



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

Online & 2 Lincoln St.
Essex Junction, VT 05452
Wednesday, December 14, 2022
6:30 PM

E-mail: admin@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6944

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

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

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
 - a. Comments from Public on Items Not on Agenda
5. **PUBLIC HEARING**
 - a. Public Hearing on Proposed Municipal Ordinance Updates to Remove Redundancies
6. **BUSINESS ITEMS**
 - a. Consider Resolutions of Appreciation: Bernie Fleury and Jerry Firkey
 - b. Discussion and consideration of Chittenden Solid Waste District applicants: John O'Brien and Mike Sullivan
 - c. Presentation on the Housing Trust Fund proposal from the Housing Commission, Katie Ballard
 - d. Discussion and consideration of Champlain Valley Expo Financial Agreement
 - e. Discussion and consideration of 1 Maple Street Park Budget and Grant Application
 - f. New Website Tutorial
 - g. Conversation with Recreation and Parks Director Brad Luck
 - h. Discussion and consideration of Green Mountain Transit & Winooski Valley Park District Representatives & Communications Union District
 - i. *Discussion and consideration of Tree Farm Management
 - j. **Discussion and consideration of Local Cannabis Control Commission Appeal
 - k. *** Discussion and consideration of a Land Use Violation
 - l. ****Discussion regarding the new City Manager 3-month Check-in
7. **CONSENT ITEMS**
 - a. Approve Check Warrants #17329 (11/02/2022); #17330 (11/18/2022); #17331 (12/02/2022); and #17332 (12/09/2022)
 - b. Approve Minutes: November 9, 2022; Cannabis Control Minutes: November 9, 2022; Liquor Control Board Minutes: November 9, 2022
 - c. Better Roads Grant Application for Athens Dr Outfall Stabilization
 - d. Brickyard Rd Culvert Crossing Replacement Bid Award
 - e. Municipal Ordinance Updates to Remove Redundancies
 - f. Intent to Cancel Shared Bank Account Agreement
8. **READING FILE**
 - a. Board member comments
 - b. Community Justice Center Fall Newsletter
 - c. Reappraisal Overview
 - d. Brownell Library – October Report
 - e. Joint Housing Committee Minutes: November 2, 2022

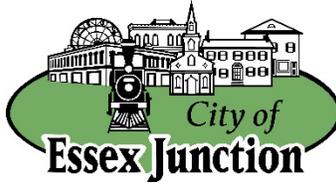
- f. Planning Commission Minutes: November 10, 2022
- g. Development Review Board Minutes: November 17, 2022
- h. Bike/Walk Advisory Committee Minutes: November 28, 2022

9. **EXECUTIVE SESSION**

- a. * An executive session may be needed to discuss negotiating or securing real estate purchase or lease options
- b. ** An executive session may be needed to discuss confidential attorney-client communications made for the purpose of providing professional legal services to the body
- c. *** An executive session may be needed to discuss confidential attorney-client communications made for the purpose of providing professional legal services to the body
- d. **** An executive session may be needed to discuss personnel matters

10. **ADJOURN**

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



Memo

To: Essex Junction City Council
From: Regina Mahony, City Manager
Meeting Date: December 14, 2022
Agenda Item: Public Hearing on Municipal Ordinances

Issue: The new public Nuisance Ordinance that was adopted on September 14, 2021, has many of the other City Ordinances in it, which creates duplicate and conflicting information.

Discussion: Staff brought information about the duplicate Ordinances to the City Council on November 9, 2022, and the Council motioned to hold a public hearing on these Ordinances on December 14, 2022.

After this public hearing, a notice of the amendments to the Essex Junction Municipal Code will be placed in the Seven Days newspaper. 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 January 28, 2023, request that the voters of the City disapprove the amendment at a duly warned annual meeting or special meeting.

Recommendation: It is recommended that the Council hold a public hearing on the proposed ordinance changes and consider public feedback.

Further, Staff recommends the City Council

- Rescind Chapter 6: Regulation of Soliciting in its entirety
- Rescind Chapter 7: Noise Ordinance in its entirety
- Amend Chapter 9: Enforcement by deleting reference to Chapters 6, 10, and 13
- Rescind Chapter 10: Regulations of Public Indecency in its entirety
- Rescind Chapter 13: Regulations of Public Nuisance in its entirety
- Amend Chapter 16: Ordinance Prohibiting Graffiti, Defacement, of Property and Placing Substances in Public Fountains by rescinding Sections 1601 and 1602 as they are now covered in the new Public Nuisance Ordinance

Recommended Motion: Should the Council decide to move forward with the recommendation, here is a recommended motion:

“I move that the City Council:

- Rescind *Chapter 6: Regulation of Soliciting, Chapter 7: Noise Ordinance, Chapter 10: Regulations of Public Indecency, and Chapter 13: Regulations of Public Nuisance* in their entirety;
- Amend *Chapter 9: Enforcement* by deleting reference to Chapters 6, 10, and 13; and
- Amend *Chapter 16: Ordinance Prohibiting Graffiti, Defacement, of Property and Placing Substances in Public Fountains* by rescinding Sections 1601 and 1602.”

Attachments:

Comparison of Existing Municipal Ordinance the new Public Nuisance Ordinance

Current Chapter 6, 7, 9, 10, 13 and 16 Strikethrough

Public Nuisance Ordinance adopted on September 14, 2021

**VILLAGE OF ESSEX JUNCTION
MUNICIPAL CODE**

**CHAPTER 6.
REGULATION OF SOLICITING**

SECTION 601 – GENERAL PROVISIONS:

~~(a) Purposes. To regulate the activities of solicitors and peddlers within the Village of Essex Junction for the protection of the public health, safety, welfare, and convenience, and to protect the residents of Essex Junction from unscrupulous, fraudulent and immoral business practices.~~

~~(b) Authority. This ordinance is adopted pursuant to the authority conferred by Article I, Section 1.07 of the Village Charter.~~

~~(c) Definitions:~~

- ~~1. Solicitor or Peddler—A person who moves from one dwelling (or other occupied building) to another carrying or otherwise transporting goods, wares, merchandise, food (including fresh farm produce) or similar products and offering or exposing such items for sale, or accepting orders on such items for subsequent delivery, or who moves from one dwelling or building to another for the purpose of soliciting donations of money or pledges from occupants thereof.~~
- ~~2. Sponsor—Any individual or organization with which a solicitor or peddler is economically affiliated, in relation to soliciting, in an employer-employee, master-servant, independent contractor, agency, joint-venture or similar arrangement.~~
- ~~3. Exclusions. This ordinance shall not be construed as impairing the rights conferred by 24 V.A. Section 2181. (Sale of Produce. Owners and renters of land shall have the right to vend or sell all products of such land without obtaining licenses from such towns).~~

SECTION 602 – SOLICITING REGULATIONS:

~~(a) Noise. No solicitor or peddler shall shout, cry out, or use any sound-making device (including horns, bells, loudspeakers, sound amplifying systems) from the Village's streets, sidewalks, or other public property in a manner which unreasonably disturbs the peace or constitutes a public nuisance.~~

~~(b) Offensive Practices. No solicitor or peddler shall physically accost, restrain or otherwise interfere with the free movement of any individual during the course of the solicitor's or peddler's activities.~~

~~(c) Conduct on Private Property. No solicitor or peddler shall enter upon private property which contains a sign or other notice that soliciting is prohibited. Solicitors and peddlers shall promptly depart from private property upon the request of the owner or resident thereof.~~

~~Hours: No solicitor or peddler shall solicit between the hours of 9 PM and 7 AM.~~

~~*This Chapter was amended by the Board of Trustees on January 12, 1999.*~~

**VILLAGE OF ESSEX JUNCTION
MUNICIPAL CODE**

**CHAPTER 7.
NOISE ORDINANCE**

SECTION 1. AUTHORITY:

This ordinance is adopted under authority of 24 VSA 2291 (14) and 24 VSA chapter 59.

SECTION 2. PURPOSE:

This ordinance is enacted to protect, preserve and promote the health, safety, welfare, peace and quiet for the citizens of the Village of Essex Junction through the reduction, control and prevention of noise. The intent of this ordinance is to establish standards which will eliminate and reduce unnecessary noises which are physically harmful or otherwise detrimental to the enjoyment of life, property and maintenance of business. This ordinance shall not apply to commercial or industrial land uses regulated under the Land Development Code (Section 718).

SECTION 3. DEFINITIONS:

(a) "Plainly audible" means any sound that can be detected by a person using his or her unaided hearing faculties. As an example, if the sound source under investigation is a portable or personal vehicular sound amplification or reproduction device, the enforcement officer need not determine the title of a song, specific words, or the artist performing the song. The detection of the rhythmic base component of the music is sufficient to constitute a plainly audible sound.

SECTION 4:

The following acts are declared to be loud, objectionable, and unnecessary noises, are therefore a public nuisance, and are prohibited by this ordinance:

(a) Defect in vehicle or operation of vehicle. The operation of an automobile or motorcycle which creates squealing, squealing of tires, loud and unnecessary grating, grinding, exploding type, rattling or other noises.

(b) Horns, Signaling Devices, etc. The sounding of any horn or signaling device on any automobile, motorcycle or other vehicle except as a danger warning; the creation, by means of other signaling device, of unreasonably loud or harsh sound; and the sounding of any such device for unnecessary and/or unreasonable periods of time.

(c) Radios, Phonographs, etc. The using, operating, or permitting to be played, used or operated, of any radio or television receiving set, musical instrument, phonograph, or other machine or device for the producing or reproducing of sounds in such a manner as to disturb the peace, quiet, and comfort of the neighboring inhabitants or any time with louder volume than is necessary for convenient hearing for the person or persons who are in the room, vehicle, or chamber in which such a machine or device is operated and who are voluntary listeners thereto.

(d) Exhaust. The discharge into the open air of the exhaust of any steam engine, internal combustion engine, or

Noise Ordinance

~~motor vehicle except through a muffler or other device, which will effectively prevent loud or explosive noises therefrom.~~

~~(e) Dogs, cats and other animals. The keeping of any dog, cat or other animal which shall become a nuisance to another person in the vicinity where such dog, cat or other animal is kept, by frequent or continued barking, howling, yelping or screaming.~~

~~(f) Vocal disturbances. Yelling, shouting, whistling, singing or making any other loud vocal disturbance so as to disturb, destroy, or endanger the peace of persons in the immediate vicinity of the noise or disturbance. This section shall not be construed to prohibit a vocal disturbance, whether or not it is electronically amplified, by spectators or participants in an athletic event or assembly sponsored by a public or private school.~~

~~(g) Noises emanating from the excavation, demolition, alteration or repair of buildings, structures, property between the hours of 9 PM and 7 AM.~~

~~(h) Noise in General. Any noise which is deemed objectionable because of volume, frequency, or beat and is not muffled or otherwise controlled.~~

SECTION 5:

~~The creation of, permitting or operation of any of the above sets, instruments, devices or vehicles causing said noise in such a manner as to be plainly audible at a distance of 50 feet from a building, structure, land or vehicle from which noise emanates shall be prima facie evidence of a nuisance and a violation of this ordinance.~~

SECTION 6. EXCEPTIONS:

~~(a) Any person or organization that has obtained a noise waiver from the Village Trustees (i.e. parade, block party, etc.):~~

~~(b) Any vehicle owned by and operated by government or a utility in the performance of its duties.~~

~~(c) Noise associated with routine snow removal activities where customary practices and equipment are used.~~

~~(d) Any government or utility emergency repair. Any construction activity, other than government or utility emergency repairs, that has obtained approval of the Village Trustees to occur between the hours of 9 PM and 7AM that is deemed in the best interest of the public health, safety and welfare.~~

~~(e) Any siren or other warning device used for public safety, including railroad signals.~~

~~(f) Noise associated with a bona fide response to an emergency situation that poses a threat to the public health, safety or welfare.~~

SECTION 7: ENFORCEMENT:

~~Any person who violates a provision of this ordinance shall be subject to a civil penalty of up to \$500 per day for each day that such violation continues. Police Officers of the Town of Essex shall be authorized to act as Issuing Municipal Officials to issue and pursue before the Traffic and Municipal Ordinance Bureau a municipal complaint.~~

Noise Ordinance

~~An Issuing Municipal Official is authorized to recover a waiver fee, in lieu of a civil penalty, in the following amount, for any person who declines to contest a municipal complaint and pays the waiver fee:~~

First offense \$25	Third offense \$100
Second offense \$50	Fourth and subsequent offenses \$200

~~Offenses shall be counted on a calendar year basis.~~

~~An Issuing Municipal Official is authorized to recover civil penalties in the following amounts for each violation:~~

First offense \$50	Third offense \$200
Second offense \$100	Fourth and subsequent offenses \$400

~~Offenses shall be counted on calendar year basis.~~

~~In addition to the enforcement procedures available before the Traffic and Municipal Ordinance Bureau, the Village Manager is authorized to commence a civil action to obtain injunctive and other appropriate relief, or to pursue any other remedy authorized by law.~~

~~*Adopted by the Board of Trustees November 14, 2000.*~~

VILLAGE-CITY OF ESSEX
JUNCTION, VT MUNICIPAL CODE
CHAPTER 9.
ENFORCEMENT

SECTION 901:

The following Chapters of this Municipal Code shall constitute civil ordinances within the meaning of 24 V.S.A. Chapter 59:

Chapter 2 - General Regulation of Public Streets

Chapter 3 - General Regulation of Public Parks

Chapter 4 - Regulation of the Use of Firearms and Bows and Arrows

Chapter 5 - Regulation of Dogs

~~Chapter 6 - Regulation of Soliciting~~

~~Chapter 10 - Regulations of Public Indecency~~

Chapter 11 - Regulations of Waste Disposal

Chapter 12 - Regulations of Placement of Newsracks in the Public Right-of-Way

~~Chapter 13 - Regulation of Public Nuisance~~

SECTION 902:

Any person who violates a provision of any Chapter of this Municipal Code that is designated a civil ordinance pursuant to Section 901 above shall be subject to a civil penalty of up to \$800 per day for each day that such violation continues. Police Officers of the Town of Essex shall be authorized to act as Issuing Municipal Officials to issue and pursue before the Judicial Bureau a municipal complaint.

SECTION 903:

An Issuing Municipal Official is authorized to recover a waiver fee, in lieu of a civil penalty, in the following amount, for any person who declines to contest a municipal complaint and pays the waiver fee:

First offense - \$ 25

Third offense - \$ 100

Second offense - \$ 50

Fourth - and subsequent offenses \$200

Offenses shall be counted on a calendar year basis.

SECTION 904:

Unless an ordinance has more specific violation offense levels, an Issuing Municipal Official is authorized to recover civil penalties in the following amounts for each violation:

First offense - \$50

Third offense - \$200

Second offense - \$100

Fourth offense - and subsequent offenses \$400

Offenses shall be counted on a calendar year basis.

SECTION 905:

In addition to the enforcement procedures available before the Judicial Bureau, the Municipal Manager is authorized to commence a civil action to obtain injunctive and other appropriate relief, or to pursue any other remedy authorized by law.

Fee changes effective 10/10/97, amended 5/14/18; 12/14/22.

~~VILLAGE OF ESSEX JUNCTION
MUNICIPAL CODE~~

~~Chapter 10.
Regulations of Public Indecency~~

~~SECTION 1001:~~

~~(a) No person shall knowingly or intentionally in a public place:~~

- ~~1. engage in sexual intercourse; or~~
- ~~2. appear in a state of nudity; or~~
- ~~3. fondle his/her genitals; or~~
- ~~4. fondle the genitals of another person; or~~
- ~~5. fondle his/her breasts; or~~
- ~~6. fondle the breast of another person.~~

~~(b) No person who owns, leases or controls property shall knowingly allow any person to engage in the conduct described in subparagraph (a) above at any time such property is open to the public.~~

~~SECTION 1002. Violation – Penalty:~~

~~Any person who violates this section shall be subject to a civil penalty of up to \$500.00 per day for each day that such violation continues, with a mandatory minimum civil penalty that shall not be less than the civil penalty set for that offense unless the person does not contest the municipal complaint and pays the waiver fee. Police Officers of the Town of Essex shall be authorized to act as Issuing Municipal Officials to issue and pursue before the Traffic and Municipal Ordinance Bureau a municipal complaint.~~

~~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 \$ 25.00	Third offense \$100.00
Second offense \$ 50.00	Fourth & subsequent offenses \$200.00

~~Offenses shall be counted on a calendar year basis.~~

~~An Issuing Municipal Official is authorized to recover civil penalties in the following amounts for each violation;~~

First offense \$ 50.00	Third offense \$200.00
Second offense \$ 100.00	Fourth & subsequent offenses \$500.00

~~Offenses shall be counted on a calendar year basis.~~

~~In addition to the enforcement procedures available before the Traffic and Municipal Ordinance Bureau, the~~

Public Indecency Regulations

~~Village Manager or his/her designee is authorized to commence a civil action to obtain injunctive and other appropriate relief, or to pursue any other remedy authorized by law.~~

~~VILLAGE OF ESSEX JUNCTION, VT
MUNICIPAL CODE
CHAPTER 13
REGULATION OF PUBLIC NUISANCE~~

~~**PURPOSE:** In accordance with 24 V.S.A. 2291, to define what constitutes a public nuisance, and to provide procedures and take action for its abatement or removal as the public health, safety or welfare may require.~~

~~**SECTION 1301. DISORDERLY CONDUCT, ASSAULT AND BATTERY:**~~

- ~~a. No person shall intentionally cause public inconvenience, disturbance or annoyance, or with reckless disregard of the risk thereof by:~~
- ~~1. Engaging in fighting or in violent or tumultuous behavior which a reasonable person would believe to be threatening; or~~
 - ~~2. In a public place or upon private property generally accessible to the public, engaging in conduct, including uttering words or making gestures, which a reasonable person would believe constitutes threats to his or her personal safety, combative behavior or interference with public peace and order; or~~
 - ~~3. In a public place or upon private property generally accessible to the public, obstructing or impeding vehicular or pedestrian traffic upon any street, or highway or sidewalk; or~~
 - ~~4. Obstructing, impeding, or in any way inhibiting access to an entrance to public or private property.~~
- ~~b. Prior to issuing a citation to any person under Paragraph a (3 or 4), a law enforcement officer shall give notice to the person that his or her conduct is in violation of a Village Ordinance, and shall order the person to cease such conduct and leave that place. Upon the person's failure to comply with such order, a citation for violation of Paragraph a (3 or 4) may be issued and the person's refusal to comply with the order of the law enforcement officer shall create a permission inference that the proscribed conduct was done intentionally or recklessly.~~
- ~~c. In addition to citing a person for violating the provisions of paragraphs a (1-4), whenever any law enforcement officer shall observe any act or conduct proscribed in such paragraphs, the officer may, if he/she deems it necessary for the preservation of the public peace and safety, order the person engaged in such act or conduct to leave that place. Any person who shall refuse to leave after being ordered to do so by a law enforcement officer can be charged with unlawful trespass according to 13 V.S.A. Section 3705.~~

~~**SECTION 1302. OPEN BURNING:**~~

~~Burning brush, leaves, trash or debris is not allowed in the Village of Essex Junction. Cooking or outdoor fireplaces are allowed with proper fuels to include charcoal, firewood, liquid propane (LP) or natural gas. In no circumstance shall an otherwise permissible fire be allowed that creates, in the discretion of the Village or its designate, a public nuisance. Fires must be attended at all times with an extinguishment resource within twenty (20) feet of the fire. Fires must be ten (10) feet away from a structure and must be built where they will not escape. A person starting a fire is responsible for preventing its escape. This prohibition shall not include training exercises by the Essex Junction Fire Department. The Village Trustees, with the concurrence of the Essex Junction Fire Chief, may approve a burn permit for a community event provided that the Essex Junction Fire Department is present.~~

~~SECTION 1303. PENALTIES:~~

~~a. — An Issuing Municipal Official is authorized to recover civil penalties in the following amounts for each violation of Section 1302 or waive if appropriate:~~

~~First offense — \$0 (warning) Third offense — \$500~~

~~Second offense — \$250 Fourth and subsequent offenses — \$750~~

~~Offenses shall be counted on a calendar year basis.~~

~~*Chapter 13 adopted by Trustees October 13, 1998, amended 9/14/04, 02/12/08 and 5/14/18.*~~

**VILLAGE-CITY OF ESSEX
JUNCTION, VT MUNICIPAL CODE
CHAPTER 16**

**ORDINANCE PROHIBITING ~~GRAFFITI AND DEFACEMENT OF PROPERTY AND~~
PLACING SUBSTANCES IN PUBLIC FOUNTAINS**

PURPOSE:—~~This ordinance seeks to help prevent the spread of graffiti and defacement of property, public and private. Graffiti and the defacement of property are destructive of the rights and values of property owners. They are aesthetic blights on the entire community. Graffiti and defacement of property are acts of vandalism, detrimental to the village, and are, therefore, public nuisances.~~

~~SECTION 1601. DEFINITIONS.~~

- ~~1) "Graffiti" means any inscription, word, figure, painting or other defacement that is written, marked, etched, scratched, sprayed, drawn, painted, or engraved on or otherwise affixed to any surface of public or private property by any graffiti implement, without being authorized to do so by the owner of the property or the owner's duly authorized agent.~~
- ~~2) "Graffiti implement" means an aerosol paint container, a broad-tipped marker, gum label, paint stick or graffiti stick, etching equipment, brush or any other device capable of scarring or leaving a visible mark on any natural or manmade surface.~~
- ~~3) "Defacement" means any application or causing the application to any surface of public or private property of paint, varnish, lead, crayon, wax, ink, dye or other substance, or the carving, chiseling, writing, or other such act of any mark, figure or letter on such property without being authorized to do so by the owner of the property or the owner's duly authorized agent.~~

~~SECTION 1602. PROHIBITED ACTS.~~

~~It shall be unlawful for any person to make graffiti or deface any surface of public or private property unless authorized by the owner of the property or the owner's duly authorized agent.~~

SECTION 160301. PLACING SUBSTANCES IN PUBLIC FOUNTAINS

No person shall throw, put or place or cause to be thrown, put or placed in any public fountain, or the water thereof, in the ~~villageCity~~, soap, stone, dirt, ashes, shavings, sticks, garbage, rubbish or filth of any kind, nor shall any person wade or bathe in, or cause or permit a dog or other animal to go into or swim in the water of a public fountain in the ~~villageCity~~.

SECTION 160402. PENALTIES:

a. Any person who violates a provision of this Chapter of the Municipal Code shall be subject to a civil penalty of up to \$500 per day for each day that such violation continues. Police Officers of the Town of Essex shall be authorized to act as Issuing Municipal Officials to issue and pursue before the Traffic and Municipal Ordinance Bureau a municipal complaint.

b. An Issuing Municipal Official is authorized to recover a waiver fee, in lieu of a civil penalty, in the following amount, for any person who declines to contest a municipal complaint and pays the waiver fee:

Each offense - **\$500.00**

Offenses shall be counted on a calendar year basis.

c. An Issuing Municipal Official is authorized to recover civil penalties in the following amounts for each violation:

Each offense - **\$500**

Offenses shall be counted on a calendar year basis.

The City of Essex Junction
 Comparison of Existing Municipal Ordinance to the new public
 Nuisance Ordinance (adopted on September 14, 2021)

Current Ordinance: Chapter 6: Regulations of Soliciting	New Public Nuisance Ordinance: Section 608: Soliciting – General Provisions Section 609: Soliciting - Regulations Section 610: Soliciting – Violations Definitions: Solicitation or Soliciting; Solicitor or Peddler; Sponsor
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Recommendation:
 This whole ordinance can be found in Sections 608 and 609 and in the list of definitions of the new Public Nuisance Ordinance and can therefore be rescinded in its entirety.

Current Ordinance: Chapter 7: Noise Ordinance	New Public Nuisance Ordinance: Section 605: Excessive Sound
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Recommendation:
 There are some differences between these two ordinances. There are more prohibitions and exemptions in the new Public Nuisance Ordinance, and the wording is not the same. The way the noise is measured is also different. The violation penalties in the new Public Nuisance Ordinance are higher. Staff assumes excessive noise should be addressed as the Trustees most recently decided to address them in the new Public Nuisance Ordinance. Therefore the current Chapter 7: Noise Ordinance can be rescinded in its entirety.

Current Ordinance: Chapter 9: Enforcement	New Public Nuisance Ordinance: Section 616: Enforcement Section 617: Violations - Penalties
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Recommendation:
 The current Enforcement Ordinance includes references to Chapters 6, 10, and 13. The new Public Nuisance Ordinance now covers these chapters and includes a different fee associated with them. The recommendation is to delete references to Chapters 6, 10, and 13 from the current Chapter 9, as they will be rescinded in their entirety.

Current Ordinance: Chapter 10: Regulations of Public Indecency	New Public Nuisance Ordinance: Section 607: Public Nudity
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Recommendation:
 The whole ordinance can be found in section 607 in the new Public Nuisance Ordinance. The violation penalties in the new Public Nuisance Ordinance are higher. The entire Chapter 10: Regulations of Public Indecency can be rescinded.

<p>Current Ordinance: Chapter 13: Regulation of Public Nuisance</p>	<p>New Public Nuisance Ordinance: Section 604: Disorderly Conduct Section 614: Open Fires Definition: Aggressive Manner</p>
<p>Recommendation: Section 1301: Disorderly Conduct, Assault and Battery, has some information not included in the new Public Nuisance Ordinance. The current ordinance also includes language about issuing a citation.</p> <p>Section 1302: Open Burning, also has additional information not included in the new Public Nuisance Ordinance. This includes how fires must be attended to and how far they must be from structures. However, open fires are not allowed, and therefore the language in the new public nuisance ordinance is clearer. The violation penalties in the new Public Nuisance Ordinance are higher when fire calls are included.</p> <p>Staff assumes these public nuisances should be addressed as the Trustees most recently decided to address them in the new Public Nuisance Ordinance, and therefore the current Chapter 13: Regulation of Public Nuisance can be rescinded in its entirety.</p>	

<p>Current Ordinance: Chapter 16: Ordinance Prohibiting Graffiti and Defacement of Property and Placing Substances in Public Fountains</p>	<p>New Public Nuisance Ordinance: Section 612: Defacing Buildings, Structures and Signs</p>
<p>Recommendation: Section 612 of the new Public Nuisance Ordinance includes the definition of defacement that is used in Section 1601 and Section 1602: Prohibited Acts.</p> <p>Section 1603: Placing Substances in Public Fountains is not included in the new Public Nuisance Ordinance.</p> <p>The violation penalties are included in the current Ordinance and are not the same as the new Public Nuisance Ordinance, which has a lower fee.</p> <p>The recommendation is to rescind Sections 1601 and 1602 as they are now covered in the new Public Nuisance Ordinance and to keep the rest of Chapter 16 to retain an ordinance prohibiting placing substances in public fountains.</p>	

Chapter 6

Public Nuisance

Sections:

- 601 Authority
- 602 Purpose
- 603 Definitions
- 604 Disorderly Conduct
- 605 Excessive Sound
- 606 Public Urination / Defecation
- 607 Public Nudity
- 608 Soliciting – General Provisions
- 609 Soliciting - Regulations
- 610 Soliciting – Violations
- 611 Aggressive panhandling prohibited
- 612 Defacing Buildings, Structures and signs
- 613 Alcohol
- 614 Open Fires
- 615 Fireworks
- 616 Enforcement
- 617 Violations – Penalties
- 618 Severability

601 Authority

- A. This ordinance is enacted pursuant to 24 V.S.A., Section 2291, et seq. It shall constitute a civil ordinance within the meaning of 24 V.S.A., Chapter 59.

602 Purpose

- A. The purpose of this ordinance is to preserve the public health, safety and welfare by prohibiting general nuisance behavior, which is unreasonable or unsuitable for a particular time and place. Such behavior is detrimental to the peace and good order of the community. Typically, nuisance behavior disrupts the public peace and affects the quality of life within the Village of Essex Junction.

603 Definitions

- A. **Aggressive manner:** shall mean any of the following:
- a. Approaching or speaking to a person, or following a person before, during or after soliciting if that conduct is intended or is likely to cause a reasonable person to fear bodily harm to oneself or to another or damage to or loss of property or otherwise be intimidated into giving money or other thing of value.
 - b. Continuing to solicit from a person or continuing to engage that person after the person has given a negative response to such soliciting.
 - c. Intentionally or recklessly touching or causing physical contact with another person or that person's property without that person's consent in the course of soliciting.
 - d. Intentionally or recklessly blocking or interfering with the safe or free passage of a pedestrian or vehicle by any means, including unreasonably causing a pedestrian or vehicle operator to take evasive action to avoid physical contact.
 - e. Using violent, obscene or threatening gestures toward a person solicited.
 - f. Following the person being solicited, with the intent of asking that person for money or other things of value.
 - g. Speaking in a volume unreasonably loud under the circumstances.
 - h. Soliciting from anyone who is waiting in line.
- B. **Average sound level:** A sound level during a given period of time found by the general rule of combination of sound levels. Also called equivalent sound level.
- C. **Decibel (dB):** means a unit for measuring the volume of a sound, equal to 20 times the logarithm to the base 10 of the ratio of the pressure of the sound measured to the reference pressure, which is 20 micropascals (20 micronewtons per square meter).

- D. **Fireworks:** shall mean any combustible or explosive composition, or any substance or combination of substances, or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation, including blank cartridges, toy pistols, toy cannons, toy canes, or toy guns in which explosives are used, balloons that are propelled by explosives, firecrackers, torpedoes, sky rockets, Roman candles, cherry bombs, or other fireworks of like construction and any fireworks containing any explosive or flammable compound, or any tablets or other device containing any explosive substance, except sparklers. The term "fireworks" does not include toy pistols, toy canes, toy guns, or other devices in which paper or plastic caps containing 0.25 grains or less of explosive compound are used, providing they are so constructed that the hand cannot come in contact with the cap when in place for use, and toy pistol paper or plastic caps that contain less than 0.2 grains of explosive mixture. The term "fireworks" does not include fixed ammunition for firearms, or primers for firearms. The term "sparkler" means a sparkling item that is in compliance with the United States Consumer Product Safety Commission regulations and is one of the following:
- a. A hand-held wire or wood sparkler that is less than 14 inches and has no more than 20 grams of pyrotechnic mixture; or
 - b. A snake, party popper, glow worm, smoke device, string popper, snapper, or drop pop with no more than 0.25 grains of explosive mixture.

Cross References:

See 20 V.S.A. § 3131

- E. **Food:** shall have its usual and ordinary meaning and shall include all items designed for human consumption, including, but not limited to, candy, coffee, gum, popcorn, hot dogs, sandwiches, peanuts, soft drinks and dairy products.
- F. **Instantaneous maximum sound:** means either a single pressure peak or a single burst (multiple pressure peaks) that has duration of less than one second.
- G. **Merchandise:** shall have its usual and ordinary meaning, including, but not limited to, such items as tools, clothing, furniture, toys, and appliances.
- H. **Mobile ice cream vendor:** means a person, firm or corporation, either as a principal or agent, which engages in the mobile vending of ice cream and/or frozen novelty items for immediate human consumption.
- I. **Mobile vending:** means offering food, merchandise or services for sale to the general public from a vehicle, conveyance, or a nonpermanent structure or place of business.
- J. **Mobile vendor:** means the person, firm or corporation, either as a principal or agent, which engages in mobile vending as defined herein.
- K. **Nudity:** shall mean the showing of the human male or female genitals, pubic area or buttocks with less than a full opaque covering, or the showing of the female breast with less than a fully opaque covering of any portion of the nipple, or the depiction of covered male genitals in a discernibly turgid state.
- L. **Open beverage container:** A container, bottle, can or vessel containing malt or vinous beverages or spirituous liquors, which is opened.

- M. **Plainly audible**: shall mean any sound that can be detected by a person using his or her unaided hearing faculties. The detection of the rhythmic base component of the music is sufficient to constitute a plainly audible sound.
- N. **Premises**: shall mean any building, structure, land, utility or portion thereof, including all appurtenances, and shall also include yards, lots, courts, inner yards and real properties without buildings or improvements, owned or controlled by a person.
- O. **Property line**: shall mean that real or imaginary line and its vertical extension which separates real property owned or controlled by any person from contiguous real property owned or controlled by another person. The vertical and horizontal boundaries of a dwelling unit in a multi-dwelling-unit building, condominium, or townhouse complex shall not be considered property lines separating one (1) premises from another.
- P. **Public celebration**: means Independence Day activities or any other time of public celebration designated by the municipality, such as Memorial Day or such events as sidewalk sales, parades, and street fairs which are officially authorized by the legislative body.
- Q. **Public Official**: shall mean an authorized employee of the Village of Essex Junction.
- R. **Public Place**: shall mean any bridge, culvert, roadway, street, square, fairground, sidewalk, alley, playground, park, or school property or other place open temporarily or permanently to the public or general circulation of vehicles or pedestrians within the Village of Essex Junction.
- S. **Receiving Property**: The location that is receiving the sound in question.
- T. **Sample period**: shall mean 15 minutes of continuous monitoring.
- U. **Services**: shall have its usual and ordinary meaning and shall include the performance of any act done for compensation, including, but not limited to the acts of cleaning, repairing, entertaining, delivering, advising, adjusting, moving, insuring, protecting, and/or maintaining.
- V. **Solicitation or Soliciting**: shall mean asking for money or objects of value, selling, offering or exposing for sale, or trading, dealing, or trafficking in any personal property, food, merchandise, or service, either at wholesale or retail, in the village by going from house to house, business to business, or from place to place or by indiscriminately approaching individuals, businesses, or organizations, including sales by sample or for future delivery.
- W. **Solicitor or Peddler**: means the person, firm or corporation, either as a principal or agent, which engages in solicitation as defined herein.
- X. **Sound measurement standards**: Sound shall be measured in accordance with standards specified by the American National Standards Institute (ANSI).
- Y. **Source premises**: shall mean the premises (residential, commercial, industrial, or public) as listed in Table A that is emitting **Sound** that is crossing one (1) or more property lines and impacting the receiving property.

- Z. **Sponsor:** Any individual, business or organization with which a solicitor or peddler is economically affiliated, in relation to soliciting, in an employer-employee, master-servant, independent contractor, agency, joint venture of similar arrangement.
- AA. **Standard working day:** means Monday through Friday, 8:00 a.m. to 5:00 p.m., except weekends and holidays.
- BB. **Unreasonable Sound:** shall mean any excessive or unusually loud sound which either annoys, disturbs, injures or endangers the comfort, repose, health, peace or safety of a reasonable person of normal sensibilities.

604 Disorderly Conduct

- A. No person in a public place shall behave in a rude or disorderly manner or use indecent, profane, or insulting language with the intent to annoy or disturb another person.
- B. No person shall make graffiti, indecent figures, letters, words or write indecent or obscene words upon a fence, building, sidewalk, or public place.
- C. No person shall by sound, gesture, or other means, wantonly and designedly frighten a horse in a street or other public place.
- D. No person shall throw stones or other missiles in or upon a public street, common, or other ground belonging to the municipality.

*Cross References. Breach of the Peace,
See, Disorderly Conduct 13 V.S.A. § 1026.*

605 Excessive Sound

- A. General Prohibition:
- a. It shall be unlawful for any person to make or cause to be made, assist in making or continue any excessive or unreasonable loud sound. Sound shall be deemed unreasonable when it disturbs, injures, or endangers the comfort, peace or health of a person in the immediate vicinity of the sound disturbance.
- b. It shall be considered a sound disturbance and public nuisance provided the sound source is plainly audible from the receiving property line.
- B. Express Prohibitions:
- a. The following acts, which enumerations shall not be deemed to be exclusive, are declared to be sound disturbances:
- i. Operating or permitting the use or operation of radios, television sets, musical instruments, phonographs and similar devices. The operation or permitting the use or operation of any musical instrument, radio, television, phonograph, or other

device for the production or reproduction of sound in such a manner as to be plainly audible through walls between units within the same building, from another property or from the street between the hours of 10:00 p.m. and 7:00 a.m. or in such a manner as to unreasonably disturb the peace, quiet or comfort of the public.

- ii. The operation or permitting the operation of any radio, stereo or other sound amplification equipment from a motor vehicle that is audible at twenty-five (25) feet from such vehicle. The term "motor vehicle" shall mean any car, truck, or motorcycle.
- iii. Parties and other social events. Notwithstanding section (a)(i), it shall be unlawful for any person who is participating in a party or other social event to actively make unreasonably loud sound. A party or other social event is defined as a gathering upon the premises of one or more persons not residing at the premises. Unreasonably loud sound is sound that unreasonably interferes with the peace or health of members of the public or is plainly audible between the hours of 10:00 p.m. and 7:00 a.m. through the walls between units within the same building, from another property or from the street. It shall also be unlawful for any resident of a premise to allow a party or other social event occurring in or about the premises to produce unreasonably loud sound. There is a rebuttable presumption that all residents of the premises have allowed such party or other social event to occur in or about the premises. All residents of the premises are responsible for such unreasonable sound made, each having joint and several liability.
- iv. Machinery. The operation or permitting or directing the operation of any power equipment or machinery outdoors between the hours of 9:00 p.m. and 7:00 a.m. except in emergency situations, ex: Construction sound. The excavation, demolition, erection, construction, alteration or repair of any premises or structure between the hours of 9:00 p.m. and 7:00 a.m. except in emergency situations.
- v. Loudspeakers, amplifiers. The use of loudspeakers or other sound amplification equipment upon the public streets for the purpose of commercial advertising or attracting the attention of the public to any building or site.
- vi. The removal of household and commercial trash by authorized commercial trash haulers utilizing mechanized conveyances between the hours of 9:00 P.M. and 7:00 A.M. is prohibited.
- vii. Defect in vehicle or operation of a vehicle. The operation of an automobile or motorcycle which creates squealing, squealing of tires, loud and unnecessary grating, grinding, exploding type, rattling or other sounds.
- viii. Dogs, cats and other animals. The keeping of any dog, cat or other animal which shall become a nuisance to another person in the vicinity where such dog, cat or other animal is kept, by frequent or continued barking, howling, yelping or screaming.

C. Prohibitions for Non-Residential Uses

- a. It shall be a violation of this section for anyone to create or allow the creation of sound not otherwise specified under General Provisions, in excess of the following stated limits during the stated time periods for the sound generated on the properties being used for other than residential purposes.
- b. Sound measurements shall be made at the property line.
- c. This standard shall not apply to the unoccupied receiving properties.
- d. Sound level measurements shall be taken with a sound level meter meeting the minimum American Standards Insitutite (ANSI) requirements for Type I or Type II accurancy, and shall have a fast response setting.
- e. Nothing in this section shall prevent the Village of Essex Junction from imposing additional sound control measures beyond that needed to reach the limits below.

Table A: Allowable Sound Levels (in dB) with Time of Day Allowance

	Receiving Premises				
	Residential	Sample Period (15 mins)		Instantaneous Maximum (db)	
Source Premises		7am-10pm	10pm-7am	7am-10pm	10pm-7am
Residential		60	55	80	60
Commercial		65	60	80	60
Industrial		80	75	90	70

D. Exemptions:

- a. Sound from the following sources shall be exempt from the prohibitions specified herein:
 - i. Any person or organization that has obtained a sound waiver from the Village of Essex Junction. (Champlain Valley Fair, parade, block parties, fireworks, etc.)
 - ii. All safety signals and warning devices or any other device used to alert persons to any emergency or used during the conduct of emergency work, including, but not limited to, police, fire and rescue vehicle sirens.
 - iii. The repair and maintenance of facilities within the Village of Essex Junction, services, or public utilities when such work must be accomplished outside of daytime hours.
 - iv. Any construction activity that has obtained approval from the Village of Essex Junction to occur between the hours of 9:00 p.m. and 7:00 a.m. and that is deemed to be in the best interest of public health, safety, and welfare.

- v. Equipment for maintenance of lawn and grounds during the hours of 7:00 a.m. to 9:00 p.m. (including but not limited to lawn mowers, hedge trimmers, weed trimmers, chain saws, snow blowers and leaf blowers) assuming they are properly muffled.
 - vi. Snow removal equipment operated within the manufacturer's specifications and in proper operating condition.
 - vii. Musical, recreational, and athletic events conducted by and on the site of a school or educational institution or is sponsored by the Village of Essex Junction, state or federal government.
 - viii. Events and activities conducted by or permitted by the Village of Essex Junction. Persons operating an event or activity under authority of an entertainment permit, parade/street event permit, solid waste license, or parks special use permit shall comply with all conditions of such permits or licenses with respect to sound control issues.
 - ix. Construction or repair work which must be done to address an emergency health or safety concern and that cannot be accomplished during daytime hours and is not work which includes normal maintenance and repair.
 - x. Sound associated with standard agricultural operations.
 - xi. Sounds created by bell, carillons, or chimes associated with specific religious observances.
 - xii. The use of firearms when used for hunting in accordance with state Fish and Wildlife laws.
- E. It shall be a violation of this section for anyone to create or allow the creation of sound not otherwise specified under General Prohibitions or Expressed Prohibitions, in excess of the sample period (15 continuous minutes) for sound generated on properties being used for other than residential purposes. Refer to Table A.
- a. Sound measurements shall be made at the property line of the receiving premises.
 - b. Sampling will be conducted with a sound level instrument using sound measurement standards. (American National Standards Institute (ANSI))
- F. Notification by property owners of rental housing. Owners of rental housing shall be required to provide a copy of this section to a tenant at the start of the tenancy. However, the failure of an owner to provide a copy of the ordinance shall not be a defense to a violation of this section.

*Cross References. Breach of the Peace; Disturbances.
 See Noise in the nighttime 13 V.S.A. § 1022;
 See Disorderly conduct 13 V.S.A. §1026.*

- A. No person shall urinate or defecate on any street, sidewalk, parking lot, recreational path, in a park or other public place.

607 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.

- B. No person who owns, leases or controls property shall knowingly allow any person to engage in the conduct described in subsection (A) of this section at any time such property is open to the public.

*Cross References. Obscenity.
See Obscenity 13 V.S.A. §2801 et seq.*

608 Soliciting General Provisions

- A. **Purposes:** To regulate the activities of solicitors and peddlers within the Village of Essex Junction for the protection of the public health, safety, welfare, and convenience, and to protect the residents of Essex Junction from unscrupulous, fraudulent, and immoral business practices.

- B. **Authority:** This ordinance is adopted pursuant to the authority conferred by Article I, Section 1.07 of the Village Charter.

- C. **Exclusions:** This ordinance shall not be construed as impairing the rights conferred by 24 V.S.A. Section 2181. (Sale of Produce. Owners and renters of land shall have the right to vend or sell all products of such land without obtaining licenses from such towns).

609 Solicitating - Regulations

- A. No solicitor shall conduct business without first obtaining a permit from an authorized public official from Village of Essex Junction.
 - a. The following information shall be gathered:
 - i. The full name, address, and telephone of the group, business or organization.
 - ii. The full name, address, and telephone of a contact person for the group, business or organization.
 - iii. The purpose of the solicitations to be conducted in the Village of Essex Junction.
 - iv. The description of services, food or merchandise being offered for sale.
 - v. A list of the full names, contact information and identification of the persons acting on behalf of the group, business or organization and the dates and times during which they will be soliciting in the Village of Essex Junction.

- vi. The license plate and description of the vehicle used in transporting persons who will be soliciting.
- B. Persons acting on behalf of the group, business or organization qualifying under this subsection shall always during the solicitations wear identification clearly showing their affiliation with said group or organization.
- C. Sound. No solicitor or peddler shall shout, cry out, or use any sound-making device (including horns, bells, loudspeakers, sound amplifying systems) from the Village's streets, sidewalks, or other public property in a manner which unreasonably disturbs the peace or constitutes a public nuisance.
- D. Offensive Practices. No solicitor or peddler shall physically accost, restrain or otherwise interfere with the free movement of any individual during the course of the solicitor's or peddler's activities.
- E. Conduct on Private Property. No solicitor or peddler shall enter upon private property which contains a sign or other notice that soliciting is prohibited. Solicitors and peddlers shall promptly depart from private property upon the request of the owner or resident thereof.
- F. Hours: No solicitor or peddler shall solicit between the hours of 9 P.M. and 7 A.M.

610 Soliciting – Violations

- A. Failure to comply with any of the above requirements, or the following, shall be a violation of this chapter:
 - a. Failure to obtain a permit.
 - b. Parking regulations as contained in Chapter 8.
 - c. Shall not, by causing a congregation of people, obstruct the passage along any sidewalk, street, alley or parking lot, annoy, injure or endanger the public safety, health, or comfort; nor unreasonably disturb the peace.
 - d. Shall not sell on the street side of the vehicle or conveyance.
 - e. Shall comply with all clauses and regulations of State of Vermont Department of Health regarding food handling.
 - f. Shall not misrepresent facts to the authorized public official / Police Department or to the public.
 - g. Shall not sell, operate or supply any good or service unless properly licensed by the state and/or county.
 - h. Shall not shout, cry out, or use sound making devices (including horns, whistles, bells, loudspeakers sound amplification systems).
 - i. Shall not physically accost, restrain or otherwise interfere with the free movement of any individual.
 - j. Shall not enter upon private property that contains a sign or notice that soliciting is prohibited. Solicitors shall also promptly leave when requested by the owner or resident.
 - k. Shall comply with all requirements enumerated in this chapter.
- B. Violations will be issued in a manner described in 617 of this chapter.
- C. Violations may be cause for the authorized public official to revoke the permit and privileges to solicit.

611 Aggressive panhandling prohibited

- A. The Village of Essex Junction finds that aggressive begging, panhandling, or solicitation negatively affects the following significant governmental interests set forth herein. This law is intended to promote these governmental interests and combat the negative effects of aggressive begging, panhandling or solicitation. It is not intended to limit any persons from exercising their constitutional right to solicit funds, picket, protest or engage in other constitutionally protected activity.
- a. Protection of citizens from physical threats or injury and from damage to property.
 - b. Prevention of harassment and intimidation of members of the public.
 - c. Prevention of violent crime.
 - d. Traffic control and public safety.
 - e. Orderly movement of traffic and pedestrians.
 - f. Provision and maintenance of a safe, aesthetically attractive environment in areas designed to attract tourist revenue.

612 Defacing Buildings, Structures and Signs

- A. No person shall apply or cause to be applied any paint, varnish, lead, crayon, wax, ink, dye or other indelible substance, nor shall any person carve, chisel or write any figure or letter on the exterior or interior walls or on the windows of any building or structure or deface any sign or signal without having authority from the owner or authorized agent.

Cross References. Trespass and Malicious Injuries to Property.

See, Unlawful Mischief 13 V.S.A. § 3701;

See, Interference with devices or signals 23 V.S.A. § 1028.

613 Alcohol

- A. No person shall have constructive or actual possession of an open beverage container in any public place or in any motor vehicle located in a public place.
- B. No person shall consume the contents of an open beverage container in any public place or in any motor vehicle in a public place.
- C. Notwithstanding subsections (1) to (2) hereof, it shall not be unlawful to possess an open beverage container or to consume the contents where permits have been issued by the Village of Essex Junction.
- D. Violations of this section are punishable by the penalties listed below. However, the penalty shall be waived upon the successful completion of a restorative or reparative justice program through the Community Justice Center.

Cross References. Operation of Vehicles,

See, Open Container 23 V.S.A. § 1134(a)

614 Open Fires

- A. Burning materials of brush, grass, natural unpainted, unstained, untreated dimension lumber and wood products is not allowed in the Village of Essex Junction.
- B. Materials such as tires, solid waste, composite materials, treated, painted or stained, pressure treated materials, other like materials and/or trash are specifically prohibited.
- C. Cooking or outdoor fireplaces are allowed with proper fuels to include charcoal, firewood, liquid propane (LP) or natural gas.
- D. This prohibition shall not include training exercises by the Essex Junction Fire and Essex Town Fire Departments. The Village Trustees, with the concurrence of the Essex Junction Fire Chief, may approve a burn permit for a community event provided that the Essex Junction Fire Department is present.

615 Fireworks

- A. Except as hereinafter provided it shall be unlawful for any person, firm, co-partnership or corporation to offer for sale, expose for sale, sell at retail or wholesale, possess, use or explode any fireworks; and it shall also be unlawful for any person, firm, co-partnership or corporation to transport fireworks except in interstate commerce.

*Cross References. Internal Security and Public Safety,
See, Fireworks, 20 V.S.A. § 3132 et seq.*

616 Enforcement

- A. This is a civil ordinance and shall be enforced in accordance with 24 V.S.A. § 1974a et seq. and 1977.

617 Violations – Penalties

- A. Any person in violation of any provisions of this chapter shall be considered a civil violation. If any violation continues, each day shall constitute a new violation. Offenses shall be counted on a calendar year basis.

- a. Waiver Fees

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 Offense \$200.00

Fourth and subsequent Offense \$400.00

- *Fire calls only - fine plus fire department expense up to \$800.00*

b. Civil Penalties

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 Offense \$400.00

Fourth and subsequent Offense \$800.00

- *Fire calls only - fine plus fire department expense up to \$800.00.*

c. Fire Department expenses

i. Pumper \$100.00 per hour;

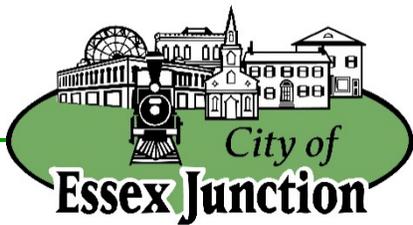
ii. Tanker \$75.00 per hour;

iii. Minimum one (1) hour pay for each firefighter responding to call.

- B. In addition to the enforcement procedures available before the Judicial Bureau, the Manager or their designee is authorized to commence a civil action to obtain injunctive and other appropriate relief, or to pursue any other remedy authorized by law.

618 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.



**RESOLUTION OF APPRECIATION
BERNIE FLEURY**

- WHEREAS Bernie Fleury was hired by the City of Essex Junction as Wastewater Operator on March 12, 1979;
- WHEREAS since that time, Bernie’s in-depth knowledge and experience has led him to hold roles as Assistant Chief and Chief Operator for over 30 years, training, mentoring and guiding new and seasoned operators;
- WHEREAS Bernie will retire on December 16, 2022, as the longest continuous serving employee with 44 years of dedicated service, leadership, knowledge and experience at the Wastewater Treatment Facility;
- WHEREAS Bernie has witnessed, participated and given input in every upgrade that has occurred at the facility and remote pumping stations including the addition of secondary treatment and sludge management (1983), the gravity belt thickener and equalization building addition, 2011 Maintenance upgrade, upgrades to West st, Susie Wilson Rd and the High School pump stations.
- WHEREAS Bernie has assisted with several innovative and cutting-edge piolet programs at the facility including a phosphorus reduction and recovery process (Pe-phlo) in partnership with UVM and Vermont Phosphorus Innovation Challenge and a protein matrix grease reduction management program in anaerobic digesters.
- WHEREAS Bernie was an active member of several trade organizations including the New England Water Environment Association and Green Mountain Water and Environment Association; he was a member of the operations team called Sewer Marines representing Vermont and New England at regional and national wastewater operation challenge competitions, placing in several categories.
- WHEREAS Bernie received the Wastewater Operator Excellence Award from Green Mountain Water Environment Association for outstanding service in water pollution control in 2020;
- WHEREAS Bernie sense of humor, teamwork, leadership, passion for doing a job thoroughly, teaching others and historical knowledge of the facility will be tremendously missed.

NOW, THEREFORE BE IT RESOLVED

On this day, Wednesday, December 14, 2022, the Essex Junction City Council expresses its appreciation to Bernie for his dedicated career at the Essex Junction Wastewater Facility. We thank you for your time and service to our community.

WITH SINCERE APPRECIATION,

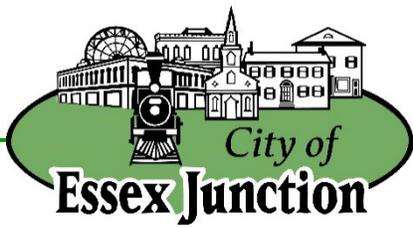
Andrew Brown, President

Raj Chawla, Vice President

Amber Thibeault

Dan Kerin

George Tyler



**RESOLUTION OF APPRECIATION
JERRY FIRKEY**

- WHEREAS Jerry Firkey has been the Essex Town and Junction Health Officer for forty-seven (47) years;
- WHEREAS Jerry's term will end on December 31, 2022, ending his fifty (50) year service as a Vermont Health Officer;
- WHEREAS Jerry has worked in difficult and stressful situations with empathy for the parties involved;
- WHEREAS Jerry has assisted the City with rental housing complaints, rodent issues and countless public health issues;
- WHEREAS Jerry's dedication to the health and safety of this community has been invaluable and will be missed.

NOW, THEREFORE BE IT RESOLVED

On this day, Wednesday, December 14, 2022, the Essex Junction City Council expresses its appreciation to Jerry for his dedicated service as Health Officer. We thank you for your time and service to our community.

WITH SINCERE APPRECIATION,

Andrew Brown, President

Raj Chawla, Vice President

Amber Thibeault

Dan Kerin

George Tyler

Essex Junction Appointed Committees Application

Thank you so much for your interest in serving your community on one of our appointed committees or commissions. Please complete the information below and submit. A representative from the administration will be in touch regarding next steps, which typically includes a brief interview with the City Council.

Please note that once you submit this it is a public record. Your application will appear in a board packet that the public will see. Your e-mail, address, and phone number will be redacted.

Email *

[REDACTED]

Name (first & last) *

John O'Brien

Address Please note that you must be a resident of the City of Essex Junction *

[REDACTED] Essex Junction, VT 05452

Phone Number *

[REDACTED]

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
- Joint Housing Commission
- Planning Commission
- Tree Advisory Committee

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

- Yes
- No

Returning Committee Member

Why do you want to be reappointed to this committee? *

What have you enjoyed about your time on this committee so far? *

What are two significant accomplishments this committee has made during your term?

What do you hope to accomplish by being reappointed for another term? *

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

New Committee Member

Why are you interested in joining this committee? *

My family and I are very fortunate to have recently put down roots in Essex Junction and I am enthusiastic about finding ways to engage with our community at large. I am a data-driven people-person always eager to lend my voice to find solutions to any given problem.

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

I graduated from Saint Michael's College with my BA in Journalism and Mass Communication and have always enjoyed reporting on and following trends local, regional, national and global on efforts to combat climate change and firmly believe that while the bulk of our planet's future relies on curtailing industrial waste, it is within our own communities that the passion for change and a willingness to embrace new ways to curb waste and consumption will drive momentum on a larger scale. That optimism aside I am also passionate about reducing our own consumption at home and believe that Vermont and its residents have the potential to reach ambitious goals in these efforts. As a proud parent to two young children, who themselves understand the importance of caring for the planet, I feel it is my obligation to bring this drive to serve my community.

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

Lend a voice to the unique needs of our city with a focus on the future: new and prospective residents as well as young families and their drive for sustainable practices. Our city is engaging in an exciting transition and at this precipice must look forward at every aspect of our growth including our involvement with waste management in the most populous county in our state.

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

Thank you for your consideration. As a new resident of Essex Junction, and a lifelong Vermonter, I look forward to working with my neighbors to continue to build this community into an enriching place for present and future generations.

This form was created inside of Essex Junction Recreation & Parks.

Google Forms

Essex Junction Appointed Committees Application

Thank you so much for your interest in serving your community on one of our appointed committees or commissions. Please complete the information below and submit. A representative from the administration will be in touch regarding next steps, which typically includes a brief interview with the City Council.

Please note that once you submit this it is a public record. Your application will appear in a board packet that the public will see. Your e-mail, address, and phone number will be redacted.

Email *

[REDACTED]

Name (first & last) *

Mike Sullivan

Address Please note that you must be a resident of the City of Essex Junction *

[REDACTED]

Phone Number *

[REDACTED]

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
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- Tree Advisory Committee

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

- Yes
- No

Returning Committee Member

Why do you want to be reappointed to this committee? *

What have you enjoyed about your time on this committee so far? *

What are two significant accomplishments this committee has made during your term?

What do you hope to accomplish by being reappointed for another term? *

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

New Committee Member

Why are you interested in joining this committee? *

Very interested in recycling as much as we can an feel I like to give some service to my CITY!

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

I have a BS. in Engineering which allows me to understand and appreciate how complex the process of recycling.

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

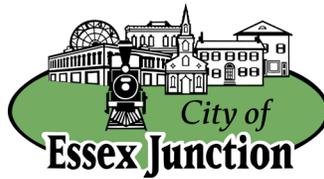
I would like to be a value-add member of the committee.

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

I see the impact on our environment and health is directly affected on how we handle waste.

This form was created inside of Essex Junction Recreation & Parks.

Google Forms



MEMORANDUM

TO: Essex Junction City Council
FROM: Regina Mahony, City Manager
DATE: December 14, 2022
SUBJECT: Champlain Valley Expo Financial Agreement

Issue:

The issue is whether the City Council will enter into a new Financial Agreement with the Champlain Valley Expo as the existing will expire at the end of December 2022.

Discussion:

To have a discussion regarding the terms of the financial agreement with CVE, and to discuss an extension of this agreement. The CVE Board will be reviewing the agreement on the night of 12/12. The strikethrough version of the agreement is attached.

Recommendation: Staff recommends that the City enter into a new financial agreement through 2028 with the same terms as exists in the current agreement.

Recommended Motion:

If the City Council wishes to move forward with the recommendation:

“I move that the City Council authorize the City Manager to enter the Financial Agreement with Champlain Valley Expo from January 2023 through December 2027.”

Attachments:

Draft Financial Agreement

FINANCIAL CONTRIBUTION AGREEMENT BETWEEN

CHAMPLAIN VALLEY EXPOSITION, INC.

AND THE ~~VILLAGECITY~~ OF ESSEX JUNCTION

~~2020~~2023-~~2022~~2028

This Agreement is entered into by and between Champlain Valley Exposition, Inc. (“CVE”), a Vermont nonprofit corporation with its principal place of business in Essex Junction, Vermont, and the ~~VillageCity~~ of Essex Junction (“~~VillageCity~~”), a Vermont municipal corporation, with ~~villagecity~~ offices located at 2 Lincoln Street, Essex Junction, Vermont. The effective date of this Agreement shall be January 1, 202~~30~~.

RECITALS

WHEREAS, CVE is the owner of lands and premises commonly known as the “Fairgrounds” located entirely within the ~~VillageCity~~; and

WHEREAS, CVE has historically hosted concerts, shows, and exhibitions at the Fairgrounds at various times during each year, including the annual Champlain Valley Fair; and

WHEREAS, CVE and the ~~VillageCity~~ recognize the mutual contributions and interdependence, both tangible and intangible, each share with the other, for the benefit of the community at large, and

WHEREAS, CVE has offered to make an annual cash donation to the ~~VillageCity~~, in addition to the many ongoing indirect and in-kind contributions it makes in the ordinary course of its business; and

WHEREAS, the ~~VillageCity~~ wishes to accept CVE’s offer of a cash donation and to continue working closely with CVE to develop and promote public understanding of the many contributions CVE makes to the community.

NOW THEREFORE, in consideration of the foregoing, and of the mutual undertakings contained herein, CVE and the ~~VillageCity~~ agree as follows:

1. ~~a).~~ Donation. CVE agrees to make a voluntary cash donation in the amount of \$15,000 to the ~~VillageCity~~ for the first year of this Agreement and a two percent (2%) increase to the annual donation beginning during the second year of this Agreement. The first such donation shall be made on or before June 15, ~~2020~~2023, with two subsequent annual donations on or before June 15 each year, to and including June 15, ~~2022~~2028.

AGREEMENT BETWEEN CHAMPLAIN VALLEY EXPOSITION, INC. and
THE ~~VILLAGE~~CITY OF ESSEX JUNCTION

~~b). Town of Essex. In the event the Town of Essex attempts to implement a donation or other payment from CVE, the Village agrees that CVE's donation to the Village will be reduced by the amount of any non-voluntary payment to the Town, such that CVE's total commitment shall not exceed \$15,000 per year. CVE agrees not to pay voluntarily any donation or payment to any municipal corporations other than routine sponsorships which shall not reduce the donation to the Village.~~

2. Donation Use. CVE's annual donation to the ~~Village~~City shall be used for capital development projects within the ~~Village~~City.

3. Term. The conditions of this Agreement shall remain in full force and effect until December 31, 202~~7~~2.

4. Surcharge. CVE may, in its sole discretion, add a surcharge to any event held at the Fairgrounds, in order to defray the cost of making its donation pursuant to this Agreement. Regardless of whether CVE actually collects such a surcharge, however, it remains obligated to make its annual donation to the ~~Village~~City as provided herein.

5. Other fees and charges. This Agreement shall not affect the terms of any other agreement between CVE and the ~~Village~~City with respect to payments made or to be made by CVE to the ~~Village~~City, nor shall it affect in any way the authority of the ~~Village~~City to enforce its existing ordinances and regulations as they may relate to activities at the Fairgrounds. However, during the term of this Agreement, the ~~Village~~City shall not adopt or impose any new additional fees or charges specific to CVE activities at the Fairgrounds.

6. Annual Fair. The Champlain Valley Fair is currently presented by CVE for a ten-day period each year. The ~~Village~~City has no objection if CVE decides to extend the Fair for an eleventh day after all applicable permits have been obtained.

7. Termination. In the event CVE fails to make its annual donation to the ~~Village~~City as provided herein, or in the event the ~~Village~~City fails to honor or perform any of the promises and obligations undertaken herein, the non-breaching party may terminate this Agreement upon forty-five (45) days written notice to the breaching party, specifying such failure or violation, and this Agreement shall be terminated, unless the breaching party cures the failure or violation specified in such notice within such forty-five (45) days.

9. Notices. Any notice or other communication required or permitted to be given to a party pursuant to this Agreement shall be sent by facsimile or by certified mail, as provided below, or to such

AGREEMENT BETWEEN CHAMPLAIN VALLEY EXPOSITION, INC. and
THE ~~VILLAGE~~CITY OF ESSEX JUNCTION

other address or destination as may be designated by written notice given pursuant to this paragraph.

If to CVE: Champlain Valley Exposition, Inc.
PO Box 209
Essex Junction, Vermont 05452
Fax: 802-879-5404
Attention: Executive Director

If to the ~~Village~~City: ~~Village~~City of Essex Junction
2 Lincoln Street
Essex Junction, VT 05452
Fax: 802-878-6946
Attention: Unified Manager's Office.

10. Revisit Agreement: Both parties agree to revisit this Agreement if the State of Vermont revokes the tax exempt status of the Champlain Valley Exposition, Inc.

11. Entire Agreement: This Agreement constitutes the entire agreement between the parties with respect to its subject matter, and supersedes all previous and contemporaneous agreements and understandings, whether verbal or written, between the parties with respect to that subject matter.

~~VILLAGE~~CITY OF ESSEX JUNCTION

CHAMPLAIN VALLEY EXPOSITION, INC

By: _____

By: _____

~~Evan Feich~~ Regina Mahony

Tim Shea

~~City Unified~~ Manager and Duly Authorized Agent

President and Duly Authorized Agent

Date:

Date:

Memo

To: Essex Junction City Councilors

From: Regina Mahony, City Manager

Meeting Date: December 14, 2022

Agenda Item: Budget Update on 1 Main Street Park design

Issue

The issue is the design of 1 Main Street Park. Following the support expressed at the October 26th Council meeting for the conceptual design, David Burton has prepared a draft cost estimate.

Discussion of the Cost

In July the Council approved a process for developing a design for the 1 Main Street Park, with a working group, and a budget of up to \$200,000 for construction of the park. Guided by the working group, David Burton prepared a design which was presented to the Council in October. The Council expressed support for the design, and indicated that an increase in the budget would be likely and supported.

While the budget is not yet complete, David Burton has begun to gather some estimates. Landshapes provided a cost estimate around \$430,000. This does **not** include the following items (all with rough estimates): pergola structure (\$100,000), shade sails (\$30,000), lighting (\$20,000), soil work (assessment is \$14,000, construction would hopefully be covered by a state brownfields grant) or project design/management fees (\$54,000 additional). That comes to about \$650,000 in total.

For your information, here are the line items from Landshapes:

General Conditions/Mobilizations	\$45,000
Planting and Soils	\$39,000
Plant Maintenance and Establishment (60 days)	\$6,000
1750 SF Pine Hall Pavers (on aggregate)	\$55,000
520 SF WB Granite Pavers (on aggregate)	\$52,000
Granite Curb and Steps	\$8,500
Hexagon Precast Concrete (inc. 6" slab)	\$70,650
Brick Pillars (Need footing detail)(Exc. & concrete inc.)	\$91,600
Fencing Allowance	\$52,500
Bike Rack Allowance	\$3,000
Tree Grate Allowance	\$6,000

Staff intends to apply for a \$200,000 Downtown Transportation Fund grant for this work. It is due on January 31st. The grant requires a 20% match of \$20,000. This would come from the Economic Development Fund as would the rest of the construction costs. There are enough funds for this if we get the grant, however we do need to stay aware of the required Amtrak match (\$600,000).

Considering this cost, Staff would appreciate some feedback from the Council.

Recommendation

It is recommended that the Council provide feedback on the budget thus far, and specific direction on whether we need to move in a different direction on the design.

It is also recommended that the Council authorize staff to submit the application for the Downtown Transportation Fund grant and authorize the City Manager to sign the grant agreement for 1 Main St. Park construction if awarded.

Recommended Motion

“I move that the Council authorize staff to submit the application for the Downtown Transportation Fund grant and authorize the City Manager to sign the grant agreement for 1 Main St. Park construction if awarded.”



Memo

To: Essex Junction City Council

From: Ashley Snellenberger, Communications & Strategic Initiatives Director

Meeting Date: December 14, 2022

Agenda Item: Website Redesign Update

Issue: The City launched the redesigned website on November 30, 2022.

Discussion: The Communications Department will do a website demo similar to the tutorial video placed on the website and Facebook. Some of the new features of the site include:

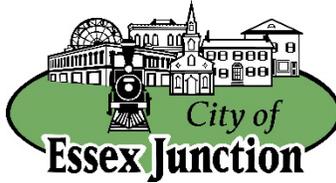
- a Quick Answers button with frequently asked questions,
- a new meeting calendar exclusively for meetings,
- larger and higher contrast fonts, which will improve readability and accessibility,
- a Community Calendar of City events, and
- the redesign and separate Essex Junction Recreation & Parks website.

Cost: None

Recommendation: None

Recommended Motion: None

Attachments: None



Memo

To: Essex Junction City Council

From: Ashley Snellenberger, Communications & Strategic Initiatives Director

Meeting Date: December 14, 2022

Agenda Item: Discussion and consideration of Green Mountain Transit, Winooski Valley Park District Representatives & the Communications Union District

Issue: In November, voters approved the City of Essex Junction to join the Green Mountain Transit Authority, the Winooski Valley Park District and the Chittenden County Communications Union District as a member municipality. All three require the City Council to appoint a person to serve on their governing board.

Discussion: A member of the City Council or a member of the public may serve on the governing boards.

Green Mountain Transit (GMT) is governed by a 13-member Board of Commissioners with two Commissioners representing Burlington and one from Essex Junction, Essex, Hinesburg, Milton, Shelburne, South Burlington, Winooski, Williston, Washington County, Franklin County, Lamoille County, and Grand Isle County. Each Chittenden County commissioner is appointed to the GMT Board by their municipality. The Regional Planning Commission appoints commissioners representing Washington, Franklin, Lamoille, and Grand Isle Counties. Board seats are held for a 3-year term. Commissioners set Board goals annually, and these long-term goals guide the General Manager of GMT and the priorities of the Authority for that Fiscal Year. The GMT Board of Commissioners meets on the third Tuesday of every month at 7:30 a.m. at GMT's administrative office in Burlington.

The **Winooski Valley Park District (WVPD)** is a cooperative partnership of eight member communities that share a common interest in protecting natural resources in the Winooski River Valley. Each member town selects a WVPD Trustee to oversee operations. WVPD Trustees meet monthly to review reports and financials. WVPD Trustees develop park policies, devise capital and long-range plans, provide management direction and oversight, evaluate new land acquisitions, and ensure the needs of their respective communities are met. The Board of Trustees members serve a term of three years. The WVPD Board of Trustees meets virtually via Zoom on the third Tuesday of every month at 4:30 pm.

The **Chittenden County Communications Union District** is not yet formed. According to statute, the board must have its organizational meeting within [90 days of the vote to form a CUD](#) and then register with the Secretary of State's office. Considering this timeframe, I recommend that I sit as the initial appointee to get the governing body started.

Cost: N/A

Recommendation: It is recommended that the Council appoint one of the Council members to serve on the GMT and WVPD boards or ask residents of Essex Junction to apply for these board positions.

It is recommended that the Council appoint one of the Council members or the City Manager to get the Chittenden County Communications Union District up and running; and revisit this in a few months for a more permanent member.

Recommended Motion: Should the Council decide to move forward with recommending a Council member, here are the recommended motions:

“I move to appoint NAME to Green Mountain Transit Board of Commissioners.”

“I move to appoint NAME to the Winooski Valley Park District Board of Trustees.”

“I move to appoint NAME to the Chittenden County Communications Union District.”

Should the Council decide to move forward with the recommendation to appoint an Essex Junction resident, here is the recommended motion:

“I move that Staff advertise the Green Mountain Transit and Winooski Valley Park District board member appointments to Essex Junction residents and present applicants to the City Council for final appointments.”

Should the Council decide to move forward with recommending the City Manager for the CUD, here is the recommended motion:

“I move to appoint the City Manager to the Chittenden County Communications Union District.”

Attachments: None

To: Essex Junction City Council
CC: Brad Luck, Recreation Director
From: Regina Mahony

Meeting Date: December 14, 2022

Agenda Item: Tree Farm Contracts and Lease

Issue

There are three contracts associated with the Tree Farm Recreation Facility. They include:

- Memorandum of Understanding for the management of the Tree Farm Recreation Facility Between the Town of Essex and the Village of Essex Junction (MOU).
- Management Agreement Between the Town of Essex, Village of Essex Junction, and Tree Farm Management Group (Management Agreement).
- Tree Farm Recreation Facility Lease (Lease)

The MOU spells out how the Town and City want to manage the property. The Management Agreement and Lease are products of what is outlined in the MOU.

Discussion

Regarding the MOU, the Town and the City are not in agreement on updating this MOU at this time. There are amendments to the Management Agreement and Lease for City Council consideration.

Cost

No known costs at this time but potential future costs depending on choices/actions.

Recommendation

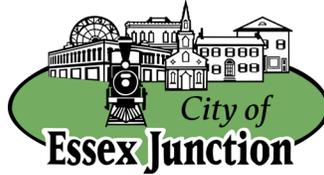
It is recommended that the Council discuss the Management Agreement and Lease agreements in executive session.

Recommended Motion

Should the Councilors decide to move forward with the recommendation, the following is the recommended motion:

1st Motion: "I move to find that premature general public knowledge regarding contracts associated with the Tree Farm Recreation Facility would clearly place the City at a substantial disadvantage, because the Council risks disclosing its negotiation strategy if it discusses the contract terms in public."

2nd Motion: "I move that we go into executive session to discuss contracts under the provisions of Title 1, Section 313(a)(1) of the Vermont Statutes and to negotiate or secure real estate purchase or lease options under Title 1, Section 313(a)(2) of the Vermont Statutes, and include Regina Mahony, Brad Luck, and Harlan Smith."



MEMORANDUM

TO: Essex Junction City Council
FROM: Regina Mahony, City Manager
DATE: December 14, 2022
SUBJECT: Executive Session for Appeal of Local Cannabis Control Commission

Issue:

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

Discussion:

To have a complete and thorough discussion about this topic, an executive session may be necessary because the premature disclosure of the information may put the City Council and the City at a substantial disadvantage. Confidential attorney-client communications made for the purpose of providing professional legal services to the body can be protected discussions.

Recommended Motion:

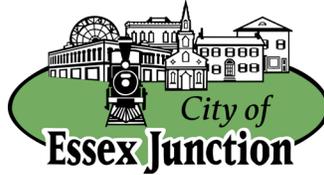
If the City Council wishes to enter executive session, the following motions are recommended:

Motion #1

"I move that the City Council make the specific finding that general public knowledge of confidential attorney-client communications would place the city at a substantial disadvantage."

Motion #2

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



MEMORANDUM

TO: Essex Junction City Council
FROM: Regina Mahony, City Manager
DATE: December 14, 2022
SUBJECT: Executive Session for a Land Use Violation at 197 Pearl St

Issue:

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

Discussion:

To have a complete and thorough discussion about this topic, an executive session may be necessary because the premature disclosure of the information may put the City Council and the City at a substantial disadvantage. Confidential attorney-client communications made for the purpose of providing professional legal services to the body can be protected discussions.

Recommended Motion:

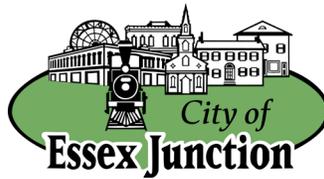
If the City Council wishes to enter executive session, the following motions are recommended:

Motion #1

"I move that the City Council make the specific finding that general public knowledge of confidential attorney-client communications would place the city at a substantial disadvantage."

Motion #2

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



MEMORANDUM

TO: Essex Junction City Council
FROM: Regina Mahony, City Manager
DATE: December 14, 2022
SUBJECT: Executive Session for City Manager Evaluation

Issue:

The issue is whether the City Council will enter executive session to discuss an initial 3-month evaluation for the City Manager.

Discussion:

To have a complete and thorough discussion about this topic, an executive session may be necessary. Personnel evaluations can be protected discussions.

Recommended Motion:

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

Motion #1

"I move that the City Council enter into executive session to discuss a personnel evaluation, pursuant to 1 V.S.A. § 313(a)(3) to include the City Council and City Manager."

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
02235	10/26/22	BOUND TREE MEDICAL LLC Suction Unit, 84739405	210-5-25-10-613.000 Program Supplies	3059.93	43016	11/10/22
02235	10/27/22	BOUND TREE MEDICAL LLC IV flush syringe, 84740827	210-5-25-10-613.000 Program Supplies	250.80	43016	11/10/22
V0461	10/25/22	CENTRAL BEVERAGE Adult Collection Central1022	210-5-35-10-640.201 Adult Collection	262.00	43020	11/10/22
V0461	11/04/22	CENTRAL BEVERAGE Adult Subscription Central1122	210-5-35-10-640.201 Adult Collection	301.75	43020	11/10/22
25120	11/04/22	CLICKTIME.COM EJRP Timesheets Oct. 386799	210-5-30-10-330.000 Professional Services	735.00	43023	11/10/22
04940	10/19/22	COMCAST Internet 2 Lincoln St 10/ 0136343 1022	210-5-41-20-530.000 Communications	163.39	43024	11/10/22
04940	10/19/22	COMCAST Internet 2 Lincoln St 10/ 0136343 1022	210-4-41-20-090.000 Transfer Town/Village	-163.39	43024	11/10/22
04940	10/27/22	COMCAST Internet EJFD 11/4-12/3/2 0179210 1022	210-5-25-10-530.000 Communications	172.90	43026	11/10/22
31545	10/31/22	COSTCO #314 Candy for Halloween Event 10312022D	210-5-25-10-610.000 General Supplies	106.51	43029	11/10/22
29785	10/20/22	DAVIS JAMES AARON J Programs OCT2022	210-5-35-10-840.202 Childrens Programs	100.00	43032	11/10/22
23580	10/24/22	ED EATON FIRE TRUCK REPAI Pump Maintenance 42022	210-5-25-10-430.000 R&M Vehicles & Equipment	603.70	43035	11/10/22
23000	06/24/22	F W WHITCOMB Shur Pac 00008530	210-5-30-12-431.000 R&M Buildings & Grounds	166.48	43038	11/10/22
00080	10/26/22	FIREMATIC SUPPLY CO INC Training Manikin 401218	210-5-25-10-750.000 Machinery & Equipment	1092.50	43041	11/10/22
34895	11/01/22	GAUTHIER TRUCKING, INC. Garbage Removal 2 Lincoln 1675210	210-5-41-20-400.000 Contracted Services	278.31	43045	11/10/22
34895	11/01/22	GAUTHIER TRUCKING, INC. MSP Trash Removal Oct. 1676074	210-5-41-26-400.000 Contracted Services	392.33	43045	11/10/22
23095	11/01/22	JONES JOSHUA M Machinery Equip: door se 1448	210-5-35-10-750.000 Machinery & Equipment	650.00	43057	11/10/22
20135	10/31/22	KAMCO SUPPLY CORP OF BOST Brownell Threshold S1463825	210-5-41-21-431.000 R&M Buildings & Grounds	30.00	43058	11/10/22
V10130	10/25/22	LOWE'S BUSINESS ACCOUNT tax correction for inv 01 01088cr	210-5-40-12-610.000 General Supplies	-3.47	43061	11/10/22
V10130	10/11/22	LOWE'S BUSINESS ACCOUNT concrete forms 02731A	210-5-30-12-610.000 General Supplies	35.17	43061	11/10/22
V10130	10/04/22	LOWE'S BUSINESS ACCOUNT Step Ladder / Supplies 12216	210-5-40-12-610.000 General Supplies	174.58	43061	11/10/22
V10130	10/14/22	LOWE'S BUSINESS ACCOUNT supplies for chainsaw 23221	210-5-30-12-610.000 General Supplies	96.87	43061	11/10/22
V10615	08/25/22	NATIONAL PEN COMPANY, LLC Flashlight 112787120	210-5-25-10-613.000 Program Supplies	358.90	43069	11/10/22
V10729	10/31/22	OVERDRIVE INC Adult Collection 22396853	210-5-35-10-640.201 Adult Collection	2.99	43075	11/10/22
V10729	11/03/22	OVERDRIVE INC J Collection 22403555	210-5-35-10-640.202 Juvenile Collection	705.15	43075	11/10/22
24410	10/31/22	PRIORITY EXPRESS INC Courier Grant FY23 Oct 80272245	210-5-35-10-890.000 Federal Grant Expenditure	176.24	43080	11/10/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05380	11/06/22	PURCHASE POWER Postage 406111062022	210-5-10-10-560.000 Postage	245.96	43082	11/10/22
18010	11/02/22	REYNOLDS & SON, INC. As: BAU UNICUS 3415565	210-5-25-10-431.000 R&M Buildings & Grounds	748.43	43085	11/10/22
43275	11/08/22	RYCANDON MECHANICAL, INC. MSP HVAC Maintenance 14470	210-5-41-26-431.000 R&M Buildings & Grounds	424.15	43087	11/10/22
42565	11/02/22	SEVEN DAYS RK Job Ad 225339	210-5-30-10-550.000 Printing and Binding	100.00	43090	11/10/22
14800	11/01/22	TECH GROUP INC Anti-Virus Contract Nov 100155	210-5-25-10-431.000 R&M Buildings & Grounds	40.00	43092	11/10/22
19350	10/03/22	VERIZON CONNECT FLEET USA SEP VEHICLE TRACKING 330000040745	210-5-40-12-442.000 Rental Vehicles/Equip	151.60	43095	11/10/22
19350	11/01/22	VERIZON CONNECT FLEET USA OCT VEHICLE TRACKING 362000033012	210-5-40-12-442.000 Rental Vehicles/Equip	151.60	43095	11/10/22
25315	11/04/22	VESPA'S PIZZA PASTA & DEL City Staff Fri. Pizza 11/ 110422D	210-5-30-10-610.000 General Supplies	128.56	43096	11/10/22
07565	11/01/22	W B MASON CO INC Park St Paper Goods 233903254	210-5-30-12-610.000 General Supplies	245.26	43104	11/10/22
07565	11/01/22	W B MASON CO INC MSP Paper Goods 233903342	210-5-30-12-610.000 General Supplies	276.23	43104	11/10/22
07565	11/04/22	W B MASON CO INC MSP Paper Towels 234008854	210-5-30-12-610.000 General Supplies	470.34	43104	11/10/22
07565	11/07/22	W B MASON CO INC Office Supplies 234042310	210-5-30-10-610.000 General Supplies	243.42	43104	11/10/22
V1161	11/11/22	ICMA RETIREMENT TRUST-401 Payroll Transfer PR-11/11/22	210-2-00-00-210.004 Retirement Payable	6532.08	11090150	11/10/22
V1160	11/11/22	ICMA RETIREMENT TRUST-457 Payroll Transfer PR-11/11/22	210-2-00-00-210.004 Retirement Payable	2621.01	11090151	11/10/22
17425	11/11/22	ICMA ROTH PLAN 706287 Payroll Transfer PR-11/11/22	210-2-00-00-210.004 Retirement Payable	50.00	11090153	11/10/22
04940	10/23/22	COMCAST Internet only 10/30-11/29 0316028 1022	255-5-55-30-530.000 Communications	243.34	43027	11/10/22
06870	11/02/22	ENDYNE INC TKN 2210-31183 428651	255-5-55-30-340.000 Technical Services	35.00	43036	11/10/22
06870	11/07/22	ENDYNE INC Metals, 2210-29634 429116	255-5-55-30-340.000 Technical Services	80.00	43036	11/10/22
19325	11/01/22	OPEN APPROACH INC MSP SB Base Network FW IS 18141	255-5-55-30-340.000 Technical Services	690.00	43074	11/10/22
37985	10/23/22	A T & T MOBILITY CELL PHONE SERIVCE EPD 869X11012022	259-5-30-14-330.000 Professional Services	43.23	43009	11/10/22
37985	10/27/22	A T & T MOBILITY EJRP Cell Phones 8730181 102A	259-5-30-15-530.000 Communications	803.88	43010	11/10/22
29890	10/27/22	BARRETT ELI J Lifeguard Cert. L.Hamblert 1	259-5-30-11-330.000 Professional Services	500.00	43013	11/10/22
31545	10/19/22	COSTCO #314 Monitors 10192022D	259-5-30-14-610.000 General Supplies	578.41	43029	11/10/22
18025	11/03/22	CREATIVE DISPLAYS INC Winter Lights 54657	259-5-30-14-610.000 General Supplies	746.61	43031	11/10/22
04035	11/02/22	GOT THAT RENTAL & SALES I Pumpkin Display 105411	259-5-30-14-610.000 General Supplies	170.00	43047	11/10/22

12/09/22

Town of Essex Accounts Payable

11:41 am

Check Warrant Report # 17329 Current Prior Next FY Invoices For Fund (GENERAL FUND)

JMorris

For Check Acct 01 (GENERAL FUND) All check #s 11/10/22 To 11/10/22 & Fund 2

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

26067.75

To the Treasurer of Town of Essex, 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 \$ ****26,067.75
Let this be your order for the payments of these amounts.

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	11/11/22	Office Supplies 1M7MTFJL1PQY	210-5-30-10-610.000 General Supplies	89.91	43115	11/18/22
42665	AMAZON/SYNCB	11/10/22	JColl, JProg, AProg, ARep 9852 1122	210-5-90-00-640.201 Adult Collection replacem	40.48	43120	11/18/22
42665	AMAZON/SYNCB	11/10/22	JColl, JProg, AProg, ARep 9852 1122	210-5-35-10-610.000 General Supplies	56.36	43120	11/18/22
42665	AMAZON/SYNCB	11/10/22	JColl, JProg, AProg, ARep 9852 1122	210-5-35-10-840.201 Adult Programs	77.97	43120	11/18/22
42665	AMAZON/SYNCB	11/10/22	JColl, JProg, AProg, ARep 9852 1122	210-5-35-10-640.202 Juvenile Collection	16.34	43120	11/18/22
42665	AMAZON/SYNCB	11/10/22	JColl, JProg, AProg, ARep 9852 1122	210-5-35-10-840.202 Childrens Programs	249.11	43120	11/18/22
16030	BROWN ELECTRIC	10/21/22	Buildings RM (vandalism) 37251	210-5-41-21-431.000 R&M Buildings & Grounds	292.21	43125	11/18/22
02035	BURLINGTON FREE PRESS	11/14/22	IT RFP Legal Ad 0005073411	210-5-10-10-540.000 Advertising	223.50	43126	11/18/22
26395	CCRPC	05/31/22	Land Development Code Upd 2022489	210-5-16-10-330.000 Professional Services	600.00	43129	11/18/22
19090	CEDAR CREEK HOME IMPROVEM	11/03/22	MSP Admin Roof Replacemen 110322D	210-5-41-26-431.000 R&M Buildings & Grounds	23275.00	43130	11/18/22
25120	CLICKTIME.COM	11/04/22	Clicktime 387097	210-5-13-10-505.000 Tech. Subs, Licenses	104.00	43131	11/18/22
17025	COONRADT AMY	11/12/22	Recording Secretary #0111	210-5-10-10-530.000 Communications	199.53	43134	11/18/22
17025	COONRADT AMY	11/16/22	PC Minutes November 10 20 0112	210-5-16-10-330.000 Professional Services	221.70	43136	11/18/22
38280	CRYSTAL ROCK BOTTLED WATE	11/08/22	Bottled Water 177222771122	210-5-41-20-610.000 General Supplies	12.46	43138	11/18/22
25715	DONALD L. HAMLIN CONSULT	10/20/22	Amtrak Station FRA Grant 22811 1022	210-1-00-00-130.002 Exchange - Billable	765.00	43141	11/18/22
25290	EBSCO SUBSCRIPTION SERVIC	08/13/22	CREDIT: Adult Collection 2300459	210-5-35-10-640.201 Adult Collection	-112.88	43143	11/18/22
25290	EBSCO SUBSCRIPTION SERVIC	11/02/22	A Collection, J Collectio 7967818	210-5-35-10-640.202 Juvenile Collection	588.74	43143	11/18/22
25290	EBSCO SUBSCRIPTION SERVIC	11/02/22	A Collection, J Collectio 7967818	210-5-35-10-640.201 Adult Collection	7195.04	43143	11/18/22
V10576	ECOPIXEL LLC	11/01/22	Website Hosting and Redes 3188	210-5-10-10-530.000 Communications	2312.00	43144	11/18/22
19005	FIRSTLIGHT FIBER	11/01/22	Internet/Phone Services 12690650	210-5-41-20-530.000 Communications	553.12	43153	11/18/22
19005	FIRSTLIGHT FIBER	11/01/22	Communications EJPW 12690701	210-5-40-12-530.000 Communications	163.08	43153	11/18/22
19005	FIRSTLIGHT FIBER	11/01/22	EJRP Internet November 12691258	210-5-41-26-530.000 Communications	360.00	43153	11/18/22
24620	MILTON RENTAL AND SALES	08/02/22	Wacker WL32 Loader Repair 115430	210-5-40-12-430.000 R&M Vehicles & Equipment	670.10	43178	11/18/22
24620	MILTON RENTAL AND SALES	11/07/22	Part for the Wacker 1633298	210-5-40-12-430.000 R&M Vehicles & Equipment	68.96	43179	11/18/22
V10554	PHOENIX BOOKS BURLINGTON	11/07/22	J Collection 611621	210-5-35-10-640.202 Juvenile Collection	57.55	43188	11/18/22

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
V10554	11/07/22	PHOENIX BOOKS BURLINGTON Adult Collection	611625	210-5-35-10-640.201 Adult Collection	28.00	43188	11/18/22
V10554	11/07/22	PHOENIX BOOKS BURLINGTON Adult Collection	611631	210-5-35-10-640.201 Adult Collection	20.79	43188	11/18/22
V10554	11/07/22	PHOENIX BOOKS BURLINGTON Donation Exp: Foundation	611634	210-5-90-00-991.000 Library Donation Expense	435.78	43188	11/18/22
V10554	11/10/22	PHOENIX BOOKS BURLINGTON Adult Collection	613979	210-5-35-10-640.201 Adult Collection	44.78	43188	11/18/22
37430	09/19/22	R R CHARLEBOIS INC Parts injector, Doser	IE24342	210-5-40-12-430.000 R&M Vehicles & Equipment	578.16	43190	11/18/22
37430	11/07/22	R R CHARLEBOIS INC COVER-BATTERY Truck #5	IE26812	210-5-40-12-430.000 R&M Vehicles & Equipment	165.54	43190	11/18/22
37430	09/13/22	R R CHARLEBOIS INC Truck 6 Brake repairs	RC79117	210-5-40-12-430.000 R&M Vehicles & Equipment	1142.67	43190	11/18/22
37430	10/18/22	R R CHARLEBOIS INC accelerator pedal #16	RC79393	210-5-40-12-430.000 R&M Vehicles & Equipment	166.46	43190	11/18/22
37430	11/03/22	R R CHARLEBOIS INC Truck 5 Repairs	RC79395	210-5-40-12-430.000 R&M Vehicles & Equipment	4977.77	43190	11/18/22
37430	10/19/22	R R CHARLEBOIS INC inspection, labor and rep	RC79434	210-5-40-12-430.000 R&M Vehicles & Equipment	6618.84	43190	11/18/22
37965	09/08/22	S D IRELAND CONCRETE 24" SQ 3flg x 6 F+G Chec	363089	210-5-40-12-575.000 Storm Sewer Maintenance	1709.99	43194	11/18/22
37965	09/20/22	S D IRELAND CONCRETE 32" round Lid and Frame	363226	210-5-40-12-575.000 Storm Sewer Maintenance	434.00	43194	11/18/22
37965	07/26/22	S D IRELAND CONCRETE Sidewalk 18 Killoran Dr.	96444	210-5-40-12-605.000 Summer Construction Suppl	465.00	43194	11/18/22
37965	07/28/22	S D IRELAND CONCRETE 18 Killoran Drive	96516	210-5-40-12-605.000 Summer Construction Suppl	465.00	43194	11/18/22
37965	09/23/22	S D IRELAND CONCRETE sidewalk 14 juniper ridge	97970	210-5-40-12-605.000 Summer Construction Suppl	357.00	43194	11/18/22
37965	10/04/22	S D IRELAND CONCRETE 38 Juniper Drive Concrete	98265	210-5-40-12-605.000 Summer Construction Suppl	411.00	43194	11/18/22
37965	10/11/22	S D IRELAND CONCRETE Concrete 40 Juniper Ridge	98434	210-5-40-12-605.000 Summer Construction Suppl	357.00	43194	11/18/22
17505	11/11/22	SAND HILL SOLAR LLC City Solar 10/07/22-11/07	247	210-5-40-12-622.000 Electricity	184.79	43195	11/18/22
17505	11/11/22	SAND HILL SOLAR LLC City Solar 10/07/22-11/07	247	210-5-40-12-622.000 Electricity	751.32	43195	11/18/22
17505	11/11/22	SAND HILL SOLAR LLC City Solar 10/07/22-11/07	247	210-5-41-21-622.000 Electricity	647.89	43195	11/18/22
17505	11/11/22	SAND HILL SOLAR LLC City Solar 10/07/22-11/07	247	210-5-41-26-622.000 Electricity	2086.06	43195	11/18/22
17505	11/11/22	SAND HILL SOLAR LLC City Solar 10/07/22-11/07	247	210-5-41-23-622.000 Electricity	266.17	43195	11/18/22
17505	11/11/22	SAND HILL SOLAR LLC City Solar 10/07/22-11/07	247	210-5-41-20-622.000 Electricity	376.26	43195	11/18/22
17505	11/11/22	SAND HILL SOLAR LLC City Solar 10/07/22-11/07	247	210-5-41-22-622.000 Electricity	376.26	43195	11/18/22
42565	10/26/22	SEVEN DAYS DRB ad for November 17th	225237	210-5-16-10-540.000 Advertising	63.44	43196	11/18/22

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
29470	10/31/22	SIKORA SERVICE CENTER Truck 1 state inspection 32350	210-5-40-12-430.000 R&M Vehicles & Equipment	60.00	43199	11/18/22
29470	10/31/22	SIKORA SERVICE CENTER Truck 15 state inspection 32352	210-5-40-12-430.000 R&M Vehicles & Equipment	60.00	43199	11/18/22
29470	10/31/22	SIKORA SERVICE CENTER trailer inspection. 32356	210-5-40-12-430.000 R&M Vehicles & Equipment	40.00	43199	11/18/22
36130	10/18/22	VERIZON WIRELESS VSAT verizon shared 09/19-10/1 9918453287	210-5-25-10-530.000 Communications	160.04	43205	11/18/22
36130	10/19/22	VERIZON WIRELESS VSAT cell phones 09/20-10/19/2 9918542564	210-5-40-12-530.000 Communications	192.64	43206	11/18/22
23395	10/07/22	VILLAGE HARDWARE - WILLIS General Supplies-Troy 515661	210-5-10-10-610.000 General Supplies	36.07	43209	11/18/22
23395	10/07/22	VILLAGE HARDWARE - WILLIS Bathroom supplies and mis 515661 0	210-5-10-10-610.000 General Supplies	36.07	43209	11/18/22
23395	10/14/22	VILLAGE HARDWARE - WILLIS Straw 210-5-40-12-605.000 515684	210-5-40-12-605.000 Summer Construction Suppl	54.84	43209	11/18/22
V2377	11/10/22	VLCT EMPLOYMENT RESOURCE City UI Q1 2023 REN035530-Q1	210-5-13-10-250.000 Unemployment Insurance	575.37	43211	11/18/22
V2377	11/10/22	VLCT EMPLOYMENT RESOURCE City UI Q1 2023 REN035530-Q1	210-5-40-12-250.000 Unemployment Insurance	63.05	43211	11/18/22
V2377	11/10/22	VLCT EMPLOYMENT RESOURCE City UI Q1 2023 REN035530-Q1	210-5-40-13-250.000 Unemployment Insurance	5.48	43211	11/18/22
V2377	11/10/22	VLCT EMPLOYMENT RESOURCE City UI Q1 2023 REN035530-Q1	210-5-35-10-250.000 Unemployment Insurance	172.26	43211	11/18/22
29825	10/21/22	VT GAS SYSTEMS 09/19/22-10/19/22 22694	210-5-41-23-621.000 Natural Gas/Heating	253.24	43213	11/18/22
29825	10/21/22	VT GAS SYSTEMS 09/19/22-10/19/22 22694	210-5-41-20-621.000 Natural Gas/Heating	224.58	43213	11/18/22
29825	10/21/22	VT GAS SYSTEMS 09/19/22-10/19/22 22694	210-5-41-22-621.000 Natural Gas/Heating	161.82	43213	11/18/22
29825	10/21/22	VT GAS SYSTEMS 09/19/22-10/19/22 22694	210-5-41-21-621.000 Natural Gas/Heating	355.43	43213	11/18/22
29825	10/21/22	VT GAS SYSTEMS 09/19/22-10/19/22 22694	210-5-40-12-621.000 Natural Gas/Heating	90.02	43213	11/18/22
25715	10/20/22	DONALD L. HAMLIN CONSULT Crescent Connector Essex 12833 1022	230-5-16-10-890.824 Cres. Connector	4950.00	43141	11/18/22
25715	10/20/22	DONALD L. HAMLIN CONSULT Crescent Connector Phase 18814 1022	230-5-16-10-890.824 Cres. Connector	17265.75	43141	11/18/22
36240	10/31/22	DUBOIS & KING INC ESSEX JCT STP 5300 (13) à 93	230-5-16-10-890.824 Cres. Connector	3841.37	43142	11/18/22
V9632	11/15/22	HOYLE, TANNER & ASSOC, IN Brickyard Road over India 0067999	230-5-40-13-895.830 BC2058 Brickyard Culvert	2461.50	43167	11/18/22
12235	04/14/20	NEW ENGLAND CENTRAL RAILR Crescent Connector Benesc 13NECR04R-21	230-5-16-10-890.824 Cres. Connector	11561.30	43181	11/18/22
12235	02/17/21	NEW ENGLAND CENTRAL RAILR Crescent Connector Benesc 169429BEN	230-5-16-10-890.824 Cres. Connector	252.00	43181	11/18/22
12235	05/04/21	NEW ENGLAND CENTRAL RAILR Crescent Connector Benesc 177212BEN	230-5-16-10-890.824 Cres. Connector	355.50	43181	11/18/22
12235	01/13/22	NEW ENGLAND CENTRAL RAILR Crescent Connector Benesc MBene01322	230-5-16-10-890.824 Cres. Connector	26529.06	43181	11/18/22

For Check Acct 01 (GENERAL FUND) All check #s 11/18/22 To 11/18/22 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
03280	10/25/22	MSP Path Repair 5453	233-5-00-00-721.001 Pedestrian Paths	40975.00	43146	11/18/22
29470	10/31/22	Truck 2 State Inspection 32340	254-5-54-20-430.000 R&M Vehicles & Equipment	60.00	43199	11/18/22
36130	10/19/22	cell phones 09/20-10/19/2 9918542564	254-5-54-20-530.000 Communications	176.90	43206	11/18/22
V2377	11/10/22	City UI Q1 2023 REN035530-Q1	254-5-54-20-250.000 Unemployment Insurance	28.11	43211	11/18/22
29825	10/21/22	09/19/22-10/19/22 22694	254-5-54-20-621.000 Natural Gas/Heating	83.08	43213	11/18/22
06870	09/26/22	SHT NY Bi-Monthly 423677	255-5-55-30-568.000 Biosolids Subcontractor	397.50	43145	11/18/22
06870	10/11/22	Essex Jct. WWTF TKN Only 425823	255-5-55-30-340.000 Technical Services	35.00	43145	11/18/22
06870	10/17/22	Constituent Monitoring 426529	255-5-55-30-340.000 Technical Services	70.00	43145	11/18/22
06870	10/20/22	Sludge Holding Tank # Fec 426772	255-5-55-30-568.000 Biosolids Subcontractor	680.00	43145	11/18/22
06870	10/28/22	Essex Jct. WWTF TKN Only 427702	255-5-55-30-340.000 Technical Services	35.00	43145	11/18/22
06870	11/03/22	sludge tank #2 2209-28204 428714	255-5-55-30-568.000 Biosolids Subcontractor	1740.00	43145	11/18/22
06870	11/10/22	Essex Jct. WWTF TKN Only 429373	255-5-55-30-340.000 Technical Services	35.00	43145	11/18/22
19005	11/01/22	communication/ telephone 12690649	255-5-55-30-530.000 Communications	550.84	43153	11/18/22
07010	10/20/22	39 cascade 9/20-10/19/22 1022 cascade	255-5-55-30-622.000 Electricity	16211.38	43161	11/18/22
V10347	07/07/22	Pest Control WWTP 24994604	255-5-55-30-330.000 Professional Services	79.92	43169	11/18/22
12775	10/31/22	Troubleshoot Sump Pump 1 c 10159	255-5-55-30-570.000 Other Purchased Services	910.35	43189	11/18/22
40490	11/04/22	SHAFT ADPTR R2.5K/R5K RI6653086	255-5-55-70-730.001 Energy Conservation	1391.00	43191	11/18/22
V2093	11/01/22	3,502 G Caustic 50% 6/30/ 447117	255-5-55-30-619.000 Chemicals	16816.48	43200	11/18/22
01020	10/30/22	Pilot-Scale PePhlo System GCAS122978	255-5-55-70-722.012 Phlo Final Phase	6049.46	43202	11/18/22
36130	10/18/22	verizon shared 09/19-10/1 9918453287	255-5-55-30-530.000 Communications	55.39	43205	11/18/22
23395	10/18/22	Dual T Aerator 515697	255-5-55-30-570.000 Other Purchased Services	6.64	43209	11/18/22
23395	10/20/22	Misc supplies, box of Scr 515707	255-5-55-30-610.000 General Supplies	6.17	43209	11/18/22
V2377	11/10/22	City UI Q1 2023 REN035530-Q1	255-5-55-30-250.000 Unemployment Insurance	109.77	43211	11/18/22
29825	10/21/22	09/19/22-10/19/22 22694	255-5-55-30-621.000 Natural Gas/Heating	1616.48	43213	11/18/22
12775	10/31/22	Troubleshoot Rosco Court P 10155	256-5-56-40-330.000 Professional Services	360.00	43189	11/18/22

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
17505	11/11/22	SAND HILL SOLAR LLC City Solar 10/07/22-11/07 247	256-5-56-40-434.001 Susie Wilson PS Costs	375.65	43195	11/18/22
17505	11/11/22	SAND HILL SOLAR LLC City Solar 10/07/22-11/07 247	256-5-56-40-622.000 Electricity	131.23	43195	11/18/22
17505	11/11/22	SAND HILL SOLAR LLC City Solar 10/07/22-11/07 247	256-5-56-40-434.002 West Street PS Costs	520.22	43195	11/18/22
36130	10/23/22	VERIZON WIRELESS VSAT pump station communicatio 9918968909	256-5-56-40-434.002 West Street PS Costs	96.78	43207	11/18/22
36130	10/23/22	VERIZON WIRELESS VSAT pump station communicatio 9918968909	256-5-56-40-434.001 Susie Wilson PS Costs	96.78	43207	11/18/22
36130	10/23/22	VERIZON WIRELESS VSAT pump station communicatio 9918968909	256-5-56-40-431.000 R&M Buildings & Grounds	375.74	43207	11/18/22
V2377	11/10/22	VLCT EMPLOYMENT RESOURCE City UI Q1 2023 REN035530-Q1	256-5-56-40-250.000 Unemployment Insurance	28.12	43211	11/18/22
29825	10/21/22	VT GAS SYSTEMS 09/19/22-10/19/22 22694	256-5-56-40-434.001 Susie Wilson PS Costs	43.24	43213	11/18/22
29825	10/21/22	VT GAS SYSTEMS 09/19/22-10/19/22 22694	256-5-56-40-621.000 Natural Gas/Heating	53.41	43213	11/18/22
29825	10/21/22	VT GAS SYSTEMS 09/19/22-10/19/22 22694	256-5-56-40-434.002 West Street PS Costs	42.23	43213	11/18/22
07565	10/31/22	W B MASON CO INC Oct office supplies C1305527 10B	258-5-33-13-610.000 General Supplies	105.21	43216	11/18/22
19815	10/30/22	AMAZON CAPITAL SERVICES RK Fleming Supplies 11NDVDLTTQL3	259-5-30-15-610.000 General Supplies	35.45	43111	11/18/22
19815	11/05/22	AMAZON CAPITAL SERVICES RK Westford Supplies 1HF7DWKD7NW9	259-5-30-15-610.000 General Supplies	190.41	43113	11/18/22
19815	11/04/22	AMAZON CAPITAL SERVICES RK Westford Supplies 1M91D93W1QNC	259-5-30-15-610.000 General Supplies	14.99	43116	11/18/22
19815	10/28/22	AMAZON CAPITAL SERVICES RK FMS Supplies 1NCGRLCD1DXJ	259-5-30-15-610.000 General Supplies	232.21	43117	11/18/22
19815	10/28/22	AMAZON CAPITAL SERVICES RK Hiawatha Supplies 1RNMH3DMQPNX	259-5-30-15-610.000 General Supplies	101.94	43118	11/18/22
19815	11/04/22	AMAZON CAPITAL SERVICES RK EES MSP Supplies 1XRF66X9LFM4	259-5-30-15-610.000 General Supplies	38.37	43119	11/18/22
27810	11/15/22	DOCNETWORK INC Integration Fee 2311079	259-5-30-15-330.000 Professional Services	81.25	43140	11/18/22
28895	11/05/22	KINDERMUSIK WITH RACHEL L Fall Kindermusik Programs 1007	259-5-30-14-330.000 Professional Services	484.00	43172	11/18/22
40780	11/10/22	LANE JESSICA L Event Tents 111022D	259-5-30-14-610.000 General Supplies	1000.00	43174	11/18/22
29425	10/31/22	PERFORMANCE FOOD SERVICE RK FMS Snack 753472	259-5-30-15-610.000 General Supplies	194.39	43185	11/18/22
29425	10/31/22	PERFORMANCE FOOD SERVICE RK EES Snack 753582	259-5-30-15-610.000 General Supplies	192.48	43185	11/18/22
29425	10/31/22	PERFORMANCE FOOD SERVICE RK Fleming Snack 753620	259-5-30-15-610.000 General Supplies	152.48	43185	11/18/22
29425	10/31/22	PERFORMANCE FOOD SERVICE RK Summit Snack 753857	259-5-30-15-610.000 General Supplies	170.99	43185	11/18/22
29425	10/31/22	PERFORMANCE FOOD SERVICE RK Hiawatha Snack 753913	259-5-30-15-610.000 General Supplies	107.01	43185	11/18/22

For Check Acct 01 (GENERAL FUND) All check #s 11/18/22 To 11/18/22 & Fund 2

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
29425	PERFORMANCE FOOD SERVICE	11/02/22	RK S/H K Snack 755380	259-5-30-15-610.000 General Supplies	165.08	43185	11/18/22
29425	PERFORMANCE FOOD SERVICE	11/07/22	RK MSP EES Snack 756228	259-5-30-15-610.000 General Supplies	159.37	43185	11/18/22
29425	PERFORMANCE FOOD SERVICE	11/07/22	RK EES Snack 757300	259-5-30-15-610.000 General Supplies	200.96	43185	11/18/22
29425	PERFORMANCE FOOD SERVICE	11/07/22	RK Summit Snack 757413	259-5-30-15-610.000 General Supplies	167.08	43185	11/18/22
29425	PERFORMANCE FOOD SERVICE	11/07/22	RK Hiawatha Snack 757613	259-5-30-15-610.000 General Supplies	102.00	43185	11/18/22
29425	PERFORMANCE FOOD SERVICE	11/08/22	RK FMS Snack 757884	259-5-30-15-610.000 General Supplies	123.65	43185	11/18/22
29425	PERFORMANCE FOOD SERVICE	11/10/22	RK Fleming Snack 758866	259-5-30-15-610.000 General Supplies	50.07	43185	11/18/22
29425	PERFORMANCE FOOD SERVICE	11/09/22	RK S/H K Snack 759092	259-5-30-15-610.000 General Supplies	62.50	43185	11/18/22
29425	PERFORMANCE FOOD SERVICE	11/14/22	RK FMS Snack 761024	259-5-30-15-610.000 General Supplies	134.90	43185	11/18/22
29425	PERFORMANCE FOOD SERVICE	11/14/22	RK Hiawatha Snack 761269	259-5-30-15-610.000 General Supplies	99.25	43185	11/18/22
25315	VESPA'S PIZZA PASTA & DEL	10/27/22	RK Summit 102722D	259-5-30-15-610.000 General Supplies	97.50	43208	11/18/22
V2377	VLCT EMPLOYMENT RESOURCE	11/10/22	City UI Q1 2023 REN035530-Q1	259-5-30-10-250.000 Unemployment	891.84	43211	11/18/22
10915	WHITCOMB'S LAND OF PUMPKI	10/26/22	RK Summit 10/26 102622D	259-5-30-15-580.000 Travel	480.00	43217	11/18/22
Report Total					----- 227044.89 =====		

To the Treasurer of Town of Essex, 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 \$ ***227,044.89

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

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	11/08/22	ADVANCE AUTO PARTS CQ 15W40 DRUM 552231266150	210-5-40-12-626.000 Gasoline	801.52	43219	12/02/22
05290	11/14/22	ADVANCE AUTO PARTS MSP Bathroom Winterizatio 552231821040	210-5-30-12-431.000 R&M Buildings & Grounds	34.68	43219	12/02/22
05290	11/18/22	ADVANCE AUTO PARTS CYCLE CHAIN LUBE 552232221315	210-5-30-12-610.000 General Supplies	33.08	43219	12/02/22
05290	11/21/22	ADVANCE AUTO PARTS Shop Supplies 552232537880	210-5-30-12-610.000 General Supplies	212.30	43219	12/02/22
29310	10/24/22	ALLEGIANCE TRUCK ss5000 vac truck repairs R40100633601	210-5-40-12-430.000 R&M Vehicles & Equipment	28.50	43222	12/02/22
19815	11/19/22	AMAZON CAPITAL SERVICES Train Hop Supplies 1P6D73C1MPLX	210-5-17-10-850.000 Community Events and Cele	202.76	43230	12/02/22
23190	11/08/22	BAILEY SPRING & CHASSIS DRAG LINK repair Truck 6 W 19342	210-5-40-12-430.000 R&M Vehicles & Equipment	385.62	43236	12/02/22
07465	11/21/22	BIBENS ACE HARDWARE INC CABLETTE,CABLE TIE MOUNT 46376	210-5-40-12-610.000 General Supplies	29.35	43242	12/02/22
02235	11/07/22	BOUND TREE MEDICAL LLC Gloves 84752664	210-5-25-10-613.000 Program Supplies	194.91	43245	12/02/22
02235	11/08/22	BOUND TREE MEDICAL LLC IV Administration 84754564	210-5-25-10-613.000 Program Supplies	236.97	43245	12/02/22
02235	11/15/22	BOUND TREE MEDICAL LLC Test Strips 84762260	210-5-25-10-613.000 Program Supplies	88.96	43245	12/02/22
00530	10/24/22	BRODART CO J Collection, Supplies B6510646	210-5-35-10-640.202 Juvenile Collection	197.28	43247	12/02/22
00530	10/24/22	BRODART CO J Collection, Supplies B6510646	210-5-35-10-610.000 General Supplies	12.80	43247	12/02/22
00530	10/24/22	BRODART CO J Collection, Supplies B6510798	210-5-35-10-640.202 Juvenile Collection	11.87	43247	12/02/22
00530	10/24/22	BRODART CO J Collection, Supplies B6510798	210-5-35-10-610.000 General Supplies	0.80	43247	12/02/22
00530	10/24/22	BRODART CO J Collection, Supplies B6510799	210-5-35-10-640.202 Juvenile Collection	60.80	43247	12/02/22
00530	10/24/22	BRODART CO J Collection, Supplies B6510799	210-5-35-10-610.000 General Supplies	3.20	43247	12/02/22
00530	10/24/22	BRODART CO J Collection, Supplies B6510832	210-5-35-10-640.202 Juvenile Collection	59.53	43247	12/02/22
00530	10/24/22	BRODART CO J Collection, Supplies B6510832	210-5-35-10-610.000 General Supplies	3.20	43247	12/02/22
00530	10/25/22	BRODART CO J Collection, Supplies B6511356	210-5-35-10-640.202 Juvenile Collection	52.04	43247	12/02/22
00530	10/25/22	BRODART CO J Collection, Supplies B6511356	210-5-35-10-610.000 General Supplies	4.00	43247	12/02/22
00530	10/25/22	BRODART CO J Collection, Supplies B6511546	210-5-35-10-640.202 Juvenile Collection	16.18	43247	12/02/22
00530	10/25/22	BRODART CO J Collection, Supplies B6511546	210-5-35-10-610.000 General Supplies	1.60	43247	12/02/22
00530	10/25/22	BRODART CO J Collection, Supplies B6511579	210-5-35-10-640.202 Juvenile Collection	13.69	43247	12/02/22
00530	10/25/22	BRODART CO J Collection, Supplies B6511579	210-5-35-10-610.000 General Supplies	0.80	43247	12/02/22

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
00530	10/25/22	J Collection, Supplies B6511655	210-5-35-10-640.202 Juvenile Collection	18.34	43247	12/02/22
00530	10/25/22	J Collection, Supplies B6511655	210-5-35-10-610.000 General Supplies	1.60	43247	12/02/22
00530	10/25/22	J Collection, Supplies B6511656	210-5-35-10-640.202 Juvenile Collection	53.97	43247	12/02/22
00530	10/25/22	J Collection, Supplies B6511656	210-5-35-10-610.000 General Supplies	3.20	43247	12/02/22
00530	10/25/22	J Collection, Supplies B6511666	210-5-35-10-640.202 Juvenile Collection	19.93	43247	12/02/22
00530	10/25/22	J Collection, Supplies B6511666	210-5-35-10-610.000 General Supplies	1.60	43247	12/02/22
00530	10/27/22	J Collection, Supplies B6512596	210-5-35-10-640.202 Juvenile Collection	19.96	43247	12/02/22
00530	10/27/22	J Collection, Supplies B6512596	210-5-35-10-610.000 General Supplies	1.60	43247	12/02/22
00530	10/27/22	J Collection, Supplies B6512597	210-5-35-10-640.202 Juvenile Collection	48.04	43247	12/02/22
00530	10/27/22	J Collection, Supplies B6512597	210-5-35-10-610.000 General Supplies	2.40	43247	12/02/22
00530	10/27/22	Adult Collection, Supplie B6512603	210-5-35-10-640.201 Adult Collection	40.37	43247	12/02/22
00530	10/27/22	Adult Collection, Supplie B6512603	210-5-35-10-610.000 General Supplies	1.60	43247	12/02/22
00530	10/27/22	Adult Collection, Supplie B6512608	210-5-35-10-640.201 Adult Collection	263.64	43247	12/02/22
00530	10/27/22	Adult Collection, Supplie B6512608	210-5-35-10-610.000 General Supplies	12.80	43247	12/02/22
00530	11/05/22	Adult Collection, Supplie B6516881	210-5-35-10-640.201 Adult Collection	1181.32	43247	12/02/22
00530	11/05/22	Adult Collection, Supplie B6516881	210-5-35-10-610.000 General Supplies	57.60	43247	12/02/22
00530	11/08/22	Donation Exp: Foundation B6518283	210-5-90-00-991.000 Library Donation Expense	92.50	43247	12/02/22
00530	11/08/22	Donation Exp: Foundation B6518283	210-5-35-10-610.000 General Supplies	4.80	43247	12/02/22
00530	11/10/22	J Collection -- Board Boo B6519821	210-5-35-10-640.202 Juvenile Collection	32.02	43247	12/02/22
16030	10/21/22	fix one button on crosswa 37248	210-5-40-12-610.200 Streetlight Supplies	204.00	43249	12/02/22
16030	11/08/22	troubleshoot crosswalk li 37290	210-5-40-12-610.200 Streetlight Supplies	615.60	43249	12/02/22
30360	11/01/22	Communications 110122BT	210-5-41-21-530.000 Communications	305.68	43251	12/02/22
30360	12/01/22	Communications 120122BT	210-5-41-21-530.000 Communications	330.86	43251	12/02/22
22670	11/14/22	EJRP Credit Card 6508 1122	210-5-30-10-550.000 Printing and Binding	518.08	43252	12/02/22
22670	11/14/22	EJRP Credit Card 6508 1122	210-5-17-10-850.000 Community Events and Cele	4.99	43252	12/02/22

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
22670	CAPITAL ONE CREDIT CARD -	11/14/22	EJRP Credit Card 6508 1122	210-5-30-10-505.000 Tech. Subs, Licenses	670.46	43252	12/02/22
22670	CAPITAL ONE CREDIT CARD -	11/14/22	EJRP Credit Card 6508 1122	210-5-30-10-500.000 Training, Conf, Dues	95.00	43252	12/02/22
22670	CAPITAL ONE CREDIT CARD -	11/14/22	EJRP Credit Card 6508 1122	210-5-30-10-610.000 General Supplies	1524.63	43252	12/02/22
V04559	CARA ENTERPRISES	09/28/22	License Preparation Fee f 220721	210-5-25-10-431.000 R&M Buildings & Grounds	190.00	43253	12/02/22
03000	CARGILL SALT EASTERN INC	11/19/22	DEICER SALT ICE CNTRL BLK 2907713676	210-5-40-12-600.000 Salt, Sand and Gravel	2838.86	43254	12/02/22
V04609	CENTER POINT LARGE PRINT	11/01/22	Adult Collection 1966946	210-5-35-10-640.201 Adult Collection	98.28	43259	12/02/22
21120	CHAMPLAIN MEDICAL URGENT	11/15/22	Physicals 0005606900	210-5-25-10-330.000 Professional Services	345.00	43260	12/02/22
23455	CHITTENDEN SOLID WASTE DI	11/22/22	used Crankcase oil 11003112	210-5-40-12-626.000 Gasoline	25.00	43262	12/02/22
21210	CINTAS LOC # 68M 71 M	10/27/22	shop towels Soap 4135562895	210-5-30-12-610.000 General Supplies	90.36	43263	12/02/22
21210	CINTAS LOC # 68M 71 M	11/23/22	shop towels 4138368024	210-5-40-12-610.000 General Supplies	90.36	43263	12/02/22
21210	CINTAS LOC # 68M 71 M	11/01/22	water cooler rental 9198417051	210-5-40-12-610.000 General Supplies	50.00	43263	12/02/22
17895	CLEAN NEST	11/01/22	City of EJ Cleaning Oct 12149	210-5-41-20-400.000 Contracted Services	1023.35	43264	12/02/22
17895	CLEAN NEST	11/01/22	City of EJ Cleaning Oct 12149	210-5-41-21-400.000 Contracted Services	1455.67	43264	12/02/22
06955	CLEMENS DIANE	11/08/22	Election Work 20221108 DC	210-5-10-10-820.000 Elections	1242.00	43265	12/02/22
30100	COBRAHELP	11/15/22	COBRA NOV 22 271075	210-5-10-10-210.000 Group Insurance	45.87	43266	12/02/22
04940	COMCAST	11/19/22	Internet 2 Lincoln 11/26- 0136343 1122	210-4-41-20-090.000 Transfer Town/Village	-163.39	43270	12/02/22
04940	COMCAST	11/19/22	Internet 2 Lincoln 11/26- 0136343 1122	210-5-41-20-530.000 Communications	163.39	43270	12/02/22
04940	COMCAST	11/03/22	Cable TV EJFD 11/10-12/9/ 0207722 1122	210-5-25-10-530.000 Communications	19.82	43272	12/02/22
04940	COMCAST	11/17/22	Internet,Phone Mem Hall 1 0369712 1122	210-5-25-10-530.000 Communications	289.05	43273	12/02/22
17025	COONRADT AMY	11/22/22	DRB minutes of November 1 0113	210-5-16-10-330.000 Professional Services	155.19	43276	12/02/22
23660	D & M FIRE & SAFETY EQUIP	11/14/22	Contracted Services: Fire 48496	210-5-41-21-400.000 Contracted Services	75.00	43279	12/02/22
40800	DARBY KOLTER & ROBERTS LL	09/02/22	HR legal 4153	210-5-10-10-320.000 Legal Services	1592.50	43280	12/02/22
40800	DARBY KOLTER & ROBERTS LL	10/04/22	HR legal 4226	210-5-10-10-320.000 Legal Services	3022.50	43280	12/02/22
24305	DEMCO INC	11/17/22	Supplies 7221540	210-5-35-10-610.000 General Supplies	810.28	43281	12/02/22
25715	DONALD L. HAMLIN CONSULT	11/28/22	assistance related to pav 22801	210-5-40-12-451.000 Summer Construction Servi	338.25	43282	12/02/22

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
25715	11/28/22	Engineering assistance to	22814	210-5-16-10-330.000 Professional Services	620.63	43282	12/02/22
25715	11/28/22	Provide engineering assis	22819 1122	210-1-00-00-130.002 Exchange - Billable	1320.00	43282	12/02/22
244640	08/06/22	City Celebration Photogra	5615	210-5-10-10-850.000 Community Events and Cele	450.00	43284	12/02/22
19410	04/20/22	FEB 2022 Signal Maintenanc	6980201953	210-5-40-12-572.000 Traffic Control	870.00	43287	12/02/22
19410	06/30/22	March 2022 Service Work s	7015201953	210-5-40-12-572.000 Traffic Control	3890.00	43287	12/02/22
23580	11/07/22	Pump Test	52022	210-5-25-10-430.000 R&M Vehicles & Equipment	255.00	43288	12/02/22
31875	11/15/22	MSP Water/Sewer July-Oct	322345351	210-5-41-26-410.000 Water and Sewer Charges	94.96	43293	12/02/22
38955	10/21/22	Pump Hardware	78154455	210-5-25-10-430.000 R&M Vehicles & Equipment	73.92	43294	12/02/22
38955	10/28/22	Pump Hardware	78235214	210-5-25-10-430.000 R&M Vehicles & Equipment	-44.71	43294	12/02/22
38955	11/18/22	Truck 8	78543810	210-5-40-12-430.000 R&M Vehicles & Equipment	168.05	43294	12/02/22
20705	11/21/22	hedge pruning- Old Colch	4632	210-5-40-12-571.000 Streetscape Maintenance	2230.00	43296	12/02/22
21150	10/06/22	J Collection	407756	210-5-35-10-640.202 Juvenile Collection	51.94	43298	12/02/22
21150	11/15/22	J Collection	411985	210-5-35-10-640.202 Juvenile Collection	19.99	43298	12/02/22
21150	08/02/22	Credit mis applied s/b Br	822022	210-5-35-10-640.201 Adult Collection	-59.99	43298	12/02/22
244635	10/24/22	CO DEV Job Ad	3328357	210-5-16-10-330.000 Professional Services	195.00	43300	12/02/22
21845	11/18/22	AdColl, Training, Tech Ac	0017 1122	210-5-35-10-640.201 Adult Collection	93.95	43301	12/02/22
21845	11/18/22	AdColl, Training, Tech Ac	0017 1122	210-5-35-10-500.000 Training, Conf, Dues	153.62	43301	12/02/22
21845	11/18/22	AdColl, Training, Tech Ac	0017 1122	210-5-35-10-505.000 Tech. Subs, Licenses	112.66	43301	12/02/22
21845	11/18/22	AdColl, Training, Tech Ac	0017 1122	210-5-35-10-840.202 Childrens Programs	28.90	43301	12/02/22
19005	11/01/22	Telephone EJFD 09/30-10/3	12690704	210-5-41-20-530.000 Communications	257.82	43304	12/02/22
34895	11/01/22	11 Jackson Street	1675209	210-5-40-12-425.000 Trash Removal	112.68	43310	12/02/22
07010	11/08/22	MSP Power October	1122 75MAPLA	210-5-41-26-622.000 Electricity	704.57	43317	12/02/22
07010	11/08/22	MSP Power October	1122 75MAPLE	210-5-41-26-622.000 Electricity	316.33	43318	12/02/22
33495	11/16/22	Adult Collection, Supplie	72658323	210-5-35-10-640.201 Adult Collection	18.29	43324	12/02/22
33495	11/16/22	Adult Collection, Supplie	72658323	210-5-35-10-610.000 General Supplies	0.58	43324	12/02/22

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
33495	11/16/22	INGRAM LIBRARY SERVICES I Adult Collection, Supplie	72658323	210-5-35-10-560.000 Postage	1.06	43324	12/02/22
33495	11/16/22	INGRAM LIBRARY SERVICES I Adult Collection, Supplie	72658324	210-5-35-10-640.201 Adult Collection	44.50	43324	12/02/22
33495	11/16/22	INGRAM LIBRARY SERVICES I Adult Collection, Supplie	72658324	210-5-35-10-610.000 General Supplies	1.74	43324	12/02/22
33495	11/16/22	INGRAM LIBRARY SERVICES I Adult Collection, Supplie	72658324	210-5-35-10-560.000 Postage	1.44	43324	12/02/22
37715	11/16/22	INTEGRITY COMMUNICATIONS Technical Services	41922	210-5-35-10-340.000 Technical Services	271.80	43325	12/02/22
45410	11/12/22	J B SIMONS INC Uniforms	125167	210-5-25-10-612.000 Uniforms	144.00	43328	12/02/22
45410	11/18/22	J B SIMONS INC Uniforms	125369	210-5-25-10-612.000 Uniforms	706.50	43328	12/02/22
20365	11/17/22	KEY CHEVROLET BUICK GMC C Truck32 door repairs	453953	210-5-40-12-430.000 R&M Vehicles & Equipment	1556.95	43331	12/02/22
26330	09/05/22	LAKE CHAMPLAIN CHAMBER Membership Renewal	82604	210-5-17-10-800.000 Appropriations to other a	910.00	43333	12/02/22
25625	11/02/22	LOWE'S - 1080 EJRP Maint Supplies	4191080 1122	210-5-30-12-610.000 General Supplies	78.77	43336	12/02/22
40580	10/06/22	M&T BANK late fee	106 statemen	210-5-13-10-330.000 Professional Services	25.00	43338	12/02/22
40580	10/14/22	M&T BANK 2 Linc supplies	1089838	210-5-10-10-610.000 General Supplies	174.13	43338	12/02/22
40580	10/25/22	M&T BANK Adobe 10 22 TH	2294439226	210-5-10-10-505.000 Tech. Subs, Licenses	14.99	43338	12/02/22
40580	10/30/22	M&T BANK Adobe 10-22 Coll	2298006658	210-5-10-10-505.000 Tech. Subs, Licenses	14.99	43338	12/02/22
40580	11/09/22	M&T BANK Background EJRP	31222153525	210-5-30-10-330.000 Professional Services	30.00	43338	12/02/22
40580	10/12/22	M&T BANK CommDev Job Ad	6425818765	210-5-16-10-330.000 Professional Services	115.30	43338	12/02/22
40580	10/31/22	M&T BANK Job AD PW	70364238	210-5-40-12-330.000 Professional Services	176.40	43338	12/02/22
40580	10/06/22	M&T BANK sales tax reversal	CR Adobe1022	210-5-10-10-505.000 Tech. Subs, Licenses	-14.39	43338	12/02/22
40580	11/02/22	M&T BANK HRIS Oct 22	INV01341178	210-5-10-10-340.000 Technical Services	443.04	43338	12/02/22
40580	10/17/22	M&T BANK Comm Dev Job Ad	PLNZ5376	210-5-16-10-330.000 Professional Services	49.95	43338	12/02/22
27840	12/01/22	MADISON NATIONAL LIFE INS City Life Dec 2022	1527966	210-5-10-10-210.000 Group Insurance	146.40	43339	12/02/22
27840	12/01/22	MADISON NATIONAL LIFE INS City Life Dec 2022	1527966	210-5-13-10-210.000 Group Insurance	73.20	43339	12/02/22
27840	12/01/22	MADISON NATIONAL LIFE INS City Life Dec 2022	1527966	210-5-40-12-210.000 Group Insurance	98.39	43339	12/02/22
27840	12/01/22	MADISON NATIONAL LIFE INS City Life Dec 2022	1527966	210-5-40-13-210.000 Group Insurance	7.32	43339	12/02/22
27840	12/01/22	MADISON NATIONAL LIFE INS City Life Dec 2022	1527966	210-5-35-10-210.000 Group Insurance	256.20	43339	12/02/22

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
27840	12/01/22	CITY LIFE DEC 2022	1527966	210-5-16-10-210.000 Group Insurance	36.60	43339	12/02/22
27840	12/01/22	CITY LIFE DEC 2022	1527966	210-5-30-10-210.000 Group Insurance	183.00	43339	12/02/22
27840	12/01/22	CITY LIFE DEC 2022	1527966	210-5-30-12-210.000 Group Insurance	72.86	43339	12/02/22
V10462	10/31/22	CITY LEGAL OCT 2022		210-5-10-10-320.000 Legal Services	117.50	43342	12/02/22
V10462	10/31/22	CITY LEGAL OCT 2022		210-5-10-10-320.000 Legal Services	17.50	43342	12/02/22
V10462	10/31/22	CITY LEGAL OCT 2022		210-5-10-10-320.000 Legal Services	167.50	43342	12/02/22
40815	11/08/22	ELECTION WORK	20221108	210-5-10-10-820.000 Elections	214.50	43343	12/02/22
40815	11/08/22	ELECTION WORK	20221108A	210-5-10-10-820.000 Elections	91.00	43343	12/02/22
27395	11/09/22	CITY HEALTH DEC 2022	17427851	210-5-10-10-210.000 Group Insurance	5282.78	43346	12/02/22
27395	11/09/22	CITY HEALTH DEC 2022	17427851	210-5-13-10-210.000 Group Insurance	1900.70	43346	12/02/22
27395	11/09/22	CITY HEALTH DEC 2022	17427851	210-5-40-12-210.000 Group Insurance	4784.90	43346	12/02/22
27395	11/09/22	CITY HEALTH DEC 2022	17427851	210-5-40-13-210.000 Group Insurance	270.57	43346	12/02/22
27395	11/09/22	CITY HEALTH DEC 2022	17427851	210-5-35-10-210.000 Group Insurance	6588.23	43346	12/02/22
27395	11/09/22	CITY HEALTH DEC 2022	17427851	210-5-16-10-210.000 Group Insurance	2726.12	43346	12/02/22
27395	11/09/22	CITY HEALTH DEC 2022	17427851	210-5-30-10-210.000 Group Insurance	8907.81	43346	12/02/22
27395	11/09/22	CITY HEALTH DEC 2022	17427851	210-5-30-12-210.000 Group Insurance	2029.24	43346	12/02/22
27395	11/09/22	CITY HEALTH DEC 2022	17427851	210-2-00-00-210.006 Health Ins. Copay	631.39	43346	12/02/22
06675	11/25/22	COPIER USAGES 10/18-11/17	IN516758	210-5-35-10-442.000 Rental Vehicles/Equip	1.05	43348	12/02/22
06675	11/25/22	COPIER USAGES 10/18-11/17	IN516758	210-5-35-10-442.000 Rental Vehicles/Equip	41.90	43348	12/02/22
06675	11/25/22	COPIER USAGES 10/18-11/17	IN516758	210-5-40-12-442.000 Rental Vehicles/Equip	1.50	43348	12/02/22
06675	11/25/22	COPIER USAGES 10/18-11/17	IN516758	210-5-10-10-442.000 Rental Vehicles/Equip	45.75	43348	12/02/22
37605	11/16/22	2022 TAX FORMS	51603	210-5-13-10-610.000 General Supplies	436.15	43350	12/02/22
24960	11/16/22	CITY DENTAL DEC 2022	9256197 1222	210-5-10-10-210.000 Group Insurance	302.52	43354	12/02/22
24960	11/16/22	CITY DENTAL DEC 2022	9256197 1222	210-5-30-10-210.000 Group Insurance	647.20	43354	12/02/22
24960	11/16/22	CITY DENTAL DEC 2022	9256197 1222	210-5-30-12-210.000 Group Insurance	104.53	43354	12/02/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24960	11/16/22	NORTHEAST DELTA DENTAL City Dental Dec 2022 9256197 1222	210-5-13-10-210.000 Group Insurance	197.99	43354	12/02/22
24960	11/16/22	NORTHEAST DELTA DENTAL City Dental Dec 2022 9256197 1222	210-5-40-12-210.000 Group Insurance	310.66	43354	12/02/22
24960	11/16/22	NORTHEAST DELTA DENTAL City Dental Dec 2022 9256197 1222	210-5-40-13-210.000 Group Insurance	13.71	43354	12/02/22
24960	11/16/22	NORTHEAST DELTA DENTAL City Dental Dec 2022 9256197 1222	210-5-35-10-210.000 Group Insurance	471.35	43354	12/02/22
24960	11/16/22	NORTHEAST DELTA DENTAL City Dental Dec 2022 9256197 1222	210-5-16-10-210.000 Group Insurance	35.98	43354	12/02/22
33420	10/31/22	ORMOND BUSHEY & SONS INC Asphalt on Acorn Circle 103122	210-5-40-12-605.000 Summer Construction Suppl	20094.64	43358	12/02/22
V10729	11/08/22	OVERDRIVE INC J Collection 22408252	210-5-35-10-640.202 Juvenile Collection	43.99	43359	12/02/22
V10729	11/11/22	OVERDRIVE INC Adult Collection 22412020	210-5-35-10-640.201 Adult Collection	355.00	43359	12/02/22
V10729	11/15/22	OVERDRIVE INC J Collection 22416216	210-5-35-10-640.202 Juvenile Collection	76.00	43359	12/02/22
24100	11/02/22	PERMA-LINE CORP OF NEW EN sign 195608	210-5-40-12-572.000 Traffic Control	92.95	43363	12/02/22
V10554	11/10/22	PHOENIX BOOKS BURLINGTON Lib Don Exp : J Foundatio 613982	210-5-90-00-991.000 Library Donation Expense	47.97	43365	12/02/22
V10554	11/10/22	PHOENIX BOOKS BURLINGTON J Collection 613986	210-5-35-10-640.202 Juvenile Collection	11.19	43365	12/02/22
25140	08/30/22	PIKE INDUSTRIES INC Asphalt 1200569	210-5-40-12-605.000 Summer Construction Suppl	473.21	43366	12/02/22
25140	09/02/22	PIKE INDUSTRIES INC Asphalt 1201358	210-5-40-12-605.000 Summer Construction Suppl	553.79	43366	12/02/22
25140	10/28/22	PIKE INDUSTRIES INC Asphalt 1210954	210-5-40-12-605.000 Summer Construction Suppl	161.16	43366	12/02/22
25140	11/29/22	PIKE INDUSTRIES INC Asphalt 1215883	210-5-40-12-605.000 Summer Construction Suppl	462.37	43369	12/02/22
23465	11/17/22	PITNEY BOWES, INC. Lease 12/20-3/19/23 3316600133	210-5-10-10-442.000 Rental Vehicles/Equip	209.97	43370	12/02/22
37430	11/07/22	R R CHARLEBOIS INC 8E7 Transmission Service RC79534	210-5-40-12-430.000 R&M Vehicles & Equipment	1657.42	43376	12/02/22
02050	11/02/22	RON BUSHEY'S SUNOCO repairs to Truck 1 6470	210-5-40-12-430.000 R&M Vehicles & Equipment	277.45	43380	12/02/22
37965	08/22/22	S D IRELAND CONCRETE E.J. 2022 Roadway Resurf 2322201	210-5-40-12-451.000 Summer Construction Servi	59365.56	43384	12/02/22
42565	11/23/22	SEVEN DAYS DRB Ad December 15 2022 M 225930	210-5-30-10-550.000 Printing and Binding	79.56	43390	12/02/22
29835	10/31/22	SHERWIN-WILLIAMS Hubbell's Falls paint tou 78047	210-5-40-12-610.000 General Supplies	210.08	43393	12/02/22
29835	10/31/22	SHERWIN-WILLIAMS PAINTTHINNER PLSTCI 78138	210-5-40-12-572.000 Traffic Control	29.07	43393	12/02/22
23855	11/16/22	SOUTHWORTH-MILTON, INC. Air Element Filter 2761903	210-5-25-10-431.000 R&M Buildings & Grounds	57.95	43396	12/02/22
29090	11/03/22	SUNBELT RENTALS Uniforms -60132 132616629	210-5-40-12-612.000 Uniforms	42.04	43401	12/02/22

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
14695	11/21/22	THE BIG BLUE TRUNK Train Hop 12/9 2457	210-5-17-10-850.000 Community Events and Cele	500.00	43403	12/02/22
20865	11/08/22	TOWLE ANN Election work 20221108 AT	210-5-10-10-820.000 Elections	52.00	43406	12/02/22
21000	11/09/22	UNIFIRST CORPORATION Contracted Services: Mat 1080113511	210-5-41-21-400.000 Contracted Services	43.58	43407	12/02/22
21000	11/23/22	UNIFIRST CORPORATION Contracted Services: mats 1080115849	210-5-41-21-400.000 Contracted Services	43.58	43407	12/02/22
36130	11/18/22	VERIZON WIRELESS VSAT CELL PHONE SERVICE EPD 9920835192	210-5-40-12-530.000 Communications	35.01	43410	12/02/22
11935	10/17/22	VIKING-CIVES USA JOHNSTON BRUSH 2 PC-710mm 4518566	210-5-40-12-430.000 R&M Vehicles & Equipment	514.98	43412	12/02/22
11935	11/07/22	VIKING-CIVES USA JOHNSTON BRUSH 2 PC-710mm 4519104	210-5-40-12-430.000 R&M Vehicles & Equipment	600.00	43412	12/02/22
23395	10/07/22	VILLAGE HARDWARE - WILLIS inv paid twice 515661 CR	210-5-10-10-610.000 General Supplies	-36.07	43413	12/02/22
23395	11/01/22	VILLAGE HARDWARE - WILLIS 20PK 42GAL BLK Cont Bag 515749	210-5-30-12-610.000 General Supplies	43.68	43413	12/02/22
21230	11/19/22	VISION SERVICE PLAN (CT) City Vision Dec 2022 816566535	210-5-10-10-210.000 Group Insurance	71.79	43414	12/02/22
21230	11/19/22	VISION SERVICE PLAN (CT) City Vision Dec 2022 816566535	210-5-13-10-210.000 Group Insurance	38.01	43414	12/02/22
21230	11/19/22	VISION SERVICE PLAN (CT) City Vision Dec 2022 816566535	210-5-40-12-210.000 Group Insurance	61.66	43414	12/02/22
21230	11/19/22	VISION SERVICE PLAN (CT) City Vision Dec 2022 816566535	210-5-40-13-210.000 Group Insurance	2.72	43414	12/02/22
21230	11/19/22	VISION SERVICE PLAN (CT) City Vision Dec 2022 816566535	210-5-35-10-210.000 Group Insurance	99.93	43414	12/02/22
21230	11/19/22	VISION SERVICE PLAN (CT) City Vision Dec 2022 816566535	210-5-30-10-210.000 Group Insurance	122.00	43414	12/02/22
21230	11/19/22	VISION SERVICE PLAN (CT) City Vision Dec 2022 816566535	210-5-30-12-210.000 Group Insurance	22.99	43414	12/02/22
21230	11/19/22	VISION SERVICE PLAN (CT) City Vision Dec 2022 816566535	210-5-16-10-210.000 Group Insurance	9.38	43414	12/02/22
28470	11/11/22	VMERS DB 110800 Payroll Transfer PR-11/11/22	210-2-00-00-210.004 Retirement Payable	16686.67	43420	12/02/22
28470	11/25/22	VMERS DB 110800 Payroll Transfer PR-11/25/22	210-2-00-00-210.004 Retirement Payable	17453.39	43420	12/02/22
40560	09/30/22	VOX AM/FM LLC Job Ad PW 419000002	210-5-40-12-330.000 Professional Services	798.00	43421	12/02/22
07565	11/09/22	W B MASON CO INC Lincoln Hall Janitorial 234104635	210-5-41-20-431.000 R&M Buildings & Grounds	62.99	43430	12/02/22
07565	11/11/22	W B MASON CO INC MSP Janitorial Supplies 234169835	210-5-30-12-610.000 General Supplies	211.63	43430	12/02/22
29915	11/28/22	GINKGO DESIGN LLC Design invoice for 1 Main 1095	220-5-00-00-720.002 1 Main; Road Res-Q	1145.00	43311	12/02/22
17765	10/25/22	WAITE-HEINDEL ENVIRONMENT 1 Main Street Park Task 1 5331	220-5-00-00-720.002 1 Main; Road Res-Q	10431.50	43431	12/02/22
V10462	10/31/22	MONAGHAN SAFAR DUCHAM PL City legal Oct 2022 Oct 2022	230-5-16-10-890.824 Cres. Connector	455.00	43342	12/02/22

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
12235	11/26/19	Crescent Connector Benesc	112622 Bene	230-5-16-10-890.824 Cres. Connector	2533.00	43349	12/02/22
39425	11/18/22	Renovations and planning	4171	232-5-41-20-890.832 2 Lincoln Street Renovati	2992.50	43387	12/02/22
29310	10/24/22	ss5000 vac truck repairs	R40100633601	254-5-54-20-430.000 R&M Vehicles & Equipment	4.75	43222	12/02/22
70800	10/10/22	Hubbells Fallls beavers	101022	254-5-54-20-330.000 Professional Services	1020.00	43240	12/02/22
23435	10/31/22	City water Oct 2022	Oct 2022	254-5-54-20-411.000 CWD Water Purchase	982.15	43261	12/02/22
23435	10/31/22	City water Oct 2022	Oct 2022	254-5-54-70-411.400 CWD Water Purchase - Glob	4405.50	43261	12/02/22
23435	10/31/22	City water Oct 2022	Oct 2022	254-5-54-20-411.000 CWD Water Purchase	48989.64	43261	12/02/22
23435	10/31/22	City water Oct 2022	Oct 2022	254-5-54-70-411.400 CWD Water Purchase - Glob	219746.34	43261	12/02/22
40025	10/17/22	PP679 SONOSCOPE	6091445	254-5-54-20-610.000 General Supplies	47.50	43285	12/02/22
40025	11/03/22	DUAL SOCKET RATCHET	6094053	254-5-54-20-610.000 General Supplies	232.77	43285	12/02/22
40025	10/27/22	mud Plugs	6099492	254-5-54-20-610.000 General Supplies	18.32	43285	12/02/22
40025	11/03/22	6X4 VALVE BOX MUD	6103093	254-5-54-20-610.000 General Supplies	366.30	43285	12/02/22
21840	11/18/22	ST VISA CHARGES 10/22-11/	0631 1122	254-5-54-20-735.000 Tech: Equip/Hardware	329.55	43303	12/02/22
04035	11/30/22	blue paint	107629	254-5-54-20-610.000 General Supplies	48.00	43314	12/02/22
20365	10/25/22	Truck repair(panel) for	26979P	254-5-54-20-430.000 R&M Vehicles & Equipment	413.44	43331	12/02/22
27840	12/01/22	City Life Dec 2022	1527966	254-5-54-20-210.000 Group Insurance	134.32	43339	12/02/22
27395	11/09/22	City Health Dec 2022	17427851	254-5-54-20-210.000 Group Insurance	6712.66	43346	12/02/22
24960	11/16/22	City Dental Dec 2022	9256197 1222	254-5-54-20-210.000 Group Insurance	-70.81	43354	12/02/22
40640	10/19/22	supplier	0223879	254-5-54-20-614.000 Meters and Parts	570.59	43372	12/02/22
40640	10/28/22	1-112X50 SJ MILL DISC MXF	0224599	254-5-54-20-610.000 General Supplies	152.38	43372	12/02/22
38760	10/25/22	MDROPIN7NSF 2" Drop In Me	1NV0149982	254-5-54-70-750.001 Meter Replacement Program	12.06	43405	12/02/22
38760	10/26/22	5/8" Neptune T-10 Water M	1NV0150036	254-5-54-70-750.001 Meter Replacement Program	24.00	43405	12/02/22
00710	10/24/22	Meter Reading Gun	81	254-5-54-20-735.000 Tech: Equip/Hardware	11.91	43409	12/02/22
00710	10/25/22	meter testing 49 49A	87	254-5-54-20-735.000 Tech: Equip/Hardware	9.32	43409	12/02/22
21230	11/19/22	City Vision Dec 2022	816566535	254-5-54-20-210.000 Group Insurance	37.12	43414	12/02/22

For Check Acct 01 (GENERAL FUND) All check #s 12/02/22 To 12/02/22 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
43280	10/19/22	boiler repair for water b 39126	254-5-54-20-621.000 Natural Gas/Heating	222.50	43427	12/02/22
29310	10/24/22	ss5000 vac truck repairs R40100633601	255-5-55-30-430.000 R&M Vehicles & Equipment	4.75	43222	12/02/22
22140	10/20/22	V-BELT 3774693	255-5-55-30-570.000 Other Purchased Services	83.22	43250	12/02/22
21210	10/21/22	refill for med cabinets i 5129560173	255-5-55-30-610.000 General Supplies	176.39	43263	12/02/22
06870	11/17/22	Constituent Monitoring 22 429924	255-5-55-30-340.000 Technical Services	50.00	43289	12/02/22
38955	07/29/22	fittings 77063022	255-5-55-30-570.000 Other Purchased Services	287.91	43294	12/02/22
04640	05/11/22	restock credits for HCS1/ VTBUR308821	255-5-55-30-610.000 General Supplies	-17.08	43297	12/02/22
04640	10/18/22	6x6 4HTI SgI Post Base VTBUR314403	255-5-55-70-730.001 Energy Conservation	178.44	43297	12/02/22
29280	11/18/22	WWTF visa charges 10/27-1 0481 1122	255-5-55-30-610.000 General Supplies	630.71	43299	12/02/22
29280	11/18/22	WWTF visa charges 10/27-1 0481 1122	255-5-55-30-610.000 General Supplies	-58.82	43299	12/02/22
29280	11/18/22	WWTF visa charges 10/27-1 0481 1122	255-5-55-30-505.000 Tech. Subs, Licenses	41.00	43299	12/02/22
29280	11/18/22	WWTF visa charges 10/27-1 0481 1122	255-5-55-70-722.012 Phlo Final Phase	105.62	43299	12/02/22
29280	11/18/22	WWTF visa charges 10/27-1 0481 1122	255-5-55-30-500.000 Training, Conf, Dues	346.42	43299	12/02/22
29280	11/18/22	WWTF visa charges 10/27-1 0481 1122	255-5-55-30-570.000 Other Purchased Services	144.74	43299	12/02/22
23980	10/27/22	FAS1075 IB 12 7 SLA 187 903201016833	255-5-55-30-570.000 Other Purchased Services	222.80	43326	12/02/22
V10347	11/01/22	Pest Control WWTP 28589843	255-5-55-30-330.000 Professional Services	79.92	43329	12/02/22
27840	12/01/22	City Life Dec 2022 1527966	255-5-55-30-210.000 Group Insurance	249.98	43339	12/02/22
V10462	10/31/22	City legal Oct 2022 Oct 2022	255-5-55-30-320.000 Legal Services	420.00	43342	12/02/22
27395	11/09/22	City Health Dec 2022 17427851	255-5-55-30-210.000 Group Insurance	7487.93	43346	12/02/22
06675	11/25/22	Copier usages 10/18-11/17 IN516758	255-5-55-30-442.000 Rental Vehicles/Equip	29.89	43348	12/02/22
V6590	11/16/22	14X20X2 MERV8 PLEATED FIL S100183684	255-5-55-30-570.000 Other Purchased Services	52.68	43352	12/02/22
24960	11/16/22	City Dental Dec 2022 9256197 1222	255-5-55-30-210.000 Group Insurance	703.62	43354	12/02/22
19325	11/21/22	Project #669 Scada Wan re 18279	255-5-55-30-340.000 Technical Services	12875.00	43357	12/02/22
03160	10/26/22	POLYMER FOR DEWATERING 20394	255-5-55-30-619.000 Chemicals	9108.00	43360	12/02/22
25480	10/21/22	1/2x3-3/4 Zinc Wedge-All 56931	255-5-55-30-570.000 Other Purchased Services	30.08	43385	12/02/22

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
25480	10/28/22	SAC FASTENER COMPANY 57004	255-5-55-30-610.000 General Supplies	10.20	43385	12/02/22
V2124	11/19/22	STAPLES ADVANTAGE OFFICE SUPPLIES FOR WWTF 3523422772	255-5-55-30-610.000 General Supplies	136.08	43400	12/02/22
36130	11/18/22	VERIZON WIRELESS VSAT CELL PHONE SERVICE EPD 9920835192	255-5-55-30-530.000 Communications	80.62	43410	12/02/22
36130	11/18/22	VERIZON WIRELESS VSAT CELL PHONE SERVICE EPD 9920835192	255-5-55-30-570.000 Other Purchased Services	40.01	43410	12/02/22
23395	07/11/22	VILLAGE HARDWARE - WILLIS SPRAYER TWIN PACK 1GAL GA 515764	255-5-55-30-610.000 General Supplies	88.19	43413	12/02/22
21230	11/19/22	VISION SERVICE PLAN (CT) City Vision Dec 2022 816566535	255-5-55-30-210.000 Group Insurance	95.30	43414	12/02/22
29310	10/24/22	ALLEGIANCE TRUCK ss5000 vac truck repairs R40100633601	256-5-56-40-430.000 R&M Vehicles & Equipment	57.00	43222	12/02/22
27840	12/01/22	MADISON NATIONAL LIFE INS City Life Dec 2022 1527966	256-5-56-40-210.000 Group Insurance	129.30	43339	12/02/22
27395	11/09/22	MVP HEALTH CARE INC 43118 City Health Dec 2022 17427851	256-5-56-40-210.000 Group Insurance	5372.08	43346	12/02/22
24960	11/16/22	NORTHEAST DELTA DENTAL City Dental Dec 2022 9256197 1222	256-5-56-40-210.000 Group Insurance	306.14	43354	12/02/22
11555	11/15/22	RUSSELL RESOURCES INC repair parts for Cascade 225177	256-5-56-40-431.000 R&M Buildings & Grounds	382.05	43382	12/02/22
23855	11/14/22	SOUTHWORTH-MILTON, INC. 173 West ps SCINV677610	256-5-56-40-431.000 R&M Buildings & Grounds	682.98	43396	12/02/22
38760	10/25/22	TI-SALES INC MDROPIN7NSF 2" Drop In Me 1NV0149982	256-5-56-70-750.001 Meter Replacement Program	24.11	43405	12/02/22
38760	10/26/22	TI-SALES INC 5/8" Neptune T-10 Water M 1NV0150036	256-5-56-70-750.001 Meter Replacement Program	48.00	43405	12/02/22
21230	11/19/22	VISION SERVICE PLAN (CT) City Vision Dec 2022 816566535	256-5-56-40-210.000 Group Insurance	60.82	43414	12/02/22
01930	11/10/22	CENTER FOR TECHNOLOGY Soup Luncheon 432847	258-5-33-13-830.000 Regular Programs	105.00	43258	12/02/22
01930	11/30/22	CENTER FOR TECHNOLOGY Sr Lunch 432850	258-5-33-13-830.000 Regular Programs	105.00	43258	12/02/22
17895	11/01/22	CLEAN NEST City of EJ Cleaning Oct 12149	258-5-33-13-330.000 Professional Services	216.66	43264	12/02/22
06675	11/25/22	NATIONAL BUSINESS TECHNOL Copier usages 10/18-11/17 IN516758	258-5-33-13-442.000 Rental Vehicles/Equip	163.22	43348	12/02/22
21570	11/09/22	PETTY CASH - NICOLE MONE Luncheon - Macs 110922	258-5-33-13-830.000 Regular Programs	35.83	43364	12/02/22
19815	11/10/22	AMAZON CAPITAL SERVICES Vacation Camp Supplies 11YPNT6LPKHT	259-5-30-15-610.000 General Supplies	4.70	43224	12/02/22
19815	11/18/22	AMAZON CAPITAL SERVICES RK Staff Supplies 1361PPLLH3RM	259-5-30-15-610.000 General Supplies	33.99	43224	12/02/22
19815	11/19/22	AMAZON CAPITAL SERVICES RK Summit Supplies 1361PPLLJQ9Y	259-5-30-15-610.000 General Supplies	206.88	43224	12/02/22
19815	11/19/22	AMAZON CAPITAL SERVICES VC Supplies 1361PPLLMCYM	259-5-30-15-610.000 General Supplies	194.08	43224	12/02/22
19815	11/24/22	AMAZON CAPITAL SERVICES RK Westford Supplies 1CJ11QTWMMHH	259-5-30-15-610.000 General Supplies	50.98	43226	12/02/22

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19815	AMAZON CAPITAL SERVICES	11/19/22 RK Westford Supplies 1L9VWVMLMXC9	259-5-30-15-610.000 General Supplies	7.99	43230	12/02/22
19815	AMAZON CAPITAL SERVICES	11/17/22 VC ADL Supplies 1LDHRM41193W	259-5-30-15-610.000 General Supplies	279.00	43230	12/02/22
19815	AMAZON CAPITAL SERVICES	11/19/22 VC ADL Supplies 1MCJLXT9HXH1	259-5-30-15-610.000 General Supplies	476.58	43230	12/02/22
19815	AMAZON CAPITAL SERVICES	11/14/22 RK Hiawatha Supplies 1MLVGK9P39RD	259-5-30-15-610.000 General Supplies	171.97	43230	12/02/22
19815	AMAZON CAPITAL SERVICES	11/26/22 RK EES MSP Supplies 1TD7JX4KNK7V	259-5-30-15-610.000 General Supplies	146.62	43232	12/02/22
19815	AMAZON CAPITAL SERVICES	11/17/22 RK Westford Supplies 1TFX6K3Q3VRN	259-5-30-15-610.000 General Supplies	69.25	43232	12/02/22
19815	AMAZON CAPITAL SERVICES	11/10/22 Vacation Camp Supplies 1VCH3N17N4FF	259-5-30-15-610.000 General Supplies	117.24	43232	12/02/22
19815	AMAZON CAPITAL SERVICES	11/14/22 Vacation Camp Supplies 1W4FJ6C73PFK	259-5-30-15-610.000 General Supplies	10.84	43232	12/02/22
19815	AMAZON CAPITAL SERVICES	11/12/22 RK Westford Supplies 1YKFPF7G1DDG	259-5-30-15-610.000 General Supplies	34.56	43234	12/02/22
22670	CAPITAL ONE CREDIT CARD -	11/14/22 EJRP Credit Card 6508 1122	259-5-30-14-330.000 Professional Services	250.00	43252	12/02/22
22670	CAPITAL ONE CREDIT CARD -	11/14/22 EJRP Credit Card 6508 1122	259-5-30-14-330.000 Professional Services	-50.00	43252	12/02/22
22670	CAPITAL ONE CREDIT CARD -	11/14/22 EJRP Credit Card 6508 1122	259-5-30-14-610.000 General Supplies	563.07	43252	12/02/22
22670	CAPITAL ONE CREDIT CARD -	11/14/22 EJRP Credit Card 6508 1122	259-5-30-15-580.000 Travel	145.00	43252	12/02/22
22670	CAPITAL ONE CREDIT CARD -	11/14/22 EJRP Credit Card 6508 1122	259-5-30-15-610.000 General Supplies	108.88	43252	12/02/22
18025	CREATIVE DISPLAYS INC	11/07/22 Winter Lights 54735	259-5-30-14-610.000 General Supplies	658.28	43278	12/02/22
27840	MADISON NATIONAL LIFE INS	12/01/22 City Life Dec 2022 1527966	259-5-30-15-210.000 Group Insurance	437.67	43339	12/02/22
27840	MADISON NATIONAL LIFE INS	12/01/22 City Life Dec 2022 1527966	259-5-30-16-210.000 Group Insurance	143.85	43339	12/02/22
27395	MVP HEALTH CARE INC 43118	11/09/22 City Health Dec 2022 17427851	259-5-30-15-210.000 Group Insurance	6087.60	43346	12/02/22
27395	MVP HEALTH CARE INC 43118	11/09/22 City Health Dec 2022 17427851	259-5-30-16-210.000 Group Insurance	6378.50	43346	12/02/22
06675	NATIONAL BUSINESS TECHNOL	11/25/22 Copier usages 10/18-11/17 IN516758	259-5-30-10-442.000 Rental Vehicles/Equip	276.24	43348	12/02/22
06675	NATIONAL BUSINESS TECHNOL	11/25/22 Copier usages 10/18-11/17 IN516758	259-5-30-10-442.000 Rental Vehicles/Equip	97.37	43348	12/02/22
24960	NORTHEAST DELTA DENTAL	11/16/22 City Dental Dec 2022 9256197 1222	259-5-30-15-210.000 Group Insurance	395.78	43354	12/02/22
24960	NORTHEAST DELTA DENTAL	11/16/22 City Dental Dec 2022 9256197 1222	259-5-30-16-210.000 Group Insurance	363.40	43354	12/02/22
29425	PERFORMANCE FOOD SERVICE	11/14/22 RK EES Snack 760788	259-5-30-15-610.000 General Supplies	210.07	43362	12/02/22
29425	PERFORMANCE FOOD SERVICE	11/14/22 RK S/H K Snack 760912	259-5-30-15-610.000 General Supplies	112.01	43362	12/02/22

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
29425	PERFORMANCE FOOD SERVICE	11/14/22	RK Summit Snack 761013	259-5-30-15-610.000 General Supplies	179.47	43362	12/02/22
29425	PERFORMANCE FOOD SERVICE	11/15/22	RK Snack 761619	259-5-30-15-610.000 General Supplies	179.22	43362	12/02/22
29425	PERFORMANCE FOOD SERVICE	11/16/22	RK Fleming Snack 762364	259-5-30-15-610.000 General Supplies	110.42	43362	12/02/22
29425	PERFORMANCE FOOD SERVICE	11/17/22	VC Snack 763338	259-5-30-15-610.000 General Supplies	426.65	43362	12/02/22
29425	PERFORMANCE FOOD SERVICE	11/21/22	Vac Camp Snack 764813	259-5-30-15-610.000 General Supplies	85.13	43362	12/02/22
20620	RASCO LAURA	11/17/22	Playgroup October 111722D	259-5-30-14-330.000 Professional Services	240.00	43378	12/02/22
45825	SPARE TIME	11/23/22	Vac Camp 11/23 28507739	259-5-30-15-580.000 Travel	1283.00	43397	12/02/22
29090	SUNBELT RENTALS	10/15/22	Pumpkin/holiday Lights Li 131401522	259-5-30-12-442.000 Rental Vehicles/Equip	4232.56	43401	12/02/22
29090	SUNBELT RENTALS	10/29/22	Pumpkin Event Tent Heater 132095307	259-5-30-14-442.000 Rental Vehicles/Equip	712.69	43401	12/02/22
36130	VERIZON WIRELESS VSAT	11/18/22	CELL PHONE SERVICE EPD 9920835192	259-5-30-16-610.000 General Supplies	40.31	43410	12/02/22
25315	VESPA'S PIZZA PASTA & DEL	11/17/22	RK Staff Training Food 111722D	259-5-30-15-610.000 General Supplies	220.38	43411	12/02/22
21230	VISION SERVICE PLAN (CT)	11/19/22	City Vision Dec 2022 816566535	259-5-30-15-210.000 Group Insurance	112.56	43414	12/02/22
21230	VISION SERVICE PLAN (CT)	11/19/22	City Vision Dec 2022 816566535	259-5-30-16-210.000 Group Insurance	71.78	43414	12/02/22
25945	VT AFTERSCHOOL	06/30/22	Reframing Conflict 6067	259-5-30-17-330.000 Professional Services	248.09	43422	12/02/22
25945	VT AFTERSCHOOL	11/15/22	VT Afterschool Conference 6160	259-5-30-15-500.000 Training, Conf, Dues	350.00	43422	12/02/22
Report Total					568067.78		

To the Treasurer of Town of Essex, 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 \$ ***568,067.78
Let this be your order for the payments of these amounts.

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	11/15/22	oil 552231921098	210-5-40-12-626.000 Gasoline	101.94	43434	12/09/22
05290	ADVANCE AUTO PARTS	11/17/22	WASHER FLUID 552232121274	210-5-40-12-610.000 General Supplies	39.40	43434	12/09/22
05290	ADVANCE AUTO PARTS	11/18/22	CYCLE CHAIN LUBE 552232221312	210-5-30-12-610.000 General Supplies	16.54	43434	12/09/22
05290	ADVANCE AUTO PARTS	11/21/22	GRIND/ SAND/FINISH KIT 2 552232537888	210-5-40-12-610.000 General Supplies	22.61	43434	12/09/22
05290	ADVANCE AUTO PARTS	11/21/22	acry bk 552232537892	210-5-40-12-610.000 General Supplies	22.06	43434	12/09/22
05290	ADVANCE AUTO PARTS	11/21/22	oil and filters 552232537897	210-5-40-12-626.000 Gasoline	75.96	43434	12/09/22
05290	ADVANCE AUTO PARTS	11/21/22	oil and filters 552232537897	210-5-40-12-610.000 General Supplies	36.11	43434	12/09/22
05290	ADVANCE AUTO PARTS	11/23/22	RAIN-X and HI-suds 552232737965	210-5-40-12-610.000 General Supplies	166.36	43434	12/09/22
32515	ALERT ALL CORP.	11/22/22	Bears for Fire Prevention 222110003	210-5-25-10-613.000 Program Supplies	3000.00	43436	12/09/22
28555	ALLEGIANCE TRUCKS	11/15/22	work lamp led 4 inch X12201268001	210-5-40-12-430.000 R&M Vehicles & Equipment	108.00	43437	12/09/22
19815	AMAZON CAPITAL SERVICES	12/02/22	Maintenance Supplies 1TYLVQQJFD3F	210-5-30-12-610.000 General Supplies	122.13	43440	12/09/22
19815	AMAZON CAPITAL SERVICES	12/02/22	Train Hop Supplies 1VNR3QN7DPC6	210-5-17-10-850.000 Community Events and Cele	57.31	43440	12/09/22
00530	BRODART CO	11/18/22	Adult Collection, Supplie B6523541	210-5-35-10-640.201 Adult Collection	190.28	43448	12/09/22
00530	BRODART CO	11/18/22	Adult Collection, Supplie B6523541	210-5-35-10-610.000 General Supplies	8.80	43448	12/09/22
00530	BRODART CO	11/18/22	Adult Collection, Supplie B6523545	210-5-35-10-640.201 Adult Collection	130.62	43448	12/09/22
00530	BRODART CO	11/18/22	Adult Collection, Supplie B6523545	210-5-35-10-610.000 General Supplies	6.40	43448	12/09/22
00530	BRODART CO	11/18/22	Adult Collection, Supplie B6523569	210-5-35-10-640.201 Adult Collection	16.20	43448	12/09/22
00530	BRODART CO	11/18/22	Adult Collection, Supplie B6523569	210-5-35-10-610.000 General Supplies	0.80	43448	12/09/22
00530	BRODART CO	11/18/22	Adult Replacement B6523877	210-5-90-00-640.201 Adult Collection replacem	16.01	43448	12/09/22
28910	BURNHAM MEMORIAL LIBRARY	10/20/22	Lost Books BURNHAM1122	210-5-90-00-640.201 Adult Collection replacem	31.99	43449	12/09/22
07710	CCR SALES AND SERVICE LLC	11/01/22	inv was in error. wrong a 65196	210-5-40-12-610.000 General Supplies	829.18	43452	12/09/22
07710	CCR SALES AND SERVICE LLC	11/28/22	wrong account charged, cr 65723	210-5-40-12-610.000 General Supplies	-829.18	43452	12/09/22
04940	COMCAST	11/12/22	Tv Internet 11/19-12/18/ 0091811 1122	210-5-40-12-600.000 Salt, Sand and Gravel	62.91	43458	12/09/22
04940	COMCAST	11/12/22	Tv Internet 11/19-12/18/ 0091811 1122	210-5-40-12-610.000 General Supplies	185.91	43458	12/09/22
29785	DAVIS JAMES AARON	11/20/22	J Programs NOV2022	210-5-35-10-840.202 Childrens Programs	100.00	43462	12/09/22

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
00600	DION SECURITY	08/29/22	Buildings RM: Repair of l 78612	210-5-41-21-431.000 R&M Buildings & Grounds	125.00	43464	12/09/22
25290	EBSO SUBSCRIPTION SERVIC	11/08/22	Adult Collection, J Colle 10001952991	210-5-35-10-640.201 Adult Collection	730.00	43467	12/09/22
25290	EBSO SUBSCRIPTION SERVIC	11/08/22	Adult Collection, J Colle 10001952991	210-5-35-10-640.202 Juvenile Collection	730.00	43467	12/09/22
V10576	ECOPIXEL LLC	12/01/22	Website Services/Redesign 3199	210-5-10-10-530.000 Communications	2652.00	43468	12/09/22
21835	FIRST NATIONAL BANK OMAHA	10/01/22	pump test mtg refreshmnts 5517	210-5-25-10-430.000 R&M Vehicles & Equipment	39.68	43478	12/09/22
34895	GAUTHIER TRUCKING, INC.	12/01/22	Garbage Removal 2 Lincoln 1681167	210-5-41-20-400.000 Contracted Services	278.31	43480	12/09/22
20470	GLOBAL MONTELLO GROUP	11/30/22	Nov Vehicle Fuel 294211	210-5-41-22-626.000 Gasoline	534.11	43481	12/09/22
20470	GLOBAL MONTELLO GROUP	11/30/22	Nov Vehicle Fuel 294211	210-5-40-12-626.000 Gasoline	3456.80	43481	12/09/22
04035	GOT THAT RENTAL & SALES I	11/16/22	PIN,STD LYNCH PIN 107215	210-5-40-12-610.000 General Supplies	11.88	43483	12/09/22
04035	GOT THAT RENTAL & SALES I	11/21/22	Wire Tie # 16 107360	210-5-30-12-610.000 General Supplies	25.98	43483	12/09/22
04035	GOT THAT RENTAL & SALES I	11/21/22	Wire Tie 16# 107361	210-5-30-12-610.000 General Supplies	12.99	43483	12/09/22
37715	INTEGRITY COMMUNICATIONS	08/19/22	Technical services, phone 41639	210-5-35-10-340.000 Technical Services	50.00	43494	12/09/22
37715	INTEGRITY COMMUNICATIONS	11/29/22	Technical Services, phone 41983	210-5-35-10-340.000 Technical Services	150.00	43494	12/09/22
33195	LIMOGE & SONS GARAGE DOOR	11/29/22	JOB: RESET REMOTES AND TE 78654TE	210-5-41-22-431.000 R&M Buildings & Grounds	75.00	43500	12/09/22
V10130	LOWE'S BUSINESS ACCOUNT	10/21/22	SUPPLIES FOR CONTROL ROOM 12422	210-5-40-12-610.000 General Supplies	180.84	43501	12/09/22
V9970	MIDWEST TAPE	11/14/22	Adult Collection 502950848	210-5-35-10-640.201 Adult Collection	82.98	43504	12/09/22
24100	PERMA-LINE CORP OF NEW EN	11/16/22	FINISHED TRAFFIC SIGNS-PR 195799	210-5-40-12-572.000 Traffic Control	145.95	43516	12/09/22
V10554	PHOENIX BOOKS BURLINGTON	12/05/22	Adult Collection 639952	210-5-35-10-640.201 Adult Collection	38.39	43519	12/09/22
25140	PIKE INDUSTRIES INC	12/02/22	Asphalt 1216242	210-5-40-12-605.000 Summer Construction Suppl	635.16	43520	12/09/22
24410	PRIORITY EXPRESS INC	11/30/22	Federal Grant : Courier N 80272249	210-5-35-10-890.000 Federal Grant Expenditure	151.99	43522	12/09/22
37430	R R CHARLEBOIS INC	11/18/22	Towing and Repair Trk 6 RC79794	210-5-40-12-430.000 R&M Vehicles & Equipment	1603.25	43526	12/09/22
18010	REYNOLDS & SON, INC.	11/23/22	Battery 3416642	210-5-25-10-750.000 Machinery & Equipment	108.63	43529	12/09/22
02050	RON BUSHEY'S SUNOCO	11/29/22	Tire Repair Trk 4 state i 11472	210-5-40-12-430.000 R&M Vehicles & Equipment	169.95	43530	12/09/22
23855	SOUTHWORTH-MILTON, INC.	11/29/22	FIRE STATION SCINV680782	210-5-41-22-431.000 R&M Buildings & Grounds	707.97	43539	12/09/22
14800	TECH GROUP INC	12/01/22	Anti-Virus Contract 100541	210-5-25-10-431.000 R&M Buildings & Grounds	40.00	43544	12/09/22

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
00710	11/11/22	UPS STORE fall protection unit bein	210-5-40-12-610.000	94.23	43549	12/09/22
		111922D	General Supplies			
19350	12/01/22	VERIZON CONNECT FLEET USA VEH TRACK SUBSCRIPTION	210-5-40-12-442.000	151.60	43550	12/09/22
		615000037060	Rental Vehicles/Equip			
36130	11/19/22	VERIZON WIRELESS VSAT communication 10/24-11/19	210-5-40-12-530.000	192.64	43551	12/09/22
		9920927852	Communications			
V2380	11/21/22	VLCT PACIF Council Training	210-5-10-10-810.113	28.00	43555	12/09/22
		MAC20220545	Trustee Expenditures			
28470	12/09/22	VMERS DB 110800 Payroll Transfer	210-2-00-00-210.004	17378.57	43556	12/09/22
		PR-12/09/22	Retirement Payable			
29825	11/21/22	VT GAS SYSTEMS MSP Gas November	210-5-41-26-621.000	157.61	43559	12/09/22
		1578756 1122	Natrual Gas/Heating			
29825	11/21/22	VT GAS SYSTEMS MSP Gas November	210-5-41-26-621.000	161.75	43562	12/09/22
		810044 1122	Natrual Gas/Heating			
17425	12/09/22	ICMA ROTH PLAN 706287 Payroll Transfer	210-2-00-00-210.004	50.00	12092210	12/09/22
		PR-12/09/22	Retirement Payable			
V1160	12/09/22	ICMA RETIREMENT TRUST-457 Payroll Transfer	210-2-00-00-210.004	2733.53	12092211	12/09/22
		PR-12/09/22	Retirement Payable			
V1161	12/09/22	ICMA RETIREMENT TRUST-401 Payroll Transfer	210-2-00-00-210.004	6518.40	12092212	12/09/22
		PR-12/09/22	Retirement Payable			
25715	11/28/22	DONALD L. HAMLIN CONSULT construction inspection a	230-5-40-13-722.801	1259.29	43466	12/09/22
		21804 1122	Densmore Dr non-FEMA			
25715	11/28/22	DONALD L. HAMLIN CONSULT Survey, engineering, perm	230-5-40-13-895.830	1031.25	43466	12/09/22
		22802 1122	BC2058 Brickyard Culvert			
42565	11/23/22	SEVEN DAYS Invitation to Bid Crescen	230-5-16-10-890.824	135.72	43536	12/09/22
		226000	Cres. Connector			
39425	11/17/22	SCOTT & PARTNERS INC Brownell Roof Project	232-5-41-21-730.001	445.00	43534	12/09/22
		4155	Roof			
20470	11/30/22	GLOBAL MONTELLO GROUP Nov Vehicle Fuel	254-5-54-20-626.000	207.25	43481	12/09/22
		294211	Gasoline			
03070	12/05/22	MINUTEMAN PRESS City Wtr bill Postage	254-5-54-20-560.000	513.38	43506	12/09/22
		120522D	Postage			
V2227	12/02/22	TI-SALES, INC. RW2F53 2" Neptune T-10 Re	254-5-54-70-750.001	165.29	43547	12/09/22
		1NV0151213	Meter Replacement Program			
00710	11/18/22	UPS STORE meter head sent to be ins	254-5-54-20-614.000	21.59	43549	12/09/22
		111822D	Meters and Parts			
36130	11/19/22	VERIZON WIRELESS VSAT communication 10/24-11/19	254-5-54-20-530.000	271.89	43551	12/09/22
		9920927852	Communications			
V9591	12/07/22	VRWA VRWA CLASS-50133CJD	254-5-54-20-500.000	14.00	43557	12/09/22
		8813	Training, Conf, Dues			
43280	11/22/22	VT MECHANICAL INC. boiler repair in water bu	254-5-54-20-621.000	510.58	43563	12/09/22
		39270	Natural Gas/Heating			
05290	11/30/22	ADVANCE AUTO PARTS plow truck headlight	255-5-55-30-430.000	13.15	43434	12/09/22
		552233438270	R&M Vehicles & Equipment			
05290	12/01/22	ADVANCE AUTO PARTS parts and supplies WWTF	255-5-55-30-570.000	87.28	43434	12/09/22
		552233538302	Other Purchased Services			
11375	11/01/22	CASELLA WASTE MANAGEMENT Grit disposal for for Nov	255-5-55-30-421.000	1097.64	43451	12/09/22
		3361157	Grit Disposal			
45120	12/01/22	CHAMPLAIN VALLEY EQUIPMEN door latch part for Kabot	255-5-55-30-430.000	2.56	43454	12/09/22
		CC03166	R&M Vehicles & Equipment			

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
23455	CHITTENDEN SOLID WASTE DI	11/29/22	OCT22 Biosolids 202210ESS 15202	255-5-55-30-568.000 Biosolids Subcontractor	13672.12	43455	12/09/22
23455	CHITTENDEN SOLID WASTE DI	11/01/22	Tons of biosolids 09-22 20229ESS	255-5-55-30-568.000 Biosolids Subcontractor	10819.83	43455	12/09/22
V10411	CLEAN WATERS, INC.	11/28/22	polymer for dewatering 12659	255-5-55-30-568.000 Biosolids Subcontractor	4900.60	43457	12/09/22
04940	COMCAST	11/23/22	Internet only 11/30-12/29 0316028 1122	255-5-55-30-530.000 Communications	253.34	43461	12/09/22
17885	DENNISON LUBRICANTS INC	11/22/22	OIL for GBT and other equ 3624306	255-5-55-30-570.000 Other Purchased Services	710.35	43463	12/09/22
25715	DONALD L. HAMLIN CONSULT	11/28/22	Engineering Assistance Oc 22817 1122	255-5-55-30-330.000 Professional Services	270.50	43466	12/09/22
06870	ENDYNE INC	12/02/22	Whitcomb Farm PFAS soil s 431493	255-5-55-30-568.000 Biosolids Subcontractor	3300.00	43469	12/09/22
04640	FASTENAL INDUSTRIAL & CON	09/27/21	0 HCS1/2-13X2 1/2 Z 5 VTBUR300144A	255-5-55-30-570.000 Other Purchased Services	17.08	43471	12/09/22
04640	FASTENAL INDUSTRIAL & CON	09/06/22	credit on tape returned VTBUR313169	255-5-55-30-570.000 Other Purchased Services	-163.80	43471	12/09/22
04640	FASTENAL INDUSTRIAL & CON	10/13/22	MISC ITEMS FOR PARTS ROOM VTBUR314337	255-5-55-30-570.000 Other Purchased Services	635.76	43471	12/09/22
20470	GLOBAL MONTELLO GROUP	11/30/22	Nov Vehicle Fuel 294211	255-5-55-30-626.000 Gasoline	258.91	43481	12/09/22
24785	GRAINGER	10/24/22	FILTER ELEMENT,POLYESTER, 9489222340	255-5-55-30-570.000 Other Purchased Services	868.74	43484	12/09/22
24785	GRAINGER	11/28/22	HMIG LABEL,1-1/2 IN. H,PA 9525465515	255-5-55-30-610.000 General Supplies	67.10	43484	12/09/22
07010	GREEN MOUNTAIN POWER CORP	11/18/22	39 Cascade 10/19 to 11/17 1122 Cascade	255-5-55-30-622.000 Electricity	14201.57	43486	12/09/22
V1093	HOLLAND CO., INC.	11/22/22	Bisulfite Solution 38% SO 18568	255-5-55-30-619.000 Chemicals	5860.47	43490	12/09/22
24250	IMPACT FIRE	10/17/22	INSPECTION AND REPAIR OF 25013793	255-5-55-30-330.000 Professional Services	530.75	43492	12/09/22
23980	INTERSTATE BATTERY OF VT	10/18/22	WAC0150 IB 1.55 SIL 392 B 903201016784	255-5-55-30-570.000 Other Purchased Services	-7.20	43495	12/09/22
23980	INTERSTATE BATTERY OF VT	11/17/22	SRM-4D MR IBL IB 903201016910	255-5-55-30-570.000 Other Purchased Services	647.50	43495	12/09/22
23980	INTERSTATE BATTERY OF VT	11/17/22	Core charge for 2g cogene 903201016911	255-5-55-30-570.000 Other Purchased Services	-74.00	43495	12/09/22
23980	INTERSTATE BATTERY OF VT	11/30/22	SLA1056 IB 12 5 SLA 250 903201016960	255-5-55-30-570.000 Other Purchased Services	444.60	43495	12/09/22
V10329	NORTH WILLISTON CATTLE CO	11/22/22	Fall 2022 Land Applicatio 254	255-5-55-30-567.000 Biosolids Land Applicatio	82800.00	43510	12/09/22
19325	OPEN APPROACH INC	12/01/22	Monthly Billing for Decem 18371	255-5-55-30-340.000 Technical Services	690.00	43512	12/09/22
27950	PETE'S TIRE BARNS INC	10/27/22	MOUNT/ DISMOUNT/SPIN BALA 1043261	255-5-55-30-430.000 R&M Vehicles & Equipment	1250.76	43517	12/09/22
12775	PRATT & SMITH ELECTRICAL	10/31/22	receptacles for filter ro 10136	255-5-55-30-570.000 Other Purchased Services	2645.97	43521	12/09/22
25330	QUEEN CITY STEEL CO.	11/16/22	3"X8"X3/8 SS to lift coge 273956	255-5-55-30-570.000 Other Purchased Services	433.55	43524	12/09/22

For Check Acct 01 (GENERAL FUND) All check #s 12/09/22 To 12/09/22 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24325	11/16/22	RADIO NORTH GROUP INC radio and equipment servi 24144645	255-5-55-30-570.000 Other Purchased Services	5842.00	43528	12/09/22
V2124	10/29/22	STAPLES ADVANTAGE office supplies for offic 3521564516	255-5-55-30-610.000 General Supplies	43.80	43540	12/09/22
V2124	11/26/22	STAPLES ADVANTAGE WALL CALENDER FOR BREAK R 3523852332	255-5-55-30-610.000 General Supplies	31.40	43540	12/09/22
V10409	11/02/22	WATER INDUSTRIES INC BALL BEARING TS Assembly 140322	255-5-55-30-570.000 Other Purchased Services	1018.26	43568	12/09/22
42625	11/01/22	ALDRICH & ELLIOTT PC Essex Jct PS Upgrades 80913	256-5-56-70-722.005 Maple/River/West St PS	795.00	43435	12/09/22
20470	11/30/22	GLOBAL MONTELLO GROUP Nov Vehicle Fuel 294211	256-5-56-40-626.000 Gasoline	699.80	43481	12/09/22
03070	12/05/22	MINUTEMAN PRESS City Wtr bill Postage 120522D	256-5-56-40-560.000 Postage	1026.77	43506	12/09/22
24325	11/21/22	RADIO NORTH GROUP INC parts for TRK 14 24144657	256-5-56-40-430.000 R&M Vehicles & Equipment	83.00	43528	12/09/22
23855	11/30/22	SOUTHWORTH-MILTON, INC. High School Pump Station SCINV681404	256-5-56-40-330.000 Professional Services	659.66	43539	12/09/22
23855	11/30/22	SOUTHWORTH-MILTON, INC. SUSIE WILSON RD PS Genera SCINV681406	256-5-56-40-434.001 Susie Wilson PS Costs	682.98	43539	12/09/22
23855	11/30/22	SOUTHWORTH-MILTON, INC. WWTF Chem building genera SCINV681408	256-5-56-40-431.000 R&M Buildings & Grounds	644.67	43539	12/09/22
V2227	12/02/22	TI-SALES, INC. RW2F53 2" Neptune T-10 Re 1NV0151213	256-5-56-70-750.001 Meter Replacement Program	330.61	43547	12/09/22
36130	11/23/22	VERIZON WIRELESS VSAT Pump station communicatio 9921349464	256-5-56-40-434.001 Susie Wilson PS Costs	77.64	43552	12/09/22
36130	11/23/22	VERIZON WIRELESS VSAT Pump station communicatio 9921349464	256-5-56-40-434.002 West Street PS Costs	77.64	43552	12/09/22
36130	11/23/22	VERIZON WIRELESS VSAT Pump station communicatio 9921349464	256-5-56-40-431.000 R&M Buildings & Grounds	301.40	43552	12/09/22
40565	11/30/22	BARTLETT DEANNA Yoga 113022	258-5-33-13-830.000 Regular Programs	500.00	43444	12/09/22
22745	10/26/22	FIRST NATIONAL BANK OMAHA Rec Credit Card 2212 1022	258-5-33-13-830.000 Regular Programs	116.20	43473	12/09/22
22745	10/26/22	FIRST NATIONAL BANK OMAHA Rec Credit Card 2212 1022	258-5-33-13-830.000 Regular Programs	117.09	43473	12/09/22
21570	11/21/22	PETTY CASH - NICOLE MONE Petty Cash SR Ctr repleni 123022D	258-5-33-13-830.000 Regular Programs	32.33	43518	12/09/22
21570	11/21/22	PETTY CASH - NICOLE MONE Petty Cash SR Ctr repleni 123022D	258-5-33-13-610.000 General Supplies	22.32	43518	12/09/22
07565	11/30/22	W B MASON CO INC Nov office supplies, etc C13055271122	258-5-33-13-610.000 General Supplies	89.25	43567	12/09/22
07565	11/30/22	W B MASON CO INC Nov office supplies, etc C13055271122	258-5-33-13-830.000 Regular Programs	59.56	43567	12/09/22
37985	11/23/22	A T & T MOBILITY CELL PHONE Svc PD 869X12012022	259-5-30-14-330.000 Professional Services	43.23	43433	12/09/22
19815	11/30/22	AMAZON CAPITAL SERVICES RK Westford Supplies 1JFRG4KMJ3NH	259-5-30-15-610.000 General Supplies	38.28	43440	12/09/22
19815	12/03/22	AMAZON CAPITAL SERVICES RK Westford Supplies 1R9JPLTHGJRP	259-5-30-15-610.000 General Supplies	128.29	43440	12/09/22

For Check Acct 01 (GENERAL FUND) All check #s 12/09/22 To 12/09/22 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	12/05/22	AMAZON CAPITAL SERVICES RK Supplies 1VNMHXQR3QQ4	259-5-30-15-610.000 General Supplies	84.12	43440	12/09/22
20470	11/30/22	GLOBAL MONTELLO GROUP Nov Vehicle Fuel 294211	259-5-30-15-626.000 Gasoline	107.92	43481	12/09/22
11030	11/21/22	GUARINOS SWIMMING POOL SV MSP Pool Closing 0483587IN	259-5-30-11-431.000 R&M Buildings & Grounds	5047.87	43487	12/09/22
35460	11/28/22	KEVIN SMITH'S SPORTS CONN Basketball Supplies 280725	259-5-30-14-610.000 General Supplies	1812.00	43499	12/09/22
27970	11/28/22	MINI GOLF ON THE GO LLC Vac Camp Mini Golf 11/22 0000182	259-5-30-15-580.000 Travel	550.00	43505	12/09/22
29425	11/28/22	PERFORMANCE FOOD SERVICE RK EES Snack 765731	259-5-30-15-610.000 General Supplies	173.34	43515	12/09/22
29425	11/28/22	PERFORMANCE FOOD SERVICE RK Summit Snack 766879	259-5-30-15-610.000 General Supplies	169.80	43515	12/09/22
29425	11/28/22	PERFORMANCE FOOD SERVICE RK FMS Snack 767330	259-5-30-15-610.000 General Supplies	200.09	43515	12/09/22
29425	11/28/22	PERFORMANCE FOOD SERVICE RK Hiawatha Snack 767572	259-5-30-15-610.000 General Supplies	136.77	43515	12/09/22
10435	11/18/22	SCREENMYLOGO.COM Basketball Shirts 19695	259-5-30-14-610.000 General Supplies	3766.80	43535	12/09/22
10435	11/22/22	SCREENMYLOGO.COM Barcomb League Shirts 19706	259-5-30-14-610.000 General Supplies	600.00	43535	12/09/22
23495	11/28/22	STUDENT TRANSPORTATION OF Vac Camp Nov Bus 70184671	259-5-30-15-580.000 Travel	852.50	43541	12/09/22
29090	11/05/22	SUNBELT RENTALS Winter Lights Lift 132307102	259-5-30-12-442.000 Rental Vehicles/Equip	1871.20	43542	12/09/22
Report Total				224365.49		

To the Treasurer of Town of Essex, 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 \$ ***224,365.49

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

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**CITY OF ESSEX JUNCTION
CITY COUNCIL
MINUTES OF MEETING
November 9, 2022**

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

ADMINISTRATION: Regina Mahony, City Manager; Sam Anderson, Greater Burlington Industrial Corporation; Charlie Baker, Executive Director, Chittenden County Regional Planning Commission; Chris Gaboriault, Fire Chief; Wendy Hysko, Library Director; Brad Luck, Director of Recreation & Parks.

OTHERS PRESENT: Mark Bristlin, Danielle Brown, Bob Burrows, Kevin Collins, Annie Cooper, Elaine Haney, Tim Miller, Sharon Willie Padnos, Jason Struthers, Jess Wisloski.

1. **CALL TO ORDER**

Councilor Brown called the meeting to order at 6:47 P.M.

2. **AGENDA ADDITIONS/CHANGES**

None.

3. **APPROVE AGENDA**

None needed, as no agenda changes were proposed.

4. **PUBLIC TO BE HEARD**

a. Comments from public on items not on the agenda

Annie Cooper spoke about a discussion on Facebook in which an Essex Junction resident said they were charged a fee for a City Halloween event and that she was turned away from the event because she did not pay the fee. Ms. Cooper said that from her perspective, this raises an equity concern. She said that four weeks prior to that event, the City gave each resident \$15 in vouchers for the Junction Jam event. She suggested that the Halloween event be free so that each resident is able to attend. She asked whether it would be possible to develop a flow chart to show how the City government works, department by department, to educate residents. Councilor Brown replied that this is great feedback regarding how the Council can conduct broader education to the community on the role of the Council and staff. He said that there is also ample opportunity for the City Council to discuss equity issues in the future, acknowledging that they have not had discussions around equity for some time.

Jessica Wisloski said that she is the resident in question in Ms. Cooper's comment. She spoke about how active she has been in the community over the past number of years and that she has been very supportive of various departments and programs. She expressed frustration about the lack of communication around fees for the Halloween event and questioned why the City is charging fees for community events.

5. **BUSINESS ITEMS**

a. GBIC Presentation

Sam Anderson spoke on behalf of the Greater Burlington Industrial Corporation (GBIC). She spoke about the support that GBIC provides to its membership around the Burlington area, noting that they have expanded their membership to other types of commercial businesses over the course of the Covid-19 pandemic. She said that GBIC is requesting an appropriation from the City of Essex Junction of \$7,500 for Fiscal Year 2024.

53 She spoke briefly about GBIC's history and mission, noting that it is one of 12 regional development
54 corporations that exist around Vermont. She said that it was formed in 1954 and serves Chittenden
55 County.

56
57 b. Conversation with Fire Chief Chris Gaboriault

58 Chief Gaboriault provided an update on the Fire Department. He spoke about staffing, noting that the
59 Department currently has 8 line officers, 24 firefighters/EMTs, 1 fire police position, 1 dispatcher, and
60 the potential to add 2 more positions. He spoke about call volumes, which have remained consistent
61 over the last several years. He said that they receive around 500-550 calls per year, which are split
62 around 40%/60% between emergency medical services and fire. He said that in the last year, the
63 department received an AEMT certification and license, which allows it to provide a higher level of
64 intervention, and that they plan to go live with this on January 1, 2023. Councilor Brown asked if this
65 AEMT license is complementary to Essex Rescue. Chief Gaboriault replied that they provide
66 complementary services to each other, and one will respond to a call if the other is currently occupied,
67 but he noted that the Fire Department does not have the staff or scope to run an ambulance. He said
68 that the AEMT license ensures that they are able to perform a number of medical interventions until an
69 ambulance is available. He spoke briefly about equipment upgrades at the Fire Department, including
70 converting much of their equipment from gas-powered to battery-operated.

71
72 c. Discussion and consideration of miscellaneous Municipal Ordinance issues

73 City Manager Mahony said that when the Trustees adopted a new public nuisance ordinance in
74 September 2021, it made many parts of other current ordinances redundant. She said that the intent of
75 this effort is to rescind a number of other ordinances. She said that the recommendation is to warn a
76 public hearing around those changes for December 14, 2022. She noted that other miscellaneous
77 ordinance issues have arisen over the last number of months, including issues around the smell from
78 cannabis operations, ducks, and unregistered vehicles. She recommended that the City does not have
79 the capacity to revise ordinances around those issues yet, but that staff would like to research them
80 further to make ordinance changes in the future.

81
82 **GEORGE TYLER made a motion, and RAJ CHAWLA seconded, that the City Council warn a**
83 **public hearing on December 14th at 6:30 pm for the following changes to the Essex Junction**
84 **Municipal Ordinances:**

- 85
86 • **Rescind *Chapter 6: Regulation of Soliciting, Chapter 7: Noise Ordinance, Chapter 10:***
87 ***Regulations of Public Indecency, and Chapter 13: Regulations of Public Nuisance* in their**
88 **entirety;**
89 • **Amend *Chapter 9: Enforcement* by deleting reference to Chapters 6, 10, and 13; and**
90 • **Amend *Chapter 16: Ordinance Prohibiting Graffiti, Defacement of Property and Placing***
91 ***Substances in Public Fountains* by rescinding Sections 1601 and 1602.**

92
93 **The motion passed 5-0.**

94
95 Councilor Chawla said that in terms of asking staff to prioritize additional items for ordinance updates,
96 he would like the City Council to get together and determine what other outstanding items need to be
97 worked on and prioritized by the Council and staff. Councilor Brown agreed, saying that having a
98 strategic planning conversation will be valuable in future budgetary conversations.

99
100 Jason Struthers noted that he did not request amending the chicken ordinance but sought an exemption
101 for his ducks. He said that he hasn't received any complaints regarding cannabis, noting that he has the

102 City's only craft cannabis commercial cultivation operation but hasn't had any complaints related to
103 cannabis and smell.

104
105 Sharon Wille Padnos said that she has spoken with Mr. Struthers about his ducks and the cannabis
106 smells and that she is not the only complainant. She said that she is not able to use her patio and porch
107 in the summer months due to the smell. She suggested that the Council conduct some canvassing of
108 other residents in the neighborhood about these issues.

109
110 Steven Wille Padnos said that Mr. Struthers has been growing cannabis for several years and has had
111 around 20-30 plants this past summer and has 14-15 ducks. He said that the duck and cannabis smells
112 are overwhelming at some points in the year. He spoke about concerns with water runoff pooling around
113 the yards.

114
115 Councilor Brown said that given the staffing vacancy for a Community Development Director, he would
116 not be in support of prioritizing these issues for ordinance modifications currently.

117
118 d. *Discussion and consideration of Tree Farm Management
119 See item #8a.

120
121 e. **Discussion and consideration of Contracts that are Exempt from Public Records Laws
122 See item #8a.

123
124 f. ***Discussion and consideration of Contracts that are Exempt from Public Records Laws
125 See item #8a.

126
127 g. Chittenden County Regional Planning Commission Presentation
128 Charlie Baker, Executive Director of the Chittenden County Regional Planning Commission (CCRPC),
129 spoke briefly about the CCRPC's annual report. He spoke about some of the projects the CCRPC has
130 engaged in with the Junction over the last year (including the amendment of the Junction's bylaws),
131 what projects are being worked on during the current year, and the activities that the CCRPC has
132 conducted with other communities in the region.

133
134 Councilor Brown thanked Mr. Baker for the collaborative relationship between the Junction and CCRPC.
135 He said that it may be beneficial to engage with CCRPC on the topic of equity in the near future and
136 leverage any work that has already been done by CCRPC in this area.

137
138 6. **CONSENT AGENDA**

- 139 a. Check warrants: #17326 (10/26/2022); #17327 (10/28/2022); #17328 (11/04/2022)
140 b. Approve Minutes: October 26, 2022

141
142 **RAJ CHAWLA made a motion, seconded by GEORGE TYLER, to approve the consent agenda.**
143 **The motion passed 5-0.**

144
145 7. **READING FILE**

- 146 a. Board Member comments: Councilor Brown thanked everyone who volunteered at the polls
147 yesterday. Councilor Tyler thanked staff for the pavement analysis map and would like to discuss it
148 further in the context of the budget.
149 b. Pavement Analysis map and average rating
150 c. Pumpkin Palooza Update
151 d. Joint Housing Committee Minutes: October 19, 2022

152 e. Bike/Walk Advisory Committee Minutes: October 24, 2022

153
154 8. **EXECUTIVE SESSION:**

155 a. *An executive session may be needed to discuss negotiating or securing real estate purchase or
156 lease options

157
158 **ANDREW BROWN made a motion, and RAJ CHAWLA seconded, that premature general public**
159 **knowledge regarding contracts associated with the Tree Farm Recreation Facility would clearly**
160 **place the City at a substantial disadvantage because the Council risks disclosing its negotiation**
161 **strategy if it discusses the contract terms in public. He further moved that the City Council go**
162 **into executive session to discuss contracts under the provisions of Title 1, Section 313(a)(1) of**
163 **the Vermont Statutes and to negotiate or secure real estate purchase or lease options under Title**
164 **1, Section 313(a)(2) of the Vermont Statutes, and include Regina Mahony, Brad Luck, and Harlan**
165 **Smith. He further moved that the City Council make the specific finding that general public**
166 **knowledge of contracts would place the City at a substantial disadvantage. He further moved**
167 **that the City Council enter into executive session to discuss contracts, pursuant to 1 V.S.A. §**
168 **313(a)(1)(A), to include the City Council, City Manager, and Water Quality Superintendent. He**
169 **further moved that the City Council make the specific finding that general public knowledge of**
170 **contracts would place the City at a substantial disadvantage. He further moved that the City**
171 **Council enter into executive session to discuss contracts, pursuant to 1 V.S.A. § 313(a)(1)(A), to**
172 **include the City Council and City Manager. He further moved that the City Council enter into**
173 **executive session to discuss personnel issues pursuant to 1 V.S.A § 313 to include the City**
174 **Council and City Manager. The motion passed 5-0.**

175
176 **DAN KERIN made a motion, and GEORGE TYLER seconded to exit executive session. The**
177 **motion passed 5-0 at 9:11 P.M.**

178
179 **ANDREW BROWN made a motion, and GEORGE TYLER seconded, that the City Council**
180 **authorize the Municipal Manager to sign the agreement for the sale of wastewater treatment**
181 **capacity between the City of Essex Junction and the Town of Williston, and it is further**
182 **recommended that the revenue generated from the sale of this capacity go to the sanitation**
183 **capital fund. The motion passed 5-0.**

184
185 **ANDREW BROWN made a motion, and RAJ CHAWLA seconded, that the City Council approve**
186 **the Tree Farm Recreation Facility Lease and Management Agreement between the Town of**
187 **Essex, City of Essex Junction, and Tree Farm Management Group and authorize the City**
188 **Manager to execute these agreements in their final form. The motion passed 5-0.**

189
190 b. **An executive session may be needed to discuss contracts that are exempt from public records
191 laws
192 See above.

193
194 c. ***An executive session may be needed to discuss contracts that are exempt from public records
195 laws
196 See above.

197
198 d. An executive session may be needed to discuss personnel matters
199 See above.

200
201 9. **ADJOURN**

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RAJ CHAWLA made a motion, seconded by **DAN KERIN**, to adjourn the meeting. The motion passed 5-0 at 9:13 P.M.

Respectfully Submitted,
Amy Coonradt

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**CITY OF ESSEX JUNCTION
LIQUOR BOARD MEETING
DRAFT MINUTES OF MEETING
November 9, 2022**

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

ADMINISTRATION: Regina Mahony, City Manager;

OTHERS PRESENT: None.

1. **CALL TO ORDER**

Commissioner Brown called the meeting to order at 6:30 P.M.

2. **AGENDA ADDITIONS/CHANGES**

3. **APPROVE AGENDA**

4. **BUSINESS ITEMS**

a. Discussion and consideration of First Class Restaurant/Bar License for Namaste Garden

GEORGE TYLER made a motion, and RAJ CHAWLA seconded, to approve the First Class Restaurant/Bar License for Namaste Garden pending the outcome of the criminal background check and receipt of the application fee. VOTING: unanimous; motion carries.

5. **ADJOURN**

GEORGE TYLER made a motion, and RAJ CHAWLA seconded to adjourn the meeting. VOTING: unanimous; motion carries. The Liquor Board adjourned at 6:32 P.M.

Respectfully Submitted,

Amy Coonrad

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**CITY OF ESSEX JUNCTION
LOCAL CANNABIS CONTROL COMMISSION
DRAFT MINUTES OF MEETING
November 9, 2022**

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

ADMINISTRATION: Regina Mahony, City Manager.

OTHERS PRESENT: Adrian Lanza, Elise Martin.

1. **CALL TO ORDER**

Commissioner Brown called the meeting to order at 6:33 P.M.

2. **AGENDA ADDITIONS/CHANGES**

None.

3. **APPROVE AGENDA**

None needed as no agenda changes were proposed.

4. **BUSINESS ITEMS**

a. Discussion and consideration of Tier 1 Indoor Cultivation, VT L#S-000001517, for Passion Fruit Farms, LLC

City Manager Mahony said that this applicant received approval at the State level for their cannabis cultivation license from the state, pending local approval. She said that the Land Development Code (LDC) changes that the City Council adopted on October 14, 2022, only allows cultivation in the Planned Agricultural Zoning District, and the Applicant is in a Residential Zoning District. She said that thusly, they applied for a home occupation permit and that she denied it as the Acting Zoning Administrator. She said that they have submitted an appeal through the Development Review Board (DRB). She said that the Local Cannabis Control Commission would consider and approve the local license, but staff's view is that the Local Cannabis Control Commission does not have the authority to approve this license.

Elise Martin spoke on behalf of Adrian Lanza, the proprietor of the establishment seeking this permit, noting that she does not believe that the City's LDC complies with State statute, which says that cannabis-related businesses must be treated like other businesses. She said that the permit cannot be denied solely on the grounds of it being a cannabis establishment. Commissioner Brown replied that the LDC was developed in consultation with the City's attorney and comports with the law. Ms. Martin requested a written determination from the City's attorney. Commissioner Brown replied that they will consult with the City attorney regarding that request. Commissioner Tyler said that he would like to see a written resolution of this issue fairly soon since there is confusion around this portion of the LDC.

GEORGE TYLER made a motion, and DAN KERIN seconded, that the Essex Junction Local Cannabis Control Commission deny the Tier 1 Indoor Cultivation for Adrian Lanza, Passion Fruit Farms, LLC. VOTING: unanimous; motion carries.

5. **ADJOURN**

GEORGE TYLER made a motion, and RAJ CHAWLA seconded to adjourn the meeting. VOTING: unanimous; motion carries. The Local Cannabis Control Commission adjourned at 6:47 PM.

Respectfully Submitted,
Amy Coonradt



MEMORANDUM

TO: City of Essex Junction City Council
FROM: Chelsea Mandigo, Water Quality Superintendent
cc: Regina Mahony, Municipal Manager
DATE: December 14, 2022
SUBJECT: Better Roads FY'24 Grant Application for Athens Dr. Outfall Stabilization

Issue: To submit a grant application and accept grant agreement, if awarded, for a stormwater outfall stabilization project located on Athens Drive.

Discussion: The State issued the Municipal Roads General Permit (MRGP) in 2019 as part of our MS4 permit to significantly reduce stormwater related erosion from paved and unpaved municipal roads. It requires municipalities to create a plan to stabilize their road stormwater drainage system aiding the State in achieving the Lake Champlain Phosphorus TMDL. A road erosion inventory (REI) was conducted to assess the condition of all hydrologically connected road segments (300 ft road segments that have a catch basin discharge within 500 feet of a water of the State or wetland). We are supposed to prioritize upgrading road segments that fall in the "does not meet" standards category meaning there are signs of significant gully erosion at the stormwater outfall.

The Chittenden County Regional Planning Commission (CCRPC) receives money from the State to aid municipalities in MRGP compliance through engineering support, inventory data management and field investigations. The City was selected this round to receive free engineering support in developing a stabilization project for one of our outfalls in the does not meet standards category. The outlet chosen is located at the end of Athens Drive and discharges into an unnamed tributary of Indian Brook.

The concept engineering drawings and cost estimate developed was used to draft a grant application for the Vermont Agency of Transportation Better Roads SFY'24 grant program.

Costs: The project is estimated to cost \$16,000. The grant requires a 20% match (\$3,200). Match funding for this project will come from the City's Stormwater grant match account.

Recommendation: It is recommended that the City Council authorize staff to submit the grant application and authorize the City Manager to sign the grant agreement for this outfall stabilization project if awarded.

Athens Drive MRGP Improvements

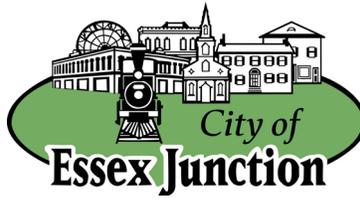
12/7/2022

Essex Junction, VT

Opinion of Probable Costs



<i>Vtrans Code</i>	<i>Item</i>	<i>Description</i>	<i>Amount</i>	<i>Unit</i>	<i>Amount</i>	<i>Unit</i>	<i>Total</i>
	NA Mobilization/Demobilization		1.00	LS	\$ 2,000.00	\$/LS	\$ 2,000
653.2	Rolled erosion control product	Temporary erosion control	25.00	SY	\$ 1.66	\$/SY	\$ 42
653.475	Silt fence	Temporary erosion control	40.00	LF	\$ 4.10	\$/LF	\$ 164
203.15	Common Excavation & Grading	Site excavation & grading	47.20	CY	\$ 12.35	\$/CY	\$ 583
201.15	Removing Medium Trees	Site excavation	6.00	EA	\$ 577.31	\$/EA	\$ 3,464
301.25	Subbase of crushed gravel, coarse graded	Gully restoration	8.80	CY	\$ 40.21	\$/CY	\$ 354
301.26	Subbase of crushed gravel, fine graded	Gully restoration	8.80	CY	\$ 38.36	\$/CY	\$ 338
613.1	Stone Fill (type I)	Gully restoration	17.60	CY	\$ 52.30	\$/CY	\$ 920
651.15	Seed	Gully restoration	5.00	LB	\$ 8.73	\$/LB	\$ 44
	NA 12' 2x8 PT Lumber	Foot bridge	3.00	EA	\$ 17.88	\$/EA	\$ 54
Subtotal Construction Cost:							\$ 7,961.47
Final Design & Stake-out							\$6,000
COVID Contingency (25%)							\$1,990
Total (rounded to the next highest \$1,000) =							\$16,000



MEMORANDUM

TO: City of Essex Junction City Council
FROM: Chelsea Mandigo, Water Quality Superintendent
Ricky Jones, Public Work Superintendent
cc: Regina Mahony, Municipal Manager
Jess Morris, Finance Director
Jeffrey Kershner PE, Hamlin Engineering
DATE: December 7, 2022
SUBJECT: Brickyard Rd Culvert Crossing Replacement Project Award of Contract

Issue: To award a construction contract and inspection services contract for the replacement of Brickyard rd culvert crossing.

Discussion: The Brickyard Rd culvert replacement project was ranked to the top of the Capital Plan due to significant signs of end of life to the Indian Brook culvert crossing. The project was put out for bid for construction with four companies responding.

The concrete culvert (just like Densmore #1 installed 2021, Densmore #2 installed 2022) will be installed around June 2023 with project completion Fall 2023. Some site work will occur in the winter 2023 including tree removal and utility relocation. The waterline will also be relocated as part of this project. Hoyle Tanner Associates (HTA) served as design engineers for the culvert and Hamlin Engineers designed the waterline relocation. Hamlin Engineers will serve as construction inspection engineers during the project.

Costs: The lowest bid was submitted by Engineers Construction, Inc. at \$897,798. A Notice of Low Bid summary and bid tabulation is attached with the support of the design engineers to award to the lowest bidder.

There is \$1,080,000 allocated to this project from the Capital Fund. A VTRANS structures grant was received for this project to cover the engineering costs. The award was \$110,430 with a 10% match requirement.

The Finance Director confirmed there are sufficient funds in the City Capital Fund to cover the project costs.

Recommendation: It is recommended that the City Council authorize staff to award the Brickyard Road culvert replacement project to the lowest bidder, Engineers construction, Inc. and the construction inspection services contract to Hamlin Engineers.

November 29, 2022

Ms. Chelsea Mandigo
Water Quality Superintendent
Village of Essex Junction
2 Lincoln Street
Essex Junction, VT 05452
chelsea@essexjunction.org

Re: Construction Bid Results
Brickyard Road Culvert Replacement
City of Essex Junction, VT
Hoyle, Tanner Project No. 21.927904.00

Dear Chelsea:

Bids were received for the above referenced project on Friday, November 18, 2022 at 2:00 pm, and were publicly read via a video conference call. Four bid proposals were received; a tabulation of these bids and our bid analysis is enclosed for your review. The purpose of this letter is to summarize the bid results and to make a recommendation of award.

The following is a summary of the bids received:

Engineers Estimate Hoyle, Tanner & Associates Inc.	<u>Total Bid:</u>	\$915,550.00
Engineers Construction, Inc.	<u>Total Bid:</u>	\$897,798.00
SD Ireland Brothers & Concrete Corporations	<u>Total Bid:</u>	\$975,918.50
J Hutchins, In. VT	<u>Total Bid:</u>	\$1,112,481.00
Dirt Tech	<u>Total Bid:</u>	\$1,375,061.14

All bids received were responsive and contained the required bid bonds in the amount of 5% of the bid price. Engineers Construction, Inc. is the low bidder with a total base bid of \$897,798.00 The low bid price is \$17,752.00 lower than the Engineer's Estimate, or 1.9% lower.

There are several items with unit prices that deviate from the Engineer's Estimate by more than 50%. All these items were evaluated for reasonableness and unbalancing and are shown on our enclosed bid analysis tabulation. There does not appear to be any evidence of unbalanced unit prices that will give the low bidder an unfair advantage, nor disadvantage to the Owner.

After reviewing and analyzing the bids received and local experience and capabilities of Engineers Construction, Inc., we recommend award of the project to Engineers Construction, Inc.

Should you have any questions or require further information please do not hesitate to contact the undersigned at (802) 489-7360 or ncenterbar@hoyletanner.com.

Very truly yours,
Hoyle, Tanner & Associates, Inc.



Nicole Centerbar, PE
Staff Engineer

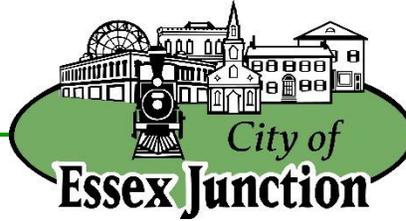
Enclosures



21.927904.00 - Brickyard Road Culvert Replacement
City of Essex Junction
Hoyle, Tanner & Associates, Inc.
11/18/2022 02:00 PM EST - Bid Opening: Microsoft Teams Meeting

BID CANVAS													
Item No.	Item Description	UofM	Quantity	Engineer Estimate		Engineers Construction, Inc.		S D Ireland Brothers & Concrete Corporations		J Hutchins, Inc. VT		Dirt Tech	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
201.1	CLEARING AND GRUBBING, INCLUDING INDIVIDUAL TREES AND STUMPS	LS	1	\$15,000.00	\$15,000.00	\$5,000.00	\$5,000.00	\$15,000.00	\$15,000.00	\$18,500.00	\$18,500.00	\$51,440.00	\$51,440.00
203.15	COMMON EXCAVATION	CY	600	\$20.00	\$12,000.00	\$21.00	\$12,600.00	\$27.50	\$16,500.00	\$47.00	\$28,200.00	\$31.00	\$18,600.00
203.27	UNCLASSIFIED CHANNEL EXCAVATION	CY	100	\$40.00	\$4,000.00	\$37.00	\$3,700.00	\$80.00	\$8,000.00	\$45.00	\$4,500.00	\$28.00	\$2,800.00
203.3	EARTH BORROW	CY	55	\$25.00	\$1,375.00	\$5.00	\$275.00	\$35.00	\$1,925.00	\$23.00	\$1,265.00	\$24.00	\$1,320.00
204.25	STRUCTURE EXCAVATION	CY	1050	\$25.00	\$26,250.00	\$30.00	\$31,500.00	\$50.00	\$52,500.00	\$27.00	\$28,350.00	\$42.00	\$44,100.00
204.3	GRANULAR BACKFILL FOR STRUCTURES	CY	275	\$50.00	\$13,750.00	\$85.00	\$23,375.00	\$75.00	\$20,625.00	\$79.00	\$21,725.00	\$57.00	\$15,675.00
210.1	COARSE-MILLING, BITUMINOUS PAVEMENT	SY	190	\$25.00	\$4,750.00	\$20.00	\$3,800.00	\$50.00	\$9,500.00	\$36.00	\$6,840.00	\$18.00	\$3,420.00
301.15	SUBBASE OF GRAVEL	CY	220	\$45.00	\$9,900.00	\$45.00	\$9,900.00	\$47.50	\$10,450.00	\$64.00	\$14,080.00	\$65.00	\$14,300.00
301.25	SUBBASE OF CRUSHED GRAVEL, COARSE GRADED	CY	265	\$40.00	\$10,600.00	\$45.00	\$11,925.00	\$47.50	\$12,587.50	\$94.00	\$24,910.00	\$70.00	\$18,550.00
404.65	EMULSIFIED ASPHALT	CWT	5	\$75.00	\$375.00	\$50.00	\$250.00	\$100.00	\$500.00	\$40.00	\$200.00	\$48.00	\$240.00
406.35	SUPERPAVE BITUMINOUS CONCRETE PAVEMENT	TON	215	\$140.00	\$30,100.00	\$156.00	\$33,540.00	\$125.00	\$26,875.00	\$161.00	\$34,615.00	\$152.00	\$32,680.00
514.1	WATER REPELLENT, SILANE	GAL	5	\$100.00	\$500.00	\$5.00	\$25.00	\$125.00	\$625.00	\$122.00	\$610.00	\$155.00	\$775.00
519.2	SHEET MEMBRANE WATERPROOFING, TORCH APPLIED	SY	210	\$45.00	\$9,450.00	\$53.00	\$11,130.00	\$55.00	\$11,550.00	\$47.40	\$9,954.00	\$56.88	\$11,944.80
540.1	PRECAST CONCRETE STRUCTURE	LS	1	\$310,000.00	\$310,000.00	\$385,750.00	\$385,750.00	\$320,000.00	\$320,000.00	\$363,000.00	\$363,000.00	\$368,193.10	\$368,193.10
601.0915	18" CPEP	LF	71	\$80.00	\$5,680.00	\$95.00	\$6,745.00	\$116.00	\$8,236.00	\$116.00	\$8,236.00	\$100.00	\$7,100.00
601.7015	18" CPEPES	EACH	1	\$500.00	\$500.00	\$730.00	\$730.00	\$550.00	\$550.00	\$450.00	\$450.00	\$570.00	\$570.00
604.2	PRECAST REINFORCED CONCRETE CATCH BASIN WITH CAST IRON GRATE	EACH	2	\$5,000.00	\$10,000.00	\$6,720.00	\$13,440.00	\$4,750.00	\$9,500.00	\$5,200.00	\$10,400.00	\$6,949.00	\$13,898.00
613.06	E-STONE, TYPE I	CY	250	\$60.00	\$15,000.00	\$63.00	\$15,750.00	\$60.00	\$15,000.00	\$72.00	\$18,000.00	\$106.00	\$26,500.00
616.28	CAST-IN-PLACE CONCRETE CURB, TYPE B	LF	420	\$35.00	\$14,700.00	\$36.00	\$15,120.00	\$40.00	\$16,800.00	\$39.00	\$16,380.00	\$26.40	\$11,088.00
616.41	REMOVAL OF EXISTING CURB	LF	420	\$10.00	\$4,200.00	\$7.90	\$3,318.00	\$10.00	\$4,200.00	\$2.00	\$840.00	\$14.00	\$5,880.00
618.1	PORTLAND CEMENT CONCRETE SIDEWALK, 5 INCH	SY	140	\$150.00	\$21,000.00	\$93.00	\$13,020.00	\$110.00	\$15,400.00	\$87.00	\$12,180.00	\$126.30	\$17,682.00
635.11	MOBILIZATION/DEMOBILIZATION	LS	1	\$70,000.00	\$70,000.00	\$30,345.00	\$30,345.00	\$70,000.00	\$70,000.00	\$117,000.00	\$117,000.00	\$281,104.23	\$281,104.23
641.11	TRAFFIC CONTROL, ALL-INCLUSIVE	LS	1	\$15,000.00	\$15,000.00	\$25,482.00	\$25,482.00	\$22,000.00	\$22,000.00	\$44,000.00	\$44,000.00	\$37,081.00	\$37,081.00
649.11	GEOTEXTILE FOR ROADBED SEPARATOR	SY	820	\$2.00	\$1,640.00	\$2.25	\$1,845.00	\$1.75	\$1,435.00	\$2.00	\$1,640.00	\$2.50	\$2,050.00
649.31	GEOTEXTILE UNDER STONE FILL	SY	175	\$5.00	\$875.00	\$2.00	\$350.00	\$4.00	\$700.00	\$7.00	\$1,225.00	\$6.78	\$1,186.50
651.15	SEED	LB	15	\$10.00	\$150.00	\$25.00	\$375.00	\$12.00	\$180.00	\$53.00	\$795.00	\$17.50	\$262.50
651.18	FERTILIZER	LB	80	\$5.00	\$400.00	\$3.00	\$240.00	\$6.00	\$480.00	\$12.00	\$960.00	\$9.50	\$760.00
651.35	TOPSOIL	CY	90	\$75.00	\$6,750.00	\$90.00	\$8,100.00	\$50.00	\$4,500.00	\$148.00	\$13,320.00	\$64.00	\$5,760.00
675.5	REMOVING SIGNS	EACH	2	\$15.00	\$30.00	\$42.00	\$84.00	\$50.00	\$100.00	\$118.00	\$236.00	\$24.00	\$48.00
675.6	RESETTING SIGNS	EACH	2	\$40.00	\$80.00	\$71.00	\$142.00	\$100.00	\$200.00	\$135.00	\$270.00	\$148.00	\$296.00
900.645 EC	SPECIAL PROVISION (EROSION CONTROL)	LS	1	\$10,000.00	\$10,000.00	\$4,800.00	\$4,800.00	\$15,000.00	\$15,000.00	\$6,800.00	\$6,800.00	\$8,775.71	\$8,775.71
900.645 ES	SPECIAL PROVISION (ELECTRICAL SLEEVE)	LS	1	\$5,000.00	\$5,000.00	\$4,500.00	\$4,500.00	\$5,250.00	\$5,250.00	\$4,000.00	\$4,000.00	\$5,040.00	\$5,040.00
900.645 SS	SPECIAL PROVISION (SANITARY SEWER)	LS	1	\$25,000.00	\$25,000.00	\$13,925.00	\$13,925.00	\$10,750.00	\$10,750.00	\$15,000.00	\$15,000.00	\$16,870.50	\$16,870.50
900.645 WD	SPECIAL PROVISION (TEMPORARY WATER DIVERSION)	LS	1	\$60,000.00	\$60,000.00	\$44,005.00	\$44,005.00	\$55,000.00	\$55,000.00	\$69,000.00	\$69,000.00	\$138,606.00	\$138,606.00
900.645 WM	SPECIAL PROVISION (8" WATER MAIN)	LS	1	\$131,495.00	\$131,495.00	\$98,915.00	\$98,915.00	\$129,000.00	\$129,000.00	\$117,000.00	\$117,000.00	\$133,038.00	\$133,038.00
900.645 WW	SPECIAL PROVISION (CONCRETE FACED RETAINING WALL SYSTEM)	LS	1	\$70,000.00	\$70,000.00	\$63,797.00	\$63,797.00	\$85,000.00	\$85,000.00	\$98,000.00	\$98,000.00	\$77,426.80	\$77,426.80
TOTAL BID:					\$915,550.00		\$897,798.00		\$975,918.50		\$1,112,481.00		\$1,375,061.14

BID ANALYSIS										
Item No.	Item Description	UofM	Quantity	Engineer Estimate		LOW BID Engineers Construction, Inc.		LOW BID ITEM AMOUNT DIFFERENCE	% OF ENGINEERS ESTIMATE	COMMENTS
				Unit Price	Extension	Unit Price	Extension			
201.1	CLEARING AND GRUBBING, INCLUDING INDIVIDUAL TREES AND STUMPS	LS	1	\$15,000.00	\$15,000.00	\$5,000.00	\$5,000.00	\$10,000.00	66.7%	Low cost likely associated with small project area. The difference in unit price versus the estimate appears to present neither advantage to the Bidder nor disadvantage to the Owner.
203.15	COMMON EXCAVATION	CY	600	\$20.00	\$12,000.00	\$21.00	\$12,600.00	(\$600.00)	-5.0%	
203.27	UNCLASSIFIED CHANNEL EXCAVATION	CY	100	\$40.00	\$4,000.00	\$37.00	\$3,700.00	\$300.00	7.5%	
203.3	EARTH BORROW	CY	55	\$25.00	\$1,375.00	\$5.00	\$275.00	\$1,100.00	80.0%	This is small quantity and low contractor bid value (likely associated with potential re-use of native soils for earth borrow). No concern.
204.25	STRUCTURE EXCAVATION	CY	1050	\$25.00	\$26,250.00	\$30.00	\$31,500.00	(\$5,250.00)	-20.0%	
204.3	GRANULAR BACKFILL FOR STRUCTURES	CY	275	\$50.00	\$13,750.00	\$85.00	\$23,375.00	(\$9,625.00)	-70.0%	This is a relatively high unit cost but this is a controlled item with backfill limits. The notes on the plans require the Contractor to place more fill when overexcavation occurs incidental to this pay item/qty. It is recommended that the Resident Engineer monitor the quantity used and projected for use during construction and notify the City if it is expected to exceed the estimated value.
210.1	COARSE-MILLING, BITUMINOUS PAVEMENT	SY	190	\$25.00	\$4,750.00	\$20.00	\$3,800.00	\$950.00	20.0%	
301.15	SUBBASE OF GRAVEL	CY	220	\$45.00	\$9,900.00	\$45.00	\$9,900.00	\$0.00	0.0%	
301.25	SUBBASE OF CRUSHED GRAVEL, COARSE GRADED	CY	265	\$40.00	\$10,600.00	\$45.00	\$11,925.00	(\$1,325.00)	-12.5%	
404.65	EMULSIFIED ASPHALT	CWT	5	\$75.00	\$375.00	\$50.00	\$250.00	\$125.00	33.3%	
406.35	SUPERPAVE BITUMINOUS CONCRETE PAVEMENT	TON	215	\$140.00	\$30,100.00	\$156.00	\$33,540.00	(\$3,440.00)	-11.4%	
514.1	WATER REPELLENT, SILANE	GAL	5	\$100.00	\$500.00	\$5.00	\$25.00	\$475.00	95.0%	Very low bid price compared to historical averages, but this is a small item that is easy to control.
519.2	SHEET MEMBRANE WATERPROOFING, TORCH APPLIED	SY	210	\$45.00	\$9,450.00	\$53.00	\$11,130.00	(\$1,680.00)	-17.8%	
540.1	PRECAST CONCRETE STRUCTURE	LS	1	\$310,000.00	\$310,000.00	\$385,750.00	\$385,750.00	(\$75,750.00)	-24.4%	Lump sum item, no concern.
601.0915	18" CPEP	LF	71	\$80.00	\$5,680.00	\$95.00	\$6,745.00	(\$1,065.00)	-18.8%	
601.7015	18" CPEPES	EACH	1	\$500.00	\$500.00	\$730.00	\$730.00	(\$230.00)	-46.0%	
604.2	PRECAST REINFORCED CONCRETE CATCH BASIN WITH CAST IRON GRATE	EACH	2	\$5,000.00	\$10,000.00	\$6,720.00	\$13,440.00	(\$3,440.00)	-34.4%	
613.06	E-STONE, TYPE I	CY	250	\$60.00	\$15,000.00	\$63.00	\$15,750.00	(\$750.00)	-5.0%	
616.28	CAST-IN-PLACE CONCRETE CURB, TYPE B	LF	420	\$35.00	\$14,700.00	\$36.00	\$15,120.00	(\$420.00)	-2.9%	
616.41	REMOVAL OF EXISTING CURB	LF	420	\$10.00	\$4,200.00	\$7.90	\$3,318.00	\$882.00	21.0%	
618.1	PORTLAND CEMENT CONCRETE SIDEWALK, 5 INCH	SY	140	\$150.00	\$21,000.00	\$93.00	\$13,020.00	\$7,980.00	38.0%	
635.11	MOBILIZATION/DEMOLITION	LS	1	\$70,000.00	\$70,000.00	\$30,345.00	\$30,345.00	\$39,655.00	56.7%	Lump sum item, no concern.
641.11	TRAFFIC CONTROL, ALL-INCLUSIVE	LS	1	\$15,000.00	\$15,000.00	\$25,482.00	\$25,482.00	(\$10,482.00)	-69.9%	Lump sum item, no concern.
649.11	GEOTEXTILE FOR ROADBED SEPARATOR	SY	820	\$2.00	\$1,640.00	\$2.25	\$1,845.00	(\$205.00)	-12.5%	
649.31	GEOTEXTILE UNDER STONE FILL	SY	175	\$5.00	\$875.00	\$2.00	\$350.00	\$525.00	60.0%	The difference in unit price versus the estimate appears to present neither advantage to the Bidder nor disadvantage to the Owner.
651.15	SEED	LB	15	\$10.00	\$150.00	\$25.00	\$375.00	(\$225.00)	-150.0%	Low cost item. The difference in unit price versus the estimate appears to present neither advantage to the Bidder nor disadvantage to the Owner.
651.18	FERTILIZER	LB	80	\$5.00	\$400.00	\$3.00	\$240.00	\$160.00	40.0%	
651.35	TOPSOIL	CY	90	\$75.00	\$6,750.00	\$90.00	\$8,100.00	(\$1,350.00)	-20.0%	
675.5	REMOVING SIGNS	EACH	2	\$15.00	\$30.00	\$42.00	\$84.00	(\$54.00)	-180.0%	Controlled "EACH" item. The difference in unit price versus the estimate appears to present neither advantage to the Bidder nor disadvantage to the Owner.
675.6	RESETTING SIGNS	EACH	2	\$40.00	\$80.00	\$71.00	\$142.00	(\$62.00)	-77.5%	Controlled "EACH" item. The difference in unit price versus the estimate appears to present neither advantage to the Bidder nor disadvantage to the Owner.
900.645 EC	SPECIAL PROVISION (EROSION CONTROL)	LS	1	\$10,000.00	\$10,000.00	\$4,800.00	\$4,800.00	\$5,200.00	52.0%	Lump sum item, no concern.
900.645 ES	SPECIAL PROVISION (ELECTRICAL SLEEVE)	LS	1	\$5,000.00	\$5,000.00	\$4,500.00	\$4,500.00	\$500.00	10.0%	
900.645 SS	SPECIAL PROVISION (SANITARY SEWER)	LS	1	\$25,000.00	\$25,000.00	\$13,925.00	\$13,925.00	\$11,075.00	44.3%	
900.645 WD	SPECIAL PROVISION (TEMPORARY WATER DIVERSION)	LS	1	\$60,000.00	\$60,000.00	\$44,005.00	\$44,005.00	\$15,995.00	26.7%	
900.645 WM	SPECIAL PROVISION (8" WATER MAIN)	LS	1	\$131,495.00	\$131,495.00	\$98,915.00	\$98,915.00	\$32,580.00	24.8%	
900.645 WW	SPECIAL PROVISION (CONCRETE FACED RETAINING WALL SYSTEM)	LS	1	\$70,000.00	\$70,000.00	\$63,797.00	\$63,797.00	\$6,203.00	8.9%	
TOTAL BID:					\$915,550.00		\$897,798.00			



MEMORANDUM

TO: City Council; Regina Mahony, City Manager
FROM: Jess Morris, Finance Director
DATE: December 7, 2022
SUBJECT: Letter of Intent to Cancel Shared Bank Account Agreement

Issue

To provide notice to the Town of intent to cancel the MOU between the Town of Essex and City of Essex Junction Re: Shared Bank Account.

Discussion

Per the existing MOU, either party is required to give a 90 day notice of intent to cancel the agreement.

The new City bank accounts have been created, and Dan Roy (Town Finance Director) and I are currently working on a process to physically separate the cash and future transactions beginning 1/1/23 when accounts payable and cash receipts are separated. We will also determine a process to regularly monitor and transfer cash for tax payments and other miscellaneous cash receipts for the remainder of the fiscal year.

Cost

There is no cost.

Recommendation

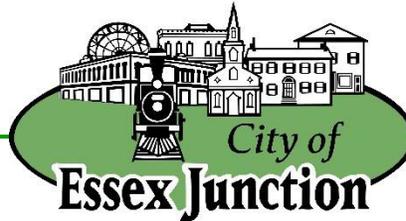
Staff recommends that the City Council President be authorized to sign the attached letter notifying the Town of the intent to cancel the Memorandum of Understanding between the Town of Essex and City of Essex Junction Re: Shared Bank Account.

Recommended Motion

n/a

Attachments

Intent to Cancel Letter
Bank MOA



December 14, 2022

Dear Town of Essex Selectboard,

Please accept this letter as notice of intent to cancel the following agreement:

- Memorandum of Understanding between Town of Essex and Village of Essex Junction Re: Shared Bank Account (July 2015)

Given the current process to separate finances, the City will be opening new and separate bank accounts.

As per the agreement, this cancellation is being presented with 90 days advance written notice, thus shall take effect by March 31, 2023.

Sincerely,

Andrew Brown
Essex Junction City Council President

**Memorandum of Understanding between Town of Essex and Village of Essex Junction
Re: Shared Bank Account**

This Memorandum of Agreement (Agreement) is entered into this 20th day of July 2015, by and between the Town of Essex ("Town") and the Village of Essex Junction ("Village") (each a "Party" and collectively the "Parties").

WITNESSETH:

WHEREAS, the Parties continue to work cooperatively on a shared services model to improve the delivery of governmental services for the mutual benefit of the residents of the Town and Village; and

WHEREAS, as part of these efforts, the Parties have created the position of Director of Administrative Services for the day-to-day oversight and supervision of the delivery of central office administrative functions for the Town and Village; and

WHEREAS, the Town and Village computer systems will be combined, and payroll and accounts payable functions are being consolidated, thereby strengthening the overall finance team in the Town and Village; and

WHEREAS, the Parties have determined that the creation of a shared bank account will create efficiencies in the delivery of financial services for both entities;

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the Parties hereto agree as follows:

1. Commencing July 1, 2015, the Town and Village will deposit their respective cash balances into a new bank account under the name "Town of Essex/Village of Essex Junction" for the purposes of collection, management and preservation of their cash resources.

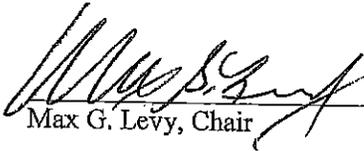
2. The Town's Federal Tax identification number will be the sole identification number listed on the new shared bank account.
3. The Treasurer of the Village will be the primary signatory on the new shared bank account. The Town Treasurer shall also be a named signatory on the account.
4. All deposits in the new shared bank account not insured by the FDIC will be collateralized by the Town and Village in proportion to their respective total cash contributions to this account.
5. The amounts deposited into the new shared bank account by each Party will be accounted for and kept separate by identifying a separate set of accounts in the Town's NEMRC accounting system for each entity. The separate amounts will be reconciled on a monthly basis and annually audited by an independent auditor.
6. In the event a judgment is entered against either the Town or the Village as a result of a lawsuit against one of them, the cash resources of the other Party in the shared bank account shall not be available to satisfy such judgment, and the Party incurring such judgment shall defend, indemnify and hold harmless the other Party against any such judgment.
7. This Agreement may be terminated by either Party upon ninety (90) days advance written notice to the other Party. Upon termination, each Party's respective share of the total amounts then in the shared bank account shall be paid to that Party.
8. This Agreement may be modified only by a written amendment signed by the Parties. If any provision of this Agreement shall be found to be invalid, inoperative or unenforceable in law or equity, such finding shall not affect the validity of any other provisions of this Agreement, which shall be construed, reformed and enforced to effect

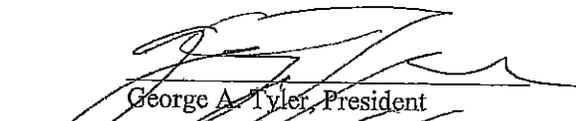
the purposes of this Agreement to the fullest extent permitted by law. This Agreement shall be governed by and construed under the law of the State of Vermont, without application of principles of conflicts of laws, and constitutes the entire agreement of the Parties with respect to the subject matter hereof, superseding all prior oral and written communications, proposals, negotiations, representations, understandings, courses of dealing, agreements, contracts, and the like between the Parties in such respect.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written.

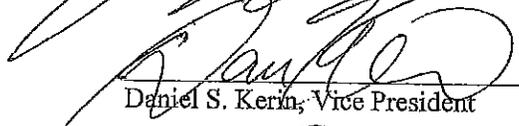
For the Town of Essex Selectboard

For the Village of Essex Junction Board of Trustees


Max G. Levy, Chair

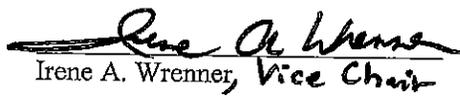

George A. Tyler, President

Brad M. Luck, Vice Chair

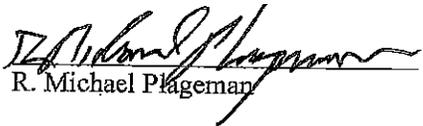

Daniel S. Kerin, Vice President

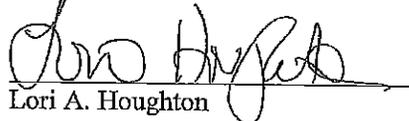

Andrew J. Watts, Clerk


Andrew Brown


Irene A. Wrenner, Vice Chair


Elaine Sopchak


R. Michael Plageman


Lori A. Houghton



COMMUNITY CONNECTION

Essex Community Justice Center's
Periodic E-Fanzine*

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Please email mbourque@essex.org if you would like to submit content to be featured in the following edition!

ECJC Director Update

Hello ECJC volunteers and community partners!!

It is hard to believe that it is November already! Things have been very busy at the Essex Community Justice Center!

As we approach this season of Giving Thanks we want to express our deepest appreciation and gratitude to all of our amazing volunteers at the Essex CJC. You are a wonderful community helping to create a world in which every human life is valued. Thank you for sharing yourselves, your skills and knowledge to help improve lives and build communities that are safe, expansive and resilient, and where the response to conflict and crime is restorative and healing, and reduces further harms. The amount of service provided by the Essex CJC in FY22 was remarkable and certainly highlight the robust programs our communities can offer through a strong network of volunteers. During FY22 1,077 volunteer hours resulted in: 186 restorative justice panels, 154 of which were referred in FY22, and 8 Circles of Support and Accountability (CoSAs). We are wishing you all the happiness of good friends, the joy of family, and the wonder of the holiday season in the months ahead.

E-fanzine [fan-zeen]

noun - a magazine, usually produced by amateurs, for fans of a particular group (in this case, OUR VOLUNTEERS!)

Please enjoy the rest of the e-fanzine: there's lots of wonderful content submitted by folks this month!

Essex Panels

An update from our Restorative Justice Specialist

Susanna Weller



Essex in FY22

In FY 22 (July 1, 2021 - June 30, 2023) the number of cases referred by the Essex PD continued an upward trend. We received one more case in FY 2022 than we did in FY 2021. The percentage of those cases that were States Attorney kick-backs was down compared to FY21. The type of case where referrals have increased the most was excessive speed. In fact, 20 of our 51 new referrals were traffic offenses (DLS, Excessive Speed, Negligent Operation, Operation without Owners Consent and Reckless Endangerment). There were fewer cases of petit larceny, retail theft, simple assault and unlawful mischief were referred to the CJC. In FY22 89% of responsible parties who started a restorative justice panel process the successfully completed their work. This is down from 94% in FY 21. Of 50 cases that closed in FY 2022, 15 (30%) of the cases were returned. This is an increase from last year. In six cases of those cases the responsible party chose not to participate prior to the initial panel meeting.

We also received referrals from other sources for incidents that took place in Essex, Essex Junction, Jericho and Underhill. 3 of those referrals were from the VT State Police, one was a school referral, and two from Burlington Probation and Parole, and one from the local Diversion program.

Most of the responsible parties referred in this period provided race and ethnicity information. The majority of responsible parties (69%) define themselves as white. For comparison, the populations of both Essex and Essex Junction are over 80% white. The average age of responsible parties went up slightly to 29.

The number of affected parties who participated in a restorative justice panel went up this year. The amount of restitution collected for victims also increased.

Essex in First Quarter FY23

In the first quarter of FY 23 (July - September 30) we have received 13 new case referrals where the incident took place in Essex Town, Essex Junction, Jericho or Underhill. Of those 13, 9 of the incidents took place in Essex Town. All of the cases referred were pre-trial, and most were referred to the CJC directly from Essex Police Department officers. The people referred as responsible parties range in age from 12 - 59. Seven of the incidents were property crimes, such as retail theft, larceny and vandalism. Four incidents were assaults or threats. One was driving related, and we received one case of drug possession. The majority of the responsible parties referred are white / Caucasian.

Of the 13 cases, 11 had listed Affected Parties. We did outreach to all listed affected parties, and a few have chosen to participate in panels.

One of the questions we grappled with this quarter is how to handle cases where there are multiple responsible parties in a single incident. One option is to see each responsible party in a separate panel meeting. The positive of this approach is that we get more time to work with each person and thoroughly explore the impact on all affected parties. The restorative justice panel agreements will be more individualized. However, each responsible party may tell a different story in an effort to minimize their own need to take accountability for their actions. And if an affected party wants to participate, they will need to attend more than one initial panel meeting. If we see all of the responsible parties in one panel meeting, they correct each-others stories and thus provide mutual accountability. When the responsible parties are youth, the parents / guardians often get a better understanding of the incident. The affected party gets to hear from everyone and attend only one meeting. One of the cons of seeing everyone together is that it is difficult to dedicate the needed time to connect with each responsible party. It can also be challenging to keep track of and address the dynamics in a larger group.

Colchester & Milton Panels

An update from our Restorative Justice Specialist

Michelle Teegarden



Colchester Update

Between April of 2022 and mid-October of 2022, we received 23 new Colchester-based cases, all of which were referred directly from law enforcement or from the State Attorney's Office prior to entering the court system. Since April we have not received any Restorative Probation cases referred from Probation and Parole. The cases varied and included crimes such as Petit Larceny, Unlawful Mischief, Possession of Marijuana, Simple Assault, Vandalism, Weapons Violation, Leaving the Scene of an Accident, and Retail Theft. The age of responsible parties ranged from 11 to 60 years old. Outreach to affected parties is always a priority for the CJC but victims do not always wish to respond or participate in the Restorative Justice process. Approximately 25% of the cases resulted in direct participation by affected parties in some form or another including attendance at RJ panels, submitting restitution needs, impact statements, and other requests. A small number of referrals did not participate or complete the panel process, but most responsible parties are either currently involved in restorative justice panels or have successfully completed the process. We have seen a slight uptick in school related referrals of youth (marijuana/vape pen possession and property damage) all of which have responded to our outreach and engaged in the RJ process with their parents/guardians.

Unlike many CJsCs across the state, we have resumed holding almost all our panels in person at the Colchester Police Department and the CJC since late March, with some exceptions when accommodations for Zoom meetings are warranted. It has been wonderful being together again with our volunteers, and fingers crossed that we can continue to do so as we enter the winter season. The Essex CJC recently facilitated Restorative Justice Panel training with a delightful group of people of all ages from a variety of backgrounds and we're excited to welcome new volunteers to the ECJC team.

Milton Update

Between April of 2022 and mid-October of 2022, we received 15 new Milton-based cases, all of which were referred directly from law enforcement or from the State Attorney's Office prior to entering the court system. Since April we have not received any Restorative Probation cases referred from Probation and Parole. The most frequently referred crimes included Excessive Speeding followed by Trespassing/Attempted Larceny, and Unlawful Mischief, and one each of Retail Theft and Simple Assault. The age of responsible parties in Milton ranged from 13 to 40 years old. Five affected parties from the 15 Milton cases responded to our outreach but the smaller number reflects the high frequency of Excessive Speeding cases that do not involve victims. Most of the responsible parties whose victims did respond and/or participate resulted in successful completions.

Once we resumed conducting panels in person last March, we sought out an alternate gathering space in Milton. The Cornerstone Community Church graciously offered their large community room for our fourth Monday of the month panels. Many thanks to them for supporting our efforts! The Restorative Justice Panel training we just completed has yielded a few new Milton volunteers, so we're looking forward to welcoming a new face or two at our Milton panels

ECJC Update on Strengthening Racial Equity in Community Justice

From our Restorative Justice Specialist and Special Project Coordinator Karen Dolan

Overview

The Essex CJC continues a path to explore strategies to strengthen racial equity within our programs and in the community. With the reality that disparities exist in our criminal justice system, we are dedicated to actively attempting to remove barriers and creating programs that ensure success for all. Below are some of the recent efforts we are taking within our center and in the communities we serve:

Developing a Multilingual Liaison Program for Restorative Justice Panels

Our panels are seeing more diverse referrals and one strategy we are seeking to better meet the needs of panel participants is establishing a program to incorporate liaisons into the process. Multilingual and cultural liaisons create an important bridge between parties and allow for more meaningful discussion. We are currently meeting with Essex Westford School District's Multilingual Liaison Program, AALV and USCRI to gather input, develop training and identify potential liaisons. Our goal is to create a full program that incorporates training for both current volunteers and incoming liaisons in order to ensure everyone is on the same page for program goals. Additionally we are in

Voices for Inclusion in Essex and Westford (VIEW)

The ECJC was a founding partner of this group that is now a full nonprofit organization. ECJC staff member, Karen Dolan, continues to serve on the board and regularly shared updates to the CJC. To follow the work and upcoming events check out VIEW's website.

Re-starting ECJC Diversity, Equity & Inclusion Volunteer group

Susanna is in the works to relaunch the volunteer group on Diversity, Equity and Inclusion. In the past, this volunteer-led group, accessed space and staff support to bring volunteers together to discuss DEI topics, read related books or other related activities. This is a completely optional group and creates important space for volunteer connection and reflection.

Statewide Initiative to Increase Racial Justice, Equity and Inclusion in Vermont's Efforts to Promote Restorative Justice

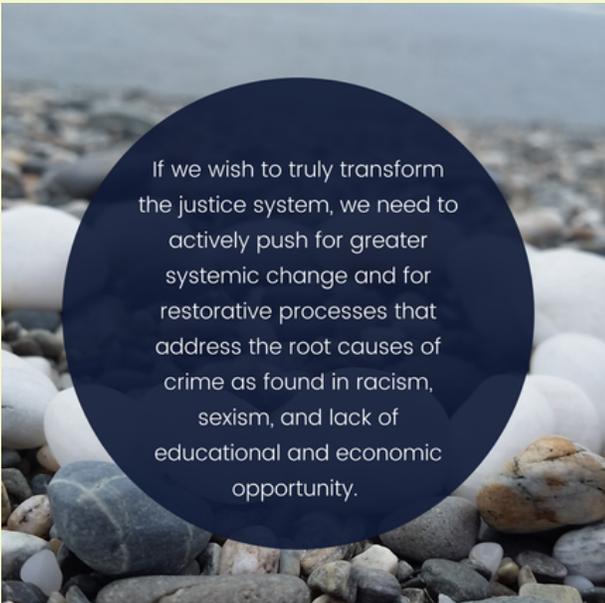
In the summer of 2022, the Directors of the Essex and Burlington CJsCs (Jill Evans and Rachel Jolly) and the Orange County Restorative Justice Center (Jessie Schmidt) applied for (on behalf of all RJ Programs in VT) and were awarded funds through Senator Leahy's efforts, to promote Racial Justice, Equity & Inclusion across all of Vermont's RJ Programs.

This 2 year, \$433,000 grant allows the 24 state funded restorative justice organizations (Community Justice Centers, Court Diversions and BARJ Programs for youth) to pursue the following project outcomes:

Develop, deliver, and institutionalize professional development trainings to address personal and institutional racism, implicit bias, trauma, gender equity, and general inclusivity.

Conduct a statewide data collection process to improve racial justice and inclusion outcomes, including a needs assessment, the creation of standard metrics and collection tools, and the selection of, and agency-onboarding to, a new, shared data-management system, and

Support agencies and state partners to review and update policies and procedures with the guidance of antiracism experts.



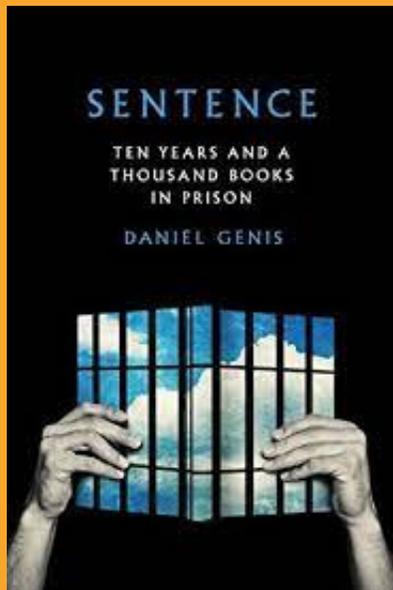
If we wish to truly transform the justice system, we need to actively push for greater systemic change and for restorative processes that address the root causes of crime as found in racism, sexism, and lack of educational and economic opportunity.

A Leadership Steering Committee is in the process of being formed that will include Jessie Schmidt, Jill Evans, Rachel Jolly and 3 additional RJ Program Directors to manage the initiative.

Reading Corner

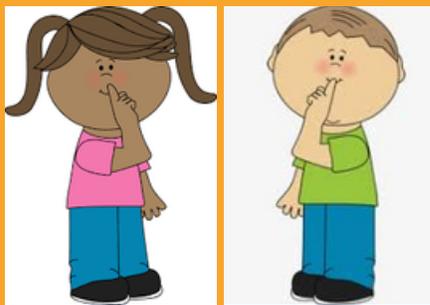
Book

Recommendation



Sentence: Ten Years and a Thousand Books in Prison is the detailed experience of prison as told by its author, Daniel Genis. Genis was incarcerated in the early 2000s for a handful of counts of armed robbery after wielding a knife at New Yorkers in an attempt to get money from them to afford his drug addiction. He was sentenced to 10 years in prison after being identified, and in the book discusses the experience of being a New York State prisoner. There is discussion of violence inflicted by fellow convicts, as well as mistreatment and apathy on the part of Department of Corrections Employees. Structures and norms developed in prison are also discussed at length, as well as details on what he filled his days with – lots of bodybuilding and book reading. Additionally, there is discussion of the comradery, friendship and community found within prisons – though it may be hard to find. The journey of self-discovery and radical acceptance Genis takes the reader through is beautiful and oftentimes heartbreaking. This is a great read for anyone involved with the ECJC – it serves as an important reminder that our work done to circumvent the prison/legal system and prevent entrance is necessary and impactful. It is also a beautiful reminder of the impact our humanity, respect and curiosity towards others has on those we work with here at the ECJC.

The Importance of Silence



Silence oftentimes makes us uncomfortable. We squirm and itch to fill the gaps in conversation as if they are markers of failure in our communication skills. Of course, for a conversation to be effective, *something* needs to be said, but in that there is space for silence. At every step of our Restorative Justice process there is a use for silence, but in Panel, there especially is a need to **allow for silence when it comes**. Firstly, this process is intended to be shaped around the experience and stories of the Impacted and Responsible Parties. After a Party has spoken, it is okay and often helpful to **allow for a period of quiet to reflect on what was said**. In that time that person may work up the courage and feel able to or comfortable enough to speak further and **share more with us that they may have otherwise**.

Additionally, silence occurs when we don't immediately know what to say next or have a curiosity we want to know more about right away. When this happens, it is important to know that taking a moment to carefully consider what was just shared and **use silence to gather your thoughts** intentionally is the best practice as a Panel member. When we fight the silence by filling it prematurely, we often say things that aren't necessarily impactful, valuable or touching. As Panel members and volunteers for the ECJC, there is always value and respect for what we all bring to the conversation, but to make sure that we are using our time speaking and our words in an **intentional and thoughtful manner** is a responsibility we hold and is a skill to build upon.

In silence we choose to listen, and in listening we are practicing Restorative Justice.



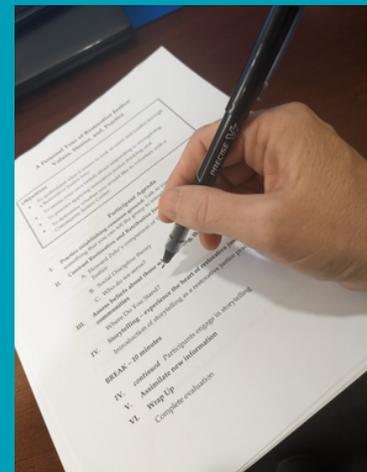
Intern Introduction



Hi, my name is Meredith Bourque and I will be an intern at ECJC for the 2022-2023 academic year. I am a student from Massachusetts, in my last year of the social work program at the University of Vermont. I am passionate about social work, particularly in the criminal justice system and reform, which is rooted in my interest in the intersections between social work and the practice of law. I'm excited for this valuable experience of community involvement and application of my learning!

Reflecting on In-Person Training Opportunities

During the month of October, the Essex Community Justice Center, re-opened its doors to the first in-person panel volunteer training since 2019. With 90% of our Restorative Justice panels taking place in-person, switching back to an in-person format seemed ideal for the volunteer training. Remembering how to train and interact with multiple people in the same room had its challenges at first, but by the end of the four-week session, the training was a huge success with eight new volunteers fully trained and motivated to bring restorative principles to their respective CJsCs. Looking ahead, ECJC plans to continue with in-person panel volunteer trainings. While we appreciate the flexibility and convenience of virtual trainings, the increased opportunity for connection and communication was invaluable.



Survey Quotes From Participants

Absolutely and entirely grateful! I'd keep doing the trainings if I could!"

"Great work fostering a community in the room. The training was highly interactive, and I especially appreciated the discussion-oriented methodology."

"Wonderful and thoughtful group of people participating. I really enjoyed refreshing my learning. Thank you. "



Focusing on the Positive



From our Restorative Reentry Coordinator Kristina Nunn

I co-facilitated the October CoSA Training on Zoom with Lee King of the FGIRJC (Franklin Grand Isle Restorative Justice Center) and had my CoSA Team participate as the Panel for “DAY 2”. The Core Member (CM) and 3 of the 4 volunteers on the team were able to answer questions for the trainees and speak to their experience on other CoSA’s.

This CM has been out for 6 months and is doing well and attending CoSA regularly.

He is well educated and spent a lot of his 11 years in prison reflecting on what he had done and how he could learn from it; why he did it, and how to repair the parts of himself that felt broken and traumatized. He takes the DOC aftercare “programming” seriously and has used it for personal growth.

I first met him (on Zoom) after he had done his own research of the CoSA program and had submitted his DOC CoSA Application for participation. He was just past his “min” (minimum time served which is when it is possible for him to get out on Furlough). Because of the nature of his crime, sex-offenses on children, he was having a difficult time finding housing so that he could be released. After a month or two of wondering when to form a CoSA team for him, ideally 1-3 months prior to release, give or take, I went ahead and formed a team of 4 volunteers. We met about once a month when we could because of COVID facility lockdowns. There were unknowns and frustrations, such as, COVID outbreaks and lockdowns, housing availability and landlord willingness, waiting lists, and when he would be released; were we being of any use to him at all. The CoSA year doesn’t technically start until our first meeting in the community after release.

Alas, it was nearly one year after our first Zoom gathering that we heard he had a release date, and we would be able to meet in person to begin our CoSA! When the team attended the CoSA Training and answered questions, the CM received a lot of positive feedback on his achievements and his professional and upbeat attitude.

I Hope that we will begin to receive a consistent flow of CoSA referrals soon! a few reasons include that I will get to see more of our wonderful volunteers more often, and the opportunity to serve, support, and get to know more folks who deserve better chances to work toward success, restorative reintegration into our community.

“Hello Everyone,

I just wanted to express my sincerest thanks to all of you for the kind comments you made about me and the opportunity to address the other CoSA members and volunteers that are joining the CoSA family. It was an honor and a privilege to speak and answer the questions that came up. I am both blessed and humbled by the help you give me and the opportunities you give me to bring forth the importance of the support CoSA provides, as well as showing the results that are possible with the right volunteers working with a Core Member, as a whole unit.

With gratitude,(the Core Member)”

You stand tall as part of our community. I am proud stand with you.” -Volunteer

“We weren’t exaggerating. Keep up the good work!” - Volunteer

“I have come to realize that Scott is very competent and dependable. He has taught me more than I could teach him; especially about the true working of our criminal justice system.” - Volunteer

“Y’all are amazing! Thank you for being a bright spot on my day! Thank you for the time you give, the care you exude, the passion you behold, the respect you show, and your commitment to humanity! I feel all warm and fuzzy inside.

In gratitude,” - Kristina Nunn, Reentry Coordinator

Other Program Updates

CoSA Update

From Kristina Nunn

No new referrals for CoSA have come in since July, but there are a couple in the works from our reach-in/visits to facilities. There have been a few folks who have opted for some extra support via Navigation services in the last few months. That typically means they need clothes, and possibly furniture, as well as other household items, someone to listen to their struggles, support them, and make connections to other resources in the community.

Where did all the CoSA's go?

We had 3 CoSA's going at the end of April '22, and even though they didn't go one year, 2 of them closed early for different reasons. It is not too uncommon, but still disappointing- and still considered successful because we were able to make some connections and show support as well as accountability. There is currently one CoSA and it is going well.

Victim Services Update

From Susanna Weller

In FY22 the Essex CJC began a program doing outreach to victims of crime. The program services individual victims (not businesses), whether or not an offender is caught. The FY22 Pilot primarily did outreach to victims of crime that were reported to the Essex Police Department that took place in the Town of Essex and the City of Essex Junction. Due to staffing of this pilot, review of the Essex PD database was not consistent. Outreach was done for cases that took place on only 72 days (20%) of the total 365 days of the fiscal year. Outreach was focused on victims of certain types of crimes: Robbery, Larceny, Domestic Violence, Assault, Burglary, and sex offenses.

In FY23 we will be continuing this work. Some of our goals for FY 23 are:

- Training volunteers to help with the outreach
- Collecting demographic data for the people we serve
- Increasing out consistency of doing outreach throughout the year.
- As capacity increases, offer supports to victims of a wider range of crimes.

ECJC Photo Album



ECJC Volunteer Appreciation Event – First in person since the pandemic – 8/3/22



It was wonderful to connect with so many community members at the August 2, 2022 National Night Out with Essex Police Department. We were thrilled to share about our work and offer space to make rock talking pieces. Our community has some great artistic talent!

Our volunteers bring so much to our work and the communities we serve! What a joy to walk into the office this morning and see this beautiful pumpkin that a volunteer had grown and tagged with CJC appreciation.



The Essex Community Justice Center had the unbelievable privilege of hosting a meeting with Osariemen Omoruyi last week AND to have her join us at our first in-person Volunteer Appreciation Event since the pandemic!! Osariemen, who also goes by Grace, was in the United States completing the Mandela Washington Fellowship for Young African Leaders at Rutgers University. Grace is a leading voice for restorative justice in Nigeria and the founder of the Restorative Justice for Africa - REJA Initiative, an organization that was inspired by lived experiences of gross human rights violations. She has defended several underserved people who were abandoned in prison, and she currently pursues equal access to justice for all. Before starting REJA, she volunteered her defense skills with the Legal Aid Council of Nigeria and Hope Behind Bars Africa and has worked on donor-funded projects in partnership with Prisoners' Rights and Welfare Action. Grace referred to REJA as "a small organization with big dreams of bringing restorative justice to all of Africa". We look forward to seeing her work unfold and progress.

CoSA volunteer Peggy Lesage goes fishing in Lake Ontario every year with her husband.



Jill Evans
Director

Karen Dolan
Special Projects Coordinator
Restorative Justice Specialist

Kristina Nunn
Restorative Reentry Coordinator

Michelle Teegarden
Restorative Justice Specialist

Susanna Weller
Restorative Justice Specialist

Meredith Bourque
Restorative Justice Intern



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Visit our Facebook!

<https://www.facebook.com/people/Essex-Community-Justice-Center/100068799643702/>

Our Vision

The Essex Community Justice Center envisions safe, expansive and resilient communities in which the response to conflict and crime is restorative and healing, enhances community and reduces further harms.

Our Mission

The Essex Community Justice Center creates opportunities with the communities we serve for restorative approaches to crime and conflict that:

- Promote justice for those affected by crime by focusing on the harm caused
- Allow those responsible for harm to accept active responsibility for addressing and repairing the harm they caused
- Educate, build empathy, restore dignity, and enable healing
- Support the needs of those reintegrating from prison into a more connected community life
- Strengthen individuals and the communities we serve through education and support to prevent further harms

Our Values

We believe that all people living in a community are interconnected through a web of relationships, and that conflict and crime harms and affects people—victims, family members, community members, offenders and others. We believe that conflict and crime damages relationships, and disrupts peace and safety in the community. We believe in the inherent worth and dignity of every person and that no one should be defined by their biggest mistakes. We believe that justice is more likely to be achieved when victims, affected parties and the community are engaged in and central to the justice process. We believe that all victims of crime should have access to restorative processes upon request. We believe that effective restorative processes build empathy, restore dignity, empower victims, enable healing and strengthen communities as we strive toward a just society in which all lives have equal value. We believe in reintegration, supporting the needs of offenders and removing barriers to successful reentry while also encouraging accountability/acceptance of responsibility for harm caused. We believe that restorative justice nurtures hope – the hope of healing for victims, the hope of change for offenders, and the hope of greater civility for society.

TOWN AND CITY REAPPRAISAL UPDATE

The Town of Essex continues planning for a municipal-wide reappraisal of all real property in the Town of Essex (“Town”) and City of Essex Junction (“City”). The following is an update for all property owners.

On September 13, 2022, a Request for Qualifications (RFQ) was announced for bidding for local and regional reappraisal firms. The firms were given thirty (30) days to submit a proposal, and four (4) were received and subsequently reviewed for qualifications. After thorough review and upon approval by the Town of Essex Selectboard on December 5, 2022, the reappraisal contract was awarded to Patriot Properties, Inc.

The reappraisal project is tentatively scheduled to begin in June 2023 and be completed by the end of June 2025.

The next step in the reappraisal process involves a project planning meeting, sometime in January 2023 between Patriot Properties, Inc., and the Assessing Department. Once the meeting is complete, the Assessing Department will provide property owners with additional information pertaining to the project.

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 85.08%, meaning that on average Essex properties are 14.92% 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 Essex’s 8.88% COD indicates an excellent uniformity of assessment in our Grand List.

FACTS:

CLA: 85.08%

COD: 8.88%

Educational Equalized Grand List 2021: \$3,180,409,890

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:

Years (2007-2021)	Educational Equalized Grand List (\$) Value	CLA (%)	COD (%)
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

*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.

October 2022 Staff and Director Report

Report from the Director

Building

We had our new cleaning company start in early October. So far so good! The difference in attention to detail is noticeable, but we are still working out details to make sure all areas are cleaned, and how to communicate things that need attention. Communication was sorted out more on October 19 when a late afternoon situation in the picture book room needed extra attention. Harlan had planned on helping communicate last minute emergency cleaning to the cleaners, but he was off. We now have a second in charge contact if Harlan is not available and something happens later in the day. We also added a notepad for staff to leave non-urgent messages for the cleaners and they respond on the pad, which has worked out well.

We retired several fabric covered chairs that were looking worn when they came out of storage. We received ARPA library funding for wipeable furniture which allowed us to move the worn furniture along. Other City departments were notified it was available, and no one was anxious to get our worn furniture, and the Habitat for Humanity Restore was willing to pick most of it up. EJPW hauled out the most grubby to go to CWSD.

Meetings and Training

Wendy attended a meeting with City Manager Regina, Zoning Administrator Terry and Councilor Raj Chawla to sort out details in managing cannabis establishment licensing for the local cannabis board on Oct. 19.

On Oct. 21, Wendy and Hannah met with Brownell Library Trustee Andy Kolovos to discuss programming ideas for the Vermont Reads selection “The Most Costly Journey: Stories of Migrant Farm Workers in Vermont”, a comics anthology he edited. Later in the day, Wendy and Library Trustees Christine Packard and Dottie Bergendahl met with former teenage Brownell staff Dick Davis who is now in his 80s and back in Vermont. They gave him a tour of the modern day building and he shared some memories and was considering leaving a bequest to Brownell Library.

On Oct. 27, Brownell was closed for a staff work day. Several staff tackled the “craft closet” behind the booksale room that needed to be unpacked and sorted. We bid farewell to a lot of items held onto from the 2000 renovation that were taking up prime storage space. Staff met with the Howard Center Outreach Team in the afternoon to learn about what services can be expected after some rocky requests for service during the pandemic. We learned our Outreach team was very busy serving 9 communities, and available to respond to behavior issues that don’t require police action, as well as a great resource for many people who are struggling to help them access services.

Programming

We had our first in-person at the Library First Wednesday since March 2020 on Oct 5 with 2022 Caledcott winner and VT Jason Chin who offered a wonderful talk on his experience illustrating his award winning book *Watercress*, and the details behind how picture books are made from the perspective of the illustrator. Most picture books are written and then handed off to the illustrator and exchanges about the work are usually managed through agents and the publisher, but he worked closely with author Andrea Wang. We learned the day of the event that Vermont Humanities had made several changes in their management of First Wednesdays that leave Brownell doing more publicity and creating fliers which had previously been provided. Vermont Humanities has several new staff that didn't know to communicate the changes. We now will be prepared to take a more active role in publicizing series events!

On Oct. 8, Wendy hosted a backyard composting program with Master Composters Jason and Crissy Wade. We had a great conversation about composting with the person that participated.

On Oct, 13 we had our first Kolvoord Room art exhibit reception for Haitian artist Pievy Polyte. Pievy lives locally and shared his inspiration for the different pieces in the exhibit, and the work he does in Haiti on his coffee farm and to develop artists with the school he built in the mountains. He was very patient and engaged with the younger attendees, who had wonderful questions on how he created his pieces. Pievy's colorful art is on display through December.

Other

Before the pandemic, we kept our newest magazines on the shelves for people to read on site, available to anyone who stopped by. After Covid hit, we shifted to all magazines circulating. Because we are back to more regular library activity, we decided to keep new magazines on the shelves once again, but people aren't reading in the magazine area as much, with discomfort in being in a public space or time limitations. After seeing magazine circulation dip, we shifted back to allowing new magazines to circulate, but to honor interest in reading the latest, the newest magazines will go out for 1 week instead of the 3 weeks older issues circulate. We will see how this works out as we still do have people seeking print editions of magazines.

On Oct. 1, the City shifted to biweekly pay; previously pay had been weekly. Finance is still sorting out the flow as many departments including Brownell are still working with staff submitting time sheets because of the schedule that runs into the weekend. An electronic system is supposed to be launched next year for all departments, and the dates of biweekly pay, and now a new spreadsheet that covers 2 weeks, are causing some confusion among staff and lots of conversations to clarify what works best for Finance.

Wendy completed drafting the City IT RFP for a managed support vendor. Administration added essential details to get it the final draft ready and that was advertised Oct. 11. Wendy was the contact for the RFP and connected with vendors interested in having site visits to see what the department IT needs were in person. Wendy scheduled 3 vendor site visits that included visits to Wastewater, Lincoln Hall, Fire, Brownell and EJRP for November.

October Numbers from the Adult Department:

- New Patrons: 32
 - Virtual Adult Cards Created: 0 (not currently an option on our website)
- New Overdrive Users: 15
 - October 2021: 16
 - October 2020: 6
 - October 2019: 13

- Presence at 16 Adult Programs: 119
- Adult Program Support: 27 hours
- Consumer Reports Online: 8 visits, 77 pages viewed
- Overdrive Magazines: 34 checkouts
- Craftsy sessions: 1
- Biblio+: 2 viewings
- Adult content in Comics App: 1 checkout
- Adult Craft Kits: 12 Spiders in Lace

- 36 people listened to VAS talk about *Safe Solar Visual Observing*.
- 8 people attended our 1st Wednesday talk by Jason Chin, an author, illustrator and Caldecott winner.
- 24 people attended 4 Current Event sessions.
- 1 person listened and talked with the presenter of our Backyard Composting program.
- Clif gave tech help to 2 patrons for a total of 3.25 hours.
- 20 people gathered, in the main reading room, to work on their fiber arts, over the 5 Saturdays of October.
- 11 Must Read Monday participants talked about *Homegoing* by Yaa Gyasi.
- 17 people dropped in during the Art Reception for Pievy Polyte.

October Interlibrary Loan Service Update

ILLs were down in October due to Tracey taking a week off. Thank you to Sarah Eustis for helping out while Tracey was out!

Interlibrary Loan Statistics			
OCT	FY 22	FY 23	
ILL Sent	173	95	-45%
ILL Requested	66	53	-20%
Holds	457	392	-14%
Avg days to receive	9.9	7.1	-28%
Courier Statistics			
OCT	FY 22	FY 23	
Courier Sent	178	113	-37%
Courier Rec'd	132	134	2%
USPS Sent	20	18	-10%
USPS Rec'd	24	13	-46%
Est. Savings	\$ 610.54	\$ 422.62	-31%

Youth Department

Update

- Youth staff are trying to adjust to a fuller program schedule and more people in the building. In general, work looks very different all of a sudden; we've had a couple of quieter, more controlled years due to the pandemic, and the public is back now. There is much less time to work on projects or programs while at the desk because we are helping patrons or managing behavior, and staffing is still challenging due to illnesses and hiring. All of this means youth staff are feeling the stress of this shift in pandemic life. As we continue to shift, the amount of programming and collaborations we can provide will be a balancing act. Youth staff plan to revisit priorities in December, in time to make adjustments for our January calendar. On the positive side, attendance at youth programs is up!
- River, Chessa, and Sarah continued working on the Vermont Reads collaboration with Bonnie from Dorothy Alling Memorial Library (DAML). River applied for and received the Vermont Reads Books, half of which will go to DAML. We have scheduled the two part hybrid comics workshop with Marek Bennet for February, and are working out the details for the podcast drawing on local stories. We hope to be scheduling interviews or

circulating an interview kit starting in November. There will be a kick off party for the podcast in December at DAML. The teen advisory boards at both libraries will be invited to edit and host the podcast, and there will be a release party at Brownell when the project is done.

- River has been working with youth staff to update the existing youth web pages. In addition, we are starting to imagine what we want for the new website that Hannah is working on.
- River, Erna, and Chessa have been trying out a new method for communicating about cataloging needs. River has been adding more subjects to books, including diversity subjects, to improve searching for patrons and staff. This is one of the action steps they took after the Antiracist Libraries and Diversifying Your Library Collections Trainings last spring. The new process uses google sheets to communicate about subjects and other cataloging needs. It reduces miscommunication as books move from the youth department to tech services, back to the youth desk, and so far it is going smoothly.
- Erna packaged up materials from our *Finding Nemo* program this summer. Now when patrons check out the movie, they can take home some kits and enjoy an interactive movie at home.
- The youth department is offering guided reading rulers at the youth desk for individuals with visual stress and/or reading disabilities.
- After a recommendation to offer period supplies last year, youth staff posted a sign in the youth bathroom about supplies being available behind the youth desk. Requests for this service were understandably low during the pandemic, but now that people are back, several patrons have benefited from the service.
- The October Inservice allowed staff to learn more about the community outreach workers and work on projects that we aren't able to do while patrons are in the building. River, Erna, Sarah, and Casey cleaned out the craft closet to make space for supplies that are shared between the youth and adult departments, and a space for adult program supplies. This was a huge undertaking, but we tackled it in a day. The space is now much more usable for everyone.
- All staff were asked to complete CPR/First Aid Training. There was an online component with a lot of material to cover and an in person session to complete the certification. It was a big time commitment, but it's good that most staff are certified should an emergency occur.
- Alison, Tracey, and River started interviews for the new Circulation Assistant. This position has been updated to offer more hours, including some time on the youth desk. It will be nice to have a steady person in this position, and it may relieve some of the pressure to find and provide tasks for subs.
- Our teen volunteer finished up scanning for the youth inventory. He tackled the entire youth collection over the course of the summer and fall, and we are so thankful for his help. Erna and Alison are now working through some of the classification mistakes that were found during this process.
- Our new shelver, Sarah Eustis, is doing great, and she is learning fast!

- Casey has officially been here a year. She is wonderful about keeping the community in mind and spotting and addressing needs in the youth space. We are happy to have her on the team!
- River took some time off in October, and Erna stepped up to help keep the youth department running smoothly in their absence.

Programs

- 119 children, 11 teens, and 59 adults searched for pumpkins in the youth area as part of Erna's I Spy Pumpkins program. Once participants completed their search, they were invited to select a Halloween prize from the treasure chest.
- Sarah challenged youth to write a micro fiction about two monsters becoming friends for the Writers Club Challenge. Emma Wiedemann won a \$15 gift card to Phoenix Books with this gem: "Two ghosts went trick-or-treating and flew through each other. They didn't see each other because they were invisible. They became friends." There was also a nice drawing of two ghosts on the submission form. 12 participants submitted stories for this challenge.
- Sarah offered another survey for teens in the YA room. She asked:
 - What brave things have you done this year? Many teens shared that they had made new friends, and some started a club or tried a new sport.
 - What changes have you noticed this year? Teens reported lots of new things (school, people, routines, sports).
 - How are you feeling today? Feelings ran the gamut: happy, good, tired, drowsy, ecstatic, sad, mad, and content.
- 15 children, 3 teens, and 6 adults made Candy Sushi with Sarah. The room was full of excited energy, and kids loved creating the most colorful sushi they could and then eating it. Participants voted on the most beautiful sushi, and the winner got a picture of their sushi printed out on our new bluetooth photo printer.
- Children enrolled in Crazy 8's met every Tuesday in October to play math games like Bouncy Dice Explosion, Crazy 8s Race, Spy Training, and Crazy Card Club with Erna. For Spy Training, Erna dressed up as a spy, with Spy Kids theme music, and participants had fun decoding messages with pigpen codes and number codes. 55 kids participated over the course of the month.
- 23 children and 21 adults joined Erna for Play Time.
- 11 children and 2 adults made castles out of recycled materials for Erna's Crafternoon. One participant asked: "Can I build something from my head, that is not a castle"? And Erna eagerly confirmed that yes, that would work too!
- 19 children and 12 adults attended Preschool Story Time. Erna, Casey, and River are taking turns leading this program, and it was Casey's first Story Time at Brownell. She did a great job of jumping in, planning, and implementing a sweet story time program! Parents walked away very appreciative, and children had fun with her apple stories, songs, and shape exploration.

- 11 children and 5 adults attended the Welcome Booker Story Time. Participants heard stories about chameleons from Erna, made a flower to decorate Booker's wall with River, and contributed to a card for the artist, Todd Logan.
- 2 teens attended Fright Night. Sarah was out sick that day so Chessa stepped in to lead the program. They watched *A Quiet Place*.
- 20 children, 3 teens, and 30 adults attended the Costume Swap. For the week leading up to the event, community members were invited to donate gently used costumes or costume pieces in all sizes. On the day of the swap, there was lots of energy and laughter in the library as people went "shopping". This is definitely a program we will bring back in the future; it was a good way to share resources, save money, and be green.
- 8 children and 8 adults attended Saturday Stories with Erna and River.
- 18 children, 5 teens, and 2 adults attended the Movie Matinee with Erna. They watched *Hotel Transylvania*.
- 14 children Read to Sammy, our new volunteer therapy dog. Sammy's owner, Kim Hathaway, has a following and has done therapy dog sessions at the schools. This was a really sweet event with lots of puppy love and reading.
- 7 teens attended TAB with Sarah! This group has been opened up to include 6th through 12th graders, and one of the older teens, who has been a consistent TAB member since she started high school a couple of years ago, was ecstatic (in her low-key way) to have more teens in attendance. The group ate pizza, introduced themselves, and created decor for the Stranger Things party. There was great conversation about things like how to paint teeth onto a demogorgon and which teachers they liked.
- 2 children, 6 teens, and 4 adults attended Dungeons & Dragons. In November and December this program, which is typically on 2nd and 4th Fridays, is hit hard by holiday closures so we will temporarily be moving it to 2nd and 4th Mondays.
- 8 children and 6 adults attended Lego Fun with Sarah.
- Homeschool Book Groups picked up in October with brand new book lists.
 - 8 children attended Red Clover with Erna. The group read *Mel Fell* by Corey R. Tabor and *Midnight Fair* by Gideon Sterer, and made paper carousels.
 - 5 teens attended Golden Dome with River. The group talked about how the book club would work and selected the reading for the year.
 - 3 teens attended GMBA with Sarah. The group guessed what books were about based on their covers, and selected the books they would read.
- 14 children and 4 teens attended Comics Club with Sarah, The group made blob ghosts (based on *Beetle and the Hollowbones* by Aliza Layne) and discussed finding their inner magic.
- 2 children, 1 teen, and 1 adult tried out the Art Lab project which prompted patrons to make a spooky self portrait inspired by Edvard Munch's *The Scream*. The program was a little more complicated than usual, but there tended to be giggles from those who tried it.
- 14 children, 3 teens, and 1 adult joined Erna to play board games during the Get Your Game On program.

- 2 children, 6 teens, and 3 adults attended Welcome to Hawkins, a *Stranger Things* fandom event. For this event, Sarah challenged participants to create a portrait of their favorite character with waffles. They also played *Stranger Things* trivia, made morse code jewelry, did an 80's themed costume contest, and took pictures with an amazing background designed by teen volunteer and trustee, Lily. Winners for all challenges received a pudding cup. This program was a huge undertaking, so creative, and a great way to stretch and grow. It was amazing to have 6 teens show up for a program on a Saturday!

Numbers

- New Youth Patrons: 18
- 26 Kids Programs with 368 kids, 33 teens, and 153 adults attending
- 7 Teen Programs with 29 teens, 4 children, and 7 adults attending
- Youth Program Support: 11 Teen Hours and 5 Adult Hours
- Kolvoord Room: 20 youth programs, 296 people attending

News From Tech Services

Biblio Plus video streaming is now live! Check it out. There is a nice selection of things to watch and they are going to be adding more BBC content every month.

Hannah is working on an update of the website. Joomla 3 is going to not work anymore after this summer so we need to migrate to Joomla 4 so it is a nice time for a refresh.

This is a VERY rough draft if anyone wants to take a look and offer any feedback.

<https://www.brownelllibrary.org/portal/>

We have implemented a new system for sharing information between shifts using a Google Classroom. Hopefully this will help with communication all around for all staff including subs so we all are aware of things going on in the Library, particularly our busy desk staff who don't have time to check email regularly.

Materials Added in the Adult and Juvenile collections this month:

- Adult materials added, October: 419
- Youth materials added, October: 114
- Magazine issues added, October: 103
- Total cataloged collection size October: 71599

Wi-Fi Statistics

Daily Average visits time:

- 6+ hrs — 39
- 1-6 hrs — 25
- 20-60 mins — 21
- 5-20 mins — 55

Daily Average return rate:

- Occasional — 14
- Weekly — 42
- Daily — 70
- First time — 15

Total Unique Clients (users connected devices) for the month — 800

Twitter

- Number of Twitter followers — 61

Instagram

- Number of Instagram followers — 446

Facebook Monthly Reach and Engagement

October 2022

- Total number of post views— 3549
- Number of Page Likes—1466

September 2022

- Total number of post views— 2022
- Number of Page Likes—1452

August 2022

- Total number of post views— 1245
- Number of Page Likes—1328

July 2022

- Total number of post views— 8911
- Number of Page Likes—1319

June 2022

- Total number of post views—3578
- Number of Page Likes—1310

May 2022

- Number of engagements with our posts (likes, shares etc.)—119
- Total number of post views—4081
- Number of Page Likes—1289

April 2022

- Number of engagements with our posts (likes, shares etc.)—208
- Total number of post views—6137
- Number of Page Likes—1285

March 2022

- Number of engagements with our posts (likes, shares etc.)—211
- Total number of post views—5428
- Number of Page Likes—1281

February 2022

- Number of engagements with our posts (likes, shares etc.)—
- Total number of post views —
- Number of Page Likes —

January 2022

- Number of engagements with our posts (likes, shares etc.) —156
- Total number of post views —6879
- Number of Page Likes—1270

December 2021

- Number of engagements with our posts (likes, shares etc.) –150
- Total number of post views – 4335
- Number of Page Likes – 1261

November 2021

- Number of engagements with our posts (likes, shares etc.) – 197
- Total number of post views – 5537
- Number of Page Likes – 1263

October 2021

- Number of engagements with our posts (likes, shares etc.) —157
- Total number of post views— 3536
- Number of Page Likes—1262

Brownell Library Website monthly visitors:

- October-2021 Visits 2500 Page Views 6179
- November-2021 Visits 2325 Page Views 6107
- December-2021 Visits 2218 Page Views 6396
- Jan-2022 Visits 2252 Page Views 6242
- Feb-2022 Visits 2066 Page Views 5698
- March-2022 Visits 2442 Page Views 6895
- Apr-2022 Visits 2761 Page Views 6805
- May-2022 Visits 3245 Page Views 8130
- June-2022 Visits 3108 Page Views 9161
- July-2022 Visits 2722 Page Views 7438
- August-2022 Visits 2857 Page Views 7321
- September-2022 Visits 2536 Page Views 6657
- October-2022 Visits 2806 Page Views 7578

1 **TOWN OF ESSEX / CITY OF ESSEX JUNCTION**
2 **JOINT HOUSING COMMISSION MEETING**
3 **Minutes of Wednesday, November 2, 2022**

4 **City Representatives:** Gabrielle Smith, vice chair; Ta-Tanisha Redditta; Ned Daly.

5 **Town Representatives:** Mark Redmond, Rupesh Asher, Emily Taylor (arrived at 3:18)

6 **Staff:** Regina Mahoney, Katherine Sonnick, Sharon Kelley

7 **Members of the Public:** none

8 **1. CALL TO ORDER AND AGENDA ADDITIONS / CHANGES**

9 Smith called the meeting to order at 3:04 PM. There were no proposed changes to
10 the agenda.

11 **2. PUBLIC TO BE HEARD**

12 There were no comments from the public.

13 **3. BUSINESS ITEMS**

14 **a. Minutes**

15 Redmond made a motion, seconded by Daly, to approve the minutes of October 19,
16 2022. The motion passed 5-0.

17 **b. Update on Town Plan Working Group:**

18
19 Katherine noted that she wasn't in attendance, but the group was looking toward
20 having public neighborhood meetings likely in early December. She noted that the
21 CCRPC offered some comments that would likely be more for the staff to address.
22 The working group would be focused more on outreach and vision. The working
23 group will be meeting the following week. Gabrielle asked if any changes related to
24 budgetary change. Katherine noted that she was unclear, but there would be a
25 larger focus on capital planning and painting a vision for that. Emily noted that she
26 was not able to attend the Town Plan working group. She noted that she has been
27 in touch with Josh Knox and has all the information related to the group. She will
28 attend the next meeting, but she said she could not commit to attending every
29 meeting. She'll check back in with the Commission about having Mark and Rupesh
30 assist her. Gabrielle noted that the hope was to have Town members share in the
31 attendance. Katherine noted that the working group will be more meeting heavy in
32 the beginning but after the framework is put together, there will be fewer meetings.
33 Emily stressed that she will try to attend at least once a month.

34
35 **c. Commissioner Comments**

36
37 There were none.

38 Schibler reviewed two housing development projects proposed within the Town:
39 Section I of the Pinewood Manor neighborhood (a 34-unit Planned Unit
40 Development with both single-unit lots and triplexes), and 87 Pinecrest Drive (a 32-
41 unit Planned Unit Development, nearly all duplexes, of which two units will be
42 perpetually affordable in exchange for a 25% density bonus). The Commission
43 provided comments on the projects, and authorized Ballard as chair to attend the
44 Aug. 25th Town Planning Commission meeting to speak in favor of the Pinewood
45 application. The Commission also discussed creating a task force to address the
46 question of compliance monitoring for projects which include perpetually affordable
47 dwelling units.

48 **4. Reading File**

49 Gabrielle reminded everyone to check out the reading file.

50

51 **5. Adjourn**

52 The Chair adjourned the meeting at 3:26pm. The next meeting will be December 7,
53 2022.

54

55 Minutes prepared by Katherine Sonnick, staff.

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
PUBLIC HEARING
MINUTES OF MEETING
NOVEMBER 10, 2022
DRAFT**

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

ADMINISTRATION: Regina Mahony, City Manager.

OTHERS PRESENT: None.

1. CALL TO ORDER

Phil Batalion called the meeting to order at 6:32 PM.

2. AGENDA ADDITIONS/CHANGES

None.

3. PUBLIC TO BE HEARD

a. Comments from Public on Items Not on Agenda

No comments.

4. MINUTES

a. **October 6, 2022**

MOTION by DIANE CLEMENS, SECOND by ELIJAH MASSEY, to approve the minutes of October 6, 2022 as amended. VOTING: unanimous (5-0); motion carries.

The following amendments were made:

- Page 2: last paragraph - replace “Adaption” with “Adaptation”

5. BUSINESS ITEMS

a. **Continued discussion of future agenda topics and prioritization**

Commissioner Batalion clarified his statements from the previous Planning Commission meeting around potential development of Stevens Park. He said that his intention was around improvements and creating a better park and green space for the public, not developing the park in the traditional sense of development.

Commissioner Clemens suggested topics around Design Five Corners, the Comprehensive Plan, annual report and budget, and City ordinances, since they impact the Planning Commission. She said that in terms of the Comprehensive Plan, it would be helpful to know how many home occupations the City has, to determine whether it is expanding and where it is growing. She asked whether the Essex Junction Recreation/Park Master Plan from 2007 needs to be updated. She also asked whether they can obtain a GIS map of where all the businesses in Essex Junction are located.

Commissioner McCormick suggested adding topics around a business development strategy and figuring out the future business climate. He suggested talking to private businesses and the Economic Development Committee.

The Planning Commission discussed the criteria that will be used to prioritize the future agenda topics that were put forth during its brainstorming sessions. Commissioner McCormick reviewed the initial, proposed list of criteria. These included:

- The potential for significant and lasting impact: Commissioner Batalion expressed support for this criterion, noting that each topic could have impacts for different populations, communities, and areas. Commissioner Clemens suggested looking at short-, medium-, and long-term impacts.
- Whether the topic meets Comprehensive Plan goals and objectives: The Planning Commission decided to remove this criterion, given that any topic should meet the goals and objectives of the Comprehensive Plan.
- How much City Council and/or community stakeholder support the topic has: The Planning Commission decided to remove this criterion, as it would be difficult to objectively determine how much support from the City Council or community stakeholders a topic would have prior to discussing the topic.
- The extent of institutional capacity built and/or stakeholder engagement during implementation
- Whether the topic catalyzes impact in other areas/goals/objectives/strategies
- Whether the topic is realistic and feasible to implement within 5 years (which is the remaining timeframe for the current Comprehensive Plan): Commissioner Batalion also suggested a criterion that focuses on more long-term implementation and impacts.
- Whether the topic produces quick impacts
- Whether the topic is a “bankable” activity (it can be developed into a fundable project or activity).

Commissioner Batalion suggested a criterion related to whether the topic falls under the purview of the Planning Commission. Commissioner McCormick agreed that this is a good criterion and said that it will also be important to determine whether there is staff capacity to implement actionable items related to the topic. He additionally noted that another good criterion is political will, and whether there is political support for a topic.

Commissioner McCormick suggested folding a number of the topics into an item around developing a climate change action strategy, since a number of the brainstormed items have to do with transportation and energy.

Commissioner Scheld spoke about maintaining momentum around Design Five Corners and the Crescent Connector, especially as the City searches for a new Community Development Director. He asked what role the Planning Commission can play to help maintain momentum until that position is filled. The Planning Commission noted that the Design Five Corners project dovetails with topics around housing and economic/business development. Commissioner Massey suggested adding a topic within the Design Five Corners bucket around public art, which would improve the appearance of the community and potentially help to attract developers and businesses. Commissioner Scheld suggested a topic around addressing vacant commercial spaces and how to attract businesses to them.

After further discussion of the topics and the prioritization criteria, the Planning Commission decided on four broad priority topics: housing, design five corners, supporting businesses and climate action plan/strategy. The Planning Commission further decided to focus on one topic at a time and to start with housing.

The Planning Commission discussed the housing-related topics further. City Manager Mahony noted that the Housing Commission has been discussing inclusionary zoning and a housing trust fund. She noted that the Commission submitted a proposal to the Town Selectboard around a housing trust fund this past Monday evening and will be submitting it to the City Council in December. She said that in terms of interactions between the Planning Commission and Housing Commission, one topic that might be useful to discuss are the proposed Land Development Code (LDC) amendments related to duplexes and triplexes in the Residential 1 and 2 zoning districts. Commissioner Scheld noted that an Accessory Dwelling Unit (ADU) Plan is being developed at the State level and that they will select five communities across the State to be pilot communities. Commissioner Batalion suggested sending the Housing Commission the list of topics that the Planning Commission has developed around housing (which include a rental ordinance and registry, data collection around permits, inclusionary zoning, the housing needs assessment, and ADUs) and asking for feedback and their prioritization of these items. City Manager Mahony said it would be valuable for the Planning Commission to engage with the Housing Commission on these topics and determine how they can best work collaboratively. She said that she will invite the Housing Commission chair to attend the Planning Commission's December meeting to provide an update on inclusionary zoning and the housing trust fund proposal.

City Manager Mahony walked the Planning Commission through a number of online resources related to housing in Vermont. These include the Building Homes Together Dashboard on the Chittenden County Regional Planning Commission (CCRPC)'s website, which provides various statistics on housing in Chittenden County, and HousingData.org, which also shows data points related to housing and housing affordability in Vermont by municipality.

Commissioner Scheld spoke briefly about information he gathered related to obtaining Downtown designation. He said that based on what he learned, there is not much additional benefit the City would obtain from moving to a Downtown designation. He noted that moving to such a designation would require a non-profit organization to govern the Downtown designation (which would need to be funded by the City), and that the City's existing designation provides comparable benefits already (Act 250 exemption for certain priority housing, tax credits, etc).

City Manager Mahony provided more general City updates to the Planning Commission. She spoke about the status of the Land Development Code updates, noting that the City Council may want more information on the addition of duplexes and triplexes as allowable in the Residential 1 and 2 zoning districts, as well as obtaining more public input on those changes. She noted that the City has one year from the Planning Commission's public hearing (which was in August) to act on the Land Development Code updates. She also spoke about the City Council's desire to engage in a larger strategic visioning process for the City, which they would like to conduct in the spring. She said that the Planning Commission's work will be valuable in informing that process.

6. ADJOURNMENT

**MOTION by PATRICK SCHELD , SECOND by SCOTT McCORMICK, to adjourn the meeting.
VOTING: unanimous (5-0); motion carries.**

The meeting was adjourned at 8:48 P.M.

RScty: AACoonradt

**CITY OF ESSEX JUNCTION
DEVELOPMENT REVIEW BOARD
MINUTES OF MEETING
NOVEMBER 17, 2022
DRAFT**

MEMBERS PRESENT: John Alden, Chair; Robert Mount, Vice Chair; Cristin Gildea, Maggie Massey.

MEMBERS ABSENT: Dylan Zwicky.

ADMINISTRATION: Regina Mahony, City Manager.

OTHERS PRESENT: Meghan Belyea, David Burke (Engineer for Owner), Tina Logan, Todd Logan, Barney Matthews (via Zoom).

1. CALL TO ORDER/AUDIENCE FOR VISITORS

Mr. Alden called the meeting to order at 6:30 PM.

There was no public comment.

2. ADDITIONS OR AMENDMENTS TO AGENDA

None at this time.

3. PUBLIC TO BE HEARD

None at this time.

4. MINUTES

A. Regular Meeting – July 21, 2022

MOTION by ROBERT MOUNT, SECOND by CRISTIN GILDEA, to approve the minutes as presented. The motion passed 4-0.

5. PUBLIC HEARING

A. Approval for minor site plan amendment and approval extension of a Planned Unit Development for six residential units with parking at 41 Maple Street in the R-2 District, by Gabriel Handy, owner.

Mr. Burke briefly described the above change and noted that the R2 zoning district allowed for these six units in terms of density. He noted that the original approval did not include setback waivers, but instead included each of the building envelopes in a footprint lot. He said that the Applicant is returning before the DRB now to obtain approval for the mylar, which was not signed during the first approval, as well as approval for a different style of units than what was originally proposed. He said that the proposed changes were reviewed and approved by staff prior to construction. Mr. Alden replied that the staff in question is no longer with the City and expressed concern that this did not return to the Planning Commission or Development Review Board prior to construction.

Mr. Burke spoke in more detail about the change in the style of units for the project than what was originally proposed. He said that the approved plan originally included 1.5-story buildings and that they have modified that to include 2-story buildings instead. He noted that this still complies with height regulations. He said that the only condition of the previous approval was that the buildings should be

different colors (and they are). He noted that the units were staked by his office and they are within the original footprints.

City Manager Mahony reviewed staff comments around the two changes within the application. She noted that 2 stories are an allowable use in this zoning district and that in terms of the regulations, an amendment would be in line with the land development code. She said that the item on the table is to extend the timeline of the subdivision.

Mr. Alden opened the discussion up to the Public.

Tina Logan, an adjacent neighbor, expressed concern that the building footprints are extremely close to her property line and that now instead of being 1.5 stories they are 2 stories, which significantly impacts the view from her backyard. She said that the quality of the screening is poor and that they have no privacy. She asked if the buildings will be rentals or single-family homes and how many families will be living in these buildings. She expressed frustration that consideration was not given to adjacent neighbors.

Mr. Alden asked whether the plantings shown on the Applicant's plans have been installed. Ms. Logan replied that there are small plantings (2' high) that have been installed. Mr. Burke noted that a landscape plan was submitted and approved. Mr. Alden asked whether there are windows on the second floor facing Ms. Logan's home. She replied that the second floor does not have windows facing her (which she appreciates), but that there are windows on the first floor that face her as well as a stockade fence separating the properties.

Todd Logan, an adjacent neighbor, said that the buildings are very brightly lit at night and cause light pollution for their property. He said that this project has pushed the boundaries of legality, given that 1.5-story structures were approved but that the developer built 2-story structures. He asked whether they could receive a waiver to build a fence that is taller than 6 feet. He also noted that there is construction occurring, sometimes at night. He asked whether the buildings are going to be partitioned into two apartment units each. Mr. Burke replied that they are approved as single-family dwellings and can't be anything other than that.

Mr. Alden expressed concern that the Bollard lights are not low enough to only cast light downward and that the landscaping and plantings are not sufficient. He also said that the buildings appear stark but that they still adhere to regulations. He said that they can possibly look into remediation measures for fencing and screening, given that the change was more impactful than the plan that was submitted anticipated. He said he would also like to see measures taken to adjust the lighting. City Manager Mahony said that the lighting can be corrected before a certificate of occupancy is issued. Mr. Burke said that the lighting could be turned off until there are occupants in those buildings.

Barney Matthews, a neighbor, echoed others' concerns about the lighting. He said that the plantings do not block the lights and that the lights are extremely bright. He said that there was construction occurring for lengthy periods but that it was not too loud. He noted that there is a right-of-way from 43 to 41 Maple Street and that his deed states that there can be 5 houses on that plot, not 6. He asked whether this has legal implications. City Manager Mahony noted that the lot was approved for 6 houses, but could not comment on whether there is a civil issue at hand.

Mr. Mount said that the landscaping plan shows 6' Australian pines between Mr. Matthews' property and the 41 Maple Street property. Mr. Burke noted that there has been a revised landscaping plan from TJ Boyle that has different plantings than what was originally proposed.

Mr. Logan suggested that the DRB be required to review ground level view as well as birds-eye view landscape plans. Mr. Alden replied that the Land Development Code does not give the DRB the ability to take ground level view information into consideration in most districts within the City when considering approval for projects. He said that the planting plan was resubmitted after approval of the project, and is being reviewed by the DRB for the first time now. He noted that the developer is responsible for maintaining plantings in a healthy condition.

Mr. Alden noted that there have been changes proposed to the Land Development Code that would allow for more design review and oversight for districts other than the Village Center District, which could prevent situations like this from occurring in future.

Meghan Belyea, a neighbor, expressed concern about lack of privacy now that these buildings have been constructed. She said that they have had to install blackout curtains in their home in order to be able to sleep, since the lights from the buildings are so bright. She noted concerns about construction and landscaping right up against her property line. She additionally noted that the property boundary markers/pins were graded underground and are no longer visible. She noted staff comments from the original approval that do not seem to have been addressed. These include a lack of proper screening around the trash area and lack of parking for guests. She additionally noted a chirping smoke alarm in one of the buildings that has been going off for two months. She noted that when she called the police, they advised her to be in touch with the City offices. Mr. Alden said that enforcement at the City level has been an issue and needs to be improved. He also said that the developer/owner should address the smoke alarm issue. Mr. Burke said that the surveyor can take a look at and replace boundary marker pins between Ms. Belyea's property and 41 Maple Street.

Mr. Alden said that they will defer to City administration to ensure that the conditions of the original application, approval, and City standards are met prior to issuance of certificates of occupation for the buildings. He said that he would like the DRB to continue discussing the issues around lighting, screening, and landscape plans.

MOTION by JOHN ALDEN, SECOND by ROBERT MOUNT, that the Development Review Board approve the minor site plan amendment for building elevation changes at 41 Maple Street, and approve an extension to the final PUD/subdivision approval to November 17, 2022. The motion passed 4-0.

6. OTHER DEVELOPMENT REVIEW BOARD ITEMS

Mr. Alden asked for an update on approving the proposed changes to the Land Development Code that were submitted to the City Council for consideration this summer. City Manager Mahony replied that there have been changes to the cannabis section that were made by the City Council, approved on September 14, 2022 and went into effect on October 6, 2022, which swap out the definitions section and the land use table. She noted that other components of the LDC changes are still in the City Council's hands for approval. She noted that the City Council has one year from the date of the Planning

Commission's public hearing on LDC changes (which was on August 4, 2022) to take action on those revisions.

City Manager Mahony said that the next meeting will be on December 14 and that they will hear two applications and an appeal for a denied home occupation application for Tier 1 cannabis cultivation.

7. ADJOURNMENT

MOTION by ROBERT MOUNT, SECOND by MAGGIE MASSEY, to adjourn the meeting. The motion passed 4-0.

The meeting was adjourned at 8:02 PM.

RScty: AACoonradt

Bike Walk Advisory Committee

Minutes

6:00 PM September, November 28, 2022

Draft Meeting Notes

November 28th 7PM Walking Meeting

Attendees: Micah Hagan, Mark Brislin, Aaron Todd, Chris Kline, Eric Bowker, Susan Grasso
(Local Motion)

Started at Lincoln St offices

Proceeded to the Lincoln/Central cross where the next RRFB installation is going in.

Visited the North St / Grove St crossing which was raised by a community member as a safety concern.

The crossing in question comes at the end of the Railroad walking path. It is a longer than average crossing distance combined with a oddly angled 4 way intersection where one of the road (North St) has no stop in one direction. There was some discussion about the intersection, and options raised included RRFB or curb reshaping. We need to get traffic volume numbers on the streets involved. Local motion may have further input regarding ideas. There was general agreement that the crossing was a potential safety concern.

The committee continued to inspect the Railroad walking path. It was found to be in good condition, and well lit.

The next stop was the train station. It was noted that there is a lack of bike parking there now. This should be noted as a potential opportunity to use BWAC funds to rectify. Local Motion may be able to assist there as well with planning/purchase.

The RRFB on Main Street was used and found to be working properly. The neighboring Dero Bike Repair station was checked and is in good working order as well.

There was some discussion regarding the bike racks near Firebird at 5 Corners as well as the planned Pocket Park.

The subject of State ARPA funds and the potential to use those to drive larger projects was raised. Discussion around the current situation with the lack of a significant bike path to meet up with the path that currently ends at Susie Wilson was mentioned as a potential area to focus on.

Bike Walk Advisory Committee

After that the group returned to the Lincoln street parking area.

There was a request to move back to in person/hybrid meetings going forwards if possible.

Next meeting is scheduled for December 19th at 7PM