



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

Online & 2 Lincoln St.  
Essex Junction, VT 05452  
Wednesday, June 14, 2023  
**6:30 PM**

E-mail: [admin@essexjunction.org](mailto:admin@essexjunction.org)

[www.essexjunction.org](http://www.essexjunction.org)

Phone: (802) 878-6944

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

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

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
  - a. Comments from Public on Items Not on Agenda
5. **PUBLIC HEARING**
  - a. Public Hearing on Land Development Code Amendments
6. **BUSINESS ITEMS**
  - a. \*Interviews and Consider Appointments to the Community Advisory Board
  - b. Conversation with CHIPS Executive Director Christina Corodimas
  - c. Discussion and Consideration of Land Development Code Amendments
  - d. Discussion and Consideration of Park Ordinance Amendments
  - e. Discussion and Consideration of Local Option Tax Policy
  - f. \*\*Discussion and Consideration of an Executive Session to discuss pending or probable civil litigation
7. **CONSENT ITEMS**
  - a. Approve Check Warrants #17355 (051923); #17356 (052623); #17357 (060223); #17358 (060923)
  - b. Approve Minutes: May 24, 2023
8. **READING FILE**
  - a. Council & Manager member comments
  - b. Reappraisal Update
  - c. Governor's Executive Order on Housing
  - d. Low Income Household Water Assistance Program
  - e. Champlain Water District Water Quality 2023 Report
  - f. Development Review Board: May 18, 2023
  - g. Brownell Library Trustee: May 24, 2023
9. **EXECUTIVE SESSION**
  - a. \*An executive session may be needed for the appointment of public officials
  - b. \*\*An executive session may be needed to discuss pending or probable civil litigation
10. **ADJOURN**

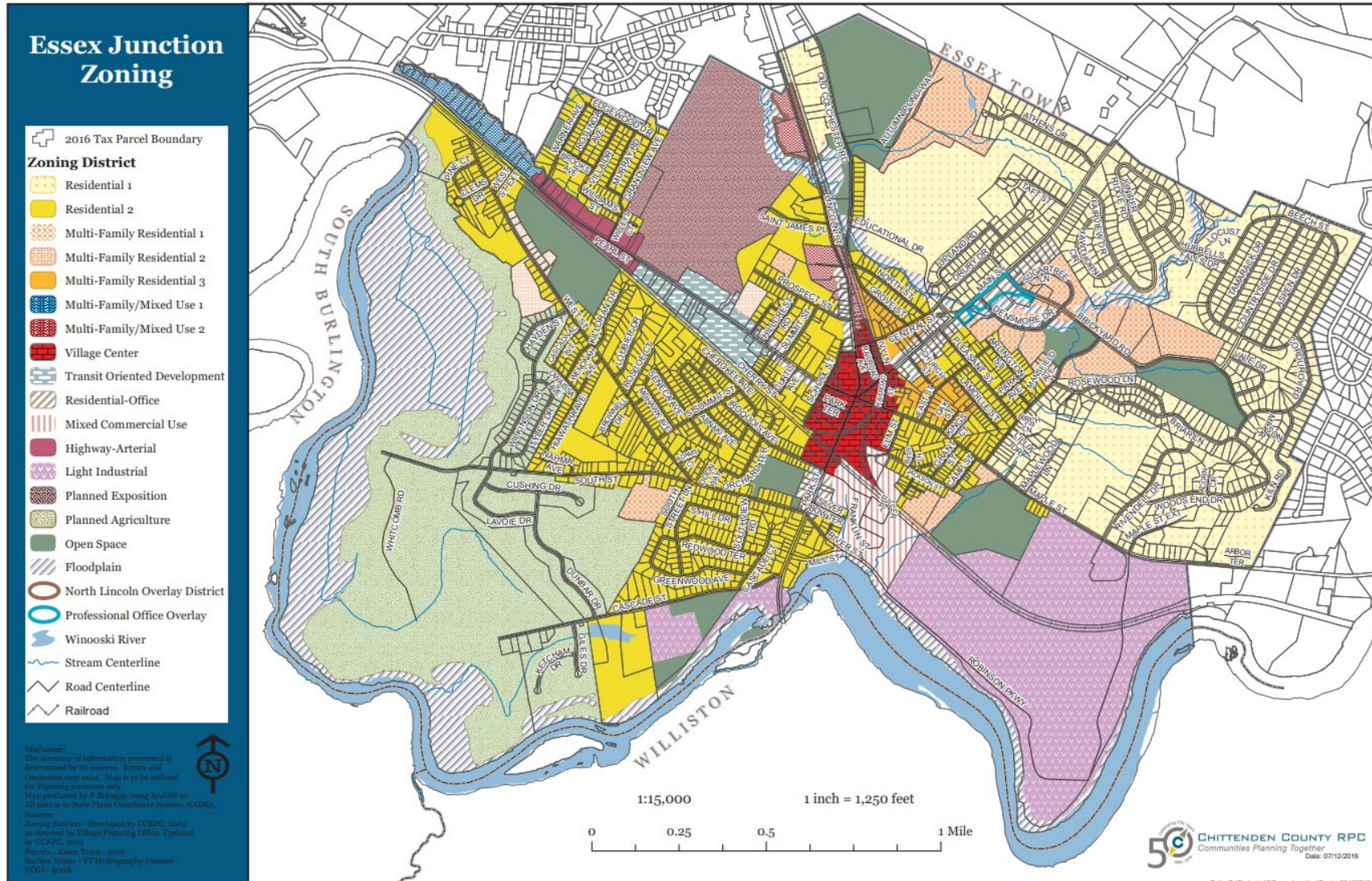
*Members of the public are encouraged to speak during the Public to Be Heard agenda item, during a Public Hearing, or, when recognized by the President, during consideration of a specific agenda item. The public will not be permitted to participate when a motion is being discussed except when specifically requested by the President. 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.*



**LAND  
DEVELOPMENT  
CODE  
AMENDMENTS**

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# LAND DEVELOPMENT CODE



Zoning bylaws-the rules that regulating what can be built in different parts of the city.



Google



# PURPOSE OF LDC AMENDMENTS

1. Alignment with the latest **Comprehensive Plan update** and **Five Corners Design Plan** to improve infill development and the pedestrian experience in the Village and the trunk routes entering the Village.
2. In response to the **severe housing shortage**, and elevated construction costs for housing, these amendments include several provisions to streamline the review process for housing and Accessory Dwelling Units, increase density in some districts, and reduce residential parking requirements.
3. **Stormwater management** application requirements and standards have been proposed to align with the City's changes in state stormwater requirements and current best practices.
4. **State Statute changes** since the last LDC update have been incorporated, **including the S.100 Housing Bill** requirements
5. General amendments throughout the entire Land Development Code have been made to align with the **new City of Essex Junction charter** including: all references to the Village of Essex Junction have been replaced with the City of Essex Junction; development review authority has been changed from the Planning Commission and Zoning Board of Adjustment to the Development Review Board.
6. Clarification amendments have also been proposed throughout to **reduce redundancy** between process and standard sections.

# DESIGN FIVE CORNERS



*Figure \*: Park Street with new buildings lining the streets and pedestrian improvements. Image courtesy of Julie Campoli*

1. Pedestrian access directly from the building to the public sidewalk;
2. Pocket park with benches or similar amenities between the public realm and the private building (see image box for examples to help clarify the intent of this requirement);
3. Public art, murals or interactive games;
4. Covered bus shelter; and
5. Shade trees.



# CREATE OPPORTUNITIES TO BUILD MORE HOUSING

- allowing up to four dwelling units per lot in Residential Zoning Districts (R-1 and R-2),
- allowing increased density in the Multi-Family Residential Districts (MF-1 and MF-2),
- simplifying and improving the Accessory Dwelling Unit approval process, and
- adding special standards to maintain the aesthetic characteristics of residential districts.

**LAND  
DEVELOPMENT  
CODE  
AMENDMENTS**



# RESIDENTIAL ZONING DISTRICTS (R-1 AND R-2)

- Duplex

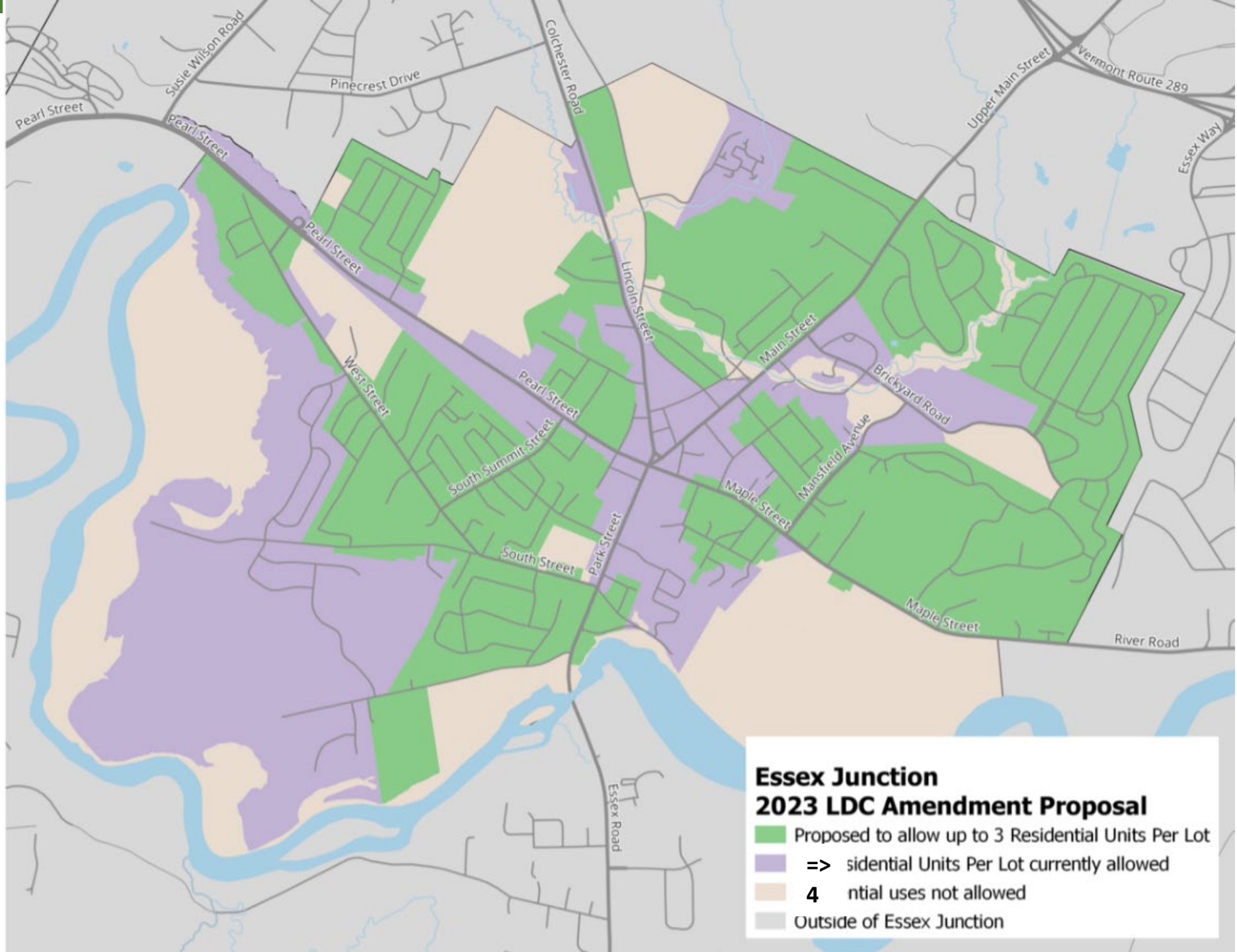




# RESIDENTIAL ZONING DISTRICTS (R-1 AND R-2)

- Triplex





**Essex Junction  
2023 LDC Amendment Proposal**

- Proposed to allow up to 3 Residential Units Per Lot
- => Residential Units Per Lot currently allowed
- Residential uses not allowed
- Outside of Essex Junction

# STRENGTHEN STANDARDS FOR DESIGN AND HISTORIC PRESERVATION

- accommodating infill development while creating a more pedestrian-friendly atmosphere in the Village Center and trunk routes by incorporating the Design Five Corners concepts into design review standards;



Figure \*: Park Street with new buildings lining the streets and pedestrian improvements. Image courtesy of Julie Campoli

# STRENGTHEN STANDARDS FOR DESIGN AND HISTORIC PRESERVATION

- expanding the architectural design and historic preservation review standards used in the Village Center District into the 5 trunk routes of Maple, Main, Lincoln, Pearl, and Park St.
- clarifying the eligibility for historic preservation.

# City of Essex Junction Zoning Legend

## Zoning District

-  Residential 1
-  Residential 2
-  Multi-Family Residential 1
-  Multi-Family Residential 2
-  Multi-Family Residential 3
-  Multi-Family/Mixed Use 1
-  Multi-Family/Mixed Use 2
-  Village Center
-  Transit Oriented Development
-  Residential-Office
-  Mixed Commercial Use
-  Highway-Arterial
-  Light Industrial
-  Planned Exposition
-  Planned Agriculture
-  Open Space
-  Floodplain
-  Design Review & Historic Preservation Overlay
-  North Lincoln Overlay
-  Professional Office Overlay



1:15,000



### Source:

Zoning - CCRPC, updated 2022 with Overlay  
 Parcels - 2021 updated through Vermont Parcel Program; Road  
 Centerline - e911, 1/2019; Railroad - VTrans  
 Map created by P. Brangan using ArcGIS Pro. All data is in State Plane  
 Coordinate System, NAD 1983.

### Disclaimer:

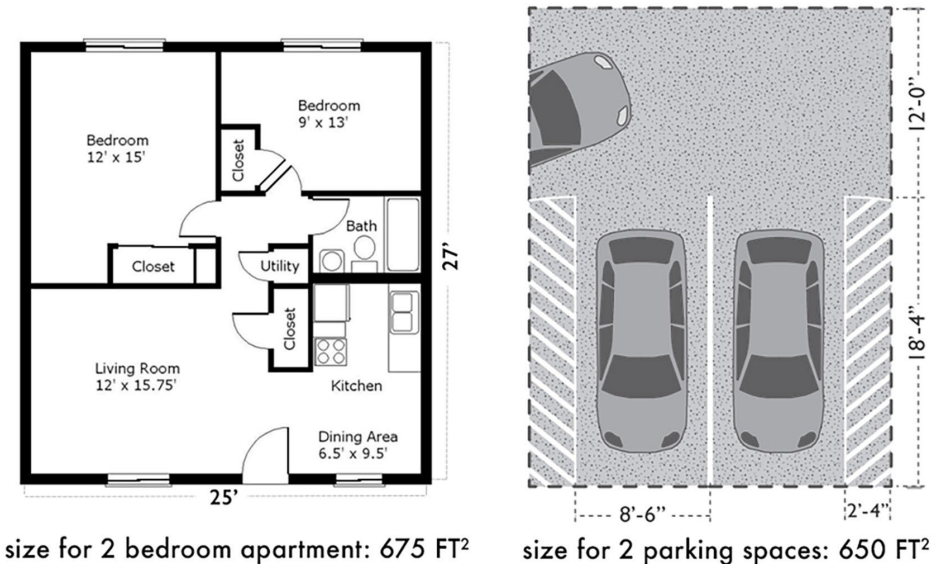
The accuracy of information presented is determined by its sources.  
 Errors and omissions may exist. The Chittenden County Regional  
 Planning Commission is not responsible for these. Questions of on-  
 the-ground location can be resolved by site inspections and/or surveys  
 by registered surveyor. This map is not sufficient for delineation of  
 features on-the-ground. This map identifies the presence of features,  
 and may indicate relationships between features, but is not a  
 replacement for surveyed information or engineering studies.

# ADD FLEXIBILITY FOR THE PROVISION OF PARKING

To reduce the cost of construction and to allow for the efficient use of space, the proposal adds flexibility to the provision of parking by:

- reducing the parking requirements for residential uses from a minimum of two required parking spaces to a minimum of one required parking space per residential unit; and
- making better use of existing parking lots through shared parking arrangements.

## Living Space Vs. Parking Space



Sources: Transportation Cost and Benefit Analysis II – Parking Costs Victoria Transport Policy Institute ([www.vtpi.org](http://www.vtpi.org))  
Graphic Adapted from Graphing Parking (<https://graphingparking.com/2013/07/23/parking-across-cascadia/>)

# IMPROVE STANDARDS FOR BICYCLE PARKING FACILITIES

To make cycling a viable option for more people, we propose the following:

- requiring visible, conveniently located bike racks for most new developments and existing buildings when undergoing major changes and renovations; and
- requiring secure, weather-protected bicycle parking in new mixed-use, commercial, or multi-unit residential buildings. Some large developments would also have to include showers and clothes lockers.



# INCORPORATE GREEN STORMWATER INFRASTRUCTURE & ENHANCED LANDSCAPING PRACTICES

We propose amendments in the LDC that will enable and encourage the use of Green Stormwater Infrastructure, such as:

- enhanced landscaping and street trees, and
- green roofs, stormwater retention ponds, and bioswales.

## INFILTRATION

TO LEARN MORE ABOUT INFILTRATION BMPS, SEE: [GSI CONCEPT #1: INFILTRATION FACT SHEET](#)



## EVAPOTRANSPIRATION

TO LEARN MORE ABOUT EVAPOTRANSPIRATION BMPS, SEE: [GSI CONCEPT #2: EVAPOTRANSPIRATION FACT SHEET](#)



## STORAGE AND REUSE

TO LEARN MORE ABOUT STORAGE AND REUSE BMPS, SEE: [GSI CONCEPT #3: STORAGE AND REUSE FACT SHEET](#)



Better Buildings for Oregon [Julie Walters]



# ADJUST THE PERMITTING FEES SCHEDULE TO REFLECT THE COST OF PROCESSING AND REVIEW BETTER

- increased permitting fees to align with the costs of review, services, and state statute changes.
- new Sewer Capacity Allocation fee to prepare for future capital needs

# PUBLIC ENGAGEMENT

- Website – [essexjunction.org/LDC2023](https://essexjunction.org/LDC2023)
- Front Porch Forum / Facebook
- Press Release
- Online Survey

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# THE ESSEX REPORTER

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LOCAL NEWS

## City Council meets Aug. 31 to discuss duplexes and triplexes throughout Essex Junction, among other Land Development Code Amendments

KATE VANNI Staff Writer  
Published on Aug 29, 2022



## Essex Junction looks to amend zoning for more housing



**ZONING CHANGES** 11:03 42°

[xfinityonline](#) STOCKS **Marvell Technology Group Ltd** 43.59 | ▲ 1.92

By Rachel Mann  
Published: May 18, 2023 at 8:52 AM EDT

ESSEX JUNCTION, Vt. (WCAX) - Essex Junction city leaders want to make some zoning changes to allow for more housing and they're looking for input from residents.

The most significant change would be increasing the number of units allowed on residential lots and making the approval process

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LOCAL NEWS

## Five-story buildings in Essex Junction's Village Center, and other ways S.100 has impacted the land development code

KATE VANNI Staff Writer  
Published on May 26, 2023



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CURRENT TRAFFIC CONDITIONS

# The Morning Drive



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LOCAL NEWS

## What is happening to Essex Junction's Land Development Code and how you can give feedback on it

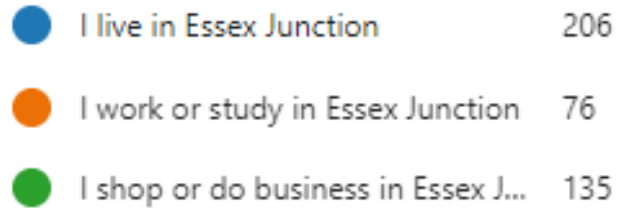
KATE VANNI Staff Writer  
Published on May 16, 2023

# SURVEY RESULTS

- Open from May 12, to June 8
- 217 responses
- >200 responses were from before additional S.100 related changes made on May 24

1. Do you live, work, study or do business in the City of Essex Junction? (Please select all that apply)

[More Details](#)



20. Does your household rent or own your home?

[More Details](#)









 Insights

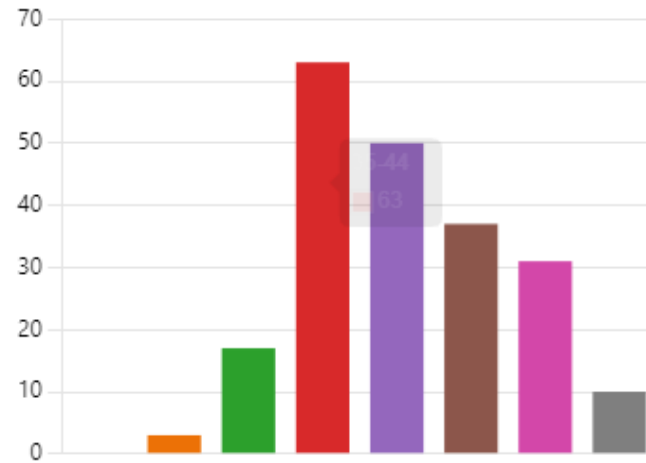


## 21. What is your age?

[More Details](#)



 Insights

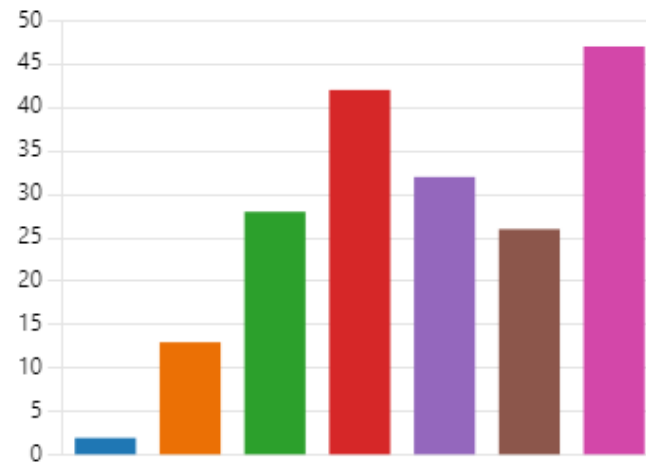
 Under 18	0
 18-24	3
 25-34	17
 35-44	63
 45-54	50
 55-64	37
 65-74	31
 75 and above	10



## 22. What is your annual household income? (numbers are rounded to the nearest thousand)

[More Details](#)

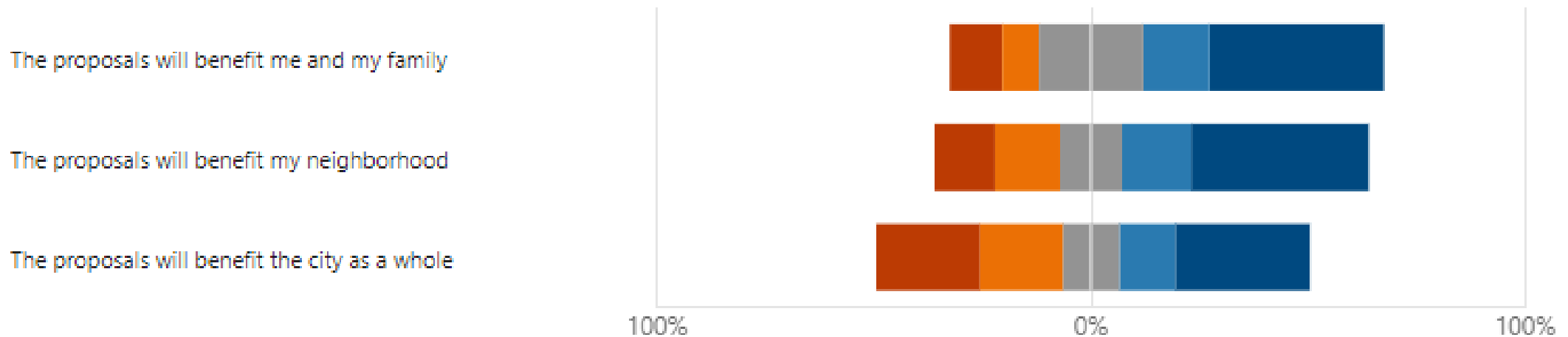
 \$0 -24,000	2
 \$25,000 -49,000	13
 \$50,000 -75,000	28
 \$75,000 -99,000	42
 \$100,000 -124,000	32
 \$125,000 - \$149,000	26
 \$150,000 and above	47



# SURVEY RESULTS- HOUSING

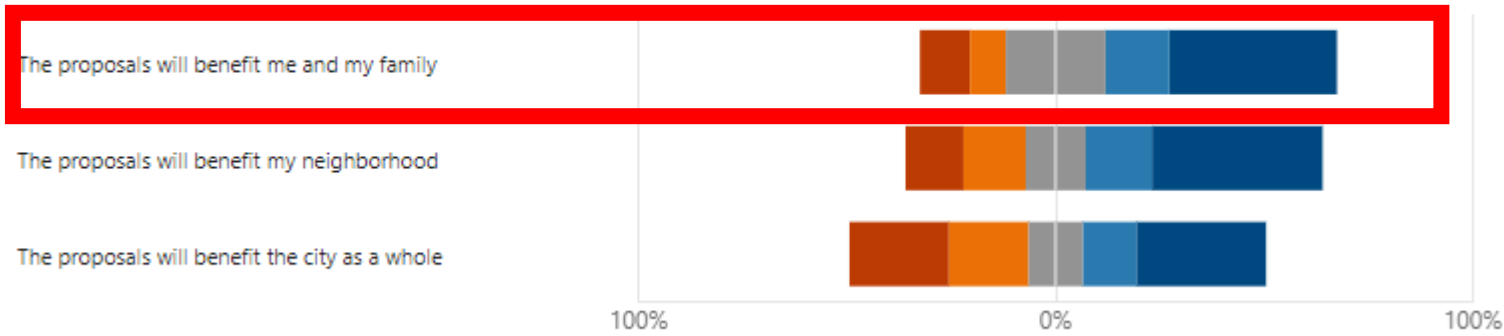
- “Please rank how strongly you agree or disagree with the following statements about the housing-related proposals”

Strongly Agree   Agree   Neutral   Disagree   Strongly disagree

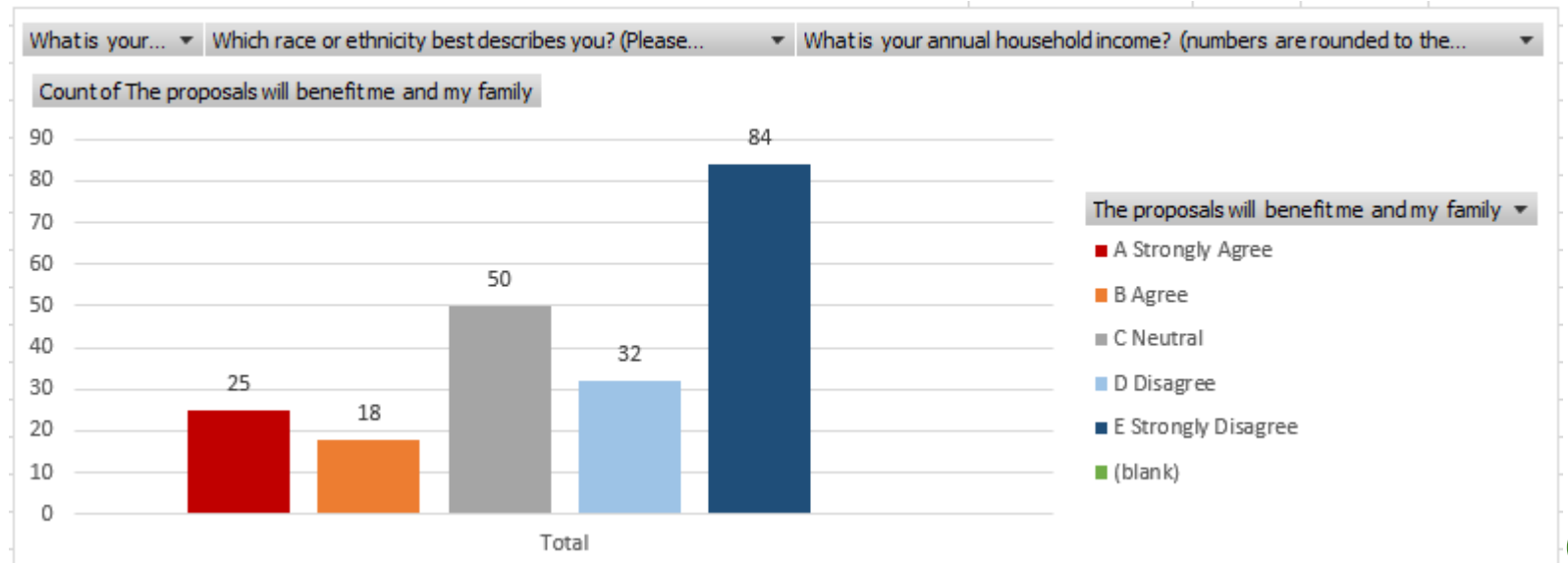


# SURVEY RESULTS - HOUSING

■ Strongly Agree 
 ■ Agree 
 ■ Neutral 
 ■ Disagree 
 ■ Strongly disagree



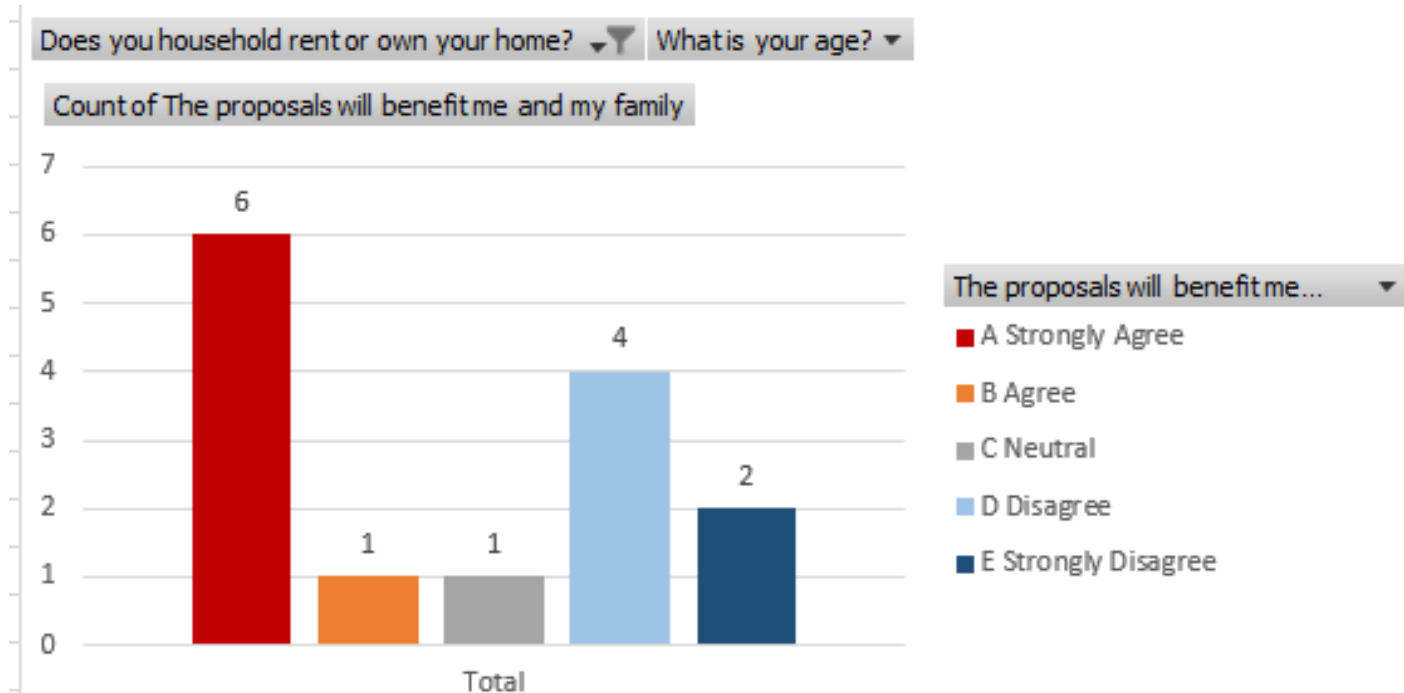
Let's turn this chart sideways for a deeper look:





# SURVEY RESULTS- HOUSING - RENTERS

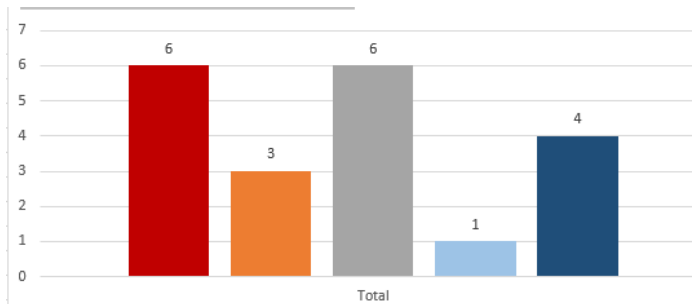
Renters appear to be more supportive, but there aren't many responses



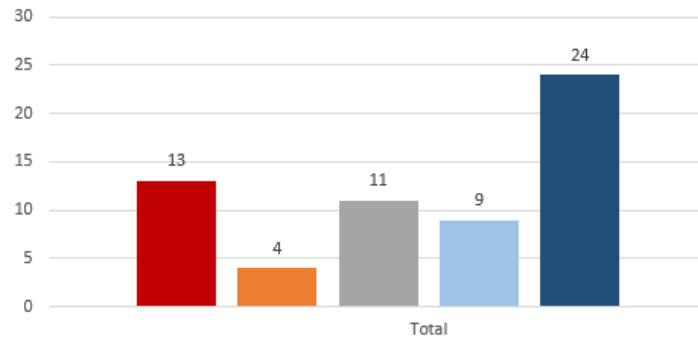
# SURVEY RESULTS- HOUSING

Younger residents appear to be a little more supportive

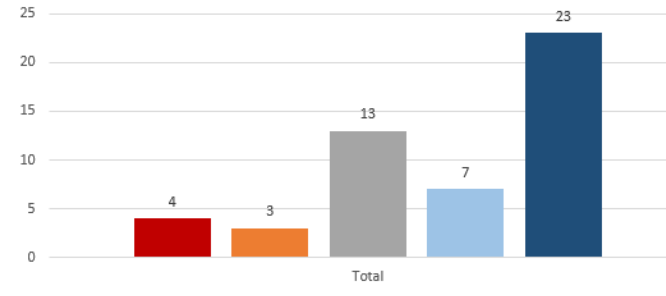
Under 35 years old



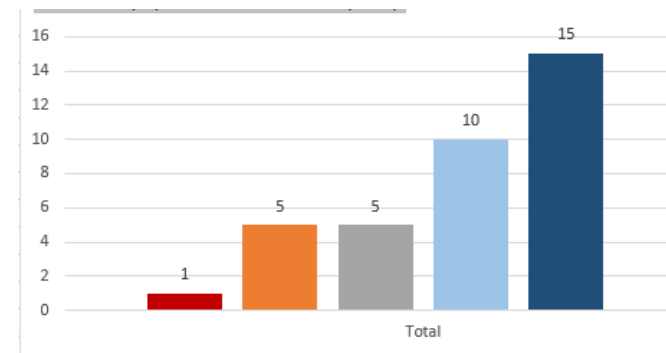
35-44



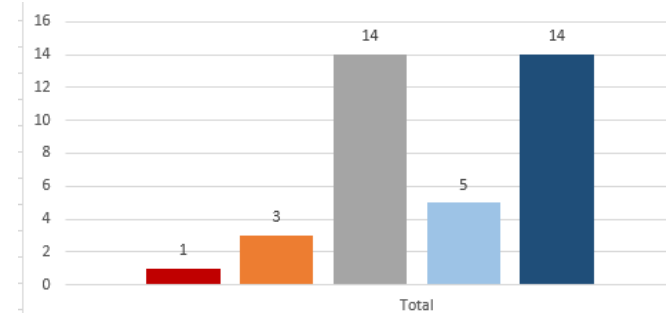
45-54



55-64



65+



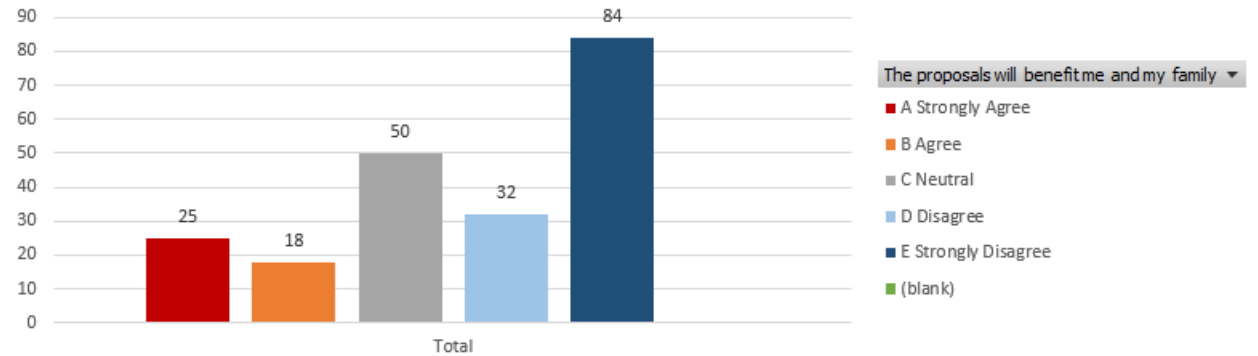
The proposals will benefit me and my family

- A Strongly Agree
- B Agree
- C Neutral
- D Disagree
- E Strongly Disagree
- (blank)

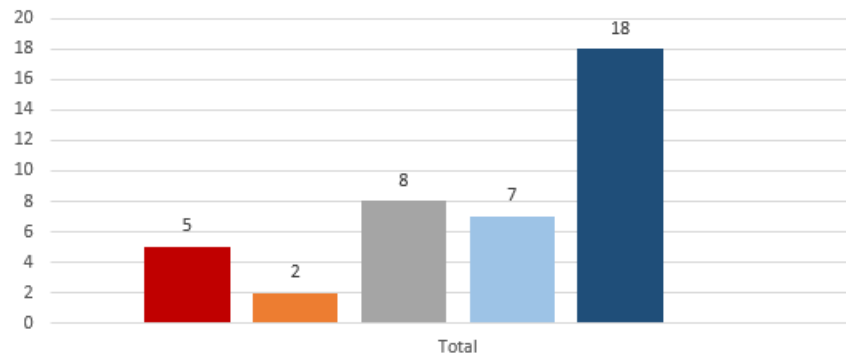
# SURVEY RESULTS- HOUSING

- No obvious pattern based on race or income

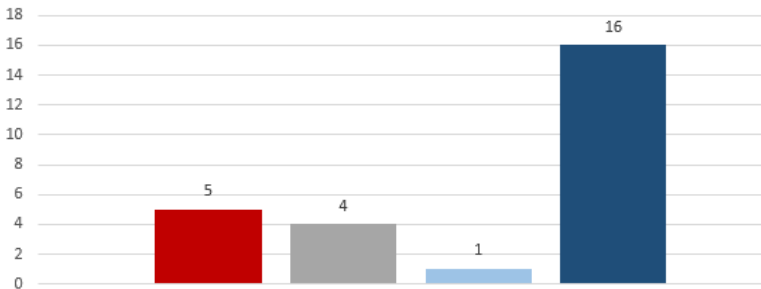
All responses



Under \$75k income only



Race: Non-white



# SURVEY RESULTS- HOUSING - COMMENTS

- Text responses are diverse and nuanced
- Full responses are available in separate document

ID ↑	Name	Responses
1	anonymous	I think this zoning change amendment is based on the false premise that housing needs to be provided within Essex Junction. The city is already mostly built out and the changes to the residential districts will severely impact the character of the neighborhoods.
2	anonymous	We need infrastructure improvements before building more housing. Essex Junction roads are already congested during peak commute times.
3	anonymous	I worry about some of the neighborhoods being overrun with duplexes
4	anonymous	The high density, grow or die agenda is going to make Essex Junction a less desirable place to live... that it's ramped up due to Separation just shows what a terrible decision that was... more density creates more problems... quality of life will suffer... but the more tax revenue you can squeeze out of the finite space we now inhabit is the most important thing, isn't it? The fact that environmental concerns are being used as cover for developers to get their wishlist is just another galling feature of it all.
5	anonymous	My concerns are with parking and historical amendments. Both will create more problems
6	anonymous	All for this. Important to have mechanisms to address aesthetics and quality. For example new cluster of houses on Maple Street is a good concept but the builder seems to have used the cheapest possible materials -siding, windows etc. Disrespectful to people with lower incomes to build something that looks shoddy from the get go.
7	anonymous	More condos or townhouses should be built. 2 bed, 2 bath. They also should be more affordable for middle class families.

# SURVEY RESULTS- HOUSING - COMMENTS

4. Do you have any specific comments or concerns about the housing-related proposals?  
Please keep your response brief

118 Responses

111	anonymous	The general noise factor has also increased, particularly from cars racing through streets with loud exhaust systems and back-firing noises that sound like gunshots. This is not just a every once in a while occurrence but a regular daily pattern that appears to be increasing in frequency as the population increases.
112	anonymous	4 dwellings per lot in a residential areas seems excessive and will change the entire feeling of the community
113	anonymous	I appreciate what duplexes, triplexes, etc. can do for the environment compared to construction of oversized single-family homes (e.g., reduction in carbon emissions from building efficient spaces). This coupled with decreasing the amount of space devoted to parking is admirable. However, I feel there should be a limit on the number of buildings built and do not agree with all of the proposed locations. While the city is considering building materials and architectural design, nothing will minimize the impact, specifically the aesthetic disruption, new construction will have on the small town (city) feel Essex Junction offers its residents. Further, urban overgrowth negatively affects the environment in many ways.
114	anonymous	EJ shouldn't be responsible for solving the housing crisis for the rest of the county and state.
115	anonymous	I am strongly for building up the city as it is economically and environmentally a great location for denser housing
116	anonymous	I support building more mixes use and dense housing. More density can help cities become more walkable and liveable. It could provide a great opportunity for Village Center to attract more people to it's businesses.

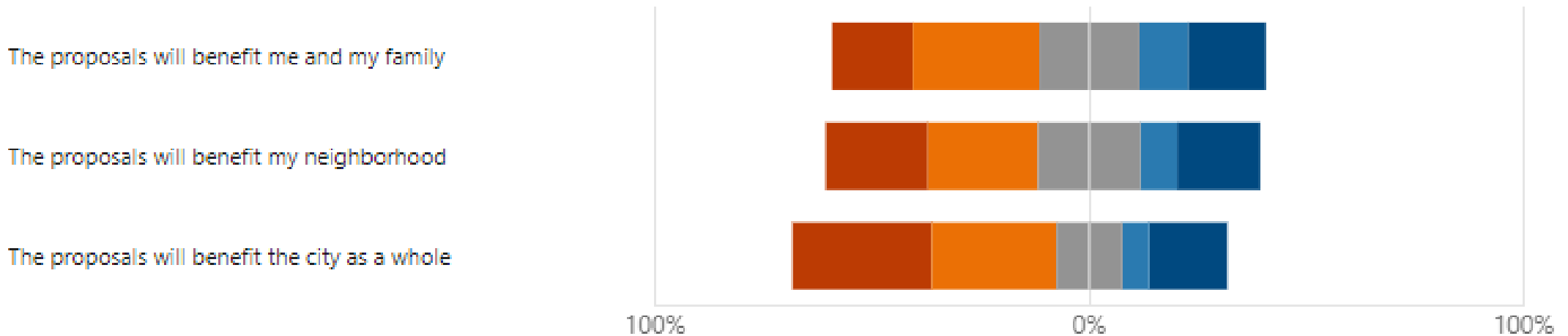
# SURVEY RESULTS- HOUSING - COMMENTS

80	anonymous	As a current homeowner with an accessory apartment it would be great if it could be changed to non owner occupied so we could rent out our properties when needed. Especially when we maintain the property and do extensive background checks on potential tenants. Currently I reside in Essex 6 months out of the year and have a winter home in Florida. The owner occupy has caused me to not be able to sell my property due to the owner occupy restrictions. 3 other homes on my block are multi family dwellings. I feel the neighborhood in whole should have the same stipulations
81	anonymous	EJ needs No more housing, we are already too dense. We need more commerce. If more housing, only a high-end senior citizen facility would be good, as it has a positive effect on the tax base without further burdening our schools.
82	anonymous	We don't have a housing shortage, we have an affordable housing shortage. Nothing ion this proposal alleviates that.
83	anonymous	In-fill development is very important and needed. We need to ensure developers adhere to the requirements approved by DRB and Planning Commission. I want to keep height of buildings to 4 floors or under and ensure the DRB reviews all aesthetics - I agree with building and maintaining our character and not just building boxes.
84	anonymous	I am worried that our infrastructure will have to grow as a city. It may be difficult to keep up with the needs of a changing community.
85	anonymous	The proposals are pushing wildlife out. It will increase traffic and limit parking ... already an issue.
86	anonymous	I do not want to see dense housing increased in our city!

# SURVEY RESULTS- DESIGN AND HISTORIC PRESERVATION

- “Please rank how strongly you agree or disagree with the following statements about the design-review and historic-preservation proposals”

Strongly Agree   Agree   Neutral   Disagree   Strongly disagree



# SURVEY RESULTS- DESIGN REVIEW AND HISTORIC PRESERVATION

1	anonymous	All of the newest buildings in Essex Junction at Five Corners look like giant boxes. Please, no more flat roofed buildings--they are too industrial looking!
2	anonymous	I very much hope the railroad heritage of EJ is emphasized.
3	anonymous	I do not believe the increase of apartment/commercial buildings at 5 corners will help traffic patterns or benefit families in the Junction.
4	anonymous	If you insist on building boxes for people to live in, they might as well be aesthetically pleasing boxes...
5	anonymous	These changes as I understand them will create problems for existing, and new owners in these areas. You will be creating privileged zones.
6	anonymous	Much appreciation for this. We only get one chance to get this right.
7	anonymous	How will this affect the other neighborhoods around the 5 corners? Will it increase traffic through quite neighborhoods?
8	anonymous	Very important.
9	anonymous	Much of the new construction has not been in scale or tone with the historic junction, new regulations need to address this
10	anonymous	More rectangular shaped buildings with flat non-descript fronts are unattractive. Pearl St. is already one large multi-unit building after another with more in the planning stages. NOT an attractive introduction to the area.
11	anonymous	I do not think that there should be additional burdens placed on property owners who are trying to improve their properties.



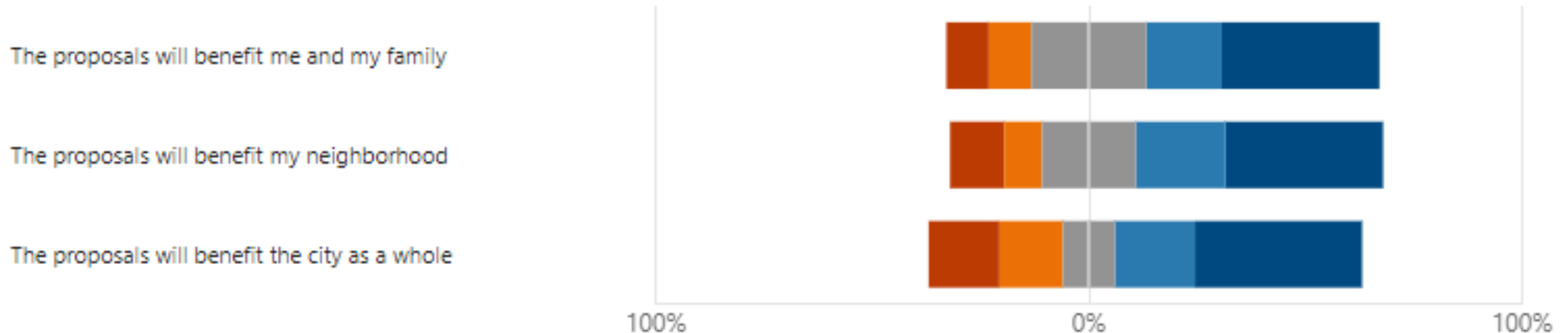
# SURVEY RESULTS- DESIGN REVIEW AND HISTORIC PRESERVATION

29	anonymous	Burlington has allowed similar ideas to actually cause buildings to fall into disrepair due to the heavy cost burden of full compliance with similar regulations. I think we need to be careful to not repeat similar mistakes. Excellent intention, but details of execution will be critical.
30	anonymous	Much overdue!
31	anonymous	Our land development code is only focused on housing and ignores the idea of business which creat jobs and align with the fact that we have a fairgrounds that has areas which could host large businesses minded expos. Why have we not tried to align and attract businesses like hotels along pearl Street, which would provide rooms for people attending events at the fairgrounds while also attracting more tax benefits.
32	anonymous	As a resident in the Pleasant Street area, I value the historic buildings in the area. However, protecting the past should not be an impediment to development. Essex Junction should not erect barriers that slow development. Doing so will jeopardize a growing and durable tax base centered around mixed-use buildings in walkable communities. Other area communities are growing rapidly (see S. Burlington and Williston). Let's not fall behind due to nimbyism.
33	anonymous	I appreciate expanding the architectural and historical preservation and review standards so we don't have another 'Good Stuff' blight building
34	anonymous	5 corners area is now VERY ugly (been to the old soviet countries - looks very similar). Have totally ruined the character of the center. Walkability to what? Nothing but food, drugs and alchol to buy
35	anonymous	History is worth preserving to an extent.

# SURVEY RESULTS- PARKING

- “Please rank how strongly you agree or disagree with the following statements about the parking-related changes proposed in the LDC amendments”

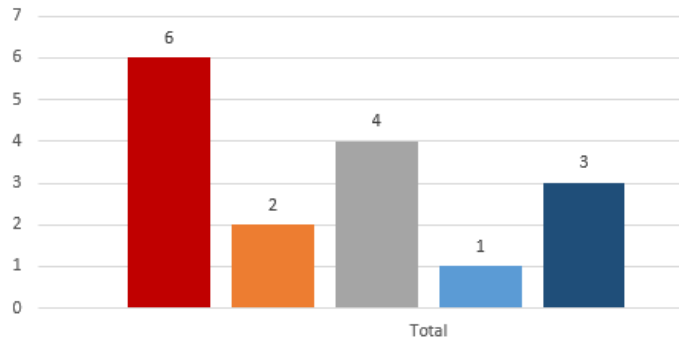
Strongly Agree   Agree   Neutral   Disagree   Strongly disagree



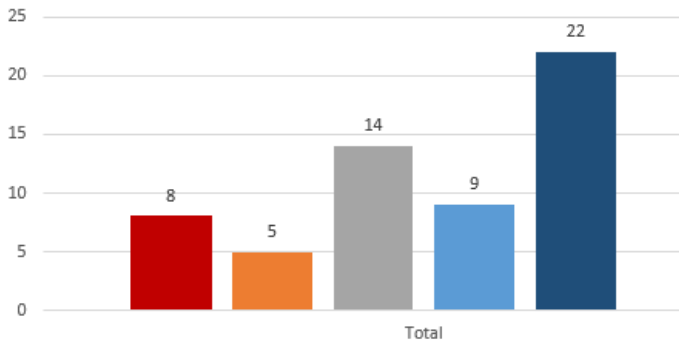
# SURVEY RESULTS- PARKING

Younger residents appear to be a little more supportive

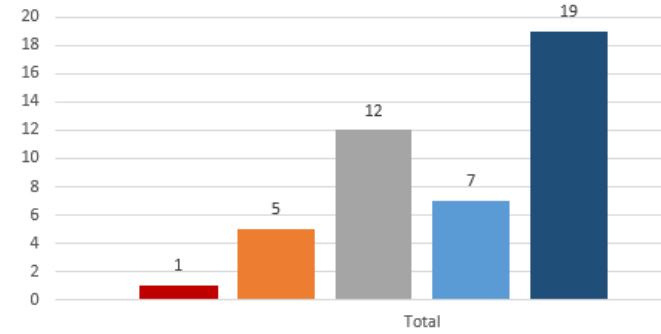
Under 35 years old



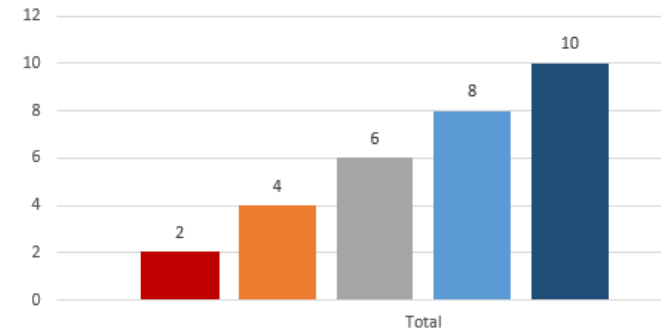
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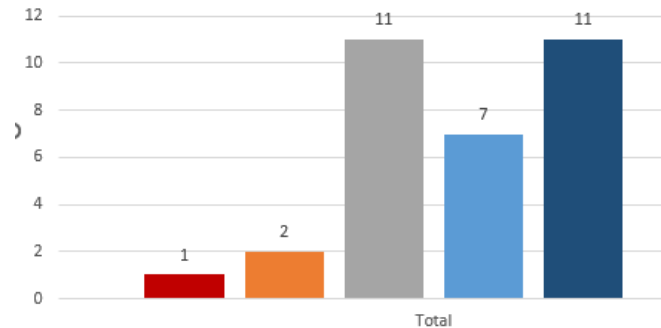
45-54



55-64



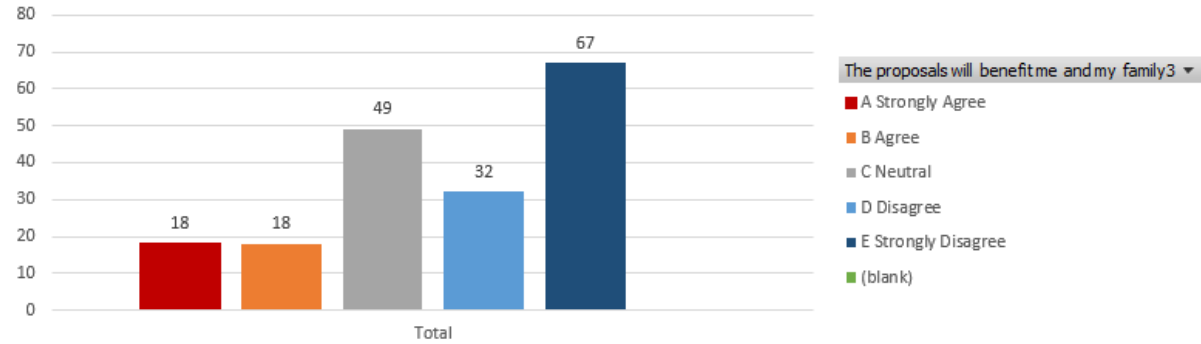
65+



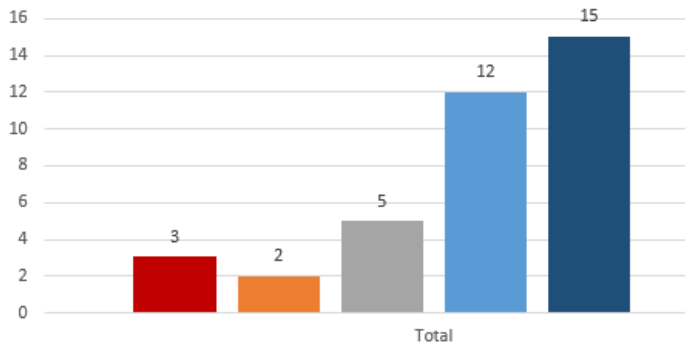
# SURVEY RESULTS- PARKING

- No obvious pattern based on income
- People of color appear to be less supportive of the changes

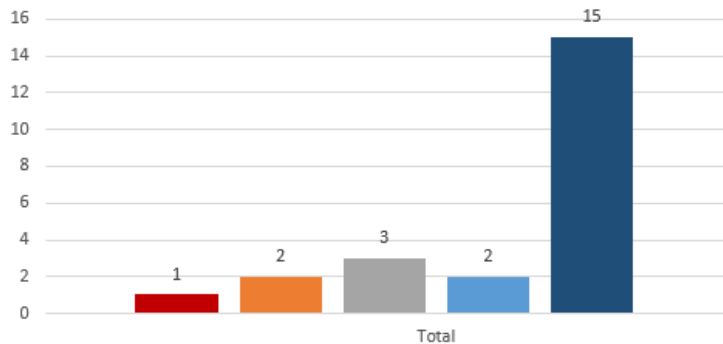
All responses



Under \$75k income only



Race: Non-white



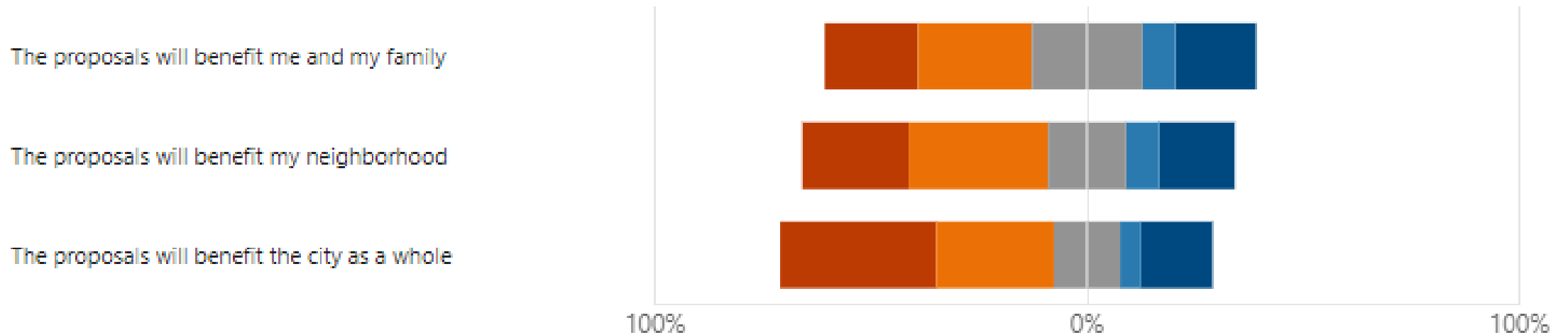
# SURVEY RESULTS- PARKING

15	anonymous	hope it might be tied to better public transport/ride share etc. Need fewer cars but hope not lead to parking on streets and lawns et
16	anonymous	Taking away parking from existing business is detrimental to the city
17	anonymous	These proposals only make sense if paired with real, concrete improvements to the walking/biking infrastructure, since the new businesses in the Five Corners area is rapidly drawing in more people from out of town.
18	anonymous	Two or more people work in those units and need parking. Stop over crowding
19	anonymous	These standards are sensible and should be adopted. Parking adds significant costs, and the current standards requiring two spaces per unit is more than many households need, particularly as the average household size decreases. Most developers will build more than the minimum if they feel that the market demands it.
20	anonymous	Most households have more than one person per dwelling. And if these are adults ... there is likely to be a need for 2 cars per household. This is impractical.
21	anonymous	Just make the minimum 0
22	anonymous	Will there be "overflow" options for gatherings/guests/winter parking bans, etc?
23	anonymous	Do we have rules to create reasonable accessibility to bike paths and walk ways?
		This idea is great in theory but most families in Vermont require two cars. After living in Winoski I would never want to go back to street parking. Our cars

# SURVEY RESULTS- BICYCLE PARKING AND AMENITIES

- “Please rank how strongly you agree or disagree with the following statements about the bicycle parking and amenities standards in the proposal”

Strongly Agree   Agree   Neutral   Disagree   Strongly disagree



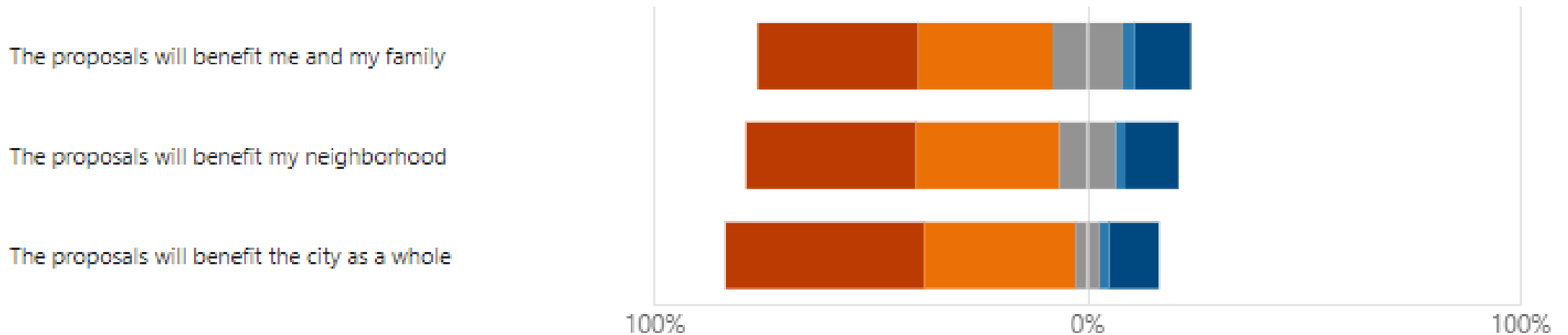
# SURVEY RESULTS- BICYCLE PARKING AND AMENITIES

53	anonymous	This I can get onboard with ... and would suggest that there are trail networks which could be developed (between A.D.L. and Countryside for one) to enhance bicycle commuting (or perhaps extending the Old Colchester Rd. Bike Path toward Colchester Pond). ... Yes, I'm available for hire.
54	anonymous	visible, conveniently located bike racks - good idea. but no police to help you find your stolen bike if you use it
55	anonymous	I'm very excited about this!
56	anonymous	I used to bike to the my place of business in the city all the time, but many bikes have been stolen or vandalized in recent years from the bike racks, so I am not sure if open bike slots are a good solution.
57	anonymous	More building isn't the answer to making this bike friendly. The roads aren't safe to bike in the city- the streets don't have bike lanes and kids are hit almost daily on the way to school. There is no way more building or bike parking will alleviate this problem.
58	anonymous	Essex Junction could be much more bikeable. It's too bad our corridors don't support it. Approaching Five Corners and getting through it is a lot for even experienced bikers.
59	anonymous	Great idea.
60	anonymous	This is a joke.
61	anonymous	Showers and lockers should not be mandatory
62	anonymous	Why park bikes if we can't park cars?

# SURVEY RESULTS- GREEN INFRASTRUCTURE

- “Please rank how strongly you agree or disagree with the following statements about the stormwater-related changes in the proposal.”

Strongly Agree   Agree   Neutral   Disagree   Strongly disagree





# SURVEY RESULTS- GREEN INFRASTRUCTURE

18	anonymous	We should also highlight existing stormwater projects. Few people know that the work on RT 15 at Fairview Farms is a stormwater / water quality project. Same for the Multi-use path. And I'm sure there are more. If we are going to focus on this, we need a way to communicate progress and perhaps impact/benefit.
19	anonymous	I wish I had this in my neighborhood! Love the intent!
20	anonymous	I would encourage the city to require multiple species of trees to be planted instead of allowing builders to plant one species in case of potential pest or disease issues like the ash borer problem.
21	anonymous	How much will my taxes go up for this?
22	anonymous	Anything that adds "green" to provide visual counter to buildup is a good thing in my book. Anything that encourages and supports trees is a good thing; lack of green anything is an inhospitable place to be (though concern with often low vegetation blocks line-of-sight especially around driveways and stopsigns.
23	anonymous	Great ideas
24	anonymous	The sidewalks are in major need of fixing and I don't know whether to ask you to fix them before you put these in or vice versa.
25	anonymous	I would like to see something stronger than encouragement-let's make developers add these features in all new builds! Can we incentivize these upgrades to residents?
26	anonymous	I am not opposed to this however I'm not sure this is where we need to be spending our money

# SURVEY RESULTS- FEE SCHEDULE

18. Generally, the cost of municipal permitting and review is partially covered through tax revenue, and partially through developer-paid permitting fees. This proposal would increase permitting fees to cover a higher share of the actual costs of review. The proposed fees are available on Appendix B of the draft proposal at [essexjunction.org/LDC2023](https://essexjunction.org/LDC2023)

Do you think the fee increases are fair?

[More Details](#)

● No	31
● Maybe	67
● Yes	58



\*Note that these results are from prior to the addition of the addition of a sewer capacity allocation fee for new uses.

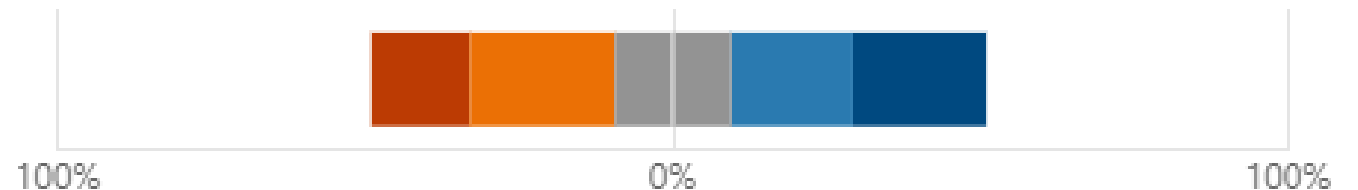
# SURVEY RESULTS – OVERALL OPINION

19. How strongly do you agree or disagree with the following statement?

[More Details](#)

■ Strongly agree ■ Agree ■ Neither agree nor disagree ■ Disagree ■ Strongly disagree

The proposed changes as a whole, are a step in the right direction for the community





**THANK YOU!**



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The following pages is a list of all public comments received from through the City of Essex Junction 2023 Land Development Code Amendment survey

June 9, 2023

City of Essex Junction  
Community Development Department

<b>Do you have any specific comments or concerns about the housing-related proposals?</b>	<b>Date of Comment</b>
I think this zoning change amendment is based on the false premise that housing needs to be provided within Essex Junction. The city is already mostly built out and the changes to the residential districts will severely impact the character of the neighborhoods.	5/12/23 12:31:22
We need infrastructure improvements before building more housing. Essex Junction roads are already congested during peak commute times.	5/12/23 12:51:11
I worry about some of the neighborhoods being overrun with duplexes	5/12/23 14:13:03
The high density, grow or die agenda is going to make Essex Junction a less desirable place to live... that it's ramped up due to Separation just shows what a terrible decision that was... more density creates more problems... quality of life will suffer... but the more tax revenue you can squeeze out of the finite space we now inhabit is the most important thing, isn't it? The fact that environmental concerns are being used as cover for developers to get their wishlist is just another galling feature of it all.	5/12/23 14:39:02
My concerns are with parking and historical amendments. Both will create more problems	5/12/23 17:30:48
All for this. Important to have mechanisms to address aesthetics and quality. For example new cluster of houses on Maple Street is a good concept but the builder seems to have used the cheapest possible materials -siding, windows etc. Disrespectful to people with lower incomes to build something that looks shoddy from the get go.	5/12/23 17:35:11
More condos or townhouses should be built. 2 bed, 2 bath. They also should be more affordable for middle class families.	5/12/23 18:23:06
Do not develop in older neighborhoods, to preserve their special place in the history of Essex. Please. We have already had in housing, of people not caring about the neighborhood, nor neighbors. Lowering the higher house values. You lose, sorry.	5/12/23 18:51:31
Allowing for 3 units per lot in R1 and R2 is excessive. I fear that this is a gut reaction to a housing issue in VT that is going to cause significant issues to our city and our school district in the short and long term. I vehemently oppose this change.	5/12/23 20:01:01
Need to limit apartment buildings height to keep the look and feel of the historic junction	5/12/23 21:50:04
Increased density will reduce green space and needs to be offset with storm water runoff mitigation, as well as sufficient trees to avoid heat island effects.	5/12/23 22:01:01
Increased density will result in more land being paved over, more large buildings which soak up heat and radiate it at night, more storm (including salt laden sidewalk plowed snow) water runoff despite any design means to mitigate it, increased traffic, increased noise because there are more people to interact, increased taxes for all because multi-unit buildings with children never pay their way in education taxes, increase in vandalism/criminal activities because more people are living closer together possibly resulting in like minded individuals finding each other and creating problems. Oh, did I mention MORE traffic?	5/13/23 9:21:01
Our neighborhood has covenants which prevent multi family housing but I support anything that creates more housing in VT and feel that density should be concentrated in the city vs more rural areas	5/13/23 10:57:15
Will the City really take into account the aesthetic characteristics of residential districts? When large apartment buildings are sited an arms length from historic buildings and residential backyards, as in the senior housing next to Park St School, I have my doubts.	5/13/23 11:13:10
I have lived in R2 for 30 years. Traffic and noise have increased exponentially over time as the population has grown, single family dwellings have increase, and people use this area to avoid congestion and construction through 5 Corners. Lots are less than .25 acres in much of the development where I reside. Multi-units per lot is not practical and would further decrease quality of life.	5/13/23 11:28:39
We first need to widen the roads and upgrade our electrical infrastructure if we want to accommodate more people in the city.	5/13/23 16:42:07
the police are already understaffed, this is just adding to their burden and the safety of the current residents. The crime in the Junction has drastically increased, and as a life long resident, this is very concerning. Not to mention the already horrible traffic, along with the speeders. This will only add to the problem.	5/13/23 17:03:18
The 'Not for Profit' Champlain Valley Fair grounds would be great place to start the next housing development and they would help out on the tax base! Also, no 'historic preservation review needed'.	5/13/23 17:33:26

Do you have any specific comments or concerns about the housing-related proposals?	Date of Comment
I think we will need to take great care to avoid having moderately affordable older single family homes or rentals replaced by very expensive luxury duplexes without much character. I also worry that we may end up with more being owned by investors rather than residents.	5/13/23 19:08:02
Our infrastructure is barely handling the changes as it is. Nobody needs more attached housing/condos. Look at the inventory in real estate and what people want. Single family homes are what will bring the folks with families and good income. We don't need more overcrowded condos and apartments. Traffic is terrible, finding parking is terrible, stop packing it in and start by making the community good for the folks that are here now.	5/13/23 21:09:17
I voted for separation, I voted for all those in office, and nothing that was promised seems to have happened...	
Lack adequate parking in the city	5/14/23 12:55:30
I hope that landlords will be legally held to higher standards (especially regarding property upkeep) than at some current EJ apartment complexes, and that monopolies in the housing market are prevented.	5/14/23 15:14:35
Feels crowded	5/14/23 15:25:12
These updates to the land development code are a good start to help address our city's need for housing. When possible, the revisions should err on the side of flexibility to encourage rather than constrain development.	5/14/23 17:46:24
As written, I think that this would drastically change the character of the City. I would hate to see higher density development. I do agree in allowing Accessory Dwelling Units with in reason and only on owner occupied property. And aesthetic character of a proposal should be reviewed with proper setbacks and landscaping along with archetecutural review.	5/15/23 14:39:28
We just purchased a home in an r1 area, and we'll likely want to put an accessory unit in.	
We're currently in a 90-day lease in Charlotte and would have preferred to rent an accessory unit in Essex, but there weren't any to be rented.	5/15/23 18:31:20
affordability for young people and families	5/16/23 8:41:13
I believe this could lead to a density that loses the flavor of being a bedroom community and turns it into a hodgepodge of various building types, cars, and congestion.	5/16/23 11:01:24
It would put increased stress on our already crowded schools, that needs to be addressed before we increase housing. Single Family neighborhoods such as Countryside and Fairview Farms would be destroyed and property values would plummet if these houses were converted into a duplex or triplex. Existing single family neighborhoods should not be allowed to build these additional units.	5/16/23 18:01:30
Try to keep open green spaces and focus on building/developing existing structures/lots.	5/16/23 18:30:02
The final rules should require the additional density to be done tastefully with an eye on preserving the neighborhood feeling.	5/16/23 19:02:26
2 parking spaces per family is not always enough. Personally I have 2 teenage sons that drive, so there are 4 of us with cars which we need to commute to work, etc. I think each apartment should have at least 3 parking spaces.	5/16/23 20:22:53
The city is already overcrowded for the infrastructure we have at this time. Additionally, the code changes will benefit developers and landlords, while at the same time destroying property values and quality of neighborhoods for low and mid-income homeowners.	5/16/23 20:41:12
The reduction of parking-living space ratios is a cynically terrible step in the wrong direction. This is something village residents have been complaining about for years and I am failing to understand what reasonable argument can be made in favor of more development and less parking and infrastructure to support it all.	
One of the benefits of living in a suburb is plenty of parking. I do not want to struggle for parking	5/16/23 20:59:35
Parking. Off street parking in winter months. Parking	5/17/23 6:57:11
If the population increased 7.5%. what percentage of new housing became available over the same time frame? Without knowing this percentage, I don't know if it is a crisis or a developers dream. There are parts of the county that I don't recognize in the last 10 years. Development everywhere!	5/17/23 7:20:22
Increase traffic	5/17/23 8:26:10

Do you have any specific comments or concerns about the housing-related proposals?	Date of Comment
One concern is traffic. Traffic is already poor in the Junction and I would like to see that addressed before adding more housing.	5/17/23 10:16:04
Excessive burden on infrastructure, parking, traffic	5/17/23 13:34:33
I do not believe for one second that sewage pipes in my neighborhood will be able to tolerate this much of an increase in demand. It is not fair for one level ranch houses to be possibly be surrounded and dominated by multi level and multi family lots. The city already cannot police the area adequately, or make sure ordinances are being followed. Three families on one plot is very unpleasant to live next door to since there could be very minimum six cars in driveways. I would never choose to buy a house in a neighborhood they could grow like this. It would make my life stressful and miserable and I would be forced to move house.	5/17/23 14:55:25
It seems the focus is more on growing the Essex Junction population than it is on preserving the character that attracts people to EJ to begin with.	5/17/23 21:20:54
This has no benefit to the Village residents and It'll be a mess with traffic. It's going to happen anyway because nobody listens to the current residents. This is becoming a mess. Not the family friendly village anymore. NO NEED FOR E.J. TO SHOULDER THE HOUSING ISSUES. This is becoming a dump unfortunately.	5/17/23 21:57:02
The proposals seem like a modest way to address some of the housing shortage.	5/17/23 23:18:53
Concern about only having a handful of developers having control over all housing units; don't allow developers to keep control of buildings after construction to make them revenue centers. I experienced this in a nearby town and felt I and the others with no other choice but to live there were taken advantage of, with the developer being able to keep folding their profits into building and owning more units.	
Concern about AirBNB and subletting; I've seen too many decent houses purchased by corporate landlords which only enriches themselves and makes it harder for many people to ever have a shot at owning where they live.	
I'm a big fan of business below-housing above on main streets and concentrating walk-in businesses in one area, rather than dispersed through a town; it allows people without cars, retirees, less-affluent, etc...be able to live much more cheaply and the extra health benefits from walking. I come from a place where you could literally live without owning a car at any age (as long as you don't mind carrying your groceries), where you could go out to eat, see a movie, and walk home without worrying about unwalk-able areas...and we already have a fairly good walk-able area in our city center.	5/18/23 0:35:51
With more development, ramping up public transit options need to be kept somewhere in parity, especially if we're going to talk about limiting parking.	
I have mixed feelings about parking locations on a property; we all know the horrors of juggling cars among tenants in a subdivided house; in shopping areas, parking out front; in residential areas, parking off-street.	
Certainly support more housing and this seems sensible. A bit concerned about potential for increased traffic and lack of street parking.	5/18/23 3:38:00
Easing ADU process makes sense. Allowing retrofit of single-family homes into duplex and triplex needs more work. Concern that we will do yo EJ what Burlington has done to its housing...almost all the nicest homes are subdivided. I would like to see EJ take up the pote development of CVE land. We get no benefit from it. We could get property tax, increased housing, and added vibrancy to an area of town needing it.	5/18/23 7:13:46
You're trying to cram too much housing and taking away the beauty of trees and grass. We are NOT Winooski - look how ugly that city is!	5/18/23 7:48:00
This initiative will further dilute the community. I understand that housing is a concern, but changing development codes will be abused and lead to further crime and disconnection. Please focus on the existing population in need, before further exacerbating the situation.	5/18/23 9:04:28
Housing is just one element of a community. What about the other infrastructure that will have to grow to keep up with housing growth?	5/18/23 9:43:01
Cramming houses onto lots is a terrible idea. I don't want to live in an overpopulated town.	5/18/23 10:43:49



Do you have any specific comments or concerns about the housing-related proposals?	Date of Comment
If you want opinions don't ask for brief response.	
Work with school system to free up acres of unused land that can developed. To vreat neighborhoods like Whitcomb woods. Define areas for multi story over 4 stories so sprawl isn't needed. 6 stories is reasonable and forces better safety features in the building.	5/18/23 12:11:13
I don't like that Cascade Court/Greenwood Ave/South Hill area is included in the changes.	5/18/23 12:20:26
The city keeps approving building without allocating enough parking for the buildings that are going up. 6 houses just went up on a lot and they only allocated 1.8 cars per house! These houses are expensive enough to need at least 2 incomes. Who drives .8 of a car? They were also supposed to be for sale (one at a lower cost to help lower income) They played a shell game and now they are rentals with several drivers. They also didn't follow the approved building plans. I haven't seen any repercussions to the developers. Where are they supposed to park when they are full? Until the city of Essex Junction can enforce the agreements and take those of us who own our house into account then the density decision needs to be put on hold. All of this is making me contemplate selling and moving on. Smart growth is one thing. Greed for more taxpayers is not smart growth.	5/18/23 12:27:20
What is the city doing to allow for larger higher density projects in the city center? there are abandoned buildings and empty lots that could be turned into higher density housing (4-7 story buildings) that will build more housing in less space and make the city more walkable.	5/18/23 13:31:22
I'm worried about those "buy your house" companies coming in and forcing even higher rents and too much infill ruining existing neighborhoods	5/18/23 14:10:56
I happen to live over the fence of a lot that has had 6 full 2-story houses built onto it. The houses are very nearly on top of one another. They were promised to those who live adjacent to the lot that they would be 1 and a half story, single family homes. The builder just went ahead and built the houses larger than planned, and NOW every single one of those houses are deemed as rental units for multiple residents. It's a little neighborhood in and of itself, all crammed together on a lot that would've comfortably held two houses. The city of Essex Junction allowed this to happen without any observance of what was actually happening vs. what the builders had told them. After the fact, all they could say was "this is an unfortunate outcome". I couldn't be any less impressed.	5/18/23 14:45:10
I think care needs to be taken to make developers stick to their proposals and not just slap them on the wrist when they don't . From what I understand and have seen, the current situation simply fines them w/no real consequences.... so they can get approved based on X but then change it (violate it) deliberately and get it don't the way they want (not really following the rules) so long as they pay the fine (which is simply not inhibiting this type of action).	5/18/23 16:35:56
Also I STRONGLY disagree with reducing the number of required parking spots per housing unit to 1. People need (a) to be able to park 2 vehicles for families of 2+ people who work outside the home and (b) they need to have options for where guests can park. I am seeing FAR too many issues with this for any and all looking for a place to live esp w/our winters and parking bans and our spring mud season. Without yards to park in where does one put the extra vehicle? It's not tenable.	
ensure affordable housing	5/18/23 17:25:19
What happed to the survey that said folks wanted single family homes, not crowded on to a sliver of land or sharing a building/wall with others.	5/18/23 17:27:06
Three residential units on a 0.22 Acre lot is too dense.	5/18/23 17:30:21
Your answer selections suck.	5/18/23 17:31:55
Ensure that simplifying the approval process doesn't mean making living conditions worse. More housing also means more traffic. We either need better public transportation or infrastructure or both to address this	5/18/23 17:49:32
Please add more affordable housing for our families.	5/18/23 17:50:23
It is concerning what additional housing might do to school expenses, water and sewer expenses, and crime. Has a study been done to see what the city can manage for the number of new residents before all this building starts. We're already heavily taxed.	5/18/23 17:53:02
Building too much will totally ruin our beautiful city and put a strain on the infrastructure, schools, library, etc. Don't go overboard.	5/18/23 17:53:21

<b>Do you have any specific comments or concerns about the housing-related proposals?</b>	<b>Date of Comment</b>
There is a severe shortage of housing, especially rentals in the area. Local businesses can't find people to hire and people who do want to work here can't find a place to live. Any increase to the amount of rentals in the area (especially the smaller apartments for singles and 3 bedroom ones for families) will help ease the workforce shortage.	5/18/23 18:08:00
When you say the proposal will permit increased housing in most residential districts. Let's put on the brakes folks. Let's create our additional Housing in pods like "Riverside in the Village" off Park Street. Aren't we going a little fast. In 2022 it was reported that between the city of Essex Junction and Town of Essex there were approximately 2400 residential rental units with most in the City area. The report read this was believed to be only second to Burlington in numbers.	5/18/23 18:34:25
Reducing parking requirements will be a deal breaker. It's necessary to require off street parking.	5/18/23 20:04:43
Concentration of buildings along Pearl street will create the ghettos of the future.	5/18/23 20:11:21
No more high rise	5/18/23 20:25:06
Don't pack all low-income housing together. Spread it out; otherwise, it will look like Handy apartments.	5/18/23 20:46:26
You're overbuilding and ruining Essex Junction. Stop it.	5/18/23 21:29:15
Ensuring equitable renting practices and no burden on property taxpayers	5/18/23 21:33:52
As long as it includes some unbiased sizing confirming acceptable traffic and parking impact I am fine with more development in the city.	
Is there any chance we can get the Circ done from 117 to 189. By building in the city we are fighting sprawl. With the circ to route traffic out of 5 corners we could tolerate denser development.	5/18/23 21:57:10
Let's move past the mid-century era dream of single family dwellings with 40ft wide roads for all. It's not sustainable or economically fair.	5/18/23 22:31:49
Building design needs to be creative and varied. Having huge "box-like" buildings with no character taking up every square inch of property gives the feel of tenement housing.	5/18/23 23:00:50
There are a lot more places available than what is stated. The source of this shortage is the costs which one month's rent is easily all or more than people working in Essex get paid per month	5/18/23 23:45:03
We have left no green area to enjoy. I have been here for over 30 years and I have not enjoyed or appreciated the building that I continue to see! We have chased wildlife from their homes- no wonder I see bears in my back yard! I see trees taken down every day- these trees help make our oxygen and give us some protection from the sun. I understand there is a housing crisis- particularly AFFORDABLE Housing- Housing is not affordable and I feel terrible for young families starting out they have no choice but to rent and it becomes very hard for them to save for a home. As rents are incredibly high! Who are we helping... the sellers-realtors-owners of these properties-developers. In short, the city does NOT need to move forward with the housing related proposals!	5/19/23 1:48:47
We need affordable housing with parking for at least two cars per unit.	5/19/23 8:09:03
As a current homeowner with an accessory apartment it would be great if it could be changed to non owner occupied so we could rent out our properties when needed. Especially when we maintain the property and do extensive background checks on potential tenants. Currently I reside in Essex 6 months out of the year and have a winter home in Florida. The owner occupy has caused me to not be able to sell my property due to the owner occupy restrictions. 3 other homes on my block are multi family dwellings. I feel the neighborhood in whole should have the same stipulations	5/19/23 10:04:16
EJ needs No more housing, we are already too dense. We need more commerce. If more housing, only a high-end senior citizen facility would be good, as it has a positive effect on the tax base without further burdening our schools.	5/19/23 10:06:56
We don't have a housing shortage, we have an affordable housing shortage. Nothing in this proposal alleviates that.	5/19/23 10:31:01
In-fill development is very important and needed. We need to ensure developers adhere to the requirements approved by DRB and Planning Commission. I want to keep height of buildings to 4 floors or under and ensure the DRB reviews all aesthetics - I agree with building and maintaining our character and not just building boxes.	5/19/23 11:26:48
I am worried that our infrastructure will have to grow as a city. It may be difficult to keep up with the needs of a changing community.	5/19/23 11:57:39
The proposals are pushing wildlife out. It will increase traffic and limit parking ... already an issue.	5/19/23 13:56:10
I do not want to see dense housing increased in our city!	5/19/23 17:19:49

Do you have any specific comments or concerns about the housing-related proposals?	Date of Comment
I have a lot, as do others, though, I suspect you won't listen to those who don't agree with your rhetoric. Improve existing infrastructure, stop building more to maintain.	5/19/23 17:27:04
I am worried about parking. We have one house on our street with extra buildings on their lot and there is not enough parking around that lot to accommodate all the renters' vehicles. I wish there was a way to build single family homes young people can afford to buy.	5/19/23 19:55:12
We need to keep the historic fabric of the VC district. Aggressive infill like the Handy project at 8 Railroad is not a good fit. Adding so many residents so quickly will overburden City services	5/19/23 20:12:34
Stop building!!!! Stop adding housing in the city! We can't keep up with the infrastructure nor can we keep up with the crime it is bringing!! Not the place I want to raise a family.	5/19/23 20:28:29
We need more housing. This seems like a good way to make progress.	5/19/23 23:07:20
Unfair to single-family homeowners as such a radical move will affect property values in ways unimagined — for decades.	5/20/23 4:02:24
As an Essex Junction resident, I strongly support form-based code and affordable housing development.	5/20/23 9:12:47
I support the proposals to extend where duplexes, triplexes, and accessory apartment can be built but I do not support allowing 30 unit buildings throughout the multi-family residential district.	5/20/23 10:00:59
Buildings are big and ugly also drives up my taxess	5/20/23 12:13:33
Request to keep 2 parking spaces per unit.	5/20/23 12:38:44
I am concerned that too much housing is being pushed into to little space. I am also concerned that there is not enough parking in the city and these proposals do not address that issue well enough. I am also concerned that we do not have a strong enough system to address people who are violating the rules and regulations already in place. We already have a large number of buildings with business opportunities which are not yet being used. Parking is one of the issues and getting from building to building is very challenging. I feel that business leaders are in control of all of the decisions that are being made and residents should be helping make these decisions.	5/20/23 12:41:58
The schools are already bursting at the seams. We can't handle a large number increase in students. Our schools will be beyond capacity.	5/20/23 14:10:43
Be extremely careful of "aesthetic characteristics". Such requirements can be extremely restrictive and burdensome on promoting diversity and inclusion in residential areas.	5/20/23 16:59:38
You are ruining Essex Junction.	5/20/23 17:11:27
Increase fees to developers, you increase taxes without asking if "fair"	5/21/23 17:31:20
EJ has built ugly unattractive housing since I bought my home in 2005. The new housing off maple street is an example. The ugly vacant restaurant on Main Street is another example. Ugly ugly ugly!!!! If EJ could actually build housing that was beautiful and actually zoned well I would be all for it!	5/22/23 9:00:42
There is such a huge housing shortage, It is challenging for me to recruit talented individuals because relocating is difficult. I am HAPPY there are plans to have more housing built, and I love that Essex Junction is becoming more walkable to dine and get coffee etc...	5/22/23 16:33:14
The special considerations in question should not be significantly limiting on individuals and families ability to express and choose designs and cosmetic aspects of their homes and property.	5/22/23 18:31:56
The City needs to move towards more dense development allowing for people to live near where they work/shop/recreate. The City cannot rely on the 50s-90s mentality of single-family home development with the limited land.	5/23/23 10:16:43
1 - Parking issues (especially in winter).	5/23/23 11:33:45
2 - How rental property grievances are handled and enforced (shut down 'slumlords').	5/23/23 11:33:45
3 - More housing density does not necessarily mean more affordable housing, which is the bigger issue.	5/23/23 11:33:45
With Traffic and infrastructure not being addressed, this will only add to the issues. Also, are the current tax paying residents having to pay the next 5 years of taxes for these apartments?	5/23/23 15:25:52
This growth is too much, too fast. I don't oppose new buildings or limited changes to residential zoning. But - There needs to be caps on the number of new units allowed in Essex Junction in a year. We are growing faster than our schools, roads, and other resources are allowing for.	5/26/23 8:49:36
Would like to see sidewalk/multi-use path "connectivity" included;people need ways to move about, especially with increased density.	5/29/23 14:56:41
It would be better to focus on regulation of Airbnbs and short term rentals. Investment properties where the owners are not residents are taking away housing opportunities for families who want to own homes.	5/29/23 21:13:50

Do you have any specific comments or concerns about the housing-related proposals?	Date of Comment
<p>Having lived in EJ for decades, the opportunity for community building and maintaining the small town feel have not kept pace with the changes in density. The general noise factor has also increased, particularly from cars racing through streets with loud exhaust systems and back-firing noises that sound like gunshots. This is not just a every once in a while occurrence but a regular daily pattern that appears to be increasing in frequency as the population increases.</p>	6/3/23 22:40:23
<p>4 dwellings per lot in a residential areas seems excessive and will change the entire feeling of the community</p>	6/7/23 17:22:23
<p>I appreciate what duplexes, triplexes, etc. can do for the environment compared to construction of oversized single-family homes (e.g., reduction in carbon emissions from building efficient spaces). This coupled with decreasing the amount of space devoted to parking is admirable. However, I feel there should be a limit on the number of buildings built and do not agree with all of the proposed locations. While the city is considering building materials and architectural design, nothing will minimize the impact, specifically the aesthetic disruption, new construction will have on the small town (city) feel Essex Junction offers its residents. Further, urban overgrowth negatively affects the environment in many ways.</p>	6/7/23 18:04:06
<p>EJ shouldn't be responsible for solving the housing crisis for the rest of the county and state.</p>	6/7/23 18:32:49
<p>I am strongly for building up the city as it is economically and environmentally a great location for denser housing</p>	6/7/23 19:53:49
<p>I support building more mixes use and dense housing. More density can help cities become more walkable and liveable. It could provide a great opportunity for Village Center to attract more people to it's businesses.</p>	6/7/23 23:58:29
<p>With recent building activities along the main busy roads, the needs of pedestrians and bicyclists is not being adequately addressed. Separate bike lanes are non existent or are interrupted along the route. They usually stop at the more hazardous places such as 5 corners. The sidewalks are too narrow along the busy corridors. With most new buildings the past 10 or so years, there is not enough space left for large trees or grass, and livable outdoor space to provide a buffer to the weather and traffic and between buffers. Other housing is extremely large and expensive. There is no in between... smaller houses with adequate undeveloped lot space around them for quality of life. Plus, who wants to live in a large ugly plastic 3-5 story box with no balconies or other connection to the outdoors except a few small windows? Adequate free parking (at least 2 spaces per dwelling) and road adjustments for the increase in traffic needs to be part of the plan.</p>	6/8/23 5:40:21
<p>The cost of housing is not as much of an availability problem is the overall cost of living in VT. Irresponsible spending by VT legislatures and poor policy for years is what is driving this years long economic crisis. Building housing is not going to ease VT housing crisis. Poor policy encourages migration to VT of a growing amount of the population that is totally dependent on government aid. The working population cannot afford this and driving us out of VT. This is what the true problem is.</p>	6/8/23 6:51:08

<b>Do you have any specific comments or concerns about the design-review and historic-preservation proposals?</b>	<b>Date of Comment</b>
All of the newest buildings in Essex Junction at Five Corners look like giant boxes. Please, no more flat roofed buildings--they are too industrial looking!	5/12/23 12:51:11
I very much hope the railroad heritage of EJ is emphasized.	5/12/23 13:01:15
I do not believe the increase of apartment/commercial buildings at 5 corners will help traffic patterns or benefit families in the Junction.	5/12/23 14:28:56
If you insist on building boxes for people to live in, they might as well be aesthetically pleasing boxes...	5/12/23 14:39:02
These changes as I understand them will create problems for existing, and new owners in these areas. You will be creating privileged zones.	5/12/23 17:30:48
Much appreciation for this. We only get one chance to get this right.	5/12/23 17:35:11
How will this affect the other neighborhoods around the 5 corners? Will it increase traffic through quite neighborhoods?	5/12/23 18:23:06
Very important.	5/12/23 18:51:31
Much of the new construction has not been in scale or tone with the historic junction, new regulations need to address this	5/12/23 21:50:04
More rectangular shaped buildings with flat non-descript fronts are unattractive. Pearl St. is already one large multi-unit building after another with more in the planning stages. NOT an attractive introduction to the area.	5/13/23 9:21:01
I do not think that there should be additional burdens placed on property owners who are trying to improve their properties.	5/13/23 10:57:15
The historic character of the five corner area depends on maintaining a height limit. Buildings over 4 stories are not appropriate. Green spaces are critical. The balance of concrete and buildings to trees and green spaces is so critical to a pleasing experience when walking or driving	5/13/23 11:13:10
You are pushing traffic down residential streets, which is not fair. We are Essex Junction, which is a main artery for traffic, by your redesign you are closing one of the busiest arteries.	5/13/23 17:03:18
I'm confused about the 'historic preservation review standards '. If they were used in the Village/ 5 corner design someone needed to take another look! The only building that has any historical significance is a eyesore, all the new buildings are just highrise. What was really needed was a round about, a try round about not likethecone in Winnoski!	5/13/23 17:33:26
I don't want us to be frozen in time, but I really like the idea of avoiding bland clone buildings as much as possible.	5/13/23 19:08:02
please share 'Design 5 Corners' widely	5/14/23 10:27:54
I definitely think design-review and historic-preservation are crucial for maintaining EJ's character!	5/14/23 15:14:35
Increase in taxes and maintenance costs not welcome	5/14/23 15:25:12
In the Design Review Standards (Section 620), the city should consider making guidelines should be more specific, with less discretion left to the Development Review Board. Adding consistency and efficiency to the permit review process helps make it more predictable for risk-adverse developers, especially those who are new to working in our city. While historic and design standards are important, so is having new, affordable housing solutions.	5/14/23 17:46:24
In the past the decisions concerning the city around the 5 corners have turned that area into anywhere USA. I still can't like the high-rise apartment buildings that have replaced greenery and open spaces there.	5/15/23 14:39:28
Just imagine if there were an apartment above every strip mall store on Pearl! This would dramatically expand housing and support neighborhood businesses.	5/15/23 18:31:20
If we are going to create a stronger climate to preserve historical structures, we should offer property owners (home owners) education on how to deal with deterioration - specifically the impact of water that has access to wood on building structures. I have always said, "it's all about the water". And, just this week, we are rehabbing a window that didn't funnel water away. It's easy to miss this preservation technique.	5/16/23 19:02:26
What I want is for neighborhoods to remain owner occupied, single family homes. Our streets are already too busy and there is very little green space. Property lots are so small.	5/16/23 20:22:53
Historic preservation? Like the buildings across from and next to the Lincoln Inn? Like the song goes, "And they're all made out of ticky tacky And they all look just the same.	5/17/23 7:20:22

Do you have any specific comments or concerns about the design-review and historic-preservation proposals?	Date of Comment
I agree with these things in principle, however I'm concerned about added bureaucracy esp for homeowners. I hope you can find a good balance.	5/17/23 7:39:22
Looks pretty till we are all sitting in the traffic. There is ZERO historical preservation here.	5/17/23 21:57:02
Having lived in other areas with very strict historic standards, how is the city planning to address increased costs to residences/businesses such design standards often create.	
Generally though the stricter the adherence the stronger the visual character the locality has and often increases property values.	5/17/23 23:18:53
Make the map larger so I can expand it on my pc screen to I can see it better with my old eyes; hard to really read the map and I can't imagine anyone can on a phone.	
I'd need more details to provide more detailed opinions. This is definitely needed, but the balancing act of who to provide the reviews will make huge differences.	5/18/23 0:35:51
Burlington has allowed similar ideas to actually cause buildings to fall into disrepair due to the heavy cost burden of full compliance with similar regulations. I think we need to be careful to not repeat similar mistakes. Excellent intention, but details of execution will be critical.	5/18/23 3:38:00
Much overdue!	5/18/23 7:13:46
Our land development code is only focused on housing and ignores the idea of business which creat jobs and align with the fact that we have a fairgrounds that has areas which could host large businesses minded expos. Why have we not tried to align and attract businesses like hotels along pearl Street, which would provide rooms for people attending events at the fairgrounds while also attracting more tax benefits.	5/18/23 12:11:13
As a resident in the Pleasant Street area, I value the historic buildings in the area. However, protecting the past should not be an impediment to development. Essex Junction should not erect barriers that slow development. Doing so will jeopardize a growing and durable tax base centered around mixed-use buildings in walkable communities. Other area communities are growing rapidly (see S. Burlington and Williston). Let's not fall behind due to nimbyism.	5/18/23 15:35:19
I appreciate expanding the architectural and historical preservation and review standards so we don't have another 'Good Stuff' blight building	5/18/23 17:25:19
5 corners area is now VERY ugly (been to the old soviet countries - looks very similar). Have totally ruined the character of the center. Walkabity to what? Nothing but food, drugs and alchol to buy	5/18/23 17:27:06
History is worth preserving to an extent.	5/18/23 17:30:21
Don't totally destroy the beauty of our city.n Too much clutter without keeping the historic look will make Essex Junction an unattractive place to live.	5/18/23 17:53:21
I am concerned that people who do not want to allow for growth will use aesthetic choices as a point to stop otherwise beneficial development. There needs to be guidelines set so that these decisions won't be made based on "I know it when I see it" judgements.	5/18/23 18:08:00
Just in that all existing structures maintain their historical perspective	5/18/23 18:34:25
Way too many restaurants, too many cars and parking .	5/18/23 20:11:21
Keep a village feel	5/18/23 20:25:06
Taking the look and "feel" of development into account is needed if this aspiration is to be met. The code should apply this desire for aesthetic and "fit" should be paramount so the desire for more housing does not erode the Village livability to the point it is a bedroom community without the "community"	5/18/23 23:00:50
Really? I haven't seen to much thought design in the past 10 years! There is hardly any green area at the 5 corners and beyond in either direction. T	5/19/23 1:48:47
Altering the 5 corners is a waste of time and money. The proposed connector will just cause more traffic issues at other smaller intersections.	5/19/23 10:04:16
Allow the Historic Lincoln Inn to survive the onslaught of new buildings. Do not shut down Mains st/RT 15 to cars where it enters 5 Corners.	5/19/23 10:06:56
With traffic flow and the buildup around the five corners, pedestrian friendly venues are impossible.	5/19/23 10:31:01
This is all very important!	5/19/23 11:26:48
By focusing on the look of our city it may not be possible to support the economic needs of smaller households that, theoretically, this is meant to welcome. I also think more bus and train routes need to be implemented for the developing city.	5/19/23 11:57:39

Do you have any specific comments or concerns about the design-review and historic-preservation proposals?	Date of Comment
This largely depends on whether or not these changes make it more difficult or easier to maintain our historic buildings and existing infrastructure. 5 Corners is entirely unique, it's ridiculous to rid this city of something so unique. There can still be more green space without making a mess of beautiful, historic 5 Corners.. please consider this as an asset to retain.	5/19/23 17:27:04
I appreciate that historic preservation review standards will be expanded.	5/19/23 18:52:53
Nothing that has happened has made this more bike or pedestrian safe.	5/19/23 20:28:29
There need to be tighter standards on the quality of housing built. The two buildings on the west side of park street at five corners look incredibly cheap. It's not the direction I would like to see for more projects in the city.	5/20/23 7:35:59
Please keep older buildings. We need to keep the Vermont character.	5/20/23 9:12:47
I support preventing more ugly buildings, like Good Stuff. It should have been more housing.	5/20/23 12:13:33
It's going to make traffic worse by doing this	5/20/23 16:59:38
Again, these restrictions can have negative impacts on the people most financially in need.	5/20/23 17:11:27
Five Corners is hideous, and lost all charm. Don't do this elsewhere.	5/21/23 17:31:20
Increase fees to developers	5/22/23 9:00:42
The historic preservation process doesn't seem to actually capture the goals of building more housing. Also, there are plenty of buildings in the area highlighted which need significant updates to actually be attractive. So I don't know how that reconciles with the proposals vs. what can happen without changing some of these requirements. The goals should be to encourage development at the lowest cost, least intrusive way possible so it can happen as quickly as it needs to in order to best use our now very limited space since we have separated from the town.	5/22/23 11:00:21
The changes should not highly restrict individual and families choice for home design and decorative considerations. Families should also not be put through undu hardships in order to bring an older home to the design standards applicable under any new rules.	5/22/23 18:31:56
1 - The aesthetic standards should require new construction to enhance the historic nature of downtown. No more big boxes.	5/23/23 11:33:45
2 - Any retrofitting of existing buildings should be reviewed with the same historic lens. For example if the Essex Shopping Center developer wanted to create 2 stories above the shopping center (for housing or office space) the new construction should meet the same design criteria.	5/24/23 23:00:04
My concerns are that new construction won't be thoughtfully designed to maintain the old character and charm this village has/had. Buildings like the Lincoln Inn are in poor condition and my hope is for it to be on the historic register and properly renovated, as opposed to tearing it down for a newer and cheaply designed building. The proposals are a bit difficult to really see and understand what the actual buildings will look like.	5/25/23 14:16:47
Why hasn't EJ enforced these rules earlier as Pearl St is looking like big boxes with little piazz.	5/29/23 14:56:41
Historic-preservation can become overly restrictive. There should be freedom to use modern materials as homes & properties are rehabilitated.	6/3/23 22:40:23
I hope this is not just lip service or a feel good proposal but will actually have teeth to force developers to adhere to the stipulations and not get a pass when "oops" the project is done and has not met the standard allowed in the approval process.	6/7/23 18:04:06
This will reduce the need for vehicles, encourage biking and walking, and save energy.	6/7/23 18:32:49
Enough with the poorly constructed buildings.	Designs of many recent business and multi unit residential buildings look cheap and unappealing. Many new buildings look like ugly plastic or metal boxes, and often with inadequate windows, trees, parking, or pleasantly landscaped space for people to exist around the buildings. Much of EJ is starting to look like the housing projects in big cities in the past. Livable aesthetics and affordability don't have to be mutually exclusive.
I need to have more information. The video is vague in its explanation.	6/8/23 6:51:08

<b>Do you have any specific comments or concerns about the parking-related proposals?</b>	<b>Date of Comment</b>
Please keep your response brief	5/12/23 12:51:11
Parking minimums have not worked with new construction. The current parking lots at 5 corners are always full. Families do not want to walk with their children in winter to shop or dine. Several restaurants have left for other cities because of the parking.	5/12/23 14:28:56
By "flexibility" you mean "reduce" ... there... I fixed it for you... following the fantasy of the "walkable" city is all well and good... but to try and socially engineer people out of their cars under the guise of environmental concern is a little disingenuous... yeah... sure people may use bikes... but the future is electric cars and not bikes... you are going to have to accommodate cars!	5/12/23 14:39:02
You are creating a street maintenance nightmare. Plowing and road work will be impossible as the streets will be used for parking way more than they are, and most street are too narrow in the city now. Build rentable/leasable parking first, then change requirements in areas near these facilities.	5/12/23 17:30:48
Most families in Vermont need 2 cars, therefore needing 2 off street parking spaces.	5/12/23 18:23:06
Parking is an issue for accessibility, the lack of residential parking can impact parking for businesses and reduce accessibility for those who are not as physically able	5/12/23 21:50:04
More and more it takes two incomes to afford many apartments. That means it's likely that there will be two cars per unit. If not for the one bedroom units, then definitely for two+ bedroom units. When parking isn't required of the developers, vehicle owners will park wherever they can find a spot. What happens is that neighboring property owners, who pay property taxes, insurance, and maintenance on their own parking lots (for their OWN tenants and guests) are subsidizing the developers who are NOT required to provide enough parking for their own buildings.	5/13/23 9:21:01
When residential streets are required to absorb the excess demand for parking conflicts occur. When winter parking bans are enforced that adds more stress. And related to parking, inadequate or non existent loading/unloading spaces make things worse. Parking that creates chaos is not good parking. Example: the bottom of Park Terrace & Park St. Cars are backing out from parking into oncoming traffic. Trucks are often unloading there and are parked in the street, making the street even narrower. This is a classic example of poor planning. More spaces there did not improve anything.	5/13/23 11:13:10
Shared parking, with standards for upkeep and costs shared by use entities makes sense.	5/13/23 11:28:39
with rising cost of housing, you now have multiple adults (friends or family) sharing a small space in order to afford rent/mortgage. All of those adults have cars and need a place to park them. reducing the requirement to one would make that situation worse.	5/13/23 16:42:07
There is no where near enough parking as it is in the 5 corners area. We go out of our way to go to mcgilllicuddy's in Colchester to not have to deal with the parking issue.	5/13/23 17:14:55
I love the idea of sharing the use of large private lots outside of work or church hours!	5/13/23 19:08:02
There's not even enough parking now and traffic is bad enough...	5/13/23 21:09:17
Needs to be minimum 2 per apartment. Apartments are no longer 1-car households. People need to work and cannot afford a house.	5/14/23 0:49:03
hope it might be tied to better public transport/ride share etc. Need fewer cars but hope not lead to parking on streets and lawns et	5/14/23 10:27:54
Taking away parking from existing business is detrimental to the city	5/14/23 12:55:30
These proposals only make sense if paired with real, concrete improvements to the walking/biking infrastructure, since the new businesses in the Five Corners area is rapidly drawing in more people from out of town.	5/14/23 15:14:35
Two or more people work in those units and need parking. Stop over crowding	5/14/23 15:25:12
These standards are sensible and should be adopted. Parking adds significant costs, and the current standards requiring two spaces per unit is more than many households need, particularly as the average household size decreases. Most developers will build more than the minimum if they feel that the market demands it.	5/14/23 17:46:24
Most households have more than one person per dwelling. And if these are adults ... there is likely to be a need for 2 cars per household. This is impractical.	5/15/23 14:39:28
Just make the minimum 0	5/15/23 18:31:20
Will there be "overflow" options for gatherings/guests/winter parking bans, etc?	5/16/23 8:41:13
Do we have rules to create reasonable accessibility to bike paths and walk ways?	5/16/23 11:01:24



<b>Do you have any specific comments or concerns about the parking-related proposals?</b>	<b>Date of Comment</b>
This idea is great in theory but most families in Vermont require two cars. After living in Winooski I would never want to go back to street parking. Our cars were hit multiple times. Two parking spaces would be a non-negotiable for my family if we were looking for housing.	5/16/23 16:26:15
Lowering the minimum parking requirement without adding additional parking nearby is just asking for trouble. We already have a house in my neighborhood, a single family home that has a large number of unrelated people living in it. There are usually 7 vehicles parked in the drive and on the lawn. That's just one dwelling. Imagine if there are 4 or 5 on a block.	5/16/23 16:31:48
Is multi-layer parking, or underground parking, an option? Parking "concerns" are frequently used to force out low income housing.	5/16/23 18:30:02
Sounds like a great idea. If we do this, we need to focus on continuous improvement of walking and biking environments.	5/16/23 19:02:26
I think that the parking requirements should be expanded to three spaces per residential unit. Personally, in my 4 person family, we need 4 parking spaces as both my teenagers have their own car to commute to work.	5/16/23 20:22:53
Village residents have been vocal and clear on the fact parking is already insufficient. Clearing path for more development by making things worse just puts us deeper into a hole. Let's not close our eyes to the reality we are living in.	5/16/23 20:41:12
No one will come if they can't park. This is not a walkable, billable, or smooth public transportation enough city to bank on that amount of decreased parking. Especially in homes like that that are likely to be occupied by 2 working people with cars	5/16/23 20:59:35
reducing parking requirements to 1 is a huge mistake, especially during off street parking ban months	5/17/23 6:57:11
This is an attempt to change peoples behavior and get rid of cars!	5/17/23 7:20:22
I've read about this sort of thing over the years, so I'm already familiar with the argument for fewer parking spaces. Of course I'm concerned about how much folks need a car in Vermont and what happens when a two-person household needs two cars and where that extra car goes. But I think it is worth trying.	5/17/23 7:39:22
People would be forced to park in the street ,	5/17/23 8:26:10
Parking is an issue in the Junction and I don't see how limiting spaces helps. Already if I go into the Junction for shopping or eating, I have a hard time finding a parking space and in a lot of cases go somewhere else. I would rather spend my money in the Junction but if I cannot park I don't have a lot of options.	5/17/23 10:16:04
It seems incoherent to allow a house to be turned into a triplex but to reduce the number of required parking spaces.	5/17/23 13:34:33
Parking can already be hard to come by in this area. For denser, multi unit housing like apartments, it seems at 1.5 spaces per unit would be a good minimum.	5/17/23 14:36:18
This is just ridiculous. I cannot fathom why anyone would think this is a good idea.	5/17/23 14:55:25
The parking is just more cars on our roads. That means you take more of our tax money. It's out of control	5/17/23 21:57:02
While in spirit I agree with cutting down on parking, there are too many people who need two vehicles if two people have jobs or some other permutation involving kids, etc. Unpopular perhaps but town parking stickers to help control if it creates parking congestion.	
Inside city center though, one space requirements would help encourage more walking-oriented purchasers...a good goal to strive for, but long term social norm adjustment. Again; without public transit and more bikable options, reducing cars isn't going to work.	5/18/23 0:35:51
Public transit is underdeveloped and inefficient here, so my fear would be that we would potentially box out those families who most need two vehicles. Most working class families are not able to execute their jobs remotely and need the ability to park one vehicle per adult. Shared parking sounds good, but seems tricky to pull off.	5/18/23 3:38:00
I feel like the 1-car minimum should be on a case by case basis—developers will always choose the cheap option and I am concerned about neighborhood streets being congested with street parking.	
Shared public parking —yes!	5/18/23 7:13:46

Do you have any specific comments or concerns about the parking-related proposals?	Date of Comment
Limiting parking in an area which relies heavily on individual transportation does not make sense. Burlington tried this and builders won't build because renters won't rent a place they can't park there cars less parking and more people makes absolutely no sense.	5/18/23 10:43:49 5/18/23 12:27:20
I believe 1 parking space per unit is inadequate. I live in a condo project where 2 parking spaces are allocated to each unit and we still have issues with parking as we have multiple units with more than 2 vehicles. Wishing will not make it so. If anything, more residential parking is needed. I know many multi car households. People who homeshare, roommates, teenagers, ets	5/18/23 12:47:54 5/18/23 14:10:56
Parking IS an issue and will be a much more significant issue if these changes are made. When we moved to the village, we dropped to one car. We now have 4 and 6 drivers, often juggling who gets to walk/get dropped off, and having to navigate challenging parking/weather/timing issues of who needs to be where and when. All this with one of of us working .25 miles from home (still in the village) and 2 working from home several days a week. People NEED to be able to get to work and they NEED to be able to park their cars somewhere. I understand that not every unit will NEED 2 spots at all times. BUT some will need both and some will not be able to find places to park their extra vehicles. When we have overnight guests (parents, siblings, friends), we have to park in the yard in the winter already. We like to host get togethers a couple times a year, and have 10-20 visitors, who need to park somewhere. When we infill everything, where will folks be able to park? My adult child has been trying to move out and they cannot afford an apartment without a roommate. They will need to park 2 vehicles or they cannot do it. There are no options. They cannot be picky but they HAVE TO BE ABLE TO HOUSE TWO VEHICLES. Period. Anywhere without guaranteed parking for 2 is a "no". This is NOT unusual for adults and public transportation or working from home or walking distance are not guaranteed. And as our children grow, they need vehicles too to get to work (we often have folks heading in 5 different directions to locations too far to get to w/o a car and it's hard to carpool). We are not unusual!	5/18/23 16:35:56
with this, ensure enclosed bike storage, bike lanes on streets, and more bussing opportunities to Essex Experience.	5/18/23 17:25:19
there already isn't parking in the village - lets make it worse	5/18/23 17:27:06
The following statement is incorrect: "When building new homes in space-constrained cities, we increasingly have to choose between housing more people or housing more cars." We can and must do both.	5/18/23 17:30:21
Are you intending on building and paving it all?	5/18/23 17:31:55
This raises concerns re: traffic flow if people have guests parking in the street or own more than one vehicle. It may also create issues for other renters and their assigned parking spaces. Having been a condo owner, this is often an issue.	5/18/23 17:53:02
It is already hard to park in Essex Junction because almost every parking lot says that it is only for use by those who are using the facilities located there. By not adding a suitable number of new parking spaces we will be competing with way too many others for the limited spaces available. Not a good idea at all.	5/18/23 17:53:21
How many families today only have 1 vehicle? Not many.	5/18/23 18:01:50
We are blessed to live in an area with mass transit and a walkable town. There is no reason that there should be two cars for every residential unit - especially for studio apartments and other single occupancy units. Less pavement leaves more green space and reduces the heat island effect.	5/18/23 18:08:00
Folks I reside/own a condo in the City Core, in the past 6 years the parking demand has gone from one to two parking spaces per unit to 2-3 spaces per unit. Everyone drives!! Don't be fooled please don't reduce unless the applicant can prove he or she has provided alternative spaces such as an adjacent municipal lot or underground parking.	5/18/23 18:34:25
People will still have their cars, just nowhere to park them.	5/18/23 18:59:28
Reducing the requirement from two to one space isn't sensible for the average household.	5/18/23 20:04:43
Too many cars. Use bike, bus and walk!!!	5/18/23 20:11:21
I don't want a city feel.	5/18/23 20:25:06

Do you have any specific comments or concerns about the parking-related proposals?	Date of Comment
You're forgetting snow. We need to have cars off the street during the winter; having space for just one car is just plain dumb. Many families need two cars for employment and (often) a third car for kid(s) and/or parents living with them. Do NOT bend to the wishes of some bike lobbyists who want to limit cars.	5/18/23 20:46:26
Need more information on making better use of existing parking. Need to be spots for new housing residents or this doesn't work	5/18/23 21:33:52
This needs to coincide with efforts to reduce car dependency - we need to make our town more walkable and bikeable and offer public transit around Essex	5/18/23 22:31:49
As much as we would like to encourage bike/walk/multi-modal transportation, the fact is folks will continue to use vehicles to get to work, travel to visit friends and loved ones, etc. I grew up in the city and was an avid walker, and bus and train rider and would love if Vermont had more opportunities for these methods of travel to more varied locations. I currently take the bus to Burlington regularly and have taken the bus to Boston a few times. I also take the train to visit family every opportunity I get. But my car is essential.	5/18/23 23:00:50
It's hard enough to park- must we squeeze in less areas for cars to park, for upcoming developments?	5/19/23 1:48:47
We are a state of trucks and SUVs. Parking spaces need to be large enough to accommodate large vehicles - length and width-wise. Anyone been in the underground garage at UVM and seen the trucks that stick out and then also have a tow hitch that sticks out even farther? Prime example of what not to design please.	5/19/23 8:09:03
Make more parking, do not lower the standards.	5/19/23 10:06:56
This proposal is a joke. It will result in severe parking shortages and will make life impossible during the winter (plow) months.	5/19/23 10:31:01
More shared parking will necessitate more police and or security. Again, mass transit needs to be a bigger part of the equation.	5/19/23 11:57:39
We need to provide parking for the housing units that are built	5/19/23 17:19:49
Between Railroad Ave, and new construction I find that there is ample parking for our City residents and enough visitors. You may consider the Amtrak station as a project vs parking.	5/19/23 17:27:04
All families have two vehicles and not accommodating for this just adds cost to a family who is living in one of these places, not to mention visitor parking. It needs to be convenient and accessible.	5/19/23 17:50:50
let make parking harder - good plan	5/19/23 18:01:32
More people work from home and will have their car in their parking spot all the time, so shared parking may have been great a few years ago, but is not as viable today. More cars will be parked on the roads and will make driving and plowing more treacherous.	5/19/23 19:55:12
We want to promote business and parking needs to be adequate. 2 pearl st did not have enough parking and caused on Taps parking to threaten them. Municipall leasing an abandoned lot behind Firebird has raised issues, with threats from the developer. Railroad and Main has had issues. That project should never have been approved without adequate parking.	5/19/23 20:12:34
Stop building!!!! There's not enough parking, people park on the street, ignore winter parking bans and cause more congestion than we have already.	5/19/23 20:28:29
Yes, let the market figure it out. A good developer will know how many they need to build to be marketable. I'm more concerned about design standards. We really need to get that right.	5/20/23 7:35:59
Consider changing the parking spaces in front of martones to align them with the traffic flow. The way it is now creates a bottle neck and backs up traffic.	5/20/23 9:55:54
Essex is not nyc we need parking spots because there is not enough parking spots at apartment buildings as it is 2 cars per unit needed!	5/20/23 12:13:33
	5/20/23 12:38:44

Do you have any specific comments or concerns about the parking-related proposals?	Date of Comment
I understand that parking is an issue. It is a huge issue. But, reducing parking requirements means less available places for people to park, therefore, more people would need to park on the street which will make the streets more crowded and harder for drivers to get around and make cars more vulnerable to accidents. This has already proven an issue near my home when I have had workers at my house have their cars hit and scratched when they were parked in front of my home. Until our society takes public transportation seriously and makes VERY easy to use and get to, we will be having households with two car minimums. In the center of the city we are in desperate need of MORE parking, not less. I really think this is all wrong thinking in an effort to bring more tax dollars to our new city by making our city less like a community that cares about itself.	5/20/23 12:41:58
No	5/20/23 16:59:38
There isn't enough parking as is. With one Councilor insisting eliminating angled parking, it will be worse. Serve the RESIDENTS, NOT the developers.	5/20/23 17:11:27
Stop lining developers pockets	5/21/23 17:31:20
The parking areas in EJ are awful!!!! Get rid of vacant lots!!! Ugly ugly ugly!!!! No more parkig lots are needed.	5/22/23 9:00:42
What will the City do if more parking is needed downtown for business not housing?	5/25/23 14:16:47
This seems like an experiment in behavioral modification. If there are no parking spaces for visitors and no overnight public parking in the winter months, there is a disconnect with the reality of how people actually live.	6/3/23 22:40:23
Vermonters commute via cars, nobody rides their bike to work during the winter, and public buses are few and far between.Homes need parking spaces.	6/7/23 14:54:41
Less land devoted to parking is a practical approach to reducing our environmental footprint and decreasing traffic. Combining this with more bike lanes/accessibility and pedestrian friendly spaces is moving in the correct direction.	6/7/23 18:04:06
Without nearby services this is all absurd.	6/7/23 18:32:49
This makes total sense. Parking takes up way too much space that should be given to people and local businesses. We should design our streets for people, not cars.	6/7/23 23:58:29
1 parking spot is not enough. People need to drive, especially since there has been inadequate space planned or implemented for pedestrian and bike transportation with buildings being placed so close to roads. The current bus system is not close to being adequate to replace cars.	6/8/23 5:40:21
I am skeptical about developers looking to add parking spaces beyond one. Will occupants be required to have only one vehicle per unit? I do not want to see municipal parking lots for residential overflow. There is no space for this in the City. Where is the requirement for the electrical charging stations\solar panels that are going to be foolishly forced on new development especially in these multi story complexes? This is a major unnecessary cost that is going to be forced on everyone. Increased building from 5-7 stories is ridiculous in the City. It is not our responsibility in the City to fix the affordability problems caused by State government, agenda driven elected legislatures including those in Essex and the City of EJ, and special interest groups.	6/8/23 6:51:08

<b>Do you have any specific comments or concerns about the stormwater-related changes in the proposal?</b>	<b>Date of Comment</b>
Requiring "some large developments" to include showers and clothes-lockers for bicycle riders will be an added expense.	5/12/23 12:51:11
I agree with more bike racks. I disagree that they need to be weather protected.	5/12/23 13:06:57
at the end of the day we live in Vermont and about 6-8 months out of the year people are not going to bike.	5/12/23 14:13:03
Okay... bike racks... fine... more places for stolen bikes to be abandoned and left to rot for months... how do the planners address the theft problem in Essex of stolen bikes .	5/12/23 14:39:02
The "amenities" are only in the interest of developers attracting buyers and apartment renters. Any of these requirements are only in the interest of developers.	5/12/23 18:23:06
its cold 8 months out of the year here.... who is doing all this bike riding?	5/13/23 9:21:01
More money being spent.	5/13/23 16:42:07
Really showers and clothes locker, a big added expense . You are creating a bigger parking issue! Use the Fair group's recommendations.	5/13/23 17:03:18
I think the shower requirement is probably going to add even more expense for building in our very expensive city.	5/13/23 17:33:26
As long as you get the rampant bike theft under control.	5/13/23 19:08:02
PLEASE do NOT let bikes travel in the road without use of road accepted hand signals. It's dangerous to assume vehicles know where bicycles are going. They should be given a ticket if in the road and do not know how to properly use the road.	5/13/23 21:09:17
bike share?	5/14/23 0:49:03
Please require the bike storage areas to be constantly monitored by good-quality cameras and to be in lit, trafficked areas to deter theft and potential muggings.	5/14/23 10:27:54
Showers and clothes lockers?? How about theft reduction?	5/14/23 15:14:35
While we need to encourage bike use to reduce reliance on cars to save space from parking and reduce emissions, the standards should not create excessive costs that will be shifted to buyers and renters. Bike racks and weather protected bike parking are useful, but showers and changing rooms in buildings that are already residential (presumably attached to apartment units that have these spaces) seems to go too far, increasing costs for unclear benefits.	5/14/23 15:25:12
Adding more secure public bicycle parking around the city would be an added benefit to the community. However, requiring this in new development. would be a nice amenity for the individual but but as a requirement, it is not really a public policy issue.	5/14/23 17:46:24
maybe solar lighting to deter theft?	5/15/23 14:39:28
This would be great. Better bikes lanes in more places around the city would make it more appealing as well. Especially bike lanes that commuters might use to get to places like Burlington and Williston. (I know the other towns are part of the problem once a biker leaves the city)	5/16/23 8:41:13
Showers & clothes lockers? You must be kidding. That will invite in the transient/addict/criminal population ten-fold. Just stop & think	5/16/23 16:26:15
Very few people bike to work, these types of projects just waste valuable tax payer money and look good on paper but never have a serious impact. Please don't waste hard earned money on pet projects.	5/16/23 17:39:51
How come showers are needed?	5/16/23 18:01:30
Couldn't agree more!!	5/16/23 18:30:02
while bike racks are nice, there is no need for them to be covered.	5/16/23 19:02:26
users will change from bicycles to vehicles in winter months	5/16/23 20:22:53
Example from Toronto Metropolitan University secure bicycle parking room. Seriously? You are comparing a metropolis (pop. 2.9 million) to our little city? Bike racks are fine but secure indoor area with showers and lockers? I commuted 30 years with none of this!	5/17/23 6:57:11
I like bikes in principle, but our roads are not built for them (nor are many adult drivers trained to share the road). What happens when we get more bike traffic? I'm not against doing what you are proposing, just concerned about down the road - this is a larger societal problem than an EJ problem.	5/17/23 7:20:22
We don't have that many bicycle riders in Essex Jct	5/17/23 7:39:22
It's not safe to ride a bike on most of the roads in Essex. This is null	5/17/23 8:26:10
Consider options for adding protected cycling routes to get people to the City safely and quickly.	5/17/23 21:57:02
As a motorcycle rider who doesn't need a whole parking space, once parking gets tight a few "bike" oriented areas would be appreciated.	5/17/23 23:18:53
The only issue I see with shelter units is will it encourage loitering; not that I've seen that in EJ, but I haven't seen it in other VT towns.	5/18/23 0:35:51

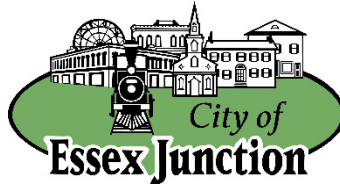
<b>Do you have any specific comments or concerns about the stormwater-related changes in the proposal?</b>	<b>Date of Comment</b>
Excellent ideas. Limited shoulder space on many arterial roads is a concern, however, for increased cycling.	5/18/23 3:38:00
We really need a corresponding upgrade to cycling infrastructure	5/18/23 7:13:46
Will we increase the police force too because there will be an uptick in thefts?	5/18/23 9:43:01
Start with the schools. So many one occupant pickups. Again, Raj wishing does not make it so	5/18/23 14:10:56
I like the concept. Good thinking.	5/18/23 16:35:56
road infrastructure to support bike safety.	5/18/23 17:25:19
bike racks fine - the rest is stupid. just more spaces for people to congregate, steal bikes from, trash.	5/18/23 17:27:06
This is smart.	5/18/23 17:30:21
Facilities for bicycles are important and they don't take up much space. Definitely add more bike racks.	5/18/23 17:53:21
More support and options for car-free individuals is vital for any city, even one as small as Essex Junction. E-bikes especially are wonderful options and having sheltered areas where they can be safely locked up is necessary for anyone renting. I know first hand the pain of having a family member need to bring their bike into the apartment to insure it would remain safe and dry and would like to spare others that endless frustration.	5/18/23 18:08:00
It's nice for a few places at the five corners, but I doubt the average EJ household would benefit from by Bicycle parking.	5/18/23 20:04:43
Showers and clichés lockers! Use a wet elle in a bathroom!	5/18/23 20:11:21
Get electric scooters	5/18/23 20:25:06
I like the idea, but I do not believe the bikes will be secure. The newer electric bikes are very expensive, and we don't have enough police to protect the bikes in a public way.	5/18/23 20:46:26
While I cannot ride a bike due to physical limitation, I strongly agree with our need to encourage and plan for this type of travel and focus on safety and appropriate lanes and stops.	5/18/23 23:00:50
To be honest I use to ride my bike more often downtown- I do not now! There is too much traffic. I do see some cycling- but not anywhere near what I use to see! I think there is enough cycling options available at this time- for the use I am seeing. Not to much time for biking when many younger families have to work two jobs to afford their home or apartment.	5/19/23 1:48:47
Bike paths along roadways would also need to be factored in.	5/19/23 8:09:03
Leave property owners be, don't add unfunded mandates.	5/19/23 10:06:56
Why? The number of bike riders around here is minimal. You can't turn Exxex Junction into Amsterdam.	5/19/23 10:31:01
Please remember many people walk and have disabilities. We need to ensure we are maintaining our sidewalk system.	5/19/23 11:26:48
Once more, police and the tracking of stolen bikes will need a bigger part to play in our city. I am an older resident who never learned how to ride a bicycle. It would be unsafe for me to start now. Would pedestrians also be encouraged?	5/19/23 11:57:39
This I can get onboard with ... and would suggest that there are trail networks which could be developed (between A.D.L. and Countryside for one) to enhance bicycle commuting (or perhaps extending the Old Colchester Rd. Bike Path toward Colchester Pond). ...	
Yes, I'm available for hire.	5/19/23 17:27:04
visible, conveniently located bike racks - good idea. but no police to help you find your stolen bike if you use it	5/19/23 18:01:32
I'm very excited about this!	5/19/23 18:52:53
I used to bike to the my place of business in the city all the time, but many bikes have been stolen or vandalized in recent years from the bike racks, so I am not sure if open bike slots are a good solution.	5/19/23 19:55:12
More building isn't the answer to making this bike friendly. The roads aren't safe to bike in the city- the streets don't have bike lanes and kids are hit almost daily on the way to school. There is no way more building or bike parking will alleviate this problem.	5/19/23 20:28:29
Essex Junction could be much more bikeable. It's too bad our corridors don't support it. Approaching Five Corners and getting through it is a lot for even experienced bikers.	5/20/23 7:35:59
Great idea.	5/20/23 12:41:58
This is a joke.	5/20/23 17:11:27
Showers and lockers should not be mandatory	5/21/23 8:24:05

Do you have any specific comments or concerns about the stormwater-related changes in the proposal?	Date of Comment
Why park bikes if we can't park cars?	5/21/23 17:31:20
More bicycles less parking lots in EJ!!!! The parking lots are beyond ugly and bring down EJ and has for yrs!	5/22/23 9:00:42
1 - Cover them with solar shelters	
2 - Have them lit and with security cameras	5/23/23 11:33:45
Those businesses that had bike racks prior to remodeling should be required to reinstall now that they are done.	
When will staff enforce this? Will solar panels be used as roofing materials?	5/25/23 14:16:47
Include storage pods and/or racks especially where "public parking" is done.	5/29/23 14:56:41
In order to get to bike parking you have to have wide continuous bike lanes which the city is spotty at best.	
Improve bike lanes and paths throughout the city and then this would make sense.	5/29/23 21:13:50
I think consideration should also be given for covered bus stops. Public transportation is so important.	6/3/23 22:40:23
Stop trying to make us what we aren't.	6/7/23 18:32:49

<b>Do you have any specific comments or concerns about the stormwater-related changes in the proposal?</b>	<b>Date of Comment</b>
Is all of the toxic waste located on the IBM site being kept at bay?	5/12/23 12:31:22
This makes sense... let's try and upgrade what we do have instead of insisting creating something that will only put pressure on existing resources...	5/12/23 14:39:02
The need for adequate stormwater infrastructure is connected to building density and could be linked as a requirement when lot coverage exceeds a given threshold.	5/12/23 22:01:01
Who is going to take care of these features? Public Works barely keeps up with what is already in place. Just look at the trash, painted graffiti, broken lantern panels, and, particularly, the overgrown and dead 'raingarden' landscaping on the multiuse path along the RR tracks.	5/13/23 9:21:01
When planners allow developers to cut tree roots for access to their building, is this good planning? How does killing existing trees benefit us?	5/13/23 11:13:10
how does this reducing the cost of living.... does it actually increase it?	5/13/23 16:42:07
I support this as long as the maintenance is kept up with. If they build it and don't maintain it due to cost or staff, then it's not worth it.	5/13/23 17:14:55
Great ideas!	5/13/23 19:08:02
This looks awesome!!!	5/14/23 0:49:03
Need to budget care & maintenance as seen in issues @ school safety path between EHS & Amtrak!	5/14/23 10:27:54
Increase in taxes to maintain is a strong concern. ex: Lamp post along Pearl St. are in need of a face lift.	5/14/23 15:25:12
Anything that reduces runoff pollution is a benefit not only to the City but to the area in general.	5/15/23 14:39:28
more explicit and visible trash/recycle and COMPOST stations.	5/16/23 8:41:13
How can we apply this to existing easements?	5/16/23 11:01:24
The more the city can be doing for the environment the better.	5/16/23 16:26:15
Again tax payers are over burdened and the city council doesn't seem to care, they just keep spending.	5/16/23 18:01:30
What proposals are being considered to reduce asphalt run-off and drainage issues?	5/16/23 18:30:02
We should also highlight existing stormwater projects. Few people know that the work on RT 15 at Fairview Farms is a stormwater / water quality project. Same for the Multi-use path. And I'm sure there are more. If we are going to focus on this, we need a way to communicate progress and perhaps impact/benefit.	5/16/23 19:02:26
I wish I had this in my neighborhood! Love the intent!	5/17/23 7:39:22
I would encourage the city to require multiple species of trees to be planted instead of allowing builders to plant one species in case of potential pest or disease issues like the ash borer problem.	5/17/23 14:36:18
How much will my taxes go up for this?	5/17/23 21:57:02
Anything that adds "green" to provide visual counter to buildup is a good thing in my book. Anything that encourages and supports trees is a good thing; lack of green anything is an inhospitable place to be (though concern with often low vegetation blocks line-of-sight especially around driveways and stopsigns.	5/18/23 0:35:51
Great ideas	5/18/23 3:38:00
The sidewalks are in major need of fixing and I don't know whether to ask you to fix them before you put these in or vice versa.	5/18/23 5:12:35
I would like to see something stronger than encouragement-let's make developers add these features in all new builds!	
Can we incentivize these upgrades to residents?	5/18/23 7:13:46
I am not opposed to this however I'm not sure this is where we need to be spending our money	5/18/23 10:43:49
Over regulation stunts growth and does not benefit communities. Ask burlington about the hole in the ground and the costs that created due to regulations they put in place allowing lawsuit after lawsuit.	5/18/23 12:11:13
One of the few things in this city that I agree with 10000%	5/18/23 14:10:56
love this!	5/18/23 17:25:19
This is a great concept that is often poorly executed. We need to get it implemented correctly the first time.	5/18/23 17:30:21
Who will pay for all the storm water accommodations?	5/18/23 17:53:02



<b>Do you have any specific comments or concerns about the stormwater-related changes in the proposal?</b>	<b>Date of Comment</b>
Sounds like a good idea but I don't know enough about it. If it helps the environment, I am all for it.	5/18/23 17:53:21
Many areas around Essex Junction (and town) are heavy clay and very wet soils. Managing water runoff can help reduce the damage to building foundations that can occur from these conditions.	5/18/23 18:08:00
I think this is a good idea for new builds and the City center, but it wouldn't personally benefit in my neighborhood. I hate not having curbing on the newer end of Kiln Road and would not support that because at Wintertime plows destroy our lawns. We have to re-seed lawns every summer - but some of my neighbors don't and it looks terrible. Enhanced landscaping is always nice around the City center as long as it will be well maintained by the City.	5/18/23 20:04:43
Must happen	5/18/23 20:11:21
Smart...if it actually works? Is there precedent in some towns/cities like ours?	5/18/23 20:46:26
This planning is of UPMOST importance!	5/18/23 23:00:50
I am all for green storm water infrastructure. Landscaping- we hardly have any green area around anymore! I have lived in a development for over 30 years- the sidewalks are a mess- you can not walk on them in the winter and forget the spring- deep puddles are everywhere- the plow is bigger than the sidewalk and rips up my yard every year. Can we pay attention to the green areas we do have. I have seen some trees planted in the past few years- and have been pleased with that.	5/19/23 1:48:47
You've paved over and built on every patch of vegetation in the city. Planting flowers and shrubs on the sidewalk is a waste of money.	5/19/23 10:31:01
I've noticed more planting from the city along roadways; we're already doing it and I think it's great, we just might consider their growth in 20 years given where they're being planted. Water retention sounds great, I think that could benefit the ice rink for one, and any number of uses. Water is the connection to all life, we need it clean.	5/19/23 17:27:04
I've been impressed with examples of this in Burlington and would love to see it here!	5/19/23 18:52:53
This should happen despite any buildings. No more new builds!!!! Fix the existing infrastructure and local ecology first!!!!	5/19/23 20:28:29
100% but we need to make sure there is a maintenance plan. Plants require care. I don't want to see a bunch of unmaintained gravel wetlands everywhere that haven't been designed to look nice or fit in with the lot or context. Engineers don't design, they engineer. I wonder if there needs to be more standards about how they are designed and where certain practices are appropriate.	5/20/23 7:35:59
Great ideas.	5/20/23 12:41:58
There won't be any green space remaining with your other plans.	5/20/23 17:11:27
All great ideas but have not seen the city be very good at maintaining or enforcing the maintenance of these landscape elements long term	5/21/23 8:24:05
Ha!	5/21/23 17:31:20
EJ has needed more green space for yrs!!!!!!!!!!!!!!!!!!!! Less monster ugly buildings and parking lots!!!! Too many vacant HUGE buildings and lots!!!!!!!! So unappealing and ugly.	5/22/23 9:00:42
Permeable pavement needs to be the new standard	5/23/23 10:16:43
Keeping full sized trees on the streets benefits us all. What is being done to keep trees?	5/25/23 14:16:47
Give us back curbing for streets & sidewalks	5/29/23 14:56:41
All new development should require a substantial "green" factor, trees, greens space, etc. to offset the amount of concrete and impervious surfaces. How practical are green roofs in Vermont with snow load?	6/3/23 22:40:23
Good luck, you can't even provide good road drainage.	6/7/23 18:32:49
This looks so much better than grass too!	6/7/23 23:58:29
Need more trees and landscaping with building projects than what has been going on recently	6/8/23 5:40:21
Green roofs in VT are not necessary. I question the added weight on the structure especially with winter snow. Maybe new specifically structured buildings can handle the weight and better suited for the green roofing. Improving runoff infrastructure is important.	6/8/23 6:51:08



## Memo

To: Essex Junction City Council  
From: Ashley Snellenberger, Communications & Strategic Initiatives Director  
Meeting Date: June 14, 2023  
Agenda Item: Committee Appointment: Police Community Advisory Board

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**Issue:** The City has three open positions on the new Police Community Advisory Board (PCAB). At the April 12, 2023 meeting, Ta Tanisha Redditta, who is on the Essex BEST committee and has helped develop the PCAB, expressed an interest in being one of the City's members starting out for the continuity of the process.

The City has ten applicants wishing to fill positions on the PCAB.

**Discussion:** The following applicants are attending the meeting in person or via Zoom and are available for the City Council to interview:

- Mark Mendes
- Victoria Gragg
- Michelle Krasny
- Leandro Duque Garcia
- James Pfeiffer
- Celeste Marie Girrell
- Jonathan Peach-Kenworthy
- Guillaume Teganyi

The remaining applicants include (we will schedule these folks at a later date):

- Christina Hagestad
- Jessica Wisloski

**Cost:** None

**Recommendation:** It is recommended that the City Council enter Executive Session to consider appointments to three seats on the Police Community Advisory Board. This could wait until after all interviews take place.

**Recommended Motions:**

Motion #1 "I move that the City Council enter into executive session to discuss appointment of public officials, pursuant to 1 V.S.A. § 313(a)(3) to include the City Manager."

Following Executive Session:

"I make a motion to appoint (Names) to represent the City on the Police Community Advisory Board."

**Attachments:** Applications for the PCAB

1. I am interested in applying to join the (note: if you are interested in more than one, please complete a separate application for each committee): \*

- Bike/Walk Advisory Committee
- Capital Review Committee
- Chittenden Solid Waste District Board
- Development Review Board
- Housing Commission
- Planning Commission
- Tree Advisory Committee
- Police Community Advisory Board

2. Name (First and Last) \*

Mark Mendes

6. Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? \*

Yes

No

## New Committee Member

7. Why are you interested in joining this committee? \*

I have lived here for 15 plus years and wanted to give back to the community. I also have a deep respect for folks who serve our community and put their lives on the line as police officers as well as a deep interest in inclusivity and equality for all people in our community.

8. What about you education, experiences, and background will help you be a contributing member to this committee? \*

As a local minister in the Congregational Church I serve on a lot of committees and bring that knowledge and wealth to the table. I have also had a good relationship with the police in every church I have served and have fought for social justice in all sorts of ways for decades. I also simply want to help Essex Junction continue to be a good place to live.

9. What do you hope to accomplish during your term on this committee? \*

I do not have a specific agenda, just to be a calm presence in what could be volatile subjects.

10. Is there anything else you would like to say about your interest and application? \*

If there is anything else you want to know, feel free to give me a call.

1. I am interested in applying to join the (note: if you are interested in more than one, please complete a separate application for each committee): \*

- Bike/Walk Advisory Committee
- Capital Review Committee
- Chittenden Solid Waste District Board
- Development Review Board
- Housing Commission
- Planning Commission
- Tree Advisory Committee
- Police Community Advisory Board

2. Name (First and Last) \*

Victoria Gragg

6. Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? \*

Yes

No

### New Committee Member

7. Why are you interested in joining this committee? \*

Provide another prospective of the community

8. What about you education, experiences, and background will help you be a contributing member to this committee? \*

Life long Vermonter and Essex Junction resident for 8 years. Experienced different demographics and socioeconomics compared to Vermont while obtaining my BS in Biology from the University of Akron in Ohio. Excellent communication and interpersonal skills from my job as a customer service and delivery manager for USPS. Supporting family member and friend of multiple Firefighters, EMTs, and Police Officers both in Vermont as well as other parts of the country. As a result I get to see the other side of the shield/badge at home and the frustration that is caused by different types of calls.

9. What do you hope to accomplish during your term on this committee? \*

A prospective that is often overlooked.

10. Is there anything else you would like to say about your interest and application? \*

I am not sure if there is a conflict of interest, but I am married to a member of the Essex Police Department.

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- Development Review Board
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- Planning Commission
- Tree Advisory Committee
- Police Community Advisory Board

2. Name (First and Last) \*

Michelle Krasny



6. Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? \*

Yes

No

## New Committee Member

7. Why are you interested in joining this committee? \*

This moment in our country and in our new city seems like a unique opportunity for our community to foster a modern police force that serves its citizenry. Community oversight by a diverse population is a crucial element of a movement toward equity and transparency and is something I'd like to support however I can.

8. What about your education, experiences, and background will help you be a contributing member to this committee? \*

I'm a professional listener. With a background in research (both qualitative and quantitative), I currently work as a career coach. I listen to people from all walks of life, asking probing and sometimes emotionally loaded questions to help get at the heart of an issue, and then make recommendations based on my client's value system, rather than my own. I believe the ability to put personal agenda and emotion aside, to listen, and when stumped to conduct background research, are important for anyone in such a position.

9. What do you hope to accomplish during your term on this committee? \*

I hope to help foster a police force that appropriately, transparently and equitably supports our community. Personally, I also hope to put down deeper roots in what is a newer community for me (I grew up in Southern Vermont but bought my first home in Essex Junction 2 years ago).

10. Is there anything else you would like to say about your interest and application? \*

I am a millennial LGBT white woman. I hope if candidates come forward who represent a more diverse viewpoint or have backgrounds that give them a greater understanding of the needs of this entire community that their applications will be considered over mine.

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- Chittenden Solid Waste District Board
- Development Review Board
- Housing Commission
- Planning Commission
- Tree Advisory Committee
- Police Community Advisory Board

2. Name (First and Last) \*

Leandro Duque Garcia

6. Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? \*

Yes

No

### New Committee Member

7. Why are you interested in joining this committee? \*

I believe lack of oversight and transparency are one the primary issues in police forces across the country. Serving an advisory board like this would be a step on my part to be a part of the solution.

8. What about you education, experiences, and background will help you be a contributing member to this committee? \*

I have lived in multiple countries/cities and have experienced different types of police work. And as a white latino immigrant I have have had vastly different experiences with police depending on the context.

9. What do you hope to accomplish during your term on this committee? \*

Lend a potentially different perspective to discussions as well as better understand how our local police interacts with our community.

10. Is there anything else you would like to say about your interest and application? \*

Whether selected to participate or not, I am grateful this exists and for the people spearheading it.

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- Development Review Board
- Housing Commission
- Planning Commission
- Tree Advisory Committee
- Police Community Advisory Board

2. Name (First and Last) \*

James Pfeiffer

6. Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? \*

Yes

No

### New Committee Member

7. Why are you interested in joining this committee? \*

The people enforcing our laws need to hear the voices of those they serve loudly and clearly. I believe that I can help ensure this is done.

8. What about your education, experiences, and background will help you be a contributing member to this committee? \*

Both of my parents, and a step-parent, are police officers. I joined the New Orleans Police Department when I was 21, though an injury sidelined my training long enough for me to realize that the job was not what I was raised to believe - especially in a city like New Orleans.

However, in a place like Essex Vermont, it can be. In the time I've lived here, my experiences with the department and its leadership have been positive. Ensuring that isn't purely because of my background, appearance, etc. and is the experience of every person requires that the needs and concerns of the public are fully expressed to the department, and the department's questions, responses, and needs are heard not just by our elected leadership and those most expressively supportive of police - but by those calling for additional reform.

9. What do you hope to accomplish during your term on this committee? \*

Not knowing the length of the term, my response would be that the first year of this sort of body would almost certainly need to be dedicated to a review of existing policy. Additional topics for discussion will evolve as events unfold.

10. Is there anything else you would like to say about your interest and application? \*

I appreciate your consideration, and hope that if you have any questions you won't hesitate to reach out and ask.

1. I am interested in applying to join the (note: if you are interested in more than one, please complete a separate application for each committee): \*

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- Chittenden Solid Waste District Board
- Development Review Board
- Housing Commission
- Planning Commission
- Tree Advisory Committee
- Police Community Advisory Board

2. Name (First and Last) \*

Celeste Marie Girrell

6. Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? \*

Yes

No

## New Committee Member

7. Why are you interested in joining this committee? \*

I worked in the Vermont Department of Corrections for 30 years and retired as the Superintendent of the Facilities in St. Johnsbury. The Community's relationship and understandings with its Police is critical to its safety and well-being.

8. What about your education, experiences, and background will help you be a contributing member to this committee? \*

I served as a Justice of the Peace in Sutton, Vermont for several years and was on the Sutton School Board for over 20 years. After building the new Board and SU due to Act 46, I retired from the Board. I have a Masters in Education

9. What do you hope to accomplish during your term on this committee? \*

To learn about and address the needs and challenges of our Police Department and to build connections between our Public Servants and the Community members they serve.

10. Is there anything else you would like to say about your interest and application? \*

For health reasons, I had to leave the Kingdom two years ago. I am enjoying all this area has to offer and I miss being involved and connected to my community and neighbors. This committee would be a good match between my experience, talents, and need to serve my new community

1. I am interested in applying to join the (note: if you are interested in more than one, please complete a separate application for each committee): \*

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- Development Review Board
- Housing Commission
- Planning Commission
- Tree Advisory Committee
- Police Community Advisory Board

2. Name (First and Last) \*

Jonathan Peach-Kenworthy



5.

6. Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? \*

Yes

No

## New Committee Member

7. Why are you interested in joining this committee? \*

I'm concerned about the transparency of the Essex Police department. I feel like some issues aren't being addressed. I'm concerned about quality of life issues including signage, parking, and speed enforcement.

8. What about your education, experiences, and background will help you be a contributing member to this committee? \*

I'm a small business owner who works as a technology consultant for small businesses. I'm a father and an advocate for special education services. I have an extensive background in State Government and helped develop the Low Income Energy Program. I have experience bridging the gap between private and public organizations. I previously sat on the Town of Essex Energy Committee.

9. What do you hope to accomplish during your term on this committee? \*

Try to foster a working relationship between the community and Essex Police department. I want to feel safe walking and riding my bike around the city.

10. Is there anything else you would like to say about your interest and application? \*

I would love the opportunity to support our community. Please let me know if you have any other questions for me.

1. I am interested in applying to join the (note: if you are interested in more than one, please complete a separate application for each committee): \*

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- Capital Review Committee
- Chittenden Solid Waste District Board
- Development Review Board
- Housing Commission
- Planning Commission
- Tree Advisory Committee
- Police Community Advisory Board

2. Name (First and Last) \*

Guillaume Teganyi

5. Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? \*

Yes

No

## New Committee Member

7. Why are you interested in joining this committee? \*

I would like to help my communities of Congolese Africans and Essex Junction police communicate effectively together.

8. What about your education, experiences, and background will help you be a contributing member to this committee? \*

Formerly I was employed by the IRC (International Rescue Committee) in the Democratic Republic of the Congo. I was in charge of a fleet of 45 vehicles used in transporting medical supplies and food to the outlying villages of the city of Bukavu. In addition, I was a community leader through my church in Bukavu. When atrocities throughout the outlying villages occurred from marauding militia, I photographed, recorded and reported the crimes. Through support from the government of DRC, the IRC was also attacked. I was forced to flee the DRC. I have a bachelor's degree in statistics. I am now employed by the Vermont Catholic Charities. I speak several languages including French, English, Swahili and other African languages.

9. What do you hope to accomplish during your term on this committee? \*

I would like to help the African community have their voices heard and make Essex Junction safe and inclusive for everyone.

10. Is there anything else you would like to say about your interest and application? \*

I have lived in Vermont for 12 years having had to flee the DRC because of my humanitarian work at the International Rescue Committee. I have wanted to be involved in community work since I've been in America, but I had to wait until my family was no longer in danger in DRC. My family of six children and my wife have finally been reunited with me, (last November) here in Vermont. We are thrilled to be together for the first time in 12 years, now living in a nice home with good neighbors in Essex Junction. My three youngest children are students at Essex Junction High School. My three oldest children are working at Twincraft and Ben and Jerry's. We have waited a long time to be together and make this our home. I am very interested in representing my African and my Essex Junction communities to help everyone understand, respect and live safely together.

1. I am interested in applying to join the (note: if you are interested in more than one, please complete a separate application for each committee): \*

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- Chittenden Solid Waste District Board
- Development Review Board
- Housing Commission
- Planning Commission
- Tree Advisory Committee
- Police Community Advisory Board

2. Name (First and Last) \*

Christina Hagestad

6. Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? \*

Yes

No

### New Committee Member

7. Why are you interested in joining this committee? \*

I am interested in equity, restorative practices and representing marginalized communities.

8. What about you education, experiences, and background will help you be a contributing member to this committee? \*

I work at an alternative therapeutic school.

9. What do you hope to accomplish during your term on this committee? \*

I wish to represent marginalized peoples dutifully.

10. Is there anything else you would like to say about your interest and application? \*

No thanks!

1. I am interested in applying to join the (note: if you are interested in more than one, please complete a separate application for each committee): \*

- Bike/Walk Advisory Committee
- Capital Review Committee
- Chittenden Solid Waste District Board
- Development Review Board
- Housing Commission
- Planning Commission
- Tree Advisory Committee
- Police Community Advisory Board

2. Name (First and Last) \*

Jessica Wisloski

6. Have you previously or are you currently an appointed member to the committee you are wishing to be appointed to? \*

Yes

No

### New Committee Member

7. Why are you interested in joining this committee? \*

For a few years, I've been mentioning at public meetings that community advisory committees (I think called CPCs) are part of how the New York City Police Department functions and has for a number of years. It's a liaison for the community, in a sense, so people who have concerns or events or want to interface in a genuine way with the police at their local precinct, and it means they have one time and day per month when they can do so. I had to report on these as a longtime newspaper writer for the New York Daily News, and it seemed so sensible, as it sort of sequesters the amount of time leaders in the local precinct need to do public interface with the public, to a predictable, transparent time and place. It always seemed to be run and operated with a strong mutual respect between the board from the community and the public affairs officer and CO. Since moving back to Essex Junction I have wondered at public forums and suggested directly to the CO that this might be something we could embrace as a community, to uphold a hospitable environment for officers who work here, and develop or establish norms and priorities for the kind of community we wish to be as a new city. I am interested personally because I feel it would be hypocritical to be advocating for this in emails and public forums for years and not express interest in having the role and doing the work. But also - I respect police, and our community. I yearn for it to be safe, but also for all kids and adults within our borders to have the same protections as each of their neighbors, no matter what their skin color, housing status, relationship with the City, or purpose of their presence here. I have never had any reason to doubt the way the EPD operates - if anything I am only impressed by any interaction I have had with them, but as a community we have lacked transparency as to what they do and how they run, since losing any local press that is devoted to Essex coverage, and with our major news outlets shrinking and disappearing word of mouth (the untrustworthy beast) tends to pervade. I would love to serve my community, and the police force, in this way.

8. What about you education, experiences, and background will help you be a contributing member to this committee? \*

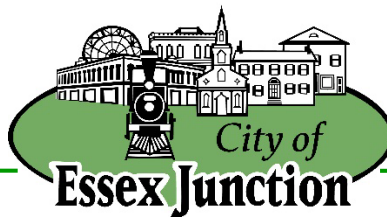
I lived in New York for a number of years - 13 - and for many of the years I worked there I reported as a crime beat or local news reporter in the Downtown Brooklyn area, the Bronx, and Queens. I had daily interactions with commanding officers, executive officers, and public affairs officers (and actually kept my cell phone number a 718 area code after moving here because I was still reporting on the city and it's the only way the PD would pick up.) I have been to some intense, high stress crime scenes, and have a clue what beat officers go through having seen it first hand. I did police blotter writing for local Brooklyn and Queens papers before that, spending hours with police inside their offices, using their desks, as I pored over weekly "pink sheets" or the write ups they collected for crime data that was gathered by the city weekly. When I was the editor for the Williston Observer, I also continually covered the police blotter and had regular contact with the department about its challenges, budget planning, and needs. I feel more equipped than most to work as a community member to help others have a sense of the duties and needs of a department.

9. What do you hope to accomplish during your term on this committee? \*

I want to help create a legacy of openness and communication between the department and our new/old community.

10. Is there anything else you would like to say about your interest and application? \*

Nope! I hope to be selected, but if not hope I can serve in some future way! And I'm so happy this is moving forward as an initiative.



## MEMORANDUM

**To:** City Council  
**From:** Christopher Yuen, Community Development Director  
**Meeting Date:** 06/14/2023  
**Subject:** Amendments to Land Development Code

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### **Issue:**

The Land Development Code (LDC) updates approved by the Planning Commission in August 2022, require further discussion and action by Council.

### **Discussion:**

#### Public Hearing

The City Council should consider comments heard during the public hearing, and decide if further substantial amendments are needed to the LDC. If so, the Council should advise staff on the direction of those amendments and Staff will bring these changes back to Council on June 28<sup>th</sup>. At that point a second public hearing will need to be warned for July 26<sup>th</sup>.

#### Planning Commission Report on LDC Amendments

The Planning Commission approved an updated version of the summary report on the proposed LDC changes during their meeting on June 8, 2023. This report is a statutory requirement and now reflects the changes to the LDC amendments made by council on May 24, 2023. This report is attached.

#### Correction regarding effective date of the S.100 Affordable Housing Density Bonus

During the May 24 council meeting, City Manager Regina Mahony mentioned that the S.100 Affordable Housing density and height bonus would have to be enacted by council now to be ready in place for a December 2023 effective date. That statement was made in error. Staff has confirmed that the S.100 density and height bonus requirements have a December 2024 effective date. We regret the error.

Staff continues to recommend the inclusion of the required affordable housing density and height bonus in the current round of LDC amendments; however, if Council prefers, this density bonus can be deferred to a later date, closer to the December 2024 state-imposed deadline.

#### Additional Non-substantial Changes:

There are several more minor, non-substantial changes to the LDC Amendments that Council should consider prior to adoption. 24 V.S.A § 4442 allows City Council to make minor changes to the bylaw amendments without warning an additional public hearing.

#### **1. Minor changes to comply with requirements of the FEMA National Flood Insurance Program**

The Chittenden County Regional Planning Commission (CCRPC) recently completed a review of municipal bylaws for compliance with the FEMA National Flood Insurance Program (NFIP). Having Zoning bylaws that align with NFIP requirements is important to ensure that the community remains eligible for flood insurance, along with a more favorable rate for state disaster aid (the Emergency Relief and Assistance Fund, aka ERAF). The review found that the LDC is not in



compliance with the NFIP requirements.

The non-compliant elements are all administrative issues and can be addressed through minor changes to wording in the Land Development Code. Staff recommends the inclusion of these amendments in the upcoming LDC updates.

**In Chapter 1:** Purpose, Application and Severability, the CCRPC recommends a section to clarify abrogation and precedence between the LDC and other local, state, or federal laws or regulations.

**SECTION 105: ABROGATION.** The provisions of this code shall not in any way impair or remove the necessity of compliance with any other local, state, or federal laws or regulations. Where this code imposes a greater restriction the provisions here shall take precedence.

In Chapter 2: Definitions and Rules of Construction, the CCRPC recommends defining “development” for the purpose of defining the flood plain zoning district.

- E. Flood Plain Management Definitions. For the purposes of Section 614 of this Code, the following definitions shall apply:
1. *"Base Flood"* shall mean the flood having a one percent chance of being equaled or exceeded in any given year.
  2. *"Base Flood Elevation (BFE)"* shall mean the height of the base flood, usually in feet, in relation to the National Geodetic Vertical Datum of 1929, the North American Vertical Datum of 1988, or other datum referenced in the Flood Insurance Study report, or average depth of the base flood, usually in feet, above the ground surface.
  3. *"Basement"* shall mean any area of the building having its floor elevation subgrade (below ground level) on all sides.
  4. *"Development" means any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.*
  5. *"Existing Manufactured Home Park or Subdivision"* shall mean a manufactured

In Chapter 6, Flood Plain (F-P), the CCRPC recommends re-organizing the "Purpose" statement to include reference to State Statute and adding reference to the latest FEMA and National Flood Insurance Program (NFIP) maps. Additionally, the CCRPC recommends that Section 614.C.6 be clarified to remove reference to new manufactured homes as that is not allowed in the district. Replacement manufactured homes must be anchored to resist floatation, collapse, or lateral movement as per NFIP requirements.

**SECTION 614: FLOOD PLAIN (F-P)**

**A. Purpose.** The purpose of this district, consistent with 10 V.S.A. § 751, is to:

1. ~~to~~ promote the public health, safety and general welfare;
2. ~~to~~ prevent increases in flooding caused by excessive development of land in flood hazard areas;
3. ~~to~~ minimize and prevent loss of life and property, disruption of commerce, impairment of the tax base, and extraordinary public expenditures and demands on public services that result from flooding and other flood related hazards;
4. Ensure that the City of Essex Junction and individuals remain eligible for federal flood insurance, disaster recovery funds, and hazard mitigation funds as may be available. ~~losses due to floods. Uses within these areas should be restricted to agricultural, outdoor recreational and conservation uses not involving structural improvements. The flood plain district is as indicated on the official Zoning Map and as identified by the Department of Housing and Urban Development, Federal Insurance Administration (FIA) Flood Insurance Rate Maps (FIRM) dated January 2, 1981.~~

**FLOOD PLAIN REGULATIONS--B. Applicability.** These regulations shall apply to all areas included in the F-P Flood Plain District, or all lands identified as areas of special flood hazard at time of submittal of application on the most recently available Flood Insurance Rate Maps and in the most recently available Flood Insurance Studies published by the Federal Emergency Management Agency (FEMA), National Flood Insurance Program (NFIP), as provided by the Secretary of the Agency of Natural Resources (ANR) pursuant to 10 V.S.A. § 753, which are hereby adopted by reference and declared to be part of this code.

**C. Warning And Disclaimer Of Liability.** This code does not imply that land outside of the areas covered by this bylaw will be free from flood or erosion damages. This code shall not create liability on the part of the City of Essex Junction or any municipal official or employee thereof, for any flood or erosion damages that result from reliance on this code, or any administrative decision lawfully made hereunder.

**D. ~~at time of submittal of application.~~**

**Permitted and Conditional Uses:** Permitted uses within this district are restricted to agricultural and accessory uses and structures other than dwellings and/or commercial buildings. Conditional uses are limited to Agriculture and Accessory Uses. ~~Conditional Uses: Recreational facilities not involving the use of structures or, flood control works, structures other than dwellings and/or commercial buildings.~~

**A.E. Review Procedures**

1. Prior to issuing a permit for the construction of new buildings, the substantial improvement of existing buildings, or for development in the floodway, a copy of the application shall be submitted to the Vermont Department of Water Resources and Environmental Engineering in accordance with 24 V.S.A. 4409. A permit may be issued only following receipt of comments from the Department or the expiration of 30 days

contamination from them during flooding.

- 6. ~~New and r~~Replacement manufactured homes shall be:**
  - (a) ~~e~~-elevated on properly compacted fill such that the top of the fill (the pad) under the entire manufactured home is above the base flood elevation.**
  - (b) ~~p~~ properly anchored to resist flotation, collapse, or lateral movement.**

2. **Planning Commission meeting schedule (Section 302.H)**

Councilor Thibeault suggested that Section 302.H be modified to not specify the frequency and date of meetings, as such specificity is not necessary in the Land Development Code. Staff agrees with this suggestion. The Planning Commission has only met once a month since the Development Review Board took over development review functions.

H. Meetings. The Planning Commission will meet the first and third Thursday of each month when they are actively working on an update to the Municipal Plan or the Land Development Code, or when the commission has decided to call a meeting for any other duties. The Planning Commission may set additional or alternative meeting days if needed.

3. **Development Review Board meeting frequency (Section 501.E.1)**

Councilor Thibeault suggested that Section 501.E.1 be modified to not specify the frequency and date of meetings, as that such specificity is not necessary in the Land Development Code. Staff agrees with this suggestion. The DRB currently only meets once a month.

E. Public Hearing Procedures:

~~1. The Planning Commission Development Review Board shall meet two times each month on a pre-established meeting schedule, however, a meeting can be canceled on holidays or if there is nothing on the agenda.~~

4. **Removal of Fee Schedule from the LDC**

As discussed at previous Council meetings, Staff recommends removing the Fee Schedule from the LDC. Having the fee schedule as a standalone document will make it easier for the City Council to make changes to fees without having to revise the entire Land Development Code in the future.

5. **Adding four-plex to the special standards in R1 and R2 districts (Section 618.G.1 and Section 619.G.1)**

With the addition of fourplexes to the list of permitted uses, the language in the special standards is intended to apply to fourplexes as well and should be clarified as such.

G. Special Standards. To remain at similar existing densities in this district as the Comprehensive Plan calls for:

1. Conversion to duplexes ~~or triplexes~~, or fourplexes shall be done within a traditional detached frontage style home.

1.2. Parking shall not take up more than thirty (30) percent or 20 (twenty) feet of the linear frontage of the lot, whichever is less.

6. **Clarification of 15-foot buffer language (Section 708.B.2 and 708.B.3)**

During a recent Development Review Board hearing, there was some confusion regarding the applicability of the 15-foot buffer requirement between different uses within the same district. The first sentence of the requirement refers to a commercial / multi-family development adjacent to a residential use, while the second sentence referred to a commercial / multi-family development adjacent to a residential District,

The City Attorney opined that the currently rule should be read to apply the 15-foot requirement to be applied based on use, since that is explicitly stated in the first sentence, but that the second sentence should be changed to avoid confusion.

2. Any Commercial use located adjacent to a residential use shall provide a buffer zone of not less than twenty (20) feet. The buffer zone shall be landscaped in such a manner as to minimize impact on the adjoining residential ~~District~~use. A fence and/or hedge not less than six (6) feet in height may be required. Any fence and /or hedge erected for this purpose shall be of sufficient size and density to block vision at eye level within two (2) years of planting. The use of berms is encouraged and may be required by the [Development Review Board](#)~~Commission~~ as a Site Plan condition.

3. Any multi-family use located adjacent to a single-family use shall provide a buffer zone of not less than fifteen (15) feet. The buffer zone shall be landscaped in such

a manner as to minimize impact on the adjoining single-family ~~District~~use. The [Development Review Board](#)~~Commission~~ may require the placement of an opaque fence and/or hedge to screen the multi-family structure from adjoining single family dwellings. Any multi-family development in the Village Center District that is adjacent to a single family use that is also in the Village Center District shall not be required to provide a fifteen (15) feet buffer zone.

**Cost:**

There are no associated costs with this issue.

**Recommendation:**

Staff recommends the following:

If no further amendments are needed from the public hearing, Staff recommends the Council approve the proposed Land Development Code amendments including the additional minor changes to the amendments as outlined in this memorandum.

1. If further amendments are needed from the public hearing, Staff recommends the Council provide direction to Staff on these amendments and Staff will bring these to the Council for consideration on June 28<sup>th</sup>. A second public hearing will need to be warned at this time for July 26<sup>th</sup>.

**Recommended Motions:**

Should the Council decide to move on the first recommendation, the Council may consider this recommended motion:

- "I move that the City Council approve the full package of Land Development Code amendments, including the additional minor changes described in this memo and as discussed."

## Essex Junction Planning Commission Reporting Form for Land Development Code Amendments

The following report was ~~made in response to additional changes to the LDC Amendments made by City Council on May 24, 2023. This report was~~ approved by the Planning Commission on ~~July June 8<sup>th</sup>, 2023~~<sup>2</sup>. ~~The Planning Commission held a public hearing on August 4, 2022. Following the public hearing the Planning Commission motioned to send these Land Development Code amendments to the City Council.~~

This report is in accordance with 24 V.S.A. §4441(c) which states:

*“When considering an amendment to a bylaw, the planning commission shall prepare and approve a written report on the proposal. A single report may be prepared so as to satisfy the requirements of this subsection concerning bylaw amendments and subsection 4384(c) of this title concerning plan amendments..... The report shall provide(:)*

*(A) brief explanation of the proposed bylaw, amendment, or repeal and ....include a statement of purpose as required for notice under §4444 of this title,*

### Overall purpose of the proposed Land Development Code (LDC) amendments:

1. Alignment with the latest Comprehensive Plan update and Five Corners Design Plan to improve infill development and the pedestrian experience in the Village and the trunk routes entering the Village. The design review and historic preservation standards that currently exist in the Village Center District have been expanded to the trunk routes Main Street, Lincoln Street, Pearl Street, Park Street and Maple Street. In addition, improved bike facility and amenity requirements have been added throughout the City. Amendments have also been made to the landscaping standards to improve the streetscape and pedestrian experience.
2. In response to the severe housing shortage, and elevated construction costs for housing, these amendments include several provisions to streamline the review process for housing and Accessory Dwelling Units, increase density in some districts, and reduce residential parking requirements.
3. Stormwater management application requirements and standards have been proposed to align with the City's MS4 permit, Phosphorus Control Plan and changes in state stormwater requirements. These amendments include greater emphasis on Green Stormwater Infrastructure and Low Impact Development techniques.
4. State Statute changes since the last LDC update have been incorporated, including the S.100 Omnibus Housing Bill.
5. General amendments throughout the entire Land Development Code have been made to align with the new City of Essex Junction charter including: all references to the Village of Essex Junction have been replaced with the City of Essex Junction; development review

authority has been changed from the Planning Commission and Zoning Board of Adjustment to the Development Review Board.

~~6. With cannabis retail beginning on October 1, 2022 the amendments include specific cannabis establishment definitions and zoning districts in which the establishments are permitted.~~

~~7-6.~~ Clarification amendments have also been proposed throughout to reduce redundancy between process and standard sections.

*(A)nd shall include findings regarding how the proposal:*

1. *Conforms with or furthers the goals and policies contained in the municipal plan, including the effect of the proposal on the availability of safe and affordable housing:*

The proposed amendments conform with the goals and policies of the Comprehensive Plan by incorporating reference to the Five Corners Design Plan and standards to fulfill its purpose. In addition, these amendments are intended to enable increased housing stock throughout the City as called for in the Comprehensive Plan.

2. *Is compatible with the proposed future land uses and densities of the municipal plan:*

The proposed amendments are compatible with the proposed future land uses and densities of the municipal plan. The amendments include duplexes and triplexes in the R1 and R2 zoning districts with requirements that these are done in a detached structure style, and limits the frontage of the parcel that can be used for parking to ensure conformance with the existing character of these zoning districts while enabling infill.

3. *Carries out, as applicable, any specific proposals for any planned community facilities.”*

The proposed amendments do not carry out any specific proposals for planned community facilities and it would not impact any plans for community facilities.

**Specific Proposed Amendments include:**

*General amendments throughout the entire Land Development Code have been made to align with the new City of Essex Junction charter including:* all references to the Village of Essex Junction have been replaced with the City of Essex Junction; development review authority has been changed from the Planning Commission and Zoning Board of Adjustment to the Development Review Board.

Chapter 1: Purpose, Application and Severability

*General amendments in this section include:* Village references and charter references have been updated to the City.

*Specific amendments in this chapter include:* Removal of the 8 year Land Development Code update schedule as this is not a statutory requirement. [Section 104]

## Chapter 2: Definitions

*General amendments in this section include:* Village references have been updated to the City; and development review authority definitions now include a reference statement just in case the old Planning Commission or Zoning Board of Adjustment terms are still in the Land Development Code.

*Specific amendments in this chapter include:*

- Cannabis uses have been added. These definitions mimic the state definitions. [Section 201.C 34 – 41] *NOTE: this amendment has also been separately forwarded to the City Council so they may act on it on its own if they so wish.*
- The number of children served in the day care home and day care facility and the number of adults served in the family care facility and family care home definitions have been aligned with state statute. [Section 201.C. 68 & 69, and 96 & 97]
- Triplex and fourplex definitions have been added. [Section 201.C. 87 & 88]
- Various definitions have been updated to align with stormwater management related LDC amendments. [Section 201.C, 109, 115, 127, 167, 179, 185, 203 and 204 and Section 201.H. 2, 5, 10, 23, 25 and 26]
- FEMA has been defined as the Federal Emergency Management Agency. [Section 201.E. 6]
- A high strength waste definition has been added to the Sewer Regulation definitions. [Section 201.F. 6]

## Chapter 3: Decision Making and Administrative Bodies

*General amendments in this section include:* Village references and charter references have been updated to the City; development review authority has been changed from the Planning Commission/Zoning Board of Adjustment model to the Development Review Board model; and the Water Quality Superintendent position has been added. [All sections in Chapter 3 have been amended]

## Chapter 4: Regulation of Land Use Activities

*General amendments in this section include:* Village references have been updated to the City.

## Chapter 5: Development Review Procedures

*General amendments in this section include:* removal of redundant standards as those exist in other chapters, changes to timeframes as required by state statute changes, switching review authority from the Planning Commission and Zoning Board of Adjustment to the Development Review Board and associated appeals processes, clarified digital submittal requirements for final plans. [These amendments have been made to many sections throughout Chapter 5]

*Specific amendments in this chapter include:*

- Who receives mailed notices associated with development proposals has been aligned with the state statute requirements [Section 501.D.3]
- Simplifying the Accessory Dwelling Unit approval process in line with state statute, and to improve the process for development of accessory dwelling units. [Section 502.I]
- Clarification of process involved when a development proposal includes proposed public infrastructure. [Section 502.F.4(f) and (p), Section 503.H.4(c) and (d), Section 503.H.7]

- Alignment with state statute:
  - Alignment with VTrans highway access permits [Section 502.F.3(a)(xvi), Section 502.F.4(v), Section 503.H.3(m), and Section 503.H.4(q)]
  - Existing small lots [Section 502.L]
  - Site plans and conditional use approvals last for two years [Section 502.C.7 and Section 502.F.9]
- Added the requirements for the submission of a Temporary Traffic Control Plan that considers the needs of all transportation modes whenever a proposed site plan involves significant construction impact to the public right-of-way. [Section 502.F.4]
- Clarified Planned Unit Development approvals: better defined the purpose/objective of this review type, defined process for minor applications (under 6 units requires two stages of review) and major applications (over 6 units requires three stages of review), clarified submittal requirement for waiver requests. [Section 502.M and Section 511]
- Clarified stormwater management application requirements to align with the City's MS4 permit. This includes additional submittal information on Green Stormwater Infrastructure and Low Impact Development techniques, and analyses as relevant for Total Maximum Daily Load standards. [Section 502.F.3(a)(ix), Section 502.F.4(u), Section 512 and Section 513]
- Clarified application requirements and expiration of approvals for activities involving public sewer. [Section 504.C and F]
- Alignment with state permits for projects involving wetlands. [Section 516.A]
- Added a "planting project" exemption as required by statute and specifically defined in 42 U.S.C. § 4121(a). [Section 516.I]

#### Chapter 6: Zoning Districts Regulations

*General amendments in this section include:* Village references have been updated to the City; development review authority has been changed from the Planning Commission/Zoning Board of Adjustment model to the Development Review Board model.

*Specific amendments in this chapter include:*

- Increased density in Multi-family Residential 1 (MF-1) and Multi-family Residential 2 (M-F2) and simplified how the density is calculated. Changed one single family home to one principal building is allowed per lot unless reviewed as a planned development; and principal building is defined as all uses on the use table. Planned Development review is no longer required for projects with 5 residential units or more; though an applicant can apply under Planned Development if they so choose. [Section 601 and 602]
- Requirements for Planned Development review have been eliminated in many of the districts as this review isn't necessary when land isn't being subdivided; though an applicant can apply under Planned Development if they so choose. [Section 603, 604, 605, 608 and 615]
- Design Five Corners concepts were incorporated into the Village Center zoning district design review standards to accommodate infill development while calming traffic and reclaiming more space for people; and to establish a pedestrian friendly atmosphere [Section 604.E and subpart 4(a)]. Eligibility for historic preservation review has been clarified in the Village Center district and reference has been made to the Historic Site map in the Comprehensive Plan (Map 2) [Section 604.E.2(b)]. Planned Unit Development section was simplified to remove reference to a



commercial PUD and to clarify that a mixed use building does not necessarily need to go through PUD approval unless requested [Section 604.G].

- Added duplexes, ~~and~~ triplexes, and fourplexes as permitted uses in the R-1 & R-2 residential zoning districts to allow flexibility and infill development to address the severe housing shortage and to comply with the requirements of the S.100 Omnibus Housing Bill. The building coverage is increased to help accommodate these uses. These uses do not require additional land area beyond that required for a single-family home. Special standards have been added to ensure compliance with the Comprehensive Plan. [Section 618, 619 & 622]
- A 40% density bonus, and an additional floor of allowable building height has been added for qualifying Affordable Housing Developments, as defined in 24 V.S.A. § 4303(2), to comply with the requirements of the S.100 Omnibus Housing Bill. [Sections 601, 602, 603, 604, 605, 606, 607, 608, 609, 613, and 615]
- A Design Review Overlay District has been added: The purpose of the Design Review Overlay District is to expand the design review standards used in the Village Center District into the trunk routes of Main Street, Lincoln Street, Pearl Street, Park Street and Maple Street as called for in the Comprehensive Plan. The purpose is to enable infill and redevelopment in line with the concepts of the Design Five Corners Plan and to establish a pedestrian friendly atmosphere. [Section 620]
- A Historic Preservation Overlay District has been added: The purpose of the Historic Preservation Overlay District is to expand the historic preservation standards used in the Village Center District into the trunk routes of Main Street, Lincoln Street, Pearl Street, Park Street and Maple Street as called for in the Comprehensive Plan; thereby recognizing the economic importance and unique historic qualities of the existing buildings and neighborhoods. [Section 621]
- ~~Eliminated conditional use review for day care facilities to streamline the review for these considering the significant community need for these services. These will still need site plan review. [Section 622, and Section 717]~~
- Eliminated bank with drive through as a permitted use in the Village Center Zoning District to improve pedestrian connectivity. [Section 604 and Section 622]
- ~~Added the cannabis uses as defined by the state to the Land Use Table (Section 622) to establish where each type of use will be permitted by zoning district. [Section 622] NOTE: this amendment has also been separately forwarded to the City Council so they may act on it on its own if they so wish. In this separate package the Land Use Table remains in Section 620.~~

#### Chapter 7: General Development Standards

*General amendments in this section include:* Village references have been updated to the City; development review authority has been changed from the Planning Commission/Zoning Board of Adjustment model to the Development Review Board model.

*Specific amendments in this chapter include:*

- Parking requirements for residential uses (single family, duplex, triplex and multi-family) have been reduced from a minimum of 2 required parking spaces per residential unit to a minimum of 1 required parking space per residential unit. Building parking for housing is costly and takes up valuable space for parking rather than residential units. Reducing the required amount of

minimum parking does not disallow a developer from building more parking if they feel they need to. [This change is also required by the S.100 Omnibus Housing Bill.](#) [Section 703.C]

- The option to reduce required parking based on shared parking arrangements has been added with a shared parking manual for reference. [Section 703.K.14]
- [Bicycle parking and amenity requirements have been added to recognize and promote cycling as a viable means of transportation and recreation for residents, consumers, visitors, and employees; and to ensure compliance with the Comprehensive Plan which calls for improved access to and safety of bicycle and pedestrian facilities. Illustrations of permitted and non-permitted rack types and placement have been added.](#) [Section 703.L]
- [Expanded Parking Lot Illumination requirements to be applicable to pedestrian paths.](#) [Section 704.D]
- Reduced the setback requirement for small sheds in residential districts. [Section 706.F]
- Clarified that fences with public rights-of-way or easements are not allowed, but if unavoidable the fence shall be constructed with a removable panel for access to the infrastructure within the easement. [Section 707.B.3]
- A 15 foot buffer will not be required in accordance with Section 708.B.3 for multi-family developments next to single family uses within the Village Center District. [Section 708.B.3]
- Green Stormwater Infrastructure and Low Impact Development stormwater management strategies have been added to help the City meet the Phosphorus Control Plan; and other amendments necessary to meet the City's MS4 permit and state stormwater requirements. [Section 710.D.6 and Section 713]
- Clarified that home occupations can take place in a garage; and edited the sign requirements for home occupations for content neutrality. [Section 711]
- Landscaping requirement amendments have been included as recommended by the Tree Advisory Council. [Section 719]
- Accessory Apartments have been amended to make these easier to build and to align with state statute requirements. [Section 721]
- Planned Unit Developments have been amended to align with state statute, clarify intent and waiver process and improved design considerations. [Section 723]

#### Chapter 8: Nonconformities

*The specific amendment in this section includes:* a statutory change to the existing small lot definition; this clarifies that legally subdivided small lots in nonaffiliated ownership from surrounding properties may be developed even if smaller than dimensional requirements of the zoning district. [Section 803]

#### Chapter 9: Subdivision

*Specific amendments in this chapter include:*

- A curb cut waiver for Green Stormwater Infrastructure discharge points. [Section 906.C.4]
- Clarified requirements and process for public infrastructure and private infrastructure proposals. Created new sections to make these provisions relevant to all infrastructure, not only streets. [Sections 906.E, 914 & 915]

- Clarified that drainage and utility easements should be in the location and proper width needed for the associated utility, not a standard 8' on the sides and rear of lots in a subdivision. [Section 907]
- Added a requirement to replace any disturbed lot corner monuments and markers. [Section 911]
- Clarified digital submittal requirements for final plans. [Section 915]

#### Chapter 10: Enforcement

*The specific amendment in this section includes:* all references to the Village of Essex Junction have been replaced with the City of Essex Junction; development review authority has been changed from the Planning Commission and Zoning Board of Adjustment to the Development Review Board. [Section 1001 & 1002]

#### Chapter 11: Sewer Regulations

*Specific amendments in this chapter include:*

- Producers of high strength waste need to contact the Water Quality Superintendent prior to proceeding. [Section 1101.A]
- Combined sewer systems are now specifically prohibited. [Section 1101.B]
- Grease and fats are added to the list of prohibited substances discharged to the sewer system. [Section 1101.B]
- Sewer Allocation-submitted by applicant at the time of a zoning application, site plan application, sketch plan indicating the gallons/day being requested by referencing the State of Vermont Wastewater System & Portable Water Supply Rules Subchapter 8 if it is more than a single-family dwelling. Allocations are expired 3 years from issuance if no substantial progress is made (CO ready) unless extension is granted. Reallocations shall be submitted if the change of use occurs than what was approved. [Section 1102]

#### Chapter 14: Water System Management and Use

*Specific amendments in this chapter include:* Clarified that the City does not need to be a co-applicant on privately funded water line extensions when not in the best interest of the City. [Section 1415.E]

#### Chapter 16: Fees and Charges

*The specific amendment in this section includes:* all references to the Village of Essex Junction have been replaced with the City of Essex Junction.

#### Chapter 17: Appeals

*Specific amendments in this chapter include:* appeals of decisions of the staff and administrative officer go to the Development Review Board rather than the Zoning Board of Adjustment or Planning Commission. All references to the Village of Essex Junction have been replaced with the City of Essex Junction.

#### Appendix A: Public Works Specifications

*Specific amendments in this chapter include:* a standard for drainage outlets has been added [Section 117.C.5].

Appendix B: Fee Schedule

*General amendments in this chapter include:* increased fees to align with costs of review, costs of services and state statute changes.

*Specific amendments in this chapter include:*

- A new sewer system capacity allocation fee of \$12.80 per gallon/day

Note Chapters 12, 13 & 15 are reserved, so they don't have any content.

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**To:** Essex Junction City Council

**From:** Brad Luck, Recreation Director

**Meeting Date:** June 14, 2023

**Agenda Item:** Public Parks Ordinances Update

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**Issue**

The current public parks ordinances are outdated and need to be updated.

**Discussion**

The proposed updated public parks ordinances have been shared with the Town, Essex Police, and are being reviewed with legal counsel. These proposed ordinances more accurately represent current and future anticipated uses of the parks.

*Ordinance Change Process:* Once the Council feels like the drafted ordinances are satisfactory, a public hearing is warned and held. After the hearing, the Council may adopt the proposed ordinances as is, or amend them and hold another public hearing. Fourteen days after the public hearing at which the ordinances were adopted by the Council, a notice of the amendments to the ordinance will be placed in the Seven Days newspaper and posted in five places. The ordinance changes shall become effective on passage unless 5 percent of the qualified voters of the City of Essex Junction, by a written petition filed with the City Clerk no later than 44 days after the public hearing, request that the voters of the City disapprove the amendment at a duly warned annual meeting or special meeting.

**Cost**

None.

**Recommendation**

It is recommended that the Council review the draft public parks ordinances and identify areas of question, concern, and/or discussion, and then either:

1. Direct staff to seek further information or make edits to the draft ordinances and revisit them on June 28; or
2. Warn a public hearing for June 28, for the public parks ordinances if the Council is comfortable with the documents as drafted/with edits from tonight's meeting

**Recommended Motion**

Should the Council decide to move forward with the public hearing, here is a recommended motion:

"I move that the City Council warn a public hearing on June 28, 2023 at 6:30pm to receive comment on the following changes to the Essex Junction Municipal Ordinances: to update Chapter 3: Regulation of Public Parks in its entirety with the proposed Chapter 3: Regulation of Public Parks."

**Attachments**

- Current Public Parks Ordinances
- Proposed Draft of Updated Public Parks Ordinances

**VILLAGE OF ESSEX JUNCTION  
MUNICIPAL CODE**

**CHAPTER 3.  
GENERAL REGULATION OF PUBLIC PARKS**

**SECTION 301:**

All Village parks will be operated, maintained, and administered under the direct control and supervision of the Essex Junction Prudential Committee.

**SECTION 302. PERMITS:**

(a) Permits shall be acquired by any organized group or teams who desire to use the various areas of the Village parks. These requests must be received in advance through the Recreation and Parks Director and reasonable fees may be charged in accordance with the rules and regulations as established by the School Department.

(b) Application for permits must be signed by a responsible representative of the group, who will be accountable for any damage or loss of property arising from such use.

(c) Groups or teams may also be required to post a deposit in advance if the director of Recreation and Parks deems it advisable.

(d) Permits may be canceled by the Director of Recreation and Parks and/or the Superintendent of Schools if the permit's intent is violated or if the permit holders violate any of the rules and regulations of the School Department.

**SECTION 303. CONDUCT:**

(a) No alcoholic beverages or other controlled substances shall be permitted within the park boundaries.

(b) No glass bottles shall be permitted within the park boundaries.

(c) No unruly or uncooperative person will be permitted to remain within the parks and no person shall disturb the peace, endanger the public safety, use obscene or profane language, or prevent the use of the park by others.

(d) No group or team may impose charges on persons or parties using the park or recreation facilities.

(e) No products of any kind may be sold within the park boundaries without a special permit secured in advance.

(f) Alterations or changes of any kind to park land or properties must first be approved by the Village Trustees and the Prudential Committee.

(g) No area of the park may be roped off without prior approval from the Recreation and Parks Director.

**SECTION 304. SIGNS:**

- (a) Sponsorship signs, that have received the approval of the Essex Junction Recreation and Parks Director, will be the only private advertising signs permitted.
- (b) Approval to erect a sponsorship sign shall not exceed six months.
- (c) The maximum size of a sign shall be 4' x 8'.
- (d) A sign shall not advertise or promote any illegal activity or product, alcohol or tobacco related products.
- (e) A sign shall not use profanity in its message.

*New section 304 adopted by Trustees March 13, 2001.*

**SECTION 305. MISCELLANEOUS PROVISIONS:**

- (a) All parks shall be open from 7 AM to 9 PM., except for events in the administrative complex at the Maple Street Park and for camping as provided in (g). All parks shall be closed between the hours of 9 PM and 7 AM. Trespassing signs shall be posted at each park in accordance with state statutes. (Amended July 14, 1998 and January 8, 2002).
- (b) Motorized vehicles of any type are allowed only within the areas provided for public parking between 7:00 AM and 9:00 PM. No vehicle shall be parked in any public park between 9:00 PM and 7:00 AM and may be towed away at the owner's expense. (Amended July 28, 1998)
- (c) Horses and other domestic animals shall not be allowed within the park boundaries. (Amended July 14, 1998 and July 28, 1998).
- (d) No hunting shall be allowed within the park boundaries.
- (e) Fires shall be built only in a properly cared for cooking unit or in grills provided in the picnic areas. Fires shall be permitted in conjunction with camping, as stipulated in Section 305, with the approval of the Essex Junction Fire Chief. No fire shall be left unattended.
- (f) Groups may use the parks for recreational purposes, including parking lots for recreational purposes, at times other than the posted hours if issued a permit by the Recreation and Parks Director and/or the Superintendent of Schools. (Amended July 28, 1998).
- (g) Camping shall not be allowed in public parks, except at the Maple Street Park, under the following conditions:
  1. The event must be approved by the Essex Junction Recreation and Parks Director.
  2. The event must be sponsored by a local non-profit organization.
  3. No more than fifty (50) individual campers shall be allowed at a time.
  4. No more than three nights of overnight camping shall be allowed in a calendar year.



## Chapter 03 PUBLIC PARKS

### Sections:

- 301 Parks defined.**
- 302 Administration and operation.**
- 303 Permit—Required when—Application and fees.**
- 304 Groups may not impose use charges.**
- 305 Permit a binding contract—Liability limitations.**
- 306 Permit—Cancellation conditions.**
- 307 Park Hours**
- 308 Speed**
- 309 Motor Vehicles**
- 310 Animals**
- 311 Disorderly Conduct**
- 312 Bathing**
- 313 Public Nudity**
- 314 Smoking prohibited**
- 315 Alcoholic Beverages / Controlled Substances**
- 316 Fire**
- 317 Fireworks**
- 318 Firearms / Hunting**
- 319 Injuring birds, nests, eggs or animals**
- 320 Rubbish and recycling**
- 321 Vending and soliciting prohibited**
- 322 Drones**
- 323 Metal Detectors**
- 324 Cutting, pruning or removing –trees, shrubs, plants**
- 325 Planting of trees**
- 326 Damage to Parks**
- 327 Enforcement**
- 328 Violations - Penalties**
- 329 Severability**

### **301 Parks defined.**

- A) The following shall constitute the parks of the City of Essex Junction and be used as such by the public under the rules and regulations as set by Essex Junction Recreation & Parks (EJRP). It includes all facilities, amenities, parking lots, and grounds within park boundaries.
- a. Cascade Park
  - b. Maple Street Park
  - c. Meadow Terrace Community Garden
  - d. Stevens Park
  - e. Tree Farm Recreational Facility
  - f. West Street Community Gardens
  - g. West Street Dog Park
  - h. Trails & Open Spaces: multi-use paths, connections and greenways.

### **302 Administration and operation.**

- A. All City parks will be operated, maintained and administered under the direct control and supervision of the Recreation & Parks Director (hereinafter “director”).

**303 Permit—required when— application and fees.**

- A. Permits shall be acquired by any group totaling 6 or more persons, including organizations and teams, who desire to use the various areas of the City parks. These areas must be reserved in advance through the director, and reasonable fees may be charged in accordance with the rules and regulations as established by the director.
- B. Application for permits must be signed by an authorized representative of the group, who will be accountable for any damage or loss of property arising from such use.
- C. Groups or teams may also be required to post a deposit in advance if the director deems it advisable.

**304 Groups may not impose use charges.**

- A. No group or team may impose charges on persons or parties using the park or recreation facilities.

**305 Permit a binding contract— liability limitations.**

- A. No person to whom a permit is issued shall be released from any personal liability because of the issuing of a permit, and shall hold and save the City of Essex Junction and its employees free and harmless thereby.
- B. Any permit issued shall be a binding agreement or contract between the persons to whom it was issued and the parks and recreation department.
- C. Whenever such permit is revoked for cause, no part of the fee paid therefore shall be returned.

**306 Permit—Cancellation conditions.**

- A. Permits may be canceled by the director or City Manager if the intent of the permit is violated or if the permit holders/users violate any of the park rules and regulations.

**307 Park Hours**

- A. All parks and recreation areas shall be closed between 9 p.m. and 7 a.m. unless there is a recreation department sponsored activity taking place or a permit for other hours is obtained in advance from the director. Trespassing signs shall be posted at each park in accordance with state statutes.
- B. Camping is allowed at Maple Street Park with a permit from the director.

**308 Speed**

- A. The maximum vehicle speed within the park boundaries, including parking lots, shall be 5 miles per hour.

**309 Motor Vehicles**

- A. All state statutes regulating motor vehicle operation or other motorized vehicles shall be applicable within the confines of any park.
- B. The director may allow vehicles in prohibited areas for special events occurring in such areas.
- C. Parking is allowed only in designated areas or as directed by the director. Violators may be towed at the owner's expense.

**310 Animals**

- A. No domestic animals, except dogs, shall be permitted in any park.
- B. Dogs shall be under control of the owners or handlers and be held on leash.

- C. All dogs must wear a collar or harness with current license attached. Any dogs visiting from another town, city or state must wear a collar or harness with current license of said jurisdiction.
- D. Service animals shall adhere to the American with Disabilities Act regulations.
- E. If a dog defecates on park property, the owner, agent, or guardian of the dog shall be required to pick up any fecal matter and properly dispose of it in a trash receptacle or take it off park property and dispose of it. This is true for unleashed exemptions as well.
- F. The director may designate areas within parks where dogs are prohibited. These dog restricted areas shall be properly marked with signage.
- G. Dogs may be unrestrained by leash, cord, or chain in the following places:
  - a. Within the confines of the fenced-in dog park located at 111 West Street, according to the regulations for use of the park.

### **311 Disorderly Conduct**

- A. No person shall behave in a rude or disorderly manner or use indecent, profane, or insulting language that disturbs the peace, or show signs of intoxication, or endanger the public safety, or prevent the use of the park by others.
  
- B. No person shall make graffiti, indecent figures, letters, words or write indecent or obscene words on park property.

### **312 Bathing**

- A. Removing bathing apparel or swimwear in public view is prohibited. "Bathing apparel or clothing" includes bathing suits, or clothing worn for bathing purposes including, but not limited to shorts, cutoffs, or swim trunks.

### **313 Public Nudity**

- A. No person shall knowingly or intentionally in a public place:
  - a. Engage in sexual intercourse;
  - b. Appear in a state of nudity;
  - c. Fondle his/her genitals;
  - d. Fondle the genitals of another person;
  - e. Fondle his/her breasts;
  - f. Fondle the breasts of another person.

### **314 Smoking prohibited**

- A. It shall be unlawful to smoke in the parks. Smoking is defined as the act of inhaling a burning product of any type, including but not limited to the use of flammable products, vape, electric devices, or water devices, which by use create a smoke or vapor which may be inhaled. This includes, but is not limited to, the smoking of tobacco, tobacco substitutes, nicotine products, and marijuana.

### **315 Alcoholic Beverages / Controlled Substances**

- A. No malt, vinous or spirituous liquors or other regulated substances shall be permitted within park boundaries.
- B. Exceptions
  - a. Groups may obtain a permit from the director to host a private event with beer and/or wine. All Vermont State laws must be adhered to.
  - b. The parks and recreation department may host an event with beer and/or wine by obtaining permission from the City Council. All Vermont State laws must be adhered to.
- C. No glass containers shall be permitted within park boundaries.

### **316 Fire**

- A. Fires shall be built only in fire pits, fireplaces or charcoal grills at picnic and camping areas except as otherwise provided in these rules and regulations or unless a permit for other areas is obtained in advance from the director.
- B. All fires must be attended and under control at all times and extinguished completely when unattended.

### **317 Fireworks**

- A. No fire crackers or other explosive devices shall be displayed or discharged in the park without a permit from the City Council.

### **318 Firearms / Hunting**

- A. No person shall carry or have any firearms in any parks, except any law enforcement officer or animal control warden in the course of duty.
- B. All parks fall within the area where discharge of firearms is prohibited.
- C. A person who intends to set a trap for any animal on any park property shall, prior to setting the trap, request permission from the director of the prospective location of the trap. The director may, at any time, refuse to grant permission to set a trap or revoke the permission if previously granted.

### **319 Injuring birds, nests, eggs or animals**

- A. No unauthorized person shall disturb, destroy or injure any bird, bird's nest, or eggs, or any squirrel or other animal.

### **320 Rubbish and recycling**

- A. The parks are to be kept in a neat, clean and sanitary condition at all times.
- B. No glass containers shall be permitted within the park boundaries.
- C. All refuse and recycling shall be placed in receptacles provided for that purpose. If receptacles are not available, all refuse and recyclables shall be carried out of the park by the user/consumer.

### **321 Vending and soliciting prohibited.**

- A. There shall be no soliciting, vending, sale or rental of goods, products, performances, wares or services without a special permit secured in advance from the director.

### **322 Drones**

- A. Anyone wishing to fly a drone over park property must first obtain a permit from the director. The director may establish regulations related to the use of drones. All state and federal regulations must be adhered to.

### **323 Metal Detectors**

- A. Metal detecting activity is permitted in parks with advanced permission from the director.
- B. Metal detecting activity cannot interfere with park use or activities.
- C. Only "probes" such as a screwdriver no larger than 3/8" diameter are allowed. Shovels, trowels, plug cutters and knives are not permitted. Metal must be removed with minimal sod disturbance. Sod may not be lifted in any manner. There should be no noticeable impact to park property resulting from metal detecting activity.
- D. Trash and scrap metals must be removed and disposed of in an appropriate manner.

### **324 Cutting, pruning or removing trees, shrubs, plants**

- A. No plant, tree or shrub may be uprooted or cut without a written permit from the director.

- B. No person shall take or carry away a plant, flower, vine, vase, pot or other vessel used for flowers or plants.
- C. Wild berries, fruits, seeds, nuts or mushrooms may be collected only for personal use at the risk of the collector, and must be consumed on park property. Commercial harvesting of such items for profit is allowed only with a special permit from the director

**325 Planting of trees**

- A. No tree shall be planted in any public park without the approval of the director.

**326 Damage to Parks**

- A. No person shall pick any flowers, fruit or foliage, or cut, break, dig up, or in any way mutilate or injure any tree, shrub, plant, grass, turf, railing, seat, bleachers, fence, structure, or anything in the parks, or cut, carve, paint, mark or paste on any trees, stone, fence, wall, building, monument or other object therein.
- B. No person shall cut, peel, deface, write upon, destroy or damage any natural or manmade structure or object in the park.
- C. No person shall post anywhere in the parks or on vehicles at the parks any bills, advertisements, banners or inscription whatsoever without permission of the director.
- D. Approved bills, advertisements, banners or inscriptions shall not be posted longer than approved by the director.
- E. Bills, advertisements, banners or inscriptions that do not adhere to the approval guidelines will be promptly removed.

**327 Enforcement:**

- A. This is a civil ordinance and shall be enforced by Enforcement Official in the Vermont Judicial Bureau in accordance with 24 V.S.A. § 1974a et seq.

**328 Violations – Penalties:**

- A. Any person in violation of any provisions of this Chapter may be fined pursuant to Chapter 9. Enforcement. If any violation continues, each day shall constitute a new violation.

- a. Waiver Fees

- i. An issuing municipal official is authorized to recover a waiver fee, in lieu of a civil penalty, for any person who declines to contest a municipal complaint and pays the following waiver amount for each violation:

First Offense	\$50.00
Second Offense	\$100.00
Third and subsequent Offense	\$200.00

Offenses shall be counted on a calendar year basis.

- b. Civil Penalties

- i. An issuing municipal official is authorized to recover civil penalties in the following amounts for each violation:

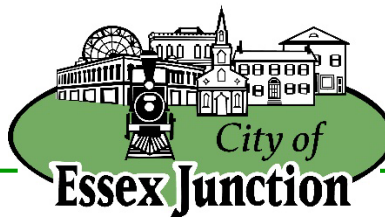
First Offense	\$100.00
Second Offense	\$200.00
Third and subsequent Offense	\$400.00

Offenses shall be counted on a calendar year basis.

- B. In addition to the enforcement procedures available before the Judicial Bureau, the municipal manager or designee is authorized to commence a civil action to obtain injunctive and other appropriate relief, or to pursue any other remedy authorized by law.
- C. Essex Police, at their own discretion or at the request of the director, may issue a notice of trespass from park property for up to one year to individuals violating parks ordinances.

**329 Severability**

- A. If any portion of this ordinance and any amendments made hereto are held unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance and amendments made hereto shall not be affected and shall remain in full force and effect. If any statute referred to in this ordinance shall be amended, this ordinance shall be deemed to refer to such statute as amended.



**MEMORANDUM**

**To:** Essex Junction City Council  
**From:** Regina Mahony, City Manager  
**Meeting Date:** June 14, 2023  
**Subject:** Local Option Tax Policy

**Issue:** The issue is whether the City Council would like the Capital Review Committee to work on developing a Local Option Tax policy to guide how these funds are used.

**Discussion:** On April 12, 2022 voters approved a Local Option Tax. The 2022 newsletter indicated that “likely uses [of the revenue source] include capital expenses: infrastructure replacement, road repaving, sidewalk repair, facility upgrades.” It may be helpful to have a more definitive policy that guides the use of these funds.

After a long hiatus, Finance Director Jess Morris and Councilor Amber Thibeault got the Capital Program Review Committee together on June 6, 2023. They were brought up to speed on the projected revenue of the LOT and the expenses tagged to it for the FY24 budget (included here for reference).

Local Option Tax Fund			
	FY23	FY24	
	Projection	Projection	Notes
<b>Beginning Balance</b>	-	<b>473,642</b>	
Add	573,642	745,000	use first quarter data and factor 30% reduction for other 3 quarters due to holidays
			Rebranding \$40,000; Strategic Planning \$30,000; Banners/Signs \$14,375 (50 banners for streetlights \$110/ea, 5 entrance signs \$1,775/ea); planned increase to capital transfer from general fund \$79,739; paving increase of \$20,000 (projected for pricing increases); stormwater grant matching funds \$28,000; 50% of Code Enforcement Officer salary/benefits
Spend	100,000	252,272	
<b>Ending Balance</b>	<b>473,642</b>	<b>966,370</b>	

**FY23 Actual LOT Revenue to Date:**

Returns Filed Aug-Nov 2022	1,178.64
Returns Filed Nov 2022-Feb 2023	239,621.26
<b>FY23 YTD Total</b>	<b><u>240,799.90</u></b>

*To calculate LOT revenue: 1% of total receipts as reported to State, 30% of that is retained by State for PILOT fund-70% comes to City, \$5.96/return fee assessed as well*

As time allows, the Capital Program Review Committee could help make a recommendation on a LOT policy for the Council's consideration.

There are a couple of other moving pieces that will likely influence this policy: the strategic planning effort and what infrastructure and processes we focus on as a result of it; and capital asset inventories. Ideally this would all line up to influence the preparation of the FY25 budget, but that may not be realistic.

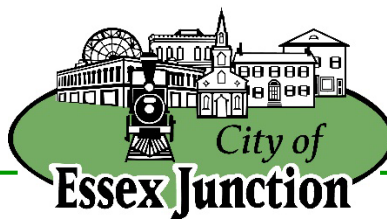
**Cost:** N/A at this time

**Recommendation:**

If the City Council wishes to ask the Capital Program Review Committee to recommend a LOT policy for Council consideration, the following motion is recommended:

"I move that the City Council ask the Capital Program Review Committee to recommend a LOT policy for Council consideration as time allows."





## MEMORANDUM

**To:** Essex Junction City Council  
**From:** Regina Mahony, City Manager  
**Meeting Date:** June 14, 2023  
**Subject:** Executive session for Litigation

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

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

**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 general public knowledge of pending or probable civil litigation or a prosecution, to which the public body is or may be a party would place the City at a substantial disadvantage."

#### Motion #2

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

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	04/29/23	CORE BATTERY-LAWN/ GAR Cr 552311998270	210-5-40-12-610.000 General Supplies	-10.00	46111	05/19/23
05290	ADVANCE AUTO PARTS	05/01/23	RUST-GLOSS BLACK 12 1 E/ 552312159047	210-5-40-12-610.000 General Supplies	23.90	46111	05/19/23
25055	AQUARIUS LANDSCAPE SPRINK	05/05/23	Spring Opening Memorial P 5577814	210-5-40-12-571.000 Streetscape Maintenance	106.00	46120	05/19/23
25055	AQUARIUS LANDSCAPE SPRINK	05/05/23	Spring Opening LH 2023 5577815	210-5-41-20-431.000 R&M Buildings & Grounds	166.00	46120	05/19/23
25055	AQUARIUS LANDSCAPE SPRINK	05/05/23	Sprinkler Service LH 2023 5577816	210-5-41-20-431.000 R&M Buildings & Grounds	160.14	46120	05/19/23
23190	BAILEY SPRING & CHASSIS	05/09/23	Repair parts for Equipmen S 32907	210-5-40-12-430.000 R&M Vehicles & Equipment	66.12	46121	05/19/23
07465	BIBENS ACE HARDWARE INC	05/09/23	shop supplies 47759	210-5-40-12-610.000 General Supplies	63.14	46125	05/19/23
22670	CAPITAL ONE CREDIT CARD -	05/16/23	EJRP Credit Card April/Ma 6508 0523	210-5-30-10-610.000 General Supplies	319.22	46132	05/19/23
22670	CAPITAL ONE CREDIT CARD -	05/16/23	EJRP Credit Card April/Ma 6508 0523	210-5-30-10-500.000 Training, Conf, Dues	720.00	46132	05/19/23
22670	CAPITAL ONE CREDIT CARD -	05/16/23	EJRP Credit Card April/Ma 6508 0523	210-5-17-10-850.000 Community Events and Cele	716.39	46132	05/19/23
22670	CAPITAL ONE CREDIT CARD -	05/16/23	EJRP Credit Card April/Ma 6508 0523	210-5-30-10-505.000 Tech. Subs, Licenses	558.84	46132	05/19/23
21210	CINTAS LOC # 68M 71 M	05/11/23	SHOP TWL-RED- SOAP 4155159037	210-5-40-12-610.000 General Supplies	103.92	46141	05/19/23
21210	CINTAS LOC # 68M 71 M	05/10/23	Medical supplies for DPW 5157831666	210-5-40-12-612.000 Uniforms	156.77	46141	05/19/23
21210	CINTAS LOC # 68M 71 M	05/01/23	water cooler lease 9221891932	210-5-40-12-610.000 General Supplies	50.00	46141	05/19/23
25120	CLICKTIME.COM	05/04/23	Clicktime Apr 401144	210-5-13-10-505.000 Tech. Subs, Licenses	126.00	46142	05/19/23
30100	COBRAHELP	05/15/23	CobraHelp 284936	210-5-10-10-210.000 Group Insurance	31.50	46143	05/19/23
17025	COONRADT AMY	05/09/23	PC minutes May 4 2023 #0133	210-5-10-10-530.000 Communications	110.85	46146	05/19/23
25715	DONALD L. HAMLIN CONSULT	04/25/23	Engineering Jackson Marc 22824 0423	210-1-00-00-130.002 Exchange - Billable	495.00	46152	05/19/23
V10576	ECOPIXEL LLC	04/01/23	Website Service April 202 3276	210-5-10-10-530.000 Communications	416.92	46156	05/19/23
21835	FIRST NATIONAL BANK OMAHA	05/13/23	Pizza 00122443	210-5-25-10-613.000 Program Supplies	53.52	46161	05/19/23
19005	FIRSTLIGHT FIBER	05/01/23	Internet/Phone April 2023 14146650	210-5-41-20-530.000 Communications	554.17	46162	05/19/23
19005	FIRSTLIGHT FIBER	05/01/23	Communications EJPW 14146706	210-5-40-12-530.000 Communications	163.50	46162	05/19/23
19005	FIRSTLIGHT FIBER	05/01/23	Telephone 14146708	210-5-41-20-530.000 Communications	257.75	46162	05/19/23
04035	GOT THAT RENTAL & SALES I	05/15/23	Safety- Vest 111405	210-5-40-12-612.000 Uniforms	41.27	46167	05/19/23
07010	GREEN MOUNTAIN POWER CORP	05/09/23	Solar Accts 04/07/23 - 05 0523 Solar	210-5-41-20-622.000 Electricity	106.80	46172	05/19/23

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
07010	GREEN MOUNTAIN POWER CORP	05/09/23	Solar Accts 04/07/23 - 05 0523 Solar	210-5-41-22-622.000 Electricity	106.80	46172	05/19/23
07010	GREEN MOUNTAIN POWER CORP	05/09/23	Solar Accts 04/07/23 - 05 0523 Solar	210-5-40-12-622.000 Electricity	35.09	46172	05/19/23
07010	GREEN MOUNTAIN POWER CORP	05/09/23	Solar Accts 04/07/23 - 05 0523 Solar	210-5-41-21-622.000 Electricity	380.06	46172	05/19/23
07010	GREEN MOUNTAIN POWER CORP	05/09/23	Solar Accts 04/07/23 - 05 0523 Solar	210-5-40-12-622.000 Electricity	230.67	46172	05/19/23
07010	GREEN MOUNTAIN POWER CORP	05/09/23	Solar Accts 04/07/23 - 05 0523 Solar	210-5-41-23-622.000 Electricity	43.76	46172	05/19/23
V9454	LENNY'S SHOE & APP	05/04/23	Uniform Jamie 3491461	210-5-40-12-612.000 Uniforms	249.98	46181	05/19/23
25625	LOWE'S - 1080	05/02/23	EJRP Lowes 4191080 0523	210-5-41-20-431.000 R&M Buildings & Grounds	218.50	46182	05/19/23
25625	LOWE'S - 1080	05/02/23	EJRP Lowes 4191080 0523	210-5-30-12-610.000 General Supplies	109.60	46182	05/19/23
25625	LOWE'S - 1080	05/02/23	EJRP Lowes 4191080 0523	210-5-30-12-431.000 R&M Buildings & Grounds	497.68	46182	05/19/23
V10130	LOWE'S BUSINESS ACCOUNT	04/06/23	221014 KB 3/8 AIR FILTER 01376	210-5-40-12-610.000 General Supplies	74.06	46183	05/19/23
40580	M&T BANK	05/03/23	Volunteer Recognition 001596	210-5-35-10-845.000 Employee/Volunteer Recogn	204.00	46184	05/19/23
40580	M&T BANK	04/03/23	General Supplies 04032023A5	210-5-10-10-610.000 General Supplies	126.16	46184	05/19/23
40580	M&T BANK	04/24/23	General Supplies 0808242	210-5-10-10-610.000 General Supplies	26.09	46184	05/19/23
40580	M&T BANK	04/24/23	General Supplies 0808242	210-5-16-10-610.000 General Supplies	12.85	46184	05/19/23
40580	M&T BANK	05/01/23	May GOCO 2023 105917	210-5-10-10-340.000 Technical Services	780.66	46184	05/19/23
40580	M&T BANK	04/12/23	ZOOM HR SUBSCRIPTION 197309724	210-5-10-10-500.000 Training, Conf, Dues	149.90	46184	05/19/23
40580	M&T BANK	04/07/23	AdobeYuen042023 2422495213	210-5-10-10-340.000 Technical Services	19.99	46184	05/19/23
40580	M&T BANK	04/12/23	SM Adobe 4/23 2426413923	210-5-13-10-505.000 Tech. Subs, Licenses	19.99	46184	05/19/23
40580	M&T BANK	04/25/23	HassAdobe042023 2436860740	210-5-10-10-505.000 Tech. Subs, Licenses	19.99	46184	05/19/23
40580	M&T BANK	04/29/23	ADOBEHR052023 2440552642	210-5-10-10-505.000 Tech. Subs, Licenses	19.99	46184	05/19/23
40580	M&T BANK	04/21/23	General Supplies 2833835	210-5-10-10-610.000 General Supplies	177.95	46184	05/19/23
40580	M&T BANK	04/21/23	General Supplies 2833835	210-5-16-10-610.000 General Supplies	87.64	46184	05/19/23
40580	M&T BANK	04/06/23	AICP One Path Registratio 3365126	210-5-16-10-500.000 Training, Conf, Dues	255.00	46184	05/19/23
40580	M&T BANK	05/03/23	AmazonAthleteFuel 5801003	210-5-25-10-613.000 Program Supplies	79.90	46184	05/19/23
40580	M&T BANK	04/10/23	ProtoBkCCfee 9939053	210-5-25-10-500.000 Training, Conf, Dues	117.47	46184	05/19/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
40580	M&T BANK	04/12/23 Labor Law poster renewal CS1807751	210-5-10-10-330.000 Professional Services	249.95	46184	05/19/23
40580	M&T BANK	04/20/23 HR SHRM MEMBERSHIP DUES CS1815140	210-5-10-10-500.000 Training, Conf, Dues	244.00	46184	05/19/23
40580	M&T BANK	04/11/23 Cut Off Saw Batteries H4501215995	210-5-25-10-750.000 Machinery & Equipment	2073.96	46184	05/19/23
27840	MADISON NATIONAL LIFE INS	05/15/23 Life Ins City Jun 23 1559705	210-5-10-10-210.000 Group Insurance	146.40	46186	05/19/23
27840	MADISON NATIONAL LIFE INS	05/15/23 Life Ins City Jun 23 1559705	210-5-13-10-210.000 Group Insurance	109.80	46186	05/19/23
27840	MADISON NATIONAL LIFE INS	05/15/23 Life Ins City Jun 23 1559705	210-5-40-12-210.000 Group Insurance	99.58	46186	05/19/23
27840	MADISON NATIONAL LIFE INS	05/15/23 Life Ins City Jun 23 1559705	210-5-40-13-210.000 Group Insurance	7.32	46186	05/19/23
27840	MADISON NATIONAL LIFE INS	05/15/23 Life Ins City Jun 23 1559705	210-5-35-10-210.000 Group Insurance	239.37	46186	05/19/23
27840	MADISON NATIONAL LIFE INS	05/15/23 Life Ins City Jun 23 1559705	210-5-16-10-210.000 Group Insurance	73.20	46186	05/19/23
27840	MADISON NATIONAL LIFE INS	05/15/23 Life Ins City Jun 23 1559705	210-5-30-10-210.000 Group Insurance	183.00	46186	05/19/23
27840	MADISON NATIONAL LIFE INS	05/15/23 Life Ins City Jun 23 1559705	210-5-30-12-210.000 Group Insurance	73.20	46186	05/19/23
13000	MARSHALL TIRE GROUP INC	05/16/23 Mount and Dismount Tires 70791	210-5-40-12-430.000 R&M Vehicles & Equipment	168.64	46188	05/19/23
05485	NATIONAL BUSINESS LEASING	05/10/23 Copier leases 5/15-6/14/2 79845697	210-5-35-10-442.000 Rental Vehicles/Equip	80.72	46194	05/19/23
05485	NATIONAL BUSINESS LEASING	05/10/23 Copier leases 5/15-6/14/2 79845697	210-5-35-10-442.000 Rental Vehicles/Equip	80.74	46194	05/19/23
05485	NATIONAL BUSINESS LEASING	05/10/23 Copier leases 5/15-6/14/2 79845697	210-5-40-12-442.000 Rental Vehicles/Equip	72.59	46194	05/19/23
05485	NATIONAL BUSINESS LEASING	05/10/23 Copier leases 5/15-6/14/2 79845697	210-5-10-10-442.000 Rental Vehicles/Equip	138.97	46194	05/19/23
32365	NORTH COUNTRY FIRE SCHOOL	05/15/23 Fire School 05152023D	210-5-25-10-500.000 Training, Conf, Dues	280.00	46196	05/19/23
24960	NORTHEAST DELTA DENTAL	05/15/23 Jun Dental City 2023 051523925619	210-5-10-10-210.000 Group Insurance	302.52	46197	05/19/23
24960	NORTHEAST DELTA DENTAL	05/15/23 Jun Dental City 2023 051523925619	210-5-13-10-210.000 Group Insurance	233.97	46197	05/19/23
24960	NORTHEAST DELTA DENTAL	05/15/23 Jun Dental City 2023 051523925619	210-5-40-12-210.000 Group Insurance	310.66	46197	05/19/23
24960	NORTHEAST DELTA DENTAL	05/15/23 Jun Dental City 2023 051523925619	210-5-40-13-210.000 Group Insurance	13.71	46197	05/19/23
24960	NORTHEAST DELTA DENTAL	05/15/23 Jun Dental City 2023 051523925619	210-5-35-10-210.000 Group Insurance	410.46	46197	05/19/23
24960	NORTHEAST DELTA DENTAL	05/15/23 Jun Dental City 2023 051523925619	210-5-16-10-210.000 Group Insurance	104.53	46197	05/19/23
24960	NORTHEAST DELTA DENTAL	05/15/23 Jun Dental City 2023 051523925619	210-5-30-10-210.000 Group Insurance	647.20	46197	05/19/23
24960	NORTHEAST DELTA DENTAL	05/15/23 Jun Dental City 2023 051523925619	210-5-30-12-210.000 Group Insurance	104.53	46197	05/19/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19320	02/24/23	PAUL FRANK & COLLINS PC All Staff Training DEI51022	210-5-10-10-895.000 State and Other Grant Exp	2750.00	46202	05/19/23
29425	05/17/23	PERFORMANCE FOOD SERVICE 30/84CNT FSTMRK DT284 TOW 858156	210-5-40-12-610.000 General Supplies	631.95	46203	05/19/23
25140	05/05/23	PIKE INDUSTRIES INC 04800 Asphalt 1226263	210-5-40-12-451.000 Summer Construction Servi	533.28	46204	05/19/23
05380	05/05/23	PURCHASE POWER Postage 406105052023	210-5-10-10-560.000 Postage	402.50	46208	05/19/23
17505	05/11/23	SAND HILL SOLAR LLC City solar 04/07/23 - 05/ 253 SH	210-5-41-26-622.000 Electricity	2736.22	46212	05/19/23
17505	05/11/23	SAND HILL SOLAR LLC City solar 04/07/23 - 05/ 253 SH	210-5-41-23-622.000 Electricity	395.88	46212	05/19/23
17505	05/11/23	SAND HILL SOLAR LLC City solar 04/07/23 - 05/ 253 SH	210-5-41-21-622.000 Electricity	980.24	46212	05/19/23
17505	05/11/23	SAND HILL SOLAR LLC City solar 04/07/23 - 05/ 253 SH	210-5-41-22-622.000 Electricity	506.72	46212	05/19/23
17505	05/11/23	SAND HILL SOLAR LLC City solar 04/07/23 - 05/ 253 SH	210-5-41-20-622.000 Electricity	506.71	46212	05/19/23
17505	05/11/23	SAND HILL SOLAR LLC City solar 04/07/23 - 05/ 253 SH	210-5-40-12-622.000 Electricity	793.41	46212	05/19/23
17505	05/11/23	SAND HILL SOLAR LLC City solar 04/07/23 - 05/ 253 SH	210-5-40-12-622.000 Electricity	205.85	46212	05/19/23
29835	05/09/23	SHERWIN-WILLIAMS 2 " TRIM BRUSH BARGAI 36508	210-5-40-12-610.000 General Supplies	12.77	46215	05/19/23
29835	05/16/23	SHERWIN-WILLIAMS ACETONE-5-SW, PAIL 39189	210-5-40-12-572.000 Traffic Control	144.26	46215	05/19/23
29090	04/24/23	SUNBELT RENTALS hard hat for Regina and s 138646649	210-5-40-12-612.000 Uniforms	52.47	46218	05/19/23
29090	05/10/23	SUNBELT RENTALS TREE COMMITTEE 139353543	210-5-40-12-810.112 Tree Advisory Committee	57.41	46218	05/19/23
11935	05/10/23	VIKING-CIVES USA Wing plow attachment brac 4525321	210-5-40-12-430.000 R&M Vehicles & Equipment	391.33	46221	05/19/23
23395	04/26/23	VILLAGE HARDWARE - WILLIS SEED-GREEN MOUNTAIN TURF 516527	210-5-40-12-451.000 Summer Construction Servi	327.65	46222	05/19/23
23395	04/27/23	VILLAGE HARDWARE - WILLIS SEED-GREEN MOUNTAIN TURF 516543	210-5-40-12-451.000 Summer Construction Servi	389.48	46222	05/19/23
23395	05/05/23	VILLAGE HARDWARE - WILLIS LB Ant Killer Granules 516600	210-5-40-12-610.000 General Supplies	13.28	46222	05/19/23
36240	05/08/23	DUBOIS & KING INC Crescent Connector STP 53 #99	230-5-16-10-890.824 Cres. Connector	9496.51	46153	05/19/23
27840	05/15/23	MADISON NATIONAL LIFE INS Life Ins City Jun 23 1559705	254-5-54-20-210.000 Group Insurance	97.72	46186	05/19/23
24960	05/15/23	NORTHEAST DELTA DENTAL Jun Dental City 2023 051523925619	254-5-54-20-210.000 Group Insurance	188.07	46197	05/19/23
V2227	05/11/23	TI-SALES, INC. 5/8 X 3/4 Neptune T-10 Me 0157333	254-5-54-70-750.001 Meter Replacement Program	1124.88	46219	05/19/23
05290	05/15/23	ADVANCE AUTO PARTS TAP DIE SET 39PC 3 39 552313559448	255-5-55-30-610.000 General Supplies	36.79	46111	05/19/23
07465	05/05/23	BIBENS ACE HARDWARE INC ANT CNTRL COMBAT 6PK 47735	255-5-55-30-610.000 General Supplies	5.99	46124	05/19/23

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
11375	CASELLA WASTE MANAGEMENT	05/01/23	Grit disposal for May 202 3429275	255-5-55-30-421.000 Grit Disposal	1189.45	46133	05/19/23
23455	CHITTENDEN SOLID WASTE DI	04/26/23	March-23 20233ESS	255-5-55-30-568.000 Biosolids Subcontractor	8060.62	46140	05/19/23
21210	CINTAS LOC # 68M 71 M	05/04/23	Medical Supplies for WWTF 5156809779	255-5-55-30-610.000 General Supplies	272.61	46141	05/19/23
00600	DION SECURITY	05/12/23	Lab door lock 82164	255-5-55-30-570.000 Other Purchased Services	100.00	46150	05/19/23
V10734	ENCORE ESSEX JUNCTION SOL	04/18/23	Monthly Payment (3/17/23- 2304WWTP	255-5-55-30-622.000 Electricity	2969.11	46157	05/19/23
06870	ENDYNE INC	05/11/23	Groundwater Monitoring B 446254	255-5-55-30-568.000 Biosolids Subcontractor	3120.00	46158	05/19/23
06870	ENDYNE INC	05/16/23	Sludge Holding Tank Grab 446731	255-5-55-30-568.000 Biosolids Subcontractor	1965.00	46158	05/19/23
06870	ENDYNE INC	05/16/23	BOD-5day Essex jct Wastew 446740	255-5-55-30-340.000 Technical Services	105.00	46158	05/19/23
04640	FASTENAL INDUSTRIAL & CON	01/24/23	credit for 2000lb capacit VTBUR316903	255-5-55-30-570.000 Other Purchased Services	-163.28	46160	05/19/23
04640	FASTENAL INDUSTRIAL & CON	04/04/23	10ozMotorAssyGrease VTBUR318756	255-5-55-30-430.000 R&M Vehicles & Equipment	7.10	46160	05/19/23
04640	FASTENAL INDUSTRIAL & CON	05/02/23	MISC PARTS VTBUR319525	255-5-55-30-570.000 Other Purchased Services	14.37	46160	05/19/23
04640	FASTENAL INDUSTRIAL & CON	05/03/23	CyberPower CP1000AVR VTBUR319554	255-5-55-30-570.000 Other Purchased Services	228.59	46160	05/19/23
19005	FIRSTLIGHT FIBER	05/01/23	comm / Tele WWTP 14146649	255-5-55-30-530.000 Communications	542.70	46162	05/19/23
V1093	HOLLAND CO., INC.	05/09/23	Sodium Aluminate 5_8_23 21072	255-5-55-30-619.000 Chemicals	21226.24	46174	05/19/23
V10347	J C EHRlich	05/03/23	Pest Control WWTP 45029919	255-5-55-30-330.000 Professional Services	87.11	46177	05/19/23
27840	MADISON NATIONAL LIFE INS	05/15/23	Life Ins City Jun 23 1559705	255-5-55-30-210.000 Group Insurance	249.98	46186	05/19/23
V1423	MAHER CORPORATION	01/03/23	Watson Marlow Bredel 10 t 28566	255-5-55-30-570.000 Other Purchased Services	7581.00	46187	05/19/23
05485	NATIONAL BUSINESS LEASING	05/10/23	Copier leases 5/15-6/14/2 79845697	255-5-55-30-442.000 Rental Vehicles/Equip	80.74	46194	05/19/23
V1661	NORTH CENTRAL LABORATORIE	05/04/23	Lab Supplies 486836	255-5-55-30-618.000 Laboratory Supplies	2262.66	46195	05/19/23
24960	NORTHEAST DELTA DENTAL	05/15/23	Jun Dental City 2023 051523925619	255-5-55-30-210.000 Group Insurance	340.21	46197	05/19/23
42625	ALDRICH & ELLIOTT PC	05/01/23	90% study final meeting 81305	256-5-56-70-722.005 Maple/River/West St PS	318.00	46112	05/19/23
19630	BP WASTEWATER SERVICES OF	05/09/23	39 Lincoln Street sewer 18495	256-5-56-40-433.000 R&M Infrastructure	1800.00	46129	05/19/23
07010	GREEN MOUNTAIN POWER CORP	05/09/23	Solar Accts 04/07/23 - 05 0523 Solar	256-5-56-40-622.000 Electricity	117.75	46172	05/19/23
07010	GREEN MOUNTAIN POWER CORP	05/09/23	Solar Accts 04/07/23 - 05 0523 Solar	256-5-56-40-434.001 Susie Wilson PS Costs	58.44	46172	05/19/23
07010	GREEN MOUNTAIN POWER CORP	05/09/23	Solar Accts 04/07/23 - 05 0523 Solar	256-5-56-40-434.002 West Street PS Costs	71.82	46172	05/19/23

03:56 pm

Check Warrant Report # 17355 Current Prior Next FY Invoices For Fund (GENERAL FUND)

CDeLibac

For Check Acct 01 (GENERAL FUND) All check #s 05/19/23 To 05/19/23 &amp; Fund 2

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
04115	03/07/23	ESSEX PUMP #1012 UNIT DID	256-5-56-40-431.000	3191.85	46180	05/19/23
		SVC000175455	R&M Buildings & Grounds			
27840	05/15/23	Life Ins City Jun 23	256-5-56-40-210.000	130.66	46186	05/19/23
		1559705	Group Insurance			
24960	05/15/23	Jun Dental City 2023	256-5-56-40-210.000	306.14	46197	05/19/23
		051523925619	Group Insurance			
17505	05/11/23	City solar 04/07/23 - 05/253 SH	256-5-56-40-434.002	631.87	46212	05/19/23
			West Street PS Costs			
17505	05/11/23	City solar 04/07/23 - 05/253 SH	256-5-56-40-434.001	479.77	46212	05/19/23
			Susie Wilson PS Costs			
17505	05/11/23	City solar 04/07/23 - 05/253 SH	256-5-56-40-622.000	137.79	46212	05/19/23
			Electricity			
23590	05/10/23	FINAL ASSEMBLY VERTICAL N	256-5-56-70-722.004	55319.00	46216	05/19/23
		169066	South St PS Pump			
V2227	05/11/23	5/8 X 3/4 Neptune T-10 Me	256-5-56-70-750.001	2253.12	46219	05/19/23
		0157333	Meter Replacement Program			
05485	05/10/23	Copier leases 5/15-6/14/2	258-5-33-13-442.000	94.15	46194	05/19/23
		79845697	Rental Vehicles/Equip			
21000	12/21/22	Senior Center	258-5-33-13-330.000	52.73	46220	05/19/23
		1080120905	Professional Services			
07565	04/30/23	April office supplies	258-5-33-13-610.000	71.00	46224	05/19/23
		C1305527 043	General Supplies			
19815	05/13/23	Program Supplies	259-5-30-14-610.000	61.66	46113	05/19/23
		16HXKCNICYPR	General Supplies			
19815	05/04/23	RK FMS Supplies	259-5-30-15-610.000	125.98	46113	05/19/23
		1FWP6FNR6W93	General Supplies			
19815	05/15/23	RK Supplies	259-5-30-15-610.000	32.99	46115	05/19/23
		1PLPFHX411GR	General Supplies			
19815	05/12/23	PS Supplies	259-5-30-16-610.000	41.26	46117	05/19/23
		1TVNR37Q9DDY	General Supplies			
19815	05/06/23	RK Westford Supplies	259-5-30-15-610.000	26.13	46117	05/19/23
		1WRVH7K1LP3V	General Supplies			
25595	03/31/23	RK Staff CPR First Aid	259-5-30-15-330.000	216.00	46118	05/19/23
		22559735	Professional Services			
22670	05/16/23	EJRP Credit Card April/Ma	259-5-30-15-610.000	141.30	46132	05/19/23
		6508 0523	General Supplies			
22670	05/16/23	EJRP Credit Card April/Ma	259-5-30-15-580.000	283.02	46132	05/19/23
		6508 0523	Travel			
22670	05/16/23	EJRP Credit Card April/Ma	259-5-30-16-610.000	254.01	46132	05/19/23
		6508 0523	General Supplies			
22670	05/16/23	EJRP Credit Card April/Ma	259-5-30-14-610.000	213.73	46132	05/19/23
		6508 0523	General Supplies			
22670	05/16/23	EJRP Credit Card April/Ma	259-5-30-14-330.000	3773.58	46132	05/19/23
		6508 0523	Professional Services			
27810	06/06/23	Doc Network June	259-5-30-15-330.000	81.25	46151	05/19/23
		2314230	Professional Services			
04640	04/11/23	PS First Aid Supplies	259-5-30-16-610.000	7.93	46160	05/19/23
		VTBUR318974	General Supplies			
04640	04/11/23	First Aid Supplies	259-5-30-15-610.000	15.51	46160	05/19/23
		VTBUR318975	General Supplies			

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25625	05/02/23	EJRP Lowes 4191080 0523	259-5-30-14-610.000 General Supplies	34.70	46182	05/19/23
40580	04/06/23	PREESCHOOL JOB AD 68020087035	259-5-30-16-330.000 Professional Services	250.00	46184	05/19/23
27840	05/15/23	Life Ins City Jun 23 1559705	259-5-30-15-210.000 Group Insurance	366.00	46186	05/19/23
27840	05/15/23	Life Ins City Jun 23 1559705	259-5-30-16-210.000 Group Insurance	252.97	46186	05/19/23
05485	05/10/23	Copier leases 5/15-6/14/2 79845697	259-5-30-10-442.000 Rental Vehicles/Equip	177.89	46194	05/19/23
05485	05/10/23	Copier leases 5/15-6/14/2 79845697	259-5-30-10-442.000 Rental Vehicles/Equip	177.90	46194	05/19/23
24960	05/15/23	Jun Dental City 2023 051523925619	259-5-30-15-210.000 Group Insurance	392.37	46197	05/19/23
24960	05/15/23	Jun Dental City 2023 051523925619	259-5-30-16-210.000 Group Insurance	431.95	46197	05/19/23
29425	05/03/23	RK EES Snack 849434	259-5-30-15-610.000 General Supplies	215.06	46203	05/19/23
29425	05/04/23	RK Westford Snack 850225	259-5-30-15-610.000 General Supplies	66.97	46203	05/19/23
29425	05/08/23	RK Fleming Snack 851818	259-5-30-15-610.000 General Supplies	289.38	46203	05/19/23
29425	05/08/23	RK Summit Snack 852103	259-5-30-15-610.000 General Supplies	149.37	46203	05/19/23
29425	05/08/23	RK FMS Snack 852133	259-5-30-15-610.000 General Supplies	147.06	46203	05/19/23
29425	05/08/23	RK Hiawatha Snack 852428	259-5-30-15-610.000 General Supplies	106.66	46203	05/19/23
29425	05/09/23	RK MSP EES Snack 852547	259-5-30-15-610.000 General Supplies	217.89	46203	05/19/23
29425	05/09/23	RK EES Snack 853285	259-5-30-15-610.000 General Supplies	139.84	46203	05/19/23
29425	05/10/23	RK S/H K Snack 854031	259-5-30-15-610.000 General Supplies	140.27	46203	05/19/23



For Check Acct 01 (GENERAL FUND) All check #s 05/19/23 To 05/19/23 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				162935.82		

To the Treasurer of City of Essex Junction, We Hereby certify

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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 \$ \*\*\*162,935.82

Let this be your order for the payments of these amounts.

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	05/22/23	ADVANCE AUTO PARTS EXTREME TIRE FOAM 1 552314228462	210-5-25-10-430.000 R&M Vehicles & Equipment	52.39	46227	05/26/23
00530	05/09/23	BRODART CO LibDonExp: Foundation Fas B6601949	210-5-90-00-991.000 Library Donation Expense	16.17	46240	05/26/23
00530	05/09/23	BRODART CO LibDonExp: Foundation Fas B6601949	210-5-35-10-610.000 General Supplies	0.80	46240	05/26/23
00530	05/09/23	BRODART CO LibDonExp: Foundation FAS B6602020	210-5-90-00-991.000 Library Donation Expense	10.19	46240	05/26/23
00530	05/09/23	BRODART CO LibDonExp: Foundation FAS B6602020	210-5-35-10-610.000 General Supplies	0.80	46240	05/26/23
00530	05/09/23	BRODART CO LibDonExp: Foundation FAS B6602158	210-5-90-00-991.000 Library Donation Expense	57.08	46240	05/26/23
00530	05/09/23	BRODART CO LibDonExp: Foundation FAS B6602158	210-5-35-10-610.000 General Supplies	3.20	46240	05/26/23
00530	05/10/23	BRODART CO Adult Replacement; Suppli B6602827	210-5-90-00-640.201 Adult Collection replacem	18.90	46240	05/26/23
00530	05/10/23	BRODART CO Adult Replacement; Suppli B6602827	210-5-35-10-610.000 General Supplies	0.80	46240	05/26/23
00530	05/10/23	BRODART CO Adult Collection; Supplie B6602828	210-5-35-10-640.201 Adult Collection	222.36	46240	05/26/23
00530	05/10/23	BRODART CO Adult Collection; Supplie B6602828	210-5-35-10-610.000 General Supplies	9.60	46240	05/26/23
00530	05/10/23	BRODART CO Adult Collection B6602837	210-5-35-10-640.201 Adult Collection	62.39	46240	05/26/23
00530	05/11/23	BRODART CO Adult Collection B6603155	210-5-35-10-640.201 Adult Collection	47.16	46240	05/26/23
V04609	05/02/23	CENTER POINT LARGE PRINT Adult Collection 2012573	210-5-35-10-640.201 Adult Collection	98.28	46243	05/26/23
21120	05/16/23	CHAMPLAIN MEDICAL URGENT Physical Foster 0005986200	210-5-25-10-330.000 Professional Services	355.00	46245	05/26/23
17895	05/01/23	CLEAN NEST EJRP Cleaning 13034	210-5-41-26-400.000 Contracted Services	2579.33	46247	05/26/23
04940	05/03/23	COMCAST Cable TV 7722 0523	210-5-25-10-530.000 Communications	21.53	46248	05/26/23
17025	05/17/23	COONRADT AMY Rec Sec for 5/10/23 CC me 0134	210-5-10-10-530.000 Communications	199.53	46249	05/26/23
31545	05/17/23	COSTCO #314 EJRP Membership Renewal F 000111883913	210-1-00-00-120.000 Prepaid Expenses	180.00	46250	05/26/23
31545	05/22/23	COSTCO #314 Supplies 05222023D	210-5-25-10-610.000 General Supplies	226.70	46251	05/26/23
35360	05/08/23	CYR LUMBER INC MSP Mulch flower beds MSP 05022024	210-5-30-12-431.000 R&M Buildings & Grounds	180.00	46252	05/26/23
25715	02/20/23	DONALD L. HAMLIN CONSULT Engineering assistance to 22814 0223	210-5-16-10-330.000 Professional Services	1281.37	46258	05/26/23
25715	03/22/23	DONALD L. HAMLIN CONSULT of Essex Junction and Fid 23800 0323	210-5-40-12-330.000 Professional Services	1105.50	46258	05/26/23
01420	05/05/23	EASTERN SALES INC A/P checks 16415	210-5-10-10-550.000 Printing and Binding	47.50	46261	05/26/23
23000	05/11/23	F W WHITCOMB MSP Path Materials 00014197	210-5-30-12-431.000 R&M Buildings & Grounds	338.24	46262	05/26/23

10:26 am

Check Warrant Report # 17356 Current Prior Next FY Invoices For Fund (GENERAL FUND)

CDeLibac

For Check Acct 01 (GENERAL FUND) All check #s 05/26/23 To 05/26/23 &amp; Fund 2

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
21845	05/18/23	VolunteerRec; J Programs;	210-5-35-10-845.000	0017 0523	564.00	46267	05/26/23
				Employee/Volunteer Recogn			
21845	05/18/23	VolunteerRec; J Programs;	210-5-35-10-840.202	0017 0523	55.24	46267	05/26/23
				Childrens Programs			
21845	05/18/23	VolunteerRec; J Programs;	210-5-35-10-505.000	0017 0523	112.66	46267	05/26/23
				Tech. Subs, Licenses			
19005	05/01/23	MSP Internet	210-5-41-26-530.000	14147207	360.00	46268	05/26/23
				Communications			
34895	05/01/23	Garbage Removal April 202	210-5-41-20-400.000	1712687	309.95	46275	05/26/23
				Contracted Services			
04035	05/10/23	Scag Repair	210-5-30-12-330.000	W7006	152.49	46282	05/26/23
				Professional Services			
07010	05/09/23	MSP Power	210-5-41-26-622.000	0523 75 MAPA	250.62	46286	05/26/23
				Electricity			
07010	05/09/23	MSP Power	210-5-41-26-622.000	0523 75 MAPL	35.10	46287	05/26/23
				Electricity			
20135	05/02/23	Latch Protector	210-5-30-12-431.000	S1517265	20.00	46298	05/26/23
				R&M Buildings & Grounds			
V9951	05/09/23	Trees for city	210-5-40-12-810.112	4752	1500.00	46301	05/26/23
				Tree Advisory Committee			
V9951	05/09/23	Spinner20230419	210-5-40-12-810.112	4753	1500.00	46301	05/26/23
				Tree Advisory Committee			
03070	05/16/23	Envelopes for Clerk	210-5-10-10-610.000	56583	192.16	46306	05/26/23
				General Supplies			
29340	05/08/23	MSP Bench Repair	210-5-30-12-431.000	I230546	1070.00	46312	05/26/23
				R&M Buildings & Grounds			
19325	05/15/23	City server	210-1-00-00-120.000	19716	13641.00	46313	05/26/23
				Prepaid Expenses			
V10729	03/31/23	Adult collection	210-5-35-10-640.201	23105900	1549.09	46314	05/26/23
				Adult Collection			
V10729	04/04/23	Adult collection	210-5-35-10-640.201	23108987	2000.00	46314	05/26/23
				Adult Collection			
V10729	05/02/23	J Collection	210-5-35-10-640.202	23143023	30.47	46314	05/26/23
				Juvenile Collection			
V10729	05/16/23	J Collection	210-5-35-10-640.202	23158759	666.55	46314	05/26/23
				Juvenile Collection			
23420	05/08/23	Cascade Portolet May	210-5-30-12-330.000	T597894	120.00	46315	05/26/23
				Professional Services			
15340	05/19/23	Adult Programs	210-5-35-10-840.201	WPierce0523	36.49	46320	05/26/23
				Adult Programs			
09105	05/16/23	EJRP Shred May	210-5-30-10-330.000	425182	22.00	46328	05/26/23
				Professional Services			
V2124	05/13/23	Supplies	210-5-35-10-610.000	3537953165	256.97	46330	05/26/23
				General Supplies			
14740	05/17/23	Stripping Pads	210-5-41-22-610.000	W562018	41.65	46332	05/26/23
				General Supplies			
14800	05/01/23	Anti-Virus Contract May	210-5-25-10-570.000	102589	64.00	46333	05/26/23
				Other Purchased Services			
36130	04/19/23	Cell phone 04/19/-05/23	210-5-40-12-530.000	9932871780	192.56	46335	05/26/23
				Communications			

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
25315	05/12/23	Maint Food 051223D	210-5-30-12-610.000 General Supplies	35.00	46336	05/26/23
11935	03/28/23	creditTKN2x REV CR4960	210-5-10-10-610.000 General Supplies	88.75	46337	05/26/23
21230	05/19/23	Jun Vision City 2023 817966160	210-5-10-10-210.000 Group Insurance	73.95	46339	05/26/23
21230	05/19/23	Jun Vision City 2023 817966160	210-5-13-10-210.000 Group Insurance	48.82	46339	05/26/23
21230	05/19/23	Jun Vision City 2023 817966160	210-5-40-12-210.000 Group Insurance	63.50	46339	05/26/23
21230	05/19/23	Jun Vision City 2023 817966160	210-5-40-13-210.000 Group Insurance	2.80	46339	05/26/23
21230	05/19/23	Jun Vision City 2023 817966160	210-5-35-10-210.000 Group Insurance	102.96	46339	05/26/23
21230	05/19/23	Jun Vision City 2023 817966160	210-5-16-10-210.000 Group Insurance	23.69	46339	05/26/23
21230	05/19/23	Jun Vision City 2023 817966160	210-5-30-10-210.000 Group Insurance	125.65	46339	05/26/23
21230	05/19/23	Jun Vision City 2023 817966160	210-5-30-12-210.000 Group Insurance	23.69	46339	05/26/23
24570	05/04/23	Engraving 87347	210-5-25-10-750.000 Machinery & Equipment	60.00	46341	05/26/23
V2368	05/10/23	Adult Collection 19009337	210-5-35-10-640.201 Adult Collection	347.97	46343	05/26/23
07565	05/05/23	EJRP Tissues 238244897	210-5-30-12-610.000 General Supplies	33.99	46346	05/26/23
07565	05/08/23	Preschool Office Supplie 238278888	210-5-30-10-610.000 General Supplies	48.99	46346	05/26/23
07565	05/19/23	Office Supplies 238546074	210-5-30-10-610.000 General Supplies	2.39	46346	05/26/23
07565	05/19/23	Maint Supplies 238548307	210-5-30-12-610.000 General Supplies	88.48	46346	05/26/23
07565	05/19/23	Maint Supplies 238548529	210-5-30-12-610.000 General Supplies	44.24	46346	05/26/23
05375	05/26/23	Payroll Transfer PR-05/26/23	210-2-00-00-210.005 Misc Deductions Payable	52.00	5262301	05/26/23
17140	05/26/23	Payroll Transfer PR-05/26/23	210-2-00-00-210.005 Misc Deductions Payable	66.50	5262302	05/26/23
17425	05/26/23	Payroll Transfer PR-05/26/23	210-2-00-00-210.004 Retirement Payable	50.00	5262303	05/26/23
V1160	05/26/23	Payroll Transfer PR-05/26/23	210-2-00-00-210.004 Retirement Payable	2409.68	5262304	05/26/23
V1161	05/26/23	Payroll Transfer PR-05/26/23	210-2-00-00-210.004 Retirement Payable	5142.42	5262305	05/26/23
25715	03/22/23	Crescent Connector STP 53 12-833	230-5-16-10-890.824 Cres. Connector	5471.00	46258	05/26/23
25715	03/22/23	Crescent Connector Phase 18-814	230-5-16-10-890.824 Cres. Connector	1082.25	46258	05/26/23
25715	03/22/23	Crescent Connector Phase 22-822	230-5-16-10-890.824 Cres. Connector	8068.52	46258	05/26/23

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
39425	04/06/23	SCOTT & PARTNERS INC	2 Lincoln Street Renovati 4429	232-5-41-20-890.832 2 Lincoln Street Renovati	6821.25	46326	05/26/23
04035	05/17/23	GOT THAT RENTAL & SALES I	EJRP Scag Mower 112336	233-5-00-00-750.001 Maintenance Equipment	12849.20	46280	05/26/23
10110	05/18/23	MCGOVERN MECHANICAL CORP	Water Meter Replacements 1923	254-5-54-70-750.001 Meter Replacement Program	233.33	46305	05/26/23
38760	05/17/23	TI-SALES INC	Neptune Advantage II Prob INV0157555	254-5-54-70-750.001 Meter Replacement Program	341.12	46334	05/26/23
38760	05/18/23	TI-SALES INC	Extended Maintenance for INV0157613	254-5-54-70-750.001 Meter Replacement Program	1476.08	46334	05/26/23
36130	04/19/23	VERIZON WIRELESS VSAT	Cell phone 04/19/-05/23 9932871780	254-5-54-20-530.000 Communications	176.80	46335	05/26/23
21230	05/19/23	VISION SERVICE PLAN (CT)	Jun Vision City 2023 817966160	254-5-54-20-210.000 Group Insurance	38.23	46339	05/26/23
14685	04/30/23	ALLIANCE MECHANICAL INC	Natural gas boiler not fi 063493A	255-5-55-30-330.000 Professional Services	365.00	46229	05/26/23
21230	05/19/23	VISION SERVICE PLAN (CT)	Jun Vision City 2023 817966160	255-5-55-30-210.000 Group Insurance	78.36	46339	05/26/23
10110	05/18/23	MCGOVERN MECHANICAL CORP	Water Meter Replacements 1923	256-5-56-70-750.001 Meter Replacement Program	466.67	46305	05/26/23
38760	05/17/23	TI-SALES INC	Neptune Advantage II Prob INV0157555	256-5-56-70-750.001 Meter Replacement Program	682.24	46334	05/26/23
38760	05/18/23	TI-SALES INC	Extended Maintenance for INV0157613	256-5-56-70-750.001 Meter Replacement Program	2952.16	46334	05/26/23
21230	05/19/23	VISION SERVICE PLAN (CT)	Jun Vision City 2023 817966160	256-5-56-40-210.000 Group Insurance	62.64	46339	05/26/23
17895	05/01/23	CLEAN NEST	EJRP Cleaning 13034	259-5-30-15-330.000 Professional Services	1475.00	46247	05/26/23
29970	05/19/23	EAST COAST ICE	RK EES K Field Trip 1046	259-5-30-15-580.000 Travel	130.00	46260	05/26/23
25325	05/05/23	FILLION ASSOCIATES, INC	Pool Chemicals 33742	259-5-30-11-431.000 R&M Buildings & Grounds	857.62	46264	05/26/23
11260	05/17/23	GOLD STAR DOG TRAINING	EJRP Dog Programs May 81	259-5-30-14-330.000 Professional Services	3252.00	46277	05/26/23
04005	05/15/23	GREGORY CIARA	Kids Dance Fitness 051523D	259-5-30-14-330.000 Professional Services	840.00	46290	05/26/23
28895	05/16/23	KINDERMUSIK WITH RACHEL L	EJRP Kindermusik May 1015	259-5-30-14-330.000 Professional Services	968.00	46299	05/26/23
27295	05/11/23	MAPLEHURST FLORIST	EJRP Preschool Supplies 101472	259-5-30-16-610.000 General Supplies	124.50	46303	05/26/23
29425	05/15/23	PERFORMANCE FOOD SERVICE	RK Westford Snack 855540	259-5-30-15-610.000 General Supplies	84.67	46317	05/26/23
29425	05/15/23	PERFORMANCE FOOD SERVICE	RK Summit Snack 856216	259-5-30-15-610.000 General Supplies	193.49	46317	05/26/23
29425	05/16/23	PERFORMANCE FOOD SERVICE	RK FMS Snack 856277	259-5-30-15-610.000 General Supplies	111.55	46317	05/26/23
29425	05/15/23	PERFORMANCE FOOD SERVICE	RK Hiawatha Snack 856502	259-5-30-15-610.000 General Supplies	50.48	46317	05/26/23
29425	05/16/23	PERFORMANCE FOOD SERVICE	RK EES Snack 857534	259-5-30-15-610.000 General Supplies	137.59	46317	05/26/23

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
29425	PERFORMANCE FOOD SERVICE	05/17/23	RK EES MSP Snack 858486	259-5-30-15-610.000 General Supplies	137.05	46317	05/26/23
29425	PERFORMANCE FOOD SERVICE	05/22/23	RK S/H K Snack 859968	259-5-30-15-610.000 General Supplies	51.64	46317	05/26/23
29425	PERFORMANCE FOOD SERVICE	05/22/23	RK Summit Snack 860700	259-5-30-15-610.000 General Supplies	146.94	46317	05/26/23
29425	PERFORMANCE FOOD SERVICE	05/22/23	RK FMS Snack 860739	259-5-30-15-610.000 General Supplies	103.11	46317	05/26/23
29425	PERFORMANCE FOOD SERVICE	05/23/23	RK Hiawatha Snack 861403	259-5-30-15-610.000 General Supplies	76.34	46317	05/26/23
29425	PERFORMANCE FOOD SERVICE	05/23/23	RK Westford Snack 861927	259-5-30-15-610.000 General Supplies	165.71	46317	05/26/23
43275	RYCANDON MECHANICAL, INC.	05/16/23	MSP Bath House Maint 14764	259-5-30-11-330.000 Professional Services	3967.00	46324	05/26/23
10435	SCREENMYLOGO.COM	05/16/23	Barcomb T Shirts 19999	259-5-30-14-610.000 General Supplies	600.00	46327	05/26/23
21230	VISION SERVICE PLAN (CT)	05/19/23	Jun Vision City 2023 817966160	259-5-30-15-210.000 Group Insurance	101.05	46339	05/26/23
21230	VISION SERVICE PLAN (CT)	05/19/23	Jun Vision City 2023 817966160	259-5-30-16-210.000 Group Insurance	108.76	46339	05/26/23
38200	VT RECREATION & PARKS ASS	05/08/23	EJRP Maint Staff Reg Work 02597	259-5-30-12-500.000 Training, Conf, Dues	275.00	46345	05/26/23
07565	W B MASON CO INC	05/08/23	Preschool Office Supplie 238278888	259-5-30-16-610.000 General Supplies	81.48	46346	05/26/23
Report Total					95997.12		

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 \$ \*\*\*\*95,997.12

Let this be your order for the payments of these amounts.

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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
05290	05/24/23	ADVANCE AUTO PARTS ACRY ENML 2X FLT BLK 1 E 552314459786	210-5-40-12-610.000 General Supplies	29.42	46349	06/02/23
28555	05/17/23	ALLEGIANCE TRUCKS SS5000 REPAIRS X12201902501	210-5-40-12-430.000 R&M Vehicles & Equipment	170.34	46351	06/02/23
19815	05/13/23	AMAZON CAPITAL SERVICES Supplies 13PVXTRFCW9H	210-5-35-10-610.000 General Supplies	157.06	46352	06/02/23
19815	05/13/23	AMAZON CAPITAL SERVICES Credit for damaged keycha 1DDGVNFYN3KH	210-5-35-10-610.000 General Supplies	-9.95	46352	06/02/23
19815	05/20/23	AMAZON CAPITAL SERVICES LibDonExp: Foundation 1DJNVYTJPNCX	210-5-90-00-991.000 Library Donation Expense	44.98	46352	06/02/23
19815	05/28/23	AMAZON CAPITAL SERVICES J Programs 1H7N3VF3NH1D	210-5-35-10-840.202 Childrens Programs	37.48	46352	06/02/23
19815	05/23/23	AMAZON CAPITAL SERVICES Maint Tool Battery Charg 1JTH6G9T6YXM	210-5-30-12-610.000 General Supplies	132.98	46352	06/02/23
19815	05/23/23	AMAZON CAPITAL SERVICES J Programs 1K4WJ1WL7YMQ	210-5-35-10-840.202 Childrens Programs	602.63	46352	06/02/23
19815	05/25/23	AMAZON CAPITAL SERVICES Supplies 1MKTVCYT6LMW	210-5-35-10-610.000 General Supplies	196.08	46352	06/02/23
19815	05/16/23	AMAZON CAPITAL SERVICES Office Supplies 1N1FQ3FC1WXW	210-5-30-10-610.000 General Supplies	3.48	46352	06/02/23
19815	05/13/23	AMAZON CAPITAL SERVICES General Supplies 1P7JJJ7PCYF3	210-5-35-10-610.000 General Supplies	4.64	46352	06/02/23
19815	05/10/23	AMAZON CAPITAL SERVICES Adult Collection 1PVXH41P1N94	210-5-35-10-640.201 Adult Collection	49.95	46352	06/02/23
19815	05/20/23	AMAZON CAPITAL SERVICES Computer Monitors 1WT6VKN4QP4K	210-5-30-10-505.000 Tech. Subs, Licenses	527.28	46352	06/02/23
19815	05/28/23	AMAZON CAPITAL SERVICES Supplies 1WWP6WH4NKNL	210-5-35-10-610.000 General Supplies	185.39	46352	06/02/23
19815	05/22/23	AMAZON CAPITAL SERVICES Office Supplies 1YXKGQLQ1173	210-5-30-10-610.000 General Supplies	198.74	46352	06/02/23
19815	05/23/23	AMAZON CAPITAL SERVICES Adult Collection Q7FGDYL7WQH	210-5-35-10-640.201 Adult Collection	66.54	46352	06/02/23
00530	05/23/23	BRODART CO LibDonExp: Foundation FAS B6608383	210-5-90-00-991.000 Library Donation Expense	47.46	46355	06/02/23
00530	05/23/23	BRODART CO LibDonExp: Foundation FAS B6608383	210-5-35-10-610.000 General Supplies	2.40	46355	06/02/23
00530	05/23/23	BRODART CO LibDonExp: Foundation FAS B6608390	210-5-90-00-991.000 Library Donation Expense	77.74	46355	06/02/23
00530	05/23/23	BRODART CO LibDonExp: Foundation FAS B6608390	210-5-35-10-610.000 General Supplies	4.00	46355	06/02/23
16030	05/12/23	BROWN ELECTRIC retrofit 3 pole lights th 37832	210-5-40-12-610.200 Streetlight Supplies	769.95	46356	06/02/23
39475	05/24/23	CLAUSSEN'S INC ANNUALS. 20+ qty discount 30265	210-5-40-12-571.000 Streetscape Maintenance	148.50	46358	06/02/23
17895	03/01/23	CLEAN NEST City Cleaning February 13031	210-5-41-21-400.000 Contracted Services	2102.22	46360	06/02/23
17895	03/01/23	CLEAN NEST City Cleaning February 13031	210-5-41-20-400.000 Contracted Services	1574.12	46360	06/02/23
17895	05/02/23	CLEAN NEST City Building Cleaning Ap 13062	210-5-41-21-400.000 Contracted Services	2102.22	46360	06/02/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
17895	05/02/23	CLEAN NEST City Building Cleaning Ap 13062	210-5-41-20-400.000 Contracted Services	1574.12	46360	06/02/23
04940	05/12/23	COMCAST Cable and Internet 0091811 0523	210-5-40-12-600.000 Salt, Sand and Gravel	74.49	46361	06/02/23
04940	05/12/23	COMCAST Cable and Internet 0091811 0523	210-5-40-12-610.000 General Supplies	189.48	46361	06/02/23
04940	05/19/23	COMCAST Internet Service May 2023 0136343 0523	210-5-41-20-530.000 Communications	168.39	46363	06/02/23
04940	05/23/23	COMCAST EJRP Internet 0176315 0523	210-5-41-26-530.000 Communications	402.54	46364	06/02/23
04940	05/23/23	COMCAST Park St Internet 0210908 0523	210-5-41-23-530.000 Communications	250.38	46365	06/02/23
17025	05/29/23	COONRADT AMY Record Sec CC 5/24/23 0136	210-5-10-10-530.000 Communications	177.36	46368	06/02/23
31545	05/30/23	COSTCO #314 Maint Supplies 053023D	210-5-30-12-610.000 General Supplies	156.67	46369	06/02/23
38280	05/23/23	CRYSTAL ROCK BOTTLED WATE Bottled Water May 23 177222770523	210-5-41-20-610.000 General Supplies	37.97	46372	06/02/23
25715	05/23/23	DONALD L. HAMLIN CONSULT Engineering assistance 16 22819 0523	210-1-00-00-130.002 Exchange - Billable	1155.00	46374	06/02/23
25715	05/23/23	DONALD L. HAMLIN CONSULT Engineering assistance fo 22821 0523	210-1-00-00-130.002 Exchange - Billable	618.75	46374	06/02/23
25715	05/23/23	DONALD L. HAMLIN CONSULT Engineering assistance 1 22824 0523	210-1-00-00-130.002 Exchange - Billable	330.00	46374	06/02/23
25715	05/23/23	DONALD L. HAMLIN CONSULT Engineering assistance fo 22825 0523	210-1-00-00-130.002 Exchange - Billable	1815.00	46374	06/02/23
25715	05/23/23	DONALD L. HAMLIN CONSULT GlobalFoundries traffic r 23816 0523	210-5-40-12-330.000 Professional Services	1525.28	46376	06/02/23
25715	05/23/23	DONALD L. HAMLIN CONSULT 27-Apr-23 Measuring monit 23817 0523	210-5-40-12-575.000 Storm Sewer Maintenance	115.00	46376	06/02/23
38955	05/17/23	F W WEBB COMPANY TEE 1/2 BLK MI THD CLS150 80842050	210-5-40-12-610.000 General Supplies	1.88	46380	06/02/23
23000	05/24/23	F W WHITCOMB SHUR-PAC 00014524	210-5-40-12-451.000 Summer Construction Servi	328.64	46381	06/02/23
V08218	05/26/23	FAIRBANKS MUSEUM LibDonExp: Foundation Att FRBNKS 05202	210-5-90-00-991.000 Library Donation Expense	100.00	46382	06/02/23
21835	05/26/23	FIRST NATIONAL BANK OMAHA Flag 052623D	210-5-25-10-750.000 Machinery & Equipment	150.00	46388	06/02/23
21835	05/30/23	FIRST NATIONAL BANK OMAHA Glove Dispensers 86349755	210-5-25-10-750.000 Machinery & Equipment	30.79	46388	06/02/23
10705	05/22/23	GARDENERS SUPPLY CO INC MSP Gardens TX28475	210-5-30-12-610.000 General Supplies	269.10	46391	06/02/23
34895	05/01/23	GAUTHIER TRUCKING, INC. II JACKSON ST 1712686	210-5-40-12-425.000 Trash Removal	122.51	46392	06/02/23
34895	05/01/23	GAUTHIER TRUCKING, INC. Pearl st, Main st, Memori 1712688	210-5-40-12-425.000 Trash Removal	533.21	46392	06/02/23
34895	05/01/23	GAUTHIER TRUCKING, INC. barrell on bike path 1712839	210-5-40-12-425.000 Trash Removal	76.19	46392	06/02/23
00820	05/24/23	GLOBAL EQUIPMENT COMPANY Dog Park Bags 120514460	210-5-30-12-610.000 General Supplies	198.11	46393	06/02/23



11:07 am

Check Warrant Report # 17357 Current Prior Next FY Invoices For Fund (GENERAL FUND)

CDeLibac

For Check Acct 01 (GENERAL FUND) All check #s 06/02/23 To 06/02/23 &amp; Fund 2

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
37715	04/20/23	INTEGRITY COMMUNICATIONS 2 Lincoln wiring for IT 42537	210-5-41-20-431.000 R&M Buildings & Grounds	318.52	46405	06/02/23
27670	04/14/23	IROQUOIS MANUFACTURING, I repair parts for both 7" 166463	210-5-40-12-430.000 R&M Vehicles & Equipment	1266.05	46406	06/02/23
45410	05/27/23	J B SIMONS INC Uniforms 128723	210-5-25-10-612.000 Uniforms	659.30	46407	06/02/23
V10347	03/30/23	J C EHRlich Linc Hall Pest 33560389	210-5-41-20-431.000 R&M Buildings & Grounds	117.72	46408	06/02/23
29060	05/19/23	KOFILE TECHNOLOGIES INC Land record books KT011129	210-5-10-10-610.000 General Supplies	1888.10	46411	06/02/23
15350	05/30/23	LINCOLN V TACY Stipend for BWAC 03202023TL	210-5-10-10-190.000 Board member Payments	50.00	46414	06/02/23
15350	05/30/23	LINCOLN V TACY Stipend for BWAC 04172023TL	210-5-10-10-190.000 Board member Payments	50.00	46414	06/02/23
V10462	04/30/23	MONAGHAN SAFAR DUCHAM PL City legal April 2023 April 2023	210-5-10-10-320.000 Legal Services	4985.50	46417	06/02/23
25635	05/16/23	PIONEER MANUFACTURING CO Field Paint INV883042	210-5-30-12-610.000 General Supplies	264.25	46432	06/02/23
23465	05/23/23	PITNEY BOWES, INC. Postage Machine Lease 3317468545	210-5-10-10-442.000 Rental Vehicles/Equip	209.97	46433	06/02/23
37430	05/25/23	R R CHARLEBOIS INC Engine 5 Service RC81876	210-5-25-10-430.000 R&M Vehicles & Equipment	1216.67	46438	06/02/23
05280	05/18/23	S & D LANDSCAPES LLC Lawn repair on Cascade St 230208	210-5-40-12-575.000 Storm Sewer Maintenance	1983.80	46441	06/02/23
V10040	05/08/23	SMALL DOG ELECTRONICS Tech Equip/Hardware (replc SB1465208	210-5-35-10-735.000 Tech: Equip/Hardware	2759.94	46443	06/02/23
23855	05/02/23	SOUTHWORTH-MILTON, INC. 01 TROUBLESHOOT - FOR LEA SCINV716214	210-5-40-12-430.000 R&M Vehicles & Equipment	541.32	46444	06/02/23
14740	05/26/23	SWISH WHITE RIVER LTD Cleaning Pads W563857	210-5-41-22-610.000 General Supplies	35.65	46447	06/02/23
40920	04/19/23	U I INSURANCE SERVICES IN Insurance 10446	210-5-25-10-210.000 Group Insurance	224.00	46449	06/02/23
40920	04/19/23	U I INSURANCE SERVICES IN Insurance 10446	210-1-00-00-120.000 Prepaid Expenses	2464.00	46449	06/02/23
36130	04/17/23	VERIZON WIRELESS VSAT City Mgr cell phone April 9932751079	210-5-10-10-530.000 Communications	50.38	46451	06/02/23
36130	05/17/23	VERIZON WIRELESS VSAT Manager cell phone May 20 9935131848	210-5-10-10-530.000 Communications	50.38	46451	06/02/23
11935	05/16/23	VIKING-CIVES USA MOTOR-SPREADER HYD AUGER 4525417	210-5-40-12-430.000 R&M Vehicles & Equipment	262.71	46453	06/02/23
11935	05/16/23	VIKING-CIVES USA VALVE CUSHION 4525420	210-5-40-12-430.000 R&M Vehicles & Equipment	125.91	46453	06/02/23
11935	05/17/23	VIKING-CIVES USA JOHNSTON BRUSH 2 PC-710m 4525459	210-5-40-12-610.000 General Supplies	285.99	46453	06/02/23
23395	05/22/23	VILLAGE HARDWARE - WILLIS HOSE, AND DRILL BIT 516730	210-5-40-12-610.000 General Supplies	19.69	46455	06/02/23
28470	05/12/23	VMERS DB 110800 Payroll Transfer PR-05/12/23	210-2-00-00-210.004 Retirement Payable	18205.60	46458	06/02/23
28470	05/26/23	VMERS DB 110800 Payroll Transfer PR-05/26/23	210-2-00-00-210.004 Retirement Payable	19594.12	46458	06/02/23

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Check Warrant Report # 17357 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 06/02/23 To 06/02/23 &amp; Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
29825	05/23/23	MSP Gas 1578756	210-5-41-26-621.000 Natrual Gas/Heating	110.02	46460	06/02/23
29825	05/23/23	MSP Gas 810044 523	210-5-41-26-621.000 Natrual Gas/Heating	132.34	46462	06/02/23
34580	05/26/23	JM VTGFOA summer workshop Jun2312	210-5-13-10-500.000 Training, Conf, Dues	60.00	46463	06/02/23
25715	05/23/23	Consult and Engineering f 22820 0523	230-5-40-13-895.830 BC2058 Brickyard Culvert	453.75	46374	06/02/23
V9632	05/31/23	April 16-May 13 Construct 0069040	230-5-40-13-895.830 BC2058 Brickyard Culvert	3079.00	46402	06/02/23
V10462	04/30/23	City legal April 2023 April 2023	230-5-16-10-890.824 Cres. Connector	925.00	46417	06/02/23
V10462	04/30/23	City legal April 2023 April 2023	232-5-41-20-890.832 2 Lincoln Street Renovati	742.50	46417	06/02/23
28555	05/17/23	SS5000 REPAIRS X12201902501	254-5-54-20-430.000 R&M Vehicles & Equipment	28.39	46351	06/02/23
25715	05/23/23	Survey, design, and const 21806 0523	254-5-54-70-723.004 Main St Water Line	968.00	46374	06/02/23
04035	05/23/23	PAINT, INVERTED TIP BLUE. 112921	254-5-54-20-610.000 General Supplies	59.88	46397	06/02/23
V10462	04/30/23	City legal April 2023 April 2023	254-5-54-70-723.004 Main St Water Line	225.00	46417	06/02/23
05290	05/18/23	FILTER AIR 1/4 NPT N 1 fo 552313828339	255-5-55-30-430.000 R&M Vehicles & Equipment	45.87	46349	06/02/23
V10734	05/19/23	Monthly Payment (4/18/23- 2305WWTP	255-5-55-30-622.000 Electricity	2969.11	46378	06/02/23
06870	05/24/23	2305-13215, TKN 447417	255-5-55-30-340.000 Technical Services	35.00	46379	06/02/23
06870	05/31/23	BOD-5day Essex jct. WWTF 447861	255-5-55-30-340.000 Technical Services	105.00	46379	06/02/23
04640	05/10/23	Parts for Gas Detector Di VTBUR319750	255-5-55-30-570.000 Other Purchased Services	1135.19	46383	06/02/23
05495	05/12/23	Troubleshoot, modify, and 14503	255-5-55-30-570.000 Other Purchased Services	1950.00	46413	06/02/23
05495	05/12/23	Aeration Valve Control Up 14504	255-5-55-70-730.001 Energy Conservation	11658.00	46413	06/02/23
V10462	04/30/23	City legal April 2023 April 2023	255-5-55-30-320.000 Legal Services	45.00	46417	06/02/23
V10462	04/30/23	City legal April 2023 April 2023	255-5-55-30-320.000 Legal Services	45.00	46417	06/02/23
V1661	05/10/23	Lab Supplies 487425	255-5-55-30-570.000 Other Purchased Services	878.96	46419	06/02/23
03160	05/17/23	POLYMER FOR DEWATERING 20443	255-5-55-30-568.000 Biosolids Subcontractor	9108.00	46423	06/02/23
12775	05/30/23	Cored 2 holes into Vault, 10528	255-5-55-70-730.001 Energy Conservation	5732.86	46436	06/02/23
23395	05/17/23	TV 5QT WHT Paint Pail, F 516698	255-5-55-30-610.000 General Supplies	74.05	46455	06/02/23
23395	05/18/23	GE18W 24" CW FLUO BULB 1A 516706	255-5-55-30-570.000 Other Purchased Services	30.38	46455	06/02/23

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Check Warrant Report # 17357 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 06/02/23 To 06/02/23 &amp; Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07565	05/12/23	Floor stripper for wastew 238404750	255-5-55-30-610.000 General Supplies	59.96	46464	06/02/23
05290	05/17/23	BATTERY BOX 1 EA DIHRD 552313732485	256-5-56-40-430.000 R&M Vehicles & Equipment	102.84	46349	06/02/23
05290	05/22/23	CORE ALTERNATOR-RMFD 552314259703	256-5-56-40-430.000 R&M Vehicles & Equipment	-10.00	46349	06/02/23
28555	05/17/23	SS5000 REPAIRS X12201902501	256-5-56-40-430.000 R&M Vehicles & Equipment	340.67	46351	06/02/23
28555	05/17/23	SS5000 REPAIRS X12201902501	256-5-56-40-430.000 R&M Vehicles & Equipment	28.39	46351	06/02/23
19630	05/22/23	to 39 Lincoln Street Esse 18705	256-5-56-40-433.000 R&M Infrastructure	10864.00	46354	06/02/23
24785	05/01/23	UNION CHECK VALVE,PVC,1/2 9692119754	256-5-56-40-431.000 R&M Buildings & Grounds	87.78	46399	06/02/23
17895	03/01/23	City Cleaning February 13031	258-5-33-13-330.000 Professional Services	216.66	46360	06/02/23
17895	05/02/23	City Building Cleaning Ap 13062	258-5-33-13-330.000 Professional Services	216.66	46360	06/02/23
07305	05/25/23	Pool Chemicals 9138413798	259-5-30-11-431.000 R&M Buildings & Grounds	596.40	46350	06/02/23
19815	05/16/23	RK Supplies 1CWKRXX433FC	259-5-30-15-610.000 General Supplies	14.98	46352	06/02/23
19815	05/28/23	Behavior Support Supplies 1F1HTFH9NJDX	259-5-30-15-610.000 General Supplies	70.98	46352	06/02/23
19815	05/19/23	Parade Supplies 1F614JWGM6VM	259-5-30-14-850.150 Memorial Day Parade	133.98	46352	06/02/23
19815	05/20/23	Preschool Supplies 1HTY4XYTPP6W	259-5-30-16-610.000 General Supplies	29.35	46352	06/02/23
19815	05/28/23	West St Garden Supplies 1KRVQLT1NMC6	259-5-30-14-610.000 General Supplies	9.59	46352	06/02/23
25590	05/19/23	Parade Supplies 72460910701	259-5-30-14-850.150 Memorial Day Parade	612.40	46390	06/02/23
38460	05/25/23	Field Maint. 9822	259-5-30-14-431.000 R&M Buildings & Grounds	504.45	46412	06/02/23
29425	05/24/23	RK EES Snack 862060	259-5-30-15-610.000 General Supplies	181.55	46427	06/02/23
25395	05/25/23	Pool Chemicals 256505	259-5-30-11-431.000 R&M Buildings & Grounds	230.56	46434	06/02/23
15315	05/12/23	MSP Camp Room 1184	259-5-30-17-330.000 Professional Services	1500.00	46448	06/02/23
29690	05/12/23	Scoreboard Repair 23042	259-5-30-12-330.000 Professional Services	4840.00	46452	06/02/23

06/06/23

Town of Essex Accounts Payable

11:07 am

Check Warrant Report # 17357 Current Prior Next FY Invoices For Fund (GENERAL FUND)

CDelibac

For Check Acct 01 (GENERAL FUND) All check #s 06/02/23 To 06/02/23 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				138483.58		

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 \$ \*\*\*138,483.58

Let this be your order for the payments of these amounts.

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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
29380	06/30/22	JOINT HOUSING COMMISSION	210-5-10-10-190.000	25.00	46472	06/09/23
		HCTM31523	Board member Payments			
29380	05/31/23	JOINT HOUSING COMMISSION	210-5-10-10-190.000	25.00	46472	06/09/23
		HCTM41523	Board member Payments			
V0461	05/30/23	Adult Collection	210-5-35-10-640.201	292.00	46481	06/09/23
		110	Adult Collection			
17895	05/31/23	EJRP May Cleaning	210-5-41-26-400.000	2838.00	46483	06/09/23
		13036	Contracted Services			
17895	05/31/23	City Cleaning May	210-5-41-20-400.000	1557.20	46483	06/09/23
		13038 523	Contracted Services			
17895	05/31/23	City Cleaning May	210-5-41-21-400.000	2119.14	46483	06/09/23
		13038 523	Contracted Services			
25120	06/01/23	EJRP Timesheets May	210-5-30-10-330.000	832.00	46484	06/09/23
		403148	Professional Services			
04940	05/17/23	Internet 81 Main 5/24-6/2	210-5-25-10-530.000	169.89	46486	06/09/23
		0109571 0523	Communications			
04940	05/23/23	Internet/comm WWTP	210-5-25-10-530.000	258.34	46489	06/09/23
		0316028 0523	Communications			
17025	05/26/23	Minutes for DRB meeting M	210-5-10-10-530.000	221.70	46491	06/09/23
		0135	Communications			
29545	05/31/23	JOINT HOUSING COMMISSION	210-5-10-10-190.000	25.00	46492	06/09/23
		HCTM31523	Board member Payments			
29545	05/31/23	JOINT HOUSING COMMISSION	210-5-10-10-190.000	25.00	46492	06/09/23
		HCTM4523	Board member Payments			
244635	04/26/23	Council Event for George	210-5-10-10-810.113	228.60	46510	06/09/23
		04262023D	Trustee Expenditures			
21835	05/30/23	Saws	210-5-25-10-750.000	1100.03	46514	06/09/23
		00097 89041	Machinery & Equipment			
34895	06/01/23	Trash Removal May EJRP po	210-5-41-26-400.000	400.13	46518	06/09/23
		1719276	Contracted Services			
26400	01/30/23	FY24 Dues	210-1-00-00-120.000	244355.00	46519	06/09/23
		FY24 Dues	Prepaid Expenses			
07010	05/15/23	Non - Solar Accts. 04/12/	210-5-40-12-622.200	10414.09	46521	06/09/23
		051523NS	Streetlight Electricity			
07010	05/15/23	Non - Solar Accts. 04/12/	210-5-40-12-622.200	683.67	46521	06/09/23
		051523NS	Streetlight Electricity			
37715	05/24/23	EJRP Phone Contract FY24	210-1-00-00-120.000	302.00	46530	06/09/23
		42623	Prepaid Expenses			
38460	06/05/23	Straw Bales	210-5-30-12-431.000	73.62	46534	06/09/23
		35091	R&M Buildings & Grounds			
V9454	05/19/23	Jamie Uniform	210-5-40-12-612.000	135.00	46535	06/09/23
		3493432	Uniforms			
06675	05/31/23	Copier usage 4/18-5/17/23	210-5-35-10-442.000	7.77	46540	06/09/23
		IN551011	Rental Vehicles/Equip			
06675	05/31/23	Copier usage 4/18-5/17/23	210-5-35-10-442.000	63.53	46540	06/09/23
		IN551011	Rental Vehicles/Equip			
06675	05/31/23	Copier usage 4/18-5/17/23	210-5-40-12-442.000	0.86	46540	06/09/23
		IN551011	Rental Vehicles/Equip			
06675	05/31/23	Copier usage 4/18-5/17/23	210-5-10-10-442.000	85.42	46540	06/09/23
		IN551011	Rental Vehicles/Equip			

03:57 pm

Check Warrant Report # 17358 Current Prior Next FY Invoices For Fund (GENERAL FUND)

CDeLibac

For Check Acct 01 (GENERAL FUND) All check #s 06/09/23 To 06/09/23 &amp; Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V10729	05/23/23	OVERDRIVE INC Adult Collection 23165765	210-5-35-10-640.201 Adult Collection	32.00	46546	06/09/23
V10729	05/31/23	OVERDRIVE INC Adult Collection 23173961	210-5-35-10-640.201 Adult Collection	5.98	46546	06/09/23
23420	06/05/23	P & P SEPTIC SERVICE INC. Cascade Portolet June T599862	210-5-30-12-330.000 Professional Services	120.00	46548	06/09/23
V1775	06/07/23	PETTY CASH - SUSAN MCNAMA establish City Clerk cash 060723D	210-1-00-00-101.000 Petty Cash	150.00	46553	06/09/23
25140	05/19/23	PIKE INDUSTRIES INC Asphalt 1228209	210-5-40-12-605.000 Summer Construction Suppl	1297.32	46555	06/09/23
25140	05/30/23	PIKE INDUSTRIES INC Asphalt 1230251	210-5-40-12-451.000 Summer Construction Servi	370.88	46555	06/09/23
41015	05/30/23	PLAYAWAY PRODUCTS LLC J Collection 430405	210-5-35-10-640.202 Juvenile Collection	59.99	46556	06/09/23
24410	05/31/23	PRIORITY EXPRESS INC Postage/Delivery - 9 sto 80272322	210-5-35-10-560.000 Postage	204.38	46558	06/09/23
15360	06/04/23	PRO DRIVER TRAINING PW Training Class for CDL 1906	210-5-40-12-500.000 Training, Conf, Dues	4580.00	46559	06/09/23
37430	05/31/23	R R CHARLEBOIS INC Towing Service street swe RC81852	210-5-40-12-430.000 R&M Vehicles & Equipment	4345.86	46561	06/09/23
37430	05/24/23	R R CHARLEBOIS INC Batteries RC81853	210-5-25-10-430.000 R&M Vehicles & Equipment	1320.66	46561	06/09/23
22680	05/31/23	REDDITTA TA TANISHA M JOINT HOUSING COMMISSION HCTM54523	210-5-10-10-190.000 Board member Payments	25.00	46563	06/09/23
02320	05/31/23	REDMOND MARK JOINT HOUSING COMMISSION HCTM31523	210-5-10-10-190.000 Board member Payments	25.00	46564	06/09/23
18010	06/08/23	REYNOLDS & SON, INC. Lunar Batteries 3425693	210-5-25-10-750.000 Machinery & Equipment	450.00	46565	06/09/23
18010	06/08/23	REYNOLDS & SON, INC. Chain Saw Kits 3425722	210-5-25-10-750.000 Machinery & Equipment	929.00	46565	06/09/23
43275	06/01/23	RYCANDON MECHANICAL, INC. Brownell Water Fountain 14791	210-5-41-21-431.000 R&M Buildings & Grounds	399.00	46569	06/09/23
29835	05/22/23	SHERWIN-WILLIAMS Paint Exterior admin 30437	210-5-30-12-431.000 R&M Buildings & Grounds	68.23	46574	06/09/23
29835	05/22/23	SHERWIN-WILLIAMS Paint Mixer 30445	210-5-30-12-610.000 General Supplies	23.98	46574	06/09/23
29835	05/30/23	SHERWIN-WILLIAMS 5 Gal. ACETONE-5-SW 31369	210-5-40-12-572.000 Traffic Control	268.72	46574	06/09/23
29835	05/24/23	SHERWIN-WILLIAMS Paint supplies 42407	210-5-40-12-610.000 General Supplies	11.34	46574	06/09/23
12130	03/15/23	SMITH GABRIELLE JOINT HOUSING COMMISSION HCTM31523	210-5-10-10-190.000 Board member Payments	25.00	46578	06/09/23
12130	05/31/23	SMITH GABRIELLE JOINT HOUSING COMMISSION HCTM4523	210-5-10-10-190.000 Board member Payments	25.00	46578	06/09/23
14800	06/01/23	TECH GROUP INC Antivirus 200104	210-5-25-10-505.000 Tech. Subs, Licenses	64.00	46582	06/09/23
36130	05/18/23	VERIZON WIRELESS VSAT Verizon Village Shared Wo 9935164655	210-5-25-10-530.000 Communications	280.07	46590	06/09/23
36130	05/18/23	VERIZON WIRELESS VSAT Verizon Village Shared Wo 9935164655	210-5-40-12-530.000 Communications	40.01	46590	06/09/23

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
36130	05/19/23	Verizon ST Cell phone, 05 9935252190	210-5-40-12-530.000 Communications	192.56	46591	06/09/23
11935	05/24/23	repair work on dump truck 4525517	210-5-40-12-430.000 R&M Vehicles & Equipment	1496.48	46594	06/09/23
11935	05/24/23	JOHNSTON WHEEL ASSY NOZZL 4525547	210-5-40-12-430.000 R&M Vehicles & Equipment	706.00	46594	06/09/23
11935	05/24/23	BUYERS LIGHT BAR MINI LED 4525549	210-5-40-12-430.000 R&M Vehicles & Equipment	314.56	46594	06/09/23
23395	05/31/23	10" Hand Truck Wheel 516789	210-5-40-12-610.000 General Supplies	59.98	46595	06/09/23
30210	05/31/23	Finance Officers Training MAC20230469	210-5-13-10-500.000 Training, Conf, Dues	20.00	46596	06/09/23
V2377	05/22/23	Q32 Unemployment Insuranc REN035530Q3	210-5-13-10-250.000 Unemployment Insurance	1170.84	46597	06/09/23
V2377	05/22/23	Q32 Unemployment Insuranc REN035530Q3	210-5-40-12-250.000 Unemployment Insurance	177.40	46597	06/09/23
V2377	05/22/23	Q32 Unemployment Insuranc REN035530Q3	210-5-40-13-250.000 Unemployment Insurance	17.74	46597	06/09/23
V2380	05/04/22	Fire WC audit adjustments INTAR0002163	210-5-25-10-260.000 Workers Comp Insurance	767.00	46598	06/09/23
V2380	11/22/21	remaining balance for sho REN220195Q1A	210-5-40-12-260.000 Workers Comp Insurance	15.23	46599	06/09/23
V2380	11/22/21	remaining balance for sho REN220195Q1A	210-5-40-13-260.000 Workers Comp Insurance	3.14	46599	06/09/23
V2380	11/22/21	remaining balance for sho REN220195Q1A	210-5-13-10-260.000 Workers Comp Insurance	20.48	46599	06/09/23
V2380	11/22/21	remaining balance for sho REN220195Q1A	210-5-25-10-260.000 Workers Comp Insurance	28.10	46599	06/09/23
V2380	11/22/21	remaining balance for sho REN220195Q1A	210-5-40-12-520.000 Insurance	24.54	46599	06/09/23
V2380	11/22/21	remaining balance for sho REN220195Q1A	210-5-13-10-520.000 Insurance	111.79	46599	06/09/23
V2380	11/22/21	remaining balance for sho REN220195Q1A	210-5-13-10-520.000 Insurance	17.24	46599	06/09/23
V2380	02/20/23	City PACIF Q2 REN230195Q2	210-5-40-12-260.000 Workers Comp Insurance	2611.82	46600	06/09/23
V2380	02/20/23	City PACIF Q2 REN230195Q2	210-5-40-13-260.000 Workers Comp Insurance	538.83	46600	06/09/23
V2380	02/20/23	City PACIF Q2 REN230195Q2	210-5-13-10-260.000 Workers Comp Insurance	2047.10	46600	06/09/23
V2380	02/20/23	City PACIF Q2 REN230195Q2	210-5-13-10-260.000 Workers Comp Insurance	1466.48	46600	06/09/23
V2380	02/20/23	City PACIF Q2 REN230195Q2	210-5-25-10-260.000 Workers Comp Insurance	3951.50	46600	06/09/23
V2380	02/20/23	City PACIF Q2 REN230195Q2	210-5-13-10-520.000 Insurance	19190.78	46600	06/09/23
V2380	02/20/23	City PACIF Q2 REN230195Q2	210-5-13-10-520.000 Insurance	3088.84	46600	06/09/23
V2380	02/20/23	City PACIF Q2 REN230195Q2	210-5-40-12-520.000 Insurance	3949.11	46600	06/09/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V2380	05/15/23	City PACIF insurance Q3 REN230195Q3	210-1-00-00-120.001 Prepaid Insurance	64222.75	46600	06/09/23
V24377	05/29/23	Adult programs VTFOLK 0623	210-5-35-10-840.201 Adult Programs	200.00	46602	06/09/23
29825	05/23/23	04/19/23 - 05/18/23 23317	210-5-40-12-621.000 Natural Gas/Heating	101.54	46605	06/09/23
29825	05/23/23	04/19/23 - 05/18/23 23317	210-5-41-21-621.000 Natural Gas/Heating	364.24	46605	06/09/23
29825	05/23/23	04/19/23 - 05/18/23 23317	210-5-41-20-621.000 Natural Gas/Heating	239.10	46605	06/09/23
29825	05/23/23	04/19/23 - 05/18/23 23317	210-5-41-22-621.000 Natural Gas/Heating	86.46	46605	06/09/23
29825	05/23/23	04/19/23 - 05/18/23 23317	210-5-41-23-621.000 Natural Gas/Heating	246.02	46605	06/09/23
34580	05/26/23	VTGFOA summer workshop Ma Jun2313	210-5-13-10-500.000 Training, Conf, Dues	95.00	46607	06/09/23
24520	06/02/23	EJRP RecTrac Contract FY2 VS008580	210-1-00-00-120.000 Prepaid Expenses	10773.00	46610	06/09/23
17425	06/09/23	Payroll Transfer PR-06/09/23	210-2-00-00-210.004 Retirement Payable	50.00	6092301	06/09/23
V1160	06/09/23	Payroll Transfer PR-06/09/23	210-2-00-00-210.004 Retirement Payable	2477.83	6092302	06/09/23
V1161	06/09/23	Payroll Transfer PR-06/09/23	210-2-00-00-210.004 Retirement Payable	5138.32	6092303	06/09/23
03280	06/01/23	Brickyard rd culvert cons 052523D	230-5-40-13-895.830 BC2058 Brickyard Culvert	40753.40	46503	06/09/23
244635	04/24/23	Stormwater Permit Crescen PT4T3XVYVW7	230-5-16-10-890.824 Cres. Connector	384.00	46510	06/09/23
15380	06/02/23	18 River Road credit Bill 1023022001	254-1-00-00-115.002 AR Water/Sewer Customers	378.26	46465	06/09/23
33850	05/02/23	ROW rent 9500250547	254-5-54-20-441.000 Rental Land/Buildings	50.00	46482	06/09/23
07010	05/15/23	Non - Solar Accts. 04/12/ 051523NS	254-5-54-20-622.000 Electricity	62.32	46521	06/09/23
36130	05/19/23	Verizon ST Cell phone, 05 9935252190	254-5-54-20-530.000 Communications	176.80	46591	06/09/23
V2377	05/22/23	Q32 Unemployment Insuranc REN035530Q3	254-5-54-20-250.000 Unemployment Insurance	70.96	46597	06/09/23
V2380	11/22/21	remaining balance for sho REN220195Q1A	254-5-54-20-260.000 Workers Comp Insurance	9.12	46599	06/09/23
V2380	11/22/21	remaining balance for sho REN220195Q1A	254-5-54-20-520.000 Insurance	3.60	46599	06/09/23
V2380	02/20/23	City PACIF Q2 REN230195Q2	254-5-54-20-260.000 Workers Comp Insurance	1564.44	46600	06/09/23
V2380	02/20/23	City PACIF Q2 REN230195Q2	254-5-54-20-520.000 Insurance	589.77	46600	06/09/23
29825	05/23/23	04/19/23 - 05/18/23 23317	254-5-54-20-621.000 Natural Gas/Heating	81.50	46605	06/09/23
06870	05/31/23	Constituent Monitoring 23 447952	255-5-55-30-340.000 Technical Services	50.00	46502	06/09/23



Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
04640	02/28/23	Credit memo	VTBUR317882	255-5-55-30-570.000 Other Purchased Services	-35.50	46508	06/09/23
21845	05/18/23	WWTF Credit Card 04/18-05	0481 0523	255-5-55-30-570.000 Other Purchased Services	198.00	46511	06/09/23
21845	05/18/23	WWTF Credit Card 04/18-05	0481 0523	255-5-55-30-500.000 Training, Conf, Dues	116.00	46511	06/09/23
21845	05/18/23	WWTF Credit Card 04/18-05	0481 0523	255-5-55-30-570.000 Other Purchased Services	-198.00	46511	06/09/23
21845	05/18/23	WWTF Credit Card 04/18-05	0481 0523	255-5-55-30-505.000 Tech. Subs, Licenses	51.00	46511	06/09/23
07010	05/22/23	39 Cascade 04/18/23- 05/1	0523 Cascade	255-5-55-30-622.000 Electricity	10721.23	46522	06/09/23
V1093	05/31/23	Sodium Bisulfite Solution	21466	255-5-55-30-619.000 Chemicals	4620.00	46525	06/09/23
06675	05/31/23	Copier usage 4/18-5/17/23	IN551011	255-5-55-30-442.000 Rental Vehicles/Equip	27.70	46540	06/09/23
19325	06/01/23	Monthly billing for June	19838	255-5-55-30-340.000 Technical Services	690.00	46544	06/09/23
03180	04/19/23	IDP-MINIMON, FIRE ALARM S	22893	255-5-55-30-570.000 Other Purchased Services	435.95	46570	06/09/23
36130	05/18/23	TOWN CELL SERVICE	9935160779	255-5-55-30-570.000 Other Purchased Services	40.01	46589	06/09/23
36130	05/18/23	Verizon Village Shared Wo	9935164655	255-5-55-30-530.000 Communications	186.08	46590	06/09/23
V2377	05/22/23	Q32 Unemployment Insuranc	REN035530Q3	255-5-55-30-250.000 Unemployment Insurance	266.10	46597	06/09/23
V2380	11/22/21	remaining balance for sho	REN220195Q1A	255-5-55-30-260.000 Workers Comp Insurance	26.25	46599	06/09/23
V2380	11/22/21	remaining balance for sho	REN220195Q1A	255-5-55-30-520.000 Insurance	64.95	46599	06/09/23
V2380	02/20/23	City PACIF Q2	REN230195Q2	255-5-55-30-260.000 Workers Comp Insurance	4502.50	46600	06/09/23
V2380	02/20/23	City PACIF Q2	REN230195Q2	255-5-55-30-520.000 Insurance	10945.52	46600	06/09/23
29825	05/23/23	04/19/23 - 05/18/23	23317	255-5-55-30-621.000 Natural Gas/Heating	1193.79	46605	06/09/23
33850	06/01/23	ROW rent	9500251494	256-5-56-40-441.000 Rental Land/Buildings	50.00	46482	06/09/23
24785	05/24/23	River Maple 3 way valves	9718965768	256-5-56-40-431.000 R&M Buildings & Grounds	767.62	46520	06/09/23
07010	05/15/23	Non - Solar Accts. 04/12/	051523NS	256-5-56-40-622.000 Electricity	419.63	46521	06/09/23
11555	05/17/23	CREDIT FOR INVOICE #23525	235453	256-5-56-70-722.004 South St PS Pump	-8079.40	46568	06/09/23
11555	05/17/23	REINVOICING FOR INVOICE 2	235454	256-5-56-70-722.004 South St PS Pump	3434.44	46568	06/09/23
11555	05/17/23	debit for refund check in		256-5-56-70-722.004 South St PS Pump	4644.96	46568	06/09/23
36130	05/23/23	4/24/23-05-23-23 PS Commu	9935673154	256-5-56-40-434.001 Susie Wilson PS Costs	77.60	46592	06/09/23

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
36130	VERIZON WIRELESS VSAT	05/23/23	4/24/23-05-23-23 PS Commu 9935673154	256-5-56-40-434.002 West Street PS Costs	77.60	46592	06/09/23
36130	VERIZON WIRELESS VSAT	05/23/23	4/24/23-05-23-23 PS Commu 9935673154	256-5-56-40-431.000 R&M Buildings & Grounds	301.26	46592	06/09/23
V2377	VLCT EMPLOYMENT RESOURCE	05/22/23	Q32 Unemployment Insuranc REN035530Q3	256-5-56-40-250.000 Unemployment Insurance	70.96	46597	06/09/23
V2380	VLCT PACIF	11/22/21	remaining balance for sho REN220195Q1A	256-5-56-40-260.000 Workers Comp Insurance	8.35	46599	06/09/23
V2380	VLCT PACIF	11/22/21	remaining balance for sho REN220195Q1A	256-5-56-40-520.000 Insurance	2.77	46599	06/09/23
V2380	VLCT PACIF	02/20/23	City PACIF Q2 REN230195Q2	256-5-56-40-260.000 Workers Comp Insurance	1431.59	46600	06/09/23
V2380	VLCT PACIF	02/20/23	City PACIF Q2 REN230195Q2	256-5-56-40-520.000 Insurance	464.23	46600	06/09/23
29825	VT GAS SYSTEMS	05/23/23	04/19/23 - 05/18/23 23317	256-5-56-40-434.001 Susie Wilson PS Costs	43.48	46605	06/09/23
29825	VT GAS SYSTEMS	05/23/23	04/19/23 - 05/18/23 23317	256-5-56-40-434.002 West Street PS Costs	44.44	46605	06/09/23
29825	VT GAS SYSTEMS	05/23/23	04/19/23 - 05/18/23 23317	256-5-56-40-621.000 Natural Gas/Heating	74.05	46605	06/09/23
40565	BARTLETT DEANNA	05/25/23	yoga SC May 053023D	258-5-33-13-830.000 Regular Programs	160.00	46473	06/09/23
17895	CLEAN NEST	05/31/23	City Cleaning May 13038 523	258-5-33-13-330.000 Professional Services	216.66	46483	06/09/23
06675	NATIONAL BUSINESS TECHNOL	05/31/23	Copier usage 4/18-5/17/23 IN551011	258-5-33-13-442.000 Rental Vehicles/Equip	24.37	46540	06/09/23
15335	NUTMEG GAMING & BINGO PRO	05/18/23	Bingo Supplies 47287	258-5-33-13-830.000 Regular Programs	61.38	46543	06/09/23
43325	PROFESSIONAL FOODS PROGRA	05/24/23	Soup 6229419	258-5-33-13-830.000 Regular Programs	97.00	46560	06/09/23
07565	W B MASON CO INC	05/05/23	May office supplies C1305527 052	258-5-33-13-610.000 General Supplies	31.96	46612	06/09/23
37985	A T & T MOBILITY	05/23/23	TOWN CELL PHONES 869X06012023	259-5-30-14-330.000 Professional Services	39.98	46466	06/09/23
07305	AIRGAS USA LLC	05/31/23	Pool Chemicals 9997089803	259-5-30-11-431.000 R&M Buildings & Grounds	71.08	46467	06/09/23
15395	ALBEE AARON T	06/06/23	Sticks And Stones 7/4 DEP 060623D	259-1-00-00-120.000 Prepaid Expenses	500.00	46468	06/09/23
25370	BOUNCE AROUND VT	07/04/23	July 4th PrePay FY24 070423D	259-1-00-00-120.000 Prepaid Expenses	4075.00	46475	06/09/23
17895	CLEAN NEST	05/31/23	EJRP May Cleaning 13036	259-5-30-15-330.000 Professional Services	1892.00	46483	06/09/23
02800	DISCOUNT SCHOOL SUPPLY IN	05/27/23	Preschool Supplies P42216320101	259-5-30-16-610.000 General Supplies	291.76	46495	06/09/23
27810	DOCNETWORK INC	07/06/23	Camp Doc July Prepay FY24 2314625	259-5-30-15-330.000 Professional Services	81.25	46496	06/09/23
29970	EAST COAST ICE	06/03/23	RK Summit Field Trip 1047	259-5-30-15-580.000 Travel	237.25	46501	06/09/23
20680	EPIC DRIVING LLC	05/25/23	Spring Drivers Ed 284	259-5-30-14-330.000 Professional Services	15300.00	46504	06/09/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
04330	05/26/23	EWSD CHILD NUTRITION April Vac Camp Meals 3165	259-5-30-15-610.000 General Supplies	1696.50	46506	06/09/23
44980	06/01/23	FACE MANIA July 4 Event PrePay FY24 2022783	259-1-00-00-120.000 Prepaid Expenses	1350.00	46507	06/09/23
04640	05/23/23	FASTENAL INDUSTRIAL & CON Camp Ice Packs VTBUR320083	259-5-30-17-610.000 General Supplies	254.44	46508	06/09/23
25325	05/30/20	FILLION ASSOCIATES, INC Pool Chemicals 33886	259-5-30-11-431.000 R&M Buildings & Grounds	57.18	46509	06/09/23
20315	05/10/23	JERICO UNDERHILL PARK DI Reach Field Trip FY24 051023D	259-5-30-17-330.000 Professional Services	100.00	46533	06/09/23
06675	05/31/23	NATIONAL BUSINESS TECHNOL Copier usage 4/18-5/17/23 IN551011	259-5-30-10-442.000 Rental Vehicles/Equip	0.37	46540	06/09/23
06675	05/31/23	NATIONAL BUSINESS TECHNOL Copier usage 4/18-5/17/23 IN551011	259-5-30-10-442.000 Rental Vehicles/Equip	176.15	46540	06/09/23
25640	05/23/23	PELKEY'S ARCHERY INC RK Westford Field Trip 233105	259-5-30-15-580.000 Travel	473.58	46550	06/09/23
29425	05/30/23	PERFORMANCE FOOD SERVICE RK Summit Snack 865293	259-5-30-15-610.000 General Supplies	192.29	46551	06/09/23
29425	05/31/23	PERFORMANCE FOOD SERVICE RK Hiawatha Snack 866566	259-5-30-15-610.000 General Supplies	118.66	46551	06/09/23
29425	05/31/23	PERFORMANCE FOOD SERVICE RK Fleming Snack 866729	259-5-30-15-610.000 General Supplies	147.91	46551	06/09/23
29425	06/01/23	PERFORMANCE FOOD SERVICE RK S/H K Snack 867271	259-5-30-15-610.000 General Supplies	92.19	46551	06/09/23
29425	06/01/23	PERFORMANCE FOOD SERVICE RK MSP EES Snack 867294	259-5-30-15-610.000 General Supplies	180.86	46551	06/09/23
29425	06/05/23	PERFORMANCE FOOD SERVICE RK EES Snack 869007	259-5-30-15-610.000 General Supplies	165.71	46551	06/09/23
29425	06/05/23	PERFORMANCE FOOD SERVICE RK Hiawatha Snack 869250	259-5-30-15-610.000 General Supplies	154.02	46551	06/09/23
29425	06/07/23	PERFORMANCE FOOD SERVICE RK Westford Snack 870901	259-5-30-15-610.000 General Supplies	92.19	46551	06/09/23
25395	05/26/23	POOL WORLD INC Pool Chemicals 256609	259-5-30-11-431.000 R&M Buildings & Grounds	96.93	46557	06/09/23
20620	06/05/23	RASCO LAURA Playgroup May 060523D	259-5-30-14-330.000 Professional Services	270.00	46562	06/09/23
43275	06/01/23	RYCANDON MECHANICAL, INC. Camp Room Heat Pump 14790	259-5-30-17-330.000 Professional Services	4850.00	46569	06/09/23
10435	05/19/23	SCREENMYLOGO.COM Staff Shirts 20014	259-5-30-11-610.000 General Supplies	389.85	46572	06/09/23
10435	05/19/23	SCREENMYLOGO.COM Staff Shirts 20014	259-5-30-17-610.000 General Supplies	2209.15	46572	06/09/23
10435	05/25/23	SCREENMYLOGO.COM Camp Discovery Shirts 20027	259-5-30-17-610.000 General Supplies	1338.50	46572	06/09/23
10435	05/25/23	SCREENMYLOGO.COM Camp REACH Shirts 20028	259-5-30-17-610.000 General Supplies	2102.75	46572	06/09/23
10435	06/01/23	SCREENMYLOGO.COM Pool Staff Shirts 20040	259-5-30-11-610.000 General Supplies	528.00	46572	06/09/23
10435	06/01/23	SCREENMYLOGO.COM CMS Shirts 20041	259-5-30-15-610.000 General Supplies	2234.00	46572	06/09/23

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
10435	06/01/23	SCREENMYLOGO.COM Camp STAR Shirts 20042	259-5-30-15-610.000 General Supplies	1044.50	46572	06/09/23
19295	05/24/23	SOLO WFA May 20-21 0524235	259-5-30-14-330.000 Professional Services	1004.41	46579	06/09/23
14695	02/13/23	THE BIG BLUE TRUNK July 4 Event PrePay FY24 2478A	259-1-00-00-120.000 Prepaid Expenses	1325.00	46583	06/09/23
15400	06/03/23	THE PORTABLE MINI GOLF CO 7/4 Event FY24 Prepay 0000232	259-5-30-14-330.000 Professional Services	475.00	46584	06/09/23
36130	05/18/23	VERIZON WIRELESS VSAT Verizon Village Shared Wo 9935164655	259-5-30-16-610.000 General Supplies	65.36	46590	06/09/23
25315	05/06/23	VESPA'S PIZZA PASTA & DEL RK EES Pizza 050623D	259-5-30-15-610.000 General Supplies	60.00	46593	06/09/23
25315	06/05/23	VESPA'S PIZZA PASTA & DEL RK Summit Pizza 060523D	259-5-30-15-610.000 General Supplies	106.00	46593	06/09/23
23395	05/31/23	VILLAGE HARDWARE - WILLIS RK MSP EES Supplies 516788	259-5-30-15-610.000 General Supplies	59.17	46595	06/09/23
V2380	11/22/21	VLCT PACIF remaining balance for sho REN220195Q1A	259-5-30-10-260.000 Workers Comp Insurance	45.94	46599	06/09/23
V2380	02/20/23	VLCT PACIF City PACIF Q2 REN230195Q2	259-5-30-10-260.000 Workers Comp Insurance	7880.24	46600	06/09/23
15390	04/14/23	VT AUDIO VISUAL 7/4 Event Audio Visual PR 40721	259-1-00-00-120.000 Prepaid Expenses	2820.00	46601	06/09/23
31370	04/03/23	VT TENT CO INC Parade Tent Final Pymt 912065A	259-5-30-14-850.150 Memorial Day Parade	229.30	46611	06/09/23
Report Total				546666.38		

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 \$ \*\*\*546,666.38

Let this be your order for the payments of these amounts.

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**CITY OF ESSEX JUNCTION  
CITY COUNCIL  
REGULAR MEETING  
MINUTES OF MEETING  
May 24, 2023**

**COUNCILORS PRESENT:** Raj Chawla, President; Amber Thibeault, Vice President; Marcus Certa, Clerk; Andrew Brown, Elaine Haney.

**ADMINISTRATION:** Regina Mahony, City Manager; Chelsea Mandigo, Water Quality Superintendent; Jess Morris, Finance Director; Ashley Snellenberger, Communications & Strategic Initiatives Director; Chris Yuen, Community Development Director.

**OTHERS PRESENT:** Dan Kerin, Jeffrey Kerschner, Ken, RSM.

1. **CALL TO ORDER**

Councilor Chawla called the meeting to order at 6:30 PM.

2. **AGENDA ADDITIONS/CHANGES**

None.

3. **APPROVE AGENDA**

No approval needed.

4. **PUBLIC TO BE HEARD**

a. Comments from public on items not on the agenda

None.

5. **BUSINESS ITEMS**

a. Discussion of Community Vision & Strategic Action Plan RFP

Communications & Strategic Initiatives Director Snellenberger said this is the result of feedback from the draft RFP discussed at a City Council meeting in April. She said she incorporated that feedback into a revised draft RFP for discussion tonight. She said that she would also like the City Council to select one or two of its members to be on the consultant selection committee and help out with the initial stages of the RFP process.

Councilors provided feedback on the revised draft RFP. Councilor Haney suggested that the RFP scope of work reference the six Heart & Soul values that were previously identified by the community and included in the Comprehensive Plan. Councilor Brown suggested that the evaluation criteria be revised to include more of an emphasis on engaging underrepresented populations and obtaining feedback from a representative sample of the community. Councilor Chawla suggested also involving boards and committees as well as City Councilors in this work. Councilors Brown and Certa volunteered to serve on the selection committee.

b. Discussion and Consideration of Large Water User Rate Policy & Warn Public Hearing

Finance Director Morris noted that the City has a policy that defines the process for setting the large water user rate that was developed in 2008, which states that two public hearings need to be held to establish rate changes. She said that the City's only large water user is Global Foundries and that they are amenable to modifying that policy to only require one public hearing. She requested that the Council approve this change and modify the schedule such that the public hearing on this topic is on June 28, 2023.

53 Councilors provided feedback on this proposed change. Councilor Certa asked how this particular public  
54 hearing would impact the community and from whom the City is soliciting feedback at the public hearing.  
55 Finance Director Morris replied that this hearing and change would affect one user (Global Foundries)  
56 but that it does have impacts for other ratepayers, as the calculation of water rates includes the large  
57 users and other users. She also noted that the rate is part of the entire budget process and is presented  
58 to the public and ratepayers prior to this proposed public hearing.  
59

60 **ANDREW BROWN made a motion, seconded by AMBER THIBEAULT, that the Council warn the**  
61 **large water user rate public hearing for June 28, 2023. The motion passed 5-0.**  
62

63 **ANDREW BROWN made a motion, seconded by AMBER THIBEAULT, that the Council approve**  
64 **the revised Large Volume Water User Rate Setting Policy as amended. The motion passed 5-0.**  
65

66 c. Discussion and Consideration of Land Development Code Amendments: Sewer Connection Fees  
67 City Manager Mahony began by noting that the City is proposing to take the fee schedule out of the LDC  
68 so that it is a separate document and is easier to amend. She said that this first agenda item on the LDC  
69 is a new topic and did not come from the Planning Commission in their set of amendments on the LDC.  
70

71 Water Quality Superintendent Mandigo spoke about this particular amendment (to sewer connection  
72 fees) in more detail. She said that after examining surrounding municipalities' sewer connection fees  
73 and fee methodologies, the City has determined that there are missed opportunities in terms of revenue-  
74 boosting, as the City's connection fees are lower than those of other neighboring municipalities and the  
75 City does not assess fees based on gallons used per day. She said that this is also timely given that a  
76 number of development projects will be located on Pearl Street and will use the West Street pump  
77 station, which needs replacement in the next five years. She outlined two proposed options for updating  
78 the fee methodology, which include using an average of the Williston/Essex rates or using rates  
79 established by averages for other surrounding municipalities. Councilor Chawla noted that part of this is  
80 due to the fact that the City's sewer allocation is finite and that a number of large developments will be  
81 coming online that will take a large chunk of that allocation and will result in more frequent wear and tear  
82 on existing infrastructure.  
83

84 Councilors provided feedback on the proposed options. Councilor Certa asked whether staff felt this  
85 would encourage or negatively impact development. City Manager Mahony said that at this stage,  
86 development is not impacted by sewer allocation fees and that the City should be collecting fees based  
87 on its capital needs. Councilor Haney asked whether charging more would disincentivize residents from  
88 expanding their dwellings' footprints through the construction of Accessory Dwelling Units (ADUs) and  
89 whether the lower rate could be maintained for residential-only. Water Quality Superintendent Mandigo  
90 said that a lower rate could be charged for residential-only. Councilor Chawla asked if there are  
91 significant differences between how Williston operates and develops its rates and how the City would if  
92 it is looking to adopt similar approaches to its rate development. Water Quality Superintendent Mandigo  
93 replied that she feels confident that the data the City is looking at from Williston is a good fit for the City.  
94

95 **ANDREW BROWN made a motion, seconded by AMBER THIBEAULT, that the City Council**  
96 **authorize staff to amend the sewer connection fee to be a rate of \$7.19 X gallon/day and create**  
97 **an allocation fee of \$12.80 X gallon/day as part of the current LDC changes. The motion passed**  
98 **4-1 (Councilor Certa dissenting).**  
99

100 d. Discussion and Consideration of Land Development Code Amendments & Warn a Public Hearing  
101 Community Development Director Yuen discussed various amendments to the LDC. He noted that staff  
102 had asked the City Council to consider LDC amendments at its May 10, 2023, meeting in addition to

103 those that were approved by the Planning Commission in August of 2022. The May 10 amendments  
104 were to: reinstate conceptual plan review for Planned Unit Developments (PUDs), make minor changes  
105 to the lighting section of the LDC around pedestrian path lighting, make changes to the sewer allocation  
106 section of the LDC, and clarify bicycle parking requirements.

107  
108 Community Development Director Yuen also noted that there are additional LDC amendments that are  
109 the result of the passage of S.100 at the State level and that these amendments include changes  
110 pertaining to allowing fourplexes as well as creating additional affordable housing density and height  
111 bonuses of 40% and one additional story, respectively. Councilor Chawla asked that ancillary impacts  
112 of the fourplex requirement be examined, such as additional dumpster requirements and parking issues.  
113 Community Development Director Yuen said that parking requirements would still need to be met,  
114 regardless of the number of units in a building. Councilor Brown said that he would like to amend the  
115 Village Center height requirements to allow for a maximum of six stories (which in turn could be seven  
116 stories with the affordable housing height bonus). Councilor Haney said that she is not in favor of  
117 allowing this additional height allowance and that it could have traffic, infrastructure, and congestion  
118 impacts. Councilor Chawla said he is concerned about how any of these big changes would impact the  
119 houses and residences along the borders of these zoning districts. He said that further analysis in more  
120 detail of the impacts of increased density on neighborhoods would be extremely important and that there  
121 is funding that could become available through the Transit Oriented Development (TOD) work to conduct  
122 these analyses. The Council discussed whether to include the density/height bonuses in its current  
123 round of amendments or whether it will take no action now (and pursue an additional amendment to  
124 meet this requirement by December 1, 2024). Councilor Haney said that this change is significant  
125 enough to warrant additional public input before it is included as an amendment. City Manager Mahony  
126 advised including it now, as the timeline for making separate amendments is long. The Council decided  
127 to include the provision for one extra story as a bonus in its current LDC amendments.

128  
129 Community Development Director Yuen provided an overview of amendments that were included in the  
130 original LDC amendment package but will now be required through S.100 to comply with State statute.  
131 These include minimum parking requirements of one space per unit for any district served by municipal  
132 water and sewer (with which the current LDC amendments already comply) and ADU requirements that  
133 allow them to be up to 30% of the habitable floor space or 900 sq. ft. of the related single-family dwelling  
134 (with which the current LDC amendments also already comply).

135  
136 Community Development Director Yuen also updated the Council on research he had conducted on  
137 drive-through facilities, which came from a request at the May 10<sup>th</sup> meeting. He noted that drive-through  
138 banks are permitted in the Village Center district and that drive-through restaurants are allowed in the  
139 Highway-Arterial District and the Transit-Oriented Development District. He said that the City Council  
140 should provide direction on the future of the topic. Councilor Haney suggested maintaining the status  
141 quo and not allowing more drive-throughs in the Village Center. Councilor Chawla said that drive-  
142 throughs are not conducive to higher walking and higher-density areas. He said it may be good for the  
143 Planning Commission to reexamine this issue. Councilor Certa expressed support for asking the  
144 Planning Commission to reexamine this. The Council expressed support for disallowing drive-throughs  
145 in the Village Center district (and grandfathering in existing drive-throughs) and asking the Planning  
146 Commission to examine the issue of drive-throughs in other districts.

147  
148 Community Development Director Yuen spoke about the LDC amendment that would remove the 15-  
149 foot buffer between multi-family and single-family uses in the Village Center district. The Council agreed  
150 with this proposed change.  
151

152 Community Development Director Yuen then noted that lot coverage requirements can be a limiting  
153 factor for development, even if additional dwelling units are now being allowed in the R1 and R2 zoning  
154 districts. He noted that the current LDC amendments would keep lot coverage requirement maximums  
155 at 40% while increasing the maximum lot coverage for buildings from 25% to 30%. He said that the  
156 Council could consider maintaining the amendments as written or could increase the maximum lot  
157 coverage requirements to 50% in the R2 district, which would mirror how Winooski approaches its lot  
158 coverage requirements. Councilor Chawla said that increasing this requirement could incentivize the  
159 development that the City is looking to encourage. Councilor Brown suggested continuing with the  
160 amendments as written by the Planning Commission and waiting for the Transit Oriented Design grant  
161 to help inform future decisions.

162  
163 The Council discussed public engagement and education, recommending that staff develop material on  
164 how the S.100 LDC changes will impact residents and the community.

165  
166 RSM spoke about density, noting that if the City pursues higher density in the Village Center, it needs  
167 to also ensure that there are basic amenities (such as grocery stores) within walking distance.

168  
169 Councilor Thibeault provided friendly amendments to the public hearing notice related to the LDC  
170 amendments.

171  
172 **ANDREW BROWN made a motion, seconded by MARCUS CERTA, that the City Council approve**  
173 **the additional changes to the Land Development Code Amendments as discussed. The motion**  
174 **passed 5-0.**

175  
176 **ANDREW BROWN made a motion, seconded by ELAINE HANEY, that the City Council warn a**  
177 **Public Hearing on the LDC Amendments for June 14, 2023, at 6:30 pm. The motion passed 5-0.**

178  
179 e. Discussion and Consideration of Regional Committee Appointments

180 City Manager Mahony noted that there are a number of regional boards with City representation and  
181 that some of them will need to be re-appointed shortly. Regional committees include the Chittenden  
182 County Communications Union District, the Chittenden County Regional Planning Commission, the  
183 Chittenden Solid Waste District, Green Mountain Transit, Town Meeting TV, the Champlain Water  
184 District, and the Winooski Valley Parks District. More locally focused committees with City representation  
185 also include the Tri-Town Committee on Sewage and the Capital Program Review Committee. Further,  
186 there are two CCRPC committees that also need representation, including the Transportation Advisory  
187 Committee and the Clean Water Advisory Committee. Councilor Thibeault suggested posting the  
188 Communications Union District position in order to free up bandwidth for City Manager Mahony, and  
189 Councilor Haney recommended advertising the Winooski Valley Park District position at the Bike/Walk  
190 Advisory Committee and other committees to drum up any interest.

191  
192 **RAJ CHAWLA made a motion, seconded by ANDREW BROWN, that the Council appoint the**  
193 **following positions: • Chittenden County Regional Planning Commission: Elaine Haney as**  
194 **Representative and Dan Kerin as Alternate; Chris Yuen to the Transportation Advisory**  
195 **Committee; and Chelsea Mandigo to the Clean Water Advisory Committee. • Town Meeting TV:**  
196 **Amber Thibeault as Representative and Marcus Certa as Alternate. The motion passed 5-0.**

197  
198 6. **CONSENT AGENDA**

- 199 a. Approve Check Warrants #17354 (05/12/23)  
200 b. Approve Minutes: May 10, 2023  
201 c. Acting as the Liquor Control Commission: Liquor License Approvals



- d. Annual Appointments of City Clerk, City Attorney, and Audit Firm
- e. Concurrence with the Intersection of Susie Wilson Road & Rte 15 Improvement
- f. Champlain Valley Gem, Mineral, and Fossil Show Banner Application
- g. Block Party Application Hiawatha Ave

**ELAINE HANEY made a motion, seconded by ANDREW BROWN, to approve the consent agenda as presented. The motion passed 5-0.**

7. **READING FILE**

- a. Council & Manager member comments: City Manager Mahony acknowledged the bad condition of the West Street extension sidewalk and said that the City would conduct some interim repairs and a more in-depth sidewalk inventory, which will be given to the Capital Planning Review Committee and prioritized. She also noted that the City received a \$17,000 settlement check from Monsanto, which they will use for stormwater utility consulting services. She noted that the Memorial Day parade will start at 10:00 AM on May 29<sup>th</sup>. She noted a new program on Town Meeting TV called Junction City News, which will occur every fourth Monday at 5:25 PM. She provided an update on staff vacancies and recruitment. She noted that the motel voucher program will be ending on July 1. Councilor Chawla asked the Council to be thinking about how the City can offer transitional assistance during this time as that program sunsets.
- b. April 2023 Financial Reports
- c. Juneteenth Flyer
- d. Planning Commission: May 4, 2023
- e. Bike/Walk Advisory Committee: May 15, 2023
- f. Tree Advisory Committee: April 18, 2023; May 16, 2023

8. **EXECUTIVE SESSION**

- a. None anticipated

9. **ADJOURN**

**ANDREW BROWN made a motion, seconded by MARCUS CERTA, to adjourn the meeting. The motion passed 5-0 at 9:23 P.M.**

Respectfully Submitted,  
Amy Coonrad

## **Town of Essex and City of Essex Junction Municipal-wide Reappraisal of Real Property 2023-2025**

The Town of Essex (“Town”) and City of Essex Junction (“City”) have begun the initial steps in starting a municipal-wide reappraisal of all real property.

Every year, the State of Vermont Department of Taxes conducts an Equalization Study with every municipality. The Equalization Study’s purpose is to assess how close the grand list assessed values compare to 100% of Fair Market Value – which is derived from the past three years property sales history. The Equalization Study relies upon two qualifying factors, the CLA and COD:

The **Common Level of Appraisal (CLA)** is a statistic that measures the general status of the valuations of property in a grand list. It is a measure of how close a municipality’s local assessments are to 100% of Fair Market Value. The CLA is used to equalize education taxes statewide with the goal of having properties of equal value pay equal amounts of school taxes. Vermont municipalities must reappraise the properties in their town/city when the CLA ratio falls below 85% or rises above 115% (32 V.S.A § 4041(a)). A town’s/city’s CLA has no effect on the amount of property taxes owed on the town/city portion of a property tax bill. In Vermont law, it is “the ratio-of the aggregate value of local education property tax Grand List to the aggregate value of the equalized education property tax Grand List.” (32 V.S.A. § 5401(3)). In Essex, the current CLA is 78.35%, meaning that on average Essex properties are 21.65% lower than 100% or market value. Staying as close to 100% is the target and we want to stay as close to that as possible for as long as possible. As the market inevitably shifts, it becomes more important that we maintain equity than attempt to capture current Fair Market Value – hence the Coefficient of Dispersion measure as described by the following.

Equity between the valuation of property is tracked by the State of Vermont in a % statistic called the **Coefficient of Dispersion (COD)**. The COD tells us the equity of the valuations for all property in the Town and City. A COD below 10% is considered good, but as the number approaches 20% it can trigger a mandatory reappraisal order from the State of Vermont.

For example, the COD figure could rise if properties at or below \$300,000 are consistently selling for less than the grand list assessment and, conversely, properties above \$600,000 are consistently selling for more than the grand list assessment. In this sequence a case can be made that properties assessed at \$300,000 or less may be overvalued while properties assessed at \$600,000 or more may be undervalued. This is just an example as the valuation threshold could encompass any home value. It should also not be assumed that all properties within these sections are subject to inequity issues with valuations. Again, this statistic is used to measure the disparity in equity of the Grand List based on recent valid sales data. Currently, the COD for Essex is 11.83%.

### **FACTS:**

CLA: 78.35%

COD: 11.83%

Educational Equalized Grand List 2021: \$3,478,584,505

Last Municipal-wide reappraisal: 2007

Following is the Town of Essex and City of Essex Junction Educational Equalized Grand List History since the last reappraisal:

<b>Years (2007-2021)</b>	<b>Educational Equalized Grand List (\$) Value</b>	<b>CLA (%)</b>	<b>COD (%)</b>
2007 Essex Junction	978,833,740	102.28	7.95
2007 Essex Town	1,227,076,106	102.32	7.95
2008 Essex Junction	1,022,601,271	98.78	5.52
2008 Essex Town	1,290,981,196	98.31	5.52
2009 Essex Junction	1,034,967,968	98.58	5.76
2009 Essex Town	1,312,250,122	98.23	5.76
2010 Essex Junction	1,029,128,924	99.76	6.16
2010 Essex Town	1,302,735,099	99.79	6.16
2011 Essex Junction	1,025,211,422	100.99	5.90
2011 Essex Town	1,295,886,563	101.10	5.90
2012 Essex Junction	1,036,117,021	100.96	5.53
2012 Essex Town	1,323,254,650	101.23	5.53
2013 Essex Junction	1,046,108,137	100.82	5.78
2013 Essex Town	1,335,088,339	100.96	5.78
2014 Essex Junction	1,063,594,457	100.27	5.59
2014 Essex Town	1,369,864,897	100.52	5.59
2015 Essex Junction	1,096,584,309	99.07	5.75
2015 Essex Town	1,424,224,576	98.98	5.75
2016 Essex Junction	1,113,829,469	97.50	5.49
2016 Essex Town	1,479,517,710	97.45	5.49
2017 Essex Junction	1,149,396,867	95.48	5.70
2017 Essex Town	1,559,066,171	95.53	5.70
2018 Essex Town**	2,790,818,980	94.15	6.17
2019 Essex Town	2,884,695,736	91.86*	6.99
2020 Essex Town	3,011,675,365	89.05	7.77
2021 Essex Town	3,180,409,890	85.08	8.88
2022 Essex Town	3,478,584,505	78.35	11.83

\*2019 The State changed the minimum CLA threshold from 80% to 85%

\*\*Combined CLA & CODs (no longer separated)

## **Q&A About Reappraisal of Real Property**

### **How often is a reappraisal done in the Town/City, and why are we doing one now?**

A span between reappraisals creates more opportunity for inequities to grow and usually leads to much larger and unpredictable changes to property values. As the inequities increase, the tax burden on individual property owners becomes unfair. Remember that the tax value used for 2022 is the appraised value from the last reappraisal in 2007, or based on any changes since 2007 due to permits, grievances, etc. Over the past 15 years, some property values have gone up or down significantly.

### **What is the definition of market value?**

Market value is the most probable price a property would bring in an open and competitive market. The Assessor does not create market value; rather, analyzes the patterns and trends of the local real estate market and use that information to estimate market values for all properties. Assessors spend a substantial amount of time qualifying all sales used to develop fair market values for property. Automated valuation models, or 'AVMs' such as those used by sites like Zillow or Trulia, do not research sales to determine if they meet requirements for qualification. These sites also do not have knowledge of local market variations.

### **How will a reappraisal impact what I pay in property taxes?**

Property taxes are based on property values. Without periodic reappraisals, some property owners would pay relatively more while others would pay relatively less. Reappraisal resets property values to their current market value so that the property tax burden is equalized for all taxpayers. Reappraisal assures every property owner they are only paying their fair share. However, appraisal and taxation are separate issues. The Assessor determines the market value, and the municipality and State tax rates have no impact on the valuation process. Each taxing authority establishes its own tax rate. Municipal Tax Rates are set based on the need to raise money for municipality highway and general fund expenses. The municipal rate is levied against the municipal grand list. The Education Tax Rates are based on a homestead education tax rate and a non-homestead education tax rate which are set annually by the commissioner of taxes. The Education Tax Rates are levied against all homestead and non-homestead parcels on the education grand list.

Even if your assessment doubled that does not mean your taxes would double. Remember the total grand list has changed as well. The tax rate will adjust because of the reappraisal.

**I have not done any improvements to my house; how can the value go up or down?**

That is because the market has changed since the last reappraisal. The last reappraisal was completed in 2007. At that time the assessment base was established and has not been changed since that time. The purpose of the reappraisal is to bring the values established several years ago to current market values and to establish equity across parcels.

# Executive Order on Housing, 5/26/23



Governor Scott issued Executive Order 2-23, Housing Directives, on May 26 as the General Assistance Emergency Housing Program (hotel program) prepared to wind down. He noted that

- the taxpayer-funded costs of housing people in hotels and motels has reached \$190.7 million, more than \$148 per room, per day, and more than \$54,000 per room, per year;
- the hotels and motels participating in this program have become sites of significant public health and safety concerns, exposing vulnerable program participants to additional risks, and frequently requiring multiple daily responses by law enforcement to these sites; and
- the federal government has ended its funding for COVID emergency housing.

Yet, there is no coordinated plan for those exiting the hotel housing programs, and towns are finding themselves in the situation of having to address the extreme problems associated with homeless populations who are losing their emergency housing.

The executive order directs the Commissioner of Public Safety and the Director of Fire Safety, with input from local boards of health and other municipal officials, to inventory currently uninhabited or abandoned housing units, including mobile homes and mobile home lots, in county economic centers and surrounding communities, that could be brought back into the housing market. Municipal officials may be contacted as part of this effort.

Further, by June 30, 2023, the Secretary of Natural Resources, in collaboration with municipalities, is to identify all communities served by public community water system and municipally owned wastewater treatment facilities with capacity to absorb additional housing units.

The executive order is posted at <https://governor.vermont.gov/sites/scott/files/documents/EO%2002-23%20-%20Housing%20Directives.pdf>.

The Commissioner of Public Safety is Jennifer Morrison, and the Commissioner of the Department of Environmental Conservation is John Beling, 802-828-1556.



The executive order is posted at <https://governor.vermont.gov/sites/scott/files/documents/EO%2002-23%20-%20Housing%20Directives.pdf>.

# Do you need help paying your water or sewer bill?

The Low Income Household Water Assistance Program (LIHWAP) may be able to help!

This is a federally funded program administered by the Vermont Department for Children and Families (DCF) to help eligible households pay their water and wastewater bills. **The program ends September 30, so apply now!**



## You may be eligible if:

- Income below 60% of the state median based on household size
- Your household includes someone in a vulnerable population (elderly, disabled, child under age 6)
- Overdue water/sewer bills
- Water/sewer has been disconnected or is at risk of being disconnected
- Your household is eligible for LIHEAP (Seasonal Fuel Assistance), SNAP (3SQVT), and TANF (Reach-UP)
- Renters are eligible. If water/sewer is included in your rent, have your landlord provide a letter explaining how the water/sewer bill(s) are allocated to the rental unit and provide a copy of their bill.

## How to Apply

Download the application at [dcf.vermont.gov/benefits/hwa](https://dcf.vermont.gov/benefits/hwa) or call 1-800-339-6433 to receive the application by mail.

Send the application and a copy of your water/sewer bill to:

ADPC - Economic Services Division  
280 State Drive  
Waterbury, VT 05671-1500



Scan for more information and the application

**Apply Soon — Ends September 30, 2023!**

# Champlain Water District

Water Quality 2023

Safe Drinking Water  
All the Way to Your Tap



PWS ID#: VT0005092



*First in the Nation*  
*23rd Year Anniversary - Excellence in Water Treatment Award!*



In 2022, Champlain Water District's Peter L. Jacob Water Treatment Facility continued to maintain the highest degree of treatment process optimization and has maintained the elite "Excellence in Water Treatment" status for 23 years from 1999 to 2022. CWD was the first water utility in the country to receive USEPA's Excellence in Water Treatment Award from the Partnership for Safe Water. To date, a total of 19 water suppliers in the U.S. have attained this pinnacle of public health protection. We invite school and community groups to visit our treatment facility, view this prestigious award, and learn about their drinking water "from source to tap." Water Quality 2023 reports data from calendar year 2022.

The Champlain Water District (CWD) works very hard to assure safe, high quality drinking water is delivered to its customers. We accomplish this by:

- protecting Shelburne Bay as the deep water source that supplies the water,
- treating the water with state-of-the-art filtration, disinfection and corrosion control at the Peter L. Jacob water treatment plant,
- assuring corrosion control and disinfection by-product control throughout the county-wide service area.

This year's Water Quality Report features CWD's Best Tasting Water in New England Award.

Please turn to the report cover to view this award

The water that CWD provides throughout Chittenden County - as far North as Milton, as far East as the Village of Jericho, and as far South as Shelburne - is of the highest quality and serves many uses for CWD's 83,500 customers and many of the area's major employers such as Global Foundries and Husky.

## Regulatory Corner

### Maximum Residual Disinfectant Level (MRDL)

### Maximum Contaminant Level (MCL)

### Treatment Technique

### Regulation of Contaminants



#### WHAT ARE THE USEPA REGULATIONS?

CWD's philosophy has always been to go beyond Federal and State requirements to protect public health as we continue to meet all present Federal and State water quality standards. In order for our customers to understand these standards, there are some important USEPA definitions to learn:

- ▶ **Maximum Residual Disinfectant Level Goal (MRDLG)** – The level of drinking water disinfectant below which there is no known or expected risk to health. The MRDLG for Monochloramine is 4 mg/L.
- ▶ **Maximum Residual Disinfectant Level (MRDL)** – The highest level of a disinfectant allowed in drinking water. Addition of a disinfectant maintains sanitary quality. The MRDL for Monochloramine = annual average of 4.0 mg/L.
- ▶ **Maximum Contaminant Level (MCL)** - the highest level of a contaminant that is allowed in drinking water.
- ▶ **Maximum Contaminant Level Goal (MCLG)** – level of a contaminant in drinking water below which there is no known or expected risk to health.
- ▶ **MCLs and MCLGs** are set by USEPA after extensive research and public comment. MCLs define a safe water supply by setting levels a trace contaminant may not exceed, MCLs are set as close to the MCLG as feasible using the Best Available Technology.
- ▶ **Action level-** the concentration of a contaminant which triggers treatment or other requirements that a water system must follow.
- ▶ **90th Percentile** - Ninety percent of the samples are below the action level. (Nine of ten sites sampled were at or below this level).
- ▶ **Nephelometric Turbidity Unit (NTU)** - NTU is a measure of the clarity of water. Turbidity in excess of 5 NTU is just visually noticeable to the average person.
- ▶ **Parts per million (ppm) or Milligrams per Liter (mg/l)** - one penny in ten thousand dollars or 1 second in 11.6 days.
- ▶ **Parts per billion (ppb) or Micrograms per Liter (ug/l)** - one penny in ten million dollars or 1 second in 32 years.
- ▶ **Picocuries per liter (pCi/l)**- a measure of radioactivity in water.
- ▶ **Treatment Technique-** a USEPA requirement for water suppliers to install and optimize water treatment processes that are intended to reliably remove a required percentage for a specific possible contaminant.
- ▶ **Treatment techniques** are set by USEPA when monitoring technology cannot precisely detect certain contaminants. In these cases, a surrogate measurement is used to determine compliance in a reliably operated treatment facility. An example is the use of turbidity to indicate microbial protozoan removal in a treatment plant. (Turbidity is a good indicator of the effectiveness of the disinfectant, the filtration, and the general quality of the water.)
- ▶ **Level 1 & 2 assessments:** Are studies of the water system triggered by monitoring results. The studies look to identify potential problems and determine why total coliform bacteria have been found in the water system (Level 1) or why an E.coli violation has occurred and/or why total coliform bacteria have been found in the water system on multiple occasions (Level 2). Level 2 is a very detailed study.
- ▶ **USEPA** wants you to know that the presence of certain contaminants in drinking water does not necessarily indicate that the drinking water poses a health risk. USEPA and the State of Vermont prescribe regulations which limit the amount of certain contaminants in water provided by the public water system. CWD monitors for all regulated trace contaminants (including naturally occurring radioactivity) on specific schedules as required by USEPA. USEPA never expresses results of water monitoring as "zero". Scientifically, it is impossible to measure "zero". Therefore, USEPA requires every trace substance to be analyzed using an approved method with a required detection limit.
- ▶ When no trace substance is found, then it is expressed as "none detected = ND."
- ▶ **Per- and polyfluoroalkyl substances (PFAS):** a group of over 4,000 human-made chemicals (they do not occur naturally) that have been used in industry and consumer products worldwide and includes:
  - (PFNA): Perfluorononanoic Acid
  - (PFOA): Perfluorooctanoic Acid
  - (PFOS): Perfluorooctane Sulfonic Acid
  - (PFHpA): Perfluoroheptanoic Acid
  - (PFHxS): Perfluorohexane Sulfonic Acid
  - (11Cl-PF3OUdS): 11-Chloroicosafuoro-3-oxaundecane-1-sulfonic Acid
  - (9Cl-PF3ONS): 9-Chlorohexadecafluoro-3-oxanonane-1-sulfonic Acid
  - (DONA): 4,8-Dioxo-3H-perfluorononanoic Acid
  - (HFPO-DA): Hexafluoropropylene Oxide Dimer Acid
  - (NEtFOSAA): N-ethyl perfluorooctanesulfonamidoacetic Acid
  - (NMeFOSAA): N-methyl perfluorooctanesulfonamidoacetic Acid
  - (PFBS): Perfluorobutane Sulfonic Acid
  - (PFDA): Perfluorodecanoic Acid
  - (PFDoA): Perfluorododecanoic Acid
  - (PFHxA): Perfluorohexanoic Acid
  - (PFTA): Perfluorotetradecanoic Acid
  - (PFTrDA): Perfluorotridecanoic Acid
  - (PFUnA): Perfluoroundecanoic Acid
- ▶ CWD monitors for these trace chemicals even though they are extremely unlikely to be present in CWD's source because of the characteristics of CWD's 33.3 billion gallon deep water Shelburne Bay source. CWD has monitored 175 trace substances for many years according to the schedules established by the USEPA and has received all non-detect test results for 2022.

To receive a listing of these specific undetected contaminants – contact CWD and ask for the latest specific non-detect report.

## Water Characteristics

### Immuno-compromised persons read this!



USEPA requires all water systems, regardless of the type of source and treatment, to provide this information:

### SANITARY QUALITY

### SOURCE QUALITY

### DISINFECTANT BY-PRODUCT QUALITY

### AESTHETIC QUALITY



## IN PROVIDING A SAFE, HIGH QUALITY WATER THERE ARE SEVERAL CHARACTERISTICS THAT A WATER SUPPLIER SHOULD MEET:

1. Sanitary quality - bacteriological, viral and protozoan quality that is assured by consistent and efficient filtration, and, by primary free chlorine disinfection and secondary monochloramine disinfection. This is the primary goal of any water supplier as consumers cannot reliably achieve this protection with home treatment devices.

CWD wants immunocompromised persons (ICP's) to know that they may be particularly at risk from infections and should seek advice from their health care providers. ICP's include:

1. Those undergoing chemotherapy or organ transplants.
  2. Those with AIDS / HIV or other immune system disorders.
  3. Some elderly.
  4. Infants.
2. Source quality - the cleaner a water supplier's source, the more effective a water supplier's treatment process is at producing high quality water. Common sense tells us that if you have high quality untreated water going into a facility, then you will have the highest quality finished water leaving that facility. This is important for sanitary and trace chemical considerations. Home owners cannot reliably treat poor quality source waters on their own.

In general, USEPA wants you to know that, depending on the condition of any water source and its watershed area, some untreated source water may be impacted by the following contaminants:

1. Biological (Viruses & Bacteria).
2. Inorganic (Metals & Salts).
3. Synthetic organic chemicals (Pesticides, Herbicides, Volatile Organic Chemicals).
4. Naturally occurring radioactivity.

3. Disinfectant-by-product quality - primary disinfection with free chlorine is essential to assure sanitary water. This disinfection process does create by-products (DBPs) that impact the finished water. All water suppliers must deal with the balancing of sanitary benefits and DBP risks from primary free chlorine disinfection. DBPs may be reduced by the consumer using treatment devices approved by NSF International for TTHM reduction, and only if these devices are installed, used and continually maintained according to manufacturer's instructions.

4. Aesthetic quality - aesthetic considerations also determine the acceptability of a water supply. Distribution system management may impact water taste and odor. Taste/odor is relatively easy to reduce by the consumer using properly installed and maintained NSF approved treatment devices.

**VIOLATIONS THAT OCCURRED DURING THE YEAR:** Champlain Water District had no regulatory violations during the year 2021.

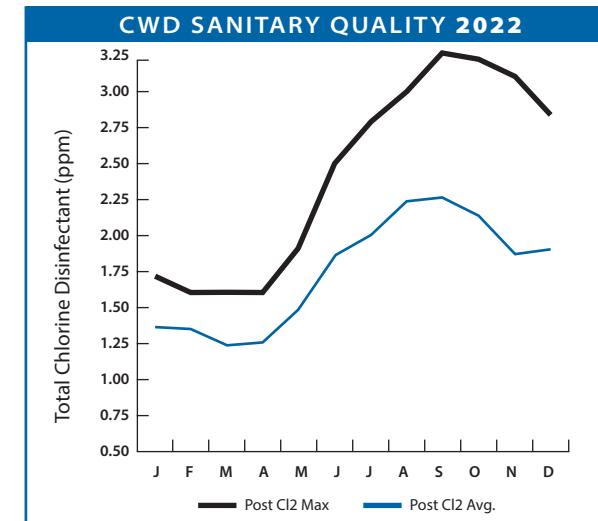
USEPA believes that drinking water, including bottled water, may reasonably be expected to contain at least trace

amounts of contaminants. More information about contaminants and associated health risks can be obtained by calling CWD or the Safe Drinking Water Hotline.

#### CWD's SANITARY QUALITY

When evaluating a high quality water you should look for:

- a) a monochloramine residual of at least 0.1 mg/L but not more than 4.0 mg/L (MRDL),
- b) median heterotrophic plate count (HPC) of less than 500 cfu/ml, and
- c) total coliform absent 95% of the time.
- d) less than 0.10 ntu turbidity from each filter.



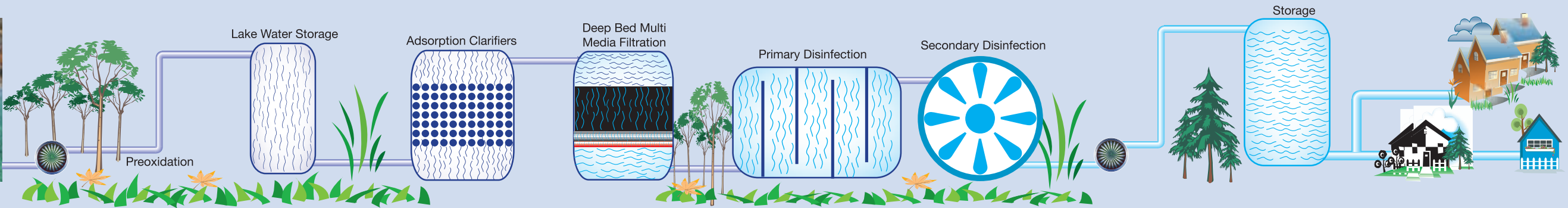
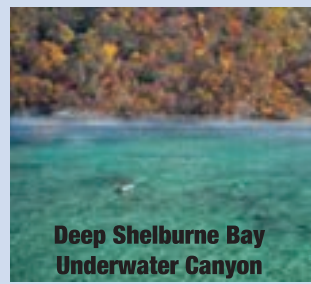
This graph shows that CWD's monochloramine disinfectant residual stays consistent throughout the year and is well below the USEPA allowable level for monochloramine residual of 4.0 mg/L.

The data from the table below shows that, even during warm water conditions experienced during June through October, the sanitary quality of CWD water is excellent with very low HPC levels and total coliforms absent 99.8% of the time.

2022 Month	AVG / WATER TEMP / DEG-F	MEDIAN HPC COUNT (STD=<500)	TOTAL COLIFORM (STD ABSENT 95% OF THE MONTH)
January	46	4	Absent 100%
February	43	3	Absent 100%
March	42	4	Absent 100%
April	45	5	Absent 100%
May	49	3	Absent 100%
June	57	7	Absent 100%
July	62	4	Absent 99.8%
August	64	4	Absent 100%
September	65	4	Absent 100%
October	62	7	Absent 100%
November	59	4	Absent 100%
December	52	6	Absent 100%

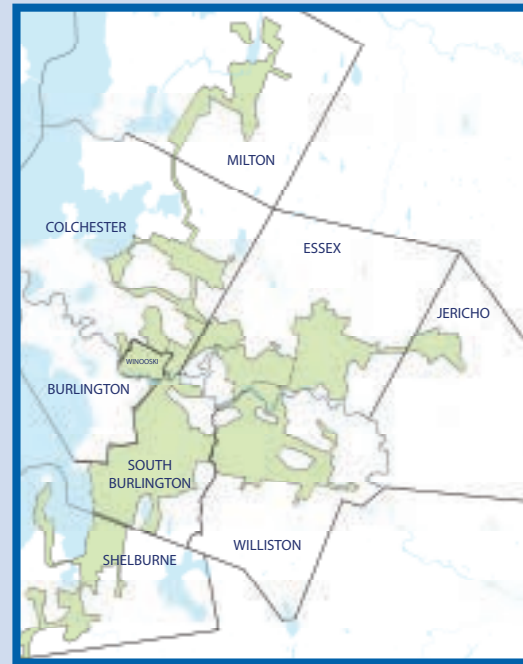
Date of Positive: 7/19/2022 & 7/21/2022 in Village of Jericho. Detected Level/year: Present 2 out of 1252 samples. Absent 99.8 % of year.

# CHAMPLAIN WATER DISTRICT WATER PROCESS



## Service areas include:

- Shelburne
- South Burlington
- Williston
- Essex Junction
- Essex
- Jericho Village
- Milton
- Winooski
- Mallets Bay Water Company
- Colchester Town
- Colchester Fire District #1
- Colchester Fire District #3



## Did you know?

- ▶ In 2021, Mat Cunningham, CWD's Lead Water Quality Maintenance Specialist received the Andrew D. Fish Laboratory Excellence Award.
- ▶ Your water supplier received the 2020 "Utility of the Year Award" from New England Water Works Association.
- ▶ Your water supplier in 2019 was the first in the nation to receive the Twenty Year Anniversary Excellence in Treatment Award from the Partnership for Safe Water for demonstrating superior water quality each year in complying with the Safe Drinking Water Act.
- ▶ Your water, was selected as "The Peoples Choice - Best of the Best in North America" in a taste test competition among 40 regional taste winners in North America.
- ▶ Your water, in 2014 and 2022 was selected as "Best Tasting in New England" in a regional taste competition, and in both 2015 and 2016 won best surface water and best overall at the Vermont Rural Water Association Taste Competition. In 2022, your water won best surface water at the Vermont Rural Water Association Taste Competition.
- ▶ Your water supplier received the 2007 "Utility of the Year Award" and the year 2012 "Utility Service Award" from New England Water Works Association.
- ▶ Your water supplier received the Grand Award for Engineering Excellence from the American Council of Engineering Companies for the design and implementation of the secondary disinfection project and for its 2012 Energy Savings Scoping Study.

**Public Involvement:** CWD is governed by a Board of Commissioners publicly elected from each member community. Public Board meetings are held at 12 noon the third Tuesday of each month.

## CWD TIMELINE

<p><b>1966</b> Initial organizational meetings to discuss a regional approach to drinking water supply in Chittenden County</p>	<p><b>1971</b> Chartered by the State of Vermont as a Municipal Consolidated Water District</p>	<p><b>1972</b> Construction of multiple water transmission main projects completed to link all members of the newly created Water District</p>	<p><b>1973</b> Water Treatment Facility online supplying South Burlington, Shelburne, Williston, Essex Junction, Essex Town, Winooski &amp; Colchester</p>	<p><b>1980</b> CWD 20 Year Master Plan completed by Hamlin Consulting Engineers</p>	<p><b>1989</b> Water Treatment Facility Expansion (2 additional Deep Bed Filtration Units, Retrofit of (2) Adsorption Clarifiers, and a 1MG Disinfection Contact Tank)</p>	<p><b>1991</b> Milton &amp; Village of Jericho join CWD</p>	<p><b>1992</b> Construction of a second 24" diameter High Service Transmission Main from Treatment Plant to the intersection of Route 15 &amp; Woodside Drive</p>	<p><b>1993</b> CWD Treatment Facility dedicated to Peter L. Jacob, who was instrumental in the formation of CWD, and also served as the long-term Chair of the publicly elected CWD Board of Water Commissioners</p>	<p><b>1995</b> Initiated zebra mussel treatment for source lake water supply</p>	<p><b>1999</b> CWD receives First in the Nation "Excellence in Water Treatment Award" from the Partnership for Safe Water Program</p>	<p><b>1999</b> Water Treatment Facility expansion, an additional (third) Adsorption Clarifier is constructed and two additional Deep Bed Filtration Units are added</p>	<p><b>2002</b> Water Treatment Facility expansion, and additional (eighth) Deep Bed Filtration Unit is constructed</p>	<p><b>2002</b> CWD 20 Year Master Plan completed by Dufresne &amp; Associates, PC</p>	<p><b>2003</b> Completed (14) projects recommended in CWD's 20 Year Master Plan related to improved pumping, treatment, electrical and Facility HVAC/Dehumidification</p>	<p><b>2004</b> 5 Year Anniversary Award for maintaining Partnership for Safe Water "Excellence in Water Treatment" criteria for public health protection</p>	<p><b>2005</b> Completed construction of primary and secondary electrical supply reliability upgrades for treatment facility and lake water source pumping station.</p>	<p><b>2008</b> Construction completed on a second lake intake pipe for overall reliability and redundancy</p>	<p><b>2011</b> Began phased installation of two (2) miles of High Service "Cross-tie" transmission piping for overall reliability purposes</p>	<p><b>2013</b> CWD celebrates 40th anniversary of providing safe drinking water and fire protection to (12) served municipal water systems in Chittenden County</p>	<p><b>2014</b> Water from Peter L. Jacob Water Treatment Facility named "Best Tasting Drinking Water in New England"</p>	<p><b>2015</b> 2015 Water from Peter L. Jacob Water Treatment Facility named "Peoples Choice Best of the Best in North America"</p>	<p><b>2016</b> 2016 Construction Completed on upgrade to high service pump discharge piping</p>	<p><b>2017</b> 2017 Construction completed on new finished water storage tank at the Plant</p>	<p><b>2019</b> 20 Year Anniversary Award for maintaining Partnership for Safe Water Treatment "Excellence in Water Treatment" criteria for Public Health protection</p>	<p><b>2021</b> 2021 CWD received ownership of the Colchester Fire District 1 distribution system</p>	<p><b>2022</b> Best Tasting Drinking Water in New England</p>
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## ADDITIONAL INFORMATION

CWD contacts: 802-864-7454 • [www.champlainwater.org](http://www.champlainwater.org)

Joe Duncan – General Manager

Travis Sheldon- Director - Water Quality & Production

[travis.sheldon@champlainwater.org](mailto:travis.sheldon@champlainwater.org)

USEPA Safe Drinking Water Hotline

(provides information on potential health effects and how to lessen infection risk from *Cryptosporidium* and other biological contaminants)

1-800-426-4791

Vermont DEC Drinking Water & Groundwater Protection Division 1-802-828-1535

Vermont Dept of Health, Division of Environmental Health 1-802-652-0357

## Municipal water systems served by CWD:

VT 0005087	Town of Shelburne	985-5122
VT 0005091	City of South Burlington	864-4361
VT 0005098	Town of Williston	878-1239
VT 0005066	Village of Essex Junction	878-6944
VT 0005065	Town of Essex	878-1344
VT 0005058	Colchester Fire District #1	864-7454
VT 0005060	Colchester Fire District #3	864-7454
VT 0005077	Village of Jericho	899-2938
VT 0020333	Mallets Bay Water Co.	864-7454
VT 0005079	Town of Milton	893-6030
VT 0005102	City of Winooski	655-6419
VT 0005552	Colchester Town	864-7454

## Champlain Water District

403 Queen City Park Road

South Burlington, VT 05403

## AVAILABLE CWD PUBLICATIONS

### Watershed Management Program for Source Protection.

Cryptosporidium- The Filtration Challenge, New England Water Works Association (NEWWA) Journal, December 1999.

Applying Self assessment to Filter Optimization, American Water Works Association Opflow, February 1997.

Evaluation of Particle Counters Using Microscopic Counts, Journal of American Water Works Association, December 1997.

Count Matching In-Situ Particle Counts to Scanning Electron Microscopic Counts for Treatment Facility Control, AWWA, 1998 Water Quality Technology Conference.

Why a Water Utility Should Join the National Initiative Entitled Partnership for Safe Water, NEWWA Annual Conference, September 1998 and Reseau Environnement, St. Hyacinthe, Quebec, March 2000, NEWWA Journal, June 2000. AWWA Annual Conference 2004.

Surface Water Source Characterization to Overcome Operational Complacency and Aid Source Delineation, 1999 Water Quality Technology Conference, November 1999.

Investigating and Controlling HAA5s Within a Complex Transmission System, 2000

Water Quality Technology Conference, October 2000.

Exploring the Interrelationship of Water Quality Standards, Source Protection, and Wastewater Treatment in Northwestern Vermont, AWWA Source Protection Conference, January 2001.

Modeling Storage and the Inlet Reconfiguration, AWWA International Retention Time Management Symposium 2002.

Investigating a Stand Pipe Mixing System as a Tool for Managing Retention Time and DBP Formation, 2003 Water Quality Technology Conference, November 2003.

CWD Lead Public Information Flyer.

Partnering to Advance Source Protection within the Storm Water Arena, 2005 AWWA Source Protection Conference, January 2005.

Parent and Consecutive System Considerations in a Regional Municipal Water District in Northwestern Vermont, 2006 NEWWA Water Quality Symposium, May 2006.

Secondary Disinfection, 2008 Green Mountain Water Environment Association Spring Meeting, March 2008.

Long Term Experience with Conventional Filtration, 2008 NEWWA Water Quality Symposium, May 2008.

The Role of Water Quality and Operational Decision Making in Implementing a Load-shed Program, 2009 NEWWA Water Quality Symposium, May 2009.

Complying with the Upcoming Stage 2 Disinfection By-product Regulations, Green Mountain Water Environment Association Spring Meeting, May 2012.

Planning and Maintaining Compliance with the Lead and Copper Rule when Making a Disinfectant Change, 2012 NEWWA Water Quality Symposium, May 2012.

Success Stories from Phase III Self-assessments, 2013 AWWA Annual Conference, June 2013.

Improving Power Efficiency While Meeting the Water Quality Operational Goals of a Complex Transmission and Storage System, 2013 AWWA Water Quality Technology Conference, November 2013.

A Partnership for Success: Partnership for Safe Water Program Improves Water Quality & Operations. 2015 AWWA Annual Conference, June 2015.

Partnership for Safe Water, Water Systems Optimization Programs, 2018 AWWA Annual Conference, June 2017 and NEWWA Spring Joint Operations Conference, 2019.

Keep Your Systems Sustainable, Vermont Rural Water Association, March 2019, February, June 2020 & January 2022.

UVM Student presentation, UVM Water & Wastewater program. March 2022.

Champlain Water District here and now, South Burlington Rotary Club. March 2023.

**Please open to find Champlain Water District's latest water quality report.**  
Employers should provide enclosed information to their employees and landlords to their tenants.

*Extra copies are available at no charge by contacting CWD or CWD served systems.*

**CITY OF ESSEX JUNCTION  
DEVELOPMENT REVIEW BOARD  
MINUTES OF MEETING  
MAY 18, 2023  
DRAFT**

**MEMBERS PRESENT:** John Alden, Chair; Robert Mount, Vice Chair; Christin Gildea, Dylan Zwicky.

**MEMBERS ABSENT:** Maggie Massey.

**ADMINISTRATION:** Chris Yuen, Community Development Director.

**OTHERS PRESENT:** Alexis Anderson,. David Burke, Julie Byrne, Marcus Certa, Bryan Currier, Greg Dixon, MJ Engel, Daniel Goltman, Brett Grabowski, Gabe Handy, Christine Kosmider, Rene Major, Nick Meyer, Jason Struthers, Alexis Suker.

**1. CALL TO ORDER/ADDITIONS OR AMENDMENTS TO AGENDA**

Chair Alden called the meeting to order at 6:31 P.M.

There were no additions or amendments to the agenda.

**2. PUBLIC TO BE HEARD**

Jason Struthers noted that his cannabis license is up for renewal in later June and expressed concern that the Local Cannabis Control Commission will deny his license. Chair Alden replied that the Development Review Board will apply the rules as written and will act accordingly when the permit comes up for review. Mr. Struthers clarified that Act 164 allows him to cultivate cannabis and Act 158 allows him to operate as a Tier 1 operation that is exempt from local permitting.

**3. MINUTES**

**A. Regular Meeting – April 20, 2023**

Chair Alden identified a minor typo to be corrected in the spelling of one of the Applicants' names.

**MOTION by ROBERT MOUNT, SECOND by CHRISTIN GILDEA, to approve the minutes as amended. The motion passed 3-0 (Dylan Zwicky abstained).**

**4. PUBLIC MEETING**

**A. Request material change of roof at 10 Pearl Street from slate to shingle in the VC District Historic Preservation Review, by Alexis Anderson.**

Chair Alden swore in the Applicant.

Alexis Anderson spoke on behalf of the owner of the property and said that the request before the Board is to replace the slate roof on the property with shingles. She noted that the slate roof has surpassed its lifespan and is failing and the cost of replacing the slate roof with slate is extremely high. She noted that the surrounding properties have asphalt shingle roofs and would like to replace the slate on this property's roof with asphalt shingles as well.

Chair Alden noted that the decision in this case is up to the municipal authority and that he agrees with the Applicant that the material (slate) is expensive. He said that the City's regulations allow for flexibility in replacing with another material as long as the color, texture, and visual appearance are as similar as possible. He recommended that the Applicant work with a qualified slate roofer to salvage the slate material so that it can be reused where possible.

Mr. Zwicky asked if the Applicant received a quote for the slate roof replacement, and Ms. Anderson replied that they have not received a quote for this specific building, but that the Applicant has other buildings with similarly sized slate roof and have had them replaced for over \$100,000.

**MOTION by CHRISTIN GILDEA, SECOND by ROBERT MOUNT, to approve the proposed change in roofing material and salvage as much of the slate as possible at 10 Pearl Street in accordance with the historic preservation review criteria outlined in the Land Development Code. The motion passed 4-0.**

## **5. PUBLIC HEARING**

A. Final site plan to remove an existing duplex and construct 18 residential units with parking at 161 Pearl Street in the HA District, by 161 Cheeseman, LLC, owner.

Chair Alden swore in the Applicants.

Bryan Currier spoke on behalf of the Applicant. He noted that this is a final site plan application for an 18-unit multi-family structure on 0.32 acres at 161 Pearl Street. He noted that they are proposing five new parking spaces for the development. He noted that there will be four stories facing Pearl Street and five stories facing the back of the development. He said that they are proposing 18 units because the Applicant also owns the lot at 159 Pearl Street and they are seeking a shared parking agreement from the Development Review Board (DRB).

Mr. Currier spoke about changes between the preliminary application submission and this final submission. He said that they have reworked the front parking lot, added a pedestrian bench and extended the sidewalk on the rear of the building, added a gravel path between the new and existing structures for easier access to Pearl Street, and added lights within the proposed shared parking area (light poles and LED fixtures).

Chair Alden reviewed the staff comments and changes, beginning with parking waiver requests. He noted that the Applicant is asking for a shared off-site parking agreement for 18 spaces as well as a parking waiver to allow a total of 23 spaces (18 shared spaces and 5 additional spaces), which deviates from the required 38 spaces for a development of this size. The DRB discussed parking and were comfortable with granting this waiver, given data from previous parking studies showing that reduced parking would be adequate.

Chair Alden noted a waiver request from the Applicant to allow a portion of one parking space to be located in the side setback. Mr. Currier noted that the maximum encroachment would be 4 feet, and that given that the encroachment would be into another lot owned by the Applicant, staff and the DRB are comfortable granting this waiver request.

Chair Alden then noted a staff comment that the front entrance to the building does not have a delineated pedestrian space connecting it to Pearl Street, making access for public transit users difficult, especially those with accessibility needs. He also noted that the entrance is several feet above grade and is accessed through several steps, though there is a universally accessible entrance in the back. Mr. Currier said that the Applicant could look into an ADA-compliant ramp and railings, though this may encroach upon a parking space. Chair Alden and Ms. Gildea expressed strong support for this proposed change.

Chair Alden noted that an updated lighting plan was requested that shows appropriate illumination along the sidewalk. Mr. Currier noted that they are proposing to use Bollard lights that are appropriately and intentionally downcast. He noted that the gravel path is not lit but will be maintained.

Chair Alden noted a recommendation by staff to grant an exception to curb cut requirements, and DRB members agreed with it.

Chair Alden spoke about screening and buffering requirements. The DRB briefly discussed the proposed landscaping and existing vegetation and deemed them sufficient for screening and buffering for adjacent commercial uses and that there are no adjacent residential uses.

Chair Alden then spoke about performance standards and visual impact. He said that he supports the building design, architecture, and finishes as proposed. Mr. Mount added that he likes the contrast between the different window designs.

Ms. Gildea noted a concern from the neighbors about retaining as many trees on the west side of the property as possible. Mr. Currier said that existing vegetation would be maintained and supplemented.

Chair Alden opened the discussion up to the public.

Nick Meyer, a member of the Tree Advisory Committee, asked about what landscaping is being proposed for the front of the building. Mr. Currier replied that there is a landscaping plan as required by regulations and that they have worked with a landscape architect to produce the plan. He said that there are three larger trees proposed for the plan. Chair Alden noted that he found the landscaping plan sufficient but noted that the Tree Advisory Committee should review it and propose any additional recommendations to staff.

**MOTION by ROBERT MOUNT, SECOND by DYLAN ZWICKY, to close the public hearing. The motion passed 4-0.**

**MOTION by ROBERT MOUNT, SECOND by CHRISTIN GILDEA, to approve the final site plan at 161 Pearl Street with proposed stipulations within the staff report as well as the following additional stipulations:**

- 1.) Add lighting to the stairs on the side path; and**
- 2.) Modify site plan to include an accessible front entrance.**

**The motion passed 4-0.**

B. Final site plan to remove existing residential buildings and construct a new building with 34 studio apartments with parking at 227-229 Pearl Street in the MF/MU1 District, by 227 Pearl Street, LLC, owner.

Greg Dixon and Brett Grabowski spoke on behalf of the Applicant. Mr. Dixon noted that this project would remove three existing residential buildings and construct a new building that would consist of 34 studio apartments with parking. He said that they received approval for their conceptual plan about two months ago and that they have not changed much since then. He said that they have added more detail to the project and are working on securing state permitting. He said that they are still waiting on their water and wastewater permits and Act 250 permit from the State. He noted that the project is being built in an existing environment and is relatively straightforward.

Chair Alden spoke about the parking area, noting that the travel aisle is 22' and is narrower than the LDC-stipulated requirement of 24' wide in parking areas for two-way traffic. Mr. Dixon replied that the parking environment will dictate who may be interested in living in the space and noted that the narrower travel aisle reduces both impervious surface and overall coverage. Mr. Grabowski said that they could label several parking spaces in the back of the property as large-vehicle appropriate. Mr. Zwicky asked about whether the electric vehicle conduit being installed could accommodate more than two spaces. Mr. Dixon replied that they are currently only contemplating those two spaces in the back, but that more could be added in future.

Chair Alden spoke about a concern with the side setback and the size of this building compared to the adjacent residential building. He said that there is a buffer requirement between multi-family buildings and adjacent single-family homes of 15' and that it can't be waived. Mr. Grabowski noted that the parking lot is at 10' but that the building envelope is greater than 10' away. He also noted that the garage of the adjacent property is right on the property line. Chair Alden said that the buffer needs to be at least 15'. Mr. Grabowski said that they can work on design to shift the building 2' to 2.5' over to meet that 15' requirement.

Community Development Director Yuen asked several questions about the lighting plan and HVAC equipment. He noted that the light post in the lighting plan are 15' and the concrete pedestal on which it would sit would bring the height of the lighting to 16'. Mr. Dixon asked whether they would need a waiver, since the height regulations for lighting are a maximum of 15'. Community Development Director Yuen said that the City Engineer has reviewed the lighting plan and is satisfied with the lighting height. Community Development Director Yuen then asked where the HVAC equipment would be located, and Mr. Grabowski replied that the equipment would be located on the roof and would not stick out from the roof. Chair Alden asked whether the equipment would be screened, and Mr. Grabowski replied that they could screen the equipment from the public-facing side.

Chair Alden opened the discussion up to the public.

Julie Byrne, a resident of 245 Pearl Street (a neighboring property), asked how close the building would be to her home and whether it would be closer than the currently existing duplexes. Mr. Dixon replied that it would not be closer than the garage but will be closer than the front duplex. Ms. Byrne expressed concern about having privacy on her property and preventing access from residents of the development and asked that a fence be installed. Mr. Dixon replied that they plan to have a fence installed between the properties. Chair Alden noted that the City has a height maximum of 6' for fencing. He also noted



that there is a 15' buffer requirement and that the buffer must also be screened and suggested that the currently proposed vegetation screening be moved from the garage to the house. Mr. Dixon noted that there is a large tree that may prevent additional screening underneath it, which is why they are also proposing installing a fence along the length of the property. He also confirmed that there will be no stormwater runoff from the property onto the neighbor's property and provided details of the stormwater management plan. Ms. Byrne and the Applicant will speak further offline about fencing details.

Gabe Handy, an adjacent property owner, noted that when he purchased the adjacent property there was only a 4" water line and he couldn't build his building until an 8" line was installed. He said that he constructed the 8" water line for \$350,000 of his own funding and he is the only one using it. He asked whether he could be compensated if another developer is connecting to that water line. He said that the building will be a great addition to the street. Chair Alden said that he and staff will look into Mr. Handy's question.

Mr. Meyer spoke about the landscaping plan, expressed concern about damaging the root system of the large oak tree near the foundation of the proposed building during construction and asked whether additional plantings can be placed near there. Mr. Grabowski said that they will need to see what the overdig is and can then plan for additional plantings then, but they will also take care to preserve the tree.

The DRB spoke about the requested parking waiver. Mr. Grabowski noted that they have conducted parking studies and that their other buildings in the area are showing a demand for less than one parking space per unit. The DRB expressed comfort with granting the parking waiver.

**MOTION by ROBERT MOUNT, SECOND by DYLAN ZWICKY, to close the public hearing. The motion passed 4-0.**

**MOTION by DYLAN ZWICKY, SECOND by CHRISTIN GILDEA, to approve the final site plan at 229 Pearl Street with proposed stipulations within the staff report as well as the following additional stipulations:**

- 1.) Work with the neighbor to come to an acceptable solution for the eastern fence that would be 6' or taller; and**
- 2.) Adjust the location of the building to meet the buffer zone requirements in the LDC.**

**The motion passed 4-0.**

C. Conceptual site plan to construct 3-story mixed-use building with commercial on the 1<sup>st</sup> floor and 34 residential units with parking at 8 Railroad Street in the VC District, by Franklin South, LLC, owner.

David Burke spoke on behalf of the Applicant. He noted that this is a concept plan for 8 Railroad Street. He noted that the previous apartment building on the parcel had a fire and has since been removed, that the parcel is around 0.5 acres in size and that it is zoned in the Village Center. He noted that there are no setbacks, no maximum density, and no maximum lot coverage in the VC district. He said that the building would be 34' high and would comprise a total of three stories. He said that the 34 residential units would be located on the second and third floors and would be a mix of one-bedroom units and two-bedroom units, with parking located both underneath the building and 9 additional spaces on the exterior

for a total of 34 spaces. He said that access to the building would be under the building on the north side and that the south side would contain a commercial space and lobby (with resident entrance).

Mr. Burke reviewed the staff comments for the conceptual plan. He noted that they are proposing setback space to both have some green space in front of the building and that there is a Green Mountain Power line that abuts the property. He spoke about parking, noting that he conducted an informal parking analysis himself and observed an average of 0.88 spaces per unit. He said that given the central location, he does not anticipate high demand for parking, and noted that there are no parking minimums in the VC district. He noted that the entrance is approximately 20' and that the regulations require a minimum of 24', and said that they would request a waiver of this if possible but would also accommodate a 24' entrance if necessary. Community Development Director Yuen said that they have granted waivers of this nature in the past and that he would be comfortable with 20'. Mr. Burke noted that the plans will be revised to show a front entrance through the lobby. He noted two handicapped spaces at grade. He said that in terms of the proposed stipulations in the staff report, he would request modifying stipulation #9 to require a curb cut and driveway of 20' wide, not 24' wide.

Chair Alden expressed concern about Gaines Court being a private driveway and not a public right-of-way and asked staff to look into how this would affect the buffer location, given that there are single-family homes located on Gaines Court. He also asked about the implications of building right to the property line and fire rating. Mr. Burke replied that there will be fire review during the approval process. Community Development Director Yuen noted that in the currently proposed LDC amendments, the 15' buffer would be removed completely in the VC district.

Chair Alden spoke about design and fitting into the general character of the surrounding buildings. He asked for more detail to be put on the sides of the building. He suggested that some of the more recent buildings on Maple Street could be good examples of what the DRB is looking for. He expressed support for having commercial space on the ground floor. He asked about the potential to obtain easements for trash collection. He spoke about the proposed setback, saying that it doesn't line up with other building faces on the street. Mr. Burke replied that the setback offers the opportunity to have a small green space and benches.

Chair Alden opened the discussion up to the public.

Mary Jo Engel, an adjacent property-owner, said that she is generally happy with the proposed development, though she is concerned with how close the building would be to her house and how that may affect her property adversely in terms of privacy and being overshadowed. She also asked where the fire access would be, given the narrowness of the roads. Community Development Director Yuen said that the Fire Chief has provided feedback that while Gaines Court is narrow, a truck could access the building via Gaines Court if needed but would require an easement. Chair Alden said that obtaining easements will be necessary.

Marcus Certa asked about the possibilities for green space or solar on the roof of the proposed building, given that the roof would be flat and large. Mr. Burke replied that the roof will be solar-ready.

Christine Kosmider, an adjacent property-owner, expressed concern about the width of Gaines Court and the proximity of the building to her property. She asked that attention be paid to emergency access,

given the building that burned down on Gaines Court several years prior. She also noted that snow for Gaines Court is being plowed into an area near the triplexes and asked that thought be put into where snow is stored in future. She additionally said that she would like to see currently empty commercial spaces be filled prior to constructing more of them.

Chair Alden said that he would like more of an understanding on how Gaines Court is classified from a legal perspective and how it fits into the LDC. Mr. Burke said that Mr. Handy and his legal counsel may have insight, since they have had to deal with that question as adjacent property owners.

**MOTION by DYLAN ZWICKY, SECOND by CHRISTIN GILDEA, to approve the conceptual site plan at 9 Railroad Street.**

**The motion passed 4-0.**

**6. OTHER DEVELOPMENT REVIEW BOARD ITEMS**

None.

**7. ADJOURNMENT**

The meeting was adjourned without objection at 9:40 PM.

*RScty: AACoonradt*

Brownell Library Trustees  
Meeting Minutes  
May 16, 2023

Brownell Trustees in attendance: Dorothy Bergendahl, Andy Kolovos, Christine Packard, Sheila Porter, Helen Donahey, Joe Knox, Lily Larsen (Teen Trustee), Celine Yao (Teen Trustee)

Brownell Staff in Attendance: Wendy Hysko, Director; Hannah Tracy, Assistant Director

Other Attendees: none

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Meeting called to order at/by: Andy Kolovos at 7:00.

### **Agenda Changes/Deletions**

It was agreed that issues of sponsorship of the Essex Invitational and Trustee background checks would be discussed during the portion of the meeting dedicated to new business.

### **Public to be Heard**

No members of the public were in attendance.

### **Announcements**

A. Kolovos mentioned the upcoming artist program Friday at 4:30 with El Emigrante speaking about the inspiration of his art.

H. Donahey announced that Essex High School was performing James and the Giant Peach this week with shows open to the public on Friday and Sunday. Sunday's show will include a tea party.

H. Tracy told the trustees about an upcoming program titled "Bees Besieged – A History of Beekeeping" taking place on Wednesday May 17.

### **Minutes of Tuesday April 18, 2023**

The minutes of the Trustees Meeting from April 18, 2023 were reviewed. S. Porter made the motion, seconded by D. Bergendahl, to approve the minutes as written. The motion passed unanimously.

### **Financial Report**

J. Knox reported that the Trustees' checking account balance is currently \$2020.51 and the CD value is \$2,842.83. D. Bergendahl reviewed Brownell's YTD expenses versus budget. With roughly two months remaining in the fiscal year no concerns were raised about line items controlled by Brownell. S. Porter moved that we acknowledge the financial report. H. Donahey seconded.

## **Reports**

The Trustees reviewed the Library Director and Staff Report.

It was noted that there are no current committees and therefore no committee reports that need to be reviewed.

D. Bergendahl and C. Packard reported on recent developments with the Brownell Library Foundation. Foundation members are submitting background check paperwork as required for all library volunteers. Books currently stored in the server room will be moved to a closet currently used by Brownell staff so that staff will have better access to the server room. C. Packard has agreed to take on a role as liaison to the Foundation to help coordinate communication with and between Foundation members.

## **Old Business**

May 11 marked the end of the COVID national emergency declaration. It was agreed that the COVID library operations update could be removed from future agendas.

W. Hysko reported that the Essex Junction City clerk will be moving back to Lincoln Hall in late June or July.

D. Bergendahl reported that in addition to the books currently in the Foundation book sale room, there are books/puzzles/games that the Senior Center no longer has room for. These materials will also be available for the Memorial Day Book Sale.

## **New Business**

W. Hysko and H. Tracy reported that Brownell placed a large order for eclipse viewing glasses in anticipation of the April 2024 complete solar eclipse. The Trustees discussed the difficulty of holding any type of major program on the day of the eclipse. D. Bergendahl made a motion that Brownell staff focus their efforts around programming events to be held in advance of the eclipse instead of conducting an eclipse viewing event. S. Porter seconded this motion and it passed unanimously.

L. Larsen requested that the Trustees consider sponsoring the upcoming Essex Invitational Track & Field Meet to be held at Essex High School Memorial Day weekend. Sponsors will be listed on the back of a t-shirt to be sold at the event. D. Bergendahl made a motion that the Trustees should agree to be sponsored. The motion was seconded by S. Porter and passed unanimously. Sponsorship levels were reviewed and S. Porter made a motion that the Trustees allocate \$200 from their checking account for this purpose. D. Bergendahl seconded the motion and it passed unanimously. W. Hysko will work with L. Larsen to secure a copy of the Brownell logo.

D. Bergendahl made a motion that Brownell Library Trustees should complete the background check application required for library volunteers. S. Porter seconded the motion and it passed unanimously.

## **Adjournment**

S. Porter moved that the meeting adjourn and 7:49. H. Donahey seconded and there were no objections.

Minutes submitted by: J. Knox

DRAFT