



Town of Essex Selectboard

Phone: (802) 878-1341

Email: manager@essex.org

www.essexvt.org

PUBLIC HEARING & REGULAR MEETING AGENDA Monday, December 20, 2021 – 5:30 pm 81 Main St., Essex Junction, VT 05452

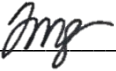
This meeting will be held both remotely and in person. Available options to watch or join the meeting:

- **WATCH:** the meeting will be live streamed on [Town Meeting TV](#).
- **JOIN ONLINE:** [Join Microsoft Teams Meeting](#).
- **JOIN CONFERENCE CALL:** (*audio only*): (802) 377-3784 | Conference ID: 788 679 290#

1. **CALL TO ORDER** [5:30 PM]
2. **GRIEVANCE HEARING**
 - a. *Discussion and potential action on grievance
3. **AGENDA ADDITIONS/CHANGES**
4. **APPROVE AGENDA**
5. **PUBLIC TO BE HEARD**
 - a. Comments from Public on Items Not on Agenda
6. **PUBLIC HEARING** [6:45 PM]
 - a. Public hearing on the proposed 2022-2023 municipal budget for the Town of Essex
7. **BUSINESS ITEMS**
 - a. Presentation of proposed fiscal year 2023 capital budget and five-year plan
 - b. Discussion and potential action to adopt fiscal year 2023 budget or warn second public hearing
 - c. **Discussion and potential action on tentative agreements about shared services between Town of Essex and independent City of Essex Junction
 - d. Discussion and potential action to take formal position on separation of the Village of Essex Junction from the Town of Essex
 - e. ***Discussion and potential action about contract
8. **CONSENT ITEMS**
 - a. Approve minutes: December 6, 2021; December 13, 2021 (Joint)
 - b. Check Warrants: #17934—12/17/2021
9. **READING FILE**
 - a. Board member comments
 - b. Memo from Annie Costandi and Dennis Lutz re: Supplemental Grant for LDS Church Stormwater Project (Information)
 - c. Memo from Dennis Lutz re: Multi-purpose Path along VT15 from Susie Wilson Road to the West Gate of Fort Ethan Allen (INFORMATION)
 - d. Memo from Greg Duggan re: Preparing for 2022 annual Town Meeting
 - e. Upcoming meeting schedule
10. **EXECUTIVE SESSION**
 - a. *An executive session is anticipated for a grievance

- b. **An executive session may be needed to discuss negotiation of contracts and agreements between the Town of Essex and Village/City of Essex Junction
- c. ***An executive session is anticipated for a contract

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Certification:  12/17/2021

Memorandum

To: Selectboard; Evan Teich, Unified Manager
From: Travis Sabataseo, HR Director 
Re: Executive session for grievance
Date: December 14, 2021

Issue

The issue is whether the Selectboard enters into executive session to conduct a grievance hearing.

Discussion

In order to have a complete and thorough discussion about this topic, it would appear that an executive session would be necessary because the premature disclosure of the information may put the Selectboard and the Town at a substantial disadvantage. Grievances can be a protected discussion.

Cost

N/A

Recommendation

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

Motion #1

"I move that the Selectboard make the specific finding that general public knowledge of a grievance would clearly place the Town at a substantial disadvantage."

Motion #2

"I move that the Selectboard enter into executive session to conduct a grievance hearing, pursuant to 1 V.S.A. § 313(a)(1)(D)."



**TOWN OF ESSEX
NOTICE OF PUBLIC HEARING
PROPOSED FY2023 BUDGET
December 20, 2021
6:45 PM**

A public hearing on the 2022-2023 municipal budget for the Town of Essex will be held on Monday, December 20, 2021 at 6:45 PM. Visit www.essexvt.org to connect via Microsoft Teams or join via conference call (audio only): 802-377-3784 – Conference ID: 788 679 290#.

The public is invited to attend and offer comments regarding the proposed budget.

The proposed FY2023 budget of \$16,600,169 shows an increase in expenditures of \$674,041 or 4.2%, over the current budget. Complete details can be found at www.essexvt.org.

Memorandum

To: Town Selectboard; Evan Teich, Unified Manager
From: Courtney Bushey, Interim Finance Director
Sarah Macy
Re: Public Hearing on FY23 General Fund Budget
Date: December 20, 2021

Issue:

The issue is to hold a public hearing on the FY23 General Fund Budget.

Discussion:

On December 20, 2021, the Selectboard will hold a public hearing on the attached FY23 general fund budget. The attached document includes all the adjustments made at the December 6, 2021 budget work session.

The public hearing was warned for the FY23 general fund budget in the amount of \$16,600,169 (a 4.6% increase from FY22) of which, \$14,982,273 will be raised by taxes (a 5.0% increase from FY22) and resulting in an estimated tax rate of \$0.5492 (a 4.3% or \$0.0228 increase from FY22).

While compiling documents for this meeting, it was discovered the fund balance used to offset costs in the finance costing center was not flowing through to the summary page and therefore, overstating the proposed tax levy. Additionally, the 1% appropriation to health & human services grants had not been decreased to reflect the decrease in budgeted expenditures in the finance costing center. Both of these adjustments are reflected in the following pages.

As a result, the proposed budget attached herein is slightly less than the amount warned. The updated FY23 general budget is \$16,599,603 (a 4.2% increase from FY22) with a proposed tax levy of \$14,920,707 (a 4.6% increase from FY22) and resulting in an estimated tax rate of \$0.5469 (a 3.9% or \$0.0205 increase from FY22).

Town of Essex - General Fund Budget Summary

Department Name:	FY20 Budget	FY20 Actual	FY21 Budget	FY21 Actual	FY22 Budget	FY23 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year
Revenues								
Property Taxes	13,550,175	13,500,305	14,010,856	13,881,245	14,265,056	14,920,707	655,651	4.6%
General Revenue	463,001	502,451	463,201	1,024,568	749,701	658,001	(91,700)	-12.2%
Administration	116,123	118,870	119,278	121,028	120,166	-	(120,166)	-100.0%
Selectboard	-	-	-	-	5,000	-	(5,000)	-100.0%
Clerk	205,900	373,029	240,250	466,874	249,205	311,185	61,980	24.9%
Finance	-	-	-	-	-	61,000	61,000	n/a
Information Technology	-	-	-	-	14,000	-	(14,000)	-100.0%
ComDev	71,600	86,910	81,800	73,685	81,800	142,510	60,710	74.2%
Police	60,000	36,228	60,000	44,470	62,200	110,200	48,000	77.2%
Animal Control	750	25	750	-	-	-	-	n/a
Pool	61,000	27,408	50,000	57,480	55,000	55,500	500	0.9%
Parks	40,000	49,675	43,000	51,000	59,000	79,000	20,000	33.9%
Seniors	-	137	500	-	-	-	-	n/a
Library	1,000	390	1,000	520	1,000	-	(1,000)	-100.0%
Public Works Admin	-	-	-	-	2,500	-	(2,500)	-100.0%
Highways	261,000	280,216	261,400	411,859	261,400	261,400	-	0.0%
Stormwater	100	61	100	69	100	100	-	0.0%
Total General Fund	14,830,649	14,975,704	15,332,135	16,132,798	15,926,128	16,599,603	673,475	4.2%
Expenditures								
General Government								
Administration	482,175	618,010	546,269	538,196	667,520	652,579	(14,941)	-2.2%
Selectboard	81,688	118,434	87,982	98,649	121,608	109,730	(11,878)	-9.8%
Clerk	267,976	238,805	273,707	267,600	274,215	308,258	34,043	12.4%
Finance	712,375	679,525	737,065	726,340	729,658	588,370	(141,288)	-19.4%
Information Technology	381,203	352,035	414,372	391,495	434,870	443,975	9,105	2.1%
Assessing	204,689	153,149	169,109	162,608	174,672	171,887	(2,785)	-1.6%
Community Development	399,757	347,230	405,589	377,239	413,063	428,851	15,788	3.8%
Economic Development	9,815	8,540	9,815	9,000	27,020	43,040	16,020	59.3%
Health & Human Services	248,864	272,122	255,829	257,264	262,246	439,246	177,000	67.5%
County Regional	476,842	472,134	499,711	483,057	502,243	520,117	17,874	3.6%
Public Safety								
Police	4,479,558	3,840,479	4,666,734	4,035,626	4,722,866	5,015,243	292,377	6.2%
Animal Control	35,319	125	36,429	2,605	39,917	39,900	(17)	0.0%
Fire	575,392	557,692	590,878	609,426	603,700	683,482	79,782	13.2%
Culture & Recreation								
Rec Admin	355,138	310,014	340,351	315,578	357,058	363,254	6,196	1.7%
Pool	140,136	123,596	141,336	107,336	141,066	142,837	1,771	1.3%
Parks	329,044	286,734	345,351	352,194	353,078	353,714	636	0.2%
Seniors	164,764	155,793	191,499	97,018	191,183	208,213	17,030	8.9%
Library	395,722	370,454	391,959	370,636	433,880	444,315	10,435	2.4%
Public Works								
Public Works Admin	184,526	190,873	207,230	269,727	276,740	210,389	(66,351)	-24.0%
Highways	3,561,906	3,572,592	3,660,507	3,718,152	3,862,142	4,082,082	219,940	5.7%
Stormwater	341,500	308,416	347,143	293,362	359,452	357,577	(1,875)	-0.5%
Buildings	462,289	423,256	477,635	418,563	455,650	484,700	29,050	6.4%
Debt								
Debt	539,973	545,717	535,635	535,635	522,281	507,844	(14,437)	-2.8%
Total General Fund	14,830,651	13,945,725	15,332,135	14,437,306	15,926,128	16,599,603	673,475	4.2%

[illegible]

Costing Center		110-10-10 - Administration, Town							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Revenues									
	020.002-Shared Employee Revenue	116,123	118,870	119,278	121,028	120,166	-	(120,166)	-100.0%
Total Revenues		116,123	118,870	119,278	121,028	120,166	-	(120,166)	-100.0%
Expenditure									
	110.000-Regular Salaries	293,810	337,353	338,364	344,329	388,176	358,216	(29,960)	-7.7%
	120.000-Part Time Salaries	-	-	-	-	-	-	-	n/a
	210.000-Group Insurance	62,522	56,010	63,263	76,379	96,592	97,724	1,132	1.2%
	220.000-Social Security	22,477	25,286	25,885	25,787	30,106	27,799	(2,307)	-7.7%
	230.000-Retirement	26,116	30,415	31,946	31,796	39,347	29,980	(9,367)	-23.8%
	290.000-Other Employee Benefits	900	1,324	885	300	1,180	1,110	(70)	-5.9%
	320.000-Legal Services	55,000	80,858	60,000	34,580	65,000	65,000	-	0.0%
	330.000-Professional Services	2,500	10	2,500	5,032	10,000	10,000	-	0.0%
	430.000-R&M Vehicles and Equipment	1,500	667	1,000	-	500	100	(400)	-80.0%
	442.000-Rental of Vehicles or Equipment	-	2,800	-	2,502	2,800	2,800	-	0.0%
	500.000-Training, Conferences, Dues	7,200	5,474	7,276	3,433	9,200	6,515	(2,685)	-29.2%
	505.000-Technology Subscription, Licenses	-	-	-	-	12,285	12,285	-	0.0%
	540.000-Advertising	5,000	4,444	5,000	3,246	6,500	6,500	-	0.0%
	550.000-Printing and Binding	200	-	200	395	200	200	-	0.0%
	570.000-Other Purchased Services	650	93	5,300	5,770	650	650	-	0.0%
	580.000-Travel	3,150	4,938	4,000	1,666	4,334	2,550	(1,784)	-41.2%
	610.000-General Supplies	150	77	150	2,981	150	150	-	0.0%
	755.000-Furniture and Fixtures	1,000	-	500	-	500	1,000	500	100.0%
	810.000-Appropriations to committees	-	-	-	-	-	30,000	30,000	n/a
	890.000-Federal Grant Expense	-	68,261	-	-	-	-	-	n/a
Total Expenditure		482,175	618,010	546,269	538,196	667,520	652,579	(14,941)	-2.2%
<i>Net Town General Fund</i>		<i>(366,052)</i>	<i>(499,140)</i>	<i>(426,991)</i>	<i>(417,168)</i>	<i>(547,354)</i>	<i>(652,579)</i>	<i>(105,225)</i>	<i>19.2%</i>

Costing Center		110-11-10 - Legislative, Town							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Revenues									
	099.000-Use of Fund Balance	-	-	-	-	5,000	-	(5,000)	-100.0%
Total Revenues		-	-	-	-	5,000	-	(5,000)	-100.0%
Expenditure									
	190.000-Board member payments	7,500	7,250	7,500	7,500	20,273	34,970	14,697	72.5%
	220.000-Social Security	574	555	574	574	1,551	574	(977)	-63.0%
	330.000-Professional Services	40,450	71,910	43,108	50,495	62,300	36,186	(26,114)	-41.9%
	500.000-Training, Conferences, Dues	25,164	27,538	26,300	26,022	26,284	26,800	516	2.0%
	550.000-Printing and Binding	8,000	11,181	10,500	14,058	11,200	11,200	-	0.0%
Total Expenditure		81,688	118,434	87,982	98,649	121,608	109,730	(11,878)	-9.8%
Net Town General Fund		(81,688)	(118,434)	(87,982)	(98,649)	(116,608)	(109,730)	6,878	-5.9%
	Notes on major changes:								
	1. Full year of committee stipends								
	2. Moving the CEE funding to Administration								

Costing Center		110-12-10 - Clerk							
	Notes on major changes:								
	1. Increase to recording fee revenues								
	2. Increase to election expenses to account for continuing mailed ballots								
	3. Of note: This costing center brings in non-tax revenue in excess of total costs making it fully self reliant								

Costing Center		110-13-10 - Finance, Town							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Revenues									
	020.002-Shared Employee Revenue	-	-	-	-	-	-	-	n/a
	Use of Fund Balance	-	-	-	-	-	61,000	61,000	n/a
Total Revenues		-	-	-	-	-	61,000	61,000	n/a
Expenditure									
	110.000-Regular Salaries	186,056	189,348	199,065	196,235	195,860	207,820	11,960	6.1%
	120.000-Part Time Salaries	-	-	-	-	7,763	20,280	12,517	161.2%
	130.000-Overtime	3,184	268	3,287	883	1,008	1,064	56	5.6%
	210.000-Group Insurance	47,798	44,159	51,266	46,277	50,760	51,623	863	1.7%
	220.000-Social Security	14,477	14,398	15,479	15,154	15,902	17,795	1,893	11.9%
	230.000-Retirement	17,978	18,522	19,485	19,344	20,010	17,493	(2,517)	-12.6%
	290.000-Other Employee Benefits	765	940	765	765	765	765	-	0.0%
	330.000-Professional Services	-	-	-	4,623	-	7,150	7,150	n/a
	335.000-Audit	18,750	18,750	16,155	16,780	18,435	19,500	1,065	5.8%
	442.000-Rental of Vehicles or Equipment	-	1,699	2,000	1,702	2,000	2,000	-	0.0%
	500.000-Training, Conferences, Dues	3,500	1,595	1,500	3,595	2,000	3,720	1,720	86.0%
	505.000-Technology Subscription, Licenses	-	-	-	21,694	16,991	19,140	2,149	12.6%
	520.000-Insurance	407,817	371,284	405,000	391,807	390,000	209,920	(180,080)	-46.2%
	530.000-Communications	-	-	-	-	564	-	(564)	-100.0%
	550.000-Printing and Binding	4,000	5,209	5,200	3,397	3,400	3,400	-	0.0%
	560.000-Postage	3,100	3,022	3,100	3,070	3,100	3,100	-	0.0%
	570.000-Other Purchased Services	3,700	8,920	13,513	-	-	-	-	n/a
	580.000-Travel	500	293	500	203	100	2,600	2,500	2500.0%
	610.000-General Supplies	750	968	750	811	1,000	1,000	-	0.0%
	755.000-Furniture and Fixtures	-	150	-	-	-	-	-	n/a
Total Expenditure		712,375	679,525	737,065	726,340	729,658	588,370	(141,288)	-19.4%
<i>Net Town General Fund</i>		<i>(712,375)</i>	<i>(679,525)</i>	<i>(737,065)</i>	<i>(726,340)</i>	<i>(729,658)</i>	<i>(588,370)</i>	<i>141,288</i>	<i>-19.4%</i>

Costing Center		110-14-10 - Information Technology							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Revenues									
	Contribution from Village WWTF					14,000	-	(14,000)	-100.0%
Total Revenues		-	-	-	-	14,000	-	(14,000)	-100.0%
Expenditure									
	110.000-Regular Salaries	192,765	181,861	199,173	197,933	205,799	216,925	11,126	5.4%
	120.000-Part Time Salaries	-	-	-	-	-	-	-	n/a
	210.000-Group Insurance	68,241	52,229	70,269	49,892	70,580	72,729	2,149	3.0%
	220.000-Social Security	14,746	13,569	15,237	15,140	15,985	16,831	846	5.3%
	230.000-Retirement	17,308	17,075	18,535	18,730	19,406	17,956	(1,450)	-7.5%
	290.000-Other Employee Benefits	900	-	900	700	900	900	-	0.0%
	330.000-Professional Services	7,500	4,495	7,500	4,243	8,500	5,000	(3,500)	-41.2%
	432.000-R&M Technology	25,578	10,946	22,450	1,812	8,000	8,000	-	0.0%
	500.000-Training, Conferences, Dues	5,500	469	9,400	-	12,700	10,200	(2,500)	-19.7%
	505.000-Technology Subscription, Licenses	-	-	-	-	51,000	61,934	10,934	21.4%
	580.000-Travel	1,000	111	500	-	500	500	-	0.0%
	735.000-Technology: Hardware, Software, Equipment	43,815	67,430	66,408	99,045	37,500	29,000	(8,500)	-22.7%
	920.000-Transfer between funds (capital)	3,850	3,850	4,000	4,000	4,000	4,000	-	0.0%
Total Expenditure		381,203	352,035	414,372	391,495	434,870	443,975	9,105	2.1%
<i>Net Town General Fund</i>		<i>(381,203)</i>	<i>(352,035)</i>	<i>(414,372)</i>	<i>(391,495)</i>	<i>(420,870)</i>	<i>(443,975)</i>	<i>(23,105)</i>	<i>5.5%</i>
	Notes on Major Changes:								
	1. Loss of contribution from Village enterprise funds								

Costing Center		110-15-10 - Assessing							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Expenditure									
	110.000-Regular Salaries	127,587	104,130	113,403	113,701	80,507	85,934	5,427	6.7%
	120.000-Part Time Salaries	-	-	-	-	35,353	37,297	1,944	5.5%
	130.000-Overtime	-	-	-	-	-	-	-	n/a
	210.000-Group Insurance	45,470	21,737	23,491	21,606	22,900	23,360	460	2.0%
	220.000-Social Security	9,761	7,867	8,675	8,582	8,973	9,534	561	6.3%
	230.000-Retirement	12,121	9,992	11,340	11,129	11,729	10,282	(1,447)	-12.3%
	290.000-Other Employee Benefits	600	-	300	-	300	300	-	0.0%
	330.000-Professional Services	3,300	2,678	3,300	1,539	-	300	300	n/a
	430.000-R&M Vehicles and Equipment	1,000	433	1,000	-	500	-	(500)	-100.0%
	500.000-Training, Conferences, Dues	1,450	1,443	3,200	2,961	1,010	1,115	105	10.4%
	505.000-Technology Subscription, Licenses	-	-	-	-	10,000	3,515	(6,485)	-64.9%
	540.000-Advertising	150	-	150	-	150	-	(150)	-100.0%
	580.000-Travel	100	58	100	-	100	100	-	0.0%
	610.000-General Supplies	150	1,609	150	90	150	150	-	0.0%
	755.000-Furniture and Fixtures	-	201	1,000	-	-	-	-	n/a
	920.000-Transfer between funds (capital)	3,000	3,000	3,000	3,000	3,000	-	(3,000)	-100.0%
Total Expenditure		204,689	153,149	169,109	162,608	174,672	171,887	(2,785)	-1.6%
<i>Net Town General Fund</i>		<i>(204,689)</i>	<i>(153,149)</i>	<i>(169,109)</i>	<i>(162,608)</i>	<i>(174,672)</i>	<i>(171,887)</i>	<i>2,785</i>	<i>-1.6%</i>
	Notes on Major Changes:								
	1. Reduction from 2 to 1 fleet vehicles								

Costing Center		110-16-10 - Community Development, Town							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Revenues									
	020.005-Zoning Hearing Fees	1,000	1,890	1,200	2,937	1,200	1,500	300	25.0%
	020.006-Subdivision Filing Fees	11,000	5,090	9,500	8,405	9,500	11,500	2,000	21.1%
	020.007-Zoning Ordinance Pamphlets	100	-	100	3	100	260	160	160.0%
	020.008-CO Inspections and Re-Inspections	9,500	13,195	11,000	10,090	11,000	13,250	2,250	20.5%
	020.009-CO Compliance Certification	-	-	-	-	-	6,000	6,000	n/a
	030.007-Building Structures	50,000	66,735	60,000	52,250	60,000	110,000	50,000	83.3%
Total Revenues		71,600	86,910	81,800	73,685	81,800	142,510	60,710	74.2%
Expenditure									
	110.000-Regular Salaries	254,698	213,246	248,386	250,042	228,147	240,973	12,826	5.6%
	120.000-Part Time Salaries	-	-	-	-	27,668	29,190	1,522	5.5%
	130.000-Overtime	-	-	-	-	-	-	-	n/a
	210.000-Group Insurance	57,626	52,869	70,401	54,457	57,636	58,750	1,114	1.9%
	220.000-Social Security	19,485	15,954	19,002	18,513	19,855	20,946	1,091	5.5%
	230.000-Retirement	21,048	19,239	23,400	23,356	24,457	22,392	(2,065)	-8.4%
	290.000-Other Employee Benefits	900	302	900	968	900	900	-	0.0%
	330.000-Professional Services	12,500	16,075	12,500	-	15,200	16,200	1,000	6.6%
	430.000-R&M Vehicles and Equipment	1,000	313	1,000	60	500	500	-	0.0%
	500.000-Training, Conferences, Dues	4,000	3,227	3,500	1,254	5,000	5,000	-	0.0%
	540.000-Advertising	6,000	3,794	4,500	3,692	6,000	6,000	-	0.0%
	550.000-Printing and Binding	500	-	500	6,175	500	500	-	0.0%
	580.000-Travel	3,000	-	2,500	-	3,000	3,000	-	0.0%
	610.000-General Supplies	1,000	4,211	1,000	722	1,200	1,500	300	25.0%
	831.000-Special or New Programs	-	-	-	-	5,000	5,000	-	0.0%
	910.000-Transfer between funds (non-capital)	15,000	15,000	15,000	15,000	15,000	15,000	-	0.0%
	920.000-Transfer between funds (capital)	3,000	3,000	3,000	3,000	3,000	3,000	-	0.0%
Total Expenditure		399,757	347,230	405,589	377,239	413,063	428,851	15,788	3.8%
Net Town General Fund		(328,157)	(260,320)	(323,789)	(303,553)	(331,263)	(286,341)	44,922	-13.6%
	Notes on Major Changes:								
	1. Revision to fee schedule reflected in the FY23 budgeted revenue								

Costing Center		110-17-10 - Economic Development, Town							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Expenditure									
	120.000-Part Time Salaries	-	-	-	-	14,352	29,206	14,854	103.5%
	220.000-Social Security	-	-	-	-	1,098	2,234	1,136	103.5%
	540.000-Advertising	-	-	-	-	500	500	-	0.0%
	800.104-Chamber of Commerce	1,040	1,040	1,040	800	1,070	1,100	30	2.8%
	800.105-Greater Burlington Industrial Corporation	7,000	7,000	7,000	7,000	7,000	7,000	-	0.0%
	800.110-Economic Development Committee	1,775	500	1,775	1,200	3,000	3,000	-	0.0%
Total Expenditure		9,815	8,540	9,815	9,000	27,020	43,040	16,020	59.3%
<i>Net Town General Fund</i>		<i>(9,815)</i>	<i>(8,540)</i>	<i>(9,815)</i>	<i>(9,000)</i>	<i>(27,020)</i>	<i>(43,040)</i>	<i>(16,020)</i>	<i>59.3%</i>
	Notes on Major Changes:								
	1. Full year of economic development coordinator which started half year FY22 budget; part time								

Costing Center		110-18-10 - Health and Human Services							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Expenditure									
	330.000-Professional Services	16,258	16,016	16,827	16,256	17,205	22,224	5,019	29.2%
	500.000-Training, Conferences, Dues	-	-	100	386	100	200	100	100.0%
	530.000-Communications	-	-	780	-	780	780	-	0.0%
	800.100-Human Service Grants	148,306	171,806	153,322	155,822	159,261	165,996	6,735	4.2%
	800.106-Essex Rescue	76,300	76,300	76,300	76,300	76,300	241,046	164,746	215.9%
	800.107-Essex Jct. Cemetery Association	5,000	5,000	5,000	5,000	5,000	5,000	-	0.0%
	800.108-E.C. Historical Museum	3,000	3,000	3,500	3,500	3,600	4,000	400	11.1%
Total Expenditure		248,864	272,122	255,829	257,264	262,246	439,246	177,000	67.5%
<i>Net Town General Fund</i>		<i>(248,864)</i>	<i>(272,122)</i>	<i>(255,829)</i>	<i>(257,264)</i>	<i>(262,246)</i>	<i>(439,246)</i>	<i>(177,000)</i>	<i>67.5%</i>
Calculation for Human Services									
	Total Budget	16,599,603							
	Less: current Human Services	165,996							
	99% of total	16,433,607							
	Total	16,599,603							
	Human services	165,996							
Notes on Major Changes:									
1. Essex Rescue asked for large increase									

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Costing Center		110-20-10 - Police, Operating							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Revenues									
	020.018-Special Police Services	60,000	34,325	60,000	41,674	60,000	40,000	(20,000)	-33.3%
	020.019-VIN Verifications	-	280	-	215	200	200	-	0.0%
	040.800-OJP - Ballistic Vest Grant	-	1,623	-	2,581	-	-	-	n/a
	099.000-Use of Fund Balance	-	-	-	-	2,000	70,000	68,000	3400.0%
Total Revenues		60,000	36,228	60,000	44,470	62,200	110,200	48,000	77.2%
Expenditure									
	<i>SUMMARY-Regular Salaries</i>	<i>2,553,719</i>	<i>2,248,356</i>	<i>2,678,295</i>	<i>2,395,810</i>	<i>2,558,575</i>	<i>2,693,444</i>	<i>134,869</i>	<i>5.3%</i>
	<i>SUMMARY-Part Time Salaries</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>134,586</i>	<i>133,144</i>	<i>(1,442)</i>	<i>-1.1%</i>
	<i>SUMMARY-Overtime</i>	<i>276,375</i>	<i>214,527</i>	<i>277,440</i>	<i>206,068</i>	<i>290,679</i>	<i>300,135</i>	<i>9,456</i>	<i>3.3%</i>
	<i>SUMMARY-Group Insurance</i>	<i>776,684</i>	<i>543,365</i>	<i>808,050</i>	<i>552,886</i>	<i>763,355</i>	<i>769,007</i>	<i>5,652</i>	<i>0.7%</i>
	<i>SUMMARY-Social Security</i>	<i>216,503</i>	<i>187,678</i>	<i>227,948</i>	<i>195,235</i>	<i>237,339</i>	<i>242,369</i>	<i>5,030</i>	<i>2.1%</i>
	<i>SUMMARY-Retirement</i>	<i>253,477</i>	<i>221,467</i>	<i>263,514</i>	<i>228,459</i>	<i>285,925</i>	<i>304,798</i>	<i>18,873</i>	<i>6.6%</i>
	<i>SUMMARY-Other Employee Benefits</i>	<i>9,800</i>	<i>8,316</i>	<i>11,100</i>	<i>10,542</i>	<i>11,400</i>	<i>11,400</i>	<i>-</i>	<i>0.0%</i>
	<i>SUMMARY-Allowance for Vacancies</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>(191,857)</i>	<i>(191,857)</i>	<i>n/a</i>
	330.000-Professional Services	31,000	51,674	40,440	66,735	55,000	65,096	10,096	18.4%
	430.000-R&M Vehicles and Equipment	40,500	56,086	42,000	52,752	43,000	24,000	(19,000)	-44.2%
	432.000-R&M Technology	55,050	38,550	55,050	27,812	25,050	25,050	-	0.0%
	442.000-Rental of Vehicles or Equipment	-	4,474	5,000	4,354	5,000	5,000	-	0.0%
	500.000-Training, Conferences, Dues	23,400	23,446	23,720	31,743	25,500	27,500	2,000	7.8%
	505.000-Technology Subscription, Licenses	-	-	-	-	46,680	46,680	-	0.0%
	510.000-Permits, Licenses, Registrations	100	-	175	167	175	175	-	0.0%
	520.000-Insurance	-	-	-	-	-	231,452	231,452	n/a
	530.000-Communications	38,850	37,478	38,850	46,050	31,850	31,850	-	0.0%
	540.000-Advertising	600	295	600	6,320	600	600	-	0.0%
	550.000-Printing and Binding	2,500	2,777	2,500	1,143	2,500	2,000	(500)	-20.0%
	580.000-Travel	7,800	5,849	5,500	483	6,500	6,500	-	0.0%
	610.000-General Supplies	21,748	13,980	13,200	9,408	13,200	13,200	-	0.0%
	611.000-Small Tools and Equipment	10,252	5,487	10,252	4,368	10,252	8,000	(2,252)	-22.0%
	612.000-Uniforms	36,400	37,921	36,400	42,740	37,500	37,500	-	0.0%
	613.000-Program Supplies	-	1,961	1,500	3,504	2,000	3,000	1,000	50.0%
	735.000-Technology: Hardware, Software, Equipment	20,000	31,495	20,000	43,385	20,000	20,000	-	0.0%
	751.000-Vehicle Purchases	84,000	86,649	84,000	86,752	85,000	159,000	74,000	87.1%
	830.000-Regular Programs	5,000	1,968	5,000	2,710	5,000	5,000	-	0.0%
	910.000-Transfer between funds (non-capital)	15,800	16,680	16,200	16,200	16,200	26,200	10,000	61.7%
	920.000-Transfer between funds (capital)	-	-	-	-	10,000	15,000	5,000	50.0%
Total Expenditure		4,479,558	3,840,479	4,666,734	4,035,626	4,722,866	5,015,243	292,377	6.2%
<i>Net Town General Fund</i>		<i>(4,419,558)</i>	<i>(3,804,251)</i>	<i>(4,606,734)</i>	<i>(3,991,156)</i>	<i>(4,660,666)</i>	<i>(4,905,043)</i>	<i>(244,377)</i>	<i>5.2%</i>

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Costing Center		110-20-13 - Police, Investigations Div							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Expenditure									
	110.000-Regular Salaries	317,476	338,610	353,786	344,633	388,812	382,880	(5,932)	-1.5%
	130.000-Overtime	19,066	25,905	29,553	29,437	29,327	30,354	1,027	3.5%
	210.000-Group Insurance	114,526	99,332	118,738	101,709	104,287	107,522	3,235	3.1%
	220.000-Social Security	25,745	28,411	27,872	28,706	31,075	32,046	971	3.1%
	230.000-Retirement	28,077	33,658	33,040	34,845	37,061	39,248	2,187	5.9%
	290.000-Other Employee Benefits	1,250	1,450	1,500	1,750	1,500	1,500	-	0.0%
	199.000-Allowance for Vacancies	-	-	-	-	-	-	-	n/a
Total Expenditure		506,140	527,366	564,489	541,080	592,062	593,550	1,488	0.3%
<i>Net Town General Fund</i>		<i>(506,140)</i>	<i>(527,366)</i>	<i>(564,489)</i>	<i>(541,080)</i>	<i>(592,062)</i>	<i>(593,550)</i>	<i>(1,488)</i>	<i>0.3%</i>
Costing Center		110-20-14 - Police, Patrol							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Expenditure									
	110.000-Regular Salaries	1,528,781	1,298,818	1,570,632	1,270,737	1,462,447	1,544,785	82,338	5.6%
	120.000-Part Time Salaries	-	-	-	-	53,508	54,776	1,268	2.4%
	130.000-Overtime	194,824	144,089	193,647	130,942	214,437	216,423	1,986	0.9%
	210.000-Group Insurance	456,732	297,978	498,021	279,928	460,977	444,908	(16,069)	-3.5%
	220.000-Social Security	131,856	110,524	138,255	106,850	142,170	140,801	(1,369)	-1.0%
	230.000-Retirement	158,887	129,529	168,613	127,117	174,883	184,559	9,676	5.5%
	290.000-Other Employee Benefits	6,100	4,752	7,200	5,363	7,200	6,900	(300)	-4.2%
	199.000-Allowance for Vacancies	-	-	-	-	-	(155,588)	(155,588)	n/a
Total Expenditure		2,477,180	1,985,690	2,576,368	1,920,937	2,515,622	2,437,564	(78,058)	-3.1%
<i>Net Town General Fund</i>		<i>(2,477,180)</i>	<i>(1,985,690)</i>	<i>(2,576,368)</i>	<i>(1,920,937)</i>	<i>(2,515,622)</i>	<i>(2,437,564)</i>	<i>78,058</i>	<i>-3.1%</i>
Notes on major changes:									
1. Addition of WC, unemployment and Property/liability insurance to this costing center									
2. Three vehicle replacement year									
3. Additional funding for the CJC									
4. Introduction of contra-expenditure allowance for vacancies									

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Costing Center		110-25-10 - Fire, Town							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Revenues									
	098.000-Miscellaneous Revenue	-	11,112	-	10	-	-	-	n/a
Total Revenues		-	11,112	-	10	-	-	-	n/a
Expenditure									
	120.000-Part Time Salaries	225,000	199,895	225,000	219,874	230,841	272,441	41,600	18.0%
	210.000-Group Insurance	-	-	-	-	-	-	-	n/a
	220.000-Social Security	17,213	15,291	17,213	16,815	17,659	20,841	3,182	18.0%
	260.000-Workers Comp insurance	38,250	30,846	34,565	27,698	30,000	30,000	-	0.0%
	330.000-Professional Services	3,000	370	4,000	259	3,000	6,000	3,000	100.0%
	430.000-R&M Vehicles and Equipment	26,000	28,217	31,000	33,787	31,000	34,000	3,000	9.7%
	442.000-Rental of Vehicles or Equipment	-	1,135	-	1,100	1,200	1,200	-	0.0%
	500.000-Training, Conferences, Dues	7,000	5,194	8,600	6,116	9,500	9,500	-	0.0%
	530.000-Communications	30,000	33,857	35,000	40,250	30,000	45,000	15,000	50.0%
	610.000-General Supplies	5,329	1,230	3,500	14,709	3,500	6,000	2,500	71.4%
	611.000-Small Tools and Equipment	12,100	12,707	14,000	32,777	14,000	15,000	1,000	7.1%
	612.000-Uniforms	28,000	36,269	28,000	27,164	28,000	28,000	-	0.0%
	613.000-Program Supplies	3,000	3,491	3,500	3,487	3,500	4,000	500	14.3%
	750.000-Machinery and Equipment	5,500	14,190	6,500	5,391	6,500	6,500	-	0.0%
	920.000-Transfer between funds (capital)	175,000	175,000	180,000	180,000	195,000	205,000	10,000	5.1%
Total Expenditure		575,392	557,692	590,878	609,426	603,700	683,482	79,782	13.2%
<i>Net Town General Fund</i>		<i>(575,392)</i>	<i>(546,580)</i>	<i>(590,878)</i>	<i>(609,416)</i>	<i>(603,700)</i>	<i>(683,482)</i>	<i>(79,782)</i>	<i>13.2%</i>
	Notes on Major Changes:								
	1. 40 hours/week of daytime per diem added								

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Costing Center		110-30-12 - EPR, Parks and Facilities							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Revenues									
	020.308-Facility & Field Rental	7,000	6,100	8,000	4,505	9,000	9,000	-	0.0%
	020.309-Indian Brook Fees	33,000	43,575	35,000	46,495	50,000	70,000	20,000	40.0%
Total Revenues		40,000	49,675	43,000	51,000	59,000	79,000	20,000	33.9%
Expenditure									
	110.000-Regular Salaries	179,666	158,862	185,238	185,964	102,077	116,556	14,479	14.2%
	120.000-Part Time Salaries	-	-	-	-	90,237	56,105	(34,132)	-37.8%
	130.000-Overtime	2,355	454	2,431	462	2,481	2,316	(165)	-6.7%
	210.000-Group Insurance	42,042	33,849	43,487	35,949	44,170	46,391	2,221	5.0%
	220.000-Social Security	13,924	12,528	14,356	14,708	15,077	13,536	(1,541)	-10.2%
	230.000-Retirement	9,377	9,892	10,189	10,312	10,686	9,970	(716)	-6.7%
	290.000-Other Employee Benefits	600	-	600	-	600	540	(60)	-10.0%
	330.000-Professional Services	-	-	-	-	-	-	-	n/a
	430.000-R&M Vehicles and Equipment	10,000	8,199	11,000	9,046	11,000	11,000	-	0.0%
	431.000-R&M Buildings and Grounds	22,500	15,224	25,000	22,928	25,000	26,000	1,000	4.0%
	442.000-Rental of Vehicles or Equipment	500	815	1,500	-	350	350	-	0.0%
	500.000-Training, Conferences, Dues	550	360	700	850	550	550	-	0.0%
	530.000-Communications	2,080	2,010	2,200	2,315	2,200	2,400	200	9.1%
	540.000-Advertising	-	-	-	-	-	-	-	n/a
	570.000-Other Purchased Services	11,000	10,870	11,000	26,024	11,000	25,000	14,000	127.3%
	610.000-General Supplies	7,000	5,994	7,000	13,112	7,000	12,000	5,000	71.4%
	611.000-Small Tools and Equipment	950	350	950	294	950	1,000	50	5.3%
	612.000-Uniforms	1,500	2,327	1,700	2,230	1,700	2,000	300	17.6%
	920.000-Transfer between funds (capital)	25,000	25,000	28,000	28,000	28,000	28,000	-	0.0%
Total Expenditure		329,044	286,734	345,351	352,194	353,078	353,714	636	0.2%
<i>Net Town General Fund</i>		<i>(289,044)</i>	<i>(237,059)</i>	<i>(302,351)</i>	<i>(301,194)</i>	<i>(294,078)</i>	<i>(274,714)</i>	<i>19,364</i>	<i>-6.6%</i>
	Notes on Major Changes:								
	1. one new position - full time Parks and Maintenance Tech; will split position with Public Works, 50% included here								

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Costing Center		110-40-10 - PW, Administration							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Revenues									
	099.000-Use of Fund Balance	-	-	-	-	2,500	-	(2,500)	-100.0%
Total Revenues		-	-	-	-	2,500	-	(2,500)	-100.0%
Expenditure									
	110.000-Regular Salaries	126,984	137,304	144,950	182,440	171,581	129,151	(42,430)	-24.7%
	130.000-Overtime	2,776	-	2,873	-	2,938	3,099	161	5.5%
	210.000-Group Insurance	15,016	20,659	15,303	36,459	47,055	37,237	(9,818)	-20.9%
	220.000-Social Security	9,948	10,933	11,308	14,553	14,545	10,248	(4,297)	-29.5%
	230.000-Retirement	7,780	10,140	12,966	16,448	16,791	10,974	(5,817)	-34.6%
	290.000-Other Employee Benefits	822	455	630	180	630	540	(90)	-14.3%
	330.000-Professional Services	450	400	450	-	450	850	400	88.9%
	331.000-Landfill Monitoring	16,000	7,999	14,000	16,252	19,000	14,000	(5,000)	-26.3%
	442.000-Rental of Vehicles or Equipment	-	2,428	-	2,394	-	-	-	n/a
	500.000-Training, Conferences, Dues	4,750	555	4,750	1,000	3,750	4,090	340	9.1%
	580.000-Travel	-	-	-	-	-	200	200	n/a
Total Expenditure		184,526	190,873	207,230	269,727	276,740	210,389	(66,351)	-24.0%
<i>Net Town General Fund</i>		<i>(184,526)</i>	<i>(190,873)</i>	<i>(207,230)</i>	<i>(269,727)</i>	<i>(274,240)</i>	<i>(210,389)</i>	<i>63,851</i>	<i>-23.3%</i>
	Notes on Major Changes:								
	1. PW Director Retirement								

Costing Center		110-40-12 - PW, Highways Town							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Revenues									
	020.011-Sale of Public Works Specs	1,000	1,555	1,400	1,660	1,400	1,400	-	0.0%
	020.015-Public Works Services	-	1,340	-	-	-	-	-	n/a
	040.801-FEMA Grants	-	13,325	-	72,936	-	-	-	n/a
	042.006-State Aid to Highways	260,000	263,996	260,000	337,262	260,000	260,000	-	0.0%
Total Revenues		261,000	280,216	261,400	411,859	261,400	261,400	-	0.0%
Expenditure									
	110.000-Regular Salaries	672,659	649,039	678,580	645,326	637,360	640,527	3,167	0.5%
	120.000-Part Time Salaries	-	-	-	-	15,963	66,005	50,042	313.5%
	130.000-Overtime	90,000	38,625	95,000	27,682	103,877	79,154	(24,723)	-23.8%
	210.000-Group Insurance	234,436	183,228	241,689	181,039	209,605	216,970	7,365	3.5%
	220.000-Social Security	58,344	52,617	59,851	51,205	50,189	61,013	10,824	21.6%
	230.000-Retirement	67,362	61,568	72,462	59,719	64,016	63,399	(617)	-1.0%
	290.000-Other Employee Benefits	3,345	1,610	3,345	1,890	3,045	3,435	390	12.8%
	330.000-Professional Services	12,000	5,640	11,000	3,261	9,000	19,000	10,000	111.1%
	422.000-Snow Removal	24,000	28,296	29,000	26,341	31,500	35,950	4,450	14.1%
	430.000-R&M Vehicles and Equipment	37,000	51,731	37,000	51,992	39,000	47,000	8,000	20.5%
	430.001-R&M Vehicles Supplies	60,800	65,531	60,800	80,657	61,000	67,000	6,000	9.8%
	442.000-Rental of Vehicles or Equipment	15,100	14,348	14,600	22,548	15,500	15,800	300	1.9%
	451.000-Summer Construction Services	310,940	443,306	310,940	417,178	349,800	319,400	(30,400)	-8.7%
	500.000-Training, Conferences, Dues	8,000	2,737	8,000	2,634	5,000	7,000	2,000	40.0%
	521.000-Insurance Deductibles	-	7,009	-	3,278	-	7,800	7,800	n/a
	530.000-Communications	14,240	16,603	11,500	12,888	18,840	13,740	(5,100)	-27.1%
	540.000-Advertising	2,100	2,008	2,100	2,860	1,800	1,800	-	0.0%
	570.000-Other Purchased Services	4,400	10,893	4,400	9,321	6,225	6,050	(175)	-2.8%
	571.000-Streetscape Maintenance	17,450	13,516	18,200	10,328	17,950	20,550	2,600	14.5%
	572.000-Traffic Control	35,900	40,397	37,500	65,774	44,250	41,770	(2,480)	-5.6%
	573.000-Sidewalk and Curb Maintenance	28,000	12,279	28,000	26,053	27,000	45,000	18,000	66.7%
	574.000-Bridges	500	-	500	-	500	500	-	0.0%
	575.000-Storm Sewer Maintenance	132,000	130,823	134,500	195,792	136,500	195,000	58,500	42.9%
	580.000-Travel	1,500	1,706	3,000	2,260	3,000	1,200	(1,800)	-60.0%
	600.000-Salt, Sand and Gravel	214,800	205,100	228,400	166,937	227,000	231,500	4,500	2.0%
	605.000-Summer Construction Supplies	64,000	61,604	65,780	50,344	73,280	76,500	3,220	4.4%
	610.000-General Supplies	8,900	5,254	8,900	8,542	8,900	9,200	300	3.4%

Costing Center		110-40-12 - PW, Highways Town							
	612.000-Uniforms	11,000	10,507	11,500	8,765	12,415	12,275	(140)	-1.1%
	622.200-Streetlight Electricity	98,000	102,964	96,000	104,978	98,000	105,000	7,000	7.1%
	750.000-Machinery and Equipment	6,000	5,170	6,000	96,600	9,000	7,500	(1,500)	-16.7%
	900.000-Transfer between Town/Village	1,149,130	1,149,130	1,191,960	1,191,960	1,392,627	1,465,044	72,417	5.2%
	920.000-Transfer between funds (capital)	180,000	199,353	190,000	190,000	190,000	200,000	10,000	5.3%
Total Expenditure		3,561,906	3,572,592	3,660,507	3,718,152	3,862,142	4,082,082	219,940	5.7%
<i>Net Town General Fund</i>		<i>(3,300,906)</i>	<i>(3,292,376)</i>	<i>(3,399,107)</i>	<i>(3,306,293)</i>	<i>(3,600,742)</i>	<i>(3,820,682)</i>	<i>(219,940)</i>	<i>6.1%</i>
	Notes on Major Changes:								
	1. Planned increase in transfer to capital								

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

Costing Center		110-41-17 - Buildings - Memorial Hall							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Expenditure									
	400.000-Contracted Services	-	617	-	3,135	-	3,200	3,200	n/a
	410.000-Water and Sewer Charges	1,200	670	600	184	600	500	(100)	-16.7%
	431.000-R&M Buildings and Grounds	2,000	9,029	4,000	3,198	14,000	3,000	(11,000)	-78.6%
	530.000-Communications	-	564	400	625	200	600	400	200.0%
	610.000-General Supplies	-	-	250	33	-	-	-	n/a
	621.000-Natural Gas/Heating	3,200	2,257	3,200	2,267	2,000	2,000	-	0.0%
	622.000-Electricity	2,500	1,955	2,300	1,747	2,000	2,000	-	0.0%
Total Expenditure		8,900	15,092	10,750	11,191	18,800	11,300	(7,500)	-39.9%
<i>Net Town General Fund</i>		<i>(8,900)</i>	<i>(15,092)</i>	<i>(10,750)</i>	<i>(11,191)</i>	<i>(18,800)</i>	<i>(11,300)</i>	<i>7,500</i>	<i>-39.9%</i>
Costing Center		110-41-18 - Buildings - Powell Museum							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Expenditure									
	400.000-Contracted Services	-	250	-	500	300	500	200	66.7%
	410.000-Water and Sewer Charges	200	194	400	176	175	200	25	14.3%
	431.000-R&M Buildings and Grounds	2,500	7,599	5,000	2,530	4,000	2,000	(2,000)	-50.0%
	530.000-Communications	-	184	200	219	150	300	150	100.0%
	610.000-General Supplies	-	-	250	-	-	-	-	n/a
	621.000-Natural Gas/Heating	1,400	986	1,400	1,008	900	1,000	100	11.1%
	622.000-Electricity	900	1,339	1,250	1,035	1,000	1,000	-	0.0%
	755.000-Furniture and Fixtures	-	-	200	-	-	-	-	n/a
Total Expenditure		5,000	10,552	8,700	5,468	6,525	5,000	(1,525)	-23.4%
<i>Net Town General Fund</i>		<i>(5,000)</i>	<i>(10,552)</i>	<i>(8,700)</i>	<i>(5,468)</i>	<i>(6,525)</i>	<i>(5,000)</i>	<i>1,525</i>	<i>-23.4%</i>
Costing Center		110-41-24 - Buildings - Tree Farm							
		2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2023 Budget	\$ Change	% Change
Expenditure									
	400.000-Contracted Services	-	299	-	299	300	300	-	0.0%
	431.000-R&M Buildings and Grounds	-	-	-	-	-	-	-	n/a
	622.000-Electricity	600	644	1,800	580	600	600	-	0.0%
Total Expenditure		600	943	1,800	879	900	900	-	0.0%
<i>Net Town General Fund</i>		<i>(600)</i>	<i>(943)</i>	<i>(1,800)</i>	<i>(879)</i>	<i>(900)</i>	<i>(900)</i>	<i>-</i>	<i>0.0%</i>

[illegible]

Memorandum

TO: Evan Teich, Manager and the Selectboard

FROM: Dennis Lutz, PE, Public Works Director

Sarah Macy, Finance Director (ending Dec 2021)

Courtney Bushey, Acting Finance Director

DATE: December 9, 2021

SUBJECT: Proposed Capital Plan for FY23-FY27 and Schedule for Adoption

ISSUE: The issue is whether or not the Selectboard will approve the FY23-FY27 Capital Plan, schedule the public hearing and adoption date as proposed by staff., and initiate discussion on future funding for Capital Projects

DISCUSSION: Staff provided the Selectboard with a document dated Nov 19, 2021, titled "Status of Current Capital Projects" on December 6, 2021, which covered the current projects funded through the end of FY22.

Documentation covering the proposed FY23-FY27 Capital Plan is provided with this memorandum and includes:

- 1). Proposed FY23 Capital Plan Spreadsheet
- 2). Funding schedule of income from the "2-cents" Capital charge
- 3). Capital Fund Financials as of June 30, 2021
- 4). Status of Current Capital Projects as of November 19, 2021
- 5). Capital Projects Definitions
- 6). Project Summary Sheets

Staff recommends that four projects in FY23 be funded out of the Undesignated Capital Reserve. The four projects are the Fort Water Tower, the Library Deferred Maintenance, additional funding for PW Equipment Replacement and improvements to the radio infrastructure.

- 1) The Fort Water Tower roof, trim and upper window frames need to be preserved before the damage to the structure is irreversible. With the one-time availability of additional, undesignated funds, it is time to do the repairs on the structure that have been delayed.
- 2) The front brickwork on the library has deteriorated to the point where it needs to be repaired. The brickwork and mortar are failing on sections of the front side of the structure.
- 3) The Public Works Equipment Replacement Fund is not sufficiently funded to create a neutral or positive financial outcome and funds are needed to correct this deficiency.

4) The radio infrastructure needs to be updated to maintain effective communications with fire, police, rescue, and public works.

Needed long-term building projects have been added to the Capital Plan. They are not funded to any significant degree in the proposed FY23-FY27 Capital Plan but are identified in the Plan as current needs. Discussion needs to occur regarding these projects. In addition, the cost for future required stormwater projects to meet permit requirements has been estimated.

FUNDING of the CAPITAL PLAN:

Funding of the Town Capital Plan at the current level will not meet the needs that have been identified in the plan. While there are many sources of current Capital Project funding including but not limited to transfers from Operating Fund accounts, use of undesignated funds, grants, project impact fees and the two-cents Capital Tax, these funding sources are not and will not be sufficient to meet the needs of the community. This is an accurate statement whether separation occurs. The two critical drivers are future stormwater costs and building repair/replacement costs.

STORMWATER: Staff is currently working with a consultant to better estimate the costs of meeting the Phosphorus reduction targets required in the Towns MS4 NPDES Permit. Preliminary estimates indicate a total cost over the next 17 years. Even under the assumption that some grant funds will be available, the estimated yearly cost over the 17-year period is \$300,000 per year. This is double the amount now being obtained through the two-cent tax. Other items currently using the two -cents tax such as major roadway work, IT system upgrades, matching path money for future grants and a host of other needs cannot be unfunded at the expense of stormwater. More funds are needed.

BUILDINGS: The Town has many buildings that are old and in need of repair/replacement and buildings that need to be constructed to meet today's needs and not those of 50 years ago . Within the Capital Plan are the following identified building needs:

- 1) A two- bay addition to the highway garage to hold the water/sewer department equipment and staff...\$500,000.
- 2) Conversion of the old water-sewer building to a consolidated Public Works Administration Facility ...\$500,000
- 3) A new salt shed to replace the current shed that is too small and falling apart... \$500,000
- 4) A new Fire Station.... \$5.4 Million
- 5) New Parks and Recreation facilities to include offices, indoor activity space and anew pool complex... 7.8 million (total with phasing possible)

While all these building projects are needed, it is unrealistic to expect that all will be built at one time. However. the total cost is close to \$15 Million. If bonded today at 4% interest, the

annual debt repayment is \$867,000 per year. The need is there but the current funding level from all funding sources cannot support this need.

The purpose of bringing this issue to the attention of the Selectboard is to demonstrate that the current two-cents tax and other sources of capital funding are not sufficient to meet current and future needs. It is time to discuss how to fill this gap in funding.

RECOMMENDATION: It is recommended that the proposed FY23-FY27 Capital Plan be reviewed by the Selectboard, with a Public Hearing and adoption of the Plan to take place as proposed per the following schedule:

- 1). December 20, 2021 – Staff presentation of the proposed FY23-FY27 Capital Plan to the Selectboard
- 2). January 3, 2022 – Selectboard review and discussion of the FY23-FY27 Capital Plan.
- 3). January 18, 2022 – Selectboard hold a Public Hearing on the Plan at 6:35 pm.
- 4) January 18, 2022 – Selectboard adopt the FY23-FY27 Capital Plan with any changes

	FY 22	FY 23								
CATEGORY	FY22 BALANCE (6/30/22 estimated)	FY23 Additions (CAPITAL TAX, budgeted)	FY23 Additions (Operating or Capital Equip Transfer, budgeted)	FY23 Additions (Grants / Developer Funds, budgeted)	FY23 Additions (Debt Proceeds, budgeted)	FY23 Additions (Transfer between projects, budgeted)	FY23 Additions (TOTAL NON- CAPITAL, budgeted)	FY23 ADDITIONS TOTAL, budgeted	ESTIMATED SPEND FY23	FY23 BALANCE (6/30/23 estimated)
<i>Buildings</i>	\$ 145,791	\$ 62,000	\$ 85,000	\$ -	\$ -	\$ 80,000	\$ 165,000	\$ 227,000	\$ 224,000	\$ 148,791
<i>Highways</i>	\$ 457,371	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ 245,000	\$ 372,371
<i>Equipment</i>	\$ 313,907	\$ 60,000	\$ 455,000	\$ 175,000	\$ -	\$ 135,252	\$ 765,252	\$ 825,252	\$ 483,761	\$ 655,398
<i>Park Facilities</i>	\$ 649,607	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 82,000	\$ 567,607
<i>Paths/Walks/Trails</i>	\$ 117,912	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 55,000	\$ 122,912
<i>Stormwater</i>	\$ 554,138	\$ 150,000	\$ -	\$ 1,569,476	\$ -	\$ -	\$ 1,569,476	\$ 1,719,476	\$ 1,708,535	\$ 565,079
<i>Information Management</i>	\$ (3,476)	\$ 31,000	\$ 4,000	\$ -	\$ -	\$ -	\$ 4,000	\$ 35,000	\$ 30,000	\$ 1,524
<i>Natural Resources Management</i>	\$ 38,420	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ 38,420
<i>Undesignated</i>	\$ 841,572	\$ -	\$ -	\$ -	\$ -	\$ (215,252)	\$ (215,252)	\$ (215,252)	\$ -	\$ 626,320
SUBTOTAL - GOVERNMENTAL ACTIVITIES	\$ 3,115,240	\$ 535,000	\$ 544,000	\$ 1,744,476	\$ -	\$ -	\$ 2,288,476	\$ 2,823,476	\$ 2,840,296	\$ 3,098,420

			FY 22	FY 23								
PROJECT NAME	PROJECT DESCRIPTION	TOTAL PROJECT COST	FY22 BALANCE (6/30/22 estimated)	FY23 Additions (CAPITAL TAX, budgeted)	FY23 Additions (Operating or Capital Equip Transfer, budgeted)	FY23 Additions (Grants / Developer Funds, budgeted)	FY23 Additions (Debt Proceeds, budgeted)	FY23 Additions (Transfer between projects, budgeted)	FY23 Additions (TOTAL NON-CAPITAL, budgeted)	FY23 ADDITIONS TOTAL, budgeted	ESTIMATED SPEND FY23	FY23 BALANCE (6/30/23 estimated)
Highway Garage Area Improvements	The major upgrade to the facility is a two-bay highway garage expansion. Funds should continue being set aside for future expansion of the garage or other site improvements. This expansion project could be for FY2023 - FY2024. By doing the expansion on the Public Works main garage, it will become the new home for the water/sewer maintenance personnel and equipment. This expansion begins the domino effect on the Public Works campus. By doing the garage expansion, the current water/sewer maintenance garage can be converted into a central, single Public Works Administration office building.	\$ 415,615	\$ 15,263	\$ -					\$ -	\$ -		\$ 15,263
Library deferred maintenance & expansion	Repair to front brickwork - need is very high (\$35k); installation of security systems (\$1,500); bathroom hand dryers (\$3k); floor covering on main floor (\$15k). The priority is brick work.	\$ 117,000	\$ -	\$ -				\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ -
Memorial Hall	Long term project is to add 1200 sq ft structure to the rear of the building for program space, restrooms and storage ~\$380k. Short term projects include HVAC work \$25k, address safety of front entrance \$8k. We are seeking capital funds from the 2 cents taxes of \$2000.00 to bring this account from the negative deficit to the positive side. Until separation is finalized, there is no need to spend any money on this building at this time. We are monitoring the floor at the inner wall (wall between the Lobby and the main meeting room) to verify that the wall is not sagging.	\$ 377,000	\$ -	\$ 2,000					\$ -	\$ 2,000	\$ 2,000	\$ -
Energy-saving projects	This fund helps to fund any energy projects that come up either from the Energy Committee or from the Facility Manager. Fund helps us to replace lights with LED lighting, or to replace old mechanical equipment with more modern energy efficient equipment. This is a revolving fund from year to year.	\$ 32,121	\$ 9,300	\$ -					\$ -	\$ -		\$ 9,300
Historic Water Tower	Structural analysis as done in FY10 revealing structural support problems with the Tower stairs and a long-term need for increased maintenance. Problems with the roof were revealed in an FY17 study. SLB has placed this project on hold but continues to set funding aside annually. Community historic committee is also fund raising. For FY23 the end goal is within sight and this budget has capital tax funds sufficient to allow the historical society to take action.	\$ 229,000	\$ 74,168	\$ -				\$ 45,000	\$ 45,000	\$ 45,000		\$ 119,168
Tree Farm Improvements	The existing buildings at the Tree Farm are in various stages of disrepair. Other than the large garage/storage building used for storage of records and equipment, there is no defined plan to utilize the site or the buildings. It is recommended that a committee be formed to determine uses for the site before more funds are expended to repair or demolish existing buildings or build new ones. The residential house needs to be completely redone with extensive interior work and a new roof, new water and sewer systems est. at \$250K. The large storage buildings need a new roof and paint. FY23 - Roof	\$ 185,000	\$ 27,791	\$ -					\$ -	\$ -	\$ 27,000	\$ 791
Clerk Records Preservation	Restore permanent records stored in the old vault at 2 Lincoln; some records preservation funds are available to support the project. Will start to do the work in phases ideally over three years.	\$ 233,070	\$ -	\$ -	\$ 85,000				\$ 85,000	\$ 85,000	\$ 85,000	\$ -
Essex Police Station	Issues with the heating/ventilation in the building have caused ongoing humidity and condensation problems. FY23 - Finish the ventilation on the remaining 21 windows and replace thermostats in the building.		\$ -	\$ 50,000					\$ -	\$ 50,000	\$ 50,000	\$ -

			FY 22	FY 23								
PROJECT NAME	PROJECT DESCRIPTION	TOTAL PROJECT COST	FY22 BALANCE (6/30/22 estimated)	FY23 Additions (CAPITAL TAX, budgeted)	FY23 Additions (Operating or Capital Equip Transfer, budgeted)	FY23 Additions (Grants / Developer Funds, budgeted)	FY23 Additions (Debt Proceeds, budgeted)	FY23 Additions (Transfer between projects, budgeted)	FY23 Additions (TOTAL NON-CAPITAL, budgeted)	FY23 ADDITIONS TOTAL, budgeted	ESTIMATED SPEND FY23	FY23 BALANCE (6/30/23 estimated)
Building Facilities Needs	Analysis for Public Works, Parks and Rec, and Fire. At this point it is proposed that the contract be cancelled and reevalauted in light of separation intitatives.	\$ 40,000	\$ 1,483	\$ -					\$ -	\$ -		\$ 1,483
Fire Department Building	This building is identified under the Buildings/Facilities Needs Study project. Building is too small. Programming of and for a new building requires more office space, staff quarters, and for the future needs of a limited staffed facility. Building needs a bigger foot print for the apparatus that would serve the Town of Essex and mutual aid to other communities. Building that would be built is programmed out as a 50 year investment. Starting in FY23-FY24 with a study and design portion of this project.	\$ -	\$ 17,785	\$ 10,000					\$ -	\$ 10,000	\$ 25,000	\$ 2,785
New Salt Shed	The current salt shed for the Town Public Works has started to produce some cracks in the concrete lower walls. It has been observed that the lower concrete walls have produced some cracks in them. With salt being stored there, and now cracks starting the salt will start to make those cracks get bigger over time. Also we are seeing that the cost of salt is less expensive to buy in bulk in the summertime. But given that the existing slat shed is of a certain size, we can only buy, and store so much.	\$ 750,000	\$ -	\$ -							\$ -	\$ -
New Sand Hill Park Main Office Bldg & Support Bldgs	This project is to bring the identity of the Sand Hill Park to the level that Maple Street Park has become. If there needs to be 2 separate pools, and offices, and Sand Hill Park is the place to do that. With the evacuation of the EPR staff from Maple Street Park office building, the EPR staff has inadequate staff office facilities and indoor recreation space. They have temporally moved back into 81 Main Street, but their main focus should be at Sand Hill Park. There are 3 phases to this project. First phase would be to create the main office building (5 offices and conference room) with a small (~2000 square foot) program space area. Second phase would be to create a gym building addition. Third phase would be to create a new enclosed pool and kiddy pool area, for year round swimming and pool time. Along with the third phase, the existing pool building and pool would be demolished and made way for a new parking lot.	\$ -	\$ -	\$ -								\$ -
SUBTOTAL BUILDINGS		\$ 2,378,806	\$ 145,790	\$ 62,000	\$ 85,000	\$ -	\$ -	\$ 80,000	\$ 165,000	\$ 227,000	\$ 224,000	\$ 148,790

			FY 22	FY 23								
PROJECT NAME	PROJECT DESCRIPTION	TOTAL PROJECT COST	FY22 BALANCE (6/30/22 estimated)	FY23 Additions (CAPITAL TAX, budgeted)	FY23 Additions (Operating or Capital Equip Transfer, budgeted)	FY23 Additions (Grants / Developer Funds, budgeted)	FY23 Additions (Debt Proceeds, budgeted)	FY23 Additions (Transfer between projects, budgeted)	FY23 Additions (TOTAL NON-CAPITAL, budgeted)	FY23 ADDITIONS TOTAL, budgeted	ESTIMATED SPEND FY23	FY23 BALANCE (6/30/23 estimated)
Road Reconstruction	Reconstruction of priority paved roads and intersections, a multi-year reconcstruction program to restore existing priority paved streets to an acceptable level and improve intersections. Reference the 2014 Highway Trasnportation Management Plan and the 2019 Road Analysis by CCRPC. FY23 will request the maximum amount for a Class II Paving Grant for Susie Wilson and possibly Kellogg Road.	\$ 1,439,940	\$ 182,663	\$ 150,000					\$ -	\$ 150,000	\$ 225,000	\$ 107,663
Gravel Roads Improvements	Gravel Road Improvements, 23 miles of Town gravel roads. Provide specific improvements to sections of gravel roads as outlined in the 2014 Town Highway Transportation Management Plan. Improvements will be made to satisfy the newest MS4 stormwater permit requirements.	\$ 237,000	\$ 44,931	\$ 10,000					\$ -	\$ 10,000	\$ 20,000	\$ 34,931
DESIGNATED FUNDS - VT15/Allen Martin Drive	Intersection layout changes to provide for improved turning movements; future improvements inclue turn lanes and a traffic signal. FY21 minor improvements planned. Funding source is developer fees	\$ 1,500,000	\$ -	\$ -					\$ -	\$ -		\$ -
DESIGNATED FUNDS - West Sleepy Hollow Rd - Paving	As development occurs along this Class 4 roadway, impact fees are paid toward paving. The account was completely spend plus a small amount from Town fund to payve a portion of the road. No more paving planned until sufficient additional impact fees are collected.		\$ 67,087	\$ -					\$ -	\$ -		\$ 67,087
DESIGNATED FUNDS - West Sleepy Hollow Rd - Gravel	Developments on this road are required to pay an impact fee to cover some of the improvement costs for the added traffic on the gravel portion of the road.		\$ 9,385	\$ -					\$ -	\$ -		\$ 9,385
DESIGNATED FUNDS - Susie Willson Corridor	Funded through developer traffic impact fees to mitigate impacts to traffic in this area. Add radar controls on two signals, new controller and other improvements at the intersections of SW, Pinecrest and Joshua Way		\$ 2,737	\$ -					\$ -	\$ -		\$ 2,737
DESIGNATED FUNDS - Town Center Traffic Improvements	Developer traffic impact fees to mitigate impacts to traffic in this area. Phase I of improvements to the signals were completed in FY19, additional work planned for FY21 and beyond		\$ 89,207	\$ -					\$ -	\$ -		\$ 89,207
DESIGNATED FUNDS - Town Center Common	Developer fees designated for a green in the Town Center		\$ 52,861	\$ -					\$ -	\$ -		\$ 52,861
DESIGNATED FUNDS - Woodlands II Stub Road	Developer funds from Woodlands II for potential future road connecting Woodlands II to Pinewood. Construction talks have been tabled, some funding used to build a path between the two. Balance to stay here at this time.		\$ 8,500	\$ -					\$ -	\$ -		\$ 8,500
SUBTOTAL HIGHWAYS		\$ 3,176,940	\$ 457,372	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ 245,000	\$ 372,372
Highway Equipment, Vehicles	A 12 year capital plan to replace major heavy equipment and vehicles (cost in excess of \$50k); combination of capital funds, operating transfers, and leasing will be used to fund the replacement schedule	\$ 2,796,437	\$ (115,978)	\$ 30,000	\$ 200,000			\$ 35,252	\$ 235,252	\$ 265,252	\$ 166,490	\$ (17,216)
Fire Department, Vehicles	Long term major heavy equipment replacement plan (cost in excess of \$50k); updated schedule included. Gradually increase operating transfer to a level of \$175k to support replacement schedule. E1, T1 and E2 were all recently replaced using lease financing. Combintation of annual lease payments is approx. \$176,000	\$ 1,897,586	\$ 224,993	\$ -	\$ 175,000	\$ 175,000			\$ 350,000	\$ 350,000	\$ 210,016	\$ 364,977
Fire Dept, Equipment	Designated for minor equipment purchased by the fire department		\$ 80,777	\$ -	\$ 30,000				\$ 30,000	\$ 30,000		\$ 110,777
Police Dept, Equipment	Equipment out of warranty end of 2019 at the Brigham Hill Radio Tower; Six radios to be replaced at \$15,000 each over 2021-2026		\$ 10,783	\$ 30,000	\$ 15,000			\$ 100,000	\$ 115,000	\$ 145,000	\$ 100,000	\$ 55,783
Capital Park Equipment, Vehicles	Funded through operating transfers for the replacement of vehicles and other parks equipment (e.g. lawn mowers). FY23 planned spending of \$7,255 to replace the 2007 leaf vacuum	\$ 127,870	\$ 26,458	\$ -	\$ 28,000				\$ 28,000	\$ 28,000	\$ 7,255	\$ 47,203

			FY 22	FY 23								
PROJECT NAME	PROJECT DESCRIPTION	TOTAL PROJECT COST	FY22 BALANCE (6/30/22 estimated)	FY23 Additions (CAPITAL TAX, budgeted)	FY23 Additions (Operating or Capital Equip Transfer, budgeted)	FY23 Additions (Grants / Developer Funds, budgeted)	FY23 Additions (Debt Proceeds, budgeted)	FY23 Additions (Transfer between projects, budgeted)	FY23 Additions (TOTAL NON-CAPITAL, budgeted)	FY23 ADDITIONS TOTAL, budgeted	ESTIMATED SPEND FY23	FY23 BALANCE (6/30/23 estimated)
Senior Vans	Through a partnership with Green Mountain Transit, the Town leases two vans for the senior van program. This is a discounted lease/grant program where the Town pays 10% of the purchase price in additional to registration and upkeep of the vans. Each year, \$4k is transferred from the operating budget to fund this ongoing program. Vans are replaced approx. every 7 years		\$ 67,061	\$ -	\$ 4,000				\$ 4,000	\$ 4,000		\$ 71,061
Administrative Pool Vehicle Replacement	FY19 leased a Rav4 and those payments come from this fund as well as accumulation of funds for future replacement. In FY23 this two car fleet is being reduced to one car, the transfer from operating has gone from \$6k/year to \$3k/year.	\$ 22,000	\$ 19,814	\$ -	\$ 3,000				\$ 3,000	\$ 3,000		\$ 22,814
SUBTOTAL EQUIPMENT		\$ 4,843,893	\$ 313,907	\$ 60,000	\$ 455,000	\$ 175,000	\$ -	\$ 135,252	\$ 765,252	\$ 825,252	\$ 483,761	\$ 655,398
Park Asset Replacement Plan	Scheduled replacement of park assets. FY23 planned spending is \$67k which includes \$52k for playground equipment at Foster Road Park; \$10k for trail repairs and updates at Indian Brook; and \$5k for drainage improvements at Pinewood Park.	\$ 263,729	\$ 195,327						\$ -	\$ -	\$ 52,000	\$ 143,327
Milfoil Mitigation at Indian Brook	Implementation of Integrated Management Plan for Milfoil	TBD	\$ 94,303	\$ -					\$ -	\$ -		\$ 94,303
Indian Brook Dam Repairs	Repairs were made to Indian Brook Dam in 2004 at a cost of \$149,000 for the repairs and \$32,000 for the engineering services. Based on the current condition of the dam, repairs will be necessary again in 10-15 years. One of the latches on the dam is inoperable, department is working with the Dam Safey Dept and the State of VT on future grant opportunities for dam safety.	\$ 205,000	\$ 131,416						\$ -	\$ -		\$ 131,416
Indian Brook	Funds designated for projects at Indian Brook, could be used as part of the Dam projects or other Indian Brook projects		\$ 31,099						\$ -	\$ -		\$ 31,099
Firearms Signage	Signage for parks regarding firearms usage; Expenses incurrend in FY22		\$ 5,000						\$ -	\$ -		\$ 5,000
Rec Impact Fees	Developer impact fees collected; Study to update and revise the impact fee study and deveop a policy for use.		\$ 182,385						\$ -	\$ -	\$ 30,000	\$ 152,385
Cemetery Columbarium	Provide funds for the columbarium at the Mountain View Cemetery off Meretery Road		\$ 3,033						\$ -	\$ -		\$ 3,033
DESIGNATED FUNDS - Woodlands Park/Path			\$ 7,043						\$ -	\$ -		\$ 7,043
SUBTOTAL PARK FACILITIES		\$ 468,729	\$ 649,607	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 82,000	\$ 567,607
VT RT 15 from Circ to Mini-Golf Course (also called Route 15/McDonals)	Scoping and concept design of path on VT15 from McDonalds to the Circ Highway. Estimated cost is \$10k. The project should be constructed concurrent with the Athens Drive to Circ proposed path.	\$ 22,800	\$ 3,000						\$ -	\$ -		\$ 3,000
VT15 from Athens Dr to the Circ	Scoping study completed in FY19 which investigated alternatives for non-motorized travel between the two end points. Mostly in the Town, partially in the Village. Est cost is \$1.37M for an 8 foot paved bike path. Looking for grant funds, timeline 5-7 years	\$ 63,125	\$ -					\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
VT15 from the East Gate of Fort Ethan Allen to West Street	Scoping study completed in FY19 which investigated alternatives for non-motorized travel between the two end points. Mostly in the Town, partially in the Village. Est cost is \$2.26. Looking for grant funds, timeline 5-7 years	\$ 36,000	\$ -						\$ -	\$ -		\$ -
ADA Compliance	Provide ADA access ramps at locations in the Town without these ramps; an ADA study was completed in 2019 identifying areas of need in the Town. Approximately 30 new ramps completed in FY22, depleting this account and requiring added funds from the general path account. Program \$20,000 form the Capital 2 cents tax.		\$ 5,000	\$ 20,000					\$ -	\$ 20,000	\$ 25,000	\$ -

			FY 22	FY 23								
PROJECT NAME	PROJECT DESCRIPTION	TOTAL PROJECT COST	FY22 BALANCE (6/30/22 estimated)	FY23 Additions (CAPITAL TAX, budgeted)	FY23 Additions (Operating or Capital Equip Transfer, budgeted)	FY23 Additions (Grants / Developer Funds, budgeted)	FY23 Additions (Debt Proceeds, budgeted)	FY23 Additions (Transfer between projects, budgeted)	FY23 Additions (TOTAL NON-CAPITAL, budgeted)	FY23 ADDITIONS TOTAL, budgeted	ESTIMATED SPEND FY23	FY23 BALANCE (6/30/23 estimated)
General Paths, Walks and Trails	This account is the general path capital account where funds are accumulated for funding of specific path projects identified elsewhere in the capital path category. As specific projects develop into potential design or construction, funds are needed to support this effort. Program \$40,000 from the Capital two cents tax very year for the next five years so funds are available to match grants.	TBD	\$ 97,912	\$ 40,000				\$ (30,000)	\$ (30,000)	\$ 10,000		\$ 107,912
DESIGNATED FUNDS - Saxon Hill Master Plan and/or Trails	Funds from developer assessment for this purpose	TBD	\$ 12,000						\$ -	\$ -		\$ 12,000
SW Road to Pearl St. Park	A bike path was envisioned to go from SW Road near Rite Aid to Pearl Street Park. Preliminary Plans were developed but the Agency of Natrual Resources was concerned over the proximity of the path to a major wetland. Some study funds were allocated but no further work has been done to locate an alternative routes.	TBD	\$ -						\$ -	\$ -		\$ -
SUBTOTAL PATHS/WALKS/TRAILS		\$ 121,925	\$ 117,912	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 55,000	\$ 122,912
Stormwater construction projects	Construction of stormwater treatment facilities at various locations within the impaired waterways - Sunderland Brook and Indian Brook. The facilities are site specific and the priority of construction will be based on permit treatment level requirements established by the State. Also, development of a program to meet new NPDES Phase 2 permit requirements.	\$ 846,882	\$ 550,874	\$ 150,000				\$ (135,795)	\$ (135,795)	\$ 14,205		\$ 565,079
LDS Storm Pond Conversion	80/20 Grant; in design now; At the LDS Church property off Essex Way. Construction of an underground stormwater treatment facility to meet phase 2 permit requirements. Project to be built in FY23 with a total cost of \$1.9M and existing grants covering \$1.28M	\$ 1,346,185	\$ 3,264			\$ 1,280,468		\$ 47,668	\$ 1,328,136	\$ 1,328,136	\$ 1,331,400	\$ -
Town TAP Cul-de-sacs	80/20 Grant; town/village co-applicants, town paying the 20% match, assume the remaining 80% is split between the two. Two locations in Town and one location in Village. Reconstruction of three existing cul-de-sacs for stormwater treatment to meet the flow restoration planned phosphorous removal required by the phase 2 permit.	\$ 338,925	\$ -			\$ 212,608		\$ 53,152	\$ 265,760	\$ 265,760	\$ 265,760	\$ -
Town Grants in Aid 2021	A grant through the CCRPC to improve gravel roads to reduce the impact of phosphorous on Lake Champlain. The work is needed to meet the Planned Phosphorous removal required by NPDES Phase 2 Storm water permit. The estimated total project cost is \$37.500 of which the grant is \$31,250 and the local share at is \$6,250		\$ -						\$ -	\$ -		\$ -
CCRPC UPWP Planning Grant	Drainage improvements for Tanglewood Drive; 80/20 - reduce erosion in Fern Hollow	\$ 36,086	\$ -						\$ -	\$ -		\$ -
2020 UPWP Storm Line Inspection	80/20 CCRPC Grant; throughout the Town in areas with old metal storm pipes. Investigate the condition of old corrugated metal storm pipes by televising lines. The estimated project cost was \$50k with a \$40k grant from CCRPC	\$ 120,000	\$ -						\$ -	\$ -		\$ -
2020 UPWP Storm Line Inspection Village	80/20 CCRPC Grant - Town Paying Match Only. Since this is just a study we are going to book it 100% through the Town because there will be no capital asset. A grant to investigate the condition of old corrugated metal storm pipes in the Village.	\$ 24,000	\$ -						\$ -	\$ -		\$ -

			FY 22	FY 23								
PROJECT NAME	PROJECT DESCRIPTION	TOTAL PROJECT COST	FY22 BALANCE (6/30/22 estimated)	FY23 Additions (CAPITAL TAX, budgeted)	FY23 Additions (Operating or Capital Equip Transfer, budgeted)	FY23 Additions (Grants / Developer Funds, budgeted)	FY23 Additions (Debt Proceeds, budgeted)	FY23 Additions (Transfer between projects, budgeted)	FY23 Additions (TOTAL NON-CAPITAL, budgeted)	FY23 ADDITIONS TOTAL, budgeted	ESTIMATED SPEND FY23	FY23 BALANCE (6/30/23 estimated)
2022 UPWP Village Storm Line Inspection Phase 2	80/20 CCRPC Grant; throughout the Village in areas with old metal storm pipes. Investigate the condition of old corrugated metal storm pipes. by televising lines. This is Phase 2 of the televising project and is expected to start in early spring of 2022.	\$ 50,000	\$ -					\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
Village Better Roads 2022 Grant	This project is located on Rosewood Lane and the work includes upgrading an old deteriorated storm pipe and stabilizing an eroded outfall with stone. This project is a permit requirement. Work is expected to take place in spring 2022.		\$ -					\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ -
Village Grants in Aid 2022 Grant	Grant through Vtrans for drainage improvements on hydrologically connected road segments and outfalls (80/20) to help reduce phosphorus from Lake Champlain.		\$ -					\$ 1,125	\$ 1,125	\$ 1,125	\$ 1,125	\$ -
2022 UPWP Storm Line Inspection Phase 2	80/20 CCRPC Grant; throughout the Town in areas with old metal storm pipes. Investigate the condition of old corrugated metal storm pipes. by televising lines.	\$ 50,000	\$ -			\$ 40,000		\$ 10,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
Town Grants in Aid 2022	Grant through Vtrans for drainage improvements on gravel roads (80/20) to help reduce phosphorus from Lake Champlain.	\$ 45,000	\$ -			\$ 36,400		\$ 9,100	\$ 45,500	\$ 45,500	\$ 45,500	\$ -
SUBTOTAL STORMWATER		\$ 2,895,000	\$ 554,138	\$ 150,000	\$ -	\$ 1,569,476	\$ -	\$ -	\$ 1,569,476	\$ 1,719,476	\$ 1,708,535	\$ 565,079
Equipment Replacement, Digital Records Management	A reserve fund for the scheduled replacement of the Town's main IT systems. This included hardware and software that comprise the infrastructure of the overall information management system such as servers, switches, firewalls and uninterruptable power supplies. Software deployed across the organization for email, backups, and basic office operations is also included. FY22 Meeting room AV, FY23 Data Storage Hardware Refresh	\$ 125,000	\$ (3,476)	\$ 31,000	\$ 4,000				\$ 4,000	\$ 35,000	\$ 30,000	\$ 1,524
SUBTOTAL INFORMATION MANAGEMENT		\$ 125,000	\$ (3,476)	\$ 31,000	\$ 4,000	\$ -	\$ -	\$ -	\$ 4,000	\$ 35,000	\$ 30,000	\$ 1,524
Natural Resources Management	Remove and replace 30 trees in FY23; perform insecticide treatment through operating budget on 13 trees Tree survey completed. Funds needed to plant new trees an provide funds for replacement of trees from pests, disease and damage.	\$ 100,000	\$ 38,420	\$ 12,000					\$ -	\$ 12,000	\$ 12,000	\$ 38,420
SUBTOTAL NATURAL RESOURCES MANAGEMENT		\$ 100,000	\$ 38,420	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ 38,420
Undesignated Funds	In years where the total tax raised by the \$0.02 capital tax has exceeded expectations, excess has been accumulated in the fund as undesignated to be used as needed for future capital projects.	\$ -	\$ 841,572					\$ (215,252)	\$ (215,252)	\$ (215,252)		\$ 626,320
		\$ -	\$ 841,572	\$ -	\$ -	\$ -	\$ -	\$ (215,252)	\$ (215,252)	\$ (215,252)	\$ -	\$ 626,320
		\$ 14,110,293	\$ 3,115,240	\$ 535,000	\$ 544,000	\$ 1,744,476	\$ -	\$ -	\$ 2,288,476	\$ 2,823,476	\$ 2,840,296	\$ 3,098,420

Requests for Capital Plan Funding from the 2-cents on the Grand List -FY2023

Category	Project Name	Amount provided in FY22	Amount requested for FY23	Amount included in the Capital Plan
Buildings	Highway garage Improvements	\$8,000	\$0	\$0
Buildings	Library deferred maintenance	\$12,000	\$35,000	\$0 – fund out of undesignated
Buildings	Memorial Hall	\$0	\$2,000	\$2,000
Buildings	Energy saving projects	\$4,000	\$0	\$0
Buildings	Fort Water Tower	\$10,000	\$45,000	\$0 – fund out of undesignated
Buildings	Tree Farm Improvements	\$20,000	\$0	\$0
Buildings	Building facility Needs	\$0	\$0	\$0
Buildings	Police Station	\$0	\$50,000	\$50,000
Buildings	Fire Dept.	\$15,000	\$10,000	\$10,000
	Total Buildings	\$69,000	\$142,000	\$62,000
Highways	Road reconstruction	\$150,000	\$150,000	\$150,000
Highways	Gravel roads	\$10,000	\$10,000	\$10,000
	Total Highways	\$160,000	\$160,000	\$160,000
Vehicles & Equipment	Public Works	\$30,000	\$30,000	\$30,000
Vehicles & Equipment	Police Dept. equipment	\$25,080	\$30,000	\$30,000
	Total Heavy Equipment	\$55,080	\$60,000	\$60,000
Parks Facilities	Milfoil mitigation	\$7,500	\$0	\$0
Parks Facilities	Indian Brook Dam Repairs	\$10,000	\$0	\$0
Parks Facilities	Recreation needs Assessment	\$0	\$0	\$0
	Total Parks facilities	\$17,500	\$0	\$0

Paths/Walks	General paths, walks and trails	\$40,000	\$40,000	\$40,000
Paths/Walks	ADA Compliance	\$20,000	\$20,000	\$20,000
	Total Paths and Walks	\$60,000	\$60,000	\$60,000
Storm water	Storm water construction projects	\$150,000	\$150,000	\$150,000
	Total Storm water projects	\$150,000	\$150,000	\$150,000
IT	Information capital equipment	\$15,000	\$31,000	\$31,000
	Total IT	\$15,000	\$31,000	\$31,000
Natural Resources Mgmt	Conservation funds	\$12,000	\$12,000	\$12,000
	Total natural resources Mgmt	\$12,000	\$12,000	\$12,000
	Total All	\$538,580	\$615,000	\$535,000

NOTE: Staff recommends that four projects be funded out of the Undesignated Capital Reserve.

The four projects are the Fort Water Tower, the Library Deferred Maintenance, additional funding for PW Equipment and Improvements/Upgrades to the radio infrastructure.

- a) The Fort Water Tower roof, trim and upper window frames need to be preserved before the damage to the structure is irreversible. With the one-time availability of additional, undesignated funds, it is time to do the repairs on the structure that have been needed for some time. The amount requested is \$45,000
- b) The front brickwork on the library has deteriorated to the point where it needs to be repaired. The brickwork and mortar are failing on sections of the front side of the structure. The amount requested is \$35,000
- c) The Public Works Equipment Replacement Fund is not sufficiently funded to create a neutral or positive financial outcome and the addition of \$35,252 will correct this.
- d) The radio equipment was out of warranty at the end of 2019 at the Brigham Hill Radio Tower and the equipment needs to be upgraded. The amount requested is \$100,000.

CAPITAL PROJECTS SUMMARY		TOTAL CAPITAL PROJECTS		130-46817.000 CONSERVATION INITIATIVES	130-46850.000 INFORMATION MGMT	130-46850.200 Phone System Upgrade	130-46899.002 HIGHWAY/WATER VEHICLES	130-46815.000 ADMIN VEHICLES	130-46899.015 SENIOR BUS VEHICLES	130-46899.016 POLICE EQUIPMENT	130-46899.021 FIRE FIGHTING EQUIPMENT	130-46810.000 FIRE FIGHTING VEHICLES	130-46899.005 PARKS VEHICLES	DETAIL	DETAIL	DETAIL	DETAIL
FY 2021																	
APPROVED EXPENSE BUDGET		\$2,233,274.00			\$15,000.00		\$170,109.00	\$3,417.00		\$25,000.00		\$175,844.00		\$579,140.00	\$136,350.00	\$570,000.00	\$164,914.00
REVENUE SOURCES:																	
SET-ASIDE FUNDS		\$0.00															
PREVIOUSLY COMMITTED		\$0.00													\$0.00	\$0.00	\$0.00
GRANTS - FED / STATE / OTHER		\$1,058,586.00													\$0.00	\$0.00	\$0.00
ASSESSMENTS / FEES		\$0.00													\$465,586.00	\$0.00	\$0.00
OPERATING TRANSFERS		\$412,000.00			\$4,000.00		\$190,000.00	\$6,000.00	\$4,000.00		\$25,000.00	\$155,000.00	\$28,000.00	\$0.00	\$0.00	\$0.00	\$0.00
OTHER SOURCES		\$0.00													\$0.00	\$0.00	\$0.00
NEW CAPITAL FUNDS		\$537,000.00		\$10,000.00	\$15,000.00		\$35,000.00							\$150,000.00	\$10,000.00	\$60,000.00	\$92,000.00
TOTAL SOURCES		\$2,007,586.00		\$10,000.00	\$19,000.00	\$0.00	\$225,000.00	\$6,000.00	\$4,000.00	\$0.00	\$25,000.00	\$155,000.00	\$28,000.00	\$615,586.00	\$10,000.00	\$503,000.00	\$92,000.00
REVENUE 2021																	

TAX REVENUE	\$535,310.16	\$10,000.00	\$15,000.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
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STORMWATER PROJECTS

FY 2021

	TOTAL	Stormwater	Detention Pond 130-46820.001	130-46820.007	Mansfield 130-46820.002	Main Street 130-46820.005	Vill Better Back Roads 130-46899.020	Cul-De-Sacs 130-46820.008	Better Back Roads 130-46899.024	lage Better Back Roa 130-46899.024	Control Plan 130-46820.009	Briham Hill Road 130-46820.010	UPWP Planning 130-46820.011	PWP Stormline Inc 130-46820.012	St. Ins Vill 130-46820.013	In Aid 2020 130-46820.014
APPROVED EXPENSE BUDGET																
REVENUE SOURCES:																
SET-ASIDE FUNDS	\$579,140.00		\$263,582.00		\$254,431.00				\$22,158.00							\$38,969.00
PREVIOUSLY COMMITTED	\$0.00															
GRANTS - FED / STATE / OTHER	\$0.00															
ASSESSMENTS / FEES	\$465,586.00		\$210,866.00		\$203,545.00				\$20,000.00							\$31,175.00
OPERATING TRANSFERS	\$0.00															
OTHER SOURCES	\$0.00	(\$49,761.00)	\$45,674.00		\$24,199.00	(\$30,064.00)			\$2,158.00							\$7,794.00
NEW CAPITAL FUNDS	\$150,000.00	\$150,000.00														
TOTAL SOURCES	\$615,586.00	\$100,239.00	\$256,540.00	\$0.00	\$227,744.00	(\$30,064.00)	\$0.00	\$0.00	\$22,158.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,969.00	\$0.00
REVENUE '21																
TAX REVENUE	\$150,000.00	\$150,000.00														
GRANTS - FEDERAL / STATE	\$360,555.17	\$3,514.97	\$275,910.28	\$48,632.76												\$32,497.16
GRANTS - OTHER	\$0.00															
FEES / ASSESSMENTS	\$0.00															
OTHER REVENUE	\$0.00															
TRANSFERS - DEBT SERVICE	\$0.00															
TRANSFERS - FUND BALANCE	\$0.00															
TRANSFERS - OPERATING	\$0.00															
TOTAL	\$510,555.17	\$153,514.97	\$275,910.28	\$48,632.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,497.16
INTEREST																
INTEREST - CDS	\$0.00															
INTEREST - CKG	\$0.00															
INTEREST - SAVINGS	\$0.00															
OTHER INTEREST	\$0.00															
TOTAL INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PROCEEDS OF LT DEBT	\$0.00															
TOTAL REVENUE '21	\$510,555.17	\$153,514.97	\$275,910.28	\$48,632.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,497.16
LESS: PROJECT EXPENSES																
Sydney Drive Detention Pond																
LDS Church	\$437,228.58		\$437,228.58													
Brickyard Mansfield	\$55,974.66			\$55,974.66												
Fairview Main Street	\$158,457.00			\$158,457.00												
General Stormwater	\$0.00															
Vill Better Back Roads BR0670 Maich	\$1,295.24								\$1,295.24							
Cul-De-Sacs	\$2,829.69							\$2,829.69								
Town Better Back Roads	\$0.00															
Phosphorus Control	\$7,417.52										\$7,417.52					
Briham Hill Road	\$0.00															
CCRPC UPWP Planning	\$2,948.70															
CCRPC Town Grant In Aid WSHR	\$40,621.45															
TOTAL EXPENSES	\$706,172.84	\$0.00	\$437,228.58	\$55,974.66	\$158,457.00	\$0.00	\$0.00	\$2,829.69	\$0.00	\$1,295.24	\$7,417.52	\$0.00	\$2,948.70	\$0.00	\$0.00	\$40,621.45
TRANSFERS																
FUND BALANCE	\$0.00	(\$493,536.99)	\$166,276.12		\$167,450.93	\$108,683.52	\$12,003.80	\$12,995.40	\$0.00	\$1,295.24	\$9,897.08	\$14,934.90	\$0.00	\$0.00	\$0.00	\$40,621.45
PROJECT TRANSFERS	\$0.00															
TOTAL TRANSFERS	\$0.00	(\$493,536.99)	\$166,276.12	\$0.00	\$167,450.93	\$108,683.52	\$12,003.80	\$12,995.40	\$0.00	\$1,295.24	\$9,897.08	\$14,934.90	\$0.00	\$0.00	\$0.00	\$40,621.45
NET CHANGE	(\$196,217.67)	(\$340,022.02)	\$4,957.82	(\$7,341.90)	\$8,993.93	\$108,683.52	\$12,003.80	\$10,165.71	\$0.00	\$0.00	\$2,479.56	\$14,934.90	(\$2,948.70)	\$0.00	\$0.00	(\$8,124.29)
FUND BALANCE 6/30/2021	\$383,129.72	\$423,938.21	\$0.00	(\$29,735.50)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,948.70)	\$0.00	\$0.00	(\$8,124.29)
6/30/2021 BALANCES																
CASH - CHECKING	\$383,129.72	\$423,938.21	\$0.00	(\$29,735.50)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,948.70)	\$0.00	\$0.00	(\$8,124.29)
CASH - MONEY MARKET	\$0.00															
CASH - OTHER	\$0.00															
CDS	\$0.00	\$0.00														
DUE FROM OTHER FUNDS	\$0.00															
AR	\$0.00															
LESS: DEFERRED REVENUE	\$0.00															
TOTAL ASSETS 6/30/2021	\$383,129.72	\$423,938.21	\$0.00	(\$29,735.50)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,948.70)	\$0.00	\$0.00	(\$8,124.29)
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

PARKS PROJECTS

FY 2021

**APPROVED EXPENSE BUDGET
REVENUE SOURCES:**

PREVIOUSLY COMMITTED
GRANTS FED / STATE / OTHER
ASSESSMENTS / FEES
OPERATING TRANSFERS
OTHER SOURCES
NEW CAPITAL FUNDS
TOTAL SOURCES

REVENUE 21

TAX REVENUE
GRANTS - FEDERAL / STATE
GRANTS - OTHER
FEES / ASSESSMENTS
OTHER REVENUE
TRANSFERS - DEBT SERVICE
TRANSFERS - FUND BALANCE
TRANSFERS - OPERATING
TOTAL

INTEREST
INTEREST - CDS
INTEREST - CKG
INTEREST - SAVINGS
OTHER INTEREST
TOTAL INTEREST

PROCEEDS OF LT DEBT

TOTAL REVENUE 21

LESS: PROJECT EXPENSES
INDIAN BROOK
WOODLANDS PARK / PATH
ASSET REPLACEMENT
FOSTER RD PLAYGROUD
REC IMPACT FEES
FIREARMS SIGNAGE

TOTAL EXPENSES '21

TRANSFERS
FUND BALANCE
PROJECT TRANSFERS
TOTAL TRANSFERS

NET CHANGE

END BALANCE 6/30/2021

6/30/2021 BALANCES

CASH - CHECKING
CASH - MONEY MARKET
CASH - OTHER
CD'S
DUE FROM OTHER FUNDS
A/R

LESS: DEFERRED REVENUE

TOTAL ASSETS 6/30/2021[illegible]

PATHS AND WALKS PROJECTS

FY 2021

	TOTAL	PATHS WALKS	ROUTE 15/ MCDONALDS	CA0423 TOWERS RD PATH	CHIC PATH ESSEX WAY TO FORESTDALE	S.W. RD TO PEARL ST PARK	CA0436 PINECREST DR SUFFOLK TO 2A	Saxon Hill Master Plan and/or Trails	130-5-40-10-721.003 ADA Compliance
APPROVED EXPENSE BUDGET									
REVENUE SOURCES:									
SET-ASIDE FUNDS	\$570,000.00						\$550,000.00		\$20,000.00
PREVIOUSLY COMMITTED	\$0.00								
GRANTS - FED / STATE / OTHER	\$0.00								
ASSESSMENTS / FEES	\$443,000.00						\$440,000.00	\$3,000.00	
OPERATING TRANSFERS	\$0.00								
OTHER SOURCES	\$0.00								
NEW CAPITAL FUNDS	\$60,000.00	(\$30,752.00)			(\$10,000.00)		\$40,752.00		\$20,000.00
TOTAL SOURCES	\$503,000.00	\$9,248.00	\$0.00	\$0.00	(\$10,000.00)	\$0.00	\$480,752.00	\$3,000.00	\$20,000.00
REVENUE 21									
TAX REVENUE									
GRANTS - FEDERAL / STATE	\$60,000.00	\$40,000.00							
GRANTS - OTHER	\$326,968.02						\$326,968.02		\$20,000.00
FEES / ASSESSMENTS	\$3,000.00						\$	3,000.00	
OTHER REVENUE	\$0.00								
TRANSFERS - DEBT SERVICE	\$0.00								
TRANSFERS - FUND BALANCE	\$0.00								
TRANSFERS - OPERATING	\$0.00								
TOTAL	\$389,968.02	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$326,968.02	\$3,000.00	\$20,000.00
INTEREST									
INTEREST - CDS	\$0.00								
INTEREST - CKG	\$0.00								
INTEREST - SAVINGS	\$0.00								
OTHER INTEREST	\$0.00								
TOTAL INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PROCEEDS OF LT DEBT	\$0.00								
TOTAL REVENUE 21	\$389,968.02	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$326,968.02	\$3,000.00	\$20,000.00
LESS: PROJECTS									
PATHS / WALKS									
VT18-Allens	\$0.00								
VT18-Port to W. Street	\$0.00								
RT 15 - TOWERS RD	\$0.00								
CA0436 Pinecrest; Suffolk to 2A	\$540,142.75						\$540,142.75		
RT 2A - OLD COLCHESTER TO PINECREST	\$0.00								
TOTAL PROJECTS	\$540,142.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$540,142.75	\$0.00	\$0.00
FUND BALANCE	\$0.00								
PROJECT TRANSFERS	\$0.00	(\$258,960.38)		\$26,323.90			\$232,636.48		\$0.00
TOTAL TRANSFERS	\$0.00	(\$258,960.38)	\$0.00	\$26,323.90	\$0.00	\$0.00	\$232,636.48	\$0.00	\$0.00
NET CHANGE	(\$160,174.73)	(\$218,960.38)	\$0.00	\$26,323.90	\$0.00	\$0.00	\$19,461.75	\$3,000.00	\$20,000.00
FUND BALANCE 6/30/2021	\$107,912.93	\$72,912.93	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,000.00	\$20,000.00
6/30/2021									
CASH - CHECKING	\$107,912.93	\$72,912.93	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,000.00	\$20,000.00
CASH - MONEY MARKET	\$0.00								
CDS - OTHER	\$0.00								
DUE FROM OTHER FUNDS	\$0.00								
AIR	\$0.00								
LESS: DEFERRED REVENUE	\$0.00								
TOTAL ASSETS 6/30/2021	\$107,912.93	\$72,912.93	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,000.00	\$20,000.00
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

BUILDING PROJECTS
BUILDING CAPITAL PROJECTS

FY 2021

APPROVED EXPENSE BUDGET																	
REVENUE SOURCES:																	
PROPERTY TAXES																	
PERMITS / UNANTICIPATED																	
GRANTS - FED / STATE / OTHER																	
ASSESSMENTS / FEES																	
OPERATING TRANSFERS																	
OTHER SOURCES																	
NEW CAPITAL FUNDS																	
TOTAL SOURCES		\$194,914.00															
REVENUE 21																	
TAX REVENUE		\$67,000.00															
GRANTS - FEDERAL / STATE		\$0.00															
GRANTS - OTHER		\$0.00															
FEES / ASSESSMENTS		\$0.00															
DONATED SERVICES		\$0.00															
TRANSFERS - DEBT SERVICE		\$0.00															
TRANSFERS - FUND BALANCE		\$0.00															
TRANSFERS - OPERATING		\$0.00															
TOTAL		\$67,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$20,000.00	\$10,000.00	\$21,000.00	\$1,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST																	
INTEREST - CDS		\$0.00															
INTEREST - CIG		\$0.00															
OTHER INTEREST - SAVINGS		\$0.00															
TOTAL INTEREST		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PROCEEDS OF LT DEBT		\$0.00															
TOTAL REVENUE 21		\$67,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$20,000.00	\$10,000.00	\$21,000.00	\$1,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
LESS: PROJECTS 21																	
TOWN OFFICE / BUILDING RENOS		\$0.00															
POLICE FACILITY		\$0.00															
ELECTRICITY IMPROVEMENT		\$1,576.00															
HISTORIC WATER TOWER		\$0.00															
HIGHWAY GARAGE IMPROVEMENTS		\$4,735.00															
Tree Farm		\$37,028.40															
MEMORIAL HALL SLATE ROOF		\$23,811.51															
LIBRARY IMPROVEMENTS		\$4,385.00															
SCHOOL IMPROVEMENTS		\$23,482.84															
FIRE STATION MOLD REMEDIATION		\$281,716.75	\$0.00	\$0.00	\$1,576.00	\$23,811.51	\$4,735.00	\$0.00	\$37,028.40	\$0.00	\$4,385.00	\$23,482.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL PROJECTS		\$281,716.75	\$0.00	\$0.00	\$1,576.00	\$23,811.51	\$4,735.00	\$0.00	\$37,028.40	\$0.00	\$4,385.00	\$23,482.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRANSFERS																	
FUND BALANCE		\$0.00															
PROJECT TRANSFERS		\$200,000.39															
TOTAL TRANSFERS		\$200,000.39	\$0.00	\$0.00	\$0.00	\$23,860.62	\$0.00	\$0.00	(\$82,887.23)	\$0.00	\$0.00	\$233,227.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NET CHANGE		(\$24,716.38)	\$0.00	\$0.00	(\$1,576.00)	\$10,849.11	\$16,265.00	\$10,000.00	(\$78,913.83)	\$1,000.00	\$4,510.00	(\$4,585.00)	\$18,734.16	\$0.00	\$0.00	\$0.00	\$0.00
FUND BALANCE 6/30/2021		\$137,572.39	\$0.00	\$0.00	\$12,300.21	\$0.00	\$18,791.00	\$64,168.10	\$0.00	\$12,781.35	\$17,283.98	\$1,482.85	\$10,784.92	\$0.00	\$0.00	\$0.00	\$0.00
6/30/2021																	
CASH - CHECKING		\$197,472.39	\$0.00	\$0.00	\$12,300.21	\$0.00	\$18,791.00	\$64,168.10	\$0.00	\$12,781.35	\$17,283.98	\$1,482.85	\$10,784.92	\$0.00	\$0.00	\$0.00	\$0.00
CASH - MONEY MARKET		\$0.00															
CASH - OTHER		\$0.00															
CDS		\$0.00															
DUE FROM OTHER FUNDS		\$0.00															
AKI		\$0.00															
TOTAL ASSETS 6/30/2021		\$137,572.39	\$0.00	\$0.00	\$12,300.21	\$0.00	\$18,791.00	\$64,168.10	\$0.00	\$12,781.35	\$17,283.98	\$1,482.85	\$10,784.92	\$0.00	\$0.00	\$0.00	\$0.00

Memorandum

TO: Evan Teich Unified Manager and the Selectboard
FROM: Dennis E. Lutz, P.E., Public Works Director
Sarah Macy, Finance Director
Greg Duggan, Deputy Town Manager
CC: Ally Vile, Parks and Recreation Director
Tom Yandow, Buildings Manager
Charles Cole, Fire Chief
Karen Lemnah, Assessor
Susan McNamara-Hill, Town Clerk
Owiso Makuku, Community Development Director
Ron Hoague, Chief of Police
Rob Paluba, IT Director
DATE: November 19, 2021
SUBJECT: Status of Current Capital Projects

ISSUE: The issue is whether or not the Selectboard needs further information or desires input into the current status of all Capital Projects funded in FY22 as part of the FY22 to FY26 approved Capital Plan, prior to receipt and review of the FY23 Capital Plan.

DISCUSSION AND COSTS: Attached to this memo is a copy of the approved Capital Budget for FY22 to FY26. All financial balances reflect the amount in accounts as of June 30, 2021 unless noted otherwise. A discussion follows, including both carryover projects from previous years and current year projects.

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BUILDINGS:

1. (Account # 130-5-41-15-730.001) Highway garage area improvements (two-bay highway garage expansion) (\$415,615); Capital Funds were budgeted in FY22 in the amount of \$8,000.

This account had a balance of \$17,293.96 as of June 30, 2021. In FY22, \$8,000 was added to this account so the starting FY22 balance is \$25,293.96. No work has been done so far this year, but the plan is to remove deteriorated siding at locations on the north side of the building near ground level where the siding has rusted through. Work will be done in the spring.

2. (Account # 130-5-41-11-730.001) Library Renovations repair to front brickwork (\$30,000); repair to front brickwork (\$30,000); security system updates (\$1,500); bathroom hand dryers (\$3,000); main floor covering (\$15,000); rear walkway canopy (\$8,000), added storage space (\$45,500). New Capital Funds were obligated in FY22 of \$12,000.

A balance of \$0 was in this account at the end of FY21. Funds in the amount of \$12,000 were added in FY22, bringing the account to a balance of \$12,000. Work has and will be done to improve the safety of winter access to the back entrance (handicapped entrance) using both Capital funds and Operating repair funds. In addition, the back door overhang is being 100% replaced due to water intrusion at the wall/roof interface and lack of adequate flashing. It is anticipated that these repairs will utilize the entire FY22 Capital Funds available, with any needed funds to complete the work coming from the Operations Building Repair Fund.

3. (Account # 130-5-41-17-730.001) Memorial Hall Improvements including space for a small food service area. No funds were obligated in FY22.

This account had a balance of \$12,781 as of June 30, 2021. Work was done on the exterior trim repair and painting in the amount of \$14,040 in FY22. Future work may be needed for an interior wall between the entry corridor and the main areas which is being watched for settlement. The account is in deficit by **\$1,259**.

4. Community Recreation Facility Study (estimated at \$30,000). No new Capital Funds were obligated in FY22.

This account had a balance at the end of FY21 of \$0. This account was closed out and the funds transferred to help fund a portion of a larger space needs study which included Parks and Recreation, Highway and Fire in both the Town and the Village.

5. (Account # 130-5-41-10-730.001) Energy funds for energy-savings projects at existing buildings, streets and other Town infrastructure including matching grants. A total of \$4,000 in new Capital Funds were obligated in FY22.

The balance in the account as of June 30, 2021, was \$12,300. With the added \$4,000, the new balance at the start of FY22 was \$16,300. The FY22 budget has \$7,000 transferred from this account to the Fire Department Building for lighting upgrades.

6. (Account # no account number assigned) Historic Water Tower Repairs (Fort Ethan Allen). Capital Funds in the amount of \$10,000 were budgeted for expenditure in FY2022.

This account had a balance \$64,168.10. With the added funds in FY22, the Town account has a balance of \$74,168. A revised cost estimate has been received for needed repairs to the Tower roof and windows estimated at \$165,000. The Historical Committee is trying to obtain added grants and new donations to close the gap on the costs needed to do the repairs. They have accumulated \$19,820 in funds to support this project. No expenditures are planned from this account unless authorized by the Selectboard.

7. (Account # 130-5-41-15-730.001) Slate roof repairs at Memorial Hall and Powell Museum. No Capital Funds were budgeted in FY22.

The balance in the account as of June 30, 2020, was \$0. Repair work has been completed on the slate roof at Memorial Hall.

8. (Account # 130-5-41-24-730.001) Tree Farm Improvements. Capital Funds in the amount of \$20,000 were budgeted for this account in FY22.

The account had a balance of \$18,791 as of June 30, 2021. With \$20,000 added in FY22, the current balance is \$38,791. No work has been done so far this year, but funds will be used for site building repairs (roof) before the end of the fiscal year on the large storage building.

9. Clerk Records Preservation. No funds were authorized in FY22

The Town Clerk receives funds from the State from records filing for preservation. The fund had a balance of \$254,811 as of June 30, 2021 and is accounted for in the Town General Fund. The estimated cost to preserve the records was \$233,070 in FY20. New quotes should be sought to determine if the work can be done in FY23 within available funds.

10. (Account #130-5-41-10-730.002) Buildings and Facilities Needs Study. No additional funds were authorized in FY22.

The study is underway and \$28,517 has been spent from the original \$40,000 that was allocated in prior years. The first phase report of the study has been submitted to and accepted by the Selectboard and the Trustees. The second phase of the work is on hold pending results of the Town/Village separation issue.

11. (Account# 130-5-41-12-730.001) Fire Department Funds to Replace Aging Infrastructure. New Capital funds in the amount of \$15,000 were authorized in FY22.

The account had a balance of \$10,785 as of June 30, 2021. In FY22, another \$15,000 was allocated from capital tax funds, plus \$7,000 transfer from Energy Efficiency Projects, with planned spending of \$15,000 for lighting upgrades. The projected FY22 ending balance is \$17,785.

HIGHWAYS

GENERAL: The total of all Capital Highway accounts was \$574,070 as of June 30, 2021. The balance in the account for road reconstruction in the capital fund was \$392,640 as of June 30, 2021. Another \$150,000 was added for FY22, bringing the total available for paving at the start of the fiscal year to \$542,640.

Capital Highway Projects: (Account # 130-5-40-10-720.000). The following road work has been completed so far in FY22.

1. Old Stage Road: A Class 2 paving grant was applied for in the amount of \$150,000 but was not funded by VTRANS. Work was done on this road using FY22 Capital funds in the amount of \$183,750 without grant aid.

2. Thompson Drive: This road was paved using \$74,870 in Capital Funds in FY22.

3. Towers Road Segment: This road was paved using \$83,832 in FY22 Capital Funds.

4. Lower Sand Hill Road: This section of the road was paved using \$142,400 in FY22 Capital Funds.

With the paving completed to date, the balance for Capital paving is approximately \$57,788.

2. (Account # 130-5-40-10-720.002) Gravel Roads Improvements - \$10,000 in new Capital funds were obligated in FY22.

The balance in this account as of June 30, 2021, was \$54,931 and with the \$10,000 added in FY22, the amount available at the start of FY22 was \$64,931. So far, this fiscal year, \$13,002 has been expended on the gravel roads from this account.

3. Allen Martin Parkway - No Capital Funds were allocated in FY22.

The project is on hold until some future date.

4. VT15/Allen Martin Drive Intersection Analysis - No Capital Funds were set aside in FY22 for this project.

This account had a balance of \$87,032 as of June 30, 2021. The funds were accumulated from transportation related impact fees. A scoping study was completed by Resource Systems Group with partial funding from the CCRPC. The scoping report lists a series of incremental improvements over time that can improve the intersection with the ultimate solution being a signalized intersection. The project was put to bid in FY22, and the work has been completed. The project cost was \$144,196. The difference or \$57,164 was taken from the Operating account under Summer Construction.

5. West Sleepy Hollow Road Paving - Capital Funds set aside from Developer Impact Fees.

This account had a balance of \$66,888 as of June 30, 2021. These funds are currently being held for added future funds to extend the limit of current paving. As new development occurs, and more funds become available, additional sections of contiguous road will be paved.

6. West Sleepy Hollow Road Gravel Additions - Capital Funds set aside from Developer Impact Fees.

This account had a balance of \$12,585 as of June 30, 2021. The amount of these funds is available to the Town for gravel addition to the road where needed. The Town will work with the West Sleepy Hollow Road Association to coordinate road work and use these funds where appropriate.

7. Susie Wilson Road Corridor - Capital funds set aside from Developer Impact Fees.

This account had a negative balance of **\$39,112** as of June 30, 2021, due to the improvements made at the two major intersections at Lowes/Pinecrest Drive and Lowes/Joshua Way. Funds will continue to be collected as new development or redevelopment takes place in the corridor.

8. Town Center Traffic Signals - Capital Funds set aside from Developer Impact Fees.

This account had a balance of \$164,207 as of June 30, 2021. On the order of \$63,170 was expended on Phase 1 prior to the start of FY22 to install radar traffic control and a new Econolite controller at the intersection of Essex Way and the Circ Highway on-off ramps. Work is currently underway to complete the Second Phase of the project, including new control cabinets, new signals and double span wires, added signage, new pedestrian poles, generator transfer switches, new ped pole foundations, and associated traffic control and timing changes at \$94,750. In addition, it was decided to add signal pre-emption at the intersections at a cost of \$23,000. The estimated net amount remaining in this account for future work will be on the order of \$46,460.

12. Woodlands Stub Road - Capital Funds set aside from Developer Impact Fees.

A path was constructed between the Woodlands Development and Pinewood Manor in FY2018 with developer set aside funds. There was \$9,849 left in this account as of June 30, 2021. At this time, it is proposed that the remaining funds will remain in this account for any future needed work.

WATERLINES and SEWERS:

In prior years, the status of water and sewer projects was provided both in this report and in the Capital Plan approved by the Selectboard and reported to the public in the annual report. Water and sewer projects are funded through Enterprise Funds and not the General Fund. It is confusing to the public since Enterprise Funds have as their basis user fees and impact fees associated with these utilities. General fund taxes do not support the Enterprise funds.

Therefore, the Enterprise water and sewer projects will no longer be reported in the Town Capital Fund but reported separately as part of the Water Utility Budget and Rates.

HEAVY EQUIPMENT VEHICLES:

1. (Account # 130-5-40-10-750.001) Highway Equipment Vehicles - Expenditures were budgeted at \$280,000 in FY22 from the Capital Fund. The Capital Plan added \$190,000 in Operating Funds transfer and \$30,000 in New Capital Funds from the two cents/Capital Tax.

The Fund showed a negative balance of **\$140,303** at the end of FY21. This was due to the direct purchase of a 7-CY dump truck (#103) and the unanticipated expenditures in FY21 for a replacement sidewalk plow. Instead of leasing from an external vendor and incurring interest costs, the decision was made by Finance to borrow from within the Capital Fund. With the added funds for FY22, the starting FY22 balance was \$79,697.

The Town purchased a new road grader in FY22. It has been delivered and is in use. With the extended 84-month maintenance contract, the cost was \$240,344. An earlier purchased sidewalk plow has a lease payment of \$32,059 due in FY22. Total expenditures therefore are \$272,403. This will leave a negative balance in this account of **\$192,706** anticipated at the end of FY22.

While borrowing from within the fund is a viable option, in an effort to simplify the process with the departure of the Finance Director and Public Works Director, the recommendation is that the Selectboard use undesignated cash balance funds to make this account solvent going into FY23 and then fund the account at slightly higher amounts (approximately \$20,000 per year) from the Operating Fund transfer to keep the Equipment Fund solvent going forward.

2. (Account # 130-5-25-10-750.001) Fire Department Equipment Vehicles - Capital Funds were obligated in the amount of \$165,000 for FY22 with \$165,000 as a transfer from the Fire Department Equipment Operating Account for vehicles and another \$30,000 for Fire Department equipment (130-5-25-10-750.001).

Due to the condition of the existing fire trucks, the Selectboard approved a Fire Department request to replace both Engine 1 and Tanker 1 in FY17. The revised schedule for capital replacement of vehicles continues into FY22. The FY22 transfer is at \$165,000 and will gradually increase to \$175,000 annually to support the rising cost of trucks. In addition to accumulating funds for future replacements, this account covers the annual cost of debt service on the trucks.

3. (Account # 130-5-30-12-750.002) Parks and Recreation – Capital Park Equipment Plan... No Funding was provided in FY22 for this account from new Capital funds.

The account had a negative balance of **\$1,542.25** as of June 30, 2021. The amount of \$28,000 was identified as a transfer from Operating Funds to the Capital Equipment Account. This would provide a current balance of \$26,457.75. No expenditures have been made in FY22.

4. (Account # 130-5-30-13-750.001) Senior Bus - Funded through an Operating Fund Transfer of \$4,000 in FY21

The Senior Bus Capital Account had a balance of \$63,061 as of June 30, 2020, with another \$4,000 in an Operating fund transfer in FY22 bringing the current total available to \$67,061. The issue has been whether or not to continue purchasing buses through the Green Mountain Transit. With the increase in ridership over the past three years, maintaining this account at least at the current level is prudent.

5. (Account # 130-5-15-10-751.000) Community Development/Assessor Replacement Vehicle lease - Funded through a Capital Fund obligation in FY21 of \$6,000.

The account had a balance of \$13,814 as of June 30, 2021. With the \$6,000 added in FY22 and lease payments of \$3,416 annually the FY23 opening balance is anticipated to be \$16,398. A Toyota RAV4 was leased on a three-year lease in FY20 to replace a vehicle that was in need of significant repairs. Starting in FY23 this vehicle pool will decrease from two to one and will be receiving only \$3,000 operating transfer from the Community Development costing center.

PARK FACILITIES:

1. (Account 130-5-30-12-750.001) Park Asset Replacement Plan - No Capital Funds were obligated in FY21

A Parks Asset Replacement Plan was approved starting in the FY07 Budget. Funding for the plan is from the Capital Budget. As of June 30, 2020, the fund balance in this account was \$201,692. In FY21 \$20,365 was spent on improvements at Indian Brook Park and at Pinewood Park. So far in FY22, \$85,705 has been spent on improvements at Sand Hill Pool building updating the water heaters and building.

2. (Account # 130-5-30-12-740.001) Milfoil Mitigation at Indian Brook.... No Capital Funds were obligated in this account for FY21.

Milfoil mitigation includes the development of an integrated management plan and funding for the implementation of the plan. The sum of \$6,500 was expended in FY19 and nothing has been spent since. A permit was requested to mitigate the milfoil in the spring of 2019 but had to be delayed. The cost will be determined by the extent of the treatment. FY22 capital funds of \$7,500 were added bringing the balance to \$94,303 as of June 30, 2022.

3. (Account # 130-5-30-12-740.001) Indian Brook Dam Repairs.... Capital Funds were obligated in the amount of \$10,000 for FY21.

The Capital Fund balance for this account was \$121,416 as of June 30, 2021. A no-cost grant was going to be entered into between the Town and the State during FY20 to investigate the condition of the dam but work on the grant was postponed due to COVID. Follow-up is now occurring.

4. Indian Brook General (130-5-30-12-740.001) - No funds were added in FY21

This is an old account with funds left over from a much earlier bond vote. At this time there is no plan to utilize this money. However, it could be used if major dam repairs were needed. The balance as of June 30, 2021, is \$41,099.

5. Firearms Signage (130-5-30-12-740.002) - No funds were obligated in FY21

No expenditures have yet been made from this account, however, \$5,000 was set aside in FY20 to produce signage relating to the recently approved firearms ordinance.

6. Recreation Impact Fees (130-5-30-10-740.001).

The account had a balance of \$182,385 as of June 30, 2021. The following expenditure items were taken from this account in recent years:

Keyless entry at Sand Hill Park
Work on Sand Hill courts
Sand Hill Park basketball court repainting
Work on Pearl Street courts
Work on Pearl Street basketball courts
Co-location of Town-Village office expenses
Pinewood basketball court – updated drainage and surface

7. Cemetery Columbarium.

The account had a balance of \$3,033.38 in the account as of June 30, 2021.

PATHS AND WALKS:

1. Vermont Route 15 from the Circ Highway to the Miniature Golf Course - No Capital Funds were obligated in FY21, and no Budget Expenditure was proposed.

This account has \$3,000 in residual funds; no action is being taken on this project at this time due to other priorities and the lack of sufficient funds to implement a solution.

2. Towers Road Path/walk from VT Route 128 to Clover Drive - No Capital Funds were obligated in FY22

This project has been completed and closed out. This account has been closed to zero against the general paths account as of June 30, 2021, with a final transfer from the general paths account of \$26,324.

3. Pinecrest Drive Sidewalk from Suffolk Lane to Colchester Road (VT2A) - No Capital Funds were obligated in FY22.

This project and related grants were completed in FY21, and the account has been closed to zero against the general paths account as of June 30, 2021.

4. (Account # 130-5-40-10-721.001) VT15 from Athens Drive in the Village to the Circumferential Highway - No Capital Funds are currently programmed for this project.

This project has finished the scoping process with Stantec as the consulting engineer under a UPWP CCRPC project. This project needs VTRANS funding to make it affordable to the community due to its high cost (\$1,541,250 as of June 2021).

The plan for this project is to split the project into segments and apply for a pedestrian grant from Athens Drive to the new development road (Orleans Drive) in the Town. The Town requested the grant, but it was not awarded. The local share is estimated at \$310,000. There is insufficient current fund balance for the entire local share, but these projects take from 5 to 7 years to complete. There is sufficient time to build the local share of the full project local share cost. There are sufficient funds to utilize for the design phase of the project. Another grant will be submitted in FY22 with local funds programmed for design in FY23. This first section of the path can be funded with available dollars and would complete a usable segment of the walkway.

5. (Account # 130-5-40-10-721.002) VT15 from the east gate of Fort Ethan Allen to West Street in the Village - No Capital Funds are currently programmed for this project.

This project has finished the scoping process with Stantec as the consulting engineer under a UPWP CCRPC project. The Scoping Study has been approved by the Trustees and the Selectboard. The next step is to get the project onto the active

Transportation Improvement Plan (TIP) list at the CCRPC for design, ROW and construction funding.

6. General Paths and Walks - Capital Funds were obligated in the amount of \$40,000 in FY21.

The General Path Account had an account balance of \$72,913 as of June 30, 2021, with additional capital funds to be added in FY22 of \$40,000. This account was used extensively in FY21 to fund the local match for Towers Road Path and the Pinecrest Drive Path. The estimated remaining funds in FY22 will be \$112,913. With the changes in busing for the Essex-Westford School District, there will be a need in the future to add sidewalks/paths where none exist today and where students are now required to walk to the Middle and Elementary Schools. This account continues to need to grow so that matching funds are available for future path grants.

7. Saxon Hill Master Plan and/or Trails - No funds were committed to this project in FY21 from the Capital Fund but developer fees in the amount of \$3,000 were committed.

The account had a balance of \$12,000 as of June 30, 2021. Another \$3,000 will be added each year by the developer until sand extraction is complete, for a total of \$30,000 over ten years. A Master Plan was completed in FY20 and submitted to the Selectboard. The next step is to develop a Trails inventory and map as well as a long-term maintenance plan.

8. (Account #130-5-40-10-721.003 ADA Compliance - Capital Funds in the amount of \$20,000 were obligated in FYE22.

This account had a balance of \$20,000 as of June 30, 2021. With the added funds for FY22, the balance as of July 1, 2021, was \$40,000. ADA compliant intersection ramps were installed at over 18 locations at a cost of \$38,150. Of this amount, \$35,550 was taken so far from the Capital ADA account.

STORM WATER

Construction Projects/NPDES Phase 2 Permit Compliance planning needed to meet existing/new State storm water permit requirements and to repair existing storm water systems not included in the Operating Budget. Capital Funds were obligated in the amount of \$150,000 for FY22.

The purpose of this account is to have funds available for use on major repair of existing storm water systems and for permit compliance under the NPDES Phase 2 Storm water Permit. There was \$383,130 in the account as of June 30, 2021. With the \$150,000 for FY22, the available funds are \$533,130.

The following stormwater projects in the Capital Plan have been completed:

1. Sydney Drive (Town): Completed in FY21
2. Gravel Wetland (Village): Completed in FY21
3. Fairview Drive (Village): Completed in FY20
4. Better Roads Grants (Town) (FY20 and FY21): Completed
5. Better Roads Grants (Village) (FY20 and FY21): Completed
6. Phosphorus Control Plan (Village and Town): Completed in FY21
7. Juniper Ridge Project (Village): Completed in FY20
8. TV inspection of Village storm lines Phase 1: Completed in FY21
9. TV inspection of Town storm lines Phase 1: Completed in FY21
10. Grants in Aid (Town) (FY20 and FY21): Completed

There are a few remaining grants that are still open and need to be funded. A list of the current grants and the estimated local required share follows:

<u>Grant</u>	<u>Estimated Local Share</u>
LDS Site (Town)	\$655,560
Cul-de-sac Retrofit (Village and Town)	\$161,218
Grants-in Aid (Town)	\$9,100
Grants-in Aid (Village)	\$1,125
Better Roads (Town)	\$2,000
Better Roads (Village)	\$4,750
TV inspection of Village storm lines Phase 2	\$10,000
TV inspection of Town storm lines Phase 2	<u>\$10,000</u>
Estimated Total	\$853,753

With the number of supplemental project grants obtained during FY20 and FY21, the local share required to complete the current backlog of projects has been reduced. Two of the larger projects have yet to be bid but it is anticipated that with another \$150,000 in FY23, the fund will be able to support all the projects needing local share as noted in the above list.

A list of potential projects needed to meet the requirements for Phosphorus removal has an associated cost estimate of over \$5 million for the Town and in excess of \$1 million for the Village. **There needs to be more funds added going forward or an alternate source of funding provided. No large grants can be applied for at this time due to the limitations on funding as well as resolution of the separation issue.**

At this time, because the State's effort to rapidly move qualified projects forward, grant money is more accessible than it is likely to be in a few years. The onus of the financial burden to remove phosphorus will be on the municipal sector in Chittenden County. Projects will have to be completed to remove phosphorus with or without grants. With grants, the financial burden on local taxpayers is less. With the grants already received, there has been a savings to local taxpayers of over \$2 million dollars. To continue this cost-saving, more funds will be needed.

There are a number of ways to do this including: 1) adding on to the capital tax and dedicating the additional funds to storm-water, 2) voting a storm-water bond or 3) increasing the capital contribution to storm-water by decreasing other capital fund line items or 4) adding a local sales tax or 5) possibly some combination of all. Although a joint stormwater utility may be an option for consideration, the high cost differential between phosphorous removal in the Town and the Village may negate the potential for this to occur if separation happens.

INFORMATION MANAGEMENT

(Account # 130-5-14-10-750.001) IT Equipment Replacement and Upgrade....No Capital Funds were budgeted for this account in FY21 but \$4,000 was transferred into this account.

A long-term plan for updating and replacing IT equipment has been developed. The balance in the account as of June 30, 2021, was \$17,524. A total of \$4,646 was spent in FY21. This account will grow by \$15,000 in capital funds and \$4,000 in operating transfer to a projected balance of \$36,524 with spending plans in FY22 to upgrade the AV in the meeting rooms.

NATURAL RESOURCES MANAGEMENT (FORMERLY CONSERVATION)

(Account # 130-5-16-10-740.001) Set-aside for Natural Resources Management (Conservation) - Capital Funds were budgeted for this account in FY22 in the amount of \$12,000.

The balance in this account as of June 30, 2021, was \$44,420. With the added \$12,000, the balance starting the year was \$56,420. A list of ash trees to be removed has been developed by Community Development. The plan is to remove and/or save the identified trees either early this winter or early in the spring and replant other varieties as needed at these locations in the spring.

RECOMMENDATION: It is recommended that the Selectboard review and provide input on this status report. A proposed Capital Plan for FY22 to FY26 will be presented to the Selectboard in early January of 2021.

TOWN OF ESSEX CAPITAL PROJECTS RESOLUTION

"The following procedure will be used for the presentation and adoption of a capital budget. The Town Manager will submit a capital budget which shows anticipated capital expenditures, financing and tax requirements for the next five years. The Selectboard will review the budget and make necessary revisions. The capital budget will be warned and presented to the voters prior to Town Meeting.

- All capital projects must meet one or more of the following criteria:
1. Any project requiring debt obligation or borrowing.
 2. Any acquisition or lease of land.
 3. Purchasing of major equipment and vehicles with a life expectancy of five years or more and with an expected cost of more than \$50,000.
 4. Construction of new buildings or rehabilitation of existing facilities, which can include engineering, design and other pre-construction costs.
 5. A project which does not recur annually and results in a fixed asset."

CAPITAL PROJECTS PRIORITY RANKING

The projects contained in the Capital Budget and Program have been evaluated by the Town Administration and assigned a priority ranking of A, B, C, D, 1, 2, and/or 3. The criteria used to assign these rankings are as follows:

- | | | | |
|----|---|----|--|
| A. | Projects currently underway for which the Town is fully committed and/or so urgently needed that implementation cannot be delayed. Only essential projects will be so classified. | 1. | Projects that encourage economic development. |
| B. | Projects needed to maintain the department/program/activity at current level of performance. | 2. | Projects that extend or improve services to current residents. |
| C. | Projects needed as soon as funds can reasonably be made available or which is desirable but needing further study. | 3. | Projects that provide service for future residents. |
| D. | Projects needed but safely deferred beyond the third year of the five year projection. | | |

BUILDINGS

Project Scenario Summary

41-15.001 - Highway Garage Area Improvements/Public Works Office

Report data returned based on the user's security permissions.

Project Number	41-15.001	Title	Highway Garage Area Improvements/Public Works Office	Lock Status	Unlocked
Asset Type	730.000 - Buildings and Improvements	Department	41 - Buildings - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					

Description

The major upgrade to the facility is a two-bay highway garage expansion. Funds should continue being set aside for future expansion of the garage or other site improvements. FY22 plan is to fix the siding near the ground that is rusting.

Comments

This expansion project could be for FY2023 - FY2024. By doing the expansion on the Public Works main garage, it will become the new home for the water/sewer maintenance personnel and equipment. This expansion begins the domino effect on the Public Works campus. By doing the garage expansion, the current water/sewer maintenance garage can be converted into a central, single Public Works Administration office building. It also consolidates all of the water/sewer equipment and rolling stock in one, weather and security protected location.

Justification

The justification for this project is that would combine all of the Public Works Administration into one building, instead of being at 2 different locations. By being in one location, this cuts down the amount of traffic that goes on during the day for people to have conversations. Phone calling is not the answer. There are a lot of times where a contract or other paperwork needs to be gone over, and maps and drawings need to be shared. Separated common operations are not efficient, since you have to drive between the 2 buildings. Also the current Administration building located at 5 Jericho Road has dry rot in the whole wooded sill plate. That building has about a 3 to 5 year life in it before the wooden sill has to be replaced. In addition to the sill plate having dry rot, the whole crawl space is not insulated making for a cold floor all winter long.

Scenario Details

Budget Year	2023	Name	41-15.001 - Highway Garage Area Improvements/Public Works Office: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	10,000	30,753	(20,753)
2023	-	15,263	(15,263)
	10,000	46,016	(36,016)

Prior Year Comparison

Project Scenario Summary

41-15.001 - Highway Garage Area Improvements/Public Works Office

Report data returned based on the user's security permissions.

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	-	8,000	-
099.000-Use of Fund Balance/Reserves	(32.92)%	22,753	15,263
Total Funding Source	(50.37)%	30,753	15,263
Expenditure			
41-15-730.001-Highway Garage Improvements	-	10,000	-
Total Expenditure		10,000	-

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099.000-Use of Fund Balance/Reserves	15,263	-	-	-	-	-	-	-	-	-
Total Funding Source	15,263	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Percent Increase										
Expenditure										
41-15-730.001-Highway Garage Improvements	-	500,000	500,000	-	-	-	-	-	-	-
Total Expenditure	-	500,000	500,000	-	-	-	-	-	-	-
Percent Increase		100.00%	0.00%	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	15,263	(500,000)	(500,000)	-	-	-	-	-	-	-

Budget Details

Objects	Comments	Object Subtotals	2023 Budget
Funding Source			
010 Property Tax Revenue			
010.000-Property Taxes	Capital Tax allocation	-	-
Total			
099 Use of Fund Balance/Reserves			

Project Scenario Summary

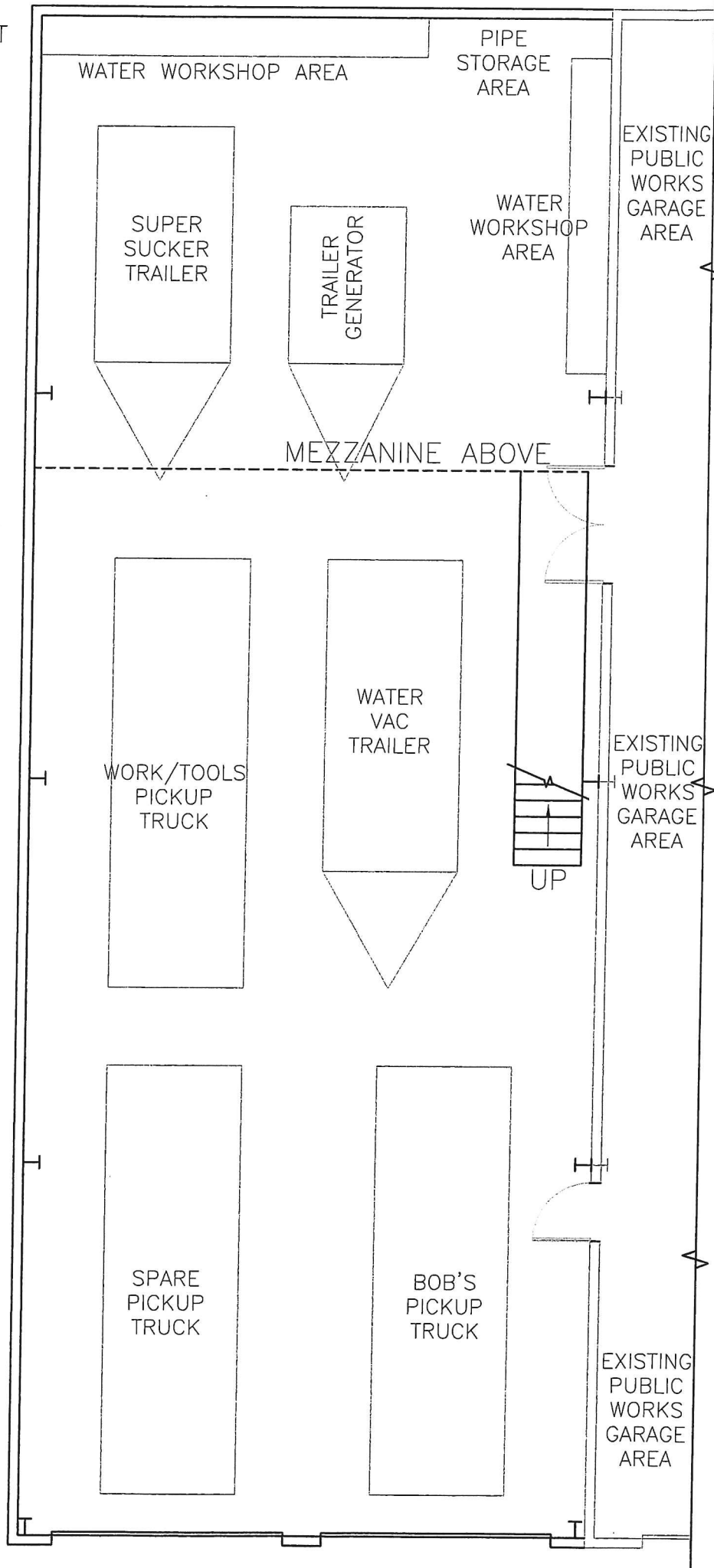
41-15.001 - Highway Garage Area Improvements/Public Works Office

Report data returned based on the user's security permissions.

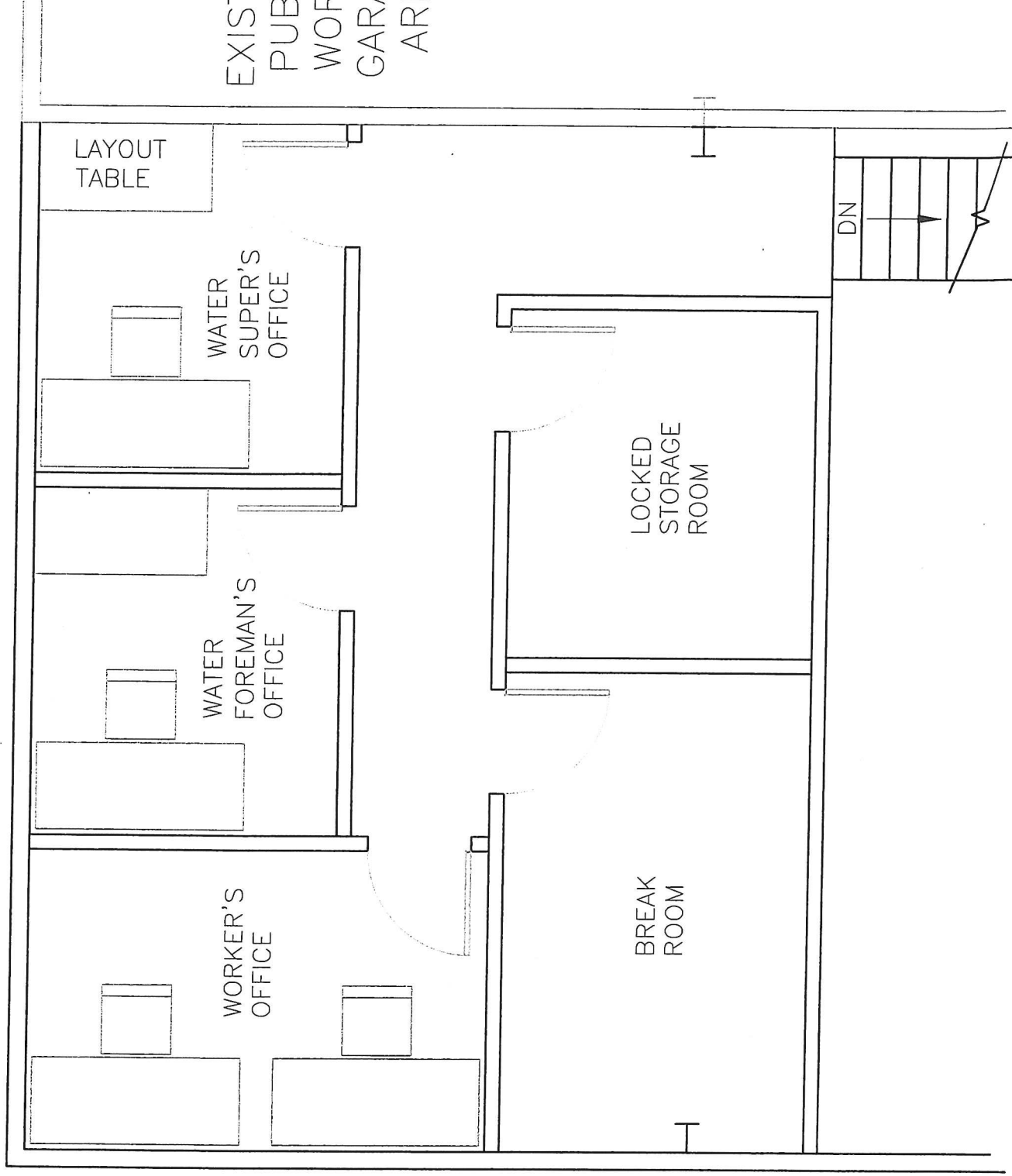
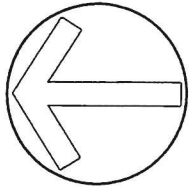
Objects	Comments	Object Subtotals	2023 Budget
099.000-Use of Fund Balance/Reserves	Balance est. 11/24 /21		15,263
Total			15,263
Total Funding Source			15,263
Expenditure			
700 Capital or Property Objects			
00-00-730.002-EJRP Buildings &			-
41-15-730.001-Highway Garage Improvements	Adding 2 bays onto the existing highway garage. T	-	
41-15-730.001-Highway Garage	Fix rusting siding near ground	-	
41-15-730.001-Highway Garage Improvements	Renovate existing water/sewer maintenance bldg int	-	
Total			-
Total Expenditure			-
Net Total			-
			15,263

Budget Multi Year Forecast Graph

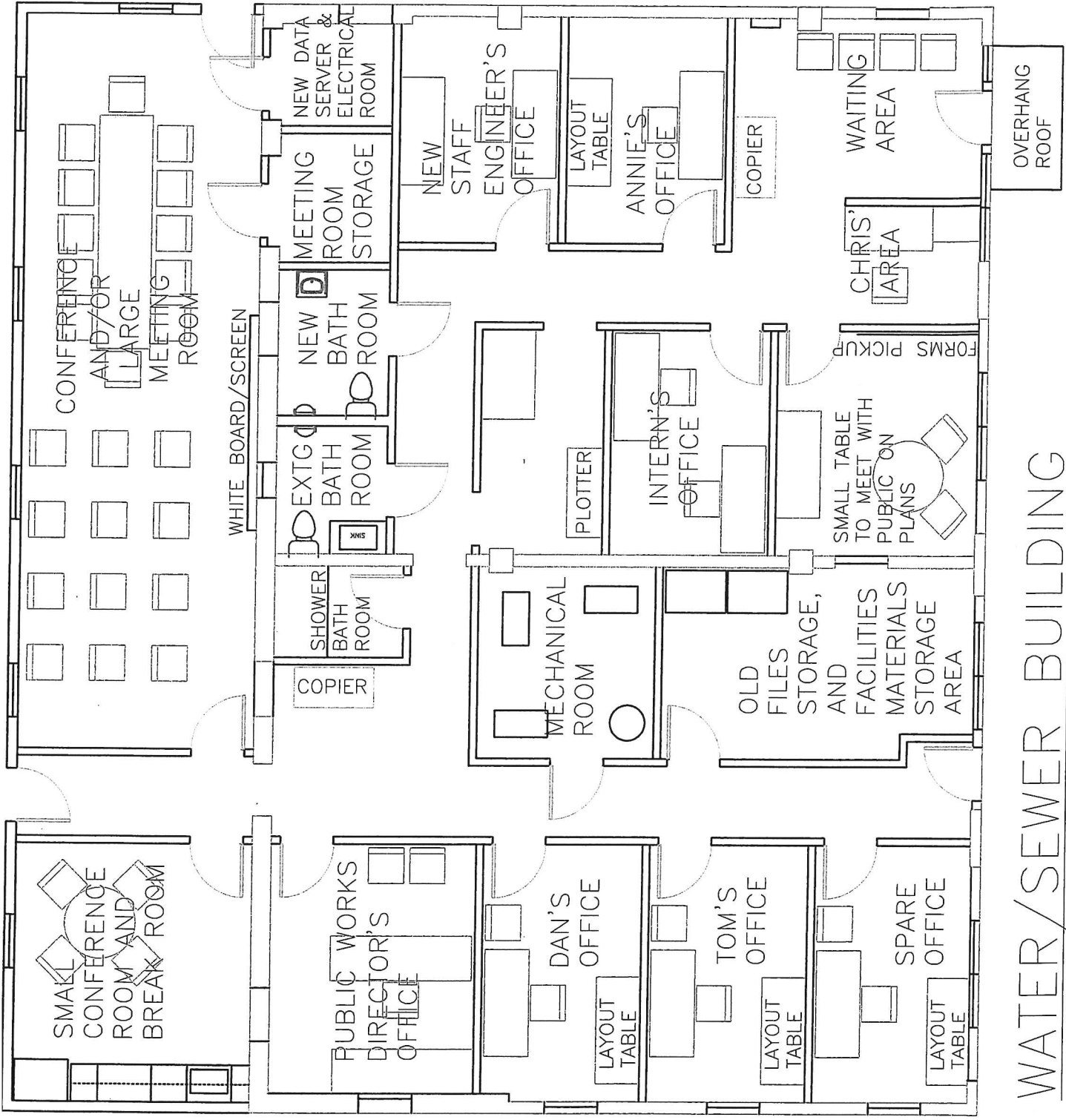
PROJECT
NORTH



PROJECT
NORTH



MEZZANINE AREA



WATER/SEWER BUILDING RENOVATION OFFICE PLAN

Project Scenario Summary

41-11.001 - Library Building

Report data returned based on the user's security permissions.

Project Number	41-11.001	Title	Library Building	Lock Status	Unlocked
Asset Type	730.000 - Buildings and Improvements	Department	35 - Essex Free Library - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description					
Comments					

Justification
Normal operating budgets have not provided sufficient funding to perform needed long-term renovation/maintenance. The front brick on the library needs immediate repair/reconstruction. The back entrance canopy is to protect the handicap walkway from snow, water and ice buildup which makes it unusable in the winter. This issue is being addressed in FY22

Scenario Details

Budget Year	2023	Name	41-11.001 - Library Building: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	8,000	13,623	(5,623)
2023	35,000	39,000	(4,000)
	43,000	52,623	(9,623)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	-	12,000	-
093.000-Transfer between projects	-	-	35,000
099.000-Use of Fund Balance/Reserves	146.46%	1,623	4,000
Total Funding Source	186.28%	13,623	39,000
Expenditure			
41-11-730.001-Library Renovations	337.5%	8,000	35,000
Total Expenditure	337.5%	8,000	35,000

Dec 06, 2021 03:23 PM (UTC)

Project Scenario Summary

Project Scenario Summary

41-11.001 – Library Building

Report data returned based on the user's security permissions.

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
093.000-Transfer between projects	35,000	-	-	-	-	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	4,000	-	-	-	-	-	-	-	-	-
Total Funding Source	39,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
41-11-730.001-Library Renovations	35,000	-	-	-	-	-	-	-	-	-
Total Expenditure	35,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	4,000	-	-	-	-	-	-	-	-	-

Budget Details

Objects	Comments	Object Subtotals	2023 Budget
Funding Source			
010 Property Tax Revenue			
010.000-Property Taxes	Capital tax allocation	-	-
Total		-	-
Non-Operating Revenues			
093.000-Transfer between projects	Transfer from Undesignated	35,000	35,000
Total		35,000	35,000
099 Use of Fund Balance/Reserves			
099.000-Use of Fund	Balance est. 11/24/21	4,000	4,000
Total		4,000	4,000
Total Funding Source		39,000	39,000

Project Scenario Summary

41-17.001 - Memorial Hall

Report data returned based on the user's security permissions.

Project Number	41-17.001	Title	Memorial Hall	Lock Status	Unlocked
Asset Type	730.000 - Buildings and Improvements	Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			

Regions

Description Long term project is to add 1200 sq ft structure to the rear of the building for program space, restrooms and storage ~ \$380k
Short term projects include HVAC work \$25k, address safety of front entrance \$8k. We are seeking capital funds from the 2 cents taxes of \$2000.00 to bring this account from the negative deficit to the positive side. Until separation is finalized, there is no need to spend any money on this building at this time. We are monitoring the floor at the inner wall (wall between the Lobby and the main meeting room) to verify that the wall is not sagging.

Comments At this time, no new expenditures are needed at this time. But we are monitoring the inner wall to make sure that that wall is not starting to sag. If we find that it is sagging, due to inadequate underfloor support; we will need monies in the future to be able to properly shore up the floor structure.

Justification Building has been fixed up in the past to an acceptable level.

Scenario Details

Budget Year	2023	Name	41-17.001 - Memorial Hall: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description

Comments

Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	12,781	(12,781)
2023	2,000	741	1,259
	2,000	13,522	(11,522)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	-	-	2,000
099.000-Use of Fund Balance/Reserves	(109.85)%	12,781	(1,259)
Total Funding Source	(94.2)%	12,781	741

Project Scenario Summary

41-17.001 - Memorial Hall

Report data returned based on the user's security permissions.

Object	Percent Change	2022 Amount	2023 Amount
Expenditure			
41-17-730.001-Mem Hall/Powell Roof	-	-	2,000
Total Expenditure		-	2,000

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
010.000-Property Taxes	2,000	-	-	-	-	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	(1,259)	-	-	-	-	-	-	-	-	-
Total Funding Source	741	-	-	-	-	-	-	-	-	-
Percent Increase	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
41-17-730.001-Mem Hall/Powell Roof	2,000	-	-	-	-	-	-	-	-	-
Total Expenditure	2,000	-	-	-	-	-	-	-	-	-
Percent Increase	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	(1,259)	-	-	-	-	-	-	-	-	-

Budget Details

Objects	Comments	Object Subtotals	2023 Budget
Funding Source			
010 Property Tax Revenue			
010.000-Property Taxes	Capital Tax Allocation		2,000
Total			2,000
099 Use of Fund Balance/Reserves			
099.000-Use of Fund	balance est. 11/24/21		(1,259)
Total			(1,259)
Total Funding Source			741

Project Summary

41-10.001 - Energy Saving Projects

Project Number	41-10.001	Title	Energy Saving Projects	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town		
Start Date		Completion Date		Year Identified	
Manager		Partner			
Regions					
Description	This fund helps to fund any energy projects that come up either from the Energy Committee of from the Facility Manager. Fund helps us to replace lights with LED lighting, or to replace old mechanical equipment with more modern energy efficient equipment. This is a revolving fund from year to year.				
Comments					
Justification					

Scenario Details

Budget Year	2023	Name	41-10.001 - Energy Saving Projects: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	10,876	(10,876)
2023	-	14,300	(14,300)
	-	25,176	(25,176)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	25%	4,000	5,000
093.000-Transfer between projects	-	(7,000)	-
099.000-Use of Fund Balance/Reserves	(32.98)%	13,876	9,300
Total Funding Source	31.48%	10,876	14,300

Project Forecast

Nov 29, 2021 03:00 PM (UTC)

Project Summary

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
010.000-Property Taxes	5,000	-	-	-	-	-	-	-	-	-
099.000-Use of Fund	9,300	-	-	-	-	-	-	-	-	-
Balance/Reserves										
Total Funding Source	14,300	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Project Summary

40-10.004 - Historic Water Tower

Project Number	40-10.004	Title	Historic Water Tower	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town		
Start Date		Completion Date		Year Identified	2010
Manager		Partner			
Regions					

Description Structural analysis as done in FY10 revealed structural support problems with the tower stairs and a long term need for increased maintenance. Problems with the roof were revealed in an FY17 study. Selectboard has placed this project on hold. Community historic society is also fundraising.

Comments We have found out in the summer of 2021 that if the roof were fixed, that then the Historical Society would be able to gain more grants to fix up the rest of the building. We know that the Selectboard has put this project on hold, but given the new information about repairing the roof and windows; gains the Historical Society more leverage in support of grant money in the future.

Justification

Scenario Details

Budget Year	2023	Name	40-10.004 - Historic Water Tower: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description

Comments

Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	74,168	(74,168)
2023	-	119,168	(119,168)
	-	193,336	(193,336)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	350%	10,000	45,000
099.000-Use of Fund Balance/Reserves	15.58%	64,168	74,168
Total Funding Source	60.67%	74,168	119,168

Project Forecast

Nov 29, 2021 03:00 PM (UTC)

Project Summary

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
010.000-Property Taxes	45,000	-	-	-	-	-	-	-	-	-
099.000-Use of Fund	74,168	-	-	-	-	-	-	-	-	-
Balance/Reserves										
Total Funding Source	119,168	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%



PO Box 8388, Essex, Vermont 05451

October 25, 2021

TO: Town of Essex Selectboard

FROM: Essex Community Historical Society Board of Directors

RE: Request for Funding in FY23 Town Capital Fund Budgets

The Essex Community Historical Board is requesting **\$50,000** in the Capital Fund Budget for the Fort Ethan Allen Water Tower restoration.

As stated in previous annual requests, the request for the Capital Fund Budget for the Fort Ethan Allen Water Tower restoration is in accordance with the Town Plan Goal 1b: The historic, cultural, and visual qualities of Fort Ethan Allen are preserved. It is also in accordance with Specific Policy 3(S)8: the adaptive reuse of historic structures shall be encouraged (when restored the Tower will be adapted for student education and as a destination for tourists). To date, we have raised \$20,838 including two historic preservation grants. Together with the \$75,000 already in the Capital Budget for the Tower, we have \$95,838 for the Tower restoration.

Estimates for the total cost for repair of the roof and the windows is \$140,000. Cost for repair of the roof only is \$125,000. The cost of the window repair is an additional \$15,000-\$20,000 if done separately from the roof.

As mentioned previously, the community has shown support for this project by many people donating small amounts of money. However, we need an individual or individuals who will contribute several thousands of dollars to make the completion of this project possible. With our limited fund raising expertise and volunteer hours, ECHS does not have the capacity to search out and contact these individuals.

And, we are currently at a standstill in grant funding. We have been told by several granting agencies that they will not give us funding until we have enough cash on hand to cover the cost of the project minus their grant. In addition, one of the granting agencies has told us that they will not even review our request for funding until the roof is repaired.

The condition of the roof continues to deteriorate and the cost of repairs continues to increase. We feel that it is imperative that we have the funds available to allow us to complete the repairs on the roof and the windows during the 2022 construction season. Therefore, we are requesting \$50,000 in the capital budget. This amount will allow us to do the roof and window repairs next summer.

There is one grant funding source that has indicated that they would consider giving us up to \$20,000 if we were close to having enough funds to complete the project minus their \$20,000. Their application period is in June, and if we could show that we had sufficient funds earmarked for the Tower, we could apply for this grant and perhaps receive \$20,000. If we got this grant, we would have some funds left after the roof and windows are repaired as a start on repairing the stairs.

Thank you for your consideration of our request. Please contact us if you need further information.

Project Scenario Summary

41-24.001 - Tree Farm Improvements

Report data returned based on the user's security permissions.

Project Number	41-24.001	Title	Tree Farm Improvements	Lock Status	Unlocked
Asset Type	730.000 - Buildings and Improvements	Department	30 - EPR - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			

Description
The existing buildings at the Tree Farm are in various stages of disrepair. Other than the large garage/storage building used for storage of records and equipment, there is no defined plan to utilize the site or the buildings. It is recommended that a committee be formed to determine uses for the site before more funds are expended to repair or demolish existing buildings or build new ones. The residential house needs to be completely redone with extensive interior work and a new roof, new water and sewer systems est. at \$250K. The large storage buildings needs a new roof and paint.

Comments
If a use cannot be found for the build justifying the expense of reconstruction, then it is recommended that action be started to obtain approval from the State Historic reservation Office to tear it down as well as the garages to the rear of the building. Because of the high probability of asbestos onsite, the cost for removal is likely to be on the order of \$50,000.

Justification

Scenario Details

Budget Year	2023	Name	41-24.001 - Tree Farm Improvements: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description
Comments
Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	11,000	23,526	(12,526)
2023	27,000	27,791	(791)
	38,000	51,317	(13,317)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	-	20,000	-
099.000-Use of Fund Balance/Reserves	688.17%	3,526	27,791
Total Funding Source	18.13%	23,526	27,791

Project Scenario Summary

41-24.001 - Tree Farm Improvements

Report data returned based on the user's security permissions.

Object	Percent Change	2022 Amount	2023 Amount
Expenditure			
41-24-730.001-Tree Farm Improvements	145.45%	11,000	27,000
Total Expenditure	145.45%	11,000	27,000

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
093.000-Transfer between projects	-	50,000	-	-	-	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	27,791	-	-	-	-	-	-	-	-	-
Total Funding Source	27,791	50,000	-	-	-	-	-	-	-	-
Percent Increase	79.91%	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
41-24-730.001-Tree Farm Improvements	27,000	50,000	-	-	-	-	-	-	-	-
Total Expenditure	27,000	50,000	-	-	-	-	-	-	-	-
Percent Increase	85.19%	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	791	-	-	-	-	-	-	-	-	-

Budget Details

Objects	Comments	Object Subtotals	2023 Budget
Funding Source			
010 Property Tax Revenue			
010.000-Property Taxes	Capital Tax allocation	-	-
Total		-	-
Non-Operating Revenues			
093.000-Transfer between projects	Use of Undesignated	-	-
Total		-	-
099 Use of Fund Balance/Reserves			

Project Scenario Summary

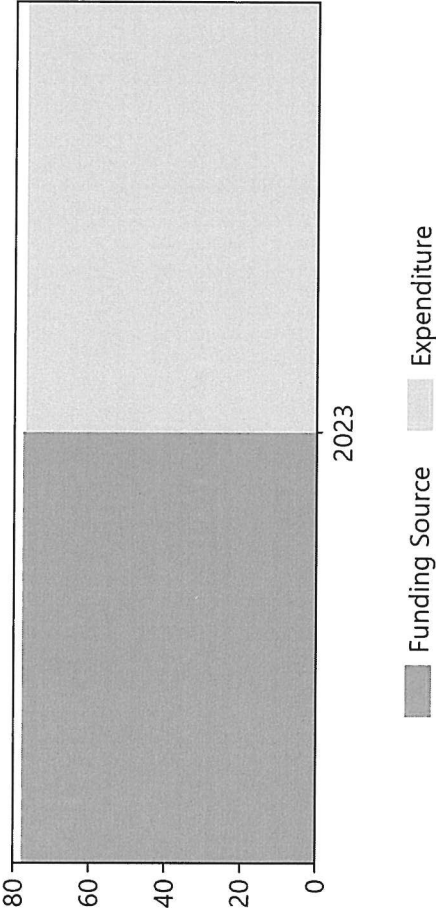
41-24.001 - Tree Farm Improvements

Report data returned based on the user's security permissions.

Objects	Comments	Object Subtotals	2023 Budget
099.000-Use of Fund	Balance est. 11/24/21		27,791
Total			27,791
Total Funding Source			27,791
Expenditure			
700 Capital or Property Objects			
41-24-730.001-Tree Farm			27,000
Total			27,000
Total Expenditure			27,000
Net Total			791

Budget Multi Year Forecast Graph

Expenditure vs Funding Source (In Thousands)



Budget Pie Charts

Project Summary

12-10.001 - Clerk Records Preservation

Project Number	12-10.001	Title	Clerk Records Preservation	Lock Status	Unlocked
Asset Type	740.000 - Improvements other than buildings	Department	12 - Clerk - Town	Year Identified	2019
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Restore permanent records stored in the old vault at 2 Lincoln; some records preservation funds are available to support the project but won't pay for all of it.				

FY20 Records Preservation balance was \$146,148.37 and we added \$108,845 to that balance in FY21 for an estimated 6/30/21 available balance of \$257,162 which would be sufficient to cover the quoted \$233k for this project but would completely deplete the records preservation fund.

Will get an updated quote from the vendor with a three year phased approach - this will allow us to get started on the required project while continuing to monitor the volume of preservation funds coming in in an effort to not deplete the fund entirely out of the gate.

Comments
Justification

Scenario Details

Budget Year	2023	Name	12-10.001 - Clerk Records Preservation: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description
Comments
Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2023	85,000	85,000	-
	85,000	85,000	-

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	-	-	85,000
Total Funding Source		-	85,000

Project Summary

Object	Percent Change		2022 Amount		2023 Amount	
Expenditure						
570.023-Records Preservation	-		-		85,000	
Total Expenditure			-		85,000	
Project Forecast	2023	2024	2025	2026	2027	2028
Object						
Funding Source						
099.000-Use of Fund Balance/Reserves	85,000	85,000	85,000	-	-	-
Total Funding Source	85,000	85,000	85,000	-	-	-
Percent Increase	0.00%	0.00%	0.00%	(100.00%)	0.00%	0.00%
Expenditure						
570.023-Records Preservation	85,000	85,000	85,000	-	-	-
Total Expenditure	85,000	85,000	85,000	-	-	-
Percent Increase	0.00%	0.00%	0.00%	(100.00%)	0.00%	0.00%
Net Total	-	-	-	-	-	-

Project Summary

41-13.001 - Essex Police Station

Project Number	41-13.001	Title	Essex Police Station	Lock Status	Unlocked
Asset Type	730.000 - Buildings and Improvements	Department	41 - Buildings - Town	Year Identified	2023
Start Date		Completion Date			
Manager		Partner			
Regions					

Description

When this building was built - it was built with a LEED type of certification in mind. This LEED certification meant that there were certain items that needed to be adhered to in order to achieve this type of building certification. One of the LEED items is to reduce the amount of electricity in the building. One way was to eliminate the hot gas bypass feature for the heat pumps. That feature would have helped to reduce the amount of humidity in the building, or at least control it better. Presently without out that feature, humidity climbs in the building and there is no way to get rid of the excess humidity until the weather breaks. This feature was one of the features of LEED that we achieved. We achieved the LEED certification with, but we eliminated our comfort level. In other words, we can control the temperature only so far; before we sacrifice that temperature comfort.

Comments

Another area that was overlooked was when the security windows were put in behind the main windows, there was no way for that space to be cleaned. And now more recently, we have seen that that space clouds up. It clouds up from condensation, which is caused by the main window doing its job of keeping the outside temperature out, but the building temperature creates a condition when the temperature of the glass is cooled and comes into contact with that warm, humid air on the inside of the building. The design engineer has come forward and we are replacing one unit in the building. Right now it is the worst case unit. This unit serves the Dispatch area. Another case, the Architect agreed to pay for one window to have a pass through passive ventilation put in. We choose one of the Chief's window and that window never condensed up.

Justification

We are also replacing all of the thermostats in the building since upon changing temperature control contractors, we found that the thermostats were never really controlling the building. They were just controlling their respective heat pump. This individual control then did not help the building control as the individual thermostats really didn't talk to the main building controls. We have replaced 4 thermostats already, and we have found those 4 areas to have a little bit better control. So with the capital amount we are requesting, we need to finish the ventilation on the windows for the rest of the 21 windows. With the rest of the money, we want to finish changing out all of the rest of the thermostats in the building.

Scenario Details

Budget Year	2023	Name	41-13.001 - Essex Police Station: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description

Comments

Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2023	50,000.	-	50,000
	50,000	-	50,000

Prior Year Comparison

Nov 29, 2021 03:00 PM (UTC)

Project Summary

Project Summary

Object
Expenditure
41-13-730.001-Police Facility
Total Expenditure

Percent Change	2022 Amount	2023 Amount
-	-	50,000
	-	50,000

Project Forecast

Object
Expenditure
41-13-730.001-Police Facility
Total Expenditure
Percent Increase

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
50,000		-	-	-	-	-	-	-	-	-
50,000		-	-	-	-	-	-	-	-	-
	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Project Summary

41-10.002 – Building/Facilities Needs Study

Project Number	41-10.002	Title	Building/Facilities Needs Study	Lock Status	Unlocked
Asset Type	730.000 - Buildings and Improvements	Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Analysis for Public Works, Parks and Rec, and Fire. Study to be performed in FY19 with \$10,000 in Village funds supporting the work (will be transferred in FY20). Anticipated need for \$25k to continue into the 2nd phase of the study				
Comments					
Justification					

Scenario Details

Budget Year	2023	Name	41-10.002 - Building/Facilities Needs Study: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	16,068	(16,068)
2023	-	1,483	(1,483)
	-	17,551	(17,551)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	(90.77)%	16,068	1,483
Total Funding Source	(90.77)%	16,068	1,483

Project Forecast

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099.000-Use of Fund Balance/Reserves	1,483	-	-	-	-	-	-	-	-	-
Total Funding Source	1,483	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Project Scenario Summary

41-12.001 - Fire Dept. Building

Report data returned based on the user's security permissions.

Project Number	41-12.001	Title	Fire Dept. Building	Lock Status	Unlocked
Asset Type	730.000 - Buildings and Improvements	Department	25 - Fire - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Accumulation of funds to address issues with aging building. FY23 - Begin conceptual design work and determine possible site location(s) for new fire station. Fire station would be approx. \$5m (bond).				
Comments	This building is identified under the Buildings/Facilities Needs Study project. Building is too small. Programming of and for a new building requires more office space, staff quarters, and for the future needs of a limited staffed facility. Building needs a bigger foot print for the apparatus that would serve the Town of Essex and mutual aid to other communities. Building that would be built is programmed out as a 50 year investment.				
Justification	We need to start (FY23-FY24) the design portion of this new building so that we can determine where a new fire station can be placed instead of the current location. Current station as determined in the Buildings/Facilities Needs Study is too small for our growing needs to serve the safety and proper fire protection for the Town of Essex. By properly having a station of such strength, allows all of our home owner's insurance rates to go down. By starting this process now, we will be able to get to design documents for the exact size of the building within 2 to 3 years after this process. Then funding, and voting on the bond 1 to 2 years after the design phase.				

Scenario Details

Budget Year	2023	Name	41-12.001 - Fire Dept. Building: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	15,000	22,000	(7,000)
2023	10,000	27,785	(17,785)
	25,000	49,785	(24,785)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	(33.33)%	15,000	10,000
093.000-Transfer between projects	-	7,000	-

Project Scenario Summary

41-12.001 - Fire Dept. Building

Report data returned based on the user's security permissions.

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
099.000-Use of Fund Balance/Reserves										
Total Funding Source										
Expenditure										
41-12-730.001-Fire Station Buliding										
Total Expenditure										
Percent Change										
099.000-Use of Fund Balance/Reserves										
Total Funding Source										
Percent Increase										
Expenditure										
41-12-730.001-Fire Station Buliding										
950.000-Principal on Long Term Debt										
Total Expenditure										
Percent Increase										
Net Total										

Budget Details	Comments	Object Subtotals	2023 Budget
Objects			
Funding Source			
010 Property Tax Revenue			
010.000-Property Taxes	Capital Tax allocation		10,000
Total			10,000
091 Transfer between funds (as revenue)			

Project Scenario Summary

41-12.001 - Fire Dept. Building

Report data returned based on the user's security permissions.

Objects	Comments	Object Subtotals	2023 Budget
091.000-Transfer between funds			-
Total			-
Non-Operating Revenues			
093.000-Transfer between projects	Transfer from Energy Savings projects for lighting		-
Total			-
099 Use of Fund Balance/Reserves			
099.000-Use of Fund	Balance Est. 11/24/21		17,785
Total			17,785
Total Funding Source			27,785
Expenditure			
700 Capital or Property Objects			
41-12-730.001-Fire Station Buliding	Needs and design survey for new fire/public safety	10,000	
41-12-730.001-Fire Station Buliding	Upgrade Lighting	-	
Total			10,000
950-975 Debt Service			
950.000-Principal on Long Term	Estimated P&I on a 20 year bond at 4%		-
Total			-
Total Expenditure			10,000
Net Total			17,785

Budget Multi Year Forecast Graph

Project Scenario Summary

AUTO - 115 - New Salt Shed

Report data returned based on the user's security permissions.

Project Number	AUTO - 115	Title	Lock Status	Year Identified	2026
Asset Type	730.000 - Buildings and Improvements	Department	Unlocked		
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	The current salt shed for the Town Public Works has started to produce some cracks in the concrete lower walls. It has been observed that the lower concrete walls have produced some cracks in them. With salt being stored there, and now cracks starting the salt will start to make those cracks get bigger over time. Also we are seeing that the cost of salt is less expensive to buy in bulk in the summertime. But given that the existing salt shed is of a certain size, we can only buy, and store so much.				
Comments	Justification for this project is that if we do nothing, the current cracks in the concrete walls will give bigger, and the salt shed will fall down on itself. Also, by building a bigger salt shed, when we pre-buy in the summer, we will now be able to buy more and save money over time.				
Justification					

Scenario Details

Budget Year	2023	Name	Lock Status	Unlocked
Project Status	Project Entry	AUTO - 115 - New Salt Shed: Main	Active	Yes
Description				
Comments				
Justification				

Annual Totals

No data found for the selected parameters and user's security permissions.

Prior Year Comparison

No data found for the selected parameters and user's security permissions.

Project Forecast

Dec 08, 2021 01:17 PM (UTC)

Project Scenario Summary

Project Scenario Summary

AUTO - 115 - New Salt Shed

Report data returned based on the user's security permissions.

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Expenditure										
41-20-730.000-Buildings & Improvements	-	-	-	750,000	-	-	-	-	-	-
Total Expenditure	-	-	-	750,000	-	-	-	-	-	-
Percent Increase	0.00%	0.00%	0.00%	100.00%	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%

Budget Details		Object Subtotals		2023 Budget
Objects	Comments			
Expenditure				
700 Capital or Property Objects				
41-20-730.000-Buildings & Improvements	The current Salt shed walls are starting to fail.			
Total				
Total Expenditure				
Net Total				

Budget Multi Year Forecast Graph

Project Scenario Summary

AUTO - 108 - New Sand Hill Park Main Office Bldg & Support Bldgs

Report data returned based on the user's security permissions.

Project Number	AUTO - 108	Title	New Sand Hill Park Main Office Bldg & Support Bldgs	Lock Status	Unlocked
Asset Type	730.000 - Buildings and Improvements	Department	30 - EPR - Town		
Start Date		Completion Date		Year Identified	2023
Manager		Partner			
Regions					

Description

This project is to bring the identity of the Sand Hill Park to the level that Maple Street Park has become. If there needs to be 2 separate pools, and offices, and Sand Hill Park is the place to do that. With the evacuation of the EPR staff from Maple Street Park office building, the EPR staff has inadequate staff office facilities and indoor recreation space. They have temporarily moved back into 81 Main Street, but their main focus should be at Sand Hill Park. There are 3 phases to this project. First phase would be to create the main office building (5 offices and conference room) with a small (~2000 square foot) program space area. Second phase would be to create a gym building addition. Third phase would be to create a new enclosed pool and kiddy pool area, for year round swimming and pool time. Along with the third phase, the existing pool building and pool would be demolished and made way for a new parking lot.

Comments

Justification

With EPR made to separate from EJPR, EPR has no identity within the Town, no real office space, and they now do not have a place to do any of their programs. A gym, because the area is in need of another gym space for any big indoor play area. Also the main pool is 40 years old, and we do not know how much longer it will stay together without much major repair. At this point, the pool contractor has indicated that the pool MAY have about 10 years left in its function. By doing this type of complex, it would elevate EPR into a functional community recreational destination, all while updating our facilities that are so deseparately needed.

Scenario Details

Budget Year	2023	Name	AUTO - 108 - New Sand Hill Park Main Office Bldg & Support Bldgs: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description

Comments

Justification

Annual Totals

No data found for the selected parameters and user's security permissions.

Prior Year Comparison

No data found for the selected parameters and user's security permissions.

Dec 08, 2021 02:53 PM (UTC)

Project Scenario Summary

Project Scenario Summary

AUTO - 108 - New Sand Hill Park Main Office Bldg & Support Bldgs

Report data returned based on the user's security permissions.

Project Forecast

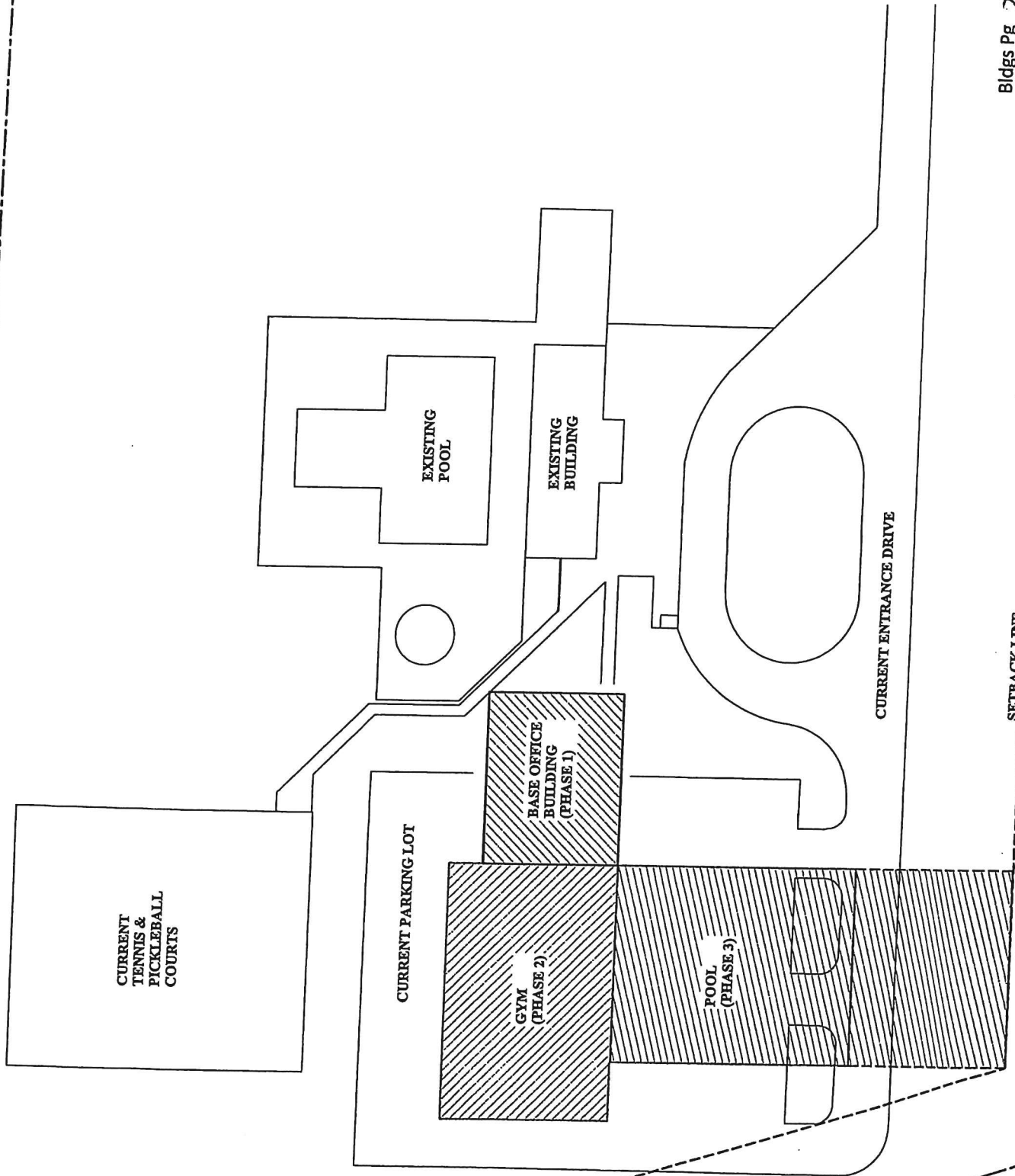
Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Expenditure										
41-20-730.000-Buildings & Improvements	-	1,000,000	-	1,800,000	-	-	5,000,000	-	-	-
Total Expenditure	-	1,000,000	-	1,800,000	-	-	5,000,000	-	-	-
Percent Increase		100.00%	(100.00%)	100.00%	(100.00%)	0.00%	100.00%	(100.00%)	0.00%	0.00%

Budget Details

Objects	Comments	Object Subtotals	2023 Budget
Expenditure			
700 Capital or Property Objects			
41-20-730.000-Buildings & Improvements	Phase 1 - to Build the main office and program spa	-	-
41-20-730.000-Buildings & Improvements	Phase 2 - build gym	-	-
41-20-730.000-Buildings & Improvements	Phase 3 - build pool and demo	-	-
Total			-
Total Expenditure			-
Net Total			-

Budget Multi Year Forecast Graph

PROPERTY LINE



SETBACK LINE

PROPERTY LINE

HIGHWAYS

Project Scenario Summary

40-10.008 - Road Reconstruction

Report data returned based on the user's security permissions.

Project Number	40-10.008	Title	Road Reconstruction	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	2023
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Reconstruction of priority paved roads and intersections, a multi-year reconstruction program to restore existing priority paved streets to an acceptable level and improve intersections. Reference the 2014 Highway Transportation Management Plan and the 2019 Road Analysis by CCRPC				
Comments	A Class 2 Paving grant will be requested from VTRANS t in the maximum allowable amount (\$175,000 in grants and \$45,000 in local share for a total expenditure in FY23 of \$225,000.				
Justification	he work will be done on Susie Wilson Road and if possible Kellogg Road.				

Scenario Details

Budget Year	2023	Name	40-10.008 - Road Reconstruction: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	280,000	372,225	(92,225)
2023	225,000	507,663	(282,663)
	505,000	879,888	(374,888)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	-	150,000	150,000
041.000-Intergov: State and Other Grant	16.67%	150,000	175,000
093.000-Transfer between projects	-	1,349	-
099.000-Use of Fund Balance/Reserves	157.72%	70,876	182,663
Total Funding Source	36.39%	372,225	507,663

Project Scenario Summary

40-10.008 - Road Reconstruction

Report data returned based on the user's security permissions.

Object	Percent Change	2022 Amount	2023 Amount
Expenditure			
720.000-Infrastructure	(19.64)%	280,000	225,000
Total Expenditure	(19.64)%	280,000	225,000

Project Forecast	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Object										
Funding Source										
010.000-Property Taxes	150,000	-	-	-	-	-	-	-	-	-
041.000-Intergov: State and Other Grant	175,000	-	-	-	-	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	182,663	-	-	-	-	-	-	-	-	-
Total Funding Source	507,663	-	-	-	-	-	-	-	-	-
Percent Increase	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
720.000-Infrastructure	225,000	-	-	-	-	160,000	170,000	170,000	170,000	180,000
Total Expenditure	225,000	-	-	-	-	160,000	170,000	170,000	170,000	180,000
Percent Increase	(100.00%)	0.00%	0.00%	0.00%	0.00%	100.00%	6.25%	0.00%	0.00%	5.88%
Net Total	282,663	-	-	-	-	(160,000)	(170,000)	(170,000)	(170,000)	(180,000)

Budget Details	Comments	Object Subtotals	2023 Budget
Objects			
Funding Source			
010 Property Tax Revenue			
010.000-Property Taxes	Capital Tax allocation		150,000
Total			150,000
040-042 Intergovernmental			
041.000-Intergov: State and Other	Class 2 Paving Grant		175,000
Total			175,000
Non-Operating Revenues			

Project Scenario Summary

40-10.008 - Road Reconstruction

Report data returned based on the user's security permissions.

Objects	Comments	Object Subtotals	2023 Budget
093.000-Transfer between projects	Transfer from Woodlands Stub Road - completed	-	-
Total		-	-
099 Use of Fund Balance/Reserves			
099.000-Use of Fund	Balance Est 11/24/21	225,000	182,663
Total			182,663
Total Funding Source			507,663
Expenditure			
700 Capital or Property Objects			
720.000-Infrastructure	Susie Wilson Road- a class 2 State paving grant w	225,000	
720.000-Infrastructure	Various paving projects. Reconstruction of priorit	-	
Total			225,000
Total Expenditure			225,000
Net Total			282,663

Budget Multi Year Forecast Graph

Road Resurfacing

An evaluation of actual paving costs on Town Projects from 2010 to 2015 provided a cost of approximately \$145,520 per mile to resurface a road with a 1.5-inch overlay of hot mix asphalt. In 2020, this number rose to \$162,000 per mile. From many published studies and work done by the Town, the Village and the CCRPC, the recommended time frame for re-doing a surface treatment is on the order of 15 to 20 years. With 53.76 miles of paved road and an 18-year life, approximately 2.99 miles of road should be resurfaced each year, not including road costs for more expanded treatment. At \$162,000 per mile and 2.99 miles. A minimum amount of \$484,380 should be expended each year.

Funds for paving come not only from the Operating Budget (this line item) but also from the Capital Paving Account and from Class 2 paving grants. These grants are usually obtained on a cycle of once every 3 to 4 years with a maximum dollar value of \$175,000. Over the past ten years, the following funds have been budgeted for paving projects.

Year	Operating Budget	Capital Budget	Total
FY13	\$128,000	\$293,000	\$421,000
FY14	\$131,000	\$293,000	\$424,000
FY15	\$131,025	\$272,000	\$403,025
FY16	\$145,922	\$227,000	\$372,922
FY17	\$165,000	\$167,000	\$332,000
FY18	\$173,350	\$146,000	\$319,350
FY19	\$178,000	\$145,000	\$323,000
FY20	\$185,000	\$155,000	\$340,000
FY21	\$245,000	\$155,000	\$400,000
FY22	\$279,000	\$150,000	\$429,000

Sub-Total = \$3,794,947

VTRANS Grants = \$350,000

Total = \$4,144,947

Average per Year = \$414,495

Over the past ten years, the annual amount budgeted in both the Operating and Capital Accounts have been insufficient to stay on an 18-year cycle. In effect, only about 2.5 miles can be repaved each year instead of the needed 2.99 miles.

In FY23, if the Capital fund contributes \$150,000 for major paving projects and an estimated \$45,000 (average per year) of VTRANS Grants can be obtained, then \$289,380 in paving funds are needed from the Operating Account. The budget amount requested in the Operating account is \$245,000 or approximately \$44,000 less than should be budgeted. This budget was reduced to \$245,000 due to the greater need to line and repair storm drains.

Projects completed using FY21 and FY22 funds or scheduled for paving in the spring using FY22 funds include:

Project	FY	Cost	Account	Status
Pinecrest Drive	21	\$55,876	Operating	Done
Woodlawn Drive	21	\$19,377	Operating	Done
Woodlawn Court	21	\$7,997	Operating	Done
Thistle Lane	21	\$17,282	Operating	Done
Saybrook Road	21	\$38,102	Operating	Done
Dartmor Court	21	\$21,958	Operating	Done
Essex Way (part)	21	\$69,445	Operating	Done
Tanglewood Drive (part)	21	\$21,744	Operating	Done
Old Stage Road	22	\$183,750	Capital	Done
Thompson Drive	22	\$74,870	Capital	Done
Towers Road (part)	22	\$83,832	Capital	Done
Sand Hill Road	22	\$142,400	Operating	Done
Other Projects to be determined in the spring depending on winter costs	22	To be determined depending on funding	Operating and Capital	Spring 2022

NOTE: A decision on what projects may be paved with remaining FY22 funds will not be made until late February or March of 2022. This allows for changes in road conditions over the winter that will need to be taken into consideration. The roads will be determined using the road condition index and engineering evaluation.

Memorandum

TO: Evan Teich, Unified Manager and the Selectboard/Trustees
FROM: Dennis Lutz, P.E., Public Works Director
DATE: 4 December 2019
SUBJECT: Road Paving in the Town and the Village

ISSUE: The issue is whether or not the two communities are budgeting sufficient revenues to cover road resurfacing costs?

DISCUSSION: During last year's annual Town meeting, a recommendation was made to increase the Town summer construction budget by \$100,000 to provide funds for added paving. Of this amount, \$1000 was allocated by the Selectboard to Human Services, \$35,800 was provided to the Village for paving and \$63,200 to the Town for paving. Both at the Town meeting and subsequently, questions have been raised as to what is the appropriate amount that should be budgeted in each community for this purpose and what is the process for deciding which roads get done first? This memorandum will attempt to address both these issues.

In 2017, the Town received a grant from the Chittenden Regional Planning Commission to complete a road inventory of both the Town and Village paved roads using the American Public Work Association PAVER software program to provide the data and information to each community to make decisions regarding road paving. In short, roads were identified by segments and each segment was evaluated and scored on a wide range of characteristics -- roughness, cracking, drainage, shoulders, rutting, pot holes and more. The field work and follow-up evaluation was done in both the Town and the Village by the following people: Chris Dubin (CCRPC), Dan Gregoire (Engineer - Town), Ricky Jones (Village PW Supt.), Ben Heath (P.E. - Hamlin Engineering), Richard Hamlin (P.E. - Hamlin Engineering), Aaron Martin (P.E. - Town Engineer) and Dennis Lutz (PE - Public Works Director).

The study produced a list of roads in each community with a Pavement Condition Index (PCI) rating for each segment. A PCI of 100 indicates a new road or recently paved road with little or no defects. On the APWA scale, a PCI of 0 to 10 is a failed road, 11-25 serious condition, 26-40 very poor, 41 to 55 poor, 56-70 fair, 71-85 satisfactory, and 86-100 good. The average of all roads in both communities was 56.41.

The PCI lists for the Town and the Village are attached. One list is the PCI numbers from when the study was done (2017 and 2018) and one from 2019 that shows how roads with low PCI's in 2017 and 2018 were repaved and moved to the 100 PCI level. The PCI index is one of the most important tools being used but not the only tool that is used to determine priority.

The list is not an "absolute" list? It is a guide and a tool. It does not automatically indicate that #1 on the list should be done before #7 on the list; however, it does indicate that a road with a relatively lower PCI of say 9 should be given priority over a road with a PCI of 50. However, there are other factors to be considered – the cost of the improvement is one. Do you spend \$200,000 to bring one road with a PCI of 5 up to 100 or 5 roads with PCIs of 20 up to 100? Do you balance the road work across the community or do you pave only roads in one area in a given year? Traffic volumes can impact the priority as well – do you pave a road with a PCI of 15 but only 500 cars a day before you pave a road with a PCI of 25 but with 5,000 cars a day? The latter will deteriorate faster than the prior road due to traffic impacts. Choosing the right roads to pave in a given year is a combination of science (PCI) and art (common sense and good judgement).

So far, the question regarding how roads are chosen for paving has generally been answered. What about the budget issues?

This has been studied from two very different perspectives – the PAVER/PCI analysis and the Simplified Funding Needs Approach.

The PAVER/PCI method uses the accumulated data and cost information provided by the Village and Town based on recent bids to develop a family of graphs that show the relationship between dollars spent and future PCI changes on a Town-wide and Village-wide basis. Please refer to the memo and graphs from the CCRPC. There is clear correlation that as funds go up, the average PCI goes up for budgets ranging from \$400,000 per year to \$600,000 per year in the Town and \$200,000 to \$400,000 in the Village. The memo is self-explanatory.

A secondary way to look at budgets and road needs is presented in a document entitled..."Simplified Calculation of Funding Needs for Paving in the Town and Village." This is an approach I have used previously to determine where paving budgets should be to meet long term needs. It is also self-explanatory. The numbers obtained from this methodology closely correlate with the PAVER/PCI method.

In summary, both methods lead to the same overall conclusion: the paving budget in the Village is close to or in the appropriate range; the Town's paving budget needs to be increased between \$60,000 and \$100,000 over current levels. This latter objective may not be possible in one year but needs to be the basis for upward movement of the paving budget over time to get to the budget number that is needed.

RECOMMENDATION: It is recommended that both the Selectboard and the Trustees utilize the information provided as guidance for future budget discussions on road paving issues.

SIMPLIFIED CALCULATION OF FUNDING NEEDS FOR PAVING IN THE TOWN AND VILLAGE

A quick estimate of the costs needed for resurfacing paved roads can be made under the following assumptions:

- 1) No new paved roads are added to the current inventory.
- 2) The effective life of a paved road in Vermont will vary on average from a low of 10 years to a high of 20 years before it will need resurfacing.
- 3) Some roads will need more work done than a ½ inch shim coat and a 1½ inch pavement overlay. However, if a pavement overlay is done before the road substantially deteriorates, it will last from 10 to 20 years. All costs in this memo assume 2 inches of asphalt overlay.
- 4) Communities should expect to get a \$150,000 Class 2 paving grant about every 3 to 5 years. Assume 2 grants in ten years, 3 grants in 15 years and 4 grants in 20 years.
- 5) All Class 1 roads will be paved by the State.
- 6) Assume a paving cost of \$84 per ton (the amount of the low bid in 2019).
- 7) If all the roads in the community were given a ½ inch shim coat and a 1.5 inch overlay today and all those roads could be delayed for a specified time frame, that cost divided by the assumed time frame would provide an approximate amount in current dollars needed to resurface all the roads in the community.

ESSEX JUNCTION

Mileage of Class 2 Roads = 2.006 miles and an assumed average width of 30 feet

Mileage of Class 3 Roads = 27.80 miles and an assumed average width of 28 feet

Current cost of paving all Essex Junction Roads = \$4,668,225

Repaving all roads	Cost per year in 2019 dollars
In 10 years (2 Class 2 grants)	\$436,823
In 12 years (3 Class 2 grants)	\$364,018
In 15 years (3 Class 2 grants)	\$290,215
In 18 years (3 Class 2 grants)	\$241,846
In 20 years (4 class 2 grants)	\$203,411

In effect, if you budgeted \$203,411 and its equivalent over time (assume a 2 to 3% increase per year), each road could expect an overlay once every 20 years. If on average the roads needed an overlay every 15 years, the amount needed would be \$290,215. In addition, this number does not include any costs for roads needing major repairs in 2019.

ESSEX

Mileage of Class 2 Roads = 10.02 miles and an assumed average width of 30 feet
 Mileage of Class 3 Roads = 42.48 miles and an assumed average width of 30 feet
 Current cost of paving all Town of Essex Roads = \$8,793,893

Repaving all roads	Cost per year in 2019 dollars
In 10 years (2 Class 2 grants)	\$849,389
In 12 years (3 Class 2 grants)	\$695,324
In 15 years (3 Class 2 grants)	\$556,259
In 18 years (3 Class 2 grants)	\$463,550
In 20 years (4 class 2 grants)	\$409,695

In effect, if you budgeted \$409,695 and its equivalent over time (assume a 2 to 3% increase per year), each road could expect an overlay about once every 20 years. If on average the roads needed an overlay every 15 years, the amount needed would be \$556,259. In addition, this number does not include any costs for roads needing major repairs in 2019.

Summary

In Vermont, the lifetime expectancy for repaving is generally between 15 and 18 years. For the Village, the paving amount in FYE21 should generally be between \$240,000 and \$290,000. In FYE20, the Village had a paving budget of approximately \$243,000.

For the Town, the amount should generally be between \$460,000 and \$555,000. In FYE20, the Town had a paving budget of \$245,000 in the Operating Budget and \$155,000 in the capital budget or \$400,000 total.

The Village appears to be in the appropriate range; the Town does not. The Town appears short by at least \$60,000.

Project Summary

40-10.009 - Gravel Roads Improvements

Project Number	40-10.009	Title	Gravel Roads Improvements	Lock Status	Unlocked
Asset Type	720.000 - Infrastructure	Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Gravel Road Improvements, 23 miles of Town gravel roads. Provide specific improvements to sections of gravel roads as outlined in the 2014 Town Highway Transportation Management Plan. Improvements will also be made to satisfy the newest MS4 storm water permit requirements.				
Comments					
Justification					

Scenario Details

Budget Year	2023	Name	40-10.009 - Gravel Roads Improvements: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	20,000	56,351	(36,351)
2023	20,000	54,931	(34,931)
	40,000	111,282	(71,282)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	-	10,000	10,000
099.000-Use of Fund Balance/Reserves	(3.06)%	46,351	44,931
Total Funding Source	(2.52)%	56,351	54,931
Expenditure			
40-10-720.002-Gravel Roads	-	20,000	20,000
Total Expenditure	-	20,000	20,000

Project Summary

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
010.000-Property Taxes	10,000	10,000	10,000	10,000	10,000	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	44,931	26,351	16,351	11,351	6,351	-	-	-	-	-
Total Funding Source	54,931	36,351	26,351	21,351	16,351	-	-	-	-	-
Percent Increase		(33.82%)	(27.51%)	(18.97%)	(23.42%)	(100.00%)	0.00%	0.00%	0.00%	0.00%
Expenditure										
40-10-720.002-Gravel Roads	20,000	20,000	15,000	15,000	10,000	10,000	10,000	10,000	10,000	10,000
Total Expenditure	20,000	20,000	15,000	15,000	10,000	10,000	10,000	10,000	10,000	10,000
Percent Increase		0.00%	(25.00%)	0.00%	(33.33%)	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	34,931	16,351	11,351	6,351	6,351	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)

Project Scenario Summary

40-10.100 - DESIGNATED FUNDS - VT15/Allen Martin Drive

Report data returned based on the user's security permissions.

Project Number	40-10.100	Title	DESIGNATED FUNDS - VT15/Allen Martin Drive	Lock Status	Unlocked
Asset Type	720.000 - Infrastructure	Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			

Description Intersection layout changes to provide for improved turning movements; future improvements include a turn lane on VT 15 and a traffic signal. Funding source is developer fees and State signal funds. Phase 1 of the work under the approved scoping plan was completed in FY22.

Comments
Justification

Scenario Details

Budget Year	2023	Name	40-10.100 - DESIGNATED FUNDS - VT15/Allen Martin Drive: Main	Lock Status	Unlocked
Project Status	Project Entry	Active			Yes

Description
Comments
Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	31,176	(31,176)
2023	-	87,033	(87,033)
	-	118,209	(118,209)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	179.17%	31,176	87,033
Total Funding Source	179.17%	31,176	87,033

Project Forecast

Project Scenario Summary

40-10.100 - DESIGNATED FUNDS - VT15/Allen Martin Drive

Report data returned based on the user's security permissions.

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099,000-Use of Fund Balance/Reserves	87,033	-	-	-	-	-	-	-	-	-
Total Funding Source	87,033	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Budget Details		
Objects	Comments	
Funding Source	Object Subtotals	2023 Budget
099 Use of Fund Balance/Reserves		
099,000-Use of Fund Balance/Reserves	Balance est. 11/24/21. This project was delayed d	87,033
Total		87,033
Total Funding Source		87,033
Net Total		87,033

Budget Multi Year Forecast Graph

Project Summary

40-10.101 - DESIGNATED FUNDS - West Sleepy Hollow Rd - Paving

Project Number	40-10.101	Title	DESIGNATED FUNDS - West Sleepy Hollow Rd - Paving	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	As development occurs along this Class 4 roadway, impact fees are paid toward paving. The account was completely spend plus a small amount from Town fund to payve a portion of the road. No more paving planned until sufficient additional impact fees are collected.				
Comments					
Justification					

Scenario Details

Budget Year	2023	Name	40-10.101 - DESIGNATED FUNDS - West Sleepy Hollow Rd - Paving: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description	
Comments	
Justification	

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	67,087	(67,087)
2023	-	67,087	(67,087)
	-	134,174	(134,174)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	-	67,087	67,087
Total Funding Source	-	67,087	67,087

Project Forecast

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099.000-Use of Fund Balance/Reserves	67,087	-	-	-	-	-	-	-	-	-
Total Funding Source	67,087	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Project Summary

40-10.102 - DESIGNATED FUNDS - West Sleepy Hollow Rd - Gravel

Project Number 40-10.102 **Title** DESIGNATED FUNDS - West Sleepy Hollow Rd - Gravel **Lock Status** Unlocked

Asset Type
Start Date
Manager
Regions
Description
Comments
Justification

Department
Completion Date
Partner
Year Identified

Developments on this road are required to pay an impact fee to cover some of the improvement costs for the added traffic on the gravel portion of the road.

Scenario Details

Budget Year 2023 **Name** 40-10.102 - DESIGNATED FUNDS - West Sleepy Hollow Rd - Gravel: Main **Lock Status** Unlocked

Project Status Project Entry **Active** Yes

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	3,000	12,585	(9,585)
2023	-	9,385	(9,385)
	3,000	21,970	(18,970)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	(25.43)%	12,585	9,385
Total Funding Source	(25.43)%	12,585	9,385
Expenditure			
720.000-Infrastructure	-	3,000	-
Total Expenditure		3,000	-

Project Summary

Project Forecast											
Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
Funding Source											
099.000-Use of Fund Balance/Reserves	9,385	-	-	-	-	-	-	-	-	-	-
Total Funding Source	9,385	-	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	

Project Summary

40-10.103 - DESIGNATED FUNDS - Susie Willson Corridor

Project Number	40-10.103	Title	DESIGNATED FUNDS - Susie Willson Corridor	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Funded through developer traffic impact fees to mitigate impacts to traffic in this area. Add radar controls on two signals, new controller and other improvements at the intersections of SW, Pinecrest and Joshua Way				
Comments					
Justification					

Scenario Details

Budget Year	2023	Name	40-10.103 - DESIGNATED FUNDS - Susie Willson Corridor: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	-	-
2023	-	2,737	(2,737)
	-	2,737	(2,737)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
093.000-Transfer between projects	-	41,850	-
099.000-Use of Fund Balance/Reserves	(106.54)%	(41,850)	2,737
Total Funding Source		-	2,737

Project Forecast

Nov 29, 2021 03:00 PM (UTC)

Project Summary

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099.000-Use of Fund										
Balance/Reserves	2,737	-	-	-	-	-	-	-	-	-
Total Funding Source	2,737	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Project Summary

40-10.106 - DESIGNATED FUNDS - Town Center Traffic Improvements

Project Number	40-10.106	Title	DESIGNATED FUNDS - Town Center Traffic Improvements	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Developer traffic impact fees to mitigate impacts to traffic in this area. Phase I of improvements to the signals were completed in FY19, additional work planned for FY21 and beyond				
Comments					
Justification					

Scenario Details

Budget Year	2023	Name	40-10.106 - DESIGNATED FUNDS - Town Center Traffic Improvements: Main	Lock Status	Unlocked
Project Status	Project Entry	Active			Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	75,000	128,944	(53,944)
2023	-	89,207	(89,207)
	75,000	218,151	(143,151)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	(30.82)%	128,944	89,207
Total Funding Source	(30.82)%	128,944	89,207
Expenditure			
720.000-Infrastructure	-	75,000	-
Total Expenditure		75,000	-

Project Summary

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099.000-Use of Fund Balance/Reserves	89,207	-	-	-	-	-	-	-	-	-
Total Funding Source	89,207	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Project Summary

40-10.104 - DESIGNATED FUNDS - Town Center Common

Project Number	40-10.104	Title	DESIGNATED FUNDS - Town Center Common	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					

Developer fees designated for a green in the Town Center

Comments
Justification

Scenario Details

Budget Year	2023	Name	40-10.104 - DESIGNATED FUNDS - Town Center Common: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description
Comments
Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	52,861	(52,861)
2023	-	52,861	(52,861)
	-	105,722	(105,722)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	-	52,861	52,861
Total Funding Source	-	52,861	52,861

Project Forecast

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099.000-Use of Fund Balance/Reserves	52,861	-	-	-	-	-	-	-	-	-
Total Funding Source	52,861	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Project Summary

40-10.107 - DESIGNATED FUNDS - Woodlands II Stub Road

Project Number	40-10.107	Title	DESIGNATED FUNDS - Woodlands II Stub Road	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town		
Start Date		Completion Date		Year Identified	
Manager		Partner			
Regions					
Description	Developer funds from Woodlands II for potential future road connecting Woodlands II to Pinewood. Project completed, balance transferred to road reconstruction in FY22				
Comments					
Justification					

Scenario Details

Budget Year	2023	Name	40-10.107 - DESIGNATED FUNDS - Woodlands II Stub Road: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description
Comments
Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	-	-
2023	-	8,500	(8,500)
	-	8,500	(8,500)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
093.000-Transfer between projects	-	(1,349)	-
099.000-Use of Fund Balance/Reserves	530.1%	1,349	8,500
Total Funding Source		-	8,500

Project Forecast

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099,000-Use of Fund Balance/Reserves	8,500	-	-	-	-	-	-	-	-	-
Total Funding Source	8,500	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

EQUIPMENT

Project Scenario Summary

40-10.007 - PW Major Equipment

Report data returned based on the user's security permissions.

Project Number	40-10.007	Title	PW Major Equipment	Lock Status	Unlocked
Asset Type	751.000 - Vehicle Purchases	Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Multi-year capital plan to replace major heavy equipment and vehicles in PW. A combination of capital funds, operating transfers, leasing and borrowing within the larger capital fund will be used to fund. A twelve-year capital plan to replace major heavy equipment and vehicles (estimated cost/vehicle using the schedule as noted on the attached sheet. All other equipment would be purchased under the operations budget.				
Comments	For FYE2023, the following is programmed for expenditure: Replacement of truck #123 @\$115,000				
Justification	The Town has budgeted to replace its' vehicles on an orderly schedule to prevent widely varying equipment budgets from year to year. A fund set aside for this purpose would equal out the high and low year expenditures and allow for a combination of leases and purchases as appropriate.				

Scenario Details

Budget Year	2023	Name	40-10.007 - PW Major Equipment: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description
Comments
Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	312,743	204,221	108,522
2023	166,490	149,274	17,216
	479,233	353,495	125,738

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	-	30,000	30,000
092.000-Transfer to capital	5.26%	190,000	200,000
093.000-Transfer between projects	-	-	35,252
099.000-Use of Fund Balance/Reserves	635.01%	(15,779)	(115,978)
Total Funding Source	(26.91)%	204,221	149,274

Project Scenario Summary

40-10.007 - PW Major Equipment

Report data returned based on the user's security permissions.

Object	Percent Change	2022 Amount	2023 Amount
Expenditure			
40-10-750.001-Highway Cap. Equipment	-	230,000	-
751.000-Vehicle Purchases	283.33%	30,000	115,000
970.000-Principal Expense - Leases	(34.02)%	47,724	31,490
975.000-Interest Expense - Leases	298.49%	5,019	20,000
Total Expenditure	(46.76)%	312,743	166,490

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
010.000-Property Taxes	30,000	30,000	35,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
092.000-Transfer to capital	200,000	220,000	240,000	260,000	280,000	300,000	320,000	340,000	360,000	360,000
093.000-Transfer between projects	35,252	-	-	-	-	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	(115,978)	(17,216)	112,284	112,284	75,684	137,684	101,284	146,284	82,684	437,684
Total Funding Source	149,274	232,784	387,284	412,284	395,684	477,684	461,284	526,284	482,684	837,684
Percent Increase		55.94%	66.37%	6.46%	(4.03)%	20.72%	(3.43)%	14.09%	(8.28)%	73.55%

Expenditure

750.000-Machinery and Equipment	-	-	165,000	58,000	58,000	-	-	-	-	-
751.000-Vehicle Purchases	115,000	120,500	75,000	187,500	179,000	220,500	270,900	396,900	45,000	323,500
970.000-Principal Expense - Leases	31,490	-	-	-	-	-	-	-	-	-
975.000-Interest Expense - Leases	20,000	-	-	-	-	-	-	-	-	-
Total Expenditure	166,490	120,500	240,000	245,500	237,000	220,500	270,900	396,900	45,000	323,500
Percent Increase		(27.62)%	99.17%	2.29%	(3.46)%	(6.96)%	22.86%	46.51%	(88.66)%	618.89%
Net Total	(17,216)	112,284	147,284	166,784	158,684	257,184	190,384	129,384	437,684	514,184

Budget Details

Project Scenario Summary

40-10.007 - PW Major Equipment

Report data returned based on the user's security permissions.

Objects	Comments	Object Subtotals	2023 Budget
Funding Source			
010 Property Tax Revenue			
010.000-Property Taxes	Capital Tax allocation		30,000
Total			30,000
092 Transfer to capital (as revenue)			
092.000-Transfer to capital	Annual operating transfer		200,000
Total			200,000
Non-Operating Revenues			
093.000-Transfer between projects			35,252
Total			35,252
099 Use of Fund Balance/Reserves			
099.000-Use of Fund	Balance, estimated 12/6/21		(115,978)
Total			(115,978)
Total Funding Source			149,274
Expenditure			
700 Capital or Property Objects			
750.000-Machinery and Equipment	Loader #219 (10) -3 year lease		-
751.000-Vehicle Purchases	Backhoe - 3 year lease	-	
751.000-Vehicle Purchases	Building Dept Truck	-	
751.000-Vehicle Purchases	Car #21 (10)	-	
751.000-Vehicle Purchases	Pickup #27 (10)	-	
751.000-Vehicle Purchases	Road grader (16) year 2 of five year lease	-	
751.000-Vehicle Purchases	sidewalk plow lease for 2020	-	
751.000-Vehicle Purchases	Street sweeper 3 year lease	-	
751.000-Vehicle Purchases	Truck #108 (10) 3 year lease	-	
751.000-Vehicle Purchases	Truck #112 (10)	-	
751.000-Vehicle Purchases	Truck #25 (10)	-	
751.000-Vehicle Purchases	Truck 102	-	
751.000-Vehicle Purchases	Truck 103	-	
751.000-Vehicle Purchases	Truck 104 (9)	-	
751.000-Vehicle Purchases	Truck 105 3 year lease	-	
751.000-Vehicle Purchases	Truck 106 2- year lease	-	
751.000-Vehicle Purchases	Truck 107	-	

Project Scenario Summary

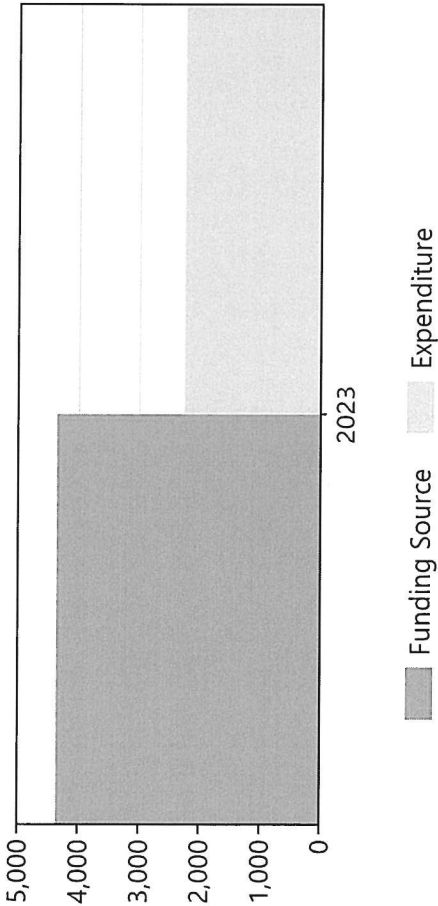
40-10.007 - PW Major Equipment

Report data returned based on the user's security permissions.

Objects	Comments	Object Subtotals	2023 Budget
751.000-Vehicle Purchases	Truck 123 (9)	115,000	
751.000-Vehicle Purchases	Truck#26	-	115,000
			115,000
Total			
950-975 Debt Service			
970.000-Principal Expense - Leases	Skid Steer	-	
970.000-Principal Expense - Leases	Snow Plow Lease last year of 5-year lease	31,490	
			31,490
975.000-Interest Expense - Leases	Skid Steer Lease	20,000	
975.000-Interest Expense - Leases	Snow Plow Lease	-	20,000
			51,490
Total			166,490
Total Expenditure			(17,216)
Net Total			

Budget Multi Year Forecast Graph

Expenditure vs Funding Source (In Thousands)



Updated: 11/30/21

INFLOWS

Project Summary

25-10.002 - Fire Major Equipment

Project Number	25-10.002	Title	Fire Major Equipment	Lock Status	Unlocked
Asset Type	751.000 - Vehicle Purchases	Department	25 - Fire - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Capital plan to replace major heavy equipment and vehicles this includes the fire trucks and fire utility vehicles. The replacement plan calls for a combination of lease financing and outright purchases. Assumed a 3% escalator on Fire Truck cost				
Comments	Engine 1 2017 Pierce Arrow XT Pumper; Engine Engine 2 2014 E-One; Engine Engine 3 2020 Pierce; Engine Tanker 1 2017 Pierce Kenworth Tanker; Tanker Car 10 2011 Chevy; Utility Car 12 2010 Ford; Utility				

Justification

Scenario Details

Budget Year	2023	Name	25-10.002 - Fire Major Equipment: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description

Comments

Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	230,017	446,963	(216,946)
2023	210,016	399,993	(189,977)
	440,033	846,956	(406,923)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
092.000-Transfer to capital	6.06%	165,000	175,000
099.000-Use of Fund Balance/Reserves	(20.2)%	281,963	224,993
Total Funding Source	(10.51)%	446,963	399,993

Nov 29, 2021 03:00 PM (UTC)

Project Summary

Project Summary

Object	Percent Change	2022 Amount	2023 Amount							
Expenditure										
25-10-751.000-Firetrucks	(36.36)%	55,000	35,000							
970.905-Lease Prin - Firetrucks	3.09%	139,528	143,834							
975.905-Lease Int - Firetrucks	(12.14)%	35,489	31,182							
Total Expenditure	(8.7)%	230,017	210,016							
Project Forecast										
Object										
Funding Source										
070.000-Proceeds from Sale of Assets	-	-	-	200,000	-	-	-	-	-	-
092.000-Transfer to capital	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	-
095.000-Debt Proceeds	-	-	-	1,200,000	-	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	224,993	166,930	161,910	161,893	-	-	-	-	-	-
Total Funding Source	399,993	341,930	336,910	336,893	175,000	1,575,000	175,000	175,000	175,000	-
Percent Increase	(14.52)%	(1.47)%	(48.05)%	(0.01)%	(48.05)%	800.00%	(100.00)%	(88.89)%	0.00%	0.00%
Expenditure										
25-10-751.000-Firetrucks	35,000	-	-	-	-	1,500,000	-	-	-	-
970.905-Lease Prin - Firetrucks	143,834	148,278	152,853	157,573	162,440	167,458	70,568	-	-	-
975.905-Lease Int - Firetrucks	31,182	26,742	22,164	17,444	12,577	7,559	2,385	-	-	-
Total Expenditure	210,016	175,020	175,017	175,017	175,017	1,675,017	72,953	-	-	-
Percent Increase	(16.66)%	0.00%	0.00%	0.00%	0.00%	857.06%	(95.64)%	(100.00)%	0.00%	0.00%
Net Total	189,977	166,910	161,893	161,876	(17)	(100,017)	102,047	-	-	-

Project Summary

25-10.003 - Fire Minor Equipment

Project Number	25-10.003	Title	Fire Minor Equipment	Lock Status	Unlocked
Asset Type	750.000 - Machinery and Equipment	Department	25 - Fire - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Capital project for Fire department equipment. These would be items such as SCBA, AED's, radio equipment, etc. items that larger than normal operating equipment replacements but differentiated from fire trucks.				
Comments					
Justification					

Scenario Details

Budget Year	2023	Name	25-10.003 - Fire Minor Equipment: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description

Comments

Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	80,727	(80,727)
2023	-	110,777	(110,777)
	-	191,504	(191,504)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
092.000-Transfer to capital	-	30,000	30,000
099.000-Use of Fund Balance/Reserves	59.24%	50,727	80,777
Total Funding Source	37.22%	80,727	110,777

Project Forecast

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Project Summary

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
092.000-Transfer to capital	30,000	30,000	30,000	30,000	30,000	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	80,777	-	-	-	-	-	-	-	-	-
Total Funding Source	110,777	30,000	30,000	30,000	30,000	-	-	-	-	-
Percent Increase		(72.92%)	0.00%	0.00%	0.00%	(100.00%)	0.00%	0.00%	0.00%	0.00%

Project Summary

20-10.001 - Police Dept Equipment

Project Number	20-10.001	Title	Police Dept Equipment	Lock Status	Unlocked
Asset Type	750.000 - Machinery and Equipment	Department	20 - Police - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Fair base has been replaced with other COVID funds so not needed and cost estimate is now lower				
Comments	Begin to accumulate funds to address future replacement of dispatch consoles (2) at an estimated cost of \$220k				
Justification					

Scenario Details

Budget Year	2023	Name	20-10.001 - Police Dept Equipment: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	15,000	10,783	4,217
2023	-	55,783	(55,783)
	15,000	66,566	(51,566)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	19.62%	25,080	30,000
092.000-Transfer to capital	50%	10,000	15,000
099.000-Use of Fund Balance/Reserves	(144.38)%	(24,297)	10,783
Total Funding Source	417.32%	10,783	55,783
Expenditure			
20-10-750.001-Police Cap. Equipment	-	15,000	-
Total Expenditure	-	15,000	-

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Project Summary

Project Summary

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
010.000-Property Taxes	30,000	-	-	-	-	-	-	-	-	-
092.000-Transfer to capital	15,000	10,000	10,000	10,000	10,000	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	10,783	5,783	-	-	-	-	-	-	-	-
Total Funding Source	55,783	15,783	10,000	10,000	10,000	-	-	-	-	-
Percent Increase		(71.71%)	(36.64%)	0.00%	0.00%	(100.00%)	0.00%	0.00%	0.00%	0.00%
Expenditure										
20-10-750.001-Police Cap. Equipment	-	-	-	-	220,000	-	-	-	-	-
Total Expenditure	-	-	-	-	220,000	-	-	-	-	-
Percent Increase		0.00%	0.00%	0.00%	100.00%	(100.00%)	0.00%	0.00%	0.00%	0.00%
Net Total	55,783	15,783	10,000	10,000	(210,000)	-	-	-	-	-

Project Summary

30-10.010 - Parks Vehicles and Equipment

Project Number	30-10.010	Title	Parks Vehicles and Equipment	Lock Status	Unlocked
Asset Type	751.000 - Vehicle Purchases	Department	30 - EPR - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Reserve fund for vehicle and equipment replacement for Parks.				
Comments					
Justification					

Scenario Details

Budget Year	2023	Name	30-10.010 - Parks Vehicles and Equipment: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	26,458	(26,458)
2023	-	54,458	(54,458)
	-	80,916	(80,916)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
092.000--Transfer to capital	-	28,000	28,000
099.000--Use of Fund Balance/Reserves	(1815.82)%	(1,542)	26,458
Total Funding Source	105.83%	26,458	54,458

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
092.000--Transfer to capital	28,000	28,000	28,000	28,000	28,000	-	-	-	-	-
Project Summary										
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Project Summary

099.000-Use of Fund									
Balance/Reserves	26,458	-	-	-	-	-	-	-	-
Total Funding Source	54,458	28,000	28,000	28,000	28,000	28,000	-	-	-
Percent Increase		(48.58%)	0.00%	0.00%	0.00%	0.00%	(100.00%)	0.00%	0.00%

Project Summary

30-10.009 - Senior Vans

Project Number	30-10.009	Title	Senior Vans	Lock Status	Unlocked
Asset Type	751,000 - Vehicle Purchases	Department	30 - EPR - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			

Description Through a partnership with Green Mountain Transit, the Town leases two vans for the senior van program. This is a discounted lease/grant program where the Town pays 10% of the purchase price in additional to registration and upkeep of the vans. Each year, \$4k is transferred from the operating budget to fund this ongoing program. Vans are replaced approx. every 7 years

Comments
Justification

Scenario Details

Budget Year	2023	Name	30-10.009 - Senior Vans: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	75,679	(75,679)
2023	-	71,061	(71,061)
	-	146,740	(146,740)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
092,000--Transfer to capital	-	4,000	4,000
099,000--Use of Fund Balance/Reserves	(6.44)%	71,679	67,061
Total Funding Source	(6.1)%	75,679	71,061

Project Forecast

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
092.000-Transfer to capital	4,000	4,000	4,000	4,000	4,000	-	-	-	-	-
099.000-Use of Fund	67,061	-	-	-	-	-	-	-	-	-
Balance/Reserves										
Total Funding Source	71,061	4,000	4,000	4,000	4,000	-	-	-	-	-
Percent Increase		(94.37%)	0.00%	0.00%	0.00%	(100.00%)	0.00%	0.00%	0.00%	0.00%

Project Summary

15-10.001 - Admin Pool Vehicle

Project Number	15-10.001	Title	Admin Pool Vehicle	Lock Status	Unlocked		
Asset Type	751.000 - Vehicle Purchases	Department	16 - Community Development - Town	Year Identified			
Start Date		Completion Date					
Manager		Partner					
Regions				Capital project for the replacement of the shared administration vehicles used by the Assessing and Community Development departments. Reduce from two vehicles to one - funded from the Community Development department.			
Description							
Comments							
Justification							

Scenario Details

Budget Year	2023	Name	15-10.001 - Admin Pool Vehicle: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	22,681	19,814	2,867
2023	-	22,814	(22,814)
	22,681	42,628	(19,947)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
092.000-Transfer to capital	(50)%	6,000	3,000
099.000-Use of Fund Balance/Reserves	43.43%	13,814	19,814
Total Funding Source	15.14%	19,814	22,814
Expenditure			
970.907-Lease Prin - Assr Vehicle	-	22,178	-
975.907-Lease Int - Assr Vehicle	-	503	-
Total Expenditure		22,681	-

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Project Summary

Project Summary

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
092.000-Transfer to capital	3,000	3,000	3,000	3,000	3,000	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	19,814	3,133	9,133	-	-	-	-	-	-	-
Total Funding Source	22,814	6,133	12,133	3,000	3,000	-	-	-	-	-
Percent Increase		(73.12%)	97.83%	(75.27%)	0.00%	(100.00%)	0.00%	0.00%	0.00%	0.00%
Expenditure										
15-10-751.000-Assessor/ComDev Vehicle	-	-	-	-	-	-	-	50,000	-	-
Total Expenditure	-	-	-	-	-	-	-	50,000	-	-
Percent Increase		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	(100.00%)	0.00%
Net Total	22,814	6,133	12,133	3,000	3,000	-	-	(50,000)	-	-

PARK FACILITIES

Project Summary

30-10.002 - Park Asset Replacement Plan

Project Number	30-10.002	Title	Park Asset Replacement Plan	Lock Status	Unlocked
Asset Type		Department	30 - EPR - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Scheduled replacement of park assets. Details of the planned expenditures are contained in the Schedule, a copy of which is included in the Detail Summary Sheets. The total expenditure planned for FY22 is \$36k. In addition to the Park Asset Replacement funds, previously collected Recreation Impact fees may be used if needed. To provide funds for other Capital Projects, including storm-water, the proposed funding for this account from the Capital Reserve- Capital Tax funds has been eliminated in FY22.				
Comments					
Justification					

Scenario Details

Budget Year	2023	Name	30-10.002 - Park Asset Replacement Plan: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description

Comments

Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	36,000	115,342	(79,342)
2023	52,000	195,327	(143,327)
	88,000	310,669	(222,669)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	69.35%	115,342	195,327
Total Funding Source	69.35%	115,342	195,327
Expenditure			
740.000-Improvements other than Building	44.44%	36,000	52,000
Total Expenditure	44.44%	36,000	52,000

Project Summary

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099.000-Use of Fund Balance/Reserves	195,327	-	-	-	-	-	-	-	-	-
Total Funding Source	195,327	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
740.000-Improvements other than Building	52,000	-	-	-	-	-	-	-	-	-
Total Expenditure	52,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	143,327	-	-	-	-	-	-	-	-	-

Essex Parks and Recreation Department
Park Asset Replacement Plan
 Replacement Timeline - see comments

Park	FY17	FY18	FY19	FY20
Brown's River				
Essex Middle School				
Fort Ethan Allen		\$14,853		
Foster Road Park				
Indian Brook Park				
Myers Park	\$4,700			\$31,546
Pearl Street Park			\$16,160	
Pinewood Park			\$36,053	\$6,000
Drainage		\$5,000		
Pioneer Park				
Sand Hill Park				
Protech Keyless Doors			\$12,000	
Tennis/Pickleball Courts			\$22,000	
Flooring (new coating)				
Pool Liner				\$43,000
Sprayground/slide/diving boards				
Pool filtration/chemical				
Roof				
Saxon Hill Trails				
Saxon Hollow Park				
ADA Compliance				
Parks & Rec Garage				
Senior Center - 2 Lincoln			\$7,000	
Other				\$11,000
Feasibility Study				\$25,000
Totals	\$4,700	\$19,853	\$93,213	\$116,546
Beginning Fund Balance	\$136,946	\$448,696	\$458,843	\$380,630
Recreation Impact Fees	\$286,450			
Tax Revenue	\$30,000	\$30,000	\$15,000	\$15,000
Purchases	\$4,700	\$19,853	\$93,213	\$116,546
Ending Fund Balance	<u>\$448,696</u>	<u>\$458,843</u>	<u>\$380,630</u>	<u>\$279,084</u>

FY21	FY22	FY23	FY24	FY25	FY26
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		\$52,000			
\$10,000	\$10,000	\$10,000			
\$4,200					
	\$5,000				
	\$2,000				
		\$5,000			
	\$1,000				
\$3,000	\$5,000				

\$8,000			
\$45,000			
12,000			
	\$8,000		
\$22,529	\$15,000		

\$104,729	\$46,000	\$67,000	\$0
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\$279,084	\$214,355	\$208,355	\$181,355
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\$40,000	\$40,000	\$40,000	\$40,000
\$104,729	\$46,000	\$67,000	\$0

<u>\$214,355</u>	<u>\$208,355</u>	<u>\$181,355</u>	<u>\$221,355</u>
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Playground/Park/Facility "Hot Ticket" Items

zip lines

swinging ropes

sprayground

tire swing

Pool windows

Pool diving board(s)

Pool LG Chairs

Project Summary

30-10.003 - Milfoil Mitigation at Indian Brook

Project Number	30-10.003	Title	Milfoil Mitigation at Indian Brook	Lock Status	Unlocked
Asset Type		Department	30 - EPR - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			

Regions
Description
Comments
Justification
Implementation of Integrated Management Plan for Milfoil

Scenario Details

Budget Year	2023	Name	30-10.003 - Milfoil Mitigation at Indian Brook: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	94,303	(94,303)
2023	-	94,303	(94,303)
	-	188,606	(188,606)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	-	7,500	-
099.000-Use of Fund Balance/Reserves	8.64%	86,803	94,303
Total Funding Source	-	94,303	94,303

Project Forecast

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Project Summary

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099,000-Use of Fund Balance/Reserves	94,303	-	-	-	-	-	-	-	-	-
Total Funding Source	94,303	-	-	-	-	-	-	-	-	-
Percent Increase	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Project Summary

30-10.004 - Indian Brook Dam Repairs

Project Number	30-10.004	Title	Indian Brook Dam Repairs	Lock Status	Unlocked
Asset Type		Department	30 - EPR - Town		
Start Date		Completion Date		Year Identified	
Manager		Partner			
Regions					

Description Repairs were made to Indian Brook Dam in 2004 at a cost of \$149,000 for the repairs and \$32,000 for the engineering services. Based on the current condition of the dam, repairs will be necessary again in 10-15 years. One of the latches on the dam is inoperable, department is working with the Dam Safety Dept and the State of VT on future grant opportunities for dam safety.

Comments
Justification

Scenario Details

Budget Year	2023	Name	30-10.004 - Indian Brook Dam Repairs: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	131,416	(131,416)
2023	-	131,416	(131,416)
	-	262,832	(262,832)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	-	10,000	-
099.000-Use of Fund Balance/Reserves	8.24%	121,416	131,416
Total Funding Source	-	131,416	131,416

Project Forecast

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099,000-Use of Fund Balance/Reserves	131,416	-	-	-	-	-	-	-	-	-
Total Funding Source	131,416	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Project Summary

30-10.005 - Indian Brook General

Project Number	30-10.005	Title	Indian Brook General	Lock Status	Unlocked
Asset Type		Department	30 - EPR - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			

Funds designated for projects at Indian Brook, could be used as part of the Dam projects or other Indian Brook projects

Scenario Details

Budget Year	2023	Name	30-10.005 - Indian Brook General: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description
Comments
Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	10,000	41,099	(31,099)
2023	-	31,099	(31,099)
	10,000	72,198	(62,198)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	(24.33)%	41,099	31,099
Total Funding Source	(24.33)%	41,099	31,099
Expenditure			
740.000-Improvements other than Building	-	10,000	-
Total Expenditure	-	10,000	-

Project Forecast

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Project Summary

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099,000-Use of Fund Balance/Reserves	31,099	-	-	-	-	-	-	-	-	-
Total Funding Source	31,099	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Project Summary

30-10.006 - Firearms Signage

Project Number	30-10.006	Title	Firearms Signage	Lock Status	Unlocked
Asset Type		Department	30 - EPR - Town		
Start Date		Completion Date		Year Identified	
Manager		Partner			

Regions

Description
Signage for parks regarding firearms usage

Comments

Justification

Scenario Details

Budget Year	2023	Name	30-10.006 - Firearms Signage: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	5,000	(5,000)
2023	-	5,000	(5,000)
	-	10,000	(10,000)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	-	5,000	5,000
Total Funding Source	-	5,000	5,000

Project Forecast

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099,000-Use of Fund										
Balance/Reserves	5,000	-	-	-	-	-	-	-	-	-
Total Funding Source	5,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Project Summary

30-10.007 - Recreation Impact Fees

Project Number	30-10.007	Title	Recreation Impact Fees	Lock Status	Unlocked
Asset Type		Department	30 - EPR - Town		
Start Date		Completion Date		Year Identified	
Manager		Partner			

Regions

Description Developer impact fees collected. FY23 intend to use some funds to update and revise the Impact Fee Study and design a policy for using funds.

Comments

Justification

Scenario Details

Budget Year	2023	Name	30-10.007 - Recreation Impact Fees: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description

Comments

Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	124,019	(124,019)
2023	30,000	182,385	(152,385)
	30,000	306,404	(276,404)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	47.06%	124,019	182,385
Total Funding Source	47.06%	124,019	182,385
Expenditure			
30-10-740.001-Recreation Impact Expense	-	-	30,000
Total Expenditure		-	30,000

Project Forecast

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Project Summary

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099,000--Use of Fund Balance/Reserves	182,385	-	-	-	-	-	-	-	-	-
Total Funding Source	182,385	-	-	-	-	-	-	-	-	-
Percent Increase	(100.00%)	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
30-10-740.001--Recreation Impact Expense	30,000	-	-	-	-	-	-	-	-	-
Total Expenditure	30,000	-	-	-	-	-	-	-	-	-
Percent Increase	(100.00%)	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	152,385	-	-	-	-	-	-	-	-	-

Project Summary

30-10.008 - Cemetery Columbarium

Project Number	30-10.008				
Asset Type		Cemetery Columbarium			
Start Date		30 - EPR - Town			
Manager					
Regions					
Description					
Comments					
Justification					

Provide funds for the columbarium at the Mountain View Cemetery off Meretery Road

Scenario Details

Budget Year	2023				
Project Status	Project Entry				
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	3,033	(3,033)
2023	-	3,033	(3,033)
	-	6,066	(6,066)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	-	3,033	3,033
Total Funding Source	-	3,033	3,033

Project Forecast

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099.000-Use of Fund										
Balance/Reserves	3,033	-	-	-	-	-	-	-	-	-
Total Funding Source	3,033	-	-	-	-	-	-	-	-	-
Percent Increase	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

PATHS, WALKS and TRAILS

Project Summary

40-10.010 - VT RT 15 from Circ to Mini-Golf Course (also called Route 15/McDonalds)

Project Number	40-10.010	Title	VT RT 15 from Circ to Mini-Golf Course (also called Route 15/McDonalds)	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Scoping and concept design of path on VT15 from McDonalds to the Circ Highway. Estimated cost is \$10k. The project should be constructed concurrent with the Athens Drive to Circ proposed path.				
Comments	No funding planned in FY23				
Justification					

Scenario Details

Budget Year	2023	Name	40-10.010 - VT RT 15 from Circ to Mini-Golf Course (also called Route 15/McDonalds): Main	Lock Status	Unlocked
Project Status	Project Entry	Active			Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	3,000	(3,000)
2023	-	3,000	(3,000)
	-	6,000	(6,000)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099,000-Use of Fund Balance/Reserves	-	3,000	3,000
Total Funding Source	-	3,000	3,000

Project Forecast

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099.000-Use of Fund Balance/Reserves	3,000	-	-	-	-	-	-	-	-	-
Total Funding Source	3,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Project Summary

40-10.013 - VT15 from Athens Dr to the Circ

Project Number	40-10.013	Title	VT15 from Athens Dr to the Circ	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town		
Start Date		Completion Date		Year Identified	
Manager		Partner			
Regions					
Description	Scoping study completed in FY19 which investigated alternatives for non-motorized travel between the two end points. Mostly in the Town, partially in the Village. Est cost is \$1.37M for an 8 foot paved bike path. Looking for grant funds, timeline 5-7 years. Town applied for a partial State grant in FY22 but did not receive it. Application will be made again in FY23. Program \$20,000 from the existing general sidewalk account; no new funds from the Capital 2 cents tax.				
Comments					
Justification					

Scenario Details					
Budget Year	2023	Name	40-10.013 - VT15 from Athens Dr to the Circ: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals			
Year	Total Expenditure	Total Funding Source	Difference
2022	15,000	15,492	(492)
2023	20,000	20,000	-
	35,000	35,492	(492)

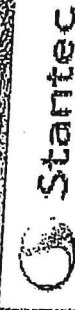
Prior Year Comparison			
Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
093.000-Transfer between projects	33.33%	15,000	20,000
099.000-Use of Fund Balance/Reserves	-	492	-
Total Funding Source	29.1%	15,492	20,000
Expenditure			
720.000-Infrastructure	33.33%	15,000	20,000
Total Expenditure	33.33%	15,000	20,000

Project Summary

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
093.000-Transfer between projects	20,000	-	-	-	-	-	-	-	-	-
Total Funding Source	20,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
720.000-Infrastructure	20,000	-	-	-	-	-	-	-	-	-
Total Expenditure	20,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	-	-	-	-	-	-	-	-	-	-

Selectboard/Trustees Meetings September 10 and 11, 2018 Essex Jct, Vermont



PAC Preferred Alternative

1. The Preferred Alternative is Alternative 3: An 8-foot shared use path (and bike lanes) as described on page 21 of the Scoping Study and
2. The proposed path should include lighting along the path for its entire length, with lighting fixtures spaced appropriately, due to the location of the path and its importance as a critical multi-model link between the Village and the Town
3. As a component of the planned VTRANS paving project along this section of VT15, the roadway will be configured to have two 11-foot lanes and a 4-foot bike lane on each side of the road to accommodate high speed bicyclists and
4. The project shall include replacement of the current 5-foot wide sidewalk east of Fairview Drive with the 8-foot multi-purpose path and
5. The project shall terminate on the east side of the VT15 Bridge over the Circumferential Highway with an 8-foot wide multi-purpose pedestrian/path crossing on the bridge



Project Summary

40-10.014 - VT15 from the East Gate of Fort Ethan Allen to West Street

Project Number	40-10.014	Title	VT15 from the East Gate of Fort Ethan Allen to West Street	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Scoping study completed in FY19 which investigated alternatives for non-motorized travel between the two end points. Mostly in the Town, partially in the Village. Est cost is \$2.26. Looking for grant funds, timeline 5-7 years.				
Comments	No grant programmed from Town funds as a match in FYE23				
Justification					

Scenario Details

Budget Year	2023	Name	40-10.014 - VT15 from the East Gate of Fort Ethan Allen to West Street: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description

Comments

Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	327	(327)
	-	327	(327)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	-	327	-
Total Funding Source		327	-

Project Forecast

No data found for the selected parameters.

VT Route 15 Bicycle/Pedestrian Improvements Study

Susie Wilson Road to West Street Extension

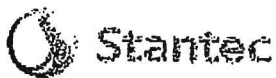
Essex Junction, Vermont

Scoping Report Update



Prepared by:

Prepared for:

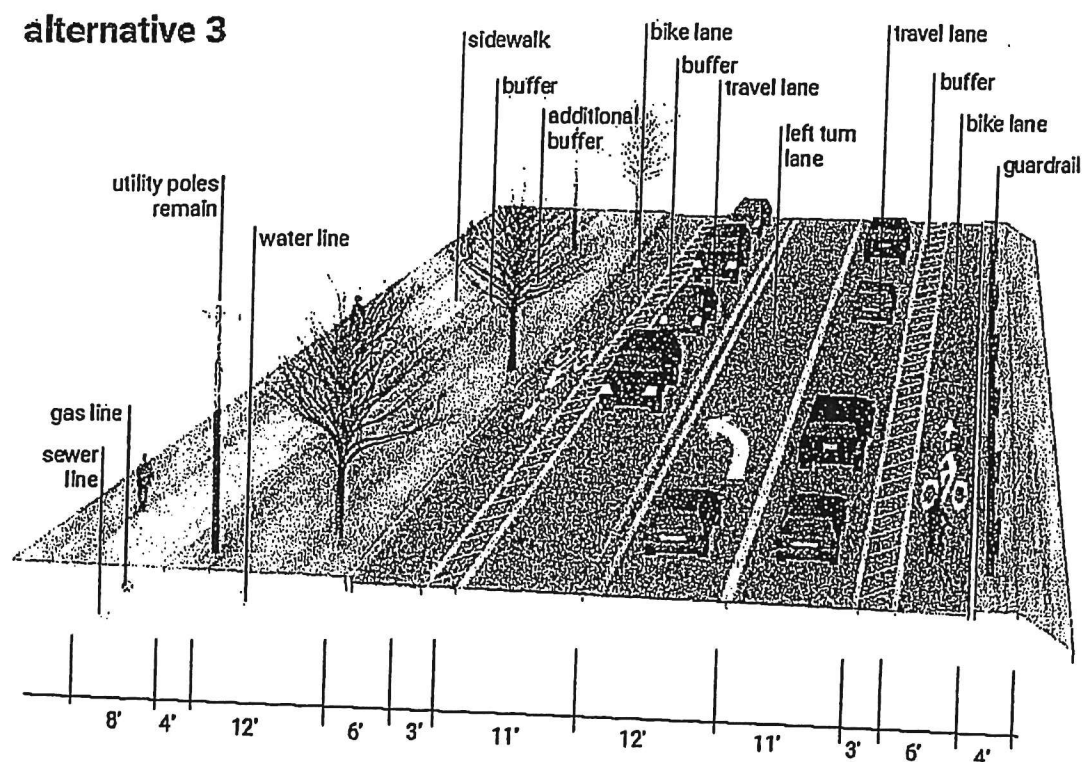


July 31, 2018

6.3 ALTERNATIVE 3: THREE LANES NO MEDIAN

This alternative removes the existing median and converts the existing 2 travel lanes in each direction into a single travel lane, with a left turn lane for eastbound traffic, and a buffered bike lane in each direction. A typical section of this alternative is shown below, and an alternative plan is on the following page.

Figure 29 Alternative 3 Typical Section



Project Summary

40-10.015 - ADA Compliance

Project Number	40-10.015	Title	ADA Compliance	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town		
Start Date		Completion Date		Year Identified	2019
Manager		Partner			
Regions					
Description	Provide ADA access ramps at locations in the Town without these ramps; an ADA study was completed in 2019 identifying areas of need in the Town. Approximately 30 new ramps completed in FY22, depleting this account and requiring added funds from the general path account. Program \$20,000 form the Capital 2 cents tax.				
Comments					
Justification					
Scenario Details					
Budget Year	2023	Name	40-10.015 - ADA Compliance: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals			
Year	Total Expenditure	Total Funding Source	Difference
2022	-	20,000	(20,000)
2023	-	60,000	(60,000)
	-	80,000	(80,000)

Prior Year Comparison			
Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	-	20,000	20,000
099.000-Use of Fund Balance/Reserves	-	-	40,000
Total Funding Source	200%	20,000	60,000

Project Forecast

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
010.000-Property Taxes	20,000	20,000	20,000	20,000	20,000	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	40,000	-	-	-	-	-	-	-	-	-
Total Funding Source	60,000	20,000	20,000	20,000	20,000	-	-	-	-	-
Percent Increase		(66.67%)	0.00%	0.00%	0.00%	(100.00%)	0.00%	0.00%	0.00%	0.00%

Project Summary

40-10.016 - General Paths, Walks and Trails

Project Number	40-10.016	Title	General Paths, Walks and Trails	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town		
Start Date		Completion Date		Year Identified	
Manager		Partner			
Regions					

Description
This account is the general path capital account where funds are accumulated for funding of specific path projects identified elsewhere in the capital path category. As specific projects develop into potential design or construction, funds are needed to support this effort. Program \$40,000 from the Capital two cents tax very year for the next five years so funds are available to match grants

Comments
Justification

Scenario Details

Budget Year	2023	Name	40-10.016 - General Paths, Walks and Trails; Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	193,536	(193,536)
2023	-	117,912	(117,912)
	-	311,448	(311,448)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	-	40,000	40,000
093.000-Transfer between projects	33.33%	(15,000)	(20,000)
099.000-Use of Fund Balance/Reserves	(41.9)%	168,536	97,912
Total Funding Source	(39.07)%	193,536	117,912

Project Forecast

Nov 29, 2021 03:00 PM (UTC)
Project Summary

Project Summary

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
010.000-Property Taxes	40,000	40,000	40,000	40,000	40,000	-	-	-	-	-
093.000-Transfer between projects	(20,000)	-	-	-	-	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	97,912	-	-	-	-	-	-	-	-	-
Total Funding Source	117,912	40,000	40,000	40,000	40,000	-	-	-	-	-
Percent Increase		(66.08%)	0.00%	0.00%	0.00%	(100.00%)	0.00%	0.00%	0.00%	0.00%

INFORMATION TECHNOLOGY

Project Summary

14-10.001 - Information Technology

Project Number	14-10.001	Title	Information Technology	Lock Status	Unlocked
Asset Type		Department	14 - Information Technology - Town		
Start Date		Completion Date		Year Identified	
Manager		Partner			
Regions					
Description	A reserve fund for the scheduled replacement of the Town's main IT systems. This included hardware and software that comprise the infrastructure of the overall information management system such as servers, switches, firewalls and uninterruptable power supplies. Software deployed across the organization for email, backups, and basic office operations is also included. FY22 Meeting room AV, FY23 Data Storage Hardware Refresh				
Comments					
Justification					

Scenario Details

Budget Year	2023	Name	14-10.001 - Information Technology: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	40,000	26,170	13,830
2023	30,000	31,524	(1,524)
	70,000	57,694	12,306

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000--Property Taxes	106.67%	15,000	31,000
092.000--Transfer to capital	-	4,000	4,000
099.000--Use of Fund Balance/Reserves	(148.48)%	7,170	(3,476)
Total Funding Source	20.46%	26,170	31,524
Expenditure			
14-10-750.001-IT - Replacements	(25)%	40,000	30,000
Total Expenditure	(25)%	40,000	30,000

Nov 29, 2021 03:00 PM (UTC)

Project Summary

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
010.000-Property Taxes	31,000	-	-	-	-	-	-	-	-	-
092.000-Transfer to capital	4,000	4,000	4,000	4,000	4,000	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	(3,476)	-	-	-	-	-	-	-	-	-
Total Funding Source	31,524	4,000	4,000	4,000	4,000	-	-	-	-	-
Percent Increase		(87.31%)	0.00%	0.00%	0.00%	(100.00%)	0.00%	0.00%	0.00%	0.00%
Expenditure										
14-10-750.001-IT - Replacements	30,000	-	-	-	-	-	-	-	-	-
Total Expenditure	30,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	1,524	4,000	4,000	4,000	4,000	-	-	-	-	-

NATURAL RESOURCES MANAGEMENT

Project Scenario Summary

16-10.002 - Natural Resources Management

Report data returned based on the user's security permissions.

Project Number	16-10.002	Title	Natural Resources Management	Lock Status	Unlocked
Asset Type		Department	16 - Community Development - Town		
Start Date		Completion Date		Year Identified	
Manager		Partner			

Regions

Description

Comments

Justification

Tree survey completed. Funds needed to plant new trees an provide funds for replacement of trees from pests, disease and damage.

Scenario Details

Budget Year	2023	Name	16-10.002 - Natural Resources Management: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description

Comments

Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	18,000	48,187	(30,187)
2023	12,000	38,420	(26,420)
	30,000	86,607	(56,607)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	-	12,000	-
099.000-Use of Fund Balance/Reserves	6.17%	36,187	38,420
Total Funding Source	(20.27)%	48,187	38,420
Expenditure			
16-10-740.001-Conservation	(33.33)%	18,000	12,000
Total Expenditure	(33.33)%	18,000	12,000

Project Forecast

Dec 06, 2021 02:11 PM (UTC)

Project Scenario Summary

Project Scenario Summary

16-10.002 - Natural Resources Management

Report data returned based on the user's security permissions.

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099.000-Use of Fund Balance/Reserves	38,420	-	-	-	-	-	-	-	-	-
Total Funding Source	38,420	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
16-10-740.001-Conservation	12,000	-	-	-	-	-	-	-	-	-
Total Expenditure	12,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	26,420	-	-	-	-	-	-	-	-	-

Budget Details

Objects	Comments	Object Subtotals	2023 Budget
Funding Source			
010 Property Tax Revenue			
010.000-Property Taxes	Capital Tax Allocation	-	-
Total			
099 Use of Fund Balance/Reserves			
099.000-Use of Fund	Balance est. 11/24/21	38,420	38,420
Total			
Total Funding Source			38,420
Expenditure			
700 Capital or Property Objects			
16-10-740.001-Conservation	Tree work	12,000	12,000
Total			12,000
Total Expenditure			12,000
Net Total			26,420

Budget Multi Year Forecast Graph

Dec 06, 2021 02:11 PM (UTC)

Project Scenario Summary

STORMWATER

Project Scenario Summary

40-13.001 - Stormwater construction projects

Report data returned based on the user's security permissions.

Project Number	40-13.001	Title	Stormwater construction projects	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town		
Start Date		Completion Date		Year Identified	
Manager		Partner			
Regions					
Description	Construction of stormwater treatment facilities at various locations within the impaired waterways - Sunderland Brook and Indian Brook. The facilities are site specific and the priority of construction will be based on permit treatment level requirements established by the State. Also, development of a program to meet new NPDES Phase 2 permit requirements. Staff's preliminary estimate to meet the phosphorous permit requirements indicate a cost of \$5 million dollars with a 17 year time frame to complete this work.				
Comments	This line item is used to deposit Capital funds for disbursement out to Capital Storm water projects. As of June 30, 2021, the fund had a residual balance of \$485,709.81. With another \$150,000 added in FYE22, the balance starting FYE22 was approximately \$635,000. To meet the phosphorus permit requirements costing \$5million dollars would require an annual expenditure at 4% interest of \$410,000 per year starting now. Even if grant assistance was obtained for some of these costs, it still would require at least \$200,000 to meet the requirements. This is double the amount current being provided for stormwater and the current budget is shared with the Village. The current budget of \$150,000 per year is not meeting the need.				
Justification	The two remaining major projects local share is approximately \$80K for the cul-de-sac project and \$675K for the LDS Project (if no other grants are obtained). With \$150,000 added in FYE23, there will be adequate funds for these two projects.				

Scenario Details

Budget Year	2023	Name	40-13.001 - Stormwater construction projects: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	-	581,361	(581,361)
2023	-	565,079	(565,079)
	-	1,146,440	(1,146,440)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
010.000-Property Taxes	-	150,000	150,000
093.000-Transfer between projects	484.06%	(23,250)	(135,795)

Project Scenario Summary

40-13.001 - Stormwater construction projects

Report data returned based on the user's security permissions.

Object	Percent Change	2022 Amount	2023 Amount
099.000-Use of Fund Balance/Reserves	21.17%	454,611	550,874
Total Funding Source	(2.8)%	581,361	565,079

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
010.000-Property Taxes	150,000	150,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
093.000-Transfer between projects	(135,795)	-	-	-	-	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	550,874	-	-	-	-	-	-	-	-	-
Total Funding Source	565,079	150,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Percent Increase		(73.46%)	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Budget Details

Objects	Comments	Object Subtotals	2023 Budget
Funding Source			
010 Property Tax Revenue			
010.000-Property Taxes	Capital Tax allocation	150,000	
Total		150,000	
Non-Operating Revenues			
093.000-Transfer between projects	Transfer to 2022 UPWP Storm line inspection	(10,000)	
093.000-Transfer between projects	Transfer to 2022 UPWP Vill Stormline inspection	(10,000)	
093.000-Transfer between projects	Transfer to Grants In Aid 2022	(9,100)	
093.000-Transfer between projects	Transfer to LDS Storm Pond	(47,668)	
093.000-Transfer between projects	Transfer to TAP Cul-De-Sacs	(53,152)	
093.000-Transfer between projects	Transfer to Vill Better Roads 2022 Grant	(4,750)	
093.000-Transfer between projects	Transfer to Vill Grants in Aid 2022	(1,125)	
Total		(135,795)	(135,795)

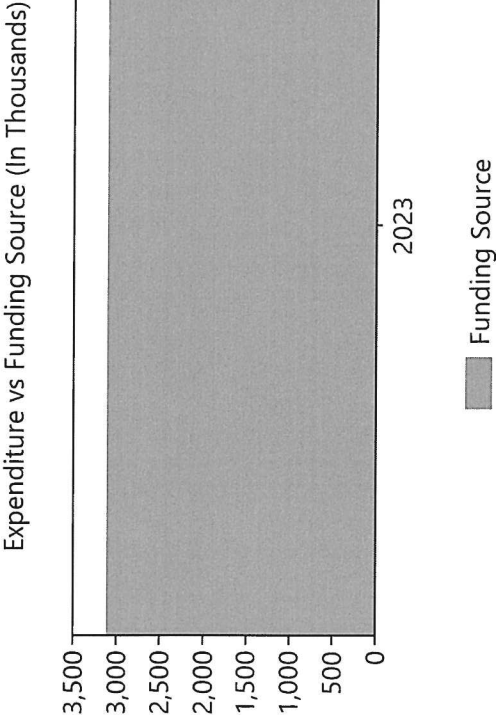
Project Scenario Summary

40-13.001 - Stormwater construction projects

Report data returned based on the user's security permissions.

Objects	Comments	Object Subtotals	2023 Budget
099 Use of Fund Balance/Reserves			
099.000-Use of Fund	Balance est. 12/6/21		550,874
Total			550,874
Total Funding Source			565,079
Net Total			565,079

Budget Multi Year Forecast Graph



Budget Pie Charts

Project Scenario Summary

40-13.005 - LDS Storm Pond Conversion

Report data returned based on the user's security permissions.

Project Number	40-13.005	Title	LDS Storm Pond Conversion	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	80/20 Grant; in design now; At the LDS Church property off Essex Way. Construction of two underground storm water treatment facilities to meet phase 2 permit requirements. Project to be built in FYE23 at a total cost of \$1.9 million dollars, with existing grants covering \$1.28 Million.				
Comments	The Town received another Vtrans grant in the amount of \$254,400. The Town's local share in now \$655,560.				
Justification					

Scenario Details

Budget Year	2023	Name	40-13.005 - LDS Storm Pond Conversion: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	60,000	70,606	(10,606)
2023	1,331,400	1,331,400	-
	1,391,400	1,402,006	(10,606)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
040.000-Intergov: Federal Grant	32.4%	48,000	203,520
093.000-Transfer between projects	297.23%	12,000	47,668
099.000-Use of Fund Balance/Reserves	(69.22)%	10,606	3,264
40-13-040.809-CA0514 LDS Church MM18(9)	-	-	1,076,948
Total Funding Source	1785.68%	70,606	1,331,400
Expenditure			
40-13-722.000-General Stormwater	-	-	254,400

Project Scenario Summary

40-13.005 - LDS Storm Pond Conversion

Report data returned based on the user's security permissions.

Object	2023	2024	2025	Percent Change	2026	2027	2028	2029	2030	2031	2032
40-13-890.809-CA0514 LDS Church MM18(9)				-		-	1,077,000				
722.000-Stormwater Infrastructure				-	60,000						
Total Expenditure			2119%		60,000		1,331,400				

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
040.000-Intergov: Federal Grant	203,520	-	-	-	-	-	-	-	-	-
093.000-Transfer between projects	47,668	-	-	-	-	-	-	-	-	-
099.000-Use of Fund Balance/Reserves	3,264	-	-	-	-	-	-	-	-	-
40-13-040.809-CA0514 LDS Church MM18(9)	1,076,948	-	-	-	-	-	-	-	-	-
Total Funding Source	1,331,400	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Percent Increase										

Expenditure

40-13-722.000-General Stormwater	254,400	-	-	-	-	-	-	-	-	-
40-13-890.809-CA0514 LDS Church MM18(9)	1,077,000	-	-	-	-	-	-	-	-	-
Total Expenditure	1,331,400	-	-	-	-	-	-	-	-	-
Percent Increase	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	-	-	-	-	-	-	-	-	-	-

Budget Details

Objects	Comments	Object Subtotals	2023 Budget
Funding Source			
040-042 Intergovernmental			
040.000-Intergov: Federal Grant			203,520
40-13-040.809-CA0514 LDS Church			1,076,948
Total			1,280,468

Project Scenario Summary

40-13.005 - LDS Storm Pond Conversion

Report data returned based on the user's security permissions.

Objects	Comments	Object Subtotals	2023 Budget
Non-Operating Revenues			
093.000-Transfer between projects			47,668
Total			47,668
099 Use of Fund Balance/Reserves			
099.000-Use of Fund	balance est. 11/24/21		3,264
Total			3,264
Total Funding Source			1,331,400
Expenditure			
890 Grant Expenses			
40-13-722.000-General Stormwater			254,400
40-13-890.809-CA0514 LDS Church			1,077,000
Total			1,331,400
Total Expenditure			1,331,400
Net Total			-

Budget Multi Year Forecast Graph

Project Scenario Summary

40-13.006 - Town TAP Cul-de-sacs

Report data returned based on the user's security permissions.

Project Number	40-13.006	Title	Town TAP Cul-de-sacs	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town		
Start Date		Completion Date		Year Identified	
Manager		Partner			

Description 80/20 Grant; town/village co-applicants, town paying the 20% match, assume the remaining 80% is split between the two. Two locations in Town and one location in Village. Reconstruction of three existing cul-de-sacs for storm water treatment to meet the flow restoration and planned phosphorous removal required by the phase 2 permit.

Comments The three projects are anticipated to go to construction in FYE2023. The total project costs are estimated at \$338,924 of which \$271,139 is a grant and \$67,785 is the local share required. The engineering costs prior to construction are \$72,514.

Justification

Scenario Details

Budget Year	2023	Name	40-13.006 - Town TAP Cul-de-sacs: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	25,000	25,834	(834)
2023	265,760	265,760	-
	290,760	291,594	(834)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
040.000-Intergov: Federal Grant	963.04%	20,000	212,608
093.000-Transfer between projects	963.04%	5,000	53,152
099.000-Use of Fund Balance/Reserves	-	834	-
Total Funding Source	928.72%	25,834	265,760
Expenditure			
722.000-Stormwater Infrastructure	963.04%	25,000	265,760
Total Expenditure	963.04%	25,000	265,760

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Project Scenario Summary

Project Scenario Summary

40-13.006 - Town TAP Cul-de-sacs

Report data returned based on the user's security permissions.

Project Forecast

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
040.000-Intergov: Federal Grant	212,608	-	-	-	-	-	-	-	-	-
093.000-Transfer between projects	53,152	-	-	-	-	-	-	-	-	-
Total Funding Source	265,760	-	-	-	-	-	-	-	-	-
Percent Increase	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
722.000-Stormwater Infrastructure	265,760	-	-	-	-	-	-	-	-	-
Total Expenditure	265,760	-	-	-	-	-	-	-	-	-
Percent Increase	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	-	-	-	-	-	-	-	-	-	-

Budget Details

Objects	Comments	Object Subtotals	2023 Budget
Funding Source			
040-042 Intergovernmental			
040.000-Intergov: Federal Grant			212,608
Total			212,608
Non-Operating Revenues			
093.000-Transfer between projects			53,152
Total			53,152
099 Use of Fund Balance/Reserves			
099.000-Use of Fund	Balance est. 11/24/21		-
Total			-
Total Funding Source			265,760
Expenditure			
700 Capital or Property Objects			

Project Scenario Summary

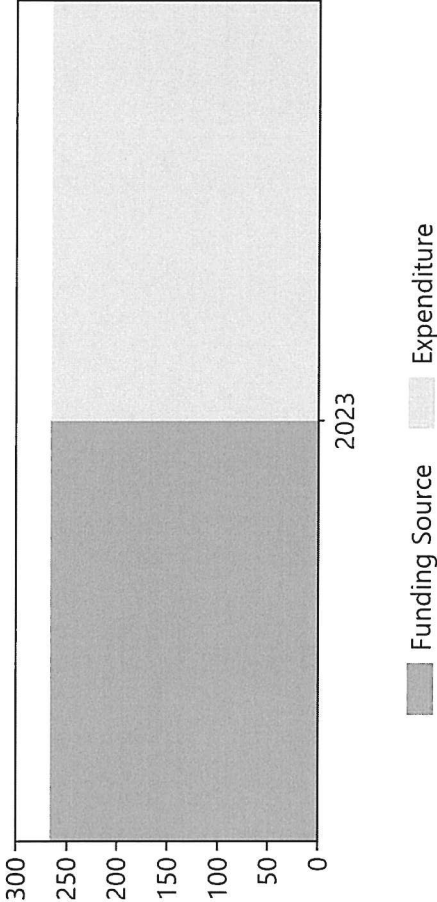
40-13.006 - Town TAP Cul-de-sacs

Report data returned based on the user's security permissions.

Objects	Comments	Object Subtotals	2023 Budget
722.000-Stormwater Infrastructure			265,760
Total			265,760
Total Expenditure			265,760
Net Total			-

Budget Multi Year Forecast Graph

Expenditure vs Funding Source (In Thousands)



Budget Pie Charts

Project Scenario Summary

40-13.011 - Town Grants in Aid 2021

Report data returned based on the user's security permissions.

Project Number	40-13.011	Title	Town Grants in Aid 2021	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	A grant through the CCRPC to improve gravel roads to reduce the impact of phosphorous on Lake Champlain. The work is needed to meet the Planned Phosphorous removal required by NPDES Phase 2 Storm water permit. The estimated total project cost is \$37,500 of which the grant is \$31,250 and the local share at is \$6,250				
Comments	Work was done on Catella Road and Hanley Lane and is completed				
Justification					

Scenario Details

Budget Year	2023	Name	40-13.011 - Town Grants in Aid 2021: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2022	37,500	37,500	-
	37,500	37,500	-

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
041.000-Intergov: State and Other Grant	-	31,250	-
093.000-Transfer between projects	-	6,250	-
Total Funding Source		37,500	-
Expenditure			
722.000-Stormwater Infrastructure	-	37,500	-
Total Expenditure		37,500	-

Project Forecast

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Project Scenario Summary

Project Scenario Summary

40-13.012 - CCRPC UPWP Planning Grant

Report data returned based on the user's security permissions.

Project Number	40-13.012	Title	CCRPC UPWP Planning Grant	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			

Regions

Description study for drainage, road and pedestrian improvements on Tanglewood Drive between Woodlawn and Cindy Lane; 80/20 - reduce erosion in Fern Hollow.

Comments The scoping study has been completed and approved by the Selecbboard. The planning study can be closed out.

Justification

Scenario Details

Budget Year	2023	Name	40-13.012 - CCRPC UPWP Planning Grant: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description

Comments

Justification

Annual Totals

Year		Total Expenditure	Total Funding Source	Difference
2022		-	5,117	(5,117)
		-	5,117	(5,117)

Prior Year Comparison

Object		Percent Change	2022 Amount	2023 Amount
Funding Source				
099.000-Use of Fund Balance/Reserves		-	5,117	-
Total Funding Source			5,117	-

Project Forecast

No data found for the selected parameters and user's security permissions.

Project Scenario Summary

40-13.013 - 2020 UPWP Storm Line Inspection

Report data returned based on the user's security permissions.

Project Number	40-13.013	Title	2020 UPWP Storm Line Inspection	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	80/20 CCRPC Grant; throughout the Town in areas with old metal storm pipes. Investigate the condition of old corrugated metal storm pipes. by televising lines The estimated project cost was \$50,000 with a \$40,000 grant from the CCRPC				
Comments	The work has been completed and the project can be closed out				
Justification					

Scenario Details					
Budget Year	2023	Name	40-13.013 - 2020 UPWP Storm Line Inspection: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals				
Year	Total Expenditure	Total Funding Source	Difference	
2022	-	12,000	(12,000)	
2023	-	12,000	(12,000)	
	-	24,000	(24,000)	

Prior Year Comparison			
Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099.000-Use of Fund Balance/Reserves	-	12,000	12,000
Total Funding Source	-	12,000	12,000
Expenditure			
722.000-Stormwater Infrastructure	-	-	-
Total Expenditure		-	-

Project Scenario Summary

40-13.013 - 2020 UPWP Storm Line Inspection

Report data returned based on the user's security permissions.

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099,000-Use of Fund Balance/Reserves	12,000	-	-	-	-	-	-	-	-	-
Total Funding Source	12,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
722,000-Stormwater Infrastructure	-	-	-	-	-	-	-	-	-	-
Total Expenditure	-	-	-	-	-	-	-	-	-	-
Percent Increase		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	12,000	-	-	-	-	-	-	-	-	-

Budget Details	Comments	Object Subtotals	2023 Budget
Objects			
Funding Source			
099 Use of Fund Balance/Reserves			
099,000-Use of Fund	balance est. 11/24/21		12,000
Total			12,000
Total Funding Source			12,000
Expenditure			
700 Capital or Property Objects			
722,000-Stormwater Infrastructure			-
Total			-
Total Expenditure			-
Net Total			12,000

Budget Multi Year Forecast Graph

Project Scenario Summary

40-13.014 - 2020 UPWP Storm Line Inspection Village

Report data returned based on the user's security permissions.

Project Number	40-13.014	Title	2020 UPWP Storm Line Inspection Village	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	80/20 CCRPC Grant - Town Paying Match Only. Since this is just a study we are going to book it 100% through the Town because there will be no capital asset. A grant to investigate the condition of old corrugated metal storm pipes in the Village using cameras. The total project cost was \$50,000 with a \$40,000 grant to the Village				
Comments	The project is done and can be closed out				
Justification					

Scenario Details

Budget Year	2023	Name	40-13.014 - 2020 UPWP Storm Line Inspection Village: Main	Lock Status	Unlocked
Project Status	Project Entry	Active			Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2023	-	12,000	(12,000)
	-	12,000	(12,000)

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
099,000-Use of Fund Balance/Reserves	-	-	12,000
Total Funding Source		-	12,000

Project Forecast

Project Scenario Summary

40-13.014 - 2020 UPWP Storm Line Inspection Village

Report data returned based on the user's security permissions.

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
099.000-Use of Fund Balance/Reserves	12,000	-	-	-	-	-	-	-	-	-
Total Funding Source	12,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Budget Details

Objects	Comments	Object Subtotals	2023 Budget
Funding Source			
099 Use of Fund Balance/Reserves			
099.000-Use of Fund	Balance est 11/24/21		12,000
Total			12,000
Total Funding Source			12,000
Expenditure			
890 Grant Expenses			-
40-13-895.820-2020 UPWP SL Ins			-
Total			-
Total Expenditure			-
Net Total			12,000

Budget Multi Year Forecast Graph

Project Scenario Summary

40-13.299 - 2022 UPWP Village Storm Line Inspection Phase 2

Report data returned based on the user's security permissions.

Project Number	40-13.299	Title	2022 UPWP Village Storm Line Inspection Phase 2	Lock Status	Unlocked
Asset Type	722.000 - Stormwater Infrastructure	Department	40 - Public Works - Village	Year Identified	2021
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	80/20 CCRPC Grant; throughout the Village in areas with old metal storm pipes. Investigate the condition of old corrugated metal storm pipes. by televising lines.				
Comments	This is Phase 2 of the televising project and is expected to start in early spring of 2022.				
Justification					

Scenario Details

Budget Year	2023	Name	40-13.299 - 2022 UPWP Village Storm Line Inspection Phase 2: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description
Comments
Justification

Annual Totals

Year		Total Expenditure	Total Funding Source	Difference
2023		10,000	10,000	-
		10,000	10,000	-

Prior Year Comparison

Object		Percent Change	2022 Amount	2023 Amount
Funding Source				
093.000-Transfer between projects		-	-	10,000
Total Funding Source			-	10,000
Expenditure				
40-13-722.000-General Stormwater		-	-	10,000
Total Expenditure			-	10,000

Project Forecast

Dec 09, 2021 03:18 PM (UTC)

Project Scenario Summary

Project Scenario Summary

40-13.299 - 2022 UPWP Village Storm Line Inspection Phase 2

Report data returned based on the user's security permissions.

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
093.000-Transfer between projects	10,000	-	-	-	-	-	-	-	-	-
Total Funding Source	10,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
40-13-722.000-General Stormwater	10,000	-	-	-	-	-	-	-	-	-
Total Expenditure	10,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	-	-	-	-	-	-	-	-	-	-

Budget Details	Comments	Object Subtotals	2023 Budget
Objects			
Funding Source			
Non-Operating Revenues			
093.000-Transfer between projects			10,000
Total			10,000
Total Funding Source			10,000
Expenditure			
890 Grant Expenses			
40-13-722.000-General Stormwater			10,000
Total			10,000
Total Expenditure			10,000
Net Total			-

Budget Multi Year Forecast Graph

Project Scenario Summary

40-13.399 - Village Better Roads 2022 Grant

Report data returned based on the user's security permissions.

Project Number	40-13.399	Title	Village Better Roads 2022 Grant	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Village	Year Identified	2021
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	This project is located on Rosewood Lane and the work includes upgrading an old deteriorated storm pipe and stabilizing an eroded outfall with stone. This project is a permit requirement.				
Comments	Work is expected to take place in spring 2022.				
Justification					

Scenario Details

Budget Year	2023	Name	40-13.399 - Village Better Roads 2022 Grant: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2023	4,750	4,750	-
	4,750	4,750	-

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
093.000-Transfer between projects	-	-	4,750
Total Funding Source		-	4,750
Expenditure			
40-13-722.000-General Stormwater	-	-	4,750
Total Expenditure		-	4,750

Project Forecast

Dec 09, 2021 03:23 PM (UTC)

Project Scenario Summary

Project Scenario Summary

40-13.399 - Village Better Roads 2022 Grant

Report data returned based on the user's security permissions.

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
093.000-Transfer between projects	4,750	-	-	-	-	-	-	-	-	-
Total Funding Source	4,750	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
40-13-722.000-General Stormwater	4,750	-	-	-	-	-	-	-	-	-
Total Expenditure	4,750	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	-	-	-	-	-	-	-	-	-	-

Budget Details

Objects	Comments	Object Subtotals	2023 Budget
Funding Source			
Non-Operating Revenues			
093.000-Transfer between projects	Transfer from Stormwater general		4,750
Total			4,750
Total Funding Source			4,750
Expenditure			
890 Grant Expenses			
40-13-722.000-General Stormwater			4,750
Total			4,750
Total Expenditure			4,750
Net Total			-

Budget Multi Year Forecast Graph

Project Scenario Summary

40-13.499 - Village Grants in Aid 2022 Grant

Report data returned based on the user's security permissions.

Project Number	40-13.499	Title	Village Grants in Aid 2022 Grant	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Village	Year Identified	2021
Start Date		Completion Date			
Manager		Partner			
Regions					
Description	Grant through Vtrans for drainage improvements on hydrologically connected road segments and outfalls (80/20) to help reduce phosphorus from Lake Champlain.				
Comments	Project location is to be determined. Grant award end date is Dec 31, 2022. Project work is expected to take place in late spring.				
Justification					

Scenario Details

Budget Year	2023	Name	40-13.499 - Village Grants in Aid 2022 Grant: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description

Comments

Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2023	1,125	1,125	-
	1,125	1,125	-

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
093.000-Transfer between projects	-	-	1,125
Total Funding Source		-	1,125
Expenditure			
40-13-722.000-General Stormwater	-	-	1,125
Total Expenditure		-	1,125

Project Forecast

Project Scenario Summary

40-13.499 - Village Grants in Aid 2022 Grant

Report data returned based on the user's security permissions.

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
093.000-Transfer between projects	1,125	-	-	-	-	-	-	-	-	-
Total Funding Source	1,125	-	-	-	-	-	-	-	-	-
Percent Increase	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
40-13-722.000-General Stormwater	1,125	-	-	-	-	-	-	-	-	-
Total Expenditure	1,125	-	-	-	-	-	-	-	-	-
Percent Increase	(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	-	-	-	-	-	-	-	-	-	-

Budget Details

Objects	Comments	Object Subtotals	2023 Budget
Funding Source			
Non-Operating Revenues			
093.000-Transfer between projects	Transfer from Stormwater General		1,125
Total			1,125
Total Funding Source			1,125
Expenditure			
890 Grant Expenses			
40-13-722.000-General Stormwater			1,125
Total			1,125
Total Expenditure			1,125
Net Total			-

Budget Multi Year Forecast Graph

Project Scenario Summary

40-13.199 - 2022 UPWP Storm Line Inspection Phase 2

Report data returned based on the user's security permissions.

Project Number	40-13.199	Title	2022 UPWP Storm Line Inspection Phase 2	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	2021
Start Date		Completion Date			
Manager		Partner			

Regions

Description 80/20 CCRPC Grant; throughout the Town in areas with old metal storm pipes. Investigate the condition of old corrugated metal storm pipes. by televising lines.

Comments This is Phase 2 of the televising project and is expected to start in early spring of 2022.

Justification

Scenario Details

Budget Year	2023	Name	40-13.199 - 2022 UPWP Storm Line Inspection Phase 2: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes
Description					
Comments					
Justification					

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2023	50,000	40,000	10,000
	50,000	40,000	10,000

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
040.000-Intergov: Federal Grant	-	-	40,000
Total Funding Source		-	40,000
Expenditure			
722.000-Stormwater Infrastructure	-	-	50,000
Total Expenditure		-	50,000

Project Forecast

Project Scenario Summary

40-13.199 - 2022 UPWP Storm Line Inspection Phase 2

Report data returned based on the user's security permissions.

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
040.000-Intergov: Federal Grant	40,000	-	-	-	-	-	-	-	-	-
Total Funding Source	40,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
722.000-Stormwater Infrastructure	50,000	-	-	-	-	-	-	-	-	-
Total Expenditure	50,000	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	(10,000)	-	-	-	-	-	-	-	-	-

Budget Details	Comments	Object Subtotals	2023 Budget
Objects			
Funding Source			
040-042 Intergovernmental			
040.000-Intergov: Federal Grant			40,000
Total			40,000
Total Funding Source			40,000
Expenditure			
700 Capital or Property Objects			
722.000-Stormwater Infrastructure			50,000
Total			50,000
Total Expenditure			50,000
Net Total			(10,000)

Budget Multi Year Forecast Graph

Project Scenario Summary

40-13.099 - Town Grants in Aid 2022

Report data returned based on the user's security permissions.

Project Number	40-13.099	Title	Town Grants in Aid 2022	Lock Status	Unlocked
Asset Type		Department	40 - Public Works - Town	Year Identified	2021
Start Date		Completion Date			
Manager		Partner			

Regions
Grant through Vtrans for drainage improvements on gravel roads (80/20) to help reduce phosphorus from Lake Champlain.

Description
Project location is to be determined. Grant award end date is Dec 31, 2022. Project work is expected to take place in late spring.

Comments

Justification

Scenario Details

Budget Year	2023	Name	40-13.099 - Town Grants in Aid 2022: Main	Lock Status	Unlocked
Project Status	Project Entry			Active	Yes

Description
Comments
Justification

Annual Totals

Year	Total Expenditure	Total Funding Source	Difference
2023	45,500	45,500	-
	45,500	45,500	-

Prior Year Comparison

Object	Percent Change	2022 Amount	2023 Amount
Funding Source			
041.000-Intergov: State and Other Grant	-	-	36,400
093.000-Transfer between projects	-	-	9,100
Total Funding Source		-	45,500
Expenditure			
40-13-722.000-General Stormwater	-	-	45,500
Total Expenditure		-	45,500

Project Forecast

Dec 09, 2021 03:29 PM (UTC)

Project Scenario Summary

Project Scenario Summary

40-13.099 - Town Grants in Aid 2022

Report data returned based on the user's security permissions.

Object	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding Source										
041.000-Intergov: State and Other Grant	36,400	-	-	-	-	-	-	-	-	-
093.000-Transfer between projects	9,100	-	-	-	-	-	-	-	-	-
Total Funding Source	45,500	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure										
40-13-722.000-General Stormwater	45,500	-	-	-	-	-	-	-	-	-
Total Expenditure	45,500	-	-	-	-	-	-	-	-	-
Percent Increase		(100.00%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Net Total	-	-	-	-	-	-	-	-	-	-

Budget Details		Object Subtotals		2023 Budget
Objects	Comments			
Funding Source				
040-042 Intergovernmental				
041.000-Intergov: State and Other				
Total				36,400
Non-Operating Revenues				36,400
093.000-Transfer between projects				
Total				9,100
Total Funding Source				9,100
				45,500
Expenditure				
890 Grant Expenses				
40-13-722.000-General Stormwater				45,500
Total				45,500
Total Expenditure				45,500
Net Total				-

Memorandum

To: Town Selectboard; Evan Teich, Unified Manager
From: Courtney Bushey, Interim Finance Director
Sarah Macy
Re: Adoption of FY23 Town General Fund Budget
Date: December 20, 2021

Issue:

The issue is whether the Selectboard will adopt the fiscal year 2023 general fund budget.

Discussion:

Once the public hearing on the FY23 general fund budget is closed, the Selectboard will have an opportunity to make any additional changes to the budget. Once complete, the Selectboard will be asked to adopt the FY23 budget.

Cost:

None.

Recommendation:

It is recommended that the Selectboard adopt the proposed FY23 general fund budget in the amount of \$_____.

Memorandum

To: Selectboard; Board of Trustees; Evan Teich, Unified Manager

Cc: Annie Costandi, Director of Stormwater Operations/Staff Engineer; James Jutras, Water Quality Superintendent; Marguerite Ladd, Assistant Manager; Brad Luck, Essex Junction Recreation and Parks Director; Dennis Lutz, Public Works Director; Chelsea Mandigo, Stormwater Coordinator/Wastewater Operator

From: Greg Duggan, Deputy Manager

Re: List of approved storm water projects

Date: December 17, 2021

Issue

The issue is whether the Trustees/Selectboard will approve the list of approved storm water projects as part of the Stormwater Agreement between the Town of Essex and Village of Essex Junction.

Discussion

The Selectboard and Trustees approved the attached Stormwater Agreement “subject to receipt and approval of the currently approved project list.”

The currently approved project list, as identified in the Town of Essex Capital Plan, is attached.

Public Works and Stormwater staff from both municipalities want to ensure the potential to pursue new opportunities that may arise in what could be considered a small project category, particularly with the possibility of state and federal money becoming available for infrastructure projects in the next couple of years. Section 2 of the Stormwater Agreement specifies, “Current and future stormwater personnel from both communities are encouraged to discuss opportunities to work together on stormwater-related funding and projects when it is mutually beneficial to each community, including, but not limited to, the potential for cost-sharing when appropriate and/or developing a stormwater funding mechanism such as a stormwater utility.”

Cost

N/a

Recommendation

Staff recommends that the Selectboard/Trustees approve the list of approved storm water projects as part of the Stormwater Agreement between the Town of Essex and Village of Essex Junction.

Stormwater Agreement

THIS AGREEMENT, made this ____ day of _____, 2022, by and between the Town of Essex, a Vermont municipality located in Chittenden County, (“Essex” or the “Town”) and the City of Essex Junction, a Vermont municipality located in Chittenden County, (“Essex Junction” or the “City” and together the City and Town are collectively referred to herein as the “Municipalities” or the “Parties”).

WHEREAS, the duly elected Town Selectboard and City Council have general supervisory authority over affairs of their respective Municipalities;

WHEREAS, the Town and Village signed a Memorandum of Agreement Between Town of Essex and Village of Essex Junction Re: Stormwater Permitting and Management Services on January 13, 2015 (“Stormwater MOU”);

WHEREAS, Section 5 of the Stormwater MOU states “This agreement may be modified only by a written amendment signed by the Parties”; and

WHEREAS, the Town and Village of Essex Junction do not see a need for the Stormwater MOU to continue in the event that the Charter for the City of Essex Junction is approved by the Legislature;

WHEREAS, Stormwater project funding for eligible Flow Restoration, Phosphorous Removal, and other related state and federal permit requirements has previously been provided for each community by the Town’s Capital fund;

WHEREAS, approved projects not yet completed may require more or less funding than what has been and will be collected to complete the approved projects;

WHEREAS, each community may establish separate community funding for new projects;

NOW THEREFORE, based on the foregoing premises, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Town and the City hereby agree as follows:

1. The Town and City agree to terminate the Stormwater MOU effective at the conclusion of the Transition Period as defined in the City of Essex Junction Charter.
2. Current and future stormwater personnel from both communities are encouraged to discuss opportunities to work together on stormwater-related funding and projects when it is mutually beneficial to each community, including, but not

limited to, the potential for cost-sharing when appropriate and/or developing a stormwater funding mechanism such as a stormwater utility.

3. The Municipalities agree to continue the use of any identified stormwater funding from the Town Capital fund that was collected from Village and Town of Essex property owners prior to the approval of the City Charter to complete the then approved, ongoing stormwater projects until those projects are completed. If any currently approved but uncompleted stormwater projects require additional funding to complete, the Town and City shall share such costs on a percentage of the grand list basis. If there are any residual funds after the projects are completed, the funds should be distributed to each municipality on a percentage of the grand list basis.
4. Future stormwater projects shall be funded by each municipality respectively once the Transition Period has concluded. This Agreement may be amended or modified by mutual written agreement of the Parties.
5. Any notice required to be given under this Agreement shall be in writing and mailed to the addresses listed below (or such other address as a party may designate) or hand delivered to the other party at a duly warned meeting of the Town Selectboard or the City Council.

To the Town of Essex: Town of Essex Selectboard
 81 Main Street
 Essex Junction, VT 05452-3209

To City of Essex Junction: City of Essex Junction City Council
 2 Lincoln Street
 Essex Junction, VT 05452

6. This Agreement shall be governed by the laws of the State of Vermont. All rights and remedies provided by this Agreement or by law or in equity or by statute shall be cumulative and concurrent and shall be in addition to every other right, power, or remedy now or hereafter existing to enforce this Agreement. If any provision of this Agreement shall be deemed to be invalid or unenforceable by a court of competent jurisdiction, the remainder of this Agreement shall not be affected thereby and shall continue in full force and effect and shall be enforceable to the fullest extent permitted by law.
7. In the event of any dispute arising out of this Agreement, the Municipalities shall first agree to mediate the dispute. The Municipalities may also agree to submit any dispute not resolved in mediation to binding arbitration. Otherwise all disputes arising out of or related to this Agreement shall be heard in the Vermont Superior Court, Chittenden Civil Division.

8. This Agreement represents the entire agreement between the Parties. All prior agreements, offers, negotiations and representations not herein expressly contained shall be of no force and effect.
9. Neither party shall assign this Agreement or any interest hereunder without the written approval of all of the Parties. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors and assigns.
10. No failure by either party to insist upon the strict performance of any term hereunder or to exercise any right, power, or remedy consequent upon a breach thereof shall constitute a waiver of any breach of any such term. No waiver of any breach shall affect or alter this Agreement, which shall continue in full force and effect, or the rights of either party with respect to any other existing or subsequent breach.

DATED this ____ day of _____, 2022.

TOWN OF ESSEX

By: _____
Its Duly Authorized Agent

CITY OF ESSEX JUNCTION

By: _____
Its Duly Authorized Agent

		FY 22			FY 23							
PROJECT NAME	PROJECT DESCRIPTION	TOTAL PROJECT COST	FY22 BALANCE (6/30/22 estimated)	FY23 Additions (CAPITAL TAX, budgeted)	FY23 Additions (Operating or Capital Equip Transfer, budgeted)	FY23 Additions (Grants / Developer Funds, budgeted)	FY23 Additions (Debt Proceeds, budgeted)	FY23 Additions (Transfer between projects, budgeted)	FY23 Additions (TOTAL NON-CAPITAL, budgeted)	FY23 ADDITIONS TOTAL, budgeted	ESTIMATED SPEND FY23	FY23 BALANCE (6/30/23 estimated)
General Paths, Walks and Trails	This account is the general path capital account where funds are accumulated for funding of specific path projects identified elsewhere in the capital path category. As specific projects develop into potential design or construction, funds are needed to support this effort. Program \$40,000 from the Capital two cents tax very year for the next five years so funds are available to match grants.	TBD	\$ 97,912	\$ 40,000				\$ (30,000)	\$ (30,000)	\$ 10,000		\$ 107,912
DESIGNATED FUNDS - Saxon Hill Master Plan and/or Trails	Funds from developer assessment for this purpose	TBD	\$ 12,000						\$ -	\$ -		\$ 12,000
SW Road to Pearl St. Park	A bike path was envisioned to go from SW Road near Rite Aid to Pearl Street Park. Preliminary Plans were developed but the Agency of Natrual Resources was concerned over the proximity of the path to a major wetland. Some study funds were allocated but no further work has been done to locate an alternative routes.	TBD	\$ -						\$ -	\$ -		\$ -
SUBTOTAL PATHS/WALKS/TRAILS		\$ 121,925	\$ 117,912	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 55,000	\$ 122,912
Stormwater construction projects	Construction of stormwater treatment facilities at various locations within the impaired waterways - Sunderland Brook and Indian Brook. The facilities are site specific and the priority of construction will be based on permit treatment level requirements established by the State. Also, development of a program to meet new NPDES Phase 2 permit requirements.	\$ 846,882	\$ 550,874	\$ 150,000				\$ (135,795)	\$ (135,795)	\$ 14,205		\$ 565,079
LDS Storm Pond Conversion	80/20 Grant; in design now; At the LDS Church property off Essex Way. Construction of an underground stormwater treatment facility to meet phase 2 permit requirements. Project to be built in FY23 with a total cost of \$1.9M and existing grants covering \$1.28M	\$ 1,346,185	\$ 3,264			\$ 1,280,468		\$ 47,668	\$ 1,328,136	\$ 1,328,136	\$ 1,331,400	\$ -
Town TAP Cul-de-sacs	80/20 Grant; town/village co-applicants, town paying the 20% match, assume the remaining 80% is split between the two. Two locations in Town and one location in Village. Reconstruction of three existing cul-de-sacs for stormwater treatment to meet the flow restoration planned phosphorous removal required by the phase 2 permit.	\$ 338,925	\$ -			\$ 212,608		\$ 53,152	\$ 265,760	\$ 265,760	\$ 265,760	\$ -
Town Grants in Aid 2021	A grant through the CCRPC to improve gravel roads to reduce the impact of phosphorous on Lake Champlain. The work is needed to meet the Planned Phosphorous removal required by NPDES Phase 2 Storm water permit. The estimated total project cost is \$37.500 of which the grant is \$31,250 and the local share at is \$6,250		\$ -						\$ -	\$ -		\$ -
CCRPC UPWP Planning Grant	Drainage improvements for Tanglewood Drive; 80/20 - reduce erosion in Fern Hollow	\$ 36,086	\$ -						\$ -	\$ -		\$ -
2020 UPWP Storm Line Inspection	80/20 CCRPC Grant; throughout the Town in areas with old metal storm pipes. Investigate the condition of old corrugated metal storm pipes by televising lines. The estimated project cost was \$50k with a \$40k grant from CCRPC	\$ 120,000	\$ -						\$ -	\$ -		\$ -
2020 UPWP Storm Line Inspection Village	80/20 CCRPC Grant - Town Paying Match Only. Since this is just a study we are going to book it 100% through the Town because there will be no capital asset. A grant to investigate the condition of old corrugated metal storm pipes in the Village.	\$ 24,000	\$ -						\$ -	\$ -		\$ -

		FY 22		FY 23								
PROJECT NAME	PROJECT DESCRIPTION	TOTAL PROJECT COST	FY22 BALANCE (6/30/22 estimated)	FY23 Additions (CAPITAL TAX, budgeted)	FY23 Additions (Operating or Capital Equip Transfer, budgeted)	FY23 Additions (Grants / Developer Funds, budgeted)	FY23 Additions (Debt Proceeds, budgeted)	FY23 Additions (Transfer between projects, budgeted)	FY23 Additions (TOTAL NON-CAPITAL, budgeted)	FY23 ADDITIONS TOTAL, budgeted	ESTIMATED SPEND FY23	FY23 BALANCE (6/30/23 estimated)
2022 UPWP Village Storm Line Inspection Phase 2	80/20 CCRPC Grant; throughout the Village in areas with old metal storm pipes. Investigate the condition of old corrugated metal storm pipes. by televising lines. This is Phase 2 of the televising project and is expected to start in early spring of 2022.	\$ 50,000	\$ -					\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
Village Better Roads 2022 Grant	This project is located on Rosewood Lane and the work includes upgrading an old deteriorated storm pipe and stabilizing an eroded outfall with stone. This project is a permit requirement. Work is expected to take place in spring 2022.		\$ -					\$ 4,750	\$ 4,750	\$ 4,750	\$ 4,750	\$ -
Village Grants in Aid 2022 Grant	Grant through Vtrans for drainage improvements on hydrologically connected road segments and outfalls (80/20) to help reduce phosphorus from Lake Champlain.		\$ -					\$ 1,125	\$ 1,125	\$ 1,125	\$ 1,125	\$ -
2022 UPWP Storm Line Inspection Phase 2	80/20 CCRPC Grant; throughout the Town in areas with old metal storm pipes. Investigate the condition of old corrugated metal storm pipes. by televising lines.	\$ 50,000	\$ -			\$ 40,000		\$ 10,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
Town Grants in Aid 2022	Grant through Vtrans for drainage improvements on gravel roads (80/20) to help reduce phosphorus from Lake Champlain.	\$ 45,000	\$ -			\$ 36,400		\$ 9,100	\$ 45,500	\$ 45,500	\$ 45,500	\$ -
SUBTOTAL STORMWATER		\$ 2,895,000	\$ 554,138	\$ 150,000	\$ -	\$ 1,569,476	\$ -	\$ -	\$ 1,569,476	\$ 1,719,476	\$ 1,708,535	\$ 565,079
Equipment Replacement, Digital Records Management	A reserve fund for the scheduled replacement of the Town's main IT systems. This included hardware and software that comprise the infrastructure of the overall information management system such as servers, switches, firewalls and uninterruptable power supplies. Software deployed across the organization for email, backups, and basic office operations is also included. FY22 Meeting room AV, FY23 Data Storage Hardware Refresh	\$ 125,000	\$ (3,476)	\$ 31,000	\$ 4,000				\$ 4,000	\$ 35,000	\$ 30,000	\$ 1,524
SUBTOTAL INFORMATION MANAGEMENT		\$ 125,000	\$ (3,476)	\$ 31,000	\$ 4,000	\$ -	\$ -	\$ -	\$ 4,000	\$ 35,000	\$ 30,000	\$ 1,524
Natural Resources Management	Remove and replace 30 trees in FY23; perform insecticide treatment through operating budget on 13 trees Tree survey completed. Funds needed to plant new trees an provide funds for replacement of trees from pests, disease and damage.	\$ 100,000	\$ 38,420	\$ 12,000					\$ -	\$ 12,000	\$ 12,000	\$ 38,420
SUBTOTAL NATURAL RESOURCES MANAGEMENT		\$ 100,000	\$ 38,420	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ 38,420
Undesignated Funds	In years where the total tax raised by the \$0.02 capital tax has exceeded expectations, excess has been accumulated in the fund as undesignated to be used as needed for future capital projects.	\$ -	\$ 841,572					\$ (215,252)	\$ (215,252)	\$ (215,252)		\$ 626,320
		\$ -	\$ 841,572	\$ -	\$ -	\$ -	\$ -	\$ (215,252)	\$ (215,252)	\$ (215,252)	\$ -	\$ 626,320
		\$ 14,110,293	\$ 3,115,240	\$ 535,000	\$ 544,000	\$ 1,744,476	\$ -	\$ -	\$ 2,288,476	\$ 2,823,476	\$ 2,840,296	\$ 3,098,420

Memorandum

To: Selectboard; Evan Teich, Unified Manager

From: Greg Duggan, Deputy Manager

Re: Selectboard position about separation of Village of Essex Junction from Town of Essex

Date: December 17, 2021

Issue

The issue is whether the Selectboard wants to take a formal position about the separation of the Village of Essex Junction from the Town of Essex.

Discussion

The Selectboard has not yet taken a formal position on the separation of the Village of Essex Junction from the Town of Essex. Given that the state legislature is expected to review the proposed separation early in 2022, the Selectboard may wish to prepare a formal statement or position about the separation.

Items the Selectboard may wish to consider including in a formal statement of position include, but are not limited to, the following:

- Acknowledgement of the results of the Village vote
- Acknowledgement that there has not been a town-wide vote about separation
- Acknowledgement that the Selectboard has worked with the Village Board of Trustees to create shared services agreements, and continues to do so
- Any concerns about the separation and its potential impacts on the Town of Essex as a whole

Cost

N/A

Recommendation

This memo is for discussion.

The Selectboard may wish to direct staff to draft a position statement for future approval; or the Selectboard may wish to take a position on the separation of the Village of Essex Junction from the Town of Essex.

Memorandum**To:** Selectboard; Evan Teich, Unified Manager**From:** Travis Sabatano, HR Director**Re:** Executive session for contract negotiations with an employee**Date:** December 15, 2021

Issue The issue is for the Selectboard to discuss contract negotiations and potential execution of a contract with an employee.

Discussion In order to have a complete and thorough discussion about this topic, it would appear that an executive session would be necessary because the premature disclosure of the information may put the Town at a substantial disadvantage. Contract negotiations with an employee can be protected discussions.

Cost

N/A

Recommendation If the Selectboard wish to enter executive session, the following motions are recommended:

Motion #1

"I move that the Trustees make the specific finding that general public knowledge of contract negotiations with an employee would place the Village at a substantial disadvantage."

Motion #2

"I move that the Trustees enter into executive session to discuss contract negotiations with an employee, pursuant to 1 V.S.A. § 313(a)(1)(A)"

**TOWN OF ESSEX
SELECTBOARD
REGULAR MEETING
December 6, 2021**

SELECTBOARD: Andy Watts, Chair; Patrick Murray, Vice-Chair; Tracey Delphia, Clerk; Sue Cook; Dawn Hill-Fleury.

ADMINISTRATION: Evan Teich, Unified Manager; Greg Duggan, Deputy Manager; Courtney Bushey, Interim Finance Director; Charles Cole, Fire Chief; Ron Hoague, Chief of Police; Dennis Lutz, Public Works Director.

OTHERS PRESENT: Gil Allen, Natalee Braun, Bob Burrows, Alise Certa, Andy Champagne, Raj Chawla, Sandra Chittenden, Diane Clemens, Kevin Collins, Annie Cooper, Karen Danaher, Patty Davis, Susyn Dees, Erin Dickinson, Alise Dubief, Yves Dubief, Betsy Dunn, Bill Ellis, Maureen Gillard, Jerry Himelstein, Brendan Kinney, Suzanne Lawrence, Sarah Macy, Ed Malina, Rachel Mann, Deb McAdoo, Jean McBride, Ross Miller, Timothy Miller, Colleen Nesto, Jillian Niggel, Nate O'Connor, Molly Ormsbee, Meghan O'Rourke, J Percy, Roseanne Prestipino, Rep. Marybeth Redmond, Angel Segarra, Ken Signorello, David Skopin, Richard Smiles, Gabrielle Smith, Harlan Smith, Margaret Smith, Laura Taylor, Dennis Thibeault, Tanya Vyhovsky, Ann Wadsworth, Doug Wilson, Irene Wrenner, Brian, gustercpa44, Jill, Peg, Rachael, RM, SM.

1. CALL TO ORDER

Andy Watts called the meeting of the Town of Essex Selectboard to order at 6:32 PM.

2. AGENDA ADDITIONS/CHANGES

None at this time.

3. AGENDA APPROVAL

There was no approval needed, as the agenda was not modified.

4. PUBLIC TO BE HEARD

a. Comments from Public on Items Not on Agenda

Betsy Dunn noted that on the Conservation and Trails Committee a member has stepped down and there is an open space. Mr. Duggan noted that the Town is currently accepting applications and expects to have interviews for candidates on the agenda later in December or in January.

Ken Signorello spoke about the local option tax, noting that only 5 of the 19 municipalities in Chittenden County have one (not all of them, as someone stated in a previous meeting). He also said that property taxes in Williston are not as low as was stated at a prior meeting. He emphasized that correlation does not equate causation, in terms of a local option tax potentially bringing down property taxes. Mr. Duggan said that information provided by staff at the previous meeting was accurate. Irene Wrenner said George Tyler made the comments noted by Mr. Signorello.

5. BUSINESS ITEMS

a. Presentation from and discussion with Town Meeting TV

Meghan O'Rourke began by saying that the mission of Town Meeting TV is being improved upon and that working with municipal partners has been positive. She said she hopes that the current hybrid meeting setup for Essex is working well and meeting the needs of the community. She said the ask is for the municipal contribution, which came about due to reduced cable contributions. She said that cable fees will not carry Town Meeting TV's work into the future, and that Town Meeting TV is seeking more fee-for-service revenue, municipal contributions, and legislative appropriations at the state level. She noted that neither Essex nor Essex Junction currently has a representative on the Town Meeting TV Board of Trustees.

Mr. Teich said that Town Meeting TV has been fantastic to work with, especially in their nimble approach to address communities' needs for virtual meetings during COVID.

Mr. Murray expressed gratitude on behalf of the Selectboard for how much the hybrid meeting model has increased communication and exchange with the public.

Annie Cooper thanked Town Meeting TV for their support.

b. Presentation from and discussion with Essex Rescue about Fiscal Year 2023 budget request

Colleen Nesto began by saying that Essex Rescue has been providing services to Essex for the past 50 years and has undergone many changes during that time, including transitioning from 100% volunteer staff to a mix of full-time and part-time staff, and volunteers. She noted that volunteers average 70 hours of duty per month and that some are not able to commit to regular weekly shifts. She said call volume has increased notably over the years and that mutual aid partners are struggling to keep up with volume. She noted that to address this, Essex Rescue decided to increase staffing and add a second truck, which has resulted in a budget deficit of \$232,000 that they are covering through reserve funds that are normally used to fix equipment. She spoke of the enormous burden on volunteers to have the appropriate clinical expertise and training. She said they need a significant increase in funding support from Towns to stay in service. She noted that this is a substantial, unexpected increase, but also noted that the service has experienced a notable number of unexpected circumstances in the last two years to which they have had to respond.

Mr. Watts asked whether call numbers might be inflated due to Covid-19 lockdowns at nursing homes (where ambulance transport was required to move residents to the hospital, should they need services). Ms. Nesto replied that call volume has been increasing for some time. Mr. Watts asked who determines the service area and whether there is a triage system in place. Ms. Nesto replied that the service area is decided based on the towns that want to utilize their services for transport, so Essex Rescue covers Essex, and Essex Junction, Jericho, Underhill, and Westford.

Mr. Murray asked whether future cost increases could be anticipated more gradually, saying that infrequent large increases are difficult to deal with. Ms. Danaher replied that the ramp up included in the memo gets the service to a level where they believe they will be sufficiently

financed for the next few years. She also noted that it could be further impacted if more volunteers leave and the service needs to hire more paid staff.

Gabrielle Smith and Annie Cooper expressed support for the increased funding for Essex Rescue.

Patty Davis noted that the aging population in Essex is increasing substantially and asked whether Essex Rescue would like someone to help market their need on a volunteer basis.

Lorraine Zaloom asked how an entity is designated as an essential service. She asked if there's an easier way to make payment to subscribe, since it looks like the only option is to write a check. Ms. Nesto replied that they are developing an online payment system. Ms. Danaher noted that essential services are nationally-designated.

c. Update and potential action on VT Route 128 speed study

Dennis Lutz said the Town has been gathering data to submit to the State to accompany a request for a speed study on VT Route 128, noting that the last speed study was conducted 20 years ago. He said they have obtained some data on accidents, which are significant in that area, though he added that it is up to the State to determine which accidents qualify for speed study. He said staff recommend submitting a letter to the State requesting that they review the speed limits and safety issues, such as improved signage.

Margaret Smith asked whether there would be notification and opportunity for public comment at the State level if they are contemplating modifying the speed limit. Mr. Lutz replied that there should be a public Traffic Committee meeting, which the public could attend.

SUE COOK made a motion, seconded by DAWN HILL-FLEURY, that the Selectboard approve the staff recommendation and forward this request for a speed and safety study on a section of Vermont Route 128 to VTRANS. The motion passed 5-0.

d. Work session on Fiscal Year 2023 budget

Sarah Macy noted that at its initial budget work session, the Selectboard reviewed the initial budget proposal, which contained a 4.6% overall increase and a 5.4% tax levy increase. She noted that there were a number of changes that were made after the last work session and that those changes have brought the overall increase down to 4.2% with a 5.0% tax levy increase.

Mr. Teich asked for a description of Fire Department trends. Chief Cole replied that the department is faced with a reduced number of volunteers to answer calls; in addition to this, they have reduced availability for those volunteers. Mr. Teich asked about what the per diem positions do, and Chief Cole replied that they work during the week during high-volume times.

e. Potential action to warn public hearing for Fiscal Year 2023 budget

DAWN HILL-FLEURY made a motion, seconded by SUE COOK, that the Selectboard warn a public hearing for the FY23 General Fund budget for the Town of Essex, in the amount of \$16,600,169, to be held December 20, 2021 at 6:45PM. The motion passed 5-0.

f. Discussion about potential action in response to Vermont legislature meeting about municipal mask mandates

Mr. Teich noted that the Governor and legislature have developed legislation enabling municipalities to implement their own mask rules for a period of 45 days, with the possibility to reconsider every 30 days. He said that those rules could come with a fine or no fine. He said the Town has been proactive in its masking requirements and guidance throughout the pandemic. He asked whether the Selectboard would like to consider it, and what components they would like to be included in a rule.

Ms. Hill-Fleury asked whether the rule would be enforceable. Chief Hoague replied that it would depend on what the Selectboard would like for a rule. He noted that the Vermont League of Cities and Towns (VCLT) had draft rules with a fine (civil ticket) and without a fine (no ticket).

Ms. Delphia expressed disappointment that there is no mask mandate at the State level, and that each of the other 200-plus towns in Vermont are having the exact same conversation. She compared infection counts and hospitalizations in December of 2020 with the much higher numbers in December of 2021.

Mr. Murray agreed that a statewide mandate would be easier, recognizing police staffing issues. He proposed ticket fees for non-compliance. He also recommended that children under 2 would not need to be masked and proposed flexibility for restaurants and bars (and that if they screened for vaccination status they would not need to require masking).

Mr. Watts outlined several decision points. He asked about proposed exceptions, such as those related to health and for places of worship. He asked whether there should be enforcement. He asked what the fines would need to be. He asked about the trespass option. Chief Hoague replied that if a business owner would like a mask mandate inside their business, they can post that and ask any non-conforming members of the public to leave (after which point they are considered trespassing). He noted that trespassing infractions are not currently being prosecuted at the State level, making that a difficult option to pursue. Chief Hoague expressed concerns about time commitment for officers and putting officers in the position of potentially needing to use force.

Rep. Tanya Vyhovsky said that the disability exemptions are a requirement. She said that there was no precedent for religious exemption except for things like taking communion. She noted that a fine is not required. She noted that the statewide mandate did not use a fine but that there was an uptick in masking. She asked whether this would necessitate sign posting around masking requirements.

Yves Dubief spoke about his research around aerosols and that he has worked with Essex High School to keep the school safe. He said that action is needed and that decisions around mask mandates should be data-driven. He noted that the CDC offers guidelines around reducing transmissibility.

**SELECTBOARD
(DRAFT)**

December 6, 2021

Gil Allen spoke in support of a mask mandate from his position as a clinician and a concerned citizen. He said the Selectboard needs to be careful in how a mandate is messaged to the community. He said there needs to be buy-in and that the Town should provide rationale for it (such as data points). He said that blanket religious exemptions should not be granted, since they would render the mandate ineffective.

Brian Shelden, Alexis Dubief, Richard Smile, Annie Cooper, Diane Clemens, Suzanne Lawrence, David Skopin, Natalee Braun, and Lorraine Zaloom expressed strong support for a mask mandate.

Gabrielle Smith spoke in support of a mask mandate, but said that it should not have an accompanying fine. She advised vaccination requirements for restaurants with an accompanying ID. Raj Chawla agreed that restaurants and bars should require proof of vaccination status.

Nate O'Connor spoke about a personal loss due to covid and encouraged a strong following of the science and data around a mask mandate. He said a strong and swift action by the Selectboard to implement the mandate would be crucial.

DAWN HILL-FLEURY made a motion, seconded by TRACEY DELPHIA, that the Selectboard representing the Town of Essex pass a mandatory mask mandate to cover all persons over the age of 2, all businesses and house of worship, that it be done by voluntary compliance and not enforcement, to be reviewed every 30 days, and to be put into effect by December 10th.

The Selectboard discussed details and possible friendly amendments to the motion.

DAWN HILL-FLEURY withdrew her motion.

TRACEY DELPHIA made a motion, seconded by SUE COOK, that the Selectboard approve the model face covering rule nonenforcement in packet specific to the Town of Essex with the following exceptions: children under 2 years; a person with a disability who cannot wear a face covering or cannot safely wear a face covering for reasons related to the disability; a person for whom wearing a face covering would create a risk to workplace health, safety, or job duty as determined by the workplace risk assessment; any person who is seated while eating or drinking inside any establishment that serves food or beverage; that all establishments covered under this rule shall prominently display this requirement at their entrance, and that this rule go into effect on December 7. The motion passed 5-0.

g. Consider request to amend the Town Charter with a recall provision

Brad Kennison spoke on behalf of voters and presented a proposal to amend the town charter to include a recall provision for an elected town officer. He said the proposal describes the conditions and procedures of the recall process, including thresholds for petitions and the proportion of votes needed for a recall. He spoke about past examples of recalls in Vermont. He advocated for a simple majority vote rather than a two-thirds majority vote.

**SELECTBOARD
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Ms. Hill-Fleury asked about the rationale for this amendment. Mr. Kennison replied that it is an accountability measure for public officials in a democratic system and provides voters with a measure of recourse should a public official engage in egregious behavior.

Mr. Murray asked why Essex would need this measure, given that many other municipalities in Vermont don't have it. He also asked why a simple majority is being recommended rather than a two-thirds vote. He cited concern that a recall vote would come at a cost to the Town. Mr. Kennison replied that this measure would ensure a more proactive process, since the language would be inserted into the Town's charter, should it be needed. He said that every Town with a recall provision has slightly different language, and said the threshold to have a recall vote on the ballot in Essex would require more than a thousand signatures.

Mr. Watts said the Selectboard could reject this request, in which case community members could come back with a petition and the Selectboard would not have any input into specific charter language, or the Selectboard could contemplate enacting this as a proposed charter amendment, in which case they would be able to shape language based on public input.

Ms. Delphia suggested creating a charter change committee that could examine potential charter changes and issues recommendations to the Selectboard.

Irene Wrenner said the purpose of recalls should not be to punish a member for speaking up for a marginalized part of the community or isolate a member for being assertive, but is a way for voters to admit that they were misled, and is a curative action to correct mistakes. She expressed support for a recall provision in the Town's charter and also expressed support for the formation of a committee.

Annie Cooper said she sees the validity of a recall provision, but expressed hesitation for having it in the Town charter.

Harlan Smith asked if there are provisions in the Selectboard's code of conduct or policies to remove a member if they are behaving egregiously. Mr. Watts replied that no, they must wait until the member's term ends. Mr. Smith expressed concern that a recall provision could lead to witch hunts.

Alise Certa said that any recall action should have a high threshold, both in terms of the number of residents needed for a petition and the reasons for which an official could be removed through a recall.

Patty Davis said she could see the advantages and disadvantages of proactively modifying the charter to include a recall provision.

Staff will research other municipalities' charter committees to determine best practices and develop recommendations for the Selectboard.

h. *Discussion and potential action on tentative agreements about shared services between the Town of Essex and independent City of Essex Junction

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The Selectboard reviewed changes to shared services agreements with the Independent City of Essex Junction, based on discussion at the last board meeting with the Village Trustees. They reviewed and proposed changes to the Delinquent Tax Agreement and the Information Technology Agreement. They additionally reviewed the Right of First Refusal Agreement, the Stormwater Agreement, the Police Services Agreement, and the Reappraisal and Assessor Services Agreement.

DAWN HILL-FLEURY made a motion, seconded by TRACEY DELPHIA, that the Selectboard remain in session until 11:30 PM. The motion passed 5-0.

i. **Discussion and potential action to hire Town Manager

This discussion took place later in executive session.

j. *Discussion about grievance**

This discussion took place later in executive session.

6. CONSENT ITEMS

- a. Consider approval of Error & Omission at 14 Freeman Woods
- b. Consider approval of Resilient Urban Forests for All Grant
- c. Approve minutes: November 22, 2021 – (Joint)
- d. Check Warrants: #17926—11/12/2021; #17928—11/19/2021; #17930—12/03/2021

TRACEY DELPHIA made a motion, seconded by SUE COOK, to approve the consent agenda. The motion passed 5-0.

7. READING FILE

- a. Board member comments
- b. Memo from Dennis Lutz re: Update on capital plan
- c. Upcoming meeting schedule

8. EXECUTIVE SESSION

- a. ***An executive session is anticipated to discuss negotiation of contracts and agreements between the Town of Essex and Village/City of Essex Junction**
No executive session was held regarding this topic.

- b. **** An executive session is anticipated to discuss the employment of public employees**

SUE COOK made a motion, seconded by TRACEY DELPHIA, that the Selectboard enter into executive session to discuss the employment of a public employee in accordance with 1 V.S.A. Section 313(a)(3), to include Town Attorney, Unified Manager, and Deputy Manager. The motion passed 5-0.

- c. ***** An executive session is anticipated to discuss a grievance**

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SUE COOK made a motion, seconded by TRACEY DELPHIA, that the Selectboard make the specific finding that general public knowledge of a grievance would clearly place the Town at a substantial disadvantage. The motion passed 5-0.

SUE COOK made a motion, seconded by TRACEY DELPHIA, that the Selectboard enter into executive session to discuss a grievance, pursuant to 1 V.S.A. § 313(a)(1)(D), to include Town Attorney, Town Manager, and Deputy Town Manager. The motion passed 5-0.

The Selectboard entered into executive session at 10:55 PM.

DAWN HILL-FLEURY made a motion, seconded by SUE COOK, to exit executive session. The motion passed 5-0 at 11:25 PM.

DAWN HILL-FLEURY made a motion, seconded by SUE COOK, that the Selectboard offer Deputy Manager Greg Duggan the position of Town Manager and authorize the Board Chair and Vice Chair to enter into negotiations to finalize a contract good through June 30, 2024. The motion passed 5-0.

DAWN HILL-FLEURY made a motion, seconded by SUE COOK, to exit executive session. The motion passed 5-0 at 11:25 PM.

9. ADJOURN

DAWN HILL-FLEURY made a motion, seconded by SUE COOK, to adjourn the meeting. The motion passed 5-0 at 11:29 PM.

Respectfully Submitted,
Amy Coonradt, Recording Secretary

Approved this _____ day of _____, 2021
(see minutes of this day for corrections, if any)

**SELECTBOARD & TRUSTEES
(DRAFT)**

**TOWN OF ESSEX SELECTBOARD
VILLAGE OF ESSEX JUNCTION TRUSTEES
DRAFT JOINT MEETING MINUTES
MONDAY, DECEMBER 13, 2021**

SELECTBOARD: Andy Watts, Chair; Sue Cook; Tracey Delphia; Dawn Hill-Fleury; Patrick Murray

TRUSTEES: Andrew Brown, President; Raj Chawla; Dan Kerin; Amber Thibeault

ADMINISTRATION and STAFF: Evan Teich, Unified Manager; Courtney Bushey, Interim Finance Director; Charlie Cole, Fire Chief; Greg Duggan, Deputy Manager; Bill Ellis, Town Attorney; Ron Hoague, Police Chief; Marguerite Ladd, Assistant Manager; Brad Luck, Essex Junction Recreation & Parks Director; Robin Pierce, Essex Junction Community Development Director; Tom Richards, Assistant Fire Chief; Alex Caron, Dispatcher

OTHERS PRESENT: Bob Burrows, Kevin Collins, Annie Cooper, Erin Dickinson, Essex ReTorter, Maureen Gillard, Deb McAdoo, Ken Signorello, Brian Shelden, Harlan Smith, Margaret Smith, Irene Wrenner, R M

1. CALL TO ORDER

Mr. Watts called the Town of Essex Selectboard to order for the joint meeting with the Village of Essex Junction Board of Trustees at 6:30 PM.

Mr. Brown called the Village of Essex Junction Board of Trustees to order for the joint meeting with the Essex Selectboard at 6:30 PM.

2. AGENDA ADDITIONS/CHANGES

Mr. Duggan requested to remove item 5g, "Discussion about Tree Farm Business Plan and New Agreements."

3. APPROVE AGENDA

DAWN HILL-FLEURY made a motion, seconded by **TRACEY DELPHIA**, to amend the agenda to remove item 5g, "Discussion about Tree Farm Business Plan and New Agreements." The motion passed 5-0.

DAN KERIN made a motion, seconded by **RAJ CHAWLA**, to approve the agenda as amended. The motion passed 4-0.

4. PUBLIC TO BE HEARD

Mr. Smith encouraged voting to be able to be done via electronic means for service members, as the current method makes it difficult to have their votes counted.

5. BUSINESS ITEMS

a. Discussion and potential action on tentative agreements about shared services between Town of Essex and independent City of Essex Junction

Mr. Brown said he hopes to approve specific agreements as they are discussed. Regarding the Memorandum of Understanding (MOU), Mr. Brown said the Shared Financial Services agreement has changed to a Clerk/Treasurer's Agreement due to recent staff changes. Mr.

Luck clarified that there is a need to create a Financial Services Agreement right now, and that it is no longer relevant to the MOU. The boards discussed the timing of separating the Clerk/Treasurer's office, and when the City would formally establish its own Clerk/Treasurer services. Public input was requested, and none was given.

SUE COOK made a motion, seconded by TRACEY DELPHIA, that the Selectboard approve the tentative agreement for the Memorandum of Understanding. A friendly amendment was offered by TRACEY DELPHIA, and accepted by SUE COOK, that this approval includes the changes that were included in tonight's packet. Motion passed 5-0.

RAJ CHAWLA made a motion, seconded by DAN KERIN, to approve the tentative Memorandum of Understanding, including the changes listed in tonight's packet. Motion passed 4-0.

Regarding the Delinquent Tax Agreement, Mr. Watts clarified that the Town would hold delinquencies for all taxes they collect, and the Village would do the same for the taxes that they collect. This agreement no longer details on-time tax collection. Mr. Watts asked for public input, none was given.

SUE COOK made a motion, seconded by PATRICK MURRAY, that the Selectboard approve the Delinquent Tax Agreement as currently amended. Motion passed 5-0.

RAJ CHAWLA made a motion, seconded by DAN KERIN, to approve the Delinquent Tax Agreement as currently amended. Motion passed 4-0.

Regarding the IT Agreement, Ms. Delphia requested that language regarding the City IT consultants, as well as City employees, not violating state or federal law be added into the document. Mr. Chawla said that this would be addressed in the City's agreement with their consultant, Ms. Cook countered that this agreement has not been developed yet. Mr. Watts requested public comment, and Mr. Smith said that he believes that liability for a City contractor would fall on the City.

TRACEY DELPHIA made a motion, seconded by DAWN HILL FLEURY, that the Selectboard approve the Information Technology Agreement as presented in the packet, with the change to the sentence, "In the process of migration, the City shall not violate any state or federal regulations regarding protected data," to "In the process of migration, the City or it's contractor shall not violate any state or federal regulations regarding protected data. Motion passed 5-0.

RAJ CHAWLA made a motion, seconded by DAN KERIN, that the Trustees approve the Information Technology Agreement as presented in the packet, with the change to the sentence, "In the process of migration, the City shall not violate any state or federal regulations regarding protected data," to "In the process of migration, the City or it's contractor shall not violate any state or federal regulations regarding protected data. Motion passed 4-0.

Regarding the Police Services Agreement, neither board, nor the public had any comment.

DAWN HILL-FLEURY made a motion, seconded by SUE COOK, that the Selectboard approve the police services agreement as presented in the packet. Motion passed 5-0.

DAN KERIN made a motion, seconded by RAJ CHAWLA, that the Trustees approve the Police Services Agreement as presented in the packet. Motion passed 4-0.

Regarding the Reappraisal and Assessor Services agreement, the boards discussed allocation of justices of the peace, addressed inconsistencies and clarified language throughout the document, and clarified the timing in the agreement in relation to potential appeals. Public input was requested, none was given.

SUE COOK made a motion, seconded by TRACEY DELPHIA, that the Selectboard approve the reappraisal and assessor services agreement with the amendments as represented in the document, and additional amendments to include, in Section 9, “upcoming reappraisal is completed, as defined when the change of real estate values are sent to property owners” and also in Section 9 “to replace this agreement with shared assessor services.” SUE COOK amended the motion to include renumbering the agreement. Motion passed 5-0.

RAJ CHAWLA made a motion, seconded by DAN KERIN, that the Trustees approve the Reappraisal and Assessor Services Agreement with the amendments as represented in the document, and additional amendments to include, in Section 9, “upcoming reappraisal is completed, as defined when the change of real estate values are sent to property owners” and also in Section 9 “to replace this agreement with shared assessor services,” and renumber the agreement. Motion passed 4-0.

Regarding the Right of First Refusal, neither the boards nor the public had any comment.

DAWN HILL-FLEURY made a motion, seconded by SUE COOK, that the Selectboard accept the Right of First Refusal Agreement as presented in this evening’s document. Motion passed 5-0.

RAJ CHALWA made a motion, seconded by DAN KERIN, that the Trustees accept the Right of First Refusal Agreement as presented in this evening’s document. Motion passed 4-0.

Regarding the Stormwater Agreement, Mr. Watts said that existing projects will be completed jointly, and beyond that projects will be done separately. Ms. Delphia suggested that these projects be listed out, the majority of the Selectboard agreed. Mr. Brown requested that this document be approved with the caveat that a list of projects be included, and Mr. Ellis confirmed that this is a reasonable request. The Selectboard discussed whether or not to approve the agreement without seeing the list of projects. In public comment, Ms. McAdoo said the Selectboard is dragging their heels, and not doing what is best for the people that they represent. Ms. Cooper encouraged the Selectboard to move forward in this process. Mr. Brown encouraged the Selectboard to move forward, and reminded them that these are tentative agreements.

DAWN HILL-FLEURY made a motion to table this discussion until the next Selectboard meeting. No second, motion failed.

TRACEY DELPHIA made a motion, seconded by DAWN HILL-FLEURY, that the Selectboard approve the Stormwater Agreement as presented, with the following change: Add in #5, which states, "This agreement may be amended or modified by mutual written agreement of the parties," and add in the following items: "and subject to receipt and approval of the currently approved project list." Motion passed 5-0.

DAN KERIN made a motion, seconded by RAJ CHAWLA, that the Trustees approve the Stormwater Agreement as presented, with the following change: Add in #5, which states, "This agreement may be amended or modified by mutual written agreement of the parties," and add in the following items: "And subject to receipt and approval of the currently approved project list." Motion passed 4-0.

DAWN HILL-FLEURY made a motion, seconded by SUE COOK, to amend the agenda to postpone the review of Brad Luck's letter and move on to the presentation of the public safety radio system. Motion passed 5-0.

RAJ CHAWLA made a motion, seconded by DAN KERIN, to amend the agenda to postpone the review of Brad Luck's letter and move on to the presentation of the public safety radio system. Motion passed 4-0.

b. Discussion about purchasing radio infrastructure for public safety

Town Police and Fire staff members gave an overview of the radio infrastructure that the Town and Village use, which is a receiver and microwave system that utilizes portable radios. This is a life safety tool and essential for public safety. Funding for replacement costs, including capital funding and grants, were discussed. The use of radio infrastructure by Public Works was discussed, as well as the dispatch services the Essex Police Department provides to other communities and if they should be compensated for doing so in the future.

a. Discussion and potential action on tentative agreements about shared services between Town of Essex and independent City of Essex Junction

Mr. Luck discussed a memo regarding current operations of Clerk/Treasurer and Finance, the possibility of continuing shared boards and commissions, and shared access to recreational services. The boards indicated approval with sharing indirect costs, as well as having both Finance Departments housed at 81 Main Street for a period. The boards indicated an interest in exploring the possibility of sharing the Essex BEST Committee, Committee on Equity for Essex, the Economic Development Commission, and the Housing Commission. This idea will be brought back to the boards and commissions for further review. The boards discussed collaboration in recreation services, including childcare, Indian Brook, and the pools. Mr. Luck clarified that Essex Junction Recreation and Parks will continue to provide afterschool and break childcare for students in the Essex Westford School District independent from this agreement. The boards expressed support for continuing to share the cost of senior services until at least 2025. In public comment, Ms. Wrenner said the Essex Energy Committee is meeting in two days and asked if members should discuss if they should collaborate with the Village in the future. Mr. Watts answered affirmatively. She also said that some Village residents may want to

have access to Town recreation programs and asked why the Village was going to have access to Indian Brook without financial remuneration.

c. Presentation and potential action on Out & About in Essex

Ms. Cooper said the second annual Out & About event was held the first weekend in October. Thirty-one businesses participated, 30 performers performed, several municipal departments and boards/committees volunteered, and over \$11,000 in vouchers were paid out. The boards thanked Ms. Cooper and the committee for their hard work.

d. Discussion about retail cannabis and update on first public forum

Mr. Pierce said additional public forums will be held on the issue, and that a requirement to keep cannabis sales a certain distance from schools are being considered. A vote will need to occur for municipalities to opt-in to cannabis sales, and additional public engagement will occur prior to this.

e. Discussion of Essex Rescue funding request for fiscal year 2023

Mr. Duggan said Essex Rescue has requested a large increase for the next fiscal, from a per capita rate of \$3.87 to \$10.91. This was done via a request to the Selectboard, however it will affect the Village via their taxes paid to the Town.

f. Discussion and possible action on Town of Essex payment to Village of Essex Junction for hire of Finance Director

Mr. Duggan said that the Finance Department is splitting into two departments, one for the Town and one for the Village. The Village is advertising for a Finance Director, and Courtney Bushey, former Assistant Finance Director, is the Interim Finance Director for the Town. The Village Trustees have requested \$60,000 to represent approximately six months salary for the Finance Director. Mr. Brown clarified that this is a request for funding back, as the Village has paid for services that they did not receive. The Boards debated this point, and staff will check the numbers and discuss this further at a future meeting.

~~g. Discussion about Tree Farm Business Plan and New Agreements~~

h. Discussion and possible action about contracts

This was discussed during executive session.

6. CONSENT AGENDA

AMBER THIBEAULT made a motion, seconded by **ANDREW BROWN**, to approve the Consent Agenda. The motion passed 4-0.

a. Approve minutes: November 22, 2021 – (Trustees only)

7. READING FILE

a. Board member comments: Mr. Watts requested that staff schedule future joint meetings into 2022.

b. Questions & Answers about Town of Essex Rule Requiring Face Coverings Indoors in Public Spaces

c. Upcoming meeting schedule

8. EXECUTIVE SESSION

- ~~a. An executive session may be needed to discuss negotiation of contracts and agreements between the Town of Essex and Village/City of Essex Junction~~
~~b. An executive session may be needed to discuss security or emergency response measures, the disclosure of which could jeopardize public safety~~
c. An executive session is anticipated to discuss contracts

SUE COOK made a motion, seconded by TRACEY DELPHIA, that the Selectboard make the specific finding that general public knowledge of contract negotiations with an employee would place the Town at a substantial disadvantage. The motion passed 5-0.

SUE COOK made a motion, seconded by TRACEY DELPHIA, that the Selectboard enter into executive session to discuss contract negotiations with an employee, pursuant to 1 V.S.A. § 313(a)(1)(A) to include the Trustees. The motion passed 5-0.

ANDREW BROWN made a motion, seconded by AMBER THIBEAULT, that the Trustees make the specific finding that general public knowledge of contract negotiations with an employee would place the Village at a substantial disadvantage. The motion passed 4-0.

ANDREW BROWN made a motion, seconded by DAN KERIN, that the Trustees enter into executive session to discuss contract negotiations with an employee, pursuant to 1 V.S.A. § 313(a)(1)(A) to include the Selectboard. The motion passed 4-0.

DAWN HILL-FLEURY made a motion, seconded by SUE COOK, for the Selectboard to exit executive session. Motion passed 5-0 at 10:57 PM.

ANDREW BROWN made a motion, seconded by DAN KERIN, for the Trustees to exit executive session. Motion passed 4-0 at 11 PM.

9. ADJOURN

DAWN HILL-FLEURY made a motion, seconded by SUE COOK, for the Selectboard to adjourn. Motion passed 5-0 at 11:03 PM.

ANDREW BROWN made a motion, seconded by DAN KERIN, for the Trustees to adjourn. Motion passed 4-0 at 11:05 PM.

Respectfully Submitted,
Darby Mayville
Recording Secretary

12/17/21

Town of Essex / Village of EJ Accounts Payable

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01:02 pm

Check Warrant Report # 17934 Current Prior Next FY Invoices For Fund (GENERAL FUND)

sfitzGerald

For Check Acct 01 (GENERAL FUND) All check #s 12/17/21 To 12/17/21 & Fund 1

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
37985	11/27/21	A T & T MOBILITY RK Cell Phones IBR Hot S 87301811221	110-5-30-12-530.000 Communications	207.11	37404	12/17/21
14400	12/15/21	ABOVE AND BEYOND December cleaning - 81 Ma 302	110-5-41-10-400.000 Contracted Services	830.00	37405	12/17/21
07305	12/01/21	AIRGAS USA LLC cylinder lease renewal 9984831047	110-5-40-12-430.001 R&M Vehicles - Supplies	399.08	37406	12/17/21
24455	11/11/21	ALLEGIANCE TRUCKS ENGINE 1 REPAIRS B20100432001	110-5-25-10-430.000 R&M Vehicles & Equipment	1338.29	37407	12/17/21
24455	11/11/21	ALLEGIANCE TRUCKS ENGINE 1 REPAIRS, DEFROST R201004322:0	110-5-25-10-430.000 R&M Vehicles & Equipment	1803.31	37407	12/17/21
19815	12/08/21	AMAZON CAPITAL SERVICES EVIDENCE SUPPLIES 1P9QPFR49GY6	110-5-20-10-611.000 Small Tools and Equipment	15.95	37408	12/17/21
02420	10/29/21	AUTOZONE LIGHT BULB RETURN 3236019004	110-5-20-10-430.000 R&M Vehicles & Equipment	-15.90	37412	12/17/21
02420	12/13/21	AUTOZONE CRUISER MAINT SUPPLIES 3236041299	110-5-20-10-430.000 R&M Vehicles & Equipment	24.88	37412	12/17/21
02000	11/23/21	BAKER & TAYLOR, INC Adult Books 5017384199	110-5-35-10-640.201 Adult Collection	59.77	37413	12/17/21
02000	11/23/21	BAKER & TAYLOR, INC Adult Books 5017384199	110-5-35-10-610.000 General Supplies	2.80	37413	12/17/21
02000	12/03/21	BAKER & TAYLOR, INC Adult Books 5017401415	110-5-35-10-640.201 Adult Collection	76.69	37413	12/17/21
02000	12/03/21	BAKER & TAYLOR, INC Adult Books 5017401415	110-5-35-10-610.000 General Supplies	3.50	37413	12/17/21
07465	11/10/21	BIBENS ACE HARDWARE INC supplies to fix bottom ai 42915	110-5-41-14-431.000 R&M Buildings & Grounds	45.96	37414	12/17/21
07465	11/10/21	BIBENS ACE HARDWARE INC supplies to fix bottom do 42916	110-5-41-14-431.000 R&M Buildings & Grounds	27.98	37414	12/17/21
07465	12/01/21	BIBENS ACE HARDWARE INC materials for front door 43077	110-5-41-11-431.000 R&M Buildings & Grounds	3.60	37414	12/17/21
07465	12/08/21	BIBENS ACE HARDWARE INC Ice Rink Supplies 431475	110-5-30-12-610.000 General Supplies	34.99	37414	12/17/21
07465	12/14/21	BIBENS ACE HARDWARE INC cleaning supplies for the 43204	110-5-41-15-610.000 General Supplies	9.56	37414	12/17/21
07465	12/14/21	BIBENS ACE HARDWARE INC building supplies 43207	110-5-41-15-431.000 R&M Buildings & Grounds	24.31	37414	12/17/21
07465	12/15/21	BIBENS ACE HARDWARE INC shop supplies 43219	110-5-41-15-431.000 R&M Buildings & Grounds	27.46	37414	12/17/21
24475	12/03/21	BOND O'REILLY AUTO-ESSEX supplies 5677333325	110-5-40-12-430.001 R&M Vehicles - Supplies	14.98	37415	12/17/21
02235	11/29/21	BOUND TREE MEDICAL LLC EMS SUPPLIES 84304671	110-5-25-10-611.000 Small Tools and Equipment	167.52	37416	12/17/21
02235	11/29/21	BOUND TREE MEDICAL LLC EMS SUPPLIES 84304672	110-5-25-10-611.000 Small Tools and Equipment	7.92	37416	12/17/21
03000	12/09/21	CARGILL SALT EASTERN INC road salt 2906716062	110-5-40-12-600.000 Salt, Sand and Gravel	4660.32	37420	12/17/21
03000	12/14/21	CARGILL SALT EASTERN INC winter road salt 2906727833	110-5-40-12-600.000 Salt, Sand and Gravel	2348.41	37420	12/17/21
11375	12/01/21	CASELLA WASTE MANAGEMENT trash pick up 81 Main St 3240518	110-5-41-15-400.000 Contracted Services	257.03	37421	12/17/21

12/17/21

Town of Essex / Village of EJ Accounts Payable

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01:02 pm

Check Warrant Report # 17934 Current Prior Next FY Invoices For Fund (GENERAL FUND)

sfitzGerald

For Check Acct 01 (GENERAL FUND) All check #s 12/17/21 To 12/17/21 & Fund 1

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
11375	CASELLA WASTE MANAGEMENT	12/01/21 Sandhill Trash Removal	110-5-30-12-570.000	210.84	37421	12/17/21
		3240530	Other Purchased Services			
11375	CASELLA WASTE MANAGEMENT	12/01/21 DEC TRASH/RECYCLE	110-5-41-13-400.000	145.91	37421	12/17/21
		3241834	Contracted Services			
07710	CCR SALES AND SERVICE LLC	12/09/21 Chainsaw Maintenance	110-5-30-12-430.000	36.29	37422	12/17/21
		57946	R&M Vehicles & Equipment			
07710	CCR SALES AND SERVICE LLC	12/15/21 chain saw parts	110-5-40-12-430.001	98.98	37422	12/17/21
		58091	R&M Vehicles - Supplies			
07710	CCR SALES AND SERVICE LLC	12/08/21 E2 SAW HANDLE	110-5-25-10-430.000	6.53	37422	12/17/21
		74686	R&M Vehicles & Equipment			
26395	CCRPC	10/29/21 Tanglewood shared use pat	110-5-40-13-330.000	230.07	37423	12/17/21
		1849192	Professional Services			
26395	CCRPC	11/19/21 Town Ctr Transportation S	110-5-40-12-330.000	144.51	37423	12/17/21
		1854684	Professional Services			
22245	CHARGE POINT INC	10/29/21 Charge point contract -	110-5-41-10-400.000	139.41	37426	12/17/21
		118309	Contracted Services			
22245	CHARGE POINT INC	10/29/21 Charge point contract -	110-1-00-00-120.000	1179.59	37426	12/17/21
		118309	Prepaid Expenses			
33925	CHUCK'S HEATING & AIR CON	11/11/21 Contractual mechanical se	110-5-41-16-400.000	330.00	37428	12/17/21
		W41870	Contracted Services			
04940	COMCAST	11/28/21 Internet 12/8-1/7/21 EFL	110-5-41-14-530.000	5.00	37432	12/17/21
		0050825 1121	Communications			
04940	COMCAST	11/14/21 SHP Internet 11/21/12/20/	110-5-30-11-530.000	149.95	37433	12/17/21
		0116220 112A	Communications			
19330	CONSOLIDATED COMMUNICATIO	11/18/21 Potts lines EFL	110-5-41-11-530.000	155.34	37436	12/17/21
		111821 EFL	Communications			
19330	CONSOLIDATED COMMUNICATIO	11/30/21 Potts lines Alderbrook, p	110-5-30-11-530.000	58.75	37437	12/17/21
		113021D	Communications			
17025	COONRADT AMY	12/08/21 12/6 and 12/7 Meetings	110-5-11-10-330.000	255.84	37438	12/17/21
		0075	Professional Services			
05180	DOLAN CONSULTING GROUP LL	12/15/21 DeEscalation Instr Ren	110-5-20-10-500.000	95.00	37440	12/17/21
		121521D	Training, Conf, Dues			
27245	EAS TEK	12/13/21 Mechanical contractual se	110-5-41-10-400.000	1297.76	37443	12/17/21
		1323	Contracted Services			
05020	ESSEX JCT VILLAGE OF	11/29/21 EPD WATER/ SEWER BILL	110-5-41-13-410.000	442.19	37446	12/17/21
		202329441	Water and Sewer Charges			
25600	ESSEX RESCUE, INC	12/03/21 Essex Rescue FY 2022	110-5-18-10-800.106	76300.00	37447	12/17/21
		467	Essex Rescue			
21825	FIRST NATIONAL BANK OMAHA	11/24/21 WEB HOSTING SERVICE	110-5-25-10-611.000	360.00	37451	12/17/21
		5442 1121	Small Tools and Equipment			
24825	FIRST NATIONAL BANK OMAHA	11/24/21 NOV CREDIT CARD	110-5-20-10-500.000	-95.00	37452	12/17/21
		8151 1121	Training, Conf, Dues			
24825	FIRST NATIONAL BANK OMAHA	11/24/21 NOV CREDIT CARD	110-5-20-10-550.000	53.49	37452	12/17/21
		8151 1121	Printing and Binding			
24825	FIRST NATIONAL BANK OMAHA	11/24/21 NOV CREDIT CARD	110-5-20-10-580.000	38.26	37452	12/17/21
		8151 1121	Travel			
24825	FIRST NATIONAL BANK OMAHA	11/24/21 NOV CREDIT CARD	110-5-20-10-610.000	110.79	37452	12/17/21
		8151 1121	General Supplies			
24825	FIRST NATIONAL BANK OMAHA	11/24/21 NOV CREDIT CARD	110-5-20-10-612.000	65.70	37452	12/17/21
		8151 1121	Uniforms			

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24825	FIRST NATIONAL BANK OMAHA	11/24/21	NOV CREDIT CARD 8151 1121	110-5-20-10-830.000 Regular Programs	38.47	37452	12/17/21
24825	FIRST NATIONAL BANK OMAHA	11/24/21	9572 November 2021 9572 1121	110-5-10-10-755.000 Furniture and Fixtures	1275.30	37452	12/17/21
24825	FIRST NATIONAL BANK OMAHA	11/24/21	9572 November 2021 9572 1121	110-5-11-10-500.000 Training, Conf, Dues	144.99	37452	12/17/21
24825	FIRST NATIONAL BANK OMAHA	11/24/21	9572 November 2021 9572 1121	110-5-10-10-610.000 General Supplies	-39.00	37452	12/17/21
14595	FOLEY SERVICES INC	12/07/21	CARPET RUNNERS 1403888	110-5-41-13-400.000 Contracted Services	50.50	37456	12/17/21
14595	FOLEY SERVICES INC	12/14/21	CARPET RUNNERS 1405105	110-5-41-13-400.000 Contracted Services	50.50	37456	12/17/21
13570	GALE/CENGAGE LEARNING	12/03/21	Large Print Books 76259689	110-5-35-10-640.201 Adult Collection	62.38	37457	12/17/21
13570	GALE/CENGAGE LEARNING	12/06/21	Large Print Books 76268710	110-5-35-10-640.201 Adult Collection	30.39	37457	12/17/21
04035	GOT THAT RENTAL & SALES I	12/10/21	Equipment Parts 94019	110-5-30-12-430.000 R&M Vehicles & Equipment	64.35	37462	12/17/21
04035	GOT THAT RENTAL & SALES I	12/14/21	shovels 94379	110-5-40-12-611.000 Small Tools and Equipment	140.96	37462	12/17/21
07010	GREEN MOUNTAIN POWER CORP	11/29/21	Nov power various locatio 112921D	110-5-41-14-622.000 Electricity	141.16	37463	12/17/21
07010	GREEN MOUNTAIN POWER CORP	11/29/21	Nov power various locatio 112921D	110-5-41-16-622.000 Electricity	90.54	37463	12/17/21
07010	GREEN MOUNTAIN POWER CORP	11/29/21	Nov power various locatio 112921D	110-5-41-17-622.000 Electricity	144.47	37463	12/17/21
07010	GREEN MOUNTAIN POWER CORP	11/29/21	Nov power various locatio 112921D	110-5-41-18-622.000 Electricity	83.60	37463	12/17/21
07010	GREEN MOUNTAIN POWER CORP	11/29/21	Nov power various locatio 112921D	110-5-41-24-622.000 Electricity	43.57	37463	12/17/21
07010	GREEN MOUNTAIN POWER CORP	11/29/21	Nov power various locatio 112921D	110-5-40-12-622.200 Streetlight Electricity	7971.08	37463	12/17/21
07010	GREEN MOUNTAIN POWER CORP	12/09/21	EPD ELECTRICITY 120921145PD	110-5-41-13-622.000 Electricity	2220.63	37464	12/17/21
07010	GREEN MOUNTAIN POWER CORP	12/02/21	IBR Booth Power 1221 IBTB	110-5-30-12-570.000 Other Purchased Services	20.55	37467	12/17/21
2955	HEART WILDLIFE REMOVAL	12/08/21	NOV ANIMAL CONTROL 120821D	110-5-20-15-330.000 Professional Services	2916.66	37469	12/17/21
33495	INGRAM LIBRARY SERVICES I	11/28/21	Juvenile Books 56149279	110-5-35-10-640.202 Juvenile Collection	50.65	37471	12/17/21
33495	INGRAM LIBRARY SERVICES I	11/28/21	Juvenile Books 56149279	110-5-35-10-610.000 General Supplies	8.73	37471	12/17/21
33495	INGRAM LIBRARY SERVICES I	11/28/21	Adult Book 56149280	110-5-35-10-640.201 Adult Collection	14.81	37471	12/17/21
20005	INTEX PROPERTY MAINTENANC	12/13/21	Multi-fold towels 202	110-5-41-11-431.000 R&M Buildings & Grounds	33.45	37472	12/17/21
20005	INTEX PROPERTY MAINTENANC	12/15/21	December cleaning - Town 2427A	110-5-41-11-400.000 Contracted Services	715.00	37472	12/17/21
20005	INTEX PROPERTY MAINTENANC	12/15/21	December cleaning - Town 2427A	110-5-41-17-400.000 Contracted Services	220.00	37472	12/17/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
27670	12/14/21	IROQUOIS MANUFACTURING, I plow parts - trk 25 161375	110-5-40-12-430.001 R&M Vehicles - Supplies	104.91	37473	12/17/21
43815	11/24/21	JERIHILL ACE HARDWARE CSWD KEYS ,HOOKS, SURGE P 233937	110-5-25-10-430.000 R&M Vehicles & Equipment	49.93	37475	12/17/21
28255	12/10/21	JOHN LEO & SONS INC CAR 10 VSI, LOF CHECK OVE 134848	110-5-25-10-430.000 R&M Vehicles & Equipment	542.38	37476	12/17/21
13765	12/15/21	KELLEY SHARON Oct., Nov., Dec. 2021 Dep 13765C	110-5-18-10-330.000 Professional Services	1815.30	37479	12/17/21
17710	12/14/21	KOFILE INC / GOVOS INC December land records KSW002339	110-5-12-10-505.000 Tech. Subs, Licenses	1205.00	37481	12/17/21
28830	11/29/21	MAD RIVER PAINTING LLC subcontractor work painin 000057	110-5-41-10-431.000 R&M Buildings & Grounds	270.00	37487	12/17/21
13000	12/13/21	MARSHALL TIRE GROUP INC tires for trk 108 64800	110-5-40-12-430.000 R&M Vehicles & Equipment	1456.75	37489	12/17/21
26475	11/29/21	MCNEIL,LEDDY, & SHEAHAN I October Town Legal 112121d	110-5-10-10-320.000 Legal Services	11299.00	37491	12/17/21
V9970	12/04/21	MIDWEST TAPE Adult DVDs 501368223	110-5-35-10-640.201 Adult Collection	51.48	37492	12/17/21
V9970	12/11/21	MIDWEST TAPE Adult DVDs 501400496	110-5-35-10-640.201 Adult Collection	116.46	37492	12/17/21
14585	11/15/21	MUNICIPAL EMERGENCY SERVI THERMINAL CAMERA E3 I1644353	110-5-25-10-611.000 Small Tools and Equipment	2734.96	37494	12/17/21
44275	12/02/21	MVP SELECT CARE INC. Administrative Fee Invoic 202111 TOE	110-5-13-10-505.000 Tech. Subs, Licenses	40.00	37495	12/17/21
05485	12/10/21	NATIONAL BUSINESS LEASING Copier leases 12/15-1/14/ 74685078	110-5-25-10-442.000 Rental Vehicles/Equip	80.74	37496	12/17/21
05485	12/10/21	NATIONAL BUSINESS LEASING Copier leases 12/15-1/14/ 74685078	110-5-20-10-442.000 Rental Vehicles/Equip	80.74	37496	12/17/21
05485	12/10/21	NATIONAL BUSINESS LEASING Copier leases 12/15-1/14/ 74685078	110-5-20-10-442.000 Rental Vehicles/Equip	80.74	37496	12/17/21
05485	12/10/21	NATIONAL BUSINESS LEASING Copier leases 12/15-1/14/ 74685078	110-5-35-10-442.000 Rental Vehicles/Equip	80.74	37496	12/17/21
05485	12/10/21	NATIONAL BUSINESS LEASING Copier leases 12/15-1/14/ 74685078	110-5-40-10-442.000 Rental Vehicles/Equip	94.15	37496	12/17/21
05485	12/10/21	NATIONAL BUSINESS LEASING Copier leases 12/15-1/14/ 74685078	110-5-13-10-442.000 Rental Vehicles/Equip	120.43	37496	12/17/21
05485	12/10/21	NATIONAL BUSINESS LEASING Copier leases 12/15-1/14/ 74685078	110-5-20-10-442.000 Rental Vehicles/Equip	138.97	37496	12/17/21
05485	12/10/21	NATIONAL BUSINESS LEASING Copier leases 12/15-1/14/ 74685078	110-5-12-10-442.000 Rental Vehicles/Equip	138.97	37496	12/17/21
05485	12/10/21	NATIONAL BUSINESS LEASING Copier leases 12/15-1/14/ 74685078	110-5-40-10-442.000 Rental Vehicles/Equip	46.32	37496	12/17/21
05485	12/10/21	NATIONAL BUSINESS LEASING Copier leases 12/15-1/14/ 74685078	110-5-40-12-442.000 Rental Vehicles/Equip	46.32	37496	12/17/21
05485	12/10/21	NATIONAL BUSINESS LEASING Copier leases 12/15-1/14/ 74685078	110-5-10-10-442.000 Rental Vehicles/Equip	177.89	37496	12/17/21
10220	11/30/21	NEW ENGLAND AIR SYSTEMS L HRU #2 REPAIR 179570	110-5-41-13-431.000 R&M Buildings & Grounds	1287.00	37497	12/17/21
31335	12/14/21	NEW ENGLAND ASSOC CITY & Lodging for N.E. Clerk's 211214	110-5-12-10-580.000 Travel	220.00	37498	12/17/21

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
40075	12/01/21	NEW YORK CLEANERS NOV DRY CLEANING 120121D	110-5-20-10-612.000 Uniforms	261.55	37499	12/17/21
27240	11/08/21	OTIS ELEVATOR COMPANY Elevators Maintenance 81 M 100400589721	110-5-41-10-431.000 R&M Buildings & Grounds	231.84	37502	12/17/21
24100	12/03/21	PERMA-LINE CORP OF NEW EN traffic signs - 81 Main 190062	110-5-40-12-610.000 General Supplies	131.95	37504	12/17/21
27950	10/07/21	PETE'S TIRE BARNS INC front tire swap - Trk 123 039370	110-5-40-12-430.000 R&M Vehicles & Equipment	116.90	37505	12/17/21
V10554	09/16/21	PHOENIX BOOKS BURLINGTON Juvenile Book 227290	110-5-35-10-640.202 Juvenile Collection	12.78	37507	12/17/21
V10554	12/14/21	PHOENIX BOOKS BURLINGTON Juvenile Book 319659	110-5-35-10-640.202 Juvenile Collection	13.59	37507	12/17/21
28030	12/06/21	ROUTE 15 AUTOMOTIVE SERVI M/B 4 TIRES 131188	110-5-20-10-430.000 R&M Vehicles & Equipment	80.00	37513	12/17/21
28030	12/13/21	ROUTE 15 AUTOMOTIVE SERVI CLEANED OUT WHEELS 131189	110-5-20-10-430.000 R&M Vehicles & Equipment	25.00	37513	12/17/21
28030	12/13/21	ROUTE 15 AUTOMOTIVE SERVI M/B 4 TIRES 131190	110-5-20-10-430.000 R&M Vehicles & Equipment	80.00	37513	12/17/21
21705	12/13/21	S&J CREATIONS JACKET REPAIR 12423	110-5-20-10-612.000 Uniforms	10.00	37515	12/17/21
17505	12/07/21	SAND HILL SOLAR LLC Town Solar Nov 2021 136	110-5-30-11-622.000 Electricity	117.15	37516	12/17/21
17505	12/07/21	SAND HILL SOLAR LLC Town Solar Nov 2021 136	110-5-41-10-622.000 Electricity	406.22	37516	12/17/21
17505	12/07/21	SAND HILL SOLAR LLC Town Solar Nov 2021 136	110-5-41-12-622.000 Electricity	139.67	37516	12/17/21
17505	12/07/21	SAND HILL SOLAR LLC Town Solar Nov 2021 136	110-5-41-15-622.000 Electricity	333.79	37516	12/17/21
17505	12/07/21	SAND HILL SOLAR LLC Town Solar Nov 2021 136	110-5-41-16-622.000 Electricity	41.97	37516	12/17/21
17505	12/07/21	SAND HILL SOLAR LLC Town Solar Nov 2021 136	110-5-30-11-622.000 Electricity	291.66	37516	12/17/21
40630	11/30/21	SHOWCASES Patron ID Library Cards 322047	110-5-35-10-610.000 General Supplies	634.00	37519	12/17/21
36825	12/15/21	THE SMALL ENGINE CO INC chain saw parts 092574	110-5-40-12-430.001 R&M Vehicles - Supplies	56.24	37522	12/17/21
21000	12/09/21	UNIFIRST CORPORATION mats and wiper rags - hgw 1080055386	110-5-40-12-430.001 R&M Vehicles - Supplies	128.21	37523	12/17/21
11935	12/09/21	VIKING-CIVES USA salt flaps - trk 112 4510931	110-5-40-12-430.001 R&M Vehicles - Supplies	456.68	37526	12/17/21
11935	12/09/21	VIKING-CIVES USA parts for trk 123 4511016	110-5-40-12-430.001 R&M Vehicles - Supplies	66.67	37526	12/17/21
V2380	11/22/21	VLCT PACIF 22Q1 Town PACIF REN220190Q1	110-5-13-10-520.000 Insurance	46430.11	37528	12/17/21
V2380	11/22/21	VLCT PACIF 22Q1 Town PACIF REN220190Q1	110-5-25-10-260.000 Workers Comp Insurance	4398.25	37528	12/17/21
V2380	11/22/21	VLCT PACIF 22Q1 Town PACIF REN220190Q1	110-5-13-10-520.000 Insurance	63133.51	37528	12/17/21
24130	11/30/21	VT DEPT ENVIRONMENTAL CON State Dam Fee 414 2021	110-5-30-12-500.000 Training, Conf, Dues	1000.00	37530	12/17/21

12/17/21

Town of Essex / Village of EJ Accounts Payable

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01:02 pm

Check Warrant Report # 17934 Current Prior Next FY Invoices For Fund (GENERAL FUND)

sfitzGerald

For Check Acct 01 (GENERAL FUND) All check #s 12/17/21 To 12/17/21 & Fund 1

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
29825	11/22/21	VT GAS SYSTEMS Parks Garage VT Gas 22022	110-5-41-13-621.000	109.10	37531	12/17/21
		11222021	Natural Gas/Heating			
29825	11/22/21	VT GAS SYSTEMS Sand Hill Gas November	110-5-41-16-621.000	81.33	37532	12/17/21
		2536530 1121	Natural Gas/Heating			
27030	12/17/21	VT OFFICE OF CHILD SUPPORT Payroll Transfer	110-2-00-00-210.005	311.54	37533	12/17/21
		PR-12/17/21	Misc Deductions Payable			
30485	12/10/21	VT STATE FIREFIGHTERS ASS 2022 ANNUAL VSFA DUES	110-5-25-10-500.000	578.00	37535	12/17/21
		2022 DUES	Training, Conf, Dues			
43905	11/30/21	VT TIRE & SERVICE INC 18 TIRES	110-5-20-10-430.000	2769.56	37536	12/17/21
		391301	R&M Vehicles & Equipment			
43905	12/09/21	VT TIRE & SERVICE INC 10 TIRES	110-5-20-10-430.000	1579.00	37536	12/17/21
		392238	R&M Vehicles & Equipment			
23000	12/09/21	WHITCOMB 1/2" Crushed Stone	110-5-40-12-605.000	530.40	37538	12/17/21
		00005803	Summer Construction Suppl			
09005	12/17/21	ICMA - 457 (PLAN 302056) Payroll Transfer	110-2-00-00-210.005	4520.71	12150432	12/17/21
		PR-12/17/21	Misc Deductions Payable			
14545	12/17/21	ICMA-RC (PLAN 705508) Payroll Transfer	110-2-00-00-210.005	503.12	12150433	12/17/21
		PR-12/17/21	Misc Deductions Payable			
23055	12/17/21	ICMA - 401 (PLAN 10904) Payroll Transfer	110-2-00-00-210.004	1100.04	12150434	12/17/21
		PR-12/17/21	Retirement Payable			
V1161	12/17/21	ICMA RETIREMENT TRUST-401 Payroll Transfer	110-2-00-00-210.004	3689.76	12160232	12/17/21
		PR-12/17/21	Retirement Payable			
V1160	12/17/21	ICMA RETIREMENT TRUST-457 Payroll Transfer	110-2-00-00-210.004	945.43	12160233	12/17/21
		PR-12/17/21	Retirement Payable			
17425	12/17/21	ICMA ROTH PLAN 706287 Payroll Transfer	110-2-00-00-210.004	25.00	12160235	12/17/21
		PR-12/17/21	Retirement Payable			
05390	12/17/21	FAMILY SUPPORT REGISTRY Payroll Transfer	110-2-00-00-210.010	69.23	21121701	12/17/21
		PR-12/17/21	Judgements Payable			
21385	12/17/21	HEALTH EQUITY Payroll Transfer	110-2-00-00-210.009	159.50	21121702	12/17/21
		PR-12/17/21	HSA Payable HE			
14400	12/15/21	ABOVE AND BEYOND CJC NOV JANITORIAL	122-5-22-10-330.000	195.00	37405	12/17/21
		6611	Professional Services			
19815	12/11/21	AMAZON CAPITAL SERVICES CJC OFFICE SUPPLIES	122-5-22-10-610.000	49.75	37408	12/17/21
		1FX31GF4H33P	General Supplies			
19815	12/05/21	AMAZON CAPITAL SERVICES CJC FACE MASKS	122-5-22-10-610.000	44.99	37408	12/17/21
		1VHLRYF7HD47	General Supplies			
24825	11/24/21	FIRST NATIONAL BANK OMAHA NOV CREDIT CARD	122-5-22-10-610.000	-2.76	37452	12/17/21
		8151 1121	General Supplies			
05485	12/10/21	NATIONAL BUSINESS LEASING Copier leases 12/15-1/14/	122-5-22-10-442.000	138.97	37496	12/17/21
		74685078	Rental Vehicles/Equip			
24890	11/29/21	ON SITE CONSTRUCTION LLC Fix roof above back door	130-5-41-11-730.001	7994.14	37501	12/17/21
		1316	Library Renovations			
07465	12/13/21	BIBENS ACE HARDWARE INC parts for air compressor	151-5-51-10-430.001	10.97	37414	12/17/21
		43196	R&M Vehicles - Supplies			
19330	11/30/21	CONSOLIDATED COMMUNICATIO Potts lines Alderbrook, p	151-5-51-30-530.000	57.23	37437	12/17/21
		113021D	Communications			
40025	12/03/21	E J PRESCOTT INC waterline repair parts fo	151-5-51-20-433.000	1603.23	37442	12/17/21
		5963090	R&M Infrastructure			
40025	12/06/21	E J PRESCOTT INC parts for valve job in Fo	151-5-51-20-433.000	513.54	37442	12/17/21
		5963504	R&M Infrastructure			

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
32035	GMWEA	12/16/21	member dues 2022 20226376	151-5-51-20-500.000 Training, Conf, Dues	45.00	37461	12/17/21
07010	GREEN MOUNTAIN POWER CORP	11/29/21	Nov power various locatio 112921D	151-5-51-30-622.000 Electricity	1110.70	37463	12/17/21
05485	NATIONAL BUSINESS LEASING	12/10/21	Copier leases 12/15-1/14/ 74685078	151-5-51-10-442.000 Rental Vehicles/Equip	46.32	37496	12/17/21
12775	PRATT & SMITH ELECTRICAL	11/30/21	electrical work done at A 9405	151-5-51-30-570.000 Other Purchased Services	448.08	37508	12/17/21
17505	SAND HILL SOLAR LLC	12/07/21	Town Solar Nov 2021 136	151-5-51-30-622.000 Electricity	1147.54	37516	12/17/21
17505	SAND HILL SOLAR LLC	12/07/21	Town Solar Nov 2021 136	151-5-51-10-622.000 Electricity	114.56	37516	12/17/21
V2380	VLCT PACIF	11/22/21	22Q1 Town PACIF REN220190Q1	151-5-51-20-520.000 Insurance	5506.33	37528	12/17/21
V2380	VLCT PACIF	11/22/21	22Q1 Town PACIF REN220190Q1	151-5-51-30-520.000 Insurance	6559.06	37528	12/17/21
V2380	VLCT PACIF	11/22/21	22Q1 Town PACIF REN220190Q1	151-5-51-20-520.000 Insurance	1230.37	37528	12/17/21
V2380	VLCT PACIF	11/22/21	22Q1 Town PACIF REN220190Q1	151-5-51-30-520.000 Insurance	1230.37	37528	12/17/21
38680	VT RURAL WATER ASSOC	12/21/21	Membership Renewal: 2022 120221DA	151-5-51-20-500.000 Training, Conf, Dues	410.00	37534	12/17/21
19815	AMAZON CAPITAL SERVICES	12/13/21	Giving Tree 1F677QGWPXXH	159-5-30-20-610.000 General Supplies	296.46	37408	12/17/21
19815	AMAZON CAPITAL SERVICES	12/12/21	Giving Tree 1FN1KTV66DWG	159-5-30-20-610.000 General Supplies	467.61	37408	12/17/21
19815	AMAZON CAPITAL SERVICES	12/13/21	Giving Tree 1HHPRTJHXLPN	159-5-30-20-610.000 General Supplies	230.59	37408	12/17/21
19815	AMAZON CAPITAL SERVICES	12/12/21	Giving Tree 1JL97MTNXDPK	159-5-30-20-610.000 General Supplies	350.16	37408	12/17/21
19815	AMAZON CAPITAL SERVICES	12/13/21	Giving Tree 1KTPHLC4X4PX	159-5-30-20-610.000 General Supplies	463.86	37408	12/17/21
19815	AMAZON CAPITAL SERVICES	12/13/21	Giving Tree 1LVC4LJVR6P1	159-5-30-20-610.000 General Supplies	643.17	37408	12/17/21
19815	AMAZON CAPITAL SERVICES	12/13/21	Giving Tree 1VVVND1LN47T	159-5-30-20-610.000 General Supplies	23.99	37408	12/17/21
28995	ESSEX TOWN LITTLE LEAGUE	12/09/21	Annual contribution ETLL2021	159-5-30-14-800.121 Little League/Softball	3000.00	37449	12/17/21
24900	LAWRENCE KATHLEEN M	12/04/21	Holiday Tea Programs 120421D	159-5-30-14-835.000 Program Instructor Fees	583.20	37482	12/17/21
05485	NATIONAL BUSINESS LEASING	12/10/21	Copier leases 12/15-1/14/ 74685078	159-5-30-14-442.000 Rental Vehicles/Equip	177.90	37496	12/17/21

01:02 pm

Check Warrant Report # 17934 Current Prior Next FY Invoices For Fund (GENERAL FUND)
For Check Acct 01(GENERAL FUND) All check #s 12/17/21 To 12/17/21 & Fund 1

sfitzGerald

To the Treasurer of Town of Essex, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ***303,223.43

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

Memorandum

TO: Evan Teich, Unified Manager, and the Town Selectboard
FROM: Annie Costandi, P.E., Director of Stormwater Operations/Staff Engineer
Dennis Lutz, P.E., Public Works Director
DATE: December 1, 2021
SUBJECT: Supplemental Grant for LDS Church Stormwater Project (INFORMATION)

Public Works Staff applied to the Vtrans Municipal Highway and Stormwater Mitigation Grant Program to assist with the construction costs associated with the LDS Church Stormwater Project. Public Works was notified that the Town received an award in the amount of \$254,400 with the Town required to provide a 20% local share of \$50,880. The amount awarded was less than what Staff applied for in the grant application.

Background: The LDS Church Stormwater project retrofits two stormwater ponds on the LDS Church property off Essex Way into two underground detention vaults, one of which will incorporate a sand filter to achieve phosphorus reduction. This project was identified as one of the top four projects in the Flow Restoration Plan (FRP) for Indian Brook helping to mitigate 46.2% of the high flow target. It was also incorporated into the Town and Village's Joint Phosphorus Control Plan (PCP) as the sand filter will mitigate 3% or 0.91 kg/yr. of the Town's phosphorus reduction target in the Malletts Bay Lake Segment of Lake Champlain.

The Town received a Vtrans Municipal Highway and Stormwater Mitigation Grant in 2017 for the design and construction of both systems in the amount of \$1,346,185. The Town is required to provide a 20% local share of \$269,237. As the project moved through preliminary engineering, the project costs increased due to changes in the design. The estimated cost of construction for both systems is \$1,781,558 with a total project cost of \$1,936,028. Staff has pursued a strategy of seeking supplemental grants on current projects to help preserve as much local funding as possible prior to that project going into construction. With this additional funding, the Town's total estimated share for the project will be \$655,560. A breakdown of the costs is included at the end of this memo.

With the completion of this project, the Town and Village will have successfully met the requirements of the Flow Restoration Plan for Indian Brook under the State Stormwater Permit. Four projects were identified – two in the Village and two in the Town – that were committed to by the Selectboard and Trustees. The Village completed the installation of two gravel wetlands, one on Fairview Drive in 2019 and the Mansfield Ave/Brickyard in 2020. The Town completed the Sydney Drive stormwater project in 2020. The LDS Church is the remaining project, and it is expected to be constructed next year.

LDS Church Cost Breakdown		
1	2017 Vtrans Grant	\$ 1,346,185.00
2	2021 Vtrans Grant	\$ 254,400.00
3	Total Grant Funding (Line 1 + Line 2)	\$ 1,600,585.00
4	Local Share (20% of total from Line 3)	\$ 320,117.00
5	Cost for Engineering Services	\$ 154,470.00
6	Estimated Cost for Construction	\$ 1,781,558.00
7	Total Project Costs (Line 5 + Line 6)	\$ 1,936,028.00
8	Difference in Grant Funding and Project Costs (Line 7 - Line 3)	\$ 335,443.00
	Total Cost to the Town (Line 4 + Line 8)	\$ 655,560.00

Memo

TO: Evan Teich, Manager, and the Selectboard

FROM: Dennis Lutz, P.E., Public Works Director

DATE: 14 December 2021

SUBJECT: Multi-purpose Path along VT15 from Susie Wilson Road to the West Gate of Fort Ethan Allen (INFORMATION)

The approved Winter Operations Plan indicates that the Town will plow the multi-purpose path along VT15 from Susie Wilson Road to the West Gate of Fort Ethan Allen this winter. VTRANS has not finished this path and placed the contractor into a winter shut-down mode.

Temporary pavement has been placed on a portion of the path. The western end of the Town's plowing responsibility has not been completed and is unsafe for pedestrians to use. Therefore, the Town will only plow the portion of the new path from Susie Wilson Road to the East Gate of the Fort. Although it is not yet accepted by VTRANS, this portion is safe for passage and will preclude people from walking in the roadway along VT15. The Town will pick up full maintenance responsibilities once the entire path is completed and accepted by VTRANS.

Memorandum

To: Selectboard; Evan Teich, Unified Manager

Cc: Susan McNamara-Hill, Clerk

From: Greg Duggan, Deputy Manager

Re: Preparing for 2022 annual Town Meeting

Date: December 17, 2021

Issue

The issue is to inform the Selectboard about preparations for 2022 annual Town Meeting.

Discussion

Town Meeting Day will be March 1, 2022, which means the Town of Essex will hold its annual Town Meeting on Monday, February 28, 2022. Unless the Legislature enacts changes related to covid safety, as it did in 2021, Town Meeting will need to be held in-person.

The budget can now be voted on by Australian ballot, following a vote by residents in November 2020 to do so. All other questions will need to be considered on Town Meeting floor unless statute or the legislature directs otherwise.

The Selectboard may wish to once again mail ballots to all active, registered voters.

Staff is confirming with Essex Westford School District that the high school will be available for Town Meeting.

Cost

n/a

Recommendation

This memo is informational.

MEETING SCHEDULES

12/20/2021

TOWN SELECTBOARD MEETINGS		VILLAGE TRUSTEES MEETINGS	JOINT MEETINGS
			
Meeting Date/Time	Meeting/Location	Recording Secretary	
December 21, 2021—6:30 PM	VB Regular	Amy	
January 3, 2022—6:30 PM	SB Regular	Amy	
January 11, 2022—6:30 PM	VB Regular	Darby	
January 18, 2022—6:30 PM	SB Regular	Darby	
January 24, 2022 —6:30 PM	Joint Meeting – 81 Main (added 12/16)		
January 25, 2022—6:30 PM	VB Regular	Cathy	
February 7, 2022—6:30 PM	SB Regular	Darby	
February 8, 2022—6:30 PM	VB Regular		
February 22, 2022—6:30 PM	VB Regular	Cathy	
February 23, 2022-6:30 PM	SB Regular	Darby	
February 28, 2022—7:30 PM	Town Annual Meeting	Darby	
March 1, 2022	Town Australian Ballot Voting		
March 7, 2022—6:30 PM	SB Regular	Darby	
March 8, 2022—6:30 PM	VB Regular		
March 21, 2022—6:30 PM	SB Regular	Darby	
March 22, 2022—6:30 PM	VB Regular	Cathy	
April 4, 2022—6:30 PM	SB Regular	Darby	
April 6, 2022—7:00 PM	Village Annual Meeting	Cathy	
April 12, 2022	Village Australian Ballot Voting		
April 13, 2022—6:30 PM	VB Regular		