplies	185.97	59391	08/12/26

11:29 am

Check Warrant Report # 24126 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

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26380	08/05/26	FY27 support FY27	210-5-19-10-800.109 Winooski Valley Park Dist	36911.00	59393	08/12/26
80209	06/22/26	MSP Portolet 13020	210-5-30-12-330.000 Professional Services	366.89	59394	08/12/26
80209	05/29/26	Cascade Portolet 13360	210-5-30-12-330.000 Professional Services	210.70	59394	08/12/26
25715	07/29/26	Amtrak Station June 2026 22811 072926	220-5-00-00-890.836 Train Station	360.00	59304	08/12/26
25715	07/29/26	Main Street Pocket Park J 22815 072926	220-5-00-00-720.002 1 Main; Road Res-Q	4230.00	59304	08/12/26
17765	07/29/26	Main Street Park July 202 8303C	220-5-00-00-720.002 1 Main; Road Res-Q	929.75	59392	08/12/26
17765	07/29/26	Main Street Park June 202 8303P	220-5-00-00-720.002 1 Main; Road Res-Q	1162.50	59392	08/12/26
25715	07/29/26	EJ-Crescent Connector Pha 22822 072926	230-5-16-10-890.824 Cres. Connector	8566.00	59304	08/12/26
16030	08/05/26	Senior Center Oven 41586	232-5-41-20-730.000 Buildings & Improvements	8330.00	59291	08/12/26
05280	07/11/26	MSP Turf Care 260381	233-5-00-00-740.001 Landscaping	12000.00	59365	08/12/26
03070	07/28/26	UB MAILING JUNE 2026 62285	254-5-54-20-560.000 Postage	426.54	59276	08/10/26
23435	07/31/26	Water July 2026 073126	254-5-54-70-411.400 CWD Water Purchase - Glob	367877.06	59297	08/12/26
23435	07/31/26	Water July 2026 073126	254-5-54-70-411.400 CWD Water Purchase - Glob	5786.05	59297	08/12/26
23435	07/31/26	Water July 2026 073126	254-5-54-20-411.000 CWD Water Purchase	81468.30	59297	08/12/26
23435	07/31/26	Water July 2026 073126	254-5-54-20-411.000 CWD Water Purchase	1281.35	59297	08/12/26
07010	07/14/26	6/12/2026-07/14/26 Non So 071426NS	254-5-54-20-622.000 Electricity	71.00	59322	08/12/26
V10407	07/24/26	Paint 104681976	254-5-54-20-610.000 General Supplies	168.36	59335	08/12/26
27395	07/11/26	Health Aug 2026 23206649	254-5-54-20-210.000 Group Insurance	4516.56	59346	08/12/26
44275	08/05/26	01 July 26 HRA Admin Fee CINV021776	254-5-54-20-210.000 Group Insurance	6.30	59347	08/12/26
07305	07/14/26	welding gases 9173760841	255-5-55-30-611.000 Small Tools & Equipment	2174.89	59278	08/12/26
14685	06/25/26	Control room boiler repla 102691	255-5-55-70-730.005 HVAC Upgrades	12866.00	59280	08/12/26
14685	07/22/26	Quoted job: Axiom tank ne 103587	255-5-55-30-431.000 R&M Buildings	2549.00	59280	08/12/26
26290	04/14/26	VFDs 6667	255-5-55-70-722.022 Process Monitoring Upgrad	12799.80	59298	08/12/26
26290	07/27/26	EQ Repair Work 6670	255-5-55-70-722.007 EQ Maintenance/Upgrades	4730.00	59298	08/12/26
23455	07/01/26	JUN26 Biosolids INV25803	255-5-55-30-568.000 Biosolids Subcontractor	16981.75	59299	08/12/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
21210	CINTAS LOC # 68M 71 M	07/24/26	SERVICE ACKNOWLEDGEMENT 5349694110	255-5-55-30-610.000 General Supplies	207.51	59300	08/12/26
04940	COMCAST	07/23/26	Services from Jul 30, 202 031602807232	255-5-55-30-530.000 Communications	189.89	59301	08/12/26
06870	ENDYNE INC	07/22/26	Essex Jct. WWTF TKN Only 586371	255-5-55-30-340.000 Technical Services	35.00	59309	08/12/26
06870	ENDYNE INC	07/31/26	Essex Jct. WWTF TKN Only 587388	255-5-55-30-340.000 Technical Services	35.00	59309	08/12/26
80240	Environmental Dynamics In	07/23/26	Membranes for EQ 311169	255-5-55-70-722.007 EQ Maintenance/Upgrades	3886.93	59311	08/12/26
24785	GRAINGER	07/21/26	WELDING CART WITH DRAWERS 9013471462	255-5-55-30-611.000 Small Tools & Equipment	204.61	59321	08/12/26
24785	GRAINGER	07/21/26	ENGINE DRIVEN PUMP, ALUMI 9013698833	255-5-55-30-611.000 Small Tools & Equipment	2661.15	59321	08/12/26
24785	GRAINGER	07/28/26	2 DRAWER BLACK ORANGE UT 9021775813	255-5-55-30-611.000 Small Tools & Equipment	1299.94	59321	08/12/26
24785	GRAINGER	07/29/26	SAFETY GLASSES, TRIFECTA S 9023498117	255-5-55-30-609.000 Safety Supplies	-124.32	59321	08/12/26
07010	GREEN MOUNTAIN POWER CORP	07/21/26	Usage Period: 06/19/26 - wastewater07	255-5-55-30-622.000 Electricity	19415.10	59323	08/12/26
80357	General Control Systems I	07/23/26	In-house service to softw 30006940	255-5-55-30-330.000 Professional Services	1606.00	59325	08/12/26
09050	HACH COMPANY	07/29/26	PIPET TIPS, 200 UL, 1000/ 15103821	255-5-55-30-618.000 Laboratory Supplies	97.60	59326	08/12/26
V1093	HOLLAND CO., INC.	07/21/26	SODIUM ALUMINATE PI40620	255-5-55-30-619.000 Chemicals	24250.02	59327	08/12/26
V10407	KIMBALL MIDWEST	07/30/26	Supplies for new utility 104698821	255-5-55-30-611.000 Small Tools & Equipment	1474.59	59335	08/12/26
06995	LOU'S GLOVES, INC	07/27/26	Safety Gloves 062482	255-5-55-30-609.000 Safety Supplies	754.00	59340	08/12/26
V1423	MAHER CORPORATION	07/24/26	Watson Marlow Bredel 10 P 30667	255-5-55-30-570.000 Other Purchased Services	8483.00	59341	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26	Health Aug 2026 23206649	255-5-55-30-210.000 Group Insurance	8601.04	59346	08/12/26
44275	MVP SELECT CARE INC.	08/05/26	01 July 26 HRA Admin Fee CINV021776	255-5-55-30-210.000 Group Insurance	17.50	59347	08/12/26
V1592	NEIWPC	07/20/26	Virtual Training for Art 011237	255-5-55-30-500.000 Training, Conf, Dues	40.00	59349	08/12/26
V2093	SLACK CHEMICAL COMPANY IN	07/17/26	Caustic 50% EXP - 6/30/27 505415	255-5-55-30-619.000 Chemicals	13977.51	59370	08/12/26
23395	VILLAGE HARDWARE - WILLIS	07/30/26	GT 17.5OZ Wasp Spray 522591	255-5-55-30-610.000 General Supplies	39.85	59383	08/12/26
03070	MINUTEMAN PRESS	07/28/26	UB MAILING JUNE 2026 62285	256-5-56-40-560.000 Postage	865.99	59276	08/10/26
24785	GRAINGER	07/21/26	PORTABLE DEHUMIDIFIER 9013328878	256-5-56-40-434.001 Susie Wilson PS Costs	247.23	59321	08/12/26
07010	GREEN MOUNTAIN POWER CORP	07/14/26	6/12/2026-07/14/26 Non So 071426NS	256-5-56-40-622.000 Electricity	601.56	59322	08/12/26
V9454	LENNY'S SHOE & APP	07/25/26	Uniform for Ron Bundy (Sa 3549898	256-5-56-40-612.000 Uniforms	385.00	59337	08/12/26

11:29 am

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Cdelibac

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27395	MVP HEALTH CARE INC 43118	07/11/26 Health Aug 2026 23206649	256-5-56-40-210.000 Group Insurance	5134.24	59346	08/12/26
44275	MVP SELECT CARE INC.	08/05/26 01 July 26 HRA Admin Fee CINV021776	256-5-56-40-210.000 Group Insurance	9.00	59347	08/12/26
36130	VERIZON WIRELESS VSAT	07/17/26 Billing period: Jun 18 - 6148851564	256-5-56-40-434.001 Susie Wilson PS Costs	22.98	59380	08/12/26
36130	VERIZON WIRELESS VSAT	07/17/26 Billing period: Jun 18 - 6148851564	256-5-56-40-434.002 West Street PS Costs	22.98	59380	08/12/26
36130	VERIZON WIRELESS VSAT	07/17/26 Billing period: Jun 18 - 6148851564	256-5-56-40-434.000 R&M Pump Stations	89.22	59380	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26 Health Aug 2026 23206649	257-5-57-50-210.000 Group Insurance	2697.96	59346	08/12/26
44275	MVP SELECT CARE INC.	08/05/26 01 July 26 HRA Admin Fee CINV021776	257-5-57-50-210.000 Group Insurance	4.65	59347	08/12/26
10425	REGIONAL STORMWATER EDUCA	07/01/26 FY27 Regional Stormwater 258	257-5-57-50-510.000 Permit/License/Registrati	6750.00	59362	08/12/26
07305	AIRGAS USA LLC	07/24/26 Pool Chemicals 9174088774	259-5-30-11-431.000 R&M Buildings & Grounds	191.95	59278	08/12/26
07305	AIRGAS USA LLC	07/27/26 Pool Chemicals 9174127557	259-5-30-11-431.000 R&M Buildings & Grounds	767.68	59278	08/12/26
19815	AMAZON CAPITAL SERVICES	05/25/26 RK EES 1-2 Supplies 1167RYW4D64F	259-5-30-15-610.000 General Supplies	102.61	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/07/26 Disc EES Supplies 131Q7GFQJKHX	259-5-30-17-610.000 General Supplies	15.30	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/20/26 PS Adventurers Supplies 13JDV936NGKX	259-5-30-16-610.000 General Supplies	144.25	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/21/26 PS Explorers Supplies 13NF3HP43W4C	259-5-30-16-610.000 General Supplies	66.98	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/21/26 PS Explorer Supplies 14LKLKG4634N	259-5-30-16-610.000 General Supplies	173.96	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/10/26 Disc EES Supplies 16RP3D6WDGK7	259-5-30-17-610.000 General Supplies	128.82	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/10/26 Disc EES Supplies 16RP3D6WDGVK	259-5-30-17-610.000 General Supplies	18.97	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/13/26 Disc EES Supplies 196HV4JPWKMC	259-5-30-17-610.000 General Supplies	4.89	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/13/26 Disc EES Supplies 1CM6KQT3YPJJ	259-5-30-17-610.000 General Supplies	14.98	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	05/19/26 RK EES 1-2 Supplies 1DQQJ4DV6LN3	259-5-30-15-610.000 General Supplies	25.79	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/27/26 PS Building 1FH69LMRXMKD	259-5-30-16-610.000 General Supplies	57.06	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/27/26 PS Building Supplies 1FH69LMRXXVD	259-5-30-16-610.000 General Supplies	80.80	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/20/26 PS Explorer Supplies 1FWW6R3XKCF3	259-5-30-17-610.000 General Supplies	211.96	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/13/26 Disc EES Supplies 1H3TRLJPLY1Y	259-5-30-17-610.000 General Supplies	21.99	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/20/26 PS Building 1JCK1N9QKMK6	259-5-30-16-610.000 General Supplies	90.56	59283	08/12/26

11:29 am

Check Warrant Report # 24126 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 08/10/26 To 08/12/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	05/22/26	RK Fleming Supplies 1JJ7XJQ3T36Q	259-5-30-15-610.000 General Supplies	19.98	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	05/16/26	PS Bldg Supplies 1JYLDYPMCRRR	259-5-30-16-610.000 General Supplies	119.99	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	05/13/26	RK Founders Supplies 1K4QCNGJ733V	259-5-30-15-610.000 General Supplies	50.68	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/13/26	Behavior Support 1KHN34LKKDJ1	259-5-30-17-610.000 General Supplies	14.84	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/17/26	Program Supplies 1KN36MVRNTD9	259-5-30-14-610.000 General Supplies	22.99	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/17/26	Pool Supplies 1KN36MVRNWQC	259-5-30-11-610.000 General Supplies	32.75	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/17/26	PS Discoverers Supplies 1KN36MVRVJC9	259-5-30-16-610.000 General Supplies	98.37	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/21/26	PS Explorers Supplies 1MC4PGPDMPKK	259-5-30-16-610.000 General Supplies	199.16	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	05/22/26	RK Westford Supplies 1PCRFMHXTVQ7	259-5-30-15-610.000 General Supplies	11.66	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/07/26	Disc EES Supplies 1PFVYGTGF6F3	259-5-30-17-610.000 General Supplies	104.77	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	05/22/26	RK MSP Supplies 1PQ9L6YNV3WD	259-5-30-15-610.000 General Supplies	39.98	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/28/26	PS Building 1QL1D3TK31DR	259-5-30-16-610.000 General Supplies	5.95	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/15/26	Reach FMS Supplies 1QY3JRN7X1WK	259-5-30-17-610.000 General Supplies	638.75	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/20/26	PS Discoverer Supplies 1RV61KPFLF6K	259-5-30-16-610.000 General Supplies	142.97	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/15/26	Disc EES Supplies 1V33JPXKRXLK	259-5-30-17-610.000 General Supplies	12.19	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/25/26	PS Discoverer Supplies 1V73FHRYR7TW	259-5-30-16-610.000 General Supplies	45.81	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	05/12/26	RK EES 1-2 Supplies 1VKJ9HKV9LRJ	259-5-30-15-610.000 General Supplies	69.35	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/25/26	PS Building 1WMRCG4DNXC6	259-5-30-16-610.000 General Supplies	23.87	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	05/14/26	Summer Camp Supplies 1WNKTF1F4C4J	259-5-30-17-610.000 General Supplies	33.95	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/07/26	Disc EES Supplies 1WXTXPMPJFRK	259-5-30-17-610.000 General Supplies	4.79	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/23/26	PS Discoverer Supplies 1X6RTGP39VCX	259-5-30-16-610.000 General Supplies	166.58	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	05/18/26	Town Behavior Supplies 1X9MHRJNDC6W	259-5-30-15-610.000 General Supplies	48.42	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	05/18/26	PS Event 1X9MHRJNLVRJ	259-5-30-16-610.000 General Supplies	53.22	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/26/26	PS Cleaning 1XCHVXD1MXJX	259-5-30-16-610.000 General Supplies	54.17	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/20/26	PS Explorer Supplies 1XRGNQHPJPY6	259-5-30-16-610.000 General Supplies	133.89	59283	08/12/26

11:29 am

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For Check Acct 01 (GENERAL FUND) All check #s 08/10/26 To 08/12/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	07/20/26 PS Cleaning Supplies 1XRGNQHPJQPP	259-5-30-16-610.000 General Supplies	52.98	59283	08/12/26
19815	AMAZON CAPITAL SERVICES	07/20/26 PS Adventurers Supplies 1XRGNQHPK14J	259-5-30-16-610.000 General Supplies	108.40	59283	08/12/26
80328	Aspen East Stables	07/28/26 Horse Programs July 072826D	259-5-30-14-330.000 Professional Services	824.00	59287	08/12/26
80128	BARBER, KEVIN	07/31/26 Camp July 073126D	259-5-30-14-330.000 Professional Services	8104.50	59288	08/12/26
25370	BOUNCE AROUND VT LLC	07/30/26 Disc EES 8/14 073026D	259-5-30-17-330.000 Professional Services	709.00	59290	08/12/26
06185	CHAMPLAIN VALLEY EXPOSITI	07/21/26 July 4th Event 6713	259-5-30-14-330.000 Professional Services	7797.50	59296	08/12/26
19040	DORSET PARK SKATING ASSOC	07/10/26 CMS Skate Rental 7/10 10252	259-5-30-17-330.000 Professional Services	170.00	59305	08/12/26
29970	EAST COAST ICE	07/21/26 Preschool 7/21 072126	259-5-30-16-610.000 General Supplies	176.00	59306	08/12/26
29970	EAST COAST ICE	07/22/26 Camp 7/22 072226	259-5-30-17-610.000 General Supplies	224.00	59306	08/12/26
42360	ECHO AT THE LEAHY CENTER	07/22/26 CMS 7/17 R260214	259-5-30-17-330.000 Professional Services	196.00	59307	08/12/26
80105	ECO-COUNTER CORP	07/30/26 Subscription Renewal C030149	259-5-30-12-610.000 General Supplies	1710.00	59308	08/12/26
03520	ESSEX CINEMAS	07/17/26 CMS 7/17 071726D	259-5-30-17-330.000 Professional Services	335.00	59310	08/12/26
38955	F W WEBB COMPANY	07/16/26 Pool Repair Parts 968730102	259-5-30-11-431.000 R&M Buildings & Grounds	280.74	59312	08/12/26
30185	FAMILY FUN & ENTERTAINMEN	07/17/26 Nova 7/17 849120	259-5-30-17-330.000 Professional Services	320.00	59313	08/12/26
25325	FILLION ASSOCIATES, INC	07/30/26 Pool Chemicals 38481	259-5-30-11-431.000 R&M Buildings & Grounds	5065.00	59314	08/12/26
80317	First National Bank Omaha	07/17/26 EJRP CC July 11880726	259-5-30-17-330.000 Professional Services	205.44	59316	08/12/26
80317	First National Bank Omaha	07/17/26 EJRP CC July 11880726	259-5-30-17-610.000 General Supplies	432.33	59316	08/12/26
20195	GET AIR	07/13/26 Camp Reach 7/13 071326D	259-5-30-17-330.000 Professional Services	1019.49	59318	08/12/26
80018	GOYETTE LUKE	07/17/26 Baseball Camp 071726D	259-5-30-14-330.000 Professional Services	3144.00	59320	08/12/26
04005	GREGORY, CIARA	08/03/26 Zumba Gold July FY27 080326D	259-5-30-14-330.000 Professional Services	56.00	59324	08/12/26
05585	INJURY TO EXCELLANCE / FI	06/25/26 Reach FMS 6/24 062526D	259-5-30-17-330.000 Professional Services	720.00	59330	08/12/26
2950	KASPRISIN ANDREW	08/05/26 Summer Camp 080526D	259-5-30-14-330.000 Professional Services	1500.00	59334	08/12/26
25685	LETGO YOUR MIND	08/04/26 Lego Camp 2026	259-5-30-14-330.000 Professional Services	12580.00	59338	08/12/26
25035	LIQUID STUDIO	08/06/26 Meet Me on Main Design 26142	259-5-30-14-330.000 Professional Services	200.00	59339	08/12/26
25035	LIQUID STUDIO	08/06/26 Fall Brochure Design 26143	259-5-30-10-330.000 Professional Services	1950.00	59339	08/12/26

11:29 am

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80148	MASON, AARON	07/28/26 Camp Instruction 7/20-24 072826D	259-5-30-14-330.000 Professional Services	896.00	59342	08/12/26
25620	MONTSHIRE MUSEUM OF SCIEN	07/07/26 Reach Fleming 7/7 12639	259-5-30-17-330.000 Professional Services	693.00	59344	08/12/26
25620	MONTSHIRE MUSEUM OF SCIEN	07/09/26 Reach FMS 7/9 12640	259-5-30-17-330.000 Professional Services	762.00	59344	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26 Health Aug 2026 23206649	259-5-30-15-210.000 Group Insurance	12861.02	59346	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26 Health Aug 2026 23206649	259-5-30-14-210.000 Group Insurance	1014.28	59346	08/12/26
27395	MVP HEALTH CARE INC 43118	07/11/26 Health Aug 2026 23206649	259-5-30-16-210.000 Group Insurance	4878.67	59346	08/12/26
44275	MVP SELECT CARE INC.	08/05/26 01 July 26 HRA Admin Fee CINV021776	259-5-30-15-210.000 Group Insurance	22.75	59347	08/12/26
44275	MVP SELECT CARE INC.	08/05/26 01 July 26 HRA Admin Fee CINV021776	259-5-30-14-210.000 Group Insurance	3.50	59347	08/12/26
44275	MVP SELECT CARE INC.	08/05/26 01 July 26 HRA Admin Fee CINV021776	259-5-30-16-210.000 Group Insurance	10.50	59347	08/12/26
80315	McClellan, Hayden	07/29/26 Photos Wks 5-6 072926D	259-5-30-14-330.000 Professional Services	600.00	59348	08/12/26
80289	Neary, James	08/18/26 Performance 8/18 012	259-5-30-14-330.000 Professional Services	400.00	59352	08/12/26
19325	OPEN APPROACH INC	07/29/26 Childcare/Prog Laptops 29875	259-5-30-15-610.000 General Supplies	2181.50	59353	08/12/26
19325	OPEN APPROACH INC	07/29/26 Childcare/Prog Laptops 29875	259-5-30-14-610.000 General Supplies	2181.50	59353	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	07/20/26 Nova Snack 651649	259-5-30-17-610.000 General Supplies	253.14	59355	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	07/20/26 Disc EMS Snack 653598	259-5-30-17-610.000 General Supplies	165.26	59355	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	07/20/26 FMS Reach Snack 653740	259-5-30-17-610.000 General Supplies	236.84	59355	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	07/20/26 Reach FMS Snack 653741	259-5-30-17-610.000 General Supplies	224.13	59355	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	07/20/26 CMS Snack 653879	259-5-30-17-610.000 General Supplies	564.49	59355	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	07/21/26 Disc EES Snack 655031	259-5-30-17-610.000 General Supplies	462.98	59355	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	07/28/26 Disc EMS Snack 659098	259-5-30-17-610.000 General Supplies	409.80	59355	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	07/28/26 CMS Snack 659100	259-5-30-17-610.000 General Supplies	651.31	59355	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	07/28/26 CMS Snack 659359	259-5-30-17-610.000 General Supplies	139.05	59355	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	08/03/26 Disc EES Snack 659668	259-5-30-17-610.000 General Supplies	740.29	59355	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	08/03/26 CMS Snack 659911	259-5-30-17-610.000 General Supplies	514.40	59355	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	08/03/26 Reach FMS Snack 661222	259-5-30-17-610.000 General Supplies	235.93	59355	08/12/26

11:29 am

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
29425	PERFORMANCE FOOD 24793-EJ	08/03/26	Nova Snack 661572	259-5-30-17-610.000 General Supplies	248.37	59355	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	08/03/26	Disc EMS Snack 661577	259-5-30-17-610.000 General Supplies	196.37	59355	08/12/26
29425	PERFORMANCE FOOD 24793-EJ	08/04/26	Reach Fleming Snack 661874	259-5-30-17-610.000 General Supplies	136.23	59355	08/12/26
16020	POSTMASTER	08/04/26	Fall Brochure Postage 080426D	259-5-30-10-560.000 Postage	2391.34	59359	08/12/26
80306	RABIDOUX OLIVER	07/29/26	Photos Wks 5-6 072926D	259-5-30-14-330.000 Professional Services	600.00	59360	08/12/26
24325	RADIO NORTH GROUP INC	07/10/26	Childcare Walkies 24147998	259-5-30-17-610.000 General Supplies	222.00	59361	08/12/26
80359	Rec Technologies Inc	07/22/26	Implementation Fee 17496458	259-5-30-10-505.000 Tech. Subs, Licenses	15000.00	59364	08/12/26
80359	Rec Technologies Inc	07/22/26	Hardware for POS 17496459	259-5-30-10-610.000 General Supplies	1050.00	59364	08/12/26
05280	S & D LANDSCAPES LLC	07/11/26	MSP Turf Care 260381	259-5-30-12-330.000 Professional Services	13987.89	59365	08/12/26
10435	SCREENMYLOGO.COM	07/21/26	Pool Shirts 22393	259-5-30-11-610.000 General Supplies	1323.00	59367	08/12/26
14160	SHELBURNE MUSEUM	07/17/26	CMS 7/17 1963	259-5-30-17-330.000 Professional Services	185.00	59368	08/12/26
14160	SHELBURNE MUSEUM	07/20/26	Reach FMS 7/20 1967	259-5-30-17-330.000 Professional Services	285.00	59368	08/12/26
14160	SHELBURNE MUSEUM	07/21/26	Reach Fleming 7/21 1969	259-5-30-17-330.000 Professional Services	225.00	59368	08/12/26
17675	SMUGGLERS NOTCH RESORT	07/17/26	Disc EMS 7/17 071726D	259-5-30-17-330.000 Professional Services	460.00	59371	08/12/26
23495	STUDENT TRANSPORTATION OF	07/07/26	Reach FMS Bus 7/2 70361555	259-5-30-17-580.000 Travel	540.75	59373	08/12/26
23495	STUDENT TRANSPORTATION OF	07/13/26	Disc EES Bus 7/10 70361932	259-5-30-17-580.000 Travel	1197.38	59373	08/12/26
23495	STUDENT TRANSPORTATION OF	07/13/26	Reach FMS Bus 7/7-9 70361933	259-5-30-17-580.000 Travel	1139.44	59373	08/12/26
23495	STUDENT TRANSPORTATION OF	07/14/26	Disc EES Bus 7/13 70362006	259-5-30-17-580.000 Travel	444.19	59373	08/12/26
23495	STUDENT TRANSPORTATION OF	07/20/26	Disc EES Bus 7/17 70362382	259-5-30-17-580.000 Travel	560.06	59373	08/12/26
23495	STUDENT TRANSPORTATION OF	07/20/26	Reach FMS Bus 7/14-16 70362384	259-5-30-17-580.000 Travel	1467.75	59373	08/12/26
23495	STUDENT TRANSPORTATION OF	07/21/26	Disc EES Bus 7/20 70362513	259-5-30-17-580.000 Travel	444.19	59373	08/12/26
23495	STUDENT TRANSPORTATION OF	07/24/26	CMS/NOVA Bus 7/20-22 70362854	259-5-30-17-580.000 Travel	869.06	59373	08/12/26
23495	STUDENT TRANSPORTATION OF	07/24/26	Reach FMS Bus 7/20-22 70362856	259-5-30-17-580.000 Travel	1641.57	59373	08/12/26
23495	STUDENT TRANSPORTATION OF	07/27/26	Disc EES Bus 7/24 70363154	259-5-30-17-580.000 Travel	598.69	59373	08/12/26
23495	STUDENT TRANSPORTATION OF	07/27/26	CMS Bus 7/24 70363156	259-5-30-17-580.000 Travel	2375.45	59373	08/12/26

08/13/26

City of Essex Junction Accounts Payable

Page 12 of 13

11:29 am

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Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23495	STUDENT TRANSPORTATION OF	07/30/26	Disc EES Bus 7/27 70363478	259-5-30-17-580.000 Travel	444.19	59373	08/12/26
23495	STUDENT TRANSPORTATION OF	07/30/26	Reach FMS Bus 7/27-28 70363480	259-5-30-17-580.000 Travel	965.62	59373	08/12/26
23495	STUDENT TRANSPORTATION OF	07/31/26	Disc EES Bus 7/31 70363925	259-5-30-17-580.000 Travel	598.69	59373	08/12/26
25340	State of Vermont	08/03/26	Nova 8/3 080326D	259-5-30-17-330.000 Professional Services	68.00	59376	08/12/26
80333	Stitched by JB	07/30/26	Sew Cool Camp 073026D	259-5-30-14-330.000 Professional Services	1264.00	59377	08/12/26
03905	THE EDGE	07/31/26	Tennis Camps Aug 073126D	259-5-30-14-330.000 Professional Services	2126.25	59378	08/12/26
25315	VESPA'S PIZZA PASTA & DEL	07/23/26	Pool Staff Training 7/23 072326D	259-5-30-11-610.000 General Supplies	113.00	59382	08/12/26
25315	VESPA'S PIZZA PASTA & DEL	07/23/26	CMS Food 7/23 072326D1	259-5-30-17-610.000 General Supplies	332.00	59382	08/12/26
25945	VT AFTERSCHOOL	03/24/26	RecKids Workshop 3/4 6974	259-5-30-15-330.000 Professional Services	150.00	59386	08/12/26
17325	VT CIVIL WAR HEMLOCKS	05/23/26	Memorial Day Parade 202601	259-5-30-14-850.150 Memorial Day Parade	750.00	59387	08/12/26
06195	VT INSTITUTE OF NATURAL S	07/16/26	Reach Fleming 7/20 V2227	259-5-30-17-330.000 Professional Services	903.50	59390	08/12/26
06195	VT INSTITUTE OF NATURAL S	07/16/26	Reach FMS 7/21 V2228	259-5-30-17-330.000 Professional Services	1110.00	59390	08/12/26
07565	W B MASON CO INC	07/15/26	PS Supplies 263172048	259-5-30-16-610.000 General Supplies	111.54	59391	08/12/26
07565	W B MASON CO INC	07/17/26	Pool Supplies 263237636	259-5-30-11-610.000 General Supplies	80.80	59391	08/12/26
07565	W B MASON CO INC	07/23/26	CMS Snack 263352433	259-5-30-17-610.000 General Supplies	101.46	59391	08/12/26
07565	W B MASON CO INC	07/27/26	Pool Supplies 263393244	259-5-30-11-610.000 General Supplies	535.02	59391	08/12/26

08/13/26

City of Essex Junction Accounts Payable

Page 13 of 13

11:29 am

Check Warrant Report # 24126 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 08/10/26 To 08/12/26

Vendor	Invoice	Invoice Description		Amount	Check	Check
	Date	Invoice Number	Account	Paid	Number	Date
-----				-----		
		Report Total		1032576.30		
				=====		

To the Treasurer of City of Essex Junction, We Hereby certify
that there is due to the several persons whose names are
listed hereon the sum against each name and that there
are good and sufficient vouchers supporting the payments
aggregating \$ *1,032,576.30
Let this be your order for the payments of these amounts.

City of Essex Junction Bike Walk Advisory Committee Meeting Minutes - *DRAFT*



THURSDAY, AUGUST 13TH, 2026 • 7:00 PM
Online & 2 Lincoln Street, Essex Junction, VT 05452

www.essexjunction.org • P: 802-878-6944 x 1625
E: mgiguere@essexjunction.org

1. MEMBERS PRESENT

John O'Brien, Daniel Liguori, Jessie Huntley, Robert Frederick, Ian VanKirk

2. OTHERS PRESENT

Michael Giguere, Jack Evans

3. CALL TO ORDER

John called the meeting to order at 7 pm. Meeting attendees introduced themselves.

Introductions for 3 new members, Ian VanKirk, Jessica Huntley and Robert Frederick, who highlighted they hoped to support folks in Essex Junction to walk pets around safely, improve connectivity, run/recreate without disruption from motor vehicles.

4. AGENDA ADDITIONS/CHANGES

No agenda additions or changes were made.

5. PUBLIC TO BE HEARD

- a. Comments from Public

No members of the public provided public comments.

6. MINUTES FOR APPROVAL

- a. April 13th, 2026

Motion made by John O'Brien to approve the April minutes as presented. Motion passed unanimously (5-0).

7. BUSINESS ITEMS

- a. Welcome to New Members and Committee Reorganization

Michael Giguere explained how the committee has grown and functions and discussed what chair and vice chair entails. David Achee motioned to vote, Daniel Liguori seconded, to re-elect John O'Brien as Chair and elect Lauren Philbrook as vice chair. The motion was passed unanimously.

- b. Updates from Local Motion

Jack Evans introduced an opportunity to set up walking school buses where a parent/educator/known community figure would be compensated to run it. After a short discussion on the needs and opportunities of the program, committee members agreed it was a good idea to move forward and do it at Hiawatha Elementary School. It was decided that John O'Brien, Jack Evans, and David Achee would meet with the principal of Hiawatha Elementary School to discuss next steps.

c. Park Street Reconfiguration Funding

The decided-upon lane restriping on Park Street does not have enough funding, Michael Giguere outlined that BWAC funding could be used to fill the funding gap in the project. The budget has generally been used to purchase RRFB's and bike parking hoops. Discussion centered around the significance of the Park Street project and connections to other towns, while members also expressed concern at such a big expenditure of funds.

David Achee motioned to support the use of its annual budget for implementation of the Park Street Complete Streets project, Daniel Liguori seconded. The motion was passed unanimously (5-0).

8. STAFF UPDATES

a. Updates on City transportation projects

i. Lincoln and Central RRFB

The project is currently in limbo - RRFB would require the movement of a utility pole in the way.

ii. Pearl Street Crossing

No concrete median was selected. However, the project will be moving forward.

iii. Form-Based Code Proposal for City Center and Pearl Street Corridor

Taking public feedback on this guide at the Planning Commission in September.

iv. Pearl Street West

Michael outlined the project. It continues to move forward.

v. Wilkinson & Tyler

Michael outlined that there is a potential redesign and signage addition that is being considered.

9. ADJOURNMENT

Daniel motioned to close, David seconded. The motion was passed unanimously (5-0).

**CITY OF ESSEX JUNCTION
PLANNING COMMISSION REGULAR MEETING
MINUTES OF MEETING
AUGUST 11, 2026
DRAFT**

PLANNING COMMISSIONERS PRESENT: Elijah Massey, Chair; Finn Hamilton (non-voting) Elena Juodisius, Scott McCormick; Kirstie Paschall

PLANNING COMMISSIONERS ABSENT: Diane Clemens, Vice-Chair

ADMINISTRATION: Chris Yuen, Community Development Director

OTHERS PRESENT: Darren Schibler

1. CALL TO ORDER

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

2. AGENDA ADDITIONS/CHANGES

D. Schibler said he plans to complete the conversation, which began at the last meeting, on the energy chapters of the Comprehensive Plan. All were amenable.

3. PUBLIC TO BE HEARD

a. Comments from Public on Items Not on Agenda

None.

4. MINUTES

a. July 2nd, 2026

SCOTT MCCORMICK made a motion, seconded by ELENA JUODISIUS, to approve the minutes of July 2nd, 2026. Motion passed 4-0.

5. BUSINESS ITEMS

a. Comprehensive Plan Update - Draft Sections

i. Chapter 2 – Community Vision and Strategies

ii. Chapter 3 – History; Trends

The Planning Commission (PC) discussed updates to the Comprehensive Plan. D. Schibler discussed integrating the Community Vision Strategic Action Plan (CVSAP) as a foundation for the current update and eliminating dated content and studies. He also discussed the transition from Essex Junction as a village to its current status as an independent city. E. Massey said the CVSAP is the most comprehensive community engagement initiative that Essex Junction has undergone, despite some gaps in the process. F. Hamilton discussed difficulties in enabling some citizens to attend meetings, suggesting that community events be utilized to better increase engagement. S. McCormick suggested breaking down the vision statements into key objectives like "inclusive and welcoming ethos" and "community-led economic approach," with plans to incorporate these vision statements into each chapter while maintaining detailed implementation information in separate sections. D. Schibler will reformat the section to make it easier to read and understand.

D. Schibler discussed the chapters on energy and efforts to condense changes and bring forth the key actionable items. The Chittenden County Regional Planning Commission (CCRPC) will be adding

additional language and details into this chapter. E. Massey also suggested a shorter list of action items which can be completed within the next eight years. S. McCormick suggested prioritizing the top 20-25 actions desired for public visibility. E. Massey and S. McCormick discussed formatting changes to make the plan more readable, potentially using executive summaries and tabular formats for key priorities. S. McCormick said the PC needs to consider if this is a technical document for internal use or should be treated as a more accessible public-facing version. D. Schibler said some surrounding municipalities have both a technical document and a more readable version, however this is not possible for Essex Junction at this time. S. McCormick discussed efforts to make the transportation section more readable. C. Yuen discussed the inclusion of the Connect the Junction project, and the 10-story building height and form-based codes intended to implement this.

The PC discussed consolidating and presenting key content from the implementation chapter into a more accessible format for elected officials and city staff. They agreed to add specific details about building height changes to allow for up to 10 stories and corresponding code amendments in the Connect the Junction section. The PC discussed editing and will send changes to C. Yuen rather than making changes simultaneously to a virtual document. D. Schibler is requesting all comments to be presented to staff two weeks from today. This will allow time to incorporate and prepare documents for the next meeting. Chapter 3 will be discussed at a future meeting due to pending demographic data, along with information on the separation of Essex and Essex Junction.

S. McCormick raised concerns about the need to provide context for housing initiatives, particularly explaining the rationale behind housing needs and addressing public questions about population demographics and economic development impacts. He said there is a knowledge gap between actual needs and existing conditions and the knowledge of residents. The PC decided to create a separate subsection in Chapter 2 to explain the foundational housing assessment processes, including statewide housing needs assessments, before diving into specific land use changes. K. Pascall suggested adding references to housing needs assessments and CCRPC targets in relevant sections. E. Massey suggested potentially revising the iconography used to be more localized and context-specific.

Regarding the energy chapters, D. Schibler discussed chapter organization, proposing to move policies from an appendix into the main plan to maintain cohesion. The PC agreed to keep constraints and siting policies together in one narrative section rather than scattering them throughout the document. Land use will be discussed at the next meeting, with D. Schibler discussing simplifying residential zoning categories into broader categories and potentially using more active, visionary language in naming these districts, though they noted the need to ensure the terminology remains accessible to the public. D. Schibler will investigate how other communities classify multi-family residential properties v. primarily single-family neighborhoods.

The PC discussed plans for a public hearing scheduled for September 3rd. D. Schibler suggested scheduling a separate climate commission meeting, should the public hearing become contentious. C. Yuen will investigate potential dates for this meeting.

b. 2026 Land Development Code (LDC) Amendments

C. Yuen discussed the new renderings showing building concepts with a 1-to-1 street room ratio along Park Street, as well as efforts to inform the public of these changes. He discussed development plans for

the southeastern city center quadrant, focusing on building height concerns and the potential for more proactive city involvement in the development process. He hopes to have another rendering available of the Pearl Street corridor near the Dollar Tree.

S. McCormick noted that the Development Review Board (DRB) currently lacks the ability to take a more active role in development projects. The DRB is only able to react to proposals from developers. He expressed interest in incorporating geothermal technology and creating spaces for community gathering in new developments. While formal involvement is limited, the PC would be open to voluntary engagement with developers during the pre-application process to provide guidance on design and sustainability features. C. Yuen discussed the Community Housing and Infrastructure financing process, a statewide tax increment financing program. F. Hamilton discussed concerns about potential project delays which may result from additional board involvement. S. McCormick discussed education which could be offered towards developers to explain why desired features make sense; however, he also noted that this would make for more work for staff. This could possibly be integrated in the pre-development process.

i. Form-Based Code Public Engagement Review

E. Massey discussed feedback received from public engagement efforts at National Night Out. The public response was generally positive, and around 15-20 individuals engaged in the process. Few people put stickers on the posterboard; however, many more came by to look at the exhibits. E. Massey said some participants misunderstood that the city would directly build the proposed buildings rather than setting rules for developers. S. McCormick said participants were generally supportive of meeting the housing targets. Key concerns raised included over-regulation and perceived social issues associated with higher density, leading to discussions about how to better communicate the purpose and benefits of these changes. E. Massey noted that in-person feedback sessions tend to have more positive feedback than online sessions. The PC identified the need for better branding materials for future events. C. Yuen acknowledged that follow-up questions from previous communications still need to be addressed. As a result, he suggested creating an FAQ document to address public questions. This will be available online and will be available prior to the public hearing on September 3rd. The PC discussed including questions regarding the need for housing, the purpose of mixed-use developments and increased density.

ii. Discussion of unit mix requirements

The PC reviewed residential unit mix requirements, which requires developers to have a greater diversity of unit sizes. The PC chose a 25% requirement after comparing Essex Junction's regulations with other surrounding municipalities. C. Yuen said input from developers will also be sought.

iii. Review draft LDC amendments and consider warning a hearing for September

C. Yuen discussed the process of transmitting the Land Development Code to the City Council. E. Massey requested comment from the PC regarding the LDC draft, of which there was none.

SCOTT MCCORMICK made a motion, seconded by ELENA JUOSIDIUS, that the Planning Commission approve the Report Pursuant to 24 V.S.A. § 4441(c) for the proposed 2026 Land Development Code amendments and direct staff to warn a public hearing on the proposed amendments for September 3, 2026, at 6:30 p.m. Motion passed 4-0.

ESSEX JUNCTION PLANNING COMMISSION

8/11/26

PAGE 4

C. Yuen thanked Maya Balassa of the CCRPC for her assistance with this project.

6. MEMBERS UPDATES

None.

7. STAFF UPDATES

C. Yuen said City staff have been looking into the Essex Junction sidewalk policy to ensure it aligns with walkability standards.

8. ADJOURNMENT

SCOTT MCCORMICK made a motion, seconded by ELENA JUOSIDIUS, to adjourn. Motion passed 4-0. Meeting adjourned 8:39 PM.

Respectfully submitted,
Darby Mayville

POLICE COMMUNITY ADVISORY BOARD

POLICE COMMUNITY ADVISORY BOARD

REGULAR MEETING

MINUTES OF MEETING- DRAFT

July 21, 2026

POLICE COMMUNITY ADVISORY BOARD: Gwendolyn Evans, Lisa Helme, Nancy Bean, Jenny Parker

ABSENT: Dan Maguire

STAFF: Kristen Wright- Community Liaison, Essex Police Department

ADMINISTRATION:

OTHERS PRESENT:

1. CALL TO ORDER

Chair Gwendolyn Evans called the meeting to order at 6:06pm.

2. AGENDA ADDITIONS/CHANGES

No additions or changes

3. AGENDA APPROVAL

The agenda was approved.

4. PUBLIC TO BE HEARD

None

5. CONSENT ITEMS

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

6. BUSINESS ITEMS

- a. Discussed PCAB Chief and Vice Chair positions. Lisa nominates Jenny as vice chairperson Gwendolyn as chairperson, and Nancy seconds the motion. Motion is approved.*
- b. Coming Together Summit- Jenny will be present, Gwendolyn would like assistance with transportation and someone to help her around the booths. Printing 200 brochures for PCAB recruitment and awareness.*
- c. National Night Out will have a table which will be staffed by Gwendolyn, Jenny, Lisa and Nancy, possibly Dan as well. The plan is to have a photo booth area with props that people can take cell phone photos with. Discussion on the background and what type of props should be purchased and how these can be used for other events PCAB tables at.*

- d. Reach out to Brownell Library (and possibly other libraries) to inquire about hosting a "Know Your Rights" or similar community interaction event.
- e. *Kristen will revise the Work Plan and send to all members.*
- f. *Nancy will work on figuring out when the upcoming Senior Dinners are and try to attend one of those to discuss the PCAB.*

7. ADJOURN

A motion to adjourn was made by Jenny. The motion was seconded and approved by the Board. The meeting adjourned at 7:16pm.

Respectfully submitted,

Kristen Wright
Community Affairs Liaison

City of Essex Junction Tree Committee Meeting Minutes 07/28/26

In attendance: Nick Meyer, Steve Rivard, Rich Boyers, Amada Borok, Luka Karki, Darren Schibler.

May minutes Approved.

Welcome new members: Amanda Borok and Luka Karki.

Darren Schibler from the Chittenden County Regional Planning Commission presented an update on the Land Development Code, and the City of Essex Jct Comprehensive Plan. CITY OF ESSEX JUNCTION Y COMMUNITY VISION & STRATEGIC ACTION PLAN. This Plan consists of 6 Pillars of Framework one of which is most aligned with the Tree Committee = Number 5: Environmental Stewardship. Updating the Municipal Planning Code, highlighting Capital Investment, and Private Sector Investment also were presented. Emphasis is on Housing and Energy on an 8 year plan line up. Actions, Timelines, and Hearings to take place, as well as regulation Enforcement.

Docket on Action plan is to update city tree inventories, under the Urban Forest Management Plan. The overall plan will be presented to City Council in September.

Nursery workday 08/11The Nursery is in need of extra help due to weather cancellation of July weeding event.

Rich presented a very interesting new flyer for announcing The Greatest Tree Contest to be launched in September and voted on in October.

2026 Growing Season Issues: 8 Trees on the Crescent Connector in need of water and Gator Bags. Steve & Nick will get these attached right away.

Adjourn 6 pm

Tree Farm Management Group - Monthly Meeting

Date: Monday 8/10/26 at 6:00 PM

**Location: Town Office's Conference Room
81 Main St., Essex Junction, VT 05452**

In attendance: Aaron Stewart, Giles Willey (late 620), Maria Godleski, James Goudie, Debbie Knakal, Paul Benoit, Wendee Pringle, Harlan Smith, Ally Vile, Julie Shorter and Bill Wagner

Absent - Mike Nick, Garry Scott

AGENDA

Call to Order: 601 PM

Agenda Additions/Changes: Encampment in woods at TF, Bill Wagner - Nordic, vote to discuss board expansion and election

1. Public to be heard - none

2. BUSINESS ITEMS

- a. **Approval of the July Meeting Minutes** [TFMG Meeting Minutes, July Approved 8.10.26.pdf](#) Paul made a motion, which was seconded by Aaron, that the minutes be approved. All were in favor.
- b. **Field Scheduling and Reservation Updates (Debbie)** - Waiting on Essex Rec for their fall needs. After discussion we will be able to accommodate both frisbee and Gateway Lacrosse, but lacrosse will likely not be on the same field every Saturday. They are also aware of their need to pay for the fields they plan to use. Based on fall 2025 reservations, we will add a second portable toilet cleaning per week for fall 2026 through 10/19. We project the need to also do this in May 2027. Migrant Justice has the facility for one Saturday, 8/15, they will be reminded to empty all trash into the dumpsters to keep animals from getting at the trash. Given that fields are being seeded and then rested, James will inquire of S&D of a

plan and cost for field rehabilitation in 2027 for budget and planning purposes.

3. Financial Review (Giles) [TF Financials August 2026.pdf](#)

- a. **Financial updates** - Given our reservations for the fall we should hit our target gross income barring any unexpected issues. The field rehab efforts are going full bore right now. Fields 4, 6, 7, 10 & 13 have been augmented with top soil mix in all of the beat up areas, aerated, and seeded. We have the 4 guns going and have had to get 2 additional 50' sections of hose and a number of parts to keep everything working. The trailer had to be replaced (both wheels and the tongue went south). The price of a new trailer was \$229 which was cheaper than the parts to fix the old one. Running the guns on this many fields is very time consuming. Transferring from field 6/7 to 13 takes roughly 2 hours. Hoses need replacing and repairs. The goal is to have these fields ready by Sep 1 and given the grass coming through on 4 (the first field seeded) this seems realistic. The tractor that is used to tow the reels is in bad condition. We need to make a plan to purchase something that is more suited to towing like a UTV.

4. Other -

- a. **Calendar (Ally)** - Presentations to the municipalities are required to occur between September-December. Last year it was done in December and January (due to a conflict for the City). Aaron will reach out to schedule for November as this will give a closer to end of year picture. Our water use will be higher due to seeding the fields. The most recent bill did account for the credit as previously outlined so our total Storm Water Utility fee is now approx. \$1,500/year. Our domain support auto renews annually on 10/31. We should also add scheduling software to our calendar and may want to schedule more than 1 meeting when reviewing our budget and setting our 2027 fee schedule.
- b. **Review of/Report outs on Facility Walk Through Items (All)** - Tasks from the walk through are below. Julie to follow up with those labeled City. Aaron has reached out to CTE. Field 1 was included in the watering schedule. James will manage the picnic tables and the flower bed at the front gate. Per Mike Nick via email, Yipes has agreed to create a new graphic for our entry sign near the road as part of their sponsorship for this year. The rest of the items will be managed as able.

- Tree line along pedestrian path needs mowing/tree trimming - City
- Meter box between the cemetery and pedestrian path may belong to the City and could use repair - City (if not the City's property, CTE)
- Dangerous situation w/ drop offs occurring where the pedestrian path meets Old Colchester Rd. by the cemetery, may need additional signage or problem solving- City
- Field 1 needs water - TF
- Dilapidated gate near meter box needs to be removed and replaced by boulder - TF
- Brush on the far side of Field 1 needs to be removed - TF
- Need to replace the lock on the gate from Autumn Pond into the pedestrian path, may need a boulder to supplement the gate - TF
- Full size goal behind field 1 needs to be assessed/used - TF
- Field 3 sign blocked by overgrown weed/tree - TF
- Picnic tables in barn to be put out for use - TF
- TF sign at main gate needs refresh - TF
- Flower bed at main gate needs weeding/new plants - TF (Jane Lancaster has volunteered)
- Dirt pile behind Fields 1 and 2 to be spread over large gravel in back parking area - Autumn Pond contractor
- Field 1 tree line encroaching on field - CTE (or TF if that can't happen soon)
- Tree lines between 2-3, 1-2 and 6/7-5 need under brush removal and trimming - CTE
- Barn should be assessed for future work (like doors) - CTE

Bill inquired about volunteers for work needing to be done at the TF.

There are liability issues beyond certain types of work. As a result of this discussion and one on payroll, Harlan will forward a copy of the Town's Hold Harmless document for reference. Ally suggested we review the Town's Trail Keepers volunteer language/allowable activities.

- c. **Encampment** - Garry informed the TFMG that his Grounds Crew discovered an encampment on the TF property diagonal from the white barn. Essex PD have been contacted. Aaron will follow up with them and determine any requirements should this occur again in the future.

d. Nordic - James is no longer associated with Nordic Soccer. Bill Wagner is the interim representative for Nordic and was present at this meeting. Due to James' long history and interest in continuing with the TFMG, there was discussion. Aaron motioned to expand the board to 12 members. Giles seconded this motion. Harlan abstained. All were in favor. Aaron then motioned to make James a member at large. Giles seconded this motion. Harlan abstained. All were in favor. Aaron made a third motion to re-elect James as vice president. Ally seconded this motion. Harlan abstained. All were in favor. No further discussion on the topics. Due to the changes in leadership at Nordic, the TFMG will now pay those staff, informally known as J-Crew, who line the fields, etc., directly. They will be independent contractors like our scheduler. Giles will work with James to get their last pay period hours and W-9s completed.

5. Additions to the Agenda -

a. Executive Session - none occurred

6. Next Meeting & Adjournment - Next meeting Monday 9/14/26 at 6 PM at the Police Department's Conference Room.