



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

Online & 2 Lincoln St.
Essex Junction, VT 05452
Wednesday, September 11, 2024
6:30 PM

E-mail: admin@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6944

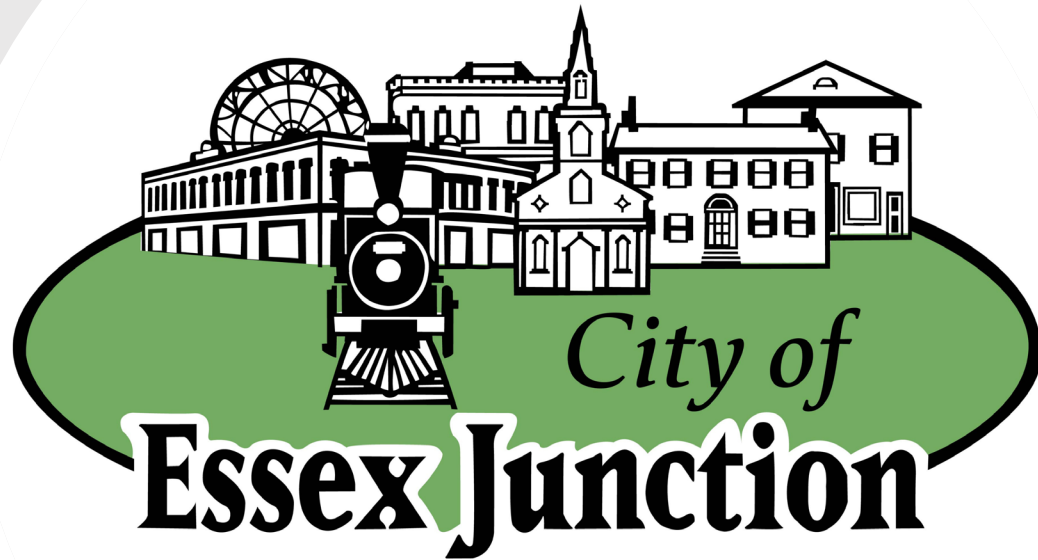
This meeting will be in-person at 2 Lincoln Street and available remotely. Options to watch or join the meeting remotely:

- **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
5. **RECOGNITION**
 - a. Moment of Silence in Observance of 9/11
6. **BUSINESS ITEMS**
 - a. Development Review Board Update and Presentation
 - b. Discussion and Consideration of Establishing a Governance Committee
 - c. *Discussion and Consideration of and Executive Session to discuss Personnel
 - d. **Discussion and Consideration of and Executive Session to discuss a Contract
7. **CONSENT ITEMS**
 - a. Approve Meeting Minutes: August 28, 2024
 - b. Approve Road Closure for Pleasant Street Block Party
 - c. Approve Banner Application for the Connect the Junction Project
 - d. Approve Iroquois Avenue Waterline and Road Reconstruction Design and Construction Services
8. **COUNCIL MEMBER COMMENTS & CITY MANAGER REPORT**
9. **READING FILE**
 - a. Check Warrant #24053 09/06/2024
 - b. Regional Boards and Committees Minutes Memo
 - c. August Financial Report
 - d. Global Foundries Battery Application – Response to Noise Questions
 - e. Information on Green Mountain Transit’s Service Reduction Plan and Public Meetings
 - f. Lake Champlain Chamber of Commerce 2024 Annual Report
 - g. BWAC Minutes 8/19/24
10. **EXECUTIVE SESSION**
 - a. * An Executive Session may be needed to discuss Personnel – City Manager Evaluation
 - b. ** An Executive Session may be needed to discuss a Contract - CVE
11. **ADJOURN**

**CITY OF ESSEX JUNCTION CITY COUNCIL
MEETING AGENDA September 11, 2024**

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



DEVELOPMENT REVIEW BOARD

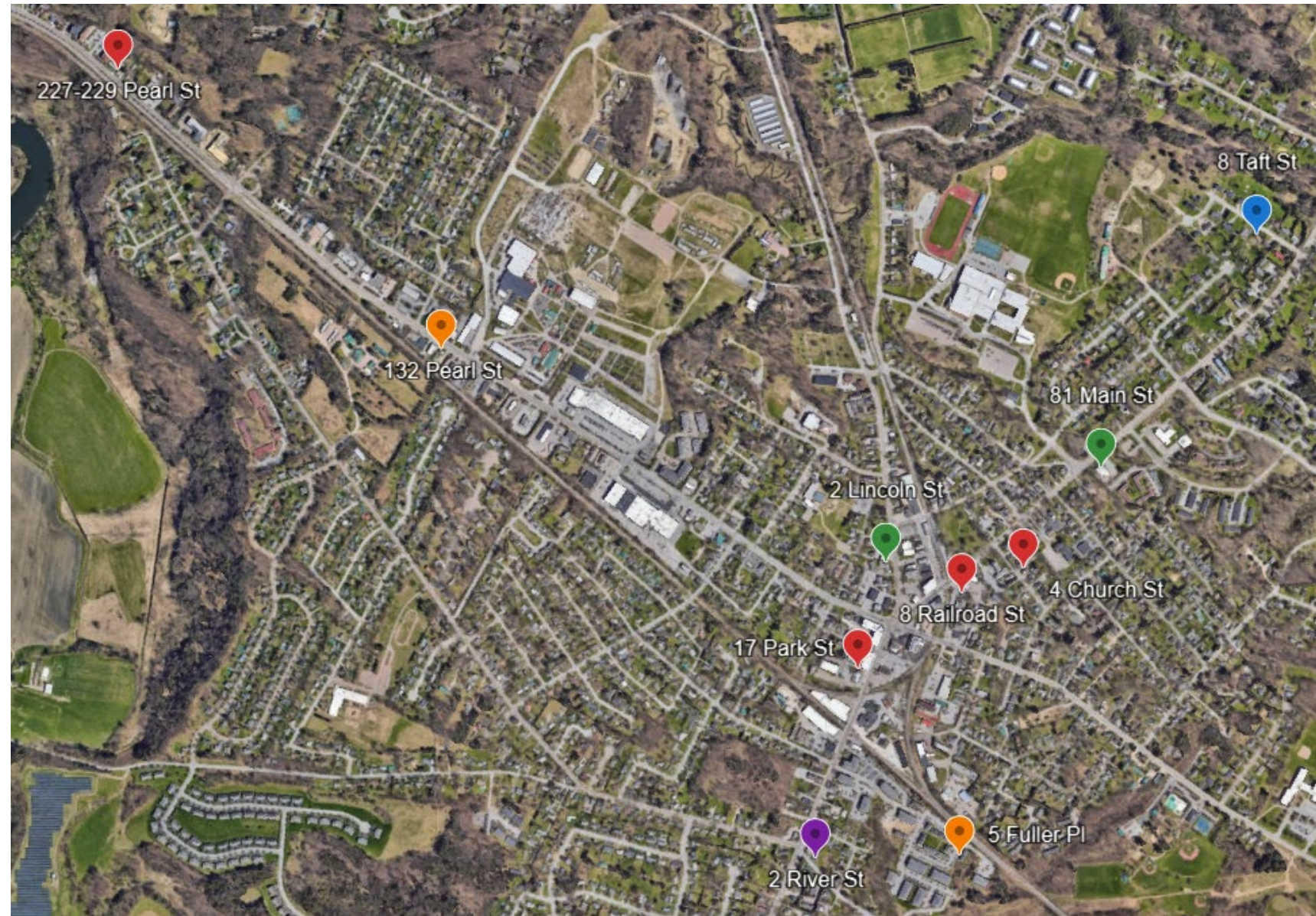
PROJECT SUMMARY

SEPTEMBER 2023 – SEPTEMBER 2024

Project Locations

Legend

- Blue: Zoning Administrative Appeal
- Green: Design Review
- Purple: Subdivision
- Orange: Conceptual Site Plan Review
- Red: Conceptual & Final Site Plan Review



BY THE NUMBERS

- Conceptual Site Plans Reviewed: 6
 - Approved: 6
 - Denied: 0
- Final Site Plans Reviewed: 4
 - Approved: 4
 - Denied: 0
- Zoning Appeals: 2
 - Upheld decisions: 1
 - Overturned: 1
- Design Review Decisions: 2*
- New housing units approved: 167
- New commercial spaces approved: 2

*includes staff approved sign permit that was brought to DRB for LDC interpretation



8 RAILROAD ST

- 5/18/23: Reviewed conceptual site plans for three-story mixed-use building with 34 dwelling units.
- 7/20/23: Denied conceptual site plan revision.
 - Revised to four-story, residential only with 34 dwelling units.
 - Plans were denied due to fifteen-foot buffer requirement.
- 9/21/23: Approved conceptual site plan revision.
 - Revised to increase number of dwelling units to 39.
- 4/18/24: Approved final site plans.



132 PEARL ST

- 9/21/23:
 - Approved conceptual site plans for four-story, 18-unit residential building.
 - This project did not advance to the final site plan due to change of ownership.



2 RIVER ST

- 12/19/23:
 - Approved final subdivision plat:
Lot 1 to retain existing single family dwelling, Lot 2 to be a single family dwelling.



17 PARK ST

- 12/19/23:
 - Approved conceptual site plans for a five-story mixed-use building with two commercial units and 52 dwelling units.
- 4/18/24:
 - Approved final site plans.



4 CHURCH ST

- 2/15/24:
 - Approved conceptual site plans for the conversion of an existing duplex into a triplex.
- 3/21/24:
 - Approved final site plans.



2 LINCOLN ST

- 2/15/24:
 - Approved design review proposal for updates to Lincoln Hall in accordance with the design review and historic preservation criteria for the Village Center.



5 FULLER PL

- 3/21/24:
 - Approved conceptual site plans to demolish existing six-unit residential building and construct a 32-unit apartment building.



227-229 PEARL ST

- 4/18/24:
 - Approved conceptual site plans for an apartment building with 39 dwelling units.
- 6/20/24:
 - Approved final site plans.





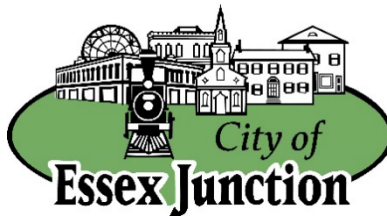
THANK YOU!



MGIGUERE@ESSEXJUNCTION.ORG



[HTTP://WWW.ESSEXJUNCTION.ORG](http://WWW.ESSEXJUNCTION.ORG)



MEMORANDUM

To: City Council

From: Regina Mahony, City Manager

Meeting Date: September 11, 2024

Subject: Discussion & Consideration of Establishing the Governance Committee

Issue: As required by the City Charter, a Governance Committee needs to be established within three years after the approval of the first City Charter by the Legislature.

Discussion:

The City Charter requires the council to appoint a special commission to study governance considerations. As stated in the City Charter: "Within three years after the approval of this charter by the Legislature, the Council shall appoint a special commission to study governance considerations such as, but not limited to, form of government, election of officials at-large or through wards or districts, governing body composition, term of office, term limits, and councilor compensation."

Attached is a draft of the Purpose State for this limited time Governance Committee for the Council's consideration.

The work of this Committee may result in recommended charter changes, therefore a suggested deadline for this work would be in time to get these changes in front of the voters on the 2026 Annual Meeting ballot. Therefore, the suggestion is to complete the work by November 1, 2025.

As discussed at the August 28, 2024 Council meeting, because this is a very specific mission and not intended to be a long-standing Committee, I don't believe there are any existing Committees that we should consider merging or consolidating with this one.

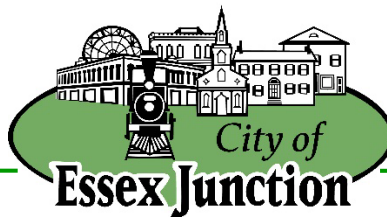
It is recommended that the Council review the draft Purpose Statement for the Governance Committee, suggest edits and/or ask staff to research outstanding questions, and ultimately reach consensus and an affirmative vote on a final document so that we can begin to recruit members for appointments at upcoming meetings. Depending on when everything is finalized, it is possible that a first meeting could be held as soon as November.

If consensus is reached on a final Purpose Statement tonight, the following is the recommended motion:

Recommended Motion:

"I move that we adopt the Governance Committee Purpose Statement with Council suggested edits."

Attached: Draft Purpose Statement for the Governance Committee



Governance Committee
Purpose Statement
Approved by the City Council: September X, 2024

PURPOSE

The Governance Committee shall represent the best interests of the City and its residents by serving in an advisory capacity to the City Council for the purpose of studying governance considerations for the City such as, but not limited to, form of government, election of officials at-large or through wards or districts, governing body composition, term of office, term limits, and councilor compensation.

MEMBERSHIP

The City Council will appoint the members of the Governance Committee. Members shall be residents of the City of Essex Junction. The Governance Committee shall consist of 7 to 9 voting members to include two City Council members.

TIMELINE & TERM LENGTH

It is anticipated that the Governance Committee's work may result in recommended charter changes. The intent is to prepare these charter changes in time for them to be brought to the voters on the 2026 Annual Meeting ballot. Therefore, the work of the Governance Committee shall be complete and submitted to the City Council no later than November 1, 2025.

There may be additional work beyond this timeline to help with public outreach and engagement associated with any potential charter changes.

This will be a limited time Committee, to be established as soon as a minimum of 7 members can be appointed, and it will be dissolved upon completion of the work listed herein. Member terms shall be for the full length of time this time limited Committee is in existence.

OFFICERS

Officers of the Governance Committee shall be a Chairperson, Vice Chairperson, and Secretary. No two offices may be held by the same person. The officers shall be chosen at the first meeting of the Committee. The Chairperson shall preside at meetings of the Governance Committee. The Vice Chairperson shall fill in the duties for the Chairperson in their absence. The Secretary shall keep a record of the meetings in the form of minutes.

VOTING

Each member shall be entitled to one vote. Approval of any matter requires an affirmative vote from a quorum of the body which is 4 or 5 members.

MEETINGS OF MEMBERS

The Governance Committee shall meet as needed to achieve the work as stated herein within this limited time period; this may include sub-Committee work. A schedule should be established by the Governance Committee at its first meeting.

All Governance Committee meetings, votes, and actions shall follow the laws of the State of Vermont. The Governance Committee is an advisory body.

DRAFT



MEMORANDUM

To: City Council

From: Regina Mahony

Meeting Date: September 11, 2024

Subject: Executive Session for Annual Evaluation of the City Manager

Issue:

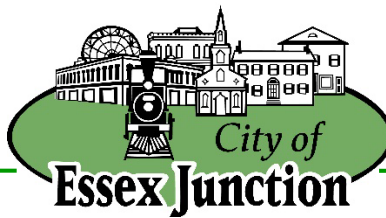
The issue is whether the City Council will enter executive session to discuss the evaluation of the City Manager.

Discussion:

To have a complete and thorough discussion about this topic, an executive session may be necessary. The evaluation of an employee can be a protected discussion.

Recommended Motion:

"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 the City Manager."



MEMORANDUM

To: Essex Junction City Council
From: Regina Mahony, City Manager
Meeting Date: September 11, 2024
Subject: Executive session for a contract

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

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

Cost: N/A at this time

Recommendation:

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

Motion #1

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

Motion #2

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

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**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING
MINUTES OF MEETING
August 28, 2024**

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

ADMINISTRATION: Regina Mahony, City Manager; Brad Luck, EJRP Director; Chelsea Mandigo,
Water Quality Superintendent; Jess Morris, Finance Director; Chris Yuen,
Community Development Director.

OTHERS PRESENT: Christine Gaynor-Patterson, Tim Shea, Jeanne, Resa.

1. **CALL TO ORDER**

City Council President Chawla called the meeting to order at 6:30 P.M. He said that in previous City Council meetings members of the public have made racist and anti-Semitic comments and that these comments have disrupted presentations that were made during the public comment period. He said that the City Council does not condone such language and opposes it. He said that such comments are deeply harmful and are entirely inconsistent with the community's values. He said that while it is not possible to prevent harmful speech during public comments, the Council will continue to condemn such comments publicly.

2. **AGENDA ADDITIONS/CHANGES**

City Council Manager Mahony noted that they will table the executive session and that there are some amendments to the minutes from the August 14, 2024 City Council meeting, and requesting pulling the minutes out of the consent agenda and placing them on the deliberative agenda as Item #5g.

3. **APPROVE AGENDA**

Councilor Haney made a motion, seconded by Councilor Miller, to amend the agenda as noted above. The motion passed 5-0.

4. **PUBLIC TO BE HEARD**

a. Comments from public on items not on the agenda

Resa spoke about the Champlain Valley Expo (CVE) in the context of the Champlain Valley Fair. She noted that CVE is charging \$70 per day for use of a scooter and \$25 per day for use of a wheelchair, which is not community-minded or assistive-minded and makes CVE further seem like a business. She also spoke about how Brad Luck drafted purpose statement for the Recreation Advisory Committee (RAC), which seems like a conflict of interest. She further noted that the purpose of the RAC should not be to provide unpaid labor for any department, nor should it be to find other unpaid labor.

5. **BUSINESS ITEMS**

a. Discussion on Development of the Stormwater Utility

Water Quality Superintendent Mandigo began by setting context for this discussion. She noted that prior to separating from the Town of Essex, the capital for stormwater in the City was largely funded through the Town's Stormwater Capital Fund, despite still having separate stormwater permit requirements. She said one outcome of separation is that the City lost its funding source for stormwater capital. She said that the current "bare bones" operating budget for stormwater is situated in the General Fund, which isn't moving the City forward in implementing its permit requirements, which has some deadlines that need to be met in the next several years. She said that when she presented the FY25 budget, she also presented an alternative budget for moving forward on stormwater projects and permit implementation through the use of a stormwater utility. She said that over the past 9 months they engaged a consultant to help plan for setting up a stormwater utility.

55 Water Quality Superintendent Mandigo provided an update on the planning for setting up a stormwater utility.
56 She provided a summary of what stormwater management is, how it is currently funded, how fees for a utility
57 would be calculated, and what projected draft rates could look like for the City. She spoke about the City's
58 Municipal Stormwater Separate Storm System (MS4) permit, which is a permit mandated by the State for the
59 City, and which contains requirements for reducing stormwater runoff entering local waterways into Lake
60 Champlain. She spoke about how stormwater-related capital is being funded through the General Fund,
61 which means it's also competing with other General Fund capital priorities, and that tax-exempt properties
62 don't contribute to funding stormwater management. She noted that a stormwater utility is a way to provide
63 fair, equitable, and stable funding for stormwater management, and that it would be funded through
64 stormwater user fees (similar to water and sewer fees). She spoke about the example properties (single
65 family residential properties, commercial properties, and tax-exempt properties) in the context of stormwater
66 fees. She spoke about credits that non-single-family properties can access through an application process
67 and apply toward their stormwater fees if they have stormwater treatment practices. She said that in order to
68 establish a stormwater utility, the City would have to create a stormwater utility ordinance that would need to
69 go through the public hearing process.

70
71 Councilor Haney asked how many properties would be considered to have a high equivalent unit rate (which
72 would increase the cost of their fee). Water Quality Superintendent Mandigo replied that it is less than one-
73 fourth of the properties that would be assessed a rate. She said that this presentation is intended to be the
74 kickoff for a potential stormwater utility and that they are working to develop an outreach plan. Councilor
75 Haney asked whether this is a separate process than for the 3-acre property permit requirements. City
76 Manager Mahony noted that the 3-acre permit requirements are for larger properties that were developed
77 prior to stormwater regulations for private development, and they are currently being brought into the State's
78 stormwater permitting system and will need to address those requirements themselves. She said that the
79 City's stormwater management requirements are for a much larger area and have existed for quite some
80 time. Councilor Haney confirmed that if stormwater capital is moved out of the General Fund and funded
81 through fees, it will have an impact on lowering the tax rate (though it will not likely mean an overall cost
82 reduction for residents).

83
84 Councilor Certa asked how this would change from current funding. City Council President Chawla noted
85 that this will also impact properties that don't currently pay property taxes, which is different than current
86 state. He added that this would also allow for further investment and funding in stormwater capital. Councilor
87 Certa asked how often impervious surface calculations will be adjusted, given future development. Water
88 Quality Superintendent Mandigo replied that they are still working out details for future maintenance with the
89 consultant. Councilor Certa asked if there are any current stormwater regulations (absent an ordinance for a
90 utility), and Water Quality Superintendent Mandigo replied that there are currently requirements in the Land
91 Development Code (LDC), though there is room for improvement. Councilor Certa asked if costs would go
92 down if more users are added to the utility through increased development, and City Manager Mahony replied
93 that it is possible in theory, though the City has aging infrastructure that also needs to be repaired and
94 maintained.

95
96 b. Department Head Brief to Council, Chris Yuen, Community Development Director

97 Community Development Director Yuen provided a brief summary of the activities in the Community
98 Development Department over the last six months and what the Department is looking forward to in the next
99 six months. He spoke about the department's work in 2024 to expand the Neighborhood Development Area
100 designation in the City and the implications and benefits of that state designation, he spoke about
101 development review activity for 2024 so far (77 permits and 8 site plan applications, which are expected to
102 lead to construction of up to 164 residential units and commercial space), an initial proposal for a rental
103 registry and inspection program, improvements to enforcement processes, feedback to legislators through
104 the 2024 legislative session, a round of LDC amendments, staffing the Bike Walk Advisory Committee, a
105 new City Planner, and obtaining a grant for emerald ash borer beetle remediation. He spoke about activities
106 for the next six months for the department, which include resuming work on Main Street Park, Amtrak Station
107 renovation, further work on the "Connect the Junction" Transit-Oriented Development Master Plan, and Pearl

108 Street short-term multi-modal improvements. He said that given these projects, the department is likely to
109 have limited capacity to take on additional new projects next year, but welcomes feedback from the Council
110 on priorities. Councilors thanked the department for their continued work on multiple co-occurring projects.
111

112 Councilor Certa asked about future staffing needs for the department, particularly around the lack of a code
113 enforcement officer. He also asked for feedback on the Health Officer role and call volume. Director Yuen
114 replied that the Health Officer position is separate from much of the Community Development Department's
115 purview, and noted that call volumes for the Health Officer tends to ebb and flow. He said that in terms of
116 other enforcement items and potential gaps given the lack of an enforcement officer, there are some equity
117 issues when the City is focused on a complaints-based system and giving attention to just those complaints.
118 He said the solution could come down to reviewing the City's overall enforcement goals. He said that the City
119 is still able to focus on priority enforcement items with its current staff, though it has to prioritize what has the
120 strongest impact. He said that the current staff size is challenging, but that this is a common challenge across
121 small municipalities, and said that as long as they are able to prioritize important items, they are able to
122 achieve quite a lot.
123

124 Councilor Thibeault asked if there has been a noticeable change in the number of permits being pulled, and
125 Director Yuen replied that it is relatively consistent, though there are some changes in the types of permits
126 being pulled.
127

128 City Council President Chawla thanked Director Yuen and the department for the work on the multi-modal
129 improvements for Pearl Street, and acknowledged their hard work (along with the Planning Commission) on
130 the rental registry proposal. He said that they will keep the discussion on this particular topic moving forward.
131

132 c. Discussion Regarding City Committees

133 City Manager Mahony said that this discussion is generally about nimbleness for recruitment and right-sizing
134 committees, given varying degrees of interest for each. She said that they have thus far adjusted committee
135 sizes when necessary, which has worked well. She said that as they begin discussions about a RAC and an
136 ad hoc Governance Committee, it is also important to look holistically at the City's existing committees to
137 determine subject matter and activity overlap. She also spoke about the importance of increasing
138 collaboration and communications both between the committees and between the committees and City
139 Council, specifically noting the development of a process for committees to provide feedback during the
140 strategic planning process. She also spoke about potential new committees, as needs are being identified
141 through inventorying potential projects as part of the City Council's strategic planning work.
142

143 City Council President Chawla noted that capacity is always an issue given the limited time of volunteers,
144 and asked whether it could be possible to explore the creation of subcommittees of existing committees to
145 handle new policy priorities. He also asked staff to continue keeping a diversity, inclusion, and equity lens in
146 this discussion, if a proposal moves forward to remove the DEI Committee from the list of potential new
147 committees. He also asked whether there are opportunities to partner with border municipalities on some of
148 these priority policy areas.
149

150 Councilor Haney said she would be reluctant to support removing the DEI Committee from the list of proposed
151 new committees unless the Council has a strong commitment to oversee and implement its own DEI
152 processes and ensuring staff is being held accountable to DEI processes. She suggested looking at how
153 Winooski is implementing DEI processes from the Council level downward throughout the City. She spoke
154 about the proposed Downtown Economic Development Committee and the note that a volunteer effort could
155 start sooner than a formal committee. She said that there has been grassroots activity occurring in this area
156 and asked what a volunteer effort would look like and how it would interface with the City. City Council
157 President Chawla said it is important to understand the community's priorities in these areas but also
158 recognizing that staff resources are limited, and that if priorities are identified, resources need to also be
159 identified or created. Councilor Haney said that there are many discussions that could occur before forming
160 a committee. City Council President Chawla said that if a volunteer group forms, it will be important for them

161 to recruit inclusively and from a diverse pool, and to try and recruit members who haven't necessarily been
162 engaged in the past.

163
164 Councilor Certa agreed with Councilor Haney, and said he would have a hard time delaying the formation of
165 a committee if the pillars in the strategic process highlight that it is a priority for the City. He said that they
166 could leverage a volunteer effort to begin work on downtown economic development, if it means putting focus
167 on the pillars and priorities that came out of the strategic planning process. He said they should have an
168 honest conversation around staff capacity, so that that can inform upcoming years' budget discussions. He
169 also suggested exploring ways to regionalize a DEI Committee, but agreed with Councilor Haney's
170 suggestion to formalize having a DEI lens in work going forward. He also spoke about assertions about
171 difficulty filling seats on the Housing Commission, saying that it could potentially be a subgroup of the
172 Planning Commission. He said that he isn't sure if a Policy and Ordinance Committee is necessary or whether
173 it could be a working group. He asked for more feedback on whether a Community Engagement Committee
174 is necessary. He also said that an Energy Committee could be a subgroup of the Planning Commission. City
175 Manager Mahony agreed that a lot of the work of these potential committees is already going on, and said
176 that the work on the strategic plan's priorities and pillars will still occur even if a formal committee isn't formed.
177

178 Councilor Miller said that with respect to a volunteer effort for downtown economic development, he would
179 hate to see that group put in effort that would then be stalled by a lack of staff capacity to implement
180 recommendations.

181
182 d. Presentation and Discussion of Overview of Essex Junction Recreation and Parks

183 City Manager Mahony said the purpose of this is to provide an overview of how EJRP is structured and
184 functions. Director Luck provided a history of EJRP, noting that it was housed in the School District until it
185 was dissolved, at which time it came back to being housed under the municipality. He noted that EJRP has
186 two major funds. He said that the General Fund provides support for administration, parks and facilities and
187 maintenance, buildings, and a capital budget, and noted that the General Fund budget is net \$1.4 million and
188 12.6% of the total General Fund budget. He noted that the Program Fund is paid for by user fees, which
189 includes administration, the pool facilities, parks and facilities, a significant number of recreational programs,
190 community events, afterschool childcare, preschool, and summer day camps. He noted that the total program
191 fund budget is \$3.8 million and contains 20 FTEs. He noted that users of programs bear the brunt of cost
192 and that non-users don't have to contribute involuntarily to these costs. He noted that surplus revenue is
193 reinvested in programs, community events, and staffing to support them. He noted that General Fund budget
194 planning begins 10 months prior to a new fiscal year, and 22 months before some programs even would
195 need to have been anticipated. He noted that EJRP has to be regional in order to be flexible with the capacity
196 it has. He spoke about EJRP's Capital Fund, which has existed since 2002. He noted that EJRP's overall
197 funding split is 73% Program Fund and 27% General Fund, noting that the industry average is the inverse of
198 this.

199
200 Councilor Certa asked about the strategy for being nimble and flexible in forming new programs for the
201 community. Director Luck replied that they identify the wants and needs of the community, hearing feedback
202 from individual residents, and outreach from local vendors and contractors. He spoke about the particular
203 example of creating a driver's education program. Councilor Certa asked about the process or policy for
204 prioritizing residents in regional programming (such as a basketball league). Director Luck replied that
205 residents aren't prioritized in regional programming and that prioritization hasn't been necessary.
206

207 Councilor Miller asked about the management of facilities and the balance for what EJRP needs to
208 accomplish for recreation and what the City needs to accomplish for buildings. Director Luck replied that this
209 is an ongoing conversation among staff leadership. He said that operations were not negatively impacted
210 when staff moved to 2 Lincoln Street, though it did put some strain on staff at certain points.
211

212 City Council President Chawla asked about EJRP's priorities. Director Luck replied that their priority is
213 facilities, including indoor gym space and field space, in order to continue high-quality programming. He said

214 that a facility feasibility study is in the works, and that they also welcome a Recreation Advisory Committee
215 (RAC). He also noted that the court spaces within Essex Junction are in need of renovation.
216

217 e. Discussion and Consideration of the Recreation Advisory Council

218 Director Luck noted that this proposal is an initial draft, and is based on the previous RAC, in terms of roles
219 and responsibilities. Councilor Haney noted that the last RAC members were extremely involved, and asked
220 whether that expectation carries forward into this iteration of the group. Director Luck replied in the
221 affirmative, saying that if the Council supports it, it should be an expectation for future volunteers. Councilor
222 Haney asked if there should be a requirement that members use programming and facilities. Director Luck
223 replied that the RAC could have a requirement that each member represents a different program, but noted
224 that this isn't a requirement of any other committee. City Council President Chawla said it would be good to
225 incorporate how members influence programming and decisions about EJRP and its programs. Director Luck
226 spoke about how user feedback is incorporated into EJRP's operations and processes, and said that this
227 committee could serve as another point of feedback.
228

229 Councilor Certa said he would like to see the members of the RAC attend programming in order to obtain
230 feedback from users. He said that he appreciates the proposal for a youth representative of the group and
231 said he would also like to see a proposal for a senior representative for the group. He asked if the proposed
232 bi-monthly periodicity is sufficient. Director Luck replied that meeting more than this may not be necessary,
233 but that the group could be flexible enough to schedule additional meetings if items arise.
234

235 The Council discussed the specifics of the proposal itself. City Council President Chawla said he would be
236 fine with bi-monthly meetings, would suggest a two-year term on a fiscal year basis, and would have five
237 adults and two youth members. Councilor Thibeault agreed with these proposals. Councilor Miller said he
238 would like to see more than one report-out to the City Council per year. Councilor Haney suggested
239 staggering terms to avoid significant turnover on the committee. Councilor Certa requested having at least
240 one senior member as one of the adult members, and suggested having shorter terms for youth (potentially).
241 Councilor Thibeault suggested framing recruitment as wanting a wide variety of applicants, rather than getting
242 to a level of specificity for the number of members from each group.
243

244 The following public comments were received:

- 245 • Christine Gaynor-Patterson said that this committee seems more like a workgroup than an advisory
246 committee, and encouraged the Council and the City to examine the purpose and function of this (and
247 other) committees. She also emphasized infusing equity into each committee, rather than creating a
248 DEI committee.
- 249 • Resa agreed with Ms. Gaynor-Patterson. She said that this committee proposal seems like a
250 recreational ambassadorship committee. She also said the City should continue to explore
251 regionalizing its programming.
252

253 Director Luck said that regardless of committee composition, the Council should explicitly note if it wants a
254 youth member to serve on the committee, given that that is unique and not normal for other City boards and
255 committees. Councilor Haney suggested designating seven members with one designated as a youth
256 member. Councilor Certa said that in order for this to be an effective advisory committee, it needs to do
257 outreach and needs to be available for feedback, which should be explicit in the proposal's focus. Director
258 Luck suggested an edit to emphasize this point. City Manager Mahony summarized deliberations, which
259 included a two-year term, bi-monthly meetings, a composition of seven members with a minimum of one
260 youth member, that the group be called a committee, that terms are July 1 – June 30, that members are
261 residents of the City, that the focus of the group be edited to include "to engage", and that four votes are
262 required for an affirmative vote, and four members are required for a quorum. The Council agreed that they
263 can begin recruiting for this imminently.
264

265 **Councilor Miller made a motion, seconded by Councilor Haney, to adopt the Essex Junction**
266 **Recreation and Park Advisory Committee purpose statement with the Council’s suggested edits. The**
267 **motion passed 5-0.**

268
269 f. *Discussion and Consideration of an Executive Session to discuss a Contract
270 This agenda item was tabled.

271
272 g. Approve Meeting Minutes: August 14, 2024
273 City Manager Mahony recommended an edit under Item #4a (Public to be Heard) to read: “Steven Eustis
274 spoke about four properties on South and West Streets not mowing grass along the sidewalks...He
275 suggested that the City mail letters to property-owners on Wilkinson, Tyler, and Hayden Drive who have
276 Planning Commission-required ash street trees on their properties that are along the sidewalk to notify them
277 that they should take the trees down.”

278
279 **City Council President Chawla made a motion, seconded by Councilor Haney, to approve the August**
280 **14, 2024 minutes as amended. The motion passed 5-0.**

281
282 **6. CONSENT ITEMS**

- 283 a. Approve Meeting Minutes: August 14, 2024 **now Business Item #5g**
284 b. Letter of support for Manager for the VT Local Government Institute

285
286 **Councilor Thibeault made a motion, seconded by Councilor Certa, to approve the consent agenda as**
287 **presented. The motion passed 5-0.**

288
289 **7. COUNCILOR COMMENTS & CITY MANAGER REPORT:**

290 City Manager Mahony noted that the Second Annual Greatest Tree Contest is being hosted by the Tree
291 Advisory Committee, noting that nominations are open from September 1 to September 30 online and
292 through a paper form. She noted that Water Quality Superintendent Mandigo hosted a tour of the Water
293 Resource Recovery Facility for the Williston Selectboard.

294
295 **8. READING FILE**

- 296 a. Check Warrant #24052 08/23/2024
297 b. Williston Wastewater Capacity Purchase
298 c. FY24 Restorative Justice Report
299 d. PCAB Minutes 07/16/2024

300
301 **9. EXECUTIVE SESSION**

- 302 a. *An Executive Session may be needed to discuss a Contract
303

304
305 **10. ADJOURN**

306
307 **City Council President Chawla made a motion, seconded by Councilor Haney, to adjourn the meeting.**
308 **The motion passed 5-0 at 9:38 P.M.**

309
310 Respectfully Submitted,
311 Amy Coonradt

City of Essex Junction, VT
Application to Close or Obstruct a Street

I/we hereby make application, as required by the City of Essex Junction, Vermont, to close or obstruct a City street.

CONDITIONS:

1. On the attached form, provide unanimous consent signatures of the households and businesses that abut the section of street to be closed or obstructed. Return the signature form with your completed application to the City Office, 2 Lincoln Street, Essex Junction, VT 05452.
2. Work with the Public Works Director. (878-6942 or 878-6944) to obtain road signs to warn drivers of road closing. The applicant will be responsible for picking up the signs from the Public Works garage, erecting the signs and returning them to the Public Works garage in a timely manner.
3. Maintain a twelve-foot clear road in the center of the street in case of emergency.
4. Remove any obstructions immediately if emergency vehicles need to use the street.

Street(s) section to be closed: Pleasant from East to Park Pl.

Purpose: neighborhood block party

Date: Sept. 14 or 15 (rain date) Hours: 12 pm to 6 pm updated 9/3/24 per B. Meyer.

Bridget Meyer
Name (please print)

28 Pleasant St.
Address

bridgetdowneymeyer@gmail.com
Email Address

Phone #: 802-881-2721

Bridget Meyer
Signature

FOR COMPLETION BY STAFF

The following have been contacted by City Staff and advised of this event.

Police Yes Date: 8/30/24 Fire Yes Date: 9/2/24 Public Works Yes Date: 8/30/24

Comments: East Street needs to be left open so traffic can get out to Maple St. per PD

Application approved by the City Council on (date): _____



APPLICATION TO CLOSE OR OBSTRUCT A STREET



We, the undersigned, acknowledge that (street name) Pleasant from East to Rte 71 will be closed to traffic on (date) Sept. 14 or 15 (road) between the hours of _____ and _____ for the purpose of a block party.

NAME (Please print)	SIGNATURE	STREET ADDRESS	PHONE #
Bridget Meyer	<i>[Signature]</i>	28 Pleasant	802-881-2724
DANIELE WOLF	<i>[Signature]</i>	29 EAST ST.	(802) 238-0548
Julie Williamson	<i>[Signature]</i>	29 Pleasant St	(978) 501-0614
Emily Mack	<i>[Signature]</i>	22 Pleasant st.	(802) 881-4980
Maggie Massey	<i>[Signature]</i>	48 Pleasant St	404 697 2812
ANDREW KOLOVOS	<i>[Signature]</i>	23 Pleasant St	802-373-4736
Maura Collins	<i>[Signature]</i>	43 Pleasant St.	802.598.8036
Meaghan McFadden	<i>[Signature]</i>	45 Pleasant St.	802-881-3040
Michelle Pavacka	<i>[Signature]</i>	31 East St.	802-598-4938
Jennifer Crawford	<i>[Signature]</i>	10 ARLINGTON ST	802 233 1982



APPLICATION TO CLOSE OR OBSTRUCT A STREET

We, the undersigned, acknowledge that (street name) _____ will be closed to traffic on
 (date) _____ between the hours of _____ and _____ for the purpose of a block
 party.

NAME (Please print)	SIGNATURE	STREET ADDRESS	PHONE #
Elysha Wiest		2 Park Avenue	5038304336
Evan Kennedy		2 Park Avenue	8022227047



**APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT
FLAGS IN THE VILLAGE OF ESSEX JUNCTION**

Please Print

Applicant's Name: Community Development Department

Organization: City of Essex Junction

Tax Exempt #: Yes Non-Profit: X Yes No

Address:
2 Lincoln St, Essex Junction 05452

Phone: 8028786944 x 1607 Email: cyuen@essexjunction.org

Application for: Street BannerX Gas Lamp Banners Event Flags


Message and dimensions: Information related to the Connect the Junction Transit

Oriented Developmentmaster plan project. . Max dimensions 3.5 x 30 ft

Locations you would like the event flags displayed: Over Park St.

September 16-20 2024 AND September 30-Oct 4, 2024

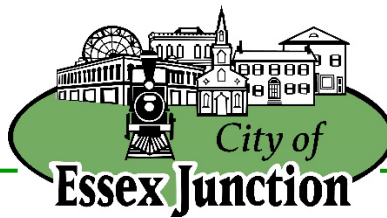
I certify that the above-described banner(s) or event flags have been constructed in accordance with the specifications noted.

Signed:  Chris Yuen-
Community Development Director Date: September 4, 2024

Please return completed application to the Manager, Village of Essex Junction,
2 Lincoln Street, Essex Junction, VT 05452.

OFFICE USE ONLY

Insurance Certificate received: N/A Yes No
Liability Waiver received: N/A Yes No Waiver signed: Yes X No
\$250 fee received: N/A Yes No
Application complete: X Yes No



MEMORANDUM

To: City Council
From: Regina Mahony
Meeting Date: September 11, 2024
Subject: Approve Iroquois Ave Waterline Engineering Services

Issue: To authorize the City Manager to approve the engineering services for the Iroquois Avenue Waterline Replacement and Road Reconstruction project.

Discussion: As explained in the attached letter, we are prepared to move forward with the engineering services associated with the Iroquois Avenue Waterline Replacement and Road Reconstruction project. This project is for the replacement of the existing municipal waterline along Iroquois Avenue from South Summit Street to Orchard Terrace, including a connection along Algonquin Avenue from Iroquois Avenue to Cherokee Avenue, as well as the full roadway reconstruction of Iroquois Avenue from South Summit Street to Park Street. This project is in the Capital Plan as project "PPP".

Procurement of Hamlin Engineering's services for this work falls under the following Procurement Policy section:

"PROFESSIONAL SERVICES. The bid process shall not apply to the selection of providers for services that are characterized by a high degree of professional judgment and discretion including legal, financial, auditing, risk management, engineering, planning, and insurance services."

Cost: Estimate of \$383,730 as included in the capital plan project cost estimate

Recommended Motion:

"I move that the City Council authorize City Manager, Regina Mahony to authorize Donald L. Hamlin Consulting Engineers, Inc. to move forward on engineering and construction supervision services for the Iroquois Avenue Waterline Replacement and Road Reconstruction project."

Attachments:
Authorization Letter

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

Please reply to:

P.O. Box 9
Essex Junction
Vermont 05453

136 Pearl Street
Essex Junction, Vermont

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

August 23, 2024

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

Re: Iroquois Avenue Waterline Replacement and Road Reconstruction

Dear Ms. Mahony:

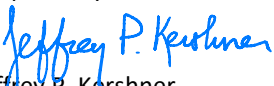
In accordance with your email dated April 30, 2024, forwarded to us by the Public Works Superintendent on May 3, 2024, authorizing us to proceed with the Iroquois Avenue Waterline Replacement and Road Reconstruction project, please accept this letter as confirmation that we will provide topographic survey and engineering design services related to the replacement of the existing municipal waterline along Iroquois Avenue from South Summit Street to Orchard Terrace, including a connection along Algonquin Avenue from Iroquois Avenue to Cherokee Avenue, as well as the full roadway reconstruction of Iroquois Avenue from South Summit Street to Park Street utilizing innovative construction methods. The project is further described in the City of Essex Junction Capital Projects Construction Cost Estimates as project PPP, dated August 17, 2023. We will prepare a complete set of plans with details and complete bid documents to allow the project to be put out to bid. It is our understanding that the City would like to be prepared to put this project out to bid during the first half of 2025 so that construction may occur in the 2025 construction season.

We will also provide bid phase and construction supervision services for this project. We will make plans available for bidders, manage the bidding process, and provide construction inspection and testing services, including the preparation of record drawings for this project. We anticipate that construction will be substantially complete in the fall of 2025 if started early in the 2025 construction season.

We estimate the fee for these services is \$383,730. This is the amount included as part of the capital estimate, adjusted from 2018 to 2024 using ENR construction cost indices. If you find this acceptable, please sign in the space provided below.

As always, we welcome this opportunity and look forward to working with the City of Essex Junction to guide this important project to successful completion.

Respectfully,


Jeffrey P. Kershner
President

cc: Jess Morris

Accepted and Approved: _____

Regina Mahony, City Manager

Date

WATER SUPPLY & DISTRIBUTION
STORMWATER MANAGEMENT
CONTRACTOR SERVICES
STREETS & HIGHWAYS

MUNICIPAL ASSISTANCE
SITE DEVELOPMENT & SUBDIVISION
RECREATION FACILITIES & SKI AREAS
WASTEWATER COLLECTION & TREATMENT

AGRICULTURAL ENGINEERING
PERMITTING ASSISTANCE
RESIDENT ENGINEERING
LAND SURVEYING

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
05290	08/19/24	ADVANCE AUTO PARTS HEAT SHRNK TUBE BK 1 PC 1 552423229491	210-5-40-12-610.000 General Supplies	13.21	53394	09/06/24
05290	08/21/24	ADVANCE AUTO PARTS supplies for Truck #1 552423450864	210-5-40-12-430.000 R&M Vehicles & Equipment	53.52	53394	09/06/24
05290	08/21/24	ADVANCE AUTO PARTS Supplies fibre disc 552423450897	210-5-40-12-610.000 General Supplies	79.30	53394	09/06/24
05290	09/03/24	ADVANCE AUTO PARTS shop supplies 552424729992	210-5-40-12-610.000 General Supplies	41.91	53394	09/06/24
19815	08/22/24	AMAZON CAPITAL SERVICES BL CProgrms AUG24 13QKC1T1FTDV	210-5-35-10-840.202 Childrens Programs	102.76	53396	09/06/24
19815	08/25/24	AMAZON CAPITAL SERVICES EJRP Maint Paint Supplies 19RKQFMGWHY	210-5-30-12-610.000 General Supplies	40.87	53396	09/06/24
19815	08/22/24	AMAZON CAPITAL SERVICES Office Supplies 1G9KT16CDQWK	210-5-30-10-610.000 General Supplies	15.98	53396	09/06/24
19815	08/26/24	AMAZON CAPITAL SERVICES Senior Bingo Supplies 1H39LXX94QDQ	210-5-30-10-610.000 General Supplies	27.53	53396	09/06/24
19815	08/31/24	AMAZON CAPITAL SERVICES Seniors Supplies 1JG3JTMRDGJ9	210-5-30-10-610.000 General Supplies	170.77	53396	09/06/24
19815	08/23/24	AMAZON CAPITAL SERVICES BL JColl1 AUG24 1LJMF6TJKKC3	210-5-35-10-640.202 Juvenile Collection	155.43	53396	09/06/24
02420	08/30/24	AUTOZONE 16LB MAGNETIC PIC Duralas 03236527228	210-5-25-10-430.000 R&M Vehicles & Equipment	9.89	53400	09/06/24
29410	08/28/24	BERGENDAHL DOROTHY BL Brd Mmbr Pymt APR24 BERG042024	210-5-35-10-190.000 Board Member Payments	50.00	53401	09/06/24
29410	08/28/24	BERGENDAHL DOROTHY BL Brd Mmbr Pymt MAY24 BERG052024	210-5-35-10-190.000 Board Member Payments	50.00	53401	09/06/24
29410	08/28/24	BERGENDAHL DOROTHY BL Brd Mmbr Pymt JUN24 BERG062024	210-5-35-10-190.000 Board Member Payments	50.00	53401	09/06/24
80017	08/19/24	BOWKER ERIC Stipend BWAC August 2024 081924Bowker	210-5-16-10-190.000 Board member Payments	50.00	53402	09/06/24
00530	08/06/24	BRODART CO BL JBooks AUG24 B6835384	210-5-35-10-610.000 General Supplies	2.02	53403	09/06/24
00530	08/06/24	BRODART CO BL JBooks AUG24 B6835384	210-5-35-10-640.202 Juvenile Collection	19.96	53403	09/06/24
00530	08/06/24	BRODART CO BL ABooks AUG24 B6835398	210-5-35-10-640.201 Adult Collection	15.65	53403	09/06/24
00530	08/06/24	BRODART CO BL ABooks AUG24 B6835398	210-5-35-10-610.000 General Supplies	1.01	53403	09/06/24
00530	08/06/24	BRODART CO BL FNFTN Bks AUG24 B6835402	210-5-90-00-991.000 Library Donation Expense	16.19	53403	09/06/24
00530	08/06/24	BRODART CO BL FNFTN Bks AUG24 B6835402	210-5-35-10-610.000 General Supplies	1.01	53403	09/06/24
00530	08/07/24	BRODART CO BL J Books AUG24 B6836517	210-5-35-10-640.202 Juvenile Collection	47.00	53403	09/06/24
00530	08/07/24	BRODART CO BL J Books AUG24 B6836517	210-5-35-10-610.000 General Supplies	3.03	53403	09/06/24
00530	08/08/24	BRODART CO BL ABooks AUG24 B6837500	210-5-35-10-640.201 Adult Collection	17.06	53403	09/06/24
00530	08/13/24	BRODART CO BL FNFTN Bks AUG24 B6839900	210-5-90-00-991.000 Library Donation Expense	21.03	53403	09/06/24

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	08/13/24	BL FNDDN Bks AUG24 B6839900	210-5-35-10-610.000 General Supplies	1.01	53403	09/06/24
00530	08/13/24	BL FNDDN Bks AUG24 B6839901	210-5-35-10-610.000 General Supplies	1.01	53403	09/06/24
00530	08/13/24	BL FNDDN Bks AUG24 B6839901	210-5-90-00-991.000 Library Donation Expense	17.28	53403	09/06/24
00530	08/13/24	BL FNDDN Bks AUG24 B6839929	210-5-35-10-610.000 General Supplies	4.04	53403	09/06/24
00530	08/13/24	BL FNDDN Bks AUG24 B6839929	210-5-90-00-991.000 Library Donation Expense	63.71	53403	09/06/24
00530	08/23/24	C FNDDN Bks AUG24 B6846015	210-5-90-00-991.000 Library Donation Expense	16.20	53403	09/06/24
00530	08/23/24	C FNDDN Bks AUG24 B6846015	210-5-35-10-610.000 General Supplies	1.01	53403	09/06/24
00530	08/23/24	BL FNDDN Bks AUG24 B6846016	210-5-35-10-610.000 General Supplies	3.03	53403	09/06/24
00530	08/23/24	BL FNDDN Bks AUG24 B6846016	210-5-90-00-991.000 Library Donation Expense	49.65	53403	09/06/24
00530	08/23/24	BL FNDDN Bks AUG24 B6846023	210-5-35-10-610.000 General Supplies	1.01	53403	09/06/24
00530	08/23/24	BL FNDDN Bks AUG24 B6846023	210-5-90-00-991.000 Library Donation Expense	21.60	53403	09/06/24
30360	09/01/24	Phone/Internet Sept. 2024 43985893252	210-5-41-23-530.000 Communications	194.38	53405	09/06/24
30360	09/01/24	Phone/Internet Sept. 2024 43985893252	210-5-30-13-530.000 Communications	26.46	53405	09/06/24
30360	09/01/24	Phone/Internet Sept. 2024 43985893252	210-5-40-12-530.000 Communications	160.92	53405	09/06/24
30360	09/01/24	Phone/Internet Sept. 2024 43985893252	210-5-41-22-530.000 Communications	-128.95	53405	09/06/24
30360	09/01/24	Phone/Internet Sept. 2024 43985893252	210-5-41-20-530.000 Communications	358.68	53405	09/06/24
30360	09/01/24	Phone/Internet Sept. 2024 43985893252	210-5-41-26-530.000 Communications	281.76	53405	09/06/24
30360	09/01/24	BL Phone-Internet AUG24 BT 09012024	210-5-41-21-530.000 Communications	334.94	53406	09/06/24
V0461	08/30/24	BL NewsPprs JUL24 125	210-5-35-10-640.201 Adult Collection	441.50	53408	09/06/24
21120	08/15/24	Physicals 00069173-00	210-5-25-10-330.000 Professional Services	1346.00	53409	09/06/24
23455	08/22/24	2 Lincoln Dumping Fee 3551007	210-5-41-20-400.000 Contracted Services	45.00	53410	09/06/24
21210	07/05/24	Shop Supplies August 4197901895	210-5-40-12-610.000 General Supplies	156.30	53412	09/06/24
21210	08/29/24	Supplies PW 4203528928	210-5-40-12-610.000 General Supplies	156.30	53412	09/06/24
06955	08/13/24	ELECTION WORKER 240813	210-5-12-10-120.000 Part Time Salaries	640.00	53413	09/06/24
04940	08/19/24	2 Lincoln Internet 08/24 01363430824	210-5-41-20-530.000 Communications	248.39	53414	09/06/24

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
17025	08/22/24	Recording Secretary CC 8/ 0185	210-5-11-10-330.000 Professtional Services	222.72	53416	09/06/24
25715	08/23/24	EJ-South Summit Traffic C 24809 082324	210-5-40-12-330.000 Professional Services	1437.75	53417	09/06/24
25715	08/23/24	EJ-2024 Misc Assistance 24810 082324	210-5-40-12-330.000 Professional Services	138.75	53417	09/06/24
25715	08/23/24	Engin fees 2 River Street 24812 082324	210-1-00-00-130.002 Exchange - Billable	647.50	53417	09/06/24
35260	09/04/24	sweatshirts Rick 08082479	210-5-40-12-612.000 Uniforms	200.00	53420	09/06/24
19410	08/13/24	JULY 2024 Service Work 0724201953	210-5-40-12-572.000 Traffic Control	720.00	53421	09/06/24
03280	08/13/24	5 YARDS OF TOPSOIL PICKED 7748	210-5-40-12-605.000 Summer Construction Suppl	200.00	53423	09/06/24
V0795	08/31/24	Due to Town Aug 2024 083124	210-2-00-00-215.000 Due to Town	1296.30	53426	09/06/24
29510	08/13/24	ELECTION WORKER 240813	210-5-12-10-120.000 Part Time Salaries	30.00	53428	09/06/24
28155	08/23/24	2 Lincoln Power Wash 202410676	210-5-41-20-400.000 Contracted Services	350.00	53431	09/06/24
29280	08/19/24	WW Visa 7/22/24-8/19/24 048181924	210-5-40-13-575.000 Storm Sewer Maintenance	242.95	53433	09/06/24
15035	08/26/24	2 @ Fire School 08262024	210-5-25-10-500.000 Training, Conf, Dues	140.00	53434	09/06/24
15045	08/27/24	MSP Annual Fee 1260004346	210-5-30-12-441.000 Rental Land/Buildings	500.00	53435	09/06/24
04035	08/21/24	Scag Blades 131424	210-5-30-12-610.000 General Supplies	287.91	53436	09/06/24
07160	07/20/24	BL VOKAL JUL24-JUN25 V243865	210-5-35-10-505.000 Tech. Subs, Licenses	2716.06	53439	09/06/24
07010	08/15/24	NEW charges/adjustments d 081524NS	210-5-40-12-622.200 Streetlight Electricity	52.74	53440	09/06/24
80091	08/28/24	BL Brd Mmbr Pymt APR24 HERG042024	210-5-35-10-190.000 Board Member Payments	50.00	53442	09/06/24
80091	08/28/24	BL Brd Mmbr Pymt MAY24 HERG052024	210-5-35-10-190.000 Board Member Payments	50.00	53442	09/06/24
80091	08/28/24	BL Brd Mmbr Pymt JUN24 HERG062024	210-5-35-10-190.000 Board Member Payments	50.00	53442	09/06/24
06530	08/21/24	BL ABooks AUG24 10004242382	210-5-35-10-640.201 Adult Collection	231.00	53444	09/06/24
33495	08/12/24	BL ABooks AUG24 83146888	210-5-35-10-640.201 Adult Collection	1176.70	53445	09/06/24
08795	08/26/24	Senior Picnic Music 091024EJRP	210-5-30-10-330.000 Professional Services	125.00	53446	09/06/24
37715	08/26/24	2 Lincoln Phone Prog/Trou 43838	210-5-14-10-330.000 Professional Services	360.00	53447	09/06/24
V1248	07/08/24	2 Lincoln Kitchen Tops 76440	210-5-30-10-330.000 Professional Services	2077.00	53448	09/06/24
V9454	08/28/24	Street Uniform for Troy 4025374	210-5-40-12-612.000 Uniforms	434.97	53449	09/06/24

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
V10130	08/09/24	LOWE'S BUSINESS ACCOUNT Hardware 78029	210-5-25-10-610.000 General Supplies	86.12	53454	09/06/24
27840	08/22/24	MADISON NATIONAL LIFE INS Life Ins Sep 2024 1641838	210-5-30-10-210.000 Group Insurance	292.80	53455	09/06/24
27840	08/22/24	MADISON NATIONAL LIFE INS Life Ins Sep 2024 1641838	210-5-30-12-210.000 Group Insurance	73.20	53455	09/06/24
27840	08/22/24	MADISON NATIONAL LIFE INS Life Ins Sep 2024 1641838	210-5-13-10-210.000 Group Insurance	146.40	53455	09/06/24
27840	08/22/24	MADISON NATIONAL LIFE INS Life Ins Sep 2024 1641838	210-5-10-10-210.000 Group Insurance	219.60	53455	09/06/24
27840	08/22/24	MADISON NATIONAL LIFE INS Life Ins Sep 2024 1641838	210-5-40-12-210.000 Group Insurance	124.27	53455	09/06/24
27840	08/22/24	MADISON NATIONAL LIFE INS Life Ins Sep 2024 1641838	210-5-40-13-210.000 Group Insurance	12.08	53455	09/06/24
27840	08/22/24	MADISON NATIONAL LIFE INS Life Ins Sep 2024 1641838	210-5-35-10-210.000 Group Insurance	256.20	53455	09/06/24
27840	08/22/24	MADISON NATIONAL LIFE INS Life Ins Sep 2024 1641838	210-5-16-10-210.000 Group Insurance	103.85	53455	09/06/24
22725	08/29/24	MANSFIELD ENVIRONMENTAL A PW Building Testing 11 Ja 1975	210-5-40-12-431.000 R&M Buildings & Grounds	500.00	53456	09/06/24
24620	06/13/24	MILTON RENTAL AND SALES WACKER loader WL-32 repai 118375	210-5-40-12-430.000 R&M Vehicles & Equipment	1444.00	53457	09/06/24
24620	07/22/24	MILTON RENTAL AND SALES Recoil AssemblyFin Charge 1655414	210-5-40-12-430.000 R&M Vehicles & Equipment	85.80	53457	09/06/24
03070	08/29/24	MINUTEMAN PRESS 2024 Tax Bills 58848	210-5-16-10-550.000 Printing and Binding	475.60	53458	09/06/24
03070	08/29/24	MINUTEMAN PRESS 2024 Tax Bills 58848	210-5-13-10-550.000 Printing and Binding	2794.56	53458	09/06/24
44745	08/28/24	NORTHEASTERN SECURITY BL PanicAlarmSrv AUG24 1001038	210-5-41-21-400.000 Contracted Services	125.00	53459	09/06/24
80081	08/19/24	O'BRIEN JOHN Stipend BWAC August 2024 081924OBrien	210-5-16-10-190.000 Board member Payments	50.00	53460	09/06/24
19325	09/01/24	OPEN APPROACH INC IT Support Services Septe 23787	210-5-14-10-505.000 Tech. Subs, Licenses	5173.31	53461	09/06/24
19325	09/01/24	OPEN APPROACH INC IT Support Services Septe 23787	210-5-14-10-330.000 Professional Services	8215.00	53461	09/06/24
V10729	08/13/24	OVERDRIVE INC BL JDigiBks AUG24 01459DA24238	210-5-35-10-640.202 Juvenile Collection	1171.69	53462	09/06/24
V10729	08/31/24	OVERDRIVE INC BL ADigi-CRAFTSY AUG24 01459SV24256	210-5-35-10-640.201 Adult Collection	8.97	53462	09/06/24
23420	07/22/24	P & P SEPTIC SERVICE INC. MSP Portolets August T626178	210-5-30-12-330.000 Professional Services	330.00	53463	09/06/24
23420	08/22/24	P & P SEPTIC SERVICE INC. Cascade Portolet Sept T628522	210-5-30-12-330.000 Professional Services	120.00	53463	09/06/24
V9862	09/03/24	PERCY RENTALS, SALES & SE SHEAVE, BLADE DRIVE 7.25 41106	210-5-40-12-430.000 R&M Vehicles & Equipment	62.39	53464	09/06/24
24100	08/12/24	PERMA-LINE CORP OF NEW EN Painting of lines and sig 205557	210-5-40-12-572.000 Traffic Control	248.50	53467	09/06/24
80133	08/19/24	PHILBROOK, LAUREN Stipend BWAC August 2024 081924Philbr	210-5-16-10-190.000 Board member Payments	50.00	53469	09/06/24

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25140	08/26/24	Asphalt 1293719	210-5-40-12-605.000 Summer Construction Suppl	301.72	53470	09/06/24
23465	08/23/24	2 Lincoln Postage Lease S 3319542855	210-5-10-10-442.000 Rental Vehicles/Equip	209.97	53471	09/06/24
80054	08/22/24	BL JPlayBooks AUG24 472404	210-5-35-10-640.202 Juvenile Collection	153.72	53472	09/06/24
V1816	08/20/24	USPS Mailing Permit 2024 67509092024A	210-5-10-10-560.000 Postage	350.00	53473	09/06/24
29085	08/09/24	Storm Damage Remediation 000495370	210-5-40-12-571.000 Streetscape Maintenance	2805.00	53474	09/06/24
29835	08/29/24	ACETONE-5-SW 31319	210-5-40-12-572.000 Traffic Control	134.36	53475	09/06/24
80123	08/14/24	Stipend CSWD August 2024 081424Sulliv	210-5-11-10-190.000 Board Member Payments	50.00	53477	09/06/24
20865	08/13/24	ELECTION WORKER 240813	210-5-12-10-120.000 Part Time Salaries	63.75	53481	09/06/24
43260	08/21/24	Cabinet Drawer 182116147	210-5-10-10-610.000 General Supplies	63.96	53482	09/06/24
19350	09/03/24	SUBSCRIPTION recurring se 619000060475	210-5-40-12-505.000 Tech. Subs, Licenses	151.60	53483	09/06/24
36130	08/17/24	Cell Service August 2024 9971695554	210-5-10-10-530.000 Communications	50.51	53484	09/06/24
36130	08/17/24	Cell Service August 2024 9971695554	210-5-40-12-530.000 Communications	210.56	53484	09/06/24
36130	08/17/24	Cell Service August 2024 9971695554	210-5-25-10-530.000 Communications	160.05	53484	09/06/24
80083	08/13/24	ELECTION WORKER 240813	210-5-12-10-120.000 Part Time Salaries	33.75	53486	09/06/24
30210	08/30/24	Town Fair 10026	210-5-12-10-500.000 Training Conf Dues	79.00	53488	09/06/24
30210	08/26/24	Town Fair October 2024 9877	210-5-11-10-500.000 Training, Conferences, Du	158.00	53488	09/06/24
30210	08/26/24	Town Fair October 2024 9877	210-5-10-10-500.000 Training, Conf, Dues	79.00	53488	09/06/24
30210	08/29/24	muni budgeting workshop 9997	210-5-13-10-500.000 Training, Conf, Dues	10.00	53488	09/06/24
28470	08/30/24	Payroll Transfer PR-08/30/24	210-2-00-00-210.004 Retirement Payable	18388.09	53489	09/06/24
80130	08/30/24	Payroll Transfer PR-08/30/24	210-2-00-00-210.004 Retirement Payable	2544.65	53490	09/06/24
V10238	08/19/24	Wolfsgart July 25-28 2024 599	210-1-00-00-130.000 Exchange - General	1320.00	53491	09/06/24
29825	08/22/24	MSP Gas Sept 15787560924	210-5-41-26-621.000 Natural Gas/Heating	47.44	53492	09/06/24
29825	08/22/24	07/18/24-08/19/24 24522	210-5-41-21-621.000 Natural Gas/Heating	55.82	53493	09/06/24
29825	08/22/24	07/18/24-08/19/24 24522	210-5-41-20-621.000 Natural Gas/Heating	47.44	53493	09/06/24
29825	08/22/24	07/18/24-08/19/24 24522	210-5-41-23-621.000 Natural Gas/Heating	66.25	53493	09/06/24

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
29825	08/22/24	VT GAS SYSTEMS 07/18/24-08/19/24 24522	210-5-40-12-621.000 Natural Gas/Heating	82.01	53493	09/06/24
29825	08/22/24	VT GAS SYSTEMS 07/18/24-08/19/24 24522	210-5-41-22-621.000 Natural Gas/Heating	59.41	53493	09/06/24
29825	08/22/24	VT GAS SYSTEMS MSP Gas Sept 8100440924	210-5-41-26-621.000 Natural Gas/Heating	91.72	53494	09/06/24
23575	08/30/24	VTCMA Conference 10/24/24 F50E62T1	210-5-10-10-500.000 Training, Conf, Dues	200.00	53495	09/06/24
07565	08/26/24	W B MASON CO INC 2 Lincoln Paper Towels 248711329	210-5-41-20-431.000 R&M Buildings & Grounds	82.99	53496	09/06/24
07565	08/26/24	W B MASON CO INC MSP Maint Supplies 248711419	210-5-30-12-610.000 General Supplies	30.98	53496	09/06/24
07565	08/26/24	W B MASON CO INC Park Street Mop 248711448	210-5-30-12-610.000 General Supplies	176.59	53496	09/06/24
07565	08/27/24	W B MASON CO INC Park St Cleaning Supplies 248735328	210-5-30-12-610.000 General Supplies	121.89	53496	09/06/24
07565	08/27/24	W B MASON CO INC MSP Cleaning Supplies 248735465	210-5-30-12-610.000 General Supplies	121.89	53496	09/06/24
07565	08/28/24	W B MASON CO INC Office Supplies 248773825	210-5-30-10-610.000 General Supplies	16.96	53496	09/06/24
29375	08/28/24	WADSWORTH ANN C BL Brd Mmbr Pymt APR24 WADS042024	210-5-35-10-190.000 Board Member Payments	50.00	53497	09/06/24
29375	08/28/24	WADSWORTH ANN C BL Brd Mmbr Pymnt MAY24 WADS052024	210-5-35-10-190.000 Board Member Payments	50.00	53497	09/06/24
29375	08/28/24	WADSWORTH ANN C BL Brd Mmbr Pymt JUN24 WADS062024	210-5-35-10-190.000 Board Member Payments	50.00	53497	09/06/24
17765	08/13/24	WAITE-HEINDEL ENVIRONMENT Pocket Park July Invoice 5601	220-5-00-00-720.002 1 Main; Road Res-Q	217.50	53498	09/06/24
25715	08/23/24	DONALD L. HAMLIN CONSULT EJ-Iroquois Ave Waterline 24807 082324	230-5-40-10-720.002 Iroquois Ave Road and Wat	2952.68	53417	09/06/24
36240	08/15/24	DUBOIS & KING INC Crescent Connector Projec 824138	230-5-16-10-890.824 Cres. Connector	1317.57	53418	09/06/24
24100	08/12/24	PERMA-LINE CORP OF NEW EN Painting of lines and sig 205557	232-5-41-20-890.832 2 Lincoln Street Renovati	503.80	53467	09/06/24
25715	08/23/24	DONALD L. HAMLIN CONSULT CEJ-Main Street Waterline 21806 082324	254-5-54-70-723.004 Main St Water Line	2554.39	53417	09/06/24
V9454	08/21/21	LENNY'S SHOE & APP Uniform for Corey B. 4024346	254-5-54-20-612.000 Uniforms	325.00	53449	09/06/24
27840	08/22/24	MADISON NATIONAL LIFE INS Life Ins Sep 2024 1641838	254-5-54-20-210.000 Group Insurance	51.24	53455	09/06/24
36130	08/17/24	VERIZON WIRELESS VSAT Cell Service August 2024 9971695554	254-5-54-20-530.000 Communications	181.04	53484	09/06/24
29825	08/22/24	VT GAS SYSTEMS 07/18/24-08/19/24 24522	254-5-54-20-621.000 Natural Gas/Heating	47.44	53493	09/06/24
05290	08/29/24	ADVANCE AUTO PARTS Grease valve repair 552424229809	255-5-55-30-610.000 General Supplies	32.72	53394	09/06/24
04940	08/23/24	COMCAST Internet only Aug 30 - Se 0316028824	255-5-55-30-530.000 Communications	288.34	53415	09/06/24
06870	08/23/24	ENDYNE INC Essex Jct. WWTF TKN Only 500934	255-5-55-30-340.000 Technical Services	35.00	53422	09/06/24

Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
V10616	08/23/24	EVOQUA WATER TECH LLC BIOXIDE 906622844	255-5-55-30-619.000 Chemicals	6500.00	53429	09/06/24
38955	08/15/24	F W WEBB COMPANY PIPE 1/2x400' BLK PE4710 86908841	255-5-55-30-570.000 Other Purchased Services	111.54	53430	09/06/24
29280	08/19/24	FIRST NATIONAL BANK OMAH WW Visa 7/22/24-8/19/24 048181924	255-5-55-30-435.000 COGEN	5.79	53433	09/06/24
29280	08/19/24	FIRST NATIONAL BANK OMAH WW Visa 7/22/24-8/19/24 048181924	255-5-55-30-510.000 Permits, Licenses, Reg	1108.98	53433	09/06/24
29280	08/19/24	FIRST NATIONAL BANK OMAH WW Visa 7/22/24-8/19/24 048181924	255-5-55-30-610.000 General Supplies	444.07	53433	09/06/24
24785	08/20/24	GRAINGER Piping for Cogen 9221804413	255-5-55-30-435.000 COGEN	14.00	53437	09/06/24
24785	08/20/24	GRAINGER Pipping for Cogen 2 9221957864	255-5-55-30-435.000 COGEN	429.96	53437	09/06/24
08475	08/13/24	GREEN MOUNTAIN ELECTRIC S Chemical Line pulling sup 4958752001	255-5-55-30-570.000 Other Purchased Services	303.20	53438	09/06/24
07010	08/21/24	GREEN MOUNTAIN POWER CORP GMP 39 Cascade 7/22/24-8/ 0824CASCADE	255-5-55-30-622.000 Electricity	8499.22	53441	09/06/24
V1093	08/23/24	HOLLAND CO., INC. Sodium Aluminate 9.634 DT 29057	255-5-55-30-619.000 Chemicals	21621.41	53443	09/06/24
V1093	08/26/24	HOLLAND CO., INC. Sodium Bisulfite 38% 2010 29127	255-5-55-30-619.000 Chemicals	4763.70	53443	09/06/24
06995	08/21/24	LOU'S GLOVES, INC Gloves 057100	255-5-55-30-609.000 Safety Supplies	157.00	53453	09/06/24
06995	08/21/24	LOU'S GLOVES, INC Gloves 057100	255-5-55-30-618.000 Laboratory Supplies	99.00	53453	09/06/24
27840	08/22/24	MADISON NATIONAL LIFE INS Life Ins Sep 2024 1641838	255-5-55-30-210.000 Group Insurance	244.12	53455	09/06/24
80144	08/15/24	TEC-MAR INDUSTRIES INC Fabricated Steel Swivel J 5427	255-5-55-70-722.014 Digester Maintenance	9980.00	53478	09/06/24
36130	08/17/24	VERIZON WIRELESS VSAT Cell Service August 2024 9971695554	255-5-55-30-530.000 Communications	141.02	53484	09/06/24
23395	08/28/24	VILLAGE HARDWARE - WILLIS Supplies for waste water 518831	255-5-55-30-610.000 General Supplies	49.84	53487	09/06/24
29825	08/22/24	VT GAS SYSTEMS 07/18/24-08/19/24 24522	255-5-55-30-621.000 Natural Gas/Heating	543.35	53493	09/06/24
27840	08/22/24	MADISON NATIONAL LIFE INS Life Ins Sep 2024 1641838	256-5-56-40-210.000 Group Insurance	80.52	53455	09/06/24
23420	08/22/24	P & P SEPTIC SERVICE INC. Bypass pumped out of sewe T628659	256-5-56-40-434.000 R&M Pump Stations	850.00	53463	09/06/24
29825	08/22/24	VT GAS SYSTEMS 07/18/24-08/19/24 24522	256-5-56-40-434.002 West Street PS Costs	50.26	53493	09/06/24
29825	08/22/24	VT GAS SYSTEMS 07/18/24-08/19/24 24522	256-5-56-40-434.001 Susie Wilson PS Costs	51.20	53493	09/06/24
29825	08/22/24	VT GAS SYSTEMS 07/18/24-08/19/24 24522	256-5-56-40-621.000 Natural Gas/Heating	54.62	53493	09/06/24
05290	08/28/24	ADVANCE AUTO PARTS RK Bus Repair 455242412	259-5-30-15-610.000 General Supplies	6.96	53394	09/06/24
07305	08/22/24	AIRGAS USA LLC Pool Chemicals 1132743116	259-5-30-11-431.000 R&M Buildings & Grounds	524.26	53395	09/06/24

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	08/29/24	Preschool Supplies 111FW3RTDQGJ	259-5-30-16-610.000 General Supplies	41.00	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	09/01/24	RK Hiawatha Supplies 113HPJ9MTRL7	259-5-30-15-610.000 General Supplies	43.24	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/25/24	RK MSP Aspire 13QKC1T1VWRR	259-5-30-15-610.000 General Supplies	49.41	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/30/24	RK Hiawatha Supplies 14NNKFVV713P	259-5-30-15-610.000 General Supplies	27.99	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/25/24	Behavior Support 161Y77QDXWLT	259-5-30-15-610.000 General Supplies	38.99	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/24/24	RK MSP Supplies 19KFPKVMVQJ	259-5-30-15-610.000 General Supplies	21.87	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/24/24	RK FMS Supplies 19RKQFMGPPXJ	259-5-30-15-610.000 General Supplies	26.98	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/28/24	Preschool Supplies 1C3DJQ3Q1Y7P	259-5-30-16-610.000 General Supplies	85.01	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/27/24	RK MSP Aspire Supplies 1CCPYHRP3FQ6	259-5-30-15-610.000 General Supplies	42.47	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/31/24	RK MSP Aspire Supplies 1CFYP4HJHPMP	259-5-30-15-610.000 General Supplies	37.99	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/27/24	RK Hiawatha Supplies 1DKXL7NP6HKT	259-5-30-15-610.000 General Supplies	195.94	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/24/24	RK MSP Aspire 1FFX1DG3QVLM	259-5-30-15-610.000 General Supplies	12.08	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/30/24	Pool Skimmer Cover 1FKTNYTM9VL1	259-5-30-11-431.000 R&M Buildings & Grounds	15.99	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/22/24	Preschool Supplies 1FWD1HVM97RR	259-5-30-16-610.000 General Supplies	195.36	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/31/24	RK Hiawatha Supplies 1GMNGH64FDHK	259-5-30-15-610.000 General Supplies	54.63	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	09/01/24	RK Westford Supplies 1GMNGH64RHXJ	259-5-30-15-610.000 General Supplies	30.15	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/22/24	RK Summit Supplies 1HHW7K7HFFVM	259-5-30-15-610.000 General Supplies	109.83	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/22/24	RK Westford Supplies 1HPVPDW7FGC9	259-5-30-15-610.000 General Supplies	358.31	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/26/24	RK MSP Supplies 1J7WJ39GDQKC	259-5-30-15-610.000 General Supplies	25.98	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/25/24	RK MSP Supplies 1JWX6KH71FD7	259-5-30-15-610.000 General Supplies	231.76	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/20/24	Preschool Supplies 1KTLMNY34JNM	259-5-30-16-610.000 General Supplies	63.41	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/19/24	RK MSP Supplies 1LNRPHTYHVW	259-5-30-15-610.000 General Supplies	1287.75	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	09/03/24	RK FMS Supplies 1LTLMX936JY3	259-5-30-15-610.000 General Supplies	105.73	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/26/24	RK Fleming Supplies 1MVPR3HK7Y1V	259-5-30-15-610.000 General Supplies	371.14	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/26/24	RK EES Supplies 1N9GTKHL97YL	259-5-30-15-610.000 General Supplies	230.21	53396	09/06/24

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Check Warrant Report # 24053 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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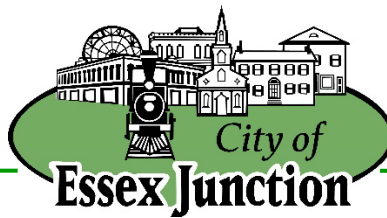
For Check Acct 01 (GENERAL FUND) All check #s 09/06/24 To 09/06/24

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	08/27/24 RK MSP Supplies 1N9GTKHLLKJL	259-5-30-15-610.000 General Supplies	20.06	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/23/24 RK MSP Supplies 1NMHXMRLJRNC	259-5-30-15-610.000 General Supplies	31.99	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/23/24 RK Westford Supplies 1QXVCGNTLPDC	259-5-30-15-610.000 General Supplies	17.86	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/31/24 RK FMS Supplies 1RHV7PCPHR1V	259-5-30-15-610.000 General Supplies	57.86	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/31/24 Construction Jct Event 1RXPTK3LF4FL	259-5-30-14-610.000 General Supplies	119.52	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/30/24 RK MSP S/H Supplies 1TWRKYC16T6W	259-5-30-15-610.000 General Supplies	4.88	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/19/24 RK Aspire Supplies 1VWYX7GW16R4	259-5-30-15-610.000 General Supplies	735.00	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	09/01/24 RK FMS Supplies 1WJ4DNRVRNRV	259-5-30-15-610.000 General Supplies	12.99	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/29/24 RK FMS Supplies 1XVT7DTJDGW6	259-5-30-15-610.000 General Supplies	174.73	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/22/24 Preschool Supplies 1Y771RK7D79H	259-5-30-16-610.000 General Supplies	94.97	53396	09/06/24
19815	AMAZON CAPITAL SERVICES	08/26/24 RK Westford Supplies 1YHVN73N7NK9	259-5-30-15-610.000 General Supplies	173.37	53396	09/06/24
80151	BRODHEAD, DALLAS	08/27/24 Jr Hornets Soccer Clinics 082724D	259-5-30-14-330.000 Professional Services	2122.00	53404	09/06/24
27590	CATAMOUNT COLOR (OFFSET H	08/23/24 Fall Brochure Mailing Pre 34185	259-5-30-10-550.000 Printing and Binding	3590.00	53407	09/06/24
23455	CHITTENDEN SOLID WASTE DI	08/20/24 Preschool Dump Fee 3550563	259-5-30-16-330.000 Professional Services	30.00	53410	09/06/24
30240	CHOQUETTE INFLATABLES LLC	08/16/24 Camp STAR 8/16 1163	259-5-30-17-330.000 Professional Services	1350.00	53411	09/06/24
30240	CHOQUETTE INFLATABLES LLC	08/21/24 CMS 8/21 1165	259-5-30-17-330.000 Professional Services	1370.00	53411	09/06/24
29970	EAST COAST ICE	08/28/24 CMS 8/21 120	259-5-30-17-610.000 General Supplies	572.00	53419	09/06/24
25075	ESSEX HIGH SCHOOL STUDENT	08/28/24 Young Hornets Volleyball 082824D	259-5-30-14-330.000 Professional Services	2760.00	53424	09/06/24
25075	ESSEX HIGH SCHOOL STUDENT	08/28/24 Young Hornets Volleyball 082824DA	259-5-30-14-330.000 Professional Services	1500.00	53425	09/06/24
14320	ESSEX WESTFORD SCHOOL DIS	08/20/24 Summer Camp Damage 84	259-5-30-17-610.000 General Supplies	643.69	53427	09/06/24
25325	FILLION ASSOCIATES, INC	08/23/24 Pool Chemicals 35628	259-5-30-11-431.000 R&M Buildings & Grounds	5485.00	53432	09/06/24
28425	LIBRIZZI JESSICA	08/27/24 Summer Track Field 082724D	259-5-30-14-330.000 Professional Services	1512.00	53450	09/06/24
07070	LIGUORI JENNIFER	08/28/24 Young Hornets Volleyball 082824D	259-5-30-14-330.000 Professional Services	8344.00	53451	09/06/24
80120	LINCO PICKLEBALL	09/02/24 Pickleball August 090224D	259-5-30-14-330.000 Professional Services	360.00	53452	09/06/24
27840	MADISON NATIONAL LIFE INS	08/22/24 Life Ins Sep 2024 1641838	259-5-30-15-210.000 Group Insurance	365.49	53455	09/06/24

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
27840	MADISON NATIONAL LIFE INS	08/22/24	Life Ins Sep 2024 1641838	259-5-30-16-210.000 Group Insurance	218.58	53455	09/06/24
29425	PERFORMANCE FOOD SERVICE	08/22/24	RK EES Snack 227491	259-5-30-15-610.000 General Supplies	398.18	53465	09/06/24
29425	PERFORMANCE FOOD SERVICE	08/22/24	RK Snack 227622	259-5-30-15-610.000 General Supplies	436.93	53465	09/06/24
29425	PERFORMANCE FOOD SERVICE	08/21/24	RK Hiawatha Snack 227623	259-5-30-15-610.000 General Supplies	37.62	53465	09/06/24
29425	PERFORMANCE FOOD SERVICE	08/22/24	RK MSP EES Snack 227760	259-5-30-15-610.000 General Supplies	299.76	53465	09/06/24
29425	PERFORMANCE FOOD SERVICE	08/22/24	RK Summit Snack 228097	259-5-30-15-610.000 General Supplies	229.35	53465	09/06/24
29425	PERFORMANCE FOOD SERVICE	08/22/24	RK Westford Snack 228160	259-5-30-15-610.000 General Supplies	329.24	53465	09/06/24
29425	PERFORMANCE FOOD SERVICE	08/22/24	RK Fleming Snack 228301	259-5-30-17-610.000 General Supplies	160.22	53465	09/06/24
29425	PERFORMANCE FOOD SERVICE	08/22/24	RK Hiawatha Snack 228319	259-5-30-15-610.000 General Supplies	296.79	53465	09/06/24
29425	PERFORMANCE FOOD SERVICE	08/22/24	RK FMS Snack 228329	259-5-30-15-610.000 General Supplies	279.25	53465	09/06/24
29425	PERFORMANCE FOOD SERVICE	08/26/24	RK FMS Snack 229023	259-5-30-15-610.000 General Supplies	76.67	53465	09/06/24
29425	PERFORMANCE FOOD SERVICE	09/03/24	RK EES Snack 233628	259-5-30-15-610.000 General Supplies	135.61	53465	09/06/24
29425	PERFORMANCE FOOD SERVICE	09/03/24	RK FMS Snack 234423	259-5-30-15-610.000 General Supplies	89.43	53465	09/06/24
29425	PERFORMANCE FOOD SERVICE	09/03/24	RK MSP S/H Snack 235315	259-5-30-15-610.000 General Supplies	181.23	53465	09/06/24
01590	PETTINELLI & ASSOC INC	08/15/24	Preschool Playgroup Mats 1467	259-5-30-16-610.000 General Supplies	1000.00	53468	09/06/24
29835	SHERWIN-WILLIAMS	08/13/24	CMS Mural 22367	259-5-30-17-610.000 General Supplies	96.45	53475	09/06/24
23495	STUDENT TRANSPORTATION OF	08/22/24	CMS Bus 8/16 70270366	259-5-30-17-580.000 Travel	737.44	53476	09/06/24
23495	STUDENT TRANSPORTATION OF	08/22/24	Reach Fleming Bus 8/13 70270367	259-5-30-17-580.000 Travel	271.69	53476	09/06/24
23495	STUDENT TRANSPORTATION OF	08/22/24	Reach EES Bus 8/14 70270368	259-5-30-17-580.000 Travel	258.75	53476	09/06/24
23495	STUDENT TRANSPORTATION OF	08/29/24	Reach Fleming Bus 8/15 70270669	259-5-30-17-580.000 Travel	207.00	53476	09/06/24
27970	THE PORTABLE MINI GOLF CO	08/21/24	CMS 8/21 000371	259-5-30-17-330.000 Professional Services	600.00	53479	09/06/24
20340	THE SWIMMING HOLE	08/23/24	Reach 8/7 082324D	259-5-30-17-330.000 Professional Services	716.00	53480	09/06/24
36130	VERIZON WIRELESS VSAT	08/17/24	Cell Service August 2024 9971695554	259-5-30-16-530.000 Communications	50.50	53484	09/06/24
25315	VESPA'S PIZZA PASTA & DEL	08/16/24	Camp Pizza 8/16 081624D	259-5-30-17-610.000 General Supplies	154.00	53485	09/06/24
25315	VESPA'S PIZZA PASTA & DEL	08/21/24	CMS Pizza 8/21 082124D	259-5-30-17-610.000 General Supplies	224.00	53485	09/06/24

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
28100	08/30/24	ZACHARY'S PIZZA Camp Field Trip 8/9 12367	259-5-30-17-330.000 Professional Services	321.00	53499	09/06/24
Report Total				178169.19		

To the Treasurer of City of Essex Junction, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ***178,169.19
Let this be your order for the payments of these amounts.



MEMORANDUM

To: City Council

From: Joanne Pfaff

Meeting Date: September 11, 2024

Subject: Regional Boards and Committees

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

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

[Chittenden Solid Waste District](#): scroll to bottom in gray section

[Town Meeting TV](#)

[Chittenden County Communications Union District](#)

[Green Mountain Transit](#)

[Winooski Valley Parks District](#)

[Champlain Water District](#)

[Tree Farm Management Group](#)

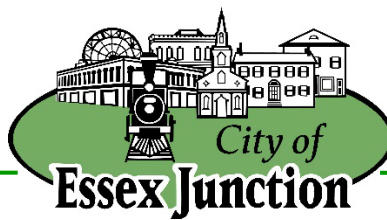
[Chittenden County Regional Planning Commission](#)

Cost: N/A

Recommendation: N/A

Recommended Motion: N/A

Attachments: N/A



MEMORANDUM

To: Regina Mahony, City Manager; City Council; Department Managers
CC: Tri-Town Members (Essex Town and Williston)
From: Jess Morris, Finance Director
Meeting Date: September 5, 2024
Subject: August Financial Report

The following budget vs actual report includes detail by fund for all City funds (General Fund, capital funds, enterprise funds, etc). Each report details the approved budget, year to date actuals, remaining budget amount, actual as a % of budget, and a month to date amount which is the total revenue/expenditure for the last month of the included reporting period. These reports are run through 8/31/24 therefore the year to date actuals are for the period 7/1/24-8/31/24, and the month actuals are for the month of August.

While we will continue to receive August invoices over the coming weeks, we are about 17% of the way through the fiscal year. The General Fund revenue is just under 259% of budget or \$31,058,350 and expenditures are just over 12% of budget or \$1,473,707.

Tax bills were mailed from the printer on 8/13 with the first payment due date of 9/16 approaching. This revenue is overstated at the moment as the education property tax revenue is still included in the total; this amount will be reconciled and remitted to the school in the coming weeks, so revenue will decrease to the correct amount and be in line with budget.

The Water Fund operating revenue is just over 2% of budget or \$38,254 and operating expenditures are just over 14% of budget or \$260,449. The Wastewater Fund operating revenue is just over 17% of budget or \$514,039 and operating expenditures are just over 12% of budget or \$363,515. The Sanitation Fund operating revenue is just under 3% of budget or \$25,720 and operating expenditures are just over 19% of budget or \$145,049.

There are currently 159 utility accounts with delinquent balances for a total of \$26,805, with \$21,251 outstanding from the June billing cycle. In July, there were 90 delinquent utility accounts with a balance of \$103,864, with \$79,849 of that balance from the June billing cycle. There are now two properties with water shut off; one from the April round of shut offs, and the other from the August round of shut offs.

The EJRP Program Fund revenue is just over 9% of budget or \$343,471 and expenditures are just over 27% of budget or \$586,401.

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

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

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-4 Revenue					
210-4-00 General Revenues					
210-4-00-00-010.000 Property Taxes	11,110,346.00	30,786,338.81	-19,675,992.81	277.10%	30,552,698.50
210-4-00-00-020.001 PILOT Tax Agreements	8,800.00	0.00	8,800.00	0.00%	0.00
210-4-00-00-020.054 Admin Fee - Water	190,891.00	47,722.75	143,168.25	25.00%	0.00
210-4-00-00-020.055 Admin Fee - WWTF	95,446.00	23,861.50	71,584.50	25.00%	0.00
210-4-00-00-020.056 Admin Fee - Sanitation	190,891.00	47,722.75	143,168.25	25.00%	0.00
210-4-00-00-020.057 Admin Fee - EJRP Progs	45,000.00	0.00	45,000.00	0.00%	0.00
210-4-00-00-042.001 PILOT Revenue	8,000.00	0.00	8,000.00	0.00%	0.00
210-4-00-00-042.002 Railroad Taxes	4,700.00	0.00	4,700.00	0.00%	0.00
210-4-00-00-042.004 State Act 60 Revenue	3,436.00	0.00	3,436.00	0.00%	0.00
210-4-00-00-042.005 State Act 68 Revenue	39,000.00	0.00	39,000.00	0.00%	0.00
210-4-00-00-060.000 Interest Income	2,500.00	-3,653.65	6,153.65	-146.15%	188.97
210-4-00-00-080.001 State District Court Fine	4,500.00	1,091.00	3,409.00	24.24%	1,091.00
210-4-00-00-085.000 Penalties	30,000.00	0.00	30,000.00	0.00%	0.00
210-4-00-00-086.000 Interest	8,000.00	2,904.55	5,095.45	36.31%	1,427.49
210-4-00-00-098.000 Misc Revenue	1,500.00	1,208.21	291.79	80.55%	111.56
Total General Revenues	11,743,010.00	30,907,195.92	-19,164,185.92	263.20%	30,555,517.52
210-4-10 Admin Revenues					
Total Admin Revenues	0.00	0.00	0.00	0.00%	0.00
210-4-12-10 Clerk Revenue					
210-4-12-10-020.003 Use of Vault	50.00	16.00	34.00	32.00%	14.00
210-4-12-10-020.004 Recording Fees	55,000.00	9,490.00	45,510.00	17.25%	4,652.00
210-4-12-10-020.010 Printing and Duplication	4,000.00	106.75	3,893.25	2.67%	88.75
210-4-12-10-020.013 Sale of Certified Copy	6,000.00	180.00	5,820.00	3.00%	90.00
210-4-12-10-020.023 Records Preservation	0.00	3,440.00	-3,440.00	100.00%	1,688.00
210-4-12-10-030.001 Liquor Licenses	2,875.00	70.00	2,805.00	2.43%	0.00
210-4-12-10-030.002 Hunting and Fishing	10.00	0.00	10.00	0.00%	0.00
210-4-12-10-030.003 Marriage Licenses	630.00	135.00	495.00	21.43%	45.00
210-4-12-10-030.004 Animal Licenses	2,700.00	146.00	2,554.00	5.41%	50.00
210-4-12-10-030.005 Green Mountain Passport	100.00	58.00	42.00	58.00%	26.00
210-4-12-10-030.006 DMV Registrations	99.00	6.00	93.00	6.06%	3.00
Total Clerk Revenue	71,464.00	13,647.75	57,816.25	19.10%	6,656.75
210-4-14-10 Information Technology					
Total Information Technology	0.00	0.00	0.00	0.00%	0.00
210-4-16 ComDev Revenues					
210-4-16-10-030.008 License and Zoning Fees	47,000.00	3,485.00	43,515.00	7.41%	1,600.00
Total ComDev Revenues	47,000.00	3,485.00	43,515.00	7.41%	1,600.00
210-4-17 EconDev Revenues					
Total EconDev Revenues	0.00	0.00	0.00	0.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-4-25 Fire Revenues					
Total Fire Revenues	0.00	0.00	0.00	0.00%	0.00
210-4-30 EJPJ Revenues					
210-4-30-10-020.000 Charges for Services	9,500.00	660.00	8,840.00	6.95%	30.00
210-4-30-12-091.000 Transfer btwn funds (non-	0.00	750.00	-750.00	100.00%	0.00
Total EJPJ Revenues	9,500.00	1,410.00	8,090.00	14.84%	30.00
210-4-35 Library Revenues					
210-4-35-10-041.000 State and Other Grant Rev	0.00	2,800.00	-2,800.00	100.00%	2,800.00
210-4-35-10-098.000 Misc Revenue	650.00	65.70	584.30	10.11%	65.70
Total Library Revenues	650.00	2,865.70	-2,215.70	440.88%	2,865.70
210-4-40 PW Revenues					
210-4-40-12-042.006 State Aid to Highways	130,000.00	128,709.65	1,290.35	99.01%	30,446.43
210-4-40-12-098.000 Misc Revenue	2,500.00	854.10	1,645.90	34.16%	250.00
Total PW Revenues	132,500.00	129,563.75	2,936.25	97.78%	30,696.43
210-4-41 Building Revenues					
Total Building Revenues	0.00	0.00	0.00	0.00%	0.00
210-4-90-00 Other Sources and Uses					
210-4-90-00-640.201 Adult Collection replacem	0.00	61.00	-61.00	100.00%	19.00
210-4-90-00-640.202 Juvenile Collection repl	0.00	121.00	-121.00	100.00%	121.00
Total Other Sources and Uses	0.00	182.00	-182.00	100.00%	140.00
Total Revenue	12,004,124.00	31,058,350.12	-19,054,226.12	258.73%	30,597,506.40
Total Revenues	12,004,124.00	31,058,350.12	-19,054,226.12	258.73%	30,597,506.40
210-5-10-10 Administration					
210-5-10-10-110.000 Regular Salaries	356,253.00	52,325.53	303,927.47	14.69%	39,244.14
210-5-10-10-210.000 Group Insurance	115,354.00	15,752.65	99,601.35	13.66%	10,832.82
210-5-10-10-220.000 Social Security	27,438.00	3,975.64	23,462.36	14.49%	2,981.73
210-5-10-10-225.000 Act 76 Childcare Tax	1,184.00	201.83	982.17	17.05%	145.25
210-5-10-10-230.000 Retirement	31,295.00	4,578.48	26,716.52	14.63%	3,433.86
210-5-10-10-290.000 Other Employee Benefits	5,978.00	0.00	5,978.00	0.00%	0.00
210-5-10-10-320.000 Legal Services	45,000.00	1,163.00	43,837.00	2.58%	1,163.00
210-5-10-10-330.000 Professional Services	8,031.00	67.50	7,963.50	0.84%	67.50
210-5-10-10-340.000 Technical Services	0.00	696.30	-696.30	100.00%	0.00
210-5-10-10-442.000 Rental Vehicles/Equip	6,717.00	541.05	6,175.95	8.05%	375.51

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-5-10-10-500.000 Training, Conf, Dues	10,982.00	847.50	10,134.50	7.72%	20.50
210-5-10-10-505.000 Tech. Subs, Licenses	15,851.00	7,279.66	8,571.34	45.93%	731.78
210-5-10-10-530.000 Communications	3,408.00	2,909.02	498.98	85.36%	50.51
210-5-10-10-540.000 Advertising	29,530.00	2,191.87	27,338.13	7.42%	1,179.33
210-5-10-10-550.000 Printing and Binding	8,000.00	0.00	8,000.00	0.00%	0.00
210-5-10-10-560.000 Postage	9,310.00	905.25	8,404.75	9.72%	705.25
210-5-10-10-580.000 Travel	2,000.00	0.00	2,000.00	0.00%	0.00
210-5-10-10-610.000 General Supplies	5,000.00	508.00	4,492.00	10.16%	508.00
210-5-10-10-755.000 Furniture and Fixtures	1,000.00	0.00	1,000.00	0.00%	0.00
210-5-10-10-845.000 Employee/Volunteer Recogn	6,000.00	239.42	5,760.58	3.99%	0.00
210-5-10-10-850.000 Community Events and Cele	500.00	0.00	500.00	0.00%	0.00
Total Administration	688,831.00	94,182.70	594,648.30	13.67%	61,439.18
210-5-11-10 Legislative					
210-5-11-10-190.000 Board Member Payments	13,800.00	50.00	13,750.00	0.36%	0.00
210-5-11-10-190.001 City Council Payments	12,500.00	0.00	12,500.00	0.00%	0.00
210-5-11-10-220.000 Social Security	956.00	0.00	956.00	0.00%	0.00
210-5-11-10-225.000 Act 76 Childcare Tax	41.00	0.00	41.00	0.00%	0.00
210-5-11-10-330.000 Professtional Services	33,608.00	14,251.00	19,357.00	42.40%	222.72
210-5-11-10-500.000 Training, Conferences, Du	17,563.00	15,542.50	2,020.50	88.50%	20.50
210-5-11-10-540.000 Advertising	1,200.00	0.00	1,200.00	0.00%	0.00
210-5-11-10-580.000 Travel	500.00	0.00	500.00	0.00%	0.00
210-5-11-10-610.000 General Supplies	2,075.00	0.00	2,075.00	0.00%	0.00
210-5-11-10-831.000 Special or New Programs	20,000.00	0.00	20,000.00	0.00%	0.00
Total Legislative	102,243.00	29,843.50	72,399.50	29.19%	243.22
210-5-12-10 Clerk					
210-5-12-10-110.000 Regular Salaries	157,132.00	25,361.12	131,770.88	16.14%	19,020.84
210-5-12-10-120.000 Part Time Salaries	7,426.00	0.00	7,426.00	0.00%	0.00
210-5-12-10-130.000 Overtime	453.00	108.41	344.59	23.93%	108.41
210-5-12-10-210.000 Group Insurance	30,302.00	3,821.84	26,480.16	12.61%	1,910.92
210-5-12-10-220.000 Social Security	12,919.00	1,982.54	10,936.46	15.35%	1,480.99
210-5-12-10-225.000 Act 76 Childcare Tax	557.00	103.77	453.23	18.63%	76.97
210-5-12-10-230.000 Retirement	15,396.00	2,485.80	12,910.20	16.15%	1,857.58
210-5-12-10-290.000 Other Employee Benefits	700.00	0.00	700.00	0.00%	0.00
210-5-12-10-330.000 Professional Services	192.00	0.00	192.00	0.00%	0.00
210-5-12-10-430.000 R&M Vehicles & Equipment	50.00	0.00	50.00	0.00%	0.00
210-5-12-10-500.000 Training Conf Dues	3,000.00	525.48	2,474.52	17.52%	464.36
210-5-12-10-505.000 Tech. Subs Licenses	4,200.00	0.00	4,200.00	0.00%	0.00
210-5-12-10-550.000 Printing and Binding	1,500.00	0.00	1,500.00	0.00%	0.00
210-5-12-10-560.000 Postage	500.00	10.40	489.60	2.08%	10.40
210-5-12-10-580.000 Travel	500.00	0.00	500.00	0.00%	0.00
210-5-12-10-610.000 General Supplies	3,776.00	225.50	3,550.50	5.97%	188.00
210-5-12-10-735.000 Technology: Hardware, Sof	2,000.00	0.00	2,000.00	0.00%	0.00
210-5-12-10-820.000 Elections	15,867.00	171.54	15,695.46	1.08%	171.54
Total Clerk	256,470.00	34,796.40	221,673.60	13.57%	25,290.01

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-5-13-10 Finance					
210-5-13-10-110.000 Regular Salaries	287,174.00	42,005.46	245,168.54	14.63%	31,504.10
210-5-13-10-190.000 Board Member Payments	1,400.00	50.00	1,350.00	3.57%	0.00
210-5-13-10-210.000 Group Insurance	57,813.00	6,938.09	50,874.91	12.00%	3,095.71
210-5-13-10-220.000 Social Security	23,190.00	3,457.86	19,732.14	14.91%	2,571.33
210-5-13-10-225.000 Act 76 Childcare Tax	1,000.00	174.32	825.68	17.43%	128.23
210-5-13-10-230.000 Retirement	27,366.00	3,966.01	23,399.99	14.49%	2,960.80
210-5-13-10-250.000 Unemployment Insurance	3,834.00	786.15	3,047.85	20.50%	0.00
210-5-13-10-260.000 Workers Comp Insurance	21,182.00	0.00	21,182.00	0.00%	0.00
210-5-13-10-290.000 Other Employee Benefits	1,400.00	350.00	1,050.00	25.00%	350.00
210-5-13-10-330.000 Professional Services	14,310.00	571.68	13,738.32	3.99%	6.00
210-5-13-10-335.000 Audit	14,453.00	0.00	14,453.00	0.00%	0.00
210-5-13-10-500.000 Training, Conf, Dues	1,758.00	45.00	1,713.00	2.56%	45.00
210-5-13-10-505.000 Tech. Subs, Licenses	21,999.00	10,697.28	11,301.72	48.63%	460.00
210-5-13-10-520.000 PACIF Insurance	103,615.00	0.00	103,615.00	0.00%	0.00
210-5-13-10-550.000 Printing and Binding	3,883.00	0.00	3,883.00	0.00%	0.00
210-5-13-10-560.000 Postage	2,800.00	1,886.84	913.16	67.39%	1,886.84
210-5-13-10-570.000 Other Purchased Services	0.00	0.00	0.00	0.00%	-26.57
210-5-13-10-580.000 Travel	1,140.00	0.00	1,140.00	0.00%	0.00
210-5-13-10-610.000 General Supplies	800.00	0.00	800.00	0.00%	0.00
Total Finance	589,117.00	70,928.69	518,188.31	12.04%	42,981.44
210-5-14-10 Information Technology					
210-5-14-10-330.000 Professional Services	118,981.00	17,330.00	101,651.00	14.57%	8,575.00
210-5-14-10-432.000 R&M Technology	5,000.00	0.00	5,000.00	0.00%	0.00
210-5-14-10-505.000 Tech. Subs, Licenses	63,026.00	14,162.13	48,863.87	22.47%	8,940.85
210-5-14-10-735.000 Tech Hardware, Software,	41,604.00	1,347.00	40,257.00	3.24%	1,347.00
Total Information Technology	228,611.00	32,839.13	195,771.87	14.36%	18,862.85
210-5-15-10 Assessing					
210-5-15-10-330.000 Professional Services	89,068.00	0.00	89,068.00	0.00%	0.00
210-5-15-10-505.000 Tech. Subs, Licenses	500.00	520.00	-20.00	104.00%	0.00
Total Assessing	89,568.00	520.00	89,048.00	0.58%	0.00
210-5-16-10 Community Development					
210-5-16-10-110.000 Regular Salaries	223,763.00	33,299.64	190,463.36	14.88%	25,199.73
210-5-16-10-190.000 Board member Payments	14,400.00	200.00	14,200.00	1.39%	0.00
210-5-16-10-210.000 Group Insurance	33,625.00	6,607.09	27,017.91	19.65%	3,135.96
210-5-16-10-220.000 Social Security	18,142.00	2,652.78	15,489.22	14.62%	1,992.74
210-5-16-10-225.000 Act 76 Childcare Tax	783.00	124.06	658.94	15.84%	91.03
210-5-16-10-230.000 Retirement	21,347.00	2,694.60	18,652.40	12.62%	2,007.79
210-5-16-10-290.000 Other Employee Benefits	1,050.00	350.00	700.00	33.33%	350.00
210-5-16-10-320.000 Legal Services	16,978.00	45.00	16,933.00	0.27%	45.00
210-5-16-10-330.000 Professional Services	25,780.00	154.17	25,625.83	0.60%	74.23
210-5-16-10-500.000 Training, Conf, Dues	5,890.00	194.09	5,695.91	3.30%	89.50
210-5-16-10-505.000 Tech. Subs., Licenses	600.00	0.00	600.00	0.00%	0.00
210-5-16-10-530.000 Communications	1,320.00	0.00	1,320.00	0.00%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-5-16-10-540.000 Advertising	3,650.00	0.00	3,650.00	0.00%	0.00
210-5-16-10-550.000 Printing and Binding	1,000.00	0.00	1,000.00	0.00%	0.00
210-5-16-10-560.000 Postage	350.00	0.00	350.00	0.00%	0.00
210-5-16-10-580.000 Travel	8,400.00	654.30	7,745.70	7.79%	100.00
210-5-16-10-610.000 General Supplies	3,000.00	0.00	3,000.00	0.00%	0.00
210-5-16-10-810.111 BWAC	10,000.00	0.00	10,000.00	0.00%	0.00
210-5-16-10-899.000 Matching Grant Funds	6,000.00	0.00	6,000.00	0.00%	0.00
Total Community Development	396,078.00	46,975.73	349,102.27	11.86%	33,085.98
210-5-17-10 Economic Development					
210-5-17-10-850.000 Community Events and Cele	0.00	4.99	-4.99	100.00%	4.99
Total Economic Development	0.00	4.99	-4.99	100.00%	4.99
210-5-18-10 Health & Human Services					
210-5-18-10-800.106 Essex Rescue	196,338.00	0.00	196,338.00	0.00%	0.00
210-5-18-10-800.107 Essex Jct. Cemetery Assoc	20,000.00	20,000.00	0.00	100.00%	20,000.00
210-5-18-10-800.108 Essex Police Dept	2,841,023.00	0.00	2,841,023.00	0.00%	0.00
Total Health & Human Services	3,057,361.00	20,000.00	3,037,361.00	0.65%	20,000.00
210-5-19-10 County & Regional Functio					
210-5-19-10-800.101 CCRPC	13,720.00	13,720.00	0.00	100.00%	13,720.00
210-5-19-10-800.102 GMT	249,615.00	83,205.00	166,410.00	33.33%	0.00
210-5-19-10-800.103 County Tax	58,604.00	4,883.67	53,720.33	8.33%	0.00
210-5-19-10-800.104 Chamber of Commerce	965.00	0.00	965.00	0.00%	0.00
210-5-19-10-800.109 Winooski Valley Park Dist	31,472.00	0.00	31,472.00	0.00%	0.00
Total County & Regional Functio	354,376.00	101,808.67	252,567.33	28.73%	13,720.00
210-5-25-10 Fire					
210-5-25-10-120.000 Part Time Salaries	302,400.00	44,459.96	257,940.04	14.70%	29,353.90
210-5-25-10-210.000 Group Insurance	3,400.00	2,464.00	936.00	72.47%	0.00
210-5-25-10-220.000 Social Security	23,134.00	3,401.22	19,732.78	14.70%	2,245.59
210-5-25-10-225.000 Act 76 Childcare Tax	998.00	188.45	809.55	18.88%	124.04
210-5-25-10-260.000 Workers Comp Insurance	20,000.00	0.00	20,000.00	0.00%	0.00
210-5-25-10-290.000 Other Employee Benefits	1,000.00	216.00	784.00	21.60%	0.00
210-5-25-10-330.000 Professional Services	7,000.00	1,738.00	5,262.00	24.83%	1,738.00
210-5-25-10-430.000 R&M Vehicles & Equipment	26,000.00	754.16	25,245.84	2.90%	490.56
210-5-25-10-500.000 Training, Conf, Dues	7,000.00	200.00	6,800.00	2.86%	200.00
210-5-25-10-505.000 Tech. Subs, Licenses	8,000.00	0.00	8,000.00	0.00%	0.00
210-5-25-10-530.000 Communications	3,361.00	362.95	2,998.05	10.80%	181.48
210-5-25-10-570.000 Other Purchased Services	11,000.00	1,133.19	9,866.81	10.30%	0.00
210-5-25-10-610.000 General Supplies	4,000.00	618.38	3,381.62	15.46%	366.99
210-5-25-10-611.000 Small Tools and Equipment	45,000.00	1,970.25	43,029.75	4.38%	1,970.25
210-5-25-10-612.000 Uniforms	32,000.00	2,234.66	29,765.34	6.98%	774.26
210-5-25-10-613.000 Program Supplies	7,500.00	0.00	7,500.00	0.00%	0.00
210-5-25-10-626.000 Gasoline	6,500.00	524.32	5,975.68	8.07%	524.32
210-5-25-10-750.000 Machinery & Equipment	22,000.00	1,654.69	20,345.31	7.52%	1,632.09

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total Fire	530,293.00	61,920.23	468,372.77	11.68%	39,601.48
210-5-30-10 EJRP Administration					
210-5-30-10-110.000 Regular Salaries	461,786.00	66,877.16	394,908.84	14.48%	51,615.65
210-5-30-10-120.000 Part Time Salaries	0.00	405.01	-405.01	100.00%	405.01
210-5-30-10-210.000 Group Insurance	189,293.00	29,489.22	159,803.78	15.58%	15,303.57
210-5-30-10-220.000 Social Security	35,603.00	5,103.33	30,499.67	14.33%	3,945.61
210-5-30-10-225.000 Act 76 Childcare Tax	1,536.00	240.29	1,295.71	15.64%	183.81
210-5-30-10-230.000 Retirement	40,590.00	5,106.26	35,483.74	12.58%	3,926.76
210-5-30-10-290.000 Other Employee Benefits	2,100.00	0.00	2,100.00	0.00%	0.00
210-5-30-10-330.000 Professional Services	21,424.00	48.00	21,376.00	0.22%	24.00
210-5-30-10-442.000 Rental Vehicles/Equip	1,776.00	298.80	1,477.20	16.82%	149.40
210-5-30-10-500.000 Training, Conf, Dues	3,155.00	537.54	2,617.46	17.04%	357.54
210-5-30-10-505.000 Tech. Subs, Licenses	0.00	11,549.52	-11,549.52	100.00%	0.00
210-5-30-10-530.000 Communications	2,640.00	385.00	2,255.00	14.58%	220.00
210-5-30-10-561.000 CC Processing Fees	200.00	50.74	149.26	25.37%	0.00
210-5-30-10-610.000 General Supplies	15,000.00	1,335.95	13,664.05	8.91%	959.67
210-5-30-10-832.000 Scholarships	4,000.00	0.00	4,000.00	0.00%	0.00
210-5-30-10-850.000 Community Events & Celebr	17,500.00	10,000.00	7,500.00	57.14%	0.00
Total EJRP Administration	796,603.00	131,426.82	665,176.18	16.50%	77,091.02
210-5-30-12 EJRP Parks and Facilities					
210-5-30-12-110.000 Regular Salaries	143,767.00	21,165.56	122,601.44	14.72%	15,874.17
210-5-30-12-120.000 Part Time Salaries	56,341.00	20,198.23	36,142.77	35.85%	14,760.95
210-5-30-12-130.000 Overtime	0.00	165.92	-165.92	100.00%	165.92
210-5-30-12-210.000 Group Insurance	40,769.00	5,621.84	35,147.16	13.79%	2,689.53
210-5-30-12-220.000 Social Security	15,400.00	3,171.77	12,228.23	20.60%	2,352.49
210-5-30-12-225.000 Act 76 Childcare Tax	664.00	180.32	483.68	27.16%	134.38
210-5-30-12-230.000 Retirement	14,447.00	2,136.64	12,310.36	14.79%	1,602.48
210-5-30-12-290.000 Other Employee Benefits	700.00	0.00	700.00	0.00%	0.00
210-5-30-12-330.000 Professional Services	12,603.00	1,938.00	10,665.00	15.38%	450.00
210-5-30-12-431.000 R&M Buildings & Grounds	12,013.00	0.00	12,013.00	0.00%	0.00
210-5-30-12-441.000 Rental Land/Buildings	500.00	0.00	500.00	0.00%	0.00
210-5-30-12-442.000 Rental Vehicles/Equip	2,925.00	0.00	2,925.00	0.00%	0.00
210-5-30-12-500.000 Training, Conf, Dues	2,000.00	140.00	1,860.00	7.00%	140.00
210-5-30-12-530.000 Communications	1,320.00	0.00	1,320.00	0.00%	0.00
210-5-30-12-610.000 General Supplies	30,000.00	6,023.24	23,976.76	20.08%	4,382.61
210-5-30-12-626.000 Gasoline	1,500.00	312.58	1,187.42	20.84%	312.58
Total EJRP Parks and Facilities	334,949.00	61,054.10	273,894.90	18.23%	42,865.11
210-5-30-13 Adult Programs					
210-5-30-13-500.000 Training, Conferences, Du	0.00	1,291.95	-1,291.95	100.00%	0.00
210-5-30-13-530.000 Communications	0.00	38.84	-38.84	100.00%	38.84
210-5-30-13-610.000 General Supplies	0.00	283.40	-283.40	100.00%	200.39
Total Adult Programs	0.00	1,614.19	-1,614.19	100.00%	239.23

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-35-10 Brownell Library					
210-5-35-10-110.000 Regular Salaries	458,449.00	61,338.60	397,110.40	13.38%	46,249.78
210-5-35-10-120.000 Part Time Salaries	146,548.00	18,652.51	127,895.49	12.73%	13,211.80
210-5-35-10-190.000 Board Member Payments	5,500.00	0.00	5,500.00	0.00%	0.00
210-5-35-10-210.000 Group Insurance	158,376.00	21,943.61	136,432.39	13.86%	11,456.66
210-5-35-10-220.000 Social Security	46,605.00	6,091.89	40,513.11	13.07%	4,528.27
210-5-35-10-225.000 Act 76 Childcare Tax	2,010.00	321.16	1,688.84	15.98%	236.87
210-5-35-10-230.000 Retirement	48,190.00	6,802.17	41,387.83	14.12%	5,115.11
210-5-35-10-290.000 Other Employee Benefits	2,450.00	0.00	2,450.00	0.00%	0.00
210-5-35-10-340.000 Technical Services	3,000.00	1,060.00	1,940.00	35.33%	0.00
210-5-35-10-442.000 Rental Vehicles/Equip	3,901.00	656.00	3,245.00	16.82%	328.00
210-5-35-10-500.000 Training, Conf, Dues	6,500.00	1,432.46	5,067.54	22.04%	127.46
210-5-35-10-505.000 Tech. Subs, Licenses	13,500.00	2,781.87	10,718.13	20.61%	138.82
210-5-35-10-530.000 Communications	2,640.00	440.00	2,200.00	16.67%	220.00
210-5-35-10-540.000 Advertising	700.00	0.00	700.00	0.00%	0.00
210-5-35-10-560.000 Postage	3,000.00	303.55	2,696.45	10.12%	29.20
210-5-35-10-610.000 General Supplies	12,200.00	1,470.45	10,729.55	12.05%	1,443.18
210-5-35-10-640.201 Adult Collection	52,000.00	6,153.62	45,846.38	11.83%	1,573.98
210-5-35-10-640.202 Juvenile Collection	26,000.00	4,635.14	21,364.86	17.83%	477.90
210-5-35-10-735.000 Tech: Equip/Hardware	9,000.00	0.00	9,000.00	0.00%	0.00
210-5-35-10-755.000 Furniture & Fixtures	8,000.00	0.00	8,000.00	0.00%	0.00
210-5-35-10-840.201 Adult Programs	2,000.00	176.01	1,823.99	8.80%	4.99
210-5-35-10-840.202 Childrens Programs	4,500.00	950.95	3,549.05	21.13%	639.93
210-5-35-10-845.000 Employee/Volunteer Recogn	1,500.00	0.00	1,500.00	0.00%	0.00
210-5-35-10-895.000 State and Other Grant Exp	0.00	2,800.00	-2,800.00	100.00%	633.24
Total Brownell Library	1,016,569.00	138,009.99	878,559.01	13.58%	86,415.19

210-5-40-12 Highways					
210-5-40-12-110.000 Regular Salaries	247,092.00	31,161.20	215,930.80	12.61%	22,096.86
210-5-40-12-120.000 Part Time Salaries	28,323.00	4,282.36	24,040.64	15.12%	3,036.19
210-5-40-12-130.000 Overtime	28,237.00	2,321.80	25,915.20	8.22%	2,006.28
210-5-40-12-190.000 Board Member Payments	3,000.00	0.00	3,000.00	0.00%	0.00
210-5-40-12-210.000 Group Insurance	135,833.00	21,862.05	113,970.95	16.09%	12,206.14
210-5-40-12-220.000 Social Security	23,615.00	2,855.17	20,759.83	12.09%	2,050.74
210-5-40-12-225.000 Act 76 Childcare Tax	1,019.00	147.81	871.19	14.51%	108.50
210-5-40-12-230.000 Retirement	24,809.00	3,255.70	21,553.30	13.12%	2,441.73
210-5-40-12-250.000 Unemployment Insurance	432.00	83.68	348.32	19.37%	0.00
210-5-40-12-260.000 Workers Comp Insurance	12,600.00	0.00	12,600.00	0.00%	0.00
210-5-40-12-290.000 Other Employee Benefits	1,400.00	0.00	1,400.00	0.00%	0.00
210-5-40-12-330.000 Professional Services	20,000.00	138.75	19,861.25	0.69%	138.75
210-5-40-12-410.000 Water and Sewer Charges	3,500.00	0.00	3,500.00	0.00%	0.00
210-5-40-12-422.000 Snow Removal	21,000.00	0.00	21,000.00	0.00%	0.00
210-5-40-12-425.000 Trash Removal	9,500.00	1,671.55	7,828.45	17.60%	858.80
210-5-40-12-430.000 R&M Vehicles & Equipment	100,000.00	12,678.32	87,321.68	12.68%	9,604.68
210-5-40-12-431.000 R&M Buildings & Grounds	10,000.00	0.00	10,000.00	0.00%	0.00
210-5-40-12-441.000 Rental Land/Buildings	13,000.00	0.00	13,000.00	0.00%	0.00
210-5-40-12-442.000 Rental Vehicles/Equip	3,864.00	292.40	3,571.60	7.57%	70.40
210-5-40-12-451.000 Summer Construction Servi	300,000.00	176,211.96	123,788.04	58.74%	173,445.53
210-5-40-12-500.000 Training, Conf, Dues	3,500.00	0.00	3,500.00	0.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-40-12-505.000 Tech. Subs, Licenses	0.00	6,399.96	-6,399.96	100.00%	151.60
210-5-40-12-520.000 PACIF Insurance	17,800.00	0.00	17,800.00	0.00%	0.00
210-5-40-12-521.000 Insurance Deductibles	1,000.00	0.00	1,000.00	0.00%	0.00
210-5-40-12-530.000 Communications	4,500.00	855.04	3,644.96	19.00%	374.59
210-5-40-12-540.000 Advertising	500.00	0.00	500.00	0.00%	0.00
210-5-40-12-571.000 Streetscape Maintenance	20,000.00	31.45	19,968.55	0.16%	0.00
210-5-40-12-572.000 Traffic Control	33,000.00	6,829.93	26,170.07	20.70%	6,463.65
210-5-40-12-573.000 Sidewalk and Curb Maint	6,000.00	0.00	6,000.00	0.00%	0.00
210-5-40-12-600.000 Salt, Sand and Gravel	165,000.00	0.00	165,000.00	0.00%	0.00
210-5-40-12-605.000 Summer Construction Suppl	45,000.00	2,935.73	42,064.27	6.52%	1,748.53
210-5-40-12-609.000 Safety Supplies	3,000.00	55.02	2,944.98	1.83%	55.02
210-5-40-12-610.000 General Supplies	35,000.00	2,954.58	32,045.42	8.44%	2,677.27
210-5-40-12-610.200 Streetlight Supplies	15,000.00	2,110.60	12,889.40	14.07%	2,110.60
210-5-40-12-612.000 Uniforms	2,700.00	885.45	1,814.55	32.79%	789.45
210-5-40-12-621.000 Natural Gas/Heating	4,200.00	162.32	4,037.68	3.86%	162.32
210-5-40-12-622.000 Electricity	4,500.00	1,528.45	2,971.55	33.97%	1,528.45
210-5-40-12-622.200 Streetlight Electricity	138,000.00	12,311.32	125,688.68	8.92%	12,311.32
210-5-40-12-626.000 Gasoline	50,000.00	2,412.77	47,587.23	4.83%	2,379.80
210-5-40-12-750.000 Machinery & Equipment	7,000.00	0.00	7,000.00	0.00%	0.00
210-5-40-12-810.112 Tree Advisory Committee	10,000.00	-200.00	10,200.00	-2.00%	-200.00
210-5-40-12-890.834 Emerald Ash Borer	0.00	345.00	-345.00	100.00%	345.00
Total Highways	1,552,924.00	296,580.37	1,256,343.63	19.10%	258,962.20
210-5-40-13 Stormwater					
210-5-40-13-110.000 Regular Salaries	32,814.00	4,830.96	27,983.04	14.72%	3,623.22
210-5-40-13-120.000 Part Time Salaries	17,760.00	9,342.50	8,417.50	52.60%	6,974.50
210-5-40-13-210.000 Group Insurance	9,040.00	1,281.78	7,758.22	14.18%	637.74
210-5-40-13-220.000 Social Security	3,875.00	1,081.84	2,793.16	27.92%	808.90
210-5-40-13-225.000 Act 76 Childcare Tax	167.00	45.64	121.36	27.33%	30.68
210-5-40-13-230.000 Retirement	2,871.00	105.68	2,765.32	3.68%	0.00
210-5-40-13-250.000 Unemployment Insurance	7.00	7.27	-0.27	103.86%	0.00
210-5-40-13-260.000 Workers Comp Insurance	2,200.00	0.00	2,200.00	0.00%	0.00
210-5-40-13-330.000 Professional Services	42,000.00	24,587.50	17,412.50	58.54%	24,587.50
210-5-40-13-451.000 Summer Construction Servi	25,000.00	631.97	24,368.03	2.53%	631.97
210-5-40-13-500.000 Training, Conferences, Du	2,000.00	0.00	2,000.00	0.00%	0.00
210-5-40-13-510.000 Permit, License, Registra	18,166.00	6,760.00	11,406.00	37.21%	360.00
210-5-40-13-540.000 Advertising	2,000.00	0.00	2,000.00	0.00%	0.00
210-5-40-13-570.000 Other Purchased Services	5,000.00	44.89	4,955.11	0.90%	34.45
210-5-40-13-575.000 Storm Sewer Maintenance	30,000.00	8,425.14	21,574.86	28.08%	8,356.30
210-5-40-13-580.000 Travel	1,500.00	140.75	1,359.25	9.38%	93.98
210-5-40-13-830.000 Regular Programs	1,200.00	0.00	1,200.00	0.00%	0.00
210-5-40-13-899.000 Matching Grant Funds	35,250.00	0.00	35,250.00	0.00%	0.00
Total Stormwater	230,850.00	57,285.92	173,564.08	24.82%	46,139.24
210-5-41 Buildings					
210-5-41-20 2 Lincoln Street					
210-5-41-20-400.000 Contracted Services	3,000.00	225.00	2,775.00	7.50%	225.00
210-5-41-20-410.000 Water and Sewer Charges	750.00	0.00	750.00	0.00%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-5-41-20-420.000 Cleaning Services	15,000.00	50.00	14,950.00	0.33%	50.00
210-5-41-20-425.000 Trash Removal	4,000.00	320.90	3,679.10	8.02%	320.90
210-5-41-20-431.000 R&M Buildings & Grounds	5,000.00	214.05	4,785.95	4.28%	118.87
210-5-41-20-530.000 Communications	10,600.00	1,606.89	8,993.11	15.16%	1,086.17
210-5-41-20-610.000 General Supplies	2,150.00	377.91	1,772.09	17.58%	276.80
210-5-41-20-621.000 Natural Gas/Heating	5,800.00	106.97	5,693.03	1.84%	106.97
210-5-41-20-622.000 Electricity	8,500.00	800.99	7,699.01	9.42%	800.99
210-5-41-20-755.000 Furniture and Fixtures	7,000.00	69.98	6,930.02	1.00%	-130.00
Total 2 Lincoln Street	61,800.00	3,772.69	58,027.31	6.10%	2,855.70
210-5-41-21 Brownell Library					
210-5-41-21-400.000 Contracted Services	6,350.00	1,917.95	4,432.05	30.20%	1,667.95
210-5-41-21-410.000 Water and Sewer Charges	540.00	0.00	540.00	0.00%	0.00
210-5-41-21-420.000 Cleaning Services	30,000.00	3,680.59	26,319.41	12.27%	3,680.59
210-5-41-21-431.000 R&M Buildings & Grounds	23,300.00	170.84	23,129.16	0.73%	0.00
210-5-41-21-530.000 Communications	4,470.00	334.94	4,135.06	7.49%	334.94
210-5-41-21-610.000 General Supplies	1,800.00	114.35	1,685.65	6.35%	114.35
210-5-41-21-621.000 Natural Gas/Heating	7,200.00	113.52	7,086.48	1.58%	113.52
210-5-41-21-622.000 Electricity	14,650.00	2,064.95	12,585.05	14.10%	2,064.95
210-5-41-21-755.000 Furniture and Fixtures	2,155.00	0.00	2,155.00	0.00%	0.00
Total Brownell Library	90,465.00	8,397.14	82,067.86	9.28%	7,976.30
210-5-41-22 Fire Station					
210-5-41-22-400.000 Contracted Services	600.00	0.00	600.00	0.00%	0.00
210-5-41-22-410.000 Water and Sewer Charges	500.00	0.00	500.00	0.00%	0.00
210-5-41-22-420.000 Cleaning Services	250.00	0.00	250.00	0.00%	0.00
210-5-41-22-431.000 R&M Buildings & Grounds	8,500.00	375.85	8,124.15	4.42%	0.00
210-5-41-22-530.000 Communications	4,140.00	331.19	3,808.81	8.00%	331.19
210-5-41-22-610.000 General Supplies	1,500.00	0.00	1,500.00	0.00%	0.00
210-5-41-22-621.000 Natural Gas/Heating	5,000.00	115.91	4,884.09	2.32%	115.91
210-5-41-22-622.000 Electricity	8,000.00	800.98	7,199.02	10.01%	800.98
210-5-41-22-755.000 Furniture and Fixtures	2,000.00	0.00	2,000.00	0.00%	0.00
Total Fire Station	30,490.00	1,623.93	28,866.07	5.33%	1,248.08
210-5-41-23 Park Street School					
210-5-41-23-400.000 Contracted Services	2,000.00	0.00	2,000.00	0.00%	0.00
210-5-41-23-410.000 Water and Sewer Charges	1,150.00	0.00	1,150.00	0.00%	0.00
210-5-41-23-420.000 Cleaning Services	0.00	2,282.00	-2,282.00	100.00%	2,282.00
210-5-41-23-431.000 R&M Buildings & Grounds	15,000.00	3,351.79	11,648.21	22.35%	1,950.50
210-5-41-23-530.000 Communications	3,100.00	925.54	2,174.46	29.86%	618.27
210-5-41-23-621.000 Natural Gas/Heating	3,900.00	181.33	3,718.67	4.65%	181.33
210-5-41-23-622.000 Electricity	5,900.00	498.23	5,401.77	8.44%	498.23
Total Park Street School	31,050.00	7,238.89	23,811.11	23.31%	5,530.33
210-5-41-26 Maple St. Park and Pool					
210-5-41-26-400.000 Contracted Services	3,000.00	1,302.96	1,697.04	43.43%	1,002.96

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-5-41-26-410.000 Water and Sewer Charges	7,800.00	0.00	7,800.00	0.00%	0.00
210-5-41-26-420.000 Cleaning Services	32,500.00	2,282.00	30,218.00	7.02%	2,282.00
210-5-41-26-425.000 Trash Removal	4,900.00	490.15	4,409.85	10.00%	490.15
210-5-41-26-431.000 R&M Buildings & Grounds	30,000.00	364.73	29,635.27	1.22%	364.73
210-5-41-26-530.000 Communications	9,150.00	1,372.02	7,777.98	14.99%	528.69
210-5-41-26-610.000 General Supplies	6,500.00	146.92	6,353.08	2.26%	146.92
210-5-41-26-621.000 Natural Gas/Heating	6,500.00	127.35	6,372.65	1.96%	127.35
210-5-41-26-622.000 Electricity	36,500.00	6,296.26	30,203.74	17.25%	6,296.26
Total Maple St. Park and Pool	136,850.00	12,382.39	124,467.61	9.05%	11,239.06
Total Buildings	350,655.00	33,415.04	317,239.96	9.53%	28,849.47
210-5-90-00 Transfers and Misc.					
210-5-90-00-640.201 Adult Collection replacem	0.00	90.70	-90.70	100.00%	73.75
210-5-90-00-920.000 Transfer btwn funds (capi	1,031,574.00	257,893.50	773,680.50	25.00%	0.00
210-5-90-00-922.000 Contribution to FB/Reserv	5,000.00	1,250.00	3,750.00	25.00%	0.00
210-5-90-00-991.000 Library Donation Expense	0.00	1,266.01	-1,266.01	100.00%	626.96
Total Transfers and Misc.	1,036,574.00	260,500.21	776,073.79	25.13%	700.71
210-5-95-00 Debt Service					
210-5-95-00-900.000 Transfer Between Town/Cit	200,574.00	0.00	200,574.00	0.00%	0.00
210-5-95-00-950.903 Capital Imp Principal	135,135.00	0.00	135,135.00	0.00%	0.00
210-5-95-00-955.903 Capital Imp Interest	56,344.00	0.00	56,344.00	0.00%	0.00
Total Debt Service	392,053.00	0.00	392,053.00	0.00%	0.00
Total Expenditures	12,004,125.00	1,473,706.68	10,530,418.32	12.28%	796,491.32
Total GENERAL FUND	-1.00	29,584,643.44	-29,584,642.44		29,801,015.08

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
220-4-00-00-010.000 Property Taxes	112,000.00	57,051.46	54,948.54	50.94%	57,051.46
220-4-00-00-060.000 Interest Income	0.00	2,276.77	-2,276.77	100.00%	0.00
Total Revenues	112,000.00	59,328.23	52,671.77	52.97%	57,051.46
220-5-00-00-720.005 Crescent Connector Amenit	109,000.00	0.00	109,000.00	0.00%	0.00
220-5-00-00-899.000 Matching Grant Funds	250,000.00	0.00	250,000.00	0.00%	0.00
Total Expenditures	359,000.00	0.00	359,000.00	0.00%	0.00
Total ECONOMIC DEVELOPMENT FUND	-247,000.00	59,328.23	187,671.77	-24.02%	57,051.46

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
221-4-00-00-050.000 Donation Revenue	0.00	618.00	-618.00	100.00%	618.00
221-4-00-00-060.000 Interest Income	0.00	9.98	-9.98	100.00%	0.00
Total Revenues	0.00	627.98	-627.98	100.00%	618.00
Total MEMORIAL PARK FUND	0.00	627.98	-627.98	-100.00%	618.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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Total Revenues	0.00	0.00	0.00	0.00%	0.00
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Total Expenditures	0.00	0.00	0.00	0.00%	0.00
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Total ARPA FUNDS	0.00	0.00	0.00	0.00%	0.00
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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
224-4-00-00-015.000 LOT Revenue	874,432.00	0.00	874,432.00	0.00%	0.00
224-4-00-00-060.000 Interest Income	0.00	3,847.98	-3,847.98	100.00%	0.00
Total Revenues	874,432.00	3,847.98	870,584.02	0.44%	0.00
224-5-00-00-920.000 Transfer to Capital	1,000,000.00	250,000.00	750,000.00	25.00%	0.00
224-5-40-12-573.000 Sidewalk Improve/Repairs	218,608.00	0.00	218,608.00	0.00%	0.00
Total Expenditures	1,218,608.00	250,000.00	968,608.00	20.52%	0.00
Total LOCAL OPTION TAX	-344,176.00	-246,152.02	590,328.02	71.52%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
230-4-00-00 Revenue					
230-4-00-00-055.000 Contributions/Assessments	15,918.00	0.00	15,918.00	0.00%	0.00
230-4-00-00-060.000 Interest Income	0.00	11,429.79	-11,429.79	100.00%	0.00
230-4-00-00-092.000 Transfer to Capital	1,584,744.00	396,186.00	1,188,558.00	25.00%	0.00
Total Revenue	1,600,662.00	407,615.79	1,193,046.21	25.47%	0.00
230-4-40-13-040.801 02140-84474-020 FEMA Dens					
230-4-40-13-040.801 02140-84474-020 FEMA Dens	0.00	83,739.57	-83,739.57	100.00%	83,739.57
230-4-40-13-041.801 02140-84474-020 Densmore					
230-4-40-13-041.801 02140-84474-020 Densmore	0.00	31,024.50	-31,024.50	100.00%	31,024.50
Total Revenues	1,600,662.00	522,379.86	1,078,282.14	32.64%	114,764.07
230-5-16-10-890.824 Cres. Connector					
230-5-16-10-890.824 Cres. Connector	0.00	641,445.85	-641,445.85	100.00%	639,494.78
230-5-40-10-720.000 Railroad Ave Rd/Wtr Line					
230-5-40-10-720.000 Railroad Ave Rd/Wtr Line	116,927.00	0.00	116,927.00	0.00%	0.00
230-5-40-10-720.002 Iroquois Ave Road and Wat					
230-5-40-10-720.002 Iroquois Ave Road and Wat	1,520,449.00	0.00	1,520,449.00	0.00%	0.00
230-5-40-13-722.002 Sliplining of Pipes					
230-5-40-13-722.002 Sliplining of Pipes	30,000.00	0.00	30,000.00	0.00%	0.00
230-5-40-13-722.003 Old Colchester Box Culver					
230-5-40-13-722.003 Old Colchester Box Culver	50,000.00	0.00	50,000.00	0.00%	0.00
Total Expenditures	1,717,376.00	641,445.85	1,075,930.15	37.35%	639,494.78
Total GEN FUND CAP RESERVE	-116,714.00	-119,065.99	235,779.99	102.02%	-524,730.71

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
231-4-00-00-060.000 Interest Income	0.00	3,951.05	-3,951.05	100.00%	0.00
231-4-00-00-092.000 Transfer to Capital	283,450.00	70,862.50	212,587.50	25.00%	0.00
Total Revenues	283,450.00	74,813.55	208,636.45	26.39%	0.00
231-5-25-10-751.001 Ladder Truck Frame Replac	293,593.00	0.00	293,593.00	0.00%	0.00
231-5-40-12-751.002 4Wd Pickup - Trk #3	63,000.00	0.00	63,000.00	0.00%	0.00
231-5-40-12-751.009 Dump Truck #5	262,500.00	0.00	262,500.00	0.00%	0.00
Total Expenditures	619,093.00	0.00	619,093.00	0.00%	0.00
Total ROLLING STOCK FUND	-335,643.00	74,813.55	260,829.45	-22.29%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
232-4-00-00-060.000 Interest Income	0.00	-768.92	768.92	100.00%	0.00
232-4-00-00-092.000 Transfer to Capital	50,000.00	12,500.00	37,500.00	25.00%	0.00
Total Revenues	50,000.00	11,731.08	38,268.92	23.46%	0.00
232-5-41-20-890.832 2 Lincoln Street Renovati	0.00	81,700.10	-81,700.10	100.00%	76,051.02
232-5-41-21-730.004 Flooring	75,000.00	0.00	75,000.00	0.00%	0.00
Total Expenditures	75,000.00	81,700.10	-6,700.10	108.93%	76,051.02
Total BUILDING MAINT FUND	-25,000.00	-69,969.02	94,969.02	279.88%	-76,051.02

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
233-4-00-00-060.000 Interest Income	0.00	158.94	-158.94	100.00%	0.00
233-4-00-00-092.000 Transfer to Capital	113,380.00	28,345.00	85,035.00	25.00%	0.00
Total Revenues	113,380.00	28,503.94	84,876.06	25.14%	0.00
233-5-00-00-721.001 Pedestrian Paths	15,626.00	0.00	15,626.00	0.00%	0.00
233-5-00-00-740.001 Landscaping	12,000.00	12,000.00	0.00	100.00%	0.00
233-5-00-00-740.005 Park Amenities	47,198.00	0.00	47,198.00	0.00%	0.00
233-5-00-00-740.006 Pool Improvements	6,500.00	0.00	6,500.00	0.00%	0.00
233-5-00-00-750.001 Maintenance Equipment	32,056.00	12,759.20	19,296.80	39.80%	0.00
Total Expenditures	113,380.00	24,759.20	88,620.80	21.84%	0.00
Total EJRP CAP RESERVE	0.00	3,744.74	-3,744.74	-100.00%	0.00

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

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
254-4-54-20 Water Revenues					
254-4-54-20-021.000 Water User Fees	1,600,514.00	1,190.00	1,599,324.00	0.07%	625.00
254-4-54-20-021.001 Water Large User Fees	194,672.00	28,039.93	166,632.07	14.40%	14,902.75
254-4-54-20-024.000 Utility Connection Fees	7,000.00	2,200.00	4,800.00	31.43%	1,650.00
254-4-54-20-060.000 Interest Income	1,000.00	3,521.01	-2,521.01	352.10%	0.00
254-4-54-20-085.000 Penalties	5,000.00	3,302.72	1,697.28	66.05%	-42.58
254-4-54-20-098.000 Misc Revenue	150.00	0.00	150.00	0.00%	0.00
Total Water Revenues	1,808,336.00	38,253.66	1,770,082.34	2.12%	17,135.17
254-4-54-70 Nonoperating Revenues					
254-4-54-70-021.400 Water Passthrough - Globa	0.00	538,038.02	-538,038.02	100.00%	277,077.32
254-4-54-70-092.000 Transfer to Capital	510,000.00	127,500.00	382,500.00	25.00%	0.00
Total Nonoperating Revenues	510,000.00	665,538.02	-155,538.02	130.50%	277,077.32
Total Revenues	2,318,336.00	703,791.68	1,614,544.32	30.36%	294,212.49

254-5-54-20 Operating Expenses					
254-5-54-20-110.000 Regular Salaries	146,915.00	12,491.72	134,423.28	8.50%	8,757.21
254-5-54-20-120.000 Part Time Salaries	0.00	117.34	-117.34	100.00%	0.00
254-5-54-20-130.000 Overtime	13,669.00	618.13	13,050.87	4.52%	460.13
254-5-54-20-210.000 Group Insurance	94,158.00	10,174.44	83,983.56	10.81%	6,144.54
254-5-54-20-220.000 Social Security	12,491.00	1,000.51	11,490.49	8.01%	696.50
254-5-54-20-225.000 Act 76 Childcare Tax	539.00	38.71	500.29	7.18%	22.98
254-5-54-20-230.000 Retirement	14,879.00	922.03	13,956.97	6.20%	568.31
254-5-54-20-250.000 Unemployment Insurance	184.00	38.74	145.26	21.05%	0.00
254-5-54-20-260.000 Workers Comp Insurance	7,200.00	0.00	7,200.00	0.00%	0.00
254-5-54-20-290.000 Other Employee Benefits	700.00	0.00	700.00	0.00%	0.00
254-5-54-20-330.000 Professional Services	1,000.00	0.00	1,000.00	0.00%	0.00
254-5-54-20-335.000 Audit	5,477.00	0.00	5,477.00	0.00%	0.00
254-5-54-20-410.000 Water and Sewer Charges	200.00	0.00	200.00	0.00%	0.00
254-5-54-20-411.000 CWD Water Purchase	722,132.00	54,947.25	667,184.75	7.61%	54,947.25
254-5-54-20-430.000 R&M Vehicles & Equipment	5,000.00	0.00	5,000.00	0.00%	0.00
254-5-54-20-433.000 R&M Infrastructure	25,000.00	255.75	24,744.25	1.02%	255.75
254-5-54-20-441.000 Rental Land/Buildings	150.00	0.00	150.00	0.00%	0.00
254-5-54-20-491.000 Administrative Fees	190,891.00	47,722.75	143,168.25	25.00%	0.00
254-5-54-20-500.000 Training, Conf, Dues	4,500.00	0.00	4,500.00	0.00%	0.00
254-5-54-20-505.000 Tech. Subs, Licenses	2,551.00	1,303.12	1,247.88	51.08%	0.00
254-5-54-20-520.000 PACIF Insurance	6,974.00	0.00	6,974.00	0.00%	0.00
254-5-54-20-521.000 Insurance Deductibles	1,000.00	0.00	1,000.00	0.00%	0.00
254-5-54-20-530.000 Communications	2,500.00	362.08	2,137.92	14.48%	181.04
254-5-54-20-550.000 Printing and Binding	2,500.00	0.00	2,500.00	0.00%	0.00
254-5-54-20-560.000 Postage	3,800.00	0.00	3,800.00	0.00%	0.00
254-5-54-20-609.000 Safety Supplies	3,000.00	0.00	3,000.00	0.00%	0.00
254-5-54-20-610.000 General Supplies	7,000.00	2,309.79	4,690.21	33.00%	313.84
254-5-54-20-612.000 Uniforms	1,350.00	326.00	1,024.00	24.15%	326.00
254-5-54-20-614.000 Meters and Parts	6,000.00	0.00	6,000.00	0.00%	0.00
254-5-54-20-621.000 Natural Gas/Heating	3,500.00	91.97	3,408.03	2.63%	91.97

WATER FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
254-5-54-20-622.000 Electricity	1,400.00	96.17	1,303.83	6.87%	96.17
254-5-54-20-626.000 Gasoline	3,000.00	132.59	2,867.41	4.42%	132.59
254-5-54-20-735.000 Tech: Equip/Hardware	1,676.00	0.00	1,676.00	0.00%	0.00
254-5-54-20-750.000 Machinery & Equipment	7,000.00	0.00	7,000.00	0.00%	0.00
254-5-54-20-920.000 Transfer btwn funds (capi	510,000.00	127,500.00	382,500.00	25.00%	0.00
Total Operating Expenses	1,808,336.00	260,449.09	1,547,886.91	14.40%	72,994.28
254-5-54-70 NonOperating Expenses					
254-5-54-70-411.400 CWD Water Purchase - Glob	0.00	277,077.32	-277,077.32	100.00%	277,077.32
254-5-54-70-723.001 Railroad Ave Rd/Wtr Line	127,745.00	0.00	127,745.00	0.00%	0.00
254-5-54-70-723.005 Iriquois Ave Water Line	418,164.00	0.00	418,164.00	0.00%	0.00
254-5-54-70-723.006 Service Line Inventoy	0.00	28,987.21	-28,987.21	100.00%	28,987.21
254-5-54-70-750.001 Meter Replacement Program	10,284.00	175.00	10,109.00	1.70%	175.00
Total NonOperating Expenses	556,193.00	306,239.53	249,953.47	55.06%	306,239.53
Total Expenditures	2,364,529.00	566,688.62	1,797,840.38	23.97%	379,233.81
Total WATER FUND	-46,193.00	137,103.06	-90,910.06	-296.80%	-85,021.32

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-4-55-30 Operating Revenue					
255-4-55-30-022.000 Sewer User Fees	1,075,639.00	0.00	1,075,639.00	0.00%	0.00
255-4-55-30-022.001 City: Septage Discharg	55,000.00	44,392.56	10,607.44	80.71%	24,771.00
255-4-55-30-022.002 City: Leachate Revenue	1,000.00	429.78	570.22	42.98%	199.61
255-4-55-30-025.001 Tri-Town: WWTF Charge - E	753,285.00	188,321.25	564,963.75	25.00%	0.00
255-4-55-30-025.002 Tri-Town: WWTF Charge - W	1,030,988.00	257,747.00	773,241.00	25.00%	0.00
255-4-55-30-025.003 Tri-Town: Septage	25,000.00	0.00	25,000.00	0.00%	0.00
255-4-55-30-025.004 Tri-Town: Leachate	100.00	0.00	100.00	0.00%	0.00
255-4-55-30-025.005 Tri-Town: Pump Station In	36,000.00	9,000.00	27,000.00	25.00%	0.00
255-4-55-30-060.000 Interest Income	0.00	7,445.59	-7,445.59	100.00%	0.00
255-4-55-30-085.000 Penalties	3,500.00	2,152.40	1,347.60	61.50%	-30.21
255-4-55-30-098.000 Misc Revenue	0.00	4,550.00	-4,550.00	100.00%	4,550.00
Total Operating Revenue	2,980,512.00	514,038.58	2,466,473.42	17.25%	29,490.40
255-4-55-70 Nonoperating Revenues					
255-4-55-70-092.000 Transfer to Capital	460,000.00	115,000.00	345,000.00	25.00%	0.00
Total Nonoperating Revenues	460,000.00	115,000.00	345,000.00	25.00%	0.00
Total Revenues	3,440,512.00	629,038.58	2,811,473.42	18.28%	29,490.40

255-5-55-30 Operating Expenses					
255-5-55-30-110.000 Regular Salaries	467,036.00	61,973.12	405,062.88	13.27%	43,080.58
255-5-55-30-120.000 Part Time Salaries	8,880.00	5,173.27	3,706.73	58.26%	3,761.50
255-5-55-30-130.000 Overtime	44,888.00	7,038.54	37,849.46	15.68%	5,149.27
255-5-55-30-210.000 Group Insurance	157,225.00	16,011.50	141,213.50	10.18%	7,419.04
255-5-55-30-220.000 Social Security	41,515.00	5,801.65	35,713.35	13.97%	4,030.26
255-5-55-30-225.000 Act 76 Childcare Tax	1,791.00	299.11	1,491.89	16.70%	210.03
255-5-55-30-230.000 Retirement	45,999.00	6,332.46	39,666.54	13.77%	4,479.80
255-5-55-30-250.000 Unemployment Insurance	672.00	141.48	530.52	21.05%	0.00
255-5-55-30-260.000 Workers Comp Insurance	25,400.00	0.00	25,400.00	0.00%	0.00
255-5-55-30-290.000 Other Employee Benefits	3,150.00	0.00	3,150.00	0.00%	0.00
255-5-55-30-320.000 Legal Services	3,000.00	247.50	2,752.50	8.25%	247.50
255-5-55-30-330.000 Professional Services	8,300.00	365.24	7,934.76	4.40%	365.24
255-5-55-30-335.000 Audit	5,188.00	0.00	5,188.00	0.00%	0.00
255-5-55-30-340.000 Technical Services	26,250.00	1,140.00	25,110.00	4.34%	875.00
255-5-55-30-340.001 Lab Testing	0.00	35.00	-35.00	100.00%	0.00
255-5-55-30-410.000 Water and Sewer Charges	3,500.00	0.00	3,500.00	0.00%	0.00
255-5-55-30-421.000 Grit Disposal	17,600.00	1,260.81	16,339.19	7.16%	1,260.81
255-5-55-30-430.000 R&M Vehicles & Equipment	3,000.00	0.00	3,000.00	0.00%	0.00
255-5-55-30-431.000 R&M Buildings	26,625.00	94.95	26,530.05	0.36%	0.00
255-5-55-30-435.000 COGEN	35,000.00	2,090.90	32,909.10	5.97%	1,753.82
255-5-55-30-442.000 Rental Vehicles/Equip	3,384.00	316.90	3,067.10	9.36%	158.45
255-5-55-30-491.000 Administrative Fees	95,446.00	23,861.50	71,584.50	25.00%	0.00
255-5-55-30-500.000 Training, Conf, Dues	9,000.00	0.00	9,000.00	0.00%	0.00
255-5-55-30-505.000 Tech. Subs, Licenses	16,405.00	2,231.96	14,173.04	13.61%	0.00
255-5-55-30-510.000 Permits, Licenses, Reg	11,000.00	1,223.98	9,776.02	11.13%	1,108.98
255-5-55-30-520.000 PACIF Insurance	44,059.00	0.00	44,059.00	0.00%	0.00

WASTEWATER FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
255-5-55-30-530.000 Communications	12,620.00	2,892.47	9,727.53	22.92%	1,302.06
255-5-55-30-540.000 Advertising	750.00	0.00	750.00	0.00%	0.00
255-5-55-30-567.000 Biosolids Land Applicatio	205,200.00	0.00	205,200.00	0.00%	0.00
255-5-55-30-568.000 Biosolids Subcontractor	305,046.00	9,108.00	295,938.00	2.99%	0.00
255-5-55-30-570.000 Other Purchased Services	140,000.00	15,187.25	124,812.75	10.85%	4,152.47
255-5-55-30-609.000 Safety Supplies	3,000.00	157.00	2,843.00	5.23%	157.00
255-5-55-30-610.000 General Supplies	9,000.00	1,958.64	7,041.36	21.76%	1,655.54
255-5-55-30-611.000 Small Tools & Equipment	5,000.00	0.00	5,000.00	0.00%	0.00
255-5-55-30-612.000 Uniforms	7,050.00	0.00	7,050.00	0.00%	0.00
255-5-55-30-618.000 Laboratory Supplies	28,000.00	3,052.08	24,947.92	10.90%	3,002.51
255-5-55-30-619.000 Chemicals	495,000.00	60,531.61	434,468.39	12.23%	32,885.11
255-5-55-30-621.000 Natural Gas/Heating	25,500.00	2,469.61	23,030.39	9.68%	2,469.61
255-5-55-30-622.000 Electricity	170,000.00	16,698.49	153,301.51	9.82%	16,698.49
255-5-55-30-626.000 Gasoline	4,250.00	69.97	4,180.03	1.65%	69.97
255-5-55-30-735.000 Tech Hardware, Software,	4,284.00	0.00	4,284.00	0.00%	0.00
255-5-55-30-910.000 Transfer btwn funds (non-	1,500.00	750.00	750.00	50.00%	0.00
255-5-55-30-920.000 Transfer btwn funds (capi	460,000.00	115,000.00	345,000.00	25.00%	0.00
Total Operating Expenses	2,980,513.00	363,514.99	2,616,998.01	12.20%	136,293.04
255-5-55-70 Nonoperating Expenses					
255-5-55-70-722.008 Vt Phos Challenge PePhlo	100,000.00	12,725.00	87,275.00	12.73%	12,725.00
255-5-55-70-722.014 Digester Maintenance	52,500.00	10,025.00	42,475.00	19.10%	10,025.00
255-5-55-70-722.018 Flow EQ Blowers	40,000.00	31,106.00	8,894.00	77.77%	0.00
255-5-55-70-722.019 Waste Primary Sludge #2 U	40,000.00	0.00	40,000.00	0.00%	0.00
255-5-55-70-722.020 Digester Flare/Flame Arre	248,400.00	0.00	248,400.00	0.00%	0.00
255-5-55-70-730.001 Energy Conservation	10,000.00	0.00	10,000.00	0.00%	0.00
255-5-55-70-730.003 10 Year Engineer Evaluati	0.00	2,390.00	-2,390.00	100.00%	2,390.00
255-5-55-70-750.001 Generator	52,000.00	0.00	52,000.00	0.00%	0.00
255-5-55-70-750.002 IT Upgrades	11,000.00	0.00	11,000.00	0.00%	0.00
Total Nonoperating Expenses	553,900.00	56,246.00	497,654.00	10.15%	25,140.00
Total Expenditures	3,534,413.00	419,760.99	3,114,652.01	11.88%	161,433.04
Total WASTEWATER FUND	-93,901.00	209,277.59	-115,376.59	-222.87%	-131,942.64

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
256-4-56-40 Operating Revenues					
256-4-56-40-023.000 Sanitation User Fees	887,899.00	0.00	887,899.00	0.00%	0.00
256-4-56-40-023.001 Essex Pump Station Fees	33,500.00	9,569.16	23,930.84	28.56%	0.00
256-4-56-40-023.002 Two party agreement	15,000.00	0.00	15,000.00	0.00%	0.00
256-4-56-40-024.000 Utility Connection Fees	30,000.00	1,509.90	28,490.10	5.03%	0.00
256-4-56-40-026.000 Allocation Fees	0.00	7,168.00	-7,168.00	100.00%	0.00
256-4-56-40-060.000 Interest Income	5,000.00	5,697.32	-697.32	113.95%	0.00
256-4-56-40-085.000 Penalties	3,000.00	1,775.78	1,224.22	59.19%	-25.93
Total Operating Revenues	974,399.00	25,720.16	948,678.84	2.64%	-25.93
256-4-56-70 Nonoperating Revenues					
256-4-56-70-042.007 WWTF Capacity Sale	0.00	423,900.00	-423,900.00	100.00%	0.00
256-4-56-70-092.000 Transfer to Capital	172,000.00	43,000.00	129,000.00	25.00%	0.00
Total Nonoperating Revenues	172,000.00	466,900.00	-294,900.00	271.45%	0.00
Total Revenues	1,146,399.00	492,620.16	653,778.84	42.97%	-25.93

256-5-56-40 Operating Expenses					
256-5-56-40-110.000 Regular Salaries	134,743.00	18,237.62	116,505.38	13.54%	13,265.84
256-5-56-40-120.000 Part Time Salaries	0.00	117.34	-117.34	100.00%	0.00
256-5-56-40-130.000 Overtime	20,392.00	1,495.70	18,896.30	7.33%	1,123.86
256-5-56-40-210.000 Group Insurance	43,997.00	6,657.81	37,339.19	15.13%	3,447.26
256-5-56-40-220.000 Social Security	12,497.00	1,592.22	10,904.78	12.74%	1,141.59
256-5-56-40-225.000 Act 76 Childcare Tax	539.00	72.04	466.96	13.37%	49.36
256-5-56-40-230.000 Retirement	14,934.00	1,750.35	13,183.65	11.72%	1,224.07
256-5-56-40-250.000 Unemployment Insurance	143.00	30.11	112.89	21.06%	0.00
256-5-56-40-260.000 Workers Comp Insurance	6,100.00	0.00	6,100.00	0.00%	0.00
256-5-56-40-290.000 Other Employee Benefits	700.00	0.00	700.00	0.00%	0.00
256-5-56-40-330.000 Professional Services	6,000.00	0.00	6,000.00	0.00%	0.00
256-5-56-40-335.000 Audit	2,882.00	0.00	2,882.00	0.00%	0.00
256-5-56-40-340.000 Technical Services	14,800.00	1,120.00	13,680.00	7.57%	560.00
256-5-56-40-410.000 Water and Sewer Charges	500.00	0.00	500.00	0.00%	0.00
256-5-56-40-430.000 R&M Vehicles & Equipment	2,000.00	0.00	2,000.00	0.00%	0.00
256-5-56-40-431.000 R&M Buildings & Grounds	6,000.00	0.00	6,000.00	0.00%	0.00
256-5-56-40-433.000 R&M Infrastructure	5,000.00	303.97	4,696.03	6.08%	303.97
256-5-56-40-434.000 R&M Pump Stations	12,000.00	6,773.00	5,227.00	56.44%	850.00
256-5-56-40-434.001 Susie Wilson PS Costs	11,500.00	1,141.71	10,358.29	9.93%	1,141.71
256-5-56-40-434.002 West Street PS Costs	13,500.00	1,049.54	12,450.46	7.77%	1,049.54
256-5-56-40-441.000 Rental Land/Buildings	1,800.00	1,917.78	-117.78	106.54%	1,787.78
256-5-56-40-491.000 Administrative Fees	226,891.00	56,722.75	170,168.25	25.00%	0.00
256-5-56-40-500.000 Training, Conf, Dues	2,000.00	0.00	2,000.00	0.00%	0.00
256-5-56-40-505.000 Tech. Subs, Licenses	1,668.00	661.73	1,006.27	39.67%	0.00
256-5-56-40-520.000 PACIF Insurance	6,310.00	0.00	6,310.00	0.00%	0.00
256-5-56-40-521.000 Insurance Deductibles	1,000.00	0.00	1,000.00	0.00%	0.00
256-5-56-40-560.000 Postage	6,000.00	0.00	6,000.00	0.00%	0.00
256-5-56-40-609.000 Safety Supplies	3,000.00	0.00	3,000.00	0.00%	0.00
256-5-56-40-610.000 General Supplies	1,000.00	0.00	1,000.00	0.00%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
256-5-56-40-612.000 Uniforms	1,350.00	0.00	1,350.00	0.00%	0.00
256-5-56-40-621.000 Natural Gas/Heating	1,500.00	107.53	1,392.47	7.17%	107.53
256-5-56-40-622.000 Electricity	12,000.00	1,534.85	10,465.15	12.79%	1,534.85
256-5-56-40-626.000 Gasoline	6,000.00	763.00	5,237.00	12.72%	763.00
256-5-56-40-735.000 Tech: Equip/Hardware	3,403.00	0.00	3,403.00	0.00%	0.00
256-5-56-40-750.000 Machinery & Equipment	5,000.00	0.00	5,000.00	0.00%	0.00
256-5-56-40-920.000 Transfer btwn funds (capi	172,000.00	43,000.00	129,000.00	25.00%	0.00
Total Operating Expenses	759,149.00	145,049.05	614,099.95	19.11%	28,350.36
256-5-56-70 Nonoperating Expenses					
256-5-56-70-722.001 Manhole Rehab	40,000.00	0.00	40,000.00	0.00%	0.00
256-5-56-70-722.005 Maple/River/West St PS	12,900.00	0.00	12,900.00	0.00%	0.00
256-5-56-70-722.006 Collection Sys Capacity S	28,300.00	0.00	28,300.00	0.00%	0.00
256-5-56-70-722.009 West St PS Emergency Repa	0.00	3,518.52	-3,518.52	100.00%	0.00
256-5-56-70-723.005 Iriquois Ave Water Line	13,050.00	0.00	13,050.00	0.00%	0.00
256-5-56-70-750.001 Meter Replacement Program	20,880.00	0.00	20,880.00	0.00%	0.00
Total Nonoperating Expenses	115,130.00	3,518.52	111,611.48	3.06%	0.00
Total Expenditures	874,279.00	148,567.57	725,711.43	16.99%	28,350.36
Total SANITATION FUND	272,120.00	344,052.59	-616,172.59	126.43%	-28,376.29

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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257-4-57-50-060.000 Interest Income	0.00	9.48	-9.48	100.00%	0.00
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Total Revenues	0.00	9.48	-9.48	100.00%	0.00
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Total Expenditures	0.00	0.00	0.00	0.00%	0.00
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Total STORMWATER FUND	0.00	9.48	-9.48	-100.00%	0.00
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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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258-4-33-13-060.000 Interest Income	0.00	43.86	-43.86	100.00%	0.00
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Total Revenues	0.00	43.86	-43.86	100.00%	0.00
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Total Expenditures	0.00	0.00	0.00	0.00%	0.00
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Total SENIOR CENTER FUND	0.00	43.86	-43.86	-100.00%	0.00
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Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
259-4-30-10-060.000 Interest Income	0.00	4,180.95	-4,180.95	100.00%	0.00
259-4-30-11-020.304 Pool Day Admissions	79,581.00	57,609.57	21,971.43	72.39%	10,421.57
259-4-30-11-020.305 Pool Memberships	44,315.00	16,324.20	27,990.80	36.84%	170.00
259-4-30-11-020.306 Swim Lessons	48,431.00	3,130.00	45,301.00	6.46%	-30.00
259-4-30-12-020.308 Facility & Field Rental	32,489.00	2,125.00	30,364.00	6.54%	575.00
259-4-30-14-020.311 Youth Programs	361,480.00	10,779.00	350,701.00	2.98%	0.00
259-4-30-14-020.312 Adult Programs	147,575.00	8,184.50	139,390.50	5.55%	0.00
259-4-30-14-050.000 Donation Revenue	34,900.00	0.00	34,900.00	0.00%	0.00
259-4-30-15-020.313 Childcare - AS	1,500,072.00	4,662.34	1,495,409.66	0.31%	221.34
259-4-30-15-020.315 Shared Staffing Contract	171,360.00	0.00	171,360.00	0.00%	0.00
259-4-30-15-040.835 Special Accommodation Gra	0.00	526.00	-526.00	100.00%	0.00
259-4-30-16-020.313 Childcare - PS	624,996.00	24,576.11	600,419.89	3.93%	1,005.00
259-4-30-17-020.313 Childcare - DC	689,296.00	210,372.87	478,923.13	30.52%	78,887.42
259-4-30-17-040.835 Special Accommodation Gra	0.00	1,000.00	-1,000.00	100.00%	1,000.00
Total Revenues	3,734,495.00	343,470.54	3,391,024.46	9.20%	92,250.33

259-5-30-10 Administration

259-5-30-10-210.000 Group Insurance	0.00	-810.49	810.49	100.00%	0.00
259-5-30-10-250.000 Unemployment Insurance	4,154.00	874.57	3,279.43	21.05%	0.00
259-5-30-10-260.000 Workers Comp Insurance	50,000.00	0.00	50,000.00	0.00%	0.00
259-5-30-10-330.000 Professional Services	4,500.00	1,500.00	3,000.00	33.33%	1,500.00
259-5-30-10-442.000 Rental Vehicles/Equip	1,968.00	331.00	1,637.00	16.82%	165.50
259-5-30-10-500.000 Training, Conf, Dues	9,500.00	2,623.80	6,876.20	27.62%	76.00
259-5-30-10-505.000 Tech. Subs, Licenses	17,570.00	4,743.19	12,826.81	27.00%	1,901.41
259-5-30-10-550.000 Printing and Binding	10,500.00	0.00	10,500.00	0.00%	0.00
259-5-30-10-560.000 Postage	7,103.00	2,077.42	5,025.58	29.25%	2,077.42
259-5-30-10-561.000 CC Processing Fees	0.00	5,023.10	-5,023.10	100.00%	0.00
259-5-30-10-910.000 Trnsfr Between Funds (non	45,000.00	0.00	45,000.00	0.00%	0.00
Total Administration	150,295.00	16,362.59	133,932.41	10.89%	5,720.33

259-5-30-11 Pool

259-5-30-11-120.000 Part Time Salaries	117,879.00	86,545.76	31,333.24	73.42%	65,636.69
259-5-30-11-130.000 Overtime	0.00	1,365.89	-1,365.89	100.00%	904.10
259-5-30-11-220.000 Social Security	9,018.00	6,725.29	2,292.71	74.58%	5,090.38
259-5-30-11-225.000 Act 76 Childcare Tax	389.00	353.38	35.62	90.84%	262.19
259-5-30-11-330.000 Professional Services	5,194.00	8,188.67	-2,994.67	157.66%	0.00
259-5-30-11-431.000 R&M Buildings & Grounds	28,847.00	7,988.32	20,858.68	27.69%	6,777.96
259-5-30-11-610.000 General Supplies	4,132.00	484.43	3,647.57	11.72%	348.38
Total Pool	165,459.00	111,631.74	53,807.26	67.48%	79,019.70

259-5-30-12 Parks and Facilities

259-5-30-12-120.000 Part Time Salaries	9,422.00	2,200.35	7,221.65	23.35%	909.66
259-5-30-12-220.000 Social Security	721.00	168.32	552.68	23.35%	69.59
259-5-30-12-225.000 Act 76 Childcare Tax	31.00	5.91	25.09	19.06%	2.56
259-5-30-12-330.000 Professional Services	9,000.00	0.00	9,000.00	0.00%	0.00
259-5-30-12-442.000 Rental Vehicles/Equip	13,800.00	0.00	13,800.00	0.00%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
259-5-30-12-500.000 Training, Conf, Dues	4,000.00	1,273.90	2,726.10	31.85%	0.00
259-5-30-12-530.000 Communications	0.00	220.00	-220.00	100.00%	110.00
259-5-30-12-610.000 General Supplies	0.00	1,184.81	-1,184.81	100.00%	1,184.81
Total Parks and Facilities	36,974.00	5,053.29	31,920.71	13.67%	2,276.62
259-5-30-14 Recreation Programs					
259-5-30-14-110.000 Regular Salaries	56,163.00	8,268.44	47,894.56	14.72%	6,201.33
259-5-30-14-120.000 Part Time Salaries	52,922.00	4,288.03	48,633.97	8.10%	3,589.30
259-5-30-14-210.000 Group Insurance	27,393.00	0.00	27,393.00	0.00%	0.00
259-5-30-14-220.000 Social Security	8,391.00	953.73	7,437.27	11.37%	743.85
259-5-30-14-225.000 Act 76 Childcare Tax	362.00	41.83	320.17	11.56%	30.22
259-5-30-14-230.000 Retirement	4,945.00	496.12	4,448.88	10.03%	372.09
259-5-30-14-290.000 Other Employee Benefits	350.00	0.00	350.00	0.00%	0.00
259-5-30-14-330.000 Professional Services	433,805.00	101,563.64	332,241.36	23.41%	71,907.64
259-5-30-14-410.000 Water and Sewer Charges	1,500.00	0.00	1,500.00	0.00%	0.00
259-5-30-14-431.000 R&M Buildings & Grounds	1,300.00	0.00	1,300.00	0.00%	0.00
259-5-30-14-442.000 Rental Vehicles/Equip	2,000.00	0.00	2,000.00	0.00%	0.00
259-5-30-14-500.000 Training, Conf, Dues	8,077.00	636.95	7,440.05	7.89%	0.00
259-5-30-14-530.000 Communications	1,098.00	110.00	988.00	10.02%	55.00
259-5-30-14-610.000 General Supplies	27,773.00	15,108.46	12,664.54	54.40%	6,548.10
Total Recreation Programs	626,079.00	131,467.20	494,611.80	21.00%	89,447.53
259-5-30-15 After School Care					
259-5-30-15-110.000 Regular Salaries	576,341.00	41,485.74	534,855.26	7.20%	33,492.36
259-5-30-15-120.000 Part Time Salaries	491,920.00	7,694.29	484,225.71	1.56%	5,673.97
259-5-30-15-130.000 Overtime	0.00	2,739.29	-2,739.29	100.00%	2,405.90
259-5-30-15-210.000 Group Insurance	122,197.00	16,692.01	105,504.99	13.66%	8,183.24
259-5-30-15-220.000 Social Security	83,264.00	4,516.73	78,747.27	5.42%	3,650.94
259-5-30-15-225.000 Act 76 Childcare Tax	3,592.00	361.74	3,230.26	10.07%	299.15
259-5-30-15-230.000 Retirement	58,286.00	6,723.30	51,562.70	11.54%	5,030.99
259-5-30-15-290.000 Other Employee Benefits	3,850.00	0.00	3,850.00	0.00%	0.00
259-5-30-15-330.000 Professional Services	96,400.00	50.00	96,350.00	0.05%	50.00
259-5-30-15-500.000 Training, Conf, Dues	33,241.00	3,220.85	30,020.15	9.69%	0.00
259-5-30-15-530.000 Communications	7,920.00	1,234.25	6,685.75	15.58%	1,069.25
259-5-30-15-610.000 General Supplies	69,084.00	0.00	69,084.00	0.00%	0.00
259-5-30-15-626.000 Gasoline	5,500.00	75.97	5,424.03	1.38%	75.97
Total After School Care	1,531,595.00	84,794.17	1,466,800.83	5.46%	59,931.77
259-5-30-16 Preschool					
259-5-30-16-110.000 Regular Salaries	351,704.00	40,448.91	311,255.09	11.50%	30,878.15
259-5-30-16-120.000 Part Time Salaries	14,024.00	1,610.50	12,413.50	11.48%	1,270.50
259-5-30-16-130.000 Overtime	0.00	382.70	-382.70	100.00%	382.70
259-5-30-16-210.000 Group Insurance	131,414.00	14,913.04	116,500.96	11.35%	7,290.98
259-5-30-16-220.000 Social Security	28,504.00	3,347.93	25,156.07	11.75%	2,540.46
259-5-30-16-225.000 Act 76 Childcare Tax	1,230.00	166.65	1,063.35	13.55%	132.94
259-5-30-16-230.000 Retirement	32,564.00	3,507.64	29,056.36	10.77%	2,676.56
259-5-30-16-290.000 Other Employee Benefits	2,450.00	350.00	2,100.00	14.29%	350.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
259-5-30-16-330.000 Professional Services	6,665.00	10,505.03	-3,840.03	157.61%	965.00
259-5-30-16-420.000 Cleaning Services	32,500.00	370.00	32,130.00	1.14%	370.00
259-5-30-16-441.000 Rental Land/Buildings	1,860.00	0.00	1,860.00	0.00%	0.00
259-5-30-16-442.000 Rental Vehicles/Equip	0.00	298.80	-298.80	100.00%	149.40
259-5-30-16-500.000 Training, Conf, Dues	11,750.00	636.95	11,113.05	5.42%	0.00
259-5-30-16-530.000 Communications	0.00	101.01	-101.01	100.00%	50.50
259-5-30-16-580.000 Travel	2,592.00	0.00	2,592.00	0.00%	0.00
259-5-30-16-610.000 General Supplies	10,500.00	34,896.97	-24,396.97	332.35%	17,611.00
Total Preschool	627,757.00	111,536.13	516,220.87	17.77%	64,668.19
259-5-30-17 Summer Day Camps					
259-5-30-17-110.000 Regular Salaries	72,644.00	35,401.58	37,242.42	48.73%	25,235.77
259-5-30-17-120.000 Part Time Salaries	420,770.00	392,302.31	28,467.69	93.23%	296,412.48
259-5-30-17-130.000 Overtime	0.00	19,301.77	-19,301.77	100.00%	16,070.21
259-5-30-17-220.000 Social Security	37,746.00	33,693.97	4,052.03	89.27%	25,381.02
259-5-30-17-225.000 Act 76 Childcare Tax	1,628.00	1,841.20	-213.20	113.10%	1,382.60
259-5-30-17-330.000 Professional Services	111,981.00	29,058.90	82,922.10	25.95%	20,498.90
259-5-30-17-580.000 Travel	0.00	24,274.31	-24,274.31	100.00%	21,121.86
259-5-30-17-610.000 General Supplies	30,009.00	50,526.49	-20,517.49	168.37%	41,627.46
Total Summer Day Camps	674,778.00	586,400.53	88,377.47	86.90%	447,730.30
259-5-30-19 Rec Kids					
Total Rec Kids	0.00	0.00	0.00	0.00%	0.00
Total Expenditures	3,832,937.00	1,047,265.65	2,785,671.35	27.32%	748,794.44
Total EJRP PPROGRAMS FUND	-98,442.00	-703,795.11	802,237.11	714.93%	-656,544.11
Total All Funds	-1,034,950.00	29,274,662.38	-28,239,712.38	-2,828.61%	28,356,018.45

2 Lincoln Renovation Project

Prior Fiscal Years	128,295.89	
FY24 Budget Surplus Transfer	2,824,513.71	
<i>Add:</i>		
LOT Funds	325,000.00	approved at 6/12/24 meeting
Capital Reserve Funds	215,242.00	approved at 6/12/24 meeting
<i>Less:</i>		
		\$231,419 assigned 4/26/23 for Scott & Partners architect and engineering services contract; additional \$13,300 assigned
Balance of assigned amount by Council for architect/engineering services contract	(54,628.13)	8/19/24
Balance of assigned amount by Council for construction manager services	(38,729.00)	\$43,729 assigned 9/13/23 for Bread Loaf Corp construction manager services
Total Expenses to Date	(314,549.41)	see Spending Detail worksheet
Balance of Funds Available	3,085,145.06	

updated 9/5/24

LOT Fund Balance Detail

LOT Funds Received FY23		659,341.99	
	11/21/22 Disbursement - Q1	1,178.64	
	2/9/23 Disbursement - Q2	239,621.26	
	5/12/23 Disbursement - Q3	195,435.64	
			funds received in August, but recorded back to June to properly recognize revenue
	6/30/23 Disbursement - Q4	219,588.49	
	Interest Accrued	3,517.96	
LOT Funds Received FY24		986,078.22	
	Q1	284,780.40	
	Q2	223,554.85	
	Q3	219,797.53	
	Q4	232,463.92	
	Interest Accrued	25,481.52	allocated monthly
LOT Funds Received FY25		3,847.98	
	Q1		
	Q2		
	Q3		
	Q4		
	Interest Accrued	3,847.98	allocated monthly
Less:			
FY23 IT Migration Balance of Funds Avail.		-	
			rebranding, capital transfer, IT migration and paving actual
FY24 Expenses	(262,239.00)		spent to date
			\$40,000 assigned during budget, \$12,500 reassigned to
Rebranding Balance of Funds Avail.	(27,500.00)		Strategic Planning by Council
			\$30,000 assigned during budget, \$12,500 added from
Strategic Planning Balance of Funds Avail.	-		Rebranding by Council
Banners/Signs Balance of Funds Avail.	(14,375.00)		
Capital Transfer Balance of Funds Avail.	-		recurring quarterly entry
			\$20,000 assigned during budget, additional \$20,000 assigned
Paving Balance of Funds Avail.	-		by Council
2 Lincoln Renovation	(256,842.00)		assigned by Council 6/12/24
			Council authorized to reassign to 2 Lincoln Renovation project
Stormwater Grant Match Balance of Funds Avail.	(28,000.00)		6/12/24
			Council authorized to reassign to 2 Lincoln Renovation project
Code Enforcement Salary/Benefits Balance of Funds Avail.	(40,158.00)		6/12/24
FY25 Expenses to Date	(250,000.00)		
Sidewalks per Policy	(218,608.00)		25% of projected revenue
FY25 Capital Transfer Balance of Funds Avail.	(750,000.00)		
	Balance of LOT Funds Available	<u>(202,301.79)</u>	
	Projected Remaining FY25 LOT Revenue	874,432.00	\$874,432 projected, less actual funds received to date
	Projected FY25 LOT Fund Balance	<u>672,130.21</u>	

updated 9/5/24

Economic Development Fund Balance Detail

FY24 Economic Development Fund Balance PRELIMINARY **869,061.06**
Economic Development Funds Received FY25 **59,328.23**

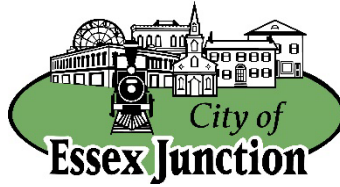
Property Taxes 57,051.46 will be allocated around 9/15 and 3/15 tax payment due dates
Interest Accrued 2,276.77 allocated monthly

Less:

Main St Park (273,147.40) \$302,936 estimated, less \$24,933.60 actual spend in FY23, less \$4,855 actual spend in FY24, less \$0 actual spent to date FY25
 Crescent Connector (109,000.00) estimated
 Amtrak Grant Match (250,000.00) estimated
Balance of Economic Development Funds Available **296,241.89**

Projected FY25 Economic Development Fund Revenue 54,948.54
Projected FY25 Economic Development Fund Balance **351,190.43**

updated 9/5/24



Memo

To: Essex Junction City Council
From: Joanne Pfaff, Administrative Assistant
Meeting Date: September 11, 2024
Agenda Item: Sound Analysis for Global Foundries Electric Battery Storage Project

Issue: Impact of noise to residents with installation of the battery storage facility at Global Foundries.

Discussion: At the August 14th City Council meeting, Council President Chawla asked the question about the impact of the level of noise these batteries will cause to the apartment buildings that face these batteries. Lightshift conducted a sound analysis study and the results are attached to this memo.

Cost: None

Recommendation: None

Recommended Motion: None

Attachments:

Lightshift Sound Analysis GF Battery Project

Lightshift Summary View GF Battery Project

Essex Junction VT BESS 1 Sound Analysis

Project Description

A Battery Energy Storage System (BESS) is proposed to be located near Switchyard 3 on the Global Foundries Essex Junction, VT campus. An analysis of the sound emissions of the equipment associated with the proposed project, and expected sound levels at the nearest occupied property are described below.

The proposed Essex Junction VT BESS 1 (the “Project”) is a 16 MW battery energy storage system. The Project has an approximate energy storage capacity of 50 MWh. The project will connect to the existing substation which contains two 115 kV / 13.8 kV transformers. Figure 1 shows an aerial photo of the proposed configuration of the Project.

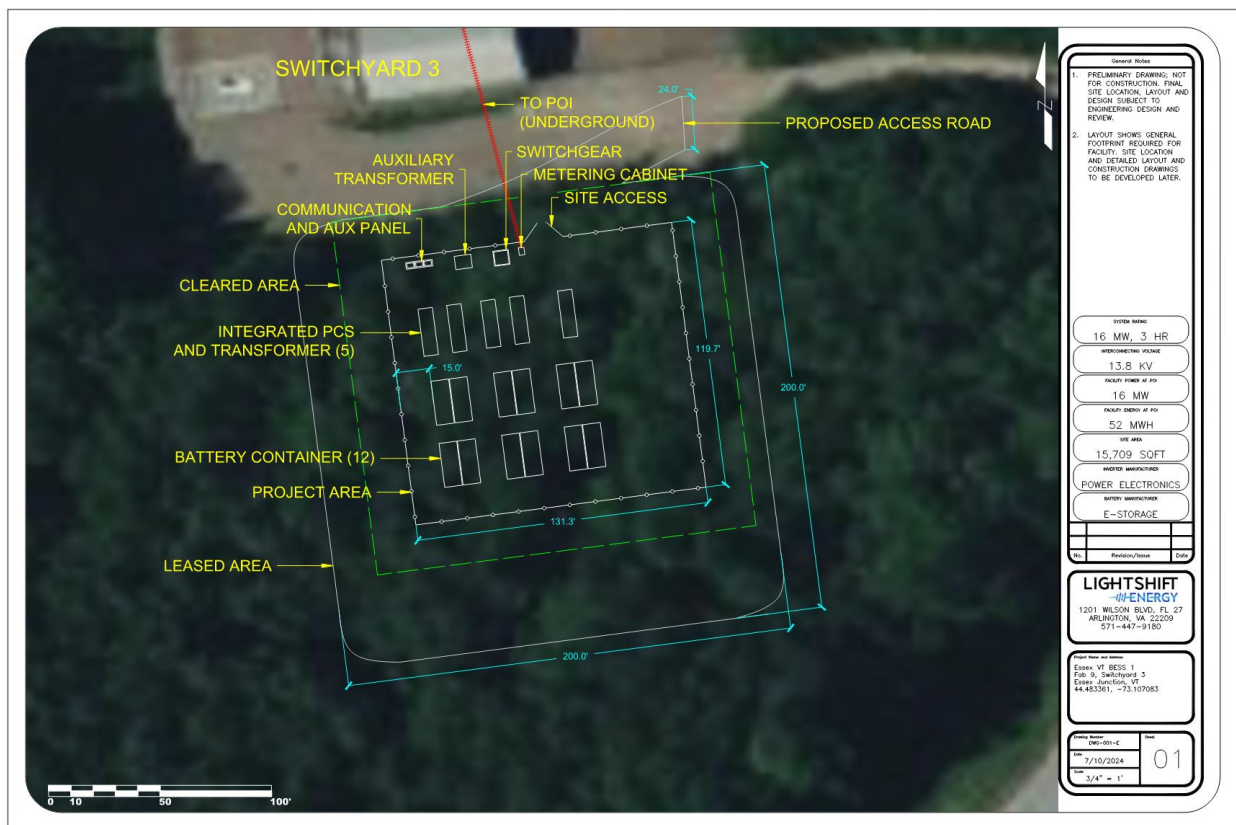


Figure 1: BESS Project Site

Noise Components of Project

There are three primary sources of operational sound from the proposed Project: the BESS containers, inverters and transformers. The inverter and battery manufacturers provided sound data for equipment at various operating levels/fan speeds. Due to the Project's interconnection constraints limiting equipment function to 57% of the maximum battery container capacity and 79% of the maximum inverter capacity, we conservatively modeled the Project using noise data for operating levels/fan speeds of 80%. All equipment sound is treated as a point source.

BESS Containers

The Project currently proposes to use CSI-SOLBANK-S-5016-2h BESS containers. The batteries for this system are contained within insulated containers. The primary source of sound is from a heating and cooling system (chiller, fan, and fluid pumps). Generally, the heating and cooling system primarily runs during charging and discharging, but may also run to keep the container within a specified temperature range during cold and hot days. The manufacturer provided overall A-weighted sound pressure levels, measured from all sides of the container for 80% fan speed. This was given as 65 dBA for the sound pressure of a single container measured at 1-meter (3.3ft) from the unit.¹

Inverter and Transformer Skids

The Project currently proposes to use Power Electronics FP4200M Gen3 Inverter skids each consisting of both an inverter and a transformer to convert DC battery power to AC power. The skid generates its maximum sound level during charging and discharging. The manufacturer provided overall A-weighted sound pressure levels, measured from all sides of the skid for 80% operating instructions. This was given as 76.5 dBA for the sound pressure of a single skid measured at 1-meter (3.3ft) from the unit.²

Transformers

In addition to the transformers on the inverter skids, there is one 750 kVA auxiliary transformer within the BESS Project site. The transformer will be energized at all times. The transformer does not have detailed manufacturer sound emissions data, however sound emissions of transformers have been extensively measured and NEMA TR-1 provides standardized sound emissions standards. Based on the NEMA TR-1 standard, the sound pressure level at 0.3 meters (1 ft) is 57 dBA for the auxiliary transformer.³ Using Equation 2 the sound pressure level at 1-meter (3.3 ft) was determined to be 47 dBA for the auxiliary transformer.

¹ 0.5P SolBank3.0 Noise Level Test Report_CSI_RevA_20240419, page 20

² TECHNICAL REPORT: ACOUSTIC CHARACTERISATION POWER ELECTRONICS INVERTER PCSM Gen3, page 30

³ NEMA TR 1-2013 (R2019), Transformers, Regulators and Reactors. National Electrical Manufacturers Association

Equipment Summary

A summary of the equipment and the calculated sound pressure levels is provided in Table 1.

Table 1: Equipment and Sound Pressure Levels used in the Model

Equipment	Model	Quantity	Sound Pressure Level @ 1m (dBA)
Battery Container	CSI-SOLBANK-S-5016-2h	12	65
Inverter + Transformer Skid	Power Electronics PCSM Gen 3	5	76.5
Auxiliary Transformer	750 kVA	1	47

Modeling Methods

Sound Equations

The following equations were used to determine sound levels for the Project.

Equation 1: Combined Sound Pressure Equation

$$S_{tot} = 10 * \log \left[\sum_{i=1}^N 10^{\frac{S_i}{10}} \right]$$

Where S_{tot} is the total combined sound pressure level for N number of sound values with sound pressure S_i at a given location.

Equation 2: Sound Pressure Attenuation Equation⁴

$$S_2 = S_1 - 20 * \log \left[\frac{R_2}{R_1} \right]$$

Where S_2 is the sound pressure level measured at distance R_2 from the source and S_1 is the sound pressure level measured at distance R_1 from the source.

Calculations

To perform the sound modeling, a grid of points representing the area in and surrounding the proposed project site was established for computation of sound levels at each point. For each piece of the equipment, the sound levels were subsequently calculated at all points on the grid using Equation 2. Then, using Equation 1, the sound levels were combined to find the total combined sound due to all Project equipment over all points on the grid. The results of the model are shown below in Figure 2.

⁴ This damping equation was the only factor considered in decibel range attenuation estimates. Elevation, ambient noise, vegetation, sound reflection, and other structures which would further affect the attenuation of sound levels were not considered in this study. This results in a more conservative estimate of sound levels.

Results

The analysis resulted in a grid of points where the combined sound level was calculated as shown below. The coordinates of the equipment on the grid below are based off the actual site plan locations.

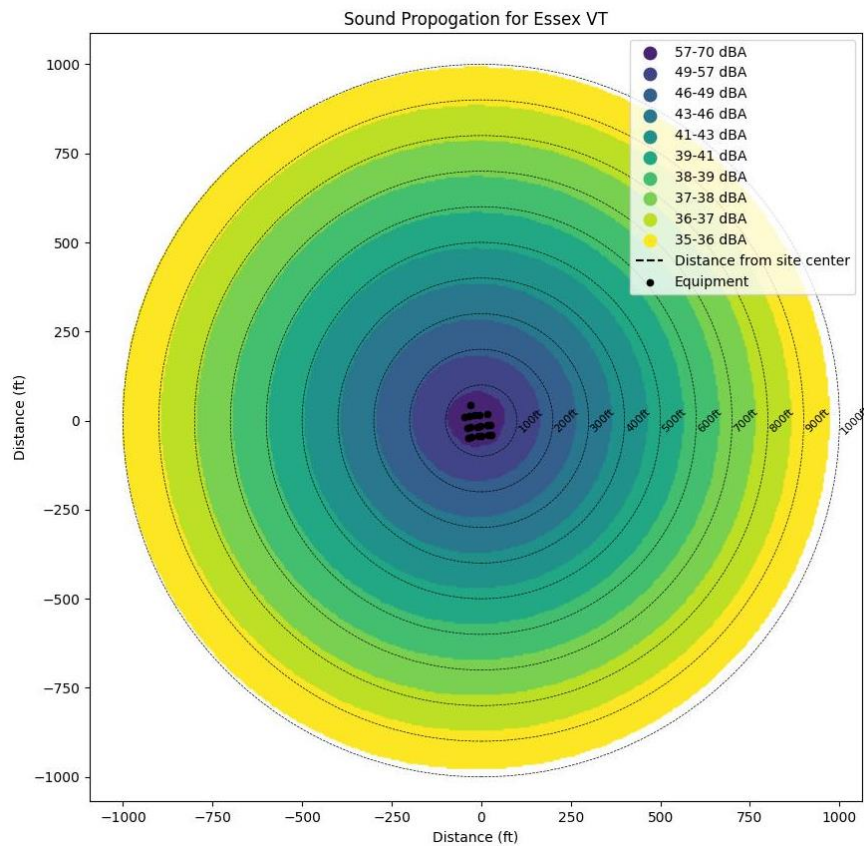


Figure 2: Sound Model Results

Using the results of the sound model, the approximate sound levels for various distances from the Project are shown below over satellite imagery in Figure 3. At the site fence, the sound pressure is calculated to be 57 dBA while the nearest residence has a calculated sound level of around 38 dBA. It is important to note that the project will not always be operating at full capacity and this represents the highest calculated sound level. In reality, the sound levels at the nearest residence would be lower due to the many conservative assumptions in this analysis. Elevation, ambient noise, vegetation, sound reflection, and other structures which would further affect the attenuation of sound levels were not considered in this study. This results in a more conservative estimate of sound levels.

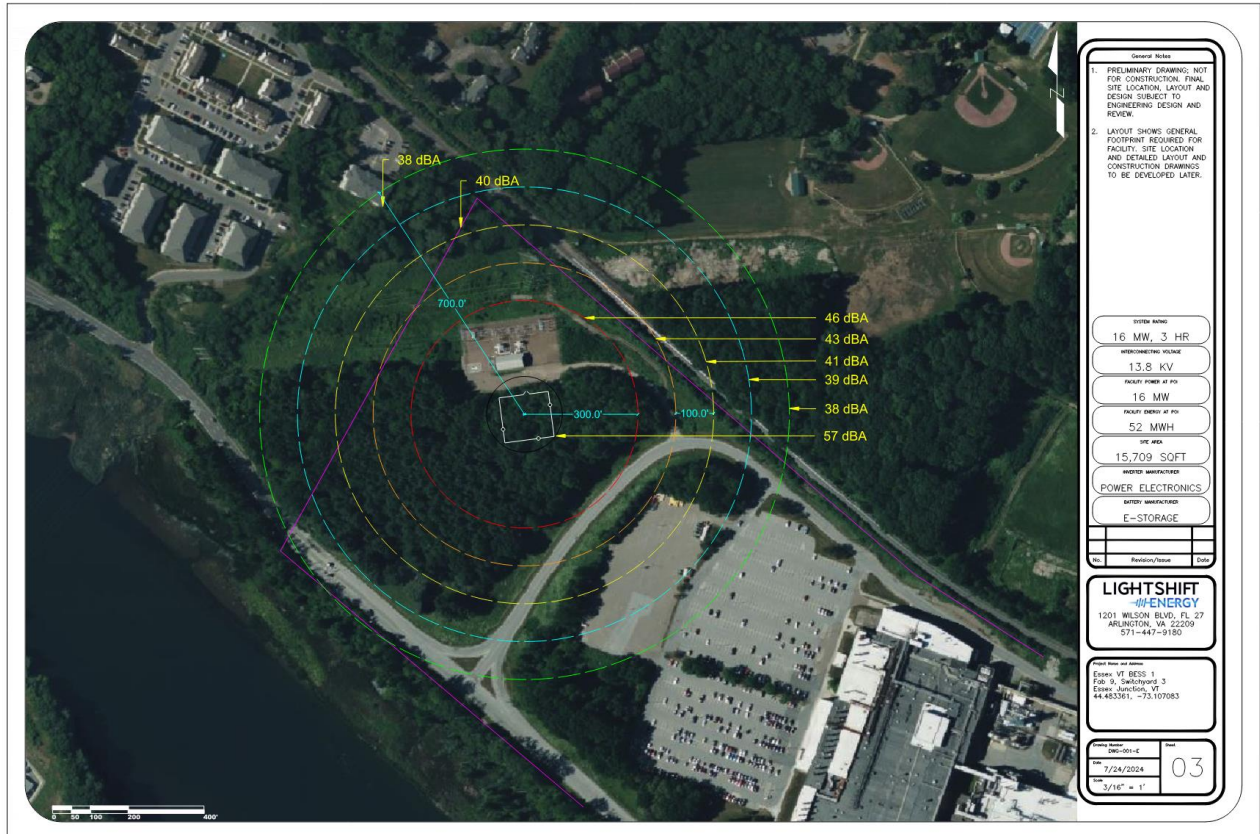


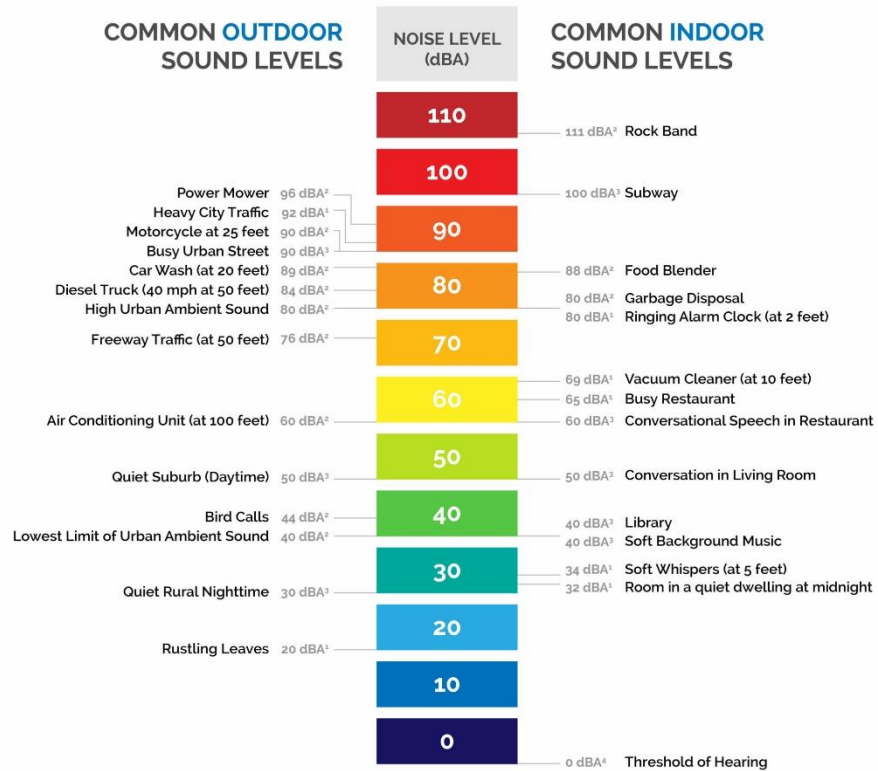
Figure 3: Sound Levels Overlaid on Satellite Imagery

Results in Context

This noise analysis estimates that the highest sound impact from the Project at the nearest residence will be around 38 dBA which is equivalent to the inside of a library. Given the suburban nature of the adjacent residences, typical ambient noise levels would be expected to be in the 50 dBA range.⁵ The existing noise (trees rustling, passing cars, birds chirping, existing transformers, etc.) would make the sound impact of the Project nearly negligible at the adjacent residences. More sound level comparisons are shown below in Figure 4 for context.

⁵ <https://faabostonworkshops.com/project-information/aircraft-noise-overview/>

Comparative Noise Levels (dBA)



1 Aviation Noise Effects, FAA, AEE, March, 1985 (FAA-EE-85-2), Table 1.1
 2 Federal Agency Review of Selected Airport Noise Analysis Issues (Federal Interagency Committee on Noise), August 1992, Table B.1
 3 Children's health and the environment, A Global Perspective, World Health Organization, 2005, Table 15.1
 4 OSHA Technical Manual, TED 01-00-015, Section III (Health Hazards), Chapter 5 (Noise), Updated 8/15/2013)

Figure 4: Decibel Level Comparison⁶

⁶ <https://faabostonworkshops.com/project-information/aircraft-noise-overview/>

References

1. 0.5P SolBank3.0 Noise Level Test Report_CSI_RevA_20240419
2. TECHNICAL REPORT: ACOUSTIC CHARACTERISATION POWER ELECTRONICS INVERTER PCSM Gen3
3. NEMA TR 1-2013 (R2019), Transformers, Regulators and Reactors. National Electrical Manufacturers Association
4. <https://faabostonworkshops.com/project-information/aircraft-noise-overview/>

Sound References

Soft whisper = 34 dBA
 Library = 40 dBA
 Bird calls = 44 dBA
 Quiet suburb = 50 dBA

<https://faabostonworkshops.com/project-information/aircraft-noise-overview/>

The Project is not expected to increase ambient noise levels near adjacent residences.

~45 dBA (CURRENT AMBIENT NOISE)

38 dBA (NEAREST RESIDENCE)

46 dBA
 43 dBA
 41 dBA
 39 dBA
 38 dBA
 57 dBA (FENCE LINE)

700.0'

300.0'

100.0'

General Notes

1. PRELIMINARY DRAWING; NOT FOR CONSTRUCTION. FINAL SITE LOCATION, LAYOUT AND DESIGN SUBJECT TO ENGINEERING DESIGN AND REVIEW.
2. LAYOUT SHOWS GENERAL FOOTPRINT REQUIRED FOR FACILITY. SITE LOCATION AND DETAILED LAYOUT AND CONSTRUCTION DRAWINGS TO BE DEVELOPED LATER.

SYSTEM RATING

16 MW, 3 HR

INTERCONNECTING VOLTAGE

13.8 KV

FACILITY POWER AT POI

16 MW

FACILITY ENERGY AT POI

52 MWH

SITE AREA

15,709 SQFT

INVERTER MANUFACTURER

POWER ELECTRONICS

BATTERY MANUFACTURER

E-STORAGE

No.	Revision/Issue	Date

LIGHTSHIFT ENERGY

1201 WILSON BLVD, FL 27
 ARLINGTON, VA 22209
 571-447-9180

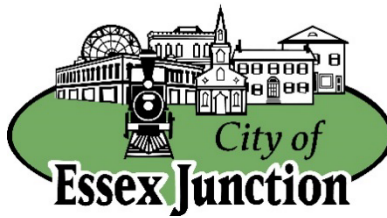
Project Name and Address
 Essex VT BESS 1
 Feb 9, Switchyard 3
 Essex Junction, VT
 44.483361, -73.107083

Drawing Number DWG-001-E	Sheet 03
Date 7/24/2024	
Scale 3/16" = 1'	

Due to the Project's interconnection constraints limiting equipment function to 57% of the maximum battery container capacity and 79% of the maximum inverter capacity, we conservatively modeled the Project using noise data for operating levels/fan speeds of 80%. Elevation, ambient noise, vegetation, sound reflection, and other structures which would further affect the attenuation of sound levels were not considered. This results in a more conservative estimate of sound levels.



CONFIDENTIAL



MEMORANDUM

To: City Council
From: Regina Mahony, City Manager
Meeting Date: September 11, 2024
Subject: GMT Service Reduction Plan & Public Forums

Issue: To inform the City Council and the public about the opportunity to attend Green Mountain Transit (GMT) public forums to hear about and comment on their proposed service reduction plan.

Information:

The draft service reduction plan can be found online here: [RideGMT.com/service-reductions](https://ridegmt.com/service-reductions).

There are proposed reductions to the #10 bus:

1. An early phase (Nov/Dec 2024) includes an elimination of all Saturday service.
2. A later phase (June 2025) eliminates all #10 runs on weekdays.

There are proposed reductions to the #2 bus:

1. A later phase (June 2025) reduces Saturday service from 30 minute service to 45 minute service from 06:30 to 20:00.
2. A later phase (June 2025) removes the last two pm trips at 21:15 and 22:30.

GMT will hold a series of public meetings to receive public comment on the service reduction plan. The meetings can be found here: <https://ridegmt.com/public-hearings/>

One of the meetings will take place on Thursday, September 12th from 4 to 6pm at Brownell Library.



MEMBERS • IMPACT • EVENTS

Your Success is Our Mission.



The Lake Champlain Chamber is committed to growing your businesses and our local economy. We work collaboratively to solve our region's challenges, capitalize on our opportunities, and improve our community's well-being. We hope you'll join us as we help our region, and state, grow.

A handwritten signature in black ink, appearing to read "Cathy Davis".

Cathy Davis
President & CEO



Connecting our members to new opportunities, education, talent, and benefits

MEMBERS

66

new members welcomed this year

20

total member benefits



"I support the Chamber because it advocates, cultivates, and nurtures entrepreneurs and leaders, helping to sustain a thriving and diversified economy within our community."

Julia Birnn Fields

Birnn Chocolates of Vermont

185+

members featured in LCC's monthly Member Connection newsletter



"The Chamber is a real champion of the business community. It informs, engages and develops important resources that grow our business economy."

David Lane

Farm Credit East & Snow Farm Vineyard

90

organizations have been LCC members for 40+ years

Connecting members to other businesses, clients, and communities is at the heart of what we do. We currently offer 20 member benefits and we're focused on growing that number. [Check out our Member Benefits overview here.](#)

We are always glad to answer your questions and get your feedback. [Contact us.](#)



EVENTS

Celebrating, learning together, making new connections, and having fun - 30 events meant there was something for everyone

2.6k+
event attendees gathered

30
events hosted

113TH ANNUAL CELEBRATION

We reimagined our Annual Gala, bringing together the best of our business community and celebrating our Business of the Year: Bytes; A. Wayne Business Award: Wasted*; and Emerging Leader: Kelsey VonDerLinn.

DESTINATION BTV

Our first-ever Travel Summit "Destination BTV" gathered hospitality professionals from across the region to forge new partnerships, gain new insights, and drive our community forward.



YEAR OF EVENTS

2023

OCTOBER - DECEMBER

- BYP Meet Up
- Leadership Champlain 35th Anniversary Celebration
- BYP Seminar
- Destination BTV
- Legislative Reception
- Merry Mixer

2024

JANUARY - SEPTEMBER

- Legislative Breakfast
- Mayoral Candidate Forum
- BYP Meet Up
- Legislative Breakfast
- Hello Burlington Hospitality Social
- BYP Meet Up
- LaunchVT 2024 Kick Off
- 113th Annual Celebration
- BYP Seminar
- Business After Hours
- Hello Burlington High Season Kick Off
- BYP Meet Up
- LaunchVT Demo Night
- Leadership Champlain Graduation
- BYP Meet Up
- Hello Burlington Hospitality Social
- Member Night
- Hello Burlington Hospitality Social
- BYP Meet Up
- BYP Meet Up
- Member Night
- BYP Meet Up
- Cup of Joe with the CEOs
- Business After Hours

2024 ANNUAL REPORT

WORKFORCE & EDUCATION

LEADERSHIP CHAMPLAIN

34 empowered graduates, ready to use their knowledge and leadership in service to their local communities

Partnered with six non-profit organizations to help them address a challenging issue



"Advance Champlain was exactly what I was looking for to re-energize my passion for my work as a leader, while investing in myself for the first time in years. Each class was curated for the improvement of soft skills, emotional intelligence and navigating the challenges that leaders face both within organizations and the community. I truly enjoyed my time in this program and wish I could do it all over again!"

Amber Hecht
Dealer.com

ADVANCE CHAMPLAIN

Built and launched a highly regarded new program for executive leadership development

18 graduates from diverse industries signed up to pilot program

BURLINGTON YOUNG PROFESSIONALS

335+ young professionals attended 10 events over the last year

Collaborated with 10+ sponsors and community partners to host regular Meet Ups and events for our region's young professionals



"I love the sense of community that [Burlington Young Professionals] creates, and I wanted to be more involved in the community. As someone who has had multiple career shifts in a new city, it was great to find such a comfortable and encouraging organization."

Emily Hayes
Courtyard Burlington Harbor



Established a committee of local business and community leaders from our region to work together on housing, public safety, and quality of life issues, and bring workable solutions to the Legislature

Successfully lobbied for legislation to promote public safety and quality of life in our communities

Advanced pragmatic solutions to mitigate property tax spikes and education cost overruns

14 state bills were influenced by LCC testimony + countless other advocacy efforts at the federal, state & local levels

After years of advocacy for meaningful Act 250 relief for our downtowns, it's been achieved!



270+
bills
tracked



"The advocacy of the Lake Champlain Chamber is crucial to the success of businesses in the State of Vermont. While we face challenges around public safety and housing, LCC continues to engage with lawmakers and make improvements to legislation that will benefit both businesses, employers, and residents of Vermont. Through numerous initiatives, LCC continues to engage its membership and advocate on our behalf in Montpelier."

Ryan Nick
J.L. Davis Realty

35+
elected officials connected directly
with 200+ LCC members at advocacy events

ECONOMIC DEVELOPMENT

HELLO BURLINGTON

Hosted the region's first Travel Summit, Destination BTV, with 150 attendees and keynotes on the Vermont Futures Project and the Great North American Eclipse

Over 1.6 billion public relations impressions for Greater Burlington

\$7.5M in sales leads generated for area hotel partners

RELOCATION

Received GROW grant from the State of Vermont

Built a more robust relocation program to attract and retain people and businesses to our region, directly assisting over 200 individuals

LAUNCHVT

Accelerated eight startups with 50% of the cohort identifying as female and 14% representing BIPOC founders

Four out of eight startups are generating revenues

Honored to be a prize recipient of the SBA's Growth Accelerator Fund Competition, acknowledging our leadership in early-stage startup support and education

640k

views on
helloworldburlingtonvt.com



"Promoting our region as a great place to visit, live, work and play is essential to our community's future success. Hello Burlington shows potential visitors all the reasons to fall in love with our region and keep coming back."

Tim Shea

Champlain Valley Exposition



\$1.7m

total revenue to date
generated by the 2024 LaunchVT cohort

WHO WE ARE

The Lake Champlain Chamber is supported in our work by many volunteers who believe in what we do and the promise of our region.

LCC BOARD OF DIRECTORS

- Chair: Dave Lane | Farm Credit East
- Vice Chair: Heather Ross | Sheehey, Furlong & Behm
- President: Cathy Davis | Lake Champlain Chamber
- Ashley Wainer | Ripcord Consulting
- Gregory Maguire* | Liquid Measurement Systems
- Chris Leff | Paul, Frank & Collins
- Michelle Buswell | M&T Bank
- Alex Halpern | Freeman French Freeman, Inc.
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- Ryan Chaffin | UpState Elevator Supply Company
- Patrick Gallivan* | Vermont State Dental Society
- Kurt Gruending | Waitsfield & Champlain Valley Telecom
- Liz Hunt | Green Mountain Surgery Center
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- Sarah Richards* | Gallagher, Flynn and Company, LLP
- Tinotenda (Tino) Charles Rutanhira | Vermont Professionals of Color Network
- Patricia Shirk | 89 North
- Ben Traverse | University of Vermont Medical Center
- Rick Vincent | University of Vermont Medical Center
- Karen Wisehart | Windjammer Hospitality Group
- Brad Worthen | Pomerleau Real Estate

*LCC wishes to thank the following for completing their terms on our Board of Directors: Patrick Gallivan, Sue Leonard, Greg Maguire, and Sarah Richards.

HELLO BURLINGTON BOARD OF ADVISORS

- DoubleTree by Hilton Burlington
- Hotel Vermont
- Courtyard Burlington Harbor
- Hotel Champlain
- Delta by Marriott
- Best Western Windjammer
- Essex Resort & Spa
- Hilton Garden Inn
- Bolton Valley
- Blind Tiger Burlington
- Comfort Inn & Suites South Burlington
- Holiday Inn Express
- The Inn at Burlington
- Spirit of Ethan Allen
- Burlington Harbor Marina
- Patrick Leahy Burlington International Airport

LEADERSHIP CHAMPLAIN ADVISORY BOARD

- Chair: Seth Leonard | Vermont Housing Finance Agency
- Tim Vartanian | Northeast Delta Dental
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- Valerie Nikel | 802 Credit Union/IXIS
- Michele Karode | University of Vermont
- Nicole Haley | United Way of Northwest Vermont
- Sarah Rock | Spherion Staffing & Recruiting
- Mary-Katherine Stone | University of Vermont Medical Center
- Matt Boulanger | Town of Williston
- Matthew Sjoblom | New England Federal Credit Union



WHO WE ARE

LCC REGIONAL AFFAIRS COMMITTEE

- Andrew Brewer | Downs Rachlin Martin
- Greg Maguire | Liquid Measurements System
- Jason Williams | University of Vermont Health Network
- Alex Demoly | GBIC
- Charlie Baker | Chittenden County Regional Planning Commission
- Clayton Clark | Green Mountain Transit
- Dylan Giambatista | VGS
- Chris Smith
- Evan Taylor | Passumpsic Bank
- Jeff Lawson | Hello Burlington
- Joe Carton
- John Caulo | Real Estate Project Management Professional
- Jean O'Sullivan | Town of Essex
- Kathi O'Reilly | Town of Colchester
- Leslee McKenzie | Hickok & Boardman
- Liz Gamache | United Way of Northwest Vermont
- Matt Cota | Meadow Hill/South Burlington Business Association
- Meg McGovern | Donahue & Associates
- Melissa Corbrin | Downtown Winooski
- Mike Keller | South Burlington Business Association
- Mark Redmond | Spectrum Youth & Family Services
- Orion Breen | Global Partners
- Ryan Nick | J.L. Davis Realty
- Micheal Simmoneau | Geri Reilly Real Estate
- Susan Grasso | Local Motion
- Troi Bachmann | Northwest Vermont REALTOR® Association
- Wendy Koenig | University of Vermont

BURLINGTON YOUNG PROFESSIONALS ADVISORY BOARD

- Chair: Sophie Owen Jankowski | Redstone
- Vice Chair: Kelsey VonDerLinn | ECHO, Leahy Center of Lake Champlain
- Advocacy Chair: Ryan Nick, NAI/J.L. Davis Realty
- Troi Bachmann | Northwest Vermont REALTOR® Association
- Mary Capparuccini | Hadley Financial Group & New York Life
- Austin Davis | Lake Champlain Chamber
- Olivia Duerr | Spherion Staffing & Recruiting
- Antonio Federico | True Warrior Fitness
- Michael Hamilton | Davis & Hodgdon CPAs
- Emily Hayes | Courtyard Burlington Harbor
- Brittany Nevins | Vermont Department of Economic Development
- Phil Sheridan | Merrill Lynch



WANT TO GET INVOLVED?

[Reach out](#) to learn about volunteering to serve on one of our boards or committees.



WHO WE ARE



STAFF

- Catherine Z. Davis, President & CEO
- Jeff Lawson, Vice President of Tourism & Marketing - Hello Burlington
- Patrick O'Neil, Vice President of Finance & Operations
- Lidia Anderson, Program Coordinator
- Lauren Bass, Director of LaunchVT
- Nicole Belanus, Operations Manager
- Alex Bunten, Director of Workforce & Education
- Tom Carton, Strategy & Operations Manager - Hello Burlington
- Amelia Cayer, Director of Communications & Engagement, Burlington Young Professionals Manager
- Austin Davis, Director of Government Affairs
- Keith Dunbar, Director of Membership & Development
- Mari Breen Palace, Destination Sales Manager - Hello Burlington

In addition to the staff listed above, we are also thankful for our Tourism Ambassadors who work at our five LCC-operated Welcome Centers. Together, they welcomed almost 500,000 visitors to the State of Vermont in the past year.

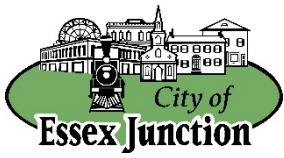
JOIN US!

We invite you to be a part of our work!

If you would like to learn more about how to get involved, please [get in touch](#).

Interested in the benefits of LCC Membership? [Contact us here](#).

MEMBERS • IMPACT • EVENTS



**CITY OF ESSEX JUNCTION
BIKE WALK ADVISORY COMMITTEE
MEETING MINUTES
DRAFT**

*Online & 2 Lincoln St.
Essex Junction, VT 0545
Monday, August 19th 2024,
7:00 PM*

E-mail: mgiguere@essexjunction.org

www.essexjunction.org

Phone: 802-878-6944, ext. 1625

1. MEMBERS PRESENT

John O'Brien (chair), Eric Bowker, Lauren Philbrook, Russ Miller-Johnson (attended remotely)

2. OTHERS PRESENT

Michael Giguere (City Staff), Susan Grasso (Local Motion), Jack Evans (Local Motion)

3. CALL TO ORDER

John called the meeting to order at 7:14 pm.

4. DETERMINE WHO WILL TAKE MINUTES

Russ volunteered to take minutes.

5. AGENDA ADDITIONS/CHANGES

Michael added two agenda items:

- Discussing Local Motion's drafted bike parking survey
- Connect the Junction focus group invitation

John added discussing projects from the 2015 Bicycle and Pedestrian Plan, if time allows

6. MINUTES FOR APPROVAL

a. July 15th, 2024

Lauren made a motion to approve July's minutes with no changes or additions, seconded by Eric. Vote was unanimous (4-0) in favor.

7. PUBLIC TO BE HEARD

No public comments were made.

8. BUSINESS ITEMS

a. Vice Chair appointment

Michael encouraged the group to appoint a Vice Chair and provided an explanation of responsibilities. Russ volunteered. Lauren made a motion to appoint Russ as Vice Chair, seconded by Eric. Vote was unanimous (4-0) in favor.

b. UVM Capstone Study – Fall 2024

Russ mentioned that Dr. Lens was interested in working with Essex Junction BWAC on capstone projects for an engineering class at UVM based on the Spring 2024 student group's excellent work. Eric asked what the timeline would be, Russ said they would need to start work by mid-September. Michael asked if the project ideas would need to be finalized for the students by mid-September, which Russ confirmed. Michael mentioned that revisiting the list of project ideas from the Spring 2024 semester would be a good way to meet this deadline. Susan asked about the possibility of extending last semester's project to do a quick build demonstration project. Michael mentioned that this might be possible, but the engineering capstone course is more conceptual in nature but mentioned that the City is exploring the possibility of taking on fall interns to do a traffic calming quick build study independent of this engineering capstone course. Michael asked the group if they'd prefer having Russ and Michael work independently on this project and report back to the group, or if a special meeting should be held to involve the group while still meeting the mid-September deadline. The group decided to wait to hear back from Russ and Michael on the timeline needed.

c. Bike rack locations

Susan presented a survey and map developed by Local Motion for St. Albans inviting community members to

share locations and conditions of existing bike parking. This was supplemented by a second survey that asked community members where they'd like to see additional bike parking. She then previewed a drafted survey for Essex Junction. She mentioned that combining both surveys into one survey provides difficulties, as it only generates one GIS map. John mentioned how useful this resource would be for the community. Lauren was concerned about the difficulties of data collection if both surveys were combined into one, as someone would need to independently map the second survey based on text data collected, which Susan agreed with. Jack mentioned that CCRPC had a system used for a recent survey that may work. Lauren asked why we had decided to combine both surveys, and Eric and Susan mentioned this was an effort to minimize survey fatigue in the community. Michael asked how this survey was distributed in St. Albans, and Susan mentioned that Local Motion and the town & city's communication teams posted a QR code on social media, advertised in the local paper, Front Porch Forum, and through word of mouth. Susan said she'd work on getting both surveys linked. Michael asked about next steps, and Susan asked if there was a timeline to work with. John mentioned the desire to launch the survey before it gets too cold, and the group decided to have John and Michael work with Local Motion to get a survey drafted for the September meeting.

Michael previewed site plans for a new development at 17 Park St that includes four (4) bike racks in an alley between 17 Park and 11 Park. Susan mentioned that there are national standards for bike parking placement, and Michael confirmed that the City's Land Development Code requirements for bike parking are based on those standards. Russ asked if this would use BWAC's bike rack inventory and Michael said these were separate bike racks provided by the developer.

Michael transitioned to discuss potential locations for the ten (10) bike racks in storage with public works. He mentioned a list of design review criteria that the City's Community Development team used to evaluate potential bike rack locations, including evidence of existing demand, proximity to multiple destinations, proximity to likely destination, visibility, distance from existing racks, available space to install the rack, and proximity to a likely bike route. He shared a list of locations that scored highly using these criteria, including the corner of Park & Park Terrace, the front of 11 Park, Essex Junction Market/Planet Fitness, and the commercial spaces on Park & Iroquois. Lauren asked about the size of the bike racks and Dero's website was consulted to confirm. Eric asked about the mixed-use building on 3 Maple St, and Michael showed the location of two hoop racks on the side of the building. Eric raised concerns about the constrained space of that location and asked about the dirt parking lot behind Firebird as a potential spot for additional parking or redevelopment. Lauren mentioned that most people would not want to cross the street if it could be avoided. She asked if property managers would be willing to discuss converting a car parking spot into bike parking, which Michael said would need to be a larger conversation with the property manager. John volunteered to start the conversation with the Essex Junction Market/Planet Fitness spot, and Michael volunteered to work on the Park & Park Terrace location before using Local Motion's survey data to inform future decisions for parking locations. Susan asked if the survey would just be designed for Essex Junction, which Michael confirmed.

d. Call for RRFB potential locations

Michael mentioned that the City is encouraging the purchase of another rectangular rapid flashing beacon (RRFB) as a part of BWAC's budget to improve the walkability of the City. Michael showed locations of current RRFBs on Google Earth and mentioned that the committee should be looking at existing crosswalks to install beacons at. He then showed a preliminary list of crosswalks that could be good candidates subject to review and approval by the City Engineer. Eric provided context for how the procurement process has gone for these beacons in the past, indicating that a running list was created with a goal of purchasing one beacon per year. He mentioned that Main & Athens was identified as a potential location in the past which Michael added to the potential list. Lauren and John mentioned personal experience and conversations with others about this crossing. Lauren added Lincoln & Central and Eric mentioned that this was explored as an option in the past, Michael mentioned concerns over drivers making a right-turn movement from Central onto Lincoln not being able to see the beacon depending on its positioning. Other locations explored included Maple & Elm, North & Grove, South & West, Hiawatha & Owassa, and Cascade Park. Eric mentioned that BWAC used to have a goal of doing one walking meeting per year and that doing a site walk to visit a potential beacon location. Lauren asked if speed limits dictate where these beacons can be placed, and Michael referenced the Manual on

Uniform Traffic Control Devices (MUTCD) as the national standard to use.

e. Wayfinding project

Michael mentioned a desire to install wayfinding signs around the City to draw more attention to bike routes and destinations, referencing a new wayfinding sign near the Champlain Parkway in Burlington's South End as a good example. He asked for committee members to think of examples in the area to draw inspiration from and think about what could be included on signs for Essex Junction. Lauren asked if wayfinding signs would list specific businesses and how this would need to be changed if businesses leave, and Michael mentioned that signs could be designed with flexibility in mind, either with small removable directional signs or by avoiding referencing specific businesses. Russ asked if there would be different requirements if located on a state highway, which would need to be investigated further.

f. Reschedule October meeting

Michael mentioned that 2 Lincoln is undergoing renovation and will not be available as a meeting location starting in October. BWAC will be meeting in the Kolvoord Room at Brownell Library during this time period. He mentioned that Vermont Open Meeting Law allows advisory bodies to meet remotely, which the committee declined. Michael mentioned that they needed to reschedule their October meeting date to avoid conflicting with a cultural/religious day of significance. BWAC decided to move their October meeting to Tuesday, 10/22.

9. **MEMBERS UPDATES**

a. Connect the Junction – preview and focus group invitation

John mentioned that he and David were able to attend the Planning Commission meeting that included a preview of Connect the Junction, a transit-oriented development project that the City is coordinating with an outside planning firm. He mentioned that the Planning Commission seemed to be very much aligned with the goals of BWAC when it comes to input on this project. He mentioned that a public design charette is being held the first weekend of October.

Michael extended a formal invitation to BWAC to participate in a focus group for this project on Monday, 8/26 and provided more context for the project.

b. Bicycle Friendly Community

Eric did not have an update for renewing the City's Bicycle Friendly Community designation but plans on working on it.

10. **STAFF UPDATES**

No staff updates were provided.

11. **ADJOURN**

Lauren made a motion to adjourn the meeting at 8:29 pm, seconded by Eric. Vote passed unanimously (4-0).