



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

Online & 145 Maple St.
Essex Junction, VT 05452
Wednesday, February 12, 2025
6:30 PM

E-mail: admin@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6944

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

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

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
 - a. Comments from Public
5. **PUBLIC HEARING**
 - a. Public Hearing on FY26 Proposed General Fund Operating and Capital Budgets
6. **BUSINESS ITEMS**
 - a. Discussion and Consideration of the FY26 General Fund Budget and Capital Program Budgets
 - b. Discussion and Consideration of the Necessity Resolution for the West St., River St. and Maple St. Pump Station Retrofit Bond Vote and Clean Water State Revolving Fund Application
 - c. Discussion of Initial Draft of the Informational Hearing and Annual Meeting Warning and Ballot Questions
 - d. *Discussion and Consideration of an Executive Session to discuss a Contract
 - e. **Discussion and Consideration of an Executive Session to discuss Personnel
 - f. ***Discussion and Consideration of an Executive Session to discuss Attorney Client Communication
 - g. Deliberative Session to Consider Dog Bite Order Extension for T. Flores and I. Williams – added 2/10/25
7. **CONSENT ITEMS**
 - a. Approve Meeting Minutes: 1/22/25 and 1/25/25
 - b. Approve Revised Recreation Advisory Committee Purpose Statement
 - c. Approve Banner Application for Burlington Gem and Mineral Club
 - d. Approve Document PVR-4155, "Certificate – No Appeal or Suit Pending" for the 2024 Grand List
8. **COUNCIL MEMBER COMMENTS & CITY MANAGER REPORT**
9. **READING FILE**
 - a. Check Warrant #24067 1/24/25 and #24068 2/7/25
 - b. Regional Boards and Committees Minutes Memo
 - c. January Financial Reports
 - d. Department Head Budget Videos Memo
 - e. Planning Commission Minutes 1/14/25
 - f. Police Community Advisory Board Minutes 1/21/25
 - g. Tree Advisory Committee Minutes 1/23/25

10. **EXECUTIVE SESSION**

- a. *An Executive Session may be needed to discuss a Contract
- b. **An Executive Session may be needed to discuss a Personnel
- c. An Executive Session may be needed to discuss Attorney Client Communication

11. **ADJOURN**

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

**City Council Rules for Public Participation
City of Essex Junction**

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

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

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Proposed FY 26 General & Capital Fund Budgets

February 12, 2025

Public Hearing (per City Charter Section 904)



Important Notes

This is NOT the final budget that will be on the ballots in April. We are presenting this PROPOSED budget at a time when input from the public can still be incorporated.

Proposed FY 26 General Fund Summary

FY 25 City Budget	Proposed FY 26 City Budget	\$ Change from FY 25	% Change from FY 25
\$12,004,124	\$12,405,692	\$400,068	3%

FY 26 Estimated Tax Impact

FY 25 Rate (General Fund + Tax Agreement + Economic Development)	Proposed FY 26 Rate (General Fund + Tax Agreement + Economic Development)	\$ Change	% Change
\$0.9861	\$1.0108	\$69	2.5%

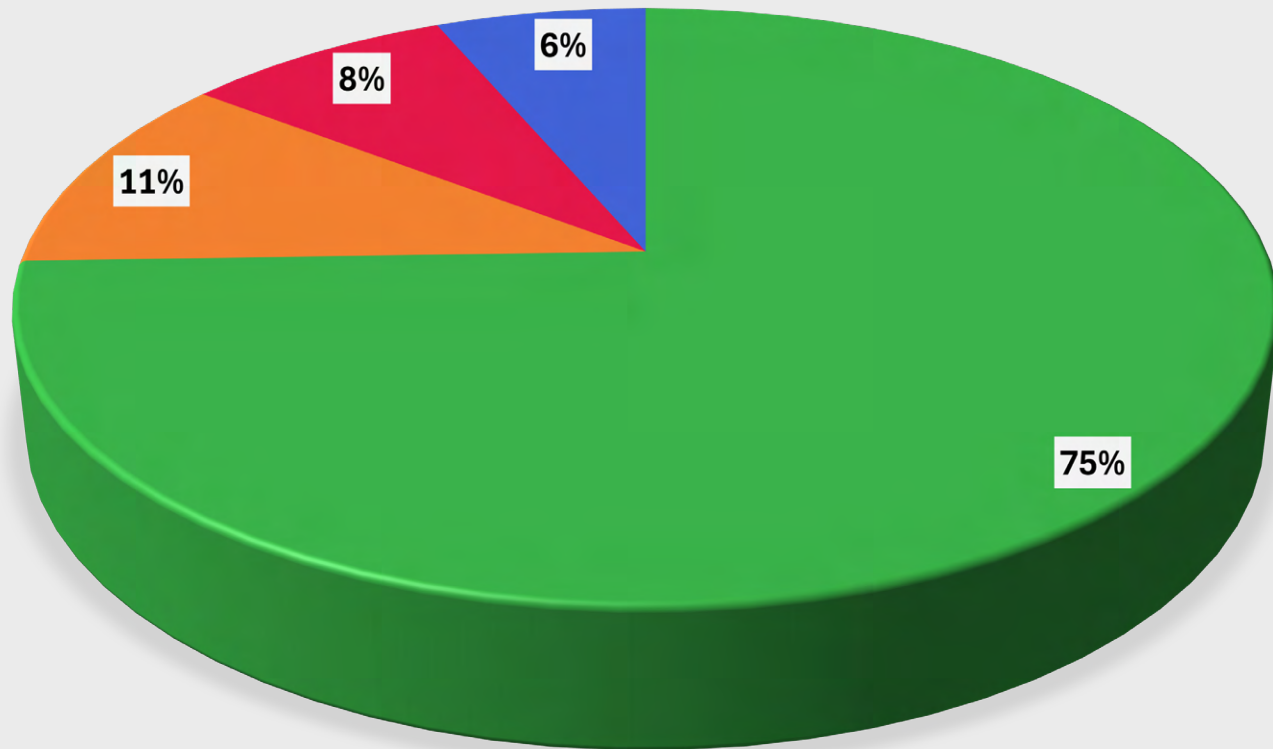
- ▶ The estimated tax increase to a \$280k property in FY26 is an increase of \$69 per year over FY25





PRELIMINARY Impact on Residents/Taxpayers in FY26

	FY25	FY26	% Change	\$ Increase/ (Decrease)
Taxes on \$280,000 assessed value home	\$2,761	\$2,830	2.5%	\$69.00
Total All Utility Rate Annual (residential property using 120 gallons/day)	\$678.34	\$778.20	14.7%	\$99.86
Stormwater Utility (1 ERU)	\$0	\$84.75	-	\$84.75
Total	\$3,439.34	\$3,692.95	8.6%	\$253.61

Proposed FY 26 General Fund Revenue

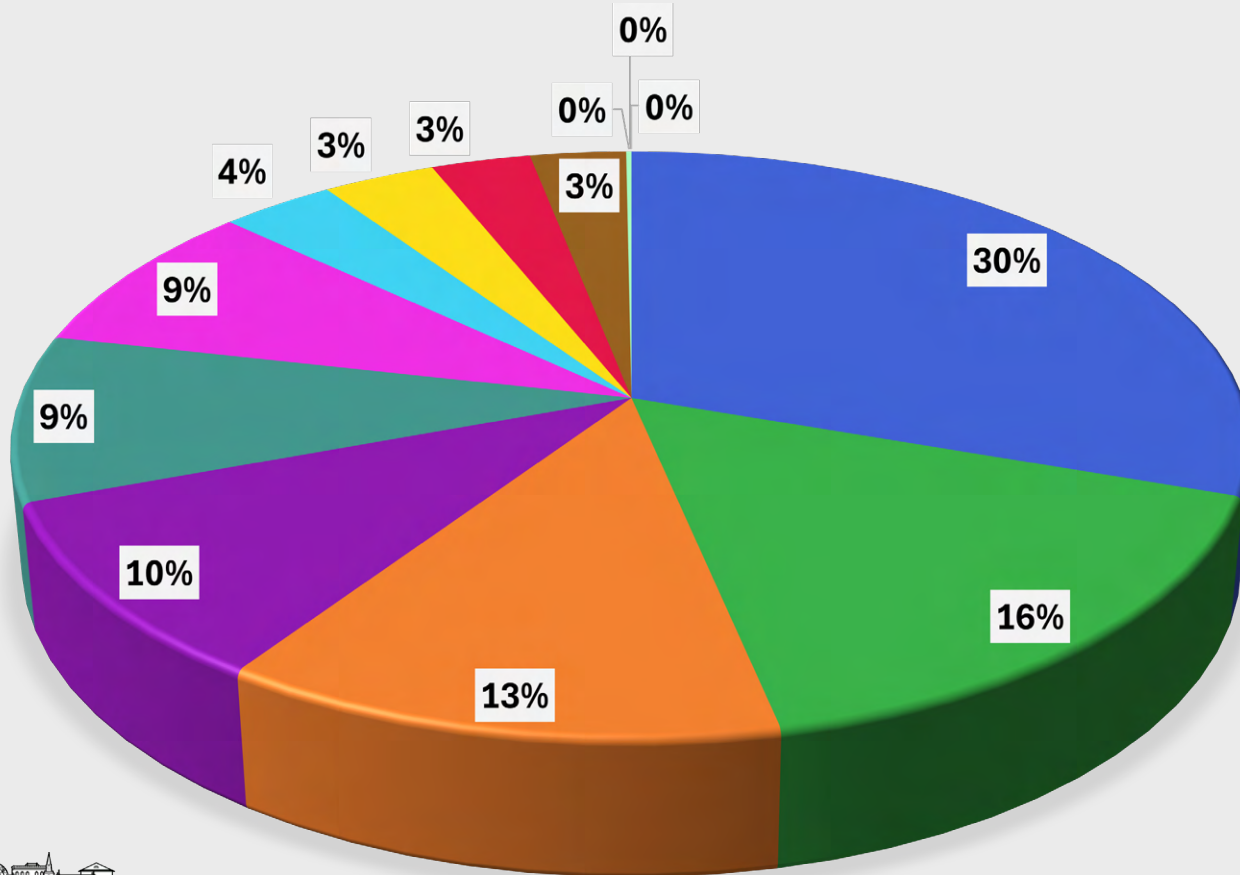
\$12,405,692



-  Resident Property Taxes
\$ 9,241,005 (75%)
-  Business Property Taxes
\$ 1,353,459 (11%)
-  Misc. Revenues
\$ 1,013,310 (8%)
-  GlobalFoundries Property Taxes
\$ 797,918 (6%)

Proposed FY 26 General Fund Expenditures

\$12,405,692

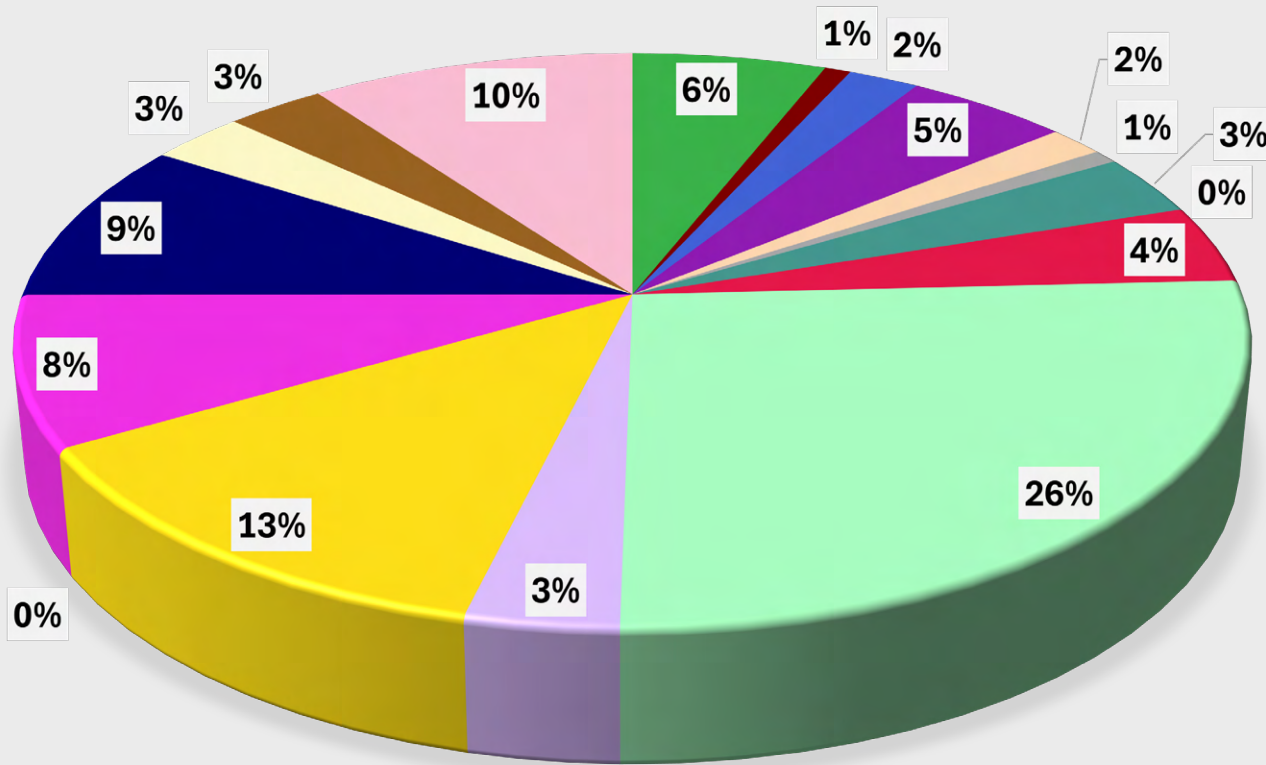


- Public Safety**
 \$ 3,758,530 (30%)
 Includes Fire, Police, & Rescue
- General Government**
 \$ 2,032,785 (16%)
 Includes Administration, Legislative, Clerk, Finance, IT, & Assessing
- Public Works**
 \$ 1,583,502 (13%)
- Transfers and Misc.**
 \$ 1,230,770 (10%)
 Includes Transfers to Capital & General Reserves
- Recreation**
 \$ 1,135,776 (9%)
- Brownell Library**
 \$ 1,047,704 (9%)
- County/Regional Functions**
 \$ 432,352 (4%)
- Community Development**
 \$ 425,610 (3%)
- Debt**
 \$ 375,943 (3%)
- Buildings**
 \$ 362,720 (3%)
- Health and Human Services**
 \$ 20,000 (0%)
 Cemetery Association
- Economic Development**
 \$ 0 (0%)
- Stormwater**
 \$ 0 (0%)



NOTE: Improved categories to match Audit

Proposed FY 26 General Fund Expenditures



Administration	\$ 735,309	Streets	\$ 1,583,502
Legislative	\$ 99,150	Stormwater	\$ 0
Clerk	\$ 268,921	Brownell Library	\$ 1,047,704
Finance	\$ 621,777	Recreation	\$ 1,135,776
Information Technology	\$ 211,551	Buildings	\$ 362,720
Assessing	\$ 96,075	Debt	\$ 375,943
Community Development	\$ 425,610	Transfers & Misc.	\$ 1,230,770
Economic Development	\$ 0		
Fire	\$ 543,037		
Health & Human Services	\$ 3,235,493		
County/Regional Functions	\$ 432,352		



NOTE: Old categories for comparison

Proposed FY 26 General Fund Highlights

- ▶ The general fund budget is broken into 18 expenditures. The following information is a snapshot of the major changes to the proposed FY26 general fund budget from the FY25 general fund budget.



General Fund Highlights

Salaries/Wages and Benefits

- ▶ 4.0% salary/wage merit increase per contract.
- ▶ Additional \$50,000 for salary/wages and benefits to address PWs vacancies and adjustments.
- ▶ 17.9% health insurance rate increase for calendar year 2025. While health insurance costs continue to increase significantly, employees are now paying an increase in the share of the premium.

Administration \$735,309

- ▶ \$25,000 to support a shared Equity Policy Advisor at CCRPC.

Legislative \$99,150

Clerk \$268,921

- ▶ The vault shelving is covered by Records Preservation funds but needs to be shown as an expense. Without this \$15,000 expense, this budget is -1%.

General Fund Highlights

Finance \$621,777

- ▶ All of the City-wide software needs and worker's comp/unemployment/property/casualty insurance are in this budget.

IT \$211,551

- ▶ IT reductions have been made with a decrease in the amount of computer replacements anticipated for FY26.

Assessing \$96,075

- ▶ Increase of \$6,507 for contracted assessing services with the Town of Essex.

Community Development \$425,610

- ▶ Majority of increase in this budget is an additional \$11,000 over FY25 for matching grant funds.

Economic Development \$0

- ▶ This budget continues to be unfunded and will be reevaluated with future needs.

General Fund Highlights

Fire \$543,037

- ▶ Increased payroll for higher call volume - approx. \$12,600.

Health & Human Services \$3,235,493

- ▶ Increase of \$178,132

County & Regional \$432,352

- ▶ Special Assessment for Green Mountain Transit of \$27,045.
- ▶ Restored funding for Greater Burlington Industrial Corporation at \$3,750.

Streets \$1,583,502

- ▶ Public Works payroll expenses are reduced from prior years as we have updated various position allocations among Streets, Water and Sanitation to more accurately reflect where time is actually spent.

Stormwater \$0

- ▶ The Stormwater Management program moved out of the General Fund and into a utility (enterprise fund).

General Fund Highlights

Brownell Library \$1,047,704

- ▶ The utility, cleaning and repairs/maintenance costs were increased in the library building budget as the reduced budget was not realistic for this heavily used historic building.

EJRP \$1,135,776

- ▶ Incremental shifts from the EJRP General Fund to the EJRP Program Funds. Last year the EJRP Program Fund took on an Admin Fee, like other City enterprise funds, which is approximately \$53,000 for FY26.
- ▶ Also, starting last year, the Program Fund took on the cleaning of Park Street School which amounts to \$32,500 annually.
- ▶ For FY26, in addition to the Admin Fee and Park Street School cleaning, 25% of the salary and benefits for two administrative positions has been shifted into the Program Fund.

General Fund Highlights

Buildings \$362,720

- ▶ Overall increase of \$12,065 across all buildings with most of the increase in cleaning and professional services (general upkeep and maintenance on elevator and HVAC systems).

Debt \$375,943

- ▶ Overall decrease of \$16,110

Transfers & Misc. \$1,230,770

- ▶ Planned increase in the transfer to capital in the amount of \$84,196.
- ▶ Proposed addition of \$110,000 to increase the unassigned fund balance.

General

- ▶ Efficiencies have been achieved in aligning some service contracts and vendors across Departments and moving to Burlington Telecom for communication needs.

Other Fund Balances and Planned Spending

LOT (Local Option Tax) Fund - Balance \$1,058,181

Estimated annual revenue of \$900,000

Planned Spending:

- ▶ \$27,500 for rebranding
- ▶ \$14,375 for new City banners and signs
- ▶ 25% of annual revenue for sidewalks (per LOT policy)
- ▶ \$800,000 per year for capital projects identified in capital plan - this amount takes into consideration the existing balance from prior year's revenue that was unspent

Economic Development Fund - Balance \$869,061

Estimated annual revenue of \$112,000

Planned Spending:

- ▶ \$40,000 for Main Street Park
- ▶ \$90,000 Crescent Connector project completion (bike racks/bike boxes/EV charging stations/trees)
- ▶ \$750,000 estimated Amtrak grant match

**additional detail can be found in the FY26 budget packet*

Capital Project Summary FY26-FY30

- ▶ The following is a summary of projects currently scheduled in the capital plan over the next 5 years, in order of anticipated fiscal year. This is subject to change depending on updated cost estimates and available funding.

1. Sidewalk and Roadway Improvements from West Street to Susie Wilson Road (streetscape, traffic calming, added bike lanes) *Project UU*
2. Waterline 235 Pearl Street to Susie Wilson Road *Project V*
3. Rosewood Lane Road Reconstruction and Sidewalk Replacement *Project III*
4. Fire Dept radio replacements
5. Replace Waterline North Street (from Grove Street to Central Street) *Project QQQ*
6. Road Reconstruction Pleasant Street (from Main Street to Mansfield Avenue) *Project NNN*
7. Fire Dept thermal cameras

Strategic Plan & Annual Workplans

- ▶ In June 2024, the City Council approved the Community Vision and Strategic Action Plan report. Through the strategic planning process, the community helped to identify six strategic pillars representing the major themes or topic areas that reflect Essex Junction's preferred future.



Department Work Plans FY 26

- ▶ To see the full Department Work Plans visit the Administration table or the City's website:
www.essexjunction.org/meeting/city-council-budget-workshop-12-03-2024

Administration - City Manager

- ▶ Implement Annual Strategic Planning Process
- ▶ Update Policies and Ordinances as needed.

Administration - Communications

- ▶ Establish a process for the development of new committees
- ▶ Establish a plan/program for incorporating youth members onto boards/committees
- ▶ Changeover of Logo/Village to City

Administration - Human Resources

- ▶ Actively engage in and contribute to the comprehensive salary study.
- ▶ Update and modernize HR Policies, including with a lens to become a Welcoming & Engaging Community.
- ▶ Establish a committee to discuss and consider guidelines that address hiring and wage compression.

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Brownell Library

- ▶ Continue to work toward Sustainable Libraries Certification
- ▶ Prepare for and Celebrate Brownell's 100th Anniversary in 2026
- ▶ New Library Roof

City Clerk

- ▶ Provide additional outreach to residents and community groups regarding elections, dog registrations, and other services we provide.
- ▶ Provide more robust training and information for our election workers.
- ▶ Look into becoming a U.S. Passport agency.

Community Development

- ▶ Completion of the Connect the Junction Transit-Oriented-Development Master Plan project and implementing some of the policy changes that come out of it in FY26.
- ▶ Engaging the community on the next updates to the Comprehensive Plan to continue to address pressing issues such as housing supply and affordability, economic development, clean energy and transportation.
- ▶ Continuing work on the design and construction of the renovations at the Amtrak station, leveraging federal grant funds to revamp the station and surrounding area for both form and function.

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EJRP

- ▶ Re-launching of a Recreation Advisory Committee to help serve as the liaison between our department and the community.
- ▶ Creating a new 10-year master plan for EJRP to guide our work in the coming years.
- ▶ Exploring what a potential future gym facility could look like at Maple Street Park and look forward to discovering what is possible with that.
- ▶ Continuing to expand our senior programming and opportunities, especially with the reopening of 2 Lincoln around the middle of this year.

Finance

- ▶ Explore additional functionality within some of our existing software programs to expand our budgeting process and capital planning.

Fire

- ▶ Fire Station Building - begin work with consultant for recommendations.

Department Work Plans FY 26

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Public Works

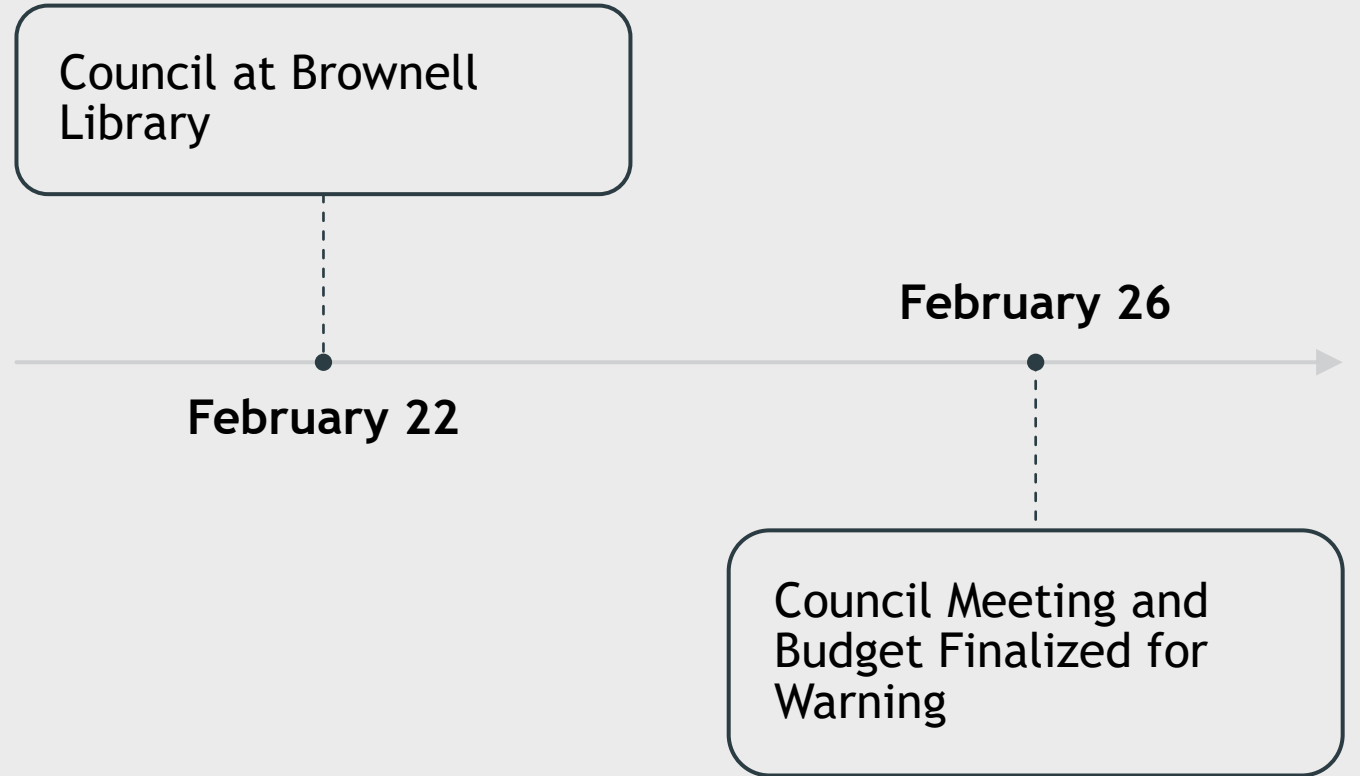
- ▶ Paving for FY26 City streets
- ▶ Work on water line and road reconstruction on Iroquois Ave
- ▶ Sidewalk Replacement in line with LOT Policy
- ▶ Ordinance/Policy Improvements - sidewalk, traffic calming, streets

Water Quality

- ▶ Addition of one Full Time Stormwater Coordinator
- ▶ Retrofit three pump stations (West, Maple and River Street)
- ▶ Plan for recommendations from the 10-year Water Resource Recovery Facility Evaluation Study

City Council Engagement Schedule

- ▶ In an effort to engage residents, the City Council encourages community members to participate actively in the budget process leading up to the final budget approval on February 26, 2025.



Annual Meeting Next Steps

February 12: City Council Meeting

- ▶ Discuss Annual Meeting Ballot to include:
 - Bond Vote for Pump Stations
 - Election of Champlain Water District member

February 20: Last day to file petitions signed by at least 5% of the voters with the City Clerk for Articles to be included in the City Meeting Warning.

March 3: Deadline for nominating petitions to be filed with City Clerk by 5 p.m. Each petition must contain at least 30 valid signatures.

March 25: Informational Hearing on Ballot Items

April 8: 7 AM - 7 PM Annual Meeting Day

- ▶ Voting by Australian Ballot at Champlain Valley Expo-Blue Ribbon Pavilion



PRELIMINARY Impact on Residents/Taxpayers in FY26

	FY25	FY26	% Change	\$ Increase/ (Decrease)
Taxes on \$280,000 assessed value home	\$2,761	\$2,830	2.5%	\$69.00
Total All Utility Rate Annual (residential property using 120 gallons/day)	\$678.34	\$778.20	14.7%	\$99.86
Stormwater Utility (1 ERU)	\$0	\$84.75	-	\$84.75
Total	\$3,439.34	\$3,692.95	8.6%	\$253.61

Q&A



Poll Question

In Person

- ▶ Use the QR Code
- ▶ Or fill out the question on the comment card on the table

If Online (Zoom)

- ▶ Use the online poll

Note: If watching the recording of this meeting at a later date, the poll will be closed.

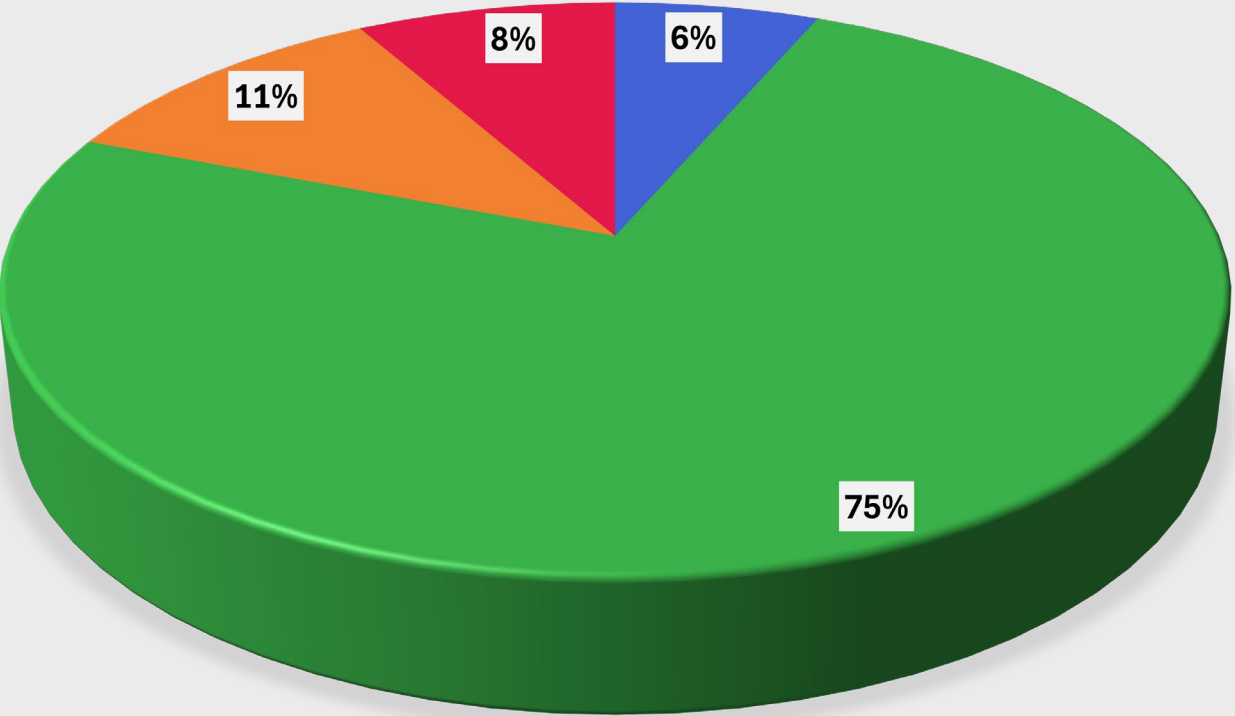
Thank you





Email admin@essexjunction.org

www.essexjunction.org/departments/clerk/voter-information/annual-meeting



Proposed FY 26 General Fund Revenue



-  Resident Property Taxes
\$ 9,241,005 (75%)
-  Business Property Taxes
\$ 1,353,459 (11%)
-  Misc. Revenues
\$ 1,013,310 (8%)
-  GlobalFoundries Property Taxes
\$ 797,918 (6%)

FY26 City of Essex Junction

Proposed Budget Transmittal

The Budget

The budget has been developed following the City’s December 3rd Budget Day, and January 8th and 22nd budget discussions. This transmittal includes the following:

1. Budget Updates based on direction given by the Council at the Jan 22nd meeting; and additional data.
2. Questions & Answers from the Community Meal on January 25th.
3. Remaining Budget Items for Consideration
4. Next Steps

Budget Updates After 1/22/25 Council Meeting

1. Addition to budget to cover increase in unassigned fund balance (increase of \$110,000)
2. Addition of support for GBIC (increase of \$3,750)
3. Correction to EJRP staff wage/benefit to match actual (decrease of \$1,569)
4. Adjustments to the notes in the Economic Development Fund have been made to clarify status and allocation for the Main Street Park project, and the Crescent Connector project. (no dollar adjustment)
5. Adjustments to the notes in the LOT Fund have been made to clarify the allocation for the rebranding effort. (no dollar adjustment)

General Fund – UPDATED since 1/22/25 and this is the same budget that was presented during the Community Meal on January 25th: The proposed FY26 City General Fund (GF) budget is a 3% or \$400,068 increase from FY25 \$12,004,124 to FY26 \$12,405,692. This increase is supported mostly with an increase to the City tax levy of \$282,036 or 2.5%.

The proposed budget would result in an estimated City General Fund tax rate, plus the tax agreement rate and economic development rate, of \$1.0108, compared to \$0.9861 in FY25, which is a 2.5% increase. The projected City tax cost for a \$280k home in FY26 is an increase of \$69 per year over FY25. Note the tax rate calculation assumes no growth in the grand list as growth rates in the City have been relatively low. This is a conservative approach that will work in favor of the tax payers if the grand list does indeed grow.

Enterprise Funds – UPDATED since 1/22/25: There is a separate Enterprise Fund narrative, but the main details are copied here for easy reference. The Water, Wastewater, Sanitation, and Stormwater fund budgets and rates are in the early stages of being compiled and calculated. **These preliminary estimates will change.** The utility rates combined result in an 14.7% increase which calculates to an increase of \$99.86 per year on an average bill (based on 120 gallons/day usage).

Therefore, the total overall PRELIMINARY impact on residents/taxpayers in FY26 is:

<u>Comparison of FY25 rates to FY26 rates</u>						
			<u>FY25</u>	<u>FY26</u>	<u>% Change</u>	<u>\$ Increase/ (Decrease)</u>
Taxes on \$280,000 assessed value home			\$2,761	\$2,830	2.5%	\$69

Total All Utility Rate Annual (residential property using 120 gallons/day)	\$678.34	\$778.20	14.72%	\$99.86
Stormwater Utility (1 ERU)	\$0	\$84.75	-	\$84.75
Total	\$3,439.34	\$3,692.95	8.6%	\$253.61

Brief Update on the Stormwater Utility:

The stormwater program is proposed to be funded as an Enterprise Fund/utility in FY26; this is a change from FY25 where the stormwater program was funded through the General Fund. There were questions at the Community Meal to help clarify this budget and the historic comparisons. There are notes added to the Stormwater Fund budget to help clarify this. Also, here is a summary table to help clarify:

FY25 General Fund Budget	FY25 Stormwater Budget if the utility was started in FY25 (as presented in the FY25 budget documents for illustrative purposes)	FY26 Proposed Stormwater Budget as a utility, not in the General Fund
\$230,850	\$353,216	\$448,057

The Council has reviewed the draft stormwater utility ordinance on August 28, 2024, October 30, 2024 and held public hearings and discussions on November 13, 2024 and December 11, 2024. Since then, Staff have been considering the public comments and refining the utility model accordingly. Staff intends to bring this information back to the Council with recommendations on moving forward with the utility on February 26th.

One refinement that has become clear is the importance of ensuring all properties in the City are subject to the utility because the stormwater fee is an impervious area-based fee and in that system, all developed properties must pay the impervious area-based stormwater fee. There are no exemptions (not the City, not the state, not churches, not non-profits, not those with existing permits, etc.). Staff originally thought GlobalFoundries would be exempt, but that is no longer our recommendation. Another refinement is the acknowledgement that, based on the appropriate shift to an impervious area-based fee (rather than property value based in the General Fund), it is a significant expense for some large properties and we recognize that paying the full amount in year 1 might be a hardship. Therefore, we recommend phasing the approach. The easiest way to do this is to reduce the Stormwater Fund budget in year 1 by the capital transfer of \$125,000. This would reduce the budget from \$448,057 to \$323,057. Last, but not least, the intention at this point is to start this wholly within FY26; so the first tri-annual installment would be included on the October 2025 utility bills.

While, unfortunately, staff is not prepared to present the stormwater refinements in full at the February 12th meeting, we wanted to present some of this given the schedule. Most importantly:

- There is no funding for the stormwater program in the proposed FY26 General Fund budget. If the Council does not move forward with establishing the Stormwater Enterprise Fund/utility after February 26th, we will not have a stormwater program in FY26. We cannot be in that situation and meet our permit requirements. It remains staff’s recommendation to fund this program through a Stormwater Enterprise Fund/utility. However, if there is hesitancy in doing so at the Council level, the Stormwater program budget needs to be included in the General Fund.

- Therefore, this is a bit of insight to help prepare you for this discussion on February 26th. Again, we will have a full presentation on the comments received to date with answers, and recommendations for moving forward with the utility on February 26th.

Community Meal Feedback, Comments and Answers to Questions:

We received 25 written responses. Not everyone responded to each question.

- 1. Do you approve adding an additional \$100,000 to the General Fund to increase the unassigned Fund Balance?**
 - Yes = 15
 - No = 8
- 2. If the proposed FY 26 Budget was voted on today, would you support it?**
 - Yes = 16
 - No = 6
- 3. Do you have any additional questions or comments about the proposed FY 26 General Fund Budget?**

Questions & Answers:

- Q: There were less than 80 people at the meeting. How will you get more feedback on this? A: The Council has been having a number of conversations in the community (all listed [here](#)) and we are holding the public hearing on 2/12.
- Q: Why is the library our third largest City cost? Is that an actual government priority? Can they drop \$100K and that gets moved to the fund balance? A: I believe support of the Brownell Library has been a community priority. When looking at the General Fund in full, personnel costs account for approximately 35% of the budget. Our staff are our most valuable asset. Budgets for departments that provide direct service to customers, like the library, reflect the associated personnel costs needed to do that well.
- Q: Why is police fund many times more than fire? A: The Police Department is a paid full time Department, while the Fire Department is a volunteer/pay per call model.

Comments:

- Brownell Library has all my support. Thanks for taking the time to host this event.
- Thank you for all your work and transparency
- The \$110K from the unassigned fund balance should be taken from the library line item and held to the 1.5% increase.
- Library budget is too high.
- Strong support for community funding of the library and EJRP. Both organizations provide critical services for the City.
- We are senior citizens. Can't afford more taxes. Getting too many high-rise buildings. Appreciate police.
- When we became a City, taxes were said to go down. It has not done anything but gone up.

- Continue to evaluate collaborative budgeting with Town on items that are still shared. We also need better, more frequent plowing. The discrepancy in road clearing quality is stark when driving through the City to Colchester and other neighboring towns.
- Workplan suggestions: 1) Communications Director to develop community engagement and outreach strategy and workplans 2) Community Development Department prepare energy strategy. If budget implications, develop budget.
- Amtrack Station, thank you.
- Well done budget in a very tough year.

Additional Budget Items for Consideration for the FY26 General Fund Budget:

If the Council is open to considering adjustments, these items have been identified or requested:

1. Regarding the LOT Fund: In FY24 the Council (on 8/9/23) reduced the Rebranding allocation from \$40,000 to \$27,500 to allocate \$12,500 for the underfunded Strategic Planning effort. In reviewing LOT fund balance, I would like to restore the rebranding allocation back to \$40,000. We are confident that we can support this allocation in the LOT fund. ***If the Council would like, we can make this allocation adjustment in the LOT fund.***
2. Connect the Junction funding support considering Federal Funding uncertainty. There is \$10,000 remaining under the original scope, and \$35,000 based on an expanded scope (because CCRPC had additional funding prior to the pause). ***If the Council would like, we can add this.***
3. Essex Rotary has requested financial support from the City to help support their food insecurity program. While incredibly worthwhile, this has not been included in the budget as we are in a year where we've asked City Departments to cut as much as they can. Further, and as previously discussed with the Council with other funding requests, we don't have a social services funding program in place to make decisions regarding what programs to fund through the General Fund on behalf of the community. Without that, I recommend that we do not include this in the budget.

For your information in considering the above, approximately \$110,000 equals 1% on the tax rate, so for each \$110,000 that is cut or added to the budget (or increase in revenue) it would change the tax rate by 1%. A 1% tax rate change equates to a \$27/year change on a \$280,000 property.

Next Steps:

Staff needs all further edits the Council would like at this point, so that the budget can be prepared and finalized for the February 12, 2025 Council meeting. At that meeting the Council will need to approve the budget that will go to the voters.

Recommendation: It is recommended that the Council provide staff with direction on any other budget amendments at this time.

Recommended Motion: No formal action is needed until 2/26/25.

Attachments:

Enterprise Funds Narrative
FY26 GF/Enterprise/Capital budgets

FY26 City of Essex Junction

Updated Preliminary Enterprise and EJRP Programs Fund Budgets and Rates (for Feb 12, 2025 Council meeting)

The Water, Wastewater, Sanitation, and Stormwater fund budgets and rates are in the early stages of being compiled and calculated. **These preliminary estimates will continue to change.** This data is being provided now to give the Council and community an idea of the preliminary overall impact on residents/taxpayers in FY26.

Since the January 22nd Council meeting, the following updates have been made to the Enterprise budgets:

Stormwater

1. The Stormwater budget notes have been updated to explain the presentation of historical budget and actual data. There have been no changes to the actual numbers.
2. See additional notes regarding the Enterprise Fund/Utility setup in the General Fund budget narrative.

Sanitation Capital Reserve

3. The updated project cost estimates for the Maple/River/West St Pump Station retrofits, inflation projections, bond interest estimate, and Town share allocations were not available in time for the preparation of this packet therefore the Sanitation Capital Reserve projection included in this packet does not reflect the updated debt cost or Town share of the debt. Staff is working to update this data and will strive to have information in advance of the Council meeting on 2/12.

Since the January 8th Council meeting, the following updates have been made to the Enterprise budgets:

Water – net increase of \$25,989

1. Added R&M Building line to Water budget with \$1,000 per Ricky
2. Updated PW pay rates (increase of \$23,459 combined pay/benefits)
3. Updated enterprise admin fee for insurance increases (increase of \$1,010)
4. Updated insurance costs based on VLCT actual bills (increase of \$520)

Wastewater – net increase of \$28,429

1. Updated PW pay rates (increase of \$802 combined pay/benefits)
2. Increased capital transfer \$20,000 per Tri-Town request
3. Increased grit disposal \$3,000 for Casella price increase
4. Updated enterprise admin fee for insurance increases (increase of \$505)
5. Updated insurance costs based on VLCT actual bills (decrease of \$4,122)

Sanitation – net increase of \$21,535

1. Updated PW pay rates (increase of \$19,597 combined pay/benefits)
2. Updated enterprise admin fee for insurance increases (increase of \$1,010)
3. Updated insurance costs based on VLCT actual bills (decrease of \$928)

Stormwater – net increase of \$4,394

1. Updated insurance costs based on VLCT actual bills (increase of \$4,394)

EJRP Programs – net increase of \$28,725

1. Updated insurance costs based on VLCT actual bills (increase of \$28,725)

The utility rates combined result in a 14.7% increase which calculates to an increase of \$99.86 per year on an average bill (based on 120 gallons/day usage).

Utility Charges Comparison					
<i>Residential Property using 120 gallons/Day</i>					
	FY22	FY23	FY24	FY25	FY26
Total All Utility Rates, annual	\$ 559.80	\$ 585.91	\$ 656.62	\$678.34	\$778.20
\$ Change	\$ 15.67	\$ 26.11	\$ 70.71	\$ 21.72	\$ 99.86
% Change	2.88%	4.66%	12.07%	3.31%	14.72%

Enterprise Funds Administrative Fees Calculation (for reference)

The Administrative Fees are estimated to increase 4.5% over the prior year. The calculation attributes 25% of Admin and Clerk personnel costs, 50% of Finance and Legislative personnel costs, 25% of IT managed services and subscriptions costs, and 50% of 2 Lincoln building overhead costs. Staff continues to evaluate and refine the calculation of administrative fees to accurately reflect current operations and related costs.

Water Fund

Preliminary Rate Change:

Customer using 120 gallons/Day	FY25	FY26	Increase/ (Decrease)	% Change
Water				
Fixed Charge	142.13	153.84	11.71	8.24%
Usage (120 Gal/day, 5840 c.f./yr)	160.60	178.70	18.10	11.27%
Total	302.73	332.54	29.81	9.85%

The Water operating increase is 8.9% or \$160,107 with a 9.9% increase in user fees. This is primarily a result of the planned increase in the capital transfer, and increased personnel costs as we have updated various position allocations among the Streets/Water/Sanitation budgets to more accurately reflect where time is actually spent. A 3% increase in the cost of water purchased has been estimated. We have received information from CWD on their increase; this will be incorporated into a future update after February utility bills are produced.

Wastewater Fund

Preliminary Rate Change:

Customer using 120 gallons/Day	FY25	FY26	Increase/ (Decrease)	% Change
WWTF				
Fixed Charge	128.26	149.44	21.18	16.51%
Usage (120 Gal/day, 5840 c.f./yr)	78.45	96.86	18.40	23.46%
Total	206.72	246.30	39.58	19.15%

The Wastewater Fund is proposed at a 6.2% or \$185,477 increase with a 19.2% increase in user fees. This is primarily a result of increased flow through the wastewater treatment facility which increases biosolid land application and chemical costs. The annual transfer to capital has increased by \$20,000 as planned.

Sanitation Fund

Preliminary Rate Change:

Customer using 120 gallons/Day	FY25	FY26	Increase/ (Decrease)	% Change
Sanitation				
Fixed Charge	122.17	142.12	19.95	16.33%
Usage (120 Gal/day, 5840 c.f./yr)	46.72	57.23	10.51	22.50%
Total	168.89	199.35	30.46	18.04%

The Sanitation fund is proposed at an 20.8% increase or \$158,128 with an 18.0% increase in user fees. This is primarily a result of the planned increase in the transfer to capital of \$50,000, an increase in repairs and maintenance of the pump stations and sanitation lines throughout the City, and increased personnel costs as we have updated various position allocations among the Streets/Water/Sanitation budgets to more accurately reflect where time is actually spent.

Stormwater Fund

The Stormwater fund is proposed at a 26.9% increase or \$94,841. This will be the first full year of the Stormwater utility, and the preliminary estimate based on the first draft budget would equate to a fee of \$84.75 per ERU, per year (this rate is in the process of being recalculated with our consultant and will be available in a future budget update). If this budget were to be included in the General Fund rather than a separately budgeted and billed utility, this would result in an increase of \$110/year in property taxes on a \$280,000 property. Tax exempt properties would not contribute to stormwater management if the budget were included in the General Fund and supported by property tax revenue.

Enterprise Funds Capital

Several of the capital projects identified in the enterprise funds are directly tied to larger General Fund capital projects that have been ranked by the Capital Committee. The Water, Sanitation, and Wastewater Capital Funds all have sufficient funding and balances to complete all projects identified at this time. The Sanitation Capital Reserve incorporates much needed upgrades for River St, Maple St, and West St pump stations. The West St pump station cost will be covered 50% by the Town of Essex. The Stormwater Capital Fund is not sufficiently funded to support all necessary capital projects. Staff will continue to prioritize projects and determine affordable and appropriate transfers to support capital as well as other funding opportunities.

EJRP Programs Fund Administrative Fees Calculation (for reference)

This is the second year that an Admin Fee has been calculated and budgeted for the EJRP Programs Fund. The Admin Fees are estimated to increase 19.6% or \$8,727 over the prior year. The calculation attributes a certain percentage of Admin, Finance and Clerk personnel costs, HR and Finance software costs, as well as a portion of IT managed services and subscriptions costs. Staff continues to evaluate and refine the calculation of administrative fees to accurately reflect current operations and related costs.

EJRP Programs Fund

The EJRP Program Fund budget represents the anticipated revenues and expenses associated with the programs and events EJRP is planning to operate in the coming year. There are 20.5 full-time employees in the Program Fund. More than 75% of all EJRP-related spending is in the Program Fund (Admin, Parks, Pool, Programs, After School, Preschool, Summer Day Camps), with the other 25% in the General Fund (Admin, Parks, Park Street School Building, Maple Street Park Building, Capital). The Program Fund is budgeted to net negative money in FY26. There is currently a healthy fund balance. Last year the Program Fund took on an Admin Fee, like other City enterprise funds, which is approximately \$53,000 for FY26. Also, starting last year, the Program Fund took on the cleaning of Park Street School which amounts to \$32,500 annually. This year, in addition to the Admin Fee and Park Street School cleaning, 25% of the salary and benefits for two administrative positions has been shifted into the Program Fund.

Senior Center Fund

As in FY25, the City plans to run all senior programming through the General Fund again in FY26. The balance of the Senior Center Fund will remain separated from all other City funds; that balance is currently \$16,524. The intention is to see what the future needs of the senior center and space are after the renovations of 2 Lincoln and determine what these funds may be used for going forward.

**City of Essex Junction
Financial Fact Sheet**

Summary of Fund Balances

Governmental Funds:

FY24 Ending Balance

General Fund 210	3,953,352
<i>Nonspendable</i>	136,402
<i>Restricted</i>	-
<i>Assigned</i>	2,955,465
<i>Unassigned</i>	861,485
Economic Development Fund 220	869,061
Local Option Tax Funds 224	1,058,181
Capital Reserve Fund 230	794,701
Rolling Stock Fund 231	948,424

*the majority of this balance is assigned to the 2 Lincoln renovation project already (see budget for detail)

Building Maintenance Fund 232	778,933
EJRP Capital Reserve Fund 233	57,081
Senior Center Fund 258	16,524

Enterprise Funds:

Water 254	3,261,146
<i>Nonspendable</i>	1,300,328
<i>Assigned</i>	-
<i>Capital</i>	889,485
<i>Unassigned</i>	1,071,333
Wastewater 255	5,633,881
<i>Nonspendable</i>	2,722,526
<i>Assigned</i>	727,777
<i>Capital</i>	2,213,133
<i>Unassigned</i>	(29,555)
Sanitation 256	4,364,684
<i>Nonspendable</i>	2,270,987
<i>Assigned</i>	1,275,285
<i>Capital</i>	220,167
<i>Unassigned</i>	598,245

Unassigned Fund Balance %

7.2% *the City has a fund balance policy limiting unassigned fund balance to 15% of current budget, GOFA best practice is to "maintain unrestricted budgetary fund balance in the general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures"

Debt Summary

Debt Obligation

Purpose

Terms

FY24 Ending Balance

General Fund Debt:

VMBB Bond 2014-3&4	infrastructure projects	3.403% interest, final payment December 2035	1,486,485
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Enterprise Fund Debt:

State Revolving Loan Fund AR1-004	sanitation and wastewater improvements	2% admin fee, final payment October 2030	112,199
State Revolving Loan Fund RF1-157	HS pump station upgrade	2% admin fee, final payment May 2034	602,907
VMBB Bond 2014-3&4	water improvements	3.403% interest, final payment November 2034	328,515
State Revolving Loan Fund RF1-148	wastewater improvements	2% admin fee, final payment July 2035	8,359,285
VMBB Bond 2010-5	Bradford RZEDB wastewater improvements	3.345% interest, final payment December 2040	935,000
VMBB Bond 2022-2	Main St waterline replacement	3.899% interest, final payment November 2052	2,967,657
State Revolving Loan Fund RF3-511-1.0	lead service line inventory	due in full July 2032	430,000

FY26 General Fund Summary

	2023		2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change	% Change
	Budget	2023 Actual						
Revenues								
Property Taxes	3,890,397	3,838,114	10,420,986	10,433,476	11,110,346	11,392,382	282,036	3%
General	753,961	742,708	3,456,044	3,507,965	632,664	721,705	89,041	14%
Administration	50,000	50,000	-	-	-	-	-	n/a
Clerk	-	78,159	105,008	76,404	71,464	78,035	6,571	9%
Information Technology	-	-	14,000	114,000	-	-	-	n/a
Community Development	39,000	43,529	79,158	76,720	47,000	75,000	28,000	60%
Economic Development	-	3,750	4,000	-	-	-	-	n/a
Fire	20	-	10	10	-	-	-	n/a
Streets	1,469,044	1,467,739	153,500	168,729	132,500	127,500	(5,000)	-4%
Stormwater	78,018	78,018	-	-	-	-	-	n/a
Brownell Library	15,500	15,888	500	21,948	650	900	250	38%
Recreation	12,000	11,074	12,479	9,267	11,000	10,170	(830)	-8%
Buildings	2,075	1,822	-	-	-	-	-	n/a
Total Revenues	6,310,015	6,330,802	14,245,685	14,408,518	12,005,624	12,405,692	400,068	3%
Expenditures								
Administration	722,102	650,577	611,570	627,915	688,830	735,309	46,479	7%
Legislative	-	-	83,333	48,646	102,244	99,150	(3,093)	-3%
Clerk	-	-	306,750	262,588	256,470	268,921	12,451	5%
Finance	334,415	397,127	504,300	482,589	589,118	621,777	32,660	6%
Information Technology	-	-	153,650	259,205	228,611	211,551	(17,060)	-7%
Assessing	-	-	77,810	79,310	89,568	96,075	6,507	7%
Community Development	267,977	266,785	482,813	320,506	396,078	425,610	29,533	7%
Economic Development	49,250	23,363	40,000	6,005	-	-	-	n/a
Fire	482,738	480,139	545,484	537,675	530,292	543,037	12,745	2%
Health and Human Services	-	-	2,977,293	2,973,733	3,057,361	3,235,493	178,132	6%
County/Regional Functions	-	-	346,883	316,733	354,376	432,352	77,976	22%
Streets	1,465,044	1,553,853	1,566,556	1,572,099	1,552,923	1,583,502	30,579	2%
Stormwater	90,018	26,691	167,484	163,921	230,850	-	(230,850)	-100%
Brownell Library	871,455	837,311	964,134	915,181	1,016,569	1,047,704	31,135	3%
Recreation	847,138	935,806	1,100,479	1,065,014	1,131,553	1,135,776	4,223	0%
Buildings	285,200	304,962	3,215,263	375,786	350,655	362,720	12,065	3%
Debt	195,550	195,624	402,528	394,916	392,053	375,943	(16,110)	-4%
Transfers and Misc.	699,128	724,079	699,356	3,456,126	1,036,574	1,230,770	194,196	19%
Total Expenditures	6,310,015	6,396,316	14,245,685	13,857,948	12,004,124	12,405,692	401,568	3%

Costing Center

210-00-00 - General Revenue

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
010.000-Property Taxes	3,890,397	3,838,114	10,420,986	10,433,476	11,110,346	11,392,382	282,036
020.001-PILOT - Tax Agreements	6,700	6,746	17,600	17,600	8,800	17,600	8,800
020.022-Rents and Royalties	2,400	-	1	-	-	-	-
020.054-Admin Fee - Water	125,960	125,960	184,005	184,005	190,891	199,500	8,609
020.055-Admin Fee - WWTF	62,980	62,980	92,003	92,003	95,446	99,750	4,304
020.056-Admin Fee - Sanitation	125,960	125,960	184,005	184,005	190,891	199,500	8,609
020.057-Admin Fee - EJRP Progs	-	-	-	-	45,000	53,155	8,155
042.001-PILOT Revenue	4,500	7,387	17,000	14,309	8,000	14,000	6,000
042.002-Railroad Taxes	-	-	4,700	2,657	4,700	2,500	(2,200)
042.004-State Act 60 Revenue	-	-	3,436	32,861	3,436	32,800	29,364
042-005-State Act 68 Revenue	-	-	38,988	37,724	39,000	38,000	(1,000)
060.000-Interest Income	3,000	2,608	2,500	27,883	2,500	10,000	7,500
080.001-State District Court Fines	2,000	5,479	2,000	7,998	4,500	5,000	500
NEW Cannabis Control	-	-	-	-	-	400	400
085.000-Penalties	-	(4,157)	70,367	58,033	30,000	40,000	10,000
086.000-Interest	-	(2,668)	13,426	13,382	8,000	8,000	-
ARPA Revenue	375,000	382,335	2,824,514	2,824,514	-	-	-
098.000-Miscellaneous Revenue	2,000	6,865	1,500	10,991	1,500	1,500	-
099.000-Use of Fund Balance/Reserves	43,461	-	-	-	-	-	-
Total Revenues	4,644,358	4,557,609	13,877,030	13,941,441	11,743,010	12,114,087	371,077
Net General Fund	4,644,358	4,557,609	13,877,030	13,941,441	11,743,010	12,114,087	371,077

Notes:

1. Act 60 revenue is the education funding amount from the State for billing/managing education property tax revenue for the schools.

Costing Center

210-10-10 - Administration

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
090.000-Transfer between Town/Village	50,000	50,000	-	-	-	-	-
Total Revenues	50,000	50,000	-	-	-	-	-
Expenditure							
110.000-Regular Salaries	388,554	371,151	338,567	333,159	356,253	362,725	6,472
120.000-Part Time Salaries	-	1,302	-	-	-	-	-
130.000-Overtime	-	-	-	-	-	-	-
150.000-Shared Employee Expense	-	-	-	-	-	-	-
190.000-Board member payments	25,000	7,700	-	-	-	-	-
210.000-Group Insurance	112,564	79,825	98,127	113,257	115,354	136,610	21,257
220.000-Social Security	30,211	35,779	26,085	25,473	27,438	27,952	514
225.000-Act 76 Childcare Tax	-	-	-	50	1,184	1,206	22
230.000-Retirement	35,060	31,741	28,897	28,207	31,295	32,789	1,495
290.000-Other Employee Benefits	1,350	-	-	-	5,978	6,178	200
320.000-Legal Services	40,000	25,002	40,000	34,500	45,000	35,500	(9,500)
330.000-Professional Services	6,000	5,826	6,025	29,896	8,031	51,507	43,476
340.000-Technical Services	4,100	7,696	9,552	13,051	-	-	-
442.000-Rental of Vehicles or Equipment	4,250	3,273	4,250	5,388	6,717	5,784	(933)
500.000-Training, Conferences, Dues	1,750	4,977	4,247	3,102	10,982	8,174	(2,808)
505.000-Technology Subscription, Licenses	9,520	3,477	10,875	9,281	15,851	16,471	620
530.000-Communications	23,123	38,460	3,300	3,637	3,408	3,348	(60)
540.000-Advertising	500	224	15,075	8,725	29,530	20,475	(9,055)
550.000-Printing and Binding	3,000	1,997	5,570	5,364	8,000	5,000	(3,000)
560.000-Postage	1,200	2,730	2,000	8,325	9,310	9,590	280
570.000-Other Purchased Services	7,500	-	1,000	-	-	-	-
580.000-Travel	300	312	6,000	1,205	2,000	2,000	-
610.000-General Supplies	5,000	7,384	5,000	2,188	5,000	3,000	(2,000)
735.000-Tech: Equip/Hardware	-	1,984	-	-	-	-	-
755.000-Furniture and Fixtures	-	-	1,000	-	1,000	1,000	-
810.113-Council Expenditures	5,500	2,961	-	-	-	-	-
820.000-Election Expenses	15,020	8,544	-	-	-	-	-

Costing Center**210-10-10 - Administration**

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
845.000-Employee/Volunteer Recognition	2,600	897	6,000	3,108	6,000	6,000	-
850.000 Community Events and Celebrations	-	7,335	-	-	500	-	(500)
900.000-Transfer between Town/Village	-	-	-	-	-	-	-
Total Expenditure	722,102	650,577	611,570	627,915	688,830	735,309	46,479
Net General Fund	(672,102)	(600,577)	(611,570)	(627,915)	(688,830)	(735,309)	(46,479)

Notes:

1. FY24 actual: \$22,500 covered by assigned fund balance for salary study (therefore FY24 Admin budget is actually ~\$6k under budget)
2. Includes \$15,000 for Association Contract required salary study.
3. Does NOT include one placeholder outreach mailing is NOT included (` \$2,000)

Costing Center

210-11-10 - Legislative

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Expenditure							
190.000-Board member payments	-	-	16,500	1,000	13,800	11,800	(2,000)
190.001-City Council payments	-	-	12,500	12,500	12,500	12,500	-
220.000-Social Security	-	-	956	956	956	956	-
225.000-Act 76 Childcare Tax	-	-	-	-	41	41	-
320.000-Legal Services	-	-	-	-	-	3,600	3,600
330.000-Professional Services	-	-	32,114	16,794	33,608	28,739	(4,869)
500.000-Training, Conferences, Dues	-	-	17,563	15,648	17,563	18,364	801
540.000-Advertising	-	-	1,200	284	1,200	900	(300)
580.000-Travel	-	-	500	-	500	250	(250)
610.000-General Supplies	-	-	2,000	1,463	2,075	2,000	(75)
831.000-Special or New Programs	-	-	-	-	20,000	20,000	-
Total Expenditure	-	-	83,333	48,646	102,244	99,150	(3,093)
Net General Fund	-	-	(83,333)	(48,646)	(102,244)	(99,150)	3,093

Notes:

1. Moved \$10,000 from special programs to professional services for Governance Committee consulting services.
2. Increased hours per meeting for recording secretaries (4 to 6); but reduced the number of meetings to a more realistic number.
3. Added legal for Governance Committee charter changes legal review.

Costing Center

210-12-10 - Clerk

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
020.003-Use of Vault	-	12	-	27	50	25	(25)
020.004-Recording Fees	-	53,320	86,000	47,589	55,000	55,000	-
020.010-Printing and Duplication Services	-	17	5,590	288	4,000	1,000	(3,000)
020.011-Online Land Records	-	-	-	70	-	150	
020.013-Sales of Certified Copy	-	10	7,200	720	6,000	1,000	(5,000)
020.023-Records Preservation	-	19,754	-	17,248	-	15,000	15,000
030.001-Liquor Licenses	-	2,355	2,875	2,250	2,875	2,500	(375)
030.002-Hunting and Fishing	-	-	-	-	10	10	-
030.003-Marriage Licenses	-	10	624	240	630	250	(380)
030.004-Animal Licenses	-	2,671	2,500	3,150	2,700	3,000	300
030.005-Green Mountain Passport	-	10	120	116	100	100	-
030.006-DMV Registrations	-	-	99	6	99	-	(99)
098.000-Misc Revenue	-	-	-	4,700	-	-	-
Total Revenues	-	78,159	105,008	76,404	71,464	78,035	6,571
Expenditure							
110.000-Regular Salaries	-	-	162,764	164,685	157,132	151,619	(5,513)
120.000-Part Time Salaries	-	-	2,785	3,151	7,426	10,024	2,598
130.000-Overtime	-	-	434	235	453	470	17
210.000-Group Insurance	-	-	51,149	21,912	30,302	37,371	7,069
220.000-Social Security	-	-	12,790	12,794	12,919	12,682	(236)
225.000-Act 76 Childcare Tax	-	-	-	26	557	547	(10)
230.000-Retirement	-	-	15,627	15,673	15,396	15,172	(224)
290.000-Other Employee Benefits	-	-	-	-	700	800	100
330.000-Professional Services	-	-	-	-	192	486	294
430.000-R&M Vehicles and Equipment	-	-	50	-	50	50	-
442.000-Rental of Vehicles or Equipment	-	-	2,664	-	-	-	-
500.000-Training, Conferences, Dues	-	-	3,000	2,198	3,000	2,000	(1,000)
505.000-Technology Subscriptions, Licenses	-	-	15,000	3,154	4,200	4,300	100
550.000-Printing and Binding	-	-	1,000	817	1,500	1,500	-

Costing Center**210-12-10 - Clerk**

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
560.000-Postage	-	-	500	377	500	400	(100)
570.023-Records Preservation	-	-	-	16,432	-	15,000	15,000
580.000-Travel	-	-	1,738	1,367	500	500	-
610.000-General Supplies	-	-	5,250	1,829	3,776	2,000	(1,776)
735.000-Technology: Hardware, Software, Equipment	-	-	-	-	2,000	-	(2,000)
820.000-Election Expenses	-	-	32,000	17,939	15,867	14,000	(1,867)
Total Expenditure	-	-	306,750	262,588	256,470	268,921	12,451
<i>Net General Fund</i>	-	<i>78,159</i>	<i>(201,742)</i>	<i>(186,184)</i>	<i>(185,006)</i>	<i>(190,886)</i>	<i>(5,880)</i>

Notes:

1. Vault shelving is covered by Records Preservation funds; but needs to be shown as an expense. Without this \$15,000 expense, this budget is -1%.
2. No Federal or State elections in FY26.

Costing Center

210-13-10 - Finance

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Expenditure							
110.000-Regular Salaries	147,910	193,470	225,124	228,034	287,174	292,962	5,788
130.000-Overtime	2,667	-	-	-	-	-	-
190.000-Board Member Payments	-	-	750	400	1,400	1,400	-
210.000-Group Insurance	30,146	49,773	53,585	36,244	57,813	59,140	1,328
220.000-Social Security	11,921	9,053	17,730	18,750	23,190	25,436	2,246
225.000-Act 76 Childcare Tax	-	-	-	30	1,000	1,097	97
230.000-Retirement	14,791	16,915	20,688	20,675	27,366	30,634	3,268
250.000-Unemployment Insurance	3,300	5,686	3,209	2,205	3,834	4,608	774
260.000-Workers Comp insurance	18,500	10,108	21,182	9,124	21,182	39,043	17,861
290.000-Other Employee Benefits	700	-	-	-	1,400	1,600	200
330.000-Professional Services	5,000	2,408	15,250	15,327	14,310	14,388	78
335.000-Audit	9,500	7,875	12,612	11,400	14,453	18,412	3,959
442.000-Rental of Vehicles or Equipment	-	-	2,000	-	-	-	-
500.000-Training, Conferences, Dues	500	687	1,500	380	1,758	1,758	-
505.000-Technology Subscription, Licenses	12,500	16,036	28,640	26,476	21,999	22,754	755
520.000-Insurance	76,680	84,101	93,600	107,517	103,615	99,922	(3,693)
550.000-Printing and Binding	-	-	2,780	2,997	3,883	3,883	(0)
560.000-Postage	-	-	3,400	1,721	2,800	2,800	-
570.000-Other Purchased Services	-	275	-	-	-	-	-
580.000-Travel	100	83	1,100	189	1,140	1,140	-
610.000-General Supplies	200	657	1,150	403	800	800	-
735.000-Tech: Equip/Hardware	-	-	-	719	-	-	-
Total Expenditure	334,415	397,127	504,300	482,589	589,118	621,777	32,660
Net General Fund	(334,415)	(397,127)	(504,300)	(482,589)	(589,118)	(621,777)	(32,660)

Notes:

Costing Center

210-14-10 - Information Technology

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
Contribution from WWTF	-	-	14,000	114,000	-	-	-
Total Revenues	-	-	14,000	114,000	-	-	-
Expenditure							
330.000-Professional Services	-	-	100,000	169,301	118,981	140,016	21,035
432.000-R&M Technology	-	-	5,000	-	5,000	5,000	-
505.000-Technology Subscription, Licenses	-	-	25,000	56,657	63,026	41,785	(21,241)
735.000-Technology: Hardware, Software, Equipment	-	-	23,650	33,248	41,604	24,750	(16,854)
Total Expenditure	-	-	153,650	259,205	228,611	211,551	(17,060)
<i>Net General Fund</i>	-	-	<i>(139,650)</i>	<i>(145,205)</i>	<i>(228,611)</i>	<i>(211,551)</i>	<i>17,060</i>

Notes:

1. Technology Subscriptions/Licenses reduced as the enhanced security bundle is now included in the manage services amount in the Professional Services line.
2. Hardware/Software/Equipment reduced to reflect scheduled device replacements. FY25 included the cost of an OWL for 2 Lincoln as well.

Costing Center**210-15-10 - Assessing**

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Expenditure							
330.000-Professional Services	-	-	-	-	89,068	94,575	5,507
505.000-Technology Subscription, Licenses	-	-	-	1,500	500	1,500	1,000
900.000-Transfer between Town/City	-	-	77,810	77,810	-	-	-
Total Expenditure	-	-	77,810	79,310	89,568	96,075	6,507
<i>Net General Fund</i>	-	-	(77,810)	(79,310)	(89,568)	(96,075)	(6,507)

Notes:

1. Status quo for shared service agreement in FY26.

Costing Center	110-15-10 - Assessing							Proposed		\$ Change	% Change
	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget			
Revenues											
090.000 Transfer between Town/City	-	-	-	-	77,810	81,167	89,068	94,575	5,507	6.2%	
Total Revenues	-	-	-	-	77,810	81,167	89,068	94,575	5,507	6.2%	
Expenditure											
110.000-Regular Salaries	80,507	82,658	85,934	85,865	88,972	96,764	101,836	107,757	5,921	5.8%	
120.000-Part Time Salaries	35,353	36,973	37,297	38,350	39,067	41,587	41,125	43,387	2,262	5.5%	
210.000-Group Insurance	22,900	22,345	23,360	25,266	26,449	26,587	31,559	33,469	1,910	6.1%	
220.000-Social Security	8,973	9,039	9,534	9,379	9,909	10,427	11,693	12,354	661	5.7%	
230.000-Retirement	11,729	9,673	10,282	10,355	11,011	11,864	12,584	13,654	1,070	8.5%	
290.000-Other Employee Benefits	300	-	300	-	300	-	330	330	-	0.0%	
330.000-Professional Services	-	-	300	110	-	-	-	-	-	n/a	
430.000-R&M Vehicles and Equipment	500	-	-	-	-	-	-	-	-	n/a	
500.000-Training, Conferences, Dues	1,010	720	1,115	2,036	1,030	1,013	1,064	1,095	31	2.9%	
505.000-Technology Subscription, Licenses	10,000	3,502	3,515	2,838	3,815	5,894	6,500	7,500	1,000	15.4%	
540.000-Advertising	150	-	-	-	-	-	-	-	-	n/a	
580.000-Travel	100	-	100	190	300	35	300	300	-	0.0%	
610.000-General Supplies	150	64	150	138	100	18	150	100	(50)	-33.3%	
920.000-Transfer between funds (capital)	3,000	3,000	-	-	-	-	-	-	-	n/a	
Total Expenditure	174,672	167,973	171,887	174,527	180,953	194,189	207,141	219,946	12,805	6.2%	
<i>Net Town General Fund</i>	<i>(174,672)</i>	<i>(167,973)</i>	<i>(171,887)</i>	<i>(174,527)</i>	<i>(103,143)</i>	<i>(113,022)</i>	<i>(118,073)</i>	<i>(125,371)</i>	<i>(7,298)</i>	<i>6.2%</i>	

Costing Center

210-16-10 - Community Development

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
030.008-License and Zoning Fees	39,000	38,685	39,000	76,720	47,000	75,000	28,000
090.000-Transfer between Town/Village	-	4,844	-	-	-	-	-
091.000-Transfer btwn Funds	-	-	40,158	-	-	-	-
Total Revenues	39,000	43,529	79,158	76,720	47,000	75,000	28,000
Expenditure							
110.000-Regular Salaries	169,546	183,856	256,708	202,758	223,763	225,773	2,011
130.000-Overtime	-	1,053	-	38	-	-	-
190.000-Board member payments	7,200	6,000	15,600	7,300	14,400	9,600	(4,800)
210.000-Group Insurance	24,518	14,945	89,186	23,412	33,625	59,616	25,991
220.000-Social Security	13,758	14,790	20,281	16,488	18,142	18,624	482
225.000-Act 76 Childcare Tax	-	-	-	30	783	803	21
230.000-Retirement	16,955	14,623	23,328	17,981	21,347	19,374	(1,973)
290.000-Other Employee Benefits	700	-	-	-	1,050	1,200	150
320.000-Legal Services	6,000	6,576	6,000	22,451	16,978	17,000	22
330.000-Professional Services	7,000	13,198	40,760	17,233	25,780	23,560	(2,220)
340.000-Technical Services	-	30	-	-	-	-	-
500.000-Training, Conferences, Dues	3,000	1,521	4,700	1,831	5,890	4,630	(1,260)
505.000-Technology Subscription, Licenses	-	-	360	-	600	600	-
530.000-Communications	1,300	74	5,660	502	1,320	1,080	(240)
540.000-Advertising	-	63	1,350	687	3,650	2,600	(1,050)
550.000-Printing and Binding	3,000	82	1,000	2,685	1,000	3,000	2,000
560.000-Postage	100	1	280	165	350	2,350	2,000
580.000-Travel	3,900	1,336	6,600	2,840	8,400	5,800	(2,600)
610.000-General Supplies	1,000	206	1,000	53	3,000	3,000	-
810.111-Bike/Walk Committee	10,000	8,431	10,000	4,052	10,000	10,000	-
899.000-Matching Grant Funds	-	-	-	-	6,000	17,000	11,000
Total Expenditure	267,977	266,785	482,813	320,506	396,078	425,610	29,533
Net General Fund	(228,977)	(223,256)	(403,655)	(243,786)	(349,078)	(350,610)	(1,533)

Notes:

1. \$2,000 increase to postage for public engagement.

2. Matching Grant Funds - \$7,000 for pedestrian crossing study/design, \$10,000 for Comprehensive Plan update municipal planning grant.

Costing Center

210-17-10 - Economic Development

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
050.000-Event Donations	-	3,750	4,000	-	-	-	-
Total Revenues	-	3,750	4,000	-	-	-	-
Expenditure							
800.000-Appropriations to other agencies	9,250	7,804	-	-	-	-	-
831.000-Special or New Programs	2,500	-	5,000	4,328	-	-	-
850.000-Community Events and Celebrations	17,500	15,559	15,000	1,676	-	-	-
899.000-Matching Grant Funds	20,000	-	20,000	-	-	-	-
Total Expenditure	49,250	23,363	40,000	6,005	-	-	-
Net General Fund	(49,250)	(19,613)	(36,000)	(6,005)	-	-	-

Notes:

1. Mimic changes made in FY25, until a more robust economic development plan is put in place.

Costing Center**210-18-10 - Health and Human Services**

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Expenditure							
500.000-Training, Conferences, Dues	-	-	2,000	-	-	-	-
530.000-Communications	-	-	1,560	-	-	-	-
800.106-Essex Rescue	-	-	190,620	190,620	196,338	207,140	10,802
800.107-Essex Jct. Cemetery Association	-	-	20,000	20,000	20,000	20,000	-
800.10X-Essex Police Dept.	-	-	2,763,113	2,763,113	2,841,023	3,008,353	167,330
Total Expenditure	-	-	2,977,293	2,973,733	3,057,361	3,235,493	178,132
<i>Net General Fund</i>	-	-	<i>(2,977,293)</i>	<i>(2,973,733)</i>	<i>(3,057,361)</i>	<i>(3,235,493)</i>	<i>(178,132)</i>

Notes:

1. Police budget now includes the building budget; which was not included in FY25.
2. FY26 potential last year of EJ Cemetery Association.

Costing Center	110-20-10 - Police, Operating								Proposed 2026 Budget	\$ Change	% Change
	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget			
Revenues											
020.018-Special Police Services	60,000	35,258	40,000	38,579	40,000	20,220	40,000	40,000	-	0.0%	
020.019-VIN Verifications	200	185	200	145	200	1,150	200	200	-	0.0%	
040.800-OJP - Ballistic Vest Grant	-	2,983	-	2,796	-	1,398	-	2,000	2,000	n/a	
041.000-State and Other Grant Rev	-	-	-	3,280	-	7,116	-	-	-	n/a	
090.000 Transfer Between Town/City	-	-	-	-	402,992	372,598	427,710	458,486	30,776	7.2%	
098.000 Miscellaneous Revenue	-	-	-	40,947	-	-	8,186	-	(8,186)	-100.0%	
SUMMARY Transfer Between Town/City (personnel)	-	-	-	-	2,300,534	2,318,932	2,391,007	2,478,017	87,010	3.6%	
099.000-Use of Fund Balance	2,000	2,000	70,000	70,000	-	-	-	-	-	n/a	
Total Revenues	62,200	40,426	110,200	155,748	2,743,726	2,721,413	2,867,103	2,978,703	111,600	3.9%	
Expenditure											
SUMMARY-Regular Salaries	2,558,575	2,280,823	2,693,444	2,517,795	3,107,594	3,070,242	3,223,600	3,268,680	45,080	1.4%	
SUMMARY-Part Time Salaries	134,586	145,088	133,144	195,720	123,064	174,325	191,494	192,132	638	0.3%	
SUMMARY-Overtime	290,679	235,047	300,135	300,534	292,353	307,796	293,904	294,158	254	0.1%	
SUMMARY-Group Insurance	763,355	550,308	769,007	621,592	837,570	624,674	718,909	832,937	114,028	15.9%	
SUMMARY-Social Security	237,339	200,829	242,369	228,842	272,847	271,125	303,592	309,252	5,660	1.9%	
SUMMARY-Retirement	285,925	251,645	304,798	290,529	349,228	353,919	378,491	392,944	14,453	3.8%	
SUMMARY-Other Employee Benefits	11,400	9,892	11,400	2,700	11,400	8,946	11,100	11,100	-	0.0%	
SUMMARY-Allowance for Vacancies	-	-	(191,857)	-	(363,351)	-	(308,282)	(313,242)	(4,960)	1.6%	
320.000 Legal Services	-	-	-	25,184	10,500	4,893	20,000	15,000	(5,000)	-25.0%	
330.000-Professional Services	55,000	60,100	65,096	49,309	68,912	59,385	73,293	112,859	39,566	54.0%	
430.000-R&M Vehicles and Equipment	43,000	69,766	24,000	33,540	28,000	34,071	34,000	36,500	2,500	7.4%	
432.000-R&M Technology	25,050	27,253	25,050	18,786	25,050	15,353	25,000	18,000	(7,000)	-28.0%	
442.000-Rental of Vehicles or Equipment	5,000	4,537	5,000	5,033	5,000	5,582	5,000	5,782	782	15.6%	
500.000-Training, Conferences, Dues	25,500	33,346	27,500	30,933	30,000	22,111	32,000	34,000	2,000	6.3%	
505.000-Technology Subscription, Licenses	46,680	-	46,680	29,881	46,680	40,468	46,680	57,862	11,182	24.0%	
510.000-Permits, Licenses, Registrations	175	-	175	-	-	-	-	-	-	n/a	
520.000-Insurance	-	-	231,452	255,490	318,932	185,454	256,907	215,092	(41,815)	-16.3%	
521.000-Insurance	-	-	-	1,000	-	-	-	-	-	n/a	
530.000-Communications	31,850	14,972	31,850	54,583	31,850	73,807	32,000	45,855	13,855	43.3%	
540.000-Advertising	600	720	600	325	750	25	600	600	-	0.0%	
550.000-Printing and Binding	2,500	386	2,000	1,062	1,000	536	1,000	1,000	-	0.0%	
580.000-Travel	6,500	3,492	6,500	6,931	6,500	10,267	7,500	9,500	2,000	26.7%	
610.000-General Supplies	13,200	7,687	13,200	11,284	10,000	10,116	10,000	10,000	-	0.0%	
611.000-Small Tools and Equipment	10,252	4,868	8,000	13,635	7,000	8,112	7,000	8,000	1,000	14.3%	
612.000-Uniforms	37,500	35,341	37,500	48,094	40,000	41,432	47,950	47,950	-	0.0%	
613.000-Program Supplies	2,000	3,347	3,000	3,015	3,500	4,746	3,500	4,500	1,000	28.6%	
626.000-Fuel	-	-	-	-	-	-	47,000	42,391	(4,609)	-9.8%	
735.000-Technology: Hardware, Software, Equipment	20,000	99,466	20,000	13,035	20,000	39,854	20,000	20,000	-	0.0%	
751.000-Vehicle Purchases	85,000	74,260	159,000	57,382	134,000	153,306	158,000	195,000	37,000	23.4%	
830.000-Regular Programs	5,000	4,707	5,000	2,229	5,000	1,721	5,000	7,000	2,000	40.0%	
895.000-State and Other Grant Expense	-	-	-	-	-	1,406	-	-	-	n/a	
910.000-Transfer between funds (non-capital)	16,200	16,200	26,200	26,200	26,200	13,100	36,200	46,200	10,000	27.6%	
920.000-Transfer between funds (capital)	10,000	10,000	15,000	15,000	15,000	15,000	15,000	15,000	-	0.0%	
970.901 Police Lease Principal	-	-	-	-	17,500	16,988	17,500	15,609	(1,891)	-10.8%	
975.901 Police Lease Interest	-	-	-	-	-	-	-	1,380	1,380	n/a	
Total Expenditure	4,722,866	4,144,079	5,015,243	4,859,643	5,482,079	5,568,760	5,713,938	5,953,041	239,103	4.2%	
Net Town General Fund	(4,660,666)	(4,103,653)	(4,905,043)	(4,703,895)	(2,738,353)	(2,847,347)	(2,846,835)	(2,974,338)	(127,503)	4.5%	

Costing Center	110-20-11 - Police, Administration							Proposed			
	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change	% Change	
Revenues											
090.000 Transfer beteen Town/City	-	-	-	-	353,818	412,154	425,223	431,949	6,726	1.6%	
Total Revenues	-	-	-	-	353,818	412,154	425,223	431,949	78,131	18.4%	
Expenditure											
110.000-Regular Salaries	352,899	295,122	422,659	382,197	484,817	526,295	500,893	518,379	17,486	3.5%	
120.000-Part Time Salaries	30,847	80,111	27,664	94,920	33,076	104,218	103,344	111,609	8,265	8.0%	
130.000-Overtime	-	344	5,182	1,975	1,121	821	3,125	3,281	156	5.0%	
210.000-Group Insurance	98,695	78,115	124,632	102,570	105,412	111,900	141,980	121,323	(20,657)	-14.5%	
220.000-Social Security	29,763	27,892	35,357	36,035	40,079	48,153	49,600	52,942	3,342	6.7%	
230.000-Retirement	39,406	31,815	46,123	41,648	46,192	59,234	55,479	60,426	4,947	8.9%	
290.000-Other Employee Benefits	1,200	600	1,500	300	1,500	830	1,500	1,500	-	0.0%	
Total Expenditure	552,810	513,999	663,117	659,645	712,197	851,452	855,921	869,460	13,539	1.6%	
<i>Net Town General Fund</i>	<i>(552,810)</i>	<i>(513,999)</i>	<i>(663,117)</i>	<i>(659,645)</i>	<i>(358,379)</i>	<i>(439,298)</i>	<i>(430,698)</i>	<i>(437,511)</i>	<i>64,592</i>	<i>-15.0%</i>	
Costing Center	110-20-12 - Police, Dispatch							Proposed			
	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change	% Change	
Revenues											
090.000 Transfer beteen Town/City	-	-	-	-	297,914	309,072	259,028	290,470	31,442	12.1%	
Total Revenues	-	-	-	-	297,914	309,072	259,028	290,470	31,442	12.1%	
Expenditure											
110.000-Regular Salaries	354,417	333,429	343,120	327,606	385,852	354,001	311,426	340,222	28,796	9.2%	
120.000-Part Time Salaries	50,231	11,119	50,704	52,112	25,907	28,827	20,776	22,023	1,247	6.0%	
130.000-Overtime	46,915	64,759	48,176	67,290	56,606	83,738	38,671	42,253	3,582	9.3%	
210.000-Group Insurance	99,396	102,125	91,945	113,427	122,194	105,710	89,528	110,995	21,467	24.0%	
220.000-Social Security	34,331	29,739	34,165	32,522	36,246	33,447	29,638	33,167	3,529	11.9%	
230.000-Retirement	34,575	31,959	34,868	35,318	37,995	35,700	30,154	34,825	4,671	15.5%	
290.000-Other Employee Benefits	1,500	1,700	1,500	600	1,500	1,500	1,200	1,200	-	0.0%	
199.000-Allowance for Vacancies	-	-	(36,269)	-	(66,634)	-	-	-	-	n/a	
Total Expenditure	621,365	574,830	568,209	628,875	599,666	642,923	521,393	584,685	63,292	12.1%	
<i>Net Town General Fund</i>	<i>(621,365)</i>	<i>(574,830)</i>	<i>(568,209)</i>	<i>(628,875)</i>	<i>(301,752)</i>	<i>(333,851)</i>	<i>(262,365)</i>	<i>(294,215)</i>	<i>(31,850)</i>	<i>12.1%</i>	

Costing Center		110-20-13 - Police, Investigations Div							Proposed		
	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change	% Change	
Revenues											
090.000 Transfer beteen Town/City	-	-	-	-	322,135	269,102	328,365	355,028	26,663	8.1%	
Total Revenues	-	-	-	-	322,135	269,102	328,365	355,028	26,663	8.1%	
Expenditure											
110.000-Regular Salaries	388,812	372,868	382,880	385,772	430,911	391,853	463,400	501,809	38,409	8.3%	
130.000-Overtime	29,327	19,840	30,354	18,330	31,831	14,658	25,569	28,185	2,616	10.2%	
210.000-Group Insurance	104,287	81,470	107,522	78,275	98,769	72,353	77,463	79,033	1,570	2.0%	
220.000-Social Security	31,075	30,525	32,046	31,017	35,816	31,953	39,751	43,882	4,131	10.4%	
230.000-Retirement	37,061	38,496	39,248	41,908	49,591	45,134	53,275	60,225	6,950	13.0%	
290.000-Other Employee Benefits	1,500	1,744	1,500	1,500	1,500	1,200	1,500	1,500	-	0.0%	
Total Expenditure	592,062	544,944	593,550	556,802	648,418	557,151	660,958	714,634	53,676	8.1%	
<i>Net Town General Fund</i>	<i>(592,062)</i>	<i>(544,944)</i>	<i>(593,550)</i>	<i>(556,802)</i>	<i>(326,283)</i>	<i>(288,049)</i>	<i>(332,593)</i>	<i>(359,606)</i>	<i>(27,013)</i>	<i>8.1%</i>	
Costing Center											
110-20-14 - Police, Patrol											
	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change	% Change	
Revenues											
090.000 Transfer beteen Town/City	-	-	-	-	1,326,667	1,328,603	1,378,391	1,400,570	22,179	1.6%	
Total Revenues	-	-	-	-	1,326,667	1,328,603	1,378,391	1,400,570	22,179	1.6%	
Expenditure											
110.000-Regular Salaries	1,462,447	1,279,404	1,544,785	1,422,220	1,806,014	1,798,093	1,947,881	1,908,270	(39,611)	-2.0%	
120.000-Part Time Salaries	53,508	53,858	54,776	48,688	64,081	41,280	67,374	58,500	(8,874)	-13.2%	
130.000-Overtime	214,437	150,105	216,423	212,939	202,795	208,578	226,539	220,439	(6,100)	-2.7%	
210.000-Group Insurance	460,977	288,598	444,908	327,320	511,195	334,711	409,938	521,586	111,648	27.2%	
220.000-Social Security	142,170	112,673	140,801	129,268	160,706	157,572	184,603	179,261	(5,342)	-2.9%	
230.000-Retirement	174,883	149,375	184,559	171,655	215,450	213,851	239,583	237,468	(2,115)	-0.9%	
290.000-Other Employee Benefits	7,200	5,848	6,900	300	6,900	5,416	6,900	6,900	-	0.0%	
199.000-Allowance for Vacancies	-	-	(155,588)	-	(296,717)	-	(308,282)	(313,242)	(4,960)	1.6%	
Total Expenditure	2,515,622	2,039,860	2,437,564	2,312,390	2,670,424	2,759,501	2,774,536	2,819,182	44,646	1.6%	
<i>Net Town General Fund</i>	<i>(2,515,622)</i>	<i>(2,039,860)</i>	<i>(2,437,564)</i>	<i>(2,312,390)</i>	<i>(1,343,757)</i>	<i>(1,430,897)</i>	<i>(1,396,145)</i>	<i>(1,418,612)</i>	<i>(22,467)</i>	<i>1.6%</i>	

Costing Center	110-20-15 - Police, Animal Control							Proposed		
	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change	% Change
Revenues										
090.000 Transfer between Town/City	-	-	-	-	20,071	19,653	22,306	24,095	1,789	8.0%
Total Revenues	-	-	-	-	20,071	19,653	22,306	24,095	1,789	8.0%
Expenditure										
120.000-Part Time Salaries	33,806	-	-	-	-	-	-	-	-	n/a
130.000-Overtime	488	-	-	-	-	-	-	-	-	n/a
220.000-Social Security	2,623	-	-	-	-	-	-	-	-	n/a
330.000-Professional Services	-	35,452	37,000	23,488	37,500	38,810	42,000	45,850	3,850	9.2%
570.000-Other Purchased Services	3,000	725	2,900	800	2,900	750	2,900	2,650	(250)	-8.6%
Total Expenditure	39,917	36,177	39,900	24,288	40,400	39,560	44,900	48,500	3,600	8.0%
<i>Net Town General Fund</i>	<i>(39,917)</i>	<i>(36,177)</i>	<i>(39,900)</i>	<i>(24,288)</i>	<i>(20,329)</i>	<i>(19,907)</i>	<i>(22,594)</i>	<i>(24,405)</i>	<i>(1,811)</i>	<i>8.0%</i>

Costing Center	110-41-13 - Buildings - Police Station										
	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	Proposed 2026 Budget	\$ Change	% Change	
Revenues											
090.000 Transfer Between Town/City	-	-	-	-	51,295	58,689	48,786	47,755	(1,031)	-2.1%	
Total Revenues	-	-	-	-	51,295	58,689	48,786	47,755	(1,031)	-2.1%	
Expenditure											
400.000-Contracted Services	29,000	30,270	29,000	24,693	31,000	37,504	26,000	28,250	2,250	8.7%	
410.000-Water and Sewer Charges	600	1,252	1,000	845	1,000	2,369	1,000	1,150	150	15.0%	
431.000-R&M Buildings and Grounds	20,000	43,232	23,750	21,711	23,750	20,558	24,000	24,750	750	3.1%	
530.000-Communications	12,000	17,722	12,000	15,782	19,500	17,515	18,000	18,900	900	5.0%	
621.000-Natural Gas/Heating	4,500	4,451	4,500	5,864	4,500	6,300	5,000	3,875	(1,125)	-22.5%	
622.000-Electricity	23,000	23,516	23,000	23,417	23,500	33,662	24,200	19,200	(5,000)	-20.7%	
Total Expenditure	89,100	120,443	93,250	92,312	103,250	117,908	98,200	96,125	(2,075)	-2.1%	
<i>Net Town General Fund</i>	<i>(89,100)</i>	<i>(120,443)</i>	<i>(93,250)</i>	<i>(92,312)</i>	<i>(103,250)</i>	<i>(117,908)</i>	<i>(98,200)</i>	<i>(96,125)</i>	<i>2,075</i>	<i>-2.1%</i>	

Costing Center

210-19-10 - County and Regional Functions

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Expenditure							
800.101-Chittenden County Regional Planning Commission	-	-	13,225	13,225	13,720	19,712	5,992
800.102-Green Mountain Transit	-	-	244,355	244,355	249,615	311,638	62,023
800.103-County Tax	-	-	54,553	24,418	58,604	60,362	1,758
800.104-Chamber of Commerce	-	-	950	935	965	995	30
800.105-GBIC	-	-	3,500	3,500	-	3,750	3,750
NEW-Essex Community Historical Society	-	-	-	-	-	2,000	2,000
800.109-Winooski Valley Park District	-	-	30,300	30,300	31,472	33,895	2,423
Total Expenditure	-	-	346,883	316,733	354,376	432,352	77,976
<i>Net General Fund</i>	-	-	<i>(346,883)</i>	<i>(316,733)</i>	<i>(354,376)</i>	<i>(432,352)</i>	<i>(77,976)</i>

Notes:

1. CCRPC fee is based on the State's equalized grand list calculation. We estimated this internally for FY25 before separation, and before the State had the data to calculate equalized grand list for each community separately.

Costing Center

210-25-10 - Fire

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
098.000-Miscellaneous Revenue	20	-	10	10	-	-	-
Total Revenues	20	-	10	10	-	-	-
Expenditure							
120.000-Part Time Salaries	212,256	197,472	216,000	224,067	302,400	315,000	12,600
210.000-Group Insurance	3,600	3,327	3,600	2,688	3,400	3,400	-
220.000-Social Security	17,768	15,209	16,524	17,188	23,134	24,098	964
225.000-Act 76 Childcare Tax	-	-	-	20	998	1,040	42
260.000-Workers Comp insurance	20,000	17,281	20,000	16,454	20,000	20,000	-
290.000-Other Employee Benefits	2,064	1,083	1,000	864	1,000	1,000	-
330.000-Professional Services	7,000	4,919	7,000	3,157	7,000	6,000	(1,000)
430.000-R&M Vehicles and Equipment	32,250	19,609	26,000	20,270	26,000	25,000	(1,000)
431.000-R&M Buildings and Grounds	-	785	-	280	-	-	-
500.000-Training, Conferences, Dues	4,000	4,251	5,500	6,840	7,000	7,000	-
505.000-Technology Subscription, licenses	4,000	7,542	7,000	220	8,000	8,000	-
530.000-Communications	2,600	7,194	2,600	2,721	3,361	4,500	1,139
570.000-Other Purchased Services	11,000	7,573	11,000	13,889	11,000	11,000	-
610.000-General Supplies	2,000	3,344	4,000	5,384	4,000	4,000	-
611.000-Small Tools and Equipment	1,500	6,910	45,000	41,332	45,000	45,000	-
612.000-Uniforms	27,000	24,528	30,000	30,326	32,000	32,000	-
613.000-Program Supplies	4,500	10,067	6,000	3,258	7,500	7,500	-
626.000-Gasoline	-	-	6,000	4,150	6,500	6,500	-
750.000-Machinery and Equipment	18,000	35,845	20,000	26,307	22,000	22,000	-
920.000-Transfer between funds (capital)	113,200	113,200	118,260	118,260	-	-	-
Total Expenditure	482,738	480,139	545,484	537,675	530,292	543,037	12,745
Net General Fund	(482,718)	(480,139)	(545,474)	(537,665)	(530,292)	(543,037)	(12,745)

Notes:

1. Call volume on October 10, 2024 is 446 calls for service, last year at this time was 426 calls for service. Estimate an increase of 5% - 10% for this calendar year.
2. Every new apartment building that is brought on-line adds to the total numbers of individuals served. There are three more buildings going up in Autumn Pond, anticipated being online in 2025. Also factor in the hotel on Pearl Street.
3. Overall staffing: No departures in the past couple of months. Participation levels are strong, and roster is solid. Early indications point to an increase in training attendance, with compensation for that activity.

Costing Center

210-30-10 - EJRP, Administration

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
020.000-Charges for Services	12,000	9,574	12,479	7,767	9,500	8,670	(830)
050.001-Memorial Day Parade	-	-	-	-	-	-	-
090.000-Transfer between Town/Village	-	-	-	-	-	-	-
091.000-Transfer between funds	-	1,500	-	1,500	-	-	-
Total Revenues	12,000	11,074	12,479	9,267	9,500	8,670	(830)
Expenditure							
110.000-Regular Salaries	343,451	371,365	395,062	392,843	461,786	436,934	(24,853)
120.000-Part Time Salaries	-	4,076	-	3,835	-	-	-
130.000-Overtime	-	21	-	-	-	-	-
210.000-Group Insurance	151,475	156,314	162,427	151,163	189,293	217,195	27,902
220.000-Social Security	26,409	28,844	30,453	30,371	35,603	33,731	(1,873)
225.000-Act 76 Childcare Tax	-	-	-	56	1,536	1,455	(81)
230.000-Retirement	33,508	34,205	33,729	33,674	40,590	33,819	(6,771)
290.000-Other Employee Benefits	1,750	-	-	-	2,100	2,400	300
330.000-Professional Services	5,820	12,759	1,764	496	21,424	11,764	(9,660)
442.000-Rental of Vehicles or Equipment	-	-	-	713	1,776	1,776	0
500.000-Training, Conferences, Dues	6,098	2,955	6,068	2,791	3,155	2,873	(282)
505.000-Technology Subscription, Licenses	4,440	12,251	10,825	12,072	-	-	-
530.000-Communications	9,485	12,590	1,980	2,607	2,640	2,160	(480)
540.000-Advertising	3,000	-	3,000	3,000	-	-	-
550.000-Printing and Binding	-	6,931	-	-	-	-	-
561.000-Credit Card Processing Fees	-	173	-	220	200	200	-
610.000-General Supplies	5,000	6,898	7,200	5,180	15,000	15,000	-
735.000-Technology: Hardware, Software, Equipment	6,000	-	-	-	-	-	-
832.000-Scholarships	4,000	4,000	4,000	4,000	4,000	4,000	-
850.000-Community Events & Celebrations	-	-	17,500	17,500	17,500	-	(17,500)
910.000-Transfer to Other Funds	-	-	-	-	-	17,500	17,500
Total Expenditure	600,436	653,382	674,007	660,522	796,603	780,807	(15,797)
Net General Fund	(588,436)	(642,308)	(661,528)	(651,256)	(787,103)	(772,136)	14,967

Notes:

1. 25% of salary/benefits for two EJRP staff have been moved to the Program Fund.

Costing Center

210-30-12 - EJRP, Parks and Facilities

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
091.000-Transfer between funds	-	-	-	-	1,500	1,500	-
Total Revenues	-	-	-	-	1,500	1,500	-
Expenditure							
110.000-Regular Salaries	116,177	124,774	139,627	141,265	143,767	129,489	(14,278)
120.000-Part Time Salaries	25,240	42,465	46,574	64,633	56,341	66,335	9,994
130.000-Overtime	-	2,692	-	1,592	-	-	-
210.000-Group Insurance	36,266	32,030	38,170	31,891	40,769	64,535	23,765
220.000-Social Security	10,871	13,438	14,337	16,252	15,400	15,082	(318)
225.000-Act 76 Childcare Tax	-	-	-	54	664	651	(14)
230.000-Retirement	11,618	11,854	14,033	13,986	14,447	12,484	(1,963)
290.000-Other Employee Benefits	700	-	-	-	700	800	100
330.000-Professional Services	6,000	11,106	12,573	12,991	12,603	16,049	3,446
431.000-R&M Buildings and Grounds	12,559	18,455	4,532	4,699	12,013	11,577	(436)
441.000-Rental of Land or Buildings	500	500	500	500	500	500	-
442.000-Rental of Vehicles or Equipment	2,178	2,058	4,743	2,356	2,925	2,207	(718)
500.000-Training, Conferences, Dues	4,098	2,194	3,902	3,239	2,000	2,000	-
530.000-Communications	-	-	1,320	-	1,320	1,080	(240)
610.000-General Supplies	20,495	20,858	28,759	23,215	30,000	27,681	(2,319)
626.000-Gasoline	-	-	1,500	3,601	1,500	4,500	3,000
Total Expenditure	246,702	282,423	310,569	320,274	334,950	354,970	20,020
Net General Fund	(246,702)	(282,423)	(310,569)	(320,274)	(334,950)	(353,470)	(18,520)

Notes:

1. Payroll/Benefit expenses include building coordination costs for entire City.
2. Part Time salary increase for increased demands and addition of Memorial Park and Main St. Park.
3. Professional Service expense increase for addition of Memorial Park and Main St. park maintenance; but NOT for rehab.

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Expenditure							
110.000-Regular Salaries	-	-	26,167	5,425	-	-	-
210.000-Group Insurance	-	-	13,055	-	-	-	-
220.000-Social Security	-	-	2,048	415	-	-	-
225.000-Act 76 Childcare	-	-	-	-	-	-	-
230.000-Retirement	-	-	2,254	-	-	-	-
290.000-Other Employee Benefits	-	-	-	-	-	-	-
330.000-Professional Services	-	-	20,000	20,012	-	-	-
500.000-Training, Conferences, Dues	-	-	2,000	-	-	-	-
530.000-Communications	-	-	-	776	-	-	-
610.000-General Supplies	-	-	-	7,207	-	-	-
900.000-Transfer between Town/City	-	-	50,379	50,382	-	-	-
Total Expenditure	-	-	115,902	84,218	-	-	-
Net General Fund	-	-	(115,902)	(84,218)	-	-	-

Notes:

1. This budget was moved to EJRP Admin in FY25.

Costing Center

210-35-10 - Brownell Library

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
050.000-Donation Revenue	-	-	-	-	-	-	-
090.000-Transfer between Town/Village	15,000	15,000	-	-	-	-	-
098.000-Miscellaneous Revenue	500	888	500	937	650	900	250
Total Revenues	15,500	15,888	500	937	650	900	250
Expenditure							
110.000-Regular Salaries	395,708	407,069	463,761	429,464	458,449	475,410	16,961
120.000-Part Time Salaries	108,328	106,398	125,170	121,221	146,548	146,132	(416)
190.000-Board Member Payments	-	350	-	900	5,500	2,200	(3,300)
210.000-Group Insurance	160,273	111,679	138,896	137,670	158,376	188,643	30,267
220.000-Social Security	38,720	39,511	45,552	42,510	46,605	47,904	1,299
225.000-Act 76 Childcare Tax	-	-	-	82	2,010	2,066	56
230.000-Retirement	38,526	42,427	48,256	45,678	48,190	44,755	(3,435)
250.000-Unemployment Insurance	-	537	-	172	-	-	-
290.000-Other Employee Benefits	2,100	-	-	-	2,450	2,800	350
340.000-Technical Services	4,000	5,961	2,000	1,100	3,000	3,000	-
442.000-Rental of Vehicles or Equipment	2,500	2,890	3,000	4,694	3,901	3,936	35
500.000-Training, Conferences, Dues	4,000	4,441	5,500	3,106	6,500	6,000	(500)
505.000-Technology Subscription, Licenses	10,500	9,034	12,500	10,360	13,500	14,797	1,297
530.000-Communications	600	-	2,640	2,585	2,640	2,160	(480)
540.000-Advertising	700	-	700	-	700	700	-
560.000-Postage	3,000	2,923	3,000	2,201	3,000	3,000	-
610.000-General Supplies	13,500	13,280	14,000	14,068	12,200	11,200	(1,000)
640.201-Adult Collection	47,200	48,423	50,000	49,507	52,000	46,000	(6,000)
640.202-Juvenile Collection	22,500	22,621	25,000	24,962	26,000	25,500	(500)
735.000-Technology: Hardware, Software, Equipment	8,000	8,337	8,660	9,228	9,000	7,000	(2,000)
750.000-Machinery and Equipment	5,000	4,993	8,000	8,435	-	-	-
755.000-Furniture and Fixtures	-	-	-	-	8,000	7,000	(1,000)
840.201-Adult Programs	1,000	991	1,500	1,181	2,000	2,000	-
840.202-Childrens Programs	4,500	4,499	4,500	4,588	4,500	4,500	-
845.000-Employee/Volunteer Recognition	800	950	1,500	1,470	1,500	1,000	(500)
Total Expenditure	871,455	837,311	964,134	915,181	1,016,569	1,047,704	31,135
Net General Fund	(855,955)	(821,423)	(963,634)	(914,244)	(1,015,919)	(1,046,804)	(30,885)

Notes:

1. Adult and Juvenile Collection expenses reduced to remove Biblio Plus, Comics Plus and Newsbank.

Costing Center

210-40-12 - PW, Streets

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
042.006-State Aid to Highways	-	-	130,000	125,136	130,000	125,000	(5,000)
090.000-Transfer between Town/Village	1,465,044	1,465,044	20,000	40,000	-	-	-
098.000-Miscellaneous Revenue	4,000	2,695	3,500	3,593	2,500	2,500	-
Total Revenues	1,469,044	1,467,739	153,500	168,729	132,500	127,500	(5,000)
Expenditure							
110.000-Regular Salaries	218,436	223,074	232,292	208,344	247,092	218,526	(28,565)
120.000-Part Time Salaries	14,363	14,035	21,973	13,315	28,323	33,920	5,598
130.000-Overtime	18,198	10,047	26,974	12,849	28,237	21,342	(6,895)
190.000-Board Member Payments	-	-	3,000	-	3,000	3,000	-
210.000-Group Insurance	96,660	79,238	121,401	112,582	135,833	124,748	(11,085)
220.000-Social Security	19,293	18,937	21,962	18,639	23,615	21,341	(2,274)
225.000-Act 76 Childcare Tax	-	-	-	42	1,019	921	(98)
230.000-Retirement	21,604	27,458	22,855	17,971	24,809	21,732	(3,077)
250.000-Unemployment Insurance	500	991	250	226	432	204	(228)
260.000-Workers Comp insurance	11,146	8,501	12,600	16,482	12,600	15,663	3,063
290.000-Other Employee Benefits	1,190	-	-	-	1,400	1,600	200
330.000-Professional Services	17,000	38,225	18,000	14,140	20,000	20,000	-
410.000-Water and Sewer Charges	2,500	2,629	3,500	3,575	3,500	3,800	300
422.000-Snow Removal	15,000	11,440	21,000	17,576	21,000	25,000	4,000
425.000-Trash Removal	9,000	8,973	9,100	13,341	9,500	9,500	-
430.000-R&M Vehicles and Equipment	36,000	121,522	38,000	118,837	100,000	120,000	20,000
431.000-R&M Buildings and Grounds	10,000	2,153	10,000	10,644	10,000	10,000	-
441.000-Rental of Land or Buildings	13,000	7,650	13,000	9,926	13,000	13,000	-
442.000-Rental of Vehicles or Equipment	3,000	3,906	3,000	3,663	3,864	3,000	(864)
451.000-Summer Construction Services	280,000	275,415	300,000	366,319	300,000	310,000	10,000
500.000-Training, Conferences, Dues	1,000	4,615	2,000	180	3,500	3,500	-
520.000-Insurance	14,650	15,733	17,800	19,175	17,800	17,264	(536)
521.000-Insurance Deductibles	1,000	1,000	1,000	2,110	1,000	1,000	-
530.000-Communications	4,000	4,475	4,500	4,825	4,500	5,340	840
540.000-Advertising	500	1,359	-	92	500	500	-

Costing Center

210-40-12 - PW, Streets

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
571.000-Streetscape Maintenance	18,500	15,980	20,000	29,184	20,000	25,000	5,000
572.000-Traffic Control	33,000	18,579	33,000	30,378	33,000	35,000	2,000
573.000-Sidewalk and Curb Maintenance	6,000	-	6,000	-	6,000	6,000	-
575.000-Storm Sewer Maintenance	25,000	5,263	-	-	-	-	-
600.000-Salt, Sand and Gravel	135,000	207,150	145,000	78,495	165,000	165,000	-
605.000-Summer Construction Supplies	45,000	44,942	45,000	19,226	45,000	45,000	-
609.000-Safety Supplies	-	-	3,000	1,201	3,000	3,000	-
610.000-General Supplies	30,000	22,258	35,000	36,180	35,000	35,000	-
610.200-Streetlight Supplies	15,000	8,376	15,000	26,175	15,000	20,000	5,000
612.000-Uniforms	6,500	5,352	3,510	5,326	2,700	3,400	700
621.000-Natural Gas/Heating	4,104	3,673	4,200	3,504	4,200	4,200	-
622.000-Electricity	4,200	35,641	4,200	20,463	4,500	25,000	20,500
622.200-Streetlight Electricity	134,000	102,737	138,000	141,925	138,000	142,000	4,000
626.000-Gasoline/Fuel	38,000	47,454	42,000	39,475	50,000	50,000	-
750.000-Machinery and Equipment	7,000	-	7,000	-	7,000	10,000	3,000
810.112-Tree Advisory Committee	10,000	9,373	10,000	4,272	10,000	10,000	-
920.000-Transfer between funds (capital)	145,700	145,700	151,440	151,440	-	-	-
Total Expenditure	1,465,044	1,553,853	1,566,556	1,572,099	1,552,923	1,583,502	30,579
Net General Fund	4,000	(86,114)	(1,413,056)	(1,403,370)	(1,420,423)	(1,456,002)	(35,579)

Notes:

1. Payroll expenses are reduced from prior years as we have updated various position allocations among Streets, Water and Sanitation to more accurately reflect where time is actually spent.

Costing Center

210-41-20 - Buildings - 2 Lincoln St

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
090.000-Transfer between Town/Village	2,075	1,822	-	-	-	-	-
Total Revenues	2,075	1,822	-	-	-	-	-
Expenditure							
400.000-Contracted Services	11,000	17,970	3,000	4,944	3,000	6,000	3,000
410.000-Water and Sewer Charges	600	702	1,500	828	750	1,700	950
420.000-Cleaning Services	-	1,574	22,000	15,841	15,000	18,000	3,000
425.000-Trash Removal	-	-	3,600	3,657	4,000	4,000	-
431.000-R&M Buildings and Grounds	20,000	16,931	20,000	10,558	5,000	8,000	3,000
450.000-Construction Services	-	-	2,824,514	-	-	-	-
530.000-Communications	5,000	10,600	8,968	13,911	10,600	7,000	(3,600)
610.000-General Supplies	1,500	788	5,000	1,569	2,150	3,500	1,350
621.000-Natural Gas/Heating	5,000	5,230	6,500	5,332	5,800	6,000	200
622.000-Electricity	11,000	7,148	11,000	8,215	8,500	9,000	500
755.000-Furniture and Fixtures	2,000	3,054	7,000	1,072	7,000	500	(6,500)
Total Expenditure	56,100	63,997	2,913,082	65,926	61,800	63,700	1,900
Net General Fund	(54,025)	(62,175)	(2,913,082)	(65,926)	(61,800)	(63,700)	(1,900)

Notes:

1. Budget reduced in FY25 due to renovations. FY26 will have the addition of an elevator and related inspections/maintenance, as well as additional bathrooms and spaces requiring cleaning/maintenance.
2. Bases of chimneys need to be repointed.
3. Exterior doors, windows and fascia need to be repainted.

Costing Center

210-41-21 - Buildings - Brownell Library

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Expenditure							
400.000-Contracted Services	30,000	31,402	4,750	15,498	6,350	6,350	-
410.000-Water and Sewer Charges	600	492	700	606	540	650	110
420.000-Cleaning Services	-	-	30,000	26,906	30,000	42,000	12,000
425.000-Trash Removal	-	-	-	-	-	-	-
431.000-R&M Buildings and Grounds	20,000	19,924	25,175	14,315	23,300	21,650	(1,650)
530.000-Communications	1,500	4,695	4,090	4,005	4,470	4,470	-
610.000-General Supplies	-	-	-	-	1,800	1,500	(300)
621.000-Natural Gas/Heating	6,000	7,316	7,200	6,589	7,200	7,200	-
622.000-Electricity	13,700	15,115	14,750	16,740	14,650	16,800	2,150
755.000-Furniture and Fixtures	-	-	-	-	2,155	-	(2,155)
Total Expenditure	71,800	78,944	86,665	84,659	90,465	100,620	10,155
Net General Fund	(71,800)	(78,944)	(86,665)	(84,659)	(90,465)	(100,620)	(10,155)

Notes:

1. Cleaning costs are closer to actuals now that the costs are broken out by building, with window and carpet cleaning included.
2. Removed funds for annual repair/replacement of shelving.

3. The library is starting to lose condensers to the HVAC systems. There is a change coming to Federal requirements that will make these repairs more expensive in the future. Current replacements are in the \$8,000 range. This is not included in the FY26 budget.

4. Other building needs: Interior painting and cleaning; toilet tanks are not ADA compliant; slate and copper roofs are in need of repair. These costs are not included in the FY26 budget.

Costing Center

210-41-22 - Buildings - Fire Station

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Expenditure							
400.000-Contracted Services	500	-	600	736	600	850	250
410.000-Water and Sewer Charges	500	507	500	575	500	600	100
420.000-Cleaning Services	-	-	500	-	250	250	-
425.000-Trash Removal	-	-	-	-	-	-	-
431.000-R&M Buildings and Grounds	9,500	6,478	8,000	7,783	8,500	8,500	-
530.000-Communications	2,200	518	2,400	4,880	4,140	2,000	(2,140)
610.000-General Supplies	1,500	197	1,100	1,562	1,500	1,500	-
621.000-Natural Gas/Heating	3,500	4,416	4,000	3,523	5,000	5,000	-
622.000-Electricity	4,000	7,148	7,000	8,215	8,000	8,250	250
626.000-Gasoline	5,000	5,512	-	-	-	-	-
755.000-Furniture and Fixtures	-	-	-	-	2,000	-	(2,000)
Total Expenditure	26,700	24,776	24,100	27,275	30,490	26,950	(3,540)
Net General Fund	(26,700)	(24,776)	(24,100)	(27,275)	(30,490)	(26,950)	3,540

Notes:

Costing Center

210-41-23 - Buildings - Park Street School

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Expenditure							
400.000-Contracted Services	1,000	-	1,000	1,083	2,000	2,000	-
410.000-Water and Sewer Charges	700	1,089	1,500	1,222	1,150	1,500	350
420.000-Cleaning Services	-	-	32,500	21,453	-	-	-
425.000-Trash Removal	-	-	-	-	-	-	-
431.000-R&M Buildings and Grounds	-	1,813	15,000	14,778	15,000	15,000	-
530.000-Communications	3,000	2,793	3,100	3,337	3,100	2,500	(600)
610.000-General Supplies	-	-	-	-	-	-	-
621.000-Natural Gas/Heating	3,000	3,952	3,500	1,987	3,900	3,900	-
622.000-Electricity	4,400	5,860	5,900	4,493	5,900	5,900	-
755.000-Furniture and Fixtures	-	-	-	-	-	-	-
Total Expenditure	12,100	15,507	62,500	48,354	31,050	30,800	(250)
Net General Fund	(12,100)	(15,507)	(62,500)	(48,354)	(31,050)	(30,800)	250

Notes:

Costing Center

210-41-26 - Buildings - Maple Street Park and Pool

FY2 6	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Expenditure							
400.000-Contracted Services	30,000	33,780	1,000	3,336	3,000	6,500	3,500
410.000-Water and Sewer Charges	7,000	6,913	7,800	8,623	7,800	8,750	950
420.000-Cleaning Services	-	2,838	32,500	26,580	32,500	35,000	2,500
425.000-Trash Removal	-	-	4,716	4,279	4,900	4,900	-
431.000-R&M Buildings and Grounds	30,000	24,196	30,000	53,206	30,000	-	(30,000)
530.000-Communications	6,500	8,883	8,900	9,844	9,150	4,000	(5,150)
610.000-General Supplies	-	-	-	-	6,500	6,500	-
621.000-Natural Gas/Heating	6,500	7,520	6,500	5,785	6,500	7,000	500
622.000-Electricity	37,000	34,890	37,500	37,919	36,500	38,000	1,500
626.000-Gasoline	1,500	2,717	-	-	-	-	-
755.000-Furniture and Fixtures	-	-	-	-	-	-	-
920.000-Transfer between funds (capital)	-	-	-	-	-	30,000	30,000
Total Expenditure	118,500	121,738	128,916	149,571	136,850	140,650	3,800
Net General Fund	(118,500)	(121,738)	(128,916)	(149,571)	(136,850)	(140,650)	(3,800)

Notes:

1. Add \$30,000 transfer to EJP Capital for maintenance building expansion.

Costing Center

210-90-00 - Transfers and Misc

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
050.000-Donation Revenue	-	10,061	-	8,106	-	-	-
Grant Revenue	-	13,152	-	12,904	-	-	-
098.000-Miscellaneous Revenue	-	-	-	-	-	-	-
Total Revenues	-	23,213	-	21,010	-	-	-
Expenditure							
Grant Expenses	-	16,012	-	3,021	-	-	-
Donation Expenses	-	13,939	-	8,974	-	-	-
Capital Transfer	531,585	531,585	531,585	3,276,360	584,744	643,218	58,474
Rolling Stock Transfer	-	-	-	-	283,450	300,638	17,188
Buildings Transfer	50,000	50,000	50,000	50,000	50,000	50,000	-
EJRP Capital Transfer	112,543	112,543	112,771	112,771	113,380	114,103	723
NEW-Stormwater Fees	-	-	-	-	-	7,811	7,811
922.000-Contribution to Fund Balance/Reserves	5,000	-	5,000	5,000	5,000	5,000	-
922.XXX-General Reserves	-	-	-	-	-	110,000	110,000
Total Expenditure	699,128	724,079	699,356	3,456,126	1,036,574	1,230,770	194,196
Net General Fund	(699,128)	(700,866)	(699,356)	(3,435,116)	(1,036,574)	(1,230,770)	(194,196)

Notes:

1. Capital and Rolling Stock Transfer increases as planned in capital budget/projections.
2. \$7,811 City's annual stormwater fee (estimated).
5. Added \$110,000 for General Reserves to increase unassigned fund balance per Council directive on 1/22/25.

Costing Center

210-95-00 - Debt

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Expenditure							
900.000-Transfer between Town/City	-	-	203,203	203,203	200,574	188,738	(11,836)
950.903-Capital Imp Principal	135,135	135,135	135,135	135,300	135,135	135,135	-
955.903-Capital Imp Interest	60,415	60,489	64,190	56,413	56,344	52,070	(4,274)
Total Expenditure	195,550	195,624	402,528	394,916	392,053	375,943	(16,110)
Net General Fund	(195,550)	(195,624)	(402,528)	(394,916)	(392,053)	(375,943)	16,110

Notes:

1. Final Payments: police facility FY34, capital improvement FY35.

Costing Center	110-95-00 - Debt, Town							Proposed			
	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change	% Change	
Revenues											
090.000 Transfer between Town/City	-	-	-	-	203,203	203,203	200,574	188,738	(11,836)	-5.9%	
Total Revenues	-	-	-	-	203,203	203,203	200,574	188,738	(11,836)	-5.9%	
Expenditure											
950.901-Police Facility Debt Principal	345,000	345,000	345,000	345,000	345,000	345,000	345,000	345,000	-	0.0%	
955.901-Police Facility Debt Interest	174,408	174,408	162,844	162,844	150,617	150,617	127,216	115,337	(11,879)	-9.3%	
970.901-Police Lease Principal	2,815	2,815	-	-	-	-	14,341	-	(14,341)	-100.0%	
975.901-Police Lease Interest	58	58	-	-	-	-	2,647	-	(2,647)	-100.0%	
Total Expenditure	522,281	522,280	507,844	507,844	495,617	495,617	489,204	460,337	(28,867)	-5.9%	
<i>Net Town General Fund</i>	<i>(522,281)</i>	<i>(522,280)</i>	<i>(507,844)</i>	<i>(507,844)</i>	<i>(292,414)</i>	<i>(292,414)</i>	<i>(288,630)</i>	<i>(271,599)</i>	<i>17,031</i>	<i>305,661</i>	

Building Maintenance Fund

	FY25	FY26	FY27	Notes
	Projection	Projection	Projection	
Beginning Balance	778,933	(46,579)	3,421	
Add	2,874,514	50,000	50,000	\$50,000 annual transfer, \$2,824,514 FY24 surplus transfer for 2 Lincoln
Spend	3,700,026	-	-	FY24 Brownell roof and entrance \$300K (spent \$39,730 in FY24), FY25 2 Lincoln renovations \$3,493,052 (spent \$128,296 in FY22-FY24), FY25 Brownell carpet replacement \$75K
Ending Balance	(46,579)	3,421	53,421	

Future Projects:

1. Soffit and Facia replacement and painting on Brownell Library. Estimating \$30,000
2. Sprinkler system at 2 Lincoln \$150,000
3. Address the inefficiencies noted in the Brownell library building efficiency testing report.
4. ADA entrance at Brownell. Estimating \$750,000
5. Maple St maintenance garage to better serve City buildings function.

Economic Development Fund

	FY25	FY26	FY27
	Projection	Projection	Projection
Beginning Balance	869,061	601,061	263,061
Add	112,000	112,000	112,000
Spend	380,000	450,000	90,000
Ending Balance	601,061	263,061	285,061

Notes:

1. Main St Park was originally estimated at \$478,002 with a match of \$278,002. In FY25 (by the Council on 10/30/24) the budget was revised to \$240,000 (\$200,000 Downtown Transportation Fund grant + \$40,000 municipal contribution). Prior funds spent on the project don't count toward match and were spent in earlier fiscal years. For FY25 \$40,000 from the Economic Development Fund is allocated for this project.
2. Crescent Connector project requires an additional \$90,000 (bike racks, bike boxes, EV charging stations, trees, and potentially ROW clean up costs). This is reduced from a previous estimate of \$109,000.
3. Amtrak grant match is estimated at \$750,000.

Local Option Tax Fund

	FY25	FY26	FY27	FY28	FY29	FY30
	Projection	Projection	Projection	Projection	Projection	Projection
Beginning Balance	1,058,181	672,130	547,130	422,130	297,130	172,130
Add	874,432	900,000	900,000	900,000	900,000	900,000
Spend	1,260,483	1,025,000	1,025,000	1,025,000	1,025,000	1,025,000
Ending Balance	672,130	547,130	422,130	297,130	172,130	47,130

Notes:

1. In FY24 (by Council on 8/9/23) the rebranding allocation of \$40,000 was reduced to \$27,500, as \$12,500 was re-allocated to the strategic planning effort.
2. FY25 banners/signs \$14,375.
3. FY25 \$1,000,000 for capital projects.
4. FY26-FY29 25% of revenue for sidewalks per LOT policy and \$800,000 for capital projects.

Actual LOT Revenue:	FY23	FY24	FY25
Q1	-	284,780.40	263,103.52
Q2	240,799.90	223,554.85	261,428.29
Q3	195,435.64	219,797.53	
Q4	219,588.49	232,463.92	
Interest	3,517.96	25,481.52	15,367.40
Total	659,341.99	986,078.22	539,899.21

960,278.49 estimated annual average revenue

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

EJRP Capital Plan

Based on 1% of City grand list with 0.35% annual growth

Category	FY26	FY27	FY28	FY29	FY30
	Amount	Amount	Amount	Amount	Amount
Resurfacing	\$ 22,254	\$ 2,653	\$ -	\$ 6,850	\$ -
Lighting & Technology	\$ -	\$ -	\$ -	\$ 6,606	\$ 12,288
Maintenance Equipment	\$ 24,849	\$ 34,849	\$ 32,834	\$ 19,849	\$ 7,090
Park Amenities	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Buildings & Facilities	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 74,331
Pool	\$ -	\$ 10,000	\$ 15,069	\$ 15,000	\$ -
Landscaping	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
TOTAL	\$114,103	\$114,502	\$114,903	\$115,305	\$115,709

FY26 Detail

Category	Items	Amount
Resurfacing	Maple Street basketball court & skatepark. Infield dirt.	\$ 22,254
Maintenance Equipment	Maintenance truck (year 2 of 5). Line painter (year 2 of 6). Golf cart.	\$ 24,849
Buildings & Facilities	Cascade redevelopment (courts, playground, bathrooms). Maintenance garage addition.	\$ 55,000
Landscaping	Landscaping, tree, and turf maintenance.	\$ 12,000
TOTAL		\$114,103

General Fund Capital Reserve Fund Balance

	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
Beginning Fund Balance	794,701	513,151	754,418	1,259,324	1,997,928	1,771,212	1,867,452	1,883,134	159,548	366,468	845,702	744,142	(74,094)	562,240	1,594,820	1,506,975
Planned Spending	(1,882,212)	(1,218,188)	(1,019,195)	(856,582)	(1,882,839)	(1,645,495)	(1,020,227)	(2,863,086)	(1,046,529)	(899,561)	(1,618,234)	(2,486,578)	(1,198,841)	(986,114)	(2,308,407)	(2,897,326)
Revenue Sources																
<i>General Fund Transfer In</i>	584,744	643,218	707,540	778,294	856,123	941,735	1,035,909	1,139,500	1,253,450	1,378,795	1,516,674	1,668,341	1,835,176	2,018,693	2,220,562	2,442,619
<i>CVE Annual Contribution</i>	15,918	16,236	16,561	16,892												
<i>LOT Transfer In</i>	1,000,000	800,000	800,000	800,000	800,000	800,000	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
<i>Misc. Donations and Interest Earnings</i>																
<i>Summary Stormwater Grants</i>																
<i>Brickyard Culvert</i>																
<i>Vtrans Structures Grant-Main St. Ped Bridge</i>																
<i>Crescent Connector Grant</i>																
<i>Pearl St. Missing Link Grants</i>																
<i>FEMA - Densmore Drive (Oct 2019 event) and State 15%</i>																
Total Revenues	1,600,662	1,459,454	1,524,101	1,595,186	1,656,123	1,741,735	1,035,909	1,139,500	1,253,450	1,378,795	1,516,674	1,668,341	1,835,176	2,018,693	2,220,562	2,442,619
Ending Fund Balance	513,151	754,418	1,259,324	1,997,928	1,771,212	1,867,452	1,883,134	159,548	366,468	845,702	744,142	(74,094)	562,240	1,594,820	1,506,975	1,052,268

annual planned increase GF transfer in: 10%

Rolling Stock Fund Balance

	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
Beginning Fund Balance	948,424	364,382	320,020	161,776	126,303	41,350	330,858	417,819	482,773	737,255	1,104,183	1,659,167	2,554,222	3,769,366	4,711,379	4,857,075
Planned Spending																
<i>Streets</i>	(573,899)	(275,000)	(480,366)	(384,450)	(467,500)	(135,000)	-	-	-	-	-	-	-	-	-	-
<i>Fire</i>	(293,593)	(70,000)	-	-	-	(900,000)	-	(97,571)	-	-	-	(120,000)	-	(2,871,208)	(1,632,199)	-
Total Spending	(867,492)	(345,000)	(480,366)	(384,450)	(467,500)	(1,035,000)	-	(97,571)	-	-	-	(120,000)	-	(2,871,208)	(1,632,199)	-
Debt Payments (fire truck)						900,000	(390,000)	(380,000)	(370,000)	(360,000)	(300,000)			2,347,966		
Revenue Sources																
<i>Highway General Fund Transfer In</i>	158,865	168,146	179,748	194,250	212,377	235,037	263,361	298,766	343,022	398,343	467,494	553,932	661,980	797,040	965,865	1,176,896
<i>Fire General Fund Transfer In</i>	124,585	132,491	142,374	154,728	170,169	189,472	213,600	243,760	281,460	328,585	387,491	461,123	553,164	668,215	812,029	991,797
<i>Vac Truck Rental</i>																
<i>Sale of Assets</i>																
<i>Interest Earnings</i>																
Total Revenues	283,450	300,638	322,122	348,977	382,547	424,508	476,960	542,526	624,482	726,927	854,984	1,015,055	1,215,144	1,465,255	1,777,894	2,168,693
Ending Fund Balance	364,382	320,020	161,776	126,303	41,350	330,858	417,819	482,773	737,255	1,104,183	1,659,167	2,554,222	3,769,366	4,711,379	4,857,075	7,025,767

annual planned increase Highway GF transfer in: 25%

annual planned increase Fire GF transfer in: 25%

Water Fund Capital Reserve Balance

	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
Beginning Fund Balance	854,659	463,928	168,316	519,979	845,960	712,209	1,145,547	1,610,035	2,148,693	2,664,767	3,322,983	3,379,182	4,124,720	3,966,196	4,962,018	6,011,830
Planned Spending	(643,314)	(603,160)	(10,883)	(5,591)	(520,377)	(8,361)	(32,307)	(13,258)	(176,983)	(90,000)	(747,192)	(142,304)	(1,100,356)	-	-	(2,081,968)
Debt Payments (previous FY35, Main St. water line FY53, lead service line FY32)	(257,418)	(252,452)	(247,454)	(328,427)	(323,374)	(318,301)	(313,205)	(308,084)	(216,943)	(211,784)	(206,609)	(172,158)	(168,168)	(164,178)	(160,188)	(156,198)
Revenue Sources																
<i>Transfer In from Water Operating Budget</i>	510,000	560,000	610,000	660,000	710,000	760,000	810,000	860,000	910,000	960,000	1,010,000	1,060,000	1,110,000	1,160,000	1,210,000	1,260,000
<i>Interest Earnings</i>																
<i>Vac Truck Rental</i>																
Total Revenues	510,000	560,000	610,000	660,000	710,000	760,000	810,000	860,000	910,000	960,000	1,010,000	1,060,000	1,110,000	1,160,000	1,210,000	1,260,000
Ending Fund Balance	463,928	168,316	519,979	845,960	712,209	1,145,547	1,610,035	2,148,693	2,664,767	3,322,983	3,379,182	4,124,720	3,966,196	4,962,018	6,011,830	5,033,664

Wastewater Fund Capital Reserve Balance

	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
Beginning Fund Balance	1,991,532	1,867,341	1,974,720	2,266,582	2,628,445	3,145,307	3,682,169	4,239,031	4,819,031	5,289,162	5,909,162	6,549,162	7,209,162	7,889,162	8,589,162	9,309,162
Planned Spending	(581,053)	(349,483)	(185,000)	(135,000)	-	-	-	-	(129,869)	-	-	-	-	-	-	-
Debt Payments (ARRA Stimulus Loan ends FY31)	(3,138)	(3,138)	(3,138)	(3,138)	(3,138)	(3,138)	(3,138)	(3,138)								
Revenue Sources																
<i>Transfer In from Wastewater Operating Budget</i>	460,000	460,000	480,000	500,000	520,000	540,000	560,000	580,000	600,000	620,000	640,000	660,000	680,000	700,000	720,000	740,000
<i>Interest Earnings</i>																
Total Revenues	460,000	460,000	480,000	500,000	520,000	540,000	560,000	580,000	600,000	620,000	640,000	660,000	680,000	700,000	720,000	740,000
Ending Fund Balance	1,867,341	1,974,720	2,266,582	2,628,445	3,145,307	3,682,169	4,239,031	4,819,031	5,289,162	5,909,162	6,549,162	7,209,162	7,889,162	8,589,162	9,309,162	10,049,162

Sanitation Fund Capital Reserve Balance

	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
Beginning Fund Balance	108,417	104,543	140,666	91,317	88,586	135,705	156,640	307,559	506,775	253,757	521,172	877,769	1,280,501	1,717,333	2,179,781	2,658,886
Planned Spending	(127,430)	(3,341,217)	(171,708)	(51,352)	(55,600)	(135,885)	(40,000)	(40,000)	(526,335)	(40,000)	(52,037)	(40,000)	(40,000)	(48,484)	(65,926)	(40,000)
Debt Payments (HS Pump Station Upgrade RF1-157 FY34 and ARRA Stimulus Loan FY31)	(81,344)	(81,760)	(81,318)	(81,318)	(81,318)	(81,317)	(81,317)	(67,119)	(67,119)	(67,119)						
Estimated Debt Payment on Pump Station Upgrades (\$3,250,000 for 20 yrs @ 3.66%)			(99,017)	(278,350)	(272,409)	(266,468)	(260,527)	(254,586)	(248,645)	(242,704)	(236,763)	(230,822)	(224,881)	(218,940)	(212,999)	(207,058)
Revenue Sources																
<i>Transfer In from Sanitation Operating Budget</i>	172,000	222,000	272,000	322,000	372,000	422,000	452,000	482,000	512,000	542,000	572,000	602,000	632,000	662,000	692,000	722,000
<i>Allocation Fee Revenue</i>																
<i>Bond Funding ESTIMATE ONLY</i>	12,900	3,237,100														
<i>Town Share (50% of West St pump station) ESTIMATE ONLY</i>	20,000		30,695	86,289	84,447	82,605	80,763	78,922	77,080	75,238	73,397	71,555	69,713	67,871	66,030	64,188
<i>Interest Earnings</i>																
Total Revenues	204,900	3,459,100	302,695	408,289	456,447	504,605	532,763	560,922	589,080	617,238	645,397	673,555	701,713	729,871	758,030	786,188
Ending Fund Balance	104,543	140,666	91,317	88,586	135,705	156,640	307,559	506,775	253,757	521,172	877,769	1,280,501	1,717,333	2,179,781	2,658,886	3,198,016

Stormwater Fund Capital Reserve Balance

	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
Beginning Fund Balance	-	75,000	91,750	(766,878)	(790,337)	(485,161)	(103,691)	373,146	969,192	1,714,250	2,645,573	3,809,726	5,264,918	7,083,907	9,357,644	12,199,815
Planned Spending	(50,000)	(139,500)	(1,053,940)	(267,600)	-	-	-	-	-	-	-	-	-	-	-	-
Debt Payment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revenue Sources																
<i>Transfer In from Stormwater Operating Budget</i>	125,000	156,250	195,313	244,141	305,176	381,470	476,837	596,046	745,058	931,323	1,164,153	1,455,192	1,818,989	2,273,737	2,842,171	3,552,714
<i>Interest Earnings</i>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	125,000	156,250	195,313	244,141	305,176	381,470	476,837	596,046	745,058	931,323	1,164,153	1,455,192	1,818,989	2,273,737	2,842,171	3,552,714
Ending Fund Balance	75,000	91,750	(766,878)	(790,337)	(485,161)	(103,691)	373,146	969,192	1,714,250	2,645,573	3,809,726	5,264,918	7,083,907	9,357,644	12,199,815	15,752,528

annual planned increase transfer in: 25%

Fund	Dept	Project	Rank	Project #	Date of Est.	Est. \$	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
RS	Streets	Wheel Loader w/Sidewalk Plow attachments (replaces 2017 Prinoth PW4S #10 and 2021 Prinoth SW50S #11)				123,866			123,866													
RS	Streets	Trailer Mounted Boom Lift - 2019 #35				45,000					45,000											
RS	Streets	Vacuum Sweeper - 2013 Johnston #16				455,000					422,500											
RS	Streets	Wheel Loader - 2019 Neuson Wacker #38				135,000						135,000										
RS	Streets	Landscape Trailer				15,000																
SAN	Sanitation	Collection system capacity study			10/21/22	85,000		33,129	28,400													
SAN	Sanitation	West St Pump Station Pump				400,000	40,000															
SAN	Sanitation	HS Pump Station Gas Detection System				15,325																
SAN	Sanitation	Manhole Rehab/Sliplining					40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
SAN	Sanitation	Maple and River St pump station retrofit			7/31/23	1,236,260	5,160	1,231,100														
SAN	Sanitation	Pump Station Evaluation (River, Maple, West)-done in FY23, when do we need to schedule this out again?																				
SAN	Sanitation	Trailer Pump								TBD												
SAN	Sanitation	Meter replacement program					20,880	21,488	22,096	11,352												
SAN	Sanitation	West St pump station retrofit (50% by Town)			7/31/23	2,013,740	7,740	2,006,000														
SAN	Sanitation	Susie Wilson Rd pump station (20 year)																				
SAN	Sanitation	Pickup Truck				78,000						78,000										
SAN	Sanitation	Emergency Lincoln St Repair				65,000																
SAN	Sanitation	Vac truck nozzles with camera (1/2 cost)				19,000		9,500														
SW	Stormwater	Hiawatha infiltration system for phosphorus			10/1/22	1,023,940	50,000		973,940													
SW	Stormwater	Sliplining of pipes (3)				60,000		30,000	30,000													
SW	Stormwater	Old Colchester Box Culvert rehab			9/1/23	100,000			50,000	50,000												
SW	Stormwater	Phosphous Control project South St			3/1/21	170,000				217,600												
SW	Stormwater	Brickyard Rd Catch Basin and outlet retrofit				35,000		35,000														
SW	Stormwater	Failed outlet repairs				35,000		35,000														
SW	Stormwater	Drywell Project 8 Brooks Ave				15,000		15,000														
SW	Stormwater	Vac truck nozzle with camera (1/2 cost)				19,000		9,500														
SW	Stormwater	Drywell Project: 14 Grandview Ave				15,000		15,000														
WA	Water	Meter replacement program					10,284	10,584	10,883	5,591												
WA	Water	Water Pickup Truck #2				41,527	75,000															90,000
WA	Water	Backhoe																				176,983
WA	Water	New/Replacement Valves						50,000														
WW	Wastewater	10 year engineer evaluation				50,000	24,666															
WW	Wastewater	Aeration header replacement Side A/Side B			11/29/22	30,000		25,000														
WW	Wastewater	Automatic Samplers			10/5/22	27,000																
WW	Wastewater	Capital Planning - 20 Year (FY28)																				
WW	Wastewater	Catwalk addition to filter building				60,000		20,000	40,000													
WW	Wastewater	Control Building Pump Gallery Submersible Pumps				25,000																
WW	Wastewater	Digester Cleaning			12/2/22	95,000	54,987															
WW	Wastewater	Effluent Filter Cloths (recurring 5-7 years)			4/1/22	45,000			45,000													
WW	Wastewater	Energy Cons. Measures Design, install.				30,000	10,000	10,000	10,000													
WW	Wastewater	eX-mark Mower																				
WW	Wastewater	Concrete Crack Sealing (annual amount for routine maintenance TBD)				10,000			10,000													
WW	Wastewater	Headworks Screen																				
WW	Wastewater	Lab renovation			11/29/22																	
WW	Wastewater	Oxygen reduction potential controller replacement			12/2/22	14,000																
WW	Wastewater	Digester Block Re-Face				125,000			125,000													
WW	Wastewater	Service truck with body and crane				90,000		90,000														
WW	Wastewater	Vt Phos Challenge PePhlo pilot				250,000	100,000															
WW	Wastewater	Generator for admin building				52,000	52,000															
WW	Wastewater	Digester flare & flame arrestor replacement			12/4/23	230,000	248,400	50,000														
WW	Wastewater	Flow EQ Blowers				40,000	40,000															
WW	Wastewater	Wheel Loader Replacement (2018)																				129,869
WW	Wastewater	Waste Primary Sludge #2 upsize				40,000	40,000															
WW	Wastewater	IT Upgrades				22,000	11,000	16,483														
WW	Wastewater	Process monitoring upgrades				48,000		48,000														
WW	Wastewater	Cogen chiller				55,000		55,000														
WW	Wastewater	Headworks Improvements				40,000		40,000														
WW	Wastewater	Dewatering VFDs				60,000		60,000														
WW	Wastewater	Admin Heating System Glycol refresh				25,000		25,000														

Administrative Charges

Assume 25%
for Admin,
Clerk and IT;
50% for
Finance and
Legislative

<u>Personnel Costs</u>	<u>Payroll/Benefits</u>	<u>WC (0.50% * 16,100 * # FTE)</u>	<u>Total</u>	<u>Legislative</u>
Administration	567,460	322	567,782	141,946
Legislative	13,498	-	13,498	6,749
Clerk	218,191	145	218,336	54,584
Finance	412,269	322	412,591	206,296

Other Costs

Public Officials Liability	8,879	4,440
IT (managed services, tech subs/lic)	211,551	52,888
Lincoln Hall Exp (from buildings department)	63,700	31,850
General Property Insurance	-	-

Total **1,496,337** **498,751**

Allocation based on perceived time spent				FY24	FY25	FY26		
Assumptions	Water	40%		184,005	190,891	199,500.49	4.51%	8,609
	WWTF	20%		92,003	95,446	99,750.25	4.51%	4,305
	Sanitation	40%		184,005	190,891	199,500.49	4.51%	8,609
								21,523
Wastewater Pump Station Maint				33,000	36,000	36,000		

Contract Services			
	<u>Admin</u>	<u>Pump Stations</u>	<u>Total</u>
Water	199,500	-	199,500
WWTF	99,750	-	99,750
Sanitation	199,500	36,000	235,500

Costing Center	254-54-20 - Water Fund						
	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues							
021.000-Water User Fees	1,320,757	1,241,894	1,550,730	1,601,259	1,600,514	1,732,385	131,871
021.001-Water Large User Fees	110,000	125,230	139,263	154,000	194,672	226,909	32,237
024.000-Utility Connection Fee	7,000	2,560	7,000	5,300	7,000	3,000	(4,000)
060.000-Interest Income	800	5,858	800	3,347	1,000	1,000	-
085.000-Penalties	5,000	5,600	5,000	8,041	5,000	5,000	-
098.000-Miscellaneous Revenue	150	4,536	150	278	150	150	-
Total Revenues	1,443,707	1,385,677	1,702,943	1,772,224	1,808,336	1,968,444	160,108
Expenditure							
110.000-Regular Salaries	140,268	123,665	143,158	133,251	146,915	188,406	41,491
120.000-Part Time Salaries	1,382	104	-	3,180	-	-	-
130.000-Overtime	15,082	8,379	19,970	7,359	13,669	24,069	10,400
210.000-Group Insurance	82,964	75,965	84,631	72,065	94,158	105,600	11,442
220.000-Social Security	12,056	10,919	12,717	10,538	12,491	16,476	3,984
225.000-Act 76 Childcare Tax	-	-	-	16	539	711	172
230.000-Retirement	13,902	9,410	14,778	12,152	14,879	19,806	4,927
250.000-Unemployment Insurance	190	353	135	104	184	180	(4)
260.000-Workers Comp insurance	7,101	5,924	7,200	10,349	7,200	7,913	713
290.000-Other Employee Benefits	875	-	-	-	700	800	100
330.000-Professional Services	1,000	1,239	1,000	3,907	1,000	3,121	2,121
335.000-Audit	4,750	3,850	4,806	5,698	5,477	6,706	1,229
410.000-Water and Sewer Charges	200	128	200	153	200	200	-
411.000-Water Purchase - CWD	559,534	636,128	631,689	655,204	722,132	741,352	19,220
430.000-R&M Vehicles and Equipment	4,000	15,831	4,000	10,517	5,000	7,000	2,000
431.000-R&M Buildings	-	-	-	-	-	1,000	1,000
433.000-R&M Infrastructure	16,000	34,333	20,000	9,899	25,000	25,000	-
441.000-Rental of Land or Buildings	150	100	150	100	150	150	-
491.000-Administrative Fees	125,960	125,960	184,005	184,005	190,891	199,500	8,609
500.000-Training, Conferences, Dues	3,000	573	3,000	560	4,500	2,500	(2,000)
505.000-Technology Subscription, Licenses	1,000	2,951	1,000	3,512	2,551	2,609	58
520.000-Insurance	5,765	2,283	6,300	2,925	6,974	7,216	242
521.000-Insurance Deductibles	-	-	1,000	-	1,000	1,000	-
530.000-Communications	2,500	3,760	2,500	2,322	2,500	3,580	1,080
550.000-Printing and Binding	2,000	1,537	2,500	1,766	2,500	2,500	-
560.000-Postage	3,500	3,629	3,500	3,068	3,800	3,800	-
609.000-Safety Supplies	-	-	3,000	-	3,000	3,000	-
610.000-General Supplies	7,000	10,851	7,000	5,797	7,000	10,000	3,000
612.000-Uniforms	1,350	1,581	1,755	1,739	1,350	1,350	-
614.000-Meters and Parts	6,000	824	6,000	28,291	6,000	6,000	-
621.000-Natural Gas/Heating	3,078	2,907	3,000	2,798	3,500	3,500	-
622.000-Electricity	1,400	845	1,400	1,020	1,400	1,400	-
626.000-Gasoline	3,000	2,290	3,000	2,178	3,000	3,000	-
735.000-Technology: Hardware, Software, Equipment	2,700	460	2,700	-	1,676	2,000	324
750.000-Machinery and Equipment	6,000	-	7,000	1,675	7,000	7,000	-
920.000-Transfer between funds (capital)	410,000	410,000	460,000	460,000	510,000	560,000	50,000
955.000-Interest on Long Term Debt	-	-	59,850	-	-	-	-
Total Expenditure	1,443,707	1,496,776	1,702,943	1,636,145	1,808,336	1,968,444	160,107
Net Water Fund	-	111,098	-	(136,079)	0	-	0
Notes:							
1. \$50,000 planned increase in capital transfer.							
2. Payroll expenses are increased from prior years as we have updated various position allocations among Streets, Water and Sanitation to more accurately reflect where time							

Costing Center		255-55-30 - WWTF						
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues								
022.000-Tri-Town: WWTF Charge - City Users		921,161	855,052	964,646	1,018,898	1,075,639	1,253,261	177,622
022.001-City: Septage Discharge		20,000	54,115	50,000	183,938	55,000	55,000	-
022.002-City: Leachate Revenues		500	1,568	500	3,567	1,000	1,000	-
025.001-Tri-Town: WWTF Charge - Essex		649,661	649,661	746,504	746,504	753,285	804,313	51,028
025.002-Tri-Town: WWTF Charge - Williston		853,286	853,401	1,095,511	1,095,511	1,030,988	1,047,315	16,327
025.003-Tri-Town: Shared Septage		10,000	27,058	20,000	-	25,000	25,000	-
025.004-Tri-Town: Shared Leachate		100	784	100	-	100	100	-
025.005-Tri-Town: Village Pump Station Inspection Fees		36,000	36,000	36,000	36,000	36,000	36,000	-
060.000-Interest Income		-	26,433	-	65,193	-	-	-
085.000-Penalties		3,500	3,985	3,500	5,327	3,500	3,500	-
098.000-Miscellaneous Revenue		-	4,375	-	26,411	-	-	-
Total Revenues		2,494,208	2,512,432	2,916,761	3,181,350	2,980,512	3,225,489	244,977
Expenditure								
110.000-Regular Salaries		445,885	402,863	493,131	413,940	467,036	506,716	39,680
120.000-Part Time Salaries		-	1,950	-	16,716	8,880	8,880	-
130.000-Overtime		50,000	41,276	44,955	48,215	44,888	47,963	3,075
210.000-Group Insurance		178,057	97,397	162,045	94,514	157,225	176,434	19,210
220.000-Social Security		38,102	37,067	42,912	38,646	41,515	45,795	4,280
225.000-Act 7 Childcare Tax		-	-	-	83	1,791	1,975	185
230.000-Retirement		44,364	41,735	46,817	40,459	45,999	50,558	4,559
250.000-Unemployment Insurance		720	1,323	527	386	672	534	(138)
260.000-Workers Comp insurance		22,462	17,049	25,400	29,771	25,400	25,152	(248)
290.000-Other Employee Benefits		2,159	-	-	-	3,150	3,600	450
320.000-Legal Services		3,000	3,152	3,000	855	3,000	3,000	-
330.000-Professional Services		5,500	22,287	12,000	24,213	8,300	7,000	(1,300)
335.000-Audit		4,500	3,675	4,553	5,401	5,188	6,353	1,165
340.000-Technical Services		40,000	44,298	40,000	4,091	26,250	15,750	(10,500)
340.001-Lab Testing		-	-	-	10,546	-	-	-
410.000-Water and Sewer Charges		4,000	3,076	4,000	3,580	3,500	3,605	105
NEW-Stormwater Charges		-	-	-	-	-	4,088	4,088
421.000-Grit Disposal		16,000	17,513	16,500	14,773	17,600	18,000	400
430.000-R&M Vehicles and Equipment		4,000	2,734	4,000	904	3,000	1,500	(1,500)
431.00-R&M Buildings		-	-	3,000	19,927	26,625	50,000	23,375

Costing Center	255-55-30 - WWTF							
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
435.000-Cogen		-	-	-	-	35,000	40,000	5,000
442.000-Rental of Vehicles or Equipment		-	1,370	1,500	2,212	3,384	3,400	16
491.000-Administrative Fees		62,980	62,980	106,003	106,003	95,446	99,750	4,304
500.000-Training, Conferences, Dues		7,500	5,480	8,500	8,775	9,000	8,800	(200)
505.000-Technology Subscription, Licenses		1,925	10,941	3,000	38,336	16,405	11,783	(4,622)
510.000-Permits, Licenses, Registrations		9,900	12,775	11,000	10,610	11,000	12,225	1,225
520.000-Insurance		38,605	41,794	39,800	51,731	44,059	42,427	(1,632)
530.000-Communications		6,400	10,634	12,675	16,383	12,620	17,500	4,880
540.000-Advertising		-	-	-	-	750	1,350	600
567.000-Biosolids Land Application		190,000	156,005	190,000	217,538	205,200	240,000	34,800
568.000-Biosolids Subcontractor		150,000	198,632	255,000	283,731	305,046	295,000	(10,046)
570.000-Other Purchased Services		130,000	132,566	195,000	190,214	140,000	145,000	5,000
609.000-Safety Supplies		-	-	3,000	2,652	3,000	3,000	-
610.000-General Supplies		10,000	9,464	12,000	8,313	9,000	8,500	(500)
611.000-Small Tools & Equipment		-	-	-	-	5,000	5,000	-
612.000-Uniforms		5,000	5,816	7,898	4,660	7,050	7,050	-
618.000-Laboratory Supplies		20,000	19,889	22,000	20,363	28,000	28,000	-
619.000-Chemicals		355,000	467,512	500,000	487,159	495,000	525,000	30,000
621.000-Natural Gas/Heating		25,650	24,010	25,650	18,985	25,500	21,000	(4,500)
622.000-Electricity		175,000	204,567	170,000	169,424	170,000	170,000	-
626.000-Gasoline		3,500	3,937	4,500	2,715	4,250	2,800	(1,450)
735.000-Technology: Hardware, Software, Equipment		-	-	6,396	-	4,284	18,750	14,466
910.000-Transfer between funds (non-capital)		-	1,500	-	1,500	1,500	1,500	-
920.000-Transfer between funds (capital)		420,000	420,000	440,000	440,000	460,000	480,000	20,000
Total Expenditure		2,470,209	2,527,265	2,916,761	2,848,325	2,980,513	3,164,738	184,226
<i>Net Wastewater Fund</i>		<i>23,999</i>	<i>(14,832)</i>	<i>(0)</i>	<i>333,025</i>	<i>(1)</i>	<i>60,751</i>	<i>60,751</i>
Notes:								
1. New stormwater fee estimated at \$4,088.								
2. Higher flow through the facility results in increased costs, primarily in biosolid land application and chemicals.								
3. \$20,000 planned increase in capital transfer not included in order to cover scheduled IT replacements.								

Costing Center		256-56-40 - Sanitation						
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues								
023.000-Sanitation User Fees		700,325	657,506	778,137	837,030	887,899	1,032,902	145,003
023.001-Essex Pump Station Fees		35,625	26,825	33,125	25,829	33,500	54,375	20,875
023.002-Two Party Agreement Revenue		15,000	15,000	15,000	15,000	15,000	15,000	-
024.000-Utility Connection Fee		30,000	8,000	30,000	131,550	30,000	30,000	-
026.000-Allocation Fee		-	-	-	8,960	-	-	-
060.000-Interest Income		5,000	23,182	5,000	54,433	5,000	5,000	-
085.000-Penalties		2,500	3,160	3,000	4,305	3,000	3,000	-
098.000-Miscellaneous Revenue		3,000	-	500	907	-	-	-
Total Revenues		791,450	733,673	864,762	1,078,013	974,399	1,140,277	165,878
Expenditure								
110.000-Regular Salaries		124,788	134,576	126,885	128,119	134,743	174,975	40,232
120.000-Part Time Salaries		1,382	104	-	3,180	-	-	-
130.000-Overtime		13,574	12,066	19,369	14,553	20,392	24,246	3,854
210.000-Group Insurance		63,266	74,883	40,894	35,913	43,997	63,587	19,589
220.000-Social Security		10,755	11,294	11,792	10,803	12,497	16,197	3,700
225.000-Act 76 Childcare Tax		-	-	-	21	539	699	160
230.000-Retirement		12,356	10,561	13,798	12,170	14,934	19,618	4,684
250.000-Unemployment Insurance		190	353	135	87	143	180	37
260.000-Workers Comp insurance		6,330	5,421	6,100	9,464	6,100	8,419	2,319
290.000-Other Employee Benefits		840	-	-	-	700	800	100
330.000-Professional Services		1,000	2,236	4,000	5,337	6,000	6,242	242
335.000-Audit		2,500	2,100	2,529	3,001	2,882	3,529	647
340.000-Technical Services		-	-	9,000	6,720	14,800	14,500	(300)
410.000-Water and Sewer Charges		500	354	500	403	500	500	-
430.000-R&M Vehicles and Equipment		2,000	868	2,000	-	2,000	2,000	-
431.000-R&M Buildings & Grounds		14,000	14,677	6,000	2,579	6,000	6,000	-
433.000-R&M Infrastructure		6,000	16,658	16,000	15,460	5,000	15,000	10,000
434.000-R&M Pump Stations		-	-	-	10,048	12,000	22,500	10,500
434.001-Susie Wilson PS Costs		15,000	9,015	14,000	13,029	11,500	12,000	500
434.002-West Street PS Costs		17,000	12,883	15,000	17,969	13,500	12,000	(1,500)
441.000-Rental of Land or Buildings		1,700	4,758	1,800	1,988	1,800	2,048	248
491.000-Administrative Fees		161,960	161,960	220,005	220,005	226,891	235,500	8,609
500.000-Training, Conferences, Dues		200	92	4,500	-	2,000	2,000	-

Costing Center		256-56-40 - Sanitation						
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
505.000-Technology Subscription, Licenses		750	1,757	750	4,314	1,668	1,726	58
520.000-Insurance		3,457	1,778	5,700	2,462	6,310	3,402	(2,908)
521.000-Insurance Deductibles		1,000	-	1,000	1,000	1,000	1,000	-
530.000-Communications		-	-	-	-	-	1,080	1,080
550.000-Printing and Binding		-	-	1,500	95	-	-	-
560.000-Postage		5,750	7,336	5,750	6,229	6,000	6,180	180
609.000-Safety Supplies		-	-	3,000	-	3,000	3,000	-
610.000-General Supplies		1,000	2,430	1,000	625	1,000	2,500	1,500
612.000-Uniforms		1,350	1,841	1,755	631	1,350	1,350	-
621.000-Natural Gas/Heating		2,052	1,287	2,000	1,331	1,500	1,500	-
622.000-Electricity		14,000	9,132	13,000	15,867	12,000	16,000	4,000
626.000-Gasoline		4,000	5,276	4,500	5,341	6,000	6,500	500
735.000-Technology: Hardware, Software, Equipment		3,000	-	3,000	-	3,403	3,500	97
750.000-Machinery and Equipment		5,000	-	5,000	-	5,000	5,000	-
920.000-Transfer between funds (capital)		95,000	95,000	95,000	95,000	172,000	222,000	50,000
Total Expenditure		591,700	600,692	657,262	643,741	759,149	917,277	158,128
<i>Net Sanitation Fund</i>		<i>199,750</i>	<i>132,981</i>	<i>207,500</i>	<i>434,272</i>	<i>215,250</i>	<i>223,000</i>	<i>7,750</i>
Notes:								
1. \$50,000 planned increase in capital transfer.								
2. Payroll expenses are increased from prior years as we have updated various position allocations among Streets, Water and Sanitation to more accurately reflect where time is								

Costing Center		257-57-50 - Stormwater Fund							
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	Anticipated 2025 Budget	2026 Budget	\$ Change	
Revenues									
	024.000-Stormwater User Fees	-	-	-	-	-	448,057	448,057	
	060.000-Interest Income	-	-	-	-	-	-	-	
	085.000-Penalties	-	-	-	-	-	-	-	
	090.000-Transfer between Town/Village	-	-	-	-	-	-	-	
	098.000-Miscellaneous Revenue	-	-	-	-	-	-	-	
Total Revenues		-	-	-	-	-	448,057	448,057	
Expenditure									
	110.000-Regular Salaries	-	-	-	-	95,969	99,249	3,280	
	120.000-Part Time Salaries	-	-	-	-	8,880	17,760	8,880	
	210.000-Group Insurance	-	-	-	-	18,690	42,750	24,060	
	220.000-Social Security	-	-	-	-	8,125	9,048	923	
	225.000-Act 76 Childcare Tax	-	-	-	-	117	390	273	
	230.000-Retirement	-	-	-	-	8,428	8,968	540	
	250.000-Unemployment Insurance	-	-	-	-	7	50	51	
	260.000-Workers Comp insurance	-	-	-	-	2,200	6,617	4,417	
	290.000-Other Employee Benefits	-	-	-	-	350	400	50	
	320.000-Legal Services	-	-	-	-	-	3,000	3,000	
	330.000-Professional Services	-	-	-	-	62,000	20,000	(42,000)	
	335.000-Audit	-	-	-	-	-	-	-	
	451.000-Summer Construction Services	-	-	-	-	35,000	20,000	(15,000)	
	491.000-Administrative Fees	-	-	-	-	-	-	-	
	500.000-Training, Conferences, Dues	-	-	-	-	5,000	2,000	(3,000)	
	510.000-Permit/License/Registration	-	-	-	-	19,000	18,250	(750)	
	520.000-Insurance	-	-	-	-	-	-	-	
	540.000-Advertising	-	-	-	-	-	1,250	1,250	
	570.000-Other Purchased Services	-	-	-	-	5,000	5,000	-	
	575.000-Storm Sewer Maintenance	-	-	-	-	45,000	20,000	(25,000)	
	580.000-Travel	-	-	-	-	3,000	1,500	(1,500)	
	612.000-Uniforms	-	-	-	-	-	675	675	
	830.000-Regular Programs	-	-	-	-	1,200	900	(300)	
	899.000-Matching Grant Funds	-	-	-	-	35,250	45,250	10,000	
	920.000-Transfer between funds (capital)	-	-	-	-	-	125,000	125,000	
Total Expenditure		-	-	-	-	353,216	448,057	94,841	
<i>Net Stormwater Fund</i>		-	-	-	-	<i>(353,216)</i>	-	<i>353,216</i>	
Notes:									
1. Stormwater was previously included as a department within the General Fund budget. FY26 will be the first year the Stormwater Fund will operate independently as an enterprise fund, therefore there is no historical budget/actual data to present. FY25 figures represent an anticipated budget for the enterprise fund that staff developed for illustrative purposes only during the FY25 budget preparation process.									

FY26 EJRP Program Summary								
	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change	% Change
Revenues								
Admin	-	266,621	-	483,159	-	-	-	n/a
Pool	167,664	153,001	158,339	150,408	172,327	164,540	(7,787)	-5%
Parks	12,549	30,644	18,379	22,236	32,489	26,440	(6,049)	-19%
Programs	359,368	482,165	435,210	466,754	543,955	594,095	50,140	9%
After School	1,386,548	1,343,667	1,510,734	1,708,625	1,671,432	1,914,553	243,121	15%
Preschool	397,508	396,284	438,868	317,210	624,996	706,353	81,357	13%
Summer Day Camp	538,825	571,617	618,635	684,076	689,296	961,280	271,984	39%
Total Revenues	2,862,462	3,243,998	3,180,165	3,832,468	3,734,495	4,367,261	632,766	17%
Expenditures								
Admin	177,329	201,901	88,020	159,007	150,295	103,959	(46,336)	-31%
Pool	157,818	148,072	155,939	160,895	165,459	172,788	7,330	4%
Parks	34,158	33,301	36,648	95,239	36,974	38,012	1,038	3%
Programs	294,954	422,569	496,069	509,320	626,079	671,919	45,840	7%
After School	1,285,454	1,204,802	1,382,302	1,329,118	1,551,595	1,786,689	235,094	15%
Preschool	407,409	404,675	450,933	598,724	627,757	730,387	102,630	16%
Summer Day Camp	504,712	458,265	586,935	670,705	674,779	919,664	244,885	36%
Total Expenditures	2,861,834	2,873,585	3,196,846	3,523,009	3,832,937	4,423,418	590,481	15%

Costing Center		259-30-10 - EJRP Programs Admin								
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change	FY25 Notes	
Revenues										
	040.000-Intergov: Federal Grant	-	21,750	-	113,071	-	-	-		
	040.832-Federal Grant ARPA	-	229,710	-	-	-	-	-		
	041.000-State and Other Grant Revenue	-	-	-	329,785	-	-	-		
	060.000-Interest Income	-	15,161	-	40,302	-	-	-		
	098.000-Miscellaneous Revenue	-	-	-	-	-	-	-		
Total Revenues		-	266,621	-	483,159	-	-	-		
Expenditure										
	110.000-Regular Salaries	51,064	52,109	-	(1,634)	-	-	-		
	120.000-Part Time Salaries	-	448	-	-	-	-	-		
	210.000-Group Insurance	24,865	350	-	-	-	-	-		
	220.000-Social Security	3,906	4,221	-	(146)	-	-	-		
	225.000-Act 76 Childcare Tax	-	-	-	-	-	-	-		
	230.000-Retirement	4,085	4,258	-	(162)	-	-	-		
	250.000-Unemployment Insurance	-	-	4,282	2,599	4,154	5,231	1,077	based on actual CY2024	
	260.000-Workers Comp insurance	40,552	29,838	50,000	37,741	50,000	89,072	39,072	estimate	
	330.000-Professional Services	6,000	3,980	4,500	1,815	4,500	-	(4,500)		
	442.000-Rental of Vehicles or Equipment	2,135	7,300	2,135	6,953	1,968	1,968	(0)	add copier lease for 2nd Maple St copier	
	500.000-Training, Conferences, Dues	15,549	19,100	9,500	8,447	9,500	5,500	(4,000)		
	505.000-Technology Subscriptions, Licenses	-	-	-	19,656	17,570	1,835	(15,735)	Kofax \$1,978, Questica \$3,087	
	550.000-Printing and Binding	22,220	9,674	10,500	8,866	10,500	-	(10,500)		
	560.000-Postage	6,953	5,627	7,103	4,032	7,103	353	(6,750)		
	561.000-Credit Card Processing Fees	-	64,996	-	66,358	-	-	-		
	910.000-Transfer Between Funds (non-capital)	-	-	-	4,483	45,000	-	(45,000)		
Total Expenditure		177,329	201,901	88,020	159,007	150,295	103,959	(46,336)		
Net EJRP Program Fund		(177,329)	64,720	(88,020)	324,152	(150,295)	(103,959)			

Costing Center		259-30-11 - EJRP Pool						
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues								
	020.304-Pool Day Admissions	72,444	72,226	68,444	65,901	79,581	74,333	(5,248)
	020.305-Pool Memberships	43,296	40,057	40,843	45,992	44,315	44,988	673
	020.306-Swim Lessons	51,924	40,718	49,052	38,515	48,431	45,219	(3,212)
Total Revenues		167,664	153,001	158,339	150,408	172,327	164,540	(7,787)
Expenditure								
	120.000-Part Time Salaries	108,694	88,583	108,972	101,192	117,879	115,130	(2,749)
	130.000-Overtime	-	6,762	-	3,050	-	-	-
	220.000-Social Security	8,316	7,294	8,336	7,975	9,018	8,807	(210)
	225.000-Act 76 Childcare Tax	-	-	-	88	389	380	(9)
	250.000-Unemployment Insurance	-	-	-	-	-	-	-
	260.000-Workers Comp insurance	-	-	-	-	-	-	-
	330.000-Professional Services	6,580	6,168	5,080	779	5,194	1,486	(3,708)
	410.000-Water and Sewer Charges	2,701	1,877	-	-	-	-	-
	431.000-R&M Buildings and Grounds	25,887	32,737	29,189	43,625	28,847	39,708	10,861
	505.000-Technology Subscriptions, Licenses	-	-	-	-	-	629	629
	550.000-Printing and Binding	-	-	-	-	-	420	420
	560.000-Postage	-	-	-	-	-	270	270
	610.000-General Supplies	5,640	4,652	4,362	4,186	4,132	3,832	(300)
	910.000-Transfer Between Funds (non-capital)	-	-	-	-	-	2,126	2,126
Total Expenditure		157,818	148,072	155,939	160,895	165,459	172,788	7,330
Net EJRP Program Fund		9,846	4,929	2,400	(10,487)	6,868	(8,248)	

Costing Center		259-30-12 - EJP Programs Parks and Facilities						
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues								
	020.308-Facility & Field Rental	12,549	29,684	18,379	22,236	32,489	26,440	(6,049)
	050.000-Donations	-	960	-	-	-	-	-
Total Revenues		12,549	30,644	18,379	22,236	32,489	26,440	(6,049)
Expenditure								
	120.000-Part Time Salaries	7,922	4,016	7,922	2,835	9,422	10,383	961
	220.000-Social Security	606	307	606	217	721	794	74
	225.000-Act 76 Childcare Tax	-	-	-	2	31	34	3
	330.000-Professional Services	13,110	11,698	9,000	17,743	9,000	9,000	-
	442.000-Rental of Vehicles or Equipment	7,200	7,892	13,800	10,830	13,800	13,800	-
	500.000-Training, Conferences, Dues	4,000	7,207	4,000	4,647	4,000	4,000	-
	530.000-Communications	1,320	1,320	1,320	1,320	-	-	-
	610.000-General Supplies	-	239	-	57,645	-	-	-
	830.000-Regular Supplies	-	621	-	-	-	-	-
Total Expenditure		34,158	33,301	36,648	95,239	36,974	38,012	1,038
Net EJP Program Fund		(21,609)	(2,657)	(18,269)	(73,003)	(4,485)	(11,572)	

Costing Center		259-30-14 - EJRP Recreation Programs						
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues								
	020.311-Youth Programs	203,155	330,287	250,040	299,255	361,480	399,745	38,265
	020.312-Adult Programs	129,663	136,134	146,320	164,399	147,575	156,800	9,225
	050.000-Donation Revenue	26,550	1,594	38,850	3,100	34,900	20,050	(14,850)
	050.150-Donations - Memorial Day Parade	-	14,150	-	-	-	-	-
	091.000-Transfer from Other Funds	-	-	-	-	-	17,500	17,500
Total Revenues		359,368	482,165	435,210	466,754	543,955	594,095	50,140
Expenditure								
	110.000-Regular Salaries	-	4,626	53,745	56,425	56,163	58,320	2,156
	120.000-Part Time Salaries	14,400	13,215	30,968	16,982	52,922	21,284	(31,638)
	210.000-Group Insurance	-	-	25,158	350	27,393	42,844	15,452
	220.000-Social Security	1,102	1,361	6,507	5,589	8,391	6,141	(2,251)
	225.000-Act 76 Childcare Tax	-	-	-	12	362	265	(97)
	230.000-Retirement	-	-	4,434	4,821	4,945	3,523	(1,422)
	290.000-Other Employee Benefits	-	-	350	-	350	400	50
	330.000-Professional Services	241,880	336,591	329,262	372,076	433,805	474,238	40,433
	410.000-Water and Sewer Charges	800	649	800	1,104	1,500	1,500	-
	431.000-R&M Buildings and Grounds	800	504	1,300	-	1,300	1,300	-
	441.000-Rental of Land or Buildings	600	-	-	-	-	-	-
	442.000-Rental of Vehicles or Equipment	900	2,818	2,000	(2,365)	2,000	2,000	-
	500.000-Training, Conferences, Dues	750	1,180	6,784	4,989	8,077	6,750	(1,327)
	505.000-Technology Subscriptions, Licenses	-	-	-	-	-	2,360	2,360
	530.000-Communications	-	-	-	660	1,098	540	(558)
	540.000-Advertising	200	150	-	-	-	-	-
	550.000-Printing and Binding	-	-	-	-	-	1,575	1,575
	560.000-Postage	-	-	-	-	-	1,013	1,013
	580.000-Travel	-	-	-	-	-	-	-
	610.000-General Supplies	30,610	52,955	34,761	37,075	27,773	32,393	4,620
	831.000-Special or New Programs	2,912	-	-	-	-	-	-
	850.150-Memorial Day Parade	-	8,521	-	11,602	-	7,500	7,500

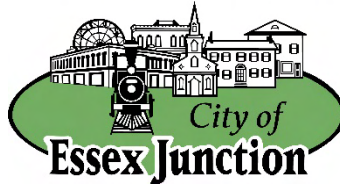
Costing Center		259-30-14 - EJRP Recreation Programs						
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
	910.000-Transfer Between Funds (non-capital)	-	-	-	-	-	7,973	7,973
Total Expenditure		294,954	422,569	496,069	509,320	626,079	671,919	45,840
Net EJRP Program Fund		64,414	59,596	(60,859)	(42,566)	(82,124)	(77,824)	

Costing Center		259-30-15 - EJRP After School Care						
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues								
	020.311-Youth Programs	-	-	-	-	-	-	-
	020.313-Childcare	1,247,624	1,232,847	1,369,027	1,592,856	1,500,072	1,743,980	243,908
	020.315-Shared Staffing Contract	138,924	110,820	141,707	115,769	171,360	170,573	(787)
Total Revenues		1,386,548	1,343,667	1,510,734	1,708,625	1,671,432	1,914,553	243,121
Expenditure								
	110.000-Regular Salaries	483,791	456,161	561,969	413,774	576,341	669,664	93,323
	120.000-Part Time Salaries	390,955	363,635	379,133	516,141	491,920	429,246	(62,674)
	130.000-Overtime	-	7,383	-	2,863	-	-	-
	150.000-Shared Employee Expense	-	-	-	-	-	-	-
	210.000-Group Insurance	95,989	108,884	135,435	102,381	122,197	204,294	82,097
	220.000-Social Security	64,612	62,163	72,289	71,926	83,264	86,208	2,944
	225.000-Act 76 Childcare Tax	-	-	-	54	3,592	3,719	127
	230.000-Retirement	44,165	47,297	43,846	42,605	58,286	65,662	7,377
	250.000-Unemployment Insurance	-	-	-	-	-	-	-
	260.000-Workers Comp insurance	-	-	-	-	-	-	-
	290.000-Other Employee Benefits	4,200	-	3,850	-	3,850	5,200	1,350
	330.000-Professional Services	31,480	36,178	51,917	50,379	96,400	101,800	5,400
	500.000-Training, Conferences, Dues	36,940	13,502	25,045	25,936	33,241	45,339	12,098
	505.000-Technology Subscriptions, Licenses	-	-	-	-	-	6,609	6,609
	530.000-Communications	5,700	12,860	7,920	11,083	7,920	7,560	(360)
	540.000-Advertising	-	-	-	-	-	3,000	3,000
	550.000-Printing and Binding	-	-	-	-	-	4,410	4,410
	560.000-Postage	-	-	-	-	-	2,835	2,835
	580.000-Travel	54,380	20,421	20,100	8,817	-	-	-
	610.000-General Supplies	53,286	74,482	57,792	81,993	69,084	123,316	54,232
	626.000-Gasoline	2,650	1,836	5,500	1,164	5,500	5,500	-
	750.000-Machinery & Equipment	-	-	-	-	-	-	-
	751.000-Vehicle Purchase	-	-	17,506	-	-	-	-
	910.000-Transfer Between Funds (non-capital)	-	-	-	-	-	22,327	22,327

Costing Center		259-30-15 - EJRP After School Care						
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
975.000-Interest Expense - Leases		17,306	-	-	-	-	-	-
995.000-Interest on Cash		-	-	-	-	-	-	-
Total Expenditure		1,285,454	1,204,802	1,382,302	1,329,118	1,551,595	1,786,689	235,094
Net EJRP Program Fund		101,094	138,865	128,432	379,508	119,837	127,864	

Costing Center		259-30-16 - EJRP Preschool							
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change	FY25 Notes
Revenues									
	020.313-Childcare	397,508	396,284	438,868	317,210	624,996	706,353	81,357	
Total Revenues		397,508	396,284	438,868	317,210	624,996	706,353	81,357	
Expenditure									
	110.000-Regular Salaries	203,065	223,650	249,948	253,034	351,704	375,640	23,935	
	120.000-Part Time Salaries	37,480	22,690	12,186	11,987	14,024	29,493	15,469	
	130.000-Overtime	-	276	-	759	-	-	-	
	210.000-Group Insurance	112,206	85,888	126,922	83,619	131,414	182,985	51,572	
	220.000-Social Security	18,509	18,547	20,187	21,044	28,504	32,759	4,255	
	225.000-Act 76 Childcare Tax	-	-	-	38	1,230	1,413	184	
	230.000-Retirement	20,307	13,484	23,098	24,030	32,564	30,732	(1,832)	
	250.000-Unemployment Insurance						-	-	
	260.000-Workers Comp insurance							-	
	290.000-Other Employee Benefits	1,400	-	1,750	-	2,450	2,800	350	
	330.000-Professional Services	3,114	7,862	3,114	121,016	6,665	4,525	(2,140)	
	420.000-Cleaning Services	-	-	-	-	32,500	32,500	-	add \$32,500 from GF for cleaning
	431.000-R&M Buildings and Grounds	-	-	-	38,418	-	-	-	
	442.000-Rental of Vehicles or Equipment	-	-	-	713	1,860	1,860	(0)	copier lease for Park St
	500.000-Training, Conferences, Dues	5,100	8,296	7,500	5,932	11,750	11,750	-	
	505.000-Technology Subscriptions, Licenses	-	-	-	-	-	2,675	2,675	
	530.000-Communications	-	-	-	335	-	-	-	
	550.000-Printing and Binding	-	-	-	-	-	1,785	1,785	
	560.000-Postage	-	-	-	-	-	1,148	1,148	
	580.000-Travel	1,728	-	1,728	-	2,592	1,536	(1,056)	
	610.000-General Supplies	4,500	23,982	4,500	37,798	10,500	7,750	(2,750)	add \$4500 from GF for cleaning supplies
	910.000-Transfer Between Funds (non-capital)	-	-	-	-	-	9,036	9,036	
Total Expenditure		407,409	404,675	450,933	598,724	627,757	730,387	102,630	
Net EJRP Program Fund		(9,901)	(8,391)	(12,065)	(281,514)	(2,761)	(24,034)		

Costing Center		259-30-17 - EJRP Summer Day Camps						
		2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2026 Budget	\$ Change
Revenues								
	020.313-Childcare	538,825	571,617	618,635	684,076	689,296	961,280	271,984
Total Revenues		538,825	571,617	618,635	684,076	689,296	961,280	271,984
Expenditure								
	110.000-Regular Salaries	60,195	18,266	73,501	49,958	72,644	85,671	13,027
	120.000-Part Time Salaries	308,642	283,585	355,071	384,337	420,770	536,093	115,323
	130.000-Overtime	-	13,310	-	19,624	-	-	-
	220.000-Social Security	28,215	24,192	32,786	33,865	37,746	47,565	9,819
	225.000-Act 76 Childcare Tax	-	-	-	491	1,628	2,052	424
	250.000-Unemployment Insurance						-	-
	260.000-Workers Comp insurance							-
	330.000-Professional Services	8,905	25,881	64,585	57,570	111,981	163,066	51,085
	505.000-Technology Subscriptions, Licenses						3,462	3,462
	550.000-Printing and Binding						2,310	2,310
	560.000-Postage						1,485	1,485
	580.000-Travel	72,240	62,967	34,300	34,892	-	-	-
	610.000-General Supplies	26,515	30,064	26,692	89,968	30,009	66,267	36,258
	626.000-Gasoline	-	-	-	-	-	-	-
	910.000-Transfer Between Funds (non-capital)						11,693	11,693
Total Expenditure		504,712	458,265	586,935	670,705	674,779	919,664	244,885
Net EJRP Program Fund		34,113	113,351	31,700	13,371	14,517	41,616	



Memo

To: City Council
From: Chelsea Mandigo, Water Quality Superintendent
Meeting Date: February 12, 2025
Agenda Item: Discussion and Consideration of the Necessity Resolution for the West St, River St & Maple St Pump Station Retrofit Bond Vote and Clean Water State Revolving Fund Application

Issue: To add a bond vote question to the ballot for the Annual Meeting Day 2025 to fund three critical pump station retrofit projects.

Discussion: I am requesting that a bond vote be added to the ballot for Annual Meeting for the public to consider funding for three critical pump station retrofit projects. These retrofits are necessary to maintain and enhance the reliability of our municipal infrastructure and to ensure the continued safe and efficient operation of our collection system. The request is for the bond vote to be on the Annual Meeting Day 2025 ballot. The bond is necessary for these projects due to inadequate funding in the Sanitation Capital Fund. The alternative to not acquiring a bond for these projects would be to wait until there is sufficient funds, however delaying these infrastructure projects would only increase the costs of the projects.

The three pump stations in need of retrofitting are:

1. *West Street Pump Station:* This station is one of the largest in the city in terms of the volume of flow it handles. It is also the only station without emergency storage due to the elevation of the surrounding homes. The station was installed in 1968, with the last internal equipment upgrade occurring in 1983. An emergency generator was incorporated in 2001, a new control panel was added in 2021, and chemical odor control was installed in 2010. The proposed project involves installing a larger wet well, a new recessed package pump station (instead of the current underground setup), a new control panel, connections to the collection system, flow meter and an emergency generator.
2. *River Street Pump Station:* This station was installed in 1973 and has had no upgrades to equipment other than a new control panel above ground in 2015. The project would involve installing a new wet well structure with two submersible pumps on rails, a valve vault, and related controls.
3. *Maple Street Pump Station:* This station was installed in 1973 and has had no upgrades to equipment other than a new control panel above ground in the early 2000s. The project would involve installing a new wet well structure with two submersible pumps on rails, a valve vault, and related controls.

The proposed retrofits are essential for several reasons: 1) Reliability: These stations are beyond their expected life and are increasingly at risk of failure, which could lead to increased emergency maintenance costs like witnessed with West St PS pump #2 last year. 2) Efficiency: Upgrades will improve energy efficiency, reduce operational costs, and extend the life of critical infrastructure. 3) Public Safety: Upgrades will ensure the systems can handle future demands and improve the overall safety of the community by minimizing the risk of pump station failures, human health, and water quality issues.

Cost: The total estimated cost for all three retrofits is \$3.8 million however, they will be designed and bid as two projects due to cost sharing with the Town of Essex (Town) for one of the stations: Project #1 West St Pump Station Retrofit (with the Town) and Project #2 River St and Maple St Pump Stations Retrofits (City only). See attached Cost Estimate Summary sheets. It should be noted we are recommending that we ask the voters for the authority to bond for more than what is estimated for West St Pump Station because this is a large complex project (one of the largest pump stations in the City), and we want to ensure we are including enough for inflation.

Pump Station	Total Cost	Cost Breakdown by Municipality
West Street	\$2.5 Million	70% Town of Essex 30% City of Essex Junction
Maple Street and River Street	\$ 1.3 Million	100% City of Essex Junction

West Street Pump Station

The Two-party agreement written in 1975 details the cost-sharing arrangements between the City and the Town for shared collection systems and pump stations. For the pump station, the costs for maintaining have been based on flow proportions through the station per the 1975 agreement. For a long time, the cost share has been split 75% Town and 25% City with no reassessment of the flow proportions. Because of this large project, the City and Town worked together to conduct an assessment to verify flow proportions based on the pump run hours and pump rates, as there is no flow meter at the station. The assessment revealed that the flow proportions have shifted to approximately 70% for the Town of Essex and 30% for the City of Essex Junction.

This new ratio of 70% Town/30% City is being recommended for the cost split for the retrofit project however the ratio may vary over the life of the debt. Staff will continue to work with the Town of Essex to determine future cost sharing and update the 1975 Two-Party Agreement for Council approval at a future meeting. For this project, an amendment for the Two-party agreement is being drafted to outline the cost sharing of the project.

NOTE: The updated project cost estimates, inflation projections, bond interest estimates, and Town share allocations were not available in time for the preparation of this packet therefore the Sanitation Capital Reserve projection included in this packet does not reflect the updated debt cost or Town share of the debt. Staff is working to update this data and will strive to have information in advance of the Council meeting on 2/12.

River St Pump Station and Maple Street Pump Station

The City is responsible for the entire cost of retrofitting these two stations. Since they will have nearly identical layouts and designs, they will be bid as a single project to potentially achieve cost savings.

Clean Water State Revolving Fund Application

Last year the application for the State Fiscal Year (SFY) 2025 priority list for the State of Vermont Clean Water State Revolving Fund was submitted and approved for both the planning, final design, and construction of all 3 retrofit projects. However, because we chose to delay having a bond vote for these projects until this spring, we were not moved forward on the list for final design or construction funds under the SFY 2025. This means we must resubmit the application to be put on the priority list for this coming SFY 2026. The application is due February 14th.

Recommendation:

It is recommended that the Council adopt a resolution *that the public interest or necessity demands the retrofit of three pump stations in the City located on West St, Maple St, and River St. and that the \$3.8 million will be too great to be paid out of the ordinary annual income and revenue, and a proposition of incurring a bonded debt to pay for public*

improvements will be submitted to the qualified voters of the City at the Annual City Election on April 8, 2025.
(Wording in italics is taken from VSA 24, Section 1755).

It is further recommended that the Council authorize the City Manager to submit the priority list application to the Clean Water State Revolving Fund State Fiscal Year 2026 for these projects.

Recommended Motions

“I move the Council adopt a resolution *that the public interest or necessity demands the retrofit of three pump stations in the City located on West St, Maple St, and River St. and that the \$3.8 million will be too great to be paid out of the ordinary annual income and revenue, and a proposition of incurring a bonded debt to pay for public improvements will be submitted to the qualified voters of the City at Annual City Election on April 8, 2025.* (Wording in italics is taken from VSA 24, Section 1755).”

AND

“I move that the City Council authorize the City Manager to resubmit the priority list application to the Clean Water State Revolving Fund State Fiscal Year 2026 for final design and construction of the retrofit projects of three pump stations-West St, Maple St, and River St. ”

Attachments

Cost Estimates

Resolution of Necessity for Retrofit of Pump Stations

**City of Essex Junction
West Street Improvements
Total Project Cost Summary
2/6/2025**

ITEM DESCRIPTION	ESTIMATED COST
CONSTRUCTION	
West Street Pump Station	\$ 1,700,000
CONSTRUCTION SUBTOTAL	\$ 1,700,000
CONSTRUCTION CONTINGENCY	
Construction Contingency (15%)	\$ 255,000
CONSTRUCTION CONTINGENCY SUBTOTAL	\$ 255,000
STEP I - PRELIMINARY ENGINEERING ⁽²⁾	
Preliminary Engineering Report	\$ 56,000
STEP I SUBTOTAL	\$ 56,000
STEP II - FINAL DESIGN ⁽²⁾	
Final Design Allowance ⁽³⁾	\$ 111,000
STEP II SUBTOTAL	\$ 111,000
STEP III - CONSTRUCTION SERVICES ⁽²⁾	
Construction Services Allowance ⁽³⁾	\$ 204,000
STEP III SUBTOTAL	\$ 204,000
OTHER COSTS	
Permit Fees	\$ 5,000
Administrative	\$ 5,000
Bond Vote Assistance	\$ 2,500
Legal & Fiscal	\$ 10,000
Easements	\$ 25,000
Short Term Interest	\$ 25,000
OTHER SUBTOTAL	\$ 72,500
ESTIMATED TOTAL PROJECT COST	\$ 2,398,500
USE	\$ 2,400,000

Notes:

1. Construction cost based on ENR 14510 (January 2024).
2. Based on WID Engineering Fee Allowance.
3. Not Included in Current Service Agreement.

City of Essex Junction
Maple and River Ejector Station Improvements
Total Project Cost Summary
2/6/2025

ITEM DESCRIPTION	ESTIMATED COST
CONSTRUCTION	
River Street Ejector Station	\$ 382,000
Maple Street Ejector Station	\$ 460,000
CONSTRUCTION SUBTOTAL	\$ 842,000
CONSTRUCTION CONTINGENCY	
Construction Contingency (15%)	\$ 126,300
CONSTRUCTION CONTINGENCY SUBTOTAL	\$ 126,300
STEP I - PRELIMINARY ENGINEERING⁽²⁾	
Preliminary Engineering Report	\$ 30,000
STEP I SUBTOTAL	\$ 30,000
STEP II - FINAL DESIGN⁽³⁾	
Final Design Allowance ⁽⁴⁾	\$ 59,000
STEP II SUBTOTAL	\$ 59,000
STEP III - CONSTRUCTION SERVICES⁽³⁾	
Construction Services Allowance ⁽⁴⁾	\$ 107,000
STEP III SUBTOTAL	\$ 107,000
OTHER COSTS	
Permit Fees	\$ 2,000
Administrative	\$ 5,000
Bond Vote Assistance	\$ 2,500
Legal & Fiscal	\$ 10,000
Easements	\$ 25,000
Short Term Interest	\$ 25,000
OTHER SUBTOTAL	\$ 69,500
ESTIMATED TOTAL PROJECT COST	\$ 1,233,800
USE	\$ 1,300,000

Notes:

1. Construction cost based on ENR 14510 (January 2024).
2. Based on WID Engineering Fee Allowance.
3. Not Included in Current Service Agreement.

RESOLUTION OF NECESSITY
FOR RETROFIT OF PUMP STATION

WHEREAS, at a meeting of the City Council (“Council”) for the City of Essex Junction, Vermont (“City”) held on February 12, 2025, the Council determined that the public interest and necessity require that certain capital improvements and retrofits to three of the City’s existing pump stations, specifically to replace and upgrade existing components of the pump stations, together with related work (the “Project”);

WHEREAS, the estimated total cost of the Project is three million eight hundred thousand Dollars (\$3, 800,000); and

WHEREAS, the cost of the Project, after the application of available grants-in-aid, if any, is too great to be paid out of the annual revenue and available resources of the City; and

WHEREAS, general obligation bonds or notes of the City in an amount not to exceed three million eight hundred thousand Dollars (\$3, 800,000), should be issued for the purpose of financing the Project;

WHEREAS, the Council has voted to ask for authorization to borrow an amount not to exceed three million eight hundred thousand Dollars (\$3, 800,000.00), subject to reduction through the application of available grants-in-aid, if any, to this Project;

NOW THEREFORE, BE IT RESOLVED, that a proposal for the issuance of revenue bonds or notes of the City in the aggregate amount not to exceed three million eight hundred thousand Dollars (\$3, 800,000.00), to pay for the costs of the Project, shall be submitted to the legal voters of the City at the annual meeting thereof duly called, warned and held on April 8, 2025; and

BE IT FURTHER RESOLVED, that all acts relating to the proposition of incurring bonded indebtedness and the issuance of revenue bonds of the City for the purpose of installing said improvements within the corporate limits of the City be in accordance with the provisions of Chapter 53 of Title 24, Vermont Statutes Annotated; and

BE IT FURTHER RESOLVED, that the proposition of incurring bonded debt for this purpose will be submitted to the qualified voters of the City as follows:

ARTICLE 2. Shall general obligation bonds or notes of the City of Essex Junction in an amount not to exceed three million eight hundred thousand Dollars (\$3, 800,000.00), subject to available grants-in-aid, if any, be issued to finance the cost of retrofitting the three pump stations located on West Street, Maple Street and River Street?

BE IT FURTHER RESOLVED, that a vote on said proposition will be conducted by Australian Ballot at the City's annual Meeting to held on April 8, 2025 at which meeting the polls will be open at 7 A.M. and close at 7 P.M; and

BE IT FURTHER RESOLVED, that by this Resolution of Necessity for the Pump Station Retrofit Project, the Council members hereby ratify and confirm the public interest and necessity of the Project and confirm that the cost of the Project is too great to be paid out of the City's ordinary annual income and revenue.

Dated: _____

CITY OF ESSEX JUNCTION CITY COUNCIL

By: _____
Raj Chawla, President

By: _____
Amber Thibeault, Vice President

By: _____
Tim Miller, Clerk

By: _____
Marcus Certa

By: _____
Elaine Haney



MEMORANDUM

To: City Council
From: Regina Mahony, City Manager
Meeting Date: February 12, 2025
Subject: Review Annual Meeting DRAFT Warning

Issue: The City Council needs to review the draft annual meeting warning.

Discussion:

The attached DRAFT warning is for the Informational Hearing on March 25, 2025 as well as the Annual Meeting on April 8, 2025. The warning also includes the ballot questions for the 2025 Annual Meeting.

The items for discussion include:

1. Discussion of Article 1 – Adopting the budget: this will be presented and discussed as a separate business item on the 2/12 agenda
2. Discussion of Article 2 – Bond for Pump Stations: this will be presented and discussed as a separate business item on the 2/12 agenda
3. Announcement of offices up for election in Article 3 – these include one City Council member (three-year term), one Champlain Water District Commissioner (three-year term), and one Library Trustee (five-year term). The City will be electing a Champlain Water District Commissioner for the first time, as this position was previously a joint position with the Town.

For your information the remainder of the budget and Annual Meeting preparation schedule is attached.

Cost:

No cost.

Recommendation:

This agenda item is just for discussion. This will need to be approved on 2/26, following finalization of the ballot questions and legal review.

Attachments:

Schedule & Annual Meeting Deadlines
DRAFT Annual Meeting Warning

2025 Budget Schedule & Annual Meeting Deadlines

The following are the remaining dates associated with the budget and annual meeting schedule. The Annual City Meeting will be held by Australian ballot on Tuesday, April 8, 2025.

February 12	<p>CC Meeting & Budget Work Session</p> <ul style="list-style-type: none"> • Public Hearing on the Budget (<i>as required by City Charter Section 904</i>) • Adoption of Resolution for bond vote <ul style="list-style-type: none"> ○ The Council should adopt a resolution <i>that the public interest or necessity demands the _____ (description of project) and that the cost ... will be too great to be paid out of the ordinary annual income and revenue, and a proposition of incurring a bonded debt to pay for public improvements will be submitted to the qualified voters of the City at Annual City Election on April 8, 2025. (Wording in italics is taken from VSA 24, Section 1755).</i>
February 20	Last day to file petitions signed by at least 5% of the voters with the City Clerk for Articles to be included in the City Meeting Warning. (<i>Not less than 47 days before the Annual Meeting</i>)
February 26	<p>CC Meeting</p> <ul style="list-style-type: none"> • Budget Finalized • Adoption of Warning for Annual City Meeting
February 27 through March 9	Warning for the Annual Meeting to be posted in two public places, plus in or near the Clerk's office, and on the City website between these dates. (<i>No earlier than 40, nor later than 30 days before the Annual Meeting</i>) Additionally, the Informational Hearing warning could be done at this same time.
March 3	Deadline for nominating petitions to be filed with City Clerk by 5 p.m. (<i>6th Monday before Election</i>). Each petition must contain at least 30 valid signatures.
March 12	CC Meeting
Week of March 17	Publish Notice of Bond Vote in local newspaper. (<i>Notice must be published once a week for 3 consecutive weeks</i>). #1
March 19	Ballots must be ready by this date, and absentee ballots must be mailed no later than this date. (<i>20 days before election</i>).
Week of March 24	Publish Notice of Bond Vote in local newspaper. (<i>Notice must be published once a week for 3 consecutive weeks</i>). #2
March 25	Informational Hearing on Ballot Items (<i>This Informational Hearing as required by 17 V.S.A. §2680(h) needs to be held between March 10th and April 7th. The warning of the hearing must be posted at least 10 days prior to the hearing</i>)
March 26	CC Meeting
March 29	Publish Budget in local newspaper (or send in Newsletter by this date). (<i>Budget must be published at least 10 days before meeting</i>).
Week of March 31	Publish Notice of Bond Vote in local newspaper. (<i>Notice must be published once a week for 3 consecutive weeks</i>). #3
April 3	Publish Warning in local newspaper (if it has not been mailed out in Annual Report/Newsletter). (<i>Warning must be published at least 5 days before meeting</i>).
April 8	<p>Annual Election - Polls open 7:00 a.m. to 7:00 p.m. (Champlain Valley Exposition) Note: The vote will be with the school election.</p>

**WARNING
CITY OF ESSEX JUNCTION
INFORMATIONAL HEARING MARCH 25, 2025 AND
ANNUAL MEETING APRIL 8, 2025**

**Informational Hearing – Online via Zoom and at 145 Maple Street
Tuesday, March 25, at 6:30 PM**

Available options to watch or join the meeting:

- **WATCH:** the meeting will be live-streamed on Town Meeting TV.
- **JOIN ONLINE:** [Join via Zoom](#).
- **JOIN CALLING:** *(toll free, audio only)* 1(888) 788-0099, Meeting ID: 944 6429 7825; Passcode: 635787
- **MODERATOR:** All instructions for conduct of the meeting will be guided by the Moderator.

If you have difficulty accessing the hearing, please call or email admin@essexjunction.org.

Under the City of Essex Junction Charter, voting in the Annual City Meeting is entirely by Australian ballot. A public informational hearing on the Articles to be voted on at Annual Meeting will be held according to 17 V.S.A. § 2680. **No voting will take place during this hearing.** If you wish to make a public comment but do not have the ability to comment remotely during the meeting, please email your comment(s) to the City Manager at admin@essexjunction.org.

AGENDA will include:

- **Discussion of Article I – Adopting the budget**
- **Discussion of Article 2 – Bond for Pump Stations**
- **Announcement of offices up for election in Article 3**
- **Public to be heard (to be moderated)**

Annual Meeting - Australian Ballot

Tuesday, April 8, 2025 – 7:00 AM to 7:00 PM

The legal voters of the City of Essex Junction are hereby notified and warned to meet at the Champlain Valley Exposition in the Blue Ribbon Pavilion, 105 Pearl Street in the City of Essex Junction on Tuesday, April 8, 2025 to transact the following business by Australian ballot. Said voting by Australian ballot to begin at 7:00 AM and close at 7:00 PM.

ARTICLE 1. Shall the voters approve an annual General Fund Budget in the amount of \$ _____ for fiscal year July 1, 2025 to June 30, 2026, \$ _____ of which is to be levied in taxes against the City Grand List?

ARTICLE 2. Shall general obligation bonds or notes of the City of Essex Junction in an amount not to exceed three million eight hundred thousand Dollars (\$3,800,000.00), subject to available grants-in-aid, if any, be issued to finance the cost of retrofitting the three pump stations located on West Street, Maple Street and River Street?

ARTICLE 3. To elect City officers required by law including: one City Council member (three-year term), one Library Trustee (five-year term), and one Champlain Water District Commissioner (three-year term)?

Dated this 26th day of February, 2025 by the Essex Junction City Council.

Raj Chawla, President

Amber Thibeault, Vice President

Tim Miller, Clerk

Marcus Certa

Elaine Haney

Received for record this _____ day of _____, 2025 in the records of the City of Essex Junction.

Susan McNamara-Hill, Clerk

DRAFT



MEMORANDUM

To: Essex Junction City Council
From: Regina Mahony, City Manager
Meeting Date: February 12, 2025
Subject: Executive session for a contract

Issue: The issue is whether the City Council will enter executive session to discuss a contract associated with the Tree Farm Management Group.

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, City Manager and Mark Brislin."



MEMORANDUM

To: City Council

From: Regina Mahony

Meeting Date: February 12, 2025

Subject: Executive Session for personnel evaluation and contract of the City Manager

Issue:

The issue is whether the City Council will enter executive session to have a personnel evaluation and contract renewal discussion for 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."



MEMORANDUM

To: City Council

From: Regina Mahony

Meeting Date: February 12, 2025

Subject: Executive Session discuss Confidential Attorney-client Communications

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

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

Cost: N/A at this time

Recommendation:

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

Motion #1

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

Motion #2

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

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**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING
MINUTES OF MEETING
January 22, 2025**

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

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

OTHERS PRESENT: Diane Clemens, Steve Eustis, Piper Goodkind, Elena Juodisius, Scott McCormick, Elijah Massey, Kirstie Paschall, George, Jeanne.

1. **CALL TO ORDER**

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

2. **AGENDA ADDITIONS/CHANGES**

City Council President Chawla request moving Consent Item #6a to be Business Item #5e.

3. **APPROVE AGENDA**

City Council President Chawla made a motion, seconded by Councilor Haney, to approve the agenda as amended. The motion passed 5-0.

4. **PUBLIC TO BE HEARD**

None.

5. **BUSINESS ITEMS**

a. *Interview and Consideration of Recreation Advisory Committee Youth Member

The City Council interviewed Piper Goodkind for a seat on the Recreation Advisory Committee as a youth member. She spoke briefly about her background and interest in serving on the Committee. Councilors asked questions of the candidate, and she was given the opportunity to ask questions of the Council.

b. Discussion and Consideration of Land Development Code Amendments – Introduction and Warn Public Hearing

Community Development Director Yuen and members of the Planning Commission began the discussion of the latest round of proposed Land Development Code (LDC) amendments. City Council President Chawla noted that the Council would like to hold off on the portion of the LDC that deals with sandwich board signs, so that they can discuss it further at a February City Council meeting and involve business owners and other stakeholders in that discussion. Councilor Thibeault asked for background on the proposed language in 714 related to marquee signs. Commissioner Massey began by noting that much of the language in the proposed amendments aligns with regulatory language from other municipalities, such as Burlington. Director Yuen noted that the proposed amendments are based on what kind of land uses are allowed in each of the zoning districts. City Council President Chawla asked if marquee signs could be used by businesses other than theaters, and Director Yuen replied that this type of sign could be used by any business that meets the dimensional requirements, and that it would be subject to design review by the Development Review Board (DRB). Councilor Thibeault asked about the string lighting requirement in section 704 and Commissioner Massey replied that in the context of the LDC, string lights generally mean white lights used to illuminate outdoor spaces such as patios and restaurant seating, and Director Yuen noted that if the string lights are for commercial use they should be switched off after close of business, but if they are for residential use, they should be turned off after 10:00 PM. Councilor Thibeault asked about any discussion related to electronic message board signs, and Director Yuen replied that the LDC allows for electronic message board signs for municipal use. Councilor Thibeault asked about discussion related to projecting signs in section 714, and

56 Director Yuen replied that the regulation distinguishes between blade signs and larger projecting signs, which
57 are useful for larger multi-story buildings, and that the City doesn't currently have any projecting signs.
58

59 Councilor Certa asked how the City's regulations deem whether lighting is intrusive or not. Commissioner
60 Massey replied that the Planning Commission has largely based requirements on lived experience rather
61 than a quantitative limit such as wattage to determine whether lighting is intrusive. Director Yuen added that
62 the LDC contains requirements about internally illuminated signs and how bright they can be, though they
63 have not yet had to issue a violation for this. He noted that any large establishments would be required to go
64 through a site plan application to make any changes, and that there is a lighting plan component to this which
65 details how intensely individual lights can be lit. Councilor Certa noted a focus in state statute on maximizing
66 density in already-dense areas, and asked whether the City has a clear sense of what the maximum density
67 would look like. Commissioner Juodisius replied that there was public feedback on this, given the new
68 allowance of fourplexes in single-family zoned districts, but she noted that lot coverage, height limits, parking
69 requirements, and setback requirements all still apply, which limits the amount of infill that could occur.
70 Director Yuen also added that though four-plexes are now treated like duplexes in that they don't require a
71 lighting plan for approval, there are still strict requirements on the type of lights that can be installed, such as
72 maintaining dark sky compliance.
73

74 City Council President Chawla asked about requirements for temporary food trucks, such as business hours,
75 generator requirements, and location requirements. Director Yuen replied that allowing for a very temporary
76 food truck (up to 30 days) was a compromise, but there hadn't been lengthy discussion about other
77 requirements for temporary food trucks. He noted that temporary food trucks are not allowed in residential
78 zoning districts, but only where eating and drinking establishments are already allowed.
79

80 Councilor Certa asked whether existing businesses were considered when discussing the impact of string
81 lights downtown. Commissioner Massey replied that yes, several sites were part of the string light discussion,
82 and the proximity of a number of restaurants downtown to a number of residential complexes is what informed
83 the 10:00 PM recommended shut-off time for those types of lights. Councilor Certa noted that string lights
84 can help play a role in safety for parking lots at night, and asked whether a waiver of that 10:00 PM cut-off
85 time would be possible in certain circumstances. Commissioner Massey noted that there are numerous
86 options for safe walkways and safe pedestrian transportation corridors that don't include string lights. City
87 Council President Chawla suggested outreaching to the businesses in question in this discussion and ask
88 them to speak to how these proposed amendments would impact their business. Director Yuen noted that
89 prior to these proposed amendments, string lights were not permitted in the LDC because they are not dark
90 sky compliant, and noted that this wasn't written to be a major change relative to the existing regulations.
91

92 The following public comments were received:

- 93 • Steven Eustis asked whether a requirement could be included in the LDC to require a small amount
94 of public spaces in setbacks, not just 5- or 6-foot-wide sidewalks and then a wall in front of a building
95 (for example), as this presents certain accessibility issues to building fronts. Director Yuen replied
96 that there are no explicit requirements in the LDC that ground level storefronts need to be at the same
97 level as the sidewalk, and that he has asked the Transit-Oriented Development (TOD) Master Plan
98 consultants to look into this further.
99

100 Councilor Thibeault said she would like to remove the marquee and projecting sign sections of these
101 amendments, given that Essex Junction is a small city and she doesn't see those types of signs in this
102 community. Councilor Certa said he would also like to have clarity on requirements around political signs.
103 Director Yuen replied that for the projecting and marquee signs, removing this from the amendments won't
104 have an immediate impact because none of these sign types exist in the Junction currently. He noted that
105 there could be impacts in the future if (for example) shopping centers are developed downtown. Councilor
106 Thibeault said she would be amenable to removing those sections for now but revisiting it when amendments
107 related to the TOD work are brought forward. Councilor Certa agreed about removing them for now.
108 Councilors Miller and Haney said they would not be in favor of removing marquee and projecting sign

109 amendments from the proposal. City Council President Chawla said he would be in favor of waiting until the
110 public hearing on the LDC amendments to make a decision on whether those amendments should include
111 the marquee and projecting sign regulations. He also said he would like to see the cut-off time for food trucks
112 to mirror that of the noise ordinance (10:00 PM), with an exception for the Champlain Valley Fair events.
113 Other Councilors agreed with this. Councilors also agreed to leave the string lighting language as proposed
114 and take public comment on it during the public hearing related to the LDC amendments. Director Yuen
115 clarified that for election period signs, they are permitted up to 60 days before the election and must be
116 removed no later than 3 days after the election, and that public rights-of-way are available for election period
117 signs two weeks prior to an election (which is aligned with surrounding municipalities). City Council President
118 Chawla also added that the sandwich board sign language should be left in the proposal, but the references
119 should be modified.

120
121 **City Council President Chawla made a motion, seconded by Councilor Haney, that the City Council**
122 **warn the Land Development Code Amendments as discussed, including the proposed changes made**
123 **during this meeting, for a public hearing on February 12, 2025. The motion passed 5-0.**

124
125 c. Discussion and Consideration of the Fiscal Year 2026 General Fund Budget and Warn Budget Public
126 Hearing

127 City Manager Mahony began by noting that the changes between the initial version and this second version
128 of the General Fund budget for FY26 have resulted in a 2% (\$287,887) increase over FY25's GF budget,
129 and is supported by a tax rate increase of 1.5%. She also noted updates to the enterprise fund budgets,
130 saying that they will continue to change in the next several months as more FY25 experience comes in. She
131 further noted more information about the unassigned fund balance and approaches to more proactively build
132 it up. She said that while 15% is best practice, the City/Village has been at around 7% for the last number of
133 years, and staff are comfortable with not requiring a fund balance of 15% and continuing to prioritize
134 budgeting for capital needs. She also noted that the Council has the ability to reassign funds in an emergency,
135 or enter into a short-term borrowing agreement. She then spoke about the \$25,000 to fund a shared equity
136 policy advisor through CCPRC, noting that these funds were included in Winooski's budget, but not in South
137 Burlington, Essex, or Shelburne's budgets. She said that she will follow up with counterparts in Winooski and
138 at CCRPC on next steps. She provided an update on the EJRP facilities study, saying that while a ten-year
139 Master Plan is needed, there is more immediate need for a multi-purpose gym space and that it may be most
140 practical to plan for this in FY26 along with a Public Works building bond. She spoke about the timing of the
141 loader and sweeper replacements in the rolling stock capital plan, saying that they were both able to be
142 moved up a year (FY28 and FY29, respectively). She also noted that delaying the purchase of a command
143 vehicle for the Fire Department would make no practical difference on moving up the timing for the loader
144 and sweeper. Councilor Haney provided an update on her conversation with GBIC. She spoke about GBIC's
145 value to Essex Junction, primarily in support of Global Foundries. She said she would recommend funding
146 the GBIC line in the budget, given that GBIC also provides support to the broader Chittenden County area.

147
148 City Manager Mahony spoke about the community meal event that will take place on Saturday, January 25,
149 at which City staff will present the proposed budget. She said that any edits from Councilors tonight will be
150 incorporated into the version that is presented on Saturday.

151
152 Councilor Haney said she would be in favor of creating a line item in the budget to continue to grow the
153 unassigned fund balance. She suggested setting aside 1% of the budget each year to include in the
154 unassigned fund balance until the balance reaches 15% (which would take ten years). Councilor Miller noted
155 that several unions are entering into contract negotiations this year, which will lead to large increases in
156 salaries that the City has no control over. He said that while Essex Junction's budget increase this year is
157 moderate, there may be strong future headwinds to contend with. He said he would be in favor of trying to
158 move the replacement of the loader and sweeper up sooner, given that they may be costly to repair if they
159 break down. Councilor Certa said that he would like to have an understanding of EJRP's total needs (through
160 a facilities study). City Manager Mahony noted that EJRP is able to be relatively nimble in terms of its
161 programming and that focusing first on a multi-purpose gym space will not be to the detriment of developing

an overarching, holistic plan. Councilor Certa asked if anything regarding GBIC has changed between last year and this year, given that the City did not fund its GBIC line last year. Councilor Haney replied that this primarily had to do with the makeup of the Council last year, as well as the perception that GBIC caused the departure of several businesses from Essex Junction. City Council President Chawla noted that he also challenged GBIC to diversify their board last year, and said that they have since made improvements in that regard. Councilor Certa asked about the funding for the senior center and where it is within the budget. Finance Director Morris replied that it is not part of the General Fund but in its own separate fund, which was raised through fees or revenues specifically for senior programming. She noted that adult programming is included in the General Fund. All Councilors thanked staff for presenting a lean budget.

Councilors continued to discuss potential changes to the budget. They discussed Councilor Haney’s proposal for a separate line item to increase funding for the unassigned fund balance. City Council President Chawla said he would be open to it, and would like to obtain public input on it during public hearings and the budget presentation. Councilors Certa said he would also be open to it, given the upcoming community discussion around the budget. Councilor Thibeault said she would be open to include it as a line item, but asked for staff’s opinion. City Manager Mahony said that the Council can increase the General Fund to include this line item at its discretion. She cautioned that utility rates are also increasing, but the exact number is not yet known. Finance Director Morris said she would be supportive of this additional line item. Councilors discussed moving up the replacement of the sweeper and loader, and Finance Director Morris noted that it would require another \$200,000 to \$400,000 transfer from the General Fund into rolling stock in order to move those replacements up. Councilors supported including the GBIC line item in the budget.

Councilor Haney made a motion, seconded by City Council President Chawla, to set the public hearing on the FY26 Budget as amended this evening for Wednesday, February 12, 2025 at 6:30 P.M. The motion passed 5-0.

d. Consideration of Council Member Appointments to Governance Committee

City Council President Chawla made a motion, seconded by Councilor Miller, to appoint Elaine Haney and Marcus Certa to the Governance Committee until the completion of the outlined work, or by November 1, 2025. Member terms will last for the duration of the Committee’s existence. The motion passed 5-0.

e. Approve Meeting Minutes: January 8, 2025

City Council President Chawla noted that the spelling of Steve Eustis’s name should be corrected on Line 216.

City Council President Chawla made a motion, seconded by Councilor Haney, to accept the minutes as amended. The motion passed 5-0.

6. **CONSENT ITEMS**

- a. Approve Meeting Minutes: January 8, 2025 **now Business Item #5e**
- b. Acting as the Cannabis Control Commission Approval Passion Fruit Farms Tier 1 Indoor Cultivation License Renewal
- c. Approve Submittal of Certificate of Highway Mileage
- d. Approve Appeal Submittal of 2024 Equalization Study Rates
- e. Approve Amtrak RFQ Award
- f. Approve Stevens Park Grant Application
- g. Approve Memorial Park Policy Updates

Councilor Haney made a motion, seconded by City Council President Chawla, to approve the consent agenda as presented. The motion passed 5-0.

215
216 7. **COUNCILOR COMMENTS & CITY MANAGER REPORT:** City Manager Mahony noted the community
217 lunch event on Saturday January 25 at 11:30 A.M. at Champlain Valley Expo, that a number of community
218 members and organizations will be present, and that the FY26 proposed budget will be presented.
219

220 8. **READING FILE**

- 221 a. Check Warrant #24066 01/10/2025
222 b. City Charter with Changes as Approved by the Legislature in 2024
223 c. 2024 K9 Nova Review
224 d. Community Justice Center Funding Support Letter
225 e. Bike Walk Advisory Committee Minutes 01/09/2025
226

227 9. **EXECUTIVE SESSION**

- 228 a. *An Executive Session may be needed to discuss the Appointment of Public Officials
229

230 **City Council President Chawla made a motion, seconded by Councilor Haney, that the City Council**
231 **enter into executive session to discuss the appointment of public officials, pursuant to 1 V.S.A. §**
232 **313(a)(3) to include the City Manager. The motion passed 5-0.**
233

234 **City Council President Chawla made a motion, seconded by Councilor Miller, to exit executive**
235 **session. The motion passed 5-0 at 9:33 P.M.**
236

237 **City Council President Chawla made a motion, seconded by Councilor Miller, to appoint Piper**
238 **Goodkind and Oona Osbourne to the Recreation Advisory Committee with terms expiring on June**
239 **30, 2026. The motion passed 5-0.**
240

241 10. **ADJOURN**

242
243 **City Council President Chawla made a motion, seconded by Councilor Haney, to adjourn the meeting.**
244 **The motion passed 5-0 at 9:35 P.M.**
245

246 Respectfully Submitted,
247 Amy Coonradt

CITY OF ESSEX JUNCTION
CITY COUNCIL MEETING MINUTES
SPECIAL MEETING
SATURDAY JANUARY 25, 2025

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

ADMINISTRATION and STAFF: Regina Mahony, City Manager; Steve Eustis, Moderator; Jess Morris, Finance Director; Chris Yuen, Community Development Director

SPEAKERS: Molly Beerman, George Dunbar, Cristin Gildea, Susan McCormick, Gabrielle Smith, John Terborgh

1. CALL TO ORDER

Mr. Chawla called the meeting of the City Council to order at 12:30 PM.

2. AGENDA ADDITIONS/ CHANGES

None.

3. APPROVE AGENDA

No changes, thus no approval required.

4. PUBLIC TO BE HEARD

a. Comments for Public on Items not on Agenda

This will be discussed after the budget presentation.

5. BUSINESS ITEMS

a. Discussion of the Proposed FY26 General Fund and Capital Budgets

Mr. Eustis introduced himself as moderator, and all Councilors and staff introduced themselves. Ms. Mahony said that this is not the final budget that will be voted on in April. It is an opportunity to include public input into the budget process. The proposed FY 26 budget is 3% higher than FY 25. This results in a 2.5% increase or \$69 change for the average taxpayer. Utility rates are expected to go up 14.7%. The City is establishing a stormwater utility, which will cost each property \$84.75. In full, City taxpayers will expect an 8.6% increase in taxes and utilities. Most of the revenue is from residential property taxes. Mr. Chawla said that employees will receive a 4% raise, and that health insurance costs are up 17.9%. He reviewed each of the City departments and noted any major changes. Essex Junction approved a special assessment request from Green Mountain Transit. EJRP has been working to separate enterprise and general fund budgeting. \$110,000 (or 1% of the tax increase) will be put into the fund balance for emergencies. The Local Options Tax brings in around \$900,000.

Mr. Chawla described the Capital Projects Summary, stating that sidewalk, roadway, and waterline improvements will be made on Susie Wilson Road this year. Ms. Mahony said that a Strategic Plan was developed for the City. She discussed how the plan connects to the work of staff over the next year. A bond vote for pump station improvements is likely to be on the ballot this spring. Ms. Mahony went over ballot deadlines and voting dates.

- 50 Mr. Eustis requested public input.
- 51 ▪ Ms. Smith suggested showing changes based on a home worth more than \$285,000, considering home
 - 52 value changes. Mr. Chawla said that this is the medium assessed value, however this will change
 - 53 drastically when the reappraisal is complete.
 - 54 ▪ Ms. Beerman asked if the City has a say in developing the budget for Town services that we pay for.
 - 55 Ms. Mahony said that the Boards communicate during the budgetary process but that there is room
 - 56 for more communication.
 - 57 ▪ Ms. Gildea asked for clarification on “misc. revenue.” Ms. Morris said that it is everything that is
 - 58 not property tax revenue. The funds from CVE go into the Capital Reserve Fund.
 - 59 ▪ Mr. Dunbar asked for more details on the stormwater fund amount and several capital, LOT and
 - 60 general fund line items. He expressed concern about Essex Junction bonding again considering how
 - 61 much reserve funds are available. Ms. Mahony said that the pump stations will have cost sharing
 - 62 with the town. Answering a question from Mr. Dunbar, Ms. Morris said that the audit will be
 - 63 presented in March.
 - 64 ▪ Ms. Beerman asked what the funds for the Main Street Park will now be used for. Ms. Mahony said
 - 65 that they may possibly be used for the Amtrak project.
 - 66 ▪ Ms. McCormick asked for an update on the Amtrak project. Mr. Yuen said that the current plans are
 - 67 conceptual, and that additional design is necessary for funds to be obligated. The construction at the
 - 68 station currently is Amtrak’s ADA work, which is separate from this project.
 - 69 ▪ Mr. Terborgh asked about the CVE revenue. Ms. Morris said that this is included in capital due to
 - 70 an existing agreement.

71

72 Ms. Mahony encouraged all in attendance to use the QR code to take a poll question. Comment cards can

73 also be filled out. Mr. Eustis requested a show of hands as to those who approve of adding a \$100,000 for

74 fund balance into the budget. He also asked for a show of hands as to who would or would not support the

75 budget as written today.

76

77 Mr. Chawla requested any additional public comment, of which there was none.

78

79 **6. CONSENT ITEMS**

80 None.

81

82 **7. COUNCIL MEMBER COMMENTS & CITY MANAGER REPORT**

83 None.

84

85 **8. READING FILE**

86 None.

87

88 **9. EXECUTIVE SESSION**

89 None.

90

91 **10. ADJOURN**

92 **Motion by AMBER THIBEAULT, seconded by ELAINE HANEY, to adjourn. Motion passed 5-0 at**

93 **1:28 PM.**

94

95 Respectfully Submitted,

96 Darby Mayville

97 Recording secretary



Memo

To: Essex Junction City Council

From: Joanne Pfaff, Administrative Assistant

Meeting Date: February 12, 2025

Agenda Item: Approve the Revised Recreation Advisory Committee Purpose Statement

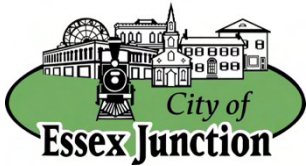
Issue: Revisions are needed to the Recreation Advisory Committee Purpose Statement.

Discussion: The City Council approved the Recreation Advisory Committee Purpose Statement on August 28, 2024. Initially, the statement outlined a membership of seven appointed members, including one youth member. Following interviews with two youth applicants, the Council appointed both individuals at the January 22, 2025, meeting. As a result, the purpose statement must be revised to reflect the increase in membership from seven to eight members and the change in quorum requirements from four to five voters.

Cost: None

Recommended Motion: I recommend the City Council approve the revised Recreation Advisory Committee Purpose Statement.

Attachments: Recreation Advisory Committee Purpose Statement



Essex Junction Recreation & Parks Recreation Advisory Committee



PURPOSE STATEMENT

Approved by City Council: August 28, 2024
Revised by the City Council : February 12, 2025

PURPOSE

The Recreation Advisory Committee shall represent the best interests of the City and its residents by serving in an advisory capacity to Essex Junction Recreation & Parks (EJRP) in the development, maintenance, and stewardship of a comprehensive system of parks and recreation services.

FOCUS

The Recreation Advisory Committee shall serve as the liaison between the community of Essex Junction and EJRP, and will review, recommend, and influence aspects of EJRP; including, but not limited to: programs, park and facility needs, and strategic, capital, and financial planning.

Recreation Advisory Committee members will assist at recreation-related community events and seek to engage and involve other community volunteers.

The Recreation Advisory Committee shall communicate directly to the City Council on issues of importance and provide at least one annual update to the Council.

MEMBERSHIP

The City Council will appoint the members of the Recreation Advisory Committee. Members shall be residents of the City of Essex Junction. The Recreation Advisory Committee shall consist of eight voting members to include at least one youth (age 13-17) representative. Age determination shall be based on the member's age as of July 1, at the start of their appointment.

Member terms shall be staggered and for a duration of two years. Following initial appointments, terms shall begin on July 1 and terminate on June 30 of the year the term expires.

OFFICERS

Officers of the Recreation Advisory 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 July meeting by the Committee, or as soon as possible thereafter, and shall serve for a term of one year. Officers shall hold office until their successor has been selected. The Chairperson shall preside at meetings of the Recreation Advisory Committee and represent the Recreation Advisory Committee at public meetings. 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 five members.

MEETINGS OF MEMBERS

The Recreation Advisory Committee shall meet bimonthly, with at least five meetings annually. Additional meetings may be scheduled by affirmative vote of the Recreation Advisory Committee.

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

**CITY OF ESSEX JUNCTION
COUNCIL POLICY REGARDING STREET BANNERS,
GAS LAMP BANNERS, AND EVENT FLAGS**

1. **Purpose:** To outline the requirements and approval process for street banners, gas lamp banners and event flags.

2. **Eligibility:**
 - A. Banner(s) or event flags must not violate any Federal, State, or City laws or ordinances.
 - B. Applications to erect a banner(s) or event flags must be from non-profit organizations announcing an event.
 - C. The event must be held within the City of Essex Junction limits.
 - D. Banner(s) or event flags must conform to the specifications below or will be rejected.
 - E. Banner(s) or event flags may be hung for up to two weeks in a calendar year. No banner or event flag will be hung between November 1st and April 1st.
 - F. Insurance: The City of Essex Junction requires a Certificate of Insurance to be submitted with the application demonstrating that the non-profit organization has insurance at a combined single limit of one million (\$1,000,000) dollars aggregate for public liability and property damage including vehicle coverage. Also, the applicant shall be required to sign and submit the attached Liability Waiver form with the application.

3. **Street Banner Specifications:** This is for banners to be hung over Park Street at the entrance to the City of Essex Junction.
 - A. Banner Material: Mesh or solid vinyl face with wind pockets to allow for air to flow through (12-24 per banner).
 - B. Height: Must be 3 - 3½ feet high and no longer than 30 feet. Anything less than 3½ feet shall have droppers on the grommets.
 - C. Rope: No rope attached.
 - D. Grommets: Grommets shall be installed at the top and bottom of the banner, a minimum of every four (4) feet, with hooks in each grommet which will be secured on guy wires. All four corners shall have grommets.
 - E. Advertising: No more than 20% of the sign area shall contain advertising of any product or commercial logo.
 - F. Miscellaneous: Two-sided banners are preferred.

4. **Gas Lamp Banner Specifications:** This is for banners to be hung on the gas lamps on Railroad Avenue and Main Street.
 - A. Banner Material: Sunbrella or vinyl banner material is preferred.
 - B. Height/Width: 3 feet high, plus 4" pole sleeves top and bottom and 1.5 feet wide.Advertising: No more than 20% of the sign shall contain advertising of any product or commercial logo.
5. **Event Flag Specifications:** This is for event flags to be hung on telephone poles.
 - A. Flag Material: 100% nylon
 - B. Height: 4 feet high, 2.5 feet wide on a 5-foot pole.
 - C. Advertising: No more than 20% of the sign shall contain advertising of any product or commercial logo.
 - D. Restrictions: The following dates are reserved to hang American flags, per the Council Policy on Flags: one week prior to Memorial Day through July 4th, and one week prior to and including Veterans Day.
6. **Approval for Banners or Event Flags**
 - A. Call the City Municipal Office at 802-878-6944 to check on dates available.
 - B. Send completed application to the City of Essex Junction, c/o Administrative Assistant, 2 Lincoln Street, Essex Junction, VT 05452. A complete application shall include the application form, required \$350 fee, Certificate of Insurance, and a signed Liability Waiver form.
 - C. Applications shall be approved on a first-come, first-served basis. The City of Essex Junction City Council will vote to approve or reject the application. The Council meets on the second and fourth Wednesday of every month. Applicants will be notified by the City Manager's Administrative Assistant of the approval or rejection of the application shortly thereafter.
 - D. If approved, the banner(s) or flags must be delivered to the City Offices three working days (Monday through Friday) prior to the date it is scheduled to be hung. The banner(s) or flags will be hung by the Essex Junction Public Works Department.

11/27/2012 Revised by the City Council on 11/13/2024

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

Please Print

Applicant's Name: Warren Ellison

Organization: Burlington Gem and Mineral Club Inc.

Tax Exempt #: _____ Non-Profit: Yes No

Address: 325 Browns Trace Rd Jericho, VT 05465

Phone: 802 899 3441 Email: webinfo@warrenellison.com

Application for: Street Banner Gas Lamp Banners _____ Event Flags _____

Message and dimensions: Champlain Valley Gem Mineral and Fossil show at the CVE Sat/sun July 19th 20th 20' x 3 1/2'

Locations you would like the event flags displayed: Rt 2A

Dates to be hung: From: July 7th To: July 21st *(two weeks previous to the July 19th/20th weekend)*

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

Signed: [Signature] Date: 1/27/25

Please return completed application to the Managers Office, City of Essex Junction, 2 Lincoln Street, Essex Junction, VT 05452.

OFFICE USE ONLY

Insurance Certificate received: Yes No
Liability Waiver received: Yes No Waiver signed: Yes No
\$350 fee received: Yes No
Application complete: Yes No

City Council approval (date): _____

LIABILITY WAIVER

The City of Essex Junction has agreed to hang a banner(s) or event flags for (print organization name) Burlington Gem and Mineral Club Inc., hereinafter known as "Owner."

To the extent permitted by law, the "Owner" agrees to indemnify and hold harmless the City of Essex Junction and its subsidiaries, its agents, employees or any other persons against loss or expense including attorney's fees, by reason of the liability imposed by law upon the City except in cases of the City's sole negligence, for damage because of bodily injury including death at any time resulting therefrom, sustained by any person or persons, or on account of damaged property arising out of the hung banner or in consequence of the performance of hanging the banner, whether such injuries to persons or damage to property are due, or claim to be due, to any passive negligence of the City employees or agents or any other person.

This indemnification and hold harmless agreement shall be insured by liability insurance naming the City as an additional insured in the "Owner's" policy, and a certificate of insurance must be provided prior to hanging the banner(s) or event flags.

Event: Champlain Valley Gem Mineral and Fossil Show

The banner(s)/event flags will be hung from 7/7/25 to 7/21/25
date date

OWNER'S ACKNOWLEDGMENT:

By: Garrett Ellison Date: 1/27/25

CITY OF ESSEX JUNCTION ACKNOWLEDGMENT:

By: Joanne Pfaff Date: 1/28/25



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/23/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown Insurance Services, Inc. 500 Plum Street, Suite 200 Syracuse NY 13204-1480		CONTACT NAME: Eileen Wimmer PHONE (A/C, No, Ext): (315) 474-3374 FAX (A/C, No): E-MAIL ADDRESS: Eileen.Wimmer@bbrown.com	
		INSURER(S) AFFORDING COVERAGE	
		NAIC #	
INSURED Eastern Federation of Mineralogical & Lapidary Soc Inc P.O. Box 2186 Lewiston ME 04241		INSURER A : The Burlington Insurance Company INSURER B : Princeton Excess & Surplus Lines Insurance Company INSURER C : Selective Insurance Company of America INSURER D : INSURER E : INSURER F :	
		12572	

COVERAGES **CERTIFICATE NUMBER:** 25 - 26 Master **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	N	562BG01417-05	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000						
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
B	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			60A3FF0000929-00	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 4,000,000
							AGGREGATE \$ 4,000,000
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
C				B6030881	11/15/2023	11/15/2024	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Burlington Gem and Mineral Club is a named insured on policy listed

RE: Street Banner July 1 - July 24, 2025

Certificate Holder may be an additional insured (by written contract) to the extent covered by attached form GSG-G-010-03 17

CERTIFICATE HOLDER

CANCELLATION

The city of Essex Junction
2 Lincoln Street

Essex Junction

VT 05452

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AUTOMATIC ADDITIONAL INSUREDS BY WRITTEN CONTRACT, WRITTEN AGREEMENT OR WRITTEN PERMIT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. Section II - Who Is An Insured is amended to include as an additional insured any person(s) or organization(s) with whom you have agreed, in a written contract, written agreement or written permit, that such person(s) or organization(s) be added as an additional insured on your policy. Such person(s) or organization(s) is an additional insured, but only:

1. With respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused by or arising out of:

(a) Your acts or omissions; or

(b) The acts or omissions of those acting on your behalf;

in the performance of "your work" or work you performed for that additional insured, or maintenance, operation or use of facilities owned or used by you.

However, the insurance afforded to such additional insured(s):

(1) Only applies to the extent permitted by law;

(2) Will not be broader than that which you are required by the written contract, written agreement or written permit to provide for such additional insured(s); and

(3) Such written contract, written agreement or written permit is fully executed prior to an "occurrence" in which coverage is sought under this policy.

B. With respect to the insurance afforded these additional insured(s), the following additional exclusions apply:

This insurance does not apply:

1. To any person or organization included as an insured by an endorsement issued by us and made part of this Coverage Part.

2. To any lessor of equipment if:

a. The "occurrence" takes place after the equipment lease expires; or

b. The "bodily injury", "property damage" or "personal and advertising injury" arises out of the sole negligence of the lessor.

3. To any engineer, architect or surveyor if the "bodily injury", "property damage" or "personal and advertising injury" arises out of the rendering of or the failure to render any professional services by or for you, including:

a. The preparing, approving, or failing to prepare or approve maps, drawings, opinions, reports, surveys, change orders, designs or specifications; or

b. Supervisory, inspection or engineering services.

4. To any:

a. Owners or other interests from whom land has been leased; or

b. Managers or lessors of premises if:

(1) The "occurrence" takes place after you cease to be a tenant in that premises; or

(2) The "bodily injury", "property damage" or "personal and advertising injury" arises out of structural alterations, new construction or demolition operations performed by or on behalf of the manager or lessor.

5. To any person or organization included as an insured under Paragraph 3. of **Section II - Who Is An Insured**.

All other terms and conditions of this Policy remain unchanged.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AMENDMENT – OTHER INSURANCE (PRIMARY AND NON-CONTRIBUTORY COVERAGE)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

Schedule of Additional Insured(s):

Any person or organization named in an Additional Insured endorsement attached to this policy with whom you have agreed, in a written contract, that such person or organization should be provided primary and non-contributory coverage, but only when such written contract is fully executed prior to an "occurrence" in which coverage is sought under this policy.

- A.** Paragraph **C.** of this endorsement replaces paragraph **4. Other Insurance of Section IV-Commercial General Liability Conditions**, but only with respect to the insurance afforded to the additional insured(s) scheduled above.
- B.** Paragraph **C.** of this endorsement replaces paragraph **4. Other Insurance of Section IV-Products-Completed Operations Liability Conditions**, but only with respect to the insurance afforded to the additional insured(s) scheduled above.
- C. Other Insurance**

Notwithstanding other valid and collectible insurance available to the insured for a loss we cover under the applicable Coverage Part to which this endorsement is modifying, this insurance is primary and non-contributory.

However, this endorsement:

1. Applies only when you are required by contract, agreement or permit to provide primary and non-contributory coverage for the additional insured, provided such written contract, agreement or permit is fully executed prior to an "occurrence" in which coverage is sought under this policy, and
2. Does not apply to any claim, loss or liability due to the sole negligence of the additional insured.

All other terms and conditions of this Policy remain unchanged.

M E M O R A N D U M

TO: City Manager/City Council
FROM: Karen K. Lemnah, Assessor
DATE: February 4, 2025
RE: Form PVR-4155 – Certificate – No Appeal or Suit Pending

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Issue

The issue is whether the City Council will approve Document PVR-4155, “Certificate – No Appeal or Suit Pending” for the 2024 Grand List.

Discussion

Document PVR-4155, “ Certificate – No Appeal or Suit Pending” assures that there are no appeals pending from the action of the Assessor nor suits pending to recover taxes paid under protest relating to the grand list. The document requires the signatures of the Selectboard and the Assessor.

Document PVR-4155 is required by Vermont Statute. Per 32 VSA 4155, “When no statutory appeal as provided by law from the appraisal of the Assessor and no suit to recover taxes paid under protest is pending on the first Tuesday of February following such lodgment, the Selectboard and Assessor of a town or the Mayor and Assessors of a city shall endorse a certificate to that effect upon the grand list and the same shall be attested by the town or city clerk with the date of such attestation.”

Cost

N/A

Recommendation

Staff recommends that the City Council approve Document PVR-4155, “Certificate - No Appeal or Suit Pending” for the 2024 Grand List.

Form PVR-4155
CERTIFICATE - NO APPEAL OR SUIT PENDING

We hereby certify that on this date there are not any appeals pending from action of the ~~Listers~~^{Assessor} nor suits pending to recover taxes paid under protest relating to the April 1, 2024 grand list of City of Essex Junction, Vermont.

Given under our hands at City of Essex Junction in the County of Chittenden, State of Vermont, this 4th day of February, 2025.

~~Listers~~
Assessor

~~Selectboard~~
City Council

Attested this _____ day of _____, _____.

~~Town~~^{City} Clerk

Attach to final grand list lodged with the ~~town~~^{City} clerk.

32 V.S.A. § 4155. Certificate and attestation - No appeal or suit pending

When no statutory appeal as provided by law from the appraisal of the listers and no suit to recover taxes paid under protest is pending on the first Tuesday of February following such lodgment, the selectboard and listers of a town or the mayor and assessors of a city shall endorse a certificate to that effect upon the grand list and the same shall be attested by the town or city clerk with the date of such attestation.

32 V.S.A. § 4156. After appeal and suit determined

When any such appeal or suit is then pending, such certificate shall be made as soon as such appeal or suit has been finally determined.

32 V.S.A. § 4157. Effect of such certificate

From the date of endorsing such certificate upon the grand list as aforesaid to the effect that no such appeal or suit is pending, when offered in evidence in any court in this state, such list shall be received as a legal grand list of such town or city and its validity shall not be put in issue by any party to any action in any hearing or trial in any court.

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80130	01/17/25	Payroll Transfer PR-01/17/25	210-2-00-00-210.004 Retirement Payable	3449.68	54489	01/24/25
80132	01/09/25	Stipend BWAC January 2025 010925Achee	210-5-16-10-190.000 Board member Payments	50.00	54490	01/24/25
05290	01/21/25	VINYL FAB-DESERT SND 552502154972	210-5-40-12-610.000 General Supplies	13.44	54491	01/24/25
19815	01/14/25	Maint Office 191C1XD3TFVF	210-5-30-12-610.000 General Supplies	349.97	54494	01/24/25
19815	01/11/25	Senior Supplies 1F4J3NMV3GYW	210-5-30-10-610.000 General Supplies	39.59	54494	01/24/25
19815	01/14/25	Office Supplies 1G79YX9NQMG	210-5-30-10-610.000 General Supplies	22.96	54494	01/24/25
19815	01/13/25	Senior Supplies 1Y9NH733L6JQ	210-5-30-10-610.000 General Supplies	10.48	54494	01/24/25
04310	01/02/25	Road Salt per ton 74208	210-5-40-12-600.000 Salt, Sand and Gravel	7078.08	54498	01/24/25
30125	01/09/25	Stipend BWAC January 2025 010925Bieber	210-5-16-10-190.000 Board member Payments	50.00	54499	01/24/25
80017	01/09/25	Stipend BWAC January 2025 010925Bowker	210-5-16-10-190.000 Board member Payments	50.00	54500	01/24/25
00530	01/06/25	BL ABooks JAN25 B6915042	210-5-35-10-640.201 Adult Collection	26.96	54501	01/24/25
22670	01/16/25	EJRP CC January 65080125	210-5-30-10-500.000 Training, Conf, Dues	57.00	54502	01/24/25
22670	01/16/25	EJRP CC January 65080125	210-5-30-10-610.000 General Supplies	572.15	54502	01/24/25
22670	01/16/25	EJRP CC January 65080125	210-5-17-10-850.000 Community Events and Cele	4.99	54502	01/24/25
03000	01/07/25	DEICER SALT ICE CNTRL BLK 2910439272	210-5-40-12-600.000 Salt, Sand and Gravel	2766.72	54503	01/24/25
03000	01/08/25	DEICER SALT ICE CNTRL BLK 2910448573	210-5-40-12-600.000 Salt, Sand and Gravel	2918.96	54503	01/24/25
03000	01/09/25	DEICER SALT ICE CNTRL BLK 2910458469	210-5-40-12-600.000 Salt, Sand and Gravel	2810.72	54503	01/24/25
03000	01/13/25	DEICER SALT ICE CNTRL BLK 2910489710	210-5-40-12-600.000 Salt, Sand and Gravel	2752.64	54503	01/24/25
03000	01/15/25	DEICER SALT ICE CNTRL BLK 2910506845	210-5-40-12-600.000 Salt, Sand and Gravel	5704.16	54503	01/24/25
03000	01/16/25	DEICER SALT ICE CNTRL BLK 2910515606	210-5-40-12-600.000 Salt, Sand and Gravel	5519.36	54503	01/24/25
26395	01/17/25	Poster BWAC 2025-411	210-5-16-10-550.000 Printing and Binding	20.00	54505	01/24/25
21120	12/17/24	Physical 00071500-00	210-5-25-10-330.000 Professional Services	355.00	54506	01/24/25
21120	01/14/25	HEP Vaccine- WWTF 00071976-00	210-5-10-10-330.000 Professional Services	154.00	54506	01/24/25
23455	01/14/25	Maint Office Clean Up 3574260	210-5-30-12-330.000 Professional Services	50.00	54508	01/24/25
21210	01/16/25	Supplies for Public Works 4218053302	210-5-40-12-610.000 General Supplies	180.41	54509	01/24/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
21210	01/10/25	Supplies for Public work 5248369107	210-5-40-12-610.000 General Supplies	140.37	54509	01/24/25
17895	01/01/25	EJRP Cleaning Dec 15461	210-5-41-26-420.000 Cleaning Services	1973.98	54510	01/24/25
30100	01/15/25	COBRAHELP FEB 2025 331115	210-5-10-10-330.000 Professional Services	42.50	54512	01/24/25
04940	01/03/25	Cable TV 1/1-2/9 23.59 02077220125A	210-5-41-20-530.000 Communications	23.59	54513	01/24/25
17025	01/14/25	Record Sec CC 011425 0201	210-5-11-10-330.000 Professtional Services	132.00	54514	01/24/25
00600	01/09/25	BL BookDropKeys JAN25 97478	210-5-35-10-610.000 General Supplies	7.47	54516	01/24/25
25715	01/22/25	water line 2 Lincoln 23803 0125	210-5-40-12-330.000 Professional Services	629.36	54518	01/24/25
25715	10/14/24	Eng. Susie Wilson Aug 202 24803 1024	210-5-16-10-330.000 Professional Services	97.50	54518	01/24/25
25715	01/22/25	Comm Dev and PW Dec 2024 24810 0125	210-5-16-10-330.000 Professional Services	510.76	54518	01/24/25
25715	01/22/25	Comm Dev and PW Dec 2024 24810 0125	210-5-40-12-330.000 Professional Services	287.50	54518	01/24/25
25715	01/22/25	Code updates Dec 2024 24813 0125	210-5-16-10-330.000 Professional Services	50.00	54518	01/24/25
25715	01/22/25	Assist RVJ to 12/ 31/24 24816 0125	210-5-40-12-330.000 Professional Services	440.00	54518	01/24/25
25715	01/22/25	Pavement Marking Inventor 24820 0125	210-5-40-12-330.000 Professional Services	2896.25	54518	01/24/25
25715	01/22/25	Eng fees Dec 2024 162 Wes 24824 0125	210-1-00-00-130.002 Exchange - Billable	971.25	54518	01/24/25
80021	01/13/25	Fire Dept. Supplies Janua 0574638	210-5-25-10-610.000 General Supplies	86.98	54524	01/24/25
80021	12/24/24	Laminator Clerk December 145064612242	210-5-12-10-610.000 General Supplies	54.64	54524	01/24/25
80021	12/10/24	Notary Class 183710	210-5-12-10-500.000 Training Conf Dues	35.00	54524	01/24/25
80021	11/25/24	Engraving ID Tags 2024-8818	210-5-25-10-612.000 Uniforms	34.95	54524	01/24/25
80021	12/26/24	Portable Battery Charger 309546812262	210-5-40-12-610.000 General Supplies	337.59	54524	01/24/25
80021	01/06/25	Dewalt Battery 3113062	210-5-25-10-610.000 General Supplies	165.73	54524	01/24/25
80021	01/09/25	Admin time tracking Dec 2 444115	210-5-13-10-505.000 Tech. Subs, Licenses	280.00	54524	01/24/25
80021	01/09/25	Brownell time tracking De 444549	210-5-13-10-505.000 Tech. Subs, Licenses	216.00	54524	01/24/25
80021	12/01/24	Postage for PW 500125-1584	210-5-12-10-560.000 Postage	22.75	54524	01/24/25
80021	12/17/24	Terry Calendar 7634662	210-5-16-10-610.000 General Supplies	14.52	54524	01/24/25
80021	01/13/25	Docking Station R Jones 8837816	210-5-14-10-735.000 Tech Hardware, Software,	285.12	54524	01/24/25

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Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
80021	12/17/24	2 Lincoln Supplies Dec 20	9632228	210-5-10-10-610.000 General Supplies	45.82	54524	01/24/25
80021	01/07/25	Docking Stations CY, SMH,	9839434	210-5-14-10-735.000 Tech Hardware, Software,	427.68	54524	01/24/25
80021	01/01/25	HRIS Jan2025	GOCO112025	210-5-10-10-505.000 Tech. Subs, Licenses	726.78	54524	01/24/25
80021	12/26/24	Postage Machine Supplies	MS8394	210-5-10-10-560.000 Postage	139.99	54524	01/24/25
80021	12/19/24	postage-PW DV	POSTPWDV	210-5-12-10-560.000 Postage	7.39	54524	01/24/25
80021	01/11/25	PW Job Ad- 1-2025	USI25-002549	210-5-10-10-540.000 Advertising	502.27	54524	01/24/25
21845	01/17/25	BL Tech, Trn, Asst DEC24	0017 0125	210-5-35-10-840.202 Childrens Programs	25.25	54526	01/24/25
21845	01/17/25	BL Tech, Trn, Asst DEC24	0017 0125	210-5-35-10-500.000 Training, Conf, Dues	257.32	54526	01/24/25
21845	01/17/25	BL Tech, Trn, Asst DEC24	0017 0125	210-5-35-10-505.000 Tech. Subs, Licenses	643.06	54526	01/24/25
21845	01/17/25	BL Tech, Trn, Asst DEC24	0017 0125	210-5-35-10-840.201 Adult Programs	30.63	54526	01/24/25
21845	01/17/25	BL Tech, Trn, Asst DEC24	0017 0125	210-5-90-00-991.000 Library Donation Expense	50.00	54526	01/24/25
16000	01/13/25	Parts for vehicles	05452	210-5-40-12-430.000 R&M Vehicles & Equipment	120.44	54527	01/24/25
16000	01/13/25	Parts for vehicles	491140	210-5-40-12-430.000 R&M Vehicles & Equipment	180.46	54527	01/24/25
16000	01/13/25	Part returned from origin	491142	210-5-40-12-430.000 R&M Vehicles & Equipment	-115.08	54527	01/24/25
20470	12/31/24	12/2024 vehicle fuel	324528	210-5-40-12-626.000 Gasoline	3171.38	54528	01/24/25
20470	12/31/24	12/2024 vehicle fuel	324528	210-5-25-10-626.000 Gasoline	382.03	54528	01/24/25
80042	01/15/25	January Land Records	1NV8618	210-5-12-10-505.000 Tech. Subs Licenses	357.00	54529	01/24/25
80075	01/21/25	Catering Community Meal 0	10251	210-5-11-10-831.000 Special or New Programs	2180.00	54531	01/24/25
07010	01/08/25	Solar Accounts 12/6/24-1/	010825D	210-5-41-20-622.000 Electricity	828.37	54532	01/24/25
07010	01/08/25	Solar Accounts 12/6/24-1/	010825D	210-5-41-22-622.000 Electricity	828.36	54532	01/24/25
07010	01/08/25	Solar Accounts 12/6/24-1/	010825D	210-5-40-12-622.000 Electricity	312.80	54532	01/24/25
07010	01/08/25	Solar Accounts 12/6/24-1/	010825D	210-5-41-21-622.000 Electricity	1321.48	54532	01/24/25
07010	01/08/25	Solar Accounts 12/6/24-1/	010825D	210-5-40-12-622.200 Streetlight Electricity	361.19	54532	01/24/25
07010	01/08/25	Solar Accounts 12/6/24-1/	010825D	210-5-41-23-622.000 Electricity	324.28	54532	01/24/25
07010	01/13/25	Non solar 12/11/24-1/10/2	011325NS	210-5-40-12-622.200 Streetlight Electricity	11567.61	54533	01/24/25

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
07010	GREEN MOUNTAIN POWER CORP	01/13/25	Non solar 12/11/24-1/10/2 011325NS	210-5-40-12-622.000 Electricity	886.59	54533	01/24/25
07010	GREEN MOUNTAIN POWER CORP	01/08/25	MSP Power Jan 012575MAPLE	210-5-41-26-622.000 Electricity	1520.75	54534	01/24/25
07010	GREEN MOUNTAIN POWER CORP	01/08/25	MSP Power Jan 012575MAPLE2	210-5-41-26-622.000 Electricity	120.83	54535	01/24/25
07010	GREEN MOUNTAIN POWER CORP	01/14/25	Railroad St. crossing sig 361611425	210-5-40-12-622.200 Streetlight Electricity	868.03	54537	01/24/25
07010	GREEN MOUNTAIN POWER CORP	01/14/25	Park/ Railroad signal - 1 859211425	210-5-40-12-622.200 Streetlight Electricity	168.99	54538	01/24/25
80178	HARRINGTON, DAVID	12/17/24	Stipend PCAB Dec 2024 12172024DH	210-5-11-10-190.000 Board Member Payments	50.00	54540	01/24/25
33495	INGRAM LIBRARY SERVICES I	12/04/24	BL ABooks DEC24 85133651	210-5-90-00-991.000 Library Donation Expense	19.31	54541	01/24/25
33495	INGRAM LIBRARY SERVICES I	12/04/24	BL ABooks DEC24 85133651	210-5-90-00-640.201 Adult Collection replacem	39.18	54541	01/24/25
33495	INGRAM LIBRARY SERVICES I	12/04/24	BL ABooks DEC24 85133651	210-5-35-10-640.201 Adult Collection	591.50	54541	01/24/25
33495	INGRAM LIBRARY SERVICES I	12/04/24	BL ABooks DEC24 85133651	210-5-35-10-610.000 General Supplies	37.79	54541	01/24/25
33495	INGRAM LIBRARY SERVICES I	01/10/25	BL ABooks JAN25 85916868	210-5-35-10-640.201 Adult Collection	201.02	54541	01/24/25
80190	KLEARWATER BIOTEC	12/31/24	Poop bags 15489	210-5-40-13-570.000 Other Purchased Services	1080.00	54542	01/24/25
80087	KONICA MINOLTA PREMIER FI	01/11/25	Copier Lease January 2025 546818451	210-5-10-10-442.000 Rental Vehicles/Equip	165.54	54543	01/24/25
80087	KONICA MINOLTA PREMIER FI	01/11/25	Copier Lease January 2025 546818451	210-5-30-10-442.000 Rental Vehicles/Equip	149.40	54543	01/24/25
80087	KONICA MINOLTA PREMIER FI	01/11/25	Copier Lease January 2025 546818451	210-5-35-10-442.000 Rental Vehicles/Equip	328.00	54543	01/24/25
80087	KONICA MINOLTA PREMIER FI	01/11/25	Copier Lease January 2025 546818451	210-5-40-12-442.000 Rental Vehicles/Equip	70.40	54543	01/24/25
25625	LOWE'S - 1080	01/02/25	EJRP Lowes Jan 41910800125	210-5-30-12-610.000 General Supplies	33.23	54546	01/24/25
V10130	LOWE'S BUSINESS ACCOUNT	12/05/24	Supplies for shop 77471	210-5-40-12-610.000 General Supplies	36.99	54547	01/24/25
V10130	LOWE'S BUSINESS ACCOUNT	12/16/24	Blades for the shop 79474	210-5-40-12-610.000 General Supplies	119.65	54547	01/24/25
V10130	LOWE'S BUSINESS ACCOUNT	12/18/24	chainsaw blades 4 84222	210-5-40-12-610.000 General Supplies	112.02	54547	01/24/25
V10130	LOWE'S BUSINESS ACCOUNT	12/01/24	steel wall mount for shop 94904	210-5-40-12-610.000 General Supplies	108.30	54547	01/24/25
27840	MADISON NATIONAL LIFE INS	01/22/25	Life Ins Feb 2025 1671236	210-5-10-10-210.000 Group Insurance	146.40	54548	01/24/25
27840	MADISON NATIONAL LIFE INS	01/22/25	Life Ins Feb 2025 1671236	210-5-12-10-210.000 Group Insurance	73.20	54548	01/24/25
27840	MADISON NATIONAL LIFE INS	01/22/25	Life Ins Feb 2025 1671236	210-5-13-10-210.000 Group Insurance	146.40	54548	01/24/25
27840	MADISON NATIONAL LIFE INS	01/22/25	Life Ins Feb 2025 1671236	210-5-40-12-210.000 Group Insurance	51.07	54548	01/24/25

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27840	MADISON NATIONAL LIFE INS	01/22/25	Life Ins Feb 2025 1671236	210-5-40-13-210.000 Group Insurance	12.08	54548	01/24/25
27840	MADISON NATIONAL LIFE INS	01/22/25	Life Ins Feb 2025 1671236	210-5-35-10-210.000 Group Insurance	256.20	54548	01/24/25
27840	MADISON NATIONAL LIFE INS	01/22/25	Life Ins Feb 2025 1671236	210-5-16-10-210.000 Group Insurance	103.85	54548	01/24/25
27840	MADISON NATIONAL LIFE INS	01/22/25	Life Ins Feb 2025 1671236	210-5-30-10-210.000 Group Insurance	219.60	54548	01/24/25
27840	MADISON NATIONAL LIFE INS	01/22/25	Life Ins Feb 2025 1671236	210-5-30-12-210.000 Group Insurance	36.60	54548	01/24/25
26920	MAYVILLE DARBY	01/17/25	PC minutes 1/14/25 32	210-5-16-10-330.000 Professional Services	84.00	54550	01/24/25
V9970	MIDWEST TAPE	12/30/24	BL ADVDs JAN24 506536169	210-5-35-10-640.201 Adult Collection	34.88	54552	01/24/25
V9970	MIDWEST TAPE	01/06/25	BL ADVDs JAN25 506573373	210-5-35-10-640.201 Adult Collection	34.83	54552	01/24/25
V9970	MIDWEST TAPE	01/13/25	BL ADVds JAN25 506603955	210-5-35-10-640.201 Adult Collection	77.97	54552	01/24/25
V10462	MONAGHAN SAFAR DUCHAM PL	12/31/24	legal Dec 2024 December 202	210-5-10-10-320.000 Legal Services	1732.50	54553	01/24/25
V10462	MONAGHAN SAFAR DUCHAM PL	12/31/24	legal Dec 2024 December 202	210-5-10-10-320.000 Legal Services	4016.50	54553	01/24/25
V10462	MONAGHAN SAFAR DUCHAM PL	12/31/24	legal Dec 2024 December 202	210-5-40-13-330.000 Professional Services	545.50	54553	01/24/25
V10462	MONAGHAN SAFAR DUCHAM PL	12/31/24	legal Dec 2024 December 202	210-5-10-10-320.000 Legal Services	112.50	54553	01/24/25
V10462	MONAGHAN SAFAR DUCHAM PL	12/31/24	legal Dec 2024 December 202	210-5-16-10-320.000 Legal Services	45.00	54553	01/24/25
14815	MOTOROLA SOLUTIONS, INC	05/16/24	IMPRES 2 LIION TIA4950 R 8281893184	210-5-25-10-611.000 Small Tools and Equipment	311.20	54555	01/24/25
14815	MOTOROLA SOLUTIONS, INC	09/03/24	BAND PORTABLE MODEL 8281969670	210-5-25-10-611.000 Small Tools and Equipment	16062.00	54555	01/24/25
14585	MUNICIPAL EMERGENCY SERVI	01/03/25	Hydrostatic Testing IN2180058	210-5-25-10-570.000 Other Purchased Services	620.34	54557	01/24/25
12235	NEW ENGLAND CENTRAL RAILR	12/02/24	ROW 10650 FY25 219218	210-5-40-12-441.000 Rental Land/Buildings	4043.12	54559	01/24/25
12235	NEW ENGLAND CENTRAL RAILR	12/02/24	ROW 10706 FY25 219219	210-5-40-12-441.000 Rental Land/Buildings	359.50	54559	01/24/25
12235	NEW ENGLAND CENTRAL RAILR	12/02/24	ROW 100528 FY25 219622	210-5-40-12-441.000 Rental Land/Buildings	3500.00	54559	01/24/25
24960	NORTHEAST DELTA DENTAL	01/15/25	Dental Feb 2025 011525 6197	210-5-10-10-210.000 Group Insurance	416.78	54561	01/24/25
24960	NORTHEAST DELTA DENTAL	01/15/25	Dental Feb 2025 011525 6197	210-5-12-10-210.000 Group Insurance	72.15	54561	01/24/25
24960	NORTHEAST DELTA DENTAL	01/15/25	Dental Feb 2025 011525 6197	210-5-13-10-210.000 Group Insurance	382.50	54561	01/24/25
24960	NORTHEAST DELTA DENTAL	01/15/25	Dental Feb 2025 011525 6197	210-5-40-12-210.000 Group Insurance	139.14	54561	01/24/25
24960	NORTHEAST DELTA DENTAL	01/15/25	Dental Feb 2025 011525 6197	210-5-40-13-210.000 Group Insurance	23.81	54561	01/24/25

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24960	01/15/25	NORTHEAST DELTA DENTAL Dental Feb 2025 011525 6197	210-5-35-10-210.000 Group Insurance	466.30	54561	01/24/25
24960	01/15/25	NORTHEAST DELTA DENTAL Dental Feb 2025 011525 6197	210-5-16-10-210.000 Group Insurance	147.89	54561	01/24/25
24960	01/15/25	NORTHEAST DELTA DENTAL Dental Feb 2025 011525 6197	210-5-30-10-210.000 Group Insurance	791.22	54561	01/24/25
24960	01/15/25	NORTHEAST DELTA DENTAL Dental Feb 2025 011525 6197	210-5-30-12-210.000 Group Insurance	72.15	54561	01/24/25
80081	01/09/25	O'BRIEN JOHN Stipend BWAC January 2025 010925OBrien	210-5-16-10-190.000 Board member Payments	50.00	54562	01/24/25
19325	12/31/24	OPEN APPROACH INC Laptop Imaging Preschool 25186	210-5-14-10-330.000 Professional Services	174.75	54563	01/24/25
19325	12/31/24	OPEN APPROACH INC Laptop Imaging C Dwyer 25188	210-5-14-10-330.000 Professional Services	135.00	54563	01/24/25
19325	12/31/24	OPEN APPROACH INC AC Adapter 25191	210-5-14-10-735.000 Tech Hardware, Software,	42.00	54563	01/24/25
19325	01/16/25	OPEN APPROACH INC Order #2573 R Jones Lapto 25216	210-5-14-10-735.000 Tech Hardware, Software,	1049.00	54563	01/24/25
24100	01/02/25	PERMA-LINE CORP OF NEW EN FINISHED TRAFFIC SIGNS-TY 207642	210-5-40-12-572.000 Traffic Control	68.50	54565	01/24/25
80133	01/09/25	PHILBROOK, LAUREN Stipend BWAC January 2025 010925Philbr	210-5-16-10-190.000 Board member Payments	50.00	54566	01/24/25
37430	12/26/24	R R CHARLEBOIS INC CUSTOMER STATES UNIT LOST RC88040	210-5-40-12-430.000 R&M Vehicles & Equipment	7135.26	54567	01/24/25
10425	12/31/24	REGIONAL STORMWATER EDUCA Chittenden FY25 -Adopt a 226	210-5-40-13-830.000 Regular Programs	59.23	54569	01/24/25
18010	01/13/25	REYNOLDS & SON, INC. Eye Shield 3449036	210-5-25-10-612.000 Uniforms	117.75	54570	01/24/25
18010	01/17/25	REYNOLDS & SON, INC. Compressor 5 HP 80 3449294	210-5-41-22-431.000 R&M Buildings & Grounds	4223.89	54570	01/24/25
17505	01/09/25	SAND HILL SOLAR LLC KSI I Service period: 12/6/24-1 273SH	210-5-41-26-622.000 Electricity	554.21	54572	01/24/25
17505	01/09/25	SAND HILL SOLAR LLC KSI I Service period: 12/6/24-1 273SH	210-5-41-23-622.000 Electricity	70.76	54572	01/24/25
17505	01/09/25	SAND HILL SOLAR LLC KSI I Service period: 12/6/24-1 273SH	210-5-41-21-622.000 Electricity	227.18	54572	01/24/25
17505	01/09/25	SAND HILL SOLAR LLC KSI I Service period: 12/6/24-1 273SH	210-5-41-22-622.000 Electricity	107.66	54572	01/24/25
17505	01/09/25	SAND HILL SOLAR LLC KSI I Service period: 12/6/24-1 273SH	210-5-41-20-622.000 Electricity	107.66	54572	01/24/25
17505	01/09/25	SAND HILL SOLAR LLC KSI I Service period: 12/6/24-1 273SH	210-5-40-12-622.200 Streetlight Electricity	45.61	54572	01/24/25
17505	01/09/25	SAND HILL SOLAR LLC KSI I Service period: 12/6/24-1 273SH	210-5-40-12-622.000 Electricity	33.57	54572	01/24/25
09105	01/09/25	SECURE SHRED EJRP Shredding Jan 478621	210-5-30-10-330.000 Professional Services	24.00	54573	01/24/25
29470	01/10/25	SIKORA SERVICE CENTER new tire 4053	210-5-40-12-430.000 R&M Vehicles & Equipment	266.27	54574	01/24/25
23855	01/13/25	SOUTHWORTH-MILTON, INC. Supplies for the vehicles 3459571	210-5-40-12-430.000 R&M Vehicles & Equipment	55.60	54577	01/24/25

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V2124	01/11/25	STAPLES ADVANTAGE Wall Calendar for Public 6021415227	210-5-40-12-610.000 General Supplies	28.49	54578	01/24/25
05590	01/08/25	STONE ENVIRONMENTAL INC Serv: 08/01 to 12/31/202 17145	210-5-40-13-510.000 Permit, License, Registra	921.27	54579	01/24/25
21000	01/15/25	UNIFIRST CORPORATION BL Mats JAN25 1080255138	210-5-41-21-400.000 Contracted Services	64.65	54582	01/24/25
02970	01/06/25	USA BLUE BOOK INC Laser Lite Ear Plugs w/ C 00584765	210-5-40-12-609.000 Safety Supplies	111.77	54583	01/24/25
02970	01/10/25	USA BLUE BOOK INC Lockout Procedure Station INV00589637	210-5-40-12-610.000 General Supplies	131.10	54583	01/24/25
11935	01/10/25	VIKING-CIVES USA ARM CARRIER BRACKET LD WI 4539208	210-5-40-12-430.000 R&M Vehicles & Equipment	99.64	54585	01/24/25
23395	01/21/25	VILLAGE HARDWARE - WILLIS Mailbox and post 519477	210-5-40-12-610.000 General Supplies	165.26	54586	01/24/25
21230	01/19/25	VISION SERVICE PLAN (CT) Vision Feb 2025 822117503	210-5-10-10-210.000 Group Insurance	89.41	54587	01/24/25
21230	01/19/25	VISION SERVICE PLAN (CT) Vision Feb 2025 822117503	210-5-12-10-210.000 Group Insurance	14.02	54587	01/24/25
21230	01/19/25	VISION SERVICE PLAN (CT) Vision Feb 2025 822117503	210-5-13-10-210.000 Group Insurance	73.95	54587	01/24/25
21230	01/19/25	VISION SERVICE PLAN (CT) Vision Feb 2025 822117503	210-5-40-12-210.000 Group Insurance	38.37	54587	01/24/25
21230	01/19/25	VISION SERVICE PLAN (CT) Vision Feb 2025 822117503	210-5-40-13-210.000 Group Insurance	4.63	54587	01/24/25
21230	01/19/25	VISION SERVICE PLAN (CT) Vision Feb 2025 822117503	210-5-35-10-210.000 Group Insurance	96.20	54587	01/24/25
21230	01/19/25	VISION SERVICE PLAN (CT) Vision Feb 2025 822117503	210-5-16-10-210.000 Group Insurance	37.71	54587	01/24/25
21230	01/19/25	VISION SERVICE PLAN (CT) Vision Feb 2025 822117503	210-5-30-10-210.000 Group Insurance	150.78	54587	01/24/25
21230	01/19/25	VISION SERVICE PLAN (CT) Vision Feb 2025 822117503	210-5-30-12-210.000 Group Insurance	14.02	54587	01/24/25
23575	01/09/25	VTCMA Membership Jan 2025 thru F59E7T1	210-5-10-10-500.000 Training, Conf, Dues	100.00	54588	01/24/25
07565	01/09/25	W B MASON CO INC Office Supply 251550019	210-5-30-10-610.000 General Supplies	19.89	54589	01/24/25
07565	01/13/25	W B MASON CO INC Park St Paper Products 251613243	210-5-30-12-610.000 General Supplies	210.22	54589	01/24/25
07565	01/14/25	W B MASON CO INC Office Supplies 251662704	210-5-30-10-610.000 General Supplies	11.99	54589	01/24/25
17140	01/17/25	THE EDGE (VILLAGE) Payroll Transfer PR-01/17/25	210-2-00-00-210.005 Misc Deductions Payable	432.25 E	117251	01/17/25
17425	01/17/25	ICMA ROTH PLAN 706287 Payroll Transfer PR-01/17/25	210-2-00-00-210.004 Retirement Payable	150.00 E	117252	01/17/25
80158	01/17/25	MISSION SQUARE TRADITINAL Payroll Transfer PR-01/17/25	210-2-00-00-210.004 Retirement Payable	269.23 E	117253	01/17/25
V1160	01/17/25	ICMA RETIREMENT TRUST-457 Payroll Transfer PR-01/17/25	210-2-00-00-210.004 Retirement Payable	3358.11 E	117254	01/17/25
V1161	01/17/25	ICMA RETIREMENT TRUST-401 Payroll Transfer PR-01/17/25	210-2-00-00-210.004 Retirement Payable	7056.70 E	117255	01/17/25

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V1165	INTERNAL REVENUE SERVICE	01/17/25	Payroll Transfer PR-01/17/25	210-2-00-00-210.002 Federal Inc Tax W/H	48702.68 E	117256	01/22/25
V2413	VT DEPT OF TAXES	01/17/25	Payroll Transfer PR-01/17/25	210-2-00-00-210.003 State Inc Tax W/H	6795.86 E	117257	01/22/25
25715	DONALD L. HAMLIN CONSULT	01/15/25	Engineering soil/grant in 22815 0125	220-5-00-00-720.002 1 Main; Road Res-Q	90.00	54518	01/24/25
25715	DONALD L. HAMLIN CONSULT	01/15/25	Eng Amtrak Platform Dec 2 24802 0125	220-5-00-00-890.836 Train Station	390.00	54518	01/24/25
17765	WAITE-HEINDEL ENVIRONMENT	01/21/25	Pocket Park plan review 6758	220-5-00-00-720.002 1 Main; Road Res-Q	217.50	54590	01/24/25
25715	DONALD L. HAMLIN CONSULT	01/15/25	EJ-Crescent Connector Pha 22822 0125	230-5-16-10-890.824 Cres. Connector	10560.70	54518	01/24/25
36240	DUBOIS & KING INC	01/14/25	Crescent Conn Proj DK Inv 125039	230-5-16-10-890.824 Cres. Connector	10502.66	54520	01/24/25
V10462	MONAGHAN SAFAR DUCHAM PL	12/31/24	legal Dec 2024 December 202	230-5-16-10-890.824 Cres. Connector	354.00	54553	01/24/25
25715	DONALD L. HAMLIN CONSULT	01/15/25	Maple Street Park Decembe 24811 1224	233-5-00-00-740.005 Park Amenities	1138.75	54518	01/24/25
25715	DONALD L. HAMLIN CONSULT	01/15/25	Stevens Park December 24826 1224	233-5-00-00-740.005 Park Amenities	390.00	54518	01/24/25
31275	DON WESTON EXCAVATING INC	01/14/25	Water break Hiawatha and 11084	254-5-54-20-433.000 R&M Infrastructure	4985.00	54517	01/24/25
25715	DONALD L. HAMLIN CONSULT	01/22/25	CEJ-Main St Waterline to 21806 0125	254-5-54-70-723.004 Main St Water Line	912.00	54518	01/24/25
25715	DONALD L. HAMLIN CONSULT	01/22/25	EJ-Iroquois Ave Waterline 24807 0125	254-5-54-70-723.005 Iriquois Ave Water Line	6990.00	54518	01/24/25
20470	GLOBAL MONTELLO ATT: FLEE	12/31/24	12/2024 vehicle fuel 324528	254-5-54-20-626.000 Gasoline	60.81	54528	01/24/25
07010	GREEN MOUNTAIN POWER CORP	01/13/25	Non solar 12/11/24-1/10/2 011325NS	254-5-54-20-622.000 Electricity	181.17	54533	01/24/25
27840	MADISON NATIONAL LIFE INS	01/22/25	Life Ins Feb 2025 1671236	254-5-54-20-210.000 Group Insurance	51.24	54548	01/24/25
10110	MCGOVERN MECHANICAL CORP	12/18/24	Residential Water Meter R 2173	254-5-54-70-750.001 Meter Replacement Program	233.33	54551	01/24/25
80059	MSK ENGINEERS	01/10/25	Project 1461-001 EJ SL IN 17375	254-5-54-70-723.006 Service Line Inventoy	504.90	54556	01/24/25
24960	NORTHEAST DELTA DENTAL	01/15/25	Dental Feb 2025 011525 6197	254-5-54-20-210.000 Group Insurance	197.17	54561	01/24/25
21230	VISION SERVICE PLAN (CT)	01/19/25	Vision Feb 2025 822117503	254-5-54-20-210.000 Group Insurance	36.83	54587	01/24/25
42625	ALDRICH & ELLIOTT PC	01/01/25	Professional Services fro 82796	255-5-55-70-730.003 10 Year Engineer Evaluati	410.00	54492	01/24/25
V0031	ALLEN ENGINEERING	01/07/25	SODIUM BICARBONATE -50LB 11650080801	255-5-55-30-619.000 Chemicals	1812.52	54493	01/24/25
11375	CASELLA WASTE MANAGEMENT	01/01/25	Grit Recycling 39 Cascade 3650020	255-5-55-30-421.000 Grit Disposal	1361.68	54504	01/24/25
26290	CHAMPLIN ASSOC. INC.	01/06/25	Allen Bradley reprogrammi 5180	255-5-55-30-570.000 Other Purchased Services	414.60	54507	01/24/25
26290	CHAMPLIN ASSOC. INC.	01/08/25	01/06/2025 - Replace seco 5186	255-5-55-30-570.000 Other Purchased Services	307.30	54507	01/24/25

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Check Warrant Report # 24067 Current Prior Next FY Invoices For Fund (GENERAL FUND)

CDeLibac

For Check Acct 01 (GENERAL FUND) All check #s 01/17/25 To 01/24/25

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
23455	11/30/24	NOV24 Biosolids	21405	255-5-55-30-568.000 Biosolids Subcontractor	3713.24	54508	01/24/25
V10734	12/17/24	Payment (11/19/24-12/17/24)	2412	255-5-55-30-622.000 Electricity	2969.11	54521	01/24/25
06870	07/05/24	WWTF TKN Only	494558	255-5-55-30-340.000 Technical Services	35.00	54522	01/24/25
38955	01/06/25	Flow Control	88812975	255-5-55-30-570.000 Other Purchased Services	51.35	54523	01/24/25
20470	12/31/24	12/2024 vehicle fuel	324528	255-5-55-30-626.000 Gasoline	204.92	54528	01/24/25
24785	01/09/25	Sockets and Funnels for s	9367162584	255-5-55-30-611.000 Small Tools & Equipment	22.46	54530	01/24/25
07010	01/17/25	39 Cascade Street 12/17/24	0125Cascade	255-5-55-30-622.000 Electricity	13417.55	54536	01/24/25
80087	01/11/25	Copier Lease January 2025	546818451	255-5-55-30-442.000 Rental Vehicles/Equip	158.45	54543	01/24/25
05495	01/07/25	Hours in-house programmin	14740	255-5-55-30-330.000 Professional Services	200.00	54544	01/24/25
27840	01/22/25	Life Ins Feb 2025	1671236	255-5-55-30-210.000 Group Insurance	244.12	54548	01/24/25
V97100	01/13/25	Annual Membership Dues 20	3550	255-5-55-30-500.000 Training, Conf, Dues	1000.00	54558	01/24/25
V1661	01/03/25	Tubes for lab package of	513800	255-5-55-30-618.000 Laboratory Supplies	234.75	54560	01/24/25
V1661	01/06/25	Pipet tips	513851	255-5-55-30-618.000 Laboratory Supplies	315.45	54560	01/24/25
24960	01/15/25	Dental Feb 2025	011525 6197	255-5-55-30-210.000 Group Insurance	382.84	54561	01/24/25
19325	12/02/24	Monthly Billing for Decem	24732	255-5-55-30-340.000 Technical Services	130.00	54563	01/24/25
V2093	01/06/25	SUPERCHLOR	481124	255-5-55-30-619.000 Chemicals	10261.50	54575	01/24/25
V2124	01/11/25	Books for the control roo	6021415226	255-5-55-30-610.000 General Supplies	141.60	54578	01/24/25
V2159	01/07/25	Sodium Hydroxide Membrane	392175	255-5-55-30-619.000 Chemicals	15291.45	54580	01/24/25
21230	01/19/25	Vision Feb 2025	822117503	255-5-55-30-210.000 Group Insurance	71.07	54587	01/24/25
20470	12/31/24	12/2024 vehicle fuel	324528	256-5-56-40-626.000 Gasoline	251.49	54528	01/24/25
07010	01/08/25	Solar Accounts 12/6/24-1/	010825D	256-5-56-40-622.000 Electricity	790.03	54532	01/24/25
07010	01/08/25	Solar Accounts 12/6/24-1/	010825D	256-5-56-40-434.001 Susie Wilson PS Costs	741.96	54532	01/24/25
07010	01/08/25	Solar Accounts 12/6/24-1/	010825D	256-5-56-40-434.002 West Street PS Costs	764.25	54532	01/24/25
07010	01/13/25	Non solar 12/11/24-1/10/2	011325NS	256-5-56-40-622.000 Electricity	666.31	54533	01/24/25
27840	01/22/25	Life Ins Feb 2025	1671236	256-5-56-40-210.000 Group Insurance	80.52	54548	01/24/25

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Check Warrant Report # 24067 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01(GENERAL FUND) All check #s 01/17/25 To 01/24/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
10110	12/18/24	Residential Water Meter R 2173	256-5-56-70-750.001 Meter Replacement Program	116.67	54551	01/24/25
24960	01/15/25	Dental Feb 2025 011525 6197	256-5-56-40-210.000 Group Insurance	177.99	54561	01/24/25
19325	12/02/24	Monthly Billing for Decem 24732	256-5-56-40-340.000 Technical Services	560.00	54563	01/24/25
17505	01/09/25	Service period: 12/6/24-1 273SH	256-5-56-40-434.002 West Street PS Costs	128.22	54572	01/24/25
17505	01/09/25	Service period: 12/6/24-1 273SH	256-5-56-40-434.001 Susie Wilson PS Costs	100.56	54572	01/24/25
17505	01/09/25	Service period: 12/6/24-1 273SH	256-5-56-40-622.000 Electricity	142.77	54572	01/24/25
21230	01/19/25	Vision Feb 2025 822117503	256-5-56-40-210.000 Group Insurance	34.71	54587	01/24/25
19815	01/13/25	Program Supplies 11GF6R14JV4X	259-5-30-14-610.000 General Supplies	11.99	54494	01/24/25
19815	01/13/25	RK EES Supplies 11JDDVN9JJHP	259-5-30-15-610.000 General Supplies	5.99	54494	01/24/25
19815	01/12/25	RK Westford Snack 11NFWG747RF3	259-5-30-15-610.000 General Supplies	37.58	54494	01/24/25
19815	01/13/25	RK EES Supplies 13C9KH4DYFF	259-5-30-15-610.000 General Supplies	69.93	54494	01/24/25
19815	01/08/25	RK Westford Supplies 13L6RFFJ74KC	259-5-30-15-610.000 General Supplies	40.38	54494	01/24/25
19815	01/08/25	RK MSP S/H Supplies 13NK9Y369G4N	259-5-30-15-610.000 General Supplies	98.95	54494	01/24/25
19815	01/15/25	RK Westford Supplies 16PCWHKP47FF	259-5-30-15-610.000 General Supplies	6.99	54494	01/24/25
19815	01/13/25	RK MSP EES Supplies 177RN6J7GFL3	259-5-30-15-610.000 General Supplies	11.89	54494	01/24/25
19815	01/15/25	PS Supplies 1HV3M6GY1HYH	259-5-30-16-610.000 General Supplies	13.84	54494	01/24/25
19815	01/13/25	PS Supplies 1KT9CN4FKMKG	259-5-30-16-610.000 General Supplies	101.02	54494	01/24/25
19815	01/13/25	RK Westford Supplies 1KYMXKCCJL1G	259-5-30-15-610.000 General Supplies	29.64	54494	01/24/25
19815	01/14/25	RK Fleming Supplies 1P7CL6K6PKCY	259-5-30-15-610.000 General Supplies	143.58	54494	01/24/25
19815	01/13/25	PS Supply CREDIT 1P7CL6K6X7XH	259-5-30-16-610.000 General Supplies	-13.49	54494	01/24/25
19815	01/08/25	RK Westford Supplies 1PXNMMNM9JQV	259-5-30-15-610.000 General Supplies	8.48	54494	01/24/25
19815	01/15/25	Preschool Supplies 1RLJR7PYLTWX	259-5-30-16-610.000 General Supplies	51.99	54494	01/24/25
19815	01/08/25	RK MSP EES Supplies 1RXVHJFW9HCG	259-5-30-15-610.000 General Supplies	164.34	54494	01/24/25
19815	01/13/25	RK Staff Landyards 1V7C19KKH6H3	259-5-30-15-610.000 General Supplies	33.99	54494	01/24/25
19815	01/15/25	RK FMS Supplies 1VWD1FFM1JDJ	259-5-30-15-610.000 General Supplies	228.07	54494	01/24/25

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Check Warrant Report # 24067 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 01/17/25 To 01/24/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	01/13/25	AMAZON CAPITAL SERVICES RK Westford Supplies 1WGP3F3FJHYM	259-5-30-15-610.000 General Supplies	10.47	54494	01/24/25
19815	01/19/25	AMAZON CAPITAL SERVICES RK Summit Supplies 1Y3363Y9XXD4	259-5-30-15-610.000 General Supplies	149.92	54494	01/24/25
19815	01/09/25	AMAZON CAPITAL SERVICES RK Westford Supplies 1YPML3WNLXJL	259-5-30-15-610.000 General Supplies	99.86	54494	01/24/25
02695	12/20/24	AMERICAN SOCIETY OF COMPO Music License 2025 50060268725	259-5-30-14-330.000 Professional Services	500.00	54497	01/24/25
22670	01/16/25	CAPITAL ONE CREDIT CARD - EJRP CC January 65080125	259-5-30-15-610.000 General Supplies	732.62	54502	01/24/25
22670	01/16/25	CAPITAL ONE CREDIT CARD - EJRP CC January 65080125	259-5-30-14-610.000 General Supplies	1797.73	54502	01/24/25
22670	01/16/25	CAPITAL ONE CREDIT CARD - EJRP CC January 65080125	259-5-30-12-610.000 General Supplies	2337.00	54502	01/24/25
22670	01/16/25	CAPITAL ONE CREDIT CARD - EJRP CC January 65080125	259-5-30-10-505.000 Tech. Subs, Licenses	512.47	54502	01/24/25
22670	01/16/25	CAPITAL ONE CREDIT CARD - EJRP CC January 65080125	259-5-30-16-610.000 General Supplies	167.31	54502	01/24/25
22670	01/16/25	CAPITAL ONE CREDIT CARD - EJRP CC January 65080125	259-5-30-16-330.000 Professional Services	50.00	54502	01/24/25
22670	01/16/25	CAPITAL ONE CREDIT CARD - EJRP CC January 65080125	259-5-30-12-610.000 General Supplies	73.59	54502	01/24/25
22670	01/16/25	CAPITAL ONE CREDIT CARD - EJRP CC January 65080125	259-5-30-15-530.000 Communications	907.38	54502	01/24/25
22670	01/16/25	CAPITAL ONE CREDIT CARD - EJRP CC January 65080125	259-5-30-11-610.000 General Supplies	12.83	54502	01/24/25
17895	01/01/25	CLEAN NEST EJRP Cleaning Dec 15461	259-5-30-16-420.000 Cleaning Services	1973.98	54510	01/24/25
25120	01/09/25	CLICKTIME.COM EJRP Timesheets Dec 444174	259-5-30-10-505.000 Tech. Subs, Licenses	1048.00	54511	01/24/25
80025	01/07/25	DELAIRE, ROBIN ProgRefund-Delaire \$675 200161	259-4-30-14-020.312 Adult Programs	675.00	54515	01/24/25
20470	12/31/24	GLOBAL MONTELLO ATT: FLEE 12/2024 vehicle fuel 324528	259-5-30-15-626.000 Gasoline	143.18	54528	01/24/25
80191	12/26/24	GREEN MTN TRAINING CTR vaca camp 12262412	259-5-30-15-330.000 Professional Services	450.00	54539	01/24/25
80087	01/11/25	KONICA MINOLTA PREMIER FI Copier Lease January 2025 546818451	259-5-30-10-442.000 Rental Vehicles/Equip	165.50	54543	01/24/25
80087	01/11/25	KONICA MINOLTA PREMIER FI Copier Lease January 2025 546818451	259-5-30-16-442.000 Rental Vehicles/Equip	149.40	54543	01/24/25
25035	01/14/25	LIQUID STUDIO Childcare Brochure Design 25104	259-5-30-17-330.000 Professional Services	550.00	54545	01/24/25
27840	01/22/25	MADISON NATIONAL LIFE INS Life Ins Feb 2025 1671236	259-5-30-14-210.000 Group Insurance	36.60	54548	01/24/25
27840	01/22/25	MADISON NATIONAL LIFE INS Life Ins Feb 2025 1671236	259-5-30-15-210.000 Group Insurance	438.69	54548	01/24/25
27840	01/22/25	MADISON NATIONAL LIFE INS Life Ins Feb 2025 1671236	259-5-30-16-210.000 Group Insurance	255.18	54548	01/24/25
80126	01/21/25	MAPLE STREET ART SPACE LL Art Club Jan-Feb 012125D	259-5-30-14-330.000 Professional Services	7425.00	54549	01/24/25

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Check Warrant Report # 24067 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01(GENERAL FUND) All check #s 01/17/25 To 01/24/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25620	01/16/25	Vac Camp 2/26 011625D	259-5-30-15-330.000 Professional Services	621.00	54554	01/24/25
24960	01/15/25	Dental Feb 2025 011525 6197	259-5-30-15-210.000 Group Insurance	227.22	54561	01/24/25
24960	01/15/25	Dental Feb 2025 011525 6197	259-5-30-14-210.000 Group Insurance	72.15	54561	01/24/25
24960	01/15/25	Dental Feb 2025 011525 6197	259-5-30-16-210.000 Group Insurance	484.46	54561	01/24/25
29425	01/08/25	RK Summit Snack 310725	259-5-30-15-610.000 General Supplies	234.22	54564	01/24/25
29425	01/13/25	RK Hiawatha Snack 312706	259-5-30-15-610.000 General Supplies	243.66	54564	01/24/25
29425	01/13/25	RK FMS Snack 313086	259-5-30-15-610.000 General Supplies	127.32	54564	01/24/25
29425	01/15/25	RK FMS Snack 313088	259-5-30-15-610.000 General Supplies	14.74	54564	01/24/25
29425	01/13/25	RK EES Snack 313270	259-5-30-15-610.000 General Supplies	252.67	54564	01/24/25
29425	01/14/25	RK Summit Snack 314675	259-5-30-15-610.000 General Supplies	186.54	54564	01/24/25
29425	01/15/25	RK Fleming Snack 315396	259-5-30-15-610.000 General Supplies	222.15	54564	01/24/25
29425	01/21/25	RK Westford Snack 315884	259-5-30-15-610.000 General Supplies	140.05	54564	01/24/25
29425	01/21/25	RK MSP EES Snack 318213	259-5-30-15-610.000 General Supplies	128.47	54564	01/24/25
20620	01/09/25	Playgroup Dec 010925D	259-5-30-14-330.000 Professional Services	180.00	54568	01/24/25
22025	01/09/25	RK Tabling 1/14 010925D	259-5-30-15-330.000 Professional Services	50.00	54571	01/24/25
38875	01/21/25	NVAC Cheer Honeybees 012125A	259-5-30-14-610.000 General Supplies	125.00	54576	01/24/25
38875	01/21/25	NVAC Cheer Queen Bees 012125B	259-5-30-14-610.000 General Supplies	125.00	54576	01/24/25
38875	01/21/25	NVAC Cheer Bumblebees 012125C	259-5-30-14-610.000 General Supplies	125.00	54576	01/24/25
27970	12/31/24	RK Westford 1/15 000410	259-5-30-15-330.000 Professional Services	350.00	54581	01/24/25
25315	01/15/25	RK Staff Training 1/15 011525D	259-5-30-15-610.000 General Supplies	195.24	54584	01/24/25
21230	01/19/25	Vision Feb 2025 822117503	259-5-30-15-210.000 Group Insurance	87.03	54587	01/24/25
21230	01/19/25	Vision Feb 2025 822117503	259-5-30-14-210.000 Group Insurance	25.13	54587	01/24/25
21230	01/19/25	Vision Feb 2025 822117503	259-5-30-16-210.000 Group Insurance	94.73	54587	01/24/25
07565	01/08/25	PS Supplies 251521058	259-5-30-16-610.000 General Supplies	54.93	54589	01/24/25
07565	01/14/25	Preschool Supplies 251655860	259-5-30-16-610.000 General Supplies	44.24	54589	01/24/25

01/24/25

City of Essex Junction Accounts Payable

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Check Warrant Report # 24067 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 01/17/25 To 01/24/25

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

316630.71

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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 \$ ***316,630.71
 Let this be your order for the payments of these amounts.

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS 9820	01/23/25	Supplies for shop 552502355034	210-5-40-12-610.000 General Supplies	30.72	54592	02/07/25
05290	ADVANCE AUTO PARTS 9820	01/23/25	Supplies for shop 552502355042	210-5-40-12-610.000 General Supplies	35.70	54592	02/07/25
05290	ADVANCE AUTO PARTS 9820	01/28/25	Wiper blade for Truck #6 552502824341	210-5-40-12-430.000 R&M Vehicles & Equipment	43.00	54592	02/07/25
05290	ADVANCE AUTO PARTS 9820	01/28/25	Parts for Truck #5 552502855164	210-5-40-12-430.000 R&M Vehicles & Equipment	42.11	54592	02/07/25
05290	ADVANCE AUTO PARTS 9820	02/03/25	Mini Bulb for Loader #9 552503455387	210-5-40-12-610.000 General Supplies	5.20	54592	02/07/25
05290	ADVANCE AUTO PARTS 9820	02/05/25	Terminal Butt for Wacker 552503624511	210-5-40-12-610.000 General Supplies	18.76	54592	02/07/25
07305	AIRGAS USA LLC	01/22/25	GLV MIG STCK LG HVYDTY 9157562700	210-5-40-12-610.000 General Supplies	45.92	54593	02/07/25
07305	AIRGAS USA LLC	01/23/25	TIP CNCT MT SERS .035" MD 9157583655	210-5-40-12-610.000 General Supplies	302.77	54593	02/07/25
28555	ALLEGIANCE TRUCKS	01/16/25	BREATHER FILTER,DESICCANT X20114802601	210-5-25-10-430.000 R&M Vehicles & Equipment	169.23	54595	02/07/25
80184	AMAZON BUSINESS SERVICES	01/21/25	BL JBooksDVDs JAN25 11C71XQQQ3LN	210-5-35-10-640.202 Juvenile Collection	201.22	54597	02/07/25
80184	AMAZON BUSINESS SERVICES	12/22/24	BL CREDIT JDvds JAN25 11H9PKLKPXL3	210-5-35-10-640.202 Juvenile Collection	-17.09	54597	02/07/25
80184	AMAZON BUSINESS SERVICES	02/04/25	BL ABooksDvds FEB25 11KGRQPLCWQM	210-5-35-10-640.201 Adult Collection	79.36	54597	02/07/25
80184	AMAZON BUSINESS SERVICES	01/22/25	BL ARepl JAN25 16DQ69V4XYL	210-5-90-00-640.201 Adult Collection replacem	28.36	54597	02/07/25
80184	AMAZON BUSINESS SERVICES	01/27/25	BL ABooksDvds JAN25 1CG9616R43XJ	210-5-35-10-640.201 Adult Collection	80.08	54597	02/07/25
80184	AMAZON BUSINESS SERVICES	01/29/25	BL JDVDs JAN25 1HT4MQXL7HV4	210-5-35-10-640.202 Juvenile Collection	12.96	54597	02/07/25
80184	AMAZON BUSINESS SERVICES	01/19/25	BL CProgs JAN25 1K4NV3QR767Y	210-5-35-10-840.202 Childrens Programs	105.82	54597	02/07/25
80184	AMAZON BUSINESS SERVICES	01/21/25	BL Supplies JAN25 1K7THLWTM4L1	210-5-35-10-610.000 General Supplies	108.23	54597	02/07/25
80184	AMAZON BUSINESS SERVICES	01/21/25	BL JFNDN JAN25 1KVG4GH3K1DG	210-5-90-00-991.000 Library Donation Expense	71.92	54597	02/07/25
80184	AMAZON BUSINESS SERVICES	01/25/25	BL ABksADVDs JAN25 1W6J7KYMH9N	210-5-35-10-640.201 Adult Collection	89.96	54597	02/07/25
19815	AMAZON CAPITAL SERVICES	01/21/25	Seniors Supplies 19J9TFCRMWDT	210-5-30-10-610.000 General Supplies	202.21	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	01/27/25	Seniors Supplies 1F6CF3317K4G	210-5-30-10-610.000 General Supplies	7.99	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	01/21/25	Office Supplies 1LY4P17LLC1T	210-5-30-10-610.000 General Supplies	2.99	54598	02/07/25
80193	ATIS Elevator Inspections	12/31/24	BL ElevInsp DEC24 IN385748	210-5-41-21-400.000 Contracted Services	200.00	54601	02/07/25
29145	BEN & JERRY'S WATERBURY S	01/20/25	BL VoluntrApp FEB25 002335	210-5-35-10-845.000 Employee/Volunteer Recogn	228.00	54603	02/07/25
29410	BERGENDAHL DOROTHY	01/24/25	BL BrdStipend JAN25 BERG012025	210-5-35-10-190.000 Board Member Payments	50.00	54604	02/07/25

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Check Warrant Report # 24068 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 01/31/25 To 02/07/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	01/14/25	BL FNDNBooks JAN25 B6918657	210-5-35-10-610.000 General Supplies	1.01	54607	02/07/25
00530	01/14/25	BL FNDNBooks JAN25 B6918657	210-5-90-00-991.000 Library Donation Expense	16.20	54607	02/07/25
00530	01/14/25	BL FNDNBooks JAN25 B6918664	210-5-90-00-991.000 Library Donation Expense	16.20	54607	02/07/25
00530	01/14/25	BL FNDNBooks JAN25 B6918664	210-5-35-10-610.000 General Supplies	1.01	54607	02/07/25
00530	01/14/25	BL FNDNBooks JAN25 B6918665	210-5-90-00-991.000 Library Donation Expense	36.86	54607	02/07/25
00530	01/14/25	BL FNDNBooks JAN25 B6918665	210-5-35-10-610.000 General Supplies	1.01	54607	02/07/25
16030	01/21/25	String of lights out on P 40178	210-5-40-12-610.200 Streetlight Supplies	368.00	54608	02/07/25
30360	02/01/25	Phone/Internet February 2 43985020125	210-5-41-23-530.000 Communications	194.89	54609	02/07/25
30360	02/01/25	Phone/Internet February 2 43985020125	210-5-40-12-530.000 Communications	161.26	54609	02/07/25
30360	02/01/25	Phone/Internet February 2 43985020125	210-5-41-20-530.000 Communications	360.04	54609	02/07/25
30360	02/01/25	Phone/Internet February 2 43985020125	210-5-30-13-530.000 Communications	26.63	54609	02/07/25
30360	02/01/25	Phone/Internet February 2 43985020125	210-5-41-22-530.000 Communications	53.26	54609	02/07/25
30360	02/01/25	Phone/Internet February 2 43985020125	210-5-41-26-530.000 Communications	282.78	54609	02/07/25
30360	02/01/25	BL PhoneInternet JAN25 BT 022025	210-5-41-21-530.000 Communications	336.30	54609	02/07/25
03000	01/17/25	DEICER SALT ICE CNTRL BLK 2910524453	210-5-40-12-600.000 Salt, Sand and Gravel	2762.32	54610	02/07/25
03000	01/27/25	DEICER SALT ICE CNTRL BLK 2910571171	210-5-40-12-600.000 Salt, Sand and Gravel	1862.08	54610	02/07/25
03000	01/29/25	DEICER SALT ICE CNTRL BLK 2910583041	210-5-40-12-600.000 Salt, Sand and Gravel	4652.56	54610	02/07/25
26395	01/29/25	Comm Dev Posters wkshp 2025-412	210-5-16-10-550.000 Printing and Binding	60.00	54612	02/07/25
33850	01/30/25	ROW FY25 9500270893	210-5-40-12-441.000 Rental Land/Buildings	50.00	54613	02/07/25
33850	01/30/25	ROW FY25 9500270912	210-5-40-12-441.000 Rental Land/Buildings	50.00	54613	02/07/25
V10617	01/27/25	BB SW-45 Equipment BB1317 L10580	210-5-40-12-430.000 R&M Vehicles & Equipment	2124.96	54614	02/07/25
V10617	01/31/25	RepairBB1363 SW50 L10611	210-5-40-12-430.000 R&M Vehicles & Equipment	5952.72	54614	02/07/25
21120	01/14/25	Physical 00071994-00	210-5-25-10-330.000 Professional Services	357.00	54615	02/07/25
15285	01/31/25	Background Check PW 1676133	210-5-10-10-330.000 Professional Services	25.00	54617	02/07/25
21210	01/31/25	WATERBREAK COOLER AGRMENT 9306988391	210-5-40-12-610.000 General Supplies	50.00	54619	02/07/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
17895	02/01/25	CLEAN NEST EJRP Cleaning January 15515	210-5-41-26-420.000 Cleaning Services	5179.00	54620	02/07/25
17895	02/01/25	CLEAN NEST Janitorial Services 2 Lin 15517	210-5-41-20-420.000 Cleaning Services	798.00	54620	02/07/25
17895	02/01/25	CLEAN NEST BL Cleaning JAN25 15518	210-5-41-21-420.000 Cleaning Services	2375.00	54620	02/07/25
27330	12/23/24	COLLABORATIVE SUMMER LIBR BL SummrRdng JAN25 310420	210-5-90-00-991.000 Library Donation Expense	831.67	54621	02/07/25
04940	01/19/25	COMCAST 2 Lincoln Backup Internet 01363430125	210-5-41-20-530.000 Communications	149.89	54622	02/07/25
17025	01/28/25	COONRADT AMY Recording Secretary CC 1/ 0202	210-5-11-10-330.000 Professtional Services	144.00	54624	02/07/25
25715	01/22/25	DONALD L. HAMLIN CONSULT Eng Fees Dec 2024 Autumn 24801 0125	210-1-00-00-130.002 Exchange - Billable	1394.20	54626	02/07/25
25715	01/22/25	DONALD L. HAMLIN CONSULT Eng fees Dec 2024 17 Park 24805 0125	210-1-00-00-130.002 Exchange - Billable	2729.87	54626	02/07/25
25715	01/22/25	DONALD L. HAMLIN CONSULT Utility Map Update 2024 (24818 0125	210-5-40-12-330.000 Professional Services	715.00	54626	02/07/25
40025	11/05/24	E J PRESCOTT INC Fabric Rolls 6415495	210-5-30-12-610.000 General Supplies	270.00	54627	02/07/25
05550	01/19/25	ESO SOLUTIONS INC ESO - annual software ESO-159535	210-5-25-10-505.000 Tech. Subs, Licenses	234.84	54631	02/07/25
V0777	01/15/25	ESSEX REPORTER Essex Reporter Digital Ad 400154	210-5-10-10-540.000 Advertising	145.00	54632	02/07/25
25600	08/30/24	ESSEX RESCUE, INC FY25 Annual Contribution SPY_#1234	210-5-18-10-800.106 Essex Rescue	196338.00	54633	02/07/25
V0795	01/31/25	ESSEX TOWN OF Due to Town Jan 2025 013125	210-2-00-00-215.000 Due to Town	52.00	54634	02/07/25
16000	01/24/25	FISHER AUTO PARTS Parts for vehicles 05452A	210-5-40-12-430.000 R&M Vehicles & Equipment	36.99	54637	02/07/25
80192	02/03/25	Fountain of Youth Fitness Senior Fitness 020425D	210-5-30-10-330.000 Professional Services	50.00	54640	02/07/25
34895	02/01/25	GAUTHIER TRUCKING, INC. Trash 11 JACKSON ST 1847065	210-5-40-12-425.000 Trash Removal	156.88	54642	02/07/25
34895	02/01/25	GAUTHIER TRUCKING, INC. 2 Lincoln Garbage 01/2025 1847066	210-5-41-20-425.000 Trash Removal	342.33	54642	02/07/25
34895	02/01/25	GAUTHIER TRUCKING, INC. Trash Removal: PEARL ST, 1847067	210-5-40-12-425.000 Trash Removal	643.08	54642	02/07/25
34895	02/01/25	GAUTHIER TRUCKING, INC. Trash BARREL ON BIKE PATH 1847234	210-5-40-12-425.000 Trash Removal	91.08	54642	02/07/25
34895	02/01/25	GAUTHIER TRUCKING, INC. MSP Trash Removal Jan 1847938	210-5-41-26-425.000 Trash Removal	473.77	54642	02/07/25
26400	07/01/24	GMT/CCTA Member AssessInstall#3 2025-0041-3	210-5-19-10-800.102 GMT	83205.00	54643	02/07/25
24785	01/23/25	GRAINGER Floor Cleaning Pads 9382858356	210-5-41-22-610.000 General Supplies	122.04	54645	02/07/25
80046	01/21/25	HAGESTAD CHRISTINA Stipend PCAB January 2025 012125Hagest	210-5-11-10-190.000 Board Member Payments	50.00	54646	02/07/25
80178	01/21/25	HARRINGTON, DAVID Stipend PCAB January 2025 012125Harrin	210-5-11-10-190.000 Board Member Payments	50.00	54647	02/07/25

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80091	01/24/25	BL BrdStipend JAN25 HERG012025	210-5-35-10-190.000 Board Member Payments	50.00	54648	02/07/25
21335	01/01/25	Cribbage Rental Nov/Dec 2024NovDec	210-5-30-10-330.000 Professional Services	400.00	54650	02/07/25
21335	01/31/25	Cribbage January 2025Jan	210-5-30-10-330.000 Professional Services	200.00	54650	02/07/25
21335	01/31/25	Bingo January Jan2025	210-5-30-10-330.000 Professional Services	450.00	54650	02/07/25
21335	01/01/25	Luncheon Rentals Nov/Dec NovDec2024	210-5-30-10-330.000 Professional Services	625.00	54650	02/07/25
21335	01/01/25	Bingo Nov/Dec NovDec2024A	210-5-30-10-330.000 Professional Services	750.00	54650	02/07/25
33495	01/21/25	BL ABooks JAN25 86137908	210-5-35-10-640.201 Adult Collection	121.81	54651	02/07/25
33495	01/21/25	BL ABooks JAN25 86137908	210-5-90-00-640.201 Adult Collection replacem	30.98	54651	02/07/25
33495	01/21/25	BL ABooks JAN25 86137908	210-5-90-00-991.000 Library Donation Expense	56.63	54651	02/07/25
33495	01/23/25	BL ABooks JAN25 86193805	210-5-35-10-640.201 Adult Collection	1138.85	54651	02/07/25
33495	01/23/25	BL ABooks JAN25 86193805	210-5-90-00-640.201 Adult Collection replacem	47.33	54651	02/07/25
33495	01/23/25	BL ABooks JAN25 86193805	210-5-90-00-991.000 Library Donation Expense	29.88	54651	02/07/25
33495	01/31/25	BL ABksFDNBks FEB25 86376797	210-5-35-10-610.000 General Supplies	11.70	54651	02/07/25
33495	01/31/25	BL ABksFDNBks FEB25 86376797	210-5-35-10-640.201 Adult Collection	109.30	54651	02/07/25
33495	01/31/25	BL ABksFDNBks FEB25 86376797	210-5-90-00-991.000 Library Donation Expense	49.84	54651	02/07/25
26390	01/09/25	Membership dues SMH 20250109	210-5-12-10-500.000 Training Conf Dues	195.00	54652	02/07/25
37715	01/24/25	Phone Line Repair 44191	210-5-30-12-330.000 Professional Services	591.20	54653	02/07/25
27670	01/28/25	CABLE ASSEMBLY, SPINNER M 172167	210-5-40-12-430.000 R&M Vehicles & Equipment	36.32	54654	02/07/25
V10130	01/03/25	10 gallon 4.5php black 90762	210-5-40-12-610.000 General Supplies	75.98	54657	02/07/25
26920	01/28/25	Recording Secretary CC B 33	210-5-11-10-330.000 Professtional Services	36.00	54658	02/07/25
26920	01/28/25	Recording Secretary CC B 33	210-5-12-10-330.000 Professional Services	30.00	54658	02/07/25
80012	01/25/25	BL CProgs DD JAN25 MECHLER01202	210-5-35-10-840.202 Childrens Programs	100.00	54659	02/07/25
V9970	01/17/25	BL ADVDs JAN25 506629372	210-5-35-10-640.201 Adult Collection	16.99	54661	02/07/25
V9715	01/15/25	Ladder 3 Frame Replacemen 1/15/2025	210-5-25-10-430.000 R&M Vehicles & Equipment	44558.00	54662	02/07/25
27395	01/11/25	Health Feb 2025 20885265	210-5-30-10-210.000 Group Insurance	19565.56	54663	02/07/25

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
27395	01/11/25	MVP HEALTH CARE INC 43118 Health Feb 2025 20885265	210-5-16-10-210.000 Group Insurance	3010.62	54663	02/07/25
27395	01/11/25	MVP HEALTH CARE INC 43118 Health Feb 2025 20885265	210-2-00-00-210.006 Health Ins. Copay	5314.30	54663	02/07/25
27395	01/11/25	MVP HEALTH CARE INC 43118 Health Feb 2025 20885265	210-5-30-12-210.000 Group Insurance	2007.08	54663	02/07/25
27395	01/11/25	MVP HEALTH CARE INC 43118 Health Feb 2025 20885265	210-5-12-10-210.000 Group Insurance	2007.08	54663	02/07/25
27395	01/11/25	MVP HEALTH CARE INC 43118 Health Feb 2025 20885265	210-5-10-10-210.000 Group Insurance	6507.02	54663	02/07/25
27395	01/11/25	MVP HEALTH CARE INC 43118 Health Feb 2025 20885265	210-5-35-10-210.000 Group Insurance	11713.35	54663	02/07/25
27395	01/11/25	MVP HEALTH CARE INC 43118 Health Feb 2025 20885265	210-5-13-10-210.000 Group Insurance	1003.54	54663	02/07/25
27395	01/11/25	MVP HEALTH CARE INC 43118 Health Feb 2025 20885265	210-5-40-13-210.000 Group Insurance	662.34	54663	02/07/25
27395	01/11/25	MVP HEALTH CARE INC 43118 Health Feb 2025 20885265	210-5-40-12-210.000 Group Insurance	3370.72	54663	02/07/25
19325	02/01/25	OPEN APPROACH INC IT Services February 2025 25251	210-5-14-10-505.000 Tech. Subs, Licenses	5408.36	54665	02/07/25
19325	02/01/25	OPEN APPROACH INC IT Services February 2025 25251	210-5-14-10-330.000 Professional Services	8215.00	54665	02/07/25
19325	02/01/25	OPEN APPROACH INC ConnectWise Control Acces 25391	210-5-14-10-505.000 Tech. Subs, Licenses	50.00	54665	02/07/25
V10729	01/07/25	OVERDRIVE INC BL JDigiBks JAN25 01459DA25005	210-5-35-10-640.202 Juvenile Collection	74.23	54666	02/07/25
V10729	01/08/25	OVERDRIVE INC BL JDigiBks JAN25 01459DA25006	210-5-35-10-640.202 Juvenile Collection	560.68	54666	02/07/25
V10729	01/09/25	OVERDRIVE INC BL ADigiBks JAN25 01459DA25007	210-5-35-10-640.201 Adult Collection	139.98	54666	02/07/25
V10729	01/07/25	OVERDRIVE INC BL ADigiBks JAN25 01459DA2500A	210-5-35-10-640.201 Adult Collection	1124.38	54666	02/07/25
23420	01/31/25	P & P SEPTIC SERVICE INC. MSP Portolets Feb T638637	210-5-30-12-330.000 Professional Services	330.00	54668	02/07/25
80177	01/21/25	PARKER, JENNY Stipend PCAB January 2025 012125Parker	210-5-11-10-190.000 Board Member Payments	50.00	54669	02/07/25
24410	01/31/25	PRIORITY EXPRESS INC BL CourierGrnt 9 JAN25 8027255	210-5-35-10-890.000 Federal Grant Expenditure	234.54	54673	02/07/25
24410	01/31/25	PRIORITY EXPRESS INC BL CourierGrnt 9 JAN25 8027255	210-5-35-10-560.000 Postage	6.48	54673	02/07/25
25330	01/21/25	QUEEN CITY STEEL CO. 2-1/2"X2-1/2"X 3/16"HSS 4 286245	210-5-40-12-610.000 General Supplies	141.20	54674	02/07/25
37430	02/05/25	R R CHARLEBOIS INC ANTENNA-RADIO, AM/ FM, SRA IE63947	210-5-40-12-530.000 Communications	35.29	54675	02/07/25
37430	01/23/25	R R CHARLEBOIS INC Check Engine Light Proble RC88338	210-5-25-10-430.000 R&M Vehicles & Equipment	1360.87	54675	02/07/25
37430	01/28/25	R R CHARLEBOIS INC Repair Work on Truck #5 RC88395	210-5-40-12-430.000 R&M Vehicles & Equipment	1406.07	54675	02/07/25
24325	01/28/25	RADIO NORTH GROUP INC ANTENNA - WHIP 24146845	210-5-40-12-530.000 Communications	70.00	54676	02/07/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80069	01/12/25	Serv12/01- 31, 2024 37314	210-5-40-13-330.000 Professional Services	1578.75	54677	02/07/25
29085	01/09/25	Remove 4 ash trees along 000775350	210-5-40-12-890.834 Emerald Ash Borer	1845.00	54678	02/07/25
09105	01/28/25	EJRP Shred February 480318	210-5-30-10-330.000 Professional Services	24.00	54680	02/07/25
29835	01/15/25	MSP Paint Supplies 88483	210-5-30-12-431.000 R&M Buildings & Grounds	47.42	54681	02/07/25
29835	01/16/25	MSP Paint 88822	210-5-30-12-431.000 R&M Buildings & Grounds	41.76	54681	02/07/25
V2124	12/21/24	Fire Dept. Wooden Tables 6019830797	210-5-41-22-755.000 Furniture and Fixtures	1199.92	54683	02/07/25
V2124	12/28/24	Fire Dept. Wooden Tables 6020347632	210-5-41-22-755.000 Furniture and Fixtures	1049.93	54683	02/07/25
V2124	02/01/25	Credit for wrong # of tab 6023433011	210-5-41-22-755.000 Furniture and Fixtures	-1049.93	54683	02/07/25
80123	01/22/25	Stipend CSWD January 2025 012225Sulliv	210-5-11-10-190.000 Board Member Payments	50.00	54685	02/07/25
19350	02/03/25	Vehicle tracking 02/01-28 302000069751	210-5-40-12-505.000 Tech. Subs, Licenses	151.60	54687	02/07/25
36130	01/17/25	Cellular Service January 6103823254	210-5-25-10-530.000 Communications	100.06	54688	02/07/25
36130	01/17/25	Cellular Service January 6103823254	210-5-10-10-530.000 Communications	58.43	54688	02/07/25
36130	01/17/25	Cellular Service January 6103823254	210-5-40-12-530.000 Communications	60.48	54688	02/07/25
11935	01/22/25	BLADE CARBIDE 5HL 3/4X6X3 4539745	210-5-40-12-610.000 General Supplies	534.00	54691	02/07/25
22070	01/06/25	Community Meal Postcard 2 9884	210-5-11-10-831.000 Special or New Programs	1865.66	54692	02/07/25
23395	01/10/25	Mailbox post 519431	210-5-40-12-610.000 General Supplies	82.63	54693	02/07/25
23395	01/23/25	NUTS-BOLTS-SCREWS 519488	210-5-40-12-610.000 General Supplies	20.99	54693	02/07/25
23395	01/27/25	GT6'Hose Reel Lead Hose 519492	210-5-40-12-610.000 General Supplies	11.39	54693	02/07/25
23395	02/04/25	14.10Z MAP-Pro Cylinder 519533	210-5-40-12-610.000 General Supplies	14.24	54693	02/07/25
28470	01/03/25	Payroll Transfer PR-01/03/25	210-2-00-00-210.004 Retirement Payable	19385.61	54694	02/07/25
28470	01/17/25	Payroll Transfer PR-01/17/25	210-2-00-00-210.004 Retirement Payable	20990.80	54694	02/07/25
28470	01/31/25	Payroll Transfer PR-01/31/25	210-2-00-00-210.004 Retirement Payable	19258.38	54694	02/07/25
80130	01/31/25	Payroll Transfer PR-01/31/25	210-2-00-00-210.004 Retirement Payable	3134.82	54695	02/07/25
29825	01/23/25	MSP VT Gas February 15787560123A	210-5-41-26-621.000 Natural Gas/Heating	568.67	54697	02/07/25
29825	01/23/25	Service Period: 12/18/24- 24915	210-5-40-12-621.000 Natural Gas/Heating	897.50	54697	02/07/25

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29825	01/23/25	Service Period: 12/18/24-	24915	210-5-41-20-621.000 Natural Gas/Heating	472.11	54697	02/07/25
29825	01/23/25	Service Period: 12/18/24-	24915	210-5-41-22-621.000 Natural Gas/Heating	1266.45	54697	02/07/25
29825	01/23/25	Service Period: 12/18/24-	24915	210-5-41-21-621.000 Natural Gas/Heating	1713.17	54697	02/07/25
29825	01/23/25	Service Period: 12/18/24-	24915	210-5-41-23-621.000 Natural Gas/Heating	525.77	54697	02/07/25
29825	01/23/25	MSP VT Gas Feb	8100440125	210-5-41-26-621.000 Natural Gas/Heating	656.21	54698	02/07/25
38680	01/31/25	Training for Jamie McMaho	18238]	210-5-40-12-500.000 Training, Conf, Dues	24.00	54700	02/07/25
07565	01/17/25	BL BthrmSupplies JAN25	251740961	210-5-41-21-610.000 General Supplies	71.98	54701	02/07/25
07565	01/21/25	BL CraftBags JAN25	251805722	210-5-35-10-610.000 General Supplies	34.59	54701	02/07/25
07565	01/22/25	Supplies for Community Me	251831883	210-5-11-10-831.000 Special or New Programs	50.99	54701	02/07/25
07565	01/29/25	MSP Maint Supplies	251997824	210-5-30-12-610.000 General Supplies	298.04	54701	02/07/25
07565	01/31/25	Cleaning Supplies	252054229	210-5-30-12-610.000 General Supplies	51.69	54701	02/07/25
07565	01/31/25	Office Supplies	252061590	210-5-30-10-610.000 General Supplies	30.38	54701	02/07/25
25715	01/15/25	EJ-Public Works Facility	24828 0125	230-5-41-10-730.000 Facilities Assessment	1755.00	54626	02/07/25
V9715	01/15/25	Ladder 3 Frame Replacemen	1/15/2025	231-5-25-10-751.001 Ladder Truck Frame Replac	293593.00	54662	02/07/25
80077	12/31/24	2 Lincoln Reno Dec2024	Pay App #6	232-5-41-20-890.832 2 Lincoln Street Renovati	216335.86	54605	02/07/25
39425	01/10/25	2 Linc Reno 12/2024	21-1457 5689	232-5-41-20-890.832 2 Lincoln Street Renovati	8650.00	54679	02/07/25
30025	01/24/25	MSP Gym Study December	12904	233-5-00-00-740.005 Park Amenities	3910.74	54639	02/07/25
05290	01/24/25	Parts for Water truck #2	552502424259	254-5-54-70-751.001 Pickup Truck	11.28	54592	02/07/25
23435	01/31/25	Water Jan 2025	013125	254-5-54-20-411.000 CWD Water Purchase	56768.91	54616	02/07/25
23435	01/31/25	Water Jan 2025	013125	254-5-54-20-411.000 CWD Water Purchase	989.35	54616	02/07/25
23435	01/31/25	Water Jan 2025	013125	254-5-54-70-411.400 CWD Water Purchase - Glob	289900.97	54616	02/07/25
23435	01/31/25	Water Jan 2025	013125	254-5-54-70-411.400 CWD Water Purchase - Glob	5052.30	54616	02/07/25
31275	01/28/25	Water break Route 15	11088	254-5-54-20-433.000 R&M Infrastructure	4770.00	54625	02/07/25
25715	01/22/25	Utility Map Update 2024 (24818 0125	254-5-54-20-330.000 Professional Services	715.00	54626	02/07/25
40025	01/24/25	Service box and screws	6436823	254-5-54-20-610.000 General Supplies	126.48	54627	02/07/25

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For Check Acct 01 (GENERAL FUND) All check #s 01/31/25 To 02/07/25

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
40025	01/16/25	E J PRESCOTT INC	6X16 SS1 REP CLAMP 684724	254-5-54-20-433.000	383.36	54627	02/07/25
			6440495	R&M Infrastructure			
00445	01/23/25	G B MECHANICAL TRUCK CENT	Parts for Water Truck #2	254-5-54-70-751.001	56.43	54641	02/07/25
			28538	Pickup Truck			
04035	01/20/25	GOT THAT RENTAL & SALES I	new TRK 2- WATER TRUCK pa	254-5-54-70-751.001	169.98	54644	02/07/25
			137132	Pickup Truck			
27395	01/11/25	MVP HEALTH CARE INC 43118	Health Feb 2025	254-5-54-20-210.000	4023.04	54663	02/07/25
			20885265	Group Insurance			
24325	01/21/25	RADIO NORTH GROUP INC	radio parts truck 2	254-5-54-70-751.001	197.75	54676	02/07/25
			24146828	Pickup Truck			
36130	01/17/25	VERIZON WIRELESS VSAT	Cellular Service January	254-5-54-20-530.000	110.94	54688	02/07/25
			6103823254	Communications			
11935	01/22/25	VIKING-CIVES USA	LED LIGHT CLR BACKUP HEAT	254-5-54-70-751.001	161.30	54691	02/07/25
			4539737	Pickup Truck			
23395	01/23/25	VILLAGE HARDWARE - WILLIS	Parts for Water Truck #2	254-5-54-70-751.001	21.12	54693	02/07/25
			519485	Pickup Truck			
29825	01/23/25	VT GAS SYSTEMS	Service Period: 12/18/24-	254-5-54-20-621.000	688.40	54697	02/07/25
			24915	Natural Gas/Heating			
V10609	01/17/25	2G ENERGY INC.	Valve Cover Gasket	255-5-55-30-435.000	7851.57	54591	02/07/25
			415082500016	COGEN			
V10609	01/31/25	2G ENERGY INC.	Valve Housing for Crankca	255-5-55-30-435.000	527.98	54591	02/07/25
			415082500066	COGEN			
05290	02/04/25	ADVANCE AUTO PARTS 9820	Oil for waster water flee	255-5-55-30-430.000	172.63	54592	02/07/25
			552503524497	R&M Vehicles & Equipment			
42625	01/01/25	ALDRICH & ELLIOTT PC	Professional Services12/1	255-5-55-70-730.003	2390.00	54594	02/07/25
			82752	10 Year Engineer Evaluati			
V0031	01/13/25	ALLEN ENGINEERING	SODIUM BICARBONATE -50LB	255-5-55-30-619.000	1989.00	54596	02/07/25
			50208901	Chemicals			
V0031	01/27/25	ALLEN ENGINEERING	SODIUM BICARBONATE -50LB	255-5-55-30-619.000	3893.00	54596	02/07/25
			502090	Chemicals			
20660	01/16/25	BRENNTAG LUBRICANTS LLC	MOBIL PEGASUS 610 V#10551	255-5-55-30-570.000	3121.80	54606	02/07/25
			750269	Other Purchased Services			
23455	12/31/24	CHITTENDEN SOLID WASTE DI	DEC24 Biosolids	255-5-55-30-568.000	15023.97	54618	02/07/25
			21582	Biosolids Subcontractor			
17895	02/01/25	CLEAN NEST	Janitorial Services 2 Lin	255-5-55-30-330.000	326.00	54620	02/07/25
			15517	Professional Services			
04940	01/23/25	COMCAST	Internet Only Jan. 30, 20	255-5-55-30-530.000	174.89	54623	02/07/25
			03160280125	Communications			
V10347	01/17/25	EHRlich	PEST CONTROL MAINTENANCE	255-5-55-30-431.000	94.95	54628	02/07/25
			72491914	R&M Buildings			
06870	01/22/25	ENDYNE INC	Constituent Monitoring	255-5-55-30-340.000	100.00	54629	02/07/25
			518447	Technical Services			
06870	01/22/25	ENDYNE INC	Essex Jct. WWTF TKN	255-5-55-30-340.000	35.00	54629	02/07/25
			518583	Technical Services			
29280	01/17/25	FIRST NATIONAL BANK OMAH	Wastewater Visa payment 1	255-5-55-30-435.000	6.93	54636	02/07/25
			0481011725	COGEN			
29280	01/17/25	FIRST NATIONAL BANK OMAH	Wastewater Visa payment 1	255-5-55-30-618.000	16.77	54636	02/07/25
			0481011725	Laboratory Supplies			
29280	01/17/25	FIRST NATIONAL BANK OMAH	Wastewater Visa payment 1	255-5-55-30-611.000	334.49	54636	02/07/25
			0481011725	Small Tools & Equipment			

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Vendor	Invoice Date	Invoice Description	Account	Amount Paid	Check Number	Check Date
29280	01/17/25	FIRST NATIONAL BANK OMAH Wastewater Visa payment 1 0481011725	255-5-55-30-610.000 General Supplies	318.43	54636	02/07/25
29280	01/17/25	FIRST NATIONAL BANK OMAH Wastewater Visa payment 1 0481011725	255-5-55-30-570.000 Other Purchased Services	22.94	54636	02/07/25
24785	01/21/25	GRAINGER supplies for lab and Peph 9379709257	255-5-55-70-722.008 Vt Phos Challenge PePhlo	50.04	54645	02/07/25
24785	01/21/25	GRAINGER supplies for lab and Peph 9379709257	255-5-55-30-618.000 Laboratory Supplies	6.33	54645	02/07/25
24785	01/27/25	GRAINGER Ladder Hooks 9385365052	255-5-55-30-610.000 General Supplies	46.76	54645	02/07/25
24785	01/27/25	GRAINGER REPLACEMENT SENSOR,OXYGEN 9385998829	255-5-55-30-609.000 Safety Supplies	225.76	54645	02/07/25
24785	01/31/25	GRAINGER PROTECTANT,TRIGGER SPRAY, 9392098738	255-5-55-30-610.000 General Supplies	12.19	54645	02/07/25
V1093	01/23/25	HOLLAND CO., INC. Sodium Aluminate PI31408	255-5-55-30-619.000 Chemicals	21621.41	54649	02/07/25
V9769	01/22/25	KEMIRA WATER SOLUTIONS Ferrous chloride 9017873144	255-5-55-30-619.000 Chemicals	9536.89	54655	02/07/25
80045	01/27/25	MICRONICS ENGINEERED FILT GBT Roller F000001202	255-5-55-30-570.000 Other Purchased Services	1337.89	54660	02/07/25
27395	01/11/25	MVP HEALTH CARE INC 43118 Health Feb 2025 20885265	255-5-55-30-210.000 Group Insurance	8299.71	54663	02/07/25
V1661	01/17/25	NORTH CENTRAL LABORATORIE Cable for blanket finder 514504	255-5-55-30-570.000 Other Purchased Services	472.66	54664	02/07/25
19325	02/01/25	OPEN APPROACH INC Monthly Billing for Febru 25325	255-5-55-30-340.000 Technical Services	130.00	54665	02/07/25
19325	02/01/25	OPEN APPROACH INC ConnectWise Control Acces 25391	255-5-55-30-505.000 Tech. Subs, Licenses	50.00	54665	02/07/25
03160	01/16/25	P & H SENESAC INC POLYMER FOR DEWATERING 20563	255-5-55-30-568.000 Biosolids Subcontractor	9108.00	54667	02/07/25
V2093	01/15/25	SLACK CHEMICAL COMPANY IN Sodium Bicarbonate 481478	255-5-55-30-619.000 Chemicals	4483.00	54682	02/07/25
V2093	01/22/25	SLACK CHEMICAL COMPANY IN Sodium Bicarbonate Super 481728	255-5-55-30-619.000 Chemicals	5621.40	54682	02/07/25
V2093	01/29/25	SLACK CHEMICAL COMPANY IN Sodium Bicarbonate 481997	255-5-55-30-619.000 Chemicals	4368.00	54682	02/07/25
V2124	01/18/25	STAPLES ADVANTAGE Labels for wastewater adm 6021908590	255-5-55-30-610.000 General Supplies	41.61	54683	02/07/25
V2124	01/18/25	STAPLES ADVANTAGE Wall calendar for Ken M. 6021908592	255-5-55-30-610.000 General Supplies	12.85	54683	02/07/25
V2124	01/18/25	STAPLES ADVANTAGE Supplies for WW OPcontrol 6021908594	255-5-55-30-610.000 General Supplies	163.17	54683	02/07/25
36130	01/17/25	VERIZON WIRELESS VSAT Cellular Service January 6103823254	255-5-55-30-530.000 Communications	90.90	54688	02/07/25
29825	01/23/25	VT GAS SYSTEMS Service Period: 12/18/24- 24915	255-5-55-30-621.000 Natural Gas/Heating	3523.84	54697	02/07/25
07565	01/21/25	W B MASON CO INC Distilled Water, 1 Gallon 251845828	255-5-55-30-618.000 Laboratory Supplies	69.90	54701	02/07/25
25715	01/22/25	DONALD L. HAMLIN CONSULT EJ-Sewer Study Phase 1 23808 0125	256-5-56-70-722.006 Collection Sys Capacity S	1276.00	54626	02/07/25

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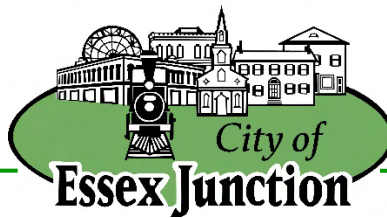
Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
04115	01/16/25	KINSLEY POWER SYSTEMS HS PS generator troublesh SVC000211255	256-5-56-40-434.000 R&M Pump Stations	1407.00	54656	02/07/25
27395	01/11/25	MVP HEALTH CARE INC 43118 Health Feb 2025 20885265	256-5-56-40-210.000 Group Insurance	2728.03	54663	02/07/25
19325	02/01/25	OPEN APPROACH INC Monthly Billing for Febru 25325	256-5-56-40-340.000 Technical Services	560.00	54665	02/07/25
36130	01/23/25	VERIZON WIRELESS VSAT Pump Stations December 24 6104381446	256-5-56-40-340.000 Technical Services	304.75	54689	02/07/25
36130	01/23/25	VERIZON WIRELESS VSAT Pump Stations December 24 6104381446	256-5-56-40-434.001 Susie Wilson PS Costs	78.50	54689	02/07/25
36130	01/23/25	VERIZON WIRELESS VSAT Pump Stations December 24 6104381446	256-5-56-40-434.002 West Street PS Costs	78.50	54689	02/07/25
29825	01/23/25	VT GAS SYSTEMS Service Period: 12/18/24- 24915	256-5-56-40-434.001 Susie Wilson PS Costs	59.05	54697	02/07/25
29825	01/23/25	VT GAS SYSTEMS Service Period: 12/18/24- 24915	256-5-56-40-434.002 West Street PS Costs	60.06	54697	02/07/25
29825	01/23/25	VT GAS SYSTEMS Service Period: 12/18/24- 24915	256-5-56-40-621.000 Natural Gas/Heating	249.40	54697	02/07/25
19815	01/27/25	AMAZON CAPITAL SERVICES RK Hiawatha Supplies 116MFC9R46PH	259-5-30-15-610.000 General Supplies	64.99	54598	02/07/25
19815	01/27/25	AMAZON CAPITAL SERVICES RK EES Supplies 116MFC9R4Y7N	259-5-30-15-610.000 General Supplies	51.59	54598	02/07/25
19815	02/03/25	AMAZON CAPITAL SERVICES RK EES Supplies 11G9FJ933RD3	259-5-30-15-610.000 General Supplies	133.60	54598	02/07/25
19815	01/27/25	AMAZON CAPITAL SERVICES RK FMS Supplies 13MKPVQ17TMC	259-5-30-15-610.000 General Supplies	79.91	54598	02/07/25
19815	01/21/25	AMAZON CAPITAL SERVICES RK Hiawatha Supplies 14CJV396LCQV	259-5-30-15-610.000 General Supplies	68.98	54598	02/07/25
19815	01/30/25	AMAZON CAPITAL SERVICES RK FMS Supplies 14JVG97C31XP	259-5-30-15-610.000 General Supplies	42.55	54598	02/07/25
19815	02/03/25	AMAZON CAPITAL SERVICES RK MSP EES Supplies 14PJFND9CN1W	259-5-30-15-610.000 General Supplies	8.99	54598	02/07/25
19815	02/03/25	AMAZON CAPITAL SERVICES RK Westford Supplies 179NP9FC1XQX	259-5-30-15-610.000 General Supplies	21.77	54598	02/07/25
19815	01/27/25	AMAZON CAPITAL SERVICES RK FMS Supplies 19JLHJYJ73QT	259-5-30-15-610.000 General Supplies	101.10	54598	02/07/25
19815	01/27/25	AMAZON CAPITAL SERVICES Program Supplies 1C4T4C4L4FL3	259-5-30-14-610.000 General Supplies	95.95	54598	02/07/25
19815	01/27/25	AMAZON CAPITAL SERVICES PS Supplies 1CG9616R6R4N	259-5-30-16-610.000 General Supplies	9.99	54598	02/07/25
19815	01/29/25	AMAZON CAPITAL SERVICES RK FMS Supplies 1CNCX36C49QY	259-5-30-15-610.000 General Supplies	40.92	54598	02/07/25
19815	01/21/25	AMAZON CAPITAL SERVICES RK Hiawatha Supplies 1CWFJLK1M4T9	259-5-30-15-610.000 General Supplies	172.21	54598	02/07/25
19815	01/27/25	AMAZON CAPITAL SERVICES PS Supplies 1D99W77J4DMP	259-5-30-16-610.000 General Supplies	47.94	54598	02/07/25
19815	01/27/25	AMAZON CAPITAL SERVICES PS Supplies 1DJLFG3L3X7C	259-5-30-16-610.000 General Supplies	9.99	54598	02/07/25
19815	01/31/25	AMAZON CAPITAL SERVICES RK Hiawatha Supplies 1JMPP61HD94Q	259-5-30-15-610.000 General Supplies	13.25	54598	02/07/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	01/30/25 RK Westford Supplies 1JVVMGG43J7	259-5-30-15-610.000 General Supplies	143.70	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	01/23/25 RK Westford Supplies 1LH9WHLLFMVM	259-5-30-15-610.000 General Supplies	20.98	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	01/21/25 RK Summit Supplies 1MH9CFG3L1MH	259-5-30-15-610.000 General Supplies	47.98	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	01/21/25 Vac Camp Supplies 1MH9CFG3M7LC	259-5-30-15-610.000 General Supplies	182.30	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	02/03/25 RK Hiawatha Supplies 1MN71R9913KK	259-5-30-15-610.000 General Supplies	32.72	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	01/23/25 RK Summit Supplies 1PW7CT3P1KJX	259-5-30-15-610.000 General Supplies	211.07	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	01/21/25 RK EES Supplies 1RLJR7PYRMFV	259-5-30-15-610.000 General Supplies	161.58	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	02/03/25 RK EES Supplies 1RXP7PXCPKP	259-5-30-15-610.000 General Supplies	29.94	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	01/27/25 PS Supplies 1TQ4VXQM3JRX	259-5-30-16-610.000 General Supplies	150.89	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	01/31/25 PS Supplies 1VK9H7YTC7YL	259-5-30-16-610.000 General Supplies	82.15	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	01/27/25 RK Hiawatha Supplies 1XMX3Y4T6QPN	259-5-30-15-610.000 General Supplies	65.11	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	01/27/25 RK Summit Supplies 1XMX3Y4T76GR	259-5-30-15-610.000 General Supplies	128.23	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	01/27/25 Vac Camp Supplies 1Y1LJ3QP9N49	259-5-30-15-610.000 General Supplies	122.29	54598	02/07/25
19815	AMAZON CAPITAL SERVICES	02/03/25 RK Westford Supplies 1YP776CM1T41	259-5-30-15-610.000 General Supplies	109.92	54598	02/07/25
23190	BAILEY SPRING & CHASSIS	01/23/25 RK Bus Inspection W20710	259-5-30-15-330.000 Professional Services	205.00	54602	02/07/25
23190	BAILEY SPRING & CHASSIS	01/23/25 RK Bus Inspection W21151	259-5-30-15-330.000 Professional Services	75.00	54602	02/07/25
27590	CATAMOUNT COLOR (OFFSET H	01/22/25 Camp Brochure Printing 35807	259-5-30-17-330.000 Professional Services	1670.00	54611	02/07/25
23455	CHITTENDEN SOLID WASTE DI	01/31/25 MSP Trash Removal 3576517	259-5-30-12-330.000 Professional Services	11.00	54618	02/07/25
17895	CLEAN NEST	02/01/25 EJRP Cleaning January 15515	259-5-30-16-420.000 Cleaning Services	1464.00	54620	02/07/25
80025	EPSTEIN, KAITLIN	01/27/25 RK Refund-Epstein \$820 200944	259-4-30-15-020.313 Childcare - AS	820.00	54630	02/07/25
04640	FASTENAL INDUSTRIAL & CON	06/25/24 Camp Cold Packs VTBUR329654	259-5-30-17-610.000 General Supplies	254.44	54635	02/07/25
37875	FLEETPRIDE	02/03/25 RecKids Bus Inspection 11199	259-5-30-15-330.000 Professional Services	140.00	54638	02/07/25
27395	MVP HEALTH CARE INC 43118	01/11/25 Health Feb 2025 20885265	259-5-30-15-210.000 Group Insurance	9031.86	54663	02/07/25
27395	MVP HEALTH CARE INC 43118	01/11/25 Health Feb 2025 20885265	259-5-30-14-210.000 Group Insurance	2751.74	54663	02/07/25
27395	MVP HEALTH CARE INC 43118	01/11/25 Health Feb 2025 20885265	259-5-30-16-210.000 Group Insurance	13082.26	54663	02/07/25

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29425	PERFORMANCE FOOD 24793-EJ	01/22/25	RK FMS Snack 318170	259-5-30-15-610.000 General Supplies	169.26	54670	02/07/25
29425	PERFORMANCE FOOD 24793-EJ	01/22/25	RK Snack 319554	259-5-30-15-610.000 General Supplies	77.93	54670	02/07/25
29425	PERFORMANCE FOOD 24793-EJ	01/22/25	RK EES Snack 319688	259-5-30-15-610.000 General Supplies	180.01	54670	02/07/25
29425	PERFORMANCE FOOD 24793-EJ	01/27/25	RK FMS Snack 321038	259-5-30-15-610.000 General Supplies	159.80	54670	02/07/25
29425	PERFORMANCE FOOD 24793-EJ	01/27/25	RK Fleming Snack 321106	259-5-30-15-610.000 General Supplies	219.07	54670	02/07/25
29425	PERFORMANCE FOOD 24793-EJ	01/27/25	RK Hiawatha Snack 321126	259-5-30-15-610.000 General Supplies	74.77	54670	02/07/25
29425	PERFORMANCE FOOD 24793-EJ	01/27/25	RK Sum/Hia K Snack 322067	259-5-30-15-610.000 General Supplies	152.49	54670	02/07/25
29425	PERFORMANCE FOOD 24793-EJ	01/28/25	RK Hiawatha Snack 323439	259-5-30-15-610.000 General Supplies	189.00	54670	02/07/25
29425	PERFORMANCE FOOD 24793-EJ	01/29/25	RK Westford Snack 323499	259-5-30-15-610.000 General Supplies	37.54	54670	02/07/25
29425	PERFORMANCE FOOD 24793-EJ	01/28/25	RK EES Snack 323532	259-5-30-15-610.000 General Supplies	162.57	54670	02/07/25
29425	PERFORMANCE FOOD 24793-EJ	01/30/25	RK Summit Snack 324882	259-5-30-15-610.000 General Supplies	230.94	54670	02/07/25
29425	PERFORMANCE FOOD 24793-EJ	02/03/25	RK MSP EES Snack 326574	259-5-30-15-610.000 General Supplies	153.01	54670	02/07/25
80071	PLUM THERAPY LLC KATRINA	01/24/25	Clinical Supervision Janu 012425D	259-5-30-15-330.000 Professional Services	300.00	54672	02/07/25
23495	STUDENT TRANSPORTATION OF	11/30/24	Vac Camp Bus 11/25-27 70282580	259-5-30-15-580.000 Travel	1042.88	54684	02/07/25
23495	STUDENT TRANSPORTATION OF	12/31/24	Vac Camp Bus 12/30 70286067	259-5-30-15-580.000 Travel	444.19	54684	02/07/25
14695	THE BIG BLUE TRUNK	01/26/25	RK MSP 1/22 2665	259-5-30-15-330.000 Professional Services	550.00	54686	02/07/25
36130	VERIZON WIRELESS VSAT	01/17/25	Cellular Service January 6103823254	259-5-30-16-530.000 Communications	40.44	54688	02/07/25
25315	VESPA'S PIZZA PASTA & DEL	01/30/25	RK Training 1/30 013025D	259-5-30-15-610.000 General Supplies	180.00	54690	02/07/25
25945	VT AFTERSCHOOL	01/30/25	RK Training 1/51/30 6753	259-5-30-15-330.000 Professional Services	240.00	54696	02/07/25
06195	VT INSTITUTE OF NATURAL S	01/22/25	Vac Camp 3/3 V1074	259-5-30-15-330.000 Professional Services	540.00	54699	02/07/25
07565	W B MASON CO INC	01/24/25	PS Supplies 251912044	259-5-30-16-610.000 General Supplies	27.18	54701	02/07/25
07565	W B MASON CO INC	01/31/25	PS Supplies 252060402	259-5-30-16-610.000 General Supplies	44.24	54701	02/07/25

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
Report Total				1557760.51		

To the Treasurer of City of Essex Junction, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *1,557,760.51
Let this be your order for the payments of these amounts.



MEMORANDUM

To: City Council

From: Joanne Pfaff

Meeting Date: February 12, 2025

Subject: Regional Boards and Committees

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

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

[Chittenden Solid Waste District](#)

[Town Meeting TV](#)

[Chittenden County Communications Union District](#)

[Green Mountain Transit](#)

[Winooski Valley Parks District](#)

[Champlain Water District](#)

[Tree Farm Management Group](#)

[Chittenden County Regional Planning Commission](#)

Cost: N/A

Recommendation: N/A

Recommended Motion: N/A

Attachments: N/A



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: February 12, 2025
Subject: January 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 1/31/25 therefore the year to date actuals are for the period 7/1/24-1/31/25, and the month actuals are for the month of January.

While we will continue to receive January invoices over the coming weeks, we are about 58% of the way through the fiscal year. The General Fund revenue is just under 98% of budget or \$11,503,599 and expenditures are just under 55% of budget or \$6,549,828.

The Water Fund operating revenue is just over 30% of budget or \$554,075 and operating expenditures are just over 55% of budget or \$1,002,710. The Wastewater Fund operating revenue is just under 64% of budget or \$1,903,274 and operating expenditures are just over 51% of budget or \$1,534,078. The Sanitation Fund operating revenue is just under 51% of budget or \$495,603 and operating expenditures are just under 66% of budget or \$499,718. The next round of utility bills will be prepared and sent before the end of February and will be due at the end of March. This revenue will be reflected in the February financials.

There are currently 179 utility accounts with balances totaling \$30,002, all of which is delinquent as utility bills were due on November 21st. There are currently no properties with water shut off.

The EJRP Program Fund revenue is just over 57% of budget or \$2,141,355 and expenditures are just under 66% of budget or \$2,518,321.

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	10,931,021.62	179,324.38	98.39%	-56,595.96
210-4-00-00-020.001 PILOT Tax Agreements	8,800.00	8,800.00	0.00	100.00%	0.00
210-4-00-00-020.054 Admin Fee - Water	190,891.00	143,168.25	47,722.75	75.00%	47,722.75
210-4-00-00-020.055 Admin Fee - WWTF	95,446.00	71,584.50	23,861.50	75.00%	23,861.50
210-4-00-00-020.056 Admin Fee - Sanitation	190,891.00	143,168.25	47,722.75	75.00%	47,722.75
210-4-00-00-020.059 Admin Fee - EJRP PF	45,000.00	33,750.00	11,250.00	75.00%	11,250.00
210-4-00-00-042.001 PILOT Revenue	8,000.00	16,646.20	-8,646.20	208.08%	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	44,248.67	-5,248.67	113.46%	0.00
210-4-00-00-060.000 Interest Income	2,500.00	58,308.20	-55,808.20	2,332.33%	27.16
210-4-00-00-080.001 State District Court Fine	4,500.00	2,812.50	1,687.50	62.50%	75.00
210-4-00-00-085.000 Penalties	30,000.00	32,639.27	-2,639.27	108.80%	0.00
210-4-00-00-086.000 Interest	8,000.00	12,303.21	-4,303.21	153.79%	1,553.26
210-4-00-00-098.000 Misc Revenue	1,500.00	5,148.07	-3,648.07	343.20%	1,828.90
Total General Revenues	11,743,010.00	11,503,598.74	239,411.26	97.96%	77,445.36
210-4-10 Admin Revenues					
Total Admin Revenues	0.00	0.00	0.00	0.00%	0.00
210-4-12-10 Clerk Revenue					
210-4-12-10-020.003 Use of Vault	50.00	44.00	6.00	88.00%	4.00
210-4-12-10-020.004 Recording Fees	55,000.00	30,834.00	24,166.00	56.06%	2,816.00
210-4-12-10-020.010 Printing and Duplication	4,000.00	255.05	3,744.95	6.38%	26.00
210-4-12-10-020.011 Online Land Records	0.00	232.75	-232.75	100.00%	26.25
210-4-12-10-020.013 Sale of Certified Copy	6,000.00	850.00	5,150.00	14.17%	90.00
210-4-12-10-020.023 Records Preservation	0.00	11,187.00	-11,187.00	100.00%	1,024.00
210-4-12-10-030.001 Liquor Licenses	2,875.00	395.00	2,480.00	13.74%	325.00
210-4-12-10-030.002 Hunting and Fishing	10.00	5.00	5.00	50.00%	0.00
210-4-12-10-030.003 Marriage Licenses	630.00	360.00	270.00	57.14%	0.00
210-4-12-10-030.004 Animal Licenses	2,700.00	982.00	1,718.00	36.37%	754.00
210-4-12-10-030.005 Green Mountain Passport	100.00	94.00	6.00	94.00%	0.00
210-4-12-10-030.006 DMV Registrations	99.00	21.00	78.00	21.21%	3.00
Total Clerk Revenue	71,464.00	45,239.80	26,204.20	63.33%	5,068.25
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	28,085.00	18,915.00	59.76%	850.00
Total ComDev Revenues	47,000.00	28,085.00	18,915.00	59.76%	850.00
210-4-17 EconDev Revenues					

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
Total EconDev Revenues	0.00	0.00	0.00	0.00%	0.00
210-4-25 Fire Revenues					
Total Fire Revenues	0.00	0.00	0.00	0.00%	0.00
210-4-30 EJP Revenues					
210-4-30-10-020.000 Charges for Services	9,500.00	750.00	8,750.00	7.89%	0.00
210-4-30-12-091.000 Transfer btwn funds (non-	0.00	750.00	-750.00	100.00%	0.00
Total EJP Revenues	9,500.00	1,500.00	8,000.00	15.79%	0.00
210-4-35 Library Revenues					
210-4-35-10-040.000 Federal Grant Revenue	0.00	683.80	-683.80	100.00%	0.00
210-4-35-10-041.000 State and Other Grant Rev	0.00	3,300.00	-3,300.00	100.00%	0.00
210-4-35-10-098.000 Misc Revenue	650.00	492.40	157.60	75.75%	74.50
Total Library Revenues	650.00	4,476.20	-3,826.20	688.65%	74.50
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%	0.00
210-4-40-12-098.000 Misc Revenue	2,500.00	1,940.90	559.10	77.64%	0.00
Total PW Revenues	132,500.00	130,650.55	1,849.45	98.60%	0.00
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					
210-4-90-00-050.000 Library Donation Revenue	0.00	1,951.99	-1,951.99	100.00%	0.00
210-4-90-00-640.201 Adult Collection replacem	0.00	525.95	-525.95	100.00%	35.00
210-4-90-00-640.202 Juvenile Collection repl	0.00	572.00	-572.00	100.00%	90.00
Total Other Sources and Uses	0.00	3,049.94	-3,049.94	100.00%	125.00
Total Revenue	12,004,124.00	11,716,620.23	287,503.77	97.60%	83,563.11
Total Revenues	12,004,124.00	11,716,620.23	287,503.77	97.60%	83,563.11
210-5-10-10 Administration					
210-5-10-10-110.000 Regular Salaries	356,253.00	201,878.34	154,374.66	56.67%	40,242.54
210-5-10-10-210.000 Group Insurance	115,354.00	51,906.70	63,447.30	45.00%	5,361.43
210-5-10-10-220.000 Social Security	27,438.00	15,794.39	11,643.61	57.56%	3,081.09
210-5-10-10-225.000 Act 76 Childcare Tax	1,184.00	668.93	515.07	56.50%	116.45
210-5-10-10-230.000 Retirement	31,295.00	17,701.17	13,593.83	56.56%	3,585.66
210-5-10-10-290.000 Other Employee Benefits	5,978.00	350.00	5,628.00	5.85%	0.00

GENERAL FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-5-10-10-320.000 Legal Services	45,000.00	15,513.50	29,486.50	34.47%	5,861.50
210-5-10-10-330.000 Professional Services	8,031.00	831.80	7,199.20	10.36%	196.50
210-5-10-10-442.000 Rental Vehicles/Equip	6,717.00	1,368.75	5,348.25	20.38%	165.54
210-5-10-10-500.000 Training, Conf, Dues	10,982.00	5,462.53	5,519.47	49.74%	149.00
210-5-10-10-505.000 Tech. Subs, Licenses	15,851.00	14,217.62	1,633.38	89.70%	1,456.46
210-5-10-10-530.000 Communications	3,408.00	3,086.31	321.69	90.56%	40.44
210-5-10-10-540.000 Advertising	29,530.00	8,023.56	21,506.44	27.17%	1,907.35
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	5,701.76	3,608.24	61.24%	339.99
210-5-10-10-580.000 Travel	2,000.00	34.95	1,965.05	1.75%	0.00
210-5-10-10-610.000 General Supplies	5,000.00	1,076.28	3,923.72	21.53%	45.82
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	1,507.09	4,492.91	25.12%	0.00
210-5-10-10-850.000 Community Events and Cele	500.00	500.00	0.00	100.00%	0.00
Total Administration	688,831.00	345,623.68	343,207.32	50.18%	62,549.77
210-5-11-10 Legislative					
210-5-11-10-190.000 Board Member Payments	13,800.00	450.00	13,350.00	3.26%	200.00
210-5-11-10-190.001 City Council Payments	12,500.00	6,250.00	6,250.00	50.00%	0.00
210-5-11-10-220.000 Social Security	956.00	478.10	477.90	50.01%	0.00
210-5-11-10-225.000 Act 76 Childcare Tax	41.00	20.60	20.40	50.24%	0.00
210-5-11-10-330.000 Professtional Services	33,608.00	15,559.00	18,049.00	46.30%	132.00
210-5-11-10-500.000 Training, Conferences, Du	17,563.00	15,947.50	1,615.50	90.80%	147.00
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	539.68	1,535.32	26.01%	215.42
210-5-11-10-831.000 Special or New Programs	20,000.00	2,180.00	17,820.00	10.90%	2,180.00
Total Legislative	102,243.00	41,424.88	60,818.12	40.52%	2,874.42
210-5-12-10 Clerk					
210-5-12-10-110.000 Regular Salaries	157,132.00	98,053.92	59,078.08	62.40%	17,721.08
210-5-12-10-120.000 Part Time Salaries	7,426.00	2,136.25	5,289.75	28.77%	0.00
210-5-12-10-130.000 Overtime	453.00	485.37	-32.37	107.15%	113.09
210-5-12-10-210.000 Group Insurance	30,302.00	25,446.58	4,855.42	83.98%	4,881.86
210-5-12-10-220.000 Social Security	12,919.00	7,660.13	5,258.87	59.29%	1,383.84
210-5-12-10-225.000 Act 76 Childcare Tax	557.00	333.29	223.71	59.84%	55.28
210-5-12-10-230.000 Retirement	15,396.00	9,387.89	6,008.11	60.98%	1,738.83
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	48.00	144.00	25.00%	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	1,529.04	1,470.96	50.97%	85.00
210-5-12-10-505.000 Tech. Subs Licenses	4,200.00	2,499.00	1,701.00	59.50%	357.00
210-5-12-10-550.000 Printing and Binding	1,500.00	574.35	925.65	38.29%	0.00
210-5-12-10-560.000 Postage	500.00	307.19	192.81	61.44%	30.14
210-5-12-10-580.000 Travel	500.00	394.18	105.82	78.84%	0.00
210-5-12-10-610.000 General Supplies	3,776.00	1,504.25	2,271.75	39.84%	536.49
210-5-12-10-735.000 Technology: Hardware, Sof	2,000.00	24.00	1,976.00	1.20%	24.00
210-5-12-10-820.000 Elections	15,867.00	733.53	15,133.47	4.62%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
Total Clerk	236,470.00	151,116.97	105,353.03	58.92%	26,926.61
210-5-13-10 Finance					
210-5-13-10-110.000 Regular Salaries	287,174.00	162,179.66	124,994.34	56.47%	32,502.50
210-5-13-10-190.000 Board Member Payments	1,400.00	100.00	1,300.00	7.14%	0.00
210-5-13-10-210.000 Group Insurance	57,813.00	24,581.74	33,231.26	42.52%	5,124.53
210-5-13-10-220.000 Social Security	23,190.00	13,485.82	9,704.18	58.15%	2,760.86
210-5-13-10-225.000 Act 76 Childcare Tax	1,000.00	567.16	432.84	56.72%	105.20
210-5-13-10-230.000 Retirement	27,366.00	15,522.93	11,843.07	56.72%	3,122.70
210-5-13-10-250.000 Unemployment Insurance	3,834.00	2,680.99	1,153.01	69.93%	0.00
210-5-13-10-260.000 Workers Comp Insurance	21,182.00	14,715.71	6,466.29	69.47%	9,826.78
210-5-13-10-290.000 Other Employee Benefits	1,400.00	700.00	700.00	50.00%	0.00
210-5-13-10-330.000 Professional Services	14,310.00	6,584.93	7,725.07	46.02%	0.00
210-5-13-10-335.000 Audit	14,453.00	14,453.22	-0.22	100.00%	0.00
210-5-13-10-500.000 Training, Conf, Dues	1,758.00	105.00	1,653.00	5.97%	0.00
210-5-13-10-505.000 Tech. Subs, Licenses	21,999.00	13,049.28	8,949.72	59.32%	980.00
210-5-13-10-520.000 PACIF Insurance	103,615.00	43,867.46	59,747.54	42.34%	23,034.24
210-5-13-10-550.000 Printing and Binding	3,883.00	2,794.56	1,088.44	71.97%	0.00
210-5-13-10-560.000 Postage	2,800.00	1,886.84	913.16	67.39%	0.00
210-5-13-10-580.000 Travel	1,140.00	53.51	1,086.49	4.69%	0.00
210-5-13-10-610.000 General Supplies	800.00	104.54	695.46	13.07%	0.00
Total Finance	589,117.00	317,433.35	271,623.65	53.88%	77,456.61
210-5-14-10 Information Technology					
210-5-14-10-330.000 Professional Services	118,981.00	63,139.45	55,841.55	53.07%	9,034.75
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	41,105.71	21,920.29	65.22%	5,726.39
210-5-14-10-735.000 Tech Hardware, Software,	41,604.00	8,268.80	33,335.20	19.88%	1,803.80
Total Information Technology	228,611.00	112,513.96	116,097.04	49.22%	16,564.94
210-5-15-10 Assessing					
210-5-15-10-330.000 Professional Services	89,068.00	44,535.32	44,532.68	50.00%	22,267.66
210-5-15-10-505.000 Tech. Subs, Licenses	500.00	1,035.00	-535.00	207.00%	0.00
Total Assessing	89,568.00	45,570.32	43,997.68	50.88%	22,267.66
210-5-16-10 Community Development					
210-5-16-10-110.000 Regular Salaries	223,763.00	127,595.45	96,167.55	57.02%	25,048.53
210-5-16-10-190.000 Board member Payments	14,400.00	4,500.00	9,900.00	31.25%	250.00
210-5-16-10-210.000 Group Insurance	33,625.00	25,919.03	7,705.97	77.08%	6,070.39
210-5-16-10-220.000 Social Security	18,142.00	10,304.58	7,837.42	56.80%	1,966.42
210-5-16-10-225.000 Act 76 Childcare Tax	783.00	410.56	372.44	52.43%	73.62
210-5-16-10-230.000 Retirement	21,347.00	10,418.32	10,928.68	48.80%	2,087.43
210-5-16-10-290.000 Other Employee Benefits	1,050.00	350.00	700.00	33.33%	0.00
210-5-16-10-320.000 Legal Services	16,978.00	5,729.40	11,248.60	33.75%	1,659.00
210-5-16-10-330.000 Professional Services	25,780.00	6,381.72	19,398.28	24.75%	1,574.45
210-5-16-10-500.000 Training, Conf, Dues	5,890.00	2,347.99	3,542.01	39.86%	100.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
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
210-5-16-10-540.000 Advertising	3,650.00	470.60	3,179.40	12.89%	0.00
210-5-16-10-550.000 Printing and Binding	1,000.00	495.60	504.40	49.56%	20.00
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	1,341.57	7,058.43	15.97%	100.00
210-5-16-10-610.000 General Supplies	3,000.00	39.15	2,960.85	1.31%	14.52
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	196,303.97	199,774.03	49.56%	38,964.36
210-5-17-10 Economic Development					
210-5-17-10-850.000 Community Events and Cele	0.00	28.35	-28.35	100.00%	4.99
Total Economic Development	0.00	28.35	-28.35	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%	0.00
210-5-18-10-800.108 Essex Police Dept	2,841,023.00	1,420,509.68	1,420,513.32	50.00%	710,254.84
Total Health & Human Services	3,057,361.00	1,440,509.68	1,616,851.32	47.12%	710,254.84
210-5-19-10 County & Regional Functio					
210-5-19-10-800.101 CCRPC	13,720.00	13,720.00	0.00	100.00%	0.00
210-5-19-10-800.102 GMT	249,615.00	166,410.00	83,205.00	66.67%	0.00
210-5-19-10-800.103 County Tax	58,604.00	34,185.67	24,418.33	58.33%	0.00
210-5-19-10-800.104 Chamber of Commerce	965.00	965.00	0.00	100.00%	0.00
210-5-19-10-800.109 Winooski Valley Park Dist	31,472.00	31,472.00	0.00	100.00%	0.00
Total County & Regional Functio	354,376.00	246,752.67	107,623.33	69.63%	0.00
210-5-25-10 Fire					
210-5-25-10-120.000 Part Time Salaries	302,400.00	162,120.49	140,279.51	53.61%	29,186.73
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	12,432.92	10,701.08	53.74%	2,232.89
210-5-25-10-225.000 Act 76 Childcare Tax	998.00	558.61	439.39	55.97%	95.84
210-5-25-10-260.000 Workers Comp Insurance	20,000.00	6,516.75	13,483.25	32.58%	2,979.50
210-5-25-10-290.000 Other Employee Benefits	1,000.00	648.00	352.00	64.80%	216.00
210-5-25-10-330.000 Professional Services	7,000.00	3,776.00	3,224.00	53.94%	355.00
210-5-25-10-430.000 R&M Vehicles & Equipment	26,000.00	6,557.69	19,442.31	25.22%	0.00
210-5-25-10-500.000 Training, Conf, Dues	7,000.00	818.20	6,181.80	11.69%	375.72
210-5-25-10-505.000 Tech. Subs, Licenses	8,000.00	6,847.43	1,152.57	85.59%	899.00
210-5-25-10-530.000 Communications	3,361.00	806.05	2,554.95	23.98%	100.06
210-5-25-10-570.000 Other Purchased Services	11,000.00	15,216.84	-4,216.84	138.33%	1,024.30
210-5-25-10-610.000 General Supplies	4,000.00	2,407.94	1,592.06	60.20%	381.37
210-5-25-10-611.000 Small Tools and Equipment	45,000.00	18,343.45	26,656.55	40.76%	16,373.20
210-5-25-10-612.000 Uniforms	32,000.00	4,127.23	27,872.77	12.90%	152.70
210-5-25-10-613.000 Program Supplies	7,500.00	3,876.21	3,623.79	51.68%	1,483.81

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
210-5-25-10-626.000 Gasoline	6,500.00	2,404.30	4,095.70	36.99%	382.03
210-5-25-10-750.000 Machinery & Equipment	22,000.00	2,785.99	19,214.01	12.66%	0.00
Total Fire	530,293.00	252,708.10	277,584.90	47.65%	56,238.15
210-5-30-10 EJP Administration					
210-5-30-10-110.000 Regular Salaries	461,786.00	262,490.59	199,295.41	56.84%	52,648.53
210-5-30-10-120.000 Part Time Salaries	0.00	3,052.55	-3,052.55	100.00%	178.13
210-5-30-10-210.000 Group Insurance	189,293.00	109,657.88	79,635.12	57.93%	6,299.12
210-5-30-10-220.000 Social Security	35,603.00	20,264.46	15,338.54	56.92%	3,965.67
210-5-30-10-225.000 Act 76 Childcare Tax	1,536.00	802.30	733.70	52.23%	144.17
210-5-30-10-230.000 Retirement	40,590.00	20,215.93	20,374.07	49.81%	4,029.09
210-5-30-10-290.000 Other Employee Benefits	2,100.00	1,750.00	350.00	83.33%	0.00
210-5-30-10-330.000 Professional Services	21,424.00	3,900.00	17,524.00	18.20%	24.00
210-5-30-10-442.000 Rental Vehicles/Equip	1,776.00	1,045.80	730.20	58.89%	149.40
210-5-30-10-500.000 Training, Conf, Dues	3,155.00	1,738.33	1,416.67	55.10%	57.00
210-5-30-10-505.000 Tech. Subs, Licenses	0.00	11,701.12	-11,701.12	100.00%	0.00
210-5-30-10-530.000 Communications	2,640.00	1,436.00	1,204.00	54.39%	180.00
210-5-30-10-540.000 Advertising	0.00	12.00	-12.00	100.00%	12.00
210-5-30-10-561.000 CC Processing Fees	200.00	80.61	119.39	40.31%	0.00
210-5-30-10-610.000 General Supplies	15,000.00	5,341.97	9,658.03	35.61%	1,013.99
210-5-30-10-832.000 Scholarships	4,000.00	0.00	4,000.00	0.00%	0.00
210-5-30-10-850.000 Community Events & Celebr	17,500.00	10,000.00	7,500.00	57.14%	0.00
Total EJP Administration	796,603.00	453,489.54	343,113.46	56.93%	68,701.10
210-5-30-12 EJP Parks and Facilities					
210-5-30-12-110.000 Regular Salaries	143,767.00	105,197.21	38,569.79	73.17%	37,992.71
210-5-30-12-120.000 Part Time Salaries	56,341.00	39,024.28	17,316.72	69.26%	0.00
210-5-30-12-130.000 Overtime	0.00	646.30	-646.30	100.00%	153.72
210-5-30-12-210.000 Group Insurance	40,769.00	19,893.13	20,875.87	48.79%	3,080.12
210-5-30-12-220.000 Social Security	15,400.00	11,054.00	4,346.00	71.78%	2,906.86
210-5-30-12-225.000 Act 76 Childcare Tax	664.00	505.93	158.07	76.19%	117.28
210-5-30-12-230.000 Retirement	14,447.00	10,309.40	4,137.60	71.36%	3,739.26
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	14,439.78	-1,836.78	114.57%	380.00
210-5-30-12-431.000 R&M Buildings & Grounds	12,013.00	5,907.97	6,105.03	49.18%	0.00
210-5-30-12-441.000 Rental Land/Buildings	500.00	500.00	0.00	100.00%	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	235.46	1,764.54	11.77%	0.00
210-5-30-12-530.000 Communications	1,320.00	225.00	1,095.00	17.05%	45.00
210-5-30-12-610.000 General Supplies	30,000.00	20,520.75	9,479.25	68.40%	1,104.36
210-5-30-12-626.000 Gasoline	1,500.00	1,832.94	-332.94	122.20%	0.00
Total EJP Parks and Facilities	334,949.00	230,292.15	104,656.85	68.75%	49,519.31
210-5-30-13 Adult Programs					
210-5-30-13-330.000 Professional Services	0.00	1,300.00	-1,300.00	100.00%	0.00
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	171.50	-171.50	100.00%	26.58

GENERAL FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
210-5-30-13-610.000 General Supplies	0.00	283.40	-283.40	100.00%	0.00
Total Adult Programs	0.00	3,046.85	-3,046.85	100.00%	26.58
210-5-35-10 Brownell Library					
210-5-35-10-110.000 Regular Salaries	458,449.00	257,807.37	200,641.63	56.23%	52,766.70
210-5-35-10-120.000 Part Time Salaries	146,548.00	74,987.22	71,560.78	51.17%	15,502.10
210-5-35-10-190.000 Board Member Payments	5,500.00	500.00	5,000.00	9.09%	0.00
210-5-35-10-210.000 Group Insurance	158,376.00	91,500.44	66,875.56	57.77%	15,333.38
210-5-35-10-220.000 Social Security	46,605.00	24,964.73	21,640.27	53.57%	5,135.73
210-5-35-10-225.000 Act 76 Childcare Tax	2,010.00	1,112.42	897.58	55.34%	211.76
210-5-35-10-230.000 Retirement	48,190.00	26,011.71	22,178.29	53.98%	4,909.14
210-5-35-10-290.000 Other Employee Benefits	2,450.00	700.00	1,750.00	28.57%	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	2,296.00	1,605.00	58.86%	328.00
210-5-35-10-500.000 Training, Conf, Dues	6,500.00	4,199.18	2,300.82	64.60%	416.22
210-5-35-10-505.000 Tech. Subs, Licenses	13,500.00	9,993.82	3,506.18	74.03%	2,322.36
210-5-35-10-530.000 Communications	2,640.00	1,380.00	1,260.00	52.27%	180.00
210-5-35-10-540.000 Advertising	700.00	0.00	700.00	0.00%	0.00
210-5-35-10-560.000 Postage	3,000.00	1,199.91	1,800.09	40.00%	0.00
210-5-35-10-610.000 General Supplies	12,200.00	5,749.15	6,450.85	47.12%	214.47
210-5-35-10-640.201 Adult Collection	52,000.00	24,621.41	27,378.59	47.35%	2,424.90
210-5-35-10-640.202 Juvenile Collection	26,000.00	13,565.58	12,434.42	52.18%	1,169.96
210-5-35-10-735.000 Tech: Equip/Hardware	9,000.00	1,549.58	7,450.42	17.22%	0.00
210-5-35-10-755.000 Furniture & Fixtures	8,000.00	883.30	7,116.70	11.04%	0.00
210-5-35-10-840.201 Adult Programs	2,000.00	669.82	1,330.18	33.49%	66.79
210-5-35-10-840.202 Childrens Programs	4,500.00	3,168.15	1,331.85	70.40%	250.05
210-5-35-10-845.000 Employee/Volunteer Recogn	1,500.00	361.28	1,138.72	24.09%	122.62
210-5-35-10-890.000 Federal Grant Expenditure	0.00	449.26	-449.26	100.00%	210.40
210-5-35-10-895.000 State and Other Grant Exp	0.00	3,300.00	-3,300.00	100.00%	0.00
Total Brownell Library	1,016,569.00	552,030.33	464,538.67	54.30%	101,564.58
210-5-40-12 Highways					
210-5-40-12-110.000 Regular Salaries	247,092.00	125,319.33	121,772.67	50.72%	23,058.00
210-5-40-12-120.000 Part Time Salaries	28,323.00	10,543.45	17,779.55	37.23%	515.00
210-5-40-12-130.000 Overtime	28,237.00	7,915.77	20,321.23	28.03%	1,283.05
210-5-40-12-190.000 Board Member Payments	3,000.00	300.00	2,700.00	10.00%	0.00
210-5-40-12-210.000 Group Insurance	135,833.00	76,047.87	59,785.13	55.99%	10,162.02
210-5-40-12-220.000 Social Security	23,615.00	11,065.49	12,549.51	46.86%	1,936.42
210-5-40-12-225.000 Act 76 Childcare Tax	1,019.00	429.85	589.15	42.18%	67.50
210-5-40-12-230.000 Retirement	24,809.00	11,595.12	13,213.88	46.74%	2,150.45
210-5-40-12-250.000 Unemployment Insurance	432.00	285.37	146.63	66.06%	0.00
210-5-40-12-260.000 Workers Comp Insurance	12,600.00	7,904.36	4,695.64	62.73%	4,425.96
210-5-40-12-290.000 Other Employee Benefits	1,400.00	700.00	700.00	50.00%	0.00
210-5-40-12-330.000 Professional Services	20,000.00	9,233.36	10,766.64	46.17%	3,911.86
210-5-40-12-410.000 Water and Sewer Charges	3,500.00	964.68	2,535.32	27.56%	0.00
210-5-40-12-422.000 Snow Removal	21,000.00	4,927.50	16,072.50	23.46%	4,927.50
210-5-40-12-425.000 Trash Removal	9,500.00	5,740.55	3,759.45	60.43%	813.80
210-5-40-12-430.000 R&M Vehicles & Equipment	100,000.00	104,813.38	-4,813.38	104.81%	13,378.76

GENERAL FUND

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
210-5-40-12-431.000 R&M Buildings & Grounds	10,000.00	1,848.67	8,151.33	18.49%	436.88
210-5-40-12-441.000 Rental Land/Buildings	13,000.00	7,952.62	5,047.38	61.17%	7,952.62
210-5-40-12-442.000 Rental Vehicles/Equip	3,864.00	644.40	3,219.60	16.68%	70.40
210-5-40-12-451.000 Summer Construction Servi	300,000.00	188,883.32	111,116.68	62.96%	0.00
210-5-40-12-500.000 Training, Conf, Dues	3,500.00	119.88	3,380.12	3.43%	0.00
210-5-40-12-505.000 Tech. Subs, Licenses	0.00	6,854.76	-6,854.76	100.00%	151.60
210-5-40-12-520.000 PACIF Insurance	17,800.00	8,107.04	9,692.96	45.55%	4,183.20
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	1,932.20	2,567.80	42.94%	221.97
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	12,066.98	7,933.02	60.33%	0.00
210-5-40-12-572.000 Traffic Control	33,000.00	12,865.55	20,134.45	38.99%	1,498.38
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	62,547.12	102,452.88	37.91%	46,061.20
210-5-40-12-605.000 Summer Construction Suppl	45,000.00	9,737.92	35,262.08	21.64%	0.00
210-5-40-12-609.000 Safety Supplies	3,000.00	536.79	2,463.21	17.89%	111.77
210-5-40-12-610.000 General Supplies	35,000.00	14,495.04	20,504.96	41.41%	3,468.50
210-5-40-12-610.200 Streetlight Supplies	15,000.00	8,659.90	6,340.10	57.73%	5,437.30
210-5-40-12-612.000 Uniforms	2,700.00	2,657.75	42.25	98.44%	82.99
210-5-40-12-621.000 Natural Gas/Heating	4,200.00	915.88	3,284.12	21.81%	430.24
210-5-40-12-622.000 Electricity	4,500.00	8,244.56	-3,744.56	183.21%	2,052.05
210-5-40-12-622.200 Streetlight Electricity	138,000.00	72,379.21	65,620.79	52.45%	23,799.38
210-5-40-12-626.000 Gasoline	50,000.00	13,997.29	36,002.71	27.99%	3,435.14
210-5-40-12-735.000 Tech: Equip/Hardware	0.00	1,816.56	-1,816.56	100.00%	0.00
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	2,196.00	7,804.00	21.96%	2,150.00
210-5-40-12-890.834 Emerald Ash Borer	0.00	1,035.00	-1,035.00	100.00%	0.00
Total Highways	1,552,924.00	818,280.52	734,643.48	52.69%	168,173.94
210-5-40-13 Stormwater					
210-5-40-13-110.000 Regular Salaries	32,814.00	18,989.87	13,824.13	57.87%	3,903.57
210-5-40-13-120.000 Part Time Salaries	17,760.00	9,666.25	8,093.75	54.43%	0.00
210-5-40-13-210.000 Group Insurance	9,040.00	4,444.16	4,595.84	49.16%	686.83
210-5-40-13-220.000 Social Security	3,875.00	2,137.84	1,737.16	55.17%	279.99
210-5-40-13-225.000 Act 76 Childcare Tax	167.00	100.15	66.85	59.97%	10.93
210-5-40-13-230.000 Retirement	2,871.00	1,667.39	1,203.61	58.08%	341.56
210-5-40-13-250.000 Unemployment Insurance	7.00	24.81	-17.81	354.43%	0.00
210-5-40-13-260.000 Workers Comp Insurance	2,200.00	1,464.17	735.83	66.55%	746.57
210-5-40-13-330.000 Professional Services	42,000.00	45,579.75	-3,579.75	108.52%	545.50
210-5-40-13-451.000 Summer Construction Servi	25,000.00	3,767.68	21,232.32	15.07%	0.00
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	14,029.27	4,136.73	77.23%	921.27
210-5-40-13-540.000 Advertising	2,000.00	554.91	1,445.09	27.75%	0.00
210-5-40-13-570.000 Other Purchased Services	5,000.00	1,124.89	3,875.11	22.50%	1,080.00
210-5-40-13-575.000 Storm Sewer Maintenance	30,000.00	8,425.14	21,574.86	28.08%	0.00
210-5-40-13-580.000 Travel	1,500.00	140.75	1,359.25	9.38%	0.00
210-5-40-13-830.000 Regular Programs	1,200.00	59.23	1,140.77	4.94%	59.23
210-5-40-13-899.000 Matching Grant Funds	35,250.00	6,026.10	29,223.90	17.10%	0.00
Total Stormwater	230,850.00	118,202.36	112,647.64	51.20%	8,575.45

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-41 Buildings					
210-5-41-20 2 Lincoln Street					
210-5-41-20-400.000 Contracted Services	3,000.00	620.00	2,380.00	20.67%	0.00
210-5-41-20-410.000 Water and Sewer Charges	750.00	250.36	499.64	33.38%	0.00
210-5-41-20-420.000 Cleaning Services	15,000.00	3,712.86	11,287.14	24.75%	0.00
210-5-41-20-425.000 Trash Removal	4,000.00	1,925.40	2,074.60	48.14%	320.90
210-5-41-20-431.000 R&M Buildings & Grounds	5,000.00	3,801.55	1,198.45	76.03%	0.00
210-5-41-20-530.000 Communications	10,600.00	4,524.42	6,075.58	42.68%	404.66
210-5-41-20-610.000 General Supplies	2,150.00	745.38	1,404.62	34.67%	44.66
210-5-41-20-621.000 Natural Gas/Heating	5,800.00	997.78	4,802.22	17.20%	405.24
210-5-41-20-622.000 Electricity	8,500.00	4,336.31	4,163.69	51.02%	936.03
210-5-41-20-755.000 Furniture and Fixtures	7,000.00	69.98	6,930.02	1.00%	0.00
Total 2 Lincoln Street	61,800.00	20,984.04	40,815.96	33.95%	2,111.49
210-5-41-21 Brownell Library					
210-5-41-21-400.000 Contracted Services	6,350.00	4,543.68	1,806.32	71.55%	137.15
210-5-41-21-410.000 Water and Sewer Charges	540.00	204.20	335.80	37.81%	0.00
210-5-41-21-420.000 Cleaning Services	30,000.00	20,776.97	9,223.03	69.26%	2,640.00
210-5-41-21-431.000 R&M Buildings & Grounds	23,300.00	11,852.92	11,447.08	50.87%	0.00
210-5-41-21-530.000 Communications	4,470.00	2,012.74	2,457.26	45.03%	336.11
210-5-41-21-610.000 General Supplies	1,800.00	1,112.64	687.36	61.81%	37.99
210-5-41-21-621.000 Natural Gas/Heating	7,200.00	1,989.31	5,210.69	27.63%	982.00
210-5-41-21-622.000 Electricity	14,650.00	9,818.78	4,831.22	67.02%	1,548.66
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	52,311.24	38,153.76	57.82%	5,681.91
210-5-41-22 Fire Station					
210-5-41-22-400.000 Contracted Services	600.00	562.62	37.38	93.77%	0.00
210-5-41-22-410.000 Water and Sewer Charges	500.00	179.75	320.25	35.95%	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	8,497.35	2.65	99.97%	4,673.89
210-5-41-22-530.000 Communications	4,140.00	436.07	3,703.93	10.53%	53.16
210-5-41-22-610.000 General Supplies	1,500.00	42.69	1,457.31	2.85%	0.00
210-5-41-22-621.000 Natural Gas/Heating	5,000.00	1,187.26	3,812.74	23.75%	671.73
210-5-41-22-622.000 Electricity	8,000.00	4,336.25	3,663.75	54.20%	936.02
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	15,241.99	15,248.01	49.99%	6,334.80
210-5-41-23 Park Street School					
210-5-41-23-400.000 Contracted Services	2,000.00	1,015.47	984.53	50.77%	0.00
210-5-41-23-410.000 Water and Sewer Charges	1,150.00	228.65	921.35	19.88%	0.00
210-5-41-23-420.000 Cleaning Services	0.00	2,282.00	-2,282.00	100.00%	0.00
210-5-41-23-431.000 R&M Buildings & Grounds	15,000.00	30,326.16	-15,326.16	202.17%	0.00
210-5-41-23-530.000 Communications	3,100.00	1,898.52	1,201.48	61.24%	194.74
210-5-41-23-621.000 Natural Gas/Heating	3,900.00	986.56	2,913.44	25.30%	374.63
210-5-41-23-622.000 Electricity	5,900.00	2,236.76	3,663.24	37.91%	395.04

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total Park Street School	31,050.00	38,974.12	-7,924.12	125.52%	964.41
210-5-41-26 Maple St. Park and Pool					
210-5-41-26-400.000 Contracted Services	3,000.00	2,321.44	678.56	77.38%	0.00
210-5-41-26-410.000 Water and Sewer Charges	7,800.00	3,937.85	3,862.15	50.49%	0.00
210-5-41-26-420.000 Cleaning Services	32,500.00	17,351.39	15,148.61	53.39%	1,973.98
210-5-41-26-425.000 Trash Removal	4,900.00	2,790.90	2,109.10	56.96%	440.15
210-5-41-26-431.000 R&M Buildings & Grounds	30,000.00	3,927.38	26,072.62	13.09%	0.00
210-5-41-26-530.000 Communications	9,150.00	5,951.55	3,198.45	65.04%	282.48
210-5-41-26-610.000 General Supplies	6,500.00	762.20	5,737.80	11.73%	0.00
210-5-41-26-621.000 Natural Gas/Heating	6,500.00	1,754.32	4,745.68	26.99%	738.40
210-5-41-26-622.000 Electricity	36,500.00	20,491.10	16,008.90	56.14%	2,722.99
Total Maple St. Park and Pool	136,850.00	59,288.13	77,561.87	43.32%	6,158.00
Total Buildings	350,655.00	186,799.52	163,855.48	53.27%	21,250.61
210-5-90-00 Transfers and Misc.					
210-5-90-00-640.201 Adult Collection replacem	0.00	241.43	-241.43	100.00%	58.03
210-5-90-00-640.202 Juvenile Collection repl	0.00	266.16	-266.16	100.00%	71.03
210-5-90-00-920.000 Transfer btwn funds (capi	1,031,574.00	773,680.50	257,893.50	75.00%	257,893.50
210-5-90-00-922.000 Contribution to FB/Reserv	5,000.00	3,750.00	1,250.00	75.00%	1,250.00
210-5-90-00-991.000 Library Donation Expense	0.00	4,079.63	-4,079.63	100.00%	1,143.31
Total Transfers and Misc.	1,036,574.00	782,017.72	254,556.28	75.44%	260,415.87
210-5-95-00 Debt Service					
210-5-95-00-900.000 Transfer Between Town/Cit	200,574.00	100,286.82	100,287.18	50.00%	50,143.41
210-5-95-00-950.903 Capital Imp Principal	135,135.00	155,395.79	-20,260.79	114.99%	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	255,682.61	136,370.39	65.22%	50,143.41
Total Expenditures	12,004,125.00	6,549,827.53	5,454,297.47	54.56%	1,742,473.40
Total GENERAL FUND	-1.00	5,166,792.70	-5,166,791.70		-1,658,910.29

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
220-4-00-00-010.000 Property Taxes	112,000.00	114,102.92	-2,102.92	101.88%	57,051.46
220-4-00-00-060.000 Interest Income	0.00	14,162.04	-14,162.04	100.00%	0.00
Total Revenues	112,000.00	128,264.96	-16,264.96	114.52%	57,051.46
220-5-00-00-720.002 1 Main; Road Res-Q	0.00	3,075.00	-3,075.00	100.00%	307.50
220-5-00-00-720.005 Crescent Connector Amenit	109,000.00	0.00	109,000.00	0.00%	0.00
220-5-00-00-890.836 Train Station	0.00	1,856.25	-1,856.25	100.00%	1,856.25
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	4,931.25	354,068.75	1.37%	2,163.75
Total ECONOMIC DEVELOPMENT FUND	-247,000.00	123,333.71	123,666.29	-49.93%	54,887.71

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
221-4-00-00-050.000 Donation Revenue	0.00	3,618.00	-3,618.00	100.00%	3,000.00
221-4-00-00-060.000 Interest Income	0.00	64.37	-64.37	100.00%	0.00
Total Revenues	0.00	3,682.37	-3,682.37	100.00%	3,000.00
221-5-00-00-431.000 R&M Buildings & Grounds	0.00	490.00	-490.00	100.00%	0.00
Total Expenditures	0.00	490.00	-490.00	100.00%	0.00
Total MEMORIAL PARK FUND	0.00	3,192.37	-3,192.37	-100.00%	3,000.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total Revenues	0.00	0.00	0.00	0.00%	0.00
Total Expenditures	0.00	0.00	0.00	0.00%	0.00
Total ARPA FUNDS	0.00	0.00	0.00	0.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
224-4-00-00-015.000 LOT Revenue	874,432.00	263,103.52	611,328.48	30.09%	0.00
224-4-00-00-060.000 Interest Income	0.00	15,367.40	-15,367.40	100.00%	0.00
Total Revenues	874,432.00	278,470.92	595,961.08	31.85%	0.00
224-5-00-00-920.000 Transfer to Capital	1,000,000.00	750,000.00	250,000.00	75.00%	250,000.00
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	750,000.00	468,608.00	61.55%	250,000.00
Total LOCAL OPTION TAX	-344,176.00	-471,529.08	815,705.08	137.00%	-250,000.00

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	33,548.00	-33,548.00	100.00%	0.00
230-4-00-00-092.000 Transfer to Capital	1,584,744.00	1,188,558.00	396,186.00	75.00%	396,186.00
Total Revenue	1,600,662.00	1,222,106.00	378,556.00	76.35%	396,186.00
230-4-16-10-040.824 Cres. Connector					
230-4-16-10-040.824 Cres. Connector	0.00	3,571,470.02	-3,571,470.02	100.00%	810,911.87
Total Revenues	1,600,662.00	4,793,576.02	-3,192,914.02	299.47%	1,207,097.87
230-5-16-10-890.824 Cres. Connector					
230-5-16-10-890.824 Cres. Connector	0.00	2,352,412.24	-2,352,412.24	100.00%	19,803.36
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	2,952.68	1,517,496.32	0.19%	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	2,355,364.92	-637,988.92	137.15%	19,803.36
Total GEN FUND CAP RESERVE	-116,714.00	2,438,211.10	-2,321,497.10	-2,089.05%	1,187,294.51

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
231-4-00-00-020.024 Vac Truck Rental	0.00	430.88	-430.88	100.00%	0.00
231-4-00-00-060.000 Interest Income	0.00	18,693.17	-18,693.17	100.00%	0.00
231-4-00-00-092.000 Transfer to Capital	283,450.00	212,587.50	70,862.50	75.00%	70,862.50
Total Revenues	283,450.00	231,711.55	51,738.45	81.75%	70,862.50
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	43,957.39	19,042.61	69.77%	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	43,957.39	575,135.61	7.10%	0.00
Total ROLLING STOCK FUND	-335,643.00	187,754.16	147,888.84	-55.94%	70,862.50

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
232-4-00-00-060.000 Interest Income	0.00	18,596.70	-18,596.70	100.00%	0.00
232-4-00-00-092.000 Transfer to Capital	50,000.00	37,500.00	12,500.00	75.00%	12,500.00
Total Revenues	50,000.00	56,096.70	-6,096.70	112.19%	12,500.00
232-5-41-20-890.832 2 Lincoln Street Renovati	0.00	410,167.49	-410,167.49	100.00%	13,809.25
232-5-41-21-730.004 Flooring	75,000.00	0.00	75,000.00	0.00%	0.00
Total Expenditures	75,000.00	410,167.49	-335,167.49	546.89%	13,809.25
Total BUILDING MAINT FUND	-25,000.00	-354,070.79	379,070.79	1,416.28%	-1,309.25

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
233-4-00-00-060.000 Interest Income	0.00	291.45	-291.45	100.00%	0.00
233-4-00-00-092.000 Transfer to Capital	113,380.00	85,035.00	28,345.00	75.00%	28,345.00
Total Revenues	113,380.00	85,326.45	28,033.55	75.26%	28,345.00
233-5-00-00-721.001 Pedestrian Paths	15,626.00	0.00	15,626.00	0.00%	0.00
233-5-00-00-730.002 Buildings & Facilities	0.00	97.50	-97.50	100.00%	0.00
233-5-00-00-740.001 Landscaping	12,000.00	12,000.00	0.00	100.00%	0.00
233-5-00-00-740.003 Fencing	0.00	15,216.62	-15,216.62	100.00%	0.00
233-5-00-00-740.005 Park Amenities	47,198.00	89,546.99	-42,348.99	189.73%	2,831.25
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	28,557.20	3,498.80	89.09%	0.00
Total Expenditures	113,380.00	145,418.31	-32,038.31	128.26%	2,831.25
Total EJRP CAP RESERVE	0.00	-60,091.86	60,091.86	-100.00%	25,513.75

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

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	439,853.19	1,160,660.81	27.48%	-45.02
254-4-54-20-021.001 Water Large User Fees	194,672.00	87,748.71	106,923.29	45.08%	12,187.44
254-4-54-20-024.000 Utility Connection Fees	7,000.00	4,150.00	2,850.00	59.29%	0.00
254-4-54-20-060.000 Interest Income	1,000.00	16,404.57	-15,404.57	1,640.46%	0.00
254-4-54-20-085.000 Penalties	5,000.00	5,918.86	-918.86	118.38%	0.00
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	554,075.33	1,254,260.67	30.64%	12,142.42
254-4-54-70 Nonoperating Revenues					
254-4-54-70-021.400 Water Passthrough - Globa	0.00	1,644,588.06	-1,644,588.06	100.00%	226,593.21
254-4-54-70-092.000 Transfer to Capital	510,000.00	382,500.00	127,500.00	75.00%	127,500.00
Total Nonoperating Revenues	510,000.00	2,027,088.06	-1,517,088.06	397.47%	354,093.21
Total Revenues	2,318,336.00	2,581,163.39	-262,827.39	111.34%	366,235.63
254-5-54-20 Operating Expenses					
254-5-54-20-110.000 Regular Salaries	146,915.00	58,867.28	88,047.72	40.07%	12,087.25
254-5-54-20-120.000 Part Time Salaries	0.00	187.55	-187.55	100.00%	0.00
254-5-54-20-130.000 Overtime	13,669.00	4,647.66	9,021.34	34.00%	1,679.11
254-5-54-20-210.000 Group Insurance	94,158.00	38,441.48	55,716.52	40.83%	6,819.33
254-5-54-20-220.000 Social Security	12,491.00	4,812.79	7,678.21	38.53%	1,026.63
254-5-54-20-225.000 Act 76 Childcare Tax	539.00	197.53	341.47	36.65%	39.21
254-5-54-20-230.000 Retirement	14,879.00	5,636.69	9,242.31	37.88%	1,226.80
254-5-54-20-250.000 Unemployment Insurance	184.00	132.11	51.89	71.80%	0.00
254-5-54-20-260.000 Workers Comp Insurance	7,200.00	3,335.20	3,864.80	46.32%	1,126.26
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	5,476.60	0.40	99.99%	0.00
254-5-54-20-410.000 Water and Sewer Charges	200.00	47.38	152.62	23.69%	0.00
254-5-54-20-411.000 CWD Water Purchase	722,132.00	319,697.64	402,434.36	44.27%	44,091.50
254-5-54-20-430.000 R&M Vehicles & Equipment	5,000.00	9.93	4,990.07	0.20%	0.00
254-5-54-20-431.000 R&M Buildings & Grounds	0.00	5,656.24	-5,656.24	100.00%	0.00
254-5-54-20-433.000 R&M Infrastructure	25,000.00	11,036.42	13,963.58	44.15%	4,985.00
254-5-54-20-441.000 Rental Land/Buildings	150.00	0.00	150.00	0.00%	0.00
254-5-54-20-491.000 Administrative Fees	190,891.00	143,168.25	47,722.75	75.00%	47,722.75
254-5-54-20-500.000 Training, Conf, Dues	4,500.00	759.00	3,741.00	16.87%	0.00
254-5-54-20-505.000 Tech. Subs, Licenses	2,551.00	6,623.29	-4,072.29	259.64%	0.00
254-5-54-20-520.000 PACIF Insurance	6,974.00	2,202.86	4,771.14	31.59%	1,626.16
254-5-54-20-521.000 Insurance Deductibles	1,000.00	0.00	1,000.00	0.00%	0.00
254-5-54-20-530.000 Communications	2,500.00	785.78	1,714.22	31.43%	110.94
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	1,232.84	2,567.16	32.44%	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	4,468.83	2,531.17	63.84%	0.00
254-5-54-20-612.000 Uniforms	1,350.00	325.00	1,025.00	24.07%	0.00
254-5-54-20-614.000 Meters and Parts	6,000.00	175.67	5,824.33	2.93%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
254-5-54-20-621.000 Natural Gas/Heating	3,500.00	764.09	2,735.91	21.83%	371.78
254-5-54-20-622.000 Electricity	1,400.00	630.08	769.92	45.01%	320.01
254-5-54-20-626.000 Gasoline	3,000.00	892.26	2,107.74	29.74%	60.81
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	382,500.00	127,500.00	75.00%	127,500.00
Total Operating Expenses	1,808,336.00	1,002,710.45	805,625.55	55.45%	250,793.54
254-5-54-70 NonOperating Expenses					
254-5-54-70-411.400 CWD Water Purchase - Glob	0.00	1,630,248.06	-1,630,248.06	100.00%	226,593.21
254-5-54-70-723.001 Railroad Ave Rd/Wtr Line	127,745.00	580.00	127,165.00	0.45%	0.00
254-5-54-70-723.004 Main St Water Line	0.00	93,794.50	-93,794.50	100.00%	912.00
254-5-54-70-723.005 Iriquois Ave Water Line	418,164.00	19,395.28	398,768.72	4.64%	6,990.00
254-5-54-70-723.006 Service Line Inventoy	0.00	93,787.39	-93,787.39	100.00%	504.90
254-5-54-70-750.001 Meter Replacement Program	10,284.00	7,894.63	2,389.37	76.77%	465.67
254-5-54-70-955.000 Bond Interest Expense	0.00	62,332.13	-62,332.13	100.00%	0.00
Total NonOperating Expenses	556,193.00	1,908,031.99	-1,351,838.99	343.05%	235,465.78
Total Expenditures	2,364,529.00	2,910,742.44	-546,213.44	123.10%	486,259.32
Total WATER FUND	-46,193.00	-329,579.05	375,772.05	713.48%	-120,023.69

WASTEWATER FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
255-4-55-30 Operating Revenue					
255-4-55-30-022.000 Sewer User Fees	1,075,639.00	297,588.73	778,050.27	27.67%	0.00
255-4-55-30-022.001 City: Septage Discharg	55,000.00	175,095.76	-120,095.76	318.36%	16,245.00
255-4-55-30-022.002 City: Leachate Revenue	1,000.00	1,097.53	-97.53	109.75%	102.08
255-4-55-30-025.001 Tri-Town: WWTF Charge - E	753,285.00	564,963.75	188,321.25	75.00%	188,321.25
255-4-55-30-025.002 Tri-Town: WWTF Charge - W	1,030,988.00	773,241.00	257,747.00	75.00%	257,747.00
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	27,000.00	9,000.00	75.00%	9,000.00
255-4-55-30-060.000 Interest Income	0.00	47,230.10	-47,230.10	100.00%	0.00
255-4-55-30-085.000 Penalties	3,500.00	3,932.62	-432.62	112.36%	0.00
255-4-55-30-098.000 Misc Revenue	0.00	13,125.00	-13,125.00	100.00%	2,275.00
Total Operating Revenue	2,980,512.00	1,903,274.49	1,077,237.51	63.86%	473,690.33
255-4-55-70 Nonoperating Revenues					
255-4-55-70-042.008 Essex Debt Payment	0.00	287,609.92	-287,609.92	100.00%	0.00
255-4-55-70-042.009 Williston Debt Payment	0.00	295,453.82	-295,453.82	100.00%	0.00
255-4-55-70-042.010 Essex Jct. Debt Payment	0.00	279,766.00	-279,766.00	100.00%	0.00
255-4-55-70-092.000 Transfer to Capital	460,000.00	345,000.00	115,000.00	75.00%	115,000.00
Total Nonoperating Revenues	460,000.00	1,207,829.74	-747,829.74	262.57%	115,000.00
Total Revenues	3,440,512.00	3,111,104.23	329,407.77	90.43%	588,690.33
255-5-55-30 Operating Expenses					
255-5-55-30-110.000 Regular Salaries	467,036.00	220,977.31	246,058.69	47.31%	41,467.15
255-5-55-30-120.000 Part Time Salaries	8,880.00	4,896.56	3,983.44	55.14%	0.00
255-5-55-30-130.000 Overtime	44,888.00	27,497.18	17,390.82	61.26%	6,890.60
255-5-55-30-210.000 Group Insurance	157,225.00	59,311.96	97,913.04	37.72%	9,375.05
255-5-55-30-220.000 Social Security	41,515.00	20,081.27	21,433.73	48.37%	3,836.26
255-5-55-30-225.000 Act 76 Childcare Tax	1,791.00	829.58	961.42	46.32%	144.96
255-5-55-30-230.000 Retirement	45,999.00	21,609.51	24,389.49	46.98%	4,247.40
255-5-55-30-250.000 Unemployment Insurance	672.00	482.49	189.51	71.80%	0.00
255-5-55-30-260.000 Workers Comp Insurance	25,400.00	10,006.39	15,393.61	39.40%	3,649.02
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	1,530.00	1,470.00	51.00%	0.00
255-5-55-30-330.000 Professional Services	8,300.00	2,825.64	5,474.36	34.04%	200.00
255-5-55-30-335.000 Audit	5,188.00	5,188.30	-0.30	100.01%	0.00
255-5-55-30-340.000 Technical Services	26,250.00	4,055.00	22,195.00	15.45%	345.00
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	2,717.73	782.27	77.65%	0.00
255-5-55-30-421.000 Grit Disposal	17,600.00	8,383.38	9,216.62	47.63%	1,361.68
255-5-55-30-430.000 R&M Vehicles & Equipment	3,000.00	46.19	2,953.81	1.54%	0.00
255-5-55-30-431.000 R&M Buildings	26,625.00	6,354.60	20,270.40	23.87%	150.00
255-5-55-30-435.000 COGEN	35,000.00	15,829.76	19,170.24	45.23%	7.18
255-5-55-30-442.000 Rental Vehicles/Equip	3,384.00	1,109.15	2,274.85	32.78%	158.45
255-5-55-30-491.000 Administrative Fees	95,446.00	71,584.50	23,861.50	75.00%	23,861.50
255-5-55-30-500.000 Training, Conf, Dues	9,000.00	4,077.49	4,922.51	45.31%	1,118.21

WASTEWATER FUND

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
255-5-55-30-505.000 Tech. Subs, Licenses	16,405.00	3,385.29	13,019.71	20.64%	950.00
255-5-55-30-510.000 Permits, Licenses, Reg	11,000.00	278.00	10,722.00	2.53%	0.00
255-5-55-30-520.000 PACIF Insurance	44,059.00	19,714.64	24,344.36	44.75%	9,773.05
255-5-55-30-530.000 Communications	12,620.00	6,064.07	6,555.93	48.05%	469.54
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	119,619.52	85,580.48	58.29%	112,529.52
255-5-55-30-568.000 Biosolids Subcontractor	305,046.00	126,403.64	178,642.36	41.44%	4,123.24
255-5-55-30-570.000 Other Purchased Services	140,000.00	61,121.69	78,878.31	43.66%	2,287.75
255-5-55-30-609.000 Safety Supplies	3,000.00	581.47	2,418.53	19.38%	0.00
255-5-55-30-610.000 General Supplies	9,000.00	4,183.05	4,816.95	46.48%	714.07
255-5-55-30-611.000 Small Tools & Equipment	5,000.00	3,012.85	1,987.15	60.26%	22.46
255-5-55-30-612.000 Uniforms	7,050.00	1,934.48	5,115.52	27.44%	0.00
255-5-55-30-618.000 Laboratory Supplies	28,000.00	9,802.90	18,197.10	35.01%	1,301.01
255-5-55-30-619.000 Chemicals	495,000.00	245,754.81	249,245.19	49.65%	33,264.40
255-5-55-30-621.000 Natural Gas/Heating	25,500.00	6,937.09	18,562.91	27.20%	2,310.85
255-5-55-30-622.000 Electricity	170,000.00	89,173.34	80,826.66	52.45%	16,386.66
255-5-55-30-626.000 Gasoline	4,250.00	932.19	3,317.81	21.93%	204.92
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	345,000.00	115,000.00	75.00%	115,000.00
Total Operating Expenses	2,980,513.00	1,534,078.02	1,446,434.98	51.47%	396,149.93
255-5-55-70 Nonoperating Expenses					
255-5-55-70-722.008 Vt Phos Challenge PePhlo	100,000.00	14,791.92	85,208.08	14.79%	0.00
255-5-55-70-722.014 Digester Maintenance	52,500.00	14,996.55	37,503.45	28.56%	0.00
255-5-55-70-722.018 Flow EQ Blowers	40,000.00	35,480.00	4,520.00	88.70%	0.00
255-5-55-70-722.019 Waste Primary Sludge #2 U	40,000.00	48,914.15	-8,914.15	122.29%	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	18,096.00	-18,096.00	100.00%	410.00
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
255-5-55-70-955.001 ARRA Loan-AR1-004 Admin	0.00	406.16	-406.16	100.00%	0.00
255-5-55-70-955.002 RZEDB Interest	0.00	17,379.15	-17,379.15	100.00%	0.00
255-5-55-70-955.003 CWSRF RF1-148 Admin Fee	0.00	167,185.69	-167,185.69	100.00%	0.00
Total Nonoperating Expenses	553,900.00	317,249.62	236,650.38	57.28%	410.00
Total Expenditures	3,534,413.00	1,851,327.64	1,683,085.36	52.38%	396,559.93
Total WASTEWATER FUND	-93,901.00	1,259,776.59	-1,165,875.59	-1,341.60%	192,130.40

SANITATION FUND

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	251,765.90	636,133.10	28.36%	0.00
256-4-56-40-023.001 Essex Pump Station Fees	33,500.00	23,843.91	9,656.09	71.18%	10,898.30
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	61,776.48	-31,776.48	205.92%	0.00
256-4-56-40-026.000 Allocation Fees	0.00	110,081.60	-110,081.60	100.00%	0.00
256-4-56-40-060.000 Interest Income	5,000.00	35,830.28	-30,830.28	716.61%	0.00
256-4-56-40-085.000 Penalties	3,000.00	3,244.63	-244.63	108.15%	0.00
256-4-56-40-098.000 Misc Revenue	0.00	9,060.00	-9,060.00	100.00%	0.00
Total Operating Revenues	974,399.00	495,602.80	478,796.20	50.86%	10,898.30
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	129,000.00	43,000.00	75.00%	43,000.00
Total Nonoperating Revenues	172,000.00	552,900.00	-380,900.00	321.45%	43,000.00
Total Revenues	1,146,399.00	1,048,502.80	97,896.20	91.46%	53,898.30

256-5-56-40 Operating Expenses

256-5-56-40-110.000 Regular Salaries	134,743.00	78,074.78	56,668.22	57.94%	16,282.68
256-5-56-40-120.000 Part Time Salaries	0.00	187.55	-187.55	100.00%	0.00
256-5-56-40-130.000 Overtime	20,392.00	12,018.91	8,373.09	58.94%	6,657.53
256-5-56-40-210.000 Group Insurance	43,997.00	26,243.39	17,753.61	59.65%	3,873.85
256-5-56-40-220.000 Social Security	12,497.00	7,151.65	5,345.35	57.23%	1,798.76
256-5-56-40-225.000 Act 76 Childcare Tax	539.00	289.77	249.23	53.76%	66.72
256-5-56-40-230.000 Retirement	14,934.00	8,206.05	6,727.95	54.95%	1,913.12
256-5-56-40-250.000 Unemployment Insurance	143.00	102.68	40.32	71.80%	0.00
256-5-56-40-260.000 Workers Comp Insurance	6,100.00	3,128.11	2,971.89	51.28%	1,106.75
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	2,881.88	0.12	100.00%	0.00
256-5-56-40-340.000 Technical Services	14,800.00	4,224.46	10,575.54	28.54%	1,424.46
256-5-56-40-410.000 Water and Sewer Charges	500.00	130.85	369.15	26.17%	0.00
256-5-56-40-430.000 R&M Vehicles & Equipment	2,000.00	150.73	1,849.27	7.54%	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	7,855.13	-2,855.13	157.10%	0.00
256-5-56-40-434.000 R&M Pump Stations	12,000.00	8,940.49	3,059.51	74.50%	0.00
256-5-56-40-434.001 Susie Wilson PS Costs	11,500.00	13,705.11	-2,205.11	119.17%	972.62
256-5-56-40-434.002 West Street PS Costs	13,500.00	8,268.40	5,231.60	61.25%	1,022.57
256-5-56-40-441.000 Rental Land/Buildings	1,800.00	1,972.78	-172.78	109.60%	0.00
256-5-56-40-491.000 Administrative Fees	226,891.00	170,168.25	56,722.75	75.00%	56,722.75
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	675.07	992.93	40.47%	0.00
256-5-56-40-520.000 PACIF Insurance	6,310.00	1,166.12	5,143.88	18.48%	712.21
256-5-56-40-521.000 Insurance Deductibles	1,000.00	0.00	1,000.00	0.00%	0.00
256-5-56-40-530.000 Communications	0.00	90.00	-90.00	100.00%	0.00
256-5-56-40-560.000 Postage	6,000.00	2,503.06	3,496.94	41.72%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
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	540.00	460.00	54.00%	180.00
256-5-56-40-612.000 Uniforms	1,350.00	339.06	1,010.94	25.12%	0.00
256-5-56-40-621.000 Natural Gas/Heating	1,500.00	437.33	1,062.67	29.16%	155.50
256-5-56-40-622.000 Electricity	12,000.00	8,023.29	3,976.71	66.86%	2,143.38
256-5-56-40-626.000 Gasoline	6,000.00	3,243.47	2,756.53	54.06%	251.49
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	129,000.00	43,000.00	75.00%	43,000.00
Total Operating Expenses	759,149.00	499,718.37	259,430.63	65.83%	138,284.39
256-5-56-70 Nonoperating Expenses					
256-5-56-70-722.001 Manhole Rehab	40,000.00	5,802.49	34,197.51	14.51%	1,017.50
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	28,187.13	-28,187.13	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	13,864.26	7,015.74	66.40%	581.35
256-5-56-70-910.000 Transfer to WWTF	0.00	279,766.00	-279,766.00	100.00%	0.00
256-5-56-70-955.001 ARRA Loan-AR1-004 Admin	0.00	1,837.81	-1,837.81	100.00%	0.00
Total Nonoperating Expenses	115,130.00	329,457.69	-214,327.69	286.16%	1,598.85
Total Expenditures	874,279.00	829,176.06	45,102.94	94.84%	139,883.24
Total SANITATION FUND	272,120.00	219,326.74	-491,446.74	80.60%	-85,984.94

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
257-4-57-50-060.000 Interest Income	0.00	56.00	-56.00	100.00%	0.00
Total Revenues	0.00	56.00	-56.00	100.00%	0.00
Total Expenditures	0.00	0.00	0.00	0.00%	0.00
Total STORMWATER FUND	0.00	56.00	-56.00	-100.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
258-4-33-13-060.000 Interest Income	0.00	256.93	-256.93	100.00%	0.00
Total Revenues	0.00	256.93	-256.93	100.00%	0.00
Total Expenditures	0.00	0.00	0.00	0.00%	0.00
Total SENIOR CENTER FUND	0.00	256.93	-256.93	-100.00%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
259-4-30-10-060.000 Interest Income	0.00	23,385.20	-23,385.20	100.00%	0.00
259-4-30-11-020.304 Pool Day Admissions	79,581.00	73,747.57	5,833.43	92.67%	0.00
259-4-30-11-020.305 Pool Memberships	44,315.00	16,444.20	27,870.80	37.11%	0.00
259-4-30-11-020.306 Swim Lessons	48,431.00	11,775.50	36,655.50	24.31%	0.00
259-4-30-12-020.308 Facility & Field Rental	32,489.00	12,859.50	19,629.50	39.58%	1,942.50
259-4-30-14-020.311 Youth Programs	361,480.00	120,159.50	241,320.50	33.24%	7,830.00
259-4-30-14-020.312 Adult Programs	147,575.00	73,192.75	74,382.25	49.60%	-725.00
259-4-30-14-050.000 Donation Revenue	34,900.00	4,725.00	30,175.00	13.54%	0.00
259-4-30-14-050.150 Memorial Day Parade	0.00	6,650.00	-6,650.00	100.00%	0.00
259-4-30-15-020.313 Childcare - AS	1,500,072.00	969,528.74	530,543.26	64.63%	126,583.28
259-4-30-15-020.315 Shared Staffing Contract	171,360.00	85,286.26	86,073.74	49.77%	85,286.26
259-4-30-16-020.313 Childcare - PS	624,996.00	360,958.79	264,037.21	57.75%	56,121.78
259-4-30-16-040.837 Early Childhood Arts Gran	0.00	5,600.00	-5,600.00	100.00%	5,600.00
259-4-30-17-020.313 Childcare - DC	689,296.00	360,867.75	328,428.25	52.35%	0.00
259-4-30-17-040.835 Special Accommodation Gra	0.00	16,174.50	-16,174.50	100.00%	0.00

Total Revenues	3,734,495.00	2,141,355.26	1,593,139.74	57.34%	282,638.82
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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	2,982.55	1,171.45	71.80%	0.00
259-5-30-10-260.000 Workers Comp Insurance	50,000.00	25,038.00	24,962.00	50.08%	17,975.11
259-5-30-10-330.000 Professional Services	4,500.00	6,433.08	-1,933.08	142.96%	4,933.08
259-5-30-10-442.000 Rental Vehicles/Equip	1,968.00	1,158.50	809.50	58.87%	165.50
259-5-30-10-500.000 Training, Conf, Dues	9,500.00	6,940.28	2,559.72	73.06%	0.00
259-5-30-10-505.000 Tech. Subs, Licenses	17,570.00	12,260.97	5,309.03	69.78%	1,560.47
259-5-30-10-550.000 Printing and Binding	10,500.00	3,590.00	6,910.00	34.19%	0.00
259-5-30-10-560.000 Postage	7,103.00	2,077.42	5,025.58	29.25%	0.00
259-5-30-10-561.000 CC Processing Fees	0.00	30,101.28	-30,101.28	100.00%	0.00
259-5-30-10-610.000 General Supplies	0.00	852.29	-852.29	100.00%	168.88
259-5-30-10-910.000 Trnsfr Between Funds (non	45,000.00	33,750.00	11,250.00	75.00%	11,250.00

Total Administration	150,295.00	124,373.88	25,921.12	82.75%	36,053.04
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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%	0.00
259-5-30-11-130.000 Overtime	0.00	1,365.89	-1,365.89	100.00%	0.00
259-5-30-11-220.000 Social Security	9,018.00	6,725.29	2,292.71	74.58%	0.00
259-5-30-11-225.000 Act 76 Childcare Tax	389.00	353.38	35.62	90.84%	0.00
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	15,771.90	13,075.10	54.67%	0.00
259-5-30-11-610.000 General Supplies	4,132.00	507.45	3,624.55	12.28%	12.83

Total Pool	165,459.00	119,458.34	46,000.66	72.20%	12.83
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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%	0.00
259-5-30-12-220.000 Social Security	721.00	168.32	552.68	23.35%	0.00
259-5-30-12-225.000 Act 76 Childcare Tax	31.00	5.91	25.09	19.06%	0.00

Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
259-5-30-12-330.000 Professional Services	9,000.00	108,477.56	-99,477.56	1,205.31%	17,107.00
259-5-30-12-442.000 Rental Vehicles/Equip	13,800.00	8,304.61	5,495.39	60.18%	0.00
259-5-30-12-500.000 Training, Conf, Dues	4,000.00	2,799.21	1,200.79	69.98%	0.00
259-5-30-12-530.000 Communications	0.00	420.00	-420.00	100.00%	0.00
259-5-30-12-610.000 General Supplies	0.00	10,119.29	-10,119.29	100.00%	2,410.59
Total Parks and Facilities	36,974.00	132,495.25	-95,521.25	358.35%	19,517.59
259-5-30-14 Recreation Programs					
259-5-30-14-110.000 Regular Salaries	56,163.00	30,352.00	25,811.00	54.04%	6,470.40
259-5-30-14-120.000 Part Time Salaries	52,922.00	6,849.84	46,072.16	12.94%	554.35
259-5-30-14-210.000 Group Insurance	27,393.00	19,205.13	8,187.87	70.11%	18,545.84
259-5-30-14-220.000 Social Security	8,391.00	2,991.11	5,399.89	35.65%	676.36
259-5-30-14-225.000 Act 76 Childcare Tax	362.00	117.07	244.93	32.34%	21.31
259-5-30-14-230.000 Retirement	4,945.00	2,536.55	2,408.45	51.30%	388.23
259-5-30-14-290.000 Other Employee Benefits	350.00	350.00	0.00	100.00%	0.00
259-5-30-14-330.000 Professional Services	433,805.00	190,809.18	242,995.82	43.99%	8,555.02
259-5-30-14-410.000 Water and Sewer Charges	1,500.00	601.09	898.91	40.07%	0.00
259-5-30-14-431.000 R&M Buildings & Grounds	1,300.00	342.04	957.96	26.31%	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	1,238.95	6,838.05	15.34%	0.00
259-5-30-14-530.000 Communications	1,098.00	165.00	933.00	15.03%	0.00
259-5-30-14-610.000 General Supplies	27,773.00	57,401.09	-29,628.09	206.68%	4,830.91
Total Recreation Programs	626,079.00	312,959.05	313,119.95	49.99%	40,042.42
259-5-30-15 After School Care					
259-5-30-15-110.000 Regular Salaries	576,341.00	315,324.49	261,016.51	54.71%	73,948.15
259-5-30-15-120.000 Part Time Salaries	491,920.00	260,031.81	231,888.19	52.86%	70,943.74
259-5-30-15-130.000 Overtime	0.00	4,707.74	-4,707.74	100.00%	538.39
259-5-30-15-210.000 Group Insurance	122,197.00	63,701.28	58,495.72	52.13%	5,523.26
259-5-30-15-220.000 Social Security	83,264.00	45,237.18	38,026.82	54.33%	11,212.65
259-5-30-15-225.000 Act 76 Childcare Tax	3,592.00	1,920.14	1,671.86	53.46%	455.13
259-5-30-15-230.000 Retirement	58,286.00	30,098.65	28,187.35	51.64%	6,825.53
259-5-30-15-290.000 Other Employee Benefits	3,850.00	1,400.00	2,450.00	36.36%	350.00
259-5-30-15-330.000 Professional Services	96,400.00	18,502.57	77,897.43	19.19%	7,159.00
259-5-30-15-500.000 Training, Conf, Dues	33,241.00	8,866.16	24,374.84	26.67%	2,034.00
259-5-30-15-530.000 Communications	7,920.00	6,185.02	1,734.98	78.09%	1,042.38
259-5-30-15-580.000 Travel	0.00	3,862.51	-3,862.51	100.00%	1,815.37
259-5-30-15-610.000 General Supplies	69,084.00	52,456.08	16,627.92	75.93%	8,139.07
259-5-30-15-626.000 Gasoline	5,500.00	471.60	5,028.40	8.57%	143.18
Total After School Care	1,531,595.00	812,765.23	738,829.77	52.38%	190,129.85
259-5-30-16 Preschool					
259-5-30-16-110.000 Regular Salaries	351,704.00	194,510.40	157,193.60	55.31%	41,687.08
259-5-30-16-120.000 Part Time Salaries	14,024.00	8,300.66	5,723.34	59.19%	1,033.69
259-5-30-16-130.000 Overtime	0.00	382.70	-382.70	100.00%	0.00
259-5-30-16-210.000 Group Insurance	131,414.00	68,384.76	63,029.24	52.04%	11,698.00
259-5-30-16-220.000 Social Security	28,504.00	16,096.09	12,407.91	56.47%	3,335.76

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
259-5-30-16-225.000 Act 76 Childcare Tax	1,230.00	654.18	575.82	53.19%	135.16
259-5-30-16-230.000 Retirement	32,564.00	17,344.65	15,219.35	53.26%	3,325.61
259-5-30-16-290.000 Other Employee Benefits	2,450.00	1,400.00	1,050.00	57.14%	0.00
259-5-30-16-330.000 Professional Services	6,665.00	19,740.94	-13,075.94	296.19%	5,650.00
259-5-30-16-420.000 Cleaning Services	32,500.00	14,805.55	17,694.45	45.56%	2,845.98
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	1,045.80	-1,045.80	100.00%	149.40
259-5-30-16-500.000 Training, Conf, Dues	11,750.00	3,741.26	8,008.74	31.84%	1,880.00
259-5-30-16-530.000 Communications	0.00	262.76	-262.76	100.00%	40.44
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	42,102.67	-31,602.67	400.98%	610.74
Total Preschool	627,757.00	388,772.42	238,984.58	61.93%	72,391.86
259-5-30-17 Summer Day Camps					
259-5-30-17-110.000 Regular Salaries	72,644.00	37,250.83	35,393.17	51.28%	0.00
259-5-30-17-120.000 Part Time Salaries	420,770.00	392,302.31	28,467.69	93.23%	0.00
259-5-30-17-130.000 Overtime	0.00	19,304.52	-19,304.52	100.00%	0.00
259-5-30-17-220.000 Social Security	37,746.00	33,821.16	3,924.84	89.60%	0.00
259-5-30-17-225.000 Act 76 Childcare Tax	1,628.00	1,966.25	-338.25	120.78%	0.00
259-5-30-17-330.000 Professional Services	111,981.00	50,732.75	61,248.25	45.30%	1,094.00
259-5-30-17-580.000 Travel	0.00	25,749.19	-25,749.19	100.00%	0.00
259-5-30-17-610.000 General Supplies	30,009.00	66,370.08	-36,361.08	221.17%	0.00
Total Summer Day Camps	674,778.00	627,497.09	47,280.91	92.99%	1,094.00
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	2,518,321.26	1,314,615.74	65.70%	359,241.59
Total EJRP PPROGRAMS FUND	-98,442.00	-376,966.00	475,408.00	382.93%	-76,602.77
Total All Funds	-1,034,950.00	7,806,463.52	-6,771,513.52	-754.28%	-659,142.07

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	(4,067.84)	8/19/24
Balance of assigned amount by Council for construction manager services	(30,682.89)	\$43,729 assigned 9/13/23 for Bread Loaf Corp construction manager services
Total Expenses to Date	(868,002.66)	see Spending Detail worksheet
Balance of Funds Available	2,590,298.21	

updated 2/7/25

LOT Fund Balance Detail

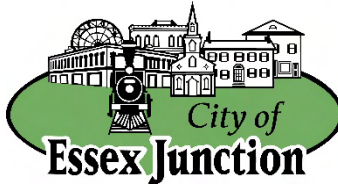
LOT Funds Revenue FY23		659,341.99	
	11/21/22 Disbursement - Q1	1,178.64	
	2/9/23 Disbursement - Q2	239,621.26	
	5/12/23 Disbursement - Q3	195,435.64	
			funds received in August, but recorded back to June to properly recognize revenue
	6/30/23 Disbursement - Q4	219,588.49	
	Interest Accrued	3,517.96	
LOT Funds Revenue 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 Revenue FY25		539,899.21	
	Q1	263,103.52	
	Q2	261,428.29	
	Q3		
	Q4		
	Interest Accrued	15,367.40	allocated monthly
Less:			
FY23 IT Migration Balance of Funds Avail.		-	
FY24 Expenses	(262,239.00)		rebranding, capital transfer, IT migration and paving actual spent to date
Rebranding Balance of Funds Avail.	(27,500.00)		\$40,000 assigned during budget, \$12,500 reassigned to Strategic Planning by Council
Strategic Planning Balance of Funds Avail.	-		\$30,000 assigned during budget, \$12,500 added from Rebranding by Council
Banners/Signs Balance of Funds Avail.	(14,375.00)		
Capital Transfer Balance of Funds Avail.	-		recurring quarterly entry
Paving Balance of Funds Avail.	-		\$20,000 assigned during budget, additional \$20,000 assigned by Council
2 Lincoln Renovation	(256,842.00)		assigned by Council 6/12/24
Stormwater Grant Match Balance of Funds Avail.	(28,000.00)		Council authorized to reassign to 2 Lincoln Renovation project 6/12/24
Code Enforcement Salary/Benefits Balance of Funds Avail.	(40,158.00)		Council authorized to reassign to 2 Lincoln Renovation project 6/12/24
FY25 Expenses to Date	(750,000.00)		
Sidewalks per Policy	(218,608.00)		25% of projected revenue
FY25 Capital Transfer Balance of Funds Avail.	(250,000.00)		
	Balance of LOT Funds Available	337,597.42	
	Projected Remaining FY25 LOT Revenue	349,900.19	\$874,432 projected, less actual funds received to date
	Projected FY25 LOT Fund Balance	687,497.61	

updated 2/7/25

Economic Development Fund Balance Detail

FY25 Economic Development Fund Beginning Balance	869,061.06	
Economic Development Funds Received FY25	128,264.96	
	<i>Property Taxes</i>	114,102.92 will be allocated around 9/15 and 3/15 tax payment due dates
	<i>Interest Accrued</i>	14,162.04 allocated monthly
Less:		
		FY25 \$40,000 grant match, less \$3,075 actual spent to date
Main St Park	(36,925.00)	FY25
Crescent Connector	(90,000.00)	estimated
		FY25 \$250,000 grant match, less \$1,856.25 actual spent to
Amtrak Grant Match	(248,143.75)	date
Balance of Economic Development Funds Available	<u>622,257.27</u>	
Projected FY25 Economic Development Fund Revenue	-	
Projected FY25 Economic Development Fund Balance	<u>622,257.27</u>	

updated 2/7/25



Memo

To: Essex Junction City Council
From: Ashley Snellenberger, Communications & Strategic Initiatives Director
Meeting Date: February 12, 2025
Agenda Item: Department Head Budget Videos & Junction City News

Issue: Once again, the City Department Heads have produced budget videos for the proposed FY 26 General Fund Budget. These videos were produced using the totals from the Budget Day packet (12/2/2024).

Discussion: These budget videos are intended to be a quick summary of the Department Head's budgets. They include the budget trend for the past three years, a brief breakdown on the services the budget pays for, and action items from their Work Plans that the Department Heads are looking forward to in FY 26.

Below are the links to the Department Head Budget Videos. Please note that some videos are still in production.

- [Administration](#)
- [Clerk](#)
- [Community Development](#)
- [Finance](#)
- [EJRP](#)
- [Streets](#)

On January 27, 2025, the Communications Director interviewed the City Manager during the January episode of Junction City News, where they covered the proposed FY 26 General Fund and Capital Fund Budgets as of January 25, 2025. The link to this episode is on the City Website and listed below.

- [Junction City News January 27, 2025](#)

Cost: None

Recommendation: None

Recommended Motion: None

Attachments:

**CITY OF ESSEX JUNCTION
PLANNING COMMISSION
MINUTES OF MEETING
JANUARY 14, 2025
DRAFT**

MEMBERS PRESENT: Diane Clemens, Chair; Scott McCormick, Vice-Chair; Elena Juodisius; Elijah Massey, Kirstie Paschall

ADMINISTRATION: Chris Yuen, Community Development Director

OTHERS PRESENT: Charlie Baker, Sarah Muskin

1. CALL TO ORDER

Ms. Clemens called the meeting to order at 6:30 PM.

2. AGENDA ADDITIONS/CHANGES

None.

3. PUBLIC TO BE HEARD

a. Comments from Public on Items Not on Agenda

None.

4. MINUTES

a. December 5, 2024

MOTION by SCOTT MCCORMICK, seconded by ELIJAH MASSEY, to approve the minutes of December 5, 2024. Motion passed 5-0.

5. BUSINESS ITEMS

a. Discussion on Act 181 and the process to develop a new Regional Future Land Use Map and Municipal Housing Targets

Ms. Muskin and Mr. Baker, of the Chittenden County Regional Planning Commission (CCRPC) presented. Ms. Muskin discussed Vermont Act 181, which is intended to maintain Vermont's historic settlement pattern of compact village and urban centers separated by rural countryside. This act will change the types of properties that will require Act 250 approval, with the more developed areas not requiring such. Municipalities no longer need to apply for state designation areas. Much of Essex Junction is already subject to interim Act 250 exemptions, such as transit corridors and downtowns but these exemptions will be superseded by the new regulations.

The CCRPC is working on implementing a regional land use map which will frame development in the area. Ms. Clemens said that the map appears to have most of the City listed as a planned growth area. Ms. Muskin said that this is true, as Essex Junction has public sewer and water as well as zoning regulations. Mr. Yuen explained the differences in granularity between the zoning map, city future land use map and the regional future land use map. With the proposed regional land use map, most Essex Junction properties would most likely not require Act 250 review. Mr. Yuen will investigate the possibility of Essex Junction pursuing Tier 1A status, which would require taking over management of the existing Act 250 permits.

The steps required to achieve meaningful public participation were discussed, with Mr. McCormick suggesting collaborating with Essex Junction's TOD project as well as reaching out to local churches. Ms. Muskin said that the CCRPC will receive a housing target from the state, and this will be disaggregated amongst member municipalities. The targets will need to be incorporated into municipal plans and towns must mitigate barriers to meeting these targets. Mr. Baker discussed better tracking construction at the state level and potential consequences for refusing to work toward meeting such targets. Mr. McCormick discussed additional conversations needed around housing targets, including climate and environmental sustainability. The PC discussed a variety of community engagement ideas with the CCRPC, such as collaboration with the schools, Rotary Club, and holding office hours in the Brownell Library. Ms. Muskin will stay in communication as this document is further developed and will plan to be back in front of the board this spring.

b. Connect the Junction TOD Master Plan – Discussion of Next Steps

Mr. Yuen said that the consultants have provided staff with a first draft of the big ideas report and are working on the full draft plan. This should be available prior to the February 6th joint meeting of the PC and City Council.

c. Discussion on for January 25 Community Meal public engagement opportunity

All planning-related initiatives will be at a cluster of tables together. Mr. Yuen will create a poster to showcase the work that the PC has done over the past year. The report for the Connect the Junction TOD Master Plan will not yet be available by this time.

d. Animating Infrastructure Mural Grant

Mr. Massey explained the application process and different tracks available to municipalities. Essex Junction is working on developing a pitch to be invited for the full application, as this is a very competitive process. He suggested the fire station or crescent connector as potential sites for public art. He discussed collaborating with students in the district on this project. An outreach and engagement strategy should be developed with the pitch, and the grant will provide up to \$1,000 for this and administrative costs. An artist will only be engaged if awarded the grant. A conceptual design can be created to share with the public. Mr. Massey asked all PC members to consider the location and type of art desired, as well as public engagement for this process.

e. LDC amendments process update

Mr. Yuen said that the LDC amendments have been passed onto the City Council, and that he presented them last month. The City Council will be discussing the topic again on January 22, 2025 and may warn a public hearing as early as February 12. After the public hearing, the City Council may choose to adopt or change the LDC. Once it is adopted, there is a 21-day appeal period. During this period, all development applications will need to be evaluated based on both the new and old regulations, whatever is more stringent.

f. Prepare topics of discussion for City Council join meeting

Mr. Yuen said that the TOD process will be one of the major items of discussion. He said that this will be an opportunity to provide feedback or discuss any other issues that the PC feels they need direction on. Mr. McCormick suggested discussing project alignment with the City Council and reviewing the status of the projects that were discussed at their last joint meeting two years ago. Ms. Clemens brought up the height limit in Essex Junction, noting that the state allows for five stories if affordable housing is included.

Mr. Yuen said that building heights will be a major topic in Connect the Junction area. Other ideas suggested include: establishing additional committees, transportation, community engagement, economic development and housing. The PC will create an outline of the topics that they feel they will potentially discuss and share this with the City Council.

6. MEMBERS UPDATES

Mr. McCormick discussed a potential workshop on environmental topics funded by the Rotary Club. He also said that the state Climate Council is working towards increasing home weatherization and is behind their targets.

7. STAFF UPDATES

None.

8. ADJOURN

MOTION by ELANA JUODISIUS, seconded by SCOTT MCCORMICK, to adjourn the meeting at 9:53 PM. Motion passed 5-0.

Respectfully submitted,
Darby Mayville

POLICE COMMUNITY ADVISORY BOARD

December 17, 2024

**POLICE COMMUNITY ADVISORY BOARD
REGULAR MEETING
MINUTES OF MEETING - DRAFT
December 17, 2024**

POLICE COMMUNITY ADVISORY BOARD: Gwendolyn Evans, Dan Maguire, Vince Cuciti, Christina Hagestad, David Harrington, Jenny Parker and Jody Kamon (Advisor).

Absent:

STAFF: Alyssa March, Community Liaison, Essex Police Department

ADMINISTRATION: Ron Hoague (EPD Chief)

OTHERS PRESENT: None

1. CALL TO ORDER

Chair Christina Hagestad called the meeting to order at 6:03pm.

2. AGENDA ADDITIONS/CHANGES

a. Gwendolyn asked to follow up with items from the last meeting.

3. AGENDA APPROVAL

Agenda was approved.

4. PUBLIC TO BE HEARD

There were no comments from the public.

5. CONSENT ITEMS

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

6. BUSINESS ITEMS

a. The Board has two new members that attending the meeting. Jenny Parker is a nurse at UVM and has a close work history with law enforcement and mental health. David Harrington was in law enforcement for 28 years.

b. The Chief gave an update about what has been going on in the community with the PD. The PD is currently interviewing for 6 vacancies, but one person will be going to the next academy. There have been multiple applicants, but they are not appropriate for the position. PD is still using social media to get new recruits. The Chief met with other chiefs last week and the other departments shared that they are also seeing a lack of applicants.

The Chief also shared that the community is seeing vandalism to property at night, but the auto thefts have gone down in the last month.

The PD has been involved in a few community events this month and will continue to do so moving into the new year.

The PD had a financial wellness training for the new officers and Chief has been working with Tabitha about conducting another Racial Responsive training. The Chief invited the Board to attend the training in February if anyone was interested.

c. Gwendolyn reported on the follow up with her friend that had an incident with her service dog and a dog that was off the leash. Her friend did receive a voicemail from EPD and was informed that the owner was issued a citation. Gwendolyn stated that her friend would like to have a conversation and potentially a training or info session about service animals and off leash dogs. Alyssa offered to speak with Gwendolyn's friend. Gwendolyn stated that she would speak with her friend and facilitate the conversation.

David shared that his friend had a recent incident with a dog that got out of a fenced area and went after his dog. David asked PD to follow up with his friend.

The Board discussed the importance of having a community discussion about off leash dogs.

d. Gwendolyn asked if there was any organization or business that could come to a meeting and speak about crime and their police experience. The Chief stated that he knows the owner of The Essex Experience and can reach out to them to see if they are willing to share their experience with PD. PD went to the Essex Experience a few months ago to provide training.

e. Gwendolyn sent Alyssa her new blog.

f. Public Safety Survey Task List: Vince shared the original survey questions with new potential survey questions.

Feedback: members agreed that the survey needs to be more police focused. Discussed potentially adding questions for recruitment into the survey. Discussed how many languages the survey needs to be translated and how to know how many languages there are. The chief suggested the high school might have an answer.

Action items for survey: How to get the surveys to different locations. The Board also discussed how to reach the elderly population in the area. Potentially having a drop box for hard copy surveys, having high school students help the elderly fill out the surveys. Discussed going door to door, doctors' offices, senior centers, a newspaper insert. The Board will provide a list of all the services the PD offers and agencies the PD works with in Essex to add to the survey.

7. **ADJOURN**

A motion to adjourn was made by Christina. The motion was seconded and approved by the Board. The meeting adjourned at 7:24pm.

Respectfully submitted,

Alyssa March
Community Affairs Liaison

January 2025 Essex Tree Committee Minutes 01/23/2025

In Attendance: Nick Meyer, Leslie Goldring, Warren Spinner, Steve Rivard, Max Seaton, Rich Boyers, Ashley Snellenberger.

November Minutes: Approved.

Public to be heard: None.

Additions to Agenda: See Below

Summary Spring and Fall 2024 Plantings: Warren advised 25 Spring, 13 Fall, + 32 Planted under contract for Cresnet Connector primarily Elms, Maples and Hackberry. 70 total for the year. Nick added that 331 trees added since 2012.

Grants: In process of final review, Ashley working on this. RFP put out to 6 contractors.

Tree Walk: Leslie working on 15 enhanced individual tree signage (tags) to include QR codes for Maple Street Park. Same trees to be used however in different sequence. Inside the fence trees only. Potential for cooperation with ADL Teacher Brian. Steve will reach out to Professor Declan McCabe at St Mikes to schedule a tree walk in the future.

City Informational Budget Luncheon: At the Fairgrounds, Nick to host a table, to encourage volunteers, present the value of local trees, EAB Problems, a photo journal and 2024 Essex Tree Committee plantings

2025 Plantings: 18 trees from the Grant. 16 Available for this year at the Branch Out Burlington Tree Nursery. 10 of these have assigned locations. 2 Trees for Arbor day planting with be from the Nursery. Additional planting locations TBD. Potential for continued planting on Cushing St, Lavoie, Old Colchester Road and Main St.

Amtrak new station: Warren advised Phase 1 new platform mostly complete upcoming remove and replace 1 tree to be planted in Silva Cell. Seeking qualified contractors.

Arbor Day: May 25 2025 Committee will schedule a planting at Fleming or Summit Schools, or potential for Hiawatha. Brownell Library seeking advice on a tree planting as part of their Eco, global warming project.

1 Main St Pocket Park: Nick advised that the budget will not support a larger tree at this location. Nick and Warren have submitted correct choices. 1 tree to be planted in a Silva Cell. Additional planters to be added. Nick to contact Chris for an update.

Updated City Tree Policy: being updated. Changes such as our work on private property are under question, other changes expected, some items need to be in ordinance language.

Tree City USA: Application Warren advised that this has been completed.

Reminder: Committee members must complete the Ethics Training CBT.

Next Meeting: Thursday February 27, 4 pm at the library. All meetings will be held at this location until further notice.